



APPROVED 7/17/2025

# MINUTES

## Community Redevelopment Agency Meeting (CRA)

5:00 PM – Thursday, June 19, 2025 – City Hall

Call to Order: 5:22 p.m.

### Acknowledgement of Quorum and Proper Notice

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

### 1. Approval of Minutes

#### June 5, 2025 CRA Meeting

Motion made by Mr. Holland, Seconded by Ms. Lee, to approve the June 5, 2025 CRA minutes. Motion passed on the following vote:

Voting Yea: Mr. Asbate, Vice Chair Ashcraft, Mr. Holland, Ms. Lee, Chair Hawkins

### 2. CRA Item with Board Discussion and Direction

#### 2.1 CRA Resolution 25-02: Adoption of CRA Review and Direction on Developer Agreement Clarification for Tax Reimbursement Eligibility and Future Agreement Reform

Sasha Garcia, City Attorney, noted the previous discussion regarding the development agreement and explained she memorialized those changes in CRA Resolution 25-02.

Attorney Garcia read CRA Resolution Number 25-02 by title: A Resolution of the Community Redevelopment Agency of the City of Eustis, Lake County, Florida; known as the Downtown and East Town Redevelopment Agency (CRA), clarifying the intent and application of the December 19, 2019 developer agreement with North Central Place LLC regarding tax increment reimbursement; establishing the clarification as a precedent applicable to all existing agreements based on the same form; affirming the CRA's intent to transition to a new agreement form; providing for implementation and an effective date.

Mr. Asbate indicated he had gotten some "pushback" regarding what was discussed following the previous discussion. He indicated his support for the changes.

Attorney Garcia opened the public hearing at 5:23 p.m.

Daniel DiVenanzo confirmed that the funds were going to be released with Ms. Garcia stating that the resolution confirms what was previously discussed and explained what is included in the resolution.

There being no further public comment, the hearing was closed at 5:37 p.m.

Motion made by Ms. Lee, Seconded by Mr. Holland, to approve CRA Resolution Number 25-02. Motion passed on the following vote:

Voting Yea: Mr. Asbate, Vice Chair Ashcraft, Mr. Holland, Ms. Lee, Chair Hawkins

### Consideration of funds transfer for CRA residential rehab program

Tom Carrino, City Manager, noted that the CRA funds a residential rehab program. He stated that staff will be bringing forward as part of the budget process an outside of the CRA rehab program. He reported that the Lake Community Action Agency (LCAA) program has completed five projects. He indicated that there is a sixth project that would leverage another \$10,000 in federal funding. He asked for permission for him to approve a \$30,000 transfer for that project. He stated there is approximately \$300,000 in an incentives line item and he would like to take the \$30,000 from. He noted that LCAA would provide an update on their program at the July 17th meeting.

The Board asked what the Incentives line item was for with Mr. Carrino explaining it covers the gateway program and a permit fee program. He explained they have underspent in that line item.

**CONSENSUS:** It was a consensus of the Board for Mr. Carrino to proceed with the transfer.

Mr. Ashcraft asked for an explanation of the LCAA administrative fees with Mr. Carrino explaining the administrative fees are included in the current contract. He stated they would have to modify the agreement in order to change that. He explained that the City pays \$1,000 for paperwork and vetting the candidate and then \$3,000 for overseeing the construction project. He noted that Habitat takes a percentage of each project.

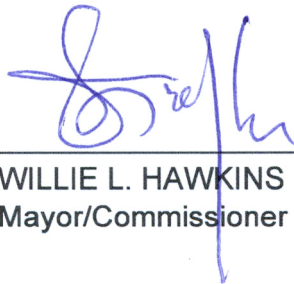
Discussion was held regarding switching to the Habitat program and the amount of the LCAA administrative fees. It was suggested that LCAA could handle the CRA projects and Habitat could handle everything outside the CRA.

### **3. Adjournment: 5:37 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



WILLIE L. HAWKINS  
Mayor/Commissioner