



**TAVARES CITY COUNCIL
MEETING MINUTES
MAY 19, 2021 – 4:00 PM
TAVARES CITY HALL COUNCIL CHAMBERS
201 EAST MAIN STREET, TAVARES**

COUNCIL MEMBERS PRESENT

**Amanda Boggus, Mayor
Lou Buigas, Vice Mayor
Lori Pfister, Council Member - *Absent*
Walter Price, Council Member
Troy Singer, Council Member**

STAFF PRESENT

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

I. CALL TO ORDER

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

II. INVOCATION/PLEDGE OF ALLEGIANCE

Tab 1. Pastor Mike Watkins, Friendship C.M.E Church

Pastor Mike Watkins, Friendship C.M.E. Church, provided the invocation and led those present in the Pledge of Allegiance.

III. APPROVAL OF AGENDA

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

MOTION

Lou Buigas moved to approve the Agenda, seconded by Troy Singer. The motion carried unanimously 4-0.

IV. PROCLAMATIONS/PRESENTATIONS

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

Attorney Williams said there were no quasi-judicial matters before Council.

VI. READING OF ALL ORDINANCES/RESOLUTIONS INTO THE RECORD

Ms. Novack read the following Resolution by title only:

RESOLUTION 2021-11

A RESOLUTION OF THE CITY OF TAVARES, FLORIDA; AUTHORIZING THE EXECUTION OF A UTILITY AGREEMENT BETWEEN AVALON PARK TAVARES, LLC, AND THE CITY OF TAVARES; AND THE AGREEMENT REPRESENTS AN AGREEMENT RELATED TO THE CONSTRUCTION OF CAPITAL WATER LINES; AND THE AGREEMENT REPRESENTS THE PAYMENT OF IMPACT FEES WITH RELATED CREDITS; AND PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

VII. CONSENT AGENDA

Mayor Boggus asked if anyone would like to pull an item from the Consent Agenda. Council Member Singer said he would like to pull Tab 2 for discussion.

MOTION

Walter Price moved to approve the Consent Agenda with Tab 2 pulled [Tab 3. Avalon Park Phase 1 – Final Plat; and, Tab 4. Avalon Park – Acceptance of the Access and Utility Easement Agreement for Public Potable Water Utilities], seconded by Lou Buigas. The motion carried unanimously 4-0.

Tab 2. Approval of the May 5, 2021 City Council Regular Meeting Minutes

Council Member Singer asked the Clerk to review the discussion of marina slip fees. He said the minutes reflect that he suggested the residents receive a discount on the first month's rent upon providing a utility bill to approve residency for a 10% discount on their first month's rent. Council Member Singer said his intention was for residents to either receive the first month's rent fee or a 10% discount every month. Mr. Drury said staff would review the discussion.

MOTION

Troy Singer moved to approve Tab 2 with the potential changes, seconded by Walter Price. The motion carried unanimously 4-0.

Tab 3. Avalon Park Phase 1 – Final Plat

Approved on the Consent Agenda.

Tab 4. Avalon Park – Acceptance of the Access and Utility Easement Agreement for Public Potable Water Utilities

Approved on the Consent Agenda.

VIII. RESOLUTIONS

Tab 5. Resolution 2021-11 – Tavares Avalon, LLC Utility Agreement

Ms. Houghton made the following presentation:

The Tavares, LLC as developer owns property within the City of Tavares, and with the City's Utility service district. The developer is currently in the process of construction water lines to be connected to the City's Utility System. The water line will serve the Developer's development known as the Avalon Project, as well as adjacent properties.

At the request of the City, the Developer has agreed to up-size the potable water lines from 8" to 12", and the developer has agreed to pay the entire cost to design, permit, construct, and inspect the construction. In return pursuant to the City's Capital Line Policy, the City will provide the Developer certain water capital charge credits against impact fees for the cost of up-sizing the capital water lines.

The attached agreement sets forth parameters for the construction of the capital lines and facilities, sets forth conveyance of the improvements, and provides for Water Credits and Pioneer Credits in order to provide a reimbursement to the developer for the actual cost of the up-sizing.

The Cost for the capital line up-sizing is calculated at \$39,104. The agreement provides that the Developer shall receive a credit against the water impact fee and that the developer may apply the credit toward fifty percent (50%) of the current impact fee, per ERU (Equivalent Residential Unit), as building permits are issued for the project. The number of applicable credits shall be adjusted if changes are made to the present water impact fee. The total credit of \$39,104 approximates 61.58 ERUs (\$39,104/\$635=61.58) at 50% of the current impact fee.

Staff recommends approval of Option 1, move to approve Resolution 2021-11 authorizing the City Administrator to Execute the Utility Agreement between Tavares Avalon, LLC and the City of Tavares.

Ms. Houghton noted a scrivener's error in the agenda title. The resolution should say 2021-11.

Mayor Boggus asked for comments from the audience. There were none.

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

MOTION

Troy Singer moved to approve [Option 1, approve Resolution 2021-11 authorizing the City Administrator to execute the Utility Agreement between Tavares Avalon, LLC and the City of Tavares], seconded by Walter Price. The motion carried unanimously 4-0.

IX. ORDINANCES – PUBLIC HEARING

First Reading

Second Reading

X. GENERAL GOVERNMENT

Tab 6. Council Approval of the Collective Bargain Agreement between the City of Tavares and the Tavares Professional Firefighters, I.A.F.F. Local 3245

Chief Keith made the following presentation:

The current Collective Bargaining Agreement between the City of Tavares and the Tavares Professional Firefighters, Local 3245, will expire on September 30, 2021. Over the last several months, the members of the negotiations team representing the City (Council Member Walter Price, City Administrator John Drury, Fire Chief Richard Keith, Finance Director Lori Houghton, and Human Resources Department Director Crissy Bublitz) have met with representatives of the Tavares Professional Firefighters Union (President Mike Kelley, and Vice-

President Michael Willis) for the purpose of negotiating the contract renewal. Those negotiations have concluded, and union members have approved the draft agreement.

The draft agreement (attached) is now being brought to City Council for consideration by the Council and final approval on behalf of the City. Changes in the draft CBA presented to Council are identified by “strike-through” for any language from the existing contract proposed for deletion, and “underline” for any language proposed for inclusion in the new contract.

Salient points of negotiated agreement include:

- Union acceptance of the cost of living adjustment consistent with other city employees.*
- Union acceptance of health insurance adjustments consistent with other city employees.*
- \$.50 per hour increase in Paramedic incentive (from \$2.50 to \$3.00 per hour).*
- Changes were made in Article 26 amending vacation accrual rates and pay-out upon separation, bringing unit members into parity with general city employees.*
- Changes were made in Article 27-A increasing holiday pay for holidays worked, from straight time to time-and-a-half.*
- This Collective Bargaining Agreement will become effective on October 1, 2021, and will remain in effect for one (1) year.*

Staff recommends approval of Option 1, for City Council to accept the proposed Collective Bargaining Agreement between the City of Tavares and Tavares Professional Firefighters, Local 3245 as amended, and authorize the City Administrator to sign the agreement on behalf of the City of Tavares.

Mr. Drury said the Union Leadership Team brought the contract back to the full membership. The full membership held a vote which passed.

Council Member Price said the Tavares Firefighters did not ask for anything that was unreasonable and noted his support.

Mayor Boggus asked for comments from the audience.

David Serdar, 866 Wintergreen Drive, Fruitland Park, said he recently experienced a fire in Tavares and fire rescue had a quick response. He said the Tavares Firefighters are a great team.

MOTION

Lou Buigas moved to approve Option 1, seconded by Walter Price. The motion carried unanimously 4-0.

Tab 7. Approval of Wooton Wonderland Schematic Design

Mr. Dillon provided a PowerPoint presentation on the Wooton Wonderland Schematic Design and made the following presentation:

Representatives from DRMP and Manley Design will present to Council the Design Concept for Wooton Wonderland.

In January 2020, a Request for Proposal was drafted and advertised for the redesign of Wooton Wonderland Playground with an inclusive multi-generational playground that will provide a rich play experience as well as address the physical, sensory and social needs of all children and their caregivers. The “Design Element Guidelines & Play System Specifications” expectations to specifically outline accessibility and inclusiveness, “Quality of equipment components, quality of design, play value, ADA accessibility, inclusiveness, universal integrity, cost and appropriateness to location. Additionally, the new playground will honor the existing playground’s character, embrace the seaplane theme, and reveal the history of Tavares and Wooton Wonderland.

DRMP, Inc. was awarded the contract for professional services related to the improvements to Wooton Wonderland and they have included the sub-consultant services of Manley Design, LLC to ensure the design complies with all applicable regulations, rules, and laws. The theme for the conceptual design is where the imagination of adults and children will take flight with barrier-free accessibility. There will be no boundaries for the journey of the imagination of everyone who visits Wooton Wonderland.

Once bids for the project have been received and tallied for construction of Wooton Wonderland, a recommendation will be brought back to the Council for award of the construction contract.

Staff recommends approval of Option 1, approve the schematic design for Wooton Wonderland and authorize staff to finalize design, bid construction documents, and advertise for bids.

Chad Rischar, PWS, Senior Environmental Scientist, DRMP, said DRMP and Manley Design is the primary design project team for Wooton Wonderland. He said both companies appreciate the opportunity to work on behalf of the City. They have collaborated with City staff to carefully develop an appropriate and creative schematic design for Council’s consideration. He introduced Elisabeth Manley who serves as landscape architect for the project.

Elisabeth Manley, PLA, Principal, Manly Design, LLC, said Wooton Wonderland is beloved by many generations and has been a lovely city amenity. She said the question is how to move forward and replace a beloved park, cherish the existing character, and continue to move the spirit forward, offering the same destination place and experience. She noted the following design principles to be implemented:

- Honor the existing playground, experience, and volunteers who built the original Wooton Wonderland
- Create a destination playground utilizing a strong theme
- Embrace seaplane theme with a design concept that ties with the Tavares seaplane base FA1
- Reveal Tavares history and surrounding area
- Integrate into greater Wooton Park
- Provide accessible routes and play meeting best practices for accessibility, playground safety, general use, and visibility

Ms. Manley provided a PowerPoint presentation with the following highlights:

- Playing on the FA1 seaplane base with the playground as the landside base
- Provide educational experiences such as seaplanes taking off, and how to read aviation maps
- Working with the Tavares Historical Society/History Museum to reveal the history of Tavares
- Proposed playground improvements are within the same general playground area
- Incorporate themed areas:
 - Testing Area - includes spinners and swings
 - Tower and Seaplane Area – main draw and wow element
 - Mechanical Area – toddler area with swings, spring rider, panel areas that are seaplane themed
 - Research Area – includes musical pieces
- Use of synthetic turf or rubberized surface
- Playground is surrounded by walks
- Recommend replacing the kiosk with a large picnic pavilion as a centralized plaza space to provide more use opportunities for both the playground and splash pad
- Storyboard element as a gateway feature that could introduce the playground, provide information on upcoming events, and celebrate history of Tavares, surrounding areas, and original playground and volunteers
- Paving could be enhanced with logo's, messaging and graphics, sidewalks flush with play surface
- Existing time capsule will be preserved
- Preserving existing trees and as much landscape as possible
- Tower structure sets the theme and brings out the character of the existing playground as a wood element. The type of wood used is proven for tropical and

sub-tropical climates. The tower structure is tethered to a seaplane created with ropes and climbers

- Tower structure is 20 feet tall with plexiglass elements and a track rider that emulates a zip line. A play zone can be created underneath with educational opportunities.
- Existing xylophone will be refurbished and relocated
- Seating located around the perimeter and back sides of sidewalks
- Handwashing station, drinking fountain/bottle filler, and pet station
- Belt swings, oodle swing, global motion spinner including, and elements to encourage play together
- Existing accessible parking converted to loading zone with two new accessible van spaces for easy access
- Playground is fully accessible to encourage play for all ages and different

Mayor Boggus asked for comments from the audience.

Sandy Gamble, 112 South Lake Avenue, noted his support for the concept design and said it is a great improvement. He said he is concerned about the loss of shade trees and recommended covering a portion of the sitting areas and playground as the equipment and surfaces can get hot during the summer months. He noted that he helped in building the original playground.

Belinda Rink, 216 Fern Avenue, said she and her husband visit Wooton Park three to four times per week with their grandchildren. They slide and enjoy the playground equipment with the children. She said the playground needs upgrades and noted her concern that there are not enough slides included in the concept design to accommodate the park's traffic. She said she is concerned adults would not be able to enjoy the tower and slides with small children, and a mixture of small children sliding with older children may discourage some parents from using the equipment. Ms. Rink asked Council to be conscious of site lines for families with multiple children.

David Serdar, 866 Wintergreen Drive, Fruitland Park, said he enjoys Wooton Park and noted his support for the project.

Michael Watkins, 805 Summerall Avenue, said there are several benches dedicated to citizens. He said it is his hope that those names of persons would remain in honor of the great work they have done for the City.

Mayor Boggus asked for comments from the Council.

Vice Mayor Buigas said the design is beautiful and loves the openness of the playground and the concept of a seaplane experience. She said shading is important and noted she enjoys the park with her grandchildren. She said she would like more options for slides than one and would like to see the walkway marked like a runway with possible lighting. She said she did not see accessible equipment featured in the presentation. Ms. Manley said the entire playground is fully accessible and every piece

of equipment usable for children of varying levels of disability, including cognitive, sensory, and full spectrums. She said the small toddler equipment is fully accessible with a transfer station deck at a height where a child in a wheelchair could maneuver from a platform into the structure. The tower structure also has a platform and is maneuverable, and those with limited mobility could access the first slide. As you make your way up the tower, it is less accessible and would depend on the child's physical ability. A child with limited mobility would have the same experiences as the other children, except getting to the top of the tower due to taller steps.

Vice Mayor Buigas asked for a percentage of the park's adaptability. Ms. Manley said 95%. The upper tower and upper slide are the elements where access would depend on the spectrum of ability. She said equipment complies with current playground standards for accessibility and safety standards.

Vice Mayor Buigas asked for the life expectancy of the wood product used in the tower. Ms. Manley said the wood is from a black locust tree, is durable, dense, and used specifically for playgrounds. Ms. Manley said she would contact the vendor to inquire about the life expectancy.

Council Member Singer asked Ms. Manley to address citizen concerns regarding shade in the playground. Ms. Manley said the City would preserve all trees around the playground except for three small Live Oak's. Ms. Manley provided images of the proposed playground depicting shading provided by the oak trees due to their height and intertwined positions. She said the oak trees provide great shading on and nearby the playground. She noted the trees were made transparent in the PowerPoint slides to see the playground plan from an aerial view. As the project moves forward, a shading study could be completed to demonstrate shading during different times of the day.

Council Member Singer noted citizen comments concerning the size of the tower. He asked for the number of slides included. Ms. Manley said the 20-foot tower has a small footprint due to its height. She said the tower would consist of vertical play and rope elements that can accommodate many children. She said more play features would be added that are not depicted in the slides.

Council Member Singer thanked Ms. Manley for taking input from the citizens who built the original Wooton Wonderland. He said his family was part of the community who worked on the park and noted the importance, including recognizing those community members in the history of the playground. He said he looks forward to moving forward on the project.

Council Member Price noted several of his questions were answered during the previous discussion. He said the concept design presentation depicted two slides coming off the tower. Ms. Manley noted the toddler area equipment is designed for 2 to 5-year-old children, and the tower is designed for 5 to 12-year-old children. Council Member Price if the project will come within the original cost estimate based on current

costs. Ms. Manley said she is working directly with the playground vendors for actual costs. Mr. Dillon confirmed the project is within budget.

Mayor Boggus asked if the commemorative benches would be reused. Mr. Drury said plaques would continue to recognize citizens and not benches.

Mayor Boggus noted there was a citizen comment regarding site lines. Ms. Manley said the intent of having a unified playground is to accommodate a range of children, friends, and family where everyone could see each other. The site line is accomplished through a balance of maintaining low landscaping, benches located for clear views around the edge of the playground, building the tower with an open bottom. Mayor Boggus said more slides are always better and asked if the slides are grandparent accessible. Ms. Manley confirmed and said it depends on how adventurous the grandparent is. She said the toddler structure has a small slide which was not visible in the presentation images.

Mr. Drury said the discussion comments would be brought into the design of the playground.

Mayor Boggus asked how static electricity that builds in plastic slides would be addressed. She asked if anything could be done to eliminate water pooling at the bottom of the slides. Ms. Manley said the bottom of the slides have grades and are formed to drain out. She said surfacing under the tower is engineered wood fiber which resists static.

Vice Mayor Buigas asked if the materials for landscaping depicted in the schematic design are placeholders or recommendations. Ms. Manley said the overall intent includes:

- Utilizing a lower landscape for site
- Good landscape approach and palette applicable to a public park
- Coordination with Staff regarding existing plantings that are the most successful experience that is easy to maintain
- Mindful of child-appropriate, safe plants
- Extend existing tropical gardens

Vice Mayor Buigas asked if the landscaping dollars are included in the project budget. Mr. Dillon confirmed.

Vice Mayor Buigas asked for a list of playgrounds the vendors have supplied in the area and said she would like to visit them. Ms. Manley said the two vendors do have playgrounds in the area and would provide a list. She said the recommended playground equipment is the top-of-the-line national and international level, tested, vandal-resistant, low maintenance, and a good, tough commercial grade. The vendor representatives have worked in the area for years and would be the same people through construction and afterward.

Mayor Boggus said that even though we have made suggestions for potential changes, could they be added or changed. Mr. Drury said the comments provided would go into the design, and staff will move forward.

MOTION

Troy Singer moved to approve the schematic design and authorize staff to finalize the design, construction documents, and advertise for bids, seconded by Lou Buigas. The motion carried unanimously 4-0.

XI. NEW BUSINESS

XII. OLD BUSINESS

XIV. AUDIENCE TO BE HEARD

David Serdar, 866 Wintergreen Drive, Fruitland Park, noted his support for community parks. He said Mr. Drury made a great presentation during a recent Bike Trails meeting held at Leesburg's Venetian Gardens.

Michael Watkins, 805 Summerall Avenue, commended the Tavares Police Department for receiving a first-place ranking in a recent evaluation of four to five area departments. He asked Lt. Coursey to express to Chief Lubins that the Police Officers are appreciated in the community. He said the Tavares Police Department is transparent and open to discussion.

XV. REPORTS

Tab 8. City Administrator Report

Mr. Aldrich noted the Tavares History Museum Grand Opening is scheduled Thursday, May 27, 2021.

Attorney Williams noted he worked on the original Wooton Wonderland. He said the building team put in thousands of screws.

Tab 9. City Council Member Reports

Council Member Price

- Expressed his condolences to Mr. Drury on the recent loss of his mother.
- Said the Firefighters and Union Represented are Professional, and he enjoyed working with them on their contract.
- Said his children and grandchildren played in Wooton Wonderland and will be excited to see the coming changes.

Council Member Singer

- Said his son is following in his footsteps and will be graduating Thursday, May 27, 2021 from Tavares High School.
- Congratulated all high school graduates around the country.
- Asked Lt. Coursey to pass along his thanks to Chief Lubins for Tavares being the number one Police Department.
- Expressed his condolences to Mr. Drury on the recent loss of his mother.

Vice Mayor Buigas

- Said she presented Dr. Culpepper with her proclamation. Dr. Culpepper extended her thanks to the Council.
- Said she represented the City at the AdventHealth National Day of Prayer. She said it was a nice event.
- Said she attended the Florida League of Cities Institute for Elected Municipal Officials. She encouraged the Board members who have not attended to go.
- Provided a positive quote: "Make improvements, not excuses. Seek respect, not attention. ~Roy T. Bennett

Mayor Boggus

- Said she is looking forward to the third generation of Wooton Wonderland.

XVI. ADJOURNMENT

There was no further business and Mayor Boggus adjourned the meeting at

Respectfully,

Susie Novack, MMC, FCRM
City Clerk