



MINUTES

City Commission Meeting

APPROVED 02/16/2023

6:00 PM – Thursday, January 19, 2023 – City Hall

INVOCATION: PASTOR GENE GREEN, FIRST ASSEMBLY OF GOD - EUSTIS

PLEDGE OF ALLEGIANCE: COMMISSIONER ASHCRAFT

CALL TO ORDER: 6:06 P.M.

ACKNOWLEDGE OF QUORUM AND PROPER NOTICE

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

1. AGENDA UPDATE: None

2. APPROVAL OF MINUTES

2.1 Approval of Minutes

December 1, 2022 City Commission Meeting

Motion made by Vice Mayor Lee, Seconded by Commissioner Hawkins, to approve the Minutes as submitted. Motion carried by the following votes:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, and Mayor Holland

3. PRESENTATIONS

3.1 Recognition from Florida League of Cities University Institute for Elected Municipal Officials

Mayor Holland presented a certificate to Commissioner Cobb from the Florida League of Cities in recognition of her attendance at the Institute for Elected Municipal Officials I (IEMO I) training held October 14 – 15, 2022 in Tampa, Florida.

Commissioner Cobb thanked the Mayor and the City for the opportunity to attend and noted the importance of education and learning for her role as Commissioner for the betterment of the City and citizens of Eustis.

3.2 Legislative Requests

Al Latimer, Economic Development Director, noted that the legislative session begins April 10, 2023 and commented on the legislative updates and mandates, including budget and funding requests for the City of Eustis. He commented on the three upcoming appropriations to provide funding for support of the following City projects: Coolidge Street Sewer Main Expansion and Associated Road Work (approximate cost \$6.2 million), Bates Avenue Wastewater Treatment Plant 80% expansion and modernization (approximate cost \$11 million), and the Northshore Culvert to include traffic and safety improvements (approximate cost \$3.5 million). He stated that the city is submitting the requests to the State Legislature to support critical projects in the City of Eustis.

The Commission directed staff to reach out for any support, if needed, as all are great projects.

4. AUDIENCE TO BE HEARD

Tami Roundtree from the Eustis Chamber of Commerce commented on upcoming local events, including the team registrations (\$30 per team) for the 8th Annual Chili Cookoff on Saturday, February 4, 2023 located in Ferran Park with tasting starting at 3:00 p.m. and the 2023 Bike Parade during GeorgeFest on Wednesday, February 22, 2023 from 7:00 p.m. to 7:30 p.m. for kids ages 2-14 also located in Ferran Park. She also commented on the Lake County and Chamber initiative Biz Kids Market at the Lake County Fair where students aged 9 to 19 register for \$25 and complete a market/business plan to get them started in business and learn about entrepreneurship with the winner receiving a \$500 cash prize for best business plan, booth and presentation. Ms. Roundtree also noted they are seeking donations for prizes, food, and decorations for approximately 60 kids at the Incubatoredu Final Pitch event on Friday, April 28, 2023 from 9:00 a.m. to 12:30 p.m. with details to come. Ms. Roundtree presented Mayor Holland with a signed copy of Style magazine.

Mayor Holland commented on the upcoming Chamber of Commerce Breakfast as the kickoff for Georgefest where the King and Queen of Georgefest will be crowned. The event is located at Lifepointe Church on Wednesday, February 1, 2023 where Miss Florida will be in attendance as the guest speaker. For attendance, please reach out to the Chamber of Commerce.

Dee Gretzler commented on the Homeless Coalition's reference cards for local resources (homeless shelters, meals, children's services, medical aid, food and clothing) available to the community and indicated the availability of the Lake County Quick Reference Card at City Hall.

Mayor Holland requested these cards and future updated cards be available at the Eustis Memorial Library.

5. CONSENT AGENDA

5.1 Resolution Number 23-06: Bid Award #002-23 and Approval of a Purchase in Excess of \$50,000 for Lift Station #3 Emergency Generator

5.2 Resolution Number 23-10: Approval of Annual Purchases in Excess of \$50,000 for Products and Services that are Essential for the Public Works Daily Operations

Motion made by Vice Mayor Lee, Seconded by Commissioner Hawkins to approve the Consent Agenda as submitted. Motion carried by the following votes:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, and Mayor Holland

6. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

6.1 Resolution Number 22-94: Foreclosure Authorization - 44 Sharps Circle LLC (Sharps Mobile Home Park), Case 22-00041

Sasha Garcia, City Attorney, announced Resolution 22-94: A resolution of the City Commission of the City of Eustis, Florida, approving a Code Enforcement Board action to authorize the City Attorney to foreclose on an outstanding code enforcement lien for Case # 22-00041 against 44 Sharps Circle, LLC.

Eric Martin, Code Enforcement Supervisor, stated the resolution approves a November 14, 2022, Code Enforcement Board order authorizing the City Attorney to begin foreclosure action on an unpaid code enforcement lien associated with Code Enforcement Case #22-00041 totalling \$143,865 that was recorded against 44 Sharps Circle LLC on August 10, 2022. He

explained the lien was the result of a repeat violation because the mobile home at 26 Sharps Circle had not been maintained in accordance with the City's housing code. He reviewed a history of the case and stated staff's recommendation for approval.

Attorney Garcia opened the public hearing at 6:18 p.m.

Tom Carrino, City Manager, noted that this item was on the agenda in mid-December and was held off at the request of the City Attorney due to a scheduled meeting with the representatives of Sharps. He indicated that the City Attorney has recommended that the City continue moving forward with the cases while working with the property owner.

Eileen Fontain, 72 Sharps Circle, stated there have been some upgrades and improvements with poles, electricity, etc. She asked for a status update on progress and expressed support for the City not proceeding with foreclosure.

Mr. Carrino responded that the City is working through code enforcement issues with the owner. He cited various aspects that are not up to code. He explained that there are a series of cases going through the Code Enforcement Board. If the Board moves forward with action and recommend foreclosing on liens, then it moves to the Commission for approval of the foreclosure. He stated that the City is not trying to get the property, they are trying to get the owner to act.

Ms. Fontain commented on various improvements that have been observed by the residents. She noted they have also asked Southern Charms to come in and sell some of the vacant homes with the intent of improving them. She added that they cannot sell homes in the park if there is a threat of foreclosure. She added that a lot of residents have put a lot into their homes that they won't recover if they are forced to move.

An unidentified resident from Lot 54 noted he moved in July and had just received his lease. He commented on issues with the park's payment requirements and the pass on of the property taxes.

Attorney Garcia stated his issues are outside the purview of the City Commission. She advised that matters regarding leases need to be discussed with private counsel or the property manager. She stated he can speak with the property manager or seek legal counsel of his own for matters not relating to code enforcement issues.

Cathy Semorow expressed concern regarding flooding on the property. She asked what will happen if the City forecloses.

Mayor Holland replied that is something the City will have to determine as they move through the process. He expressed the opinion that they will not allow the property to be turned over to the City. He indicated that the City is also looking at what can be done regarding the flooding. He indicated that the City will keep the residents apprised as the system moves forward and emphasized that the only leverage the City has to get the owner to comply is the code enforcement process. He explained that he could sign an order immediately that would foreclose on the property; however, that would result in forcing the residents to move.

Attorney Garcia indicated there is active litigation so it is limited as to what can actually be shared with the public at that time.

Amy Baker questioned whether or not they can remove units and replace them. She indicated that their project manager has been stating that they have state approval to bring in new units. She commented on things they have said they are going to do.

Attorney Garcia cautioned the Commission to not comment on that and thanked the resident for the notification. She closed the public hearing at 6:30 p.m.

Mr. Carrino reported he has asked staff to keep a close eye on the park and any new units being brought in. He asked residents to keep staff apprised of any units they see being brought into the mobile home park.

An unidentified resident commented on sewage backing up into his unit and issues with sewer under his trailer. He stated he had stopped paying his lot rent for several months due to that. He indicated that he had a plumber come in who told him his pipes were fine and that the problem was under the trailer. He commented on his court case with them and the addition of the fee for the property taxes.

Mayor Holland explained that the City Commission has only tried to help the residents. He encouraged residents to talk to the State legislature as they adopt the regulations pertaining to mobile home parks. He stated that, if they have any further questions, contact the City Attorney.

Attorney Garcia closed the public hearing at 6:34 p.m.

Motion made by Commissioner Hawkins, Seconded by Commissioner Cobb to approve Resolution 22-94. Motion passed on the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.2 Resolution Number 23-03: Appointing Commissioners to various boards and committees

Attorney Garcia read Resolution 23-03: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, to appoint liaisons, directors or members and alternate directors or members to various committees and boards of directors to ensure that the City's interests, as expressed through the City Commission, are represented on these various committees and boards.

Mr. Carrino noted that a list of the boards and committees was provided to the Commissioners. He added that there is a new Commissioner as well. He then stated that there is an addition to the list as Commissioner Karen LeHeup-Smith sat on the board of the Open Door. B.E. Thompson with Lifestream as confirmed that they want to have a City Commissioner on their board.

The Commission agreed to add the Open Door board to the list of committees and boards.

Christine Halloran, City Clerk, went through the list of boards with the Commission discussing and then responding with who would be appointed to that particular board. The agreed upon appointments are as follows: 1) Audit Committee - Mayor Holland; 2) Lake Community Action Agency - Commissioner Hawkins; 3) Lake County Arts and Cultural Alliance - Commissioner Cobb as lead with Pam Rivas as alternate; 4) Lake County Education Concurrency Review Committee - Commissioner Hawkins; 5) Lake County League of Cities - Mayor Holland with Vice Mayor Lee as alternate; 6) Lake Sumter Metropolitan Planning Organization Governing Board - Commissioner Ashcraft; 7) Upper Ocklawaha Basin Working Group - Vice Mayor Lee; 8) Lake Eustis Chamber of Commerce Board - City Manager Tom Carrino; and 9) Open Door board - Commissioner Ashcraft with Commissioner Cobb as alternate.

Commissioner Cobb asked that the America in Bloom committee be added to the list. She noted that she and Vice Mayor Lee have been attending those meetings. Mayor Holland

asked that it be noticed that both Commissioner Cobb and Vice Mayor Lee will be attending those meetings.

Attorney Garcia opened the public hearing at 6:41 p.m. There being no public comment, the hearing was closed at 6:41 p.m.

Motion made by Commissioner Cobb, Seconded by Vice Mayor Lee to approve Resolution 23-03 with the agreed upon appointments. The motion passed on the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.3 Resolution Number 23-04: Utility Rate and Impact Fee Study

Attorney Garcia read Resolution 23-04 by title: A Resolution of the City Commission of the City of Eustis, Lake County, Florida, authorizing to proceed with a water, wastewater, reclaimed water utility rate and an impact fee rate study to be performed by Raffellis in the 2022-23 budget based on a piggyback contract of an RFP awarded by Daytona Beach for consulting services RFP-19632.

Mike Sheppard, Finance Director, explained the resolution is to approve both a utility rate study and an impact fee study. He explained the last independent rate study was done in 2016 and an internal study was done in 2021. He explained issues with the latest rate study and stated they did not increase the rates due to the ARPA funds for the expansion and savings on interest. He noted the City would be soon hooking up sewer service with the City of Umatilla and that would require a new rate study. He indicated the cost for the utility rate study is estimated at \$52,000, which \$45,000 was budgeted and the balance would be covered by a contingency transfer.

Mr. Sheppard reported that the last impact fee study was done in 2006. He explained that impact fees have to have a nexus associated with what is charged. He indicated that the impact fee study would only be an additional \$14,000. He further explained that he was initially going to recommend also doing a stormwater rate study; however, the cost was too high. He recommended just increasing it by the cost of living. He further recommended that they do that for future years as well.

Attorney Garcia opened the public hearing at 6:45 p.m. There being no public comment, the hearing was closed at 6:45 p.m.

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee to approve Resolution 23-04. The motion passed on the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.4 Resolution Number 23-07: Amendment to Personnel Rules and Regulations

Attorney Garcia read Resolution 23-07 by title: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, amending the Personnel Rules and Regulations of the City of Eustis Section 6.04 Sick Leave, 6.05 Annual Leave (Vacation) and 6.09 Emergency Paid Sick Leave Program.

Bill Howe, Human Resources Director, reviewed Resolution 23-07 and explained that two of the proposed changes are to clarify that employees who depart the City will only receive 480 hours of sick leave and 200 hours of vacation leave for all terms of employment. He stated the third change to 6.09 deals with the emergency paid sick leave. He explained that the federal

government previously established a Covid policy that mandated all employers to provide 80 hours of paid leave to employees and that expired in December 2020. In November 2021, the Commission authorized the City Manager to establish a similar program. He recommended that the emergency program be eliminated effective February 1, 2023, based on changes to the Covid protocols.

Attorney Garcia opened the public hearing at 6:48 p.m. There being no public comment, the hearing was closed at 6:48 p.m.

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee to approve Resolution 23-07. The motion passed by the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.5 Resolution Number 23-08: Approval of PBA Collective Bargaining Memorandum of Agreement, Extra-Duty Employment

Attorney Garcia read Resolution 23-08 by title: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, approving a modification to Article 18, Extra Duty Employment, of the collective bargaining agreement between the City of Eustis and the North Central Florida Police Benevolent Association (PBA) for the period October 1, 2021 through September 30, 2024, and authorizing the City Manager to sign said agreement.

HR Director Howe recommended approval of the agreement. He explained it increases the pay the officers receive for working a secondary extra employment job paid for by an outside vendor from \$35 to \$45 per hour. It also increases the rate another \$10 per hour for a supervisor or on a holiday. He stated the rates are consistent with what is being paid by the Lake County School District for officers and what is being paid to other agencies. He added there is no cost to the City to implement the change.

Attorney Garcia opened the public hearing at 6:49 p.m. There being no public comment, the hearing was closed at 6:49 p.m.

Motion made by Commissioner Cobb, Seconded by Commissioner Hawkins to approve Resolution 23-08. The motion passed by the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.6 Resolution Number 23-09: Approval of PBA Collective Bargaining Memorandum of Agreement, Compensation

Attorney Garcia read Resolution 23-09 by title: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, approving a modification to Article 23 Compensation of the collective bargaining agreement between the City of Eustis and the North Central Florida Police Benevolent Association (PBA) for the period October 1, 2021 through September 30, 2024, and authorizing the City Manager to sign said agreement.

HR Director Howe explained the resolution authorizes the City Manager to sign an agreement negotiated with the PBA to implement the wage change that was already approved by the Commission. He noted they signed a three-year contract with the PBA in 2021. In September 2022 the Commission authorized a 4% salary increase plus an additional 2% longevity. He explained the agreement would just put into the contract the actions already taken. He stated staff's recommendation for approval.

Attorney Garcia opened the public hearing at 6:51 p.m. There being no public comment, the hearing was closed at 6:51 p.m.

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee to approve Resolution 23-09. The motion passed on the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

6.7 Resolution Number 23-11: 44 Sharps Circle LLC (Sharps Mobile Home Park)

Attorney Garcia read Resolution 23-11 by title only: A Resolution of the City Commission of the City of Eustis, Florida; approving a Code Enforcement Board action to authorize the City Attorney to foreclose on an outstanding code enforcement lien for Case #22-00528 against 44 Sharps Circle LLC.

Eric Martin, Code Enforcement Supervisor, explained Resolution 23-11 approves a January 9, 2023, Code Enforcement Board order authorizes the City Attorney to begin foreclosure action on an unpaid lien against Case #22-00528 totaling \$18,000 which was recorded against 44 Sharps Circle on September 9, 2022.

Mr. Martin explained that the lien is the result of an unsafe power pole that was in danger of falling over. He reviewed the history of the case and board actions regarding the case. He stated that it took 72 passed the expiration of the deadline for the pole to be replaced and when it was it was done without a permit and was not done in a workmanlike manner resulting in damage to the electrical conduit. He indicated that it took another 113 days for a licensed electrician to obtain a permit. The work did not pass inspection by the Building Dept. until January 10, 2023. He stated the administration recommends approval of the resolution.

Attorney Garcia opened the public hearing at 6:54 p.m. There being no public comment, the hearing was closed at 6:54 p.m.

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee to approve Resolution 23-11. The motion passed on the following vote:

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

6.8 First Reading: Ordinance Number 23-01 – Voluntary Annexation; Ordinance 23-02 – Comprehensive Plan Amendment; and Ordinance 23-03 Design District Assignment all pertaining to 9.37 acres generally located on the east side of State Road 44, Alternate Keys 2612533 and 2612517

Ordinance Number 23-01: Voluntary annexation of approximately 9.37 acres located on the east side of State Road 44

Attorney Garcia read Ordinance 23-01 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 9.37 acres of real property at Lake County Property Appraiser's Alternate Key Number 2612533 and 2612527, generally located on the east side of State Road 44 opposite the intersection with Lake Joanna Drive.

Jeff Richardson, Deputy Director of Development Services, reviewed the proposed annexation and related future land use designation and design district designation for 9.37 acres located on SR 44. He indicated the property is currently designated Urban Low in Lake County and

the applicant is requesting Mixed Commercial/Residential in the City with a design district of Suburban Neighborhood. He reviewed staff's evaluation of the requested annexation, future land use and design district designation requests.

Mr. Richardson compared the requested future land use designation with its current County designation. He stated the Mixed Commercial/Residential would allow up to 12 du/acre and would allow single family, office, commercial and multi-family uses. He indicated that the SR44 corridor is urbanizing and wedged between the cities of Eustis and Mount Dora. He added that utilities are available and noted that it is located within the Wekiva Study Area. He presented a map showing the flood zone.

Mr. Richardson then reviewed the design district request of Suburban Neighborhood and explained the allowed uses and indicated that the surrounding properties have the same designation. He stated staff's recommendation for approval and stated the request is compatible and consistent with the JPA, Florida Statutes, Comprehensive Plan and Land Development Regulations.

The Commission asked how the developer will address the wetlands with Mr. Richardson responding that would be better answered by the applicant. The Commission decided to hear public comment first and then hear from the applicant.

Attorney Garcia opened the public hearing at 7:02 p.m.

The following individuals addressed the Commission regarding the proposed annexation and designations: 1) Mark Bobick; 2) Jerry DiCegare; 3) Cindy Newton; and 4) Dee Gretzler.

Concerns expressed included the following: 1) Densities; 2) Increased traffic on SR 44B; 2) Need for traffic signal at 44A; 3) Water to be used for irrigation and its effect; 4) Wording for justification; 5) Consideration of existing soils and recharge; and 6) Possible impact on the lake.

Mayor Holland asked that the comments made by Mary Spacone at the Local Planning Agency (LPA) meeting also be incorporated into the Commission meeting minutes. At the LPA meeting, Ms. Spacone expressed concern regarding the possible effects on Lake Joanna.

David Clutts, consulting engineer working with Huddle 44 on the project, acknowledged the developer will face some difficulties and challenges due to the wetlands and floodplain. He stated that approximately 45% of the site has floodplain and some wetland. He commented on improvements made to the wetlands and agricultural conditions. He stated they will have a large amount of analysis to do to determine the functions of the wetlands. He indicated it will be determined by the Water Management District regarding whether or not they will have to do mitigation. He explained they will follow all of the pertinent City and State regulations. He stated they may consider using shallow irrigation or even irrigation out of the wetlands if allowed by Public Works. He added they will also adhere to any Florida Friendly landscaping and water restrictions applied by the City.

Mr. Clutts then commented on the concept plan and indicated they are estimating ten townhome units with approximately 36 to 38 total units which would be very similar to what would be allowed under the County zoning. He added they are also planning to have some commercial/professional office space in the front.

The Commission asked if there would be a park with Mr. Clutts responding the Land Development Regulations do require some amenities and facilities. He indicated that almost the entire residential area will be encompassed by a trail area. He commented on how the retention area will be designed to look more natural. He added the wetland will stay where it's

at and they will incorporate some pretreatment and stormwater with it and tie it in where needed to for water quality treatment and flood attenuation.

Mayor Holland asked if they would be willing to hold a community meeting as they get further into the process with Mr. Clutts responding affirmatively.

Commissioner Cobb commented on how difficult growth is and how the Commission tries to make decisions to benefit everyone.

Commissioner Hawkins cited the increase in traffic and agreed that they would like a traffic signal but that is controlled by FDOT so they have to work with DOT to try and lessen the burden on the residents.

Vice Mayor Lee concurred that growth is painful. She explained that the City has to allow annexation and consider growth or they will be boxed in by Mount Dora. She emphasized they have to try and make the right decisions about growth. She indicated the City will work with DOT to try and address the traffic issues.

Commissioner Ashcraft expressed concerned with how fast the City is growing. He indicated that if they maintain the same level of density that is currently in the area, then he did not see a problem with the project.

Commissioner Cobb noted that the City's density allowance is "up to" a certain amount; however, due to what the City demands developers cannot reach the "up to" figure.

Commissioner Hawkins noted that the County zoning allows up to four units per acre which would allow 36 units and what is currently being proposed is 38. He expressed support for them holding a community meeting.

Further discussion was held regarding the public needing to see the positives and not just the negatives and the need for the developer to hold a community meeting to keep the public informed and get their input. It was also discussed how the City needs to protect the resources while also protecting the City's future.

There being no further public comment, the hearing was closed at 7:29 p.m.

Motion made by Commissioner Ashcraft, Seconded by Commissioner Cobb to approve Ordinance 23-01 on first reading. The motion passed by the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

Ordinance Number 23-02 - Comprehensive Plan Amendment for changing the future land use designation of approximately 9.37 acres on State Road 44

Attorney Garcia read Ordinance 23-02 by title on first 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 9.37 acres of recently annexed real property at Alternate Key Numbers 2612533 and 2612517, generally located on the east side of State Road 44 opposite the intersection with Lake Joanna Drive, from Urban Low in Lake County to Mixed Commercial Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 7:30 p.m. There being no public comment, the hearing was closed at 7:30 p.m.

Motion made by Commissioner Cobb, Seconded by Vice Mayor Lee to approve Ordinance 23-02 on first reading. The motion passed by the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

Ordinance Number 23-03: Design District Designation for 9.37 acres located on the east side of State Road 44

Attorney Garcia read Ordinance 23-03 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Neighborhood design district designation to approximately 9.37 acres of recently annexed real property at Alternate Key Numbers 2612533 and 2612517, generally located on the east side of State Road 44 opposite the intersection with Lake Joanna Drive.

Attorney Garcia opened the public hearing at 7:31 p.m. There being no public comment, the hearing was closed at 7:31 p.m.

Motion made by Commissioner Ashcraft, Seconded by Vice Mayor Lee to approve Ordinance 23-03 on first reading. The motion passed on the following vote:

Ayes: Commissioner Ashcraft, Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Mayor Holland

7. OTHER BUSINESS

7.1 Organizational and Event Support Grants

Mr. Carrino explained that the process was changed to provide for presentations prior to the grant awards, to require the funds to be provided on a reimbursement basis and for the awardees to provide reports at the end. He stated staff is looking for a general agreement with staff's recommendation. If so, then the organizations will be brought back for presentations and then the amount of the awards will be finalized.

Mike Sheppard, Finance Director, reported that four staff members reviewed all of the applications. He noted that the previous year the City received 16 applications totaling \$99,000 in requests. In the current year, the City received nine applications with almost \$71,000 in requests. He reviewed the process used to disseminate information regarding the grants. He stated staff could schedule a workshop to hear all of the organization presentations. He noted the funds will be presented on a reimbursement basis and the organizations will have to provide reports on how the funds were utilized.

Mr. Sheppard reviewed the application and what had to be submitted along with the application and explained what the funds could be utilized for. He noted they also had to provide financial information on the organization as well. He stated that out of the nine applicants, the review committee recommended awarding to eight. He said the ninth applicant wanted to do a backpack drive for schools. He indicated that the committee thought that the City's food drive could be donated to the Act of Hope Ministries to provide them with assistance.

Mr. Sheppard reviewed the award recommendations citing the amount requested by each and then the amount recommended. He stated they recommended awarding \$27,500 which left sufficient funds for each Commissioner to award another \$500 during the year.

Mr. Carrino responded that the intent is to leave \$2,500 for the Commission as a whole to award during the year.

The Commission asked about financials for each organization with Mr. Sheppard and Mr. Carrino indicating that emails with links had been sent out. It was noted that not everyone could access them. Mr. Carrino indicated staff would print out copies for the Commission.

The Commission asked if applications were sent to only Eustis organizations with Mr. Sheppard noting that the United Way of Lake and Sumter Counties would only expend their funds for Eustis citizens.

Mr. Carrino confirmed that they primarily sent information to Eustis organizations. He noted Lake Cares is not located in Eustis; however, Eustis residents are their largest number of clients.

Commissioner Hawkins noted that Trout Lake Nature Center recently held an event in Leesburg; however, they frequently ask the City for funding.

Eileen Tramontana, Executive Director of TLNC, responded that they have already booked the City's community center to hold that event in September. She explained that the City's facility was not available in the previous year when they were holding the event.

Mayor Holland indicated that he wanted to look at United Way with Mr. Sheppard indicating that the previous year they were disqualified as they wanted the funds for salaries.

The Commission agreed to schedule a workshop to hear the organizational presentations.

Robin Richter, Amazing Race for Charity and Paws Therapy Dogs, indicated they have no problem with the reimbursement requirement and they are happy to provide the presentation.

Eileen Tramontana, Trout Lake Nature Center, noted they have always reported back to the Commission regarding their activities. She noted that, for some small organizations, reimbursement may be difficult; however, they don't have a problem with that.

Commissioner Hawkins expressed concern that requiring the financials and reimbursement may hinder small, new organizations.

8. FUTURE AGENDA ITEMS

Craig Capri, Police Chief, reported that hookah lounges have become an issue in other communities. He asked for permission to draft up some regulations regarding these even though none are currently proposed.

It was a consensus of the Commission for them to proceed with drafting some regulations.

Mike Swanson, Fire Chief, announced that the annual food drive would be held Saturday from 10-2 at Station 22. He noted it is a tri-city challenge and Eustis has won the initial two years. He noted that cash donations are also welcome. He added that Lake Tech has collected about 2,000 lbs. of food for them as well.

9. COMMENTS

9.1 City Commission

Commissioner Ashcraft commented on how busy both the police and fire departments have been and complimented them on their great work.

Commissioner Cobb asked for an update on the islands with Mr. Carrino indicating he was part of the meeting with DOT and there was discussion regarding getting utilities to the islands for irrigation. He indicated there are plans to get irrigation to the islands but they may not be able to get irrigation to the overpass.

Commissioner Cobb stated she was more interested in the islands on Hwy. 19 but she wanted them to clean up the cloverleaf. She then asked when the Arbor Day tree planting would be with Mr. Carrino indicating that has usually occurred at Eustis Heights.

Commissioner Cobb expressed interest in the City having a separate Arbor Day celebration as part of the America in Bloom project. She then asked Tami Roundtree if the Chamber would be interested in doing a "Business of the Month" program to recognize businesses that have improved the exterior of their business particularly in the gateways.

Ms. Roundtree indicated the Chamber could consider that.

Commissioner Cobb then asked about the Trout Lake spillway noting that the City does not own it with Mr. Carrino indicating that DOT owns it but they are considering transferring it to the City.

Commissioner Cobb asked Al Latimer if he has heard anything from Waste Management about the grant with Mr. Carrino indicating he spoke with someone at the League of Cities who indicated it is in the works. The City applied for \$10,000 and he was told they may be able to get \$5,000.

Commissioner Cobb suggested that the Commission institute a "Coffee with a Commissioner" to allow them to meet with staff members so they get to know the City workers with Mr. Carrino indicating he could work on that.

Commissioner Cobb commented on the clergy graduation at the Police Department. She complimented staff on the service. She thanked Chief Capri for implementing the program. She then reported on her attendance at the Lake County Delegation meeting and cited the local representatives who spoke. She then commented on the Strong Towns meeting held in Leesburg with herself, Mr. Carrino, Pam Rivas and George Asbate in attendance.

Commissioner Hawkins thanked everyone who attended the Tyler Williams Miracle Football Game. He explained it benefits children with pediatric cancer. He noted they raised \$5,000 last year and hoped to double that. He reported that to-date they had raised \$8,000 and were still waiting on receipt from a big sponsor. He stated the proceeds go to Runway to Hope who serve kids in Central Florida. He added they want to start a Lake County chapter.

Commissioner Hawkins reported on the clean up done the previous weekend in the area between Bates and Getford. He indicated they collected approximately 50 bags in two hours in 34 degree weather. He thanked everyone that participated and indicated they need those people who live in the area to come out and participate.

Commissioner Hawkins noted the upcoming Georgefest event and expressed concern as to whether or not the sound system has been improved in time for the event. He commented on the passing of a local homeless man and noted how one of the local news agencies had reported on his passing and how they had interviewed police officers and others who said good things about him. He said that is what being a small town is all about.

Mayor Holland reported that due to the high quality of the performers planned for Georgefest he did not think the sound system would be a problem. He noted that the City would be celebrating its 140th birthday on the 4th of July. He asked about bearproof trash cans.

Mr. Carrino reported that Recreation and Public Works have both been working on the sound in Ferran Park. He noted that every act would provide their own sound equipment; however, there would also be new speakers on the poles in Ferran Park that will be installed by Georgefest throughout the park. He then reported that the State had some turnover which has

delayed the bearproof cans. He spoke with a supervisor who indicated that the City's project will be a perfect first project for their new employee. He indicated they will be canvassing the initial area and then expand from there.

Commissioner Hawkins reported on an incident with a bear attacking a man and his dog so the State came out and trapped the bear and relocated it.

Commissioner Hawkins provided an update on the African American Heritage Festival. He stated the parade will be on February 18th beginning at 10 a.m. He indicated the festivities would be at the 9th grade center with a banquet to be held the night before. Mayor Holland indicated he had bought a table for the Commission and it was noted that the Lake County Sheriff would also be in attendance.

Vice Mayor Lee commented on the need to hold another City clean up to get ready for Georgefest.

Commissioner Cobb reported that the Sheriff's Department can provide trustees to help with the cleanup on Friday, February 10th.

Mr. Carrino indicated he would contact Waste Management for dumpsters and get the event publicized with Commissioner Cobb stating she would contact Coach Johnny regarding having hamburgers and hot dogs for volunteers.

9.2 City Manager

Mr. Carrino reminded the Commission that the retreat would be held on Saturday, January 28th, at 8 a.m. He stated that staff would provide some items in advance to the Commission particularly concerning County processes and City processes, as well as information on the cemetery.

Mr. Carrino stated that Al Latimer and Mike Lane have been working on some web-based software for economic development and they will have a demo on that software. He noted that events will also find it useful as it can show how many people are in the park at a particular date and time.

Mr. Carrino added that they will also have an open discussion period and recommended that if anyone has a specific topic they want to discuss to let him know so staff can gather the information. He then commented on the negotiations with the strategic planning consultant. He added that they will be having some presentations on Friday regarding the master planning process.

Mr. Carrino then cited the previous discussion to schedule a sign workshop. He noted that the Commission will be holding a joint workshop with the Code Enforcement Board on February 13th and asked if they want to also discuss signs at that time. It was agreed to add that to the agenda for that workshop.

9.3 City Attorney

Attorney Garcia asked to hold a closed session regarding the 44 Sharps litigation at 5 p.m. on February 2nd. It was a consensus of the Commission to schedule that.

Attorney Garcia also stated she will need approval from the Commission to authorize the City Manager to execute a corrective deed due to an error in a legal description pertaining to the Lake Eustis Marina. It was a consensus of the Commission to authorize the City Manager to execute the corrective deed.


9.4 Mayor

Mayor Holland noted the passing of local businessman John Roberts and announced that his funeral service would be on Sunday. He commented on Mr. Roberts' contributions to the community.

Mayor Holland commented on the number of upcoming local events and expressed anticipation for the African American Heritage Festival and Georgefest. He noted that City Events and Tourism Coordinator Miranda Muir was in Illinois to serve as a judge for the Miss Illinois pageant. He commented on upcoming meetings with both Lake County and the State.

10. ADJOURNMENT: 8:20 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 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