

1 TAVARES CITY COUNCIL
2 MINUTES

3
4 May 4, 2016
5 4:00 P.M.

6 TAVARES CITY HALL COUNCIL CHAMBERS

7
8 **COUNCILMEMBERS PRESENT**

ABSENT

9
10 Robert Wolfe, Mayor
11 Lori Pfister, Vice Mayor
12 Bob Grenier, Councilmember
13 Lisa Johnson, Councilmember

Kirby Smith, Councilmember

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15 **STAFF PRESENT**

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17 John Drury, City Administrator
18 Robert Q. Williams, City Attorney
19 Nancy A. Barnett, City Clerk
20 Lori Houghton, Finance Director
21 Lori Tucker, Human Resources Director
22 Richard Keith, Fire Department
23 Jacques Skutt, Director of Community Development
24 Stoney Lubins, Police Chief
25 Brad Hayes, Director of Utilities
26 Tammy Rogers, Director of Community Services
27 Bob Tweedie, Director of Economic Development

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30 **I. INVOCATION**

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32 Rick Fountain, Pastor, First Baptist Church, gave the invocation and led those present in
33 the Pledge of Allegiance.

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35 **II. CALL TO ORDER**

Mayor Wolfe

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37 Mayor Wolfe noted that if anyone in the audience wished to speak on any item they should
38 complete the request form and bring to the City Clerk.

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40 **III. APPROVAL OF AGENDA**

Mayor Wolfe

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42 Mayor Wolfe asked if staff had any changes to the agenda. Mr. Drury said there were none from
43 staff.

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45 **MOTION**

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47 Bob Grenier moved to approve the agenda, seconded by Lori Pfister. The motion carried
48 unanimously 4-0.

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IV. APPROVAL OF MINUTES

Tab 1) Approval of Minutes for April 6, 2016 Regular Council Meeting

MOTION

Lori Pfister moved to approve the minutes of April 6, 2016 as submitted, seconded by Bob Grenier. The motion carried unanimously 4-0.

V. PROCLAMATIONS/PRESENTATIONS

Tab 2) Presentation to Jim Wyker for Earle B. Phelps Award – Outstanding Wastewater Treatment Performance

Mayor Wolfe made a presentation to Jim Wyker. He stated the Florida Water Environment Association gives an award annually to recognize wastewater treatment facilities which have maintained the highest removal of major pollution causing constituents prior to discharging effluents. The Tavares wastewater facility won the award based on the 2015 criteria for the advanced secondary wastewater treatment plant category. He said Mr. Wyker has been instrumental in developing processes for removal of effluents resulting in improved quality of reclaim water for the city's residents.

Tab 3) Presentation to City Attorney

Mayor Wolfe read a plaque in recognition of the City Attorney, Robert Q. Williams, for being the longest serving attorney in the city's history (32 years). Attorney Williams thanked Council for this recognition.

Mr. Drury said he has worked with many attorneys over his 30 year career. He said it has been amazing to work with Attorney Williams. He has been instrumental in helping the city to get things done.

Tab 4) APWA Project of the Year Award

Mayor Wolfe presented an award to the Public Works Director, Chris Thompson, and his landscaping staff for the Hanging Basket project. Mr. Drury described the hanging plant project which involved installing drip lines up the poles to water live hanging plants. He commended the staff for coming up with the idea and bringing it forward.

Tab 5) J. Scott Berry, Tavares Chamber of Commerce

Mr. Berry said the event season is slowing down and there has been good cooperation from the community with new members being added every week. He said they are working hard on the 4th of July when they will provide the children's games. Mr. Drury thanked Mr. Berry for joining the Tavares team and for his assistance with recent events.

Tab 6) Historic Preservation Month – May 2016

Mayor Wolfe read a proclamation designating May as Historic Preservation Month. He said, in

97 addition, there is a program for celebrating local historic preservation called “This Place
98 Matters”, inviting the public to share places of interest in their locality.
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100 Councilmember Grenier discussed the National Trust’s theme of “This Place Matters.” He said
101 for the City of Tavares it goes beyond structures: the city has embraced the last few years the
102 idea that it is the community and the heritage of the city that matters. He said “This Place
103 Matters” means the City of Tavares.
104

105 Mayor Wolfe presented the proclamation to Ms. Betty Burleigh of the Tavares Historical Society
106 for their records.
107

108 **Tab 7) Public Works Week May 15-21, 2016**
109

110 Mayor Wolfe read a proclamation designating May 15-21 as National Public Works Week which
111 was presented to the Public Works Director and Public Utilities Director. Mayor Wolfe thanked
112 the staff for their work and responsiveness to the residents.
113

114 **Tab 8) Central Florida Letter Carriers “Stamp Out Hunger Food Drive” – May 14, 2016**
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116 Mayor Wolfe read a proclamation in support of May 14 as Stamp Out Hunger Food Drive Day.
117

118 **SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS**
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120 **VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**
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122 Ms. Barnett read the following ordinances by title only:
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124 **ORDINANCE 2016-11**
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126 **AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF**
127 **TAVARES BY ANNEXING APPROXIMATELY 9.46 ACRES OF LAND**
128 **GENERALLY LOCATED ON THE SOUTHEAST CORNER OF C.R. 448 AND**
129 **LAKE INDUSTRIAL BOULEVARD; REZONING THE PROPERTY FROM**
130 **COUNTY HEAVY INDUSTRIAL TO CITY INDUSTRIAL; SUBJECT TO THE**
131 **RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF**
132 **TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.**
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134 **ORDINANCE 2016-12**
135

136 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE**
137 **TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020,**
138 **PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON**
139 **APPROXIMATELY 9.46 ACRES OF LAND GENERALLY LOCATED ON THE**
140 **SOUTHEAST CORNER OF C.R. 448 AND LAKE INDUSTRIAL BOULEVARD;**
141 **FROM COUNTY INDUSTRIAL TO CITY INDUSTRIAL; PROVIDING FOR**
142 **SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND**
143 **PROVIDING FOR AN EFFECTIVE DATE.**
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ORDINANCE NO. 2016-23

AN ORDINANCE OF THE CITY OF TAVARES AMENDING CHAPTER 15, PENSIONS AND RETIREMENT, ARTICLE V, FIREFIGHTERS' PENSION TRUST FUND, OF THE CODE OF ORDINANCES OF THE CITY OF TAVARES; AMENDING SECTION 15-101, DEFINITIONS; AMENDING SECTION 15-102, MEMBERSHIP; AMENDING SECTION 15-104, FINANCES AND FUND MANAGEMENT; AMENDING SECTION 15-106, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 15-107, PRE-RETIREMENT DEATH; AMENDING SECTION 15-108, DISABILITY; AMENDING SECTION 15-110, OPTIONAL FORMS OF BENEFITS; AMENDING SECTION 15-115, MAXIMUM PENSION; AMENDING SECTION 15-116, MINIMUM DISTRIBUTION OF BENEFITS; AMENDING SECTION 15-127, PRIOR FIRE SERVICE; AMENDING SECTION 15-128, DEFERRED RETIREMENT OPTION PLAN; ADDING SECTION 15-130, SUPPLEMENTAL BENEFIT COMPONENT FOR SPECIAL BENEFITS; CHAPTER 175 SHARE ACCOUNTS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE.

VIII. CONSENT AGENDA

IX. ORDINANCES/RESOLUTIONS – PUBLIC HEARING

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

FIRST READING – Ordinances #2016-11, #2016-12 & #2016-23 Read for First Reading Only

SECONDING READING - None

X. GENERAL GOVERNMENT

Tab 12) – Update to the Downtown Master Plan

Mr. Skutt said the Community Development Department is working with Councilmember Johnson to update the downtown master plan. The plan is now 10 years old and needs to be updated periodically to match the changing community needs. Ms. McDonald, the new Planning Coordinator is spearheading this project. The agenda summary lists specific tasks that the Horizon Team is proposing to undertake. Staff is proposing another public visioning process and the major areas of study will be arts and cultural, attracting residents, and increasing residential opportunities in the downtown, historic preservation planning, infrastructure planning, and parking and parks. Staff believes this can be accomplished in-house in about 1 ½ years' time.

Mr. Drury added that he believed about 80% of the original plan's tasks have been completed and the various stakeholders will be invited as was done before.

MOTION

195 **Bob Grenier moved to approve Option 1 for the Community Development Department's**
196 **staff to begin an in-house update using the task outline, seconded by Lisa Johnson. The**
197 **motion carried unanimously 4-0.**

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199 **Tab 13) Food for Fines Program**
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201 Ms. Rogers presented the County Library's program. She said if someone has library fines that
202 exceed \$10.00 that card is frozen. The program will serve the purpose of supporting the local
203 food banks but also allow children and adults to check out reading material throughout the
204 summer. The program will run from May 16 to the 28th. For every food item brought in \$1.00 will
205 be removed from the fines.

206
207 **MOTION**
208

209 **Bob Grenier moved to approve the program, seconded by Lisa Johnson. The motion**
210 **carried unanimously 4-0.**
211

212 **Tab 14) Request for Funding for Rifles, Rails & History**
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214 Mr. Drury said this request was for \$2500 for this event. He said this event is a living history
215 encampment and is a three day event which takes guests back to the Civil War period. He said
216 this family friendly event has grown over the years and has a positive impact on the economy
217 for Tavares. He noted the historic Huntley submarine is brought to the event, which was one of
218 the first submarines during the Civil War era. He said it is unusual as an urban event and is a
219 good opportunity to expose people to history. He said there is currently monies available for an
220 event that was not held which was fireworks for the Dragonboat event.

221
222 **Denise Laratta, Royal Harbor**
223

224 Ms. Laratta said she agreed that it was a great event. She said in the budgeting process, what
225 was the process for organizations to request event funding. Mr. Drury said there are two
226 processes, one during the normal budgeting process to come forward and make requests; the
227 other is for the community grant program which opens up in January.

228
229 Ms. Laratta asked if a decision was made previously regarding the use of the Dragonboat
230 fireworks monies. Mr. Drury discussed the budget and the assumptions that are made a year
231 and a half in advance. He said the city has provided flexibility if the request is reasonable and
232 good for the economy. He said he will be recommending that the city fund this request.

233
234 Vice Mayor Pfister asked the amount that the city already puts towards the event and would in
235 kind services be an option. Mayor Wolfe noted the city provides portalets which is based on a
236 monetary credit from the vendor for a year. Mr. Tweedie said he did not have a total value of the
237 other services provided by the city.

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239 **MOTION**
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241 **Lori Pfister moved to approve the request for \$2500 for the Rifles, Rails & History event,**
242 **seconded by Bob Grenier. The motion carried unanimously 4-0.**

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Tab 15) West Main Gateway Horizon Team

Mr. Drury stated staff has developed a West End Gateway Horizon Project Team to develop options for Council consideration on developing a featured gateway at the intersection of West Main Street and SR 19. He said staff is looking for a councilmember who would like to join this team.

Councilmember Johnson said that had been one of her goals for Mr. Drury. She volunteered to be on the Horizon Team. **Consensus for Councilmember Johnson to participate on this Horizon Team.**

XI. OLD BUSINESS

XII. NEW BUSINESS

XIII. AUDIENCE TO BE HEARD

Betty Burleigh, 214 N. Hampshire Avenue, reported that on May 10, 1986 the headlines were “Tavares and Mt. Dora Councils put County on notice to keep 911 dispatch on a local level.” She said Tavares native and a 2006 high school graduate Natalie Rodriguez was selected as Junior Sailor of the Quarter by Commander of the Navy Region, Mid Atlantic in Norfolk, VA.

Vance Joachim, Tavares

Mr. Joachim said congratulations on the City’s entry signs. He said he wished also to give an update on Three Palms Mobile Home Park. Discussed various issues regarding the owner and residents of the park.

Mayor Wolfe asked Attorney Williams if this is a civil matter. Attorney Williams said this is not an issue for the city at the present time unless Council would like to receive it for information.

Mr. Joachim said he wants to provide the information in order that the governments may vet applicants in the future. He said there does not appear to be a place where the residents can go for help.

XIV. REPORTS

Tab 14) City Administrator – Noted the meetings coming up on his report.

Public Works Director

Mr. Thompson expressed his appreciation to his staff for the award and especially that it came from ground zero. He said there will be a Public Works Expo on May 14th from 10:00 am to 2:00 p.m. at Wooton Park. He invited all to attend.

Community Services Director

291 Ms. Rogers reported that tomorrow night is the first Mother-Son Night Out for the Pavilion noting
292 Valerie Madsen had been instrumental in planning the event.
293

294 Ms. Rogers thanked Council for supporting the Step into the Limelight Event, May 13 at 7:00
295 p.m. and said there several people signed up to participate.
296

297 **Finance Director**
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299 Mr. Houghton wished Happy Mother’s Day to Vice Mayor Pfister and Councilmember Johnson.
300

301 **City Attorney**
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303 Attorney Williams thanked Ms. Burleigh for bringing up his tenure with the City and said he was
304 very humbled by the award.
305

306 **Tab 15) Council Reports**
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308 **Vice Mayor Pfister**
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310 **Councilmember Grenier**
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312 Councilmember Grenier said he was pleased with the proclamations and recognitions.
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314 He recognized Don Campbell and Luis Pena a co-worker from Disney who were in attendance.
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316 Councilmember Grenier said on July 4th his 7th book about WW II veterans, will be released. He
317 said he had been given complimentary copies that he could show to anyone interested.
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319 **Councilmember Johnson**
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321 Councilmember Johnson said she was pleased about the health benefits credit being offered to
322 the employees. She noted she would be providing lime flavored smoothies at the Limelight
323 event.
324

325 **Mayor Wolfe**
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327 Mayor Wolfe discussed the recently held Planes, Trains & BBQ event and invited everyone to
328 attend the next year’s event. He wished the mothers who were present Happy Mothers’ Day.
329

330 **ADJOURNMENT**
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332 There was no further business and the meeting was adjourned at 5:07 p.m.
333

334 Respectfully submitted,
335

336 Nancy A. Barnett, MMC
337 City Clerk