

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 20, 2014**

AGENDA TAB NO. 9

SUBJECT TITLE: Resolution #2014-22 - Request Authorization for the Execution and Delivery of Financing Documents for the Purchase of a Boom Mower

OBJECTIVE:

To request City Council authorization to execute financing documents for the purchase of a Boom Mower with related/required equipment, utilizing the Florida Sheriff's Bid (base purchases), Miami Gardens Bid Res 2013-72-1868, in the amount of \$154,880 with Branch Banking and Trust (BB&T)

SUMMARY:

The City included the purchase of one Boom Mower in the proposed Budget for FY2015; this vehicle was included in the proposed budget for purchase utilizing loan/lease proceeds.

On August 6, 2014, the City Council approved the Purchase of the Boom Mower in this fiscal year due to the urgent need, and authorized staff to secure a proposal from the City Depository Bank, BB&T, forgoing the RFP and Bid process to expedite the financing and purchase of the equipment.

On August 11, BB&T provided the Finance Department with a proposal for financing with the following terms:

1. The amount to be financed to purchase the equipment is \$154,880
2. The term of the financing is 5 years
3. The interest rate for the financing is 1.67%
4. No prepayment penalty
5. The financing will be qualified tax-exempt

Resolution No. 2014-23 has been prepared for City Council's approval authorizing staff to execute all necessary financing documents with the terms stated above.

Options:

Option 1: Move to Approve Resolution No. 2012-22 authorizing the purchase of one Boom Mower in the amount of \$154,880, and to authorize the Mayor, City Administrator, and the Finance Director to execute all necessary financing documents with BB&T for the Purchase of the Boom Mower in the amount of \$154,880, a rate of 1.67%, and for a term of 5 years.

Option 2: Do Not Approve.

STAFF RECOMMENDATION:

Option 1: Move to Approve Resolution No. 2012-22 authorizing the purchase of one Boom Mower in the amount of \$154,880, and to authorize the Mayor, City Administrator, and the Finance Director to execute all necessary financing documents with BB&T for the Purchase of the Boom Mower in the amount of \$154,880, a rate of 1.67%, and for a term of 5 years.

FISCAL IMPACT: Lease/loan proceeds will be used to purchase the equipment. Lease payments will occur in Fiscal Year 2015, and are included in the Draft Budget.

LEGAL SUFFICIENCY: Legally sufficient

RESOLUTION 2014 – 22

A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A FINANCING AGREEMENT, AND RELATED INSTRUCTIONS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the City of Tavares has previously authorized for the purchase and financing of heavy equipment, a Boom Mower, and the Finance Officer has now presented a proposal for the financing,

WHEREAS, the Equipment is essential for the City to perform its governmental functions; and

WHEREAS, City has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the Equipment; and

WHEREAS, the City proposes to enter into a financing agreement with Branch Bank & Trust (BB&T) for the financing,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAVARES AS FOLLOWS:

Section 1. The City Council hereby determines to finance the equipment through Branch Banking and Trust Company (BB&T), in accordance with the proposal dated August 11, 2014. The amount financed shall not exceed \$154,880, and the annual interest rate (in the absence of default or change in tax status) shall not exceed 1.67%, and the financing term shall not exceed five years from date of closing.

Section 2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. The Mayor, City Administrator, Finance Director, City Clerk, and the City Attorney of the City of Tavares are hereby authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Financing Documents. The Financing Documents shall include a Financing Agreement and an Equipment Fund (Project Fund) Agreement as BB&T may request.

Section 3. The City of Tavares shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The City of Tavares hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

Section 4. All prior actions of City officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Date: August 20, 2014

BY: _____
Name: Robert Wolfe, Mayor
Tavares City Council

ATTEST:

Nancy Barnett
City Clerk

Approved as to form:
Robert Q. Williams
City Attorney

EXHIBIT A

Description of Equipment to be Purchased

One BOOM MOWER - \$154,880 (estimated equipment cost) – 5 Year Financing Period
- Rate 1.67%

P.O. Box 714
Columbia, S.C. 29202
(803) 251-1328
Fax (803) 251-1329

August 11, 2014

Ms. Joan Giesy
City of Tavares
201 E. Main St.
Tavares, Florida 32778

Dear Ms. Giesy:

Branch Banking and Trust Company ("BB&T"), is pleased to offer this proposal for the financing requested by the City of Tavares. We understand the City will issue less than \$10,000,000 of debt in the calendar year 2014.

(1) **Project:** equipment lease purchase: boom mower

(2) **Amount To Be Financed:** \$ 154,888

(3) **Interest Rates, Financing Terms and Corresponding Payments:**

Term	Rate
5 years	1.67%

Payments shall be semi annual in arrears, as requested. See the attached amortization schedule(s) for information on payments.

The interest rates stated above are valid for a closing not later than 30 days after today. Closing of the financing is contingent upon completing documentation acceptable to BB&T and upon the condition of the property being acceptable to BB&T

All applicable taxes, permits, costs of lawyers for the City and any other costs shall be the City's responsibility and separately payable by the City. The financing documents shall allow prepayment of the principal balance in whole on a scheduled payment date without penalty.

The stated interest rates assume that the City expects to borrow less than \$10,000,000 in calendar year 2014 and that the financing shall qualify as qualified tax-exempt financing under the Internal Revenue Code. BB&T reserves the right to terminate its interest in this bid or to negotiate a mutually acceptable rate if the financing is not qualified tax-exempt financing.

(4) Financing Documents:

BB&T proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should BB&T be the successful proposer. This financing shall be secured by a first lien security interest in all personal property acquired with proceeds.

* * * * *

BB&T appreciates the opportunity to make this financing proposal and requests to be notified within five days of this proposal should BB&T be the successful proposer.

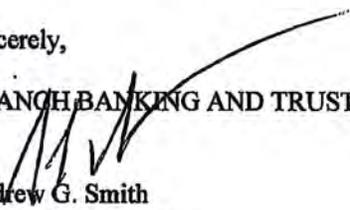
BB&T shall have the right to cancel this offer by notifying the City of its election to do so (whether or not this offer has previously been accepted by the City) if at any time prior to the closing there is a material adverse change in the City's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the City or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to BB&T. We reserve the right to negotiate and/or terminate our interest in this transaction should we be the successful proposer.

Should we become the successful proposer, we have attached the form of a resolution that your governing board can use to award the financing to BB&T. If your board adopts this resolution, then BB&T shall not require any further board action prior to closing the transaction.

Please call me at 803-251-1328 with your questions and comments. We look forward to hearing from you.

Sincerely,

BRANCH BANKING AND TRUST COMPANY


Andrew G. Smith
Senior Vice President

Enclosure

Tavares-Draft

Compound Period : Semiannual

Nominal Annual Rate : 1.670 %

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	08/11/2014	154,880.00	1		
2 Payment	02/11/2015	16,208.16	10	Semiannual	08/11/2019

AMORTIZATION SCHEDULE - Normal Amortization

Date	Payment	Interest	Principal	Balance
Loan 08/11/2014				154,880.00
2014 Totals	0.00	0.00	0.00	
1 02/11/2015	16,208.16	1,293.25	14,914.91	139,965.09
2 08/11/2015	16,208.16	1,168.71	15,039.45	124,925.64
2015 Totals	32,416.32	2,461.96	29,954.36	
3 02/11/2016	16,208.16	1,043.13	15,165.03	109,760.61
4 08/11/2016	16,208.16	916.50	15,291.66	94,468.95
2016 Totals	32,416.32	1,959.63	30,456.69	
5 02/11/2017	16,208.16	788.82	15,419.34	79,049.61
6 08/11/2017	16,208.16	660.06	15,548.10	63,501.51
2017 Totals	32,416.32	1,448.88	30,967.44	
7 02/11/2018	16,208.16	530.24	15,677.92	47,823.59
8 08/11/2018	16,208.16	399.33	15,808.83	32,014.76
2018 Totals	32,416.32	929.57	31,486.75	
9 02/11/2019	16,208.16	267.32	15,940.84	16,073.92
10 08/11/2019	16,208.16	134.24	16,073.92	0.00
2019 Totals	32,416.32	401.56	32,014.76	
Grand Totals	162,081.60	7,201.60	154,880.00	

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 20, 2014**

AGENDA TAB NO. 10

SUBJECT TITLE: Award and Accept recommended low bidder and authorize staff to negotiate contract

OBJECTIVE: To approve the recommended low bidder for the Ingraham Park Restroom Project and authorize staff to negotiate a contract.

SUMMARY: On June 3, 2014, the City of Tavares advertised an Invitation to Bid for the construction of the Ingraham Park restroom facility. Two local companies responded to the invitation with Signature Construction of Fruitland Park, Florida, being the lowest bidder at \$91,810.00. Staff reviewed the lowest bidder's proposal and identified two areas in which savings could be realized by internal staff performing the work. These two areas consisted of the following:

- City staff will install a 6" sewer lateral with cleanouts and connections to the sewer main to include any road cut / repair – savings of \$11,723.00
- City staff will remove and repair any sod or landscaping in effected area around the park – savings of \$2,500.00

The overall savings based on this value engineering equated to a \$14,223.00 reduction in the initial bid proposal, bringing Signature Construction's revised bid to a total of \$77,587.00. The Evergreen bid is still higher at \$94,998.00 after subtracting the savings identified above of \$14,223.00.

Signature Enterprises d/b/a Signature Construction Inc. P.O. Box 637 Fruitland Park, FL 34731	\$ 91,810.00 <i>initial bid</i> \$ 77,587.00 <i>revised bid</i>
Evergreen Construction Management 734 N. 3 rd Street, Suite 153 Leesburg, FL 34748	\$ 109,221.00 \$ 94,998.00 (<i>after savings</i>)

This project is funded through the FY 2013-2014 City of Tavares Park Improvement budget line item and through the Community Development Block Grant (CDBG) program. An agreement with the Lake County Board of County Commissioners to utilize the CDBG funds for the Ingraham Park restroom project was executed on March 24, 2014.

Final submission of the scope of service by this company has been reviewed by staff and by the engineer of record and has met compliance in all areas.

OPTIONS:

- 1) Approve the recommended low bidder and authorize staff to negotiate a contract
- 2) Do not approve

STAFF RECOMMENDATION: Make a motion to approve the recommended low bidder, Signature Construction, for the construction of the Ingraham Park restrooms and authorize staff to negotiate a contract.

FISCAL IMPACT: \$25,000 is appropriated in the FY 2013-2014 City of Tavares Park Improvement budget line item, and the County will provide \$75,000 through the CDBG program, thus \$100,000 is available for this project.

LEGAL SUFFICIENCY: meets sufficiency

PRE-BID MEETING AGENDA

Ingraham Park ADA Restroom Facility

City of Tavares
Tavares City Hall Council Chambers
10:00am June 3, 2014

Introduction of Staff:

City of Tavares

Mr. Scott Aldrich (Project Manager)
Mr. John Rumble (Purchasing Manager)

Dredging and Marine Consultants, LLC (Engineers)

Shailesh Patel (Senior Project Engineer)
Curtis Todd (Project Engineer)

Engineered Plans completed by:

Dredging & Marine Consultants, LLC
4643 S. Clyde Morris Blvd., Unit 302
Port Orange, FL 32129
Phone: 386-304-6505
Fax: 386-304-6506

Existing Survey completed by:

Nieto-Whittaker Surveying, LLC
562 W. Springtree Way
Lake Mary, FL 32746
Phone: 407-484-0103
Fax: 407-302-6776



Geotechnical Report completed by:

Andreyev Engineering, Inc.
1170 Minneola Avenue
Clermont, FL 34711
Phone: 352-241-0508
Fax: 352-241-0977

Project Location:

Ingraham Park at 200 S. Ingraham Avenue., City of Tavares, Lake County, Florida.

General Description of Work:

Construction of an American Disabilities Act (ADA) compliant restroom facility to include a concrete walkway and slab, utility connections, and restriping of the parking lot at Ingraham Park in Tavares, Florida.

Community Development Block Grant (CDBG) Funding:

CDBG information is located in the technical specifications, which includes funding conditions and wage rates. Wage rates must be posted on site during construction. Wage rates applies to Prime and Sub-Contractors working on the project site.

Time Frame:

The Contractor agrees that the work shall be started not later than the date indicated in the "Notice to Proceed", and all work shall be substantially completed within 90 days.

Questions on Project:

All questions should be directed in writing to John Rumble at jrumble@tavares.org by **2:00pm local time, Friday, June 13, 2014.**

Bids:

Bids are due in the City Hall by 2:00 pm by Thursday, June 19, 2014 and will be opened and publicly read aloud at the City Council Chambers, 201 East Main St, Tavares, Florida at **2:05 PM, on June 19, 2014.** Proposals must be SUBMITTED ON THE FORM FURNISHED BY THE CITY and in accordance with specifications and list of quantities desired.



This project is partially funded by a Community Development Block Grant and must comply with the Davis-Bacon Act and the Wage Rate Decision within the bid document.

Technical Aspects presented by: Curtis Todd



PRE-BID ITB 2014-0012 Ingraham ADA Restroom

PLEASE PRINT

PLEASE LEAVE BUSINESS CARDS IF POSSIBLE

Date: 3-Jun-14
 Project/Bid

Name	Company	Telephone/Fax	email PLEASE PRINT CLEARLY!!!!
Joe Collins	EVERGREEN CM	352-227-1460	JCollins@Evergreen.cm.net
JEFF MYERS	SIGNATURE CONST	352-787-8168	JEFF@SIGNATUREBUILD.NET
Marlise Wellborn	Jordan Bros	407-226-8840	info@jordancompanies.com
Teresa Dunham	Lake County Housing	742-6562	tdunham@lakecountyfl.gov
Chris Richardson	Construction 360	321-436-7740	cr_construction360@yahoo.com
JOHN RUMBLE	C.O.T.		JRUMBLE@TAVARES.CRG
S.K. PATEL	DMC	386-304-6505	spatel@dmces.com
CURT TODD	DMC	386-304-6505	CTodd@dmces.com
MARYANN KRISOVITCH	DMC	352-434-5025	mkrisovitch@dmces.com
Scott Aldrich	City of Tavares	352-742-6477	saldrich@Tavares.org



CITY OF TAVARES
MINUTES OF BID OPENING
June 19, 2014
Request for Proposals
Ingraham Park ADA Restroom Facility
Bid No. 2014-0012

TAVARES CITY HALL

PRESENT

John Rumble, Purchasing Manager
Kay Mayes, Admin Assistant, Finance

Mr. Rumble noted today's date as Thursday, June 19, 2014. This is the opening of submission packages received in response to RFP 2014-0012, Ingraham Park ADA Restroom Facility. There were two proposals received;

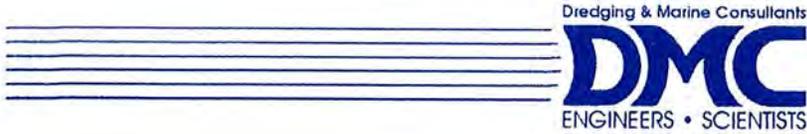
- | | | |
|----|---|--------------|
| 1) | Evergreen Construction Management
734 N. 3 rd Street, Suite 153
Leesburg, FL 34748 | \$109,221.00 |
| 2) | Signature Enterprises
d/b/a Signature Construction, Inc.
P.O. Box 637
Fruitland Park, FL 34731 | \$ 91,181.00 |

Mr. Rumble stated the packages would be forwarded to the Engineer of record for review and recommendation.

The bid opening concluded at approximately 2:10 p.m.

Respectfully submitted,

Kay Mayes
Admin Assistant, Finance



August 8, 2014

Mrs. Tamera Rogers
Community Services Director
City of Tavares
201 East Main Street
P.O. Box 1068
Tavares, FL 32778-1068

**RE: Ingraham Park Restroom Construction
Recommendation of Signature Construction, Inc.**

Dear Mrs. Rogers:

Dredging & Marine Consultants, LLC (DMC) has reviewed the bids received for the above referenced project and also verified the references. Based on the review and reference verification, DMC recommends Signature Construction Inc., being the lowest cost and qualified responsive bidder.

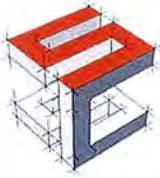
In addition, we were able to value engineer the project with the City and Signature Construction, Inc. to further reduce the original bid cost from \$91,810 to \$77,587. Please contact me should you need further clarification. Thank you.

Respectfully,
Dredging & Marine Consultants, LLC

A handwritten signature in blue ink, appearing to read 'S. Patel'.

Shailesh K. Patel, M.Sc. CPSSc.
Senior Project Manager

F:\DMC PROJECTS\070 -City of Tavares\14-070-18 Ingraham Park Restrooms Construction Recommendation.doc



SIGNATURE
CONSTRUCTION INC.
COMMERCIAL AND RESIDENTIAL

08-05-2014

City of Tavares
201 East Main Street
Tavares, Florida

Mr. J. Rumble and Mr. C. Todd,

Mr. Todd per our phone conference please find this letter our offer to work with the City of Tavares on the Ingraham Park project Bid No. 2014-0012.

In an effort to help the City value engineer this project and understand the cost structure of our proposal I offer this information.

The site work cost is high relative to the cost of the overall project approx. 30% of the bid is attributable to the site. I would suggest that the city could run the sewer lateral, handle the connection to the sewer main and the road cut and repair. This would save \$11,723.00 from our proposal. Sod and Hedge landscaping could be handled by the city saving \$2,500.00 from our proposal.

Proposal Review Bid amount \$91,810.00

6" Sewer lateral and connection with road cut deduct \$11,723.00

Sod and Hedge removal and replacement deduct \$2,500.00

Revised Bid proposal \$77,587.00

Respectfully submitted,

Jeffrey L. Myers

SCHEDULE OF BID ITEMS
PLEASE MAKE THIS THE FIRST PAGE OF YOUR SUBMITTAL
 For the **INGRAHAM PARK ADA RESTROOM FACILITY**

Accordingly, the Bidder proposes to furnish all materials, equipment, services, and labor for the completion of the project listed above in full accordance with the Contract Documents, for the following Lump Sum Amount of money:

TOTAL LUMP SUM BID AMOUNT (written in words):

SEVENTY SEVEN THOUSAND FIVE HUNDRED EIGHTY SEVEN DOLLARS and NO CENTS

PROJECT SUBSTANTIAL COMPLETION TIME: 90 days *calendar days*
PROJECT FINAL COMPLETION TIME: 120 days *calendar days*

The Bidder's breakdown of the Lump Sum Bid according to the descriptions in the following table shown below.

ITEM #	ITEM DESCRIPTION	EST. QTY.	UNIT	UNIT COST (\$)	TOTAL COST (\$)
1	Restroom Facility, As Per Plan	1	LS		60,033.00
2	Site Preparation, Grading and Sodding	1	LS		11,955.00
3	Environmental Compliance	1	LS		980.00
4	4" Concrete Walkway (5 ft. wide)	31	SY	32.00	992.00
5	3/4" Water Service line	44	LF	41.66	1,833.00
6	6" PVC Sewer Lateral with Cleanouts and Connection to the Sewer Main	174	LF		By Owner
7	Concrete and Soil Moisture Density Testing	1	LS		306.00
8	Electrical Service Connection	1	LS		202.00
9	Construction Survey and As-Built Survey/ Record Drawings	1	LS		306.00
10	ADA Parking Lot ADA Striping	1	LS		980.00
				TOTAL BID	77,587.00

***Notes:**

1. Bid amounts shall include sales tax and all other taxes and fees. All prices for materials shall be quoted as in place in accordance with the specifications and drawings therein.
2. Bidder's mobilization, bonds, insurance, general requirements, overhead and profit shall be included and pro-rated to each schedule as bid.
3. All table items must be completed to specifications included in the permits and construction plans. Permits are being secured by the CITY.
4. Unit explanation: LS = Lump Sum, SY = Square Yards, LF = Linear Feet, EA = Each

The award of the contract shall be as best serves the interest of the City of Tavares.

BID PROPOSAL TO THE CITY OF TAVARES, FLORIDA

To All Bidders: Signature Construction, Inc.

Date 6.18.2014

The undersigned declares that he has carefully examined the specifications and is thoroughly familiar with its provisions and with the quality, type and provision of services called for.

Orlando Sentinel

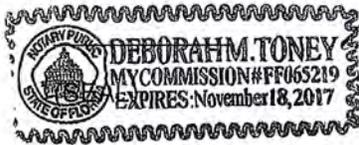
Published Daily

State of Florida } s.s.
COUNTY OF ORANGE

Before the undersigned authority personally appeared Jacqueline Lewis-Edwards, who on oath says that he/she is the Advertising Representative of the Orlando Sentinel, a daily newspaper published at **Tavares** in **Lake County**, Florida; that the attached copy of advertisement, being a **Advertisement to Bids** in the **Bid No. 2014-0012** in **Lake County**, was published in said newspaper in the issue; of **05/18/14**

Affiant further says that the said Orlando Sentinel is a newspaper published at **Tavares** in said **Lake County**, Florida, and that the said newspaper has heretofore been continuously published in said **Lake County**, Florida, daily and has been entered as second-class mail matter at the post office in **Tavares** in said **Lake County**, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

The foregoing instrument was acknowledge before me this **20** day of **May, 2014**, by Jacqueline Lewis-Edwards, who is personally known to me and who did take an oath.



Order #2388179

**ADVERTISEMENT/INVITATION TO BID:
INGRAHAM PARK ADA RESTROOM FACILITY**
BID NO. 2014-0012

Sealed bids (including three (3) copies and one digital) are invited by the City of Tavares, to be received at the office of the City Clerk, 201 East Main St., Tavares, FL 32778 so as to be received not later than 2:00 PM on June 19, 2014. Bids received after this specified time and date will not be considered. The sealed bids will be publicly opened and read aloud in the City of Tavares Council Chambers on the same date at 2:05 PM for the performance of the following work:

INGRAHAM PARK ADA RESTROOM FACILITY Per Plans and Specifications

All contractors intending to bid on the project **MUST** attend a pre-bid conference Tuesday, June 3, 2014, at 10:00 AM at the Tavares City Hall Council Chambers, located at 201 East Main Street, Tavares, FL 32778. Bidders with access to DemandStar.com can obtain the front end documents by calling 800-711-1712, or on the web at <http://www.demandstar.com>. For further information contact: John Rumble, Purchasing Manager, at Tavares City Hall, 201 E. Main St., Tavares, Florida 32778 phone: (352) 742-6131; fax (352) 742-6351.

Bidders are required to submit proposals for the above on the Bid Forms provided. No proposals may be withdrawn after the scheduled closing time for the receipt of proposals for a period of thirty (30) days. Please provide 3 copies and one digital copy. The City of Tavares reserves the right to waive informalities in any bid, to reject any or all bids with or without cause, and/or to accept the bid that in its best judgment will be in the best interest of the City.

John Rumble CPPB, FCPM
Purchasing Manager
LAK2388179 5/18/2014

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 20, 2014**

AGENDA TAB NO. 11

SUBJECT TITLE: Discuss Golf Cart Ordinance Rules & Regulations related to Drivers License and Age

OBJECTIVE:

To discuss the golf cart ordinance and rules & regulations related to driver's license and age.

SUMMARY:

At the meeting of July 16th, Mayor Wolfe asked that Council revisit the golf cart ordinance approved in 2010 and whether or not to make any changes.

Attached is the current ordinance. Golf carts cannot exceed 20 mph on city roads or 35 mph on county roads. They must meet minimum standards established by state statute and if operated before sunrise and after sundown must be equipped with headlights, brake lights, rear view mirror, turn signals and a windshield. Golf carts may be ticketed for traffic and parking violations in the same manner as motor vehicles. Drivers must be at least 16 years of age. There is no requirement for a drivers license.

At the previous meeting the following issues were discussed:

- Drivers over 16 who are unable to maintain a drivers license who are driving golf carts
- Adults driving with children on their laps
- Golf carts being driven by children under the age of 16.

OPTIONS:

- 1) Move to direct staff to bring back an amendment to the ordinance requiring a valid driver's licenses to operate a golf cart on city and county roads.
- 2) Move to make no changes to the current ordinance.

STAFF RECOMMENDATION: - That Council discuss and provide direction to staff.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY: Legally sufficient.

her possession a valid driver's license.

- (d) *Hours of operation.* Low-speed vehicles may be operated at any time.
- (e) *Compliance with traffic laws.* Low-speed vehicles shall comply with all local and state traffic laws, and may be ticketed for traffic violations in the same manner as motor vehicles.
- (f) *Enforcement.* The city shall have the authority to enforce the provisions set forth herein and applicable traffic laws, provided however, that the enforcement of additional rules and regulations established by communities in which they are operating shall be the sole responsibility of said communities.

(Ord No. 2008-05, 2-27-08)

Sec. 13-63. Operation of golf carts in the community redevelopment area.

- (a) *Definition of "golf cart".* Pursuant to F.S. § 320.01(22), a "golf cart" is defined as a motor vehicle that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of twenty (20) miles per hour.
- (b) *Authorization to operate golf carts within the community redevelopment area.* Golf carts meeting the definition set forth in subsection (a) may be operated within the boundaries of the community redevelopment area (CRA) on such streets designated therein for golf cart usage. Such signage will reference this ordinance as required by F.S. § 316.212(7).
- (c) *Equipment and minimum standards.* All golf carts operated within the community redevelopment area shall meet the minimum equipment standards established by state statutes. Golf carts that are operated between the hours before sunrise and after sunset must be equipped with headlights, brake lights, rear view mirror, turn signals, and a windshield.
- (d) *Hours of operation.* Golf carts meeting the equipment standards established in subsection (c) for operation between the hours before sunrise and after sunset, may be operated at anytime during the day or night. Golf carts that do not meet these additional standards shall only be operated during the hours between sunrise and sunset.
- (e) *Compliance with traffic laws.* Golf carts shall comply with all applicable local and state traffic laws, and may be ticketed for traffic and parking violations in the same manner as motor vehicles.
- (f) *Operation.* The number of occupants of a golf cart must equal the number of seats. No person is to stand while the golf cart is in motion.
- (g) *Enforcement.* The city shall have the authority to enforce the provisions set forth herein and applicable traffic laws.
- (h) *Conflicts.* All resolutions or parts of resolutions in conflict with any of the provisions of this section are hereby repealed. This section shall not repeal prior resolutions or provisions that established specific golf cart communities, nor prevent the establishment of additional golf cart communities within the city.

(Ord. No. 2008-05, 2-27-08, Ord. No. 2010-18, § 1 8-18-10)

Sec. 13-64. Operation of golf carts on public city roads.

- (a) *Definitions.*

Golf cart, pursuant to F.S. § 320.01(22), is defined as a motor vehicle that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of twenty (20) miles per hour.

Public city road shall mean any thoroughfare maintained by the city that is commonly used for

vehicular traffic.

- (b) *Authorization to operate golf carts on public city roads.* Golf carts meeting the definition set forth in subsection (a) may be operated on all public city roads within the city limits where the posted speed limit is thirty-five (35) miles per hour or less. Golf carts may not operate on or cross state highways unless authorized by the department of transportation pursuant to F.S. § 316.212(2).
- (c) *Equipment and minimum standards.* All golf carts operated on public city roads shall meet the minimum equipment standards established by state statutes. Golf carts that are operated between the hours before sunrise and after sunset must be equipped with headlights, brake lights, rear view mirror, turn signals, and a windshield.
- (d) *Hours of operation.* Golf carts meeting the equipment standards established in subsection (c) for operation between the hours before sunrise and after sunset may be operated at anytime during the day or night. Golf carts that do not meet these additional standards shall only be operated during the hours between sunrise and sunset.
- (e) *Compliance with traffic laws.* Golf carts shall comply with all applicable local and state traffic laws, and may be ticketed for traffic and parking violations in the same manner as motor vehicles.
- (f) *Operation.* Drivers of golf carts must be at least sixteen (16) years of age. The number of occupants of a golf cart must equal the number of seats. No person is to stand while the golf cart is in motion.
- (g) *Enforcement.* The city shall have the authority to enforce the provisions set forth herein and applicable traffic laws.
- (h) *Conflicts.* All resolutions or parts of resolutions in conflict with any of the provisions of this section are hereby repealed. This section shall not repeal prior resolutions or provisions that established specific golf cart communities, nor prevent the establishment of additional golf cart communities within the city.

(Ord. No. 2009-08, § 1, 5-20-09; Ord. No. 2010-18, § 1, 8-18-10)

Sec. 13-65. Operation of golf carts on county roads.

- (a) *Definitions.*

County road shall mean any thoroughfare maintained by the Lake County that is commonly used for vehicular traffic.

Golf cart, pursuant to F.S. § 320.01(22), is defined as a motor vehicle that is designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of twenty (20) miles per hour.

- (b) *Authorization to operate golf carts on county roads.* Golf carts meeting the definition set forth in subsection (a) may be operated on the following county roads within the city limits where the posted speed limit is thirty-five (35) miles per hour or less. Golf carts may not operate on or cross state highways unless authorized by the department of transportation pursuant to F.S. § 316.212(2).
 - (1) Alfred Street within the Community Development Area;
 - (2) Dora Avenue;
 - (3) Dead River Road;
 - (4) Other county roads that may receive future designation for this use from Lake County pursuant to F.S. § 316.212(1).

- (c)

Equipment and minimum standards. All golf carts operated on county roads shall meet the minimum equipment standards established by state statutes. Golf carts that are operated between the hours before sunrise and after sunset must be equipped with headlights, brake lights, rear view mirror, turn signals, and a windshield.

- (d) **Hours of operation.** Golf carts meeting the equipment standards established in subsection (c) for operation between the hours before sunrise and after sunset, may be operated at anytime during the day or night. Golf carts that do not meet these additional standards shall only be operated during the hours between sunrise and sunset.
- (e) **Compliance with traffic laws.** Golf carts shall comply with all applicable local and state traffic laws, and may be ticketed for traffic and parking violations in the same manner as motor vehicles.
- (f) **Operation.** Drivers of golf carts must be at least sixteen (16) years of age. The number of occupants of a golf cart must equal the number of seats. No person is to stand while the golf cart is in motion.
- (g) **Enforcement.** The city shall have the authority to enforce the provisions set forth herein and applicable traffic laws.
- (h) **Conflicts.** All resolutions or parts of resolutions in conflict with any of the provisions of this section are hereby repealed. This section shall not repeal prior resolutions or provisions that established specific golf cart communities, nor prevent the establishment of additional golf cart communities within the city.

(Ord. No. 2009-08, § 1, 5-20-09; Ord. No. 2010-18, § 1, 8-18-10)

Sec. 13-66. Reserved.

Editor's note—

Ord. No. 96-10, adopted July 24, 1996, repealed the provisions of former § 13-66, which pertained to bus stops, as derived from Code 1974, § 15.208; Ord. No. 87-22, adopted June 17, 1987.

Secs. 13-67—13-90. Reserved.

FOOTNOTE(S):

--- (3) ---

Editor's note— Ord. No. 2004-21, adopted May 19, 2004, repealed article III, sections 13-46—13-60, 13-67—13-73, in its entirety and replaced it with a new article III, sections 13-46—13-59. Former article III pertained to similar material and derived from the Code of 1974, §§ 8-110, 15.201, 15.218, 15.220-A, B, 15.221, 15.222, 15.224—15.226, 15.228—15.230, 15.231-A, 15.301, 15.302; Ord. No. 87-66, adopted May 20, 1987; Ord. No. 95-02, adopted Aug. 9, 1995; Ord. No. 96-10, adopted July 24, 1996; Ord. No. 97-02, adopted May 7, 1997; Ord. No. 98-31, adopted Nov. 18, 1998; Ord. No. 2002-16, adopted June 5, 2002; Ord. No. 2003-37, adopted Aug. 6, 2003; Ord. No. 2003-39, adopted Oct. 15, 2003; Ord. No. 2003-43, Dec. 3, 2003; Ord. No. 2004-04, adopted March 17, 2004. [\(Back\)](#)

Cross reference— Buildings and building regulations, Ch. 5; housing, Ch. 9; streets, sidewalks and other public places, Ch. 18; subdivisions, Ch. 19; zoning, Ch. 23, off-street parking and loading requirements in specific zoning districts, § 23-441 et seq. [\(Back\)](#)

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 20, 2014**

AGENDA TAB NO. 12

SUBJECT TITLE: Discuss Ordinance on Sale & Consumption of Alcoholic Beverages – Sale of Food Requirement

OBJECTIVE:

To review regulations governing the sale and consumption of alcoholic beverages in the City of Tavares.

SUMMARY:

Prior to 2009, within Tavares, the on-site sale and consumption of alcoholic beverages was only allowed in conjunction with a restaurant that derived at least 50% of its gross revenue from the sale of food.

In 2009, the City created its Downtown Waterfront Entertainment District. This District included much of our Commercial Downtown. Within this District, the City relaxed its "on premise" regulations allowing individuals to possess one opened plastic container of alcohol beverage on the streets, sidewalks, parks and squares within the District.

In 2012, the City amended its Land Development Regulations by allowing "stand alone" beer and wine bars within the Commercial Downtown (No food sales required). This resulted in a new establishment in the downtown called Boleros Wine Bar located off Ruby Street.

At present, "stand alone" bars that serve liquor ("Martini Bars" or "Bars") are not allowed within the City of Tavares.

The City of Mt. Dora allows bars in their Highway Commercial District. The City of Leesburg allows bars in their Highway Commercial District and in other commercial zonings as a conditional use. The City of Eustis allows bars in Commercial areas subject to maintaining distances from schools, churches and other bars. The County allows bars in all commercial zonings.

The Mayor has requested that the issue of either permitting bars or not permitting bars in Tavares be discussed by Council.

OPTIONS:

That City Council discusses the issue of either permitting bars or not permitting bars in Tavares.

STAFF RECOMMENDATION:

That Council discusses the issue of either permitting bars or not permitting bars in Tavares.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

This agenda item has been reviewed by the City Attorney and approved for legal sufficiency.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
AUGUST 20, 2014**

AGENDA TAB NO. 13

SUBJECT TITLE: Discuss Impact of Mobile Food Vendors Ordinance on Existing Establishments

OBJECTIVE:

To consider a request received from local restaurant owners that City Council reconsider allowing mobile food vendors in the City's downtown.

SUMMARY:

In 2008, City Council approved amendments to our Code of Ordinances that allowed the licensing of mobile food vendors in our commercial downtown. The regulations governing these were refined by two further amendments that year. Our code now allows these vendors to operate on our public downtown sidewalks provided that they comply with all applicable health regulations, hold indemnification and liability insurance, obtain a city license and comply with operational rules governing timing, space, equipment and noise generation specified in our code of ordinances.

The permitting of mobile food vendors coincided with the timing of the approval of our Downtown Master Plan that encouraged the formulation of strategies that would promote the development of new restaurants and create a more urbanized downtown core with increased pedestrian traffic. It was felt that the mobile vendors would help to increase downtown activity and that some of these vendors would prosper, grow and transition into actual restaurant owners.

The City's downtown has experienced significant economic growth over the last five years and a number of restaurants have opened. Several of these restaurant owners have submitted a letter to City Council asking that the permitting of mobile food vendors be reconsidered. It is the opinion of these owners that the mobile vendors are competing with their food establishments.

OPTIONS:

That City Council receives and discusses the letter from Downtown restaurant owners and provides staff with direction.

FISCAL IMPACT: N/A

LEGAL SUFFICIENCY:

This agenda item has been reviewed by the City Attorney and approved for legal sufficiency.

July 28, 2014

Mr. John Drury
City Administrator
City of Tavares
P.O. Box 1068
Tavares, Fla. 32778

RE: Mobile Vendors Ordinance

Dear Mr. Drury,

I am writing you today with my concerns and thoughts on the Mobile Vendors Licenses in the City of Tavares. First of all, I would like to commend you on your policies and great outlook for the City of Tavares. You have done a great job creating a pro-business feeling in the City of Tavares. You have taken the City to the next level in bringing Tavares to be one of the top cities in Florida to visit and to own a business.

The City of Tavares several years ago created an ordinance, the Mobile Vendors Ordinance, to bring people back downtown Tavares and to give the city places to eat which were lacking previously. I think the ordinance did create such an atmosphere which helped the city to grow. Now we have several restaurants and eating establishment in the event and park area that supports Tavares through improving their properties and tax base of Tavares, Namely Ruby Street Grill, O'Keefe's, Al's Landing and many more well established restaurants. In June, 2014 we saw a need for a deli and ice cream shop hence my son, Lloyd Atkins III, opened a Hershey ice cream store named Nice Dreams Ice Cream. We are working 6 days a week from 11:00 A.M. to 8:00 P.M. serving the citizen of Tavares and visitors of Tavares, especially the Water Park area, the train depot, and the event park.

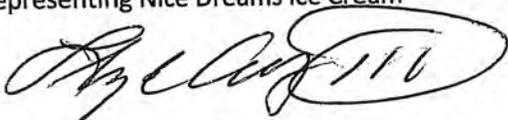
But now we are seeing a problem with street vendors who pay no property taxes and with no or very little overhead, setting up business for a few hundred ^{feet} ~~dollars~~ near the train depot and even in the park itself. These mobile vendors are only open in the "peak" periods of the day and then close. Some vendors are only open on the weekends. By licensing these vendors it takes away business from businesses that are open not only in the good times but the "off" times also. I don't believe the City of Tavares wants businesses that open only a few hours a day then close in the down time. The Mobile Vendors will eventually make good full time businesses close due to the fact that businesses can not make ends meet working against street vendors businesses that are only open in the "good" time periods. Mobile vendors could line Ruby Street's sidewalks near the train depot and water park and force businesses in downtown to close. This could create vacant building once again downtown!

I would request the city administrator, John Drury and the City Counsel of Tavares revisit the mobile vendor ordinance. I think it has done its job to bring eating establishments and people downtown but now is hurting the establishments who not only perform a service for the people of Tavares but pay taxes to the City of Tavares. I would request that the City Counsel once again look at this ordinance to determine if the ordinance is still a pro-business ordinance benefitting the people, business owners, property owners and the people of the City of Tavares.

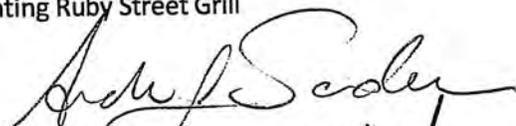
Thanking you in advance,

Sincerely,

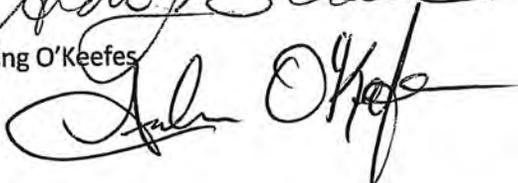
Representing Nice Dreams Ice Cream



Representing Ruby Street Grill



Representing O'Keefes



TAVARES WATER FRONT ENTERTAINMENT DISTRICT, Group LLC
Zhang

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 20, 2014**

AGENDA TAB NO. 14

**SUBJECT TITLE: Florida League of Cities Legislative Policy Committees –
City Representation**

OBJECTIVE: To designate representatives to the Florida League of Cities Legislative Policy Committees. This agenda item was deferred from the previous meeting until Councilmember Speaks could be in attendance.

SUMMARY: Each year the Florida League of Cities invites its member cities to designate representatives to participate on its legislative committees for the legislative policy process which will begin in September 2014. The meetings will be held in Orlando from 10 am to 3 pm on September 12, October 10, November 13 and at the FLC Annual Conference in August 2015.

The committees are:

Energy, Environmental & Natural Resources
Finance, Taxation & Personnel (**Lori Houghton**)
Growth Management & Economic Affairs
Transportation & Intergovernmental Relations (**Chris Thompson**)
Urban Administration (**Norman Hope**)

Currently Councilmember Hope serves on Urban Administration. Lori Houghton serves on Finance and Taxation and is willing to be reappointed and Chris Thompson is willing to serve on the Transportation & Intergovernmental Relations Committee. One elected official and one non-elected city official can serve on each committee.

OPTIONS:

- 1) Have the Mayor designate the representatives and obtain confirmation from Council.
- 2) Do not send representatives

STAFF RECOMMENDATION: That the Mayor designate the representatives to the Florida League Of Cities Legislative Committees and obtain confirmation from Council.

FISCAL IMPACT: Minimal travel expenses to Orlando to attend meetings

LEGAL SUFFICIENCY: Legally sufficient.

Nancy Barnett

From: Holly McPhail [HMcPhail@flcities.com] on behalf of Scott Dudley [SDudley@flcities.com]
Sent: Monday, June 09, 2014 12:48 PM
To: Scott Dudley
Cc: Holly McPhail
Subject: FLC Legislative Policy Development Process
Attachments: 2014-2015 Policy Committee Sign up Memo.pdf; 2014-2015 Policy Committee Sign up Form.pdf

Importance: High

FLC Membership:

The Florida League of Cities is pleased to announce the start of the League's legislative policy process for 2014 – 2015. The policy committees develop the League's legislative priorities and help League staff understand the real world implications of proposed legislation. In an effort to get more cities involved, the League is requesting that each city be represented on one or more of the League's Legislative policy committees.

Due to potential Sunshine Law issues, only one elected official per city can be represented on each committee, but a city could have both an elected and non-elected city official on each of the five committees. **Please complete the online sign-up form by August 16, 2014 by clicking [here](#).** Sign-up forms (see attached) can also be submitted to Holly McPhail via mail, fax or email.

League policy committee appointments will be confirmed by August 22, 2014. Policy committee members are expected to attend the following meetings: (please note that the League is unable to reimburse travel costs)

Legislative Policy Committee Meeting Dates:

- September 12, 2014 – Hyatt Regency Orlando
- October 10, 2014 – Hilton Orlando
- November 13, 2014 – Hyatt Regency Orlando International Airport

Attached is a listing of the five League policy committees and the issues that fall within the purview of those committees. Should you have any questions or require additional information, please contact Holly McPhail at the League at (850) 222-9684 or by e-mail at hmcphail@flcities.com.

We look forward to your city's involvement developing the League's legislative agenda for the 2015 Legislative Session.



Memorandum

To: Florida League of Cities Membership

From: C. Scott Dudley, Legislative Director
Legislative Affairs

Date: June 9, 2014

Re: FLC Legislative Policy Development Process

The Florida League of Cities is pleased to announce the start of the League's legislative policy process for 2014 – 2015. The policy committees develop the League's legislative priorities and help League staff understand the real world implications of proposed legislation. In an effort to get more cities involved, the League is requesting that each city be represented on one or more of the League's Legislative policy committees.

Due to potential Sunshine Law issues, only one elected official per city can be represented on each committee, but a city could have both an elected and non-elected city official on each of the five committees. **Please complete the online sign-up form by August 16, 2014 by clicking [here](#).** Sign-up forms can also be submitted to Holly McPhail via mail, fax or email.

League policy committee appointments will be confirmed by August 22, 2014. Policy committee members are expected to attend the following meetings: (please note that the League is unable to reimburse travel costs)

Legislative Policy Committee Meeting Dates:

- September 12, 2014 – Hyatt Regency Orlando
- October 10, 2014 – Hilton Orlando
- November 13, 2014 – Hyatt Regency Orlando International Airport

Below is a listing of the five League policy committees and the issues that fall within the purview of those committees. Should you have any questions or require additional information, please contact Holly McPhail at the League at (850) 222-9684 or by e-mail at hmcphail@flcities.com.

We look forward to your city's involvement developing the League's legislative agenda for the 2015 Legislative Session.

2014 -2015 FLC Legislative Committees

Energy, Environmental & Natural Resources (*Ryan Matthews*)

- coastal management
- energy
- environmental and wetlands permitting
- general utilities
- hazardous and toxic wastes
- recycling
- solid waste collection and disposal
- stormwater
- wastewater treatment and reuse
- water management
- water quality and quantity

Finance, Taxation & Personnel (*Amber Hughes*)

- general finance & tax issues
- home rule revenues
- infrastructure funding
- insurance
- local option revenues
- pension issues
- personnel and collective bargaining issues
- revenue sharing
- tax and budget reform
- telecommunications
- workers' compensation

Growth Management & Economic Affairs (*David Cruz*)

- community redevelopment
- economic development
- growth management and land use planning issues
- annexation
- eminent domain
- tort liability
- property rights
- ethics/elections

Transportation & Intergovernmental Relations (*Megan Sirjane-Samples*)

- affordable housing/foreclosures
- billboards
- charter counties
- charter schools
- gaming
- rights-of-way
- sunshine law
- transportation and highway safety

Urban Administration (*Casey Cook*)

- building & fire safety codes
- building codes and construction
- code enforcement
- emergency management
- homeland security
- public meetings
- public property management
- public records
- public safety
- purchasing
- special districts

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 20, 2014**

AGENDA TAB NO. 15

SUBJECT TITLE: Interlocal cooperative agreement between the City of Tavares and the School Board of Lake County, Florida for the joint use of facilities to administer programs for the community (revised)

OBJECTIVE: To review and discuss the revisions made to the interlocal cooperative agreement drafted between the City of Tavares and the School Board of Lake County, Florida.

SUMMARY: In an effort to fortify the existing partnership between the City of Tavares and the School Board of Lake County, the Tavares City Council voted unanimously to enter into a joint use facility agreement with the School Board at its July 2, 2014 meeting. Since that time, staff has been working with the school board to finalize the agreement. The School Board has made a couple of changes to the original agreement and asked city council to agree to the revisions. Listed below is an itemized list of the changes:

- Section 1 – The term of the agreement was changed from a 2-year contract, renewed automatically to an annual contract, renewable each year by both parties in writing. The termination clause changed from a 30 days written notice in which the agreement would end at the conclusion of the 2-year period to a 15 day written notice in which the agreement would conclude at that point.
- Section 2 (d) – This was added at the request of the council during the July 2, 2014 meeting.
- Section 3 (h) – This was changed to indicate only the outside property of Wooton Park was included in this agreement.
- Section 4 – The School Board further defines that no contractors or vendors of either party are allowed access under this agreement.
- Section 6 – The School Board further defines the City's responsibility to clean and repair any damages to the School Board property when in its use.
- Section 8 – This section was added at the request of the council during the July 2, 2014 meeting.
- Section 9 (d) – The School Board further defines their responsibilities to repair and/or replace the scoreboards at Fred Stover Sports Complex only when damaged while in School Board's use.

- Section 9 (g) – The School Board wishes to add this section as it was not part of the original agreement. It was originally written that both parties would waive all facility use fees.

OPTIONS:

- 1) Move to approve and enter into an Interlocal cooperative agreement with the School Board of Lake County, Florida for the joint use of facilities
- 2) Do not approve the Interlocal agreement

STAFF RECOMMENDATION: Discuss the revised agreement and provide direction for staff.

FISCAL IMPACT: All programs planned will be properly allocated through the current year's fiscal budget.

LEGAL SUFFICIENCY: Meets legal sufficiency

INTERGOVERNMENTAL AGREEMENT

This AGREEMENT, entered into this _____ day of _____, 2014, between the City of Tavares, a municipal corporation, hereinafter called CITY, and the School Board of Lake County, Florida, hereinafter called SCHOOL BOARD.

RECITALS

WHEREAS, the CITY and the SCHOOL BOARD own and operate various public facilities for the benefit of the residents of Tavares, and

WHEREAS, the CITY and the SCHOOL BOARD, through their governing bodies, have identified a benefit to their prospective programs and activities, and the public at large to enter into an agreement to provide access to and use of certain facilities, and

WHEREAS, the CITY, by and through its Community Services Department, is desirous of using gymnasiums, athletic fields and athletic courts, class rooms, meeting rooms, and ancillary facilities for the conduct of various public recreational, training, and/or cultural activities, and

WHEREAS, the SCHOOL BOARD has such facilities and is willing to permit the CITY to use such facilities, and

WHEREAS, the SCHOOL BOARD is desirous of using athletic fields and athletic courts, parks and open space, meeting rooms, and ancillary facilities for the conduct of various school athletic and physical education programs, and

WHEREAS, the CITY has such facilities and is willing to permit the SCHOOL BOARD to use such facilities, and

WHEREAS, the CITY is desirous of obtaining a demarcation point from the SCHOOL BOARD Information Technology Building for the CITY'S camera system at Ingram Park, and

WHEREAS, the CITY and SCHOOL BOARD wish to enter into this Agreement to memorialize their understandings and further wish to cancel the existing April 6, 1984 interlocal agreement pertaining to the use of Fred Stover Field.

COVENANTS

The parties hereunto mutually covenant and agree as follows:

1. **TERM:** The term of this Agreement shall be from October 1, 2014 through September 30, 2015. The parties may elect to renew this Agreement on a yearly basis. Any renewals shall be in writing and signed by both parties. All or part of this Agreement may be terminated by either party, with or without cause and for convenience, upon no less than fifteen (15) days written notice to the other party of such intent to terminate..

2. SCHOOL BOARD FACILITIES COVERED BY THIS AGREEMENT: The CITY use of the following SCHOOL BOARD facilities shall be granted whenever school programs or school activities are not scheduled at said facilities. Scheduled SCHOOL BOARD events/activities shall take priority over CITY use of facilities.
 - a) Tavares High School – 603 N. New Hampshire Avenue
 - b) Tavares Middle School – 1335 Lane Park CutOff
 - c) Tavares Elementary School – 720 E. Clifford Street
 - d) School Board Meeting Rooms at 201 W. Burleigh Blvd.

3. CITY FACILITIES COVERED BY THIS AGREEMENT: The SCHOOL BOARD use of the following CITY facilities shall be granted whenever city programs or activities are not scheduled at said facilities. Scheduled CITY events/activities shall take priority over SCHOOL BOARD use of facilities.
 - a) Fred Stover Sports Complex, provided that Tavares High School baseball and softball programs shall receive priority usage of this complex over all other SCHOOL BOARD uses
 - b) Woodlea Sports Complex
 - c) Tavares Civic Center
 - d) TRA Meeting Room
 - e) Ingraham Community Center
 - f) Tavares Nature Park
 - g) Aesop's Park Tennis Courts
 - h) Wooton Park – outside property only

4. USE OF FACILITIES; USE REQUESTS AND COORDINATION: The facility use provisions of this Agreement are for the benefit of the School Board and the City and not for the benefit of any vendor or contractor of either. As such, no contractor or vendor of the School Board or City shall be permitted to use facilities under this Agreement without submitting separate facility use applications and paying the required fees for such use. In order to use facilities pursuant to this Agreement, both parties will make requests in writing at least thirty (30) days prior to the date requested. Requests shall be submitted to:
 - a) CITY – Through the City Recreation Department.
 - b) SCHOOL BOARD – Through the Principal of the school or for use of School Board meeting rooms through the Superintendent's office, with a copy to the Risk Management office.

Use of any facilities under this Agreement shall be at the discretion of the Superintendent and City Recreation Department.

5. NOTIFICATION OF CANCELLATIONS: Both parties will notify the other party as soon as possible of cancellations of a scheduled program or activity; and of any unforeseen conflict that may arise, so that alternative arrangements can be made and notification to activity participants can be initiated.

6. CITY USE OF SCHOOL BOARD FACILITIES: The CITY agrees to the following conditions when using SCHOOL BOARD facilities:
- a) To obtain clearance from SCHOOL BOARD for scheduling activities.
 - i. SCHOOL BOARD agrees to reserve and allow CITY to utilize the Tavares High School gymnasium each year on the Friday afternoon/evening before the first Saturday in February for the African American Heritage Dance Performance.
 - b) To assume full responsibility for security of facilities in its use.
 - c) To provide adequate instruction and supervision of all programs.
 - d) To set-up, prepare and provide all necessary measures to make sure the SCHOOL BOARD facility is ready for the CITY program's use. This would include any needed field preparation, equipment set-up, and preparing grounds.
 - e) To properly clean up and return area at the SCHOOL BOARD facility back to the original condition at which time the CITY entered.
 - i. This includes emptying all trash cans and putting all trash in proper bins within the facility.
 - ii. City agrees to keep the facilities properly maintained while in City's use.
 - iii. City further agrees to maintain all associated areas around and within the field facilities, and to keep said facilities clean, orderly and free of trash and debris at all times.
 - f) Assume responsibility for damage to SCHOOL BOARD facilities while being used by the CITY.
 - g) To abide by and enforce SCHOOL BOARD rules and regulations during the use of their facilities.
 - h) City agrees to properly secure all signage within school gymnasiums including, but not limited to, sponsor banners. City agrees to remove all such objects from School Board facilities at the completion of its use and repair any damage to School Board facilities resulting from City's use, in a timely manner.
7. SCHOOL BOARD USE OF CITY FACILITIES: The SCHOOL BOARD agrees to the following conditions when using CITY facilities:
- a) To obtain clearance from CITY for scheduling of activities.
 - b) To assume full responsibility for security of facilities in its use.
 - c) To provide adequate instruction and supervision of all programs.
 - d) To set-up, prepare and provide all necessary measures to make sure the CITY facility is ready for the SCHOOL BOARD program's use.
 - i. This would include any needed field preparation, equipment set-up, and preparing grounds to include, but not limited to, chalking, field lining, and raking the affected areas.
 - e) To properly clean up and return area at the CITY facility back to the original condition at which time the SCHOOL BOARD entered.
 - ii. This includes emptying all trash cans inside the dugouts at Fred Stover Sports Complex and putting all trash in proper bins within the park.

- iii. SCHOOL BOARD agrees to keep the portable classroom units located at Fred Stover Sports Complex that are used by the Tavares High School as their baseball and softball field houses properly maintained.
 - iv. SCHOOL BOARD further agrees to maintain all associated areas around the field house (to include the bull-pen area) clean, orderly and free of trash and debris at all times.
 - f) SCHOOL BOARD agrees to properly secure all field signage and windscreens to include sponsor banners, the batter's eye screen in center field, temporary fencing on the softball field, etc. SCHOOL BOARD agrees to remove all such objects from CITY facilities at the completion of its use and repair such items in a timely manner if needed.
 - g) Assume responsibility for damage to CITY facilities while being used by the SCHOOL BOARD.
 - h) To abide by and enforce CITY rules and regulations during the use of their facilities.
- 8. INGRAHAM PARK DEMARCATION: The SCHOOL BOARD agrees to assist the CITY in providing a demarcation point to connect to Ingraham Park's camera system. Access to the demarcation point by the CITY shall only be permitted with permission from the Director of IT or his/her designee.
- 9. FINANCIAL CONSIDERATIONS:
 - a) SCHOOL BOARD shall waive all facility fees for scheduled CITY events covered under this Agreement.
 - b) CITY shall waive all facility fees for scheduled SCHOOL BOARD events covered under this Agreement.
 - c) SCHOOL BOARD shall be responsible for maintaining and keeping the drinking fountains located within the Fred Stover Sports Complex dugouts on both field #1 and field #4 in proper working order. .
 - d) SCHOOL BOARD shall be responsible for maintaining and keeping the scoreboards located at the Fred Stover Sports Complex on field #1 and field #4 in proper working order. SCHOOL BOARD agrees that in the event the scoreboards located on field #1 or field #4 are damaged as a result of SCHOOL BOARD'S use then SCHOOL BOARD shall either repair or replace the scoreboard.
 - e) CITY shall be responsible for providing any equipment, materials and supplies needed to run its program, minus any general custodial supplies, at the SCHOOL BOARD facility.
 - f) SCHOOL BOARD shall be responsible for providing any equipment, materials and supplies needed to run its program, minus any general custodial supplies, at the CITY facility.
 - i. This includes supplying SCHOOL BOARD equipment or machinery needed for field lining, chalking, raking, etc.
 - g) Both CITY and SCHOOL BOARD reserve the right to charge for personnel, security, or extensive clean up when those expenses are in excess of \$250.00 per event. To the extent possible, these charges will be agreed upon in advance of facility usage.

10. SEVERABILITY: If it is determined that any specific clause or provision is prohibited by law, then that provision shall be null and void but shall not affect the other provisions of this Agreement, which nevertheless remain in full force.

11. LIABILITY:

- a) To the extent permitted by Florida law and without waiving sovereign immunity, the CITY shall indemnify, defend, and hold harmless the SCHOOL BOARD from and against any claim, action, liability or expense arising out of the sole negligence or intentionally wrongful act or omission of the CITY or its employees or agents in the connection with this Agreement or the CITY's performance hereunder.
- b) To the extent permitted by Florida law and without waiving sovereign immunity, the SCHOOL BOARD shall indemnify, defend, and hold harmless the CITY from and against any claim, action, liability or expense arising out of the sole negligence or intentionally wrongful act or omission of the SCHOOL BOARD or its employees or agents in the connection with this Agreement or the SCHOOL BOARD's performance hereunder.

12. NOTICES: Notices concerning changes to or request for review or termination of this Agreement shall be in writing and either hand delivered or sent by U.S. Mail, Return Receipt requested, to the following address:

- a) Superintendent
Lake County School Board
201 West Burleigh Blvd.
Tavares, FL 32778

- b) City Administrator
City of Tavares
201 E. Main Street
Tavares, FL 32778

IN WITNESS WHEREOF, the parties hereto have set their hands the date aforementioned.

CITY OF TAVARES

SCHOOL BOARD OF LAKE COUNTY, FL

Robert Wolfe, Mayor

Debbie Stivender, Chairperson

Date

Date

ATTEST:

Nancy Barnett, City Clerk

Robert Q. Williams, City Attorney

ATTEST:

Dr. Susan Moxley, Superintendent

Steve Johnson, School Board Attorney

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 20,2014**

AGENDA TAB NO. 16

SUBJECT TITLE: Request to Approve Re-Authorization of Grant with the FDEP/TMDL Program to utilize the funds for construction of a Stormwater Pond in the CRA

OBJECTIVE: To accept a recent Legislative Appropriation in the amount of \$750,000 for the CRA Stormwater Pond and authorize the Mayor to sign the Letter of Agreement. .

SUMMARY:

The City has previously received two grants from the Florida Department of Environmental Protection/Total Maximum Daily Load program for construction of the downtown stormwater pond as part of the CRA stormwater improvements project. The City has also received a Grant from Lake County Water Authority for this project.

1. FDEP Agreement No. S5068 in the amount of \$750,000 (Sec 319 Grant)
2. LCWA Grant Executed April 11, 2012 in the amount of \$253,000

In September 2010 the City Council authorized Malcolm Pirnie to assist the City by preparing the Preliminary Engineering Report and Environmental Report required for application and to complete the application for funding from various funding agencies.. The Downtown Tavares Redevelopment Master Plan sets a vision for the future of Downtown Tavares and its potential to develop as a vibrant, pedestrian-oriented, mixed use center in order to support the anticipated increase in the residential and commercial population. It is critical that the aging Stormwater system be improved and upgraded to reliably serve the additional demands this growth will generate.

The Utility Department submitted this application to FDEP/TMDL Program in May 2011. Lake Dora's pollution levels are in excess of maximum contaminant levels during storm events. This contamination affects quality of life, community vibrancy, and economic development in the City of Tavares, and also affects the chain of lakes within the Lake County. The proposed solution includes a collection and treatment facility to manage runoff from the highly impervious downtown area. The expected pollution reduction in pollution loads to meet EPA requirements in Lake Dora, with phosphorus reduction estimated at almost 80%. This will provide an environmental benefit to Lake Dora.

The City has since gone after 2 other grants and received them from the TMDL Program and a Legislative appropriation (CBIR) both in the amount of \$750,000 (no written notification has been received). Now the FDEP Grant Department, who oversee the implementation of the grants wish to combine all 3 State grants into 1 grant agreement for ease of financial oversight.

OPTIONS:

1. **Move to Accept** the New Agreement from the FDEP for the Stormwater improvements in the amount of \$2,250,000 which will supersede the FDEP Grant No. S5068 and authorize the Mayor to sign the "Grant Agreement".
2. Do not **move to Accept** the New Agreement from the FDEP for the Stormwater improvements in the amount of \$2,250,000 and not to authorize the Mayor to sign the "Grant Agreement".

STAFF RECOMMENDATION:

1. **Move to Accept** the New Agreement from the FDEP for the Stormwater improvements in the amount of \$2,250,000 and to authorize the Mayor to sign the “Grant Agreement”.

FISCAL IMPACT: **There is no Fiscal Impact**

LEGAL SUFFICIENCY: This summary meets legal sufficiency.

**AGENDA SUMMARY
TAVARES CITY COUNCIL
DATE OF MEETING: August 20, 2014**

AGENDA TAB NO. 17

**SUBJECT TITLE: Appointment of Representative to the Lake Community
Action Agency**

OBJECTIVE:

The Mayor will recommend his appointment to the Lake Community Action Agency for calendar year 2015.

SUMMARY:

The Lake Community Action Agency has requested the Mayor to appoint the City's representative for 2015. Steve Pueschel, who is the current representative, has indicated that he is willing to be reappointed.

OPTIONS:

N/A

STAFF RECOMMENDATION:

N/A

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY:

Legally sufficient.



Local, State &
Federally Funded
*An Equal
Opportunity
Employer*

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 22, 2014

Board of Directors

Executive Committee:

John H. Christian, II,
President

Deidre D. Lewis,
Vice President

Deborah J. Harris,
Secretary

Theresa Elliott,
Assistant Secretary

Nicie A. Parks,
Treasurer

Louis C. Ward,
Parliamentarian

Nick Girone,
Member-at-Large

Members:

Jill Baird

Evelyn Black

Leslie Campione

Willie Montgomery

Kress Muenzmay

Steve Pueschel

Robert Ragin

Alphonso Sanders

Mayor Robert Wolfe
City of Tavares
P O Box 1068
Tavares, FL 32778-1068

Dear Mayor Wolfe:

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.

We also take this opportunity to thank you for the invaluable service Mr. Steve Pueschel contributed to our board. Mr. Pueschel 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 7, 2014 at 6:30 p.m. at the Eustis Community Center in Eustis.

Please complete and return one of the enclosed forms not later than August 15, 2014.

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
DATE OF MEETING: August 20, 2014**

AGENDA TAB NO. 18

SUBJECT TITLE: Budget Workshop

OBJECTIVE:

To continue deliberations on the FY 2015 budget.

SUMMARY:

Pursuant to the budget workshops that have previously taken place the General Fund budget has a balanced budget of \$13,749,243 and a millage rate of 6.7299 which is .2768 above the current mileage rate of 6.4531. Outstanding issues are identified below:

1. Health Insurance rate increases are firming up at 11.9% which is in-line with the estimated 12% that is reflected in the proposed balanced budget.
2. Councilmember Smith requested that the Finance Department revenue forecasting staff take another look at revenues based on the most current information available. Staff has and can cautiously support a slight increase in the following forecasted revenues for a total increase of \$48,835:
 - Utility Taxes
 - Franchise Fees,
 - Zoning Fees
 - County ALS Payment
 - Police Fines

This will result in a slight lowering of the millage rate increase of .0768. Instead of increasing by .2768 mills as noted above, it will only increase by .2000 mills. This equates to a millage rate of **6.6531**.

3. Both union contracts have been negotiated and are reflected in the budget. Contracts to be presented to Council in September as we await Police Union ratification. Fire Union has voted on the negotiated contract.
4. The Warehouse Specialist position was flagged as an item needing further review by Council. Attached is additional information from the Finance Director for Council's benefit.
5. The City Administrator has received the following requests from interested persons and provides the status of each one:

- A) A request to upgrade the main street streetscape west of the Court House so as to match the main street streetscape east of the Court House (see attached letter). Estimated cost is \$200,000 and includes widening the sidewalks, adding brick paver crossings and irrigation and landscaping. **This item is not funded.**
- B) A request to fund the Mock Seaplane in the Fountain at the intersection of SR 441 and SR 19 (see attached) to punctuate the arrival to "America's Seaplane City" (continued implementation of the brand). This project is under design and expected to get its FDOT permit by October. The Florida Turnpike signage directing travelers to the Seaplane Base is 50% installed with completion estimated by December. The estimated cost to install the mock seaplane in the welcome lake is \$185,000 if seaplane is donated. **This item is not funded.**
- C) A request to fund the Tavares Way Finding program with signs along 441 directing people to the down town consistent with the Council adopted Way finding program (see attached). **This item is not funded.**
- D) A request to replace the "gateway signs" on 441 west bound at Waterman Hospital and 441 east bound at Welcome Park (441/19 Fountain) with the new "Welcome To Tavares, America's Seaplane City per attached Way Finding plan that was adopted by the City Council. **This item is not funded.**
- E) A request to fund the Alfred Street/Caroline Street Streetscape, Public Furniture and Alleyways that abut these two streets. **These items are not funded.**
- F) Additional items that were requested/proposed but cut from the budget are enumerated on the "Deleted Items By Department and Fund sheet previously submitted to Council and attached to this Agenda Summary.

OPTIONS:

1. Continue budget deliberations
2. Discontinue Budget deliberations

STAFF RECOMMENDATION:

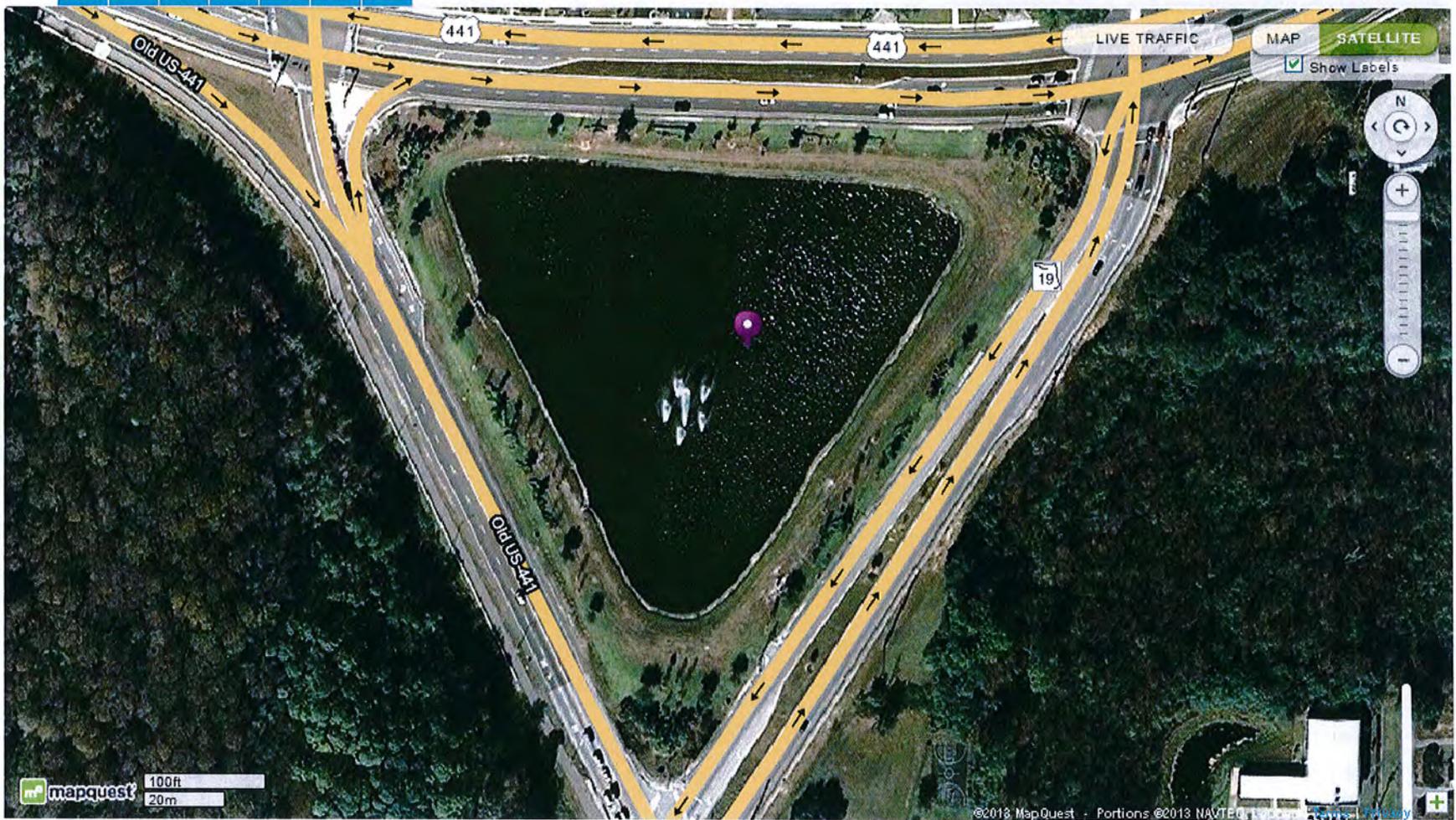
That Council continue budget deliberations.

FISCAL IMPACT:

N/A

LEGAL SUFFICIENCY: YES





ELLRODT BAIL BONDS

725 West Main Street
Tavares, Florida 32778
352-343-2245

July 9, 2014

Mayor Robert Wolfe
John Drury, City Manager
201 East Main Street
Tavares, FL 32778

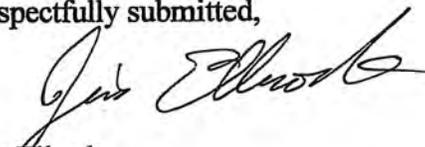
Gentlemen:

As a business owner in Tavares for many years, I would like to respectfully request that \$200,000.00 be budgeted for the completion of the Main Street improvements, i.e., the west side of Main Street. This money is requested to widen the sidewalks so they match the sidewalk improvements that took place on the east side of Main Street; to add brick crosswalks ; and for the installation of plants and irrigation which would also match the improvements made on the east side of Main Street.

I have been watching the many improvements Tavares has made over the past several years and have been extremely pleased with the progress. I think it would be beneficial for the City to improve Main Street all the way to Highway 19 and with those improvements, I believe it would draw people into the downtown area, who otherwise might drive right past Main Street in search of another destination. As one of many business owners, I welcome the extra traffic this would bring into the City of Tavares so residents as well as visitors can realize all the activities, restaurants, hotels, etc., the city has to offer.

I would be more than happy to meet with you to discuss my request in further detail, if needed, or attend any meetings to provide further information or answer any questions. The ability to draw visitors into Tavares is important to me and many other businesses and I appreciate your consideration of this request.

Respectfully submitted,



Jim Ellrodt

INVENTORY OPERATIONS

Inventory levels are important to ensure adequate supplies are on hand for addressing new project needs, infrastructure repairs, and maintenance issues. This helps to ensure that the City's obligation of water, sewer, and reclaim availability 24 hours per day, 7 days a week is met.

On the other hand, storing too much of inventory items can result in items becoming obsolete or lost. Too much inventory may result in unwarranted "carrying costs", the cost to store and to manage the obsolete items.

Inventory is considered a current asset such as accounts receivable or cash, thus protecting inventories may be as important as protecting cash. Where did it come from, where did it go? Who used it? What was it used for? Knowing these answers reduces the risk of unwanted inventory loss, promotes accountability, and insures items are properly expensed in the accounting records.

Items classed inappropriately will affect the Income Statement as well as the Balance Sheet. Items expensed that should be considered as inventory may result in *less* income from operations, and on the other hand, items classed as inventory that should be expensed may result in *too much* reported income from operations.

For the Fiscal Year Ended September 30, 2012, the City Auditors, McDirmitt Davis, provided an audit finding in the Management Letter for the FY2012 CAFR. The Audit Finding was as follows:

Audit Finding ML-12-01 Inventory:

Criteria

Cities are required to accurately account for inventory.

Condition

Inventory is not being recorded or reconciled for the Water Sewer Fund

Cause

The City has not implemented a process to accurately capture inventory cost into the accounting software

Effect

The City does not have an accurate detail list of inventory nor an accurate cost of ending inventory.

Recommendation

We recommend that the City record and track inventory for the water sewer fund on a regular basis.

When one person, *Warehouse Specialist*, handles warehouse operations, the City has accountability for all items stocked, thus reducing the occurrence of lost or obsolete inventory items, and increasing the reliability of the quantities and cost of stored items.

A few things to consider:

- Currently there is no designated control person for the storage site that is responsible for all inventory orders. Consistency and appropriate stocking levels may not be achieved. Accounting records may not reflect accuracy in orders placed, received, and stocked.
- Currently there is no designated control person for receiving inventory. Consistency and accountability may not be achieved. Accounting records may not reflect correct receipts.
- Currently there is no designated control person for issuing inventory. All persons needing supplies removes needed items from inventory. Control may not be achieved, and accounting records may be inaccurate.

A **Warehouse Specialist** would provide quality control measures for all aspects of inventory operations.

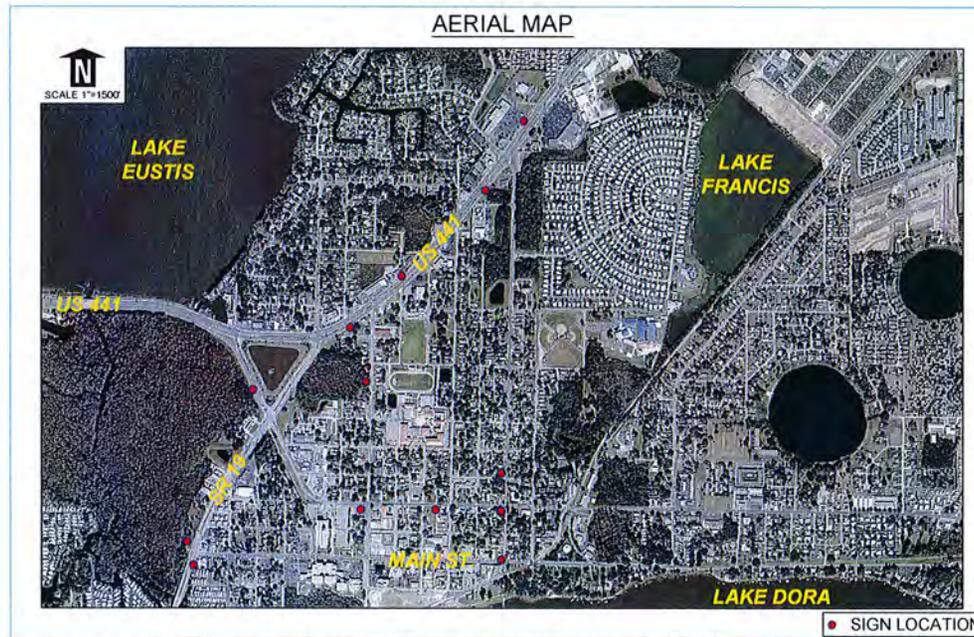
- Organization: A warehouse specialist will control the storage of items in the warehouse
 - ✓ Make sure that the same product is stored in the same location
 - ✓ Make sure if an item needs to be moved that the location tag/description follows the item, and that the new physical location is noted within the computerized system.
 - ✓ This means all shelves and bins are appropriately organized with required labeling for ease in accountability
 - ✓ When items are stored appropriately, finding needed items for fast issue are streamlined, and physical counts will be more efficient and provide greater accuracy for determining quantities and inventory cost values of the stored items in the accounting records.
 - ✓ Ensure space utilization is achieved for those items that need to be stored
- Control stock movement by ensuring those items previously expensed prior to inventory implementation are moved first (stock control) and accurately reflected in the accounting records.
- Ensure that items where age is a factor are cycled out first (stock control)
- Provide documentation flow: goods on order, goods received, and goods stocked. Where are they at for each step of the process? (Ordered, back-ordered, stocked, removed from inventory). This ensures that if items are needed, but in the process of being stocked, we know it, and accounting records are reliable.
- Account for all issues from the stock warehouse consistently. Currently, different folks refer to items with different descriptions, thus this may result in two bins with the same product with different bin numbers, names and commodity codes. This reduces inventory accountability, and accounting records may be inaccurate.
- Review and adjust stocking levels to respond to actual commodities that are used and needed. This means if a product is currently stocked, but no issues have been made, the warehouse specialist can find out why, and he/she can adjust the stock level carrying quantity for the item. This helps reduce unwanted and obsolete inventory items.

- Evaluate obsolete, scrap and unwanted material. Many items currently stored have been there in excess of 20 years. Do we really need them? Can we save carrying cost by scrapping them or selling the items? Have we accounted for all items in our accounting records?
- The Warehouse Specialist will be able to look for economies of scale when ordering inventory items. Who uses what items? Can we combine purchases if two departments use items from the same vendor? Can we get better pricing due to the commodity quantities ordered or for timing orders for various commodities?
- Finally, when all aspects of control and accountability are achieved, the accounting records will accurately reflect quantities stored, and cost of inventory stored. The Warehouse Specialist, and the processes put in place will also fulfill Internal Control Objectives (checks and balances over inventory).

CITY OF TAVARES WAYFINDING PLAN

INDEX

- | | |
|--|---|
| 1. COVER SHEET | 11. WAYFINDING PLAN (4-6) |
| 2. WAYFINDING SIGN EVALUATION & CRITERIA | 12. WAYFINDING PLAN (7) |
| 3. WAYFINDING SIGN EVALUATION & CRITERIA | 13. WAYFINDING PLAN (8-10) |
| 4. SIGN DESIGN A, B | 14. WAYFINDING PLAN (11-13) |
| 5. SIGN DESIGN C | 15. APPENDIX A - SIGN TYPES AND ROAD DESCRIPTIONS |
| 6. SIGN DESIGN D, E | 16. SIGNS TO BE REMOVED MAP |
| 7. SIGN DESIGN F | 17. SIGNS TO BE REMOVED SPREADSHEET |
| 8. SIGN DESIGN G | |
| 9. KEYMAP | |
| 10. WAYFINDING PLAN (1-3) | |



F:\PZD\DATA\PROJECT FILES\Wayfinding and Gateway Signage Program - PZ2010-15

REVISED 02/20/13 BY CEM



CRIFFEY ENGINEERING
406 N. CENTER STREET
EUSTIS, FLORIDA 32726
PHONE (352) 357-3528
FAX (352) 357-3219
FLORIDA CDT. OF AUTH # 8082

CITY OF TAVARES
P.O. BOX 1068
TAVARES, FLORIDA 32778
PHONE (352) 742-6454
FAX (352) 742-6397

CITY OF TAVARES
WAYFINDING PLAN

COVER SHEET

Rev.#	Date	Drawn By:	Checked By:
		D.M.K.	D.A.G.
		Drawing #:	TAVWA12
		Project #:	03053GEN
	06-16-11	Date:	Scale:
	05-25-11		1" = 1500'

City of Tavares – Wayfinding Signs Evaluation and Criteria

What is a wayfinding sign?

A wayfinding sign is a directional sign that efficiently and safely guides motorists and pedestrians to key public facilities including civic, cultural, and recreational destinations within the City of Tavares.

What is the wayfinding sign evaluation process?

1. Written requests for destinations to be added to the existing wayfinding sign system shall include a site plan showing the proposed destination and the sign location(s). Existing destinations on the sign to be modified shall be listed on the sign request.
2. Written requests must include a site plan and be submitted to:

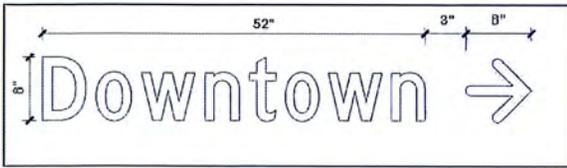
City of Tavares
Community Development Department
201 E. Main Street
Tavares, FL 32778
352.742.6416

3. Written requests will be accepted January 1st through March 31st for consideration and approval by City Council during the budget process for the following year.
4. The written request shall be evaluated according to the following criteria:
 - a. The existing wayfinding sign contains space for an additional destination or a new sign location qualifies for an additional wayfinding sign and funding is available for fabrication and installation.
 - b. The wayfinding sign does not interfere with visibility of existing signs or traffic control devices
 - c. The destinations shall meet the conditions for destinations as listed below

City of Tavares – Wayfinding Signs Evaluation and Criteria

Qualifications for wayfinding signage:

1. Refer to Rule 14-51.030 of the Florida Administrative Code for information on destinations which qualify for inclusion on wayfinding signage.
2. Destinations that are cultural, historic, or public use facilities may be included in the list of destinations if approved by City Council and as space is available on sign panels.
3. Destinations must be handicap accessible.
4. Destinations must be open year round and/or a minimum of 300 days a year.
5. Destination will be evaluated operational hours, access to the public and trip generation.



TYPICAL LETTER DETAIL W/ARROW - SC: 3/4" = 1'-0"
TYPE STYLE - HIGHWAY GOTHIC D

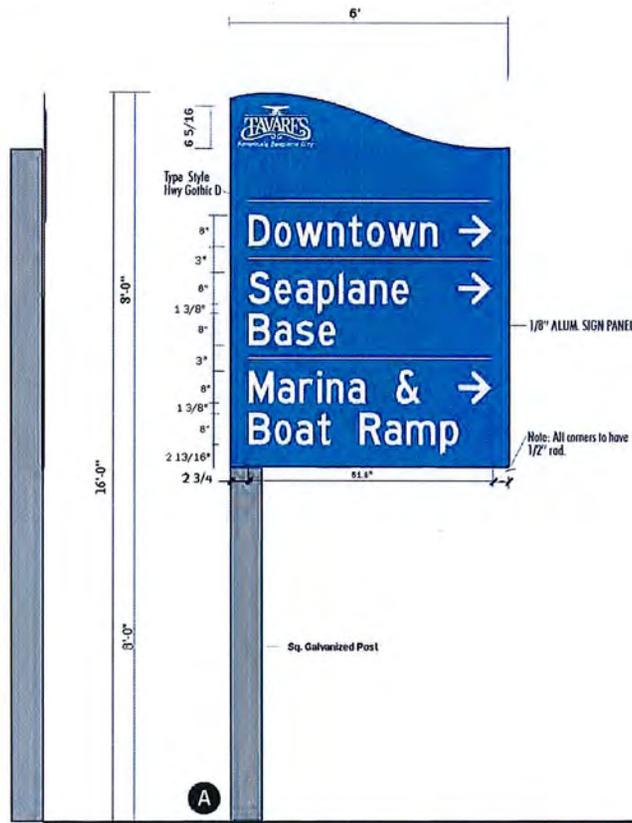
SPECIFICATIONS

Sign faces to be 1/8" aluminum w/ vinyl overlays. Background 3M High Intensity Grade Prismatic (HDP) Blue # 3935 w/ all copy, arrow & horiz. s/line 3M High Intensity Grade Prismatic White #3930 (Logo to be Premium Film White #220-10). Sign face edges to be painted to MAP Steam Boat Blue 25133 Blue. Prop to be flat-cut-out 1/4" aluminum flush-mounted to faces. White 3M Premium Film #220-10 digitally printed overlay. Edges painted MAP Steam Boat Blue 25133 Blue.

Faces to be mounted to square tube with framing as required.

Note: Sign will look the same in the day time viewing and night time viewing

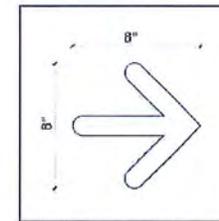
Signs A, B, and C will have a special structure due to the size of the panel. This structure will be designed and signed and sealed by a professional Engineer certified in the State of Florida.



Elevation of S/F Directory Sign
Scale: 3/8" = 1'-0"



Elevation of S/F Directory Sign
Scale: 3/8" = 1'-0"



ARROW DETAIL
SCALE: 3" = 1'-0"



SPECIFICATIONS

Sign faces to be 1/8" aluminum w/ vinyl overlays. Background 3M High Intensity Grade Prismatic (HDP) Blue # 3935 w/ all copy, arrow & horz. stripe 3M High Intensity Grade Prismatic White #3930 (Logo to be Premium Film White #220-10). Sign face edges to be painted to MAP Steam Boat Blue 25133 Blue. Prop to be flat-out-out-1/4" aluminum flush-mounted to faces. White 3M Premium Film #220-10 digitally printed overlay. Edges painted MAP Steam Boat Blue 25133 Blue.

Faces to be mounted to square tube with framing as required.

Note: Sign will look the same in the day time viewing and night time viewing

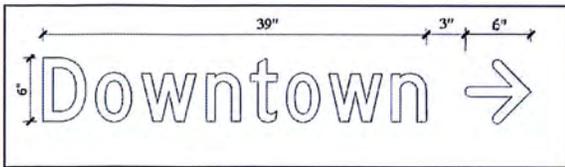
Signs A, B, and C will have a special structure due to the size of the panel. This structure will be designed and signed and sealed by a professional Engineer certified in the State of Florida.



Elevation of S/F Directory Sign

Scale: 3/8" = 1'-0"





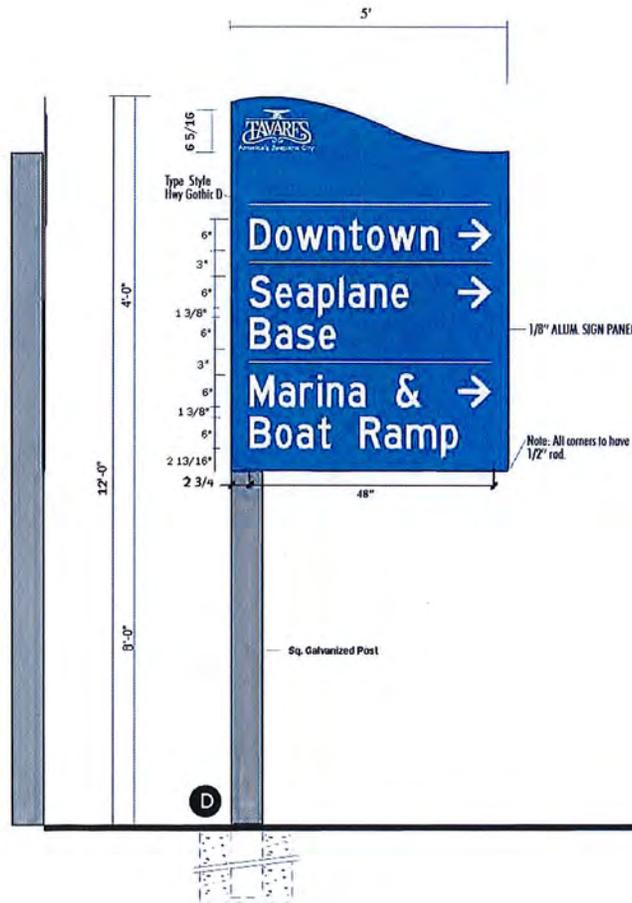
TYPICAL LETTER DETAIL W/ARROW - SC: 3/4" = 1'-0"
TYPE STYLE - HIGHWAY GOTHIC D

SPECIFICATIONS

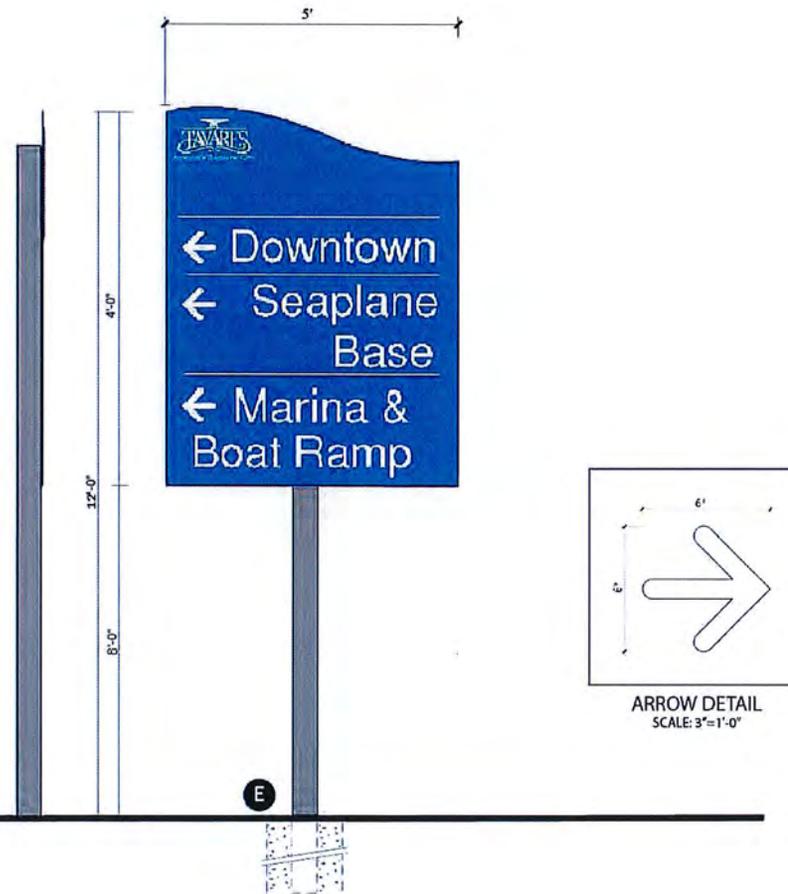
Sign faces to be 1/8" aluminum w/ vinyl overlays. Background 3M High Intensity Grade Prismatic (HDP) Blue # 3935 w/ all copy, arrow & horz. slipe 3M High Intensity Grade Prismatic White #3930 (Logo to be Premium Film White #220-10). Sign face edges to be painted to MAP Steam Boat Blue 25133 Blue. Prop-to-be flat-out-out 1/4" aluminum flush mounted to faces. White 3M Premium Film #220-10 digitally printed overlay. Edges painted MAP Steam Boat Blue 25133 Blue.

Faces to be mounted to square tube with framing as required.

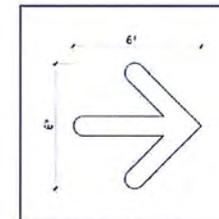
Note: Sign will look the same in the day time viewing and night time viewing



Elevation of S/F Directory Sign
Scale: 3/8" = 1'-0"



Elevation of S/F Directory Sign
Scale: 3/8" = 1'-0"



ARROW DETAIL
SCALE: 3" = 1'-0"





TYPICAL LETTER DETAIL W/ ARROW - SC: 3/4" = 1'-0"
 TYPE STYLE - HIGHWAY GOTHIC D

SPECIFICATIONS

Sign faces to be 1/8" aluminum w/ vinyl overlays. Background 3M High Intensity Grade Prismatic (HDP) Blue # 3935 w/ all copy, arrow & horz. stripe 3M High Intensity Grade Prismatic White #3930 (Logo to be Premium Film White #220-10). Sign face edges to be painted to MAP Steam Boat Blue 25133 Blue. Prop to be flat-cut-out 1/4" aluminum flush-mounted to faces. White 3M Premium Film #220-10 digitally printed overlay. Edges painted MAP Steam Boat Blue 25133 Blue.

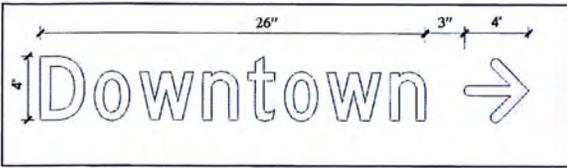
Faces to be mounted to square tube with framing as required.

Note: Sign will look the same in the day time viewing and night time viewing



Elevation of S/F Directory Sign
 Scale: 3/8" = 1'-0"





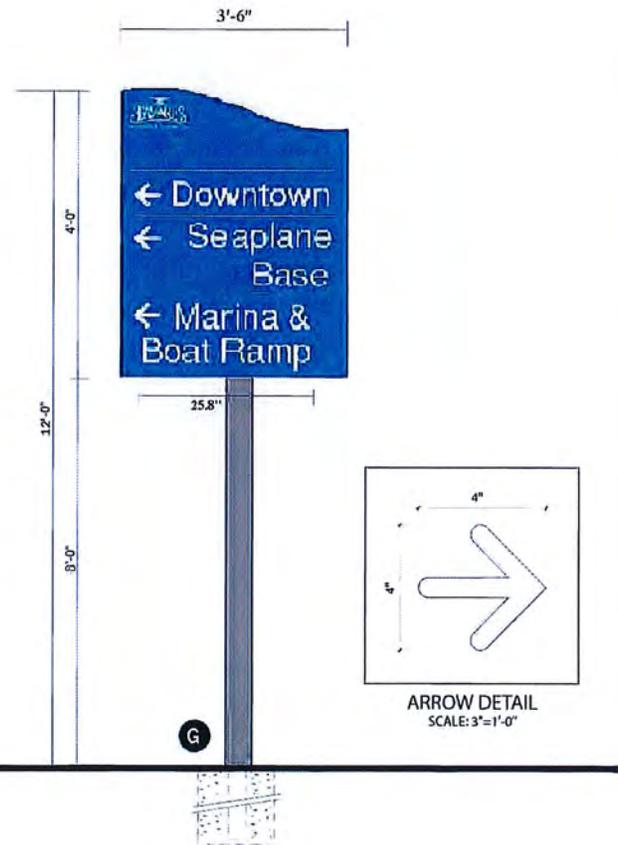
TYPICAL LETTER DETAIL W/ ARROW - SC: 3/4" = 1'-0"
 TYPE STYLE - HIGHWAY GOTHIC D

SPECIFICATIONS

Sign faces to be 1/8" aluminum w/ vinyl overlays. Background 3M High Intensity Grade Prismatic (HDP) Blue # 3935 w/ all copy, arrow & horz. stripe 3M High Intensity Grade Prismatic White #3930 (Logo to be Premium Film White #220-10). Sign face edges to be painted to MAP Steam Boat Blue 25133 Blue. Prep to be flat-out-out-1/4" aluminum flush-mounted-to-faces. White 3M Premium Film #220-10 digitally printed overlay. Edges painted MAP Steam Boat Blue 25133 Blue.

Faces to be mounted to square tube with framing as required.

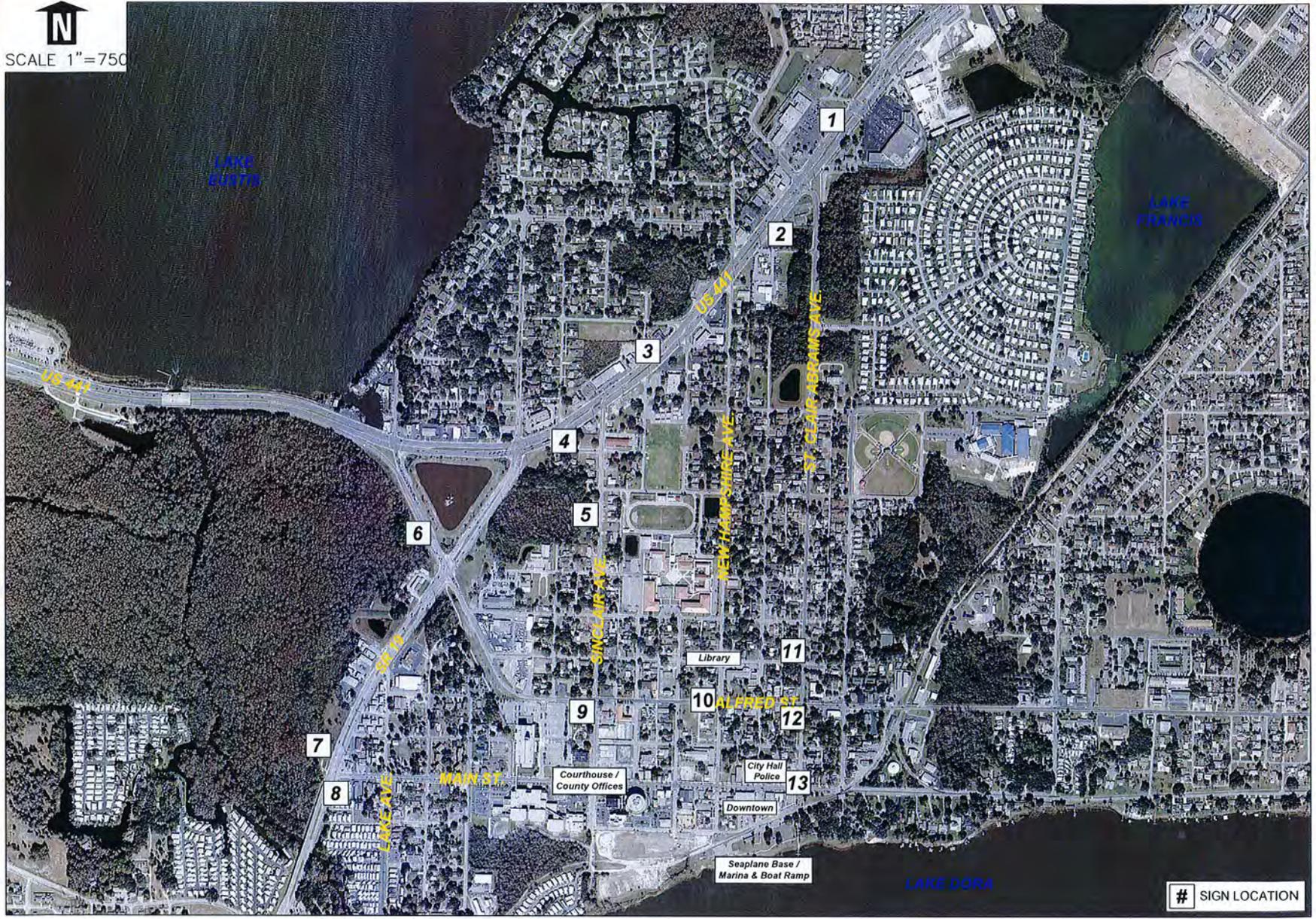
Note: Sign will look the same in the day time viewing and night time viewing



Elevation of S/F Directory Sign
 Scale: 3/8" = 1'-0"




 SCALE 1"=750'



GRIFFEY ENGINEERING
 406 N. CENTER STREET
 EUSTIS, FLORIDA 32726
 PHONE (352) 357-3528
 FAX (352) 357-3219
 FLORIDA CDOT. OF AUTH # 8082

CITY OF TAVARES
 P.O. BOX 1068
 TAVARES, FLORIDA 32778
 PHONE (352) 742-6454
 FAX (352) 742-6397

CITY OF TAVARES
 WAYFINDING PLAN

KEYMAP

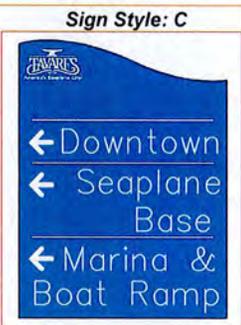
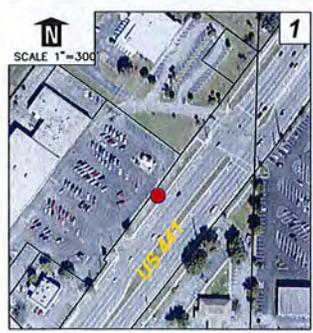
Rev.#	Date	Drawn By:
		D.M.K.
		Checked By:
		D.A.G.
		Drawing #:
		TAVWA72
		Project #:
		03053GEN
Date:	06-16-11	Scale:
	05-25-11	1"=750'

SCALE 1"=750'



GRIFFEY ENGINEERING
 406 N. CENTER STREET
 EUSTIS, FLORIDA 32726
 PHONE (352) 357-3528
 FAX (352) 357-3219
 FLORIDA CERT. OF AUTH. # 8082

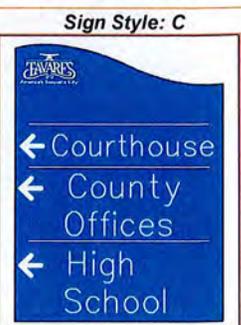
CITY OF TAVARES
 P.O. BOX 1068
 TAVARES, FLORIDA 32778
 PHONE (352) 742-6454
 FAX (352) 742-6397



ROAD: 45MPH - 6 LANE LETTER HEIGHT 8"



ROAD: 45MPH - 6 LANE LETTER HEIGHT 8"



ROAD: 45MPH - 6 LANE LETTER HEIGHT 8"



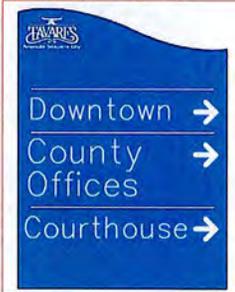
CITY OF TAVARES
 WAYFINDING PLAN

WAYFINDING PLAN

Rev.#	Date	Drawn By:	Checked By:
		D.M.K.	D.A.G.
		Drawing #:	TAVWA12
		Project #:	03053GEN
		Date:	06-16-11
		Scale:	AS SHOWN
			05-25-11AS SHOWN



Sign Style C

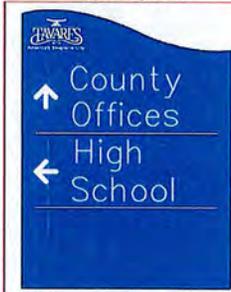


ROAD: 45MPH-6 LANE

Letter Height 8"

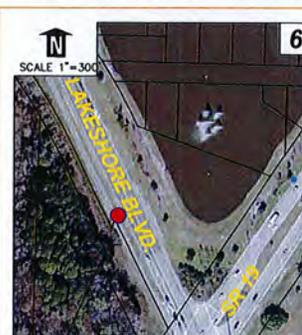


Sign Style G

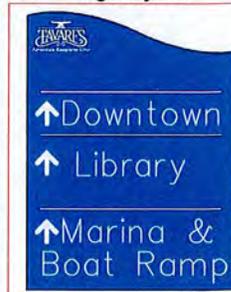


ROAD: 20MPH

Letter Height 4"



Sign Style E



ROAD: 40MPH

Letter Height 6"



GRIFFEY ENGINEERING
 405 N. CENTER STREET
 EUSTIS, FLORIDA 32726
 PHONE (352) 357-3528
 FAX (352) 357-3219
 FLORIDA CERT. OF AUTH # 8082

CITY OF TAVARES
 P.O. BOX 1068
 TAVARES, FLORIDA 32778
 PHONE (352) 742-6454
 FAX (352) 742-6397

CITY OF TAVARES
 WAYFINDING PLAN

WAYFINDING PLAN

Rev.#	Date	Drawn By:	Checked By:
		D.M.K.	D.A.G.
		Project #:	TAVWAY2
		Scale:	AS SHOWN
		Date:	05-16-11
		Scale:	AS SHOWN
		Date:	05-25-11
		Scale:	AS SHOWN

SCALE 1" = 750'



Sign Style E



ROAD: 35MPH

Letter Height 6"



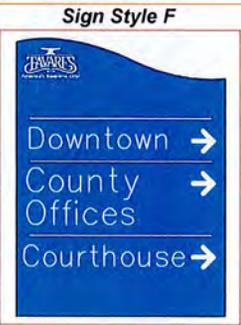
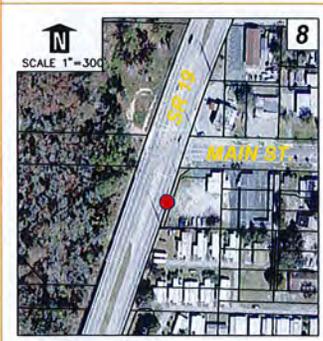
GRIFFEY ENGINEERING
405 N. CENTER STREET
EUSTIS, FLORIDA 32726
PHONE (352) 357-3526
FAX (352) 357-3219
FLORIDA CERT. OF AUTH # 8082

CITY OF TAVARES
P.O. BOX 1068
TAVARES, FLORIDA 32778
PHONE (352) 742-6454
FAX (352) 742-6397

CITY OF TAVARES
WAYFINDING PLAN

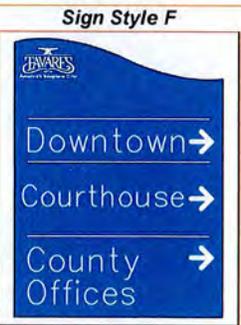
WAYFINDING PLAN

Rev.#	Date	Drawn By	Checked By
		D.M.K.	D.A.G.
		Drawing #	TAVWAY2
		Project #	03053GEN
06-16-11		Date	Scale
05-25-10		AS SHOWN	



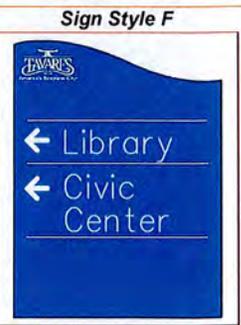
ROAD: 45MPH

Letter Height 6"



ROAD: 35MPH

Letter Height 6"



ROAD: 35MPH

Letter Height 6"



GRIFEY ENGINEERING
405 N. CENTER STREET
EUSTIS, FLORIDA 32726
PHONE (352) 357-3528
FAX (352) 357-3219
FLORIDA CERT. OF AUTH # 8092

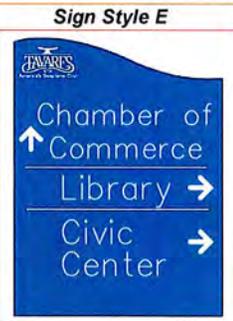
CITY OF TAVARES
P.O. BOX 1068
TAVARES, FLORIDA 32778
PHONE (352) 742-6454
FAX (352) 742-6397

CITY OF TAVARES
WAYFINDING PLAN

WAYFINDING PLAN

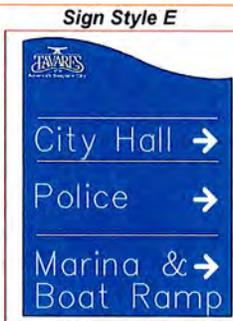
Rev.#	Date	Drawn By:	Checked By:
		D.M.K.	L.A.G.
		Drawing #:	TAVWA72
		Project #:	03053GEN
Date:	06-16-11	Scale:	AS SHOWN
	05-25-11AS		

SCALE 1"=750'



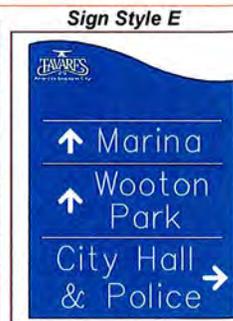
ROAD: 30MPH

Letter Height 6"



ROAD: 35MPH

Letter Height 6"



ROAD: 30MPH

Letter Height 6"



CRIFFEY ENGINEERING
406 N. CENTER STREET
EUSTIS, FLORIDA 32726
PHONE (352) 357-3526
FAX (352) 357-3519
FLORIDA CDT. OF AUTH # 8682

CITY OF TAVARES
P.O. BOX 1068
TAVARES, FLORIDA 32778
PHONE (352) 742-6454
FAX (352) 742-6397

CITY OF TAVARES
WAYFINDING PLAN

WAYFINDING PLAN

Rev.#	Date	Drawn By	D.M.K.
		Checked By	D.A.G.
		Drawing #	TAVWAY2
		Project #	03053GEN
Date:	06-16-11	Scale:	AS SHOWN
	05-25-11		

APPENDIX A

ROAD DETAIL	LETTER SIZE	EXAMPLE SIGN
≥ 45MPH; 6 LANES	8"	A,B,C
45-25MPH	6"	D,E,F
<25MPH	4"	G

NOTE CONSISTANT WITH MUTCD SECTION 2D.06.03

GRIFFEY ENGINEERING
 406 N. Center Street
 Eustis, Florida 32726
 Phone (352) 337-7728
 FAX (352) 337-3218
 FLORIDA CERT. OF AUTH. # 8082

CITY OF TAVARES
 P.O. BOX 1068
 TAVARES, FLORIDA 32778
 PHONE (352) 742-6454
 FAX (352) 742-6397

CITY OF TAVARES
 WAYFINDING PLAN

APPENDIX A

Rev.#	Date	Drawn By: D.M.K.	Checked By: D.A.G.
		Drawing #: TAVWAY2	Project #:
05-16-11		03053GEN	
Date:	05-25-11	Scale:	1" = 150'
APPENDIX			

SIGNS TO BE REMOVED



SIGNS WITHIN THE CITY OF TAVARES TO BE REMOVED OR REPLACED

CITY

1815 TAVARES; CIVIC CENTER LIBRARY (RIGHT ARROW); CITY HALL POLICE (UP ARROW)
1964 TAVARES; CITY HALL POLICE (UP ARROW)
1968 TAVARES; CITY HALL POLICE (LEFT ARROW)
2024 TAVARES CIVIC CENTER LIBRARY (LEFT ARROW); CITY HALL POLICE (UP ARROW)
2014 BUSINESS DISTRICT (RIGHT ARROW)
2260 BUSINESS DISTRICT (RIGHT ARROW)
2573 BUSINESS DISTRICT (LEFT ARROW)
2574 BUSINESS DISTRICT (RIGHT ARROW)

HISTORIC TAVARES DISTRICT SIGNS

2161 TAVARES HISTORIC DISTRICT
2249 TAVARES HISTORIC DISTRICT

COUNTY

1868 PARKING GARAGE (LEFT ARROW)
1870 PARKING GARAGE (RIGHT ARROW)
1877 DETENTION CENTER PARKING (LEFT ARROW)
1882 LAKE COUNTY; AQUATIC MANAGEMENT; CLERK OF COURT; STORAGE FACILITY (RIGHT ARROW)
1883 DETENTION CENTER PARKING (RIGHT ARROW)
1900 PARKING GARAGE (LEFT ARROW)
1903 ADMINISTRATION BUSINESS PARKING (RIGHT ARROW)
1907 PARKING GARAGE (RIGHT ARROW)
1932 LAKE COUNTY SHERIFF'S OFFICE (RIGHT ARROW)
1976 EMPLOYEE PARKING ONLY
1978 EMPLOYEE PARKING ONLY
2035 LAKE COUNTY
2039 ADDITIONAL PARKING (UP ARROW)
2042 LAKE COUNTY JUDICIAL CENTER ENTRANCE (LEFT ARROW)
2044 LAKE COUNTY JUDICIAL CENTER ENTRANCE (UP ARROW)
2045 LAKE COUNTY JUDICIAL CENTER ENTRANCE (LEFT ARROW)
2163 LAKE COUNTY COURTHOUSE (UP ARROW)
2183 LAKE COUNTY & AQUATIC PLANT MANAGEMENT

STATE

2589 COURTHOUSE & CHAMBER OF COMMERCE (LEFT ARROW)

PROFESSIONAL ENGINEER CERTIFICATE

I hereby certify that I am a registered professional engineer in the State of Florida, owner of Griffey Engineering, Inc. a corporation authorized to operate as a Professional Engineering Company, Certificate of Authorization #8082, by the State of Florida Department of Professional Regulation, Board of Professional Engineers, and that I have approved the sign design and details for the City of Tavares Wayfinding System in Tavares, Florida.

The sign details shown on pages 4 through 8 of the City of Tavares Wayfinding Sign System Plan, date March 6, 2013, were reviewed for letter spacing, legibility and size to comply with Section 2D.06 of the Manual of Uniform Traffic Control Devices (MUTCD), 2009 edition. Lettering for the sign shall be as follows: 4" uppercase letters or a combination of 4 inches in height for upper-case letters and 3 inches in height for lower-case letters on routes 25MPH or less; 6" upper-case letters or a combination of 6 inches in height for upper-case letters and 4.5 inches in height for lower-case letters on routes 30MPH and above; 8" upper-case letters or a combination of 8" upper-case letters and 6" lower-case letters on routes 45MPH or more and having 6 lanes. Typology on the signs adheres to the standards outlined in Sections 2D.05 through 2D.08 of the MUTCD. Sign colors and retro-reflectivity are acceptable for wayfinding signs.

Project: City of Tavares Wayfinding Sign System Plan
Location: Tavares, Florida
Client: City of Tavares, Florida

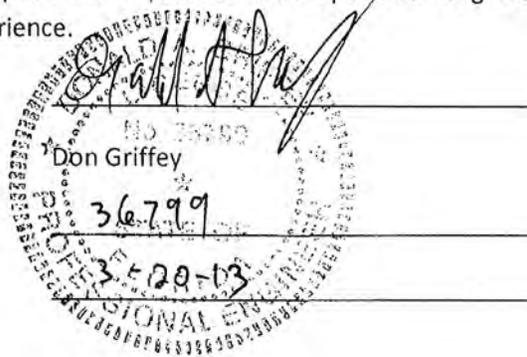
I acknowledge that the procedures and references used to develop the results contained in this report are standard to the professional practice of transportation engineering as applied through professional judgment and experience.

Signature _____

Name: _____

P.E. Number: _____

Date: _____



1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38

RESOLUTION 2011-21

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA,
RESCINDING RESOLUTION 2010-19 AND ESTABLISHING
THE CITY OF TAVARES WAYFINDING PLAN AND THE
CRITERIA FOR THE DESTINATIONS THAT MAY BE
DISPLAYED ON THE WAYFINDING PLAN SIGNAGE AS PART
OF THE WAYFINDING PROGRAM ADOPTED BY THE CITY OF
TAVARES

WHEREAS, as part of the City's Branding Initiative, Wilesmith Advertising designed a
Public Wayfinding System for the purpose of providing guidance and navigation information to
local cultural, historic, recreational and tourist activities of the city; and

WHEREAS, on May 5, 2010, this design was presented to City Council and at that
meeting, Council moved to authorize staff to issue a Request for Proposals for firms to
engineer, fabricate and install the signs specified by the Public Wayfinding System designed by
Wilesmith which were later modified to meet the State of Florida Department of Transportation
regulations; and

WHEREAS, Chapter 14-51.051(3) of the Florida Administrative Code mandates that
local governments develop and approve through local resolution the criteria for the destinations
shown on Wayfinding Signage; and

WHEREAS, Chapter 14-51.030 F.A.C. shall be used as the basic criteria for signing
destinations on the wayfinding signs and the City of Tavares Community Development
Department shall be responsible for maintaining and managing the wayfinding signs including
conducting reviews of written request for additions, subtractions or modifications to the signs;
and

WHEREAS, the adoption of this Resolution shall satisfy the requirements of the F.A.C.
and is a necessary component in the FDOT permitting process for Wayfinding Signage,
therefore,

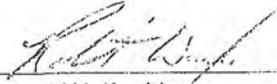
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA
AS FOLLOWS:

That the City of Tavares hereby adopts the following criteria for the City's Wayfinding
System. The System shall consist of two types of signs, strategically placed to efficiently and

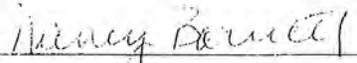
1 safely guide motorists to key civic, cultural, visitor and recreational destinations within the city.
2 The signs shall be designed to embrace and emphasize the City's brand... America's Seaplane
3 City. A color graphic representation of the initial signs and locations is attached to this
4 resolution as Exhibit "A". As the program expands additional signs and destinations are
5 expected.

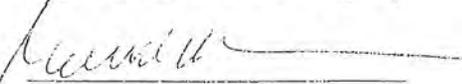
6
7 **THIS RESOLUTION** will become effective upon approval by the Tavares City Council.

8
9 **PASSED AND RESOLVED** this 5th day of October, 2011, by the Tavares City Council

10
11
12
13 
14 Robert Wolfe, Mayor
15 Tavares City Council

16 **ATTEST**

17
18 
19 Nancy Barnett, City Clerk

20
21
22
23 Approved as to form and legality:
24 
25 Robert Q. Williams, City Attorney



CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

**RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
 ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES**

SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
DELETED ITEMS BY DEPARTMENT AND FUND								
CITY COUNCIL								
<i>Total City Council</i>			-	-	-	-	-	-
CITY ADMINISTRATOR & General Government								
P	Ceiling speakers for Council Chambers	64-10	1202		1,600			1,600
P	Desktop scanner for City Receptionist	64-15	1202		1,500			1,500
P	Pavilion rental subsidy requests	81-10	1202				5,000	5,000
<i>Total City Administrator & General Government</i>			-	-	3,100	-	5,000	8,100
FINANCE/INFORMATION TECHNOLOGY								
P	Laserfiche licenses (2 @ \$500)	54-10	1301					1,000
P	Line Printer	64-10	1301		15,000			15,000
E	Ford F150 - to replace a Ford S-10	64-11	1301		15,000			15,000
		12-10 to						
P	January hire savings - Computer Info System Analyst	25-10	1302	18,041				18,041
P	Video surveillance server	64.1	1302		25,000			25,000
E	Emergency replacement computers	64-13	1302		3,066			3,066
P	5 new computers	64-14	1302		5,000			5,000
P	Reduce Virtual Machine Server	64-15	1302		7,000			7,000
P	Kaseya Help Desk and Workstation Monitoring System	64-23	1302		13,000			13,000
<i>Total Finance/IT Costs</i>			18,041	6,000	78,066	-	-	102,107
COMMUNITY DEVELOPMENT								
P	Lake Express - Reduced down to \$6,000	34-10	1501		14,000			14,000
P	Digital Kiosk sign for parking garage	52-28	1501		2,000			2,000
P	2 Digital Kiosk sign inserts for cabinets	52-28	1501		6,000			6,000
P	Seaplane sculpture design engineering	64-25	1501			4,100		4,100
<i>Total Community Development</i>			-	22,000	-	4,100	-	26,100
CITY CLERK								
P	Laserfiche document management software	64-23	1601		6,160			6,160
<i>Total City Clerk</i>			-	-	6,160	-	-	6,160
HUMAN RESOURCES								
P	Salary survey	34-10	1701		45,000			45,000
E	Postage - Employee newsletters	41-30	1701		350			350
P	250 City logo 2" binders	47-10	1701		1,500			1,500
<i>Total Human Resources</i>			-	46,850	-	-	-	46,850
PUBLIC COMMUNICATION								
<i>Total Public Communication</i>			-	-	-	-	-	-
FLEET MAINTENANCE								
		12-10 to						
P	1 Fleet Technician	24-10	1901	47,758				47,758
P	Fleet SunGard Software Maintenance	34-10	1901		7,667			7,667

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

**RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
 ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES**

		ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
P	Public Works Week	48-10	1901		1,000				1,000
E	Unforeseen expenses	59-90	1901		2,500				2,500
P	Portable Combination Welder	64-10	1901			7,200			7,200
P	SunGard Tracking Software	64-23	1901			16,640			16,640
	Total Fleet Maintenance			47,758	11,167	23,840	-	-	82,765
POLICE SERVICES									
	Uniform Division								
		12-10 to							
E	Police Captain Position	24-10	2101	130,050					130,050
E	Reduce overtime	14-10	2101	3,000					3,000
E	Reduce travel and training	40-10	2101		6,124				6,124
E	Reduce repairs to lidars, radars, cameras, and tasers	46-15	2101		3,500				3,500
E	Building renovations	46-10	2101		6,500				6,500
E	Reduce operating supplies	52-10	2101		1,000				1,000
E	Reduce durable goods	52-11	2101		1,976				1,976
E	Reduce fuel costs	52-15	2101		5,000				5,000
E	Reduce uniforms	52-25	2101		2,000				2,000
E	Reduce investigation funds	52-40	2101		1,000				1,000
P	Cell phone analyzer	64-10	2101			5,090			5,090
E	Replacement vehicle	64-11	2101			40,125			40,125
P	3 AR Rifles	64-16	2101			3,900			3,900
	Total Police Uniform Division			133,050	27,100	49,115	-	-	209,265
	Code Enforcement								
E	Reduce hearing costs	32-30	2103		1,000				1,000
E	Replacement vehicle	64-11	2103			26,536			26,536
	Total Code Enforcement Division			-	1,000	26,536	-	-	27,536
	Total Police Department			133,050	28,100	75,651	-	-	236,801
FIRE SERVICES - SUPPRESSION & ALS									
P	Aluminum cover for Battalion vehicle	52-11	2201		990				990
E	9 sets of bunker gear	52-36	2201		18,000				18,000
E	4 helmets	52-36	2201		960				960
E	9 sets of boots	52-36	2201		3,087				3,087
E	Jaws of Life	64-10	2201			20,000			20,000
P	Pump system with labor for brush truck	64-15	2201			7,258			7,258
E	Replace Battalion vehicle	64-17	2201			45,477			45,477
	Total Fire Department			-	23,037	72,735	-	-	95,772
GENERAL SERVICES									
	Facilities Maintenance								
E	Engineering services for Public Works projects	31-15	4101		7,000				7,000
P	Reduce amount for Pavilion-clean exterior windows	34-10	4101		20,000				20,000
E	Carpet cleaning for city facilities	34-10	4101		12,750				12,750
E	Reduce amount for large tree removal	34-10	4101		5,000				5,000
P	Roof management program	34-10	4101		14,490				14,490

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

**RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
 ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES**

SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
E Reduce canal maintenance	34-10	4101		2,500				2,500
E Reduce A/C maintenance program	3410	4101		1,000				1,000
E Reduce seminars, workshops, conferences, etc	40-10	4101		2,500				2,500
E Reduce rentals of specialized equipment	44-10	4101		1,000				1,000
P Repaint exterior of Ingraham Center	46-10	4101		2,692				2,692
P LED replacement fixtures - Shuffleboard Courts	46-10	4101		7,964				7,964
E New Mini Split A/C System for Stover	46-10	4101		8,338				8,338
P Roof replacement for Public Works Bldg	46-10	4101		15,000				15,000
P Council Chamber lighting	46-10	4101		25,000				25,000
P Replace flooring in Finance	46-10	4101		29,681				29,681
P Replace flooring in Administration	46-10	4101		19,285				19,285
P Replace flooring in Comm. Development	46-10	4101		13,463				13,463
P Replace flooring in Economic Development	46-10	4101		5,343				5,343
P Vandal resistant drinking fountain for Stover	46-10	4101		2,940				2,940
P Epoxy floor coating Stover Concession/Restrooms	46-10	4101		2,355				2,355
E Repair & maintain equipment	46-15	4101		7,500				7,500
P Utility bed for GS Truck	46-15	4101		6,800				6,800
E Reduce maintenance and repairs of items other than buildings	46-25	4101		2,000				2,000
E Marine engine replacement	46-37	4101		11,000				11,000
P Public Works Week - Moved to Solid Waste	48-10	4101		1,000				1,000
E Materials for Public Awareness	49-10	4101		1,000				1,000
E 50 traffic cones	52-10	4101		1,350				1,350
E Reduce work boots	52-25	4101		900				900
E Unforeseen expenses	59-90	4101		4,500				4,500
P John Deere Yard Loader	64-10	4101			118,727			118,727
E Rehab. Bucket Truck	64-10	4101			75,000			75,000
P F350 Truck w/ utility bed	64-11	4101			41,780			41,780
P F150 Truck	64-11	4101			35,207			35,207
P Ford Explorer	64-11	4101			27,500			27,500
P Clamshell for current loader 544J	64-15	4101			14,334			14,334
P Hydraulic pipe bender	64-15	4101			7,660			7,660
P LED replacement fixtures - Shuffleboard Courts	64-25	4101			5,390			5,390
P Tandem Axle Dump Trailer	65-15	4101			9,920			9,920
P Kubota	65-15	4101			11,000			11,000
P Truck Mounted Crane	65-15	4101			15,000			15,000
P Bobcat - Skid Steer Loader	65-15	4101			35,855			35,855
P Thermal printer and software	65-15	4101			22,044			22,044
P Emergency backup Generator	65-15	4101			110,000			110,000
Total Facilities Division				234,351	529,417			763,768
Streets Division								
P Reduce from 5 employees down to 1	12-10 to 24-10	4102		122,825				122,825

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS	
	12-10 to								
P January hire savings - Streets & Roads Manager	24-10	4102	15,167					15,167	
P Reduce overtime	14-10	4102		1,500				1,500	
P Transportation impact fee study	34-10	4102		25,000				25,000	
P Reduce roadway striping/markings - contracted	34-10	4102		10,000				10,000	
P Emergency pavement repairs	34-10	4102		30,000				30,000	
P Reduce seminars, workshops, conferences, etc	40-10	4102		500				500	
P Reduce telephone services	41-10	4102		2,276				2,276	
P Reduce repair and maintain equipment	46-15	4102		2,000				2,000	
P Contingency for unforeseen expenses	46-25	4102		5,000				5,000	
P Reduce traffic signal and school flashers maintenance	46-40	4102		1,832				1,832	
P Reduce purchase hardware, small tools, safety equipment	52-10	4102		2,459				2,459	
P Reduce uniform service	52-10	4102		734				734	
P Reduce first aid kits	52-10	4102		185				185	
P Reduce Fuel	52-15	4102		9,242				9,242	
P Reduce work boots	52-25	4102		450				450	
P Reduce Manager shirts	52-25	4102		400				400	
P Reduce Employee w/ City & name	52-25	4102		160				160	
P Reduce T-shirts (5 for each employee)	52-25	4102		300				300	
P Reduce Sweatshirts	52-25	4102		280				280	
P Street sign interlocal agreement with Lake County	63-10	4102			7,500			7,500	
P Reduce sidewalk grinding program	63-20	4102				20,000		20,000	
P Road pavement projects	63-30	4102				250,000		250,000	
P Alleyway improvements	63-30	4102				100,000		100,000	
P Reduce new computer	64-14	4102			2,000			2,000	
P Caterpillar AP500E compact paving machine	64-15	4102			275,000			275,000	
P Clamshell for Loader	64-15	4102			14,334			14,334	
P Gerber Thermal Printer and Software	64-15	4102			22,044			22,044	
P Caterpillar CB14 Vibratory Compact Roller	64-15	4102			38,393			38,393	
P F250 Truck w/ utility bed	64-17	4102			35,954			35,954	
P F350 Truck w/ utility bed	64-17	4102			41,780			41,780	
P Resurface Public Works complex and Fire Dept access rd	64-25	4102				30,000		30,000	
P Parking Lot of the Pavilion - final amount reduced	64-25	4102				16,593		16,593	
P Parking Lot of the Pavilion - moved to Sales Tax Fund	64-25	4102				58,407		58,407	
Total Streets Division				137,992	92,318	437,005	475,000	-	1,142,315
Construction Inspection Division									
Total Construction Inspection Division				-	-	-	-	-	-
Total General Services				137,992	326,669	966,422	475,000	-	1,906,083
ECONOMIC DEVELOPMENT									
Total Economic Development				-	-	-	-	-	-
LIBRARY SERVICES									
	12-10 to								
E Keeping open Youth Service Specialist at part-time	24-10	7101	31,438					31,438	

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

	SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
E	Replacement laptops	64-13	7101		13,200				13,200
P	Software	64-23	7101		(1,200)				(1,200)
	Total Library Services			31,438	12,000	-	-	-	43,438
PARKS AND RECREATION									
<u>Parks</u>									
E	Reduce various repair and maintenance items	46-25	7201		1,500				1,500
E	Reduce operating supplies	52-10	7201		10,000				10,000
P	Kubota L3800 w/ bucket	64-10	7201			27,500			27,500
P	Kubota L3800 w/ bucket	64-10	7201			27,500			27,500
E	Kubota lawn mower	64-10	7201			12,500			12,500
P	F250 Truck	64-11	7201			25,000			25,000
P	F250 Truck	64-11	7201			25,000			25,000
E	F150 Crew Cab to replace #428	64-11	7201			26,000			26,000
P	20 pieces of 4'x8' staging for events	64-15	7201			18,564			18,564
P	Tennis court windscreens for Aesop's park	64-15	7201			2,000			2,000
P	8'x16' trailer to hall reel mower	64-15	7201			4,000			4,000
P	Aesop's Park tennis court resurfacing	64-25	7201				10,000		10,000
P	Aesop's Park aeration fountain for retention pond	64-25	7201				10,000		10,000
P	Tavares Nature Park restrooms	64-25	7201				90,000		90,000
P	Tavares Nature Park security fencing	64-25	7201				21,000		21,000
P	Roofing or shade structure for shuffleboard courts	64-25	7201				114,672		114,672
P	ADA compliant fishing dock & boardwalk at Nature Park	64-25	7201				150,000		150,000
P	3 new scoreboards at Woodlea Sports Complex	64-25	7201			7,000			7,000
P	2 new scoreboards at Fred Stover Sports Complex	64-25	7201			5,000			5,000
P	Shade structure to cover bleachers at Woodlea Sports Complex	64-25	7201				23,500		23,500
P	LED digital marquee for Recreation office	64-25	7201			10,000			10,000
	Total Parks Services Division			-	11,500	190,064	419,172	-	620,736
<u>Recreation</u>									
P	Golf Cart for events	64-17	72-02			3,000			3,000
P	Rec Track Software	64-23	72-02			10,892			10,892
	Total Recreation Division			-	-	13,892	-	-	13,892
	Total Parks & Recreation Department			-	11,500	203,956	419,172	-	634,628
TOTAL GENERAL FUND				368,279	487,323	1,429,930	898,272	5,000	3,188,804
<i>3,188,804</i>									
TIF FUND									
E	Reduce promotional events	48-60	5901		15,000				15,000
E	Façade Grant	55-30	5901		4,000				4,000

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
Total TIF FUND			-	19,000	-	-	-	19,000
WATER								
Water Treatment Division								
E	City Attorney	31-10	3301					134
E	Pump Repair	46-81	3301					1,000
E	Credit Card Processing	49-32	3301					1,000
E	Operating Supplies	52-10	3301					1,500
E	Fuel Costs	52-15	3301					240
E	Operating Chemicals	52-65	3301					1,000
P	John Deere #544 Front End Loader	64-15	3301			30,000		30,000
	Total Water Treatment Division			-	4,874	30,000	-	34,874
Water Transmission Division								
E	Travel & Per Diem	40-10	3302					100
E	Operating Supplies	52-10	3302					2,000
E	Fuel Costs	52-15	3302					150
P	Potable hydraulics pipe cutter	64-15	3302			13,035		13,035
P	John Deere #544 Front End Loader	64-15	3302			30,000		30,000
	Total Water Transmission Division			-	2,250	43,035	-	45,285
	Total Water Department			-	7,124	73,035	-	80,159
	Total Water Transmission Division			-	9,374	116,070	-	125,444
	Total Water Department			-	14,248	146,070	-	160,318
WASTEWATER								
Wastewater Treatment Division								
E	Travel & Per Diem	40-10	3501					1,000
E	Electric, Water, Gas	43-10	3501					1,000
E	Operating Supplies	52-10	3501					500
P	Purchase property adjacent to Caroline Plant	61-10	3501			30,000		30,000
P	John Deere #544 Front End Loader	64-15	3501			30,000		30,000
	Total Wastewater Treatment Division			-	2,500	60,000	-	62,500
Wastewater Reuse Division								
E	Operating Supplies	52-10	3502					3,000
E	Reuse Meters	52-22	3502					2,000
	Total Wastewater Reuse Division			-	5,000	-	-	5,000
Wastewater Lab Division								
E	Advertising	49-10	3503					1,000
E	Fuel Costs	52-15	3503					150
	Total Wastewater Lab Division			-	1,150	-	-	1,150

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
<u>Wastewater Collection</u>								
E	Replace molar ground penetrating radar	64-10	3504		15,500			15,500
P	Bypass pump for liftstation emergencies	64-15	3504		40,000			40,000
P	New stationary generator - Liftstation 4	64-15	3504		13,035			13,035
P	Rehab LS 11	64-25	3504			48,500		48,500
	Total Wastewater Collection Division			-	-	68,535	48,500	-
	Total Wastewater Department			-	8,650	128,535	48,500	-
	Total Water/Wastewater Fund			-	22,898	274,605	48,500	-
SOLID WASTE								
		12-10 to						
E	January hire savings - Driver I	24-10	3401	15,434				15,434
E	Replace unit 612 (clam truck)	64-11	3401		30,202			30,202
E	Refurbish Unit 620 - reduced	64-11	3401		57,000			57,000
P	Construct recycle dumpster enclosure on Ruby Street	64-25	3401			10,000		10,000
	Total Solid Waste Fund			15,434	-	87,202	10,000	-
STORMWATER								
P	Logic Concepts - asset management program	34-10	3801		21,400			21,400
E	Contractual storm line repairs, ditch cleaning, etc.	34-10	3801		2,754			2,754
P	Small streetsweeper	64-15	3801		120,000			120,000
P	John Deere #544 Front End Loader	64-15	3801		30,000			30,000
P	Sinclair Ave drainage improvements	64-25	3801			500,000		500,000
P	Fox Run drainage reduced	64-25	3801			5,000		5,000
	Total Stormwater Fund			-	24,154	150,000	505,000	-
SEAPLANE BASE								
<u>Airport & Marina Operations</u>								
E	Business plan to grow to self sufficiency	34-10	4304		30,000			30,000
E	Dock repairs	46-11	4304		15,000			15,000
E	Durable Goods	52-11	7401		700			700
P	Kubota Mower	64-15	7401		12,500			12,500
	Total Airport & Marina Operations			-	45,700	12,500	-	-
<u>Splash Park</u>								
			7301					-
	Total Splash Park			-	-	-	-	-
<u>Wooton Park General Maintenance</u>								
E	Sound system	46-25	7401		10,000			10,000

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
E	LED light show	46-25 7401		15,000				15,000
P	Cages for 91 LED lights in the park	46-25 7401		22,750				22,750
	Total Wooton Park General Maintenance		-	47,750	-	-	-	47,750
	Total Seaplane Base		-	93,450	12,500	-	-	105,950
Pavilion Fund								
		7501					-	-
			-	-	-	-	-	-
TOTAL ENTERPRISE FUND OPERATIONS			15,434	140,502	524,307	563,500	-	1,243,743
TOTAL ALL CITY WIDE DELETIONS			383,713	646,825	1,954,237	1,461,772	5,000	4,451,547
WATER/WASTEWATER IMPACT FUND								
			-	-	-	-	-	-
TOTAL ALL RESTRICTED FUNDS			-	-	-	-	-	-
TOTAL CITY WIDE DELETIONS			383,713	646,825	1,954,237	1,461,772	5,000	4,451,547

DELETED ITEMS BY FUNCTION

GENERAL GOVERNMENT							
Mayor and City Council	-	-	-	-	-	-	-
City Administrator & General Government	-	-	3,100	-	5,000	-	8,100
Finance & Technology	18,041	6,000	78,066	-	-	-	102,107
Legal Services	-	-	-	-	-	-	-
City Clerk	-	-	6,160	-	-	-	6,160
Human Resources	-	46,850	-	-	-	-	46,850
Public Communication	-	-	-	-	-	-	-
Fleet Maintenance	47,758	11,167	23,840	-	-	-	82,765
Total General Government	65,799	64,017	111,166	-	5,000	-	245,982

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES

SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
PUBLIC SAFETY								
Police Services			133,050	28,100	75,651	-	-	236,801
Fire Services			-	23,037	72,735	-	-	95,772
<i>Total Public Safety</i>			133,050	51,137	148,386	-	-	332,573

CITY OF TAVARES
 PROPOSED BUDGET
 FISCAL YEAR 2014-2015

E = Existing
 P = Proposed

"Exhibit A"

**RUNNING SUMMARY OF CITY ADMINISTRATOR'S BUDGET DELETIONS
 ITEMS LISTED WERE DELETED FROM THE PROPOSED BUDGET FOR BALANCING PURPOSES**

SERVICE DESCRIPTION	ACCT NUMBER	DEPT	PERSONAL SERVICES	OPERATING EXPENSES	CAPITAL EQUIPMENT/ SOFTWARE	CAPITAL PROJECTS	DEBT SERVICE, TRANSFER & OTHERS	TOTALS
PHYSICAL ENVIRONMENT								
Community Development			-	22,000	-	4,100	-	26,100
General Services			137,992	326,669	966,422	475,000	-	1,906,083
<i>Total Physical Environment</i>			137,992	348,669	966,422	479,100	-	1,932,183
ECONOMIC DEVELOPMENT								
Economic Development Department - GF			-	-	-	-	-	-
<i>TIF Fund</i>			-	19,000	-	-	-	19,000
<i>Total Economic Development</i>			-	19,000	-	-	-	19,000
CULTURE & RECREATION								
Library			31,438	12,000	-	-	-	43,438
Parks & recreation			-	11,500	203,956	419,172	-	634,628
<i>Total Culture & Recreation</i>			31,438	23,500	203,956	419,172	-	678,066
Total Governmental Functions			368,279	506,323	1,429,930	898,272	5,000	3,207,804
ENTERPRISE OPERATIONS								
Water			-	14,248	146,070	-	-	160,318
Wastewater			-	8,650	128,535	48,500	-	185,685
Sanitation			15,434	-	87,202	10,000	-	112,636
Stormwater			-	24,154	150,000	505,000	-	679,154
Seaplane Base			-	93,450	12,500	-	-	105,950
Pavilion Fund			-	-	-	-	-	-
<i>Total Enterprise Operations</i>			15,434	140,502	524,307	563,500	-	1,243,743
RESTRICTED								
Water/Wastewater			-	-	-	-	-	-
<i>Total Restricted</i>			-	-	-	-	-	-

**AGENDA SUMMARY
TAVARES CITY COUNCIL
August 20, 2014**

AGENDA TAB NO. 19

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)

- City Council Regular Meeting & Public Hearing to Adopt Tentative Millage Rate and Tentative Budget for Fiscal Year 14-15 (4:00 for Meeting and 5:05 p.m. for Public Hearing) – September 3, 2014
- City Council Regular Meeting & Public Hearing to Adopt Final Millage Rate & Final Budget for Fiscal Year 2014-2015 (Meeting at 4:00 p.m. and Public Hearing at 5:05 p.m. – September 17, 2014
- Code Enforcement Special Magistrate Hearing – August 26, 2014 – 5:30 p.m.
- Lake County League of Cities Meeting – September 12, 2014; 12:00 p.m. Elks Lodge, Tavares
- Lake Sumter MPO Board – August 27, 2014 – 2:00 p.m. - MPO Board Room, Leesburg
- Library Board – August 20, 2014 - Library Conference Room – 2:00 p.m.
- Planning & Zoning Board – August 21, 2014 – City Council Chambers – 3:00 p.m.

OTHER EVENTS

Hydro Drag World Champs – August 30-31

Hydrocross Water Racing – September 6 and 7, 2014

Rifles, Rails & History – September 26-28

Pavilion on the Lake Grand Opening – October 11, 2014

Close Your Eyes Event at Tavares City Hall Flagpole – New Visions – 9:30 am to 10:30 am

Monster Splash – October 25

Howl o Fest – October 24-25

Z-Fest – November 15, 2014

Christmas Parade & Celebration – December 6

**AGENDA SUMMARY
TAVARES CITY COUNCIL
August 20, 2014**

AGENDA TAB NO. 20

SUBJECT TITLE: City Councilmembers Report

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