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**CITY OF TAVARES
CITY COUNCIL MINUTES
December 2, 2015
4:00 P.M.**

TAVARES CITY HALL COUNCIL CHAMBERS

COUNCILMEMBERS PRESENT

ABSENT

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

STAFF PRESENT

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

I. INVOCATION

**Pastor Greg Watts
Liberty Baptist Church**

Pastor Greg Watts gave the invocation and those present recited the Pledge of Allegiance.

II. CALL TO ORDER

Mayor Wolfe

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

III. APPROVAL OF AGENDA

Mayor Wolfe

Mr. Drury said there were no changes from staff.

MOTION

Kirby Smith moved to approve the agenda, seconded by Bob Grenier. The motion carried unanimously 5-0.

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IV. APPROVAL OF MINUTES

Tab 1) Minutes of November 18, 2015 – Deferred to next meeting

V. PROCLAMATIONS/PRESENTATIONS

Tab 2) Presentation to Brad Hayes for “Best in Class” Award from
The Florida Section American Water Works Water Conservation Program

Mayor Wolfe made a presentation to Mr. Hayes for his “Best in Class” award from the American Water Works Association, Florida Section. Council commended Mr. Hayes.

VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS

Attorney Williams noted there were two quasi-judicial ordinances listed under First Readings only. He said Resolution #2015-10 for a Special Use Permit related to a seaplane hangar is quasi-judicial. He gave the oath to those present who wished to give testimony on this matter. He asked Council if they had had any communications to disclose. Council indicated there were none.

VII. READING OF ALL ORDINANCES/RESOLUTIONS

Nancy Barnett

Ms. Barnett read the following ordinances and resolution by title only:

ORDINANCE 2015-23

AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF TAVARES BY ANNEXING UNDER THE TERMS AND CONDITIONS OF THE INTERLOCAL SERVICE BOUNDARY AGREEMENT BETWEEN THE CITY OF TAVARES AND LAKE COUNTY APPROXIMATELY 6.02 ACRES OF NON-CONTIGUOUS PROPERTY, KNOWN AS THREE PALMS MOBILE HOME PARK, GENERALLY LOCATED ON THE NORTH SIDE OF OLD U.S. HIGHWAY 441, APPROXIMATELY 325 FEET WEST OF THE INTERSECTION WITH DAVID WALKER DRIVE; REZONING THE PROPERTY FROM COUNTY RMRP (MOBILE HOME RENTAL PARK) TO CITY RMF-3 (RESIDENTIAL MULTI-FAMILY); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2015-24

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020, PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 6.02 ACRES OF PROPERTY FROM COUNTY URBAN HIGH TO CITY HIGH DENSITY RESIDENTIAL

97 FOR NON-CONTIGUOUS PROPERTY KNOWN AS THREE PALMS
98 MOBILE HOME PARK, GENERALLY LOCATED ON THE NORTH SIDE
99 OF OLD U.S. HIGHWAY 441, APPROXIMATELY 325 FEET WEST OF
100 THE INTERSECTION WITH DAVID WALKER DRIVE; PROVIDING FOR
101 SEVERABILITY AND CONFLICTS; AND PROVIDING FOR AN
102 EFFECTIVE DATE.

103
104 **RESOLUTION 2015-10**

105
106 A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, APPROVING
107 A SPECIAL USE PERMIT TO ALLOW A PERSONAL STORAGE
108 FACILITY, MORE SPECIFICALLY DESCRIBED AS AN AIRPLANE
109 HANGAR THAT INCLUDES A FLIGHT OR OBSERVATION DECK
110 WITH AN ACCESSORY SEAPLANE RAMP, IN THE C-2 (HIGHWAY
111 COMMERCIAL) ZONING DISTRICT FOR PROPERTY ADDRESSED AS
112 3433 S.R. 19; SUBJECT TO THE RULES, REGULATIONS AND
113 OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL;
114 PROVIDING AN EFFECTIVE DATE

115
116 **ORDINANCE 2015-21**

117
118 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA,
119 RESCINDING ORDINANCE 2015-10 REGARDING THE INTERLOCAL
120 SERVICE BOUNDARY AGREEMENT AND AMENDING THE CITY OF
121 TAVARES COMPREHENSIVE PLAN, CHAPTER 6,
122 INTERGOVERNMENTAL COORDINATION ELEMENT, GOAL 6-1
123 INCORPORATING THE ADOPTED INTERLOCAL SERVICE
124 BOUNDARY AGREEMENT (ISBA) BETWEEN THE CITY OF TAVARES
125 AND LAKE COUNTY; REPEALING CONFLICTING ORDINANCES;
126 PROVIDING FOR SEVERABILITY; SUBJECT TO THE RULES,
127 REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF
128 TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

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131 **ORDINANCE 2015-22**

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133
134 AN ORDINANCE AMENDING SECTIONS 17-75 AND 17-77 OF THE
135 CITY OF TAVARES LAND DEVELOPMENT REGULATIONS
136 PERTAINING TO STORM WATER DRAINAGE UTILITY FEES;
137 INCREASING SAID FEE TO \$7.75/ESFU AS APPROVED IN THE
138 FISCAL YEAR 2016 ADOPTED BUDGET; PROVIDING FOR AN
139 EFFECTIVE DATE

140
141 **VIII. CONSENT AGENDA**

142
143 **Tab 3) Police Pension Board Reappointments**

Mayor Wolfe

145 Mayor Wolfe asked if anyone in the audience objected to the Consent Agenda.

146

147 **MOTION**

148

149 **Bob Grenier moved to approve the Consent Agenda [Police Pension Board appointments**
150 **– Norb Thomas, Resident position to 2017 and Sarah Coursey, Mutual position until**
151 **2017], seconded by Kirby Smith. The motion carried unanimously 5-0.**

152

153 **IX. ORDINANCES/RESOLUTIONS – PUBLIC HEARING**

154 **(All Ordinances under First Reading are not discussed, unless otherwise noted, until the**
155 **Second Reading)**

156

157 Mayor Wolfe noted first readings are only to be read into the record and would not be discussed
158 this evening. He noted that anyone present who wished to present information could contact the
159 City Administrator and the information would be relayed to the City Council individually.

160

161 **First Reading**

162

163 **Tab 4) Ordinance #2015-23 – Annexation & Rezoning (Three Palms Jacques Skutt**
164 **Mobile Home Park) to RMF3 Multi-Family – Senior Adult Housing - 6.02 Acres**

165

166 **Tab 5) Ordinance #2015-24 – Small Scale Future Land Use Jacques Skutt**
167 **Amendment – Three Palms Mobile Home Park – 6.02 Acres**
168 **County Urban High to City High Density Residential**

169

170 **TRANSMITTAL HEARING**

171

172 **Tab 6) Ordinance #2015-21 – Amendment to Comprehensive Plan Jacques Skutt**
173 **Chapter 6 – Intergovernmental Coordination Element to ISBA**

174

175 Mr. Skutt said this ordinance rescinds Ordinance #2015-10 and amends the Comprehensive
176 Plan to incorporate the adopted Interlocal Services Boundary Agreement between the City of
177 Tavares and Lake County. He noted the City had adopted a similar ordinance last spring,
178 however, the State found issue with the procedure as they classify this type of amendment as a
179 Large Scale Comprehensive Plan amendment which means that they will want to review the
180 amendment before adoption. The Planning & Zoning Board acting as the City's Local Planning
181 Agency unanimously recommended approval on November 19, 2015.

182

183 **MOTION**

184

185 **Lori Pfister moved to approve Ordinance #2015-21, seconded by Bob Grenier. The**
186 **motion carried unanimously 5-0.**

187

188 **Second Reading**

189

190 **Tab 7) Ordinance #2015-22 – Amendment to Stormwater Fee Lori Houghton**

191

192 Ms. Houghton stated this is a housekeeping measure to amend the LDR's to agree with the rate

241
242 (Councilmember Smith said he felt that whoever the mayor is currently should always be on the
243 Sister City program.)
244

245 **Horizon Teams**

- 246
247 1. Special Events Project Team (Vice Mayor Lori Pfister / Bob Tweedie)
248 2. Alfred Street-Carolina Street one way pair (Vice Mayor Lori Pfister/ Jacques
249 Skutt)
250 3. Public Safety Complex (Councilmember Bobby Grenier/Richard Keith)
251 4. Woodlea Sports Park Complex (Councilmember Kirby Smith/Tamera Rogers)
252 5. Economic Development (Council Member Kirby Smith/Bob Tweedie)
253 6. Sister City Program (Mayor Wolfe/John Drury)
254 7. Library Expansion (Vice Mayor Lori Pfister/Tamera Rogers)
255 8. Public Works Complex (Bob Grenier/Chris Thompson)
256 9. Tavares Square Project (Kirby Smith/Bob Tweedie)
257 10. Downtown Master Plan Update (Lisa Johnson/Jacques Skutt)
258 11. Old 441 corridor improvements to Bay Road Team (Kirby Smith/Jacques Skutt)
259 12. Historical Society Building (Lisa Johnson/Chris Thompson)
260 13. Ruby Street Reconstruction project (Robert Wolfe/Brad Hayes)
261 14. State Road 19/561 and 448 Corridors (new team) – Bob Grenier
262

263 **OTHER BOARD REPRESENTATION**

264 **Florida League of Cities Legislative Committees**

265
266 Roy Stevenson – Urban Administration
267 Brad Hayes – Environment & Energy Council
268 Jacques Skutt – Transportation & Intergovernmental
269 Lori Houghton – Finance & Taxation
270 _____ - Growth Management & Economic Affairs
271

272 **Lake Community Action Agency – 4th Wed. at 7 p.m.**

273 Art Swanton– Representative
274

275 **Lake County Library Advisory Board – 3rd Thursday at 5 p.m.**

276 Patricia Miller – Representative
277 Rosa Rosario - Library Director - Alternate
278

279 **Lake County League of Cities – 2nd Friday at 11:30 a.m.**

280 Robert Wolfe – Representative
281 Councilmember Kirby Smith - Alternate
282

283 **Lake County League of Cities - Solid Waste Advisory Committee**

284 Lori Houghton – Representative
285

286 **Lake County School Board – Lake County Schools Local Preference Committee:**

287 Lori Houghton - Member
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Lake County Water Alliance Technical Committee

Brad Hayes – Representative

Metropolitan Planning Organization

Robert Wolfe – Governing Board Member

Councilmember Kirby Smith - Alternate

Metropolitan Planning Organization – Technical Advisory Committee

Jacques Skutt – Representative

_____ - Alternate

Metropolitan Planning Organization – Bicycle/Pedestrian Committee

Gina Bennett - Representative (confirmation in process)

Metropolitan Planning Organization – Citizens Advisory Committee

David Clutts – Representative (confirmation in process)

Myregion.org

John Drury – Representative

Tavares Chamber of Commerce

Kirby Smith - Representative

School Concurrency Committee Annual Meeting (December 11, 2015 – 10:00-12:00)

Mayor Robert Wolfe – Representative

Jacques Skutt – School Concurrency Technical Advisory Committee

Tab 10) City Hall Improvements

Chris Thompson

Mr. Thompson presented a three component City Hall improvement plan for Council's consideration: City Hall security; City Hall roof maintenance; and parking lot plan.

Mr. Thompson discussed the committee of staff members who met to discuss security and the concept plan that has been presented. The City Hall roof maintenance project is to resolve the roof leakage problem due to age and the gutter system. The parking lot on the side of City Hall will be repaved and repaired with some enhanced landscaping. To do all three of the projects will cost about \$234,000 based on estimates. He discussed the options presented in the agenda summary. Staff recommends Option 1, to do all three projects.

Councilmember Smith discussed some of the background issues that had led to a concern to provide better security. He spoke in favor. Councilmember Grenier also spoke in favor.

MOTION

Lori Pfister moved to approve Option 1 [Authorize a budget amendment to add \$12,951 to the FY 2016 expense side of the budget which is 50% of the annual debt service to fund

385 Mr. Greenwood and staff had no way of knowing the condition of the vaults. Mr. Tweedie
386 showed photographs that showed the walls of the vaults being close to three feet thick with 18
387 inch ceilings reinforced with heavy rebar steel. Mr. Greenwood has incurred additional expenses
388 in the way of staff and equipment and damage to equipment. Staff recommends approval. Mr.
389 Drury added that Mr. Greenwood has been steady and uncomplaining as he has worked on this
390 job.

391

392 **MOTION**

393

394 **Lori Pfister moved to approve the change order, seconded by Bob Grenier. The motion**
395 **carried unanimously 5-0.**

396

397 **Tab 14) 2015-2016 Pavement Management Program**

Chris Thompson

398

399 Mr. Thompson said this is the first year program developed from the five year plan at a budget
400 of \$100,000. He presented the recommended paving projects as follows:

401

- 402 • Maine Court from West Delaware St. to Cul de Sac Loop (Mill/Overlay and reconstruct
403 cul-de-sac island)
- 404
- 405 • Vista Drive from Banning Beach Rd. to Magnolia Circle (Mill/Overlay)
- 406
- 407 • South Short Drive from Westland Drive to Lake Dora Circle (Mill/Overlay)
- 408

408

409 **MOTION**

410

411 **Lori Pfister moved to authorize the City Administrator to enter into all contracts, as**
412 **funding allows, for completion of the prioritized first year Pavement Management Plan as**
413 **developed by the Public Works Department, seconded by Bob Grenier. The motion was**
414 **approved unanimously 5-0.**

415

416 **XI. OLD BUSINESS**

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418 **XII. NEW BUSINESS**

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420 **XIII. AUDIENCE TO BE HEARD**

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422 **Betty Burleigh, Tavares resident**

423

424 Ms. Burleigh reported that on December 2, 1993, the headlines for Tavares were "Meet Your
425 New Police Chief Norbert Thomas." The article said "Norbert Thomas has been a chief for three
426 months. He was born in Chicago. He graduated from University of Florida and Rollins College
427 where he earned his Master's. He retired after 24 years at the Gainesville Police Department.
428 The Police Department is getting ready to move into the new City Hall December 3rd and will
429 hold an Open House on December 10th."

430

431 Ms. Burleigh stated that recently the Tavares Historical Society provided a list of all the Police
432 Chiefs and the years they served to Michelle of the Police Department. She added that

433 yesterday she had attended the State of the County Meeting and had picked up their Welcome
434 to Lake County flyer which shows the Pavilion and Seaplane Base.

435
436 Lou Buigas, Tavares Resident

437
438 Ms. Buigas thanked Council for being respectful and having decorum at the dais.
439

440 **XIV. REPORTS**

441
442 **Tab 15) City Administrator** **John Drury**

443
444 Mr. Drury noted the Christmas event is coming up along with the employee luncheon and invited
445 Council to attend. He said traditionally the City has not held a meeting the first Wednesday in
446 January so the next meeting will be January 20, 2016.

447
448 **Community Services Director**

449
450 Ms. Rogers said the first international wedding was held at the Pavilion (a couple from Ireland).
451 She reminded everyone of the Christmas parade and thanked everyone for participating. She
452 gave some of the highlights of the event (i.e. ice skating rink on the pier).

453
454 **Attorney Williams**

455
456 Mr. Williams said he had received a call from the attorney for the bond surety for the Three Lakes
457 Park project. The bids are in and they hope to have them tabulated with selection by the end of
458 this week.

459
460 **Tab 16) Council Reports** **City Councilmembers**

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462 **Councilmember Grenier**

463
464 Councilmember Grenier said he appreciated the stand of Senator Alan Hayes with regard to his
465 opposition to the removal of a statute of General Kirby Smith from the Hall of Statutory in Washington
466 D.C.

467
468 Councilmember Grenier added that this Monday is Pearl Harbor Day. He said he has become more
469 aware of dates regarding World War II while working on a new book. He discussed the men and women
470 veterans he has been interviewing.

471
472 **Councilmember Lisa Johnson**

473
474 Councilmember Johnson spoke in appreciation of the upcoming holiday event and thanked all the
475 councilmembers and staff for begin involved.

476
477 **Councilmember Smith**

478
479 Councilmember Smith said he would be judging floats at the parade and looked forward to seeing
480 everyone. He said he would not be able to make the luncheon as he would be traveling to see his niece

481 graduate from the University of West Florida and that she is the first grandchild in his family to graduate
482 from college.

483
484 Councilmember Smith said today is "National Mutt Day" and on this day in 1927 the first Model A Ford
485 was sold for \$385.00.

486
487 **Mayor Wolfe**

488
489 Mayor Wolfe said he is looking forward to the City Christmas event and added that Hoity Toity is having
490 an open house on Friday evening and O'Keefe's is holding a fundraising Christmas party to gather toys
491 for the Tavares area on Sunday.

492
493 **Adjournment**

494
495 There was no further business and the meeting was adjourned at 5:08 p.m.

496
497 Respectfully submitted,

498

499

500 Nancy A. Barnett, MMC

501 City Clerk