



**AGENDA
TAVARES CITY COUNCIL
January 20, 2021
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 Mike Ellis, Umatilla Baptist Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 2 Approval of December 2, 2020 City Council Regular Meeting Minutes (City Clerk)

Tab 3 New Resident Welcome Letter (City Administrator)

Tab 4 Tavares Fourth of July Celebration Date (Community Services)

VIII. RESOLUTIONS

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

- Tab 5 Asset Management Program for Utilities (Utilities)**
- Tab 6 Overview of the New Council Meeting Streaming System Installed
in Council Chambers (Public Communications)**
- Tab 7 Tavares History Museum Update (Community Services)**
- Tab 8 Florida's Safe Haven Law, and the Treatment of Surrendered
Newborn Infants (Fire)**
- Tab 9 Establish FY 2022 Broad Budget Priorities (City Administrator)**

XI. NEW BUSINESS

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

XIV. REPORTS

- Tab 10 City Administrator Report**
- Tab 11 City Council Member Reports**

XV. ADJOURNMENT

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

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
1/20/2021**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Mike Ellis, Umatilla Baptist Church

OBJECTIVE:

Pastor Mike Ellis, Umatilla Baptist Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Mike Ellis, Umatilla Baptist 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
1/20/2021**

AGENDA TAB NO.: 2

SUBJECT TITLE: Approval of December 2, 2020 City Council Regular Meeting Minutes (City Clerk)

OBJECTIVE:

To consider approval of the December 2, 2020 City Council meeting minutes.

SUMMARY:

Attached are the December 2, 2020 City Council meeting minutes as submitted by the City Clerk.

OPTIONS:

1. Move to approve the City Council meeting minutes as submitted under the Consent Agenda.
2. Move to approve the City Council meeting minutes with corrections.

STAFF RECOMMENDATION:

For Council approval.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. 12-02-2020 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
DECEMBER 2, 2020 – 4:00 PM
TAVARES CIVIC CENTER
100 EAST CAROLINE STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Amanda Boggus, Mayor
Lou Buigas, Vice Mayor
Lori Pfister, Council Member
Walter Price, Council Member
Troy Singer, Council Member**

STAFF PRESENT

**John Drury, City Administrator
Bob Williams, City Attorney – Virtual Attendance
Susie Novack, City Clerk
Mike Fitzgerald, Community Development Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Stoney Lubins, Police Chief
James Dillon, Public Works Director
Phil Clark, Utilities Director
Mark O'Keefe, Public Communications Director**

I. CALL TO ORDER

Mayor Boggus called the meeting to order at 4:00 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Evan Ryder, Church of Nazarene

Pastor Evan Ryder, Church of Nazarene, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mr. Drury said staff had no changes to the Agenda.

MOTION

Lori Pfister moved to approve the Agenda, seconded by Lou Buigas. The motion carried unanimously 5-0.

IV. PROCLAMATIONS/PRESENTATIONS

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

Attorney Williams stated there were no quasi-judicial matters before council.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read Ordinance 2020-12 by title only at First Reading:

ORDINANCE 2020-12

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 21, SECTION 21-5 SIGNS EXEMPT FROM PERMITTING REQUIREMENTS, DELETING THE PERMIT EXEMPTION FOR TEMPORARY SIGNS; SECTION 21-16 TEMPORARY SIGNS, REQUIRING THAT TEMPORARY SIGNS BE PERMITTED FOR A MAXIMUM OF 90 DAYS IN A CALENDAR YEAR AND DELETING THE RESTRICTION ON VACANT PROPERTY AND LIMITING TWO (2) TEMPORARY SIGNS PER PARCEL OF PROPERTY; SECTION 21-17 MISCELLANEOUS SIGNS, DELETING THE PROVISIONS FOR FLAG CONTENT; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.

VII. CONSENT AGENDA

VIII. RESOLUTIONS

IX. ORDINANCES – PUBLIC HEARING

First Reading

Tab 2. Ordinance 2020-12 – Land Development Regulations Amendment – Chapter 21 Temporary Signs on Vacant Property and Miscellaneous Sign Content

No discussion at First Reading.

Second Reading

X. GENERAL GOVERNMENT

Tab 3. Horizon Teams and Board Representation

Mr. Drury made the following presentation:

The City Administrator has identified staff teams who work on projects that are off into the future/horizon - "Staff Horizon Teams". Staff conducts research on the subject matter and brings to the City Administrator that research after which the Administrator may bring to Council from time to time that research for Council's benefit and further discussion and/or action. The City Administrator invites one Council member to join the "Staff Horizon Team" and attend research meetings on occasion for those "Horizon Teams" a Council member has a particular interest in.

Discussion was held and the following Horizon Team and Board representatives were identified:

Teams and Representatives

Horizon Teams (Council Member Liaison/Lead Staffer)

Special Events (L. Pfister/B. Tweedie)
Woodlea Sports Complex (A. Boggus/S. Aldrich)
Economic Development (L. Pfister/B. Tweedie)
Sister City Program (L. Pfister/J. Drury)
Library Expansion (L. Pfister/J. Dillon)
Public Works Complex (A. Boggus/J. Dillon)
West Main Street Gateway (A. Boggus/M. Fitzgerald)
N/S City Gateways – St Clair and Sinclair (W. Price/J. Dillon)
Mount Dora Trail (L. Buigas/J. Dillon)
Seaplane Base/Marina Re-Build (T. Singer/B. Tweedie)
Emergency Preparedness/Public Safety Horizon Team (A. Boggus/R. Keith)
Wooton Wonderland Rebuild (T. Singer/J. Dillon)
Historical Society Building (L. Buigas/S. Aldrich)
S.R. 19/561 and 448 Corridors (W. Price/M. Fitzgerald)
Old 441 Corridor (T. Singer/M. Fitzgerald)
YMCA & City Programs (L. Pfister/S. Aldrich)

Board Representatives

B.E.T.T.E.R. Tavares Race Relations Group: (T. Singer, Alternate L. Buigas/J. Drury/S. Lubins)

Florida League of Cities Legislative Committees:

Environment & Energy Council (P. Clark)
Transportation & Intergovernmental (M. Fitzgerald)
Finance & Taxation (L. Houghton)

Lake Community Action Agency – To be advertised for Citizen Representative

Lake County Library Advisory Board (3rd Thursday at 5 p.m.): (Norma Emerson/Alternate A. Boggus)

Lake County League of Cities (2nd Friday at 11:30 a.m.): (T. Singer/Alternate L. Buigas)

Lake County League of Cities Solid Waste Advisory Committee: (L. Houghton)

Lake County Water Alliance Technical Committee: (P. Clark)

Metropolitan Planning Organization Governing Board Member: (L. Buigas/Alternate W. Price)

Metropolitan Planning Organization Technical Advisory Committee: (A. Fabre)

Metropolitan Planning Organization Citizens Advisory Committee: (T.J. Fish)

YMCA Golden Triangle Advisory Board: (P. Clark)

Tavares Chamber of Commerce: (T. Singer/B. Tweedie)

School Concurrency Committee Annual Meeting: (T. Singer)

School Concurrency Technical Advisory Committee: (M. Fitzgerald)

Tab 4. Cares Act Project Update

Mr. Drury noted projects funded by Cares Act enable city business to move forward during a pandemic include live streaming City Council meetings, the purchase of sanitation spray devices, and an agenda management upgrades for public access. The following updates were provided:

Live Streaming City Council Meetings

Mr. O'Keefe said progress is going well with a retrofit to the Council Chambers for wiring and equipment installation to livestream public meetings. He said work crews are working diligently to install a video and speaker system that will accommodate closed captioning. Staff anticipates meetings to resume public meetings in the Council Chambers in January 2021.

Sanitation Spray Devices

Chief Keith said the city purchased and delivered six Electrostatic Disinfectant Sprayers to the Police Department, Fire Department, Public Works/Fleet, Utilities, Parks and Recreation, and Economic Development. He provided a demonstration of the sprayer followed by a video presentation for the Council and audience.

Mr. Drury said the City wants to ensure shared spaces are a safe environment and employees are comfortable working during a COVID type of event in the present and future. He noted the sprayed disinfectant would decontaminate an area including within small cracks, keyboards, and telephones with a positive electronic charge.

Agenda Management Upgrades

Ms. Novack said the Agenda Management software has been implemented and integrates video streaming, agenda's and minutes on the City website. She noted public meetings including City Council, Planning and Zoning Board, and Code Enforcement Hearings will be able to utilize the software and video providing easy access to Citizens. Staff training on the new software was scheduled to begin in the next few days.

Mr. Drury said staff has provided three examples of Cares Act funding projects that will enable the City to better prepare for the future and keep government running during a pandemic.

Tab 5. See Click Fix

Mr. O'Keefe provided an update and overview of SeeClickFix, a web and mobile app for citizens to notify Staff of a variety of issues such as cracked sidewalks, leaking fire hydrants, or potholes. The process includes sending an image and description of an issue to the correct department for resolution. Residents will receive acknowledgement and updates throughout the process and image locations can be identified through geolocation technology.

Mr. O'Keefe provided a video presentation and said SeeClickFix will go live on December 16, 2020.

Mr. Drury said residents can take a picture that goes to the correct staff member for work management flow. Mr. O'Keefe thanked Mr. Dillon, Mr. Clark, and Chief Lubins for joining together with their teams to implement the program, and said Tavares is the first in Lake County to utilize SeeClickFix.

Tab 6. Lake County Days at the State Legislature

Mr. Drury said Council member Lori Pfister would like support from the Council to represent the City at the annual "Lake County Day" Legislative Advocacy event on March 17-18, 2021 that the Chamber Alliance of Lake County puts on annually in Tallahassee. The group meets in Tallahassee and advocates the Legislature on Local Governmental initiatives. The City Administrator attends most years and one or two Tavares Council members have attended in the past off and on. He said local attendees break into one to five committees to meet with various committee chairs in the Florida House and Florida Senate to advocate for local grants. Mr. Drury said he will be attending the event.

Council Member Pfister said she was asked by a state representative who is building a house in Tavares to attend Lake County Days.

Vice Mayor Buigas said she registered and paid to attend on behalf of Lake 100.

Council Member Singer said he registered and is attending on behalf of Lake County League of Cities. He said the City should have a representative attend with travel expenses paid.

Council Member Price said he had experience lobbying in Tallahassee and felt his relationships could be a benefit to the City. He offered to pay his own expenses.

Mayor Boggus noted she was unable to attend and asked if the City could send two representatives. Discussion was held and Council Member Pfister said the cost to attend was minimal and having two attend on behalf of the City would be great representation. Mayor Boggus noted her support and said City attendees should represent the City and not another organization. Mr. Drury noted the cost for two attendees is approximately \$600.

There was consensus from the Council for the City to pay for Council Member Pfister and Council Member Price to attend Lake County Days on behalf of the City.

Council Member Buigas noted there would be no quorum for the March 17, 2021 meeting due to Lake County Days. Mr. Drury said the meeting would be rescheduled and Staff would provide an updated calendar for the upcoming year.

XII. NEW BUSINESS

XIII. OLD BUSINESS

Council Member Pfister encouraged Council to utilize a digital agenda packet rather than a hard copy. Council Member Price noted his support if the packets are easily accessible. Mr. Drury said once Council Chamber upgrades were complete the agenda packets should be easier to upload and view.

XV. AUDIENCE TO BE HEARD

Don Kehr, 16388 Deer Island Road, Lake County, said he is representing the Shirley Shores group. He said there was a misunderstanding on his part during the November 18, 2020 City Council meeting regarding density in the Shirley Shores area. He said the plan suggested 52% of new housing would be located in 25 acre development and 2500 of those units were going into the Lakeside Multiuse project by Shirley Shores. He said he made assumptions that the units would be going into the Shirley Shores area and wanted the minutes to accurately reflect the dialog. He stated suggested verbiage to be included in the meeting minutes.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, suggested public performance monitoring and metrix be added as a Horizon Team. He said Council should review the Florida Benchmarking report and recommended outsourcing for cost savings. He commended the City on a new audio and video system and SeeClickFix for increased public engagement.

XVI. REPORTS

Tab 7. City Administrator Report

Mr. Drury said a list of upcoming meetings and events have been provided to the Council.

Mr. Clark commended Mr. O'Keefe on implementing SeeClickFix.

Mr. Aldrich said the Christmas Parade would be held Saturday, December 5, 2020 at 5:00 p.m. with festivities to follow in Wootton Park.

Tab 8. City Council Member Reports

Council Member Singer said the Christmas lights look great through the Downtown, and he looks forward to the parade.

Council Member Buigas thanked staff for arranging the Civic Center for the Council meetings. She provided the following positive quote:

"Alone we can do so little, together we can do so much." ~Helen Keller

XVII. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at 4:48 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
1/20/2021**

AGENDA TAB NO.: 3

SUBJECT TITLE: New Resident Welcome Letter (City Administrator)

OBJECTIVE:

To approve the 2021 welcoming letter for new residents.

SUMMARY:

Over the past years, the City has provided a welcoming letter to residents who open new utility accounts. Attached is the proposed 2021 Welcoming Letter and includes de minimis changes from the previous year removing a reference to train rides.

OPTIONS:

1. Approve the 2021 Welcome Letter as presented.
2. Approve the 2021 Welcome Letter with changes.

STAFF RECOMMENDATION:

Option 1, approve the 2021 Welcome Letter as presented.

FISCAL IMPACT:

None, except cost of printing, as letters are handed out at the Utility window when customers sign up for their new water accounts.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. New Resident Welcoming Letter

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



Dear New Resident,

Welcome To Tavares!
"America's Seaplane City®"

On behalf of the citizens of Tavares, we welcome you to your new home "America's Seaplane City"®!

Tavares was built on a historic foundation dating back to 1880. Railroads were a driving force in our history as well as seaplanes, which began flying over this city and landing in area lakes in 1914, just four years after the seaplane was invented. Tavares has woven these two defining modes of transportation into the fabric of daily life and added golf cart friendly roads, parks, biking trails, boat ramps and sidewalks throughout Tavares.

We encourage you to stop by the downtown and enjoy all we have to offer including the City's vibrant restaurants in the downtown Entertainment District. Don't forget to stop by the Tavares Prop Shop at the seaplane base and pick up your Seaplane City T-Shirt and receive a 50% discount when you present this Welcome letter along with your "New Connection Charge" water bill.

To learn all about your Tavares City Government, please visit Tavares.org, and stop by City Hall located at 201 E. Main Street on the first or third Wednesday of the month at 4:00 p.m. and meet the Mayor, City Council and City Administrator during one of our City Council meetings.

Again, welcome to your new home!

Sincerely,

Mayor Amanda Boggus _____

Vice Mayor Lou Buigas _____

Council Member Lori Pfister _____

Council Member Walter Price _____

Council Member Troy Singer _____

City Administrator John Drury _____

**AGENDA SUMMARY
TAVARES CITY COUNCIL
1/20/2021**

AGENDA TAB NO.: 4

SUBJECT TITLE: Tavares Fourth of July Celebration Date (Community Services)

OBJECTIVE:

Council approval to host the Tavares Fourth of July Celebration on Saturday, July 3, 2021

SUMMARY:

The City of Tavares typically holds our community Fourth of July Celebration on the actual holiday, July 4th of any given year. In the past, we have only adjusted our event when the July 4th date falls on a Sunday. On those occasions, the city has held the event on the day prior, July 3rd.

This year, July 4th falls on a Sunday. Staff is seeking permission from the council to adjust the date of our Fourth of July Celebration to Saturday, July 3, 2021.

OPTIONS:

1. Approve staff to host the Tavares Fourth of July Celebration on Saturday, July 3, 2021
2. Do not approve staff to host the Tavares Fourth of July Celebration on Saturday, July 3, 2021

STAFF RECOMMENDATION:

Staff recommends that council approve to host the Tavares Fourth of July Celebration on Saturday, July 3, 2021

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
1/20/2021**

AGENDA TAB NO.: 5

SUBJECT TITLE: Asset Management Program for Utilities (Utilities)

OBJECTIVE:

To obtain approval to purchase and implement Asset Management software for the Utilities Division. This software will assist with inventory measures and is also going to assist staff with developing an asset management plan as required by the Florida Department of Environmental Protection (FDEP) for future funding for utility projects.

SUMMARY:

The Florida Department of Environmental Protection (FDEP), State Revolving Loan Fund (SRF), requires utilities receiving SRF financial support to maintain an active fiscal sustainability and asset management (FSAM) program.

This program is incentivized by providing eligibility for interest rate reductions of 0.1 percent and loan forgiveness (future loans). After the successful implementation of a standard FSAM program for various small water utilities, the FDEP SRF Program is exploring best practices for asset management practices and related tools for midsize water utilities by providing funding to support a collaborative study with the City of Tavares Utilities Department. Woodard & Curran has been engaged by FDEP as their consultant for the study

Tavares, located in Central Florida with a population of approximately 18,000, was pleased to be provided the opportunity to participate in the study. Tavares engaged Woodard & Curran to identify and analyze Computerized Maintenance Management System (CMMS) and Enterprise Asset Management System (EAMS) software options suitable for midsize water utilities serving populations between 10,000 and 50,000. The Tavares Utilities Department is an ideal example of a midsize utility that is currently managing utility assets for utility operations that include Water Treatment, Water Distribution, Wastewater Treatment, Wastewater Collection, Waste Water Distribution, Reuse, and Stormwater.

The City's study analyzed the CMMS (Computerized Maintenance Management System)/EAMS (Enterprise Asset Management System) needs and priorities of the Utilities Department based on questionnaires completed by City staff, existing software considerations, Woodard & Curran's software implementation experience, and the City's input during the demonstration process. An evaluation of ten (10) software packages based on these requirements, a summary of the selection process as well as software and implementation costs were developed. In addition, the summary report includes recommendations and a proposed plan to implement a new CMMS/EAMS for the Utility Department's Water Distribution, Water Treatment, Wastewater Collection, Wastewater Treatment, and Stormwater assets.

OPTIONS:

1. Authorize the City Administrator to execute a contract with Cityworks
2. Do not authorize

STAFF RECOMMENDATION:

City Staff recommends purchase.

FISCAL IMPACT:

Total cost \$98,000 (breakdown below):

- \$18,000 Software
- \$30,000 Integration
- \$50,000 Implementation

\$24,000 recurring annual software license fee. Funded by Water and Wastewater Operating fund.

LEGAL SUFFICIENCY:

Legally sufficient.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. CMMS Agenda Summary

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
1/20/2021**

AGENDA TAB NO.: 6

SUBJECT TITLE: Overview of the New Council Meeting Streaming System Installed in Council Chambers (Public Communications)

OBJECTIVE:

For the Public Communications Director to provide a high-level overview of the newly installed Council meeting streaming system.

SUMMARY:

The Public Communications Director will provide an update and overview of the newly installed audiovisual equipment in City Council Chambers to facilitate streaming Council meetings. This project was fully funded by the CARES Act:

- Microphones
- Audience speakers
- Video streaming cameras for broadcast to the City Website with closed captioning service for the Deaf or the hard of hearing viewer which is fully compliant with the American Disabilities Act
- Additional monitors and speakers are now located in the lobby and outside City Hall to provide meeting overflow space or social distance opportunities for public viewing
- Future meeting videos will be archived on the city website so they can be watched at a later date for the convenience of those who Live, Work and Play in Tavares, America's Seaplane City.

OPTIONS:

- 1) Provide the Director an opportunity to provide the overview.
- 2) Do not receive the overview at this time.

STAFF RECOMMENDATION:

Provide the Director an opportunity to provide the overview.

FISCAL IMPACT:

Live streaming equipment and installation funded 100% by the CARES Act grant in the amount \$128,266.21

LEGAL SUFFICIENCY:

Legal Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
1/20/2021**

AGENDA TAB NO.: 7

SUBJECT TITLE: Tavares History Museum Update (Community Services)

OBJECTIVE:

To update the City Council on the Tavares History Museum.

SUMMARY:

With the anticipated opening of the Tavares History Museum this spring, staff will update the council on the progress to date.

OPTIONS:

1. To hear the update.
2. Not to hear the update.

STAFF RECOMMENDATION:

Staff recommends that council hears the update.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
1/20/2021**

AGENDA TAB NO.: 8

SUBJECT TITLE: Florida's Safe Haven Law, and the Treatment of Surrendered Newborn Infants (Fire)

OBJECTIVE:

The objective of this agenda item is to present information to City Council members and the public audience, and raise awareness, on the issue of "Safe Haven" laws as they exist currently, and the possibility of changes to this law in the future.

SUMMARY:

A member of City Council had inquired at a previous City Council meeting on the possibility of having a "Baby Box" installed and available in Tavares.

A "Baby Box" for this discussion, is a structural repository in which an unwanted baby is placed (surrendered), in lieu of a more tragic type of abandonment. The baby box must be protected structurally, air conditioned and heated for climate control, and attached to a constantly monitored alarm system.

Florida Law, Title XXIX, Chapter 383, Section 50, titled "Treatment of Surrendered Newborn Infant" is the controlling document. 383.50 creates a means for the surrender of a newborn infant to a specifically qualified and identified individual. This very detailed statute section allows for a firefighter in Florida, to receive the infant being voluntarily surrendered.

While Baby Boxes have been legalized in a few other states, they have not been legalized in Florida. There have been attempts to broaden the scope of Chapter 383.50 to allow Baby Boxes in the past. There is another attempt to once again broaden 383.50 to allow for Baby Boxes now.

The primary difference between the current language of the law is that the infant surrendered today, shall be surrendered from the arms of the parent directly into the arms of a firefighter, whereas the proposed changes to the law, should it be successfully enacted, would add the "Baby Box" as an alternative infant surrender method.

Staff will monitor this potential change to legislative language, keep City Council apprised, and respond accordingly.

In the meantime, Tavares Fire Department is prepared, and has been prepared, to receive any newborn infants surrendered to our staff in compliance with the current scope of 383.50. We keep a supply of infant care items available at our fire stations to assist with the care required when receiving a surrendered infant.

There is no evidence that an infant has ever been surrendered to Tavares Fire Department.

OPTIONS:

This item is information only. No action is required of City Council at this time.

STAFF RECOMMENDATION:

This item is information only.

FISCAL IMPACT:

This item is information only. There is no fiscal impact.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
1/20/2021**

AGENDA TAB NO.: 9

SUBJECT TITLE: Establish FY 2022 Broad Budget Priorities (City Administrator)

OBJECTIVE:

To establish the City Council's broad budget priorities for the City Administrator to use in developing the FY 2022 budget (October 1, 2021 through September 30, 2022)

SUMMARY:

It has been the practice of the Council to set the broad budget priorities for the City Administrator to use as guiding principles in developing a budget that is commensurate with the Council's overall budgetary goals.

By way of background, the City operates six (6) governmental operations as follows:

1. **General Government** (revenues derived by property taxes, other taxes, and fees)
2. **Utilities** - Water, Waste Water (Sewer), Reclaimed Water, Stormwater (Revenues derived by fees – no property taxes)
3. **Solid Waste (Garbage Collection)** (revenues derived from fees – no property taxes)
4. **Seaplane and Marina Enterprise** (revenues derived from fuel sales, prop shop sales, rental income from Seaplane operator and others, the General Fund (taxes) and CRA TIF Fund (Incremental property tax revenues within the CRA District).
5. **Pavilion on the Lake**. (revenues derived from rental income and General Fund taxes)
6. **Capital Projects**. (revenues are derived from grants, impact fees, special tax revenues like "Infrastructure Sales Tax" and property taxes).

(Note: in addition to the above are debt service costs associated with prior capital projects)

Attached to this summary are:

Exhibit A: Recent Historical Information regarding the City Budget
Exhibit B: Future Budgetary Information
Exhibit C: Current Projects and Initiatives underway

OPTIONS:

1. Council to provide its collective broad budget priorities to the City Administrator
2. Discuss and bring back to the next meeting for finalization.

STAFF RECOMMENDATION:

Council discusses and then establishes broad budget priorities for the City Administrator to incorporate into the FY 2022 budgets for all funds including a discussion on:

1. Maintaining or not maintaining a similar level of service
2. Adding or not adding new programs and services
3. Employee compensation and benefits
4. Capital Projects
5. Tax rates, fees, reserves, debt, and grants

FISCAL IMPACT:

None to establish budget priorities. The budget will be developed this spring and provided to Council this summer for deliberation and then adoption this fall.

LEGAL SUFFICIENCY:

Legally sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Exhibit A Economic Conditions 2021
2. Exhibit B FY 2022 Budget
3. Exhibit C Projects Underway in FY 2021

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

Exhibit A

Recent Historical Information Regarding the City Budget

The ebbs and flows of the economic conditions of the United States and Florida are well beyond the control of Tavares as was/is the Pandemic. These economic conditions along with the Pandemic have affected all cities in Lake County creating some challenges to overcome. Each city has taken a different approach to working in these economic realities. Tavares took a calculated growth risk approach of investing in itself by creating America's Seaplane City, developing a Seaplane base and virtual runway in Lake Dora, creating a marina with docking and fuel service and now rebuilding that hurricane destroyed investment with insurance proceeds. Tavares also created a downtown entertainment district, recreational Seaplane Themed Splash Park for children scheduled to be renovated, professionalized its Public Safety operation of Police and Fire service by constructing a new "state of the art" Public Safety Complex as a gateway feature, added many unique events to the downtown, punctuating its 4th of July (cancelled this past year due to Covid-19) and Christmas parades as Lake County's "go to" parades and events, developed The Pavilion on the Lake (Lake County's premier events venue – A Central Florida Destination) to host conferences and weddings, expanded its sewer, water and reclaimed systems throughout the city, secured \$18 million in Rail Road grants to upgrade the Rail Line spine that goes through Tavares and Lake County and established an Economic Development Department to recruit companies to Tavares and develop an "open for business" friendly environment for investors.

Economic Development cannot occur without strategically placed water and sewer infrastructure to service that economic investment. The city took an aggressive posture on the expansion of its wastewater and water plant to encourage private investment into the City of Tavares. That investment in itself along with its "Civic Entrepreneurial" approach to governance, resulted in attracting tens of millions of new private dollars invested into the City of Tavares as well as the creation of many new high-wage jobs. That private investment includes: Sea Rey Seaplane Manufacturing Company, Wipaire Seaplane Pontoon manufacturing company, Jones Brothers Seaplane Air Charter, Flight Training and Scenic Tour operations, Osprey Assisted Living and Alzheimer's Care Lodge, Tavares first Publix Shopping Center, the Big House Indoor Regional Sporting Facility, Tavares first Professional Workforce luxury apartment complex next to the hospital, and now a second waterfront luxury apartment complex programed on Alfred Street, the Hospital's new Heart Care Center, an expanded Hospital ER facility and modern assisted living facility, an influx of medical related companies to Tavares Medical Park (outpatient surgical centers, multiple medical clinics specializing in a range of medical specialties and a VA Clinic), An upscale day Spa, many new residential sub-divisions and retirement communities that not only drive and support short term construction trade work but long term maintenance, landscaping and home servicing jobs, many new restaurants and bars, three new down town hotels, the complete sell out of the professional park on SR 19 (just south of the Ace Hardware Store) and the 448 Lake Ridge Industrial/Commerce Park's continued expansion of new buildings and business. Most recently a brewery is scheduled to open up in downtown Tavares too.

Exhibit A

Recent Historical Information Regarding the City Budget

In summary, the economic conditions in Tavares are very good in terms of business expansion, Business retention, Business start-ups, jobs, prosperity and increased tax base to support the public services the community enjoys.

The fruits of the City Council's, staff's and citizen's labor have not come without challenges. While the City was investing in itself, it did it amongst the back drop of some very challenging national and state economic realities including a national pandemic. This, however led to very favorable pricing structures when securing the contractors to build the public infrastructure. The city also upgraded its Fire Safety program from Basic Life Support with no paramedics to Advanced Life support with paramedics who have saved so many lives with their paramedic skills. The Police Department was upgraded from working out of hallways and closets in the corner of City Hall to its own Police Station in the new Public Safety complex paving the path to become fully accredited for the first time in the city's history! All this new public infrastructure and improved professionalism attracted people and private investment. It also increased cost to the City to staff, manage and maintain. In addition to this increased cost to maintain this new public infrastructure and professionalism, the city also added many new services (Enhanced 911 service provided by the Sheriff's Office, a seaplane base and virtual runway, marina, pavilion, train station, many special events, reclaimed water, street beautification/irrigation and landscaping, street re-paving program, alleyway brick overlay program, Wootton Park improvements, the new Ecological Park, new boat ramps and restrooms and additional recreational ball fields and the list goes on). This has expanded the level of service offered to the community as well as the cost to the community.

This cost, when benchmarked against other communities of similar size in Florida, reveals that Tavares comes out on top in terms of efficiencies including number of employees per capita for various services offered like police and fire protection which make up a significant part of any city's General Fund budget.

The positive economic conditions that Tavares is beginning to enjoy today did not materialize without hard work by the City Council, all of its employees and a civic entrepreneurial approach to governing, taking calculated risks, being creative and overcoming fiscal challenges.

Exhibit B

Future Budgetary Formation

1. **Utilities: Water, Sewer, Reclaim and Storm Water:** The City has conducted a rate study that calls for reasonable growth and increases on the expense and revenue side of the budget. Rate increases are capped at Consumer Price Index (CPI) for water, sewer and reclaimed water.
2. **Garbage Collection:** Council previously addressed moderate growth on the expense side and revenue side of the budget. Rate increases are capped at Consumer Price Index (CPI).
3. **Seaplane base and Marina Enterprise:** Hurricane Irma destroyed the seaplane base and marina. Insurance proceeds are paying 98% of the cost to rebuild this. The project has commenced with completion estimated this summer. Once completed, the seaplane base and marina will be back in full operation.
4. **Pavilion On The Lake:** The facility is exceeding expectations with weddings and “events”. It has become one of Lake County’s signature venues. There are two primary goals: 1) Continue to have a positive effect on the local economy by filling up hotels, patronizing restaurants, and supporting wedding/conference support businesses (photography, florist, catering companies, hair/make up, wedding planners, limo service, new Paddleboat operations and seaplane business) And 2) Self-sufficiency operationally. The annual economic impact on the local community per year is in excess of \$2.5 million.
5. **Capital Improvement Projects:** The City Council previously developed and maintains a five-year Capital Improvement program. This plan will be updated based on what has occurred and what this Council desires for future capital items.
6. **Debt Service Costs:** A debt service schedule was provided in the current year’s budget and it will be updated for the next budget cycle. The Debt Service Management Report shows that Tavares is in good standing on all of its debt.

Exhibit B

Future Budgetary Formation

7. General Fund: At this early point in time, it is not possible to predict with precision the actual revenue or expenses that will occur for next Fiscal Year 2022 (Beginning October 1, 2021 through September 30, 2022) because the city does not know:

1. How many new properties have been added to the tax rolls nor how much property values will increase? (The Property Appraiser issues that report in May).
2. What the State shared revenues will be? (State sets that in June)
3. What the increased operational cost will be? (fuel, electricity, Healthcare, payroll etc. – Staff bases this on economic indicators)

However, “possible” scenarios for the purpose of starting the discussion on the Council’s broad budget priorities based on staff following trends and conducting research could result in the following possible budget scenarios:

Revenues:

1. Property Tax revenue collections increasing due to an increase in property values and new construction.
2. All other revenues increasing over current year due to positive economic conditions.

Expenses:

1. Personnel expenses increasing
2. Operational expense increasing
3. Employee Healthcare cost increasing

Tax Rate: Tavares has maintained a steady and incremental reduction in the property tax rate over the past several years as it balances the increased cost of delivering services and providing new services with setting a reasonable property tax rate to support these increased costs and new services.

FY 19 - 7.100 millage rate

FY20 - 6.9500 millage rate

FY 21 – 6.9000 millage rate

Currently a Homesteaded house in Tavares valued at \$150,000 paying the current property tax rate of 6.9 mills is paying \$57 per month or \$690 per year for Tavares General Government property tax.

**Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C**

1) PROJECTS:

Seaplane Base/Marina Reconstruction: Well under construction. Should be completed early summer.

History Museum: Tavares first City run and owned History Museum is well underway with historical artifacts being transferred from the Historical Society to the city for placement in the new History Museum located in the Train Station next to the Chamber of Commerce. The grand opening should take place this spring.

Tavares-Mount Dora (YMCA) Recreation Trail along Old 441: Alternatives Analysis study completed with a \$233,626 FDOT Grant. County is now doing a PD&E study after which grants will be applied for to acquire the R.R. ROW and Construct the trail.

Library Expansion: Library Expansion program underway. Expansion funded by Lake County Library Impact fees at \$1 million.

Public Works Facility: Under design after which bids will be received and then construction off Captain Haynes Road next to Water Administration Building.

Lake Francis utility line replacement and upgrades: This project is under construction and should be completed this spring.

State Road 19/561 and 448 Corridor Master Planning: This project is at a "Horizon Team" level from which their preliminary work was incorporated into the now completed Comprehensive Plan for the City.

Comprehensive Plan Update: The 20 year City Comp Plan has been completed and ratified by both the City P&Z board as well as the City Council.

Land Development Regulations Update: Staff is updating the LDR's based on the new Comprehensive Plan. This should take about four months to complete.

State Road 19 widening: State road 19 is undergoing the FDOT planning process to be widened from Woodlea Road to the Howey Bridge. The project concept plans are complete and the project is now undergoing design.

Howey Bridge: The \$22 million State Bridge between Tavares and Howey-In-The Hills is completed and was funded by the State of Florida.

Tavares Nature Park Fishing Pier: A CDBG and Fish and Wildlife grant being sought.

**Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C**

West Main Street Gateway: The City Planning Department has a Horizon Team to Master Plan this area.

West Main Street Improvements: This project is preliminary designed. Final design and construction subject to funding. Includes, paving, sidewalk improvements, parking, lighting, landscaping etc.

- No funding identified for this project. Remains on hold. Estimated cost is \$1.2 million

Chris Daniels Memorial/FDOT Triangle Fountain Gateway: FDOT Landscaping grant funding secured for landscaping improvements. Project engineering and design has been bid out. No responsive bids were received. This project will be re-bid. Funded by the State of Florida DOT \$260,575 and \$78,000 city.

Wooton Wonderland Replacement: Antiquated Children's playground to be replaced at an estimated cost of \$650,000. Project is under design after which it will be bid out and reconstruction can commence.

Cemetery Restrooms: Under design with construction to follow.

Avalon Water Temporary Booster Station: The temporary portable booster station has been installed for the new School. The permanent station is under design for funding and construction sometime in the future.

City Hall Hardening: Hazard Mitigation Grant Program funding by the Florida Dept. of Emergency Management for hardening protection of City Hall (roof, windows, doors, etc.) against 140mph hurricane wind speeds. Project is completed with punch list items being tended to.

City Hall Building Permit Office Renovations: This project utilizes restricted permit fee funds to rehabilitate the vacated Police Department area in City Hall into the Building Permit Department area. Project is under construction.

Peninsula Water and Sewer line: Preliminary design completed. Construction to follow after bids have been received.

Roadway Intersection Improvements: The following intersections are programmed to be improved over the next 2 year.

- Dead River Road and SR 19 \$650,000 (Lake County Funded)
- David Walker and New 441 \$1.4 million (Lake County)
- Alfred Street and SR 19 \$600,000 (Lake County)

Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C

- Main Street and SR 19 \$200,000 (Lake County)
- SR 500A and SR441 \$746,060 (FDOT – Under design)
- \$3.6 million - TOTAL ROADWAY IMPROVEMENTS UNDERWAY IN TAVARES!

Cares Act Projects: The Cares Act Tavares spend plan was approved by Lake County and State. All of the COVID-19 items and improvements are underway including the purchase of PPE's for Public Safety, Police, and Fire personnel, City Hall COVID-19 mitigation efforts including removal of old carpet and replacement with flooring as well as live streaming equipment and software to be able to hold meetings during a pandemic and provide public full transparency by being able to view and participate in City Council meetings remotely.

2) INITIATIVES:

Benchmarking: The City participates in the Florida Benchmarking Consortium which compares like Cities in Florida on various aspects of Government like Policing and Fire Protection. Although a very time-consuming program to administer and input data, it provides elected Officials, Management and the public with an independent credible source of information on aspects of service delivery including fiscal efficiency markers. The City continues to participate in this program and looks forward to adding bench marking modules which make comparative sense.

Police Department Accreditation: Now that the Police Department is in a proper facility, it can and has begun the two (2) year process of Florida Accreditation and thus will become a Florida State Accredited Police Agency.

Police Department Social Media Presence: The Police Department continues to expand and refine its social media presence. It recently was recognized for running a great program in Central Florida.

Police Department Community Out Reach: This program sends officers out into the community for Coffee and doughnuts at the many HOA monthly meetings and meet and greets with neighborhood leaders where HOA's do not exist as well as the business community.

Fire Department Paramedic Program: After transitioning from a Basic Life Support (BLS) to and Advance Life Support (ALS) Fire Department, the Department has and continues to grow its Paramedic Program. The new Public Safety Complex has made this initiative better to achieve.

Fire Department ISO rating: The Fire Department has successfully maintained

**Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C**

a low ISO rating for the city of 3 and continues to maintain that and work towards improving it which contributes greatly to lower insurance premiums for buildings.

Economic Development: The Economic Development program includes 13 specific areas of focus. This initiative nurtures each area with a focus on retention and expansion.

1. **AdventHealth Waterman:** Hospital Campus growth and development of the hospital campus.
2. **Medical Village Area:** known as Lakeview Center development of specialized medical offices.
3. **Downtown Professional Services:** in and around the County Government center.
4. **Downtown Entertainment & Business District:** growth of its variety dining, music and entertainment options.
5. **Commerce Park:** located at the “Lake Ridge Industrial Park”.
6. **Ecotourism & Sports Tourism:** by fully engaging the Marina facilities at Wooton Park, Hickory Point Park and Tavares Recreation Park extension of the Tav-Lee Trail connecting Wooton Park with South Sinclair Avenue.
7. **Seaplane Base:** development, maintenance and management of all waterfront facilities, the Prop Shop/Seaplane Base terminal building, fueling and FBO for all aircraft including based commercial seaplane operator.
8. **Special Events:** Gearing up to host 20 plus annual events at the Wooton Park waterfront as soon as the Pandemic makes it safe to do so.
9. **Arts, Culture & History:** By supporting the new Tavares History Museum and Lake County Museum of Arts both located in Downtown Tavares.
10. **Highway Commercial/Retail:** along the City’s “gateway” entrance roadways (SR19, SR441, Old 441, and CR561 & 448).
11. **Quick Service/Fast Casual Dining:** growing and developing additional options and concepts along the City’s commercial 441 and 19 corridors.
12. **Light Industrial Manufacturing Center:** located at the City’s Eastern gateway along the old 441 corridors.
13. **Pavilion On The Lake:** The Pavilion On The Lake continues to provide an economic boost to area businesses including Hotel stays, restaurants, Florists, photographers, seaplane business, paddlewheel boat business, wedding planners, hair/make up businesses, catering companies and transportation related companies as the Pavilion is now a destination wedding and event facility for central Florida.

CRA TIF funded Façade Grant Program: acting in its management capacity for the Downtown CRA TIF District administering the CRA TIF funded Façade Grant Program providing 50% matching grants for eligible exterior improvement to enhance the exterior of business and residential properties within the downtown business district.

**Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C**

Special Events Facilitating and managing at such time as the Pandemic no longer affects these events from safely being put on:

- Crappie USA Fishing Tournament
- Arbor Day Celebration
- African American Heritage Festival
- Seaplane events
- Florida Vintage Raceboat Regatta
- O’Keefe’s St. Patrick’s Day
- Sunnyland Antique & Classic Boat Show
- Kayakathon
- Hydro Drag Nationals
- Powerboat P1 USA Jetski Races
- Rocktoberfest
- Advent Health Waterman Pink Out 5K Run
- Lake Renaissance Faire
- Buster Tubbs We Stand
- Santa Shuffle 5K Run
- Buster Tubbs Country Christmas

Pavement Preservation: Public Works deployed a new pavement preservation program in order to protect the roadway base material and minimize pavement distresses (potholes, rutting, etc.). Most importantly, this program allows the City to stretch the tax payer dollars farther by providing a greater return on investment. For example, for every \$1.00 spent on pavement preservation it is estimated a savings of \$6.00 to \$10.00 or more in future reconstruction costs. By resurfacing at this time, the life of the pavement is extended.

Paving City Streets: As part of the city’s maintenance and pavement preservation program, 3.8 miles of roads which are being micro-resurfaced:

1. Baytree Boulevard
2. Baywater Road
3. Juniper Way
4. Magnolia Ridge Avenue
5. Hunterwood Lane
6. Park Glen Place
7. Windridge Place
8. Marsh Harbor Drive
9. Antigua Avenue
10. Abaco Drive
11. Treasure Cay Road
12. Siesta Key Avenue

Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C

ISBA Utility Master Plan: Master planning the ultimate buildout of water and sewer infrastructure within the Interlocal Service Boundary Agreement Area is underway.

Record Retention: Records retention laws continue to change and the Clerk has implemented a program to keep up with the laws and retains records so that they are accessible to the public. One area of accessibility includes ADA compliance and the Clerk has completed and will continue to maintain compliance with these ADA requirements.

Records Management: The City Clerk under her Records Management Liaison Officer role has launched an initiative to process document conversions from paper to digital format to improve upon records retention and retrieval processes now and into the future.

Agenda Management: The Clerk recently launched a state-of-the-art software system for City Council agenda processing including creation, review and distribution. This new initiative is being expanded to other boards that include but are not limited to the Planning & Zoning Board and Code Enforcement/Special Magistrate.

Emergency Management: In addition to the duties of Public Communications, the Communications Director is also the City's Emergency Management Director and, in this capacity, continues to participate in Lake County EOC preparedness events as well as Directing all of the City of Tavares EOC needs.

Public Communications: The Communications Department is utilizing all media touch points to provide an open, transparent and communicative government. This includes, the website, Social Media platforms, city newsletter and all media outlets. Recently the Department procured and is having installed a City Council streaming system and launched the SECLICKFIX project.

America In Bloom: This program has put Tavares on the map in terms of being recognized as participating city in this initiative. This program continues to grow each and every year.

**Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C**

Finance & Technology

Last-minute Text Messaging: This will allow the City Utility Billing to send customers a last-minute text message when their bill is delinquent. This will allow customers to get a reminder before penalties accrue and/or the account is shut off.

Text Messaging for Building Permit Inspection Scheduling: Implementation of building permit inspection scheduling through “Text Messaging” utilizing the Innovative Voice Response System as the relay, and requests and actions will integrate into the CentralSquare Building Permit System.

RecDesk Online Software: Online Recreation software to allow for on-line sign-ups and credit card payments for various recreation activities such as Spring Ball, Father-daughter dance, Fall Ball, etc.

IVR Accounts Receivable: Innovative Voice Response System implementation to allow Accounts Receivable payments for billing not billed through Utility Billing to be paid by over the phone through the IVR system, and on-line through Click2Gov.

FY2019 Annual Audit and CAFR: The Annual audit and Comprehensive Annual Financial Report (CAFR) will incorporate all the new Governmental Accounting standards in the State of Florida so as to be completely up to date.

SeeClickFic: This technology application allows any resident to photograph an issue with their smart phone and send it to the city to be addressed instantly.

Recreation

Senior programs

- Bingo, Donuts & Coffee – a year-round monthly program for seniors that features the fun game of bingo, coffee, donuts and music
- Senior Shakedown – a year-round monthly program for our senior population that has singing, dancing, games and food
- Bow-Tie Gala – a bi-annual dinner and dance for the senior population
- Young At Heart game day once per month at the library for Seniors

Youth programs

- Camp Ascend – a youth day camp for kids ages 5-10 with activities ranging from roller skating and bowling to day-trips to area attractions such as Wonderworks, Coco Key Water Park and Medieval Times

Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C

- Camp Walkabout – an adventure youth day camp for kids ages 11-14 with activities such as fishing, orienteering, obstacle courses and featuring adventures like sailing, boating, camping and hiking
- Tavares Babe Ruth League – youth Baseball & Softball played for 10-weeks during both the spring and fall
- Start Smart Baseball program – designed for kids ages 3-5 years old as an introduction to the sport of baseball, held during the spring and fall
- Wacky World of Sports Program – a 12-week youth program that introduces kids to 6 different sports and activities
- Ready, Set, Run Program – a youth training program that features a 12-week curriculum for kids to work up to and participate in a 5K race
- Rec Rover Tour Stops – a “pop-up” mobile recreation initiative that brings fun, games, music, and activities to informal settings such as local parks, playgrounds and schools
- Adult Whiffle Ball League – an initiative to bring the fun and competitive spirit of playing a child’s game into the downtown Tavares Square
- Skate Park Event – a musical night held at the Skate Park to encourage kids to learn skating

Events

- Fourth of July Celebration – an Independence Day celebration featuring musical and other entertainment, a community parade, games, activities, kids’ zone and fireworks
- BOO! Festival – a community trunk-or-treat for kids of all ages featuring carnival games, spooky tent, costume contest and tons of candy
- Christmas Celebration – a holiday celebration featuring musical and other entertainment, a community parade, games, activities, ice skating, fireworks and Santa
- Father-Daughter Dance – a dance for girls of all ages and their dads held annually at the Tavares Pavilion on the Lake
- Mother-Son Night Out Event – a fun event to help mothers and sons engage in games, activities and different projects

Arts & Culture

- African American Heritage Festival /Cultural night – community night with concert and dinner
- 4 art exhibits per year at City Hall
- 5 live music concerts at the Library
- Participation on the Lake County Arts & Cultural Alliance Committee
- Lake County Folk Festival

**Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C**

- Lake County Museum of Art establishment in Tavares

Library (Ongoing Recurring Programming):

- Monthly Library Concert Series
- Monthly Library Poetry Series with Lake County Poet Laureate
- Frayed Knot: Knitting and Crochet: Meets first and third Tuesday of every month
- Young @ Heart: Games for 55 plus: meets Second and third Tuesday of every month
- Page Turners Adult Book Club: Monthly book club centered on a specific book
- Share a Title Book Club: Meets once a month to discuss books in general
- Golden Years Conversation Hour: Monthly discussion group for older adults, topics range from brain health, scams, to Medicare
- Story Time: every Monday and Wednesday
- Reader of the Pack: Children practice reading with Therapy Dogs
- Roots and Branches Genealogy Group
- Adult Lady Teas, covering various themes; this year's tea honors the 100th anniversary of the 19th amendment
- 1000 Books Before Kindergarten, a National Early Literacy initiative
- Welcome Baby
- Book a Librarian
- Story Time for Children's Learning House
- Census 2020 Information Table

Special Programming or One Time Programming (currently offered and/or offered in the past)

- Author Talks
- Guest Speakers
- Movies
- Adult Crafting Classes Series
- Karaoke
- Murder Mystery Party
- Self-Publishing Workshop
- Books and Ballots: Library Card and Voter Registration program

Program commemorating cultural heritage months, such as:

- Black History Month
- Women's History Month

**Tavares Projects and Initiatives
Underway Current Fiscal Year 2021
Exhibit C**

Programming commemorating National Library and/or Literacy initiatives:

- Read Across America Day: Dr. Seuss Birthday Story Time
- International Gaming Week
- Banned Book Week

Holiday Themed programming:

- Santa Story Time
- Elf on the Shelf Story Time,
- Holiday Concert
- History of Fruitcake Program
- Winter Solstice Poetry Reading
- Blind Date with a Book
- History of St. Patrick's Day
- Halloween Children's Parade and Story Time
- Teen Valentine's Day Pizza Party and Craft

Library Outreach:

- Advent Health
- Osprey
- Brookdale
- Little Free Library
- Tavares Summer Camp
- Tavares Elementary School
- Girl Scouts meet twice a month at library

**AGENDA SUMMARY
TAVARES CITY COUNCIL
1/20/2021**

AGENDA TAB NO.: 10

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meetings	February 3 and February 17, 2021, 4:00 p.m., City Council Chambers
Planning & Zoning Board	February 18, 2021, 3:00 p.m., City Council Chambers
Code Enforcement Hearing	January 26, 2021, 5:00 p.m., City Council Chambers

UPCOMING EVENTS:

Kayakathon	March 13, 2021 - Details to be Announced
FL Vintage Race Boat Spring Regatta	March 27-28, 2021 - Details to be Announced

OUTSIDE AGENCY MEETINGS:

Lake County League of Cities	February 12, 2021, 12:00 noon, Mount Dora Golf Course
Lake Sumter MPO Executive Board Meeting	February 24, 2021, 2:00 p.m., 1300 Citizens Blvd., Clermont
Tavares Chamber of Commerce Business Luncheon	January 25, 2021, 11:30 a.m., Tavares Civic Center

* Library Board meetings have been cancelled until further notice due to Covid-19.

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
1/20/2021**

AGENDA TAB NO.: 11

SUBJECT TITLE: City Council Member Reports

OBJECTIVE:

To inform Council on city related matters.

SUMMARY:

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.