



MINUTES

City Commission Meeting

6:00 PM – Thursday, November 03, 2022 – City Hall

INVOCATION: MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE: VICE MAYOR LEE

CALL TO ORDER: 6:00 P.M.

ACKNOWLEDGE OF QUORUM AND PROPER NOTICE

PRESENT: Vice Mayor Emily Lee, Commissioner Karen LeHeup-Smith, Commissioner Nan Cobb, Commissioner Willie Hawkins and Mayor Michael Holland

1. AGENDA UPDATE

Bill Howe, Director of Human Resources, served as Acting City Manager.

2. APPROVAL OF MINUTES

2.1 Approval of Minutes:

July 6, 2021 City Commission Budget Workshop

July 14, 2021 City Commission Budget Workshop

September 22, 2022 Regular City Commission Meeting

The Minutes were approved as submitted.

Motion made by Vice Mayor Lee, Seconded by Commissioner Hawkins.

Voting Yea: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

3. APPOINTMENTS

3.1 Appointment for Code Enforcement Board – William J. Gay

William J. Gay introduced himself to the City Commission and expressed his interest in being a part of the Code Enforcement Board and in keeping the Eustis community charming and beautiful.

Motion made by Commissioner Cobb, Seconded by Commissioner Hawkins.

Voting Yea: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

3.2 Reappointments to Firefighter's Pension Board - Rachel Holtzclaw and Jeffrey Stephan

Reference: Florida Statutes Chapter 175

Jeffrey Stephan introduced himself to the City Commission and noted that he has been in financial advising business for over 30 years. He commented on his interest in an obligation to

firefighters working and retired to make sure the pension is there for them and an obligation to the City to make sure the money is invested reasonable and appropriately allocated.

Rachel Holtzclaw was not in attendance.

Motion made by Vice Mayor Lee, Seconded by Commissioner Hawkins.

Voting Yea: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

4. AUDIENCE TO BE HEARD

Joellen Mitchell, Sharps Mobile Home Park former resident, commented on the recent Town Hall Meeting for Sharps Park noting the water and sewer issues. She was concerned about residents and health issues and noted a hope that the City Commission would take action.

Mayor Holland commented on the closed session prior to the Commission meeting to discuss further actions. He noted that the process is moving forward, but it is a slow process. He asked for her patience. today and directed her to speak with the City Attorney for further questions.

Donna Manning, resident of Sharps Mobile Home Park, discussed her health issues.

5. CONSENT AGENDA

5.1 Resolution Number 22-78: Approval of Annual Purchases in Excess of \$50,000

5.2 Resolution Number 22-82: Approving a purchase in excess of \$50,000 for Professional Architectural services for the Utilities Administration Headquarters Building at 901 Bates Ave

5.3 Resolution Number 22-83 Edward Byrne Memorial Justice Assistance Grant Program Residual Funds

Motion to approve the Consent Agenda carried by the following votes.

Motion made by Commissioner Hawkins, Seconded by Commissioner LeHeup-Smith.

Voting Yea: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

6. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

6.1 Resolution Number 22-75: Preliminary Subdivision Plat for Grand Island Subdivision

Sasha Garcia, City Attorney representative, announced Resolution Number 22-75: A Resolution of The City Commission of The City of Eustis, Florida; Approving A Preliminary Subdivision Plat for The Grand Island Subdivision, A 40-Lot Single-Family Residential Subdivision, On Approximately 10.72 Acres of Property Located at The Northeast Corner of The Intersection of Grand Island Road and South Fish Camp Road (Alternate Key Numbers 1407745, 2728892, 1462029, 1462037, 1796717, 2510277, 3922792, And 3922793).

Jeff Richardson, Deputy Director of Development, reviewed the applicant's request including the preliminary subdivision plat, site location, subdivision plan information, landscape plan, and house lot criteria. He noted plan sheet and earth work to be done as the subdivision proceeds.

Staff noted that the plan is consistent with goals, objectives and policies of the Comprehensive Plan and Land Development Regulations. Staff is recommending approval.

Attorney Garcia opened the public hearing at 6:12 p.m.

There being no further public comment, the hearing was closed at 6:12 p.m.

The Commission asked about entrance to subdivision. Mr. Richardson commented that engineering detail would be in future plans with entrance on Grand Island Road and emergency access from South Fish Camp Road.

Motion to approve Resolution Number 22-75 carried by the following votes.

Motion made by Commissioner LeHeup-Smith, Seconded by Commissioner Hawkins.
Voting Yea: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb,
Commissioner Hawkins and Mayor Holland

6.2 Ordinance Number 22-21: 2nd Reading Establishing Hicks Ditch Community Development District (CDD)

Attorney Garcia read Ordinance Number 22-21: An Ordinance of The City Commission of The City of Eustis, Florida, Establishing the Hicks Ditch Community Development District Pursuant to Chapter 190, Florida Statutes; Providing for Authority and Power of The District; Establishing the District; Providing for The Board of Supervisors of The District; Providing for Functions and Powers of The District; Providing for Miscellaneous Provisions; And Providing an Effective Date.

Attorney Garcia opened the public hearing at 6:14 p.m.

Terri Roher, City resident, spoke against support of the Community Development District and asked the development to be better neighbors.

Sarah Sandy, from Kutak Rock LLP representative of the petitioner, commented on the questions in the previous City Commission meeting regarding a community member being on the Board. Ms. Sandy noted that the Ordinance designates five members on the board for initial purposes to start business. She noted that a new land owner election must be held within 90 days of establishment, and the developer is committed to including a community member on the board.

The Commission acknowledged the assurance of a community member on the board.

The Commission asked about fencing surrounding the property. Ben Snyder, Hanover Land Company representative, commented on the fence to be built with the infrastructure of that phase. He noted the need to wait on grading and preparation and build fencing as soon as it can be put in.

There being no further public comment, the hearing was closed at 6:17 p.m.

The Commission noted the additional fees for Community Development District (CDD) as cumbersome for land owners.

Motion to approve Ordinance Number 22-21 on second and final reading carried by the following votes.

Motion made by Commissioner LeHeup-Smith, Seconded by Commissioner Cobb.
Voting Yea: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb,

6.3 Ordinance Number 22-22: 2nd Reading Amending Chapter 22, Code of Ordinances, Cemeteries

Attorney Garcia read Ordinance Number 22-22: An Ordinance of The City Commission of The City of Eustis, Florida, Amending Chapter 22 Cemeteries, Division 4 Rules and Regulations, Section 22-118 Lot Prices; Providing for Codification, Severability and An Effective Date.

Rick Gierok, Public works Director, noted no additional presentation for this item.

Attorney Garcia opened the public hearing at 6:10 p.m.

There being no further comment, the public hearing was closed at 6:19 p.m.

Motion to approve Ordinance Number 22-22 on second and final reading carried by the following votes.

Motion made by Vice Mayor Lee, Seconded by Commissioner LeHeup-Smith.
Voting Yea: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

7. OTHER BUSINESS

8. FUTURE AGENDA ITEMS

9. COMMENTS

9.1 City Commission

Commissioner LeHeup-Smith commented that the events at the Eustis Waterfront Grill Opening and at St. Thomas went well.

Commissioner Cobb commented on the Eustis Junior Panthers Playoffs with many visitors from all over Florida, and the field and scoreboard looked good. She thanked Public Works and Lake County for the use of bleachers for the game and asked that a thank you letter be sent to Lake County for the assistance and allowing us to use the bleachers. She noted that the St. Thomas 140th anniversary was nice with many vendors. She announce that the old CVS next to Office Depot in Eustis will house a University of Florida health care center building. Commissioner Cobb thanked Development Services for assisting with the process.

Commissioner Hawkins commented on the very busy weekend and thanked Parks and Recreation for help with the All about the Ballots event. He asked if we could explore installing flashing lights or a crosswalk from Parks and Recreation to the football field for safety. Commissioner Hawkins made a final note to thank community partners for support of our City.

Commissioner Cobb asked Rick Gierok, Public Works Director, if there was a flag pole in the area across the street from the stadium and one near the pavilion by the stadium.

Mr. Gierok discussed any issues with adding a crosswalk or flashing lights to the area. He mentioned looking into the issue to find something to work. He noted DOT's hesitation to install

features such as this, since they do not stop traffic and may provide a false sense of security. He will look into options, pricing, sloping, and budget, including an ADA ramp.

Vice Mayor Lee commented on the busy weekend of events. She noted a bus load of ladies from Summerfield visiting our Downtown Eustis, and the City Manager arrived at the unplanned event to provide swag bags and talk to the visitors about our City. Vice Mayor Lee visited the Police Trunk or Treat and enjoyed the kids in costume for this great event; she thanked the Police Chief Capri.

Commissioner Hawkins commented that Eustis is starting to get noticed by neighboring cities and wanted the good to continue.

Vice Mayor Lee noted her attendance at a workshop with Commissioner Cobb for the America In Bloom opportunity to transform cities and aid in economic development of the cities; she noted another meeting for November. Commissioner Cobb stated that she was excited to continue and bring this opportunity to add plants and landscaping projects to enhance Eustis.

9.2 City Manager

Mr. Bill Howe, Acting City Manager, presided over the meeting in the absence of City Manager, Tom Carrino, who was out of town for a family wedding.

9.3 City Attorney

Attorney Garcia had no comments.

9.4 Mayor

Mayor Holland commented on the busy couple weeks the Commission has had with events. He noted the win for the Eustis Panthers over Mount Dora 49-3 and then following with another win on Tuesday night again The Villages to win 29-22. the Eustis Panthers are the football District Champions. the next game is out of town in Wildwood for the last regular season game. He noted the team will be back in Eustis for the first playoff game on the 11th and asked residents to come out and support our young people in Eustis. Mayor Holland noted the Salute to Veterans on November 12th with guest speaker David Kaufman speaker from the highest ranks of the Marine Corps. He also noted several other events to honor veterans including a parade at 10:00 a.m., ceremony at 11:00 a.m. and vendors all day in Ferran Park with a great band for entertainment in the afternoon. He asked people to come out and be a part of the festivities in Eustis and visit www.eustis.org for event information.

10. ADJOURNMENT: 6:35 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