



City of Eustis

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TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: October 2, 2025

RE: Resolution Number 25-72: Guidelines for Commissioner Communications with Developers – Sunshine Law Compliance

Introduction

The proposed Resolution establishes formal guidelines governing communications between City Commissioners and developers or other land use applicants. The purpose is to ensure compliance with Florida's Sunshine Law and to promote transparency, fairness, and public trust in the City's land use decision-making process.

The Resolution applies specifically to land use and development matters where quasi-judicial or legislative actions may come before the City Commission.

The policy clarifies permissible and prohibited interactions, encourages public presentations over individual meetings, requires written summaries of any such meetings, and mandates ex parte disclosures in accordance with state law.

Recommendation

Staff recommends the City Commission adopt Resolution Number 25-72 to establish these guidelines. This policy provides a clear, consistent, and legally sound framework for Commissioner-developer communications, reducing legal risk under the Sunshine Law and enhancing public confidence in the fairness of land use decisions.

Fiscal Impact

There is no direct fiscal impact associated with adopting this Resolution.

Business Impact Estimate

Not applicable.

Attachments

Resolution Number 25-72

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Tom Carrino, City Manager