

**AGENDA  
TAVARES CITY COUNCIL**

**June 4, 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 form 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 agenda 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**

**Rick Fountain, First Baptist Church of Tavares**

**III. APPROVAL OF AGENDA**

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

**IV. APPROVAL OF MINUTES**

**Tab 1) City Council Regular City Council Meeting, May 21, 2014**

**V. PROCLAMATIONS/PRESENTATIONS**

**Tab 2) Presentation to TECO Gas**

**Tammy Rogers**

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

**VII. READING OF ALL ORDINANCES/RESOLUTIONS**

**VIII. CONSENT AGENDA**

**IX. ORDINANCES/RESOLUTIONS**

**FIRST READING**

**Tab 3) Ordinance #2014-07 - Amendment to Sign Ordinance to**

**Jacques Skutt**



CITY OF TAVARES  
MINUTES OF REGULAR COUNCIL MEETING  
MAY 21, 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**

Robert Q. Williams, City Attorney  
Nancy Barnett, City Clerk  
Brad Hayes, Utility Director  
Lori Houghton, Finance Director/Acting City Administrator  
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  
Chief Stoney Lubins, Police Department

**I. CALL TO ORDER**

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

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

Pastor Greg Watts, Liberty Baptist Church of Tavares, gave the invocation and those present recited the pledge of allegiance.

**III. APPROVAL OF AGENDA**

Mayor Wolfe noted that Councilmember Speaks would not be in attendance as he is visiting his new grandchild.

**MOTION**

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

1 **IV. APPROVAL OF MINUTES**

2  
3 **Tab 1) Approval of City Council Regular Minutes – May 7, 2014**

4  
5 **MOTION**

6  
7 **Kirby Smith moved for approval of the minutes of May 7, 2014, seconded by Norman Hope.**  
8 **The motion carried unanimously 4-0.**

9  
10 **V. PROCLAMATIONS/PRESENTATIONS**

11  
12 **Tab 2) Presentation to Burney Vaughn**

13  
14 Mayor Wolfe read a proclamation honoring Burney Vaughn, Water Supervisor, who would be  
15 retiring at the end of the month after 40 years. Mayor Wolfe thanked Mr. Vaughn for his many  
16 years of service. He noted there would be a reception for Mr. Vaughn on Friday May 30<sup>th</sup>.

17  
18 The following audience members spoke:

19  
20 Burney Vaughn – Thanked the City, his wife Lillie Vaughn, and Yvonne Campbell for their  
21 support.

22  
23 Thelma Benn – Mr. Vaughn's sister who spoke of Mr. Vaughn's faith and character

24  
25 **Tab 3) – Presentation on US 441 Corridor Study**

26  
27 Mr. Neron introduced Lawrence Lewis with the firm of BHB. He noted for the last several months  
28 the firm of BHB has been doing an analysis of the area from Tavares all along the US 441  
29 corridor into Orlando, regarding potential rail, bus, and other transportation alternatives.

30  
31 Mr. Lewis stated Joe Santiago was also present with FDOT. Mr. Lewis stated the study looks at  
32 transit connections between downtown Orlando and the cities of Tavares, Mt. Dora, and Eustis.  
33 He said now that Sunrail is in operation there has been increased interest in transportation  
34 alternatives. He noted FDOT is the main funding partner along with the City of Tavares and the  
35 other cities and counties, along the corridor and the two MPO's (Lake Sumter and Metro Plan).  
36 He said a project advisory group meets monthly.

37  
38 The study started in March 2013 and will be wrapping up at the end of 2014. Currently there are  
39 three alternatives for which data continues to be collected along with more public outreach  
40 meetings being planned on the three proposals. He said the goal of the study is to have a single  
41 recommended alternative. The alternatives are commuter rail, express bus and a combination of  
42 the two. Access needs, cost estimates, and models of ridership are being evaluated.

43  
44 The first alternative is a combination of rail and bus in order to implement commuter rail in  
45 phases. The second alternative is looking at commuter rail the entire length of the corridor. The  
46 suggestions for the commuter rail station are either at the current Tavares rail station downtown  
47 or at Florida Hospital Waterman. The third alternative is express bus with no rail. He said the

1 difference between this route and the local buses is that it would use the expressway to go  
2 around downtown Apopka. He also discussed some of the issues for rail in terms of connection to  
3 the Linx bus system in Orlando.

4  
5 Mr. Lewis said the engineering and construction are not currently funded but the PD&E would be  
6 the next phase after the study.

7  
8 Mayor Wolfe thanked Mr. Lewis for his update. He said he preferred the rail alternative and  
9 having the station in the downtown of Tavares.

10  
11 T.J. Fish, Executive Director of the MPO

12  
13 Mr. Fish said Sunrail was 50% federally funded, 25% state and 25% locally funded shared among  
14 several cities. He said a similar formula funded this study and Tavares has been a financial  
15 partner. He said the money is in the FDOT and MPO five year program to do the project  
16 development study starting next July and at some point soon the MPO will be approaching the  
17 cities formally about the local match requirements. He noted express bus will transport people but  
18 commuter rail will transform the downtown.

19  
20 Mr. Drury noted the city has worked hard to bring \$18 million to the table working with FDOT to  
21 update the "spine" of Lake County which was 15 years old and needed to be updated. He said  
22 after Tavares took that role, the BCC joined and Mr. Fish provided leadership, in obtaining  
23 support from the other cities and surrounding counties. He commended Mr. Fish on this  
24 accomplishment which included redoing the bridge over the Dora Canal, and updating the tracks  
25 through partnering with Florida Central Rail and CSX.

26  
27 **VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE CONTACTS**

28  
29 Attorney Williams stated there was one quasi-judicial item—the annexation and rezoning for the  
30 15.5 acres for Tavares Village Shops (Tab 5). He invited those who wished to give testimony to  
31 stand and be sworn in.

32  
33 Council indicated there had been no ex-parte communications on this matter.

34  
35 **VII. READING OF ALL ORDINANCES/RESOLUTIONS**

36  
37 Ms. Barnett read the following ordinances and resolutions by title only:

38  
39  
40 **ORDINANCE 2014-05**

41  
42 **AN ORDINANCE CREATING SECTION 11-6 ET SEQ. OF THE CITY OF**  
43 **TAVARES CODE OF ORDINANCES PERTAINING TO THE DISTRIBUTION OF**  
44 **FREE PUBLICATIONS; CREATING DEFINITIONS; PROVIDING A**  
45 **PROCEDURE FOR PROPERTY OWNERS TO REQUEST CESSATION OF**  
46 **DELIVERIES OF FREE PUBLICATIONS; PROVIDING FOR NOTICE AND**  
47 **EXEMPTIONS; PROVIDING AN EFFECTIVE DATE**

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**ORDINANCE 2014-03**

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 15.15 ACRES LOCATED ON THE WEST SIDE OF S.R. 19 AT THE INTERSECTION OF C.R. 561; REZONING SAID PROPERTY FROM LAKE COUNTY AGRICULTURAL AND PLANNED INDUSTRIAL TO CITY OF TAVARES HIGHWAY COMMERCIAL (C-2); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

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**RESOLUTION 2014-17**

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, EXTENDING THE TIMING FOR FINAL PLAN APPROVAL FOR WOODS AT LAKE HARRIS, A PLANNED DEVELOPMENT GOVERNED BY ORDINANCE 2008-07, APPROVED ON APRIL 13, 2008 AND SUBJECT TO REVOCATION ON APRIL 23, 2014; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

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**VIII. CONSENT AGENDA**

None

**IX. ORDINANCES/RESOLUTIONS**

**Tab 5) Ordinance #2014-03 – Annexation & Rezoning – 15.5 Acres West Side of SR 19 and CR 561 – Tavares Village Shops**

Mr. Skutt said this will annex and rezone to highway commercial approximately 15.5 acres of land located on the west side of SR 19 at the intersection of CR 561. The property is vacant except for a small light manufacturing business and building that fronts on SR 19. The applicant is proposing to demolish this building and develop a retail shopping center with four outparcels. The properties along this segment of SR 19 are being developed and zoned commercial uses as they are annexing into the city. The proposed widening of SR 19 will support increased traffic and staff anticipates that SR 19 will evolve as a primary north-south commercial corridor for Tavares.

If approved the city will require a site plan demonstrating compliance with all city regulations and applicable state and federal laws. The Planning & Zoning Board recommended unanimously for approval. Staff has also received a letter from Paul Bryan who owns a nine acre parcel that abuts this land, indicating his support. It is staff's opinion that a highway commercial C-2 zoning is appropriate for this property and recommends approval.

1 Mayor Wolfe asked if the applicant wished to speak.

2  
3 Dwayne Booth of BESH said he was present to answer any questions. He said Tim Green and  
4 the owner were also present.

5  
6 **MOTION**

7  
8 **Kirby Smith moved to approve Ordinance #2014-03, seconded by Norman Hope. The**  
9 **motion carried unanimously 4-0.**

10  
11 **Tab 6) Resolution #2014-17 – Extension of Deadline in Ordinance #2008-07 for Planned**  
12 **Development of Woods at Lake Harris Subdivision**

13  
14 Mr. Skutt stated this resolution will grant a two year time extension for the Woods at Lake Harris.  
15 This is a proposed mixed use planned development on SR 19 that backs onto Lake Harris. The  
16 wording in the ordinance allows City Council to revoke the ordinance if no development plans are  
17 submitted within two years. The owner of this property still wishes to move forward with the  
18 project and is requesting a two year extension. Staff believes this project still remains appropriate  
19 and in harmony with surrounding uses and recommends approval.

20  
21 **MOTION**

22  
23 **Norman Hope moved to approve Resolution #2014-17, seconded by Kirby Smith. The**  
24 **motion carried unanimously 4-0.**

25  
26 **X. GENERAL GOVERNMENT**

27  
28 **Tab 7) Agreement with FDOT for Traffic Signal Maintenance and Compensation Agreement**

29  
30 Mr. Thompson said the agreement is in the amount of \$15,988.00. The city is reimbursed by an  
31 agreement with FDOT on SR roads within the city limits. Annually the city has received \$15,533  
32 from the state. The current agreement was entered into in 2002. FDOT has revised the  
33 agreement which includes a modest increase in compensation and some additional maintenance  
34 in reporting requirements. The city has an interlocal agreement with Lake County for the traffic  
35 light maintenance and has reviewed the agreement and it is noted that all requirements are  
36 currently performed in the current contract. The FDOT may make changes in the future in this  
37 agreement. The formula and pay table has been included in the agenda packet. The agreement  
38 will increase the compensation to the city from \$15,533 to \$15,988.

39  
40 **MOTION**

41  
42 **Kirby Smith moved to approve the agreement with FDOT for Traffic Signal Maintenance**  
43 **and Compensation, seconded by Norman Hope.**

44  
45 Mr. Hope asked if the funds were sufficient to maintain the traffic signals. Mr. Thompson said the  
46 interlocal agreement with the county includes other lights that are not state roads and the formula  
47 changes if there is an intersection that is only a local road. The amount that the city is paying is

1 about \$2,245 for each signal. It will not pay the whole amount; but it will help to defray the costs.  
2 He noted the two extra signals that are part of the Alfred Street project will increase the city's  
3 costs.

4  
5 **The motion carried unanimously 4-0.**

6  
7 **Tab 8) Discussion on Wind Signs**

8  
9 Mr. Drury noted staff had added an update to the agenda summary to change the  
10 recommendation from "two per business" to "two per parcel."

11  
12 Mr. Skutt said at the last meeting, Council directed staff to review the wind sign issue and bring  
13 back some recommendations. Mr. Skutt said the sign industry calls these signs "feather" signs  
14 and many cities are wrestling with this issue. He said the main two options are to continue to  
15 prohibit them or to pass a regulating ordinance. Staff is recommending Option 4 which is to allow  
16 feather signs provided they are permitted by the city and provided they comply with new  
17 proposed regulations concerning the location, number, height, length of time allowed and general  
18 condition of sign. Mr. Skutt reviewed some proposed regulations and noted he had provided a  
19 draft ordinance in the packet.

20  
21 Vice Mayor Pfister asked who would make the determination which business would be able to put  
22 up the two signs. Mayor Wolfe said that would be up to the owner of the parcel. Vice Mayor  
23 Pfister asked who would be enforcing the ordinance noting the Code Enforcement Officer has a  
24 full plate. Mayor Wolfe stated the permit procedure will control the process.

25  
26 Councilmember Hope asked Mr. Skutt if he felt this system would better regulate the signs. Mr.  
27 Skutt said he believes it is a better process. Mr. Drury said with only one Code Enforcement  
28 officer the enforcement has to be complaint driven. He noted the appearance of the sign will  
29 involve a judgment call.

30  
31 **MOTION**

32  
33 **Norman Hope moved to have staff develop an ordinance as noted in Option #4 and bring**  
34 **back to Council for first reading, seconded by Kirby Smith. The motion carried**  
35 **unanimously 4-0.**

36  
37 **Lou Buigas, 206 W. Main Street**

38  
39 Ms. Buigas asked if the property owner has to pull the permit or the business. Attorney Williams  
40 said the property owner will have to sign off on the permit as well as the person putting up the  
41 sign. Ms. Buigas said on Main Street there are a number of buildings so in a block there could be  
42 six or eight flags.

43  
44 **Tab 9) Request to Submit Grant Application for Phase I for Historic Train Depot**  
45 **Rehabilitation**

46

1 Ms. Barnett noted the City had signed an agreement in 2013 with the Tavares Historic Society to  
2 lease the historic train depot to the Historic Society once the Fire Department moves out. Staff  
3 recently became aware of an opportunity to apply for a small matching historic preservation grant  
4 from the State Division of Historical Resources of up to \$50,000. The grant would be for the  
5 purpose of planning for the exterior restoration of the building which would include a survey and  
6 preparation of architectural and engineering drawings. The grant application does not require a  
7 time commitment for the restoration activities. If the grant is funded the planning documents  
8 would have to be completed by September 2015. The grant requires a 50% match; half of the  
9 match must be in cash and the remaining may be in in-kind donations. The Historic Society has  
10 indicated a willingness to contribute up to \$12,500 in cash and discussions have been held with  
11 GatorSkitch architects who have indicated in interest in contributing a portion of in-kind services  
12 and assistance with the application.

13  
14 Staff is requesting to continue to work on the application and for the city to contribute \$12,500 in  
15 next year's budget for the cash match. Mr. Drury noted the agreement for the \$12,500 will be  
16 considered in the budgeting process.

17  
18 Brenda Smith, President of the Tavares Historical Society

19 Ms. Smith stated that she hoped the city would support the request. She noted the Historical  
20 Society has played a vital role in helping the city to replicate three buildings: the pavilion, the  
21 Tavares Train Station, and the Woodlea House. She noted this would be an actual restoration.

22  
23 Mayor Wolfe asked how much historical preservation would be involved. Ms. Smith said the plan  
24 is to make the outside as historically accurate as possible with minimal work on the inside to  
25 make it useful as a museum.

26  
27 Councilmember Smith asked Attorney Williams if there was any conflict for him to comment or  
28 vote on any of the items for the Historical Society. Attorney Williams asked Ms. Smith if she is  
29 paid or a volunteer. Ms. Smith said she is a volunteer.

30  
31 Councilmember Hope asked about the timeline noting it is contingent on #1, the upcoming budget  
32 and #2, the time in which the fire department will move out.

33  
34 Mayor Wolfe asked for clarification on the budget for the \$100,000. He questioned the amount  
35 needed to develop plans. Mr. Drury said it could be up to \$100,000 (with the match) but will  
36 probably be significantly lower. He said he thought the grant allows some restoration to meet  
37 ADA issues. He said it is mostly related to developing a plan for the restoration. The plan will then  
38 come back to Council for review. He said the issue is whether Council wants to have the building  
39 come back to its original design.

40  
41 **MOTION**

42  
43 **Norman Hope moved to go ahead with the grant application provided the city's cash**  
44 **match of \$12,500 would be reviewed during the budget workshops for final approval,**  
45 **seconded by Kirby Smith. The motion carried unanimously 3-1 as follows:**

46  
47 **Robert Wolfe**

**No**

1 Kirby Smith Yes  
2 Lori Pfister Yes  
3 Norman Hope Yes  
4

5 **Tab 10) Approval of Phase IIA of the Architectural Agreement with GatorSkitch Architects**  
6 **for the Continued Design and Engineering of the Public Safety Complex**

7 Chief Keith stated the objective is to authorize Phase IIA of the contract in the amount of  
8 \$256,754 contingent on the grant agency (Division of Emergency Management) approving the  
9 contract. The funds are coming from the FEMA grant which was awarded to the city in 2009 and  
10 then was received by the city in 2010. He noted on September 5, 2012 staff presented a  
11 proposed contract with GatorSkitch which was approved (see attached agenda summary). He  
12 noted the activities for Phase IIA have been broken out in the agenda summary.  
13

14 There was discussion regarding the kitchen consultant and security consultant. Chief Keith said  
15 the building will have commercial kitchens noting it is sized to feed hundreds of people in the  
16 EOC section. Discussion followed on the requirements of commercial grade kitchens.  
17 Councilmember Hope spoke in support of the security consultant. Councilmember Hope asked  
18 what would be done with the remainder of the funds if not all are needed.  
19

20 Chief Keith noted the grant has expired four times and they have extended it each time. He said  
21 he has not seen the approval of the latest extension but the money might have to go back to the  
22 federal government if it is not all used. Mr. Drury noted there are three phases for the project and  
23 he hoped that if there is money left, the remaining funds will pay part of the cost for Phase IIB.  
24

25 Mayor Wolfe asked if Council approves the continued agreement and the extension is not  
26 approved how that would impact the city. Attorney Williams said that would not be an issue.  
27

28 Attorney Williams said the kitchens in commercial buildings have to meet complicated regulations  
29 and under the Master Contract with GatorSkitch the fee is a lump sum fee based on a percentage  
30 of the costs of the project and they have the ability to hire sub consultants out of that fee.  
31

32 Mr. Latham said a kitchen consultant is important but they will absorb the fee. Vice Mayor Pfister  
33 asked about the purpose of the EOC. Discussion followed on the County EOC versus the  
34 Tavares EOC.  
35

36 **MOTION**

37  
38 Kirby Smith moved to authorize Phase IIA of the engineering contract for  
39 architectural services in the amount of \$256,754, minus the \$8700 for the kitchen  
40 consultant.  
41

42 The motion failed due to lack of a second.  
43

44 **MOTION**

45  
46 Norman Hope moved to approve Option #1, to authorize Phase IIA of the  
47 engineering contract for architectural services in the amount of \$256,754 with

1 **GatorSkitch contingent upon the grant agency approving the contract, seconded by**  
2 **Lori Pfister. The motion carried 3-1 as follows:**

3		
4	<b>Robert Wolfe</b>	<b>Yes</b>
5	<b>Kirby Smith</b>	<b>No</b>
6	<b>Lori Pfister</b>	<b>Yes</b>
7	<b>Norman Hope</b>	<b>Yes</b>
8		

9 **Tab11) Final Approval of Architectural Renderings for the Proposed Public Safety**  
10 **Complex**

11 Chief Keith noted that on December 4, 2013, Gatorskitch made a presentation of  
12 conceptals for the public safety building and there were questions on the appearance of  
13 the building Mr. Drury noted there had been three options: traditional, contemporary and  
14 modern. Council voted for the traditional look and asked that it be brought back for one  
15 final review.

16  
17 Mr. Latham presented a power point and animated model on the traditional exterior and  
18 other details of the building were presented.

19  
20 **MOTION**

21  
22 **Kirby Smith moved to approve the final architectural renderings for the proposed**  
23 **City of Tavares Public Safety Facility, seconded by Norman Hope. The motion**  
24 **carried unanimously 4-0.**

25  
26 **Tab 12) Ribbon Cutting and Grand Opening Date for the Pavilion**

27 Ms. Rogers stated that staff is recommending to combine the grand opening event with  
28 the ribbon cutting on the same date on October 11, 2014 in order to complete  
29 agreements with everyone involved. She discussed the various activities being planned  
30 for the grand opening and noted the first wedding is August 30<sup>th</sup>.

31  
32 Mayor Wolfe asked if there was a plan on how to sell the tickets for the black tie event.  
33 Ms. Rogers said the plan is to advertise that they will go on sale at a particular time as it  
34 gets closer. Vice Mayor Pfister noted there will be no different fees for the public versus  
35 officials or staff. Mayor Wolfe said he felt there should be a lottery. Vice Mayor Pfister said  
36 a lottery could be considered.

37  
38 **MOTION**

39  
40 **Kirby Smith moved to allow staff to have the ribbon cutting on October 11<sup>th</sup>,**  
41 **seconded by Lori Pfister. The motion carried unanimously 4-0.**

42  
43 **XI. OLD BUSINESS**

44  
45 **XII. NEW BUSINESS**

46  
47 **XIII. AUDIENCE TO BE HEARD**

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

2  
3 **Brenda Smith**

4 Ms. Smith said she had been asked by Betty Burleigh of the Historical Society to let Council know  
5 that this week in 1976 the new Tavares City limit signs were installed. She distributed an article  
6 that stated that Tavares had been designed as an official bicentennial city.

7  
8 **XIV. REPORTS**

9  
10 **Tab 14) City Administrator**

11  
12 Mr. Drury said it is good to observe this Council and the city invest in its architecture, its beauty  
13 and its history. He said Tavares is going to look beautiful in the future and he appreciated the  
14 tough questions that the Council is asking. He said citizens for the next 100 years will appreciate  
15 the work done by this Council.

16  
17 **City Clerk**

18 Ms. Barnett thanked Council for its initial support of the grant application and noted staff will look  
19 at how the grant application can be utilized optimally.

20  
21 **Human Resources**

22  
23 **Economic Development**

24  
25 **Public Works**

26  
27 Mr. Thompson stated in 2007 a discarded fuel tank was found on Captain Haynes Road and City  
28 Council decided to take care of the problem. With Council's approval funds were spent in  
29 monitoring and reporting to the FDEP. Recently the city received a final site rehabilitation site  
30 order without conditions from FDEP.

31  
32 **Public Communications**

33  
34 **Utility Department**

35  
36 **Police Department**

37  
38 Chief Lubins stated a few months ago Officer Michael Woods was the recipient of the medal of  
39 valor for his response to the disaster at the Blue Rhino Fire in which he helped an injured  
40 individual receive medical care. Recently he was a nominee of the Tavares Police Department  
41 and a panel of county and circuit judges who reviewed nominations from all over the county,  
42 picked Officer Woods as the Officer of the Year for 2013. He said it is the first time the City of  
43 Tavares has received this award for its Top Cop.

44  
45 **Community Services**

46  
47 **Fire Department**

1  
2 Chief Keith congratulated the Police Department and Corporal Woods for this honor.

3  
4 **Community Development**

5  
6 **Finance Department**

7  
8 **City Attorney**

9  
10 **Tab 15) City Council**

11  
12 **Vice Mayor Pfister**

13  
14 Vice Mayor Pfister said she had enjoyed going to the Employee Picnic last Friday. She said the  
15 departments and employees are what holds the city together and she was proud to be in  
16 Tavares.

17  
18 **Councilmember Hope**

19  
20 Councilmember Hope noted he had attended the picnic and commended the employees.

21  
22 **Councilmember Speaks**

23  
24 **Councilmember Smith**

25  
26 Councilmember Smith said on this day after 33 hours and 30 minutes Mr. Charles Lindbergh in  
27 the Spirit of St. Louis landed in Paris for his first trans Atlantic flight.

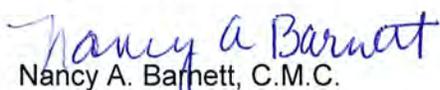
28  
29 **Mayor Wolfe**

30  
31 Mayor Wolfe said he had also enjoyed the employee picnic. He noted he missed the last Council  
32 meeting because he was visiting colleges in the Midwest with his son.

33  
34 **Adjournment**

35  
36 There was no further business and the meeting was adjourned at 5:59 p.m.

37  
38 Respectfully submitted,

39  
40   
41 Nancy A. Barnett, C.M.C.  
42 City Clerk

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: June 4, 2014**

**AGENDA TAB NO. 2**

**SUBJECT TITLE: Presentation to TECO**

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**OBJECTIVE:**

Tammy Rogers, Director of Community Services, will make a presentation to representatives from TECO.

**SUMMARY:**

TECO Gas has installed natural gas supply lines to the Pavilion on the Lake project as a community service to the city. These lines will supply gas to all of the gas lamps and to the kitchen appliances. The cost of this installation work would have been in excess of \$15,943.00.

In an expression of appreciation the city's Recreation Department selected TECO as a sponsor for the 12 and under girls' softball team, the Bandits. Ms. Rogers will present a plaque showcasing the Bandits and representatives from TECO at the Council Meeting.

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

Legally sufficient.

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
JUNE 4, 2013**

**AGENDA TAB NO. 3**

**FIRST READING**

**SUBJECT TITLE: Ordinance 2014-07  
Amendment to City's Sign Regulations  
Feather Signs**

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**OBJECTIVE:**

To consider amendments to the City's Sign Regulations that would allow regulated use of feather signs. .

**SUMMARY:**

On May 21<sup>th</sup>, City Council directed staff to draft an amendment to the City's Sign Regulations that would allow the regulated use of feather signs.

Regulations proposed by staff, supported by Council and now included in the presented ordinance for First Reading are:

- (1) Feather Signs are allowed in all non residential zonings and in residential zonings when associated with a new home sales office.
- (2) Feather Signs may not be placed in City Right-of-Ways, protrude over any city sidewalks or obstruct traffic visibility as determined by the City's Public Works Director.
- (3) A maximum number of 2 feather signs are allowed per parcel of property in non residential zonings. A maximum of 2 feather signs are allowed for a new home sales office per subdivision.
- (4) A feather sign cannot exceed 15 feet in height.
- (5) A Temporary Sign Permit for each feather sign must be obtained from the city building department.
- (6) The applicant for a Temporary Sign Permit for a feather sign must submit the written permission of the parcel owner for the installation of the feather sign prior to the issuance of the permit.
- (7) If a feather sign becomes tattered or damaged within the 6 month period, as determined by the City's Code Enforcement Officer, it must be removed.

**OPTIONS:**

No Council action is required at First Reading.

**STAFF RECOMMENDATION:**

At Second Reading, staff will recommend approval of Ordinance 2014-xx

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:**

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

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**ORDINANCE 2014-07**

**AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS BY PROVIDING FOR THE PERMITTING OF TEMPORARY FEATHER SIGNS; AMENDING CHAPTER 21, SIGN REGULATIONS BY ADDING A DEFINITION OF FEATHER SIGNS TO SECTION 21-2, AMENDING SECTION 21-15, TEMPORARY SIGNS BY ADDING REGULATIONS GOVERNING FEATHER SIGNS; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, on September 7, 2005, the City of Tavares adopted the Land Development Regulations, specifying therein standards and regulations governing signs within the city; and

**WHEREAS**, signs commonly referred to as wind signs are generally prohibited; and

**WHEREAS**, feather signs, a unique type of wind sign, is considered to be an appropriate and viable method of advertising businesses if properly permitted and regulated; and

**WHEREAS**, the City of Tavares desires to amend its sign regulations to provide for the approval and permitting of feather signs; and

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

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

**Section 1. Text Amendments**

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

**Section 21-2 Definitions**

*Insertion of the following definition:*

Feather Sign- A lightweight portable advertising medium, mounted on a pole that resembles a sail.

1 **Section 21-15 Temporary Signs**

2  
3 *Add (E) Feather Signs*

4  
5 (E) Feather Signs- Feather Signs shall be subject to the following regulations:

6  
7 (1) Feather Signs are allowed in all non residential zonings and in residential zonings when  
8 associated with a new home sales office.

9  
10 (2) Feather Signs may not be placed in City Right-of-Ways, protrude over any city sidewalks or  
11 obstruct traffic visibility as determined by the City's Public Works Director.

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13 (3) A maximum number of 2 feather signs are allowed per parcel of property in non residential  
14 zonings. A maximum of 2 feather signs are allowed for a new home sales office per subdivision.

15  
16 (4) A feather sign cannot exceed 15 feet in height.

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18 (5) A Temporary Sign Permit for each feather sign must be obtained from the city building  
19 department.

20  
21 (6) The applicant for a Temporary Sign Permit for a feather sign must submit the written  
22 permission of the parcel owner for the installation of the feather sign prior to the issuance of the  
23 permit.

24  
25 (7) If a feather sign becomes tattered or damaged within the 6 month period, as determined by  
26 the City's Code Enforcement Officer, it must be removed.

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29 **Section 2. Severability and Conflicts**

30  
31 The provisions of this ordinance are severable and it is the intention of the City Council of  
32 Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court of  
33 competent jurisdiction shall hold any of the provisions of this ordinance unconstitutional, the  
34 decision of such court shall not impair any remaining provisions of this ordinance.

35  
36 **Section 3. Effective Date**

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



**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: June 4, 2014**

**AGENDA TAB NO. 4**

**SUBJECT TITLE: Ordinance #2014-05 – Distribution of Free Publications –  
Second Reading**

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**OBJECTIVE:**

Consider the approval of Ordinance #2014-05 addressing distribution of free publications in the City of Tavares.

**SUMMARY:**

At its meeting on March 19<sup>th</sup>, Council directed staff to develop an ordinance that would permit a homeowner to be put on a “do not deliver” listing for free unsolicited publications. Discussion was held regarding the problem of unsolicited publications collecting on driveways and public rights of ways and related issues. It was noted that complaints have been received from residents who are concerned about the signal it gives that no one is at home if the flyers or newspapers are not picked up.

The attached ordinance is patterned after the City of Mt. Dora’s ordinance which gives the option for a homeowner to contact the publisher requesting to not receive the publication. It would then require the publisher to mail by the U.S. post office a 3 x 5 card, letter or email acknowledging the request and indicating a date of termination not to exceed 10 days from the date of acknowledgement.

**OPTIONS:**

- 1) Move to approve Ordinance #2014-05 regarding distribution of free publications
- 2) Do not approve Ordinance #2014-05 regarding distribution of free publications

**STAFF RECOMMENDATION:**

Move to approve Ordinance #2014-05 regarding distribution of free publications

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:** Legally sufficient

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ORDINANCE 2014-05

AN ORDINANCE CREATING SECTION 11-6 ET SEQ. OF  
THE CITY OF TAVARES CODE OF ORDINANCES  
PERTAINING TO THE DISTRIBUTION OF FREE  
PUBLICATIONS; CREATING DEFINITIONS; PROVIDING  
A PROCEDURE FOR PROPERTY OWNERS TO  
REQUEST CESSATION OF DELIVERIES OF FREE  
PUBLICATIONS; PROVIDING FOR NOTICE AND  
EXEMPTIONS; PROVIDING AN EFFECTIVE DATE

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

**Sec. 11-6. – Distribution of free publications.**

(a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

*Acknowledgment date* means the date of the acknowledgment letter required to be sent by the publisher immediately upon receipt of the first nondistribution request.

*Adjoining public right-of-way* means that portion of any public right-of-way lying between the centerline of the right-of-way and the front plot line and between the side plot lines extended to the centerline of the right-of-way, adjoining any plot of privately owned real property, the owner or tenant of which has delivered a nondistribution request to the publisher of any free publication. For the purpose of this definition, the centerline of a median of any improved street shall be presumed to be the centerline of the right-of-way.

*Date of request* means either the date upon which a second nondistribution request as described in this section is delivered by hand to the publisher of a free publication or, if a nondistribution request is delivered by mail, the fifth calendar day after the nondistribution request is deposited in the mail.

*Distributor* means any person who drops, throws, abandons or otherwise places copies of any free publication upon privately owned real property, excluding real property owned by the distributor of the publisher, or upon any public right-of-way.

*Free publication* means any newspaper, magazine, handbill, pamphlet, circular or other publication which is made available to the public at no cost, including but not limited to free copies of newspapers ordinarily delivered to paid subscribers.

*Publisher* means any person who prepares or causes to be prepared any newspaper, magazine, handbill, pamphlet, circular or other publication for distribution to

47 the general public.

48

49 (b) *Placing on private property or adjacent right-of-way.* Copies of any free  
50 publication may be placed upon privately owned property or the adjoining public  
51 right-of-way subject to the following conditions:

52 (1) Any property owner or tenant may file a request telephonically or in  
53 writing, with the publisher through its circulation department or person of  
54 the free publication, that it not be placed upon the owner's or tenant's  
55 property. The publisher, its circulation department or manager or owner  
56 shall immediately provide written confirmation by a three-inch by five-inch  
57 card or by letter, or email to the property owner or tenant having made the  
58 request acknowledging the request with a date of termination not to  
59 exceed ten days from the date of the acknowledgment letter. If the  
60 publisher continues to distribute the free publication to that property owner  
61 or tenant, the property owner or tenant shall file a second request in  
62 writing with the publisher through its circulation department or manager or  
63 owner that copies of the free publication not be placed upon the owner's  
64 or tenant's property. The publisher through its circulation department or  
65 manager or owner shall acknowledge a nondistribution request which may  
66 be for a specific period of time not to exceed one year and shall remain  
67 valid until revoked or the maximum period has expired. A copy of the  
68 second nondistribution request shall be filed with the chief code  
69 enforcement officer of the City together with proof of the date of delivery of  
70 the request to the publisher.

71 (2) It shall be the responsibility of the publisher to give the distributor of the  
72 free publication notice of any nondistribution request immediately upon  
73 receipt thereof.

74 (3) It shall be violation of this section for a distributor to place a copy of any  
75 free publication on privately owned property or the adjoining public right-  
76 of-way contrary to a nondistribution request at any time after the tenth  
77 calendar day following the date of the second acknowledgment letter  
78 through the date of the date specified in the request to terminate or the  
79 one-year maximum period from the date of the acknowledgment letter  
80 whichever is the shorter.

81 (4) It shall be a violation of this section for a publisher, directly or through the  
82 employment or agency of a distributor, to place a copy of any free  
83 publication on privately owned property or the adjoining public right-of-way  
84 contrary to a second nondistribution request at any tie after the third  
85 calendar day following the date of the second request.

86

87 (c) *Hand delivery on public right-of-way.* This section shall not be construed or  
88 applied to be a limitation upon the right of any person to distribute by hand  
89 delivery any free publication upon a public right-of-way to any person by whom  
90 immediate in-hand receipt of the publication is intended.

91

92 (d) *Exemptions.* This section shall not apply to the distribution of regularly published  
93 and distributed newspapers to regular paid subscribers thereof.  
94

95  
96 This ordinance shall take effect immediately upon its final adoption by the  
97 Tavares City Council.  
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99  
100 PASSED AND ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 2014,  
101 by the City Council of the City of Tavares, Florida.  
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105 \_\_\_\_\_  
106 Robert Wolfe, Mayor  
107 Tavares City Council

108 ATTEST:  
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111 \_\_\_\_\_  
112 Nancy A. Barnett  
113 City Clerk  
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116 Passed First Reading \_\_\_\_\_  
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118 Passed Second Reading \_\_\_\_\_  
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121 \_\_\_\_\_  
122 Approved as to form:  
123 Robert Q. Williams  
124 City Attorney  
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### Miscellaneous Legals

#### CITY OF TAVARES

NOTICE IS HEREBY GIVEN that the Tavares City Council will consider Ordinance 2014-05, Second Reading, on June 4, 2014 at 4:00 p.m. Tavares City Hall, 201 E. Main Street, Tavares, FL 32778.

ORDINANCE 2014-05  
AN ORDINANCE CREATING  
SECTION 11-6 ET SEQ. OF THE  
CITY OF TAVARES CODE OF  
ORDINANCES PERTAINING TO  
THE DISTRIBUTION OF FREE  
PUBLICATIONS; CREATING  
DEFINITIONS; PROVIDING A  
PROCEDURE FOR PROPERTY  
OWNERS TO REQUEST CESSATION  
OF DELIVERIES OF FREE  
PUBLICATIONS; PROVIDING  
FOR NOTICE AND EXEMPTIONS;  
PROVIDING AN EFFECTIVE DATE

The Ordinance may be inspected by the public at the Office of the City Clerk, at the Tavares City Hall, 201 E. Main Street, Tavares, Florida, between the hours of 8 a.m. and 5 p.m. on business days. All interested parties may appear at the meeting and be heard or submit their comments prior to the meeting.

LAK2401391

5/25/2014

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: June 4, 2014**

**AGENDA TAB NO. 5**

**SUBJECT TITLE: Request to Purchase Caroline St. Property**

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**OBJECTIVE:** To purchase a portion of the Caroline St. Plant property from the Duke Energy Company in the amount of \$50,000.

**SUMMARY:**

Duke Energy approached the City in 2013 about purchasing an easement adjacent to the Caroline Plant Wastewater Facility. This easement had previously been purchased by Duke Energy (then Florida Power) from the City in 1998 for \$44,000. At that time the company had long range plans to build a substation on this property which did not materialize. Over the years, various city departments began utilizing this easement for storage of equipment, vehicles, boat ramps, and special events support equipment.

On August 4, 2013, City Council directed staff to offer to pay the the Property Appraiser's assessed value of \$20,800.

Duke can only sell property based on independent appraisals per their bond holder requirements as they have a blanket mortgage/indenture with a large financing bank. On February 11, 2014 an appraisal was conducted by Price Appraisal Group of Tavares. This appraisal valued the property at \$50,000. Duke has rejected the City's offer of \$20,800 but is willing to sell at the \$50,000 full fair market value appraised price conducted by Price Appraisal Group.

The City has a first right of refusal to purchase the property and had budgeted \$30,000 in Fiscal Year 2014 to purchase the property. The City Attorney has conducted a title search on the property and developed a contract.

**OPTIONS:**

- 1) Move to approve the Purchase and Sales Agreement in the amount of \$50,000 and transfer an additional \$20,000 from Utility Reserves to complete this transaction.
- 2) Move to budget the additional \$20,000 in Fiscal Year 2015 (next year's budget)
- 3) Do not approve the Purchase and Sales Agreement and relocate all of the City's property to the Public Works site on Woodlea Road.

**STAFF RECOMMENDATION:**

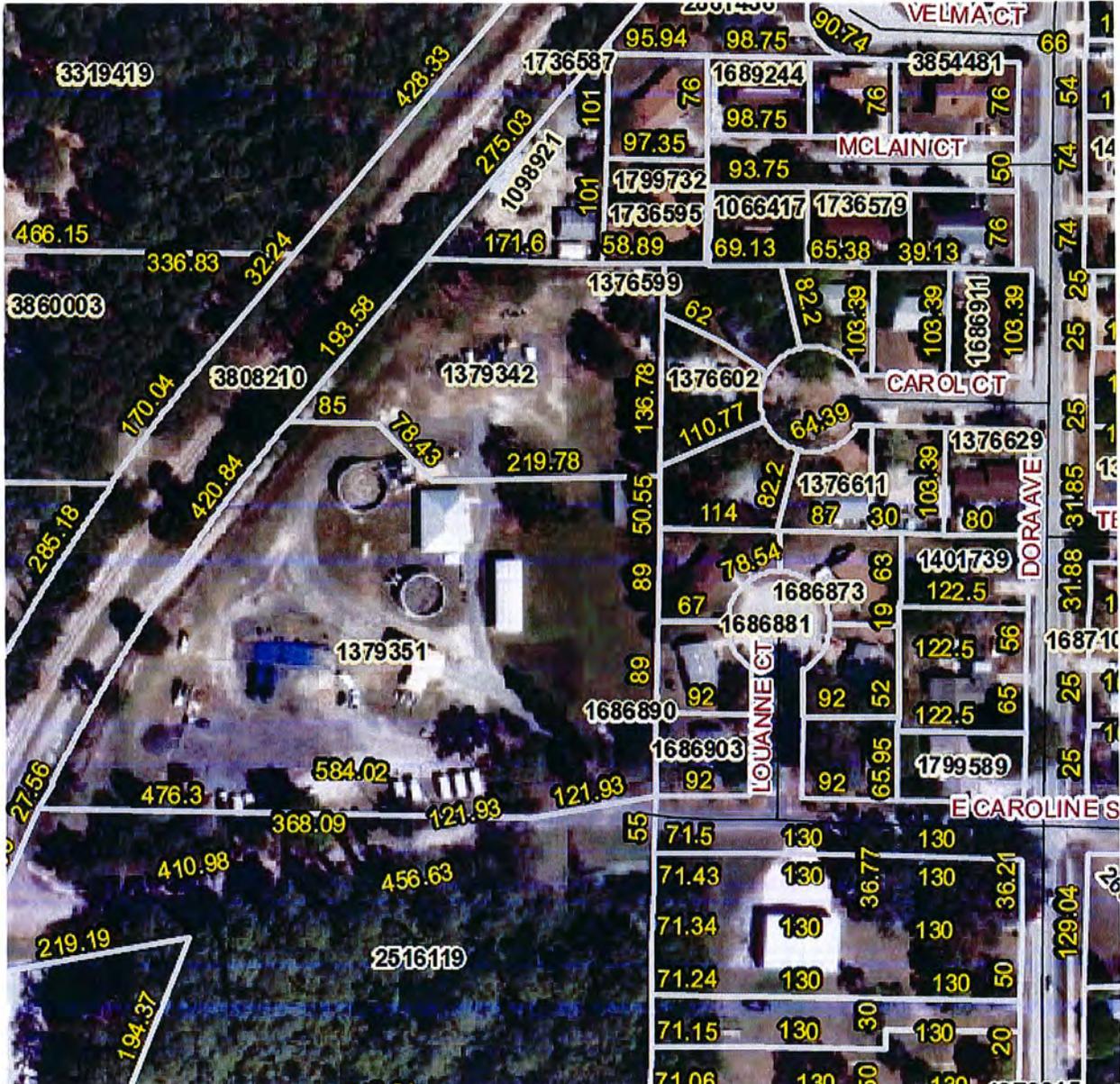
Move to approve the Purchase and Sales Agreement in the amount of \$50,000 and transfer an additional \$20,000 from Utility Reserves to complete this transaction.

**FISCAL IMPACT:** The Utility Department has budgeted \$30,000 for this purchase in the FY 2013-2014 budget. There is \$3,463,578 in utility reserves.

**LEGAL SUFFICIENCY:** This meets Legal Sufficiency

DUKE ENERGY PROPERTY

Parcel 1379342



**RESTRICTED APPRAISAL REPORT**

VACANT PUBLIC FACILITIES SITE  
OFF E. CAROLINE STREET  
TAVARES, FL 32778



DATE OF APPRAISAL:

February 11, 2014

THIS IS A:

Vacant Public Facilities Land

APPRAISED FOR:

Mr. John Rumble, FCPM, CPPB  
Purchasing Manager  
City of Tavares  
201 E. Main Street  
Tavares, FL 32778

APPRAISED BY:

PRICE APPRAISAL GROUP  
Walter B. Price, Sr., MAI, SRA, CFP  
Cert Gen RZ2427  
Tavares, FL 32778

# PRICE APPRAISAL GROUP



February 22, 2014

File Number CA-554

Mr. John Rumble, FCPM, CPPB  
Purchasing Manager  
City of Tavares  
201 E. Main Street  
Tavares, FL 32778

Dear Mr. Rumble:

*This is a Restricted Appraisal Report, which is intended to comply with the reporting requirements set forth under Standards Rule 2-2(b) of the Uniform Standards of Professional Appraisal Practice for a Restricted Appraisal Report. As such, it presents no discussions of the data, reasoning, and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation concerning the data, reasoning, and analyses is retained in the appraiser's file. The depth of discussion contained in the report is specific to the needs of the client and for the intended use stated below. The appraiser is not responsible for unauthorized use of this report.*

I am fully competent to complete this assignment in accordance with the competency provision of the Uniform Standards of Professional Appraisal Practice. This competency is based upon knowledge and experience involving a wide variety of property types and appraisal problems. Please refer to the appraiser's qualifications in the rear of this report for further details regarding my knowledge and experience in order to complete this assignment.

**CLIENT AND USER:** City of Tavares  
201 E. Main Street  
Tavares, FL 32778

**APPRAISER:** Walter B. Price, Sr., MAI, SRA, CFP  
PRICE APPRAISAL GROUP  
1402 Cove Place  
Tavares, Florida 32778

**SUBJECT:** Vacant Public Facilities Land  
Off E. Caroline Street  
Tavares, FL 32778

**PURPOSE OF THE APPRAISAL:** To estimate market value as defined by the Office of the Comptroller of the Currency under 12 CFR, Part 34, Subpart C.

**INTENDED USE OF REPORT:** For the sole purpose of assisting the client, the City of Tavares with setting a bid price for the subject property.

**INTEREST VALUED:** Fee Simple.

**EFFECTIVE DATE OF VALUE:** February 11, 2014

**DATE OF REPORT:** February 22, 2014

**APPRAISAL DEVELOPMENT AND REPORTING PROCESS:** In preparing this appraisal, the appraiser inspected the subject site. Information on vacant land sales was gathered, confirmed and analyzed. Public facility, industrial and commercial sales were researched in order to determine the most appropriate type to compare the subject too. The Sales Comparison Approach is applied.

The Cost and Income Approaches are generally not used for vacant land appraisals and therefore have not been considered in this appraisal, nor are they considered to be necessary for credible results.

This restricted appraisal report sets forth only the appraiser's conclusions. Supporting documentation is retained in the appraiser's files.

**REAL ESTATE APPRAISED:** The subject is a vacant public facilities site located north of the city sewage plant at the end of East Caroline Street in Tavares. The site is basically excess land for the sewage treatment plant, even though it is under separate ownership.

The parcel is irregular in shape and the topography is generally level. The majority of the site is cleared and is being used as a storage yard for the sewage treatment plant. The overall site has an area of 1.37 +/- acres as per Lake County GIS mapping.

**Property Rights Appraised:** Fee Simple Interest

**Legal Description:** TAVARES, ST CLAIR-ABRAMS EXT FROM SE COR OF BLK 21 RUN N 00DEG 55MIN 50SEC E 307.50 FT FOR POB, CONT N 00DEG 55MIN 50SEC E 215 FT TO S LINE OF P W HARRINGTON'S SUB PB 1 PG 1, N 89DEG 01MIN 09SEC W 230.85 FT TO E'LY R/W LINE OF RR R/W, S 40DEG 00MIN 52SEC W ALONG SAID E'LY RR R/W 193.58 FT TO THE BEGINNING OF A CURVE CONCAVE SE'LY & HAVING A RADIUS OF 1859.97 FT, THENCE RUN SW'LY 11.08 FT ALONG THE ARC OF SAID CURVE THRU A CENTRAL ANGLE OF 00DEG 20MIN 29SEC, THENCE RUN S 89DEG 01MIN 09SEC E ALONG A NON-TANGENT LINE 85 FT, S 43DEG 26MIN 54SEC E 78.43 FT, S 89DEG 01MIN 09SEC E 220 FT TO POB PB 1 PG 53

**Parcel I.D. Number:** ALK #1379342

**2013 Assessment:** Land: \$20,800

**2013 Taxes:** Ad-Valorem: \$436.09, Non-Ad-Valorem: \$0, Total: \$436.09

**Zoning:** RMF-3, Residential Multi-Family **FLU:** PUB, Public Facility/Institutional

City of Tavares Planning and zoning states that the future land use of public facility takes precedence over the zoning.

**Site:** Generally level. Paved asphalt street.

**Utilities:** City water and sewer system.

**FEMA Flood Map #:** 12069C0361E, in Flood Zone A.

**Census Tract:** 0308.04

**3 Year Sales History:** The last recorded sale for the subject property was in December 1998. No transactions have occurred during the past 36 months.

**Reasonable Exposure Time:** 3-12 Months.

**HIGHEST AND BEST USE:** Industrial

**CONCLUDED VALUE:** The market value of the fee simple interest of the subject property, as of February 11, 2014, is estimated to be \$50,000.

**ASSUMPTIONS AND LIMITING CONDITIONS:**

1. This is a restricted appraisal report, which is intended to comply with the reporting requirements set forth under Standards Rule 2-2(b) of the Uniform Standards of Professional Appraisal Practice for a Restricted Appraisal report. As such, it might not include full discussions of the data, reasoning and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation concerning the data, reasoning and analyses is retained in the appraiser's file. The information contained in this report is specific to the needs of the client and for the intended use stated in this report. The appraiser is not responsible for unauthorized use of this report.
2. No responsibility is assumed for legal or title considerations. Title to the property is assumed to be good and marketable unless otherwise stated in this report.
3. The property is appraised free and clear of any or all liens and encumbrances unless otherwise stated in this report.
4. Responsible ownership and competent property management are assumed unless otherwise stated in this report.
5. The information furnished by others is believed to be reliable. However, no warranty is given for its accuracy.
6. All engineering is assumed to be correct. Any plot plans and illustrative material in this report are included only to assist the reader in visualizing the property.
7. It is assumed that there are no hidden or unapparent conditions of the property, subsoil or structures that render it more or less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.
8. It is assumed that there is full compliance with all applicable federal, state and local environmental regulations and laws unless otherwise stated in this report.
9. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless nonconformity has been stated, defined and considered in this appraisal report.
10. It is assumed that all required licenses, certificates of occupancy or other legislative or administrative authority from any local, state or national governmental or private entity or organization have been or can be obtained or renewed for any use on which the value estimates contained in this report are based.
11. Any sketch in this report may show approximate dimensions and is included to assist the reader in visualizing the property; Maps and exhibits found in this report are provided for reader reference purposes only. No guarantee as to accuracy is expressed or implied unless otherwise stated in this report. No survey has been made for the purpose of this report.
12. It is assumed that the utilization of the land and improvements is within the boundaries or property lines of the property described and that there is no encroachment or trespass unless otherwise stated in this report.
13. The appraiser is not qualified to detect hazardous waste and/or toxic materials. Any comment by the appraiser that might suggest the possibility of the presence of such substances should not be taken as confirmation of the presence of hazardous waste and/or toxic materials. Such determination would require investigation by a qualified

expert in the field of environmental assessment. The presence of substances such as asbestos, urea-formaldehyde foam insulation, or other potentially hazardous materials may affect the value of the property. The appraiser's value estimate is predicated on the assumption that there is no such material on or in the property that would cause a loss in value unless otherwise stated in this report. No responsibility is assumed for any environmental conditions, or for any expertise or engineering knowledge required to discover them. The appraiser's descriptions and resulting comments are the result of the routine observations made during the appraisal process.

14. Unless otherwise stated in this report, the subject property is appraised without a specific compliance survey having been conducted to determine if the property is or is not in conformance with the requirements of the Americans with Disabilities Act. The presence of architectural and communications barriers that are structural in nature that would restrict access by disabled individuals may adversely affect the property's value, marketability or utility.
15. Any proposed improvements are assumed to be completed in a good workmanlike manner in accordance with the submitted plans and specifications.
16. The distribution, if any, of the total valuation in this report between land and improvements applies only under the stated program of utilization. The separate allocations for land and buildings must not be used in conjunction with any other appraisal and are invalid if so used.
17. Possession of this report, or a copy thereof, does not carry with it the right of publication. The intended user of this report is the client shown in the Letter of Transmittal at the beginning of this report. The use of this appraisal by anyone other than the stated intended user and for any other use than the stated intended use is prohibited.
18. Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraiser or the firm with which the appraiser is connected) shall be disseminated to the public through advertising, public relations, news, sales or other media without the prior written consent and approval of the appraiser.
19. That testimony or attendance in court or at any other hearing is not required by reason of rendering this appraisal unless such arrangements are made a reasonable time in advance.

**CERTIFICATION:**

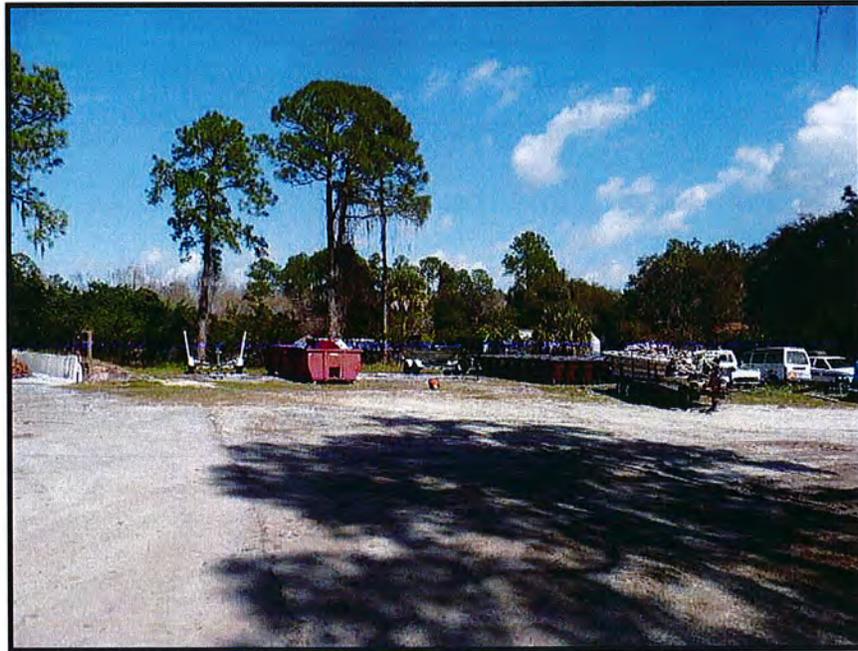
I certify that, to the best of my knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
4. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
8. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
9. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
10. I have made a personal inspection of the property that is the subject of this report.
11. No one provided significant real property appraisal assistance to the person signing this certification.
12. As of the date of this report, I Walter B. Price, Sr., MAI, SRA, CFP, have completed the continuing education program of the Appraisal Institute.
13. As of the date of this report, the appraiser has not performed any services regarding the subject property within the past three years, as an appraiser or in any other capacity.

*Walter B. Price, Sr.*

Walter B. Price, Sr., MAI, SRA, CFP

PHOTOS OF THE SUBJECT PROPERTY



Subject Site



Subject Site



Subject Site



Street Scene

**SALES COMPARISON APPROACH:**

The *Sales Comparison Approach* is the process for comparing prices paid for properties having a satisfactory degree of similarity to the subject property, adjusted for differences in time, location and physical characteristics. This approach is based upon the principle of substitution, which implies that a prudent purchaser would not pay more to buy a property than it would cost to buy a comparable substitute property in a similar location.

Sales research was conducted in all of Lake County for sales of public facilities land. No sales were found. Since the subject site is currently being used as a storage yard similar to storage yards found with industrial properties, the use is basically industrial and will be treated as industrial land.

Sales research was conducted in central and northern Lake County for sales of similar vacant industrial sites, with limited results. The sales available are distant from the subject.

The various vacant industrial sales were compared to the subject in terms of market conditions, location, size, etc. The adjusted sales prices per square foot were reconciled into an indicated value of the subject property via the Sales Comparison Approach.

SALE 1



Address:	XXXX Montclair Rd Leesburg
Grantor:	Kelley B. Moore
Grantee:	Michael A. Day
Date of Sale:	December 28, 2012
Sale Price:	\$80,000
Date Source/Verification:	MLS# G4682157/ORB 4261-2438
Property I.D.	ALK #3818472
Financing:	Cash Sale
Zoning/FLU:	M-1/Industrial

Physical Characteristics:

Land Size:	2.63 +/- Acres
Sales Price per SF:	\$0.70

Comments:

This vacant industrial land sale is larger in size and located in an industrial area in Leesburg. The site is fenced.

SALE 2



Address: 1702 Leesburg Commons Ct  
Leesburg

Grantor: CF Southeast REO II, LLC  
Grantee: Taymer Properties, LLC  
Date of Sale: August 22, 2013  
Sale Price: \$115,000  
Date Source/Verification: Public Records/ORB 4377-1539  
Property I.D. ALK #3879587  
Financing: Cash Sale  
Zoning/FLU: M-1/Industrial

Physical Characteristics:

Land Size: 3.07 +/- Acres  
Sales Price per SF: \$0.86

Comments:

This vacant industrial land sale is larger in size to the subject site. The site has had an industrial building constructed on it.

SALE 3



Address: XXXXX State Road 44  
Leesburg

Grantor: Business Promotions, Inc.  
Grantee: Gypsy Leasing, LLC  
Date of Sale: March 5, 2013  
Sale Price: \$100,000  
Date Source/Verification: ORB 4290-2469/Public Records  
Property I.D. ALK #3284763, 3284755  
Financing: Cash Sale  
Zoning/FLU: LM/Industrial

Physical Characteristics:

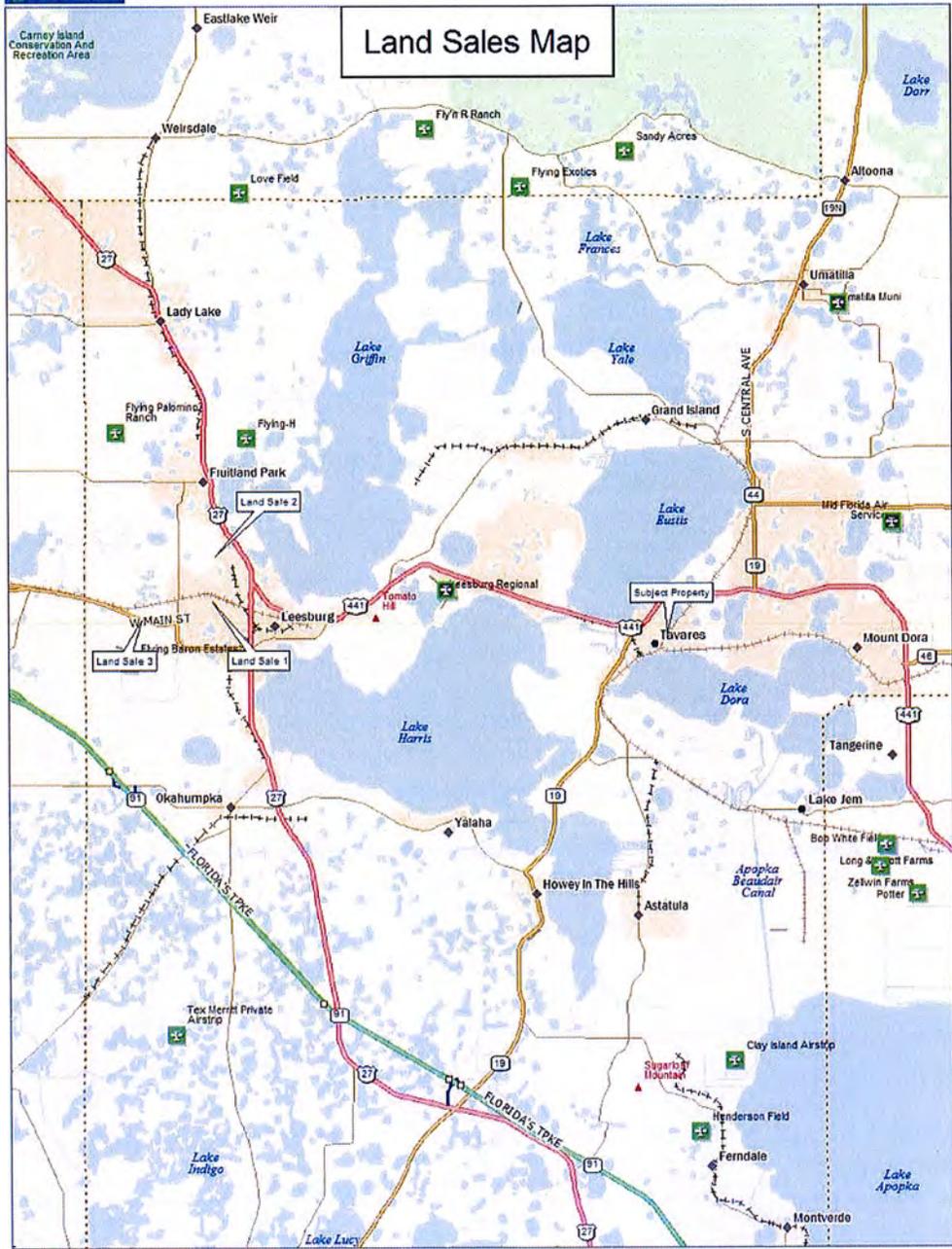
Land Size: 1.56 +/- Acres  
Sales Price per SF: \$1.47

Comments:

This industrial land sale is similar in size but considered to have a superior corner location with highway frontage on State Road 44 in Leesburg.

**PRICE APPRAISAL GROUP**

	<b>SUBJECT</b>	<b>SALE 1</b>	<b>SALE 2</b>	<b>SALE 3</b>
Sale Price		\$80,000	\$115,000	\$100,000
Property Rights Conveyed	Fee Simple	Fee Simple	Fee Simple	Fee Simple
Financing	Typical	Cash Sale	Cash Sale	Cash Sale
Conditions of Sale	Typical	Typical	Typical	Typical
Expenditures immediately after purchase	N/A	N/A	N/A	N/A
Adjusted Sale Price		\$80,000	\$115,000	\$100,000
Market Conditions		12/2012 13 Months Ago	08/2013 5 Months Ago	03/2013 10 Months Ago
Adjusted Sale Price		\$80,000	\$115,000	\$100,000
GBA	1.37 +/- Acres	2.63 +/- Acres	3.07 +/- Acres	1.56 +/- Acres
Sales Price per SF		\$0.70	\$0.86	\$1.47
Site Size Adjustment		-0-	-0-	-0-
Location/Site Size	Off Caroline St, Tavares	Montclair Rd, Leesburg -10%	Leesburg Commons, Leesburg -10%	State Rd 44, Leesburg -35%
Future Land Use	PUB	I	I	I
Extra Features	Fence	Fencing	None +5%	None +5%
Net Adjustment		-10%	-5%	-30%
Adjusted Sale Price per SF		\$0.63	\$0.82	\$1.03



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www.delorme.com



**RECONCILIATION OF SALES COMPARISON:**

All of the sales are cash sales and therefore no financing adjustments are necessary.

All of the sales are considered to be current enough to not warrant any market conditions/time adjustment.

The sales are similar enough in size to not warrant any size adjustment.

All of the sales have superior access with sale 3 having a superior corner location fronting on a major highway.

The sales have been adjusted for extra features where necessary.

Equal weight will be given to all of the sales, resulting in an indicated value per square foot of \$0.85. Applying this amount to the subject results in the following:

1.37 +/- Acres @ \$0.85 per SF = \$50,725

\$50,000  
(Rounded)

## Qualifications of Walter B. Price, Sr., MAI, SRA, CFP

### Business Address

PRICE APPRAISAL GROUP  
1402 Cove Place  
Tavares, Fl 32778

### Education

Florida State University - 1980  
B.S. Degree - Real Estate and Risk Management / B.S. Degree - Marketing

Successfully attended and completed the following courses sponsored by:

The Society of Real Estate Appraisers:

Course 101 - An introduction to Appraising Real Property - 1979  
Course 201 - Income Property Valuation - 1980

The American Institute of Real Estate Appraisers:

(Exam #8-2) - Residential Valuation - 1986

Real Estate Education Specialists:

Appraisal Board Course III - February 1999

Florida Mortgage Broker School:

Florida Mortgage Broker Course - July 2000

The Appraisal Institute:

Course 510 - Advanced Income Capitalization – March 2003  
Course 410 - National Uniform Standards of Professional Appraisal Practice –  
March 2003  
Course 520 - Highest & Best Use and Market Analysis – April 2003  
Course 530 - Advanced Sales Comparison & Cost Approaches – April 2003  
Course 420 - Business Practices and Ethics – May 2003  
Course 550 - Advanced Applications – October 2003  
Course 540 - Report Writing & Valuation Analysis – October 2003

CCIM Institute:

CI 101 – Financial Analysis for Commercial Investment Real Estate- August 2003

Seminars Attended:

Shopping center development - 11/85 - SREA  
Effective report writing - 1/86 - Pardue, Heid, Church, Smith & Waller, Inc.  
FNMA appraisal and credit underwriting guidelines - 2/86 - FNMA  
Marshall & Swift residential cost handbook - 2/86 - Marshall & Swift  
Standards of professional practice and conduct - 10/89 - SREA  
Environmental hazards for appraisers - 10/92 - R.E. Education Specialists  
USPAP / Law update - 10/92 - Real Estate Education Specialists  
Uniform standards of professional appraisal practice - 3/94 - FAR  
USPAP / Law update - 05/96 - Real Estate Education Specialists  
Appraisal Methods and Applications - 05/96 - Real Estate Education Specialists  
USPAP / Law update - 06/98 - Real Estate Education Specialists  
Case Studies in Uniform Standards - 06/98 - Real Estate Education Specialists  
Core Law Continuing Education - 07/98 - Orlando Board of Realtors  
FHA Homebuyer Protection & The Appraisal Process - 10/99 - Appraisal Institute  
Core Law Continuing Education - 08/00 - Orlando Board of Realtors  
How to Appraise, Buy and Sell a Business - 09/00 - Wilson Seminars  
USPAP & Florida Chapter 475 Part II Appraisal Law - 09/00 - Wilson Seminars  
The Art of Processing - 02/01 - C.U.P.S. and Kambuck Resources, Inc.  
Florida Like Kind Real Estate Exchanges - 09/01 - Lorman Education Services  
Continuing Education for Salespersons & Brokers - 08/02 - Bert Rodgers Schools  
Continuing Education for Florida Appraisers - 10/02 - Bert Rodgers Schools  
Subdivision Analysis - 11/03 - Appraisal Institute, East Florida Chapter  
The Road Less Traveled: Special Purpose Properties - 05/04 - Appraisal Institute  
Rates and Ratios: Making Sense of GIM's, OARs, and DCF - 05/05 - Appraisal Institute  
The Professional's Guide to the URAR Form - 06/05 - Appraisal Institute  
Appraisal Institute Conferences 1, 2 and 3, Seattle, WA - 07/05 - Appraisal Institute  
Appraising from Blueprints and Specifications - 09/05 - Appraisal Institute  
Market Analysis and Site to do Business - 11/05 - Appraisal Institute  
WASUM06 Washington Summit 2006 - 05/06 - Appraisal Institute  
Florida State Law for Real Estate Appraisers - 09/06 - Appraisal Institute  
7-Hour National USPAP Update Course - 1400 - 09/06 - Appraisal Institute  
What Clients Would Like Their Appraisers To Know - 11/06 - Appraisal Institute  
Annual Fee Appraiser Training and Update - 05/2007 - Department of Veterans Affairs  
The Valuation of Wetlands - 09/2007 - Appraisal Institute  
FHA Appraisal Training Session - 09/2007 - U.S. Department of HUD  
Forecasting Revenue - 01/2008 - Appraisal Institute  
7-Hour National USPAP Update Course - 02/2008 - Appraisal Institute  
Supervisory / Trainee Roles and Relationship - 02/2008 - Appraisal Institute  
Florida State Law for Real Estate Appraisers - 02/2008 - Appraisal Institute  
Liability Management For Residential Appraisers - 05/2008 - Appraisal Institute  
Appraisal Challenges: Declining Markets and Sales Concessions - 05/2008 - Appr. Inst.  
Office Building Valuation: A Contemporary Perspective - 08/2008 - Appraisal Institute  
Business Practices and Ethics - 02/2009 - Appraisal Institute  
Advanced Residential Applications and Case Studies - 04/2009 - Appraisal Institute  
Advanced Residential Report Writing - 05/2009 - Appraisal Institute  
Appraising Distressed Commercial Real Estate - 11/2009 - Appraisal Institute  
Valuation by Comparison: Residential Analysis and Logic - 01/2010 - Appraisal Institute  
Hotel Appraisal Seminar - 03/2010 - Appraisal Institute  
Property Tax Assessment - 04/2010 - Appraisal Institute

## PRICE APPRAISAL GROUP

7-Hour National USPAP Update Course – 05/2010 – Appraisal Institute  
Supervisory / Trainee Roles and Relationship – 05/2010 – Appraisal Institute  
Florida State Law for Real Estate Appraisers – 05/2010 – Appraisal Institute  
Condemnation Appraising: Principles & Applications – 10/2010 – Appraisal Institute  
Whatever Happened to Quality Assurance in Residential Appraisals: Avoiding Risky Appraisals and Risky Loans – 02/2011 – Appraisal Institute  
The Appraiser as an Expert Witness: Preparation and Testimony – 06/2011 – Appraisal Institute  
The Uniform Appraisal Dataset from Fannie Mae and Freddie Mac – 06/2011 – Appraisal Institute  
Litigation Appraising: Specialized Topics and Applications – 10/2011 – Appraisal Institute  
Fundamentals of Separating Real, Personal Property and Intangible Business Assets – 03/2012 – Appraisal Institute

### Current Licenses/Designations

MAI and SRA Member, Appraisal Institute, #47359  
CFP - Certified Financial Planner, #054996  
State-Certified General Appraiser, State of Florida, # RZ2427  
Real Estate Broker, State of Florida, # BK444154  
FHA Appraiser, HUD, #FLRZ-2427  
VA Appraiser, #0583  
Worldwide ERC® Appraisal-Trained  
Successfully completed the Litigation Professional Development Program of the Appraisal Institute.

### Experience

Active in real estate appraising since 1984  
Fee Appraiser with Pardue, Heid, Church, Smith & Waller, Inc., 1985 to November 1992  
Fee Appraiser with John Roberts Appraisal Service, November 1992 to April 1996  
Founded Price Appraisal Group, April 1996  
Qualified Candidate, Lake County Florida Property Appraiser, Election Year 2012

### Association Memberships

MAI and SRA Designated Member, # 47359, Appraisal Institute, Associated since 2002  
Realtor™ - Realtors Association of Lake and Sumter Counties, Inc., 1994 to present  
Leadership Development & Advisory Council – Appraisal Institute, 2006, 2007  
Associate Guidance Chairman, Appraisal Institute, East Florida Chapter, 2005 to 2007  
Board of Directors, Appraisal Institute, East Florida Chapter, 2007  
Community Redevelopment Agency Advisory Committee – City of Tavares, 2007 to 2009  
Secretary, Appraisal Institute, East Florida Chapter, 2008  
Region 10 Representative, Appraisal Institute, East Florida Chapter, 2008 to present  
Treasurer, Chapter Finance Committee Chairman, Appraisal Institute, East Florida Chapter, 2009  
Chairman, Community Redevelopment Agency Advisory Committee – City of Tavares, 2009 to 2011  
Vice-President, Appraisal Institute, East Florida Chapter, 2010  
Region 10 Representative, National Nominating Committee, Appraisal Institute, 2010

PRICE APPRAISAL GROUP

President, Appraisal Institute, East Florida Chapter, 2011  
Past President, Appraisal Institute, East Florida Chapter, 2012  
Region 10 Nominating Committee Member, Appraisal Institute, 2012

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
JUNE 4, 2013**

**AGENDA TAB NO. 6**

**SUBJECT TITLE: Appointments to Library Board and Planning and Zoning Board**

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**OBJECTIVE:**

The Mayor will make appointments to the Library Board and Planning and Zoning Board

**SUMMARY:**

Library Board (2 year terms – June 2014 to June 2016)

The Library Board has three (3) seats expiring in June 2014. The Mayor has received requests for re-appointment from Charles Fox and Judy Eaton. The Mayor also received a new application for appointment from Carol Wasserman.

Planning and Zoning Board (three positions for 3 year terms - June 2014 to June 2017 and two positions for completion of terms to June 2016)

The Planning and Zoning Board has the the following openings:

- Three (3) seats for June 2014 - 2017
- Two (2) vacant seats (two year terms) from recent resignations which expire June 2016

There are therefore a total of five (5) open seats. The Mayor has received three (3) requests for re-appointment from Morris Osborn, Gary Santoro, and Richard Root. The Mayor also received two (2) new application for appointment from William S. Stomp and Steven L. Pueschel..

These Tavares Board opportunities were advertised in the Lake Sentinel (May 21, 2014) and the City of Tavares web site.

**OPTIONS:** The Mayor will make recommendations.

**STAFF RECOMMENDATION:** N/A

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:** Legally sufficient.

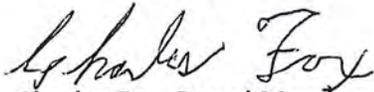
May 6, 2014

Robert Wolfe, Major  
City of Tavares  
201 E. Main Street  
Tavares, FL 32778

Dear Mayor Wolfe:

My term on the City of Tavares Public Library Advisory Board will expire in June and I would appreciate being re-appointed as a board member for another term. I look forward to hearing from you.

Very Truly Yours,

A handwritten signature in cursive script that reads "Charles Fox".

Charles Fox, Board Member President  
City of Tavares Public Library Advisory Board

/lb

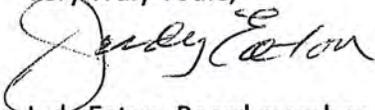
May 6, 2014

Robert Wolfe, Major  
City of Tavares  
201 E. Main Street  
Tavares, FL 32778

Dear Mayor Wolfe:

My term on the City of Tavares Public Library Advisory Board will expire in June and I would be interested in being re-appointed as a board member. I look forward to hearing from you.

Very Truly Yours,

A handwritten signature in cursive script that reads "Judy Eaton". The signature is written in black ink and is positioned above the printed name.

Judy Eaton, Board member  
City of Tavares Public Library Advisory Board

/lb



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**Application for a Board/Committee Appointment  
City of Tavares**

Please Print: WASSERMAN CAROL  
Last Name First Middle Initial

Telephone: (352) 343 1580 Email: CAROLWASS@GMAIL.COM

Cell Phone: (352) 978 8787 Fax: \_\_\_\_\_

Present Address 5348 INDIAN OCEAN LOOP TAVARES FL  
32778

Which Board/Committee Appointment are you seeking; (Please mark with a check.)

- Fire Pension Board
- Planning and Zoning Board\*
- Police Pension Board
- Tavares Library Advisory Board
- Bicycle Pedestrian Committee of the Metropolitan Planning Organization – Tavares Representative
- Citizens Advisory Committee of the Metropolitan Planning Organization – Tavares Representative
- Lake County Cultural Affairs Council – Tavares Representative
- Lake County Library Advisory Board – Tavares Representative

**\*Planning and Zoning Board Applicants Only - please also complete the Planning & Zoning Board Applicant Questionnaire Attachment and attach to the application.**

Name(s) and Relationship of Relatives Working for the City: NONE

Have You Ever Been Convicted of or Pled Guilty or No Contest to any Felony Offense? Yes  No

Education and Training: (Circle Last Level of Education Completed)

Elementary & High School

College or University

Graduate School

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

1 2 3 4

1 2 3 4

Are You Employed at Present? (Please Circle) YES NO

Name of Last or Present Employer: RETIRED

Address: STATE of MICHIGAN - LANSING MI  
Number and Address City State Zip

Date Hired: \_\_\_\_\_ Position: SOCIAL WORK SUPERVISOR,  
CHILD WELFARE

Brief Description of Responsibilities: \_\_\_\_\_  
RESPONSIBILITY FOR 8 FIRST LINE  
CHILD WELFARE WORKERS

Have You Served on a City of Tavares Board or Committee? NO

If You Answered Yes: When? \_\_\_\_\_ Where? \_\_\_\_\_

Professional or Civic Memberships:

- 1) LAKE COUNTY <sup>LIBRARY</sup> ADVISORY BOARD
- 3) \_\_\_\_\_ 4) \_\_\_\_\_

Please Answer the Following (Use Back of Page if Additional Space is Needed)

1) Why would you be a good candidate for this appointment? What experience, knowledge, or special skills do you have that would be helpful to this board?

I AM VERY INTERESTED IN THE TAVARES  
LIBRARY, I SERVED 8 YRS AS THE TREASURES  
AND HAVE VOLUNTEERED FOR OVER 8 YEARS.  
I ALSO SERVE ON THE LAKE COUNTY ADVISORY  
BOARD.

2) What do you think should be the purpose of this board?

to advise the library on programming,  
policy and planning.

References: Give Below, the Names of Three Persons Not Related to You, Whom You Have Known at Least One Year.

1) MARY - FRED HABMAN TAVARES FI 32778 5085 Indian Ocean Loop 8 yrs  
Name Address Business Years Known

2) JAMES - KATHRYN TAVARES FI 32778 3555 TROPICAL SEAS LOOP 6 yrs  
Name Address Business Years Known

3) FRENE O'MALLEY MT DORA FL 2001 W. Old US Hwy 441 5 yrs  
Name Address Business Years Known

Next of Kin: Neil WASSERMAN 5348 Indian Ocean Loop Husband  
Name Address Relationship

In Case of Emergency, Please Notify: F13278  
Neil WASSERMAN 5348 Indian Ocean Loop TAVARES  
Name Address Telephone No.  
352 3431580

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR VOIDING THIS APPLICATION.

Applicants Signature Carol Wasserman Date 5-21-14

**This form is for completion by applicants, and is used to collect information for reporting purposes only.**

In keeping with Florida Statutes Chapter 760.80(4) and to help us comply with reporting and legal requirements regarding minority representation on boards, commissions, councils and committees, please answer the questions below.

CAROL WASSERMAN 5-21-14  
Name Date of Application

Please select one of the following:

An African American; that is a person having origins in any of the racial groups of the African Diaspora.

A Hispanic American; that is, a person of Spanish or Portuguese culture with origins in Spain, Portugal, Mexico, South America, Central America, or the Caribbean, regardless of race.

An Asian American; that is, a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands, including the Hawaiian Islands prior to 1778.

A Native American, that is, a person who has origins in any of the Indian Tribes of North America prior to 1835.

An American woman.

An American man.

None of the above.

Do you qualify as physically disabled? Yes:  No:

## Nancy Barnett

---

**From:** Morry Osborn [osbornosborn@yahoo.com]  
**Sent:** Saturday, May 24, 2014 5:33 PM  
**To:** Nancy Barnett  
**Subject:** Re: P&Z appointment

I am in Haiti at present and just received your email. I would be glad to be reappointed. Thanks!  
Morry Osborn

Sent from my iPad

On May 23, 2014, at 4:19 PM, Nancy Barnett <[nbarnett@tavares.org](mailto:nbarnett@tavares.org)> wrote:

Mr. Osborn,

Your appointment to the P&Z board is up in June 2014. If you would like to be reappointed, could you please send me an email asap. We plan to take reappointments to Council meeting on June 4. This would be for a three year term ending in 2017.

Thank you for your consideration.

*Nancy A. Barnett, C.M.C.  
City Clerk  
City of Tavares  
PO Box 1068  
Tavares, FL 32778-1068*

*Phone (352) 253-4546  
Fax (352) 742-6351*

<image001.jpg>

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Please Note: Florida has a very broad Public Records Law. Most written communications to or from State and Local Officials regarding State or Local business are public records available to the public and media upon request. Your email communications, including your email address, may therefore be subject to public disclosure.

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May 23, 2014

Ms. Nancy A. Barnett, C.M.C.  
City Clerk  
City of Tavares  
PO Box 1068  
Tavares, Florida 32778-1068

Dear Ms. Barnett,

Please accept this correspondence as a request to be considered for re-appointment to the Tavares Planning & Zoning Board. I presently serve as the vice-chairperson for this board.

I have enjoyed my time on this board and participating in the decisions that have and will continue to make our city better.

Thank you in advance for your consideration.

Sincerely,  
Gary S. Santoro

## Nancy Barnett

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**From:** Richard and Carolyn Root [rcroot@comcast.net]  
**Sent:** Sunday, May 25, 2014 8:27 AM  
**To:** Nancy Barnett  
**Subject:** RE: P&Z Board appointment

Yes, I will happy to continue serving on the P & Z Board.

Richard

---

**From:** Nancy Barnett [mailto:nbarnett@tavares.org]  
**Sent:** Friday, May 23, 2014 4:24 PM  
**To:** 'rcroot@comcast.net'  
**Subject:** P&Z Board appointment

Dear Mr. Root,

Your appointment to the P&Z Board is up in June 2014. If you would like to be reappointed could you please send me an email asap. We hope to take reappointments to City Council on June 4. This would be for a three term through 2017.

Thank you for your consideration.

Sincerely,

*Nancy A. Barnett, C.M.C.*  
*City Clerk*  
*City of Tavares*  
*PO Box 1068*  
*Tavares, FL 32778-1068*

*Phone (352) 253-4546*  
*Fax (352) 742-6351*



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**Application for a Board/Committee Appointment  
City of Tavares**

Please Print: **Stomp, William (Bill) S.**

Last Name

First

Middle Initial

Telephone: ( ) \_\_\_\_\_

Email: **wcstomp@gmail.com**

Cell Phone: (352) **408-2844**

Fax: \_\_\_\_\_

Present Address **5892 Britannia Blvd.; Tavares, FL 32778**

Which Board/Committee Appointment are you seeking; (Please mark with a check.)

Fire Pension Board

Planning and Zoning Board\*

Police Pension Board

Tavares Library Advisory Board

Bicycle Pedestrian Committee of the Metropolitan Planning Organization – Tavares Representative

Citizens Advisory Committee of the Metropolitan Planning Organization – Tavares Representative

Lake Community Action Agency

Lake County Cultural Affairs Council – Tavares Representative

Lake County Library Advisory Board – Tavares Representative

**\*Planning and Zoning Board Applicants Only - please also complete the Planning & Zoning Board Applicant Questionnaire Attachment and attach to the application.**

Name(s) and Relationship of Relatives Working for the City: none

Have You Ever Been Convicted of or Pled Guilty or No Contest to any Felony Offense? Yes \_\_\_ No \_\_\_

Education and Training: (Circle Last Level of Education Completed)

<u>Elementary &amp; High School</u>	<u>College or University</u>	<u>Graduate School</u>
1 2 3 4 5 6 7 8 9 10 11 12	1 2 <u>3</u> 4	1 2 3 4

Are You Employed at Present? (Please Circle) YES NO

Name of Last or Present Employer: retired in 1995 from AT&T; currently employed part-time at FL Hosp Waterman

Address: \_\_\_\_\_  
Number and Address City State Zip

Date Hired: 7/2012 Position: ER - Tech

Brief Description of Responsibilities: Patient care in Emergency Department

Have You Served on a City of Tavares Board or Committee? no

If You Answered Yes: When? \_\_\_\_\_ Where? \_\_\_\_\_

Professional or Civic Memberships:

- 1) none 2) \_\_\_\_\_
- 3) \_\_\_\_\_ 4) \_\_\_\_\_

**Please Answer the Following** (Use Back of Page if Additional Space is Needed)

1) Why would you be a good candidate for this appointment? What experience, knowledge, or special skills do you have that would be helpful to this board?  
I am interested in positive development in our community.

2) What do you think should be the purpose of this board?

Too ensure that development in our community upholds the standards of current zoning and long range plans of the City Counsel.

References: Give Below, the Names of Three Persons Not Related to You, Whom You Have Known at Least One Year.

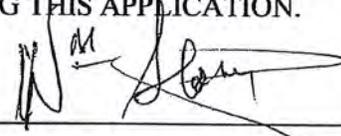
- |    |                |                              |                      |
|----|----------------|------------------------------|----------------------|
| 1) | Gary Santoro   | 2954 Lake Huron Ln., Tavares | 4 yrs                |
|    | Name           | Address                      | Business Years Known |
| 2) | DeWayne Rublee | 3344 Saratoga Dr., Tavares   | 60 yrs               |
|    | Name           | Address                      | Business Years Known |
| 3) | Kirby Smith    | Tavares                      | 4 yrs                |
|    | Name           | Address                      | Business Years Known |

Next of Kin:	Carole Stomp	5892 Britannia Blvd., Tavares	wife
	Name	Address	Relationship

In Case of Emergency, Please Notify:

Carole Stomp (above)	352-408-2844
Name	Telephone No.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR VOIDING THIS APPLICATION.

Applicants Signature  Date 5/14/2014

**This form is for completion by applicants, and is used to collect information for reporting purposes only.**

In keeping with Florida Statutes Chapter 760.80(4) and to help us comply with reporting and legal requirements regarding minority representation on boards, commissions, councils and committees, please answer the questions below.

William S. (Bill) Stomp

5.14.2014

Name

Date of Application

Please select one of the following:

An African American; that is a person having origins in any of the racial groups of the African Diaspora.

A Hispanic American; that is, a person of Spanish or Portuguese culture with origins in Spain, Portugal, Mexico, South America, Central America, or the Caribbean, regardless of race.

An Asian American; that is, a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands, including the Hawaiian Islands prior to 1778.

A Native American, that is, a person who has origins in any of the Indian Tribes of North America prior to 1835.

An American woman.

An American man.

None of the above.

Do you qualify as physically disabled? Yes:  No:

**Planning and Zoning Board  
Applicant Questionnaire Attachment**

1) How do you balance property development rights with government development regulations?

Property development rights need to be respected provided they are within the existing zoning ordinances. Government regulations already in place have been previously

approved and passed with citizen approval or concurrence need to be followed by individual property development. If an individual property owner

requests a deviation that requested change should provide an improvement to the community. Citizen input is important to obtain to determine if the

COMMUNITY DEFINE THE CHANGE REQUESTED. THE BOARD MUST  
THEN MAKE THEIR DECISION BASED ON INPUT FROM ALL SIDES TO  
OBTAIN POSITIVE/EMPLOYED DEVELOPMENT

2) What is your overall philosophy on growth in the City and in Lake County?

To accept or seek growth in development that provides improvement in the community.

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Exempt



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Application for a Board/Committee Appointment  
City of Tavares

Please Print: PUESCHEL STEVEN L  
Last Name First Middle Initial

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
Redacted FS 119.07

Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Present Address \_\_\_\_\_

Which Board/Committee Appointment are you seeking; (Please mark with a check.)

- Fire Pension Board
- Planning and Zoning Board\*
- Police Pension Board
- Tavares Library Advisory Board
- Bicycle Pedestrian Committee of the Metropolitan Planning Organization – Tavares Representative
- Citizens Advisory Committee of the Metropolitan Planning Organization – Tavares Representative
- Lake Community Action Agency
- Lake County Cultural Affairs Council – Tavares Representative
- Lake County Library Advisory Board – Tavares Representative

**\*Planning and Zoning Board Applicants Only - please also complete the Planning & Zoning Board Applicant Questionnaire Attachment and attach to the application.**

Name(s) and Relationship of Relatives Working for the City: N/A

Have You Ever Been Convicted of or Pled Guilty or No Contest to any Felony Offense? Yes  No

Education and Training: (Circle Last Level of Education Completed)

<u>Elementary &amp; High School</u>	<u>College or University</u>	<u>Graduate School</u>
1 2 3 4 5 6 7 8 9 10 11 12	1 2 3 4	1 <u>2</u> 3 4

Are You Employed at Present? (Please Circle) YES NO

Name of Last or Present Employer: OPHTHALMIC PARTNERS OF FLORIDA PA

Address: 44 # 200 LAKE BEAUTY DR ORLANDO FLA 32806  
Number and Address City State Zip

Date Hired: 3/10/2010 Position: MANAGER, REVENUE CYCLE; ANALYTICS

Brief Description of Responsibilities: MANAGEMENT AND DEVELOPMENT OF ACCOUNTS RECEIVABLE; PAYABLE, CREATE FINANCIALS, HANDLE ALL ACTIVITIES WITH CREDENTIALING, REVIEW; ADJUDICATION OF CONTRACTS, TAXES; LICENSES.

Have You Served on a City of Tavares Board or Committee? NO

If You Answered Yes: When? — Where? —

Professional or Civic Memberships:

- 1) LAKE COMMUNITY ACTION AGENCY BOARD <sup>OF DIRECTORS</sup> 2) \_\_\_\_\_
- 3) \_\_\_\_\_ 4) \_\_\_\_\_

Please Answer the Following (Use Back of Page if Additional Space is Needed)

1) Why would you be a good candidate for this appointment? What experience, knowledge, or special skills do you have that would be helpful to this board?

- PLEASE SEE ATTACHED SHEET -

2) What do you think should be the purpose of this board?

- PLEASE SEE ATTACHED SHEET -

References: Give Below, the Names of Three Persons Not Related to You, Whom You Have Known at Least One Year.

- 1) JIM VINES 2238 CYPRESS COVE DR TAVARES, FLA 1.5  
Name Address Business Years Known
- 2) NICK WALLACE 4915 LEOLA LANE ORLANDO, FLA 5  
Name Address Business Years Known
- 3) ANDREW NUTT 2220 CYPRESS COVE DR TAVARES FLA 15  
Name Address Business Years Known

Next of Kin: KATHY PUESCHEL 1 1  
Name Address Relationship

In Case of Emergency, Please Notify:

Name 1 Address 1 Telephone No.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR VOIDING THIS APPLICATION.

Applicants Signature [Signature] Date 5/7/14

**This form is for completion by applicants, and is used to collect information for reporting purposes only.**

In keeping with Florida Statutes Chapter 760.80(4) and to help us comply with reporting and legal requirements regarding minority representation on boards, commissions, councils and committees, please answer the questions below.

STEVEN L. PUESCHEL 5/7/14  
Name Date of Application

Please select one of the following:

An African American; that is a person having origins in any of the racial groups of the African Diaspora.

A Hispanic American; that is, a person of Spanish or Portuguese culture with origins in Spain, Portugal, Mexico, South America, Central America, or the Caribbean, regardless of race.

An Asian American; that is, a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands, including the Hawaiian Islands prior to 1778.

A Native American, that is, a person who has origins in any of the Indian Tribes of North America prior to 1835.

An American woman.

An American man.

None of the above.

Do you qualify as physically disabled? Yes:  No:

***Planning and Zoning Board  
Applicant Questionnaire Attachment***

1) How do you balance property development rights with government development regulations?

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*- PLEASE SEE ATTACHED SHEET -*

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2) What is your overall philosophy on growth in the City and in Lake County?

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*- PLEASE SEE ATTACHED SHEET -*

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May 7, 2014

Application for Planning and Zoning Board Additional Answers.

Page 2 Question 1

My years of business experience offers the ability to strategically and analytically review scenarios put before me in an educated, fair and fiscally responsible manner. I maintain the ability to thoroughly review an issue or task and stay neutral to both sides offering the best communication, discussion and decisions for the overall good of all involved.

Page 3 Question 2

The purpose of this Board and its members should be to protect the legal boundaries of property lines within the city's jurisdiction while planning for future growth and economic development as it relates to those boundaries. While thoughts of the future and impending growth should be maintained, proper and adequate review and consideration should equally be given to the city's history, appropriate size, population, demographics and culture. Protecting these items in Tavares though should not come at the cost of being unfair or unjust to its citizens and their personal rights.

Page 5 Question 1

The policies and regulations of the city have been developed over time in order to maintain an organized and legitimate process for planning future growth within its boundaries. While adapting to growth is a usual process within cities today, there is a basic need to maintain that control in order to provide a legal, fair and equitable approach to land, communities and owner rights. Decisions should be made in favor of the development and to a baseline level, the owner's desire, if there is no common sense or risk based proven reason to restrict it. However, this approval or debate must be handled in a methodical and cautious manner weighing all potential outcomes, positive and negative giving any benefit of doubt to the city regulations and its current rules before changes are made.

Page 5 Question 2

Population growth and city expansion and development are inevitable today in most cities, states and regions of the country. How successful we are at planning for and accommodating that growth depends much on the actions of the city's Executives, Administrators and other leadership such as independent Boards. While I am partial to the small town environment and its past uniqueness, I am a realist and understand that as many things as we keep the same, there is an equal amount of items that must change to accommodate progress and the residents in the area. Having said that, we must be certain that decisions, visionary planning, project and development follow-through and equally as important the protection of the city's inviting culture, quaintness and value of property must effectively be considered in every dilemma placed on the above named parties.

# Steven L. Pueschel M.S.M.

Redacted FS 119.07

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Redacted FS 119.07

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An accomplished Operational and Financial Manager with over 20 years of expertise in developing and enhancing all areas of the revenue stream and facility or practice operations in a long term or short term vision. Vast knowledge of techniques used to analyze and streamline all processes to effective and efficient levels. Proven ability to analyze and report statistical data and historical trends for productive business units. Strong management and leadership skills, with ability to motivate professionals and maximize levels of productivity. Excellent communicator, with emphasis on building strong relationships on a staff or administrative level.

## EDUCATION

Master of Science - Management, 1997, Troy State University,  
Troy, Alabama (Magna Cum Laude)

Bachelor of Arts - Management of Human Resources, 1992,  
Warner Southern College, Lake Wales, Florida (Summa Cum Laude)

## EMPLOYMENT

- |                    |  |
|--------------------|--|
| 2014 to<br>Current | <p><b>Lake Community Action Agency, Eustis, Florida</b><br/><i>Member, Board of Directors</i><br/><b>Responsibilities:</b> Promoting self-sufficiency by reducing and eliminating barriers that contribute to the instances of poverty through a variety of programs.</p> <ul style="list-style-type: none"><li>• Finance and Audit Committee</li><li>• Community Resource and Fund Raising Committee</li></ul>  |
| 2010 to<br>Current | <p><b>Ophthalmic Partners of Florida PA, Orlando, Florida</b><br/><i>Manager of Revenue Cycle and Analytics</i><br/><b>Responsibilities:</b> Statistical and financial reporting for period end, data selection and queries needed for decision making or revenue and collection performance reviews, ensures contract and vendor productivity levels and maintains oversight of practice financials and submission to accounting personnel. Determines historical and future fiscal needs, develops staffing, revenue, accounting and financial budgets and tracking mechanisms. Responsible for the development and operation of NextGen Practice Management productivity technology. Built and manages QuickBooks 2013 for Accounts Payable, invoice tracking, check writing and period end financial reporting. Ensures regulatory and payer compliance and associated training. Management of research and other charitable programs including the development and oversight of a detailed uncompensated care program for low income or non insured patients.</p> |
| 2008 to<br>2010    | <p><b>MedAssets, Various Locations, Revenue Cycle Consulting</b><br/><i>Director of Professional Services</i><br/><b>Responsibilities:</b> Operational transformation, AR and aging reduction, developed policies and enhanced billing edits, developed and implemented standardization of codes, staff development, workflow enhancement and strategic financial direction for clients.</p>   |

- 2005 to 2008 **IASIS Healthcare, Dallas, Texas**  
*Regional Director, Business Office Services-Florida, Texas, Nevada and La. Division*  
**Responsibilities:** Administrative management and responsibility for nine Hospital Business Offices. This responsibility includes complete AR management and improvement, vendor management, Practice Management, payer audits, billing development, upfront processes and collections, staff development and training, compliance and regulatory monitoring, process flow, bad debt and budget retention.
- 2003 to 2005 **Tenet Healthcare, Dallas, Texas, For-Profit Acute Hospital System**  
*Regional Business Office Director*  
**Responsibilities:** Executive Leadership for a centralized operation handling all charging, coding, billing and follow-up functions for fourteen hospitals in Texas. This responsibility consisted of managing nine Directors and approximately 165 staff members and supervisors including a Director of Patient Services in each facility and the upfront intake areas.
- Planned and developed Texas Regional Business Office (RBO)
  - Manage and report on annual revenue of \$1.4 Billion
  - Develop and manage an operating budget of over \$20 million
- 2000 to 2003 **Health Management Associates, Naples, Florida, For-Profit Acute Hospital System**  
*Regional Business Office Manager*  
**Responsibilities:** Regional Management and consultation for twelve hospital Business Offices including Managers, registration, billing, collections, scheduling, Physician practices, Surgery Centers, clinics, staffing, policy development and implementation and process enhancement.
- 1997 to 2000 **Columbia/HCA, Nashville, Tennessee, For-Profit Acute Hospital System**  
*Senior Operations Consultant*  
**Responsibilities:** Worked closely with Managers and CFO's to develop plans for operational improvement, effective management, and accomplishment of financial goals.
- 1992 to 1997 **Orlando Regional Healthcare System, Orlando, Florida, Non-Profit Acute Hospitals**  
*Manager of Patient Financial Services and Collection Agency*  
**Responsibilities:** Management of over \$95,000,000 in governmental receivables for a five hospital system, 26 staff member and 2 supervisors. Additionally, managed Registration staff and supervision in two facilities and a centralized Insurance Verification and Scheduling unit.
- 1982 **Orlando Police Department, Orlando, Florida**  
*Police Officer First Class*
- Twice Received Award of Commendation
  - Received Medal of Valor (Highest Award in Department)
  - Police Canine Officer with Specialty of Narcotic Detection
  - Field Training Officer for New Recruits
  - Trained in Dignitary Protection
  - Member of Emergency Response Team (Riot Control Training)

**PROFESSIONAL AFFILIATIONS**

Member-Central Florida Medical Group Management Association  
 Member-Medicare Provider Outreach and Education Advisory Group  
 Member-Healthcare Financial Management Association



**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: June 4, 2014**

**AGENDA TAB NO. 7**

**SUBJECT TITLE: Voting Delegate to Florida League of Cities Annual Conference**

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**OBJECTIVE:**

To ratify the Mayor's appointment to the Florida League of Cities Annual Conference in August 2014.

**SUMMARY:**

The Florida League of Cities Annual Conference will be held in Hollywood, Florida August 14-16, 2014. The League has requested that each municipality designate one official to be the voting delegate. Previously Council elected Norman Hope to be the city's delegate.

In addition the League adopts resolutions each year to take positions on commemorative, constitutional or federal issues. Should Council wish to propose a resolution, information is attached concerning procedures and deadlines.

**OPTIONS:**

- 1) Ratify the Mayor's appointment to the Florida League of Cities Annual Conference
- 2) Do not ratify the appointment

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

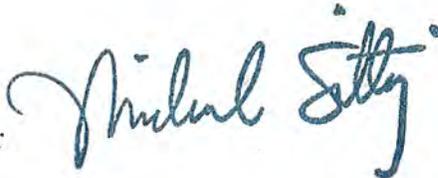
**LEGAL SUFFICIENCY:**

Legally sufficient.



301 South Bronough Street • Suite 300 • P.O. Box 1757 • Tallahassee, FL 32302-1757 • (850) 222-9684 • Fax (850) 222-3806 • www.floridaleagueofcities.com

TO: Municipal Key Official

FROM: Michael Sittig, Executive Director 

DATE: May 19, 2014

SUBJECT: 88th Annual FLC Conference –“*Cities take on Technology*”  
VOTING DELEGATE AND RESOLUTION INFORMATION  
August 14-16, 2014 – Westin Diplomat, Hollywood

As you know, the Florida League of Cities’ Annual Conference will be held at the Westin Diplomat, Hollywood, Florida on August 14-16. This year we are celebrating “*Cities take on Technology*”, which will provide valuable educational opportunities to help Florida’s municipal officials serve their citizenry more effectively.

It is important that each municipality designate one official to be the voting delegate. Election of League leadership and adoption of resolutions are undertaken during the business meeting. One official from each municipality will make decisions that determine the direction of the League.

In accordance with the League’s by-laws, each municipality’s vote is determined by population, and the League will use the Estimates of Population from the University of Florida for 2013.

Registration materials will be sent to each municipality in the month of June. Materials will also be posted on-line. Call us if you need additional copies. The League adopts resolutions each year to take positions on commemorative, constitutional or federal issues. We have attached the procedures your municipality should follow for proposing resolutions to the League membership. A resolution is not needed to become a voting delegate. If you have questions regarding resolutions, please call Allison Payne at the League at (850) 701-3602 or (800) 616-1513, extension 3602. **Proposed resolutions must be received by the League no later than July 9, 2014.**

If you have any questions on voting delegates, please call Gail Dennard at the League (850) 701-3619 or (800) 616-1513, extension 3619. **Voting delegate forms must be received by the League no later than August 11, 2014.**

Attachments: Form Designating Voting Delegate  
Procedures for Submitting Conference Resolution

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President **P.C. Wu**, Councilmember, Pensacola

First Vice President **Lori C. Moseley**, Mayor, Miramar • Second Vice President **Matthew D. Surrency**, Mayor, Hawthorne  
Executive Director **Michael Sittig** • General Counsel **Harry Morrison, Jr.**

**88th Annual Conference  
Florida League of Cities, Inc.  
August 14-16, 2014  
Hollywood, Florida**

It is important that each member municipality sending delegates to the Annual Conference of the Florida League of Cities, designate one of their officials to cast their votes at the Annual Business Session. League By-Laws requires that each municipality select one person to serve as the municipalities voting delegate. Municipalities do not need to adopt a resolution to designate a voting delegate.

Please fill out this form and return it to the League office so that your voting delegate may be properly identified.

**Designation of Voting Delegate**

Name of Voting Delegate: \_\_\_\_\_

Title: \_\_\_\_\_

Municipality of: \_\_\_\_\_

**AUTHORIZED BY:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

Return this form to:

Gail Dennard  
Florida League of Cities, Inc.  
Post Office Box 1757  
Tallahassee, FL 32302-1757  
Fax to Gail Dennard at (850) 222-3806 or email [gdennard@flcities.com](mailto:gdennard@flcities.com)

**Procedures for Submitting Resolutions**  
**Florida League of Cities' 88th Annual Conference**  
**Westin Diplomat**  
**Hollywood, Florida**  
**August 14-16, 2014**

In order to fairly systematize the method for presenting resolutions to the League membership, the following procedures have been instituted:

- (1) Proposed resolutions must be submitted in writing, to be received in the League office by July 9, 2014, to guarantee that they will be included in the packet of proposed resolutions that will be submitted to the Resolutions Committee.
- (2) Proposed resolutions will be rewritten for proper form, duplicated by the League office and distributed to members of the Resolutions Committee. (Whenever possible, multiple resolutions on a similar issue will be rewritten to encompass the essential subject matter in a single resolution with a listing of original proposers.)
- (3) Proposed resolutions may be submitted directly to the Resolutions Committee at the conference; however, a favorable two-thirds vote of the committee will be necessary to consider such resolutions.
- (4) Proposed resolutions may be submitted directly to the business session of the conference without prior committee approval by a vote of two-thirds of the members present. In addition, a favorable weighted vote of a majority of members present will be required for adoption.
- (5) Proposed resolutions relating to state legislation will be referred to the appropriate standing policy committee. Such proposals will not be considered by the Resolutions Committee at the conference; however, all state legislative issues will be considered by the standing policy councils and the Legislative Committee, prior to the membership, at the annual Legislative Conference each fall. At that time, a state Legislative Action Agenda will be adopted.
- (6) Proposed resolutions must address either federal issues, state constitutional issues, matters directly relating to the conference, matters recognizing statewide or national events or service by League officers. All other proposed resolutions will be referred for adoption to either the Florida League of Cities Board of Directors or FLC President.

Municipalities unable to formally adopt a resolution before the deadline may submit a letter to the League office indicating their city is considering the adoption of a resolution, outlining the subject thereof in as much detail as possible, and this letter will be forwarded to the Resolutions Committee for consideration in anticipation of receipt of the formal resolution.

## **Important Dates**

### **May 2014**

Notice to Local and Regional League Presidents and Municipal Associations  
regarding the Resolutions Committee

### **June 2014**

Appointment of Resolutions Committee Members

### **July 9th**

Deadline for Submitting Resolutions to the League office

### **August 14th**

League Standing Council Meetings  
Resolutions Committee Meeting  
Voting Delegates Registration

### **August 16th**

Immediately Following Breakfast – Pick Up Voting Delegate Credentials  
Followed by Annual Business Session

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
JUNE 4, 2014**

**AGENDA TAB NO. 8**

**SUBJECT TITLE: City Administrator Report**

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**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 – June 18, 2014, 4:00 p.m.
- Code Enforcement Special Magistrate Hearing – June 24, 2014 – 5:30 p.m.
- Lake County League of Cities Meeting – June 13, 2014; 12:00 p.m. Elks Lodge, Tavares – Chief Deputy Property Appraiser Michael Prestridge
- Lake Sumter MPO Board – June 25, 2014 – 2:00 p.m. - MPO Board Room, Leesburg
- Library Board – June 18, 2014 – 2:00 p.m.
- Planning & Zoning Board – June 19, 2014 – City Council Chambers – 3:00 p.m.

**OTHER EVENTS**

4<sup>th</sup> of July Celebration

Hydro Drag World Champs – August 30-31

Rifles, Rails & History – September 26-28

Pavilion on the Lake Grand Opening – October 11, 2014

Monster Splash – October 25

Howl o Fest – October 24-25

Z-Fest – November 15, 2014

Christmas Parade & Celebration – December 6

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
JUNE 4, 2014**

**AGENDA TAB NO. 9**

**SUBJECT TITLE: City Councilmembers Report**

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**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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**TRIANGLE NEWS LEADER**

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[annt@sunpubfl.com](mailto:annt@sunpubfl.com)

Dear Mr. Drury,

This statement is in regards to the proposed ordinance of unwanted paper deliveries. I apologize that I could not attend your meeting, but I will be out of the office attending my son's baseball tournament.

The Triangle News Leader has had a "Do Not Throw" policy in place since our conception in 1955. Anyone that does not want our paper can simply contact us to add his or her address to our "Do Not Throw" list.

We update this weekly and our carriers receive a new list every week. We also have policies in place regarding deliveries. In addition to stopping deliveries on our list, carriers are instructed to not deliver if:

- 1.) There is already a paper in the driveway.
- 2.) If there are no signs of anyone living in household.
- 3.) If For Rent signs are in the yard or white notices in the windows.

We also have a team that checks deliveries on a weekly basis, and turns in "Clean-up" notices, if multiple papers are found. (Of course we can only be responsible for our publications.)

The Triangle News Leader takes pride in being the "Community" paper for Lake County. We work with all of our cities to promote events, important announcements, good news from our schools, social announcements, church news and much more. We realize that our image largely lies with our circulation department and take this very seriously.

Our contact information is on the front page, or there is also a link to contact us on our website at [TriangleNewsLeader.com](http://TriangleNewsLeader.com).

Kind Regards,

Ann Yager