



MINUTES

City Commission Meeting

6:00 PM – Thursday, September 05, 2024 – City Hall

INVOCATION: PASTOR THEO BOB, Bethel United Methodist Church

PLEDGE OF ALLEGIANCE: COMMISSIONER GARY ASHCRAFT

CALL TO ORDER: 6:02 P.M.

ACKNOWLEDGE OF QUORUM AND PROPER NOTICE

PRESENT: Commissioner Gary Ashcraft, Commissioner Willie Hawkins, Vice Mayor Emily Lee and Mayor Michael Holland

1. AGENDA UPDATE: None

2. APPROVAL OF MINUTES

July 10, 2024 City Commission Budget Workshop

August 1, 2024 City Commission Meeting

August 12, 2024 City Commission Special Meeting

Motion made by Vice Mayor Lee, Seconded by Commissioner Ashcraft. Motion passed by the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

3. PRESENTATIONS

3.1 Presentation from Horace Jones with the Eustis Housing Authority

Horace Jones, Eustis Housing Authority Executive Director, gave a presentation on the Eustis Housing Authority Community Center project and the Choice Neighborhood program.

Mr. Jones provided background information on the EHA Community Center project. He explained they will be doing the project in phases. He stated that Phase I is underway and includes a laundry facility. He then reviewed the overall floor plan and what will be included in the center. He reviewed the budget for the project totaling \$1,210,380 including other contracted services totaling \$106,140. He indicated they applied for a CDBG grant through Lake County and were awarded \$214,000 and they also have \$86,000 from the Housing Authority. He stated that Phase I totals \$372,000 of which they have \$300,000.

Mr. Jones then reviewed the budget for Phase II which includes the community center and executive offices. He stated he would be submitting another CDBG application to Lake County in the amount of \$300,000. He stated they are asking for funding from the CRA to be paid \$175,000 in FY24-25 and \$175,000 in FY25-26. He summarized funding for the entire project to be \$346,380 from EHA, \$350,000 from the City of Eustis and \$514,000 from CDBG grants for a total of \$1,210,380.

The Commission asked about the planned use of the facility and any charges to the public with Mr. Jones responding there would be no fees initially. He added there would be charges to hold events such as wedding receptions in the community center.

The Commission asked about the purpose of the Community Center with Mr. Jones responding the primary use would be for EHA meetings and other public meetings.

The Commission asked how many residents reside in the complex with Mr. Jones responding public housing has 60 units and the rural development apartment complex has 56 units.

Mayor Holland asked Mr. Carrino about the status of CRA funds.

Tom Carrino, City Manager, indicated that the CRA funds are healthy with the FY24-25 budget having approximately \$300,000 revenue over expenses; however, there are a number of priorities to be considered for CRA. He stated that Vice Mayor Lee is working on a educational facility and the Commission will be hearing a presentation from the KTE Foundation which is also in the CRA. He stated that the Commission could fund this request; however, there are a number of competing priorities. He explained that there are three questions to determine if a project may be legally funded by the CRA. Those questions are as follows: 1) Is it located within the CRA district; 2) Is it in the CRA plan; and 3) Is it in the budget. He indicated the proposal meets the first two questions; however, if the budget is approved that night, then it will require a budget amendment to approval the proposal plus the City would have to notify the other funding entities.

The Commission asked why they did not bring the proposal to the Commission sooner so they could incorporate it into the budget.

Mr. Jones responded that he was waiting to insure the receipt of the CDBG funding since that is the primary funding source.

Commissioner Hawkins asked what level of funding for CRA projects the City is comfortable with.

Mr. Carrino responded CRA funding varies by project. When the Commission created the residential rehab program, they funded that at \$250,000. The draft budget includes an additional \$41,000 to be added to the \$59,000 remaining from the original \$250,000. The total for the program will wind up at \$290,000. The CRA is providing funding towards the seawall and has \$400,000 budgeted for a basketball shade structure although that may not be accomplished. He concluded stating that the CRA projects vary widely in funding.

Commissioner Hawkins asked about the Phase 2 EHA funding with Mr. Jones indicating that the \$346,000 is the total EHA funding for the entire project.

Mayor Holland indicated they could not make a decision that night and asked for a consensus to have the proposal brought back to a future meeting so they could consider all the CRA funding priorities.

CONSENSUS: It was a consensus of the Commission to have the proposal brought back to the second meeting in October.

Mr. Jones reviewed the Choice Neighborhood Planning Grant and explained the purpose is to assist communities in developing a comprehensive Neighborhood Transformation Plan and building support necessary for the plan to be successfully implemented. He indicated the maximum grant is \$500,000 with the term of the grant being 30 months. He reviewed the eligible and ineligible activities and costs. He commented on recommended early action activities and cited the Florida housing authorities that received 2024 grants. He reviewed a list of key partners and cited issues discussed at the March 20, 2022, CRA public input meeting which could be covered by the grant.

Mr. Jones noted the Housing Authority pays the City an average of \$15,000 to \$20,000 each year as a payment in lieu of taxes. He asked the Commission to waive that payment for the current year so they can pursue some of the early action activities.

Commissioner Hawkins disclosed that he had already discussed the grant with Mr. Jones. He expressed support for waiving the payment.

Mr. Carrino indicated the CRA has a positive revenue over expenses and would still be positive if the payment is waived.

Mr. Jones further explained the grant stating that it would not just be a Housing Authority grant but would have to be a joint project by a number of key partners. He indicated the grant application is due in April 2025. He noted that he has reached out to other entities who have already received the grant. He confirmed that most of the funds would be utilized for consultant fees.

Mr. Carrino asked if he had any idea what the cost would be for the early action activities with Mr. Jones indicating that it is too early to tell for sure. He noted that the grant would not be received for two years. He stated he is only asking for the waiver of one year of payment. He noted that, at that time, he has not received any confirmation of funding from other entities.

Mayor Holland indicated he was not opposed to the request; however, he needs to know more about it before he could vote for it.

Commissioner Hawkins recommended that Mr. Jones meet with the other Commissioners individually to provide a bigger picture of what the purpose of the grant will be.

Further discussion was held regarding the purpose of the grant and what it would accomplish.

The Commission directed Mr. Jones to either reach out to the Commissioners individually to schedule meetings or to contact the City Manager's office who could assist in scheduling those meetings.

3.2 Presentation from KTE Foundation

Commissioner Hawkins reported on his discussion over the summer with KTE and the holding of a basketball camp.

Loretta Taylor Evans, Executive Director of KTE Foundation, addressed the Commission regarding the Foundation, its programs and activities, and how they would like to collaborate with the City. She provided an overview of the Foundation's background. She indicated the Foundation was founded by Keion Ellis, a Eustis native and NBA player with the Sacramento Kings. She stated the Foundation has a decade-long history of collaborating with local organizations to host youth programs, including basketball camps and school support activities. She explained they are proposing to coordinate with the City of Eustis to construct a fitness and education complex for the Eustis community. She reviewed the issues they have seen within the community that supports the creation of the new building. She then reviewed the proposed building features including multi-purpose rooms for meetings, workshops and education programs, technology lab and recreational space designed for team-building and athletic programs.

Ms. Taylor Evans cited the benefits to the community as follows: 1) Enhanced accessibility for all community members; 2) Safe environment for youth and families; and 3) Economic impact by creation of jobs, providing resources and stimulating the local economy.

Commissioner Hawkins asked her about one particular youth who participated in the basketball camp and she provide a brief anecdote about the young man and cited the wide variety of youth that participated for a number of area communities.

Ms. Taylor Evans briefly discussed funding for the project and stated they were inviting partners and supporters to contribute to the success of the project.

Commissioner Hawkins asked if the NBA would be involved with Ms. Evans responding that Keon Ellis would have to discuss those options with the NBA.

Mayor Holland thanked Ms. Taylor Evans for the presentation and asked her to thank Keon Ellis for his participation in the basketball camp and at the backpack giveaway.

4. AUDIENCE TO BE HEARD

Steven Moulden, new board member with Bay Street Players, thanked the Commission for their involvement and support of the local theater. He encouraged the community to support the theater.

5. CONSENT AGENDA

5.1 Resolution Number 24-69: Approving A Purchase in Excess of \$50,000 for a Public Utilities Replacement Vehicle

5.2 Resolution Number 24-71: Approving a Purchase in Excess of \$50,000 for Wastewater Process Tank Sediment Removal and Disposal

5.3 Resolution Number 24-72: Approving a Purchase in Excess of \$50,000 for the Water Department Crom Tank Renovation and Authorizing a Budget Transfer in the Amount of \$67,000

5.4 Resolution Number 24-73: 2024 PBA Contract - Approval of Modification to PBA Collective Bargaining Agreement

5.5 Resolution Number 24-74: PBA Memorandum of Agreement

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee, to approve the Consent Agenda. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

6.1 Resolution Number 24-64: Tentative millage rate for the Fiscal Year 2024/25

Sasha Garcia, City Attorney, announced Resolution Number 24-64: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, adopting the tentative millage levy of ad valorem taxes for the City of Eustis, Lake County, for the Fiscal Year 2024/25, providing for an effective date.

Attorney Garcia announced that the City of Eustis hereby proposes a tentative millage rate of 7.5810. The tentative millage rate reflects a 7.78% increase from the roll-back rate of 7.034 mils. The reason for the increase is that the tentative millage rate is higher than the roll-back rate of 7.034 in order to cover increased costs in operation.

Lori Carr, Finance Director, introduced the new Deputy Finance Director Mari Leisen and Mike Sheppard, former Finance Director. She reviewed the TRIM advertising and certification to the

Lake County Property Appraiser and the remaining budget steps. She cited the significant budget changes that occurred since the July workshops.

The Commission asked about the number of budget changes pertaining to Parks and Recreation.

Ms. Carr explained that approximately \$525,000 of Parks and Recreation projects were moved up and completed in the current budget from Fund Balance so those were removed from the draft budget.

Ms. Carr reviewed the changes in health insurance, salaries, and meeting the minimum wage mandate for 2026 broken down by fund. She noted the \$1,000 flat pay increase for all eligible full-time employees with a cost of \$172,000 in the General Fund and \$227,000 citywide.

Ms. Carr then reviewed the estimated revenues as follows: State Revenue Sharing \$1,230,107; Half-Cent Sales Tax \$1,661,701; Local Discretionary Sales Surtax \$2,848,037; and Communication Tax \$644,272. She stated the general liability/work comp/property insurance cost increased by 9.2% for an increased cost of \$124,875. She noted the fire pension rate decreased from 34.7% to 32.2% for a decrease of 2.5% and a total increase of \$124,950. She indicated the police pension rate increased from 48.25% to 48.51% for an increase of 0.26% and a total increase of \$158,451.

Ms. Carr reviewed the various fund balances and stated that all of the funds are looking good and meeting the City Reserves policy of 25% or three months worth of operating cost. She stated the total Fund Balance will be \$119,000,000 with a total budget of \$69 million. She provided a breakdown of the proposed revenues and expenditures. She stated the budget is based on the tentative millage rate of 7.5810 and indicated this is the ninth year it has not changed. She explained why it has to be advertised as a tax increase due to the increase in property taxes due to increased values.

Ms. Carr then reviewed the functional millage rate and stated the City is the second lowest in comparison to the surrounding cities.

Tom Carrino, City Manager, explained how the functional millage rate is determined and noted how other area cities are transferring more from their utility funds to pay for municipal services and how they also charge a fire assessment fee which Eustis does not have.

Ms. Carr reviewed the adjusted taxable value over the past ten years noting how the City's property values have increased.

Attorney Garcia opened the public hearing at 7:06 p.m. There being no public comment, the hearing was closed at 7:06 p.m.

Motion made by Commissioner Hawkins, Seconded by Commissioner Ashcraft, to approve Resolution Number 24-64 adopting the tentative millage rate of 7.5810 mils. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.2 Resolution Number 24-65: Adopting a Tentative Budget for the Fiscal Year 2024/25

Attorney Garcia announced Resolution Number 24-65: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, adopting the tentative budget for the Fiscal Year 2024/25, providing for an effective date.

Attorney Garcia opened the public hearing at 7:07 p.m. There being no public comment, the public hearing was closed.

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee, to approve Resolution Number 24-65 approving the draft budget for FY2024/25. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.3 Resolution Number 24-70: Approval of the Preliminary Subdivision Plan for a project known as Eustis SR19 at Powers Road

Attorney Garcia announced Resolution Number 24-70: A Resolution of the City Commission of the City of Eustis, Florida; approving a preliminary subdivision plat for the Eustis SR 19 subdivision with waiver for lot width dimension, a 275-lot single family residential subdivision, on approximately 51.87 acres of property located on the west side of State Road 19, north of the intersection with County Road 19A (1782414, 3846883, and 1094739).

Jeff Richardson, Deputy Director for Development Services, reviewed the requested preliminary subdivision plat with waivers for the Eustis SR-19 Residential Subdivision, a 275 Lot single-family residential subdivision on 51.87 acres. He reviewed the background of the project and provided a view of the preliminary plat. He indicated there are no environmental constraints on the site other than the wetland area which is not being developed. He cited an issue and explained the townhome lot type includes corner lots that are proposed with a 10 foot street setback and that should have been included as a waiver as well. He noted that the advertisements indicate waivers are requested but the waivers are not listed. He further explained that, if they elect to continue with the design with the 10' secondary street setback, it will require a waiver as part of the process.

Mr. Richardson reviewed the preliminary subdivision plat data and contrasted what is proposed with what is required under the code including gross area, net area, lot typology, lot count, density, open space, park space and landscape buffers. He explained they are requesting to have 34' wide townhouse lots versus the code maximum of 32'. He indicated the development is proposed to have 59 House lots and 216 Townhome lots for a net density of 5.7 dua or 5.3 gross dua. He stated the site has a future land use designation of Mixed Commercial Residential and General Commercial with a design district of Suburban Neighborhood. He explained that Section 102-15 states that if a property lies within multiple districts, the majority land use can dictate. He indicated the Mixed Commercial Residential is the majority of the site and those criteria were applied for the entire property.

Mr. Richardson explained the project is now at the preliminary subdivision plat stage with a waiver. He provided a summary of the review process and reviewed the Traffic Impact Analysis. He stated it indicates turn lanes on State Road 19 would be required. He reviewed the Environmental Assessment Report which did not indicate the presence of any sensitive native habitat or protected species. It did indicate a follow-up survey should be done prior to approval of the final engineering plans or any site development work to rule out the presence of gopher tortoises on site. He stated DRC has completed the technical review and it meets the minimum technical requirements; therefore, it is brought forward for consideration by the Commission.

Mr. Carrino confirmed that recommendation for approval is based on resolving the potential secondary waiver.

Mayor Holland indicated he would not vote on the request until the other waiver is resolved.

Mr. Richardson further explained the possible need for another waiver to address the 10 foot street setback and how it was missed.

The Commission asked whether a traffic signal would be included with Mr. Richardson responding the traffic analysis indicated turn lanes would be required but was not clear if a traffic signal would be warranted.

The Commission questioned the acreage and number of lots with Mr. Richardson stating they are proposing 275 lots on 51.87 acres.

Vice Mayor Lee asked what amenities are planned with Mr. Richardson responding they have a park, walking trails and a community center just south of the entry road.

Discussion was held regarding the land use designation with Mr. Carrino explaining that because the larger amount is the Mixed Commercial/Residential they can use that criteria for the entire project.

The Commission questioned if there is any actual commercial development planned with Mr. Richardson explaining that the two parcels on the north side are both still in General Commercial but are not included as part of the project. He indicated those parcels are owned by a separate entity; however, there is an agreement between the owners for the current project to provide stormwater retention for the other site.

David Fedak, Applicant/Owner, introduced Attorney Logan Upsall to provide a presentation on the project.

Mr. Upsall commented on the mixed zoning of the development and how the overarching future land use was applied. He noted the waiver to the maximum lot width from 32' to 34'. He asked the project engineer to discuss the requested waiver.

Victor Huggins, Landis Evans and Partners, explained they requested the increase in the lot width due to their units being 24' wide so in order to meet the 10' setback, they would need 34 feet. He further stated that to meet the 32' width, their maximum units would only be 12' wide due to the corresponding 20' setback required under the code. Therefore, they proposed to have one waiver to have a 44' wide lot to allow the 20' setback as required.

Attorney Garcia questioned whether that was what was presented with Mr. Richardson responding the lots are shown on the preliminary plat at 34'. He indicated they had not had discussion at DRC about using 44' lots. He stated there was discussion during DRC about potentially doing open space instead of a secondary side setback and then they would have internal five foot side setbacks. He stated they could look at the proposal and acknowledged that larger lots generally have a higher selling price. He indicated that has not been reviewed but he did not see a downside to that.

The Commission indicated they would not want to make a decision until they actually decide what they want to do. They then questioned what amenities are planned.

Mr. Upsall provided photographs of the planned amenity with a pool, clubhouse and cabana.

Commissioner Hawkins asked about a playground for the children with Mr. Upsall noting they do have excess open space.

Commissioner Ashcraft questioned why commercial uses were not incorporated into the development since it actually is Mixed Commercial Residential. He also asked about Powers Road and whether it would go through the development.

Mr. Upsall indicated there is an existing easement and stated they would be trying to redirect it back where it needs to be or providing an easement where it needs to be.

Vice Mayor Lee asked about space for a tot lot or playground with Mr. Upsall responding affirmatively.

Commissioner Hawkins commented on the size of the development. He expressed concern about the traffic, turn lanes and the density. He asked if notices had been sent to the neighbors.

Mr. Richardson stated the applicant did not opt for a community meeting but the City advertised and about 29 people were provided notice as being within the 500 feet. He stated he received approximately two emails regarding the development.

Mr. Upsall stated he was comfortable with tabling consideration or postponing to a date certain. He stated he was happy to make a formal request for continuance.

Attorney Garcia opened the public hearing at 7:31 p.m.

Chuck Powers stated his father, Hugh Powers, owns 50 acres behind the development. He cited two people in the audience who own the other 45 acres. He stated they are concerned about Powers Road and how they will access their property. He also expressed the need for a wall to keep people off of their property.

Kathleen Wigham, lives at corner of 19 and 19A, expressed concern regarding the traffic and the number of accidents that have already occurred. She further expressed concern regarding the amount of proposed townhomes.

Loretta Taylor Evans questioned what schools any children would attend and if there were any estimates regarding the number of children with Mayor Holland responding that there is a mandatory study that is done through Lake County Schools. She further expressed concern regarding the number of children that may be in the development.

Megan Campbell expressed concern regarding any impact on Lake Yale, the existing pollution to Lake Yale, damage to the roads by the construction trucks and who would be responsible for that.

Susan Fraser commented on the additional traffic impact on CR44 and CR452, particularly the intersection near the fairgrounds. She noted there was no notice placed on 19 only on Powers Road. She also expressed concern regarding the lack of sufficient ingress/egress for the development.

Mike Gambino reiterated the issue regarding the traffic on 452 to 44.

There being no further public comment, Attorney Garcia closed the public hearing at 7:39 p.m. She then recommended that the Commission table consideration of Resolution 24-70.

Vice Mayor Lee asked to clarify the possible need for an additional waiver. She also asked if a second traffic study would be done.

Mr. Richardson stated that a second environmental study would be needed prior to actual development to confirm that there were no gopher tortoises present. He indicated that a second traffic study was not planned; however, if the number of trips warrant it, then they may have to do a second study to determine if a traffic signal is warranted. He explained that the code requires a 20' street setback; however, staff missed that the preliminary plat shows a 10' street setback. He stated the applicant may have intended for that to be an additional waiver; however, it was not included as such.

Commissioner Hawkins asked how far the property is from Lake Yale with Mr. Richardson responding it is a distance from Lake Yale.

Mr. Carrino pulled up the Property Appraiser's website and stated that from the western edge of the wetland to the bank of Lake Yale is 4,278 feet.

Mayor Holland asked Attorney Garcia her recommendation with Ms. Garcia responding she recommends tabling consideration.

Motion made by Commissioner Ashcraft, Seconded by Vice Mayor Lee, to table consideration of Resolution Number 24-70. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

RECESS: 7:43 p.m. RECONVENE: 7:49 P.M.

6.4 FIRST READING

Ordinance Numbers 24-26, 24-27, and 24-28: EXPLANATION OF ORDINANCES FOR ANNEXATION OF PARCELS with ALTERNATE KEY 1734193.

Ordinance Number 24-26: Voluntary Annexation of property located at Alternate Key 1734193

Attorney Garcia read Ordinance Number 24-26 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 0.25 acres of real property at Alternate Key Number 1734193, end of Blaine Street (unimproved), south of the intersection of Blaine Street and Maine Avenue, on the west side of Blaine.

Mr. Richardson announced the item was previously presented and tabled in June 2024 after being transmitted to the Commission by the LPA. He noted the Commission had questions regarding, in particular, access. He stated the applicant, Eagle Homes Zach Huebner, has confirmed they will provide paved access to the property. He stated the application is for the annexation of .25 acres on the west of unimproved Blaine Street. He indicated the property is currently designated Urban Low in Lake County and reviewed the surrounding designations. He reviewed staff's evaluation of the request and indicated the requested future land use designation is for Suburban Residential with a design district designation of Suburban Neighborhood. He stated staff's recommendation for approval.

Attorney Garcia opened the public hearing at 7:55 p.m. There being no public comment, the hearing was closed at 7:55 p.m.

Motion made by Commissioner Ashcraft, Seconded by Commissioner Hawkins, to approve Ordinance Number 24-26 on first reading. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.5 FIRST READING

Ordinance Numbers 24-27: Design District Assignment for Parcel with Alternate Key 1734193

Attorney Garcia read Ordinance Number 24-27 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis Comprehensive Plan pursuant to 163.3187 F.S.; changing the future land use designation of approximately 0.25 acres of real property at Alternate Key Number 1734193, end of Blaine Street (unimproved), south of the intersection of Blaine Street and Maine Avenue, on the west side of Blaine, from Urban Low in Lake County to Suburban Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 7:56 p.m. There being no public comment, the hearing was closed at 7:56 p.m.

Motion made by Vice Mayor Lee, Seconded by Commissioner Ashcraft, to approve Ordinance Number 24-27 on first reading. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.6 FIRST READING

Ordinance Numbers 24-28: Design District Assignment for Parcel with Alternate Key 1734193

Attorney Garcia read Ordinance Number 24-28 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Neighborhood design district designation to approximately 0.25 acres of real property at Alternate Key Number 1734193, on end of Blaine Street (unimproved), south of the intersection of Blaine Street and Maine Avenue, on the west side of Blaine.

Attorney Garcia opened the public hearing at 7:56 p.m. There being no public comment, the hearing was closed at 7:57 p.m.

Motion made by Commissioner Ashcraft, Seconded by Vice Mayor Lee, to approve Ordinance Number 24-28 on first reading. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.7 FIRST READING

Ordinance Number 24-31: Annual Update of the 5-year Capital Improvements Schedule of the Comprehensive Plan Fiscal Year 2025-29

Attorney Garcia read Ordinance Number 24-31 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, approving the annual update of the five-year Capital Improvement Schedule of the Comprehensive Plan under Florida Statutes 163.3177(3)5(b); providing for conflicting ordinances, severability, and effective date.

Lori Carr, Finance Director, reviewed the five year capital improvement plan. She explained what constitutes a capital improvement and the purpose of the capital improvement plan. She further explained how projects are evaluated and prioritized. She reviewed the significant projects included in the FY2025 - 2029 plan.

Mr. Carrino clarified the projects are five-year projects for the FY24-25 plan.

The Commission asked about the aquatic center renovation and future priorities. Discussion was held regarding possible plans to relocate the aquatic center. They asked about the funding for the seawall with Mr. Carrino indicating that construction money will be in place as of October 1st and the engineering was already completed.

The Commission asked about the unimproved roads with Mr. Carrino acknowledging that there are dirt roads that are not the City's responsibility but the project is for unimproved roads that the City is responsible for.

Ms. Carr reviewed the various funding sources for the capital improvement plan. She noted that the majority is funded through the Sales Tax Revenue Fund. She noted that will sunset in 2032 but will hopefully be renewed.

Mr. Carrino explained the City needs to begin that process that with its partners due to being unable to continue the five-year planning.

Ms. Carr commented on the delay for the Eastern Water Plant projects due to needing to determine what the City will do with the plant.

Ms. Carr reviewed the funding for the projects noting they are anticipating a 2.5% increase in the Water and Wastewater Funds for FY2024/25 and a 3% increase per year for FY2025/29 in all the other funds. She explained the five-year funding analysis. She indicated the year five large project is the public safety complex which will be based on the renewal of the sales tax.

Ms. Carr explained the funding analysis for street improvement and commented on how the General Fund helps underwrite that fund. She indicated the funding for street improvement would have to be evaluated in the future.

The Commission asked about the availability for grants for street improvement projects with Mr. Carrino indicating there are grants for other types of projects but not really for street improvement.

Mike Sheppard explained the Street Improvement Fund is mostly operational. He added that the City's Public Works Department stretches the funding more than other cities due to doing a lot of the work internally.

The Commission discussed the need to look at funding opportunities for future projects as soon as possible and identifying grant opportunities or applying for additional state appropriation funding. Mr. Sheppard indicated that one other source would be bonding.

Ms. Carr reviewed the CRA funding analysis stating that the fund balance is continuing to grow so there is some flexibility there. She then reviewed the Stormwater Fund noting that it will soon run a negative balance. She indicated there had been no increase in stormwater fees in several decades.

Ms. Carr reviewed the Water and Sewer Funds and cited a budgeting error in the carryover of approximately 7.5 million relating to the Bates Avenue Water Plant. She emphasized the money has not been spent so the budget will be adjusted accordingly. Mr. Sheppard commented on the utilization of the ARPA funds.

Ms. Carr reviewed the process and indicated second and final reading would be on September 19th. She stated the City would be continually monitoring and re-evaluating the CIP and cited the decision to be made on the Eastern water plant.

The Commission asked when a final decision would be made on the Eastern water plant with Mr. Carrino responding they are working to bring a consultant onboard which should cost approximately \$30,000. He explained the consultant would help the City evaluate the plant and the options. He noted that the process is completely different if they sell to a private entity versus a public entity. He stated the options would be coming back to the Commission.

Attorney Garcia opened the public hearing at 8:16 p.m. There being no public comment, the hearing was closed at 8:16 p.m.

Motion made by Vice Mayor Lee, Seconded by Commissioner Hawkins, to approve Ordinance Number 24-31 on first reading. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.8 FIRST READING

Ordinance Numbers 24-32, 24-33, AND 24-34: EXPLANATION OF ORDINANCES FOR ANNEXATION OF PARCELS WITH ALTERNATE KEYS 1064309

Ordinance Number 24-32 – Voluntary Annexation of property located at Alternate Key 1064309

Attorney Garcia read Ordinance Number 24-32 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 0.19 acres of

real property at Alternate Key Number 1427118, on Coolidge Street and Suanee Avenue, on north side of Suanee Avenue.

Mr. Richardson reviewed the requested annexation with future land use and design district designations. He noted that the annexation would partially close an enclave. He reviewed the surrounding land use designations. The property is currently designated Urban Low in Lake County and the requested land use designation is Suburban Residential with a Suburban Neighborhood design district designation. He explained staff's evaluation of the request and confirmed the required notices and advertisements were done. He confirmed the site is not in the 100-year flood plain but it is within the Wekiva Study area. He stated staff's recommendation for approval of Ordinances 24-32, 24-33 and 24-34 and indicated that the request is consistent with the JPA and Florida statute requirements and is consistent with the surrounding properties.

Attorney Garcia opened the public hearing at 8:20 p.m. There being no public comment, the hearing was closed at 8:20 p.m.

Motion made by Commissioner Ashcraft, Seconded by Vice Mayor Lee, to approve Ordinance Number 24-32 on first reading. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.9 FIRST READING

Ordinance Number 24-33: Comprehensive Plan Amendment for property at Alternate Key 1427118

Attorney Garcia read Ordinance Number 24-33 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis Comprehensive Plan pursuant to 163.3187 F.S.; changing the future land use designation of approximately 0.19 acres of real property at Alternate Key Number 1427118, on Coolidge Street and Suanee Avenue, on north side of Suanee Avenue, from Urban Low in Lake County to Suburban Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 8:21 p.m. There being no public comment, the hearing was closed at 8:21 p.m.

Motion made by Commissioner Ashcraft, Seconded by Vice Mayor Lee, to approve Ordinance Number 24-33 on first reading. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.10 FIRST READING

Ordinance Number 24-34: Design District Assignment for property located at Alternate Key 1427118

Attorney Garcia read Ordinance Number 24-34 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Neighborhood design district designation to approximately 0.19 acres of real property at Alternate Key Number 1427118, on Coolidge Street and Suanee Avenue, on north side of Suanee Avenue.

Attorney Garcia opened the public hearing at 8:22 p.m. There being no public comment, the hearing was closed at 8:22 p.m.

Motion made by Commissioner Ashcraft, Seconded by Vice Mayor Lee, to approve Ordinance Number 24-34 on first reading. Motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

7. OTHER BUSINESS

7.1 Organizational and Event Support Grants Final Recommendations

Mike Sheppard, Finance Department, reviewed the organizational grants totaling 30K. He indicated that the proceeds from next year's Amazing Race will determine how much there will be to award then. He reported there were nine applications; however, one grant applicant did not provide proof of their 501c3 which is required. He explained the selection committee was comprised of the City Manager, Economic Development, Development Services, Finance Director and himself. He stated \$71,000 was requested and \$25,800 was awarded. He noted that \$6,500 was already issued to the Amazing Race to assist them with the close out and transfer to the City. He provided a list of what each applicant requested and how much the committee was recommending they be awarded.

Vice Mayor Lee noted the number of requests to provide food. She recommended that the organizations work together to do a better job of distributing food.

Mr. Sheppard noted a number of other duplications such as backpack and food giveaways that the City itself participates in with Mr. Carrino noting that part of the process is looking at duplication of services and that is taken into consideration.

Commissioner Hawkins expressed concern that with the City taking over the Amazing Race there will be less money to be distributed to the organizations. It was agreed that the grant funding and Amazing Race proceeds for next year would need to be discussed.

CONSENSUS: It was a consensus of the Commission for the grants to be awarded as recommended by the Committee.

8. FUTURE AGENDA ITEMS AND COMMENTS

8.1 City Commission

Commissioner Ashcraft commented on a complaint he received about the condition of the railroad. Commissioner Hawkins asked if the City could fine them through code enforcement for not maintaining the railway.

Mr. Carrino responded staff can try but they are federally regulated. He explained the railroad is owned by CSX who subleases to the local freight rail who subleases to the tourist train. He stated staff previously meet with the tourist train who indicated they follow federal regulations which provides them with huge power. He assured the Commission that he would attempt to communicate with the railroad to get them to do maintenance.

Discussion was held regarding whether or not there was sufficient space to have a trail next to the railway. Mr. Carrino noted that both Tavares and Mount Dora tried for years to work with them to obtain the railway to develop a trail and after a number of years the railroad backed out. It was noted that the tracks are obviously not being used because of how high the grass around the tracks has grown.

Vice Mayor Lee commented on her conference with America in Bloom and explained that in North Carolina the railroad partnered with them to develop a beautification area. She questioned if they could do something like that.

Mr. Carrino assured them he would contact the railroad and see what could be done.

Commissioner Ashcraft asked when the master plan would be presented with Mr. Carrino stating that the meetings with individual commissioners were just finished. He stated they need to schedule a public meeting to present the final draft and then it will be brought to the Commission for final approval. He confirmed Commissioner Hawkins would be comfortable with the public meeting being held while he is out of town. He indicated he would confirm a date with the other Commissioners but emphasized it would not be a Commission meeting and the Commissioners would not be engaging with the public or presenting at the meeting.

Commissioner Ashcraft questioned how the special meeting for selection of the interim commissioner would be run with Mayor Holland responding that an agenda will be sent out and each applicant will be allowed to give a presentation.

Commissioner Ashcraft complimented Public Works on all of their work downtown and how good it looks.

Commissioner Hawkins commented on the Police Department's use of seized funds and how that money is used to give back to the community. He stated the EPD does an outstanding job with its forfeiture funds. He cited a number of examples of how the department has used the funds. He explained the upcoming Panther Pride in the Park to be held October 19th and noted he would be asking the City to buy a table at the event.

Mayor Holland noted that the State of Florida just allowed high school athletes to be paid like college players and be paid to play so the high school has lost players.

Vice Mayor Lee reiterated the good work done by Public Works and noted the addition of bat houses and planters in downtown with more to come. She complimented Commissioner Hawkins on his work on Carla Mitchell's retirement celebration. She asked to have a CRA discussion regarding priorities and collaboration.

8.2 City Manager

Mr. Carrino reminded everyone about the special City Commission meeting to be held September 11th at 5:30 p.m. He indicated it is not a workshop as they will have to take action. He stated there will be a resolution to be voted on that evening. Assuming a selection is made, that individual will be sworn in and seated that evening. He noted there would be final hearings on the budget and millage on September 19th. He thanked staff and the Commission for all of the work on the budget.

8.3 City Attorney - None

8.4 Mayor

Vice Mayor Lee asked if there were any 9/11 events with Commissioner Hawkins and Mayor Holland responding there would be events at the middle school and at the Moose Lodge.

Mayor Holland thanked City staff for the great job they do representing the City. He congratulated Sam Brinson on the great job he's doing with Parks and Recreation. He encouraged everyone to keep an eye out for the various 9/11 events. He then noted the Eustis Chamber would be hosting a karaoke night on 9/15 at 6:p.m. to raise monies for the deputy that was lost and the two injured deputies. He encouraged everyone to attend both the 9/11 ceremonies and the fundraiser.

9. ADJOURNMENT: 8:43 P.M.

**These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to www.eustis.org and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

CHRISTINE HALLORAN
City Clerk

MICHAEL L. HOLLAND
Mayor/Commissioner