



AGENDA
TAVARES CITY COUNCIL
May 6, 2026
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 agendized 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 Marc E. Kappel, Faith Lutheran Church

III. APPROVAL OF AGENDA

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2 County Commissioner Kirby Smith to Recognize Council for 250-Year Celebration Participation

Tab 3 National Public Works Week Proclamation May 17-23, 2026 (Mayor)

Tab 4 GFOA Certificate of Excellence (Mayor)

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

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD

VII. CONSENT AGENDA

Tab 5 Approval of the April 15, 2026, City Council Meeting Minutes (City Clerk)

VIII. RESOLUTIONS

IX. ORDINANCES - PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

- Tab 6 Tavares Stormwater Final Vulnerability Assessment Presentation (Utilities)**
- Tab 7 Presentation of DRAFT Adaptation Plan, including Prioritization of Adaptation Needs (Utilities)**
- Tab 8 Presentation of Final Stormwater Adaptation Plan (Utilities)**
- Tab 9 City Council 2026/2027 Priorities for City Administrator to Accomplish**

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
5/6/2026**

AGENDA TAB NO.: 1

SUBJECT TITLE: Pastor Marc E. Kappel, Faith Lutheran Church

OBJECTIVE:

Pastor Marc E. Kappel, Faith Lutheran Church, will provide the invocation and lead those present in the Pledge of Allegiance.

SUMMARY:

Pastor Marc E. Kappel, Faith Lutheran 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
5/6/2026**

AGENDA TAB NO.: 2

SUBJECT TITLE: County Commissioner Kirby Smith to Recognize Council for 250-Year Celebration Participation

OBJECTIVE:

County Commissioner Kirby Smith to recognize the City Council for participating in the America 250 celebration.

SUMMARY:

County Commissioner Kirby Smith to recognize the City Council for participating in the America 250 celebration.

OPTIONS:

N/A

STAFF RECOMMENDATION:

Provide an opportunity for County Commissioner Kirby Smith to recognize the City Council for participating in the America 250 celebration.

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
5/6/2026**

AGENDA TAB NO.: 3

SUBJECT TITLE: National Public Works Week Proclamation May 17-23, 2026 (Mayor)

OBJECTIVE:

For the Mayor to read the proclamation declaring May 17–23, 2026, as National Public Works Week, with adoption by the City Council

SUMMARY:

The dedicated efforts of public works professionals, who are responsible for the efficient operation of public works systems and programs, including transportation infrastructure, public facilities, solid waste collection, fleet services, and parks, are vital to the public health, high quality of life, and well-being of the people of the City of Tavares. The proclamation recognizes the contributions public works professionals make every day to our health, safety, comfort, and quality of life in the City of Tavares.

OPTIONS:

1. For the Mayor to read the Proclamation declaring May 17–23, 2026, as National Public Works Week, with adoption by the Council.
2. Do not approve the Proclamation.

STAFF RECOMMENDATION:

Option 1, for the Mayor to read the Proclamation declaring May 17–23, 2026, as National Public Works Week, with adoption by Council.

FISCAL IMPACT:

None

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Proclamation - National Public Works Week

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



America's Seaplane City™

PROCLAMATION

National Public Works Week

May 17-23, 2026

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to communities; and

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals; and

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the City of Tavares to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs; and

WHEREAS, the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE, the Tavares City Council does hereby proclaim May 17 through 23, 2026, as

NATIONAL PUBLIC WORKS WEEK

And, call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing our public works and to recognize the contributions that public works officials make every day to our health, safety, comfort, and quality of life.

PASSED AND DULY ADOPTED by the Tavares City Council on this 6th Day of May 2026.

Lori A. Pfister, Mayor

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/6/2026**

AGENDA TAB NO.: 4

SUBJECT TITLE: GFOA Certificate of Excellence (Mayor)

OBJECTIVE:

Present Award for Certificate of Achievement for Excellence in Finance Reporting.

SUMMARY:

The Certificate of Achievement for Excellence in Financial Reporting has been awarded to the City of Tavares by the Government Finance Officers' Association of the United States and Canada (GFOA) for its Annual Comprehensive Financial Report (ACFR) for the fiscal year ended September 30, 2024. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting.

OPTIONS:

N/A

STAFF RECOMMENDATION:

The Mayor presents the award to the Finance Department

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally Sufficient

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. GFOA Notification Letter - Award for Certificate of Achievement in Excellence in Financial Reporting - Press Release

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/6/2026**

AGENDA TAB NO.: 5

SUBJECT TITLE: Approval of the April 15, 2026, City Council Meeting Minutes (City Clerk)

OBJECTIVE:

For the Council to consider approval of the April 15, 2026, City Council meeting minutes.

SUMMARY:

Attached are the April 15, 2026, City Council meeting minutes as submitted by the City Clerk.

OPTIONS:

1. Move to approve the meeting minutes under the Consent Agenda.
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. 04-15-2026 CC Minutes

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



**TAVARES CITY COUNCIL
MEETING MINUTES
APRIL 15, 2026 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Lori Pfister, Mayor
Bob Grenier, Vice Mayor - *Absent*
Sandy Gamble, Council Member
Doug Keown, Council Member
Walter Price, 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
Sarah Coursey, Police Chief
James Dillon, Public Works Director
Mark O'Keefe, Support Services Director
Brian Dykes, Utilities Director
Rebecca Campbell, Library Director**

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Thomas Jamieson, First Baptist Church of Mount Dora

Pastor Thomas Jamieson, First Baptist Church of Mount Dora, provided the invocation and led those present in the Pledge of Allegiance.

Mayor Pfister noted that Vice Mayor Grenier was out of town and Mayor’s Youth Council member Mary Louise Gabrielle Sarno was attending the meeting in his stead.

III. APPROVAL OF AGENDA

Mayor Pfister asked if there were any changes to the Agenda. Mr. Drury said staff would like to add Tab 7A, Graduate Tavares High School Student from the Mayor’s Youth Council.

MOTION

Doug Keown moved to approve the Agenda with the addition [of Tab 7A], seconded by Sandy Gamble. The motion carried unanimously 4-0.

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – Water Conservation Month

Mayor Pfister read a Proclamation declaring April 2026 as Water Conservation Month in the City of Tavares.

MOTION

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

Tab 3. GFOA Distinguished Budget Award

Mayor Pfister made the following presentation:

The “Distinguished Budget Presentation Award” has been awarded to the City of Tavares by the Government Finance Officers Association of the United States for the Fiscal Year 2026 Adopted Budget.

The award reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. To receive the budget award, the budget document had to satisfy nationally recognized guidelines for an effective budget presentation. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by the city.

Mayor Pfister added that the GFOA Distinguished Budget Award attainment was a significant achievement for the City and commended Ms. Houghton and her team, noting that other municipalities continued to work toward the same recognition.

Ms. Houghton said that the City of Tavares Finance Department was honored to receive the award. She stated that the achievement would not have been possible without the dedicated support of the team, including Budget Manager Brett Jones, Mr. Drury, the City Council, and the City Attorney, who ensured compliance with state and federal law. She stated that the accomplishment reflected a collective effort, with all parties working together in a unified direction, and thanked the Council for its continued support.

Mayor Pfister thanked Ms. Houghton and her team, noting that their efforts made the governing body's work easier each year.

Council Member Gamble stated that, throughout his years on the Council, the Finance Department had consistently demonstrated outstanding performance. He stated that the staff and administration had done an exceptional job and noted that the City had come to look forward to receiving the award annually.

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 ordinance at second reading by title only:

ORDINANCE 2026-03

AN ORDINANCE PROPOSING AN AMENDMENT TO THE CHARTER OF THE CITY OF TAVARES, FLORIDA; AMENDING SECTION 3.03 OF THE CHARTER PERTAINING TO TERMS OF OFFICE OF CITY COUNCILMEMBERS; AMENDING SECTION 10.04 OF THE CHARTER PERTAINING TO MUNICIPAL ELECTIONS; PROVIDING FOR FOUR (4) YEAR TERMS OF OFFICE FOR CITY COUNCILMEMBERS; PROVIDING THAT MUNICIPAL ELECTIONS SHALL BE HELD EVERY TWO (2) YEARS IN EVEN-NUMBERED YEARS CONSISTENT WITH STATEWIDE GENERAL ELECTION CYCLES; PROVIDING TRANSITIONAL PROVISIONS ESTABLISHING STAGGERED TERMS; PROVIDING FOR A REFERENDUM; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

VII. CONSENT AGENDA

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

MOTION

Walter Price moved to approve the Consent Agenda [Tab 3. Approval of the April 1, 2026, City Council Meeting Minutes], seconded by Doug Keown. The motion carried unanimously 4-0.

Tab 4. Approval of the April 1, 2026, City Council Meeting Minutes

Approved on the Consent Agenda

VIII. RESOLUTIONS

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

Tab 5. Ordinance 2026-03 – Charter Amendment Referendum for Four-Year Terms for City Council Members

Mr. Drury made the following presentation:

The proposed ordinance amends Sections 3.03 and 10.04 of the City Charter to provide for four-year terms for City Council members and to align municipal elections with statewide general elections held in even-numbered years, which will significantly reduce election costs. Currently, City Council Members serve two-year terms.

The ordinance includes transitional provisions to establish staggered terms. Council Seats One (1), Three (3), and Five (5) elected in November 2026 would serve four-year terms, while Seats Two (2) and Four (4), elected in November 2025, would serve three-year transitional terms. Beginning in November 2028, all Council members would serve four-year terms, with elections continuing every two years.

Pursuant to Section 166.031, Florida Statutes, the proposed Charter amendment must be approved by the electors of the City through a referendum. The ordinance provides the ballot title and question for placement on the next available municipal election ballot.

Staff recommends Option 1, for the Council to approve Ordinance 2026-03.

Mayor Pfister asked for comments from the Council.

Council Member Keown said that although there would be an initial cost to place the referendum on the ballot, the City would realize a significant return over time. He noted that the projected cost of approximately \$14,000 would ultimately result in savings over a four-year period, which he described as a strong return on investment.

Council Member Gamble said that he believed the ordinance was a positive step. He added that, if approved, it would not influence his personal decision regarding future candidacy. He noted that the City had historically incurred expenses every two years for odd-year elections, whereas aligning elections with even-year cycles would significantly reduce costs. He shared that individuals he had spoken with supported the change and believed it made practical sense. He further remarked that aligning elections with even years would increase voter turnout and reduce unnecessary expenditures of taxpayer funds.

Council Member Price concurred, noting that eliminating off-year elections could result in significant savings. He said that, in some instances, off-year elections included only a single Council seat on the ballot, which resulted in low voter participation. He added that aligning elections with even-year cycles would increase voter turnout and ensure that Council Members were elected by a broader segment of the community.

MOTION

Doug Keown moved to approve Ordinance 2026-03 as written, seconded by Walter Price.

Mayor Pfister shared that she had some reservations regarding the proposed change. She indicated that while she supported the potential cost savings and increased voter turnout, she valued the opportunity for more frequent elections, which would allow voters to hold elected officials accountable. She also pointed out that low voter turnout in off-year elections, sometimes as few as 600 to 700 votes, was concerning and highlighted the need for greater voter engagement. Mayor Pfister added that she remained somewhat conflicted on the issue, emphasizing that the matter would ultimately be decided by the residents and that she would support the outcome of their vote.

The motion carried unanimously 4-0.

Council Member Gamble recalled that, when he first ran for City Council, elections were held in the spring and voter turnout was approximately 300 votes, which he noted was low for a city of Tavares' size.

X. GENERAL GOVERNMENT

Tab 6. Tavares Library Update and National Library Week Recognition

Ms. Campbell, Library Director, presented a PowerPoint presentation with the following update:

National Library Week is an event sponsored by the American Library Association (ALA) and observed in libraries across the country each April. It is a time to celebrate our nation's libraries, library workers' contributions, and promote the support and use of all types of libraries - school, public, and academic.

*This year, National Library Week is being celebrated from April 19 - 25, 2026. This year's theme for National Library Week is **Find Your Joy**. The library will provide a summary of how joy shows up every day at the Tavares Public Library.*

Ms. Campbell shared that this year's National Library Week theme was "Find Your Joy" and highlighted how the Tavares Public Library brought it to life each day. She described the library as a community hub where literacy, culture, and community services came together, noting activities such as children attending story time, students discovering new books, residents receiving free tax preparation services, and community members attending library programs and events.

Ms. Campbell reported that the library experienced a successful tax season in partnership with the AARP Foundation Tax-Aide program, with participation reaching record levels. She stated that discussions were underway to expand the program from two to three days per week in the upcoming year. She further reported that, during the current fiscal year, the library had hosted 293 programs with a total attendance of 5,538 participants across all age groups. She noted that physical visits to the library had increased by 8 percent compared with the same period in the previous year, and that circulation of materials, including books and DVDs, remained strong.

Ms. Campbell stated that these accomplishments were made possible through the dedication of the library staff, who worked to create a welcoming environment for residents. She thanked the City Council for its continued support of library services and presented Council Members with small tokens of appreciation. She also noted that letters of appreciation from local students had been included in the agenda packets.

Ms. Campbell introduced the library staff present at the meeting, including Operations Specialist Taylor Emery, Youth Services Specialist Valeri Madden, and Library Technician April Mazak, who each briefly described their roles.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, addressed the Council and commended the library staff for their work. He shared that the library provided significant value to the community, noting he no longer needed to pay for online streaming services because of the availability of materials through the library system. He suggested that the City consider promoting the library more actively as a key feature of the community and expressed his appreciation for the services provided.

Mayor Pfister thanked Ms. Campbell and the library staff, noting that she consistently heard positive feedback regarding the library and its services.

Tab 7. FY 2027 Proposed Budget Calendar

Ms. Houghton made the following presentation:

The FY 2027 Proposed Budget Calendar is attached. The first City Council budget workshop is on Wednesday, July 15, 2026. The Maximum Tentative Millage Rate will be set at the same meeting.

Staff recommends Option 1 for the Council to approve the proposed Fiscal Year 2027 budget calendar as provided.

Salient points, of budget July 15, 2026, tentative millage same date.

2 workshops in August 5 and 19, 5 interprise, 19 capital improvement plan. Discussion proposed millage rate.

September 2 and 16 to adopt millage and budget. Can decrease and not increase. Do not conflict with lake county government or school board dates and meet requirement of trim.

Council Member Gamble noted that the schedule reflected delivery of the proposed budget between July 7 and July 11, while individual budget meetings with Council Members were scheduled between July 6 and July 14. He expressed concern that meetings could occur prior to receipt of the full budget and requested that the materials be provided in advance to allow adequate review. Ms. Houghton stated that staff would accommodate the request and provide the budget earlier.

Council Member Keown thanked Ms. Houghton and staff for their work in preparing the budget, noting that the thorough process and preparation contributed to the City's continued recognition through the Government Finance Officers Association Distinguished Budget Award.

Council Member Price requested that the cut list be provided in a larger format, such as 11 by 17, with increased font size to improve readability. Ms. Houghton said that staff would review options to accommodate that request, noting that the electronic version would also allow for zooming and easier viewing.

Mayor Pfister invited the Mayor's Youth Council member, Ms. Mary Louise Gabrielle Sarno, to attend the upcoming budget meetings, noting her interest in finance.

MOTION

Sandy Gamble moved to approve the Budget Calendar with recommended changes, seconded by Doug Keown. The motion carried unanimously 4-0.

Tab 7A. Graduate Tavares High School Student from the Mayor's Youth Council.

Mr. Drury stated that he was pleased to present a graduate of the Mayor's Youth Council Program and reviewed the program requirements completed by Ms. Mary Louise Gabrielle Sarno. He stated that she had been paired with Council Members during the program, attended four City Council meetings, and maintained a well-organized binder of agendas and supporting materials. He noted that she also participated in a Council meeting in a shadowing capacity, attended City events including the Women's Day Celebration and the America 250 Heritage Festival, and completed departmental shadowing with both the Library and Finance Department. He further stated that she read the City Charter and prepared a handwritten report, which he commended as well done, and attempted to conduct a Youth Council Mock Meeting as required, although a quorum was not achieved.

Mr. Drury recommended that Ms. Sarno be recognized as a graduate of the Mayor's Youth Council Program and be awarded a \$1,000 scholarship.

Mayor Pfister stated that Ms. Sarno had exceeded expectations and asked the Council to consider increasing the scholarship amount, noting that funds had been budgeted for multiple participants and that Ms. Sarno had been the only student to complete all program requirements.

Mayor Pfister asked for Council discussion. She stated that Ms. Sarno had accomplished and exceeded all expectations and was deserving of additional recognition. Council Member Keown agreed and stated that Ms. Sarno had demonstrated initiative and commitment beyond her peers, suggesting an increased scholarship amount of \$2,500

MOTION

Doug Keown moved to approve a scholarship award of \$2,500 to Mary Louise Gabrielle Sarno, seconded by Walter Price.

Council Member Gamble inquired about the status of another participant who was present prior to the meeting. Mr. Drury confirmed that the student had not met the program requirements.

Mayor Pfister sought input from the audience, and Vance Jochim indicated his support.

The motion carried unanimously 4-0.

Ms. Sarno expressed her appreciation for the opportunity, stating that the program had pushed her outside her comfort zone, and thanked those who had supported her.

Mr. Drury stated that he was very proud of her accomplishments.

XI. NEW BUSINESS

Mayor Pfister asked if there was any new business and commented on the recently installed gateway sign in the downtown area. She said that she had observed the installation and described it as an exciting addition to the City, noting that portions of the sign were expected to be illuminated that evening, with additional lighting to follow.

Council Member Keown said that the gateway sign was a beautiful addition and noted that crews were continuing work to complete the lighting.

Council Member Gamble stated that he had observed the installation process and had previously visited the fabrication site in Orange City with staff. He said that seeing the project come to fruition was rewarding and that the gateway sign would serve as a valuable asset to the City. He added that future gateway improvements along other corridors would further enhance the City's appearance.

Council Member Price said that he was excited to see the gateway sign installed, noting that it had been a budget priority during his time on the Council. He enjoyed observing the installation and noted his support for completing similar gateway features throughout the City.

XII. OLD BUSINESS

XIII. AUDIENCE TO BE HEARD

Don Kehr, 16833 Deer Island Road, Lake County, addressed the Council regarding voting transparency. He said it was often difficult for viewers to determine how individual Council Members voted when watching recorded meetings and suggested that votes be clearly shown and reflected in the minutes. He noted that clearer documentation would help avoid public misunderstanding of Council actions.

Mr. Kehr also commented on the Mayor's Youth Council Program, stating that he appreciated the opportunity it provided for students to participate and develop through the program. Mayor Pfister said the program was open to all students and noted both the strong interest and the importance of continued participation.

Vance Jochim, 12619 Milwaukee Avenue, Lake County, addressed the Council regarding the Tavares Nature Park. He said the park was a valuable resource and recommended improvements including a clearly marked trail map, additional benches, and increased promotion to encourage greater use.

XIV. REPORTS

Tab 8. City Administrator Report

Mr. Drury stated that a ribbon-cutting ceremony for the new gateway sign would be scheduled once the plaque was received and installation was complete. He said the event was anticipated within a couple of weeks and that staff would coordinate with the Council's schedules.

Mr. Tweedie invited the Mayor and Council to attend a community ribbon-cutting and open house at the Tavares Medical Plaza located on the AdventHealth Waterman campus. He stated that the event would celebrate the opening of a new outpatient facility and would take place the following evening.

Ms. Novack, Mr. O'Keefe, Mr. Dykes, Ms. Houghton, and Ms. Holt each offered congratulations to Ms. Mary Louise Gabrielle Sarno on her accomplishments.

Mr. Dykes noted the upcoming annual Water Day event would be held at Wooton Park on the 25th.

Ms. Houghton thanked the Mayor and Council and noted that Ms. Sarno was the first Mayor's Youth Council participant to select Finance as a department to shadow, expressing appreciation for her interest in the field.

Tab 9. City Council Member Reports

Council Member Gamble congratulated Ms. Mary Louise Gabrielle Sarno on completing the Mayor's Youth Council program. He noted that the canals behind Lake Francis had been cleaned out and said the improvements looked great, adding that he looked forward to additional projects that would help alleviate flooding concerns. He said the new gateway sign was a welcome addition and that he anticipated seeing it fully illuminated. He added that he continued to hear positive feedback from individuals in other communities and attributed the City's success to its staff.

Council Member Keown announced that he would be holding office hours the following week at City Hall and encouraged residents to attend. He said the recent Citizens Police Academy session, including a tour of the jail, had been informative and well-received. He congratulated Ms. Sarno and commended the staff, noting that residents had recently shared positive feedback regarding the library.

Council Member Price thanked Ms. Houghton and the budget team for their work on the City's budget, noting its size and complexity. He said the new gateway sign had already generated interest from officials in other cities and that the project reflected the City's leadership. He noted that community feedback had been largely positive and congratulated Ms. Sarno on her achievement. He also mentioned the canal cleaning efforts and said he appreciated the update provided by staff.

Mayor Pfister stated that the City's department directors, staff, and Mr. Drury made it easy to represent the community, noting that residents frequently expressed positive feedback. She said that employees' dedication contributed to the City's success and

reflected a commitment to going above and beyond. She added that she was proud of Ms. Sarno's accomplishments and appreciated the effort she demonstrated through the Mayor's Youth Council Program.

XV. ADJOURNMENT

There was no further business, and Mayor Pfister adjourned the meeting at 4:58 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/6/2026**

AGENDA TAB NO.: 6

SUBJECT TITLE: Tavares Stormwater Final Vulnerability Assessment Presentation (Utilities)

OBJECTIVE:

Receive presentation of the Final Vulnerability Assessment

SUMMARY:

Woodard & Curran has completed the Vulnerability Assessment for the City of Tavares in compliance with grant requirements and the Resilient Florida program. The presentation will summarize how the assessment was prepared and identify those assets identified to be at risk.

OPTIONS:

Option 1: ACCEPT Final Vulnerability Assessment Report and support incorporation into LMS Plan and submittal to FDEP

Option 2: Do Not Accept Final Vulnerability Assessment Report and support incorporation into LMS Plan and submittal to FDEP

STAFF RECOMMENDATION:

Option 1: Recommend acceptance of Final Vulnerability Assessment Report and support incorporation into LMS Plan and submittal to FDEP

FISCAL IMPACT:

No fiscal impact - Assist City in securing grants to upgrade infrastructure.

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
5/6/2026**

AGENDA TAB NO.: 7

SUBJECT TITLE: Presentation of DRAFT Adaptation Plan, including Prioritization of Adaptation Needs (Utilities)

OBJECTIVE:

Receive presentation of the Draft Adaptation Plan including prioritization of adaptation needs and receive public comment.

SUMMARY:

Woodard & Curran has utilized the findings of the Vulnerability Assessment to inform Adaptation Needs and propose prioritization. This presentation will provide the identified adaptation needs and prioritization.

OPTIONS:

Option 1: Proceed with Final Adaptation Plan as presented in Draft Adaptation Plan and Incorporate changes stated into Final Adaptation Plan

Option 2 DO NOT Proceed with Final Adaptation Plan as presented in Draft Adaptation Plan and Incorporate changes stated into Final Adaptation Plan

STAFF RECOMMENDATION:

Option 1: Proceed with Final Adaptation Plan as presented in Draft Adaptation Plan and Incorporate changes stated into Final Adaptation Plan

FISCAL IMPACT:

no fiscal impact - Assist City in securing grants to upgrade infrastructure.

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
5/6/2026**

AGENDA TAB NO.: 8

SUBJECT TITLE: Presentation of Final Stormwater Adaptation Plan (Utilities)

OBJECTIVE:

Receive presentation of the Final Adaptation Plan including final prioritization of adaptation needs.

SUMMARY:

Woodard & Curran has received and incorporated public comments, if any, into the Final Adaptation Plan and presents such for acceptance.

OPTIONS:

Option 1: Accept Final Adaptation Plan

Option 2: DO NOT Accept Final Adaptation Plan

STAFF RECOMMENDATION:

Option 1: Accept Final Adaptation Plan

FISCAL IMPACT:

no fiscal impact - Assists in securing grants to upgrade infrastructure.

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
5/6/2026**

AGENDA TAB NO.: 9

SUBJECT TITLE: City Council 2026/2027 Priorities for City Administrator to Accomplish

OBJECTIVE:

To identify Council priorities for City Administrator to accomplish.

SUMMARY:

Previously, the City Council established its annual priorities for the City Administrator to accomplish for 2025/2026. Attached are those priorities and their status. An opportunity is provided for Council to weigh in on the 2026/2027 new priorities and goals Council members have formed for the City Administrator to accomplish (see attached).

OPTIONS:

1. Discuss and approve Council new Goals as submitted.
2. Discuss and change Council new goals that have been submitted.

STAFF RECOMMENDATION:

Discuss and set the new goals for the City Administrator to accomplish.

FISCAL IMPACT:

Approved goals will be worked into the upcoming annual budget that Council will deliberate and approve this September for FY2027.

LEGAL SUFFICIENCY:

Yes.

ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:

1. Council Goals 2026-2027
2. City Administrator Goals accomplished 2025-2026_

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

2026/2027 City Council Member Goals

For

City Administrator to Accomplish

Sandy Gamble:

1. Deliver a Balance Budget with pay increases the city can afford.
2. Continue to lower the tax rate.
3. Continue the same level of service or better.
4. Continue to lower the debt service.
5. Continue to develop the two parks, (YMCA, and Woodlea).
6. Continue to actively seek grants for projects throughout the city in all departments.
7. Continue with the effort to secure the property by city hall for the parking facility needed for the downtown area.

Bobby Grenier

1. St. Clair Abrams Avenue: Plan, design, and research budget resources for the St. Clair-Abrams Avenue (The Boulevard) gateway beautification and improvement from Hwy 441 to Main Street to include landscaping, sidewalks, burying utilities, lighting, street signage, a gateway sign similar to west Main Street, etc.
2. Rifles, Rails & History Event: 2027 will mark ten years since the last highly successful Rifles, Rails & History event took place. Requests around the state have been enthusiastically overwhelming to revive this event for a one-time only 10-year reunion in 2027.
3. Tavares Cemetery and Arboretum: Design and create in the Tavares Cemetery and Arboretum, a military veterans plaza with a monument, flags, floral landscaping, etc. Also, a total refurbishing of the American Legion pavilion to include electric, paint, etc., as well as a plaque honoring the history of the Tavares American Legion Post.
4. Major Alexander St. Clair-Abrams home: With the incredible renovations of Tavares and Lake County founder, Major Alexander St. Clair-Abrams home almost complete, that once completed, we approach the owner about purchasing the historic house as part of the Ridge Park Square complex that also includes, the Civic Center, Public Library, and the Tavares History Research Center.
5. Waterfront signage: The five-themed lands signage along beautiful Lake Dora designed and installed.

Doug Keown

1. To continue to lead Tavares to be a city that sets the bar for other cities as evidenced by the awards won for superior performance in areas such as budget, the America in Bloom project and other programs the city is part of.
2. Work with Department Heads to ensure a balanced budget.
3. Continue working to pay down city debt.
4. Work with Economic Development to bring new businesses into the city and continue improving the downtown area and other areas for business.
5. Continue to ensure that Tavares City employees are compensated fairly and have the right benefits to retain good people working for the city.

Lori Pfister

1. Golf cart crossing bridge over new 441
2. Economic Development through commercial growth
3. Acquire property within the city to commit as green space
4. Support arboretum beautification and staffing
5. East Regional Park design and funding
6. Mayor's Youth Council restructuring
7. America in Bloom support to compete
8. Pause housing permits while addressing infrastructure

Walter Price

1. Continue to prevent further deterioration of home rule authority through government relations efforts.
2. Continue to attract new commercial development into the city to appropriate locations.
3. Continue to work with our partners to acquire the right-of-way for the rails to trails program.
4. Pursue grants for infrastructure and capital improvement projects.
5. Completion of the State Road 19/County Road 561 traffic signal.

City Administrator Goals

FY 2025-2026

Approved by Council on 06-18-2025

Council Member Bobby Grenier

1. Grow the Tavares Cemetery Arboretum to maintain and exceed standards of the Arboretum Accreditation standards. Much completed – Fenced in entire cemetery, new shiny gate, new trees, paving complete....
2. Implement and promote the waterfront themed lands with signage reflecting Wooton Park, Pontoon Promenade East and West, Tavares Seaplane Base, Tavares Ecological Park. Signage program started with “Woodlea Walk”. Additional signage being budgeted in upcoming budget.
3. Continue to pursue improvements along highways 19, 561 and 448 that support existing businesses and residents and prevent residential sprawl. Commercial is the focus with new auto parts store, car wash, more businesses in Publix shopping center and delapidated gas station being replaced. Signalization at 19/561 designed and being installed. Intersection at Dunkin Donuts done, Utility relocation master plan underway to make room to 4 lane 19 down to bridge. New Fairground master plan at 448 being coordinated with County.
4. Provide Police, Fire, Library and Public Works along with the other Departments with the resources they need to provide superior levels of service. Done in the budget process.
5. Continue to build Tavares based on its Historic Foundation. Always being done and supported at the Research Center, History Museum and some businesses like the new Mixed Use project in the square. First Historic Marker done. Permits for Historic Church renovations, attorney’s building, old gas station renovation and Major St. Clair Abrams home handheld and accommodated to get these historic projects done by owners who got into more then they expected to do preservation with modern use.
6. Continue to improve streets, alleyways, and traffic signalization. On going process all over the city.
7. Maintain existing infrastructure. Done through budgetary process.

Council Member Sandy Gamble

1. Deliver a Balance budget with pay increases that we can handle. Done
2. Maintain the same level of service. Done plus exceeded. More Firefighters, more police officers, improved I.T support for staff and residents, infrastructure and service level improvements all over the city.
3. Continue to lower the debt (pay as you go). We have continued to reduce the Debt Service millage rate each and every year.
4. Reduce the tax rate where possible. Done.
5. Continue sidewalk and street repair as funds are available. Done.

Council Member Lori Pfister

1. Add New 441 Golf Cart Crossing: This being a State Road has called for State to approve, which so far they have not approved. We are pivoting and pursuing a bridge at the hospital. Starting the planning process by identifying land and location as well as State approval and funding.
2. Increase Commercial Growth. Done – Along New 441 (Chipotle Mexican Grill, New Hospital Urgent care facility, New Hospital Medical Offices facility), old 441 (small new businesses in strip shopping centers), SR 19 (Auto Parts store, Car Wash, Delapidated Gas station conversion to laundromat, Dental Office in Publix Shopping Center, several new businesses in the downtown.....
3. Complete the two (2) Master Plans for both Regional Park Campuses: In process – will be completed this year.
4. Identify funding to implement both Master Plans for both Regional Park Campuses. Secured \$9 million from Lake County to do this. 2 million from YMCA and currently working on the Hospital.
5. Program another successful Youth Council program with the High School. While we programed another one – it was not successful. Going to regroup with Mayor, Clerk and Principal to make adjustments in program for next year.
6. Present a balanced annual budget: Done.

Council Member Walter Price

1. Support hometown rule as local authority continues to shift to Tallahassee. We continue to provide support to the Florida League, Lake League and FCCMA who all are the advocates for this in Tallahassee on behalf of Cities including Tavares. .
2. Balance lowering taxes with providing city services at current levels. Completed although we improved upon services with additional Police, Fire and General Governmental services and infrastructure.
3. Attract high-end/national retail/restaurants to Tavares. In progress. We hired a firm who specializes in this.
4. Continue proceeding with implementation of the Tavares to Mount Dora Rails to Trails Project. Done – Grant has been submitted and Agreement to purchase RR corridor within 2 years accomplished – all subject to funding/grants.
5. Continue Mayor's Youth Program in collaboration with Tavares High School. Continued.
6. Convert old public works complex into surface parking. Done.
7. Help to provide new official city flower to residents, in collaboration with local businesses. More needs to be done on this.
8. Complete West Main Street Gateway. Sign installed now its time to renovate street, sidewalk, landscaping and 19 intersection which are all in the planning phases.
9. Complete Civic Signs. Not done.

Council Member Troy Singer

1. Continue to foster a supportive and welcoming environment for local businesses. Always. Many new investors dumping 10s of millions and millions into brick-and-mortar commercial buildings here in Tavares because of our Economic Development Department and the commercial fertile grounds we have provided. This, all creating many high wage (Medical) and median wage (Service/commercial franchises/Industrial, machinist) jobs! We are an employment center for Lake County now. A very diversified one, prepared to handle sector economic trade changes ups and downs.
2. Ensure competitive compensation for all city staff. Done. We tend to stay in the 75 percentiles. Not the top but well above the middle to attract solid and enthusiastic employees who go above and beyond.
3. Actively seek grants to reduce the tax burden on residents and businesses. Every year, including this one, we secure millions upon millions in grants.
4. Commit to ongoing investment in our infrastructure. Every year we upgrade and expand infrastructure. No more clay pipe in this town!
5. Minimize the millage rate to best of ability to help reduce taxes on our residents and businesses while recognizing that growth contributes to this goal; without it, essential services may need to be cut, or rates may need to be raised. Millage rate decreased while doing all of the above! Its really a simple formula – Invest in yourself (The City) and others will invest in you (The City). When this occurs those “others” pay additional taxes so the city can lower the millage rate. Pretty straight forward.
6. Maintain our city’s unique “close community” quality of life while continuing to pursuing smart growth strategies. Done – people are moving here because they like the quality of life we created here.
7. Ensure that reserves are kept at adequate and recommended levels to prevent over-inflation, as this can lead to increased tax rates and the potential allocation of funds for non-essential items rather than necessary ones. Done – We meet the recommended GFOA standards.
8. Continue to prepare for adequate downtown parking areas before it becomes an issue. We have created over 100 new spaces alone this year and acquired the land this year to build a parking garage. We are planning for the future!
9. Continue government transparency by staying engaged with the local community. Done. From fulfilling public records (Clerk), the most detailed municipal budget in the state to participating in the Chamber meetings, hosting Hight School Youth Council, being a member of the YMCA Board, Library programing, Recreational Youth sport organizing and running and attending many community events – we are a very community minded City organization

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/6/2026**

AGENDA TAB NO.: 10

SUBJECT TITLE: City Administrator Report

OBJECTIVE:

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

SUMMARY:

The City Administrator will provide a summary at the meeting.

UPCOMING MEETINGS:

City Council Meeting	May 20, 2026, 4:00 p.m., Tavares City Council Chambers
Planning and Zoning Board Meeting	May 21, 2026, 3:00 p.m., Tavares City Council Chambers
Library Board Meeting	May 13, 2026, 4:00 p.m., Tavares Library Expansion Room
Code Enforcement Special Magistrate Hearing	May 26, 4:00 p.m., Tavares City Council Chambers

OUTSIDE AGENCY MEETINGS:

Heartland League of Cities Meeting	June 12, 2026, 12:00 noon, Location to be Determined
Lake Sumter MPO Governing Board Meeting	June 17, 2026, 2:00 p.m., Suite 175, 1300 Citizens Boulevard, Leesburg
Tavares Chamber of Commerce Business Meeting	May 27, 2026, 11:30 a.m., Tavares Civic Center

Attached is the current 2026 Event Calendar.

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_2026_Rvsd 4.2.2026

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

**AGENDA SUMMARY
TAVARES CITY COUNCIL
5/6/2026**

AGENDA TAB NO.: 11

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.