



**AGENDA
TAVARES CITY COUNCIL
September 3, 2025
4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 E MAIN STREET, TAVARES**

(Members of the public wishing to speak on an item that is on the agenda must fill out a Request to Speak form available from the City Clerk or at the Council Meeting prior to the meeting being called to order. In addition, the Mayor will ask for comment under the agenda item titled "Audience to be Heard" for matters not on the Agenda. For further information contact the City Clerk at (352) 742-6209 or snovack@tavares.org)

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1 Pastor Scott Harmon, Tavares Community Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 Public Works Wins National APWA Management Innovation Award
(Mayor)

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 3 Approval of the August 20, 2025, City Council Regular Meeting and
Budget Workshop Minutes (City Clerk)

VIII. RESOLUTIONS

Tab 4 Approve Resolution 2025-14 Authorizing the Acceptance of a
Florida Department of Law Enforcement (FDLE) Grant for Drone
Purchase for Fire Department (Finance)

IX. ORDINANCES - PUBLIC HEARING

First Reading

Tab 5 Ordinance 2025-08 – Amendments to the City's Land Development

Regulations, Chapter 4 – “Application Procedures and Permitting”, Table 4-B and Section 4-22 – Procedure for Consideration of a Final Plat, and Chapter 16 – “Subdivision Regulations”, Section 16-31 – Forms; and replacement of Form 16-13. (Community Development)

- Tab 6 Ordinance 2025-09 – Palm Gardens Property - Rezoning of Approximately 20.83 acres located on the northwest intersection of US Hwy 441 and Dead River from City of Tavares Planned Development (PD) zoning to a Mixed Use (MU) zoning district. (Community Development)

Second Reading

X. GENERAL GOVERNMENT

- Tab 7 West Main Street Gateway Sign Design Phase 1 – (Public Works)
- Tab 8 State and Federal Governmental Relations Firm Selection (City Administrator)

XI. BUDGET HEARING - FISCAL YEAR 2025-2026 TENTATIVE MILLAGE & BUDGET - READING OF TENTATIVE MILLAGE AND BUDGET RESOLUTIONS - 5:05 P.M.

- Tab 9 Approve Resolution 2025-15 for Tentative Millage Rate for FY 2026 – First Reading (City Administrator)
- Tab 10 Approve Resolution 2025-16 for Tentative Budget for FY 2026 – First Reading (City Administrator)

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

- Tab 11 City Administrator Report
- Tab 12 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
9/3/2025**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Scott Harmon, Tavares Community Church

OBJECTIVE:

Pastor Scott Harmon, Tavares Community Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Scott Harmon, Tavares Community Church, will provide the invocation and lead those present in the Pledge of Allegiance.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 2

SUBJECT TITLE: Public Works Wins National APWA Management Innovation Award (Mayor)

OBJECTIVE:

For the Mayor to present the Public Works APWA Project of the Year Award.

SUMMARY:

On August 18, 2025, the American Public Works Association (APWA) proudly honored the City of Tavares with the National APWA Management Innovation Award. This distinguished recognition is a testament to the city's exceptional vision and unwavering commitment to innovation. The creation of the Public Works Transportation Training and Innovation Center, the first facility of its kind in the nation, sets transformative benchmarks in the public works training and innovation arena.

The award was presented to Mr. James Dillon, the Director of Public Works for Tavares, during the National APWA 2025 Public Works Expo held in Chicago, Illinois.

The APWA National Management Innovation Award acknowledges initiatives that significantly elevate public works services through innovative and cost-effective approaches. These initiatives exemplify a profound impact on the agency, the public, and the community, transforming the delivery of public works services through inventive methods. This honor reflects advancements in materials, design, or equipment that drive efficiency, enhance information dissemination, and inspire education for both the public and personnel.

The selection process is guided by the following criteria:

1. Each nominated innovation is rigorously assessed based on its transformative impact on the delivery of goods and services to the public.
2. The innovation must showcase proven success, demonstrating a substantial impact on improving quality or reducing costs in public works goods and services.
3. The innovation must constitute a significant leap forward—far beyond a simple evolution of existing practices, common sense, or conventional wisdom. It should represent a bold step into the future of public service delivery.
4. The innovation must be thoroughly documented and easily presentable.

OPTIONS:

1. For the Mayor to present the APWA Project of the Year Award to the Public Works Team.
2. Do not present the award.

STAFF RECOMMENDATION:

Option 1, for the Mayor to present APWA Project of the Year Award to the Public Works Team.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. The APWA Reporter

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



City of Tavares Public Works Transportation Training and Innovation Center

City of Tavares, Florida

In the summer of 2024, the City of Tavares unveiled the country's first Public Works Transportation Training and Innovation Center (PWTTIC). This landmark project is a testament to perseverance and innovation, culminating from five years of dedicated planning and resourceful grant applications.

Through a strategic partnership with Lake Technical College, expert instructors will collaborate with Tavares-certified ASE and emergency vehicle technicians to provide hands-on training in the maintenance and repair of emergency response vehicles for Lake Technical College students.

Another benefit of this innovative model is the provision of job shadowing, internship, and apprenticeship opportunities for Pell Grant recipients. This collaboration will help students gain valuable experience and provide skilled training for employment advancement while addressing a declining workforce. The school, which now has the capacity to accommodate 172 students annually, has seen its previous enrollment double. Additionally, the project will help address immediate workforce gaps and shortages created in the rural and economically distressed areas of Central Florida.

The environmentally sustainable approach to stormwater management on the campus has garnered attention. The Florida Freshwater Fish and Wildlife Conservation Commission collaborated with Tavares to stock two stormwater ponds with fish, establish youth fishing rodeos, and use the ponds for education, research, and the stocking of other ponds.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 3

SUBJECT TITLE: Approval of the August 20, 2025, City Council Regular Meeting and Budget Workshop Minutes (City Clerk)

OBJECTIVE:

For the Council to consider approval of the August 20, 2025, City Council Meeting and Budget Workshop minutes.

SUMMARY:

Attached are the August 20, 2025, City Council 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 as submitted by the City Clerk.
2. Move to approve the 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. 08-20-2025 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
AUGUST 20, 2025 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

Walter Price, Mayor - *Absent*
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
Anarquis Frai, City Planner
Scott Aldrich, Community Services Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Crissy Bublitz, Human Resources Director
Mark O'Keefe, Support Services Director
Sarah Coursey, Police Chief
Phil Clark, Utilities Director

I. CALL TO ORDER

Vice Mayor Pfister called the meeting to order at 4:00 p.m. She 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. Deacon Jim Shelley, St. Mary of the Lakes Catholic Church

Deacon Jim Shelley, St. Mary of the Lakes Catholic Church, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Chamber of Commerce Update

Stephanie Hayes, President and CEO of the Tavares Chamber of Commerce, provided an update on recent Chamber activities.

Tab 3. Proclamation – Taiwan 114th National Day

Vice Mayor Pfister read a proclamation in its entirety in observance and recognition of the 114th National Day of the Republic of China (Taiwan).

MOTION

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

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

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following ordinances and resolutions by title only:

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.

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.

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 August 6, 2025, City Council Meeting Minutes], seconded by Bob Grenier. The motion carried unanimously 4-0.

Tab 4. Approval of the August 6, 2025, City Council Meeting Minutes

Approved on the Consent Agenda.

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

Ms. Houghton made the following presentation:

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 and City Administrator 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.

Ms. Houghton said staff recommended Option 1, for the Council to approve Resolution 2025-13 authorizing the Mayor and City Administrator 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.

Vice Mayor Pfister asked if there were any comments from the Council.

Council Member Singer said he supported the City's efforts to pursue grant funding and understood the reasons for the delay. He asked for clarification regarding the active eagle's nest in the project area and what procedures were involved in protecting it.

Ms. Houghton stated that environmental protections were in place for the eagles and their nest. She noted that the eagles were expected to return at the end of the month or in early September, and that, in order to obtain the necessary permits, the City had to comply with eagle nesting season timelines and avoid disturbing the nesting period.

Council Member Singer asked who regulated those protections. Mr. Drury responded that they were overseen by the U.S. Fish and Wildlife Service and the Florida Fish and Wildlife Conservation Commission.

MOTION

Troy Singer moved to approve Resolution 2025-13, seconded by Bob Grenier.

Council Member Gamble noted that the funding was entirely through grants and there would be no fiscal impact to the City.

The motion carried unanimously 4-0.

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 and 14-56 – 14-62, Including Article IV, Sections 14-63 – 14-65 “Adopt-A-Park/Adopt-A-Trail Program” of the Code of Ordinances.

Parks Operations Manager Traci Anderson 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.

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.*

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.

Staff recommends Option 1, that the City Council move to approve Ordinance 2025-02.

Council Member Grenier inquired about the status of the County parks, specifically Lake Gem and Lake Idamere. Mr. Drury explained that those parks were located within the Interlocal Service Boundary Area (ISBA), which provided that if the properties became contiguous with the City, they would be annexed accordingly.

Council Member Singer noted the Council had previously voted to rename Tavares Nature Park as Tavares Nature Preserve and Squibb Park as Squibb Preserve. He asked Attorney Holt if the ordinance should be revised to include “Preserves.” Attorney Holt stated that using the term “Preserve” rather than “Park” would be legally sufficient and would serve as a sound clarification.

Council Member Singer added that he appreciated the Planning and Zoning Board’s concerns being incorporated, particularly regarding e-cigarettes, e-bikes, and service animals.

Vice Mayor Pfister commended staff and all participants for their work on the proposed amendments and thanked them for their efforts.

MOTION

Sandy Gamble moved to approve Ordinance 2025-02 with proposed changes, seconded by Bob Grenier. The motion carried unanimously 4-0.

Tab 7. Ordinance 2025-05 – Amending Chapter 8, Table 8-1 “Future Land Use/Zoning Matrix” and Tab 8-3 “Development Standards” of the Land Development Regulations

Mr. Frai made the following presentation:

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.

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 Option 1, that the City Council moves to approve Ordinance 2025-05.

Mr. Fraiss said the staff recommended Option 1, for the City Council to approve Ordinance 2025-05.

Vice Mayor Pfister asked for comments from the Council.

Council Member Gamble recalled that years ago, the Council had considered allowing zero setbacks for commercial development within the CRA. Mr. Drury confirmed that this had been the case and noted that the policy was later changed. Mr. Fraiss added that height restrictions had also been imposed and explained that the proposed revision would remove that restriction.

Council Member Singer stated that the amendment would simplify the process and make it more streamlined. He noted that the City often received compliments on its permitting process, with many remarking that Tavares was easy to work with.

Council Member Singer asked if first responders had been consulted for input and whether they had any concerns. Chief Keith responded that no issues had arisen.

Vice Mayor Pfister thanked the Planning and Zoning Advisory Board for their input and thoughtful discussions.

MOTION

Troy Singer moved to approve Ordinance 2025-05, seconded by Sandy Gamble. The motion carried unanimously 4-0.

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

Micheal Willis, Division Chief of Life Safety, 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.

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.

Division Chief Willis said staff recommended Option 1, for the City Council to approve Ordinance 2025-06.

Council Member Singer said the proposal would simplify and improve first responder access to gated communities. Chief Willis confirmed this and added that the SOS devices were failing, while the new technology offered a reliable solution. He explained that the recommendation, developed in partnership with Lake County, would apply to new developments and to existing communities when their current systems failed.

Council Member Singer asked how other communities that wished to upgrade could proceed. Chief Willis explained that the goal was to meet with those communities, discuss the new technology, and allow them to upgrade at their own expense. He added that under the fire code, it was the responsibility of the community to maintain and upgrade its system. Council Member Singer remarked that it would be beneficial to get all communities on board with the new system.

Council Member Singer also inquired about the inspection process. Chief Willis explained that inspections would occur annually, typically in conjunction with clubhouse inspections if a community had one. For communities without a clubhouse, inspections would be scheduled separately. He added that the SOS systems had not proven to be consistently reliable and reinforced that the C2E system would provide a stronger, more dependable alternative.

MOTION

Bob Grenier moved to approve Ordinance 2025-06, seconded by Troy Singer. The motion carried unanimously 4-0.

X. GENERAL GOVERNMENT

Tab 9. Update on Golden Triangle Regional Park East and West Campuses from Architectural Team

Mr. Aldrich made the following presentation:

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.

Jeff Powell of Powell Studio Architecture, Ryan Seacrest of RVi, and Joe Abels of AJA provided a PowerPoint presentation on the Golden Triangle Regional Parks.

Council Member Gamble asked whether the design team had consulted with the Lake County Recreation Department, noting that in 2019 an architectural sketch had been developed showing what the YMCA and the west campus might look like. Mr. Seacrest confirmed that the county had been very involved and explained that the new plans were intended to build upon what had already been established, rather than erase it. He emphasized that the process was about gauging whether the community still wanted the same vision, and that feedback would be sought before any final changes were made.

Council Member Gamble said the roundabout depicted in the plans had not been part of the original concept and expressed concern about the need to widen the road.

Vice Mayor Pfister stated that he was excited about the project.

City Administrator John Drury recognized Andy Weighill, Golden Triangle YMCA Executive Director, who was in attendance. He invited Mr. Weighill to the podium, noting that the YMCA board had been discussing the project for many years. Mr. Drury remarked that “a vision without implementation is a hallucination” and asked if Mr. Weighill wished to share comments.

Mr. Weighill expressed his pleasure in working with Mr. Drury and City staff. He stated that both YMCA members and leadership were enthusiastic about the project and confirmed that Mr. Powell would attend an upcoming board meeting to present. He

added that the corporate office was already working on integrating marketing efforts and that the YMCA was eager to help bring the vision to life.

Mr. Weighill introduced Angela Harrold, Director of the Lake County Parks and Trails Department, who was present in the audience. Ms. Harrold stated that the County was excited about the partnership with the City of Tavares and the YMCA, and believed the collaboration would benefit the entire Golden Triangle area.

Mr. Drury emphasized that the City, County, and YMCA all “rowed in the same direction,” and the result would be one of the most significant projects in the region for decades to come.

Council Member Grenier remarked that the citizens and the broader community would greatly benefit. He said he was eager to see people come together through this vision and believed the project would be wonderful for both the City of Tavares and the entire region. He also asked Mr. Powell if future meetings would track citizen participation and the ideas they contributed.

Mr. Powell confirmed that the design team would be conducting surveys and tracking input at meetings, and that data would be made available. He assured the Council that they intended to keep the momentum moving forward.

The Council thanked the architectural team for their presentation.

Tab 10. School Resource Officer Agreement with Lake County School Board

Chief Coursey made the following presentation:

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.

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.

Chief Coursey said staff recommended Option 1, for the Council to approve the agreement between the City of Tavares and Lake County School Board to provide a Police Officer at Tavares Elementary School. Chief Coursey noted this was the eighth year of the program.

Vice Mayor Pfister asked for comments from the Council.

Council Member Gamble stated that approximately five years ago, during the early years of the School Resource Officer (SRO) program, the School Board Superintendent attended a City Council meeting. He recalled that Vice Mayor Pfister made a comment about expanding the program to include both the middle and high schools, and he asked if the City was still pursuing that goal. Chief Coursey responded that the Police Department needed officers on the road and that expanding SRO assignments would be part of a future plan.

Council Member Gamble stated that SROs were typically assigned based on a certain student population threshold. He further noted that Tavares High School had been the first school in Lake County to have an SRO through a grant program, and he asked whether the Police Department could look at new grant opportunities to support additional staffing.

Vice Mayor Pfister added that the Council had considered fully funding the SRO position at the elementary school, and at the start of the program, the Lake County School Board ultimately assumed responsibility by fully or partially funding the position.

Council Member Gamble remarked that the School Board was now in a stronger financial position due to the voter-approved school safety referendum. He noted that some board members expressed concerns about limited funding and inability to contribute more, but with the referendum in place, the School Board had the capacity to expand funding for safety programs.

MOTION

Sandy Gamble moved to approve the School Resource Officer agreement with the Lake County School Board, seconded by Bob Grenier. The motion carried unanimously 4-0.

XI. BUDGET WORKSHOP

Tab 11. Budget Workshop – Five-Year Capital Improvement Plan

Mr. Drury made the following presentation:

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.

Ms. Houghton provided a PowerPoint presentation of the Five-Year Capital Plan.

Council Member Gamble inquired about the enterprise funds, specifically regarding the water meters and the base read program. He asked if the system operated through fiber optic technology. Ms. Houghton explained that the system utilized radio transmission from a central tower to the individual meters.

Council Member Singer asked about the status of the parking garage project. Mr. Drury responded that the design phase was scheduled for the upcoming year, followed by construction in the following year. He explained that the overall project would take three years, with the first year dedicated to design and the following two years to construction.

Council Member Gamble observed that no funding for a parking garage appeared to be allocated in the upcoming year's budget. Brett Jones, Budget Analyst, confirmed that funding for the parking garage was not scheduled to begin until 2027. Council Member Gamble asked whether funds were available in the current budget for a concept plan. Mr. Drury confirmed and said that a plan being completed during the current year would address funding questions.

Council Member Gamble clarified that in Fiscal Year 2025–2026 the City would only receive a flat parking area with a mix of gravel and asphalt, with construction of the parking garage beginning in Fiscal Year 2026–2027.

Tab 12. Budget Workshop – Continued Deliberations and Updates to FY 2026 Proposed Budget

Mr. Drury made the following presentation:

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.

Mr. Drury stated the City expected to receive state-shared revenue estimates within the next two weeks.

Vice Mayor Pfister asked for comments from the Council.

Council Member Singer inquired whether the state had a deadline to provide the revenue estimates to the cities. Mr. Drury responded that he was unsure and would report back. He explained that the City's deadline would be the final public hearing in September. If revenue estimates were not received from the state by that time, staff would insert an estimate. Council Member Singer recommended that the Council not address the additional \$60,289 in General Fund revenues until the estimates were received from the state. Council Member Grenier concurred.

Council Member Gamble asked if a portion of road paving expenses was being shifted to the General Fund and, if so, whether that would remove another item from the General Fund budget. Ms. Houghton responded that the budget contained just enough to cover the expense and confirmed that it did not change the outcome of the budget.

XII. NEW BUSINESS

XIII. OLD BUSINESS

Council Member Gamble asked Attorney Holt whether there were any restrictions on renaming two City parks from "Park" to "Preserve." Attorney Holt stated she had reviewed both the grant documentation and the property deeds and found nothing that would legally prohibit the change. She confirmed that the renaming would be legally sufficient.

XIV. AUDIENCE TO BE HEARD

Joe Fumasi, 2693 Jumping Jack Way, Clermont, discussed Lake County's interest in becoming a Charter County. He expressed concerns that the City's powers could be overridden if the measure came to fruition, noting that currently the County must negotiate with the City on matters such as taking over roads. He stated that, as a Charter County, Lake County would not be required to negotiate and could simply turn a road over to the City. Mr. Fumasi said he hoped the City would not support this initiative.

Gary Santoro, Chair of the Planning and Zoning Board, addressed the Council regarding the recently approved increase in the stipend for Planning and Zoning Board members. He stated the decision came as a surprise and demonstrated the Council's commitment and confidence in the Board. Mr. Santoro said he enjoyed working with the

Planning and Zoning Board, City staff, Mr. Drury, and Attorney Holt, adding that everyone worked together as a great team.

XV. REPORTS

Tab 13. City Administrator Report

Mr. Drury said he was excited about the YMCA Golden Triangle project. He noted that Vice Mayor Pfister served as the Council liaison to the Horizon Team and attended many of the discussions and planning sessions. He stated that Lake County was funding the project and that it would be a legacy project for each Council Member.

Chief Keith thanked and commended Division Chief Willis for his work on Ordinance 2025-06 and expressed appreciation to the City Council for their questions and support. Chief Keith noted that Council Member Singer had not sought reelection and said he had enjoyed serving with him, describing him as a strong supporter of public safety and the City of Tavares. He recognized Council Member Gamble's unopposed reelection to Seat 2 and offered his congratulations.

Tab 14. City Council Member Reports

Council Member Gamble reported on the completion of Camp Road leading to Lane Park. He explained that the road had not been built to the City's standards because the adjacent landowner had refused to provide right-of-way for expansion. He suggested that the City consider purchasing property in the future to ensure adequate width for roadway projects. Council Member Gamble also reported on the following:

- Discussed the City's financial audits, noting that the Government Finance Officers Association (GFOA) conducted the City's audits. He said that, unlike other situations reported in the news, Tavares' audits had always been open and transparent. He commended Ms. Houghton and her staff for their hard work, preparing the Annual Comprehensive Financial Report (ACFR) and the budget book. He noted that the City consistently had great audits because of its outstanding finance team.
- Highlighted the City's awards and recognition from the GFOA, explaining that while reviewers often commented on the large size of the City's budget documents, the goal was to provide comprehensive and detailed financial information.
- Recognized the upcoming retirement of Mr. Clark at the end of October. He expressed sadness to see him go and praised him for his many years of dedicated service to the City.

Council Member Singer expressed his appreciation for the City of Tavares, stating how much he loved the community and how frequently residents expressed the same sentiment. Council Member Singer also reported on the following:

- Reported on attending the Phantom Skydive Team event, where a group of veterans parachuted into Lake Dora. He emphasized that while it was not a City-sponsored event, the team loved coming to Tavares because of the City's success.

Council Member Grenier expressed appreciation for working with Council Member Singer through the years. Council Member Grenier also reported on the following:

- Spoke about the Mechanized Cavalry event, noting that some attendees were considering moving to Tavares and were returning to book with a local hotel and the Dora Queen for next year's event.
- Commented on the Story Walk project, reporting that the plates would be installed on poles the following day and that the feature would connect to Ridge Park. He expressed excitement that the community would enjoy such a unique amenity.

Vice Mayor Pfister congratulated Mr. Dillon on winning an award, which City Administrator Drury confirmed would be brought forward at the next meeting. Vice Mayor Pfister also reported on the following:

- Recognized the upcoming retirement of Mr. Clark's and said he would be missed.
- Reflected on the YMCA East Campus project and discussed how Mr. Drury motivated and encouraged the groups involved, generating positive reactions throughout the process.

XVI. ADJOURNMENT

There was no further business, and Vice Mayor Pfister adjourned the meeting at 5:38 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 4

SUBJECT TITLE: Approve Resolution 2025-14 Authorizing the Acceptance of a Florida Department of Law Enforcement (FDLE) Grant for Drone Purchase for Fire Department (Finance)

OBJECTIVE:

Consider approval of Resolution 2025-14 authorizing the acceptance of a Florida Department of Law Enforcement Grant for up to \$25,000 to purchase a drone for the Fire Department.

SUMMARY:

The Tavares Fire Department has been awarded an FDLE grant of up to \$25,000 to purchase an unmanned aerial system (UAS), commonly referred to as a drone. This equipment will significantly enhance the department's operational capabilities and improve community safety.

The drone will be utilized for a variety of critical functions, including:

- **Structure Fires:** Providing aerial thermal imaging and real-time views to improve situational awareness and firefighter safety.
- **Pre-Incident Planning:** Capturing detailed imagery for accurate pre-plan documentation of commercial and industrial facilities.
- **Search and Rescue:** Assisting in locating missing people in urban, rural, or water environments using thermal imaging and wide-area scanning.
- **Training:** Supporting realistic scenario training, post-incident analysis, and performance reviews.
- **Hazardous Materials Incidents:** Monitoring hazardous material spills or releases from a safe distance to minimize risk to personnel.
- **Disaster Response:** Assessing damage and hazards following hurricanes, tornadoes, or large-scale emergencies without putting crews in danger.
- **Wildland Fire Monitoring:** Tracking fire spread and hotspots in brush or wooded areas to enhance suppression strategies.
- **Traffic and Incident Management:** Providing overhead views of large accidents or highway incidents for better resource deployment.

Acceptance of this grant will allow the department to purchase a drone that meets all necessary specifications for fire service operations. There is no matching fund requirement associated with this grant.

OPTIONS:

Option 1: Move to approve resolution 2025-14 authorizing the acceptance of a FDLE grant for up to \$25,000 to purchase a drone for the Fire Department.

Option 2: Do not approve resolution 2025-14.

STAFF RECOMMENDATION:

Option 1: Move to approve resolution 2025-14 authorizing the acceptance of a FDLE grant for up to \$25,000 to purchase a drone for the Fire Department.

FISCAL IMPACT:

The FY 2025 grant fund budget will be increased by \$25,000 for this grant. If the money is not spent by the end of FY 2025, the budget will be rolled over into the FY 2026 budget.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2025-14 (Acceptance of FDLE Drone Grant)

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

RESOLUTION 2025-14

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AUTHORIZING THE ACCEPTANCE OF A FLORIDA DEPARTMENT OF LAW ENFORCEMENT (FDLE) GRANT IN THE AMOUNT OF UP TO \$25,000 FOR THE PURCHASE OF AN UNMANNED AERIAL SYSTEM (UAS/DRONE) FOR THE TAVARES FIRE DEPARTMENT.

WHEREAS, the Florida Department of Law Enforcement (FDLE) has awarded the City of Tavares, Florida, a grant in the amount of up to Twenty-Five Thousand Dollars (\$25,000.00) for the purchase of an unmanned aerial system (UAS), commonly referred to as a drone; and

WHEREAS, the Tavares Fire Department recognizes the substantial public safety benefits of a drone program, including:

- Enhancing situational awareness and firefighter safety during structure fires through aerial thermal imaging and real-time video.
- Supporting pre-incident planning and documentation of commercial and industrial facilities.
- Assisting in search and rescue operations for missing people in urban, rural, or water environments.
- Providing a valuable tool for training, post-incident analysis, and performance reviews.
- Monitoring hazardous material incidents from a safe distance, reducing risk to personnel.
- Supporting disaster response and recovery following hurricanes, tornadoes, or other large-scale emergencies.
- Tracking wildland fire spread and hotspots to improve suppression strategies.
- Improving traffic and incident management through overhead views of large accidents and highway incidents.

WHEREAS, acceptance of this grant carries no matching fund requirement, ensuring no financial burden to the City of Tavares; and

WHEREAS, the City Council finds that accepting this grant and authorizing the drone purchase serve a vital public purpose by strengthening the operational capabilities of the Tavares Fire Department and enhancing community safety.

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

Section I. The City of Tavares hereby accepts the Florida Department of Law Enforcement (FDLE) grant award of up to \$25,000 to purchase an unmanned aerial system (drone). The City Administrator, or his designees, are hereby authorized to take all actions necessary to complete the purchase of a drone meeting operational specifications for the Tavares Fire Department. Elements of the award include:

1. Agreement Number: 3X173
2. CSFA: 71.092
3. Pass-through Entity: N/A.
4. Awarding Entity: Florida Department of Law Enforcement.
5. Recipient: City of Tavares.
6. Grant Award: \$25,000.
7. No grant match is required unless the drone's price exceeds the award amount of \$25,000.
8. Award Period: Date of Execution - 6/30/2026.

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 3rd day of September 2025, by the City Council of the City of Tavares, Florida.

Walter B. Price Sr., Mayor
Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:
Lindsey Holt
City Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 5

SUBJECT TITLE: Ordinance 2025-08 – Amendments to the City’s Land Development Regulations, Chapter 4 – “Application Procedures and Permitting”, Table 4-B and Section 4-22 – Procedure for Consideration of a Final Plat, and Chapter 16 – “Subdivision Regulations”, Section 16-31 –Forms; and replacement of Form 16-13. (Community Development)

OBJECTIVE:

To consider amendments to the City’s Land Development Regulations, Chapter 4 – “Application Procedures and Permitting”, Table 4-B and Section 4-22 –Procedure for Consideration of a Final Plat, and Chapter 16 – “Subdivision Regulations”, Section 16-31 –Forms; and replacement of Form 16-13.

SUMMARY:

On July 1, 2025, the State of Florida has amended s. 177.071, F.S. (see attached 2025-164 Laws of Florida); requiring that certain plat or replat submittals be administratively approved with no further action by City Council authority. The subject Ordinance proposes amendments to the City’s Land Development Regulations to revise and streamline the approval process for plat and replat submittals. Specifically, the ordinance:

- Amends Table 4-B and Section 4-22 within Chapter 4 to reflect changes to the final plat approval process;
- Amends Chapter 16, Section 16-31 regarding forms associated with subdivision regulations;
- Repeals and replaces Form 16-13 in its entirety;

These amendments will allow for administrative approval of plats and replats, where appropriate, in a manner consistent with applicable Florida law.

OPTIONS:

1. That the City Council moves to approve Ordinance 2025-08.
2. That the City Council moves to deny Ordinance 2025-08.

STAFF RECOMMENDATION:

On August 14, 2025, the Planning & Zoning Advisory Board met and voted unanimously (6-0) to recommend approval, subject to a minor clarification. The City Council packet contains the revised edit as recommended by the P&Z Advisory Board and reviewed by staff and legal counsel.

Therefore, City Staff recommends that the City Council moves to approve Ordinance 2025-08.

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 2025-08
2. Chapter 2025-164 Laws of Florida
3. P&Z Minutes - Tab2
4. Newspaper Ad

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

ORDINANCE 2025-08

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE CITY OF TAVARES LAND DEVELOPMENT REGULATIONS CHAPTER 4 APPLICATION PROCEDURES AND PERMITTING, TABLE 4-B AND SECTION 4-22 PROCEDURE FOR CONSIDERATION OF A FINAL PLAT, AND CHAPTER 16 SUBDIVISION REGULATIONS, SECTION 16-31 FORMS AND REPLACING FORM 16-13 IN ITS ENTIRETY; 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, on June 20, 2025, the State of Florida has amended s. 177.071, F.S.; requiring that certain plat or replat submittals be administratively approved with no further action by City Council authority; and

WHEREAS, requiring the City Council authority to designate an administrative authority to receive, review, and process plat or replat submittals; and

WHEREAS, requiring the administrative authority to approve, approve with conditions, or deny a plat or replat submittal in accordance with the timeframe in the initial written notice to the applicant;

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 4 Application Procedures and Permitting, Table 4-B and Section 4-22, and Chapter 16 Subdivision Regulations, Section 16-31 Forms & Form 16-13 in its entirety in order to be consistent with F.S. 177.071; 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:

CHAPTER 4 - APPLICATION PROCEDURES AND PERMITTING

Table 4-B
Permit Application Review Process

Permit Application	Staff Review	P&Z	LPA	CC (1 st hearing)	CC (2 nd Hearing)
Annexation	X	X		X	X
Comprehensive Plan Amendment	X	X	X	X	X
Rezoning	X	X		X	X
Special Use	X	X		X	
Preliminary Subdivision Plan	X			X	
Final Plat	X			X	
Minor Subdivision	X			X	
Lot Split	X				
Subdivision Construction Plans	X				
Site Plan	X				
Minor Site Plan	X				
Variance	X	X		X	
Vacate	X	X		X	

Table Definitions: P&Z — Planning and Zoning Board
LPA — Local Planning Agency
CC — City Council

Chapter 4, Section 4-22 Procedure for Consideration of a Final Plat

- (A) Pursuant to Florida Statutes. Final plat procedures shall be pursuant to Chapter 177 Florida Statutes.
- (B) Application for final plat approval. Prior to the approval and recordation of a final plat which effects the subdivision of any commercial, industrial or residential property within the City limits, the developer of such property must submit an application for final plat with the Planning, Zoning and Development Department in accordance section 4-11.
- (C) Staff Review. Once the application is determined to be complete by the Community Development Director the application will be reviewed by City Staff for compliance with all applicable City regulations.
- (D) ~~City Council. Staff shall prepare a report of findings for presentation at a public hearing by the City Council. The City Council shall consider the application, all supporting documentation and evidence, the staff report of findings and shall approve, approve with conditions or deny the application.~~ Approval by administration. If the Final Plat meets all requirements of the land development regulations, the City Administrator or designee shall administratively approve said Final Plat.

- (E) ~~Approval by affirmative vote. Approval of a final plat shall be by affirmative vote of the City Council. The effective date of the approval shall be the date of the public hearing at which the application is considered, however lots may not be sold, nor building permits issued unless and until the official plat documents are successfully recorded in the public records of Lake County.~~ Written Notice. Within 7 business days after receipt of a plat or replat submittal, the City Administrator or designee shall provide written notice to the applicant acknowledging receipt of the plat or replat submittal and identifying any missing documents or information necessary to process the plat or replat submittal for compliance with s. 177.091. The written notice must also provide information regarding the plat or replat approval process, including requirements regarding the completeness of the process and applicable timeframes for reviewing, approving, and otherwise processing the plat or replat submittal.
- (F) ~~Denial of application.~~
- (1) ~~If the City Council does not act on the petition within six (6) months of the date of receipt of the Staff recommendations, the application shall be deemed to have been denied.~~
- (2) ~~Whenever the City Council has taken action to deny an application for approval of a final plat on a particular property, the City shall not consider the same application for all or any part of the same property for a period of six (6) months from the date of that action.~~
- (3) ~~Notwithstanding subsection [(F)](2) above, the City Council at any time may consider a new application affecting the same property as an application that was previously denied provided that the application differs in some substantial way from the one previously considered.~~
- Application Process. Unless the applicant requests an extension of time, the City Administrator or designee shall approve, approve with conditions, or deny the plat or replat submittal within the timeframe identified in the written notice provided to the applicant under subsection (E). If the City Administrator or designee does not approve the plat or replat, it must notify the applicant in writing of the reasons for declining to approve the submittal. The written notice must identify all areas of noncompliance and include specific citations to each requirement the plat or replat submittal fails to meet. The City Administrator or designee of the governing body, may not request or require the applicant to file a written extension of time.
- (G) Notification of approval. Upon approval of the final plat the Community Development Director shall notify the applicant of such approval, and shall inform the applicant that, upon payment of associated fees, and subject to the submittal and acceptance of associated performance guarantees as discussed in Chapter 16 Subdivision Regulations, subsection 16-7 the plat may be recorded in the Lake County Public Records.
- (H) Expiration of approved final plat. Once a final plat is approved by the City Council Administrator or designee and recorded in the Lake County Public Records, the effect of the approval shall not expire.

CHAPTER 16 - SUBDIVISIONS REGULATIONS

Division III - FormsSection 16-31 Forms.

Requirements of the subdivision process ~~may~~ **may** necessitate the use of one or more of the following forms. Use of these forms will facilitate review. Other similar forms may be submitted, however all forms shall be subject to review and approval of the City Attorney.

Form 16-1	Title Opinion
Form 16-2	Cost of Improvements Estimate
Form 16-3	Surveyor's Affidavit
Form 16-4	Certificate of Consent To Plat and Dedication By Mortgage Holder, Consent To Dedication
Form 16-5	Certificate of Surveyor
Form 16-6	Certificate of Ownership and Dedication (For Individual Owners; with no Private Streets)
Form 16-7	Certificate of Ownership and Private Dedication (For Individual Ownership)
Form 16-8	Certificate of Ownership and Dedication (For Limited Partnerships; with no Private Streets)
Form 16-9	Certificate of Ownership and Private Dedication (For Limited Partnership)
Form 16-10	Certificate of Ownership and Dedication (For Corporations; with no Private Streets)
Form 16-11	Certificate of Ownership and Dedication (For Corporations; with Private Streets)
Form 16-12	Certificate of Approval of County Clerk
Form 16-13	Certificate of Approval of The City of Tavares City Council
Form 16-14	Miscellaneous Plat Notes

Form 16-13 **CERTIFICATE OF APPROVAL OF THE TAVARES CITY COUNCIL**

STATE OF FLORIDA)
COUNTY OF LAKE) SS

It is hereby certified that this plat has been officially approved for record by the City Council of Tavares, Florida, this _____ day of _____, A.D., 19____/

Approved:

_____ Planning Director	_____ Chairman, City Council of Tavares
_____ City Engineer	_____ City Attorney

CERTIFICATE OF APPROVAL BY THE CITY OF TAVARES	
I have reviewed this plat and find it complies with the City's Land Development Regulations and hereby authorize approval per Chapter 177.071, Florida Statutes.	
APPROVED:	
City Administrator	Date
ATTEST:	
City Clerk	Date

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
9/3/2025**

AGENDA TAB NO.: 6

SUBJECT TITLE: Ordinance 2025-09 – Palm Gardens Property - Rezoning of Approximately 20.83 acres located on the northwest intersection of US Hwy 441 and Dead River from City of Tavares Planned Development (PD) zoning to a Mixed Use (MU) zoning district. (Community Development)

OBJECTIVE:

To consider the rezoning of approximately 20.83 acres located on the northwest intersection of US Hwy 441 and Dead River from Planned Development (PD) to a Mixed Use (MU) zoning district - Ordinance 2025-09

SUMMARY:

The applicant is requesting a rezoning of the subject property from the expired Planned Development (PD Ordinance 2007-24) to the Mixed Use (MU) zoning district. The proposed MU zoning is intended to bring the site into consistency with the City's adopted Future Land Use Map designation of Mixed Use (MU) as outlined in the 2040 "Taking Flight" Comprehensive Plan.

The subject property is located at the northwest intersection of U.S. Highway 441 and Dead River, commonly known as Palm Gardens (AKA: Florida Lakefront RV Park). The parcel is approximately 20.83 acres in size. The property is bounded by the Dead River and associated wetlands to the east, U.S. Hwy 441 to the south, jurisdictional wetlands to the north, and a commercial land use (shed sales and storage facility) to the west. Demolition of the former manufactured home park on the site was completed in early 2024. The property is currently vacant, though some structures remain on-site, including a former restaurant, associated structures and boat dock.

A traffic study analysis was conducted by the applicant and accepted by the City's traffic consultant. Environmental and wetlands assessments were conducted for the site and provided to the city. Accordingly, any future development on the site will be required to comply with all applicable provisions of the City's Land Development Regulations.

At this time, the applicant does not have a specific proposed use or project for the site. Therefore, the applicant elects to defer concurrency determination until such time as a final development order. Staff finds the rezoning request to be consistent with the City's Comprehensive Plan and Land Development Regulations.

OPTIONS:

1. That the City Council moves to approve Ordinance 2025-09.
2. That the City Council moves to deny Ordinance 2025-09.

STAFF RECOMMENDATION:

On August 14, 2025, the Planning & Zoning Advisory Board met and voted (4-2) to recommend denial (see attached draft minutes). After the subsequent P&Z meeting, below are relevant adopted codes for City Council to consider:

- "It is the intention of the Council that these regulations implement the planning policies adopted by the Council for the City and its planning area, as reflected in the Comprehensive Plan and other planning documents. In accordance with Chapter 163 of the Florida Statutes, all permits issued under this Chapter shall be consistent with the adopted Comprehensive Plan" (Land Development Regulations, Chapter 1, Section 1-6). - **The proposed "Mixed Use" (MU) rezoning request is consistent with the adopted Comprehensive Plan.**
- "After [PD expiration] revocation, City Council may take action to rezone the subject property to the lowest intensity and density zoning designation consistent with the Comprehensive Plan" (Land Development Regulations, Chapter 8, Section 8-11, 10, 2, f, 4). - **The proposed "Mixed Use" (MU) rezoning request is the lowest intensity and density zoning designation consistent with the Comprehensive Plan.**
- "Intensity and Density of Development. No gross residential density or gross non-residential floor area ratio shall exceed the maximum density or intensity designated in the future land use element of the Comprehensive Plan, regardless of the density/intensity permitted by the applicable zoning district" (Land Development Regulations, Chapter 8, Section 8-5, B). - **The proposed "Mixed Use" (MU) rezoning shall be consistent with the adopted Land Development Standards for the MU zoning district.**
- "Future Land Use/Zoning Matrix. The zoning districts in this chapter are consistent with the Future Land Use classifications of the Comprehensive Plan and shall be applied as shown in Table 8-1, Future Land Use/Zoning Matrix (Land Development Regulations, Chapter 8, Section 8-5, C). - **The proposed "Mixed Use" (MU) rezoning is consistent with this Code provision.**
- Any **Preliminary Subdivision Plan/Plat (PSP)** of the subject property will require City Council Approval.
- Any **Variance** request from the adopted Code will require a Planning & Zoning and City Council Public Hearings.
- The proposed rezoning submittal is complete per **Table 4-A "Submittal Requirements"** of the Land Development Regulations.

Therefore, City Staff recommends that the City Council moves to approve Ordinance 2025-09.

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 2025-09
2. Aerial Map
3. Zoning Map
4. Environmental & Wetlands Assessment
5. Traffic Impact Analysis Report

6. City Traffic Consultant Review Letter
7. School Impact Analysis
8. Expired PD Ordinance 2007-24
9. 08-14-2025 PZ Minutes for Ordinance 2025-09
10. Newspaper Ad

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

ORDINANCE 2025-09

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APPROXIMATELY 20.83 ± ACRES OF PROPERTY LOCATED ON THE NORTH SIDE OF US HWY 441, APPROXIMATELY 1.5 MILES WEST OF THE INTERSECTION OF US HWY 441 AND LAKE SHORE BLVD. AND 1.5 MILES EAST OF THE INTERSECTION OF US HWY 441 AND RADIO RD.; REZONING FROM PLANNED DEVELOPMENT (PD) TO MIXED USE (MU) DISTRICT; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owners of the property legally described in “Exhibit A” of this Ordinance have applied for the rezoning of this land from Planned Development (PD) to Mixed Use District (MU); and

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

WHEREAS, the City Council has reviewed and considered all relevant evidence, information and testimony presented by witnesses, the public, and City staff; and

WHEREAS, the City Council deems it in the best interest of the City to accept said petition and to amend the zoning on said property; and;

WHEREAS, the City Council finds this amendment in compliance with the City of Tavares Comprehensive Plan and Land Development Regulations; now therefore,

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

Section 1. Rezoning

The said properties, as legally defined in Exhibit “A”, attached hereto and made a part herewith, are hereby rezoned from Planned Development District (PD) to Mixed Use (MU) District.

Section 2. Severability.

Upon a determination by a court of competent jurisdiction that a portion of this ordinance is void, unconstitutional, or unenforceable, all remaining portions shall remain in full force and effect.

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

Exhibit "A"

Parcel ID: 24-19-25-0004-000-13700

Alt. Key: 1703867

BEG AT INTERSECTION OF E LINE OF GOV LOT 3 WITH N LINE OF HWY R/W AS IN 1960, RUN N 74DEG W ALONG R/W 626.13 FT N 16 DEG E 208.71 FT FOR POB, CONT N 16DEG E TO N LINE OF S 1/2 OF GOV LOT 3, E TO NE COR OF S 1/2 OF GOV LOT 3, BEG AGAIN AT POB RUN S 74DEG E TO E LINE OF GOV LOT 3, N TO INTERSECT FIRST LINE--LESS THAT PART LYING IN NEW R/W LINE OF HWY 441--W 1/2 OF GOV LOT 5, N OF R/W OF HWY 441--LESS DEAD RIVER-- ORB 5379 PG 1555 1559 1563 ORB 5421 PG 618

Parcel ID: 24-19-25-0004-000-13600

Alt. Key: 1586577

BEG AT INTERSECTION OF E LINE OF GOV LOT 3 WITH N LINE OF HWY R/W AS IN 1960, RUN N 74DEG W ALONG R/W 156.71 FT, N 16DEG E 208.71 FT, S 74DEG E TO E LINE OF SW 1/4 OF SE 1/4, S TO POB--LESS THAT PART LYING IN NEW R/W LINE OF HWY 441-- ORB 5379 PG 1555 1559 1563 ORB 5421 PG 618

Parcel ID: 24-19-25-0004-000-13500

Alt. Key: 1586615

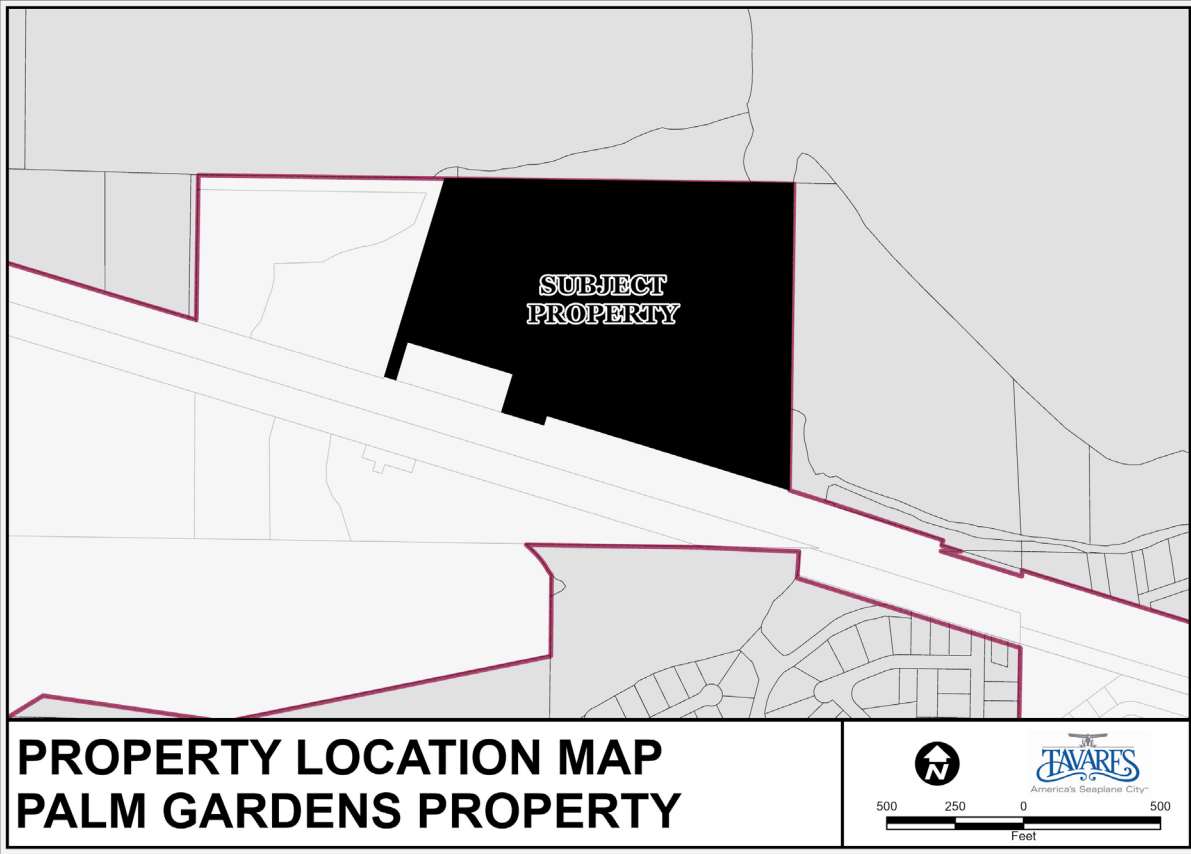
BEG AT INTERSECTION OF E LINE OF GOV LOT 3 WITH N LINE OF HWY R/W AS IN 1960, RUN N 74DEG W ALONG R/W 156.71 FT TO POB, N 74DEG W ALONG R/W 52FT, N 16DEG E 208.71 FT, S 74DEG E 52 FT, S 16DEG W TO POB--LESS THAT PART LYING IN NEW R/W LINE OF HWY 441-- ORB 5379 PG 1555 1559 1563 ORB 5421 PG 618

Parcel ID: 24-19-25-0004-000-13300

Alt. Key: 1586542

BEG AT INTERSECTION OF E LINE OF GOV LOT 3 WITH N LINE OF HWY R/W AS IN 1960 RUN N 74-0-0 W ALONG R/W 671.13 FT TO POB, N 16-0-0 E TO N LINE OF S 1/2 OF GOV LOT 3, BEG AGAIN AT POB, RUN S 74-0-0 E 45 FT, N 16-0-0 E TO N LINE OF S 1/2 OF GOV LOT 3, W TO INTERSECT FIRST LINE-- ORB 5379 PG 1555 1559 1563 ORB 5421 PG 618

CITY OF TAVARES - PROPERTY LOCATION MAP



DRAFTED BY: CITY OF TAVARES GIS

T:\pzt\DATA\PROJECT FILES\Palm Gardens; Rezoning Submittal - PZ2025-15\GIS\GIS_Maps 071525\LOCPPW.mxd

MAP CREATED ON 07/18/25

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 7

SUBJECT TITLE: West Main Street Gateway Sign Design Phase 1 – (Public Works)

OBJECTIVE:

To present three design options for the West Main Street Gateway Feature for Council's consideration and execute a purchase agreement with Don Bell Signs for the engineering, fabrication, and installation based on Council's selection.

SUMMARY:

In the City Capital Improvement Plan for the current fiscal year, Council previously identified the West Main Street Gateway Feature as a top priority, allocating the necessary funds for its implementation. Subsequent to the approval of the City budget, City staff conducted an extensive survey along West Main Street, commencing at the intersection of Pulsifer Avenue and extending westward to the intersection of State Road No. 19 (N. Duncan Drive).

The objective of this survey was to determine the most advantageous location for the gateway feature while ensuring that the installation occurs outside the right-of-way of the Florida Department of Transportation. Moreover, the survey considered existing underground utilities and potential future developments within the corridor. As of February 2025, City staff have successfully analyzed the survey results and identified an optimal location that fulfills all project objectives, addresses the City's needs, and eliminates additional capital expenditures associated with land acquisition and utility relocation. This outcome yields substantial cost-saving measures for the project.

Afterwards, city staff organized a project meeting with Don Bell Signs, which has a continuing service agreement as the City's authorized contractor responsible for all of Tavares' municipal Gateway and Wayfinding signage. The objective of this meeting was to explore the project details in greater depth and to present three meticulously crafted conceptual drawings to present to Council. City staff collectively agreed that the proposed concepts not only conform to the city's established framework for Gateway and Wayfinding signage but also cultivate a strong sense of civic pride. The innovative concepts are intended to signal to visitors that they are entering "America's Seaplane City," thereby reinforcing the city's branding and honoring its significant seaplane heritage.

OPTIONS:

Option 1. City Council authorizes the City Administrator to enter into a purchase agreement with Don Bell totaling \$192,900.00 for the engineering, fabrication, and installation of the West Main St. Gateway Feature in accordance with the specifications outlined in Option 1 rendering.

Option 2. City Council authorizes the City Administrator to enter into a purchase agreement with Don Bell totaling \$217,240.00 for the engineering, fabrication, and installation of the West Main St. Gateway Feature in accordance with the specifications outlined in Option 2 rendering.

Option 3. City Council authorizes the City Administrator to enter into a purchase agreement with Don Bell totaling \$217,240.00 for the engineering, fabrication, and installation of the West Main St. Gateway Feature in accordance with the specifications outlined in Option 3 rendering.

Option 4. City Council declines all presented options and does not authorize the execution of the purchase agreement.

STAFF RECOMMENDATION:

Option 3. City Council authorizes the City Administrator to enter into a purchase agreement with Don Bell totaling \$217,240.00 for the engineering, fabrication, and installation of the West Main St. Gateway Feature in accordance with the specifications outlined in Option 3 rendering.

FISCAL IMPACT:

Gateway Budget: \$206,500
Gateway Cost: \$217,240
Difference: \$10,740

The difference of \$10,740 will be funded by utilizing available funds from various accounts within the Public Works Department Budget.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. West Main Street Gateway Sign Survey & Location
2. Proposed Gateway Location
3. City of Tavares - Gateway Feature Concepts (Opt. 1, 2, 3)
4. Don Bell Purchase Agreement (Opt. 1, 2, 3)

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

PROPOSED GATEWAY FEATURE LOCATION

Legend

- Feature 1
- Gateway Feature Location
- Mando's Golf Carts
- Tavares Theater



GATEWAY ARCH

OPT. 1



GATEWAY ARCH

DESIGN #: 2500156 R7
DATE: 03.26.25
DRAWN BY: Andrew

Revisions / Date / Initials	
R1- ADDED MONUMENTS, ADJUSTED ARCHWAYS -AF	
R2- MADE ARCHWAYS D/F -AF	
R3- ADDED OPT. 5	
R4- REMOVED OPT. 3 -AF	
R5- NEW OPT.3 -AF	
R6- REVISED OPT.3 -AF	
R7- WIDENED COLUMNS / PUT OPT 1 LOGO ON OPT 3	

ETL Acct. #115459
UL 48 Listed Signage
All Sign Components shall be UL listed and Recognized in the SAM Manual
All Wiring shall be at least 90° C rated

ACCOUNT #115459
☐ 120 Volt
☐ 277 Volt

SHEET 1

ACCOUNT City of Tavares

STREET W. Main St.

CITY Tavares STATE FL

SALES REP. Valeri Grub

SCALE As Noted

FILE NAME

PROGRAM CorelDRAW

FONTS USED

CUSTOMER APPROVAL DATE

Note: Primary power & signage lighting control by others. The primary power must be located within 5' of applicable signs installation location.

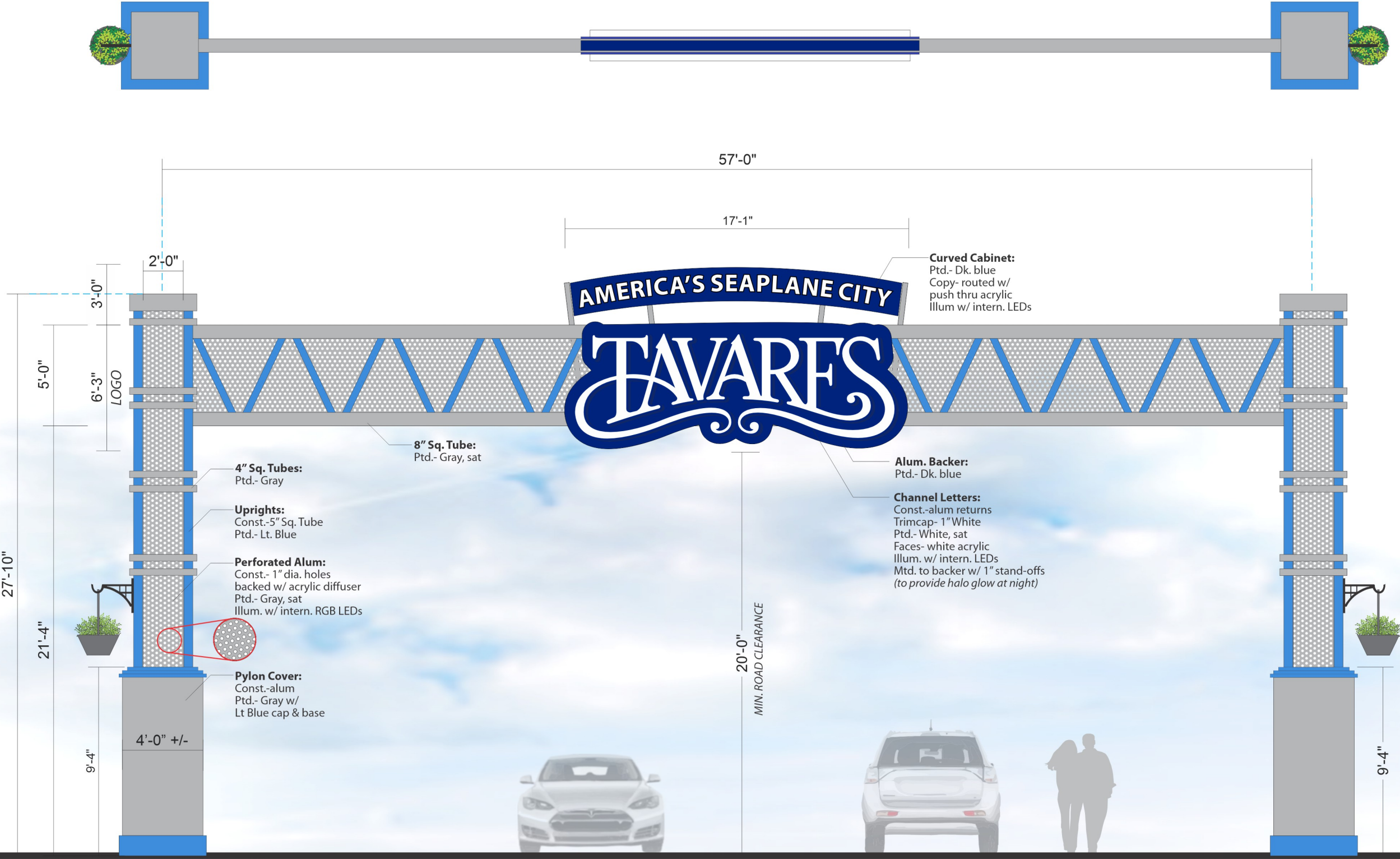
All penetrations to have bushings

PRIMARY ELECTRIC BY OTHERS

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365 OAK PLACE
PORT ORANGE, FL 32127
386-788-8084
800-824-0080



COLOR SCHEDULE		
Gray PMS 421	Lt. Blue PMS 279	Dk Blue PMS 280

Elevation of D/F Entry Archway

(1) Req'd Scale: 3/16" = 1'

CONCEPTUAL ONLY
COLORS, MATERIALS AND
SIZES SUBJECT TO CHANGE
PENDING ENG. & REVIEW



SIMULATED NIGHTVIEW



GATEWAY ARCH

DESIGN #: 2500156 R7
DATE: 03.26.25
DRAWN BY: Andrew

Revisions / Date / Initials	
R1- ADDED MONUMENTS, ADJUSTED ARCHWAYS -AF	
R2- MADE ARCHWAYS D/F -AF	
R3- ADDED OPT. 5	
R4- REMOVED OPT. 3 - AF	
R5- NEW OPT.3 -AF	
R6- REVISED OPT.3 -AF	
R7- WIDENED COLUMNS / PUT OPT 1 LOGO ON OPT 3	

ETL Acct. #115459
UL 48 Listed Signage
All Sign Components shall be UL listed and Recognized in the SAM Manual
All Wiring shall be at least 90' C rated

 ACCOUNT #115459

☐ 120 Volt
☐ 277 Volt

SHEET 2

ACCOUNT
City of Tavares

STREET
W. Main St.

CITY
Tavares

STATE
FL

SALES REP.
Valeri Grub

SCALE
As Noted

FILE NAME

PROGRAM
CorelDRAW

FONTS USED

CUSTOMER APPROVAL

DATE

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All penetrations to have bushings

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PORT ORANGE, FL 32127
386-788-8084
800-824-0080

GATEWAY ARCH

OPT. 2



GATEWAY ARCH

DESIGN #: 2500156 R7
DATE: 03.26.25
DRAWN BY: Andrew

Revisions / Date / Initials	
R1- ADDED MONUMENTS, ADJUSTED ARCHWAYS -AF	
R2- MADE ARCHWAYS D/F -AF	
R3- ADDED OPT. 5	
R4- REMOVED OPT. 3 -AF	
R5- NEW OPT.3 -AF	
R6- REVISED OPT.3 -AF	
R7- WIDENED COLUMNS / PUT OPT 1 LOGO ON OPT 3	

ETL Acct. #115459
UL 48 Listed Signage
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All Wiring shall be at least 90° C rated

ACCOUNT #115459
☐ 120 Volt
☐ 277 Volt

SHEET 3

ACCOUNT City of Tavares

STREET W. Main St.

CITY Tavares STATE FL

SALES REP. Valeri Grub

SCALE As Noted

FILE NAME

PROGRAM CorelDRAW

FONTS USED

CUSTOMER APPROVAL DATE

Note: Primary power & signage lighting control by others. The primary power must be located within 5' of applicable signs installation location.

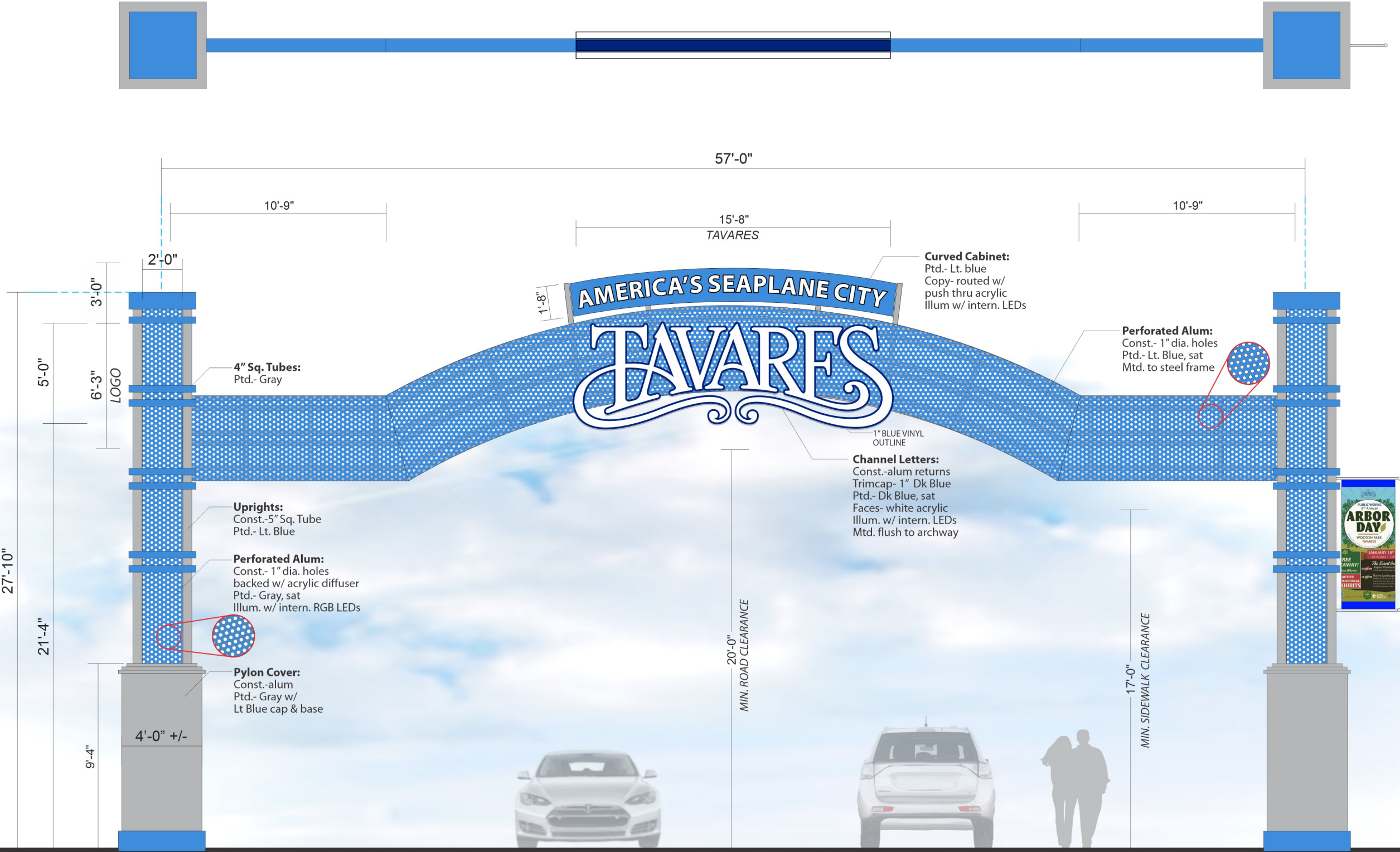
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PORT ORANGE, FL 32127
386-788-8084
800-824-0080



COLOR SCHEDULE

Gray PMS 421	Lt. Blue PMS 279	Dk Blue PMS 280
-----------------	---------------------	--------------------

Elevation of D/F Entry Archway

(1) Req'd Scale: 3/16" = 1'

CONCEPTUAL ONLY
COLORS, MATERIALS AND
SIZES SUBJECT TO CHANGE
PENDING ENG. & REVIEW



SIMULATED NIGHTVIEW



GATEWAY ARCH

DESIGN #: 2500156 R7
DATE: 03.26.25
DRAWN BY: Andrew

Revisions / Date / Initials	
R1- ADDED MONUMENTS, ADJUSTED ARCHWAYS -AF	
R2- MADE ARCHWAYS DIF -AF	
R3- ADDED OPT. 5	
R4- REMOVED OPT. 3 - AF	
R5- NEW OPT.3 -AF	
R6- REVISED OPT.3 -AF	
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ETL Acct. #115459
UL 48 Listed Signage
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All Wiring shall be at least 90' C rated

ACCOUNT #115459 ☐ 120 Volt
us ☐ 277 Volt

SHEET 4

ACCOUNT
City of Tavares

STREET
W. Main St.

CITY
Tavares

SALES REP.
Valeri Grub

SCALE
As Noted

FILE NAME

PROGRAM
CorelDRAW

FONTS USED

CUSTOMER APPROVAL

DATE

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All penetrations to have bushings

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PORT ORANGE, FL 32127
386-788-8084
800-824-0080

GATEWAY ARCH

OPT. 3



GATEWAY ARCH

DESIGN #: 2500156 R7
DATE: 03.26.25
DRAWN BY: Andrew

Revisions / Date / Initials	
R1- ADDED MONUMENTS, ADJUSTED ARCHWAYS -AF	
R2- MADE ARCHWAYS DIF -AF	
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ACCOUNT #115459
☐ 120 Volt
☐ 277 Volt

SHEET 5

ACCOUNT City of Tavares

STREET W. Main St.

CITY Tavares STATE FL

SALES REP. Valeri Grub

SCALE As Noted

FILE NAME

PROGRAM CorelDRAW

FONTS USED

CUSTOMER APPROVAL DATE

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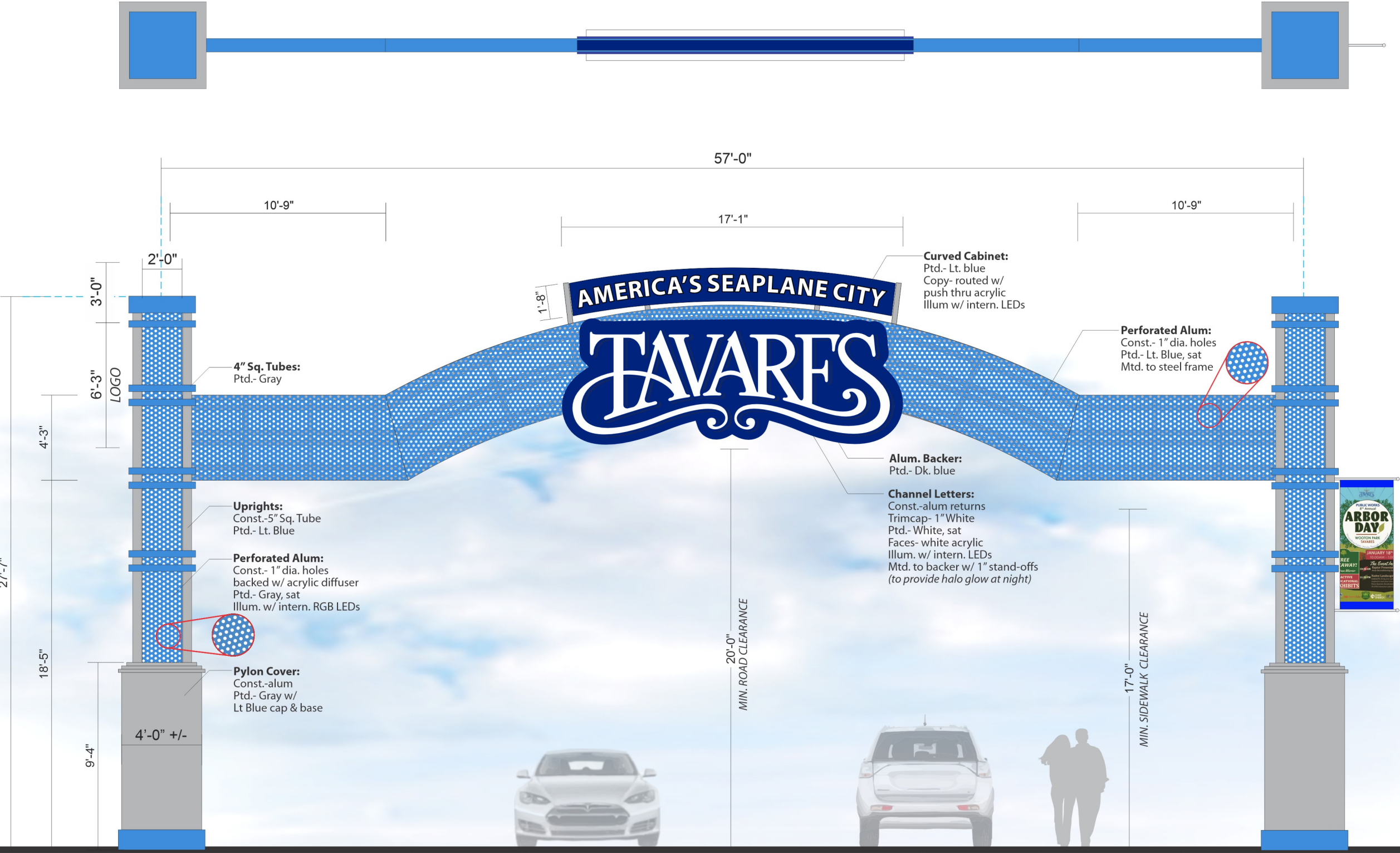
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COLOR SCHEDULE		
Gray PMS 421	Lt. Blue PMS 279	Dk Blue PMS 280

Elevation of D/F Entry Archway
(1) Req'd Scale: 3/16" = 1'

CONCEPTUAL ONLY
COLORS, MATERIALS AND
SIZES SUBJECT TO CHANGE
PENDING ENG. & REVIEW



SIMULATED NIGHTVIEW



GATEWAY ARCH

DESIGN #: 2500156 R7
DATE: 03.26.25
DRAWN BY: Andrew

Revisions / Date / Initials	
R1- ADDED MONUMENTS, ADJUSTED ARCHWAYS -AF	
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ETL Acct. #115459
UL 48 Listed Signage
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All Wiring shall be at least 90' C rated

us

ACCOUNT #115459

☐ 120 Volt

☐ 277 Volt

SHEET 6

ACCOUNT
City of Tavares

STREET
W. Main St.

CITY
Tavares

STATE
FL

SALES REP.
Valeri Grub

SCALE
As Noted

FILE NAME

PROGRAM
CorelDRAW

FONTS USED

CUSTOMER APPROVAL

DATE

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All penetrations to have bushings

PRIMARY ELECTRIC BY OTHERS

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PORT ORANGE, FL 32127
386-788-8084
800-824-0080



365 Oak Place
Port Orange, FL 32127
800-824-0080
Fx: 386-763-4762

ADVERTISING DISPLAY SYSTEM PURCHASE AGREEMENT

"Customer":

Project:

License: Florida ES#0000146

Prepared by:

Date:

Contract:

Don Bell Signs, LLC, (the "Company") Will Supply Labor, Materials & Necessary Equipment to Perform the Following for the "Customer":

Specifications and customer approved print # _____ as of _____ hereby becomes a part of this contract (if applicable and is attached hereto).

SALES PRICE: \$ _____
(One of the following boxes must be checked)

- A. The project attaches to and becomes a part of Real Property and is not subject to Florida Sales Tax.
- B. The project is considered Tangible Personal Property and Florida Sales Tax is not included in the Sales Price. Tax to be billed on final invoice.
- C. The project has BOTH Real Property and Tangible Personal Property. Florida Sales Tax breakdown is needed above.

Customers outside of Florida are responsible for the payment of applicable sales tax in their appropriate state.

The cost of permits, permit acquisition and engineering fees will be added to the sales price, unless specified above. All changes and/or modifications made to the referenced customer approved prints or scope of work will incur applicable material and labor charges specific to the change. All overdue invoices shall bear interest at 1.5% per month.

Terms: Down Payment Percentage: _____ Down Payment Due: \$ _____

Balance due upon completion.

Down Payment is non-refundable

This proposal does not include changeable copy letters (unless specified above) or de-energizing of overhead power lines where applicable. Additional foundation costs incurred as a result of abnormal soil conditions; rock, caliche, water intrusion and/or underground obstructions including utilities will be billed additional to the amount of this contract. Should the permit issuing entity revoke or rescind the permit for any reason beyond our control, after the aforementioned display has been built and their action or the action of the CUSTOMER prevents completion of the installation, the CUSTOMER is still obligated to the terms of this contract. **IT IS EXPRESSLY AGREED AND UNDERSTOOD THAT PRIMARY ELECTRIC SERVICE, PHONE LINES, COMMUNICATION LINES AND HOOK UPS ARE THE CUSTOMER'S RESPONSIBILITY. THE CONTRACT BALANCE OF PAYMENT BECOMES DUE AND PAYABLE UPON INSTALLATION OF THE SIGN DISPLAY.** (In the event, however, that electrical and/or phone service is not in place at the time of display installation a ten (10%) percent retainage may be held by Customer until such service is installed. In no event may such retainage holdback exceed forty five (45) days from date of display installation). **IF THIS CONTRACT INCLUDES AN ELECTRONIC MESSAGE CENTER OR TIME AND TEMPERATURE DISPLAY, CUSTOMER AGREES TO INSTALL, AT CUSTOMER'S EXPENSE, PRIMARY ELECTRICAL SURGE SUPPRESSION AND DISPLAY GROUNDING DEVICES SPECIFIED BY THE COMPANY.**

The Company warrants this display to be free of defects in material and/or workmanship for a period of one year from the installation date. **THERE ARE NO WARRANTIES MADE BY THE COMPANY EXCEPT AS EXPRESSLY SET FORTH HEREIN. WARRANTIES OF MERCHANTABILITY & FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED.** All work will be completed in a workmanlike manner. All agreements are contingent upon strikes, accidents or delays beyond the control of the Company. Our workers are fully covered by workman's compensation insurance.

This Agreement shall be construed and interpreted under and according to the laws of the State of Florida. The parties to this Agreement consent to the exclusive jurisdiction and venue of the courts of the State of Florida in the County of Volusia in connection with any and all actions arising out of this Agreement. In the event that there is any litigation concerning this Agreement, the prevailing party, in such litigation, shall be entitled to recover it's attorney's fees, costs, and expenses incurred in connection with the litigation at trial court, appellate court or bankruptcy court.

This Agreement, along with any exhibits, appendices, addendums, schedules, and amendments hereto, encompasses the entire agreement of the Parties and supersedes all previous understandings and agreements between the Parties, whether oral or written. The Parties hereby acknowledge and represent by affixing their hands and seals hereto, that said Parties have not relied on any representation, assertion, guarantee, warranty, collateral contract or other assurance, except those set out in the Agreement made by or on behalf of any other party or any other person or entity whatsoever, prior to the execution of this Agreement. The Parties hereby waive all rights and remedies, at law or in equity, arising or which may arise as the result of a party's reliance on such representation, assertion, guarantee, warranty, collateral contract or other assurance, provided that nothing herein contained shall be construed as a restriction or limitation of said party's right to remedies associated with the gross negligence, willful misconduct of fraud or any person or party taking place prior to, or contemporaneously with, the execution of this Agreement.

In the event the sign display cannot be installed due to any delay for causes beyond the control of COMPANY or is not installed due to CUSTOMER'S request, the Contract Balance shall become immediately due and payable, less the cost for installation. CUSTOMER will be responsible for storage charges in the amount of 1/2 of 1 percent of the purchase price per month until installed. In the event of any default or failure of performance hereunder by COMPANY, including but not limited to a breach of this agreement or the direct, active negligence or other wrongful act or omission of COMPANY generating a cause of action in favor of CUSTOMER, COMPANY's liability shall be limited to the total amount of the payments actually made by CUSTOMER to COMPANY hereunder as of the time of the accrual of such cause of action. In no event shall COMPANY have any liability or legal responsibility to CUSTOMER or to any third person, whether for damage to person or property, business or economic damages, damages to products, goods or any other thing or legal or property right or interest, in excess of such amounts actually paid by CUSTOMER to COMPANY hereunder as of the time such cause of action accrues. CUSTOMER hereby indemnifies COMPANY, holds COMPANY harmless, and shall defend at its own expense and thereafter satisfy and discharge from its own funds and resources, any and all such claims against the COMPANY arising of, from or through its actions or inactions or the products, services or materials taken, delivered or installed by the COMPANY, its agents or its independent contractors pursuant to this contract, whether made by or on behalf of itself, its employees, agents, privies, successors or assigns, or any third person, for all time and anywhere in the world.

Customer Signature _____

Accepted by _____

_____ Date

_____ Date

Customer Name/Title _____

DBS Officer _____

_____ Please Print

_____ Please Print

A Notice to Proceed from the CUSTOMER will bind the terms and conditions of this contract

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 8

SUBJECT TITLE: State and Federal Governmental Relations Firm Selection (City Administrator)

OBJECTIVE:

To select a State and Federal Governmental Relations Firm

SUMMARY:

The city is requesting many Federal and State grants to shift the cost of initiatives and projects from the General Fund to grants. In order to compete for these grants and have them awarded to the City it is very helpful to have and engage the services of a State and Federal Governmental Relations Firm that can advocate for and represent the City of Tavares at the State and Federal grant agency levels.

The city re-issued a request for qualifications for State and Federal Governmental Relations Firm due to the timing of State and Federal Legislative sessions leading to a lower response than anticipated. The city received four responses (see attached). A ranking team made up of the Utilities Director, Public Works Director and City Administrator reviewed and ranked the firms as follows (also see minutes attached):

- #1 Continental Strategy
- #2 TFG/SCG
- #3 Becker Law
- #4 Pittman Law Group

Staff is recommending that Council authorize staff to negotiate a contract with the number one-ranked firm (Continental Strategy) and bring that contract back to Council for approval.

OPTIONS:

- 1) Authorize staff to negotiate a State and Federal Governmental Relations Services Agreement with Continental Strategy.
- 2) Bring back the top two ranked firms, Continental Strategy and TFG/SCG for Presentations and Interview
- 3) Select no firms

STAFF RECOMMENDATION:

Authorize staff to negotiate a Governmental Relations Services Agreement with Continental Strategy and bring it back for Council approval.

FISCAL IMPACT:

Once a firm is selected by the Council based on the firms qualifications, staff will negotiate a contract with the selected firm and bring that contract back to Council for consideration along with the budget

and fiscal impacts at the following meeting.

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. RFQ 2025-0009 Selection Committee Minutes
2. RFQ 2025-0009 Opening Minutes_State and Federal Governmental Relations Firm
3. Continental Strategy Response to RFQ2025-0009
4. TFG SCG Response to RFQ2025-0009
5. Becker Response to RFQ2025-0009
6. Pittman Law Group Response to RFQ2025-0009

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 9

SUBJECT TITLE: Approve Resolution 2025-15 for Tentative Millage Rate for FY 2026 – First Reading (City Administrator)

OBJECTIVE:

To receive public input and consider the approval of Resolution 2025-15 to adopt the Tentative Millage Rate for Fiscal Year 2026.

SUMMARY:

The City Administrator and staff have developed a budget for Fiscal Year 2026 for Council's consideration totaling \$69,201,385 that is fully balanced. The proposed budget for FY 2026 includes, among many other items, the following:

1. A Similar Level of Service is achieved.
2. General Fund millage rate decreases from 6.7756 mills to 6.6850 mills, which is 5.21% above the rollbacked rate.
3. Debt Service millage rate decreases from .1601 to .1467.
4. Estimated reserve balances that meet GFOA recommendations.
5. Fire Assessment level funded with no rate increase.
6. Employee raises of 5.0%.
7. Six new Public Safety positions are proposed: three for Police, and three for Fire.
8. Six new General Fund positions are proposed with a hire date of 7/1/2026: two for Finance (one part-time, and one full-time), one for Fleet Management, one for Facilities Management, and three for Community Services (two part-time, and one full-time).
9. Street paving - \$400,000.
10. Expanded programs are cut.

Previously, the City Council discussed the proposed Fiscal Year 2026 Budget at the following public meetings:

- 7/16/2025 – City Council Budget Workshop – (General Fund Budget)
- 7/16/2025 – City Council Budget Workshop – (Set Maximum Tentative Millage rate)
- 8/06/2025 – City Council Budget Workshop – (General, Utility, and Special Revenue Fund Budgets)
- 8/20/2025 – City Council Budget Workshop – (Capital Improvement Plan Presentation)
- 8/20/2025 – City Council Budget Workshop – (Discussion on FY 2026 Proposed Budget)

A Tentative Budget (all funds) has been prepared for the City Council. Exhibit A lists all the changes made to the Proposed Budget since it was presented at the July 16th City Council meeting. The changes made have resulted in \$108,970 in unappropriated revenue in the General Fund that remains available for appropriation. Options include: 1) Appropriate it as a "contingency" for unforeseen

initiatives or projects that the Council may want to initiate during the next fiscal year 2) Fund a cut item 3) Place it into reserves or 4) lower the millage rate.

The Final Public Hearing to adopt the FY 2026 Millage Rate and the FY 2026 Budget will be held at 5:05 p.m. on September 17, 2025, at which time the final millage rates will be adopted.

OPTIONS:

Option 1: Take public input and approve the Tentative Millage for Fiscal Year 2026 as reflected in Resolution 2025-15. Address the \$108,970 appropriations during the next agenda item - Adoption of the budget.

Option 2: Take public input and approve the Tentative Millage for Fiscal Year 2026 as reflected in Resolution 2025-15, including any additional changes the Council proposes.

STAFF RECOMMENDATION:

Option 1: Take public input and approve the Tentative Millage for Fiscal Year 2026 as reflected in Resolution 2025-15.

FISCAL IMPACT:

At this point, all budgets are balanced. Changes will require revisions to the Tentative Budget.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2025-15 - Tentative Millage Rate
2. Exhibit A - FY 2026 Proposed Budget Updates 9-3-2025

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

RESOLUTION 2025 - 15

A RESOLUTION ADOPTING A FINAL MILLAGE RATE OF 6.6850 FOR THE CITY OF TAVARES, FLORIDA, FOR AD VALOREM TAXES FOR FISCAL YEAR 2025-2026; SETTING FORTH THE PERCENT BY WHICH THE MILLAGE RATE IS GREATER THAN THE "ROLLED-BACK" RATE.

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

WHEREAS, the City of Tavares of Lake County, Florida on September 3, 2025, adopted the 2025-2026 Fiscal Year Tentative Millage Rate following a public hearing as required by Florida Statute 200.065.

WHEREAS, the City of Tavares of Lake County, Florida, following due public notice as required by law, held a second public hearing on September 17, 2025, as required by Florida Statute 200.065 on the 2024-2025 Millage Rate; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Lake County has been certified by the County Property Appraiser to the City of Tavares as \$1,896,245,451.

NOW THEREFORE, BE IT RESOLVED by the City of Tavares of Lake County, Florida, that:

1. The City of Tavares Fiscal Year 2025-2026 operating millage rate to be levied is hereby set at 6.6850 mills, which millage rate is greater than the rolled back rate of 6.3538 mills by 5.21%.
2. The voted debt service millage rate is set at .1467 mills for Fiscal Year 2025-2026.
3. This Resolution will take effect immediately upon its adoption.

PASSED AND RESOLVED this 17th day of September 2025 by the City Council of the City of Tavares, Florida. Time Adopted: _____.

Walter B. Price Sr., Mayor
Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:
Lindsay Holt,
City Attorney

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
Increase State estimated revenues for new estimates from State	50,420
Moved Revenue from Lake County Interlocal Agreement for GTRP East Campus to Fund 157	(148,000)
REVENUES AFTER ADJUSTMENTS	29,712,292
EXPENDITURES	29,593,327
Miscellaneous payroll adjustments	40,745
Increase contribution to Seaplane Base and Marina Fund	48,204
Portion of Road Paving from Infrastructure Sales Tax Fund	112,042
Decreased General Liability for new estimate	(42,996)
Move upgrade soccer field lighting at GTRP East Campus to Fund 157	(148,000)
EXPENDITURES AFTER ADJUSTMENTS	29,603,322
REVENUE SURPLUS	108,970

* 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)

FY 2026 PROPOSED BUDGET ADJUSTMENTS

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.*

GOLDEN TRIANGLE REGIONAL PARK EAST CAMPUS FUND

REVENUES

0

Add revenue for GTRP East Campus Interlocal Agreement with Lake County

148,000

REVENUES AFTER ADJUSTMENTS

148,000

EXPENDITURES

0

Upgrade soccer field lighting (moved from General Fund)

148,000

EXPENDITURES AFTER ADJUSTMENTS

148,000

GTRP EAST CAMPUS 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.*

Miscellaenous adjustments for payroll and General Liability updates in the Utility, Solid Waste, Stormwater, Marina, and Pavilion fund resulted in a total decrease in revenue and expenditures of \$61,621.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 10

**SUBJECT TITLE: Approve Resolution 2025-16 for Tentative Budget for FY 2026 – First Reading
(City Administrator)**

OBJECTIVE:

To receive public input and consider the approval of Resolution 2025-16 to adopt the Tentative Budget for Fiscal Year 2026.

SUMMARY:

The City Administrator and staff have developed a budget for Fiscal Year 2026 for Council's consideration totaling \$69,201,385 that is fully balanced. The proposed budget for FY 2026 includes, among many other items, the following:

1. Similar Level of Service is achieved.
2. General Fund millage rate decreases from 6.7756 mills to 6.6850 mills, which is 5.21% above the rollback rate.
3. Debt Service millage rate decreases from .1601 to .1467.
4. Estimated reserve balances that meet GFOA recommendations.
5. Fire Assessment level funded with no rate increase.
6. Employee raises of 5.0%.
7. Six new Public Safety positions are proposed: three for Police, and three for Fire.
8. Six new General Fund positions are proposed with a hire date of 7/1/2026: two for Finance (one part-time, and one full-time), one for Fleet Management, one for Facilities Management, and three for Community Services (two part-time, and one full-time).
9. Street paving - \$400,000.
10. Expanded programs are cut.

Previously, the City Council discussed the proposed Fiscal Year 2026 Budget at the following public meetings:

- 7/16/2025 – City Council Budget Workshop – (General Fund Budget)
- 7/16/2025 – City Council Budget Workshop – (Set Maximum Tentative Millage rate)
- 8/06/2025 – City Council Budget Workshop – (General, Utility, and Special Revenue Fund Budgets)
- 8/20/2025 – City Council Budget Workshop – (Capital Improvement Plan Presentation)
- 8/20/2025 – City Council Budget Workshop – (Discussion on FY 2026 Proposed Budget)

A Tentative Budget (all funds) has been prepared for the City Council. Exhibit A lists all the changes made to the Proposed Budget since it was presented at the July 16th City Council meeting. The changes made have resulted in \$108,970 in unappropriated revenue in the General Fund that remains available for appropriation. Options include: 1) Appropriate it as a "contingency" for unforeseen

initiatives or projects that the Council may want to initiate during the next fiscal year 2) Fund a cut item or 3) Place it into reserves.

The Final Public Hearing to adopt the FY 2026 Millage Rate and the FY 2026 Budget will be held at 5:05 p.m. on September 17, 2025, at which time the final millage rates will be adopted.

OPTIONS:

Option 1: Take public input and approve the Tentative Budget for Fiscal Year 2026 as reflected in Resolution 2025-16 and appropriate the \$108,970 as a "contingency" for unforeseen initiatives or projects that the Council may want to initiate during the next fiscal year.

Option 2: Take public input and approve the Tentative Budget for Fiscal Year 2026 as reflected in Resolution 2025-16, including any additional changes the Council proposes.

STAFF RECOMMENDATION:

Option 1: Take public input and approve the Tentative Budget for Fiscal Year 2026 as reflected in Resolution 2025-16 and appropriate the \$108,970 as a "contingency" for unforeseen initiatives or projects that the Council may want to initiate during the next fiscal year.

FISCAL IMPACT:

At this point, all budgets are balanced. Changes will require revisions to the Tentative Budget.

LEGAL SUFFICIENCY:

Legally Sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Resolution 2025-16 - Tentative Budget
2. Exhibit A - FY 2026 Proposed Budget Updates 9-3-2025

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

RESOLUTION 2025-16

**A RESOLUTION ADOPTING THE FINAL BUDGET FOR
THE CITY OF TAVARES, FLORIDA, FOR THE FISCAL
YEAR 2025 - 2026.**

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

WHEREAS, a public hearing on the tentative 2025-2026 budget was held at the Tavares City Hall Council Chambers in the City of Tavares, Florida, Lake County, Florida on Wednesday, September 3, 2025 at 5:05 p.m., as required by Florida Statutes 200.065; and

WHEREAS, the general public was given an opportunity to express its views pertaining to the tentative budget, and

WHEREAS, the City Council approved the tentative budget for 2025-2026,
and

WHEREAS, a second public hearing on the proposed 2025-2026 budget was held in the Council Chambers at the Tavares City Hall, 201 East Main Street in the City of Tavares, Florida, on Wednesday, September 17, 2025, at 5:05 p.m.,

NOW, THEREFORE, BE IT RESOLVED that the Budget for 2025-2026 fiscal year for the City of Tavares, Florida is hereby adopted by the Tavares City Council in the amount of \$69,201,385 at public hearing this 17th day of September 2025.

Fund Name	Fund Number	Estimated Revenues ¹	Reserve Appropriations ³	Unappropriated Revenues ²	Estimated Appropriations/Expenditures
General Fund	001	29,307,780	\$ 295,542	\$ -	\$ 29,603,322
Water/Wastewater Utility	401	14,363,988	705,809	-	\$ 15,069,797
Water/Wastewater Impacts	441	1,415,419	-	(480,419)	\$ 935,000
W/WW RR&I Fund	443	400,000	17,000	-	\$ 417,000
SRF Construction Fund	444	-	-	-	\$ -
W/WW SRF Loan	445	2,175,052	400,000	-	\$ 2,575,052
Sunset View Fund	447	-	-	-	\$ -
Solid Waste/Sanitation	402	4,848,980	-	-	\$ 4,848,980
Stormwater	403	2,446,542	-	(13,504)	\$ 2,433,038
Seaplane Base Fund	405	1,046,608	-	-	\$ 1,046,608
Pavilion Fund	406	851,720	-	-	\$ 851,720
Police Education	102	-	-	-	\$ -
Community Redevelopment	105	292,326	-	-	\$ 292,326
Police Impacts	110	132,178	-	-	\$ 132,178
Fire Impacts	111	145,962	-	(66,984)	\$ 78,978
Forfeiture Fund	112	-	-	-	\$ -
Park Impacts	114	322,769	-	(152,769)	\$ 170,000
Building Permits	115	185,481	-	(185,481)	\$ -
Citizen Donation Fund	119	-	-	-	\$ -
Fire Assessment Fund	122	2,064,182	-	-	\$ 2,064,182
Infrastructure Sales Tax ⁵	150	248,000	-	(124,000)	\$ 124,000
Grant Fund	151	-	-	-	\$ -
Infrastructure Sales Tax ⁵	152	2,487,958	697,949	-	\$ 3,185,907
ARPA	155	-	-	-	\$ -
GTRP East Campus Fund	157	148,000	-	-	\$ 148,000
Debt Service Fund	201	1,114,477	-	(41)	\$ 1,114,436
Capital Project Fund	301	-	-	-	\$ -
Capital Project Fund ⁶	302	-	-	-	\$ -
Municipal Police Pension ⁴	601	3,260,106	-	(1,397,900)	\$ 1,862,206
Firefighter's Pension ⁴	602	4,052,667	-	(1,847,977)	\$ 2,204,690
General Employee Pension	603	94,584	-	(51,419)	\$ 43,165
Mildred Hunter Trust	605	425	-	(75)	\$ 350
Wooton Park Playground Trust	606	450	-	-	\$ 450
		\$ 71,405,654	\$ 2,116,300	\$ (4,320,569)	\$ 69,201,385

¹ Estimated Revenues = anticipated revenue collections.

\$ 69,201,385

² Negative Reserve Appropriations assumes unappropriated revenues.

³ Positive Reserve Appropriations assumes appropriating (spending) an amount of reserves.

⁴ Special Revenue Fund.

⁵ Fund 150 Infrastructure Surtax Revenue collections sunset in December 2017, and begin again in January 2018 (Fund 152).

This resolution will take effect immediately upon its adoption.

PASSED AND RESOLVED this 17th day of September 2025, by the City Council of the City of Tavares, Florida. Time Adopted: _____ P.M.

Walter B. Price Sr., Mayor
Tavares City Council

ATTEST:

Susie Novack
City Clerk

Approved as to form:
Lindsay Holt.
City Attorney

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
Increase State estimated revenues for new estimates from State	50,420
Moved Revenue from Lake County Interlocal Agreement for GTRP East Campus to Fund 157	(148,000)
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EXPENDITURES	29,593,327
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Move upgrade soccer field lighting at GTRP East Campus to Fund 157	(148,000)
EXPENDITURES AFTER ADJUSTMENTS	29,603,322
REVENUE SURPLUS	108,970

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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)

FY 2026 PROPOSED BUDGET ADJUSTMENTS

EXPENDITURES AFTER ADJUSTMENTS

3,185,907

INFRASTRUCTURE SALES TAX FUND REVENUE = EXPENDITURES?

YES

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GOLDEN TRIANGLE REGIONAL PARK EAST CAMPUS FUND

REVENUES

0

Add revenue for GTRP East Campus Interlocal Agreement with Lake County

148,000

REVENUES AFTER ADJUSTMENTS

148,000

EXPENDITURES

0

Upgrade soccer field lighting (moved from General Fund)

148,000

EXPENDITURES AFTER ADJUSTMENTS

148,000

GTRP EAST CAMPUS 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.*

Miscellaenous adjustments for payroll and General Liability updates in the Utility, Solid Waste, Stormwater, Marina, and Pavilion fund resulted in a total decrease in revenue and expenditures of \$61,621.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/3/2025**

AGENDA TAB NO.: 11

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 17, 2025, 4:00 p.m., Tavares City Council Chambers (5:05 p.m.)
Planning and Zoning Board Meeting	September 18, 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	September 23, 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	October 22, 2025, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	September 24, 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
9/3/2025**

AGENDA TAB NO.: 12

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.