

1 TAVARES CITY COUNCIL
2 MINUTES

3
4 June 15, 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 Kirby Smith, Councilmember
14

Lisa Johnson, Councilmember

15 **STAFF PRESENT**

16
17 John Drury, City Administrator
18 Sandy Minkoff, Acting 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 Chris Thompson, Director of Public Works
27

28
29 **I. INVOCATION**

30
31 Pastor Rick Fountain gave the invocation and led those present in the Pledge of Allegiance.
32

33 **II. CALL TO ORDER**

Mayor Wolfe

34
35 Mayor Wolfe asked if there were changes to the agenda. Mr. Drury asked to add under New
36 Business, the "Establishment of the Management Bargaining Unit Team for Police and Fire
37 Unions."
38

39 **III. APPROVAL OF AGENDA**

Mayor Wolfe

40
41 **MOTION**

42
43 Lori Pfister moved to approve the agenda with said changes, seconded by Bob Grenier.
44 The motion carried unanimously 4-0.
45

46 **IV. APPROVAL OF MINUTES**

47
48 **Tab 1) Approval of Minutes for June 1, 2016 Regular Council Meeting**

49 **MOTION**

50
51 **Bob Grenier moved to approve the minutes of June 1, 2016 as submitted, seconded by**
52 **Kirby Smith. The motion carried unanimously 4-0.**

53
54 Mayor Wolfe asked the audience to fill out the Request to Speak form if they wished to address
55 Council.

56
57 Mayor Wolfe said that Tab 17, the City Administrator's Salary – will not be opened to the public.

58
59 **V.PROCLAMATIONS/PRESENTATIONS**

60
61 **Tab 2) Presentation by Lake County Transit Division**

62
63 Mr. Drury said this presentation will be on the topic of the Fixed Route Bus System by the
64 Manager of the program, Tomika Monterville.

65
66 Ms. Monterville said she is representing Ms. Keedy, Director of Community Services and Mr.
67 Heath, the County Manager. She some service changes were done recently in order to improve
68 the on time performance. There are currently seven routes and the ridership is about 300,000
69 annually. Route One now goes from Citizens Blvd. in Leesburg to Eustis which cuts down on
70 the waiting time. There will be a shelter on Rockingham at Main.

71
72 Ms. Monterville said the Division wishes to work in cooperation with the cities to identify any
73 impediments to the delivery of more service; i.e. including the development of ordinances that
74 support transit. She said they would like to become part of the development review process in
75 order to look at more amenities and accessibility.

76
77 Councilmember Smith asked about the process for getting a private property owner to work with
78 the city for accessibility. Ms. Monterville said the opportunity would be through the development
79 review process to provide an accessible loading and unloading area. She said in general the
80 practice is not to have the stops in a private development unless they have been a part of the
81 planning process. Mr. Drury mentioned the Tavares Horizon project teams that will confer with
82 her in this area.

83
84 Ms. Monterville said she would send Ms. Barnett some examples of best practices. Mayor Wolfe
85 asked to have a copy of the annual budget for Lake Express.

86
87 **SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS**

88
89 Attorney Minkoff said there were quasi-judicial ordinances on the agenda and asked those who
90 wished to testify to stand and be sworn in.

91
92 **VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

93
94 Ms. Barnett read the following ordinances on second reading by title only:

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ORDINANCE 2016-13

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 5.28 ACRES OF PROPERTY GENERALLY LOCATED ON THE NORTHWEST INTERSECTION OF S.R. 19 AND SLIM HAYWOOD; 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 2016-14

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 5.28 ACRES OF LAND GENERALLY LOCATED ON THE NORTHWEST INTERSECTION OF S.R. 19 AND SLIM HAYWOOD AVENUE FROM COUNTY URBAN MEDIUM DENSITY TO CITY COMMERCIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2016-15

AN ORDINANCE OF THE CITY OF TAVARES AMENDING THE BOUNDARIES OF THE CITY BY ANNEXING APPROXIMATELY 9.8 ACRES 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 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 2016-16

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.

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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.

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.

Ms. Barnett read the following Large Scale Future Land Use Amendment ordinances for the Transmittal Hearing:

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ORDINANCE 2016-18

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 36 ACRES OF LAND CENTRALLY LOCATED APPROXIMATELY 600 FEET NORTH OF SLIM HAYWOOD AVENUE AND 1600 FEET WEST OF S.R. 19; FROM COUNTY URBAN LOW DENSITY TO CITY MIXED USE NEIGHBORHOOD; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE 2016-20

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 14.18 ACRES OF LAND GENERALLY LOCATED AT THE SOUTHWEST INTERSECTION OF S.R. 19 AND CAMP ROAD; FROM COUNTY URBAN LOW DENSITY TO CITY COMMERCIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN EFFECTIVE DATE.

VIII. CONSENT AGENDA

Mayor Wolfe asked if anyone in the audience objected to Tabs 3, 4, 5, or 6.

MOTION

Lori Pfister moved to approve the Consent Agenda [Tab 3 - Easement Across Sinclair Street with Central Florida Railroad for Construction of Tav Lee Trail; Tab 4 – Easements with Duke Energy for Ruby Street Stormwater Project; Tab 5 – Use of Police Forfeiture Funds to Purchase Cameras and Related Equipment; and Tab 6 – Approve to Demolish Quonset Building at Site of Future Public Safety Complex], seconded by Bob Grenier.

Mayor Wolfe noted that Attorney Minkoff had helped to put together the agreement six or seven years ago between the County, City and [School Board] to make the Public Safety Building come to fruition. Mr. Minkoff acknowledged the Mayor’s recognition.

The motion passed unanimously 4-0.

IX. ORDINANCES/RESOLUTIONS – PUBLIC HEARING

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

FIRST READING - none

241 **SECOND READING**

242
243 Mr. Skutt stated the following six ordinances and the two Large Scale Future Land Use Map
244 transmittals are all involving lands owned by the Whittaker Family Partnership. There are 65
245 acres in total that will be annexed into the City and these lands are generally in proximity of the
246 State Road 19 corridor either near or close to the new Publix Shopping Center or at the
247 intersection of Camp Road. Most of the property is agricultural in nature. He said he has
248 combined the annexations of the parcels into four main groups of contiguous properties with
249 similar proposed zonings and land use designations.

250
251 **Tab 7) Ordinance #2016-13 – Annexation & Rezoning to City Highway Commercial (C2) of**
252 **about 5.28 acres– Northwest Corner of SR 19 and Slim Haywood – Two parcels**

253
254 The main entrance to Publix Shopping Center will cross this property. At the May 19th meeting
255 the Planning & Zoning Board voted unanimously to recommend approval and staff recommends
256 approval.

257
258 Mayor Wolfe invited Angela Brady to speak representing herself and Foxborough HOA as their
259 president. Ms. Brady said the owners' concerns are about the negative impact on their property
260 values and quality of life. She said they had moved to the area when it was semi-rural. She
261 mentioned the notice that had been posted for two weeks that was demolished by the contractor
262 and never replaced. There was trash and sand from the contractor that has been washed into
263 the retention area during the heavy rains in May. She said they thought that originally the
264 entrance to Publix would come off CR 561 but FDOT decided it would not be appropriate and
265 now it is going to be Slim Haywood Avenue which she said is the only entrance to their
266 subdivision as well as the Lake Ridge area further to the west. She expressed concern about
267 the upkeep of Slim Haywood with truck traffic. She also noted there would be 24 hour lighting at
268 Publix and wondered how the developers would mitigate that light coming into the
269 neighborhood.

270
271 Mayor Wolfe noted that as the property is developed the City can request silt fences, and police
272 the construction activities. Mr. Drury said he is concerned about the silt fences for the Publix
273 development and will ensure it is being handled correctly. In terms of the future development, he
274 said he said the City will note the problem of the silt fences and look closely at the runoff issues.
275 However he said at this point, the request is just for a rezoning and land use change, not a
276 development order.

277
278 Councilmember Smith noted there are buffering requirements when the developer begins to
279 build. He said currently the property is an active orange grove and if it is changed to C-2 zoning
280 would the active orange grove still be allowed. Mr. Skutt responded that under the Land
281 Development Regulations, orange groves are allowed in any zone.

282
283 Vice Mayor Pfister asked Ms. Brady if she had attended the Planning & Zoning meeting. Ms.
284 Brady said she was out of town but another HOA member had intended to be present.

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288

289 **MOTION**

290
291 **Kirby Smith moved to approve Ordinance #2016-13, seconded by Lori Pfister. The motion**
292 **carried unanimously 4-0.**

293
294 **Tab 8) Ordinance #2016-14 – Small Scale Future Land Use – Amendment to Commercial**
295 **Use – Northwest Corner of State Road 19 & Slim Haywood**

296
297 Mr. Skutt stated the amendment is from Lake County Urban Medium to City Commercial for the
298 5.28 acres that was just approved for annexation and rezoning. He said the Commercial land
299 use designation is the only compatible designation with a Highway Commercial zoning. The
300 Planning & Zoning Board voted unanimously to recommend approval on May 19th and staff
301 recommends approval.

302
303 Mayor Wolfe asked Ms. Brady if she wished to speak. Ms. Brady declined.

304
305 Councilmember Smith said the city needed to be cognizant of how far back the commercial
306 highway zoning will go and asked to hear from the landowner. Mr. William Ray stated he was
307 representing the Whittaker Family. Councilmember Smith asked Mr. Ray why they picked
308 Highway Commercial for this particular piece of property. Mr. Ray said their intention was to be
309 adjacent to the Publix site directly to the north. He discussed the plans for future access.

310
311 **MOTION**

312
313 **Bob Grenier moved to approve Ordinance #2016-14, seconded by Kirby Smith. The**
314 **motion carried unanimously 4-0.**

315
316 **Tab 9) Ordinance #2016-15 - Annexation & Rezoning – North Side of Slim Haywood – 9.8**
317 **Acres – 800 feet west of the Intersection with SR 19**

318
319 Mr. Skutt stated this property consists of two parcels. It is presently used for agricultural
320 purposes and is zoned agricultural in Lake County. The request is for a mixed use zoning. The
321 new Publix Shopping Center is adjacent east. The applicant envisions a mixture of residential
322 and commercial uses that would be compatible with the commercial development that is taking
323 place on State Road 19. On May 19th, the Planning & Zoning Board recommended approval of
324 the ordinance and staff recommends approval.

325
326 Councilmember Smith asked about the easement to reach the parcel as it appears to be land
327 locked, Mr. Skutt said it fronts onto Slim Haywood. Councilmember Smith noted they are
328 separate parcels and could be resold to different owners. Mr. Skutt pointed out the existing
329 easement on the side of the water plant. Mr. Ray discussed the various easements.

330
331 **MOTION**

332
333 **Lori Pfister moved to approve Ordinance #2016-15, seconded by Bob Grenier.**

334
335 Mayor Wolfe invited Angela Brady to speak. Ms. Brady said the Homeowners Association would
336 prefer residential and to leave the commercial closer to SR 19.

337
338 **The motion carried 4-0.**

339
340 **Tab 10) Ordinance #2016-16 – Small Scale Future Land Use Map Amendment for**
341 **Annexation under Ordinance #2016-15**
342

343 Mr. Skutt this ordinance will change the map designation from Lake County Urban Low Density
344 to City Mixed Use Commercial. The property is 9.8 acres in size and located on the north side of
345 Slim Haywood about 800 feet west of SR 19. The designation is compatible with the Mixed Use
346 zoning just approved under the annexation. The Planning & Zoning Board has recommended
347 approval and staff recommends approval.

348
349 **MOTION**

350
351 **Kirby Smith moved to approve Ordinance #2016-16, seconded by Bob Grenier. The**
352 **motion carried unanimously 4-0.**

353
354 **Tab 11) Ordinance #2016-17 – Annexation and Rezoning of 36 Acres of Property – 600**
355 **Feet North of Slim Haywood Avenue and 1600 feet West of SR 19**
356

357 Mr. Skutt noted the property has no direct access to a developed road but it is connected to
358 lands owned by the Whitakers that do have frontage on Slim Haywood Avenue. It is presently
359 used for agricultural purposes and is zoned agricultural in the County. The request is for City
360 Mixed Use Zoning. The applicant envisions a mixture of residential and commercial uses on
361 these lands that would be compatible with the commercial that is taking place on SR 19. The
362 Planning & Zoning Board has recommended approval and staff recommends approval.

363
364 Mayor Wolfe asked Mr. Hayes if the city has an easement that runs north from this property to
365 the west behind the reclaim water facility to Woodlea. Mr. Hayes said that was correct. He
366 pointed out the roadway where there is a cemetery located. Mayor Wolfe said that would give
367 an option to redirect some of the traffic to Woodlea rather than Slim Haywood.

368
369 **MOTION**

370
371 **Lori Pfister moved to approve Ordinance #2016-17, seconded by Bob Grenier.**

372
373 Vice Mayor Pfister thanked the Planning & Zoning Board for all their hard work.

374
375 Ms. Brady declined to speak.

376
377 **The motion carried unanimously 4-0.**

378
379 **Tab 12) Ordinance #2016-19 – Annexation & Rezoning to Highway Commercial – 14.25**
380 **Acres located at the Southwest Intersection of SR 19 and Camp Road**
381

382 Mr. Skutt stated this property consists of two parcels. There is an older existing single family
383 dwelling that is located on the parcel that fronts onto State Road 19. The property is currently
384 zoned agricultural and the request is for City Highway Commercial. Staff recommends this as

385 the most compatible zoning for this property. The Planning & Zoning Board voted unanimously
386 to recommend approval on May 19, 2016.

387
388 Ms. Brady noted Foxborough is located directly north of the property. She pointed to an area
389 between the houses and Camp Road that belongs to FDOT. She said their concern is for the
390 commercial activity and the noise and light pollution that it would create for the subdivision.

391
392 Mayor Wolfe noted there will be a requirement for a buffer and the City will ensure the fencing is
393 appropriate. Councilmember Smith asked if there is a wall or trees around the property except
394 for a retention pond. Ms. Brady responded that west of the entry into the subdivision along Slim
395 Haywood there are pine trees that go back to the Shantiniketan development. She pointed out
396 other areas that have trees and some that do not. She said from the east side of the subdivision
397 there is a view of the highway due to the recent removal of the orange trees.

398
399 **MOTION**

400
401 **Lori Pfister moved to approve Ordinance #2016-19, seconded by Kirby Smith. The motion**
402 **carried unanimously 4-0.**

403
404 **Tab 13) Ordinance #2016-21 – Rezoning of .27 Acre of Property Located on the Northwest**
405 **Corner of Dora Avenue and South Mt. Homer Road from RSF-1 to Planned Development**

406
407 Mr. Skutt reported that this rezoning to Planned Development is to allow three residential
408 cottages. The property is owned by Roll Property Group who desire to construct three small
409 residential rental cottages. Each cottage will be about 875 square feet with a 15 foot attached
410 patio and parking for two vehicles. Prior to the issuance of any building permits the owner must
411 obtain an approved site plan demonstrating compliance with all the city's regulations. The
412 Planning & Zoning Board voted unanimously to recommend approval on May 19th and staff
413 recommends approval.

414
415 Vice Mayor Pfister noted she understood these will be similar to the other cottages on Dora
416 Avenue and she believed they will be a nice asset in the city as they will be affordable and also
417 visually appealing.

418
419 **MOTION**

420
421 **Kirby Smith moved to approve Ordinance #2016-21, seconded by Lori Pfister. The motion**
422 **carried unanimously 4-0.**

423
424 **Tab 14) Ordinance #2016-22 – Small Scale Future Land Use Map Amendment to Medium**
425 **Density Residential**

426
427 Mr. Skutt explained the recommendation for medium density residential. He said the Planning &
428 Zoning Board recommended approval on May 19th and staff recommends approval.

429
430 **MOTION**

431
432 **Lori Pfister moved to approve Ordinance #2016-22, seconded by Bob Grenier. The**

433 **motion carried unanimously 4-0.**

434

435 **TRANSMITTAL HEARING**

436

437 Mr. Skutt advised that a Small Scale Future Land Use Amendment is considered to be anything
438 that is 10 acres or less; anything greater than 10 acres is considered to be a Large Scale Future
439 land Use Amendment. After City Council approves the ordinance for transmission for Large
440 Scale amendments they are sent to the State Department of Economic Opportunity who review
441 along with other agencies and if no problems are found, will advise the City that it is ready for
442 adoption.

443

444 **Tab 15) Ordinance #2016-18 – Large Scale Future Land Use Map Amendment to Mixed**
445 **Use Neighborhood – Orange Groves North of City Water Plant – 36 Acres**

446

447 Mr. Skutt pointed out the three properties that comprise the 36 acres. The map designation will
448 change from Lake County Urban Low Density to City Mixed Use Neighborhood. The Planning &
449 Zoning Board voted unanimously to recommend approval and staff recommends approval of the
450 transmission of this ordinance to the DOE for consideration.

451

452 **MOTION**

453

454 **Lori Pfister moved to approve Ordinance #2016-18, seconded by Kirby Smith. The motion**
455 **carried unanimously 4-0.**

456

457 **Tab 16) Ordinance #2016-20 – Large Scale Future Land Use Map Amendment to**
458 **Commercial for Property at the Southwest Intersection of SR 19 and Camp Road – 14.25**
459 **Acres**

460

461 Mr. Skutt noted this amendment will change the existing County designation of Urban Low
462 Density to City Commercial which is the only land use designation that is compatible to Highway
463 Commercial Zoning. The Planning & Zoning Board voted unanimously on May 19th to
464 recommend approval and staff recommends approval of transmission to the DOE for
465 consideration.

466

467 **MOTION**

468

469 **Lori Pfister moved to approve Ordinance #2016-20, seconded by Kirby Smith. The motion**
470 **carried unanimously 4-0.**

471

472 **X. GENERAL GOVERNMENT**

473

474 **Tab 17) City Administrator Pay Adjustment**

475

476 Mayor Wolfe stated this was discussed at the last meeting but was deferred to this meeting
477 because of budget concerns. Mayor Wolfe said that Council had had the opportunity to discuss
478 this further with Mr. Drury and has reviewed the budget. He said he still recommended a 5%
479 increase in pay as a fair adjustment.

480

481 Vice Mayor Pfister and Councilmember Grenier concurred. Councilmember Smith thanked
482 Council for agreeing to table this matter to allow Council to be able to review the budget which
483 he found to be informative.

484

485 **MOTION**

486

487 **Kirby Smith moved to approve a 5% raise for John Drury, seconded by Bob Grenier.**

488 **The motion was approved unanimously 4-0.**

489

490 **Tab 18) Discussion on Mayor's Youth Council**

491

492 Mr. Drury advised that Vice Mayor Pfister had spoken of forming a Mayor's Youth Council at a
493 previous Council Meeting. Staff researched and has provided information on this topic. He said
494 one of Vice Mayor Pfister's goals had been to have improved and strong relationships with the
495 schools which the board supported.

496

497 Vice Mayor Pfister stated that she was recommending that the city first approach the school and
498 determine their interest before further time is spent. She discussed the various positive impacts
499 that could come from having a partnership. She said she hoped the city could go to them with a
500 program which the schools would follow up upon. Mayor Wolfe spoke in support.

501

502 Councilmember Smith said he agreed and would not want to expend staff time on this unless
503 the students and schools are interested. Discussion followed on approaching the high school.

504

505 Councilmember Grenier asked Attorney Minkoff to comment on the requirement for a Youth
506 Council to be under the Sunshine Law. Attorney Minkoff explained that if they were to advise the
507 City Council they would fall under the Sunshine Law but it is not that difficult to comply with and
508 would be part of the learning process. Mayor Wolfe spoke in support of the outreach and the
509 educational opportunity for the students.

510

511 Mr. Drury recommended that Council authorize staff to put a meeting together with the Vice
512 Mayor and the principal and leadership of the school to show that the Tavares City Council is
513 open to working with the school and the political science class to see if the school is interested
514 in pursuing.

515

516 **MOTION**

517

518 **Kirby Smith moved that Council allow staff to draft up a presentation, contact the school,**
519 **and invite Vice Mayor Lori Pfister to present the presentation with the staff for the**
520 **Mayors Youth Council. The motion was seconded by Bob Grenier. The motion passed**
521 **unanimously 4-0.**

522

523 **Tab 19) Discussion on Television/Internet Broadcasting**

524

525 Mr. Drury stated this was a request from Vice Mayor Pfister who asked staff to take a high level
526 look at options on television or internet broadcasting. He said he has not researched in depth
527 but has provided some information. He discussed the two studios in Lake County that do public
528 broadcasting and the costs.

529
530 Mr. Drury said in terms of internet pod casting (i.e. “Ted Talks” on You Tube) it is less expensive
531 and the equipment costs are less.

532
533 Vice Mayor Pfister said she believes the city needs to keep up with other cities and she would
534 be in favor of the podcasts, noting they could be informative videos. Councilmember Grenier
535 spoke in support. Mayor Wolfe spoke in support but said he would rather request the Chamber
536 of Commerce to produce the videos but still link to the City’s web site. Councilmember Grenier
537 agreed in terms of the events but spoke in favor of having the city produce for projects that are
538 not chamber related. Discussion followed on having the city be in charge of the project.

539
540 Councilmember Smith said he was not in support as he consistently receives questions about
541 events that are already on the web site and would prefer that the monies be allocated in the
542 budget for other uses. Councilmember Grenier suggested that the idea continue to be
543 researched and discussed for a future decision.

544
545 Vice Mayor Pfister asked about finding a sponsor. Mr. Drury noted that in terms of soliciting a
546 sponsorship for government projects, the city would have to advertise and do a formal request
547 for proposals. He said he could bring back information on the process. Mr. Drury noted he had
548 heard two discussions—one being whether or not to have video podcasts on the web site, and
549 the other issue is how to get the information out to the public.

550
551 Vice Mayor Pfister asked if there was interest by Council in pursuing. Mayor Wolfe said if the
552 funding source was other than the City of Tavares he would support.

553
554 Mr. Drury suggested that Council make a motion with that direction and staff will then return to a
555 future meeting with funding options that do not involve the city. Councilmember Grenier noted
556 the high school students produce videos which might be an option.

557
558 Mayor Wolfe stated that Vance Joachim had requested to speak on this matter.

559
560 Vance Joachim spoke in support. He stated he has attended other government meetings and
561 suggested they tape their meetings. He said he has been taking pictures of different county
562 venues and events and several of Tavares, both on Instagram as well as Facebook albums. He
563 suggested that if an RFP for a sponsorship was done should include the request for a short pilot
564 project as an example of their work. He discussed other resources such as the Lake County
565 graphics department.

566
567 **MOTION**

568
569 **Kirby Smith moved to direct staff to come back with funding options that do not affect**
570 **the city budget to come up with a way to put promotional videos on the internet,**
571 **seconded by Bob Grenier. The motion carried unanimously 4-0.**

572
573 Mayor Wolfe suggested moving up Old Business and New Business before beginning
574 discussions on the budget.

575
576 **XII. OLD BUSINESS**

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XIII. NEW BUSINESS

BARGAINING TEAM

Mr. Drury said the city is forming its management labor bargaining team. On the Police side, it is Chief Lubins, the City Administrator and a councilmember. On the Fire side, it is Chief Keith, City Administrator and a Councilmember. He asked which Councilmember would like to participate.

Councilmember Grenier said he would like to stay on the Fire Bargaining Team. Mayor Wolfe said he would continue to serve on the Police Bargaining Team.

REPORT ON BASEBALL/SOFTBALL TEAMS

Mayor Wolfe said baseball and softball season has just ended. He said the 8 and under softball team won runner up in the district, the 10 and under "A" Baseball team took runner up in district and will play in the state championship tournament between June 30th and July 3rd in Ocala. He said the 10 and under "B" Baseball team won the district championship and the 12 and Under baseball team won district championships and will be playing in the state championship June 30th to July 3rd in Jensen Beach, Florida. He thanked Mr. Aldrich for bringing this information to the Council's attention.

PARKING SPOT FOR PURPLE HEART RECIPIENTS

Councilmember Grenier said he has a proposal to honor the veterans. He a program has emerged whereby the Wounded Warriors program is giving signs to cities and businesses if they will reserve one or two parking spots for a Purple Heart recipient. He said Eustis recently put a sign up in Ferran Park. Councilmember Smith said he would like this to be on the agenda for further discussion. Mr. Drury noted he would put this on the next agenda. He suggested that each Councilmember pick a possible parking spot and bring that information to the meeting for discussion. Councilmember Grenier noted this would not take away a handicap spot.

LITTLE LEAGUE

Vice Mayor Pfister asked Mr. Aldrich why the city is not affiliated with Little League because she thought it offers more advancement opportunities than Cal Ripken. Mr. Aldrich said the City has been involved with Babe Ruth for 30 years and he has not looked into Little League in terms of pros and cons. He said the city has open boundaries and he believed that Little League is more restricted to a certain area.

Mr. Drury said staff will write a mini white paper on this topic and share it with City Council. If there is interest in further discussion it can be put on a council meeting agenda.

At 6:10 p.m. Attorney Minkoff left the meeting.

XIII. AUDIENCE TO BE HEARD

Betty Burleigh stated that today is Elder Abuse Awareness Day for which she was wearing the

625 color purple. She said her granddaughter Christie Burleigh is a paramedic for Orange County
626 and she was one of the first on the scene at the recent shooting [in Orlando at the Pulse
627 Nightclub].

628
629 Mayor Wolfe adjourned the meeting at 6:12 p.m. for a recess and readjoined at 6:14 p.m.
630

631 **XI. BUDGET WORKSHOP FOR FISCAL YEAR 2016-2017**

632
633 **Mr. Drury presented the following report:**
634

635 Council previously developed the broad budget priorities for the City Administrator to use as
636 guiding principles in developing a budget (see attached minutes from the March 2, 2016 City
637 Council Meeting). The City Administrator has taken these broad budget priorities into
638 consideration when developing the City Budget with the City Departments. Where conflicts
639 existed between the attached Council budget priorities, the Administrator did his best to balance
640 the collective goals of the board with developing a balanced budget, thus not all individual
641 Council goals are achieved.

642
643 The draft budget reflects a millage rate increase of .4834 mills from 6.6166 mills to 7.1000 mills
644 for FY 2017 for the General Fund and a millage rate decrease of .0378 mills for the Debt
645 Service millage rate from .40675 mills down to .3690 mills.

646
647 This first budget workshop is to deliver, present and discuss the General Fund budget. The
648 second budget work shop on July 6, 2016 is to deliver, present and discuss the enterprise funds
649 (Water, Wastewater, Reclamation, Stormwater, Solid Waste, Seaplane Base/Marina, and the
650 Pavilion on the Lake) and discuss the General Fund Budget that is being presented at this
651 Council meeting.

652
653 The Five Year Capital Plan will be delivered, presented and discussed at the July 20, 2016
654 budget workshop, and the maximum tentative millage rate will be set at that budget workshop
655 too. Two additional Council budget workshops are scheduled for August 3 and August 17th to
656 discuss all budgets followed by two Public Hearings on the budget on September 7th 2016 and
657 September 21, 2016.

658 659 **GENERAL FUND BUDGET:**

660
661 The City Administrator and his staff have developed a General Fund budget for Fiscal Year
662 2016 for Councils consideration totaling \$15,725,933 that is fully balanced. It is .8480% higher
663 than prior year budget. It includes, among many other items, the following:

- 664
665
- 666 1. Similar Level of Service
 - 667 2. General Fund millage rate up .4834 mills from 6.6166 mills to 7.1000 mills
 - 668 3. Debt Service millage rate decrease of .0378 mills from .40675 mills down to .3690 mills
 - 669 4. Increase Reserves by .5% to \$952,518 which represents 6.05% of the proposed budget
(90% for emergencies. 10% for contingencies.)
 - 670 5. Employee raises of 4%
 - 671 6. Not filling the vacant Public Communications Position.
 - 672 7. One new Public Works Position in Road Department (mid-year hire).

- 673 8. One Part Time Human Resource Department Analyst
- 674 9. Fire Assessment level funded (no rate increase)
- 675 10. \$175,000 Community Street Resurfacing Program
- 676 11. \$97,737 West Main Street Scape Phase I (South Side)
- 677 12. \$82,000 Large Gateway Sign for New 441 - south bound at fountain park
- 678

679 The impact of the General Fund millage rate increase plus the debt service millage rate
680 decrease on a homesteaded property valued at \$150,000 is as follows:

681
682 General Fund millage increase of .4834 = \$48.34 per year (\$4.03 per month) with homestead
683 exemption

684 Debt Service millage decrease of (.0378) = (\$3.78) per year decrease (\$.32 per month) with
685 homestead exemption

686
687 Total net millage increase = \$44.56 per year (\$3.71 per month) - with homestead exemption
688

689 **GENERAL FUND PRELIMINARY CUTS:**

690
691 Attached are the budget cuts the City Administrator made in order to get to a balanced budget.
692 The items identified in the cuts include items that each department and the City Council
693 members have identified to be needed for the city. **It is recommended that each Council**
694 **member review the cut list closely as there may be items and projects that Council**
695 **deems important to move back into the budget.** For example, the Alfred Street Scape project
696 was cut and is being pushed out to FY18 for consideration as compared to the Caroline street
697 scape which is being implemented this fiscal year (FY16). There are numerous other important
698 projects that have been pushed out in order to have a balanced budget with a de-minimus
699 millage rate increase.

700 701 **RECOMMENDATION:**

702 It is recommended that the Finance Director present the General Fund budget (Expenses and
703 Revenues), department by department during which and/or after which the Council can ask
704 pertinent questions or make pertinent comments related to the budget or the current budget
705 cuts.

706
707 Mr. Drury asked Ms. Houghton to present the high level numbers by department for the General
708 Fund. Ms. Houghton made a power point presentation on all the General Fund departments for
709 which thanked Ms. CharLynn, Budget Specialist, for her assistance. She also reviewed some of
710 the city initiatives that had been completed during the past year and projects in progress.

711 712 **XIV. REPORTS**

713 **Utilities Director**

714
715 Mr. Hayes said that the tentative date for the groundbreaking for the Ruby Street stormwater
716 project will be Friday, 10:00 a.m. on July 8th.

717 718 **Tab 14) City Administrator**

719
720 Mr. Drury noted the Rocktoberfest date has been changed to October 8th.

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City Attorney

Tab 15) Council Reports

Vice Mayor Pfister

Councilmember Grenier

Councilmember Grenier said yesterday was Flag Day established by President Wilson and that on June 14, 1777 the United States adopted the American Continental Army.

Councilmember Johnson

Councilmember Smith

Councilmember Smith asked about the following:

- When will the park project start (i.e. when the contractor arrives)
- When will Ruby Street start? When are streets being torn up.

Mr. Drury said a construction schedule on those two projects will be provided.

Councilmember Smith asked how Ms. Wettstein is handling the communications with the businesses. He said he is hearing some feedback and asked that staff check on the process.

Mr. Hayes noted that she is speaking to the business owners and there is a meeting on June 27th in Council Chambers at 5:30 for the businesses.

Mr. Drury said Ms. Wettstein has been to previous Council Meetings and may need to present an update to Council. Discussion followed regarding notifying businesses in the side streets. Mr. Drury agreed that the all of the businesses needed to be notified.

Councilmember Smith said today is National Nature Photography Day. He said on this day in 1847 the U.S.-Canadian border was established.

ADJOURNMENT

There was no further business and the meeting was adjourned at 7:08 p.m.

Respectfully submitted,

Nancy A. Barnett, MMC
City Clerk