

**CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
JULY 15, 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
Nancy Barnett, City Clerk
Robert Q. Williams, City Attorney
Chris Thompson, Public Works Director
Tammy Rogers, Community Services Director
Mike Fitzgerald, Community Development
Stoney Lubins, Police Chief
Richard Keith, Fire Chief
Bob Tweedie, Economic Development Director
Joyce Ross, Public Communications Director
Lori Tucker, Human Resources Director

I. CALL TO ORDER

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

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Tom Cavanaugh of First Baptist Church of Mt. Dora gave the invocation and led those present in the Pledge of Allegiance.

Mayor Smith advised that there were hearing devices available by the front door. He asked for those who wished to speak on a specific item in the agenda to please fill out the Request to Speak forms and turn into the Police Chief or City Clerk. He asked that cell phones be muted or turned off.

Mayor Smith noted that County Attorney Sandy Minkoff was present to stand in for the City Attorney who was not able to attend this meeting. Mayor Smith stated Mr. Minkoff was on the City Council previously from 1984 to 1992 and also served as Council President for a period of time. He thanked Mr. Minkoff for his assistance at this meeting.

1 Mayor Smith noted that there will be two Audiences to be Heard which are opportunities to speak
2 for items that have not been covered.

3
4 **III. APPROVAL OF AGENDA**

5
6 **MOTION**

7
8 Robert Speaks moved to approve the agenda as submitted, seconded by Lori Pfister. The
9 motion carried unanimously 5-0.

10
11 **IV. APPROVAL OF MINUTES**

12
13 **Tab 1) Minutes of July 1, 2015 Regular Council Meeting**

14
15 **MOTION**

16
17 Lori Pfister moved to approve the minutes of July 1, 2015 as submitted, seconded by Bob
18 Grenier. The motion carried unanimously 5-0.

19
20 **V. PROCLAMATIONS/PRESENTATIONS**

21
22 **Tab 2) 2015 Election Proclamation**

23
24 Mayor Smith read the Election Proclamation as follows:

25
26 **NOTICE OF ELECTION**

27
28 The 2015 City Election will be held on Tuesday, November 3, 2015 in the City Hall Council
29 Chambers, First United Methodist Church, Lake County Agriculture Center, Lake Frances Estates
30 Clubhouse, Tavares Masonic Lodge, Imperial Terrace, and Royal Harbor Social Hall, for the purpose
31 of electing two non-partisan Councilmembers to Seat 2 and Seat 4 to serve at large for 2015-2017.

32 NOTICE IS HEREBY GIVEN that the registration for Lake County is now open for registration
33 of all qualified voters of the City of Tavares at the office of the Supervisor of Elections for Lake
34 County in the Administrative Building of Tavares, Florida, during the usual office hours.

35
36 Electors of the City of Tavares who have registered on or prior to October 5, 2015 at 5 p.m.
37 will be processed for voting at the City Election to be held on the 3rd day of November, 2015.

38
39 Nominations to Seats 2 and Seat 4 shall be by petition signed by at least twenty-five (25)
40 qualified electors of the City of Tavares and must name the individual and the specific Council seat
41 sought. A candidate may qualify for only one seat. The petition must be filed with the City Clerk by
42 Noon at City Hall for the City of Tavares on or before the 17th day of August, 2015 along with all
43 required election documents. Election packets may be obtained from the City Clerk.

1
2 **AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF TAVARES BY**
3 **ANNEXING UNDER THE TERMS AND CONDITIONS OF THE INTERLOCAL**
4 **SERVICE BOUNDARY AGREEMENT BETWEEN THE CITY OF TAVARES AND**
5 **LAKE COUNTY APPROXIMATELY 46.80 ACRES OF VACANT NON-CONTIGUOUS**
6 **PROPERTIES GENERALLY LOCATED ON THE SOUTH SIDE OF OLD US**
7 **HIGHWAY 441, EAST OF DAVID WALKER ROAD; REZONING THE PROPERTIES**
8 **FROM COUNTY R-1 (RURAL RESIDENTIAL) AND COUNTY R-2 (ESTATE**
9 **RESIDENTIAL) TO CITY RMF-2 (MULTI-FAMILY RESIDENTIAL) WITH CERTAIN**
10 **CONDITIONS; SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS**
11 **ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN**
12 **EFFECTIVE DATE.**
13

14
15 **VIII. CONSENT AGENDA**

16
17 **IX. ORDINANCES/RESOLUTIONS**

18
19 **Tab 5) Ordinance #2015-12 – Annexation & Rezoning & Utility Agreement for 44 Acres on**
20 **the South Side of US 441, East of David Walker Road**

21
22 Mr. Skutt said this is an application to consider the annexation and rezoning to RMF-2
23 (Residential Multi-Family) of approximately 46.8 acres of property located on the south side of
24 Old US 441 east of David Walker Road. This is the first request for annexation under the new
25 Interlocal Services Boundary Agreement with the County. Under that agreement, a condition of
26 the annexation is that the developer must enter into a concurrent Water and Sewer Utility
27 Agreement to extend those utilities to the development. Charlie Johnson Builders, the owners of
28 the property, has signed this agreement which is attached as an exhibit to the ordinance. The
29 applicant is proposing to develop a single family subdivision. The project engineer, Mr. Hiott, from
30 BESH Engineering, estimates that the property could support about 150 new homes after the
31 roads and infrastructure is constructed. This application came to the Planning & Zoning Board on
32 June 18th; There were a number of residents from the neighboring subdivision in attendance that
33 were uncomfortable with the range of uses allowed under the RMF-2 zoning which also allows
34 duplexes and town homes.
35

36 From that meeting, staff determined that there is a need for a new district in the Land
37 Development Regulations that allows exclusively single family dwellings on 60 foot wide lots
38 which is the minimum size allowed under an RMF-2 zoning. Staff therefore is preparing an
39 amending ordinance that creates this new zoning designation that will go to the Planning &
40 Zoning Board in August and to City Council in September.
41

42 Mr. Skutt said the developer has consented to the addition of a condition to the ordinance that
43 states only single family dwellings may be constructed. Access will be off Old 441 at the existing
44 rail crossings. The emergency access off Fair Vista Drive will be gated and locked and available
45 only to emergency responders which will be stipulated in the subdivision construction approval
46 process. Before any construction is approved, all the usual permits from outside agencies must
47 be obtained including environmental, school, traffic, wetland protection, etc.
48

1 Mr. Skutt said this project has been in the planning stages for many years. The adoption of the
2 ISBA has provided a clear path for an extension of the city's utilities. Staff believes that a
3 residential zoning is the most compatible use and that voluntary annexation of properties within
4 the ISBA that can be readily serviced is essential for the city's growth. The Planning & Zoning
5 Board voted 5-1 to recommend approval of this application and staff recommends approval.
6

7 Mayor Smith noted there were several people who wished to speak on the ordinance. The
8 following residents addressed Council:
9

10 Elizabeth DeWild – 31047 Fair Vista Drive
11

12 Ms. DeWild stated she is located in the adjacent property subdivision where there are
13 approximately 16 homes. She said her biggest concern is safety and the main access off of Old
14 441 and the proposed emergency access that will entitle people to come through their
15 neighborhood to get out of the other neighborhood.
16

17 Scott Dawson – 15802 Oak Glen Way
18

19 Mr. Dawson said it has been a quiet neighborhood and they do not want it to change. He spoke
20 about traffic concerns and noted the residents do not want anything coming to the end of their
21 property which right now is a wooded area. He discussed endangered species and the issue of
22 multifamily housing affecting property values.
23

24 Bobby Cooper – 31140 Fair Vista Drive
25

26 Ms. Cooper stated she has a letter to give to City Council. She said they live in the Charlie
27 Johnson subdivision and are also concerned about the emergency access. She said with all the
28 frontage on Old 441 she did not understand why there could not be two entrances to the
29 subdivision on Old 441 versus coming in off of Fairview and then Fair Vista Drive which were
30 designed for lower amounts of traffic.
31

32 Danny Caddell – 30827 Fairview Avenue
33

34 Mr. Caddell said he liked what he was hearing and appreciated the opportunity to speak. He
35 noted that before this project can begin there will be a complete site plan presented to the City
36 Council. Mayor Smith confirmed. Mr. Caddell said that will provide assurance before final
37 approval is given for any construction on this property. He noted the big concern is access
38 through the existing subdivision that will create tremendous traffic onto Fairview which has been
39 addressed. He said he is comfortable waiting for the final site plan and will ask Council to make
40 sure that what he has heard today is adhered to and passed.
41

42 Mr. Drury asked for clarification that the site plan will be done at the Council level. Mr. Skutt
43 confirmed that staff must bring a preliminary subdivision plan to Council.
44

45 Sharon Rogers – 31104 Fair Vista Drive
46

47 Ms. Rogers said her concern is that all of the properties south of Old 441 to Lake Dora are over
48 one quarter acre in size so when considering the rezoning that should be kept in consideration.

1 She said it will hurt the re-sale value of a lot of the properties that are currently owned by new and
2 long term residents. She spoke about property value concerns and their wish to keep their
3 neighborhood upscale.

4
5 Michele Glenn – 30931 Fairview Avenue
6

7 Ms. Glenn said her main concern is the traffic coming onto Fairview and if there is access coming
8 onto the subdivision behind. She said there is concern because the road that is the only access to
9 the subdivision behind her, was supposed to have been an emergency access and not the main
10 access which it has subsequently become. She asked for clarification on city taxes. Mr. Drury
11 responded if a resident voluntarily annexes into the city they will pay a city tax but a Lake County
12 resident would not pay a city tax.

13
14 Tammy Harvin – 31129 Fair Vista Drive
15

16 Ms. Harvin reiterated her concern with building 150 homes and only having one access in and out
17 of the neighborhood. She said if there were any emergency at the railroad tracks, how would 300
18 cars get out of the neighborhood. She said there should be two ways in and out of the
19 neighborhood but they did not want one of those ways to be through her neighborhood as their
20 neighborhood was built for small traffic and the roads are 10 or 11 years old and there is wear
21 and tear.

22
23 Denise Laratta – 3000 Lake Huron Lane
24

25 Ms. Laratta said she was impressed with the photos of the wildlife in the area and that she hoped
26 those issues would be looked at closely in making a determination.

27
28 Council Discussion
29

30 Mayor Smith asked if the City can approve the rezoning before it has been annexed. Mr. Drury
31 said the annexation and rezoning are being presented together at this same time. Mayor Smith
32 asked how many homes were previously slotted for that development.

33
34 Mr. Skutt said that in the County's Future Land Use there is a range that is allowed which is up to
35 12 dwelling units per acre. He said the builder had requested from the City, a low density
36 residential land use which is 5.6 dwelling units per acre. Mayor Smith said the biggest concern is
37 the emergency road. Mr. Hiott said the emergency access road will not be paved. There will be a
38 gate and it will be locked. Mayor Smith asked how it would be guaranteed that it would not
39 become a main entrance or a main ingress/egress.

40
41 Mr. Hiott said that can be addressed with the plat at the time of recording.
42

43 Mayor Smith asked if there will be a fence around the property. Mr. Hiott said at this time they are
44 not planning on fencing it or walling it. Mayor Smith said his estimate is that it will be about 26.7
45 usable acres with the parks and streets. Mr. Hiott said that was correct. Mr. Hiott said based on
46 the 150 units, it is actually 3.2 units per acre.
47

1 Councilmember Speaks asked how many ingress/egress entrances onto Old 441 are planned.
2 Mr. Hiott said “one.” Discussion followed regarding the restrictions because of the railroad,
3 wetland impacts at another location, and the scenarios that would require the emergency access.
4

5 Vice Mayor Grenier said he was concerned about the annexation, rezoning and Utility Agreement
6 all being in the same ordinance. He said he would have liked to consider the annexation
7 separately from the rezoning. He said he did not see any guarantees of what the project may look
8 like if he votes today.
9

10 Mayor Smith asked what would be the harm in waiting until the proposed new zoning has been
11 approved.
12

13 Mt. Hiott noted that the ordinance has been changed to say “single family detached.” Attorney
14 Minkoff confirmed that the City Attorney has inserted that language on page 2 of the ordinance
15 and his belief is that is an enforceable provision by the Council. The provision would go with the
16 property.
17

18 Councilmember Speaks asked Mr. Hiott if there was a problem waiting for the new zoning to take
19 place. Mr. Hiott stated the client would like to move forward with the rezoning and annexation. He
20 said in terms of the emergency access, if the city decides it is not needed, they will not install the
21 access. He noted it will also serves as an emergency access for Grand Oaks as well.
22

23 Councilmember Johnson thanked the residents for getting involved and noted she agrees with
24 Vice Member Grenier and she is also concerned about the environmental and safety issues.
25

26 Mr. Hiott reiterated that this is just a rezoning and annexation request and everything else still has
27 to come back before Council for approval for the preliminary plat before construction can begin.
28

29 Mayor Smith asked what kind of information that Vice Mayor Grenier would like to have. Vice
30 Mayor Grenier said he wants to see everything come to him first before he votes.
31

32 Discussion followed on the current County zoning which is Rural and Estate Residential, 12
33 homes per acre.
34

35 **MOTION**
36

37 **Robert Speaks moved to deny the current request, seconded by Lisa Johnson.**
38

39 Discussion followed on the zoning and annexation as separate issues.
40

41 **Robert Speaks amended his motion to approve the annexation but defer the rezoning and**
42 **the Utility Agreement until Council has sufficient evidence (safety, environmental,**
43 **rezoning), seconded by Lisa Johnson.**
44

45 Mayor Smith said his understanding is that this is a motion to approve the annexation and deny
46 the rezoning and Utility Agreement at this time until either more information comes back or the
47 new rezoning clarification has been established.
48

1 Councilmember Pfister noted she had lived in the area and it was a wonderful neighborhood. She
2 discussed “smart growth” and the number of empty houses that exist currently in the city. She
3 said, however, if the city does not approve the request, they could stay with the county and put in
4 12 homes per acre which will also devalue the surrounding property. She said she understands
5 the right of the property owner to build but she wished it could be kept in the current zoning of
6 larger lots.

7
8 Mayor Smith asked Attorney Minkoff if the applicant would have the option of withdrawing his
9 annexation request. Attorney Minkoff said in fairness if Council is not going to approve the zoning,
10 he should have the opportunity to withdraw the annexation request.

11
12 Councilmember Pfister asked why the issues were put into one ordinance.

13
14 Mr. Skutt said the property is not contiguous so it has to be annexed under the terms of the ISBA.
15 Under that agreement, if the City is annexing the property, there has to be a concurrent Utility
16 Agreement to prove that this property is going to be serviced which is the reason the Utility
17 Agreement is attached to the annexation. He said as long as he has been with the city, the
18 annexation and rezoning has always been done at the same time. He said in the past most of the
19 subdivisions have been done as Planned Developments which does identify the location of all of
20 the roads, types of houses, landscaping, buffering, etc. He said there have been a lot of PD’s in
21 the city which have never gotten developed and which subsequently have been revoked. Staff is
22 trying to steer away from the Planned Developments and utilize straight zoning scenarios.
23 However, if Council is looking for control of those type of items at the rezoning stage, then it
24 should be a PD type of zoning.

25
26 Mr. Hiott said if the City is considering only annexing at this time, then the client would like to
27 withdraw the annexation, hopefully bring it back in September with the new zoning criteria with
28 single family detached units and a decision on the emergency access which could be eliminated if
29 the city does not wish to require it. He said in summary that the client withdraws the annexation;
30 would like two ordinances to be considered for September, (one for annexation and one for the
31 rezoning) and consideration of the Utility Agreement. Vice Mayor Grenier said that would help
32 address some of his concerns.

33
34 **Councilmember Speaks said he would withdraw his motion since the client is willing to**
35 **wait for the new zoning.**

36
37 Attorney Minkoff stated the ordinance becomes mute with the applicant’s withdrawing his request;
38 they continue to be in the County and will have to start a new application process.

39
40 Mr. Hiott asked if the motion could be tabled while working on some language for September.
41 Attorney Minkoff said that would be up City Council.

42
43 Mayor Smith said he agreed to table this ordinance until after the new rezoning has been
44 approved. Mr. Drury said if this item is tabled until after the new RSF-2 has been adopted by the
45 Council, then two things occur: more information will be provided by the applicant on what is
46 proposed, a decision can be made on whether an emergency access location is required for
47 public safety, and Council will have the zoning in place that insures it is single family housing.

48

1 **MOTION**

2
3 **Robert Speaks moved to table the ordinance until after the new RSF-2 has been adopted**
4 **by the Council, in order to provide more information to the City Council on what is**
5 **proposed, and for a decision to be made on whether an emergency access location is**
6 **required for public safety, and for Council assurance that it will be single family housing.**
7 **The motion was seconded by Lisa Johnson.**

8
9 Councilmember Pfister asked if there would be consideration to build fewer homes, or have the
10 lots be one acre lots.

11
12 Mr. Hiott said they are already approved in the County at a quarter acre. Councilmember Pfister
13 said she understood that, however, she would prefer the homes to be on larger lots.

14
15 Mt. Hiott said they it may end up being less than the 3 units per acre with the size of the lots
16 stipulated in the new zoning of 60 x 110 feet but he would not know until he went back to the
17 design.

18
19 **The motion carried unanimously 5-0.**

20
21 Mayor Smith reiterated that the ordinance has been tabled until the new RSF-2 has been
22 identified.

23
24 **Tab 6) Ordinance #2015-10 – Amendment to the Comprehensive Plan to Incorporate the**
25 **Adopted Interlocal Service Boundary Agreement – Second Reading**

26
27 Mr. Skutt advised this ordinance incorporates by reference the new ISBA with Lake County into the
28 Intergovernmental Coordination Element of the Comprehensive Plan. It is a requirement of the State
29 Statutes for ISBA adoption. The Planning & Zoning Board voted unanimously to recommend
30 approval on June 18 and staff recommends approval.

31
32 **MOTION**

33
34 **Lori Pfister moved to approve Ordinance #2015-10, seconded by Bob Grenier. The motion**
35 **carried unanimously 5-0.**

36
37 **XI. GENERAL GOVERNMENT**

38
39 **Tab 7) Annual Evaluation of the City Administrator**

40
41 Mayor Smith noted Council has received an evaluation packet from Mr. Drury. He said this is the
42 opportunity to discuss the City Administrator's pay adjustment. Councilmember Pfister said she
43 would like the mayor to meet with the City Administrator and bring a recommendation back to the
44 Council. Vice Mayor Grenier concurred.

45
46 Mayor Smith said he has already met with the City Administrator. He said per the evaluations and
47 their discussion, he felt that Council should treat him similar to the city employees and continue
48 with the 5% compensation increase. Councilmember Speaks and Vice Mayor Grenier agreed.

1
2 **MOTION**

3
4 **Robert Speaks moved that Council grant the City Administrator a 5% increase on his pay**
5 **effective October 1st, seconded by Bob Grenier. The motion carried unanimously 5-0.**

6
7 **Tab 8) Approval of Proposal to Design Concept Plan for Library Expansion**

8
9 Ms. Rogers stated the city had applied previously for funds from the County Library Impact Fees
10 fund to develop a conceptual plan. The original thought was to expand into the Civic Center
11 however it has been reconsidered because of the need for the Civic Center space. The plan now
12 is to expand into Ridge Park. To move the project forward staff has held a meeting with David
13 Clutts of Civil Engineering Solutions and requested a proposal to develop the concept plan. The
14 plan will be fully funded through the Lake County Impact Fee fund. The process will take about
15 six months. Staff plans to meet with user groups such as the Friends of the Library, the Library
16 Advisory Board, and staff to develop the plan.

17
18 Councilmember Pfister stated she would like to be the Council liaison for the project.

19
20 Mayor Smith said he wanted to ensure that this does not look like a government building.

21
22 Vice Mayor Grenier asked if the Civic Center will benefit from this project.

23
24 Mr. Drury said he believed the concept plan will incorporate and make recommendations to
25 improve the Civic Center so that everything is architecturally unified.

26
27 Councilmember Speaks spoke in support but mentioned that he would prefer to stay away from
28 second stories because of the cost of elevators, restrictions on seniors climbing stairs, etc.

29
30 **MOTION**

31
32 **Lori Pfister moved to approve the proposal from Civil Engineering Solutions to design a**
33 **concept plan for the library plan expansion, seconded by Bob Grenier.**

34
35 Mayor Smith thanked Lake County for their involvement and participation with this project.

36
37 **The motion carried unanimously 5-0.**

38
39 **Tab 9) Approval of Interlocal Agreement with Lake County for the Lighting of Woodlea**
40 **Sports Complex**

41
42 Ms. Rogers reported that the County has offered a \$200,000 reimbursable grant to go towards
43 the installation of sports lighting at Woodlea Sports Field where there are two new large fields
44 without amenities currently. The city has identified a match to the grant which is \$120,000 from
45 Parks Impact Fees and \$80,000 from Infrastructures Sales Tax. It is anticipated that the lighting
46 will be completed by next spring.

47
48 **MOTION**

1
2 **Lori Pfister moved to approve the Interlocal agreement which provides for a \$200,000**
3 **grant from the County on a 50% grant match basis for sports field lighting at the Woodlea**
4 **Sports Complex and to appropriate \$120,000 from Park impact fees and \$80,000 from**
5 **infrastructure sales tax as the city's 50% grant match. The motion was seconded by Bob**
6 **Grenier.**
7

8 Mayor Smith asked for information on Park impact fees. Ms. Houghton said the fees are for
9 expanded capital items for the parks. Mayor Smith asked about future revenues in this line item.
10 Ms. Houghton said staff expects next fiscal year that nearly \$100,000 will be received. She noted
11 the balance is also low because of the impact fee waivers that were in effect for some time.
12

13 Mayor Smith stated he hoped the County would provide 100% funding in the future noting the
14 City's facilities are also used by many County residents.
15

16 **The motion carried unanimously 5-0.**
17

18 **Tab 10) Tavares Square Request for Proposals**
19

20 Mr. Tweedie advised that on May 27th, the City took ownership of the former Lake County Public
21 Records building across the street on 122 E. Main Street. The purpose of the purchase is the
22 redevelopment of the property in a manner that is consistent with the development of the
23 downtown master plan, The RFP has been developed which has one outstanding item on the
24 disposition of the current building. The asbestos survey was conducted and identified a couple of
25 small areas that would need to be remediated prior to demolition. The cost of that will be about
26 \$7,000. In addition the staff has obtained price quotes for demolition of about \$49,500 and an
27 offer on the emergency generator for \$27,000. The net cost would be about \$29,500 to demolish
28 the building. Mr. Tweedie discussed the various options.
29

30 **MOTION**
31

32 **Lori Pfister moved to approve Option #3 – to have the city do the asbestos removal and**
33 **demolition providing a clean site for the re-developers and direct staff to proceed with the**
34 **sale of the generator. This results in a \$27,000 revenue gain for the City, a \$7,000 cost to**
35 **do the asbestos removal and \$49,500 to demolish the building, resulting in a net cost to**
36 **the City of \$29,500 to demolish the building and provide a clean site for the re-developers.**
37 **The motion was seconded by Bob Grenier. The motion carried unanimously 5-0.**
38

39 Mr. Tweedie stated that staff intends to preserve the artistic rendering and the plaque that are on
40 the side of the building. The image will be photographed and preserved with the Historical Society
41 and at City Hall. The plaque will be removed and relocated to an appropriate location. He
42 distributed copies of the photograph of the plaque to Council.
43

44 Vice Mayor Grenier thanked the staff for incorporating that issue into the project. Mr. Drury noted
45 that that staff will bring back the issue of the place for relocation of the plaque.
46

47 Councilmember Pfister thanked Mr. Tweedie for his progress on this project.
48

1 **Tab 11) Approval of Work Authorization of Rehabilitation of Lift Station #33**

2
3 Mr. Hayes reported that the proposal is to have Utility Technicians do the rehabilitation noting it is
4 located in a residential backyard in Imperial Terrace. It was installed in 1989 and has a daily
5 average flow of about 13,000 gallons per day and is in need of rehabilitation. The work was
6 originally budgeted in this year's budget at \$57,000 but an additional \$42,758 is necessary to
7 complete the work. Staff proposed to transfer the balance from existing line items in the current
8 budget for a total of \$99,758.

9
10 **MOTION**

11
12 **Robert Speaks moved to approve the work authorization for Utility Technicians to**
13 **rehabilitate Lift Station #33 in the amount of \$99,758 and authorize the City Administrator**
14 **to execute a contract reflecting same. The motion was seconded by Lori Pfister. The**
15 **motion carried unanimously 5-0.**

16
17 **Tab 12) Request for Additional Funding for T.A. Hux Alleyway to Supplement Community**
18 **Development Block Grant**

19
20 Mr. Thompson stated that the City received a Community Development Block Grant last year for
21 the brick paving of this alley which runs between Caroline and Ianthe into the high school
22 property. Four bids were received. The low bid is being recommended of \$95,984.00 submitted
23 by Florida Safety Contractors Inc. which (including the engineering costs) is over the CDBG grant
24 by \$22,534.

25
26 **MOTION**

27
28 **Bob Grenier moved to approve the additional funding in the amount of \$22,534.40 to be**
29 **used for the T.A. Hux Alleyway and Sidewalk Improvement Project and authorize the City**
30 **Administrator to enter into all applicable contracts, seconded by Lori Pfister.**

31
32 Mayor Smith asked if the grant was only earmarked for the alleyway. Mr. Thompson answered in
33 the affirmative.

34
35 **The motion carried unanimously 5-0.**

36
37 **AUDIENCE TO BE HEARD**

38
39 **Betty Burleigh, 214 N. New Hampshire Avenue**

40
41 Ms. Burleigh stated she needed to make a correction on the 4th of July event mentioned at the
42 previous meeting; it should be 1903. She said in the headlines in 1940 the census for Tavares
43 was at 1,102, an increase of 12 over the 1930 census which was 1090. In 1887 there were 450
44 people, in 1900 it went down to 147 (after the Big Freeze), in 1910 it went up to 371, in 1920 it
45 was 478, in 1927 a big increase to 1,617. Three years later in 1930 it went down to 1090 (after
46 the bank collapse).

47
48 **XI. FISCAL YEAR 2016 BUDGET WORKSHOP – ENTERPRISE AND SPECIAL FUNDS**

1
2 **Tab 13) Budget Workshop**
3

4 Mr. Drury noted the Enterprise Funds collect revenues for the services provided—Water,
5 Stormwater, Sewer, Sanitation, Seaplane Base, Pavilion, Fire Assessment, and Infrastructure
6 Sales Tax. He said at the next Council Meeting the Capital budget will be presented.
7

8 Ms. Houghton presented a Power Point presentation on the Enterprise funds. She noted she had
9 included some completed and current initiatives such as the Royal Harbor Booster Pump, a meter
10 change out project throughout the whole city, Seaplane Base Master Plan, water and sewer line
11 improvements and downtown stormwater improvement in the CRA. In addition in progress is the
12 Sunset View Water/Wastewater project and the downtown Ruby Street stormwater project. She
13 said 1,251 new water accounts have been added since 2008. She reviewed the services provided
14 by each fund and expenses and revenues for each fund.
15

16 Ms. Houghton noted that the Pavilion fund was implemented as an Enterprise Fund but the
17 auditors have requested that it be shown as a Special Revenue fund. The general fund will send
18 transfer funds for the first five years. She discussed the plan to institute a gift shop at the Pavilion.
19 She commended Mr. Hayes for leveraging some of the SRF loans against grants from the FDEP
20 and other agencies.
21

22 **Council Discussion**
23

24 Mayor Smith:

- 25 • Asked for backup data on the vehicles and forklifts, repair, mileage, age, etc.
- 26 • Said he was concerned about the streetsweeper as one was just purchased
27

28 Councilmember Johnson

- 29 • Questions about replacing vehicles (under Solid Waste Department), vehicle repairs
30 versus replacing vehicles
- 31 • On Pavilion – security alarm and three security cameras – was that a monthly or yearly
32 expenditure – asked for more detail
33

34 Councilmember Speaks

- 35 • Asked about the results of discussion with the Property Appraiser on the pavilion. Mr.
36 Drury answered that he has stated there will be no taxation on the pavilion because it has
37 a valid public purpose and is consistent with other facilities in neighboring cities. He noted
38 Mayor Smith was instrumental in meeting with Mr. Baker and reviewing this issue.
39

40 Vice Mayor Grenier

- 41 • Stated that he would like hear Ms. Rogers' ideas about a gift shop at the Pavilion
42

43 **Tab 14) Previous Council Workshop – Flagged Items**
44

45 Mr. Drury stated a list of the flagged items has been provided and questions with answers have
46 been identified. He reviewed some items for further discussion as follows:
47

- 48 • Alfred Street Landscaping with the bid amounts

- 1 • Renaissance Faire
- 2 • Need for clarification on the Community Grant program – Does Council want \$3500
- 3 budgeted
- 4

5 Mayor Smith said that the community grant was budgeted at \$2500 and last year there was
6 \$1000 left over and Council voted to put that amount back into the fund to make it \$3500. **Mr.**
7 **Drury confirmed it will be a \$3500 line item with the surplus coming from this current year.**

8 Alfred Street - Streetscaping

9
10
11 Councilmember Pfister asked about budgeting for one of the years (e.g. Caroline) this year, and
12 then in next year's budget doing the streetscape on Alfred. Mayor Smith asked if the city would be
13 able to get a good estimate on the cost.

14 Renaissance Faire

15
16
17 Mr. Drury said he had provided a letter from Robert Chandler regarding the impact to Lake
18 County. He said staff does not have a report on the specific impact to Tavares.

19
20 Councilmember Pfister said in the past she has tried to remove the funding but she believes it
21 has been proven to her that it is something positive for the city. She recommended leaving in the
22 support. Vice Mayor Grenier asked why the specific benefit could not be determined. Mr. Drury
23 said the county has a model for industry standards that it utilizes which has about a 10-15%
24 factor that is positive or negative from the results reported. Councilmember Pfister stated she is
25 still in favor of it as long as the event is advertised as being in Tavares. **Consensus to leave the**
26 **Renaissance funding in the budget.**

27 Request to Speak:

28 Denise Laratta

29
30
31
32 Ms. Laratta stated she was dubious about the figures reported for the Renaissance Faire. She
33 said she has always thought it was a good event. She said she would like to know what the other
34 cities contribute. Mr. Drury said he would report back on both issues.

35 Councilmember Pfister

- 36 • Asked about the additional flower baskets going down on the west side of Main Street,
37 noting that she thinks it needs to be finished all the way down Main Street and asked what
38 monies have been used and what amount is needed to finish the project
- 39 • She said the poles on this end look black and the others look gray. Mr. Drury said he
40 would look at the color of the poles and let Council know and also make a report on the
41 flower baskets.
- 42
- 43
- 44

45 Tab 15) Setting of Maximum Tentative Millage Rate

46
47 Ms. Houghton explained the process of setting the tentative maximum millage rate. The proposed
48 millage is 6.6166 mils. Last year's budget was 6.7283. The State of Florida Truth in Millage

1 **MOTION FOR DEBT SERVICE**

2
3 Mr. Drury said the current debt service rate is .4068.

4
5 **Robert Speaks moved to set the tentative debt service millage rate at .4068, seconded by**
6 **Lisa Johnson. The motion carried 3-2 as follows:**

7
8 **Kirby Smith** Yes
9 **Robert Speaks** Yes
10 **Lisa Johnson** Yes
11 **Bob Grenier** No
12 **Lori Pfister** No

13
14 **Setting of First Public Hearing**

15
16 Ms. Houghton stated the proposed date is September 3, 2015 at 5:05 p.m. which is a different
17 day (Thursday) than the regular Council Meeting due to the timing of TRIM.

18
19 **MOTION**

20
21 **Bob Grenier moved to approve the setting of the first Budget Public Workshop on**
22 **Thursday, September 3, 2015 at 5:05 p.m., seconded by Lori Pfister.**

23
24 **The motion carried unanimously 5-0.**

25
26 **XII. OLD BUSINESS**

27
28 **Tab 16) Update on the Status of the Wooton Park Phase II Project**

29
30 Mr. Tweedie noted that at the last update the project was approximately 90% designed and
31 permitted. There are two elements: the base project which includes construction of a parking lot,
32 entrance road, boat ramp, shoreline cleaning (complete), open area, park features, amenities,
33 fishing pier, and pavilions. The other element is the Tav-Lee Trail extension. The base project is
34 fully funded and ready to go out to bid. The issue is the Tav-Lee Trail portion is funded next year
35 under a FY 2016 FDOT grant for \$700,000. At the time of the last update staff advised Council
36 that there may be an opportunity to go to FDOT to seek advancement of that funding to the
37 current year. Additionally FDOT has informed the City that the railroad crossing at the entrance
38 off of Ruby Street would require signalization and gates at a cost of about \$400,000. Council
39 directed staff to move forward with trying to seek that funding as well as advance the funding for
40 the project into the current budget. The requests have been submitted to FDOT. The project
41 design is at about 99% completion, has received all the environmental resource permitting
42 required for this project and is about ready to go out for bid. The city expects to hear back from
43 FDOT in the next 30 days.

44
45 Mayor Smith said he would like to receive another update in 45 days.

46
47 **Update on Signage for Special Events**

48

1 Councilmember Johnson asked for an update on the signage for reserving parking in front of
2 businesses during events. Mr. Drury said staff would provide an update at the next meeting.

3
4 **XIII. NEW BUSINESS**

5
6 Councilmember Pfister noted September 3rd is the first day of college football season starting
7 about 6:00 p.m. Mayor Smith said he would try to have a light agenda on that day.

8
9 **XIV. AUDIENCE TO BE HEARD**

10
11 **XV. REPORTS**

12
13 **Tab 14) City Administrator**

14
15 Mr. Drury stated sometimes citizens do not realize that 80-90% of the City's services "meat and
16 potatoes" services are behind the scenes--maintaining miles of water and sewer lines, patrolling
17 the streets at night, processing water and sewer accounts, mowing right of ways—those regular
18 things that the city does to ensure the city is run properly. He said in the next newsletter there will
19 be information with data on these kind of services.

20
21 **Economic Development**

22
23 Mr. Tweedie noted today is Chris Thompson's birthday.

24
25 **Finance Director**

26
27 Ms. Houghton thanked the Mayor for allowing her to make her presentation.

28
29 **Community Services Director**

30
31 **City Attorney**

32
33 Mr. Minkoff thanked Council for the opportunity and that he had enjoyed serving in Tavares at this
34 meeting.

35
36 **Tab 15) City Council**

37
38 **Councilmember Pfister**

39
40 **Vice Mayor Grenier**

- 41
42
- 43 • Stated he had had a great time at the 4th of July event; despite the rain, the event went off well and there was a good attendance
 - 44 • He asked about seeing costs on having a plaque for the Pavilion with mention of Mr. Coven's name as the builder of the original pavilion
- 45
46

47 **Councilmember Speaks**

48

- 1 • Noted there will be no League of Cities meeting in August because of the Florida League
2 of Cities meeting at that same time. The next League of Cities meeting is September 11.
3

4 **Councilmember Johnson**
5

- 6 • Noted at the last Council Meeting Vance Joachim had commented on how well this
7 Council gets along. She said as the newest Councilmember she wanted everyone to know
8 that she fully respected each member’s contribution and she would continue to speak
9 positively about each member.
10

11 **Mayor Smith**
12

- 13 • Noted that Chris Thompson had attended this meeting on his vacation. He thanked Mr.
14 Thompson for attending.
15 • Asked for information on “Z Fest” – Councilmember Johnson answered that it is the car
16 event. Mr. Drury said Mr. Blankenship City Manager of Umatilla, runs the event.
17 • Stated that on this day in history **today** the Tavares Babe Ruth 9 and Under Boys
18 Baseball team has been introduced into the regional tournament. They won their first
19 game against a team in NC which means they are the first boys’ team to win at anything
20 above the state level.
21 • Expressed support for idea of gift shop at the Pavilion on the Lake
22 • Stated that today is “Give Something Away” Day
23

24 **Adjournment**
25

26 There was no further business and the meeting was adjourned at 7:03 p.m.
27

28 Respectfully submitted,
29
30

31 _____
32 Nancy A. Barnett, City Clerk, MMC
33