



**TAVARES CITY COUNCIL
MEETING MINUTES
NOVEMBER 1, 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. Pastor Tom Cavanaugh, First Baptist Church of Tavares

Pastor Tom Cavanaugh, First Baptist Church of Tavares, 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.

MOTION

Troy Singer moved to approve the Agenda, seconded by Lori Pfister. The motion carried unanimously 5-0.

IV. PROCLAMATIONS/PRESENTATIONS

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 Resolution by title only:

RESOLUTION 2023-22

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2023 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING THE THIRD AND FINAL AMENDMENT TO THE ADOPTED BUDGET, AND PROVIDING FOR A REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Price asked if anyone wished to pull an item from the Consent Agenda for discussion.

MOTION

Lori Pfister moved to approve the Consent Agenda [Tab 2. Approval of the October 18, 2023, City Council Meeting Minutes], seconded by Bob Grenier. The motion carried unanimously 5-0.

Tab 2. Approval of the October 18, 2023, City Council Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 3. Resolution 2023-22 – Final Budget Amendment for Fiscal Year 2023

Ms. Houghton made the following presentation:

Resolution 2023-22 represents increases and/or decreases to the Adopted Budget for Fiscal Year 2023. Appropriation increases represent capital projects, ARPA expenditures, grant expenditures, and prior year/project encumbrance rollovers. In addition, the Resolution also reflects transfers between individual accounts within adopted budgets for all departments.

This resolution represents the THIRD AND FINAL AMENDMENT to the Adopted Budget for Fiscal Year 2022-2023. 100% funded by Duke Energy with no match required. Moreover, the City can expect an estimated \$6,612.12 per annum reduction in operating costs for phase one improvements.

Staff recommends approval of Option 1, for the Council to approve Resolution 2023-22, amending the Fiscal Year 2022-2023 City of Tavares Annual Operating Budget.

Mayor Price asked for comments from the Council. There were none.

MOTION

Lori Pfister moved to approve [Resolution 2023-22], seconded by Troy Singer. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 4. Mayor's Youth Council Update

Ms. Novack noted Mr. Cambell, Assistant Principal, spearheaded the Mayor's Youth Council program. Five students were selected, and resumes would be forwarded to the Council once received.

Tab 5. Update on Potable Water Growth and the City's Consumptive Use Permit

Mr. Clark said the City received a 20-year Consumptive Use Permit (CUP) in 2012. He reviewed usage trends and said the City had begun modifying the CUP to

accommodate the increase in usage and growth. He said modifying the CUP would take one to two years, and the City was also looking at alternative water sources and grants.

Tab 6. Phase One – City Wide Street Light Assessment

Mr. Dillon made the following presentation:

The City and Duke Energy have completed the first phase of the City Wide Street Light assessment, which involved evaluating the remaining antiquated High-Pressure Sodium (HPS) street light infrastructure for improvement. The areas that were assessed include Lake Frances Estates and roadway lighting. As per the enclosed proposal, 192 Street Lights are set to be converted to Dark Sky LED lights without any monetary contribution towards the aid of construction costs. This conversion is at no cost to the city. Additionally, upon approval, the City can expect an estimated reduction of \$6,612.12 per annum in operating costs for phase one improvements.

Staff recommends Council approve and authorize the City Administrator to execute Duke's agreement to convert 192 HPS street lights to LED, Dark Sky compliant fixtures as depicted in their proposal.

Mayor Price asked for comments from the Council.

Vice Mayor Gamble asked where the \$6,612.12 in savings would be allocated. Ms. Houghton said the funds would go into Reserves each year for the Council to appropriate.

MOTION

Sandy Gamble moved to approve Option 1, seconded by Lori Pfister.

Council Member Singer thanked Mr. Dillon for his efforts and asked for the number of future phases. Mr. Dillon said twenty (20) phases were anticipated with a potential for additional savings.

The motion carried unanimously 5-0.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 7. City Administrator Report

Mr. Drury noted there was one City Council Meeting scheduled in November and one City Council meeting scheduled in December: November 1, 2023, and December 6, 2023.

Tab 8. City Council Member Reports

Council Member Pfister said it was an exciting time in the City with many projects coming in the future.

Council Member Grenier thanked the staff for their efforts and hard work.

Council Member Singer thanked Mr. Aldrich and the Community Services Team for their hard work making Boo Fest a fantastic event. He said the event had an incredible community draw and received many positive comments.

Council Member Singer noted November 11 was Veterans Day. He thanked the Veterans and their families and stated the Lake County Board of County Commissioners would have a Veterans wall on display on Friday, November 10, 2023.

Vice Mayor Gamble noted the City of Eustis was holding a Veterans Day Parade. He reminded those present to vote in the upcoming November 7, 2023 election.

Mayor Price said Boo Fest was a success, and he gave 3,000 pieces of candy.

Mayor Price urged those present to vote at their assigned precincts in the upcoming November 7, 2023 election.

Mayor Price recognized Veterans Day on November 11, 2023.

Mayor Price thanked and commended Mr. Drury, Department Directors, and City Staff for their professionalism and assistance throughout the year during his term as Mayor. He said he enjoyed acting as Mayor and would be happy to serve again.

The Council wished those present a Happy Thanksgiving.

XV. ADJOURNMENT

There was no further business and Mayor Price adjourned the meeting at 4:21 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk