



**AGENDA**  
**TAVARES CITY COUNCIL**  
**July 19, 2023**  
**4:00 PM**  
**TAVARES CITY HALL COUNCIL CHAMBERS**  
**201 E MAIN STREET, TAVARES**

(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 [snovack@tavares.org](mailto:snovack@tavares.org))

**I. CALL TO ORDER**

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

Tab 1            Pastor Jayson Keefer, Astatula Baptist Church

**III. APPROVAL OF AGENDA**

**IV. PROCLAMATIONS/PRESENTATIONS**

Tab 2            Proclamation - Notice of Election (Mayor)

Tab 3            Proclamation - Park and Recreation Month (Mayor)

Tab 4            Tavares Chamber of Commerce Update

**V. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE COMMUNICATIONS**

**VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD**

**VII. CONSENT AGENDA**

Tab 5            Approval of the June 21, 2023, City Council Meeting Minutes (City Clerk)

Tab 6            Request Approval to Obtain the "TavaresFL.gov" Domain Name (Support Services/IT)

**VIII. RESOLUTIONS**

Tab 7            Resolution 2023-09 Request Council Acceptance and Authorization for FDLE Jag Grant Award (Finance)

Tab 8 Resolution 2023-10 – SRF Lake Hermosa Design Funding (Finance)

**IX. ORDINANCES - PUBLIC HEARING**

**First Reading**

**Second Reading**

**X. GENERAL GOVERNMENT**

Tab 9 Award of Bid 2023-0002, RFP for Supervisory Control and Data Acquisition, SCADA (Finance)

Tab 10 Request for Code Enforcement Fine & Lien Forgiveness for 909 Maplewood Street (Finance)

Tab 11 Fourth of July Celebration Parade Discussion (Community Services)

Tab 12 Participation in the County Referendum Informational Development Meetings for Public Lands, Regional Parks, and Trails (City Administrator)

Tab 13 Award of Bid 2023-0011, ITB for New Public Works Facility Equipment (Finance)

**XI. BUDGET WORKSHOP AND SETTING OF MAXIMUM TENTATIVE MILLAGE RATE**

Tab 14 Presentation of FY2024 General Fund Operating Budget and City Council Discussion (Finance)

Tab 15 City Council Sets Tentative Maximum Millage Rate for FY2024 (Tax Roll 2023) (Finance)

**XII. NEW BUSINESS**

**XIII. OLD BUSINESS**

**XIV. AUDIENCE TO BE HEARD**

**XV. REPORTS**

Tab 16 City Administrator Report

Tab 17 City Council Member Reports

**XVI. ADJOURNMENT**

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

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (352) 742-6209.



**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 1**

**SUBJECT TITLE: Pastor Jayson Keefer, Astatula Baptist Church**

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**OBJECTIVE:**

Pastor Jayson Keefer, Astatula Baptist Church, will provide the invocation and lead those present in the Pledge of Allegiance.

**SUMMARY:**

Pastor Jayson Keefer, Astatula Baptist Church, will provide the invocation and lead those present in the Pledge of Allegiance.

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 2**

**SUBJECT TITLE: Proclamation - Notice of Election (Mayor)**

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**OBJECTIVE:**

The Mayor will read a Proclamation for the November 7, 2023, Notice of Election.

**SUMMARY:**

The 2023 Tavares Municipal Election will be held on November 7, 2023, for Seat 2 and Seat 4, to serve at large for the two-year term 2023-2025.

Nominations shall be by petition, signed by at least twenty-five (25) qualified electors of the City of Tavares, and must name the individual and the specific Council seat sought. A candidate may qualify for only one seat. The petition, along with all other required election documents, must be filed with the City of Tavares City Clerk within the qualifying period beginning August 1, 2023, at 12:00 noon and ending August 15, 2023, at 12:00 noon. Election packets may be obtained from the City Clerk from 8:00 a.m. to 5:00 p.m., Monday through Friday, Tavares City Hall, 201 E. Main Street, Tavares.

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. 2023 Election Proclamation

*Attachments not provided are available to the public upon request to the City Clerk.*



***PROCLAMATION  
BY ORDER OF THE MAYOR OF THE CITY OF TAVARES***

**NOTICE OF ELECTION**

The 2023 City of Tavares Municipal Election will be held on Tuesday, November 7, 2023, at the Tavares Civic Center (Precinct 360), First United Methodist Church (Precinct 345), Lake County Agriculture Center (Precinct 365), Lake Frances Estates Clubhouse (Precinct 350), Imperial Terrace (Precinct 340), and Royal Harbor Social Hall (Precinct 370), for the purpose of electing two non-partisan Councilmembers to Seat 2 and Seat 4 to serve at large for the term 2023-2025.

Voters must be registered with the Lake County Supervisor of Elections on or prior to October 10, 2023, at 5:00 p.m.

Nominations to Seat 2 and Seat 4 shall be by petition, signed by at least twenty-five (25) qualified electors of the City of Tavares, and must name the individual and the specific Council seat sought. A candidate may qualify for only one seat. The petition, along with all other required election documents, must be filed with the City of Tavares City Clerk within the period beginning August 1, 2023, at 12:00 noon and ending August 15, 2023, at 12:00 noon. If August 15<sup>th</sup> should fall on a weekend day or holiday the deadline will be extended to the next business day at 12:00 noon. Election packets may be obtained from the City Clerk from 8:00 a.m. to 5:00 p.m., Monday through Friday, Tavares City Hall, 201 E. Main Street, Tavares.

Dated this 19th day of July 2023.

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Walter B. Price, Sr., Mayor

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 3**

**SUBJECT TITLE: Proclamation - Park and Recreation Month (Mayor)**

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**OBJECTIVE:**

For the mayor to read a proclamation to celebrate the month of July as Park and Recreation Month with adoption by the Tavares City Council.

**SUMMARY:**

Since 1985, people in the United States have celebrated Park and Recreation Month in July to promote building strong, vibrant and resilient communities, and officially acknowledge the importance of park and recreation services. Celebrated through the National Recreation and Parks Association, and recognized by the U.S. House of Representatives, this year's theme – **“Where Community Grows”** – celebrates the vital role park and recreation professionals play in bringing people together, providing essential services and fostering the growth of our communities.

**OPTIONS:**

1. Request the Mayor read a proclamation to celebrate the month of July as Park and Recreation Month with adoption by the Tavares City Council.
2. Do not adopt the proclamation.

**STAFF RECOMMENDATION:**

Option 1: Request the Mayor read a proclamation to celebrate the month of July as Park and Recreation Month with adoption by the Tavares City Council.

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. Parks and Recreation Proclamation

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 4**

**SUBJECT TITLE: Tavares Chamber of Commerce Update**

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**OBJECTIVE:**

To receive an update from the Tavares Chamber of Commerce.

**SUMMARY:**

Erika Buigas, President/CEO of the Tavares Chamber of Commerce, will provide an update on Chamber activities.

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. July Report to Council

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 5**

**SUBJECT TITLE: Approval of the June 21, 2023, City Council Meeting Minutes (City Clerk)**

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**OBJECTIVE:**

To consider approval of the June 21, 2023, City Council meeting minutes.

**SUMMARY:**

Attached are the June 21, 2023, City Council meeting minutes as submitted by the City Clerk.

**OPTIONS:**

1. Move to approve the City Council meeting minutes under the Consent Agenda.
2. Move to approve the City Council meeting minutes with corrections.

**STAFF RECOMMENDATION:**

For the Council's approval.

**FISCAL IMPACT:**

None.

**LEGAL SUFFICIENCY:**

Yes.

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. 06-21-2023 CC Minutes

*Attachments not provided are available to the public upon request to the City Clerk.*



**TAVARES CITY COUNCIL  
MEETING MINUTES  
JUNE 21, 2023 – 4:00 PM  
TAVARES CITY HALL COUNCIL CHAMBERS  
201 EAST MAIN STREET, TAVARES**

**COUNCIL MEMBERS PRESENT**

**Walter Price, Mayor  
Sandy Gamble, Vice Mayor  
Bob Grenier, Council Member  
Lori Pfister, Council Member  
Troy Singer, Council Member**

**STAFF PRESENT**

**John Drury, City Administrator  
Lindsay Holt, City Attorney  
Susie Novack, City Clerk  
Antonio Fabre, Interim Community Development Director  
Scott Aldrich, Community Services Director  
Bob Tweedie, Economic Development Director  
Lori Houghton, Finance Director  
Richard Keith, Fire Chief  
Crissy Bublitz, Human Resources Director  
James Dillon, Public Works Director  
Mark O'Keefe, Public Communications Director  
Sarah Coursey, Police Chief  
Phil Clark, Utilities Director**

**I. CALL TO ORDER**

Mayor Price called the meeting to order at 4:00 p.m. He asked those who wished to speak on an agenda item to complete and submit a Request to Speak form.

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

**Tab 1. Phil Clark, Utility Director**

Mr. Clark provided the invocation and led those present in the Pledge of Allegiance.

### **III. APPROVAL OF AGENDA**

Mayor Price asked if there were any changes to the Agenda. Mr. Drury said staff had no changes.

Vice Mayor Gamble asked to add Tab 3a – Airborne Brigade Plaque Presentation under Proclamations and Presentations.

### **MOTION**

**Lori Pfister moved to approve the Agenda with the addition of Tab 3a, seconded by Bob Grenier. The motion carried unanimously 5-0.**

### **IV. PROCLAMATIONS/PRESENTATIONS**

#### **Tab 2. Tavares Chamber of Commerce Update**

Erika Buigas, CEO/President of the Tavares Chamber of Commerce, provided a brief update on Chamber activities and events.

#### **Tab 3. GFOA Award – Excellence in Financial Reporting**

Mayor Price made the following presentation:

*The Certificate of Achievement for Excellence in Financial Reporting has been awarded to the City of Tavares by the Government Finance Officers' Association of the United States and Canada (GFOA) for its Annual Comprehensive Financial Report (ACFR) for the fiscal year ending September 30, 2021. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting.*

Mayor Price presented the Certificate of Achievement for Excellence in Finance Reporting to the Finance Department Team, including Finance Director Lori Houghton, Accounting Clerk Judy Akerson Reid, Finance Manager Brianna Stack, Budget Analyst Brett Jones, Administrative Coordinator Bernadette Fisher, and Staff Accountant Susan Sharp.

Ms. Houghton thanked the City Council and Mr. Drury for their support.

#### **Tab 3a. Phantom Airborne Brigade Plaque Presentation**

Vice Mayor Gamble said he received a plaque on behalf of the City Council from the Phantom Airborne Brigade for the City's support. The Phantom Airborne Brigade

completed a jump, including 140 veteran paratroopers, into Lake Dora on May 6, 2023. Vice Mayor Gamble presented the plaque to Mayor Price.

**V. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE COMMUNICATIONS**

Attorney Holt stated there were no quasi-judicial matters before the Council.

**VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

Ms. Novack read the following Ordinances and Resolutions by title only:

**RESOLUTION 2023-08**

**A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION FOR CONSTRUCTION ACTIVITIES FOR THE LAKE HERMOSA REGION BOOSTER PUMP STATION AND WATER TREATMENT PLANT EXPANSION PROJECT; AUTHORIZING THE LOAN APPLICATION; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCE; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.**

**VII. CONSENT AGENDA**

Mayor Price asked if anyone wished to pull an item from the Consent Agenda for discussion. There was none.

**MOTION**

**Troy Singer moved to approve the Consent Agenda, seconded by Bob Grenier. The motion carried unanimously 5-0.**

**Tab 4. Approval of the June 7, 2023, City Council Meeting Minutes**

*Approved on the Consent Agenda.*

**Tab 5. XS Properties, LLC – Sidewalk Easement at 311 N. Joanna Avenue**

*Approved on the Consent Agenda.*

**Tab 6. SECO Energy – Utility Easement North of Slim Haywood Avenue**

*Approved on the Consent Agenda.*

## **VIII. RESOLUTIONS**

### **Tab 7. Resolution 2023-08 – SRF Loan Application for Lake Hermosa Booster Pump Project and Water Treatment Plant Expansion**

Ms. Houghton made the following presentation:

*Previously, the City Council authorized acceptance of a State Revolving Loan for the design of the Lake Hermosa Booster Pump Project, SRF Loan DW350980 to provide adequate water infrastructure for the hospital and charter school area. The loan document was executed on July 15, 2021. The disbursable amount of the loan is \$247,416.*

*A timeline summary of previously approved amendments for the design loan are as follows:*

- Amendment One (1) was executed on April 28, 2022 which provided for additional time for project completion.*
- Amendment Two (2) was executed on March 23, 2023 which provided for additional time for project completion, and changed the first loan repayment date to February 15, 2025.*

*On February 28, 2023, the Florida Department of Environmental Protection provided notice to the City of Tavares that the City had been included on the funding list with FDEP for an SRF Loan for the construction of the Lake Hermosa Booster Pump Project.*

*On April 19, 2023, the City Council discussed the Construction Phase of the Project, and authorized application to the FDEP for an SRF Construction Loan for the Lake Hermosa Booster Pump project and the Water Treatment Plan Expansion. A copy of the agenda summary from the April 19, 2023 meeting is attached.*

*The FDEP has requested a Resolution to accompany the Application for the SRF Lake Hermosa Booster Pump Construction Loan. Resolution 2023-08 authorizes the Mayor to sign the application for the SRF Loan.*

*As indicated by FDEP and discussed by the City Council on April 19, 2023, the amount to be funded when awarded by FDEP is \$7,235,190 with \$5,799,152 designated for loan repayment and \$1,447,038 designated for loan principal forgiveness.*

*When the SRF Lake Hermosa Construction Project Loan is awarded by FDEP, staff will bring the award letter and the loan document to the City Council for approval. The low-interest loan amount, loan term, loan payment, etc. will be included in the loan document received from FDEP. and brought back to the City Council.*

*Staff recommends Option 1, for the Council to approve Resolution No. 2023-08 which authorizes the Mayor to execute a loan application with FDEP for an SRF Loan for the construction of the Lake Hermosa Booster Pump Project and to bring back the low-interest loan documents with all terms and conditions back to the Council at a future meeting for final approval.*

Mayor Price asked for comments from the Council.

Council Member Singer noted Council previously approved to apply for the loan and asked if the item for consideration was to add the resolution to the loan application. Ms. Houghton confirmed.

Council Member Singer asked how often the project would come before the Council before loan documentation was received. Ms. Houghton said the application and resolution would go to FDEP, who would review the funding list and approve or disapprove the application. Once approved, the City would receive an award letter with a loan document that would return to the Council.

## **MOTION**

**Troy Singer moved to approve Resolution 2023-08, seconded by Bob Grenier. The motion carried unanimously 5-0.**

## **IX. ORDINANCES – PUBLIC HEARING**

### **First Reading**

### **Second Reading**

## **X. GENERAL GOVERNMENT**

### **Tab 8. Board Appointments – Library Board**

Mayor Price made the following presentation:

*The Library Board currently has 5 seats open for appointment; 4 seats expiring June 2023, and one seat opening due to a resignation expiring June 2024. The City advertised the seats in the Daily Commercial and on the City website. The following requests for reappointment and new applications have been received. The open Library Board seats are for two-year terms, with the exception of one vacated seat that will expire in one year.*

#### **Request for Reappointment**

- Kathy Cyznick

#### **New Applications**

- George Cook
- Michael Ragsdale

*The City will continue to pursue filling any vacant seats that remain open after appointments are made.*

Mayor Price said he would like to appoint Kathy Cyznick, George Cook, and Michael Ragsdale to the Library Board for 2-year terms ending June 2025.

### **MOTION**

**Troy Singer moved to approve the Mayor's recommendation, seconded by Bob Grenier. The motion carried unanimously 5-0.**

### **Tab 9. Extension to the Interlocal Agreement with Lake County for the Provision of Library Services**

Mr. Aldrich made the following presentation:

*On September 10, 2019, the City of Tavares entered into an Interlocal Agreement with Lake County, FL for the provision of library services to join other communities in providing equal access to public library services, without charge, for all residents of Lake County. Tavares is one of sixteen libraries in the Lake County Library System that provides coordinated library services throughout the county and offers consistent plans, programs, policies, and procedures in the operation, maintenance, and development of library services throughout the area.*

*The previous agreement signed in 2019 with the county was a three-year term, expiring on September 30, 2022. The City and County then entered into a 12-month extension on September 13, 2022, to extend the agreement. County officials are requesting to extend the agreement for an additional 12-month period while they continue to review the funding metrics of their annual appropriations. Staff is seeking approval to extend this agreement for another year. A copy of the agreement is included in your agenda packet.*

### **MOTION**

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

### **Tab 10. School Board of Lake County Letter of Intent to Purchase Fred Stover Sports Complex**

Mr. Aldrich made the following presentation:

*Staff recently received a non-binding letter of intent from Lake County Schools Superintendent Diane Kornegay for the purchase of the City's Fred Stover Sports Complex. In the letter, the following points are highlighted:*

- The School Board of Lake County, FL would purchase the property for a cash sum of \$600,000.*
- Tavares would still have access to the two Little League fields for one dollar (\$1.00) a year for the next five (5) years for the City's Babe Ruth League.*
- The School Board will maintain the complex and make upgrades to the facility, such as new sidewalks and parking that would benefit both the City and the School Board.*

*Staff is seeking the Council's direction on developing a Purchase & Sale Agreement with the terms identified in the letter of intent.*

*Staff recommended Option 1, for the Council to direct staff to negotiate and enter into a Purchase & Sale Agreement with the School Board of Lake County for the sale of Fred Stover Sports Complex based on the terms in the letter of intent.*

Mr. Drury noted current and previous Council's worked toward selling Fred Stover Field to the Lake County School Board for over a decade. A Horizon Team was established, and the Council appointed Vice Mayor Gamble to serve as Council representative on the team. He said working with Vice Mayor Gamble, Mr. Aldrich, and the school administration had moved the project forward at lightning speed. He thanked the Horizon Team members for their efforts to bring a proposal back to the Council.

Mayor Price asked for comments from Vice Mayor Gamble.

Vice Mayor Gamble said the letter of intent was a win for the City, including the stipulation the City could utilize the field for five years at \$1.00 per year until the completion of the Woodlea Sports Complex. Council Member Pfister commended Vice Mayor Gamble. She recognized Robert Wolfe, past Council Member and Mayor, who initiated discussion of the sale fifteen years prior.

Council Member Singer said the sale would benefit the City and Lake County School Board. He said he was happy to enter into the partnership and was in support.

Mayor Price asked if Tavares would no longer be responsible for any maintenance at Fred Stover Field once an agreement was completed. Mr. Aldrich confirmed. Vice Mayor Price asked how much annual savings the City anticipated in maintenance and operating expenses. Mr. Aldrich said approximately \$100,000.

Mayor Price asked if the Woodlea fields would handle all the various leagues. Mr. Aldrich confirmed the future build-out of Woodlea Sports Complex would be sufficient. Mayor Price asked if the sale would result in anyone losing their job. Mr. Aldrich said no.

Mayor Price noted that while the property was priced lower than the appraisal, the win was that the community and schools would benefit. He stated his support.

Council Member Singer said the school board would make 1 million dollars in improvements within five years and noted fluctuations in past appraisal prices.

### **MOTION**

**Sandy Gamble moved to approve Option 1, seconded by Lori Pfister. The motion carried unanimously 5-0.**

Mayor Price and Council Member Singer thanked Vice Mayor Gamble and Mr. Aldrich for their efforts.

### **Tab 11. FY 2024 Proposed Budget Calendar**

Ms. Houghton made the following presentation:

*The FY 2024 Proposed Budget Calendar is attached. Currently, the schedule calls for the first City Council budget workshop to be on Wednesday, July 5, 2023, right after the July 4th holiday. Two options are provided below to adjust the July budget workshops to maximize attendance by the public:*

- 1. Adjust the schedule to improve public participation by shifting the July 5th Council meeting and first Budget Workshop to July 19th, 2023. This results in holding one meeting on July 19th to present the General Fund and establish the Maximum Millage Rate with further public budget workshops in August and September to further adjust the proposed budget.*
- 2. No schedule adjustment. (Workshop on the 5th and another workshop on the 19th, 2023 with the setting of the Tentative Maximum Millage Rate.)*

*Staff recommends Option 1, for the Council to adjust the schedule to improve public participation by shifting the July 5th Council meeting and first Budget Workshop to July 19th, 2023. This results in holding one meeting on July 19th to present the General Fund and establish the Maximum Millage Rate with further public budget workshops in August and September to further adjust the proposed budget.*

Mayor Price asked for comments from the Council.

Council Member Pfister inquired about holding one meeting in July; July 19. Mr. Drury said many people would be on holiday during the week of July 5. Having a budget workshop on a date that is not a holiday week provides an open and transparent budget process allowing the opportunity for the public to attend.

## **MOTION**

Lori Pfister moved to approve Option 1, seconded by Bob Grenier. The motion carried unanimously 5-0.

### **XI. NEW BUSINESS**

### **XII. OLD BUSINESS**

### **XIII. AUDIENCE TO BE HEARD**

Edd Holder, Dead River Road, Tavares, recommended the Council build a new pickleball court. He said it would be three years before pickleball courts would be completed at the Golden Triangle Regional Park at the current YMCA. Mr. Holder recommended utilizing one of the tennis courts at Aesop's Park to build a court sooner rather than later. Mr. Holder congratulated the Council on the sale of Fred Stover Field and said Mr. Stover labored many years taking care of the ballfield and would be pleased. Mr. Drury said staff would bring back pickleball court options for the Council's consideration.

Michael Watkins, 805 Summereal Avenue, Tavares, recognized the Tavares Police and Library Departments and said he appreciated their events held for the community. He asked Council to complete the West End Main Street project and inquired about possible uses for the Major St. Clair Abrams home.

### **XIV. REPORTS**

#### **Tab 12. City Administrator Report**

Mr. Drury noted the previous Community Development Director left the City to further his career and wished him well. He asked Mr. Fabre to transition from Deputy Director to Interim Director. Mr. Drury said Mr. Fabre would work with the Planning and Zoning Board and Council for a seamless transition. He welcomed Mr. Fabre as Interim Director and said he would update the Council as the position was permanently filled.

Mr. Drury noted a groundbreaking ceremony was held for the new Public Works Facility and included the entire Council, Lake Technical College Board Members, and most County Commissioners. He said the partnership was unique, where the future diesel mechanics for Florida would be trained. He thanked all who attended.

Mr. Clark noted plants and floating bee mats were being replaced in Tavares Ecological Park.

Mr. Aldrich said the 15 and under Babe Ruth baseball all-star season was completed. He congratulated the team for their efforts.

Mr. Aldrich said the July 4th Celebration and parade would be held Tuesday, July 4th. He noted that Chief Keith would emcee the event and asked those Council members interested in judging to contact him.

Mr. Fabre said he is excited to serve as Interim Community Development Director and looked forward to working with the Staff and Planning and Zoning Board members. He noted a preconstruction meeting for Avalon Phase II was recently held. He said the City of Eustis was included in the meeting as the development would extend to Clay Boulevard with 236 units and 78 townhome units.

### **Tab 13. City Council Member Reports**

#### **Council Member Pfister**

Council Member Pfister said she would like to have another discussion about moving the 4th of July Celebration from a parade on Main Street to a boat parade on the water. Mr. Drury asked the Council if there were objections to agendaize a discussion at an upcoming meeting. There were none.

Council Member Pfister said she attended the Public Works Groundbreaking Ceremony. She thanked those Department Directors for attending, with special thanks to Mr. Drury. Council Member Pfister noted during the ceremony she thought of all the accomplishments achieved under Mr. Drury's direction. She stated Mr. Drury motivates staff and lets them do their jobs well, including finding ways to obtain grants. Mr. Drury said it had been an honor.

#### **Council Member Grenier**

Council Member Grenier discussed the 2007 Woodlea House fire and said the new Public Works Complex rose from its ashes. He said the Council takes pride in providing the best services possible for the citizens.

Council Member Grenier said he attended an event at the Library on June 20, 2023, where Mr. Drury and Mr. Tweedie provided a presentation on their trip to Taiwan. He said Mr. Drury and Mr. Tweedie did a great job, and everyone was excited and enjoyed the presentation.

Council Member Grenier said Tavares Historian Betty Burleigh passed on June 20, 2023. He expressed his condolences to the family of Ms. Burleigh.

#### **Council Member Singer**

Council Member Singer noted he attended the Public Works Groundbreaking Ceremony and thanked Mr. Dillon for all his efforts. He said there was a great turnout and looked forward to the facility coming to fruition.

Council Member Singer expressed his condolences to the family of Betty Burleigh.

Council Member Singer said he looked forward to the July 4th Celebration event.

Council Member Singer congratulated and welcomed Mr. Fabre to his new position.

#### Vice Mayor Gamble

Vice Mayor Gamble recognized Kelly Randall of the Lake County School Board Growth Planning Department in the audience. He said she represented the School Board regarding the Stover Field Complex and appreciated her contribution to the project.

Vice Mayor Gamble expressed his condolences to the family of Betty Burleigh.

Vice Mayor Gamble said he attended the tail end of the Taiwan Library Presentation and said it was fascinating. He said the summer camp children who attended enjoyed the event.

Vice Mayor Gamble said he enjoyed the Public Works Groundbreaking Ceremony.

Vice Mayor Gamble commended the Babe Ruth All-Star Teams and their efforts in representing the City of Tavares.

#### Mayor Price

Mayor Price expressed his condolences to the family of Betty Burleigh.

Mayor Price said he was honored to attend the Public Works groundbreaking ceremony. He thanked those who attended and said he looked forward to the project coming to fruition.

Mayor Price said he looked forward to the July 4th Celebration and hoped all present could attend.

### **XV. ADJOURNMENT**

There was no further business and Mayor Price adjourned the meeting at 4:54 p.m.

Respectfully,

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Susie Novack, MMC, FCRM  
City Clerk

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 6**

**SUBJECT TITLE: Request Approval to Obtain the "TavaresFL.gov" Domain Name (Support Services/IT)**

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**OBJECTIVE:**

This is a request for City Council to approve the request to obtain the "TavaresFL.gov" domain name.

**SUMMARY:**

The Cybersecurity & Infrastructure Security Agency (CISA), a component of the Department of Homeland Security, oversees the management of ".gov" domain names. To further government efforts to combat cybersecurity threats, CISA has been urging all government municipalities to begin moving their domain names (.com, .org, .net, etc.) to the .gov domain. This request will be to receive the "TavaresFL.gov" domain name for web and email use. The following are several advantages to migrating to a ".gov" domain:

- CISA verifies that the .gov domain is ONLY available to governments.
- When emailing (sending and receiving) and browsing websites, citizens are more confident in the authenticity of the .gov domains.
- These domains are difficult to spoof.
- All web browsers are designed to only connect to ".gov" websites with encryption.
- Moving all governments to a ".gov" web and email presence has been identified as a nationwide security objective (future grant funding may require a ".gov" domain).

**OPTIONS:**

Option 1: Approve

Option 2: Do not Approve

**STAFF RECOMMENDATION:**

Staff recommends City Council approve option 1, authorizing the Mayor to sign the required request letter to obtain the "TavaresFL.gov" domain name and directing the Support Services Director to make any necessary changes, including a public information campaign.

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

Legally Sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. Tavares dot gov request to CISA Letterhead

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 7**

**SUBJECT TITLE: Resolution 2023-09 Request Council Acceptance and Authorization for FDLE Jag Grant Award (Finance)**

---

**OBJECTIVE:**

Consider approval of Resolution 2023-09 authorizing acceptance of Grant from Florida Department of Law Enforcement through the United States Department of Justice JAG Grant

**SUMMARY:**

The City of Tavares has been awarded a United States Department of Justice (US DOJ) Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase the StarChase System which is a GPS vehicle tracking system including installation and training.

The City of Tavares will receive the grant as a sub-recipient from the Florida Department of Law Enforcement (FDLE).

Various details of the grant include the following:

- Award Number: 8C259
- Award Title: D-8C259: StarChase JAG - Residual
- Federal Award Number: 15PBJA-21-GG-00241-MUMU
- CFDA: 16.738
- Pass-through Entity: Office of Criminal Justice Grants Florida Department of Law Enforcement.
- Subrecipient: City of Tavares.
- Grant Award: \$27,879.
- No grant match required.
- Award Period: 07/01-2023 – 9/30/2024.
- The grant is subject to all applicable rules, regulations, and conditions, as contained in the Department of Justice Grants Financial Guide, and the Office of Management and Budget Uniform Grant Requirements (2 C.F.R. Part 200).

**OPTIONS:**

1. **MOVE TO APPROVE RESOLUTION NO. 2023-09 to accept State of Florida JAG Grant Award No. 8C259, and authorize the Mayor, City Administrator,**

**and Finance Director to execute the grant award agreement, and related documents to administer the grant.**

**2. DO NOT APPROVE.**

**STAFF RECOMMENDATION:**

1. **MOVE TO APPROVE RESOLUTION NO. 2023-09 to accept State of Florida JAG Grant Award No. 8C259, and authorize the Mayor, City Administrator,**

**and Finance Director to execute the grant award agreement, and related documents to administer the grant.**

**FISCAL IMPACT:**

Grant Funding \$27,879, no match required.

**LEGAL SUFFICIENCY:**

Legally Sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. Resolution 2023-09 Acceptance of JAG Grant\_8C259\_07192023
2. 8C259\_Federal Award - Agreement-2 cc07192023

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 8**

**SUBJECT TITLE: Resolution 2023-10 – SRF Lake Hermosa Design Funding (Finance)**

---

**OBJECTIVE:**

Request Council to approve Resolution 2023-10 and authorize the Mayor to execute Loan Amendment Number Three (3) for State Revolving Loan No. DW350980 from the Florida Department of Environmental Protection (FDEP) which increases the disbursable loan amount by \$87,059 (from \$240,000 to \$327,059).

**SUMMARY:**

Previously, the City Council Adopted Resolution 2021-14 authorizing the application and acceptance of a State Revolving Loan for Project DW350980, for design activities for the Lake Hermosa Permanent Booster Pump Project. The original loan document was executed on July 15, 2021 with a disbursable loan amount of \$240,000.

On April 21, 2022, the City Council of the City of Tavares adopted Resolution 2022-07 authorizing Amendment One (1) to the loan which provided a term extension for completion of the project, and set the first repayment date as February 15, 2023.

On March 15, 2023, the City Council of the City of Tavares adopted Resolution 2023-03 authorizing Amendment Two (2) to the loan which provided additional time for the completion date for the project, and the Amendment extended the first semi-annual loan repayment date for the loan from February 15, 2023 to February 15, 2025.

On July 5, the City was notified by FDEP that Amendment Three (3) which increases the loan amount, had been approved and forwarded the FDEP approved Amendment Three (3) to the City for Council Approval. The Amendment increases the amount of the loan by \$87,059.

A summary of the loan elements and proposed changes (Amendment 3) are listed below:

- Amendment 3 - provides an additional loan disbursable amount of \$87,059
- Total disbursable loan amount - ~~\$240,000~~ \$327,059
- Capitalized interest (non-disbursable) amount is \$500
- Estimated loan service fee is ~~\$4,800~~ \$6,541.00
- Semi-annual loan payments are estimated at ~~\$12,972~~ \$17,879
- Monthly Loan Deposits to the debt service account begin no later than August 15, 2024.
- Capitalized Interest is \$4,500
- The first semi-annual loan payment is due February 15, 2025.
- Loan term is ten (10) years.
- Annual loan interest rate is 1.08%.

**OPTIONS:**

1. **Move to approve Resolution No. 2023-10 which authorizes** the Mayor to execute SRF Loan DW350980 Amendment Three (3) which increases the disbursable loan amount by \$87,059.
  
2. **Do not approve**

**STAFF RECOMMENDATION:**

- **Move to approve Resolution No. 2023-10 which authorizes** the Mayor to execute SRF Loan DW350980 Amendment Three (3) which increases the disbursable loan amount by \$87,059.

**FISCAL IMPACT:**

Semi-Annual Loan repayments will increase from \$12,972 to \$17,879

Loan interest rate remains unchanged at 1.08%

The loan term remains unchanged.

**LEGAL SUFFICIENCY:**

Legally Sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. Resolution 2023-10 SRF WW 350980 Lake Hermosa-Avalon\_Booster Pump Design Amend 3
2. Tavares DW350980 A3 Increase

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 9**

**SUBJECT TITLE: Award of Bid 2023-0002, RFP for Supervisory Control and Data Acquisition, SCADA (Finance)**

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**OBJECTIVE:**

For Council to award Bid # 2023-0002, Request for Proposal for Supervisory Control and Data Acquisition (SCADA).

**SUMMARY:**

On April 16, 2023, the City of Tavares issued a Request for Proposal (RFP) for Supervisory Control and Data Acquisition (SCADA) Bid No. 2023-0002. The bid was advertised in the Orlando Sentinel on Sunday, April 16, 2023. Proof of bid advertisement is attached.

On June 1, 2023 the City of Tavares accepted proposals from suitably qualified Supervisory Control and Data Acquisition (SCADA) software manufacturers or their certified sales representatives (both now referred to as Software Vendor or Respondent) to be used in the selection of the SCADA software solution for the Tavares Water Treatment Plant (WTP).

The software package selected will be used as the design basis in a progressive design build project (SCADA Modernization Project) that will replace the SCADA and Programmable Logic Controller (PLC) hardware and software at the Water Treatment Plant. It is expected that the selected Software Vendor will become a subcontractor to the successful design build team. The software vendor will play a prominent role in the setup, testing, and commissioning of the SCADA software. The bid includes maintenance for the first year of the contract.

Bids were received and opened on June 1, 2023 with two firms responding. The two responding firms and their respective bids are shown below:

Barney's Pumps, Inc.  
2965 Barney's Pumps Place  
P.O. Box 3529  
Lakeland, FL 33802-3529  
\$ 233,677.17

Engineer Service Corporation  
P.O. Box 23511  
Jacksonville, FL 32241  
\$226,780.98

The Selection Committee has reviewed the submitted bids and recommends Barney's Pumps, Inc. for scoring highest on the selection criteria.

The following are attached for Council's review:

- Bid 2023-0002 Advertisement
- Bid Opening Minutes
- Bid Selection Committee Minutes

**OPTIONS:**

1. Award the bid to Barney's Pumps, Inc.
2. Do not award the bid to Barney's Pumps, Inc.

**STAFF RECOMMENDATION:**

Staff recommends that Council moves to approve option 1.

**FISCAL IMPACT:**

Budget is as follows:

401-3504-535-64-23 \$120,000

401-3504-535-64-25 \$ 68,000

401-3504-535-46-85 \$ 40,781

**LEGAL SUFFICIENCY:**

Legally sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. ADVERTISEMENT 2023-0002
2. 2003-002\_BidOpening\_06-01-2023
3. Minutes\_Selection Committee\_Bid2023-0002
4. SQ10041187 - City of Tavares - 05-16-2023 Supervisory Control and Data Acquisition SCADA Proposal - 30 May 2023
5. Proof of Advertisement\_SCADA Bid 2023-0002

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 10**

**SUBJECT TITLE: Request for Code Enforcement Fine & Lien Forgiveness for 909 Maplewood Street (Finance)**

---

**OBJECTIVE:**

To consider a request received from Olivia Petrocchio of cashbuyersnetworkfl.com, to reduce or forgive Code Enforcement Fines/Liens and Utility Liens at 909 West Maplewood. Ms. Petrocchio indicates that her firm is looking to purchase the property.

**SUMMARY:**

Chapter 2, Article 3, Section 2 of the City sets forth the Enforcement of Municipal Codes.

Ordinance 2011-12 established the provision for the creation, establishment and levy of a lien against properties which have unpaid utility charges by the owner.

City of Tavares Ordinance 2012-14 established a similar lien provision expressly for Fire Assessment Charges.

Currently, there are two outstanding, unresolved, Code Enforcement Cases with fines assessed on the property located at 909 West Maplewood, identified by the Lake County Property Appraiser records as Alt Key No. 1379113. The Code Enforcement Cases with fine/lien amounts are listed below:

|   | <b>CODE<br/>ENFORCEMENT<br/>CASE NUMBER</b>                                                                              | <b>Date</b> | <b>Fine</b>  | <b>Notes</b>                                                                                 |
|---|--------------------------------------------------------------------------------------------------------------------------|-------------|--------------|----------------------------------------------------------------------------------------------|
| 1 | CET0903-2333                                                                                                             | 5/5/2009    | \$185.67     | Fines may not be reduced<br>(Sec 2-68, COT Code of Ordinances)                               |
|   |                                                                                                                          |             |              |                                                                                              |
| 2 | CET2004-0004                                                                                                             | 8/24/2020   | \$207,477.40 | Fine as of 6-21-23; fine accrues at<br>\$200/day                                             |
|   |                                                                                                                          |             |              | \$202.40 of the fine may not be reduced<br>or waived (Sec. 2- 68, COT Code of<br>Ordinances) |
|   |                                                                                                                          |             |              |                                                                                              |
| > | The property was found to have a large amount of debris and junk material located under the carport as well as the yard, |             |              |                                                                                              |

|   |                                                                            |
|---|----------------------------------------------------------------------------|
| > | Activity in the home without required utilities (turned off on 5-15-2018). |
|---|----------------------------------------------------------------------------|

Case CET2004-0004 listed above went before the City of Tavares Code Enforcement Special Magistrate on July 29, 2020 whereas Findings of Fact were found, Conclusions of Law were identified, and an Order of Enforcement was ordered. A Code Enforcement Lien was placed upon the property for the Case on 8-24-2020. Attachments have been provided to assist the City Council with their review of the case.

In addition to the Code Enforcement fines and liens, the City of Tavares has also assessed Utility and Fire Assessment liens against the property. The Utility and Fire Assessment Liens were implemented on August 7, 2018. The current accrued amount for the utility and fire assessment lien balances are listed below. Details for the Utility and Fire Assessment Liens have been attached.

1. Fire Assessments - \$710.40 amount accrued monthly to the lien is \$11.84
2. Utility Liens – \$7,147.92 – amount accrues monthly at an estimated amount of \$173.02

(includes penalties of \$2,292.63)

#### **OPTIONS:**

1. **Council hears Olivia Petrocchio of cashbuyersnetworkfl.com, and Council holds discussion for reduction and/or forgiveness of the Code Enforcement, Fire Assessment, and Utility Liens and Fines on the property identified as 909 Maplewood Street.**
2. **Council does not hold discussion on fine reduction or forgiveness.**

#### **STAFF RECOMMENDATION:**

1. **Council hears Olivia Petrocchio of cashbuyersnetworkfl.com, and Council holds discussion for reduction and/or forgiveness of the Code Enforcement, Fire Assessment, and Utility Liens and Fines on the property identified as 909 Maplewood Street.**

#### **FISCAL IMPACT:**

Total Code Enforcement Fine/Liens for discussion - \$207,275.00

Total Fire Assessment Liens for discussion - \$710.40

Total Utility Liens for discussion – \$7,147.92 (includes penalties of \$2,292.63)

#### **LEGAL SUFFICIENCY:**

Legally Sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. 909 Maplewood Fine & Lien reduction request
2. Order of Enforcement
3. CodeEnforceLien
4. Case Report
5. Email from Chris McCormick\_909 Maplewood
6. Utility & Fire Assessment Liens\_909 Maplewood

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 11**

**SUBJECT TITLE: Fourth of July Celebration Parade Discussion (Community Services)**

---

**OBJECTIVE:**

For the Council to discuss and offer directions for the Fourth of July Celebration parade.

**SUMMARY:**

The City of Tavares Community Services Department organizes two large street parades each year in the downtown, a patriotic one at the Fourth of July Celebration and another lighted, holiday parade at the Christmas Celebration.

In an effort to combat the hot Florida summer heat, staff brought before the Council an option to move the Fourth of July street parade onto the waterfront along the Pontoon Promenade at Wootton Park at the regular City Council meeting held on February 16, 2022. During that meeting, the Council voted to keep the parade along Main Street.

Most recently, at the previous council meeting, Councilmember Pfister requested the Council approve placing on the agenda a discussion on the 4th of July parade again. Council concurred.

**OPTIONS:**

1. For the Council to discuss the Fourth of July parade options and provide staff with direction.
2. For Council not to discuss the Fourth of July street parade options.

**STAFF RECOMMENDATION:**

For the Council to discuss the Fourth of July parade options and provide staff with direction.

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

Meets legal sufficiency

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 12**

**SUBJECT TITLE: Participation in the County Referendum Informational Development Meetings for Public Lands, Regional Parks, and Trails (City Administrator)**

---

**OBJECTIVE:**

Participation in the County Referendum informational development meetings for Public Lands, Regional Parks and Trails

**SUMMARY:**

The Lake County Conservation Areas and Public Lands program was previously developed to create, maintain and preserve environmental and recreational public lands in Lake County. Voters approved a tax in mid 2000 for this program.

The criteria for this program included:

- Significant area of documented high recharge rates
- Water bodies or wetlands capable of protecting natural floodplain functions and preventing or reducing flood damage.
- Aquifers, springs and/or significant geological features are present.
- Potential for water resource enhancement
- Protects, maintains or enhances populations of listed species
- Protects one or more biological communities
- Maintains or enhances natural systems corridors
- Connects two or more otherwise unconnected conservation lands
- Potential for resource based public use opportunities, including, but not limited to, Greenways, Blueways and trails
- Connects two or more otherwise unconnected Greenways, Blueways, parks, public facilities or trails
- Multiple use potential for resource based and user-oriented recreational facilities and programs
- Contributes to green space, scenic vistas or acts as development buffers
- Contains significant historical, archeological and/or cultural sites

The 17 projects below were supported by this program:

1. Pasture Reserve Address: 5144 Lake Erie Road, Groveland  
Size: 810 acre.
2. Pine Meadows Conservation Address: 2280 Pine Meadows Golf Course Rd., Eustis  
Size: 769.5 acres
3. Ellis Acres Address: [25302 County Road 42, Paisley](#)  
Acres: 417 acres
4. Neighborhood Lakes Reserve

Size: 210 acres (total acquisition: 1584 acres)

General Location: South of State Road 46 and south and east of the Mt. Plymouth community.

Address: End of Fenimore Street, Sorrento

5. PEAR Park Wildlife Conservation Area (WCA) Address: [4800 University Ave, Leesburg](#)

Acre: 268

6. Ferndale Preserve Address: [19220 County Road 455, Ferndale](#)

Acre: 196

7. Lake May Reserve Address: [36300 County Road 44A, Eustis](#)

Acre: 136

8. Mt. Plymouth Lakes Size: 125.21 acres

General Location: Mount Plymouth community

9. Lake Edwards Section Mt. Plymouth Lakes

Size: 19.52 acres

10. Green Mountain Scenic Overlook & Trailhead

Size: 9 Acres

11. Northeast Lake County Scrub Preserve, 63 acres

12. South Pine Lakes Reserves, 128 acres

13. Dead River Road Regional Stormwater Pond 9 acres

14. Helen Run Preserve 20 acres

15. Lake Hiawatha Preserve Inland groves 218 acres

16. South Lake Trail Phase IIIA ROW Acquisition

17. LADy Lake Preserve. 16 Acres

The current tax expires in 2026 and Lake County along with various stakeholders are planning to provide voters with an opportunity to re-issue the tax for another 20 years by referendum on the November 2024 ballot to continue programs like the above 17, Regional Park Development and Trails.

Lake County Commissioner Parks is exploring the development of a group of stakeholders to develop information for voters on this referendum and asked the Tavares City Administrator to participate. The City Administrator seeks Council approval to participate in meetings to develop the information.

#### **OPTIONS:**

- 1) Approve the City Administrator's participation
- 2) Do not approve the City Administrators participation

#### **STAFF RECOMMENDATION:**

Approve the City Administrators participation

#### **FISCAL IMPACT:**

No fiscal impact to participate in the meetings

#### **LEGAL SUFFICIENCY:**

yes

#### **ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

*Attachments not provided are available to the public upon request to the City Clerk.*



**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 13**

**SUBJECT TITLE: Award of Bid 2023-0011, ITB for New Public Works Facility Equipment (Finance)**

---

**OBJECTIVE:**

To approve the recommended lowest responsive bidder for the Tavares Public Works Operation Center Equipment and authorize staff to negotiate a contract.

**SUMMARY:**

On June 12th, 2023, the City of Tavares advertised Bid 2023-011 for the Tavares Public Works Operation Center Equipment. Three responses were received and are listed below.

- |                                              |                |
|----------------------------------------------|----------------|
| 1. Onsite Marketing, Shertz Texas            | \$1,160,699.90 |
| 2. First Choice Automotive, Hillsborough, NJ | \$ 960,526.60  |
| 3. Automotive Development Group, Tampa FL    | \$ 859,777.77  |

The Engineer for the New Public Works Center Project, GatorSkitch Architects and Planners, have reviewed the bids and have determined the lowest bidder, Automotive Development Group, to be responsive and qualified, and thus has recommended selecting the low bid from Automotive Development Group. See attached letter from GatorSkitch, Project Engineer.

In addition, as the equipment will be funded with CDBG-CV grant funds, the bid was submitted to Lake County CBDG by the Public Works Director for review, and has advised that the Lake County CBDG office has approved the bid.

**OPTIONS:**

1. Approve the recommended low bidder, Automotive Development Group, and authorize staff to negotiate a contract with Automotive Development Group, Tampa FL for the purchase and installation of equipment at the New Public Works Facility.
2. Do not approve.

**STAFF RECOMMENDATION:**

1. Approve the recommended low bidder, Automotive Development Group, and authorize staff to negotiate a contract with Automotive Development Group, Tampa FL for the purchase and installation of equipment at the New Public Works Facility.

**FISCAL IMPACT:**

Sufficient funds were previously budgeted for this. Funding for FFE for the Project: \$1,298,706.77

- \$775,497 - CDBG Funded
- \$523,210 - Loan proceeds

**LEGAL SUFFICIENCY:**

Legally Sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. Architect letter and bid tabulation for PW Complex Equipment\_07192023
2. Bid Advertisement for PW Complex Equipment Bid 2023-11 \_07192023\_Add 6-12
3. 2023-0011\_Automotive Development Group Bid
4. Minutes\_2023-0011Public Works Facility Equipment\_Bid Opening 062823

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 14**

**SUBJECT TITLE: Presentation of FY2024 General Fund Operating Budget and City Council Discussion (Finance)**

---

**OBJECTIVE:**

To deliver, present, and discuss the General Fund Budget for the Fiscal Year 2024 (October 1, 2023, through September 30, 2024).

**SUMMARY:**

The City budget development process consist of the following three (3) steps:

- Step One (1): Deliver the budget to the City Council
- Step two (2): Deliberate the budget (August and September)
- Step three (3) Adopt the budget (Last meeting in September)

The City operates and oversees several enterprises including:

1. **General Government:** Police, Fire, Emergency Management, Recreational Parks, Multiple Nature Parks, Two Sport Complexes, City-Wide Beautification America-In-Bloom Program, Public Library, Street Paving & Sidewalk Program, Street Lighting, Traffic Intersection Signalizations, Golf Cart street friendly Program, Street Addressing and City Gateway & Directional Signage Program, Street Corridor Landscaping Program, City Vehicle Fleet Maintenance Program, Public Works, Governmental Administration, Finance, Reporting, Contract Management, Budgeting & Procurement, Information Technology, Building Permitting, Building Inspections, Code Enforcement, City Planning Services, Public Records Retention, Public Meeting Minutes Notation and Recording, Human Resources Management, Employee benefits and Recruitment Program, Public Communications, City Council Meetings, City Meeting Live Streaming Productions, Website and Social Media Program, Historical Museum, Economic Development, Marina, Seaplane Base, Local Community Grant Program, Public Infrastructure Insurance and Risk Management, Workers Compensation, Auto and General Property Liability Program, Federal, State & County Grant Management Programs, Two (2) Sister City Programs, Debt Service Program, Pavilion on The Lake Special Events and Wedding Facility, Two Community Civic Centers, Senior Service Programming, adult and Youth Recreation Programs, Youth Summer Camp Program, Splash Park, Play Grounds and exercise stations, Volleyball courts, boat ramps, Community Parades, Fireworks and Special Events, Planning and Zoning etc.
2. **Utilities:** Sewer Plant, Water Plant, Reclaimed Water Plant, water distribution system, sewer collection system, a reclaimed water distribution system and a utility bill collections department, and a fully certified NELAC Laboratory water quality and public health.
3. **Stormwater:** A stormwater retention, detention, collection, maintenance system, right of way mowing and tree trimming maintenance department.
4. **Garbage & Recycling collection system:** A residential garbage collection program, recycling program, and commercial garbage collection program.

5. **Capital Program:** A five (5) year capital program utilizing grants and other sources of funds to replace and build public infrastructure.

At this first budget workshop the Finance Department will present the General Fund Proposed Budget (#1 above), and the remaining enterprises #2 - #5 will be presented at the next budget workshop.

The City Council developed broad budget priorities for the City Administrator to use as guiding principles in developing next year's FY 24 proposed budget which included lowering the tax rate, taking care of employees, increasing reserves, and maintaining a similar level of service for all of the above referenced City Governmental services rendered.

The City Administrator and Finance Budget Department have worked with Department Director's to develop budgets to achieve the Council's broad budget goals. To achieve these goals, in addition to developing a comprehensive budget, a comprehensive "FY 2024 Cut List" list was prepared too (See attached City Administrator FY24 proposed cut list Exhibit B). As in previous years, the cut list is organized into several categories:

1. "Reduction" means the item is still in the proposed FY 24 budget and the City Administrator has reduced the amount that was requested by the Department Director.
2. "Cut" means the City Administrator has removed the entire item from the budget.
3. "Similar" means the item was provided for in the prior year.
4. "Enhanced" means the item is a higher level of service than provided for in the prior year.
5. "Personal Services" means a new position
6. "Operating Expenses" means general operating and maintenance expenses
7. "Capital Equipment" means operating and maintenance equipment over \$5,000 in value and more than a three-year life-span.
8. "Capital Projects": Over \$5,000 in value and generally requires designing, engineering, bidding, construction or fabrication and project oversight during the procurement, construction and installation process.
9. "Debt Service" The annual cost of the repayment toward a loan for a capital item.

It is recommended that the Council review the Cut List closely. Items on the Cut List were identified by the City's professional Department Directors as needed items to increase efficiency and productivity, but were cut by the City Administrator in order to balance the budget and meet the City Council's goal of reducing the millage rate, and maintaining a similar level of service.

#### **Proposed Budget Highlights:**

1. A Similar Level of Service is achieved and presented as directed by Council. (Note: New and enhanced levels of service were not included – See Exhibit B cut "Enhanced" items)
2. The FY 24 budget is increased by 15% over the current year's FY 23 Adopted Budget to maintain a similar level of service while keeping up with increases in cost including, health insurance (estimated at 4% increase), property insurance (estimated at 25% increase), and workers compensation (estimated at 10% increase).
3. The General Fund millage property tax rate is decreased.
4. The Debt Service millage property tax rate is decreased.
5. Government Finance Officers Association (GFOA) recommendation for General Fund reserves exceeded.
6. The Fire Assessment is level funded (no rate increase).

7. Employee raises are established at 6.0%.
8. The 4% Increased healthcare costs are shared by employee and employer.
9. City-wide street paving is established at \$250,000.
10. The Christmas lighting program is level funded.
11. Expanded programs are cut except for: IT network security improvements; in house custodial services (\$183,733); Golden Triangle Regional Park maintenance and capital equipment (\$428,683); Woodlea Sports Complex ballfield improvements (\$100,000); Woodlea Sports Complex additional parking, access roads, and fields (\$525,000); and St. Clair Abrams House purchase (\$150,000), and St. Clair Abram house renovations (\$100,000).

### **Proposed decreased property tax millage rate with a balanced budget**

This proposed budget is balanced and reflects a property tax millage rate decrease which is lowered from 6.6950 mills down to 6.5950 mills (a 1.5% decrease) and a proposed debt service rate decrease that is lowered from .2074 mills down to .1817 mills (a 12.39% decrease). At the proposed lower millage rates, homeowners with a house valued at \$150,000 and standard homestead exemption would pay \$677.67 per year or \$56.47 per month in City Ad Valorem Property Taxes for the budget that is before Council for FY 2024.

This first budget workshop is on July 19, 2023 to deliver, present and discuss the General Fund budget. The second budget workshop on August 2, 2023 is to deliver, present, and discuss the enterprise funds (Water, Wastewater, Reclamation, Stormwater, Solid Waste, Seaplane Base/Marina, Pavilion on the Lake) and discuss this General Fund Budget. A high-level overview of Special Revenue Fund budgets will also be presented.

The maximum tentative millage rate will be set at the first budget workshop on July 19, 2023 after the budget presentation is delivered. A third Council budget workshop is scheduled for August 16, 2023 to discuss all budgets and the Five (5) Year Capital Improvement Plan, followed by two Public Hearings on the budget on September 6, 2023 and September 20, 2023.

Current estimates are expected to change over the next couple of weeks for State Shared revenues, general liability insurance, and workers' compensation insurance. As new estimates become available staff will update the budget, and provide a listing of updated estimates and the effect to the proposed budget to the City Council.

It is recommended the Finance Director present details of the General Fund budget to the Council, department by department.

### **STAFF RECOMMENDATION:**

It is recommended the Finance Director present the General Fund budget (expenses and revenues) department by department during which and/or after which the Council can ask pertinent questions or make pertinent comments related to the budget or the current budget cuts or reductions.

### **LEGAL SUFFICIENCY:**

yes

### **ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. FY 2024 Cut List



|                                                                           |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
|---------------------------------------------------------------------------|---------------------------------------|----------------------------------------------------------------------------------------|-------------|------|-------------------|--------------------|-----------------------------|------------------|---------------------------------|--------|--------|
| CITY OF TAVARES                                                           |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| PROPOSED BUDGET                                                           |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| FISCAL YEAR 2023-2024                                                     |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS                  |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| CUT, REDUCTION, OR DEFERRED                                               | SIMILAR OR ENHANCED LEVEL OF SERVICE? | SERVICE DESCRIPTION                                                                    | ACCT NUMBER | DEPT | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL EQUIPMENT/ SOFTWARE | CAPITAL PROJECTS | DEBT SERVICE, TRANSFER & OTHERS | TOTALS |        |
| DELETED ITEMS BY DEPARTMENT AND FUND                                      |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| CITY COUNCIL                                                              |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Council Member Training                                                                | 40-10       | 1101 |                   | 2,000              |                             |                  |                                 |        |        |
| Total City Council Cut                                                    |                                       |                                                                                        |             |      |                   | - 2,000            | -                           | -                | -                               | -      | 2,000  |
| CITY ADMINISTRATOR & GENERAL GOVERNMENT                                   |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Sister City Initiatives                                                                | 40-10       | 1201 |                   | 500                |                             |                  |                                 |        |        |
| Total City Administrator & General Government Cut                         |                                       |                                                                                        |             |      |                   | - 500              | -                           | -                | -                               | -      | 500    |
| FINANCE                                                                   |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Audit Services                                                                         | 32-10       | 1301 |                   | 1,000              |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Single Audit                                                                           | 32-10       | 1301 |                   | 2,000              |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Central Square Program Changes                                                         | 34-10       | 1301 |                   | 5,000              |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Program Changes/Purchasing Upgrades                                                    | 34-10       | 1301 |                   | 2,000              |                             |                  |                                 |        |        |
| CUT                                                                       | SIMILAR                               | WEF/AWWA Utility Management Conference                                                 | 40-10       | 1301 |                   | 2,000              |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Replacement Office Furniture                                                           | 52-11       | 1301 |                   | 4,000              |                             |                  |                                 |        |        |
| Total Finance/IT Costs Cut                                                |                                       |                                                                                        |             |      |                   | - 16,000           | -                           | -                | -                               | -      | 16,000 |
| INFORMATION TECHNOLOGY                                                    |                                       |                                                                                        |             |      |                   |                    |                             |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | Data Warehouse Analyst                                                                 | 12-10       | 1302 | 112,355           |                    |                             |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | Network Security Specialist                                                            | 12-10       | 1302 | 122,584           |                    |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Security Camera Server Software Assurance                                              | 34-10       | 1302 |                   | 14,800             |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Barracuda Network Cloud Backup                                                         | 34-10       | 1302 |                   | 7,300              |                             |                  |                                 |        |        |
| CUT                                                                       | SIMILAR                               | Travel and Per Diem                                                                    | 40-10       | 1302 |                   | 12,000             |                             |                  |                                 |        |        |
| CUT                                                                       | SIMILAR                               | Hard Drive Emergency Replacements                                                      | 52-11       | 1302 |                   | 4,000              |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Tools for IT Department                                                                | 52-11       | 1302 |                   | 2,000              |                             |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Network File Server (three cut, and one remains in the proposed budget)                | 64-10       | 1302 |                   |                    | 60,000                      |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | Network Server Primary and Secondary (one cut, and one remains in the proposed budget) | 64-10       | 1302 |                   |                    | 40,000                      |                  |                                 |        |        |
| CUT                                                                       | SIMILAR                               | Network Domain Controller                                                              | 64-10       | 1302 |                   |                    | 20,000                      |                  |                                 |        |        |
| REDUCTION                                                                 | SIMILAR                               | City-Wide Laptop Replacements (\$2,000 each)                                           | 64-13       | 1302 |                   |                    | 20,000                      |                  |                                 |        |        |
| CUT                                                                       | SIMILAR                               | City-Wide Screen Replacement (\$200 each)                                              | 64-13       | 1302 |                   |                    | 2,000                       |                  |                                 |        |        |
| CUT                                                                       | SIMILAR                               | Rewire City Hall Second Floor Network Cables                                           | 64-25       | 1302 |                   |                    | 40,000                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Marina Security Improvements                                                      | 64-25       | 1302 |                   |                    | 26,894                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Prop Shop Security Improvements                                                   | 64-25       | 1302 |                   |                    | 30,806                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Fuel Dock Security Improvements                                                   | 64-25       | 1302 |                   |                    | 21,524                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Volleyball Court Security Improvements                                            | 64-25       | 1302 |                   |                    | 5,099                       |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Summerall Park Security Improvements                                              | 64-25       | 1302 |                   |                    | 25,138                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Aesop's Park Security Improvements                                                | 64-25       | 1302 |                   |                    | 22,864                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV City Hall Interior Security Improvements                                          | 64-25       | 1302 |                   |                    | 30,479                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV City Hall Exterior Security Improvements                                          | 64-25       | 1302 |                   |                    | 28,549                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV City Hall Council Chamber Security Improvements                                   | 64-25       | 1302 |                   |                    | 7,183                       |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Ptp City Hall Pavilion Prop Shop Marina                                           | 64-25       | 1302 |                   |                    | 24,910                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Pontoon Promenade BBQ Gazebo And Restrooms                                        | 64-25       | 1302 |                   |                    | 24,488                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Park Security Improvements                                                        | 64-25       | 1302 |                   |                    | 25,711                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Splashpad Security Improvements                                                   | 64-25       | 1302 |                   |                    | 16,461                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Pontoon Promenade West Security Improvements                                      | 64-25       | 1302 |                   |                    | 26,894                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Pontoon Promenade & BR Security Improvements                                      | 64-25       | 1302 |                   |                    | 36,896                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Pavilion On The Lake Security Improvements                                        | 64-25       | 1302 |                   |                    | 46,778                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Ecopark Security Improvements                                                     | 64-26       | 1302 |                   |                    | 22,897                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Ingraham Park Security Improvements                                               | 64-27       | 1302 |                   |                    | 23,896                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV Nature Park, Cemetery, Tavares Recreation Park                                    | 64-28       | 1302 |                   |                    | 42,982                      |                  |                                 |        |        |
| CUT                                                                       | ENHANCED                              | CCTV History Museum Security Improvements                                              | 64-29       | 1302 |                   |                    | 15,564                      |                  |                                 |        |        |

|                                                                           |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |          |                  |
|---------------------------------------------------------------------------|---------------------------------------|---------------------------------------------------------------------------------------|-------------|------|-------------------|--------------------|-----------------------------|------------------|---------------------------------|----------|------------------|
| CITY OF TAVARES                                                           |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |          |                  |
| PROPOSED BUDGET                                                           |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |          |                  |
| FISCAL YEAR 2023-2024                                                     |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |          |                  |
| RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS                  |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |          |                  |
| ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |          |                  |
| CUT, REDUCTION, OR DEFERRED                                               | SIMILAR OR ENHANCED LEVEL OF SERVICE? | SERVICE DESCRIPTION                                                                   | ACCT NUMBER | DEPT | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL EQUIPMENT/ SOFTWARE | CAPITAL PROJECTS | DEBT SERVICE, TRANSFER & OTHERS | TOTALS   |                  |
| CUT                                                                       | ENHANCED                              | CCTV City Clerk Records Retention Room Security Improvements                          | 64-30       | 1302 |                   |                    | 16,564                      |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | CCTV YMCA Construction Trailer                                                        | 64-31       | 1302 |                   |                    | 7,500                       |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Vulnerability Scanning Software                                                       | 64-23       | 1302 |                   |                    | 5,640                       |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Dell (MDR) Service-Managed Detection and Responses End-to-End Threat Response Service | 64-23       | 1302 |                   |                    | 48,000                      |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Backup Software                                                                       | 64-23       | 1302 |                   |                    | 7,000                       |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Wasabi Storage for Backup                                                             | 64-23       | 1302 |                   |                    | 3,700                       |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Basic/Advanced Cybersecurity Training of Employees to Adopt NIST Security Framework   | 34-10       | 1302 |                   | 75,000             |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Verizon Mobile Device Management Software for Cell Phones                             | 34-10       | 1302 |                   | 1,700              |                             |                  |                                 |          |                  |
| REDUCTION                                                                 | ENHANCED                              | Office 365 G3 Enterprise Agreement                                                    | 34-10       | 1302 |                   | 31,500             |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Network Administration Software                                                       | 34-10       | 1302 |                   | 32,000             |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | CJIS Security Policy Implementation (New Requirements Effective 10/1/24)              | 34-10       | 1302 |                   | 34,000             |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | APX900 800MHZ Portable Radio (3 for \$3,105 each)                                     | 41-20       | 1302 |                   | 9,315              |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Reoccurring Annual Maintenance Per Year Per Radio (3 for \$96 each)                   | 41-20       | 1302 |                   | 288                |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Transit Cargo Vance for IT Staff                                                      | 64-10       | 1302 |                   |                    | 48,665                      |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Cable and Optics for Network                                                          | 64-10       | 1302 |                   |                    | 25,195                      |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Fiber Redundancy Citywide                                                             | 64-25       | 1302 |                   |                    | 1,500,000                   |                  |                                 |          |                  |
|                                                                           |                                       | <b>Total Finance/IT Costs Cut</b>                                                     |             |      |                   | <b>234,939</b>     | <b>223,903</b>              | <b>2,350,277</b> | <b>-</b>                        | <b>-</b> | <b>2,809,119</b> |
|                                                                           |                                       | <b>LEGAL SERVICES</b>                                                                 |             |      |                   |                    |                             |                  |                                 |          |                  |
|                                                                           |                                       | No budget cuts.                                                                       |             |      |                   |                    |                             |                  |                                 |          |                  |
|                                                                           |                                       | <b>Total Legal Services Costs Cut</b>                                                 |             |      |                   | <b>-</b>           | <b>-</b>                    | <b>-</b>         | <b>-</b>                        | <b>-</b> | <b>-</b>         |
|                                                                           |                                       | <b>COMMUNITY DEVELOPMENT</b>                                                          |             |      |                   |                    |                             |                  |                                 |          |                  |
| REDUCTION                                                                 | SIMILAR                               | Travel & Per Diem                                                                     | 40-10       | 1501 |                   | 5,000              |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Officer Furniture for Requested City Planner Position                                 | 52-11       | 1501 |                   | 4,999              |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | APX900 800MHZ Portable Radios (x4)                                                    | 41-20       | 1501 |                   | 12,900             |                             |                  |                                 |          |                  |
|                                                                           |                                       | <b>Total Community Development Cut</b>                                                |             |      |                   | <b>-</b>           | <b>22,899</b>               | <b>-</b>         | <b>-</b>                        | <b>-</b> | <b>22,899</b>    |
|                                                                           |                                       | <b>CITY CLERK</b>                                                                     |             |      |                   |                    |                             |                  |                                 |          |                  |
|                                                                           |                                       | No budget cuts.                                                                       |             |      |                   |                    |                             |                  |                                 |          |                  |
|                                                                           |                                       | <b>Total City Clerk Cut</b>                                                           |             |      |                   | <b>-</b>           | <b>-</b>                    | <b>-</b>         | <b>-</b>                        | <b>-</b> | <b>-</b>         |
|                                                                           |                                       | <b>HUMAN RESOURCES</b>                                                                |             |      |                   |                    |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Misc. Training/Sexual Harassment Training                                             | 52-50       | 1701 |                   | 5,000              |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Payroll, Recruiting, Onboarding, Electronic Timekeeping Software                      | 64-23       | 1701 |                   |                    | 91,000                      |                  |                                 |          |                  |
|                                                                           |                                       | <b>Total Human Resources Cut</b>                                                      |             |      |                   | <b>-</b>           | <b>5,000</b>                | <b>91,000</b>    | <b>-</b>                        | <b>-</b> | <b>96,000</b>    |
|                                                                           |                                       | <b>PUBLIC COMMUNICATION &amp; EMERGENCY OPERATIONS</b>                                |             |      |                   |                    |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Public Communications Specialist                                                      | 12-10       | 1801 | 71,463            |                    |                             |                  |                                 |          |                  |
| REDUCTION                                                                 | SIMILAR                               | Travel & Per Diem                                                                     | 40-10       | 1801 |                   | 500                |                             |                  |                                 |          |                  |
| REDUCTION                                                                 | SIMILAR                               | Travel & Per Diem                                                                     | 40-10       | 1802 |                   | 1,000              |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Lavalier and Table Mics for City Council Chambers                                     | 64-25       | 1801 |                   |                    | 12,050                      |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Tablet for City Council Chambers Video Streaming                                      | 64-25       | 1801 |                   |                    | 1,100                       |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Hurricane Food Services for Responders (Two Hurricanes at \$1,500 each)               | 52-10       | 1802 |                   | 3,000              |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | EOC Hurricane Base Radio Equipment                                                    | 52-11       | 1802 |                   | 5,100              |                             |                  |                                 |          |                  |
| CUT                                                                       | ENHANCED                              | Replacement Antenna for Roof of EOC                                                   | 52-11       | 1802 |                   | 500                |                             |                  |                                 |          |                  |
|                                                                           |                                       | <b>Total Public Communication</b>                                                     |             |      | <b>71,463</b>     | <b>10,100</b>      | <b>13,150</b>               | <b>-</b>         | <b>-</b>                        | <b>-</b> | <b>94,713</b>    |
|                                                                           |                                       | <b>FLEET MAINTENANCE</b>                                                              |             |      |                   |                    |                             |                  |                                 |          |                  |
| REDUCTION                                                                 | SIMILAR                               | Travel and Per Diem                                                                   | 40-10       | 1901 |                   | 1,000              |                             |                  |                                 |          |                  |
| REDUCTION                                                                 | SIMILAR                               | Rentals and Leases for equipment                                                      | 44-10       | 1901 |                   | 1,200              |                             |                  |                                 |          |                  |
| REDUCTION                                                                 | SIMILAR                               | Repair Shop Equipment, Jacks, Lifts, and Tools                                        | 46-15       | 1901 |                   | 300                |                             |                  |                                 |          |                  |
| REDUCTION                                                                 | SIMILAR                               | Repairs to General Fund Vehicles                                                      | 46-30       | 1901 |                   | 16,350             |                             |                  |                                 |          |                  |

| CITY OF TAVARES                                                           |                                       |                                                                                               |             |      |                   |                    |                             |                  |                                 |                |  |
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| PROPOSED BUDGET                                                           |                                       |                                                                                               |             |      |                   |                    |                             |                  |                                 |                |  |
| FISCAL YEAR 2023-2024                                                     |                                       |                                                                                               |             |      |                   |                    |                             |                  |                                 |                |  |
| RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS                  |                                       |                                                                                               |             |      |                   |                    |                             |                  |                                 |                |  |
| ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES |                                       |                                                                                               |             |      |                   |                    |                             |                  |                                 |                |  |
| CUT, REDUCTION, OR DEFERRED                                               | SIMILAR OR ENHANCED LEVEL OF SERVICE? | SERVICE DESCRIPTION                                                                           | ACCT NUMBER | DEPT | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL EQUIPMENT/ SOFTWARE | CAPITAL PROJECTS | DEBT SERVICE, TRANSFER & OTHERS | TOTALS         |  |
| REDUCTION                                                                 | SIMILAR                               | Golf Cart Repairs                                                                             | 46-33       | 1901 |                   | 1,000              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency Repair of Marine Vessels                                                            | 46-37       | 1901 |                   | 1,000              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Advertising                                                                                   | 49-10       | 1901 |                   | 500                |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Operating Supplies                                                                            | 52-10       | 1901 |                   | 1,000              |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Tires for Police Vehicles                                                                     | 52-38       | 1901 |                   | 2,000              |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Fuel Polishing for Public Works, City Hall, and Public Safety Building Generators             | 34-10       | 1901 |                   | 3,995              |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Three 800 MHZ Radios for Emergency Communication                                              | 41-20       | 1901 |                   | 10,500             |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Floor Scrubber                                                                                | 64-15       |      |                   |                    | 11,200                      |                  |                                 |                |  |
|                                                                           |                                       | <b>Total Fleet Maintenance Cut</b>                                                            |             |      |                   | <b>- 38,845</b>    | <b>11,200</b>               | <b>-</b>         | <b>-</b>                        | <b>50,045</b>  |  |
|                                                                           |                                       | <b>POLICE SERVICES</b>                                                                        |             |      |                   |                    |                             |                  |                                 |                |  |
|                                                                           |                                       | <b>Uniform Division</b>                                                                       |             |      |                   |                    |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Records Assistant                                                                             | 12-10       | 2101 | 70,180            |                    |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | General Operating Supplies                                                                    | 52-11       | 2101 |                   | 4,000              |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Community Services                                                                            | 59-45       | 2101 |                   | 2,000              |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Five Motorola Portable APX 6000 Radios                                                        | 52-11       | 2101 |                   | 18,600             |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Ten Spare Batteries for APX 6000 Radios                                                       | 52-11       | 2101 |                   | 1,000              |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Patrol Boat                                                                                   | 64-15       | 2101 |                   |                    | 64,150                      |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Floating Dock                                                                                 | 64-15       | 2101 |                   |                    | 6,000                       |                  |                                 |                |  |
|                                                                           |                                       | <b>Total Police Uniform Division Cut</b>                                                      |             |      | <b>70,180</b>     | <b>25,600</b>      | <b>70,150</b>               | <b>-</b>         | <b>-</b>                        | <b>165,930</b> |  |
|                                                                           |                                       | <b>Code Enforcement</b>                                                                       |             |      |                   |                    |                             |                  |                                 |                |  |
|                                                                           |                                       | No budget cuts.                                                                               |             |      |                   |                    |                             |                  |                                 |                |  |
|                                                                           |                                       | <b>Total Code Enforcement Division Cut</b>                                                    |             |      | <b>-</b>          | <b>-</b>           | <b>-</b>                    | <b>-</b>         | <b>-</b>                        | <b>-</b>       |  |
|                                                                           |                                       | <b>Total Police Department Cut</b>                                                            |             |      | <b>70,180</b>     | <b>25,600</b>      | <b>70,150</b>               | <b>-</b>         | <b>-</b>                        | <b>165,930</b> |  |
|                                                                           |                                       | <b>FIRE SERVICES - SUPPRESSION &amp; ALS</b>                                                  |             |      |                   |                    |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Fire Inspector / Life Safety Technician                                                       | 12-10       | 2201 | 35,263            |                    |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Fire Inspector Vehicle Replacement                                                            | 64-11       | 2201 |                   |                    | 60,000                      |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Pre-Employment Physical for Fire Inspector Position                                           | 31-27       | 2201 |                   | 260                |                             |                  |                                 |                |  |
|                                                                           |                                       | <b>Total Fire Department Cut</b>                                                              |             |      | <b>35,263</b>     | <b>260</b>         | <b>60,000</b>               | <b>-</b>         | <b>-</b>                        | <b>95,523</b>  |  |
|                                                                           |                                       | <b>PHYSICAL ENVIRONMENT</b>                                                                   |             |      |                   |                    |                             |                  |                                 |                |  |
|                                                                           |                                       | <b>Facilities Management</b>                                                                  |             |      |                   |                    |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | Operations Manager                                                                            | 12-10       | 4101 | 129,907           |                    |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency and Non-Compliant Repairs to Fire and Security System for General Fund Bldgs.       | 34-10       | 4101 |                   | 1,575              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency and Non-Compliant Elevator Repairs for Pavilion                                     | 34-40       | 4101 |                   | 3,000              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency and Non-Compliant Repairs to Fire and Security System                               | 34-40       | 4101 |                   | 3,000              |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Quarterly HVAC Maintenance                                                                    | 34-50       | 4101 |                   | 5,000              |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Replacement Fire Extinguishers                                                                | 34-50       | 4101 |                   | 1,000              |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Contracted Specialized Floor Care for Fire Station 28                                         | 34-70       | 4101 |                   | 2,000              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency and Non-Compliant Elevator Repairs at Public Safety Building (Fire Portion)         | 34-70       | 4101 |                   | 750                |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency or Non-Compliant Fire Alarm and Sprinkler Repairs                                   | 34-70       | 4101 |                   | 1,250              |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Contracted Specialized Floor Care for Police PSB                                              | 34-80       | 4101 |                   | 2,000              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency and Non-Compliant Elevator Repairs at Public Safety Building (Police) Portion)      | 34-80       | 4101 |                   | 750                |                             |                  |                                 |                |  |
| CUT                                                                       | ENHANCED                              | CDL Coursework and Licensing                                                                  | 40-10       | 4101 |                   | 3,400              |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Maintenance Cost for General Fund Buildings                                                   | 46-10       | 4101 |                   | 4,000              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency or Non-Compliant Repairs to Pavilion for Security/Fire Alarm & Sprinklers/Elevators | 46-12       | 4101 |                   | 3,000              |                             |                  |                                 |                |  |
| REDUCTION                                                                 | SIMILAR                               | Tires for Loader including Seat Repair for Truck #141                                         | 46-15       | 4101 |                   | 1,000              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency or Non-Compliant Repairs For Fire 28, 29 to Fire Alarm or Sprinkler System          | 46-18       | 4101 |                   | 750                |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency Repairs for Apparatus Bay Doors or Rear Entry/Exit Door                             | 46-18       | 4101 |                   | 1,500              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency and Non-Compliant Elevator Repairs to Fire Alarm and Sprinkler System (Police)      | 46-19       | 4101 |                   | 750                |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency or Non-Compliant Repairs to Sally Port & Large Evidence Doors                       | 46-19       | 4101 |                   | 1,500              |                             |                  |                                 |                |  |
| CUT                                                                       | SIMILAR                               | Emergency Repairs to ATS System                                                               | 46-19       | 4101 |                   | 2,000              |                             |                  |                                 |                |  |

|                                                                           |                                       |                                                                                          |                       |      |  |                   |                    |                             |                  |                                 |           |
|---------------------------------------------------------------------------|---------------------------------------|------------------------------------------------------------------------------------------|-----------------------|------|--|-------------------|--------------------|-----------------------------|------------------|---------------------------------|-----------|
|                                                                           |                                       |                                                                                          | CITY OF TAVARES       |      |  |                   |                    |                             |                  |                                 |           |
|                                                                           |                                       |                                                                                          | PROPOSED BUDGET       |      |  |                   |                    |                             |                  |                                 |           |
|                                                                           |                                       |                                                                                          | FISCAL YEAR 2023-2024 |      |  |                   |                    |                             |                  |                                 |           |
| RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS                  |                                       |                                                                                          |                       |      |  |                   |                    |                             |                  |                                 |           |
| ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES |                                       |                                                                                          |                       |      |  |                   |                    |                             |                  |                                 |           |
| CUT, REDUCTION, OR DEFERRED                                               | SIMILAR OR ENHANCED LEVEL OF SERVICE? | SERVICE DESCRIPTION                                                                      | ACCT NUMBER           | DEPT |  | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL EQUIPMENT/ SOFTWARE | CAPITAL PROJECTS | DEBT SERVICE, TRANSFER & OTHERS | TOTALS    |
| REDUCTION                                                                 | SIMILAR                               | Repair and Maintenance to Items Other than Buildings Such as Fencing, Gate, Flags, Etc.  | 46-25                 | 4101 |  |                   | 3,500              |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Transit Van Roof Rack                                                                    | 46-30                 | 4101 |  |                   | 7,250              |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Emergency Rodent and Pest Services Not Covered Under Contract                            | 46-45                 | 4101 |  |                   | 500                |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Advertising                                                                              | 49-10                 | 4101 |  |                   | 500                |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Operating Supplies                                                                       | 52-10                 | 4101 |  |                   | 5,000              |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | New Power Washer and Accessories                                                         | 52-11                 | 4101 |  |                   | 1,000              |                             |                  |                                 |           |
| CUT                                                                       | SIMILAR                               | City Hall Re-Signage Project (Guide Signage in Hallways & Office Door Plates)            | 52-59                 | 4101 |  |                   | 8,000              |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Annual Exterior Cleaning at City Hall                                                    | 34-10                 | 4101 |  |                   | 2,750              |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Annual Exterior Building Cleaning Public Safety Building (Fire Portion)                  | 34-70                 | 4101 |  |                   | 4,800              |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Annual Exterior Building Cleaning Public Safety Building (Police Portion)                | 34-80                 | 4101 |  |                   | 4,800              |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Additional Phone Charges for New Position                                                | 41-10                 | 4101 |  |                   | 900                |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Back-Up Battery Supply for Charging Radios/Laptops                                       | 52-11                 | 4101 |  |                   | 2,400              |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Additional Uniform Rental Charges for 1 Positions                                        | 52-25                 | 4101 |  |                   | 436                |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Additional Boot Allowance for 1 Positions                                                | 52-25                 | 4101 |  |                   | 200                |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Additional Poloshirts for 1 Positions                                                    | 52-25                 | 4101 |  |                   | 100                |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Add MAG Locks for 15 Restrooms                                                           | 62-20                 | 4101 |  |                   |                    | 26,250                      |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Design/Engineering for New Maintenance Building at Woodlea Sports Complex                | 64-25                 | 4101 |  |                   |                    |                             | 12,000           |                                 |           |
| CUT                                                                       | ENHANCED                              | Window Installation for IT Office at PSB                                                 | 64-25                 | 4101 |  |                   |                    |                             | 10,000           |                                 |           |
| CUT                                                                       | ENHANCED                              | City Facility A/C Upgrades                                                               | 64-25                 | 4101 |  |                   |                    |                             | 35,000           |                                 |           |
| CUT                                                                       | ENHANCED                              | Pavilion A/C Design/Build to Convert System to Chilled Water                             | 64-25                 | 4101 |  |                   |                    |                             | 1,100,736        |                                 |           |
| CUT                                                                       | ENHANCED                              | Ingraham Center Upgrade Lights to LED                                                    | 64-25                 | 4101 |  |                   |                    |                             | 10,653           |                                 |           |
| CUT                                                                       | ENHANCED                              | Exterior Caulking/Sealing of Brick Expansion Join Siding Design and Engineering          | 64-25                 | 4101 |  |                   |                    |                             | 150,000          |                                 |           |
| CUT                                                                       | ENHANCED                              | Stain / Seal Wooden Structures on Waterfront                                             | 64-25                 | 4101 |  |                   |                    |                             | 46,999           |                                 |           |
| CUT                                                                       | ENHANCED                              | Mag Locks for 6 Restrooms                                                                | 64-25                 | 4101 |  |                   |                    |                             | 10,500           |                                 |           |
| CUT                                                                       | ENHANCED                              | Replace A/C Woodlea Waste Water Main Office                                              | 64-25                 | 4101 |  |                   |                    |                             | 15,912           |                                 |           |
| CUT                                                                       | ENHANCED                              | Replace A/C Royal Harbor Booster Plant                                                   | 64-25                 | 4101 |  |                   |                    |                             | 9,945            |                                 |           |
| CUT                                                                       | ENHANCED                              | Repaint Exterior of Fire Station 29                                                      | 64-25                 | 4101 |  |                   |                    |                             | 20,679           |                                 |           |
| CUT                                                                       | ENHANCED                              | Digital Radios for Staff                                                                 | 64-25                 | 4101 |  |                   |                    |                             | 24,500           |                                 |           |
|                                                                           |                                       | Total Facilities Division Cut                                                            |                       |      |  | 129,907           | 80,361             | 26,250                      | 1,446,924        | -                               | 1,683,442 |
|                                                                           |                                       | Streets & Roads Division                                                                 |                       |      |  |                   |                    |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Engineering Inspector I                                                                  | 12-10                 | 4102 |  | 84,891            |                    |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Streets Operations Maintenance Worker I                                                  | 12-10                 | 4102 |  | 66,664            |                    |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Engineering                                                                              | 31-15                 | 4102 |  |                   | 10,500             |                             |                  |                                 |           |
| CUT                                                                       | SIMILAR                               | Contracted Maintenance of Stop Bars Throughout city                                      | 34-10                 | 4102 |  |                   | 5,000              |                             |                  |                                 |           |
| CUT                                                                       | SIMILAR                               | Certified Public Manager/Supervisor 8-Class Series                                       | 40-10                 | 4102 |  |                   | 1,500              |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Dedicated On-Call Phone                                                                  | 41-10                 | 4102 |  |                   | 800                |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Rental of Equipment                                                                      | 44-10                 | 4102 |  |                   | 2,000              |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Equipment Repair                                                                         | 46-15                 | 4102 |  |                   | 400                |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Miscellaneous Repairs                                                                    | 46-25                 | 4102 |  |                   | 500                |                             |                  |                                 |           |
| CUT                                                                       | SIMILAR                               | Emergency Paving Repair Due to Unforeseen Damage                                         | 53-20                 | 4102 |  |                   | 5,000              |                             |                  |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Wooton Park Sidewalk Grinding                                                            | 63-20                 | 4102 |  |                   |                    |                             | 20,000           |                                 |           |
| REDUCTION                                                                 | SIMILAR                               | Road Paving                                                                              | 63-30                 | 4102 |  |                   |                    |                             | 150,000          |                                 |           |
| CUT                                                                       | SIMILAR                               | Replacement Truck                                                                        | 64-11                 | 4102 |  |                   |                    | 52,075                      |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Engineering for Multi-Model Transportation Trail Project with Mount Dora and Lake County | 31-15                 | 4102 |  |                   | 55,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Wekiva Trail Segment 1 & 5 "BUILD" Engineering                                           | 31-15                 | 4102 |  |                   | 40,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Grown Patterns Study - Address Costs Associated with Growth                              | 31-15                 | 4102 |  |                   | 21,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | FDOT JPA 441 Beautification Grant Design/Engineering                                     | 31-15                 | 4102 |  |                   | 90,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Mobility/Multi-Model Fee Study                                                           | 31-15                 | 4102 |  |                   | 155,000            |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | St. clair Abrams Corridor Beautification Project Design                                  | 31-15                 | 4102 |  |                   | 150,000            |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | New Sidewalk Installation                                                                | 34-10                 | 4102 |  |                   | 30,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Sidewalk Cleaning Program                                                                | 34-10                 | 4102 |  |                   | 10,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Additional Sidewalk Grinding                                                             | 34-10                 | 4102 |  |                   | 10,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Cartegraph - Walkability                                                                 | 34-10                 | 4102 |  |                   | 11,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Contracted roadway Striping-Marking for Large Areas                                      | 34-10                 | 4102 |  |                   | 25,000             |                             |                  |                                 |           |
| CUT                                                                       | ENHANCED                              | Asphalt Paving Level 1 Certification, CDL Training, and MOT Intermediate Certification   | 40-10                 | 4102 |  |                   | 1,025              |                             |                  |                                 |           |

|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
|---------------------------------------------------------------------------|---------------------------------------|---------------------------------------------------------------------------------------|-----------------------|------|--|-------------------|--------------------|-----------------------------|------------------|---------------------------------|--|------------|--|
|                                                                           |                                       |                                                                                       | CITY OF TAVARES       |      |  |                   |                    |                             |                  |                                 |  |            |  |
|                                                                           |                                       |                                                                                       | PROPOSED BUDGET       |      |  |                   |                    |                             |                  |                                 |  |            |  |
|                                                                           |                                       |                                                                                       | FISCAL YEAR 2023-2024 |      |  |                   |                    |                             |                  |                                 |  |            |  |
| RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS                  |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
| ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
| CUT, REDUCTION, OR DEFERRED                                               | SIMILAR OR ENHANCED LEVEL OF SERVICE? | SERVICE DESCRIPTION                                                                   | ACCT NUMBER           | DEPT |  | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL EQUIPMENT/ SOFTWARE | CAPITAL PROJECTS | DEBT SERVICE, TRANSFER & OTHERS |  | TOTALS     |  |
| CUT                                                                       | ENHANCED                              | Cellphones for New Position                                                           | 41-10                 | 4102 |  |                   | 900                |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Verizon Cellular Service for Work Order Tablets                                       | 41-20                 | 4102 |  |                   | 1,260              |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Radio and Charger for Emergency Use                                                   | 41-20                 | 4102 |  |                   | 3,500              |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Main Street Holiday/Event Power Boxes                                                 | 43-10                 | 4102 |  |                   | 4,798              |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Additional Rentals and Leases for Specialized Road Equipment as Needed                | 44-10                 | 4102 |  |                   | 5,850              |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Advertising for New Requested Position                                                | 49-10                 | 4102 |  |                   | 150                |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Replacement Sidewalk ADA Mats                                                         | 52-11                 | 4102 |  |                   | 2,400              |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Office Chair                                                                          | 52-11                 | 4102 |  |                   | 900                |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Additional Uniforms for Requested Positions                                           | 52-25                 | 4102 |  |                   | 1,415              |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Street Sign Materials                                                                 | 52-59                 | 4102 |  |                   | 2,500              |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Additional Emergency Paving Repair Due to Unforeseen Damage                           | 53-20                 | 4102 |  |                   | 15,000             |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Street Name Sign Upgrades - Branding Initiative                                       | 63-10                 | 4102 |  |                   |                    | 70,000                      |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Sign Repair/Replacement                                                               | 63-10                 | 4102 |  |                   |                    | 5,700                       |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Sidewalk/Ramp ADA Compliance Construction                                             | 63-20                 | 4102 |  |                   |                    |                             | 80,000           |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Alley Brick Paving                                                                    | 63-30                 | 4102 |  |                   |                    | 804,550                     |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | New Alleyways (Design and Construction)                                               | 63-30                 | 4102 |  |                   |                    | 1,507,800                   |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Additional Road Paving                                                                | 63-30                 | 4102 |  |                   |                    | 500,000                     |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Additional Micro Surfacing                                                            | 63-30                 | 4102 |  |                   |                    | 3,320,000                   |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Replace Vehicle #140 (2007 Club Car) with 2023 Kubota RTV Utility Vehicle             | 64-10                 | 4102 |  |                   |                    | 15,500                      |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Mobile Message Board Mounted on Trailer                                               | 64-15                 | 4102 |  |                   |                    | 41,000                      |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Pavement Striper Line Laser                                                           | 64-15                 | 4102 |  |                   |                    | 7,800                       |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Vibratory Compact Roller                                                              | 64-15                 | 4102 |  |                   |                    | 27,000                      |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | EDCO69100 10" Walk Behind Sidewalk Grinder Scarifier                                  | 64-15                 | 4102 |  |                   |                    | 5,900                       |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | 48" Hand Squeeze Roll Applicator for Making Signs                                     | 64-15                 | 4102 |  |                   |                    | 7,500                       |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Wood Avenue Pedestrian Improvement Project - Engineering and Design                   | 64-25                 | 4102 |  |                   |                    |                             | 68,260           |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Rockingham Avenue Widen Road - Design and Construction                                | 64-25                 | 4102 |  |                   |                    |                             | 419,550          |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | St. clair Abrams Corridor Beautification Project - Design and Construction            | 64-25                 | 4102 |  |                   |                    |                             | 1,955,000        |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Demolish Existing Public Works Buildings and Turn Into Parking Lot                    | 64-25                 | 4102 |  |                   |                    |                             | 1,225,825        |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Wells Avenue Bridge Rehabilitation - Design and Construction                          | 64-25                 | 4102 |  |                   |                    |                             | 447,000          |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | West Main Street Gateway Features                                                     | 64-25                 | 4102 |  |                   |                    |                             | 206,500          |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | West Main Street Construction Engineering and Oversight                               | 64-25                 | 4102 |  |                   |                    |                             | 170,000          |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | West Main Street Construction                                                         | 64-25                 | 4102 |  |                   |                    |                             | 1,727,600        |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Design and Construct Sidewalk and Street Lights Along Sothern Part of Slim Haywood Rd | 64-25                 | 4102 |  |                   |                    |                             | 125,000          |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Pocket Parking Lot at City Hall - Engineering and Construction                        | 64-25                 | 4102 |  |                   |                    |                             | 65,000           |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Duke Energy Freedom Flag Pedestrian Lighting Upgrade                                  | 64-25                 | 4102 |  |                   |                    |                             | 45,000           |                                 |  |            |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
|                                                                           |                                       | Total Streets Division Cut                                                            |                       |      |  | 151,555           | 662,398            | 6,364,825                   | 6,704,735        | -                               |  | 13,883,513 |  |
|                                                                           |                                       | Total Physical Environment Cut                                                        |                       |      |  | 281,462           | 742,759            | 6,391,075                   | 8,151,659        | -                               |  | 15,566,955 |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
|                                                                           |                                       | ECONOMIC DEVELOPMENT                                                                  |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Special Events Operations Coordinator                                                 | 12-10                 | 5901 |  | 70,920            |                    |                             |                  |                                 |  |            |  |
| REDUCTION                                                                 | SIMILAR                               | Travel & Per Diem                                                                     | 40-10                 | 5901 |  |                   | 3,500              |                             |                  |                                 |  |            |  |
| REDUCTION                                                                 | SIMILAR                               | Advertising                                                                           | 49-10                 | 5901 |  |                   | 2,000              |                             |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Retail Recruitment                                                                    | 34-10                 | 5901 |  |                   | 45,000             |                             |                  |                                 |  |            |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
|                                                                           |                                       | Total Economic Development Cut                                                        |                       |      |  | 70,920            | 50,500             | -                           | -                | -                               |  | 121,420    |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
|                                                                           |                                       | LIBRARY SERVICES                                                                      |                       |      |  |                   |                    |                             |                  |                                 |  |            |  |
| REDUCTION                                                                 | SIMILAR                               | Photocopier                                                                           | 44-10                 | 7101 |  |                   | 800                |                             |                  |                                 |  |            |  |
| CUT                                                                       | SIMILAR                               | Miscellaneous Building Repairs and Maintenance                                        | 46-10                 | 7101 |  |                   | 1,500              |                             |                  |                                 |  |            |  |
| REDUCTION                                                                 | SIMILAR                               | Engaging Program For Adults                                                           | 48-40                 | 7101 |  |                   | 1,000              |                             |                  |                                 |  |            |  |
| REDUCTION                                                                 | SIMILAR                               | Engaging Program For Children and Families                                            | 48-50                 | 7101 |  |                   | 500                |                             |                  |                                 |  |            |  |
| REDUCTION                                                                 | SIMILAR                               | Office Supplies                                                                       | 51-10                 | 7101 |  |                   | 500                |                             |                  |                                 |  |            |  |
| CUT                                                                       | SIMILAR                               | Replace Landscaping in Front of Library                                               | 52-10                 | 7101 |  |                   | 2,000              |                             |                  |                                 |  |            |  |
| CUT                                                                       | SIMILAR                               | Bookshelf Display Holders                                                             | 52-11                 | 7101 |  |                   | 4,000              |                             |                  |                                 |  |            |  |
| REDUCTION                                                                 | SIMILAR                               | Large Print Collections for Vision Impaired and eBook and Audio Book Collection       | 66-10                 | 7101 |  |                   |                    | 500                         |                  |                                 |  |            |  |
| REDUCTION                                                                 | SIMILAR                               | Major Collections Books                                                               | 66-20                 | 7101 |  |                   |                    | 2,000                       |                  |                                 |  |            |  |
| CUT                                                                       | ENHANCED                              | Additional Major Collections Books                                                    | 66-20                 | 7101 |  |                   |                    | 14,000                      |                  |                                 |  |            |  |

|                                                                           |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |            |  |
|---------------------------------------------------------------------------|---------------------------------------|---------------------------------------------------------------------------------------|-------------|------|-------------------|--------------------|-----------------------------|------------------|---------------------------------|------------|--|
| CITY OF TAVARES                                                           |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |            |  |
| PROPOSED BUDGET                                                           |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |            |  |
| FISCAL YEAR 2023-2024                                                     |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |            |  |
| RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS                  |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |            |  |
| ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES |                                       |                                                                                       |             |      |                   |                    |                             |                  |                                 |            |  |
| CUT, REDUCTION, OR DEFERRED                                               | SIMILAR OR ENHANCED LEVEL OF SERVICE? | SERVICE DESCRIPTION                                                                   | ACCT NUMBER | DEPT | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL EQUIPMENT/ SOFTWARE | CAPITAL PROJECTS | DEBT SERVICE, TRANSFER & OTHERS | TOTALS     |  |
|                                                                           |                                       | <b>Total Library Services Cut</b>                                                     |             |      | -                 | 10,300             | 16,500                      | -                | -                               | 26,800     |  |
|                                                                           |                                       | <b>PARKS MANAGEMENT</b>                                                               |             |      |                   |                    |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | AIB National Symposium                                                                | 40-10       | 7201 |                   | 1,000              |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Postage                                                                               | 41-30       | 7201 |                   | 2,000              |                             |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Disposal of Invasive Plant Material                                                   | 43-20       | 7201 |                   | 1,000              |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Replacement of Fencing Around Parking Area at Tavares Recreation Park                 | 46-25       | 7201 |                   | 2,000              |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Operating Supplies                                                                    | 52-10       | 7201 |                   | 20,000             |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Operating Chemicals                                                                   | 52-65       | 7201 |                   | 1,000              |                             |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replacement Vehicle                                                                   | 64-11       | 7201 |                   |                    | 58,071                      |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Tavares Nature Park Demolition                                                        | 64-25       | 7201 |                   |                    |                             | 60,240           |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replacement Picnic Tables for Aesop's Park                                            | 64-25       | 7201 |                   |                    |                             | 7,140            |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replacement Picnic Tables for Summerall Park                                          | 64-25       | 7201 |                   |                    |                             | 7,140            |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replacement Picnic Tables for Ingraham                                                | 64-25       | 7201 |                   |                    |                             | 7,140            |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Landscaping for Cemetery Entrance                                                     | 64-25       | 7201 |                   |                    |                             | 19,354           |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replacement Benches for Cemetery                                                      | 64-25       | 7201 |                   |                    |                             | 8,700            |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replacement Trees for Cemetery                                                        | 64-25       | 7201 |                   |                    |                             | 6,400            |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Surveying of Additional Cremains Section in Cemetery                                  | 64-25       | 7201 |                   |                    |                             | 13,470           |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Assessment for Boardwalk in Squibb Park                                               | 31-15       | 7201 |                   |                    |                             | 3,070            |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Informational Kiosk at Summerall Park                                                 | 31-15       | 7201 |                   |                    |                             | 1,720            |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Reoccurring Annual Maintenance for New Parks Division Radios                          | 34-10       | 7201 |                   |                    |                             | 576              |                                 |            |  |
| CUT                                                                       | ENHANCED                              | New Radios                                                                            | 41-20       | 7201 |                   |                    |                             | 15,525           |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Parks Masterplan                                                                      | 64-25       | 7201 |                   |                    |                             | 213,855          |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Additional Expenses for Chris Daniels Memorial Fountain Not Covered by FDOT JPA Grant | 64-25       | 7201 |                   |                    |                             | 284,781          |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Design and Engineering for Veteran's Memorial Plaza & Columbarium Walls               | 64-25       | 7201 |                   |                    |                             | 31,500           |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Columbarium Structure                                                                 | 64-25       | 7201 |                   |                    |                             | 69,900           |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Veteran's Memorial Surveying                                                          | 64-25       | 7201 |                   |                    |                             | 6,500            |                                 |            |  |
|                                                                           |                                       | <b>Total Parks Management Division Cut</b>                                            |             |      | -                 | 27,000             | 58,071                      | 757,011          | -                               | 842,082    |  |
|                                                                           |                                       | <b>COMMUNITY SERVICES</b>                                                             |             |      |                   |                    |                             |                  |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Recreation Assistant                                                                  | 12-10       | 7202 | 27,738            |                    |                             |                  |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Recreation Assistant                                                                  | 12-10       | 7202 | 27,738            |                    |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Travel and Per Diem                                                                   | 40-10       | 7202 |                   | 2,000              |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Misc. Repair/Maintenance of Irrigation                                                | 46-25       | 7202 |                   | 1,500              |                             |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Repairs to Skatepark                                                                  | 46-25       | 7202 |                   | 20,000             |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Sports Park Misc. Repairs                                                             | 46-25       | 7202 |                   | 8,000              |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Printing and Binding                                                                  | 47-10       | 7202 |                   | 500                |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Advertising                                                                           | 49-10       | 7202 |                   | 2,000              |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Operating Supplies                                                                    | 52-10       | 7202 |                   | 5,000              |                             |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replacement Chairs for Ingraham Center                                                | 52-11       | 7202 |                   | 4,100              |                             |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Equipment Trailer for MCA Regional Park                                               | 52-11       | 7202 |                   | 4,000              |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Operating Chemicals                                                                   | 52-65       | 7202 |                   | 2,500              |                             |                  |                                 |            |  |
| REDUCTION                                                                 | SIMILAR                               | Youth Recreational Programs                                                           | 55-20       | 7202 |                   | 3,000              |                             |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replace Kubota Loader with New Tractor                                                | 64-10       | 7202 |                   |                    | 33,500                      |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replace Mower with New Kubota ZD 326                                                  | 64-10       | 7202 |                   |                    | 15,800                      |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replace Vehicle #471 with New F250 to Allow for Equipment Hauling                     | 64-11       | 7202 |                   |                    | 54,500                      |                  |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Woodlea Sports Park Construction for Concessions and Restrooms                        | 64-25       | 7202 |                   |                    |                             | 250,000          |                                 |            |  |
| CUT                                                                       | SIMILAR                               | Replace Scoreboards on Youth Fields at Woodlea Sports Park                            | 64-25       | 7202 |                   |                    |                             | 10,000           |                                 |            |  |
| CUT                                                                       | ENHANCED                              | APX900 800MHZ Portable Radios and Annual Maintenance (8)                              | 41-20       | 7202 |                   | 25,608             |                             |                  |                                 |            |  |
| CUT                                                                       | ENHANCED                              | City Appreciation                                                                     | 48-10       | 7202 |                   | 1,100              |                             |                  |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Safety Barricades for Parade                                                          | 48-20       | 7202 |                   | 9,500              |                             |                  |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Sprng Break Camp (One Week)                                                           | 55-10       | 7202 |                   | 4,000              |                             |                  |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Before/After Care Programs At Tavares Middle School                                   | 55-20       | 7202 |                   | 5,000              |                             |                  |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Youth Sports Camps                                                                    | 55-20       | 7202 |                   | 2,000              |                             |                  |                                 |            |  |
| CUT                                                                       | ENHANCED                              | Upgrade Ballfield Lighting - Woodlea Sports Park Phase II                             | 64-25       | 7202 |                   |                    |                             | 181,000          |                                 |            |  |
|                                                                           |                                       | <b>Total Community Services Cut</b>                                                   |             |      | 55,476            | 99,808             | 103,800                     | 441,000          | -                               | 700,084    |  |
|                                                                           |                                       | <b>TOTAL GENERAL FUND CUT / REDUCTION</b>                                             |             |      | 819,703           | 1,275,474          | 9,165,223                   | 9,349,670        | -                               | 20,610,070 |  |

|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|---------------------------------------------------------------------------|---------------------------------------|---------------------------------------------------------------------------------------|-----------------------|------|--|-------------------|--------------------|-----------------------------|------------------|---------------------------------|--|--|---------|--|
|                                                                           |                                       |                                                                                       | CITY OF TAVARES       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       |                                                                                       | PROPOSED BUDGET       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       |                                                                                       | FISCAL YEAR 2023-2024 |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
| RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS                  |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
| ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
| CUT, REDUCTION, OR DEFERRED                                               | SIMILAR OR ENHANCED LEVEL OF SERVICE? | SERVICE DESCRIPTION                                                                   | ACCT NUMBER           | DEPT |  | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL EQUIPMENT/ SOFTWARE | CAPITAL PROJECTS | DEBT SERVICE, TRANSFER & OTHERS |  |  | TOTALS  |  |
|                                                                           |                                       | TIF FUND                                                                              |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
| REDUCTION                                                                 | ENHANCED                              | Planes, Tunes, and BBQ, and Seaplane-A-Palooza Special Event                          | 48-60                 | 5901 |  |                   | 30,924             |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Music Festival (Classic Rock, Pop, Folk, and Blues)                                   | 48-60                 | 5901 |  |                   | 85,000             |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Contractual Temporary Help for Event Support                                          | 34-10                 | 590  |  |                   | 10,000             |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Vehicle Maintenance                                                                   | 34-10                 | 5901 |  |                   | 2,000              |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | Total TIF FUND                                                                        |                       |      |  |                   | 127,924            | -                           | -                | -                               |  |  | 127,924 |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | WATER                                                                                 |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | No budget cuts.                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | Total Water Department                                                                |                       |      |  |                   | -                  | -                           | -                | -                               |  |  | -       |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | WASTEWATER                                                                            |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | No budget cuts.                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | Total Wastewater Department                                                           |                       |      |  |                   | -                  | -                           | -                | -                               |  |  | -       |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | Total Water/Wastewater Fund                                                           |                       |      |  |                   | -                  | -                           | -                | -                               |  |  | -       |  |
|                                                                           |                                       | SOLID WASTE                                                                           |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Replace Truck 621 (2005 ASL)                                                          | 64-11                 | 3401 |  |                   |                    | 342,586                     |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Replace Truck 615 (Rearloader) with a Non-CDL Rearload Truck                          | 64-11                 | 3401 |  |                   |                    | 160,000                     |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Purchase A New SB-2 Dual Bin Trailer to Wash Trash Carts After Events                 | 64-17                 | 3401 |  |                   |                    | 80,000                      |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Service Contract for Mobile Trash Cart Cleaning After City Events                     | 34-10                 | 3401 |  |                   | 8,500              |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Integration of Drivers Daily Route Sheets and Productivity Spreadsheets with Sharenet | 34-10                 | 3401 |  |                   | 10,000             |                             |                  |                                 |  |  |         |  |
| REDUCTION                                                                 | SIMILAR                               | Travel and Per Diem                                                                   | 40-10                 | 3401 |  |                   | 6,000              |                             |                  |                                 |  |  |         |  |
| REDUCTION                                                                 | SIMILAR                               | Carts                                                                                 | 52-29                 | 3401 |  |                   | 4,000              |                             |                  |                                 |  |  |         |  |
| REDUCTION                                                                 | SIMILAR                               | Tires                                                                                 | 52-38                 | 3401 |  |                   | 3,000              |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Reoccurring Annual Maintenance Per Year for New Radios                                | 34-10                 | 3401 |  |                   | 700                |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Purchase 5 New APX900 800mhz Portable Radios and Chargers                             |                       |      |  |                   |                    | 17,000                      |                  |                                 |  |  |         |  |
|                                                                           |                                       | Total Solid Waste Fund                                                                |                       |      |  |                   | 32,200             | 599,586                     | -                | -                               |  |  | 631,786 |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | STORMWATER                                                                            |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | No budget cuts.                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | Total Stormwater Fund                                                                 |                       |      |  |                   | -                  | -                           | -                | -                               |  |  | -       |  |
|                                                                           |                                       |                                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | SEAPLANE BASE                                                                         |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | Airport & Marina Operations                                                           |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Refrigeration Unit Replacement                                                        | 64-10                 | 4304 |  |                   |                    | 45,900                      |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Cable                                                                                 | 34-10                 | 4304 |  |                   | 2,500              |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Marina Management Software Subscription                                               | 34-10                 | 4304 |  |                   | 7,000              |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Roof, Siding, Decking Repairs, and Restaining of Building and ADA Ramp                | 46-10                 | 4304 |  |                   | 3,500              |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Repainting of Propshop Interior                                                       | 46-10                 | 4304 |  |                   | 2,500              |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Replacement Truck (Replace Ford Ranger with F150)                                     | 64-11                 | 4304 |  |                   |                    | 45,000                      |                  |                                 |  |  |         |  |
|                                                                           |                                       | Total Airport & Marina Operations                                                     |                       |      |  |                   | 15,500             | 90,900                      | -                | -                               |  |  | 106,400 |  |
|                                                                           |                                       | Splash Park                                                                           |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | No budget cuts.                                                                       |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
|                                                                           |                                       | Total Splash Park                                                                     |                       |      |  |                   | -                  | -                           | -                | -                               |  |  | -       |  |
|                                                                           |                                       | Wootton Park General Maintenance                                                      |                       |      |  |                   |                    |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | SIMILAR                               | Restroom Repairs for Wall Fixtures and Outlet Installations                           | 46-10                 | 7401 |  |                   | 5,000              |                             |                  |                                 |  |  |         |  |
| CUT                                                                       | ENHANCED                              | Wootton Park Restroom Electronic Locks                                                | 62-20                 | 7401 |  |                   |                    | 20,000                      |                  |                                 |  |  |         |  |

| CITY OF TAVARES                                                           |                                       |                                                        |             |      |                   |                    |                             |                  |                                 |              |
|---------------------------------------------------------------------------|---------------------------------------|--------------------------------------------------------|-------------|------|-------------------|--------------------|-----------------------------|------------------|---------------------------------|--------------|
| PROPOSED BUDGET                                                           |                                       |                                                        |             |      |                   |                    |                             |                  |                                 |              |
| FISCAL YEAR 2023-2024                                                     |                                       |                                                        |             |      |                   |                    |                             |                  |                                 |              |
| RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS                  |                                       |                                                        |             |      |                   |                    |                             |                  |                                 |              |
| ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES |                                       |                                                        |             |      |                   |                    |                             |                  |                                 |              |
| CUT, REDUCTION, OR DEFERRED                                               | SIMILAR OR ENHANCED LEVEL OF SERVICE? | SERVICE DESCRIPTION                                    | ACCT NUMBER | DEPT | PERSONAL SERVICES | OPERATING EXPENSES | CAPITAL EQUIPMENT/ SOFTWARE | CAPITAL PROJECTS | DEBT SERVICE, TRANSFER & OTHERS | TOTALS       |
| CUT                                                                       | ENHANCED                              | Wooton Park Toilet Fixture Modernizations for West End | 62-20       | 7401 |                   |                    | 15,000                      |                  |                                 |              |
|                                                                           |                                       | <b>Total Wooton Park General Maintenance</b>           |             |      |                   | - 5,000            | 35,000                      | -                | -                               | 40,000       |
|                                                                           |                                       | <b>Total Seaplane Base Fund</b>                        |             |      |                   | - 20,500           | 125,900                     | -                | -                               | 146,400      |
|                                                                           |                                       | <b>Pavilion Fund</b>                                   |             |      |                   |                    |                             |                  |                                 |              |
| CUT                                                                       | ENHANCED                              | Landscape Enhancements                                 | 34-10       | 7501 |                   | 3,000              |                             |                  |                                 |              |
| CUT                                                                       | ENHANCED                              | Marketing Campaign Software                            | 34-10       | 7501 |                   | 420                |                             |                  |                                 |              |
| CUT                                                                       | ENHANCED                              | Social Media & Digital Marketing Courses               | 40-10       | 7501 |                   | 936                |                             |                  |                                 |              |
| CUT                                                                       | ENHANCED                              | Central Florida Wedding Association                    | 40-10       | 7501 |                   | 1,050              |                             |                  |                                 |              |
| CUT                                                                       | ENHANCED                              | Cargo Trailer Wrap (Pavilion Logo for Bridal Shows)    | 49-10       | 7501 |                   | 3,800              |                             |                  |                                 |              |
| CUT                                                                       | ENHANCED                              | Pier Lighting                                          | 62-20       | 7501 |                   |                    | 13,000                      |                  |                                 |              |
| CUT                                                                       | ENHANCED                              | Trolley System Retrofit                                | 62-20       | 7501 |                   |                    |                             | 100,000          |                                 |              |
| CUT                                                                       | ENHANCED                              | Pick-Up Truck                                          | 62-20       | 7501 |                   |                    | 28,500                      |                  |                                 |              |
|                                                                           |                                       | <b>Total Pavilion Fund</b>                             |             |      |                   | - 9,206            | 41,500                      | 100,000          | -                               | 150,706      |
|                                                                           |                                       | <b>TOTAL ENTERPRISE FUND OPERATIONS</b>                |             |      |                   | - 189,830          | 766,986                     | 100,000          | -                               | 1,056,816    |
|                                                                           |                                       | <b>TOTAL ALL CITY WIDE CUTS</b>                        |             |      |                   | 819,703            | 1,465,304                   | 9,932,209        | 9,449,670                       | - 21,666,886 |

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 15**

**SUBJECT TITLE: City Council Sets Tentative Maximum Millage Rate for FY2024 (Tax Roll 2023)  
(Finance)**

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**OBJECTIVE:**

To discuss the Fiscal Year 2024 General Fund Budget and set the maximum tentative millage rates for the General and Voter Debt Service Funds.

**SUMMARY:**

The General Fund budget was presented earlier at this City Council meeting. The maximum tentative millage rate to support the delivered budget will be set at this meeting.

Once the City Council sets the Maximum Tentative Millage Rate it may be decreased as the budget process continues; however, **it may not be increased.**

- The proposed General Fund millage rate of 6.5950 mills represents a decrease from prior year of 0.10 mills (6.6950 - 6.5950), a 1.49% decrease over prior year, and 6.58% above the estimated rollback rate of 6.1876 mills.
- The proposed Voted Debt Service millage rate of .1817 mills represents a decrease from prior year of .0257 mills (.2074 - .1817), a 12.39% decrease over prior year.
- Total decrease is .1257 mills which is a 1.82% total decrease over the prior year adopted millage rates.

**OPTIONS:**

1. Set the Maximum Tentative Millage Rate at 6.5950 mills, and the Maximum Tentative Voted Debt Millage Rate at 0.1817 mills.
2. Council discussion about setting the Maximum Tentative Millage Rates at different rates.

**STAFF RECOMMENDATION:**

**Option 1:** Move to set the Maximum Tentative Millage Rate at 6.5950 mills, and the Maximum Tentative Voted Debt Millage Rate at 0.1817 mills.

**FISCAL IMPACT:**

The proposed millage rates for the General Fund (6.5950) and the Voted Debt Service Fund (.1817)

represent a decrease over prior year adopted rates of 1.82%.

**LEGAL SUFFICIENCY:**

Legally Sufficient.

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 16**

**SUBJECT TITLE: City Administrator Report**

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**OBJECTIVE:**

The City Administrator will inform the Council on city-related items.

**SUMMARY:**

**OPTIONS:**

The City Administrator will provide a summary at the meeting.

**UPCOMING MEETINGS:**

|                                             |                                                           |
|---------------------------------------------|-----------------------------------------------------------|
| City Council Meetings and Budget Workshops  | August 2, 2023, 4:00 p.m., Tavares City Council Chambers  |
|                                             | August 16, 2023, 4:00 p.m., Tavares City Council Chambers |
| Planning and Zoning Board Meeting           | August 17, 2023, 3:00 p.m., Tavares City Council Chambers |
| Library Board Meeting                       | September 13, 2023, 4:00 p.m., Tavares Library Expansion  |
| Code Enforcement Special Magistrate Hearing | July 25, 2023, 4:00 p.m., Tavares City Council Chambers   |

**OUTSIDE AGENCY MEETINGS:**

|                                              |                                                                           |
|----------------------------------------------|---------------------------------------------------------------------------|
| Lake County League of Cities Meeting         | August 11, 2023, 12:00 noon, Mount Dora Golf Course                       |
| Lake Sumter MPO Governing Board Meeting      | October 25, 2023, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg |
| Tavares Chamber of Commerce Business Meeting | July 26, 2023, 11:30 a.m., Tavares Civic Center                           |

**CITY EVENTS:**

The current 2023 City Event calendar is attached.

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. Tavares\_2023\_EventCalendar\_5.31.2023

*Attachments not provided are available to the public upon request to the City Clerk.*

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
7/19/2023**

**AGENDA TAB NO.: 17**

**SUBJECT TITLE: City Council Member Reports**

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**OBJECTIVE:**

To inform the Council on city-related items.

**SUMMARY:**

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

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

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