AGENDA
TAVARES CITY COUNCIL

FEBRUARY 19, 2014
4:00 P.M.
TAVARES CITY HALL COUNCIL CHAMBERS

(Members of the public wishing to speak on an item that is on the agenda must fill out a Request to Speak from available from the City Clerk or at the Council Meeting prior to the meeting being called to order. In addition, the Mayor will ask for comment under the agendized item titled "Audience to be Heard" for matters not on the Agenda. For further information contact the City Clerk at (352) 742-6209 or nbarnett@tavares.org)

I. CALL TO ORDER

II. INVOCATION & PLEDGE OF ALLEGIANCE

Greg Watts, Pastor, Liberty Baptist Church

III. APPROVAL OF AGENDA

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

IV. APPROVAL OF MINUTES

Tab 1) City Council Regular City Council Meeting of February 5, 2014

V. PROCLAMATIONS/PRESENTATIONS

Tab 2) Lake County School System Presentation re: Bill Gates Foundation Grant — **John Drury**

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

VII. READING OF ALL ORDINANCES/RESOLUTIONS

VIII. CONSENT AGENDA

Tab 3) CDBG Agreement for Restrooms at Ingraham Park — **Tammey Rogers**

Tab 4) Request for Sponsorship to Advertise City Events on Radio during High School Basketball and Baseball Season 2014 — **Mayor Wolfe**

IX. ORDINANCES/RESOLUTIONS

FIRST READING

SECOND READING

RESOLUTIONS

X. GENERAL GOVERNMENT

Tab 5) Broad Budget Priorities for FY 2014-15 — **John Drury**

Tab 6) Authorization to Execute a Letter of Intent for Lease of City Property at Wooton Park for Antique Boat Museum Facility — **Bill Neron**

Tab 7) Authorization to Sell Surplus Vehicles — **Lori Houghton**

XI. OLD BUSINESS

XII NEW BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 8) City Administrator — **John Drury**

Tab 9) Council Reports — **City Councilmembers**

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

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

CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
FEBRUARY 5, 2014
CITY COUNCIL CHAMBERS
4:00 p.m.

COUNCILMEMBERS PRESENT **ABSENT**

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

STAFF PRESENT

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

Tom Cavanaugh, First Baptist Church of Mt. Dora, gave the invocation and those present recited the pledge of allegiance.

III. APPROVAL OF AGENDA

Mayor Wolfe asked for any changes to the agenda. Mr. Drury requested to add under "Old Business", Item A – Update on the Blue Rhino Investigation Report.

MOTION

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

Mayor Wolfe reminded those present that if anyone wished to speak on an item on the agenda that they should fill out the Request to Speak and bring to the City Clerk.

IV. APPROVAL OF MINUTES

Tab 1) Approval of Minutes – January 15, 2014

Norman Hope moved to approve the City Council Minutes of January 15, 2014, seconded by Robert Speaks. The motion carried unanimously 5-0.

V. PROCLAMATIONS/PRESENTATIONS

None.

VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE CONTACTS

Attorney Williams stated Tab 4, the rezoning on Fisherman's Cove is quasi-judicial. He requested those who wished to speak to be sworn in and he gave the oath to those wishing to speak. He asked Council if anyone had any exparte communications to disclose on Fisherman's Cove. There were none.

VII. READING OF ALL ORDINANCES/RESOLUTIONS

Ms. Barnett read the following ordinance/resolution by title only:

SECOND READING

ORDINANCE 2013-21

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APROXIMATELY 36 ACRES OF PROPERTY GENERALLY LOCATED WEST OF NORTH EICHELBERGER ROAD, SOUTH OF LANE PARK ROAD AND NORTHWESTERLY OF STATE ROAD 19; FROM COUNTY RMRP AND C-1 TO CITY PLANNED DEVELOPMENT; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION 2014-02

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2013 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING THE FIRST AMENDMENT TO THE ADOPTED BUDGET, AND PROVIDING FOR A REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.

VIII CONSENT AGENDA

Mayor Wolfe asked if anyone in the audience opposed Tab 2 or 3 on the Consent Agenda.

MOTION

Robert Speaks moved to approve the Consent Agenda [Acceptance of State of Florida EMS Grant for Training Equipment and Approval of SRF Amendment 2 for Reclaimed Water Project], seconded by Norman Hope. The motion carried unanimously 5-0.

IX. ORDINANCES/RESOLUTIONS

Tab 4) Ordinance #2013-21 – Fisherman's Cove Rezoning – Second Reading

Mr. Skutt stated this property is just off SR 19 west of Eichelberger Road. The property was annexed into the City in 2008. At that time city zoning was not placed on the property as the owner was considering various forms of resort uses and planned to come in at a later date with a specific Planned Development ordinance to reflect the development. The owner has now determined through market studies that redevelopment of the existing RV resort to a resort lodge, visitor cottages and apartments combined with assisted living, memory care and nursing facilities would be the best use of this property. The development would be a combination of commercial and residential uses and would be planned to be compatible and regulated through this Planned Development ordinance. The City's Comprehensive Plan considers this use to be Mixed Use Commercial therefore a corresponding Future Land Use Map amendment is concurrently being considered and processed.

The ordinance includes a concept/phasing plan and an architectural rendering. The developer will be required to submit an approved site plan demonstrating compliance with all applicable laws and regulations including connection to city utilities. The Planning and zoning Board voted to recommend approval unanimously and staff recommends approval.

MOTION

Kirby Smith moved to approve Ordinance #2013-21, seconded by Norman Hope. The motion carried unanimously 5-0.

Tab 5) Resolution #2014-02 – Rollovers to Fiscal Year 2014 Budget

Ms. Houghton reported that this resolution is a cleanup resolution which encumbers any contracted items from the previous year to the new fiscal year. It also includes all budgetary transfers up to the end of January and one small appropriation for the library that was submitted by the Friends of the Library. This is the first amendment to the budget and staff will come back every quarter with any similar items.

Councilmember Smith asked to have some additional items added to the agenda summary which he had discussed with Ms. Houghton. Ms. Houghton confirmed that she would be making those adjustments.

MOTION

Robert Speaks moved for approval of Resolution #2014-02, seconded by Lori Pfister. The motion carried unanimously 5-0.

X. GENERAL GOVERNMENT

Tab 6) Authorization to Enter into Agreements with Catering Companies for the Pavilion

Ms. Rogers advised that last fall the Request for Qualifications (RFQ) was advertised for catering companies to service the Pavilion on the Lake project. Initially 10 companies attended the pre-bid with one who stated they were just present to gather information. Six replies to the bid were received. It was determined that two of the bids had not met minimum qualifications. Ms. Rogers reviewed the minimum requirements of proof of insurance, licenses, etc. She said the four qualified companies are as follows:

Big City Catering - Orlando
Puff 'n Stuff Events - Orlando
Arthur's Creative Events & Catering – Altamonte Springs
Events by John Michael - Orlando

Ms. Rogers said the request being made is for approval to contact with these companies to serve the pavilion for the next five years.

Councilmember Smith said he was disappointed that not more companies from Lake County applied however he understood the process. He said the contract itself says 36 months with one year extension for two years. Ms. Rogers said it would be three years locked in however if there was a problem with performance at any time the city has the right to terminate the contract. If the performance is acceptable, then the contract would be renewed twice for additional one year terms.

Councilmember Smith asked when the city could go out for bids again and what is the total maximum number of catering companies the city could contract with for the pavilion.

Discussion followed on numbers of vendors, and alternatives or possible revisions to the current RFQ.

Councilmember Speaks questioned whether a new company moving into the area could apply sooner than the three years. Mr. Drury noted that currently any company that meets the requirements can be a caterer provided the $500 fee is paid.

Ms. Rogers elaborated on the process adding that the four caterers assume they will be the officially approved caterers.

Councilmember Smith asked how long the companies had to respond to the RFQ. Ms. Rogers said the process started in November and she believed there was a seven week response time.

Councilmember Hope asked if the four caterers that qualified did this with the understanding that they would have exclusive rights to the catering in the pavilion for three years. Ms. Rogers confirmed. Mr. Drury reviewed the RFQ process and members of the RFQ team. He said it is important that the companies go through a vetting process for the protection of the city and the clients, and the decision to undergo this process was based on other similar facilities in the area.

Councilmember Hope reiterated his question that these four companies are under the understanding that they will be the exclusive caters for a period of three to five years except for the option described of paying a $500 fee. He said if Council changes the terms it would have to go back to the companies with the understanding that another company may come in two years from now and be added to the list. Ms. Rogers confirmed and noted in addition the four companies will each be providing a $3000 check to the city that will remain in a secured account to ensure the city receives its revenues.

Vice Mayor Pfister expressed concern about limiting the number of vendors. Discussion followed on how many catering companies the city had originally anticipated would be qualified and chosen as caterers. Ms. Rogers said the statement in the RFQ was probably "six to seven". Councilmember Smith suggested following another process until the six caterers are achieved.

Attorney Williams said the contract needs to be consistent with the language in the RFQ. He said the city is not guaranteeing a specific number of events for the caterers. He discussed the requirements, pricing and menus that the companies have committed to provide. He said if specifications are changed it would likely need to be re-bid. He said Council has the right to throw out the bids and do the process again. He noted if the RFQ did not indicate that the numbers would be capped, he believed the city could choose up to three more caterers.

Mayor Wolfe said he believed the vendors had been given adequate time to respond. He said these companies went through the proper process, did their due diligence, and he did not believe it would be right to open the RFQ again before three years. Attorney Williams confirmed the contract is for three years.

MOTION

Kirby Smith moved to approve the four top vendors for a three year contract that is extendable for two additional years and the City will go back out for RFQ's/RFP's at the end of the third year. The motion was seconded by Norman Hope. The motion carried 3-2 as follows:

Robert Wolfe	**Yes**
Kirby Smith	**Yes**
Norman Hope	**Yes**
Lori Pfister	**No**
Robert Speaks	**No**

Tab 7) Financing Plan and Engineering Contracts for Sunset View Water & Sewer Project

Mr. Hayes presented the following report:

The City has been working with the homeowners at Sunset View subdivision for approximately five (5) years on a project that will provide water and sewer services to the Sunset View homes and Three Lakes Mobile Home park to address their failing septic tank and poor drinking water situation which should also assist in improving water quality along the shore line that all of these homes are located on.

Previously on May 1, 2013, City Council approved an engineering agreement with Wicks Engineering in the amount of $20,320 (excluded debt issuance costs) to design, engineer and permit the extension of water lines and sewer lines from the city's utility's system to this area, as well as engineering services to design a water and sewer system for the single family homes in the Sunset View area. This design is approximately 97% complete and ready to go out to bid. Once the project goes out to bid and a contractor is selected it will be necessary to have an Engineer provide construction inspection services and construction contract administration services. Staff has negotiated a contract with Wicks Engineering in the amount of $16,000 to do the construction inspections and construction contract administration work (see attached Addendum # 1 contract).

Financing Plan

The city proposes to borrow the money for the Sunset View project and to assess the property owners their proportionate share of the cost to borrow plus 1% interest for a length of 10 years (see attached Sunset View/Tavares Three Lakes Park Financing Plan Summary). Additional details of this plan include the following:

Estimated cost of this project and loan the city would take out is $591,316.90.
26 connections at $22,742.96 each
4.5% interest (3.5% market rate plus 1% city overhead cost)
10 year payback no prepayment penalty
Monthly payments from each connection for the construction utility assessment is $219.65
$0 down from home owners or they can pay the full $22,742.96 up front.

Home owners do pay a connection fee of $270 (cost of meter and its installation), cross connection device of $40 and utility deposit fee of $175 at such time as they connect.

Prior to construction, 75% of the home owners in Sunset View and 100% of the homeowners in Three Lakes Mobile Home Park would be required to:

- *Execute a Utility Agreement agreeing to the monthly utility construction assessment*
- *Execute a Utility Easement*
- *Execute an annexation petition*
- *Execute a Covenant to annex into the city within five years from completion of construction of the utility lines.*

The City Attorney has been coordinating the development and execution of these documents and the Mayor has been meeting with the leadership of both Sunset View and Three Lakes. In addition, there will be other documents to be prepared by the City Attorney that will be brought forward to City Council required by State Statute for the assessment process, to confirm construction costs and to prepare the assessment roll.

By annexing into the City the residents will be provided with fire protection, police protection and sanitation services. They will be placed on the fire assessment roll and pay all city taxes and fees normally required by property owners. The city will not be committing to do any infrastructure upgrades to roads, storm water or other infrastructure other than to replace what is disturbed as a result of the utility installation work. The roads do not meet city standards.

Recent Change of Events:

Originally the city was going to require that all home owners make a down payment and pay off the note in five years. Staff is now recommending a 10 year pay-off and no down payment which would parallel the city's debt structure, and therefore the city is essentially passing that on to the residents. Since this change, Three Lakes Mobile Home Park has shown interest in also being connected to the city's water and sewer system.

A major portion of the project cost is associated with extending utility service to this area. The cost to add Three Lakes Mobile Home Park to the project is an additional $223,620.60, bringing the project total to $820,937.50 and adding 36 connections for a total of 62 connections. Utilizing the same financing plan as proposed above would result in a reduction to the resident's monthly payment from $227.18 down to $130.93 for ten (10) years.

Staff has negotiated addendum #2 with Wicks Engineering add the Mobile Home Park connections to the water and sewer system design as well as handling all of the construction inspections and contract administration for a fee of $6,000.

It should be noted that the project may be bid out utilizing a bid alternate format wherein the base bid would be to construct utility service to and throughout Sunset View and the bid alternate would be to add a cost to construction for utility service through Three Lakes. If three Lakes votes to hook up and executes the necessary documents prior to biding then the bid alternate would not be necessary.

Mr. Drury noted that Council has been provided a letter from the Three Lakes Homeowners Association stating that they did take a vote and have voted to be part of the assessment. Therefore the City will not be doing a bid alternate on this project.

Mayor Wolfe noted he has met with Three Lakes and they have indicated that they understand the proposed project. He said there is one individual who wishes to speak on this issue.

Attorney Williams advised that what was being considered for approval at this meeting is the financing plan, the engineering contracts and the concept of going forward. He said Mr. Hayes and his staff have been working on this project for several years and he as well began looking at the concept 15 years ago. He said the city has advanced some funds already in a good faith

effort for engineering however the homeowners are not required at this point to join in or pay anything. He said ultimately the proposal is to do an assessment which is pursuant to Chapter 170 of the Florida Statutes where they will pay back the cost of this project. That process is a statutory recipe process that will require a number of resolutions in the future. There is no assessment being made at this meeting on anyone's property. This is a request to go forward with the assessment process; ultimately the price that gets assessed is the final price of the project versus the estimate numbers that are being utilized now.

Councilmember Smith asked Ms. Houghton how the funds affect the city upfront towards its borrowing power or other expenditures in the future, while the citizens are repaying the assessment.

Ms. Houghton said this particular debt will be supported by repayment from the revenue. The city will issue the debt, pay the debt service, and will collect from the residents to offset that cost. The city is currently going through a rate study that is reviewing all projects and the future of the city's rates in comparison to current and future projects. Mr. Drury said this will not be a general obligation bond issue backed up by the taxpayers, therefore limiting the General Fund borrowing capacity. This will be a revenue bond issue backed up by the revenues pledged through the assessment.

Councilmember Smith asked if utility reserve monies could be used to pay back the reserves. Ms. Houghton answered in the affirmative.

Mayor Wolfe invited Mr. Wright to speak (representing himself).

Robert Wright, 12122 Canal Street

Mr. Wright stated that this property was previously owned by his father who had a residence there since 1982 and also owned the house on 12105 Canal Street. He said that house was sold to Jack and Betty Squire. His father passed last December.

Mr. Wright said everything is up to scale on his property as far as the well and septic tank. He said he and four others are opposed to the project.

Mayor Wolfe stated there are a certain number of residents on Sunset View that want to do the water and sewer project. He said he did not believe that if Mr. Wright and the others do not choose to participate, the City would not be forcing them to participate.

Mr. Wright said he had been informed that he would have to join sooner or later.

Mr. Drury stated there will be a process for assessment and for annexation. He said the issue before Council today is to start the process of setting up an assessment and annexation that does not include Mr. Wright's property.

Mr. Wright said he was told by Mr. Wicks that the plans have been drawn up and he will have to be part of the project because of the way it has been engineered.

Mr. Drury reiterated the process that was being followed and noted that if Mr. Wright does not want to be annexed in and does not want to pay the assessment or hook up to the water and sewer line, that would be his choice. Attorney Williams confirmed.

Mr. Wright said Mr. Drury was saying the city would not run the water and sewer lines past his property. Mr. Drury said he had not said that.

Attorney Williams responded that the city will be running the lines in public rights of way which probably will go by Mr. Wright's property. Mr. Wright said the lines do not need to go by his property because he is one of the last properties on the street.

Ted Wicks, city engineer, advised that based on where Mr. Wright lives there are customers on the other side of the road and potential customers to the west that will require that the lines be in placed in that location of the right of way in order to service the area.

Councilmember Smith asked Mr. Wicks if he had designed any of his utility lines to be on private property. Mr. Wicks said not at this point.

Mr. Wright said all the other property being discussed is owned by a person [pointing to someone in the audience] who he said has no intention of building anything. He said he believed the only thing that the service could possibly go to is the boat club down on the river which is owned by the County. He said the problem is that if the lines go by his house, that in the future if he needs someone to work on the septic tank, they would by law be required to hook up to the septic system and the water line. He said he had spoken to the County for confirmation. He said it would require $25,000 to hook up to the line which is why he does not want the line to go by his property.

Mr. Drury commented that the person Mr. Wright was pointing to needed to confirm.

Attorney Williams said the City does not have a law that requires people outside the city limits to connect to water and sewer. He said if the property is within the city limits and there is a line, the city's code requires connection if it is available. He said there may be state, federal, or local laws that require people outside of the City of Tavares to connect to sewer, for various environmental reasons. He said it will not be enforced by the City. He said he did not believe there is currently a requirement for any existing serviceable septic tanks to be discontinued or connect on; only when there is a problem. He said he thought this would be a significant benefit not a detriment to Mr. Wright.

Mr. Drury said the city could do a bid alternate. Attorney Williams said he believes the hydraulics of the system should continue to mandate. He said he did not think it would matter if the line stops short of Mr. Wright's house; the County might still require him to connect if it was within 200 feet.

MOTION

Norman Hope moved to approve Option #1 [approval of proposed financing plan and two engineering contracts with Wicks Engineering in the amount of $16,000 for Addendum #1

and $6,000 for Addendum #2], seconded by Kirby Smith. The motion carried unanimously 5-0.

Tab 8) Budget Amendment for Sanitation Truck Wraps

Ms. Houghton asked Mr. Thompson to provide the overview on the project.

Mr. Thompson reviewed the franchise agreement with Waste Management that included $25,000 to be used for event support in the way of portalets and wash stations. This last year there was a surplus of $8,925. The city had negotiated that any surplus funds would be returned to the City. Waste Management has written a letter authoring the city to use the funds for the purpose of the truck wraps. He reviewed the various options for Council consideration. He stated the truck wraps will promote the city's branding.

Councilmember Smith asked if the funds could be given back to the businesses to reduce their rates. Mr. Thompson said it would be a 1% or less reduction.

Councilmember Speaks suggested other alternatives to a wrap such as getting the Tavares High School Art Department involved with designing an artwork.

Councilmember Smith asked if Mr. Thompson would be needing funds for replacement equipment next year. Mayor Wolfe spoke in support of the marketing aspect of this suggestion as he has spoken to many people over the years who were not aware of events. Councilmember Hope spoke in support.

Mr. Drury said the top banner will have a magnetic sign that will refer to a weekly event. The bottom banner will have a piece that addresses recycling, etc. He said he thought it was a creative idea.

Vice Mayor Pfister asked for clarification of the cost of the banners. Mr. Thompson said there are sufficient funds to buy the four banners; staff is still obtaining exact costs on the wraps. Mr. Drury said he would support approaching some of the event promoters to assist with budgeting for additional banners.

MOTION

Norman Hope moved to approve Option #1 [Approval of budget amendment to appropriate the $8,925.00 returned to the city from Waste Management for wrapping four Solid Waste Division garbage trucks as described in the agenda summary], seconded by Robert Speaks. The motion carried unanimously 5-0.

XI. OLD BUSINESS

A. Update on Blue Rhino

Mr. Drury reported that the State Fire Marshall's report came out today which he has emailed to Council. He said the take away from the report is that it appears that employees were bleeding

some tanks outside in the yard and someone started up a forklift. He said he believed the case was being closed, there was no criminal intent, and it was considered to be an accident. He said the hope is that the regulatory agencies and the OSHA standards study will determine any improvements that need to be made. He said the State Fire Marshall was present to answer any questions in addition to the Fire Chief.

XII. NEW BUSINESS

XIII. AUDIENCE TO BE HEARD

Mayor Wolfe asked for public comment for anything not on the agenda.

XIV. REPORTS

Tab 14) City Administrator

Mr. Drury referred to his list of meetings and events coming up. Councilmember Speaks asked for the date on the League of Cities luncheon. Ms. Barnett apologized for the clerical error, stating the luncheon is the second Friday and she would email Council with the exact date.

City Clerk

Human Resources

Economic Development

Public Works

Mr. Thompson said the Covanta contract has been signed to be effective July 1, 2014.

Utility Department

Police Department

Community Services

Fire Department

Community Development

Ms. Rogers said this Friday night at 6 pm at the Civic Center is the Father-Daughter Dance.

She said the city has received 90 applications for the Pavilion Manager.

Finance Department

Ms. Houghton stated Ms. Rogers had recently taken the BB&T bank (who did the loan) on a hard hat tour of the pavilion which was appreciated.

City Attorney

Attorney Williams spoke in support of Mr. Thompson's branding initiative, noting many of the surrounding communities are following suit in branding initiatives now.

Tab 15) City Council

Vice Mayor Pfister

Councilmember Hope

Councilmember Hope complimented Mr. Thompson for his idea on branding with the garbage truck. He added Ms. Rogers has done a lot of work on the catering project and he just wanted to be sure the city treats the vendors fairly.

Councilmember Speaks

Councilmember Speaks said he was trying to think of ways to involve the community, similar to previous years when the elementary students were involved with designing a billboard [Fire Safety Week].

Councilmember Smith

Mayor Wolfe

Adjournment

There was no further business and the meeting was adjourned at 5:31 p.m.

Respectfully submitted,

Nancy A. Barnett

Nancy A. Barnett, C.M.C.
City Clerk

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: February 19, 2013

AGENDA TAB NO. 2

SUBJECT TITLE: Presentation by Lake County School System on Bill Gates Grant

OBJECTIVE:

To receive a presentation from the Lake County Schools Community Resource Liaison officer regarding a grant recently received from the Bill Gates Foundation and their project called "Engage LCS."

SUMMARY:

Lake County School Board representative Debbie Stivender recently requested that the School Board Resource Liaison officer be offered an opportunity to make a presentation to City Council agenda on their financial strategic planning project, "Engage LCS." This project was funded by a grant recently awarded to the school system by the Bill Gates foundation.

OPTIONS:

1) Receive the presentation
2) Do not receive the presentation

STAFF RECOMMENDATION:

That Council receive the presentation by the Lake County Schools Community Resource Liaison officer.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

Nancy Barnett

From: Payne, Brian D [PayneB@lake.k12.fl.us]
Sent: Friday, December 20, 2013 8:08 AM
To: Nancy Barnett
Cc: Joyce Ross
Subject: Lake County Schools - EngageLCS
Attachments: NEWS RELEASE: New online community tool to spark ideas for EngageLCS

Dear Ms. Barnett,

Last week, we at Lake County Schools had an opportunity to address the City Council in Mount Dora on EngageLCS - a project that our school district office is working toward to redefine *how* Lake County Schools aligns resources to maximize student success. I've included an introduction release on the program.

We found the *address to the City* last week to be beneficial for a number of reasons. One major fuel to this endeavor is the feedback and comments we get from the community that surrounds our various schools in Lake County. We've had a number of town hall meetings, workshops and we've even created an online community forum: http://engagelcs.mindmixer.com/ - each planning piece has been vetted through all of our stakeholders, including the community. We still need active voices as we consider execution to Year 1 of our planning.

I'd like to request a time to speak in the next Tavares City Council meeting if there is an opportunity. We have a very short 10 min presentation that outlines what we are doing as a school district, the impact it has on our students and how we everybody can get involved.

We are also looking for creative ways to disseminate this important information to the residents in Lake County. If there is an opportunity, I'm happy to work around your schedule and I can even stop in to preview the information.

Please do let me know if you have any questions.

Thank you,

Brian Payne
Community Resource Liaison
Lake County Schools
201 W. Burleigh Blvd.
Tavares, FL 32778-2496
(Office) 352-253-6517

Under Florida's "Public Records" law, absent a specific exclusion, written communications to or from Lake School District employees are considered public records. E-mail communication with this correspondent may be subject to public and media disclosure upon request.

Nancy Barnett

From: Patton, Christopher A [PattonC@lake.k12.fl.us]
Sent: Tuesday, September 03, 2013 4:59 PM
To: Patton, Christopher A
Subject: NEWS RELEASE: New online community tool to spark ideas for EngageLCS

Media contact:
Christopher Patton, Communications Officer
office: (352) 253-6522; cell: (352) 267-2104
pattonc@lake.k12.fl.us

For immediate release — Sept. 3, 2013

Click & Engage: New online community tool to spark ideas for EngageLCS

TAVARES — An 18-month project to redefine how Lake County Schools aligns resources to maximize student success begins in earnest with the introduction of a "virtual town hall."

To launch the web-based platform at www.engageLCS.mindmixer.com, Lake County Schools partnered with MindMixer, an Omaha, Neb., startup that helps organizations such as the cities of Orlando and San Francisco gather ideas from their communities. EngageLCS is dedicated to empowering everyone in the community — from teachers and students in the classroom to parents and community members at home — to engage in the process of developing a School District three-year strategic finance plan to guide instructional priorities. While public meetings are a useful forum for tackling community issues, not everyone is willing or able to attend such meetings; thus many voices go unheard. MindMixer provides community members with a forum for discussing relevant topics, voting on and prioritizing issues, sharing ideas, and proposing solutions without leaving the comfort of his or her home or workplace.

EngageLCS serves as an online town hall covering a variety of issues that will confront Lake County Schools as it works to increase six critical capacities: Measuring initiative cost and return on investment; Specialized analytics (primary areas: financial projections and school scheduling); Effective prioritization and strategic decision-making; Building a resource alignment culture; Project management; and Communication. Questions are posed on the site and anyone is invited to submit ideas. The feedback garnered through the EngageLCS MindMixer site is shared directly with committees working on the project, who are able to provide comments back to community members about their ideas and keep the conversation going.

To guide the EngageLCS initiative, Lake County Schools has developed a Theory of Action: "Aligning resources to develop highly effective teachers and leaders and support key student initiatives will advance the goal of developing 'C2 Ready' students." (C2 refers to students that are prepared for college or a career). Instructional priorities outlined in the grant application include:

- Compensation & staffing — Create a talent development pipeline for teachers and leaders.
- Professional development — Implement an instructional coaching framework for teacher and principal induction and District instructional coaches
- Technology — Establish personalized learning through digital support for teacher/leader professional development and student instructional delivery
- Teaching & Learning — Implement an innovation process to initiate and extend promising initiatives.

###

Under Florida's "Public Records" law, absent a specific exclusion, written communications to or from Lake School District employees are considered public records. E-mail communication with this correspondent may be subject to public and media disclosure upon request.

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: February 19, 2014

AGENDA TAB NO. 3

SUBJECT TITLE: Interlocal Agreement between Tavares and Lake County relating to the CDBG grant for building restrooms at Ingraham Park

---

OBJECTIVE: To enter into an Interlocal agreement with Lake County government for the acceptance of the 2013-2014 allotment of the Community Development Block Grant funds in the amount of $75,000.

SUMMARY:

The city has programmed the development of restrooms at Ingraham Park. The estimated budget for the project is $100,000. This includes the restroom building, site work, sidewalks, and water and sewer extensions. The project will be engineered and then bid out. The lowest, most responsive bidder would then be selected by the City Council.

The budget called for a $75,000 grant and $25,000 match from the city which has been budgeted.

The city applied for and was awarded the 2013-2014 Community Development Block Grant (CDBG) allotment in the amount of $75,000 for the construction of these restroom facilities at Ingraham Park. Over the past several years, CDBG funds have been used for improvement projects throughout the city to include improvements to City parks such as Summerall Park and Aesop's Park. This year's allotment will be used to build ADA site-built restrooms at Ingraham Park.

OPTIONS:

1) Move to approve and enter into the interlocal agreement for CDBG funds of $75,000 for the construction of restrooms at Ingraham Park
2) Do not approve the Interlocal agreement

STAFF RECOMMENDATION:

Move to approve and enter into the interlocal agreement between Tavares and Lake County relating to the 2013-2014 allotment of CDBG funds of $75,000 to be used for the Ingraham Park restroom improvements.

FISCAL IMPACT: 100% reimbursable grant of $75,000 with no match required. The additional $25,000 to complete the project has been budgeted.

LEGAL SUFFICIENCY: Meets legal sufficiency

LAKE COUNTY
FLORIDA

January 29, 2014

City of Tavares
John Drury, City Administrator
P O Box 1068
Tavares, FL 32778

Re: Proposal for CDBG Funding Year 2013-14
Ingraham Park Restroom Project

Dear Mr. Drury:

The Department of Community Services, Housing Division is please to award a Community Improvement grant and or financing for the Ingraham Park Restroom Project. This award is contingent upon successful completion of the agreement between the City and Lake County Board of County Commissioners.

The Community Development Block Grant program has been successful in meeting community needs over the years and we look forward to help this project prosper and meet the community needs.

Sincerely,

Cheryl Howell, Housing Manager
Lake County Department of Community Services
Division of Housing Services

HOUSING SERVICES | A *division of the Department of Community Services*
P.O. BOX 7800 • 323 N SINCLAIR AVENUE, TAVARES, FL 32778 • P 352.742.6540 • F 352742.6535
Board of County Commissioners • www.lakecountyfl.gov

TIMOTHY I. SULLIVAN *District 1* | SEAN M. PARKS, *AICP, QEP* *District 2* | JIMMY CONNER *District 3* | LESLIE CAMPIONE *District 4* | WELTON G. CADWELL *District 5*

COMMUNITY DEVELOPMENT BLOCK GRANT

PARTNERSHIP AGREEMENT

BETWEEN

LAKE COUNTY

AND

CITY OF TAVARES

FOR

CDBG FY 2013-14

INGRAHAM PARK RESTROOM PROJECT

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PARTNERSHIP AGREEMENT
BETWEEN LAKE COUNTY AND CITY OF TAVARES

This Agreement is made and entered this _____ day of _____, 20__ by and between Lake County, a Political Subdivision of the State of Florida hereafter referred to as "COUNTY", and ***City of Tavares,*** a municipal corporation organized under the laws of the State of Florida, hereafter referred to as "MUNICIPALITY

WITNESSETH:

WHEREAS, the COUNTY has been awarded a Community Development Block Grant (CDBG) from the Department of Housing and Urban Development (HUD) which provides for the development, establishment, and administration of projects to benefit low and moderate income families, aid in elimination of slums or blight, or meet an urgent community development need according to CFR 570 HUD Regulations; and

WHEREAS, said Grant allows the COUNTY to develop partnerships with other governmental agencies and non-profit corporations to administer and implement projects that are eligible for CDBG funding; and

WHEREAS, the MUNICIPALITY has entered into an Urban County Cooperation Agreement with the County, whereby the County shares its annual CDBG entitlement with the MUNICIPALITY because the MUNICIPALITY's low and moderate income population was used to qualify the County for the entitlement; and

WHEREAS, the MUNICIPALITY wishes to use its share of the FY 2013-14 CDBG entitlement for the *Ingraham Park Project*; and

WHEREAS, the MUNICIPALITY has agreed to implement the above activity and to be reimbursed for the services in an amount not to exceed $75,000; and

WHEREAS, the COUNTY has initially determined that the proposed activity will benefit low and moderate income persons;

NOW THEREFORE in consideration of the mutual premises and covenants, the parties agree as follows:

ARTICLE I
PROJECT DESCRIPTION

1.1 The MUNICIPALITY agrees to implement this activity as described in detail in **Appendix A**, Scope of Services.

ARTICLE II
DISBURSEMENTS

2.1 The COUNTY agrees to reimburse the MUNICIPALITY a maximum amount not to exceed $75,000 from FY2013-14 Community Development Block Grant (CDBG) funds, as outlined in **Appendix B**, Budget.

ARTICLE III
REPORTING

3.1 The MUNICIPALITY shall provide the COUNTY with a monthly report of all activities including a narrative summary of progress and financial statement on expenditures during the report period. Reports may be submitted on the report form attached to this Agreement, **Appendix D**. Reports are due on the tenth working day of each month, unless on an otherwise agreed upon schedule, and shall begin on the effective date of this agreement and continue until all information concerning the project has been received by the COUNTY for close-out.

3.2 The MUNICIPALITY shall provide the Lake County Department of Community Services with additional program information as needed.

ARTICLE IV
AGREEMENT PERIOD AND TERMINATION

4.1 This Agreement shall take effect on **March 25, 2014,** and shall terminate on **March 30, 2015** unless canceled sooner.

4.2 Suspension and termination for convenience:

a. If the MUNICIPALITY should materially fail to comply with any term of the award, suspension or termination may occur in accordance with 24 CFR 85.43 and in accordance with 24 CFR 85.44. In the event that funds should fail to be or cease to be provided to the COUNTY then the COUNTY may terminate this Agreement immediately.

b. Termination for Convenience: Except as provided above awards may be terminated in whole or in part only as follows:

1. By the County with the consent of the MUNICIPALITY in which case the two parties shall agree upon the termination condition including the effective date and in case of partial termination the portion to be terminated; or

2. By the MUNICIPALITY upon written notification to the COUNTY setting forth the reasons for such termination, the effective date, and in case of partial termination, the portion to be terminated. However, if, in the case of a partial termination, the COUNTY determines that the remaining portion of the award will not accomplish the purposes for which the award was made, the COUNTY may terminate the award in its entirety.

4.3 The COUNTY may issue a Stop Order to the MUNICIPALITY which will halt all work on the project in the event that the work is not being done according to Federal guidelines and regulations, the assurances contained herein, or the provisions of this Agreement.

4.4 The MUNICIPALITY may not terminate its obligations under Paragraph 11.7-11.9 (Program Income) and may not terminate an Assignment of Proceeds and Grant of Lien without written consent of the COUNTY.

4.5. Hearings Appeals: In taking an enforcement action the COUNTY will provide the MUNICIPALITY an opportunity for such hearing appeal or other administrative proceeding to which the COUNTY or MUNICIPALITY is entitled to under any statute or regulation applicable to the action involved.

4.6 Effects of Suspension and Termination: Costs resulting from obligations incurred by the MUNICIPALITY clearing a suspension after termination of an award are not allowable unless the awarding agency expressly authorizes them in the nature of suspension or termination or subsequently. Other MUNICIPALITY costs during suspension or after termination which are necessary and not reasonably avoidable are allowable if:

a. The costs result from obligations which were properly incurred by the MUNICIPALITY before the effective date of suspension or termination are not in anticipation of it and in case of termination are noncancellable; and

b. The costs would be allowable if the award was not suspended or expired normally at the end of the funding period in which the termination takes effect.

4.7 Relationship to Debarment and Suspension: The enforcement remedies identified in this section including suspension and termination do not preclude the grantee or subrecipient from being subject to "Debarment".

ARTICLE V
INDEMNIFICATION

5.1 The COUNTY and the MUNICIPALITY, in accordance with Section 768.28, Florida Statutes, agree to be fully responsible for their negligent acts or omissions or intentional tortuous acts which result in claims or suits against the other party, and agrees to be liable for any damages proximately caused by said acts or omissions. Nothing herein is intended to serve as a waiver of sovereign immunity by any Subrecipient to which sovereign immunity applies. Nothing herein shall be construed as consent by a state agency or subdivision of the State of Florida to be sued by third parties in any matter arising out of any contract. The MUNICIPALITY agrees that it is an independent contractor of the COUNTY and not an agent or employee.

ARTICLE VI
PROCEDURES FOR INVOICING AND PAYMENT

6.1 All purchasing for consumable, capital equipment, and services shall be made by credit card, purchase order or by a written contract

a. The COUNTY agrees to make payment and reimburse all budgeted costs as specified in Appendix B available under Federal, State, and County guidelines.

b. Requests by the MUNICIPALITY for payment shall be accompanied by proper documentation and shall be submitted to the COUNTY for approval no later than thirty (30) days after the last date covered by the request.

c. The COUNTY agrees that it shall pay the MUNICIPALITY within thirty (30) calendar days after proper presentation of invoices and reports approved by the MUNICIPALITY and COUNTY.

d. For purposes of this section, copies of invoices, receipts, or other evidence of indebtedness shall be considered proper documentation. Invoices shall not be honored if received by the COUNTY later than thirty (30) days after expiration date of this Agreement.

e. The COUNTY may withhold payment of reimbursement requests if monthly reports are not current.

6.2 Upon receiving the invoices, reports and other materials, the COUNTY shall review such bid awards, contracts, reports and invoices to determine whether the items invoiced have been completed and that the invoiced items are proper for payment.

6.3 Upon determination by the COUNTY that the services or material invoiced have been received or completed, the COUNTY shall authorize payment to the MUNICIPALITY in the amount it determines to be payable.

6.4 If applicable, a request to subcontract work or services hereunder shall be submitted in writing and shall be subject to each provision of this Agreement and any contract shall be in accordance with County, State, and Federal guidelines and regulations. A list of all subcontractors shall be provided to the Department of Community Services. This in no way relieves the MUNICIPALITY from any other requirements of this Agreement. Reimbursement requests shall include certification such as the certification shown in Appendix C, Page 2 in the absence of canceled checks for verification. None of the work or services, including but not limited to, consultant services covered by this Agreement, shall be subcontracted or reimbursed without the prior notice to the COUNTY.

ARTICLE VII
IMPLEMENTATION AND TIMETABLE

7.1 The parties expressly ratify the activities relating to this agreement and adopt the terms and conditions of this agreement for all such activities beginning October 1, 2013. Expenses incurred during this period will be considered eligible for reimbursement.

7.2 The MUNICIPALITY agrees to implement project(s) and comply with the Scope of Services and timetable set forth in Appendix **A**.

ARTICLE VIII
NOTICES

8.1 The MUNICIPALITY and the COUNTY agree that all notices required by this Agreement shall be in writing and delivered by U.S. Mail, electronic mail, by messenger or personally delivered to the office of the duly authorized representative of the MUNICIPALITY or COUNTY as specified herein.

COUNTY :
Cheryl Howell, Housing Division Manager
Lake County Dept of Comm. Services
P.O. Box 7800
1300 S. Duncan Drive.
Tavares, FL 32778-7800

MUNICIPALITY:
John Drury
City Administrator
City of *Tavares*
PO Box 1068
Tavares, FL 32778

ARTICLE IX
MODIFICATION

9.1 Any program modification requested by the MUNICIPALITY must be requested at least ninety (90) days prior to the end of the term of this Agreement. No modification to this Agreement shall be binding on either party unless in writing and signed by both parties.

9.2 In the event that the Board of County Commissioners approves any modification, amendment, or alteration to the funding allocation, the MUNICIPALITY shall be notified in writing and such notification shall constitute an official amendment.

9.3 The COUNTY may, at its discretion and upon provision of proper notice to the MUNICIPALITY, amend this Agreement to conform with changes in Federal, State, and/or County guidelines, regulations, directives, and objectives. Such amendments shall be incorporated by written amendment as a part of this Agreement.

ARTICLE X
ASSURANCES

10.1 MUNICIPALITY agrees that it will comply with the following assurances:

a. If applicable, the MUNICIPALITY shall inform affected persons of the benefits, policies, and procedures provided for under HUD regulations.

b. The MUNICIPALITY agrees further that it shall be bound by the standard terms and conditions used in the Grant Agreement between HUD and the COUNTY and such other rules, regulations or requirements as HUD may reasonably impose in addition to the aforementioned assurances at or subsequent to the execution of this Agreement by the parties hereto.

c. In accordance with the Drug Free Workplace Act of 1988, the MUNICIPALITY certifies that it has a policy designed to ensure that the MUNICIPALITY's

workplace is free from the illegal use, possession, or distribution of drugs or alcohol.

d. In compliance with Paragraph (2)(a) of Section 287.133, Florida Statutes, a "person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids or leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list."

10.2 The MUNICIPALITY certifies that, to the best of its knowledge and belief that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and It will require that the language of this Paragraph 8.12 be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

ARTICLE XI
FINANCIAL RESPONSIBILITY

11.1 The MUNICIPALITY gives the COUNTY, HUD, and the Inspector General, through any authorized representative, access to and the right to examine all records, books, papers, or documents relating to the project.

11.2 The MUNICIPALITY agrees to maintain books, records and documents in accordance with accounting procedures and practices which sufficiently and properly reflect all expenditures of funds provided under this Agreement.

11.3 The MUNICIPALITY further agrees to provide for audit purposes (upon request) all files, records and documents pertaining to related activities and clientele demographic data contained in this Agreement.

11.4 Any funds expended in violation of this Agreement shall be refunded in full from non-Federal resources.

11.5 Funding authorization through a Community Development Block Grant shall be used only for eligible activities specifically outlined in this Agreement. In the event material progress is not evidenced nor commenced within the time limitations of this Agreement, as determined by the COUNTY, the COUNTY may terminate this contract.

11.6 All funds not expended as a result of the aforementioned deficiency of significant material progress or returned as a result of expiration and subsequent termination of the original funding Agreement shall be used by the COUNTY at its discretion for reallocation to other eligible CDBG activities.

11.7 Program income (defined at 24 CFR 570.500) derived from the project, if any, shall be retained by the MUNICIPALITY to be used to recoup costs incidental to generation of the income, such as expendable supplies and labor costs.

11.8 If the MUNICIPALITY executes an Assignment of Proceeds and Grant of Lien to the COUNTY specifying the terms of reversion of proceeds from possible future sale of real property, it is incorporated by reference and made a part of this contract.

11.9 The COUNTY shall have the right to audit and monitor any program income as a result of a Community Development Block Grant activity.

ARTICLE XII
EVALUATION AND MONITORING

12.1 The MUNICIPALITY agrees that the COUNTY may carry out periodic monitoring and evaluation activities as determined necessary by the COUNTY. This Agreement is dependent upon satisfactory monitoring and evaluation of activities and other performance measures, including, but not limited to the terms of this Agreement, comparisons of planned versus actual progress relating to project scheduling, budget, and output measures. The MUNICIPALITY agrees to furnish upon request to the COUNTY or its designees, and make copies and/or transcriptions of such records and information as is determined necessary by the COUNTY. The MUNICIPALITY shall

submit, upon the request of the COUNTY, information and status reports required by the COUNTY or HUD on forms approved by the COUNTY.

12.2 A sample monitoring instrument attached as **Appendix E** contains the minimum monitoring measures to be used by the COUNTY. Other measures may also be utilized.

ARTICLE XIII
UNIFORM ADMINISTRATIVE REQUIREMENTS

13.1 Governmental subrecipients and the County shall comply with the 24 CFR Part 85 "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments":

a. Section 85.3, "Definitions";
b. Section 85.6, "Exceptions";
c. Section 85.12, "Special grant or subgrant conditions for 'high-risks' grantees";
d. Section 85.20, "Standards for financial management systems", except paragraph (a);
e. Section 85.21, "Payment", except as modified by State Statute 570.513;
f. Section 85.22, "Allowable costs";
g. Section 85.26, "Non-federal audits";
h. Section 85.32, "Equipment", except in all cases in which the equipment is sold, the proceeds shall be Program Income;
I. Section 85.33, "Supplies";
j. Section 85.34, "Copyrights";
k. Section 85.35, "Subawards to debarred and suspended parties";
l. Section 85.36, "Procurement", except paragraph (a);
m. Section 85.37, "Subgrants";
n. Section 85.40, "Monitoring and reporting program performance", except paragraph (b) - (d) and (f);
o. Section 85.41, "Financial reporting", except paragraphs (a), (b), and (e);
p. Section 85.42, "Retention and access requirements for records";
q. Section 85.43, "Enforcement";
r. Section 85.44, "Termination for convenience";
s. Section 85.51, "Later disallowances and adjustments"; and
t. Section 85.52, "Collection of amounts due".

The COUNTY and governmental subrecipients shall also comply with the provisions of OMB Circular A-133 - Audits of State and Local Governments Non-Profit Organizations; and OMB Circular A-87 - Cost Principles for State and Local Governments.

ARTICLE XIV
CONFLICT OF INTEREST

14.1 In the procurement of services by the MUNICIPALITY, the Conflict of Interest provision in 24 CFR 85.36 shall be adhered to as applicable.

ARTICLE XV
OTHER REQUIREMENTS

15.1 The COUNTY and the MUNICIPALITY agree to comply with all applicable Federal, State, and County laws ordinances, codes and regulations. Any conflict or inconsistency between the above Federal, State or County guidelines and regulations and this Agreement shall be resolved in favor of the more restrictive. More specifically, the COUNTY and the MUNICIPALITY agree to carry out each activity in compliance with all applicable Federal laws and regulations as described below:

- Public Law 88.352 - Title VI of the Civil Rights Act of 1964
- Public Law 90.284 - Title VIII of the Civil Rights Act of 1988
- Executive Order 11063 as amended by Executive Order 12259
- Section 109 of the Act
- Labor Standards
- National Flood Insurance Program
- Relocation and Acquisition
- Employment and Contracting Opportunities;
- Executive Order 11246 (41 CFR Chapter 60)
- Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 17010)
- Lead-Based Paint
- Use of Debarred, Suspended or Ineligible Contractors
- Displacement
- Conditions for Religious Organizations
- Non-Discrimination Base on Handicap
- Section 504 of the Rehabilitation Act of 1973
- Architectural Barriers Act of 1963
- Environmental Protection Agency Regulations.

15.2 The MUNICIPALITY will conform with the rules and regulations set forth under Section 3 of the Housing and Urban Development Act of 1968, (12 USC 1701u), as amended. If the MUNICIPALITY solicits or requests an invitation for bids, every effort feasible will be made to contact minority-owned and women-owned business enterprises for a response to the solicitation or invitation for bidders.

15.3 Neither the MUNICIPALITY's program nor the funds provided therefore, nor the personnel employed in the administration of the program shall be in any way or to any extent engaged in the conduct of political activities in contravention of the Hatch Act, Chapter 15 of Title 5, United States Code

ARTICLE XVI
GENERAL PROVISIONS

16.1 The COUNTY and the MUNICIPALITY agree to abide by the provision of Chapter 112.3135, Florida Statutes, pertaining to nepotism in their performance under this Agreement The COUNTY and the MUNICIPALITY also agree to abide by Chapter 119, Florida Statutes, Public Records and its successors.

16.2 This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein and that the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written.

16.3 This document shall be executed in three (3) counterparts, each of which shall be deemed to be an original.

16.4 Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party the contract shall forthwith be physically amended to make such insertion or correction.

ARTICLE XVII
INSURANCE AND BOND

17.1 The MUNICIPALITY shall maintain, at all times, the following minimum levels of Insurance and; shall, without in any way altering their liability, obtain, pay for and maintain insurance for the coverages and amounts of coverage not less than those set forth below.

a. Worker's Compensation -- in compliance with State and Federal laws.
b. Comprehensive Automobile Liability -- $1,000,000.00 combined single limit of liability for bodily injuries, death and property damage resulting from any one occurrence, including all owned, hired, and non-owned vehicles.
c. Comprehensive General Liability -- $1,000,000.00 combined single limit of liability for bodily injuries, death, and property damage, and personal injury resulting from any one occurrence, including the following coverages:
   I. Premises and Operations; and
   II. Broad Form Commercial General Liability Endorsement to include blanket contractual liability (specifically covering, but not limited to, the contractual obligations assumed by the firm); Personal Injury (with employment and contractual exclusions deleted); and Broad Form Property Damages coverages.

17.2 The MUNICIPALITY shall provide to the COUNTY original Certificates of Insurance satisfactory to the County to evidence such coverage before any work commences.

17.3 The MUNICIPALITY shall name the COUNTY as an additional insured on all policies related to the project, excluding worker's compensation and professional liability.

17.4 All insurance coverage shall be written with a company having an A.M. Best Rating of at least the "A" category and size category of VIII.

17.5 The MUNICIPALITY's self-insured retention or deductible per line of coverage shall not exceed $25,000 without the permission of the COUNTY. Such certificates of insurance provide that there shall be no termination, non-renewal modification or expiration of such coverage without forty-five (45) calendar days prior written notice to the COUNTY. In the event of any failure by the MUNICIPALITY to comply with the provisions; the COUNTY may, at its option, on notice to the MUNICIPALITY suspend the project for cause until there is full compliance. Alternatively, the COUNTY may purchase such insurance at the MUNICIPALITY's expense, provided that the COUNTY shall have no obligation to do so and if the COUNTY shall do so, the MUNICIPALITY shall not be relieved of or excused from the obligation to obtain and maintain such insurance amounts and coverages.

17.6 The MUNICIPALITY herein attests and certifies to the COUNTY that during the term, January 31, 2014 to the effective date of this agreement, the MUNICIPALITY had all insurance coverages and limits as set forth by the agreement.

17.7 The undersigned person signing as an officer on behalf of the MUNICIPALITY, a party to this Agreement, hereby severally warrants and represents that said person has authority to enter into this Agreement on behalf of said MUNICIPALITY and to bind the same to this Agreement, and, further that said MUNICIPALITY has authority to enter into this Agreement and that there are no restrictions or prohibitions contained in any article of incorporation or bylaw against entering into this Agreement.

IN WITNESS WHEREOF the parties hereto duly execute this Agreement as of the day and year first written above.

LAKE COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS

_____
Jimmy Conner, Chairman

This ____ day of _____, 20___

ATTEST

_____
Neil Kelly,Clerk of the Board
of County Commissioners of Lake County Florida

Approved as to form and legality

_____
Sanford A. Minkoff
County Attorney

MUNICIPALITY

ATTEST:

_____
Robert Wolfe, Mayor

_____
Nancy Barnett, City Clerk

This ____ day of _____, 20___.

Approved as to form and legality:

_____
Robert Q. Williams, City Attorney

APPENDIX A
SCOPE OF SERVICES

1. The MUNICIPALITY intends to use its FY 2013-14 Community Development Block Grant (CDBG) funds to ***construct bathroom for Ingraham Park*** More specifically, the improvements include:

    - Construct bathrooms in Ingraham Park located in a low-moderate area in Tavares.

2. The MUNICIPALITY will oversee implementation of the project with assistance from the County as follows:

    - Construct Restroom Facility at Ingraham Park.

    It shall be the responsibility of the MUNICIPALITY to ensure that all contracted services shall be procured in such a manner as to encourage free and open competition following statutory procurement practices, and, in all contracts for outside labor, to include compliance with federal labor standards, where applicable, and with other federal requirements. The County will assist the MUNICIPALITY to ensure that these requirements are met.

2. Implementation of the project shall proceed according to the Schedule on Appendix A, Page 2.

Implementation Schedule

Task	Start	Contract Month												End
		11/ 12	12/ 12	01/ 13	02/ 13	03/ 13	04/ 13	05/ 13	06/ 13	07/ 13	08/ 13	09/ 13	10/ 13	
Design	*3/14*	X	X											*04/14*
Interlocal Agreement Approved	*4/114*	X	X	X										*05/14*
Bids Requested	*05/14*			X	X									*06/14*
Approval of Bids	*06/14*				X	X								*07/14*
Enter in to Contract	*07/14*					X	X							*08/14*
Construction Begins	*08/14*						X	X						*10/14*
Project Closeout	*10/14*								X					*12/14*

3. The MUNICIPALITY shall comply with the following other requirements:

- Prior to rehabilitation/construction, Department of Community Services-CDBG Division staff will review and approve specifications and cost allocations.

- The MUNICIPALITY shall include in all advertising and/or promotion a statement that whole or partial funding of the project is supplied by Lake County Community Development Block Grant Funds, or wording to that effect.

- The MUNICIPALITY shall maintain documentation that ensures eligibility and compliance with a National Objective of the CDBG program.

- The Scope of Service may not be changed or modified without prior written approval by the COUNTY.

APPENDIX B
BUDGET

The MUNICIPALITY shall adhere to the following budget in carrying out this Agreement. LINE ITEMS MAY NOT BE ADDED to the Budget during the term of this Agreement.

Category	Line Item	CDBG Funds	Other Funding	Total
Salaries & benefits (service delivery or labor costs only)				
Materials & equipment				
	Engineering and Construction	$5,000	$9,500	$14,500
	Restroom Facility	$65,000		$65,000
	Restroom Sewer Connection	$5,000		$5,000
	Recognition Plaque		$100	$100
Consultants & professional services				
Other expenses				
	Totals	$75,000	$9,600	$84,600

The MUNICIPALITY may request **PRIOR** approval for Budget line item shifts, except that such line item shifts involving personnel shall not result in an increase in the rate of such salaries. Requests for line item shifts shall be granted by the Lake County Housing Services Division (HSD) as it deems reasonable and necessary for the performance of Services and shall not be deemed approved unless given **IN WRITING** by HSD.

APPENDIX C

REIMBURSEMENT REQUEST FOR CDBG FUNDS

PROJECT NAME: ***CDBG 2013-14 Ingraham Park Project***
Urban County Partner: ***Tavares***

PAYROLL (Must have authorized timesheets and payroll information): $_____

INVOICES (Attach all relevant invoices and copies of disbursed checks): $_____

EQUIPMENT (Office, etc., along with procurement information): $_____

OTHER CONTRACTS (Provide copies of contracts using CDBG funds): $_____

REIMBURSEMENT REQUEST TOTAL: $_____

_____ _____
Authorized Signature Date

==========
For CDBG Use Only

ACCCOUNT NUMBER *(* *)*

SUBJECT TO PROGRAM INCOME? YES_____ NO_____

_____APPROVED PROGRAM SUPERVISOR
SIGNATURE / DATE

_____APPROVED HOUSING DIRECTOR
SIGNATURE / DATE

NOTES:_____

_____

VENDOR/INVOICE FORM

Account Number *(* *)*
Project Title ***CDBG 2013-14 Ingraham Park Project***
To: Lake County Department of Community Services
From: ***Tavares***

Paid Invoices (Period Covered) from _____ To _____

List Each Invoice #	Check Number	Vendor Names	Project Total on Invoice
		TOTAL	

IN-KIND CONTRIBUTIONS [report if applicable]: Contributions used in completion of project using other than CDBG funds [e.g., labor, materials, financial contributions, etc.]

TOTAL EARNED		$	
LESS RETAINAGE		-$	
TOTAL LESS RETAINAGE – BALANCE DUE		$	
Awarded Funds:	Previous Balance Forward	Reimbursement Amount	Balance Forward
CDBG FUNDS ($75,000)	$0.00	$0.00	$0.00

I certify that to the best of my knowledge the data reported in this reimbursement request is accurate.

_____/_____
Signature and Title Date

SPECIAL NOTE: ALL Invoices and Checks listed above must be attached (as well as any Bidding Information and Contracts).ALL COPIES MUST BE LEGIBLE AND REPRODUCIBLE.

APPROVAL

_____/_____
CDBG Program Supervisor Date

_____/_____
Housing Division Manager Date

APPENDIX D
CONSTRUCTION MONTHLY STATUS REPORT

[Goals and accomplishments reported must be measurable and specific to activities outlined in the Scope of Services.]

Urban County Partner: ***Tavares***

PROJECT: ***CDBG FY 2013-14 ADA Ingraham Park Project***

ACCOUNT NUMBER: *(* *)*

REPORT PERIOD _____ THROUGH _____

Activity	Estimated Start Date	Actual Start Date	Estimated Completion Date	Actual Completion Date

Attach narrative documentation for all activities, if applicable.

PROJECT GOALS FOR NEXT REPORTING PERIOD:

_____

_____

_____

_____

Signature:_____ Date:_____

APPENDIX E
Sample Monitoring Instrument

Sample Monitoring Instrument for Public Facilities

Construction activities	Yes	No	N/A
Is there a copy of the contract for professional services?			
Are there copies of all plans and specifications?			
Is there a copy of the Davis Bacon Wage Determination?			
Is there verification of the bid opening?			
Is there documentation of the pre-construction conference?			
Are all monthly reports current?			
Have any requests for Budget changes been properly documented/filed?			
Have all invoices submitted contained the required documentation/backup?			
Are partial payment requests verified by site inspections?			
Are "Change Orders" properly documented and processed?			
Have all payroll requests been verified/adjusted properly?			
Is there a final inspection report preceding final payment?			
Have any/all liens against the contractor been released?			

Proposed Budget and Cost Estimate

Category	Line Item	CDBG Funds	Other Funding	Total
Salaries & benefits (service delivery or labor costs only)				
Materials & equipment	Engineering and Construction Mgt.	$5,000	$9,500	$14,500
	Restroom Facility	$65,000		$65,000
	Restroom Sewer Connection	$5,000		$5,000
	Recognition Plaque		$100	$100
Consultants & professional services				
Other expenses				
	Totals	$75,000	$9,600	$84,600

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: February 19, 2014

AGENDA TAB NO. 4

SUBJECT TITLE: Request for Sponsorship to Advertise City Events on Radio during High School Basketball and Baseball Season 2014

OBJECTIVE:

To request approval for sponsorship for broadcast of Tavares High School Basketball and Baseball Games in the amount of $300 ($150 each)

SUMMARY:

Previously Council authorized the payment of $150 from the CRA funds to support the high school football season broadcasts on the local radio station WBLE. This provided an opportunity to also advertise the upcoming city events.

The high school coach has requested that the City Council consider sponsoring the broadcasts for the basketball and baseball seasons. The cost is $150.00 each.

OPTIONS:

1) Move to approve the sponsorship of the Tavares High School basketball and baseball season broadcasts on WBLE at a total cost of $300
2) Do not approve the sponsorship.

STAFF RECOMMENDATION:

Move to approve the sponsorship fee of $300 to be paid to WLBE to support the Tavares High School Basketball and Baseball season and promote advertising for city events.

FISCAL IMPACT:

The $300 will be paid from CRA funds in the current budget.

LEGAL SUFFICIENCY: Legally sufficient.

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: February 19, 2014

AGENDA TAB NO. 5
SUBJECT TITLE: Establishment of FY 2015 Broad Budget Priorities

OBJECTIVE: To establish the City Council's broad budget priorities for the City Administrator to use in developing the FY 2015 budget (October 1, 2014 through September 30, 2015).

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

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

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

(Note: in addition to the above are debt service costs associated with previously constructed projects)

Attached to this summary are:

Exhibit A: Recent Historical Information Regarding the City Budget
Exhibit B: Future Budgetary Information

STAFF RECOMMENDATION: That Council discusses and then establishes broad budget priorities for the City Administrator to incorporate into the FY 2014 budgets for all funds including a discussion on:

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

FISCAL IMPACT: Impacts FY 2015 budget and millage rate

LEGAL SUFFICIENCY: This is legally sufficient.

Exhibit A

Recent Historical Information Regarding the City Budget

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

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

The fruits of this Council's, staff's and citizens labor have not come without challenges. While the City was investing in itself and experiencing economic recovery, it did it amongst the back drop of some very challenging national and state economic realities. In addition to the increasing cost to maintain the same level of service, the city added services (seaplane base, marina, pavilion, train station, special events, rail, reclaimed water, street beatification/irrigating, Park improvements, Wooton Park expansion, additional recreational ball fields etc..).

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

Exhibit B

Future Budgetary Information

1. **Utilities: Water, Sewer, Reclaim and Storm Water:** The City will need to conduct an updated rate study. They are typically done every five (5) years. The current rate study for water, sewer and reclaim addressed adequate funding for the previos five years by instituting an automatic Consumer Price Index (CPI) plus 1% annual rate increase. These automatic rate increases provided sufficient revenues to keep up with the increased cost of delivering utility services of water, sewer and reclaim. The rate updated rate study will add storm water and ensure that rates are adequate to meet the costs of delivery of services for the next five years.
2. **Garbage Collection:** Council previously addressed adequate future funding for this program by adopting automatic CPI increase annually on the residential side and negotiating a new agreement on the commercial side with its commercial vender.
3. **Seaplane base and Marina Enterprise:** It is anticipated that revenues from sales will keep up with the increased cost that occur with delivering products and services. The goal of this Enterprise is self sufficiency over the next three to five years.
4. **Pavilion On The Lake:** It is anticipated that the facility will open up in June with grand opening Saturday October 11, 2014. A previously presented business plan outlines the projected revenues and expenses with the goal of self sufficiency.
5. **Capital Improvement Projects**: The City Council previously developed a five year program (see attached). This plan will need to be updated based on what has occurred and what this Council desires the outcome to be for FY 15 and out years.
6. **Debt Service Costs**: The only new debt that the City Council may want to explore is funding for the new Public Safety Complex. Other then that, no new debt is projected.
7. **General Fund:** At this early point in time, it is virtually impossible to predict with precision the actual revenue or expenses that will occur for next Fiscal Year 2014 (October 1, 2013 through September 30, 2014) because the city does not know:

    1. How much property values will increase? (The Property Appraiser issues that report in May).
    2. What the State shared revenues will be? (State predictions fall out in June)
    3. What the increased operational cost will be? (fuel, electricity, insurance etc)

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

Revenues:

1. Property values increasing slightly
2. All other revenues increasing by approximately 2% over current year.

Expenses:

1. Operational expense increasing by approximately 5%
2. Healthcare cost going up significantly

July 17, 2013

CITY OF TAVARES

2014

Five – Year Capital Improvement Plan

For the Current Fiscal Year
And Fiscal Years 2014, 2015, 2016, 2017 & 2018
Including FY 2013, the current year

TAVARES
America's Seaplane City™

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY
OVERVIEW OF REQUESTED PROJECTS

CAPITAL PROGRAM DEFINED

The Government Finance Officer's Association defines "capital assets" as assets of significant value and having a useful life of several years. Capital assets are also called fixed assets. A "Capital Improvement Program" is a plan for capital expenditures to be incurred each year over a fixed period of several years (usually five or six) setting forth each capital project and identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of paying for those expenditures.

SUMMARY OF RECOMMENDED PROJECTS

The proposed 2013-2018 (including the current fiscal year) includes 145 Capital Projects (including capital equipment) with a total value of $151,333,654. The following represents the percentage of total funding that each defined category will need allocated: Beautification .9%, Economic Development 33.1%, Public Buildings & Facilities 7.5%, Parks & Recreation 16.5%, Transportation Improvements 9.3%, Potable Water Facilities 12.6%, Reuse Water 2.6%, Wastewater Facilities 11.4%, Solid Waste Collections .5%, Stormwater 4.2%, and General Government Capital Equipment .9%.

Twenty-five (29) Revenue Sources have been identified as possible funding sources utilitizing five types of financing options: pay-as-you-go, debt issuance, capital lease, grants, and mixed (a combination of several funding sources).

The City of Tavares has implemented an Econcomic Development initiative in 2007 which includes an Economic Development Department with a grant writing component which has enhanced the City's ability to secure various grant funding opportunities.

SUMMARY OF MAJOR PROGRAMS

The following table presents a summarized breakdown of the costs of the various projects recommended for funding categorized by major category for each of the five years covered by the Capital Improvement Program.

Table 1
Capital Improvement Program
2011/13 - 2015/18
Summary of Recommended Capital Projects by Function

	Program	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Total
1	Beautification	-	-	556,116	350,000	350,000	100,000	1,356,116
2	Econcomic Development	12,169,236	6,526,650	8,496,650	20,970,000	1,750,000	250,000	50,162,536
3	Public Buildings & Facilities	241,000	313,603	1,849,607	8,552,917	386,666	-	11,343,793
4	Parks & Recreation	2,171,000	275,000	358,180	3,704,000	10,000,000	8,500,000	25,008,180
5	Transportation	2,586,940	5,017,607	4,233,075	1,317,729	961,465	10,000	14,126,816
6	Water Facilities & Improvements	2,387,987	3,897,713	5,789,878	4,099,000	2,944,000	-	19,118,578
7	Wastewater Facilities & Improvements	3,661,637	4,742,520	2,526,710	3,714,680	2,606,980	-	17,252,527
8	Water Reuse/Reclaimation	4,002,974	-	-	-	-	-	4,002,974
9	Solid Waste	255,000	260,950	-	322,500	50,000	285,000	1,173,450
10	Stormwater	27,000	3,757,000	395,000	200,000	2,000,000	-	6,379,000
11	General Government	54,011	538,431	508,242	11,000	298,000	-	1,409,684
	Total Programs	$ 27,556,785	$ 25,329,474	$ 24,713,458	$ 43,241,826	$ 21,347,111	$ 9,145,000	$ 151,333,654

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY

Table 2
Capital Improvement Program
2011/13 - 2015/18
Schedule of Capital Projects by Recommended Funding Source

	Funding Source			2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Total
1	General [4]	Pay-as-you-go	General Oper	$ 351,451	$ 237,506	$ 1,001,235	$ 378,729	$ 359,465	$ 10,000	$ 2,338,386
2	General Long Term Debt [2]	Debt	General Debt	5,613,036	250,000	-	6,486,250	-	-	12,349,286
3	Water/Wastewater	Pay-as-you-go	W/WW Oper	780,669	985,823	1,289,073	1,183,500	16,000	-	4,255,065
4	State Revolving Loan Fund/USDA [1]	Debt	W/WW Debt	6,621,282	6,651,110	3,325,555	-	-	-	16,597,947
5	Stormwater Debt	Debt	STORM DEBT	-	2,603,000	-	-	-	-	2,603,000
6	USDA Subsidized Loans	USDA	USDA	-	-	-	-	-	-	-
7	Capital Lease	Capital Lease	Capital Lease	255,000	575,000	-	322,500	50,000	285,000	1,487,500
8	Solid Waste	Pay-as-you-go	Solid Waste Oper	-	5,950	-	-	-	-	5,950
9	Stormwater	Pay-as-you-go	Stormwater Oper	27,000	54,000	150,000	-	-	-	231,000
10	Police & Fire Impact Fees	Pay-as-you-go	Pub Sfty Imp	57,750	-	52,250	-	-	-	110,000
11	Infrastructure Sales Tax	Pay-as-you-go	Sales Tax	-	79,394	785,680	850,000	750,000	-	2,465,074
12	Grants	Grants	Grants	1,519,950	2,139,266	4,529,922	28,774,000	14,150,000	8,500,000	59,613,138
14	Lake County CDBG	Grants	Grants	52,500	-	-	-	-	-	52,500
15	FRDAP Grants	Grants	Grants	-	-	-	-	1,500,000	-	1,500,000
16	FDOT - FL Dept of Transportation	Grants	Grants	5,875,000	4,600,000	4,600,000	-	-	-	15,075,000
	USDA Grants	Grants	Grants	-	-	-	-	-	-	-
17	Lake County Board of County Commission	Grants	Grants	-	-	-	-	-	-	-
18	Florida Central Rail Road	Grants	Grants	-	-	-	-	-	-	-
19	Federal Rail Administration	Grants	Grants	1,100,000	1,100,000	-	-	-	-	2,200,000
20	Lake County Water Authority - LCWA	Grants	Grants	-	-	-	-	-	-	-
21	FBIP - Florida Boating & Improvement Grant	Grants	Grants	-	-	-	-	-	-	-
22	Water/Wastewater Impacts [3]	Pay-as-you-go	W/WW Impacts	1,888,000	854,300	3,701,960	4,630,180	3,534,980	-	14,609,420
23	Water/Wastewater Renewal & Replacement	Pay-as-you-go	W/WW RR&I	55,400	149,000	-	-	-	-	204,400
24	Lake County Library Impacts	Pay-as-you-go	Lib Impacts	-	40,000	346,667	266,667	386,666	-	1,040,000
25	Lake County Trans Impacts	Pay-as-you-go	Tran Impacts	2,500,000	5,000,000	2,500,000	-	-	-	10,000,000
26	ST. Johns River Water Management District	Grants	Grants	707,247	-	-	-	-	-	707,247
27	Mixed (*various funding sources to be determined*)	Mixed	Mixed	142,500	-	2,431,116	350,000	600,000	350,000	3,873,616
28	Pavilion Operations	Pay-as-you-go	Pavilion Oper	-	5,125	-	-	-	-	5,125
29	Seaplane Operations	Pay-as-you-go	Seaplane Oper	10,000	-	-	-	-	-	10,000
	Total Funding Sources			$ 27,556,785	$ 25,329,474	$ 24,713,458	$ 43,241,826	$ 21,347,111	$ 9,145,000	$ 151,333,654
				$ -	$ -	$ -	$ -	$ -	$ -	

[1]Woodlea Sports Project has been included with grant funding in the above table as needed debt for this project may not be sustainable with current revenue constraints

[2]Impact Fees will be used to offset debt service obligations for the SRF projects, therefore W/WW Impact projects may need to be held until sufficient resources exist

[3]Impact Fee Projects listed above have not been included in the fund schedule for expenditures for Water/Wastewater as funding will need to be determined on a year to year basis due to debt and cash flow variables

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY

Table 3
Capital Improvement Program
2011/13 - 2015/18
Schedule of Capital Projects by Recommended Funding Source

C= Completed
OG = Ongoing
P=Planning
F = Future

No.	Program		Dept	Funding	Status	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Total
	Beautification											
2	Streetscape Improv on-going(3d)	3d	5901	MIXED	F	-	-	500,000	250,000	250,000	-	1,000,000
3	Gateways (ongoing) (3h)	3h	5901	MIXED	F	-	-	56,116	100,000	100,000	100,000	356,116
	Total Beautification					$ -	$ -	$ 556,116	$ 350,000	$ 350,000	$ 100,000	$ 1,356,116
	Economic Development											
9	Tavares Square Const Docs(2c)	2c	5901	MIXED	F	-	-	-	-	250,000	250,000	500,000
9	Tavares Square Const (3f) - property purchase	3f	5901	MIXED	F	-	-	1,500,000	-	-	-	1,500,000
58	Mainstreet Traffic Circle		5901	LCBCC	C	-	-	-	-	-	-	-
53	Freight Village-Prelim & Conceptual Design		5901	GRANTS	F	-	-	75,000	-	-	-	75,000
53	Freight Village (Rail Village)		5901	GRANTS	F	-	-	-	5,970,000	-	-	5,970,000
55	Parking Garage - 2nd Dwntwn (2d) surf design	2d	5901	GRANTS	F	-	-	75,000	-	-	-	75,000
55	Parking Garage - 2nd Dwntwn (2d) surf const	2d	5901	GRANTS	F	-	-	750,000		-	-	750,000
55	Parking Garage - 2nd Dwntwn (2d) multi-story	2d	5901	GRANTS	F	-	-	-	15,000,000	1,500,000	-	16,500,000
56	Railroad Station - internal borrowing		5901	GEN DEBT	F	300,000	-	-	-	-	-	300,000
56	Railroad Station - Chamber Contribution		5901	MIXED	F	142,500	-	-	-	-	-	142,500
57	Bury Downtown Elec Lines	0	5901	GRANTS	F	-	-	750,000	-	-	-	750,000
143	Commuter Rail Study (Tavares Match)		5901	GEN	OG	35,000	-	-	-	-	-	35,000
143	Commuter Rail Study (State Portion)		5901	FDOT	OG	1,275,000	-	-	-	-	-	1,275,000
143	Commuter Rail Study (Counties, Cities Match)		5901	GRANTS	OG	390,000	-	-	-	-	-	390,000
54	Railroad Continuous Welded Track		5901	GEN	F	80,000	80,000	-	-	-	-	160,000
54	Railroad Continuous Welded Track		5901	FRA	F	1,100,000	1,100,000	-	-	-	-	2,200,000
54	Railroad Continuous Welded (Various Cities & Counties)		5901	GRANTS	F	746,700	746,650	746,650	-	-	-	2,240,000
54	Railroad Continuous Welded Track		5901	FDOT	F	4,600,000	4,600,000	4,600,000	-	-	-	13,800,000
231	Wooton Park Expansion - Land Purchase		5901	GEN DEBT	C	2,400,036	-	-	-	-	-	2,400,036
231	Wooton Park Expansion		5901	GRANTS	OG	200,000	-	-				200,000
231	Wooton Park Expansion		5901	GEN DEBT	OG	900,000	-	-	-	-	-	900,000
	Total Econcomic Development					$ 12,169,236	$ 6,526,650	$ 8,496,650	$ 20,970,000	$ 1,750,000	$ 250,000	$ 50,162,536
	Public Buildings & Facilities											
5	Pub Safety Facility - Prelim Design Phase 1		2201/2101	GRANTS	F	173,250	-	-	-	-	-	173,250
5	Pub Safety Facility - Prelim Design Phase 1		2201/2101	PUB SFTY IMP	O	57,750	-	-	-	-	-	57,750
5	Pub Safety Facility - Design		2201/2101	GRANTS	O	-	268,478	58,272	-	-	-	326,750
5	Pub Safety Facility - Design		2201/2101	PUB SFTY IMP	O	-	-	52,250	-	-	-	52,250
5	Pub Safety Facility - Design Phases 2 & 3		2201/2101	MIXED	O	-	-	375,000	-	-	-	375,000
5	Pub Safety Facility - Land Acquisition		2201/2101	SALES TAX	C	-	-	-	-	-	-	-
5	Pub Safety Facility - Const		2201/2101	GRANTS	F	-	-	500,000	-	-	-	500,000
5	Pub Safety Facility - Const		2201/2101	GEN DEBT	F	-	-	-	6,486,250	-	-	6,486,250
143	Lighted Sign Board		2101	PUB SFTY IMP	P	-	-	-	-	-	-	-
59	Publc Works Facility - Design Phase 1		4101	GRANTS	F	-	-	30,000	-	-	-	30,000
59	Public Works Facility - Design Phase 2		4101	GRANTS	F	-	-	200,000	-	-	-	200,000
59	Public Works Facility - Const		4101	GRANTS	F	-	-	-	1,800,000	-	-	1,800,000
245	Library Facility Expansion		7101	LC LIB IMPACTS	F	-	40,000					40,000
6	Library Facility Expansion		7101	LC LIB IMPACTS	F	-	-	346,667	266,667	386,666	-	1,000,000
7	City Hall Roof Replacement		4101	GEN	F	-	-	87,418	-	-	-	87,418
235	City Facility A/C Upgrades		4101	GEN	OG	-	-	50,000	-	-	-	50,000
238	Public Works Work Barn Renovations		4101	GEN	OG	-	-	75,000	-			75,000
239	Public Works Generator Backup - 125KV		4101	GEN	OG	-	-	75,000	-	-	-	75,000
246	Equipment - Misc fo rPavilion		7501	PAVILION OPER	OG	-	5,125	-	-	-	-	5,125
228	Marina Equipment		4304	SEAPLANE OPER	OG	1,500	-	-	-	-	-	1,500

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY

Table 3
Capital Improvement Program
2011/13 - 2015/18
Schedule of Capital Projects by Recommended Funding Source

No.	Program		Dept	Funding	Status	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Total
	Public Buildings & Facilities Cont'd											
229	Operations Radio		4304	SEAPLANE OPER	OG	3,500	-	-	-	-	-	3,500
230	Power Boxes - 2		4304	SEAPLANE OPEF	OG	5,000	-	-	-	-	-	5,000
	Total Public Buildings & Facilities					$ 241,000	$ 313,603	$ 1,849,607	$ 8,552,917	$ 386,666	$ -	$ 11,343,793
	Parks & Recreation											
61	Aesop Pk - Security Cameras		7201	GEN	OG	-	-	-	-	-	-	-
60	Aesop Park - Land Acquisition		7201	GRANTS	F	-	-	-	594,000	-	-	594,000
12	Replace Dugouts at Stover		7201	SALES TAX	F	-	-	-	100,000	-	-	100,000
62	Replace Fencing at Stover Park-Const		7201	GRANTS	F	-	-	200,000	-	-	-	200,000
13	Floating Docks at TRP		7201	SALES TAX	OG	-	-	-	-	-	-	-
13	Floating Docks at TRP		7201	FBIP	OB			-		-	-	-
63	St. Clair Abram House Acquisition		7201	GRANTS	F	-	-	-	535,000	-	-	535,000
136	Bleachers for the Woodlea Ballfields		7201	GEN	OG	-	-	30,000	-	-	-	30,000
137	Flagpole & Lights at Cemetery		7201	GEN	OG	-	-	3,000	-	-	-	3,000
138	Resurface Basketball Courts		7201	SALES TAX	OG	-	-	35,680	-	-	-	35,680
139	Outdoor Movie Screen/System		7201	GEN	OG	-	-	16,000	-	-	-	16,000
140	RecPro Software		7201	GEN	OG	-	-	15,000	-	-	-	15,000
141	Inflatable Acoustic Band Shell		7201	GEN	OG	-	-	12,000	-	-	-	12,000
142	F-250 4x2 Trucks (2)		7201	GEN	OG	-	-	43,000	-	-	-	43,000
146	Windscreens for Tennis Courts		7201	GEN	OG	-	-	2,000	-	-	-	2,000
147	Golf Cart		7201	GEN	OG	-	-	1,500	-	-	-	1,500
144	PA Sound System		7201	GEN	OG	-	-	-	-	-	-	-
247	Ingraham Park Restrooms		7201	GEN	OG	-	25,000	-	-	-	-	25,000
148	Resurface Tennis Courts at Aesop's Park		7201	GEN	OG	8,000	-	-	-	-	-	8,000
241	Replace/Renovate Docks at Nature Park		7201	GEN	OG	150,000	-	-	-	-	-	150,000
242	Renovate/Update/Construct Wooton Pk Restrooms		7201	GEN	OG	-	-	-	300,000	-	-	300,000
145	Seaplane Base/Wooton Park Pavilion		7201	GEN DEBT	OG	-	-	-	-	-	-	-
0	Seaplane Base/Wooton Pk Pavilion - SP Mooring		7201	GEN DEBT	OG	-	250,000	-	-	-	-	250,000
145	Seaplane Base/Wooton Park Pavilion		7201	GEN DEBT	OG	2,013,000	-	-	-	-	-	2,013,000
15	Woodlea Sports Complex		7201	SALES TAX	OG	-	-	-	-	-	-	-
16	Woodlea Sports Complex		7201	LCBCC	OG	-	-	-	-	-	-	-
15	Woodlea Sports Complex		7201	FRDAP GRANT	F	-	-	-	-	1,500,000	-	1,500,000
15	Woodlea Sports Complex		7201	GRANTS	F	-	-	-	2,175,000	8,500,000	8,500,000	19,175,000
	Total Parks & Recreation					$ 2,171,000	$ 275,000	$ 358,180	$ 3,704,000	$ 10,000,000	$ 8,500,000	$ 25,008,180
	Transportation											
17	Sidewalks		4101	GEN	OG	5,000	17,607	33,075	34,729	36,465	-	126,876
17	Sidewalks		4101	CDBG	OG	52,500	-	-	-	-	-	52,500
77	Street Sign Replacement		4101	GEN	OG	-	-	10,000	10,000	10,000	10,000	40,000
200	Todd Way Cul-de-Sac		4101	GEN	C	19,440	-	-	-	-	-	19,440
19	Alleyway Improvements		4103	SALES TAX	F	-	-	-	-	-	-	-
19	Alleyway Improvements		4103	GEN DEBT	F	-	-	-	-	-	-	-
19	Alleyway Improvements (3g)	3g	4103	GRANTS	F	-	-	150,000	500,000	150,000	-	800,000
21	Ruby St Doc & Perm (2b) Pre Design/Sidwlks	2b	5901	GRANTS	OG	10,000	-	-	-	-	-	10,000
22	Alfred Street (2f)	2f	5901	TRAN IMPACTS	OG	-	-	-	-	-	-	-
22	Alfred Street (2f) - Streetscape Design	2f	5901	GEN DEBT	OG	-	-	-	-	-	-	-
22	Alfred Street (3c) - Construction	3c	5901	TRAN IMPACTS	OG	2,500,000	5,000,000	2,500,000	-	-	-	10,000,000
8	Ruby Street Design (2a)	2a	5901	GRANTS	F	-	-	250,000	-	-	-	250,000
21	Ruby Street (3e)	3e	5901	GRANTS	F	-	-	500,000	-	-	-	500,000
238	Road Striping		4101	GEN	OG	-	-	15,000	15,000	15,000	-	45,000
240	Traffic Signal Improvements		4101	GEN	OG	-	-	8,000	8,000	-	-	16,000
240	Traffic Signal LED Conversion		4101	GEN	OG	-	-	17,000	-	-	-	17,000
65	Road Paving Improvements		4103	SALES TAX	F	-	-	750,000	750,000	750,000	-	2,250,000
	Total Transportation					$ 2,586,940	$ 5,017,607	$ 4,233,075	$ 1,317,729	$ 961,465	$ 10,000	$ 14,126,816

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY

Table 3
Capital Improvement Program
2011/13 - 2015/18
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No.	Program	Dept	Funding		2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Total
	Water Facilities & Improvements										
67	Consumptive Use Permit	3301	W/WW	C	200,000	-	-	-	-	-	200,000
26	Distrib Relocations & Upgrades - ??	3301	W/WW	F	145,000	-	1,155,000	1,155,000	-	-	2,455,000
27	Distribution Expansion - ??	3301	IMPACTS	F	1,888,000	-	944,000	944,000	944,000	-	4,720,000
28	Alfred Street Upgrades & CRA Upgrades	3301	SRF	F	-	3,325,555	3,325,555	-	-	-	6,651,110
29	Alternative Potable Water Supply	3301	IMPACTS	F	-	-	350,000	-	-	-	350,000
29	Alternative Potable Water Supply	3301	GRANTS	F	-	-	-	2,000,000	2,000,000	-	4,000,000
153	Pole Barn - internal office enclosure central a/c	3301/3302	W/WW	F	-	-	10,000	-	-	-	10,000
154	Dell ATG & Docking Station - Grid Map/Line Loc	3302	W/WW	F	-	-	5,323	-	-	-	5,323
155	Plant #1 High Service Pump #3	3301	W/WW	OG	-	-	-	-	-	-	-
156	Plant #4 12" Mag-Effluent Meter	3301	W/WW	OG	-	-	-	-	-	-	-
157	Plant #1 - High Service Pump and Motor	3301	W/WW	OG	-	-	-	-	-	-	-
158	Plant #4 - High Service Pump and Motor	3301	W/WW	OG	-	-	-	-	-	-	-
208	Coumputer Treatment Inventory Software (H.T.E)	3301	W/WW	OG	5,550	-	-	-	-	-	5,550
209	Pole Barn for Storage - shared with distribution div	3301	W/WW	OG	2,500	-	-	-	-	-	2,500
210	Plant #4 - High Service Pump and Motor	3301	W/WW	OG	2,000	-	-	-	-	-	2,000
211	Plant #4 - Air Conditioner Replacement	3301	W/WW	OG	12,000	-	-	-	-	-	12,000
212	Plant #4 - Roof Replacement	3301	W/WW	OG	15,000	-	-	-	-	-	15,000
248	Land Purchase - East of Plant # (future well)	3301	W/WW	OG	-	40,000	-	-	-	-	40,000
249	AB 1746-N14 SLC 4-Point Module	3301	W/WW	OG	-	1,080	-	-	-	-	1,080
250	F250 Truck - replacing a 1995 F250	3302	W/WW	OG	32,485	-	-	-	-	-	32,485
251	F250 Truck - replacing a 1996 F250	3302	W/WW	OG	32,485	-	-	-	-	-	32,485
252	Pole Barn for Storage - Water Treatment Share	3301	W/WW	OG	2,500	-	-	-	-	-	2,500
253	Fire Hydrants - Two	3302	W/WW	OG	5,000	-	-	-	-	-	5,000
254	Valve Insertion Program	3302	W/WW	OG	1,667	-	-	-	-	-	1,667
255	Insertion Valves for Problem Flow Control Areas	3301	W/WW	OG	14,450	-	-	-	-	-	14,450
256	Envista Software - Water Treatment Share	3301	W/WW	OG	-	5,500	-	-	-	-	5,500
257	TOKAY Link	3302	W/WW	OG	-	2,779	-	-	-	-	2,779
258	12" Water Main Line - Main Street and Disston Avenue	3301	W/WW RR&I	OG	-	104,000	-	-	-	-	104,000
259	3,000 Gallon Diesel Fuel Tank (Plant #1)	3301	W/WW	OG	-	1,540	-	-	-	-	1,540
260	Plant Chlorinator Vacuum Switch	3301	W/WW	OG	-	2,640	-	-	-	-	2,640
261	V-10K Chlorinator - Plants 1 and 4	3301	W/WW	OG	-	7,359	-	-	-	-	7,359
262	Chlorinator Automatic Switchover Regulator	3301	W/WW	OG	-	6,380	-	-	-	-	6,380
263	Fluoride Chemical Transfer Pump	3301	W/WW	OG	-	8,530	-	-	-	-	8,530
264	Fluoride Metering Chemical Pump	3301	W/WW	OG	-	2,902	-	-	-	-	2,902
265	AB 1746-N18 SLC 8-Point Module	3301	W/WW	OG	-	3,058	-	-	-	-	3,058
266	AB 1746-N041 SLC 8-Point Module	3301	W/WW	OG	-	1,529	-	-	-	-	1,529
159	Pipe Locators	3302	W/WW	OG	-	4,416	-	-	-	-	4,416
160	Fire Hydrant Replacement Program	3302	W/WW	OG	-	5,445	-	-	-	-	5,445
161	Valve Replacement Program	3302	W/WW	OG	1,500	-	-	-	-	-	1,500
162	6',8", & 10" Insertion Valves	3302	W/WW	OG	-	-	-	-	-	-	-
163	Fire Hydrants - Business & Property Protection	3302	W/WW	OG	3,400	-	-	-	-	-	3,400
164	Valve Installation Program	3302	W/WW	OG	1,500	-	-	-	-	-	1,500
165	Design - Proposed Water Line Ext - SR 19	3302	W/WW	OG	-	-	-	-	-	-	-
166	Design - Proposed Water Line Ext - Alfred St.	3302	W/WW	OG	-	-	-	-	-	-	-
167	Design - Proposed Water Line Ext - Nightingale	3302	W/WW	OG	-	-	-	-	-	-	-
244	Royal Harbor Pressure Improvements	3302	W/WW	OG	-	375,000	-	-	-	-	375,000
213	Wacker Packer Replacement	3302	W/WW	OG	1,900	-	-	-	-	-	1,900
214	5" & 8" Insertion Valves	3302	W/WW	OG	13,000	-	-	-	-	-	13,000
215	Coumputer Treatment Inventory Software (H.T.E)	3302	W/WW	OG	550	-	-	-	-	-	550
216	Envista Computer Software - GIS	3302	W/WW	OG	5,000	-	-	-	-	-	5,000
87	TOKAY Line to H.T.E. (possible roll over)	3302	W/WW	F	2,500	-	-	-	-	-	2,500
	Total Water Facilities & Improvements				**$ 2,387,987**	**$ 3,897,713**	**$ 5,789,878**	**$ 4,099,000**	**$ 2,944,000**	**$ -**	**$ 19,118,578**

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY

Table 3

Capital Improvement Program
2011/13 - 2015/18
Schedule of Capital Projects by Recommended Funding Source

No.	Program	Dept	Funding		2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Total
	Wastewater Facilities & Improvements										
69	Lake Francis Infra Upgrades- Ph 1 of 3	3504	W/WW RR&I	F	-	-	-	-	-	-	-
70	Lift Station Fencing	3504	W/WW	OG	-	-	18,750	12,500	-	-	31,250
71	Odor Control for Lift Stations	3504	W/WW	OG	-	-	16,000	16,000	16,000	-	48,000
123	Additional Digester for Plant	3501	IMPACTS	OG	-	-	-	-	-	-	-
184	Digester Blower	3501	W/WW	OG	-	-	45,000	-	-	-	45,000
185	Replace Motors, Pumps - Woodlea & Caroline	3501	W/WW	OG	-	-	36,000	-	-	-	36,000
186	Ethernet Switches for SCADA	3501	W/WW	OG	-	-	3,000	-	-	-	3,000
267	Land Purchase - Adjacent to Caroline Plant	3501	W/WW	OG	-	30,000	-	-	-	-	30,000
268	Replacement Dump Truck - Wastewater Treatment Share	3501	W/WW	OG		17,000	-	-	-	-	17,000
269	Replacement Dump Truck - Wastewater Collection Share	3504	W/WW	OG		17,000	-	-	-	-	17,000
270	Replace Computers - Lab Manager and Lab Analyst	3503	W/WW	OG		2,000	-	-	-	-	2,000
271	Irrigation System for Wastewater Treatment Plant	3501	W/WW	OG		15,000	-	-	-	-	15,000
272	Autotitrator Titramaster 85 Software	3503	W/WW	OG		4,500	-	-	-	-	4,500
273	Pumps for Lift Station Upgrades	3504	W/WW	OG		40,000	-	-	-	-	40,000
274	Accessories for Vac Truck	3504	W/WW	OG		3,300	-	-	-	-	3,300
275	Lift Station Panels for #45, 48 and 56 (Deer Island)	3504	W/WW	OG		47,000	-	-	-	-	47,000
276	Generator for Lift Station #11	3504	W/WW	OG		45,000	-	-	-	-	45,000
277	Belt Aligning Tool for Sewer Repair	3504	W/WW	OG		1,140	-	-	-	-	1,140
278	Envista Software - Wastewater Treatment Share	3501	W/WW	OG		5,000	-	-	-	-	5,000
279	Envista Software - Wastewater Collection Share	3504	W/WW	OG		5,000	-	-	-	-	5,000
280	Rehab Lift Stations 7 and 24	3504	W/WW	OG		87,000	-	-	-	-	87,000
281	Convert Indoor Generator to Stationary Generator - Lift St	3504	W/WW	OG		27,000	-	-	-	-	27,000
282	Upgrade Lift Station 49 (Mt. Homer Rd)	3501	IMPACTS	OG		137,500	-	-	-	-	137,500
283	Lake Frances Sewer Gravity Lines (Phase 2)	3501	IMPACTS	OG		125,000	-	-	-	-	125,000
284	Aerators: Design	3501	IMPACTS	OG		34,500	-	-	-	-	34,500
285	Sludge Thickening Tanks: Design	3501	IMPACTS	OG		103,500	-	-	-	-	103,500
286	Equalization Tank: Design	3501	IMPACTS	OG		453,800	-	-	-	-	453,800
287	Digester Blower Replacement	3501	W/WW RR&I	OG		45,000	-	-	-	-	45,000
288	Breakers and Drives	3501	W/WW	OG	-	20,000	-	-	-	-	20,000
289	Replacement Motors, Pumps, Etc. at Caroline Plant	3501	W/WW	OG	-	36,000	-	-	-	-	36,000
290	Worn Digester Air Diffusers	3501	W/WW	OG	-	1,200	-	-	-	-	1,200
291	Breaker in Wastewater Treatment Plant Electrical Room	3501	W/WW	OG	-	25,000	-	-	-	-	25,000
292	Incubator/Oven/Refrigerator Replacement (Contingency	3502	W/WW	OG	-	5,500	-	-	-	-	5,500
293	Visoturb TSS Probe (Contingency)	3502	W/WW	OG	-	3,000	-	-	-	-	3,000
294	Phase Contrast Microscope with Darkfield	3503	W/WW	OG	-	8,000	-	-	-	-	8,000
295	Titralab 870 Autosampler Module	3503	W/WW	OG	-	10,000	-	-	-	-	10,000
296	Replacement Lab Autoclave	3503	W/WW	OG	-	7,800	-	-	-	-	7,800
297	Replacement Pumps for Lift Stations	3504	W/WW	OG	-	17,000	-	-	-	-	17,000
298	Electrical Control Panels for Two Lift Stations	3504	W/WW	OG	-	13,225	-	-	-	-	13,225
299	Breaker for MCC #1 Panel	3504	W/WW	OG	-	25,000	-	-	-	-	25,000
218	BFP Conveyor Belt - Replace Belt Press	3501	W/WW	OG	20,000	-	-	-	-	-	20,000
219	Replace Cerlic Prog/Sensor	3502	W/WW	OG	14,000	-	-	-	-	-	14,000
187	Oil & Grease Analyzer for FOG Program	3503	W/WW	OG	8,500	-	-	-	-	-	8,500
219	4700FR, Composite Sampler for Coll Infulent	3503	W/WW	OG	6,050	-	-	-	-	-	6,050
220	In-Line TSS Analyzer for WWTP Re-Use Backup	3503	W/WW	OG	6,082	-	-	-	-	-	6,082
221	SC200 Controller & PH Sensor for WWTP	3503	W/WW	OG	3,300	-	-	-	-	-	3,300
222	Tri-Lab 8700 PH/EP/IP Autotrirator with Burette	3503	W/WW	OG	13,000	-	-	-	-	-	13,000
223	Replace 1996 F150 Vehicle #808	3501	W/WW	OG	25,000	-	-	-	-	-	25,000
224	Replace Boom Truck-Vehicle #812	3504	W/WW	OG	74,500	-	-	-	-	-	74,500
188	Lift Station Pannels - CRA LS 1, 3, 18	3504	W/WW	OG	45,000	-	-	-	-	-	45,000
189	Spare Pumps for Lift Stations	3504	W/WW	OG	40,000	-	-	-	-	-	40,000

CITY OF TAVARES
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Schedule of Capital Projects by Recommended Funding Source

No.	Program	Dept	Funding		2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Total
	Wastewater Facilities & Improvements Cont'd										
216	Envista Computer Software - GIS	3501	W/WW	OG	5,000	-	-	-	-	-	5,000
216	Envista Computer Software - GIS	3504	W/WW	OG	5,000	-	-	-	-	-	5,000
218	Vac Truck Nozzles & Hoses	3504	W/WW	OG	6,000	-	-	-	-	-	6,000
217	Lift Station Towers for LS Communication	3504	W/WW	OG	9,250	-	-	-	-	-	9,250
190	Electrical Control Panels for Lift Stations - 2	3504	W/WW	OG	-	-	-	-	-	-	-
191	Monitoring Wells #8, #10 & #11 Casing	3503	W/WW	OG	-	-	-	-	-	-	-
192	SCADA Panels for Lift Stations - 6	3504	W/WW	OG	-	-	-	-	-	-	-
192	SCADA Panel Installation	3504	W/WW	OG	-	-	-	-	-	-	-
28	Alfred Street Upgrades & CRA Upgrades	3504	SRF	F	3,325,555	3,325,555	-	-	-	-	6,651,110
225	Upgrade Homer Force Main - Add Capacity	3501	IMPACTS	OG	-	-	750,000	-	-	-	750,000
226	12" Water Main - Main St. & Disston Ave	3501	W/WW RR&I	OG	10,400	-	-	-	-	-	10,400
227	Digester Blower Replacement	3501	W/WW RR&I	OG	45,000	-	-	-	-	-	45,000
45	Wastewater Collection & Trans	3501	IMPACTS	F	-	-	1,381,960	690,980	690,980	-	2,763,920
45	Woodlea WWTF Expansion	3501	IMPACTS	F	-	-	276,000	2,995,200	1,900,000	-	5,171,200
47	SCADA Systems	3501	W/WW	F	-	-	-	-	-	-	-
	Total Wastewater Facilities & Improvements				**$ 3,661,637**	**$ 4,742,520**	**$ 2,526,710**	**$ 3,714,680**	**$ 2,606,980**	**$ -**	**$ 17,252,527**
	Reuse/Reclaim Water										
46	Reclaimed Water Project - Phase 1	3502	SRF	OG	518,115	-	-	-	-	-	518,115
46	Reclaimed Water Project - Phase 1	3502	SJRWMD	OG	110,847	-	-	-	-	-	110,847
46	Reclaimed Water Project - Phase 2 & 3	3502	SRF	OG	2,777,612	-	-	-	-	-	2,777,612
46	Reclaimed Water Project - Phase 2 & 3	3502	SJRWMD	OG	596,400	-	-	-	-	-	596,400
46	Reclaimed Water Infrastructure - Phase 4 & 5	3502	SRF	OG	-	-	-	-	-	-	-
	Total Reclaimed/Reuse				**$ 4,002,974**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 4,002,974**
	Solid Waste										
48	Garbage Trucks/Equip Vehicles	3401	CAPITAL LEASE	OG	255,000	255,000	-	322,500	50,000	285,000	1,167,500
300	Refurbish Auto Automated Side-Locator	3401	SOLID WASTE	OG	-	5,000	-	-	-	-	5,000
301	Computer - Replace Solid Waste Supv	3401	SOLID WASTE	OG	-	950	-	-	-	-	950
168	Ruby Street Garbage Enclosure	3401	SOLID WASTE	OG	-	-	-	-	-	-	-
	Total Sanitation				**$ 255,000**	**$ 260,950**	**$ -**	**$ 322,500**	**$ 50,000**	**$ 285,000**	**$ 1,173,450**
	Stormwater										
149	Street Sweeper	3801	CAPITAL LEASE	OG	-	-	-	-	-	-	-
205	Vac Truck Nozzles	3801	STORMWATER	OG	8,000	-	-	-	-	-	8,000
206	Vac Truck Tubes	3801	STORMWATER	OG	4,000	-	-	-	-	-	4,000
150	Boom Mower	3801	STORMWATER	F	-	-	150,000	-	-	-	150,000
302	Utility Work Body to Replace Truck Bed #327	3801	STORMWATER	OG	-	7,000	-	-	-	-	7,000
151	Dump Truck	3801	STORMWATER	F	-	17,000	-	-	-	-	17,000
207	Todd Way Cul-de-Sac at Imperial Terr	3801	STORMWATER	C	15,000	-	-	-	-	-	15,000
152	Fox Run North Drainage	3801	GRANTS	F	-	-	220,000	-	-	-	220,000
74	Lake Francis Stormwater Upgrades	3801	GRANTS	F	-	-	25,000	200,000	2,000,000	-	2,225,000
49	Downtown Drainage Projects - Phase 1	3801	GRANTS	OG	-	1,100,000	-	-	-	-	1,100,000
49	Downtown Drainage Projects - Phase 1	3801	STORM DEBT	OG	-	2,603,000	-	-	-	-	2,603,000
51	Fox Run Drainage	3801	STORMWATER	OG	-	30,000	-	-	-	-	30,000
	Total Stormwater				**$ 27,000**	**$ 3,757,000**	**$ 395,000**	**$ 200,000**	**$ 2,000,000**	**$ -**	**$ 6,379,000**
	General Government										
127	Employee Clinic - HR	1701	GEN	F	-	-	-	-	246,000	-	246,000
128	Digital Imaging System - City Clerk	1601	GEN	OG	-	-	30,000	-	-	-	30,000
129	Microfilim Equip for Records Room	1601	GEN	OG	-	-	5,000	-	-	-	5,000
130	Dehumidifier for Records Storage Room	1601	GEN	OG	-	-	-	5,000	-	-	5,000
169	Agenda Management Software	1601	GEN	OG	-	-	1,000	-	-	-	1,000
170	Upgrade DCR2 Council Chambers Recording	1601	GEN	OG	-	-	4,000	-	-	-	4,000
171	UB Line Printer Replacement	1301	GEN	OG	-	-	6,600	-	-	-	6,600

CITY OF TAVARES
CAPITAL IMPROVEMENT SUMMARY

Table 3
Capital Improvement Program
2011/13 - 2015/18
Summary of Recommended Capital Projects by Function

No.	Program	Dept	Funding		2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	Total
	General Government Cont'd										
172	Mobile Lite Filing Solution	1301	GEN	OG	-	-	8,000	-	-	-	8,000
303	Meter Reading Charge Station & Handhelds	1301	GEN	OG	-	5,299					5,299
173	Meter Reading Mobile Computer	1301	GEN	OG	-	-	1,500	-	-	-	1,500
174	Meter Reading System Upgrade	1301	GEN	OG	-	-	9,950	-	-	-	9,950
175	Carpet for Finance Department	1301	GEN	OG	-	-	6,000	-	-	-	6,000
176	Rate Software	1301	GEN	OG	-	-	1,500	-	-	-	1,500
177	High Volume Shredder	1301	GEN	OG	-	-	-	-	-	-	-
178	Computer replacement for Finance	1302	GEN	OG	3,500	-	-	-	-	-	3,500
201	Replace servers for City networks	1302	GEN	OG	12,000	-	-	-	-	-	12,000
304	Adobe Acrobat Standards Version 9 Software	1501	GEN	OG		300					300
202	Scanners for Data Imaging	1601	GEN	OG	3,200	-	-	-	-	-	3,200
179	Smart Weight Balancer with Tire Lift	1901	GEN	OG	-	-	-	-	-	-	-
232	Vehicle Replacement #102 Truck	1901	GEN	OG	-	-	25,000	-	-	-	25,000
180	Vehicle Replacement #111 Truck	1901	GEN	OG	-	-	60,000	-	-	-	60,000
181	Computer Replacement for Fleet	1901	GEN	OG	-	-	1,192	-	-	-	1,192
182	Vehicle Scanning Software for diagnostics	1901	GEN	OG	-	-	2,500	-	-	-	2,500
233	Tire Changer for Fleet Maintenance	1901	GEN	OG	-	9,000	-	-	-	-	9,000
305	Rolling Jacks - handles 15000 lbs (2 each)	1901	GEN	OG		5,000					5,000
133	Replacement Computers for Police Vehicles	2101	GEN	OG	14,400	-	-	-	-	-	14,400
131	VOIP Phone System	1202	CAPITAL LEASE	OG	-	-	-	-	-	-	-
132	Police Vehicles	2101	SALES TAX	OG	-	79,394	-	-	-	-	79,394
306	Police Vehicles	2101	CAPITAL LEASE	OG	-	320,000	-				320,000
307	Police Vehicles - Laptops (Mounted)	2102	GEN	OG		9,000	-	-	-	-	9,000
203	Police Central UPS Batteries	2101	GEN	OG	1,500	-	-	-	-	-	1,500
133	Video Cam for Police Dept	2101	GEN	OG	-	-	5,000	-	-	-	5,000
204	Bunker Gear	2201	GEN	OG	9,411				-	-	9,411
308	AMKUS Tool	2201	GEN	OG		10,000	-	-	-	-	10,000
309	Headset for use in Fire Truck for E281	2201	GEN	OG		4,000					4,000
310	Slide Out Command Tray for Fire Truck	2201	GEN	OG		1,500					1,500
134	Fire Truck	2201	GEN	OG	-	-	300,000	-	-	-	300,000
311	LifePaks - 12 AED (ALS) Refurbished	2201	GEN	OG		5,000					5,000
312	LifePaks - 15 AED (ALS)	2201	GEN	OG		8,389					8,389
313	LifePaks - 15 AED (ALS)	2201	GRANTS	OG	-	24,138					24,138
234	Vehicle Replacement #123 for Gen Svcs	4101	GEN	OG	-	-	-	-	25,000	-	25,000
236	Vehicle Replacement #135 for Gen Svcs	4101	GEN	OG	-	-	-	-	27,000	-	27,000
237	Gen Svcs Work Barge	4101	GEN	OG	-	-	35,000	-	-	-	35,000
243	Replace Pumps at Hwy 441/SR 19 Fountain	4101	GEN	OG	-	-	6,000	6,000	-	-	12,000
314	Laptop for Cemetery Office	7201	GEN	OG		1,100	-	-	-	-	1,100
315	Jacobsen Reel Mower - LF510 (turf mower)	7201	GEN	OG		40,000	-	-	-	-	40,000
316	48" Walker Mower	7201	GEN	OG		15,311	-	-	-	-	15,311
317	Outdoor Speaker System - Parks	7202	GEN	OG		1,000					1,000
135	Carpet for the Library	7101	GEN	OG	10,000	-	-	-	-	-	10,000
	Total General Government				$ 54,011	$ 538,431	$ 508,242	$ 11,000	$ 298,000	$ -	$ 1,409,684
	Total Requested Projects	ALL	ALL		$ 27,556,785	$ 25,329,474	$ 24,713,458	$ 43,241,826	$ 21,347,111	$ 9,145,000	$ 151,333,654

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: FEBRUARY 19, 2014

AGENDA TAB NUMBER: 6

SUBJECT TITLE: CONSIDERATION OF A LETTER OF INTENT FOR THE LEASE OF CITY PROPERTY AT WOOTON PARK FOR ANTIQUE BOAT MUSEUM FACILITY

OBJECTIVE:

To have City Council consider approval of a Letter Of Intent for the lease of City property at Wooton Park for an Antique Boat Museum facility.

SUMMARY:

The Antique Boat Museum (ABM) is located in Clayton, New York on the St. Lawrence Seaway (See attached brochures). The Museum currently houses 320 plus vintage boats on a signature campus encompassing 10 modern buildings providing over 60,000 square feet of programming and administrative space. The Museum also has 20,000 square feet of storage space.

The Museum employs 20 full-time annual employees and 20 seasonal employees. The annual budget is over $3 million. The Museum's net assets of $18.2 million exceed liabilities sixteen fold.

The Antique Boat Museum is recognized as the premier fresh water nautical museum in North America. (See attached packet of information regarding the Antique Boat Museum).

Several members of the local Sunnyland Antique Classic Boat Society are Friends and Trustees of the ABM.

One of the strategic goals of the ABM is expansion into other markets. Recently ABM representatives have indicated a desire to develop a satellite ABM museum at Wooton Park.

Based on discussions with the ABM representatives, staff with the assistance of the City Attorney has prepared the attached Letter of Intent for a long-term lease and development agreement between the City and the ABM.

Under the proposal, the City would lease to ABM the current Trailhead and Picnic Pavilion property and footprint for an initial period of ten (10) years with an additional ten (10) year renewal subject to the approval of both parties. ABM would be required to invest significant dollars into reconfiguring the two structures into a satellite antique boat museum which the city would own at the end of the term of the lease. In addition, ABM would be required to pay the city $80,000 towards the replacement cost of the Trail Head and Pavilion which would be constructed near the proposed new boat ramps on the Wooton Park expansion property. There also would be a nominal rental fee of $1.00 per year for the land area that their new museum would be situated on. The ABM would be responsible for all improvement costs, operational costs and maintenance costs of the museum and the City would have final approval of all architectural and construction plans of the museum.

The ABM would have, an Initial Feasibility Period of up to 180 days to develop funding plans, sponsors, schematics and conceptual plans. During the Initial Feasibility Period, the ABM may terminate the proposed lease at its sole discretion and not move forward with the project. Also, during this time, both parties will negotiate and sign a lease agreement embodying the terms and conditions of the Letter of Intent. Should the ABM decide to proceed after the Initial Feasibility period, ABM would transmit a payment of $80,000 to the city and would begin to develop Architectural renderings and develop a Construction Plan for approval by the City Council. They would be provided 180 days to develop the renderings and pln.

After architectural and construction plans have been approved by the City, the ABM shall take possession of the leased premises and have a period of up to one (1) year to construct the improvements as approved by the City.

By approving the attached Letter of Intent, both parties agree to put in motion a stepped process to determine the financial feasibility of constructing and operating an ABM satellite museum at Wooton Park.

Current notable attractions in downtown Tavares are the tourist steam engine train rides, the Children's Splash Park, seaplane rides and flight training, the myriad of Wooton Park events and the soon to open Pavilion on the Lake. Should the ABM satellite museum become a reality, it will add another "destination" attraction to downtown Tavares. This will all lead to additional retail in the down town which will have a positive economic impact on Tavares.

OPTIONS:

1. That the City Council approves the attached Letter of Intent regarding a long-term lease and development agreement relating to an ABM satellite museum at Wooton Park.
2. That the City Council approves a Letter of Intent with different conditions then those enumerated above regarding a long-term lease and development agreement relating to an ABM satellite museum at Wooton Park.
3. That the City Council not approve a Letter of Intent for the development of a satellite museum at Wooton Park.

RECOMMENDATION

Staff recommends that the City Council approve the attached Letter of Intent regarding a long-term lease and development agreement relating to an ABM satellite museum at Wooton Park

FISCAL IMPACT:

The fiscal impact will result in a cash contribution of $80,000 for a new picnic pavilion and trailhead replacement on the Wooton Park Expansion property with the city owning the building at the end of the lease term.

LEGAL SUFFICIENCY:

The Letter of Intent was drafted by the City Attorney.

CITY OF TAVARES and ANTIQUE BOAT MUSEUM, INC.

LONG-TERM LEASE AND DEVELOPMENT AGREEMENT LETTER OF INTENT

FEBRUARY , 2014

The City of Tavares, Florida, a Florida municipal corporation ("City") and Antique Boat Museum, Inc. a New York corporation ("ABM"), hereby enter into this Letter of Intent regarding the lease and development of a portion of the City's Wooton Park by ABM for the purpose of constructing the Tavares Antique Boat Museum. The purpose of this letter is to set forth the general terms and conditions of the proposed lease and development agreement ("Lease") for the Leased Premises.

The following paragraphs reflect our understanding, but each party acknowledges that, except as specifically identified elsewhere in this letter, they are not intended to create or constitute any legally binding obligation until a fully-integrated, definitive long-term lease and development agreement has been prepared, executed and delivered by the parties.

Leased Premises: The premises that are the subject of this Lease are comprised of that portion of Wooton Park, the footprint of which encompasses the existing Tav-Lee Trailhead Building and the existing Picnic Pavilion, as more particularly depicted in the attached Exhibit "A." The Leased Premises include two (2) boat docking spaces, to be designated from time to time by the City, on one of the City's waterfront docks.

Term: The initial term of the Lease shall be ten (10) years from the date of the Possession Date. The Possession Date shall be one year after the date of the Lease. Provided ABM has complied with all of its obligations under the lease, however, ABM shall have the right to advance the Possession Date at any time during the Initial Feasibility Period or the Architectural and Construction Plan Approval Period. The Lease shall provide for one (1), ten (10) year renewal option on such terms and conditions as may then be approved by the parties.

Rent: The rent for the initial term of the Lease shall be One and 00/100 Dollars ($1.00) per year, to be paid upon the Possession Date of the Lease and annually thereafter on the annual anniversary of the Possession Date, throughout the term of the Lease. The Lease shall be a "triple net" lease, and during the tenancy, ABM shall be responsible for all maintenance, insurance, utilities and taxes/assessments due or required on the Leased Premises during the Lease term.

Initial Feasibility Period: The Lease shall provide ABM with an initial Feasibility Period of one-hundred-eighty (180) days, during which time ABM may investigate, test and inspect the

Leased Premises and develop financing plans, funding, sponsors, schematics, conceptual drawings and site plans in furtherance of its intended use of the Leased Premises for the Tavares Antique Boat Museum. If, prior to the expiration of the Feasibility Period ABM, in its sole discretion, determines for any reason that the Leased Premises is not suitable for ABM's intended development, use and operation of the Premises, then ABM may terminate the Lease by written notice to the City in which event any Deposits shall immediately be returned to ABM within fifteen (15) days, and neither party shall have any further rights, duties or obligations hereunder. Subject to the approval of the City, ABM may request and be granted a ninety (90) day extension to the Initial Feasibility Period.

Architectural and Construction Plan Approval Period: If the Lease is not terminated by ABM during the Initial Feasibility Period, the Lease shall provide for a second one-hundred-eighty (180) day period to be known as the Architectural and Construction Plan Approval Period. As a condition of commencing the Architectural and Construction Plan Approval Period, ABM shall pay to the City a non-refundable payment of $2,500 to defray City's costs in reviewing ABM's architectural and construction plans. During the Architectural and Construction Plan Approval Period, ABM shall submit to the City its detailed architectural and construction plans and renderings for the building to be constructed on the Leased Premises. ABM's architectural and construction plans for the Leased Premises are subject to approval by the City in its sole and absolute discretion.

Construction and Development Obligations: Following architectural and construction plan approval by the City, ABM shall be entitled to take possession of the Leased Premises and commence construction of the approved improvements. As a condition of any construction and/or permitting, ABM must furnish the City with appropriate Florida performance and payment bonds in an amount equal to 125% of the estimated construction cost of the improvements. In addition, on the Possession Date, ABM shall pay to the City the lump sum of $80,000, as a contribution toward the reconstruction of a new Picnic Pavilion and Trailhead facility on the Wooton Park Expansion Property. The City shall have the right to approve all contractors and subcontractors hired by ABM, and all construction shall be completed within one (1) year of the Possession Date.

Operation of Museum: ABM shall open and operate the Antique Boat Museum seven (7) days per week, during normal business hours, except for City holidays. In addition to normal museum activities, ABM shall be entitled to operate on the Leased Premises a museum/gift shop; antique boat tours; non-powerboat rentals; and other normal and customary youth and educational programs. The City may impose reasonable rules and regulations on the operation of the museum.

Parking: The Lease shall not provide for any parking spaces as part of the Leased Premises. ABM's employees, staff and contractors shall park in available public parking areas.

No Brokerage: Both parties represent that they have not engaged or sought services from any Broker relating to this transaction, and that no brokerage commissions are due.

Formal Agreement: City shall provide ABM the form of the proposed Lease within thirty (30) days of the date of this letter of intent. The parties shall enter into an acceptable Purchase Agreement within sixty (60) days of this letter of intent.

It is understood that this letter of intent is not legally binding on either Buyer or Seller.

This Letter of Intent is contingent upon approval by the City Council of the City of Tavares. If the terms set forth in this letter meet with your approval, please indicate your acceptance by signing both copies of this letter and returning one executed copy to the undersigned. Upon the return of an executed copy of this letter, this Letter of Intent will be placed on the City Council agenda and the City will proceed with the preparation of the Lease and related documents. This offer to enter into this letter of intent will remain open until the close of business on March 1, 2014.

The terms and conditions in the foregoing Letter of Intent are agreed to and accepted by ABM this _____ day of _____, 2014.

Antique Boat Museum, Inc. a New York corporation

By:_____

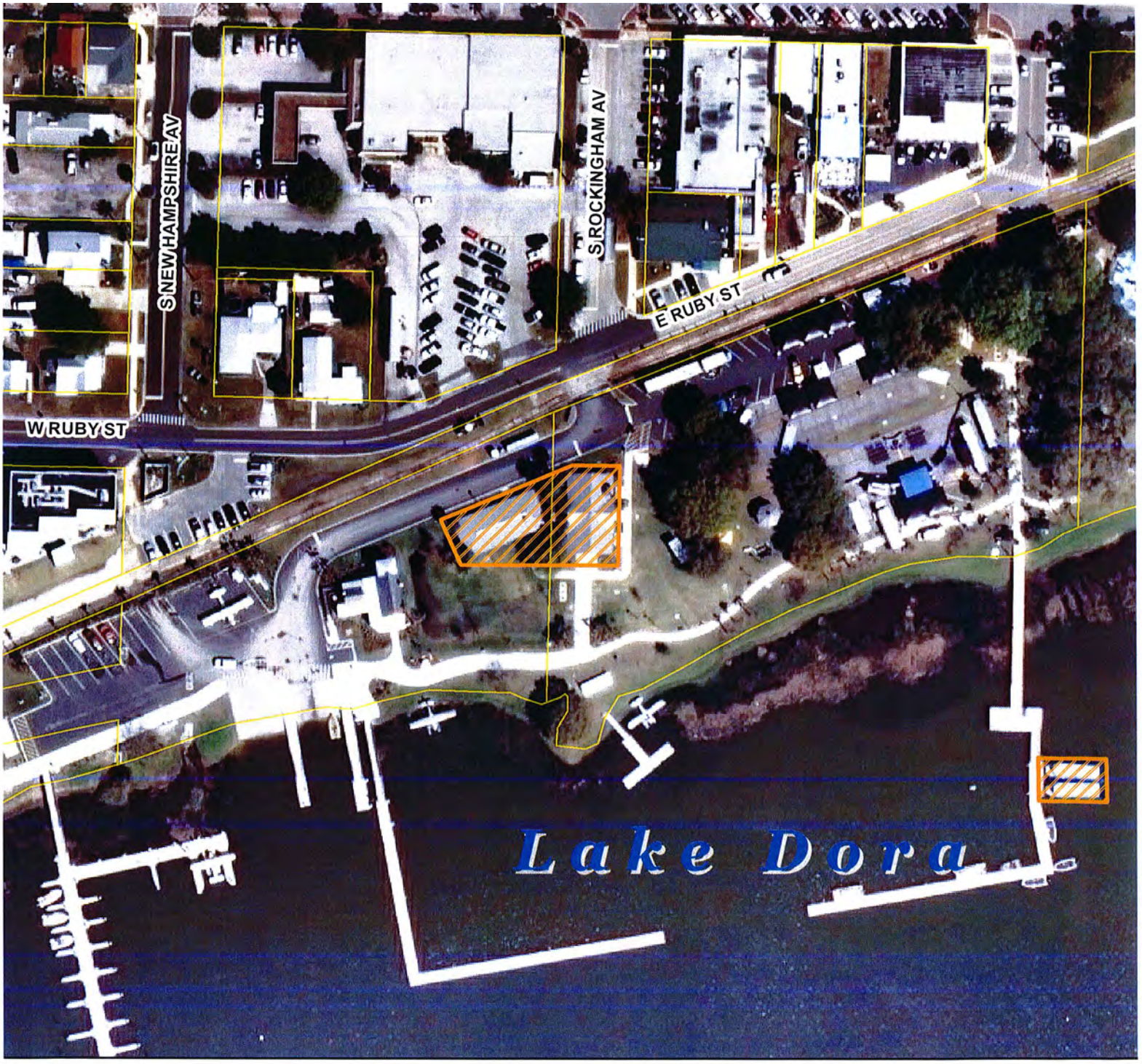
_____

President

Approved by the Tavares City Council on this _____ day of _____, 2014.

_____

Mayor, City of Tavares, Florida



TAVARES
America's Seaplane City

WOOTON PARK AREA MAP

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: February 19th, 2013

AGENDA TAB NO. 7

SUBJECT TITLE: Request Authorization to Dispose of Obsolete Vehicles Fixed Assets

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OBJECTIVE:
To request council authorization to dispose of vehicles and equipment that have become obsolete and that have reached their useful life.

SUMMARY:
The City currently has five vehicles and one mower that have been identified as surplus property. These items have also been identified for disposal due to age, wear and tear, non performance, cost of repair, or obsolete use

Florida statutes section 274.07 states that authority for disposal of property shall be recorded in the minutes of the governmental unit.

These items (per attached) are currently stored at the Caroline water plant. Upon approval by the City Council, an online auction will be conducted and the funds will be deposited into the General Fund.

This process usually realizes 110% of the blue book value for used vehicles.

Please see the attached listing of the items scheduled for disposal.

Options:

1. Move to Approve the attached listing of surplus items and authorize staff to offer these items for sale through an online auction.
2. Do Not Approve the attached listing of surplus items and Do Not authorize staff to offer these items for sale through an online auction.

STAFF RECOMMENDATION:

Option 1: Move to Approve the attached listing of surplus items and authorize staff to offer these items for sale through an online auction.

FISCAL IMPACT: Monies collected will be deposited in the General Fund as Miscellaneous Revenue. Miscellaneous Revenue is budgeted.

Funding Source: N/A

LEGAL SUFFICIENCY: **Legally sufficient**

Auction Items As of 1-1-2014

	Asset #	DESCRIPTION	MILAGE	CONDITION
1	#214	1999 Ford Crown vic.	129,000 miles,	This vehicle does not operational. This vehicle needs a fuel pump and other repairs, and due to age and pump cost it has been slated for disposl. The City has made several repairs to this vehicle for the same thing.
2	#433	1997 Ford F-250	62,000 miles	This vehicle is someone operational. This vehicle has had various fuel pump issues that contiue to plague the vehicle. Additional repair costs would exceed the vehicle's current value. This vehicle has been identified for
3	#101	1988 deuce and a half	6,444 miles	This vehicle was a donation to the City from Hillborough County Sherriff's Office (2004). This vehicle is operational, but is not used by any City Department. To avoid annual maintenance costs, this vehicle has been
4	#463	1991Daihatsu truckster Hi-Jet	Off Road	This vehicle is not operational. It requires a carburetor assembly which has a cost > $2K. The cost to repair is greater than the cost paid for the vehicle. This vehicle has been identified for disposal
5	#535	1991Mitsubishi truckster	Off Road	This vehicle is not operational. It requires a carburetor assembly which has a cost > $2K. The cost to repair is greater than the cost paid for the vehicle. This vehicle has been identified for disposal.
6	NA	26" cut Yazoo high wheel mower	Mower	This mower is not operational. It has been repaired, but continues to have issues due to the minimal use. This mower has been identified for disposal.

AGENDA SUMMARY
TAVARES CITY COUNCIL
FEBRUARY 19, 2014

AGENDA TAB NO. 8

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY: Will be presented at meeting

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

- City Council Regular Meeting – March 5, 2014, 4:00 p.m.
- Code Enforcement Special Magistrate Hearing – February 25, 2014 – 5:30 p.m.
- Lake County League of Cities – March 14, 2014; 12:00 p.m. Elks Lodge, Tavares – Healthcare Presentation (Commissioner Sullivan)
- Lake Sumter MPO Board – February 26, 2014 – 2:00 p.m. - MPO Board Room, Leesburg
- Tavares Library Board – March 19, 2014 – 2:00 p.m.
- Planning & Zoning Board – February 20, 2014 – City Council Chambers – 3:00 p.m.

OTHER EVENTS

February 24-28 – Steamboat Meet Up – Wooton Park

March 22 & 23, 2014 – Spring Thunder Vintage Raceboat Regatta – Wooton Park

March 28-30, 2014 – Sunnyland Antique Boat Festival – Wooton Park

April 4 & 5, 2014 – Central Florida Dragon Boat Festival – Wooton Park\

April 12 and 13 – Planes, Trains & BBQ

April 26th – Seaplane Fly In and 100th Anniversary of Seaplanes in Tavares

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TAVARES

America's Seaplane City™

AGENDA SUMMARY
TAVARES CITY COUNCIL
FEBRUARY 19, 2014

AGENDA TAB NO. 9

SUBJECT TITLE: City Councilmembers Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

Council will be offered an opportunity to provide a report at the meeting.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

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