



# MINUTES

## City Commission Meeting

APPROVED 6/20/2024

6:00 PM – Thursday, June 06, 2024 – City Hall

**INVOCATION: MOMENT OF SILENCE**

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

**CALL TO ORDER: 6:02 P.M.**

**ACKNOWLEDGE OF QUORUM AND PROPER NOTICE**

**PRESENT:** Vice Mayor Emily Lee, Commissioner Nan Cobb, Commissioner Willie Hawkins and Mayor Michael Holland

**ABSENT:** Commissioner Gary Ashcraft

**1. AGENDA UPDATE:** None

**2. APPROVAL OF MINUTES**

2.1 May 16, 2024 City Commission Meeting

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

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

**3. PRESENTATIONS**

3.1 Presentation by Continental Strategy

Ashley Spicola, Continental Strategy, provided a report on the recent legislative session. She cited the Coolidge Street and the Bates Avenue projects. She indicated that the Bates Avenue project also qualifies for a grant program and stated that the City can meet with the Department of Environmental Protection to insure the City completes the application properly. She noted she is from Eustis.

Mayor Holland commented on the benefits to the City by contracting with their company as lobbyists for the City.

Commissioner Cobb asked if the Bates Avenue project is pulled from the State budget if that money could be applied to the Coolidge Street project with Ms. Spicola responding that they could apply next year to finish that project. She added they could also discuss with DEP for any other funding opportunities for that project.

**4. AUDIENCE TO BE HEARD**

Tricia Nicholson, Director of Operations for Lake County Pride, explained they sent a request to the City as well as other County cities to issue a proclamation designating June as Pride Month. She noted that Mount Dora began doing the designation in 2022, Leesburg in 2023 and Lady Lake in 2024. She further explained their request and cited their activities within the City.

Danielle Olivani, Mount Dora resident, expressed support for the June as Pride Month proclamation and explained what it represents.

Erin Lariviere, Tavares resident, also expressed support for the City recognizing Pride month.

Mayor Holland explained that the City has a Governance Guide which addresses when the City issues a proclamation. He asked to poll the Commission to see if there was support for doing a Pride month proclamation.

Commissioner Cobb recommended that the City review the Governance Guide.

At Mayor Holland's request, City Clerk Christine Halloran read Protocol #23 of the Governance Guide pertaining to the issuance of proclamations.

**CONSENSUS:** It was a consensus of the Commission that the issuance of a Pride month proclamation did not meet the criteria within the Governance Guide.

Mayor Holland indicated that the Commission could review the Governance Guide in the future.

## **5. CONSENT AGENDA**

5.1 Resolution Number 24-44: Speed Enforcement Grant from FDOT for overtime and motorcycle radar reimbursement

5.2 Resolution Number 24-46: Audit Services Extension

5.3 Resolution Number 24-48: Approving a Purchase in Excess of \$50,000 for Professional Services to Design the Replacement of a Section of Water Main Along Lakeshore Drive and Citrus Avenue

Motion made by Commissioner Cobb, Seconded by Vice Mayor Lee, to approve the Consent Agenda. Motion passed on the following vote:

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

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

### **6.1 SECOND READING**

Ordinance Numbers 24-22, 24-23, and 24-24: Explanation of Ordinances for Annexation of Parcels with Alternate Key Numbers 1428360 and 1428386.

Ordinance Number 24-22: Voluntary Annexation

Ordinance Number 24-23: Comprehensive Plan Amendment

Ordinance Number 24-24: Design District Assignment

Sasha Garcia, City Attorney, read Ordinance Number 24-22 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 3.03 acres of real properties at Alternate Key Numbers 1428360 and 1428386, on 1436 Pine Grove Rd. and 1451 Pine Grove Rd.

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

Motion made by Vice Mayor Lee, Seconded by Commissioner Cobb, to adopt Ordinance 24-22 on final reading. Motion passed on the following vote:

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

## **6.2 SECOND READING**

### **Ordinance Number 24-23: Assignment of Future Land Use for recently annexed Parcels with Alternate Keys 1428360 and 1428386**

Attorney Garcia read Ordinance Number 24-23 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis Comprehensive plan pursuant to 163.3187 F.S.; changing the future land use designation of approximately 3.03 acres of real properties at Alternate Key Numbers 1428360 and 1428386, on 1436 Pine Grove Rd and 1451 Pine Grove Rd. from Urban Low in Lake County to General Industrial in the City of Eustis.

Attorney Garcia opened the public hearing at 6:18 p.m. There being no public comment, the hearing was closed at 6:18 p.m.

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

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

## **6.3 SECOND READING**

### **Ordinance Number 24-24: Assignment of Design District for recently annexed Parcels with Alternate Keys 1428360 and 1428386**

Attorney Garcia read Ordinance Number 24-24 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Neighborhood design district designation to approximately 3.03 acres of real properties at Alternate Key Numbers 1428360 and 1428386, on 1436 Pine Grove Rd. and 1451 Pine Grove Rd.

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

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee, to adopt Ordinance 24-24 on final reading. Motion passed on the following vote:

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

## **6.4 FIRST READING**

### **Ordinance Numbers 24-26, 24-27, and 24-28: Explanation of Ordinances for Annexation of Parcels with Alternate Key 1734193**

Ordinance Number 24-26: Voluntary Annexation

Ordinance Number 24-27: Comprehensive Plan Amendment

Ordinance Number 24-28: Design District Assignment

Attorney Garcia read Ordinance Number 24-26 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 0.25 acres of real property at Alternate Key Number 1734193, end of Blaine Street (unimproved), south of the intersection of Blaine Street and Main Avenue, on the west side of Blaine.

Jeff Richardson, Deputy Development Services Director, reviewed the requested annexation, future land use designation and design district designation for the property located at the intersection of Blaine Street and Maine Avenue, on the west side of Blaine. He reviewed the surrounding land use designations and confirmed the proposed project is compliant with

Chapter 163, the Comprehensive Plan and the City's land use regulations. He confirmed all required notices were completed. He provided an overview of staff's evaluation of the request and stated staff's recommendation for approval.

Commissioner Cobb noted the residents should be aware that the project does not meet the 65x120 lot size limit.

The Commission expressed concern regarding whether or not a driveway will be put in. They noted the existing issue with residents on Lake Eustis complaining they cannot get a garbage truck down the road.

Discussion was held regarding the need to update the code to resolve similar issues. It was noted that the subject road is a County road with Public Services Director Rick Gierok indicating the City would require a paved driveway if they were coming off a paved road. He added that he would not have anything in his regulations that would require driveways since it is an unimproved County roadway.

Commissioner Cobb suggested tabling the three ordinances to allow time for the City to work out the problem. She indicated tabling would keep them from having to wait the entire nine months.

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 Vice Mayor Lee, Seconded by Commissioner Hawkins, to table Ordinances 24-26, 24-27 and 24-28. Motion to table passed on the following vote:

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

## **7. FUTURE AGENDA ITEMS AND COMMENTS**

### **7.1 City Commission**

Commissioner Cobb commented on semi truck parking in the City. She indicated the City Attorney had provided information to her regarding truck parking and she would review it and then bring it back to the Commission to discuss.

Commissioner Hawkins commented on text messages and photos he had received regarding the roadway north of the City. He requested the City have an additional conversation with the Department of Transportation (DOT). He emphasized how bad the roadway is north of the Winn Dixie shopping center.

Commissioner Cobb expressed agreement and suggested including Rep. Truenow and Secretary John Tyler with Mayor Holland citing the representative they met with in Tallahassee.

Commissioner Hawkins suggested they invite them to a City Commission meeting with discussion regarding lack of response from DOT.

Mr. Carrino explained there had been a complaint regarding line of site issues at a U-turn cut through on SR19 north of the City. Even though it was not the City's responsible, Public Works went out and cleaned it up due to the safety issue. He indicated that the Leesburg DOT office had reached out regarding the MOU agreement for the City to assume maintenance responsibility. He stated there is a basic level of service that DOT needs to accomplish including line of site and safety. He added that the Commission needs to discuss whether or

not they want to assume maintenance of the corridor and that would also be a budget issue. He said the second issue is making sure DOT does some basic level of service.

The Commission discussed the lack of service being provided by DOT with Mr. Carrino indicating they had primarily focused discussions on the cloverleaf; however, the problem is throughout the corridor.

Commissioner Hawkins expressed the desire to drive through Mount Dora and Tavares and see if they're having the same problems.

Tom DiGiacomo, Continental Strategy, stated that the last time he engaged with DOT they indicated people from the local office were contacting the City. He stated he would contact DOT on Monday and requested that Mr. Carrino provide him with the specific location information.

The Commission and Mr. Carrino discussed the proposed Memorandum of Understanding with Mr. Carrino explaining DOT would bring the maintenance up to a certain standard and then the City would take over and would be reimbursed for the cost of the basic level; anything over that would be at the City's expense.

Rick Gierok, Public Works Director, reported he spoke with Phil Maggio in Leesburg who indicated they would probably provide \$200,000 in reimbursement for the area from the cloverleaf to the north side City limits. He stated he contacted the City's contractor who priced it out and provided an estimate of \$500,000. He said that is strictly maintenance and does not include any additional planting.

Further discussion was held regarding lack of maintenance by DOT.

Commissioner Hawkins thanked the Commission for supporting the Eustis Panthers softball team.

Commissioner Cobb reminded the Commission about the grand opening for the Forward Paths homes.

Vice Mayor Lee reported on her tour of the Rafiki School. She asked they be invited to attend a Commission meeting to report on their program and missionary work. She commented on the Panthers softball game.

Commissioner Hawkins noted the City Commission has been asked to participate in the Juneteenth parade in Umatilla on June 15th.

Discussion was held regarding who could attend and how they wanted to participate. Mr. Carrino asked Chief Swanson to have a command vehicle in the parade and the Commission could ride. Mayor Holland asked to also have a police vehicle as well and noted that staff needed to contact Commissioner Ashcraft regarding the event.

## **7.2 City Manager**

Mr. Carrino announced that the July 4th City Commission meeting has been cancelled with Mayor Holland noting that the August 15th meeting would also need to be cancelled due to the League of Cities conference.

Mr. Carrino noted that the budget workshops need to be scheduled. He indicated that Tuesdays and non-Commission Thursdays worked best previously.

Mayor Holland suggested doing several dates in one week with Mr. Carrino suggesting July 8, 9, 10 and 11. It was a consensus of those Commissioners present that those dates would work.

Mr. Carrino then reported that the City's tax base is up 9.5%. He stated that is good news but comparatively it is near the bottom within the county. He added that new construction has nearly doubled since last year. He stated that revenues look good and staff is working on the expenses.

Mr. Carrino noted the Code Enforcement Board would be meeting in the Commission Room on July 8th. He indicated he could ask the Board at their June meeting if they could reschedule their July meeting. He added that the budget workshops would begin at 5:30 p.m. with Mayor Holland indicating that they should probably close at 8:30 p.m.

Commissioner Hawkins commented on previous Commission retreats and expressed support with having conversations with each of the department heads concerning their vision for their department and operations.

Mayor Holland expressed support for meeting with the department heads on a quarterly basis to keep the Commission up to date on what is occurring within the City. He commented on how much is expected of the various departments.

Mr. Carrino reminded the Commission that the Live Local Act workshop would be June 13th. He then indicated that staff has been working with the City's rate consultant and they are now ready to schedule a workshop on their findings.

Following discussion, it was a consensus of the Commission present to tentatively schedule the workshop for July 15th, 16th or 17th with Mr. Carrino to check with the consultant on their availability.

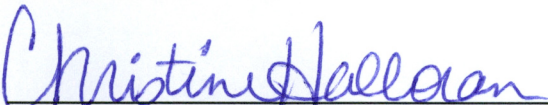
### **7.3 City Attorney: None**

### **7.4 Mayor**

Mayor Holland congratulated the Lady Panthers on their championship. He complimented Miranda Muir and the Events and Tourism staff for their work on the Clifford House. He also complimented Public Works on their work on the site.

## **8. ADJOURNMENT: 6:55 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