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**CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
MAY 19, 2010
CITY COUNCIL CHAMBERS**

COUNCILMEMBERS PRESENT

ABSENT

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

STAFF PRESENT

John Drury, City Administrator
Bob Williams, City Attorney
Nancy Barnett, City Clerk
Lori Houghton, Finance Director
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

Chaplain Pete Bandstra, Lake County Corrections, gave the invocation and those present recited the pledge of allegiance.

III. APPROVAL OF AGENDA

MOTION

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

1
2 **IV. APPROVAL OF MINUTES**

3
4 **MOTION**

5
6 **Bob Grenier moved to approve the minutes of the May 5, 2010 City Council Meeting, seconded by Kirby Smith. The motion carried unanimously, 5-0.**

7
8
9 **V. PROCLAMATIONS/PRESENTATIONS**

10
11 **None**

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

14
15
16 Attorney Williams advised that Tab 7 (Ordinance #2010-08) and Tab 8 (Ordinance #2010-09) were quasi-judicial. He asked that City Council disclose any ex parte discussions. He gave the oath to those who wished to speak. Mayor Wolfe said he had spoken to the owner of OTS Ventures some years ago.

17
18
19
20
21 **VII) READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

22
23 Ms. Barnett read the following ordinances by title only:

24
25 **ORDINANCE NO. 2010- 11**

26
27 **AN ORDINANCE AMENDING ORDINANCE 2008-05 OF THE CITY OF TAVARES, FLORIDA, AUTHORIZING THE USE OF GOLF CARTS AND LOW SPEED VEHICLES WITHIN THE DOWNTOWN COMMUNITY REDEVELOPMENT AREA (CRA); DELETING THE REQUIREMENT FOR GOLF CART DRIVERS TO HAVE A VALID DRIVERS LICENSE; AND PROVIDING FOR CONFLICT AND SEVERABILITY: AND PROVIDING FOR AN EFFECTIVE DATE.**

28
29
30
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32
33
34
35 **ORDINANCE 2010-07**

36
37 **AN ORDINANCE OF THE CITY OF TAVARES, FLORIDA AMENDING THE LAND DEVELOPMENT REGULATIONS; BY DELETING SECTION 8-11(B)(3)(C) THAT RESTRICTS CONVENTIONAL CONSTRUCTION WITHIN THE RMH-S (RESIDENTIAL MANUFACTURED HOME**

1 **2010, PROVIDING FOR A CHANGE OF FUTURE LAND USE**
2 **DESIGNATION ON APPROXIMATELY 9.2 ACRES LOCATED ON THE**
3 **NORTH SIDE OF COUNTY ROAD 448, APPROXIMATELY 1300 FEET**
4 **EAST OF THE INTERSECTION OF COUNTY ROAD 561 AND COUNTY**
5 **ROAD 448 FROM COUNTY URBAN EXPANSION TO CITY**
6 **INDUSTRIAL; PROVIDING FOR SEVERABILITY AND CONFLICTS;**
7 **PROVIDING FOR TRANSMITTAL; AND PROVIDING FOR AN**
8 **EFFECTIVE DATE.**

9
10 **VIII) CONSENT AGENDA**

11
12 Mayor Wolfe asked Council if they wished to pull an item from the Consent Agenda or if
13 anyone in the audience objected to an item.

14
15 Councilmember Smith asked to pull Tab 3 (Work Authorization with Malcolm Pirnie) and
16 Tab 4 (Award of Bid for Stormwater Improvements).

17
18 **MOTION**

19
20 **Sandy Gamble moved to approve the Consent Agenda, Tab 2 – Approval of**
21 **Contract with Regency Leisure Services for Commercial Boat Tour Services,**
22 **seconded by Bob Grenier. The motion carried unanimously 5-0.**

23
24 **Tab 3) Request to Approve Work Authorization with Malcolm Pirnie for Phase 2 of**
25 **the Consumptive Use Permitting Process with St. Johns River Water Management**
26 **District**

27
28 Mr. Hayes explained that this was a request to approve a work authorization with
29 Malcolm Pirnie for Phase 2 of the Consumptive Use Permitting process with St. John's
30 River Water Management District in the amount of \$120,000. He reviewed the details of
31 the permitting process.

32
33 Councilmember Smith questioned Mr. Hayes regarding whether there was an expiration
34 date, if the city would meet the deadline and if there would be a penalty. Mr. Hayes
35 noted the city will likely not meet the deadline but there will not be a penalty. He noted
36 the City is working closely with St. Johns.

37
38 Mayor Wolfe asked for comment from the audience.

39
40 **MOTION**

1
2 **Lori Pfister moved to approve the work authorization with Malcolm Pirnie to**
3 **continue with Phase 2 of the CUP process with the SJRWMD in the amount of**
4 **\$120,000, seconded by Kirby Smith. The motion carried unanimously 5-0.**
5

6 **Tab 4) Request to Award Bid to Correct Flooding Problem at Tavares Nature Park**
7

8 Mr. Hayes stated that this was a request to award the Drainage Improvements Bid to
9 correct the flooding problem at the Tavares Nature Park in the amount of \$20,886.50 to
10 Morris & Associates, Inc. He reviewed the drainage problems at the Nature Park and
11 the proposed project.

12
13 Councilmember Smith asked about the percentage of reserves left in the budget. Ms.
14 Houghton said 63% of appropriations are left in the budget and that it is a small fund.

15
16 Mayor Wolfe asked for comment from the audience.

17
18 **MOTION**

19
20 **Lori Pfister moved to award the bid to Morris and Associates, seconded by Sandy**
21 **Gamble. The motion carried unanimously 5-0.**
22

23 **Tab 5) Ordinance #2010-11 – Amendment to Golf Cart Ordinance – Read by Title**
24 **Only (SeeVII)**
25

26 **IX. ORDINANCES/RESOLUTIONS – PUBLIC HEARING**
27

28 **Tab 6) Ordinance #2010-07 – Amendment to Land Development Regulations to**
29 **Allow Site Built Homes in RMHP and RMHS**
30

31 Councilmember Gamble suggested that this item be tabled. He said if there is no
32 objection he would like revise the ordinance so that property owners would not have to
33 apply for a variance on setbacks as long as they met the fire codes. He said would like
34 some time to work with Mr. Tanner of the Planning & Zoning Board and staff. He said a
35 variance costs \$750.00 and he wanted it to be easier to comply.

36
37 **MOTION**
38

39 **Kirby Smith moved to continue the second reading of Ordinance #2010-07 to July**
40 **7, 2010, seconded by Bob Grenier. The motion carried unanimously 5-0.**

1
2 **Tab 7) Ordinance #2010-08 – Amendment to Judicial Center Planned Development**
3 **Ordinance to Amend Conceptual Plan to Allow the Emergency Operations Center**
4 **on Site.**
5

6 Mr. Skutt advised that this item was to amend Ordinance 2007-18, a PFD Zoning
7 Ordinance for the Lake County Campus, to allow modification of the site plan to permit
8 the construction of a new EOC building fronting onto Alfred Street. He reviewed the
9 details of the new proposed plan. He said the County has requested an amendment to
10 delete the requirement to sell the Clerk’s Record Center upon completion of the new
11 Judicial Center. A proposed compromise has been reached that would condition the
12 effective date of this ordinance upon the execution of an acceptable Interlocal
13 Agreement that stipulates terms, understandings, and conditions for the Judicial Center
14 project including the eventual sale of the Clerk’s Records Center. He noted that the
15 Planning & Zoning Board had voted not to recommend Ordinance #2010-08 as initially
16 presented to the Board and they voted to deny the changes. They did not have an
17 opportunity to consider the attached Interlocal Agreement with the County that was
18 drawn up after the meeting. The new proposed plan substantially reduces the size of
19 the Judicial Center expansion and adds an emergency operations and communications
20 center at the southwest corner of Alfred St. and Sinclair Avenue which is approximately
21 20,000 square feet. It also allows for future expansion of the Judicial Center although
22 not under consideration for the foreseeable future. Before the future expansion phase is
23 allowed the proposed ordinance requires that the County completes a parking study to
24 determine if additional parking is necessary.
25

26 Mr. Skutt noted he had provided four options. The first is to approve the ordinance
27 without the deletion of the section that concerns the Clerk’s Record Center (P&Z’s
28 recommendation); Option 2 to approve with the deletion of that section; Option 3 is that
29 City Council approves with the condition that the effective approval date is linked to the
30 approval of the Interlocal Agreement with the County. At the City’s option the sale of the
31 Records Center to the city would be at fair market value based on an independent
32 appraisal. The Clerk would have one year to vacate the building and the parking lot
33 behind the Judicial Center could be used for special events. The fourth option would be
34 to deny the ordinance. Staff recommends Option #3.
35

36 Attorney Williams noted that he had distributed the most recent version of the Interlocal
37 Agreement that he and the County Attorney had negotiated and discussed. He said this
38 is a better agreement than what was originally in the ordinance. The ordinance
39 contained a statement that the building would be sold upon completion of all the
40 improvements. The improvements were not required to be completed until 10 years. He

1 said there can be a legal problem with zoning ordinances that are tied to contractual
2 language. He said it is better to separate the two issues: there is the land use issue and
3 then there is the issue which is the eventual sale of the building to the City so it can be
4 used and put back into private ownership. He said the agreement has specific figures
5 and give the City a specific option to purchase at a formula that can be calculated when
6 the option dates come due. There will be a six month option period that begins to run
7 four and a half years from now.

8
9 Mayor Wolfe asked for public input.

10
11 **Interim County Manager**

12
13 Mr. Minkoff thanked the City and staff for their assistance in working out the details of
14 the ordinance and agreement.

15
16 Mr. Minkoff said the issue on the Records Center had come up by the County
17 Commission because of the current economic situation. Mr. Minkoff said construction on
18 the Judicial Center is anticipated to start in mid July if the Board approves the upcoming
19 bid award. He said the entire parking lot at the Judicial Center will be closed with the
20 exception of the justices and handicapped parking. Golf cart transportation will be
21 provided to assist the public during construction.

22
23 Mr. Minkoff reviewed the discussions being held in conjunction with the School Board
24 on the gateway property for the city's public safety building.

25
26 **MOTION**

27
28 **Lori Pfister moved to approve Option 3, seconded by Kirby Smith as follows:**

29
30 **That the City Council moves to approve Ordinance 2010-08 with the effective**
31 **approval date being at such time as an interlocal government agreement is**
32 **executed and recorded by the County and City. This agreement shall stipulate**
33 **terms including but not limited to:**

34
35 **A) Clerk's Record Center to be sold to the City at Fair Market Value based on an**
36 **independent appraisal within 4.5 years of this date.**

37
38 **B) The County Clerk would have one year to vacate the building after said sale,**
39 **subject to paying a fair market rental rate to the City.**

1 **C) The parking lot behind the Clerk's Record Center can be used by the City for**
2 **special events on weekends and holidays.**

3
4 **The motion carried unanimously 5-0.**

5
6 Mayor Wolfe asked to have Tab 13 moved up for consideration.

7
8 **Tab 13) Interlocal Agreement with Lake County for Roundabout**

9
10 Mr. Drury said that the agreement puts one million into an escrow account to guarantee
11 that the traffic circle gets constructed.

12
13 Councilmember Gamble said his main concern is that school buses and public buses
14 might have difficulty negotiating the traffic circle.

15
16 Mr. Drury said the design will be brought before Council and the scales of the vehicles
17 will be presented. He said it will be a traffic circle and that people will not be able to walk
18 into the circle as a previous design suggested.

19
20 Mr. Minkoff reiterated that the county engineer and city engineer have reviewed the
21 plans and that the Commission is supportive.

22
23 Mayor Wolfe asked for public comment.

24
25 **MOTION**

26
27 **Kirby Smith moved to approve the Interlocal Agreement with Lake County**
28 **concerning the construction of a roundabout, seconded by Bob Grenier.**

29
30 Councilmember Smith said he had done research on roundabouts. He said from what
31 he has read, they reduce traffic accidents by about 30% because it takes away the blind
32 spot on about 75% of the visual.

33
34 Mayor Wolfe noted that the Villages also have roundabouts and have large trucks
35 delivering items which are able to use the roundabouts.

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

38
39 **Tab 8) Ordinance #2010-09 – OTS Ventures LLC – 9.2 Acres CR 561 – Rezoning**
40 **from Lake County Heavy Manufacturing to City Industrial**

1
2 Mr. Skutt said that this was a request to consider re-zoning approximately 9.2 acres of
3 property located on the north side of CR 448, east of CR 561 to an Industrial
4 designation. The property is vacant and undeveloped and was annexed into the City in
5 2006. The Planning & Zoning Board recommended approval at its meeting in April.

6
7 Mayor Wolfe asked if there were comments from the audience.

8
9 **MOTION**

10
11 **Sandy Gamble moved to approve Ordinance #2010-09, seconded by Bob Grenier.**
12 **The motion carried unanimously 5-0.**

13
14 **Tab 9) Ordinance #2010-10 – OTS Ventures LLC – 9.2 Acres – Small Scale Future**
15 **Land Use Amendment from County Urban Expansion to City Industrial**

16
17 Mayor Wolfe noted that the Future Land Use Amendment accompanies the rezoning
18 ordinance. Mr. Drury said staff is available to answer any questions.

19
20 Mayor Wolfe asked if there were comments from the audience.

21
22 **MOTION**

23
24 **Kirby Smith moved to approve Ordinance #2010-10, seconded by Bob Grenier.**
25 **The motion carried unanimously 5-0.**

26
27 **X – GENERAL GOVERNMENT**

28
29 **Tab 10) Board Appointments**

30
31 Mayor Wolfe made the following board re-appointments.

32
33 **Planning & Zoning Board**

34
35 Sam Grist
36 John Tanner
37 John Adams
38 Jimmy Horner

39
40 **Library Board**

1
2 Charles Fox
3 Elizabeth Burleigh
4 Judy Eaton
5

6 **Community Redevelopment Area Advisory Committee**

7
8 Richard Root
9 Rick Joyce
10

11 Mayor Wolfe noted there would be one vacancy on this Committee
12

13 **MOTION**

14
15 **Sandy Gamble moved to approve the recommendations the Mayor has made for**
16 **the Board appointments, seconded by Bob Grenier. The motion carried**
17 **unanimously 5-0.**
18

19 **Tab 12) Acceptance of USDA Loan and Grant for Community Redevelopment**
20 **Area Water & Wastewater Upgrades**

21
22 Mr. Hayes reported that this issue was to accept a \$1,195,000 grant and \$15,805,000
23 low interest loan from USDA to upgrade the Water and Sewer infrastructure in the CRA
24 area.
25

26 Mr. Hayes reviewed the activities of the visioning session noting that the downtown
27 redevelopment plan had been approved that called for replacement of the old water and
28 sewer lines to support the Downtown Master Plan. He noted that staff from the USDA
29 was present along with other financial consultants and that Ms. Houghton had played a
30 vital role working with the various consultants and governmental agencies.
31

32 Mr. Drury said that staff will show examples of the existing pipes and what is proposed
33 for replacing them. He said a copy of the Malcolm Pirnie presentation has been
34 provided to Council.
35

36 **Tammy Ray, Malcolm Pirnie**

37
38 Ms. Ray discussed the various features involved in the loan and grant proposed. She
39 noted that the new system will provide for improvements to support economic
40 development and will provide greater water quality and quantity. She noted the city had

1 been able to offset those expected expenditures because of grants. She discussed
2 various grants that had been obtained to offset the budget. She said they will continue
3 to pursue other grants in combination with this new funding. Ms. Ray recommended that
4 the City accept the letter of condition for the downtown improvements. She
5 acknowledged the work of the staff from the USDA and noted it had been a year long
6 endeavor. She said they were able to access some of the American Recovery Money
7 which allowed the city to receive almost twice what a traditional rule development offer
8 would be.

9
10 Tom Bryant of Malcolm Pirnie

11
12 Mr. Bryant stated that the City had hired Info Metrics to go through the downtown
13 infrastructure and gather information on the utility system. He said much of the system
14 is in excess of 50 years old. He showed pictures of the pipes noting problems with
15 infiltration and inflow. He discussed the issue of continuing to maintaining the current
16 system versus replacing it. He said in today's system if the current system is kept over
17 40 years it will cost 30 million to maintain. If the new system is purchased the cost will
18 be about 22 million over the same time period.

19
20 Mr. Drury asked Mr. Thompson to bring the sample of the water pipe to show its rusted
21 condition. He noted the city has to add more treatment to the water to deal with the rust.
22 The new PVC pipes do not rust. He said the issue is that the city can continue to
23 replace current pipes or can take advantage of this funding opportunity. He discussed
24 the Alfred Street corridor project noting this was an opportunity to take care of the
25 infrastructure below the streets before the street resurfacing begins.

26
27 Mr. Drury said he has asked that the water rate study be reviewed. He said the goal is
28 to keep the rates stabilized. He said the conclusion is that when the costs are reduced
29 for maintenance, those costs can be substituted for debt service. He recommended that
30 Council authorize staff to have the rate study analyst update the rate study to include
31 this project and then present the updated rate study with this new project.at another
32 board meeting,

33
34 He noted this amount could be leveraged for other dollars and that over the coming year
35 the staff will be looking at the stormwater system. He said the system has been
36 designed but the funding needs to be secured.

37
38 Mr. Drury noted staff is moving forward with re-use. The ultimate goal is to put in the re-
39 use lines, fix stormwater and water and sewer lines, and then go ahead and do the
40 paving and landscaping. He said Council should also consider the inconvenience to the

1 public and to the businesses with the boil water notices and by doing the project
2 piecemeal.

3
4 Mayor Wolfe asked about the numbers being proposed. Ms. Ray explained how the
5 monies allocated previously were determined through the rate study, but could now be
6 designated to offset the debt proposed. Mayor Wolfe asked about the conditions of the
7 grant.

8
9 Ms. Ray noted there is a 12 month period to prepare for construction and up to five
10 years to complete the construction.

11
12 Councilmember Smith asked if signing the letter of intent would lock the city into a
13 contract agreement with USDA.

14
15 Ms. Ray said it does not. Mr. Drury said it earmarks the money for Tavares as there are
16 other cities who would be interested in this offer. The City would move forward with
17 design and negotiate a contract which would come back to Council along with an
18 updated rate study.

19
20 Councilmember Pfister questioned the need for another rate study. She said she
21 thought the rate study included all of the infrastructure issues. She asked if PVC was
22 safe for drinking water.

23
24 Mr. Drury said the rate study did not need to be updated. However he said the study
25 now shows dollars being expanded for the maintenance of the system and replacing
26 them year by year. He said all that would be done would be to update the rate study to
27 include this loan and reflect that it will lower the replacement costs long range.

28
29 Councilmember Smith said he would like more time to consider the information and
30 would like to see the rate study plan before making a decision. He asked if the decision
31 would be deferred for two weeks.

32
33 Councilmember Pfister asked Ms. Houghton to comment.

34
35 Ms. Houghton said she had discussed this with the rate study consultant. She said the
36 project was not originally included; gradual replacement of the system was intended.
37 She said the cost of those piecemeal replacements will be substituted by debt service.
38 She said she felt comfortable moving forward.

39
40 Councilmember Smith said he would like to study more information.

1
2 Mr. Drury questioned the USDA staff on the dates the letter needed to be accepted. He
3 said at the next meeting an in-house update will be done and that will be provided to
4 Council at the next meeting with an explanation.

5
6 Ms. Houghton said when the official agreement is signed it will also come back to
7 Council and will be reviewed by the bond counsel and City Attorney.

8
9 Mayor Wolfe asked if there was public comment.

10
11 Norm Hope, Fox Run

12
13 Mr. Hope spoke in support of the City signing on to receive the funding with the
14 understanding that it could back out if desired in the future.

15
16 T.J. Fish – Lake Sumter MPO

17
18 Mr. Fish spoke in support of accepting the funding noting that there had been supportive
19 discussion at a recent Tavares Chamber of Commerce meeting.

20
21 Norb Thomas, North New Hampshire Avenue

22
23 Mr. Thomas said he could understand Mr. Smith's concerns but he agreed with
24 Councilmember Pfister and that he supported accepting the offer today.

25
26 **MOTION**

27
28 **Sandy Gamble moved to accept the \$1,195,000 million grant and the \$15,805,000**
29 **loan from the USDA for the upgrading of the existing water and sewer**
30 **infrastructure in the CRA and to authorize the Mayor to sign the letter of condition**
31 **and the related forms. The motion was seconded by Lori Pfister. The motion**
32 **carried unanimously 5-0.**

33
34 **Tab 12) Consideration of Local Match to Improve Florida Central Railroad**
35 **Corridor**

36
37 Mr. Neron said that this was a request to have City Council review the attached
38 information and consider providing its proposed share of the local match to improve the
39 Florida Central Railroad Corridor. He noted that on May 8, 2008 Council had adopted a
40 local economic development policy. Part of that included the development of a freight

1 village and related improvements on the railroad corridor. He discussed the proposed
2 railroad improvements. He noted the attached letter from the MPO. The statute has
3 included in the FDOT tentative Work Program for next fiscal year beginning July 1st,
4 13.8 million that would help accomplish the improvements. The \$13.8 must be matched
5 with a 25% local match consisting of approximately 4.6 million. There are two counties
6 and six cities who are proposed to provide funding. The City of Tavares share would be
7 \$328,334 which has to be included in the next fiscal year. He said the staff
8 recommendation is to direct the City Administrator to provide sources of funding in the
9 upcoming budget.

10
11 Mayor Wolfe asked if there was comment from the audience.

12
13 T.J. Fish

14
15 Mr. Fish said the opportunity is for freight rail. He said the city has done a good job by
16 taking the lead on the Dora bridge replacement. He said FDOT has provided the funds
17 because of much work done behind the scenes by Florida Central Railroad. He said
18 there may be some other options for funding that would come back to Council. The
19 funds will not be available until July 1st. He said the County will likely not commit until
20 they see unity among the three cities.

21
22 **MOTION**

23
24 **Lori Pfister moved to approve the proposed plan to improve the Florida Central**
25 **Railroad Corridor Plan and Local Match Proposal and to direct the City**
26 **Administrator to develop a funding proposal for the City's local match of \$383,334**
27 **to be brought back for Council consideration during the summer budget review**
28 **meetings. The motion was seconded by Bob Grenier. The motion carried**
29 **unanimously 5-0.**

30
31 **Tab 14) Discussion on Charter Amendment to Change to Four Year Terms**

32
33 Ms. Barnett noted this was a request to discuss a referendum to change to four year
34 terms. She noted that in Tavares an election is held every year but changing to a four
35 year term would allow the city to always be on the county ballot. This would save
36 considerable costs for the taxpayer.

37
38 Vice Mayor Pfister discussed the issue of the cost savings and the issue that having
39 longer terms would help the councilmembers be more productive.

1 Mayor Wolfe asked for comment from the audience.

2

3 Charlotte Hope, Fox Run

4

5 Ms. Hope said she agreed with Councilmember Pfister and that she was supportive of
6 the referendum.

7

8 James A. Krull, Resident of Tavares

9

10 Mr. Krull said that he disagreed and that the shorter term is proper.

11

12 Denise Laratta, Royal Harbor

13

14 Ms. Laratta said she supported the referendum and that she believed the most
15 important issue was the educational process for councilmembers which would be
16 improved by a four year term.

17

18 **MOTION**

19

20 **Lori Pfister moved to have staff develop an ordinance for a referendum, seconded**
21 **by Bob Grenier.**

22

23 Councilmember Grenier said he is in his second year and although he is feeling more
24 knowledgeable, now has to think about re-election while at the same time having
25 several projects underway.

26

27 Councilmember Gamble said he agreed with the four year terms but it will be important
28 to make the public aware of the cost factor. He discussed the small numbers of voters
29 that used to vote in the March election before it was moved to November.

30

31 **The motion carried unanimously 5-0.**

32

33 **Tab 15) Review City Administrator's Performance Review and Council Goals**

34

35 Mayor Wolfe reported that the City Administrator's employment contract calls for an
36 annual performance evaluation prior to the adoption of the annual budget and an
37 increase to the annual salary and/or other benefits. He noted that the five (5) City
38 Administrator Performance Evaluations conducted by each Council member had been
39 provided. Each member has met personally with the City Administrator and has

1 reviewed their evaluations with him. At the end of each evaluation is a list of Council
2 Goals.

3
4 Typically, Council will review the Administrators Performance evaluation, review the
5 Council's goals for the next year and authorize the Mayor to negotiate salary
6 adjustments with the City Administrator and bring back a recommendation to the full
7 Council at the next meeting on any "salary and/or other benefits" adjustments.

8
9 **Councilmember Gamble**

10
11 Councilmember Gamble said he had explained how he had rated Mr. Drury when he
12 met with him. He discussed how he had rated him. He said he was proud to have been
13 on Council when he was hired to be City Administrator.

14
15 **Councilmember Grenier**

16
17 Councilmember Grenier said he felt Mr. Drury has never put himself above the city of
18 Tavares residents or its councilmembers and that he is a team player and has
19 extraordinary vision. He said he would be voting for the Mayor to renegotiate his
20 contract.

21
22 **Councilmember Smith**

23
24 Councilmember Smith said he agreed and that without Mr. Drury and his leadership
25 abilities and the staff he has assembled and the outside of the box thinking the city
26 would not be where it is today. He said he supported the Mayor renegotiating with the
27 City Administrator.

28
29 **Vice Mayor Pfister**

30
31 Vice Mayor Pfister said she loved Mr. Drury's enthusiasm and excitement for projects
32 and what he has done for the City. She said she feels fortunate to be on Council with
33 Mr. Drury carrying out Council's plans. She said the city needed him to stay and the
34 Mayor needed to renegotiate a contract.

35
36 **Mayor Wolfe**

37
38 Mayor Wolfe said that he believed Mr. Drury has exceeded in every aspect of his job
39 and he had rated him accordingly. He said the goals from last year he has either
40 implemented or completed. He read his overall comments into the record: "John has

1 met every challenge thrown at him. His leadership is unequalled by other cities. John
2 has a ‘can do’ attitude and reflects on the excellent staff that he has assembled and is
3 here today. This city could not have done any better with any other leader and council
4 need to ensure ourselves and our citizens and business owners that we retain John for
5 many years.”

6
7 **MOTION**

8
9 **Lori Pfister moved that Mayor Wolfe proceed to negotiate with the City**
10 **Administrator John Drury to retain his services, seconded by Bob Grenier. The**
11 **motion carried unanimously 5-0.**

12
13 **Goals**

14
15 Mr. Drury said he would bring back Council’s list of goals at the next Council Meeting
16 and said they could be discussed at that time. He asked that Council review the goals
17 and indicate if there were goals they did not wish staff to work on, or if there were others
18 to be added. Council will then vote to approve a collective list of goals.

19
20 **Tab 16) Discussion of Sister City Initiative Program**

21 .
22 Mayor Wolfe distributed information on a proposed Sister City in Taiwan. He noted that
23 the City has held a Dragonboat Festival for the last eight years. He said the Taiwanese
24 Economic Development Council out of Miami has an interest in the festival and helps to
25 support it. He said this year he met with the Director General of the Taiwanese
26 Economic Culture Office with the Rotary President. He said he had discussed with them
27 the fact that Tavares is looking for investors and the concept of a Sister city in Taiwan.
28 He discussed the City of Xindian in Taiwan and noted that they have a Dragonboat
29 Festival, seaplanes and a waterfront city. Mayor Wolfe asked for Mr. Paul of the
30 Taiwanese Economic Development Council from Leesburg to speak.

31
32 Mr. Paul said that he had met people through the Dragonboat Festival and had noted
33 the growth in Tavares despite the economic problems in the county. He asked Council
34 to consider the Sister City initiative as it would provide an opportunity for the City to gain
35 more international recognition.

36
37 Discussion followed with the consensus that Council supported the concept.

38
39 Mr. Drury recommended that Council direct the Mayor to return with a resolution and
40 more information on the Sister City program.

1
2 Mayor Wolfe asked for comment from the public.

3
4 Denise Laratta

5
6 Ms. Laratta commended the Mayor for taking action on this idea.

7
8 Mr. Drury said that in the next agenda there will be more information available for the
9 public.

10

11 **MOTION**

12

13 **Sandy Gamble moved to proceed further and have the Mayor and staff bring back
14 a resolution, seconded by Kirby Smith. The motion carried unanimously 5-0.**

15

16 Councilmember Gamble expressed appreciation to Mayor Wolfe.

17

18 **XI. OLD BUSINESS**

19

20 **Update on Seaplane Base and Marina**

21

22 Vice Mayor Pfister noted the city is completing Phase I of the project and is reviewing
23 the “punch list.” The final review will be in about 30 days. She noted the next phase is
24 the pier and the two story pavilion. She noted the pavilion is out for pre-design.

25

26 Vice Mayor Pfister noted there is a problem with parking space because of increase in
27 attendance at events and visitors coming in to the City. She said she would like the City
28 Administrator and staff investigate to see what other property might be available for
29 expansion.

30

31 **MOTION**

32

33 **Lori Pfister moved to direct the City Administrator and staff to see if there are
34 additional properties available to increase the waterfront and bring back the
35 information to City Council, seconded by Bob Grenier. The motion carried
36 unanimously 5-0.**

37

38 **XII. NEW BUSINESS**

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40 **XIII. AUDIENCE TO BE HEARD**

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Don Campbell, 1502 E. Alfred

Mr. Campbell distributed invitations to Council to attend the Boy Scouts Flag Retirement Ceremony in Wooton Park on June 12th. He said he appreciated the City’s support of the Boy Scouts.

James Krull

Mr. Krull said he is a pilot and has flown into Tavares in a seaplane and that he likes what he has been seeing. He said he is glad he can spend his money locally. He thanked Council for their work.

XIV. REPORTS

Tab 12) City Administrator

John Drury

Mr. Drury said he had nothing to add to the Upcoming Meetings information.

Lori Houghton

Ms. Houghton said she is excited about the city in Taiwan as she has family members who are from Taiwan.

Tab 13) City Council

Councilmember Gamble

Noted he had been approached by a grandparent visiting the splash park with her grandchild who complained about the temperature of the water. He asked if there was a way to control the water temperature.

Discussion held and It was noted that the water temperature is controlled by solar energy and is the reason it is not open during the winter months.

Councilmember Grenier

1 Noted that Monday May 26 will be the American Legion Memorial Service at the
2 Tavares Cemetery and he will be the guest speaker and he encouraged everyone to
3 attend.
4

5 **Councilmember Smith**
6

7 Councilmember Smith asked if there could be better identification put up for the Splash
8 Park. Mr. Neron said he would work with Mr. Thompson to put up a sign.
9

10 Mr. Drury noted that the Way Finding signs will provide information on that as well.
11

12 **Mayor Wolfe**
13

14 Mayor Wolfe noted the trees and shrubs on Main Street by the Water Authority need to
15 be trimmed back.
16

17 **Adjournment**
18

19 There was no further business and the meeting was adjourned at 6:39 p.m.
20

21 Respectfully submitted,
22
23
24

25 _____
26 Nancy A. Barnett, C.M.C.
City Clerk