



**TAVARES CITY COUNCIL
MEETING MINUTES
MARCH 20, 2024 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Bob Grenier, Mayor
Sandy Gamble, Vice Mayor
Lori Pfister, Council Member
Walter Price, Council Member
Troy Singer, Council Member**

STAFF PRESENT

**John Drury, City Administrator
Lindsay Holt, City Attorney
Susie Novack, City Clerk
Antonio Fabre, Interim Community Development Director
Scott Aldrich, Community Services Director
Bob Tweedie, Economic Development Director
Lori Houghton, Finance Director
Richard Keith, Fire Chief
Crissy Bublitz, Human Resources Director
James Dillon, Public Works Director
Mark O'Keefe, Public Communications Director
Sarah Coursey, Police Chief
Phil Clark, Utilities Director**

I. CALL TO ORDER

Mayor Grenier called the meeting to order at 4:00 p.m. He asked those who wished to speak on an agenda item to complete and submit a Request to Speak form.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Chase Allen, First Baptist Church of Umatilla

Pastor Chase Allen, First Baptist Church of Umatilla, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Mayor Grenier asked if there were any changes to the Agenda. Mr. Drury said staff had no changes.

MOTION

Walter Price moved to approve the Agenda, seconded by Sandy Gamble. The motion carried unanimously 5-0.

IV. PROCLAMATIONS/PRESENTATIONS

Tab 2. Proclamation – Rosie the Riveter

Mayor Grenier read a Proclamation declaring March 21, 2024, Rosie the Riveter Day in the City of Tavares. Rosie the Riveter Day is a day of recognition and appreciation for the countless women who took on essential roles in factories, shipyards, and other workplaces during the war effort during World War II.

MOTION

Sandy Gamble moved to approve the Proclamation, seconded by Troy Singer. The motion carried unanimously 5-0.

Angie Morthland, Vice President of the American Rosie the Riveter Association and re-enactor, said Tavares was the first municipality in Florida to present the organization with a Proclamation. She thanked the City Council and invited those present to attend her speaking engagement at the Tavares Library on March 21, 2024.

V. SWEARING IN BY CITY ATTORNEY AND DISCLOSURE OF EXPARTE COMMUNICATIONS

Attorney Holt stated there were no quasi-judicial matters before the Council for consideration.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following ordinances by title only:

RESOLUTION 2024-05

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA, AUTHORIZING THE ACCEPTANCE OF A FLORIDA DEPARTMENT OF

ENVIRONMENTAL PROTECTION GRANT FROM THE STATE OF FLORIDA TO DESIGN AND CONSTRUCT A NEW WET DETENTION STORMWATER TREATMENT POND ON NORTH ST. CLAIR ABRAMS AVENUE.

VII. CONSENT AGENDA

Mayor Grenier asked if anyone wished to pull an item from the Consent Agenda for discussion. There were no requests.

MOTION

Troy Singer moved to approve the Consent Agenda, seconded by Walter Price. The motion carried unanimously 5-0.

Tab 3. Approval fo the March 6, 2024, City Council Meeting Minutes

Approved on the Consent Agenda.

Tab 4. FY 2025 Proposed Budget Calendar

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 5. Resolution 2024-05 – Acceptance of State of Florida Department of Environmental Protection Grant for North St. Clair Abrams Stormwater Treatment Pond

Ms. Houghton made the following presentation:

At the July 19th, 2023, City Council meeting, the City Council authorized the acceptance of a Lake County Water Authority (LCWA) Stormwater grant for \$376,955 to design and construct a new wet detention stormwater treatment pond on North St. Clair Abrams. At the December 6th, 2023, City Council meeting, the City Council authorized the acceptance of a State of Florida Direct Appropriation/Department of Environmental Protection (FDEP) LPA grant for the same project for \$200,000.

To date, a total of \$576,955 in grant funding has been awarded and accepted by the City Council for this project. The estimated project cost is \$753,910. Fortunately, the City of Tavares has been awarded an additional FDEP grant for the remaining amount of the project (\$176,955). Accepting this grant award would provide all the funding required to complete this project utilizing only grant funds.

Details of the grant from the Florida Department of Environmental Protection include the following:

- *Agreement Number: NS113.*
- *Pass-through Entity: N/A.*
- *Awarding Entity: Florida Department of Environmental Protection.*
- *Recipient: City of Tavares.*
- *Grant Award: \$176,955.*
- *No grant match required.*
- *Award Period: Date of Execution – 5/31/2026.*

Staff recommends Option 1: Move to approve Resolution 2024-05 authorizing the City Administrator to accept and execute the FDEP grant agreement for the Tavares – N. St. Clair Abrams Treatment Pond project.

Mayor Grenier asked for comments from the Council. There were none.

MOTION

Sandy Gamble moved to approve Option 1, seconded by Troy Singer.

Council Member Singer thanked Ms. Houghton, Mr. Clark, and their teams for securing grants for the project.

The motion carried unanimously 5-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 6. Friends of the Tavares Library MOU Horizon Team Board Appointment

Mr. Aldrich made the following presentation:

The Friends of the Tavares Library (Friends) is a private, not-for-profit organization which raises funds for the City of Tavares Public Library and others. City staff is working with the Friends executive board to develop a Memorandum of Understanding (MOU) to have transparency, clarity and understanding of the relationship between the Tavares Library and this not-for-profit charitable group.

Staff is seeking a City Councilmember to join the City Administrator, Community Services Director, and the Library Director in negotiating an acceptable MOU with the Friends to bring back to Council for further deliberation and approval.

Mayor Grenier volunteered to serve as the City Council representative on the Friends of the Tavares Library MOU Horizon Team.

There was a unanimous consensus from the Council to appoint Mayor Grenier as the City Council representative on the Friends of the Tavares Library MOU Horizon Team.

Tab 7. Discussion on Permitting of Chickens on Large Residential Lots

Mr. Fabre made the following presentation:

From time to time, the city gets requests from large residential single-family lot owners to permit chickens. Currently, chickens are not permitted on residential lots of any size in the city limits (please see attached City Code, Section 4-1). An opportunity is provided for the Council to discuss amending the City Code to permit a limited number of chickens/hens (no roosters) on large (1 plus acre or 2 plus acres) residential single-family lots.

Note: If chickens are permitted in the future, some existing PD's may or may not also have to be amended to remove a prohibition of chickens in the PD ordinance. If a PD amendment was needed, the request and cost to amend the PD would be borne solely by the subject community and not the city.

Staff recommends the City Council advise on how to proceed with the current Code.

Mr. Drury said if the Council wished to allow chickens in the City, staff would bring back an ordinance for consideration.

Lake County Commissioner and Tavares resident Kirby Smith thanked the Mayor and Council and noted he favored allowing chickens in Tavares. He said Tavares had many enclaves where chickens were allowed, confusing the Tavares citizens as to why they were not allowed to have chickens. Commissioner Smith provided recommended requirements for chickens from the University of Florida and easycoop.com as follows:

- Minimum 15 square feet of coop space per chicken
- Minimum 8 inches per chicken for roost bar
- Minimum 10 square feet of run space

Mayor Grenier asked for comments from the Council.

Council Member Pfister said she entered chickens in Lake County and Orange County fairs while growing up. She favored allowing chickens in Tavares and said chickens had the following needs and recommendations:

- 10 square feet per chicken of run space
- 5 square feet of coop space per chicken (food and water area cannot be included)
- Chickens should be placed in their coop at night
- The coop has to be predator-resistant
- Chickens should be for egg production only
- Chickens must be placed in a run during the day
- 20 feet from a property line
- Would like a permit requirement
- Minimum of 3 chickens

Council Member Price asked if chickens would be allowed on any size lot. Mr. Drury said Lake County allows chickens on any size lot as long as the criteria are met. He said the Council has that option or could require acreage.

Council Member Price asked if the City received any complaints from residents who live next to someone with chickens in Lake County. Mr. Drury said he was not aware of any complaints from neighboring residents.

Mayor Grenier asked if Lake County received complaints during a Commission meeting from the neighbors of chicken owners. Commissioner Smith said no.

Council Member Singer asked how chickens would be policed. Mr. Drury said a resident would submit a plan that indicated criteria were met and pull a permit. Council Member Singer asked who would be responsible if chickens left their run area. Mr. Drury said the owner would be responsible.

Vice Mayor Gamble asked if a 20' setback would include the rear yard line. Council Member Pfister said any shared property line. Vice Mayor Gamble noted his support for allowing chickens.

Council Member Singer noted his support for allowing chickens on one to two-acre parcels in a rural setting.

Council Member Price noted initial concerns regarding attached townhomes or zero-lot line villas and said a minimum lot size would be required.

Mayor Grenier said he would support having Staff bring an ordinance for consideration with criteria.

Mr. Drury said staff would bring back a draft ordinance mirroring Lake County's chicken ordinance so that the Council could adjust for items such as lot size and minimum number of chickens.

MOTION

Lori Pfister moved for staff to bring back a chicken ordinance, seconded by Sandy Gamble. The motion carried unanimously 5-0.

XI. NEW BUSINESS

XII. OLD BUSINESS

Electronic Game Room

Council Member Pfister requested an update on the open electronic game room with no license. Mr. Drury said the Special Magistrate found the property owner guilty of violating the City's ordinances and provided 90 days for the eviction process. Fines would incur if the violations were not cured by the corrected action deadline.

Attorney Holt said code enforcement violations fall on the property owner. She said the property owner was represented by counsel at the Code Enforcement Hearing and informed the Special Magistrate that they were on the cusp of initiating eviction action against the tenant operating an electronic game room. She said an Order of Violation was issued, and further action may be possible if the tenant was not evicted within the provided time frame.

Downtown Light Study

Council Member Pfister asked for an update on the Downtown light study. Mr. Drury said the study was completed, and the City was installing lights.

Impact Fees

Council Member Pfister asked for an update on the residential impact fee study.

Ms. Houghton said the impact fee study was ready to kick off, and a meeting with the consultant was scheduled. She said the water/wastewater connection fee study was completed in the fall of 2023, and staff was now concentrating on Police, Fire, Facilities, and Parks.

Mr. Drury noted impact fees could not be set without obtaining a study with a nexus to the actual cost of providing the infrastructure for the impact of new development.

Ms. Houghton said data would be collected within the next few weeks, and then the study would be completed six weeks later. Ms. Houghton noted that Lake County collected impact fees for roads and the library. Those impact fees would be reviewed to see if a study would be recommended in those areas.

Mr. Drury noted that a consultant would come before the Council. The Council would discuss implementing the consultant's recommendation at the following meeting. Mr.

Drury said the consultant would meet with each Council member before the presentation. Discussion was held on holding a workshop.

Deida Jeudy, Tavares Resident and American Idol Participant

Council Member Pfister said she received a letter from the mother of Deida Jeudy, who was featured on the television show American Idol. She asked the Council if they would like to recognize Miss Jeudy at an upcoming Council meeting.

There was a consensus from the Council to recognize Deida Jeudy at an upcoming Council meeting.

Mr. Drury asked Council Member Pfister to forward him the Jeudy family's contact information.

Mayors Youth Council

Mayor Grenier noted a meeting with the current and next year's Tavares High School Principals was scheduled earlier in the day. He said he received a phone call from the school indicating they would need to reschedule.

XIII. AUDIENCE TO BE HEARD

Lake County Commissioner and Tavares resident Kirby Smith provided a history of the City. He noted most of Tavares used to be rural north of Alfred Street many years ago and expressed his support for 20-foot setbacks, allowing City residents to have chickens.

Ralph Smith, Lake Auto, and Tire, noted his support for including roosters in the chicken ordinance.

XIV. REPORTS

Tab 8. City Administrator Report

Mr. Tweedie said the Annual Sunnyland and Classique Antique Boat Show would be held in Wooton Park from Friday, March 22 through 24, 2024. Mr. Drury noted the economic impacts of the event and thanked Mr. Tweedie and the Economic Development team for their efforts on the event.

Tab 9. City Council Member Reports

Vice Mayor Gamble said he attended a Lake County Commission meeting where there was a discussion regarding changing the name of Lane Park Cutoff Road to Ken Bragg Way. He was asked if the Council would be interested in changing the road name. Vice Mayor Gamble provided a high-level overview of Mr. Bragg's contributions to Lake Tech and the Institute of Public Safety on Lane Park Cutoff Road.

Mr. Drury said a road name change discussion could be scheduled for the following meeting. He noted that a change in a road's name impacts residents and businesses, and information would be provided to the Council for their consideration.

Vice Mayor Gamble inquired about the status of The Big House's request to use the middle school for overflow parking. Mr. Drury said The Big House asked for City support, and the City asked them to provide previous agreements with the Lake County School Board that were in place. Mr. Drury said the City had not received any agreements to date. Vice Mayor Gamble noted his concern for liability. Mr. Drury said he advised The Big House they would need an agreement with the entity that owns the land authorizing patrons to park on the property. The agreement would address responsibility, liability, and security.

The Council wished those present a Happy Easter.

XV. ADJOURNMENT

There was no further business, and Mayor Grenier adjourned the meeting at 4:52 p.m.

Respectfully,

Susie Novack, MMC, FCRM
City Clerk