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**CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
OCTOBER 7, 2015
CITY COUNCIL CHAMBERS
4:00 p.m.**

COUNCILMEMBERS PRESENT

ABSENT

Kirby Smith, Mayor
Lori Pfister, Councilmember
Lisa Johnson, Councilmember
Robert Speaks, Councilmember

Bob Grenier, Vice Mayor

STAFF PRESENT

John Drury, City Administrator
Nancy Barnett, City Clerk
Robert Q. Williams, City Attorney
Tammey Rogers, Community Services Director
Jacques Skutt, Director of Community Development
Chief Stoney Lubins, Police Department
Richard Keith, Fire Chief
Bob Tweedie, Economic Development Director
Lori Tucker, Human Resources Director
Brad Hayes, Director of Utilities
Chris Thompson, Director of Public Works

I. CALL TO ORDER

Mayor Smith called the meeting to order at 4:02 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Rick Fountain, First Baptist Church of Tavares, 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 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.

III. APPROVAL OF AGENDA

1 Mayor Smith asked if there were any changes to the agenda. Mr. Drury responded there were
2 none.

3
4 **MOTION**

5
6 **Robert Speaks moved to approve the agenda, seconded by Lori Pfister. The motion**
7 **carried unanimously 4-0.**

8
9 **IV. APPROVAL OF MINUTES**

10
11 **Tab 1) Minutes of September 3, 2015 Regular Council Meeting and Public Hearing and**
12 **September 16, 2015 Regular Council Meeting and Public Hearing**

13
14 **MOTION**

15
16 **Lori Pfister moved to approve the minutes of September 3, 2015 and September 16, 2015,**
17 **seconded by Robert Speaks. The motion carried unanimously 4-0.**

18
19 **V. PROCLAMATIONS/PRESENTATIONS**

20
21 **Tab 2) Lake County Children's Memorial Garden**

22
23 Mr. Drury welcomed Jennifer Dempsey who he noted had been his Administrative Assistant for
24 many years. He said Ms. Dempsey will be giving a presentation on the Lake County Children's
25 Memorial Garden located on the shores of Lake Idamere in Tavares. He noted that Nick Buchholz
26 was also present to speak.

27
28 Ms. Dempsey said that in 2011, her son Nicholas was killed in a jet ski accident on Lake Joanna.
29 She said she and her children had received grief counseling through Cornerstone Hospice. She
30 discussed the issue of depression and anxiety associated with loss noting that she had found
31 being out in nature had been very healing. She approached Mr. Buchholz with the idea of a
32 memorial garden. She said Mr. Buchholz was very supportive and Cornerstone agreed to be the
33 non-profit partner. She said the Lake County Commissioners had also approved the project. She
34 then showed the concept plan of the park and memorial garden. She discussed the process that
35 had gone into the design based around the concept of the stages of grief.

36
37 Nick Buchholz, Executive Director for Cornerstone Hospice Foundation, provided information on
38 the services provided by Hospice. He said Cornerstone is proud of being able to provide services
39 above and beyond traditional Hospice care. He described the other children services that
40 Cornerstone provides and noted this park will compliment those services.

41
42 Mr. Drury commended Mr. Buchholz and Ms. Dempsey on this project. Mayor Smith thanked
43 them for their presentation and for choosing the Tavares location.

44

1 **VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX PARTE**
2 **COMMUNICATIONS**

3
4 Attorney Williams sworn in those who wished to give testimony on Resolution #2015-13 – Vacate
5 of Old Lane Park and Jackson Plat south of Slim Haywood/North of Camp Road. Council
6 indicated no ex parte communications.
7

8 **VII. READING OF ALL ORDINANCES/RESOLUTIONS**
9

10 Ms. Barnett read Resolution #2015-13 by title only:
11

12 **RESOLUTION 2015-13**

13
14 **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES,**
15 **FLORIDA, VACATING ALL LOTS, BLOCKS, STREETS, ROADS, AND RIGHTS-**
16 **OF-WAY FOR A PORTION OF THE PLAT OF “PLAT OF LAND OF LANE AND**
17 **JACKSON AND OTHERS” AS RECORDED IN PLAT BOOK 7, PAGE 52**
18 **PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; TOGETHER WITH ALL**
19 **LOTS, BLOCKS, STREETS, ROADS, AND RIGHTS-OF-WAY FOR A PORTION**
20 **OF THE PLAT OF “TOWN PLAT OF LANE PARK” AS RECORDED IN PLAT**
21 **BOOK 1, PAGE 39, PUBLIC RECORDS OF SUMTER COUNTY, FLORIDA,**
22 **SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF**
23 **TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.**
24
25

26 **VIII. CONSENT AGENDA**
27

28 Mayor Smith asked if anyone in the audience objected to the item in the Consent Agenda.
29

30 **MOTION**
31

32 **Robert Speaks moved for the approval of the Consent Agenda [Air Boss Contract for**
33 **Monster Splash], seconded by Lisa Johnson. The motion carried unanimously 4-0.**
34

35 **IX. ORDINANCES/RESOLUTIONS**
36

37 **Tab 4) Resolution #2015-13 – Vacate of Lane Park and Lane Jackson Plat of Circa 1887**
38 **Superimposed over Shanti Niketan Phase 4 – South of Slim Haywood/North of Camp Road**
39

40 Mr. Skutt stated this resolution vacates two very old plats: the plat of Lane Jackson and a Portion
41 of the Town Plat of Lane Park. These are plats from the 1800's and the resolution will vacate all
42 the lots, blocks, streets, roads, rights of ways, etc. within the boundary of the Shanti Niketan
43 Phase 4 property. The property is south of Slim Haywood, North of Camp Road. There are no
44 public utilities existing in any of the right of ways. This will help to clear up the title to the property.

1 On September 17th, the Planning & Zoning Board voted to recommend approval unanimously and
2 staff recommends approval.

3
4 **MOTION**

5
6 **Lori Pfister moved to approve Resolution #2015-13 for the partial vacation of the Plat of
7 Lane and Jackson and Others and the Town Plat of Lane Park, seconded by Robert
8 Speaks. The motion carried unanimously 4-0.**

9
10 **XI. GENERAL GOVERNMENT**

11
12 **Tab 5) Jones Brothers Lease Extension Request – Second Amendment**

13
14 Mr. Tweedie advised this is a request from Jones Brothers to extend their current lease for
15 commercial seaplane operations at the Tavares Seaplane Base and to amend the payment
16 provisions of that agreement. Their original 2010 agreement was renewed last year for an
17 extension to 2019. They recently have obtained their Part 135 FAA air charter certificate, the first
18 ever air charter certificate for operations at the Tavares Seaplane Base and as such they have
19 requested to extend their lease to facilitate their future business development plans. This
20 agreement will extend their lease term until September of 2024 with a slight reduction in the
21 annual rental increase from \$25.00 to \$20.00 a month.

22
23 **MOTION**

24
25 **Lori Pfister moved to approve the Jones Brothers Lease Agreement Second Amendment,
26 seconded by Robert Speaks.**

27
28 Councilmember Speaks asked for clarification on the amount of the lease agreement.

29
30 Mr. Tweedie said the current amount is \$545 a month and it will be a \$20.00 a month increase
31 per year.

32
33 **The motion carried unanimously 4-0.**

34
35 Mayor Smith expressed his appreciation for the city's relationship with the Jones Brothers.

36
37 **Tab 6) Interlocal Agreement with Lake County for the Alfred Street Stormwater & Road
38 Maintenance Agreement**

39
40 Mayor Smith stated that he had a conflict on this matter which is that his family owns part of the
41 affected property. Attorney Williams concurred. Mayor Smith passed the gavel to Councilmember
42 Pfister.

43
44 Attorney Williams said this is an area that is part of Old US 441 from Disston out to Dora Avenue.
45 That part of the road is currently under the County jurisdiction. On the south side of the road is a

1 mobile home park called Tranquil Court. The city discovered that there is a large old stormwater
2 culvert that runs from Alfred Street down to Lake Dora, under the Tranquil Court Trailer Park and
3 under some homes. It was discovered when some of the pipes began to cave in. Staff believed it
4 it was installed in the 1940's by FDOT and then FDOT turned over the road to Lake County. The
5 City took the position therefore that it belonged to the County however the County took the
6 position that it belonged to Tavares because it drains most of the City of Tavares in that part of
7 the City. The city then had a study done to determine the contributing sources to the flow which
8 identified three parties: the City, Tranquil Court Mobile Park (which Mayor Smith's family has
9 recently purchased), and Lake County through its participation in the paving of Alfred Street.
10 Using the percentages put forth in the study, a resolution was developed with a method of
11 apportioning the cure: the city will slip line the pipe on the inside which is about \$75,000 to
12 78,000; the County's share of that is approximately \$46,000, and the property owners will pay
13 their share. In return the County has requested that the City take over that part of the road for
14 maintenance which will be milled and resurfaced by the County. There will be a separate
15 agreement with the property owner at the next meeting.

16
17 **MOTION**

18
19 **Robert Speaks moved to approve the Interlocal Agreement with Lake County for the Alfred**
20 **Street Infrastructure Agreement, seconded by Lisa Johnson. The motion carried**
21 **unanimously 3-0 with Mayor Smith abstaining from the vote.**

22
23 Acting Mayor Lori Pfister passed the gavel back to Mayor Smith.

24
25 **Tab 7) Tavares Square (Clerk's Building) Project Update**

26
27 Mr. Tweedie gave an update on this project as follows:

28
29 *There are two aspects of this project: One (1) is the proposal process for redevelopment and the*
30 *second (2nd) is the demolition progress.*

31
32 *The request for proposals (RFP) solicitation was published on August 30th, 2015 with a due date*
33 *of October 30th 2015. The notice was advertised in local newspapers as well as regional, national*
34 *and international publications which attracted the attention of various interested parties. For*
35 *example the Orlando Chinese Chamber Of Commerce has requested proposals packages to*
36 *distribute in China to solicit additional competitive proposals for consideration at their upcoming*
37 *trade mission to China. Calls from around the United States, Canada, England, Taiwan, India and*
38 *Australia have been received requesting additional information. A public non mandatory*
39 *informational meeting was held on Tuesday September 29th at which a few people attended*
40 *virtually through the internet and a handful attended in person. The proposals will be brought to*
41 *Council at a future date.*

42
43 *The demolition project is proceeding well. The asbestos removal is underway. Fire suppression*
44 *and Freon have been removed. The electric, sewer, and water services have been terminated.*
45 *The large historical plaque was carefully removed by City Public Works staff and is stored at*

1 *Public Works. A professional photograph of the mural has been taken as well. The Generator has*
2 *been sold for \$25,000 and will be removed in two weeks. The demolition of the structure will also*
3 *begin in two weeks and take one week to complete. Removal of rubble and grading of the area*
4 *will take an additional three (3) weeks. This puts the project complete around the middle of*
5 *November.*

6
7 **Tab 8) Approval to Ratify Disposals for Obsolete Vehicles and Equipment**

8
9 Ms. Houghton stated this is to request ratification of equipment disposals for auction of surplus
10 vehicles and equipment that have become obsolete and reached useful life. The city had eight
11 vehicles, two pickup beds and two generators that were identified. The Fleet Manager
12 recommended disposal of these items and they had been stored for an extended period of time
13 and had presented storage deficiencies. They were presented for public auction through Gov
14 Deals. This process generally realizes about 110% of the Blue Book value.

15
16 **MOTION**

17
18 **Lori Pfister moved to approve the list of the surplus items provided to Council and to ratify**
19 **the authorization of these items for sale through an online auction, seconded by Robert**
20 **Speaks. The motion carried unanimously 4-0.**

21
22 **Tab 9) Policy on Waiving Pavilion Fees for School Fundraisers**

23
24 Ms. Rogers noted that at the August 5th meeting a representative from the Band Booster Club
25 came to Council to request a waiver for the user fee for the Pavilion for a fundraising event for the
26 high school band. Council requested a policy on this issue. She noted that there is currently a
27 policy that allows a 25% discount on an unlimited use basis for the elementary, middle, and high
28 schools use of the pavilion if the group has been endorsed by their principals. Historically the
29 Lake County School System has use of other city facilities (i.e. the Tavares Civic Center, the
30 Ingraham Center, the TRA room, and the Fred Stover Baseball and softball complex). Additionally
31 the city provides in kind or monetary support to the Lake County School Board's events such as
32 the Renaissance Faire, No Duck left Behind, and the Children's Arts & Cultural Event in Wooton
33 Park. Staff recommends that Council maintains the current policy which gives unlimited use for all
34 activities at 25% discount.

35
36 Mayor Smith invited Vance Joachim to speak on this item. Mr. Joachim stated that the Pavilion
37 program was sold as an enterprise product with a business plan. He said it is unfair to the tax
38 payers who supported that plan to give discounts from the revenue stream to pay that debt. He
39 spoke in favor of discounts if budgeted separately and identified.

40
41 Mayor Smith spoke in support of the 25% discount as determined previously by Council policy.

42
43 **MOTION**

44

1 **Lori Pfister moved to approve Option 2) Discount policy for school fund raising activities**
2 **similar to the current discount policy at a 25% discounted rate. The motion was seconded**
3 **by Robert Speaks. The motion carried unanimously 4-0.**

4
5 Mr. Drury spoke in support of Mr. Joachim's recommendation.

6
7 **Tab 10) Reappointment to Lake County Action Agency**

8
9 Mayor Smith recommended the reappointment of Art Swanton to the Lake Community Action
10 Agency.

11
12 **MOTION**

13
14 **Robert Speaks moved for approval of the Mayor's suggestion, seconded by Lori Pfister.**
15 **The motion carried unanimously 4-0.**

16
17 **Tab 11) Wayfinding Program – Signage Update**

18
19 Mr. Skutt explained that the purpose of the Wayfinding Program for signage is to direct travelers
20 to the City's Downtown events, businesses, and Seaplane Base and to do so in a manner that
21 promotes and identifies the brand as America's Seaplane City. The program has been
22 approached in a number of different ways: signs on the turnpike, gateway feature, FDOT
23 approved wayfinding signage, kiosk signs, branded alleyway signs and street signs. Mr. Skutt
24 noted he had summarized the city's progress in each aspect in his report provided in the agenda.
25 He then reviewed the status of each project as follows:

- 26
27
- 28 • The turnpike sign has now been installed at Exit 285; a southbound sign at 289 has been
29 approved and is scheduled for installation.
 - 30 • FDOT has approved the wayfinding program which allows the city to install 13 seaplane
31 branded roadside signs along state and city roads. Last fiscal year four signs were
32 installed along SR 441 at the intersections of Sinclair and St. Clair Abrams; a fifth sign at
33 SR 19 and Main Street on the Dora Canal will be installed. He discussed the future
34 locations of the remaining signs.
 - 35 • The gateway feature is presently being fabricated by Don Bells Signs will be placed at the
36 east boundary of Waterman Hospital to replace the older dated sign that was recently
37 removed. It will be accented with neon lights to emphasize the brand and visibility. Staff is
38 also working on concept plans for the second gateway feature that will be located at the
39 Chris Daniels Memorial Fountain which will be brought to Council for approval.
 - 40 • Funding for two digital retrofitted signs has been identified in future projects and will be
41 considered for inclusion in next year's budget.
 - 42
 - 43
 - 44

- 1 • Street name signs: In the past two years over 2000 outdated faded street name signs
2 have been replaced through an Interlocal Agreement with Lake County Traffic Operations.
3
- 4 • Alleyway Signs: Historic alleyway signs are installed as alleyways are brick paved. To
5 date 12 alleyways have been identified.
6

7 Mr. Drury thanked Mr. Skutt, Ms. Maraviglia, and Mr. Thompson for their hard work on the
8 signage project which has helped to put Tavares on the map.
9

10 **XI. OLD BUSINESS**

11
12 Councilmember Pfister said she wished to comment about the parking downtown. She said she
13 had had a downtown merchant request again that during the County Commission meetings that
14 signs are put up that state “two hour parking.”
15

16 **XII. NEW BUSINESS**

17 **XIII. AUDIENCE TO BE HEARD**

18
19
20 Ms. Burleigh reported that Vice President Tom Russ of the Tavares Historical Society had
21 recently passed away. She said his obituary reads “He left this earth on a train going to heaven
22 on September 20th.” Ms. Burleigh read some of Mr. Russ’s accomplishments as follows:
23

24 *“He served in the army as an officer in the Adjutant General Corp. He lived in Virginia Beach 35*
25 *years and he owned private schools serving 990 students K through 12. In 1966 he founded*
26 *Chesapeake College, a two year college and in 1972 it became part of the Virginia Community*
27 *College system. He was appointed to the Chesapeake Hospital Authority which built the first*
28 *hospital in the new city of Chesapeake, Virginia. He collected Lionel trains and has left this legacy*
29 *to our Historical Society for when we move into the depot. Tom and his wife Delores were King*
30 *and Queen of the George fest Parade in 2013. He was truly a great man and he will be missed.”*
31

32 Mayor Smith commented that he was lucky to visit Mr. Russ’s home and view his collection of
33 trains which is phenomenal and he looked forward to the collection being with the Historical
34 Society.
35

36 **Patsy Umlauf, 2805 Wekiva Road**

37
38 Ms. Umlauf stated she was surprised that no one had mentioned an Australian pilot, Michael
39 Smith, who had traveled half way around the world and had arrived at the Seaplane Base
40 recently. She said she had attended his slide show at the Pavilion and it was highly interesting
41 and entertaining.
42

43 **Lou Buigas, 206 W. Main Street**

44
45 Ms. Buigas reminded those present of Rocktoberfest on October 10th at 3:00 p.m.

1
2 **XIV. REPORTS**

3
4 **Tab 14) City Administrator**

5
6 Mr. Drury said he had updated his list of events which includes the “shoulder events” (Monster
7 Splash, HydroDrag races) that the Economic Development Department is trying to build up to fill
8 in the gap during the off-season.

9
10 Mr. Drury commented on the Australian pilot whose plane was built in Tavares and some of the
11 stories he had shared.

12
13 **City Clerk**

14
15 Ms. Barnett stated she and her husband would be going to Maine in the upcoming week to meet
16 with her son Frank Barnett who has been hiking the past six months on the AT. Mr. Drury
17 commended Frank for hiking the entire Appalachian Trail from Georgia to Maine. He noted
18 Attorney Williams is also a hiker and has done about a third of the trail with former Mayor Glenn.

19
20 **Public Works Director**

21
22 **Utility Director**

23
24 **Fire Chief**

25
26 **City Attorney**

27
28 Attorney Williams noted that one of the issues with the Pavilion to keep it as a city functioning
29 building is that it has to have a certain amount of public purpose to retain its status as a tax
30 exempt property. He said the policy approved today will bolster additional community use.

31
32 **Tab 15) City Council**

33
34 **Councilmember Pfister**

35
36 **Councilmember Speaks**

37
38 **Councilmember Johnson**

39
40 Councilmember Johnson said she is excited about the upcoming “shoulder events.” She
41 commended the staff for organizing the “UnbooLievable” Halloween event.

42
43 **Mayor Smith**

44

1 Mayor Smith stated “Rifles Rails and History” was a fantastic event. He commended Vice Mayor
2 Grenier and his participants who had done a great job portraying the historical events. He said it
3 was exciting to meet the Camp honoring Confederate General Kirby Smith of Jacksonville
4 organized by the Sons of Confederate Veterans.

5
6 Mayor Smith said in 1895 the first cartoon comic strip was printed in the newspaper and today is
7 National Frappe Day.

8
9 **Adjournment**

10
11 There was no further business and the meeting was adjourned at 5:08 p.m.

12
13 Respectfully submitted,

14
15

16 _____
17 Nancy A. Barnett, City Clerk, MMC