



# MINUTES

## City Commission Meeting

APPROVED 1/08/2026

6:00 PM – Thursday, November 20, 2025 – City Hall

**Invocation:** Elder Elijah Perry, Church of God by Faith

**Pledge of Allegiance:** Commissioner Michael Holland

**Call to Order:** 6:02 p.m.

### **Acknowledge of Quorum and Proper Notice**

**PRESENT:** Commissioner Michael Holland, Commissioner Emily Lee, Commissioner George Asbate, Vice Mayor Gary Ashcraft and Mayor Willie L. Hawkins

### **1. Agenda Update: None**

### **2. Approval of Minutes**

#### **2.1 October 2, 2025 City Commission Meeting**

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve the Minutes. Motion passed on the following vote:

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

### **3. Audience to be Heard**

Cindy Newton, unincorporated Eustis, commented on Resolution Number 25-98 Forfeiture Fund and asked that the item be pulled from the Consent Agenda for discussion and clarification.

Daniel DiVenanzo, Eustis business owner, expressed concern regarding the stormwater issue at Bay Pharmacy and stated there continues to be standing water at the side entrance to the building. He asked that the City determine what is the resolution and then it can be decided who has to pay for it. He then asked that they work on constructing a sidewalk along Lakeshore Drive.

### **4. Consent Agenda**

#### **4.1 Resolution Number 25-88: Waste Management Refuse Collection Rate Increase**

Commissioner Asbate asked that the following resolutions be pulled for discussion: Resolution 25-92, Resolution 25-93 and Resolution 25-96. He expressed concern regarding the amount of information and cited the need for a more detailed explanation on each item. He asked to receive copies of the purchase orders and suggested that they add a discussion on the issue at the end of the next workshop.

Commissioner Holland asked that they also go ahead and pull consideration of Resolution 25-98.

Motion made by Commissioner Asbate, Seconded by Commissioner Holland, to approve Resolution Number 25-88 on the Consent Agenda. The motion passed on the following vote:

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

## **5. Ordinances, Public Hearings, & Quasi Judicial Hearings**

### **5.1 Resolution Number 25-92: FY 2025/26 Budget Amendment for Carry-over of FY2024/25 Funds for Capital Projects and Consulting Services Agreements**

Sasha Garcia, City Attorney, read Resolution Number 25-92 by title: A Resolution by the City Commission of the City of Eustis, Lake County, Florida; amending the budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026, for the General, Sales Tax, Community Redevelopment, Water/Sewer, Water/Sewer R&R, Stormwater, Water Impact Fees and Sewer Impact Fees funds and by adjusting expenditures, repealing all resolutions or parts of resolutions in conflict herewith; and providing for an effective date.

Commissioner Asbate asked to have discussion held on this item at the end of the upcoming workshop with Vice Mayor Ashcraft concurring.

Mayor Hawkins asked for the Finance Director to provide additional information on the resolution.

Lori Carr, Finance Director, explained Resolution 25-92 is to carry over existing purchase orders where the project is not completed for whatever reason. She stated those are already commitments that the City has based on purchase orders. It just carries over the purchase orders to the next fiscal year to allow them to continue to pay those vendors.

Tom Carrino, City Manager, stated staff could provide copies of those purchase orders but that could be extensive. He suggested the Commission could review the list and indicate specific ones they would want to see.

Ms. Carr indicated that a list by general ledger account number was attached.

Discussion was held regarding how old some of the projects are, whether they are still a priority, and the possibility of delaying payment to vendors.

Rick Gierok, Public Works Director, explained the resolution is for projects already underway but not completed. He cited a specific project underway but not yet completed. He added the funds are required to enable them to pay the contractors.

Mr. Carrino explained that Resolution 25-92 is strictly for projects that are already underway. Resolution 25-93, which is the larger amount, is for projects where purchase orders have not yet been issued. He further explained that the first resolution is for projects underway and the second is for the carryover for projects they intend to do but for which purchase orders have not been issued and stated the process is different for each.

The Commission further discussed the dollar amount for each resolution and the possibility of proceeding with Resolution 25-92.

Mayor Hawkins opened the public hearing at 6:21 p.m. There being no public comment, the hearing was closed at 6:21 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-92. The motion passed on the following vote.

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



## 5.2 Resolution Number 25-93: FY 2025/26 Budget Amendment for Carry-over of FY2024/25 Unencumbered Budgeted Funds for Capital Projects and Consulting Services

Attorney Garcia read Resolution Number 25-93 by title: A Resolution by the City Commission of the City of Eustis, Lake County, Florida; amending the budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026, for the General, Sales Tax, Street Improvement, Parks Impact Fees, Cemetery Trust, Stormwater, Economic Development, Grants, Community Redevelopment, Water/Sewer Utility, R&R and Grants, Water Impact and Sewer Impact Fees funds and by adjusting expenditures; repealing all resolutions or parts of resolutions in conflict herewith; and providing for an effective date.

Ms. Carr explained that Resolution 25-93 is for those projects that have been identified, there is funding for and have been approved; however, purchase orders have not been issued for some reason. She indicated they may still be in negotiations or are waiting for contracts to be signed. She cited the Coolidge Street project which does not yet have contracts signed for. She stated that without the funds all of the projects would be on hold. She explained this is just part of the process.

The Commission asked about the time required for issuance of a purchase order with Mr. Gierok explaining the process from design, bid process, bid award, pre-construction conference. He cited the cemetery improvement project and how they had to put it on hold until the project is rolled over. He noted that their bid price for that project is starting to sunset.

Discussion was held regarding the consequences if the price sunsets. Further discussion was held whether or not the new budget includes the funds included in the resolution.

Ms. Carr explained that is a separate process. She stated they do not budget for projects that have already been approved as they know the funds will be carried over to the next fiscal year.

Commissioner Asbate questioned why they wait and reiterated his request that they discuss the projects at the workshop with discussion regarding the proposal by the state that property taxes be eliminated.

Discussion was held regarding the Commission slowing down the process and what was included during the Capital Improvement Project discussion.

Mr. Carrino stated that all of the items would have been approved during the budget process at some point.

Commissioner Lee asked for clarification of the Sales Tax Fund with Mr. Carrino reviewing the projects to be funded through the Sales Tax Fund. He added that if they decide not to do a particular project within the Sales Tax Fund then the funds would remain in the Sales Tax Fund. He emphasized that the list was reviewed by staff and were included based on Commission direction. He cited the Coolidge Street project which is funded under several funds. He indicated they have already completed design and engineering, what is on the list is the construction component. He stated that there are a number of projects that are underway but purchase orders have not been issued yet.

Commissioner Asbate asked if staff could identify those and questioned if waiting three weeks could cause a problem with Ms. Carr noting that the cemetery would have to go back out to bid and Mr. Carrino indicating there are some that could wait.

Mayor Hawkins opened the public hearing at 6:36 p.m. There being no public comment, the hearing was closed at 6:36 p.m.



Discussion was held regarding when to postpone discussion to.

Mr. Gierok cited various issues regarding the postponement including the possible loss of grant funds for the Coolidge project. He indicated that if they miss the bids, they will have to ask for extensions to the grants.

Further discussion was held regarding whether or not they could just approve those that need to be moved forward that night with Attorney Garcia suggesting they could table until later in the meeting and allow staff to identify those that need to be moved forward.

Mr. Gierok agreed to do the review with Commission discussion about the correct procedure for whether or not to follow the previous poll of the Commission to postpone further discussion to the workshop.

Commissioner Holland expressed concern about postponing the Coolidge project due to all of the outside funding.

Commissioner Asbate asked if he could move approval of just the Coolidge project.

Further discussion was held regarding waiting until the end of the meeting to make a final decision on the item.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to move consideration of Resolution 25-93 until the end of the meeting. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Vice Mayor Ashcraft, Mayor Hawkins  
Voting Nay: Commissioner Asbate

### 5.3 Resolution Number 25-96: FY 2025/26 Budget Amendment for City Infrastructure Repairs as a Result of the October 26, 2025 Flood Event

Attorney Garcia read Resolution Number 25-96 by title: A Resolution by the City Commission of the City of Eustis, Lake County, Florida; amending the budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026, for the Street Improvement, Stormwater and Water/Sewer Utility funds and by adjusting expenditures; repealing all resolutions or parts of resolutions in conflict herewith; and providing for an effective date.

Ms. Carr explained that this is an emergency amendment to do all the repairs that were needed following the flooding from the storm. She indicated they are estimates and explained that until the budget dollars are in place they cannot pay for any of the work already done or additional work to be done.

The Commission asked if the City would be applying for funding to help get some of the money back with Mr. Carrino indicating that the City does not qualify for FEMA disaster funding as it was too specific an event. He noted that the State, County and City did all declare a state of emergency but there was nothing about emergency funding. He added that the City may get some insurance funds but staff doesn't know what that will be.

Ms. Carr indicated the insurance company has not yet done their site inspection.

The Commission asked if the emergency amendment includes costs for Spring Ridge with Rick Gierok, Public Works Director, responding negatively. He indicated that would cost an additional \$500,000. He stated they would be piggybacking off Florida's emergency work contract. He noted that the City already had some experience with Cathcart out on Coolidge. He explained he has been spending the majority of his time on site through the

construction process and doing necessary engineering work. He stated the figures are the best guess at this time and indicated they are working as efficiently as possible.

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 Holland, Seconded by Vice Mayor Ashcraft, to approve Resolution Number 25-96. The motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Vice Mayor Ashcraft, Mayor Hawkins  
Voting Nay: Commissioner Asbate

5.4 Resolution Number 25-98: Temporary Interfund Receivable from the General Fund to EPD State Forfeiture Fund

Attorney Garcia read Resolution Number 25-98 by title: A Resolution of the City Commission of the City of Eustis, Florida; authorizing a temporary interfund receivable from the General Fund to the State Forfeiture Fund for liquidity purposes, in the amount of twenty-seven thousand nine hundred sixty-five dollars and twenty-six cents (\$27,965.26); providing for statutory authority; providing for reimbursement from future forfeiture revenues; and providing for an effective date.

Attorney Garcia explained the purpose of the resolution to cover a deficit in the account with Chief Capri explaining how the error occurred. He emphasized that all of the funds were used for the community. He noted \$20,000 that was donated to hire tutors. He stated that all funds obtained through forfeitures will be used for community programs. He explained the funds are obtained from drug seizures.

Attorney Garcia clarified that future forfeiture funds will be used to reimburse the City for the transfer.

Ms. Carr explained that previously both federal and state funds were co-mingled; however, they are now being accounted for separately.

Attorney Garcia opened the public hearing at 6:58 p.m. There being no public comment, the hearing was closed at 6:58 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-98. Motion passed on the following vote:

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

5.5 Resolution Number 25-94: Budget Amendments for an Agreement for Berry, Dunn, McNeil & Parker, LLC for Enterprise Resource Planning Advisory Services

Attorney Garcia read Resolution Number 25-94 by title: A Resolution of the City Commission of the City of Eustis, Lake County, Florida; approving a budget amendment in the General Fund for the amount of \$375,000 to increase expenditures, a budget amendment in the amount of \$375,000 in the Sales Tax Capital Projects Fund to decrease expenditures, to provide funding for an agreement for Berry, Dunn, McNeil & Parker, LLC for enterprise resource planning advisory services.

Mary Leisen, Deputy Finance Director, reviewed the budget amendment in the amount of \$375,000 to reallocate funding for the ERP software solution consultant to the General Fund from the Sales Tax Capital Projects Fund to fund Berry, Dunn, McNeil & Parker, LLC advisory services. She explained that Florida statute has set requirements for the use of sales tax



revenues and it was determined that computer software is not an eligible purchase; therefore, staff is recommending that the purchase be reallocated to the General Fund.

Discussion was held regarding the Sales Surtax Oversight Advisory Committee meetings and use of the sales tax revenue for the purchase of the Edmunds software ten years previous.

Tom Carrino, City Manager, explained staff is moving forward with the replacement of the Edmunds software. He added that staff is concerned that the amount currently budgeted is insufficient. He explained they currently have \$1 million budgeted over two years but that may not be enough. He indicated that the second part of the request is if the Commission is comfortable with replacing Edmunds and at a possible cost of up to \$2 million.

Discussion was held regarding whether or not they need a consultant to identify a better product than Edmunds with Ms. Leisen explaining the services that would be provided by the consultant to look at the City's work processes, not just identifying a better product, and to implement more efficient work processes.

Discussion was held regarding the possible reduction in sales tax revenues with Ms. Leisen commenting that, based on the estimates received from the state, they are not expecting a significant reduction in revenues.

Mr. Carrino emphasized that committing to the consultant does not commit the City to purchasing the new software.

Further discussion was held regarding continuing to use Edmunds versus finding a different product and what may be offered by Edmunds with Ms. Leisen noting that staff is unable to export from Edmunds to Excel which limits how they can utilize the data.

Discussion was held regarding moving forward with hiring the consultant and then revisit the software issue in six months.

Ms. Leisen commented on the City falling under the Government Accounting Standards Board and how they will be required to capitalize subscription software as an asset.

Attorney Garcia opened the public hearing at 7:22 p.m. There being no public comment, the hearing was closed at 7:22 p.m.

Discussion was held regarding setting priorities, probable reduction in sales tax revenue, possible reduction in property tax revenues and the number of available software programs.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-94. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Mayor Hawkins

Voting Nay: Commissioner Asbate, Vice Mayor Ashcraft

#### 5.6 Resolution Number 25-95: Award of Enterprise Resource Planning (ERP) Advisory Services

Attorney Garcia read Resolution Number 25-95 by title: A Resolution of the City Commission of the City of Eustis, Lake County, Florida, approving a purchase in excess of \$100,000 and entering into an agreement with Berry, Dunn, McNeil & Parker, LLC for enterprise resource planning advisory services.

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.

Discussion was held regarding the need to have a consultant to assist with reviewing all the available software programs, the other City priorities, possible reductions in revenues and the possibility of holding off until March 31st when they get a better idea of any revenue reductions.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-95. Motion passed on the following vote:

Voting Yea: Commissioner Holland, Commissioner Lee, Mayor Hawkins

Voting Nay: Commissioner Asbate, Vice Mayor Ashcraft

5.7 Resolution Number 25-100: Approval of Purchase and Sale Agreement for Acquisition of Property Located at 200 S. Bay Street and Related Parcels

Attorney Garcia read Resolution Number 25-100 by title: A Resolution of the City Commission of the City of Eustis, Florida, approving and authorizing the execution of a purchase and sale agreement for the acquisition of real property located at 200 S. Bay Street and related parcels; finding a valid public purpose; authorizing the Mayor and City Clerk to execute the agreement; providing for implementation; and providing for an effective date.

Mr. Carrino reviewed the proposed purchase and sale agreement for acquisition of the Bank of America property located at 200 S. Bay Street and related parcels. He stated the negotiated purchase price is \$1,800,000 subject to statutorily required appraisals and due diligence. He added that, if the appraisals come back at an average above \$1.8 million, then they will offer that higher amount. He explained that the proposed use for the building would be initially for administrative offices for the Building Department and Fire administration. Staff would then see what other uses would make sense. He added that they cannot use CRA funds for that purchase so the determination was for the Building Department to fund the entire purchase price of \$1.8 million. The Building Department and Sales Tax Fund would fund any necessary renovations. He indicated that, down the road, the CRA could purchase the property from the Building Department as a redevelopment site.

Mr. Carrino indicated there is a 90-day due diligence period with one 30-day extension possible. He confirmed that the anticipated use for building and fire is five to ten years. He cited possible renovations to be required including a new roof, painting and carpeting.

Discussion was held regarding the purchase cost, probable renovation costs and the Building Department Fund budget for additional space.

Discussion was held regarding postponing the decision until after the meeting with Dr. Levey, whether or not to consider any other properties, the state of the building, the need to do something with the Community Building and what would occur if the appraisals come back lower or higher than the negotiated price.

Attorney Garcia opened the public hearing at 7:59 p.m.

Chris Getzel requested that the Commission preserve the historic buildings within the town and expressed opposition to the purchase.

Stephenie Winheim agreed that \$1.8 million is too much for the building and suggested relocating the Building Department to the Senior Center.

There being no further public comment, the hearing was closed at 8:03 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to postpone a decision until after the workshop with Dr. Levey. The motion passed on the following vote:



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

RECESS: 8:03 p.m. RECONVENE: 8:08 P.M.

5.8 Explanation of Ordinances for Annexation, Future Land Use Designation and Design District Designation of Parcels with Alternate Key Numbers 1743320 and 1407940

**SECOND READING**

Ordinance Number 25-31: Voluntary Annexation of Parcels with Alternate Key Numbers 1743320 and 1407940

Attorney Garcia noted that Ordinances 25-31, 25-32 and 25-33 were heard on first reading on September 18th and were advertised for second reading on October 23rd. It was later postponed to allow for time for a community meeting at the request of the applicant.

Attorney Garcia read Ordinance Number 25-31 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Florida; voluntarily annexing approximately 20.0 acres of real property at Alternate Key Numbers 1743320 and 1407940, on the north side of County Road 44, east of Sparrow Lane.

Mike Lane, Development Services Director, provided a history of the project and explained the requirement for the City to perform an Evaluation and Appraisal Report (EAR) on the Comprehensive Plan with the latest due in 2024, at which time, the City requested an extension. He commented on issues created by the enactment of Senate Bill 180 by the legislature. He stated the City's deadline for its EAR was October 28th. He explained the process requires two hearings and explained what each step entails. He stated the City's EAR amendment would be brought to the Commission in December and noted that it is what is holding up other annexation requests. He indicated that the City can proceed with the annexation ordinance; however, the future land use amendment and design district designation would not be effective until adoption of the EAR amendment.

Mr. Lane noted a letter submitted by County Commissioner Leslie Campione expressing their concerns. He indicated the letter functions as an advisory input regarding policy concerns not legal concerns. He provided an overview of the project, location, current and proposed land use designation and the design district designation. He stated staff's recommendation for approval.

Attorney Garcia confirmed that the applicant has been advised about the status of the EAR amendment and the effective date of the future land use and design district ordinances.

Discussion was held regarding whether or not the applicant was aware of the issue with the EAR approval and SB 180.

Brett Jones, representing the applicant, confirmed they are OK with the situation with the EAR and SB 180. He confirmed they did conduct the community meeting at the end of October and cited various issues discussed at the meeting.

Attorney Garcia stated that staff has received a draft developer agreement which will be brought back to the Commission at a later date. She noted that the annexation cannot be dependent on the developer agreement.

Attorney Garcia opened the public hearing at 8:27 p.m.



Cindy Newton, unincorporated Lake County, questioned the contiguity of one of the two parcels and recommended approving the one contiguous parcel and then proceeding with the second parcel.

Attorney Garcia stated that would apply if the properties were owned by different property owners; however, both parcels are owned by the same entity. She indicated that the proposed annexation is allowed under state law.

Brenda Cain, owns property adjacent to proposed site, expressed concern regarding possible flooding and marsh land in that area.

Mr. Jones indicated they would take her comments under consideration and noted all of the approvals they will have to obtain prior to proceeding.

There being no further public comment, the hearing was closed at 8:33 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance Number 25-31 on final reading. Motion passed on the following vote:

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

## **5.9 SECOND READING**

### **Ordinance Number 25-32: Comprehensive Plan Amendment for Annexation of Parcels with Alternate Key Numbers 1743320 and 1407940**

Attorney Garcia read Ordinance Number 25-32 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 20.0 acres of real property at Alternate Key Numbers 1743320 and 1407940, on the north side of County Road 44, east of Sparrow Lane from Urban Low in Lake County to Suburban Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 8:34 p.m. There being no public comment, the hearing was closed at 8:34 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance 25-32 on final reading. Motion passed on the following vote:

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

## **5.10 SECOND READING**

### **Ordinance Number 25-33: Design District Assignment for Annexation of Parcels with Alternate Key Numbers 1743320 and 1407940**

Attorney Garcia read Ordinance Number 25-33 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 20.0 acres of real property at Alternate Key Numbers 1743320 and 1407940, on the north side of County Road 44, east of Sparrow Lane.

Attorney Garcia opened the public hearing at 8:35 p.m. There being no public comment, the hearing was closed at 8:35 p.m.



Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance 25-33 on final reading. Motion passed on the following vote:

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

Resolution Number 25-93: FY 2025/26 Budget Amendment for Carry-over of FY2024/25 Unencumbered Budgeted Funds for Capital Projects and Consulting Services

Attorney Garcia noted that consideration of Resolution Number 25-93 was postponed until the end of the agenda.

Rick Gierok, Public Works Director, explained that his biggest concern is the Coolidge Street project. He stated that, unless they can vote at the workshop, they risk losing the low bidder for the project. He noted that they could re-bid the project but at a risk. Regarding the cemetery project, the contract has been approved; however, he could not actually start work until the monies are moved forward. He indicated that the only project in jeopardy is the Coolidge Street project. He stated they have received the state appropriations for the North Shore culvert. He stated those funds are for engineering services and commented on how they have been working with DOT on that. He encouraged the Commission to approve the accounts pertaining to the Coolidge Street project and provided those accounts and figures to the City Attorney.

The Commission asked the amount for the North Shore culvert and the cemetery with Mr. Gierok responding the North Shore culvert amount is \$475,000. He indicated he could still pull off the cemetery project if the roll-over amendment is approved on December 9th.

Discussion was held regarding proceeding with the budget amendment for the Coolidge Street, North Shore culvert and cemetery projects.

Attorney Garcia opened the public hearing at 8:54 p.m. There being no public comment, the hearing was closed at 8:54 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Resolution Number 25-93 budget amendments for the Coolidge Street project, North Shore culvert and cemetery projects only. Motion passed on the following vote:

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

Mr. Carrino asked the Commissioners to notify him if there are specific projects they have concerns or questions about. He confirmed that staff would send to the Commission a revised exhibit.

Attorney Garcia indicated that a separate workshop to discuss the budget amendments would be advertised.

**6. Other Business: None**

**7. Future Agenda Items and Comments**

**7.1 City Commission**

Commissioner Holland requested a review of the activities for Light Up with Cheri Moan, Events and Tourism Director, reviewing the various activities. She noted the shed in the park was donated by Lark and would be used for photos with Santa Claus.



Commissioner Lee commented on the upcoming December 1st reception for the schools' tree showcase and on December 9th prior to the Commission meeting it would be open to the public. She complimented Pam Rivas and George Asbate on the graduation of the participants from the entrepreneur training program.

Vice Mayor Ashcraft asked if the agendas could be published on Thursdays to allow them more time to contact staff members. He noted he would be attending the Thanksgiving Feed Your Soul event on Thanksgiving Day in Ferran Park. He encouraged people to volunteer or donate. He cited the City's softball team that he was on and thanked all of the departments that participated. He commented on his efforts to work on economic development for the City. He emphasized that the City must be in charge of the City's destiny and not leave it to the private sector.

Commissioner Asbate commented on his attendance at the Veteran's Day celebration. He cited the need to get more people to attend. He commented on his work to start the Mega Workplace with the hope to touch 30 people a month and they are now touching over 325 per month. He commented on an app recently developed that Kirby Smith is working with that will help someone find and rent storage facilities. He cited ten presentations on high tech that were recently presented.

Commissioner Lee complimented Elis Forman for the Christmas trees in the hallway and all of the decorations around City Hall.

## **7.2 City Manager**

Mr. Carrino reminded the Commission that there would only be one regular Commission meeting in December which would be Tuesday, December 9th. The workshop with Dr. Levey would be 9 a.m. Friday, December 12th, at the Women's Club.

## **7.3 City Attorney**

Attorney Garcia wished everyone a Happy Thanksgiving.

## **7.4 Mayor**

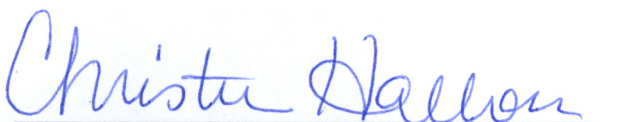
Mayor Hawkins thanked Public Works for their work in Spring Ridge following the flood.

Miranda Burrowes, Assistant City Manager, reported on her attendance at the Spring Ridge HOA meeting and indicated they were all very appreciative of the City's work on their behalf.

Mayor Hawkins commented on the success of the elementary school's tutoring program. He announced that the high school's new football coach would be attending the Chamber meeting on December 3rd. He wished everyone Happy Thanksgiving.

## **8. Adjournment: 9:10 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



Emily A. Lee  
Mayor/Commissioner