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**CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
FEBRUARY 4, 2015
CITY COUNCIL CHAMBERS
4:00 p.m.**

COUNCILMEMBERS PRESENT

ABSENT

Kirby Smith, Mayor
Bob Grenier, Vice Mayor
Lori Pfister, Councilmember
Lisa Johnson, Councilmember
Robert Speaks, Councilmember

STAFF PRESENT

John Drury, City Administrator
Robert Q. Williams, City Attorney
Susie Novack, Deputy City Clerk
Brad Hayes, Utility Director
Lori Houghton, Finance Director
Chris Thompson, Public Works Director
Joyce Ross, Communications Director
Tammey Rogers, Community Services Director
Richard Keith, Fire Department
Jacques Skutt, Director of Community Development
Stoney Lubins, Police Chief

I. INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Greg Watts, Liberty Baptist Church, gave the invocation and led those present in the Pledge of Allegiance.

II. CALL TO ORDER

Mayor Smith called the meeting to order at 4:00 p.m.

Mayor Smith noted hearing devices available at the entrance table and requested that cell phones be silenced.

III. APPROVAL OF AGENDA

MOTION

Bob Grenier moved for approval of the Agenda, seconded by Robert Speaks. The motion carried unanimously 5-0.

1 **IV. APPROVAL OF MINUTES**

2
3 **Tab 1) Minutes of January 21, 2015 Regular Council Meeting**

4
5 Mayor Smith noted the minutes of the January 21, 2015 Regular City Council Meeting were
6 deferred.

7
8 **V. PROCLAMATIONS/PRESENTATIONS**

9
10 **Tab 2) 2015 MPO Award for Alfred Street/Caroline Street One Way Pair Project**

11
12 TJ Fish presented an award for the Large Municipality of the Year for the Alfred Street/Caroline
13 Street One Way Pair Project to Mayor Smith, Councilmember Pfister (Council Liaison), Mr. Skutt,
14 DRMP, BESH, and DeWitt, who accepted the award on behalf of the City of Tavares.

15
16 Councilmember Pfister said this is the first project she started when elected in 2006. She said
17 that she is hopeful the landscaping and lighting will be included in the next fiscal year budget and
18 thanked everyone for their patience during the project.

19
20 Mr. Drury noted that he and the Mayor would be attending an upcoming Board of County
21 Commissioners Meeting to present the Board with a Resolution that was passed during the
22 January 21, 2015 City Council Meeting, thanking the County for their participation in the project.
23 He invited all Councilmembers who wished to attend.

24
25 **Tab 3) Firefighter of the Year**

26
27 Chief Keith presented Scott Bowerman as the Tavares Fire Department's 2014 Firefighter of the
28 Year.

29
30 **VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE CONTACTS**

31
32 Attorney Williams advised that there are two quasi-judicial matters before Council Tab 4
33 (Ordinance 2015-01 Rezoning – First Reading/No Discussion at First Reading), Tab 5 (Ordinance
34 2015-02 – Transmittal Hearing). He asked those who wished to speak to stand and be sworn in.
35 He asked Council if they wished to declare any ex parte communications. There were none.

36
37 **VII. READING OF ALL ORDINANCES/RESOLUTIONS**

38
39 Ms. Novack read the following ordinances/resolutions by title only:

40
41 **ORDINANCE 2015-01**

42
43 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING**
44 **APPROXIMATELY 101 ACRES OF VACANT PROPERTY GENERALLY**
45 **LOCATED SOUTH OF SLIM HAYWOOD AVENUE, NORTH OF CAMP ROAD**
46 **AND WEST OF SR-19, FROM PD (PLANNED DEVELOPMENT) TO RMF-3**
47 **(RESIDENTIAL MULTI-FAMILY); SUBJECT TO THE RULES,**

1 Planning & Zoning Board in its capacity as the Local Planning Agency voted unanimously to
2 recommend approval for transmittal of Ordinance 2015-02 to the State Department of Economic
3 Opportunity for consideration. Staff recommends approval.

4
5 Mayor Smith asked for comments and questions from Council.

6
7 Mayor Smith invited Vance Jochim to speak. Mr. Yokem welcomed this ShantiNiketan's Phase to
8 the community.

9
10 **MOTION**

11
12 **Robert Speaks moved for approval of Ordinance 2015-02, seconded by Bob Grenier. The**
13 **motion carried unanimously 5-0.**

14
15 **ORDINANCES - SECOND READING**

16
17 None.

18
19 **RESOLUTIONS**

20
21 None.

22
23 **XI. GENERAL GOVERNMENT**

24
25 **Tab 6) Board Appointments**

26
27 Mayor Smith made the following board appointments:

- 28
29
- Planning & Zoning Board – Roy Stevenson
 - Fire Pension Board – Bill Stomp
 - Florida League of Cities - Robert Speaks
 - League of Cities Solid Waste Advisory - Jeff Henderson
 - MPO Bicycle Pedestrian – Gina Bennett
- 33

34
35 **MOTION**

36
37 **Lori Pfister moved for approval of the Mayor's appointments to the Boards, seconded by**
38 **Bob Grenier. The motion carried unanimously 5-0.**

39
40 **Tab 7) Correction re: Mutual Position Appointment to Fire Pension Board**

41
42
43 Mayor Smith appointed Richard Keith to the Mutual Position Appointment to the Fire Pension
44 Board.

45
46 **MOTION**

47

1 **Lori Pfister moved for approval of Richard Keith to the Fire Pension Board, seconded by**
2 **Bob Grenier. The motion carried unanimously 5-0.**

3
4 **Tab 8) Council Representation in Police & Fire Union Bargaining Sessions**

5
6 Mr. Drury noted each year the City's Management Union Bargaining Team negotiates and
7 bargains its labor agreements with the Police and Fire Labor Bargaining Teams. Mr. Drury said
8 the city is seeking Council replacements. He said there are approximately 5 bargaining meetings
9 before an agreement is brought back to Council and the Union members for approval.

10
11 Vice Mayor Grenier volunteered for the Fire Union Negotiation Bargaining Team.

12
13 Councilmember Speaks volunteered for the Police Union Negotiations Bargaining Team.

14
15 **Tab 9) Council Budget Priorities & Goals for Fiscal Year 2016 Budgeting Process**

16
17 Mr. Drury said he will begin the budget process at the end of the month and asked for Council to
18 provide broad/high level budget goals for the next fiscal year October 1, 2015 to September 30,
19 2016. He said that he will incorporate the broad budget goals into the discussions with the
20 management team and develop a line item detailed budget. The budget will be brought back
21 before Council for review and discussion at public meetings that are held throughout the
22 budgeting process.

23
24 The following were broad budget goals identified by each Councilmember:

25
26 Councilmember Pfister

- 27 • Alfred Street Landscaping
- 28 • More funding for Library Expansion

29
30 Vice Mayor Grenier (he said he would provide ideas and thoughts throughout the next few
31 months)

- 32 • Old 441 Corridor from Mt. Dora Gateway Improvements
- 33 • New Phase of Tavares (Lane Park Side of Tavares) well planned with a balance between
34 conservation green space and commercial businesses like Publix

35
36 Councilmember Speaks

- 37 • Implement and Fund for Street and Road Improvements/Repair 5 Year Plan
- 38 • Maintain Level of Service for Utilities and Services
- 39 • Budget Numbers for Clerk of Court Recording Building – Line items to maintain until it is
40 sold.
- 41 • Stay on top of income, expenses, and debt service coverage.

42
43 Councilmember Johnson

- 44 • Compensation for Employees
- 45 • Maintain same Level of Service
- 46 • Continue growth downtown for Small Businesses

1
2 Mayor Smith

- 3 • Do what we can to reduce millage rate while keeping same level of service – making
- 4 marina and pavilion self sufficient and returning monies back into the General Fund
- 5 • Increase Economic Development Impact – New Economic Development Director –
- 6 someone who can continue to grow the city so that we can continue to have our small
- 7 town feel but enjoy some of the niceties of larger cities
- 8

9 Mr. Drury thanked Council. Mayor Smith thanked the Department Directors.

10
11 **Tab 10) Discussion on Request to Waive Deposit for Sunset View/Three Lakes Utility**
12 **Accounts**

13
14 Mayor Smith said that during the January 21, 2015 City Council Meeting a request was made by
15 a citizen regarding waiving the deposits for the Sunset View/Three Lakes Utility accounts.

16
17 Ms. Houghton said the current rate Ordinance (Ordinance 2009-22) states that residential
18 deposits shall be \$175.00. On January 20, 2010 Council adopted Ordinance 2009-36 which
19 provides utility deposit waivers with specific waiver criteria for existing customers in good
20 standing. Should Council elect to grant deposit waivers for new connections at Sunset
21 View/Three Lakes Mobile Home Park community, an amendment to the current rate Ordinance
22 2009-22 would be required. Staff does not recommend waiving the deposits and to return said
23 deposits to each account holder after one year of on-time payments per the current ordinance.
24

25 Mayor Smith asked for comments from Council.

26
27 **MOTION**

28
29 **Robert Speaks moved to approve Option 2 of the staff recommendation [Do not waive**
30 **deposits for Sunset View/Three lakes Mobile Home Park Assessed Properties and return**
31 **said deposits to each account holder after one year of on time payments per current**
32 **ordinance], seconded by Bob Grenier. The motion carried unanimously 5-0.**
33

34 **Tab 11) Update on Interlocal Services Boundary Agreement (ISBA)**

35
36 Mr. Drury said the Interlocal Service Boundary Agreement (ISBA) is being negotiated with Lake
37 County, Mount Dora, Leesburg, Astatula, Eustis, and Tavares which will define the city's future
38 incorporated area for the next 20-50 years. He said Mayor Smith and the City Attorney have
39 attended the meetings and negotiated a good boundary. A map has been developed to identify
40 the future ISBA. Leesburg, Mount Dora, Eustis, and Astatula have agreed to the boundary line.
41 He said all of the cities are in concert and Lake County will craft an ISBA agreement. Once the
42 agreement is adopted by the County then it will come before Council for approval.
43

44 Mr. Drury said the agreement includes that Lake County will reimburse the city for fire responses
45 for the first time in the city's history.

46
47 Mayor Smith asked for comments and questions from Council. There were none.

1
2 **XII. OLD BUSINESS**

3
4 None.

5
6 **XIII. NEW BUSINESS**

7
8 Mayor Smith said that he has received citizen concerns of parking issues on Main Street
9 regarding county employees parking on the streets instead of the parking garage. Mr. Smith said
10 he would like Council to allow staff to look into some of the options to assist the business owners
11 Monday through Friday.

12
13 Councilmember Pfister said that the only day she sees a problem is on Tuesday during the Board
14 of County Commission meetings. She noted that a two hour limit would not be feasible for
15 handicapped persons, persons who work in their offices throughout the day, or residents that live
16 on the street.

17
18 Mr. Drury said the City has written letters to the constitutional officers to let their employees and
19 public know that there is a brand new parking garage and it is the preferred place to park. He
20 said that staff will come back with ideas such as pocket parking lots as well as send an annual
21 letter from the Mayor to the County Commission asking to remind their employees that on
22 Tuesdays the City of Tavares and business community would appreciate if everyone would park
23 in the garage.

24
25 Councilmember Speaks said Eustis and Mount Dora have similar problems as Tavares. He said
26 part of the problem has been that the merchants park in front of their own shops. He noted there
27 will be additional parking available in the rear of the Clerk's building.

28
29 Vice Mayor Grenier noted his support to try to come up with additional parking options.

30
31 Attorney Williams said the County Manager and County Attorney offices have tried to get the
32 employees to park in the parking garage. He noted County employees park at his business
33 location in lieu of the parking garage.

34
35 **XIV. AUDIENCE TO BE HEARD**

36
37 Betty Burleigh, N. New Hampshire Avenue, said that in 1978 Mike Coven, 28, qualified for
38 Tavares City Council. He was a member of the Lions Club. Mr. Coven won the election and is
39 the 3rd generation of Coven Construction.

40
41 Brian Albee, HOA Board, Lakeside of Tavares, Bayshore Circle, said he is new to the community
42 by 5 years and thanked the City Council for their forward thinking for all of the activities in Wooton
43 Park. He said that during an HOA meeting, concern was raised regarding homes that have been
44 purchased by investment companies which have become rental units in the subdivision. He said
45 one of the homes has squatters which is creating a hazard for the neighbors of the community.
46 He said the residents have called the Police and Code Enforcement and wanted to bring it to
47 Council to get some assistance from the City.

1
2 Councilmember Smith asked him to give him his phone number and he can speak with him about
3 this further.

4
5 Chief Lubins said one house has been a particular problem in the neighborhood and has an
6 active code case. He said that he will find out where the city is in the code enforcement process
7 and will report back. He said there is extra patrol in the area and one particular house is
8 consistently causing an issue and the Police Department is fully aware of the concerns and
9 issues.

10
11 Mayor Smith noted that it takes a little time to get through the code enforcement process.

12
13 Brenda Smith, Smith Avenue, said she worked for the Tavares City Attorney who later became
14 the County Attorney. She said that they were working on the boundaries of the City at that time
15 and thanked the Mayor for all of his hard work.

16
17 Timothy Watts, Bayshore Circle, said he lives next to a home with squatters. He noted his
18 frustration with the squatters, altercations with residents, a fence that has a hole in it allowing
19 access to/from a commercial area, lack of police patrols and responses. He said that he will be
20 meeting with Mr. Drury regarding the issues.

21
22 Mayor Smith said he believes the meeting with Mr. Drury and Chief Lubins will be very fruitful and
23 invited him come back and give a report as requested. Mr. Watts said he would like extra patrol
24 in the neighborhood.

25
26 Vance Jochim discussed world events.

27
28 Vice Mayor Grenier asked Attorney Williams to explain the laws regarding squatters. Attorney
29 Williams reviewed issues regarding “squatters,” including the length of time it takes to resolve
30 problems through the court system.

31
32 Mr. Drury said that due process requires a court of law and it takes time. He said that it is the
33 city’s job to contain the collateral damage and to follow due process.

34
35 **XV. REPORTS**

36
37 **Tab 14) City Administrator**

38
39 Mr. Drury noted event season is kicking off this weekend with the African American Heritage
40 Festival followed by the fishing tournaments. He said a list of events has been provided.

41
42 **City Clerk**

43
44 **Human Resources**

45
46 **Public Works**

47

1 **Utilities**

2
3 **Public Communications**

4
5 **Police Chief**

6
7 **Fire Chief**

8
9 **Community Services Director**

10
11 Ms. Rogers said this Friday evening at the Tavares High School gymnasium the city sponsors a
12 cultural event for the community. David Willis, the African American Community Choir, and the
13 Center for Contemporary Dance will be performing.

14
15 Ms. Rogers said the Father Daughter dance will be held at the Pavilion on Thursday evening.
16 She said that this is the first year one of the citizens who is in her 50's purchased tickets for she
17 and her 80 year old father.

18
19 Ms. Rogers said the tennis courts resurfacing contract is in negotiations and the courts will be
20 closed for repair. She said the Ingraham Park restrooms are fully up and running.

21
22 **Finance Director**

23
24 **Community Services**

25
26 **City Attorney**

27
28 **Tab 15) City Council**

29
30 **Councilmember Pfister**

31
32 Councilmember Pfister asked everyone to keep Pat and Gene Johnson in their prayers.

33
34 **Vice Mayor Grenier**

35
36 Vice Mayor Grenier asked everyone to keep his father in their prayers.

37
38 Vice Mayor Grenier noted that he recently took a working walk through the city with Mr. Drury and
39 stated how pleasant and walkable the community is. He noted that Maude Street was named
40 after Maude Wakeland, wife of Gilford Wakeland; three generations of Wakelands lived in the
41 Woodlea House for over 100 years. He said Ruby Street was named for Ruby Prevatt whose
42 father worked for Lake Region Packing Association for 45 years and was once the Mayor of
43 Tavares. Mr. Grenier said that he believes Ms. Prevatt is living in Leesburg and is in her 90's.

44
45 **Councilmember Speaks**

46
47 **Councilmember Johnson**

1
2 Councilmember Johnson said she is excited about the upcoming events. She was honored to
3 participate in the Crappie Tournament.

4
5 **Mayor Smith**

6
7 Mayor Smith said that he and the City Administrator and he will be traveling to Tallahassee for
8 Lake County Days February 17, 2015.

9
10 **Adjournment**

11
12 There was no further business and Mayor Smith adjourned the meeting at 5:17 p.m.

13
14 Respectfully submitted,

15
16
17 _____
18 Susie Novack, MMC
19 Deputy City Clerk

20
21