



America's Seaplane City™

**AGENDA  
TAVARES CITY COUNCIL  
April 1, 2020  
4:00 PM  
VIDEO CONFERENCE MEETING**

Consistent with the State of Florida Governor's Temporary Order on City Council Meetings, the Tavares City Council will be hosting this meeting via teleconference. Members of the public may participate in the meeting by submitting their comment to [councilmeeting@tavares.org](mailto:councilmeeting@tavares.org). Access to the agenda is available at [www.tavares.org](http://www.tavares.org). Access to livestream the meeting, as well as post-meeting replay is available at <https://www.youtube.com/user/tavarespubcom1>

**I. CALL TO ORDER**

**II. INVOCATION/PLEDGE OF ALLEGIANCE**

Tab 1 Richard Keith, Tavares Fire Chief

**III. APPROVAL OF AGENDA**

**IV. PROCLAMATIONS/PRESENTATIONS**

Tab 2 Tavares Chamber of Commerce Update (Chamber)

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

**VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO RECORD**

**VII. CONSENT AGENDA**

**VIII. RESOLUTIONS**

Tab 3 Approval of Resolution 2020-06, Application for Federal Public Assistance (FEMA) for COVID-19 Pandemic (Finance)

**IX. ORDINANCES - PUBLIC HEARING**

**First Reading**

**Second Reading**

**X. GENERAL GOVERNMENT**

Tab 4 State of the City COVID-19 Report (City Administrator)

**XI. NEW BUSINESS**

**XII. OLD BUSINESS**

**XIII. HISTORICAL PERSPECTIVE**

#### **XIV. AUDIENCE TO BE HEARD**

#### **XV. REPORTS**

**Tab 5 City Administrator Report**

**Tab 6 City Council Member Reports**

#### **XVI. ADJOURNMENT**

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

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

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
4/1/2020**

**AGENDA TAB NO.:** 1

**SUBJECT TITLE:** Richard Keith, Tavares Fire Chief

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**OBJECTIVE:**

Richard Keith, Tavares Fire Chief, will provide the invocation and lead those present in the Pledge of Allegiance.

**SUMMARY:**

Richard Keith, Tavares Fire Chief, 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:**

N/A

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
4/1/2020**

**AGENDA TAB NO.:** 2

**SUBJECT TITLE:** Tavares Chamber of Commerce Update (Chamber)

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**OBJECTIVE:**

Receive an update on the Chamber from the Executive Director, J. Scott Berry.

**SUMMARY:**

Mr. Berry will provide an update on Chamber activities.

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

N/A

**ATTACHMENTS:**

Description	Type
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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
4/1/2020**

**AGENDA TAB NO.:** 3

**SUBJECT TITLE:** Approval of Resolution 2020-06, Application for Federal Public Assistance (FEMA) for COVID-19 Pandemic (Finance)

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**OBJECTIVE:**

Consider approval of Resolution 2020-06 authorizing the application for Federal Public Assistance and the execution of all documents for the for the COVID-19 Pandemic Emergency, Disaster No. 4486 (EM 3432)

**SUMMARY:**

On March 13, 2020, Donald Trump, President of the United States declared the ongoing Coronavirus (COVID-19) Pandemic of sufficient severity and magnitude to warrant a nationwide emergency declaration covering all states, tribes, territories, and the District of Columbia. The Presidential Declaration provides for the availability of Federal Assistance for costs incurred by local governments due to the COVID-19 Pandemic. The incident period for Public Assistance under the Declaration is effective beginning January 20, 2020.

The State of Florida has opened the State of Florida PA Website for local agencies to make application to the Florida Division of Emergency Management to receive Federal Public Assistance for costs incurred related to the COVID-19 Pandemic Emergency.

The State has begun applicant briefings for cities, counties, school boards, and non-profits to provide guidance on the application process and the eligibility of cost reimbursement from the Federal Emergency Management Agency (FEMA) for costs incurred by local jurisdictions as a result of the pandemic. Eligible costs include (not limited to) over-time, supplies, equipment, emergency management operations, public safety, and telework related costs.

The City of Tavares has incurred eligible costs related to the COVID-19 Pandemic Emergency, and therefore Resolution 2020-06 provides authorization for the City Administrator to make application for Federal Public Assistance for the COVID-19 Pandemic (Disaster PA 4486). Resolution 2020-06 also provides authorization for the City Administrator to execute agreements and contracts related to and required by application for Federal Public Assistance.

**OPTIONS:**

1. **MOVE TO APPROVE RESOLUTION NO. 2020-06 authorizing the City Administrator to apply for Federal Public Assistance related to the COVID-19 Pandemic, and to execute all documents related to and required by the application for Federal Public**

**Assistance for the COVID-19 Pandemic, PA#4486 / EM3432.**

**1. MOVE TO NOT APPROVE Resolution 2020-06**

**STAFF RECOMMENDATION:**

- 1. MOVE TO APPROVE RESOLUTION NO. 2020-06 authorizing the City Administrator to apply for Federal Public Assistance related to the COVID-19 Pandemic, and to execute all documents related to and required by the application for Federal Public Assistance for the COVID-19 Pandemic, PA#4486 / EM3432.**

**FISCAL IMPACT:**

The application process provides no financial impact.

**LEGAL SUFFICIENCY:**

Legally Sufficient

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

1. Resolution 2020-06
2. FEMA material for COVID-19 pandemic

**ATTACHMENTS:**

Description

Type

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
4/1/2020**

**AGENDA TAB NO.:** 4

**SUBJECT TITLE:** State of the City COVID-19 Report (City Administrator)

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**OBJECTIVE:**

To provide a State Of The City COVID-19 Report

**SUMMARY:**

The City operates under the following four (4) Service Levels:

- A) **Normal operations:** Service to Public is at a full level “all systems go”. Employees are reporting for duty as normally scheduled.
- B) **Curbed operations:** Service to Public is at a curbed level. Some Non-Emergency Services and Non Essential Service to the public are suspended. Some employees who can work remotely may be directed to do so.
- C) **Emergency and Essential Service:** Service to public is reduced to a minimal level. While many Non-Emergency and Non Essential services are suspended, Emergency and Essential services continue (Public Safety of Police and Fire, Public Utilities of water and sewer, Solid Waste of garbage collection etc.....)” Many Employees are working remotely, Skeleton Crews are deployed providing essential services, and some employees are placed on stand-by ready to serve status and are cycled in when front-line skeleton crews get sick or are in need of relief.
- D) **Emergency Services Only:** Service to public is Emergency only. All non-emergency services are temporarily on hold. Police and Fire and some front-line employees are deployed to provide Emergency Only Service.

Tavares is at a Service Level C - Emergency and Essential Services.

The City Administrator will summarize the State of the City.

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**OPTIONS:**

Receive the City Administrators Report. .

**STAFF RECOMMENDATION:**

Receive the City Administrators Report

**FISCAL IMPACT:**

None to hear the report.

**LEGAL SUFFICIENCY:**

Yes

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

None

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
4/1/2020**

**AGENDA TAB NO.:** 5

**SUBJECT TITLE:** City Administrator Report

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**OBJECTIVE:**

To inform Council on city related matters.

**SUMMARY:**

The City Administrator will provide a summary at the meeting.

**UPCOMING MEETINGS:**

City Council Video Conference Meeting	April 15, 2020 – 4 pm – available for viewing at <a href="https://www.youtube.com/user/tavarespubcom1">https://www.youtube.com/user/tavarespubcom1</a>
Library Board	Cancelled until further notice
Planning and Zoning Board	Cancelled until further notice
Code Enforcement Hearing	Cancelled until further notice

**UPCOMING EVENTS:**

4 <sup>th</sup> of July Celebration	July 4, 2020 - Downtown Tavares – Details to be Announced
Hydro Drag Nationals	July 25-26, 2020 – Details to be Announced
Hydro Drag Nationals	August 15-16, 2020 – Details to be Announced
Powerboat P1 USA Jet Ski Races	August 29-30 – Details to be Announced

**OUTSIDE AGENCY MEETINGS:**

Lake County League of Cities	Meetings Cancelled April, May, and June 2020, or until further notice
Lake Sumter MPO Executive Board Meeting	April 22, 2020 – 2:00 pm – 225 W. Guava St., Lady Lake
Tavares Chamber Business Luncheon	May 27, 2020 – 11:30 am – Tavares Civic Center, 100 E Caroline Street (meetings cancelled through April 30, 2020)

**OPTIONS:**

N/A

**STAFF RECOMMENDATION:**

N/A

**FISCAL IMPACT:**

N/A

**LEGAL SUFFICIENCY:**

N/A

**ATTACHMENTS AVAILABLE TO THE PUBLIC UPON REQUEST:**

N/A

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
4/1/2020**

**AGENDA TAB NO.:** 6

**SUBJECT TITLE:** City Council Member Reports

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**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:**