



# MINUTES

## Community Redevelopment Agency (CRA)

5:00 PM – Thursday, September 07, 2023 – City Hall

CALL TO ORDER: 5:01 P.M.

### ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

PRESENT: Mr. Gary Ashcraft, Ms. Nan Cobb, Mr. Willie Hawkins, Vice Chair Emily Lee, Ms. Lori Pittsley (nonvoting member), Ms. Tanya Wilder (nonvoting member) and Chairman Michael Holland

### 1. APPROVAL OF MINUTES

#### 1.1 Approval of Minutes

May 18, 2023 CRA Meeting

Motion made by Vice Chair Lee, Seconded by Mr. Ashcraft, to approve the Minutes. The motion passed on the following vote:

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

### 2. CRA ITEM WITH BOARD DISCUSSION, PUBLIC INPUT AND DIRECTION

#### 2.1 CRA Fiscal Year 2023/24 Budget

Al Latimer, Economic Development Director, presented the proposed Community Redevelopment Agency (CRA) budget for Fiscal Year 2023/2024. He reminded the Board members that the revenue is derived from three primary sources: 1) Incremental tax transfers from Lake County, the Ambulance Municipal Service Taxing District (MSTU), Lake County Water Authority and the City of Eustis; 2) Interest income; and 3) Rent from the Chamber, El Marie and Lake Community Action.

Mr. Ashcraft asked about the reimbursement of code enforcement fines being moved to the CRA with Tom Carrino, City Manager, responding that those funds will be moved to the Economic Development Fund on an as-needed basis, not the CRA.

Mr. Latimer reviewed the administrative request for FY23-24 totaling \$1,610,967. He stated that is comprised of five subcomponents: 1) Administrative Services including 20% of the director's salary and one police officer, 2) Development incentives; 3) Operating expenses; 4) Capital projects totaling \$934,000; and 5) Debt service. He provided a list of the capital projects and amounts and reviewed what is included in the Palmetto Plaza improvements.

Mr. Hawkins asked about the structures at the football field with Mr. Carrino explaining that Corey Rolle Memorial Field is outside of the CRA district.

Vice Chair Lee asked about the \$25,000 for monitoring the seawall with Mr. Carrino explaining that is actually to update the old engineering for the seawall. He explained that the City previously budgeted \$400,000 to repair the seawall; however, the engineering indicated that would be insufficient. The \$25,000 is now budgeted to update that previous engineering. The next fiscal year the City will budget \$950,000 total for the renovation.

Ms. Wilder asked about the special project for \$400,000 with Mr. Carrino explaining that is for the shade structure at Carver Park. He also explained the dividing line for the CRA district.

Mr. Ashcraft asked if any work would be done on the seawall in the new fiscal year with Mr. Carrino responding they are first going to update the engineering and let the engineers tell them what needs to be done. He added that there is \$400,000 budgeted in case they need to move forward quickly.

Mr. Ashcraft then asked about the Bay Street improvements and whether or not FDOT could reduce the cost for the City.

Mr. Carrino responded that the funding was originally budgeted to correct a hole near Bay Pharmacy; however, they are going to wait until FDOT completes their project and then engineer a solution.

Vice Chair Lee asked if another CRA project should arise could it be included with Mr. Carrino responding positively. He estimated the Fund Balance at \$1,000,000.

Motion made by Mr. Hawkins, Seconded by Mr. Ashcraft, to approve the CRA FY2023/24 budget as presented. The motion passed on the following vote:

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

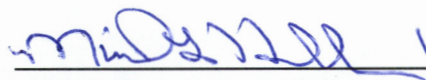
Mr. Latimer expressed appreciation to City staff for their assistance while his department is down two employees.

### 3. ADJOURNMENT: 5:15 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  
Chairman