



# MINUTES

## City Commission Meeting

APPROVED 10/19/2023

6:00 PM – Thursday, October 05, 2023 – City Hall

**INVOCATION: MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE: VICE MAYOR EMILY LEE**

**CALL TO ORDER: 6:10 P.M.**

**ACKNOWLEDGE OF QUORUM AND PROPER NOTICE**

**PRESENT:** Vice Mayor Emily Lee, Commissioner Gary Ashcraft, Commissioner Nan Cobb and Mayor Michael Holland

**ABSENT:** Commissioner Willie Hawkins

**1. AGENDA UPDATE: None**

**2. APPROVAL OF MINUTES**

2.1 Approval of Minutes

July 20, 2023 City Commission Meeting

Motion made by Vice Mayor Lee, Seconded by Commissioner Cobb, to approve the Minutes. The motion passed on the following vote:

Voting Yea: Vice Mayor Lee, Commissioner Ashcraft, Commissioner Cobb, Mayor Holland

**3. PRESENTATIONS**

3.1 Organizational Grant - Trout Lake Nature Center, Inc.

Tom Carrino, City Manager, explained that Trout Lake Nature Center was selected to receive a grant under the City's revised reimbursement process. He stated they have presented the necessary information and receipts so they can receive their grant award.

Eileen Tramontana, Executive Director for Trout Lake Nature Center, commented on their recent fundraising event. She thanked the Commission and community for their support.

Commissioner Cobb commented on discussion regarding the Arboretum and Trout Lake Nature Center at the National America In Bloom Conference. Ms. Cobb presented to Ms. Tramontana the check for \$4,750.

**4. AUDIENCE TO BE HEARD**

Ronnie Ward expressed the need for additional street lights on his street (Gould Street) with Mayor Holland asking Mr. Carrino to have staff look into it. In addition, Mr. Ward asked to have some "No standing" and "No parking" signs put on his street. He explained it is a dead end street and people are parking directly in front of his home.

Mayor Holland indicated that staff would look at that issue as well when they look at the lighting.

Mr. Carrino noted that Mr. Ward participated in the "bear strap" event and asked how that is working. Mr. Ward responded that his trash can has been turned over but the bears couldn't get into it.

Mike Swanson, Fire Chief, introduced the new Fire Inspector, Felix "Chico" Vargas.

Mr. Carrino introduced Kay Yaccarino as the new Public Relations Manager.

Mayor Holland complimented Coach Saunders on his football program.

Coach Johnny Saunders spoke about how grateful he is for the City Commission's support of the youth football program. He commented on the recent passing of Coach Willie Jones and noted a proclamation he received from the City in 2002. He asked about non-completed projects in the City. He commented on his previous request to get the Carver Park fields improved. He asked the Commission to make sure projects are followed through on. He cited the need for additional bleachers and a press box. He commented on the scoreboard that was added to the field. He indicated there is a racquetball court in the area that could be converted to a storage place for equipment. He stated it is currently being used by young people for various things at night.

Mayor Holland indicated some of the Commissioners have a relationship with Durastress that could possibly assist and asked him to provide some dates and times that he could meet.

## 5. **CONSENT AGENDA**

5.1 Resolution Number 23-82: Approval of Library Purchases for Books and Other Reading Materials in Excess of 50,000

5.2 Resolution Number 23-85: Approval of Public Works Annual Purchases in Excess of \$50,000

5.3 Resolution Number 23-88: Coolidge Street Engineering Design Services

5.4 Resolution Number 23-90: Approval of purchase in excess of \$50,000 for Customer Service postage costs

5.5 Resolution Number 23-91: Approval of Verteks Consulting, Inc. Annual Payment Purchase in Excess of \$50,000

5.6 Resolution Number 23-92: Approval of Public Utilities / Wastewater Annual Purchases in Excess of \$50,000

5.7 Resolution Number 23-93: Florida Department of Transportation (FDOT) Local Funding Agreement for State Road-19

Motion made by Commissioner Cobb, Seconded by Commissioner Ashcraft, to approve the Consent Agenda. The motion passed on the following vote:

Voting Yea: Vice Mayor Lee, Commissioner Ashcraft, Commissioner Cobb, Mayor Holland

## 6. **ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS**

6.1 Resolution Number 23-89: Live Local Act Pending Legislation

Sasha Garcia, City Attorney, announced Resolution Number 23-89: A Resolution of the City Commission of the City of Eustis, Florida; providing notice to the public of a pending ordinance and directing staff to develop and process for adoption an ordinance to provide for certification of compliance of affordable housing projects and other potential land development regulations

addressing affordable housing, mixed-use and multi-family projects to address the impacts of Chapter 2023-17, Laws of Florida, known as the Live Local Act.

Mike Lane, Development Services Director, noted a previous presentation in August regarding the Live Local Act. He explained that the resolution is the next step required in the Act. He stated the resolution directs staff to prepare an ordinance that will codify within six months various regulations pertaining to affordable housing as directed within the Live Local Act. He stated the intent is to put the public and developers on notice that new regulations are forthcoming.

The Commission confirmed that it is something the City must do with Attorney Garcia responding it allows the City time to create a process to confirm that a project qualifies for the benefits under the Act. She noted that it is a 30-year commitment by the developer. She explained the City has to have a process in place to confirm the qualifications, have some type of certification and have penalties in place in case a development does not comply.

Attorney Garcia opened the public hearing at 6:29 p.m. There being no public comment, the hearing was closed at 6:29 p.m.

Motion made by Commissioner Ashcraft, Seconded by Vice Mayor Lee, to approve Resolution Number 23-89. The motion passed on the following vote:

Voting Yea: Vice Mayor Lee, Commissioner Ashcraft, Commissioner Cobb, Mayor Holland

## **6.2 SECOND READING**

### **Ordinance Number 23-23: SECOND READING Annual Update of 5-yr. Capital Improvement Plan**

Attorney Garcia, read Ordinance Number 23-23 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, approving the annual update of the Five-Year Capital Improvement Schedule of the Comprehensive Plan under Florida Statutes 163.3177(3)5(b); providing for conflicting ordinances, severability, and effective date.

Mike Sheppard, Finance Director, explained this was the second reading for adoption of the CIP ordinance.

Attorney Garcia opened the public hearing at 6:30 p.m. There being no public comment, the hearing was closed at 6:30 p.m.

Motion made by Vice Mayor Lee, Seconded by Commissioner Ashcraft, to adopt Ordinance Number 23-23. The motion passed on the following vote:

Voting Yea: Vice Mayor Lee, Commissioner Ashcraft, Commissioner Cobb, Mayor Holland

## **6.3 SECOND READING**

### **Ordinance Number 23-24: SECOND READING Conditional Use Permit for a School in the Central Business District (CBD) Future Land Use District Located at 135 N. Grove Street**

Attorney Garcia read Ordinance Number 23-24 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, approving a conditional use permit for a school in the Central Business District (CBD) future land use district located at 135 N. Grove Street.

Attorney Garcia opened the public hearing at 6:31 p.m. There being no public comment, the hearing was closed at 6:31 p.m.

Motion made by Commissioner Cobb, Seconded by Vice Mayor Lee, to adopt Ordinance Number 23-24 on final reading. The motion passed on the following vote:

Voting Yea: Vice Mayor Lee, Commissioner Ashcraft, Commissioner Cobb, Mayor Holland

## **7. OTHER BUSINESS**

Mayor Holland introduced Marie Aliberti as the new Eustis Chamber of Commerce President and interim Executive Director.

Ms. Aliberti announced that the Chamber's Home, Garden and Recreation Expo will be held October 13th and 14th. She commented there is only one small vendor space left. She noted they have attracted some new members through the event and cited a number of activities during the event.

Mayor Holland thanked Ms. Aliberti for volunteering to serve as the Director. He noted that Ms. Aliberti was a former teacher who began with Eustis High School in 1983. He added that she also served as a Eustis City Commissioner.

Stephanie Carder, Chamber Board member, announced that they need education presenters for the Expo.

## **8. FUTURE AGENDA ITEMS: See Comments.**

## **9. COMMENTS**

### **9.1 City Commission**

Commissioner Cobb reported on her attendance at the Lake Tech accreditation and complimented the Culinary Arts students for the catering. She commented on the increased attendance at the Chamber Breakfast. She commented on the grand opening of the UCF Incubator and thanked everyone involved in that project. She asked about the semi-truck parking issue.

Attorney Garcia responded that she has looked into the issue and will present something in the near future. She noted it does involve private property.

Commissioner Cobb noted she and Vice Mayor Lee had attended the America in Bloom symposium and information would be brought forward. She commented on the benefit to economic development through those types of projects.

Commissioner Ashcraft commented on discussions he had with Coach Johnny about Corey Rolle Field. He expressed support for the City investing more in the field.

Mayor Holland commented on how Coach Johnny's program benefits the high school football and cheerleading programs. The Commission thanked Coach Johnny for his leadership, values, morals and standards set through the football and cheerleading program.

Coach Johnny thanked the Commission and highlighted the benefits of the program to the community.

Vice Mayor Lee recognized a youth from Eustis High School, Hunter Snow. He joined the United States Marine Corps where he graduated at the top of his class. She explained the welcome home provided to him and thanked the Police, Fire, staff and neighbors who participated. She noted that he was also honored at the Lake County Commission meeting.

Vice Mayor Lee read a news release from the Marine Corps which noted he was an honor graduate and was promoted to Lance Corporal at the end of his training.

Vice Mayor Lee reported on her and Commissioner Cobb's attendance at the America In Bloom symposium in Spartanburg, S.C. and their visit to the Biltmore Estate. She noted the recognition of Eustis and an award presented to Commissioner Cobb who was designated a Community Champion. She stated Eustis was also recognized for the best Youth Garden Program and as a new chapter of America in Bloom. She added they were also recognized for Overall Impression. She noted that Groveland and Tavares were also recognized. She highlighted the group's tour of Greenburg and commented on how the ideas may be incorporated into the downtown redevelopment.

Commissioner Cobb also commented on the symposium and how the improvements can help with Economic Development. She indicated that the City just received back the report on the City and commented on how the City will be improved visually.

## **9.2 City Manager**

Mr. Carrino reported he had been working with the Chamber of Commerce on their relocation to another site. He indicated they had been looking at the following possible locations: the Historical Museum, Lake Community Action Agency building and the Lakeview Room at the Community Center. He cited the potential disruption for those spaces as well as the cost to get one of those spaces up and running. He said staff was comparing those costs with the cost of stabilizing the flooring at the existing building. He thanked Jobey Jones for assisting with that. He stated that Mr. Jones indicated that a few thousand dollars would stabilize the flooring and allow them some additional time in determining a permanent solution. He indicated they were almost finished with the repairs.

Mr. Carrino then noted the planned October 19th Commission workshop on density and lot sizes. He questioned what time they would like the workshop to begin due to the need to have an LPA meeting prior to the Commission meeting.

**CONSENSUS:** It was a consensus to begin the workshop at 4:30 p.m. with the LPA meeting to begin at 5:45 p.m.

Mr. Carrino reported on the housing rehab program being done in conjunction with the Lake Community Action Agency (LCAA). He indicated his intent to ask them to provide a presentation at the October 19th meeting. He explained there were two homes that maxed out under the program; however, they still require extensive renovation. He indicated he was working with LCAA and Commissioner Hawkins regarding whether or not the two property owners should be allowed to re-access the program to get the additional improvements. He commented that staff needs a discussion with the Commission regarding that issue so they want to also have an update from LCAA.

Mr. Carrino stated they need to schedule another site visit from the downtown master plan consulting team; however, they still need to work on the City's strategic planning process. He noted the upcoming holidays and indicated that the Florida Redevelopment Conference will be held the week of October 23rd with a number of people attending. He asked about their availability either the week of October 30th or November 6th.

**CONSENSUS:** It was a consensus of the Commission to schedule the site visit or strategic planning consultant some time in the week of November 6th with specific dates and times to be determined.

## **9.3 City Attorney: None**

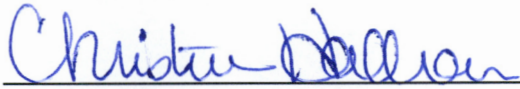
## **9.4 Mayor**

Mayor Holland thanked City Manager Tom Carrino and Attorney Sasha Garcia for their efforts to represent the City and look out for the City's best interests. He cited recent activities including the Eustis High School homecoming. He commented on the need to provide better facilities at the high school and announced the Panther Prowl in the Park coming up and indicated all of the upcoming events are posted on the City's website. He commented on how hard working the City Commissioners are and the amount of events and meetings they attend. He noted the number of state and county representatives in town and how they are working to help the City move forward as well as assisting with financial issues. He encouraged everyone to stay engaged with the City.

Vice Mayor Lee noted the Commission received information on Bezos Academy. She asked that they review the information and discuss it at a future meeting.

**10. ADJOURNMENT: 7:04 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.*

  
CHRISTINE HALLORAN  
City Clerk

  
MICHAEL L. HOLLAND  
Mayor/Commissioner