

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: OCTOBER 7, 2015**

**AGENDA TAB NO. 5**

**SUBJECT TITLE: Jones Brothers Lease Extension Request**

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**OBJECTIVE:**

To consider approval of an amendment to the current Jones Brothers Seaplane Base agreement to extend the lease term and amend the payment provisions.

**SUMMARY**

The City entered into the attached original agreement with Jones Brothers in May of 2010 for an initial four (4) year term for lease space at the Tavares Seaplane Base to conduct flight tour and flight training operations.

On May 7, 2014 the City Council approved the attached amendment which extended the term of that agreement until September 30, 2019 and increased the rental fee \$25 per month each year on October 1<sup>st</sup> during the 5 year renewal term.

Jones Brothers has recently received the first ever FAA Part 135 Air Charter Certificate for passenger commercial air service at the Tavares Seaplane Base. They have requested a term extension and adjustment of the annual rental increase in order to facilitate their future business growth and development plans associated with this new service. Staff has recently met with their company representatives and proposes the attached amendment to extend the current amended agreement for five (5) additional years with five (5) additional one (1) year renewal options and to adjust the annual increase from \$25 per month to \$20 per month.

**OPTIONS:**

1. To approve the attached Jones Brothers Lease Agreement Second Amendment.
2. To not approve the attached Jones Brothers Lease Agreement Second Amendment.

**STAFF RECOMMENDATION:**

That Council moves to approve the attached Jones Brothers Lease Agreement Second Amendment

**FISCAL IMPACT:**

The proposed lease amendment provides for a continued tenant and lease revenue stream at the Tavares Seaplane Base.

**LEGAL CONSIDERATIONS:**

The contract has been reviewed by the City Attorney.

**SECOND AMENDMENT TO  
AGREEMENT**

This Amendment forms a part of that Agreement dated May 10, 2010 by and between the City of Tavares, ("City") and JB SPB, Inc., ("Vendor ") as amended on May 16, 2014.

1. Paragraph 1 of the Amendment is hereby amended as follows:

Term. The term of this contract shall be extended and additional five (5) years from September 30, 2019 through September 30, 2024, ("Term") and shall automatically renew each year thereafter for a five (5) year period, unless terminated by either party without cause, upon a thirty (30) day written notice.

2. Paragraph 2 of the Amendment is hereby amended as follows:

Monthly Payment to City. The Vendor shall pay the City FIVE HUNDRED FORTY FIVE DOLLARS (\$545.00) per month, beginning on October 1, 2015 and continuing on the 1<sup>st</sup> day of each month thereafter for twelve consecutive months. Effective one year from the commencement of this Amendment and each year thereafter (including any renewal terms) the Monthly Payment to City provided for herein shall be adjusted upward an additional \$20.00 per month.

3. Except as modified herein all the terms and conditions of the Agreement shall remain in full force and effect.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**ATTEST:**

**CITY OF TAVARES, FLORIDA**

\_\_\_\_\_  
Nancy Barnett, City Clerk

\_\_\_\_\_  
John Drury  
City Administrator

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Printed Name

**JB SPB, INC.**

\_\_\_\_\_  
Witness Signature

Printed Name: \_\_\_\_\_

\_\_\_\_\_  
Richard Rowe, President

AGREEMENT

THIS AGREEMENT made this 10<sup>th</sup> day of May, 2010, between the City of Tavares, Florida (hereinafter referred to as "the City") and JB SPB, Inc. a Florida Corporation to be formed (hereinafter referred to as "Vendor").

RECITALS

1. The City desires to enter into an agreement with Vendor for the provision of a fully operating seaplane training center, seaplane rides and seaplane charter services among other things to be operated at the City of Tavares waterfront in accordance with the terms and conditions described herein.

2. Vendor desires to enter into an agreement with the City to provide said services, and further agrees to be bound by the terms and conditions of this Agreement.

THEREFORE, in consideration of the foregoing recitals and for other good and valuable consideration, receipt of which is hereby acknowledged, the City and Vendor hereby covenant and agree as follows:

1. Vendor's Obligations. The Vendor agrees to relocate its seaplane training operations to the City and shall be responsible to carry out the following:
  - a. Move training and flight tour aircraft to the City by October 31, 2010.
  - b. Provide an insurance policy consistent with the terms herein.
  - c. Commence soft opening operations starting May 1, 2010.
  - d. Provide an aircraft for any scheduled media event.
  - e. Provide an aircraft for dedication and practice event.
  - f. Commence full scale operations no later than October 31, 2010.
  - g. Pursue and obtain Part 91 Flight tours Letter of Authorization from FAA.
  - h. If exercise first right of refusal, pursue and obtain Part 135 Certificate and all other required certificates, authorizations, and permits.
  - i. Provide all rules and regulations for operation and fully

- assume responsibility for administering those rules.
  - j. Enforce adherence to safety and insurance requirements including, but not limited to, signing of waivers by all participants and employees, and the enforcement of the utilization of safety equipment.
  - k. Follow an operating schedule which is pre-approved by the City.
2. City's Obligations. The City shall be responsible for the following:
- a. Provide reserved paved parking with tie downs for Vendor's principle multi engine trainer.
  - b. Provide reserved beach parking and tie downs for two additional straight float aircraft west of the tree.
  - c. Provide a dolly to remove straight float plane from water.
  - d. Provide skid guards on concrete seaplane dock to protect floats.
  - e. Provide fixed fuel pricing – first 6 months \$0.03 per gallon above cost; thereafter \$.05 per gallon above costs for the first two years of the contract. "Cost" shall mean the per gallon cost to the City for fuel delivered to its Wooton Park fueling facility. The City's obligation to provide fixed fuel pricing as provided herein shall terminate if this contract is terminated prior to the first two years.
  - f. Provide limited training and office space at the Seaplane Base/Marina location. The specific location of the office space is to be determined by the parties.
  - g. Include Flight Tours and Marketing Material for sale in retail "Prop" Shop.
  - h. Purchase from the Vendor at the Vendor's actual cost plus 20% of the cost certain logoed items (such as shirts and hats) for resale in the "Prop" Shop. The City, in its discretion, shall decide the specific items and quantities to purchase for resale and the retail price of said items. The City shall retain all sale proceeds of the said items. If after one year, certain items have not sold, the Vendor will buy back the unsold items in an amount equal to the City's cost. The City's cost is the amount the City paid to purchase the

items from the Vendor.

- i. Provide Reserved Dock Space for Flight tour operations. However, the City can use reserved dock space from time to time for special events after giving reasonable notice to Vendor. The City's use of the reserved dock space shall not unreasonably interfere with the Vendor's flight tour operations.
- j. Grant Vendor first right of refusal for Part 135 Operations.

3. Term. The term of this Contract shall be from May 1, 2010 to September 30, 2011 (Hereinafter "Term") and shall automatically renew each year for three years unless terminated by either party without cause upon thirty (30) day written notice.

4. Indemnification. The Vendor agrees to indemnify the City for and to hold the City harmless from any and all liability, claims, costs, damages, attorney's fees, or other charges, liens, or fees of any kind or nature as a result of Vendor's use (or the use by any person or participant authorized by Vendor) of City Property, or the execution of this agreement. Vendor further agrees to defend any action or claim whatsoever against the City for any damages or for injunction or other relief resulting from Vendor's use of City property, or the execution of this agreement.

5. Insurance. Vendor agrees to obtain and maintain in force, at its cost, liability insurance coverage (hereinafter called "Insurance") as specifically described in Exhibit "A" attached hereto. Vendor shall provide the City with the Certificate of Insurance or other proof of said insurance at least ten (10) days prior to beginning operations.

6. Monthly Payment to City. The Vendor shall pay the City FOUR HUNDRED DOLLARS (\$400.00) per month, beginning May 1, 2010, and on the 1<sup>st</sup> day of each month thereafter for six months. Beginning October 1, 2010 and on the first of each month thereafter, Vendor shall pay the City FIVE HUNDRED DOLLARS (\$500.00) per month for the next twelve months. In the event the contract is renewed after eighteen months, the City and the Vendor shall renegotiate the new monthly amount to be paid by the Vendor to the City.

7. Termination of Agreement. The parties agree that if either party violates the terms and conditions of this Agreement, or violates any other applicable state, county or municipal ordinances, either party shall have the option of terminating the agreement upon reasonable notice considering the circumstances.

8. Licenses, Permits, Certificates, Etc. Vendor shall be responsible for obtaining any and all necessary licenses, health certificates, permits, or other documents required for its operation. Vendor shall also be responsible for any and all

sales or income tax liability that it may incur by reason of its operation.

9. Minimum Standards for Aeronautical and Maritime Operations. Vendor shall be responsible for compliance with all Rules and Regulations concerning Minimum Standards for Commercial Aeronautical and Maritime Operations for Tavares Seaplane and Marina Basin.

10. Assignment. Vendor shall not be permitted to sublet or assign any part of its obligations, privileges or services as set forth in this Agreement without first obtaining the written consent of the City.

11. Attorney's Fees. Should either party breach the terms of this agreement, causing the other party to employ an attorney for the enforcement of the provisions hereof, or for the collection of damages as a result of a breach, then the prevailing party's attorney's fees and court costs shall be paid by the non-prevailing party.

12. Administration of Contract. The City Administrator or his representative shall administer this contract for the City.

13. Venue. This contract shall be interpreted, construed, and governed according to the laws of the State of Florida. The parties agree to venue in Lake County, Florida for any litigation pertaining to this Contract. In the event there is litigation, the prevailing party shall be entitled to reasonable attorney's fees.

14. Amendments. No Amendments or variation of the terms or conditions of this Contract shall be valid unless in writing and signed by all parties.

15. Entire Contract. This contract constitutes the entire agreement between the parties and supercedes any and all prior communications, discussions, negotiations, understandings and agreements.

16. Invalid Provision. The invalidity or unenforceability of any particular provision of this Contract shall not affect the other provisions hereof, and the Contract shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

17. Contract Interpretation. In the event that it becomes necessary for any reason to construe this agreement, it shall be construed as being jointly prepared and drafted by all parties hereto.

18. Remedies. All rights and remedies of the City herein enumerated shall be cumulative and none shall exclude any other right or remedy allowed by law. Likewise, the exercise by the City of any remedy provided for herein or allowed by law shall not be to the exclusion of any other remedy.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed

by their duly authorized officials this Contract which shall be deemed an original on the date last signed as below written.

Dated this 10<sup>th</sup> day of May, 2010.

ATTEST:

CITY OF TAVARES, FLORIDA

Nancy Barnett  
Nancy Barnett, City Clerk

Robert Wolfe  
Robert Wolfe, Mayor  
Tavares City Council

Chris Presley  
Witness Signature  
Chris Presley  
Printed Name

VENDOR

Eric Weaver  
Eric Weaver, as officer of JB  
Seaplanes, Inc. a Florida Corporation to  
be formed.

Bill Neron  
Witness Signature  
Bill Neron  
Printed Name

Ricci Rowe  
Ricci Rowe, as officer of JB Seaplanes, Inc.  
a Florida Corporation to be formed

LEGAL REVIEW:

Robert Q. Williams  
Robert Q. Williams  
City Attorney

### AMENDMENT TO AGREEMENT

This Amendment forms a part of that Agreement dated May 10, 2010 by and between the City of Tavares, ("City") and JB SPB, Inc., ("Vendor").

1. Paragraph 3 of the Agreement is hereby amended as follows:

Term. The term of this contract shall be extended from October 1, 2014 through September 30, 2019, ("Term") and shall automatically renew each year for a five (5) year period, unless terminated by either party without cause, upon a thirty (30) day written notice.

2. Paragraph 6 of the Agreement is hereby amended as follows:

Monthly Payment to City. The Vendor shall pay the City FIVE HUNDRED TWENTY FIVE DOLLARS (\$525.00) per month, beginning on October 1, 2014 and continuing on the 1<sup>st</sup> day of each month thereafter for twelve consecutive months. Effective one year from the commencement of this Amendment and each year thereafter (including any renewal terms) the Monthly Payment to City provided for herein shall be adjusted upward an additional \$25.00 per month.

3. Except as modified herein all the terms and conditions of the Agreement shall remain in full force and effect.

Dated this 16<sup>th</sup> day of may, 2014.

**ATTEST:**

**CITY OF TAVARES, FLORIDA**

Nancy Barnett  
Nancy Barnett, City Clerk

Robert Wolfe  
Robert Wolfe, Mayor  
Tavares City Council

Nancy Elkins  
Witness Signature  
Nancy Elkins  
Printed Name

**JB SPB, INC.**

Robert K. Galbraith Jr.  
Witness Signature  
Robert K. Galbraith Jr.  
Printed Name

Richard Rowe  
Richard Rowe, President

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 7, 2015**

**AGENDA TAB NO. 6**

**SUBJECT TITLE: Interlocal Agreement with Lake County for the Alfred Street Stormwater & Road Maintenance Agreement**

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**OBJECTIVE:**

To consider the approval of the Interlocal Agreement with Lake County regarding stormwater improvements through Tranquil Park and paving improvements to Alfred Street between Disston Ave and Dora Ave.

**SUMMARY:**

The public storm water drainage pipes that run through Tranquil Park have failed causing small sinkhole type depressions (see Pages 9 and 10 of attached study). The line needs to be "slip lined" at an estimated cost of \$78,357. Stormwater from the County road old 441 – Alfred Street, City property and tranquil park are conveyed through this public stormwater line in approximately the following percentages: County at 64%, City at 32% and Tranquil Park at 4%.

The County and the City have come to an agreement with regard to how the stormwater improvements to Alfred Street will be made and paid for, and how the re-paving of Alfred Street from Disston to Dora will be paid for and maintained.

Highlights of the contract are as follows:

- The County obligations are to pay for 100% of the cost to mill and resurface that portion of Alfred Street from Disston to Dora.
- The City will slip line the stormwater pipe through Tranquil park.
- The County will pay to the City the sum of \$46,742.00 as its share of storm water slip lined pipe.
- Upon completion of the new paved road way and new slipped line storm water pipe. City shall take over the continued maintenance of both the road from Distton to Dora and storm water pipe through Tranquil Park.

In addition to this agreement, City is negotiating an agreement with Tranquil Park owners (Gene Smith, Trustee) to have them pay their approximate 4% share of the proposed slip lined pipe.

**OPTIONS:**

- 1) Move to approve the Interlocal Agreement with Lake County for the Alfred Street Infrastructure Agreement
- 2) Do not approve the Interlocal Agreement with Lake County for the Alfred Street Infrastructure Agreement.

**STAFF RECOMMENDATION:**

Move to approve the Interlocal Agreement with Lake County for the Alfred Street Infrastructure Agreement

**FISCAL IMPACT:**

Alfred Street re-pavement shall be paid for by County. Estimated cost to slip line the public Stormwater line is \$78,357. County to pay city \$46,742 towards the stormwater pipe leaving \$31,615. Tranquil Park to pay an estimated \$3,338 towards the pipe leaving \$28,277 to be paid for out of Stormwater maintenance fund.

**LEGAL SUFFICIENCY:**

The agreement has been reviewed by the City Attorney for legal sufficiency.

**INTERLOCAL AGREEMENT BETWEEN  
LAKE COUNTY, FLORIDA AND  
THE CITY OF TAVARES FOR  
ALFRED STREET INFRASTRUCTURE AGREEMENT**

**THIS IS AN INTERLOCAL AGREEMENT** by and between Lake County, Florida, a political subdivision of the State of Florida, hereinafter the “County,” and the City of Tavares, a municipal corporation organized under the laws of the State of Florida, hereinafter the “City.

**WHEREAS**, Section 163.01, Florida Statutes, provides that local governments may enter into interlocal agreements to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

**WHEREAS**, Section 335.0415, Florida Statutes, provides that public roads may be transferred between jurisdictions by mutual agreement, and

**WHEREAS**, Old 441/Alfred Street is a road located in Lake County which runs from US 441 in Tavares to US 441 in Mt. Dora, and hereinafter referred to as “Alfred Street”, and

**WHEREAS**, Alfred Street from Disston Avenue in Tavares east to the Lake County line is a County maintained road, and

**WHEREAS**, a portion of Alfred Street including a portion located within City is planned to be resurfaced by County in the 2016 fiscal year (the “Project”), and

**WHEREAS**, in connection with the project in City, there are stormwater improvements that are needed and which would be of benefit to both City and County; and

**WHEREAS**, County and City have come to an agreement on how the stormwater improvements to Alfred Street will be made and paid for, and which entity shall be responsible for the future maintenance of a portion of Alfred Street located in City (the “Transferred Roadway”) after such improvements are made.

**NOW, THEREFORE, IN CONSIDERATION** of the mutual terms, understandings, conditions, premises, and covenants hereinafter set forth, and intending to be legally bound, the parties hereby agree as follows:

**1. Recitals.** The foregoing recitals are true and correct and incorporated herein by reference.

**2. County Obligations.** County shall mill and resurface portions of Alfred Street which work shall include the Transferred Roadway. County shall comply with all applicable provisions of the Florida Statutes regarding the bidding of construction services, including Section 255.0525, Florida Statutes, and Section 255.20, Florida Statutes. County intends to utilize its existing on-call contracts for road resurfacing and milling, and pavement base repair. County shall be solely responsible for construction of the Project. County will provide the plans, process any change orders, and manage the day to day project inspection. In addition, County shall pay to City the sum of \$46,742.00 as its share of necessary drainage improvements to be constructed by City in the area of the Transferred Roadway. County make such payment to City thirty (30) days from the date the Alfred Street Project is complete and the Transferred Roadway is transferred to City or thirty (30) days after the City constructs drainage improvements in the area adjacent to the Transferred Roadway, whichever occurs first.

**3. City Obligations.** City shall be responsible for any necessary stormwater improvements that are necessary outside County's right of way which is shown on Exhibit A.

**4. Ownership and Maintenance of Completed Project.** In accordance with Florida Statute 335.0415, City and County agree that upon completion of the Project and payment of the sums described above by County to City, City shall take ownership and maintenance responsibility for that portion of Alfred Street from Disston Avenue east to the intersection of Alfred Street with Dora Avenue, the Transferred Roadway, including all stormwater and drainage systems and the railroad crossing agreement that currently exists between County, the Florida Department of Transportation and Florida Central Railroad for the railroad crossing that exists in the transferred area..

**5. Term and Termination.** This agreement shall become effective upon both parties executing the agreement and it shall remain in force until completion of the Project and payment of all sums due hereunder.

**6. Modifications.** Unless otherwise specified herein, no modification, amendment, or alteration of the terms or conditions contained herein shall be effective unless contained in a written document executed by the parties hereto, with the same formality and of equal dignity herewith.

**8. Notices.**

A. All notices, demands, or other writings required to be given or made or sent in this Agreement, or which may be given or made or sent, by either party to the other, shall be deemed to have been fully given or made or sent when in writing and addressed as follows:

**COUNTY**  
County Manager  
P.O. Box 7800  
Tavares, Florida 32778

**CITY**  
City Manager  
John Drury

cc: Lake County Public Works  
Attn: Jim Stivender  
P.O. Box 7800  
Tavares, Florida  
32778

B. All notices required, or which may be given hereunder, shall be considered properly given if (1) personally delivered, (2) sent by certified United States mail, return receipt requested, or (3) sent by Federal Express or other equivalent overnight letter delivery company.

C. The effective date of such notices shall be the date personally delivered, or if sent by certified mail, the date the notice was signed for, or if sent by overnight letter delivery company, the date the notice was delivered by the overnight letter delivery company.

D. Parties may designate other parties or addresses to which notice shall be sent by notifying, in writing, the other party in a manner designated for the filing of notice hereunder.

**10. Entire Agreement.** This document embodies the entire agreement between the parties. It may not be modified or terminated except as provided herein.

**11. Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, it shall be considered deleted here from, and shall not invalidate the remaining provisions.

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Interlocal Agreement on the respective dates under each signature: Lake County, through its Board of County Commissioners, signing by and through its Chairman, and by the City of Eustis, Florida, through its City Commission, signing by its duly authorized representative.

ATTEST:

LAKE COUNTY, FLORIDA through its  
BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Neil Kelly, Clerk  
of the Board of County  
Commissioners of Lake  
County, Florida

\_\_\_\_\_  
Jimmy Conner, Chairman

This \_\_\_\_ of \_\_\_\_\_, 2015.

Approved as to form and legality:

\_\_\_\_\_  
Sanford A. Minkoff  
County Attorney

**CITY OF TAVARES**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

This \_\_\_\_ day of \_\_\_\_\_, 2015.

ATTEST:

\_\_\_\_\_  
Nancy A. Barnett, City Clerk

Approved as to form and legality:

\_\_\_\_\_  
Robert Q. Williams, City Attorney

# **TRANQUIL COURT STORMWATER STUDY**

PREPARED FOR:

**CITY OF TAVARES**  
201 EAST MAIN STREET  
TAVARES, FLORIDA 32778

PREPARED BY:

**GRIFFEY ENGINEERING, INC.**  
406 NORTH CENTER STREET  
EUSTIS, FLORIDA 32726

JULY 2015

## **PROFESSIONAL ENGINEERING CERTIFICATION**

I hereby certify that I am a Professional Engineer properly registered in the State of Florida practicing with Griffey Engineering, Inc., a corporation authorized to operate as an engineering business, CA # 8082, by the State of Florida Department of Professional Regulation, Board of Professional Engineers, and that I have prepared or approved the evaluations, findings, opinions, conclusion, or technical advice attached hereto for:

**PROJECT: Tranquil Court Stormwater Study**

**CLIENT: City of Tavares**

I hereby acknowledge that the procedures and references used to develop the results contained in this report are standard to the professional practice of civil engineering as applied through professional judgment and experience.

**NAME: Donald A. Griffey, P.E.**

**P.E. No.: Florida P.E. # 36799**

**SIGNATURE:**

**DATE:**

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# TRANQUIL COURT STORMWATER STUDY

## TABLE OF CONTENTS

|  |    |
|--|----|
| INTRODUCTION.....                          | 1  |
| EXISTING DATA.....                         | 4  |
| HYDROLOGIC CHARACTERISTICS .....           | 4  |
| WATERSHED BOUNDARIES.....                  | 4  |
| SOILS.....                                 | 4  |
| IMPERVIOUS AREAS & RUNOFF COEFFICIENT..... | 4  |
| PIPE INSPECTION .....                      | 9  |
| SYSTEM ANALYSIS.....                       | 11 |
| PROPOSED IMPROVEMENTS .....                | 11 |
| IMPROVEMENT OPTION 1 .....                 | 11 |
| IMPROVEMENT OPTION 2 .....                 | 11 |
| IMPROVEMENT OPTION 3 .....                 | 11 |
| COST ESTIMATE .....                        | 15 |
| CONCLUSION .....                           | 16 |

## APPENDIX A: ICPR MODEL RUNS

# TRANQUIL COURT STORMWATER STUDY

## LIST OF FIGURES

- Figure 1 - Location Map .....2
- Figure 2- Aerial.....3
- Figure 3 - Basin Boundary Map .....5
- Figure 4 - Storm Collection System .....6
- Figure 5 - Soils Map .....7
- Figure 6 - Pipe Inspection [North] .....9
- Figure 7 - Pipe Inspection [South]..... 10
- Figure 8 - Improvement Option 1 ..... 12
- Figure 9 - Improvement Option 2..... 13
- Figure 10 - Improvement Option 3 ..... 14

## LIST OF TABLES

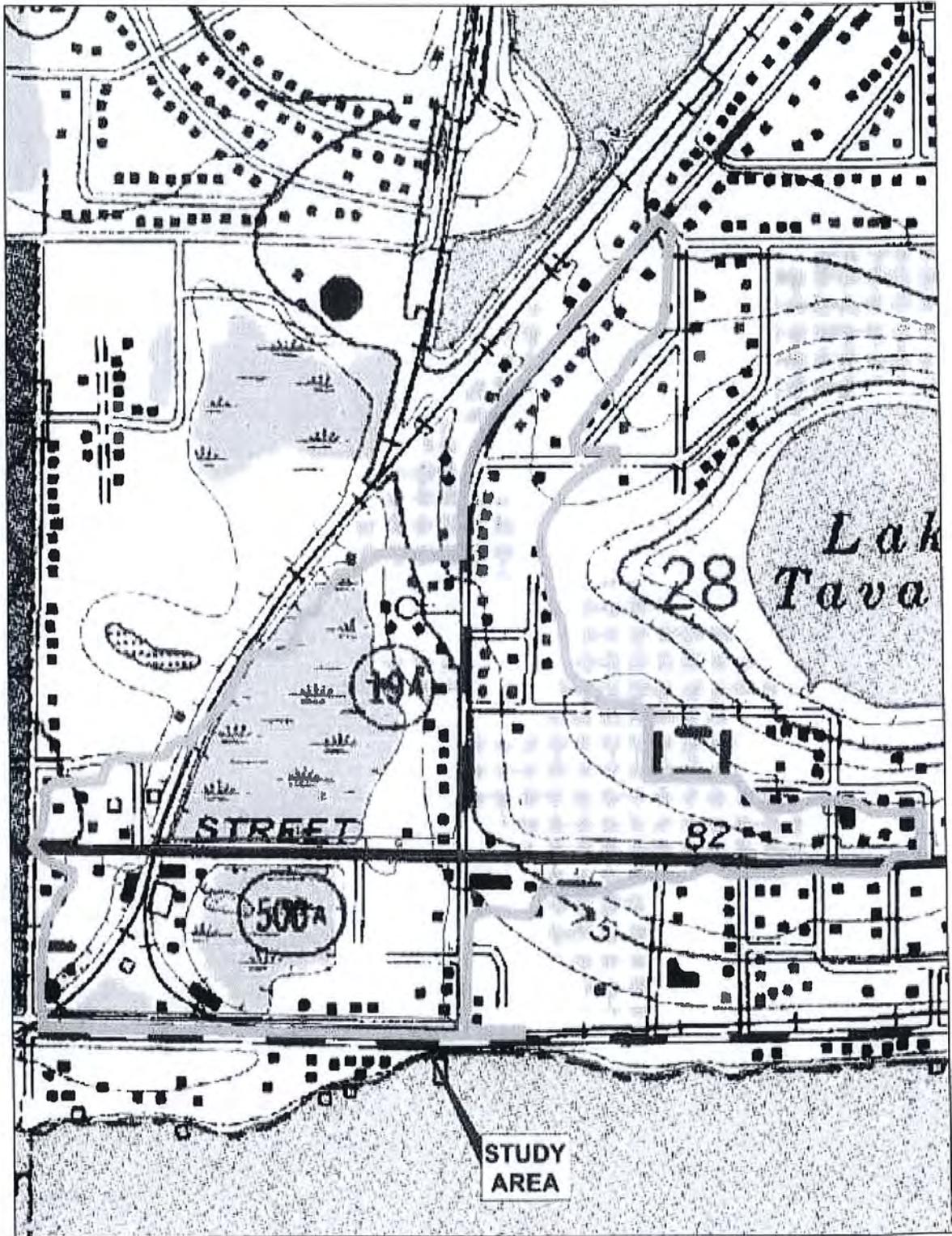
- Table 1 – Sub-Basin Areas & Runoff Coefficient.....8
- Table 2 - Runoff Contribution.....8
- Table 3 - Option 1 Cost Estimate..... 15
- Table 4 - Option 2 cost Estimate..... 15
- Table 5 - Option 3 cost Estimate..... 15

## **INTRODUCTION**

This report is the documentation of a stormwater study of a watershed encompassing portions of Old 441 and Dora Avenue east of the downtown area. The watershed drains to a storm pipe in the Tranquil Court mobile home park. The pipe is an old, deteriorating 24" vitrified clay pipe (VCP). It runs directly under several mobile homes and discharges into Lake Dora. The purpose of the study is to evaluate the existing stormwater system, determine improvement options and provide recommendations for improvement. Additionally, the study looks at the contributing basins to determine the sources of runoff.

Figure 1 shows a location map with the study area identified. Figure 2 shows the study area overlain on an aerial photograph.

• Figure 1 - Location Map



• Figure 2- Aerial



## **EXISTING DATA**

The first step in the evaluation is to do an assessment of the existing conditions. For the purposes of this study the data collection effort utilized readily available information. This included the City's Stormwater Atlas, aerial topographic mapping, survey data from other projects, and field reconnaissance. Detailed field survey of the evaluated stormwater collection system was also performed for this study.

## **HYDROLOGIC CHARACTERISTICS**

### **Watershed Boundaries**

With the aerial topography and the City's stormwater atlas the contributing watershed boundaries can be determined. Figure 3 shows the basin boundary for the studied watershed along with the sub-basins, which are the surface areas contributing runoff to each of the collection points (inlets) in the system. Figure 4 shows the evaluated existing storm sewer system.

### **Soils**

The soils within the watershed affect the runoff potential. In order to calculate runoff and discharge, soils needs to be considered. Figure 5 depicts the soils groups for the watershed.

### **Impervious Areas & Runoff Coefficient**

In order to evaluate the hydraulics of the system, the extent of impervious area within the watershed needs to be ascertained. With this information, along with the soils data, the runoff coefficients (C) and curve numbers (CN) can be calculated for each sub-basin. The total watershed area is 95.96 Ac. The impervious area within the watershed is 38.67 ac, which is 40%. Table 1 is the summary of those calculations.

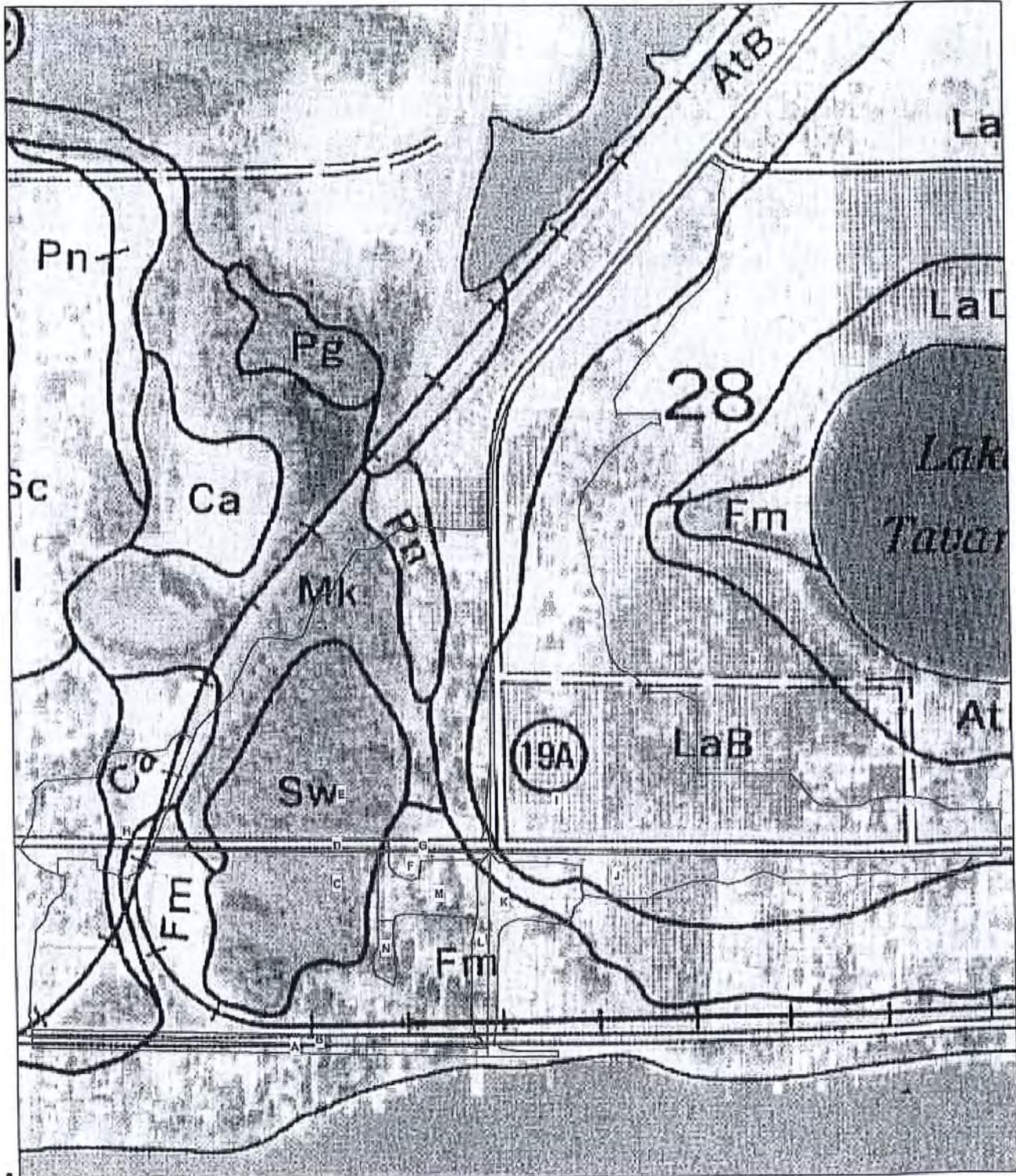
• Figure 3 - Basin Boundary Map



• Figure 4 - Storm Collection System



• Figure 5 - Soils Map



• Table 1 – Sub-Basin Areas & Runoff Coefficient

| SUB-BASIN    | AREA (SF)        | IMPERV. (SF)<br>CN=98<br>C=0.95 | PERV. (SF)       | % IMP      | PERVIOUS BY SOIL GROUP (SF) |                   |                   |                   | C    | CN | AREA (ac)    |
|--------------|------------------|---------------------------------|------------------|------------|-----------------------------|-------------------|-------------------|-------------------|------|----|--------------|
|              |                  |                                 |                  |            | A CN=39<br>C=0.15           | B CN=61<br>C=0.20 | C CN=74<br>C=0.25 | D CN=80<br>C=0.30 |      |    |              |
| A            | 60,258           | 52,494                          | 7,764            | 87%        | 2,391                       | 5,373             |                   |                   | 0.85 | 92 | 1.38         |
| B            | 57,474           | 48,804                          | 8,670            | 85%        | 1,272                       | 7,398             |                   |                   | 0.84 | 92 | 1.32         |
| C            | 967,524          | 293,540                         | 673,984          | 30%        | 69,643                      | 322,677           | 15,784            | 265,880           | 0.45 | 76 | 22.21        |
| D            | 35,750           | 16,307                          | 19,443           | 46%        |                             | 16,307            |                   |                   | 0.52 | 73 | 0.82         |
| E            | 1,028,379        | 271,015                         | 757,364          | 26%        | 144,551                     | 262,291           | 71,456            | 279,066           | 0.42 | 74 | 23.61        |
| F            | 17,592           | 8,084                           | 9,508            | 46%        | 810                         | 8,698             |                   |                   | 0.54 | 77 | 0.40         |
| G            | 21,897           | 20,184                          | 1,713            | 92%        |                             | 1,713             |                   |                   | 0.89 | 95 | 0.50         |
| H            | 195,570          | 121,608                         | 73,962           | 62%        | 17,869                      | 9,837             | 46,256            |                   | 0.67 | 85 | 4.49         |
| I            | 1,431,508        | 639,348                         | 792,160          | 45%        | 792,160                     |                   |                   |                   | 0.51 | 65 | 32.86        |
| J            | 145,360          | 79,638                          | 65,722           | 55%        | 65,722                      |                   |                   |                   | 0.59 | 71 | 3.34         |
| K            | 96,435           | 61,133                          | 35,302           | 63%        | 29,150                      | 6,152             |                   |                   | 0.66 | 78 | 2.21         |
| L            | 36,628           | 18,649                          | 17,979           | 51%        | 940                         | 17,039            |                   |                   | 0.58 | 79 | 0.84         |
| M            | 70,886           | 42,336                          | 28,550           |            |                             | 28,550            |                   |                   | 0.65 | 83 | 1.63         |
| N            | 14,845           | 11,459                          | 3,386            | 77%        |                             | 3,386             |                   |                   | 0.78 | 90 | 0.34         |
| <b>TOTAL</b> | <b>4,180,106</b> | <b>1,684,599</b>                | <b>2,495,507</b> | <b>40%</b> |                             |                   |                   |                   |      |    | <b>95.96</b> |

One of the objectives of this analysis is to determine the sources of runoff draining to the 24" VCP under the homes in Tranquil Court. There are three sources draining to the pipe. One is from the wetland system on the north side of Old 441. This property is owned by the City of Tavares. One is the stormwater collection systems for Old 441 and Dora Avenue. These are both County roads. The third source is from storm inlets within the mobile home park. Table 2 below details the contributing runoff from these sources.

• Table 2 - Runoff Contribution

| COUNTY CONTRIBUTION |           |      |                |               |
|---------------------|-----------|------|----------------|---------------|
| SUB-BASIN           | AREA (SF) | C    | CxA            | % RUNOFF      |
| D                   | 35,750    | 0.52 | 18,753         | 1.39%         |
| F                   | 17,592    | 0.54 | 9,541          | 0.71%         |
| G                   | 21,897    | 0.89 | 19,517         | 1.45%         |
| I                   | 1,431,508 | 0.51 | 726,205        | 53.78%        |
| J                   | 145,360   | 0.59 | 85,514         | 6.33%         |
| <b>TOTAL</b>        |           |      | <b>859,530</b> | <b>63.66%</b> |

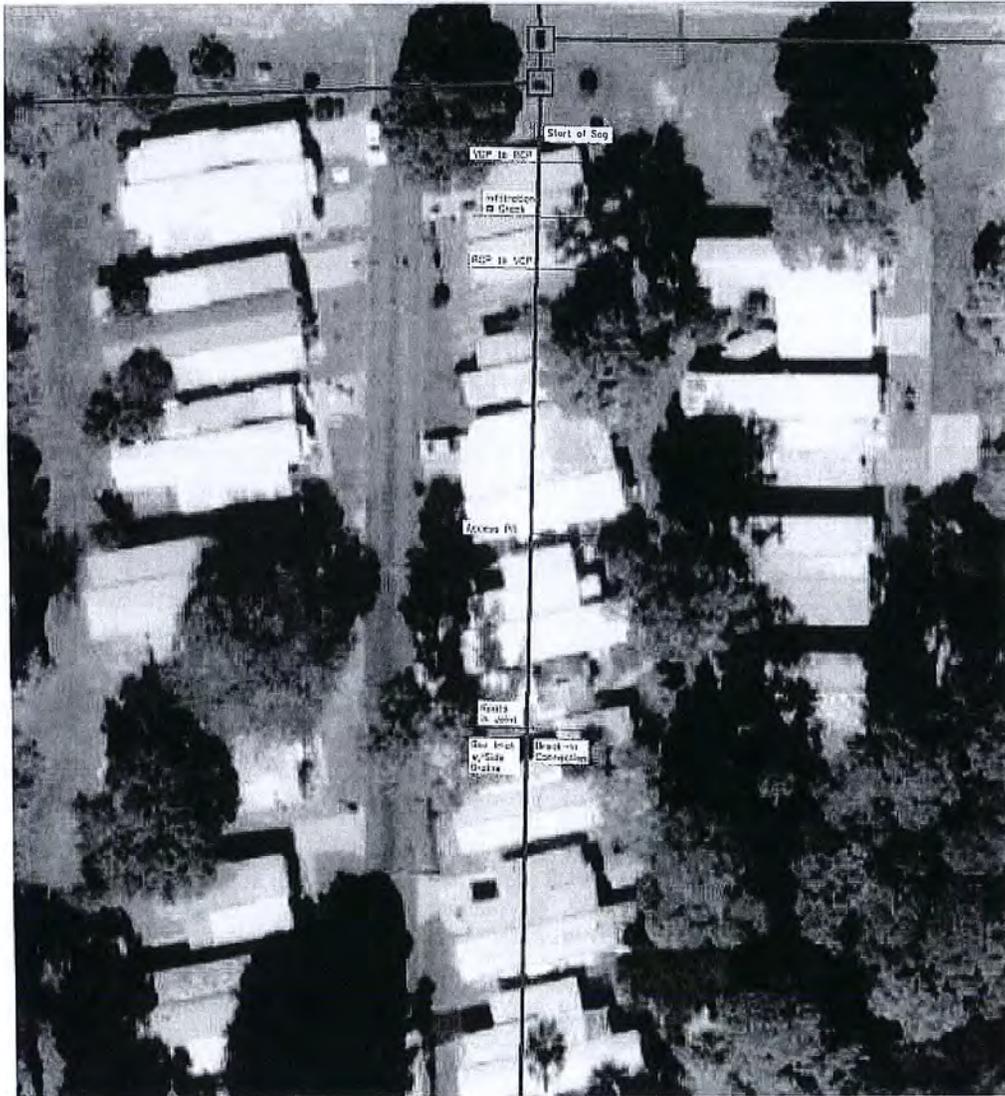
| CITY CONTRIBUTION |           |      |                |               |
|-------------------|-----------|------|----------------|---------------|
| SUB-BASIN         | AREA (SF) | C    | CxA            | % RUNOFF      |
| E                 | 1,028,379 | 0.42 | 433,189        | 32.08%        |
| <b>TOTAL</b>      |           |      | <b>433,189</b> | <b>32.08%</b> |

| MH PARK CONTRIBUTION |           |      |               |              |
|----------------------|-----------|------|---------------|--------------|
| SUB-BASIN            | AREA (SF) | C    | CxA           | % RUNOFF     |
| M                    | 70,886    | 0.65 | 45,929        | 3.40%        |
| N                    | 14,845    | 0.78 | 11,563        | 0.86%        |
| <b>TOTAL</b>         |           |      | <b>57,492</b> | <b>4.26%</b> |

## PIPE INSPECTION

In June 2009 the subject pipe was video inspected. The pipe inspection went from the upstream inlet on the south side of Old 441 to the downstream inlet on the north side of Lake Dora Drive. The inspection showed that the pipe has structural deficiencies, several locations of groundwater and sediment infiltration, and an extended sag in the line under the mobile homes. The video is available from the City Stormwater Division. Figures 6 & 7 show a summary of the inspection results.

• Figure 6 - Pipe Inspection [North]



• Figure 7 - Pipe Inspection [South]



It should be noted that the sag in the pipe occurs primarily under the mobile homes. The lowest point of the sag is near a box inlet (#6A) that was installed by breaking into the top of the clay pipe. There is also a side drain break-in at this location. It is possible that these tie-ins are a contributing factor in the development of the pipe sag. Also of note is that the discharge end of the pipe from Lake Dora Drive to Lake Dora (under the King building) currently has a concrete liner. This was previously installed as part of a County improvement project to Lake Dora Drive.

## **SYSTEM ANALYSIS**

The hydraulic capacity of the existing stormwater system needs to be assessed in order to evaluate proposed improvements. The system was modelled using Interconnected Channel and Pond Routing Model (ICPR v3.10). The analysis was run for the existing condition and for two different improvement options. The input data and output results for the model runs are included in appendix A.

## **PROPOSED IMPROVEMENTS**

### **Improvement Option 1**

This option entails improving the existing pipe by slip lining it to remediate the structural deficiencies and eliminate infiltration. Also included with this option is blocking the existing stormwater pipe leading to the southern wetlands. This option would continue the current configuration of an active storm line under residential structures. Figure 8 shows the improvements for this option.

### **Improvement Option 2**

This improvement is the same as Option 1 except that the existing pipe will be grouted and abandoned and a new 24" RCP would be installed under the road in the mobile home park. Figure 9 shows the improvements for this option.

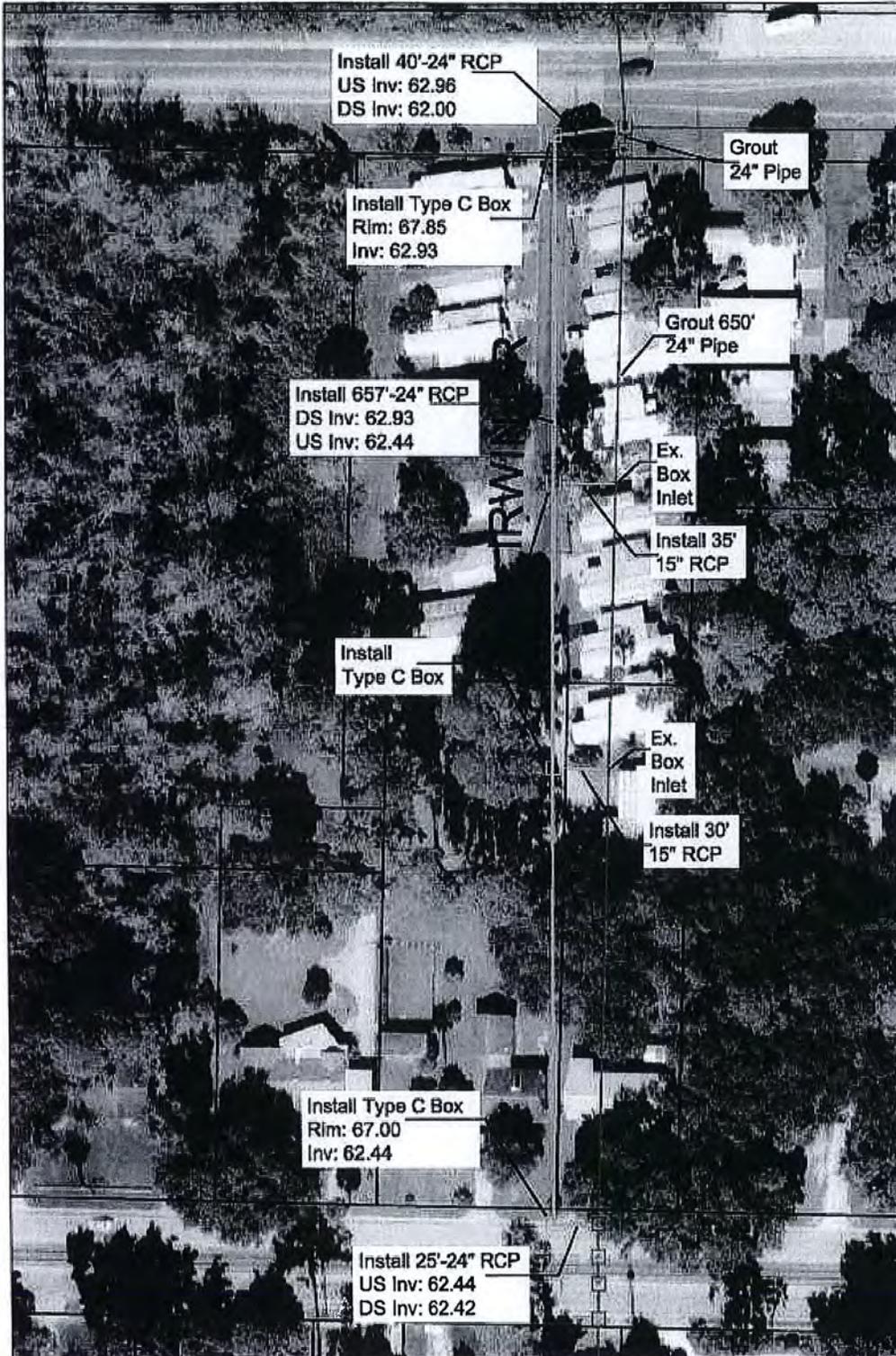
### **Improvement Option 3**

This improvement entails routing the stormwater to the southern wetlands and installing a new stormwater pipe as an outlet for the wetlands. This option would use the wetland as part of the stormwater conveyance system and would route the flow around the mobile home park. It would also provide stormwater treatment prior to discharging to Lake Dora. Included with this option is the upsizing of the stormwater pipe leading to the southern wetlands and the grouting and abandonment of the existing 24" VCP. Figure 10 shows the improvements for this option.

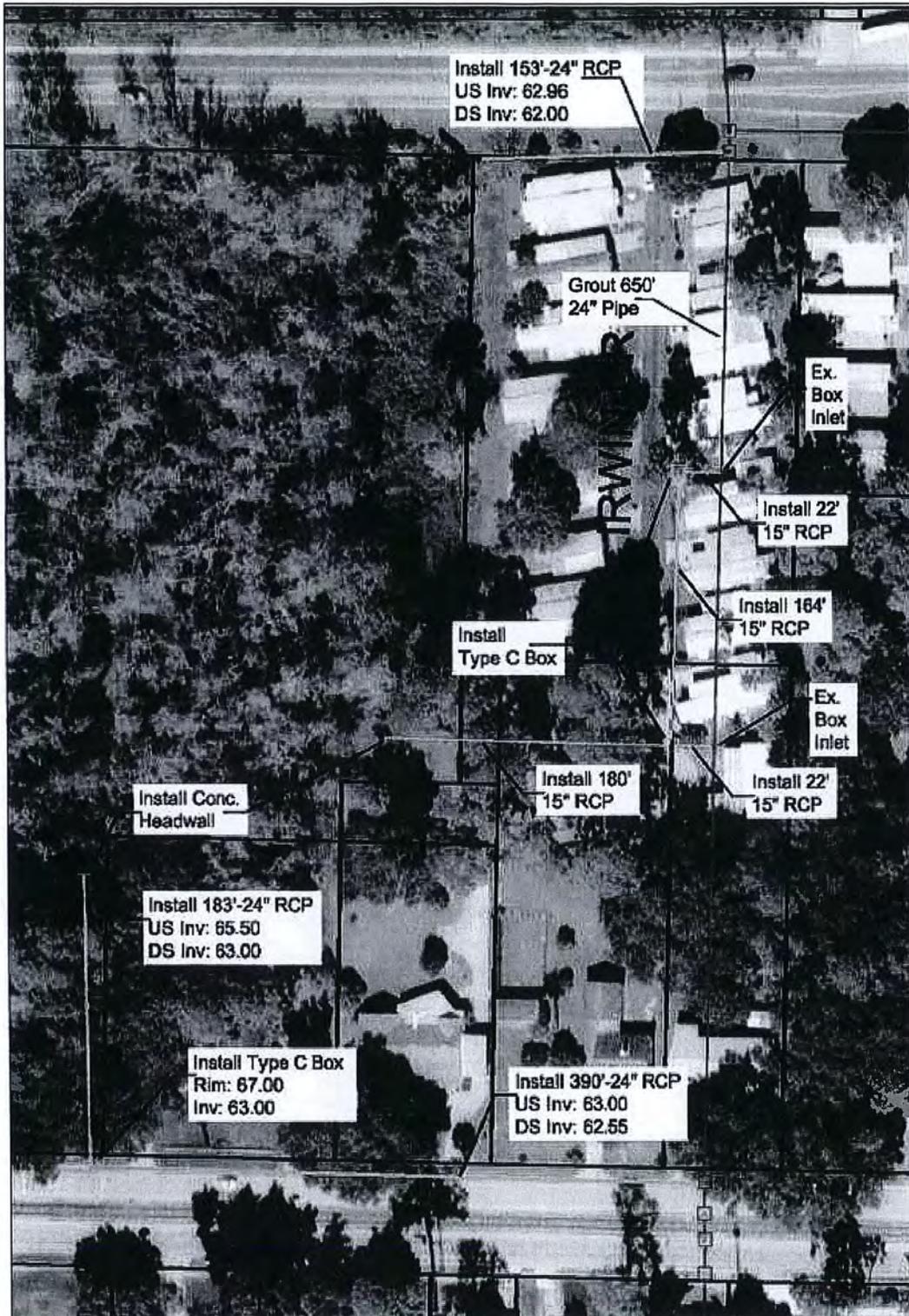
• Figure 8 - Improvement Option 1



• Figure 9 - Improvement Option 2



• Figure 10 - Improvement Option 3



## COST ESTIMATE

The estimated construction cost for Option 1 is shown in Table 3.

• Table 3 - Option 1 Cost Estimate

| ITEM DESCRIPTION    | QUANTITY | UNITS | UNIT COST  | AMOUNT          |
|---------------------|----------|-------|------------|-----------------|
| MOBILIZATION & BOND | 1        | LS    | \$1,000.00 | \$1,000         |
| INLET MODIFICATION  | 1        | LS    | \$750.00   | \$750           |
| 24" SLIP LINING     | 650      | LF    | \$100.00   | \$65,000        |
| 10% CONTINGENCY     |          |       |            | \$6,675         |
| <b>TOTAL</b>        |          |       |            | <b>\$73,425</b> |

The estimated construction cost for Option 2 is shown in Table 4.

• Table 4 - Option 2 cost Estimate

| ITEM DESCRIPTION         | QUANTITY | UNITS | UNIT COST  | AMOUNT           |
|--------------------------|----------|-------|------------|------------------|
| MOBILIZATION & BOND      | 1        | LS    | \$1,000.00 | \$1,000          |
| LAYOUT & AS-BUILTS       | 1        | LS    | \$1,000.00 | \$1,000          |
| EROSION CONTROL          | 1        | LS    | \$500.00   | \$500            |
| STORM DEMO & TIE-IN      | 1        | LS    | \$3,600.00 | \$3,600          |
| TYPE C INLET             | 3        | EA    | \$1,500.00 | \$4,500          |
| TYPE C INLET w/ WEIR     | 1        | EA    | \$2,800.00 | \$2,800          |
| 15" RCP                  | 65       | LF    | \$40.00    | \$2,600          |
| 24" RCP                  | 722      | LF    | \$48.00    | \$34,656         |
| 24" PIPE GROUTING        | 650      | LF    | \$31.00    | \$20,150         |
| ROAD DEMO & REPAIR       | 400      | SY    | \$70.00    | \$28,000         |
| SURVEY, DESIGN, BID, CEI |          |       |            | \$20,000         |
| 10% CONTINGENCY          |          |       |            | \$12,000         |
| <b>TOTAL</b>             |          |       |            | <b>\$130,806</b> |

The estimated construction cost for Option 3 is shown in Table 4.

• Table 5 - Option 3 cost Estimate

| OPTION 3 - CONSTRUCTION COST ESTIMATE |          |       |            |                  |
|---------------------------------------|----------|-------|------------|------------------|
| ITEM DESCRIPTION                      | QUANTITY | UNITS | UNIT COST  | AMOUNT           |
| MOBILIZATION & BOND                   | 1        | LS    | \$1,000.00 | \$1,000          |
| LAYOUT & AS-BUILTS                    | 1        | LS    | \$1,000.00 | \$1,000          |
| EROSION CONTROL                       | 1        | LS    | \$500.00   | \$500            |
| STORM DEMO & TIE-IN                   | 1        | LS    | \$3,600.00 | \$3,600          |
| TYPE C INLET                          | 3        | EA    | \$1,500.00 | \$4,500          |
| HEADWALL                              | 3        | EA    | \$1,200.00 | \$3,600          |
| 15" RCP                               | 389      | LF    | \$40.00    | \$15,560         |
| 24" RCP                               | 154      | LF    | \$48.00    | \$7,392          |
| 24" PIPE GROUTING                     | 650      | LF    | \$31.00    | \$20,150         |
| ROAD DEMO & REPAIR                    | 200      | SY    | \$70.00    | \$14,000         |
| SURVEY, DESIGN, PERMIT, BID, CEI      |          |       |            | \$29,000         |
| WETLAND IMPACT MITIGATION *           |          |       |            | \$50,000         |
| 10% CONTINGENCY                       |          |       |            | \$15,000         |
| <b>TOTAL</b>                          |          |       |            | <b>\$165,302</b> |

\* Cost of mitigation may vary from estimate

## **CONCLUSION**

The estimated costs for Options 1, 2 & 3 are basic estimates for the identified improvements. They are not based on detailed construction plans. The costs presented in this report should be used for comparative purposes and general budgeting. Also, Options 1 & 2 would be considered as maintenance activities and would not be subject to permitting with the Water Management District. Option 3 would need to be permitted and would involve wetland impacts and mitigation.

Based on the estimated costs for the three alternatives, Option 1 would be the lowest cost. It would, however, keep the storm pipe under the residential structures and would not eliminate the sag in the line. Option 2 would improve the hydraulics of the system and also move the storm line from under the homes. It could also be implemented as a maintenance activity. Option 3, unlike Options 1 & 2, would provide stormwater treatment prior to discharging to Lake Dora. It would, however, involve a much greater design and permitting effort due to the wetland impacts.

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 7, 2015**

**AGENDA TAB NO. 7**

**SUBJECT TITLE: Tavares Square (Clerks Building) project update**

---

**OBJECTIVE:** To present an update of the Tavares Square Project

**SUMMARY:** There are two aspects of this project that are being updated. One (1) is the proposal process for redevelopment and the second (2<sup>nd</sup>) is the demolition progress.

The request for proposals (RFP) solicitation was published on August 30<sup>th</sup>, 2015 with a due date of October 30<sup>th</sup> 2015. The notice was advertised in local newspapers as well as regional, national and international publications which attracted the attention of various interested parties. For example the Orlando Chinese Chamber Of Commerce has requested proposals packages to distribute in China to solicit additional competitive proposals for consideration at their upcoming trade mission to China. Calls from around the United States, Canada, England, Taiwan, India and Australia have been received requesting additional information. A public non mandatory informational meeting was held on Tuesday September 29<sup>th</sup> at which a few people attended virtually through the internet and only a handful attended in person. Mr. Drury delivered a power point presentation on Tavares, its Brand, and the proposal process. Once proposals are received at the end of October, they all will be presented to City Council for further review.

The demolition project is proceeding well. The asbestos removal is underway. Fire suppression and Freon have been removed. The electric, sewer, and water services have been terminated. The large historical plaque was carefully removed by City Public Works staff and is stored at Public Works. A professional photograph of the mural has been taken as well. The Generator has been sold for \$25,000 and will be removed in two weeks. The demolition of the structure will also begin in two weeks and take one week to complete. Removal of rubble and grading of the area will take an additional three (3) weeks. This puts the project complete around the middle of November.

**OPTIONS:** N/A

**STAFF RECOMMENDATION:** No action required. This is for informational purposes.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:** Yes

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 7, 2015**

**AGENDA TAB NO. 8**

**SUBJECT TITLE: Request Council's Approval to Ratify Disposals for Obsolete Vehicles And Equipment**

---

**OBJECTIVE:**

To request Council to ratify equipment disposals for auction of surplus vehicles and equipment that have become obsolete and that have reached their useful life.

**SUMMARY:**

The City had eight vehicles, two pick-up beds, and two generators that had been identified as surplus property. These items had also been identified for disposal due to age, wear and tear, non performance, rising repair cost, or become obsolete for City operational use. Replacement parts were difficult to locate or not accessible. The Fleet Manager recommended disposal of these items.

These items had been stored for an extended period of time at the Caroline Water Plant location and had presented storage deficiencies for operational equipment as well as safety concerns, thus these vehicles were presented for Public Auction through Gov Deals on-line auctions. Once all items have been auctioned off, funds will be deposited into the General Fund Reserves. This process generally realizes 110% of the blue book value for used vehicles.

Florida statutes section 274.07 states that equipment and property disposals shall be included in the minutes of the governmental unit

| <b>Item Description</b>                          | <b>Serial Number</b> | <b>Equipment Type</b>        | <b>Mileage</b> |
|--|----------------------|------------------------------|----------------|
| 1978 GMC Fire Truck, brush truck                 | TCE668V607291        | Fire Trucks<br>Trucks, Heavy | 122,786        |
| 1993 Ford F-350 XL Reg. Cab DRW 2WD              | 1FDK37M4PNB23889     | D                            | 125,164        |
| 1996 Ford F-250 XL HD Reg. Cab 2WD               | 1FDHF25H1TEA83386    | Trucks, Light D              | 141,325        |
| 1995 Ford F-250 XL HD Reg. Cab 2WD               | 1FTHF25H5SNB72557    | Trucks, Light D              | 126,621        |
| 2002 Ford F-250 SD XL 2WD                        | 1FTNF20L62EC19075    | Trucks, Light D              | 200,558        |
| 1995 Ford Crown Victoria Police Interceptor      | 2FAFP71W33X181446    | Automobiles                  | 98,476         |
| 2 Ford pick up body beds                         | Trucks, Light D      | Trucks, Light D              | n/a            |
| SCRAP Katolite Used Generator                    | 96214 T-36616        | Electrical Supp              | n/a            |
| SCRAP Katolite Used Generator                    | AD104098SJD          | Electrical Supp              | n/a            |
| Chevrolet Impala (had been donated from Sheriff) | 2G1WF55K629223158    | Automobiles                  | 149,084        |
| Chevrolet Impala (had been donated from Sheriff) | 2G1WF55K939410492    | Automobiles                  | 174,017        |
| Chevrolet Impala (had been donated from Sheriff) | 2G1WF55K139249944    | Automobiles                  | 162,399        |

**Options:**

1. Move to Approve the attached listing of surplus items and ratify authorization of these items for sale through an online auction.
2. Do Not Approve and ratify.

**STAFF RECOMMENDATION:**

Option 1: Move to Approve the attached listing of surplus items and ratify authorization of these items for sale through an online auction.

**FISCAL IMPACT:** Monies collected will be deposited in the General Reserves.

**Funding Source:** N/A

**LEGAL SUFFICIENCY:** Legally sufficient

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 7, 2015**

**AGENDA TAB NO. 9**

**SUBJECT TITLE: AMENDED -- Expanded Use of Pavilion by Tavares Schools (elementary, middle, and high schools)**

---

**OBJECTIVE:** To consider a policy to provide unlimited free usage of the Tavares Pavilion on the Lake to the Tavares Public schools for fund raising activities.

**SUMMARY:** On August 5, 2015, Sharon Couture of the Middle School and High School Band Boosters approached Council regarding waiving the fee of the Pavilion for a fundraising activity. Attached is the application submitted by Ms. Couture.

Following that presentation, at the City Council meeting on August 19, 2015, City Council members requested that staff bring forth a policy that provides for unlimited free usage of the Tavares Pavilion on the Lake to Tavares public schools (elementary, middle, and high schools) for fund raising activities.

Currently, a similar policy exists that allows for a 25% discounted rate to the Tavares Public schools for activities by school groups, clubs, and organizations, etc. that have been authorized by the principal. This discount is extended on an unlimited basis.

The current policy includes the following:

- All public schools in Tavares are eligible for the discount
  - Tavares Elementary, Middle, and High
- Bookings scheduled Mon-Thurs only and as the building is available
- 25% discount
- Require an eligibility listing annually from each principal (which clubs/groups are authorized by the schools)
- Interaction with school groups will be "Business as usual"
  - Only Preferred Caterers are used at these events
  - 7-day courtesy hold will be granted at which time a contract and a deposit must be received or date will be released to the public
  - A security deposit and the remaining payment is due in full 60 days prior to event
  - The rental block is as stated, however, additional hours may be purchased
  - Reservations may be made up to one-year in advance

Historically and currently, all schools within the Lake County School system have unlimited, free use of these city facilities:

- the Tavares Civic Center
- the Ingraham Center
- the TRA room

The Tavares High School has unlimited, free use of the Fred Stover baseball and softball complex.

Additionally, the city provides in-kind and/or monetary support to the Lake County School Board's following cultural and fundraising events:

- the Renaissance Faire
- No Duck Left Behind fund raising event
- and the most recent, children's arts and cultural event in Wooton Park.

**OPTIONS:**

- 1) Approve a policy for free use for fund raising activities
- 2) Approve a discount policy for school fund raising activities similar to the current discount policy at a 25% discounted rate
- 3) Do not approve either option

**STAFF RECOMMENDATION:** That Council moves to approve a discount policy that makes the use of the Tavares Pavilion on the Lake available to groups, clubs and organizations from Tavares elementary, middle and high schools, which have been authorized by the principal, for various activities and fund raising events at a 25% discounted rate.

**FISCAL IMPACT:** Based on requests received

**LEGAL SUFFICIENCY:** Legally sufficient

# *Tavares Music Program*



## Overview / History

The music programs at Tavares High and Tavares Middle Schools represent more than 500 students in grades 6 through 12. The diversity of the children mirrors that of our community and their talent and passion for music drives them to succeed in the music programs offered at the schools and other beneficial programs throughout our community.

The core values of the Tavares Music programs are presented to the students as BIG RED (**B**rotherhood **I**ntegrity **G**enerosity **R**espect **E**nergy **D**isциплиne) and LIL RED (Tavares High and Middle, respectively). Each letter represents characteristics that students must practice and embrace along with the District's Student Code of Conduct. This value system guides the students to become better musicians, students, mentors and leaders.

Tavares Music Programs begin in August with band camps and conclude in June with graduations. In between, there are more than 30 events with performances annually (e.g., football games, concerts, parades). The Programs have won numerous awards throughout the years and is one of the most highly respected in the District (and beyond). Each year, many of the Program's students audition for and are selected to represent Tavares High and Middle Schools (and the City of Tavares) in All District Concert and Jazz Bands, Solo and Ensembles, and a few at the All State level.



## Need

During the past decade, music and art programs at public schools in Lake County have had their budgets severely reduced or eliminated leaving the survival of these important programs to depend on Booster organizations to raise the needed funding. The Band Booster programs at Tavares High and Tavares Middle Schools raise more than \$100,000 annually to support these important programs.

Many of Tavares students (and families) have financial challenges (almost half of the student population are registered for the free or reduced fee lunch program). To pursue higher education, most will rely on scholarships and low interest loans.

The Tavares Music Program better prepares these students not only for music scholarships, but also academic. Music / Arts programs have been proven beyond reproach to increase academic performance at all grade levels. Students participating in Tavares Music Programs consistently have above average GPA's when compared to other students in their schools. Many of these students will pursue careers in music, but they have also overwhelmingly chosen to further their education in science and math disciplines.

The school's population at Tavares High School (more than 1,200 students) includes 31 percent minorities. The school has consistently performed well on Florida State Assessment tests, exceeding State and District averages in Mathematics and Reading. An overview of test scores and student body information is attached for review.

Band Families overwhelmingly participate and assist with the needs of their own child and other students. Parents regularly volunteer as chaperones while also assisting with events, logistics, administration and planning. Their contributions help reduce their student's commitment fees, which average \$350 annually. Fundraising opportunities are scheduled throughout the year for students to raise funds for their fees, too. This is an important option for students to learn the value of their commitment and truly take ownership of the value.

### **Tavares Music Program**

#### **Marching Season (August thru November):**

- 5 Home Football Games
- 2 Away Football Games (Eustis and Leesburg)
- 1 Away Football Game (Pep Band at South Sumter)
- 2 Marching Competitions

#### **Holiday Season (December):**

- 2 Parades (Tavares and Howey in the Hills)
- 2 Winter Prism Concerts at THS
- 2 Winter Prism Concerts at TMS

#### **Spring Concert / Jazz Season (January thru May):**

- 2 Spring Prism Concerts at THS
- 2 Spring Prism Concerts at TMS
- 2 Jazz Concerts (annual events / calendar flexible to add more)
- 1 Jazz Festival (Lakeside / Volusia County)
- Graduation at THS

#### **All District - Middle and High Schools in Lake, Marion and Sumter Counties (January thru April):**

- 1 All District Concert Band Performance and Audition (selections made thru auditions)
- 1 All District Jazz Band Performance and Audition (selections made thru auditions)
- 1 FBA District Jazz MPA (February)
- 1 FBA District Concert MPA (March)
- 1 FBA District Solo / Ensemble (2-day event hosted by THS)



All State (March thru April):

- 1 State Solo / Ensemble (TBD)
- 1 FBA State Concert (TBD)

### **Other Programs**

Color Guard / Majorettes

The Color Guard and Majorettes choreograph complex routines that require great skill and practice to compliment the Program. Members also compete in Solo / Ensemble competitions.



Mentoring

Members of Tavares High Music Programs regularly visit Tavares Middle to assist the Director with one on one and ensemble instructions for all band programs (Beginner, Intermediate, Advanced and Jazz).

Leadership

Freshman, Sophomores and Juniors are invited to interview for the Tavares High Music Program Leadership Team at the end of each school year. The Leadership Team's structure is based on the military hierarchy with Colonels selected as overall leaders followed by Captains and Lieutenants. The Team participates in leadership training and exercises scheduled once school is released for the summer where lessons focus on learning skills necessary to lead others and ensure the program's success.

### **Partnership Support from City of Tavares**

The goal for the Tavares Music Program is to support, strengthen, and expand the benefits of the program to all participating students while promoting the City of Tavares partnership with recognition and participation. The following highlights the Program's different parts and opportunities for recognition of supporters and sponsors.

The Tavares Music Program calendar follows the school calendar, beginning on July 1 and concluding on June 30. Students may register for classes during the school day, but also must commit to attending practices twice a week (Tuesdays and Thursdays) from 5:30 to 8:30 p.m. The practices are scheduled to not conflict with after school athletic practices and/or games.

The Tavares Music Program respectfully requests the following from the City of Tavares:

1. Participation in the City's Annual Holiday Parade and Concert Events
2. Reserve the Pavilion to host the Tavares Music Program's Annual Dinner and Jazz event (Date TBD / April 2016), which would include the following:

- Waiving of usage fee (event would be scheduled on a Thursday to ensure the City does not lose significant revenue for weekend reservations).
  - Allowance of Tavares High School Culinary program to cater event (deposit would be provided to ensure facility is left in approved manner).
  - Assist with procuring auction items (e.g., seaplane experiences).
3. Allow the Tavares Music Program to have vendor space (free of charge) to fundraise and build awareness of its programs in other City of Tavares events (e.g., Planes, Trains & BBQ,

In addition to being recognized for the Scheduled Events and Other Programs, the City of Tavares would be recognized as Presenting Sponsor for the Annual Dinner and Jazz event (with co-Presenting Sponsor TBD).

### **Closing**

By investing in the Tavares Music Program, the City of Tavares affirms its commitment to support valuable programs that not only benefit hundreds of students, but also the community. A partnership between the Tavares Music Program and City of Tavares will assist the City in promoting Tavares Schools while showcasing successful and award winning programs that businesses and families look for when considering opening a business or purchasing a home.

Tavares High School will celebrate 90 years of educating and preparing students in 2016. The celebration would not be complete without the City of Tavares and the Tavares Community.



## **Tavares Bands**

**Directors of Bands:**

Andrew Dubbert- *THS* & Victoria Warnet- *TMS*



**Thank you for your support**

**Board Approved:  
January 26, 2015**

**LAKE COUNTY SCHOOLS  
2015-2016  
STUDENT CALENDAR  
(180 DAYS)**

|           |  |   |                   |               |
|-----------|--|---|-------------------|---------------|
| AUGUST    | August 24  | First Day of Classes (Monday)<br>First Grading Period Begins  | 6 days            |               |
| SEPTEMBER | September 7  | Labor Day / Student Holiday (Monday)  | 21 days           |               |
| OCTOBER   | October 22<br>October 23<br>October 26<br>October 27                           | End of First Grading Period (Thursday)<br>Non-Student Day / <i>Teacher Professional Development Day</i> (Friday)<br>Non-Student Day / Teacher Work Day (Monday)<br>Classes Resume (Tuesday)<br>Second Grading Period Begins                       | 16 days<br>4 days | Total 43 Days |
| NOVEMBER  | November 11<br>November 23-27  | Veteran's Day / Student Holiday (Wednesday)<br>Thanksgiving Holiday / Student Holiday (Monday - Friday)<br>(Monday - Tuesday / Storm Make-Up Days)  | 15 days           |               |
| DECEMBER  | December 21-31   | Winter Break  | 14 days           |               |
| JANUARY   | January 1<br>January 4<br>January 18<br>January 22<br>January 25<br>January 26 | Winter Break (Friday)<br>Classes Resume (Monday)<br>Martin Luther King, Jr., Birthday / Student Holiday (Monday)<br>End of Second Grading Period (Friday)<br>Non-Student Day / Teacher Work Day (Monday)<br>Third Grading Period Begins (Tuesday) | 14 days<br>4 days | Total 47 Days |
| FEBRUARY  | February 15  | Presidents' Day / Student Holiday (Monday)  | 20 days           |               |
| MARCH     | March 21-25<br>March 28  | Spring Break (Monday-Friday)<br>Classes Resume (Monday)   | 18 days           |               |
| APRIL     | April 7<br>April 8<br>April 11   | End of Third Grading Period (Thursday)<br>Non-Student Day / Teacher Work Day (Friday)<br>Fourth Grading Period Begins (Monday)  | 5 days<br>15 days | Total 47 Days |
| MAY       | May 30   | Memorial Day / Student Holiday (Monday)   | 21 days           |               |
| JUNE      | June 9   | Last Day of Classes (Thursday)<br>End of Fourth Grading Period<br>(Friday / Storm Make-Up Day)  | 7 days            | Total 43 Days |

**Student Days**

1st Nine Weeks - 43  
2nd Nine Weeks - 47  
3rd Nine Weeks - 47  
4th Nine Weeks - 43  
Total 180

Home > [Best High Schools](#) > [Florida](#) > [Districts](#) > [Lake County Schools](#) > [Tavares High School](#) > Student Body

# Tavares High School Student Body

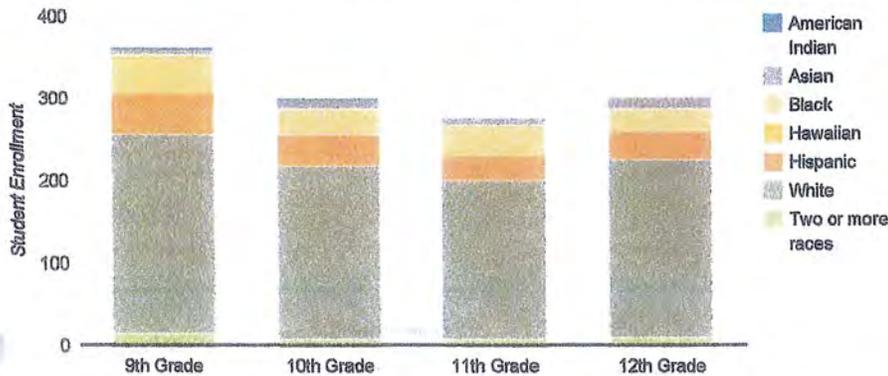
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[OVERVIEW](#) | 
 [STUDENT BODY](#) | 
 [TEST SCORES](#)

## Student Body

### Class

These details on the school's student body are based on data reported to the government.



|                  |                     |
|------------------|---------------------|
| Total Enrollment | <b>1,237</b>        |
| 9th Grade        | <b>361 Students</b> |
| 10th Grade       | <b>299 Students</b> |
| 11th Grade       | <b>276 Students</b> |
| 12th Grade       | <b>301 Students</b> |

### Student Diversity

This is the breakdown of ethnicity and gender of a school's student body, based on data reported to the government.

### Ethnicity/Race

|  |             |
|--|-------------|
| Total Minority Enrollment (% of total)                 | <b>31%</b>  |
| American Indian/Alaskan Native Enrollment (% of total) | <b>0.2%</b> |
| Asian Enrollment (% of total)                          | <b>3%</b>   |
| Black Enrollment (% of total)                          | <b>11%</b>  |
| Hawaiian Native/Pacific Islander (% of total)          | <b>0.2%</b> |
| Hispanic Enrollment (% of total)                       | <b>12%</b>  |

|   |     |
|---|-----|
| White Enrollment (% of total)             | 69% |
| Two or More Races Enrollment (% of total) | 3%  |

## Gender

|                     |     |
|---------------------|-----|
| Male (% of total)   | 48% |
| Female (% of total) | 52% |

## Economically Disadvantaged Students

These are the percentages of the school's students eligible for free or reduced-price lunch, based on data reported to the government.

|   |     |
|---|-----|
| Free Lunch Program (% of total)               | 34% |
| Reduced-Price Lunch Program (% of total)      | 8%  |
| Total Economically Disadvantaged (% of total) | 43% |

Data are based on the 2012-2013 school year.  
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Home > Best High Schools > Florida > Districts > Lake County Schools > Tavares High School > Test Scores

# Tavares High School Test Scores

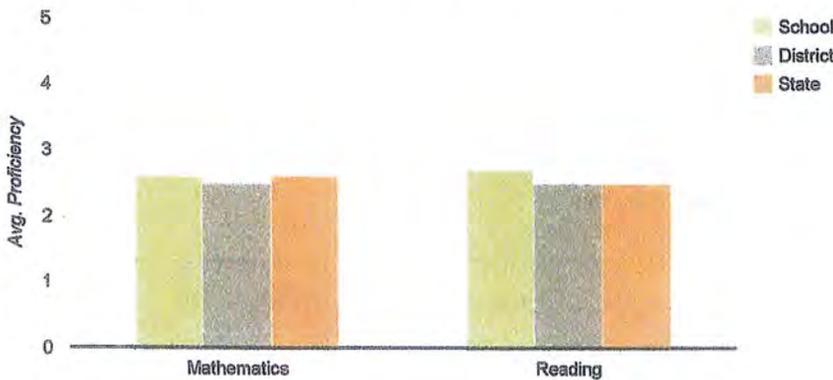
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## Test Scores

### Subject Proficiency Testing

Student exit exams receive grades among multiple proficiency levels established by the state. These figures display how the school as a whole performed in different subjects.



### Reading Proficiency Distribution

Reading proficiency is determined by student results on the school's Florida Comprehensive Assessment Test or End-of-Course Assessments.

|                    |     |
|--------------------|-----|
| Below Basic        | 16% |
| Basic              | 35% |
| Proficient-Level 3 | 23% |
| Advanced-Level 4   | 20% |
| Advanced-Level 5   | 6%  |

### Mathematics Proficiency Distribution

Mathematics proficiency is determined by student results on the school's Florida Comprehensive Assessment Test or End-of-Course Assessments tests.

|                    |     |
|--------------------|-----|
| Below Basic        | 14% |
| Basic              | 31% |
| Proficient-Level 3 | 39% |
| Advanced-Level 4   | 13% |
| Advanced-Level 5   | --- |

## Overall Student Performance

This measures overall student performance on state exams. The calculations by U.S. News were the first of two steps in determining which schools received at least a bronze medal.

|   |      |
|---|------|
| State Test Performance Index                      | 82.9 |
| Gap Between Actual and Expected Performance Index | -2.3 |

## Disadvantaged Student Performance

This measures the proficiency on state exams among typically underperforming subgroups. The calculations by U.S. News were the second of two steps in determining which schools received at least a bronze medal.

|   |       |
|---|-------|
| Percentage of Disadvantaged Students Who Are Proficient     | 41.4% |
| Percentage of Non-Disadvantaged Students Who Are Proficient | 58.3% |
| Gap Between Disadvantaged and Non-Disadvantaged Students    | -16.8 |
| Gap Between School and State Among Disadvantaged Students   | -2.2  |

## College-Ready Student Performance

High school students take AP® and IB exams to earn college credit and demonstrate success at college-level course work. U.S. News calculated a College Readiness Index based on exam participation rates and percentages of students passing at least one exam. The index determined which types of medals (gold, silver or bronze) were awarded to top-performing schools.

|                         |      |
|-------------------------|------|
| College Readiness Index | 24.8 |
| Exam Used for Index     | AP®  |

## Advanced Placement® (AP®) Student Performance

Many U.S. higher educational institutions grant credits or advanced placement based on student performance on AP® exams. This shows this school's student participation and performance on these exams if data were available.

|  |     |
|--|-----|
| Participation Rate                     | 38% |
| Participant Passing Rate               | 55% |
| Exams Per Test Taker                   | 3.5 |
| Exam Pass Rate                         | 49% |
| Quality-Adjusted Participation Rate    | 21% |
| Quality-Adjusted Exams Per Test Passer | 1.7 |

Data are based on the 2012-2013 school year.

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
DATE OF MEETING: October 7, 2015**

**AGENDA TAB NO. 10**

**SUBJECT TITLE: Reappointment to Lake Community Action Agency**

---

**OBJECTIVE:**

The Mayor will make his reappointment to the Lake Community Action Agency.

**SUMMARY:**

The Lake Community Action Agency has requested reappointment of the Mayor's representative. Art Swanton was appointed to fill the vacancy last year and has agreed to be reappointed.

**OPTIONS:**

- 1) Approve the Mayor's appointment
- 2) Do not approve the Mayor's appointment

**STAFF RECOMMENDATION:**

**N/A**

**FISCAL IMPACT: N/A**

**LEGAL SUFFICIENCY:**

Legally sufficient.



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# LAKE COMMUNITY ACTION AGENCY, INC.

*"Caring and Sharing"*

501 North Bay Street • Eustis, Florida 32726  
 (352) 357-5550 • (352) 357-3497 • (352) 357-7070  
 FAX (352) 483-2298 • <http://www.lakecaa.org/>

**Executive Director:**  
 James H. Lowe, CCAP

July 8, 2015

Mayor Kirby Smith  
 City of Tavares  
 P O Box 1068  
 Tavares, FL 32778-1068

Dear Mayor Smith:

The City of Tavares has been selected again this year to help represent the Public Sector of the Lake Community Action Agency, Inc., Board of Directors.

Mr. Art Swanton may continue for another year or perhaps you may wish to nominate another person, representing the Mayor.

According to our by-laws a public official who is appointed by his/her colleagues to serve may select a representative to serve in his/her place or in his/her absence. These representatives need not be public officials themselves, but they shall have full authority to act for the public officials whom they represent at meetings of the Board.

Please provide us with the name, telephone number, email address and mailing address of the person who will represent your elected public official when he/she cannot attend board meetings.

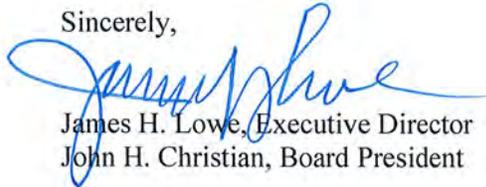
It is our desire that responsible leaders from businesses, public officials, education, industry, labor, religion, significant minority groups, and other major activities and interest join with us in the challenging work of helping people attain self-sufficiency.

Your elected member will be presented as a nominee to the LCAA Board of Directors at its Annual Board of Directors Dinner/Awards Meeting on Friday, November 6, 2015 at 6:30 p.m. at the Eustis Community Center in Eustis.

Please complete and return one of the enclosed forms not later than October 15, 2015.

Thank you.

Sincerely,



James H. Lowe, Executive Director  
 John H. Christian, Board President

**Programs:**

Head Start • Early Headstart • Community Services Block Grant • Weatherization • Emergency Assistance • Summer Food  
 Low Income Home Energy Assistance • Family Resource Programs • Home Repairs • Mid-Florida Homeless Coalition • Family Self-Sufficiency  
 Individual Development Account (IDA) • Volunteer Income Tax Assistance (VITA) • Voluntary Pre-Kindergarten (VPK) • Kids Care Coalition

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
OCTOBER 7, 2015**

**AGENDA TAB NO. 11**

**SUBJECT TITLE: Wayfinding Program-Signage Update**

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**OBJECTIVE:**

To update City Council on the status of the City's Wayfinding Program.

**SUMMARY:**

The City's Wayfinding Program is comprised of directional and promotional signage along Florida's Turnpike, on State Roads and on our local roads, sidewalks and in our parking garage in our downtown. The signage supports our city's brand as "America's Seaplane City" while also leading visitors to our downtown businesses and events. Gateway features along key corridors are intended to dramatically impress upon travelers that they are entering Tavares, "America's Seaplane City." City Road Name Signs help to clearly identify destinations. Alleyway Signs provide historic character and charm to the traditional downtown. The following is an update on each of these elements.

**Turnpike Signs:** A northbound sign has now been installed along the Florida Turnpike at Exit 285. A southbound sign at Exit 289 has been approved and is scheduled for installation. These signs direct motorists to Tavares "American Seaplane City".

**FDOT Approved Wayfinding Signs:** The City of Tavares received final approval for its Wayfinding Sign Program from FDOT on July 22, 2013. This approval allows the City to install a number of "Seaplane Branded" roadside signs along state and city roads for the purpose of providing guidance and navigation information to local cultural, historic, recreational and tourist activities within our downtown. In fiscal year 2014-15, critical signs along U.S. 441 and on S.R. 19 at Main Street were prioritized and funded in that year's budget. Four signs were installed this year on U.S. 441 (at Sinclair and St. Clair Abrams intersections) and a fifth sign at S.R. 19 and Main is presently being fabricated to be attached to the Dora Canal Bridge. Six of the remaining eight signs are to be located strategically within the downtown. Two more signs are to be installed on the State Roads (intersection of S.R. 19 & Alfred and S.R. 19 at Main heading south). The estimated cost to complete the signage for FDOT Wayfinding is \$46,200. Due to their curvature, these signs must be custom fabricated. Funding for these signs was placed in "Future Projects" for this fiscal year and will be considered for completion next year. The complete Wayfinding Plan, as approved by FDOT, is attached to this summary.

**Gateway Features:** A Tavares "America's Sea Plane City" gateway feature is presently being fabricated by Don Bell Signs (see attached). This gateway feature will be constructed on the east boundary of Waterman Hospital to replace an old, dated City of Tavares sign that that has recently been removed. This new sign will be accented with neon lights to emphasize our brand and it will be angled for maximum visibility to motorists on U.S. 441. Also, a concept plan is being designed by Don Bell Signs for a second Gateway Feature at the Chris Daniels Memorial Fountain. This feature will

incorporate a realistic mockup of a traditional seaplane that matches our branding image. The concept plan will be brought for Council consideration when completed.

**Kiosk Signs:** The City has installed two freestanding kiosk signs in our downtown and a cabinet type sign in the parking garage. These signs map directions to downtown businesses and points of interest. A printed directory and location map is updated and changed once a year.

Electronic digital kiosks could be updated immediately as new businesses open. This would be a considerable improvement over our present, passive kiosks. Staff obtained an estimate of \$4,800 from Janus Advertising for installing a digital kiosk sign. Funding for two digital kiosk signs was identified in "Future Projects" for this fiscal year and will be considered for inclusion in next year's budget.

**Street Name Signs:** Since 2013, Lake County Traffic Operations has been conducting annual inspections and sign maintenance for the City of Tavares through an inter-local agreement. In the last two years, over 2,000 outdated, faded Street Name Signs have been replaced with modern FDOT approved retro reflective signs. Further, all Street Signs part of the Alfred Street project were replaced.

**Alleyway Signs:** Historic Alleyway Signs are installed as alleyways are brick-paved. To date we have improved 12 alleyways, named to commemorate prominent Tavares' residents or visitors of historic significance. A memorial describing these individuals and their contributions to Tavares is to be constructed this year in Wooton Park.

Community Development staff will continue to recommend inclusion of these wayfinding elements in future budgets until these projects are completed.

**OPTIONS:**

This agenda item is informational only. No action is required at this time.

**FISCAL IMPACT:** N/A

**LEGAL SUFFICIENCY:** N/A

**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
October 7, 2015**

**AGENDA TAB NO. 12**

**SUBJECT TITLE: City Administrator Report**

---

**OBJECTIVE:** To inform Council on city related matters.

**SUMMARY: Will be presented at meeting**

**UPCOMING MEETINGS: (check with Susie Novack for any last minute changes)**

- Regular City Council Meeting – October 21, 2015 – 4:00 pm.
- Code Enforcement Meeting – October 27, 2015 – 5:00 p.m.
- Library Board – October 21, 2015 - Library Conference Room – 2:00 p.m.
- Planning & Zoning Board – October 22, 2015 – City Council Chambers – 3:00 p.m.
- Lake Sumter MPO – October 28, 2015 – 2 p.m. MPO Board Room, Leesburg
- Lake County League of Cities Luncheon Meeting – October 9, 2015 – 12:00

**EVENTS**

- October 15, 2015 – Close Your Eyes at City Hall Flagpole – New Visions – 9:30 am to 10:30 am
- October 10, 2015 - Rocktoberfest – Wooton Park
- October 24, 2015 – Monster Splash
- October 30, 2015 – Un-BOO-Lievable Family Fall Festival
- October 31 – November 1 2015 – HydroDrags World Championships
- Z- Fest 2015 – November 7, 2015 – 9:00 a.m. – Wooton Park
- November 3, 2015 – City Election
- November 12, 2015 – Taste of Tavares – Tavares Pavilion on the Lake – 6:00 p.m.
- November 13-15 – CRA Fall Thunder Regatta
- Christmas Parade & Celebration – December 5, 2015

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**AGENDA SUMMARY  
TAVARES CITY COUNCIL  
October 7, 2015**

**AGENDA TAB NO. 12**

**SUBJECT TITLE: City Councilmembers Report**

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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

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