

1 TAVARES CITY COUNCIL
2 MINUTES

3
4 SEPTEMBER 21, 2016

5 4:00 P.M.

6 TAVARES CITY HALL COUNCIL CHAMBERS

7
8 **COUNCILMEMBERS PRESENT**

ABSENT

9
10 Lori Pfister, Mayor
11 Kirby Smith, Vice Mayor
12 Bob Grenier, Councilmember
13 Lisa Johnson, Councilmember
14 Troy Singer, Councilmember

15
16 **STAFF PRESENT**

17
18 John Drury, City Administrator
19 Robert Q. Williams, City Attorney
20 Susie Novack, Deputy 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 **I. CALL TO ORDER**

30
31 Mayor Pfister called the meeting to order at 4:00 p.m.

32
33 **II. INVOCATION**

34
35 Scott Hendrick, Tavares Public Safety Chaplain, gave the invocation and led those present in
36 the Pledge of Allegiance.

37
38 Mayor Pfister noted that hearing devices are available at the front table and asked that anyone
39 who wishes to speak on an agenda item, to fill out a Request to Speak form and turn in to the
40 Police Chief.

41
42 **III. APPROVAL OF AGENDA**

43
44 Mr. Drury said that he has one change to the agenda. He asked that Tab 4 [Police Pension
45 Plan Buyback Provision Amendment] be tabled until the October 5, 2016 meeting.

46
47 **MOTION**

49 Kirby Smith moved to approve the agenda with the said changes, seconded by Bob
50 Grenier. The motion carried unanimously 5-0.

51
52 **IV. APPROVAL OF MINUTES**

53
54 Tab 1) Deferred.

55
56 **V. PROCLAMATIONS/PRESENTATIONS**

57
58 Tab 2) New Taipei National Day

59
60 Mayor Pfister read a proclamation, in its entirety, proclaiming October 10, 2016 as the Republic
61 of China (Taiwan) Day.

62
63 ***PROCLAMATION***

64
65 ***WHEREAS***, The Republic of China (Taiwan) celebrates its 105th National Day on
66 October 10th, 2016; and

67
68 ***WHEREAS***, the City of Tavares maintains and enjoys an International Sister City
69 relationship with New Taipei City; and

70
71 ***WHEREAS***, The Taipei Economic and Cultural Office in Miami continues the
72 promotion of economic and cultural relations with Tavares, Florida; and

73
74 ***WHEREAS***, the United States and Taiwan have maintained an enhanced close
75 friendship over the decades encompassing commercial, cultural, and other
76 interactions based on the "Taiwan Relations Act" of 1979; and

77
78 ***WHEREAS***, Taiwan is an important trading partner of the State of Florida, as well
79 as one of the top trading partners in Asia for Florida and the United States, and;

80
81 ***WHEREAS***, Taiwan is a meaningful participant in numerous international
82 organizations including the United Nation's International Civil Aviation
83 Organization Assembly which is dedicated to sustainable growth & the
84 development of safety security standards in International Civil Aviation.

85
86 ***NOW, THEREFORE***, the City Council of the City of Tavares, proclaims October
87 10th, 2016, the Republic of China (Taiwan) Day and recognizes its achievements
88 and contributions as a global leader and its commitment to regional peace and
89 security.

90
91 Passed and Adopted this 21st Day of September, 2016.

92
93 **VI. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE CONTACTS**

94
95 Attorney Williams said there is one land use matter before Council and swore in those who were
96 present to provide testimony or speak on Tab 7) Ordinance 2016-28 – Large Scale Future Land

97 Use Comprehensive Plan Amendment – 1000 Waterman Way – Florida Hospital Development
98 – 59 Acres. He asked Council if they wished to declare any ex parte communications. There
99 were none.

100
101 **VII. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

102
103 Ms. Novack read the following ordinances by title only:

104
105 **ORDINANCE 2016-26**

106
107 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE**
108 **TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2020,**
109 **PROVIDING FOR A CHANGE OF FUTURE LAND USE DESIGNATION ON**
110 **APPROXIMATELY 59.3 ACRES OF LAND GENERALLY LOCATED NORTH**
111 **OF FLORIDA WATERMAN HOSPITAL, FRONTING ONTO LAKE EUSTIS**
112 **DRIVE AND ANN ROU ROAD; FROM A MIX OF LANDS DESIGNATED AS**
113 **HIGH DENSITY RESIDENTIAL, LOW DENSITY RESIDENTIAL AND MEDIUM**
114 **DENSITY RESIDENTIAL ALL TO MIXED USE COMMERCIAL; PROVIDING**
115 **FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL;**
116 **AND PROVIDING FOR AN EFFECTIVE DATE.**

117
118 **RESOLUTION NO. 2016-18**

119 **A RESOLUTION CONFIRMING WATER AND SEWER SERVICE TO THE**
120 **SUNSET VIEW AND THREE LAKES PARK (TLP), LOCATED ADJACENT TO**
121 **TAVARES, LAKE COUNTY, FLORIDA; AND CONFIRMING THAT A SPECIAL**
122 **ASSESSMENT EQUALIZATION HEARING IS FORTHCOMING**

123 Ms. Novack noted that Resolutions 2016-15 (Final Millage) and 2016-16 (Final Budget) would
124 be read in their entirety at the Budget Hearing scheduled to be held at 5:05 p.m.

125
126 **VIII. CONSENT AGENDA**

127
128 Mayor Pfister asked the audience if they wished to speak on any of the consent agenda items.

129
130 Mayor Pfister asked if Council wished to discuss any of the consent agenda items.

131
132 **MOTION**

133
134 **Bob Grenier moved to approve the Consent Agenda [Tab 3) Approval of Airboss Contract**
135 **for Monster Splash], seconded by Troy Singer. The motion carried unanimously 5-0.**

136
137 Mayor Pfister noted that the Public Hearing for Millage and Budget [Agenda Item IX, Tab 5)
138 Resolution 2016-15 – Final Millage Rate FY 2016-2017 and Tab 6) Resolution 2016-16 – Final
139 Budget FY 2016-2017] will be held at 5:05 p.m.

144 **X. ORDINANCES/RESOLUTIONS – PUBLIC HEARING**
145 **(All Ordinances under First Reading are not discussed, unless otherwise noted, until the**
146 **Second Reading)**

147
148 **First Reading**

149 None.

151
152 **Second Reading**

153
154 **Tab 7) Ordinance 2016-26 – Large Scale Future Land Use Comprehensive Plan**
155 **Amendment – 1000 Waterman Way – Florida Hospital Development – 59 Acres**

156
157 Mr. Skutt said this is the adoption hearing for Ordinance 2016-26 which is a Large Scale Future
158 Land Use Map Amendment for a portion of the Florida Waterman Hospital property. He said
159 that it changes the designation of approximately 60 acres from a mix of high density, low density
160 and medium density residential to a mixed use commercial designation. This property is
161 generally north of the existing hospital and wraps around Lake Etowah. On July 20, 2016, the
162 City Council voted to transmit the amendment to the State Department of Economic Opportunity
163 for review. The Department reviewed the proposed amendment and identified no comments
164 related to important state resources and facilities. The Planning and Zoning Board voted
165 unanimously to recommend approval at their June 16, 2016 meeting. Staff recommends that
166 City Council moves to adopt Ordinance 2016-26.

167
168 Mayor Pfister asked for questions from Council.

169
170 Vice Mayor Smith asked Mr. Skutt if he has seen a site plan for the project. Mr. Skutt said that
171 he has seen a site plan for a small phase consisting of an assisted living facility in the vicinity of
172 a demolished apartment complex.

173
174 **MOTION**

175
176 **Kirby Smith moved to approve Ordinance 2016-26, seconded by Bob Grenier. The**
177 **motion carried unanimously 5-0.**

178
179 **RESOLUTIONS**

180
181 **Tab 8) Resolution 2016-18 – Confirmation of Utility Services to Residents of Three Lake**
182 **Park for Florida Public Service Commission**

183
184 Ms. Houghton said the Resolution before Council is to satisfy a request from the Florida Public
185 Service Commission relating to the Sunset View/Three Lakes Park special assessment
186 program. She provided the following report:

187
188 *The City adopted Resolutions 2014-13, 2014-18, 2014-33, and 2014-34*
189 *authorizing the construction of water and sewer infrastructure to the Sunset View*
190 *Subdivision, and authorizing the Sunset View Special Assessment Note 2014 in*
191 *the amount of \$1,100,000, and authorizing a Preliminary Assessment Roll for the*

192 *Sunset View Subdivision and the Three Lakes Park.*
193
194 *All properties identified on the assessment roll have been connected to the City*
195 *Water and Sewer Utility.*

196
197 *The City is currently finalizing and closing out the construction and engineering*
198 *contracts for the final steps in the assessment process which includes an*
199 *equalization hearing, and authorization from Council for the final amount to be*
200 *assessed to affected properties.*

201
202 *The City Clerk and the Utility Director have received a request from the Florida*
203 *Public Service Commission asking the City to provide a resolution listing all*
204 *connected properties that had been previously serviced by the Three Lakes Park*
205 *(TLP) private system.*

206
207 *Resolution No. 2016-18 provides the needed information for the Florida Public*
208 *Service Commission (FL PSC).*

209
210 Mayor Pfister asked for questions from Council.

211
212 **MOTION**

213
214 **Bob Grenier moved to approve Resolution 2016-18, seconded by Troy Singer. The**
215 **motion carried unanimously 5-0.**

216
217 **XI. GENERAL GOVERNMENT**

218
219 **Tab 9) Police Union Contract Update**

220
221 Mr. Drury said that Council established a Police Labor Bargaining Management Team
222 comprised of Councilmember Singer, John Drury, City Administrator and Chief Lubins. There
223 have been multiple bargaining sessions held between the Union and the Management Team,
224 and it is anticipated that an agreement will be reached prior to the end of September and
225 brought before Council for consideration in October. Mr. Drury said he would like to recommend
226 a four (4%) raise for the Police department employees beginning October 1 should the City's
227 final FY 17 approved budget include a 4% pay increase for all employees.

228
229 Councilmember Grenier and Councilmember Johnson noted their support.

230
231 Councilmember Singer said that the negotiations are going well and should be completed within
232 a week. He said he would like to see Council move forward with this [four (4%) raise].

233
234 **MOTION**

235
236 **Troy Singer moved for approval, seconded Bob Grenier. The motion carried**
237 **unanimously 5-0.**

238
239 **Tab 10) Fire Union Contract Update**

240
241 Mr. Drury said this is similar to the previously discussed negotiations with a few differences.
242 The Fire Department Labor Bargaining Management Team is comprised of Councilmember
243 Grenier, John Drury, City Administrator and Chief Keith. There have been multiple bargaining
244 sessions between the Union and the Management Team and it is anticipated that an agreement
245 will be reached prior to the end of September and presented to the Council for consideration in
246 October. Mr. Drury said he would like to recommend a four (4%) raise for the Fire department
247 employees beginning October 1 should the City's final FY 17 approved budget include a 4% pay
248 increase for all employees.

249
250 Councilmember Grenier said that a 4% increase is above the average of 3% throughout the
251 country.

252
253 **MOTION**

254
255 **Bob Grenier moved for approval, seconded by Troy Singer. The motion carried**
256 **unanimously 5-0.**

257
258 **Tab 11) Approval of Contract with Jones Edmunds for Lake Francis Water & Wastewater**
259 **Improvements Phase 2 – Engineering and Design**

260
261 Mr. Hayes said this is a request to approve a Contract with Jones Edmunds to provide Design
262 assistance for the necessary Water Main upgrades that is a requirement to ascertain a State
263 Revolving Fund construction loan and made the following presentation:

264
265 *The City owns and maintains a Sewer and Water System within the Lake*
266 *Frances Estates residential development that was constructed in a low lying area*
267 *with fill from the adjacent lake. Lake Frances Estates was constructed in the*
268 *1970s. The subdivision contains approximately 23,000 linear feet of water main*
269 *and 23,000 linear feet of wastewater lines. The potable water system includes*
270 *thin-walled PVC piping for the 2-inch, 4-inch, 6-inch, and 8-inch potable water*
271 *lines. The water distribution system and wastewater collection system serving*
272 *this development have reached the end of their useful service life and were*
273 *installed using methods and materials that do not meet modern standards.*

274
275 *Water system deficiencies include main breaks due to deteriorated piping,*
276 *insufficient numbers of isolation valves, and inadequate system looping.*
277 *Additionally, one of the two existing 6-inch water mains supplying the*
278 *development runs down a road right-of-way that was included in the original*
279 *1970s design known as Spartan Boulevard. Spartan Boulevard itself was not*
280 *constructed, and the land was re-platted as home lots. This resulted in the 6-inch*
281 *water main running through private lots and under some homes. The potable*
282 *water system improvements for Lake Frances Estates will include replacing*
283 *3,300 linear feet of existing 2-inch and 4-inch-diameter potable water lines with*
284 *new 6-inch HDPE water lines. All water service lines to residences will be*
285 *replaced on the impacted streets. Fire hydrants will be installed as required.*
286

287 *The City, along with Jones Edmunds have been in the design stages for the*
288 *wastewater system when we discovered this water main situation. The City*
289 *asked Jones Edmunds to design the water system upgrades. In April 2016*
290 *Council approved the consultant to write and submit to FDEP a Facility Plan. The*
291 *next step is to start the design and request to be put on the SRF funding list for*
292 *Pre-construction and construction funding. This contract will be included in the*
293 *preconstruction monies from the SRF program. The final bid documents will be*
294 *suitable for use by the City to solicit bids from contractors to construct the*
295 *replacement line and the related appurtenances for both Water and Wastewater.*
296 *Staff has negotiated a cost for this design in the amount of \$77,472. This price is*
297 *at the lower end of industry standards for this size project.*

298
299 Mayor Pfister asked for questions from Council.

300
301 Vice Mayor Smith asked if the entire parcel had been reviewed so that there would be no more
302 issues. Mr. Hayes confirmed.

303
304 Councilmember Grenier asked if this will complete the entire park's project. Mr. Hayes
305 confirmed.

306
307 Councilmember Singer asked if this will alleviate drainage problems. Mr. Hayes said that while
308 it is not a stormwater project, the roads will need to be repaired due to construction damage.
309 The road repairs will benefit the drainage system. Mr. Drury noted it is a potable drinking water
310 project.

311
312 Councilmember Grenier asked Mr. Hayes if the piping is no longer underneath the homes. Mr.
313 Hayes confirmed.

314
315 **MOTION**

316
317 **Kirby Smith moved for approval, seconded by Bob Grenier. The motion carried**
318 **unanimously 5-0.**

319
320 **Tab 12) Ruby Street Stormwater Project Mitigation for St. Johns River Water Management**
321 **District & Army Corps of Engineers**

322
323 Mr. Hayes provided the following presentation:

324
325 *To enable construction of the Ruby Street Stormwater Improvement Project, the*
326 *City had to acquire permits from the St. Johns River Water Management*
327 *(SJRWMD) and the U.S. Army Corps of Engineers (USACE). As a condition of*
328 *these permits, the City is required to offset the wetland impacts associated with*
329 *construction of the new stormwater pond east of Sinclair Avenue.*

330
331 *To meet this condition, the City initially proposed to preserve two undeveloped*
332 *parcels of land located west of the Dora Canal and south of US 441. During*
333 *coordination with the SJRWMD and the USACE to record the conservation*
334 *easement, it was learned that one of the two parcels was already under an*

335 existing conservation easement that was not identified during initial
336 investigations. As a result, preservation of the smaller parcel cannot be used to
337 satisfy any of the wetland mitigation requirements in the SJRWMD or USACE
338 permits. To address this, permit modifications are being prepared for both
339 agencies.

340
341 In order to expedite the processing of the modifications, and to address the
342 wetland mitigation requirements while minimizing project delays, staff proposes
343 to purchase mitigation credits from a wetland bank instead of identifying an
344 alternate parcel to be preserved. The USACE and SJRWMD have provided
345 preliminary concurrence with the proposed mitigation. The total mitigation cost for
346 the required forested wetland credits is estimated to be \$20,220.00, pending
347 formal concurrence from the agencies.

348
349 Mayor Pfister asked for questions from Council.

350
351 **MOTION**

352
353 **Bob Grenier moved to approve, seconded by Lisa Johnson.**

354
355 Vice Mayor Smith said he did not feel that the city should have to purchase credits when the
356 project is already designed to help SJRWMD protect the lakes by alleviating contaminate
357 particles and increasing wetlands.

358
359 **The motion carried 4-1 as follows:**

360
361 **Bob Grenier: Yes**
362 **Lisa Johnson: Yes**
363 **Lori Pfister: Yes**
364 **Troy Singer: Yes**
365 **Kirby Smith: No**

366
367 **Tab 13) Purchase of Vac-Tron Trailer Mounted Vector**

368
369 Mr. Hayes made the following presentation:

370
371 *This is a request to consider the approval to purchase a Vac-Tron Trailer*
372 *Mounted Vector for various uses by the Utility and Public Works Departments.*

373
374 *It was recently discoverd (after meter gps-ing) that hundreds of meters/meter*
375 *boxes are buried and full of dirt. In order to manage this valuable asset we need*
376 *to uncover/clean these out. Our meters should be inspected annually for damage*
377 *and water/revenue loss. The cost/labor saving device for the meters and our*
378 *valve exercise program, allows us to better maintain our assets and insure*
379 *inspection and exercising. On small breaks and leaks in both water and*
380 *wastewater this piece of equipment is easier to move and locate next to the*
381 *needed service area. This machine also provides a safer and more effective line*
382 *location option vs probing. (to pipes and underground utilities)*

383
384 Mayor Pfister asked for questions from Council.
385
386 Councilmember Singer said that he liked that fact that staff found the funds within the current
387 budget. He asked if it would be cost saving in the long run. Mr. Hayes said it is a cost and time
388 saving for the employees. The Vac-Tron can clean a row of meter boxes in 30 minutes verses
389 ¾ of a day for an employee to manually complete the same job.
390
391 Councilmember Grenier asked if staff will be to maintain the equipment. Mr. Hayes said Fleet
392 Maintenance will place the equipment in a regular maintenance program.
393
394 Councilmember Johnson said that she has personally had three meters in her area cleaned out
395 which was done by hand. She noted her appreciation for due diligence and thanked Mr. Hayes
396 for meeting with her regarding the item.
397
398 Vice Mayor Smith thanked Mr. Hayes for a thorough description of the request in the agenda.
399

400 **MOTION**

401
402 **Kirby Smith moved to approve, seconded by Troy Singer. The motion carried**
403 **unanimously 5-0.**

404
405 **Tab 14) Purchase of a Reclaim Water Feature for the Utility and Public Works Site**

406
407 Mr. Hayes made the following presentation:

408
409 *This is a request to create an aesthetic appearance to the City's new buildings*
410 *utilizing Reclaim Water with a garden atmosphere, which will help educate the*
411 *residents and students of Tavares about the many uses for reclaim water.*

412
413 *In 2014 the City Utility Department moved into a new facility on Capt. Haynes Rd.*
414 *Plans are in the making for a new Public Works Facility on the side of the Utility*
415 *Administration Building. Woodlea Sports Complex is around the corner from*
416 *these buildings and the idea of enhancing this area for a more pleasant viewing*
417 *of expansion area for our residents and tourists. The Utility Department set up a*
418 *55 gallon reclaim water aquarium in the lobby of its building with various fish*
419 *species to demonstrate the many uses of reclaim water. There are photos on the*
420 *wall of all the various fish with a description of each fish. (Attachment) This*
421 *attracts the interest of many visitors to our building and sparks up a lot of*
422 *questions. The Water Feature will be a stainless steel wall with reclaim water*
423 *running down it through a recycling mode. It will have plantings and stone rocks*
424 *surrounding it to beautify this water feature. City crews will help with the final*
425 *plantings and rock additions to keep the costs down. It will be paid through this*
426 *year's budget 15/16 which has some left over money due to lower costs in fuel*
427 *and chemicals this past year that came in less than expected due to the current*
428 *economy.*
429

430 *Tavares has registered to participate in a national awards program for*
431 *towns and cities of all sizes. The program provides a framework for*
432 *improving the overall quality of life while focusing on community*
433 *involvement and beautification. That program is called America in Bloom.*
434 *America in Bloom is the only program of its kind that provides on-site, one-*
435 *on-one mentoring and coaching by a team of expert judges.*

437 Mayor Pfister thanked Mr. Hayes and noted her support for the project. Mayor Pfister asked for
438 questions from Council.

439
440 Councilmember Johnson inquired about the features and elements that will be incorporated in
441 the design. Mr. Hayes said the water feature will consist of a water wall with landscaping and a
442 fish pond utilizing reclaimed water. He noted there will be a photograph and description of each
443 fish.

444
445 Vice Mayor Smith noted his concern for spending all remaining monies in the current budget
446 instead of rolling into the next year budget so that the citizens could experience a cost savings.

447
448 Councilmember Grenier noted his support and said it is a wonderful enhancement.

449
450 **MOTION**

451
452 **Bob Grenier moved to approve [Tab 14 – Purchase of a Reclaim Water Feature for the**
453 **Utility and Public Works Site], seconded by Lisa Johnson.**

454
455 Councilmember Singer noted his support for the idea, but has a hard time supporting the project
456 and this time in lieu of lowering taxes.

457
458 **The motion passed 3-2 as follows:**

459
460 **Lori Pfister: Yes**
461 **Kirby Smith: No**
462 **Bob Grenier: Yes**
463 **Lisa Johnson: Yes**
464 **Troy Singer: No**

465
466 **Tab 15) Horzion Team Update on Old 441 Bike Path & Railroad Improvements**

467
468 Mr. Drury made the following presentation:

469
470 *Previously the Council established a Horizon Project team to address*
471 *improvements to old 441 made up of Council member Kirby Smith, City*
472 *Administrator John Drury and Economic Development Director Bob Tweedie.*

473
474 *Improvements to this corridor thus far include actual construction as well as*
475 *planning initiative. On the construction side, the road has been completely re-*
476 *paved and the thermal plastic striping will replace the temporary paint in about 60*
477 *days. Storm water piping is completed from the wetland, under old 441 and*

478 through Tranquil Park Mobil Home Park just west of Dora Ave. The old auto
479 repair station at the corner of Disston and old Alfred Street has been purchased
480 and is undergoing renovations by Corman and Sons A/C.

481
482 On the planning side, the Utility Department is in the planning phases of
483 extending water and sewer lines from David Walker to Mary Road down old 441
484 towards Bay Road and the city is exploring grants to develop a bike path from
485 Tavares to Mount Dora and improving the view shed along the Rail Road corridor
486 as well as the old 441 road. As it relates to the bike path, previously three studies
487 were conducted about eight years ago as follows:

- 488
489
 1. Alfred Street (old 441) Corridor Study from SR 19 to Bay Road
 - 490 2. Old 441 Preliminary Engineering Study from Bay Road to McDonald
491 Street
 - 492 3. Lake County Trails Master Plan "TAVA-DORA TRAIL" (SEE Exhibit A)
493

494 Each plan, and in particular, the Trails Master Plan called for connecting Down
495 Town Tavares with Down Town Mount Dora with a trail and a connector to the
496 YMCA (See Exhibit A).

497
498 The Horizon Team is exploring grant options to complete this trail and improve
499 the view shed along this corridor for the three modes of transportation (trains,
500 bikes and vehicles) One such Grant opportunity is the United States Department
501 of Transportation TIGER Grant program.

502
503 In order to apply for this grant, a comprehensive application is required which
504 includes full support from Tavares, Mount Dora, Lake County and the MPO as
505 well as a current preliminary concept design. The Horizon Team has reached out
506 to all three partners (Mount Dora, Lake County and the MPO) to gauge what
507 level of interest there is and thus far all potential partners seem interested in
508 continuing to explore this project and pursuing grant opportunities.

509
510 The MPO is interested in taking a leadership role by updating the previously
511 completed studies between the two Cities and will be developing a scope of work
512 and estimated cost to do the work. Once that is complete, the scope and cost will
513 be presented to the partners for consideration in parting on.

514
515 The MPO Director is present to add additional information and answer any
516 questions. Staff recommends that City Staff and the Horizon Project Team
517 continue to work with the MPO and partners to move this initiative forward. There
518 are no fiscal impacts at this time, however it is anticipated that after the scope
519 and fee have been negotiated, Tavares will be requested to participate financially
520 its share. That request will be brought back to the Council at a later date.

521
522 TJ Fish, Executive Director, Lake Sumter MPO, provided a high level overview and said that
523 FDOT has provided planning funds for a consultant to assist with a project information
524 application package utilized in qualifying for federal and state funding that could be utilized for
525 each phase of a complete corridor/streets project: planning, engineering and right of way. Once

526 that is completed it will come back to Council for project prioritization. TJ Fish said he would like
527 to have access to both state and federal funding, and noted that state funding would require a
528 50% local match outside of a TIGER grant. Mr. Fish provided an overview of the Green
529 Mountain Scenic Byway and said there is a possibility of extending that designation into or
530 through Tavares.

531
532 Mr. Drury said that the city has been successful in the past securing such funds with an 18
533 million dollar upgrade to the entire railroad spine from Mount Dora, through Lake County and
534 into Orange County including reconstruction of the Dora Canal bridge. He said Tavares has
535 taken a leadership role in getting projects going, and the MPO has taken a leadership role in
536 getting the partners together. He said Mr. Fish did an excellent job getting Orange County, the
537 City of Orlando, Lake County, Mount Dora, Eustis, Tavares all together to sign a multi-
538 jurisdictional agreement to move forward and complete that project.

539
540 Mr. Drury said the corridor is a similar project on a more localized level and the Old 441/Alfred
541 Street extension into Mount Dora needs attention. Together will all of the partners and MPO's
542 leadership it will be a great project for not only the golden triangle area but for all of Lake County
543 by connecting the two cities and creating a destination for our area.

544
545 Mr. Fish said the trail project to Mount Dora will eventually connect to the Central Florida Coast
546 to Coast trail which is a 250 mile trail that is 80% built between Cape Canaveral Seashore and
547 Titusville all the way to St. Petersburg. He said the biggest gap in the system is in Lake and
548 Sumter counties.

549
550 Mayor Pfister thanked Mr. Fish and said this is another exciting project and the TIGER grant
551 would be helpful.

552
553 Mayor Pfister asked Council for questions. There were none.

554 **XII. OLD BUSINESS**

555
556
557 None.

558 **XIII. NEW BUSINESS**

559
560
561 Mayor Pfister read an anonymous letter from a resident regarding a random act of kindness by
562 Michael Aten who 'paid it forward' by mowing a block of lawns along St. Clair Abrams Avenue.
563 Ms. Pfister thanked Mr. Aten.

564
565 **Mayor Pfister adjourned the meeting for a break at 4:56 p.m.; Mayor Pfister reconvened**
566 **the meeting for the Public Hearing of the Fiscal Year 2016-2017 Millage and Budget at**
567 **5:04 p.m.**

568 **IX. PUBLIC HEARING – FISCAL YEAR 2016-2017 MILLAGE & BUDGET – READING OF** 569 **MILLAGE & BUDGET RESOLUTIONS – 5:05 P.M.**

570 **Tab 5) Resolution 2016-15 – Final Millage Rate – FY 2016-2017**

571
572
573

574 Ms. Novack read Resolution 2016-15 in its entirety:

575

576

RESOLUTION 2016 - 15

577

578

A RESOLUTION ADOPTING A FINAL MILLAGE RATE OF 7.1000 FOR THE CITY OF TAVARES, FLORIDA, FOR AD VALOREM TAXES FOR FISCAL YEAR 2016-2017; SETTING FORTH THE PERCENT BY WHICH THE MILLAGE RATE IS GREATER THAN THE "ROLLED-BACK" RATE.

579

580

581

582

583

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAVARES, FLORIDA:

584

585

586

WHEREAS, the City of Tavares of Lake County, Florida on September 7, 2016, adopted the 2016-2017 Fiscal Year Tentative Millage Rate following a public hearing as required by Florida Statute 200.065.

587

588

589

590

WHEREAS, the City of Tavares of Lake County, Florida, following due public notice as required by law, held a second public hearing on September 21, 2016, as required by Florida Statute 200.065 on the 2016-2017 Millage Rate; and

591

592

593

594

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Lake County has been certified by the County Property Appraiser to the City of Tavares as \$738,313,622.

595

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597

598

NOW THEREFORE, BE IT RESOLVED by the City of Tavares of Lake County, Florida, that:

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601

1. The City of Tavares Fiscal Year 2016-2017 operating millage rate to be levied is hereby set at 7.1000 mills, which millage rate is greater than the rolled back rate of 6.3762 by 11.35%.

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2. The voted debt service millage rate is set at .3680 mills for Fiscal Year 2016-2017.

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608

3. This Resolution will take effect immediately upon its adoption.

609

610

PASSED AND RESOLVED this 21st day of September 2016 by the City Council of the City of Tavares, Florida.

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612

613

Mr. Drury noted the following budget workshops and hearings were conducted:

614

615

- June 15th – City Council Budget Workshop – (General Fund Presentation)
- July 6th – City Council Budget Workshop – (Enterprise Funds and Special Revenue Funds Presentation)
- July 20th – City Council Budget Workshop (CIP Presented) and City Council sets Maximum Tentative Millage
- August 3th – City Council Budget Workshop

616

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- 621 • August 17st – City Council Budget Workshop
622 • September 7th – City Council Public Hearing to adopt Tentative Millage and Tentative
623 Budget.
624

625 Mr. Drury said this is the two final public hearings on the Millage Rate and Budget. The first
626 public hearing is for the Millage Rate which calls for a slight increase .48 mills for the property
627 tax rate, and a slight decrease of .0378 mills on the voted debt service millage rate. The
628 combined impact of those two millage rates is an increase of \$3.71 per month on a
629 homesteaded house valued at \$150,000 or \$44.46 for the ensuing year.
630

631 Ms. Houghton provided a highlight of the millage rate including the following:
632

633 *Ms. Houghton stated for the record that as per required by Florida Statutes an*
634 *advertisement was held in the Daily Commercial on Sunday, September 18,*
635 *2016, advertising the budget, the millage rate, the millage rate increase and the*
636 *budget itself.*

637 *Final Budget for the General Fund provides for a Millage Rate of 7.1000 mills and*
638 *is balanced at \$16,326,530, with the following assumptions and details:*

- 639 • *Ad valorem millage rate of 7.100 mills which is 11.35% above the rollback rate of*
640 *6.3762 mills, and .48 mills more than the current millage rate of 6.6166 mills or*
641 *7.3% above the current millage rate.*
642 • *An assessed taxable property value of \$738,313,622 which is an increase of*
643 *9.44% in value (unadjusted for TIF) from the prior year.*
644 • *A Fire Assessment at 100% of assessed costs. Rates remain unchanged from*
645 *the prior year.*
646 • *A balanced Final General Fund Budget of \$16,326,530.*
647 • *4% Pay Increase for all employees*
648 • *FRS employer contributions are budgeted at blended rates as rate increases are*
649 *effective July 1, 2016 (7.659% Regular Class & 22.269% Senior Management*
650 *Class).*
651 • *Increase in staffing – one full-time; one part-time:*
652 1. *General Fund:*
653 • *Human Resource Assistant – part-time position*
654 • *Street Maintenance Worker – full-time with hire date on*
655 *or after April 1, 2017.*
656 • *The Fire Pension contribution rate is budgeted at 19.86%*
657 • *The Police Pension contribution rate is budgeted at to 18.10%.*
658 • *Health insurance is budgeted at an overall blended increase of 7.65% over prior*
659 *year premium rates.*
660 • *An overall workers' compensation rate increase of 5%.*
661 • *An overall general liability rate increase of 10%.*
662 • *The Final Budget also includes:*
663 ✓ *A signature fall event (Boo Festival)*
664 ✓ *Art in Square*
665 ✓ *Civic Center ADA Upgrades*
666 ✓ *Community Grants*
667 ✓ *Gateway Sign*

- 668 ✓ *Ruby Street Overhead Lines relocation to underground*
- 669 ✓ *Sidewalk Construction and Repairs*
- 670 ✓ *Road Paving*
- 671 ✓ *Library Expansion Design*

- 672 • *The Final Budget maintains a similar level of service.*

673
674 Mayor Pfister opened the hearing to public comment. There was none.

675
676 **MOTION**

677
678 **Kirby Smith moved to approve Resolution 2016-15, seconded by Bob Grenier. The**
679 **motion carried unanimously 5-0.**

680
681 **Tab 6) Resolution 2016-16 – Final Budget – FY 2016-2017**

682
683 Ms. Novack read Resolution 2016-16 in its entirety:

684
685 **RESOLUTION 2016 - 16**

686
687 **A RESOLUTION ADOPTING THE FINAL BUDGET FOR THE CITY OF**
688 **TAVARES, FLORIDA, FOR THE FISCAL YEAR 2016 - 2017.**

689
690 BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
691 TAVARES, FLORIDA:

692
693 WHEREAS, a public hearing on the tentative 2016-2017 budget
694 was held at the Tavares City Hall Council Chambers in the City of Tavares,
695 Florida, Lake County, Florida on Wednesday, September 7th, 2016 at 5:05 p.m.,
696 as required by Florida Statutes 200.065; and

697
698 WHEREAS, the general public was given an opportunity to
699 express its views pertaining to the tentative budget, and

700
701 WHEREAS, the City Council approved the tentative budget for
702 2016-2017, and

703
704 WHEREAS, a second public hearing on the proposed 2016-2017
705 budget was held in the Council Chambers at the Tavares City Hall, 201 East
706 Main Street in the City of Tavares, Florida, on Wednesday, September 16, 2016,
707 at 5:05 p.m.,

708
709 NOW, THEREFORE, BE IT RESOLVED that the Budget for 2016-
710 2017 fiscal year for the City of Tavares, Florida is hereby adopted by the Tavares
711 City Council in the amount of \$39,410,202 at public hearing this 21st day of
712 September, 2016.

713
714 This resolution will take effect immediately upon its adoption.

715

716 Mr. Drury said that after holding five budget workshops and a public hearing on September 7,
717 2016, the Council crafted a budget supported by their previously adopted millage rate for
718 FY2017 beginning October 1, 2016 and ending September 30, 2017.

719
720 Ms. Houghton said for the record the budget was advertised in the Sunday, September 18, 2016
721 edition of the Daily Commercial including the full budget with all funds included. The final
722 budget includes a General Fund budget of \$16,326,530. Based on assessed property values of
723 \$738,313,622 a millage rate previously adopted of 7.100 mils, the budget includes a 4% pay
724 increase for employees, all pension plan contributions are budgeted at the actuarial required
725 amount and health insurance is budgeted at overall 7.65% increase. Several projects are
726 included in the budget.

727
728 Mayor Pfister opened the hearing to public input.

729
730 Robert Wolfe, 1308 Lakeshore Boulevard, said he would like to see the pavers in front of City
731 Hall placed back into the budget as they are uneven and a tripping hazard. He estimated the
732 cost to repair at \$10,000 and said there are monies in the sidewalk and roads budgets.

733
734 Mr. Drury said that if Council would like to put the paver bricks back into the budget without
735 raising the budget, then Council will need to agree that the item that is cut (City Hall brick
736 pavers) be put as an eligible expense under the existing sidewalk program with no dollar
737 increase.

738
739 Vice Mayor Smith noted his concern that there may be more pressing safety issues with
740 sidewalks throughout the city. Mr. Drury said staff can bring back identified sidewalk projects for
741 Council to prioritize in the next fiscal year.

742
743 Councilmember Singer, Councilmember Johnson and Councilmember Grenier noted their
744 support in repairing the brick pavers at City Hall and placing in the sidewalk program budget.

745
746 Vice Mayor Smith asked if it will compete with other sidewalk needs; Mr. Drury confirmed.

747
748 **MOTION**

749
750 **Kirby Smith moved approve Resolution 2016-16, with the said changes of moving the**
751 **pavers into the sidewalk program to be evaluated with the sidewalks, seconded by Bob**
752 **Grenier.**

753
754 Mayor Pfister noted her concern that this may be a more pressing item that needs to be
755 addressed immediately and that it would be prioritized with other sidewalks. Mr. Thompson said
756 that it would qualify at the top of the program and would have to go through a bid process.

757
758 Councilmember Grenier noted there are only two weeks left in the current fiscal year and could
759 be addressed immediately.

760
761 **The motion carried unanimously 5-0.**

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763 **XIV. AUDIENCE TO BE HEARD**

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Betty Burleigh

Ms. Burleigh said the inventor of the Vactron Truck is Don Buckner who is a 1980 graduate of Tavares High School. She said he was the president of his Sr. Class and quarterback on the football team. Ms. Burleigh noted his many professional accomplishments.

Vance Jochim

Mr. Jochim noted his concern regarding a recent Planning and Zoning Board meeting and suggested public input should be allowed at both ordinance readings and include local resident mitigation issues when approving development. He suggested adding the fiscal impact to the agenda descriptions on the agenda.

Mayor Pfister and Mr. Drury noted the valid public purposes for having one discussion including time for the public and Council to research and do their due diligence on an upcoming item.

XV. REPORTS

Tab 17) City Administrator

- Noted that the Tavares High School Homecoming Parade (September 23, 2016) and Rifles, Rails and History event were coming up (September 23-25, 2016).

Attorney Williams said Tavares has one of the best Planning and Zoning Boards. He noted the last planning and zoning meeting consisted of approximately 30 audience members, many of which testified. During the hour plus long meeting the board took input, asked questions and the developer met with a number of people after the meeting to answer questions. He said from his perspective the Tavares Planning and Zoning Board is a good functioning board.

Tab 18) Council Reports

Councilmember Grenier

- Provided information and an update on the upcoming Rifles, Rails and History event to be held in Wooton Park on September 23-25, 2016.

Councilmember Johnson

- Noted Tavares' Break Point Alley hosted the Special Olympics Bowling Tournament this past weekend. She said Ms. Adrian Vinyard, (voted Lake County Teacher of the Year) was present and her daughter, Jordan, received 1st place.

Councilmember Singer

- Thanked staff for their hard work and commitment in putting together a budget that Council could approve, and thanked the citizens who contacted him regarding budget and millage concerns.

812 • Noted September 22nd is the first day of Fall.

813

814 Vice Mayor Smith

815

816 • Noted it is Tavares High School Homecoming week and invited everyone to attend the
817 upcoming volleyball game on Thursday night and football game Friday night. He noted it
818 is his 30 year homecoming.

819 • Today is National Pecan Cookie Day.

820

821 Mayor Pfister

822

823 • Noted she will be a homecoming parade judge.

824

825 **ADJOURNMENT**

826

827 There was no further business and the meeting was adjourned at 5:45 p.m.

828

829 Respectfully submitted,

830

831

832

833 _____
Susie Novack, MMC/FCRM

834 Deputy City Clerk