



# MINUTES

## City Commission Meeting

APPROVED 5/16/2024

6:00 PM – Thursday, April 18, 2024 – City Hall

**INVOCATION: MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE: COMMISSIONER NAN COBB**

**CALL TO ORDER: 6:01 P.M.**

**ACKNOWLEDGE OF QUORUM AND PROPER NOTICE**

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

**1. AGENDA UPDATE**

Tom Carrino, City Manager, announced Chief Mike Swanson would do an introduction under presentations.

**2. APPROVAL OF MINUTES**

March 21, 2024 City Commission Meeting  
April 4, 2024 City Commission Meeting

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

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

**3. PRESENTATIONS**

Fire Chief Mike Swanson introduced the new Fire Department Training Captain Nick Coutsouvanos. He provided a brief review of his work history.

Captain Coutsouvanos expressed his appreciation for joining the City.

**3.1 Recognition of Miss Eustis Winners**

Miranda Muir, Events and Tourism Manager, recognized the Miss Eustis winners who were crowned in February as follows: Tiny Miss Eustis - Blake Beall; Little Miss Eustis - Ariyah Waters; Junior Miss Eustis - Lucy Doerfler; Teen Miss Eustis - Sydnie Sebree; Miss Eustis - Chloe Sebree and Miss Georgefest - Caroline Schapansky. She explained that the Miss Georgefest title is brand new in 2024. She stated that Caroline would be representing the City at the Miss Florida pageant, along with Chloe as the Miss Georgefest Teen. She commented on what is required of the girls from each of the pageants.

Mayor Holland thanked the young ladies for their efforts on behalf of the City and thanked Ms. Muir for getting the pageant connected back to the Miss Florida pageant.

**4. AUDIENCE TO BE HEARD**

Randy June explained he is the engineer and developer for the proposed White Rose subdivision to be located at the intersection of 44 and 437. He noted they have been in the



process since 2021 and now they are in the final construction plan phase. He added they have submitted a request for a traffic signal at Cardinal Lane. He stated they are relying on the ability to obtain utilities from the City.

Gail Isaac-Thomas asked about the status of the Community Redevelopment Review Committee with Mayor Holland explaining the Commission doesn't answer questions during Audience to be Heard. He indicated that the City Manager could answer that question following the meeting.

Ms. Isaac-Thomas informed the Commission that her cousin, Marjorie Carol Buckner, who was on the Housing Authority Board, had passed away. She asked that her family be kept in their prayers.

Kristie Chicarelli expressed concern regarding a blocked sidewalk in 44 Gables and cited communications with various Public Works staff. She indicated that staff has stated that no concrete repairs would be done until the larger street projects were completed. She expressed concern regarding the delay.

Mayor Holland responded that the Public Works Director would contact her for follow-up.

Kristin Nelson, Leesburg resident, stated she was there with Steven Sidlovsky on behalf of pro-life "personhood cities". She read several passages from the Bible.

Stephen Gerard Sidlovsky commented on their efforts to get the City of Eustis and other cities to adopt a personhood resolution. He presented a flyer and bookmark to the Commission regarding personhood. He asked that the resolution be placed on a City Commission agenda.

Mayor Holland noted his personal beliefs align with Mr. Sidlovsky's and the individual Commissioners are very Christian based; however, the Mayor and Commission have to represent the entire City. He polled the Commission to see if they want the City Manager to proceed with the requested resolution. It was a consensus of the Commission to not proceed with a personhood resolution.

Darius Kerrison thanked the public and Commission for their support of the Eustis Hometown Comedy and Music Festival. He thanked all of the City staff that assisted with the festival.

Nathan Hicks commented on a recent vandalism incident that occurred in Eustis. He reviewed the police report regarding a person who vandalized his car. He stated that the Police Department declined to pursue any charges due to the man living in a group home and having mental health issues.

The Mayor directed Police Chief Capri to communicate with Mr. Hicks. He indicated Mr. Hicks could also get the Mayor's phone number from City Hall if he needed any further assistance.

## **5. CONSENT AGENDA**

### **5.1 Resolution Number 24-37: Approval of Purchase in Excess of \$50,000 for Asphalt**

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

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

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

### **6.1 SECOND READING**



Explanation of Ordinance Numbers 24-15, 24-16, and 24-17: Annexation, Future Land Use and Design District Assignment for Parcel with Alternate Key 1064309

Ordinance Number 24-15: Annexation for 2024-A-03 - Envisage Homes LLC - Alternate Key 1064309

Sasha Garcia, City Attorney, read Ordinance Number 24-15 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 0.3 acres of real property at Alternate Key Number 1064309, Coolidge Street and Suanee Avenue, on north side of Suanee Ave.

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

Motion made by Commissioner Cobb, Seconded by Commissioner Hawkins, to adopt Ordinance 24-15 on final reading. The motion passed on the following vote:  
Voting Yea: Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Commissioner Ashcraft, Mayor Holland

**6.2 SECOND READING**

Ordinance Number 24-16: Future land Use Designation - 2024-CPLUS-03 – Envisage Homes LLC – Future land Use Designation for Parcel with Alternate Key 1064309

Attorney Garcia read Ordinance Number 24-16 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 0.3 acres of real property at Alternate Key Number 1064309, on Coolidge Street and Suanee Avenue, on north side of Suanee Ave. from Urban Low in Lake County to Suburban Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 6:30 p.m.

Bryan Broomfield thanked City Manager Tom Carrino for meeting with him and other residents to discuss some of the issues. He expressed their concerns how the densities may impact the residents. He requested the City Commission consider the existing infrastructure before increasing the densities in the area.

There being no further public comment, the hearing was closed at 6:32 p.m.

Motion made by Vice Mayor Lee, Seconded by Commissioner Ashcraft, to adopt Ordinance 24-16 on final reading. The motion passed on the following vote:  
Voting Yea: Commissioner Cobb, Commissioner Hawkins, Vice Mayor Lee, Commissioner Ashcraft, Mayor Holland

**6.3 SECOND READING**

Ordinance Number 24-17: Design District Assignment - 2024-DD-03 – Envisage Homes LLC – Design District Assignment for Parcel with Alternate Key 1064309

Attorney Garcia read Ordinance Number 24-17 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 0.3 acres of real property at Alternate Key Number 1064309, on Coolidge Street and Suanee Avenue, on north side of Suanee Ave.



Attorney Garcia opened the public hearing at 6:33 p.m. There being no public comment, the hearing was closed at 6:33 p.m.

Motion made by Commissioner Hawkins, Seconded by Vice Mayor Lee, to adopt Ordinance 24-17 on final reading. The motion passed on the following vote:

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

#### **6.4 SECOND READING**

##### **Ordinance Number 24-18: 2024-CPLUS-01 Grand Island Shores Road Future Land Use Map Amendment**

Attorney Garcia read Ordinance Number 24-18 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(1) F.S.; changing the future land use designation of approximately 1.99 acres of real property located northwest of the intersection of Grand Island Shores Road and County Road 44, from Suburban Residential (SR) to Urban Residential (UR).

Attorney Garcia opened the public hearing at 6:34 p.m. There being no public comment, the hearing was closed at 6:34 p.m.

Motion made by Commissioner Ashcraft, Seconded by Commissioner Hawkins, to adopt Ordinance 24-18 on final reading. The motion passed on the following vote:

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

#### **6.5 SECOND READING**

##### **Ordinance Number 24-20: Amending the Land Development Regulations, Section 118 Construction Standards**

Attorney Garcia read Ordinance Number 24-20 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Florida, amending the Land Development Regulations, Section 118 Construction Standards; providing for codification, severability and an effective date.

Attorney Garcia opened the public hearing at 6:34 p.m. There being no public comment, the hearing was closed at 6:35 p.m.

Motion made by Vice Mayor Lee, Seconded by Commissioner Cobb, to adopt Ordinance 24-20 on final reading. The motion passed on the following vote:

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

#### **6.6 SECOND READING**

##### **Ordinance Number 24-21: Approving a Conditional Use Permit for a Monopine Communication Tower with a height of 180 feet, located within Pine Meadows Subdivision on Future Acorn Meadows Loop - Street A**

Attorney Garcia read Ordinance Number 24-21 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; approving a conditional use permit for a monopine communication tower located within Pine Meadows Subdivision on future Acorn Meadows Loop - Street A.



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 Hawkins, Seconded by Vice Mayor Lee, to adopt Ordinance 24-21 on final reading. The motion passed on the following vote:

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

## **6.7 FIRST READING**

### **Ordinance Number 24-19: Approving a Conditional Use Permit to allow a 10,640 square foot, Commercial Retail Store in a General Industrial Land Use District at the Eustis Commerce Park on Paradise Lane and County Road 452**

Attorney Garcia explained that the ordinance was on the March 21st agenda and died for lack of a motion. She was contacted by the attorney for the applicant regarding the process since the ordinance was not specifically voted on. Therefore, it was being brought back before the Commission as a new item.

Attorney Garcia read Ordinance Number 24-19 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; approving a conditional use permit to allow a 10,640 square foot commercial retail store in a General Industrial land use district at the Eustis Commerce Park on Paradise Lane and CR 452.

Mike Lane, Development Services Director, reviewed the request for a Conditional Use Permit to allow a commercial retail store in a General Industrial (GI) Land Use District. He stated the property owner is JBC Management Group and the applicant is Concept Development. Mr. Lane discussed the issue of allowing a commercial retail store within a General Industrial Land Use District. He indicated the request is for a Dollar General Store within the Eustis Commerce Park, located at Paradise Lane and County Road 452. He commented on the community meeting held by the applicant with eleven people in attendance. He stated the primary concern was traffic. He confirmed all notice requirements were met.

Mr. Lane then discussed the Commission's previous concerns regarding the City's limited industrial land.

Attorney Garcia asked if the City has a precedent of a conditional use permit being granted in the General Industrial zone for retail with Mr. Lane responding negatively.

Attorney Garcia opened the floor to comments from the applicant at 6:41 p.m.

Logan Upsall, representing the development team, indicated the property owners were present. He presented aerial views of the intersection at CR452 and Paradise Lane and noted their traffic study for the area. He cited the City's Comprehensive Plan as it pertains to residential areas being protected from adjacent industrial use. Mr. Upsall commented on retail and commercial use spurring industrial growth. He stated their request for a Conditional Use Permit is consistent with the Comprehensive Plan and would provide a buffer between the residential and industrial uses. He emphasized that the City's professional staff has determined the application is consistent with the Comprehensive Plan, Land Development Code and performance standards and compatible with the area. He further reviewed what is required for approval of a conditional use permit. He stated their agreement with staff's conditions for approval.

The Commission confirmed they stated that retail and commercial will spur industrial growth and questioned whether or not downtown commercial would spur industrial growth in that area.



Mr. Upsall responded that industrial would not be compatible with the downtown area. He commented on the need for the uses to blend.

Attorney Garcia opened the floor to comments from the property owners.

A representative of the owners thanked Mayor Holland and Commissioner Cobb for taking the time to speak with them. He explained their purpose in developing the property, relocating their business to the site, and facilitating future growth on that property.

Attorney Garcia opened the floor to the public at 6:50 p.m.

Bryan Broomfield spoke about the limited industrial space available in Eustis and expressed support for developing that site for that purpose. He also cited the number of jobs that an industrial use might bring to the area versus a small retail use.

Cindy Newton expressed agreement with Mr. Broomfield and noted the new incubator. She stated the City should use the land for the purpose intended.

Kristie Chiccarelli commented on the lack of use on empty property and how the retail use would provide a buffer for the community. She expressed support for approving the conditional use permit.

Rick Gonzalez noted he was Nutraceutical's first employee. He commented on the history of the Eustis Commerce Park and noted it has been vacant for 20 years. He stated the new owners intend to put funds back into the property and expressed support for approving the conditional use permit.

Mayor Holland reported he had a conversation with the property owner and stated the City's economic development team will help them to get appropriate uses for his property. He expressed concern regarding the change of use and the lack of industrial property in the City.

Commissioner Cobb acknowledged her conversation with the owner. She expressed support for his development of the property but her concerns regarding the change of use.

Mr. Upsall stated the property land use designation would remain the same and that the conditional use permit would apply only to this use.

Motion made by Commissioner Ashcraft, Seconded by Mayor Holland, to approve Ordinance Number 24-19 on first reading. The motion failed on the following vote:

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

## **7. OTHER BUSINESS**

### 7.1 Development Discussion

Mayor Holland commented on the City's recent annexations. He stated they need to review the City's land use regulations as a whole. He referred to the City's water plant and the cost to maintain and expand that plant. He emphasized the need to be careful with the annexations and densities. He cited the need to have something other than cookie cutter developments. He noted that Eustis is one of the most economically challenged cities in the County. He stated that the City Manager is working on scheduling a joint meeting with Lake County. He expressed concern regarding the need to have a clear roadmap for future growth. He commented on what could be done to make the City look different.

Commissioner Ashcraft emphasized the need to work on infill development. He stated the City needs to determine a way to incentivize infill development.



Mayor Holland agreed with the need for more infill development.

Vice Mayor Lee expressed agreement and stated they need to look at what they are doing and how they are doing it.

Commissioner Hawkins also agreed and stated he did not think the City has a handle on development. He agreed with concentrating on infill and to work with the County on the development of the enclaves. He also expressed concern regarding redevelopment of the downtown.

Commissioner Cobb agreed that development is out of control and stated that they need to slow down. She expressed concern regarding the need for design standards but noted that also increases the cost for a house. She noted that the City can only impose so much because of state legislation. She also commented on the need to determine the costs affiliated with the water plant improvements. She cited a city on the east coast that imposed a moratorium but they only did it for nine months to allow them time to work on their regulations.

Mayor Holland expressed support for asking the City Manager to discuss the issue with his leadership team and the City Attorney and to review the state guidelines to develop a plan to bring back to the Commission. He emphasized the need for them to get the downtown project right the first time. He noted that the City has very little growth area left and most of it is in protected areas.

Mr. Carrino reported that the City asked the rate study consultant to separate out the rates for out-of-city utilities versus in-city. It appears they should have something back to the City in May both on the rate study and on the break out. He stated they would look at it at staff level first and then bring that back to the Commission.

Mr. Carrino then reported that he had engaged the services of Kimberly Horn regarding various development regulations and standards including varied lot widths, residential design guidelines and how to work with developers to get a more varied product to avoid the cookie cutter look. He stated that individual meetings with Commissioners have been scheduled with Kimberly Horn. He stated that would give the Commissioners the opportunity to express what they want. He suggested that Kimberly Horn's scope of work could be expanded.

Commissioner Cobb commented on the Live Local Act and noted there has been two amendments to that.

Mayor Holland asked City Attorney Garcia to bring back a report to the Commission on the act and its affect on the City.

Mr. Carrino stated they are working on scheduling the joint work shop. He indicated that meeting is primarily concerning a project on Thrill Hill and a site specific Interlocal Service Boundary Agreement. He added that could lead to a broader discussion. He stated the meeting is scheduled for 6:00 p.m. on June 4th at the Eustis Community Building. He added that staff is working on the logistics regarding who will record the meeting and/or livestream.

The Commission directed Mr. Carrino to ask the County if that meeting could include a broader discussion.

Mr. Carrino noted the City is a utility provider. He cited the Santerra development which would be developed under the County; however, the City would be providing utilities. He noted there are other developments on the edges of the City that may be developed in the County but the City is expected to provide utilities.



The Commission questioned whether or not the City has any more future developments that are on hold with the Mayor responding negatively. He noted the City is waiting on the water plant report.

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

### **8.1 City Commission**

Commissioner Ashcraft thanked Darius Kerrison for the Comedy and Music Festival. He commented on the upcoming African American Heritage Festival.

Commissioner Cobb reported on the recent Lake County Fair and cited the number of swine sold at the fair.

Commissioner Hawkins also thanked Mr. Kerrison for the Comedy Show and also for the "Sparkle and Shine" event for adults with disabilities. He noted there were over 100 adults in attendance. He thanked everyone who participated and assisted with the event. He complimented City Manager Tom Carrino for his support of all the City events. He expressed his appreciation for all he does for the community and emphasized the importance of the City providing the City Manager with some help. He also thanked the downtown merchants for their support.

Mayor Holland thanked Commissioner Hawkins for his leadership with those programs. He also thanked Mr. Carrino for his dedication and love for the City.

Vice Mayor Lee concurred with the appreciation for Mr. Carrino and that he needs help. She reported on the America in Bloom meeting. She commented on the improvements to the Clifford House and indicated they had decided not to do the Mother's Day tea but would wait until later in the summer to do a bigger event.

### **8.2 City Manager**

Mr. Carrino explained that both the City and the Code Enforcement Board have separate attorneys for code enforcement activity. The Code Board's attorney has resigned, who was provided by Stone & Gerkin. City Attorney Sasha Garcia provided the name of a local attorney who does practice code enforcement law. Staff and the Police Department met with that attorney and he has been asked to sit in on the next Code Enforcement Board meeting. He indicated that both the City and the Board need to be comfortable with whomever is hired since the City pays for the Board attorney. He noted that Stone & Gerkin will represent the Code Board at the May meeting.

Mr. Carrino thanked the Commissioners for their compliments. He commented that the City has a great team and highlighted the new Parks & Recreation Director Sam Brinson and noted he also attended the Comedy and Music Festival. He emphasized City staff wants to provide the best service possible to the Commission.

Commissioner Hawkins noted the individual who came to the Commission meeting with a complaint and the Police Chief didn't know anything about it. He stated that If staff doesn't know, they can't address a problem. He commented on an issue he reported about a pothole and indicated it was resolved within 24 hours. He encouraged anyone that has a problem to reach out to the City or any of the Commissioners.

### **8.3 City Attorney - None**

### **8.4 Mayor**

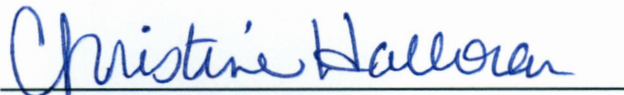


Mayor Holland noted he has served the City since 2008. He commented on how well the Commission works together. He emphasized that the Commissioners also live in the City and they have to live with any decisions they make. He thanked everyone for their attendance at the meeting. He emphasized that the City is dedicated to helping the property owners find an appropriate use for their property. He also assured the other developers that the City will move forward as soon as they get back the water plant report.

Mayor Holland asked everyone to keep Al Latimer and his family in their prayers as his mother is under Hospice care. He explained that is why he did not allow public input at the CRA meeting so Mr. Latimer could leave quickly. He encouraged anyone with questions or concerns to contact the City.

**9. ADJOURNMENT: 7:29 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