



MINUTES

City Commission Meeting

APPROVED 6/1/2023

6:00 PM – Thursday, April 20, 2023 – City Hall

INVOCATION: PASTOR GARY MARSHALL

PLEDGE OF ALLEGIANCE: COMMISSIONER WILLIE HAWKINS

CALL TO ORDER: 6:00 P.M.

ACKNOWLEDGE OF QUORUM AND PROPER NOTICE

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

1. AGENDA UPDATE: None

2. APPROVAL OF MINUTES

March 2, 2023 City Commission Meeting

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

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

3. PRESENTATIONS

3.1 Eustis Fire Department Badge Pinning Ceremony

Fire Chief Mike Swanson administered the oath and presented pins to the following Eustis Fire Department personnel: Gerry Donaldson, appointed to Lieutenant; Kyle Bateman, appointed to Senior Engineer; and new full-fledged firefighters Mason Bebe, David Whittaker, and Emon Mancea. Chief Swanson noted that Nate Gardner and Jesse Ando were not able to attend.

Mayor Holland recognized David Jackson, Lieutenant Paramedic, for his service to the community and announced that he is moving to Groveland to serve as a battalion chief.

3.2 Presentation for the 4-H Public Speaking Contest

Commissioner Nan Cobb announced she had judged the 4-H Public Speaking Competition and introduced Dallas Meringolo, Youth Extension Agent, who explained the competition. She introduced one of the winners - E. J. Bonay - who provided his speech regarding his short height and how people feel the need to tell him he is short.

Ms. Meringolo thanked everyone for the opportunity and noted Mr. Bonay received a scholarship to Camp Cloverleaf.

4. AUDIENCE TO BE HEARD

Tanya Wilder asked for an update on the bear and trash situation. She also noted an ant issue in the playground areas.

Tom Carrino, City Manager, provided an update on the bears. He explained staff was working with Fish and Wildlife; however, they have had staff turnover. He stated they have now

proposed to hold a centralized public event for education. People will be able to bring their toters to the central location and they will install the straps and provide bear education. If people can't bring their toters, they will take names and addresses to have people come to their homes.

Mr. Carrino indicated Public Works will look into the ant treatment for the parks.

Rick Gierok, Public Works Director, confirmed the parks in question with Ms. Wilder indicating Villdale Park and Seleen Drive.

Lee Conger noted her attendance at the County/City joint planning meeting. She indicated her understanding that the County will be planning joint meetings with each of the municipalities and she asked that the public be allowed to attend those meetings.

Mayor Holland stated that, currently, those meetings are being staff driven and only staff members are in attendance not elected officials. He indicated that the Eustis meeting is planned for the next day at the County Courthouse. He added that, as the City learns more, they will certainly open it up to the public when possible.

Brian Broomfield expressed appreciation for the City's participation in the forum the previous week. He commented on the excellent work in bridging the communication to work together from all departments and the community. He also thanked the police department and all of the residents who attended.

Mayor Holland thanked the church's congregation and the community for their participation. He noted Mr. Broomfield's mother's attendance who will be turning 100 and her participation.

Marie Alberti discussed the Incubator EDU program and her participation as a judge. She noted Eustis High School is a participant and cited the need for good publicity about the schools and students. She stated they will be competing on April 28th at the community center. She explained the program emphasizes entrepreneurship and encouraged public attendance.

5. CONSENT AGENDA

5.1 Resolution Number 23-36: Amendment to Agreement for Provision of Library Services

5.2 Resolution Number 23-38: Award of Engineering Construction Administration Services for the Bates Avenue WWTP Expansion Project

5.3 Resolution Number 23-41: Edward Byrne Grant - Duty Level AR-15 Patrol Rifle Build Systems

5.4 Approval of Memorandums of Agreement for use of City facilities for 2024 primary, early voting and general election

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

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

6. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

6.1 Resolution Number 23-16: Business Incubator Program Interlocal Agreement with Lake County

Attorney Sasha Garcia announced Resolution Number 23-16: A Resolution of the City Commission of the City of Eustis, Lake County, Florida; approving an interlocal agreement between the City of Eustis and Lake County to establish a business incubator program.

Tom Carrino, City Manager, cited the discussion from the previous Commission meeting and reviewed the three recitals added to the resolution. He indicated the items in the recital include recognition of UCF for its incubator platform, the intent of the City to enter into an agreement with UCF for the creation of a business incubator and the intent of UCF to lease space from Mega Properties at 343 N. Bay St. for the incubator.

Mr. Carrino explained that Lake County does not want to be in the incubator business but they want to provide financial assistance to the City to do so. The City then will contract with UCF to provide that incubator. He stated he clarified that in the staff report. He emphasized that the City will be building partnerships, funneling entrepreneurs to the incubator, and working with Lake Sumter, Lake Tech and Lake County Schools but UCF will be running the incubator under the agreement with the City.

Attorney Garcia opened the public hearing at 6:35 p.m. There being no public comment, the hearing was closed at 6:35 p.m.

Motion made by Commissioner Cobb, Seconded by Vice Mayor Lee to approve Resolution Number 23-16. The motion passed on the following vote:

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

6.2 Resolution Number 23-34: Strategic Plan Consultant

Attorney Garcia announced Resolution Number 23-34: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, authorizing City Manager to enter into an agreement with a strategic plan consultant.

Al Latimer, Economic Development Director, reviewed the history of the strategic plan and previous Commission direction to select a consultant to prepare a new strategic plan. He stated the budgeted amount for the plan was \$50,000; however, the RFQ came in at \$59,000. He indicated that Mike Lane, the Development Services Director, was able to identify funds in his budget to complete the funding for the project with no adverse budget impact. He explained the contract would be for eight months and be completed in four phases. He stated the final product would include a strategic vision and a strategic mission after which the Commission would tell staff how to direct the resources of city in order to achieve their goals.

Commissioner Cobb and Vice Mayor Lee expressed support for the consultant selected.

Commissioner Ashcraft asked if the same company would consult with the downtown master plan consultant with Mr. Latimer indicating in the first phase of the master plan that consultant would be provided the new strategic plan as well as other relevant docs about the CRA.

Commissioner Hawkins asked if the eight month time frame means that work would not begin on the master plan until after that time. Mr. Latimer responded the two companies can work concurrently and share information.

Mr. Carrino explained that two consultants were interviewed for the strategic plan process and two others for the master plan. All four were asked if the two plans could be developed

simultaneously and all four responded affirmatively. He stated that they are actually two different processes with one being about establishing the City's mission and vision and then distributing the City's resources to accomplish those things. The other is more about the physical form and moving forward downtown.

Attorney Garcia opened the public hearing at 6:40 p.m. There being no public comment, the hearing was closed at 6:40 p.m.

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee to approve Resolution Number 23-34. The motion passed on the following vote:

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

6.3 Resolution Number 23-37: Request for Extension of Time for Grand Island Subdivision

Attorney Garcia announced Resolution Number 23-37: A Resolution of the City Commission of the City of Eustis, Florida; providing for an extension of the timelines for completion of subdivision improvements and development steps pursuant to Resolution Number 22-75 and Resolution 22-10.

Heather Croney, Senior Planner, explained the request for for the extension of time for the completion of Grand Island Subdivision. She stated the extension would approve an additional six-months to obtain final plat approval and submit a building permit application. She provided a brief history of the project background. She indicated the six month extension would be from June 6, 2023, and would extend the final date to December 6, 2023. She provided an overview of the project for the benefit of Commissioner Ashcraft who was not on the Commission when it was initially approved. She then stated staff's recommendation for approval noting that the applicant has shown progress and good faith efforts in moving the project forward.

Commissioner Hawkins asked if they received any incentives from the City with Ms. Croney responding the applicant received approval of the water/sewer impact fee waiver.

Mr. Carrino noted there are performance requirements. He indicated they are required to have their infrastructure in place by a certain time.

Ms. Croney explained the extension allows them an additional six months to begin actual construction.

Chris Millis, representing the applicant, explained they have obtained bids for the infrastructure which came in higher than expected, therefore, they are working with contractors to try and nail down the cost. He indicated they would be pulling the building permit in September or October.

Attorney Garcia opened the public hearing at 6:52 p.m. There being no public comment, the hearing was closed at 6:52 p.m.

Motion made by Commissioner Hawkins, Seconded by Commissioner Ashcraft to approve Resolution Number 23-37 with the extension to December 6, 2023. The motion passed on the following vote:

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

6.4 Resolution Number 23-40: Reduction of Fine - 816 East Citrus Avenue

Attorney Garcia announced Resolution Number 23-40: A Resolution of the City Commission of the City of Eustis, Florida; providing for a reduction of outstanding code enforcement fines and release of liens against 816 East Citrus Avenue, upon full payment of the reduced fine.

Eric Martin, Code Enforcement Supervisor, explained the resolution approves a January 2023 Code Enforcement Board order reducing seven outstanding code enforcement fines from \$122,732 to \$98,185 and providing releases of liens upon payment of the fine. He provided a history of the property and the related code violations. He stated that on March 27, 2023, the City received a check in the amount of \$6,217 which satisfied five of the seven code enforcement liens. The total currently owed is \$116,500. He stated staff's recommendation for approval of the resolution.

Commissioner Hawkins announced he would be recusing himself from the vote as he was on the Code Enforcement Board when the fines were levied.

Alan Paczkowski, Code Enforcement Board (CEB) chairman, provided a more detailed history of the code enforcement fines and liens which began in April 2018 and the application by the property owner to the Board to reduce the fine to \$4,040. He stated the Board was informed the property was for sale and for the most part the violations had been mitigated. He noted some of the violations were paid to be mitigated by the City. The Board approved the request for fine reduction and voted unanimously to reduce the fine to \$4,040 with the stipulation it be paid within 30 days. It was not paid by the deadline so it expired.

Mr. Paczkowski stated that at a later Code Enforcement Board meeting Mr. Martin provided additional information and recommended the Board deny the request but suggested they consider lowering the fine to \$8,080. In January 2023, the Board voted to only reduce the fine to \$98,185 which was a 20% reduction to be paid within 45 days. At the February hearing, the case was brought up again and the defendant and her representative pleaded her case and explained why they did not pay the previously reduced fine of \$4,040. The Board determined to leave the reduced fine at the \$98,185. He stated his support for retaining the current fine due to the applicant not paying the previously reduced fine by the deadline.

George Asbate, CEB Vice Chair, stated the Board tried to give a huge consideration for the property owner due to the sale pending. He noted that the violations had continued for 57 months or 4.6 years. He commented on how the community suffers when violations continue over an extended period of time. He stated that the City and its citizens are not there to fund private investment. He emphasized the house was purchased for \$87,000 and currently has a value of over \$265,000. He cited the amount of staff time the case took. He indicated there were no adequate excuses for their actions and stated the Board listened to its attorney when making their decision. He emphasized the need for the Commission to listen to the Board and its decision.

Walid Ameri, Florida Regional Investment, addressed the Commission on behalf of the owner. He explained this was the first experience of the property owner and reviewed some of the issues she had encountered with the property including difficulties with contractors. He agreed the \$4,000 was a good deal for finalizing the fine and she would have paid that if she had the money at that time. He commented on personal and health issues the owner had also experienced. He emphasized this was the first house she bought and it had a lot of problems.

Commissioner Hawkins asked if the property owner has purchased any other homes with Mr. Ameri responding negatively. Commissioner Hawkins then confirmed the history of the purchase, notice and fine reduction. He questioned how much communication the owner had with the City between the first notice and June 2022 with Mr. Martin indicating there was no communication with property owner until late 2022 at which time the fine was up to \$122,732.

Mr. Martin said there was no communication from the property owner until she could not sell the house due to the liens. He acknowledged that he had communication with Mr. Ameri regarding the violations, but not the property owner.

Commissioner Hawkins asked if the owner acknowledged receipt of the notices and where were the notices sent. The owner indicated the address they were mailed to was her old address as she had moved.

Mr. Martin explained that the address they were mailed to is the address of record by the Lake County Property Appraiser's office. He stated that Chapter 162 requires them to send the notices to that address. He indicated they also checked the LLC address which was the same. He noted that they receive notices back all the time as either unclaimed or undeliverable as addressed. The City posts copies on the property as well as sends by mail. He indicated the statute requires that the City prove it make an effort to provide service not on whether or not the owner received the notice.

Commissioner Hawkins asked if they received any of the notices back with Mr. Martin indicating he did not know but probably the certified letters would have been sent back.

The Commission questioned why he did not have that information with Mr. Martin apologizing but explaining he did not believe that was relevant to the case.

Souad Guerrida, property owner, apologize for the situation and stated it was basically because of ignorance.

Commissioner Hawkins questioned why she did not pay the \$4,000 versus the higher fine with Ms. Guerrida stating she thought it would be handled at closing.

Mr. Martin responded, that after the June hearing when they lowered the fine, the only contact information he had was for her agent, Mr. Ameri, whom he emailed a copy of the order with strict instructions that if it was not paid within 30 days, with a specific date included, the offer would be void.

Commissioner Ashcraft confirmed the House of Business LLC was established at the end of 2017 and asked what is their principal business activity. He questioned if either one of them had any real estate experience with Ms. Guerrida indicating she did not but Mr. Ameri did.

Commissioner Ashcraft then stated Mr. Ameri would know that you cannot do major additions to a house without a permit.

Mr. Ameri explained the first general contractor hired did not put all of the work to be done on the permit which is why they had to hire another general contractor. He noted the first one vanished with \$25,000 of her money.

Ms. Guerrida commented on a number of structural problems they encountered and emphasized she did not know how things worked.

The Commission further discussed the case noting the number of opportunities mentioned in the report for them to clear the case and the need to consider the CEB's decisions.

Mr. Paczkowski further reviewed the decisions made by the CEB and actions of the applicant including payment of the \$6,217.

The Commission commented on the initial reduction to \$4,040 and suggested the CEB needs to look at how they make those reductions.

The Commission questioned what "new evidence" was mentioned by Mr. Paczkowski with Mr. Martin explaining that in June 2022 it was the department's standard operating procedure that once an owner brought a property into full compliance, then staff would recommend to the CEB that the fines be reduced to administrative costs. During that hearing, staff gave testimony that compliance had been achieved and presented the applicant's application for a reduction of fine. The Board approved that request after which the reduction expired. When it came back in June, staff recommended they double the reduction since they had not paid the \$4,040. Since then the dynamics of the CEB had changed and they determined to only grant a 20% reduction.

Mr. Martin stated that at the February hearing he had a discussion with the CEB about adopting a policy for reduction of fines.

The Commission questioned whether or not the check paid by the owner was cashed with Mr. Martin confirming it was cashed and stating that he gave them no guarantees that the City would settle for that. He stated that he informed them that if the Commission approved the reduction to \$98,185 then it would count towards that.

Mr. Carrino explained that the \$6,000 was to clear out all of the other smaller code violations and allow them to focus on the large fine.

Commissioner Cobb noted that the owner's agent is a registered real estate agent. She indicated that to plead ignorance is ridiculous and no excuse.

Further discussion was held regarding whether or not the owner received the notices and whether or not it was pertinent.

Ms. Guerrida stated that she knew about the \$4,000 but she did not understand that when it had to be paid.

Attorney Garcia closed the public comment at 7:30 p.m.

Motion made by Commissioner Cobb, Seconded by Vice Mayor Lee to approve Resolution Number 23-40 with the reduction of the fine to \$98,185. The motion passed on the following vote:

Voting Yea: Commissioner Ashcraft, Commissioner Cobb, Mayor Holland

Voting Nay: Vice Mayor Lee

Abstaining: Commissioner Hawkins

6.5 FIRST READING

Ordinance Number 23-08: Amending the tree protection section of the City's Land Development Regulations to increase the penalty amount for tree removal without a permit from \$50 to \$2,500

Attorney Garcia read Ordinance Number 23-08 by title only on first reading: An Ordinance amending the Land Development Regulations of the City of Eustis, Florida; providing for codification, severability and an effective date.

Mike Lane, Development Services Director, reviewed the ordinance noting that the Commission had requested staff bring back an ordinance increasing the fine to \$2,500 for removal of a tree without a required permit. He indicated that additional changes to the tree ordinance would be brought back at a future date.

Attorney Garcia opened the public hearing at 7:33 p.m.

Pat Duncan thanked the Commission for considering increasing the fine. She reviewed the fines levied by other area cities and thanked the City for taking the lead in increasing those fines.

Motion made by Commissioner Cobb, Seconded by Commissioner Hawkins to approve Ordinance Number 23-08 on first reading. The motion passed on the following vote:

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

6.6 Consideration: Extension of Annexation Incentive Program

Mr. Carrino explained that at the previous meeting the Commission agreed to extend the annexation incentive program. At that time, staff was under the impression that they needed to bring back a resolution to formally extend that program. Since then, it has been determined that a resolution is unnecessary. He stated he put it on the agenda just to inform the Commission that a resolution was not necessary and to re-confirm their agreement to extend the program for one year.

CONSENSUS: It was a consensus of the Commission to extend the annexation incentive program for one year.

7. OTHER BUSINESS

7.1 Discussion regarding Eustis Historical Museum

Mr. Carrino explained that this discussion came up as a result of the discussion regarding the need for a new location for the Chamber of Commerce. At that time, it was suggested that they could share space with the Historical Museum. He stated he and the Mayor met with Karen and Gary Marshall regarding that idea and, at that meeting, they requested that the Historical Museum present to the Commission.

Gary Marshall, Director of the Eustis Historical Museum, commented on the meeting with Mr. Carrino and the Mayor. He noted that the museum has been incorporated for 40 years. He indicated that they had already discussed offering the museum to the City if the City would accept ownership of the museum no later than December 1st.

Mr. Marshall commented on the Chamber's need for a new location. He stated that, as of now, doing so may ruin the integrity of the museum. He stated that if the City agrees to take over the museum they would donate all artifacts to the City and the City could then do what it wants with the property. He cited the history of the museum which was established in 1984. He explained that, if the City accepts, there are some stipulations which he indicated as follows: 1) They would need 60 to 120 days to finalize some open business; 2) There are items which are on loan to the museum which would need to be returned to the donors; 3) Outstanding bills that need to be completed; 4) Part-time curator/tour guide needs to be informed about the situation; 5) Small amount of scanning to be completed; and 6) City to hold an "honor party" to recognize Louise Carter and Ethel Ryan on behalf of all they have done for the community.

Mayor Holland thanked Karen and Gary Marshall for their dedication to the Museum and all of the board members. He cited Mr. Marshall's creation of a digital master file with photographs of all of the artifacts.

Mr. Marshall noted that he was not quite finished with that project.

Mayor Holland assured Mr. and Mrs. Marshall as well as members of the public that have expressed concern that in no way would the City destroy or get rid of any of the artifacts. He

stated the City's intention of maintaining the museum as well as housing the Chamber. He stated his belief that the combination will increase the foot traffic through the museum. He thanked Mr. and Mrs. Marshall for meeting with him and the City Manager and he thanked the board for all they've done.

Karen Marshall assured the Commission that the museum has no debt. She explained the outstanding bills are for items such as insurance, paying the tour guides, and similar bills. She stated it has been an honor to have been involved. She noted the artifacts have been appraised by a certified appraiser and are insured for \$250,000.

Gary Marshall reported it is the only building with the total history of Eustis and the only citrus museum free standing in the United States.

Mayor Holland commented on the need to recognize the board members and others, as well as Louise and Ethel, and recommended that they hold a large open house at the facility for that purpose.

Commissioner Cobb stated it will be a win win and confirmed they need 90-120 days to complete the change over with Mrs. Marshall indicating they would still give tours, etc. and make sure all items on loan are squared away.

Commissioner Hawkins, Commissioner Ashcraft and Vice Mayor Lee all expressed support for the acceptance of the museum.

CONSENSUS: It was a consensus of the Commission to accept the donation of the museum back to the City.

7.2 Department Updates: Public Works, Events, and Library

Public Works

Rick Gierok, Public Works Director, provided a department update to the City Commission and reviewed the Public Services Project List, including the 2023 Sidewalk Repair Program and mobility program and the road maintenance program. He indicated that in 2023 they will be installing sidewalks on Cardinal and continuing through 2024. He noted that in 2014 the City had a consultant perform a pavement condition survey which provided the City with a rating for each road. He noted that the City self-performs the road repairs and repaving.

Commissioner Cobb asked about the crosswalks at McDonald and Orange Ave with Mr. Gierok indicating those will be stamped concrete crosswalks and the City has a contractor coming in to do those.

Mr. Gierok further reviewed the Public Works update stating that hard construction for the Bates Avenue Wastewater Facility is scheduled to be completed by the end of 2024. He added that the seawall has been put back into the five-year plan and is scheduled for completion in 2024-25. He cited the smoke study for inflow and infiltration. He explained how that is beneficial to the City. He reported that the Umatilla wastewater line is operational and the City is receiving 145,000 to 175,000 gallons per day. He reported on the pond liner replacement project noting they are way behind due to dewatering.

Mr. Gierok reported on the proposed solar project stating that the cost to the City would be \$1.5 million. He stated his belief there are Dept. of Energy grants available for that and indicated they are meeting with different firms. He then reported on utilities projects including generators, lift stations and various bids. He further reported on progress on the Cemetery improvements.

Mr. Gierok concluded with a report on the blinking lights for Eustis High School. He explained how it will work and indicated the County will be over it and will determine how the lights will be timed. He indicated the system will be cloud-based and stated it is supposed to be complete in 30 days.

Commissioner Hawkins asked if there are lighted stop signs with Mr. Gierok stating there are none that are recognized by MUTCB.

Mr. Gierok provided a report to the Commission regarding resident complaints and other issues presented at their weekly staff meeting.

Commissioner Hawkins then asked about graffiti at the skate park. He suggested they just leave the graffiti in place rather than painting over it.

Mr. Gierok indicated that if you let that go, then the kids start letting other things go such as picking up after themselves. He noted some of the graffiti has been very inappropriate. He stated they are going to put up security cameras and opined that, once they prosecute one person, the rest should stop.

Commissioner Cobb asked about the median near 44 Gables and whose responsibility it is.

Mr. Gierok responded that, even if it is a resident's tree, if it is overhanging the road, the City will trim it back for the sake of emergency vehicles. He explained that, if it overhangs the road, then the City takes responsibility.

Mr. Carrino explained the City trims for safety and passability not aesthetics.

Mike Sheppard, Finance Director, reported on the awnings and pressure washing quotes. He stated the bid for pressure washing and painting would be issued the next Monday. After that, the awnings will be installed.

Discussion was held regarding the color of the awnings with Mr. Sheppard indicating they would be blue and that the window trim is being switched to blue.

Events

Miranda Muir, Events and Tourism Manager, provided an update and plans for upcoming and recent events. She stated there are 22 events and 34 event days on the schedule for the year. She indicated that the themes for First Fridays have been planned for the rest of the year. She commented on planning for Georgefest. She announced that staff member Carl Saenger recently got married. She commented on the vendor interest for Music Fest. She cited the improved lighting in the Pocket Park and expressed thanks to Carter's Ace Hardware for donation of the supplies.

Ms. Muir reported on the Busker Festival and cited the upcoming 140th Hometown Birthday for the City to be held on July 1st. She noted the creation of an events guide in conjunction with the Triangle News Leader.

Commissioner Ashcraft asked to have it placed on the City's website with Mayor Holland suggesting they also try to place it on the Chamber website.

Library

Ann Ivey, Library Director, provided a report on the statistics from October 2022 through March. She announced that last year, the tax people completed 1300 returns and this year it is over 2500. She commented on the advantage since they knocked down the wall to make the back room bigger. She indicated that the Library has announced a new partnership with

Trout Lake Nature Center. If you have a receipt from the Library, you can get into Trout Lake for free. She commented on how busy the library has been and cited a number of planned activities and prizes for the summer reading program. She thanked Commissioner Hawkins for his assistance in helping them get invited into the schools.

Ms. Ivey noted that, since partnering with the Lake County system, they are now doing Food for Fines in May and, also, dog food collection. She indicated that food goes to Lake Cares Pantry.

Mayor Holland thanked Ms. Ivey for her work with the library.

8. FUTURE AGENDA ITEMS

Commissioner Ashcraft asked if the City has thought about sending out text notices to residents regarding programs and events.

9. COMMENTS

9.1 City Commission

Vice Mayor Lee reported on her attendance at the Boys and Girls Club breakfast. She suggested that the school's jazz band be invited to some of the programs.

Commissioner Hawkins reported on a meeting with the Athletic Boosters at EHS. He announced the Panther Prowl to be held in November. He then complimented Parks and Recreation on the Adult Prom and Events and Tourism on the excellent events. He noted Parks and Recreation would be doing Juneteenth education as part of the summer camp.

Commissioner Cobb commented on the community forum, Robert Dunstan's 90th Birthday party and the Adult Prom. She cited the upcoming Arbor Day event and the ribbon cutting for the 4-H teaching garden. She recognized Public Works for their assistance with the Arbor Day event and other activities. She announced that Lake County Farm Bureau donated \$500 for the tree giveaway. She noted that she, Commissioner Ashcraft and Commissioner Hawkins would be attending the IEMO elected official education program. She expressed concern regarding the issue of semis parking throughout the City.

Vice Mayor Lee noted there is a vendor parking on Orange Avenue with Mr. Carrino noting there is now a state pre-emption on the regulation of food trucks. He stated staff can make sure they have permission from the property owner and check to make sure they are meeting all state and county regulations.

Discussion was held regarding the City requiring food trucks participating in the downtown events to have a business tax receipt. Mr. Carrino indicated that staff needs to make sure the City's regulations are in accord with the state regulations.

9.2 City Manager

Mr. Carrino noted budget season is in progress and indicated that some workshops would need to be scheduled. He cited the County joint planning meeting held on April 19th which he attended. He explained that the County has contracted with East Central Florida Regional Planning to work with all of the municipalities to develop some conservation design standards and negotiate new joint planning agreements. Additionally, a professor has been brought in from Stetson to help prioritize conservation areas throughout the County. He stated that City staff will be involved in that. He announced a staff-level meeting was being held that Friday with County, East Central Florida and city staff to discuss what the cities would like to see in a JPA.

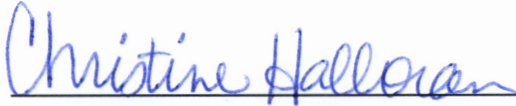
Mr. Carrino stated the Commission and staff would need to discuss whether or not they want to negotiate a new JPA and what that would include. He stated he would bring back to the Commission information from that meeting.

9.3 City Attorney - None

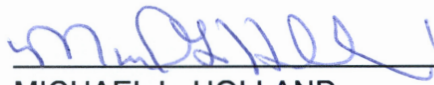
9.4 Mayor - None

10. ADJOURNMENT: 8:32 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

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME HAWKINS - WILLIE LEE	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE EUSTIS CITY COMMISSION
MAILING ADDRESS 10 N GROVE STREET, P.O. Box 68	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY EUSTIS	COUNTY LAKE
DATE ON WHICH VOTE OCCURRED 04/20/2023	NAME OF POLITICAL SUBDIVISION: MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, WILLIE LEE HAWKINS, hereby disclose that on APRIL 20, 20 23 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, _____ ;
- inured to the special gain or loss of _____ , by whom I am retained; or
- inured to the special gain or loss of _____ , which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

RESOLUTION NUMBER 23-40: REDUCTION OF FINE - 816 EAST CITRUS AVENUE

I was a member of the Code Enforcement Board for the City of Eustis. During my tenure on the board, the matter of fine assessment for code violations on this property was brought before me and other members of the board and I made a ruling in this matter.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

05/01/2023
Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.