



# MINUTES

## City Commission Meeting

APPROVED 8/21/2025

6:00 PM – Thursday, August 07, 2025 – City Hall

**Invocation:** Jim Shelley, St. Mary of the Lakes Catholic Church

**Pledge of Allegiance:** Commissioner Holland

**Call to Order:** 6:12 p.m.

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

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

### **1. Agenda Update**

Tom Carrino, City Manager, noted that Item 7.2 is a reduction of fine; however, the family cannot be present due to a family emergency. He asked if the Commission wanted to proceed with that item or wait until the family can be present. It was a consensus of the Commission to proceed with consideration of the item.

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

June 21, 2025 City Commission Budget Workshop

July 18, 2025 City Commission Workshop: Downtown Development and the Eustis Community Center Site

Commissioner Holland stated he was informed that there is an error in the downtown development workshop minutes.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve the minutes of the June 21, 2025, Commission Budget Workshop. The motion passed on the following vote:

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

Mr. Carrino noted that the July 18th minutes were prepared by Mary Montez. He stated he would have staff review the recording of the workshop and then bring them back for consideration.

### **3. Presentations**

#### 3.1 Eustis Police Department Presentation of Life Saving Awards

Craig Capri, Police Chief, commented on the Eustis boxing team competing in the World of Havoc Boxing Tournament in Orlando. He announced that Ariana Varela won her first bout on a unanimous decision against a girl from Georgia that was a Junior Olympic champion. He announced that Yashiel De La Rosa also won due to other fighters being afraid to fight him. He reported on his efforts to form the Police Athletic League. He stated the bylaws are complete and he is working on the articles, and the board is in place. He noted Commissioner



Holland is on the board. He cited the need to get funding for the program in order to assist those youth who can't afford to participate.

Ms. Varela thanked the City Commission for their support of the boxing team. She commented on the possibility of competing in other tournaments.

Chief Capri announced a number of upcoming events with the first Eustis-hosted event to be in January. He commented on the popularity of the gym and the number of parents attending. He expressed support for getting the schools involved and emphasized the benefit of individual versus team sports.

Chief Capri announced he is part of the FBI National Academy (FBINA) and stated it is one of the most powerful networks of law enforcement leaders. He reported they held a Youth Leadership Academy in Hillyard, Florida. He introduced Zakai Murray as the City's representative to the academy. He commented on the benefits of the academy to the youth.

Mr. Murray, Eustis High School student, thanked Mayor Hawkins and Chief Capri for selecting him for the program. He commented on the benefits of the program and cited the number of friends he made. He noted that the experience opened his mind up to other career opportunities including the FBI and law enforcement.

Chief Capri presented lifesaving awards to Amy Burger, a flight paramedic, and Robert O'Brien, a Davenport police officer. He explained they are next door neighbors to the 5-year-old child who was injured by a firearm. He provided an update on the child's recovery from the injury.

### 3.2 Economic Development Marketing Presentations

Al Latimer, Economic Development Director, presented an update on the Economic Development study which was funded by a grant received from Duke Energy and which was matched by the City. He indicated the grant enabled the hiring of True North to conduct the marketing study. He provided an overview of Lorri Shaban's background and major projects she has been involved with.

Lorri Shaban, True North, reviewed the Economic Development Marketing Plan, and explained how it was developed. She cited the City's education and economic development partners. She reviewed the market and competitive assessment and explained how they compared Eustis to Mount Dora, Tavares, Leesburg and Lake County. She commented how the City's location affects that and on the need for a targeted industries plan. She highlighted various Lake County catalyst projects and explained their importance. She commented that they are all packaged very well. She then reviewed their SWOT analysis of the City and highlighted the City's opportunities and threats. She explained the dangers involved in becoming a bedroom community.

Ms. Shaban then reviewed the strategies highlighted in the plan. She explained that the plan is driven by audience, not geography. She emphasized that it must align with the downtown master plan and the strategic plan and that it will be refined with the targeted industry study. She stated they want to focus on employers paying higher-than-average wages. She summarized that the objective of the marketing plan is to position Eustis to more aggressively compete for business investment. She cited the need to come back and make the objectives measurable. She reviewed the various audiences including existing businesses, decision influencers and prospective businesses.

Ms. Shaban explained how they differ the message to a prospective business that is not actively looking and one that is. She reviewed the pre-assessment stage and how they explain



who Eustis is. She indicated that 2025-2026 will be a foundation year for marketing for the City. She then reviewed, explained and provided examples of the basic strategies as follows: 1) Brand identity including creation of a text mark; positioning; creation of a brand style guide; and messaging platform; 2) Tools and Content with development of branded tools, a business web portal, a video sizzle reel, materials package, and story ideas and assets; 3) Marketing activation including direct outreach such as e-newsletters, LinkedIn, media relations, conferences, presentations and speaking opportunities, and 4) Advocacy and Resources including local engagement and partnerships.

Ms. Shaban presented some ideas including the following: 1) Accelerating business competitiveness by offering business tools to local businesses such as performing a 360 degree Business Performance Review; and 2) Establishing a water technology zone. She explained how all the strategies fit together. She then reviewed the timeline and budget with an estimated total of \$78,200. She noted that they could do it inhouse or they could hire a firm to do that.

Commissioner Asbate expressed agreement with the marketing and economic development process proposed.

Vice Mayor Ashcraft asked for clarification about the audiences with Ms. Shaban responding they discussed focusing on the southeastern United States and Florida.

Vice Mayor Ashcraft asked what tools would be used with Ms. Shaban responding that it would depend on where a particular business gets its information and would vary based on the individual business.

Commissioner Lee asked about the difference between the marketing plan and what Mr. Goman is going to do.

Mr. Latimer explained that Mr. Goman will be working on attracting real estate development investors versus individual businesses. He confirmed there would be overlap between the two programs.

Commissioner Asbate confirmed Ms. Shaban's firm is a marketing company that could carry through the entire project.

Mr. Carrino indicated he would make sure all of the Commissioners received copies of the presentation.

Mr. Latimer explained that prospect development is connecting the dots between a company's ability to make a profit and the potential ability of a City's assets to support that goal. He added that the science part of generating new business prospects is mining the data and doing the analysis to convince companies they can compete in the City. He commented on LEAD and Lake County Economic Development Office's efforts to conduct prospect generating activities. He explained that Applied Marketing Sciences is more tailored in finding prospects compatible with Eustis' audience. He introduced Leigh Howe, President of Applied Marketing Sciences, and provided an overview of her background.

Leigh Howe addressed the Commission via a remote connection. She stated their task is to identify companies that want to talk to the City about what is available here. She stated they are companies that have expansion plans either already in the works or in the near future. She provided an overview of their program and methodology including research & intelligence, strategic outreach and appointment setting. She commented on possible target industries including data centers and food processing. She reviewed the various steps in the



program and what each would entail. She cited the expected outcomes and success factors. She then highlighted the keys to program success.

Mr. Carrino summarized that the previous presentation is just now wrapping up and the Applied Marketing project is just kicking off.

Al Latimer explained the bid process used to secure Applied Marketing and the budget for that. He noted there were three other companies that did not bid because their price was way higher than Applied Marketing. He indicated they are getting a good quality professional firm at an awesome price. He stated that any community that has a foundation in technology will be part of the trending future. He commented on large data centers that are purchasing large properties in Central Florida. He expressed his opinion that the City can compete in that area and noted the City's existing food processing plants. He explained that the project will provide the City with a list of contacts that they end up with that they can continue to follow up with for years.

Mayor Hawkins questioned the amount of the contract with Mr. Carrino explaining that Mr. Latimer identified data centers as an industry that the City wanted to do lead generation. He stated his feeling that the City also could be a hub for value added agricultural products. He asked that be added to the project which brought the cost to \$10,000.

#### **4. Appointments**

##### **4.1 Appointment to Code Enforcement Board - Member**

Mr. Carrino commented on the opening on the Code Enforcement Board due to the resignation of Richard Bartzler. He stated Patricia Jensen, current alternate, applied for the full board position. He noted her presence in the audience.

Commissioner Asbate expressed concern that he, as a Commissioner, was not aware of the vacancy and asked about the process and how the opening was noticed.

Mr. Carrino responded that it is not a regular process to notify the Commission about Board vacancies. However, if they would like to be notified, that can be done. He explained that staff reached out to Mr. Bartzler as his seat was coming up for reappointment. When they did so, Mr. Bartzler indicated he did not want to be reappointed. The opening was posted on the website for several months due to the previous vacancies. He noted staff did intend to advertise the vacancy on social media but that did not occur.

Commissioner Asbate stated he would like to know that a Board member has resigned so the Commissioners have the opportunity to let constituents know about vacancies.

Discussion was held regarding giving priority to the alternates and notifying them of any vacancies first.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve the appointment of Patricia Jensen to the Code Enforcement Board. The motion passed on the following vote:

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

##### **4.2 Appointments to Police Officers' Pension and Retirement System Board of Trustees**

Mr. Carrino explained there are three seats on the Police Pension Board that have expired. He stated there are five applications for the Board; however, only three can be considered for Seats #1 and #2 which are appointed by the Commission. Applicants for those



two seats must be City residents. Seat #5 which is selected jointly by the other Board members and confirmed by the Commission, does not have to be a City resident.

Mr. Carrino then stated the applicants for Seats #1 and #2 are the two current members Ken Birkhofer and Diane Thomas, and a new applicant Reginald Ward who all reside within the City. He stated they need to appoint one of those candidates to Seat #1 and one to Seat #2. He asked that they designate which appointee is for Seat #1 and which one for Seat #2 as the terms vary.

Mr. Carrino then explained that there are two applicants that are not City residents who can be considered for Seat #5. Gary Winheim, who currently serves in Seat #5, and does not reside within the City. Shikita Hill, who also does not live within City limits but is just outside, is also eligible for Seat #5. He explained they could also forward the name of the third Eustis resident who does not get appointed to the Board for consideration.

Mr. Carrino summarized they have to select two out of three from Ken Birkhofer, Diane Thomas and Reginald Ward. He noted that Mr. Birkhofer could not be present, but he asked that an email be provided to the Commission apologizing for not being present. He indicated that the three remaining names will be forwarded to the Police Pension Board for consideration for Seat #5.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to appoint Ken Birkhofer to Seat #1 and Diane Thomas to Seat #2. The motion passed on the following vote:

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

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to forward the names of Gary Winheim, Shikita Hill and Reginald Ward to the Police Pension Board for consideration for Seat #5. The motion passed on the following vote:

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

Mr. Carrino announced that the Police Pension Board has recommended amending the City code regarding the pension board. He stated he needs to discuss the proposed changes with the City attorney. He indicated the most important change is to expand the terms from two years to four years. He stated staff would review those changes and they would be brought back.

## **5. Audience to be Heard**

Elvin Seals addressed the Commission regarding a non-profit organization - the Butterfly Christmas Foundation Charity created by him and his brother. He explained they are looking to partner with local businesses, community, faith-based organizations to help underprivileged families. He stated their intent is to try and help families attain stability and self-sufficiency. He noted that he is a retired state trooper, retired deputy police chief, former Marine and an ordained minister. He indicated they are registered as a 501(c)(3). He cited their core values.

Nicie Allen Parks informed the Commission that she is member of the foundation's board. She indicated they will have their launch in December, and they will send out invitations to the Commission to be a part of that.

Joe Fumasi addressed the Commission regarding the County Charter. He expressed opposition to the County Charter and cited issues that could arise from the County Charter. He emphasized the need for Home Rule.



Commissioner Holland stated that the Lake County League of Cities will also be making a statement on that issue as well.

Daniel DiVenanzo expressed appreciation for Chief Capri's outreach to the youth in the community. He commented on the possibility of the City undertaking a parking study and stated they need at least 500 parking spaces. He cited on the need for more restaurants and for more jobs. He then commented on the engineering evaluation of Block 2 across from the post office. He stated he has seen the old engineering study; however, it was not thorough enough. He stated that any developer will need to know the size and weight of any structures. He indicated he would like to address the Commission at a future meeting regarding three things: 1) Cost of construction; 2) Projected revenue; and 3) Long term money and investments. He expressed support for doing something for George Warren due to the flooding near his pharmacy.

Chris Orr, president of Music Association of Eustis which is the booster organization for the Eustis High School band, stated they are trying to get their 26 foot trailer wrapped. He commented on how expensive that project is and cited their fundraising efforts. He indicated they have a shortfall of about \$2200 and stated they are trying to get it done prior to the first football game.

Jamie Melanson stated they are looking for sponsorships for the band trailer.

Commissioner Asbate noted there are several local companies and questioned who they are using with Mr. Melanson responding they will be using WrapMaster who is located on Kurt Street.

Mayor Hawkins confirmed that the shortfall is \$2289.

Various individuals from the audience pledged donations to the project including \$1,000 from the Commission discretionary grant funds.

Mr. Melanson addressed the Commission regarding the 100th anniversary of the Eustis High School Band. He stated they would like to participate in the City's Christmas Light Up event, the Georgefest Parade and present a jazz concert in Ferran Park following the parade. He stated they would also like to present a jazz festival on April 11th in Ferran Park with five bands participating. He encouraged the Commission to support the band during their 100th anniversary year.

Bryan Broomfield thanked the Commission, Police and Fire Departments for participating in the fellowship at St. James AME Church on the 26th. He extended an early invitation for next year and thanked everyone who was present.

RECESS: 7:47 p.m. RECONVENE: 7:54 p.m.

## **6. Consent Agenda**

### **6.1 Resolution Number 25-64: City Managers Education Initiative**

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

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



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

### **7.1 Resolution Number 25-53: Eustis Armory Fence height and type variance for property at 601 South Bay Street**

Sasha Garcia, City Attorney, read Resolution Number 25-53 by title: A Resolution of the City Commission of the City of Eustis, Florida; granting approval for a variance to the City of Eustis Land Development Regulations Section 110-5.7 to allow an eight foot barbed wire fence at the Eustis Armory at 601 South Bay Street.

Kyle Wilkes, Senior Planner, explained the request for the variance by the National Guard Armory. He stated the request is to allow a variance to the maximum height and the use of a barbed wire fence to allow the installation of an eight foot vinyl fence with barbed wire on top. He reviewed staff's analysis of the request and stated staff's recommendation for approval.

Attorney Garcia opened the public hearing at 7:58 p.m. There being no public comment, the hearing was closed at 7:58 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Resolution Number 25-53. The motion passed on the following vote:

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

### **7.2 Resolution Number 25-65: Consideration for Reduction of Fine for 1705 Blackberry Ct**

Attorney Garcia read Resolution Number 25-65 by title: A Resolution of the City Commission of the City of Eustis, Florida; providing for a compromise, reduction or satisfaction of outstanding code enforcement liens against real property located at 1705 Blackberry Court, Eustis, Florida, upon satisfaction of conditions listed herein; authorizing the City Manager to perform all necessary actions consistent with the City Commission's determination in this matter in order to give effect to the provisions of this resolution; and providing for an effective date.

Eric Martin, Code Enforcement Supervisor, explained the resolution approves a Code Enforcement Order reducing two outstanding code enforcement liens totaling \$207,350 to \$10,000 and releasing the liens against 1705 Blackberry Court, upon payment and completion of all conditions listed in the resolution. He reviewed the other options available to the Commission. He stated staff's recommendation for approval.

The Commission confirmed that the Code Enforcement Board had approved the reduction.

Discussion was held regarding why the Board agreed to such a large reduction with Mr. Martin explaining the discussion held at the Board meeting. He stated that the property has been neglected and approving the reduction will allow a new owner to rehabilitate the structure and eliminate the code violations.

Mr. Carrino asked how the \$10,000 relates to the City's administrative costs with Mr. Martin responding he had not computed the hard costs; however, it would be more than those costs plus the City avoids spending \$20,000 for a nuisance abatement. He stated the current violations have been in place since 2020.

Attorney Garcia opened the public hearing at 8:03 p.m.

Tracey and Art Young explained their family circumstances that resulted in the property being neglected. They explained they have a buyer for the property. It was noted that the reduced fine will be paid from the proceeds of the sale.



Attorney Garcia closed the hearing at 8:06 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Asbate, to approve Resolution Number 25-65 according to the Code Enforcement Board's recommendation. The motion passed on the following vote:

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

7.3 Resolution Number 25-66: Consideration of Reduction of Fine for 806 East Orange Avenue

Attorney Garcia read Resolution Number 25-66 by title: A Resolution of the City Commission of the City of Eustis, Florida; providing for a compromise, reduction or satisfaction of an outstanding code enforcement lien against real property located at 806 East Orange Avenue, Eustis, Florida; authorizing the City Manager to perform all necessary actions consistent with the City Commission's determination in this matter in order to give effect to the provisions of this resolution; and providing for an effective date.

Mr. Martin explained Resolution 25-66 approves a Code Enforcement Order reducing outstanding code enforcement fines from their current amount of \$25,050 to \$735 and releases the lien recorded against 806 E. Orange Avenue, upon payment. He reviewed the Commission's options in considering the resolution. He explained the Board reduced the fine to the amount of the City's administrative costs.

Attorney Garcia opened the public hearing at 8:08 p.m. There being no public comment, the hearing was closed at 8:08 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Resolution Number 25-66 as recommended by the Code Enforcement Board. The motion passed on the following vote:

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

7.4 Resolution Number 25-67: Consideration for Reduction of Fine for 17 South Salem Street

Attorney Garcia read Resolution Number 25-67 by title: A Resolution of the City Commission of the City of Eustis, Florida; providing for a compromise, reduction or satisfaction of an outstanding code enforcement lien against real property located at 17 South Salem Street, Eustis, Florida; authorizing the City Manager to perform all necessary actions consistent with the City Commission's determination in this matter in order to give effect to the provisions of this resolution; and providing for an effective date.

Mr. Martin explained Resolution 25-67 approves a Code Enforcement Order reducing outstanding code enforcement fines from their current amount of \$7,050 to \$0 and releases the lien recorded against 17 South Salem Street. He reviewed the options available to the Commission and stated staff's recommendation for approval. He explained the Code Enforcement Board's reasoning for reducing the fine to zero.

Attorney Garcia opened the public hearing at 8:11 p.m. There being no public comment, the hearing was closed at 8:11 p.m.



Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Resolution Number 25-67 as recommended by the Code Enforcement Board. The motion passed on the following vote:

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

Vice Mayor Ashcraft asked why any future lien reductions couldn't be placed on the Consent Agenda with Mr. Carrino explaining a previous Commissioner asked them to not be on the Consent.

It was a consensus of the Commission to place future lien reductions on the Consent Agenda where they could be pulled if necessary.

7.5 Explanation of Ordinances 25-13, 25-14 and 25-15 for Annexation, Future Land Use and Design District Designations of Parcels with Alternate Key Numbers 3862860 and 1193532

**SECOND READING**

Ordinance Number 25-13: Voluntary Annexation of Parcels with Alternate Key Numbers 3862860 and 1193532

Attorney Garcia read Ordinance Number 25-13 by title on final reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 6.18 acres of real property at Lake County Property Appraiser's Alternate Key Numbers 3862860 and 1193532, located east of Palmetto Street, north of Hollywood Avenue and northwest of Dawes Street.

Attorney Garcia opened the public hearing at 8:13 p.m. There being no public comment, the hearing was closed at 8:13 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance Number 25-13 on final reading. The motion passed on the following vote:

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

**7.6 SECOND READING**

Ordinance Number 25-14: Assigning Future Land Use to Annexing Parcels with Alternate Key Numbers 3862860 and 1193532

Attorney Garcia read Ordinance Number 25-14 by title on 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 6.18 acres of recently annexed real property at Alternate Key Numbers 3862860 and 1193532, located east of Palmetto Street, north of Hollywood Avenue, and northwest of Dawes Street, from Urban Medium in Lake County to Urban Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 8:14 p.m. There being no public comment, the hearing was closed at 8:14 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance Number 25-14 on final reading. The motion passed on the following vote:

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



## **7.7 SECOND READING**

### **Ordinance Number 25-15: Design District Assignment for Annexation of Parcels with Alternate Key Numbers 3862860 and 1193532**

Attorney Garcia read Ordinance Number 25-15 by title on 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 6.18 acres of recently annexed real property at Alternate Key Numbers 3862860 and 1193532, located east of Palmetto Street, north of Hollywood Avenue, and northwest of Dawes Street.

Attorney Garcia opened the public hearing at 8:15 p.m. There being no public comment, the hearing was closed at 8:15 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance Number 25-15 on final reading. The motion passed on the following vote:

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

## **7.8 FIRST READING**

### **Ordinance Number 25-19: Conditional Sign Permit for Orlando Health Master Sign Plan**

Attorney Garcia read Ordinance Number 25-19 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County Florida; approving a conditional sign permit for additional signage on the campus of the Orlando Health Emergency Room facility located at 15719 U.S. Highway 441.

Mr. Wilkes reviewed the proposed Conditional Sign Permit for Orlando Health – Eustis Emergency Room for Phase 1 of a two-phase medical campus development approved by the DRC in November 2024. He reviewed the applicant's request for additional wall-mounted and freestanding signs to create a cohesive campus wayfinding and branding plan with deviations from Chapter 115 limits on copy area and sign setbacks. He explained the sign plan submitted exceeds the code allowance for wall mounted and freestanding signs with a few of the freestanding signs also deviating from the setback height limitations. He explained how staff evaluates signage versus wayfinding signs and reviewed staff's analysis of the request. He stated staff's recommendation for approval.

The Commission asked that they not build within the City and then market themselves as being in Mount Dora.

Attorney Garcia opened the public hearing at 8:24 p.m. There being no public comment, the hearing was closed at 8:24 p.m.

Andrew McCown, representing GAI Consultants, confirmed that the signage will say Eustis not Mount Dora with Commissioner Asbate stating that his vote is contingent upon that.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to approve Ordinance Number 25-19 on first reading with the contingency that the facility be marketed as being in Eustis. The motion passed on the following vote:

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

### **7.9 Explanation of Ordinance Numbers 25-20, 25-21 and 25-22 for Annexation, Future Land Use and Design District Designations for Parcel with Alternate Key Number 1040141**



## **FIRST READING**

### **Ordinance Number 25-20: Voluntary Annexation of Parcel with Alternate Key Number 1040141**

Attorney Garcia read Ordinance Number 25-20 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 10 acres of real property at Lake County Property Appraiser's Alternate Key Number 1040141, located on the east side of the intersection of County Road 44 and County Road 44A.

Jeff Richardson, Deputy Development Services Director, reviewed the requested annexation and the affiliated future land use and design district designations. The requested future land use designation is General Commercial from Urban Low in Lake County with a Suburban Corridor design district. He explained there was an issue with the names in the ordinances due to a problem with the submittal application. He indicated that the ordinances have been corrected so that each has the proper names and legal description. It should be noted that Ordinance Number 25-20 annexing the 10 acres should have listed W.D. of America Inc. as the property owner; and Ordinance Number 25-23 annexing the 2.8 acres should have listed T and S Partners, LLC, as the property owner. He confirmed advertisements and notices were completed appropriately. He confirmed the request is consistent with the Comprehensive Plan and Land Development Regulations. He confirmed that the presentation covers Ordinance Numbers 25-20 through 25-25.

Attorney Garcia opened the public hearing at 8:32 p.m.

Donald Doyle, resident adjacent to subject property, stated the proposed use is incompatible and referenced the existing PUD in effect with Lake County. He stated that the existing PUD should still apply unless changed by Lake County.

Trena Marquez commented on the existing commercial uses down the road from the site. She expressed opposition to changing the site to commercial use and expressed concern regarding the effect on her property value.

There being no further public comment, the public hearing was closed at 8:36 p.m.

The Commission questioned the status of the PUD with Lake County with Mr. Richardson responding that once the City annexes the property, anything the County had on it, other than a lien, goes away. The existing PUD was entered into with Lake County, not the City of Eustis. He added that once someone sells off a portion of a site, the PUD is then null and void.

Attorney Garcia noted that the procedure would be different if it was not a voluntary annexation, but it is voluntary. She indicated that once annexed it must adhere to the City's land use regulations.

The Commission discussed not knowing what will be placed on a site following annexation.

Mr. Carrino confirmed with Mr. Richardson that Lake County Urban Low allows commercial uses.

Mr. Carrino noted they would still have to come to the City for utilities even if they didn't annex.

Attorney Garcia confirmed that the property is contiguous; therefore, they could not do an out-of-the-city agreement for utilities. It would have to be annexed to obtain utilities.

Discussion was held regarding the General Commercial designation and what could be placed on the site if it stays in Lake County.



Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-20 on first reading. The motion passed on the following vote:

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

Voting Nay: Commissioner Lee, Commissioner Asbate

#### **7.10 FIRST READING**

Ordinance Number 25-21: Assignment of Future Land Use for Recently Annexed Parcel with Alternate Key Number 1040141

Attorney Garcia read Ordinance Number 25-21 by title on first 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 10 acres of recently annexed real property at Alternate Key Number 1040141, generally located on the east side of the intersection of County Road 44 and County Road 44A.

Attorney Garcia opened the public hearing at 8:44 p.m.

Trena Marquez questioned what would be built on the site.

Donald Doyle asked the Commission to find out what will be on the site prior to annexing.

Attorney Garcia explained that as long as they comply with the code they can build whatever is allowed under that designation. She emphasized the City cannot restrict what they build as long as they follow code.

There being no further public comment, the hearing was closed at 8:47 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-21 on first reading. The motion passed on the following vote:

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

Voting Nay: Commissioner Lee, Commissioner Asbate

#### **7.11 FIRST READING**

Ordinance Number 25-22: Assignment of Design District for Recently Annexed Parcel with Alternate Key Number 1040141

Attorney Garcia read Ordinance Number 25-22 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Corridor design district designation to approximately 10 acres of recently annexed real property at Alternate Key Number 1040141, generally located on the east side of intersection of County Road 44 and County Road 44A.

Attorney Garcia opened the public hearing at 8:48 p.m.

Trena Marquez expressed opposition to the project.

There being no further public comment, the hearing was closed at 8:49 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-22 on first reading. The motion passed on the following vote:

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



Voting Nay: Commissioner Lee, Commissioner Asbate

7.12 Explanation of Ordinances Numbers 25-23, 25-24 and 25-25 for Annexation, Future Land Use and Design District Designations for Parcels with Alternate Key Number Not Yet Assigned by Lake County Property Appraiser

**FIRST READING**

Ordinance Number 25-23: Voluntary Annexation of Parcels with Alternate Key Numbers (Lake County Property Appraiser Has Not Assigned)

Attorney Garcia read Ordinance Number 25-23 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 2.8 acres of real property at Lake County Property Appraiser's Alternate Key Number (to be provided), located on the east side of the intersection of County Road 44 and County Road 44A.

Attorney Garcia opened the public hearing at 8:49 p.m. There being no public comment, the hearing was closed at 8:49 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-23 on first reading. The motion passed on the following vote:

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

Voting Nay: Commissioner Lee, Commissioner Asbate

**7.13 FIRST READING**

Ordinance Number 25-24: Comprehensive Plan Amendment for Recently Annexed Parcels with Alternate Key Number (Lake County Property Appraiser Has Not Yet Assigned)

Attorney Garcia read Ordinance Number 25-24 by title on first 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 2.8 acres of recently annexed real property at Alternate Key Number (to be determined), generally located on the east side of the intersection of County Road 44 and County Road 44A.

Attorney Garcia opened the public hearing at 8:50 p.m. There being no public comment, the hearing was closed at 8:50 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-24 on first reading. The motion passed on the following vote:

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

Voting Nay: Commissioner Lee, Commissioner Asbate

**7.14 FIRST READING**

Ordinance Number 25-25: Design District Assignment for Recently Annexed Parcels with Alternate Key Number (Lake County Property Appraiser Has Not Assigned)

Attorney Garcia read Ordinance Number 25-25 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Corridor design district designation to approximately 2.8 acres of recently annexed real property at Alternate Key Number (to be determined), generally located on the east side of the intersection of County Road 44 and County Road 44A.



Attorney Garcia opened the public hearing at 8:51 p.m. There being no public comment, the hearing was closed at 8:51 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-25 on first reading. The motion passed on the following vote:

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

Voting Nay: Commissioner Lee, Commissioner Asbate

## **8. Future Agenda Items and Comments**

### **8.1 City Commission**

Vice Mayor Ashcraft requested an update on the title search for the Eustis Community Building.

Attorney Garcia reported they are working on the title commitment. She noted that the legal descriptions from the late 1800's/early 1900's to the conveyance to the City in the 1950's are not an exact match. She explained that means they will require a survey to make sure they are covering the same area. She stated she expects to receive the commitment early next week. She added that until the title is complete they cannot issue the RFP.

Vice Mayor Ashcraft asked if they will be bringing back the LDR amendment on second reading with Attorney Garcia confirming it will come back with the caveat she had suggested.

Vice Mayor Ashcraft noted that there are other municipalities and, possibly, Lake County joining a lawsuit regarding Senate Bill 180.

Attorney Garcia confirmed there is a class action lawsuit, and they are looking for municipalities to join. She indicated that she would get additional information on the lawsuit and bring it back for the Commission to consider.

Vice Mayor Ashcraft asked how they could shorten the Commission meetings in addition to moving the lien releases to the Consent Agenda.

Mayor Hawkins recommended that the individual Commissioners contact the City Manager and/or the Assistant City Manager with any questions prior to the meetings.

Commissioner Lee asked about the CRA grant writer and coordinator positions.

Mr. Carrino stated that HR is working with Finance regarding applicants received for the grant writer position. He indicated the CRA coordinator position is still in the budget, but they probably need final approval to continue with that position. He indicated that, if approved, staff could not proceed until after October 1st.

Commissioner Lee expressed appreciation to Officer Gianni Arroyo for her help in finding assistance for local families in need. She also commented on the increased interest in the America in Bloom program. She noted they are now engaging local artists to provide visible artwork within the City. She cited Paul Snell with Eclectic Tattoo Collective, Dan Cardinal with 22 Tattoo and muralist Susie Klingberg. She asked if the yellow arches near the post office were supposed to be removed.

Mr. Carrino indicated they have discussed removing those in the past; however, there was some pushback from members of the community. He added that they will probably have to be removed as part of the downtown redevelopment.



Commissioner Asbate expressed thanks to Al Latimer for his marketing efforts and commented on taking advantage of some of the benefits from LEAD and the County. He noted the City does have issues with the County, but the County Economic Development staff have been very supportive of the incubator. He then expressed sympathy to Karen LeHeup-Smith on the recent loss of her mother.

## **8.2 City Manager**

Mr. Carrino reminded the Commission that there is a shade meeting after the Commission meeting to discuss collective bargaining. He also noted there would be a budget workshop the next morning. He commented on the League of Cities conference the following week. He stated that the Florida Redevelopment Association conference would conflict with the October 16th Commission meeting. He asked if the Commission would like to either cancel or reschedule the October 16th meeting to allow Commission members to attend that conference. He said the concern is the whether or not the conference or hotel might fill up.

The Commission suggested making the reservations and registrations and then they could cancel if they need to.

Mr. Carrino indicated he would continue to monitor their website in order to get out the agenda for the conference as soon as it is available so they can make a final decision.

Mr. Carrino cited the need to meet with the Commissioners individually to update them on various real estate items they are working on.

## **8.3 City Attorney**

Attorney Garcia noted that Mr. Carrino has asked for her to attend the budget workshop and asked if that was agreeable to the Commission. It was agreed for the City Attorney to attend the workshop.

## **8.4 Mayor**

Mayor Hawkins noted that the Commissioners get appointed to various boards and committees at the beginning of the year. He asked that they be prepared to provide reports on those committees at the next meeting.

Mayor Hawkins commented on the flooding issue at Orange and Bay. He noted he was in the road directing traffic and asked that FDOT be contacted to address that issue.

Rick Gierok explained that the outfall pipe between Bay Street and the outfall to Lake Eustis had a plug in it and the FDOT contractor was supposed to be pumping it down to do their work. He indicated they were supposed to have removed the plug but failed to do that. He added that part of the curb stop was also supposed to have been removed. He stated there are issues with the contractor and staff have been talking to FDOT. He indicated that some of it has been due to nonresponsive contractor. He added that even after the work is done some ponding may occur due to the water tables.

Commissioner Ashcraft stated that he has been assured that most of the issue will go away once the project is completed.

Discussion was held regarding the FDOT contractors and issues with them. It was noted that Representative Nan Cobb has also been contacting FDOT regarding the problem.

Commissioner Asbate reported that he found out that Duke Energy posted a notice that they will be installing another transmission line going from the north of Eustis to DeLand and



Umatilla. He stated that Umatilla refused for them to go through their City. He encouraged the City to have a discussion regarding that transmission line.

Mr. Carrino indicated they are having staff level discussions with Duke, and they can update the Commission.

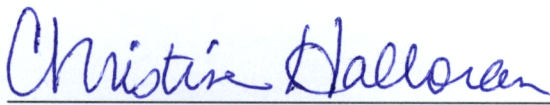
Mayor Hawkins emphasized the need for Duke Energy to come before the Commission with Mr. Carrino indicating he would schedule for them to attend a meeting.

Mayor Hawkins noted that during a heated discussion at a workshop Police Chief Craig Capri attempted to quiet the situation and he told him to take a seat. He stated it was not his intent to admonish him in public; therefore, he wanted to publicly apologize as he knows that he was acting in the best interest of the Commission and the City. He commented on the number of phone calls and emails he has received expressing support for the direction the City is headed in. He expressed his pride in the City and his love for its residents. He invited people to visit the City and expressed appreciation for their interest and business in the City.

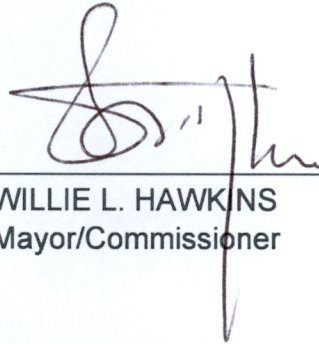
Mayor Hawkins then complimented the City's staff members on their professionalism and dedication to the City.

**9. Adjournment: 9:18 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