



AGENDA
TAVARES CITY COUNCIL
September 17, 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 Greg Watts, Liberty Church Tavares

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 2 Approval of the September 3, 2025, City Council Regular Meeting
and Budget Hearing Minutes (City Clerk)

VIII. RESOLUTIONS

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

Tab 3 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 4 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)

X. GENERAL GOVERNMENT

- Tab 5 Collective Bargaining Agreement Between Tavares Professional Firefighters Local 3245 and the City of Tavares (Fire)

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

- Tab 6 Approve Resolution 2025-15 for Final Millage Rate for FY 2026 – Second Reading (City Administrator)

- Tab 7 Approve Resolution 2025-16 for Final Budget for FY 2026 – Second Reading (City Administrator)

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

XV. REPORTS

- Tab 8 City Administrator Report

- Tab 9 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
9/17/2025**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Greg Watts, Liberty Church Tavares

OBJECTIVE:

Pastor Greg Watts, Liberty Church Tavares, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Greg Watts, Liberty Church Tavares, 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
9/17/2025**

AGENDA TAB NO.: 2

SUBJECT TITLE: Approval of the September 3, 2025, City Council Regular Meeting and Budget Hearing Minutes (City Clerk)

OBJECTIVE:

For the Council to consider approval of the September 3, 2025, City Council Regular Meeting and Budget Hearing minutes.

SUMMARY:

Attached are the September 3, 2025, City Council Regular Meeting and Budget Hearing minutes as submitted by the City Clerk.

OPTIONS:

1. Move to approve the City Council Regular Meeting and Budget Hearing minutes as submitted by the City Clerk.
2. Move to approve the meeting minutes with corrections.

STAFF RECOMMENDATION:

For the Council's consideration.

FISCAL IMPACT:

None.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 09-03-2025 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
SEPTEMBER 3, 2025 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

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

STAFF PRESENT

**John Drury, City Administrator
Lindsay Holt, City Attorney
Susie Novack, City Clerk
Antonio Fabre, Community Development Director
Scott Aldrich, Community Services Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Crissy Bublitz, Human Resources Director
James Dillon, Public Works Director
Sarah Coursey, Police Chief
Phil Clark, Utilities Director**

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Scott Harmon, Tavares Community Church

Council Member Gamble provided the invocation and led those present in the Pledge of Allegiance in the absence of Pastor Scott Harmon.

III. APPROVAL OF AGENDA

Mayor Price asked if there were any changes to the Agenda. There were none.

MOTION

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

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Public Works Wins National APWA Management Innovation Award

Mayor Price made the following presentation:

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.

Mayor Price presented the APWA Project of the Year Award to Mr. Dillon and the Public Works Team.

Mr. Dillon said the award was made possible by the Council's support and the dedication of the City's Public Works team. Mr. Dillon introduced the following team members: Parks Operations Manager Traci Anderson, Senior Administrative Assistant Kellie Conway, Facilities Supervisor Nathan Douglas, Fleet Operations Supervisor Kyle Allman, Solid Waste Manager Jeff Henderson, and Operations Administrative Assistant Stacy Mewborne.

Council Member Gamble noted the City was featured in the APWA Reporter Magazine for establishing the country's first Public Works Transportation Training and Innovation Center.

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 2025-14

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.

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.

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.

Ms. Novack noted Resolutions 2025-15 and 2025-16 would be read in their entirety during the Budget Hearing at 5:05 p.m.

VII. CONSENT AGENDA

Mayor Price asked if anyone wished to pull an item from the Consent Agenda for discussion. He requested a clerical correction to page 3 of 16 under the Consent Agenda, as the minutes incorrectly referenced him as asking the Council if any wished to pull an item from the agenda. Mayor Price clarified for the record that he had not attended that meeting.

MOTION

Troy Singer moved to approve the Consent Agenda with said change [Tab 3. Approval of the August 20, 2025, City Council Meeting Minutes], seconded by Bob Grenier. The motion carried unanimously 5-0.

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

Approved on the Consent Agenda with a change.

VIII. RESOLUTIONS

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

Ms. Houghton made the following presentation:

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.

Ms. Houghton said staff recommended Option 1, for the Council to approve Resolution 2025-14 authorizing the acceptance of an FDLE grant for up to \$25,000 to purchase a drone for the Fire Department.

Mayor Price asked for comments from the Council.

Council Member Singer stated that it always amazed him what the staff was able to accomplish in securing grants. He noted that the \$25,000 grant for a drone would greatly benefit the City and would come at no cost. He commended all who had a role in pursuing the award, recognizing that grants were difficult to obtain.

Council Member Singer said he understood that drone pilots were required to have specific training and asked Chief Keith to address the training requirements and compliance.

Chief Keith credited Fire Division Chief Michael Willis with preparing the successful grant application. He emphasized that the drone was a technical piece of equipment requiring trained and licensed operators, noting that the City was fortunate to have staff with experience. Chief Keith explained that operators must obtain an FAA Part 107 Remote Pilot Certificate, followed by an additional license. He stated that the Fire Department anticipated training three operators at an estimated cost of \$1,000 per person. The total training cost of approximately \$3,000 was already included in the upcoming budget.

Council Member Singer asked if there would be a licensed operator available on each shift. Chief Keith responded that the drone belonged to the City as a whole and would be available to all departments. He explained that the City would not have a licensed operator assigned to every shift, rather it would maintain a cadre of licensed operators who could be called upon as needed.

Council Member Gamble asked whether the Police Department and other departments could utilize the drone. Chief Keith confirmed and provided the Council with a list of features included with the system. Council Member Gamble asked if those departments would be able to fund their own training. Mr. Drury responded that each department had a training budget available at the discretion of its director.

Council Member Gamble stated that duplication of services was sometimes necessary, and he emphasized the importance of having equipment available locally for the safety of citizens.

Council Member Grenier asked whether there was an opportunity to pursue an additional grant to secure a drone for the Police Department. Chief Coursey stated that staff would review available grant opportunities to determine if additional funding was available.

Mayor Price commended staff and stated the drone project was an excellent idea.

MOTION

Troy Singer moved to approve [Resolution 2025-14], seconded by Sandy Gamble.

Council Member Singer emphasized that the grant was non-matched.

The motion carried unanimously 5-0.

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 Sections 4-22 – Procedure for Consideration of a Final Plat, and Chapter 16 – “Subdivision Regulations,” Section 16-31 – Forms; and replacement of Form 16-13

No discussion at First Reading.

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 Mixed Use (MU) Zoning District

No discussion at First Reading.

Second Reading

X. GENERAL GOVERNMENT

Tab 7. West Main Street Gateway Sign Design Phase 1

Mr. Dillon made the following presentation:

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.

Mr. Dillon said staff recommended Option 3, for the City Council to authorize the City Administrator to enter into a purchase agreement with Don Bell totaling \$217,240 for the engineering, fabrication, and installation of the West Main Street Gateway Feature in accordance with the specifications outlined in the Option 3 rendering.

Mr. Dillon invited Sales Manager Valerie Grub and Installation Manager Andrew Simso of Don Bell Signs to the podium.

Ms. Grub thanked the Council for its many years of partnership with Don Bell Signs, noting that she had worked with the City since 2010. She provided a PowerPoint presentation of the three design options.

Council Member Singer asked if the front and back of the signs would be identical. Ms. Grub confirmed that they would. Council Member Singer asked about the lighting, and Ms. Grub stated that the lighting could be configured in white, blue, or any color desired.

Mayor Price asked which option provided the greatest nighttime illumination. Mr. Dillon responded that Option 3 stood out more than the others. Mayor Price stated his preference for the arch design in Option 3, noting that it complemented the cemetery gateway.

Council Member Gamble stated that Options 2 and 3 incorporated a design element resembling the wing of an airplane, which supported the City's branding as America's Seaplane City.

Council Member Singer expressed support for Option 3 and asked how long the City had been discussing a gateway sign. Mr. Dillon replied that the project dated back to 2006 and had been under consideration for nearly twenty years. Council Member Singer said he was pleased the project was finally coming to fruition.

Council Member Grenier shared his experience touring the Don Bell Signs facility and described it as magnificent. He stated his preference for Option 3, noting that the blue would stand out.

MOTION

Lori Pfister moved to approve and accept Option 3, seconded by Bob Grenier.

Council Member Singer asked for the time frame for project completion.

Ms. Grub stated that the project would take approximately 20–25 weeks once permitted. Mr. Simso added that the work would be completed in phases, beginning with the footers. Mr. Dillon stated the project was expected to be complete by spring 2026 and confirmed the budget would roll forward into the next fiscal year.

The motion carried unanimously 5-0.

Tab 8. State and Federal Governmental Relations Firm Selection

Mr. Drury made the following presentation:

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*

Mr. Drury said staff recommended Option 1, for the Council to authorize staff to negotiate a contract with the number one-ranked firm, Continental Strategy, and bring that contract back to Council for approval.

Mayor Price invited the firm representative to address the Council. Ashley Ellis Spicola, Managing Partner of Continental Strategy, introduced herself. She stated that she grew up in Lake County and was a graduate of Lake County Schools. She said the firm also represented the City of Eustis and understood the needs of the City of Tavares and its citizens, as well as the surrounding community. She expressed enthusiasm for the opportunity to represent Tavares.

MOTION

Lori Pfister moved to approve Option 1, seconded by Bob Grenier.

Council Member Singer asked for clarification regarding funding and whether reserves would be used. Mr. Drury stated the contract would not draw from reserves. He said staff would bring back the fiscal impact at the next meeting and confirmed the item was budgeted for the upcoming fiscal year.

The motion carried unanimously 5-0.

Mayor Price stated that the budget hearing could not begin until 5:05 p.m. as required by state law and moved the remaining items of the Regular Meeting up on the Agenda.

XII. NEW BUSINESS

XIII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

Debbie Weinert, 724 Lake Dora Drive, Tavares, reported that she had closed August 2025 with 1,225 children enrolled in the Dolly Parton Imagination Library literacy program, which serves children from birth to age five. Of that number, 467 children were from Tavares, with the remainder from Leesburg and Mount Dora. She explained that the program prepared children for kindergarten and positively impacted families, siblings, and teachers throughout the community. Ms. Weinert shared a new bilingual pamphlet and encouraged the Council to consider funding support for the program in the future.

Mayor Price thanked Ms. Weinert for her report.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, stated he had recently walked the Tavares Nature Preserve and reported one tree was down but not blocking a pathway. He suggested the City prepare a map of the park with trail markers to assist visitors and emergency responders. Mr. Jochim commented on the Far Reach Ranch proposal and expressed concern that high-density homes would direct traffic onto Shirley Shores Road. He recommended that municipalities reform the process for selecting vendors who conduct studies, such as traffic analyses, rather than allowing developers to choose the firms. He recommended that the City join the legal challenge against Senate Bill 180. Mr. Jochim also suggested that the City explore the use of artificial intelligence to reduce administrative costs and improve efficiency.

Gary Santoro, of Royal Harbor, commended staff for their performance, attributing their success to Mr. Drury's leadership, which he described as motivating and providing the direction needed for excellence. He expressed appreciation to the Council and to Mr. Drury for their service to the City.

XV. REPORTS

Tab 11. City Administrator Report

Mr. Drury stated the Council would recess and reconvene at 5:05 p.m. for the budget public hearing.

Mr. Dillon reported that Lake County had provided notice it would be installing delineators on Dead River Road between State Road 19 and Circle K, with work expected to begin soon.

Mayor Price asked about the status of the traffic signal at State Road 561 and State Road 19. Mr. Dillon responded that the underground infrastructure was already in place

and survey markers had been set to designate the location of utility poles. He said staff was hopeful the project would break ground in October.

Mr. Aldrich reported that the library Story Walk had been installed the previous week. He thanked Council Member Grenier for his support and stated the project was made possible through a \$10,000 gift to the Library. He said a soft welcoming ceremony was scheduled for Wednesday, September 10, following Story Time at 10:00 a.m., with the outdoor exhibit to begin at 10:30 a.m.

Mr. Aldrich further reported that registration for Babe Ruth baseball and softball had closed with record numbers, resulting in 14 teams and 169 participants. He stated that soccer registration had also closed with 13 teams and 125 participants. He congratulated the Recreation Department and Library staff for their accomplishments.

Tab 12. City Council Member Reports

Council Member Grenier announced that the 9/11 Patriot Day Remembrance Ceremony would be held on Thursday, September 11, at the Lake County Historic Courthouse and Museum. He stated the ceremony would begin at 9:00 a.m., starting outdoors and then moving inside. He noted the City's Division Chief would again serve as master of ceremonies. Council Member Grenier invited the public to attend and stated that the Tavares Fire Department was leading and participating in the event.

Council Member Singer reported that he had recently visited the library and was given a preview of the Story Walk installation, which he enjoyed. He commended Library Director Rebecca Campbell on her leadership.

Council Member Singer observed that several park benches at the library appeared to be in disrepair and had outlived their useful life. Mr. Dillon confirmed that staff were working with Mr. Aldrich and Ms. Campbell to plan for replacements in the upcoming fiscal year. Council Member Singer asked Mr. Aldrich to pass along his commendation to Ms. Campbell for her work and dedication.

Council Member Gamble stated that each Council Member had likely received an email from a citizen regarding a homeless individual in the area of Banning Beach Road. He said Mr. Drury had provided a response confirming that Chief Coursey and Captain Hall were able to place the individual in a residential program. He commended Chief Coursey and Captain Hall, stating it was clear the Police Department cared for the community, both in policing and through their year-round programs that provided donations and assistance to children and individuals in need.

Council Member Gamble further stated that the day marked the last day of service for Special Events and Operations Manager Cheri Moan, who had managed City events for many years. He described a farewell held by staff the previous day that included a "brick road" display with highlights of the many events Ms. Moan had orchestrated throughout

her career. He recognized her significant contributions to the City's events program and congratulated her on her new position with the City of Eustis.

Mayor Price reported he had attended the Florida League of Mayors and the Florida League of Cities annual conferences in Orlando. He stated that major topics of discussion included property taxes, artificial intelligence, legislative preemptions in Tallahassee, and Senate Bill 180. He said the City was paying close attention to these issues as they developed.

Mayor Price recessed the Regular Meeting at 4:54 p.m.

Mayor Price called the Public Hearing to order at 5:05 p.m.

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

Ms. Novack read Resolution 2025-15 in its entirety as follows:

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.**

Mr. Drury made the following presentation:

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.

Mr. Drury said staff recommended Option 1, for the Council to take public input and approve the Tentative Millage for Fiscal Year 2026 as reflected in Resolution 2025-15. And, address the \$108,970 appropriations during the next agenda item during the adoption of the budget.

Public Comment

Vance Jochim, 12619 Milwaukee Avenue, Lake County, addressed the Council. He stated that in the current economy there was significant uncertainty, including stock market volatility and layoffs, many tied to artificial intelligence. He noted there was a shift in expectations in the private sector, with corporations requiring departments to use AI to reduce costs before adding new staff. He encouraged the City to consider the role of AI in government operations.

Mr. Jochim said he did not support wage increases and urged the Council to review Senate Bill 180 and its potential impacts on future planning.

There being no further public comment, Mayor Price closed comments from the public.

Council Discussion

Council Member Singer said he did not support placing excess funds into contingencies or reserves and said the City worked hard to establish reserves at a healthy level. He suggested the \$108,970 in available funds could instead be applied to projects on the City's cut list, such as road paving. He expressed his preference to keep the millage rate as proposed and to continue the budget discussion.

Vice Mayor Pfister agreed with Council Member Singer in maintaining the current millage rate. She suggested the Council could revisit options between the tentative and final budget hearings to determine the best use of the available funds.

Council Member Singer inquired whether applying the \$108,000 to reduce the millage would be feasible. Ms. Houghton confirmed this would lower the millage rate to 6.6275, resulting in a 4.31% increase above the rollback rate.

Council Member Singer asked what this adjustment would mean for the average homeowner. Mr. Drury said the savings for a home valued at \$300,000 would be approximately \$1.20 per month, or about \$14 per year.

Mr. Drury further stated that applying the available funds toward road improvements would be positively received, as residents often requested additional paving projects.

Council Member Gamble recommended dividing the funds between roads and sidewalks. He emphasized the need for sidewalk repair and new sidewalks to ensure the safety of children walking to school, particularly in areas where the City did not mow the right-of-way.

Mr. Drury responded that the budget discussion would provide the appropriate time to determine how best to allocate these funds.

MOTION

Troy Singer moved to approve the Tentative Millage Rate at 6.6850 and Debt Service Millage Rate at .1467, and to adopt Resolution 2025-15. Bob Grenier seconded the motion. The motion carried unanimously 5-0, at 5:22 p.m.

Tab 10. Approve Resolution 2025-16 for Tentative Budget for FY 2026 – First Reading

Ms. Novack read Resolution 2025-16 in its entirety as follows:

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.

This resolution will take effect immediately upon its adoption.

Mr. Drury made the following presentation:

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:

- 11. A Similar Level of Service is achieved.*
- 12. General Fund millage rate decreases from 6.7756 mills to 6.6850 mills, which is 5.21% above the rollbacked rate.*
- 13. Debt Service millage rate decreases from .1601 to .1467.*
- 14. Estimated reserve balances that meet GFOA recommendations.*
- 15. Fire Assessment level funded with no rate increase.*
- 16. Employee raises of 5.0%.*
- 17. Six new Public Safety positions are proposed: three for Police, and three for Fire.*
- 18. 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).*
- 19. Street paving - \$400,000.*
- 20. 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.

Public Comment

Mayor Price opened the floor for public comment. There was none.

Council Discussion

Mayor Price asked Mr. Dillon if the City had developed a need assessment and cost estimate for sidewalks. Mr. Dillon stated that several areas were identified that lacked sidewalks. He said the available \$108,970 could fund the construction of at least two blocks of sidewalks. In response to questions about road resurfacing, Mr. Dillon said the funds would cover about one mile using the new micro-resurfacing technique. He added the City faced a 20-year backlog in road maintenance, and a 2015 road assessment recommended approximately \$750,000 annually to maintain the infrastructure.

Mayor Price commented that it appeared more beneficial to allocate the funds to road improvements rather than sidewalks and noted that developers were installing sidewalks in front of their developments. Mr. Dillon stated the City was requesting sidewalks and street lights from developers.

Council Member Gamble supported the consideration of sidewalks and noted that both needs were significant.

Council Member Singer reviewed several cut list items. He asked whether \$14,000 had been intended to provide microphones in the Council Chambers for the Department Director tables. Mr. Drury confirmed. Council Member Singer then asked about two cell phones budgeted for fleet employees. Budget Analyst Brett Jones explained the expense could be absorbed and would not begin until July when the new employees were scheduled to be hired.

Council Member Singer referred to the \$2,500 reduction in the fireworks budget. Mr. Jones stated the fireworks funding was level with the prior year. Council Member Singer said he wanted the City's fireworks display to remain strong and recommended restoring the \$2,500.

Council Member Singer also noted \$1,300 was listed for lighting at the U.S. 441 gateway sign. He suggested keeping the lights year-round. Mayor Price agreed that the lights improved the appearance of the gateway. Council Member Singer further suggested exploring seasonal Christmas lights at the gateway sign. Mr. Drury advised that a full Council discussion would be appropriate regarding color changes. Council Member Grenier recalled that the lights had originally been installed for Christmas and were attractive year-round. Mr. Drury said he would provide cost options for Christmas colors at the next meeting.

Mr. Drury stated the Council could adopt the budget as presented and decide final allocation of the \$108,970 at the next meeting, allowing Vice Mayor Pfister an opportunity to provide input. He added that the discussion would be reflected in the minutes for Council reference at the final hearing.

Council Member Singer suggested placing the \$108,970 into a holding account until the next meeting to allow the Council to consider various allocations, including roads, sidewalks, and other projects.

MOTION

Council Member Gamble moved to approve the Budget as presented, with final allocation of the \$108,970 to be decided at the next meeting [on September 17, 2025]. Council Member Singer seconded the motion. The motion carried unanimously, 5-0.

XVI. ADJOURNMENT

There was no further business, and Mayor Price adjourned the meeting at 5:34 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/17/2025**

AGENDA TAB NO.: 3

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	_____ Tavares	_____ Chairman, City Council of
_____ 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
9/17/2025**

AGENDA TAB NO.: 4

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 any development plans for the subject property. 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 a motion for approval failed (4-2). The majority of board members indicated that approval of the rezoning request should have a development plan for the subject property (see attached draft P&Z 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 Approval 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

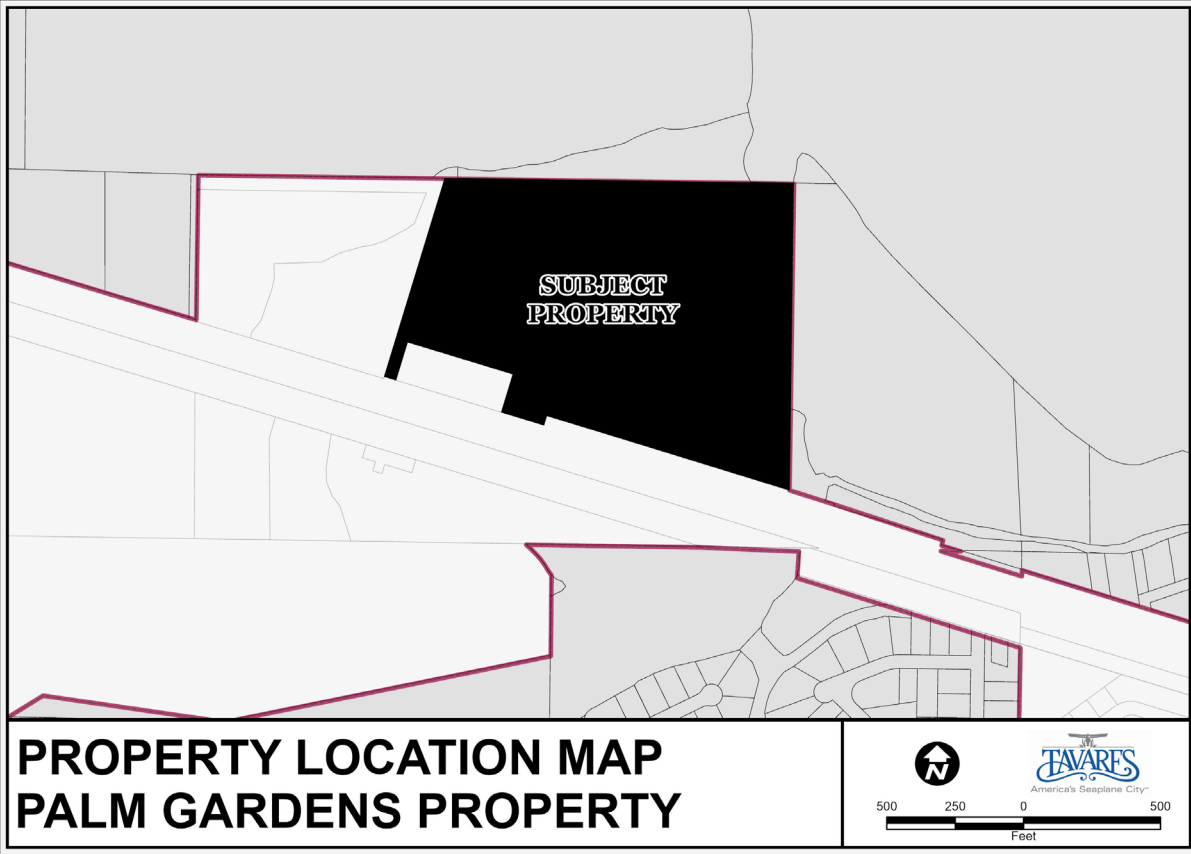
BEG AT INTERSECTION OF E LINE OF GOV LOT 3 WITH N LINE OF HWY R/W AS IN 1960, RUN N 74DEG W ALONG R/W 156.71 FT TO POB, N 74DEG W ALONG R/W 52FT, N 16DEG E 208.71 FT, S 74DEG E 52 FT, S 16DEG W TO POB--LESS THAT PART LYING IN NEW R/W LINE OF HWY 441-- ORB 5379 PG 1555 1559 1563 ORB 5421 PG 618

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:\pzd\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
9/17/2025**

AGENDA TAB NO.: 5

SUBJECT TITLE: Collective Bargaining Agreement Between Tavares Professional Firefighters Local 3245 and the City of Tavares (Fire)

OBJECTIVE:

To approve the Collective Bargaining Agreement with Tavares Firefighters

SUMMARY:

The City's Collective Bargaining Management Team (Mayor, City Administrator, Fire Chief, Finance Director & Human Resource Director) have bargained in good faith with the Firefighters Collective Bargaining Representatives on several occasions over the previous several months and have reached an agreement for Council's consideration which calls for the following salient items:

- 1) In order to raise the Firefighter's pay to market conditions, there exists a need to raise pay by 12%. In order to afford this, it was agreed that it would need to be spread over a period of time as follows: There would be a retroactive increase of 3.5% on July 1, 2025, a 5% increase on October 1, 2025, and a 3.5% increase on July 1, 2026.
- 2) In order to raise Medic Pay to market conditions, Medic pay would be increased from \$3.75 per hour to \$4.13 per hour effective October 1st, 2025.
- 3) In order to improve the safety and the resting period of firefighters, Tavares would implement "True Kelley Days" in January 2026, from one every 28 days to one every 21 days, which means going from 13 to 17 Kelly days per year (4 additional rest days) per firefighter.
- 4) In order to improve safety, a new "Ladder Truck" assignment incentive pay of \$750 per year upon a firefighter's completion of the 4 classes needed to obtain Ladder Truck Operational certification:
 - a. Vehicle Mechanical Rescue (VMR)
 - b. Rope Rescue Operations
 - c. Truck Company Operations
 - d. Aerial Operations

The City's Collective Bargaining Management Team recommends approval of the attached agreement, which reflects the above items, and the Firefighters have voted on and approved the agreement.

OPTIONS:

- 1) Approve the Agreement
- 2) Do not approve the Agreement

STAFF RECOMMENDATION:

Approve the agreement

FISCAL IMPACT:

1. Firefighter's pay to market conditions:

A) Current Fiscal Year July 1 adjustment of 3.5% (Three months) \$18,821. (Currently funded through a delay in hiring firefighters)

B) Next Fiscal Year October 1 adjustment of 5% (Twelve months) \$79,048. (Budgeted in FY 26 draft budget)

C) Next Fiscal Year July 1 adjustment of 3.5% (Three months) \$20,454. (needs to be added to FY26 draft budget)

Total \$118,323.

2. Medic Pay increase to market conditions of \$0.38 per hour (from \$3.75 to \$4.13). Assuming 12 paramedics: \$11,820. (Add to FY 26)

3. "True Kelley Days" in Jan. 2026 from 13 to 17 Kelly days per year. \$0 (Unless schedule results in overtime to cover a firefighter off)

4. "Ladder Truck" Certification and assignment incentive pay of \$750 per year. \$3,000. (Assumes 4 firefighters). Add to FY 26.

Total Fiscal Impact **\$133,143.**

LEGAL SUFFICIENCY:

Yes

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares Fire 2024-2027 Collective Bargaining Agreement - 10-01-2025

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/17/2025**

AGENDA TAB NO.: 6

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

OBJECTIVE:

To receive public input and consider the approval of Resolution 2025-15 to adopt the Final 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 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)
- 9/03/2025 – City Council Budget Public Hearing – (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.

OPTIONS:

Option 1: Take public input and approve the Final 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 Final 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 Final 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.

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.*

Miscellaneous 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
9/17/2025**

AGENDA TAB NO.: 7

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

OBJECTIVE:

To receive public input and consider the approval of Resolution 2025-16 to adopt the Final 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)
- 9/03/2025 – City Council Budget Public Hearing – (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.

At the previous Public Hearing, Council member Singer proposed that the surplus be allocated for items on the cut list, such as road paving or lighting at the U.S. 441 gateway sign. Council member Gamble suggested splitting the funds between roads and sidewalks. The Council agreed that the allocation of the surplus should be decided at the next Public Hearing. An opportunity is available to continue those discussions now.

OPTIONS:

Option 1: Take public input and approve the Final Budget for Fiscal Year 2026 as reflected in Resolution 2025-16 and appropriate the \$108,970 as the Council deems appropriate.

Option 2: Take public input and approve the Final 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 Final Budget for Fiscal Year 2026 as reflected in Resolution 2025-16 and appropriate the \$108,970 as the Council deems appropriate.

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
		<u>\$ 71,405,654</u>	<u>\$ 2,116,300</u>	<u>\$ (4,320,569)</u>	<u>\$ 69,201,385</u>

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)
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

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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

** 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
9/17/2025**

AGENDA TAB NO.: 8

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	October 1, 2025, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	September 18, 2025, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	October 8, 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	October 10, 2025, 12:00 noon, Tavares Civic Center
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 and 2026 City Event calendars are attached.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

N/A

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Tavares_EventCalendar_2025_9.2.2025
2. 2026_Tavares_EventCalendar_8.12.2025

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
9/17/2025**

AGENDA TAB NO.: 9

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.