



City of Eustis

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TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: November 6, 2025

RE: Commission Direction to Proceed with Issuance of Request for Proposals (RFP No. 005-25) and Publication of Notice of Intent to Dispose of Property Per §163.380 – Community Center Redevelopment

Introduction

Staff requests Commission direction to proceed with issuance of Request for Proposals (RFP No. 005-25) and publication of the required Notice of Intent to Dispose of Property pursuant to Section 163.380, Florida Statutes, for the redevelopment and potential conveyance of City-owned property located at 601 Northshore Drive (the “Community Center Site”).

The property lies within the Eustis Community Redevelopment Area (CRA) and is identified as a redevelopment priority in the CRA Redevelopment Plan. The purpose of this action is to begin the statutory notice and competitive solicitation process required prior to any disposition of CRA property. No conveyance or award will occur until after public notice, evaluation, and subsequent City Commission consideration.

Background

The subject property, located on Lake Eustis, is occupied by the Community Center and is owned by the City. It has been identified as a catalytic redevelopment site due to its waterfront location and proximity to the downtown core.

Title review confirms City ownership, subject to standard plat, mineral, and riparian reservations, as well as an unrecorded access issue related to the adjacent CSX rail corridor. The proposed RFP incorporates these title and survey conditions, requiring proposers to address access, boundaries, and closing requirements consistent with Old Republic Title Commitment No. 1666531.

Under Section 163.380, Florida Statutes, the City must publish a Notice of Intent to Dispose of Real Property at least 30 days prior to taking any final action on sale, lease, or other conveyance. The notice invites competing proposals and ensures transparency, public participation, and market fairness.

The RFP Number 005-25 is structured to solicit redevelopment concepts that are financially feasible, aligned with the CRA Plan, and supportive of the public interest. It allows the City Commission discretion to consider various disposition structures, including sale, long-term lease, or donation with enforceable public-benefit covenants.

Recommendation

Staff recommend that the City Commission direct staff to proceed with:

1. Issuance of RFP No. 005-25 – Community Center Site Redevelopment and Disposition; and
2. Publication of the Notice of Intent to Dispose of Property pursuant to Section 163.380, Florida Statutes.

This direction authorizes staff to initiate the competitive solicitation and statutory notice process but does not authorize conveyance or contract execution at this time. After the requisite notice period, the City Commission will receive an update on the proposal submissions and a bid opening date reminder. Subsequently, staff will discuss with City Commission next steps for establishing a selection committee and/or for evaluation results and any proposed award.

Fiscal Impact

There is no direct fiscal impact associated with authorizing publication and solicitation. Advertising and related costs will be absorbed within the existing City and Purchasing Department budgets. Future fiscal impacts, such as sale proceeds or lease revenue, will be determined following proposal evaluation and negotiation.

Public Benefit

This action promotes the City's adopted redevelopment goals by activating an underutilized waterfront parcel, attracting private investment, supporting job creation, and expanding the tax base. The process also enhances transparency and ensures all interested parties have equal opportunity to submit redevelopment proposals.

Business Impact Estimate

Not Applicable - This action does not enact an ordinance, regulation, or resolution affecting business activity. It authorizes only the publication of notice and issuance of a competitive solicitation consistent with statutory CRA disposition requirements.

Attachments

Draft RFP Number 005-25 – Community Center Site Redevelopment and Disposition
Draft Notice of Intent to Dispose of Property (§163.380, F.S.)

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Tom Carrino, City Manager