



**AGENDA
TAVARES CITY COUNCIL
March 5, 2025
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 Mount Dora

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Proclamation - Employee Appreciation Day (Mayor)

V. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE COMMUNICATIONS

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 3 Approval of the February 19, 2025, City Council Meeting Minutes
(City Clerk)

VIII. RESOLUTIONS

IX. ORDINANCES - PUBLIC HEARING

First Reading

Tab 4 Ordinance 2025-01 - Language Amendment to Chapter 6 of the City
of Tavares City Ordinance, "Fire Protection and Prevention" (Fire)

Second Reading

X. GENERAL GOVERNMENT

Tab 5 **Accept and Award Recommended Architect Firm for the Golden Triangle Regional Park - West Campus Design (Community Services)**

Tab 6 **Provide Draft Report and set public workshop dates for Fire, Police, Parks, and General Government Impact Fees (Finance)**

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 7 **City Administrator Report**

Tab 8 **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
3/5/2025**

AGENDA TAB NO.: 1

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

OBJECTIVE:

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

SUMMARY:

Pastor Dewey Smith, First Baptist Church of Mount 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
3/5/2025**

AGENDA TAB NO.: 2

SUBJECT TITLE: Proclamation - Employee Appreciation Day (Mayor)

OBJECTIVE:

For the Mayor to read, and the Council to adopt, a Proclamation declaring March 7, 2025, Employee Appreciation Day.

SUMMARY:

Employee Appreciation Day was created by Dr. Bob Nelson, a founding member of Recognition Professionals International in 1995, as a means of rewarding and thanking employees for their hard work and dedication to an organization. Employee Appreciation Day is held on the first Friday of March each year.

OPTIONS:

1. For the Mayor to read, and the City Council to adopt, a Proclamation declaring March 7, 2025, as Employee Appreciation Day.
2. Do not adopt the Proclamation.

STAFF RECOMMENDATION:

Option 1. For the Mayor to read, and the City Council to adopt, a Proclamation declaring March 7, 2025, as Employee Appreciation Day.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Employee Appreciation Day Proclamation 2025

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



PROCLAMATION

WHEREAS, Employee Appreciation Day was created by Dr. Bob Nelson, founding member of Recognition Professionals International, in 1995 to be held annually on the first Friday of March; and,

WHEREAS, the City of Tavares recognizes the many contributions of the dedicated individuals committed to providing valuable services and activities to the community; and,

WHEREAS, the City of Tavares employees have seen their roles expanded to match the growing needs of the community and still answer the call for efficient, effective, and responsive quality service; and,

WHEREAS, the City of Tavares employees are equipped with visionary leadership and a spirit of continuous improvement, always striving to understand customer needs, identify problems, improve processes, and measure results to enhance the quality of services provided to the public; and,

WHEREAS, these dedicated individuals endeavor daily to perform their jobs with professionalism and integrity to improve lives and help the community become a better place to live, work and play.

NOW, THEREFORE, the Tavares City Council does hereby proclaim March 7, 2025, as

EMPLOYEE APPRECIATION DAY

PASSED AND DULY ADOPTED, by the Tavares City Council on this 5th day of March 2025.

Walter B. Price, Sr., Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
3/5/2025**

AGENDA TAB NO.: 3

SUBJECT TITLE: Approval of the February 19, 2025, City Council Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the February 19, 2025, City Council meeting minutes.

SUMMARY:

Attached are the February 19, 2025, City Council meeting minutes 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. 02-19-2025 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
FEBRUARY 19, 2025 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

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

STAFF PRESENT

**John Drury, City Administrator
Lindsay Holt, City Attorney
Susie Novack, City Clerk
Antonio Fabre, 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, Support Services Director
Sarah Coursey, Police Chief
Phil Clark, Utilities Director**

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Fred Boone, Director of Pastoral Care for Waterman Village, Mount Dora

Chaplain Joshua Douglas of the Lake County Sheriff's Office provided the invocation and led those present in the Pledge of Allegiance in the absence of Pastor Fred Boone.

Mayor Price welcomed Mayor's Youth Council members Kane Rogers Buigas, Mitchell Garcia, and Kelly Lopez, shadowing their paired Council members at the dais.

III. APPROVAL OF AGENDA

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

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – Irish American Heritage Month

Mayor Price read a Proclamation dedicating March 2025 as Irish American Heritage Month in the City of Tavares.

MOTION

Sandy Gamble moved to approve the Proclamation, seconded by Bob Grenier. The motion carried unanimously 5-0.

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 and resolutions by title only:

RESOLUTION 2025-04

A RESOLUTION OF THE CITY OF TAVARES CITY COUNCIL, LAKE COUNTY, FLORIDA; AUTHORIZING THE CITY ADMINISTRATOR TO SUBMIT, IN PARTNERSHIP WITH THE BOARD OF COUNTY COMMISSIONERS OF LAKE COUNTY, FLORIDA, AND THE CITY OF MOUNT

DORA, TO SUBMIT A 2025 BETTER UTILIZING INVESTMENTS TO LEVERAGE DEVELOPMENT (BUILD) GRANT APPLICATION FOR THE WEKIVA TRAIL EXTENSION PROJECT – SEGMENT 1 AND SEGMENT 5 TO THE UNITED STATES DEPARTMENT OF TRANSPORTATION; AUTHORIZING THE CITY ADMINISTRATOR OR DESIGNEE TO EXECUTE SUPPLEMENTS TO THE APPLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Price asked if anyone wished to pull an item from the Consent Agenda for discussion. There were no requests.

MOTION

Bob Grenier moved to approve the Consent Agenda [Tab 3. Approval of the February 5, 2025, City Council Meeting Minutes], seconded by Lori Pfister. The motion carried unanimously 5-0.

Tab 3. Approval of the February 5, 2025, City Council Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab. 4. Resolution 2025-04 – BUILD GRANT

Mr. Dillon made the following presentation:

On January 15, 2025, Council approved the RASIE Grant Resolution 2025-01 for a Rails To Trails grant (The Wekiva Trail Segment 1 and 5), which authorized staff, in partnership with Lake County and City of Mount Dora, to submit to the Department of Transportation (DOT) a \$25 million 2025 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application. The application was submitted ahead of the January 21, 2025 deadline date.

On January 24, 2025, the U.S. Department of Transportation issued Amendment 1 which in essence changed the name of the grant from RAISE to the Better Utilizing Investments to Leverage Development (BUILD) Grant amongst other changes.

In light of the recent U.S. Department of Transportation amendment, it is recommended the Council approve the enclosed BUILD Resolution, which accurately reflects the name change and other associated Grant changes. The requested Grant amount of \$25 million remains the same.

Staff recommends Option 1, for the Council to move to Approve U.S. DOT Better Utilizing Investments to Leverage Development Grant Resolution No. 2025-04 for the planned Wekiva Trail Extension Project - Segment 1 and Segment 5.

Mayor Price thanked Mr. Dillon for his hard work.

MOTION

Troy Singer, moved to Approve [Accept grant name change and Resolution 2025-04], seconded by Bob Grenier. The motion carried unanimously 5-0.

Council Member Pfister said she had complete faith that Mr. Dillon would see the project through.

Council Member Gamble commended Mr. Dillon for informing the Council during his recent trip to Tallahassee. He said Mr. Dillon was an outstanding employee.

The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 5. State of the City

Mayor Price made the following presentation:

In years past, the Tavares Chamber would put on its annual Chamber GALA and invite the Mayor and City Administrator to present a State of The City address. Now that the Chamber no longer hosts a Chamber GALA, a State of The City Address has not been conducted. An opportunity is provided to discuss having the Mayor and City Administrator present a State of The City Address at a City Council meeting 1/2 way through the Fiscal Year before the budgetary process commences. Either the first or second meeting in April.

Council Member Price noted that the Tavares Chamber of Commerce indicated they would provide an opportunity for Mayor Price and Mr. Drury to give a State of the City address at the annual Chamber Gala. He asked the Council for their comments.

A discussion was held about having the State of the City address at a regular Council meeting, a stand-alone Council meeting, the Chamber of Commerce Gala, at locations other than the Council Chambers, and including the address in the City newsletter.

There was a consensus from the Council to insert the State of the City Address in the City newsletter and provide the address in person at the Tavares Chamber of Commerce Gala.

Tab 6. Strategic Growth Plan

Mr. Drury made the following presentation:

As Central Florida and Tavares continues to grow at its current pace, developing a Strategic Growth Plan that addresses traffic, residential sub-divisions, open space, natural habitat, public infrastructure and economic strength would provide a road map for the community and the City Council to refer to when addressing traffic, sub-divisions, open space, natural habitat, public infrastructure and economic strength. Staff seeks approval to obtain a proposal from an industry expert firm who specializes in developing Community Strategic Growth Plans. The proposal and costs would be brought back to the City Council for consideration.

Staff recommends Option 1, for the Council to authorize staff to obtain a Strategic Growth Planning Services proposal and cost for Council's future consideration.

Mr. Drury noted the Council completed the City's Comprehensive Plan through 2040, which included growth planning. He said there was an opportunity for the Council to take the Comprehensive Plan, Land Development Regulations, and City zoning to create an overlaying Strategic Growth Plan. There would be public meetings, including the Council, Planning and Zoning Board, and Community Development staff, where discussions would be held on where or where not growth should be developed. Mr. Drury said that when a new developer approaches the City, the Council could ask staff if the project aligns with the Comprehensive Plan and Land Development Regulations and fits within the City's strategic plan. He said it would be another layer to help the Council's approval process.

Mayor Price asked for comments from the Council.

Council Member Singer asked how a Strategic Growth Plan differed from the Smart Growth workshops hosted by Lake County. Mr. Drury said it was a derivative of those workshops. He said he would bring back a proposed cost, and then several public meetings would be held with the Public, the Planning and Zoning Board, and the Council. He said the process would take nine months to a year to complete. Mr. Drury said the same method was used with the Downtown Master Plan, which took two years. He noted that creating the Master Plan turned a vacant downtown into a vibrant one.

Council Member Singer noted his support.

Vice Mayor Pfister inquired about the Comprehensive Plan and felt the City's growth was addressed in the Comprehensive Plan. Mr. Drury said there had been recent projects that came forward that the Board was uncomfortable with. He noted the Comprehensive Plan may no longer be consistent with the Board's goals, and creating a Strategic Growth Plan could educate citizens on the Comprehensive Plan, what the Council voted on, and what changes the Council would like to make. If there was a shift from when the Comprehensive Plan was voted, then the Comprehensive Plan may need to be amended as well. The Comprehensive Plan addressed all development that would occur until 2040.

Council Member Singer said he would prefer to live in a growing City, and problems arise when people start moving out.

Vice Mayor Pfister said the City's infrastructure could not handle growth on the west side of town. Mr. Drury said the Strategic Growth Plan workshops would include conversations and input from the residents and the business community.

Council Member Gamble asked if the infrastructure on the west side, as described, was the roads or other infrastructure. Vice Mayor Pfister said the entire infrastructure and noted the streets could not support additional traffic.

Mayor Price supported receiving a cost for consideration and said the goals of the Strategic Growth Plan should be included.

Council Member Grenier said he concurred with Council Member Pfister and Mayor Price.

Mr. Drury said staff could provide the Council with a cost estimate and scope of work for consideration.

MOTION

Council Member Singer moved to authorize staff to obtain the cost for a strategic grown plan and bring back to the Council [Option 1], seconded by Lori Pfister. The motion carried unanimously 5-0.

Tab 7. Citizen's Police Academy 25-01

Chief Coursey provided an overview of an upcoming Citizen's Police Academy (Academy). She said the Academy provides Tavares resident participants an insight into law enforcement-related procedures, policies, and guidelines the Police Department operates within to provide the citizens and visitors Police protection services. Chief Coursey said the Academy would begin March 18, 2025, and last ten weeks. She noted that the Academy filled up within one week, with Mayor Price being one of the participants.

Mayor Price said he looked forward to attending the Citizen's Police Academy.

XI. NEW BUSINESS

Vice Mayor Pfister noted Kim Paulling was the first Tavares High School program administrator for the Mayor's Youth Council (MYC) and a strong program proponent. She said Kaley Paulling, Kim Paulling's daughter, was in the first MYC group. Vice Mayor Pfister said Ms. Paulling's husband recently passed away, and she had a condolence card for the Council members to sign.

Council Member Singer said Ms. Paulling was a driving force for the program when she was the MYC program administrator for Tavares High School.

Council Member Singer said he would like to add a tour of City Hall to the Mayor's Youth Council program. Mr. Drury said he could add a tour to the curriculum.

XII. OLD BUSINESS

Vice Mayor Pfister asked for an update on the Impact Fee Study. Ms. Houghton said the staff received the first draft of the report and would be providing a copy to Mr. Drury for his review.

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

Tab 8. City Administrator Report

Chief Coursey said the Eustis Elks Lodge No. 1578 selected Sergeant Dana Scola as Officer of the Year. She noted Sergeant Scola manages the Tavares Police Department charity.

Mr. Tweedie noted Planes, Tunes & BBQ would be held on Friday, February 28, and Saturday, March 1, 2025. He said the event would include music, vendors, food, a water ski show, and a drone show, among other entertainment and activities.

Council Member Grenier inquired about a donated ADA boat lift. Mr. Tweedie said the Lake Leadership Class of 2024 donated an ADA lift, which had been accepted and installed.

Chief Keith said the Eustis Elks Lodge No. 1578 selected Engineer George Gernand as Firefighter of the Year.

Mr. Aldrich said the Babe Ruth Spring Opening Day would be held on Saturday, March 1, at the Woodlea Sports Complex. He noted that invitations had been provided to the Council.

Tab 9. City Council Member Reports

Council Member Singer said he looked forward to Planes, Tunes & BBQ, and the Babe Ruth opening day.

Council Member Gamble said he looked forward to the Babe Ruth opening day.

Council Member Gamble commended Mr. Dillon and said all department directors go above and beyond to achieve funding for projects and equipment. He said the citizens do not realize how much work the directors put in after hours and noted his appreciation.

Mitchell Garcia thanked the Council for restarting the Mayor's Youth Council. He said he enjoyed shadowing the Public Works and Community Development Departments. He said his takeaway was all the work and effort it took to keep the City moving forward.

XV. ADJOURNMENT

There was no further business, and Mayor Price adjourned the meeting at 4:58 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
3/5/2025**

AGENDA TAB NO.: 4

SUBJECT TITLE: Ordinance 2025-01 - Language Amendment to Chapter 6 of the City of Tavares City Ordinance, "Fire Protection and Prevention" (Fire)

OBJECTIVE:

The objective of this agenda item is to present to City Council, the opportunity to consider and adopt a change in City of Tavares Ordinance, Chapter 6, "Fire Protection and Prevention". 2 Readings are required for this agenda item.

SUMMARY:

Currently, Chapter 6 of City Ordinance cites and enables specifically the 1997 edition of 3 fire prevention and life safety documents that impact the City of Tavares through the State of Florida. Those documents are: National Fire Code (NFPA) Pamphlet 1; Life Safety Code (NFPA) 101; and Standard Fire Protection Code. The current authorized editions of these documents are dated 2024. This ordinance change will bring those edition dates to the current standards enacted by the State of Florida. Additionally, language is being added to automatically enable the current edition of these documents as these edition dates change in the future. In the attached change documentation, changes are indicated by strikethrough for current language being deleted, and underline for new language being added.

OPTIONS:

Option 1:

Move to adopt Ordinance 2025-01 as presented, authorizing the Mayor to sign the document upon ratification at second reading.

Option 2:

Allow the issue to die without motion and vote, providing Staff with alternative direction.

STAFF RECOMMENDATION:

Staff recommends Council Move to adopt Ordinance 2025-01 as presented, authorizing the Mayor to sign the document upon ratification at second reading.

FISCAL IMPACT:

There is no fiscal impact associated with this ordinance change.

LEGAL SUFFICIENCY:

City Attorney authored the attached ordinance amendment document.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2025-01 (Amending Fire Ordinance)
2. Ordinance 2025-01 (Amending Fire Ordinance)

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

ORDINANCE 2025-01

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY CODE OF ORDINANCES CHAPTER 6 FIRE PROTECTION AND PREVENTION, ARTICLE IV FIRE PREVENTION STANDARDS, SECTION 6-96 NATIONAL FIRE PROTECTION ASSOCIATION CODES ADOPTED; AND AMENDING CHAPTER 6 FIRE PROTECTION AND PREVENTION, ARTICLE IV FIRE PREVENTION STANDARDS, SECTION 6-97 STANDARD FIRE PROTECTION CODE ADOPTED; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Tavares City Council desires to amend the City's Code of Ordinances, Chapter 6, Fire Protection and Prevention, Article IV Fire Prevention Standards, Section 6-96 National Fire Protection Association codes adopted to update the prohibited hours of operation between the hours of 7:00PM and 7:00AM the following day and remove "street sweeper"; and

WHEREAS, the Tavares City Council desires to amend the City's Code of Ordinances, Chapter 6, Fire Protection and Prevention, Article IV Fire Prevention Standards, Section 6-97 Standard Fire Protection Association Code adopted to add (C) Any new residential dwelling units (D.U's) in commercial or industrial zoning district shall demonstrate the performance of acceptable internal residential noise levels; and,

BE IT ORDAINED by the City Council of the City of Tavares, Florida, as follows:

Section 1. Text Amendments.

That the City of Tavares Code of Ordinances be hereby amended as shown by underline and ~~striketrough~~:

Sec. 6-96. National Fire Protection Association codes adopted.

- (a) The National Fire Code (NFPA) Pamphlet 1, 1997 2024 Edition, as it may be amended and updated from time to time, and as published by the National Fire Protection Association is hereby adopted by reference in its entirety as the fire code for the city.
- (b) The Life Safety Code, (NFPA) 101, 1997 2024 Edition, as it may be amended and updated from time to time, and as published by the National Fire Protection Association, is hereby adopted by reference in its entirety as the Life Safety Code for the city.

Sec. 6-97. Standard Fire Protection Code adopted.

The Standard Fire Protection Code, ~~1997~~ 2024 Edition, as it may be amended and updated from time to time, and as promulgated by the Southern Building Code Congress International, Inc., is hereby adopted by reference in its entirety, unless otherwise provided for in this chapter.

Section 2. Severability and Conflicts

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

Section 3. Effective Date.

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

PASSED AND ORDAINED this _____ of _____, 2025, by the City Council of the City of Tavares, Florida.

Walter B. Price, Sr., Mayor
Tavares City Council

First Reading: _____

Passed Second Reading: _____

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Lindsay C. T. Holt, City Attorney

ORDINANCE 2025-01

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY CODE OF ORDINANCES CHAPTER 6 FIRE PROTECTION AND PREVENTION, ARTICLE IV FIRE PREVENTION STANDARDS, SECTION 6-96 NATIONAL FIRE PROTECTION ASSOCIATION CODES ADOPTED; AND AMENDING CHAPTER 6 FIRE PROTECTION AND PREVENTION, ARTICLE IV FIRE PREVENTION STANDARDS, SECTION 6-97 STANDARD FIRE PROTECTION CODE ADOPTED; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Tavares City Council desires to amend the City's Code of Ordinances, Chapter 6, Fire Protection and Prevention, Article IV Fire Prevention Standards, Section 6-96 National Fire Protection Association codes adopted to update the prohibited hours of operation between the hours of 7:00PM and 7:00AM the following day and remove "street sweeper"; and

WHEREAS, the Tavares City Council desires to amend the City's Code of Ordinances, Chapter 6, Fire Protection and Prevention, Article IV Fire Prevention Standards, Section 6-97 Standard Fire Protection Association Code adopted to add (C) Any new residential dwelling units (D.U's) in commercial or industrial zoning district shall demonstrate the performance of acceptable internal residential noise levels; and,

BE IT ORDAINED by the City Council of the City of Tavares, Florida, as follows:

Section 1. Text Amendments.

That the City of Tavares Code of Ordinances be hereby amended as shown by underline and ~~striketrough~~:

Sec. 6-96. National Fire Protection Association codes adopted.

- (a) The National Fire Code (NFPA) Pamphlet 1, ~~1997~~ 2024 (Florida) Edition, as it may be amended and updated from time to time, and as published by the National Fire Protection Association is hereby adopted by reference in its entirety as the fire code for the city.
- (b) The Life Safety Code, (NFPA) 101, ~~1997~~ 2024 (Florida) Edition, as it may be amended and updated from time to time, and as published by the National Fire Protection Association, is hereby adopted by reference in its entirety as the Life Safety Code for the city.

Sec. 6-97. Standard Fire Protection Code adopted.

The Standard Fire Protection Code, ~~1997~~ 2024 Edition, as it may be amended and updated from time to time, and as promulgated by the Southern Building Code Congress International, Inc., is hereby adopted by reference in its entirety, unless otherwise provided for in this chapter.

Section 2. Severability and Conflicts

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

Section 3. Effective Date.

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

PASSED AND ORDAINED this _____ of _____, 2025, by the City Council of the City of Tavares, Florida.

Walter B. Price, Sr., Mayor
Tavares City Council

First Reading: _____

Passed Second Reading: _____

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Lindsay C. T. Holt, City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
3/5/2025**

AGENDA TAB NO.: 5

SUBJECT TITLE: Accept and Award Recommended Architect Firm for the Golden Triangle Regional Park - West Campus Design (Community Services)

OBJECTIVE:

To approve the number one ranked architect firm for the design of the Golden Triangle Regional Park – West Campus and authorize staff to negotiate a contract.

SUMMARY:

On January 10, 2025, the City of Tavares advertised a Request For Qualifications (RFQ 2025-0001) for an architect firm to complete a build-out of the Golden Triangle Regional Park – West Campus at the Woodlea Sports Complex as a phased project. Three firms responded with statements of qualifications on February 13, 2025.

Dix.Hite + Partners
150 West Jessup Avenue
Longwood, FL 32750

GatorSkitch Architects & Planners
1000 E. Highway 50, Ste. 201A
Clermont, FL 34711

Powell Studio Architecture
713 W Montrose St
Clermont, FL 34711

A selection committee made up of the following evaluated the three proposals at a committee meeting on February 19, 2025:

Pete Sherrard, City of Tavares
Phil Clark, City of Tavares
Angela Harrold, Lake County, Florida

All firms were qualified and capable of the job, and it was a difficult decision to select the top firm. Ultimately, the selection committee unanimously ranked the firms as follows:

1. Powell Studio Architecture
2. Dix.Hite + Partners
3. GatorSkitch Architects & Partners

Attached is the RFQ response from the number one selected firm, Powell Studio Architecture. The other RFQ responses are available upon request.

OPTIONS:

1. Approve the recommended architect firm and authorize staff to negotiate a contract.
2. Do not approve.

STAFF RECOMMENDATION:

Make a motion to approve the recommended architect firm and authorize staff to negotiate a contract.

FISCAL IMPACT:

Funding for the design portion of this project will be through money received from the sale of Fred Stover Sports Complex. Future phases will be developed as funding becomes available through grants and Lake County Contributions.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. RFQ #2025-0001 Powell Studio Architecture

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
3/5/2025**

AGENDA TAB NO.: 6

SUBJECT TITLE: Provide Draft Report and set public workshop dates for Fire, Police, Parks, and General Government Impact Fees (Finance)

OBJECTIVE:

Provide Draft Report and set public workshop dates for Fire, Police, Parks, and General Government Impact Fees

SUMMARY:

By way of background, the following bullet points are provided to assist the City Council as they review the City of Tavares 2025 Municipal Impact Fee Study Draft Report for Police, Fire, Parks and General Government Facilities Impact Fees. The Draft Study Report is dated February 13, 2025.

- The prior study for City of Tavares Police, Fire and Park Impact Fees was dated September 12, 2006.
- The City Council adopted Ordinance 2007-02 on February 21, 2007, which implemented the 2006 study recommendations.
- On June 4, 2021, CS/CS/CS/HB337, known as the Florida Impact Fee Act, was signed into law which brought several changes to Impact Fee requirements.

Some changes for Impact Fees provided in the Florida Impact Fee Act (F.S § 163.31801) include the following:

- The law provides an introduction of definitions for the terms infrastructure and public facilities.
- The law also creates a cap on the amount local governments can increase impact fees. This cap limits the increase to no more than 12.5% in a given year and no more than 50% over a four-year period.
- An increase of greater than 50% requires a two-thirds vote of the City Council, and provides for at least two publicly noticed workshops (This is the case for Tavares).
- Local governments will be required to credit developers or builders on a dollar-for-dollar basis when they contribute toward public facilities or infrastructure.
- The law requires that impact fees be split out into their own accounting fund.
- Local governments must limit administrative charges for the collection of impact fees to actual costs.
- Changes to the Financial Statement Audit Affidavit requirements by the CFO.

The **Draft** Impact Fee report has been prepared by the City's Rate Consultant, Joe Williams of Raftelis, and discusses the following for each impact fee: Police, Fire, Parks, and General Government Facilities. The Draft Report has been prepared within the constraints of the Florida Impact Fee Act.

- An Introduction
- Existing Impact Fees
- Incremental Costs
- Impact Fee Development
- Impact Fee Comparisons

This report is delivered to the City Council for their review in anticipation of two public workshops to be scheduled by the City Council.

OPTIONS:

1. The City Council discusses setting dates for two Public Workshops for public discussions for review of the City of Tavares 2025 Municipal Impact Fee Study Draft Report dated February 13, 2025.

STAFF RECOMMENDATION:

- The City Council discusses setting dates for two Public Workshops for public discussions for review of the City of Tavares 2025 Municipal Impact Fee Study Draft Report dated February 13, 2025.

FISCAL IMPACT:

None, as this only delivers a draft report to the City Council.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 2024 Tavares Impact Fee Report - Draft 1-lhstamp

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
3/5/2025**

AGENDA TAB NO.: 7

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	March 19, 2025, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	March 20, 2025, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	March 12, 2025, 4:00 p.m., Tavares Library Expansion Room
Code Enforcement Special Magistrate Hearing	March 25, 2025, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Meeting	March 14, 2025, 12:00 noon, Host City to be Announced
Lake Sumter MPO Governing Board Meeting	April 23, 2025, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	March 26, 2025, 11:30 a.m., Tavares Civic Center

CITY EVENTS:

The current 2025 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_2025 Event Calendar_Rvsd 2.3.2025

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
3/5/2025**

AGENDA TAB NO.: 8

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.