

**CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
AUGUST 18, 2010
CITY COUNCIL CHAMBERS**

COUNCILMEMBERS PRESENT

ABSENT

Robert Wolfe, Mayor
Lori Pfister, Vice Mayor
Bob Grenier, Councilmember
Sandy Gamble, Councilmember
Kirby Smith, Councilmember

STAFF PRESENT

John Drury, City Administrator
Bob Williams, City Attorney
Nancy Barnett, City Clerk
Bill Neron, Economic Development Director
Chief Lubins, Police Department
Jacques Skutt, Director of Community Development
Chief Richard Keith, Fire Department
Chris Thompson, Interim Public Works Director
Tamera Rogers, Director of Community Services
Brad Hayes, Director of Utilities
Alisha Maraviglia, Senior Planner
David Meyers, Police Lieutenant

I CALL TO ORDER

Mayor Wolfe called the meeting to order at 4:05 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Chief Keith gave the invocation and those present recited the pledge of allegiance.

III. APPROVAL OF AGENDA

MOTION

Bob Grenier moved for approval of the Agenda, seconded by Sandy Gamble. The motion carried unanimously, 5-0.

IV. APPROVAL OF MINUTES

1
2 **MOTION**
3

4 **Kirby Smith moved for approval of the July 20, 2010 City Council Special Meeting,**
5 **seconded by Sandy Gamble. The motion carried unanimously, 5-0.**
6

7 **V. PROCLAMATIONS/PRESENTATIONS**
8

9 None.
10

11 **VI) SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE CONTACTS**
12

13 Attorney Williams noted there are two items on the agenda that are quasi judicial (Tab 4)
14 Ordinance 2010-16, Annexation, 15125 Classique Lane; Tab 5) Ordinance 2010-17, Small
15 Scale Future Land Use Amendment, 15125 Classique Lane). Attorney Williams swore in those
16 who will be providing testimony on either of the land use matters.
17

18 Attorney Williams asked Council if any members have had any ex parte communications to
19 disclose; there were none.
20

21 **VII) READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**
22

23 Ms. Novack read the following ordinances and resolution by title only:
24

25 **ORDINANCE 2010-18**
26

27 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE**
28 **CITY OF TAVARES CODE OF ORDINANCES, SECTION 13-63; SECTION 13-**
29 **64 AND SECTION 13-65; REQUIRING THAT DRIVERS BE AT LEAST 16**
30 **YEARS OF AGE AND DELETING THE REQUIREMENT FOR A DRIVERS**
31 **LICENSE; PROVIDING FOR SEVERABILITY AND PROVIDING AN**
32 **EFFECTIVE DATE.**
33

34 **ORDINANCE 2010-16**
35

36 **AN ORDINANCE AMENDING THE BOUNDARIES OF THE CITY OF**
37 **TAVARES, FLORIDA, BY ANNEXING APPROXIMATELY 1.4 ACRES OF**
38 **LAND GENERALLY LOCATED ON THE EAST SIDE OF CLASSIQUE LANE**
39 **APROXIMATELY 500 FEET SOUTH OF THE INTERSECTION OF EAST**
40 **BURLEIGH BOULEVARD AND CLASSIQUE LANE; SUBJECT TO THE**
41 **RULES, REGULATIONS AND OBLIGATIONS ORDAINED BY THE CITY OF**
42 **TAVARES COUNCIL; PROVIDING AN EFFECTIVE DATE.**
43

44 **ORDINANCE 2010-17**

1
2 AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE
3 TAVARES COMPREHENSIVE PLAN FUTURE LAND USE MAP 2010,
4 PROVIDING FOR A CHANGE OF THE FUTURE LAND USE DESIGNATION
5 ON APPROXIMATELY 1.4 ACRES OF LAND LOCATED ON THE EAST SIDE
6 OF CLASSIQUE LANE, APPROXIMATELY 500 FEET SOUTH OF THE
7 INTERSECTION OF EAST BURLEIGH BOULEVARD AND CLASSIQUE
8 LANE; FROM LAKE COUNTY URBAN TO CITY COMMERCIAL; PROVIDING
9 FOR SEVERABILITY AND CONFLICTS; PROVIDING FOR TRANSMITTAL;
10 AND PROVIDING FOR AN EFFECTIVE DATE.

11
12 **ORDINANCE 2010-12**

13
14 AN ORDINANCE AMENDING THE CITY OF TAVARES CHARTER
15 PERTAINING TO TERMS AND ELECTIONS OF COUNCILMEMBERS;
16 PROVIDING FOR FIVE (5) COUNCIL SEATS TO BE ELECTED AT LARGE;
17 CHANGING THE TERM OF OFFICE FOR COUNCILMEMBERS FROM TWO
18 (2) YEARS TO FOUR (4) YEARS; PROVIDING FOR TRANSITION;
19 PROVIDING FOR REFERENDUM; PROVIDING FOR AN EFFECTIVE DATE.

20
21 **RESOLUTION 2010-07**

22
23 A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AMENDING THE
24 2010 FISCAL YEAR ADOPTED BUDGET FOR THE CITY OF TAVARES,
25 REPRESENTING ADJUSTMENTS TO THE ADOPTED BUDGET AND
26 PROVIDING FOR A REPEALER, SEVERABILITY AND AN EFFECTIVE DATE.

27
28 **VIII) CONSENT AGENDA**

29
30 Mayor Wolfe asked if any audience member would like to discuss any items on the consent
31 agenda.

32
33 Mayor Wolfe asked if Council would like to pull any items on the consent agenda for discussion.

34
35 **MOTION**

36
37 Kirby Smith moved for approval of the consent agenda [Tab 2) Library Internet Policy],
38 seconded by Bob Grenier. The motion carried unanimously, 5-0.

39
40 **IX. ORDINANCES/RESOLUTIONS – PUBLIC HEARING**

41
42 **Ordinances – Second Reading**

1 **Tab 3) Ordinance 2010-18 – Amendment to Golf Cart Ordinance to Not Require Drivers**
2 **License**

3
4 Mr. Drury said this is the second reading for Ordinance 2010-18. City Council previously
5 instructed staff to bring back an amendment to the golf cart ordinance which would include a
6 minimum driving age of 16 years old but would not require a drivers license to operate a golf
7 cart in Tavares. Mr. Drury said he and Attorney Williams are available for questions.

8
9 Mayor Wolfe asked for comments from Council.

10
11 Mayor Wolfe asked for comments from the audience.

12
13 Councilmember Grenier stated for the record that he opposes Ordinance 2010-18 as a 16 year
14 old without a driver license may not have had any training on the rules of the roads or sign
15 usage.

16
17 **MOTION**

18
19 **Lori Pfister moved for approval of Ordinance 2010-18, seconded by Kirby Smith. The**
20 **motion carried 3-2 as follows;**

21
22 **Robert Wolfe: Yes**
23 **Lori Pfister: Yes**
24 **Sandy Gamble: No**
25 **Bob Grenier: No**
26 **Kirby Smith: Yes**

27
28 **Tab 4) Ordinance 2010-16 – Annexation – 15125 Classique Lane**

29
30 Jacques Skutt said the property (1.4 acres) is located on the east side of Classique Lane and
31 south of US441 and across from the Classique Bowling Center. He said a small metal industrial
32 building is located on the property and divided into three rental units. The property is zoned
33 Planned Commercial Development within the county which permits most of the same uses that
34 would be allowed by the city commercial zonings, warehousing and light industrial. The owner
35 acknowledges that the most appropriate future land use for the property is commercial and is
36 concurrently applying for a Small Scale Future Land Use Amendment (Ordinance 2010-17).
37 The owner is not seeking a specific underlying city zoning at this time but will do so prior to
38 redevelopment or enlargement of the existing building. Until that time the allowable uses for the
39 property will be broadly governed by the commercial future land use designation. The light
40 industrial warehousing storage and other uses established by the present county zoning will be
41 grandfathered and allowed to continue until a new zoning has been designated. The
42 annexation of the property meets all statutory requirements for a voluntary annexation and the
43 Planning and Zoning Board voted unanimously to recommend approval. Staff recommends
44 approval of Ordinance 2010-16.

1
2 Mayor Wolfe asked for comments from the audience.

3
4 Mayor Wolfe asked for comments from council.

5
6 Councilmember Smith asked if the easement is contiguous from Classique Lane all the way to
7 the bowling alley. Mr. Skutt confirmed and said the existing easement will not be altered by
8 annexing the property. Attorney Williams said the city is not assuming responsibility to maintain
9 the road or utilities in the easement until and unless they are brought up to city standards.

10
11 **MOTION**

12
13 **Kirby Smith moved to approve Ordinance 2010-16, seconded by Bob Grenier. The**
14 **motion carried unanimously, 5-0.**

15
16 **Tab 5) Ordinance 2010-17 – Small Scale Future Land Use Amendment – 15125 Classique**
17 **Lane**

18
19 Mr. Skutt said Ordinance 2010-17 is the same property as previously discussed and is a Small
20 Scale Future Land Use Amendment to the Comprehensive Plan. The commercial designation
21 is most compatible to the surrounding properties. The impact on city services will be minimal.
22 The Planning and Zoning Board unanimously recommended approval and staff recommends
23 approval.

24
25 **MOTION**

26
27 **Bob Grenier moved for approval of Ordinance 2010-17, seconded by Kirby Smith. The**
28 **motion carried unanimously, 5-0.**

29
30 **Tab 6) Ordinance 2010-12 – Charter Referendum – Four Year Terms**

31
32 Mr. Drury said that Council asked staff to bring back a charter referendum for the 2010 election
33 ballot that would change the terms of councilmembers from two to four years. He said that if
34 passed, the candidates for the 2010 election would receive a four year term to 2014, and the
35 candidates whose terms are up for reelection in 2011 would have those terms extended to the
36 2012 election. He said one of the primary reasons for bringing this ordinance forward is a cost
37 cutting measure which will save the city \$10,000 on those years which do not coincide with the
38 county elections. Mr. Drury said that he and the City Attorney are available for questions.

39
40 Mayor Wolfe asked for comments from the audience.

41
42 Mayor Wolfe asked for comments from Council.

43
44 **MOTION**

1
2 **Lori Pfister moved to approve Ordinance 2010-12, seconded by Bob Grenier. The motion**
3 **carried unanimously, 5-0.**

4
5 **Resolutions**

6
7 **Tab 7) Resolution 2010-07 – Budget Amendment**

8
9 Ms. Houghton said Resolution 2010-07 represents appropriations from the fund balance of
10 adopted operating fund increases to the adopted budget for Fiscal Year 2010. It also includes
11 all transfers between line item accounts. This is the fourth amendment to the budget.
12

13 **MOTION**

14
15 **Sandy Gamble moved to approve Resolution 2010-07, seconded by Kirby Smith. The**
16 **motion carried unanimously, 5-0.**

17
18 **X. GENERAL GOVERNMENT**

19
20 **Tab 8) Approval of Request for Proposals for Gateway Signs**

21
22 Mr. Skutt provided a PowerPoint presentation and said that Wilesmith Advertising completed the
23 design of the public wayfinding system for the city and on May 5, 2010 Council instructed staff
24 to issue a Request for Proposal for the engineering, fabrication and installation of these signs.
25 The city received proposals from fifteen firms and a ranking committee was formed; Tamera
26 Rogers, Joyce Ross and Alisha Sullivan (Project Manager). The proposals were reviewed on
27 the basis of technical skill, experience and creativity. The committee unanimously ranked Don
28 Bell Sings of Port Orange as the firm with the best proposal. The public wayfinding program
29 calls for three kiosk signs, three main directional signs, seven vehicular directional signs and
30 two gateway signs. Staff is proposing this be a multiyear project beginning in 2010 with the
31 three kiosk signs (Phase I) and three main directional signs (Phase II). Don Bell quoted
32 \$31,767 for a basic sign package for the kiosks and main directional signs. This price was for a
33 non illuminated one sided direction sign and staff is recommending that the city upgrade the
34 signs to be two sided and illuminated which would add another \$10,000 to the cost with possible
35 extra incidental costs such as running underground electrical power or surveying the right of
36 way. The final cost of the kiosks and main directional signs is estimated at \$50,000. Staff
37 recommends that Council approve the committee ranking and allow the staff to negotiate a
38 contract with Don Bell Sings and to authorize a maximum expenditure of \$50,000 from the
39 Infrastructure Sales Tax Fund (available balance of \$349,223) to put in place three kiosk signs
40 and three main directional signs. Mr. Drury provided a brief summary of the wayfinding sign
41 program.
42

43 Councilmember Smith asked why Treadway Industries was less in cost but ranked 4th on the
44 list. Ms. Maraviglia said Treadway Industries was ranked lower because of the type of materials

1 they were proposing to use. She said there is such a large price range from the different
2 vendors due to their proposed signage materials.

3
4 Councilmember Gamble asked if the agreement would obligate the city in the future sign phases
5 to be implemented. Mr. Drury said Phase I includes the kiosks and Phase II includes the three
6 directional signs (St. Clair Abrams/US441, Sinclair Avenue/US441, Alfred Street/SR19). He
7 said Phases III and IV (signs throughout the community and gateway signs) would be
8 considered in a future year and depending on funding.

9
10 Councilmember Smith noted his concern that the kiosk signs would quickly become outdated
11 given the growth rate of the city and asked if their faces were changeable. Ms. Maraviglia
12 confirmed. Mr. Drury said the contract negotiation would include a fixed price for the changes to
13 the kiosk signs. Mr. Smith suggested that the city implement a policy to update the kiosk signs
14 every other month or quarterly. Mr. Drury said the city is hopeful that a partnership will be
15 created with the Downtown Business Group and Chamber of Commerce to be the liaison on
16 developing such a policy.

17
18 Vice Mayor Pfister inquired about a local preferential program. Mr. Drury said the city does not
19 currently have a local preferential program and that was not a consideration in the ranking
20 process. He noted that the county recently considered implementing a local vendor program
21 but decided not to pursue the program. There was a brief discussion on the pros and cons of a
22 local preferential program.

23
24 Councilmember Smith asked if a completion time can be included in the contract negotiations.
25 Mr. Drury confirmed.

26
27 Mayor Wolfe asked for comments from the audience.

28
29 Denise Laratta noted her concern that the type of materials was not include in the RFP so that
30 all of the vendors were bidding on the same materials/signs and that price was not included as a
31 main consideration. She suggested in the future that local vendors be provided an opportunity
32 to provide a quote based on the desired materials so that they can be more competitive.

33 Attorney Williams said that in order to provide the desired type of material the city would have
34 had to hire a materials engineer as the city is venturing into a specialty area. He said he is not
35 comfortable taking a proposal that one particular sign company has recommended and then
36 shopping it out to other vendors. He said the city provided the performance requirements and
37 asked the vendors to engineer and plan the signage to meet those requirements.

38
39 Linda Bennett, Vice President, Chamber of Commerce, noted their preference that the kiosk
40 and main directional signs be completed first. Mr. Drury confirmed that those are the signs
41 before Council for approval.

42
43 Norman Hope, Fox Run, noted his concern that price and financing is not a main concern. He
44 said it is his preference that the vendors bid on the same product. He asked if the propeller

1 depicted on the sign renderings is stationary. Ms. Maraviglia confirmed that the propellers are
2 stationary and said that while cost was not a ranked criteria it was considered. Mr. Drury said
3 price was a consideration and noted that the city could have hired an engineering firm to design
4 and engineer the signage and then taken it out to bid. He said the city chose to let the
5 marketplace and businesses who specialize in the product provide the design and engineering
6 recommendation.

7
8 Councilmember Smith asked if the signs were budgeted for the current fiscal year. Mr. Drury
9 said no.

10
11 Ms. Laratta asked if there is a difference in the life expectancy in the different materials. Ms.
12 Maraviglia confirmed and said the materials and weathering of the signs was a consideration.

13
14 Discussion was held regarding the differences in an RFP and an RFQ processes. Mr. Rumble
15 provided a brief summary of the different bidding processes and requirements.

16
17 Councilmember Gamble asked what other project in which funds from the Infrastructure Sales
18 Tax Fund can be used. Ms. Houghton said those funds can be used for any capital needs that
19 the city may have and the debt service related to those capital items. Councilmember Gamble
20 noted his preference for road repair over signage. Councilmember Smith expressed a need for
21 the city to draw traffic from US441 toward the downtown.

22
23 **MOTION**

24
25 **Kirby Smith moved to approve the number one ranked firm Don Bell Signs and**
26 **authorized staff to negotiate a contract with a time frame included plus pricing to bring**
27 **back to Council for approval for Phases I and II. The motion was seconded by Sandy**
28 **Gamble.**

29
30 Sandy Gamble said as a point of clarification that the recommendation included in the agenda
31 packet was also to allow staff to negotiate a contract with the second and third ranked firm (in
32 order of their ranking) if Don Bell signs elects not to participate.

33
34 Councilmember Grenier commended the committee. Mr. Grenier said he would like to see the
35 designated entertainment and historic districts incorporated in the signs.

36
37 **The motion carried unanimously, 5-0.**

38
39 Councilmember Smith said that in the future he would like more time to review such agenda
40 items and to include a larger summary of a committee finding as to why one firm was picked
41 over another so that he can have a better understanding of the decision making process.

42
43 **Tab 9) Interlocal Agreement with Lake County for Library Expansion Impact Fees Award**

1 Ms. Rogers stated that once the Events Pavilion is completed, it is anticipated that the Civic
2 Center may be available for possible expansion of the Library. She said staff has pursued a
3 non matching grant with Lake County and the city was awarded a \$40,000 impact fee award to
4 hire an engineering firm to develop an expansion plan.

5
6 Mayor Wolfe asked for comments from the audience.

7
8 **MOTION**

9
10 **Bob Grenier moved to approve Option 1 [Enter into an Interlocal Agreement with Lake**
11 **County to accept the library impact fee award for the purpose of planning and designing**
12 **a potential expansion of the library into the civic center.], seconded by Kirby Smith. The**
13 **motion carried unanimously, 5-0.**

14
15 **Tab 10) Award of Bid to Second Ranked Vendor for Alleyway Pavers**

16
17 Mr. Thompson presented the following summary;

18
19 The Objective is to enter into a legal contract to brick pave four alleyways within the City;
20 Alley 3, 7, 8A and 8B.

21
22 On October 7, 2009, Council directed staff to begin the bidding process for four alleyways
23 to be paved using pervious pavers. On December 16, 2009, Council approved Griffey
24 Engineering to do the design, surveying, and construction oversight of the project. During
25 the June 16th, 2010 City Council meeting, staff recommended and the City awarded a
26 contract in the amount of \$126,162 to the lowest bidder (Sunshine Hardscapes, Inc.)
27 utilizing the alternate design (aqua-flow pavers). This alternate design was chosen based
28 on the recommendation of Griffey Engineering to minimize rutting problems incurred with
29 the previously used base design.

30
31 However, Sunshine Hardscapes, Inc. was unable to obtain the Performance Bond for this
32 project and had to withdraw their bid. A Performance Bond is required by the City of
33 Tavares, as it guarantees the project can be completed (performed) if the contractor is
34 unable to. Not requiring a performance bond would put the City at risk should the
35 contractor fail to complete the project. Therefore, it has been the policy of the city to
36 require performance bonds and therefore Staff is now recommending that Council accept
37 and approve the second lowest bidder (utilizing the alternate design, aquaflow pavers),
38 submitted by Pillar Construction Group in the amount of \$152,929.05.

39
40 Mr. Thompson said staff recommends approval of the second bid and award the contract to
41 Pillar Construction Group in the amount of \$152,929.05 using the alternate material (aquaflow
42 pavers).

43
44 Councilmember Smith inquired about the Capital Project Funds. Ms. Houghton said these
45 funds are available due to the debt service issued (1.5 million) for the unpaved road paving
46 project and which came in under the estimated budget. Councilmember Smith asked if these

1 monies would be available to be used for road resurfacing if it would significantly extend the life
2 of the road. Ms. Houghton confirmed. Mr. Thompson said the city is currently resurfacing
3 seventeen road sections in the FY2010 budget. Ms. Houghton said if those roads are not
4 completed within the current year then they will roll forward to the next year. Mr. Smith asked if
5 approving these monies for the alley way project will affect the city's road improvement projects
6 for the current year or the next fiscal year in any way. Ms. Houghton said no.

7
8 Mayor Wolfe asked for comments from the audience.

9
10 Mayor Wolfe and Councilmember Grenier noted their preference for a performance bond.

11
12 **MOTION**

13
14 **Bob Grenier moved to re-award bid for the Alleyway Paving Project to the second lowest**
15 **bidder, seconded by Kirby Smith.**

16
17 Councilmember Smith stated for the record that the city has stated the project is not going to
18 affect any of the road paving projects.

19
20 **The motion carried unanimously, 5-0.**

21
22 **Mayor Wolfe called for a recess at 5:19; the meeting reconvened at 5:33**

23
24 **XI. Tab 11) FISCAL YEAR 2010-2011 BUDGET WORKSHOP**

25
26 Mr. Drury provided the following summary;

27
28 Previously the City Council discussed the proposed FY 11 Budget at its March 2, March
29 17th, July 28th and August 4th meetings. At the July 28th meeting the Council set the
30 tentative maximum millage rate at 6.95 mills which resulted in a balanced General Fund
31 budget of \$11,266,112. This equates to a \$695 tax payment for a homesteaded home
32 valued at \$150,000 ($\$150,000 - \$50,000 / 1000 \times 6.95$).

33
34 The General fund included those salient items identified on Exhibit A. The other
35 enterprise fund budgets were presented as follows:

- 36
37 1. Water/Wastewater/Reclaim \$6,697,149
38 2. Sanitation/Garbage \$2,350,825
39 3. Stormwater \$673,810

40
41 At the Council's August 4th Budget Workshop Council reviewed all budgets including
42 those cuts identified on exhibit (B) totaling \$2,998,093, and then asked that staff bring
43 back the following information at the next budget meeting:

- 44
45 1. Estimated cost to contract out 911 services to the Sheriff. (This will be available at the
46 next Budget Workshop on September 8, 2010.)

- 1
2 2. Information related to responding with a pick-up truck vs. a fire truck to medical calls.
3

4 Chief Keith said a smaller response vehicle of any kind would be a new service with
5 increased costs. Any existing vehicle would require significant alterations.
6

- 7 3. Information related to not responding to minor medical calls and letting EMS respond.
8

9 Chief Keith said the city is currently not responding to some minor medical calls. He
10 said Lake Sumter EMS dispatch service screens the calls and there are some that the
11 city does not have to respond. He said the city has been studying this concept but the
12 savings are minimal.
13

- 14 4. Information related to going from basic life support to advanced life support services
15

16 Chief Keith said he would like to see the city move toward providing Advanced Life
17 Support services and noted it is a new service with a cost to provide the service.
18

19 Councilmember Smith said it is his understanding that the city has the most up to date
20 dispatch equipment. Lt. Meyers confirmed and provided a brief history of the city's
21 Communications Center with its new equipment and state of the art technology. Mr.
22 Smith asked if Tavares has offered to provide dispatch services to other cities at a cost.
23 Lt. Meyers said that last year the City of Eustis entered into an Interlocal Agreement with
24 Tavares for shared backroom equipment and computer dispatch/records management
25 systems and the two cities currently share a lot of infrastructure. To implement a full
26 consolidation effort would require direction from all of the different Councils. He said the
27 city could charge other cities but there is currently no space to add infrastructure.
28

29 Councilmember Smith asked why Lake Sumter EMS dispatches the Fire Department
30 instead of the Tavares Dispatch Center. Chief Keith said Lake Sumter EMS provides
31 dispatch services for the entire Lake and Sumter Counties for all Fire and EMS at no
32 cost outside of county taxes. He said that because an ambulance is housed at Fire
33 Station 2, they do not charge the city for any services including incidentals such as
34 medical supplies etc. Chief Keith said the Tavares Fire Department is not sent in place
35 of EMS, but is part of a tiered system in order to assist an injured or ill person as quickly
36 as possible. Discussion followed about the makeup of the tiered first responder system
37 and its concept. Councilmember Smith said the citizens ultimately pay for supplies and
38 services through county taxes and charges to the insurance companies.
39

40 Councilmember Gamble asked Lt. Meyers if expanded dispatch service with the
41 neighboring cities can be incorporated during the design phase of the new Public Safety
42 Complex. Lt. Meyers confirmed and said the technology is scalable to accommodate an
43 increased need as many communities are using the same technology throughout the
44 state.
45

1 5. Information related to providing garbage service to the small mobile home parks
2

3 Mr. Drury said the City of Tavares provides residential garbage service and contracts out
4 commercial service. He said in the past there were issues providing garbage service to
5 small mobile home parks due to the size of the garbage trucks and the city then
6 contracted out this service. The city now has a smaller truck that can provide service to
7 the small mobile home parks and there would be a cost savings of up to \$70,000 per
8 year. He said the staff can try to negotiate an opt out/buy out of the current contract or
9 wait until the five year contract expires in a year. Councilmember Gamble provided a
10 brief history of the mobile home park garbage service.
11

12 **There was consensus from Council for staff to negotiate an opt/buy out of the**
13 **contract with Waste Management services to the small mobile home parks.**
14

15 6. Information related to water/sewer base rates for house rentals when vacant.
16

17 Mr. Drury said the city is researching an option to allow owners of vacant rental homes
18 to turn on and off their meter between rentals upon receipt of a written request and as
19 long as the statement of request includes the following verbiage;
20

21 *“As owner of the below residential rental properties I hereby request approval from the city to*
22 *turn on and off the city meters that serve those residential properties listed below during those*
23 *times when they are not rented (vacant) to assist me with my maintenance and preventative*
24 *maintenance work that requires water.*
25

26 *During times of vacancy I further:*

- 27 1. *Request that no city lock be placed on the meter.*
- 28 2. *Agree to pay the water bill captured by those meters.*
- 29 3. *Agree to pay for a new meter should I break it.*
- 30 4. *Waive any claims against the city for unauthorized taking of water through the unlocked*
31 *meter that serves my property.”*

32 Mr. Drury provided a Water/Sewer/Stormwater/Garbage residential monthly base rate and
33 services comparison between Tavares and Eustis. Councilmember Gamble inquired about the
34 annual city-wide clean-up. Robert Trueblood, Sanitation Supervisor, said the annual city-wide
35 cleanup occurs during the first week of the New Year.

- 36 7. An analysis of the cost for a vacant lot to remove a meter to get out of base rates vs. keeping a
37 meter (availability of water) and the associated base rate cost.(STAFF IS CONTINUING TO
38 PREPARE INFORMATION AND WILL BRING TO NEXT BUDGET WORKSHOP SEPTEMBER
39 8).

- 40 8. Time to review the Five Year Capital Plan.
41

1
2 Mr. Drury provided an item by item review of the Five Year Capital Plan.
3
4 Councilmember Gamble inquired about the lab equipment (Wastewater Facilities Equipment)
5 being purchased in the amount of \$4,000. Mr. Drury said a detailed list would be provided
6 during the next budget hearing including what items were purchased the previous year in the
7 amount of \$8,000.
8
9 Councilmember Smith asked about the Kubota mower in the amount of \$26,620. Ms. Rogers
10 said that amount includes the purchase of two Kubota movers at \$11,335 each and a 200 gallon
11 spray tank at \$3,950. Ms. Rogers said the existing Kubota mower is now costing more monies
12 to continue to replace parts and that staff can explore other brand options when purchasing.
13
14 Councilmember Smith inquired about lift station fencing. Mr. Drury confirmed that this will come
15 out of Wastewater Impact Fees. Mr. Hayes said the fence is for security and to enhance the look
16 of the lift station. He said the materials are purchased locally and installed in-house. Mr. Hayes
17 noted this purchase was scaled back the previous year as well.
18
19 Mayor Wolfe asked for comments from the audience.
20
21 Denise Laratta noted \$50,000 is being expended for alleyways and asked why there were no
22 paving projects included in the upcoming year. Ms. Houghton said the current year road paving
23 projects that are not completed will be rolled forward and the road paving plan will be amended.
24 Mr. Drury said there is a continuous road paving management program. He said the city has
25 conducted extensive road paving projects the past few years and there will be a break for the
26 next year while staff conducts an in-house update on the road paving program to determine and
27 rank the roads that will need to be paved over the next five to ten years. Ms. Laratta inquired
28 about the Kubota RTV included under New Equipment in the amount of \$14,500. Mr. Hayes
29 said the city has a program where the retention ponds are sprayed and the only way to access
30 the ponds safely is with an ATV.
31
32 Ms. Laratta noted that Council implemented base rates citywide so that everyone is paying for
33 the infrastructure they are using and asked why there is discussion to amend that requirement
34 for vacant properties when they are using the same infrastructure which incurs the same cost to
35 maintain. Mr. Drury said staff will be presenting that same analysis to the Council which will
36 include percentages of vacant homes and their impact on the infrastructure system along with
37 other options so that they can make an informed determination. Ms. Laratta said she hopes that
38 Council decides to make everyone who has the infrastructure pay for it.
39
40 Mr. Drury said that during the next budget workshop (September 8, 2010) staff will bring forward
41 information on dispatch services as well as answer Councilmember Gamble's questions
42 regarding the lab equipment. He asked Council to forward any additional questions they would
43 like to address during the next budget workshop to him so that staff can conduct any necessary
44 research.

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XII. OLD BUSINESS

None.

XIII. NEW BUSINESS

None.

XIV. AUDIENCE TO BE HEARD

Charlotte Hope asked who determines whether an RFP or an RFQ is used in the bidding process. Mr. Drury said it is ultimately his responsibility. Ms. Hope asked if Council can specify how they would like an invitation to bid submitted. Mr. Drury said he could bring options before Council during complex situations and make a recommendation. Mr. Rumble said he would like Council to be aware that RFQ's are governed by state statutes and are normally used in engineering situations. He said the city is not allowed to request a price for engineering services in an RFQ.

Ms. Laratta noted that the three 2010 candidates for Council had no opposition and said it shows how the community feels about them and the job they are doing. She gave her congratulations to Mayor Wolfe, Vice Mayor Pfister and Councilmember Grenier.

XV. REPORTS

Tab 12) City Administrator

- Ms. Rogers said the Downtown Business Development Committee will be hosting Art Walk Around Town on Friday, August 20, 2010 from 5:30 p.m. to 8:30 p.m.
- Mr. Hayes provided a PowerPoint picture presentation of the completed Tavares Nature Park drainage project.

Tab 13) City Council

Vice Mayor Pfister

None.

Councilmember Gamble

- Councilmember Gamble asked Mr. Thompson to compose a list of the 17 road resurfacing projects for the Councilmembers.

- 1 • Councilmember Gamble said that the Ocala Rotary Complex will be hosting the Cal
2 Ripkin League World Series for 12 year and under this weekend.
3
4 • Councilmember Gamble suggested providing a 2% COLA increase to the employees
5 beginning October 1 in the 2010/2011 Fiscal Budget. He said that \$80,855 would need
6 to either come from reserves or taken out of a line item.
7

8 **Councilmember Grenier**
9

- 10 • Councilmember Grenier commended Ms. Rogers and Mr. Hayes on their work at the
11 Tavares Nature Park.
12
13 • Councilmember Grenier said he would like to bring back the Hickory Point Annexation
14 for discussion after the budget process has been completed.
15

16 **Councilmember Smith**
17

18 None.
19

20 **Mayor Wolfe**
21

- 22 • Mayor Wolfe commended staff on their work the past weekend with the Florida Junior
23 Bass Master Tournament at Wooton Park. He said 70 children throughout the state
24 attended and Master Sneldon from Tavares won the tournament. (18 lbs in two days)
25 He will move on to the Southern Division Championship in Louisville, Kentucky.
26
27 • Councilmember Gamble commended Mayor Wolfe, Vice Mayor Pfister and
28 Councilmember Grenier for having no candidate opposition.
29

30 **Adjournment**
31

32 There was no further business and the meeting was adjourned at 6:45 p.m.
33

34 Respectfully submitted,
35
36
37

38 _____
39 Susie Novack, C.M.C.
Deputy City Clerk