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**CITY OF TAVARES
CITY COUNCIL MINUTES
December 16, 2015
CITY 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
CharLynn Wood, Budget Analyst
Lori Tucker, Human Resources Director
Tammey Rogers, Community Services Director
Richard Keith, Fire Department
Jacques Skutt, Director of Community Development
Lt. Jason Paynter, Police Department

I. INVOCATION

**Tom Cavanaugh
First Baptist Church of Mt. Dora**

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

II. CALL TO ORDER

Mayor Wolfe

III. APPROVAL OF AGENDA

Mayor Wolfe

Mr. Drury stated staff had no changes to the agenda. Mayor Wolfe asked if Council had any changes.

Councilmember Johnson requested that Tab 16 be moved up on the agenda to become Tab 2A as she needed to leave early due to a family matter.

Mr. Drury noted Tab 16 is a request to expand the Mixed Use zoning on Lake Dora Drive.

49 **MOTION**

50
51 Kirby Smith moved to move Tab 16 to Tab 2A and to approve the agenda, seconded by Bob
52 Grenier. The motion carried unanimously 5-0.

53
54 **IV. APPROVAL OF MINUTES**

55
56 Tab 1) Approval of Minutes for November 18, 2015 Mayor Wolfe

57
58 **MOTION**

59 Kirby Smith moved to approve the minutes of November 18, 2015, seconded by Bob Grenier.
60 The motion carried unanimously 5-0.

61
62 **V. PROCLAMATIONS/PRESENTATIONS**

63
64 Tab 2) Recognition of Doris Ragan Mayor Wolfe

65
66 Mayor Wolfe read a proclamation in honor of Tavares resident Doris Ragan, who recently
67 submitted her resignation from the Library Board after many years of service.

68
69 ***IN APPRECIATION TO DORIS RAGAN***

70
71 ***WHEREAS, Doris Ragan has been an active and dedicated citizen of Tavares since 1946 when she***
72 ***moved to Tavares to begin her teaching career;***

73
74 ***WHEREAS, Doris Ragan has been a member of the Tavares Public Library Advisory Board and***
75 ***has supported the Tavares Library for more than 30 years;***

76
77 ***WHEREAS, Doris Ragan was a member of the Beautification Committee and helped to plan the***
78 ***landscaping for the Tavares library and other beautification projects in the City;***

79
80 ***WHEREAS, Doris Ragan faithfully brought beautiful floral arrangements to Art Shows at City Hall***
81 ***and to the Library for many years;***

82
83 ***WHEREAS, Doris Ragan has received special recognition over the years for her commitment to***
84 ***many community projects that have benefitted the City of Tavares and its residents;***

85
86 ***WHEREAS, Doris Ragan is appreciated for her youthful attitude, wit, and constancy in***
87 ***contributing to society and the local community;***

88
89 ***NOW, THEREFORE, BE IT RESOLVED that I, Robert Wolfe, Mayor of the City of Tavares hereby***
90 ***extend our gratitude to Doris Ragan for her faithful service and dedication to the City and its***
91 ***residents.***

92
93 Mayor Wolfe noted that Mrs. Ragan had been a teacher at Tavares High School. Mrs. Ragan
94 stated she had provided flowers to the library for 15 years in addition to have many of the
95 Councilmembers in her classes.

96
97 **Tab 2A) Request to Expand Mixed Use Zoning on Lake Dora Drive Bob Tweedie**
98 **From Disston Avenue to Dora Avenue**

99

100 Attorney Williams said this item is for discussion and to provide direction to staff. If Council
101 directs staff to go forward with a rezoning, it will have to go through the rezoning process to
102 Planning & Zoning, back to City Council for two public hearings.

103

104 Councilmember Smith stated he has a conflict on this item as his family owns property that will
105 be affected along this route.

106

107 Mr. Tweedie stated over the past several years the City has worked to revitalize the downtown
108 with several projects and events. The adopted Master Plan suggests strategies to promote
109 obtainable economic growth within the area. One of the strategies is to create buffers or
110 transition zones from the commercial downtown to the residential areas. This has been done to
111 the north in the Caroline and Alfred area and although the master plan does not go beyond the
112 confines to the east (Disston Avenue), staff believes similar strategies are desirable for the
113 same purposes. Over time much of the land use along the south side of Lake Dora Drive which
114 is currently zoned as single family residential have changed uses on both sides of the road. He
115 said to the north it is industrial, mixed use, and public use zoning and to the south it is
116 completely residential with a couple of properties that are non-compatible; most notably, the
117 Duncan House. This property has operated on and off as a bed and breakfast and has had
118 difficulty sustaining that use.

119

120 Staff is recommending that the city initiate a rezoning to Mixed Use for those properties on the
121 south side of Lake Dora Drive between Disston and Dora Avenue to the east. Rezoning these
122 properties would provide a needed buffer and transition from the downtown district to the
123 residential and would provide an opportunity to redevelop and repurpose those areas to low
124 intensity commercial uses that would complement the downtown economic development
125 initiatives.

126

127 Mr. Drury discussed the rezoning process. He noted, in addition, the public will be notified not
128 only through the normal noticing process but everyone in the area will also receive a letter so
129 that they have an opportunity to come to the Council and be heard.

130

131 Vice Mayor Pfister asked if the staff recommendation is due to a request, or just an opinion that
132 this rezoning is needed.

133

134 Mr. Tweedie said there is an individual interested in purchasing the Duncan House to operate it
135 as a bed and breakfast. Currently the use is incompatible. He said this initiated the discussion,
136 however, staff reviewed and felt that this rezoning would be a good fit for the area at the this
137 time.

138

139 Mayor Wolfe said he is not opposed to the use of the Duncan House however he was not
140 necessarily in favor of the rezoning.

141

142 Councilmember Grenier asked for clarification again on the process which Mr. Drury provided.

143

144 Gene Smith – 1250 Smith Avenue

145

146 Mr. Smith noted there is a public works facility that faces Disston on the corner of Lake Dora

147 Drive, a water tank, and a cabinet shop. He pointed out the adjacent public facilities district and
148 industrial zonings that exist currently and the next section which is Mixed Use. He said to
149 change it all to Mixed Use would therefore only make it compliant with the current zoning.

150
151 Heather Graham
152

153 Ms. Graham said she was recently asked to look at the Duncan House as a potential bed &
154 breakfast. She said it is a beautiful piece of property, is part of the history of Tavares, and is on
155 the National Registry. She said she believes it will eventually fall apart if it is not rezoned to
156 allow for it to be used to its full potential. If the ordinance is revised and allows for it to be used
157 for a bigger purpose, the property would complement the pavilion and the rest of the town with
158 lake access, etc.

159
160 **MOTION**

161
162 **Lisa Johnson moved to have staff initiate a rezoning to Mixed Use of those properties**
163 **lying south of Lake Dora Drive between Disston and Dora Avenues. The motion was**
164 **seconded by Bob Grenier.**

165
166 **The motion carried unanimously 4-0 with Councilmember Smith abstaining.**

167
168 **Tab 3) Ruby Street Stormwater Project**

Brad Hayes

169
170 Mr. Hayes noted Scott Shannon of Arcadis would be providing an overview of the downtown
171 Ruby Street stormwater project. The objective is to ask Council to approve the overall project
172 concept and plans.

173
174 Mr. Drury said this is a very exciting project. He discussed the visioning process that had
175 incurred when there was discussion held regarding making Ruby Street the front and center
176 piece of the downtown.

177
178 Mr. Shannon stated the project had begun as a foundation for improving drainage downtown
179 and to help improve the water quality of Lake Dora. He said through creative financing and
180 innovative design elements, it has provided an opportunity to create an additional asset to the
181 stormwater project.

182
183 Mr. Shannon noted that Lake Dora is recognized as an impaired water way by the State
184 primarily due to nutrient levels that come in through stormwater and drainage. This project was
185 conceived to address that condition. The project has three steps:

- 186
187 1) A pond that will capture stormwater drainage in the downtown area instead of going
188 directly into Lake Dora.
189 2) An interceptor: a large pipe that will capture the runoff from the existing outfalls that run
190 into Lake Dora along Ruby Street and then divert it into the pond.
191 3) Streetscape improvements.

192
193 Mr. Shannon discussed the financing of the project. To date 2.6 million has already been
194 secured. Two other sources that may become available are a St. Johns River Water Grant for

195 one million, and a legislative appropriation for 2.5 million. Another 3.5 million is in the works and
196 an SRF loan has been approved to cover any remaining balance on the project. Mr. Hayes said
197 the interest rate on the SRF loan (if it is needed) has been negotiated at 0.39%.

198
199 Mr. Shannon said the important part of having an innovative and sustainable treatment
200 approach is that those are the elements that attract the funding. In addition, because of the
201 location it was felt this would be an opportunity to create an asset that will enhance the projects
202 already completed. He showed a slide of the current pond property and then the concept of the
203 pond and an 8 acre wetland, containing the following:

- 204
- 205 • Five cells where the water will move through sequentially serving different treatment
- 206 functions.
- 207 • The pond should be able to remove about 200 lbs. of phosphorus which is about 85% of
- 208 what is currently introduced from direct runoff and 78% of nitrogen as well.
- 209 • Floating mats which can hold natural plantings with the additional goal of creating an
- 210 educational setting.
- 211

212 Mr. Shannon said the landscaping improvements will include a new street surface, curbing,
213 landscaping and drainage. It will serve as a water front promenade. He then showed a design
214 option of red brick. He said overall the city will need to move soon because of the grants are
215 nearing expiration.

216
217 Mr. Drury advised that the public communications and outreach component will be coordinated
218 by Mandy Wetstein. He said it is very important that the businesses be brought into the loop and
219 the city will reach out to every one impacted.

220
221 Council commended staff and spoke in support.

222
223 (Councilmember Johnson left the meeting at 4:45 p.m.)

224
225 **MOTION**

226
227 **Kirby Smith approved the concept and the project, seconded by Bob Grenier. The motion**
228 **carried unanimously 4-0.**

229
230 **VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS**

231
232 Attorney Williams stated there is one quasi-judicial item; Tab 8, the annexation & rezoning of Three
233 Palms. He gave the oath to those who wished to speak. Council indicated no ex parte communications
234 on this matter.

235
236 **VII. READING OF ALL ORDINANCES/RESOLUTIONS** Nancy Barnett
237 **INTO THE RECORD**

238
239 Ms. Barnett read the following ordinances/resolutions into the record by title only:

240
241 **ORDINANCE 2015-25**

243 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE CITY'S
244 LAND DEVELOPMENT REGULATIONS BY AMENDING CHAPTER 23, DIVISION 3,
245 SECTION 23-14, IMPACT FEE WAIVERS BY RETITLING THE SECTION AS "IMPACT
246 FEE WAIVERS AND DEFERRALS", BY DEFINING A "LARGE MULTI-FAMILY
247 DEVELOPMENT", BY PROVIDING FOR A PARTIAL DEFERRAL OF PAYMENT OF
248 IMPACT FEES FOR LARGE MULTI-FAMILY DEVELOPMENTS AS AN ECONOMIC
249 INCENTIVE, BY PROVIDING FOR TERMS AND CONDITIONS FOR THIS DEFERRAL,
250 BY PROVIDING APPROPRIATE SECTION RENUMBERING AND CODIFICATION;
251 PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE
252

253
254 **ORDINANCE 2015-23**
255

256 AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF TAVARES BY
257 ANNEXING UNDER THE TERMS AND CONDITIONS OF THE INTERLOCAL SERVICE
258 BOUNDARY AGREEMENT BETWEEN THE CITY OF TAVARES AND LAKE COUNTY
259 APPROXIMATELY 6.02 ACRES OF NON-CONTIGUOUS PROPERTY, KNOWN AS
260 THREE PALMS MOBILE HOME PARK, GENERALLY LOCATED ON THE NORTH
261 SIDE OF OLD U.S. HIGHWAY 441, APPROXIMATELY 325 FEET WEST OF THE
262 INTERSECTION WITH DAVID WALKER DRIVE; REZONING THE PROPERTY FROM
263 COUNTY RMRP (MOBILE HOME RENTAL PARK) TO CITY RMF-3 (RESIDENTIAL
264 MULTI-FAMILY); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS
265 ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE
266 DATE.
267

268 **ORDINANCE 2015-24**
269

270 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE TAVARES
271 COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020, PROVIDING FOR A
272 CHANGE OF FUTURE LAND USE DESIGNATION ON APPROXIMATELY 6.02
273 ACRES OF PROPERTY FROM COUNTY URBAN HIGH TO CITY HIGH DENSITY
274 RESIDENTIAL FOR NON-CONTIGUOUS PROPERTY KNOWN AS THREE PALMS
275 MOBILE HOME PARK, GENERALLY LOCATED ON THE NORTH SIDE OF OLD U.S.
276 HIGHWAY 441, APPROXIMATELY 325 FEET WEST OF THE INTERSECTION WITH
277 DAVID WALKER DRIVE; PROVIDING FOR SEVERABILITY AND CONFLICTS; AND
278 PROVIDING FOR AN EFFECTIVE DATE.
279

280 **RESOLUTION 2015 - 15**
281

282 A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2016
283 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING
284 THE FIRST AMENDMENT TO THE ADOPTED BUDGET, AND PROVIDING FOR A
285 REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.
286

287 **RESOLUTION 2015-18**

288 A RESOLUTION OF CITY OF TAVARES, FLORIDA, RELATING TO THE STATE
289 REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE
290 LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING
291 PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES;
292 PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND
293 EFFECTIVE DATE.
294

295 RESOLUTION NO. 2015-19

296
297 A RESOLUTION TO AUTHORIZE CERTAIN ACTIONS RELATING TO CITY OF
298 TAVARES, FLORIDA FIRST MORTGAGE REVENUE BONDS, SERIES 2011
299 (OSPREY LODGE AT LAKEVIEW CREST); TO AUTHORIZE AND APPROVE THE
300 EXECUTION AND DELIVERY OF A, FIRST SUPPLEMENTAL TRUST INDENTURE,
301 AND FOR OTHER PURPOSES.
302

303 **VIII. CONSENT AGENDA**

304
305 Mayor Wolfe said that an audience member wished to speak on Tab 6. He asked if anyone wished to
306 speak on Tabs 4 and 5.
307

308 **Tab 4) Use of Forfeiture Funds for Equipment for Protection & Training** **Stoney Lubins**

309
310
311 **Tab 5) Approval of Interlocal Agreement with Lake County** **Chris Thompson**
312 **For Sidewalk Improvements on Dora Avenue**
313

314 **MOTION**

315
316 **Bob Grenier moved to approve the Consent Agenda – Tab 4 – Use of Forfeiture Funds for**
317 **Equipment for Protection & Training and Tab 5 – Approval of Interlocal Agreement with Lake**
318 **County for Sidewalk Improvements on Dora Avenue. The motion was seconded by Lori Pfister.**
319 **The motion carried unanimously 4-0.**
320

321 **Tab 6) Request to Issue RFP For Capital Project Debt per FY 2016**

322
323 Mr. Drury requested Ms. Wood, Budget Analyst, to present the summary. Ms. Wood stated this is a
324 request to issue an RFP for short term debt financing to fund the purchase of capital items included in
325 the FY 2016 adopted budget identified in the debt financing. These items include a fire truck, a
326 Battalion Chief Vehicle, City Hall chiller, Caroline Street streetscape, and the City Hall improvements
327 that were approved on December 2, 2015.
328

329 **Vance Joachim – Tavares**

330
331 Mr. Joachim stated he was in opposition to the recently approved penny sales tax extension and one of
332 his issues was bond and debt financing. He said although this is a small amount being considered
333 today, and the financing is short term, he was concerned because of the School Board and their
334 experience with debt financing. He said both the County and the School Board have passed a policy
335 saying that every year they will have a public annual meeting to discuss their plans for the next year
336 using the penny tax revenues, and secondly if they are going to consider bonds they will have a public
337 hearing. Mr. Joachim said the agenda summary does not mention fiscal impact.
338

339 Mr. Drury said there is no fiscal impact to issue an RFP. When the proposal comes back to the City, the
340 fiscal impact will need to be discussed completely. Mr. Drury noted that during the annual budgeting
341 process, the projects are identified along with their source of funding. What is being done today is
342 implementing a task resulting from the budget that was approved by the Council. He added that he will
343 review the policy issue with the Finance Director.

344
345 Mayor Wolfe commented that the City had discussed in public meetings the projects that the City was
346 intending to fund with the penny sales tax before it was approved (i.e. public safety facility, etc.)
347

348 **MOTION**

349
350 **Kirby Smith moved to ask the Finance Director to consult with the Financial Advisor to develop**
351 **an RFP, seconded by Bob Grenier. The motion carried unanimously 4-0.**
352

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

354 **(All Ordinances under First Reading are not discussed, unless otherwise noted, until the**
355 **Second Reading)**
356

357 **First Reading**

358
359 **Tab 7) Ordinance #2015-25 – Amendment to Economic Incentives Bob Tweedie**
360 **In Land Development Regulations – Deferral of Impact Fees**
361 **For Large Scale Multi-Family Developments**
362

363 Mayor Wolfe stated that he had had a request from Juan Riviera to speak on this ordinance, but noted
364 that by policy the City does not hold discussions until second reading on ordinances.
365

366 **Second Reading**

367
368 **Tab 8) Ordinance #2015-23 – Annexation & Rezoning (Three Palms Mobile Home Park) to RMF3**
369 **Multi-Family – Senior Adult Housing - 6.02 Acres – Jacques Skutt**
370

371 Mr. Skutt said this property is located on the north side of Old Highway 441, about 225 feet west of
372 David Walker Drive. The property contains Three Palms Mobile Home Park. The property is within the
373 City's Interlocal Services Boundary Area. It is not contiguous to the City's boundaries and therefore as
374 a condition of annexation the owner must enter into a concurrent Utility agreement to extend
375 infrastructure to the property. The owner is proposing to remove the existing mobile home park and
376 redevelop the site as a senior adult low rise apartment complex. Approximately 150 units are proposed.
377 The owner is concurrently seeking a Comprehensive Map amendment to high density residential.
378

379 Mr. Skutt said that Florida State Statutes require that an owner of a mobile home park provide
380 notification of rezoning applications in writing to mobile home owners. Eviction notices must contain
381 specifically worded notification of entitlement to compensation from the Mobile Home Relocation Trust
382 Fund. Local government must take precautionary steps to ensure that adequate mobile home parks or
383 other suitable facilities exist for the relocation of the mobile home owners. Staff believes that these
384 requirements have been adequately fulfilled and a relocation report prepared by the applicant has been
385 provided. The property is about 250 feet from the Shanti Niketan multi family community project. He
386 discussed the surrounding zoning. He said the Planning & Zoning Board recommended approval on
387 November 18th. He said staff has received three letters from the community: one from Rosemary
388 Eastwood, one from Erin Wells, and one from Joann Simmons who object to the relocation options and
389 compensation. Their letters were included in the agenda packet.
390

391 Mr. Skutt said staff had requested a legal opinion from the City Attorney as to the city's role and

392 obligations with regard to compensation in this matter. He read from the letter sent by the City Attorney
393 stating that the City cannot participate in or condition zoning approval on any exchange or relocation
394 negotiations that may be taking place between the owner and the tenants. The City has to make sure
395 that appropriate notification of hearings has been given and that the owner has submitted a study of
396 relocation options. Staff recommends approval.

397

398 Attorney Williams confirmed that there is a statute on relocation of mobile homes.

399

400 Juan Riviera

401

402 Mr. Rivera, 31292 Three Palms Lane, Tavares thanked the Council for the opportunity to speak. He
403 said he was trying to understand F.S. 723.083 on the government's role in helping people to relocate.
404 He said the amount is grossly inadequate. He said he understood the City's position and the land
405 owner's position in terms of revenues. He said many of the people are ill and elderly. He asked that
406 Council take this into consideration in making their decision. He stated that he is a disabled veteran. He
407 said the statement that there is enough resources in the neighboring communities to absorb the people
408 who will be displaced is an incorrect statement. He said the people have been trying to find alternate
409 housing since they received the notification without success.

410

411 Rosemary Eastwood

412

413 Ms. Eastwood of 31201 Three Palms Lane, said she had handed in a proposal. She said there is no
414 communication between the owner and the residents. She said a letter was sent or handed to them by
415 other people. She said she had provided a proposal. She asked who had seen it and did Mr. Tamburro
416 see it. She said Mr. Tamburro has purchased 30 mobile homes from the Villages and he should swap
417 them out. She said the \$1375 comes to them anywhere from four weeks to three months after they
418 have vacated the property. She said her home is in excellent condition. She said there is a small
419 handful of owners in her position and she was speaking for everybody. She said she felt bad that she
420 couldn't read her proposal to put it in the record.

421

422 Mayor Wolfe acknowledged that Ms. Eastwood's proposal had been provided to the City Council. Ms.
423 Eastwood said 158 residents will be happy but 28 will be homeless.

424

425 Attorney Williams confirmed that the City has Ms. Eastwood's statement and it is part of the record. He
426 said she can add anything she wants to be in the record.

427

428 Ted Wicks, the owner's engineer, stated that this is an older park with several aging units and
429 infrastructure. He said senior apartments are not prevalent in the City and they believe it is a housing
430 element that needs to be brought to the City. He said they have followed the provisions of the ISBA and
431 executed a utility agreement. The development will connect to the city utilities upon redevelopment. He
432 said Mr. Tamburro has given proper notice pursuant to statute and is sensitive to the situations. He said
433 they believe there are sufficient opportunities for relocation pursuant to the statute.

434

435 Mr. Wicks said Mr. Tamburro did initially issue an eviction notice pursuant to statute, however, he
436 withdrew the notice, gave the residents the notice of the land use hearings and decided to wait to do
437 the other action until the outcome of the hearings.

438

439 Councilmember Grenier asked if there were any drawings for what is proposed. Mr. Wicks said the

488
489 Ms. Wood said there is an error on the third page of the Resolution, Section 1 which states 2054; it
490 should read "2016." She stated that this resolution is an amendment to the 2015-2016 operating
491 budget. The amendment increases the operating budget from \$37,006,432 to \$38,818,891 in both
492 revenues and expenditures. Appropriation increases represent capital projects and prior year project
493 encumbrance rollovers.

494
495 **MOTION**

496
497 **Bob Grenier moved to approve Resolution #2015-15, seconded by Kirby Smith. The motion**
498 **carried unanimously 4-0.**

499
500 **Tab 11) Resolution #2015-18 – State Revolving Fund Application CharLynn Wood**
501 **For Lake Frances Improvements for**
502 **Increased Wastewater Capacity**

503
504 Ms. Wood said this is a request for an application for a loan with FDEP in the amount of \$20,000 at an
505 estimated interest rate of 1.15%. This will fund the plans for upgrades to the Lake Frances Water and
506 Sewer System as well as upgrades to Lift Station 49 which is on Mt. Homer Road.

507
508 Councilmember Smith asked why it was not budgeted. Mr. Hayes said it is a study and it is part of the
509 SRF process. The money has to be borrowed from SRF and not from the city's budget in order to
510 receive the funding.

511
512 **MOTION**

513
514 **Bob Grenier moved to approve Resolution #2015-18, seconded by Kirby Smith. The motion**
515 **carried unanimously 4-0.**

516
517 **Tab 12) Resolution #2015-19 - Approval of Supplemental Bond Bob Tweedie**
518 **Trust Indenture for early Pay Off Conduit**
519 **Bond Financing, Osprey Lodge**

520
521 Mr. Tweedie said this is a request to execute the First Supplemental Trust Indenture between the City
522 of Tavares and US Bank National amending the first optional redemption date to the Industrial
523 Development Revenue bonds issued by the City in 2011 for the construction of the Osprey Lodge
524 Assisted Living and Memory Care Facility. He discussed the conduit financing process where
525 municipalities and other local government jurisdictions are authorized to issue tax free revenue bonds
526 for construction of economic development projects that are privately owned. The present owners wish
527 to sell to a new ownership group and have to re-finance and retire the debt early which requires
528 approval by the City to the original indenture agreement. The sale is still in process and the owners are
529 hoping to close before the next meeting.

530
531 Attorney Williams said this is similar to a re-finance. The issue is that when the bonds were issued
532 some of the bonds had a call period wherein the bond holder was issued bonds at a certain interest and
533 the agreement was to not call in the bonds early for a period of time which is three or four years from
534 now. He said this involves an early payoff and there are provisions in the bond documents on how that
535 is done. He said the City's bond counsel has been reviewing the agreement. The City needs the

536 consent of the bond holders (which are held by a trustee) that they have met the consent requirement,
537 an indemnity agreement that no one will come to the City because of agreeing to an early pay off of
538 these bonds, and assurance from the new bond holder that it will not affect the original bond issue.
539

540 Attorney Williams recommended that if Council wishes to approve this resolution, to make the motion
541 subject to the approval from Mr. Tweedie and himself and the Bond Counsel who will make the final
542 recommendation.
543

544 Mr. Drury said the motion would be to approve the resolution subject to satisfying the three conditions
545 that the City Attorney has outlined to the satisfaction of the City Attorney.
546

547 **MOTION**

548
549 **Kirby Smith moved to approve Resolution #2015-19 with the contingency of the concurrence of**
550 **the Economic Development Director, Bob Tweedie, and City Attorney Bob Williams, seconded**
551 **by Lori Pfister. The motion carried unanimously 4-0.**
552

553 **X. GENERAL GOVERNMENT**

554
555 **Councilmember Smith asked if Tabs 13 and 14 could be handled together. Mr. Drury confirmed.**
556

557 **Tab 13) Agreement with Arcadis for Administration and Brad Hayes**
558 **Grant Compliance Work for the Ruby Street Stormwater Project**

559
560 **Tab 14) Agreement with Arcadis for Construction Administration, Brad Hayes**
561 **Public Relations & Permit Compliance Services for the**
562 **Ruby Street Stormwater Project**
563

564 Mr. Hayes said these are two work authorizations for construction administration services and financial
565 administration and compliance for the stormwater project. He said he has negotiated with the
566 consultants to arrive at the proposed scope. The fee for the project is consistent with industry standards
567 for this type of work. The prices are also within the standards allowed by the grants.
568

569 Mr. Hayes presented the staff recommendation to approve the Arcadis contract for construction
570 administration in the amount of \$409,716 and the Arcadis contract for funding administration and
571 compliance in the amount of \$750,000.
572

573 **MOTION**

574
575 **Kirby Smith moved to approve both contracts in Tabs 13 and 14, seconded by Lori Pfister. The**
576 **motion carried unanimously 4-0.**
577

578 **Tab 15) West City Gateway Sign Jacques Skutt**

579 Mr. Skutt said he had reported previously on the progress of the gateway sign at the east on the
580 hospital property. He said it is scheduled for installation this coming week. Staff has been actively
581 involved in design and permitting of a west feature sign. Originally the plan was to mount a donated
582 seaplane in the FDOT pond near the Chris Daniels Memorial Fountain. Staff obtained estimates for
583 engineering and construction based on FDOT permit conditions. Once permitting conditions were

584 applied to design standards it was determined that a seaplane feature would be very expensive and
585 visually ineffective. Therefore it is recommended that the existing Tavares gateway sign adjacent to the
586 pond (which has no brand features) be replaced. He discussed the options. Staff recommends an exact
587 replication of the large East Gateway sign being installed on the Florida Hospital property.
588

589 Vice Mayor Pfister said she liked Exhibit C and she did not think the signs all had to look the same.
590 Councilmember Grenier said he agreed and would have liked the 1880 established date to be on the
591 sign. He said he did not like the gray as he thought it would need more maintenance. Councilmember
592 Smith said he liked Exhibit B as he keeps the same scheme but is a little different. Councilmember
593 Smith said the monies left in the budget for signage needed to be considered. Councilmember Grenier
594 said he also liked Exhibit B.
595

596 Mr. Drury said he was hearing a consensus for Exhibit B in the agenda package. Mr. Drury said the bid
597 and costs will come back to Council and then staff will come back with the amounts that are remaining
598 and seek authorization to move to the next locations with a different looking sign and more options.
599

600 **MOTION**

601
602 **Lori Pfister moved to choose Exhibit B [Option D on the slide shown], seconded by Kirby Smith.**
603 **The motion carried unanimously 4-0.**
604

605 **Tab 17) Request from Fire and Police Pension Boards to Assign John Drury** 606 **City Employee to Administer Pension Plans** 607

608 Mr. Drury said the Fire and Police Pension Boards have gone out for proposals to hire an administrator.
609 Prior to hiring the administrator, they have asked if the City would like to take that duty on by
610 designating a staff person to handle the responsibility. Mr. Drury said pension law and the management
611 of pensions has changed in the last five years and it has become complicated and has profound effects
612 on those who have retired. He said it is his opinion that the city should not be assigning city staff
613 members to manage pensions and that the Pension Boards need to hire a professional, a bonded and
614 insured and educated manager so that none of the employees ever feel that their pensions are being
615 mismanaged.
616

617 Mayor Wolfe concurred. Attorney Williams said it is liability issue as well.
618

619 **MOTION**

620
621 **Kirby Smith moved to not accept the invitation of having staff manage their pensions, seconded**
622 **by Bob Grenier. The motion carried unanimously 4-0.**
623

624 **XI. OLD BUSINESS**

625 **Caroline Street Landscaping** 626

627 Vice Mayor Pfister asked for an update on the Caroline Street landscaping.
628

629 Mr. Drury said that Council approved the financing of the \$450,000 so that will come back to
630 Council for approval on which firm gets to issue the debt. Ms. Pfister asked for the timeline. Mr.
631 Drury estimated 150 days from financing approval, to approval of the bid and mobilization of the

632 contractor.

633

634 **Chamber of Commerce**

635 Vice Mayor Pfister said she had previously agreed with holding back the funds from the
636 Chamber. She said they are looking for a director and she thinks they expected the funding.
637 She said she is now not so sure the Chamber needs to be open on the weekends and that in
638 other cities they have a Welcome Center or Visitor's Center. She said she would like to revisit
639 the issue and let them head up a Welcome Center or Visitor Center. She said she wants to have
640 a good relationship with the Chamber and re-consider giving them the funds. She requested to
641 have it back on the agenda along with information on having a Welcome Center.

642

643 Mr. Drury summarized the status. As it stands today there is \$7500 budgeted earmarked for the
644 Chamber. Council has voted to hold off providing that funding until it receives a plan from the
645 Chamber on how it will do some coverage on the weekend; i.e. run a welcoming center on the
646 weekend. The Chamber has advertised for a new Executive Director. The Chairman of the
647 Chamber Board has communicated that they would like to have their new Executive Director
648 develop a plan to run a welcoming center for Council's consideration with a plan to be open on
649 weekends as requested, so that the \$7500 can be released. Discussion followed with the
650 conclusion that it would most likely be March or April before the plan would be provided to
651 Council.

652

653 Councilmember Grenier said he agreed with Council as far as scheduling and coming up with a
654 plan but he was against withholding the \$7500. He said he had seen two visitor centers in
655 historic train stations while on vacation.

656

657 **Consensus to put the matter on the next Council agenda.**

658

659 **Wooton Park West End**

660 Councilmember Smith asked the status of this project and requested an update at the next
661 Council meeting on true actual dates: when construction will start, and when the citizens will be
662 able to use the property.

663

664 **XII. NEW BUSINESS**

665

666 **XIII. AUDIENCE TO BE HEARD**

667 **Betty Burleigh, 214 North New Hampshire Avenue**

668

669 Ms. Burleigh said the Clerk's Building that was just demolished was the original Bank of Tavares. She
670 showed historic photographs from 1960. Ms. Burleigh said in 1913 a branch of the Citizen's Bank of
671 Eustis with a capital of \$15,000 was reorganized in 1925 with a capital of \$50,000. In 1961 the building
672 next to the Bank of Tavares was torn down for the expansion and they had a drive up window. It then
673 became the Flagship Bank, later First Union Bank and then the County Clerk's Record Center. She
674 said in 2004 Tavares staff member Jamie McFadden requested pictures of H.H. Duncan, St. Clair
675 Abrams and the train station, and the Historical Society provided pictures that were used for the mural
676 on the Rockingham side. She wished everyone a Merry Christmas and Happy New Year.

677

678 **XIV. REPORTS**

679 **Tab 18) City Administrator**

John Drury

680
681 Mr. Drury said the Finance Director's father passed away recently and the City's thoughts and prayers
682 are with her. He said Mr. Thompson will be on medical leave and he will standing in as the Acting Public
683 Works Director during Mr. Thompson's absence. He also commended Ms. Wood for stepping in for the
684 Finance Director. He said there is a soccer event at the end of December. He said there will be one
685 meeting in January – the third Wednesday, January 20th.

686
687 The department heads wished everyone a Merry Christmas and Happy New Year.

688
689 City Attorney

690
691 Attorney Williams provided an update on the Three Lakes Project. He said the bonding company is going
692 to do a takeover agreement at their cost to finish the job. They plan to hire Utility Technicians. He said the
693 residents have been very patient but it will take a few more months.

694
695 **Tab 19) Council Reports**

City Councilmembers

696
697 **Vice Mayor Pfister** – Commented that the Tavares Square demolition project is looking very nice. She
698 said she appreciated the historical pictures brought in by Ms. Burleigh.

699
700 **Councilmember Grenier**- said he had a great time at the Christmas party at the pavilion.
701 Last week he attended the Tavares Theater which had a reception for the playwrights who wrote
702 *Christmas Bells* a current production of the theater. Mr. Drury added that he thought it was also a historic
703 event for the City being the first Tavares theater group and he had provided programs to the Historical
704 Society signed by the authors.

705
706 Councilmember Grenier said that on this day December 16, 1944 was the beginning of the Battle of the
707 Bulge in World War II. He said he will be interviewing two WW II veterans tomorrow in Inverness.

708
709 **Councilmember Smith**

710
711 Extended condolences to Lori Houghton and get well wishes to Chris Thompson.

712
713 Noted today is “National Chocolate Covered Anything Day” and also that on this day in 1773 was the
714 Boston Tea Party that incited the American Revolution.

715
716 **Mayor Wolfe**

717
718 Thanked Ms. Rogers and her staff and other departments for doing a great job at the Christmas event.
719 He wished everyone a Merry Christmas and Happy New Year.

720
721 **ADJOURNMENT**

722 There was no other business and the meeting was adjourned at 6:31 p.m.

723
724 Respectfully submitted,

725
726 Nancy A. Barnett, MMC
727 City Clerk