



MINUTES

City Commission Special Meeting

6:30 PM – Monday, September 29, 2025 – City Hall

Invocation: Commissioner Michael Holland

Pledge of Allegiance: Commissioner Michael Holland

Call to Order: 6:31 p.m.

Acknowledge of Quorum and Proper Notice

PRESENT: Commissioner Michael Holland, Commissioner Emily Lee, Commissioner George Asbate, Vice Mayor Gary Ashcraft, Mayor Willie L. Hawkins

1. **Agenda Update: None**
2. **Ordinances, Public Hearings, & Quasi Judicial Hearings**

2.1 SECOND READING

Ordinance Number 25-27: Amending and Updating the City's Municipal and Utility Impact Fees for Police, Fire, Parks and Recreation, Library, Water and Sewer Based on the 2025 Impact Fee Study Prepared By Raftelis Financial Consultants, Inc.

Sasha Garcia, City Attorney, read Ordinance Number 25-27 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; relating to municipal impact fees; amending Chapter 2, Article IV, Division 4 (Law Enforcement Impact Fees), Chapter 38, Article V (Fire Impact Fees), Chapter 58, Article III (Library Impact Fees), Chapter 66, Article II (Parks and Recreation Impact Fees), and Chapter 94, Article VII (Water and Wastewater Capacity Impact Fees) of the Code of Ordinances; adopting updated impact fees for Police, Fire, Parks and Recreation, Library and Water and Wastewater services based on the 2025 Municipal Impact Fee Study prepared by Raftelis Financial Consultants, Inc.; making legislative findings, including extraordinary circumstances justifying an exemption from the phase-in limitations of Section 163.31801, Florida Statutes; providing for codification, severability, and conflicts; and providing that this ordinance shall be adopted prior to October 1, 2025, with an effective date of January 1, 2026, pursuant to Section 163.31801, Florida Statutes.

Attorney Garcia opened the public hearing at 6:33 p.m. There being no further public comment, the hearing was closed at 6:33 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to adopt Ordinance Number 25-27 on final reading. The motion passed on the following vote:

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

Tom Carrino, City Manager, noted that the effective date will be January 1, 2026. Any applications that come in prior would be under the current fees, not the new fees. He commented that staff would do the statutorily required notices. He explained there is a 90-day advertising and education period.

3. Future Agenda Items and Comments

3.1 City Commission

Vice Mayor Ashcraft commented on the need for a waiver program for affordable housing and infill development.

Commissioner Holland and Mayor Hawkins both expressed agreement for considering such a program.

Commissioner Asbate asked the Commission to consider removing Resolution 25-72 from the next agenda. He asked to have further discussion or a workshop prior to consideration.

Commissioner Lee agreed with the suggestion.

Attorney Garcia explained there would be opportunity for discussion at that time as it is not on the Consent Agenda. She explained that it contains recommendations for Commission - Developer communications. She noted that it has already been advertised so it would have to be discussed at that time. She confirmed it could be pulled during the regular Commission meeting but not during that night's special meeting.

Commissioner Asbate asked if it could be pulled from the agenda at the beginning of the meeting with Attorney Garcia explaining that the current meeting was for a specific topic and other items could not be considered. She indicated the resolution has already been advertised so they have to let the public have input during the regular meeting, but they can table the resolution at that time or whatever they want to do.

Commissioner Holland confirmed for the Commission that since it has been advertised they would have to wait until the night of the regular meeting.

Attorney Garcia explained what items might be removed from the agenda and why. She noted other items that may have been pulled were due to applicants withdrawing or an item may not have been approved by the LPA.

Commissioner Asbate asked who placed the item on the agenda with Attorney Garcia stating that she has had Commissioners tell her they need to establish a policy regarding communications with developers; therefore, she developed the policy and placed it on the agenda. She explained the purpose of the resolution is to establish a policy for the Commission's consideration. She noted that she has previously advised the Commissioners that it is best to have developers only speak to the Commissioners during the meetings in order to avoid the perception of inappropriate conversations occurring.

Commissioner Lee indicated she had asked the City Attorney about guidelines for meeting with developers, but she did not ask the City Attorney to place it on the agenda.

Attorney Garcia explained that is why she developed the policy and then had it placed on the agenda. She explained the need for the policy to provide guidance.

3.2 City Manager: None

3.3 City Attorney: None

3.4 Mayor: None

4. Adjournment: 6:46 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

WILLIE L. HAWKINS
Mayor/Commissioner