

**MINUTES  
TAVARES CITY COUNCIL**

**January 20, 2016  
4:00 P.M.**

**TAVARES CITY HALL COUNCIL CHAMBERS**

**COUNCILMEMBERS PRESENT**

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

**ABSENT**

**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  
Tammey Rogers, Community Services  
Director  
Richard Keith, Fire Department  
Jacques Skutt, Director of Community  
Development  
Stoney Lubins, Police Chief

**I. INVOCATION**

**Pastor Sandy Gamble  
Church of God of Prophecy**

Pastor Sandy Gamble gave the invocation and led those present in the Pledge of Allegiance.

**II. CALL TO ORDER**

**Mayor Wolfe**

**III. APPROVAL OF AGENDA**

**Mayor Wolfe**

Mayor Wolfe asked if staff had changes to the agenda. Mayor Wolfe suggested moving Tab 12 to Tab 7A, in order to present together.

**MOTION**

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

**IV. APPROVAL OF MINUTES**

**Tab 1) Approval of Minutes for December 2 & December 16, 2015      Mayor Wolfe**

**MOTION**

Kirby Smith moved to approve the minutes of December 2 and 15, 2015, seconded by Bob Grenier. The motion carried unanimously 5-0.

**V. PROCLAMATIONS/PRESENTATIONS**

**Tab 2) Presentation to Michael Welch for Eagle Scout Service Project at the Tavares Nature Park** Mayor Wolfe

Mayor Wolfe presented a Certificate of Commendation to Michael Welch for the nature signs he developed and constructed for the Tavares Nature Park as part of his Eagle Scout project requirements.

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

None.

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

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

**ORDINANCE 2016-01**

**AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 9.97 ACRES LOCATED ON THE SOUTH SIDE OF WOODLEA ROAD AND MORE ACCURATELY DESCRIBED WITHIN THIS ORDINANCE; REZONING SAID PROPERTY FROM LAKE COUNTY AGRICULTURE DISTRICT (A) TO CITY OF TAVARES PUBLIC FACILITIES DISTRICT (PFD); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.**

**ORDINANCE 2016-02**

**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 9.97 ACRES OF PROPERTY GENERALLY LOCATED SOUTH OF WOODLEA ROAD AND MORE ACCURATELY DESCRIBED IN THIS ORDINANCE; FROM LAKE COUNTY URBAN LOW TO CITY OF TAVARES PUBLIC FACILITY / INSTITUTIONAL (PUB); PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.**

**ORDINANCE 2015-25**

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

**RESOLUTION 2016-02**

**A RESOLUTION OF CITY OF TAVARES, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION FOR CONSTRUCTION RELATED ACTIVITIES FOR THE STORMWATER IMPROVEMENTS IN THE DOWNTOWN COMMUNITY REDEVELOPMENT AREA (CRA); AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.**

**VIII. CONSENT AGENDA**

**Tab 3) Application for Justice Assistant Grant for Special Equipment**

**Stoney Lubins**

Mayor Wolfe asked if anyone in the audience wished to oppose this item.

**MOTION**

**Lori Pfister moved to approve the Consent Agenda [Application for Justice Assistant Grant for Special Equipment}, seconded by Bob Grenier. The motion carried unanimously 5-0.**

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

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

**First Reading**

**Tab 4) Ordinance #2016-01 – Annexation & Rezoning of Vacant Property – 9.9672 Acres, South of Woodlea, West of SR 19 For Public School**

**Jacques Skutt**

**Tab 5) Ordinance #2016-02 – Small Scale Future Land Use  
Amendment – 9.9672 Acres, South of Woodlea,  
West of SR 19 for Public School**

**Jacques Skutt**

**Second Reading**

**Tab 6) Ordinance #2015-25 – Amendment to Economic Incentives  
In Land Development Regulations – Deferral of Impact Fees  
For Large Multi-Family Rental Developments**

**Bob Tweedie**

Mr. Tweedie reported that this item was previously presented to Council on November 18. At that time Council directed staff to prepare a draft ordinance. This resulted from a request by Cagan Management Group for an impact fee deferral for a large scale multi-family apartment complex off Huffstetler Drive.

The ordinance encompasses a deferral that will be applicable to 100 unit or larger multifamily rental dwellings. It will require building permits to be issued simultaneously to qualify. Up front 50% payment of all impact fees at the time of building permit issuance will be required. The balance of the fees would be payable within a 24 month period. Applicable current federal interest rates will be applied to the balance and the developer would be required to post an irrevocable letter of credit to the city.

Mayor Wolfe invited Brian Cagan to speak. Mr. Cagan thanked Council and staff for their time and assistance in this matter and offered to answer any questions.

**MOTION**

**Kirby Smith moved to approve Ordinance #2015-25, seconded by Bob Grenier. The motion carried unanimously 5-0.**

**RESOLUTIONS**

**Tab 7) Resolution #2016-02 – FDEP State Revolving Fund -  
Stormwater Project Application**

**Lori Houghton**

**Tab 7A) Amendment to FDEP Grant S0568**

Ms. Houghton advised the resolution is to apply to FDEP for Point Source Water Pollution Control for State Revolving Loan funds in the amount of \$4,831,487 which includes capitalized interest and loan service fees. The estimated interest rate is 1.15%. This is for the Downtown Stormwater project. There are currently three grants for the project that will offset the cost of the loan. The loan is for the full amount of the project. In addition to the resolution, there is an amendment to the DEP grant S0568 which extends the termination date of the grant.

Councilmember Smith discussed the presentation made by the city's water and sewer fees consultant who had reviewed the funding and noted this has been covered by the water and sewer rates.

**MOTION**

**Lori Pfister moved to approve Resolution #2016-02 authorizing the application and execution of a loan in the amount of \$4,831,487 from the State of Florida Department of Environmental Protection Revolving Loan program and to approve the amendment of the DEP Grant S5068 to extend the agreement and to modify the project task timelines as indicated, and to authorize the City Administrator to execute the amended documents. The motion was seconded by Bob Grenier. The motion carried unanimously 5-0.**

## **X. GENERAL GOVERNMENT**

### **Tab 8) Chamber of Commerce Follow Up Discussion & Information**

**John Drury**

Mr. Drury stated that previously Council had asked for an opportunity to discuss the current funding situation and the \$7500 earmarked for the Chamber and some additional information on the difference between Chambers, Welcoming Centers, and Visitors Centers. He said he had provided definitions for those functions and that each one has a different mission. He said the Chamber is planning to open up on the weekends but have indicated that they would like to hire their Executive Director first and once that person is hired, he or she will develop a plan for being open on the weekends and will present that plan to the City Council. Council also asked that the issue be brought back on whether or not the \$7500 should continue to be held.

Mr. Drury noted the Chamber President and Board members were present.

Mayor Wolfe spoke in support of releasing the funds. Vice Mayor Pfister and Councilmember Grenier agreed.

Councilmember Smith said he is the Chamber of Commerce liaison. He said the reason the funds were held back was to have them be open on Saturdays for 6 hours a day. He said this is the citizens' money.

Councilmember Johnson asked if it was going to be a Welcoming Center and was the Chamber planning to change their vision.

Chamber President Janet Noack said the Chamber is trying to put together a plan of action in order to move forward and become better partners with the City. She asked the Vice President Davis Talmage to give an update as to the status of the focus group. This group was put together to review resumes and to also discuss the issues of a Welcome Center and a Visitors Center.

Mr. Talmage said the Chamber has a presentation but will provide that a future meeting. He said one question was the vision and mission of the Chamber. He said they are making an effort to laser focus the Chamber in order to take on some other initiatives such as a Visitors Center. He said they are developing a business plan, brand, and image which is to be one and the same with the City; i.e. to promote the City's values, economic development, to partner with large corporations within the City, and to develop a new relationship which could open up possible funding opportunities. He said they are still accepting resumes and then will offer an opportunity to meet the candidates.

Mr. Talmage said the funding is important to assist in recruiting the right kind of candidate and

he requested that Council reconsider providing that now and then possibly look at some alternatives moving forward.

Councilmember Smith asked the Chamber to guarantee that this year the Chamber will be open on Saturdays with a director to support the citizens. Mr. Talmage said the Chamber will be open March 2<sup>nd</sup> whether or not the director is ready and from that Saturday on it will be open.

Councilmember Smith offered his assistance. Vice Mayor Pfister asked if the Chamber also had in its plans a Visitors Center. Mr. Talmage said that is the Chamber's plan but for their first step is to focus on the City and from there to look at taking on another endeavor. Vice Mayor Pfister said although she thinks it is important to be open on Saturdays, after doing her homework she has begun to understand that it is not the responsibility of the Chamber to be a Visitors' Center and in some cities the Chamber is not both but in some cities they do provide the additional responsibility. She said the money was to be given for the Chamber's operations and now the City is asking the Chamber to be a Visitors Center. Councilmember Smith said after hearing Mr. Talmage's presentation he is in agreement with releasing the funds.

### **MOTION**

**Lori Pfister moved to release the \$7500 to the Chamber immediately, seconded by Bob Grenier. The motion carried unanimously 5-0.**

Mr. Talmage requested to be on the agenda at the next Council meeting to give an update. Ms. Noack thanked Council for their approval of the request.

#### **Tab 9) Approval of Library Board Appointments**

**Mayor Wolfe**

Mayor Wolfe recommended the appointment of Ms. Sheppard to fill the mid-term vacancy until June 2016; reappointment Linda Clutts from 2015-2017; and David Clutts to the MPO Citizens Advisory Committee for another three year term.

**Consensus to ratify the Mayor's appointments 5-0.**

#### **Tab 10) Library Youth Services Aide Position**

**Tammy Rogers**

Ms. Rogers said this is a proposal to upgrade the existing part-time Youth Services Specialist to a full time position. In years past there was a full time and part time youth position and over time through attrition, those positions became reduced to a 25 hour per week employee. The current specialist has resigned from the city due to a family move. In addition another full time employee will be retiring in February. The proposal is to upgrade the Youth Service position by using the difference in the long term employee's salary. The Library Budget would contribute the difference of \$1,800 to cover additional hours and the benefits.

Vice Mayor Pfister said she is in support of this proposal as she has been happy to see the number of youth in the library recently.

Councilmember Smith he has also observed the youth using the library and he is in support.

## **MOTION**

**Kirby Smith moved to approve the plan to make the part-time position, a full-time position, seconded by Bob Grenier. The motion carried unanimously 5-0.**

### **Tab 11) Update on Wooton Park Improvements Project**

**Bob Tweedie**

Mr. Tweedie stated this is in response to a request by Council at the December 16<sup>th</sup> meeting. He said the project consists of two components: 1) a base project which is construction of a parking lot and entrance road, boat ramps, open area and some park amenities; and 2) the Tav-Lee Trail extension. Each of these two components are funded by different sources. The base project utilizes city funding through bond funding and some Lake County Tourism Development capital project grant funds and the second component involves FDOT Local Area Program funding.

Mr. Tweedie said that Rick Baldocchi was present from AVCON (the project manager) to address Council. Mr. Baldocchi stated the project was split into two components primarily because of the funding. Through application to the DOT the city was able to get the expansion of the trail, the relocation of the trail, the restrooms and some of the utilities into a Local Agency Project grant. The first project should be ready to go out to bid shortly with the gazebo and fishing pier as bid alternates. The second project, which is primarily the trail and the restroom, will follow on in a separate project funded by DOT which will be available July 1, 2016.

Councilmember Smith asked if once the bid is received and the contractor is accepted what would be the timeline to complete the project. Mr. Baldocchi said the estimate is about 150 days for the first phase and the trail project would be about 120 days with a 30 day lead time for shop drawings on the restroom.

Mayor Wolfe requested that consideration be made of building zip lines in the park noting it would be a unique feature. Councilmember Smith expressed caution regarding the cost implications and possible interference with seaplanes. Vice Mayor Pfister said she would like to receive further information.

Mr. Baldocchi noted the current master plan shows it as being planned for open space but that he would be happy to provide further information. Mr. Drury said staff could look into the value of zip lines. He asked if there was a councilmember who would like to participate on a Horizon Team to review the entertainment value of a zip line in the downtown. Once it has been workshopped with staff, a presentation could come back to Council with costs, both operational and capital, and the return on the economic impact.

Mayor Wolfe volunteered to participate on the Horizon Team.

Mr. Drury summarized the update by stating that within the next three months, Council should receive the award of the contract for approval.

### **Tab 12) Amendment to FDEP Grant SO568 to Extend Grant Period for Stormwater Improvements (moved to Tab 7A)**

**Lori Houghton**

### **Tab 13) Tavares Square – “Step into the Limelight”- Public Art Project**

**Tammy Rogers**

Ms. Rogers said while doing research into public art projects she had come upon the “Limelight Project” which is a spot light trained on the ground somewhere in the downtown to encourage passersby to perform in the spotlight. Staff is requesting support for this project. Ms. Rogers said there are only 13 other cities in the world who have a Limelight project and Tavares would be the 14<sup>th</sup>. Staff have identified a location and power source which is across the street on the new Tavares Square property project.

Mr. Drury said he believed this would further the Entertainment District.

Vice Mayor Pfister spoke in support. Councilmember Smith spoke in support noting it should not be an expensive venture and he would want to see an explanation of the project at the site. He said if it is successful it could be moved to another location when the Tavares Square is constructed.

### **MOTION**

**Lori Pfister moved to support the project [fiscal impact \$3000.00 from TIF and \$500 from art show budget], seconded Bob Grenier. The motion carried unanimously 5-0.**

### **Tab 14) Update on Annual Community Black Tie Gala**

**Tammy Rogers**

Ms. Rogers showed the invitation to the Black Tie Gala which is on a Beatles music CD, the theme music for the event. She listed some of the menu items: “Let it Be Sliders”; “Strawberry Fields Shortcake”, etc.

Ms. Rogers said she had received a call from a lady in Brevard County who had attended a city event and subsequently contacted her to buy two tickets for the Gala event.

### **XI. OLD BUSINESS**

### **XII. NEW BUSINESS**

Councilmember Johnson requested Council support to agendize a vote for the removal of Councilmember Robert Wolfe as mayor. She said she has brought this up because of recent publicity about Mr. Wolfe’s personal situation which she felt was adverse publicity for the City. She said it is not meant to be personal but she is concerned and believes that the citizens need reassurance of the City’s core values.

Discussion followed. No action was taken.

### **XIII. AUDIENCE TO BE HEARD**

**Betty Burleigh, 214 N. New Hampshire**

Ms. Burleigh stated in 1957 in the Tavares Citizen the headlines read “Tavares Ranks 5<sup>th</sup>.” The article stated:

*“Tavares ranks 5<sup>th</sup> among the towns in Lake County in growth and development. Tavares had \$895,000 worth of new buildings repairs and remodeling reported by Ken Sears, President of the Tavares Chamber of Commerce and Realtors CB Treadway and Herman Dykes. Groves*

*and farmland sales totaled \$1,400,000; other real estate transactions were \$921,000 for a total of \$2,321,000. CL Lanier project adjoining Banning Beach, one of the next important developments in the area involves \$1,000,000.”*

Councilmember Smith stated that \$950,000 in 1957 would be worth \$7,485,277 today.

### **Vance Joachim**

Ms. Joachim said he wanted to provide an update on Three Palms Mobile Home Park that Council approved for land use and zoning changes in December. He said he met with 15 of the residents. He discussed investigation files that he said exist regarding the owner.

Mr. Joachim discussed the owner, the state relocation program, and that he would be proposing a number of changes for mobile home parks to the legislature. He advised that the City should research the background of any future applicants.

Mayor Wolfe thanked Mr. Joachim for the information.

## **XIV. REPORTS**

### **Tab 15) City Administrator**

**John Drury**

Mr. Drury noted Babe Ruth softball registration will be starting and the Senior Shakedown is going strong. In addition the Father-Daughter Dance will be held at the pavilion. He reminded Council of the MPO annual dinner on January 27<sup>th</sup>.

### **Utilities Director**

Mr. Hayes said a pre-bid was held yesterday on the stormwater project; seven large contracting companies sent representatives. The goal is to recommend an aware of bid at the second meeting in March.

### **Community Services Director**

Ms. Rogers thanked Council for their support. She said there will be a kick off for the African American Heritage Festival on February 5<sup>th</sup> starting at 6:00 p.m. with a gospel choir performing from 6 to 7:00 and from 7:00 to 8:30 there will be a local jazz band.

**City Attorney** - Attorney Williams spoke in support of the Limelight project.

### **Tab 16) Council Reports**

**City Councilmembers**

### **Vice Mayor Pfister**

Vice Mayor Pfister expressed her support of the Senior Shakedown and invited others to attend. She noted the Tavares resident Jack King had passed away recently. She said he was a wonderful gentleman and a good Tavaresan.

### **Councilmember Grenier**

- Noted that Robert E. Lee's birthday was February 1<sup>st</sup>

- Commended the department who pressure washed the cemetery walls (Perry Ragan, Parks Department)
- Noted he had been invited on January 7<sup>th</sup> to the Polk County History Center as they were doing an exhibit opening for Spessard L. Holland, the Governor of Florida [1941-1945]. He spoke about meeting Governor Holland's daughter who told him she has heard about the events in Tavares.
- He said there is a bill going to the State to ban the Confederate flag from public spaces. He said he did not think the bill would go anywhere but two of the events listed in a sample letter to be sent to the legislature were the Battle of Olustee and Rifles, Rails and History and that if the bill were passed it would impact both events.
- Noted that former Library Director Beth Sindler passed away today.
- Spoke in favor of the public safety building project

### **Councilmember Smith**

- Councilmember Smith stated Jack King and his father were friends for a long time, and that Jack King was a member of the Highway Patrol and was a pilot. He said Jack King was a Tavares fixture and everyone knows the King building. He offered his condolences to the family.
- Stated on this day in 1945 Franklin D. Roosevelt was sworn in to office as the President for the 4<sup>th</sup> time (the last time presidents could serve more than two terms)
- Stated today is National Cheese Lovers Day

### **Mayor Wolfe**

- Mayor Wolfe stated that Jack King was a good man. He graduated from Tavares High School in 1945 and was a member of the football team that year that went undefeated and unscored upon. He said Mr. King had told him a story about having an 8 ft. alligator come into the machine shop that he pushed out with a broom. He said Mr. King will be missed.
- Babe Ruth: He said two years ago he had noticed that a lot of teams were without sponsors and he had been asked if he would sponsor a team with his business which he did. He challenged any of the business owners present to sponsor a team.

Scott Aldrich stated that the sponsorships are sent out in the spring to 30 businesses and that they will increase the mailings. He said the goal is to get every team sponsored. The cost of a sponsorship is \$325.00. He said the city could use the support of the Chamber in getting the letters out to the businesses.

### **ADJOURNMENT**

There was no further business and the meeting was adjourned at 5:22 p.m.

Respectfully submitted,

Nancy A. Barnett  
City Clerk