

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40

**CITY OF TAVARES
MINUTES OF REGULAR COUNCIL MEETING
APRIL 2, 2008
TAVARES CIVIC CENTER**

Mayor Clutts called the meeting to order at 4:00 p.m.

COUNCILMEMBERS PRESENT

ABSENT

Nancy Clutts, Mayor
Robert Wolfe, Vice Mayor
Sandy Gamble, Councilmember
Lori Pfister, Councilmember
Norb Thomas, Councilmember

STAFF PRESENT

John Drury, City Administrator
Robert Williams, City Attorney
Susie Novack, Deputy City Clerk
Lori Houghton, Director of Finance
Jacques Skutt, Director of Community Development
Bill Neron, Director of Economic Development/Grants
Chief Richard Keith, Fire Department
Chief Stoney Lubins, Police Department
Lori Tucker, Director of Human Resources
Brad Hayes, Director of Utilities
Heath Frederick, Director of Public Works
Tamera Rogers, Director of Community Services

William Tyson, Pastor, Union Congregational Church, gave the invocation and those present recited the Pledge of Allegiance.

3) APPROVAL OF AGENDA

Mayor Clutts asked to place Mr. Lou Ronca, Executive Vice President, Sunnyland Chapter, Antique and Classic Boat Society, Inc., as item 3A on the agenda. She said Mr. Ronca will be providing comments on the Antique Classic Boat Festival held March 27-30, 2008 in Wooton Park.

1 Mayor Clutts inquired if any additions or changes were recommended by Staff. Mr. Drury
2 stated no.

3

4 **MOTION**

5

6 **Norb Thomas moved to approve the agenda as modified with agenda item 3A [Lou**
7 **Ronca – Antique Classic Boat Festival], seconded by Sandy Gamble. The motion**
8 **carried unanimously, 5-0.**

9

10 Mayor Clutts introduced Cecilia Smith, Economic Development/Grants Coordinator, and
11 thanked her for her efforts during the Sunnyland Antique and Classic Boat Festival.

12

13 **3A) Lou Ronca – Antique Classic Boat Festival**

14

15 Mr. Lou Ronca provided a background of how the City of Tavares was chosen as the new
16 venue for the Antique and Classic Boat Festival. Mr. Ronca commended the Tavares City
17 Council, Bill Neron, Tamera Rogers, Cecilia Smith, Chris Thompson, Chief Keith, Chief
18 Lubins, and all of the City Staff for everyone’s cooperation in putting on the event. Mr.
19 Ronca read several excerpts from emails that he received from Sunnyland Chapter members
20 praising the event and commending the City and Staff. Mr. Ronca presented the Mayor and
21 Councilmembers with a 2008 event collector poster signed by the volunteers.

22

23 Mayor Clutts thanked the Sunnyland Chapter for sharing the Antique Boat Festival with the
24 City as well as the City’s leadership and Staff for working in unison and conveying a Tavares
25 brand of teamwork.

26

27 Mr. Drury said it was a fantastic event and the City looks forward to growing with Sunnyland.

28

29 **4) APPROVAL OF MINUTES**

30

31 **MOTION**

32

33 **Robert Wolfe moved for approval of the March 19, 2008 Regular City Council Meeting**
34 **minutes, seconded by Norb Thomas. The motion carried unanimously, 5-0.**

35

36 **5) PROCLAMATIONS/PRESENTATIONS**

37

38 **5A) National Public Works Week – May 18-24, 2008**

39

1 Mayor Clutts read a proclamation designating May 18-24, 2008 as National Public Works
2 Week.

3
4 **6) SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EX-PARTE**
5 **CONTACTS**

6
7 Attorney Williams swore in the audience members who wished to speak on the quasi-judicial
8 matters on the agenda.

9
10 **7) READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD**

11
12 Ms. Novack read the following resolutions by title only; (Consent Agenda)

13
14 **RESOLUTION 2008-09**

15
16 **A RESOLUTION OF THE CITY OF TAVARES, FLORIDA,**
17 **GRANTING VARIANCES TO THE CITY OF TAVARES LAND**
18 **DEVELOPMENT REGULATIONS, SPECIFICALLY, CHAPTER 11,**
19 **SECTION 4(B), PERIMETER BUFFERS; CHAPTER 20, SECTION 6,**
20 **OFF-STREET PARKING DESIGN STANDARDS; FOR PROPERTY**
21 **LOCATED ON THE NORTH SIDE OF WOODLEA ROAD,**
22 **APPROXIMATELY 184 FEET EAST OF CEDAR AVENUE; SUBJECT**
23 **TO THE RULES, REGULATIONS AND OBLIGATIONS ORDAINED**
24 **BY THE CITY OF TAVARES COUNCIL; PROVIDING AN**
25 **EFFECTIVE DATE.**

26
27 **RESOLUTION 2008-10**

28
29 **A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF**
30 **TAVARES, FLORIDA, TO VACATE PORTIONS OF NEW**
31 **HAMPSHIRE AVENUE, ROCKINGHAM AVENUE, ST CLAIR**
32 **ABRAMS AVENUE AND LOT H, BLOCK 2 (MURPHY ACT LANDS)**
33 **ALL LOCATED WITHIN WOOTON PARK, SUBJECT TO THE**
34 **RULES AND REGULATIONS ORDAINED BY THE CITY OF**
35 **TAVARES COUNCIL; PROVIDING FOR AN EFFECTIVE DATE.**

36
37 **RESOLUTION 2008-11**

38
39 **A RESOLUTION OF THE CITY OF TAVARES, FLORIDA,**
40 **GRANTING VARIANCES TO THE CITY OF TAVARES LAND**

1
2 **Sandy Gamble moved to approve the Consent Agenda [Resolution 2008-08 – Variance**
3 **for Buffers & Parking at the Jungle Zone – North Side of Woodlea, Across from**
4 **Agricultural Center; Resolution 2008-10 – Vacation of Portions of St. Clair Abrams,**
5 **Rockingham, New Hampshire, Block “H” at Wooton Park (Unopened Rights of Ways);**
6 **Resolution 2008-11 – Variance to Parking Regulations, Lots 80 & 81 – 1.66 Acres at**
7 **Lake Saunders Point – Dora Avenue Office Complex]. The motion was seconded by**
8 **Norb Thomas. The motion carried unanimously, 5-0.**
9

10 **9) ORDINANCES**

11
12 Mayor Clutts said Ordinances 2008-07 and 2008-08 have been read into the record, and all
13 public input and deliberation for the second reading of these ordinances will be reserved to the
14 Regular City Council Meeting scheduled April 23, 2008.
15

16 **10) GENERAL GOVERNMENT**

17
18 **10A) Naming of the Seaplane Basin – Resolution 2008-13**

19
20 Mr. Drury presented the following report regarding the naming of the Seaplane Basin;
21

22 **AGENDA ITEM NO. 10 A**
23 **SUBJECT TITLE: Resolution #2008-13 – Naming of Seaplane Base and Marina**
24

25 **OBJECTIVE:**

26
27 To select a name for the Seaplane Base and Marina
28

29 **SUMMARY:**

30
31 Previously the Council authorized the establishment of a Seaplane Base and Marina on the
32 shores of Lake Dora in down town Tavares at Wooton Park to 1) improve safety between
33 boaters and seaplanes, 2) support the down town multi modal transportation system that is
34 currently under development, and 3) to stimulate down town revitalization initiatives.
35

36 Seaplane Base licensing applications for Florida Department of Transportation and Federal
37 Aviation Administration require a name and supporting resolution from the City Council
38 confirming the name. Below is a sampling of names of seaplane bases in Florida and around
39 the country.
40

41 Ryan Aviation Seaplane Base – Palm Coast, FL
42 Oak Harbor Seaplane Base – Haines City, FL
43 Jack Brown’s Seaplane Base – Winter Haven, FL

1 Miami Seaplane Base – Miami, Fl
2 Greenville Seaplane Base – Greenville Maine
3 Seattle Seaplanes Seaplane Base – Seattle WA
4 Lake Hood Seaplane Base – Anchorage Alaska
5

6 City Administrator suggestions include:
7

8 Tavares Seaplane Base and Marina
9 Golden Triangle Seaplane Base and Marina
10 Lake County Seaplane Base and Marina
11 Central Florida Seaplane Base and Marina
12 Jimmy Buffet Seaplane Base (This would have some copyright issues and is
13 provided to stimulate “out of the box” thinking)
14

15 As it relates to “out of the box” thinking, others had fun coming up with names for Council’s
16 perusal (see attached listing).
17

18 **OPTIONS:**
19

- 20 1) Discuss and select a name for the Seaplane Base and Marina
21 2) Hold a local Seaplane Base Naming Contest
22 3) Work with the National Seaplane Pilots Association and hold a nation wide seaplane base
23 naming contest, obtain sponsorship for a prize from seaplane suppliers and manufactures
24 and advertise the contest in the National Seaplane Pilots Association magazine along with
25 an article about Tavares, with Council selecting the name and winner.
26

27 **STAFF RECOMMENDATION:**
28

29 That Council move to work with the National Seaplane Pilots Association to hold a nation
30 wide contest with Council selecting the name and winner.
31

32 **FISCAL IMPACT:** None
33

34 Mr. Drury noted that Staff has provided a resolution sample in the agenda packet regarding
35 naming the Seaplane Base which will be required once Council has selected a name.
36

37 Mr. Drury stated his recommendation to work with the National Seaplane Pilots Association
38 and hold a naming contest for the following reasons;
39

- 40 • The target audience are the nations seaplane pilots.
41 • Opportunity to tell the Tavares story and let them know where their newest
42 seaplane base is being developed.
43 • marketing.
44

1 Councilmember Pfister inquired if there is a timeline for the licensing and permitting. Mr.
2 Drury said the contest would take three to four months and would fall within the timeline of
3 the licensing.

4
5 Attorney Williams inquired about the three letter airport abbreviations. Mr. Drury said the
6 City will recommend a three letter identifier/code but that most have already been taken. He
7 said numbers and a two letter identifier are being used for the most recent airports and
8 typically the identifier is tied to the name of the airport if possible. A complete listing of
9 airport identifiers/codes is located on the Federal Aviation Administration (FAA) website.

10
11 Mayor Clutts asked for comments from the audience.

12
13 **MOTION**

14
15 **Robert Wolfe moved to accept Staff's recommendation to work with the National**
16 **Seaplane Pilots Association to hold a nationwide contest to name the Seaplane Basin**
17 **Marina, seconded by Lori Pfister. The motion carried unanimously, 5-0.**

18
19 **10B) Lake County Impact Fee Priorities – Five Year Transportation Plan**

20
21 Mr. Skutt provided the following summary;

22
23 **AGENDA ITEM NO. 10 B**
24 **SUBJECT TITLE: County Road Impact Fee Projects-Establishment of Priorities**

25
26 **OBJECTIVE:**

27 To present Lake County's Department of Public Works proposed Five Year Transportation
28 Plan and to establish priorities for the City of Tavares.

29
30 **SUMMARY:**

31 Lake County Public Works has developed a proposed five year transportation construction
32 plan. The County is requesting municipalities to review these proposed projects and to submit
33 back any additional requests or changes with desired prioritization. On May 8, 2008, the
34 County will hold meetings with the individual municipalities to discuss these priorities. A
35 tentative draft program will be submitted to the Board of County Commissioners and
36 municipalities for review on July 22, 2008 with final approval for projects scheduled for
37 August 19, 2008.

38
39 The City of Tavares is located in Road Impact Fee Benefit District 2. The following two
40 projects are identified in the proposed plan.

41
42 **1. Woodlea Road-** from SR-19 to Lane Park Road

1 Widen to 24 feet, curb & gutter from SR-19 to Park, construct sidewalk, bike path on north
2 side. Approximately 9,140 linear feet.
3 Total Cost Estimate- \$5,434,000
4 Year 2008-Right-of-Way acquisition-\$200,000
5 Year 2009-Construction-\$5,234,000
6

7 **2. Old 441-** Alfred Street from SR-19 to Bay Road

8 Widen to 3-Lane, signal upgrades, median, and sidewalk. Approximately 16,200 linear feet.
9 Year 2010- \$500,000 Design
10

11 The Alfred Street PD&E Study conducted by DRMP culminated with a recommendation for
12 one-way pairing with Caroline Street in the downtown area and a three lane alternative for the
13 central and eastern segments of the road. Caroline is not a County Road and the City has not
14 received an official response from the County on whether this road would be eligible or
15 considered for County funding.
16

17 The City is undertaking an ambitious revitalization of our downtown, highlighted by exciting
18 new events in Wootton Park, a visionary new master plan for our CRA District and extensive
19 construction projects such as Tavares Station and the new Judicial Center and parking garage.
20 Of key importance to the redevelopment of our downtown is the provision of adequate
21 supporting infrastructure such as roads. These road improvements should precede private
22 development to minimize disruptive impact. At present, there is no projected construction
23 date for Alfred Street and no funding committed to Caroline Street. It is staff's opinion that
24 the downtown segment of Alfred Street (between SR-19 and Dora Avenue) along with the
25 one-way pairing of Caroline Street should be identified as a priority and scheduled for design
26 in 2009 and construction in 2010.
27

28 **OPTIONS:**
29

- 30 1) Move to accept Lake County's five year transportation plan with a request to prioritize
31 the Alfred Street downtown segment.
- 32 2) Move to accept Lake County's five year transportation plan as proposed.
- 33 3) Identify other County Road improvements that should be included in the five year plan.
34

35 **STAFF RECOMMENDATION:**
36

37 That Council moves to recommend that Lake County's five year transportation plan be
38 amended to prioritize the Alfred Street downtown segment along with the one-way pairing of
39 Caroline with a schedule of design in 2009 and construction in 2010.
40

41 **FISCAL IMPACT:** N/A
42

43 Councilmember Gamble inquired about the start date of the parking garage construction. Mr.
44 Skutt said the site plan was approved within the past week, but did not know the proposed
45 construction start date. Mr. Gamble said that if the road improvements are made at the same

1 time or before the parking garage construction then it will help facilitate traffic flow and may
2 help support the request.

3
4 Mayor Clutts said that Council may also want to consider providing direction to Staff to work
5 and coordinate with the County to begin a conversation regarding Caroline Street, and that
6 City may be able to engage in a partnership with the County through maintenance and
7 construction agreements.

8
9 Councilmember Gamble stated it was his understanding that road impact fees would be
10 utilized for the road improvements. Mr. Drury noted that Alfred Street/Old 441 is a county
11 road, and Caroline Street is a City road. He said impact fees would be eligible for making the
12 improvements but the county has not made a decision to reconstruct Caroline Street.
13 Councilmember Gamble said that Council will need to give thought if the City is going to put
14 monies into the project, how the project will be funded, and if it is feasible for the City. Mr.
15 Drury said that with Council’s direction Staff can begin discussion with the county to try to
16 negotiate an interlocal agreement as well as instruct staff to bring back an option on funding
17 the construction that the County and City might both be interested in agreeing to. He said
18 staff can then come back before Council with recommendations.

19
20 **MOTION**

21
22 **Sandy Gamble moved to approve Option #1 [Move to accept Lake County’s five year**
23 **transportation plan with a request to prioritize the Alfred Street downtown segment],**
24 **seconded by Lori Pfister. The motion carried unanimously, 5-0.**

25
26 Mayor Clutts noted Mr. Drury has requested further direction to bring back options for
27 funding at a later date to the Council after Staff has had time to interact with the County Staff.

28
29 **MOTION**

30
31 **Sandy Gamble moved for staff to bring back options for funding at a later date to**
32 **Council after staff has had time to interact with the County’s staff, seconded by Lori**
33 **Pfister. The motion carried unanimously, 5-0.**

34
35 Councilmember Thomas asked for clarification of the motion because he felt it should have
36 reflected the Staff recommendation regarding design and construction deadlines. Mr. Drury
37 agreed that the actual language of the recommendation should have included “in 2009 for
38 design and in 2010 for construction.” He felt that was the intention of the recommendation
39 and Mr. Skutt concurred.

1 **MOTION**

2
3 **Norb Thomas moved to clarify the previous motion by moving to accept Lake County’s**
4 **five year transportation plan with a request to include the Alfred Street downtown**
5 **segment along with the one way pairing of Caroline Street with a scheduled design in**
6 **2009 and construction in 2010. The motion was seconded by Sandy Gamble. The**
7 **motion carried unanimously, 5-0.**

8
9 **11) OLD BUSINESS**

10
11 None.

12
13 **12) NEW BUSINESS**

14
15 None.

16
17 **13) AUDIENCE TO BE HEARD**

18
19 Mayor Clutts invited audience members to come forward if they wish to speak to Council on
20 any item including items on the agenda.

21
22 Mr. Norman Hope, Fox Run Subdivision, thanked the City Council for keeping the drainage
23 project in the budget during a tight fiscal year and for the continuing flow of information and
24 cooperation from the City and Staff.

25
26 **14) REPORTS**

27
28 **City Attorney**

- 29
30 • Attorney Williams noted that he, Mayor Clutts, and Mr. Neron recently attended a
31 Orlando Utilities Commission (OUC) Settlement Joint Meeting with the
32 representatives of OUC and Saint Johns River Water Management District. He said it
33 doesn’t look promising that the OUC option for Lake County of up to 5mgd
34 alternative water will be economically feasible for the City of Tavares partially due to
35 the cost of getting the water from Yankee Lake to Tavares. He said legislative
36 amendments and direction is needed for the area as there is no great alternative water
37 supply while at the same time the area is sitting on a relatively untouched aquifer and
38 getting no credit for any of our abandoned agricultural wells.

39
40 **Councilmember Pfister**

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40

- Councilmember Pfister said she is proud and fortunate to be serving on the Tavares City Council at a time when there is such a positive aura in the air and thanked Staff for doing a great job.

•
Councilmember Thomas

- Councilmember Thomas thanked Staff for their work on the recent events. He said everyone worked so well together on the Antique Boat Festival and it was a fabulous show.

Councilmember Gamble

- Councilmember Gamble noted he was out of town during the Antique Boat Festival but received a lot of accolades about the event. He said Staff is doing a great job and Council appreciates it.
- Councilmember Gamble said it has been brought to his attention that the Water Taxi hulls will need to be maintained by painting the bottom on an annual basis. He said the City may want to consider building an area where the Water Taxis can be stored, launched, and maintained.
- Councilmember Gamble said he received a letter regarding the County cutting library funding to the City. He said he would like to see the City try to negotiate with the County for reconsideration.

Vice Mayor Wolfe

- Vice Mayor Wolfe said Staff did an outstanding job at the Antique Boat Festival, and that he has received nothing but positive feedback. He said we proved that Tavares can handle an event like this.

City Administrator

- Mr. Drury said that a list of upcoming meetings has been provided in the agenda packet. He noted the next City Council Meeting has been moved (from April 16, 2008) to April 23, 2008.
- Mr. Drury said that during the Antique Boat Festival Dinner held at Lake Receptions on Saturday, March 29, 2008, he heard nothing but very positive comments about the

1 Tavares City Council and the direction they have provided Staff. He said that he
2 appreciates Council’s direction to Staff and direction in the area of economic
3 development and downtown revitalization.
4

- 5 • Mr. Drury said the Sounds of Freedom war birds will provide a flyby during the
6 Antique Boat Festival on Sunday, March 30, 2008 at 1:00 p.m.

7
8 **Chief Keith**
9

- 10 • Chief Keith noted the newly purchased Fire Truck has arrived and is outside City Hall
11 for those who wish see it. He thanked Council and said the Fire Department is proud
12 and the fire truck will serve the City well.

13
14 **Lori Houghton**
15

- 16 • Ms. Houghton thanked City Council for recognizing all of Staff’s efforts.

17
18 **Mayor Clutts**
19

- 20 • Mayor Clutts said that the input that the City Council has received has been
21 phenomenal and Tavares is being recognized on all fronts and levels throughout the
22 state. Ms. Clutts asked that this be relayed to all City employees.

23
24 Mr. Drury said he was pleased that Senator Baker and the Florida Fish and Game chose
25 Tavares to restock bass into our lakes on Saturday, Marcy 29, 2008.

26
27 **Adjournment**
28

29 There was no further business and the meeting was adjourned at 5:02 p.m.

30 Respectfully submitted,
31
32
33

34 _____
35 M. Sue Novack-Wilson, C.M.C.
36 Deputy City Clerk