



# MINUTES

## City Commission Workshop: Budget

9:00 AM – Saturday, June 21, 2025 – City Hall

**Call to Order: 9:03 a.m.**

### **Acknowledgement of Quorum and Proper Notice**

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

### **1. Workshop Item with Discussion and Direction**

#### 1.1 Review All Departments

Tom Carrino, City Manager, stated the focus of the workshop would be the General Fund with a big picture overview of the budget. He stated the goal was to complete the General Fund review as there are some statutory requirements they need to meet. He indicated they would set the tentative millage rate at the July 17th meeting with the formal public hearings in September. He added that, if time allows, they also want to discuss stormwater, Street & Road Fund and utility capital projects. He commented on the format of the draft budget presented to the Commission.

Lori Carr, Finance Director, noted that the September hearings would be at regular Commission meetings. She indicated that the City has not yet received any of the estimated State revenues due to the state budget just being passed. She stated that the numbers presented include a tentative 5% COLA plus \$1000 to the base to prevent compression within the pay plan. She commented on the inclusion of the figures for Operating Expenditures, Operating Capital and Five-Year Capital. She stated they will be focusing on this year's portion of the Five-Year Capital. She indicated there is no excess in the General Fund and turned over discussion to Mr. Carrino.

Vice Mayor Ashcraft asked for an explanation of the General Fund grand total figures located on Page 44 under Non-Departmental with Mr. Carrino responding that the total of the requests for the draft budget is \$29,753,100. The total for General Fund in the 2025 approved budget was \$26,610,000. The actual spending so far this fiscal year is just over \$17 million which includes encumbrances.

Vice Mayor Ashcraft asked about the difference between the approved \$26 million and the current actual of \$17 million with four months left. Mr. Carrino confirmed they do not anticipate spending all of the budgeted amount and added that the goal is to underspend. Ms. Carr confirmed they are projecting to have a surplus.

Vice Mayor Ashcraft asked why the draft budget is \$29 million and indicated that it is 74% increase over the \$17 million with Mr. Carrino explaining that is the intent of the workshop to go over the draft budget.

Commissioner Holland explained the draft includes all of the requests and it is their job to look at that and determine what to include.

Ms. Carr noted that there are a number of invoices that are not included in the \$17 million. She said that, while they are not likely to spend another \$9 million in the last four

months, the total will be well over the \$17 million. She commented on the number of anticipated increases. She added that, in the past, a lot of things have been included in the Sales Tax Fund that are not eligible so those have been moved to the General Fund. She gave as an example the annual radio maintenance.

Mr. Carrino explained staff is not presenting a balanced budget at that time due to the State revenue numbers not available yet. He stated the draft budget is currently \$461,000 to the negative. Estimated expenses are exceeding estimated revenue which will change as they move forward. He confirmed that under state law, the final budget must be balanced. He stated that both revenues and expenses will change, and they will have to either identify additional revenues or make additional expense cuts to balance the budget. He noted that new property tax valuation figures will be received and those, typically, go up. He added that the budget includes a 5% cost of living increase, which is the same as the previous two years. He stated they are obligated contractually to a 5% increase under the police and fire collective bargaining agreements. He indicated that, while they could lower that for General Fund employees; however, he would prefer not to do that. He explained they are recommending the additional \$1,000 be added to the base salaries in order to avoid compression with new employees. He confirmed that anyone hired prior to October 1st would get the additional \$1,000.

Ms. Carr reviewed the General Fund Highlights as follows: 1) Estimated expenditures exceed revenues by \$461,683; 2) The 8.72% increase in property tax revenue is estimated to be \$1,055,284; 3) The taxable value of new construction decreased by 27.04% from tax year 2024 to tax year 2025, a decrease of \$94,584; 4) The School Board reimburses the City for the School Resource Officers for nine months; however, the City carries them for 12 months; 5) Health insurance will increase by 5.5%; 6) Casualty insurance is budgeted at 14%; however, that should go down because Hurricane Milton claims were not significant; 7) Police Pension contribution remains unchanged; 8) Fire Pension contribution decreased slightly; and 9) City contribution remains at 6% for regular employees.

The Commission asked if the School Board only covers the salaries on the School Resource Officers with Ms. Carr explaining the School Board pays all expenses for nine months with the City covering the other three months.

Ms. Carr explained they have received nothing yet from the State regarding revenues and she anticipated it would be late due to the State delay in adopting their budget. She indicated they will get the Property Appraiser's best estimate on July 1st. She stated the final amount might be slightly higher but is usually not significantly different. She indicated the preliminary figures are 8.72% over the previous year.

Ms. Carr provided a comparison of Property Appraiser Taxable Values for the City and surrounding cities. She provided a comparison of the revenues if the City were to reduce the millage rate by 1 mil from 7.581 to 6.581 or to increase the millage rate by 1 mil. She explained the impact on the property owners from the three different millage rates.

Mr. Carrino noted that the City's tax bill is only about 1/3 of a property owner's tax bill with Ms. Carr also explaining that, while the City's millage rate is a little higher than other cities, you have to consider whether or not the City had debt included, which Eustis does not, and how large their transfer is from their utilities. She indicated that with that consideration the City's millage is about the second or third lowest.

Mr. Carrino explained how staff typically figures the functional millage and indicated the City usually compares favorably.

Ms. Carr noted the General Fund expenditure requests and commented that the City's ad valorem revenues do not even cover Public Safety. She then reviewed the additional positions included in the draft budget. She explained that the Building Inspector would not be paid from the General Fund. She added that the Life Safety Captain is a transfer and upgrade, not new, with three new firefighters to be added midyear.

Mr. Carrino explained the various new positions and the funding for each.

The Commission asked about the CRA Coordinator position with Mr. Carrino indicating that this would free up Al Latimer to focus on Economic Development citywide and the new position would focus on the CRA.

Discussion was held regarding CRA funding and what might occur with CRA's in the coming years with Mr. Carrino indicating that the City's CRA is approved through 2047. He provided an overview of what the Coordinator would be responsible for. He explained they would be limited to only things concerning and within the CRA.

Mr. Latimer commented that a CRA Coordinator would help identify businesses for the downtown. He stated they would maintain a profile of businesses that could be in the downtown area. He added they would also work with the grant writer and explore grant opportunities including local and federal that are available to help support the implementation of the development plan.

The Commission discussed spending the money on getting a grant writer with Mr. Carrino indicating that the grant writer was re-allocated to the Finance Department. Discussion was held regarding the salary level for the grant writer.

The Commission expressed interest in hiring a third-party grant writing company with extensive experience to help research and fund projects. The Commission expressed concern about getting a qualified writer for the salary indicated. Mr. Carrino noted that grant writing companies typically focus on a specific type of grant and cited the City's use of Fred Fox and Associates for both CDBG Small Cities grants and FRDAP recreation grants. Fox and Associates prepared the grants free and then made money from administration of the grants. Further discussion was held regarding hiring a qualified grant writer, the cost for that, the need to have someone coordinate grant administration and how they can write the job description and responsibilities to up the point scale for that position.

Discussion was held regarding the need for the CRA Coordinator.

Mr. Carrino stated that staff can look at adding responsibilities to the grant writer position and have the point system redone to try and increase the salary for that position.

Mr. Carrino discussed the requested new building inspector and highlighted the significant amount of single-family building activity which would be fully funded by the Building Department Fund. He explained the Fire Department Captain of Life Safety position is an upgrade of an existing position. He commented on previous discussions regarding the need for additional police officers. He stated staff's plan to request an additional officer each year for the next few years.

The Commission asked about the City getting the COPS grant with Mr. Carrino responding that the determination was made to not pursue that grant due to the limited timeline for applying. He then commented on the requested Risk Coordinator position and explained the State's discussions regarding possible changes to the sovereign immunity legislation. He explained the position would assist the City in being more proactive in managing risks. He indicated that currently it is handled part time in Finance but if risk management moves to

Human Resources that would free up staff time in Finance and allow them to assume grant management responsibilities.

Ms. Carr explained some of the difficulties with grant administration.

The Commission expressed concern regarding the CRA Coordinator position in light of the deficit in the General Fund with Mr. Carrino reminding them that the position would not come out of the General Fund but out of the CRA Fund.

Mr. Carrino began the review of the individual department budgets. He commented on the Commission's previous determination to provide salary increases for the Commissioners based on the Citywide salary increase; however, the previous year they agreed to not take the \$1,000 base increase and instead moved it to the organizational grant fund. He asked what they wanted to do with the Commission salaries.

Vice Mayor Ashcraft stated he wants to do what they did the previous year. He asked to increase the Commissioner discretionary monies as well to about \$3,000 or higher.

Mr. Carrino explained that there is \$17,000 budgeted for \$3,500 per Commissioner. He indicated that the \$1,000 per Commissioner is also budgeted under the Commission salaries. He indicated he would contact the Commissioners individually to see if they want to accept the additional \$1,000 salary or for organizational grants.

Commissioner Lee asked where the monies come from that the Commission has donated to organizations with Mr. Carrino indicating there is money in the Commission budget for their individual awards. There is also money under Nondepartmental that is used for the organizations that have come before the Commission to ask for funding. The Commission asked to have an accounting provided for each Commissioner on how much of their discretionary funding has been used.

Mr. Carrino continued the review of the Commission budget. He cited specific items under Travel and Per Diem and explained the increase from \$31,820 to \$38,800 to cover the Golden Eagle Banquet, Trout Lake Annual Banquet and others. He highlighted other line item increases due to increases in costs. He noted the addition of the Corey Rolle Field improvements to the Commission budget. He stated that it is funded from the rent from WIN1 Ministries for use of the Service Center. It was agreed that it needs to be moved back to the Recreation budget.

Discussion was held regarding improvements to Corey Rolle Field both those already done and upcoming improvements. It was agreed to leave the funds under Commission but to change the line item from Corey Rolle to Recreation Improvements.

RECESS: 10:05 a.m. RECONVENED: 10:11 a.m.

#### City Manager

Mr. Carrino reviewed the City Manager budget and highlighted substantive changes including the following: 1) \$55,000 - to restart the Strategic Plan process; 2) \$5,000 increase in Travel & Per Diem due to miscellaneous cost increases; and 3) Increase in vehicle allowance from \$500 per month to \$700 per month.

The Commission suggested that the City Manager begin driving a City-owned car with Mr. Carrino noting that the previous City Manager's contract included a car allowance. Discussion was held regarding restrictions on the use of City vehicles with Mr. Carrino indicating he is more comfortable with using his personal vehicle since his family may travel with him.

Mr. Carrino then commented on Communication Services and stated staff is working on consolidating the use of City phones with coordination to be managed by IT. He continued the line item review noting those areas with slight increases.

### City Clerk

Christine Halloran, City Clerk, reviewed the City Clerk department budget. She noted her request to upgrade the Deputy City Clerk from part-time to full-time and cited the number of meetings the office has had to cover in the past year. She added that most of the other towns have a full-time Deputy Clerk.

Mr. Carrino explained the \$6,000 is budgeted to cover overlap to get a new person trained in the event that Mary Montez is not interested in working full-time.

Ms. Halloran commented on how some other functions have fallen behind due to the amount of time needed to process minutes and meetings. She then cited the slight increases in various contracts due to annual increases. She commented on the benefits to the new software. She added that all IT services and expenses have been moved to the IT budget. She reviewed minor changes including a slight increase in advertising and other small increases due to increased costs. She commented on the number of public records requests that the office has been handling. She confirmed that they do charge for provision of those requests and explained how those are charged. She also confirmed that they do not charge for the first 15 minutes for the other departments; however, they do not charge for the first two hours of the Clerk's time.

Discussion was held regarding charges for public records requests and possible changes to the policy. Ms. Halloran commented on the possibility of eliminating the requirement for a deposit for charges over \$100 but instead requesting all payment upfront. She also commented on the possibility of utilizing CivicPay to help facilitate the invoice process for records requests.

### Economic Development

Mr. Carrino pointed out that there has been transition in the department over the past year. He indicated that the CRA Coordinator position is in the Salaries line item; however, the CRA would pay the General Fund for the salary.

Al Latimer, Economic Development Director, highlighted the \$25,000 budgeted for LEAD with \$20,000 for membership dues and \$5,000 for the City to actively participate in a trade mission. He explained how staff would determine the location for such a trade mission.

The Commission asked about a breakdown of the salaries with Mr. Carrino responding that staff will provide to the Commissioners a summary document which will provide the individual position titles and each position's salary. At the request of Commissioner Holland, it was agreed that the document would include titles only and not individual names.

Mr. Latimer continued his budget review citing \$5,000 for incubator marketing based on a feasibility study conducted by Lake County. He noted that Lake County will also be providing funding for marketing. He commented on a targeted industry study that is being undertaken and cited funding under Operating Supplies for materials for that project.

Mr. Carrino confirmed that the CRA Coordinator would solely work on CRA projects and activities if it is fully funded by the CRA.

## Events and Communications

Mr. Carrino reviewed the Events and Communication Department budget and explained changes in the Director and Public Relations Communications Manager position. He indicated they are advertising the Director's position; however, they are not yet advertising the PR Manager position. He explained he prefers to assess the skills provided by the new Director first plus that person should have input on the new Manager. He announced Carl Saenger will be promoted to the Events Manager position. He explained the history of that position. He commented on moving Communications into the Department and reviewed the salary and benefits adjustments. He commented on the increase in the professional services line item due to the website expenses previously being budgeted under Economic Development and now it will be budgeted under Events and Communications. He explained the process involved in transitioning to a new website.

Discussion was held regarding the use of See - Click - Fix with staff indicating they receive a number of Public Works requests through that software.

Mr. Carrino continued the departmental review and commented on certain changes due to some items being charged to Other Contractual Services that shouldn't have been.

Discussion was held regarding the expenses pertaining to the boat races with Mr. Carrino explaining the City does not provide them with any funding, but the City incurs a fair amount of expenses pertaining to that event. Discussion was held regarding the City in-kind funding for various events with Mayor Hawkins expressing concern that he was told the City did not provide funding for the boat races.

Mr. Carrino indicated the City is not able to fund all event requests at the same level as the boat races. He said that if the Commission no longer wants to support the boat races it can be taken out.

Vice Mayor Ashcraft noted that he and Christine Cruz are working on developing a Japanese Arts and Cultural Festival and they are not going to request funding from the City for that. He indicated that if it builds and gets bigger then maybe.

Further discussion was held regarding funding for events and the benefits to the City and the downtown businesses. Mayor Hawkins expressed concern that the City needs to be fair in its treatment of event organizers.

Further discussion was held regarding waiting to have a discussion on funding for events until the new director is hired.

Mr. Carrino cited the \$150,000 under Rentals and Leases for the Christmas holiday decorations. He noted the \$3,500 for printing the quarterly newsletters which was moved from Economic Development and the addition of \$3,000 for Sign Shop Printing.

## Historical Museum

Mr. Carrino discussed the Historical Museum budget for cleaning and security.

The Commission asked about the museum being open to the public with Mr. Carrino explaining that they are currently advertising for a part-time position for that. He commented on an incident with members of the public engaging in inappropriate behavior that resulted in the previous employee resigning.

Discussion was held regarding the incident and security measures to be taken including a possible interior camera.

## Finance

Ms. Carr reviewed the Finance Budget and staffing. She noted the previous Finance Director Mike Sheppard is still working part-time. She noted their staffing issues and the need to implement a new accounting system to help with inefficiencies. She reported on their continuing education, training and travel expenses. She noted the budget also includes training and travel for the Grants Writer. She commented on the addition of an IT in-house administrator.

Bryce Hale, Information Technology Director, reviewed the IT budget to include security enhancements, police and fire hardware updates, and Lake Walk coverage. He cited the evidence barn and parking garage security plan to be discussed more in-depth at the shade meeting in July. He commented on the difficulty in getting internet to the cameras with the cost to come from Public Works.

Commissioner Asbate commented on the possibility of attaching some of the surveillance cameras to private buildings. He asked if any discussions had been held regarding providing free Wi-Fi in the Ferran Park/downtown business district.

Mr. Hale commented on how that could be provided at a minimal cost. He said they could cover most of downtown for a low cost and indicated he could get the cost for that. He also commented on the issue of saturation during events.

Mayor Hawkins asked about the increases in Barracuda and other items with Mr. Hale explaining the need for additional software licenses whenever they get additional personnel in the City.

Ms. Carr explained the changes to the capital lien item as all computers, monitors and printers are now budgeted under IT.

## Purchasing

Ms. Carr discussed the minimal changes in Purchasing. She noted they have advertised the Buyer position and have begun interviewing. She added they are trying to find someone who will become Tracy Jeanes' successor.

The Commission asked about the funds budgeted for long-distance calls with Mr. Hale explaining there are phones they have to pay for long-distance service on. He noted that the phone system will be replaced in 2029.

The Commission asked Mr. Hale and Ms. Carr if the budget provides them with everything they need with Mr. Hale emphasizing the need for security cameras. He commented on how the Grant Writer position can help finance that. He urged the Commission and staff to not mention where security cameras are located. He noted that the Police Department can see all of the cameras and they now have them connected to the police officers' phones.

Ms. Carr indicated they will have what they need once they get the new accounting system. She commented on the RFP process for doing that. She confirmed that the Amazon Prime membership is for Citywide membership.

## City Attorney

Mr. Carrino reviewed the City Attorney budget including their retainer, monthly charges and outside legal assistance.

The Commission asked about holding a workshop to discuss the year end closeout figures with Mr. Carrino indicating staff could provide a pretty good picture after the year ends. He noted they wouldn't have audited figures until months later.

Mari Leisen, Deputy Finance Director, explained that, in the annual report, which is issued on March 31st, there is a report that shows the budget versus actual. She indicated they could provide a more detailed report as well. She said they could provide preliminary figures prior to the conclusion of the audit.

The Commission asked what Derek Bruce did for the City with Mr. Carrino indicating he assisted with issues pertaining to Map #19 in the comprehensive plan. He stated they haven't used him for a year or two. He noted they also have a labor attorney to assist with personnel issues. He added they also have a Code Enforcement attorney which is in the Code Enforcement budget. He noted that the City also has a code enforcement attorney and stated he was unsure where that one is paid from. He explained that if an attorney does work specific to a department, then it comes out of that department.

Mr. Carrino explained how the City Attorney is budgeted and what is included in their monthly retainer.

The Commission asked about having a separate attorney for the Police Department so they can get a faster response with Capt. Toler explaining that the Police Chief is working on the possibility of having a joint contract with other police departments for that service.

Mr. Carrino commented that it would depend on the topic. He noted the City also has services available under PRM which could provide specific assistance. Further discussion was held regarding legal service for the EPD with Mr. Carrino indicating he would discuss the issue with the Police Chief to ensure there isn't a gap in coverage.

### Development Services

Mike Lane, Development Services Director, thanked the Commission for approval of GovWell. He noted they are in the process of transitioning, and it is functioning on the public side very well for building permits. He added that Business Licensing is also on there, but they do not yet have Development Services online. He also thanked Fire Chief Swanson for spearheading the transition. He stated their primary increase is for Professional Services for preparation of the Evaluation and Appraisal Report (EAR). He reported they had requested an extension from the Department of Commerce and the EAR will need to be submitted no later October 28th. He indicated that it may implement the removal of Map #19. He anticipated the cost at \$100,000.

The Commission asked about the Polk Directory with Mr. Lane explaining that the Polk Directory provides a list of every address in the City including who lives there, how long they've lived there and when the structure was built. It also provides a list of cell phone numbers within the community. He indicated the service has been around since the 1930's.

Ann Ivey, Library Director, noted they have that available at the Library as well.

Discussion was held regarding utilizing that as a resource for marketing purposes.

### Human Resources

Mr. Carrino reviewed the Human Resources budget. He noted the creation of the Risk Coordinator position. He cited slight increases in costs for background checks and fingerprinting, travel and per diem, testing for new personnel, repairs and maintenance, and the employee fitness center equipment.



## Police Department

Captain Ken Toler reviewed the Police budget. He cited the following items Axon, bodycams, training, study expenses, vehicle repairs, and machinery and equipment for the annual radio payments.

The Commission asked about the older Chevrolet patrol cars with Mr. Carrino indicating those are budgeted in the Capital Budget and they replace five vehicles per year, so they are almost finished with cycling out the older vehicles.

The Commission asked what happens when the vehicles are sent to auction with Mr. Carrino confirming those funds go to the General Fund. He also noted that the line item for the annual radio payment used to be budgeted in the Sales Tax Fund and has been moved to the General Fund.

Discussion was held regarding the bicycle program and the visibility being good for PR and community interaction.

Commissioner Holland asked if communication with Lake County is doing well with Captain Toler responding affirmatively.

Captain Toler commented on grants the department typically receives and confirmed they do not currently have a grant writer position. He indicated they do have staff that submit grants.

Discussion was held regarding individual departments writing their own grants and whether or not the grant writer position would write for the individual departments.

Mr. Carrino noted the grant writer would coordinate with all the departments and be involved in all grants while individual departments would still do some of their own grant writing.

The Commission asked about the revenue from the school-zone cameras with Mr. Carrino indicating that the intention was to reduce speeding in the school zones and not generate revenue. He stated there are costs affiliated with the use of the cameras. The intent is that the revenues were intended to cover the camera expenses. He noted that the revenues are less than the cost but the City is not charged by Altumint for the deficit, so the program is doing what it intended. He confirmed the City is not making any money off of the program. He reported on the cameras on Bay Street going live. He confirmed they the City is required to do a public notice campaign prior to that and there will be a month after going live when only warnings will be issued.

## Fire Department

Fire Chief Mike Swanson reviewed the Fire Department budget beginning with grant resources and FEMA paperwork handled by Chief Swanson.

The Commission asked about paramedic training with Chief Swanson responding they have received grants that pay for the training. He reported the department is at full capacity with trucks now that the tower truck is in service which can accommodate up to a seven-story building.

The Commission asked about the annual radio maintenance with Chief Swanson explaining that is part of a ten-year program. He explained the Police and Fire buys into the program every ten years. He noted there are radios in the trucks and in the patrol cars. He commented on the use of newer technology every ten years.

Chief Swanson stated the most significant increase is for maintenance on the trucks. He noted that the tower truck has an extended warranty due to a design flaw that was resolved,

therefore, the company extended the warranty. He added the other vehicles are out of warranty. He reviewed various staffing challenges and commented on law changes regarding firefighters and the number of shifts. He indicated GovWell is helping increase collection rates and reporting which has provided him the flexibility to upgrade the position.

RECESS: 12:12 p.m. RECONVENE: 12:42 p.m.

### Public Works

Greg Dobbins, Public Works Director, reviewed the Garage Maintenance budget and cited the significant changes including various capital requests. He reviewed the Building Maintenance budget and noted the \$6,000 for clearing of Lakewalk vegetation.

Mr. Dobbins reviewed the Cemetery budget and stated they are requesting a new position to help with the additional maintenance for the tranquil gardens. He noted the changes to the Repairs & Maintenance line item and explained the \$20,000 budgeted for the modification of the cemetery equipment facility. He then reviewed the Park Maintenance budget and indicated most of that remained the same.

The Commission asked about the \$20,000 for the floating dock repairs with Mr. Carrino explaining there are two separate projects - one by Crazy Gator and the Community Center and then the Ferran Park floating dock.

The Commission asked about the seaplane and tour boat facility with Mr. Carrino indicating they are included in the Capital Improvement Program and listed as unfunded projects.

The Commission asked about Parks Maintenance with Mr. Carrino explaining only specific park areas have been moved to Parks and Recreation with the remaining staying with Public Works. Discussion was held regarding Miscellaneous Cleanup Requests.

Mr. Dobbins reviewed the Custodial budget and indicated they are requesting an additional person.

### Library

Ann Ivey, Library Director, reviewed the Library budget. She noted the Library brings in approximately \$140,000 in revenue. She commented on their expansion plans and noted they have been awarded a grant for that in the amount of \$30,000. She indicated she has applied for two more grants in the amount of \$1,000,000, paid out at \$500,000 a year for two years. She cited the increase in programming, books, and a new reference desk for circulation. She stated the County will pay for the new computers but indicated there has been a delay in getting the computers installed.

Discussion was held regarding the part-time pages who must be enrolled in school and the part-time assistants. She noted her staff brought in their own shirts and the City had them embroidered with the Library's logo.

The Commission complimented Ms. Ivey for their programming and collaboration with other departments.

### Parks and Recreation

Sam Brinson, Parks and Recreation Director, reviewed the budget, and highlighted the increase in overtime due to working events. He commented on the tracking devices being added to their vehicles for monitoring and safety.

The Commission asked about their teambuilding activities with Mr. Brinson explaining they hold a luncheon once a month and all full-time staff are included. He then reported on the installation of new registration software that is more user friendly and will integrate with the Finance Department software. He commented on the installation of the lightning detection system.

Mr. Brinson reviewed the Facility Rental budget. Discussion was held regarding funds budgeted for repairs to the bandshell.

The Commission asked about merchant fees for recreation programs with Mr. Brinson confirming they do not charge the participants for the credit card processing fees.

Ms. Carr explained that for anything that is processed through GovWell the purchaser is charged the credit card fee.

Mr. Carrino asked for input on the Community Meeting audio system with the Commission asking if a portable system could be used or if whatever is installed be relocated if they demolish the existing building. He commented on the need for a new roof which would cost about \$350,000. He indicated that a decision regarding the Community Building would need to be made prior to October 1st.

Discussion was held regarding the need for a better audio system for the Community Building and the possibility of utilizing a portable system that could also be used elsewhere.

Mr. Brinson reviewed the Athletic & Rec. Programming budget. He noted that the only increase is in Operating Supplies. He explained that the federal funding is being discontinued, and their food program may be affected. He indicated they may have to include funding for the after school program food.

Mayor Hawkins suggested they contact Lake Cares to see if they can assist with that. He discussed the programming for dog obedience classes with Mr. Carrino indicating there should be an offsetting revenue from fees for the classes.

The Commission asked about planned improvements to the dog park with Mr. Brinson confirming they are planning to add a shade area and some benches and fence off an area for the dog training classes.

Mr. Brinson clarified that the dog obedience classes are paid for by the users; however, the improvements to the dog park will be funded by the City.

Commissioner Holland indicated he would reach out to the individual who initially funded the park to request additional funding for the improvements.

Discussion was held regarding the various planned programs and events including therapeutic recreation for disabled participants.

The Commission asked about the Library being open on Saturday with Ms. Ivey responding she is working with Ms. Burrowes and Mr. Carrino on that.

The Commission asked about budgeting for a bus for Recreation with Mr. Brinson responding that they previously did not have anyone with a CDL; however, now they do. They also have funding for three additional employees to test for their CDL. They will get a 5% increase if they get that license.

The Commission asked about the movies in the park with Mr. Brinson responding he did want to start that back up. He noted they have to get a license to show certain movies. They discussed holding a movie festival in the park during cooler months.

The Commission asked about how much a bus would cost with Mr. Carrino indicating they had budgeted for a bus at \$200,000 and he took it out. Discussion was held regarding buying a bus versus renting one for specific activities.

Mr. Brinson highlighted his request for \$20,000 for purchasing a 3-D printer and offering a class for teens and youth.

The Commission asked about what is needed to be able to keep the pool and splash pad open year round with Mr. Carrino responding they are working on hiring a Deputy Aquatics Manager.

Mr. Brinson stated that someone has been hired but she needs to get several certifications. He commented on the difficulty in getting lifeguards.

Mr. Carrino noted that the Deputy Aquatics Manager will be a lifeguard as well.

Mr. Brinson stated that he is looking into contacting organizations that contract out lifeguards. He spoke with Personnel and Finance to determine the viability of that.

Vice Mayor Ashcraft asked about the splash pad maintenance with Mr. Brinson indicating the budgeted amount is for maintenance of the equipment.

Mr. Carrino stated that staff just found out last year that they should have been doing annual preventative maintenance on the splash pad deck and it got away from them. He indicated that Public Works has hired someone to inspect the splash pad and provide a recommendation.

The Commission asked about the pool supplies with Mr. Brinson confirming that is something Rachel Amman does. The Commission suggested looking into having a service handle the pool chemicals.

Mr. Carrino announced that the tentative millage will come before the Commission on July 17th with staff recommending they maintain the millage at 7.5810. He noted that the TRIM notices have to be sent out in August, so they have to set the tentative rate.

Commissioner Holland explained they need to go with a higher rate for the TRIM notices but they can reduce the millage rate during the public hearings.

Mr. Carrino indicated they still need to go over the utilities, stormwater and streets; however, those are not affected by the millage rate.

Vice Mayor Ashcraft asked what is the estimated rollover for the year-end with Ms. Carr indicating they do not have that yet. She confirmed there is \$20 million in reserves.

Mr. Carrino explained that staff will be proposing to pay for the Community Building roof from the rollover since it may not qualify for the 10 fund.

## **2. Adjournment: 1:42 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](http://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.*

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CHRISTINE HALLORAN  
City Clerk

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WILLIE L. HAWKINS  
Mayor/Commissioner