

1 TAVARES CITY COUNCIL
2 MINUTES

3
4 June 1, 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
14 Kirby Smith, Councilmember
15

16 **STAFF PRESENT**

17
18 Lori Houghton, Acting City Administrator
19 Robert Q. Williams, City Attorney
20 Nancy A. Barnett, City Clerk
21 Lori Houghton, Finance Director
22 Lori Tucker, Human Resources Director
23 Richard Keith, Fire Department
24 Jacques Skutt, Director of Community Development
25 Stoney Lubins, Police Chief
26 Brad Hayes, Director of Utilities
27 Chris Thompson, Director of Public Works
28
29

30 **I. INVOCATION**

31
32 Eric Filkin, Pastor, Bridges Covenant Church, gave the invocation and led those present
33 in the Pledge of Allegiance.
34

35 **II. CALL TO ORDER**

Mayor Wolfe

36
37 **III. APPROVAL OF AGENDA**

Mayor Wolfe

38
39 Mayor Wolfe asked if staff had any changes to the agenda. Ms. Houghton said that the Lake
40 County Transit presentation would be rescheduled for the next Council Meeting.
41

42 Mayor Wolfe advised those present to complete the form if they wished to speak on an item on
43 the agenda and bring to City Clerk.
44

45 Mayor Wolfe asked if staff had any changes. Ms. Houghton responded that there are two
46 changes: The first is that Lake County Transit Division have asked to have their presentation
47 rescheduled and the Chamber of Commerce Interim Director has asked to give an update.
48

49 **MOTION**

50

51 **Kirby Smith moved to approve the agenda with the said changes and placing the**
52 **Chamber as Tab 3A, seconded by Lori Pfister. The motion carried unanimously 5-0.**

53

54 **IV. APPROVAL OF MINUTES**

55

56 **Tab 1) Approval of Minutes for April 20, 2016 Regular Council Meeting; May 4, 2016 and**
57 **May 18, 2016**

58

59 **MOTION**

60

61 **Kirby Smith moved to approve the minutes of April 20, May 4th and May 18th 2016 as**
62 **submitted, seconded by Bob Grenier. The motion carried unanimously 5-0.**

63

64 **V.PROCLAMATIONS/PRESENTATIONS**

65

66 **Tab 2) Presentation by Alexander Netwal**

67

68 Vice Mayor Pfister stated that she would contact Mr. Netwal regarding rescheduling his
69 presentation.

70

71 **Tab 3) Presentation by Lake County Transit – to be rescheduled**

72

73 **Tab 3A) Update by Interim Executive Director – Tavares Chamber of Commerce**

74

75 Mr. J. Scott Berry gave the following update:

76

- 77 • He will be attending the Florida Chamber Foundation, “Learners to Earners” Education
78 Summit in Orlando in conjunction with an awards presentation by the Florida
79 Commissioner of Education. The Commissioner will be presenting the Business
80 Partnership of the Year to Tavares for the Lake County District. He will represent the
81 City in receiving the award.
- 82 • Three monthly activities in June: Networking lunch June 14th at Puddle Jumpers;
83 Business After Hours June 21st at Caldwell Banker/Camelot Realty; and the monthly
84 business luncheon will be June 22nd at the Civic Center.
- 85 • He has started a weekly email every Friday that is called “What’s Going on in Tavares”
86 which lists all of the Chamber activities and includes the City events.
- 87 • The Chamber runs the Kids Zone at July 4th Event (Bounce House, etc.) and has been
88 selling tickets at \$10.00. This year he has obtained enough sponsorships to make it free
89 to children.
- 90 • The monthly Chamber business meeting is tomorrow at 8:00 a.m. and they welcome
91 anyone who wishes to attend and speak to the Board.

92

93 Councilmember Smith asked about the Saturday openings. Mr. Berry said the openings are
94 going well; some Saturdays if there is not an event the traffic is fairly low. He said within the next
95 few months they hope to hire a staff person to work the Saturdays and in the meantime would
96 welcome volunteers.

97
98 Mayor Wolfe expressed his appreciation to Mr. Berry for being willing to attend the event in
99 Orlando on behalf of the city.

100
101 **SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS**

102
103 Attorney Williams said there were no quasi-judicial hearings that would be discussed at this
104 meeting.

105
106 **VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

107
108 Ms. Barnett read the following ordinances by title only:

109
110 **ORDINANCE 2016-13**

111
112 **AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE**
113 **BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 5.28 ACRES**
114 **OF PROPERTY GENERALLY LOCATED ON THE NORTHWEST**
115 **INTERSECTION OF S.R. 19 AND SLIM HAYWOOD; REZONING SAID**
116 **PROPERTY FROM LAKE COUNTY AGRICULTURAL (A) TO CITY OF**
117 **TAVARES HIGHWAY COMMERCIAL (C-2); SUBJECT TO THE RULES,**
118 **REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES**
119 **COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN**
120 **EFFECTIVE DATE.**

121
122 **ORDINANCE 2016-14**

123
124 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE**
125 **TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020,**
126 **PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON**
127 **APPROXIMATELY 5.28 ACRES OF LAND GENERALLY LOCATED ON THE**
128 **NORTHWEST INTERSECTION OF S.R. 19 AND SLIM HAYWOOD AVENUE**
129 **FROM COUNTY URBAN MEDIUM DENSITY TO CITY COMMERCIAL;**
130 **PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR**
131 **TRANSMITTAL; PROVIDING FOR AN EFFECTIVE DATE.**

132
133 **ORDINANCE 2016-15**

134
135 **AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE**
136 **BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 9.8 ACRES**
137 **LOCATED ON THE NORTH SIDE OF SLIM HAYWOOD AVENUE**
138 **APROXIMATELY 800 FEET WEST OF THE INTERSECTION OF S.R. 19 AND**
139 **SLIM HAYWOOD AVENUE FROM LAKE COUNTY AGRICULTURAL (A) TO**
140 **CITY OF TAVARES MIXED USE (MU); SUBJECT TO THE RULES,**
141 **REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES**
142 **COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN**
143 **EFFECTIVE DATE.**

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ORDINANCE 2016-16

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 9.8 ACRES OF LAND GENERALLY LOCATED ON THE NORTH SIDE OF SLIM HAYWOOD AVENUE APPROXIMATELY 800 FEET WEST OF THE INTERSECTION OF S.R. 19 AND SLIM HAYWOOD AVENUE; FROM COUNTY URBAN LOW DENSITY TO CITY MIXED USE COMMERCIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2016-17

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 36 ACRES OF LAND CENTRALLY LOCATED APPROXIMATELY 600 FEET NORTH OF SLIM HAYWOOD AVENUE AND 1600 FEET WEST OF S.R. 19, REZONING SAID PROPERTY FROM LAKE COUNTY AGRICULTURAL (A) TO CITY OF TAVARES MIXED USE (MU); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2016-19

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 14.18 ACRES OF LAND GENERALLY LOCATED AT THE SOUTHWEST INTERSECTION OF S.R. 19 AND CAMP ROAD; REZONING SAID PROPERTY FROM LAKE COUNTY AGRICULTURAL (A) TO CITY OF TAVARES HIGHWAY COMMERCIAL (C-2); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2016-21

AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, REZONING APPROXIMATELY .27 ACRES GENERALLY LOCATED ON THE NORTHWEST CORNER OF DORA AVENUE AND SOUTH MOUNT HOMER ROAD; FROM RSF-1 (RESIDENTIAL SINGLE FAMILY) TO PD (PLANNED DEVELOPMENT); SUBJECT TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.

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ORDINANCE 2016-22

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 .27 ACRES GENERALLY LOCATED ON THE NORTHWEST CORNER OF DORA AVENUE AND SOUTH MOUNT HOMER ROAD; FROM LOW DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

RESOLUTION 2016-08

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE 2016 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES, REPRESENTING THE SECOND AMENDMENT TO THE ADOPTED BUDGET, AND PROVIDING FOR A REPEALER, SEVERABILITY AND 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 – Tabs 4-11 read for first reading only

SECOND READING - none

Tab 12) Resolution #2016-08-Budget Amendments for Fiscal Year 2015-2016

Ms. Houghton stated this was the [second] amendment for Fiscal Year 2015-2016. It represents increases or decreases to the adopted budget. Appropriation increases represent capital projects, prior year project encumbrance, roll-overs and also reflects any transfers between budgetary line items.

Ms. Houghton stated that the resolution states that the new budget amount for all city funds will be reflected as \$40,328,077.

MOTION

Lori Pfister moved to approve Resolution #2016-08, seconded by Bob Grenier. The motion carried unanimously 5-0.

240 **X. GENERAL GOVERNMENT**

241
242 **Tab 13) Award of Bid and Authorization to Enter into Contract to build Volley Ball Courts**
243 **in Wooton Park West**

244
245 Mr. Rumble said this item was to approve the work authorization for Sand Court Experts in the
246 amount of \$44,744.17 for the construction of two volleyball courts in Wooton Park.

247
248 Mr. Rumble gave the background noting there is currently a single sand court in the western
249 portion of Wooton Park constructed about three years ago. The Wooton Park West plan
250 approved by Council called for construction of two courts. The two bids initially submitted were
251 over budget and used the same subcontractor. Staff worked with the engineer to get the project
252 value engineered to within budget guidelines and negotiations were held directly with the
253 subcontractor. The subcontractor then submitted a reduced cost of \$44,244.17 for both courts.

254
255 Mr. Rumble noted the courts will provide guests of Tavares and the hotels a place for practice
256 and recreation and will have a positive economic impact. He added that the work has been
257 budgeted in the overall enhancements for Wooton Park.

258
259 Bob Grenier asked about stocking replacements nets and equipment. Mr. Rumble said that
260 would be included in the maintenance.

261
262 **MOTION**

263
264 **Kirby Smith moved to approve the bid to build the volleyball courts, seconded by Bob**
265 **Grenier. The motion carried unanimously 5-0.**

266
267 **Tab 14) – Appointments to Boards**

268
269 Mayor Wolfe recommended appointment to the following Boards:

270
271 **Library Board**

272
273 Reappointment of Charles Fox, Judy Eaton and June Sheppard for a two year term

274
275 **Planning & Zoning Board**

276
277 William Stomp, Norb Thomas and Roy Stevenson to the Planning & Zoning Board for a three
278 year term

279
280 **MOTION**

281
282 **Lori Pfister moved to approve the Mayor’s recommendations, seconded by Bob Grenier.**
283 **The motion carried unanimously 5-0.**

284
285

286 **Tab 15) Interlocal Agreement with Lake County for Distribution of Funds from Lake**
287 **County Impact Fee Trust Fund for Library Building Expansion**

288
289 Mr. Aldrich stated this agreement with the County is to accept the impact fees in the amount of
290 \$216,597 for design, engineering, and permitting which will be part of Phase 1 of the library
291 expansion. On April 21st the Lake County Advisory Board voted to recommend approval and
292 have requested that the city sign this agreement.

293
294 **MOTION**

295
296 **Lori Pfister moved to approve the Interlocal Agreement with Lake County for Distribution**
297 **of Funds from the Lake County Impact Fees Trust Fund for the Tavares library building**
298 **expansion, seconded by Bob Grenier. The motion carried unanimously 5-0.**

299
300 **Tab 16) Designation of Voting Delegate to the 90th Annual FL League of Cities Annual**
301 **Conference**

302
303 Ms. Houghton said this is a decision for City Council as to who will be attending the conference
304 and be the voting delegate.

305
306 Mayor Wolfe stated he would be willing to attend.

307
308 **Consensus for Mayor Wolfe to attend and to be the voting delegate.**

309
310 **Tab 17) – City Administrator Pay Adjustment**

311
312 Mayor Wolfe noted that each councilmember has conducted their individual performance
313 evaluation of the City Administrator and identified their goals for him to achieve over the next
314 year. In addition he stated each Councilmember has received a copy of the evaluations and the
315 employment contract of the City Administrator and current annual pay.

316
317 Councilmember Smith asked if the Mayor had held discussions with Mr. Drury. Mayor Wolfe
318 responded that he had done so. Mayor Wolfe said that Mr. Drury had indicated a 5% increase
319 would be appropriate and asked that he bring that to Council.

320
321 Councilmember Smith said he wanted to see the budgeted amount for the other employees first
322 and then go from there.

323
324 Vice Mayor Pfister said she thought Mr. Drury should be treated differently than an employee.

325
326 Mayor Wolfe noted that in other cities, the administrators have deputy city administrators. Vice
327 Mayor Pfister noted Mr. Drury is covering a lot of responsibilities.

328
329 Councilmember Smith asked to table this until the next meeting.

330
331

332 **MOTION**

333

334 **Kirby Smith moved to table this item until the next Council meeting, seconded by Bob**
335 **Grenier.**

336

337 **The motion carried unanimously 5-0.**

338

339 **XI. OLD BUSINESS**

340

341 **XII. NEW BUSINESS**

342

343 **XIII. AUDIENCE TO BE HEARD**

344

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

346

347 Ms. Burleigh discussed the history of the building where Ace Hardware was once located on
348 Main St. The business was founded in 1916 and was known as Tavares Garage. The new
349 building was built in 1923. The business was assumed by his son in 1943. He in turn sold the
350 business in 1964. In 1979 Tavares Hardware became affiliated with Ace Hardware. In February
351 of 2005 Ace Hardware moved to SR 19.

352

353 **Vance Joachim – Tavares resident**

354

355 Mr. Joachim stated he was a Viet Nam veteran. He said in 1868 during the Civil War, Memorial
356 Day was created to remember people who had not returned from war.

357

358 Mr. Joachim said he does open source research in order to look for trends and resources. He
359 then passed out a list of 45 communist goals published in the Congressional Record in 1963
360 that were written in 1957 by an author named Skousen.

361

362 **XIV. REPORTS**

363

364 **Tab 14) Acting City Administrator**

365

366 Ms. Houghton noted the list of events coming up in the agenda and noted the budget will be
367 presented at the next meeting.

368

369 **Public Works Director**

370

371 Mr. Thompson said the parking lot on the west side of City Hall will be paved starting tomorrow
372 morning.

373

374 **City Attorney**

375

376 **Tab 15) Council Reports**

377

378 **Vice Mayor Pfister**

379

380 **Councilmember Grenier**

381
382 Councilmember Grenier stated that the women of Tavares have always been the movers and
383 shakers in the history of Tavares. He noted that Effie Treadway was born on this day in 1890.
384 He said Ms. Treadway served on City Council of the Town of Tavares for two terms and also
385 served on the School Board as a trustee for 30 years. Treadway Elementary is named for Effie
386 Treadway.

387
388 **Councilmember Johnson**

389
390 **Councilmember Smith**

391
392 Councilmember Smith said today is "National Go Barefoot Day." He said on this day in 1774 the
393 British Government ordered the Port of Boston to be shut down which resulted in the road to
394 independence for U.S.

395
396 **Mayor Wolfe**

397
398 Mayor Wolfe advised that long term resident and owner of Palm Gardens Albert Buse, passed
399 away last Sunday. He said he was also a long term employee at the Lake County Courthouse.
400 He said Mr. Buse was a family friend.

401
402 **ADJOURNMENT**

403
404 There was no further business and the meeting was adjourned at 4:47 p.m.
405

406 Respectfully submitted,

407
408
409
410 Nancy A. Barnett, MMC
411 City Clerk