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**CITY OF TAVARES  
MINUTES OF REGULAR COUNCIL MEETING  
JUNE 1, 2011  
CITY COUNCIL CHAMBERS**

**COUNCILMEMBERS PRESENT**

**ABSENT**

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

**STAFF PRESENT**

John Drury, City Administrator  
Lori Houghton, Finance Director  
Bob Williams, City Attorney  
Nancy Barnett, City Clerk  
Chief Lubins, Police Department  
Jacques Skutt, Director of Community Development  
Chief Richard Keith, Fire Department  
Tammy Rogers, Community Services Director  
Chris Thompson, Public Works Director  
Brad Hayes, Director of Utilities  
Joyce Ross, Communications Director

**I. CALL TO ORDER**

Mayor Wolfe called the meeting to order.

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

Pastor Tim Green, Liberty Baptist Church, gave the invocation and those present recited the Pledge of Allegiance.

**III. APPROVAL OF AGENDA**

Mr. Drury said staff had no changes to the agenda.

**MOTION**

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

**IV. APPROVAL OF MINUTES**

1  
2 **MOTION**

3  
4 **Bob Grenier moved to approve the minutes of May 4, 2011 as submitted, seconded by**  
5 **Kirby Smith. The motion carried unanimously 5-0.**

6  
7 **V. PROCLAMATIONS/PRESENTATIONS**

8  
9 **Tab 2) Resolution #2011-12 – Approval of Bond Issue for Osprey Lodge**

10  
11 Attorney Williams reviewed the history of this project and the request for conduit financing that  
12 had come before Council. He noted Mike Williams, Bond Counsel would be giving the  
13 presentation.

14  
15 Mr. Williams stated the resolution authorizes not exceeding \$15,300,000 of tax exempt bonds  
16 which means the interest is not taxable to investors in the bonds and not exceeding \$10,700,000  
17 of taxable bonds. The reason part of it is taxable is a provision of the Internal Revenue Code—  
18 part of this is being treated as qualified residential rental housing under Section 142 of the Code,  
19 which can be done tax exempt. The Alzheimer Facility will be done on a taxable basis. This is the  
20 maximum amount that the underwriter will issue. This ties in with the TEFRA approval done in  
21 February when Council authorized not exceeding \$26,000,000 combined. The resolution  
22 approves the following documents:

- 23  
24
- Trust Indenture – document between the City and the Trustee (no city committee of any financial matter)
  - Loan Agreement – document between the City and the borrower pursuant to which the owner agrees to make payments sufficient to pay the bonds and other deposits
  - Mortgage (from the borrower to the city and then assigned over to the Trustee)
  - Land Use Restriction Agreement – The Internal Revenue Code requires the borrower to make various covenants. This document will be recorded and will be attached to the land.
  - Preliminary Official Statement – the Underwriter will use this document to market the bonds to investors
  - Bond Purchase Contract and Bond Placement Contract – when the bonds are priced the underwriter will come to the city and ask the Mayor to sign the document once they have sold the bonds
  - Section 7 of the resolution sets forth parameters that the underwriter will need to meet to have the city officials sign the bond purchase agreement and the bond placement agreement. The tax exempt bonds will be sold pursuant to the bond purchase contract. The taxable bonds, because of security law provisions, need to be a private placement in nature. The parameters for the purchase price of the tax exempted bonds is to be not less than 90% of the original principal amount thereof and the average interest rate for the tax exempt bonds is not be in excess of 11%. There is the same type of provision for the taxable bonds. The purchase price must be not less than 90% of the principal amount and the interest rate cannot exceed 12 ½%.
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46 Mr. Drury confirmed that should there be a default on the bonds, the city has no obligation. Mr.  
47 Williams said that was correct.

1 **MOTION**

2  
3 **Sandy Gamble moved to approve Resolution #2011-12 to authorize issuance of the bonds**  
4 **for the Osprey Lodge project, seconded by Bob Grenier. The motion carried unanimously**  
5 **5-0.**

6  
7 **VI) SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE CONTACTS**

8  
9 Attorney Williams stated there were no quasi-judicial matters on the agenda.

10  
11 **VII) READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

12  
13 Ms. Barnett read the following ordinance by title only:

14  
15 **ORDINANCE 2011-05**

16  
17 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA, AMENDING THE**  
18 **CITY'S LAND DEVELOPMENT REGULATIONS BY REASSIGNING CHAPTER**  
19 **23 (RESERVED) TO BE NEWLY TITLED "COMMUNITY ECONOMIC**  
20 **DEVELOPMENT INITIATIVES"; CREATING CHAPTER 23 DIVISION 1, IN**  
21 **GENERAL; CREATING CHAPTER 23 DIVISION 2, ECONOMIC**  
22 **DEVELOPMENT AD VALOREM TAX EXEMPTIONS; CREATING CHAPTER 23**  
23 **DIVISION 3, IMPACT FEE WAIVERS; CREATING CHAPTER 23 DIVISION 4,**  
24 **POSTPONEMENT OF BUILDING PERMIT FEES PAYABLE FOR**  
25 **COMMERCIAL DEVELOPMENT; CREATING CHAPTER 23 DIVISION 5,**  
26 **INDUSTRIAL DEVELOPMENT FINANCING; PROVIDING REQUIRED TEXT**  
27 **AMENDMENTS TO THE CODE OF ORDINANCES AND THE LAND**  
28 **DEVELOPMENT REGULATIONS TO REFERENCE THE CREATION OF THIS**  
29 **NEW CHAPTER; PROVIDING FOR SEVERABILITY; PROVIDING AN**  
30 **EFFECTIVE DATE.**

31 **RESOLUTION 2011-11**

32  
33 **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES,**  
34 **FLORIDA, GRANTING TO SUMTER ELECTRIC COOPERATIVE, INC., AN**  
35 **EIGHT (8) FOOT ELECTRICAL EASEMENT ON CITY OWNED PROPERTY,**  
36 **SPECIFICALLY TRACT C OF CHELSEA OAKS SOUTH SUBDIVISION;**  
37 **SUBJECT TO THE RULES AND REGULATIONS ORDAINED BY THE CITY OF**  
38 **TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.**

39  
40 **RESOLUTION 2011-13**

41  
42 **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF TAVARES,**  
43 **FLORIDA, VACATING AN EASEMENT LOCATED ON THE CENTER SIXTEEN**  
44 **(16) FEET OF THE CLOSED AND VACATED PORTION OF PULSIFER STREET**  
45 **LYING BETWEEN ALFRED AND CAROLINE STREETS; SUBJECT TO THE**  
46 **RULES AND REGULATIONS ORDAINED BY THE CITY OF TAVARES**  
47 **COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.**

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**VIII) CONSENT AGENDA**

Mayor Wolfe asked if anyone in the audience had objections to any item on the Consent Agenda. He asked if Council wished to pull any item.

Councilmember Gamble asked to pull Items 3 and 5 for discussion.

**MOTION**

**Sandy Gamble moved to approve the Consent Agenda for Item 4 – Building Code Effectiveness Grading Results – ISO Ratings for City of Tavares, seconded by Kirby Smith. The motion carried unanimously 5-0.**

**Tab 3) Award of Bid for Fox Run Drainage Project**

Councilmember Gamble observed that the staff recommendation is for the HDPE option however he noted that Mr. Griffey’s engineer recommendation was for the PVC option which is a \$1233 increased cost.

Mr. Griffey explained that he had sent a follow-up recommendation changing it to the HDPE. He said they are basically equivalent; the PVC is a little sturdier. He said in terms of the design life they are relatively equivalent. He said he had held follow-up discussions with Mr. Hayes and they had determined that there was no significant benefit and it would be better to go with the lower price. He said HDPE stands for High Density Polyethylene which is black corrugated plastic pipe and has a smooth bore lining. Councilmember Smith asked if the HDPE is used by a lot of governments. Mr. Griffey confirmed and said it is approved by FDOT and is actually easier to deal with resulting in lower labor costs.

Councilmember Pfister asked how much more time would result from the PVC. Mr. Griffey said it would be difficult to estimate but the manufacturer gives them the same design life. She asked what had changed his mind. He said he initially suggested the other material but adjusted it to save the city money (one percent savings).

Mayor Wolfe confirmed there would be no change orders.

**MOTION**

**Sandy Gamble moved to approve Tab 3 to award the contract to Mora Engineering in the amount of \$142,337.80 for the HDPE option, seconded by Bob Grenier. The motion carried unanimously 5-0.**

**Tab 5) Request to Purchase Used Carry-All Vehicle for Seaplane Base Marina**

Councilmember Gamble said he had spoken to Mr. Neron about this request. He said he had wanted to know the age of the vehicle and if the parts were available.

1  
2 Mr. Neron said this is a 2003 gas powered vehicle, has a large bed, and he did believe Mr. Pell  
3 in the Maintenance Department had recommended the vehicle as the parts are available.  
4

5 **MOTION**

6  
7 **Sandy Gamble moved to have the city approve the purchase of the carry-all vehicle at a  
8 cost of \$3,661, seconded by Kirby Smith. The motion carried unanimously 5-0.**  
9

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

11  
12 **Tab 6) Ordinance #2011-05 – Creating Chapter 23 of the Land Development Regulations for  
13 Economic Initiatives – Second Reading**

14  
15 Mr. Neron explained that the current Land Development Regulations contain various economic  
16 incentives scattered throughout the Code of Ordinances. He said staff has now put all the  
17 economic development initiatives in the proposed ordinance in one single section. There are also  
18 some additions to the current ordinance.  
19

20 In November 2008 the citizens in a referendum authorized the city to grant ad valorem tax  
21 exemptions to new businesses, The expansion of existing business pursuant to Section 196 of  
22 the Florida Statutes specifies the criteria and conditions in which these exemptions for city taxes  
23 only, may be granted. The criteria include such factors as the amount of capital investment, the  
24 number of jobs created and the wages of jobs created. He said any exemption granted under this  
25 section of the statute is at the sole discretion of the City Council.  
26

27 The proposed ordinance also contains a new section that allows the City Council to defer the  
28 payment of building permit fees from the time of the building permit issuance to such time as the  
29 Certificate of Occupancy is issued or six months, whichever is sooner. It would only be for  
30 commercial projects. This will help on a large project and will give the developer some added time  
31 to pay the fees. The ordinance also contains the current provision that allows the City  
32 Administrator to defer the payment of non-residential water and wastewater fees from the time of  
33 the building permit issuance to the time the Certificate is issued or six months, whichever is  
34 sooner. This current provision is mute on the waiver of impact fees as a city waiver of impact fees  
35 is in effect until December 31<sup>st</sup>. The proposed ordinance also provides a revised section so that  
36 when the impact fees are once again effective the City Council, rather than the City Administrator  
37 would be able to grant non-residential water and wastewater fees from the time of issuance of the  
38 permit till the time the Certificate of Occupancy is issued.  
39

40 Councilmember Smith asked if City Council determines that a project is worthy of deferring  
41 payment and the six months or the Certificate of Occupancy has come due and the builder has  
42 not paid, what would happen. Mr. Neron responded that the City will not issue a C.O. and the  
43 building would not be able to be used until the payment is made.  
44

45 **MOTION**

46

1 **Kirby Smith moved to approve Ordinance #2011-05 creating Chapter 23 of the Land**  
2 **Development Regulations of Economic Incentives, seconded by Sandy Gamble. The**  
3 **motion carried unanimously 5-0.**  
4

5 **Tab 7) Resolution #2011-11 – Grant Electrical Utilities Easement for Tract C of Chelsea**  
6 **Oaks Subdivision**  
7

8 Mr. Skutt said this resolution will grant a utility easement to Sumter Electric Cooperative. SECO  
9 desires to relocate and extend a electrical utility line to service Phase 2 of the Shanti Niketan  
10 project on David Walker Road and Old 441. The most direct and least disruptive route would be  
11 through the east 8 feet of Tract C in Chelsea Oaks Subdivision where the sewage pump station is  
12 located. SECO will utilize directional boring to install the conduit to insure that there will be no  
13 damage or disturbance to city property or equipment. The City's Utility Director has reviewed the  
14 request and has no objections. SECO will bear the cost of installing the line and are seeking a  
15 perpetual right of way to install and maintain the line. Staff recommends approval.  
16

17 **MOTION**  
18

19 **Bob Grenier moved to approve Resolution #2011-11, seconded by Kirby Smith. The motion**  
20 **carried unanimously 5-0.**  
21

22 **Tab 8) Resolution #2011-13 – Vacating of Utility Easement of Gateway Property**  
23

24 Mr. Skutt reported that in 1979 City Council vacated a portion of Pulsifer Street that ran through  
25 the property where the bus barn facility is located and although through the same resolution also  
26 reserved a 16 ft. wide utility easement through the center of the vacated street. The City's Utility  
27 Department has confirmed that there are no existing or proposed utility lines within this easement  
28 and it is therefore not required. The proposed vacate will clear this easement from the property  
29 and simplify the transfer of the titles. Staff recommends approval.  
30

31 **MOTION**  
32

33 **Sandy Gamble moved to approve Resolution #2011-13 to vacate the utility easement on**  
34 **the Gateway property, seconded by Bob Grenier. The motion carried unanimously 5-0.**  
35

36 **Tab 9) Public Hearing on USDA Grant/Loan for Stormwater Improvements in the**  
37 **Community Redevelopment Area**  
38

39 Mr. Hayes noted that previously Council approved the application to the USDA for the CRA  
40 stormwater improvements. This will be a public meeting required as part of the application  
41 process to obtain public input. He noted Laura Strach from Malcolm Pirnie will provide an  
42 overview of the project. If the City is successful in obtaining funding from the USDA, an  
43 affordability report will be brought back to Council.  
44

45 Ms. Strach noted the project includes improvements to the conveyance of stormwater as well as  
46 the treatment of stormwater. For conveyance the proposal is for upsized stormwater pipes as well  
47 as new stormwater pipes. For treatment the proposal is a stormwater pond and in areas where

1 there is no land for a stormwater pond, under the road storm chambers will be built to provide  
2 extra storage and treatment.

3  
4 Mayor Wolfe invited public comment. There was no comment from the public.

5  
6 Mayor Wolfe thanked staff and the engineers for their input at the meeting.

7  
8 **X. GENERAL GOVERNMENT**

9  
10 **Tab 10) Request to Reduce Lien on 610 N. New Hampshire**

11  
12 Ms. Barnett stated the city has received a request from the owner of 610 N. New Hampshire  
13 which is the Federal National Mortgage Association to hear a request for reduction of the code  
14 enforcement lien by representatives from Freda Realty.

15  
16 This property was brought before the Special Magistrate in 2008 for violations related to a  
17 commercial delivery truck being left in the driveway and being used for storage. Fines were  
18 imposed at a rate of \$100 a day for the two violations and the total lien was recorded at \$13,400.

19  
20 Ms. Freda said they are the listing brokerage for the property and received the listing from an  
21 asset management company who works for Fannie May who took the property back in 2010  
22 through the foreclosure process. She said currently the lien is 38% of the property value. She  
23 said there is a current offer on the property, an owner occupant, who has been approved for  
24 renovation financing and wants to move in and renovate the property. They have asked that it be  
25 barred or reduced.

26  
27 Mayor Wolfe asked if the city was willing to split the difference, would Fannie Mae pay the \$6700  
28 if the city absorbs the other \$6700? Ms. Freda responded that she believed that would be  
29 accepted.

30  
31 Councilmember Smith it sounded like if there is no reduction the closing will not go through. The  
32 representatives responded that was possible and that they had been trying to get the title cleared  
33 since April. Ms. Freda said they do not have the authority to say what the bank will approve.

34  
35 Councilmember Smith said he understood that neither the bank nor the new owner was  
36 responsible for the lien.

37  
38 Ms. Freda said there is a current offer for \$35,100 and the lien is \$13,400. She said fair market  
39 value is \$35,000.

40  
41 Mayor Wolfe asked if the audience had input.

42  
43 **Denise Laratta, Royal Harbor**

44  
45 Ms. Laratta said the appraised value on the property is around \$45,000. She said she had a  
46 problem with the city reducing any of the liens because of the city's budgetary issues. She said  
47 the bank should take the loss, not the City of Tavares

1  
2 **MOTION**

3  
4 **Lori Pfister moved to not reduce the amount of the lien, seconded by Bob Grenier. The**  
5 **motion carried unanimously 5-0.**

6  
7 **Tab 11) Appointment of Lake County Cultural Affairs Alliance Representative**

8  
9 Mayor Wolfe designated Debbie Stivender to be re-appointed to the Lake County Cultural Affairs  
10 Alliance.

11  
12 **MOTION**

13  
14 **Sandy Gamble moved to ratify the Mayor's appointment, seconded by Bob Grenier. The**  
15 **motion carried unanimously 5-0.**

16  
17 **Tab 12) Request to Award Bid for Sign Management Plan and City-Wide Assessment**  
18 **Report**

19  
20 Mr. Thompson stated that this is a request to enter into a contract with Southeast Surveying Inc.  
21 of Tavares for a city-wide street sign inventory and a city-wide pavement assessment. He said  
22 under federal mandate agencies have until January 22, 2012 to implement a management  
23 method for maintaining traffic sign retro reflectivity at or above MUTCD (Manual on Uniform  
24 Traffic Control Devices) minimum standards. This contract would provide an inventory of all street  
25 city signs in order to meet this mandate. This information will be collected and delivered in a  
26 format that can be updated by city staff. The costs associated with this service are \$13,535. The  
27 City also needs a city-wide street pavement assessment report which would allow staff to better  
28 plan and budget for pavement upgrades. Utilizing a Mobile Mapping Vehicle, data will be  
29 gathered and evaluated using the P.A.S.E.R.S. model (Pavement Surface Evaluation and Rating  
30 System) which is common in the industry. The information will be provided in a manner consisted  
31 with that used by the city's GIS Department. Southeast Surveying can supply this service for  
32 \$6,410. If the two studies are combined the cost is \$17,535 which would be a savings of \$3,410.  
33 Staff recommends the two studies with associated savings. The funds are available in the current  
34 budget.

35  
36 Councilmember Smith asked if the project went out for bid. Mr. Thompson answered that it did go  
37 out for bid and there were four responses.

38  
39 Vice Mayor Grenier asked for clarification on the pavement evaluation. Mr. Thompson invited Mr.  
40 Philips of Southeastern to speak.

41  
42 Mr. Philips stated he is a certified GIS professional. He said they will be driving the streets at  
43 posted speeds using an imaging vehicle that captures imagery with up to five cameras. The firm  
44 will map all of the distresses on the street and then, using the PASER model, give each street an  
45 index from 1 to 10 (failed to excellent). They will provide a GIS data base, imagery, and an added  
46 tool to the software so that it will be clear why the street received a particular index. In addition,

1 several hours of training will be provided in the use of the software and a digital camera and  
2 software for updating the sign inventory.

3  
4 **MOTION**

5  
6 **Sandy Gamble moved for Option #3 to approve staff to enter into a contract with**  
7 **Southeast Surveying Inc. for a combined city-wide street sign inventory and street paving**  
8 **evaluation in the amount of \$17,535. The motion was seconded by Kirby Smith. The**  
9 **motion carried unanimously 5-0.**

10  
11 **Tab 13) Approval for Tavares Rotary to Host a Wine Testing Tent at the July 4<sup>th</sup> Event**

12  
13 Ms. Rogers stated this year's theme is "Red, White and Blues" (a blues band will perform). A staff  
14 member suggested incorporating a wine tasting component to the event. In the past, the city has  
15 not had alcohol at this event or the Light Up event. Attendees would pay a fee to get into the tent  
16 and to sample red and white wine. The operation would be facilitated by the Rotary Club. She  
17 noted Ms. McGinley is present. They will also secure insurance naming the city as additional  
18 insured. The tent will have three sides and be installed near the blues band. The only persons  
19 allowed in the tent will be those who have purchased a ticket for the wine tasting. It will be a fund  
20 raising activity for the Rotary Club.

21  
22 Councilmember Smith asked where the band will be located. Ms. Rogers said it will be on the  
23 event pad. He that the tent be placed far away from the Splash Park.

24  
25 Mayor Wolfe asked if there was comment from the audience.

26  
27 **MOTION**

28  
29 **Lori Pfister moved to approve the wine tasting tent of the Rotary for the 4<sup>th</sup> of July Event,**  
30 **seconded by Kirby Smith. The motion carried unanimously 5-0.**

31  
32 **Tab 14) Rezoning of the Sprayfield Property**

33  
34 Mr. Skutt gave the following report:

35  
36 *On April 20<sup>th</sup>, 2011, Council considered a report that investigated possible sites for a new Public*  
37 *Works Facility. The Spray Field Property on East Caroline Street was eliminated as a possible*  
38 *site. The present zoning of the property is PFD (Public*  
39 *Facilities District). This zoning would allow any city use. Council comments were recorded that*  
40 *the property should be rezoned to High Density Residential and then marketed. Staff requires a*  
41 *motion from Council to authorize the initiation of the rezoning and amending land use of this*  
42 *property. Options:*

43  
44 *1. That City Council moves to instruct staff to initiate a rezoning of the Caroline Street East*  
45 *property (Old Spray Fields) to RMF-3, Residential Multi-Family with a corresponding High Density*  
46 *Land Use designation and then to market the property.*

1 2. That City Council moves to market the property with its present zoning and any potential  
2 purchaser will be responsible to initiate a rezoning as desired.

3 3. That Council retains the current zoning of PFD which would allow the property to be  
4 developed as a city park.

5  
6 Mr. Skutt said staff recommendation was to choose Option 2.

7  
8 Councilmember Gamble spoke in favor of the staff recommendation. Councilmember Pfister said  
9 she agreed. Councilmember Pfister then clarified if the intention was to actively market the  
10 property at his time and if that decision had been made, she had misunderstood. Councilmember  
11 Smith noted that was part of Option 2.

12  
13 Mayor Wolfe asked if there was comment from the audience.

14  
15 Denise Laratta

16  
17 Ms. Laratta asked if there was any potential use that the city might have for the property in the  
18 future.

19  
20 Mayor Wolfe said the city had looked at the option of the police/fire complex and also the public  
21 works facility being located at the Sprayfield property. The consensus had been to not use that  
22 property at this time for any city building as there is land at Woodlea which would be more  
23 appropriate.

24  
25 Ms. Laratta asked about parking needs for the fishing tournaments in the downtown in the future.

26  
27 Mayor Wolfe said there is a plan for a parking garage that will be able to handle the boats and  
28 trailers.

29  
30 **MOTION**

31  
32 **Kirby Smith moved to market the property with the present zoning and any potential**  
33 **purchaser will be responsible to initiate the rezoning as desired. The motion was**  
34 **seconded by Bob Grenier. The motion carried 4-1 as follows:**

35  
36 **Robert Wolfe** Yes  
37 **Sandy Gamble** Yes  
38 **Bob Grenier** Yes  
39 **Lori Pfister** No  
40 **Kirby Smith** Yes

41  
42 **Tab 15) Location of Proposed Public Works Facility**

43  
44 Chief Keith reviewed the work that has been done by the Horizon Committee on this project. He  
45 noted that as the city prepares to negotiate the contract with Gator Sktch for the design and  
46 engineering of the new public safety facility the city also wants to do some preliminary design for  
47 the public works facility. He said at the meeting on April 20<sup>th</sup> the Gateway Facility property was

1 dedicated for public safety. He discussed the parameters that had been considered for the public  
2 works property.

3  
4 Mr. Thompson said staff has determined there will be a need for about four acres for the facility.  
5 He showed a proposed sketch to demonstrate what will be required. He noted the Caroline  
6 wastewater plant property is too small. He said the wetland property would incur high mitigation  
7 costs. Therefore the Woodlea property is being suggested and there are two options in that area.  
8 One is in the existing ball fields and the other is at the former site of the Captain Haynes house.

9  
10 Mr. Drury discussed the two Woodlea sites. There are two projects currently that would be  
11 affected: one is the current project to build a sports complex at Woodlea which is under design.  
12 The master plan called for multipurpose fields where the potential public works facility would be  
13 located.

14  
15 He said currently the wastewater plant is also planned to double in size which would include the  
16 property on the upper end. If the public works complex is located in that area it does affect the  
17 future plan to double the size of the plant. He said there are a couple of issues: one is that in the  
18 future, technology will likely change and there might be a need to have as much room as what  
19 was proposed. There will likely be options to go “up” instead of “out” along with infill in the current  
20 area. He said he would therefore recommend going to the north end and keeping the sports park  
21 moving forward as it was master planned originally.

22  
23 Mayor Wolfe noted he thought it was the most logical place to put public works and fleet  
24 maintenance.

25  
26 **OPTION**

27  
28 **Sandy Gamble moved to approve Option #1 to approve the dedication of the “Woodlea  
29 House” property located on Captain Haynes Road as the site of the proposed public works  
30 facility, directing that all design efforts from this point forward will be made for this  
31 property. The motion was seconded by Bob Grenier.**

32  
33 Mayor Wolfe asked if there was comment from the audience.

34  
35 **Denise Laratta**

36  
37 Ms. Laratta said she had concerns about both of the properties as she felt this would potentially  
38 put at risk the expansion of the wastewater treatment plant. She said she believed the city was  
39 neglecting the water department. She said there is a resident from Fox Run in the audience who  
40 has concerns about putting a maintenance facility with fueling capabilities being close to a  
41 residential area.

42  
43 Councilmember Pfister asked Mr. Thompson how much property is consumed now for public  
44 works. Mr. Thompson said it is over three acres. She asked what was the problem with the  
45 current location.

46

1 Mr. Drury said the master plan calls for that area to be a parking garage with retail on the ground  
2 floor to support the pavilion and this section of the downtown. The current facilities were built in  
3 the 1950's and are beyond their useful life. The Horizon project team was asked to look at the  
4 needs of public works in addition to public safety. The core issue is that there is a higher and  
5 better use for their property. Councilmember Pfister asked if funding is available. Mr. Drury said  
6 not at the present time and once a site is located, funding can be investigated similar to how the  
7 public safety complex has been pursued.  
8

9 **The motion carried 4-1 as follows:**

10		
11	<b>Robert Wolfe</b>	<b>Yes</b>
12	<b>Sandy Gamble</b>	<b>Yes</b>
13	<b>Bob Grenier</b>	<b>Yes</b>
14	<b>Lori Pfister</b>	<b>No</b>
15	<b>Kirby Smith</b>	<b>Yes</b>
16		

17 **Tab 16) Report on Senior Services**

18  
19 Ms. Rogers stated Councilmember Pfister had requested that staff begin research to see what  
20 type of services exist in the county that the city might partner with to provide service to the  
21 seniors. She discussed a meeting held with Mr. Popovitch of Mid Florida Lake Senior Services  
22 who service Lake, Sumter and Hernando counties. Staff is seeking permission to move forward  
23 with formulating a plan and partnership with this agency to determine what could be provided in  
24 the city, such as a congregate meal site.  
25

26 Councilmember Pfister stated Mr. Popovitch was very excited about working with the city.  
27

28 Vice Mayor Grenier asked what would be the city's role as far as staffing, etc.  
29

30 Ms. Rogers stated if the city decided, as an example, to have a congregate meal site, the city  
31 would provide the facility and the agency would provide the food, serve the food and would  
32 publicize the program and provide transportation to the facility. She said the city's contribution  
33 would be minimal.  
34

35 Councilmember Pfister said if the city chose to do the three days a week, there could also be an  
36 activity provided such as bingo, a speaker, or wellness checks.  
37

38 Mayor Wolfe asked if there was comment from the audience.  
39

40 **Betty Burleigh, 214 N. New Hampshire Ave.**

41  
42 Ms. Burleigh said congregate meals were offered at the Ingraham Center in the 1970's or 80's  
43 and it was a nice community service and she thought it would be a good idea.  
44

45 **MOTION**

46

1 **Lori Pfister moved to approve Option 1 [authorize staff to pursue a partnership and plan],**  
2 **seconded by Sandy Gamble.**

3  
4 Ms. Pfister said she would be willing to be the liaison for this project.  
5 **The motion carried unanimously 5-0.**

6  
7 **Tab 17) Authorization to Renew Contract with Nova Engineering**

8  
9 Mr. Skutt stated that the city's contract with Nova for building inspection and plans examination  
10 services was executed November 3, 2008 for a two year period with the option to renew the  
11 contract for the same terms for two additional one year periods. The contract was renewed in  
12 2010 and may be renewed for one additional year. Staff is satisfied with the quality of services  
13 presently being provided.

14  
15 Discussion followed on the fee currently being paid of \$144,000. Mr. Drury noted they provide  
16 vacation coverage, retirement, healthcare, workers compensation, the employee's vehicle and  
17 gas, and liability insurance. He said the city had done an analysis about two years ago on what it  
18 would cost the city to do the service versus their contract. The contract was then re-negotiated  
19 which brought down the cost. He said next year when the city goes out for bids updated costs will  
20 be available for the city to consider and assess.

21  
22 Councilmember Gamble questioned the salary paid to building officials. Ms. Houghton said when  
23 the analysis was done the going rate was around \$60,000. Councilmember Gamble said he  
24 wanted to ensure the public was aware of the true costs and services provided.

25  
26 Councilmember Pfister asked if a building official could be shared between the other cities.

27  
28 Mr. Drury said he thought it was a good idea that could be explored with the other three cities. He  
29 said one issue is that each city has three different codes and three different approaches—some  
30 cities may interpret the enforcement of building codes differently.

31  
32 Vice Mayor Grenier said as a local contractor he would never consider sharing building officials.

33  
34 Mr. Drury said the city has not received any complaints and the current building official is very  
35 helpful in working with the residents and contractors.

36  
37 **MOTION**

38  
39 **Lori Pfister moved to renew the current contract with Nova Engineering for an additional**  
40 **year, seconded by Kirby Smith. The motion carried unanimously 5-0.**

41  
42 **Tab 18) Donation of Cemetery Burial Plot to Judge Boylston Family**

43  
44 Mayor Wolfe discussed the precedent that the city has set for donating burial plots (Sheriff Chris  
45 Daniels and Officer Mike Poole) and that he thought it would be a nice gesture from the City to  
46 the family of Judge Boylston who passed away a week ago, to honor him with the donation of a

1 plot in the Tavares cemetery. He said even though Judge Boylston lived in Leesburg as he was  
2 going through his illness he made his own arrangements and requested to be buried in Tavares.

3  
4 **MOTION**

5  
6 **Sandy Gamble moved to donate a burial plot to the family of Judge Boylston, seconded by**  
7 **Kirby Smith. The motion carried unanimously 5-0.**

8  
9 **XI. OLD BUSINESS**

10  
11 **XII. NEW BUSINESS**

12  
13 **XIII. AUDIENCE TO BE HEARD**

14  
15 **Betty Burleigh**

16  
17 Ms. Burleigh said there were no representatives from the City at the last Historical Society  
18 meeting and Ms. Gay [of the Ghost Tours company] had done a great job at depicting Betsy  
19 Ross. Mr. Grenier agreed and noted he attended and that he anticipated the Ghost Tours would  
20 be very successful based on her performance at the meeting.

21  
22 **XV. REPORTS**

23  
24 **Tab 12) City Administrator**

25  
26 Mr. Drury stated his has no further information other than the upcoming meetings listed in the  
27 council packet.

28  
29 **Attorney Williams**

30  
31 **Finance Director**

32  
33 **Fire Chief**

34  
35 **Chief Lubins**

36  
37 **Communications Director**

38  
39 **City Clerk**

40  
41 **Utility Director**

42  
43 **Community Services Director**

44  
45 **Tab 14) City Council**

46  
47 **Councilmember Pfister**

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**Councilmember Gamble**

Councilmember Gamble asked Mr. Drury and Ms. Houghton to advise Council on the recent savings to be derived from the recent change in FRS contributions during the budget workshops.

Mr. Drury said he will be bringing that issue to the next council meeting.

**Vice Mayor Grenier**

**Councilmember Smith**

Councilmember Smith said he had driven by Hidden Cove after a recent storm to look at the stormwater repair work done in that area. He advised Mr. Hayes that everything appeared to be well restored and no impacts from the storm.

**Mayor Wolfe**

**Adjournment**

There was no further business and the meeting was adjourned at 5:39 p.m.

Respectfully submitted,

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Nancy A. Barnett, C.M.C., City Clerk