



AGENDA
TAVARES CITY COUNCIL
November 20, 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 Michael Watkins, Friendship C. M. E. Church

III. ELECTION RESULTS

Tab 2 November 5, 2024, Tavares Municipal Election Results (City Clerk)

IV. SWEARING IN OF NEW COUNCIL MEMBERS

V. CONVENING OF NEW COUNCIL

VI. ELECTION OF MAYOR

Tab 3 Election of Mayor (City Administrator)

VII. ELECTION OF VICE MAYOR

Tab 4 Election of Vice Mayor (Mayor)

VIII. SUNSHINE LAW/ETHICS UPDATE

Tab 5 Sunshine Law and Ethics Update (City Attorney)

IX. APPROVAL OF AGENDA

X. PROCLAMATIONS/PRESENTATIONS

Tab 6 Therapy Dog Program (Police)

Tab 7 Recognition of Tavares Middle School Cross Country Team

(Community Services)

Tab 8 GFOA Distinguished Budget Award (Mayor)

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

XII. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

XIII. CONSENT AGENDA

Tab 9 Approval of the October 16, 2024, City Council Meeting Minutes (City Clerk)

Tab 10 Pisgah Grove (FKA: Eagle Homes at Tavares) - Minor Plat (Community Development)

XIV. RESOLUTIONS

Tab 11 Resolution 2024-22 – Ellrodt James D Trustee – Request to Vacate a 16-foot-wide Right-of-Way Alleyway Located at 118 Ingraham Avenue (Community Development)

Tab 12 Resolution 2024-25 - Amendment 1 to SRF Loan DW350981 - Lake Hermosa/Avalon Park Construction Loan for Booster Pump Project (Finance)

Tab 13 Resolution 2024-26 - Final Budget Amendment for FY2024 (Finance)

XV. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

XVI. GENERAL GOVERNMENT

Tab 14 Horizon Teams (City Administrator)

Tab 15 Board Representatives (City Administrator)

Tab 16 Board Appointments to the Tavares Library Advisory Board, Tavares Police Pension Board, and Tavares Firefighters Pension Board (Mayor)

Tab 17 Splash Park Rehabilitation, Phase 2 (Economic Development)

XVII. NEW BUSINESS

XVIII. OLD BUSINESS

XIX. AUDIENCE TO BE HEARD

XX. REPORTS

Tab 18 City Administrator Report

Tab 19 City Council Member Reports

XXI. 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
11/20/2024**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Michael Watkins, Friendship C. M. E. Church

OBJECTIVE:

Pastor Michael Watkins, Friendship C. M. E. Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Michael Watkins, Friendship C. M. E. 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
11/20/2024**

AGENDA TAB NO.: 2

SUBJECT TITLE: November 5, 2024, Tavares Municipal Election Results (City Clerk)

OBJECTIVE:

The City Clerk will read the November 5, 2024, certified election results into the record.

SUMMARY:

The Lake County Canvassing Board will complete the certification of November 5, 2024, Tavares City Council Municipal Election.

Effective August 15, 2024, at 12:00 noon, the following candidates qualified for the office of the Tavares City Council, Seats 1, 3, and 5 as follows:

Seat 1

- Bob Grenier
- Nick Hendrick
- Belynda Rinck

The Lake County Canvassing Board unofficial results reflect that Bob Grenier received 3,746 votes, Nick Hendrick received 1,653 votes, and Belynda Rinck received 3,530 votes for Seat 1.

The official results were not received before the agenda's release and will be read into the record at the November 20 City Council meeting.

Seat 3

- Walter B. Price, Sr.

Walter Price, Sr. is a qualified incumbent and was elected without opposition to the Tavares City Council, Seat 3.

Seat 5

- Lori A. Pfister

Lori A. Pfister is a qualified incumbent and was elected without opposition to the Tavares City Council, Seat 5.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

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
11/20/2024**

AGENDA TAB NO.: 3

SUBJECT TITLE: Election of Mayor (City Administrator)

OBJECTIVE:

To elect the position of Mayor of the City Council.

SUMMARY:

Section 3.04 of the City Charter states that “The council shall elect from its members, a Mayor and Vice Mayor” and “the City Administrator shall conduct the election of the Mayor”. The Council has traditionally followed Roberts Rules of Order when conducting meetings and elections and therefore, the City Administrator will follow Roberts Rules of Order when conducting this election as follows:

- 1) The City Administrator will open up the floor for nominations of Mayor.
- 2) Council members will be invited to nominate any council member, including themselves. No second is required for a nomination.
- 3) Any person who has been nominated may decline such a nomination.
- 4) Once nominations have been completed, the City Administrator will close nominations.
- 5) The City Administrator will then offer an opportunity for Council Member who wishes to speak to make comment at this time.
- 6) The City Administrator will then offer an opportunity for any audience member who wishes to speak to make comment at this time.
- 7) The City Administrator will request a hand vote (raising of the right arm) for each nominee based on the order in which they were received at the time of nomination until three or more votes are made for a nominee.

OPTIONS:

1. Have the City Administrator entertain nominations for Mayor, conduct the election process as outlined above and call for the vote in the order in which they are made.
2. Make a motion for another method of nomination.

STAFF RECOMMENDATION:

Option 1 - Have the City Administrator entertain nominations for Mayor, conduct the election process outlined above, and then call for the vote in the order in which they are made.

FISCAL IMPACT:

None.

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
11/20/2024**

AGENDA TAB NO.: 4

SUBJECT TITLE: Election of Vice Mayor (Mayor)

OBJECTIVE:

To elect the position of Vice Mayor of City Council.

SUMMARY:

Section 3.04 of the City Charter states that “The council shall elect from its members, a Mayor and Vice Mayor”. The Mayor shall conduct the election of the Vice-Mayor. The Council has traditionally followed Roberts Rules of Order when conducting meetings and elections and, therefore, the Mayor will follow Roberts Rules of Order when conducting this election as follows:

- 1) The Mayor will open up the floor for nominations of Vice-Mayor.
- 2) Council members will be invited to nominate any council member, including themselves. No second is required for a nomination.
- 3) Any person who has been nominated may decline such a nomination.
- 4) Once nominations have been completed, the Mayor will close nominations.
- 5) The Mayor will then offer an opportunity for a Council Member who wishes to speak to make a comment at this time.
- 6) The Mayor will then offer an opportunity for any audience member who wishes to speak to make a comment at this time.
- 7) The Mayor will request a hand vote (raising of the right arm) for each nominee based on the order in which they were received at the time of nomination until three or more votes are made for a nominee.

OPTIONS:

1. Have the Mayor entertain nominations for Vice Mayor, run the election as described above and call for the vote in the order in which they are made.
2. Make a motion for another method of nomination.

STAFF RECOMMENDATION:

Option 1 - Have the Mayor entertain nominations for Vice Mayor, run the election as described above and call for the vote in the order in which they are made.

FISCAL IMPACT:

None.

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
11/20/2024**

AGENDA TAB NO.: 5

SUBJECT TITLE: Sunshine Law and Ethics Update (City Attorney)

OBJECTIVE:

To have the City Attorney present an annual update on the Florida Sunshine and ethics laws.

SUMMARY:

The City Attorney will provide an overview of Sunshine and ethics laws.

OPTIONS:

N/A

STAFF RECOMMENDATION:

For the City Attorney to provide an overview to the Council on Florida's Sunshine and Ethics Law for elected officials.

FISCAL IMPACT:

None.

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
11/20/2024**

AGENDA TAB NO.: 6

SUBJECT TITLE: Therapy Dog Program (Police)

OBJECTIVE:

Provide Council with an overview of the Therapy Dog Program and highlight the use and benefits.

SUMMARY:

Lieutenant Schmidbauer will present K9 Nora to the board and provide the details of her training, uses, and benefits to the City of Tavares and the citizens.

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
11/20/2024**

AGENDA TAB NO.: 7

SUBJECT TITLE: Recognition of Tavares Middle School Cross Country Team (Community Services)

OBJECTIVE:

To recognize the accomplishments of the Tavares Middle School Cross Country Team.

SUMMARY:

The Tavares Patriots Middle School Cross Country team, consisting of Girls & Boys JV, and Girls & Boys Varsity, all recently competed in the 2024 FLYRA Middle School Cross Country State Championships – Public School Division. Both the Girls & Boys Varsity and the Boys JV won the State Championship, setting state records in the process.

As a team, both the Boys & Girls Varsity teams set the state records for the fastest teams in Florida history. In all classifications, no other public, private, charter, or club school has ever run faster at the state meet on both the boys' side and the girls' side.

Individually, with over 430 runners in the Boys & Girls Varsity championship races, Tavares boasted an incredible 12 state medalists. Our Patriots also scored another 6 medalists in the JV/Open races. Laken Hartley won the individual girls' public school state championship and Alice Ilea was runner-up. For the boys, Omar Castillo finished second and Nicholas Alvarez finished third, both breaking the previous school's record.

Coaching for the Tavares Patriot Middle School Cross Country team is the duo of Kevin and April Von Maxey. Both have been dedicated coaches for close to 20 years and have led their teams to numerous district and state championships.

State Roster:

Girls Varsity - State Champions

Laken Hartley
Alice Ilea
Lindsey Mishler
Jimena Nava-Garcia
Arieyahna Neal
Isabella Neal
Kayla Santos

Boys Varsity - State Champions

Nicholas Alvarez
Omar Castillo
Eric Chen
Emiliano Lozano
Navid Lozano
Seth Manion
Brock Mraz

Girls JV - 6th in State

Maddison Burger
Mackenzie Crosby
Kenzie Gamble
Cordelia Garback
Airiana Graf

Boys JV - State Champions

Joel Cordero
Matthew Ellababedi
Edward Finley
Alejandro Hernandez
Jonathan Kelley

Lilliana Gutfreind
Meadow Sadlemire
Naomi Seabury
Londynn Small
Chloe Walker
Farren White
Azaria Wilson

Dylan Leavitt
Ashton Lynch
Emmitt Maldonado
Jonah Marengo
Ryan McCarthy
Jonah Myers
Jakob Pluth
Benjamin Rios
Carter Severinsen
Jeycob Torres
Angel Vargas
Jeremiah William

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
11/20/2024**

AGENDA TAB NO.: 8

SUBJECT TITLE: GFOA Distinguished Budget Award (Mayor)

OBJECTIVE:

Present award for the Government Finance Officers Association Distinguished Budget Presentation Award for the Fiscal Year 2024 Adopted Budget.

SUMMARY:

The "Distinguished Budget Presentation Award" has been awarded to the City of Tavares by the Government Finance Officers Association of the United States for the Fiscal Year 2024 Adopted Budget.

The award reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. To receive the budget award, the budget document had to satisfy nationally recognized guidelines for an effective budget presentation. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement for the city.

OPTIONS:

N/A

STAFF RECOMMENDATION:

Request that the Mayor present The Distinguished Budget Presentation Award to the City Administrator, Finance Director, and Finance Staff.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Result Letter - Awarded
2. Budget Award
3. Press Release

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 9

SUBJECT TITLE: Approval of the October 16, 2024, City Council Meeting Minutes (City Clerk)

OBJECTIVE:

For the Council to consider approval of the October 16, 2024, City Council meeting minutes.

SUMMARY:

Attached are the October 16, 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. 10-16-2024 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
OCTOBER 16, 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 Marc E. Kappel, Faith Lutheran Church

Pastor Marc E. Kappel, Faith Lutheran Church, provided the invocation and led those present in the Pledge of Allegiance.

Mayor Grenier thanked Mr. Drury, the Department Directors, and the Staff for their preparedness, response, and recovery during Hurricane Milton. He said each department worked together, and the Council and Citizens were grateful for their dedication and response. He thanked Mr. Drury and Mr. O'Keefe for constant updates throughout the storm.

III. APPROVAL OF AGENDA

Mayor Grenier asked if there were any changes to the Agenda. Mr. Drury said staff had no changes. Mr. Drury thanked Mayor Grenier for his kind words on behalf of the entire Tavares Team.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – World Polio Day

Mayor Grenier asked the Council if they wished to move forward with the World Polio Day Proclamation.

There was a consensus from the Council to approve the Proclamation.

Mayor Grenier read a Proclamation in its entirety recognizing October 24, 2024, as "World Polio Day."

Mr. Jim Dickerson, President of Rotary Club Golden Triangle, thanked the Council for declaring October 24, 2024, "World Polio Day." He provided historical background information on the Rotary Club organization and the eradication of polio worldwide. He said Rotary was a 'Service Before Self' organization with 1.4 million members in 122 countries. He encouraged those present to participate in an upcoming Tri-City Food Drive.

Mayor Grenier presented the Proclamation to Mr. Dickerson.

Tab 3. Community Grant Award Update

Debi Weinert, Executive Director of Triangle Community Alliance, said the City's response to Hurricane Milton was amazing. She made a presentation on the

expenditure of \$500 in Community Grant Funds awarded by the City Council in Fiscal Year 2023-2024. Ms. Weinert noted that 71 Tavares children received a book monthly from the Dollywood Foundation, and the grant was funding 19 children.

Mayor Grenier asked for comments from the Council.

Vice Mayor Gamble thanked Ms. Weinert for the report and said it reflected the grant funding was well used.

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

Attorney Holt 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 ordinances by title only:

RESOLUTION 2024-24

A RESOLUTION OF CITY OF TAVARES, FLORIDA; AUTHORIZING THE APPLICATION FOR PUBLIC ASSISTANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY THROUGH THE FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT FOR ASSISTANCE RELATED TO THE TROPICAL STORM/HURRICANE MILTON EMERGENCY; AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE DOCUMENTS RELATED TO FEDERAL PUBLIC ASSISTANCE FOR THE EMERGENCY; 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. There were no requests.

MOTION

Lori Pfister moved to approve the Consent Agenda [Tab 4. Approval of the September 18, 2024, City Council Meeting Minutes; and Tab 5. Release of Mineral Rights for Fred Stover Field], seconded by Sandy Gamble. The motion carried unanimously 5-0.

Tab 4. Approval of the September 18, 2024, City Council Meeting Minutes

Approved on the Consent Agenda.

Tab 5. Release of Mineral Rights for Fred Stover Field

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 6. Resolution 2024-24 – Authorization to Apply for Public Assistance for Hurricane Milton

Ms. Houghton made the following presentation:

On October 5, 2024, Ron DeSantis, Governor of Florida, issued Executive Order Number 24-214 declaring a State of Emergency for Brevard, Broward, Charlotte, Citrus, Collier, DeSoto, Flagler, Glades, Hardee, Hendry, Hernando, Highlands, Hillsborough, Indian River, Lake, Lee, Manatee, Marion, Martin, Miami-Dade, Monroe, Okeechobee, Orange, Osceola, Palm Beach, Pasco, Pinellas, Polk, Putnam, Sarasota, Seminole, St. Johns, St. Lucie, Sumter, and Volusia counties., due to the expected impact of Tropical Storm Milton, now known as Hurricane Milton to the State of Florida, and,

On October 6, 2024, in response to an increased threat of risk to the Florida Peninsula from Tropical Storm/Hurricane Milton, Ron DeSantis, Governor of Florida, issued Executive Order 24-215 amending his Executive Order stating that because weather conditions were projected to constitute a major disaster, the Governor declared that a state of emergency exists in the State of Florida. Amended Executive Order states that the Governor declares that a state of emergency exists in Alachua, Baker, Bradford, Brevard, Broward, Charlotte, Citrus, Collier, Columbia, DeSoto, Dixie, Flagler, Gilchrist, Glades, Hamilton, Hardee, Hendry, Hernando, Highlands, Hillsborough, Indian River, Lafayette, Lake, Lee, Levy, Madison, Manatee, Marion, Martin, Miami-Dade, Monroe, Nassau, Okeechobee, Orange, Osceola, Palm Beach, Pasco, Pinellas, Polk, Putnam, Sarasota, Seminole, St. Johns, St. Lucie, Sumter, Suwanee, Taylor, Union and Volusia counties.

Chapter 252, Florida Statutes, Emergency Management provides for Local Emergencies; and Lake County was included under a State of Emergency by Governor DeSantis Executive Order Number 24-214, and the amended Executive Order Number 24-215.

On October 7, 2024, President Biden issued a Presidential Disaster Declaration, “declaring that an emergency exists in the State of Florida and ordered Federal Assistance to supplement State, tribal, and local response efforts due to the emergency conditions resulting from Hurricane Milton beginning on October 5, 2024, and continuing.” The Declaration states “Public Assistance (Category B) emergency protective measures, including direct Federal assistance, will be provided at 75 percent Federal funding for the counties of Brevard, Broward, Charlotte, Citrus, Collier, Desoto, Dixie, Flager, Glades, Hardee, Hendry,

Hernando, Highlands, Hillsborough, Indian River, Lake, Lee, Levy, Manatee, Marion, Martin, Miami-Dade, Monroe, Okeechobee, Orange, Osceola, Palm Beach, Pasco, Pinellas, Polk, Putnam, Sarasota, Seminole, St. Johns, St. Lucie, Sumter, and Volusia.”

The City of Tavares will be eligible to recover costs related to the disaster through Federal Public Assistance, FEMA, Category B expenditures at 75% beginning on October 5, 2024.

Resolution 2024-24 provides authorization for the City Administrator to make application for Federal Public Assistance for eligible Hurricane Milton Disaster related expenditures. Resolution 2024-24 also provides authorization for the City Administrator to execute agreements and contracts related to and required by application for Federal Public Assistance.

Staff recommends Option 1, for the Council to approve Resolution 2024-24 authorizing the City Administrator to apply for Federal Public Assistance related to Hurricane Milton, and execute all documents related to and required by the application for Federal Public Assistance for Hurricane Milton.

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

MOTION

Sandy Gamble moved to approve Resolution 2024-24, seconded by Walter Price. The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 7. Mayor's Youth Council Update and Council Pairing

Mr. Drury made the following presentation:

Tavares High School has completed its competitive selection process. Seven students applied to the program, and five students have been chosen to participate in the 2024-2025 Mayor's Youth Council. Each Council member has been provided with student letters for pairing consideration. Copies of the letters will also be placed in the Council's dais folders at the meeting. The Mayor's Youth Council is an introductory program for local government.

Tavares High School has selected the following five (5) students:

- *Kane Rogers Buigas*
- *Mitchell Garcia*
- *Anderson Fish*
- *Alyssa Liddy*
- *Kelly Lopez*

In addition, Tavares High School requested an amendment to the syllabus reducing the number of required Council functions outside normal meetings, like ribbon cuttings, Chamber luncheons, or groundbreaking ceremonies, from four (4) to two (2). Staff is in support of this request and is asking the Council to approve the amended syllabus (see attached syllabus) and complete the pairing process.

Staff recommended Option 1, for the Council to receive an update on the Mayor's Youth Council, discuss and pair the students, and approve the amended syllabus.

Mr. Drury invited each member of the Mayor's Youth Council to the dais and asked them to answer the following two questions:

1. What do you like most about the City of Tavares?
2. What do you hope to get from the Mayor's Youth Council program?

Kane Rogers Buigas said what he likes most about Tavares is the City is filled with caring people. He hoped to gain more knowledge of local government and its processes through the program.

Mitchell Garcia enjoys the tight-knit community the City provides, where people help each other. He would like to learn how local government works and contributes to creating a better place for people to live.

Anderson Fish said Tavares is filled with thinkers who grow and prepare for the future. He said he was proud to be a part of the City and would like to understand how it works better.

Allyssa Liddy said she was most interested in getting to know everyone. She said Tavares was a small community where you can learn its inner workings.

Mr. Drury noted Kelly Lopez was not in attendance.

A discussion was held, and the following pairings were made by Council seat numbers from 1 to 5 and the order in which the Mayor's Youth Council members were listed in the agenda.

- Kane Rogers Buigas – Mayor Grenier
- Mitchell Garcia – Vice Mayor Gamble
- Anderson Fish – Council Member Price
- Alyssa Liddy – Council Member Singer
- Kelly Lopez – Council Member Pfister

Mr. Drury said the Mayor's Youth Council members would be provided information and instruction through their Principal, including the syllabus. He said the City Clerk would provide a copy of the City Charter, which lays out how the City works, including how the Council is elected and the responsibilities of the City. Mr. Drury said the members' goal was to get a copy of the City Charter, read it, comprehend it, and write a high-level report on the City Charter. He said the members should take their report to their next meeting and provide it to their paired Council member. Mr. Drury asked the Mayor's Youth Council members if they had any questions. There were none.

Mr. Drury said he was proud of the students who signed up for the program and noted they would learn much about municipal government.

Council Member Singer said the Mayor's Youth Council was a great program and was glad it was resurrected. He congratulated the students, thanked them for their interest, and commended them for speaking fluently before the audience.

Mayor Grenier said the students had great answers and spoke fluently. He appreciated that the students loved their community.

Tab 8. Hurricane Milton Update

Mr. O'Keefe provided an update and PowerPoint presentation on Hurricane Milton, including each storm phase from first actions and response to debris clean-up. He noted that 8,200 sandbags were provided to the citizens, and the County and City Emergency Operation Centers (EOC) were staffed throughout the storm.

Mr. O'Keefe thanked the Council, Mr. Drury, the Department Directors, and the Emergency Management Team for their assistance and support.

Mr. Drury thanked the Council for their close communication throughout the storm event as they provided issues reported by their constituents that were pushed out to the first responders. He said Mayor Grenier assisted him in conducting a windshield assessment and assisted at the City EOC. He noted that each Council member had previously served in that capacity and appreciated the task. Mr. Drury said each Department assisted in preparation and recovery efforts, and every employee came to the table to get the City up, open, and operational. He thanked Mr. O'Keefe for being the point person throughout the storm and the Citizens for their patience, support, and rowing with the City Staff. When it was time to clean up, he witnessed neighbors helping neighbors. Mr. Drury noted it would take weeks to pick up all the debris on the side of the road.

Mayor Grenier commended Mr. O'Keefe for his efforts. He said the Citizens were outstanding and worked together to clean up the debris.

Council Member Singer thanked Mr. Drury and said he had amassed a fantastic team. He thanked Mr. O'Keefe and the Department Directors for their efforts. He said the Citizens do not realize what happens behind the scenes and that Tavares was fortunate for its staff.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

Gary Santoro, Royal Harbor, said Tavares had the best staff, and under the leadership of Mr. Drury, the city continues to amaze its citizens. He and his wife enjoyed participating in the Police Citizens Academy. He thanked Chief Coursey and said the Tavares Police Department, Staff, and the department exceeded his expectations.

TJ Fish, Juniper Court, Tavares, thanked the Council and Mr. Drury for reestablishing the Mayor's Youth Council program.

XIV. REPORTS

Tab 9. City Administrator Report

Chief Coursey thanked Mr. Santoro for his kind words.

Mr. Tweedie said the 6th Annual Roctoberfest event would be held Saturday, October 19, 2024, from 11:00 a.m. to 10:00 p.m. in Wooton Park. He said food and vendors would be highlighted.

Mr. Dillon said it was an honor to dedicate the new Public Works Operations Center on October 4, 2024. He said the project was completed due to the support of the Council, community, and Leadership team.

Mayor Grenier commended Mr. Dillon on his efforts. He said Mr. Dillon worked on the project diligently daily, traveled to Tallahassee to seek funding sources, and fostered a partnership with Lake Technical College. Mayor Grenier said the facility accommodates the Public Works Department and the Community by keeping the City's infrastructure running smoothly.

Mr. Dillon thanked Council Members Pfister and Price for attending a recent America in Bloom Symposium. He said the City won an award for the 'Coolest Place for Kids.' Mr. O'Keefe thanked the Council for their hurricane Milton update comments, and the Department Directors for their storm assistance.

Mr. Aldrich said the Annual Boo! Festival would be held on Friday, October 25, 2024, in downtown Tavares. The family-friendly event would feature a Trunk or Treat, live music, food vendors, and a costume contest.

Mr. Drury asked Mr. Aldrich how many hours he had worked at the Lake County Emergency Operations Center during Hurricane Milton. Mr. Aldrich said 33 hours.

Mr. Fabre noted no fees would be assessed for hurricane-damaged trees, fences, or roof permits.

Tab 10. City Council Member Reports

Council Member Pfister

Council Member Pfister said the America in Bloom program had gotten more competitive, and she would like to agendize a discussion to invest in and grow the program in Tavares. She said the discussion would include where the City wants to take the program and additional financial commitment to be a contender.

Council Member Pfister said she and her grandchildren enjoyed fall baseball and the STEAM programs.

Council Member Pfister said she enjoyed the Public Works Facility ribbon-cutting event. She commended the partnership with Lake Technical College in the state and the facility would provide employment opportunities. Council Member Pfister said Mr. Drury was a great motivator with an amazing team. She thanked Mr. Drury for keeping her updated throughout Hurricane Milton.

Council Member Pfister commended Chief Coursey and said she received great comments about the Citizens Police Academy.

Council Member Price

Council Member Price thanked Mr. Drury, the Department Directors, employees, and citizens for their efforts during Hurricane Milton. He said some citizens had difficulty maneuvering heavy sandbags, and seeing neighbors assisting others was incredible. Council Member Price suggested a rack and cone system to expedite filling sandbags.

Council Member Price said he attended the America in Bloom Symposium, where they visited blighted areas that were renewed. He suggested that the City designate an official flower for Tavares that would match the logo colors to help build a sense of community and unity. He said the City received two awards: Coolest Place for Kids and Overall Best Impression.

Council Member Price said he attended the Public Works Facility ribbon-cutting event. He said it was a unique facility with dual programs, including the City's Public Works

and a diesel mechanics and mechanics school. He said a time capsule was installed that would be open in 50 years and suggested a picture be placed in the capsule as the area would look different over time.

Council Member Singer

Council Member Singer thanked the residents and community for their support. He thanked Mr. Dillon for his efforts at the Public Works ribbon-cutting event. He congratulated the City on the America in Bloom awards.

Vice Mayor Gamble

Vice Mayor Gamble commended the city employees for their efforts during Hurricane Milton.

Vice Mayor Gamble asked if new subdivisions were required to install underground electric services. Mr. Fabre confirmed.

Vice Mayor Gamble commended Mr. Dillon on his efforts in the partnership with Lake Technical College and project funding.

Mayor Grenier

Mayor Grenier said Tavares was a wonderful and great community where he was grateful to live.

XV. ADJOURNMENT

There was no further business, and Mayor Grenier adjourned the meeting at 5:23 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 10

SUBJECT TITLE: Pisgah Grove (FKA: Eagle Homes at Tavares) - Minor Plat (Community Development)

OBJECTIVE:

To approve the Minor Plat for the Pisgah Grove Subdivision (FKA: Eagle Homes at Tavares).

SUMMARY:

Pisgah Grove (FKA: Eagle Homes at Tavares) is a proposed residential subdivision located on the east side of N. Joanna Avenue, and the west side of N. New Hampshire Avenue. The subdivision is approximately 1.19 acres in size and consists of five (5) lots for single family dwellings as permitted under the current zoning of Residential Single Family (RSF-1). Each residential lot consists of approximately 10,350 sq. ft. of lot area.

Existing city infrastructure is adjacent to the property, and all homes constructed will be required to connect to city utility services. This Minor Plat has been reviewed by city staff and meets the requirements of the City of Tavares Land Development Regulations and the City of Tavares Comprehensive Plan. This residential project is supported by the infill action strategy of the adopted Downtown Tavares Master Plan.

OPTIONS:

1. City Council approves the Minor Plat for the Pisgah Grove Subdivision.
2. City Council denies the Minor Plat.

STAFF RECOMMENDATION:

Staff recommends that City Council moves to approve the Minor Plat for the Pisgah Grove Subdivision.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Minor Plat
2. Title of Opinion

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 11

SUBJECT TITLE: Resolution 2024-22 – Ellrodt James D Trustee – Request to Vacate a 16-foot-wide Right-of-Way Alleyway Located at 118 Ingraham Avenue (Community Development)

OBJECTIVE:

To consider the vacation of an unnamed unimproved 16-foot-wide alleyway located at 118 Ingraham Avenue more particularly described as, lying between Lots D, E, F, L, M and N in Block 70 of Tavares Improvement Company's Subdivision, as recorded in Plat Book 4, Page 39, Public Records of Lake County.

SUMMARY:

This is a request to vacate a platted undeveloped alleyway lying adjacent to the property located at 118 Ingraham Avenue, Tavares, Florida 32778. The current adjacent property owner is petitioning to vacate an existing alleyway since it is undeveloped and not practical as a future right-of-way.

City staff reviewed the vacate request and determined no conflicts in the vacation regarding drainage, utilities, health, safety, or welfare of the Public. As a result, this official vacation will remove the city's public interest in this land.

OPTIONS:

1. That the City Council moves to approve Resolution 2024-22 vacation of right-of-way located at 118 Ingraham Avenue more particularly described as, lying between Lots D, E, F, L, M and N in Block 70 of Tavares Improvement Company's Subdivision, as recorded in Plat Book 4, Page 39, Public Records of Lake County.
2. That the City Council moves to recommend denial of Resolution 2024-22.

STAFF RECOMMENDATION:

On October 17, 2024, the Planning & Zoning Advisory Board met and voted unanimously (6-0) to recommend approval of Resolution 2024-22 as presented.

Staff recommends that the City Council moves to approve Resolution 2024-22 vacation of an undeveloped alleyway located at 118 Ingraham Avenue more particularly described as, lying between Lots D, E, F, L, M and N in Block 70 of Tavares Improvement Company's Subdivision, as recorded in Plat Book 4, Page 39, Public Records of Lake County.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2024-22
2. Location Map
3. Aerial Map
4. Newspaper Ad

RESOLUTION 2024-22

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA, TO VACATE A PORTION OF A 16.00-FOOT WIDE ALLEY RIGHT-OF-WAY LOCATED AT 118 INGRAHAM AVENUE TAVARES, FL 32778, LYING BETWEEN LOTS D, E, F, L, M AND N BLOCK 70 OF TAVARES IMPROVEMENT COMPANY AS RECORDED IN PLAT BOOK 4, PAGE 39, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of property located at 118 Ingraham Avenue, 111 S. Lake Avenue and 117 S. Lake Avenue has petitioned for a vacation of said alley right-of-way; and,

WHEREAS the portion of the alley right-of-way described in Exhibit "A" is no longer practical as right-of-way; and,

WHEREAS this proposed vacate will remove the City's public interest in this property; and,

WHEREAS the petition to vacate said alley right-of-way has been duly noticed as required by law; and,

WHEREAS the abutting property owners have been notified per the requirements of the City of Tavares Land Development Regulations; and,

WHEREAS, the City of Tavares has reviewed the vacate request and determined no conflicts in the vacation with regard to drainage, utilities, health, safety, or welfare.

NOW, THEREFORE, be it resolved by the City Council of the City of Tavares, Florida as follows:

The City of Tavares hereby vacates any and all interest in the aforesaid alley right-of-way, as described in Exhibit "A", attached hereto and made part of this resolution.

PASSED AND RESOLVED this ____ day of ____, 2024 by the Tavares City Council.

Bob Grenier, Mayor
Tavares City Council

ATTEST

Susie Novack, City Clerk

Approved as to form and legality:

Lindsay C. T. Holt, City Attorney

Exhibit "A"
(Legal Description)

LEGAL DESCRIPTION:

THE ENTIRE ALLY LYING BETWEEN LOTS D, E, F, L, M AND N BLOCK 70 IN THE CITY OF TAVARES, FLORIDA, ACCODING TO THE PLAT OF THE TAVARES IMPROVEMENT COMPANY'S SUBDIVISION, RECORDED IN PLAT BOOK 4, PAGE 39, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

BOUNDARY SURVEY

GRAPHIC SCALE

20 0 10 20
(IN FEET)
1 inch = 20 ft.

CONCRETE SIDEWALK

CONCRETE SIDEWALK

W RUBY STREET

DESCRIPTION:
THE ENTIRE ALLY LYING BETWEEN LOTS D, E, F, L, M AND N IN BLOCK 70 IN THE CITY OF TAVARES, FLORIDA, ACCORDING TO THE PLAT OF THE TAVARES IMPROVEMENT COMPANY, RECORDED IN PLAT BOOK 4, PAGE 39, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

SURVEYORS CERTIFICATION: I HEREBY CERTIFY TO:
JAMES D. ELLROD
THAT THE BOUNDARY SURVEY, AS REFLECTED HEREON, WAS PERFORMED UNDER MY RESPONSIBLE SUPERVISION AND DIRECTION, AND MEETS THE MINIMUM TECHNICAL STANDARDS RULE SJ-17.052.

NOTES:

- 1) SURVEY WAS COMPLETED IN THE FIELD JULY 16, 2024
- 2) BEARINGS ARE BASED ON THE WEST RIGHT OF WAY OF INGRAHAM AVENUE, AS BEING N01°31'23"E
- 3) UNLESS IT BEARS THE SIGNATURE AND ORIGINAL RAISED SEAL OF FLORIDA LICENSED SURVEYOR AND MAPPER, THIS SURVEY IS FOR INFORMATIONAL PURPOSE ONLY AND IS NOT VALID.
- 4) LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR EASEMENTS, RIGHT OF WAY, OWNERSHIP OR OTHER MATTERS OF RECORD BY THIS FIRM.

LEGEND:
ID = IDENTIFICATION
LS = LAND SURVEYOR
F = FIELD MEASUREMENT
P = PLAT DIMENSION
C = CONCRETE

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Page 34 of 49

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 12

SUBJECT TITLE: Resolution 2024-25 - Amendment 1 to SRF Loan DW350981 - Lake Hermosa/Avalon Park Construction Loan for Booster Pump Project (Finance)

OBJECTIVE:

Request Council to approve Resolution 2024-25 and authorize the Mayor to execute Amendment 1 for State Revolving Loan DW350981 with the Florida Department of Environmental Protection (FDEP) for the Lake Hermosa Booster Pump Project and Water Treatment Plant Expansion Construction Activities.

SUMMARY:

Previously, the City Council authorized acceptance of a State Revolving Loan for the **design** of the Lake Hermosa Booster Pump Project, SRF Loan DW350980. The loan document was executed on July 15, 2021. The disbursable amount of the loan for design activities was \$327,059.

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 **construction** activities for 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 Plant Expansion.

On June 21, 2023, the City Council adopted Resolution 2023-08, authorizing an application to the Florida Department of Environmental Protection for a State Revolving Loan for construction activities for the Lake Hermosa Booster Pump project.

On October 4, 2023, the City Council adopted Resolution 2023-21 authorizing SRF Loan Agreement DW350981 which provided financing for Lake Hermosa Region Booster Pump Station construction activities in the amount of \$7,235,190 with \$5,788,152 designated for loan repayment and \$1,447,038 designated for principal loan forgiveness. The loan was executed on October 6, 2023.

On June 18, 2024, State Revolving Loan Fund Program approved the low bid from L7 Construction for the Lake Hermosa Booster Pump Construction Project in the amount of \$10,357,000 and authorized the City of Tavares to award the contract.

On July 17, 2024, the City Council authorized awarding the construction contract to L7 Construction in the amount of \$10,357,000 contingent upon receiving additional SRF financing for the project (loan amendment).

On October 21, 2024, the SRF provided Amendment One (1) to the City's State Revolving Fund loan agreement DW350981. The Amendment provides an additional \$4,030,835 for the project. Details of the loan terms with changes are as follows:

- Construction and Demolition - ~~\$6,292,900~~ \$10,357,000
- Contingencies - ~~\$629,290~~ \$517,850
- Technical Services After Bid Opening - ~~\$313,000~~ \$391,175
- Disbursable Amount: ~~\$7,235,190~~ \$11,266,025
- Principal Forgiveness \$1,447,038
- Loan Amount: ~~\$5,788,152~~ \$9,818,987
- Capitalized Interest ~~\$65,700~~ \$112,700
- Projected Completion is scheduled for ~~October 15, 2025~~, April 15, 2026
- Monthly Loan Debt Service Account with Monthly Deposits to be established no later than ~~October 15, 2025~~ April 15, 2026
- First Semiannual Loan Payment in the amount of \$283,854 shall be due ~~April 15, 2026~~ October 15, 2026
- Loan Interest Rate 1.11 per Annum
- Loan Term is 20 years
- Section 10.08 Special Conditions: Certified Copy of the Adopted Resolution, Legal Opinion, and completed Federal Funding Accountability Transparency Act Form

Staff has reviewed the loan document and recommends approval.

OPTIONS:

1. **Move to approve Resolution No. 2024-25 which authorizes** the Mayor to execute State Revolving Loan DW350981 Amendment One (1) with FDEP to increase financing for the Lake Hermosa Booster Pump Project Construction Project.
2. **Do not approve**

STAFF RECOMMENDATION:

1. **Option 1. Move to approve Resolution No. 2024-25 which authorizes** the Mayor to execute State Revolving Loan DW350981 Amendment One (1) with FDEP to increase financing for the Lake Hermosa Booster Pump Project Construction.

FISCAL IMPACT:

Loan Repayments will not impact Fiscal Year 2025 as Loan Repayment deposits do not begin until Fiscal Year 2026

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Res 2024-25 - Lake Hermosa Construction Loan SRF DW350981 Amendment 1_Resolution_Ih_V2
2. City of Tavares DW350981 Amendment 1 - Increase
3. Lake Hermosa Region Booster Pump Station Project - Amendment 1 - Const Loan DW350981 - Legal Opinion Letter 10222024
4. Email from Damian Amuso_FDEP_SRF DW350981 Amend 1_10212024 via email

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 13

SUBJECT TITLE: Resolution 2024-26 - Final Budget Amendment for FY2024 (Finance)

OBJECTIVE:

To approve Resolution 2024-26, amending the Fiscal Year 2023-2024 City of Tavares Annual Operating Budget.

SUMMARY:

The attached resolution represents increases and/or decreases to the Adopted Budget for Fiscal Year 2024. Appropriation increases represent capital projects, ARPA 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 2023-2024.

OPTIONS:

Option 1: Approve Resolution 2024-26 amending the FY 2023-2024 City of Tavares Annual Operating Budget.

Option 2: Do not approve Resolution 2024-26.

STAFF RECOMMENDATION:

Move to approve Resolution 2024-26, amending the Fiscal Year 2023-2024 City of Tavares Annual Operating Budget.

FISCAL IMPACT:

Estimated final budget amounts are included with the budget detail for this amendment.

LEGAL SUFFICIENCY:

The resolution has met legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2024-26
2. Exhibit A Resolution #2024-26 - Final Budget Amendment (FY 2024)

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 14

SUBJECT TITLE: Horizon Teams (City Administrator)

OBJECTIVE:

To Establish the 2025 Horizon Team Board Representatives

SUMMARY:

The City Administrator has identified multi-year projects that will be completed sometime in the future (Horizon Teams). He has assigned staff to these Horizon Teams to shepherd these projects through, from inception and budgeting to implementation and completion. Staff researches various aspects of the projects and brings their research to the City Administrator. The Administrator brings that research forward for the full Council's benefit and further discussion and/or action. The City Administrator invites one Council member to join the "Staff Horizon Team" and attend research meetings for those "Horizon Teams" in which the Council member has a particular interest. Below is a listing of those Horizon Teams, their current status (Active or Complete) for this past year (2024), the associated assigned staff and Council member. Note: There are two VACANT opportunities for the Council to consider joining. The Council is provided an opportunity to change representation on those teams listed below.

**Current Active Horizon Teams
(Council Member Liaison/Lead Staffer)
Current 2024**

1. Tavares to Mount Dora Rails to Trails (T. Singer/J. Dillon)
2. Central Lake Regional Park E. Campus Partnership (L. Pfister/J. Drury/Aldrich)
3. Central Lake Regional Park W. Campus Partnership (S. Gamble/ J. Drury/S. Aldrich)
4. Preservation of History (Bob Grenier/J. Drury/S. Aldrich/D. Blaise)
5. N/S City Gateways – St Clair and Sinclair (W. Price/J. Dillon)
6. Economic Development (Lori Pfister/B. Tweedie)
7. West Main Street Gateway (S. Gamble/J. Dillon)
8. S.R. 19/561 and 448 Corridors (W. Price/A. Fabre)
9. Old 441 Corridor (T. Singer/A. Fabre)

10. Fairgrounds (L Pfister/J Drury/B Tweedie/P Clark/J Dillon)

11. Sister City Program (L. Pfister/J. Drury)

12. Parking Garage (VACANT/James Dillion)

13. America In Bloom (VACANT/James Dillion)

COMPLETED IN 2024

Public Works Complex (Bob Grenier/J. Dillon) - **COMPLETE**

1. Wooton Wonderland Rebuild (T. Singer/J. Dillon) – **COMPLETE**

2. Fred Stover Fields Transition (S. Gamble/S. Aldrich) – **COMPLETE**

3. Waterfront Park-Naming Horizon Team (L. Pfister/J. Drury) - **COMPLETE**

OPTIONS:

1. Discuss representation on the Staff Horizon Teams
2. Receive the information and discuss at the next meeting.

STAFF RECOMMENDATION:

Discuss representation on Horizon Teams

FISCAL IMPACT:

Some meetings may have incidental costs associated with them or require trips to Deland (FDOT District 5), Orlando (DEP) or Tallahassee (Governor and State Legislature). Costs greater than incidental are budgeted in the City budget.

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
11/20/2024**

AGENDA TAB NO.: 15

SUBJECT TITLE: Board Representatives (City Administrator)

OBJECTIVE:

To Discuss the 2025 Board Representation

SUMMARY:

Below is a listing of the 2024 Board Representation. An opportunity is provided for the Council to discuss their representation to those Boards and make any changes so desired.

Board Representatives

B.E.T.T.E.R. Tavares Race Relations Group: (T. Singer, Alternate S. Gamble/J. Drury/S. Coursey)

Florida League of Cities Legislative Committees:

Environment & Energy Council (P. Clark)
Transportation & Intergovernmental (A. Fabre)
Finance & Taxation (L. Houghton)

Lake Community Action Agency – Donna L. Klinger Bonifacio

Lake County Library Advisory Board (3rd Thursday at 5 p.m.): (Norma Emerson (exp 02-28-2026)/Debbie Weinert - Alternate (exp 02-26-2026) – Appointed 04-06-2022)

Lake County Arts and Cultural Alliance: (City Representative - Iliana Buigas/Alternate Erika Buigas appointed 03-15-2023)

Lake County League of Cities (2nd Friday at 11:30 a.m.): (S. Gamble/Alternate T. Singer)

Lake County League of Cities Solid Waste Advisory Committee: (L. Houghton)

Lake County Water Alliance Technical Committee: (P. Clark)

Lake Sumter Metropolitan Planning Organization Governing Board Member: (S. Gamble/Alternate W. Price)

Lake Sumter Metropolitan Planning Organization Technical Advisory Committee: (A. Fabre)

Lake Sumter Metropolitan Planning Organization Community Advisory Committee: (T.J. Fish)

YMCA Golden Triangle Advisory Board: (John Drury & P. Clark & S. Coursey)

Tavares Chamber of Commerce: (T. Singer/B. Tweedie)

School Concurrency Committee Annual Meeting: (Sandy Gamble)

School Concurrency Technical Advisory Committee: (A. Fabre)

OPTIONS:

- 1) Keep representation the same
- 2) Make Changes
- 3) Bring back to a future meeting

STAFF RECOMMENDATION:

Discuss and advise accordingly on any changes

FISCAL IMPACT:

Deminimus

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
11/20/2024**

AGENDA TAB NO.: 16

SUBJECT TITLE: Board Appointments to the Tavares Library Advisory Board, Tavares Police Pension Board, and Tavares Firefighters Pension Board (Mayor)

OBJECTIVE:

For the Mayor to recommend and the Council to ratify a City representative(s) to the Tavares Library Advisory Board, Tavares Police Pension Board, and Tavares Firefighters Pension Board.

SUMMARY:

Below are the vacant or expiring seats to the Tavares Library Advisory Board, Tavares Police Pension Board, and Tavares Firefighters Pension Board. The Board openings have been advertised in the Daily Commercial and City website.

Tavares Library Advisory Board: (2 year terms)

There is currently one open seat on the Tavares Library Board for the remainder of a term expiring June 2025. The City has received two new applications for appointment:

- Lawrence E. Ross submitted a new application.
- Revae Hughley submitted a new application

Tavares Police Pension Board: (2 year terms)

There are currently two open or expiring Council-appointed seats on the Police Pension Board. One seat is for a two-year term from November 2024-2026, and one seat is for the remainder of a term expiring in November 2025. The City has received the following request for reappointment:

- Arthur VanDerStyf currently holds a Council-appointed position and has requested a reappointment. No new applications were received.

If Mr. VanDerStyf is reappointed for a two-year term, one Council-appointed seat would remain open for a term expiring November 2025, and staff would continue to advertise the position.

The Police Officers are in the process of electing their representative seat to the Board, which will come back at a later date for ratification by the Council.

Tavares Firefighters Pension Board: (4 year terms)

There is currently one expiring seat on the Tavares Firefighters Pension Board. The seat is for a four-year term expiring November 2028. The City has received the following request for reappointment:

- Jim Sweezea currently holds a Council-appointed position and has requested a reappointment. No new applications were received.

The Firefighters are in the process of electing their representative seat to the Board, which will come back at a later date for ratification by the Council.

OPTIONS:

1. For the Mayor to make recommendations to the Boards and the Council to ratify the appointments.
2. Do not make appointments.

STAFF RECOMMENDATION:

Option 1, for the Mayor to make recommendations to the Boards and the Council to ratify the appointments.

FISCAL IMPACT:

Minimal advertising costs to the Daily Commercial.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Larry Ross Library Board Application
2. Ravae Hughley Library Board Application
3. Police and Firefighter Pension Board Re-Appointment Requests
4. Art Vanderstuyf Police Pension Board Reappointment Request

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 17

SUBJECT TITLE: Splash Park Rehabilitation, Phase 2 (Economic Development)

OBJECTIVE:

For Council to approve funding for the phase 2 rehabilitation of the Tavares Children's Splash Park and provide authorization for the City Administrator to execute a contract with Aquamarine for construction in the amount of \$588,846.

SUMMARY:

The Tavares Splash Park at the Wooton Park waterfront has been in operation since 2010 and is a prominent iconic feature of the City's spirit and brand and is an extremely popular and well-visited attraction for local families and visitors alike. Recently, phase 1 of a 2 phase restoration program was completed in the spring of 2024. Phase 1 was a "face lift" to the park, including replacement of the floor surface pad, rehabilitation of some existing water features and replacement of others and was a combined scope of work with the reconstruction of Wooton Wonderland and the adjacent playground/splash park picnic/plaza area. After the approximately 18 month playground/splash park rehabilitation project was completed, the splash park re-opened in May of this year.

Unfortunately, there were numerous closures over this past summer due to outages of the "internal" pumps, plumbing and sanitization components, which required constant maintenance and repair. This is due to the age of the equipment and constant wear and tear due to the elements and the operating environment. The City Utilities Department team who monitor the water quality, maintain and repair the sanitization water circulatory system have done an outstanding job of keeping it operational and safe for all to use, however at 14 years of age, the system has reached the end of its useful life. The system needs to be replaced with new, modern, more efficient and automated and more reliable equipment.

The Utilities Department Director and staff, working with the Waterfront Operations Team of the Economic Development Department, have researched options, solicited information and quotes from numerous vendors and toured several similar public-use splash parks throughout the State of Florida and determined that the best option is a full replacement of all existing equipment. Through this process they have obtained the attached proposal from Aquamarine, including a detailed description of the scope of work and cost to provide a complete system replacement. The firm is well qualified and capable of performing the work and committed to completing the project in time to open for the 2025 summer season.

Previously, the Utility Fund effected an internal loan to the General Fund for the City to purchase the Tavares Square/Clerk Property in the amount of \$1M. Recently, the General Fund sold the Tavares Square/Clerk property for \$1,100,000. In lieu of repayment of \$485,000 of the internal loan from the sale proceeds, Council may consider forgiveness of \$485,000 of the internal loan amount to fund the project. There are sufficient reserves in the Infrastructure Sales Tax Fund to fund the remaining project costs in the amount of \$203,846.

OPTIONS:

1. **Move to approve** the allocation of \$485,000 from Tavares Square Sale Proceeds, authorizes Partial Internal Loan Forgiveness, and \$203,846 from Infrastructure Sales Tax Reserves to provide the funding for the amount of \$588,846 for construction and \$100,000 for contingency and authorize the execution of a contract with Aquamarine for the scope of work provided to complete the project.

2. **Do not move to approve** the allocation of \$485,000 from Tavares Square Proceeds, authorizes Partial Internal Loan Forgiveness, and \$203,846 from Infrastructure Sales Tax Reserves to provide the funding for the amount of \$588,846 for construction and \$100,000 for contingency and authorize the execution of a contract with Aquamarine for the scope of work provided to complete the project.

STAFF RECOMMENDATION:

Staff recommends Option 1.

FISCAL IMPACT:

Funds from sale of Tavares Square \$485,000 (Utility Fund Internal Loan - Partial Forgiveness)
Infrastructure Sales Tax Reserves \$203,846

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares Splash Pad Equipment Compound Revovation
2. Splash Pad Job Resume as of 2024, novemeber

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 18

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

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

SUMMARY:

City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meeting	December 4, 2024, 4:00 p.m., Tavares City Council Chambers December 18, 2024, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	December 19, 2024, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	December 11, 2024, 4:00 p.m., Tavares Civic Center
Code Enforcement Special Magistrate Hearing	January 28, 2025, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Meeting	December 13, 2024, 12:00 noon, Mount Dora Golf Course, 1100 South Highland Street, Mount Dora
Lake Sumter MPO Governing Board Meeting	February 26, 2025, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	November 20, 2024, 11:30 a.m., Tavares Civic Center <i>(Meeting moved from 11/27 due to the Thanksgiving Holiday)</i>

CITY EVENTS:

The current 2024 and 2025 City Event calendars are 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 Event Calendar_Rvsd 10.23.2024
2. Tavares_2025 Event Calendar_Rvsd 10.23.2024

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
11/20/2024**

AGENDA TAB NO.: 19

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.