



AGENDA
TAVARES CITY COUNCIL
August 6, 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 Bob Coulter, Silver Lake Community Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 2 Approval of the July 16, 2025, City Council Meeting and Budget Workshop Minutes (City Clerk)

VIII. RESOLUTIONS

IX. ORDINANCES - PUBLIC HEARING

First Reading

Tab 3 Ordinance 2025-02 - Amending Chapter 3 Alcoholic Beverages, Section 3-3, and Chapter 14 Parks and Recreation, Sections 14-1 to 14-3 and adding Sections 14-4 – 14-5 & 14-56 – 14-62, including Article IV, Sections 14-63 – 14-65 "Adopt-A-Park/Adopt-A-Trail Program" of the Code of Ordinances (Public Works)

Tab 4 Ordinance 2025-05 - Amending Chapter 8, Table 8-1 "Future Land Use/Zoning Matrix" and Table 8-3 "Development Standards" of the

Land Development Regulations (Community Development)

- Tab 5 Ordinance 2025-06 - Implementation of the "Click-2-Enter" System requirements in Chapter 16, Section 16-24 Fire Protection of the Land Development Regulations (Fire Department)**

Second Reading

- Tab 6 Ordinance 2025-07 to Amend Section 2-46 of City Code - P&Z & Library Board Reimbursement of Expenses (City Administrator)**

X. GENERAL GOVERNMENT

- Tab 7 Tavares 145th Anniversary (City Administrator)**

- Tab 8 Renaming "Tavares Nature Park" as "Tavares Nature Preserve" (Public Works)**

XI. BUDGET WORKSHOP

- Tab 9 Budget Workshop – Present Enterprise and Special Revenue Fund Budgets, and Discuss the General Fund Budget (City Administrator)**

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

- Tab 10 City Administrator Report**

- Tab 11 City Council Member Reports**

XVI. ADJOURNMENT

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

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/6/2025**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Bob Coulter, Silver Lake Community Church

OBJECTIVE:

Pastor Bob Coulter, Silver Lake Community Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Bob Coulter, Silver Lake Community 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
8/6/2025**

AGENDA TAB NO.: 2

SUBJECT TITLE: Approval of the July 16, 2025, City Council Meeting and Budget Workshop Minutes (City Clerk)

OBJECTIVE:

For the Council to consider approval of the July 16, 2025, City Council Regular Meeting and Budget Workshop minutes.

SUMMARY:

Attached are the July 16, 2025, City Council Regular Meeting and Budget Workshop minutes as submitted by the City Clerk.

OPTIONS:

1. Move to approve the City Council Regular Meeting and Budget Workshop minutes under the Consent Agenda.
2. Move to approve the City Council meeting minutes with corrections.

STAFF RECOMMENDATION:

For the Council's approval.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 07-16-2025 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
JULY 16, 2025 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Walter Price, Mayor
Lori Pfister, Vice Mayor - *Absent*
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 Thomas Jay Kowalski, First United Methodist Church of Eustis

Pastor Thomas Jay Kowalski, First United Methodist Church of Eustis, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

MOTION

Troy Singer moved to approve the Agenda, seconded by Bob Grenier. The motion carried unanimously 4-0.

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Election Proclamation

Mayor Price read the following Notice of Election Proclamation in its entirety:

PROCLAMATION BY ORDER OF THE MAYOR OF THE CITY OF TAVARES

NOTICE OF ELECTION

The 2025 City of Tavares Municipal Election will be held on Tuesday, November 4, 2025, at the Tavares Civic Center (Precinct 360), Tavares Community Church – Activities Center (Precinct 345), Lake County Agriculture Center (Precinct 365), Lake Frances Estates Clubhouse (Precinct 350), Imperial Terrace (Precinct 340), and Royal Harbor Social Hall (Precinct 370), for the purpose of electing two non-partisan Council Members to Seat 2 and Seat 4 to serve at large for the term 2025-2027.

Voters must be registered with the Lake County Supervisor of Elections on or prior to October 6, 2025, at 5:00 p.m.

Nominations to Seat 2 and Seat 4 shall be by petition, signed by at least twenty-five (25) qualified electors of the City of Tavares, and must name the individual and the specific Council seat sought.

A candidate may qualify for only one seat. The petition and all other required election documents must be filed with the City of Tavares City Clerk beginning August 1, 2025, at 12:00 noon and ending August 15, 2025, at 12:00 noon. If August 15th should fall on a weekend day or holiday, the deadline will be extended to the next business day at 12:00 noon. Election packets may be obtained from the City Clerk from 8:00 a.m. to 5:00 p.m., Monday through Friday, Tavares City Hall, 201 E. Main Street, Tavares.

MOTION

Troy Singer moved to approve the Election Proclamation, seconded by Sandy Gamble. The motion carried unanimously 4-0.

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 stated there were no ordinances or resolutions before the Council for consideration.

VII. CONSENT AGENDA

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

MOTION

Sandy Gamble moved to approve the Consent Agenda [Tab 3. Approval of the July 2, 2025, City Council Meeting Minutes], seconded by Troy Singer. The motion carried unanimously 4-0.

Tab 3. Approval of the July 2, 2025, City Council Meeting Minutes

Approved on the Consent Agenda.

VIII. RESOLUTIONS

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 4. Award of Bid, South Joanna St. Parking and Pedestrian Way

Mr. Tweedie made the following presentation:

Previously, the Council approved a project and allocated funding in the amount of \$990,040 in the current fiscal year budget for the construction of additional paved parking, stormwater drainage improvements and a pedestrian walkway for the downtown waterfront area, at South Joanna Avenue, on the North side of the railroad tracks. In accordance with City purchasing policy, Invitation to Bid (ITB) solicitation 2025-0005 was published and advertised through the City purchasing department and the following bids were received on the closing date of June 20, 2025:

<i>Bulldog Sitework LLC</i>	<i>\$835,431.96</i>
<i>Dale Beasley Construction</i>	<i>\$1,315,279.59</i>
<i>Cathcart Construction</i>	<i>\$2,604,582.00</i>
<i>RUSH Marine</i>	<i>\$3,640,469.88</i>

The project engineer, Don Griffey, Griffey Engineering, has reviewed the bids and recommended award of the bid to the qualified low bidder, Bulldog Sitework LLC in the amount of \$835,431.96. This contract bid price is \$154,608.04 below the allocated project budget of \$990,040.00 allowing for a sufficient contingency of 15%.

Mr. Tweedie stated that staff recommended Option 1: awarding the bid to the qualified low bidder, Bulldog Sitework LLC, in the amount of \$835,431.96 and authorizing the City Administrator to execute the construction contract documents.

Council Member Singer emphasized the importance of the project and expressed appreciation that the City was taking proactive steps to address parking needs before they became problematic. He asked about the funding source for the project. Mr. Tweedie responded that the funds had been allocated through the General Fund Capital Improvements budget for Streets.

Council Member Singer then inquired about the disposition of any unused contingency funds. Ms. Houghton explained that any remaining funds would be returned to the General Fund Reserves.

Council Member Singer addressed a question to the representative from Bulldog Sitework LLC, who was present in the audience, asking how the company intended to complete the work at such a significantly lower cost than other bidders. Mr. Tweedie noted that Bulldog Sitework LLC was a small, local company already operating in the area.

Jeb Dotson, Project Manager for Bulldog Sitework LLC, responded that the company maintained strict cost control and operated without overhead. He shared that they had recently completed a taxiway expansion project for the City of Leesburg, securing the low bid and still delivering the project profitably.

Council Member Singer asked about the expected project timeline. Mr. Dotson stated that work would begin immediately upon project approval. He added that the only potential delay could arise if brick materials were selected, as sourcing brick could take additional time.

Council Member Grenier expressed full confidence in Bulldog Sitework LLC and said he looked forward to seeing the project move ahead.

Council Member Gamble asked whether the proposal before the Council reflected the full scope of the project or just a single phase. Mr. Tweedie confirmed that the bid and award covered the entire project.

Mayor Price voiced his support for the project, particularly noting that it was coming in under budget.

MOTION

Troy Singer moved to award the bid to Bulldog Sitework LLC, seconded by Bob Grenier. The motion carried unanimously 4-0.

XI. BUDGET WORKSHOP AND SETTING OF TENTATIVE MAXIMUM MILLAGE RATE

Tab 5. Budget Workshop – General Fund Presentation

Mr. Drury made the following presentation:

The City of Tavares operates and oversees several enterprises, including:

1. **General Government:** *Police, Fire, Emergency Management, Recreational Parks, Multiple Nature Parks, A County Regional Park Complex located off Woodlea Road (West Campus) and off David Walker Road (East Campus), City-Wide Beautification America-In-Bloom Program, Public Library, Street Paving & Sidewalk Program, Street Lighting, Traffic Intersection Signalizations, Golf Cart street friendly*

Program, Street Addressing and City Gateway & Directional Signage Program, Street Corridor Landscaping Program, City Vehicle Fleet Maintenance Program, Public Works, City Administration, City Finance, City Budgeting Department, Procurement Department, Information Technology Department, Building Permitting, Building Inspections, Code Enforcement, City Planning Services, Public Records Retention, Public Meeting Minutes Notation and Recording, Human Resources Department, Employee benefits and Recruitment Program, Public Communications, City Council Meetings, City Meeting Live Streaming Productions, Website and Social Media Program, Historical Museum, Economic Development, City Marina, Seaplane Base, Grant Programs, Public Infrastructure Insurance and Risk Management, Workers Compensation, Auto and General Property Liability Program, Pavilion on The Lake Special Events and Wedding Facility, Two Community Civic Centers, Senior Service Programming, adult and Youth Recreation Programs, Splash Park, Playgrounds and exercise stations, Volleyball courts, boat ramps, Community Parades, Fireworks and Special Events, Planning and Zoning and Wooton Wonderland.

2. **Utilities:** *Sewer Plant, Water Plant, Reclaimed Water Plant, water distribution system, sewer collection system, a reclaimed water distribution system and a utility bill collections department, and a fully certified wastewater, water and public health Laboratory.*
3. **Stormwater:** *A stormwater retention, detention, collection, maintenance system, right of way mowing and tree trimming maintenance department. Street Sweeping program.*
4. **Garbage and recycling collection system:** *There is a residential garbage collection program, a recycling program, and a commercial garbage collection program.*
5. **Capital Program:** *A five (5) year capital program utilizing grants and other sources of funds to replace and build public infrastructure.*

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

The City Council previously developed broad budget priorities for the City Administrator to use as guiding principles in developing next year's FY 26 proposed budget (see attached).

The City Administrator, Finance Director, and Budget Department have collaborated with each Department Director to develop departmental budgets that are included in this General Fund budget. Some proposed items were cut to create a balanced budget and are shown in the attached comprehensive "FY 2026 Cut List." Many of the Council's goals have been achieved. As in previous years, the cut list is organized into several categories.

1. **“Reduction”** means the item is still in the proposed FY 2026 budget and the City Administrator has reduced the amount that the Department Director requested.
2. **“Cut”** means the City Administrator has removed the entire item from the budget.
3. **“Similar”** means the item was provided for in the prior year.
4. **“Enhanced”** means the item is a higher level of service than provided in the prior year.
5. **“Personal Services”** means a new position
6. **“Operating Expenses”** means general operating and maintenance expenses.
7. **“Capital Equipment”** means operating and maintenance equipment with a value over \$5,000 and a lifespan of more than three years.
8. **“Capital Projects”**: These are over \$5,000 in value and generally require designing, engineering, bidding, construction, or fabrication, and project oversight during the procurement, construction, and installation.
9. **“Debt Service”** The annual repayment cost toward a loan for a capital item.

It is recommended that the City Council review the Cut List carefully. Although the items on the list were initially identified by the City’s professional Department Directors as necessary for efficiency and productivity, the City Administrator ultimately removed them to maintain a balanced budget and align with the Council’s goals. The cut list includes some items that were part of the City Council’s goals but were cut to maintain a balanced budget.

Proposed Budget Highlights:

1. A Similar Level of Service is achieved and presented as directed by the Council. (Note: New and enhanced levels of service were not included – **See Exhibit B cut “Enhanced” items**)
2. The FY 26 budget is increased by 4.11% over the current year’s FY 25 Adopted Budget to maintain a similar level of service while keeping up with increases in cost including health insurance (estimated at 4.5% increase), property insurance (estimated at 18% increase), and workers compensation (estimated at 7% increase) and inflation.
3. The General Fund millage property tax rate has decreased from 6.7756 to 6.6850.
4. The Debt Service millage property tax rate decreased from .1601 to .1467.
5. The Government Finance Officers Association (GFOA) recommendation for General Fund reserves has been exceeded, totaling \$7,646,355 in General Fund Reserves.
6. The Fire Assessment is level funded (no rate increase).
7. Employee raises are established at 5.0%.

8. Health insurance is budgeted for with a 4.5% increase. The employee and the employer share the cost of the increase.
9. Six new Public Safety positions are proposed: three for Police, and three for Fire.
10. Six new General Fund positions are proposed with a hire date of 7/1/2026: two for Finance (one part-time, and one full-time), one for Fleet Management, one for Facilities Management, and three for Community Services (two part-time, and one full-time).
11. Citywide Street paving is proposed at \$400,000.

Proposed property tax millage rate with a balanced budget

This proposed budget is balanced and reflects a property tax millage rate decrease, lowered from 6.7756 mills to 6.6850 mills (a 1.3% reduction), along with a proposed decrease in the debt service rate from .1601 mills to .1467 mills (an 8.4% reduction). At these lower millage rates, homeowners with a house valued at \$200,000 and a standard homestead exemption would pay \$1,025 annually, or \$85.40 per month, in City Ad Valorem Property Taxes for the budget presented to the Council for FY 2026.

This first budget workshop, on July 16, 2025, will deliver, present, and discuss the General Fund budget. The second budget workshop, on August 6th, 2025, will deliver, present, and discuss the enterprise funds (Water, Wastewater, Reclamation, Stormwater, Solid Waste, Seaplane Base/Marina, Pavilion on the Lake) and the General Fund Budget. A high-level overview of Special Revenue Fund budgets will also be presented.

The maximum tentative millage rate will be set at the first budget workshop on July 16, 2025, after the budget presentation is delivered. A third Council budget workshop is scheduled for August 20, 2025, to discuss all budgets and the Five (5) Year Capital Improvement Plan, followed by two Public Hearings on the budget on September 3, 2025, and September 17, 2025.

Current estimates for State Shared revenues, general liability insurance, workers' compensation insurance, and grants will change over the next few weeks. As new estimates become available and grants are awarded, staff will update the budget and provide the city council with a list of revised estimates and their impact on the proposed budget.

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

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

Ms. Houghton presented a PowerPoint presentation outlining the General Fund Budget.

Council Member Singer thanked staff for their efforts in securing grants, noting that the grant funding the City had received was equivalent to 1.2 mills, which represented a meaningful savings for residents.

Council Member Gamble asked who was responsible for writing the City's grants. Mr. Drury responded that department directors and their managers were responsible for writing grants specific to their respective departments.

Council Member Singer commented on the overall slowdown in growth in recent years. Mr. Drury confirmed this trend, reporting that property values had decreased by 8%, and that construction activity in the area had declined by approximately 33–34%.

Council Member Gamble inquired about the cost of conducting elections during even-numbered years when county, state, and federal elections were also held. Mr. Drury replied that the cost was minimal. Council Member Gamble noted that although voters had previously rejected four-year Council terms on two occasions, they might be more receptive to the idea if they understood the potential for cost savings.

Council Member Singer added that in the past, standalone municipal elections had cost around \$10,000, but that figure had since risen to \$43,000. He agreed that it might be worth revisiting the issue with a new referendum. Mr. Drury offered to provide additional information to the Council on that topic.

Council Member Grenier shared that the Tavares Library had recently received both a \$10,000 grant and a \$10,000 private donation.

Council Member Singer referred to slide 10 on page 5 of the presentation, which addressed reserve standards. He asked for clarification on the Government Finance Officers Association (GFOA) reserve recommendation. Ms. Houghton explained that the GFOA recommended maintaining reserves equal to two months of operating expenditures. Council Member Singer asked that staff provide a comparison of the City's current reserves versus those of several years ago. He emphasized the importance of maintaining healthy reserves without holding excess funds unnecessarily. Ms. Houghton acknowledged the Council's prudent reserve fund management and stated that the City was in an ideal position in terms of reserves.

Council Member Grenier expressed confidence in the City Administrator, stating he trusted Mr. Drury would never allow the City's reserves to fall into a financially risky position. Ms. Houghton added that Mr. Drury consistently requested that she closely monitor and verify the numbers.

Mr. Drury thanked Council Member Grenier for his comments.

Council Member Gamble pointed out that 10% of the Reserve Fund had been earmarked for contingencies rather than emergencies. He suggested moving those funds into a separate general expense contingency account. Mr. Drury agreed with the recommendation and proposed that staff begin identifying such funds in the fiscal impact sections of agenda reports to promote transparency.

Council Member Singer voiced support for the proposal, stating that clearly identifying the use of contingency funds would benefit both the Council and the public.

Tab 6. Budget Workshop – Setting of Maximum Tentative Millage Rate

Mr. Drury made the following presentation:

The General Fund budget was presented earlier at this City Council meeting, and the maximum tentative millage rate will be set at this meeting. The Utility and Special Revenue Fund budgets will be presented at the next City Council meeting on August 6, 2025. The Five-Year Capital Plan will be delivered, presented, and discussed at the August 20, 2025, budget workshop.

Two Public Hearings on the budget are scheduled for September 3, 2025, and September 17, 2025.

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

- *The proposed General Fund millage rate of 6.6850 mills represents a decrease from the prior year of 0.09 mills (6.7756 - 6.6850), a 1.34% decrease over the prior year, and 5.21% above the estimated rollback rate of 6.3538 mills.*
- *The proposed Voted Debt Service millage rate of .1467 mills represents a decrease from the prior year of .0134 mills (.1601 - .1467), a 8.37% decrease over the prior year.*
- *The total decrease is .104 mills, a 1.5% decrease over the prior year adopted millage rates.*

Mr. Drury said staff recommended Option 1, for the Council to move to set the Maximum Tentative Millage Rate at 6.6850, and the Maximum Tentative Voted Debt Millage Rate at 0.1467 mills. He said the proposed millage rates for the General Fund (6.6850) and the Voted Debt Service Fund (.1467) represent a decrease of 1.5% from the adopted rates in the prior year.

Mayor Price commented that the proposed millage rate of 6.6850 appeared to be a win-win, as it would result in a lower tax burden for residents. He stated his support for setting the millage rate at 6.6850.

Council Member Grenier expressed some hesitation about locking in the final rate at this stage. He emphasized the importance of going through the whole budget review process and noted that, since it was still only July, the budget warranted further evaluation. Given the uncertainties that could emerge in the coming months, he indicated he would be comfortable proceeding with the current rate of 6.7756 for the time being.

Council Member Singer stated that he was comfortable with the proposed millage and debt rates. He noted that the reduction would reflect positively on the Council's efforts to lower taxes for residents and voiced his support for adopting the proposed rate.

Council Member Gamble acknowledged Council Member Grenier's concerns and pointed out that the new employee positions included in the budget would not take effect until July 2026. He noted that, should any issues arise before that time, the City would have the opportunity to reevaluate the staffing decisions. He expressed his support for the staff recommendation.

MOTION

Sandy Gamble moved to approve and set the Tentative Maximum Millage Rate at 6.6850 mills, seconded by Troy Singer. The motion carried 3-1 as follows:

Walter Price:	Yes
Sandy Gamble:	Yes
Bob Grenier:	No
Troy Singer:	Yes

MOTION

Sandy Gamble moved to approve and set the Maximum Tentative Voted Debt Millage Rate at 0.1467 mills, seconded by Troy Singer.

Council Member Gamble commended Mr. Drury, Ms. Houghton, Mr. Jones, and the Department Directors for presenting a fantastic budget.

The motion carried unanimously 4-0.

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

Gary Santoro, Royal Harbor, commended and thanked Ms. Houghton and her staff, under the leadership of Mr. Drury, for their efforts on the Budget.

XV. REPORTS

Tab 7. City Administrator Report

Mr. Drury echoed Mr. Santoro's earlier remarks and expressed appreciation to the Department Directors for their collaborative efforts in assembling their departmental budgets. He acknowledged that the teams had worked together while keeping the Council's goals in focus. Mr. Drury remarked that when everyone rowed in the same direction, the ship moved forward. He explained that, although not every request could be fulfilled, the Council's broad budget goals provided a strong framework, and mutual respect among all involved had contributed to the development of a solid final budget. He expressed pride in the Directors for their hard work and dedication.

Ms. Houghton also extended her thanks to the City departments, recognizing their assistance and teamwork throughout the budgeting process.

Mr. Drury concluded by commending Mr. Jones for his excellent work on the budget.

Tab 8. City Council Member Reports

Council Member Grenier thanked Ms. Houghton and her team, stating that the City of Tavares continued to demonstrate full transparency in its budgeting process. He also expressed appreciation to Mr. O'Keefe and Communications Manager Tyler Wollack for their recent presentation on hurricane preparedness at the Masonic Lodge. Additionally, he complimented the appearance of the Woodlea House, noting that it looked beautiful and refreshed with its new roof.

Council Member Singer agreed that the proposed budget was extremely transparent and praised staff for presenting a well-prepared and thoughtful document. He also commended the Tavares team for successfully executing the 4th of July celebration, despite challenging weather conditions.

Council Member Gamble added that the 4th of July fireworks display had gone off successfully and thanked the staff who worked through the rain to ensure the event took place. He also joined in commending Ms. Houghton and Mr. Jones for their work on the budget.

Mayor Price echoed the appreciation for Ms. Houghton and Mr. Jones, stating he understood the difficulty of making necessary budget cuts and thanked them for their diligence.

XVI. ADJOURNMENT

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

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/6/2025**

AGENDA TAB NO.: 3

SUBJECT TITLE: Ordinance 2025-02 - Amending Chapter 3 Alcoholic Beverages, Section 3-3, and Chapter 14 Parks and Recreation, Sections 14-1 to 14-3 and adding Sections 14-4 – 14-5 & 14-56 – 14-62, including Article IV, Sections 14-63 – 14-65 "Adopt-A-Park/Adopt-A-Trail Program" of the Code of Ordinances (Public Works)

OBJECTIVE:

Ordinance 2025-02 - Amending Chapter 3 Alcoholic Beverages, Section 3-3, and Chapter 14 Parks and Recreation, Sections 14-1 to 14-3 and adding Sections 14-4 – 14-5 & 14-56 – 14-62, including Article IV, Sections 14-63 – 14-65 "Adopt-A-Park/Adopt-A-Trail Program" of the Code of Ordinances (Public Works)

SUMMARY:

Over the past thirty years, the city's park system has evolved into an invaluable community asset, experiencing a substantial increase in both usage and enjoyment that is congruent with the growth of our community. The proposed amendments to the Code of Ordinances, particularly the implementation of the Adopt-A-Park/Adopt-A-Trail Program, aim to further enhance the public's experience by improving safety and enjoyment within these spaces.

The proposed amendments to the City of Tavares Code of Ordinances, specifically concerning Chapter 3 (Alcoholic Beverages) and Chapter 14 (Parks and Recreation), along with the introduction of the Adopt-A-Park/Adopt-A-Trail Program, are intended to clarify regulations, enhance the usability of the affected areas, align with established local best practices, and ensure compliance with state and federal laws.

Furthermore, several Lake County Parks, including Lake Gem and Lake Idamere, are located within the City's Interlocal Service Boundary Agreement (ISBA) area. City staff conducted a comprehensive review of the Lake County Code of Ordinances, initiating a comparison with the City's documentation to ensure consistency and uniformity for all parks within the City's ISBA area.

All stakeholders affected by the proposed amendments—including the Tavares Police Department, Community Services, Economic Development, Community Development, Public Works, and the City Attorney—collaborated to review, update, and provide feedback on the proposed ordinance amendments based on their areas of expertise. A strong consensus has been reached that the proposed amendments will significantly contribute to the greater public good. Therefore, staff recommends the approval of all the presented ordinance amendments as depicted in Ordinance 2025-02.

The amendments have included numerous areas that were previously unspecified, including, but not limited to, the examples below:

1. Defined recreational spaces such as the addition of trails, museums, arboretums, cemeteries, boat ramps and is inclusive of all public service facilities under the operation of the city of Tavares Parks Management Division, Recreation Department or designee. (Section 14-2.)

2. Consumption of alcoholic beverages is prohibited in parks, except for the “Downtown Waterfront Entertainment District”, as provided in section 10.5-502 of the City Code or Ordinances. (Section 3-3.)
3. Defined parking areas. (Section 14-53.)
4. Defined prohibited activities, such as the use of bicycles, tricycles, skateboards, rollerblades, or similar equipment on boardwalks, nature trails, and sidewalks, unless designated as an approved trail or trail connector. (Section 14-55.)
5. The addition of Article IV, Sections 14-63 – 14-65 Adopt-A-Park/Adopt-A-Trail Program is a significant step in aligning our city with the "America-in-Bloom" initiative, which is defined as a council priority. This program will not only enhance the beauty of our parks and trails but also foster a sense of community and civic pride among our residents, showcasing our commitment to enhancing the city's esthetics and community engagement.

OPTIONS:

1. That the City Council moves to approve Ordinance 2025-02.
2. That the City Council moves to deny Ordinance 2025-02.

STAFF RECOMMENDATION:

On July 17, 2025, the Planning & Zoning Advisory Board met and voted unanimously (6-0) to recommend approval, subject to some minor clarifications. The City Council packet contains the revised edits as recommended by the P&Z Advisory Board and reviewed by staff and legal counsel.

Therefore, Staff recommends that the City Council moves to approve Ordinance 2025-02.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

The Ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2025-02
2. Newspaper Ad

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

ORDINANCE 2025-02

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY CODE OF ORDINANCES CHAPTER 3 ALCOHOLIC BEVERAGES, SECTION 3-3 AND AMENDING CHAPTER 14 PARKS AND RECREATION, SECTIONS 14-1 – 14-3 AND ADDING SECTIONS 14-4 – 14-5 & 14-56 – 14-62 INCLUDING ARTICLE IV, SECTIONS 14-63 – 14-65 ADOPT-A-PARK/ADOPT-A-TRAIL PROGRAM; 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 City of Tavares has advertised as required by law for two public hearings prior to adoption of this ordinance; and

WHEREAS, the City of Tavares Planning and Zoning Board, and City Council held duly noticed public hearings providing opportunity for individuals to hear and be heard regarding the adoption of the proposed ordinance; and,

WHEREAS, the Tavares City Council desires to amend the City's Code of Ordinances, Chapter 3 Alcoholic Beverages, Section 3-3 Consumption in certain parks prohibited, to amend the list of city parks which prohibit alcohol beverages; and to amend Chapter 14 Parks and Recreation, Sections 14-1 – 14-3 and adding Sections 14-4 – 14-5 & 14-56 – 14-62 including Article IV, Adopt-A-Park/Adopt-A-Trail Program, Sections 14-63 – 14-65;

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 ~~strike through~~ and underline as follows:

CHAPTER 3 - ALCOHOLIC BEVERAGES, SECTION 3-3:

Sec. 3-3. - Consumption in certain **city** parks prohibited.

No person in any of the parks specifically set forth herein shall use or consume alcoholic beverages or intoxicating beverages, nor shall any person drink alcoholic or intoxicating beverages at any time in such public parks, nor shall any person be under the influence of intoxicating liquor in any of the parks specifically named herein. The parks where the foregoing restrictions shall apply are:

- (1) Tavares Recreation Park on Lake Eustis, located on Lake Eustis and U.S. Highway 441 also known as Burleigh Boulevard;
- (2) ~~Fred Stover Sports Complex, which is a city recreation park located in the northeast section of the city where baseball and softball are played by Little League, Pony Leagues and other recreation leagues~~
Aesop's Park, 501 E. Caroline Street;
- (3) Ridge Park, which is located on Old U.S. Highway 441, also known as Alfred Street;
- (4) Summerall Park, generally located on Wells Avenue along the Dora Canal; ~~and more particularly described in Section 5-6 of the Lake County Code of Ordinances.~~
- (5) Ingraham Park, located at 200 S. Ingraham Avenue;
- (6) Squibb Park, 1800 Dead River Road;
- (7) Tavares Cemetery and Arboretum, 2055 Dead River Road;
- (8) Tavares Nature Park, 1551 Milwaukee Avenue;
- (9) Woodlea Sports Complex, 2770 Woodlea Road;
- (10) Wooton Wonderland and Splash Park, located at 100 E. Ruby Street;
- (11) Golden Triangle Regional Park – East Campus, located at 1465 David Walker Drive;
- (12) Tavares Ecological Park – generally located between Sinclair Avenue and Bloxham Avenue;
- (13) This section does not apply to the “Downtown Waterfront Entertainment District” as provided in section 10.5-502 of the City Code of Ordinances.

CHAPTER 14 - PARKS AND RECREATION:

ARTICLE I. - IN GENERAL

Sec. 14-1. - **Purpose.**

The purpose of this article is to establish general rules and regulations for the use of all City parks and other areas operated and maintained by the City of Tavares Parks Management Division or Recreation Division.

Sec. 14-2. - **Definitions.**

When used within this article, the following definitions shall apply:

Administrator refers to the City Administrator or their designee.

Park staff refers to any uniformed and identified employee of the City of Tavares Parks Management Division or Recreation Department.

Law enforcement shall mean any governmental body which has jurisdiction, including the Tavares Police Department, Lake County Sheriff and the Florida Fish and Wildlife Conservation Commission.

Parks and other areas owned and/or maintained by the Parks Management Division or Recreation Department are defined to mean parks, arboretums, cemeteries, playgrounds, recreation fields, museums, buildings, boat ramps, lakes, streams, canals, trails, play-channels, lagoons, waterways, water areas, submerged lands, shorelines and beaches therein, and all public service facilities located on or in grounds, waters, buildings, and structures in the City of Tavares which are under the control of or assigned for upkeep, maintenance or operation by the City of Tavares Parks Management Division, Recreation Department or designee.

Park property when used hereinafter, is defined to cover all areas, buildings, locations and facilities located in a Park or other area owned and/or maintained by the City of Tavares Parks Management Division, Recreation Department or designee.

Park roads are defined as all areas designated for vehicular traffic, and passing through any legally defined park or recreational area or any part thereof. All other traffic ways, either paved or unpaved are classified as work trails, bridle paths, or simply trails and paths.

Parking area is defined to mean any designated part of any park road, drive or special area contiguous thereto that may be set apart for the standing or stationing of any vehicles.

Person shall be understood, as employed herein to mean any individual regardless of age or sex, or any corporation, company, association, firm, co-partnership, club or society, or any association of persons, or any agent or employee thereof.

Small-game is defined as duck, geese, coot, snipe, frog and fish.

Vehicle is defined to mean any wheeled conveyance (except a baby carriage or wheel chair) for the transportation of persons or materials whether (1) powered or drawn by a motor, such as an automobile, truck, motorcycle, or scooter or moped or (2) animal-drawn, such as a carriage, wagon or cart, or (3) self-propelled, such as a bicycle or tricycle, or (4) any trailer in tow or any size, kind or description. Exception is made as to any recreational or park transportation service on rails or otherwise, where especially authorized by the City Administrator or their designee. This definition does not include children's toys or ice coolers.

~~Sec. 14-1.~~ Sec. 14.3. - Power boats restricted on Lake Tavares.

It shall be unlawful for any person to operate on that portion of Lake Tavares located within the city any boat or floating equipment which is powered by internal combustion engines including, but not limited to, outboard or inboard gasoline-powered motors.

~~Sec. 14-2.~~ Sec. 14-4. - Fee schedule for city facilities.

The council, by resolution, may create and amend, as necessary, a schedule of fees for the use of city recreational facilities and other city buildings and facilities. The fee schedule adopted pursuant to this section shall be printed and made available to the public upon request.

~~Sec. 14-3.~~ Sec. 14-5. - Commercial use of a public park or facility.

- (a) For purposes of this section, commercial use of a park or public facility shall mean any non-public activity, conducted in whole or in part within a city park or public facility, in which the participants or invitees pay, or are expected to pay, a fee or other consideration to the person or entity conducting the activity for the opportunity to participate, attend, or observe in the activity. This includes, but is not limited to, festivals, markets, exhibitions, tournaments, instructional programming, and league play, whether occurring in a passive park or a recreational facility.

- (b) The city administrator or designee, is hereby authorized and directed to establish and amend, as necessary, reasonable rules and regulations governing commercial uses of city public parks and facilities. Such regulations shall distinguish between uses of passive parks and active recreational facilities, and shall account for the differing operational, logistical, and scheduling considerations involved. The regulations relating to commercial uses shall require the user to obtain an ~~annual~~ valid permit for commercial uses of the parks; assure that the commercial user has appropriate public insurance naming the city as an additional insured; and assure that the commercial user has all necessary and required permits, licenses and safety equipment.
- (c) The city administrator or designee is hereby authorized and directed to establish and amend, as necessary, reasonable application procedures and permit fees for commercial uses of city public parks and facilities, provided that the fees shall be commensurate with the actual cost of providing the services, ~~not to exceed \$100.00 per year~~ and may vary based on the type of facility used, the nature and duration of the activity, and the extent of city services required. The specific fee amounts shall be set by administrative policy and may be revised from time to time.
- (d) The policies and procedures adopted and amended pursuant to this section shall be enforceable by any lawful means, including but not limited to civil citations, injunctive relief, trespass violations, etc. In the event attorney's fees are expended for the enforcement of this section, the violator will be responsible for said attorney's fees.

Secs. ~~14-4~~ 14-6 —14-25. Reserved.

ARTICLE II. – RESERVED

Secs. 14-26—14-50. - Reserved.

ARTICLE III. - RECREATION AREAS AND PARKS

Sec. 14-51. - Operating hours for municipal parks.

- (a) *Definition.* Municipal parks, as used in this section, shall mean those public recreation areas which are owned, maintained, or policed by the city.
- (b) *Hours of operation.* The municipal parks located within the city shall be open to the general public daily, between the hours of 7:00 a.m. and dusk. However, nothing provided herein shall prohibit boaters from launching or loading boats at those facilities equipped to handle such activities at any hour of the day or night. Municipal parks that have skating, baseball, football or softball facilities and Wooton Park shall be open until 11:00 p.m. Municipal parks that have tennis or basketball facilities shall be open until 10:00 p.m. Fishing in municipal parks is allowed only during normal hours of operation. Any violation of this section shall be punishable as provided in section 1-15 of the City Code of Ordinances. The city administrator or designee is authorized to close or alter the hours of operation for municipal parks and facilities if, in the city administrator's discretion, said closure or alteration is in the best interest of the public health, safety and welfare and upon the erection of appropriate signs giving notice thereof.
- (c) *Exception by permit.* The city council may, upon application by an individual or organization desiring to use a particular park during the time it is closed, permit those individuals or organizations who can demonstrate a desirable public use in writing, to use and occupy the park during closing hours. Each such permit shall be for a time certain, and the time for which the permit may be used will be indicated thereon.

- (d) Any section or part of any park area may be declared closed to the public by the City Administrator or their designee at any time and for any interval of time, either temporarily or at regular and stated intervals (daily or otherwise) and either entirely or merely to certain uses.
- (e) The City Administrator or their designee shall have the authority to designate areas in parks and park property for specific activities, and to prohibit other activities within the designated area. The City Administrator or their designee have the authority to post designated areas when, in his/her discretion, such posting is appropriate.
- (f) A permit for special night (or other off-hours) use of any park or recreation area may be granted to any group or persons if the proper application and permit criteria have been met and authorized by the City Administrator or their designee.

Sec. 14-52. - Designation of park.

The lakeside park located within the city on State Road 500 and on Lake Eustis is hereby named, designated and dedicated as the Tavares Recreation Park on Lake Eustis.

~~Sec. 14-53. Fred Stover Sports Complex.~~

~~The Fred Stover Sports Complex is located on property legally described as:~~

~~ALL OF BLOCKS "B," "C," AND "D," HARRINGTONS SUBDIVISION, CITY OF TAVARES, LAKE COUNTY, FLORIDA AS SHOWN IN PLAT BOOK I, PAGE 1, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. SAID SPORTS COMPLEX IS HEREBY NAMED "FRED STOVER SPORTS COMPLEX," AND SHALL HEREAFTER BE REFERRED TO BY SAID NAME.~~

Sec. 14-53. - Park roads and parking areas.

- (a) *Traffic laws.* Applicable state vehicle laws shall apply in and about all park property and in addition thereto the following rules shall be applicable on roads and driveways within parks.
- (1) No person shall drive a vehicle at a speed greater than is reasonable or prudent, having due regard for the surface, width, and condition of paving and traffic thereon. All vehicles shall give right-of-way to pedestrians or bicyclists. Maximum speed shall be five (5) miles per hour in congested areas, adjoining park buildings, adjoining beach areas, adjoining picnic areas and adjoining play areas. In all other park areas, maximum speed shall be fifteen (15) miles per hour.
 - (2) No driver or operator of any vehicle shall obstruct traffic or park or stop on any road or driveway except at places so designated or in case of an emergency. If so caused to stop or park for more than fifteen (15) minutes, the operator shall report such fact to a law enforcement officer or Park staff.
 - (3) All law enforcement officers and Park staff are hereby authorized and instructed to direct traffic whenever and wherever needed in the parks and recreation areas and on the highways, streets or roads immediately adjacent thereto in accordance with the provisions of these regulations and such

185 supplementary regulations as may be issued. All persons shall comply with any lawful order, signal,
186 or direction of such officer or staff.

187 (4) No person driving, operating, controlling or propelling any vehicle, shall use any other than the
188 regularly designated paved or improved park roads or driveways, except when directed to do so by a
189 law enforcement officer or Park staff.

190 (5) Where a highway traverses a City park or recreation area and is available for public use at all times,
191 said road shall be open to all through traffic permitted on any county road or highway, but such
192 through traffic shall conform to park speed and traffic regulations, and vehicles otherwise not
193 permitted to operate in park areas shall not stop therein except in case of emergency whereupon
194 prompt report must be made by the driver to a law enforcement officer or Park staff.

195 (6) No vehicle shall enter any City Park, except through the designated park entrance gate, and upon
196 payment of the required fee, if any, except those entering on park business.

197 (7) No person, except in emergencies, shall change any parts, repair, wash, grease or perform other
198 maintenance on a vehicle on any park roadway, parkway, driveway, parking lot or other park
199 property. Waxing and polishing is permitted in parks provided it is in an area open to vehicles and
200 does not interfere with other park activities or traffic flow.

201 (b) Parking areas.

202 (1) No person shall park a vehicle any place on park property other than in regular designated facilities
203 provided for that particular type of vehicle, unless directed otherwise by law enforcement officers or
204 Park staff.

205 (2) No person shall park or station any vehicle in any zone designated and marked "No Parking," or
206 otherwise marked for restricted use except briefly for the expeditious loading or unloading of
207 passengers or freight, and in no case in excess of five (5) minutes for passengers and ten (10) minutes
208 for freight.

209 (3) No person shall double-park any vehicle at any time on any road or parkway or parking concourse,
210 unless so directed by a law enforcement officer or Park staff.

211
212 **Sec. 14-54. - Smoking prohibited.**

213 (a) *Definitions.*

214 ~~*Fred Stover Sports Complex* means the area bounded by Disston Avenue, Clifford Street, Givens Street and~~
215 ~~Medford Avenue, including, but not limited to, the bleachers, playing fields and walkways, excluding parking area.~~

216 *Smoking* means possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco
217 product.

218 *Vape or Vaping* means to inhale or exhale vapor produced by a vapor-generating electronic device or to
219 possess a vapor-generating electronic device while that device is actively employing an electronic, a chemical, or a
220 mechanical means designed to produce vapor or aerosol from a nicotine product or any other substance. The term
221 does not include the mere possession of a vapor-generating electronic device.

Vapor means aerosolized or vaporized nicotine or other aerosolized or vaporized substance produced by a vapor-generating electronic device or exhaled by the person using such a device.

Vapor-generating electronic device means any product that employs an electronic, a chemical, or a mechanical means capable of producing vapor or aerosol from a nicotine product or any other substance, including, but not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or other similar device or product, any replacement cartridge for such device, and any other container of a solution or other substance intended to be used with or within an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or other similar device or product.

Woodlea Road Sports Complex means the entire area of the city's sports facility located on Woodlea Road, adjacent to the wastewater treatment plant, including but not limited to, bleachers, playing fields and walkways, excluding parking area.

Golden Triangle Regional Park - East Campus means the entire area of the city's regional park located on David Walker Drive, including but not limited to, playing fields, pickleball/basketball courts, trails, YMCA property, playground, playing fields and walkways, excluding parking area.

~~Wooton Park~~ Wonderland and Splash Park playground area means that part of Wooton Park encompassing the ~~"Playground Partners"~~ all inclusive, barrier free, and multi-generational playground facility.

(b) Smoking and Vaping prohibited in Tavares Nature Park, Wooton Park playground area, Fred Stover Sports Complex and Woodlea Road Sports Complex; penalties. It shall be unlawful for any person to smoke within the Tavares Nature Park, Wooton Park playground area, the Fred Stover Sports Complex or the Woodlea Road Sports Complex. It shall be unlawful for any person to smoke within any city park identified in Section 3-3. Any violation of this section shall be punishable as provided in section 1-15 of the City Code of Ordinances.

Sec. 14-55. - Prohibited activities in parks and recreational facilities owned or controlled by the city.

The city administrator or ~~assistant city administrator~~ designee is authorized to promulgate and post at each city park and/or recreational facility such reasonable rules and regulations governing the use of said park and/or recreational facility as may be consistent with the best interests of the public health, safety and welfare. Any violation of such rules and regulations shall be unlawful, and shall be punishable as provided in section 1-15 of the City Code of Ordinances.

(a) Unless authorized by the Administrator or their designee or otherwise permitted under this chapter, the following activities are prohibited on park property:

(1) Scuba diving.

(2) Hunting.

(3) Gambling, including raffles, bingo games, card games for money.

(4) Alcoholic Beverages.

a. It shall be unlawful for any person to purchase, sell or offer for sale, have in his possession or consume any alcoholic beverages in or on any public park excepts as permitted within the Downtown Waterfront Entertainment District as defined in Article XI. of chapter 10.5 of this Code and except as provided herein, unless such sale, possession or consumption takes place at and during an authorized City event. This section shall not apply to possession of unopened containers of alcoholic beverages located inside vehicles or vessels at any City boat ramp, or unopened containers of alcoholic beverages located inside vehicles at any City owned parking

lot or parking facility. However, this subsection does not authorize the sale or consumption of alcoholic beverages at such City boat ramps or other facility and such sale or consumption is strictly prohibited.

b. This section does not apply to the "Downtown Waterfront Entertainment District" as provided in section 10.5-502 of the City Code of Ordinances.

(5) The operation or use of bicycles, tricycles, skateboards, rollerblades, motorized bicycles, electric bicycles, electric scooters, or similar equipment are prohibited on boardwalks, nature trails and sidewalks, unless such areas are specifically designated as an approved trail or trail connector.

All electric or motorized bicycles (including Class 1, Class 2, and Class 3, as defined in § 316.003, Florida Statutes) and all electric or motorized scooters are prohibited in all City parks and recreational facilities.

Notwithstanding the foregoing, Class 1 electric bicycles and electric scooters with a maximum motor-assisted speed not exceeding 20 miles per hour may be permitted only on trails or trail connectors where expressly authorized and identified by clearly posted signage installed by the City Administrator or designee.

(b) ADA Mobility Device Exception. Nothing in this section shall be construed to prohibit or restrict the use of mobility devices by individuals with disabilities, in accordance with the Americans with Disabilities Act (ADA), its implementing regulations, and any related federal guidance. Specifically:

(1) Individuals with mobility disabilities may use Other Power-Driven Mobility Devices (OPDMDs), as defined in 28 C.F.R. § 35.104, in City parks and recreational facilities, provided such use:

(a) Is by a person with a mobility-related disability;

(b) Does not pose a direct threat to the health or safety of others;

(c) Does not fundamentally alter the nature of the services, programs, or activities provided by the City; and

(d) Complies with legitimate safety requirements adopted in accordance with 28 C.F.R. § 35.137.

(2) The City Administrator or designee may develop and implement written guidelines for the safe use of OPDMDs and the reasonable accommodation of persons with disabilities consistent with federal law.

(6) Hitchhiking.

(7) Camping.

(8) Golfing or the swinging of golf clubs in recreational areas to hit balls.

(9) No person shall utilize park property to engage in any private commercial activity, including the use of any vehicle carrying materials or merchandise for sale.

(10) Non-recreation areas. No person or persons shall engage in rough or potentially dangerous games or practice for same, such as football, baseball, softball, horseshoes, quoits, tennis, volleyball, badminton or any other games, practice or exercise involving thrown or otherwise propelled objects such as balls, stones, arrows, javelins, shuttlecocks, Frisbees, model aircraft, roller skates or skateboards in those areas posted as non-recreation areas, or in those areas specifically restricted.

(b) Any person who violates the provisions of this section may be directed by a law enforcement officer or any other individual authorized to enforce this section to leave the Park or Park property. Failure to comply with such order to vacate shall constitute a separate violation of this section. Any violation of this section shall be punishable as provided in section 1-15 of the City Code of Ordinances.

(c) Notwithstanding the foregoing, law enforcement officers retain the authority to make an arrest based on any violation of applicable Florida statutes, independent of a person's refusal to leave the Park or Park property.

Sec. 14-56. - Preservation of park property and wildlife.

Regulation of conduct with respect to protection of park property to prevent damage, removal or destruction, and park wildlife is necessary to preserve park and recreation areas for the use of future generations.

(1) *Park property.*

a. No person shall dig, move, or remove from any park any beach sand whether submerged or not, or any soil, rock, stones, down timber or other wood or materials, or make any search, excavation by tool, equipment, metal detector, blasting, or other means or agency, or construct or erect any buildings or structures of whatever kind whether permanent or temporary in character, or run or string any public service utility into, upon or across such lands unless the proper application and permit criteria have been met and authorized by the City Administrator or their designee.

b. Trees, shrubbery and lawns are property assets of the park and no person shall cut, carve, or injure the bark, or break off limbs or branches or mutilate in any way, or pick the flowers, fruits, seeds, or nuts of any tree or plant, nor shall any person pile debris or material of any kind on or about any tree or plant, or attach any rope, wire or other contrivance to any tree or plant, wherever temporary or permanent in character or use.

c. No person shall build a fire except in designated areas or authorized containers, and no person shall forage for burning materials unless authorized by the City Administrator or their designee.

d. Using the fountains, ponds, lakes, rivers, streams, bays, or any other bodies of water within the parks, or the tributaries, storm sewers or drains flowing into them as dumping

336 places for any substance or matter or thing which will or may result in the pollution of
337 said waters is prohibited.

338 (2) Wildlife.

339 a. Unless otherwise permitted in this chapter, no person shall molest, harm, frighten, kill,
340 net, trap, snare, hunt, chase, shoot or throw missiles at any wildlife creature be it
341 mammal, aquatic or marine life, bird or reptile roaming free about the Park or in captivity
342 in a cage, nor shall any unauthorized person remove or possess the young of any wild
343 animal or the nest or eggs of any reptile or bird or to collect, remove, possess, give away,
344 sell or offer to sell, buy or offer to buy, or accept as a gift any specimen dead or alive.

345 b. No person shall disobey posted notice prohibiting feeding mammals, birds, reptiles,
346 amphibians or fish.

347 c. No person shall place, dump, abandon, or leave any fish, mammal, reptile or bird, either
348 wild or domestic, on park property.

349
350 d. This section is not intended to prohibit park users from protecting themselves or their
351 personal property from an animal bite or attack.

352

353 **Sec. 14-57. - Permitted activities.**

354 Picnicking, sports and fishing shall be permitted in City parks unless specifically posted otherwise. Boating
355 in City parks is only permitted in parks with a dedicated boat launch or ramp. The exclusive use of any sports
356 field or court, pavilion, recreation building, or any part thereof will require an approved permit through the
357 division. In all areas, trash and refuse will be discarded in appropriate containers, but if no containers are
358 available, such trash and refuse will be removed from park property and disposed of elsewhere. The following
359 regulations shall apply to specific park activities:

360 (1) Swimming areas.

361 a. No person shall erect or cause to be erected any tent, shelter or structure on or in any park area
362 in such a manner that a guy wire, rope, extension, brace or support connected or fastened from any
363 such structure to any other structure, stake, rock, or other object is necessary, nor shall any
364 structure, tent or shelter lack an unobstructed view of the interior from at least two (2) sides.

365 b. No person shall carry, transport or cause to be transported any glassware, bottles, self-opening
366 cans or any other potentially dangerous or sharp objects into any beach, wading or swimming areas.

367 c. No persons or pet shall wash or be washed with or without soap or other cleansers in lakes,
368 ponds, stormwater, or other bodies of water.

d. The use of inflated inner tubes, rubber boats, life ring, cork or kapok belt, water wings, or any other device designed to artificially hold a person afloat shall be used at the persons own risk. Park staff shall have authority to order the removal of such items from supervised swimming areas when the swimming areas are overcrowded and the use of such items endangers the safety of persons within the water.

(2) Boating areas.

a. All persons navigating or operating a motor equipped boat shall comply with all established speed and navigation regulations.

b. No motor equipped boat shall be operated within one hundred (100) feet of swimming areas or areas frequented by swimmers.

c. No person other than a concessionaire licensed by the city to operate within a City park shall be permitted to rent, hire, or operate for charge, any kind of boat or water craft, whether powered or not, from park property. Persons operating such boats desiring to maintain a scheduled boat line, either annual or seasonal, may make formal written application to the City Administrator or their designee. This provision is not intended to prevent the rent, hire or operation for charge of boats or watercraft where such renting, hiring or operation is conducted from a private place of business, nor is it intended to prevent the landing on park property of any rented or hired boat.

d. Boat docks and ramps must be kept clear of all equipment or gear.

e. Use of docking and mooring space for an unreasonable amount of time to the exclusion of others will not be permitted. Docking and mooring space shall be used for loading and unloading only, unless otherwise authorized by the City Administrator or their designee.

f. No overnight living on boats docked or moored to park property is allowed unless authorized by the City Administrator or their designee.

(3) Picnic areas.

a. Persons using picnic areas shall completely extinguish and properly dispose of all charcoal coals before leaving and shall place all trash such as boxes, papers, cans, bottles, garbage and other refuse in the disposal receptacles where provided. If receptacles are not available, refuse shall be carried away from the park and properly disposed of elsewhere.

b. Use of individual grills/fireplaces, together with tables and benches, shall be available on a "first come, first served" basis.

c. Picnic areas requiring reservations shall be designated with appropriate signage.

(4) Fishing areas.

a. Commercial fishing from park property, or the buying or selling of fish caught from park property is strictly prohibited.

b. Fishing shall be prohibited on any beach or swimming area.

c. Fishing shall be prohibited on property known as the Chris Daniels Memorial Fountain.

Sec. 14-58. - Animals and pets.

(a) Dogs and other pets will be excluded from all parks except where specifically designated.

(b) In parks where dogs are allowed, unrestrained dogs or other domestic animals shall not be permitted in any park area other than in enclosed or fenced areas as may be clearly marked for use by animals. Dogs in areas other than the designated enclosed or fenced area shall at all times be restrained or kept on a leash not more than six (6) feet in length. Dogs shall wear their county issued license tags at all times. Owners shall be responsible for properly disposing of all solid excreta.

(c) This section shall not apply to:

(1) Horses or dogs used by a law enforcement officer or park ranger in the performance of their duties.

(2) Service animals, as defined by the American with Disabilities Act (ADA) and § 413.08, Florida Statutes, as each may be amended from time to time, provided the animal is under the handler's control at all times by leash, harness, or other effective means of control, or is otherwise under the handler's voice, signal, or other control if use of such a device is not feasible due to the handler's disability.

(3) Animals or fowl kept by the division or under its direction.

(4) Animals used through the direction of the division by an individual for educational purposes.

Sec. 14-59. - Permits required.

Applications for any permit required under this article shall be obtained from the division. The application shall contain the name, address and telephone number of the applicant and the duration, hours and location of the proposed activity. Permits shall be granted if the following conditions are satisfied:

(1) The requested activities will not interfere with the normal use of park property.

(2) The requested activities will not require diversion of police or emergency services so as to unduly deprive other areas of their services.

(3) The requested activities will not unreasonably create a risk of injury to persons or property or to promote disorderly conduct as defined in section 877.03, Florida Statutes.

(4) Adequate sanitary facilities will be available.

(5) The requested activity will not result in noise in a level inappropriate for the areas surrounding the location.

(6) The requested activity will not interfere with other activities already permitted by the division.

(7) The requested activity does not create a risk to the general health, safety and welfare of the citizens of Tavares.

(8) All applicable fees have been paid.

(9) The applicant has acknowledged and signed a copy of the applicable rules and regulations.

(10) Proof of liability insurance has been provided showing the City of Tavares as an additional named insured, where required.

(11) Proof that all other governmental approvals have been obtained, whether local, state or federal.

Sec. 14-60. - Fees.

The Tavares City Council may, from time to time, by resolution, designate any or all of the city parks, as "fee parks," and may set a fee to be charged to the general public for the admission to, specific facility usage or rental of, advertising in, program or activity instruction, special event participation, and/or sales of approved concessions. It shall be unlawful for any person to attempt or intentionally enter any fee park or activity without paying such fee. Any person violating this section may be ordered by division staff or any other person having authority to enforce this article to leave the premises of the public park in which the violation occurs. Failure to comply with such order shall constitute a separate violation of this article.

Sec. 14-61. - Enforcement and penalties.

The provisions of this article may be enforced by any law enforcement officer having jurisdiction, the division of code enforcement and/or division staff where applicable. Any person found in violation of a provision of this article may be asked to leave the park property, issued a trespass warning or punished in accordance with section 1-15 of the City of Tavares code of ordinances.

Sec.14-62. - Park advertising.

(a) The City Administrator or their designee may designate park areas as limited public forums for purposes of advertising.

(b) Applications for advertising shall be obtained from the division. All advertising shall be reviewed and approved by the City Administrator or their designee prior to placement in the parks. The City Administrator or their designee shall notify the applicant of approval or denial of advertising within thirty (30) business days from the date the completed application is received by the division.

(c) The following categories of advertisements are prohibited:

(1) *Demeaning or disparaging.* Advertisement containing material that demeans or disparages an individual or group of individuals on the basis of race, color, religion, national origin, ancestry, gender, age, disability, ethnicity, or sexual orientation.

(2) *Profanity.* Advertisement containing profane language.

(3) *Violence.* Advertisement containing an image or description of graphic violence or the depiction of weapons or other implements or devices associated in the advertisement with an act or acts of violence or harm to a person or animal.

(4) *Unlawful goods or services.* Advertisement or any material contained in it, which promotes or encourages, or appears to promote or encourage, unlawful or illegal goods or services.

(5) *Unlawful conduct.* Advertisement or any material contained in it, which promotes or encourages, or appears to promote or encourage, unlawful or illegal behavior or activities.

(6) *Nudity.* Advertisement or any material contained in it, which has an image or depiction of nudity, or the appearance of nudity.

(7) *Endorsement.* Advertisement or any material contained in it, which implies or declares an endorsement by the city without the prior written authorization of the City Administrator or their designee.

(8) *"Adult"-oriented goods or services.* Advertisement which promotes or encourages, or appears to promote or encourage, adult book stores, nude dance clubs and other adult entertainment establishments, adult telephone services, adult Internet sites, and escort services.

(9) *Potential danger.* Advertisement which displays the word "stop," "drive," "danger" or any other word, phrase, symbol, lighting, or any devices or any components thereof, or character likely to interfere with or mislead pedestrian or vehicular traffic.

(d) No person shall display, distribute, post or fix any banner, sign, handbill, pamphlet, circular, placard, or any other printed matter containing advertising, within any park or facility, except where specifically authorized by the City Administrator or designee.

ARTICLE IV ADOPT-A-PARK/ADOPT-A-TRAIL PROGRAM

Sec. 14-63. - Adopt-a-park and adopt-a-trail programs established.

There is hereby established the City of Tavares Adopt-a-Park and Adopt-a-Trail Programs. These programs shall be administered by the City Administrator or designee. The purpose of these programs shall be to involve

the public to keep City of Tavares' parks and trails free of litter by enlisting civic-minded volunteer organizations and individuals to adopt one of these recreational facilities. Through adoption of a city park or trail, an organization shall have the responsibility for picking up any litter which may accumulate within that recreational facility.

Sec. 14-64. - Administration of the program.

The City Administrator or their designee shall have responsibility for the administration, coordination, permitting, and record keeping activities associated with these programs. The City Administrator or their designee shall:

(1) Explain the programs to interested organizations or individuals.

(2) Issue permits to qualifying adopting organizations or individuals.

(3) Schedule the litter removal to be accomplished by the adopting organization or individual, consistent with the provisions of this article, and the rules and regulations which may be promulgated by the City Council.

(4) Schedule pickup of bagged litter by City of Tavares personnel or contractor.

(5) Provide approved safety literature to organizations or individual members.

(6) Provide and erect appropriate signage at each adopted city park or trail. Each sign shall display the permitted organization or individual's name or acronym. Permitted organizations or individuals which are sponsored by businesses may have the name of the business displayed on the sign in block letter, but no business logo or trademark shall be displayed.

(7) Provide analysis and reports to the City Council as required.

Sec. 14-65. - Conditions of participation.

The City Administrator or their designee shall ensure that organizations or individuals participating in the program shall abide by the following conditions:

(1) Any City of Tavares community organization or individual, such as a civic, social, or school organization or individual, as well as businesses, and individuals eighteen (18) years of age or older, may be issued a permit by the City Administrator or their designee to adopt a park or trail. Participants shall have approved permit applications on file with the City Administrator or their designee prior to issuance of a permit, and prior to participation in any cleanup effort. The City Administrator or their designee shall assist the permitted organization or individual in the selection of the city park or trail to be adopted.

(2) The members of any participating organization or an individual shall obey and abide by all laws, ordinances and regulations relating to safety and other matters as may be required by the City Administrator or their designee. The City Administrator or their designee shall have authority to require adherence to special regulations in relation to city parks or trails which may offer unusual problems or safety.

530 (3) The permitted organization or individual shall be responsible for furnishing adequate supervision by one
531 (1) or more adults for participants who are fifteen (15) years of age or younger.

532 (4) Each permitted organization or individual shall conduct at least one (1) safety meeting per year.

533 (5) Participants who are sponsored by permitted organizations or individuals shall be required to attend a
534 safety meeting conducted by the permitted organization or individual before participating in the cleanup of
535 the adopted park.

536 (6) Each permitted organization or individual shall adopt one (1) city park or three (3) miles of trail for a
537 minimum period of two (2) years.

538 (7) Each permitted organization or individual shall pick up litter a minimum of five (5) times each year, with
539 the year measured from the date the permit is issued.

540 (8) Each permitted organization or individual shall provide their participants with supplies and materials for
541 the cleanup event.

542 (9) Participants shall not possess or consume alcoholic beverages while participating in the litter pickup.

543 (10) Each permitted organization or individual shall ensure that a first-aid kit and adequate drinking water are
544 available to participants during litter pickup.

545 (11) Each permitted organization or individual shall ensure that litter collected is placed in trash bags and left
546 at garbage receptacles located at the sponsored facility for pick up. The permitted organization or individual
547 will alert the City Administrator or their designee that a clean-up was completed and the location of the trash
548 to be picked up.

549 (12) No permitted organization or individual shall subcontract or assign its duties to any other organization or
550 individual. Each permitted organization or individual shall act as an independent contractor in picking up litter
551 and shall not be subject to the control of the City Administrator or their designee, provided that the provisions
552 of this chapter are complied with.

553 (13) Each permitted organization shall elect a chairperson to represent the organization in the conduct of its
554 affairs with the City Administrator or designee. An individual shall designate a person to represent himself or
555 herself.
556

557 Section 2. Severability and Conflicts

558 The provisions of this ordinance are severable and it is the intention of the City Council
559 in Tavares, Florida, to confer the whole or any part of the powers herein provided. If any court
560 of competent jurisdiction shall hold any of the provisions of this ordinance unconstitutional, the
561 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
8/6/2025**

AGENDA TAB NO.: 4

SUBJECT TITLE: Ordinance 2025-05 - Amending Chapter 8, Table 8-1 "Future Land Use/Zoning Matrix" and Table 8-3 "Development Standards" of the Land Development Regulations (Community Development)

OBJECTIVE:

Ordinance 2025-05 - Amending Chapter 8, Table 8-1 "Future Land Use/Zoning Matrix" and Table 8-3 "Development Standards" of the Land Development Regulations (Community Development)

SUMMARY:

On September 21, 2022, City Council approved a master revision to the Land Development Regulations in order to be consistent with the adopted 2040 "Taking Flight" Comprehensive Plan. Thereafter, city staff discovered errors in Chapter 8, Table 8-1 "Future Land Use/Zoning Matrix" of the Land Development Regulations. Attached is the revised Table 8-1 which allows for PD (Planned Development) in RE (Residential Estate) zoning district consistent with the City's adopted Comprehensive Plan.

On April 17, 2025, the P&Z Advisory Board recommended City Council to consider 0' setbacks without any conditions in the Downtown Waterfront Entertainment District. On May 7, 2025, the City Council directed staff to implement the recommended text amendment changes into the Land Development Regulations. Attached is the revised Chapter 8, Table 8-3 CD (Commercial Downtown), which permits 0' setbacks without any height conditions in the Downtown Waterfront Entertainment District.

OPTIONS:

1. That the City Council moves to approve Ordinance 2025-05.
2. That the City Council moves to deny Ordinance 2025-05.

STAFF RECOMMENDATION:

On July 17, 2025, the Planning & Zoning Advisory Board met and voted unanimously (6-0) to recommend approval of the ordinance as presented.

Staff recommends that the City Council moves to approve Ordinance 2025-05.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

The Ordinance has been reviewed by the City Attorney and approved for legal sufficiency.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2025-05
2. Newspaper Ad

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

ORDINANCE 2025-05

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS CHAPTER 8 ZONING REGULATIONS, TABLE 8-1 FUTURE LAND USE/ZONING MATRIX; AND TABLE 8-3 DEVELOPMENT STANDARDS; 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 City of Tavares has advertised as required by law for two public hearings prior to adoption of this ordinance; and

WHEREAS, the City of Tavares Planning and Zoning Board, and City Council held duly noticed public hearings providing opportunity for individuals to hear and be heard regarding the adoption of the proposed ordinance; and,

WHEREAS, to be consistent with the Comprehensive Plan, the Tavares City Council desires to amend the City's Land Development Regulations Chapter 8, Zoning Regulations, Table 8-1 Future Land Use/Zoning Matrix; and,

WHEREAS, the Tavares City Council desires to amend the City's Land Development Regulations Chapter 8, Zoning Regulations, Table 8-3 Development Standards, to permit 0' setbacks in the Downtown Waterfront Entertainment District without a 30' height limitation; therefore,

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 ~~strikethrough~~ and underline as follows:

Table 8-1 Future Land Use/Zoning Matrix

FLU Zoning	ESTATE Residential Estate Density (1-du/ae)	SUB Suburban Density Residential (3-du/ae)	LOW Low Density Residential (5.6-du/ae)	MED Medium Density Residential (12-du/ae)	HD High Density Residential (25-du/ae)	MH Mobile Home Density Residential (8.7-du/ae)	MU Mixed Use (25-du/ae)	COM Commercial (0-du/ae)	CD Commercial Downtown (25-du/ae)	IND Industrial	PUB Public Facilities
RSF-E	C	C									
RSF-A		C	C								
RSF-1			C				C				
RSF-2			C	C		C	C				
RMF-2			C	C	C		C				
RMF-3				C	C		C				
RMH-P						C					
RMH-S						C					
PD	C	C	C	C	C	C	C	C	C	C	C
MU							C				
C-2								C			
C-1								C			
CD									C		
I										C	
PFD		C	C	C	C	C	C	C	C	C	C

Table 8-3 Development Standards

CD COMMERCIAL DOWNTOWN DISTRICT	
Minimum Lot Requirements	Commercial/Office/Multi-Family A lot may be of any size, both area or width, subject to the lot meeting minimum standards for setbacks, buffer requirements, off-street parking and loading, stormwater and other requirements.
Maximum Impervious Surface Area	90%
Minimum Yard Requirements	Adjacent to federal, state highway or county secondary highway right-of-ways — 25 ft. Setback from right-of-way on property located adjacent to all other roads — 10 ft. Setback from Main Street Front: 0 ft. Internal Side: 0 ft. Street Side: 7.5 ft. Rear: 10 ft. • For alternative design standards see Chapter 9 Setbacks from Ruby Street — Front: 10 ft. Internal Side: 0 ft. Street Side: 7.5 ft. Rear: 10 ft. • For alternative design standards see Chapter 9 Setbacks from S. Joanna Ave., S. New Hampshire Ave., S. Rockingham Ave., St. Clair Abrams Ave., and N. Disston Ave., N. Texas Ave., S. Lake Ave. —

	Front: 10 ft. Internal Side: 0 ft. Street Side: 7.5 ft. Rear: 10 ft. Natural Water bodies (from MHWL): 50 ft. Wetlands: 25 ft. *For properties located within the Downtown Waterfront Entertainment District, as defined under Section 10.5-502 of the city's Code of Ordinances, the minimum setback from a street for a vertical building face or accessory structure shall be 0 feet, provided that the vertical building face abutting the street is less than 30 feet in height and provided that the use of the property is a conforming use under Table 8-2, Permitted and Special Uses. See Alternative Design Standards in Chapter 9 for building faces greater than 30 feet in height.
Maximum Height of Structures	84 feet
Minimum Off-street Parking Requirements	See Chapter 20 Off Street Parking Requirements In All Zoning Districts
Landscape Buffer Requirements	See Chapter 11 Landscape Buffer Requirements In All Zoning Districts
Commercial Architectural and Site Design Requirements	See Chapter 9 Overlay Zoning District Requirements for all Non-Residential Development
Additional Requirements	See notes: 1, 2, 5, 6, 8

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
8/6/2025**

AGENDA TAB NO.: 5

SUBJECT TITLE: Ordinance 2025-06 - Implementation of the "Click-2-Enter" System requirements in Chapter 16, Section 16-24 Fire Protection of the Land Development Regulations (Fire Department)

OBJECTIVE:

Ordinance 2025-06 - Implementation of the "Click-2-Enter" System requirements in Chapter 16, Section 16-24 Fire Protection of the Land Development Regulations (Fire Department)

SUMMARY:

City staff is recommending incorporating the "Click-2-Enter" (C2E) system into the City's Land Development Regulations (LDRs) to replace the outdated Siren-Operated Sensor (SOS) system. The C2E system is designed to enhance emergency response by providing seamless access to automatic gates in residential communities. Unlike the SOS system, which relies on audible sirens and a receiving microphone that is known to fail, the C2E system uses secure radio frequency through dispatch, offering a more reliable, quiet, and efficient method for first responders to gain entry during emergencies.

Adopting this standard will align the city with surrounding jurisdictions, promoting regional consistency and interoperability among public safety agencies. It will also reduce confusion, improve response times, and ensure all new gated developments are built with modern, effective emergency access in mind.

OPTIONS:

1. That the City Council moves to approve Ordinance 2025-06.
2. That the City Council moves to deny Ordinance 2025-06.

STAFF RECOMMENDATION:

On July 17, 2025, the Planning & Zoning Advisory Board met and voted unanimously to recommend approval, subject to some minor clarifications. The City Council packet contains the revised edits as recommended by the P&Z Advisory Board and reviewed by staff and legal counsel.

Therefore, Staff recommends that the City Council moves to approve Ordinance 2025-06.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

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

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2025-06
2. Newspaper Ad

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

ORDINANCE 2025-06

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS CHAPTER 16 SUBDIVISION REGULATIONS, SECTION 16-24 FIRE PROTECTION; 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 City of Tavares has advertised as required by law for two public hearings prior to adoption of this ordinance; and

WHEREAS, the City of Tavares Planning and Zoning Board, and City Council held duly noticed public hearings providing opportunity for individuals to hear and be heard regarding the adoption of the proposed ordinance; and,

WHEREAS, the Tavares City Council desires to amend the City's Land Development Regulations Chapter 16, Subdivision Regulations, Section 16-24 Fire Protection, to include Public Safety Access System "Click to Enter®"; therefore

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 ~~striketrough~~ and underline as follows:

CHAPTER 16 - SUBDIVISIONS REGULATIONS

Division II - Subdivision Improvements and Design Standards

Section 16-24 Fire Protection

- A. Fireplug location specifications. In both residential areas and commercial areas, every lot shall have a fireplug within five hundred (500) feet. To assist in locating the fireplug, a blue raised reflector shall be placed in the center of the street at a right angle to the plug.
- B. Gated Community Access. Every electronic roadway entrance gate shall be equipped with an approved public safety access emergency gate opening system ("Public Safety Access System"). The Public Safety Access System shall be permitted, inspected, and approved by the City of Tavares prior to installation and operation. In the event an existing Public Safety Access System is found to be malfunctioning or inoperative, the City of Tavares or any other authorized

governmental emergency services may order that the entrance gate remain in the locked-open position until such time as the system is repaired, replaced and inspected. Any electronic gate opening system being installed, that is either new or replacing an existing Public Safety Gate Opening System shall be permitted and approved utilizing a specific and exclusive radio frequency channel for all public safety agencies utilizing the "Click-2-Enter®" public safety access technology.

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
8/6/2025**

AGENDA TAB NO.: 6

SUBJECT TITLE: Ordinance 2025-07 to Amend Section 2-46 of City Code - P&Z & Library Board Reimbursement of Expenses (City Administrator)

OBJECTIVE:

To Consider Adoption of Ordinance 2025-07 amending Section 2-46 to update Payment amounts to the Planning & Zoning Board and the Library Board.

SUMMARY:

On December 2, 1987, the Tavares City Council adopted Ordinance 87-61 which established compensation of twenty dollars (\$20.00) for each board member for each meeting attended with payment on a monthly basis for all City Boards.

- Planning and Zoning Board (Board established by Ordinance 1986-13)
- Code Enforcement Board
- Recreation Board
- Library Board (Board established by Ordinance 1975-01 & restructured by Ordinance 1988-20)

On February 15, 2012, the Tavares City Council adopted Ordinance 2012-03, which removed the Code Enforcement Board and the Recreation Board from Section 2-46 of Article III of the City Code of Ordinances. Code Enforcement was moved to a Special Master format. Ordinance 2012-03 listed the following boards, and left the compensation for board members at twenty dollars (\$20.00) for each board meeting attended.

- Library Board
- Planning and Zoning Board

Compensation for the two boards has remained unchanged since 1987. It is recommended that board compensation be increased to seventy-five dollars per meeting (\$75.00) to better reflect the cost associated with board duties in today's dollars. It should be noted that each board meets once per month, and each board consists of seven (7) members.

Staff have included the increase for board compensation in the Fiscal Year 2026 Proposed Budget. Staff recommend implementing the increase in compensation for board members upon adoption of Ordinance 2025-07. The cost for FY2025 is \$3,080, which will be funded from savings in various budget line items in the general fund.

OPTIONS:

1. Move to Adopt Ordinance 2025-07 to amend Article III, Section 2-46 of the City Code to increase City Board Compensation from \$20 per meeting to \$75 per meeting paid monthly.
2. Move to not Adopt Ordinance 2025-07

STAFF RECOMMENDATION:

Move to Adopt Ordinance 2025-07 to amend Article III, Section 2-46 of the City Code to increase City Board Compensation from \$20 per meeting to \$75 per meeting paid monthly.

FISCAL IMPACT:

	Board Members	Compensation per Member per Meeting per month	Cost per Month per Board	Months per Year	Cost Per Year
CURRENT					
Library	7	20.00	140.00	12	1,680.00
Planning & Zoning	7	20.00	140.00	12	1,680.00
Annual Total					3,360.00
PROPOSED					
Library	7	75.00	525.00	12	6,300.00
Planning & Zoning	7	75.00	525.00	12	6,300.00
Proposed Annual Total					12,600.00
Increase		- included in Proposed FY2026 Budget			9,240.00
Sept)		Increase for FY 2025 (June, July, Aug &			3,080.00

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Ordinance 2025-07_Board Payments_2nd reading on 07022025
2. Ordinance 1987-61 Compensation for City Board Members
3. Ordinance 2012-03 - Board Updates inc Beautification Committee
4. Legal Ad - Ordinance 2025-07

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

ORDINANCE 2025-07

AN ORDINANCE AMENDING ARTICLE III, SECTION 2-46 RELATING TO PAYMENTS TO THE LIBRARY BOARD AND THE PLANNING AND ZONING BOARD OF THE CITY OF TAVARES CODE OF ORDINANCES; PROVIDING FOR AN EFFECTIVE DATE

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:

Section 2-46 is amended as follows whereas strikethroughs represent deletions, and underlines represent additions:

Section 2-46 – Reimbursement of expenses for certain members.

Members of the following boards and committees of the city shall ~~receive twenty dollars (\$20.00)~~ seventy-five dollars (\$75.00) per meeting for each meeting of the board or committee that they attend as reimbursement for expenses, which amount shall be paid monthly not less than fifteen (15) days following the end of the month for which payment is made.

(1) Planning and Zoning Board

(2) Library Board

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

PASSED AND ORDAINED this 2nd day of July 2025, by the City Council of the City of Tavares, Florida.

Walter Price, Mayor

ATTEST:

Susie Novack, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Lindsay Holt, City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/6/2025**

AGENDA TAB NO.: 7

SUBJECT TITLE: Tavares 145th Anniversary (City Administrator)

OBJECTIVE:

To Discuss the Tavares 145th Anniversary

SUMMARY:

Tavares was established in 1880, making this year the 145th anniversary of this event. The City's resident Historian, Council member Bobby Grenier, is working on several recognition events for this fall, including:

1. Central Florida Museum Sharing Symposium at the Pavilion – Wednesday, September 17th at 10:00am. The Mayor and City Administrator to welcome the 50-plus attendees.
2. United Congregational Church's 140 year anniversary – November 7th, 8th and 9th.
3. Historical Marker placement at the Smith's Church that is under renovation on Alfred Street (Date to be determined)
4. A weekend at the Tavares Historical Museum (Information displayed on the establishment of Tavares 1880). Date to be determined

Mayor Walter Price has suggested a guided walking tour be added to the weekend History Museum event.

An opportunity is provided for Council members to weigh in on these and add any other recognition events. From a budgetary perspective, it is anticipated that the impact will be negligible (\$1,500) and include staff time, Port-O-Lets and welcoming coffee/doughnut-type expenses which will be provided for from the City Administrator's existing budget.

OPTIONS:

- 1) Discuss and add events.
- 2) Discuss and approve as submitted.

STAFF RECOMMENDATION:

Discuss and add an event

FISCAL IMPACT:

Cost are estimated to be in the \$1,500 area plus staff time to be paid for from Administrator's 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
8/6/2025**

AGENDA TAB NO.: 8

SUBJECT TITLE: Renaming "Tavares Nature Park" as "Tavares Nature Preserve" (Public Works)

OBJECTIVE:

Council to rename "Tavares Nature Park" to "Tavares Nature Preserve" to better reflect the City's environmental stewardship goals, align with regional conservation initiatives, and enhance public perception of the site's ecological value.

SUMMARY:

In 1997, the City of Tavares achieved a significant milestone by securing a grant from the Florida Communities Trust as part of the Preservation 2000 Program (P2000). This grant was instrumental in acquiring the Tavares Nature Park, a testament to the city's unwavering commitment to environmental preservation. The City agreed to the program's land management, conservation, and preservation conditions, ensuring the protection, restoration, and preservation of the park's natural resources, and the preservation of the existing hydrologic regime in its natural state.

Given the rigorous land management conditions and the City's commitment to conservation and preservation, it is the opinion of the City staff that renaming the "nature park" as a "nature preserve" would not only align with the land management conditions, but also enhance the public perception and clarity regarding the level of service provided to the park, in contrast to the multifaceted uses generally associated with nature and recreational parks. Transitioning the name from "nature park" to "nature preserve" would also allow for the implementation of comprehensive conservation strategies that minimize human impact and mitigate environmental degradation. This shift would facilitate vital ecosystem processes and uphold ecological balance, both of which are essential for the survival of threatened and endangered species. Importantly, this initiative would ensure long-term conservation benefits, promoting a resilient and flourishing natural environment for both current and future generations, instilling a sense of hope and optimism in our collective environmental efforts.

Salient points of renaming Tavares Nature Park to Nature Preserve:

Enhanced Conservation and Biodiversity Protection

Nature preserves focus primarily on conserving wildlife, native plants, and natural resources with limited human disturbance. This permits ecosystems to function more naturally, supporting threatened and endangered species and maintaining ecological balance better than the typical multipurpose nature park, which often balances recreation and conservation.

Reduced Human Impact and Sustainable Ecosystem Function

Nature preserves restrict certain recreational and development activities more rigorously than parks, such as large-scale events, intensive farming, or extensive trail construction, reducing habitat fragmentation and environmental degradation. This allows critical ecosystem processes—such as pollination, nutrient cycling, and natural succession—to proceed undisturbed, increasing resilience

against climate change and natural disasters.

Public Perception and Clarity

Renaming the Nature Park to Nature Preserve can help clarify the park's intended use as a low-impact, ecologically sensitive area and aligns with the required grant land management prerequisites.

Funding and Grant Positioning

The new name may strengthen future grant applications by signaling a stronger conservation ethic. This could be advantageous in competitive grant programs like RAISE or Florida Forever, where environmental impact is a key prerequisite.

OPTIONS:

Option 1: Rename "Tavares Nature Park" to "Tavares Nature Preserve" to better reflect the City's environmental stewardship goals, align with regional conservation initiatives, and enhance public perception of the site's ecological value.

Option 2: Retain the current name "Tavares Nature Park"

STAFF RECOMMENDATION:

Option 1: Rename "Tavares Nature Park" to "Tavares Nature Preserve" to better reflect the City's environmental stewardship goals, align with regional conservation initiatives, and enhance public perception of the site's ecological value

FISCAL IMPACT:

No fiscal impact as the renaming does not require significant infrastructure changes. Signage updates can be phased in during routine maintenance and supported through the Parks Operations & Maintenance Budget.

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/6/2025**

AGENDA TAB NO.: 9

SUBJECT TITLE: Budget Workshop – Present Enterprise and Special Revenue Fund Budgets, and Discuss the General Fund Budget (City Administrator)

OBJECTIVE:

To deliver, present, and discuss the Utility Funds & Special Revenue Fund Budgets for Fiscal Year 2026 (October 1, 2025, through September 30, 2026), and discuss the General Fund budget.

SUMMARY:

At the July 16th City Council meeting, the City Council was presented with the General Fund budget, and staff will now deliver the Proposed Budgets for the Utility Fund and Special Revenue Funds for FY 2026. Afterward, there will be an opportunity to discuss the previously presented General Fund budget as well as the Utilities and Special Fund budgets.

The Utility Funds include: Water, Wastewater, Stormwater, Solid Waste, and the Seaplane Base/Marina. Special Funds include Community Redevelopment (TIF), Infrastructure Sales Tax, Grants, Debt Service, and the Pavilion Fund.

The maximum tentative millage was discussed and set at the July 16th City Council meeting. The Five-Year Capital Plan will be delivered, presented, and discussed at the August 20, 2025, budget workshop, followed by two Public Hearings on the budget on September 3, 2025, and September 17, 2025.

OPTIONS:

1. Allow the Finance Director to present the Enterprise and Special Revenue Funds.
2. Do not allow the Finance Director to present the Enterprise and Special Revenue Funds.

STAFF RECOMMENDATION:

It is recommended that the Finance Director present the Enterprise and Special Funds.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/6/2025**

AGENDA TAB NO.: 10

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

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

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meeting and Budget Workshop	August 20, 2025, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	August 21, 2025, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	September 10, 2025, 4:00 p.m., Tavares Library Expansion Room
Code Enforcement Special Magistrate Hearing	August 26, 2025, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities Meeting	August 8, 2025, 12:00 noon, Location to be determined
Lake Sumter MPO Governing Board Meeting	August 27, 2025, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	August 27, 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 7.31.2025

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/6/2025**

AGENDA TAB NO.: 11

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform the Council on city-related matters.

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.