



AGENDA
TAVARES CITY COUNCIL
May 1, 2024
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)

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1 Pastor Dewey Smith, First Baptist Church of Mt. Dora

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Recognition of the Tavares Babe Ruth Booster Club (Community Services)

Tab 3 Proclamation - National Public Works Week (Mayor)

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 4 Approval of the April 17, 2024, Tavares City Council Meeting Minutes (City Clerk)

VIII. RESOLUTIONS

Tab 5 Resolution 2024-07 - Acceptance of United States Department of Justice Edward Byrne Memorial Justice Assistance Grant (Finance)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 6 2024 Cemetery Fee Study (Parks)

Tab 7 Options of Licensing Gaming Business in Tavares (City Attorney)

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 8 City Administrator Report

Tab 9 City Council Member Reports

XV. 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
5/1/2024**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Dewey Smith, First Baptist Church of Mt. Dora

OBJECTIVE:

Pastor Dewey Smith, First Baptist Church of Mt. Dora, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Dewey Smith, First Baptist Church of Mt. Dora, 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
5/1/2024**

AGENDA TAB NO.: 2

SUBJECT TITLE: Recognition of the Tavares Babe Ruth Booster Club (Community Services)

OBJECTIVE:

To recognize the dedication and hard work of the Tavares Babe Ruth Booster Club.

SUMMARY:

The Tavares Babe Ruth Booster Club has raised over \$23,000 since August of last year to go towards our baseball and softball league. The volunteer club, made up of mostly parents from our participants, is led by a board of directors as follows:

- President – Vanessa Mahai
- Vice President – Amber Lanier
- Secretary – Keisha Bloom

Booster Club members volunteer their time to raise money to fill the void that City funds cannot cover, such as All-Star custom uniforms, bags, and helmets. Additionally, the Club recently installed a new water bottle filling station at the Woodlea Sports Complex that provides fresh, cold water for the players and spectators.

The Booster Club provides financial assistance to those players who cannot afford to participate and works with local professionals to offer specialized pitching and catching training sessions for the league. They have donated equipment, field supplies, and sponsored participants in the Billings Baseball Academy Summer Camp program over the past few years.

Staff would like to recognize the Tavares Babe Ruth Booster Club board and all the volunteers that make this organization successful.

OPTIONS:

1. Hear the presentation and recognize the Tavares Babe Ruth Booster Club.
2. Do not hear the presentation.

STAFF RECOMMENDATION:

Option 1: Hear the presentation and recognize the Tavares Babe Ruth Booster Club.

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
5/1/2024**

AGENDA TAB NO.: 3

SUBJECT TITLE: Proclamation - National Public Works Week (Mayor)

OBJECTIVE:

For the Mayor to read the proclamation declaring May 19 - 25, 2024, as National Public Works Week, with adoption by the City Council.

SUMMARY:

The dedicated efforts of public works professionals, who are responsible for the efficient operation of public works systems and programs such as streets and highways, public buildings, solid waste collection, parks and canal maintenance, and water and sewers, are vital to the public health, high quality of life, and well-being of the people of the City of Tavares. The proclamation recognizes the contributions that public works professionals make every day to our health, safety, comfort, and quality of life in the City of Tavares.

OPTIONS:

1. For the Mayor to read the Proclamation declaring May 19 - 25, 2024, as National Public Works Week, with adoption by the Council.
2. Do not approve the Proclamation.

STAFF RECOMMENDATION:

Option 1 - Mayor to read the Proclamation declaring May 19 - 25, 2024, as National Public Works Week, with adoption by the Council.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Proclamation - National Public Works Week

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



PROCLAMATION

National Public Works Week

May 19-25, 2024

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to communities; and

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals; and

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the City of Tavares to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs; and

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE, the Tavares City Council does hereby proclaim May 19 through 25, 2024 as

NATIONAL PUBLIC WORKS WEEK

And, call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions that public works officials make every day to our health, safety, comfort, and quality of life.

PASSED AND DULY ADOPTED by the Tavares City Council on this 1st Day of May 2024.

Bob Grenier, Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/1/2024**

AGENDA TAB NO.: 4

SUBJECT TITLE: Approval of the April 17, 2024, Tavares City Council Meeting Minutes (City Clerk)

OBJECTIVE:

To consider the approval of the April 17, 2024, City Council meeting minutes.

SUMMARY:

Attached are the April 17, 2024, 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 changes.

STAFF RECOMMENDATION:

For the Council's consideration.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 04-17-2024 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
APRIL 17, 2024 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Bob Grenier, Mayor
Sandy Gamble, Vice Mayor
Lori Pfister, Council Member
Walter Price, 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 Grenier 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 Jacob Bauman, The Cross Church

Vice Mayor Gamble provided the invocation and led those present in the Pledge of Allegiance in Pastor Jacob Bauman's absence.

III. APPROVAL OF AGENDA

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

MOTION

Walter Price moved to approve the Agenda, seconded by Sandy Gamble. The motion carried unanimously 5-0.

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – National Nurses Week

Mayor Grenier read a Proclamation in recognition of National Nurses Week, May 6 through 12, 2024, in honor and thanks to nurses and their many contributions, sacrifices, and performing some of the most challenging tasks in the medical world.

Mayor Grenier presented the Proclamation to Josh Goergen, AdventHealth Government Advocacy Manager.

Mr. Goergen thanked the Council for their continued support on behalf of the nurses at Advent Health Waterman.

MOTION

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

Tab 3. Proclamation – Water Conservation Month

Mayor Grenier read and presented a Proclamation to the Utilities Department declaring April 2024 Water Conservation Month in the City of Tavares.

MOTION

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

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

Attorney Boggus stated there were no quasi-judicial matters before the Council for consideration.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following Resolution by title only:

RESOLUTION 2024-06

A RESOLUTION OF CITY OF TAVARES, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; AUTHORIZING A THIRD AMENDMENT TO SRF LOAN AGREEMENT WW350951 FOR THE LIFT STATION 49/LAKE FRANCES SEWER IMPROVEMENTS PROJECT; SETS THE LOAN AMOUNT; FINALIZES THE LOAN; AND SETS THE REPAYMENT AMORTIZATION; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

VII. CONSENT AGENDA

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

MOTION

Walter Price moved to approve the Consent Agenda [Tab 4. Approval of the April 3, 2024, City Council Meeting Minutes; and, Tab 5. Council Approval to Accept the Library of America Grant for Latino Poetry Initiative], seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 4. Approval of the April 3, 2024, City Council Meeting Minutes

Approved on the Consent Agenda.

Tab 5. Council Approval to Accept the Library of America Grant for Latino Poetry Initiative

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 6. Resolution 2024-06 – SRF Loan WW350951 Amendment 3 Final Close-Out – Lake Frances Sewer

Ms. Houghton made the following presentation:

Previously, the City Council Adopted Resolution 2018-24 authorizing the application, acceptance, and execution of loan agreement for State Revolving

Loan Project WW350951 for Lift Station 49/Lake Frances Sewer Improvement Project. The original loan document was executed on November 6, 2018.

On November 1, 2020, the City Council adopted Resolution 2020-14 approving Amendment Number One (1) to the Loan which finalized the disbursable amount at \$6,624,350.

On June 15, 2022, the City Council adopted Resolution 2022-10 approving Amendment Number Two (2) which extended the project completion date for the project and changed the date for the first semi-annual loan payment from November 15, 2022 to February 15, 2023.

This Amendment Number Three (3) finalizes the project, and finalizes the loan as indicated below and sets the amortization for the loan repayments.

- *The Loan disbursable amount is ~~\$6,624,350~~ \$5,899,225.*
- *The Capitalized Interest (non-disbursable) amount is ~~\$29,100~~ \$34,645.84.*
- *The ~~Estimated~~ Loan service fee is ~~\$132,487~~ \$117,985.*
- *The Semi-annual loan payments are ~~estimated~~ at ~~\$179,743~~ \$159,307.47.*
- *The first semi-annual loan payment is due ~~November 15, 2022~~ August 15, 2024.*
- *The Loan term is Twenty (20) years.*
- *The annual loan interest rate is .57%.*

Staff recommended Option 1, for Council to approve Resolution No. 2024-06 which authorizes the Mayor to execute SRF Loan WW350951 Amendment Number Three (3) finalizing the loan and setting the date for the first semi-annual loan payment date for the loan to August 15, 2024 in the amount of \$159,307.47.

Mayor Grenier asked for comments from the Council.

Council Member Singer thanked Ms. Houghton for securing a .57% interest rate loan. He asked Ms. Houghton to elaborate on the capitalization interest change from \$29,100.00 to \$34,645.84. Ms. Houghton said the original \$29,100.00 was based on an earlier completion date. The amount was kept the same through the last two amendments, and a change was incurred in the final amendment as there was an extended capitalization period for accrued interest. Ms. Houghton noted it was the only amount that increased. Council Member Singer pointed out the City was saving money on the low-interest loan, and Ms. Houghton confirmed.

MOTION

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

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 7. Construction of Storage Facility at Water Treatment Plant #4

Mr. Clark made the following presentation:

The Utilities Department has approximately 2.5 to 3 million dollars' worth of rolling stock and equipment at the Slim Haywood Plant it desires to protect and secure with a new facility for the reasons listed below:

- *Protect the equipment from the weather elements.*
- *Protect the equipment from theft.*
- *Protect the equipment from pests and rodent damage.*
- *Be a good neighbor and have good housekeeping (This location is experiencing residential growth around it).*

The Council has previously expressed the desire to "pay as we go" in lieu of loans whenever possible. The Utility Fund has approximately 10 months of reserve (\$9.5 million). The estimated cost to design, permit and build this storage facility is \$485,000. Utilizing the "pay as you go" reserve account to fund this need would leave about 9.5 months in reserves for future needs as warranted, which is sufficient for this enterprise.

Staff recommended Option 1, for Council to approve the funding for a storage/security building at the Slim Haywood Water Plant to house and protect the Utilities Department equipment and vehicles, using Utilities Fund reserves in an amount not to exceed \$485,000.

Mayor Grenier asked for comments from the Council.

Vice Mayor Gamble asked what type of building would be constructed and if it would be secured, including security cameras. Mr. Clark said the building would be metal and confirmed it would be secure and include security cameras.

Council Member Pfister asked if the building would accommodate future needs. Mr. Clark confirmed and noted the building would be 185 feet long with 12 bays and two storage buildings on each end. He said the current building shared with the Right of Way and Finance Departments would be freed for their use and would include closing certain areas for more security.

Vice Mayor Gamble inquired about the equipment stored on Woodlea Road. Mr. Clark said trucks, sewer stock, towers, backhoes, and ditch equipment were stored at the location.

Mayor Grenier asked if the building would include air conditioning. Mr. Clark said no and noted the building would have ventilation.

Council Member Singer inquired about the Utility Reserve Fund recommendations. Ms. Houghton said the rate consultant was reviewing the 2020 rate study. She said the rate study suggested three to eight months of reserve, and she believed the Utility Reserve Fund was in good shape.

Council Member Price said he liked the pay-as-you-go option.

MOTION

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

Tab 8. City Property and Liability Insurance Solicitation Consulting Services Agreement

Ms. Bublitz made the following presentation:

The City previously budgeted \$35,000 to retain the services of an insurance solicitation consulting firm to develop a Request for Proposals (RFP) to solicit insurance coverage for the City. Staff completed a Request for Qualifications (RFQ) for insurance solicitation consulting services. The selected insurance solicitation consulting firm will develop a Request for Proposals (RFP) to solicit insurance coverage proposals from interested markets for items such as worker's compensation, property, auto, and general liability. The consultant will review and respond to questions from insurance companies, evaluate submitted proposals, prepare a written summary, and present results and recommendations to the City. The RFP will ultimately come back to the Council for final consideration.

The City received three responses to the RFQ, and Siver Insurance Consultants was the top-ranked firm chosen by the committee. The ranking committee comprised of the Human Resources Director, Finance Director, Economic Development Director, and the Support Services Director. A contract was negotiated for these services for an amount not to exceed \$28,000. This is \$7,000 under budget.

Staff recommended Option 1, for Council to approve the Agreement for Insurance solicitation Consulting Services with Siver Insurance Consultants for an amount not to exceed \$28,000.

Mayor Grenier asked for comments from the Council.

Council Member Singer asked how the City made insurance company selections in the prior years. Ms. Bublitz said the City had been with the same liability company without

going out to bid for fourteen years. Council Member Singer asked if the current insurance company could submit a bid. Ms. Bubnitz confirmed.

Council Member Singer noted his support, said it was more transparent and was glad to see \$7,000 in savings from the amount budgeted.

MOTION

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

XI. NEW BUSINESS

XII. OLD BUSINESS

Council Member Pfister asked how many gaming rooms were open in the City. Mr. Drury said three. Council Member Pfister asked if the allowable game rooms could be reduced to zero. Mr. Drury said the item could be agendaized, and the City Attorney could discuss any unintended consequences of passing legislation regulating a business out of the City vs. adding parameters limiting their number.

Council Member Pfister asked Chief Coursey if Police hours were spent at the three gaming businesses in the City. Chief Coursey said the Tavares Police Department responds to gaming facilities more than any other commercial business in the City.

Vice Mayor Gamble asked if the City Attorney could provide information on cities that do not allow gaming facilities.

Council Member Price said he did not believe the City of Eustis allowed gaming facilities.

XIII. AUDIENCE TO BE HEARD

Steven Gerard Sidlorsky, Lorian, Ohio, asked to place a pro-life personhood resolution on the next agenda.

Kristin Nelson, 2729 Tangerine Court, Leesburg, cited bible scripture and said it was her wish to turn Tavares into a pro-life city.

XIV. REPORTS

Tab 9. City Administrator Report

Mr. Clark noted the Utility Department would host the 2nd Annual Water Day Celebration event on Saturday, April 27, 2024, from 9:00 a.m. to 1:00 p.m. in Wooton Park.

Rebecca Campbell, Library Director, noted April was National Poetry Month. Ms. Campbell said the Tavaré Library would host a Poetry Festival on Saturday, April 20, from 11:00 a.m. to 2:00 p.m., and an Open Mic Poetry and Karaoke event on Thursday, April 20, 2024.

Mr. Fabre noted a Planning and Zoning Board Workshop would be held the following day on April 18, 2024, at 3:00 p.m. in the City Council Chambers to discuss zoning, current development, and the State of Florida Live Local Act.

Tab 10. City Council Member Reports

Council Member Pfister said she received many compliments on the Tavares Ecological Park and commended Mr. Clark for his hard work.

Council Member Price asked for an update on the Tavares Nature Park. Mr. Drury said Mr. Dillon would provide an update at the next meeting.

Council Member Price said he planned to attend the Planning and Zoning Board Workshops and Water Days event.

Vice Mayor Gamble discussed comments on social media regarding closing the ramp area at the Seaplane Base to the public. He stated the Council's main concern was for the safety of the Citizens and visitors during their decision-making process.

Mayor Grenier noted he recently attended and enjoyed a coffee event at Tiki Village. He said the residents enjoyed seeing America's Seaplane City come to fruition.

XV. ADJOURNMENT

There was no further business, and Mayor Grenier adjourned the meeting at 4:41 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/1/2024**

AGENDA TAB NO.: 5

SUBJECT TITLE: Resolution 2024-07 - Acceptance of United States Department of Justice Edward Byrne Memorial Justice Assistance Grant (Finance)

OBJECTIVE:

Consider approval of Resolution 2024-07 authorizing acceptance of United States Department of Justice JAG Grant.

SUMMARY:

The City of Tavares Police Department was awarded a United States Department of Justice (US DOJ) Edward Byrne Memorial Justice Assistance Grant (JAG) to purchase a marine unit patrol boat.

Details of the grant include the following:

- Agreement Number: 8C273.
- Pass-through Entity: Florida Department of Law Enforcement.
- Subrecipient: City of Tavares.
- Grant Award: \$70,000.
- No grant match required.
- Award Period: 1/1/2024 – 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:

Option 1: Move to approve resolution 2024-07 authorizing the Chief of Police and Mayor to execute the marine unit patrol boat JAG grant.

Option 2: Do not approve resolution 2024-07.

STAFF RECOMMENDATION:

Option 1: Move to approve resolution 2024-07 authorizing the Chief of Police and Mayor to execute the marine unit patrol boat JAG grant.

FISCAL IMPACT:

\$70,000 will be budgeted in the Fiscal Year 2024 Budget.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2024-07 (Acceptance of JAG Grant)
2. 8C273 Federal Award - Agreement

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

RESOLUTION 2024-07

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AUTHORIZING THE ACCEPTANCE OF A JUSTICE ASSISTANCE GRANT FROM THE UNITED STATES DEPARTMENT OF JUSTICE TO PURCHASE A MARINE UNIT PATROL BOAT

WHEREAS, the Florida Department of Law Enforcement as a pass-through entity for the United States Department of Justice has awarded the City of Tavares an Edward Byrne Memorial Justice Assistance Grant (JAG).

WHEREAS, the grant awarded by the Florida Department of Law Enforcement represents a program to assist municipal law enforcement agencies in their effort to combat crime.

WHEREAS, the Justice Assistance Grant provides funding to purchase one marine unit patrol boat in the amount of \$70,000.

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

SECTION I. The Chief of Police and Mayor are hereby authorized to execute an award Agreement with the Florida Department of Law Enforcement for award of an Edward Byrne Memorial Justice Assistance Grant. Elements of the award include:

- Agreement Number: 8C273.
- Pass-through Entity: Florida Department of Law Enforcement.
- Subrecipient: City of Tavares.
- Grant Award: \$70,000.
- No grant match required.
- Award Period: 1/1/2024 – 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).

SECTION II. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION III. This Resolution shall become effective immediately upon its passage and

adoption.

PASSED AND ADOPTED this 1st day of May 2024, by the City Council of the City of Tavares, Florida.

Bob Grenier, Mayor
Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:
Lindsey Holt
City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/1/2024**

AGENDA TAB NO.: 6

SUBJECT TITLE: 2024 Cemetery Fee Study (Parks)

OBJECTIVE:

Council to align cemetery fees for lot purchase of full body and cremation burials and open and close services that align with current local conditions.

SUMMARY:

During this fiscal year, City staff conducted an internal study to evaluate the cemetery fee structure charged for burial lots and supporting services such as opening and closing graves in the neighboring cities of Clermont, Mt. Dora, Eustis, and Umatilla. The study indicated that Tavares's current fee structure is significantly lower than those of the other cities. As per our records, the last revision to the cemetery fee schedule was in 2006.

The enclosed study presents a comparison of cemetery fees between Tavares and other municipal cemeteries. As indicated in the chart, the assessment shows that Tavares charges lower fees to residents and non-residents than other municipal cemeteries. However, it is essential to note that not all local municipalities offer full body spaces and cremation burial spaces to non-residents, whereas Tavares provides both. Although Tavares offers significantly lower non-residential lot rates, it may result in an increase in non-resident purchases, which could potentially reduce space availability for future generations of Tavares residents. The same applies to cremation burial spaces for resident and non-resident customers. According to the National Funeral Directors Association, the percentage of cremation burials is expected to increase from 60.5% in 2023 to 81.4% by 2045.

The fee study also revealed the associated open and close service fees charged by Tavares are modest compared to local municipalities, which typically increase the fees above the contracted price from the vendor. Tavares passes the exact fees the vendor charges directly to the customer without an increase. During these processes, the Cemetery Sexton also manages the scheduling of the service through coordination with the funeral home or family and the contracted vendor. The sexton also measures and marks the grave to ensure the correct location prior to the vendor opening the grave and is present during the opening and at most services. In the event of a cremation burial opened by the city, the sexton also performs those services.

Taking into consideration the record keeping, management, level of service, and amenities that the cemetery provides to the residents of Tavares and customers compared to neighboring cities, we suggest a modest increase in fees for lot purchases and opening and closing services. This aligns with local and industry norms and ensures that Tavares can continue to provide quality services to its residents. City staff believe that these modest adjustments will help buffer elevated growth from non-resident purchases that could impact future availability for residents.

OPTIONS:

1. Approve the proposed rate adjustment for full-body and cremation burial lots, as well as open and close services, as shown in the study.
2. Provide guidance to staff regarding alternative fee suggestions.

STAFF RECOMMENDATION:

Council approves the proposed rate adjustment for full-body and cremation burial lots, as well as open and close services, as shown in the study.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 2024 Cemetery Rate Study Agenda Summary Chart 2

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/1/2024**

AGENDA TAB NO.: 7

SUBJECT TITLE: Options of Licensing Gaming Business in Tavares (City Attorney)

OBJECTIVE:

For the City Attorney to provide a review of the options of Licensing Gaming businesses in Tavares

SUMMARY:

Previously, the Council asked to adgendize a discussion on licensing options regarding gaming business in the City. The City Attorney will provide options for the City Council to pursue.

OPTIONS:

- 1) Provide an opportunity for the City Attorney to provide options.
- 2) Do not hear the options

STAFF RECOMMENDATION:

Provide an opportunity for the City Attorney to provide options.

FISCAL IMPACT:

No impact on reviewing the options

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
5/1/2024**

AGENDA TAB NO.: 8

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

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

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meetings	May 15, 2024, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	May 16, 2024, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	May 8, 2024, 4:00 p.m., Ingraham Center
Code Enforcement Special Magistrate Hearing	June 25, 2024, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Meeting	May 10, 2024, 12:00 noon, Mount Dora Golf Course, 1100 South Highland Street, Mount Dora
Lake Sumter MPO Governing Board Meeting	June 19, 2024, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	May 22, 2024, 11:30 a.m., Tavares Civic Center

CITY EVENTS:

The current 2024 City Event calendar is attached.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares_2024 EventCalendar_4.22.2024

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

CITY OF TAVARES

2024

PERMITTED EVENTS

JANUARY

20 Arbor Day (City Event - Public Works - Wooton Park)
27 Rhythm on Ruby - Street Party (City Event)

FEBRUARY

3 African American Heritage Festival
- hosted by TAAHO

MARCH

1-2 Planes, Tunes & BBQ featuring
Seaplane-A-Palooza (City Event)
9 Tavares Pet & Craft Show
- Hosted by Specialty Pop Up Events
21-24 Sunnyland Antique Boat Show

APRIL

MAY

JUNE

6 Kayakathon
- hosted by Adventure Outdoor Paddle
8-12 Steamboat Meet
13-14 2024 New Year Sand Volleyball Tournament
- hosted by Wekiva Sand Ballers
27 Water Day (City Event - Utilities Dept - Wooton Park)

4 Phantom Airborne Brigade Jump
4 Hardrock Charlie Foundation Summit BBQ Bash
7 Law Enforcement Memorial (Historic Courthouse)
- hosted by Lake Co. Sheriff's Office

29-30 Pro Watercross Jet Ski Races*

JULY

AUGUST

SEPTEMBER

4 4th of July Celebration (City Event)

11 9/11 Memorial Event* (Tavares Fire & PD)
21 Coastal Cleanup* (City Event—Public Works)
30 Tavares High School Homecoming Parade*
28 Tavares Pet & Craft Show
- Hosted by Specialty Pop Up Events

OCTOBER

NOVEMBER

DECEMBER

19 Rocktoberfest & Monster Splash Fly-In (City Event)
25 Boo Fest (City Event)

1-3 Lady of the Lakes Renaissance Faire*
9-10 Lady of the Lakes Renaissance Faire*
9-10 Tavares Art in the Park*
14 Taste of Tavares* - hosted by Tavares Chamber
28 YMCA Turkey Trot 5k*

7 Christmas Parade & Celebration (City Event)



***Pending Permit Application Review/Approval**

City Organized Events | Event will be held outside City's Entertainment District

Cheri Moan | Special Events & Operations Manager | o: 352.742.6176 | c: 352.551.3349 | e: cmoan@tavares.org | www.tavares.org Revised: 4.22.2024

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/1/2024**

AGENDA TAB NO.: 9

SUBJECT TITLE: City Council Member Reports

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:

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