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**CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
FEBRUARY 16, 2011
CITY COUNCIL CHAMBERS**

COUNCILMEMBERS PRESENT

ABSENT

Robert Wolfe, Mayor
Bob Grenier, Vice Mayor
Sandy Gamble, Councilmember (until 5:07 p.m.)
Lori Pfister, Councilmember
Kirby Smith, Councilmember

STAFF PRESENT

John Drury, City Administrator
Lori Houghton, Finance Director
Bob Williams, City Attorney
Nancy Barnett, City Clerk
Bill Neron, Economic Development Director
Lori Tucker, Human Resources 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

I. CALL TO ORDER

Mayor Wolfe called the meeting to order at 4:00 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

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

IV. APPROVAL OF MINUTES – February 2, 2011

MOTION

1
2 **Sandy Gamble moved for the approval of the minutes of February 2, 2011 as submitted, seconded by**
3 **Bob Grenier. The motion carried unanimously 5-0.**

4
5 **V. PROCLAMATIONS/PRESENTATIONS**

6
7 **Tab 2) Commissioner Sean Parks**

8
9 Commissioner Parks stated as Commissioner for District 2 although he did not represent Tavares he still
10 felt that he represented the City and that he believed communication was important. He invited Council to
11 contact him with any questions. He said he would try to attend Council meetings as often as possible. He
12 said economic development is extremely important for the County and that he believed Tavares is the
13 model for economic development.

14
15 Councilmember Smith said he believed the rail initiative needed Lake County support. Commissioner
16 Parks said he supported the rail initiative.

17
18 Mr. Drury said it had been a pleasure to meet with Commissioner Parks. He said City Council has worked
19 very hard to diversify the economy in Tavares. He said he believed Commissioner Parks was the first
20 Commissioner to come to City Council since he had been with the City.

21
22 **Tab 2A) Mutual Fire Services**

23
24 Mayor Wolfe recognized the Fire Chiefs of Eustis and Mt. Dora and thanked them for attending.

25
26 Chief Keith introduced Chief Ron Snowberger from Mt. Dora and Chief Rex Wynn from Eustis.

27
28 Chief Keith said it is recognized the landscape for fire protection and EMS is changing. He said change can
29 either be accepted or the city can work proactively to bring about its own change. He said the Tavares Fire
30 Department wishes to be as effective and efficient as possible and needs Mt. Dora and Eustis as part of that
31 partnership.

32
33 Chief Keith commented on the meeting held on December 7th with Commissioner Cadwell. He said that the
34 three chiefs have been working together long before December 7th to work on regionalization efforts. He
35 said there are functional Interlocal agreements between the three cities. The departments respond to each
36 other on fires and comprehensive emergencies. He described “move ups and stand bys” which assists in
37 staffing for each department and saves each city money. It also provides each city with equipment
38 resources. He reviewed a map of the area that depicted each city’s fire stations along with the county’s fire
39 stations. He noted the ISO ratings for each city (Tavares is 5; Mt. Dora is 4; and Eustis is 3). He noted
40 some of the areas where all three cities work together: training, sharing equipment, sharing in
41 administrative personnel and chief officers; administrative assistants working together in training records
42 and certificates; inspectors working together; jointly participating under Lake Sumter EMS dispatch
43 system; preplanning efforts; equipment standardization and sharing specifications on equipment.

44
45 Chief Keith discussed Station 27 in Eustis which is a county station. He said he understands that the County
46 would like to turn over the operation of that fire station to Eustis and Mt. Dora. In return Lake County
47 would like Eustis and Mt. Dora to cover the county enclaves.

1 Chief Keith said the departments see an opportunity with the three cities working together to reorganize its
2 personnel positions and to increase their effectiveness and efficiencies; e.g. if Tavares is running short on
3 personnel Eustis may be able to send someone to Tavares so that Tavares does not have to incur overtime.
4 He discussed other areas where the three cities could provide each other assistance: special events, building
5 inspections, increased training and more standardization of services. He discussed Advanced Life Support
6 noting that Mt. Dora has been providing ALS and that Eustis hopes to offer this service. He noted that all
7 three cities have an aerial truck and this could be streamlined to only require one truck.
8

9 Chief Keith said the three departments suggest that there be further cooperative discussions on these issues
10 at the Tri City Summit meeting on March 23rd. He noted that on March 15th there is another meeting
11 between the County and the municipalities which Councilmember Pfister will attend to represent the City.
12 He offered to meet with each Councilmember individually on these issues. He said the issue of ALS had
13 come up at the Mt. Dora council meeting and that as Tavares moves forward to be an equitable match with
14 Eustis and Mt. Dora he hoped Tavares would move in the direction of offering ALS.
15

16 Mayor Wolfe noted this would be one of the main topics at the Tri City Summit Meeting. He thanked Chief
17 Keith for his presentation.
18

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

20
21 Attorney Williams stated there were no quasi-judicial matters on the agenda.
22

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

24
25 Ms. Barnett read the resolution by title only:
26

27 **RESOLUTION 2011-05**

28
29 **A RESOLUTION AMENDING RESOLUTION NUMBER 2009-15, CLARIFYING**
30 **THE SCOPE OF THE “PROJECT” TO INCLUDE ADDITIONAL ENGINEERING**
31 **AND DESIGN OF THE ALFRED STREET ONE WAY PAIR AND WIDENING**
32 **PROJECT**
33

34 **VIII) CONSENT AGENDA**

35
36 None
37

38 **IX. ORDINANCES/RESOLUTIONS – PUBLIC HEARING**

39
40 **Tab 3) Resolution #2011-05 – Amending Project Scope for Street Paving Loan**

41
42 Ms. Houghton stated that in 2008, Resolution 2008-19 was adopted authorizing the issuance of debt
43 through Capital Improvement Note Series 2008 in the amount of \$1,500,000 for paving gravel roads within
44 the city, resurfacing certain roadways, as well as improving certain alleyways. She said over time the city
45 has realized savings due to the economic environment and this resolution would expand the project
46 definition to include Alfred Street improvements and the streetscape improvements for that project. This
47 resolution will allow the city to use those budget savings.

1 Councilmember Gamble clarified that there was no financial impact.

2
3 Councilmember Smith said he noted the original resolution was for capital improvements and asked about
4 the inclusion of Alfred Street as a capital improvement project.

5
6 Ms. Houghton said that in the previous resolutions, the scope had specifically identified unpaved roads and
7 resurfacing and alleyways.

8
9 Councilmember Smith asked if a streetscape design is approved for \$400,000 could those are monies be
10 used for sidewalks if the city is not able to receive a sidewalk grant.

11
12 Ms. Houghton said that was correct. She said approximately \$312,000 is available.

13
14 Councilmember Smith asked if all the alleyways have been paved. Ms. Houghton said she did not know if
15 all of the alleyways have been paved. He asked how much had been paid to the engineering firm already
16 for the design. Ms. Houghton said \$152,000 has been paid.

17
18 Mr. Skutt said the design project is separate from the road design. The \$152,000 was the design for the
19 streetscaping for wider sidewalks, pavers, characteristic benches, street lighting. That design will be used as
20 a template for other streetscape throughout the downtown in the future.

21
22 Councilmember Gamble asked if the resolution needed to be approved at this meeting. Mr. Drury said more
23 information could be provided if Council wished to table the resolution.

24
25 **MOTION**

26
27 **Sandy Gamble moved to table Resolution #2011-05 until the next meeting, seconded by Kirby Smith.**
28 **The motion carried 4-1 as follows:**

29
30 **Robert Wolfe** Yes
31 **Kirby Smith** Yes
32 **Bob Grenier** Yes
33 **Sandy Gamble** Yes
34 **Lori Pfister** No

35
36 **X. GENERAL GOVERNMENT**

37
38 **Tab 4) Fiscal Year 2012 Budget Priorities**

39
40 Mr. Drury presented a power point presentation on the fiscal year 2012 budget priorities with the following
41 report:

42
43 *By way of background, the City operates six (6) governmental operations as follows:*

- 44
45 1. *General Fund (Revenues derived by property taxes, other taxes and fees)*
46 2. *Utility Fund of Water, Sewer, Reclaim (Revenues derived by fees – no property taxes)*
47 3. *Storm Water (Revenues derived from fees – no property taxes)*

- 1 4. *Garbage Collection (Revenues derived from fees – no property taxes)*
- 2 5. *Seaplane and Marina Enterprise (revenues derived from sales and rental income as well as*
- 3 *transfers from the TIF Fund (Tax Incremental Financing – incremental tax revenues within the*
- 4 *CRA District).*
- 5 6. *Capital Projects. Revenues are derived from grants, impact fees and special tax revenues like*
- 6 *“Infrastructure Sales Tax”.*
- 7

8 *This fiscal year, the General Fund expenses were budgeted at \$11,498,516 (\$11,364,840 plus additions for*
9 *Concerts & Dora Canal Bridge) and revenues were budgeted at \$11,498,516 (a balanced budget with*
10 *\$230,126 (\$98,727 with adopted budget and \$131,399 for additions) of Revenues derived from Reserve*
11 *Appropriations. Approximately 40% of the revenues were derived from property taxes and 60% were*
12 *derived from other taxes (electric, sales, gas, communications and state) and fees that the City charges for*
13 *services like permit fees and recreational fees.*

14
15 *At this early point in time, it is virtually impossible to predict with precision the actual revenue or expenses*
16 *for Fiscal Year 2012 as we do not know:*

- 17
- 18 *- how much property values will decrease.*
- 19 *- what the State Shared revenues will be.*
- 20 *- what the increased cost for healthcare will be.*
- 21 *- what future fuel prices will be in 2012.*
- 22 *- what workers compensation will increase to.*
- 23 *-What General Liability cost will increase to.*
- 24 *- etc.....*
- 25

26 *However, a “best guess” scenario based on staff following trends, receiving reports from the state and*
27 *conducting research results in the following estimated budget predictions:*

28
29 *For fiscal year 2012 the City can anticipate:*

- 30
- 31 1. *Revenues are estimated as follows: a 10% decrease in property values and a 4% decrease in other*
- 32 *revenues (the largest component is reserves appropriations).*
- 33 2. *Expenditures are estimated as follows: Increase costs are expected for healthcare, utilities, fuel,*
- 34 *liability insurance, workers compensation insurance, as well as contractual service costs.*
- 35 3. *The Rail Road infrastructure upgrade program will increase by \$16,000. In FY 11 the City*
- 36 *contributed \$84,000 for replacing the Dora Canal RR Bridge to leverage \$1.2 Million in grants. In*
- 37 *2012 the City has programmed \$100,000 to leverage \$19 Million in grants to replace bolted tracks to*
- 38 *continuous weld tracks from Tavares to Plymouth.*
- 39

40 *This results in an \$850,000 shortfall if the following conditions exist:*

- 41
- 42 1. *A similar level of service is maintained*
- 43 2. *Property values drop 10%*
- 44 3. *The same millage rate of 6.95 is maintained*
- 45

46 *The three year historical trend for property values, tax revenue, millage rates and budgets are as follows:*

47

1

Fiscal Year	Tax Roll - FINAL (Property Value)	% CHG in Values	Millage Rate	Tax Revenue (unadjusted for TIF)	General Fund Adoptd Budget
2009	\$ 873,756,581	-4.60%	6.25	\$ 5,460,979	13,176,175
2010	810,116,659	-7.28%	6.25	5,063,229	11,597,912
2011	676,263,560	-16.52%	6.95	4,700,032	11,364,840
2012	608,637,204	-10.00%	?	?	?
2	TOTAL	-38.41%			

3

4

5

Over the past three years, budget deficits have been addressed by a combination of the following:

6

7

- *Reduction in forces (RIF)*

8

- *Instituting furlough programs*

9

- *Increasing employee's contribution to healthcare cost*

10

- *Eliminating the employee merit program*

11

- *Reducing Overtime*

12

- *Reducing training*

13

- *Renegotiating vendor contracts*

14

- *Deferring capital equipment replacement (not replacing police vehicles, mowers, Fire engine, etc.)*

15

- *Millage rate adjustments*

16

- *Use of reserves*

17

- *Mowing rights-of-way less frequently*

18

- *A reduction in operations and maintenance across the board*

19

- *Elimination of new programs, like the establishment of a Road Maintenance Department*

20

21

Personnel reductions included the following positions:

22

23

1. *Assistant Police Chief (Major)*

24

2. *Police Officer*

25

3. *Police Officer*

26

4. *Police Officer*

27

5. *Executive Assistant to City Administrator*

28

6. *General Services Supervisor*

29

7. *Public Works Construction Coordinator*

30

8. *Public Works General Services Crew Foreman*

31

9. *Public Works Sanitation Driver*

32

10. *Public Works Sanitation Driver*

33

11. *Public Works P.T. Staff Assistant*

34

12. *Community Development GIS Analyst*

35

13. *Community Development Administrative Assistant*

36

14. *Community Development Permitting Technician*

37

15. *½ Community Development Building Inspector (contractual position)*

38

16. *Computer Services Director*

39

17. *Community Services Parks Maintenance Worker (outsourced some landscaping)*

- 1 18. *Community Services Parks Supervisor*
- 2 19. *Community Services Library Youth Services Specialist*
- 3 20. *Utility Wastewater Treatment Plant Operator*

- 4
- 5 - *On the General Fund side, during this period of time, the city added 2.0 positions (Public*
- 6 *Communications Director, Part-time City Hall Receptionist (contractual) and Sanitation Staff*
- 7 *Assistant. This resulted in a net reduction of 18 positions or 11% decrease in staffing.*
- 8
- 9 - *At the new Seaplane Base and Marina, three full-time and four part-time positions were developed.*
- 10
- 11 - *At the Splash Park, seven seasonal part-time employees were added*
- 12

13 *Tavares has three conditions that negatively affect the property tax rate as follows:*

- 14
- 15 1. *Significant number of Properties Exempt from Taxes (PETs)*
- 16 2. *Significant number of homes valued below the threshold for paying any property taxes*
- 17 3. *An unbalanced Commercial to Residential ratio*
- 18

19 ***PETs:*** *Tavares has a real-estate market condition that is less prevalent in many other cities and is unique*

20 *to Tavares which results in a higher tax rate. That market condition is termed PET (Properties Exempt*

21 *from Taxes). Tavares is “America’s Seaplane City” and also the County Seat and as such is home to many*

22 *county and state tax exempt government buildings including all government buildings, Sheriff buildings,*

23 *judicial buildings, jail, Water Authority, School Board Administrative buildings, the three schools, hospital,*

24 *not for profits, churches, etc. No property taxes are collected from these entities; yet all of their facilities*

25 *require costly Police and Fire services that the City provides and pays for. In fact, most PETs are classified*

26 *as “large assembly of people” facilities; and thus become drivers on the need and cost for adequately sized*

27 *police and fire protection - yet they do not pay for the resulting expenses for that protection.*

28

29 ***Low valued Homes:*** *Tavares has a significant number of low valued homes that require costly police and*

30 *fire protection but are exempt from paying any taxes due to the homestead exemption. They need and use*

31 *the service but do not pay for it as the first \$50,000 of value is exempt from property taxation.*

32

33 ***Commercial to Residential ratios:*** *Last year and historically Tavares tax revenues were comprised of*

34 *approximately 80% residential and 20% commercial. This year Tavares experienced an increase in*

35 *commercial contributions resulting in a shift from 20% commercial to 25% commercial contribution which*

36 *lowered the residential contribution from 80% down to 75%. The goal for most communities is a 40%*

37 *commercial contribution and 60% residential contribution. Industry experts assert that for every dollar a*

38 *resident pays towards their municipal tax services contribution they use \$1.20 in services and for every*

39 *dollar a commercial business pays for their municipal tax services contribution they use .80 cents worth of*

40 *services. Thus, a community with a higher commercial tax contribution ratio has a lower tax rate.*

41

42 *In summary, communities with many PETs, low valued homes and low commercial ratios have higher tax*

43 *rates than those communities who have few PETs, higher valued homes and high commercial to residential*

44 *ratios.*

45

1 **The “roll back” tax rate** is the millage rate levy required to bring in the same amount of tax revenue as the
2 prior year. For the 2012 budget discussions, the roll back rate is estimated at 7.722 and would bring in
3 approximately \$470,000 of the \$850,000 shortfall leaving a \$380,000 shortfall.

4
5 There are four areas the City Council should opine on when establishing broad budget priorities as
6 follows:

- 7
8 A) Mitigating the FY 12 estimated \$850,000 budget shortfall
9 B) Maintaining similar levels of service
10 C) New programs and services
11 D) Employee compensation and benefits

12
13
14 A) **Mitigating the Budget Shortfall**

15
16 Although there are many options and combinations of options available to address the estimated
17 \$850,000 budget shortfall, and although some of these options have been brought forward at previous
18 budget workshops and rejected, below are some options offered for discussion purposes with
19 corresponding comments and observation on each one to be built upon (See Exhibit A for comments
20 and observations).

21
22 **OPTIONS**

ESTIMATED REVENUE GENERATED

23

1. Reduce Reserves from 15.8% to 5%	\$1,200,000 (assumes no change in 2011 revenue or expenditure estimates)
2. New assessments (Street Lights, fire.)	Example: Fire = \$955,000
3. Raise Millage rate to Rollback rate	\$470,000
4. Eliminate/reduce services	? (Would need to identify which ones)
5. Furlough one day per month	\$300,000
6. Raise Fees (Recreation, Permit etc.)	? (would need to identify which ones)
7. Further Department cuts	Same as 4 above: After three years of department cuts and belt tightening this option results in an elimination or reduction of services.

24
25 B) **Maintaining a Similar Level of Service** – Thus far, the City has been able to maintain a similar level
26 of services for its citizens during this recession and has been able to grow the business tax
27 contributions from 20% to 25% by developing a business - friendly environment and recruitment
28 efforts. In fact the city has provided several new services during this time including a new Seaplane
29 Base, Marina, special events and concerts.

30
31 C) **New Programs and Services**

32
33 Throughout the year new programs and services are discussed by Council members, staff and constituents.
34 An opportunity is provided for Council to identify any new programs and services that they would like
35 incorporated into the budget. A few of the examples include:

1. *Sister City Program*
2. *Senior Center*
3. *Entertainment District Concerts*
4. *New Special events (Boating Events, others etc.)*
5. *Purchasing the Major St. Clair Abrams Home*
6. *Hickory Point Annexation*
7. *Security Cameras at Aesop's Park*
8. *Ingraham Park Improvements*
9. *Operating Splash Park for Special Events*

D) Employee Compensation and Benefits

1. *Employee compensation adjustments for last three years were as follows:*

- *FY 09 = 2% Cost of Living increase / 0% merit (program placed on hold)*
- *FY 10 = -2.3% decrease (Furlough) 0% COLA / 0% merit (program remained on hold)*
- *FY 11 = 2% Cost of Living increase / 0% merit (program remained on hold)*
- *FY 12 = ?*

With the exception of Tuition Reimbursement and Healthcare, employee benefits over the last three years have remained the same.

- *Tuition Reimbursement Program was eliminated in 2010*
- *Family healthcare premium contributions by the city were decreased from 78% to 52% and Employee's contributions increased from 22% to 48%. Employee contributions to Single coverage went from 0 to \$25.00 per month.*

It is recommended that the Council discuss the four areas identified above:

1. *Mitigating the estimated \$850,000 budget shortfall*
2. *Maintaining a similar level of service*
3. *New programs and services*
4. *Employee compensation and benefits*

As it relates to priorities for the four (4) other operating funds, the budget goals have been to develop a budget where revenues are sufficiently set to offset costs. It is recommended that Council advises of any other budget priorities for these operations. The other operations are as follows:

1. *Utility Operation (Water, Waste water, Reclaim)*
2. *Storm Water*
3. *Garbage Collection*
4. *Seaplane and Marina Operation*
5. *Special Revenue Funds*
6. *Capital Program*

Discussion

1 Mayor Wolfe thanked Mr. Drury for the presentation. He noted that Councilmember Gamble had requested
2 this be brought forward in February rather than March and that he would like Council to have a chance to
3 review the information further before making decisions regarding budget priorities.
4

5 Councilmember Gamble said he did not favor going to the rollback rate. He said he did not want to see any
6 more reduction of services than was necessary and he would like to see ways to make cuts without job cuts.
7

8 Councilmember Smith said he agreed with the Mayor and that he would like to review this further and
9 think of ways of reducing expenses. He said he agreed with Councilmember Gamble regarding the rollback
10 rate.
11

12 Councilmember Grenier said he had no comments at this time.
13

14 **At 5:07 p.m. Councilmember Gamble excused himself from the meeting**
15

16 Mr. Drury summarized that he was looking for broad budget direction which he would need ultimately by
17 the end of March in order to be develop a budget in line with Council's priorities.
18

19 Councilmember Smith asked Chief Keith if he could have numbers reflecting the savings from
20 consolidation of the fire department expenses by the next meeting.
21

22 Mr. Drury commented that he would also need broad budget direction on the utility, stomwater, sanitation,
23 Seaplane and Marina Base funds and the Five Year Capital Fund program.
24

25 Mayor Wolfe asked if the audience had comments.
26

27 **Tab 5) Review of Local Match to Improve Florida Central Railroad Corridor**
28

29 Mr. Neron stated at the May 19th meeting Council approved a recommendation for a plan to improve the
30 Florida Central Rail Road corridor plan and a local match proposal and directed the City Administrator to
31 develop a local match of \$383,000 that was brought back to Council during budget considerations. Over the
32 ensuing time, that amount being requested was reduced to \$300,000. The approved 2010-2011 Five Year
33 Capital Improvement program which is within the current budget contains a total appropriation of \$300,000
34 as the city's share for the local match for the \$13.8 million grant. The city's contribution was to have been
35 spread out over three fiscal years with an appropriation of \$100,000 being made in fiscal years 2012, 2013,
36 and 2014. He stated that the MPO Director has now informed the city that he will need the city's total
37 contribution by September 2013; i.e. the full \$300,000 over a two year period rather than the three year
38 period. Staff is suggesting that Council direct the City Administrator to look at the Five Year Capital
39 Improvement program to see if anything can be shifted in order to provide the full \$300,000 by fiscal year
40 2013 and then to bring this back to Council for future consideration in the near future.
41

42 Mayor Wolfe suggested the money might come from the capital savings discussed earlier under Tab 3.
43

44 Ms. Houghton said the source of that debt is infrastructure sales tax and the railroad would not be eligible
45 as the city is not the owner of that improvement.
46

1 Councilmember Smith clarified that the City would need to find an additional \$50,000 per year for the next
2 two years.

3
4 Mr. Neron invited T.J. Fish, MPO Director to speak.

5
6 Mr. Fish said Florida Central Railroad intends to do the construction in a period that overlaps the City's FY
7 2012 and FY 2013 budgets, so it is hoped to be completely finished before September 2013. They will
8 spend their capital for the continuous weld from Apopka to Eustis, then invoice FDOT and get a 75%
9 reimbursement. They are counting on the cities putting their share into escrow similar to the bridge project
10 so that the cash flow can be kept moving. To date Mt. Dora has decided to focus their segment from
11 Tavares and have put a commitment of no more than \$200,000, Eustis is a partner with Tavares on the
12 continuous weld (\$300,000 each) and the request is going before the County Commission next Tuesday. He
13 discussed the support in other local communities in Central Florida.

14
15 Mayor Wolfe asked if the audience had questions.

16
17 **MOTION**

18
19 **Kirby Smith moved to have the City Administrator find an additional \$50,000 in the next two years**
20 **for the capital improvement so it can be taken care of by the 2012-2013 budget, seconded by Bob**
21 **Grenier. The motion passed unanimously 4-0.**

22
23 **Tab 6) Consideration to Fund Portion of Local Match for Federal Grant to Conduct an Alternative**
24 **Analysis Study for Future Commuter Rail**

25
26 Mr. Neron said there is a five to seven year process of a series of studies that the MPO has to undertake to
27 look at future funding for commuter rail over the freight rail tracks. The next study needed is an Alternative
28 Analysis Study for future commuter rail. The estimated cost of the grant is \$1.7 million with a local
29 required match of 25% or \$425,000 to be split equally between the local governments in Orange and Lake
30 County. The \$212,000 share is proposed to be split between Eustis, Mount Dora and Tavares each
31 allocating \$35,000 and Lake County appropriating \$107,250.

32
33 He said he believed both Eustis and Mt. Dora have committed their \$35,000 and staff is requesting that
34 council direct the City Administrator during budget deliberations and if approved by Council in next year's
35 budget it would be available in the first month for the fiscal year to be part of this local match.

36
37 Mr. Fish said if these improvements are made to the infrastructure it removes an obstacle to eventually
38 offering commuter rail. He said FDOT is scoping the study and planning to begin it in July.

39
40 **MOTION**

41
42 **Bob Grenier moved to direct the City Administrator to place this funding in the 2011-12 proposed**
43 **budget for consideration by the Council during its budget deliberations this summer, seconded by**
44 **Kirby Smith. The motion carried unanimously 4-0.**

45
46 **Tab 7) Request to Apply for CDBG Grant to Repair and Install Sidewalks**

47

1 Mr. Thompson stated that this was a request to seek Council approval to pursue applying for the
2 Community Development Block Grant in the amount of \$70,000 to repair broken sidewalks and install
3 needed sidewalks at various locations throughout the City to provide/enhanced safety for the citizens. One
4 area proposed is the east side of St. Clair Abrams Avenue from Caroline up to Hwy. 441 (by the funeral
5 home).

6
7 **MOTION**
8

9 **Kirby Smith moved to direct staff to apply for the CDBG grant in the amount of \$70,000 to repair
10 and install sidewalks, seconded by Bob Grenier. The motion carried unanimously 4-0.**

11
12 **Tab 8) Interlocal Agreement between Tavares and Lake County Relating to the Allotment of CDBG
13 funds to be Used for the Aesop's Park Improvements**
14

15 Ms. Rogers stated that this was a request to authorization the execution of the Interlocal Agreement with
16 Lake County for the CDBG grant for further improvements to Aesop's Park. The City was awarded the
17 2010-2011 Community Development Block Grant (CDBG) allotment in the amount of \$70,000. CDBG
18 funds have been used to improve City parks. Most recently, the first phase of improvements at Aesop's
19 Park was completed with CDBG funds by constructing a site-built restroom facility. This year's allotment
20 will be used to install picnic tables, park benches, grills, trash receptacles, playground stations and outdoor
21 exercise equipment and some parking lot improvements.

22
23 Councilmember Smith asked if surveillance cameras could be included in the scope. Ms. Rogers discussed
24 the issue of the grant application that had included specific parameters and indicated she was not sure how
25 amending the application at this point might affect the process, however, an inquiry could be made.

26
27 Mr. Drury said staff can ask the question and the other option is to put in funding for the cameras in the
28 next budget.

29
30 **MOTION**
31

32 **Bob Grenier moved to approve and enter into the interlocal agreement with Lake County relating to
33 the 2010-2011 allotment of CDBG funds of \$70,000 to be used for Phase 2 of the Aesop's Park
34 improvements, seconded by Kirby smith. The motion carried unanimously 4-0.**

35
36 **Tab 9) Florida Communities Trust Grant Application for Funding to Assist in the Purchase of
37 Property for Wooton Park Expansion**
38

39 Mr. Neron advised this was a request for authorization to file a grant application with the Florida
40 Communities Trust to assist in the purchase of property for Wooton Park expansion.

41
42 He explained that the Florida Communities Trust is a State funded grants program that assists local
43 governments and other not-for-profits in providing matching funds to assist in the purchase of
44 environmentally sensitive lands and preserving these lands for public use.

45
46 Mr. Neron stated that up until the last two years the State used to appropriate \$40 to \$50 million and issue
47 bonds to fund this program. Last fiscal year the funding was cut back substantially and it is also not looking

1 good for next fiscal year However, DCA which administers the program, has opened up the grant process.
2 He said it is understood that Council has not determined whether it wants to pursue this purchase in the
3 future, the city has until February 23 to file the grant application. The application will then be ranked on a
4 point system. He said staff has worked with FCT to formulate the application and he believed it is a
5 competitive application. He said if there is no funding in the next fiscal year and there is funding in the
6 future based on the ranking, even if the city had made other arrangements to purchase the property, the
7 grant would reimburse the city up to 40% of the costs that had already been spent.
8

9 He said staff recommendation is to make the application. If the city is awarded the grant in the future but
10 does not purchase the property the grant becomes moot but without the application there is no possibility of
11 funding under this program.
12

13 Mr. Neron commended Cecilia Smith and Mr. Skutt and his staff for putting together a strong application.
14

15 Mayor Wolfe asked if the audience had comments.
16

17 **MOTION**

18
19 **Bob Grenier moved to approve the filing of a Florida Communities Trust grant application to assist**
20 **in the purchase of property for Wooton park expansion and authorize all necessary signatures**
21 **required, seconded by Kirby Smith. The motion passed unanimously 4-0.**
22

23 **XI. OLD BUSINESS**

24
25 None
26

27 **XII. NEW BUSINESS**

28
29 None.
30

31 **XIII. AUDIENCE TO BE HEARD**

32
33 Mayor Wolfe invited public comment.
34

35 Dave Custar thanked Council for speaking more clearly into the microphones at this meeting. He asked for
36 clarification that the FCT application was for expansion of the Wooton Park property and commented on
37 the opinion by the public in this matter.
38

39 Mr. Neron noted Council had given staff direction to look at alternatives but that no decision has been
40 made to purchase the property. The grant application would provide some funding should the Council
41 and/or the people decide that they want to purchase this property in the future.
42

43 Mr. Custar asked if the city had a use in mind for the property. Mr. Neron said the discussion at this point is
44 just to purchase the property and possibly put in some sidewalks for public use.
45

46 Mr. Custar said Tavares has tried to stress its waterways and that he was concerned about the condition of
47 the Dora Canal underneath the 441 bridge and that the one mile stretch is looking very shabby. He said the

1 property that used to be Gator Inlet has been abandoned and asked if the City or the County could come up
2 with a method of being able to clean up the property. He said the canal is the waterway gateway to the
3 community. He asked Council to keep up the good work.
4

5 Mayor Wolfe asked Chief Lubins about code enforcement. Chief Lubins said that property is on a list of
6 properties that have liens that have not been paid and that he would be coming back to Council to discuss a
7 way of dealing with that issue.
8

9 **XV. REPORTS**

10
11 **Tab 13) City Administrator**

12
13 Mr. Drury stated he had provided a list of meetings and reminded Council of the Golden Triangle Summit
14 Meeting on March 23rd at 4 p.m. at the City of Tavares.
15

16 **Attorney Williams**

17
18 None
19

20 **Finance Director**

21
22 None
23

24 **Community Services Director**

25
26 None
27

28 **Fire Chief**

29
30 None
31

32 **Chief Lubins**

33
34 None
35

36 **Economic Development Director**

37
38 Mr. Neron said event season kicks off on Sunday with the Waterman 5K and there will be back-to-back
39 events for 8 weeks.
40

41 **Communications Director**

42
43 Ms. Ross said she will be celebrating her one year anniversary on Monday with Tavares and she wished to
44 thank the City for inviting her to join the team and that she is enjoying living in the area. She said on
45 Tuesday she and her husband will become Tavares residents.
46

47 **City Clerk**

1
2 No report

3
4 **Tab 14) City Council**

5
6 **Councilmember Smith**

7
8 Councilmember Smith asked how the art on the dugout project is progressing. Ms. Rogers said she is
9 waiting for a contact to call her back and that it is being worked on with Century Link and Hardees is
10 interested.

11
12 **Councilmember Gamble**

13
14 **Councilmember Pfister**

15
16 No report.

17
18 **Vice Mayor Grenier**

- 19
20
 - Complimented staff and expressed appreciation for providing the budget information sooner
 - Said he attended the ground breaking for the Veterans memorial in Leesburg and that he appreciated the donation made by Council

21
22
23
24 **Mayor Wolfe**

- 25
26
 - Asked department heads to thank their staff for their work on the African American Heritage Festival
 - Noted this Sunday is the 5K race at 7:00 on Sunday and he would be participating

27
28
29
30 **Adjournment**

31
32 There was no further business and the meeting was adjourned by the Mayor at 5:44 p.m.

33
34 Respectfully submitted,

35
36
37
38 _____
39 Nancy A. Barnett, C.M.C.
City Clerk