



AGENDA
TAVARES CITY COUNCIL
August 20, 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 Deacon Jim Shelley, St. Mary of the Lakes Catholic Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Chamber of Commerce Update

Tab 3 Proclamation - Taiwan 114th National Day (Mayor)

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 4 Approval of the August 6, 2025, City Council Meeting and Budget Workshop Minutes (City Clerk)

VIII. RESOLUTIONS

Tab 5 Resolution 2025-13 - Authorize Mayor to Sign LCWA and FDEP Grant Amendments for the North St. Clair Abrams Stormwater Treatment Pond Project (Finance)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

- Tab 6 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 7 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 8 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)

X. GENERAL GOVERNMENT

- Tab 9 Update on Golden Triangle Regional Park East and West Campuses From Architectural Team (Community Services)
- Tab 10 School Resource Officer Agreement with Lake County School Board (Police)

XI. BUDGET WORKSHOP

- Tab 11 Budget Workshop – Five-Year Capital Improvement Plan (City Administrator)
- Tab 12 Budget Workshop – Continued Deliberations and Updates to FY 2026 Proposed Budget (City Administrator)

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

- Tab 13 City Administrator Report
- Tab 14 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
8/20/2025**

AGENDA TAB NO.: 1

SUBJECT TITLE: Deacon Jim Shelley, St. Mary of the Lakes Catholic Church

OBJECTIVE:

Deacon Jim Shelley, St. Mary of the Lakes Catholic Church, will provide the invocation and lead those present the Pledge of Allegiance.

SUMMARY:

Deacon Jim Shelley, St. Mary of the Lakes Catholic Church, will provide the invocation and lead those present 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
8/20/2025**

AGENDA TAB NO.: 2

SUBJECT TITLE: Chamber of Commerce Update

OBJECTIVE:

Recieve an update on the Tavares Chamber of Commerce from Chamber Board Chairman John Riordan.

SUMMARY:

Mr. Riordan will provide an update on Chamber activities.

OPTIONS:

1. Receive an update from the Tavares Chamber of Commerce.
2. Do not receive an update.

STAFF RECOMMENDATION:

Option 1: For the Council to receive an update from the Tavares Chamber of Commerce.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. August 2025 Report

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/20/2025**

AGENDA TAB NO.: 3

SUBJECT TITLE: Proclamation - Taiwan 114th National Day (Mayor)

OBJECTIVE:

For the Council to approve a Proclamation recognizing the occasion of the 114th National Day of the Republic of China (Taiwan).

SUMMARY:

The City of Tavares and New Taipei, Republic of China (Taiwan) have established and continue to maintain a sister city relationship in furtherance of bilateral economic, trade, and cultural opportunities. Each year the National Day of the Republic of China (Taiwan) is observed on October 10th and the Taipei Economic and Cultural Office in Miami holds ceremonies in celebration of this occasion. Director General Charles Chou and the Taipei Economic and Cultural Office (TECO) in Miami requested the City issue a Proclamation recognizing Taiwan for this special day.

OPTIONS:

1. Move to approve the Proclamation in observance and recognition of the 114th National Day of the Republic of China (Taiwan).
2. Do not move to approve the Proclamation.

STAFF RECOMMENDATION:

Option 1: For the Council to move to approve the Proclamation in observance and recognition of the 114th National Day of the Republic of China (Taiwan).

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. PROCLAMATION FOR Taiwan NATIONAL DAY

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



PROCLAMATION FOR NATIONAL DAY The Republic of China (Taiwan)

WHEREAS, The Republic of China (Taiwan) observes the 114th National Day on October 10, 2025; and

WHEREAS, the Taipei Economic and Cultural Office in Miami Florida has maintained a sister-city relation with Tavares – America's Seaplane City in the support of bilateral economic, trade, educational, and cultural relations between Tavares and New Taipei, Taiwan; and

WHEREAS, the United States and Taiwan have maintained and enhanced close friendship over the decades encompassing commercial, cultural, and other interactions based on the Bilateral Trade Agreement, which celebrates the 46th anniversary of its enactment in 2024; and

WHEREAS, Tavares and New Taipei aspire to further collaborate on economic, cultural, and educational relations to promote peace and prosperity.

NOW, THEREFORE, the City of Tavares recognizes this auspicious occasion of the 114th National Day of the Republic of China (Taiwan) and her achievements with our admiration and gratitude.

Walter B. Price, Sr.
Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/20/2025**

AGENDA TAB NO.: 4

SUBJECT TITLE: Approval of the August 6, 2025, City Council Meeting and Budget Workshop Minutes (City Clerk)

OBJECTIVE:

For the Council to consider approval of the August 6, 2025, City Council Meeting and Budget Workshop Minutes.

SUMMARY:

Attached are the August 6, 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. 08-06-2025 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
AUGUST 6, 2025 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

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

STAFF PRESENT

**John Drury, City Administrator
Lindsay Holt, City Attorney
Susie Novack, City Clerk
Scott Aldrich, Community Services Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
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 Bob Coulter, Silver Lake Community Church

Pastor Bob Coulter, Silver Lake Community Church, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following ordinances by title only:

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.

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.

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.

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

VII. CONSENT AGENDA

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

MOTION

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

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

Approved on the Consent Agenda.

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

No discussion at First Reading.

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

No discussion at First Reading.

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

No discussion at First Reading.

Second Reading

Tab 6. Ordinance 2025-07 to Amend Section 2-46 fo the City Code – P&Z & Library Board Reimbursement of Expenses

Mr. Drury made the following presentation:

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.

Mr. Drury said the staff recommended Option 1, for the Council 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.

MOTION

Lori Pfister moved to approve Option 1 [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.], seconded by Troy Singer.

Council Member's Singer and Gamble thanked the Board members for their service and for volunteering their time.

The motion carried unanimously 5-0.

X. GENERAL GOVERNMENT

Tab 7. Tavares 145th Anniversary

Mr. Drury made the following presentation:

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.

Mayor Price stated there was an existing map identifying the City's historical buildings and commented that it would be beneficial to have a guided tour to better understand their locations and historical significance.

Council Member Grenier spoke about the Central Florida Museum Sharing and History Symposium, which had been established several years ago and met quarterly, bringing together historical societies from across Central Florida to share ideas. He announced that the upcoming symposium would be held at the Tavares Pavilion on the Lake and expressed his desire for Tavares to present an outstanding event. He invited the Council and staff to attend and noted that Mayor Price would be offering remarks during the program. He added that the event would coincide with Constitution Day.

Council Member Grenier further reported that the United Congregational Church and the historical societies would be collaborating to celebrate the City's 145th anniversary. He stated that the President of the Apopka Historical Society, who owns a tram, would be bringing it to Tavares to provide three guided tours of the City.

Council Member Grenier stated a state historical marker was planned for placement at the Smith Church. He noted that the State of Florida had issued only eleven historical markers in Lake County, and this would be the first one in Tavares.

Council Member Gamble remarked on the value of having a knowledgeable tour guide to share the City's history, emphasizing the difference it makes in the experience.

Council Member Singer recalled the City's 100th anniversary, noting that he had been ten years old at the time. He expressed his support for celebrating Tavares and recognizing the accomplishments of the past 145 years. He also advised the Council to keep in mind that the City's 150th anniversary would be coming up in five years.

Council Member Grenier shared that the President of the Apopka Historical Society had been so impressed with Tavares that she expressed an interest in relocating to Downtown Tavares. Having lived in Apopka for forty years, she appreciated how Tavares was embracing its history while moving toward the future, citing the new Public Works Facility as an example.

MOTION

Sandy Gamble moved to approve the 145th Anniversary Events, seconded by Troy Singer. The motion carried unanimously 5-0.

Tab 8. Renaming "Tavares Nature Park" as "Tavares Nature Preserve"

Mr. Dillon made the following presentation:

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.

Mr. Dillon said the staff recommended Option 1, for the 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.

Mayor Price asked for comments from the Council.

Council Member Gamble asked what effect changing the name to “Preserve” would have on the maintenance of the park. Mr. Dillon responded that the City was, and would, adhere to the Land Development Regulations (LDRs) and the Florida Land Trust requirements.

Council Member Gamble inquired whether the Tavares Middle School cross country team would still be permitted to run in the preserve. Mr. Dillon confirmed that they would, provided that land management requirements were met, and stated that such use would be evaluated on a case-by-case basis.

Council Member Gamble asked if trails would be added in the future. Mr. Dillon advised that a Master Plan was in place for the development of additional trails.

Council Member Grenier asked whether the City would need to seek approval from the state or a geographical naming board to rename the preserve. Mr. Dillon replied that he had referred the question to the City Attorney’s office, who indicated there were no legal implications.

MOTION

Lori Pfister moved to approve Option 1 [For the 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.]. The motion was seconded by Troy Singer.

Council Member Singer expressed support for the name change, noting that it provided greater clarity. He commented that Wooton Wonderland was intended for recreation, Aesop’s Park offered tennis and dog-walking opportunities, and Tavares Nature Park was more appropriately classified as a preserve. Mr. Dillon agreed, confirming that it was a preserve and conservation area, and explained that the purpose of acquiring the property had been to protect one of the last remaining natural sites on Lake Dora.

Council Member Singer said that Squibb Park was similar in nature and suggested that the Council consider renaming it to Squibb Preserve. Mr. Dillon stated that it was a great recommendation.

Mayor Price and Council Member Grenier noted their support in renaming Squibb Park to Squibb Preserve.

Mr. Drury stated that, should the motion pass, staff would conduct a legal review. If no legal concerns were identified, and the motion was amended to include Squibb Park, staff would proceed accordingly. Should any legal issues arise, the matter would be brought back to the Council for further consideration.

AMENDED MOTION

Lori Pfister moved to approve Option 1, and to also include Squibb Park to be renamed Squibb Preserve. The motion was seconded by Troy Singer.

Council Member Grenier asked if there were any other parks that might qualify as a preserve. Mr. Dillon stated that staff would conduct a thorough review of all parks and report back to the Council.

Council Member Gamble inquired whether the wetlands would remain in their natural state without backfill during flooding. Mr. Dillon responded that one of the land management conditions required closure of the park during such times in order to preserve its natural state.

Council Member Grenier noted that Lake County had many walking preserves that were enjoyed by nature enthusiasts, and he agreed that both Tavares Nature Park and Squibb Park functioned as preserves.

Vice Mayor Pfister commented that Tavares Nature Park was a natural area and that the name change would clearly define its status as a preserve, which would be helpful in future discussions.

Mayor Price expressed his support for the name change.

Council Member Singer added that the name change would be a positive feature to include in the City's newsletter.

The amended motion carried unanimously 5-0.

XI. BUDGET WORKSHOP

Tab 9. Budget Workshop – Present Enterprise and Special Revenue Fund Budgets, and Discuss the General Fund Budget

Mr. Drury made the following presentation:

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.

Ms. Houghton provided a PowerPoint presentation on the Enterprise and Special Revenue Funds.

Mayor Price asked for comments from the Council.

Council Member Gamble referred to the PowerPoint presentation and inquired about the maturation of debt service. Ms. Houghton responded that the debt service in question would mature in 2027. Ms. Houghton noted that five debt obligations would mature in 2027, adding that the loans were well below market rate and two of the obligations carried a zero percent interest rate.

Council Member Singer commended Ms. Houghton and her team for their work on the budget.

Council Member Gamble asked Mr. Clark how many lift stations the City maintained and the cost to replace one. Mr. Clark stated that the City had 100 lift stations, with rehabilitation costs ranging from \$5,000 to \$30,000 and total replacement costs of approximately \$500,000. Council Member Gamble emphasized the importance of maintaining and replacing lift stations as needed.

Council Member Singer observed that certain projects, such as lift station replacements, could require borrowing funds rather than relying solely on a pay-as-you-go approach to cover long-term obligations.

Vice Mayor Pfister expressed concern about parking in the downtown area, noting that Mr. Cagan was preparing to break ground on his downtown project, which would generate additional traffic. She stated that the downtown area was already at capacity on weeknights during events, and other development was underway at the corner of St. Clair Abrams Avenue and Main Street. She also noted that the Pavilion on the Lake

continued to be busy, resulting in the City running out of parking spaces on Main Street. Mr. Drury explained that the budget included funding for a study to evaluate the feasibility of constructing a two-story parking garage, including the number of spaces, estimated cost, and possible revenue sources. He added that, once approved, staff would budget for the project subject to Council's direction.

Vice Mayor Pfister inquired about a three-story parking garage in Winter Garden. Mr. Drury stated that Parking Phase III included plans for a parking garage behind City Hall.

Mayor Price asked if the parking area at the old Public Works building, which was being demolished, would be gravel. Mr. Dillon replied that portions would be paved, while other areas would remain gravel, to provide approximately fifty spaces.

Council Member Grenier stated that a parking garage had been discussed for the past seventeen years, dating back to the initiation of the Public Works Horizon Team. He voiced his support for moving forward with the parking garage projects, emphasizing that the designs would conform to historic architectural standards.

Council Member Gamble asked how many parking spaces were included in the Ruby Street project. Mr. Tweedie stated that the project, which was part of the current budget, would provide 90 parking spaces. Vice Mayor Pfister reiterated her concern about parking availability at the east end of Main Street.

XII. NEW BUSINESS

Vice Mayor Pfister stated that she would like the Council to consider a more robust funding of the America in Bloom program in the future and expressed her support for approving Mr. Drury's attendance at the upcoming America in Bloom Symposium in September 2025. Mr. Drury indicated that he could forgo attending another conference in order to attend in the symposium.

MOTION

Lori Pfister moved to send Mr. Drury to the 2025 America in Bloom Symposium. The motion was seconded by Troy Singer.

A discussion was held regarding the City's America in Bloom program. Mayor Price noted that he had previously suggested seeking sponsorships from local businesses to provide flowers for donation to residents. He stated that businesses contributing flowers could be recognized in the City newsletter, which might reduce the need for City funding.

Council Member Grenier discussed the cemetery and arboretum, noting that the arboretum had the potential to become a travel destination. He emphasized the importance of ensuring sufficient funding to move the program forward.

The motion carried unanimously 5-0.

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

Representative Nan Cobb introduced her new District Aide, Faith Ramnanan, and noted that Ms. Ramnanan would be based at the district office year-round. She requested to be added to any City event notification lists so she could attend. Representative Cobb stated that information would soon be available from Senator Truenow's office regarding upcoming appropriations and encouraged those planning to submit applications to meet with her prior to the October deadline. She added that it was an honor to represent the City in District 26.

Mayor Price noted the upcoming Lake County Legislative Day, scheduled to be held in the Board of County Commissioners Chambers on August 27, 2025.

XV. REPORTS

Tab 10. City Administrator Report

Mr. Drury recognized T.J. Fish in the audience, noting that he was the former Lake–Sumter MPO Director, a former YMCA Board Member, a former Chamber of Commerce Board Member, and currently served as the Groveland Director of Transportation and Public Works. He added that Mr. Fish's son was a recent graduate of the Mayor's Youth Council and expressed his appreciation for Mr. Fish's continued engagement in the community by attending the City Council meeting.

Mr. Dillon reported that demolition of the former Public Works building was underway and was expected to be completed in September.

Tab 11. City Council Member Reports

Council Member Grenier noted that the Wooton Park Splash Park had reopened and was being enjoyed by the community. His additional comments included:

- Improvements to the Woodlea House and Seaplane Base, noting the fresh paint and new roof enhanced the facility's appearance.
- The library's air conditioning had been repaired, to the satisfaction of the library staff, and the Story Walk installation was scheduled for the following day.
- Major St. Clair Abrams would have appreciated America's Seaplane City, noting that he had lived to age 86, passed away in 1931, and had experienced the dawn of aviation, including flying in a seaplane.

Council Member Singer reported that the former Public Works facility and Recreation Department building were being demolished to provide space for future parking. His additional comments included:

- His pleasure in seeing the Splash Park reopened and enjoyed by local children.
- A recent water main break near his home caused by a lightning strike, and commendation to Mr. Clark and his team for completing repairs within three hours.
- Recognition of Representative Nan Cobb in the audience and thanks for her attendance.

Council Member Gamble recognized Representative Nan Cobb in the audience and expressed appreciation for her attendance. His additional comments included:

- The Tavares Police Department, in coordination with the Lake County Sheriff's Office and local churches, hosted a backpack giveaway at the Tavares High School gym the previous Saturday.
- More than 300 backpacks filled with school supplies were distributed, with donations from the community, including food items provided by a local business.
- Thanked the community for their support in assisting children in need.

Mayor Price recognized Representative Nan Cobb in the audience. His additional comments included:

- Participation in loading and distributing backpacks at the event and noting the excitement of the children when receiving them.
- Thanked the Police Department and all involved in organizing the event and his interest in participating again the next year.

XVI. ADJOURNMENT

There was no further business, and Mayor Price adjourned the meeting at 5:32 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/20/2025**

AGENDA TAB NO.: 5

SUBJECT TITLE: Resolution 2025-13 - Authorize Mayor to Sign LCWA and FDEP Grant Amendments for the North St. Clair Abrams Stormwater Treatment Pond Project (Finance)

OBJECTIVE:

Consider approval of Resolution 2025-13 authorizing the mayor to sign grant amendments for the Lake County Water Authority grant and Florida Department of Environmental Protection grants for the North St. Clair Abrams Stormwater Treatment Pond project.

SUMMARY:

At the July 19th, 2023, City Council meeting, the City Council approved the acceptance of a Lake County Water Authority (LCWA) Stormwater grant of \$376,955 to design and build a new wet detention stormwater treatment pond on North St. Clair Abrams. At the December 6th, 2023, City Council meeting, the Council approved the acceptance of a State of Florida Direct Appropriation/Department of Environmental Protection (FDEP) LPA grant for the same project for \$200,000. A second Florida Department of Environmental Protection grant for the same project, amounting to \$176,955, was accepted at the March 20, 2024, City Council meeting.

LCWA:	\$376,955
FDEP (LPA):	\$200,000
FDEP (NS113):	\$176,955
Total:	\$753,910

This project is fully grant-funded. However, due to an active eagle nest nearby, permitting and construction have been delayed. Therefore, the Lake County Water Authority has offered to extend the grant agreement end date from August 1, 2025, to August 1, 2026. The one-year extension should provide adequate time for finishing the project. Grant extensions for the two Florida Department of Environmental Protection grants are in progress and are expected to be approved soon.

The attached resolution authorizes the mayor to accept and execute grant agreements with the LCWA and FDEP to extend the end date of all three grants by one year for the North St. Clair Abrams Treatment Pond project.

OPTIONS:

Option 1: Move to approve resolution 2025-13 authorizing the mayor to accept and execute grant agreements with the LCWA and FDEP to extend the end date of all three grants by one year for the North St. Clair Abrams Stormwater Treatment Pond project.

Option 2: Do not approve resolution 2025-13.

STAFF RECOMMENDATION:

Option 1: Move to approve resolution 2025-13 authorizing the mayor to accept and execute grant

agreements with the LCWA and FDEP to extend the end date of all three grants by one year for the North St. Clair Abrams Stormwater Treatment Pond project.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2025-13

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

RESOLUTION 2025-13

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AUTHORIZING THE MAYOR TO ACCEPT AND EXECUTE GRANT AGREEMENTS WITH THE LAKE COUNTY WATER AUTHORITY AND FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION TO EXTEND THE END DATE OF THE THREE GRANTS FOR THE NORTH ST. CLAIR ABRAMS STORMWATER TREATMENT POND PROJECT BY ONE YEAR.

WHEREAS, the Lake County Water Authority (LCWA) has awarded the City of Tavares a grant in the amount of \$376,955.

WHEREAS, the LCWA grant provides funding to design and construct a wet detention stormwater treatment pond on North St. Clair Abrams Road.

WHEREAS, the Florida Department of Environmental Protection (FDEP) has awarded the City of Tavares a grant in the amount of \$200,000 and a second grant in the amount of \$176,955.

WHEREAS, the FDEP grants provide funding to construct a wet detention stormwater treatment pond on North St. Clair Abrams Road.

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

SECTION I. The Mayor is hereby authorized to execute grant amendments with the Lake County Water Authority and Florida Department of Environmental Protection to extend the end date of all three grants for the North St. Clair Abrams Stormwater Treatment Pond project by up to one year.

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

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

PASSED AND ADOPTED this 20th day of August 2025, by the City Council of the City of Tavares, Florida.

Walter Price Sr., Mayor
Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:
Lindsey Holt
City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/20/2025**

AGENDA TAB NO.: 6

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. 07-17-2025 PZ Minutes
3. 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



**CITY OF TAVARES
PLANNING AND ZONING BOARD MEETING
TAVARES CITY HALL COUNCIL CHAMBERS
201 E. MAIN STREET, TAVARES, FLORIDA 32778
JULY 17, 2025**

BOARD MEMBERS' PRESENT

**Gary Santoro, Chairman
Jay Cunningham, Board Member
Deborah Murphy, Vice-Chairperson
Brooke Matthews, Board Member - *Absent*
Bruce Peterman, Board Member
James Sweezee, Board Member
Dara Treadwell, Board Member**

STAFF MEMBERS PRESENT

**Antonio Fabre, Community Development Director
Anarquis Frias, City Planner
Amanda Boggus, City Attorney
Michelle Winegard, Deputy City Clerk
Michael Willis, Division Chief**

I. CALL TO ORDER

Chairman Santoro called the meeting to order at 3:00 p.m. and asked those present to silence their cell phones.

II. PLEDGE OF ALLEGIANCE

Chairman Santoro led those present in the Pledge of Allegiance.

Gary Santoro welcomed the newest Board Member, Jay Cunningham

III. APPROVAL OF MINUTES

Tab 1. Approval of May 15, 2025, Planning and Zoning Board Meeting Minutes

Chairman Santoro asked if there were any additions or corrections to the May 15, 2025 minutes of the Planning & Zoning Board meeting minutes.

Board Member Treadwell stated there was one grammatical error on page 4. She noted that where Chairman Santoro asked for comments, it should be “there were none, not there was none”.

MOTION

James Sweeza moved to approve May 15, 2025, Planning and Zoning meeting minutes with the correction, seconded by Bruce Peterman. The motion passed unanimously 6-0.

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

Attorney Boggus said there were no quasi-judicial matters before the Board.

V. PUBLIC HEARING

Tab 2. 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 - Ordinance 2025-02 (Public Works)

Chairman Santoro asked Mr. Fabre to explain the proposed ordinance amendments. Mr. Fabre stated that the change was initiated by the Public Works Department Director, James Dillion, who was unable to attend. He further explained that Mr. Frias would present the staff report on Mr. Dillion's behalf. Mr. Fabre emphasized that the ordinance was a collaborative effort among multiple departments, and the proposed changes were intended to update and clarify appropriate conduct within city parks.

Mr. Frias made the following presentation:

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.

Chairman Santoro opened the floor for questions from the Board.

Board Member Peterman referenced Section 14-54 and inquired whether e-cigarettes should be included in the ordinance. Mr. Fabre stated that e-cigarettes were different from tobacco products and not specifically addressed in the draft. Mr. Fabre then stated that he would consult with legal counsel regarding their inclusion. Board Member Sweezea concurred that the ordinance should address e-cigarettes.

Chairman Santoro asked Attorney Boggus for her input. She offered to conduct research, if requested. Mr. Fabre stated he would follow up with Mr. Dillon and the City Attorney.

There was a consensus from the Board to include language regarding e-cigarettes and vaping.

Board Member Peterman referred to Sec. 14-55, Line 251. He inquired whether e-bikes were included under the term "bicycles." Mr. Fabre agreed to research the matter further. Chairman Santoro noted that e-bikes have varying engine classifications and recommended that those differences be considered in any revisions. A discussion was held, and Mr. Fabre confirmed the Board preferred e-bikes not be allowed in parks, but they may be permitted on designated trails.

Board Member Cunningham inquired about the fee structure outlined in Section 14-60 and asked whether fees differed between recreational and passive parks. Attorney Boggus explained the distinction between recreational parks, which typically included active-use amenities, and passive parks, which were more natural and quiet in use. She

stated that she would provide revised language clearly defining both park classifications and would incorporate recommendations from the Planning and Zoning Board for City Council review.

Board Member Cunningham also addressed Section 14-62 concerning park advertising. He requested clarification on the program's intent. Mr. Fabre explained that the idea originated with Mr. Dillon and was modeled after similar initiatives in other municipalities. Attorney Boggus provided examples such as advertising banners at ball fields and noted that type of advertising would not be appropriate in nature parks. She stated that the City Administrator would be responsible for final decisions regarding advertising approvals. The Board agreed that keeping the decision-making authority with the City Administrator would allow for flexibility and reduce the need for recurring board involvement.

Board Member Treadwell inquired about the administration of the Adopt-A-Trail Program. Mr. Fabre responded that the City Administrator would have authority over appointments. Attorney Boggus added that the program could not officially begin until the ordinance was adopted.

Chairman Santoro then called on Vice-Chairperson Murphy, who stated she was comfortable with the information provided but supported the inclusion of the earlier-mentioned updates regarding e-cigarettes and e-bikes.

Chairman Santoro brought attention to Section 14-50 regarding animals and pets. He noted that the ordinance referenced guide dogs but made no mention of "service animals." Mr. Fabre acknowledged that a service animal exemption would need to be added. Board Member Treadwell remarked on the ease with which individuals could claim a pet as a service animal. Chairman Santoro clarified that, according to federal guidelines, only dogs and miniature ponies were recognized as service animals. Attorney Boggus stated she would research what questions the City is permitted to ask under federal law concerning service animals.

Chairman Santoro requested that Attorney Boggus complete the research and that all Planning and Zoning Board suggestions be incorporated into a revised draft. He directed Mr. Fabre to present the final ordinance to the City Council after legal review was completed.

The Board accepted the proposed ordinance as amended, pending legal review and final City Council approval.

MOTION

Deborah Murphy moved to approve 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 - Ordinance 2025-02

(Public Works) as amended with Planning and Zoning Board suggestions regarding e-cigarettes, vaping, e-bikes, advertising fee structures for different type parks and services animals, pending legal updates/corrections. The motion was seconded by Dara Treadwell. The motion passed unanimously 6-0.

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

Chairman Santoro asked for comments from the Board.

Mr. Fabre proceeded to read the following section of the staff report into the record:

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.

He also emphasized that one of the key changes included the elimination of specific setback requirements in the downtown area. He noted that this modification would simplify the development process.

Attorney Boggus added that removing the downtown area setback requirements would allow builders to better utilize available lot space without the need to apply for variances on a case-by-case basis. She stated that the change was expected to streamline the building process while maintaining appropriate design standards.

Division Chief Willis confirmed that the proposed changes would not impact emergency vehicle access or fire department operations related to the properties.

Chairman Santoro concluded the discussion by reiterating that the Planning and Zoning Board supported the changes as submitted by City Staff. The Board expressed agreement with the proposed amendments.

MOTION

Bruce Peterman moved for the Planning and Zoning Board to recommend to the City Council Ordinance 2025-05 as amended by City Staff, seconded by Dara Treadwell. The motion passed unanimously 6-0.

Tab 4. Amending Chapter 16, Section 16-24 Fire Protection of the Land Development Regulations - Ordinance 2025-06 (Fire Department)

Division Chief Willis made the following presentation:

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.

Board Member Peterman asked whether the proposed amendment applied only to new construction. Division Chief Willis confirmed that it did; however, he added that if an existing fire protection system was outdated, out of service, or beyond repair, the Fire Department could require it to be upgraded to meet the new standards.

Chairman Santoro stated that he supported the Fire Department's and City's proposed changes, but he offered suggested revisions to improve clarity. He distributed a hard copy of his revised version to attendees and read the proposed language aloud:

B. Gated Community Access. Every electronic roadway entrance gate shall be equipped with an approved public safety access 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 authorized responding municipal emergency service, 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 the 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.

Chairman Santoro pointed out that the proposed amended language did not address older communities. He also mentioned that he wanted to exclude “private” emergency services by adding the word “municipal”. Attorney Boggus noted that the term “municipal” might unintentionally exclude some valid government partners, such as county or interagency responders. She suggested using the term “government emergency services” instead to ensure inclusivity of all appropriate public agencies while still excluding private entities.

Division Chief Willis agreed with this recommendation and confirmed that “government” accurately encompassed the intended agencies, including City Police, EMS partners, County and interlocal responders.

Board Member Sweezea expressed support for the inclusion of “government” in the revised language, and the rest of the Board agreed.

Attorney Boggus then asked for clarification on the language related to repair, replacement, and inspection requirements. Division Chief Willis confirmed that both repaired and replaced systems would require reinspection through the City's permit process.

Board Member Peterman asked whether the Fire Department had encountered situations where property owners repaired their systems without securing the required permits. Division Chief Willis confirmed that such violations had been found during annual inspections and noted that this issue was one of the reasons the department was transitioning to the “Click-2-Enter®” system.

Chairman Santoro continued reviewing his proposed edits. Vice-Chairperson Murphy and Board Member Sweezea voiced support for the revised language. The Board further discussed the requirements for system repair versus replacement and concluded that either option would be acceptable, provided an inspection was conducted afterward.

Chairman Cunningham suggested that the ordinance specify that the system must receive an “approved” inspection, not just any inspection. Division Chief Willis responded that the word “approved” was unnecessary, as the inspection process inherently would require the system to be repaired or replaced until they received an approved inspection.

Chairman Treadwell asked about the origin of the “Click-2-Enter®” technology name and whether it had a scientific basis. Division Chief Willis explained that the system operates through secure radio frequencies triggered by emergency responders’ handheld devices, and that it was currently the most secure and reliable method for ensuring timely access to gated communities.

Board Member Peterman inquired about how often the Fire Department needed to physically breach gates. Division Chief Willis clarified that the Click-2-Enter® system keeps the gate open for five minutes, allowing enough time for all responding vehicles to enter without the gate opening and closing repeatedly.

After the discussion, Chairman Santoro confirmed with Division Chief Willis and Fire Chief Richard Keith that they were satisfied with his suggested edits, including the two key revisions: (1) replacing “municipal” with “government” emergency services, and (2) clarifying the permit and inspection requirements for both repairs and replacements.

MOTION

Deborah Murphy moved to approve Amending Chapter 16, Section 16-24 Fire Protection of the Land Development Regulations - Ordinance 2025-06 (Fire Department) with the suggested changes and the plan to forward the recommendations to City Council for adoption. The motion was seconded by James Sweezee. The motion passed unanimously 6-0.

VI. OTHER BUSINESS

Tab 5. Community Development Director Report

Mr. Fabre provided the following updates to the Board.

- He reported that, to improve customer service, building officials and building inspectors had begun using iPads to expedite their work and provide faster responses.
- Regarding the Tavares Heritage Square development, Mr. Fabre stated that the site plan had been approved. He explained that the next step required the contractor to submit horizontal and vertical building elevations. When asked by Board Member Peterman about the project timeline, Mr. Fabre indicated that construction was expected to begin within one year. Mr. Frias added that, similar to the Starbucks development, builders often start enthusiastically but may face external delays. In such cases, developers can request extensions from the City.
- Chairman Santoro inquired about the timeframe for the signaled intersection at 561 and SR 19. Mr. Fabre explained that the State of Florida is overseeing the project, which is still in process and is expected to be completed by early 2026.
- Vice-Chairperson Murphy and Mr. Fabre discussed the distinction between the roles of Code Enforcement Officer and Building Inspectors.

To conclude the meeting, Chairman Santoro requested that all Planning & Zoning Board Members refrain from discussing upcoming projects with anyone before their formal presentation to the Board.

VII. AUDIENCE TO BE HEARD

VIII. ADJOURNMENT

MOTION

Gary Santoro moved to adjourn the meeting at 3:59 p.m., seconded by James Sweeza.

Respectfully submitted,

Michelle Winegard
Deputy City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/20/2025**

AGENDA TAB NO.: 7

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. 07-17-2025 PZ Minutes
3. 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
8/20/2025**

AGENDA TAB NO.: 8

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. 07-17-2025 PZ Minutes
3. 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
8/20/2025**

AGENDA TAB NO.: 9

SUBJECT TITLE: Update on Golden Triangle Regional Park East and West Campuses From Architectural Team (Community Services)

OBJECTIVE:

Provide City Council with an update and overview of the Golden Triangle Regional Park (East and West Campus) progress and community meeting dates.

SUMMARY:

On May 1, 2025, the City of Tavares entered into a Master Agreement with Powell Studio Architecture, LLC for the design and future build-out of the Golden Triangle Regional Park, East and West Campuses in Tavares. Under the Agreement, project initiatives, tasks and milestones would be compiled and submitted for approval under distinct Service Orders. The first, Service Order #01, was reviewed and approved on June 4, 2025 to represent the initial phase of work, focusing on **Research and Community Engagement for both campuses**. The scope of this phase included:

- Conducting background research and analysis of the project sites and surrounding context
- Establishing project steering committees to guide visioning and planning efforts
- Facilitating community engagement through meetings, workshops, and surveys
- Creating and maintaining an online platform to share project updates and gather public input

The team from Powell Studio Architecture will present an overview and update on the progress of this Service Order #01.

OPTIONS:

1. Hear the update by Powell Studio Architecture
2. Do not hear the update

STAFF RECOMMENDATION:

Staff recommends that City Council hear the update

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
8/20/2025**

AGENDA TAB NO.: 10

SUBJECT TITLE: School Resource Officer Agreement with Lake County School Board (Police)

OBJECTIVE:

To obtain approval to enter into an agreement for a school resource officer at Tavares Elementary School between the City of Tavares and Lake County School Board.

SUMMARY:

The Lake County School Board (LCSB) provides funding for a police officer to be at Tavares Elementary for security and safety during the school year. This will be the eighth year in which the LCSB and City have entered into this agreement. During the times when there is no school, the SRO will be available for duties within the department.

OPTIONS:

1. Approve the agreement between the City of Tavares and LCSB to provide a police officer at Tavares Elementary
2. Do not approve the agreement

STAFF RECOMMENDATION:

Staff recommends option 1

FISCAL IMPACT:

The LCSB will pay the City of Tavares for the salary and benefits directly attributable to the services performed pursuant to the terms of the agreement. The compensation will be invoiced to the school board on a monthly basis. The invoices will be paid within 15 days of receipt.

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares SY25-26

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/20/2025**

AGENDA TAB NO.: 11

SUBJECT TITLE: Budget Workshop – Five-Year Capital Improvement Plan (City Administrator)

OBJECTIVE:

To present the City of Tavares FY 2026 Proposed Five-Year Capital Improvement Plan (CIP), and to provide Council with an opportunity to discuss the Fiscal Year 2026 Proposed Budget (October 1, 2025, through September 2026).

SUMMARY:

The General Fund budget was presented to the Council at the July 16th budget workshop. The Enterprise and Special Revenue Fund budgets were presented to Council at the August 6th budget workshop. The City Council set the maximum tentative millage rate of 6.6850 mills and the maximum tentative voted debt millage rate of 0.1467 mills at the July 16th budget workshop. At this meeting, the Five-Year Capital Improvement Plan will be presented, after which the Council will have an opportunity to discuss it and the FY 2026 Proposed Budget.

OPTIONS:

Option 1: Request the Finance Director to present the Five-Year Capital Improvement Plan.

Option 2: Do not request the Finance Director to present the Five-Year Capital Improvement Plan.

STAFF RECOMMENDATION:

It is recommended that the Finance Director present the Five-Year Capital Improvement Plan.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. FY 2026 Proposed Budget 5-Year CIP - Complete

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/20/2025**

AGENDA TAB NO.: 12

**SUBJECT TITLE: Budget Workshop – Continued Deliberations and Updates to FY 2026
Proposed Budget (City Administrator)**

OBJECTIVE:

To provide updates to the draft budget, deliberate and finalize the draft City Budgets for the upcoming two September Public Hearings on the Proposed Fiscal Year 2026 (October 1, 2025, through September 2026) City budget.

SUMMARY:

The current proposed draft budget is fully balanced, has a lower millage rate, exceeds the GFOA's recommendation for General Fund reserves, provides a similar level of service, and takes care of employees. At the previous Budget Workshop, Council continued its budget deliberations.

An opportunity is provided for the Council to resume budget deliberations and then finalize a draft budget for the first public hearing on September 3rd, 2025, and the second and final public hearing on September 17th, 2025.

The proposed Budget has been updated based on current updates from the City's health and dental insurers, Lake County Property Appraiser, and the State of Florida Office of Economic and Demographic Research (EDR) Department. Updates for miscellaneous items are also included (staff vacancies, changes in health insurance coverage, changes in dental insurance coverage, etc.). The attached Exhibit A consists of these updated adjustments to the draft Budget. They reflect additional General Fund revenues of \$69,289. It should be noted that the City is still waiting on final revenue estimates from the state for two state shared revenues and the final costs for General Liability and Workers' Compensation from the City's public entity insurer.

After the Council deliberates and finalizes the budgets, they will be brought back to the Council along with supporting resolutions at the two upcoming Public Hearings in September for further public input and Council consideration.

OPTIONS:

Option 1: Discuss and finalize the budgets.

Option 2: Do not discuss nor finalize the budgets.

STAFF RECOMMENDATION:

Option 1: Discuss and finalize the budgets.

FISCAL IMPACT:

Establishes the Fiscal Year 2026 Budget for further consideration at the two September public hearings

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Exhibit A

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

FY 2026 PROPOSED BUDGET ADJUSTMENTS

(EXHIBIT A)

GENERAL FUND

REVENUES	29,593,327
Increase Ad Valorem Revenue due to Property Appraiser's New Estimate (DR420)	216,545
Decrease State estimated revenues for new estimates from State	(741)
REVENUES AFTER ADJUSTMENTS	29,809,131
EXPENDITURES	29,593,327
Miscellaneous payroll adjustments	(13,731)
Increase contribution to Seaplane Base and Marina Fund	48,204
Portion of Road Paving from Infrastructure Sales Tax Fund	112,042
EXPENDITURES AFTER ADJUSTMENTS	29,739,842
REVENUE SURPLUS	69,289

* A negative value in appropriated reserves represents an increase in the amount of money going towards reserves, and a decrease in the total amount of revenue available.

TIF FUND

REVENUES	340,867
Decrease Ad Valorem Revenue due to Property Appraiser's New Estimate (DR420)	(48,541)
REVENUES AFTER ADJUSTMENTS	292,326
EXPENDITURES	340,867
Decrease contribution to Seaplane Base and Marina Fund	(48,541)
EXPENDITURES AFTER ADJUSTMENTS	292,326
TIF FUND REVENUE = EXPENDITURES?	YES

INFRASTRUCTURE SALES TAX FUND

REVENUES	3,297,949
Decrease State estimated revenues for new estimates from State	(112,042)
REVENUES AFTER ADJUSTMENTS	3,185,907
EXPENDITURES	3,297,949
Move Portion of Road Paving to General Fund	(112,042)
EXPENDITURES AFTER ADJUSTMENTS	3,185,907
INFRASTRUCTURE SALES TAX FUND REVENUE = EXPENDITURES?	YES

* A negative value in appropriated reserves represents an increase in the amount of money going towards reserves, and a decrease in the total amount of revenue available.

Miscellaneous adjustments for payroll updates in the Utility, Solid Waste, Stormwater, Marina, and Pavilion fund resulted in a total decrease in revenue and expenditures of \$4,188.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
8/20/2025**

AGENDA TAB NO.: 13

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 Hearing	September 3, 2025, 4:00 p.m., Tavares City Council Chambers (5:05 p.m.)
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	September 12, 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
8/20/2025**

AGENDA TAB NO.: 14

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform the Council on city-related items.

SUMMARY:

The Council will be offered an opportunity to provide a report at the meeting.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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