



**AGENDA  
TAVARES CITY COUNCIL**

**AUGUST 17, 2011  
4:00 P.M.  
TAVARES CITY HALL COUNCIL CHAMBERS  
201 E. MAIN STREET, TAVARES, FL 32778**

**I. CALL TO ORDER**

**II. INVOCATION & PLEDGE OF ALLEGIANCE**

Enrique Calandra, Chaplain, Florida Hospital Waterman

**III. APPROVAL OF AGENDA**

*(The City Council Agenda is subject to change at the time of the Tavares City Council Meeting)*

**IV. APPROVAL OF MINUTES**

Tab 1) July 13, 2011 City Council Budget Workshop Mayor Wolfe

**V. PROCLAMATIONS/PRESENTATIONS**

Tab 2) Presentation from Osprey Lodge – Groundbreaking Joyce Ross

Tab 3) Introduction of Scott Blankenship, Lake County  
Economic Development Director Bill Neron

Tab 4) Presentation from BESH Engineering on 30% Design  
Completion of Alfred Street Project Jacques Skutt

**VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE CONTACTS**

**VII. READING OF ALL ORDINANCES/RESOLUTIONS** Nancy Barnett

**VIII. CONSENT AGENDA**

Tab 5) Approval of Ranking for Special Magistrate for Code Enforcement

Stoney Lubins

IX. ORDINANCES

SECOND READING

X. RESOLUTIONS

XI. GENERAL GOVERNMENT

Tab 6) Finalize Budget for Pier & Pavilion Contract

Tammey Rogers

Tab 7) Foreclosure of Non-Homesteaded Properties with Outstanding Code Enforcement Liens

Stoney Lubins

Tab 8) Recommendation to Adjust Gazebo Rental Fees

Bill Neron

Tab 9) Proposal to Adjust Splash Park Schedule of Operations

Bill Neron

Tab 10) Change in Operational Procedure and Day for Downtown Farmers Market

Bill Neron

XII. FISCAL YEAR 2011-2012 BUDGET

Tab 11) Fiscal Year Budget 2011-12 Discussion

Lori Houghton

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. AUDIENCE TO BE HEARD

XVI. REPORTS

Tab 12) City Administrator

John Drury

Tab 13) Council Reports

City Councilmembers

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) 253-4546.

## The Language of Local Government

### Definition of Terms

**agenda** – A list of items to be brought up at a meeting.

**annexation** – The process by which a municipality, upon meeting certain requirements, expands its incorporated limits.

**bid** – Formal quotation, based on common specifications, for the provision of goods or services. Opened at public for meeting consideration and award.

**budget** – A comprehensive financial plan to sustain municipal operations during a given year with related explanation

**buffer** – A strip of land, vegetation and/or opaque wall that sufficiently minimizes the physical or visual intrusion generated by an existing or future use.

**call for the question** – Term used to end the discussion and vote on the motion.

**capital outlay** – Expenditures made to acquire fixed assets or additions to them usually made from the general fund or utility fund where the assets are to be used.

**conflict of interest** – A term used in connection with a public official's relationship to matters of private interest or personal gain and which prohibits participation in the discussion under decision.

**consent agenda** – A policy of the governing body to approve, in one motion, routine and/or non-controversial items, which can be determined prior to the meeting

**contiguous** – Sharing a common boundary.

**contingency** – An appropriation of funds to handle unexpected events and emergencies which occur during the course of the fiscal year.

**DCA** – Department of Community Affairs

**density** – The number of families, individuals, dwellings units, or housing structures per unit of land.

**development** – A physical change, exclusive of new construction and substantial improvement, to improved or unimproved real estate, including, but not limited to mining, dredging, filling, grading, paving, excavating or drilling operations.

**easement** – An interest in land owned by another that entitles its holder to a specific limited use or enjoyment

**emergency measure** – An ordinance recognized by the legislative body as requiring immediate passage.

**FDOT** – Florida Department of Transportation

**general fund** – The general operating fund of the municipality used to account for all financial resources except those required to be accounted for in a special fund.

**impact fees** – Set aside fees collected from developers to pay for infrastructure improvements. Monies used as new development further impacts the municipalities.

**infrastructure** – The facilities and systems shared or used by all citizens such as transportation, water supply, wastewater and solid waste disposal systems.

**intergovernmental agreements** – Contract between two or more public agencies for the joint exercise of powers common to the agencies.

**intergovernmental revenues** – Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

**line item** – A specific item or group of similar items defined by detail in a unique account in the financial records. Revenue, expenditure and justifications are reviewed, anticipated and appropriated at this level.

**non-conforming** – A use which does not comply with present

zoning conditions but which existed lawfully and was created in good faith prior to the enactment of the zoning provisions.

**ordinance** – An enforceable municipal law, statute or regulation which applies to all citizens within that municipality; penalty provisions may apply.

**public hearing** – Provides citizens the opportunity to express their position on a specific issue, both pro and con, as mandated by either statute or by order of proper authority after due notice.

**PUD** – Planned Unit Development

**quasi-judicial** – A governmental body that hears sworn testimony, obtains evidence and provides for cross examination of witnesses, with the decision based solely on the evidence presented.

**quorum** – The prescribed number of members of any body that must be present to legally transact business.

**request for proposals** – RFP – Notice and related information from a municipality requesting proposals for professional services.

**resolution** – A decision, opinion, policy or directive of a municipality expressed in a formally drafted document and voted upon.

**right-of-way** – Strip of land owned by a government agency over which the public has right of passage such as streets, parkways, medians, side walks, easements and driveways constructed thereon.

**Sunshine Law** – Legislation providing that all meetings of public bodies shall be open to the public (a/k/a open public meeting law).

**vacate** – To annul; to set aside; to cancel or rescind.

**variance** – Modification from the provisions of a zoning ordinance granted by a legislative body upon submission of an application and a hearing.