



# AGENDA

## City Commission Meeting

6:00 PM – Thursday, April 17, 2025 – City Hall

**Invocation: Moment of Silence**

**Pledge of Allegiance: Commissioner Michael Holland**

**Call to Order**

**Acknowledge of Quorum and Proper Notice**

**1. Agenda Update**

**2. Approval of Minutes**

[2.1](#) Approval of Minutes

April 3, 2025 City Commission Meeting

**3. Presentations**

[3.1](#) Amazing Race Charity Distribution

[3.2](#) FY 2023/2024 Audit Presentation

[3.3](#) Presentation and Acceptance of the City's Audited Annual Financial Reports for the fiscal year ending September 30, 2024

**4. Appointments**

[4.1](#) Appointments to the Historic Preservation Board (HPB) – 3 Members and 1 Alternate

**5. Audience to be Heard**

**6. Consent Agenda**

[6.1](#) Resolution Number 25-25: Public Records Exemption for Municipal Clerks and Employees who perform municipal elections or code enforcement functions

[6.2](#) Resolution Number 25-28: Authorizing an Expenditure for the Water Department Office Building Generator Replacement through Tradewinds Power Corporation Totaling Expenditures in Excess of \$100,000

[6.3](#) Resolution Number 25-29: Approving an Expenditure in Excess of \$100,000 for the Public Utilities 2025 Reclaimed Water Master Plan Update

[6.4](#) Resolution Number 25-31: Authorizing Award of Bid Number 002-25 to Cacique Utilities for the County Road 44 Force Main Bypass Connection and Approving a Purchase in Excess of \$100,000

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

[7.1](#) Resolution Number 25-32: Amending The City Of Eustis 2016 Redevelopment Plan By Adopting The 2025 Downtown Master Plan Final Draft

## **7.2 SECOND READING**

Ordinance Number 25-01: Amendment to Chapters 102 and 109 of the Land Development Regulations

## **7.3 Explanation of Ordinances 25-03, 25-04 and 25-05 Explanation of Ordinances For Annexation of Parcels with Alternate Keys 1097070 and 1094712**

Ordinance Number 25-03: Voluntary Annexation

Ordinance Number 25-04: Comprehensive Plan Amendment

Ordinance Number 25-05: Design District Assignment

## **FIRST READING**

Ordinance Number 25-03: Voluntary Annexation of Parcels with Alternate Keys 1097070 and 1094712

## **7.4 FIRST READING**

Ordinance Number 25-04: Changing the Future Land Use Designation of Recently Annexed Real Property for Parcels with Alternate Keys 1097070 and 1094712

## **7.5 FIRST READING**

Ordinance Number 25-05: Assigning the Rural Neighborhood Design District Designation to Recently Annexed Real Property for Parcels with Alternate Keys 1097070 and 1094712

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

### **8.1 City Commission**

### **8.2 City Manager**

### **8.3 City Attorney**

### **8.4 Mayor**

## **9. Adjournment**

This Agenda is provided to the Commission only as a guide, and in no way limits their consideration to the items contained hereon. The Commission has the sole right to determine those items they will discuss, consider, act upon, or fail to act upon. Changes or amendments to this Agenda may occur at any time prior to, or during the scheduled meeting. It is recommended that if you have an interest in the meeting, you make every attempt to attend the meeting. This Agenda is provided only as a courtesy, and such provision in no way infers or conveys that the Agenda appearing here is, or will be the Agenda considered at the meeting.

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (Florida Statutes, 286.0105). In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the City Clerk 48 hours prior to any meeting so arrangements can be made. Telephone (352) 483-5430 for assistance.



## City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Approval of Minutes

April 3, 2025 City Commission Meeting

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**Introduction:**

This item is for consideration of the minutes of the April 3, 2025 Eustis City Commission meeting.

**Recommended Action:**

Approval of the minutes as submitted.

**Prepared By:**

Mary C. Montez, Deputy City Clerk

**Reviewed By:**

Christine Halloran, City Clerk



# MINUTES

## City Commission Meeting

6:00 PM – Thursday, April 03, 2025 – City Hall

**Invocation:** Jocelyn Williamson, Central Florida Freethought Community

**Pledge of Allegiance:** Jermari'e Harvard, Eustis Elementary School Student

**Call to Order:** 6:03 p.m.

### Acknowledge of Quorum and Proper Notice

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

### 1. Agenda Update: None

### 2. Approval of Minutes

March 20, 2025 City Commission Meeting

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

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

### 3. Presentations

#### 3.1 Recognizing Students Who Participated in the Changing of the Guard at the Tomb of the Unknown Soldier

Commissioner Asbate left the meeting at 6:04 p.m. and returned at 6:05 p.m.

Mayor Hawkins introduced the students from Eustis Middle School who participated in the placing of a wreath at the Tomb of the Unknown Soldier, located in Arlington National Cemetery, during a trip to Washington D.C.

Yuna Nelson reported on behalf of the four students from Eustis Middle School and described what occurred during the ceremony. Vice Mayor Ashcraft and Commissioner Holland presented Civic Pride awards to the four students: Yuna Nelson, William Graham, Rhett Woolley and Anthony Canzonetta.

#### 3.2 Seaplane Infrastructure Presentation

Ryan Benaglio, City resident, spoke about his proposal for establishment of the Lake Eustis Seaplane Base. He commented on how the proposal would meet some of the goals of the downtown master plan. He provided a brief history of his background and noted he is the owner of Fly Umatilla Flight School.

Mr. Benaglio reviewed the types of seaplanes and bases for multiple uses including commercial, public, and private. He cited the seaplane base in Tavares and noted one of the planes used to be constructed in Tavares. He discussed adventure tourism and commented on the number of seaplanes in Florida. He explained how it could add to the City's value and

emphasized the demand for flight instruction. He stated it would work with Tavares and n against it. He noted other area airports and seaplane bases (SPB).

Mr. Benaglio explained why the City would want a SPB citing the following items: 1) Most often sea plane rating is an add-on rating to a pilot license; 2) Usually requires 4 to 6 hours of flight training and 4 hours of ground instruction for 3 days total training; 3) Seaplane tours can be from 15 minutes to full day adventures; and 4) The two nearest full time seaplane schools are Jack Browns' in Winter Haven and Jones Brothers in Tavares both of which are three to four months out to book a training. He stated there is also a delay in getting cruises. He noted that Tavares has a bird tower for public information. He indicated Tavares has 400 flights per month not counting the older planes without transponders. He commented on their recent 3-day seaplane and barbecue event.

Mr. Benaglio cited the Commission's efforts to get a cruise boat out of the City and the benefits to adding seaplanes as well. He provided some renderings of possible infrastructure and stated his request to proceed with approving a seaplane base on Lake Eustis; hiring a vetted seaplane consultant, Christopher "Doc" Bailey; and having open waterfront space and public docking for seaplanes.

The Commission asked if the purpose is to offer a seaplane training facility with Mr. Benaglio indicating he would like to have two things - a seaplane for training and a seaplane for tourism.

The Commission asked what else the City would get out of it besides more tourists with Mr. Benaglio stating his belief that it would help energize the downtown and bring in people to explore what else the City has to offer.

The Commission asked if the spaces would be leased with Mr. Benaglio responding affirmatively. The Commission asked if there would be a lot of preparation with Mr. Benaglio commenting on his meetings with City staff. He indicated it wouldn't require any extra permitting. He stated that the consultant would cost about \$25,000 and would help the City get approved through the FAA within 90 days. He indicated that gets retained until the City decides to shut it down.

The Commission asked about having fuel with Mr. Benaglio indicating that fuel would not be necessary as most planes get their fuel elsewhere. He explained what would be necessary. He noted it would add approximately five new employees.

Further discussion was held regarding the Tavares base and whether or not the flight students would stay in the City overnight. Mr. Benaglio indicated the City could charge fees to allow people to leave their planes overnight.

The Commission asked how far a plane can go on a tank of fuel with Mr. Benaglio responding that is calculated based on air time and milage. He indicated he can get to the Keys in 1.75 hours and all on one tank.

The Commission asked what it would cost to implement fuel with Mr. Benaglio indicating he did not know. He noted he has a fuel truck with a 500 gallon trailer and that cost a couple of thousand dollars. He added it would require permitting through the proper channels.

Discussion was held regarding the possibility of having fly-ins and related events. It was suggested that the Commission direct staff to investigate the proposal and providing fuel. It was also noted that the tour boat needs to be moved forward.

Tom Carrino, City Manager, suggested that they set up a meeting with Mr. Bailey to discuss what it will take, what infrastructure will be required and, perhaps, to submit a proposal. He

noted that the City has a maritime engineer onboard and their suggestions are different than Trident's. He indicated they could ask Mr. Bailey for a proposal which they could bring back to the Commission. It was recommended that Trident be included in the conversations.

The Commission confirmed that their base would appear on the maps with Mr. Benaglio indicating that he would also provide publicity for the base. He reported that would be investing approximately \$550,000 in his project. He commented on how quickly he could get the planes.

The Commission asked where the City was with the tour boat with Mr. Carrino stating they have engaged a maritime engineer to design the infrastructure. He indicated that the engineer is questioning the amount of dock the company wants. It was noted that the seaplanes could be up and running sooner than the tour boat.

Discussion was held regarding what the planned infrastructure is for the tour boat, how soon the seaplane project could be completed and how the projects could be done concurrently. Discussion was also held regarding the project being part of the CRA.

CONSENSUS: It was a consensus of the Commission for staff to set up the meetings as suggested.

#### **4. Audience to be Heard**

No one came forward at that time.

#### **5. Consent Agenda**

5.1 Resolution Number 25-20: Annexation Agreement To Provide Water Service Outside the City Limits for 37121 County Road 452

5.2 Resolution Number 25-26: Authorizing Execution of Memorandum of Agreement between the City of Eustis Police Department and the United States Immigration & Customs Enforcement (ICE)

5.3 Resolution Number 25-27: Authorizing Execution of Mutual Aid Agreement between Eustis Police Department and Lake County Sheriff's Office

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

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

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

6.1 Explanation of Ordinances for Annexation, Future Land Use Designation and Design District Designation of Parcel with Alternate Key 2612525

#### **SECOND READING**

Ordinance Number 25-06: Voluntary Annexation of Parcel with Alternate Key 2162525

Sasha Garcia, City Attorney, read Ordinance Number 25-06 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 2.86 acres of real property at Lake County Property Appraiser's Alternate Key Number 2612525, generally located on the east side of State Road 44 opposite the intersection with Lake Joanna Drive.

Attorney Garcia opened the public hearing at 6:43 p.m. There being no public comment, hearing was closed at 6:43 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to adopt Ordinance 25-06 on final reading. Motion passed on the following vote:

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

## **6.2 SECOND READING**

### **Ordinance Number 25-07: Assignment of Future Land Use District for Annexing Parcel Alternate Key Number 2612525**

Attorney Garcia read Ordinance Number 25-07 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 2.86 acres of recently annexed real property at Alternate Key Number 2612525, generally located on the east side of State Road 44 opposite the intersection with Lake Joanna Drive, from Urban Low in Lake County to Mixed Commercial Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 6:44 p.m. There being no public comment, the hearing was closed at 6:44 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Lee, to adopt Ordinance Number 25-07 on final reading. Motion passed on the following vote:

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

Mr. Carrino noted that at the previous Commission meeting a member of the public asked about the mix Citywide of commercial use versus residential use. He acknowledged that the Comprehensive Plan does address an ideal mix and goals that they are trying to meet. He stated that Development Services conducted a parcel by parcel analysis of the commercial and residential uses throughout the City. The result showed that the City is in compliance with the Comprehensive Plan and staff will have to monitor that moving forward. He reported that about 15% of the MCR is single family residential and the Comprehensive Plan says they should have between 15 and 25%. He stated that when projects such as the North 19 project come online that will shift the percentages some. He thanked staff for their work on that report and noted that he forwarded that information to Cindy Newton.

## **6.3 SECOND READING**

### **Ordinance Number 25-08: Assignment of Design District for Annexing Parcel Alternate Key Number 2612525**

Attorney Garcia read Ordinance Number 25-08 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 2.86 acres of recently annexed real property at Alternate Key Number 2612525, generally located on the east side of State Road 44 opposite the intersection with Lake Joanna Drive.

Attorney Garcia opened the public hearing at 6:46 p.m. There being no public comment, the hearing was closed at 6:46 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to adopt Ordinance Number 25-08 on final reading. Motion passed on the following vote:

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

#### **6.4 FIRST READING**

##### **Ordinance Number 25-01: Amendment to Chapters 102 and 109 of the Land Development Regulations**

Attorney Garcia read Ordinance Number 25-01 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City's Land Development Regulations as follows: (1) Amending Section 102-11(b): Community Meeting; (2) Adding sub-sections to Section 109.4-Use Regulations Table to include definitions and requirements for the following uses: "retail smoke shop," "tattoo establishment," and "massage establishment"; Amending Section 109.4 – Use Regulations Table to add as a conditional and/or permitted use the following uses: "self-service storage," "retail smoke shop," "tattoo establishment," and "massage establishment"; providing for applicable legislative findings; providing for codification, scrivener's error, severability, conflicts, and an effective date.

Mike Lane, Development Services Director, confirmed there were no questions from the Commission.

Attorney Garcia opened the public hearing at 6:48 p.m. There being no public comment, the hearing was closed at 6:48 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft, to approve Ordinance Number 25-01 on first reading. Motion passed on the following vote:

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

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

### **7.1 City Commission**

Vice Mayor Ashcraft commented about developers coming to Eustis for MCR due to Eustis considering changing the densities on single family homes. He stated the City needs to either take a break from annexing property or have a serious discussion about MCR (Mixed Commercial Residential).

Mayor Hawkins indicated he had been thinking similarly and emphasized the need to concentrate on the downtown. He added they should just let all the projects already underway to come to fruition.

Vice Mayor Ashcraft responded the City needs to focus on commercial development, jobs and businesses. He named various businesses that are either closing or relocating. He suggested imposing a moratorium on annexations or have a serious discussion on MCR. He commented on a visit he had at the Asian cultural center on the east side of town. He stated the owners spoke about the possibility of the City considering partnership with Japan. He noted the Governor has signed a proclamation on that issue.

Commissioner Holland thanked the City Commissioners for their attendance in Tallahassee and indicated he would provide an update at the next meeting. He stated that, so far, all of the City's projects have been partially funded, depending on what the Governor does and the Senate. He commented on some bills that would have hurt small cities have been drastically

changed or pulled. He thanked Continental Strategies and City staff for their assistance in coordinating meetings with the Governor's staff.

Mayor Hawkins also expressed thanks to Continental Strategies.

Commissioner Holland also thanked Charlotte Jordan working with the local office and Nan Cobb in the House of Representatives. He and Mayor Hawkins both stated that Nan Cobb is representing Eustis well.

Commissioner Lee commented on the legislative meetings. She noted that she and Commissioner Holland had stayed extra days and toured the Brownsville Preparatory School and cited their excellence in reading and writing. She expressed the hope that they would visit the City. She reported on the City's America in Bloom (AIB) activities. She stated that the AIB evaluators would be in the City during the 4th and would leave on the 7th. She thanked everyone for their assistance.

## **7.2 City Manager**

Mr. Carrino announced staff is working with a consultant on the evaluation of the Eastern Utilities. He indicated they are having difficulties in scheduling their presentation. He stated they will need at least two hours and asked if they want it on a regular Commission agenda or do they want a separate workshop. He suggested April 17th or May 1st.

Discussion was held regarding scheduling the presentation. It was a consensus to schedule the presentation for 4:00 p.m. on May 1<sup>st</sup> as a workshop.

Mr. Carrino asked if they wanted to cancel the July 3rd meeting. He noted July does have five Thursdays and asked if they wanted to consolidate everything into one meeting on July 17th or reschedule the meeting to another date. It was a consensus to consolidate everything into July 17<sup>th</sup> and cancel the July 3<sup>rd</sup> meeting.

Mr. Carrino noted they would still be trying to schedule the budget workshops with Commissioner Asbate asking what is the latest the Commission can hold a budget workshop.

Mr. Carrino explained they don't want to go into August due to needing to get everything together for the September budget hearings. He added they can't go too early into June either due to not having the information needed to prepare the draft budget.

Lori Carr, Finance Director, responded that August is too late because they have to have the tentative millage set by August.

Mr. Carrino asked to schedule some time on a future agenda to discuss the Chamber of Commerce and their physical location. He reported there is a large picture window broken which will cost approximately \$1,600 to replace including glass and stucco. He indicated he was inclined to make the repair but the Commission and Chamber need to discuss the future of that building. He asked if there is any objection to the repair or holding the discussion.

Discussion was held regarding the cost of the proposed repair with Mr. Carrino indicating they have a quote for the repair. It was a consensus to proceed with the repair and to schedule a discussion regarding the building. It was noted that they need to also consider the history of the building in making the decision.

## **7.3 City Attorney: None**

## **7.4 Mayor**

Mayor Hawkins announced the Sparkle and Shine Prom for the disabled and invited them to attend on Saturday at the Community Center. He listed some of the related activities.

Mr. Carrino reminded the Commission about the master plan workshop on Saturday, followed by discussion regarding Trout Lake Nature Center.

Commissioner Asbate asked about publicity for the workshop with Mr. Carrino indicating he asked Jamie Lanford and Al Latimer to get it out on social media and possibly door-to-door. Ms. Lanford confirmed it would be placed on social media on Friday with Commissioner Asbate expressing concern regarding the timing.

Mr. Carrino indicated that a legal ad was also published in the newspaper regarding the workshop. Ms. Lanford and City Clerk Christine Halloran indicated it was also on the public notice on the City's website.

Commissioner Lee asked if she could still donate some gowns for the prom with Mayor Hawkins informing her how to provide them.

Mayor Hawkins reported the previous week he received a phone call regarding a grandmother that had just gotten custody of her two grandchildren and there was no water. She went to the Water Department and met with someone and they put her on a payment plan. They also bought food for the family and clothes for the children. He commented on how special the City's employees are and stated they are not always appreciated. He expressed appreciation for the Water Department employees.

Mayor Hawkins indicated he would like to discuss things that are in the City's purchase acquisition pipeline. He explained he had asked for a list of outstanding items and there is one that goes back to October. He asked how purchases are processed and wanted to know what could be done to speed up the process.

Mayor Hawkins then commented on the accident that occurred that claimed the lives of three local women. He noted there would be a community prayer vigil for them and encouraged people to attend.

## **8. Adjournment: 7:17 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.*

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CHRISTINE HALLORAN  
City Clerk

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WILLIE L. HAWKINS  
Mayor/Commissioner



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Amazing Race Charity Distribution

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## **Introduction:**

The Amazing Race For Charity was held Saturday, March 29 in Eustis. Sponsored by many local businesses, the goal of the event is to raise funds for area non-profits serving Eustis residents and making a positive difference in our community.

## **Background:**

Previously organized by a non-profit Board of Directors, the Amazing Race was handed off to the Eustis Events & Communication Department. The goal of the Department was to not only keep the successful event running, but to seek continuous improvement and increase the charitable contributions.

## **Recommended Action:**

The Event team proudly recommends awarding \$41,850 to local charities. These charities were chosen through a formal application and committee selection process. Each organization was required to be a part of the annual Amazing Race for Charity by supplying volunteers and challenge support. Three groups went above and beyond hosting more than one challenge and/or water station, bringing dozens of volunteers, and creating an exciting atmosphere for our race participants. The following organizations will be receiving a donation: Worth it Suicide Outreach and Support Inc, Humane Society of Lake County, Habitat for Humanity of Lake-Sumter Florida, Hand in Hand Recovery, ECS4Kids, Education Foundation of Lake County, Trout Lake Nature Center, Lake Cares Inc. Food Pantry, Companions for Courage, LovExtension, Inc., Alee Academy Charter School and the Eustis African American Heritage Celebration Committee, Inc.

## **Budget/Staff Impact:**

Initial funding of \$27,500 was budgeted in the 2024-2025 fiscal year. With the help of generous sponsors and a large race turnout, \$14,350 in additional funds were raised and are being distributed in accordance with the mission of the race.

## **Prepared By:**

A'zhane Faulknor

## **Reviewed By:**

Tom Carrino, City Manager



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: APRIL 17, 2025

RE: FY 2023/2024 AUDIT PRESENTATION

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**Introduction:**

Representatives from the City's audit firm, Purvis, Gray and Co., will give a brief presentation of the results of the FY 2023/2024 Annual Comprehensive Financial Report.

**Attachments will be distributed prior to the meeting:**

Governance Letter  
FY 2023/2024 Annual Comprehensive Financial Report

**Prepared by:**

Lori Carr, Finance Director



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: APRIL 17, 2025

RE: PRESENTATION AND ACCEPTANCE OF THE CITY'S AUDITED ANNUAL  
FINANCIAL REPORTS FOR THE FISCAL YEAR ENDING SEPTEMBER  
30, 2024

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**Introduction:**

Representatives from the City's audit firm, Purvis, Gray and Co., will give a brief presentation of the results of the FY 2023/2024 Annual Comprehensive Financial Report (ACFR) for the City of Eustis and the Financial Statements and Independent Auditor's Report for the Eustis Downtown and East Town Redevelopment Agency for the fiscal year ending September 30, 2024.

**Recommended action:**

Acceptance and approval of the City's Annual Comprehensive Financial Report and the Eustis Downtown and East Town Redevelopment Agency Financial Statements for the period ending September 30, 2024.

**Attachments:**

- Annual Comprehensive Financial Report for the year ending September 30, 2024, for the City of Eustis.
- Governance Letter
- Financial Statements and Independent Auditor's Report for the Eustis Downtown and East Town Redevelopment Agency for the fiscal year ending September 30, 2024.

**Prepared by:**

Lori Carr, Finance Director

## GOVERNANCE LETTER

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Eustis, Florida (the City) as of and for the year ended September 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 23, 2024. Professional standards also require that we communicate to you the following information related to our audit.

### Significant Audit Matters

#### **Qualitative Aspects of Accounting Practices**

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2024. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

#### *Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Estimation of the Allowance for Doubtful Accounts—Management's estimate for the allowance for doubtful accounts is based on historical collection rates and an analysis of the collectability of individual receivables.
- Depreciation—The City uses straight-line depreciation and industry useful lives. The useful lives are reviewed annually by management for reasonableness.

## CERTIFIED PUBLIC ACCOUNTANTS

Gainesville | Ocala | Tallahassee | Sarasota | Orlando | Tampa

[purvisgray.com](http://purvisgray.com)

Members of American and Florida Institutes of Certified Public Accountants

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

- Pension Actuarial Methods and Assumptions—Management’s estimates are based upon risk and market factors affecting governmental entities of similar sizes and employee census information. Management also uses the assistance of an actuary hired by the City to project estimated contributions.
- Leases/SBITA—Management’s estimate related to the initial measurement of lease assets and liabilities, interest expense, lease term, present value of lease payments and fair value of underlying assets is all based on terms in the agreements and the discount rate, based on the implementation on Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases* and GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*.
- Pension and Other Postemployment Benefits (OPEB)—Management’s estimates of the net pension liability, unfunded actuarial accrued liability, and net OPEB obligation are based upon actuarial methods and assumptions, which are selected based on risk and market factors affecting governmental entities of similar sizes and employee census information. Management also uses the assistance of an actuary hired by the City to project estimated contributions.
- Florida Retirement System (FRS) Pension Liabilities—As a participating employer in the FRS, the City has recorded its share of the FRS net pension liability and related deferred outflows/inflows on its statement of net position. These numbers are estimates based on assumptions embedded in the employer allocations. If these assumptions were changed, the reported amounts could be significantly affected. In addition, because the FRS operates on a fiscal year ending June 30, there is a difference between the measurement date of these numbers (June 30, 2024) and the reporting date (September 30, 2024).
- Investment Fair Value—Management’s estimate of the fair value of financial instruments is based on the fair market value of the security at a particular point in time.
- Valuation of Donated Capital Assets—When capital assets are donated to the City, management estimates the value to record by obtaining the acquisition value from the donor or from the value of similar assets.

We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

#### **Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### **Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management elected not to record depreciation in the amount of \$73,620 in the Proprietary funds. The net effect of this entry results in an overstatement of assets and overstatement of Net Position for this amount. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The uncorrected

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

misstatements or the matters underlying them could potentially cause future period financial statements to be materially misstated, even though, in our judgment, such uncorrected misstatements are immaterial to the financial statements under audit. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

#### **Disagreements with Management**

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### **Management Representations**

We have requested certain representations from management that are included in the management representation letter dated March 28, 2025.

#### **Management Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### **Other Audit Findings or Issues**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

During the course of our audit, we also noted the following:

##### ■ **Building Department Net Position**

Based on our review of the building department's operations, it appears the restricted net position (unexpended balances) exceeds the average of its operating budget for the previous four fiscal years less any reserves per Florida Statute 553.80(7)(a). This results in an excess unexpended carryforward which is not in compliance with Florida Statute 553.80(7)(a) and is subject to Florida Statute 553.80(7)(a)(2), "A local government must use any excess funds that it is prohibited from carrying forward to rebate and reduce fees". We recommend management determine treatment of the building fund excess reserves to become compliant with the Florida Statutes.

#### **Other Matters**

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Schedule of Expenditures of Federal Awards, combining and individual non-major fund statements and schedules, and non-major fund budgetary comparison schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the Transmittal Letter or Statistical Information, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

#### **Restriction on Use**

This information is intended solely for the information and use of Honorable Mayor, City Commissioners, and management of the City, and is not intended to be, and should not be, used by anyone other than these specified parties.

*Purvis Gray*

March 28, 2025  
Ocala, Florida



# Annual Comprehensive Financial Report

FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024



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## INTRODUCTORY SECTION

### Annual Comprehensive Financial Report City of Eustis, Florida





**City of Eustis**

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

March 28, 2025

To the Honorable Mayor, City Commissioners, and Citizens of Eustis:

It is an honor to submit this Annual Comprehensive Financial Report for the City of Eustis (City) for the fiscal year ending September 30, 2024. The report fulfills the requirements set forth by City ordinance and State law, by the City Charter Article V, Florida Statutes Chapters 11.45 and 218, and the Rules of the Auditor General 10.550, which requires that all local governments publish each fiscal year a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles (GAAP) and audited under auditing standards generally accepted in the United States by a firm of licensed, certified public accountants.

This Annual Comprehensive Financial Report consists of management's representations concerning the finances of the City. Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, the management of the City has established a comprehensive internal control framework that is designed both to protect the City's assets from loss, theft, or misuse and to compile reliable information for the preparation of the City's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City's comprehensive internal controls framework has been designed to provide reasonable rather than an absolute assurance that the financial statements are free from material misstatement. As management, we assert that this financial report is complete and reliable in all material respects to the best of our knowledge and belief.

Chapters 11.45 and 10.550, Florida Statutes require independent certified public accountants to perform an annual financial audit. The audit was completed by Purvis Gray and Company, LLP, a firm of licensed, certified public accountants who meet the additional requirements necessary to audit governmental units.

The goal of the independent audit is to provide reasonable assurance that the City's financial statements for the fiscal year ended September 30, 2024, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used, significant estimates made by management and evaluating the overall financial statement presentation.

The auditors expressed an opinion that the City's financial statements for the fiscal year ended September 30, 2024, are fairly stated in conformity with accounting principles in the United States. This is the most favorable conclusion, commonly known as an "unmodified" or clean opinion. The Independent Auditor's Report is presented as the first component of the Financial Section of this report.

## Transmittal Letter

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the Basic Financial Statements in a Management's Discussion and Analysis (MD&A) document. This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the Independent Auditor's Report.

## PROFILE OF THE CITY

The City of Eustis is in Lake County, Florida, approximately 25 miles northwest of Orlando, Florida. The City's boundaries span over 12 square miles of gently rolling countryside and lakes, with a service area of approximately 26 square miles. The City was incorporated in 1883 and most recently amended the City Charter in 2018. A Charter Review Committee made appropriate recommendations, which updated and streamlined the Charter to current State statutes.

Lake County is part of the Orlando Metropolitan Statistical Area (MSA). In addition to Lake County, the area includes Orange, Seminole, and Osceola counties. The inclusion of Lake County in the Orlando MSA indicates that most people live, work, earn and spend money in this defined geographic area. The hub of this MSA is Orange County and Lake County serves as a residential unit of the MSA.

The City has an estimated population of 24,180 as of April 1, 2024, and provides a full range of general municipal services, including:

- Building Inspections
- Code Enforcement
- Community and Economic Development
- Parks, Recreation, Library, and Cultural Affairs
- Police and Fire Protection
- Stormwater Management
- Street Maintenance, Traffic Engineering, and Parking
- Water and Wastewater Services

Internal support services include the following:

- Financial Services - Budget, Payroll, Accounts Payable and Accounts Receivable.
- Citywide Management - Administration, Information Technology, Human Resources, Labor Relations and Risk Management.
- Legal Services
- Facilities Management
- Public Relations

## Transmittal Letter

Solid waste disposal is provided under a franchise agreement and is performed by a private company. The City's existing agreement expired December 31, 2024. The City submitted a Request for Proposals and negotiated a new agreement. Under the new agreement, the City will be transitioning from a waste/recycle program to a waste-to-energy program for all residential customers.

In addition to the above activities, the City exercises oversight responsibility for the Community Redevelopment Agency (CRA). Accordingly, these activities are included in the City's annual reporting document and are reflected in Note 1 in the Notes to the Financial Statements.

The City utilizes a Commission/Manager form of government. Five Commission members are elected to staggered four-year terms. Each year the Commission chooses a new Mayor and Vice Mayor from the current group of Commissioners. Elections are held on the first Tuesday after the first Monday in November, and the elected candidates take a seat during the first City Commission meeting in January.

The City Manager is a full-time position appointed by the Commission and serves as the City's Chief Executive/Administrative Officer. The City Manager, per the charter, appoints both the Finance Director and the City Clerk. Once the City Manager appoints these positions, the City Commission must also approve the positions. The charter authorizes departments for Finance, Police, Fire, Water, Sewer, and Public Works. Other departments may be established by ordinance upon the recommendation of the City Manager. A Director shall head each department, subject to the discretion of the City Manager.

The annual budget is the City's financial planning and control foundation. All City departments are required to submit annual requests for appropriations to the City Manager. The City Manager uses these requests to develop the proposed budget.

The City Manager presents the proposed budget to the City Commission for review no less than forty-five (45) days before the expiration of each fiscal year. The City Commission must hold two (2) public hearings on the proposed budget and adopt a final budget no later than September 30th, the close of the City's fiscal year. The appropriated budget is prepared by fund, function, and program. Budgets for all governmental fund types are adopted consistent with generally accepted accounting principles. Budget-to-actual comparisons are provided for each governmental fund. After adoption of the annual budget, the City Commission must still approve all purchases over \$100,000 in addition to any amendments to the budget. Staff prepares a resolution for any increase in expenditures to amend the budget.

The City also prepares a Five-Year Capital Improvement Plan (CIP), which is reviewed and updated annually. The Five-Year CIP provides a Citywide plan for utility improvements, equipment replacements, and growth-related projects. The plan details the development of revenue projections and capital needs assumptions. The Sales Tax Capital Projects Fund revenue also provides funding for many improvements that benefit the community, such as infrastructure, police and fire vehicles, equipment, and parks and recreation enhancements.

Budgeted revenue and operating expenditures are typically conservative and calculated based on the most recent history of revenue with a modest increase in expenditures. In addition to these general assumptions, each department estimates the workforce and equipment necessary to maintain adequate service levels. The City maintains a healthy unassigned fund balance in the General Fund of \$19.6 million, which is 97.2% of the total fund balance, which includes an emergency contingency of \$405,873.

## Transmittal Letter

As stated above, the City develops multi-year forecasts for the major funds and capital improvement plan. Some of the key projects reflected in the capital improvement plan are:

- Multiple community park improvements
- Street rehabilitation, including sealing and resurfacing projects
- Library facility maintenance and computer upgrades
- Citywide information technology upgrades
- Water and sewer improvements
- Public Safety vehicle replacement program
- Improvements to buildings
- Major equipment upgrades in Public Works

## Factors Affecting Financial Condition

The information presented in the financial statements is best understood when considered from the broader perspective of the specific environment within which the City operates.

The local economy was less impacted by inflation of 3.20% in June, 2024, than it was in June, 2023 with an inflation rate of 4.10%. The growth in property tax revenues have more than offset inflation over the past year. This City's 2024 tax value was \$1,671,265,493, including new construction. The City's final 2023 taxable value was \$1,505,354,506, including new construction. This represents a year-over-year increase of 11.02%.

The unemployment rate for the County rose from 3.20% in December, 2023 3.3% in December, 2024.

The City's tax base is primarily residential, as evidenced by the number of utility accounts served. With over 13,000 utility accounts, the City has just over 800 commercial utility accounts. This proportion illustrates that the City is more of a bedroom community for the Orlando MSA than a commercial or industrial hub. The City addresses its future needs by adjusting for the fact that the City's direction has shifted from an agricultural community to a substantially residential one.

The State of Florida has found the City's Comprehensive Plan to be in compliance with statutory requirements. This Plan is mandated under the State's growth management regulations. The Plan's objective is to address the needs of a predominantly residential community with provisions for light commercial and industrial sectors and to establish a well-rounded community that serves the needs of the citizens. This Plan reinforces and sets the future direction of the City.

Based on current and future needs outlined in the Plan, the City has identified and established appropriate projects and funding sources to complete its goals. A State Revolving Loan and Revenue Bond have provided funding for water, sewer, and other infrastructure needs. The City adopted impact fees for water, sewer, recreation, police, fire, and library services. These fees can be used for eligible growth-related projects.

The City adopted new Land Development Regulations (LDRs) in 2008, and the Commission adopted amendments in 2015, 2016, 2017, 2019, and 2024. The LDRs set forth requirements for density, open space, and compatibility.

## Transmittal Letter

The City has established a Joint Planning Area (JPA) with Lake County and provides review and comments on any County projects within the geographically defined area. New development in the unincorporated area of the Joint Planning Area requesting water service must either annex into the City or sign an annexation agreement with the City to meet the City's development standards.

## LONG-TERM FINANCIAL PLANNING

### Major Initiatives

During the fiscal year 2024, several major projects were completed or started to begin transforming the City for the future. Listed below are some items of interest.

- The City focused more attention on obtaining grants at the local, County, State and Federal levels. The City was awarded 7 general grants for a total of \$61,000. County, State and Federal grants were awarded for a total of \$479,000 with several larger grants awarded in early FY 2024/25.
- The Fire Department received a new Tower Truck in late FY 2024. Firefighters are currently being trained on the truck and it will soon be put in service.
- The City maintained its ISO rating of 2. The lower the rating, the higher the ability of the Fire Department to meet the community's needs. The safer the community, the lower homeowners' insurance rates within the City.
- The Police Department implemented a vehicle radio program and installed 35 radios in Police vehicles. Car radios are a critical need for Officer safety.
- The Police Department expanded the School Resource Officer Program and added Officers to two additional schools. These Officers are funded by the Lake County School Board for 10 months out of the year, with the City funding only 2 months each year.
- The Police Department obtained a lease for two Harley Davidson motorcycles. The motorcycles have been equipped and are now being used for enhanced patrol efforts.
- The Police Department entered into an agreement for School Zone Speed Cameras. This enforcement program has been very successful and has significantly reduced speeding in designated school zones.
- The City's Building Official position was brought in-house and a Deputy Building Official position was added to City staff. Previously outsourced, hiring these employees has allowed the City to be much more responsive to customer needs, complaints and concerns. This has also allowed the City to be more flexible in scheduling work with residents and contractors.
- A Public Notification/Development Review Coordinator position was created. Having this position has allowed the City to better track development applications and plans as they are brought in. This also ensures that applications and plans are reviewed and handled in a timely manner.

## Transmittal Letter

- The City implemented significant, much-needed technology upgrades. These upgrades include a migration from Microsoft Exchange to Microsoft 365, upgrading City Hall servers to Windows 2019 and creating dedicated VLANs for the City's Water and Wastewater Departments. All of these upgrades provide for enhanced security, compliance with cybersecurity mandates, better efficiency, future growth, better reliability and less downtime due to system failures. The VLAN network at the City's utility focused on ensuring that these essential services operate with enhanced security, minimized downtime, and improved performance.
- The Economic Development Department worked with 6 companies to evaluate the City of Eustis as a new location for one of their business operations. The potential new jobs associated with these company projects ranged from 50 to 150. The capital investment ranged from \$3M to \$300M. One of the companies is an international firm. The Department also assisted a major automotive company in evaluating resource needs and available incentives. This included getting them connected with DOT and Lake County to discuss a curb cut off of highway 441. This assistance is facilitating a \$10M expansion of its dealership.
- The City's Economic Development Grants and Incentive programs resulted in 37 Gateway Corridor Grants applications totaling \$292,000. Twenty-three of those grants were in the CRA area, and totaled \$215,000, which represents 73 percent of the overall improvements made under the program.
- The City Clerk's Office focused on streamlining processes to include the handling of public records requests and records retention. The City Clerk's Office, with assistance from other departments, has begun to review the City's massive amount of paper records. A significant number of permanent records have been scanned and many other records that had been kept well beyond their retention period have been destroyed. This not only helps free up much needed space in City Hall, it also reduced existing fire hazards.
- The Eustis Memorial Library held 350 programs with over 11,000 total attendees. The Library also expanded its online presence by created an Instagram Page and revamping its website to make it more mobile friendly.
- Each year, money is set aside to address the constant need to upgrade streets and sidewalks; a five-year total for this project is approximately \$520,000. The City also intends to install new sidewalks as part of the Eustis Mobility plan. The City is one of the few entities in Lake County with the equipment and personnel to perform most of the work in-house, thereby providing the highest value for the dollars spent. The remaining projects under general government street sealing and resurfacing are just over \$2.7 million for the next five years. The design of the Coolidge Street and seven side streets road and storm project is underway and should be ready for construction in 2025.
- Upgrades and replacement of equipment, such as water and sewer line upgrades, storage tanks, and water and sewer system engineering for the wastewater treatment facilities occur annually. The major projects completed were the expansion of the Main Wastewater Treatment Plant, Coolidge Street water and sewer main expansion and the Umatilla force main connection to the Eustis Main Wastewater Plan.

## Transmittal Letter

- The Parks and Recreation Department expanded their program offerings to include Teen Zone, a teen program for teens aged 13 and up. They also introduced a new Trunk or Treat event which had over 500 attendees at the inaugural event.

## Awards and Acknowledgements

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement of Excellence in Financial Reporting to the City for its Annual Comprehensive Financial Report for the fiscal year ended September 30, 2023. This was the 35<sup>th</sup> consecutive year the City received this prestigious award. In order to qualify for the award, the City must publish an easily readable and efficiently organized annual report. Last year's report satisfied all requirements. A Certificate of Achievement is valid for one year only. Staff believes this annual report meets the Certificate of Achievement Program's requirements and will submit it to the GFOA to determine its eligibility for another certificate.

The City received the GFOA's Award for Distinguished Budget Presentation for its annual financial plan for the FY 2023/24 budget document. This was the tenth consecutive year the City received this prestigious award. To qualify for the Distinguished Budget Presentation Award, the City's budget document was judged proficient in all categories, including policy documentation, financial planning, organization, and as a communication medium. We expect to receive the Award for the FY 2024/25 budget document.

The preparation of this report was only possible with the efficient and dedicated services of the entire Finance staff. We want to express our appreciation to all members of the department who assisted and contributed to the preparation of this report. We also thank the Mayor and the Commissioners for your support in maintaining the highest standards of professionalism in managing the City's finances.

Respectfully submitted,



Thomas R. Carrino Jr.  
City Manager



Lori Carr  
Finance Director



# CITY OFFICIALS



**Emily A. Lee**  
Vice Mayor



**Michael Holland**  
Mayor



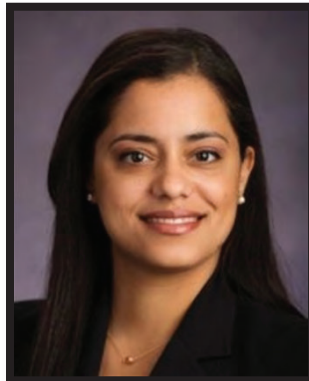
**Gary Ashcraft**  
Commissioner



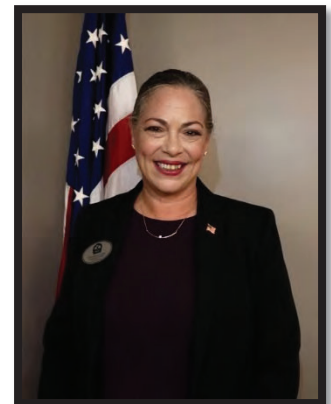
**Thomas Carrino**  
City Manager



**Willie Hawkins**  
Commissioner



**Sasha O. Garcia**  
City Attorney



**Christine Cruz**  
Commissioner

## List of Elected and City Officials September 30, 2024

### Elected Officials City Commission

<u>Title</u>	<u>Name</u>	<u>Seat</u>	<u>Current Term of Seat</u>
Mayor	Michael L. Holland	2	1/2023 through 12/2026
Vice Mayor	Emily A. Lee	5	1/2021 through 12/2024
Commissioner	Gary Ashcraft	1	1/2023 through 12/2026
Commissioner	Willie Hawkins	3	1/2021 through 12/2024
Commissioner	Christine Cruz	4	9/19/2024 through 12/2024

### Appointed and Key Officials

<u>Title</u>	<u>Name</u>
City Manager	Thomas R. Carrino, Jr.
Legal Counsel and City Attorney	Sasha O. Garcia
Director of Finance	Lori Carr
City Clerk	Christine Halloran

### Executive Team

<u>Title</u>	<u>Name</u>
Assistant City Manager	Miranda Burrowes
City Clerk	Christine Halloran
Police Chief	Craig Capri
Fire Chief	Michael Swanson
Director of Finance	Lori Carr
Director of Development Services	Mike Lane
Director of Economic Development	Albert Latimer
Director of Eustis Memorial Library	Ann S. Ivey
Director of Parks and Recreation	Sam Brinson
Director of Public Works/Public Services	Richard Gierok
Director of Human Resources	Karen Crouch

### Division Heads

Director of Purchasing	Tracy M. Jeanes
Deputy City Clerk	Mary C. Montez
Deputy Director of Finance	Mari Leisen
Deputy Director PW for Utilities	Greg Dobbins
Events and Tourism Manager	Miranda Muir
Street Superintendent	Joseph Jones
Water Superintendent	Paul Shepherd
Wastewater Superintendent	Michael Brundage



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

**City of Eustis  
Florida**

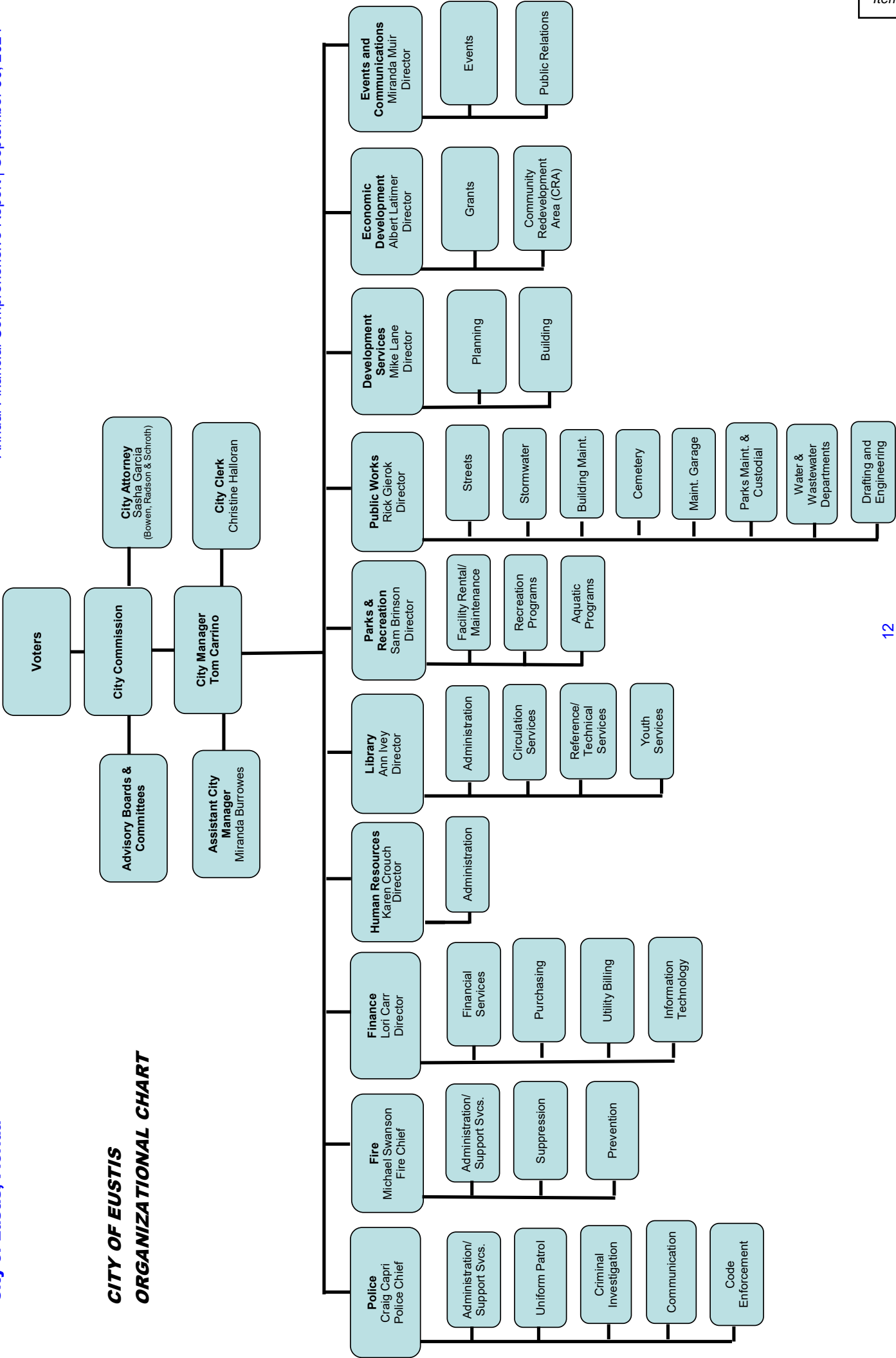
For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

September 30, 2023

*Christopher P. Morill*

Executive Director/CEO

CITY OF EUSTIS  
ORGANIZATIONAL CHART



## FINANCIAL SECTION

This section contains the following subsections:

**AUDITOR'S REPORT**  
**MANAGEMENT DISCUSSION & ANALYSIS**  
**BASIC FINANCIAL STATEMENTS**  
**NOTES TO THE FINANCIAL STATEMENTS**





# PURVIS GRAY

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## INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

### Report on the Audit of the Financial Statements

#### ***Opinions***

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Eustis, Florida (the City) as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of September 30, 2024, and the respective changes in financial position, and, where applicable, cash flows, thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

## CERTIFIED PUBLIC ACCOUNTANTS

Gainesville | Ocala | Tallahassee | Sarasota | Orlando | Tampa

[purvisgray.com](http://purvisgray.com)

Members of American and Florida Institutes of Certified Public Accountants

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

### INDEPENDENT AUDITOR'S REPORT

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

## INDEPENDENT AUDITOR'S REPORT

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, general and major special revenue funds budgetary comparison information, schedules of changes in net pension liabilities and related ratios, the schedule of employer contributions, schedule of investments returns, schedule of proportionate share of net pension liability, and schedule of total OPEB Liability as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The accompanying combining and individual non-major fund financial statements, non-major fund budgetary comparison schedules, capital projects fund budgetary schedule, and schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual non-major fund financial statements, non-major fund budgetary comparison schedules, capital projects fund budgetary schedule, and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### ***Other Information***

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

### INDEPENDENT AUDITOR'S REPORT

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

#### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated March 28, 2025, on our consideration of the City's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

*Purvis Gray*

March 28, 2025  
Ocala, Florida



**Management's  
Discussion  
&  
Analysis**



## Management's Discussion and Analysis

The City of Eustis' (City) Management Discussion and Analysis (MD&A) section serves as a narrative overview of the City's Basic Financial Statements for the fiscal year ended September 30, 2024. The MD&A is designed to:

- Assist the reader in focusing on and understanding significant financial issues;
- Provide an overview of the City's financial activity;
- Identify significant financial achievements or concerns;
- Identify any material changes from the City's adopted budget; and
- Identify any fund specific issues or concerns.

The MD&A focuses on the reporting year's activities resulting in changes and currently known facts. Readers should consider the information contained within the MD&A along with the City's financial statements which begin on page 39.

### Financial Highlights

- The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflows of resources at the close of the fiscal year ended September 30, 2024 by \$144,279,764 (Net Position). This is an increase of \$17,278,850, or 11.98%, over fiscal year 2023.
- At the close of the fiscal year, the City's Governmental Funds reporting combined ending fund balances of \$33,485,530, an increase of \$3,976,932, or 13.48%. This increase is a result of both revenues coming in higher than expected and expenditures coming in lower than expected. Property tax collections increased in both the General Fund and Community Redevelopment Agency fund as a result of increased property values as well as completed new construction. State shared revenues, interest revenue and grants received were also significantly higher than the previous year. Public Safety expenditures were down as a result of Dispatch services being taken over by Lake County.
- The City's Propriety Fund had an ending Net Position of \$74,686,126, an increase of \$10,771,351, or 16.85% over the prior year. The Proprietary Fund recognized \$5.2 million of ARPA funds in FY 2023/24 and also received \$2.9 million in donated capital from developers.
- The unassigned fund balance in the General Fund was \$19,604,398, an increase of \$2,045,853, or 11.65%, and may be used at the City's discretion in order to meet ongoing obligations. This is primarily attributable to the increase in property tax collections and increased interest and grants received.
- General Fund operating expenditures decreased by \$87,815, a decrease of (0.33%). Overall, expenditures remained flat.
- The City's net investment capital assets increased by \$16,805,750, or 15.66%. This was predominantly driven by business-type activities, with increase in capital assets net of \$15,197,808 whereas governmental activities recorded a modest net increase \$1,607,942, or 2.48%.
- The City's total long-term debt on loans decreased by \$750,525. This decrease in is attributable to regularly scheduled debt service payments.

## Management's Discussion and Analysis

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements includes the Government-Wide Financial Statements, Fund Financial Statements and Notes to the Financial Statements.

This report contains other supplemental information that may assist in understanding of the financial condition of the City.

#### ***Government-Wide Financial Statements:***

The Government-Wide Financial Statements are designed to provide readers with a broad overview of the City's finances similar to a private sector business. The Government-Wide statements provide short and long-term information about the City's financial status.

The Statement of Net Position presents information on all of the City's assets, liabilities, and deferred outflows and inflows with the difference between the two reported as Net Position. Over time, an increase or decrease in Net Position may indicate whether the City's financial position is improving or deteriorating.

The Statement of Activities shows how the government's Net Position changed during the most recent fiscal year. All changes in Net Position are reported as soon as the underlying event giving rise to the change occurs, regardless of the time of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both Government-Wide Financial Statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other operations intended to recover all or a significant portion of their costs through user charges. The governmental activities of the City include General Government, Public Safety, Physical Environment, Transportation (Streets & Highways), and Culture and Recreation. The business-type activities of the City include the Water and Sewer Utility Fund. Solid waste is franchised to an independent contractor. The Government-Wide Financial Statements can be found on pages 39-40 of this report.

The Government-Wide Financial Statements do not include any component units which would be required to be reported separately. The City does have three blended component units which are reported in the Fund Financial Statements included in this report.

#### ***Fund Financial Statements:***

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: Governmental Funds, Proprietary Funds, and Fiduciary Funds.

##### **Governmental Funds:**

Governmental funds account for those functions reported as governmental activities in the Government-Wide Financial Statements. Most of the City's essential services are accounted for in governmental funds. However, unlike the Government-Wide Financial Statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources and the balance of spendable resources available at the end of the fiscal year. Such information may help evaluate a government's near-term financing requirements.

## Management's Discussion and Analysis

Because the focus of governmental funds is narrower than that of the Government-Wide Financial Statements, it is helpful to compare the information presented for governmental funds with similar information presented for governmental activities in the Government-Wide Financial Statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. The governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balance provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains twelve individual governmental funds. Information is presented separately in the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund, one special revenue fund, and one capital projects fund, all considered major funds. Data from the other nine funds are combined into a single, aggregated presentation. Individual fund data for each non-major governmental fund is provided within combining statements elsewhere in this report. The Governmental Fund Financial Statements can be found on pages 41-44 of this report.

### Proprietary Funds:

The City maintains only one type of proprietary fund, also called an enterprise fund. The proprietary fund financial report is presented as business-type activities in the Government-Wide Financial Statements. The City uses a proprietary fund to account for its Water and Sewer System operations.

Proprietary funds provide the same information as the Government-Wide Financial Statements, but with more detail. The proprietary fund financial statements provide information for the water and sewer system, a major fund of the City. The proprietary fund financial statements can be found on pages 45-48 of this report.

### Fiduciary Funds:

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the Government-Wide Financial Statements because the resources of those funds are not available to support the City's programs. The accounting for fiduciary funds is similar to that of proprietary funds. The City's fiduciary funds include pension trust funds for police and fire. The fiduciary fund financial statements can be found on pages 50-51 of this report.

### ***Notes to the Financial Statements (Notes):***

The Notes provide additional information needed to present a complete understanding of the data provided in the government-wide and fund financial statements. The Notes can be found on pages 57-97 of this report.

### Required Supplementary Information

In addition to the Basic Financial Statements and accompanying Notes, this report also presents certain required supplementary information concerning the City's compliance with its General Fund budget and the City's progress in funding its obligation to provide pension and other postemployment benefits to its employees. Required Supplementary Information can be found on pages 103-117 of this report.

### Other Supplemental Information

This section of the report presents information regarding the City's non-major governmental funds and can be found on pages 121-139 of this report.

## Management's Discussion and Analysis

Statistical information on major areas of the community, such as economic and social development, living conditions, water and wastewater usage and rates, taxes, education, and the environment, can be found at the end of this report.

## Government-Wide Financial Analysis

### Statement of Net Position

Net Position may serve as a valuable indicator of a government's financial position over time. In the fiscal year, ending September 30, 2024, the City's assets exceed its liabilities by \$161,558,614. Governmental Net Position increased by \$6,507,499, or 8.10% over the prior year. Business Activities Net Position increased by \$10,771,351, or 16.85%, over the prior year. The following table reflects the condensed government-wide Statement of Net Position.

City of Eustis, Florida Statement of Net Position September 30, 2024						
	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
<b>Assets</b>						
Current and Other Assets	\$ 39,279,928	\$ 33,955,350	\$ 21,225,379	\$ 30,421,779	\$ 60,505,306	\$ 64,377,129
Capital Assets (Net)	69,464,092	67,801,100	65,844,562	51,302,818	135,308,654	119,103,918
<b>Total Assets</b>	<b>108,744,020</b>	<b>101,756,450</b>	<b>87,069,941</b>	<b>81,724,597</b>	<b>195,813,961</b>	<b>183,481,047</b>
Deferred Outflows of Resources	660,035	5,308,072	188,457	197,250	848,492	5,505,322
<b>Liabilities</b>						
Current and Other Liabilities	2,983,516	2,386,693	2,706,734	8,458,542	5,690,250	10,845,235
Long-Term Liabilities	14,913,224	19,604,651	9,469,844	9,199,141	24,383,068	28,803,792
<b>Total Liabilities</b>	<b>17,896,740</b>	<b>21,991,344</b>	<b>12,176,578</b>	<b>17,657,683</b>	<b>30,073,318</b>	<b>39,649,027</b>
Deferred Inflows of Resources	4,634,827	4,708,189	395,694	349,389	5,030,521	5,057,578
<b>Net Position:</b>						
Net Investment in Capital Assets	66,336,509	64,728,567	57,793,381	42,595,573	124,129,890	107,324,140
Restricted	12,528,350	11,495,950	5,909,707	17,342,250	18,438,057	28,838,200
Unrestricted	8,007,630	4,140,472	10,983,038	3,976,952	18,990,668	8,117,424
<b>Total Net Position</b>	<b>\$ 86,872,488</b>	<b>\$ 80,364,989</b>	<b>\$ 74,686,126</b>	<b>\$ 63,914,775</b>	<b>\$161,558,614</b>	<b>\$ 144,279,764</b>

Approximately \$124,129,890, or 76.93%, of the City's Net Position reflects its investment in capital assets (e.g., land, buildings, infrastructure, improvements, vehicles, and equipment), less any related debt used to acquire such assets still outstanding. The City uses these capital assets to provide services to its citizens and, therefore are not available for future spending.

## Management's Discussion and Analysis

Approximately \$18,438,057, or 11.41%, of the City's Net Position reflects the portion of Net Position that has external restrictions imposed on how funds may be used. The most significant restrictions on governmental activities include Net Position for: capital projects based on the voter-approved one-cent sales tax legislation, revenues received specifically for development within the Community Redevelopment district, and building services to cover personnel costs for plan review and building inspection services. Business-type activities restricted Net Position is comprised of debt-related restrictions for renewal and replacement and for impact fees collected but not yet spent for growth related capital projects.

The City's Governmental unrestricted Net Position of \$18,990,668 and is available to be used to meet the City's on-going obligation to citizens and creditors.

The changes in the City's Net Position for the fiscal year ended September 30, 2024, and September 30, 2023, are presented below:

<b>City of Eustis, Florida</b> <b>Change in Net Position</b> <b>September 30, 2024</b>						
	<b>Governmental Activities</b>		<b>Business-Type Activities</b>		<b>Total</b>	
	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>	<b>2024</b>	<b>2023</b>
<b>REVENUES</b>						
Program Revenues:						
Charges for Services	\$ 5,622,175	\$ 8,787,255	\$ 14,169,964	\$13,100,101	\$ 19,792,140	\$ 21,887,356
Operating Grants and Contributions	180,913	122,660	-	-	180,913	122,660
Capital Grants and Contributions	-	-	9,369,338	7,428,609	9,369,338	7,428,609
General Revenues:						
Property Taxes	10,978,047	9,818,398	-	-	10,978,047	9,818,398
Utility Taxes	2,711,684	2,695,128	-	-	2,711,684	2,695,128
State and Other Shared Revenues	7,847,527	5,922,573	-	-	7,847,527	5,922,573
Investment Income	1,373,469	799,967	863,301	802,521	2,236,770	1,602,488
Miscellaneous	1,630,229	232,567	11,469	226,763	1,641,698	459,330
<b>Total Revenues</b>	<b>30,344,045</b>	<b>28,378,548</b>	<b>24,414,072</b>	<b>21,557,994</b>	<b>54,758,117</b>	<b>49,936,542</b>
<b>EXPENSES</b>						
General Government	6,930,771	5,946,918	-	-	6,930,771	5,946,918
Public Safety	12,158,859	12,905,721	-	-	12,158,859	12,905,721
Physical Environment	466,481	421,771	-	-	466,481	421,771
Transportation	2,773,482	3,098,582	-	-	2,773,482	3,098,582
Culture/Recreation	2,466,079	2,412,712	-	-	2,466,079	2,412,712
Debt Service - Interest	-	94,435	-	-	-	94,435
Non-Departmental	1,276,247	1,366,677	-	-	1,276,247	1,366,677
Interest and Fees on Long-term Debt	87,083	-	-	-	87,083	-
Water and Sewer Operations	-	-	11,320,266	10,321,221	11,320,266	10,321,221
<b>Total Expenses</b>	<b>26,159,001</b>	<b>26,246,816</b>	<b>11,320,266</b>	<b>10,321,221</b>	<b>37,479,267</b>	<b>36,568,037</b>
Excess (Deficiency) Before Transfers	4,185,044	2,131,732	13,093,806	11,236,773	17,278,850	13,368,505
Transfers	2,322,455	2,317,182	(2,322,455)	(2,317,182)	-	-
<b>Change in Net Position</b>	<b>6,507,499</b>	<b>4,448,914</b>	<b>10,771,351</b>	<b>8,919,591</b>	<b>17,278,850</b>	<b>13,368,505</b>
Net Position - Beginning of Year	80,364,989	75,916,075	63,914,775	54,995,184	144,279,764	130,911,259
<b>Net Position - End of Year</b>	<b>\$ 86,872,488</b>	<b>\$ 80,364,989</b>	<b>\$ 74,686,126</b>	<b>\$ 63,914,775</b>	<b>\$ 161,558,614</b>	<b>\$ 144,279,764</b>

## Management's Discussion and Analysis

### Governmental Activities

#### Unrestricted Net Position

Total Governmental Activities unrestricted Net Position for FY 2023/24 increased by \$10,873,244. The City may use these assets for general expenses or any legitimate expenditure.

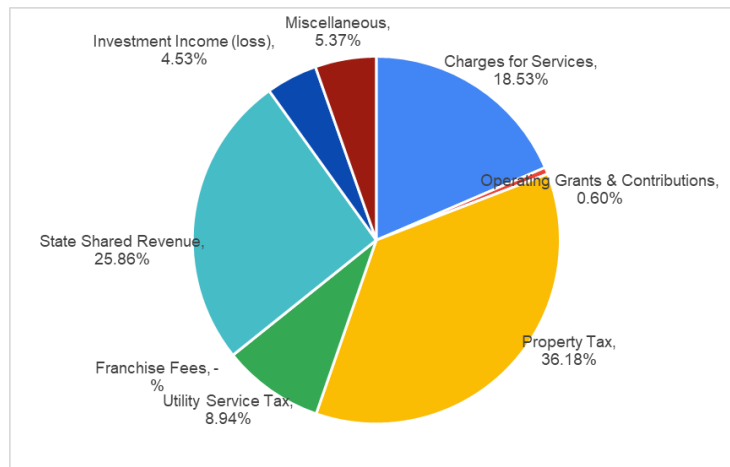
Governmental Activities Unrestricted Net Position		
2024	2023	Change
\$8,007,630	\$4,140,472	\$3,867,158

#### Revenues by Source

Governmental revenue activities, including transfers, increased the City's Net Position by \$1,970,770. The most significant reasons for the change in Net Position are as follows:

- Property tax revenue increased by \$1,159,649, or 11.81%. This revenue source represents 33.61% of total governmental revenues.
- State shared revenues increased by \$1,924,954, or 32.50%. This revenue source represents 24.02% of total governmental revenue sources and includes sales tax revenue, intergovernmental revenue and grants.
- Investment income increased by \$573,502, or 71.69%. The City made changes to its investment portfolio with positive results.
- Miscellaneous income increased by \$1,397,662, or 600.97%.

#### Revenues by Source – Excluding transfers



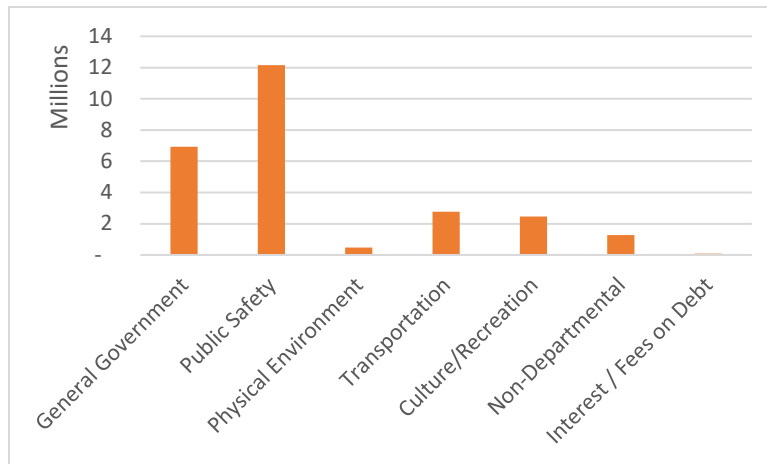
#### Change in Revenue by Source

Description	2024	% of Total	2023	% Change
<b>Program Revenues</b>				
Charges for Services	\$5,622,175	17.21%	\$8,787,255	(36.02%)
Operating Grants and Contributions	180,913	0.55%	122,660	47.49%
<b>General Revenues</b>				
Property Tax	10,978,047	33.61%	9,818,398	11.81%
Utility Service Tax	2,711,684	8.30%	2,695,128	0.61%
State Shared Revenue	7,847,527	24.02%	5,922,573	32.50%
Investment Income (loss)	1,373,469	4.20%	799,967	71.69%
Miscellaneous	1,630,229	4.99%	232,567	600.97%
Transfers	2,322,455	7.11%	2,317,182	0.23%
	<u>\$32,666,500</u>	<u>100.00%</u>	<u>\$30,695,730</u>	<u>6.42%</u>

## Management's Discussion and Analysis

### Expenses by Function

Expenses for governmental activities include General Government, Public Safety, Physical Environment, Transportation, Culture and Recreation, and Non-Departmental expenses. Public Safety represents the most significant governmental expense comprising of 46.21% of governmental expenses. The following graph shows the governmental activities expenses by function.



Total City governmental expenditures reflect a total decrease of (\$87,815), or (0.33%), over the prior year. Refer to the following table for changes by function.

### Changes in Expenses by Function

	Expenses				
	2024	% of Total	2023	Change	% Change
Functions/Programs					
General Government	\$ 6,930,771	26.49%	\$ 5,946,918	\$ 983,853	16.54%
Public Safety	12,158,859	46.48%	12,905,721	(746,862)	-5.79%
Physical Environment	466,481	1.78%	421,771	44,710	10.60%
Transportation	2,773,482	10.60%	3,098,582	(325,100)	-10.49%
Culture/Recreation	2,466,079	9.43%	2,412,712	53,367	2.21%
Non-Departmental	1,276,247	4.88%	1,366,677	(90,430)	-6.62%
Interest and Fees on Long-Term Debt	87,083	0.34%	94,435	(7,352)	-7.78%
<b>Total</b>	<b>\$ 26,159,001</b>	<b>100.00%</b>	<b>\$ 26,246,816</b>	<b>\$ (87,815)</b>	<b>-0.33%</b>

### Business-Type Activities

#### Net Position

Total Business-type activities unrestricted Net Position for FY 2023/24 increased by \$7,006,474, or 176.18%. The City may use these assets for utility operations.

Business-type Activities Unrestricted Net Position		
2024	2023	Change
\$ 10,983,426	\$ 3,976,952	\$ 7,006,474

## Management's Discussion and Analysis

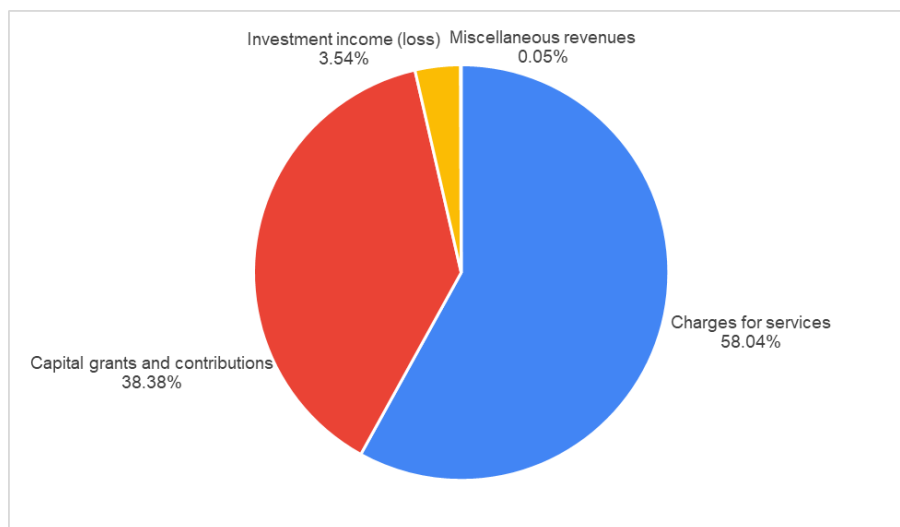
### Revenues by Source

Business-type revenues are inclusive of the City's water and sewer utility. Revenues increased by \$2,856,078, or 13.25%. The most significant revenue source for business-type activities is Charges for Services. It is customary for business-type funds to charge enough for services to cover the cost of operations. The most significant reasons for the change in Net Position in the business-type activities are as follows:

- Charges for services increased by \$1,069,863, or 8.17%. This is a result of both a modest increase in rates as well as growth in the number of water and sewer utility connections.
- Capital grants and contributions increased by \$1,940,729, or 26.13%. The increase is primarily attributable to ARPA funds. The City received significant American Rescue Plan Act (ARPA) funds in FY 2022/23. Although received in the prior year, the funds were recognized in FY 2023/24 which is when the majority was spent.
- Investment income also increased in the more favorable financial environment.

The City implemented a rate increase effective July 1, 2024, resulting in an annual 2.5% increase to cover increased costs of operations. The City is currently working with a consultant to provide a comprehensive updated rate study. The following chart represents the business-type revenues by source.

### Revenues by Source



### Change in Revenue by Source

Business-Type Activities	2024	% of Total	2023	Change	% Change
Charges for services	\$14,169,964	58.04%	\$13,100,101	1,069,863	8.17%
Capital grants and contributions	9,369,338	38.38%	7,428,609	1,940,729	26.13%
Investment income (loss)	863,301	3.54%	802,521	60,780	7.57%
Miscellaneous revenues	11,469	0.05%	226,763	(215,294)	(94.94%)
<b>Total</b>	<b>\$24,414,072</b>	<b>100.00%</b>	<b>\$21,557,994</b>	<b>\$ 2,856,078</b>	<b>13.25%</b>

## Management's Discussion and Analysis

### Expenses - Business-Type Activities

Functions/Programs	Business-Type Activities			
	Expenses			%
	2024	2023	Change	
Water / Sewer	\$11,320,266	\$10,321,221	\$999,045	9.68%

## Financial Analysis of the City's Funds

### Governmental Funds

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of usable resources. Such information helps assess the City's financing requirements.

#### General Fund

The City's most significant governmental fund is the General Fund. The General Fund is the primary operating fund of the City. At the end of FY 2023/24, the total fund balance was \$20,121,416. Of this amount, \$19,604,398, or 97.43% is unassigned and can be used to meet the City's on-going obligations. Unassigned fund balance may serve as a useful measure of the City's net resources available for spending at the end of a fiscal year.

Total General Fund balance increased by \$2,113,495. This increase is primarily attributable to increased property tax revenue and interest earnings. The General Fund has an assigned fund balance of \$405,873 designated as an Emergency Contingency.

The City has two other major governmental funds.

#### Sales Tax Capital Projects Fund

This fund accounts for projects qualified for use of the one-cent sales tax assessed on retail sales. Many vehicles were purchased this year including placing the order for a new Pierce Impel Side-Pumper fire truck. Initial construction of several projects was begun. Some of these projects are: the Public Works administration building, City parks improvements, Fire Station 22 bay doors and renovation, street resurfacing and resealing, sidewalks and a portion of the Rosenwald Gardens (Coolidge) roads project. Any increase or decrease in fund expenditures depends on annual capital projects funding as well as influences outside the City's control. In FY 2023/24, capital projects expenses were affected by on-going inflation which resulted in postponing several projects and moving them to the next fiscal year. Fund Balance increased by \$322,724, or 10.14%.

#### Community Redevelopment Trust Fund

This fund was established to provide an additional funding mechanism to revitalize Downtown and to provide for East Town improvements. The funding source is the incremental increase in property values in these geographically defined areas. Property tax revenue increased by \$131,793, or 28.54% over the prior year. In 2021, the City borrowed funds to purchase a three (3) acre block in downtown. The loan has a five-year balloon loan with annual principal and interest payments. In FY 2023/24, the debt service amount was \$198,148. The balloon payment is due in September, 2025. Fund Balance increased by \$679,136, or 23.22%.

## Management's Discussion and Analysis

Non-Major Governmental Funds accounts include twelve funds: Street Improvement, Building Services, Stormwater Utility Fund, Law Enforcement Trust and Education Funds, Economic Development Fund, Library Contributions Trust Fund, Impact Fee Funds (four different funds), and Greenwood Cemetery Fund. In FY 2023/24, the combined fund balance was \$6,253,250 representing an increase of \$861,475, or 15.98%.

The City's most significant Non-Major Governmental Funds are:

### Street Improvement Fund

This fund was established to account for gas tax revenues brought in from the State and County to make repairs and maintain streets and roads owned by the City. The most significant expenditures in this fund are street maintenance (resurfacing, milling and paving) and street lighting. Transportation revenues, including transfers of \$1,105,000, exceeded transportation expenses by \$182,670, increasing fund balance to \$1,463,101.

### Building Services Fund

This fund was established in 2019 to account for resources related to building activity within the City. Revenue in this fund, generated by permits and fees for construction that occurred during the year, was \$1,188,614. Expenditures of \$627,092 primarily consist of personnel costs to provide plan review and building inspection services. Fund balance increased by \$561,522 to \$2,288,052, attributable to an increase in the City's new construction.

### Stormwater Utility Fund

This fund accounts for the recurring billing of stormwater utility customers within the City. Total expenditures, including transfers out, were \$893,037 and included stormwater drainage maintenance and improvements.

The fund's most significant expenditures were street sweeping and drainage maintenance followed by capital. Fund balance increased by \$26,658, increasing fund balance to \$826,695.

## General Fund Budgetary Highlights

### Budgetary Analysis – General Fund

General Fund actual revenues came in higher than both the original and final budgets, as presented below:

<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance to Original</u>	<u>Variance to Final</u>
\$ 22,197,228	\$ 22,812,108	\$ 21,331,136	\$ 614,880	\$ (1,480,972)

The table below identifies FY 2023/24 expenditure changes from the original budget to the final budget for the General Fund.

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Variance</u>
General Government	\$ 6,305,550	\$ 6,753,004	\$ 447,454
Public Safety	11,710,230	11,368,030	(342,200)
Transportation	-	-	-
Culture/Recreation	2,458,733	2,412,349	(46,384)
Non-Departmental	1,466,945	1,587,560	120,615
Grants and Aid	30,000	31,000	1,000
Capital Outlay / Other	225,770	660,165	434,395
<b>Total</b>	<b>22,197,228</b>	<b>22,812,108</b>	<b>613,880</b>

## Management's Discussion and Analysis

Budget amendments during the year were primarily a result of City Commission directives. Significant budget amendments made during the year include funds for America in Bloom, Corey Rolle Field improvements, Land Development Regulations consulting services, Clifford House refresh and the down payment for the Pierce impel side pumper truck for the Fire Department.

The table below identifies the FY 2023/24 differences between the final budget and the actual expenditures.

	<b>Actual</b>		
	<b>Expenditures</b>	<b>Final Budget</b>	<b>Variance</b>
General Government	6,252,915	6,753,004	500,089
Public Safety	11,282,495	11,368,030	85,535
Transportation	-	-	-
Culture/Recreation	2,044,703	2,412,349	367,645
Non-Departmental	951,476	1,587,560	636,084
Grants and Aid	28,574	31,000	2,426
Capital Outlay / Other	770,972	660,165	(110,807)
<b>Total</b>	<b>\$ 21,331,136</b>	<b>\$ 22,812,108</b>	<b>\$ 1,480,972</b>

All General Fund functions, with the exception of Capital Outlay / Other, reflect expenditures less than what was budgeted. The overall decrease between the final budget and actual expenditures for the General Fund was \$1,480,972. General Government expenditures experienced a decrease of \$500,089, primarily in the budgets for the Clifford House, Information Technology and professional services in general. Public Safety ended the year under budget by \$85,535 mostly attributable to a slight Fire pension contribution rate decrease. Cultural and Recreation expenditures were \$367,645 under budget attributable to vacancies. Non-Departmental expenditures were \$636,084 under budget primarily attributed to liability insurance costs being lower than what was budgeted. Capital Outlay/Other expenditures ended the year over budget by \$110,807. This is attributed to unbudgeted SBITA costs.

### Capital Assets

The City's investment in capital assets for its governmental and business-type activities for the fiscal year ending September 30, 2024, is \$124,129,890 (net of accumulated depreciation). This investment in capital assets includes land, infrastructure, construction work in progress, buildings, equipment, park facilities, and roads. The total net increase in the City's investment in capital assets for the current year was \$16,805,750.

In the governmental funds, a large portion of the increase is attributable to the expansion of the initial construction on the Coolidge/Rosenwald Gardens roads project, road improvements, street resurfacing, building and parks improvements, vehicles and computers and IT related equipment.

In the business-type funds, the increase is attributable to the expansion of the Bates Avenue wastewater treatment plant and the initial construction on the Coolidge water and wastewater mains. The business-type funds also received donated capital from developers in the amount of \$2.9 million.

The City's total Capital Assets include the City's lease and Subscription Based Information Technology Arrangements (SBITA) assets. Both leases and SBITA's are discussed in the Notes section of this report.

## Management's Discussion and Analysis

### Leases

The City is a lessor for the lease of land and buildings. The City (lessor) is the legal owner of the asset or property, and gives the lessee the right to use or occupy the asset or property for a specific period. The City retains the right of ownership of the property and is entitled to receive periodic payments from the lessee based on the initial agreement. The City recognizes a lease receivable and a deferred inflow of resources in the Government Funds financial statements.

### Subscription-Based Information Technology Arrangements (SBITA)

In FY 2024 the Governmental Accounting Standards Board (GASB) implemented new Statement No. 96, Subscription-Based Information Technology Arrangements (SBITA). GASB 96 defines a SBITA as "a contract that conveys control of the right to use another party's information technology software, alone or in combination with tangible capital assets, as specified in the contract for a period of time in an exchange or exchange-like transaction." SBITAs predominantly come in the form Platforms as a Service (PaaS), and Infrastructure as a Service (IaaS).

### Capital Assets - Net of Depreciation

	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
Land	\$ 7,011,465	\$ 7,011,465	\$ 1,245,453	\$ 1,245,453	\$ 8,256,918	\$ 8,256,918
Infrastructure - Retention Ponds	1,946,578	1,946,578	-	-	1,946,578	1,946,578
Infrastructure - Right-of-Way	24,204,385	24,204,385	-	-	24,204,385	24,204,385
Construction in Progress	1,597,101	1,980,920	19,011,417	8,518,476	10,115,577	10,499,396
Buildings	4,134,067	4,015,651	74,481	86,879	4,220,946	4,102,530
Improvements Other than Buildings	5,443,578	5,410,385	43,496,037	39,439,518	44,883,096	44,849,903
Right-To-Use Assets-SBITA	151,405	410,165	34,341	58,886	210,291	469,051
Leased Assets	95,758	-	-	-	95,758	-
Equipment	1,756,994	1,684,000	1,977,195	1,946,132	3,703,126	3,630,132
Vehicles	4,125,801	2,669,056	-	-	4,125,801	2,669,056
Intangible Assets	-	-	5,638	7,474	7,474	7,474
	50,467,131	49,332,605	65,844,562	51,302,818	101,769,949	100,635,423
Infrastructure - Roads and Streets	18,996,960	18,468,495	-	-	18,996,960	18,468,495
<b>Capital Assets, Net</b>	<b>\$ 69,464,091</b>	<b>\$ 67,801,100</b>	<b>\$ 65,844,562</b>	<b>\$ 51,302,818</b>	<b>\$ 135,308,654</b>	<b>\$ 119,103,918</b>

### Net Change in Capital Assets – Net of Depreciation

	(Net of depreciation)		
	Governmental	Business-Type	Total
Capital Assets, Net FY24	\$ 69,464,091	\$ 67,801,100	\$ 137,265,191
Capital Assets, Net FY23	67,801,100	51,302,818	119,103,918
<b>Change in Capital Assets, Net</b>	<b>1,662,991</b>	<b>16,498,282</b>	<b>18,161,273</b>
	<b>2.45%</b>	<b>32.16%</b>	<b>15.25%</b>

## Management's Discussion and Analysis

### Long-Term Debt

The City had total debt in the amount of \$10,807,082 at the end of the fiscal year ending September 30, 2024. Long-term debt decreased by \$972,696. Governmental long-term debt decreased by \$122,201, and business-type activities long-term debt decreased by \$628,324. Additional information on the City's debt can be found in Note 10 of this report.

	Outstanding Debt					
	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
CRA Loan	\$ 2,531,261	\$ 2,653,462	\$ -	\$ -	\$ 2,531,261	\$ 2,653,462
Water & Sewer Revenue Bond	-	-	5,626,975	5,989,318	5,626,975	5,989,318
State Revolving Loans	-	-	2,395,684	2,661,665	2,395,684	2,661,665
SBITA Liability	142,343	419,071	28,522	56,262	170,865	475,333
Lease Liability	82,297	-	-	-	82,297	-
<b>Total</b>	<b>\$ 2,755,901</b>	<b>\$ 3,072,533</b>	<b>\$8,051,181</b>	<b>\$8,707,245</b>	<b>\$10,807,082</b>	<b>\$ 11,779,778</b>

### Economic Factors, Next Year's Budget and Beyond

Below are some of the more significant factors that will be considered in the development of the FY 2025/26 budget are:

- Property tax is the single largest revenue source for the General Fund and currently accounts for about one-third of the General Fund budget. Property tax collections for FY 2023/24 were 11% higher than the previous year. The City anticipates a property value increase as well as an increase attributable to new construction added to the tax roll. Continuous City growth and increased property values have allowed the City to maintain the same millage rate, 7.8610, since 2013 while continuing to provide high-quality services. The City tax base consists of real property, personal property, and centrally assessed property. Compared to Leesburg, Tavares, and Mount Dora, with similar populations, Eustis has fewer dollars to distribute due to a more residential market with fewer commercial owners.
- The City anticipates improvement in the local economic environment. The local unemployment rate was at 3.30% in October, 2023 and ended the fiscal year at 3.80% in September, 2024. The local unemployment rate is 0.30% lower than the Federal unemployment rate as of September, 2024. The local rate is anticipated to remain slightly lower than the Federal rate. Positive economic factors are vital to the continued financial health of the City.
- Building permits are a crucial indicator of construction activity. While the actual number of permits issued in FY 2023/24 was down slightly from the prior year, new residential construction and the value of improvements were both up over the prior year. There are still many active permits with construction continuing into FY 2024/25 and beyond.
- The City is in the initial phases of a utility rate and impact fee study. Utility rate increases of 2.50% have occurred annually since 2021. However, given the significant changes in the economic environment, COVID-19, inflation, and extreme growth since 2021, the rates need to be reviewed taking into account these factors. The City has not reviewed several other significant revenue sources for quite some time. Utility (water/sewer) impact fees have not been reviewed since 2006, municipal (police, fire, parks and recreation, and library) impact fees have not been reviewed since 2004 and stormwater rates have not been reviewed since 2007. The study will also include a review of all the ancillary utility rates, i.e., meter set fee, late fees, non-sufficient funds fees, etc.

## Management's Discussion and Analysis

- Through prudent fiscal management in FY 2024, the City Commission was able to continue the trend of balancing budgeted revenues against expenditures in the General Fund while using reserves only for one-time extraordinary purchases.

Various assumptions and considerations will be used in the development of the FY 2025/26 budget.

### 1. Revenue Projections

- Tax Revenues: Estimates of property tax, sales tax, and other local taxes will take into consideration economic conditions and potential changes in tax laws.
- State and Federal Aid: Grants and aid awarded from the State and Federal government will be accounted for. Grants and aid awarded after budget adoption will be presented to the City Commission for approval along with the appropriate budget amendment necessary.
- Fees and Service Charges: Expected income from City services, permits, and licenses will be based on historical revenue trends.

### 2. Expenditure Trends

- Inflation and Cost Increases: Impact of inflation on operational costs, utilities, and supplies will be accounted for.
- Labor Costs: Salaries and benefits for City employees will be based on assumed annual increases and proposed changes in staffing levels.
- Capital Projects: Funding requirements for new infrastructure projects or maintenance of existing assets will be based on Department Head input.
- All expenditures will also take into account historical trends.

### 3. Legislative and Policy Changes

- Legal Mandates: New laws or regulations that may affect City operations, revenue sources, or expenditures will be addressed.
- Strategic Priorities: The City's long-term strategic goals, as set by City leadership, will remain a focus of budget development.

### 4. Economic Conditions

- Local Economy: The health of the local economy, including unemployment rates, business growth, and housing market conditions will be reviewed before the proposed budget is distributed.
- Interest Rates: The impact of current and projected interest rates on City borrowing costs and investment income will be taken into account.

### 5. Community Needs and Priorities

- Public Services: Service levels public services such as public safety, sanitation, recreation, and cultural programs will be maintained or increased.
- Infrastructure Needs: The requirements for roads, bridges, public buildings, and utilities to continue to serve the community effectively will be addressed in both the capital projects and operations budgets.

### 6. Risk Management and Contingencies

- Emergency Preparedness: The budget will include a set-aside Fund Balance for unexpected events such as natural disasters, public health emergencies, or economic downturns.

## Management's Discussion and Analysis

- **Liabilities and Reserves:** The budget will take into consideration long-term liabilities, including pension and healthcare obligations, and the adequacy of reserve funds.

### 7. Capital Financing and Debt Management

- **Debt Service Requirements:** Obligations for existing debt, re-financing of debt and consideration for new borrowing to finance capital projects will be included.
- **Capital Financing Strategies:** The budget will include the use of bonds, grants, public-private partnerships, and other financing options for capital projects if deemed necessary and practical.

### 8. Performance Metrics and Accountability

- **Program Performance:** A review of performance metrics will be conducted to ensure programs and services are cost-effective and continue to meet community needs.
- **Transparency and Engagement:** Mechanisms for public input and feedback on budget priorities and expenditures are included as part of the annual budget process.

### 9. Technological Investments

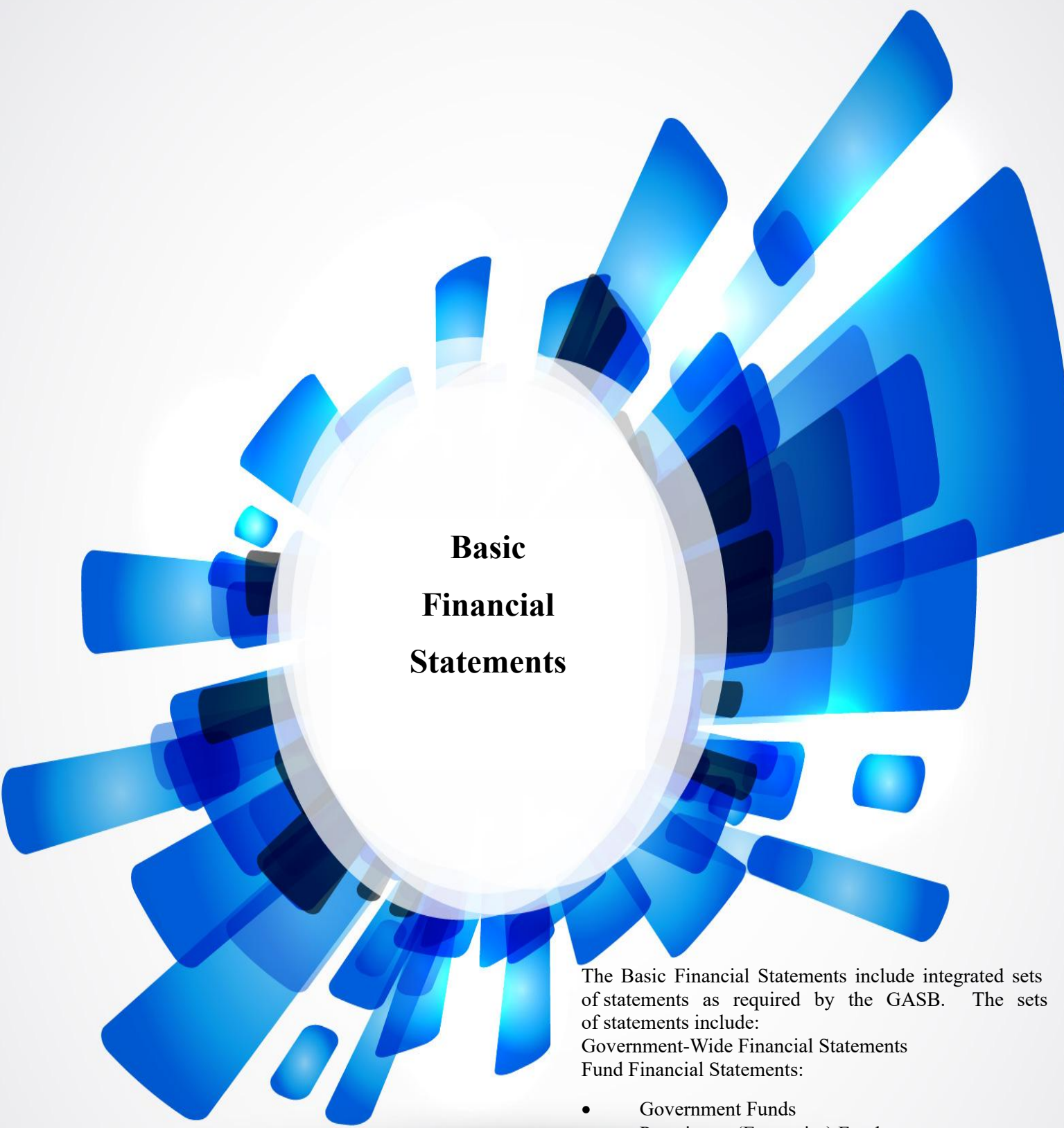
- **Digital Transformation:** The City plans to continue investing in technology to improve City services, efficiency, and citizen engagement.
- **Cybersecurity:** The City also intends to invest in necessary infrastructure and systems needed to reduce cyber threats and enhance cybersecurity.

## Requests for Information

This financial report is designed to provide a general overview of the City's finances for all those interested. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

City of Eustis  
Lori Carr, Finance Director  
P.O. Drawer 68 Eustis, FL 32727-0068  
Phone: (352) 483-5440  
[www.eustis.org](http://www.eustis.org)





## Basic Financial Statements

The Basic Financial Statements include integrated sets of statements as required by the GASB. The sets of statements include:

Government-Wide Financial Statements  
Fund Financial Statements:

- Government Funds
- Proprietary (Enterprise) Funds
- Fiduciary Funds

In addition, the Notes to the Financial Statements are included to provide information that is essential to the user's understanding of the Basic Financial Statements.



**CITY OF EUSTIS, FLORIDA**  
**STATEMENT OF NET POSITION**  
**SEPTEMBER 30, 2024**

	Governmental Activities	Business Type Activities	Total
<b>Assets</b>			
Cash and Cash Equivalents	\$ 30,962,544	\$ 18,480,437	\$ 49,442,981
Investments	3,121,137	493,539	3,614,676
Receivables, Net:			
Accounts	1,331,316	1,153,030	2,484,346
Interest	632,620	387,204	1,019,824
Lease Receivable	2,684,616	-	2,684,616
Notes Receivable	-	27,765	27,765
Inventory	-	640,223	640,223
Due from Other Governmental Units	33,122	-	33,122
Prepays	120,215	43,181	163,396
Net Pension Asset	394,358	-	394,358
Capital Assets:			
Capital Assets, Not Being Depreciated	34,759,529	20,256,870	55,016,399
Capital Assets, Being Depreciated (Accumulated Depreciation)	77,499,066 (42,794,503)	100,087,501 (54,499,808)	177,586,567 (97,294,311)
<b>Total Assets</b>	<b>108,744,020</b>	<b>87,069,941</b>	<b>195,813,961</b>
<b>Deferred Outflows of Resources</b>			
Pension Plan Deferrals:			
Police Officers	6,290	-	6,290
Florida Retirement System	18,662	69,523	88,185
Other Post Employment Benefits	635,083	118,934	754,017
<b>Total Deferred Outflows of Resources</b>	<b>660,035</b>	<b>188,457</b>	<b>848,492</b>
<b>Liabilities</b>			
Accounts Payable and Accrued Liabilities	2,812,341	2,706,734	5,519,075
Deposits	97,968	-	97,968
Unearned Revenue	73,207	-	73,207
Long-term Liabilities:			
Due Within One Year	3,362,095	833,553	4,195,648
Due in More Than One Year	3,713,145	8,329,113	12,042,258
Net Pension Liability:			
Police Officers	7,729,045	-	7,729,045
Florida Retirement System	108,939	307,177	416,116
<b>Total Liabilities</b>	<b>17,896,740</b>	<b>12,176,578</b>	<b>30,073,318</b>
<b>Deferred Inflows of Resources</b>			
Pension Plan Deferrals:			
Firefighters	1,258,814	-	1,258,814
Florida Retirement System	62,620	176,572	239,192
Other Post Employment Benefits	891,231	219,122	1,110,353
Lease Inflows	2,422,162	-	2,422,162
<b>Total Deferred Inflows of Resources</b>	<b>4,634,827</b>	<b>395,694</b>	<b>5,030,521</b>
<b>Net Position</b>			
Net Investment in Capital Assets	66,336,509	57,793,381	124,129,890
Restricted for:			
Building Permits	2,288,052	-	2,288,052
Library	33,945	-	33,945
Public Safety	786,495	-	786,495
Culture and Recreation	501,776	-	501,776
Capital Projects	3,506,734	3,183,734	6,690,468
Renewal and Replacement	-	2,725,973	2,725,973
Community Development	3,661,162	-	3,661,162
Cemetery Expenses	295,828	-	295,828
Roads and Trees	1,454,358	-	1,454,358
Unrestricted	8,007,630	10,983,038	18,990,668
<b>Total Net Position</b>	<b>\$ 86,872,488</b>	<b>\$ 74,686,126</b>	<b>\$ 161,558,614</b>

The notes to the financial statements are an integral part of this statement.

CITY OF EUSTIS, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED SEPTEMBER 30, 2024

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Change in Net Position		
		Charges for Service	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total
					Governmental Activities	Business-Type Activities	
Governmental Activities							
General Government	\$ 6,930,771	\$ 3,637,018	\$ 149,485	\$ -	\$ (3,144,268)	\$ -	\$ (3,144,268)
Public Safety	12,158,859	638,895	31,427	-	(11,488,537)	-	(11,488,537)
Physical Environment	466,481	889,986	-	-	423,504	-	423,504
Transportation	2,773,482	-	-	-	(2,773,482)	-	(2,773,482)
Culture and Recreation	2,466,079	456,277	-	-	(2,009,801)	-	(2,009,801)
Nondepartmental	1,276,247	-	-	-	(1,276,247)	-	(1,276,247)
Interest and Fees on Long-term Debt	87,083	-	-	-	(87,083)	-	(87,083)
Total Governmental Activities	26,159,001	5,622,175	180,913	-	(20,355,913)	-	(20,355,913)
Business-type Activities							
Water and Sewer	11,320,266	14,169,964	-	9,369,338		12,219,037	12,219,037
General Revenues							
Taxes:							
Property Taxes					10,978,047	-	10,978,047
Utility Service Taxes					2,711,684	-	2,711,684
State Shared Revenues (Unrestricted)					7,847,527	-	7,847,527
Investment Income					1,373,469	863,301	2,236,770
Miscellaneous					1,630,229	11,469	1,641,698
Transfers					2,322,455	(2,322,455)	-
Total General Revenues, Special Items and Transfers					26,863,412	(1,447,686)	25,415,726
Change in Net Position					6,507,499	10,771,351	17,278,850
Net Position, Beginning of Year					80,364,989	63,914,775	144,279,764.0
Net Position, End of Year					\$ 86,872,488	\$ 74,686,126	\$ 161,558,614

The notes to the financial statements are an integral part of this statement.

**CITY OF EUSTIS, FLORIDA**  
**BALANCE SHEET**  
**ALL GOVERNMENTAL FUNDS**  
**SEPTEMBER 30, 2024**

	<b>General Fund</b>	<b>Sales Tax Capital Projects Fund</b>	<b>Community Redevelopment Trust Fund</b>	<b>Other Nonmajor Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>Assets</b>					
Cash and Cash Equivalents	\$ 17,720,110	\$ 3,369,819	\$ 3,551,151	\$ 6,321,464	\$ 30,962,544
Investments	3,121,137	-	-	-	3,121,137
Receivables, Net:					
Accounts	838,441	333,310	-	159,566	1,331,316
Lease	2,650,109	-	-	34,506	2,684,616
Interest	393,191	35,287	83,455	120,687	632,620
Due from Other Governments	33,122	-	-	-	33,122
Due from Other Funds	-	140,000	-	50,000	190,000
Prepays	111,145	-	326	8,743	120,215
<b>Total Assets</b>	<b>24,867,255</b>	<b>3,878,416</b>	<b>3,634,933</b>	<b>6,694,966</b>	<b>39,075,570</b>
<b>Liabilities and Fund Balances</b>					
<b>Liabilities</b>					
Accounts Payable and					
Accrued Liabilities	2,130,883	371,682	30,804	273,334	2,806,703
Deposits	97,968	-	-	-	97,968
Unearned revenue	73,207	-	-	-	73,207
Due to Other Funds	50,000	-	-	140,000	190,000
<b>Total Liabilities</b>	<b>2,352,059</b>	<b>371,682</b>	<b>30,804</b>	<b>413,334</b>	<b>3,167,878</b>
<b>Deferred Inflow of Resources</b>					
Deferred Lease Inflows	2,393,780	-	-	28,381	2,422,162
<b>Total Deferred Inflow of Resources</b>	<b>2,393,780</b>	<b>-</b>	<b>-</b>	<b>28,381</b>	<b>2,422,162</b>
<b>Fund Balances</b>					
<b>Nonspendable:</b>					
Library Trust Donations	-	-	-	19,726	19,726
Prepays	111,145	-	326	8,743	120,215
<b>Restricted for:</b>					
Capital Projects per One Cent Sales Tax	-	3,506,734	-	-	3,506,734
Enforcement of Florida Bldg. Code	-	-	-	2,288,052	2,288,052
Public Safety Impact Fees	-	-	-	699,143	699,143
Culture and Recreation Impact Fees	-	-	-	501,776	501,776
Ordinance - Community Development	-	-	-	57,359	57,359
Specific Contributions - Library	-	-	-	9,368	9,368
Gas Tax	-	-	-	-	-
Redevelopment District	-	-	3,603,803	-	3,603,803
Police Fines and Forfeitures	-	-	-	87,352	87,352
Cemetery - Chapter 22 of Code	-	-	-	295,828	295,828
Specific Contributions for Roads and Trees	-	-	-	1,454,358	1,454,358
<b>Committed to:</b>					
Library Contribution Fund	-	-	-	4,851	4,851
Ordinance - Stormwater Management	-	-	-	826,695	826,695
<b>Assigned to:</b>					
Emergency Contingency	405,873	-	-	-	405,873
<b>Unassigned:</b>	19,604,398	-	-	-	19,604,398
<b>Total Fund Balance</b>	<b>20,121,416</b>	<b>3,506,734</b>	<b>3,604,129</b>	<b>6,253,251</b>	<b>33,485,530</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 24,867,256</b>	<b>\$ 3,878,416</b>	<b>\$ 3,634,933</b>	<b>\$ 6,694,966</b>	<b>\$ 39,075,570</b>

The notes to the financial statements are an integral part of this statement.

**CITY OF EUSTIS, FLORIDA**  
**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF NET POSITION**  
**SEPTEMBER 30, 2024**

**Total Fund Balances of Governmental Funds** **\$ 33,485,530**

**Amounts Reported for Governmental Activities in the Statement of  
Net Position are Different Because:**

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Governmental capital assets	\$ 112,258,595	
Less accumulated depreciation	(42,794,503)	
Net governmental capital assets		69,464,092

Deferred Outflows/Inflows of resources reported in the statement of net position:

Net deferred outflows - OPEB	635,083	
Net deferred inflows - OPEB	(891,231)	
Net deferred outflows - pensions	24,952	
Net deferred inflows - pensions	(1,321,434)	

Pension Asset		394,358
---------------	--	---------

Long-term liabilities are not due and payable in the current period and accordingly are not reported in the governmental funds.

Long-term liabilities at year end consist of:

Net pension liability	(7,837,984)	
OPEB liability	(2,468,296)	
SBITA Liability	(142,343)	
Lease Liability	(82,297)	
Revenue bonds and notes payable	(2,531,261)	
Accrued Interest	(5,638)	
Compensated absences	(1,851,043)	
		(1,851,043)

<b>Total Net Position of Governmental Activities</b>		<b>\$ 86,872,488</b>
--	--	----------------------

*The notes to the financial statements are an integral part of this statement.*

**CITY OF EUSTIS, FLORIDA**  
**STATEMENT OF REVENUES, EXPENDITURES,**  
**AND CHANGES IN FUND BALANCES**  
**ALL GOVERNMENTAL FUNDS**  
**FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2024**

	General	Sales Tax Capital Projects	Community Redevelopment Trust Fund	Other Nonmajor Governmental Funds	Total Governmental Funds
Revenues	Fund	Fund			
Ad Valorem	\$ 10,978,047	\$ -	\$ -	\$ -	\$ 10,978,047
Franchise Fees	2,076,004	-	-	-	2,076,004
Utility Service Taxes	2,711,684	-	-	-	2,711,684
State Revenue Sharing	3,390,583	-	-	-	3,390,583
Other Intergovernmental Revenues	263,370	2,917,082	593,529	946,334	4,720,315
Grants	-	-	-	182,607	182,607
Permits & Fees	86,766	-	-	1,303,679	1,390,445
Fines and Forfeitures	408,293	-	-	63,767	472,060
Charges for Services	969,174	-	-	887,096	1,856,270
Miscellaneous:					
Interest	886,879	121,454	148,797	216,339	1,373,469
On-Behalf Payment Pensions	434,909	-	-	-	434,909
Leases	155,052	-	-	52,215	207,267
Other Sources	504,232	-	-	79,275	583,507
<b>Total Revenues</b>	<b>22,864,992</b>	<b>3,038,536</b>	<b>742,326</b>	<b>3,731,312</b>	<b>30,377,167</b>
<b>Expenditures</b>					
Current:					
General Government and					
Administration	6,252,915	-	217,037	378,214	6,848,167
Public Safety	10,847,586	-	-	630,012	11,477,598
On-Behalf Payment Pensions	434,909	-	-	-	434,909
Physical Environment	-	-	-	361,430	361,430
Transportation	-	-	-	1,724,998	1,724,998
Culture and Recreation	2,044,703	-	-	18,754	2,063,457
Nondepartmental	951,476	-	324,771	-	1,276,247
Grants and Aid	28,574	-	-	-	28,574
Capital Outlay	770,972	2,839,918	107,731	497,140	4,215,761
Debt Service:					
Principal Payments	182,339	14,910	122,201	9,593	329,044
Interest and Fees	9,702	984	75,948	450	87,083
<b>(Total Expenditures)</b>	<b>(21,523,177)</b>	<b>(2,855,812)</b>	<b>(847,687)</b>	<b>(3,620,592)</b>	<b>(28,847,268)</b>
<b>Excess (Deficiency) of Revenues</b>					
<b>Over (Under) Expenditures</b>	<b>1,341,816</b>	<b>182,724</b>	<b>(105,361)</b>	<b>110,721</b>	<b>1,529,899</b>
<b>Other Financing Sources (Uses)</b>					
Leases (as Lessee)	124,478	-	-	-	124,478
Transfers in	2,333,141	140,000	784,499	1,161,440	4,419,080
Transfers Out	(1,685,939)	-	-	(410,686)	(2,096,625)
<b>Total Other Financing Sources (Uses)</b>	<b>771,680</b>	<b>140,000</b>	<b>784,499</b>	<b>750,754</b>	<b>2,446,933</b>
<b>Net Change in Fund Balances</b>	<b>2,113,495</b>	<b>322,724</b>	<b>679,138</b>	<b>861,475</b>	<b>3,976,832</b>
<b>Fund Balances, Beginning of Year</b>	<b>18,007,921</b>	<b>3,184,010</b>	<b>2,924,991</b>	<b>5,391,776</b>	<b>29,508,698</b>
<b>Fund Balances, End of Year</b>	<b>\$ 20,121,416</b>	<b>\$ 3,506,734</b>	<b>\$ 3,604,129</b>	<b>\$ 6,253,251</b>	<b>\$ 33,485,530</b>

*The notes to the financial statements are an integral part of this statement.*

CITY OF EUSTIS, FLORIDA  
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES OF THE GOVERNMENTAL FUNDS  
TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED SEPTEMBER 30, 2024

Net Change in Fund Balances - Total Governmental Funds \$ 3,976,832

Amounts Reported for Governmental Activities in the Statement of Activities  
are Different Because:

Governmental funds report capital purchases as expenditure. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense in the current period

Expenditures for capital assets	\$ 4,215,761	
Less current year depreciation	(2,552,769)	
Net governmental capital assets		1,662,992

Some revenues are not available and thus reported as deferred inflows at the fund level but reflected as earned in the Statement of Activities and thus taken into revenue on the Statement of Activities. They must be reversed in the subsequent year. (33,122)

Bond proceeds provide current financial resources to governmental funds, while the repayment of the principal consumes financial resources of governmental funds. Governmental funds report the debt issuance.

Principal payments - Notes Payable	122,201
Principal payments and terminations - SBITA and Lease	318,909
Lease transactions	(124,478)

Change in the net pension liability and related deferred amounts. 567,865

Some expenses reported in the statement of activities do not require the use of current financial resources and are not reported as expenditures in governmental funds:

Change in net OPEB liability and related deferred amounts	10,098
Change in compensated absences	6,202

Change in Net Position of Governmental Activities \$ 6,507,499

The notes to the financial statements are an integral part of this statement.

**CITY OF EUSTIS, FLORIDA**  
**STATEMENT OF NET POSITION**  
**PROPRIETARY FUNDS**  
**SEPTEMBER 30, 2024**

	<b>Business-Type Activities Water and Sewer Utility System Fund</b>
<b>Assets</b>	
<b>Current Assets</b>	
Cash and Cash Equivalents	\$ 11,964,845
Investments	493,539
Accounts Receivable, Net	1,153,030
Notes Receivable	27,765
Accrued Interest Receivable	387,204
Other Assets Prepaid	43,181
Inventory	640,223
<b>Total Current Assets</b>	<b>14,709,786</b>
<b>Noncurrent Assets</b>	
Restricted Assets:	
Sinking Fund	133,125
Renewal and Replacement Account	2,725,973
Customer Deposits	472,760
Water Impact Fees	1,610,210
Sewer Impact Fees	1,573,523
<b>Total Restricted Assets</b>	<b>6,515,592</b>
<b>Capital Assets</b>	
Land	1,245,453
Improvements Other Than Buildings	55,560,994
Buildings	1,040,680
Equipment	6,892,203
Construction in Progress	19,011,417
Infrastructure	36,499,173
Other Fixed Assets	11,015
Right-To-Use-SBITA	83,436
(Accumulated Depreciation)	(54,499,808)
<b>Net Capital Assets</b>	<b>65,844,562</b>
<b>Total Noncurrent Assets</b>	<b>72,360,154</b>
<b>Total Assets</b>	<b>87,069,941</b>
<b>Deferred Outflows of Resources</b>	
Pension Plan Deferrals:	
Florida Retirement System	69,523
OPEB	118,934
<b>Total Deferred Outflows of Resources</b>	<b>\$ 188,457</b>

*The notes to the financial statements are an integral part of this statement.*

**CITY OF EUSTIS, FLORIDA  
STATEMENT OF NET POSITION  
PROPRIETARY FUNDS  
SEPTEMBER 30, 2024**

	<b>Business-Type Activities Water and Sewer Utility System Fund</b>
<b>Liabilities</b>	
<b>Current Liabilities Payable from Current Assets</b>	
Accounts Payable	\$ 1,072,953
SBITA Liability	27,739
State Revolving Loans Payables - Current	272,974
Revenue Bonds Payable - Current	355,000
Other Post Employment Benefits	97,099
Compensated Absences	80,739
Unearned Revenue	1,158,738
<b>Total Current Liabilities Payable from Current Assets</b>	<b>3,065,242</b>
<b>Current Liabilities Payable from Restricted Assets</b>	
Customer Deposits	472,760
Accrued Interest Payable	2,285
<b>Total Current Liabilities Payable from Restricted Assets</b>	<b>475,045</b>
<b>Total Current Liabilities</b>	<b>3,540,287</b>
<b>Long-term Liabilities</b>	
SBITA Liability	782
State Revolving Loan Payable	2,122,710
Revenue Bonds Payable Net of Amortization	5,271,975
Other Post Employment Benefits	509,769
Compensated Absences	423,878
Net Pension Liability	307,177
<b>Total Long-term Liabilities</b>	<b>8,636,290</b>
<b>Total Liabilities</b>	<b>12,176,578</b>
<b>Deferred Inflows of Resources</b>	
Pension Plan Deferrals:	
Florida Retirement System	176,572
OPEB	219,122
<b>Total Deferred Outflows of Resources</b>	<b>395,694</b>
<b>Net Position</b>	
Net Investment in Capital Assets	57,793,381
Impact Fees	3,183,734
Renewal and Replacement	2,725,973
Unrestricted Net Position	10,983,038
<b>Total Net Position</b>	<b>\$ 74,686,126</b>

*The notes to the financial statements are an integral part of this statement.*

**CITY OF EUSTIS, FLORIDA  
STATEMENT OF REVENUES, EXPENSES,  
AND CHANGES IN NET POSITION  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<b>Business-Type Activities Water and Sewer Utility System Fund</b>
<b>Operating Revenues</b>	
Charges for Services	\$ 13,963,721
Permits and Fees	206,244
Other Miscellaneous Revenues	11,469
<b>Total Operating Revenues</b>	<b>14,181,433</b>
<b>Operating Expenses</b>	
Personal Services	4,193,775
Operating Expenses	3,263,302
Professional Services	349,050
Depreciation and Amortization	2,759,850
Insurance	494,209
<b>(Total Operating Expenses)</b>	<b>(11,060,186)</b>
<b>Operating Income (Loss)</b>	<b>3,121,246</b>
<b>Non-operating Revenues (Expenses)</b>	
Investment Earnings	863,301
Interest Expense	(260,080)
<b>Total Non-operating Revenues</b>	<b>603,221</b>
<b>Income (Loss) Before Transfers</b>	<b>3,724,468</b>
<b>Transfers, Capital Grants and Capital Contributions</b>	
Impact Fees - water and sewer	1,181,681
Capital Contributions - Developers	2,937,317
Capital Grants - ARPA	5,250,340
Transfers to Other Funds	(2,322,455)
<b>Total Transfers, Capital Grants and Capital Contributions</b>	<b>7,046,883</b>
<b>Change in Net Position</b>	<b>10,771,351</b>
<b>Net Position, Beginning of Year</b>	<b>63,914,775</b>
<b>Net Position, End of Year</b>	<b>\$ 74,686,126</b>

*The notes to the financial statements are an integral part of this statement.*

**CITY OF EUSTIS, FLORIDA  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<b>Business-Type Activities Water and Sewer Utility System Fund</b>
<b>Cash Flows from Operating Activities</b>	
Cash Received from Customers	\$ 14,361,827
Cash Payments to Suppliers for Goods and Services	(5,205,948)
Cash Payments for Employee Services	(3,922,467)
<b>Net Cash Provided by (Used in) Operating Activities</b>	<b>5,233,412</b>
<b>Cash Flows from Noncapital Financing Activities</b>	
Transfers to Other Funds	(2,322,455)
<b>Net Cash Provided by (Used in) Noncapital Financing Activities</b>	<b>(2,322,455)</b>
<b>Cash Flows from Capital and Related Financing Activities</b>	
Acquisition and Construction of Capital Assets	(14,364,277)
Principal Payments State Revolving Loan and Bonds	(628,324)
Capital Contributions Impact Fees	2,340,419
Interest Paid on Revenue Bonds and State Revolving Loan	(259,383)
<b>Net Cash Provided by (Used in) Capital and Related Financing Activities</b>	<b>(12,911,564)</b>
<b>Cash Flows from Investing Activities</b>	
Purchase of Investments	(50,243)
Interest	554,014
<b>Net Cash Provided by (Used in) Investing Activities</b>	<b>503,771</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>(9,496,836)</b>
<b>Cash and Cash Equivalents, Beginning of Year</b>	<b>27,977,273</b>
<b>Cash and Cash Equivalents, End of year</b>	<b>\$ 18,480,437</b>

*The notes to the financial statements are an integral part of this statement.*

**CITY OF EUSTIS, FLORIDA  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<b>Business-Type Activities Water and Sewer Utility System Fund</b>
<b>Cash Flows from Operating Activities</b>	
Cash Received from Customers	\$ 14,361,827
Cash Payments to Suppliers for Goods and Services	(5,205,948)
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Capital Contributions Impact Fees	2,340,419
Interest Paid on Revenue Bonds and State Revolving Loan	(259,383)
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<b>Cash Flows from Investing Activities</b>	
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Interest	554,014
<b>Net Cash Provided by (Used in) Investing Activities</b>	<b>503,771</b>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<b>(9,496,836)</b>
<b>Cash and Cash Equivalents, Beginning of Year</b>	<b>27,977,273</b>
<b>Cash and Cash Equivalents, End of year</b>	<b>\$ 18,480,437</b>

*The notes to the financial statements are an integral part of this statement.*

**CITY OF EUSTIS, FLORIDA**  
**STATEMENT OF CASH FLOWS**  
**PROPRIETARY FUNDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**  
*(Concluded)*

	<b>Business-Type Activities Water and Sewer Utility System Fund</b>
<b><u>Reconciliation of Cash and Cash Equivalents to Balance Sheet</u></b>	
Total Unrestricted Cash and Investments per the Balance Sheet	
Cash and Cash Equivalents	\$ 11,964,845
Restricted Assets Available for Current Liabilities	-
Total Restricted Cash and Investments per the Balance Sheet	6,515,592
Total Cash and Cash Equivalents	<b>18,480,437</b>
<b><u>Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities</u></b>	
Operating Income	3,121,246
Adjustments to Reconcile Operating Income (Loss) to Cash Provided by (Used in) Operating Activities:	
Depreciation	2,759,850
Change in the Provision for Uncollectible Accounts	1,234,053
Decrease (Increase) in Assets:	
Accounts and Interest Receivable	(1,050,406)
Prepays	(3,254)
Inventories	(121,300)
Increase (Decrease) in Liabilities:	
Accounts Payable	(979,101)
Utility Deposits	1,014
Net Pension Liability	122,342
OPEB Liability	1,447
Accrued Expenses	92,421
Deferred Inflow of Resources	46,305
Deferred Outflow of Resources	8,793
<b>Net Cash Provided by (Used in) Operating Activities</b>	<b>\$ 5,233,412</b>

*The notes to the financial statements are an integral part of this statement.*

**CITY OF EUSTIS, FLORIDA**  
**STATEMENT OF FIDUCIARY NET POSITION**  
**FIDUCIARY FUND TYPE**  
**SEPTEMBER 30, 2024**

	<b>Pension Trust Funds</b>
<b>Assets</b>	
<b>Cash and Cash Equivalents</b>	<b>\$ 2,041,132</b>
<b>Receivables</b>	
Interest	89,024
<b>Total Receivables</b>	<b>89,024</b>
<b>Investments, at Fair Value</b>	
Fixed Income Securities	14,483,713
Equities and Mutual Funds	27,837,787
<b>Total Investments</b>	<b>42,321,500</b>
<b>Total Assets</b>	<b>44,451,656</b>
<b>Liabilities</b>	
Accounts Payable - Drop Distributions & Misc Other	11,195
<b>Total Liabilities</b>	<b>11,195</b>
<b>Net Position Restricted for Pension Benefits</b>	<b>\$ 44,440,462</b>

*The notes to the financial statements are an integral part of this statement.*

**CITY OF EUSTIS, FLORIDA**  
**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION**  
**FIDUCIARY FUNDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<b>Pension Trust Funds</b>
<b>Additions</b>	
Contributions:	
Plan Member	\$ 313,985
Insurance Premium Tax	434,909
City	2,051,037
Total Contributions	<u><b>2,799,931</b></u>
Investment Income (Loss):	
Net Appreciation (Depreciation) in Fair Value of Investments	7,353,497
Interest and Dividends	1,135,274
Total Income on Investments	<u>8,488,772</u>
Less: Investment Management Fees	<u>(200,973)</u>
Net Investment Income	<u>8,287,799</u>
<b>Total Additions</b>	<u><b>11,087,729</b></u>
<b>Deductions</b>	
Pension Payments	2,469,263
Administration	114,395
Lump Sum DROP Distributions	412,209
Refunds of Member Contributions	38,657
Realized Losses	69,920
<b>Total Deductions</b>	<u><b>3,104,445</b></u>
<b>Change in Net Position</b>	<u><b>7,983,284</b></u>
<b>Net Position, Beginning of Year</b>	<u><b>36,457,177</b></u>
<b>Net Position, End of Year</b>	<u><b>\$ 44,440,462</b></u>

*The notes to the financial statements are an integral part of this statement.*





**Notes to  
Financial  
Statements**



## Notes to the Financial Statements

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## Notes to the Financial Statements

### Note 1 - Summary of Significant Accounting Policies

The financial statements of the City of Eustis (the “City”) have been prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Significant City accounting policies are described below.

#### A. The Reporting Entity

The City was incorporated in 1883 in accordance with the laws of the State of Florida and operated under the council-manager form of government according to its charter adopted in conformance with the “Municipal Home Rule Powers Act” as defined in Florida Statutes, Chapter 166. The original charter was effective on January 1, 1958, and became law without the Governor’s approval. The City Charter was adopted by Florida Chapter 57-1314 and amended by ordinances 91-74 and 94-04 adopted by referendum on March 11, 1992, and April 6, 1994.

The legislative branch of the City is composed of a five-member elected Commission, which includes a Citywide Mayor who is elected annually by the five sitting Commissioners. The City Commission is governed by the City Charter and State and local laws and regulations. The City Commission is responsible for the establishment and adoption of policy. The execution of such policies and directives is the responsibility of the Commission-appointed City Manager.

- **Police Officers’ and Firefighters’ Pension Plan**

The City contributes to the Police Officers’ and Firefighters’ Pension Plan (POFPP) on behalf of its police officers and firefighters. The plan is a single employer defined benefit plan established by City ordinance and Florida State Law. It is administered by the Plan’s Board of Trustees composed of two Commission appointees, two members of the POFPP elected by the membership, and one member elected by the other four Members and appointed by the City Commission. The POFPP is included in the accompanying financial statements as a fiduciary component unit reflected as a Pension Trust Fund.

- **City of Eustis Community Redevelopment Trust Fund**

The accompanying financial statements present the City and its component unit, which is financially accountable. The City has only one composite component unit, the Community Redevelopment Trust Fund (CRA). The CRA is a blended component unit; it is legally separated in substance but also is a part of the City’s operations. The City created the Downtown and East Town Redevelopment Agency in December 1990 with a base year value of \$36,752,072. In May of 2018, the area was expanded with an additional base year value of \$343,092. The CRA is an incremental tax district established by Florida Statutes Chapter 163 to finance and redevelop the City’s designated redevelopment areas. Even though the CRA is a legally separate entity, it is reported as part of the City because the City Commission also serves as the CRA board. The Commission reviews and approves the CRA’s budget, provides funding and performs all accounting functions for the CRA. The CRA’s services benefit the City by supporting the City’s redevelopment in the designated community redevelopment areas. The CRA has been presented as a blended component unit, classified as a major special revenue fund but is also the subject of a separate audited financial report. The audited CRA financial report is available at: 10 N Grove Street, Eustis, FL 32726.

## Notes to the Financial Statements

### B. Government-Wide and Fund Financial Statements

The Government-Wide Financial Statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all the non-fiduciary activities of the primary government and its component units.

For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which generally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely significantly on fees and charges for services.

The Statement of Activities demonstrates the degree to which program revenues offset the direct expenses costs of a given function or segment. Direct expenses are those that are identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a function or segment. Taxes and other items not included among program revenues are reported instead as general revenues.

The City's fiduciary funds are presented in the fund financial statements. Since, by definition, these assets are being held for the benefit of a third party (pension plan participants) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the Government-Wide Statements.

Separate financial statements are provided for governmental funds, proprietary funds, and the pension Trust Fund. The pension Trust Fund is excluded from the Government-Wide Financial Statements. Major individual governmental and proprietary funds are reported in separate columns in the fund financial statements.

### C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

#### 1. Government-Wide Financial Statements

The Government-Wide Financial Statements report indicates that fiduciary funds use the economic resources measurement focus and the accrual basis of accounting, as does the proprietary fund financial statements. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Revenues recognize property taxes in the year levied. Grants and similar items are recognized as soon as all eligibility requirements imposed by the provider are met.

#### 2. Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or shortly after the current period's liabilities are paid.

For this purpose, the government considers revenues available if collected within 60 days of the end of the current fiscal period.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures and expenditures related to compensated absences and claims and judgments are recorded only when payment is due.

Property taxes, franchise fees, and interest are susceptible to accrual and are recognized as revenues of the current fiscal period.

## Notes to the Financial Statements

Only the portion of special assessments receivable due within the current fiscal period is susceptible to accrual as revenue of the current period. All other revenue considered measurable is cash once the City receives it.

The City reports the following major governmental funds:

- The General Fund is the City's primary operating fund. It accounts for the City's financial resources except those that are required to be accounted for in other funds.
- The Community Redevelopment Trust Fund serves as a special revenue fund designated to manage activities within the established special revenue district. Revenue generated from incremental property values has been accruing since the fund's inception in 1990.
- The Sales Tax Capital Projects Fund accounts for financial resources of the one-cent infrastructure sales tax to be used for the acquisition or construction of major capital facilities, vehicles, or equipment.

The City reports the following major proprietary fund. This fund may be used to report any activity for which fees are charged to external users for goods or services.

- The Water and Wastewater Utility System Fund accounts for the financial activities of the City's water and sewer treatment and distribution operations, maintenance and repair and the funding and payment of related debt.

The City reports the following non-major fund types:

- The Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Lastly, the City reports the following Fiduciary Funds:

- The Pension Trust Funds account for the activities of the City's Police Officer's and Firefighters' Pension Plans.

Proprietary funds distinguish operating revenues and expenses from non-operating revenues and expenses. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the fund's principal on-going operations. The main operating revenues of the City Water and Sewer Utility System Fund are charges to customers for sales and services. Operating expenses for enterprise funds include purchase of goods and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Fiduciary funds are used to report assets held in a trustee or agency capacity for others. The City has established Trust Funds to account for the activities of the City's Police Officer's and Firefighters' Pension Plans. The funds account for the accumulated pension benefit payments to qualified police and fire employees. The City cannot use these funds for any reason. They are excluded from the Government-Wide Financial Statements, are fiduciary in nature and do not represent resources available for operations.

When both restricted and unrestricted resources are available for use, the City's policy is to use restricted resources first and then unrestricted resources, as they are needed for their intended purposes.

## Notes to the Financial Statements

### D. Assets, Liabilities, and Fund Balance

#### • Cash, Cash Equivalents, and Investments

Cash and cash equivalents include cash on hand, demand deposits, and short-term investments with an original maturity date within three months of the date acquired by the City. Governmental fund investments, proprietary fund investments, and pension fund investments are reported at fair market value according to GASB 72, Fair Value Measurement and Application. Accordingly, the change in fair value is recognized as an increase or decrease in investment assets and investment income.

Excluding pension fund investments, the City's investment policy allows for holdings to include certificates of deposit and U.S. Treasury notes with maturities exceeding one year. Certificates of deposit are recorded at cost plus accrued interest. There was no concentration of credit risk as of September 30, 2024.

#### • Receivables

##### Property Taxes Receivable

Under Florida law, the assessment of all properties and the collection of all County, municipal, and School Board property taxes are consolidated in the offices of the Lake County Property Appraiser and the Lake County Tax Collector.

The State's laws regulating tax assessments are also designed to assure a consistent property valuation method statewide. State Statutes permit municipalities to levy property taxes at a rate of up to 10 mills. The City's millage for 2024 was 7.5810 mills. All real and tangible personal property taxes are due and payable on the levy date of November 1 of each year or as soon as the assessment roll is certified by the Lake County property Appraiser (levy date). Lake County (County) mails to each property owner on the assessment roll a notice of the taxes due, and the County collects the taxes for the City of Eustis. Taxes may be paid upon receipt of notice from the County, with discounts at the rate of four percent (4%) if paid in November, three percent (3%) if paid in December, two percent (2%) if paid in January, and one percent (1%) if paid in February. Taxes paid during March are without discount. All unpaid taxes on real and tangible property become delinquent on April 1 (the lien date) of the year following the year in which taxes were assessed. Procedures for collecting delinquent taxes, including applicable tax certificate sales, are provided for by the Laws of Florida and are handled through the County.

##### Accounts Receivable

The operating revenues of the Water and Sewer Utility System Fund are generally recognized based on monthly cycle billings. Revenues for services provided during the last month of the fiscal year that have not been read by September 30 are accrued based on meter readings for the applicable consumption taken at the beginning of October and billed in October. The Water and Sewer Utility System uses the allowance method of bad debt recognition. All receivables are shown net of an allowance for accounts of \$1,529,614 on September 30, 2024.

Listed below is the allowance for doubtful accounts:

	Water & Sewer			
	General	Utility System	Stormwater	
FY 2024	Fund	Fund	Fund	Total
Allowance for Doubtful Accounts	\$ 143,009	\$ 1,239,518	\$ 147,087	\$ 1,529,614

## Notes to the Financial Statements

- **Inventories**

Inventories are valued at cost using the first-in, first-out method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

- **Prepaid**

Certain payments to vendors that reflect costs applicable to future accounting periods are recorded as prepaid items in the Government-Wide and the Fund Financial Statements.

- **Restricted Assets**

Specific provisions of debt resolutions and City policies restrict the uses of certain assets of the Proprietary Fund. These assets are restricted from paying the general obligations of the fund. **Note 1 - Summary of Significant Accounting Policies (Continued)**

Assigned assets are identified as restricted assets on the Statement of Net Position.

- **Capital Assets**

Capital assets include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items). They are reported in the applicable governmental or business-type activities columns in the Government-Wide Financial Statements. Property, plant, and equipment with initial, individual costs equal to or exceeding \$5,000 and estimated useful lives of over one year are recorded as capital assets. Roads, bridges, and sidewalks are capitalized when their initial costs equal or exceed \$25,000 and they possess estimated useful lives of more than one year. Subscription Based Information Technology Agreements (SBITA) or software with an initial cost of equal to or exceeding \$50,000 are capital assets. Purchased or constructed, capital assets are recorded at historical or estimated historical costs. Donated capital assets are recorded at the acquisition value at the date of donation. The City implemented GASB 89, and complies with the requirements of the Statement. The interest cost incurred before the completion of capital construction is recognized as an expense on a basis consistent with governmental fund accounting principles and recognized in the period in which the cost is incurred. Significant outlays for capital assets and improvements are capitalized as projects are constructed.

Capital asset purchases are recorded as capital outlay expenditures at the fund level in the year of acquisition.

Property, plant, and equipment are depreciated using the straight-line method over the following estimated useful lives:

<u>Capital Asset Class</u>	<u>Useful Lives</u>
Buildings	10 - 40 Years
Land Improvements	15 - 40 Years
Equipment	3 - 40 Years
Software	3 - 10 Years
Infrastructure	15 - 40 Years

Expenditures for repairs and maintenance are expensed when costs are incurred. Additions, major renewals and replacements that increase the useful lives of the assets are capitalized.

- **Amortization of Bond Discounts and Premiums**

In the Water and Sewer Utility System Fund, bond discounts and premiums are amortized over the life of the bonds using the straight-line method.

## Notes to the Financial Statements

In the governmental funds, these costs are recorded as other sources and used when bonds are issued. Issuance costs are expensed at the time of debt issuance.

- **Compensated Absences**

The City's policy permits employees to accumulate earned but unused vacation and sick pay benefits. Upon termination in good standing, an employee can receive a cash benefit for the number of days accrued at the employee's current wage. The City accrued compensated absences in the period earned in the both government-wide and enterprise fund financial statements.

- **On-Behalf Payments for Fringe Benefits**

The City receives on-behalf payments from the State of Florida for the Police Officers' and Firefighters' Retirement plan Contributions. On-behalf payments to the City total of \$434,908 for the fiscal year ended September 30, 2024. These payments are currently recorded as revenue in the Pension Trust Funds.

- **Other Postemployment Benefits**

The City's policy allows retirees to participate in its employee health and life insurance programs. The City accrues other post-employment benefits liability for the cost of providing those benefits in the government-wide and enterprise fund financial statements based on annual actuarial measurement.

- **Net Pension Liability (Asset)**

In the government-wide and proprietary statements, the net pension liability (asset) represents the present value of projected benefit payments to be provided through the cost-sharing and single-employer defined benefit pension plans to currently active and inactive employees and is attributed to those employees' past periods of service (total pension liability), less the amount of the pension plan's fiduciary net position.

To measure the net pension liability (asset), deferred outflows of resources and deferred inflows of resources related to pension plans, pension expense, information about the net fiduciary position, and additions to / deductions from the net fiduciary position have been determined on the same basis as the plans report them. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable by the benefit terms. Investments are reported at fair value. The City allocated the net pension liability (asset), deferred outflows for pensions, deferred inflows for pensions, and pension expense to funds and functions/activities based on their respective contributions made to the pension plans during the measurement year.

- **Deferred Outflows and Inflows of Resources**

In addition to assets, the Statement of Net Position presents a separate section for deferred outflows of resources. This financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period(s) and will not be recognized as an outflow of resources (expense/expenditure) until that time. The deferred outflows of resources reported in the Statement of Net Position represents differences between expected and actual economic experience, changes in actuarial assumptions, the net difference between projected and actual earnings on investments, changes in the proportion and differences between the City's contributions and proportionate share of contributions, and the City's contributions after the measurement date, relating to the City's defined benefit pension plans. The City also has deferred outflows of resources due to the implementation of GASB 75 related to the OPEB plan. These amounts will be recognized as expenses in future years.

## Notes to the Financial Statements

In addition to liabilities, the Statement of Net Position presents a section for deferred inflows of resources. This financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to future period(s), and will not be recognized as an inflow of resources (revenue) until that time the deferred inflows of resources reported in the City's Statement of Net Position represent the difference between expected and actual economic experience and changes in the proportion and differences between the City's contributions and proportionate share of contributions relating to the City's defined benefit pension plans. The City also has deferred inflows of resources due to the implementation of GASB 75 related to the OPEB Plan. These amounts will be recognized as reductions in expenses in future years.

### • Net Position

For government-wide reporting, as well as in proprietary funds, the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources is called Net Position. Net Position is comprised of these three components:

- *Net investment in capital assets* consists of capital assets, net of accumulated depreciation/amortization and reduced by outstanding balances of bonds, notes and other debt that are attributable to the acquisition, construction, or improvement of those assets or related debt are included in this component of Net Position.
- *Restricted Net Position* consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Assets are reported as restricted when constraints are placed on asset used either by external parties or by law through constitutional provision or enabling legislation.
- *Unrestricted Net Position* is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that does not meet the definition of the two preceding categories.

When both restricted and unrestricted resources are available, it is the City's policy to use the restricted resources first, and then unrestricted resources as they are needed.

### • Fund Balances

Implementing best practices, the City adopted a policy to set aside funds for maintaining sufficient working capital. This is approximately equal to three months of operating expenses. The 25% balance set aside will be calculated as a percentage of ordinary operating expenses exclusive of debt service, capital outlay, and other financing uses. This amount is required to cover short-term cash flow variations, economic downturns, and emergencies. The City Commission has also approved an amount to be set aside for contingencies such as catastrophic events or unforeseen losses through insurance or litigation as part of the annual budget process.

The City has classified governmental fund balances as follows:

**Non-Spendable:** This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. Non-spendable items include prepaids and inventory. The City has received donations to the Library Trust Fund and is required to maintain the principal. Only the interest earnings may be used.

**Restricted:** This classification includes amounts for which constraints have been placed on the use of the resources by either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.

## Notes to the Financial Statements

The City has classified Fines and Forfeitures as restricted because State Statute limits their use for police investigative expenditures.

Redevelopment funds are restricted to the City's designated geographical area and are exclusive to that area alone. Infrastructure projects are restricted by State Statute and County laws and are legally segregated to fund infrastructure improvements. Other funds are restricted for library operations and other specific developer agreements obligating funds for a particular use.

**Committed:** This classification includes amounts that can be used only for specific purposes under constraints imposed by formal action of the City Commission. These amounts cannot be used for any other purpose unless the City Commission removes or changes the specified use by taking the same type of action (i.e., ordinance) used when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been committed explicitly for use in satisfying those contractual requirements.

**Assigned:** This classification includes amounts constrained by the City's intent to be used for a specific purpose but is neither restricted nor committed. The City Commission can express their intent or delegate this responsibility to the City Manager through the budgetary process. This classification also includes monies allocated to future fiscal years to weather an unforeseen economic crisis.

**Unassigned:** This classification includes the fund balance remaining after the other fund balance classifications have been satisfied. For the General Fund, the minimum Fund Balance is established by Resolution 11-59, amended as necessary.

### E. Revenues, Expenditures, Expenses, Leases and SBITAs

- **Interest Income**

Interest income resulting from cash pooling in a centralized bank account is allocated to each respective fund based on its proportionate share of invested funds.

- **Capital Contributions**

Subsidies to proprietary funds, are recorded as non-operating revenue when earned. The City's policy requires the restriction of all money collected from impact fees. These fees represent a capacity charge for the proportionate share of the cost of expanding, separating, or constructing new additions to the water and sewer system. The use of these funds is limited to projects that expand the capacity of the water and sewer system.

Deposits received that reserve capacity in the City's future water and sewer facilities are recorded as a liability upon receipt. After completion of all legal requirements as stipulated by the City's Water and Sewer Treatment Policy, the money is recorded as non-operating revenue in the year the requirements are met. The City has pledged impact fees to meet expansion bond debt service requirements. Bond covenants require any additional revenue be set aside as a restriction of net position to be used for either further system expansion projects or debt principal repayment.

- **Interfund Transactions**

Interfund services provided and used are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are adequately applicable to another fund are recorded as expenditures/expenses in the fund reimbursed. All interfund transactions are reported as transfers.

## Notes to the Financial Statements

- **Leases**

The City of Eustis is a lessor for several leases of buildings and cell towers. The City of Eustis recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements.

At the commencement of a lease, the City of Eustis initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgements include how the City of Eustis determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

The City of Eustis uses its estimated incremental borrowing rate as the discount rate for leases.

The lease term includes the non-cancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

The City of Eustis monitors changes in circumstances that would require a remeasurement of its leases, and will remeasure the lease receivable and deferred inflows of resources if changes occur that are expected to significantly affect the amount of the lease receivable.

- **Subscription Based Information Technology Agreements (SBITAs)**

A SBITA is defined by GASB as a contract that conveys control of the right to use another party's information technology software, alone or in combination with tangible capital assets, as specified in the contract for a period of time in an exchange or exchange-like transaction.

As more and more information technology systems become Cloud based, the City has begun to use this type of software agreement in various departments. The City uses software solutions to streamline operations, enhance service delivery, enhance citizen engagement, and improve overall efficiency in managing City resources and services. All financial statements dated September 30, 2023, and later are required to follow the new GASB standard.

According to GASB, governments should recognize a right-to-use subscription asset (an intangible asset) and a corresponding subscription liability on their balance sheet when they enter into a SBITA. The right-to-use subscription asset represents the City's right to access the software services, while the subscription liability represents the City's obligation to make future payments for those services. More information regarding SBITAs is presented in Note 14.

- **Change in Accounting Principle**

The City is in the process of reviewing impacts of upcoming GASB pronouncements which will become effective in future years, and notes the following Statements will be applicable to the City.

GASB Statement No. 101, Compensated Absences, will be effective for the City beginning fiscal year 2025.

GASB Statement No. 102, Certain Risk Disclosures, will be effective for the City beginning fiscal year 2025.

## Notes to the Financial Statements

### Note 2 - Stewardship, Compliance, and Accountability

#### Budgetary Requirements

The following procedures are used annually to establish the budgetary information reflected in the annual financial statements:

1. The City Manager submits a proposed operating budget for the fiscal year commencing the following October 1 to the City Commission by August of each year.
2. Two public hearings are held to obtain taxpayer comments.
3. A resolution legally enacting the budget is approved prior to October 1.
4. The City's budget is legally adopted and used as a management control device throughout the year for the General Fund, all Special Revenue funds, and the Pension Trust Funds. The budget adopted for the proprietary fund is prepared and adopted in compliance with debt covenants.
5. Budgets for the governmental funds are adopted consistent with Generally Accepted Accounting Principles (GAAP). The budget for the proprietary fund is adopted on a non-GAAP basis to reflect the budget versus actual information related to "operations and maintenance" as defined in the bond covenants.
6. The City Commission must approve any changes to the budget that alter the total appropriations of any fund. The classification detail at which expenditures may not legally exceed appropriations is at the total fund level. During the fiscal year ended, various appropriations were approved by this policy. Adopted and amended budget amounts are shown in the financial statements.

In addition to the legal requirements discussed above, the Commission has adopted management control and approval guidelines for expenditures and budget amendments. Critical components of these management guidelines are as follows:

1. The City Commission must approve transfers of budgeted amounts between funds.
2. A department director may transfer funds up to \$5,000 within the department's operating and capital accounts.
3. No expenditure or encumbrance may occur without a sufficient budgeted funds.

The City uses encumbrance accounting. Encumbrances represent commitments related to contracts for goods or services that have not yet been started and/or completed. Most operating encumbrances outstanding at year-end are canceled while outstanding capital encumbrances are typically brought forward into the next year.

### Note 3 - Cash, Cash Equivalents, and Investments

#### Cash and Cash Equivalents

The Florida Security for Depositors Act identifies those financial institutions that have deposited the required collateral in the name of the Treasury of the State of Florida as Qualified Public Depositories (QPD's). The City places deposits with only QPD's. Either FDIC or Florida's Multiple Financial Institution Collateral pool insure all cash. Therefore, all deposits of the City are fully insured and collateralized. The amount of deposits (cash and cash equivalents) on September 30, 2024, is \$49,442,981.

## Notes to the Financial Statements

### Investments - Governmental

The City's investment policy states that it may invest surplus public funds in any authorized instruments provided in Florida Statutes 218.415(16). Authorized investments include the following:

- The Local Government Surplus Funds Trust Fund or any intergovernmental investment pool authorized under the Florida Interlocal Cooperation Act, as provided in Section 163.01;
- Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- Interest-bearing time deposits or savings accounts in qualified public depositories, as defined in Section 280.02;
- Direct obligations of the U.S. Treasury; and
- Federal agencies and instrumentalities.

### Investments – Police Officers' Pension Fund

The Police Officers' Pension Fund's investment policy complies with the Employee Retirement Income Security Act of 1974 (ERISA) at 29 U.S.C. s. 1104(a) (1)(A)-(C) and includes the following authorized investments:

- Time, savings, and money market deposit accounts insured by the Federal Deposit Insurance Corporation;
- Obligations issued by the United States Government or obligations guaranteed as to principal and interest by the United States Government;
- Stocks, commingled funds administered by national or state banks, mutual funds or bonds issued or guaranteed by a corporation organized under the laws of the United States.
  - Domestic securities limited to those actively traded on a major exchange or NASDAQ equal to no more than 5.0% of the total Plan's assets at the time of purchase;
  - At least 95% of fixed income securities must be Investment Grade rated by the National Rating Services; no more than 5.0% of fixed income securities can be one grade below Investment Grade;
  - Cash Equivalent securities must be rated either A1 by Standard and Poor's or P1 by Moody's.

### Investments – Firefighters' Pension Fund

The Firefighters' Pension Fund's investment policy complies with the Employee Retirement Income Security Act of 1974 (ERISA) at 29 U.S.C. s. 1104(a) (1)(A)-(C) and includes the following authorized investments:

- Equities traded on a national exchange or electronic network equal to no more than 5.0% of the total Plan's assets at the time of purchase;
- Fixed income investments with a minimum rating of investment grade or higher as reported by a major credit rating service equal to no more than 5.0% of the Plan's total assets at the time of purchase;
- Money market funds limited to Government paper backed by full or implied faith and credit of the United States government; and
- Pooled funds including mutual funds, commingled funds, and exchange-traded funds.

## Notes to the Financial Statements

The following chart presents the City's investments as of September 30, 2024 at Fair Market Value:

Investments	Weighted Average Maturities	S & P Credit Rating	Fair Market Value
<b>Governmental</b>			
Cash and Cash Equivalents	N/A	N/A	\$ 30,962,544
Investments	Less than 1 Year	N/A	3,121,137
<b>Police Officers' Pension Trust:</b>			
Money Market & Cash Equivalents	N/A	Aam	1,480,100
Domestic Fixed Income, Municipal Bonds	2 to 10 Years	AA	8,719,001
International Equities	N/A	N/A	2,542,250
Domestic Equities	N/A	AA	15,656,427
<b>Firefighters' Pension Trust:</b>			
Cash and Cash Equivalents	N/A	N/A	561,031
Equities	N/A	AA	9,639,110
Fixed Income	6 to 9 Years	AAA - BBB	5,764,712
<b>Business-type</b>			
Cash and Cash Equivalents			18,480,437
Investments			493,539
<b>Total Cash and Investment</b>			<b>\$ 97,420,288</b>
Shown in the accompanying Statements of Net Position as follows:			
Entity-wide - Cash and Cash Equivalents			\$ 49,442,981
Entity-wide - Investments			3,614,676
Fiduciary - Cash and Cash Equivalents			2,041,132
Fiduciary - Investments			42,321,500
<b>Total</b>			<b>\$ 97,420,288</b>

### Fair Value of Investments

The City measures and records its investments using fair value measurement guidelines established by Generally Accepted Accounting Principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

**Level 1:** Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the plan can access.

Any asset with an actively traded daily closing price will be classified as a Level 1 input.

**Level 2:** Inputs are inputs (other than quoted prices included within Level 1) observable for the asset or liability, either directly or indirectly. Inputs to the valuation of the entire term of the asset or liability.

As a rule, if an asset or liability does not fall into the requirements of a Level 1 or Level 3 input, it would default to Level 2. With Level 2 inputs, data can be easily obtained to support the valuation, even though it is not as easily obtained as a Level 1 input.

**Level 3:** Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

As a rule, Level 3 inputs are difficult to obtain on a regular basis and it requires verification from an outside party, such as an accountant or an appraisal, to validate the valuation.

Level 1 debt and equity securities are valued based on prices quoted in active markets for those securities. Level 2 debt securities classified are valued using a matrix yield curve that values securities based on their relationship to benchmark quoted prices and credit spreads.

## Notes to the Financial Statements

Level 3 equities categorized as a are valued using a multifactor model, including price, sector indices, and currency fluctuations.

The City does not have any debt obligations classified in Level 3.

City Rated Investments Measured at Fair Market Value as of September 30, 2024:

<b>Police Officer's Pension Trust Rated Investments</b>				
<b>Investments Measured at Fair Value</b>	<b>Measurement using Fair Value</b>			
	<b>9/30/2024</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
Short Term Investments				
Domestic Fixed Income, Municipal Bonds	\$ 8,719,001	\$ -	\$8,719,001	\$ -
<b>Total Debt Securities</b>	<b>8,719,001</b>	<b>-</b>	<b>8,719,001</b>	<b>-</b>
Equity Securities				
International Equities	2,542,250	2,542,250	-	-
Domestic Equities	15,656,427	15,656,427	-	-
<b>Total Equity Securities</b>	<b>\$ 18,198,677</b>	<b>\$ 18,198,677</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Investments Measured at Fair Value</b>	<b>\$ 26,917,678</b>			

<b>Firefighter's Pension Trust Rated Investments</b>				
<b>Investments Measured at Fair Value</b>	<b>Measurement using Fair Value</b>			
	<b>9/30/2024</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
Short Term Investments				
Fixed Income Securities	\$ 5,764,712	\$ -	\$5,764,712	\$ -
<b>Total Debt Securities</b>	<b>5,764,712</b>	<b>-</b>	<b>5,764,712</b>	<b>-</b>
Equity Securities				
Domestic Equities	9,639,110	9,639,110	-	-
<b>Total Equity Securities</b>	<b>\$ 9,639,110</b>	<b>\$ 9,639,110</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Investments Measured at Fair Value</b>	<b>\$ 15,403,822</b>			

### Credit Risk

Credit risk is the risk of loss due to the failure of the security issuer.

The City's investment policy limits the investments to obligations with the highest credit quality ratings. Ratings for debt securities are displayed in the schedule. Florida Statutes 185.06 and 175.06 have a provision regarding investments which states for bonds and stocks that the corporation is listed on any one or more of the recognized national stock exchanges or the National Market System of the NASDAQ Stock Market. In the case of bonds only, the investment must hold a rating in one of the three highest classifications by a primary rating service. Investment ratings are from Moody's Investors Service, Inc. and Standard and Poor's Ratings Group.

Both Pension Plans comply with the Employee Retirement Income Security Act of 1974 (ERISA) at 29 U.S.C. s. 1104(a) (1)(A)-(C). Both Boards endeavor to diversity investments to the extent practicable to control the risk of loss resulting from over-concentration of assets in a specific maturity, issuer, instrument, dealer, or bank through which financial investments are bought and sold.

## Notes to the Financial Statements

### Custodial Credit Risk

Custodial credit risk of an investment is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that own an outside party.

### Interest Rate Risk

Interest rate risk exists when there is a possibility that changes in interest rates could adversely affect an investment's fair value. The weighted average maturity of the City's investments is displayed in the schedule. The City evaluates securities for other-than-temporary impairment every quarter and more frequently when economic or market concerns warrant. Consideration is given to the length of time and the extent to which the fair value has been less than the cost, the financial condition and near-term prospects of the issuer, and the intent and ability of the City to retain its investment in the issuer for a period long enough to allow for any anticipated recovery in the fair value. In analyzing an issuer's financial condition, the City considers whether the Federal Government or its agencies issue the securities, whether there have been downgrades issued by one of the rating agencies and rating the results of reviews of the issuer's financial condition. Neither the City or the Pension Plans have a formal policy regarding interest rate risk.

### The Concentration of Credit Risk

The City's non-pension holdings at TD Bank represent approximately 94% of the City's total cash, cash and equivalents and investments. The City's holdings at United Southern Bank represent approximately 6% of the City's total cash, cash and equivalents and investments. The breakdown of the City's non-pension investments is comprised of cash at 35.56% and Certificates of Deposit (CD's) at 64.44%. As CD's mature, money is either reinvested or is deposited into the City's operating account. This account is highly liquid and has an interest rate of 2.85%. Interest income offsets banking fees. Per Florida Statute requirements, all funds are held by banks that are Qualified Public Depositories of the State of Florida.

### Foreign Currency Risk

The City is not exposed to Foreign Currency Risk.

## Notes to the Financial Statements

### Note 4 - Capital Assets

Capital Asset Activity for the Fiscal Year Ended September 30, 2024 is as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities</b>				
Capital Assets Not Being Depreciated:				
Land	\$ 7,011,465	\$ -	\$ -	\$ 7,011,465
Infrastructure - Retention Ponds	1,946,578	-	-	1,946,578
Infrastructure - Right-of-Way	24,204,385	-	-	24,204,385
Construction in Progress	1,980,920	1,685,352	(2,069,171)	1,597,101
Total Capital Assets Not Being Depreciated	35,143,348	1,685,352	(2,069,171)	34,759,529
Capital Assets Being Depreciated:				
Buildings	14,485,486	452,967	-	14,938,453
Improvements Other Than Buildings	8,254,706	179,656	156,886	8,591,249
Equipment	5,432,535	443,295	(22,545)	5,853,285
Vehicles	7,001,304	2,056,028	(53,699)	9,003,633
Infrastructure (Roads and Streets)	37,202,129	1,539,911	(156,886)	38,585,154
SBITA	567,269	-	(167,655)	399,614
Right-To-Use Leased Assets	-	127,678	-	127,678
Total Capital Assets Being Depreciated	72,943,429	4,799,536	(243,899)	77,499,066
Less Accumulated Depreciation:				
Buildings	(10,469,835)	(334,552)	-	(10,804,387)
Improvements Other Than Buildings	(2,844,321)	(302,801)	(549)	(3,147,670)
Equipment	(3,748,535)	(327,758)	(19,998)	(4,096,291)
Vehicles	(4,332,248)	(542,462)	(3,122)	(4,877,832)
Infrastructure (Roads and Streets)	(18,733,634)	(855,109)	549	(19,588,194)
SBITA	(157,104)	(158,168)	67,062	(248,210)
Right-To-Use Leased Assets	-	(31,920)	-	(31,920)
Total Accumulated Depreciation	(40,285,677)	(2,552,769)	43,943	(42,794,503)
Total Capital Assets Being Depreciated, Net	32,657,752	2,246,767	(199,956)	34,704,563
<b>Governmental Activities Capital Assets, Net</b>	<b>\$ 67,801,100</b>	<b>\$ 3,932,119</b>	<b>\$ (2,269,127)</b>	<b>\$ 69,464,091</b>
<b>Business-type Activities</b>				
Capital Assets Not Being Depreciated:				
Land	\$ 1,245,453	\$ -	\$ -	\$ 1,245,453
Construction in Progress	8,518,476	13,962,252	(3,469,311)	19,011,417
Total Capital Assets Not Being Depreciated	9,763,929	13,962,252	(3,469,311)	20,256,870
Capital Assets Being Depreciated:				
Buildings	1,040,681	-	-	1,040,681
Improvements Other Than Buildings	85,653,537	6,406,628	-	92,060,165
Equipment	6,564,185	402,025	(74,007)	6,892,203
Intangible Assets	11,015	-	-	11,015
SBITA	83,436	-	-	83,436
Total Capital Assets Being Depreciated	93,352,854	6,808,653	(74,007)	100,087,501
Less Accumulated Depreciation:				
Buildings	(953,802)	(12,398)	-	(966,200)
Improvements Other Than Buildings	(46,214,019)	(2,350,110)	-	(48,564,129)
Equipment	(4,618,053)	(370,962)	74,007	(4,915,008)
Other Assets	(3,541)	(1,836)	-	(5,377)
SBITA	(24,550)	(24,545)	-	(49,095)
Total Accumulated Depreciation	(51,813,965)	(2,759,850)	74,007	(54,499,808)
Total Capital Assets Being Depreciated, Net	41,538,889	4,048,803	-	45,587,692
<b>Business-type Activities Capital Assets, Net</b>	<b>\$ 51,302,818</b>	<b>\$ 18,011,055</b>	<b>\$ (3,469,311)</b>	<b>\$ 65,844,562</b>

#### Depreciation Expense - Governmental Activities

General Government and Administration	\$ 392,236
Public Safety	531,328
Physical Environment	111,574
Transportation	1,109,693
Culture and Recreation	407,938

#### Total Depreciation Expense Governmental Activities

**\$ 2,552,769**

#### Depreciation Expense - Business Type Activities

<b>Water and Sewer System</b>	<b>\$ 2,759,850</b>
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## Notes to the Financial Statements

### Note 5 – Pension Plans

#### General Employees

The City has multiple pension plans for its employees. General employees currently participate in one of two plans. Employees hired on or before December 31, 1995, participate in the Florida Retirement System (FRS), a multiple-employer, cost-sharing public employee retirement plan. Employees hired after December 31, 1995, participate in a defined contribution plan. The costs of administering the plans are paid for with investment earnings.

#### City of Eustis Section 401(a) Defined Contribution Plan

In 1995, the State of Florida allowed a one-time opt-out of the Florida Retirement System for all new employees. The City Commission elected to opt-out of FRS, and adopted an ordinance that established a 401A Defined Contribution plan. Empower Retirement is the plan administrator and payments are made bi-weekly. The effective date of the plan was January 1, 1996.

- **Eligibility** - Full-time employees are enrolled immediately, and part-time employees become participants of the plan after six months of service; there is no minimum age requirement.
- **Participants** - 156 participants were in the plan for the fiscal year ended September 30, 2024.
- **Benefit Compensation** - Total pensionable compensation paid during the fiscal year ending September 30, 2024, was \$8,337,338.
- **Forfeitures** - Any forfeitures shall be applied to future employer contributions.
- **Employer Contributions** - 6% of covered payroll is mandatory for general employees. Total contributions for the fiscal year ended September 30, 2024, were \$500,241.
- **Employee Contributions** - General employees have a mandatory contribution of 4%. The contributions are pre-tax. Contributions for the fiscal year ended September 30, 2024, were \$333,493.
- **Normal Retirement** - This is the date the participant attains age 62.
- **Early Retirement** - None.
- **Vesting Schedule** - 0 through 4 years 0%, 5 years 100% or 100% at age 62.
- **Distributions** - Participants may request immediate distribution upon termination. If not vested, participants receive only what they have contributed to the plan and forfeit any employer contributions.
- **Miscellaneous** - Loans are allowed under the 401A plan. However, the amount is limited to the amount of the participants' contributions with a minimum of \$1,000. Repayment is limited to five years and is repaid bi-weekly via payroll deductions. Transfers in from other qualified plans are permitted.

#### Florida Retirement System (FRS)

FRS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 121, Florida Statutes, and Chapter 60S, Florida Administrative Code. Amendments to the law can be made only by an act of the Florida State Legislature.

- The State of Florida issues a publicly available financial report annually that includes financial statements and required supplementary information for FRS.

## Notes to the Financial Statements

The most recent report may be obtained by writing to the State of Florida Division of Retirement, Department of Management Services, P.O. Box 9000, Tallahassee, Florida 32315-9000, or from the Web site: [www.dms.myflorida.com/workforceoperations/retirement/publications](http://www.dms.myflorida.com/workforceoperations/retirement/publications).

- **Plan Description** - The pension plan is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option program (DROP) for eligible employees.
- **Benefits Provided** - Benefits under the FRS pension plan are computed based on age, average final compensation, and years of service credit. Regular class pension plan members enrolled before July 1, 2011, who retire at or after age 62 with at least five years of credited service or 30 years of service regardless of age, are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation based on the six highest years of salary, for each year of credited service. Vested members with less than 30 years of service may retire before age 62 and receive reduced retirement benefits.

As provided in Section 121.101, Florida Statutes, if the member initially enrolled in the pension plan before July 1, 2011, and has service credit after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a portion of 3% determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by three percent.

In addition to the above benefits, DROP allows eligible members to defer receipt of monthly retirement benefit payments while continuing employment with an FRS employer for a period not to exceed 60 months after electing to participate. Deferred monthly benefits are held in the FRS Trust Fund and accrue interest. There are no required contributions by DROP participants.

- **Contributions**

The FRS has nine classes of membership. Only two of those classes apply to the City's remaining eligible employees. These two classes, with descriptions and contribution rates in effect during the period ended September 30, 2024, are as follows:

	<b>Regular</b>	<b>DROP</b>
7/1/23 - 6/30/24	13.57%	21.13%
7/1/23 - 9/30/24	13.63%	21.13%

The City's contributions to FRS for the years ended September 30, 2024, 2023, and 2022 were \$49,700, \$49,660 and \$45,276, respectively, and equal the required contributions for each year.

- **Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

On September 30, 2024, the City reported an FRS pension liability of \$306,158 for its proportionate share of the pension plan's net pension liability. The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2024. The City's proportionate share of the net pension liability was based on the City's 2023-24 fiscal year contributions relative to all participating members' 2022-23 fiscal year contributions. The City's proportionate share was 0.000791% and 0.000905% on June 30, 2024, and June 30, 2023, respectively.

	<b>FRS</b>
Proportional Share of Net Pension	\$ 306,158
City's Proportion at June 30, 2024	0.000791%
City's Proportion at June 30, 2023	0.000905%
Change in Proportion during Current Year	-0.000114%

## Notes to the Financial Statements

For the fiscal year ended September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<b>Description</b>	<b>FRS Deferred Outflows of Resources</b>	<b>FRS Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 30,930	\$ -
Change of Assumptions	41,962	-
Net difference between projected and actual earnings on Pension Plan	-	(20,349)
Changes in proportion and differences between City Pension Plan	-	(131,889)
City Pension Plan contributions subsequent to the measurement date	10,879	-
<b>Total</b>	<b>\$ 83,771</b>	<b>\$ (152,238)</b>

The deferred outflows of resources related to the FRS plan, totaling \$10,879 resulting from City contributions to the FRS plan after the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2025.

Other amounts reported as deferred outflows of resources and deferred inflows of resources, related to the pension plan will be recognized in pension expenses as follows:

<b>Fiscal Year Ending June 30,</b>	<b>Deferred Outflow / Inflow Amount</b>
2024	\$ (58,137)
2025	5,744
2026	(19,975)
2027	(7,704)
2028	726
Thereafter	-
<b>Total</b>	<b>\$ (79,346)</b>

- **Actuarial Assumptions** - The total pension liability on June 30, 2024, actuarial valuation was determined using the following actuarial assumption, applied to all periods included in the measurement:

Inflation	2.40%
Salary Increases	3.50% including inflation
Investment rate of return	6.70% net of investment expense

Mortality rates were based on the Generational PUB-2010 with Projection Scale MP-2018 tables for October 1, 2023 to June 30, 2024 and Projection Scale MP-2021 tables for July 1, 2024 to September 30, 2024.

The most recent actuarial assumptions experience study for the FRS pension plan is dated July 1, 2024. Valuation was based on the results of an actuarial experience study from July 1, 2013, through June 30, 2018.

The long-term expected rate of return on pension plan investments was not based on historical returns but based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and actual geometric rates of return for each major asset class are summarized in the following table:

## Notes to the Financial Statements

Asset Class	Target Allocation *	Annual Arithmetic Return
Cash	1.00%	3.30%
Fixed Income	29.00%	5.70%
Global Equity	45.00%	8.60%
Real Estate (Property)	12.00%	8.10%
Private Equity	11.00%	12.40%
Strategic Investments	2.00%	6.50%
<b>Total</b>	<b>100.00%</b>	<b>44.60%</b>

\* As outlined in the Pension Plan's Investment Policy

- **Discount Rate** - The discount rate used to measure the total pension liability was 6.70%. The pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of currently active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return.
- **Sensitivity to the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following represents the City's proportionate share of the Net Pension Liability calculated using the discount rate of 6.70%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower, 5.70%, or one percentage point higher, 7.70% than the current rate:

FRS Net Pension Liability (Asset)		
Current Discount		
1% Decrease	Rate	1% Increase
5.70%	6.70%	7.70%
\$ 538,521	\$ 306,158	\$ 111,505

- **Pension Plan Fiduciary Net Position** - Detailed information regarding the pension plan's fiduciary net position is available in the separately issued FRS pension plan and Other State-Administered Systems Comprehensive Annual Financial Report.

### Health Insurance Subsidy (HIS) Plan

- **Plan Description** - The HIS plan is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.
- **Benefits Provided** - For the fiscal year ended September 30, 2024, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month. To be eligible to receive these benefits, a retiree under a State-administered retirement system must provide proof of health insurance coverage, including Medicare.
- **Contributions** - The HIS plan is funded by required contributions from FRS participating employers set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members.

## Notes to the Financial Statements

For the fiscal year ended September 30, 2024, the HIS contribution for October 1, 2023, through June 30, 2024, and from July 1, 2022, through September 30, 2023, was 0.000733% and 0.000879%, respectively. HIS plan contributions are deposited in a separate trust fund from which payments are authorized. HIS plan benefits are not guaranteed and are subject to annual legislative appropriation. If legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled. The City contributed 100% of its statutorily required contributions for the current and preceding three years. The City's contributions to the HIS plan totaled \$6,116 for the fiscal year ended September 30, 2024.

### • Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

On September 30, 2024, the City reported a liability of \$109,958 for its proportionate share of the HIS plan's net pension liability. The net pension liability was measured as of June 30, 2024. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation, updated to July 1, 2024. The City's proportionate share of the net pension liability was based on the City's 2023-24 fiscal year contributions relative to all participating members' 2022-23 fiscal year contributions. The City's proportionate share was 0.000733% and 0.000879% on June 30, 2024, and June 30, 2023, respectively.

	<b>HIS</b>
Proportional Share of Net Pension	\$ 109,958
City's Proportion at June 30, 2024	0.000733%
City's Proportion at June 30, 2023	0.000879%
Change in Proportion during Current Year	-0.000146%

For the fiscal year ended September 30, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<b>Description</b>	<b>HIS Deferred Outflows of Resources</b>	<b>HIS Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 1,062	\$ (211)
Change of Assumptions	1,946	(13,018)
Net difference between projected and actual earnings on Pension Plan	-	(40)
Changes in proportion and differences between City Pension Plan	-	(73,686)
City Pension Plan contributions subsequent to the measurement date	1,406	-
<b>Total</b>	<b>\$ 4,414</b>	<b>\$ (86,955)</b>

The deferred outflows of resources related to the HIS plan, totaling \$1,406 resulting from City contributions to the HIS plan after the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2025.

The City contributed 100% of its statutorily required contributions for the current and preceding three years. Other amounts reported as deferred outflows of resources and deferred inflows of resources (\$82,541), related to the HIS plan will be recognized in pension expense as follows:

<b>Fiscal Year Ending June 30,</b>	<b>Deferred Outflow / Inflow Amount</b>
2024	\$ (24,580)
2025	(21,873)
2026	(18,917)
2027	(11,427)
2028	(5,678)
Thereafter	(1,472.00)
<b>Total</b>	<b>\$ (83,947)</b>

## Notes to the Financial Statements

- **Actuarial Assumptions** – The total pension liability on July 1, 2023, updated to July 1, 2024, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40%
Salary Increases	3.50% including inflation
Municipal Bond Index	3.93%

Mortality rates were based on the Generational PUB-2010 with Projection Scale MP-2018 tables for October 1, 2023 to June 30, 2024 and Projection Scale MP-2021 tables for July 1, 2024 to September 30, 2024.

The most recent actuarial assumptions experience study for the FRS pension plan is dated July 1, 2024. Valuation was based on the results of an actuarial experience study from July 1, 2013, through June 30, 2018.

- **Discount Rate** - The discount rate used to measure the total pension liability was 3.93%. The discount rate for calculating the total pension liability equals the single rate equivalent to discounting at the long-term expected rate of return for benefit payments before the projected depletion date. Because the HIS benefit is funded on a pay-as-you-go basis, the depletion date is considered immediate. The single equivalent discount rate equals the municipal bond rate selected by the HIS plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Index was adopted as the applicable municipal bond index.
- **Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate** - The following represents the City's proportionate share of the net pension liability calculated using the discount rate of 3.93%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower at 2.93% or one percentage point higher at 4.93% than the current rate:

<b>HIS Net Pension Liability (Asset)</b>		
Current Discount		
1% Decrease	Rate	1% Increase
2.93%	3.93%	4.93%
\$ 125,173	\$ 109,958	\$ 97,327

- **Pension Plan Fiduciary Net Position** - Detailed information regarding the HIS plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

### Police and Fire Defined Benefit Pension Plans

#### Plan Administration

The City of Eustis municipal police Officers' pension and Retirement System is a single employer defined pension plan administered by a Board of Trustees. The Board consists of five Trustees, two of them are appointed by the City Commissions, two members are full-time police Officers, elected by the members of the Plan, and the fifth member is elected by the other four members and appointed by Commission. Specific provisions of Chapter 185, Florida Statutes, Chapter 112, Florida Statutes, and the Internal Revenue Code govern the Plan.

The City of Eustis Municipal Firefighters' Pension and Retirement System is a single employer defined pension plan administered by a Board of Trustees.

## Notes to the Financial Statements

The Board consists of five Trustees, two of them are appointed by the City Commission, two members are full-time Firefighters, elected by the members of the plan, and the fifth member is elected by the other four members and appointed by Commission. Specific provisions of Chapter 175, Florida Statutes, Chapter 112, Florida Statutes, and the Internal Revenue Code govern the Plan.

These plans are maintained as Pension Trust Funds and included in the City's reporting entity. City ordinance and State law require contributions to be determined by actuarial studies. The City Commission has the authority to establish and amend the benefit provisions of the plans. Administrative costs are paid by contributions and investment earnings. Stand-alone financial reports are not issued.

	9/30/2024	9/30/2024
<b>Plan Membership</b>	<b>Police Officers</b>	<b>Firefighters</b>
Inactive plan members or beneficiaries currently receiving benefits	38	22
Inactive plan members entitled to, but not yet receiving, benefits	9	22
Active Plan Members	44	25
<b>Total</b>	<b>91</b>	<b>69</b>

- **Benefits Provided** – Both the Police Officers and Firefighters' pension plans provide retirement, disability, termination, and death benefits.
- **Normal Retirement** - For both plans, normal retirement can occur at age 55 and the completion of 10 years of credited service or at age 52 and 25 years of credited service. The benefit payable at retirement is 3% of the average final compensation time credited to the police Officers' plan and 4% for the Firefighters' plan.
- **Early Retirement** - Both plans allow early retirement at age 50 and 10 years of credited service. The benefit payable is the same as normal retirement, reduced by 3% per year.
- **Termination of Employment (Both Plans)** - A refund of contributions paid occurs for termination with less than ten years of service. Any interest earned is retained by the Plan.
- **Disability benefits** - The plans provide for disability benefits accrued as of the date of disability. The disability benefit is 65% of the average final compensation (AFC) for service-related disability and 25% of AFC for non-service-related disability.
- **Pre-Retirement Death Benefits** - Pre-retirement death benefits are available to beneficiaries of Police Officers and Firefighters on the date that normal retirement would have been reached for vested plan members. For non-vested Police Officers and Firefighters, the beneficiary is entitled to a refund of member contributions.
- **Contributions** - Contributions for the Police Officers' and Firefighters' pension plans include a required contribution from employees of 4% of compensation (as defined). Employer contributions are actuarially determined as the remaining amount necessary to pay current costs and amortize unfunded past service costs, as provided in Chapter 112, Florida Statutes.
- **Employer Contribution:** Police Pension - \$1,356,354; Fire Pension - \$694,683  
Employee Contribution: Police Pension - \$211,019; Fire Pension - \$102,966
- **Benefit Compensation** - The benefits compensation from Police and Fire Pension Funds for the fiscal year ended September 30, 2024, was: \$1,778,008 for the Police Pension Fund and \$1,144,397 for the Fire Pension Fund.
- **Deferred Retirement Option Program (DROP)** – Eligibility requires satisfaction with standard retirement requirements.

## Notes to the Financial Statements

- **Net Pension Liability of the City** - The measurement date for the Net Pension Liability for the City is September 30, 2024. The measurement period for pension expense and the reporting period is October 1, 2023, to September 30, 2024.

The components of the Net Pension Liability of the City on September 30, 2024, were as follows:

### Police Officers' Pension Plan

Total Pension Liability	\$ 36,211,765
Plan Fiduciary Net Position	(28,482,720)
City's Net Pension Liability	<u>\$ 7,729,045</u>
Plan Fiduciary Net Position as a Percent of Total Pension Liability	78.66%

### Firefighters' Pension Plan

Total Pension Liability	\$ 15,560,056
Plan Fiduciary Net Position	(15,954,414)
City's Net Pension (Asset)	<u>\$ (394,358)</u>
Plan Fiduciary Net Position as a Percent of Total Pension Liability	102.53%

The costs of administering the Police Officers' and Firefighters' pension plans are paid by contributions and investment earnings.

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a)-(b)
<b>Police Officers</b>			
<b>Beginning Balance 9/30/2023</b>	<b>\$ 33,613,852</b>	<b>\$ 23,470,145</b>	<b>\$ 10,143,707</b>
Changes for a Year:			
Service Cost	766,235	-	766,235
Interest	2,277,394	-	2,277,394
Differences between Expected and Actual Experience	801,879	-	801,879
Changes of assumptions	466,758	-	466,758
Contributions - Employer	-	1,356,354	(1,356,354)
Contributions - State	-	236,151	(236,151)
Contributions - Employee	-	212,449	(212,449)
Net Investment Income	-	5,053,990	(5,053,990)
Benefit payments, including Refunds of Employee Contributions	(1,778,008)	(1,778,008)	-
Other (Change in Share Plan Reserve)	63,655	-	63,655
Administrative Expense	-	(68,361)	68,361
Net Changes	<u>2,597,913</u>	<u>5,012,575</u>	<u>(2,414,662)</u>
<b>Ending Balance 9/30/2024</b>	<b><u>\$ 36,211,765</u></b>	<b><u>\$ 28,482,720</u></b>	<b><u>\$ 7,729,045</u></b>

## Notes to the Financial Statements

	Increase (Decrease)		
	Total Pension	Plan Fiduciary	Net Pension
Firefighters	Liability (a)	Net Position (b)	(Asset) (a)-(b)
<b>Beginning Balance 9/30/2023</b>	<b>\$ 15,300,829</b>	<b>\$ 12,986,547</b>	<b>\$ 2,314,282</b>
Changes for a Year:			
Service Cost	366,670	-	366,670
Interest	1,139,696	-	1,139,696
Share Plan Allocation	61,547	-	61,547
Change in Benefit Terms	-	-	-
Experience Gains / Loses	(164,289)	-	(164,289)
Contributions - Employer	-	694,683	(694,683)
Contributions - State	-	198,758	(198,758)
Contributions - Employee	-	102,966	(102,966)
Net Investment Income	-	3,165,994	(3,165,994)
Pension Plan Investments	-	-	-
Benefit Payments, Including Refunds of Employee Contributions	(1,144,397)	(1,144,397)	-
Administrative Expense	-	(50,137)	50,137
Net Changes	259,227	2,967,867	(2,708,640)
<b>Ending Balance 9/30/2024</b>	<b>\$ 15,560,056</b>	<b>\$ 15,954,414</b>	<b>\$ (394,358)</b>

For the year ended September 30, 2024, the City will recognize pension expense of \$1,853,934 and \$289,352 for Police and Firefighters, respectively. On September 30, 2024, the City reported Deferred Outflow of Resources and Deferred Inflow for Police and Fire Department Resources related to pensions from the following sources:

	Police Deferred Inflows of Resources	Police Deferred Outflows of Resources
Differences between Expected and Actual Experience	\$ 58,396	\$ 811,787
Changes of Assumptions	7,866	749,233
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	3,857,877	2,369,409
<b>Total</b>	<b>\$ 3,924,139</b>	<b>\$ 3,930,429</b>

Amounts reported as Deferred Outflows of Resources and Deferred Inflows of Resources related to the Police Pension will be recognized in Pension Expense as follows:

### Year Ended September 30, 2024:

2025	\$ 294,729
2026	714,518
2027	(580,012)
2028	(447,822)
2029	24,877
Thereafter	-
<b>Total</b>	<b>\$ 6,290</b>

## Notes to the Financial Statements

	<b>Fire Deferred Inflows of Resources</b>	<b>Fire Deferred Outflows of Resources</b>
Differences between Expected and Actual Experience	\$ 478,332	\$ -
Changes of Assumptions	-	-
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	760,482	-
<b>Total</b>	<b>\$ 1,238,814</b>	<b>\$ -</b>

Amounts reported as Deferred Outflows of Resources and Deferred Inflows of Resources related to the Firefighters Pension will be recognized in Pension Expense as follows:

### Year Ended September 30, 2024:

2025	\$ (223,037)
2026	10,933
2027	(588,112)
2028	(438,598)
2029	-
Thereafter	-
<b>Total</b>	<b>\$ (1,238,814)</b>

### Significant Actuarial Assumptions

The following is a summary of actuarial methods and significant actuarial assumptions used in the latest actuarial valuations:

	<b>Police</b>	<b>Fire</b>
Funding Method	Entry age norml	Entry age norml
Amortization method	Level dollar, closed	New UAAL amortization bases are amortized
Remaining amortization period	16 years	Over 15 years (as of 9/30/24)
Actuarial asset method	4-year smoothed marked	4-year smoothed marked
Inflation	2.50% per year	2.50% per year
Salary increses	6.00% per year	Service based
Ivestment rate of return	6.70% per year	7.55% per year
Mortality	The same versions of Pub-2010 Headcount-Weighted Mortality Tables as used by the FRS for Special Risk Class members in their July 1, 2022 actuarial valuation (with mortality improvements projected for healthy to all future years after 2010, using Scale MP-2018) FL Statutes Chapter 1112.63(1)(f) mandates this use of mortality tables from one of the two most recently published FRS actuarial valuation reports.	Pub-S.H - 2010 Mortality Table for Annuitants, Projected with Mortality Improvement Scale MP-2018.

### Investments Held

Investments are reported at Fair Market Value. Securities traded on a national or international exchange are valued at current exchange rates at the last reported sales price. Investments that do not have an established market are reported at estimated fair value.

## Notes to the Financial Statements

Authorized investments are governed by Florida Statutes and each plan's investment policy. All plan investments are held by an outside third-party custodian who recommends what instruments to purchase based on each plan's investment policy. Investments are held, and the return earned is reviewed quarterly by the Pension Board of the respective plan. Both the Police Officers' and Firefighters' pension plans did not hold investments in any organization representing 5% or more of the plan's fiduciary net position.

For the year ended September 30, 2024, the money-weighted investment rate of return was 2.08% and 24.63% for the Police Officers' and Firefighters' plans respectively, express investment performance, net of investment expense, adjusted for the changing amount invested.

### Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method. The best estimate ranges of expected future real rates of return (expected returns, net pension plan investment expenses, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rates of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of real arithmetic rates of return for each major asset class are included in both the Police Officers' and Firefighters' pension plan's target asset allocation as of September 30, 2024.

Asset Class	Police		Fire	
	Target Allocation	Long Term Expected Rate of Return	Target Allocation	Long Term Expected Rate of Return
Domestic Equity	50.00%	6.70%	45.00%	7.50%
International Equity	15.00%	6.70%	15.00%	8.50%
Domestic Fixed Income	30.00%	3.81%	25.00%	2.50%
Private Real Estate	5.00%	6.70%	10.00%	4.50%
GTAA			5.00%	3.50%
<b>Total</b>	<b>100.00%</b>		<b>100.00%</b>	

### Discount Rate

The discount rate used to measure total pension liability was 6.70% and 7.55% for the Police Officers' and Firefighters' plans, respectively. The projection of cash flows used to determine the discount rate assumed that plan member contributions would be made at the current contribution rate and that sponsor contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate.

Based on those assumptions, the pension plans' fiduciary net position was projected to be able to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

## Notes to the Financial Statements

The following presents the sensitivity of the Net Pension Liability of the City to a change in the discount rate:

	Current Single Discount		
	1% Decrease	Rate Assumption	1% Increase
<b>Police Officers' Plan</b>	<b>5.70%</b>	<b>6.70%</b>	<b>7.70%</b>
Sponsor's Net pension Liability	\$ 12,981,049	\$ 7,729,045	\$ 3,464,582
<b>Firefighters' Plan</b>	<b>6.55%</b>	<b>7.55%</b>	<b>8.55%</b>
Sponsor's Net pension (Asset)	\$ 1,626,911	\$ (394,358)	\$ (2,065,498)

Summary of Defined Pension Plans				
As of September 30, 2024	Net Pension Liability	Deferred Inflows	Deferred Outflows	Pension Expense
FRS and HIS				
Governmental	\$ 108,939	\$ 62,620	\$ 23,087	\$ 65
Business Type	307,177	176,572	65098	182
FRS - Total	<b>\$ 416,116</b>	<b>\$ 239,192</b>	<b>\$ 88,185</b>	<b>\$ 247</b>
Police Pension Plan	7,729,045	3,924,139	3,930,429	1,853,934
Firefighters' Pension Plan	-	1,238,814	-	289,352
<b>Total</b>	<b>\$ 8,145,161</b>	<b>\$ 5,402,145</b>	<b>\$ 4,018,614</b>	<b>\$ 2,143,533</b>

Schedule of Pension Plan Net Position September 30, 2024			
	Firefighters	Police Officers	Total
<b>Assets</b>			
Cash and Cash Equivalents	\$ 561,031	\$ 1,480,100	\$ 2,041,132
Interest Receivable (Investment Income)	4,082	84,942	89,024
Fixed Income Securities at Fair Value	5,764,712	8,719,001	14,483,713
Equities and mutual Funds at Fair Value	9,639,110	18,198,677	27,837,788
<b>Total Assets</b>	<b>15,968,936</b>	<b>28,482,720</b>	<b>44,451,656</b>
<b>Liabilities</b>			
Accounts payable	11,195	-	11,195
<b>Total Liabilities</b>	<b>11,195</b>	<b>-</b>	<b>11,195</b>
<b>Net Position Restricted for Employees' Pension Benefits and Other Purposes</b>	<b>\$ 15,957,741</b>	<b>\$ 28,482,720</b>	<b>\$ 44,440,462</b>

### Schedule of Change in Pension Plan Net Position September 30, 2024

	Fire	Police	Total
<b>Additions:</b>			
<b>Contributions</b>			
Plan Member Contributions	\$ 102,966	\$ 211,019	\$ 313,985
Insurance Premium Tax	198,758	236,151	434,909
City Contributions	694,683	1,356,354	2,051,037
<b>Total Contributions</b>	<b>996,407</b>	<b>1,803,523</b>	<b>2,799,930</b>

## Notes to the Financial Statements

	Fire	Police	Total
<b>Income on Investments</b>			
Net Appreciation (Depreciation) in Fair Value of Investments	2,789,822	4,563,675	7,353,497
Interest Income and Dividends	420,986	714,288	1,135,274
<b>Total Income on Investments</b>	<b>3,210,808</b>	<b>5,277,963</b>	<b>8,488,771</b>
<b>Additions (Reductions)</b>			
Less: Investment Management Fees	(44,251)	(156,722)	(200,973)
Interest Income and Dividends	4,207,216	7,081,486	11,288,702
<b>Total Additions (Reductions)</b>	<b>4,162,965</b>	<b>6,924,764</b>	<b>11,087,729</b>
<b>Deductions</b>			
Pension Payments	(1,142,120)	(1,778,009)	(2,920,129)
Administration	(50,137)	(64,258)	(114,395)
Realized Losses	-	(69,920)	(69,920)
<b>Total Deductions</b>	<b>(1,192,257)</b>	<b>(1,912,188)</b>	<b>(3,104,445)</b>
<b>Change in Net Position</b>	<b>2,970,708</b>	<b>5,012,576</b>	<b>7,983,284</b>
<b>Net Position, Beginning of Year</b>	<b>12,987,033</b>	<b>23,470,144</b>	<b>36,457,177</b>
<b>Net Position, End of Year</b>	<b>\$ 15,957,741</b>	<b>\$ 28,482,720</b>	<b>\$ 44,440,462</b>

### Note 6 - Other Post-Employment Benefits

The Other post-Employment Benefit Plan (OPEB) is a single employer benefit plan administered by the City. Under Section 112.0801, Florida Statutes, former employees who retire from the City are eligible to participate in the City's health plan for medical and prescription drug coverage. Although retirees pay for healthcare at group rates, they are receiving a valuable benefit because they can buy insurance at lower costs than the costs associated with the experience rating for their age.

The City subsidizes the premium rates paid by retirees by participating in the blended group (implicitly funded) premium rates for active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the plan on average than those of active employees.

The City does not issue a standalone financial report on the OPEB Plan. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

#### Employees Covered by Benefit Terms

To be eligible for participation in the OPEB plan, the employee must:

- Retire under the Florida Retirement System, the City of Eustis Retirement Plan, the Eustis Police Officers' Pension Plan or the Eustis Firefighters' Pension Plan, and
- Attain the minimum service requirements under the OPEB Plan, and
- Elect to continue medical coverage by paying the applicable monthly premium.

## Notes to the Financial Statements

The benefit terms covered the following employees as of October 1, 2023 - September 2024, the latest actuarial valuation date:

Retirees and beneficiaries currently receiving benefits	24
Active employees	174
<b>Total</b>	<b>198</b>

**Funding Policy** Contributions to the OPEB plan are established and may be amended through action from the City Commission. The OPEB plan must reimburse the City for the City's average blended cost (the City provides the implicit subsidy). The monthly average total premium combined costs of the various options as of October 1, 2024, were:

Pre-65 years old - \$841 for individual coverage, \$1,952 for retiree and spouse coverage, and

Post-65 years old - \$627 for individual coverage, \$1,404 for retiree and spouse coverage.

The City's OPEB liability measurement date is September 30, 2023. The measurement period for OPEB cost was October 1, 2022, to September 30, 2023. The components of the City's total OPEB liability on September 30, 2024, are as follows:

Total OPEB Liability	\$ 3,075,164
OPEB plan Fiduciary Net position	-
City's Total OPEB Liability	<u>\$ 3,075,164</u>
OPEB plan Fiduciary Net position as a percentage of Total OPEB Liability	0.00%

**Actuarial Assumptions** The total OPEB liability as of September 30, 2024, was based on a roll-forward of the actuarial valuation dated October 1, 2023, using the following actuarial assumptions:

Inflation	2.50% per annum
Discount Rate	4.63%
Healthcare Cost Trend Rate	7.50% per annum (including inflation of 2.50%)

Mortality rates for Police Officers and Firefighters were based on the same versions of Pub-2010 Public General Retirement Plans Health Mortality Table as used by the FRS for Special Risk. Class members in their July 1, 2022, actuarial valuation (with mortality improvements projected for healthy to all future years after 2010, using Scale MP-2021). Florida Statutes Chapter 1112.63(1)(f) mandates this use of mortality tables from one of the two most recently published FRS actuarial valuation reports.

**Discount Rate** The discount rate used to measure the total OPEB liability on September 30, 2024, was 4.63%. Because the City's OPEB costs are essentially funded on a pay-as-you-go funding structure, a municipal bond rate was used to determine the total pension liability for the program. The Bond Buyer General Obligation 20-Bond Municipal bond Index was adopted.

## Notes to the Financial Statements

### Changes in the Total OPEB Liability

	<b>Fiscal Year</b>
	<b>2024</b>
<b>Total OPEB Liability</b>	
Service Cost	\$ 133,270
Interest	134,171
Difference between Expected and Actual Experience	-
Change of assumptions and other inputs	(32,653)
Benefit payments	(151,347)
Change in Total OPEB Liability	83,441
Total OPEB Liability beginning of the Year	2,991,723
<b>Total OPEB Liability End of the Year</b>	<b>\$ 3,075,164</b>

### Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following table presents the total OPEB liability, calculated using the discount rate of 4.63%, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower (3.63%) or one-percentage-point higher (5.63%) than the current discount rate:

	<b>1% Decrease</b>	<b>Current Discount</b>	<b>1% Increase</b>
	<b>3.63%</b>	<b>Rate</b>	<b>5.63%</b>
	<b>4.63%</b>		
Total OPEB Liability	\$ 3,444,908	\$ 3,075,164	\$ 2,766,655

### Sensitivity of the total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following table presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a healthcare cost trend rate that is one percentage point lower (1.00%) or one-percentage-point higher (1.00%) than the current discount rate:

	<b>1% Decrease</b>	<b>Current Trend</b>	<b>1% Increase</b>
	<b>3.63%</b>	<b>Rate</b>	<b>5.63%</b>
	<b>4.63%</b>		
Total OPEB Liability	\$ 2,735,629	\$ 3,075,164	\$ 3,481,455

### OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended September 30, 2024, the City recognized OPEB expense of \$177,575. On September 30, 2024, the City had deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<b>Deferred</b>	<b>Deferred</b>
	<b>Outflows of</b>	<b>Inflows of</b>
	<b>Resources</b>	<b>Resources</b>
Differences between Expected and Actual Expenses	\$ 189,841	\$ (658,731)
Changes in Assumptions	412,829	(451,622)
Contributions Subsequent to the Measurement Date	151,347	-
	<b>\$ 754,017</b>	<b>\$ (1,110,353)</b>

## Notes to the Financial Statements

Deferred inflows of resources shown above will be recognized in OPEB expense in the following years:

<b><u>Fiscal Year Ending</u></b>	
September 30, 2025	\$ (89,864)
September 30, 2026	7,374
September 30, 2027	(150,482)
September 30, 2028	(142,316)
September 30, 2029	(8,467)
Thereafter	(123,928)
	<b><u>\$ (507,683)</u></b>

### Note 7 - Deferred Compensation Plan

The City offers its employees a deferred compensation plan created by Internal Revenue Code Section 457. The plan, available to all City employees, permits them to defer a portion of their salary until future years. The deferred compensation is not open to employees until termination, retirement, death, or unforeseeable emergency.

Plan amendments have been made to comply with IRC Section 457, as amended by the 1996 changes to the tax code. The assets are held in various custodial accounts. All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are solely the property and rights of the various participants of the plan.

### Note 8 - Risk Management

#### Property, Casualty, Liability and Workers' Compensation

The City is exposed to various claims and losses, including property damage, liability, and workers' compensation, for which it participates in an insurance pool with other Florida governmental agencies. Premiums are determined based on each city's loss ratio for the previous year. The pool, although largely self-insured, purchases excess coverage from commercial carriers.

The City's property and auto coverage has a \$25,000 deductible. An additional 5% deductible is applied to any named windstorm. Property located within a flood zone must maintain separate coverage. The policy provides for automatic coverage for increases in property values for the remainder of the policy term, up to \$5,000,000 in total insurable values at no additional premium. General liability is set at \$2,000,000 per member with an aggregate of \$10,000,000. Workers' compensation limits are set at \$2,000,000. In addition to all coverage, the City has elected to carry excess liability insurance for \$8,000,000 per occurrence. Terrorism is excluded for buildings valued at more than \$50,000,000, not affecting our City.

#### Health Insurance

The City provides health, dental, and life insurance benefits at no cost to full-time employees. Employees pay a portion of dependent health coverage. Vision and dependent dental coverage are available to employees at the full premium cost. Premiums are deducted pre-tax from the employees' bi-weekly paycheck.

## Notes to the Financial Statements

Employees may select from two PPO health plans at no cost for employee coverage or they may select one of two buy-up plans, a PPO or HMO. Employees pay a small percentage of the premium for the buy-up plans. All plans offer dependent coverage with employees paying a percentage of the dependent premium.

Since October, 2003, the City's health coverage has been self-insured through a pool with other Florida governmental agencies. Retirees may elect to stay on the City's health plan at the City's monthly cost. Terminated employees are offered COBRA coverage at the City's monthly cost.

The City provides \$20,000 in life insurance for most employees. Department Directors and upper management employees receive \$50,000 in coverage. Employees also receive equal amounts in Accidental Death & Dismemberment (AD&D) insurance. These group policies are at no cost to the employee. Additional Term Life and AD&D policies are available to employees at a bi-weekly cost.

Retirees may opt to purchase \$10,000 in life insurance at a low monthly cost.

### Note 9 – Commitments

The City has outstanding commitments on various contracts for construction and other projects.

#### Construction projects committed but not completed as of September 30, 2024:

	<b>Total Estimated Cost</b>	<b>Cost Incurred to Date</b>	<b>% Complete</b>	<b>Type of Project</b>
<b>Governmental Activities:</b>				
<b>Sales Tax Capital Projects Fund</b>				
Aquatic Center Improvements	\$ 174,500	\$ 104,786	60.05%	Capital
City Hall Improvements	264,620	94,740	35.80%	Capital
Fire Communication System	55,000	46,216	84.00%	Capital
Fire Station 22 Renovation	110,339	36,716	33.00%	Capital
Kayak Launch	85,000	77,820	91.55%	Non-Capital
Rosenwald Gardens Roads	2,000,000	399,088	20.00%	Capital
Sunset Island Improvements	109,823	49,823	45.00%	Capital
<b>Subtotal</b>	<b>2,799,282</b>	<b>809,189</b>		
<b>Greenwood Cemetary Fund</b>				
Design & Constr. Gardens, Plots	40,000	9,500	24.00%	Non-Capital
<b>Subtotal</b>	<b>40,000</b>	<b>9,500</b>		
<b>Stormwater Fund</b>				
Buena Vista Stormwater Improv.	212,000	101,609	47.93%	Capital
Exester St. Drainage	75,000	66,772	89.03%	Capital
Stormwater Culvert Replacement	80,000	19,300	9.00%	Capital
Tedford Improvements	51,500	29,873	58.01%	Capital
<b>Subtotal</b>	<b>418,500</b>	<b>217,554</b>		
<b>CRA Fund</b>				
CRA Sidewalk / Tree Planting	176,800	134,689	76.18%	Non-Capital
CRA Street Rehabilitation	50,000	79,259	79.00%	Capital
Lake Eustis Sewall Rehab	440,400	40,500	9.20%	Capital
<b>Subtotal</b>	<b>667,200</b>	<b>254,448</b>		

## Notes to the Financial Statements

	<b>Total Estimated Cost</b>	<b>Cost Incurred to Date</b>	<b>% Complete</b>	<b>Type of Project</b>
<b>Parks Impact Fees</b>				
Corey Rolle Field Improvements	63,375	9,354	15.00%	Capital
<b>Subtotal</b>	<b>63,375</b>	<b>9,354</b>		
<b>Total Governmental Activities</b>	<b>\$ 3,988,357</b>	<b>\$ 1,300,045</b>		
<b>Business Type Activities:</b>				
Coolidge Sewer Main Expansion	\$ 1,800,000	\$ 1,613,489	89.64%	Capital
Coolidge Water Main Expansion	1,940,225	1,916,672	98.79%	Capital
CR 44 Force Main	105,000	77,892	74.00%	Capital
Crom Tank	350,000	6,645	1.90%	Capital
Eastern High Speed Service Pump	360,000	44,391	12.33%	Capital
Eastern Plant Turbine	35,000	27,740	79.26%	Capital
Eastern Well One	203,500	8,689	4.00%	Capital
Effluent Pump and Motor	180,000	32,584	18.10%	Capital
Hydro Tank Maintenance	133,000	11,398	9.00%	Capital
Jefferis Ct. Galvanized Main	206,640	30,060	14.55%	Capital
Lakeshore Ave. Galvanized Main	40,000	26,635	67.00%	Capital
Lift Station Control Panels	87,000	30,305	34.83%	Capital
Lift Stations Generator	455,000	247,240	54.34%	Capital
Main WWTP Expansion	13,500,000	12,942,090	95.87%	Capital
Sewer Infiltration / Intrusion	750,000	618,687	82.49%	Capital
Water Dep. Office & Comp. CR 44	880,000	99,512	11.31%	Capital
Water Eastern Area Expansion	535,000	452,386	84.56%	Capital
<b>Total Business Type Activities</b>	<b>\$ 21,560,365</b>	<b>\$ 18,186,416</b>		

### Note 10 - Long-Term Debt

In governmental fund financial statements, compensated absences associated with employee terminations before year-end is recorded as an expenditure and represents amounts that would typically be paid with available, spendable resources. All governmental fund compensated absences are recorded and split between current and noncurrent portions in the Government-Wide Financial Statements. Compensated absences payable and other postemployment benefits from the governmental funds are liquidated from the General, Street Improvement, and Stormwater Funds.

In proprietary funds, compensated absences associated with employee vacations and sick leave are recorded as expenses, representing the amounts accrued during the year. The liability for compensated absences of these funds is reflected in the respective financial statements split between the current and noncurrent portions.

The following is a schedule of the City's long-term debt outstanding on September 30, 2024:

	<b>Governmental Activities</b>				<b>Amounts Due Within One Year</b>
	<b>Beginning Balance</b>	<b>Increases</b>	<b>Decreases</b>	<b>Ending Balance</b>	
<b>Governmental Activities:</b>					
<b>Revenue Bonds and Notes Payable:</b>					
CRA Loan - (Direct Placement)	\$ 2,653,462	\$ -	\$ (122,201)	\$ 2,531,261	\$ 2,531,261
<b>Subtotal</b>	<b>2,653,462</b>	<b>-</b>	<b>(122,201)</b>	<b>2,531,261</b>	<b>2,531,261</b>

## Notes to the Financial Statements

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
<b>Governmental Activities:</b>					
<b>Other Liabilities:</b>					
Total OPEB Liability	2,386,302	81,994	-	2,468,296	394,927
Net Pension Liability	12,772,728	-	(4,934,744)	7,837,984	-
Compensated Absences	1,857,245	-	(6,202)	1,851,043	296,167
SBITA Liability	419,071	-	(276,728)	142,343	97,889
Lease Liability	-	124,478	(42,181)	82,297	41,850
<b>Total Other Liabilities</b>	<b>17,435,346</b>	<b>206,473</b>	<b>(5,259,855)</b>	<b>12,381,964</b>	<b>830,834</b>
<b>Total Governmental Activities</b>	<b>\$ 20,088,808</b>	<b>\$ 206,473</b>	<b>\$ (5,382,055)</b>	<b>\$ 14,913,225</b>	<b>\$ 3,362,095</b>
<b>Business Type Activities</b>					
	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
<b>Business Type Activities:</b>					
<b>Revenue Bonds:</b>					
Water & Sewer Revenue					
Bonds, Series 2016	\$ 5,989,318	\$ -	\$ (362,343)	\$ 5,626,975	\$ 355,000
<b>Subtotal</b>	<b>5,989,318</b>	<b>-</b>	<b>(362,343)</b>	<b>5,626,975</b>	<b>355,000</b>
<b>Notes Payable - Direct Borrowings:</b>					
State Revolving Note Agreement	2,514,668	-	(251,211)	2,263,457	257,836
State Revolving Note Agreement	146,997	-	(14,770)	132,227	15,138
<b>Subtotal</b>	<b>2,661,665</b>	<b>-</b>	<b>(265,981)</b>	<b>2,395,684</b>	<b>272,974</b>
<b>Total Revenue Bonds and Notes</b>	<b>8,650,983</b>	<b>-</b>	<b>(628,324)</b>	<b>8,022,659</b>	<b>627,974</b>
<b>Other Liabilities</b>					
Total OPEB Liability	605,421	-	1,447	606,868	97,099
Net Pension Liability	184,835	122,342	-	307,177	-
Compensated Absences	412,195	92,422	-	504,617	80,739
SBITA Liability	56,262	-	(27,740)	28,522	27,740
<b>Total Other Liabilities</b>	<b>1,258,713</b>	<b>214,764</b>	<b>(26,293)</b>	<b>1,447,184</b>	<b>205,578</b>
<b>Total Business Type Activities</b>	<b>\$ 9,909,696</b>	<b>\$ 214,764</b>	<b>\$ (654,617)</b>	<b>\$ 9,469,843</b>	<b>\$ 833,553</b>

The following is a schedule of bonds and notes outstanding on September 30, 2024:

Description of Bonds	Purpose of Issue	Issued	Outstanding	Rates
<b>Governmental Activities:</b>				
CRA Loan - 2020	Community Development	\$ 3,000,000	\$ 2,531,261	2.875%
<b>Total Governmental Activities</b>		<b>\$ 3,000,000</b>	<b>\$ 2,531,261</b>	
<b>Business Type Activities:</b>				
Revenue Bonds, Series 2016	Utility Improvement	\$ 7,680,000	\$ 5,280,000	Variable
Unamortized Bond Premium - 2016	Utility Improvement	504,691	346,975	Variable
State Revolving Note Agreement	Utility Improvement	292,989	132,227	Variable
State Revolving Note Agreement	Nitrification	5,264,258	2,263,457	Variable
<b>Total Business Type Activities</b>		<b>\$ 13,741,938</b>	<b>\$ 8,022,659</b>	

## Notes to the Financial Statements

Debt Service to maturity on the City's bonded indebtedness and loan agreements are as follows:

<b>Governmental Activities</b>		
<b>CRA Loan - 2020 (Direct Borrowing)</b>		
<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>
2025	\$ 2,531,262	\$ 71,071
<b>Total</b>	<b>\$ 2,531,262</b>	<b>\$ 71,071</b>

<b>Business-Type Activities</b>		
<b>State Revolving Loans (Direct Borrowing)</b>		
<b>Fiscal Year</b>	<b>Principal</b>	<b>Interest</b>
2025	\$ 272,974	\$ 60,811
2026	280,152	53,633
2027	287,518	46,267
2028	295,077	38,708
2029	302,836	30,949
2010-2032	957,127	44,228
<b>Revenue Bonds - 2016</b>		
2025	355,000	196,656
2026	365,000	186,006
2027	380,000	171,406
2028	395,000	156,206
2029	410,000	140,406
2030-2034	2,320,000	441,431
2035-2036	1,055,000	53,013
<b>Total</b>	<b>\$ 5,280,000</b>	<b>\$ 1,345,124</b>

### Governmental Activity Liabilities

Below is a summary of all long-term liabilities of the governmental funds at September 30, 2024:

#### CRA Loan

In September of FY 2020, the City contracted with USB bank to provide financing for \$3,000,000 for the City's Community Redevelopment (CRA) Trust Fund to purchase three land blocks located in the City's Eustis Downtown. The five-year loan is at a fixed interest rate of 2.875%, with a balloon payment due in September, 2025, the end of the loan term. Principal and interest payments of \$16,512 are paid monthly, commencing October 2020. \$3,000,000 in cash is collateralized on this loan. Principal and interest for the current year is \$198,148.

#### Business-Type Activity Liabilities

Below is a summary of all long-term liabilities of the proprietary funds on September 30, 2024:

#### Florida Department of Environmental Protection State Revolving (SRF) Loan Agreement

In FY 2012 the City obtained SRF loan CRF 350302 in the amount of \$3,105,003, with an average interest rate of 1.45%. The first payment was on March 15, 2013. The final payment is due on September 15, 2032. The semi-annual principal and interest payments are \$157,730. The pledged revenue ratio is 0.0539. Also in FY 2012, another loan, SRF 350300, was obtained for \$292,989 with an average interest rate of 1.49%. The first payment was on March 15, 2013. The final payment is due on September 15, 2032. Principal and interest payments are \$9,162 semi-annually. The pledged revenue ratio is 0.0222.

## Notes to the Financial Statements

Provisions of the loan mandate that rates of the water and sewer system be high enough to provide coverage of 1.15 times the sum of the semi-annual payments, that utilities will not provide any free service, and that all connections are mandatory and consistent with applicable laws. The City shall not allow any competing services within the City limits and the City must use its best efforts to collect all rates, fees, and other charges.

### Water and Sewer Revenue Bonds, Series 2016

On November 3, 2016, the City issued a \$7,680,000 Water and Sewer Revenue Bond with an annual interest rate of 3.21% to finance the costs of certain improvements to the City's combined water and sewer systems. This bond is backed by the revenues generated from the City water and sewer services provided to the community - user fees, connection charges, rate charges, penalties and fines. The total revenue pledged for water and sewer revenue bonds refers to the total amount of income from the water and sewer services that is dedicated to paying off the bond obligations. Principal and interest for 2024 were \$550,256 and the remaining outstanding principal is \$5,280,000 and the remaining interest is \$1,345,125. Payments are due annually. The pledged revenue coverage ratio is 0.0943.

### Note 11 - Interfund Transfers

Interfund transfers usually are recurring and approved by the City Commission during the budget process or by separate resolutions. Transfers from the Water and Sewer System Fund to the General Fund support general government operations. Other transfers may be for debt service requirements, City grant matches, certain City-wide studies or professional services, etc. In FY 2024, water and sewer impact fees were waived for the new residential construction to stimulate City growth and development. An equal amount of impact fees was transferred from the Water and Sewer Fund to Water and Sewer Impact Fee Funds.

Interfund transfers on September 30, 2024, consists of the following:

Transfers Out	Transfer In						
	Major Funds		Nonmajor Funds				Total Transfers
	General Fund	Community Redevelopment	Sales Tax	Street Improvement	Greenwood Cemetery	Economic Development	
<b>Governmental Funds</b>							
<b>Major Funds</b>							
General Fund	\$ -	\$ 784,499	\$ -	\$ 845,000	\$ 6,440	\$ 50,000	\$ 1,685,939
<b>Nonmajor Funds</b>							
Stormwater Utility	-	-	140,000	260,000	-	-	400,000
Greenwood Cemetery	4,950	-	-	-	-	-	4,950
Impact Fees	5,736	-	-	-	-	-	5,736
<b>Total Governmental Funds</b>	<b>\$ 10,686</b>	<b>\$ 784,499</b>	<b>\$ 140,000</b>	<b>\$ 1,105,000</b>	<b>\$ 6,440</b>	<b>\$ 50,000</b>	<b>\$ 2,096,625</b>
Transfers Out	Transfer In						
	Major Funds		Nonmajor Funds				Total Transfers
	General Fund	Community Redevelopment	Sales Tax	Street Improvement	Greenwood Cemetery	Economic Development	
Water and Sewer	\$ 2,322,455	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,322,455
<b>Total Enterprise Funds</b>	<b>2,322,455</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,322,455</b>
<b>Total Transfers</b>	<b>\$ 2,333,141</b>	<b>\$ 784,499</b>	<b>\$ 140,000</b>	<b>\$ 1,105,000</b>	<b>\$ 6,440</b>	<b>\$ 50,000</b>	<b>\$ 4,419,080</b>

## Notes to the Financial Statements

### Note 12 - Contingent Liabilities

Under the terms of Federal and State grants and loans, periodic audits are required. Occasionally certain costs are questionable as not allowable as expenditures under the terms of the grants which could ultimately result in reimbursement to the grantor agency. City management believes not disallowed expenditures, if any, will not be material.

In the normal course of business, the City is involved in legal actions. Management does not believe any pending legal action will have a material effect on the City's financial statements.

### Note 13 – Leases

#### Governmental Activities

##### Lease Payable - Lessee

For the year ended September 30, 2024, the financial statements include GASB Statement No. 87, Leases. The primary objective of this statement is to enhance the relevance and consistency of information about governments' leasing activities. This statement establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. For additional information, refer to the disclosures below.

As of September 30, 2024, City of Eustis, FL had one active lease, Sound Equipment. The lease has payments that range from \$43,500 to \$43,500 and interest rates that range from 2.4260% to 2.4260%. As of September 30, 2024, the total combined value of the lease liability is \$82,297, the total combined value of the short-term lease liability is \$41,850. The combined value of the right to use asset, as of September 30, 2024, of \$127,433 with accumulated amortization of \$30,796 is included within the Lease Class activities table found below. The leases had \$0 of Variable Payments and \$0 of Other Payments, not included in the Lease Liability, within the Fiscal Year.

#### 001 - GENERAL FUND ACTIVITIES:

	Balance as of			Balance as of	Short-Term Balance as of
	10/01/23	Additions	Reductions	09/30/24	09/30/24
<b>Lease Liability</b>					
Equipment					
Sound Equipment	\$ -	\$ 124,478	\$ 42,181	\$ 82,297	\$ 41,850
Total Equipment Lease Liability	-	124,478	42,181	82,297	41,850
Total Lease Liability	-	124,478	42,181	82,297	41,850
<b>Lease Assets</b>					
Equipment					
Sound Equipment	-	127,678	-	127,433	
Total Equipment Lease Assets	-	127,678	-	127,433	
Total Lease Assets	-	127,678	-	127,433	
<b>Lease Accumulated Amortization</b>					
Equipment					
Sound Equipment	-	31,920	-	31,920	
Total Equipment Lease Accumulated Amortization	-	31,920	-	31,920	
Total Lease Accumulated Amortization	-	31,920	-	31,920	
<b>Total Governmental Lease Assets, Net</b>	<b>\$ -</b>	<b>\$ 95,758</b>	<b>\$ -</b>	<b>\$ 95,513</b>	

## Notes to the Financial Statements

### Leases Receivable - Lessor

For the year ended September 30, 2024, the financial statements include GASB Statement No. 87, Leases. The primary objective of this statement is to enhance the relevance and consistency of information about governments' leasing activities. This statement establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. For additional information, refer to the disclosures below.

As of September 30, 2024, City of Eustis, FL had five active leases. The leases have receipts that range from \$4,950 to \$52,542 and interest rates that range from 2.3900% to 2.5800%. As of September 30, 2024, the total combined value of the lease receivable is \$2,684,616, the total combined value of the short-term lease receivable is \$104,484, and the combined value of the deferred inflow of resources is \$2,436,478. The leases had \$0 of Variable Receipts and \$0 of Other Receipts, not included in the Lease Receivable, within the Fiscal Year.

### Principal and Interest Expected to Maturity

Fiscal Year	Governmental Activities		
	Principal Payments	Interest Payments	Total Payments
2025	104,484	63,065	167,549
2026	72,292	60,715	133,007
2027	51,643	59,345	110,988
2028	57,993	58,042	116,035
2029	64,733	56,583	121,316
Thereafter	2,331,814	604,258	2,936,072

#### GOVERNMENTAL ACTIVITIES:

	Balance as of		Balance as of	
	10/01/23	Additions	Reductions	09/30/24
Lease Receivable				
Buildings				
Chamber of Commerce Lease Modified	\$ 4,901	\$ -	\$ 4,901	\$ -
El Marie Pizzeria	49,264	-	17,008	32,256
W.I.N. 1 Ministries - 301 West Ward Avenue	-	88,391	34,779	53,612
Total Building Lease Receivable	54,165	88,391	56,688	85,868
Land				
Crown Castle AT&T	1,145,760	-	25,485	1,120,275
Verizon Tower - E Bates Ave.	1,487,722	-	9,250	1,478,473
Total Land Lease Receivable	2,633,482	-	34,735	2,598,748
<b>Total Lease Receivable</b>	<b>\$ 2,687,647</b>	<b>\$ 88,391</b>	<b>\$ 91,423</b>	<b>\$ 2,684,616</b>

### Note 14 - Subscription-Based Information Technology Arrangements (SBITA)

GASB 96 defines a SBITA as a contract that conveys control of the right to use another party's information technology software, alone or in combination with tangible capital assets, as specified in the contract for a period of time in an exchange or exchange-like transaction.

## Notes to the Financial Statements

As more and more information technology systems become Cloud based, the City has begun to use this type of software agreement in various departments. The City uses software solutions to streamline operations, enhance service delivery, enhance citizen engagement, and improve overall efficiency in managing City resources and services. These software programs allow for more effective decision-making and operational improvements across different departments throughout the City.

All financial statements dated September 30, 2023, and forward are required to follow the new GASB standard. Contracts that existed at the adoption date and remain in force would use the conditions and circumstances on October 1, 2022, to record the initial transaction. Those agreements entered into after that date will be recorded as of the commencement date of the subscription term.

Under GASB 96, governments should recognize a right-to-use subscription asset (an intangible asset) and a corresponding subscription liability on their balance sheet when they enter into a SBITA. The right-to-use subscription asset represents the City's right to access the software services, while the subscription liability represents the City's obligation to make future payments for those services. The City should amortize the right-to-use subscription asset over the shorter of the SBITA term or the useful life of the underlying software asset. The amortization expense should be recognized as an outflow of resources (expense) in the Statement of Activities. Interest expense should be recognized on the subscription liability, following the effective interest method.

### **Significant SBITA Provisions:**

- 1. Subscription Term** - The SBITA subscription term is defined as the period during which the City has a noncancelable right to use the underlying IT asset, plus the following periods, if applicable:
  - Periods covered by the City's option to extend the SBITA when reasonably certain the City will exercise this option.
  - Periods covered by the City's option to extend the SBITA when reasonably certain the City will exercise this option.
  - Periods covered by the City's option to terminate the SBITA when reasonably certain the City will not exercise this option.
  - Periods covered by the SBITA vendor's option to extend the SBITA when reasonably certain the SBITA vendor will exercise this option.
  - Periods covered by the SBITA vendor's option to terminate the SBITA when reasonably certain the SBITA vendor will not exercise this option.

Periods where both the City and the SBITA vendor have an option to terminate the SBITA without permission from the other party (or if both parties must agree to extend) are cancelable periods and are excluded from subscription terms.

Subscription terms should be reassessed only if one or more of the following occur:

- The City or SBITA vendor elects to exercise an option even though previously determined that it was reasonably certain they would not exercise that option.
- The City or SBITA vendor elects not to exercise an option even though it was previously determined that it was reasonably certain they would exercise that option.
- An event specified in the SBITA contract that requires an extension or termination takes place.

## Notes to the Financial Statements

2. **SBITA Modifications** - A SBITA amendment resulting in a modification should be accounted for as a separate SBITA if it adds one or more underlying IT assets that were not included in the original SBITA contract and the increase in subscription payments for the additional subscription asset does not appear to be unreasonable.
3. **SBITA Terminations** - A SBITA amendment resulting in a decrease of the City's right to use the underlying IT assets is considered to be a full or partial termination. The City should reduce the carrying values of the subscription liability and related assets, and recognize a gain or loss for the difference.
4. **Contracts with Multiple Components** - If a SBITA contract contains multiple components, such as a subscription component (right to use the underlying IT asset) and a non-subscription component (maintenance services for the IT asset), the City should account for the subscription and non-subscription components as separate contracts and allocate the contract price to the different components. If it is not practicable to determine the best estimate for price allocation between some or all components in the contract, the components should be accounted for as a single SBITA unit.
5. **Contract Combinations** - Contracts finalized at or near the same time with the same SBITA vendor should be considered part of the same contract if either of the following criteria is met:
  - The contracts are negotiated as a package with a single objective.
  - The amount of consideration to be paid for one contract depends on the price or performance of the other contract.

GASB 96 provides guidance on the accounting and financial reporting for SBITAs. The City takes into account the nature of its SBITA arrangements and, if a qualified SBITA, properly classifies and reports them in the financial statements.

The following table presents the cost, depreciation, liability and debt service on all SBITA agreements as of September 30, 2024:

GOVERNMENTAL ACTIVITIES:	Balance as of			Balance as of
	10/01/23	Additions	Reductions	09/30/24
Subscription Assets				
Software				
<b>Total Subscription Assets</b>	\$ 567,269	\$ -	\$ 167,655	\$ 399,614
Subscription Accumulated Amortization				
Software				
<b>Total Subscription Accumulated Amortization</b>	157,104	158,168	67,062	248,210
<b>Total Governmental Subscription Assets, Net</b>	<b>410,165</b>	<b>(158,168)</b>	<b>100,593</b>	<b>151,405</b>

GOVERNMENTAL ACTIVITIES:	Balance as of			Balance as of	Short-Term
	10/01/23	Additions	Reductions	09/30/24	Balance as of
Subscription Liability					
Software					
<b>Total Subscription Liability</b>	\$ 419,071	\$ -	\$ 276,728	\$ 142,343	\$ 97,889

## Notes to the Financial Statements

### BUSINESS-TYPE ACTIVITIES:

	Balance as of 10/01/23	Additions	Reductions	Balance as of 09/30/24
Subscription Assets				
Software				
Total Subscription Assets	\$ 83,436	\$ -	\$ -	\$ 83,436
Subscription Accumulated Amortization				
Software				
Total Subscription Accumulated Amortization	24,545	24,545	-	49,090
<b>Total Business-Type Subscription Assets, Net</b>	<b>58,891</b>	<b>(24,545)</b>	<b>-</b>	<b>34,346</b>

	Balance as of 10/01/23	Additions	Reductions	Balance as of 09/30/24	Short-Term Balance as of 09/30/24
Subscription Liability					
Software					
<b>Total Subscription Liability</b>	<b>\$ 56,262</b>	<b>\$ -</b>	<b>\$ 27,740</b>	<b>\$ 28,522</b>	<b>\$ 27,740</b>

### Note 15 – Subsequent Event

#### Hurricane Milton

On October 11, 2024, portions of the State of Florida were declared a State of Emergency by Florida Governor Ron DeSantis. The Declaration included the City of Eustis. The full financial impact of the storm on the City of Eustis is unknown at this time. The storm resulted in the City experiencing a high volume of debris needed removal. Fortunately, the City is able to remove the majority of debris on City roads and right-of-ways with their own staff and equipment. Physical damage to buildings, structures and facilities was minimal. Claims have been filed with the City's insurance carrier and the City has applied for FEMA reimbursement for costs incurred.





**Required  
Supplementary  
Information,  
Other Than  
MD&A**



## **REQUIRED SUPPLEMENTARY INFORMATION, OTHER THAN MD&A, INCLUDING BUDGETARY SCHEDULES**

### **Major Governmental Funds**

Under GASB 34 the focus of the fund financial statements is on major funds. These funds are defined based on a numerical formula and generally represent the City's most important funds. Major funds for the City of Eustis are as follows:

#### **General Fund**

The General Fund will always be the major fund for the City of Eustis. The fund accounts for the general operations and essential functions of the City.

#### **Community Redevelopment Trust Fund**

This fund accounts for the incremental tax increase within the Downtown and East Town Redevelopment District. The funds are used for the exclusive benefit of revitalization of these geographical areas.

#### **Schedule of Changes in Net Pension Liability**

This schedule presents ten-year information regarding the City's Fire and Police Pensions Funds. It was prepared as part of the most recent actuarial valuation.

#### **Schedule of Contributions from Employer and Others**

This schedule presents ten-year information regarding contributions for the Fire and Police Pension Funds and was prepared as part of the most recent actuarial valuation.

#### **Schedule of Proportionate Share of FRS Net Pension Liability**

This schedule presents ten-year information regarding the City's liability for the Florida Retirement System (FRS) and Health Insurance Subsidy (HIS) last ten-year information.

#### **Schedule of FRS Contributions**

This schedule presents the ten-year information regarding contributions to the Florida Retirement System (FRS) and Health Insurance Subsidy.

#### **Schedule of Changes in Total OPEB Liability**

This schedule presents ten-year information regarding the City's progress in funding its OPEB liability based on the most recent actuarial valuation.

***The basis of accounting of budgetary comparison schedules is represented under GAAP basis of accounting.***



**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**BUDGET AND ACTUAL**  
**GENERAL FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<b>Budgeted Amounts</b>		<b>Actual</b>	<b>Variance With</b>
	<b>Original</b>	<b>Final</b>	<b>Amounts</b>	<b>Final Budget</b>
<b>Revenues</b>				
Property Taxes	\$ 11,367,297	\$ 10,977,297	\$ 10,978,047	\$ 750
Franchise Fees	2,165,600	2,075,600	2,076,004	404
Utility Service Taxes	2,625,000	2,710,000	2,711,684	1,684
State Revenue Sharing	3,440,470	3,385,930	3,390,583	4,653
Other Intergovernmental Revenues	167,594	182,734	263,370	80,636
Permits and Fees	60,200	84,040	86,766	2,726
Fines and Forfeitures	158,300	182,300	408,293	225,993
Charges for Services	922,630	958,580	969,174	10,594
Miscellaneous:				
On-Behalf Payments	-	-	434,909	434,909
Interest	400,000	870,950	886,879	15,929
Lease	-	240,428	155,052	(85,376)
Other Sources	693,003	389,675	504,232	114,557
<b>Total Revenues</b>	<b>22,000,094</b>	<b>22,057,534</b>	<b>22,864,992</b>	<b>807,458</b>
<b>Expenditures</b>				
Current:				
General Government and Administration:				
Legislative	124,412	88,742	76,535	(12,207)
Executive	2,024,507	2,168,907	1,894,000	(274,907)
Finance and Administration	1,590,432	1,552,167	1,559,824	7,657
Legal	242,000	287,000	277,269	(9,731)
Development Services	488,831	611,425	551,379	(60,046)
General Services	1,835,368	2,044,763	1,893,908	(150,855)
Total General Government and Administration	<b>6,305,550</b>	<b>6,753,004</b>	<b>6,252,915</b>	<b>(500,089)</b>
Public Safety:				
Law Enforcement	7,413,002	7,087,802	6,880,299	(207,503)
Fire Control	4,297,228	4,280,228	3,967,287	(312,941)
On-Behalf Payments	-	-	434,909	434,909
Total Public Safety	<b>11,710,230</b>	<b>11,368,030</b>	<b>11,282,495</b>	<b>(85,535)</b>
Culture and Recreation:				
Library	1,044,727	1,049,993	935,410	(114,583)
Recreation	1,414,006	1,362,356	1,109,294	(253,062)
Total Culture and Recreation	<b>2,458,733</b>	<b>2,412,349</b>	<b>2,044,703</b>	<b>(367,645)</b>
Nondepartmental	1,466,945	1,587,560	951,476	(636,084)
Grants and Aid	30,000	31,000	28,574	(2,426)
Capital Outlay	225,770	660,165	770,972	110,807
Debt Service:				
Principal Payments	-	-	182,339	182,339
Interest and Fees	-	-	9,702	9,702
<b>(Total Expenditures)</b>	<b>(22,197,228)</b>	<b>(22,812,108)</b>	<b>(21,523,177)</b>	<b>(1,288,931)</b>
<b>(Deficiency) Excess of Revenues Over Expenditures</b>	<b>(197,134)</b>	<b>(754,574)</b>	<b>1,341,816</b>	<b>2,096,390</b>
<b>Other Financing Sources (Uses)</b>				
Lease Agreements Entered into	-	-	124,478	124,478
Operating Transfers from Other Funds	2,318,765	2,318,765	2,333,141	14,376
Operating Transfers to Other Funds	(1,689,683)	(1,686,323)	(1,685,939)	384
<b>Total Other Financing Sources (Uses)</b>	<b>629,082</b>	<b>632,442</b>	<b>771,680</b>	<b>139,238</b>
<b>Net Change in Fund Balances</b>	<b>431,948</b>	<b>(122,132)</b>	<b>2,113,495</b>	<b>2,235,627</b>
<b>Fund Balance, Beginning of Year</b>	<b>18,007,921</b>	<b>18,007,921</b>	<b>18,007,921</b>	<b>-</b>
<b>Fund Balance, End of Year</b>	<b>\$ 18,439,869</b>	<b>\$ 17,885,789</b>	<b>\$ 20,121,416</b>	<b>\$ 2,235,627</b>

The notes to the financial statements are an integral part of this statement.

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**COMMUNITY REDEVELOPMENT TRUST FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<b>Budgeted Amounts</b>			<b>Variance With</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	<b>Final Budget</b>
<b>Revenues</b>				
Intergovernmental:				
Incremental Tax Transfers	\$ 628,214	\$ 628,214	\$ 593,529	\$ (34,685)
Miscellaneous:				
Interest	65,000	65,184	148,797	83,613
<b>Total Revenues</b>	<b>693,214</b>	<b>693,398</b>	<b>742,326</b>	<b>48,928</b>
<b>Expenditures</b>				
Current:				
General Government				
Operating	105,495	236,048	217,037	(19,011)
Direct Operating Allocations	128,323	5,000	-	(5,000)
Non-Departmental Incentive	245,000	851,583	324,771	(526,812)
Capital Outlay	934,000	1,482,039	107,731	(1,374,308)
Debt Service				
Principal	123,600	122,201	122,201	-
Interest	74,549	75,948	75,948	-
<b>(Total Expenditures)</b>	<b>(1,610,967)</b>	<b>(2,772,819)</b>	<b>(847,687)</b>	<b>(1,925,131)</b>
<b>(Deficiency) Excess of Revenues</b>				
<b>Over Expenditures</b>	<b>(917,753)</b>	<b>(2,079,421)</b>	<b>(105,361)</b>	<b>(1,974,059)</b>
<b>Other Financing Sources (Uses)</b>				
Operating Transfer to Other Funds	-	-	-	-
Operating Transfers from Other Funds	784,683	784,499	784,499	-
<b>Total Other Financing Sources (Uses)</b>	<b>784,683</b>	<b>784,499</b>	<b>784,499</b>	<b>-</b>
<b>Excess of Revenues and Other Financing Sources</b>				
<b>Over Expenditures and Other Financing Uses</b>	<b>(133,070)</b>	<b>(1,294,922)</b>	<b>679,138</b>	<b>(1,974,059)</b>
<b>Fund Balance, Beginning of Year</b>	<b>2,924,991</b>	<b>2,924,991</b>	<b>2,924,991</b>	<b>-</b>
<b>Fund Balance, End of Year</b>	<b>\$ 2,791,921</b>	<b>\$ 1,630,069</b>	<b>\$ 3,604,129</b>	<b>\$ (1,974,059)</b>

*The notes to the financial statements are an integral part of this statement.*

CITY OF EUSTIS, FLORIDA  
REQUIRED SUPPLEMENTAL INFORMATION  
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS  
Last 10 Fiscal Years  
For the Year Ended September 30,

Police Officers				
	2024	2023	2022	2021
Total pension liability				
Service Cost	\$ 766,235	\$ 618,164	\$ 595,772	\$ 597,131
Interest	2,277,394	2,175,449	2,092,954	2,135,302
Changes of Benefit Terms	-	-	-	-
Differences Between Expected and Actual Experience	801,879	267,392	48,015	(837,012)
Changes of Assumptions	466,758	428,036	396,188	(112,758)
Benefit Payments, including Refunds of Employee Contributions	(1,778,008)	(1,666,863)	(1,457,582)	(1,266,360)
Other (Change in Share Plan Reserve)	63,655	48,163	35,801	27,574
Net Change in Total Pension Liability	2,597,913	1,870,341	1,711,148	543,877
Total Pension Liability – Beginning	33,613,852	31,743,511	30,032,363	29,488,486
Total Pension Liability – Ending (a)	36,211,765	33,613,852	31,743,511	30,032,363
Plan Fiduciary Net Position				
Contributions – Employer	1,356,354	1,085,519	1,012,936	1,010,105
Contributions – State	236,151	205,166	180,443	163,989
Contributions – Employee	212,449	173,580	161,726	161,484
Net investment income	5,053,990	2,546,238	(4,168,554)	3,551,607
Benefit Payments, Including Refunds of Employee Contributions	(1,778,008)	(1,666,863)	(1,457,582)	(1,266,360)
Administrative Expense	(68,361)	(59,883)	(56,247)	(65,092)
Net Change in Fiduciary Net Position	5,012,575	2,283,757	(4,327,278)	3,555,733
Plan Fiduciary Net Position – Beginning	23,470,145	21,186,388	25,513,666	21,957,933
Plan Fiduciary Net Position – Ending (b)	28,482,720	23,470,145	21,186,388	25,513,666
Net Pension Liability - Ending (a) - (b)	\$ 7,729,045	\$ 10,143,707	\$ 10,557,123	\$ 4,518,697
Plan Fiduciary Net Position as a percentage of the Total Pension Liability	78.66%	69.82%	66.74%	84.95%
Covered Payroll*	\$ 2,822,069	\$ 2,538,348	\$ 2,413,310	\$ 2,385,698
Net Pension Liability as a percentage of Covered Payroll	273.88%	399.62%	437.45%	189.41%

CITY OF EUSTIS, FLORIDA  
REQUIRED SUPPLEMENTAL INFORMATION  
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS  
Last 10 Fiscal Years  
For the Year Ended September 30,

2020	2019	2018	2017	2016	2015
\$ 628,111	\$ 584,843	\$ 658,839	\$ 638,591	\$ 600,310	\$ 516,884
2,041,898	1,993,320	1,911,199	1,771,204	1,673,595	1,510,598
18,821	-	-	9,127	-	-
(233,718)	(629,787)	(493,609)	209,780	196,762	438,421
375,278	197,285	-	20,577	(150,513)	573,884
(1,046,817)	(982,262)	(873,929)	(755,303)	(778,158)	(662,611)
28,684	28,945	20,606	15,057	-	-
1,812,257	1,192,344	1,223,106	1,909,033	1,541,996	2,377,176
27,676,229	26,483,885	25,260,779	23,351,746	21,809,750	19,432,574
29,488,486	27,676,229	26,483,885	25,260,779	23,351,746	21,809,750
1,048,482	1,008,189	996,150	997,323	977,758	802,667
166,208	166,730	150,052	138,955	127,094	117,867
105,471	86,428	84,401	85,846	85,492	81,598
63,246	726,613	1,216,791	1,757,433	1,286,053	(178,588)
(1,046,817)	(982,262)	(873,929)	(755,303)	(778,158)	(662,611)
(58,912)	(59,318)	(66,034)	(81,037)	(54,726)	(43,013)
277,678	946,380	1,507,431	2,143,217	1,643,513	117,920
21,680,255	20,733,875	19,226,444	17,083,227	15,439,714	15,321,794
21,957,933	21,680,255	20,733,875	19,226,444	17,083,227	15,439,714
\$ 7,530,553	\$ 5,995,974	\$ 5,750,010	\$ 6,034,335	\$ 6,268,519	\$ 6,370,036
74.46%	78.34%	78.29%	76.11%	73.16%	70.79%
\$ 2,268,844	\$ 2,160,700	\$ 2,110,025	\$ 2,146,150	\$ 2,137,300	\$ 2,160,350
331.91%	277.50%	272.51%	281.17%	293.29%	312.26%

CITY OF EUSTIS, FLORIDA  
REQUIRED SUPPLEMENTAL INFORMATION  
SCHEDULE OF CHANGES IN NET PENSION LIABILITY (ASSET) AND RELATED  
RATIOS Last Ten Fiscal Years  
For the Year Ended September 30, 2024

Firefighters

	2024	2023	2022	2021
<b>Total pension liability</b>				
Service Cost	\$ 366,670	\$ 362,367	\$ 307,177	\$ 279,430
Interest	1,139,696	1,141,138	1,077,455	1,032,749
Change in Excess State Money	-	-	-	-
Share Plan Allocation	61,547	52,810	28,949	26,382
Changes of Benefit Terms	-	1,442	-	-
Experience Gains / Losses	(164,289)	(700,952)	-	-
Differences Between Expected and Actual Experience	-	-	(18,560)	(140,141)
Changes of Assumptions	-	-	-	425,061
Contributions Buy Back	-	-	1,984	-
Benefit Payments, Including Refunds of Employee Contributions	(1,144,397)	(616,027)	(601,398)	(639,949)
Net Change in Total Pension Liability	259,227	240,778	795,607	983,532
Total Pension Liability – Beginning	15,300,829	15,060,051	14,264,444	13,280,912
Total Pension Liability – Ending (a)	15,560,056	15,300,829	15,060,051	14,264,444
<b>Plan Fiduciary Net Position</b>				
Contributions – Employer	694,683	767,877	619,192	618,316
Contributions – State	198,758	181,284	133,562	128,428
Contributions – Employee	102,966	90,293	64,053	59,657
Contributions - Buy Back	-	-	1,984	-
Net investment income	3,165,994	1,402,736	(2,818,451)	2,061,912
Benefit Payments, including Refunds of Employee Contributions	(1,144,397)	(616,027)	(601,398)	(639,949)
Administrative Expense	(50,137)	(51,249)	(50,302)	(32,555)
Net Change in Fiduciary Net Position	2,967,867	1,774,914	(2,651,360)	2,195,809
Plan Fiduciary Net Position – Beginning	12,986,547	11,211,633	13,862,993	11,667,184
Plan Fiduciary Net Position – Ending (b)	15,954,414	12,986,547	11,211,633	13,862,993
<b>Net Pension Liability (Assets) - Ending (a) - (b)</b>	<b>\$ (394,358)</b>	<b>\$ 2,314,282</b>	<b>\$ 3,848,418</b>	<b>\$ 401,451</b>
<b>Plan Fiduciary Net Position as a percentage of the Total Pension Liability</b>	102.53%	84.87%	74.45%	97.19%
<b>Covered Payroll*</b>	\$ 1,995,342	\$ 1,926,202	\$ 1,601,339	\$ 1,491,433
<b>Net Pension Liability as a percentage of Covered Payroll</b>	-19.76%	120.15%	240.33%	26.92%

CITY OF EUSTIS, FLORIDA  
REQUIRED SUPPLEMENTAL INFORMATION  
SCHEDULE OF CHANGES IN NET PENSION LIABILITY (ASSET) AND RELATED  
RATIOS Last Ten Fiscal Years  
For the Year Ended September 30, 2024

2020	2019	2018	2017	2016	2015
\$ 276,487	\$ 257,123	\$ 260,034	\$ 253,518	\$ 232,480	\$ 214,156
985,657	947,278	903,263	846,338	749,472	739,529
-	-	-	-	(11,144)	-
18,845	10,717	7,697	7,266	16,556	-
-	(6,344)	-	-	-	-
-	-	-	-	-	-
109,268	72,910	125,862	99,332	507,014	(379,106)
(153,334)	(25,334)	-	160,056	196,022	-
-	-	-	-	-	-
(632,316)	(941,866)	(519,047)	(518,037)	(505,459)	(431,789)
604,607	314,484	777,809	848,473	1,184,941	142,790
12,676,305	12,211,012	11,433,203	10,584,730	9,399,789	9,256,999
13,280,912	12,676,305	12,211,012	11,433,203	10,584,730	9,399,789
589,041	563,329	691,470	662,590	573,724	470,563
113,354	115,463	109,424	108,561	115,997	101,739
57,081	57,100	56,255	53,436	52,516	48,705
-	-	-	-	-	-
1,309,135	534,775	672,963	827,904	558,655	(29,631)
(632,316)	(941,866)	(519,047)	(518,037)	(505,459)	(431,789)
(40,132)	(37,764)	(39,082)	(28,513)	(27,441)	(33,661)
1,396,163	291,037	971,983	1,105,941	767,992	125,926
10,271,021	9,979,983	9,008,000	7,902,059	7,134,067	7,008,141
11,667,184	10,271,021	9,979,983	9,008,000	7,902,059	7,134,067
\$ 1,613,728	\$ 2,405,283	\$ 2,231,029	\$ 2,425,203	\$ 2,682,671	\$ 2,265,722
87.85%	81.03%	81.73%	78.79%	74.66%	75.34%
\$ 1,427,035	\$ 1,427,511	\$ 1,406,377	\$ 1,335,896	\$ 1,312,898	\$ 1,340,415
113.08%	168.49%	158.64%	181.54%	204.33%	169.03%

CITY OF EUSTIS, FLORIDA  
REQUIRED SUPPLEMENTAL INFORMATION  
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY  
Last 10 Fiscal Years  
\* For the Year Ended September 30,

FLORIDA RETIREMENT SYSTEM (FRS)			
	2024	2023	2022
City's proportion of the net pension liability (asset)	0.000791419%	0.000905180%	0.000970075%
City's proportionate share of the net pension liability (asset)	\$ 306,158	\$ 360,686	\$ 360,946
City's covered payroll	310,214	329,616	366,774
City's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	98.69%	109.43%	98.41%
** Plan fiduciary net position as a percentage of the total pension liability	83.70%	82.89%	82.89%

HEALTH INSURANCE SUBSIDY (HIS)			
	2024	2023	2022
City's proportion of the net pension liability (asset)	0.000733003%	0.000878742%	0.001006430%
City's proportionate share of the net pension liability (asset)	\$ 109,958	\$ 139,556	\$ 106,597
City's covered payroll	310,214	329,616	366,774
City's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	35.45%	42.34%	29.06%
** Plan fiduciary net position as a percentage of the total pension liability	4.80%	4.12%	4.81%

\* The amounts presented for each fiscal year were determined as of 6/30.

\*\* The Plan's fiduciary net position as a percentage of the total pension liability is published in Note 4 of the Plan's Annual Comprehensive Financial Report.

CITY OF EUSTIS, FLORIDA  
REQUIRED SUPPLEMENTAL INFORMATION  
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY  
Last 10 Fiscal Years  
\* For the Year Ended September 30,

FLORIDA RETIREMENT SYSTEM (FRS)						
2021	2020	2019	2018	2017	2016	2015
0.001505087%	0.001708536%	0.001782500%	0.001976400%	0.002116882%	0.002067661%	0.002630738%
\$ 113,024	\$ 739,837	\$ 613,895	\$ 595,298	\$ 626,159	\$ 522,086	\$ 339,795
514,922	584,105	599,605	652,859	692,994	730,772	828,356
21.95%	126.66%	102.38%	91.18%	90.36%	71.44%	41.02%
96.40%	78.85%	82.61%	84.26%	83.89%	84.88%	92.00%

HEALTH INSURANCE SUBSIDY (HIS)						
2021	2020	2019	2018	2017	2016	2015
0.001454495%	0.001682954%	0.001757008%	0.001977600%	0.002174116%	0.002282323%	0.002679658%
\$ 178,416	\$ 205,486	\$ 196,592	\$ 209,311	\$ 232,466	\$ 265,995	\$ 273,283
514,922	584,105	599,605	652,859	692,994	730,772	828,356
34.65%	35.18%	32.79%	32.06%	33.55%	36.40%	32.99%
3.56%	3.00%	2.63%	2.15%	1.64%	0.97%	0.50%

**CITY OF EUSTIS, FLORIDA**  
**REQUIRED SUPPLEMENTAL INFORMATION**  
**SCHEDULE OF CONTRIBUTIONS**  
**Last 10 Fiscal Years**  
**For The Year Ended September 30,**

**POLICE OFFICERS' PENSION PLAN**

	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Actuarially Determined Contribution	\$ 1,530,972	\$ 1,236,683	\$ 1,157,182	\$ 1,145,374
Contributions in relation to the				
Actuarially Determined Contributions	1,528,850	1,242,522	1,157,578	1,146,520
Contribution Deficiency (Excess)	<u>\$ 2,122</u>	<u>\$ (5,839)</u>	<u>\$ (396)</u>	<u>\$ (1,146)</u>
Covered Payroll	\$ 2,822,069	\$ 2,538,348	\$ 2,243,310	\$ 2,385,698
Contributions as a percentage of				
Covered Payroll	54.17%	48.95%	47.97%	48.06%

**FIREFIGHTERS' PENSION PLAN**

	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Actuarially Determined Contribution	\$ 816,886	\$ 861,012	\$ 723,805	\$ 720,362
Contributions in relation to the				
Actuarially Determined Contributions	831,894	896,351	723,805	720,362
Contribution Deficiency (Excess)	<u>\$ (15,008)</u>	<u>\$ (35,339)</u>	<u>\$ -</u>	<u>\$ -</u>
Covered Payroll	\$ 1,995,342	\$ 1,926,202	\$ 1,601,339	\$ 1,491,433
Contributions as a percentage of				
Covered Payroll	41.69%	46.53%	45.20%	48.30%

**CITY OF EUSTIS, FLORIDA**  
**REQUIRED SUPPLEMENTAL INFORMATION**  
**SCHEDULE OF CONTRIBUTIONS**  
**Last 10 Fiscal Years**  
**For The Year Ended September 30,**

**POLICE OFFICERS' PENSION PLAN**

<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
\$ 1,205,664	\$ 1,120,323	\$ 1,111,772	\$ 1,109,345	\$ 1,078,482	\$ 914,102
1,186,006	1,145,974	1,125,596	1,121,221	1,104,852	920,534
<u>\$ 19,658</u>	<u>\$ (25,651)</u>	<u>\$ (13,824)</u>	<u>\$ (11,876)</u>	<u>\$ (26,370)</u>	<u>\$ (6,432)</u>
\$ 2,268,844	\$ 2,160,700	\$ 2,110,025	\$ 2,146,150	\$ 2,137,300	\$ 2,160,350
52.27%	53.04%	53.35%	52.24%	51.69%	42.61%

**FIREFIGHTERS' PENSION PLAN**

<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
\$ 683,550	\$ 668,075	\$ 793,197	\$ 730,735	\$ 636,756	\$ 540,620
683,550	668,075	793,197	763,885	678,737	572,303
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (33,150)</u>	<u>\$ (41,981)</u>	<u>\$ (31,683)</u>
\$ 1,427,035	\$ 1,427,511	\$ 1,406,377	\$ 1,335,896	\$ 1,312,898	\$ 1,340,415
47.90%	46.80%	56.40%	57.18%	51.70%	42.70%

**CITY OF EUSTIS, FLORIDA**  
**REQUIRED SUPPLEMENTAL INFORMATION**  
**SCHEDULE OF CONTRIBUTIONS**  
**Last 10 Fiscal Years**  
**For The Year Ended September 30,**

**FLORIDA RETIREMENT SYSTEM (FRS)**

	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Actuarially Determined Contribution	\$ 45,015	\$ 43,762	\$ 39,351	\$ 52,186
Contributions in relation to the				
Actuarially Determined Contributions	(45,015)	(43,762)	(39,351)	(52,186)
Contribution Deficiency (Excess)	-	-	-	-
Covered Payroll	305,713	333,099	347,967	470,535
Contributions as a percentage of				
Covered Payroll	14.72%	13.14%	11.31%	11.09%

**HEALTH INSURANCE SUBSIDY (HIS)**

	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Actuarially Determined Contribution	6,116	5,786	5,777	7,813
Contributions in relation to the				
Actuarially Determined Contributions	(6,116)	(5,786)	(5,777)	(7,813)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -
Covered Payroll	305,713	333,099	347,967	470,535
Contributions as a percentage of				
Covered Payroll	2.00%	1.74%	1.66%	1.66%

**CITY OF EUSTIS, FLORIDA**  
**REQUIRED SUPPLEMENTAL INFORMATION**  
**SCHEDULE OF CONTRIBUTIONS**  
**Last 10 Fiscal Years**  
**For The Year Ended September 30,**

**FLORIDA RETIREMENT SYSTEM (FRS)**

<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
\$ 58,628	\$ 57,019	\$ 54,291	\$ 57,570	\$ 50,484	\$ 62,130
(58,628)	(57,019)	(54,291)	(57,570)	(50,484)	(62,130)
-	-	-	-	-	-
576,643	600,001	626,783	696,943	729,732	833,613
10.17%	9.50%	8.66%	8.26%	6.92%	7.45%

**HEALTH INSURANCE SUBSIDY (HIS)**

<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
9,574	9,911	10,144	11,572	11,748	10,764
(9,574)	(9,911)	(10,144)	(11,572)	(11,748)	(10,764)
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
576,643	600,001	626,783	696,943	729,732	833,613
1.66%	1.65%	1.62%	1.66%	1.61%	1.29%

**CITY OF EUSTIS, FLORIDA**  
**REQUIRED SUPPLEMENTAL INFORMATION**  
**SCHEDULE OF INVESTMENT RETURNS**  
**Last Ten Fiscal Years**  
**For the Year Ended September 30,**

**FLORIDA RETIREMENT SYSTEM (FRS)**

	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Annual Money-Weighted Rate of Return	10.33%	7.58%	-7.20%	30.41%
Net of Investment Expenses				

**POLICE OFFICERS' PENSION PLAN**

	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Annual Money-Weighted Rate of Return	2.08%	6.80%	-6.90%	7.00%
Net of Investment Expenses				

**FIREFIGHTERS' PENSION PLAN**

	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Annual Money-Weighted Rate of Return	24.63%	12.43%	-20.32%	17.69%
Net of Investment Expenses				

**CITY OF EUSTIS, FLORIDA**  
**REQUIRED SUPPLEMENTAL INFORMATION**  
**SCHEDULE OF INVESTMENT RETURNS**  
**Last Ten Fiscal Years**  
**For the Year Ended September 30,**

**FLORIDA RETIREMENT SYSTEM (FRS)**

<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
3.35%	5.98%	9.28%	13.59%	0.57%	3.77%

**POLICE OFFICERS' PENSION PLAN**

<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
7.25%	7.35%	6.28%	10.17%	8.20%	-1.20%

**FIREFIGHTERS' PENSION PLAN**

<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
2.74%	5.37%	7.47%	10.48%	7.83%	-0.42%

CITY OF EUSTIS  
REQUIRED SUPPLEMENTAL INFORMATION  
SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS  
Last 10 Measurement Years\*

	2024	2023*	2022	2021	2020	2019	2018
Total OPEB Liability							
Service cost	\$ 133,270	\$ 86,833	\$ 84,098	\$ 121,231	\$ 83,533	\$ 133,150	\$ 199,474
Interest	134,171	53,960	51,976	75,073	94,301	128,821	124,166
Difference between expected and actual experience	-	379,681	-	(664,324)	-	(1,314,663)	-
Change of assumptions and other inputs	(32,653)	234,579	21,446	178,131	502,669	(23,855)	(828,724)
Benefit payments	(151,347)	(128,305)	(120,552)	(166,315)	(137,507)	(195,792)	(78,140)
Net change in total OPEB liability	83,441	626,748	36,968	(456,204)	542,996	(1,272,339)	(583,224)
Total OPEB liability - beginning	2,991,723	2,364,975	2,328,007	2,784,211	2,241,215	3,513,554	4,096,778
Total OPEB liability - ending	\$ 3,075,164	\$ 2,991,723	\$ 2,364,975	\$ 2,328,007	\$ 2,784,211	\$ 2,241,215	\$ 3,513,554
Covered payroll	\$ 10,795,725	\$ 11,238,155	\$ 11,238,155	\$ 10,278,551	\$ 10,278,511	\$ 10,452,935	\$ 10,296,568
Total OPEB liability as a percentage of covered payroll	28.49%	26.62%	21.04%	22.65%	27.09%	21.44%	34.12%

\* 'Fiscal year 2023 presents information on the Plan's measurement year ended September 30, 2022.

Notes to the Schedule:

Note 1: GASB 75 requires information for 10 years. However, until a full 10-year trend is compiled, the District is presenting information for only those years for which information is available.

Note 2: No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB 75.





**Other  
Supplementary  
Information:  
Non-Major  
Governmental  
Funds**



**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**SALES TAX CAPITAL PROJECTS FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<b>Budgeted Amounts</b>		<b>Actual</b>	<b>Variance With</b>
	<b>Original</b>	<b>Final</b>	<b>Amounts</b>	<b>Final Budget</b>
<b>Revenues</b>				
Intergovernmental Revenues:				
Discretionary Additional Sales Tax	\$ 2,925,741	\$ 2,917,041	\$ 2,917,082	\$ 41
Grants	2,500,000	2,868,222	-	(2,868,222)
Total Intergovernmental Revenues	5,425,741	5,785,263	2,917,082	(2,868,181)
Miscellaneous Revenues:				
Interest	55,000	63,700	121,454	57,754
Total Miscellaneous Revenues	55,000	63,700	121,454	57,754
<b>Total Revenues</b>	<b>5,480,741</b>	<b>5,848,963</b>	<b>3,038,536</b>	<b>(2,810,427)</b>
<b>Expenditures</b>				
Current:				
General Government:				
Capital Outlay	1,065,000	1,554,743	498,346	(1,056,397)
Debt Service:				
Principal Payments	221,000	195,000	-	(195,000)
Interest and Fees	30,600	27,000	-	(27,000)
Total General Government	1,316,600	1,776,743	498,346	(1,278,397)
Physical Environment:				
Capital Outlay	775,446	915,446	-	(915,446)
Total Physical Environment	775,446	915,446	-	(915,446)
Public Safety:				
Capital Outlay	690,000	1,108,178	964,453	(143,725)
Total Public Safety	690,000	1,108,178	964,453	(143,725)
Transportation:				
Capital Outlay	2,850,000	3,054,315	1,229,016	(1,825,299)
Total Transportation	2,850,000	3,054,315	1,229,016	(1,825,299)
Culture and Recreation:				
Capital Outlay	411,000	626,609	148,102	(478,507)
Total Culture and Recreation	411,000	626,609	148,102	(478,507)
Debt Service				
Principal Payments	-	-	14,910	14,910
Interest and Fees	-	-	984	984
<b>(Total Expenditures)</b>	<b>6,043,046</b>	<b>7,481,291</b>	<b>2,855,812</b>	<b>(4,625,479)</b>
<b>(Deficiency) Excess of Revenues</b>				
<b>Over Expenditures</b>	<b>(562,305)</b>	<b>(1,632,328)</b>	<b>182,724</b>	<b>1,815,052</b>
<b>Other Financing Sources (Uses)</b>				
Operating Transfers from Other Funds	-	140,000	140,000	-
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>140,000</b>	<b>140,000</b>	<b>-</b>
<b>Net Change in Fund Balances</b>	<b>(562,305)</b>	<b>(1,492,328)</b>	<b>322,724</b>	<b>1,815,052</b>
<b>Fund Balances, Beginning of Year</b>	<b>3,184,010</b>	<b>3,184,010</b>	<b>3,184,010</b>	<b>-</b>
<b>Fund Balances, End of Year</b>	<b>\$ 2,621,705</b>	<b>\$ 1,691,682</b>	<b>\$ 3,506,734</b>	<b>\$ 1,815,052</b>

*The notes to the financial statements are an integral part of this statement.*



## **OTHER SUPPLEMENTARY INFORMATION: NON-MAJOR GOVERNMENTAL FUNDS**

### **Sales Tax Capital Projects Fund**

This fund accounts for the City's share of the voted one-cent infrastructure sales tax and is restricted to capital projects.

### **Special Revenue Funds**

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditures for particular purposes.

### **Library Contribution Funds**

This fund is used to account for funds that are either raised or donated to the Eustis Memorial Public Library.

### **Law Enforcement Education Fund**

This Fund is used to account for law enforcement fines which are restricted to police education training programs.

### **Law Enforcement Trust Fund**

This fund is used to account for funds received as a result of forfeitures seized during crimes. They are restricted to community crime reduction programs, drug enforcement training, and equipment for the Police Department.

### **Street Improvement Fund**

This fund is used to account for funds received from motor fuel gas tax sources. These funds are legally restricted to street maintenance programs and the money is expended solely on maintenance of the streets and rights-of-way within the City.

### **Building Services Fund**

This fund is used to account for revenues and expenditures associated with enforcing the Florida Building Code, per F.S. §553.80(7)(a)(b).

### **Stormwater Utility Fund**

This fund is used to account for revenues received through a stormwater fee. These revenues can only be used to fund projects and programs necessary to address problems associated with the Stormwater runoff.

### **Impact Fee Funds**

These funds are used to account for revenues derived from newly constructed facilities. The fees can only be used to help defray the cost of capital expansion expenditures necessitated by growth. Specific impact fees are collected for Law Enforcement, Fire Prevention, Parks & Recreation, and the Public Library.

### **Cemetery Trust Fund**

This fund is used to account for revenues for Greenwood Cemetery maintenance. Twenty percent of the funds from the sale of cemetery lots go to this fund. Interest earned is used for operations and the principal may be used for capital purchases.

## **OTHER SUPPLEMENTARY INFORMATION: NON-MAJOR GOVERNMENTAL FUNDS**

### **Economic Development Fund**

This fund is used to account for the on-going activities related to rehabilitation projects finance by Community Development Block Grants received in the past.

*The basis of accounting of budgetary comparison schedules is represented under GAAP basis of accounting.*



**Combining &  
Individual Fund  
Financial  
Statements &  
Schedules**



**CITY OF EUSTIS, FLORIDA**  
**COMBINING BALANCE SHEET**  
**NONMAJOR GOVERNMENTAL SPECIAL REVENUE FUNDS**  
**SEPTEMBER 30, 2024**

	<b>Library Contribution Fund</b>	<b>Law Enforcement Education Fund</b>	<b>Law Enforcement Trust Fund</b>	<b>Street Improvement Fund</b>
<b>Assets</b>				
Cash and Cash Equivalents	\$ 33,686	\$ 84,137	\$ 7,267	\$ 1,545,121
Receivables, Net:				
Accounts Receivable	-	-	-	37,440
Lease Receivable	-	-	-	-
Accrued Interest	258	898	175	22,409
Due from Other Funds	-	-	-	-
Prepays	-	-	-	8,743
<b>Total Assets</b>	<b>33,945</b>	<b>85,035</b>	<b>7,442</b>	<b>1,613,714</b>
<b>Liabilities and Fund Balances</b>				
<b>Liabilities</b>				
Accounts Payable and Accrued Liabilities	-	5,125	-	150,612
Deferred Lease Inflow	-	-	-	-
Due to Sales Tax Fund	-	-	-	-
Due to Other Funds	-	-	-	-
Vacation and Sick Leave Payable	-	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>5,125</b>	<b>-</b>	<b>150,612</b>
<b>Fund Balances</b>				
<b>Non -spendable:</b>				
Library Trust Donations	19,726	-	-	-
Prepays	-	-	-	8,743
<b>Restricted for:</b>				
Public Safety Impact Fees	-	-	-	-
Culture and Recreation Impact Fees	-	-	-	-
Enforcement of Florida Building Code	-	-	-	-
Ordinance - Community Development	-	-	-	-
Ordinance - Stormwater Management	-	-	-	-
Specific Contributions	9,368	-	-	-
Police Fines and Forfeitures	-	79,910	7,442	-
Cemetery - Chapter 22 of Code	-	-	-	-
Specific Contributions - Roads and Trees	-	-	-	1,454,358
<b>Committed to:</b>				
Library	4,851	-	-	-
<b>Unassigned:</b>	-	-	-	-
<b>Total Fund Balance</b>	<b>33,945</b>	<b>79,910</b>	<b>7,442</b>	<b>1,463,101</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 33,945</b>	<b>\$ 85,035</b>	<b>\$ 7,442</b>	<b>\$ 1,613,714</b>

**CITY OF EUSTIS, FLORIDA**  
**COMBINING BALANCE SHEET**  
**NONMAJOR GOVERNMENTAL SPECIAL REVENUE FUNDS**  
**SEPTEMBER 30, 2024**

<b>Building Services Fund</b>	<b>Stormwater Utility Fund</b>	<b>Impact Fee Fund</b>	<b>Greenwood Cemetery Fund</b>	<b>Economic Development Fund</b>	<b>Total</b>
\$ 2,266,040	\$ 892,473	\$ 1,177,509	\$ 288,588	\$ 26,643	\$ 6,321,464
-	122,047	-	-	78	159,566
-	-	-	-	34,506	34,506
45,280	20,193	23,410	7,240	823	120,687
-	-	-	-	50,000	50,000
-	-	-	-	-	8,743
<b>2,311,320</b>	<b>1,034,713</b>	<b>1,200,919</b>	<b>295,828</b>	<b>112,050</b>	<b>6,694,966</b>
23,269	68,018	-	-	26,310	273,334
-	-	-	-	28,381	28,381
-	140,000	-	-	-	140,000
-	-	-	-	-	-
-	-	-	-	-	-
<b>23,269</b>	<b>208,018</b>	<b>-</b>	<b>-</b>	<b>54,691</b>	<b>441,715</b>
-	-	-	-	-	19,726
-	-	-	-	-	8,743
-	-	699,143	-	-	699,143
-	-	501,776	-	-	501,776
2,288,052	-	-	-	-	2,288,052
-	-	-	-	57,359	57,359
-	826,695	-	-	-	826,695
-	-	-	-	-	9,368
-	-	-	-	-	87,352
-	-	-	295,828	-	295,828
-	-	-	-	-	1,454,358
-	-	-	-	-	4,851
-	-	-	-	-	-
<b>2,288,052</b>	<b>826,695</b>	<b>1,200,919</b>	<b>295,828</b>	<b>57,359</b>	<b>6,253,251</b>
<b>\$ 2,311,320</b>	<b>\$ 1,034,713</b>	<b>\$ 1,200,919</b>	<b>\$ 295,828</b>	<b>\$ 112,050</b>	<b>\$ 6,694,966</b>

**CITY OF EUSTIS, FLORIDA**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCES**  
**NONMAJOR GOVERNMENTAL SPECIAL REVENUE FUNDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<b>Library Contribution Fund</b>	<b>Law Enforcement Education Fund</b>	<b>Law Enforcement Trust Fund</b>	<b>Street Improvement Fund</b>
<b>Revenues</b>				
Intergovernmental	\$ -	\$ -	\$ -	\$ -
Gas Tax	-	-	-	946,334
Fines and Forfeitures	-	63,767	-	-
Charges for Services	-	-	-	-
Leases	-	-	-	-
Permits and Fees	-	-	-	-
Grants	-	-	-	-
Miscellaneous:	-	-	-	-
Interest	1,204	2,568	978	43,714
Other	81	-	-	75,449
<b>Total Revenues</b>	<b>1,285</b>	<b>66,335</b>	<b>978</b>	<b>1,065,497</b>
<b>Expenditures</b>				
Current:				
General Government and Administration	-	-	-	-
Public Safety	-	30,186	35,720	-
Transportation	-	-	-	1,724,998
Physical Environment	-	-	-	-
Culture and Recreation	1,621	-	-	-
Capital Outlay	40	19,624	-	262,828
Debt Service				
Principal Payments	-	9,593	-	-
Interest Payments	-	450	-	-
<b>(Total Expenditures)</b>	<b>(1,661)</b>	<b>(59,853)</b>	<b>(35,720)</b>	<b>(1,987,827)</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(376)</b>	<b>6,482</b>	<b>(34,742)</b>	<b>(922,330)</b>
<b>Other Financing Sources (Uses)</b>				
Operating Transfers from Other Funds	-	-	-	1,105,000
Operating Transfers to Other Funds	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,105,000</b>
<b>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</b>	<b>(376)</b>	<b>6,482</b>	<b>(34,742)</b>	<b>182,670</b>
<b>Fund Balances, Beginning of Year</b>	<b>34,321</b>	<b>73,429</b>	<b>42,184</b>	<b>1,280,431</b>
<b>Fund Balances, End of Year</b>	<b>\$ 33,945</b>	<b>\$ 79,911</b>	<b>\$ 7,442</b>	<b>\$ 1,463,101</b>

**CITY OF EUSTIS, FLORIDA**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND**  
**CHANGES IN FUND BALANCES**  
**NONMAJOR GOVERNMENTAL SPECIAL REVENUE FUNDS**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

<b>Building Services Fund</b>	<b>Stormwater Utility Fund</b>	<b>Impact Fee Fund</b>	<b>Greenwood Cemetery Fund</b>	<b>Economic Development Fund</b>	<b>Total</b>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	946,334
-	-	-	-	-	63,767
-	887,096	-	-	-	887,096
-	-	-	-	52,215	52,215
1,112,475	-	191,203	-	-	1,303,679
-	-	-	-	182,607	182,607
-	-	-	-	-	-
76,139	32,599	42,461	11,286	5,391	216,339
-	-	-	2,889	856	79,275
<b>1,188,614</b>	<b>919,695</b>	<b>233,665</b>	<b>14,175</b>	<b>241,069</b>	<b>3,731,312</b>
-	-	-	860	377,354	378,214
562,906	-	1,200	-	-	630,012
-	-	-	-	-	1,724,998
-	361,430	-	-	-	361,430
-	-	17,133	-	-	18,754
64,187	131,607	9,354	9,500	-	497,140
-	-	-	-	-	9,593
-	-	-	-	-	450
<b>(627,092)</b>	<b>(493,037)</b>	<b>(27,687)</b>	<b>(10,360)</b>	<b>(377,354)</b>	<b>(3,620,592)</b>
<b>561,522</b>	<b>426,658</b>	<b>205,978</b>	<b>3,815</b>	<b>(136,286)</b>	<b>110,721</b>
-	-	-	6,440	50,000	1,161,440
-	(400,000)	(5,736)	(4,950)	-	(410,686)
-	(400,000)	(5,736)	1,490	50,000	750,754
561,522	26,658	200,242	5,306	(86,286)	861,475
1,726,530	800,037	1,000,677	290,522	143,645	5,391,776
<b>\$ 2,288,052</b>	<b>\$ 826,695</b>	<b>\$ 1,200,919</b>	<b>\$ 295,828</b>	<b>\$ 57,359</b>	<b>\$ 6,253,251</b>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**LIBRARY CONTRIBUTION FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
<b>Revenues</b>			
Miscellaneous:			
Interest	\$ 1,204	\$ 926	\$ 278
Donations	81	1,040	(959)
Total Miscellaneous Revenues	<u>1,285</u>	<u>1,966</u>	<u>(681)</u>
<b>Total Revenues</b>	<u><u>1,285</u></u>	<u><u>1,966</u></u>	<u><u>(681)</u></u>
<b>Expenditures</b>			
Current:			
Culture and Recreation:			
Administration	1,621	3,200	(1,579)
Capital Outlay	<u>40</u>	<u>5,000</u>	<u>(4,960)</u>
<b>(Total Expenditures)</b>	<u><u>(1,661)</u></u>	<u><u>(8,200)</u></u>	<u><u>(6,539)</u></u>
<b>(Deficiency) Excess of Revenues Over Expenditures</b>	<u><u>(1,661)</u></u>	<u><u>(6,234)</u></u>	<u><u>5,858</u></u>
<b>Net Change in Fund Balance</b>	<u><u>(1,661)</u></u>	<u><u>(6,234)</u></u>	<u><u>5,858</u></u>
<b>Fund Balance, Beginning of Year</b>	<u><u>34,321</u></u>	<u><u>34,321</u></u>	<u><u>-</u></u>
<b>Fund Balance, End of Year</b>	<u><u>\$ 32,660</u></u>	<u><u>\$ 28,087</u></u>	<u><u>\$ 5,858</u></u>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**LAW ENFORCEMENT EDUCATION FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
<b>Revenues</b>			
Fines and Forfeitures	\$ 63,767	\$ 52,000	\$ 11,767
Judgement & Fines Police Education	-	200	(200)
Total Fines and Forfeitures	<u>63,767</u>	<u>52,200</u>	<u>11,567</u>
Miscellaneous:			
Interest	2,568	1,500	1,068
Total Miscellaneous	<u>2,568</u>	<u>1,500</u>	<u>1,068</u>
<b>Total Revenues</b>	<u><b>66,335</b></u>	<u><b>53,700</b></u>	<u><b>12,635</b></u>
<b>Expenditures</b>			
Current:			
Public Safety:			
Administration	300	300	-
Police Training	29,886	43,033	(13,147)
Capital Outlay	19,624	29,667	(10,043)
Debt Service			
Principal Payments	9,593	-	9,593
Interest Payments	450	-	450
<b>(Total Expenditures)</b>	<u><b>59,853</b></u>	<u><b>73,000</b></u>	<u><b>(13,147)</b></u>
<b>(Deficiency) Excess of Revenues</b>			
<b>(Under) Expenditures</b>	<u><b>6,482</b></u>	<u><b>126,700</b></u>	<u><b>25,782</b></u>
<b>Net Change in Fund Balance</b>	<u><b>6,482</b></u>	<u><b>126,700</b></u>	<u><b>25,782</b></u>
<b>Fund Balance, Beginning of Year</b>	<u>73,429</u>	<u>73,429</u>	<u>-</u>
<b>Fund Balance, End of year</b>	<u><u><b>\$ 79,911</b></u></u>	<u><u><b>\$ 200,129</b></u></u>	<u><u><b>\$ 25,782</b></u></u>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**LAW ENFORCEMENT TRUST FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
<b>Revenues</b>			
Fines and Forfeitures	\$ -	\$ 32,000	\$ (32,000)
Miscellaneous:			
Interest	978	900	78
<b>Total Revenues</b>	<u>978</u>	<u>32,900</u>	<u>(31,922)</u>
<b>Expenditures</b>			
Current:			
Public Safety:			
Administration	448	628	(180)
Operating Expense/Community Donations	35,272	35,272	-
<b>(Total Expenditures)</b>	<u>(35,720)</u>	<u>(35,900)</u>	<u>(180)</u>
<b>(Deficiency) Excess of Revenues Over Expenditures</b>	<u>(34,742)</u>	<u>(3,000)</u>	<u>(32,102)</u>
<b>Net Change in Fund Balance</b>	<u>(34,742)</u>	<u>(3,000)</u>	<u>(32,102)</u>
<b>Fund Balances, Beginning of Year</b>	<u>42,184</u>	<u>42,184</u>	<u>-</u>
<b>Fund Balances, End of Year</b>	<u>\$ 7,442</u>	<u>\$ 39,184</u>	<u>\$ (32,102)</u>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**STREET IMPROVEMENT FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<u>Actual Amounts</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
<b>Revenues</b>			
Intergovernmental Revenues:			
Local Option Gas Tax	\$ 520,082	\$ 511,094	\$ 8,988
Eight-cent Gas Tax	215,560	200,000	15,560
Municipal Fuel Tax Refund	22,883	10,000	12,883
Additional One-cent	187,809	172,000	15,809
Total Intergovernmental Revenues	<u>946,334</u>	<u>893,094</u>	<u>53,240</u>
Miscellaneous Revenues:			
Interest	43,714	22,000	21,714
Restricted Contributions	-	200	(200)
Contributions/Donations Private	-	500	(500)
Reimburse for Services	67,700	-	67,700
Other	7,748	40,000	(32,252)
Total Miscellaneous Revenues	<u>119,162</u>	<u>62,700</u>	<u>56,462</u>
<b>Total Revenues</b>	<u><b>1,065,496</b></u>	<u><b>955,794</b></u>	<u><b>109,702</b></u>
<b>Expenditures</b>			
Current:			
Transportation:			
Personnel	1,034,438	1,134,437	(99,999)
Operating	690,560	1,107,519	(416,959)
Capital Outlay	262,828	347,254	(84,426)
<b>(Total Expenditures)</b>	<u><b>(1,987,827)</b></u>	<u><b>(2,589,210)</b></u>	<u><b>(601,384)</b></u>
<b>(Deficiency) Excess of Revenues Over Expenditures</b>	<u><b>(922,331)</b></u>	<u><b>(1,633,416)</b></u>	<u><b>711,085</b></u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers from Other Funds	1,105,000	1,105,000	-
<b>Total Other Financing Sources (Uses)</b>	<u><b>1,105,000</b></u>	<u><b>1,105,000</b></u>	<u><b>-</b></u>
<b>Net Change in Fund Balances</b>	<u><b>182,669</b></u>	<u><b>(528,416)</b></u>	<u><b>711,085</b></u>
<b>Fund Balance, Beginning of Year</b>	<u><b>1,280,431</b></u>	<u><b>1,280,431</b></u>	<u><b>-</b></u>
<b>Fund Balance, End of Year</b>	<u><u><b>\$ 1,463,100</b></u></u>	<u><u><b>\$ 752,015</b></u></u>	<u><u><b>\$ 711,085</b></u></u>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**BUILDING SERVICES FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
<b>Revenues</b>			
Permits & Fees	\$ 1,112,475	\$ 1,128,900	\$ (16,425)
Interest	76,139	27,000	49,139
<b>Total Revenues</b>	<u>1,188,614</u>	<u>1,155,900</u>	<u>32,714</u>
<b>Expenditures</b>			
Current:			
Public Safety			
Personnel Cost	359,753	411,185	(51,432)
Operating	203,153	296,295	(93,142)
Capital Outlay	64,187	106,000	(41,813)
<b>(Total Expenditures)</b>	<u>(627,092)</u>	<u>(813,480)</u>	<u>(186,387)</u>
<b>(Deficiency) Excess of Revenues Over Expenditures</b>	<u>561,522</u>	<u>342,420</u>	<u>219,101</u>
<b>Net Change in Fund Balance</b>	<u>561,522</u>	<u>342,420</u>	<u>219,101</u>
<b>Fund Balance, Beginning of Year</b>	<u>1,726,530</u>	<u>1,726,350</u>	<u>-</u>
<b>Fund Balance, End of Year</b>	<u>\$ 2,288,052</u>	<u>\$ 2,068,770</u>	<u>\$ 219,281</u>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**STORMWATER UTILITY FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	Actual	Final Budget	Variance With Final Budget
<b>Revenues</b>			
Charges for Services:			
Stormwater Utility Fees	\$ 887,096	\$ 875,000	\$ 12,096
<b>Total</b>	<u>887,096</u>	<u>875,000</u>	<u>12,096</u>
 Miscellaneous:			
Interest	32,599	15,200	17,399
<b>Total Miscellaneous</b>	<u>32,599</u>	<u>15,200</u>	<u>17,399</u>
<b>Total Revenues</b>	<u><b>919,695</b></u>	<u><b>890,200</b></u>	<u><b>29,495</b></u>
<b>Expenditures</b>			
Current:			
Physical Environment:			
Personnel	253,532	294,746	(41,214)
Operating	107,898	177,131	(69,233)
Capital Outlay	131,607	254,773	(123,166)
<b>(Total Expenditures)</b>	<u><b>(493,037)</b></u>	<u><b>(726,650)</b></u>	<u><b>(233,613)</b></u>
 <b>(Deficiency) Excess of Revenues</b>			
<b>Over Expenditures</b>	<u><b>426,658</b></u>	<u><b>163,550</b></u>	<u><b>(204,118)</b></u>
 <b>Other Financing Sources (Uses)</b>			
Operating Transfers to Other Funds	(400,000)	(400,000)	-
<b>Total Other Financing Sources (Uses)</b>	<u><b>(400,000)</b></u>	<u><b>(400,000)</b></u>	<u><b>-</b></u>
 <b>Net Change in Fund Balance</b>	<u><b>26,658</b></u>	<u><b>(236,450)</b></u>	<u><b>(204,118)</b></u>
 <b>Fund Balance, Beginning of Year</b>	<u>800,037</u>	<u>800,037</u>	<u>-</u>
 <b>Fund Balance, End of Year</b>	<u><u><b>\$ 826,695</b></u></u>	<u><u><b>\$ 563,587</b></u></u>	<u><u><b>\$ 562,206</b></u></u>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**IMPACT FEE FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
<b>Revenues</b>			
Miscellaneous:			
Permits and Fees	\$ 191,203	\$ 190,500	\$ (703)
Interest	42,458	32,700	(9,758)
<b>Total Revenues</b>	<u>233,662</u>	<u>223,200</u>	<u>(10,462)</u>
<b>Expenditures</b>			
Current:			
Administration			-
Culture and Recreation	17,133	17,200	(67)
Public Safety	1,200	1,200	-
Capital Outlay	9,354	262,855	(253,501)
<b>(Total Expenditures)</b>	<u>(27,687)</u>	<u>(281,255)</u>	<u>(253,568)</u>
<b>(Deficiency) Excess of Revenues Over Expenditures</b>	<u>205,975</u>	<u>(58,055)</u>	<u>(264,030)</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers to Other Funds	(5,736)	(5,285)	(451)
<b>Total Other Financing Sources (Uses)</b>	<u>(5,736)</u>	<u>(5,285)</u>	<u>(451)</u>
<b>Net Change in Fund Balance</b>	<u>200,239</u>	<u>(63,340)</u>	<u>(263,579)</u>
<b>Fund Balance, Beginning of Year</b>	<u>1,000,677</u>	<u>1,000,677</u>	<u>-</u>
<b>Fund Balance, End of Year</b>	<u>\$ 1,200,916</u>	<u>\$ 937,337</u>	<u>\$ (263,579)</u>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**GREENWOOD CEMETERY FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
<b>Revenues</b>			
Miscellaneous:			
Interest	\$ 11,286	\$ 11,200	\$ 86
Donations	2,889	200	2,689
<b>Total Revenues</b>	<u>14,175</u>	<u>11,400</u>	<u>2,775</u>
<b>Expenditures</b>			
Current:			
General Government:			
Administration	860	860	-
Capital Outlay	9,500	40,000	(30,500)
<b>(Total Expenditures)</b>	<u>(10,360)</u>	<u>(40,860)</u>	<u>(30,500)</u>
<b>(Deficiency) Excess of Revenues Over Expenditures</b>	<u>3,815</u>	<u>(29,460)</u>	<u>(27,725)</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers from Other Funds	6,440	5,800	640
Operating Transfers to Other Funds	(4,950)	(3,000)	(1,950)
<b>Total Other Financing (Uses)</b>	<u>1,490</u>	<u>2,800</u>	<u>(1,310)</u>
<b>Net Change in Fund Balance</b>	<u>5,306</u>	<u>(26,660)</u>	<u>(29,034)</u>
<b>Fund Balance, Beginning of Year</b>	290,522	290,522	-
<b>Fund Balance, End of Year</b>	<u>\$ 295,828</u>	<u>\$ 263,862</u>	<u>\$ (29,034)</u>

**CITY OF EUSTIS, FLORIDA**  
**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL**  
**ECONOMIC DEVELOPMENT FUND**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2024**

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
<b>Revenues</b>			
Miscellaneous:			
Program Income	\$ 857	\$ 35,000	\$ (34,143)
Interest	4,350	2,500	1,850
Lease	52,215	58,642	(6,427)
Grants & Aids	182,607	150,000	32,607
<b>Total Revenues</b>	<u>240,029</u>	<u>246,142</u>	<u>(6,113)</u>
<b>Expenditures</b>			
Current:			
General Government:			
Administration	148,382	243,280	(94,898)
Grants and Aid	228,972	266,480	(37,508)
<b>(Total Expenditures)</b>	<u>(377,354)</u>	<u>(509,760)</u>	<u>(132,406)</u>
<b>(Deficiency) Excess of Revenues Over Expenditures</b>	<u>(137,326)</u>	<u>(263,618)</u>	<u>(138,519)</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers From Other Funds	50,000	55,000	(5,000)
Operating Transfers to Other Funds	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>50,000</u>	<u>55,000</u>	<u>(5,000)</u>
<b>Net Change in Fund Balance</b>	<u>(87,326)</u>	<u>(208,618)</u>	<u>(143,519)</u>
<b>Fund Balance, Beginning of Year</b>	<u>143,645</u>	<u>119,846</u>	<u>-</u>
<b>Fund Balance, End of Year</b>	<u>\$ 56,319</u>	<u>\$ (88,772)</u>	<u>\$ (143,519)</u>



## STATISTICAL SECTION

### Annual Comprehensive Financial Report City of Eustis, Florida





Schedule 1

City of Eustis  
Net Position By Component  
Last Ten Years  
Fiscal Year Ending September 30,

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Governmental Activities										
Net Investment in Capital Assets	\$ 60,391,695	\$ 60,696,128	\$ 60,131,048	\$ 59,881,913	\$ 59,969,021	\$ 62,646,999	\$ 62,378,055	\$ 64,880,447	\$ 64,728,567	\$ 66,708,191
Restricted	3,654,895	4,234,071	4,789,207	5,320,003	5,588,178	4,763,432	5,559,366	8,188,396	11,495,950	12,528,350
Unrestricted	(1,127,118)	(1,680,939)	(2,286,421)	(4,222,712)	(1,900,432)	(3,157,583)	753,809	2,847,232	4,140,472	7,635,948
Total Governmental Activities Net Position	\$ 62,919,472	\$ 63,249,260	\$ 62,633,834	\$ 60,979,204	\$ 63,656,767	\$ 64,252,848	\$ 68,691,230	\$ 75,916,075	\$ 80,364,989	\$ 86,872,488
Business-type activities										
Net Investment in Capital Assets	\$ 31,730,770	\$ 31,323,252	\$ 28,570,346	\$ 33,980,209	\$ 32,913,630	\$ 32,521,186	\$ 37,303,559	\$ 35,369,298	\$ 42,595,573	\$ 57,792,993
Restricted	6,695,686	9,179,083	8,174,683	5,402,247	6,975,120	6,496,301	5,850,564	15,796,894	17,342,250	5,909,707
Unrestricted	5,794,887	5,175,131	11,078,405	10,050,181	10,293,906	11,813,061	9,911,910	3,828,992	3,976,952	10,983,426
Total Business-type Activities Net Position	\$ 44,221,343	\$ 45,677,466	\$ 47,823,434	\$ 49,432,637	\$ 50,182,656	\$ 50,830,548	\$ 53,066,033	\$ 54,995,184	\$ 63,914,775	\$ 74,686,126
Primary government										
Net Investment in Capital Assets	\$ 92,122,465	\$ 92,019,380	\$ 88,701,394	\$ 93,862,122	\$ 92,882,651	\$ 95,168,185	\$ 99,681,614	\$ 100,249,745	\$ 107,324,140	\$ 124,501,184
Restricted	10,350,581	13,413,154	12,963,890	10,722,250	12,563,298	11,259,733	11,409,930	23,985,290	28,838,200	18,438,057
Unrestricted	4,667,769	3,494,192	8,791,984	5,827,469	8,393,474	8,655,478	10,665,719	6,676,224	8,117,424	18,619,374
Total Primary Government	\$ 107,140,815	\$ 108,926,726	\$ 110,457,268	\$ 110,411,841	\$ 113,839,423	\$ 115,083,396	\$ 121,757,263	\$ 130,911,259	\$ 144,279,764	\$ 161,558,614

Schedule 2

City of Eustis  
Changes in Net Position  
Last Ten Years  
Fiscal Year Ending

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>Expenses</b>										
Governmental Activities:										
General Government	\$ 5,112,758	\$ 4,752,283	\$ 4,524,135	\$ 4,536,101	\$ 4,983,675	\$ 5,258,186	\$ 4,373,261	\$ 4,398,141	\$ 5,946,918	\$ 6,930,771
Public Safety	8,005,426	8,828,550	9,824,650	9,175,828	9,794,225	10,264,565	8,213,309	10,039,911	12,905,721	12,158,859
Physical Environment	267,089	297,444	315,758	351,219	412,759	415,184	433,940	559,712	421,771	466,481
Transportation	3,229,271	2,762,752	2,998,938	3,283,299	3,097,073	2,764,209	2,406,809	2,214,450	3,098,582	2,773,482
Culture & Recreation	2,141,378	2,200,203	2,224,674	2,569,564	2,244,335	2,746,092	2,271,431	2,303,909	2,412,712	2,466,079
Non-Departmental	-	-	-	-	-	1,002,310	1,680,388	1,290,132	1,366,677	1,276,247
Debt Service	42,203	35,211	35,169	15,599	33,648	23,645	96,454	85,332	94,435	87,083
Total Governmental Activities	18,798,125	18,876,443	19,923,324	19,931,610	20,565,715	22,474,191	19,475,592	20,891,587	26,246,815	26,159,001
Business-type Activities:										
Water and Sewer Activities	8,524,721	8,102,971	8,414,798	8,710,241	9,044,822	9,629,036	8,960,855	9,660,645	10,321,221	11,320,266
Total Primary Government Expenses	\$ 27,322,846	\$ 26,979,414	\$ 28,338,122	\$ 28,641,851	\$ 29,610,537	\$ 32,103,227	\$ 28,436,447	\$ 30,552,232	\$ 36,568,036	\$ 37,479,267
<b>Program Revenues</b>										
Governmental Activities:										
Charges for Services:										
General Government	\$ 704,346	\$ 1,006,021	\$ 719,984	\$ 643,580	\$ 159,504	\$ 505,346	\$ 557,077	\$ 780,014	\$ 2,548,847	\$ 1,561,013
Public Safety	178,551	308,083	267,280	261,099	770,560	883,964	1,228,435	1,757,253	2,731,375	638,895
Physical Environment	783,307	792,655	827,607	841,781	841,390	822,066	850,806	860,596	874,322	889,986
Transportation	-	-	10,000	16,024	-	-	-	-	-	-
Culture & Recreation	252,810	432,309	289,032	243,125	235,660	219,884	200,216	373,033	551,322	456,277
Operating Grants and Contributions	23,639	19,845	17,749	1,614	612,925	1,471	374,943	73,240	122,660	180,913
Capital Grants and Contributions	-	-	-	5,720	791,567	-	-	-	-	-
Total Governmental Activities Program Revenues	\$ 1,942,653	\$ 2,558,913	\$ 2,131,652	\$ 2,012,943	\$ 3,411,606	\$ 2,432,731	\$ 3,211,477	\$ 3,844,136	\$ 6,828,526	\$ 3,727,084
Business-type activities:										
Charges for Services:										
Water	5,291,332	5,666,288	5,911,626	5,561,023	6,197,648	5,966,260	6,353,928	6,600,062	7,415,939	7,946,398
Wastewater	3,853,556	4,091,465	4,530,963	4,853,316	4,808,265	5,395,152	5,080,046	5,306,548	5,684,162	6,223,566
Gain on Disposal of Assets	-	-	-	-	-	-	674,502	-	(12,769)	-
Capital Grants and Contributions	816,756	1,224,995	1,435,914	1,814,665	355,781	495,307	671,411	3,053,344	7,441,378	9,369,338
Total business-type Activities Program Revenues	9,961,644	10,982,748	11,878,503	12,229,004	11,361,694	11,856,719	12,779,887	14,959,954	20,528,710	23,539,303
Total Primary Government Program Revenues	\$ 11,904,297	\$ 13,541,661	\$ 14,010,155	\$ 14,241,947	\$ 14,773,300	\$ 14,289,450	\$ 15,991,364	\$ 18,804,090	\$ 27,357,236	\$ 27,266,386

Schedule 2

City of Eustis  
Changes in Net Position  
Last Ten Years  
Fiscal Year Ending

		Page 2 of 2									
		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>Net (Expenditures)/Revenues</b>											
Governmental Activities		\$ (16,855,472)	\$ (16,317,530)	\$ (17,791,672)	\$ (17,918,667)	\$ (17,154,109)	\$ (20,041,460)	\$ (16,264,114)	\$ (17,047,451)	\$ (19,418,289)	(22,431,917)
Business-type Activities		1,436,923	2,879,777	3,463,705	3,518,763	2,316,872	2,227,683	3,819,032	5,299,309	10,207,489	12,219,037
Total Primary Government Net (Expenses)/Revenue		<u>\$ (15,418,549)</u>	<u>\$ (13,437,753)</u>	<u>\$ (14,327,967)</u>	<u>\$ (14,399,904)</u>	<u>\$ (14,837,237)</u>	<u>\$ (17,813,777)</u>	<u>\$ (12,445,082)</u>	<u>\$ (11,748,142)</u>	<u>\$ (9,210,800)</u>	<u>\$ (10,212,881)</u>
<b>General Revenues and Other Changes in Net Position</b>											
Governmental Activities:											
Taxes											
Property Taxes		\$ 5,583,523	\$ 5,778,651	\$ 6,034,790	\$ 6,599,902	\$ 7,270,242	\$ 7,909,015	\$ 8,392,708	\$ 8,951,790	\$ 9,818,398	10,978,047
Utility Taxes		1,437,147	1,453,668	1,484,768	1,621,592	1,717,694	2,291,700	2,314,592	2,452,932	2,695,128	2,711,684
Franchise Fees		2,283,573	2,530,415	2,570,953	2,544,608	2,719,237	1,729,050	1,762,758	1,893,319	2,081,388	2,076,004
State Shared Revenues		4,664,292	4,402,912	4,561,956	4,956,751	4,999,895	6,270,038	5,819,828	6,600,476	5,922,573	7,847,527
Investment Earnings		68,542	54,018	30,931	87,017	236,734	100,665	26,966	128,458	799,967	1,373,469
Miscellaneous Income		738,642	927,654	992,848	998,288	1,077,196	522,213	578,943	569,079	232,567	1,630,229
Transfers in/ (out)		1,500,000	1,500,000	1,500,000	1,512,587	1,810,673	1,814,859	1,806,701	3,676,243	2,317,182	2,322,455
Total Governmental Activities		<u>16,275,719</u>	<u>16,647,318</u>	<u>17,176,246</u>	<u>18,320,745</u>	<u>19,831,671</u>	<u>20,637,540</u>	<u>20,702,496</u>	<u>24,272,297</u>	<u>23,867,203</u>	<u>28,939,416</u>
Business-type Activities:											
Investment Earnings		\$ 45,221	\$ 44,853	\$ 100,933	\$ 165,900	\$ 233,292	\$ 98,759	\$ 32,194	\$ 97,841	\$ 802,521	863,301
Miscellaneous Income		27,482	31,493	81,330	15,008	10,526	136,309	190,960	208,244	226,763	11,469
Transfers in/ (out)		(1,500,000)	(1,500,000)	(1,500,000)	(1,512,587)	(1,810,673)	(1,814,859)	(1,806,701)	(3,676,243)	(2,317,182)	(2,322,455)
Total Business-type Activities		<u>(1,427,297)</u>	<u>(1,423,654)</u>	<u>(1,317,737)</u>	<u>(1,331,679)</u>	<u>(1,566,855)</u>	<u>(1,579,791)</u>	<u>(1,583,547)</u>	<u>(3,370,158)</u>	<u>(1,287,898)</u>	<u>(1,447,686)</u>
Total Primary Government		<u>\$ 14,848,422</u>	<u>\$ 15,223,664</u>	<u>\$ 15,858,509</u>	<u>\$ 16,989,066</u>	<u>\$ 18,264,816</u>	<u>\$ 19,057,749</u>	<u>\$ 19,118,949</u>	<u>\$ 20,902,139</u>	<u>\$ 22,579,305</u>	<u>\$ 27,491,731</u>
<b>Change in Net Position</b>											
Governmental Activities		\$ (579,753)	\$ 329,788	\$ (615,426)	\$ 402,078	\$ 2,677,562	\$ 596,081	\$ 4,438,382	\$ 7,224,846	\$ 4,448,914	\$ 6,507,499
Business-type Activities		9,626	1,456,123	2,145,968	2,187,084	750,017	647,892	2,235,485	1,929,151	8,919,591	10,771,351
Total Primary Government		<u>\$ (570,127)</u>	<u>\$ 1,785,911</u>	<u>\$ 1,530,542</u>	<u>\$ 2,589,162</u>	<u>\$ 3,427,579</u>	<u>\$ 1,243,973</u>	<u>\$ 6,673,867</u>	<u>\$ 9,153,997</u>	<u>\$ 13,368,505</u>	<u>\$ 17,278,850</u>

Schedule 3

City of Eustis  
Fund Balances, Governmental Funds  
Last Ten Years  
(Modified Accrual Basis of Accounting)  
Fiscal Year Ending September 30,

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	General Fund									
General Fund:										
Non-Spendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,737	\$ 43,502	\$ 111,145
Restricted:										
Building Permits	-	529,150	669,403	807,349	-	-	-	-	-	-
Committed	-	-	-	-	-	-	-	-	-	-
Assigned										
Emergency Contingency	405,873	405,872	405,873	405,873	405,873	405,873	405,873	405,873	405,873	405,873
Debt Service	1,032,738	710,000	360,000	-	-	-	-	-	-	-
Self Insurance	-	-	-	-	-	-	-	-	-	-
Unassigned	5,389,701	5,668,231	5,986,731	6,925,213	8,657,012	9,073,248	11,323,261	14,139,350	17,558,546	19,604,398
Total General Fund	\$ 6,828,312	\$ 7,313,253	\$ 7,422,007	\$ 8,138,435	\$ 9,062,885	\$ 9,479,121	\$ 11,729,134	\$ 14,589,960	\$ 18,007,921	\$ 20,121,416
	Major Funds									
Sales Tax Capital Projects Fund:										
Restricted	\$ 1,288,680	\$ 980,158	\$ 1,230,939	\$ 1,680,674	\$ 1,977,867	\$ 872,195	\$ 1,427,062	\$ 2,519,617	\$ 3,184,010	\$ -
Total Sales Tax Fund	\$ 1,288,680	\$ 980,158	\$ 1,230,939	\$ 1,680,674	\$ 1,977,867	\$ 872,195	\$ 1,427,062	\$ 2,519,617	\$ 3,184,010	\$ -
Community Redevelopment:										
Non-Spendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 326	\$ 326
Restricted	895,237	868,821	1,129,206	1,399,557	1,390,058	1,719,320	2,072,047	2,354,994	2,924,665	3,603,803
Total Com. Redevelopment	\$ 895,237	\$ 868,821	\$ 1,129,206	\$ 1,399,557	\$ 1,390,058	\$ 1,719,320	\$ 2,072,047	\$ 2,354,994	\$ 2,924,991	\$ 3,604,129
	Non-Major Funds									
Street Improvement Fund:										
Non-Spendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,812	\$ 8,743
Restricted	464,428	636,164	461,510	244,827	195,568	-	-	851,891	1,276,619	1,454,358
Committed	192,851	-	-	-	-	-	-	-	-	-
Unassigned	-	-	-	-	(171,251)	(292,672)	328,509	-	-	-
Total Street Improvement Fund	\$ 657,279	\$ 636,164	\$ 461,510	\$ 244,827	\$ 24,317	\$ (292,672)	\$ 328,509	\$ 851,891	\$ 1,280,431	\$ 1,463,101
Stormwater Utility Fund:										
Non-Spendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 393	\$ -
Restricted	-	-	-	-	-	-	-	-	799,643	826,695
Committed	810,469	1,018,942	1,121,598	1,177,389	827,580	662,649	740,513	720,321	-	-
Total Stormwater Utility	\$ 810,469	\$ 1,018,942	\$ 1,121,598	\$ 1,177,389	\$ 827,580	\$ 662,649	\$ 740,513	\$ 720,321	\$ 800,036	\$ 826,695
Building Service Fund:										
Non-Spendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 295	\$ -
Restricted	-	-	-	-	929,789	924,413	841,705	1,101,104	1,726,235	2,288,052
Total Building Services Fund	\$ -	\$ -	\$ -	\$ -	\$ 929,789	\$ 924,413	\$ 841,705	\$ 1,101,104	\$ 1,726,530	\$ 2,288,052
All Other Governmental Funds										
Non-Spendable	\$ 30,172	\$ 30,156	\$ 30,156	\$ 40,523	\$ 29,726	\$ 29,726	\$ 29,726	\$ 19,726	\$ 4,500	\$ 19,726
Restricted	976,378	1,189,622	1,226,111	1,119,239	1,025,366	1,173,204	1,182,151	1,336,443	1,575,241	1,650,828
Committed	(1,028)	11,697	41,882	27,834	39,806	44,573	6,674	4,621	5,037	4,851
Total All Other Funds	\$ 1,005,522	\$ 1,231,475	\$ 1,298,149	\$ 1,187,596	\$ 1,094,898	\$ 1,247,504	\$ 1,218,551	\$ 1,360,789	\$ 1,584,778	\$ 1,675,405

Schedule 4

City of Eustis  
Changes in Fund Balances, Governmental Funds  
Last Ten Fiscal Years  
(modified Accrual basis of accounting)  
Fiscal Year Ending September 30,

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
<b>Revenues:</b>										
Ad Valorem	\$ 5,583,523	\$ 5,778,651	\$ 6,034,790	\$ 6,599,902	\$ 7,270,242	\$ 7,909,015	\$ 8,392,708	\$ 8,951,790	\$ 9,818,398	\$ 10,978,047
Franchise Fees	1,437,147	1,453,668	1,484,768	1,621,592	1,717,694	1,729,050	1,934,493	1,893,319	2,081,388	2,076,004
Utility Service Taxes	2,283,573	2,530,415	2,570,953	2,544,608	2,719,237	2,291,700	2,142,857	2,452,932	2,695,128	2,711,684
State Revenue Sharing	1,546,238	1,641,550	1,727,762	1,897,871	1,973,738	539,557	679,019	892,585	1,029,724	3,390,583
Other Intergovernmental Revenues	3,140,305	2,805,841	2,923,650	3,080,623	4,123,178	6,016,285	5,943,338	6,292,409	6,922,747	4,720,315
Grants	-	-	-	-	-	-	-	-	75,000	182,607
Permits and Fees	569,461	882,403	563,371	581,881	581,216	508,952	820,173	1,301,138	1,475,451	1,390,445
Fines and Forfeitures	65,964	72,159	81,285	172,696	156,484	86,419	111,762	121,710	540,086	472,060
Charges for Services	1,198,000	1,223,849	1,297,910	1,255,037	1,252,584	1,203,263	1,261,737	1,479,562	1,726,537	1,856,270
Interest	68,542	54,018	30,931	87,017	236,734	100,666	28,809	128,458	799,967	1,373,469
On-behalf Payments	219,605	243,091	247,516	259,476	282,193	279,562	292,417	314,004	386,450	434,909
Lease Income	-	-	-	-	-	-	-	135,080	156,374	207,267
Other Sources	606,012	1,020,584	844,963	720,398	833,503	726,312	576,950	489,052	699,771	583,507
Total Revenues	\$ 16,718,370	\$ 17,706,229	\$ 17,807,899	\$ 18,821,101	\$ 21,146,803	\$ 21,390,780	\$ 22,184,263	\$ 24,452,039	\$ 28,407,021	\$ 30,377,167
<b>Expenditures:</b>										
General Government	\$ 4,156,112	\$ 3,853,575	\$ 3,992,612	\$ 4,138,062	\$ 4,702,782	\$ 4,688,788	\$ 4,125,274	\$ 4,843,788	\$ 5,293,366	\$ 6,848,167
Public Safety	7,274,731	7,655,858	8,171,240	8,215,860	8,593,705	9,552,804	8,282,761	9,390,433	10,571,056	11,477,598
On-Behalf Payments	219,605	243,091	247,516	259,476	282,193	279,562	292,417	314,004	386,450	434,909
Physical Environment	260,022	253,457	263,360	264,223	350,861	357,882	358,552	427,306	312,976	361,430
Transportation	1,589,009	1,545,467	1,775,494	1,767,615	1,664,598	1,546,426	1,423,843	1,950,842	1,646,866	1,724,998
Culture and Recreation	1,734,844	1,682,617	1,733,137	1,793,822	1,844,145	1,923,315	1,739,940	1,883,403	1,943,046	2,063,457
Non-departmental	-	48,552	51,521	29,605	30,000	1,002,310	1,680,388	1,290,132	1,366,677	1,276,247
Grants & Aids									50,128	28,574
Capital Outlay	2,865,843	2,810,086	1,794,154	2,845,253	3,739,804	7,281,661	1,880,699	2,520,716	2,620,384	4,215,761
Debt Service										
Interest	42,203	35,211	35,169	8,951	22,999	20,278	361,422	87,523	96,615	87,083
Principal	490,000	515,000	629,100	645,752	247,475	247,475	100,676	278,980	426,617	329,044
Total Expenditures	\$ 18,632,369	\$ 18,642,914	\$ 18,693,303	\$ 19,968,619	\$ 21,478,562	\$ 26,900,502	\$ 20,245,972	\$ 22,987,127	\$ 24,714,181	\$ 28,847,268
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,913,999)	(936,685)	(885,404)	(1,147,518)	(331,759)	(5,509,722)	1,938,291	1,464,913	3,692,840	1,529,899
Other Financing Sources (Uses):										
Leases (as Lessee)	-	-	-	-	-	-	-	-	-	124,478
Transfers In	2,497,986	2,459,686	2,482,672	2,526,774	3,313,510	3,113,464	3,183,514	5,231,910	4,025,556	4,419,080
Transfers Out	(997,986)	(959,686)	(982,672)	(1,014,187)	(1,502,837)	(1,298,605)	(1,376,813)	(1,555,667)	(1,708,375)	(2,096,625)
Proceeds from Borrowing				800,000		3,000,000	-	-	-	-
Total Other Financing Sources (Uses)	1,500,000	1,500,000	1,500,000	2,312,587	1,810,673	4,814,859	1,806,701	3,676,243	2,317,181	2,446,933
<b>Net Change in Fund Balances</b>	<b>\$ (413,999)</b>	<b>\$ 563,315</b>	<b>\$ 614,596</b>	<b>\$ 1,165,069</b>	<b>\$ 1,478,914</b>	<b>\$ (694,862)</b>	<b>\$ 3,744,992</b>	<b>\$ 5,141,156</b>	<b>\$ 6,010,021</b>	<b>\$ 3,976,832</b>
Debt Service as a Percentage of Non-capital Expenditures	3.38%	3.48%	3.93%	3.82%	1.52%	1.36%	2.52%	1.79%	2.37%	1.69%

**Schedule 5**

**City of Eustis**  
**Taxable and Estimated Actual Value**  
**Last Ten Years**

Taxable Assessed Valuation							Assessed
Fiscal Year	Real Property	Personal Property	Central Property	Total Taxable Valuation	Total Direct Rate	Total Estimated Actual Value	Value as a Percentage of Actual
2014/15	695,231,551	63,395,983	253,735	758,881,269	7.5810	843,201,410	90.00%
2015/16	724,388,866	64,707,631	346,273	789,442,770	7.5810	877,158,633	90.00%
2016/17	760,782,191	66,066,152	330,790	827,179,133	7.5810	919,087,926	90.00%
2017/18	827,493,389	73,404,454	386,451	901,284,294	7.5810	1,001,426,993	90.00%
2018/19	964,447,578	114,711,755	441,822	1,079,601,155	7.5810	1,199,556,839	90.00%
2019/20	1,047,304,600	98,749,080	463,714	1,146,517,394	7.5810	1,273,908,216	90.00%
2020/21	1,108,315,695	112,793,573	2,309,391	1,223,333,943	7.5810	1,359,259,937	90.00%
2021/22	1,237,437,362	107,780,842	1,489,933	1,347,228,504	7.5810	1,496,920,560	90.00%
2022/23	1,392,572,036	112,035,315	747,155	1,505,354,506	7.5810	1,672,616,118	90.00%
2023/24	1,562,863,368	116,938,941	527,498	1,680,329,807	7.5810	1,867,033,119	90.00%

Source Lake County Property Appraiser's Final Tax Roll All Docs and Certifications Start of FY

<https://www.lakecopropappr.com/millage-rates.aspx>

## Schedule 6

**City of Eustis**  
**Direct and Overlapping Property Tax Rates**  
**Last Ten Fiscal Years**  
**(Per One Thousand Dollars of Taxable Value)**

Fiscal Year	City Direct Rates				Overlapping Rates							
	Basic Rate	Redev. District	Street Improv.	Total City of Eustis	Lake County			Lake County Water Authority			St. Johns Water Mgmt District	
					General Fund	Lake County Debt Service	Lake County School Board	County Water Authority	North Lake Hospital District	North Lake Ambulance District	St. Johns Water Mgmt District	
2014/15	7.0632	0.3070	0.2108	7.5810	5.3856	0.1600	7.2460	0.2554	1.0000	0.4629	0.3164	22.4073
2015/16	7.0721	0.3062	0.2027	7.5810	5.3051	0.1600	7.1970	0.2554	1.0000	0.4629	0.3023	22.2637
2016/17	7.1406	0.3074	0.1330	7.5810	5.1180	0.1524	6.8750	0.2554	1.0000	0.4629	0.2885	21.7332
2017/18	7.1555	0.3035	0.1220	7.5810	5.1180	0.1524	6.6030	0.2554	1.0000	0.4629	0.2724	21.4451
2018/19	7.1436	0.3265	0.1109	7.5810	5.1180	0.1324	6.3550	0.4900	0.9800	0.4629	0.2562	21.3755
2019/20	7.1153	0.3640	0.1018	7.5810	5.0734	0.1100	6.8830	0.3557	0.9500	0.4629	0.2414	21.6574
2020/21	6.3821	0.3995	0.7994	7.5810	5.0327	0.0918	6.9990	0.3368	0.8950	0.4629	0.2287	21.6279

**Schedule 7**

**City of Eustis  
Principal Taxpayers  
Current and Ten Years Ago  
September 30,**

	2024			2015		
	Taxpayer	Just Valuation	Rank	Percentage of Total Just Valuation	Just Valuation	Rank
						Percentage of Total Just Valuation
	Duke Energy (Prev. Progress Energy)	\$ 26,077,684	2	22.10%	\$ 16,304,122	1
	Bre Tarpon - Eustis Village LLC	-	-	0.00%	11,473,915	2
	MHC Southern Palms LLC	11,792,908	5	10.00%	8,329,791	3
	Florida Food Products	26,165,145	1	22.18%	7,767,711	4
	Jensen Center LTD	-	-	0.00%	7,073,777	5
	Sprint/Embarq	-	-	0.00%	4,688,793	6
	Prestige Ford	-	-	0.00%	3,810,632	7
	SUSO 4 North Branch LP	18,320,548	3	15.53%	-	-
	HTG Valencia LLC	9,075,327	7	7.69%	-	-
	Club at Eustis Partnership	-	-	0.00%	3,405,987	8
	GC Eustis Village LLC	-	-	0.00%	3,398,106	9
	MHC Haselton Village LLC	9,877,540	6	8.37%	3,359,805	10
	Boukalis Dev of St Pete LLC	8,593,631	8	7.28%	-	-
	Tanglewood Eustis Holdings LLC ET AL	7,458,136	10	6.32%	-	-
	MSC Eustis LLC	8,079,860	9	6.85%	-	-
	Q Eleven Oaks Holdings LLC	17,471,828	4	14.81%	-	-
<b>Total</b>		<b>\$ 117,982,643</b>		<b>100.00%</b>	<b>\$ 69,612,639</b>	<b>100.00%</b>

Source: Lake County Property Appraiser's Office Data

Schedule 8

City of Eustis  
Property Tax Levies and Collections  
Last Ten Fiscal Years

Fiscal Year	Total Tax Levy	Current Levy Collections	Percent of Levy Collections	Delinquent Tax Collections	Total Tax Collections	Percent Total Collections to Levy
2014/15	5,753,079	5,368,442	93.31%	215,081	5,583,523	97.05%
2015/16	5,984,766	5,566,832	93.02%	211,818	5,778,650	96.56%
2016/17	6,270,845	5,821,983	92.84%	212,805	6,034,788	96.24%
2017/18	6,832,636	6,326,214	92.59%	273,686	6,599,900	96.59%
2018/19	7,512,959	7,072,491	94.14%	197,751	7,270,242	96.77%
2019/20	8,195,713	7,575,826	92.44%	333,188	7,909,014	96.50%
2020/21	8,694,162	8,135,334	93.57%	257,374	8,392,708	96.53%
2021/22	9,274,095	8,723,216	94.06%	228,574	8,951,790	96.52%
2022/23	10,209,394	9,579,368	93.83%	239,030	9,818,398	96.17%
2023/24	11,367,297	10,680,930	93.96%	302,708	10,983,638	96.62%

**NOTE:** Florida Statute 197.012 allows a discount for early payment of taxes of 4% in November, 3% in December, 2% in January, and 1% in February. Taxes become delinquent on April 1 of each year.

County Tax Collector is responsible for collecting and remitting all property taxes. They do not keep track of amounts that are past due on a regular basis. Once a year they consolidate all past due amounts and have a Tax Certificate sale. The money received from this sale is then distributed to the proper taxing authorities.

Schedule 9

City of Eustis  
Ratios of Outstanding Debt by Type  
Last Ten Fiscal Years

Fiscal Year	General Activities						Business-Type Activities					Total Primary Government			
	Sales SurTax 1997A	Sales SurTax Water 2004	Sales SurTax - Sewer 2004	Sales SurTax - Purch. 2016 & 2018	Fire Equip. Lease /	Total	Utility Revenue Bonds	Series 2017 Bank Loan	State Revolving Loan	SBITA	Total	Total Primary Government	Est. Actual Value of Taxable Property	Percentage of Taxable Property	Per Capita
2014/15	1,040,000	271,000	309,000	-	-	1,620,000	-	-	6,513,511	-	6,513,511	8,133,511	843,201,410	0.96%	418
2015/16	710,000	187,750	207,250	-	-	1,105,000	-	-	5,964,488	-	5,964,488	7,069,488	877,158,633	0.81%	354
2016/17	360,000	100,000	100,000	353,450	-	913,450	7,430,000	1,805,500	5,400,084	-	14,635,584	15,549,034	919,087,926	1.69%	749
2017/18	-	-	-	1,067,736	-	1,067,736	7,150,000	1,444,400	4,819,867	-	13,414,267	14,482,003	1,001,426,993	1.45%	695
2018/19	-	-	-	820,260	-	820,260	6,865,000	1,083,300	4,223,389	-	12,171,689	12,991,949	1,199,556,839	1.08%	616
2019/20	-	-	-	587,699	3,000,000	3,587,699	6,570,000	722,200	3,610,197	-	10,902,397	14,490,096	1,273,908,216	1.14%	687
2020/21	-	-	-	323,514	2,887,812	3,211,326	6,265,000	361,100	3,173,359	-	9,799,459	13,010,785	1,359,259,937	0.96%	617
2021/22	-	-	-	160,000	2,772,346	2,932,346	6,341,004	-	2,920,832	-	9,261,836	12,194,182	1,496,920,560	0.81%	506
2022/23	-	-	-	-	2,653,462	3,072,533	5,989,318	-	2,661,665	56,262	8,707,245	11,779,778	1,672,616,118	0.70%	488
2023/24	-	-	-	-	2,531,262	2,756,391	5,626,975	-	2,395,684	28,522	8,051,181	10,807,572	1,867,033,119	0.58%	448

Schedule 10

City of Eustis  
Direct Governmental Activities Debt  
September 30, 2024

<u>Governmental Revenue Bonds</u>	<u>Beginning Debt</u>	<u>Increase in Debt</u>	<u>Amount Repaid</u>	<u>Debt Outstanding</u>	<u>Percentage Applicable</u>
2020 CRA Loan - Land Purchase	2,653,462	-	122,201	2,531,261	100.00%
Subscription Based Information Technology Agreements	419,071		276,728	142,343	100.00%
Lease Liability	-	124,478	42,181	82,297	100.00%
<b>Total Debt</b>	<b>\$ 2,653,462</b>	<b>\$ 124,478</b>	<b>\$ 604,624</b>	<b>\$ 2,915,902</b>	<b>100.00%</b>

The 2020 CRA Loan is repaid with incremental tax income.

The City of Eustis does not have any overlapping debt. All debt is secured through a specific revenue source exclusive to the City of Eustis General Fund.

## Schedule 11

**City of Eustis**  
**Pledged-Revenue Coverage**  
**Last Ten Fiscal Years**

Page 1 of 2

Fiscal Year	(1) Utility Revenues	(2) Less Operating Expenses	Plus Depreciation Expense	Net Available Revenue	Revenue Bond Series 2016			State Revolving Loan			Total Debt Payments	Coverage
					Principal	Interest	Principal	Principal	Interest	Principal		
<b>2014/15</b>	9,989,126	8,222,159	2,286,458	4,053,425	-	-	-	534,059	125,199	-	659,258	6.15
<b>2015/16</b>	10,937,285	7,901,311	2,249,641	5,285,615	-	-	-	549,020	113,006	-	662,026	7.98
<b>2016/17</b>	10,879,933	7,828,916	2,174,760	5,225,777	-	114,724	-	564,406	100,466	-	779,596	6.70
<b>2017/18</b>	10,848,912	8,272,870	2,208,575	4,784,617	250,000	276,556	-	580,218	90,360	-	1,197,135	4.00
<b>2018/19</b>	11,016,439	8,653,590	2,511,208	4,874,057	280,000	269,856	-	596,476	74,300	-	1,220,632	3.99
<b>2019/20</b>	11,497,721	9,254,616	2,502,042	4,745,147	295,000	257,106	-	613,193	107,672	-	1,272,971	3.73
<b>2020/21</b>	11,624,934	8,632,107	2,543,124	5,535,951	305,000	248,256	-	436,838	87,727	-	1,077,821	5.14
<b>2021/22</b>	12,114,854	9,357,822	2,596,407	5,353,439	315,000	236,056	-	252,527	81,258	-	884,841	6.05
<b>2022/23</b>	13,326,864	10,040,755	2,710,439	5,996,548	351,686	223,456	-	259,167	74,618	-	908,927	6.60
<b>2023/24</b>	14,181,433	11,085,388	2,759,860	5,855,905	362,343	210,256	-	265,981	67,804	-	906,384	6.46

1.) For purposes of debt coverage the following is a list of revenues to be considered:

All water and sewer revenues, water and sewer impact fees, and stormwater fees. The interest in the renewal and replacement fund is not included as part of the debt coverage. The State Revolving Loan only allows for Gross Operating Revenues.

2.) Direct operating expenses excludes depreciation expenses.

3.) SRF debt coverage requirement is 1.15 Times

4.) 2016 Revenue bond debt coverage requirements is 1.25 times

## Schedule 11

**City of Eustis**  
**Pledged-Revenue Coverage**  
**Last Ten Fiscal Years**

Page 2 of 2

## (1) General Government

Fiscal Year	Sales Sur-Tax 1997A Series						Sales Sur-Tax 2004A Series			
	Progress Energy Franchise Fees				Discretionary Sales Tax & Prog. Energy Fran. Fees	Coverage				Coverage
		Principal	Interest	Total			Principal	Interest	Total	
2014/15	740,306	310,000	25,623	335,623	2.21	2,236,435	180,000	16,580	196,580	11.38
2015/16	757,316	330,000	21,377	351,377	2.16	2,273,145	185,000	13,832	198,832	11.43
2016/17	757,164	350,000	14,165	364,165	2.08	2,353,779	195,000	9,165	204,165	11.53
2017/18	822,564	360,000	1,029	361,029	2.28	2,497,696	200,000	667	200,667	12.45

1.) The City's Sales Surtax 1997A and 2004A Series debt was retired in FY 2017-18.

Fiscal Year	1997A Issue			2004A Issue		
	Progress Energy Franchise Fees	61% Allocated to 1997A Series	39% Allocated to 2004A Series	Sales Tax		Total 2004A Issue
				Revenue	Receipts	
2014-15	1,213,617	740,306	473,311	1,763,124	2,236,435	
2015-16	1,241,501	757,316	484,185	1,788,960	2,273,145	
2016-17	1,241,252	757,164	484,088	1,869,691	2,353,779	
2017-18	1,348,465	822,564	525,901	1,971,795	2,497,696	

City of Eustis  
Demographic and Economic Statistics  
Last Ten Years

Eustis School Information										
Population (5)			Enrollment (4) and Grading (6)							
Year	Eustis	County	%of Cty.	% Increase CPI(3)	Median Age	School Enrollment	Eustis			Eustis High
							Heights Elementary	#	Elementary	
2014/15	19,455	315,690	6.16%	1.6	42.0	4,725	C	C	B	B
2015/16	19,986	325,875	6.13%	0.10	41.8	4,663	C	C	C	C
2016/17	20,768	335,396	6.19%	1.30	40.8	4,645	C	B	C	C
2017/18	20,827	346,017	6.02%	2.10	40.4	4,413	D	B	C	B
2018/19	21,368	357,247	5.98%	2.40	43.2	4,851	C	C	C	C
2019/20	21,594	366,742	5.89%	1.80	46.9	3,199	C	C	C	C
2020/21	21,882	398,312	5.49%	5.40	47.0	3,761	C	C	C	C
2021/22	24,115	398,312	6.05%	8.20	40.8	3,850	C	C	C	C
2022/23	24,332	424,036	5.74%	3.20	40.9	3,889	B	B	C	C
2023/24	24,180	433,331	5.58%	2.40	40.7	3,469	C	C	C	C

(1) Source: Florida Research Economic Database (FREIDA), Florida Office of Econ & Dem Research, US Census Quick Facts  
(2) Source -www.bebr.ufl.edu/economics - google florida Price level Index they are a year behind 2021 will be for FYE 2022  
(3) Source www.usinflationcalculator.com  
(4) Source Lake County School Board, Tavares, Florida (www.lake.k12.fl.us - Dept of Growth Planning- Incl Lake Tech)  
(5) Source US Census Bureau and Office of Economic & Demographic Research  
(6) Source Florida Dept of Education  
(7) Source US Bureau of Labor Statistics (www.bls.gov/lau/data.htm)

**City of Eustis**  
**Demographic and Economic Statistics**  
**Last Ten Years**

Year	Per Capita Income (1)						Median Household Income (1)							
	Florida	Lake	Orange	Seminole	Sumter	Marion	Volusia	Florida	Lake	Orange	Seminole	Sumter	Marion	Volusia
2014/15	29,888	26,454	29,005	32,664	36,296	23,187	27,207	51,306	51,112	54,732	61,589	55,396	43,218	45,511
2015/16	30,492	27,603	29,060	33,748	32,703	23,891	27,781	53,336	54,285	54,690	65,319	58,128	41,957	48,331
2016/17	31,119	28,322	30,300	35,127	33,879	26,341	28,388	54,184	53,509	56,430	66,799	56,378	45,795	48,915
2017-18	31,927	28,374	30,371	35,848	34,047	26,099	29,622	54,852	53,589	59,650	68,693	54,872	45,384	51,274
2018-19	32,887	30,277	31,433	37,370	39,187	27,033	29,623	56,467	53,040	63,461	70,190	60,287	49,576	53,766
2019-20	32,848	29,426	31,409	41,428	35,879	26,990	29,859	57,703	55,792	61,416	70,297	59,618	46,587	52,407
2020-21	33,850	33,638	32,205	40,800	36,780	27,025	29,620	57,890	56,184	61,750	70,350	60,120	47,240	52,890
2021-22	35,216	33,968	33,498	38,429	39,922	28,969	32,231	57,435	58,350	65,784	73,002	63,323	50,808	56,786
2022-23	38,850	35,150	37,330	42,281	44,431	31,086	35,364	67,917	60,013	66,239	79,490	70,105	55,265	63,075
2023-24	40,278	36,280	41,019	44,616	46,897	30,717	36,803	69,303	67,559	72,324	80,550	73,391	54,190	64,857

(1) Source: [Federal Reserve Economic Data | FRED | St. Louis Fed](#)

(2) Source - [www.bebr.ufl.edu/economics](#) - google florida Price level Index they are a year behind 2021 will be for FYE 2022

(3) Source [www.usinflationcalculator.com](#)

(4) Source Lake County School Board, Tavares, Florida

(5) Source US Census Bureau and Office of Economic & Demographic Research

(6) Source Florida Dept of Education (<http://schoolgrades.fldoe.org>)

(7) Source US Bureau of Labor Statistics ([www.bls.gov/lau/data.htm](http://www.bls.gov/lau/data.htm))

## Schedule 12

Page 3 of 3

**City of Eustis**  
**Demographic and Economic Statistics**  
**Last Ten Years**

Year	Cost of Living Index					Unemployment						
	Lake and Surrounding Counties (2)					Lake and Surrounding Counties (1)						
	Lake	Orange	Seminole	Sumter	Marion	Volusia	Lake	Orange	Seminole	Sumter	Marion	Volusia
2014/15	96.33	99.78	98.72	94.19	93.43	94.75	5.1	4.7	4.6	6.8	6.1	5.5
2015/16	96.99	100.46	99.03	94.83	94.41	95.33	4.8	4.3	4.3	6.9	6.0	5.1
2016/17	97.23	100.71	99.28	95.07	93.29	95.57	3.4	3.1	3.0	4.8	4.1	3.7
2017-18	97.38	100.87	99.44	96.03	93.88	95.72	3.4	2.6	2.6	4.3	3.6	3.2
2018-19	97.52	100.85	99.30	96.49	93.59	95.73	2.9	2.7	2.7	4.1	3.5	3.2
2019-20	97.80	101.13	99.58	95.74	93.37	96.00	7.4	9.8	6.0	5.7	5.3	5.9
2020-21	100.30	104.10	102.56	98.62	96.17	98.88	4.3	5.0	3.8	5.5	4.1	4.3
2021-22	100.30	105.30	106.50	101.90	87.10	94.10	3.9	5.5	5.5	4.8	2.8	4.6
2022-23	100.70	106.00	105.70	97.90	87.00	100.70	3.4	3.0	3.0	4.4	3.8	3.4
2023-24	100.70	108.00	105.70	97.90	87.00	94.90	5.40	5.90	4.80	6.00	5.30	5.10
							3.7	3.4	3.3	4.7	4.4	3.9

(1) Source: Florida Research Economic Database (FREIDA), Florida Office of Econ &amp; Dem Research, US Census Quick Facts

(2) Source -[www.bebr.ufl.edu/economics](http://www.bebr.ufl.edu/economics) - google florida Price level Index they are a year behind 2021 will be for FYE 2022(3) Source [www.usinflationcalculator.com](http://www.usinflationcalculator.com)

(4) Source Lake County School Board, Tavares, Florida

(5) Source US Census Bureau and Office of Economic &amp; Demographic Research

(6) Source Florida Dept of Education

(7) Source US Bureau of Labor Statistics ([www.bls.gov/lau/data.htm](http://www.bls.gov/lau/data.htm))

## Schedule 13

**City of Eustis**  
**Full-Time Equivalent City Government Employees by Function/Program**  
**Last Ten Years**  
**(Source Budget for City of Eustis and Human Resources)**

Function/Program	Fiscal Year Ending September 30,									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
City Manager	11	7	7	6	6	6	6	6	5	4
City Clerk	1	1	1	1	1	1	1	1	1	1
Finance, including Info Tech	10	10	10	11	10	9	9	9	9	9
Development Services	4	4	4	6	6	6	6	6	5	4
Purchasing	3	2	2	2	2	2	2	2	2	3
Human Resources	4	3	3	3	3	3	3	3	3	3
Maintenance Garage	2	2	2	2	2	2	2	2	2	2
Building Maintenance	7	5	5	5	5	5	5	5	5	5
Park Maintenance	4	4	3	3	3	3	3	3	3	3
Cemetery	2	2	2	2	2	2	2	2	2	2
<b>Total General Government</b>	<b>48</b>	<b>40</b>	<b>39</b>	<b>41</b>	<b>40</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>37</b>	<b>36</b>
Police Sworn Officers	46	49	42	42	42	41	41	41	41	42
Code Enforcement	4									
Civilians	9	13	13	13	13	13	13	13	13	12
<b>Total Police</b>	<b>59</b>	<b>62</b>	<b>55</b>	<b>55</b>	<b>55</b>	<b>54</b>	<b>54</b>	<b>54</b>	<b>54</b>	<b>54</b>
Fire Fighters Sworn	31	29	29	23	23	22	22	22	22	22
Civilians	3	3	3	3	3	4	4	4	3	2
<b>Total Fire</b>	<b>34</b>	<b>32</b>	<b>32</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>25</b>	<b>24</b>
Building Inspections	4	2	2	4	4	4	4	4	4	3
<b>Total Public Safety</b>	<b>97</b>	<b>96</b>	<b>89</b>	<b>85</b>	<b>85</b>	<b>84</b>	<b>84</b>	<b>84</b>	<b>83</b>	<b>81</b>
Library	12	11	11	11	11	11	11	11	11	11
Parks and Recreation	11	11	14	11	11	11	11	11	11	11
<b>Total Culture &amp; Recreation</b>	<b>23</b>	<b>22</b>	<b>25</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>
Public Services	21	20	16	16	16	16	16	16	16	16
Water Distribution	26	23	24	23	23	22	22	22	22	20
Wastewater	17	17	17	18	18	18	18	18	18	18
<b>Total Water and Sewer</b>	<b>64</b>	<b>60</b>	<b>57</b>	<b>57</b>	<b>57</b>	<b>56</b>	<b>56</b>	<b>56</b>	<b>56</b>	<b>54</b>
Public Works St. Improvm.	19	18	18	18	18	18	18	18	16	15
Stormwater	4	4	4	4	4	4	4	4	4	4
<b>Total Streets and Stormwater</b>	<b>23</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>20</b>	<b>19</b>
<b>Total Government Employees</b>	<b>255</b>	<b>240</b>	<b>232</b>	<b>227</b>	<b>226</b>	<b>223</b>	<b>223</b>	<b>223</b>	<b>218</b>	<b>212</b>

Schedule 14

City of Eustis  
Various Indicators By Function/Program  
Last Ten Years

Function/Program	Last Ten Years										Page 1 of 2	
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015		
General												
Last Charter Amendment					March 10, 1992							
Number of Commissioners						5						
Form of Government					Commission 4 Year Staggered Term of Office - Appointed Manager							
Municipal Boundaries	11.40	11.40	11.40	11.40	11.40	11.40	11.40	11.40	11.40	11.40	11.40	
Number of Vehicles	10	10	10	10	10	10	10	10	10	10	10	
Number of Buildings	2	2	2	2	2	2	2	2	2	2	2	
Per Capita Taxable Value	69,493	55,892	50,733	53,082	53,834	51,207	43,275	39,830	39,500	39,007	39,007	
Per Capita Taxes Levied	527	362	362	402	384	356	328	302	299	296	296	
Police												
Number of Stations	1	1	1	1	1	1	1	1	1	1	1	
Protection Per 1,000	1.90	1.73	1.82	1.87	1.90	1.92	1.97	1.97	2.05	2.16	2.16	
Protection Per Capita	525.65	579.33	548.07	533.71	526.68	521.17	507.98	506.54	487.46	463.21	463.21	
Number of Sworn Officers	46	42	44	41	41	41	41	41	41	42	42	
Number of 911 calls *	0	40,986	41,000	41,545	40,981	40,120	39,980	-	-	-	-	
Number of Arrests	627	649	552	552	548	633	765	758	758	758	758	
* Beginning January 2024, emergency calls are dispatched through Lake County Communications Center. Data is no longer available for the City of Eustis.												
Fire												
Number of Stations	2	2	2	2	2	2	1	1	1	1	1	
Number of Volunteers	-	-	-	-	-	-	-	-	-	-	-	
Protection Per 1,000	1.12	1.11	0.87	0.96	0.97	0.98	1.06	1.06	1.10	1.23	1.23	
Protection Per Capita	896	901	1,148	1,042	1,028	1,018	946.68	944	908	811	811	
Number of Firefighters	27	27	21	21	21	21	22	22	22	24	24	
Number of Calls	4942	4436	4408	3725	3,633	4,284	4,321	4,260	4,059	3,921	3,921	
Building												
Building Permits Issued	1871	2013	1970	2101	1908	1694	2262	1,733	1,766	1,452	1,452	
New Commercial Construction	7	7	7	5	1	11	4	1	11	5	5	
New Residential Construction	144	134	160	250	34	23	28	74	144	84	84	
Valuation of Improvements	87,665,950	84,232,162	150,491,231	91,738,066	58,739,000	32,689,083	35,502,497	35,730,909	81,133,576	42,643,712	42,643,712	
Number of Vehicles	2	3	3	3	3	3	3	3	3	3	3	
Recreation												
Number of Parks	13	13	13	13	13	12	12	12	12	12	12	
Acres Maintained	64	64	64	64	64	64	64	64	64	64	64	
Number of Vehicles	12	9	8	8	8	8	7	7	7	7	7	
Number of Buildings	13	13	13	13	13	13	13	13	13	13	16	
Number of Citizens Served	24,180	23,100	23,100	19,576	13,484	25,440	21,850	22,560	21,330	19,220	19,220	

Schedule 14

City of Eustis  
Various Indicators By Function/Program  
Last Ten Years

Function/Program	Last Ten Years										Page 2 of 2	
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015		
Public Works												
Miles of Streets	101.65	101.65	101.65	101.65	101.65	101.65	101.65	120.00	120.00	120.00	120.00	
Number of Street Lights	1265	1265	1265	1265	1265	1265	1265	1,265	928	928	928	
Number of Traffic Signals	17	17	17	17	17	17	17	17	17	17	17	
Number of School Signals	12	12	12	12	12	12	12	12	12	12	12	
Number of Vehicles	169	169	169	169	169	169	153	153	153	153	153	
Number of Buildings	4	4	4	4	4	4	4	4	4	4	4	
Water												
Number of Units Served	12,527	12,398	12,172	12,146	11,946	11,721	10,741	10,946	10,888	10,872		
Average Daily Flow	3.5 Mil Gal	3.61 Mil Gal	3.43 Mil Gal	3.66 Mil Gal	3.44 Mil Gal	3.19 Mil Gal	2.91 Mil Gal.	3.47 Mil Gal.	3.37 Mil Gal.	3.01 Mil Gal		
Miles of Water Main	341	300	179	183	183	183	182	182	182	182		
Number of Plants	183	183	183	6	6	6	6	6	6	6		
Number of Vehicles	6	6	6	21	21	21	21	21	21	20		
Number of Buildings	24	21	21	9	9	9	9	9	9	9		
Wastewater												
Miles of Sanitary Sewers	121	121	121	121	121	121	120	120	120	120	120	
Number of Vehicles	15	16	15	14	14	14	13	13	13	13	13	
Number of Buildings	11	11	11	11	11	11	12	11	11	11	11	
Number of Plants	2	2	2	2	2	2	2	2	2	2	2	

Schedule 15

City of Eustis  
Sewer Sold by Type of Customer  
And Associated Rates Last Ten Years  
(In Millions of Gallons)

Type of Customer	Fiscal Year Ending September 30,										Page 1 of 2	
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	
<b>Residential</b>												
Inside	509.36	497.91	392.35	382.78	373.44	363.60	351.17	370.73	361.40	309.75	341.64	
Outside	192.17	181.08	85.25	83.17	81.14	77.35	69.34	72.79	74.28	56.83	63.14	
<b>Industrial</b>												
Inside	20.02	19.97	19.48	19.00	18.54	-	-	11.28	-	-	-	
<b>Commercial</b>												
Inside	82.67	80.93	68.63	66.96	65.32	83.06	80.22	71.10	80.50	64.88	67.32	
Outside	7.43	7.58	5.05	4.93	4.81	7.44	6.30	3.06	4.62	0.91	5.16	
<b>Other</b>												
Inside	16.04	15.56	34.33	33.49	32.67	12.94	12.34	25.42	18.66	14.14	24.63	
Outside	0.77	0.97	0.72	0.70	0.68	0.00	0.00	1.83	2.21	1.84	6.35	
Total	828.46	804.01	605.80	591.02	576.61	544.39	519.35	556.21	541.68	448.35	508.24	

Sewer Rates (Per 1,000 Consumed)

Effective Date	6/1/24	6/1/23	6/1/22	6/1/21	6/1/20	6/1/19	6/1/18	6/1/17	6/1/16	6/1/15	6/1/14
<b>Residential Inside</b>											
Availability Charge	29.80	29.07	28.36	27.66	26.99	26.54	26.10	25.66	25.23	23.43	23.43
Min. Inc. 1st 3,000											
Rate per 1,000											
Capped at 10,000 Gal	3.73	3.64	3.55	3.46	3.38	3.32	3.26	3.21	3.16	2.93	2.93
<b>Residential Outside</b>											
Availability Charge	37.25	36.34	35.46	34.59	33.75	33.18	32.63	32.08	31.55	29.29	29.29
Min. Inc. 1st 3,000											
Rate per 1,000											
Capped at 10,000 Gal	4.65	4.54	4.43	4.33	4.22	4.15	4.08	4.01	3.94	3.66	3.66
<b>Commercial Inside</b>											
Availability Charge	41.72	40.70	39.70	38.73	37.79	37.79	36.54	35.93	35.33	32.8	32.8
Min. Inc. 1st 6,000											
Rate per 1,000											
No Cap on Usage	4.48	4.37	4.27	4.16	4.06	3.99	3.92	3.86	3.79	3.52	3.52

Schedule 15

City of Eustis  
Sewer Sold by Type of Customer  
And Associated Rates Last Ten Years  
(In Millions of Gallons)

Effective Date	6/1/24	6/1/23	6/1/22	6/1/21	6/1/20	6/1/19	6/1/18	6/1/17	6/1/16	6/1/15	6/1/14
Sewer Rates (Per 1,000 Consumed)											
Commercial Outside											
Availability Charge	52.14	50.87	49.63	48.42	47.24	46.45	45.67	44.91	44.16	41.00	41.00
Min. Inc. 1st 6,000											
Rate per 1,000											
No Cap on Usage	5.60	5.46	5.33	5.20	5.07	4.98	4.90	4.82	4.74	4.4	4.4
Industrial Inside											
Availability Charge	71.51	69.76	68.06	66.40	64.78	63.70	62.64	61.59	60.56	56.23	56.23
Min. Inc. 1st 20,000											
Rate per 1,000											
No Cap on Usage	4.48	4.37	4.27	4.16	4.06	3.99	3.92	3.86	3.79	3.52	3.52
Over 500,000											
Sewer Rates (Per 1,000 Consumed)											
Industrial Outside											
Availability Charge	89.39	87.21	85.08	83.00	80.98	79.63	78.30	76.99	75.7	70.29	70.29
Min. Inc. 1st 20,000											
Rate per 1,000											
No Cap on Usage	5.60	5.46	5.33	5.20	5.07	4.98	4.90	4.82	4.74	4.4	4.4
Over 500,000											
RV Parks Inside											
Availability Charge	9.93	9.69	9.46	9.23	9.00	8.85	8.70	8.55	8.41	7.81	7.81
Min. Inc. 1st 1,000											
Rate per 1,000											
Over Min.	3.73	3.64	3.55	3.46	3.38	3.32	3.26	3.21	3.16	2.93	2.93
RV Parks Outside											
Availability Charge	12.41	12.11	11.81	11.52	11.24	11.06	10.87	10.69	10.51	9.76	9.76
Min. Inc. 1st 1,000											
Rate per 1,000											
Over Min.	4.64	4.54	4.43	4.33	4.22	4.15	4.08	4.01	3.94	3.66	3.66
Percentage Increase	2.50%	2.50%	2.50%	2.50%	2.50%	1.70%	1.70%	1.70%	7.70%	0.00%	0.00%

Schedule 16

City of Eustis  
Water Sold by Type of Customer  
And Associated Rates Last Ten Years  
(In Millions of Gallons)

Type of Customer	Fiscal Year Ending September 30,							Page 1 of 3
	2024	2023	2022	2021	2020	2019	2018	
Residential								
Inside	512.3	497.91	576.90	562.83	549.11	534.48	503.91	654.78
Outside	193.1	181.08	196.50	191.70	187.03	173.92	157.62	215.50
Industrial								
Inside	0.14	0.18	0.18	0.18	0.17	0.14	2.19	1.58
Commercial								
Inside	83.50	80.93	92.17	89.92	87.73	102.42	96.89	141.50
Outside	7.40	7.58	7.45	7.26	7.09	9.99	9.47	9.34
Other								
Inside	26.59	15.56	42.74	41.69	40.68	12.94	12.34	52.85
Outside	0.40	0.97	1.76	1.72	1.68	0.00	0.00	3.23
Total	823.44	784.22	917.70	895.31	873.48	833.89	782.42	1,078.78
								1,044.70
								808.85
								955.84

Effective Date	Water Rates (Per 1,000 Consumed)									
Residential Inside	6/1/24	6/1/23	6/1/22	6/1/21	6/1/20	6/1/19	6/1/18	6/1/17	6/1/16	6/1/15
	6/1/14	6/1/13	6/1/12	6/1/11	6/1/10	6/1/09	6/1/08	6/1/07	6/1/06	6/1/05
Availability Charge	12.66	12.35	12.05	11.76	11.47	11.28	11.09	10.91	10.73	9.96
Min. Inc. 1st 3,000										
4,000 to 20,000										
0 to 8,000	2.64	2.58	2.52	2.46	2.40	2.36	2.32	2.28	2.24	2.08
8,001 to 20,000	3.30	3.22	3.14	3.06	2.99	2.93	2.89	2.84	2.79	2.59
20,001 to 30,000	4.64	4.53	4.42	4.32	4.21	4.13	4.07	4.00	3.93	3.65
20,001, to 50,000										
Over 30,000	10.56	10.31	10.05	9.81	9.57	9.40	9.25	9.09	8.94	8.30
Over 50,000										
<b>Irrigation</b>										
0 to 12,000	3.29	3.21	3.13	3.05	2.98	2.93	2.89	2.84	2.79	2.59
0 to 30,000										
12,001 to 20,000	4.64	4.53	4.42	4.32	4.21	4.13	4.07	4.00	3.93	3.65
Over 20,000	10.56	10.30	10.04	9.80	9.56	9.40	9.25	9.09	8.94	8.30
30,001 to 100,000										
Over 100,000										

## Schedule 16

**City of Eustis**  
**Water Sold by Type of Customer**  
**And Associated Rates Last Ten Years**  
**(In Millions of Gallons)**

Page 2 of 3

Effective Date	Water Rates (Per 1,000 Consumed)									
	6/1/24	6/1/23	6/1/22	6/1/21	6/1/20	6/1/19	6/1/18	6/1/17	6/1/16	6/1/15
<b>Residential Outside</b>										
Availability Charge										
Min. Inc. 1st 3,000	15.83	15.45	15.08	14.71	14.35	14.10	13.87	13.64	13.41	12.45
4,000 to 20,000										
0 to 8,000	3.31	3.23	3.15	3.08	3.00	2.95	2.90	2.85	2.80	2.60
8,001 to 20,000	4.12	4.02	3.92	3.82	3.73	3.67	3.61	3.55	3.49	3.24
20,001 to 30,000	5.80	5.66	5.52	5.38	5.25	5.17	5.08	4.99	4.91	4.56
20,001, to 50,000										
Over 30,000	13.20	12.88	12.57	12.26	11.96	11.76	11.56	11.37	11.18	10.38
Over 50,000										
<b>Irrigation</b>										
0 to 12,000	4.12	4.02	3.92	3.82	3.73	3.67	3.61	3.55	3.49	3.24
0 to 30,000										
12,001 to 20,000	5.80	5.65	5.52	5.38	5.25	5.17	5.08	4.99	4.91	4.56
Over 20,000	13.20	12.88	12.57	12.26	11.96	11.76	11.56	11.37	11.18	10.38
30,001 to 100,000										
Over 100,000										
<b>Commercial Inside</b>										
Availability Charge										
Min. Inc. 1st 6,000	25.35	24.72	24.12	23.53	22.96	22.58	22.20	21.83	21.46	19.93
7,000 to 30,000										
0 to 30,000	2.65	2.58	2.52	2.46	2.4	2.36	2.32	2.28	2.24	2.08
Over 30,000	3.29	3.21	3.13	3.05	2.98	2.93	2.89	2.84	2.79	2.59
31,000 to 100,000										
Over 100,000										
<b>Irrigation</b>										
0 to 50,000	-	-	-	-	-	-	-	-	-	2.59
50,001 to 100,000										3.65
0 to 100,000	3.30	3.22	3.14	3.06	2.99	2.93	2.89	2.84	2.79	4.68
Over 100,000	5.95	5.80	5.66	5.52	5.39	5.30	5.21	5.13	5.04	
<b>Commercial Outside</b>										
Availability Charge										
Min. Inc. 1st 6,000	31.69	30.91	30.15	29.42	28.70	28.22	27.75	27.28	26.83	24.91
7,000 to 30,000										
Over 30,000	3.31	3.23	3.15	3.08	3.00	2.95	2.90	2.85	2.80	2.60
31,000 to 100,000	4.12	4.02	3.92	3.82	3.73	3.67	3.61	3.55	3.49	3.24
Over 100,000										

## Schedule 16

**City of Eustis**  
**Water Sold by Type of Customer**  
**And Associated Rates Last Ten Years**  
**(In Millions of Gallons)**

Page 3 of 3

Effective Date	Water Rates (Per 1,000 Consumed)									
	6/1/24	6/1/23	6/1/22	6/1/21	6/1/20	6/1/19	6/1/18	6/1/17	6/1/16	6/1/15
<b>Irrigation</b>										
0 to 50,000	-	-	-	-	-	-	-	-	-	3.24
50,001 to 100,000	-	-	-	-	-	-	-	-	-	4.56
0 to 100,000	4.12	4.02	3.92	3.82	3.73	3.67	3.61	3.55	3.49	3.24
Over 100,000	7.44	7.26	7.08	6.91	6.74	6.63	6.52	6.41	6.30	5.85
<b>Industrial Inside</b>										
Availability Charge	55.75	54.39	53.07	51.77	50.51	49.66	48.83	48.02	47.22	43.84
Min. Inc. 1st 20,000										
21,000 to 350,000										
0 to 350,000	2.65	2.58	2.52	2.46	2.4	2.36	2.32	2.28	2.24	2.08
Over 350,000	3.29	3.21	3.13	3.05	2.98	2.93	2.89	2.84	2.79	2.59
351,000 to 500,000										
Over 500,000										
<b>Industrial Outside</b>										
Availability Charge	69.69	67.99	66.34	64.72	63.14	62.08	61.04	60.02	59.02	54.80
Min. Inc. 1st 20,000										
21,000 to 350,000										
0 to 350,000	3.32	3.24	3.15	3.08	3.00	2.95	2.90	2.85	2.80	2.60
Over 350,000	4.12	4.02	3.92	3.82	3.73	3.67	3.61	3.55	3.49	3.24
<b>RV Parks Inside</b>										
Availability Charge	4.22	4.12	4.02	3.93	3.83	3.76	3.70	3.64	3.58	3.32
Min. Inc. 1st 1,000										
Per 1,000 Gallons	2.65	2.58	2.52	2.46	2.4	2.36	2.32	2.28	2.24	2.08
<b>RV Parks Outside</b>										
Availability	5.27	5.15	5.02	4.90	4.78	4.70	4.62	4.55	4.47	4.15
Per 1,000 Gallons	3.31	3.23	3.15	3.08	3.00	2.95	2.90	2.85	2.80	2.60
<b>Percentage Increase</b>	<b>2.50%</b>	<b>2.50%</b>	<b>2.50%</b>	<b>2.50%</b>	<b>2.50%</b>	<b>1.70%</b>	<b>1.70%</b>	<b>1.70%</b>	<b>7.70%</b>	<b>0.00%</b>
										<b>3.95%</b>

Schedule 17

Golden Triangle Ad Valorem Tax Profile Last Ten Years Ending September 30,

Municipal Assessed and Taxable Values					Municipal Government Levies			Estimates of Unrealized Tax Revenues			
Year	Population Estimate	Assessed Value	Per Capita Assess. Value	Taxable Value	Per Capital Taxable Value	Operating Millage	Total Taxes Levied	Per Capita Tax Levied	Total Taxes @ 10 Mills	Total Unr. Tax Revenues	Per Capita Unr. Tax Rev.
Eustis											
2024	24,180	2,115,657,260	87,496	1,680,329,807	69,493	7.5810	12,738,582	527	16,803,298	4,064,716	168
2023	24,332	1,928,385,900	79,253	1,505,354,506	61,867	7.5810	10,216,612	420	15,053,545	4,836,933	199
2022	24,115	1,753,505,022	72,714	1,347,838,047	55,892	7.5810	8,723,216	362	13,478,380	4,755,164	197
2021	24,115	1,613,511,427	66,909	1,223,418,658	50,733	7.5810	8,723,216	362	12,234,187	3,510,971	146
2020	21,599	1,531,640,501	70,913	1,146,517,394	53,082	7.5810	8,691,748	402	11,465,174	2,773,426	128
2019	21,303	1,443,833,759	67,776	1,079,601,155	50,678	7.5810	8,184,456	384	10,796,012	2,611,556	123
2018	21,083	1,345,184,940	63,804	1,079,601,155	51,207	7.5810	7,516,042	356	10,796,012	3,279,970	156
2017	20,827	1,233,559,079	59,229	901,284,294	43,275	7.5810	6,832,636	328	9,012,843	2,180,207	105
2016	20,768	1,143,712,632	55,071	827,179,133	39,830	7.5810	6,270,845	302	8,271,791	2,000,946	96
2015	19,986	1,104,344,556	55,256	789,442,770	39,500	7.5810	5,984,766	299	7,894,428	1,909,662	96
2014	19,455	1,064,435,060	54,713	759,474,327	39,037	7.5810	5,757,575	296	7,594,743	1,837,168	94
2013	19,214	1,032,711,614	53,748	731,877,188	38,091	7.5810	5,548,361	289	7,318,772	1,770,411	92
2012	18,573	1,042,894,874	56,152	726,027,791	39,091	6.7158	4,875,857	263	7,260,278	2,384,421	129
Tavares											
2024	21,530	2,473,872,162	114,903	1,729,095,305	80,311	6.7756	11,715,659	544	17,290,953	5,575,294	259
2023	21,049	2,235,970,611	106,227	1,497,849,034	71,160	6.6950	8,761,192	416	14,978,490	6,217,298	295
2022	19,604	2,004,742,230	102,262	1,307,640,660	66,703	6.9970	7,682,309	392	13,076,407	5,394,098	275
2021	19,604	1,814,025,786	92,533	1,136,789,454	57,988	6.9970	7,682,309	392	11,367,895	3,685,586	188
2020	17,397	1,718,183,354	98,763	1,049,496,704	60,326	6.9970	7,241,527	416	10,494,967	3,253,440	187
2019	17,749	1,559,002,823	87,836	977,427,706	55,069	6.9500	6,793,123	383	9,774,277	2,981,154	168
2018	17,472	1,443,879,862	82,640	888,176,068	50,834	7.1119	6,316,619	362	8,881,761	2,565,141	147
2017	16,865	1,334,152,546	79,108	805,835,637	47,782	7.0000	5,640,849	334	8,058,356	2,417,507	143
2016	15,922	1,248,326,072	78,403	732,019,797	45,975	7.1000	5,197,341	326	7,320,198	2,122,857	133
2015	15,430	1,183,767,406	76,719	674,603,678	43,720	6.6166	4,463,583	289	6,746,037	2,282,454	148
2014	14,930	1,133,286,067	75,907	635,693,342	42,578	6.7283	4,277,136	286	6,356,933	2,079,798	139
2013	14,411	1,062,464,247	73,726	602,559,312	41,812	6.4531	3,888,375	270	6,025,593	2,137,218	148
2012	14,056	1,055,879,616	75,119	592,010,315	42,118	6.4462	4,309,780	307	5,920,103	1,610,323	115
Mount Dora											
2024	18,277	2,402,648,109	131,457	1,977,027,110	108,170	6.3000	12,455,273	681	19,770,271	7,314,998	400
2023	17,537	2,169,599,258	123,716	1,800,605,127	102,675	6.1000	9,235,658	527	18,006,051	8,770,393	500
2022	16,688	1,892,475,767	113,403	1,549,607,068	92,858	5.9603	8,271,016	496	15,496,071	7,225,055	433
2021	16,688	1,814,025,786	108,702	1,387,806,063	83,162	5.9603	8,271,016	496	13,878,061	5,607,045	336
2020	15,200	1,626,917,530	107,034	1,302,530,025	85,693	5.9603	8,271,016	544	13,025,300	4,754,284	313
2019	14,516	1,499,964,303	103,332	1,199,875,039	82,659	6.2000	7,439,225	512	11,998,750	4,559,525	314
2018	14,216	1,373,645,036	96,627	1,087,446,847	76,495	6.3000	6,850,915	482	10,874,468	4,023,553	283
2017	13,916	1,271,644,334	91,380	1,007,521,506	72,400	6.3000	6,347,385	456	10,075,215	3,727,830	268
2016	13,818	1,196,064,987	86,558	940,285,927	68,048	5.9970	5,638,895	408	9,402,859	3,763,965	272
2015	13,519	1,155,838,167	85,497	906,012,014	67,018	5.9970	5,433,354	402	9,060,120	3,626,766	268
2014	13,182	1,111,101,442	84,289	872,835,967	66,214	5.9970	5,234,397	397	8,728,360	3,493,962	265
2013	12,895	1,079,326,453	83,701	846,434,428	65,641	5.6667	4,796,490	372	8,464,344	3,667,854	284

Source: Lake County Property Appraiser, FL Department of Revenue, and www.census.gov

Schedule 18

City of Eustis

Comparison of Taxes Levied

Lake County Cities

Last Ten Years Ending September 30,

Page 1 of 2

City	Ten Year Ranking	Ten Year Average	Current Year Ranking	Current Year									
	Ranking	Average		2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Astatula	3	7.4500	4	7.0000	7.5000	7.5000	7.5000	7.5000	7.5000	7.5000	7.5000	7.5000	7.5000
Clermont	10	4.2735	9	4.8800	4.2061	4.2061	4.2061	4.2061	4.2061	4.2061	4.2061	4.2061	4.2061
Eustis	2	7.5810	1	7.5810	7.5810	7.5810	7.5810	7.5810	7.5810	7.5810	7.5810	7.5810	7.5810
Fruitland Park	12	4.0104	11	3.9134	3.9134	3.9134	3.9134	3.9134	3.9134	3.9134	3.9863	3.9863	4.7371
Groveland	9	5.3490	8	5.5000	5.2000	5.2000	5.2000	5.2000	5.2000	5.2000	5.2000	5.6000	5.9900
Howey-in-the-Hills	1	8.3761	2	7.5000	7.5000	7.5000	7.5000	7.5000	8.9180	9.2750	9.2750	9.2750	9.5177
Lady Lake	13	3.4372	12	3.6510	3.3962	3.3962	3.3962	3.3962	3.3962	3.3962	3.3962	3.3962	3.5510
Leesburg	11	4.0980	13	3.4752	4.0192	4.0192	4.0192	4.086	4.2678	4.2678	4.2678	4.2678	4.2678
Mascotte	6	6.8008	10	4.7549	5.7500	5.7500	5.7500	5.7500	7.5500	7.6291	7.9316	8.3289	8.8138
Minneola	8	6.0405	7	5.6000	5.9000	5.9000	5.9000	6.1000	6.1800	6.1900	6.2795	6.1483	6.2069
Montverde	14	2.8300	14	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300
Mount Dora	7	6.1175	6	6.3000	5.9603	5.9603	6.2000	5.9603	6.2000	6.3000	6.3000	5.9970	5.9970
Tavares	5	7.0370	5	6.7756	6.7579	6.7579	6.9970	7.1623	6.9500	7.4171	7.4680	7.4680	6.6166
Umatilla	4	7.1278	3	7.1089	7.1089	7.1089	7.1089	7.1089	7.1089	7.1089	7.1089	7.1089	7.2980

Schedule 18

City of Eustis  
Comparison of Taxes Levied  
Lake County Cities  
Last Ten Years Ending September 30,

Page 2 of 2

City	Ten Year Rank	Ten Year Average	Current Year Rank	Total Taxes Levied Data									
				2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Astatula	14	71,770,326	14	141,264,216	99,524,977	80,543,198	71,333,453	65,619,048	58,096,765	54,408,037	51,415,067	48,876,443	46,622,054
Clermont	1	3,495,647,932	1	5,693,181,798	4,892,871,936	4,218,819,610	3,718,492,642	3,434,017,402	3,122,263,059	2,855,806,761	2,565,632,099	2,318,051,719	2,137,342,296
Eustis	6	1,148,629,595	8	1,680,329,807	1,505,354,506	1,347,838,047	1,223,418,659	1,146,517,394	1,079,601,155	991,431,421	900,090,260	821,891,967	789,822,738
Fruitland Park	9	713,381,301	9	1,104,462,047	1,022,856,114	945,608,358	857,729,335	811,890,811	747,762,402	680,151,475	491,629,188	299,998,272	171,725,009
Groveland	5	1,199,829,243	3	2,347,858,764	1,964,219,947	1,680,270,335	1,275,569,461	1,121,364,423	960,984,501	821,309,273	704,257,059	597,605,092	524,853,574
Howey-in-the-Hills	12	123,623,874	12	224,657,675	190,283,845	152,410,522	128,386,399	116,523,084	103,154,190	91,926,835	79,042,587	76,445,701	73,407,900
Lady Lake	4	1,280,245,696	5	1,816,379,607	1,633,810,942	1,485,983,396	1,351,315,024	1,300,033,325	1,196,136,595	1,108,198,926	1,038,164,339	963,663,690	908,771,115
Leesburg	2	1,768,920,535	2	3,504,654,852	2,528,042,626	2,032,087,341	1,707,674,882	1,591,541,670	1,436,659,846	1,330,205,203	1,246,362,118	1,174,311,921	1,137,664,888
Mascotte	10	231,886,241	10	494,084,539	392,213,004	324,735,278	244,524,132	212,602,670	169,760,982	140,286,371	122,304,300	111,968,529	106,382,600
Minneola	8	833,942,006	6	1,765,510,444	1,343,317,331	1,116,983,250	855,836,923	740,265,378	644,484,077	589,116,225	485,781,705	417,830,424	380,294,307
Montverde	13	121,039,697	13	211,966,718	164,704,546	145,194,773	119,344,527	111,732,498	104,603,669	98,368,273	90,333,971	84,041,068	80,106,931
Mount Dora	3	1,315,814,909	4	1,977,027,110	1,800,605,127	1,549,607,068	1,387,806,063	1,302,530,025	1,199,875,039	1,087,446,847	1,006,953,873	940,285,927	906,012,014
Tavares	7	1,080,115,766	7	1,729,095,305	1,497,849,034	1,307,640,660	1,136,789,454	1,049,496,704	977,427,706	888,176,068	808,059,254	732,019,797	674,603,678
Umatilla	11	168,647,030	11	239,900,886	239,900,886	207,372,572	180,454,097	160,328,570	148,337,466	138,749,722	128,475,312	123,364,926	119,585,864

City	Ten Year Rank	Ten Year Average	Current Year Rank	Total Taxes Levied Data									
				2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Astatula	13	499,993	13	988,850	604,074	533,501	492,143	435,726	435,726	408,060	385,613	366,573	349,665
Clermont	1	14,702,218	1	27,782,727	21,347,227	15,640,352	14,443,821	13,132,551	13,132,551	12,011,809	10,791,305	9,749,957	8,989,875
Eustis	2	8,384,798	3	12,738,582	10,216,612	9,274,095	8,691,748	8,184,456	8,184,456	7,516,042	6,823,584	6,230,763	5,987,646
Fruitland Park	9	2,703,686	9	4,322,202	3,697,329	3,356,638	3,177,253	2,926,293	2,926,293	2,661,705	1,959,781	1,195,883	813,479
Groveland	6	5,852,990	2	12,913,241	8,737,406	6,632,961	5,831,095	4,994,677	4,997,119	4,270,808	3,662,137	3,346,589	3,143,873
Howey-in-the-Hills	12	949,774	12	1,684,935	1,143,079	962,898	873,523	919,929	919,929	852,621	733,120	709,034	698,674
Lady Lake	8	4,260,241	8	6,631,603	5,052,344	4,589,336	4,415,173	4,062,319	4,062,319	3,763,665	3,525,814	3,272,795	3,227,046
Leesburg	5	6,687,497	5	12,179,376	8,168,991	6,863,225	6,539,008	6,129,666	6,131,377	5,677,050	5,319,224	5,011,728	4,855,326
Mascotte	10	1,336,929	10	2,349,323	1,623,676	1,406,014	1,516,346	1,281,695	1,281,695	1,070,259	970,069	932,575	937,635
Minneola	7	4,552,273	7	9,886,859	6,478,503	5,049,438	4,515,619	3,982,912	3,982,912	3,646,629	3,050,466	2,568,947	2,360,449
Montverde	14	325,534	14	599,866	410,901	337,745	316,203	296,028	296,028	278,382	255,645	237,836	226,703
Mount Dora	3	7,687,084	4	12,455,273	9,235,658	8,271,016	7,763,470	7,439,225	7,439,225	6,850,915	6,343,809	5,638,895	5,433,354
Tavares	4	7,153,766	6	11,715,659	8,761,192	7,682,309	7,241,527	6,791,267	6,793,123	6,587,691	6,034,587	5,466,724	4,463,583
Umatilla	11	1,165,646	11	2,001,018	1,474,419	1,282,830	1,139,760	1,054,516	1,054,516	986,358	913,318	876,989	872,738

Source: www.dor.state.fl.us and Lake County Property Appraiser

**Schedule 19**

**City of Eustis**  
**Principal Employers**  
**Current Year and Ten Years Ago**

	2024				2015			
	Employer	No. Employees	Rank	Percentage of Total County Employment	No. Employees	Rank	Percentage of Total County Employment	
	Publix	448	1	0.26%	286	1	0.21%	
	McCrorys Sunny Hill Nursery	390	2	0.23%				
	Green Sentry Holdings	262	3	0.15%				
	City of Eustis	261	4	0.15%	223	2	0.17%	
	Eustis High School	140	5	0.08%	122	6	0.09%	
	Ruleme Center	136	6	0.08%	193	3	0.14%	
	Bedrock Rehabilitation & Nursing Ctr (Lake Eustis Care Ctr)	118	7	0.07%	136	5	0.10%	
	Florida Food Products	117	8	0.07%				
	Bayview Center	112	9	0.07%	163	4	0.12%	
	Eustis Heights Elementary	106	10	0.06%	97	10	0.07%	
	Eustis Middle School				101	9	0.08%	
	Winn Dixie				120	7	0.09%	
	Lake Community Action				103	8	0.08%	
	Total	2,090		1.22%	1,280		0.96%	
	Total County Employed Population 2024 / 2015	171,556			133,475			

**Source for County Employment:**
<https://floridajobs.org/workforce-statistics/workforce-statistics-data-releases/monthly-data-releases>

**Annual Comprehensive Financial Report  
City of Eustis, Florida**





# PURVIS GRAY

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## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Eustis, Florida (the City) as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 28, 2025.

### Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

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Eustis, Florida

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Purvis Gray*

March 28, 2025  
Ocala, Florida

# PURVIS GRAY

## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

### Report on Compliance for Each Major Federal Program

#### ***Opinion on Each Major Federal Program***

We have audited the City of Eustis, Florida's (the City) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement*, that could have a direct and material effect on each of the City's major federal programs for the year ended September 30, 2024. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2024.

#### ***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

#### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.

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Eustis, Florida

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR  
PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material non-compliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material non-compliance when it exists. The risk of not detecting material non-compliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Non-compliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material non-compliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

**Report on Internal Control Over Compliance**

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, non-compliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material non-compliance with a type of compliance requirement of a federal program will

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

**INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE FOR EACH MAJOR  
PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor’s Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses or significant deficiencies in internal control over compliance may exist that have not been identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Purvis Gray*

March 28, 2025  
Ocala, Florida

# PURVIS GRAY

## MANAGEMENT LETTER

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

### Report on the Financial Statements

We have audited the financial statements of the City of Eustis, Florida (the City) as of and for the fiscal year ended September 30, 2024, and have issued our report thereon dated March 28, 2025.

### Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and Chapter 10.550, *Rules of the Auditor General*.

### Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance; Schedule of Findings and Questioned Costs; and Independent Accountant's Report on an examination conducted in accordance with the American Institute of Certified Public Accountants *Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, *Rules of the Auditor General*. Disclosures in those reports and schedule, which are dated March 28, 2025, should be considered in conjunction with this management letter.

### Prior Audit Findings

Section 10.554(1)(i)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding financial audit report.

### Official Title and Legal Authority

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information is disclosed in Note 1 to the financial statements.

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City of Eustis  
Eustis, Florida

## MANAGEMENT LETTER

### Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), *Rules of the Auditor General*, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the City has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the City did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), *Rules of the Auditor General*, we applied financial condition assessment procedures for the City. It is management's responsibility to monitor the City's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same.

Section 10.554(1)(i)2., *Rules of the Auditor General*, requires that we communicate any recommendations to improve financial management. In connection with our audit, we have included recommendation 2024-1 and 2024-2.

### Property Assessed Clean Energy (PACE) Programs

As required by Section 10.554(1)(i)6.a., *Rules of the Auditor General*, the City confirms that a PACE program, authorized pursuant to Section 163.081 or Section 163.082, Florida Statutes, operated within the City's geographical boundaries during the fiscal year under audit.

As required by Sections 10.554(1)(i)6.b. and 10.554(1)(i)6.c., *Rules of the Auditor General*, the following are the program administrators and their contact information:

Program Administrator	Address	Phone Number	Third-Party Administrators
<b>Florida Green Finance Authority</b>	2501A Burns Rd. Palm Beach Gardens, Florida 33410	561-630-4922 x240	<b>Petros Pace</b> 300 Colorado St., Suite 2000 Austin, Texas 78701 512-599-9037  <b>Renew Financial</b> 555 12th St., Suite 1650 Oakland, California 94607 844-736-3934
<b>Green Corridor Pace District</b>	5385 North Nob Hill Rd. Sunrise, Florida 33351	954-721-8681	<b>Ygrene Energy Fund</b> 6303 Blue Lagoon Drive, Suite 400 Miami, Florida 33126 866-634-1358

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

### MANAGEMENT LETTER

Program Administrator	Address	Phone Number	Third-Party Administrators
<b>Florida Pace Funding Agency</b>	6650 Professional Pkwy, Suite 102 Sarasota, Florida 34240	850-400-PACE	<b>FortiFi</b> 12770 High Bluff Dr., Suite 26, San Diego, California 92130 1-858-345-2000  <b>Home Run Financing</b> 750 University Ave., Suite 140 Los Gatos, California 95032 844-873-7223  <b>Bayview PACE</b> 4425 Ponce de Leon Coral Gables, Florida 33146 844-518-2343
<b>Florida Resiliency and Energy District</b>	156 Tuskawilla Rd., Suite 2340 Winter Springs, Florida 32708	407-712-6352	<b>Florida Development Finance Corp.</b> 156 Tuskawilla Rd., Suite 2340 Winter Springs, Florida 32708 407-712-6352

#### Special District Component Units

Section 10.554(1)(i)5.c., *Rules of the Auditor General*, requires, if appropriate, that we communicate the failure of a special district that is a component unit of a county, municipality, or special district, to provide the financial information necessary for proper reporting of the component unit within the audited financial statements of the county, municipality, or special district in accordance with Section 218.39(3)(b), Florida Statutes. In connection with our audit, we did not note any special district component units that failed to provide the necessary information for proper reporting in accordance with Section 218.39(3)(b), Florida Statutes.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, *Rules of the Auditor General*, the Eustis Downtown and East Town Redevelopment Agency reported this information in the CRA's separately issued financial statements.

#### Additional Matters

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires us to communicate non-compliance with provisions of contracts or grant agreements, fraud, waste or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

#### Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, State granting agencies, the Honorable Mayor, City Commissioners, and applicable management, and is not intended to be, and should not be, used by anyone other than these specified parties.

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

### MANAGEMENT LETTER

We wish to take this opportunity to thank you and your staff for the cooperation and courtesies extended to us during the course of our audit. Please let us know if you have any questions or comments concerning this letter, our accompanying reports, or other matters.

*Purvis Gray*

March 28, 2025  
Ocala, Florida

# PURVIS GRAY

## MANAGEMENT LETTER COMMENTS

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

During the course of our audit, the following items came to our attention. These items involve primarily operational matters, which if improved, will result in more efficient and effective operations.

### Current Year Comment

#### **2024-1 Capital Assets**

During the course of our audit, we encountered significant delays in completing our audit procedures related to the City of Eustis, Florida's (the City) capital assets. These delays were primarily due to the City's difficulties in effectively tracking and reconciling its capital assets. The following issues were identified:

- **Inaccurate or Outdated Asset Register:** The City's asset register was not consistently updated to reflect recent acquisitions, disposals, or transfers of assets. This resulted in discrepancies between the physical assets and the records maintained in the register.
- **Incomplete Asset Records:** Several newly acquired capital assets were not recorded in a timely manner, leading to potential misstatements of asset values on the City's balance sheet. Additionally, some assets did not have proper supporting documentation for inclusion in the asset register.
- **Untimely Reconciliations:** Reconciliations of capital asset accounts with the general ledger were not completed within the required timeframe, delaying our ability to verify the accuracy of the financial reporting related to capital assets.
- **Untimely Calculations:** Calculation of Subscription-Based Internet Technology Arrangements were not calculated on a timely basis, which required several journal entries subsequent to completion of audit field work to ensure accuracy in financial reporting.

We recommend the City implement a system to improve reporting of asset purchases and disposals from the departments and the Finance Department to perform quarterly reconciliations of asset records. Implementing more frequent reconciliation of capital asset records will improve the accuracy of capital asset records and improve the efficiency of reporting at year-end.

#### **2024-2 Pensions Plan Data**

The scope of our audit includes the Police and Fire pension plans (the Plans), as they are an integral part of the financial reporting for the City. The Plans currently utilize outsourced accounting firms to maintain financial records and pension-related employee data, information which is required for the completion of our audit procedures. Furthermore, this information is required to be submitted to the Plans' actuaries for completion of the actuarial valuations which is required for disclosures to the financial statements.

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### MANAGEMENT LETTER COMMENTS

As part of our audit, we noted that the City had not received this information until five months after year-end, which caused delays in providing required documents to both the actuaries and auditors. We recommend the City work with the pension boards to determine a deadline from the outsourced accounting firms for submission of accounting records and pension-related employee data to the actuaries and auditors, so required information can be distributed timely.

*Purvis Gray*

March 28, 2025  
Ocala, Florida





## City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

March 28, 2025

City Commissioners  
City of Eustis  
Eustis, Florida 32727

### **Response to Management Letter Comments**

The letter provides written response to the auditor's Management Letter Comments, as required by Section 10.554(1) 5.b., 10.556(8) and Section 10.554(1)(i)2, of the Rules of the Auditor General of the State of Florida, relating to the last audit of the City of Eustis, Florida, for the year ended September 30, 2024. There are no prior year comments that were carried forward.

### **Current Year Comments**

#### **2024-1 Capital Assets**

During the course of our audit, we encountered significant delays in completing our audit procedures related to the City of Eustis, Florida's (the City) capital assets. These delays were primarily due to the City's difficulties in effectively tracking and reconciling its capital assets. The following issues were identified:

- **Inaccurate or Outdated Asset Register:** The City's asset register was not consistently updated to reflect recent acquisitions, disposals, or transfers of assets. This resulted in discrepancies between the physical assets and the records maintained in the register.
- **Incomplete Asset Records:** Several newly acquired capital assets were not recorded in a timely manner, leading to potential misstatements of asset values on the City's balance sheet. Additionally, some assets did not have proper supporting documentation for inclusion in the asset register.
- **Untimely Reconciliations:** Reconciliations of capital asset accounts with the general ledger were not completed within the required timeframe, delaying our ability to verify the accuracy of the financial reporting related to capital assets.
- **Untimely Calculations:** Calculation of Subscription-Based Internet Technology Arrangements were not calculated on a timely basis, which required several journal entries subsequent to completion of audit field work to ensure accuracy in financial reporting.

We recommend the City implement a system to improve reporting of asset purchases and disposals from the departments and the Finance Department to perform quarterly reconciliations of asset records. Implementing more frequent reconciliation of capital asset records will improve the accuracy of capital asset records and improve the efficiency of reporting at year-end.

Response to Management Letter Comments  
Page 2 of 2

**City's Response:**

The City currently has a capital asset policy in place. However, it is not currently being followed in terms of necessary information being forwarded to the Finance Department. The City intends to do a comprehensive update of the current policy to include a higher level of accountability at the department level.

Calculation of Subscription-Based Internet Technology Arrangements (SBITA) is a relatively new GASB standard (implemented FY 2022/23). As such, the current capital asset policy does not address this type of asset. A procedure for SBITA assets will be included in the updated policy.

**2024-2 Pensions Plan Data**

The scope of our audit includes the Police and Fire pension plans (the Plans), as they are an integral part of the financial reporting for the City. The Plans currently utilize outsourced accounting firms to maintain financial records and pension-related employee data, information which is required for the completion of our audit procedures. Furthermore, this information is required to be submitted to the Plans' actuaries for completion of the actuarial valuations which is required for disclosures to the financial statements.

As part of our audit, we noted that the City had not received this information until five months after year-end, which caused delays in providing required documents to both the actuaries and auditors. We recommend the City work with the pension boards to determine a deadline from the outsourced accounting firms for submission of accounting records and pension-related employee data to the actuaries and auditors, so required information can be distributed timely.

**City's Response:**


For FY 2023/24, City staff requested assistance from the Police Pension Board in order to receive certain reports timely. Even with the Board's assistance, the City was unable to obtain the reports in a timely manner. The Police Pension Board voted to source a different vendor who better understands the importance of the timeliness of these reports.

Going forward, City staff will communicate with both Pension Boards at year end for assistance in receiving all reports timely.

Respectfully submitted,



Tom Carrino, City Manager



Lori Carr, Finance Director

CC: Purvis Gray & Company, City Auditors  
Auditor General, State of Florida

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2024 EUSTIS, FLORIDA**

<b>Federal Grantor / Pass-Through Grantor / Program Title / Project Title</b>	<b>Assistance Listing Number</b>	<b>Pass-Through Grantor Number</b>	<b>Federal Expenditures Only</b>
<b><u>U.S. Department of Justice:</u></b>			
<i>Passed Through State of Florida Department of Law Enforcement:</i>			
Edward Byrne Memorial Justice Grant Program	16.738	R7078	\$ 7,150
Edward Byrne Memorial Justice Grant Program	16.738	8C090	3,947
Edward Byrne Memorial Justice Grant Program	16.738	R7025	4,050
Total Edward Byrne Memorial Justice Assistance Grant Program			<u>15,147</u>
<b>Total U.S. Department of Justice</b>			<u>15,147</u>
<b><u>U.S. Department of Treasury</u></b>			
<i>Passed Through Florida Department of Emergency Management:</i>			
COVID-19 - Coronavirus State and Local Fiscal Recovery Funds	21.027	Y5080	<u>5,250,340</u>
<b>Total U.S. Department of Treasury</b>			<u>5,250,340</u>
<b><u>U.S. Department of Commerce</u></b>			
Economic Adjustment Assistance (1)	11.307	04-69-07849	<u>17,607</u>
<b>Total U.S. Department of Commerce</b>			<u>17,607</u>
<b><u>National Highway Traffic Safety Administration</u></b>			
<i>Passed through Florida Department of Transportation</i>			
State and Community Highway Safety	20.600	G2S10	<u>5,431</u>
<b>Total National Highway Traffic Safety Administration</b>			<u>5,431</u>
			<u><b>\$ 5,288,525</b></u>

(1) Grant expenditures of \$6,995 were incurred in FY 2022/23 but not reported on FY 2022/23 SEFA

**Note to the Schedule of Expenditures of Federal Awards**

**Basis of Presentation**

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the City of Eustis and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Uniform Guidance. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in, the preparation of the financial statements.

**Indirect Cost Rate**

The City has elected not to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FEDERAL AWARD PROGRAMS  
FOR THE YEAR ENDED SEPTEMBER 30, 2024  
CITY OF EUSTIS, FLORIDA**

**SUMMARY OF AUDITOR'S RESULTS**

**Financial Statements**

Type of Auditor's Report Issued:	Unmodified
Internal Control Over Financial Reporting:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None reported
Non-compliance material to financial statements noted?	No

**Federal Awards**

Internal Control Over Major Programs:	
Material weakness(es) identified?	No
Significant deficiency(ies) identified?	None reported
Type of Auditor's Report Issued on Compliance for Major Programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with CFR 200.516(A)?	No
Identification of Major Programs:	

**Federal Program**

U.S. Department of Treasury:	Assistance Listing
COVID-19 Coronavirus State and Local Fiscal Recovery Funds	No. 21.027
Dollar Threshold Used to Distinguish Between Type A and Type B Programs – Federal Programs	\$750,000
Auditee qualified as low-risk auditee pursuant to the Uniform Guidance?	Yes

**Other Issues**

- No summary schedule of prior audit findings is required because there were no prior audit findings related to federal programs.

# PURVIS GRAY

## INDEPENDENT ACCOUNTANT'S REPORT ON COMPLIANCE WITH SECTION 218.415, FLORIDA STATUTES

Honorable Mayor and City Commissioners  
City of Eustis  
Eustis, Florida

We have examined the City of Eustis, Florida's (the City) compliance with requirements of Section 218.415, Florida Statutes, as of and for the year ended September 30, 2024, as required by Section 10.556(10)(a), *Rules of the Auditor General*. Management is responsible for the City's compliance with those requirements. Our responsibility is to express an opinion on the City's compliance based on our examination.

Our examination was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the City complied, in all material respects, with the requirements referenced above. An examination involves performing procedures to obtain evidence about whether the City complied with the specific requirements. The nature, timing, and extent of procedures selected depend on our judgement, including an assessment of the risk of material non-compliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

Our examination does not provide a legal determination on the City's compliance with specific requirements.

In our opinion, the City complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2024.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, federal and other granting agencies, the Honorable Mayor, City Commissioners, and applicable management, and is not intended to be, and should not be, used by anyone other than those specified parties.

*Purvis Gray*

March 28, 2025  
Ocala, Florida

### CERTIFIED PUBLIC ACCOUNTANTS

Gainesville | Ocala | Tallahassee | Sarasota | Orlando | Tampa  
purvisgray.com

Members of American and Florida Institutes of Certified Public Accountants





# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

## IMPACT FEE AFFIDAVIT of Compliance F.S. Sec.163.31801

BEFORE ME, the undersigned authority, personally appeared Lori Carr, Finance Director for the City of Eustis, who being duly sworn, deposes and says on oath that

1. I am the Chief Financial Officer of the City of Eustis, which is a local governmental entity of the State of Florida;
2. The City of Eustis adopted Ordinances 91-67, 91-68, 91-69, and 91-70, implementing an Impact Fee for Law Enforcement, Fire Protection, Library, and Parks and Recreation, respectively. They were last amended with ordinances 04-43 ,04-44, 04-45, and 04-46.
3. The City of Eustis adopted Ordinances 95-16, Implementing Water and Sewer Impact Fees. They were last amended with Ordinance 18-14.
4. The City of Eustis has complied and, as of the date of this Affidavit, remains in compliance with Section 163.31801, Florida Statutes.

FURTHER AFFIANT SAYETH NAUGHT

STATE OF FLORIDA

COUNTY OF LAKE

SWORN TO AND SUBSCRIBED before me this 28<sup>th</sup> day of March, 2025.

*Lori Carr*

Lori Carr, Finance Director

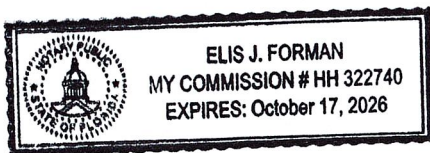
*[Signature]*  
NOTARY PUBLIC

Print Name Elis Forman

Personally known or produced identification \_\_\_\_\_

Type of identification produced \_\_\_\_\_

My Commission Expires \_\_\_\_\_







# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Appointments to the Historic Preservation Board (HPB) – 3 Members and 1 Alternate

## **Introduction:**

This item is for consideration of the appointment and/or reappointment of applicants to the Historic Preservation Board for four available positions: 3 Members and 1 Alternate.

## **Background:**

The City Code of Ordinances provides for a five-member Historic Preservation Board with one alternate with each member appointed to serve 3-year terms. The purpose of the board is to consider Certificates of Appropriateness regarding alterations to buildings within the two historic districts as well as consider historic landmark designations.

To meet the requirements of the certified local government program, as provided in the National Historic Preservation Act, as amended in 1980, PL 96-515, and to carry out its responsibilities under this chapter, the membership of the board shall include, to the extent available, three persons who are educated or who practice in one of the disciplines of architecture, history, architectural history, planning, archaeology or related disciplines. Whenever an individual is nominated to the board, the city commission shall consider the professional qualifications of the individual to ensure that the requirements of the certified local government program are met.

Positions, members, term expirations and status of positions available for appointment/reappointment are as follows:

1. Member, Dorothy Stevenson, term expiration 2/28/2023 – seeking reappointment
2. Member, Ronald K. Musselman, term expiration 12/31/2024 – seeking reappointment
3. Member, Dina John, term expiration 4/22/2025 - Vacant due to resignation 4/11/2025
4. Alternate, Vacant due to resignation of Robyn Sambor 7/8/2024

Ms. Stevenson and Mr. Musselman have requested reappointment. Ms. John no longer wishes to serve on the board after her term expiration.

The Alternate position was held by Robyn Sambor who was appointed 7/7/2022. She resigned from her position 7/8/2024. Appointment for the Alternate position will serve to fill the vacancy for a partial term to expire 7/7/2025 and appoint to the next full three-year term.

After a process of advertising for openings on the HPB, Shannon Graves and Derek A. Stewart submitted applications to be considered for appointment. Current members were asked if they wish to continue service on the board. The Human Resources Department

completed background checks for new applicants not currently serving on the board. All applicants were cleared to move forward in the process.

**Applicants seeking appointment/reappointment:**

1. **Dorothy Stevenson**
2. **Ronald K. Musselman**
3. **Shannon Graves**
4. **Derek Stewart**

Attached are a copy of the current HPB roster detailing term expirations, reappointment request forms, copies of applications for your review and consideration, and Chapter 46 – Historic Preservation Administration from the Eustis, FL Code of Ordinances.

**Recommended Action:**

Staff recommends consideration of the applicants for the 4 available positions: 3 Members and 1 Alternate for the following positions/terms:

1. **Member:** Term 2/28/2023 to 2/28/2026 (Currently held by Dorothy Stevenson)
2. **Member:** Term 12/31/2024 to 12/31/2027 (Currently held by Ronald K. Musselman)
3. **Member:** Term 4/22/2025 to 2/22/2028 (Vacant due to resignation of Dina John)
4. **Alternate:** Partial Term to Fill a Vacancy 4/17/2025 to 7/07/2025 and Full Term 7/7/2025 to 7/7/2028 (Vacant due to resignation of Robyn Sambor)

**Budget/Staff Impact:**

None.

**Prepared By:**

Christine Halloran, City Clerk

**Reviewed By:**

Tom Carrino, City Manager

**City of Eustis Historic Preservation Board Member Roster**  
**5-Member: 3-year Term**

**Chairperson**

**Matthew E. Kalus**

605 E. Washington Ave., Eustis, FL 32726

W: (407) 836-7856 C: 455-8081

[matthew.kalus@ocfl.net](mailto:matthew.kalus@ocfl.net)

Term expired: 3/28/2023

Reappointed: 3/2/2023

Term to expire: 2/28/2026

**Vice-Chairperson**

**Monte Stamper**

611 Fernshaw Ave., Eustis, FL 32726

H: (352) 483-3560 W: (407) 948-4045

[Allmighty.ms@gmail.com](mailto:Allmighty.ms@gmail.com)

Term expired: 12/31/2022

Reappointed: 3/2/2023

Term to expire: 12/31/2025

**Secretary**

**Dina John**

1006 Washington Ave., Eustis, FL 32726

(407) 973-3287

[dinajohn@att.net](mailto:dinajohn@att.net)

Appointed: 4/21/2022

Resigned: 4/11/2025

**VACANT**

Term to expire: 4/22/2025

Next term: 4/22/2025 to 4/22/2028

**Member**

**Ronald K. Musselman**

226 S. Grove St., Eustis, FL 32726

C: (352) 978-1921

[kirk@davelowerealty.com](mailto:kirk@davelowerealty.com)

Appointed: 2/18/2021 (partial term)

Term to expire: 12/31/2021

Reappointed: 1/6/2022

Term expired: 12/31/2024

Next term: 12/31/2024 to 12/31/2027

**Member**

**Dorothy Stevenson**

806 Liberty St., Eustis, FL 32726

(352) 321-2169

[yolandastaylor7@gmail.com](mailto:yolandastaylor7@gmail.com)

Appointed: 5/19/2022 (partial term)

Term expired: 2/28/23

Next term: 2/28/2023 to 2/28/2026

**Alternate**

**VACANT**

(to fill vacancy partial & new term)

Term to expire: 07/07/2025

Partial term: 4/17/2025 to 7/07/2025

Next term: 7/07/2025 to 7/07/2028

Robyn Sambor

Appointed: 7/7/2022

Resigned: 7/8/2024

**HPB Attorney**

Cheyenne Dunn, Associate Attorney

Bowen and Schroth, P.A.

600 Jennings Avenue

Eustis, Florida 32726

W: (352) 589-1414

[cdunn@bowenschroth.com](mailto:cdunn@bowenschroth.com)

**Staff Liaison**

Kyle Wilkes

City of Eustis – Development Services

Senior Planner

4 N. Grove Street

P.O. Drawer 68

Eustis, FL 32726

W: (352) 483-5460

[wilkesk@eustis.org](mailto:wilkesk@eustis.org)

**Staff Recording Secretary**

Deanna Mikiska

City of Eustis – Development Services

Review Coordinator

(352) 483-5426

[mikiskad@eustis.org](mailto:mikiskad@eustis.org)

**Term Lengths and Board Duties are per  
Sec. 46-57 of the City's Code**

## *DIVISION 2. HISTORIC PRESERVATION BOARD<sup>1</sup>*

### **Sec. 46-56. Established.**

There is established a Eustis Historic Preservation Board in order to carry forward the purposes of the National Historic Preservation Act, as amended in 1980, PL 96-515, and such other purposes as may be created by ordinance or law.

(Ord. No. 95-27, § 1, 9-7-1995)

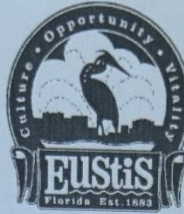
### **Sec. 46-57. Membership.**

- (a) The board shall consist of five members and one alternate. In any meeting, where the development services division determines that a board member will not be present for a meeting, the alternate will be called. Of the first members appointed, three shall be appointed for two years and two shall be appointed for three years, but thereafter all appointments shall be for three years or until their successors are qualified and appointed. Each member of the board shall be a resident of the city during his or her entire term. A member of the board may be removed during his or her term by the city commission.
- (b) To meet the requirements of the certified local government program, as provided in the National Historic Preservation Act, as amended in 1980, PL 96-515, and to carry out its responsibilities under this chapter, the membership of the board shall include, to the extent available, three persons who are educated or who practice in one of the disciplines of architecture, history, architectural history, planning, archaeology or related disciplines. Whenever an individual is nominated to the board, the city commission shall consider the professional qualifications of the individual to ensure that the requirements of the certified local government program are met. Members of the board shall be appointed by the city commission. When a vacancy occurs on the board, it shall be filled as quickly as possible with due consideration to the qualifications of any candidate. Whenever possible, no position shall remain unfilled on the board for a period exceeding 60 days.

(Ord. No. 95-27, § 2, 9-7-1995; Ord. No. 01-17, § 2, 6-21-2001; Ord. No. 17-12, § 1(Exh. A), 10-5-2017)

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<sup>1</sup>Cross reference(s)—Administration, ch. 2.



City of Eustis – City Clerk  
 P. O. Drawer 68  
 10 North Grove Street  
 Eustis, Florida 32727

### Request to Seek Reappointment

(Please check the appropriate item, fill in the remaining information and sign below.)

☐ I no longer wish to serve on the below-listed Board.

<input checked="" type="checkbox"/> Historic Preservation Board	<input type="checkbox"/> Code Enforcement Board
<input type="checkbox"/> Library Board of Trustees	<input type="checkbox"/> Eustis Housing Authority
<input type="checkbox"/> Fire Pension Board	<input type="checkbox"/> Police Pension Board

Effective Date: 4/

☒ Please accept this form as a request to seek reappointment to the above Board.

Name: Dorothy Stevenson

Address: 806 Liberty St.

Contact Number: 352-321-2169

Email Address: yolandastaylor1@gmail.com

Date:

Signature: Dorothy Stevenson

Please return completed form to [cityclerk@eustis.org](mailto:cityclerk@eustis.org).

**VOLUNTEER/COMMUNITY SERVICES APPLICATION**

RECEIVED

Date: 4/20/22

APR 2 X 2022

PLEASE LIST THE TYPE OF WORK THAT INTERESTS YOU AND THE DEPARTMENT(S) WHERE YOU WISH TO VOLUNTEER.....

1. Historical Preservation Board
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

NAME: Dorothy A. Stevenson Telephone #: 352-702-8830PRESENT ADDRESS: 806 Liberty Street Eustis FL 32726How long have you lived at this address? 53 E-Mail Address: gainesstevenson18@gmail.comHave you filed an application here before? \_\_\_\_\_ Yes ☒ No If yes, when? \_\_\_\_\_Have you ever worked for the City of Eustis? \_\_\_\_\_ Yes ☒ No If yes, when? \_\_\_\_\_Are you currently employed? \_\_\_\_\_ Yes ☒ No May we contact you at work? \_\_\_\_\_ Yes \_\_\_\_\_ NoWhat number can we reach or leave a message for you during the day? Phone #: 352-702-8830Are you available: \_\_\_\_\_ Full Time ☒ Part Time \_\_\_\_\_ TemporaryWhen are you able to volunteer? \_\_\_\_\_ Nights \_\_\_\_\_ Weekends ☒ (pnp) OtherDo you possess a valid Fla. Driver's License or I.D.? ☒ Yes \_\_\_\_\_ NoAre you legally eligible for employment in the United States of America? ☒ Yes \_\_\_\_\_ NoHave you ever been convicted, pled guilty or no contest to, had prosecution deferred or adjudication withheld on a felony or first degree misdemeanor in any jurisdiction? \_\_\_\_\_ Yes ☒ No If yes, when: \_\_\_\_\_Explain: \_\_\_\_\_  
(Nature, severity and date of offense in relation to the position for which you are volunteering are considered.)Do you have any criminal charges pending? \_\_\_\_\_ Yes ☒ No If yes, explain: \_\_\_\_\_Are you able, physically or otherwise, to perform the job functions of the position for which you are volunteering?  
☒ Yes \_\_\_\_\_ No If no, please explain: \_\_\_\_\_

Please list maiden or other names under which you may have worked or gone to school: \_\_\_\_\_

Please list the names of friends or relatives working for the City and their relationship to you: NA

# EQUAL OPPORTUNITY EMPLOYER

**EMPLOYMENT RECORD:** Please list your four most recent employers including full, part time, temporary and volunteer positions, beginning with the most recent.

Name & Address of Organization:

Generations

From Dec 1994 to present  
Month/Year Month/Year

113 Kensington St Eustis

Supervisor's E-mail: gainesstevenson18@gmail.com

Job Title: Owner

Describe the work you did: Owner & operator fast food service  
entertainment and full of love, laughter joy

Reason for leaving: Retired but still present

Name & Address of Organization:

Lake County School Board

From 1972 to 2005  
Month/Year Month/Year

Supervisor's E-mail: unknown

Job Title: Cook

Describe the work you did: prepared meals for the students of  
Eustis Middle School

Reason for leaving: Retired

Name & Address of Organization:

From \_\_\_\_\_ to \_\_\_\_\_  
Month/Year Month/Year

Supervisor's E-mail: \_\_\_\_\_

Job Title: \_\_\_\_\_

Describe the work you did: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Name & Address of Organization:

From \_\_\_\_\_ to \_\_\_\_\_  
Month/Year Month/Year

Supervisor's E-mail: \_\_\_\_\_

Job Title: \_\_\_\_\_

Describe the work you did: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

# EDUCATION AND SPECIALIZED TRAINING:

Item 4.1

Circle Highest Grade Completed

## GRAMMAR AND HIGH SCHOOL:

1 2 3 4 5 6 7 8 9 10 11 12 GED

## COLLEGE:

13 14 15 16

## GRADUATE:

17 18 19 20

Please provide your educational background including the diploma, degree or certification received, as well as any technical or specialized training:

Name of High School(s): <u>William Ragin High</u>	City and State: <u>Jacksonville FL</u>		
Name of College:	City and State:	Major:	Degree Received:
Name of Graduate School:	City and State:	Major:	Degree Received:
Other Trade, Technical, Etc:	City and State:	Major:	Degree Received:
Foreign Language Skills: <u>NA</u>		<input type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Speak	

## OTHER PROFESSIONAL MEMBERSHIPS OR SKILLS:

Please list any special qualifications not covered elsewhere in this application including computer skills, such as Word & Excel; typing, including words per minute typed; and any professional or civic memberships.

- Unity - President
- Lake County School Board Union
- Eustis Chambers Commerce
- 
- Food Bank
- 

## REFERENCES:

Please list at least three (3) references who are not related to you. (Please provide complete addresses including Street, City, State and Zip.)

Name <u>Val Harris</u>	Phone # <u>352-308-9550</u>	Name <u>Barbara Harris</u>	Phone # <u>352-589-6644</u>
Address (Street, City, State, Zip) <u>Eustis FL 32726</u>		Address (Street, City, State, Zip) <u>804 Liberty St. Eustis FL 32726</u>	
E-mail Address <u>Dr. Todd Dental</u>		E-mail Address <u>unknown</u>	
Employer <u>Dental Assistant</u>	Phone #	Employer <u>Eustis PD</u>	Phone #
Occupation		Occupation <u>Crossing Guard</u>	
Name <u>Tanya Wilder</u>	Phone #	Name <u>Tanya Wilder</u>	Phone #
Address (Street, City, State, Zip)		Address (Street, City, State, Zip) <u>812 Liberty Street Eustis FL 32726</u>	
E-mail Address		E-mail Address <u>twilder@lsbc.net 404484329 3</u>	
Employer <u>Life Stream</u>	Phone #	Employer <u>Life Stream</u>	Phone #
Occupation		Occupation <u>de-escalator Crisis</u>	

**HOURS AVAILABLE TO VOLUNTEER:**

What days and hours are you available for work?

Tues and Thurs (open)  
for morning, afternoon or evening.

Item 4.1

**CERTIFICATE OF APPLICANT:**

I certify that the answers given on this application are true and complete to the best of my knowledge. I agree to inform the City of any additional information relating to questions raised on the application, which occur subsequent to my completion of the application. I realize that misrepresentation of facts or the failure to update any information relating to questions on the application may be cause for rejection of this application or dismissal from volunteer/community services.

I authorize the City of Eustis to make any inquiries it desires concerning me. I authorize schools, references and my prior employers to provide my records, reason for leaving and all other information they may have concerning me to the City of Eustis. I release the City of Eustis and all other parties from any and all liabilities or claims for any damage that may result therefrom.

I understand that this application is not and is not intended to be a contract for employment.

SIGNATURE OF APPLICANT:

Deborah A. Stevenson

Date:

4/20/2022**CONSENT OF PARENT OR LEGAL GUARDIAN***(All Volunteers Under 18 Years of Age Must Have Parent or Legal Guardian Complete This Section)*

I the undersigned, the parent or legal guardian of \_\_\_\_\_, choose to permit \_\_\_\_\_ to participate as a volunteer for the City of Eustis. I understand that my child's or ward's services are being offered on a voluntary basis without anticipation of any financial remuneration and I agree to the terms and conditions as stated above.

I further authorize the City to perform a fingerprint criminal history background check through state and federal law enforcement agencies and/or criminal history checks through consumer reporting agencies, who may also provide information to the City on out-of-state or nation-wide criminal histories. I understand that final approval to volunteer is contingent upon the results of the criminal history check.

Signature of Parent or Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_



City of Eustis – City Clerk  
 P. O. Drawer 68  
 10 North Grove Street  
 Eustis, Florida 32727

### Request to Seek Reappointment

(Please check the appropriate item, fill in the remaining information and sign below.)

☐ I no longer wish to serve on the below-listed Board.

☒ Historic Preservation Board  
☐ Library Board of Trustees  
☐ Fire Pension Board

☐ Code Enforcement Board  
☐ Eustis Housing Authority  
☐ Police Pension Board

Effective Date: \_\_\_\_\_

☒ Please accept this form as a request to seek reappointment to the above Board.

Name: Ronald Kirk Musselman

Address: 226 S. Grove St.

Contact Number: 352-978-1921

Email Address: Kirk@davelowerealty.com

Date: \_\_\_\_\_

Signature: 

Please return completed form to [cityclerk@eustis.org](mailto:cityclerk@eustis.org).

# CITY OF EUSTIS

109-A East Orange Avenue

P.O. Drawer 68

Eustis, FL 32727

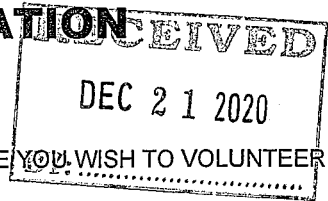
Item 4.1

Website - [www.eustis.org](http://www.eustis.org)E-Mail - [personnel@ci.eustis.fl.us](mailto:personnel@ci.eustis.fl.us)

Phone - 352-483-5472

FAX - 352-483-0492

## VOLUNTEER/COMMUNITY SERVICES APPLICATION

Date: 12-21-2020

PLEASE LIST THE TYPE OF WORK THAT INTERESTS YOU AND THE DEPARTMENT(S) WHERE YOU WISH TO VOLUNTEER

1. Historic Preservation Board
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

NAME: Ronald Kirk Musselman Telephone #: 352-978-1921PRESENT ADDRESS: 226 S. Grove St. Eustis FL 32726How long have you lived at this address? 20 yrs. E-Mail Address: kirk@davelowerealty.comHave you filed an application here before? ☐ Yes ☒ No If yes, when? \_\_\_\_\_Have you ever worked for the City of Eustis? ☐ Yes ☒ No If yes, when? \_\_\_\_\_Are you currently employed? ☒ Yes ☐ No May we contact you at work? ☒ Yes ☐ NoWhat number can we reach or leave a message for you during the day? Phone #: 352-978-1921Are you available: ☐ Full Time ☒ Part Time ☐ TemporaryWhen are you able to volunteer? ☒ Nights ☐ Weekends ☐ OtherDo you possess a valid Fla. Driver's License or I.D.? ☒ Yes ☐ NoAre you legally eligible for employment in the United States of America? ☒ Yes ☐ NoHave you ever been convicted, pled guilty or no contest to, had prosecution deferred or adjudication withheld on a felony or first degree misdemeanor in any jurisdiction? ☐ Yes ☒ No If yes, when: \_\_\_\_\_Explain: \_\_\_\_\_  
(Nature, severity and date of offense in relation to the position for which you are volunteering are considered.)Do you have any criminal charges pending? ☐ Yes ☒ No If yes, explain: \_\_\_\_\_Are you able, physically or otherwise, to perform the job functions of the position for which you are volunteering?  
☒ Yes ☐ No If no, please explain: \_\_\_\_\_

Please list maiden or other names under which you may have worked or gone to school: \_\_\_\_\_

Please list the names of friends or relatives working for the City and their relationship to you: \_\_\_\_\_

Willie Hawkins - Spouse

PER 051-09

12/31/20 emailed to John B. Lori, Mary &amp; Ashley

## EQUAL OPPORTUNITY EMPLOYER

**EMPLOYMENT RECORD:** Please list your four most recent employers including full, part time, temporary and volunteer positions, beginning with the most recent.

Name & Address of Organization:

Dave Lowe Realty  
Mount Dora

From 1-2008 to Current  
Month/Year Month/Year

Job Title: Realtor, Property Mgr.

Supervisor's E-mail: Ashley@davelowerealty.com

Describe the work you did: Current manage 100+ rental properties and list and sell homes.

Reason for leaving: Currently Employed

Name & Address of Organization:

ERA Neil Fischer Realty  
Leesburg

From 1-2006 to 12-2008  
Month/Year Month/Year

Job Title: Realtor

Supervisor's E-mail: Business Sold

Describe the work you did: List + Sell homes.

Reason for leaving: Position at different Real Estate office

Name & Address of Organization:

Bay St. Station - Bar & Grill  
Eustis

From 2000 to 2002  
Month/Year Month/Year

Job Title: Owner

Supervisor's E-mail: \_\_\_\_\_

Describe the work you did: Develop new restaurant/menu and open restaurant

Reason for leaving: Took over existing lease + lease expired

Name & Address of Organization:

From \_\_\_\_\_ to \_\_\_\_\_  
Month/Year Month/Year

Job Title: \_\_\_\_\_

Supervisor's E-mail: \_\_\_\_\_

Describe the work you did: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

# EDUCATION AND SPECIALIZED TRAINING:

Item 4.1

Circle Highest Grade Completed

## GRAMMAR AND HIGH SCHOOL:

1 2 3 4 5 6 7 8 9 10 11 12 GED

## COLLEGE:

13 14 15 16

## GRADUATE:

17 18 19 20

Please provide your educational background including the diploma, degree or certification received, as well as any technical or specialized training:

Name of High School(s): <i>Fort Dodge</i>	City and State: <i>Fort Dodge, IA</i>		
Name of College: <i>Des Moines Area Comm. College</i>	City and State: <i>Ankeny, IA</i>	Major: <i>Culinary Arts</i>	Degree Received: <i>AAS</i>
Name of Graduate School:	City and State:	Major:	Degree Received:
Other Trade, Technical, Etc: <i>Real Estate</i>	City and State: <i>Orlando</i>	Major: <i>Realtor</i>	Degree Received: <i>Real Estate License</i>
Foreign Language Skills: <i>French - 4 yrs.</i>		<input type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Speak	

## OTHER PROFESSIONAL MEMBERSHIPS OR SKILLS:

Please list any special qualifications not covered elsewhere in this application including computer skills, such as Word & Excel; typing, including words per minute typed; and any professional or civic memberships.

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## REFERENCES:

Please list at least three (3) references who are not related to you. (Please provide complete addresses including Street, City, State and Zip.)

Name <i>Willie Hawkins</i>	Phone # <i>407-509-6265</i>	Name <i>Ashley Lowe</i>	Phone # <i>352-408-6693</i>
Address (Street, City, State, Zip) <i>226 S. Grove St. Eustis</i>		Address (Street, City, State, Zip) <i>303 N. Highland St. Mt. Dora, 32757</i>	
E-mail Address <i>Wandkat511@aol.com</i>		E-mail Address <i>Ashley@davelowerrealty.com</i>	
Employer <i>Retired</i>	Phone #	Employer <i>Owner-Dave Lowe Realty</i>	Phone #
Occupation <i>Fed. Govt - DEA</i>		Occupation <i>Real Estate Broker</i>	
Name <i>Bret Poe</i>	Phone # <i>352-617-3502</i>	Name <i>Dina John</i>	Phone # <i>407-973-3287</i>
Address (Street, City, State, Zip) <i>P.O. Box 1544 Mt. Dora, FL 32757</i>		Address (Street, City, State, Zip) <i>1006 Washington Ave. Eustis 32726</i>	
E-mail Address <i>Bretpoe@saltenterprisellc.com</i>		E-mail Address <i>dinajohn@bellsouth.net</i>	
Employer <i>Owner Salt Enterprises</i>	Phone #	Employer <i>Self.</i>	Phone #
Occupation <i>Contractor / Owner</i>		Occupation <i>Consultant</i>	

**HOURS AVAILABLE TO VOLUNTEER:**

What days and hours are you available for work?

Flexible Schedule

Item 4.1

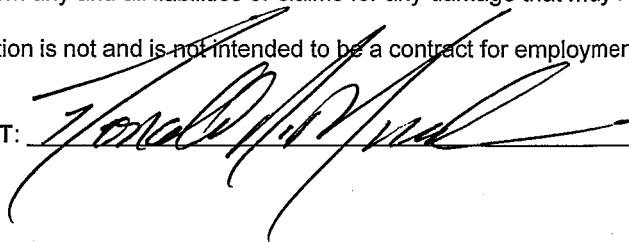
**CERTIFICATE OF APPLICANT:**

I certify that the answers given on this application are true and complete to the best of my knowledge. I agree to inform the City of any additional information relating to questions raised on the application, which occur subsequent to my completion of the application. I realize that misrepresentation of facts or the failure to update any information relating to questions on the application may be cause for rejection of this application or dismissal from volunteer/community services.

I authorize the City of Eustis to make any inquiries it desires concerning me. I authorize schools, references and my prior employers to provide my records, reason for leaving and all other information they may have concerning me to the City of Eustis. I release the City of Eustis and all other parties from any and all liabilities or claims for any damage that may result therefrom.

I understand that this application is not and is not intended to be a contract for employment.

SIGNATURE OF APPLICANT:



Date:

12-21-2020**CONSENT OF PARENT OR LEGAL GUARDIAN***(All Volunteers Under 18 Years of Age Must Have Parent or Legal Guardian Complete This Section)*

I the undersigned, the parent or legal guardian of \_\_\_\_\_, choose to permit \_\_\_\_\_ to participate as a volunteer for the City of Eustis. I understand that my child's or ward's services are being offered on a voluntary basis without anticipation of any financial remuneration and I agree to the terms and conditions as stated above.

I further authorize the City to perform a fingerprint criminal history background check through state and federal law enforcement agencies and/or criminal history checks through consumer reporting agencies, who may also provide information to the City on out-of-state or nation-wide criminal histories. I understand that final approval to volunteer is contingent upon the results of the criminal history check.

Signature of Parent or Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_



City of Eustis – City Clerk  
 P. O. Drawer 68  
 10 North Grove Street  
 Eustis, Florida 32727

### **Reappointment Request Form**

Please check the appropriate box below for the Board which you are seeking reappointment. Then, fill in the remaining information and sign/date below.

- ☐ Code Enforcement Board  
☒ Historic Preservation Board  
☐ Library Board of Trustees  
☐ Fire Pension Board  
☐ Police Pension Board  
☐ Eustis Housing Authority

☒ I no longer wish to serve on the above Board. Effective: 4/11/25

☐ I request to seek reappointment to the above Board.

Name: Dina John

Address: 1006 Washington Avenue Eustis, FL

Contact Number: (407) 973-3287

Email Address:

Date: 4/10/25

Signature:

**Please return completed form to [cityclerk@eustis.org](mailto:cityclerk@eustis.org). You will be notified when your appointment will be added to an upcoming City Commission Meeting Agenda for consideration.**



# CITY OF EUSTIS

109-A East Orange Avenue

P.O. Drawer 68

Eustis, FL 32727-0068

Website – [www.eustis.org](http://www.eustis.org)

E-Mail – [personnel@eustis.org](mailto:personnel@eustis.org)

Phone – (352) 483-5472

FAX (352) 483-0492

## VOLUNTEER/COMMUNITY SERVICES APPLICATION

Date: January 8, 2025

PLEASE LIST THE TYPE OF WORK THAT INTERESTS YOU AND THE DEPARTMENT(S) WHERE YOU WISH TO VOLUNTEER

1. Historic Preservation
2. Code Enforcement
3. \_\_\_\_\_
4. \_\_\_\_\_

NAME: Shannon Graves Telephone #: 321-356-3531

PRESENT ADDRESS: 496 Darshire Ave Eustis FL 32736

How long have you lived at this address? 17 months E-Mail Address: shannon.graves@abm.com

Have you filed an application here before? ☐ Yes ☒ No If yes, when? \_\_\_\_\_

Have you ever worked for the City of Eustis? ☐ Yes ☒ No If yes, when? \_\_\_\_\_

Are you currently employed? ☒ Yes ☐ No May we contact you at work? ☒ Yes ☐ No

What number can we reach or leave a message for you during the day? Phone #: 321-356-3531

Are you available: ☒ Full Time ☒ Part Time ☐ Temporary

When are you able to volunteer? ☒ Nights ☒ Weekends ☐ Other

Do you possess a valid Fla. Driver's License or I.D.? ☒ Yes ☐ No

Are you legally eligible for employment in the United States of America? ☒ Yes ☐ No

Have you ever been convicted, pled guilty or no contest to, had prosecution deferred or adjudication withheld on a felony or first degree misdemeanor in any jurisdiction? ☐ Yes ☒ No If yes, when: \_\_\_\_\_

Explain: \_\_\_\_\_  
(Nature, severity and date of offense in relation to the position for which you are volunteering are considered.)

Do you have any criminal charges pending? ☐ Yes ☒ No If yes, explain: \_\_\_\_\_

Are you able, physically or otherwise, to perform the job functions of the position for which you are volunteering? ☒ Yes ☐ No If no, please explain: \_\_\_\_\_

Please list the names of friends or relatives working for the City and their relationship to you: N/A

molly and  
emma  
1/13/25

# EQUAL OPPORTUNITY EMPLOYER

**EMPLOYMENT RECORD:** Please list your four most recent employers including full, part time, temporary and volunteer positions, beginning with the most recent.

Name & Address of Organization:

ABM Industries  
NYC, NY

From November 2019 to Present  
Month/Year Month/Year

Supervisor's E-mail: megan.branch@abm.com

Job Title: National Account Mgr.

Describe the work you did: Provide account leadership for National/Strategic accounts. Identify, plan, and execute growth strategies for clients.

Reason for leaving: N/A

Name & Address of Organization:

The Center Orlando  
Orlando, FL

From April 2017 to February 2019  
Month/Year Month/Year

Supervisor's E-mail: unknown

Job Title: Director of Operations

Describe the work you did: Oversaw development of community service programs. Supervised 100+ employees & volunteers. Mentoring volunteers.

Reason for leaving:

Name & Address of Organization:

National Kidney Foundation  
Orlando, FL

From June 2013 to November 2016  
Month/Year Month/Year

Supervisor's E-mail: unknown

Job Title: Director of Programs & Operations

Describe the work you did: Oversaw Fundraising programs and community screening programs. Managed hundreds of volunteers statewide

Reason for leaving:

Name & Address of Organization:

DeCiccio & Johnson  
Winter Park, FL

From October 2009 to June 2013  
Month/Year Month/Year

Supervisor's E-mail: dan.deciccio@deciccio.com

Job Title: Administrator / Paralegal

Describe the work you did: Led HR functions, AP/AR, Facilities, Paralegal

Reason for leaving:

Volunteer Manager - Kindred Pride Foundation 2016-Present  
Volunteer - The Aftermath Foundation - 2024-Present

(Extensive volunteer experience can be provided)

**EDUCATION AND SPECIALIZED TRAINING:**

Circle Highest Grade Completed

**GRAMMAR AND HIGH SCHOOL:**

1 2 3 4 5 6 7 8 9 10 11 12 GED

**COLLEGE:**

13 14 15 16

**GRADUATE:**

17 18 19 20

Please provide your educational background including the diploma, degree or certification received, as well as any technical or specialized training:

Name of High School(s): <i>Pine Forest</i>	City and State: <i>Panama FL</i>		
Name of College: <i>FMU</i>	City and State: <i>Orlando, FL</i>	Major: <i>Paralegal</i>	Degree Received: <i>BA</i>
Name of Graduate School: <i>Rollins College</i>	City and State: <i>Winter Park, FL</i>	Major: <i>MBA</i>	Degree Received: <i>MBA</i>
Other Trade, Technical, Etc:	City and State	Major:	Degree Received:
Foreign Language Skills:		<input type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Speak	

**OTHER PROFESSIONAL MEMBERSHIPS OR SKILLS:**

Please list any special qualifications not covered elsewhere in this application including computer skills, such as Word &amp; Excel; typing, including words per minute typed; and any professional or civic memberships.

- All Office applications*
- 
- 
- 
- 
- 

**REFERENCES:**

Please list at least three (3) references who are not related to you. (Please provide complete addresses including Street, City, State and Zip.)

Name <i>Trina Gregory</i>	Phone # <i>407-432-7812</i>	Name <i>Jeff Speicher</i>	Phone # <i>407-538-7461</i>
Address (Street, City, State, Zip)		Address (Street, City, State, Zip)	
E-mail Address <i>trina@sevenbites.com</i>		E-mail Address <i>Jeff.Speicher@me.com</i>	
Employer <i>Sevenbites</i>	Phone #	Employer <i>Pet Folk</i>	Phone #
Occupation <i>Owner / Chef</i>		Occupation <i>Veterinarian</i>	
Name <i>Billy Looper</i>	Phone # <i>954-557-6990</i>	Name <i>John Rossetti</i>	Phone # <i>305-586-7755</i>
Address (Street, City, State, Zip)		Address (Street, City, State, Zip)	
E-mail Address <i>billylooper@gmail.com</i>		E-mail Address	
Employer <i>Mack Lane Real Estate</i>	Phone #	Employer <i>Mount Para Bistro</i>	Phone #
Occupation <i>Owner / Broker</i>		Occupation <i>Owner / Chef</i>	

**HOURS AVAILABLE TO VOLUNTEER:**

What days and hours are you available for work?

M-F after 5:00pm  
Weekends all day/night

**CERTIFICATE OF APPLICANT:**

I certify that the answers given on this application are true and complete to the best of my knowledge. I agree to inform the City of any additional information relating to questions raised on the application, which occur subsequent to my completion of the application. I realize that misrepresentation of facts or the failure to update any information relating to questions on the application may be cause for rejection of this application or dismissal from volunteer/community services.

I authorize the City of Eustis to make any inquiries it desires concerning me. I authorize schools, references and my prior employers to provide my records, reason for leaving and all other information they may have concerning me to the City of Eustis. I release the City of Eustis and all other parties from any and all liabilities or claims for any damage that may result therefrom.

I understand that this application is not and is not intended to be a contract for employment.

SIGNATURE OF APPLICANT:

Shannon Davis

Date:

January 8, 2025

**CONSENT OF PARENT OR LEGAL GUARDIAN**

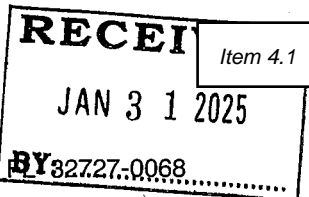
*(All Volunteers Under 18 Years of Age Must Have Parent or Legal Guardian Complete This Section)*

I the undersigned, the parent or legal guardian of \_\_\_\_\_, choose to permit \_\_\_\_\_ to participate as a volunteer for the City of Eustis. I understand that my child's or ward's services are being offered on a voluntary basis without anticipation of any financial remuneration and I agree to the terms and conditions as stated above.

I further authorize the City to perform a fingerprint criminal history background check through state and federal law enforcement agencies and/or criminal history checks through consumer reporting agencies, who may also provide information to the City on out-of-state or nation-wide criminal histories. I understand that final approval to volunteer is contingent upon the results of the criminal history check.

Signature of Parent or Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_



# CITY OF EUSTIS

109-A East Orange Avenue

P.O. Drawer 68

Eustis, FL

Website – [www.eustis.org](http://www.eustis.org)

E-Mail – [personnel@eustis.org](mailto:personnel@eustis.org)

Phone – (352) 483-5472

FAX (352) 483-0492

## VOLUNTEER/COMMUNITY SERVICES APPLICATION

Date: January 30th 2025

PLEASE LIST THE TYPE OF WORK THAT INTERESTS YOU AND THE DEPARTMENT(S) WHERE YOU WISH TO VOLUNTEER

1. Historic Preservation Board 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

NAME: Derek A. Stewart Telephone #: (352) 901-5878

PRESENT ADDRESS: 3230 Site To See Ave Eustis FL 32726  
Street/P.O. Box City State Zip

How long have you lived at this address? \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Have you filed an application here before? \_\_\_\_\_ Yes ☒ No If yes, when? \_\_\_\_\_

Have you ever worked for the City of Eustis? \_\_\_\_\_ Yes ☒ No If yes, when? \_\_\_\_\_

Are you currently employed? \_\_\_\_\_ Yes ☒ No May we contact you at work? \_\_\_\_\_ Yes N/A No

What number can we reach or leave a message for you during the day? Phone #: (352) 901-5878

Are you available: \_\_\_\_\_ Full Time ☒ Part Time \_\_\_\_\_ Temporary

When are you able to volunteer? ☒ Nights ☒ Weekends Some weekdays Other

Do you possess a valid Fla. Driver's License or I.D.? ☒ Yes \_\_\_\_\_ No

Are you legally eligible for employment in the United States of America? ☒ Yes \_\_\_\_\_ No

Have you ever been convicted, pled guilty or no contest to, had prosecution deferred or adjudication withheld on a felony or first degree misdemeanor in any jurisdiction? \_\_\_\_\_ Yes ☒ No If yes, when: \_\_\_\_\_

Explain: \_\_\_\_\_  
(Nature, severity and date of offense in relation to the position for which you are volunteering are considered.)

Do you have any criminal charges pending? \_\_\_\_\_ Yes ☒ No If yes, explain: \_\_\_\_\_

Are you able, physically or otherwise, to perform the job functions of the position for which you are volunteering?  
☒ Yes \_\_\_\_\_ No If no, please explain: \_\_\_\_\_

Please list the names of friends or relatives working for the City and their relationship to you: None

PER 051-15

## EQUAL OPPORTUNITY EMPLOYER

**EMPLOYMENT RECORD:** Please list your four most recent employers including full, part time, temporary and volunteer positions, beginning with the most recent.

**Name & Address of Organization:**

Raytheon  
1847 West Main Rd  
Portsmouth, RI

From Sept 2023 to Oct 2024  
 Month/Year Month/Year

Supervisor's E-mail: Camille.Thomas@rtx.com

Job Title: Program Operations Manager

Describe the work you did: Production schedule management, managed earned value to ensure no budget overruns and ensured materials on-hand to build product  
in accordance with bill of materials.

Reason for leaving: Relocation to Florida (home of record) to be close to an aging family member in declining health

**Name & Address of Organization:**

Raytheon  
1847 West Main Rd  
Portsmouth, RI

From June 2022 to Sept 2023  
 Month/Year Month/Year

Supervisor's E-mail: Jon.Adams@rtx.com

Job Title: Senior Logistics Supervisor

Describe the work you did: Managed team of 13 employees responsible for the on-site material movements, production goods packaging and loading and unloading of  
all incoming and outgoing shipments.

Reason for leaving: Internal Promotion to Program Operations Manager

**Name & Address of Organization:**

US Army, 10th Combat Aviation Brigade  
19900 Munns Corner Rd  
Fort Drum, NY 13603

From April 2019 to June 2022  
 Month/Year Month/Year

Supervisor's E-mail: \_\_\_\_\_

Job Title: Brigade Logistics Officer (S4)

Describe the work you did: Directly managed team of 20 personnel responsible for supporting all maintenance, logistics and I  
and transportation functions logistical needs for 2500+ person organization.

Reason for leaving: Military Retirement

**Name & Address of Organization:**

US Army  
500 Langford Lake Rd  
Fort Irwin CA, 92310

From September 2017 to April 2019  
 Month/Year Month/Year

Supervisor's E-mail: \_\_\_\_\_

Job Title: Headquarters Company Commander

Describe the work you did: Managed organization consisting of 120 Soldiers and civilians, ensured operational readiness and facilitated the training of visiting units

Reason for leaving: Military change of station

**EDUCATION AND SPECIALIZED TRAINING:****Circle Highest Grade Completed****GRAMMAR AND HIGH SCHOOL:**

1 2 3 4 5 6 7 8 9 10 11 12 GED

**COLLEGE:**

13 14 15 16

**GRADUATE:**

17 18 19 20

Please provide your educational background including the diploma, degree or certification received, as well as any technical or specialized training:

Name of High School(s):	City and State:		
Tavares High	Tavares, FL		
Name of College:	City and State:	Major:	Degree Received:
Embry-Riddle Aeronautical Univ	Daytona Beach, FL	Aeronautics	BS
Name of Graduate School:	City and State:	Major:	Degree Received:
Other Trade, Technical, Etc:	City and State:	Major:	Degree Received:
Foreign Language Skills:		<input type="checkbox"/> Read	<input type="checkbox"/> Write <input type="checkbox"/> Speak

**OTHER PROFESSIONAL MEMBERSHIPS OR SKILLS:**

Please list any special qualifications not covered elsewhere in this application including computer skills, such as Word & Excel; typing, including words per minute typed; and any professional or civic memberships.

1. Proficient in the Microsoft Office Suite of Tools
2. Typing speed 53 words per minute
- 3.
- 4.
- 5.
- 6.

**REFERENCES:**

Please list at least three (3) references who are not related to you. (Please provide complete addresses including Street, City, State and Zip.)

Name	Phone #	Name	Phone #
John Rubas	407-492-6114	John Babbitt	401-871-6114
Address (Street, City, State, Zip)		Address (Street, City, State, Zip)	
207 E. Gulley Ave, Oakland, FL 34787		25 Westwind Rd. Wakefield, RI 02879	
E-mail Address		E-mail Address	
john.j.rubas.ii@lmco.com		Babb66@gmail.com	
Employer	Phone #	Employer	Phone #
Lockheed Martin		Raytheon	
Occupation		Occupation	
Engineering Manager		Compliance Auditor	
Name	Phone #	Name	Phone #
Todd Kuebler	832-591-4120		
Address (Street, City, State, Zip)		Address (Street, City, State, Zip)	
1985 Ollinger Dr. Coralville, IA 52241			
E-mail Address		E-mail Address	
William-Kuebler@uiowa.edu			
Employer	Phone #	Employer	Phone #
US Army			
Occupation		Occupation	
Battalion Commander / Professor of Military Science			

**HOURS AVAILABLE TO VOLUNTEER:**

What days and hours are you available for work?

Currently flexible and available 8-3 Monday-Thursday, All day Friday, Saturday and Sunday  
~~Seeking employment so availability subject to change~~**CERTIFICATE OF APPLICANT:**

I certify that the answers given on this application are true and complete to the best of my knowledge. I agree to inform the City of any additional information relating to questions raised on the application, which occur subsequent to my completion of the application. I realize that misrepresentation of facts or the failure to update any information relating to questions on the application may be cause for rejection of this application or dismissal from volunteer/community services.

I authorize the City of Eustis to make any inquiries it desires concerning me. I authorize schools, references and my prior employers to provide my records, reason for leaving and all other information they may have concerning me to the City of Eustis. I release the City of Eustis and all other parties from any and all liabilities or claims for any damage that may result therefrom.

I understand that this application is not and is not intended to be a contract for employment.

SIGNATURE OF APPLICANT: \_\_\_\_\_



Date: 30.JAN2025

**CONSENT OF PARENT OR LEGAL GUARDIAN***(All Volunteers Under 18 Years of Age Must Have Parent or Legal Guardian Complete This Section)*

I the undersigned, the parent or legal guardian of \_\_\_\_\_, choose to permit \_\_\_\_\_ to participate as a volunteer for the City of Eustis. I understand that my child's or ward's services are being offered on a voluntary basis without anticipation of any financial remuneration and I agree to the terms and conditions as stated above.

I further authorize the City to perform a fingerprint criminal history background check through state and federal law enforcement agencies and/or criminal history checks through consumer reporting agencies, who may also provide information to the City on out-of-state or nation-wide criminal histories. I understand that final approval to volunteer is contingent upon the results of the criminal history check.

Signature of Parent or Legal Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

---

## **ARTICLE II. ADMINISTRATION<sup>1</sup>**

### ***DIVISION 1. GENERALLY***

**Secs. 46-31—46-55. Reserved.**

### ***DIVISION 2. HISTORIC PRESERVATION BOARD<sup>2</sup>***

**Sec. 46-56. Established.**

There is established a Eustis Historic Preservation Board in order to carry forward the purposes of the National Historic Preservation Act, as amended in 1980, PL 96-515, and such other purposes as may be created by ordinance or law.

(Ord. No. 95-27, § 1, 9-7-1995)

**Sec. 46-57. Membership.**

- (a) The board shall consist of five members and one alternate. In any meeting, where the development services division determines that a board member will not be present for a meeting, the alternate will be called. Of the first members appointed, three shall be appointed for two years and two shall be appointed for three years, but thereafter all appointments shall be for three years or until their successors are qualified and appointed. Each member of the board shall be a resident of the city during his or her entire term. A member of the board may be removed during his or her term by the city commission.
- (b) To meet the requirements of the certified local government program, as provided in the National Historic Preservation Act, as amended in 1980, PL 96-515, and to carry out its responsibilities under this chapter, the membership of the board shall include, to the extent available, three persons who are educated or who practice in one of the disciplines of architecture, history, architectural history, planning, archaeology or related disciplines. Whenever an individual is nominated to the board, the city commission shall consider the professional qualifications of the individual to ensure that the requirements of the certified local government program are met. Members of the board shall be appointed by the city commission. When a vacancy occurs on the board, it shall be filled as quickly as possible with due consideration to the qualifications of any candidate. Whenever possible, no position shall remain unfilled on the board for a period exceeding 60 days.

(Ord. No. 95-27, § 2, 9-7-1995; Ord. No. 01-17, § 2, 6-21-2001; Ord. No. 17-12, § 1(Exh. A), 10-5-2017)

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<sup>1</sup>Cross reference(s)—Administration, ch. 2.

<sup>2</sup>Cross reference(s)—Administration, ch. 2.

### **Sec. 46-58. Organization.**

- (a) The board shall annually elect a chairperson, vice-chairperson, and a secretary from among its members. The officers shall have such duties of chairing the meetings and other responsibilities as are assigned to them by the rules of the board.
- (b) The board may, from time to time, authorize the establishment of task forces to carry out specialized and detailed projects, such as advocating for a historic district designation or local landmark designation; any task force may include Eustis citizens who are not members of the board.
- (c) The development services division shall furnish the board with administrative support, including fiscal support, subject to budgetary approval by the city commission.

(Ord. No. 95-27, § 6, 9-7-1995; Ord. No. 01-17, § 3, 6-21-2001; Ord. No. 17-12, § 1(Exh. A), 10-5-2017)

### **Sec. 46-59. Reporting.**

The board shall annually make a report to the city commission of its activities.

(Ord. No. 95-27, § 19, 9-7-1995)

### **Sec. 46-60. Powers and duties.**

The board shall have the following powers and duties, which shall be complementary to and carried out in accordance with the responsibility of the state historic preservation officer as described in 36 CFR 61.4(b), as may be amended:

- (1) To meet at regular intervals, but not less than four times per year;
- (2) To conduct an ongoing survey and inventory of historic buildings, areas and archaeological sites in the city, which shall be compatible with the state master site file, and to plan for their preservation; copies of the final works products of such survey and inventory shall be forwarded to the state preservation office;
- (3) To identify potential landmarks and potential landmark sites and to make recommendations to the city commission as to whether those potential landmarks and landmark sites should be officially designated as landmarks and landmark sites;
- (4) To recommend that the city commission designate specified areas as historic districts and to identify which structures should be considered to be contributing structures;
- (5) To maintain and update a detailed inventory of the designated historic districts, landmarks and landmark sites within the city and a detailed inventory of potential landmarks and landmark sites, which inventories shall be open to the public for review;
- (6) To develop specific guidelines for the alteration, construction, relocation or removal of designated property;
- (7) To promulgate standards for architectural review which are consistent with standards for rehabilitation which have been or may be established by the United States Secretary of the Interior;
- (8) To approve or deny applications for certificate of appropriateness for alteration, construction, demolition, relocation or removal of landmarks, landmark sites and property in historic districts;

- (9) To work with and advise the federal and state governments and other departments or boards of city government;
- (10) To advise and assist property owners and other persons and groups, including neighborhood organizations, on physical and financial aspects of preservation, renovation, rehabilitation and reuse, and to advise and assist property owners in becoming eligible for federal and state tax incentives;
- (11) To cooperate with and enlist the assistance of persons, organizations, corporations, foundations and public agencies in matters involving historic preservation, renovation, rehabilitation and reuse;
- (12) To initiate plans for the preservation and rehabilitation of individual historic buildings;
- (13) To undertake public information programs, including the preparation of publications and the placing of historic markers;
- (14) To make recommendations to the city commission concerning the acquisition of or acceptance of development rights, facade easements, the imposition of other restrictions, and the negotiation of historical property contracts for the purposes of historic preservation;
- (15) To review buildings which are owned by the city and which are at least 50 years old and considered for surplus by the city to determine their historical or architectural significance prior to sale by the city and to make recommendations concerning the disposition of properties considered to have historical or architectural significance;
- (16) To review proposed capital improvement projects of the city and its independent agencies, or their agents or contractors, costing in excess of \$50,000.00 in an historic district or affecting a designated landmark or landmark site, such review to be made annually during the city commission's normal budgetary process; and the board shall advise the commission of any concerns or objections that it may have about such projects; however, capital improvement projects for the maintenance of existing facilities are exempted from this requirement;
- (17) To conduct public hearings to consider historic preservation issues, the designation of landmarks, landmark sites, and historic districts, applications for certificate of appropriateness, and nominations to the National Register of Historic Places;
- (18) To make such rules and regulations as it deems necessary for the administration of ordinances for which it is responsible;
- (19) To undertake any other action or activity necessary or appropriate to the implementation of its powers and duties or to the implementation of the purpose of this chapter; and
- (20) Subject to city commission approval, to seek professional services and expertise when deemed necessary.

(Ord. No. 95-27, § 3, 9-7-1995)

#### **Sec. 46-61. Review authority.**

Upon application by the property owner or his designated agent for the nomination of local property to the National Register of Historic Places, or in extraordinary circumstances, upon application by the city commission for the nomination of local property to the National Register of Historic Places and with respect to the National Register of Historic Places, the board shall have the following authority:

- (1) The board shall review all nominations of local property to the National Register of Historic Places pursuant to the regulations established by the state historic preservation officer. The board shall request the mayor or his designee to render written opinions as to whether each property should be nominated to the National Register. Following the notice and hearing requirements contained in this

article, and after notifying the applicant and property owner 30 days prior to the public hearing, the board shall review the nomination. The board may seek expert advice while reviewing the nomination, subject to budgetary restrictions of the development services division. The board shall forward to the state historic preservation officer its recommendation on the nomination and the recommendations of the local official.

- (2) In the development of the certified local government program, as provided in the National Historic Preservation Act, as amended in 1980, PL 96-515, the city commission may ask the board to perform such other responsibilities as may be delegated to the city from time to time pursuant to the National Historic Preservation Act.

(Ord. No. 95-27, § 4, 9-7-1995)

#### **Sec. 46-62. Public hearings and records.**

The board shall promulgate appropriate rules providing for the establishment and maintenance of a record of all board meetings and public hearings. A verbatim transcript of the record is not required, but the board shall establish the record in sufficient degree to disclose the factual basis for its determinations and recommendations. The board shall prepare and maintain for public inspection a written annual report of its historic preservation activities, cases, decisions and qualifications of its members.

(Ord. No. 95-27, § 5, 9-7-1995)

#### **Secs. 46-63—46-90. Reserved.**



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Resolution Number 25-25: Public Records Exemption for Municipal Clerks and Employees who perform municipal elections or code enforcement functions

---

## **Introduction:**

Florida Association of City Clerks (FACC) is asking municipalities to adopt a resolution urging the Florida State Legislature to enact legislation to provide a public records exemption for Municipal Clerks and employees who perform municipal elections work or have any part in code enforcement functions of a city. At this time, about 80 municipalities have passed resolutions in support of this legislation.

## **Background:**

At the request of the Florida Association of City Clerks, municipalities across the state are requesting municipal support to urge and encourage the Florida Legislature to enact legislation to provide a public records exemption for municipal clerks and employees who perform municipal election work.

Many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of hearings, or other activities that could lead to a criminal prosecution or code enforcement action are exposed to threats and other acts of violence. Indeed, municipal clerks often administer elections, and some election workers have been targeted for threats and violence due to the nature of materials for which they are responsible. Similarly, municipal clerks are often involved in legal enforcement proceedings in actions related to violations of codes and ordinances and, occasionally, these proceedings have led to retaliation and threats by defendants.

Currently, Florida Statute 119.071 provides exemptions for certain personal information of law enforcement personnel, code enforcement officers and other specific roles who either investigate, enforce or otherwise provide a service that can result in contentious interactions when action is taken. Municipal clerks and their staff are not included in these exemptions, leaving their personal information vulnerable to public records requests. There are currently 27 public records exemptions in Florida. Of these exemptions, eight are for local personnel who either investigate, enforce or otherwise provide a service that can result in contentious interactions when action is taken. Municipal clerks and their respective staff fall within the window for greater protection.

The Florida Association of City Clerks is very concerned about the safety and well-being of the municipal clerks and their staff who serve the public daily and are, oftentimes, the first contact of citizens with cities. Municipal clerks and staff often handle sensitive information and perform critical administrative functions. Protecting their personal information is essential to ensure their safety. Many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of special magistrate hearings related to neglect or abuse, or other activities that could lead to a criminal prosecution, are exposed to threats and other acts of violence. FACC supports this legislation for a public records exemption for Municipal Clerks and Staff.

**Recommended Action:**

Eustis is an active member of the Florida Association of City Clerks (FACC), and staff recommends approval of Resolution Number 25-25, including support for HB517/SB 840.

**Budget and Staff Impact:**

None

**Prepared and Reviewed By:**

Christine Halloran, City Clerk

Mary C. Montez, Deputy City Clerk

**RESOLUTION NUMBER 25-25**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A CITY AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of hearings that could lead to a criminal prosecution or code enforcement actions are exposed to threats and other acts of violence; and

**WHEREAS**, municipal clerks often administer elections and some election workers have been targeted for threats and violence due to the nature of materials they are responsible for

**WHEREAS**, municipal clerks are often involved in legal enforcement proceedings in actions related to violations of codes and ordinances and, occasionally, these proceedings have led to retaliation and threats by defendants; and

**WHEREAS**, currently public records exemptions in Florida include those for local personnel who either investigate, enforce or otherwise provide a service that can result in contentious interactions when action is taken and municipal clerks and their staff fall within the need for a window for greater protection; and

**WHEREAS**, the Florida Association of City Clerks is very concerned for the safety and well-being of the municipal clerks and their staffs who serve the public on a daily basis and are, oftentimes, the first contact of citizens with cities; and

**WHEREAS**, the City of Eustis has complied with all requirements and procedures of Florida law in processing and adopting this Resolution.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Commission of the City of Eustis,

Lake County, Florida, as follows:

Resolution Number 25-25: Public Records Exemption

Page 1 of 3

(1). The City Commission of the City of Eustis of Eustis, Florida hereby adopts the recitals set forth in this Resolution (whereas clauses) as the legislative findings of the City Commission of the City of Eustis, Florida.

(2). The Commissioners of the City of Eustis, Florida, hereby urge and encourages the Florida State Legislature to enact legislation to provide a public records exemption for municipal clerks and employees who perform municipal elections work or have any part in code enforcement functions of a municipality.

(3). The Eustis City Clerk is hereby directed and authorized to send a certified copy of this Resolution to Governor Ron DeSantis, Senator Keith L. Truenow, Representative Nan Cobb, the Lake County League of Cities, and the Florida League of Cities (FLC).

(4). This Resolution shall take effect immediately upon its adoption.

**DONE AND RESOLVED** this 17<sup>th</sup> day of April, 2025 in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

---

Willie L. Hawkins  
Mayor/Commissioner

**ATTEST:**

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Christine Halloran, City Clerk

**CITY OF EUSTIS CERTIFICATION****STATE OF FLORIDA  
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17<sup>th</sup> day of April, 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

\_\_\_\_\_  
Notary Public - State of Florida  
My Commission Expires:  
Notary Serial No:

**CITY ATTORNEY'S OFFICE**

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

\_\_\_\_\_  
City Attorney's Office

\_\_\_\_\_  
Date

**CERTIFICATE OF POSTING**

The foregoing Resolution Number 25-25 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

\_\_\_\_\_  
Christine Halloran, City Clerk



## Florida Association of City Clerks

### Public Records Exemption

#### More Information

Many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of hearings related to neglect or abuse, or other activities that could lead to a criminal prosecution are exposed to threats and other acts of violence.

Municipal Clerks often administer elections. Some election workers have been targeted for threats and violence due to the nature of materials they are responsible for. Further, Clerks are often involved in legal enforcement proceedings in actions related to violations of codes and ordinances. Occasionally, these proceedings have led to retaliation and threats by defendants.

Please note, there are currently 27 public record exemptions for specific roles, one of which applies to Code Enforcement Officers. Code Officers are covered by the exemption, but not Municipal Clerks. There is language referencing code enforcement work in the resolution template for the purpose of including Municipal Clerks and employees who perform work related to code enforcement proceedings to be included as part of the public record exemption.

**FACC is asking you to adopt a resolution in your municipality urging the Florida State Legislature to enact legislation to provide a public records exemption for Municipal Clerks and employees who perform municipal elections work or have any part in code enforcement functions of a city and providing for an effective date.**

## RESOLUTION 2025-78

**A RESOLUTION OF THE FLORIDA ASSOCIATION OF CITY CLERKS URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A CITY AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of hearings that could lead to a criminal prosecution, or code enforcement actions are exposed to threats and other acts of violence; and

**WHEREAS**, municipal clerks often administer elections, and some election workers have been targeted for threats and violence due to the nature of materials they are responsible for; and

**WHEREAS**, municipal clerks are often involved in legal enforcement proceedings in actions related to violations of codes and ordinances and, occasionally, these proceedings have led to retaliation and threats by defendants; and

**WHEREAS**, currently public records exemptions in Florida include those for local personnel who either investigate, enforce, or otherwise provide a service that can result in contentious interactions when action is taken, and municipal clerks and their staff fall within the need for a window for greater protection; and


**WHEREAS**, the Florida Association of City Clerks is very concerned for the safety and well-being of the municipal clerks and their staff who serve the public on a daily basis and are, oftentimes, the first contact of citizens with cities; and

**NOW, THEREFORE, BE IT RESOLVED BY THE FLORIDA ASSOCIATION OF CITY CLERKS THAT:**

**SECTION 1:** The Florida Association of City Clerks hereby urges and encourages the Florida State Legislature to enact legislation to provide a public records exemption for municipal clerks and employees who perform municipal elections work or have any part in code enforcement functions of a municipality.

**SECTION 2:** A certified copy of this Resolution be sent to Governor Ron DeSantis, members of the Florida Senate, the Florida House of Representatives, and the Florida League of Cities.

**PRESENTED THIS 27TH DAY OF JANUARY 2025.**



**Patricia J. Burke, MPA, MMC, RLO**  
President-Elect, Florida Association of City Clerks  
Town Clerk-Manager, Town of Palm Shores, Florida



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A bill to be entitled  
An act relating to public records; amending s.  
119.071, F.S.; providing a public records exemption  
for the home addresses, telephone numbers, dates of  
birth, and photographs of municipal clerks and their  
staff, the names, home addresses, telephone numbers,  
dates of birth, and places of employment of the  
spouses and children of municipal clerks and their  
staff, and the names and locations of schools and day  
care facilities attended by the children of municipal  
clerks and their staff; providing for the future  
legislative review and repeal of the exemptions;  
providing for retroactive application of the  
exemptions; providing a statement of public necessity;  
providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

**Section 1. Paragraph (d) of subsection (4) of section 119.071, Florida Statutes, is amended to read:**

119.071 General exemptions from inspection or copying of public records.—

(4) AGENCY PERSONNEL INFORMATION.—

(d)1. For purposes of this paragraph, the term:

a. "Home addresses" means the dwelling location at which

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an individual resides and includes the physical address, mailing address, street address, parcel identification number, plot identification number, legal property description, neighborhood name and lot number, GPS coordinates, and any other descriptive property information that may reveal the home address.

b. "Judicial assistant" means a court employee assigned to the following class codes: 8140, 8150, 8310, and 8320.

c. "Telephone numbers" includes home telephone numbers, personal cellular telephone numbers, personal pager telephone numbers, and telephone numbers associated with personal communications devices.

2.a. The home addresses, telephone numbers, dates of birth, and photographs of active or former sworn law enforcement personnel or of active or former civilian personnel employed by a law enforcement agency, including correctional and correctional probation officers, personnel of the Department of Children and Families whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities, personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect, and personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such

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personnel; and the names and locations of schools and day care

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facilities attended by the children of such personnel are exempt

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from s. 119.07(1) and s. 24(a), Art. I of the State

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Constitution.

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b. The home addresses, telephone numbers, dates of birth,

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and photographs of current or former nonsworn investigative

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personnel of the Department of Financial Services whose duties

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include the investigation of fraud, theft, workers' compensation

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coverage requirements and compliance, other related criminal

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activities, or state regulatory requirement violations; the

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names, home addresses, telephone numbers, dates of birth, and

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places of employment of the spouses and children of such

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personnel; and the names and locations of schools and day care

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facilities attended by the children of such personnel are exempt

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from s. 119.07(1) and s. 24(a), Art. I of the State

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Constitution.

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c. The home addresses, telephone numbers, dates of birth,

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and photographs of current or former nonsworn investigative

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personnel of the Office of Financial Regulation's Bureau of

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Financial Investigations whose duties include the investigation

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of fraud, theft, other related criminal activities, or state

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regulatory requirement violations; the names, home addresses,

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telephone numbers, dates of birth, and places of employment of

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the spouses and children of such personnel; and the names and

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locations of schools and day care facilities attended by the

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children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

d. The home addresses, telephone numbers, dates of birth, and photographs of current or former firefighters certified in compliance with s. 633.408; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of such firefighters; and the names and locations of schools and day care facilities attended by the children of such firefighters are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

e. The home addresses, dates of birth, and telephone numbers of current or former justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges and current judicial assistants; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former justices and judges and current judicial assistants; and the names and locations of schools and day care facilities attended by the children of current or former justices and judges and current judicial assistants are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2028, unless reviewed and saved from repeal through reenactment by the Legislature.

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f. The home addresses, telephone numbers, dates of birth, and photographs of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors; and the names and locations of schools and day care facilities attended by the children of current or former state attorneys, assistant state attorneys, statewide prosecutors, or assistant statewide prosecutors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

g. The home addresses, dates of birth, and telephone numbers of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative Hearings, and child support enforcement hearing officers; and the names and locations of schools and day care facilities attended by the children of general magistrates, special magistrates, judges of compensation claims, administrative law judges of the Division of Administrative

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Hearings, and child support enforcement hearing officers are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

h. The home addresses, telephone numbers, dates of birth, and photographs of current or former human resource, labor relations, or employee relations directors, assistant directors, managers, or assistant managers of any local government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration, or other personnel-related duties; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

i. The home addresses, telephone numbers, dates of birth, and photographs of current or former code enforcement officers; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

j. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former

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guardians ad litem, as defined in s. 39.01; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

k. The home addresses, telephone numbers, dates of birth, and photographs of current or former juvenile probation officers, juvenile probation supervisors, detention superintendents, assistant detention superintendents, juvenile justice detention officers I and II, juvenile justice detention officer supervisors, juvenile justice residential officers, juvenile justice residential officer supervisors I and II, juvenile justice counselors, juvenile justice counselor supervisors, human services counselor administrators, senior human services counselor administrators, rehabilitation therapists, and social services counselors of the Department of Juvenile Justice; the names, home addresses, telephone numbers, dates of birth, and places of employment of spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

l. The home addresses, telephone numbers, dates of birth, and photographs of current or former public defenders, assistant

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public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel; and the names and locations of schools and day care facilities attended by the children of current or former public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant criminal conflict and civil regional counsel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

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m. The home addresses, telephone numbers, dates of birth, and photographs of current or former investigators or inspectors of the Department of Business and Professional Regulation; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such current or former investigators and inspectors; and the names and locations of schools and day care facilities attended by the children of such current or former investigators and inspectors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

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n. The home addresses, telephone numbers, and dates of birth of county tax collectors; the names, home addresses, telephone numbers, dates of birth, and places of employment of

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the spouses and children of such tax collectors; and the names and locations of schools and day care facilities attended by the children of such tax collectors are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

o. The home addresses, telephone numbers, dates of birth, and photographs of current or former personnel of the Department of Health whose duties include, or result in, the determination or adjudication of eligibility for social security disability benefits, the investigation or prosecution of complaints filed against health care practitioners, or the inspection of health care practitioners or health care facilities licensed by the Department of Health; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

p. The home addresses, telephone numbers, dates of birth, and photographs of current or former impaired practitioner consultants who are retained by an agency or current or former employees of an impaired practitioner consultant whose duties result in a determination of a person's skill and safety to practice a licensed profession; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of such consultants or their employees;

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226 and the names and locations of schools and day care facilities  
227 attended by the children of such consultants or employees are  
228 exempt from s. 119.07(1) and s. 24(a), Art. I of the State  
229 Constitution.

230 q. The home addresses, telephone numbers, dates of birth,  
231 and photographs of current or former emergency medical  
232 technicians or paramedics certified under chapter 401; the  
233 names, home addresses, telephone numbers, dates of birth, and  
234 places of employment of the spouses and children of such  
235 emergency medical technicians or paramedics; and the names and  
236 locations of schools and day care facilities attended by the  
237 children of such emergency medical technicians or paramedics are  
238 exempt from s. 119.07(1) and s. 24(a), Art. I of the State  
239 Constitution.

240 r. The home addresses, telephone numbers, dates of birth,  
241 and photographs of current or former personnel employed in an  
242 agency's office of inspector general or internal audit  
243 department whose duties include auditing or investigating waste,  
244 fraud, abuse, theft, exploitation, or other activities that  
245 could lead to criminal prosecution or administrative discipline;  
246 the names, home addresses, telephone numbers, dates of birth,  
247 and places of employment of spouses and children of such  
248 personnel; and the names and locations of schools and day care  
249 facilities attended by the children of such personnel are exempt  
250 from s. 119.07(1) and s. 24(a), Art. I of the State

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251 Constitution.

252 s. The home addresses, telephone numbers, dates of birth,  
253 and photographs of current or former directors, managers,  
254 supervisors, nurses, and clinical employees of an addiction  
255 treatment facility; the home addresses, telephone numbers,  
256 photographs, dates of birth, and places of employment of the  
257 spouses and children of such personnel; and the names and  
258 locations of schools and day care facilities attended by the  
259 children of such personnel are exempt from s. 119.07(1) and s.  
260 24(a), Art. I of the State Constitution. For purposes of this  
261 sub-subparagraph, the term "addiction treatment facility" means  
262 a county government, or agency thereof, that is licensed  
263 pursuant to s. 397.401 and provides substance abuse prevention,  
264 intervention, or clinical treatment, including any licensed  
265 service component described in s. 397.311(27).

266 t. The home addresses, telephone numbers, dates of birth,  
267 and photographs of current or former directors, managers,  
268 supervisors, and clinical employees of a child advocacy center  
269 that meets the standards of s. 39.3035(2) and fulfills the  
270 screening requirement of s. 39.3035(3), and the members of a  
271 Child Protection Team as described in s. 39.303 whose duties  
272 include supporting the investigation of child abuse or sexual  
273 abuse, child abandonment, child neglect, and child exploitation  
274 or to provide services as part of a multidisciplinary case  
275 review team; the names, home addresses, telephone numbers,

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photographs, dates of birth, and places of employment of the spouses and children of such personnel and members; and the names and locations of schools and day care facilities attended by the children of such personnel and members are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

u. The home addresses, telephone numbers, places of employment, dates of birth, and photographs of current or former staff and domestic violence advocates, as defined in s. 90.5036(1)(b), of domestic violence centers certified by the Department of Children and Families under chapter 39; the names, home addresses, telephone numbers, places of employment, dates of birth, and photographs of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

v. The home addresses, telephone numbers, dates of birth, and photographs of current or former inspectors or investigators of the Department of Agriculture and Consumer Services; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former inspectors or investigators; and the names and locations of schools and day care facilities attended by the children of current or former inspectors or investigators are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This

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sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2028, unless reviewed and saved from repeal through reenactment by the Legislature.

w. The home addresses, telephone numbers, dates of birth, and photographs of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys; the names, home addresses, telephone numbers, photographs, dates of birth, and places of employment of the spouses and children of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys; and the names and locations of schools and day care facilities attended by the children of current county attorneys, assistant county attorneys, deputy county attorneys, city attorneys, assistant city attorneys, and deputy city attorneys are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This exemption does not apply to a county attorney, assistant county attorney, deputy county attorney, city attorney, assistant city attorney, or deputy city attorney who qualifies as a candidate for election to public office. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2029, unless reviewed and saved from repeal through reenactment by the Legislature.

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x. The home addresses, telephone numbers, dates of birth, and photographs of current or former commissioners of the Florida Gaming Control Commission; the names, home addresses, telephone numbers, dates of birth, photographs, and places of employment of the spouses and children of such current or former commissioners; and the names and locations of schools and day care facilities attended by the children of such current or former commissioners are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2029, unless reviewed and saved from repeal through reenactment by the Legislature.

y. The home addresses, telephone numbers, dates of birth, and photographs of current clerks of the circuit court, deputy clerks of the circuit court, and clerk of the circuit court personnel; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current clerks of the circuit court, deputy clerks of the circuit court, and clerk of the circuit court personnel; and the names and locations of schools and day care facilities attended by the children of current clerks of the circuit court, deputy clerks of the circuit court, and clerk of the circuit court personnel are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This sub-subparagraph is subject to the

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Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2029, unless reviewed and saved from repeal through reenactment by the Legislature.

z. The home addresses, telephone numbers, dates of birth, and photographs of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks; and the names and locations of schools and day care facilities attended by the children of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This sub-subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2030, unless reviewed and saved from repeal through reenactment by the Legislature.

3. An agency that is the custodian of the information specified in subparagraph 2. and that is not the employer of the officer, employee, justice, judge, or other person specified in subparagraph 2. must maintain the exempt status of that

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information only if the officer, employee, justice, judge, other person, or employing agency of the designated employee submits a written and notarized request for maintenance of the exemption to the custodial agency. The request must state under oath the statutory basis for the individual's exemption request and confirm the individual's status as a party eligible for exempt status.

4.a. A county property appraiser, as defined in s. 192.001(3), or a county tax collector, as defined in s. 192.001(4), who receives a written and notarized request for maintenance of the exemption pursuant to subparagraph 3. must comply by removing the name of the individual with exempt status and the instrument number or Official Records book and page number identifying the property with the exempt status from all publicly available records maintained by the property appraiser or tax collector. For written requests received on or before July 1, 2021, a county property appraiser or county tax collector must comply with this sub-subparagraph by October 1, 2021. A county property appraiser or county tax collector may not remove the street address, legal description, or other information identifying real property within the agency's records so long as a name or personal information otherwise exempt from inspection and copying pursuant to this section is not associated with the property or otherwise displayed in the public records of the agency.

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CODING: Words ~~stricken~~ are deletions; words underlined are additions.

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b. Any information restricted from public display, inspection, or copying under sub-subparagraph a. must be provided to the individual whose information was removed.

5. An officer, an employee, a justice, a judge, or other person specified in subparagraph 2. may submit a written request for the release of his or her exempt information to the custodial agency. The written request must be notarized and must specify the information to be released and the party authorized to receive the information. Upon receipt of the written request, the custodial agency must release the specified information to the party authorized to receive such information.

6. The exemptions in this paragraph apply to information held by an agency before, on, or after the effective date of the exemption.

7. Information made exempt under this paragraph may be disclosed pursuant to s. 28.2221 to a title insurer authorized pursuant to s. 624.401 and its affiliates as defined in s. 624.10; a title insurance agent or title insurance agency as defined in s. 626.841(1) or (2), respectively; or an attorney duly admitted to practice law in this state and in good standing with The Florida Bar.

8. The exempt status of a home address contained in the Official Records is maintained only during the period when a protected party resides at the dwelling location. Upon conveyance of real property after October 1, 2021, and when such

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real property no longer constitutes a protected party's home address as defined in sub-subparagraph 1.a., the protected party must submit a written request to release the removed information to the county recorder. The written request to release the removed information must be notarized, must confirm that a protected party's request for release is pursuant to a conveyance of his or her dwelling location, and must specify the Official Records book and page, instrument number, or clerk's file number for each document containing the information to be released.

9. Upon the death of a protected party as verified by a certified copy of a death certificate or court order, any party can request the county recorder to release a protected decedent's removed information unless there is a related request on file with the county recorder for continued removal of the decedent's information or unless such removal is otherwise prohibited by statute or by court order. The written request to release the removed information upon the death of a protected party must attach the certified copy of a death certificate or court order and must be notarized, must confirm the request for release is due to the death of a protected party, and must specify the Official Records book and page number, instrument number, or clerk's file number for each document containing the information to be released. A fee may not be charged for the release of any document pursuant to such request.

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**Section 2.** The Legislature finds that it is a public necessity the home addresses, telephone numbers, dates of birth, and photographs of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks; and the names and locations of schools and day care facilities attended by the children of current municipal clerks and their staff, including elections filing officers, records management liaison officers, and deputy or assistant municipal clerks be made exempt from s. 119.07(1), Florida Statutes, and s. 24(a), Art. I of the State Constitution. Municipal clerks and their staff often handle sensitive information and perform critical administrative functions. Many municipal staff who perform duties that include, or result in, investigations into complaints regarding election fraud, legal enforcement of special magistrate hearings related to neglect or abuse, or other activities that could lead to a criminal prosecution are exposed to threats and other acts of violence. Protecting their personal information is essential to ensure their safety. The Legislature further finds that the harm that may result from the release of such personal identifying and

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location information outweighs any public benefit that may be

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derived from the disclosure of the information.

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**Section 3.** This act shall take effect July 1, 2025.

### Florida Association of City Clerks

Listed below are the municipalities that have adopted a resolution in support of public records exemption (as of 04/07/2025).

- [City of Alachua](#)
- [City of Aventura](#)
- [Town of Belleair](#)
- [City of Belleair Bluffs](#)
- [Town of Belleair Shore](#)
- [City of Belle Isle](#)
- [City of Bradenton Beach](#)
- [Town of Briny Breezes](#)
- [Town of Callahan](#)
- [City of Cape Canaveral](#)
- [City of Carrabelle](#)
- [City of Casselberry](#)
- [City of Chipley](#)
- [City of Clermont](#)
- [City of Coconut Creek](#)
- [City of Cooper City](#)
- [City of Dade City](#)
- [City of Davenport](#)
- [City of Daytona Beach](#)
- [City of DeLand](#)
- [City of Delray Beach](#)
- [City of Doral](#)
- [Town of Dundee](#)
- [City of Dunnellon](#)
- [City of Eagle Lake](#)

- [Town of Eatonville](#)
- [City of Fort Meade](#)
- [City of Fort Myers](#)
- [City of Gainesville](#)
- [City of Gulf Breeze](#)
- [City of Gulfport](#)
- [Town of Gulf Stream](#)
- [City of Hallandale Beach](#)
- [City of Hampton](#)
- [Town of Highland Beach](#)
- [City of Holly Hill](#)
- [Town of Howey-in-the-Hills](#)
- [Town of Indialantic](#)
- [Indian Creek Village](#)
- [City of Indian Harbour Beach](#)
- [Town of Indian Shores](#)
- [City of Lake Alfred](#)
- [City of Lake City](#)
- [City of Lake Helen](#)
- [City of Lake Worth Beach](#)
- [Town of Lauderdale-By-The-Sea](#)
- [City of Lauderdale Lakes](#)
- [City of Madeira Beach](#)
- [City of Mascotte](#)
- [City of Milton](#)
- [City of Mulberry](#)
- [City of Newberry](#)
- [City of North Miami](#)
- [Village of North Palm Beach](#)

- [Town of Ocean Ridge](#)
- [City of Okeechobee](#)
- [City of Opa-Locka](#)
- [City of Pahokee](#)
- [City of Palatka](#)
- [City of Palm Beach Gardens](#)
- [Town of Palm Shores](#)
- [Village of Palm Springs](#)
- [Town of Penney Farms](#)
- [Village of Pinecrest](#)
- [City of Sanford](#)
- [City of Sanibel](#)
- [City of Satellite Beach](#)
- [Town of Sewall's Point](#)
- [City of South Pasadena](#)
- [Town of Southwest Ranches](#)
- [City of Springfield](#)
- [Town of St. Leo](#)
- [Town of Surfside](#)
- [Village of Tequesta](#)
- [City of Vero Beach](#)
- [City of Westlake](#)
- [City of Williston](#)
- [City of Wilton Manors](#)
- [City of Zephyrhills](#)



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Resolution Number 25-28: Authorizing an Expenditure for the Water Department Office Building Generator Replacement through Tradewinds Power Corporation  
Totaling Expenditures in Excess of \$100,000

## **Introduction:**

The City's Purchasing Ordinance requires that City Commission approve purchases in excess of \$100,000. Resolution Number 25-28 authorizes the purchase of the Water Department Office Building Generator Replacement through Tradewinds Power Corporation, pushing the total cost of all Tradewinds Power Corporation purchases over \$100,000 for Fiscal Year 2024-2025.

## **Background:**

The Public Utilities Department uses products from Tradewinds Power Corporation including generators, transfer switches, and other related parts to facilitate necessary repairs and replacements to crucial infrastructure and equipment. Tradewinds Power Corporation provides consistently reliable products and is often the lowest bidder on several contracts that the City is able to purchase from, most commonly the Florida Sheriff's Association contracts. The Water Department Office Building generator is in need of replacement due to age and wear, affecting reliability. Tradewinds Power Corporation will provide the replacement generator via the Florida Sheriff's Association Bid Contract at a cost of \$61,438. The Public Utilities Department has spent a total of \$88,435.75 to date in Fiscal Year 2024-2025. The \$61,438 expenditure for the Water Department Office Building Generator Replacement will cause the total expenditures with Tradewinds Power Corporation to exceed \$100,000 for the current Fiscal Year.

## **Recommended Action:**

Staff recommends approval of Resolution Number 25-28.

## **Policy Implications:**

Not applicable.

## **Budget/Staff Impact:**

The funds for the Water Department Office Building Generator Replacement have been included in the approved Fiscal Year 2024-2025 budget as shown below:

042-8600-533-66-45	Office Generator	\$120,000
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**Prepared By:**

Olivia Luce – Administrative Assistant, Public Utilities

**Reviewed By:**

Michael Brundage – Wastewater Superintendent

Greg Dobbins – Deputy Director of Public Utilities

**Attachments:**

Resolution Number 25-28

## RESOLUTION NUMBER 25-28

### A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AUTHORIZING AN EXPENDITURE FOR THE WATER DEPARTMENT OFFICE BUILDING GENERATOR REPLACEMENT THROUGH TRADEWINDS POWER CORPORATION TOTALING EXPENDITURES IN EXCESS OF \$100,000.

**WHEREAS**, the Water Department Office Building generator is in need of replacement as the current one is aging and will become unreliable for use during emergencies; and

**WHEREAS**, Tradewinds Power Corporation is able to provide the replacement generator as the lowest bidder through the Florida Sheriff's Association Bid Contract; and

**WHEREAS**, the City's approved Fiscal Year 2024-2025 budget includes funds for the generator replacement; and

**WHEREAS**, the City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase exceeding \$100,000.

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of Eustis, Florida, as follows:

- (1) The City Commission hereby authorizes an expenditure for the Water Department Office Building Generator Replacement, totaling expenditures in excess of \$100,000 with Tradewinds Power Corporation; and
- (2) The City Commission hereby authorizes the City Manager to execute all related agreements associated with the approved purchases; and
- (3) That this resolution shall become effective immediately upon passing.

**DONE AND RESOLVED**, this 17<sup>th</sup> day of April, 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

---

Willie L. Hawkins  
Mayor/Commissioner

**ATTEST:**

\_\_\_\_\_  
Christine Halloran, City Clerk

**CITY OF EUSTIS CERTIFICATION****STATE OF FLORIDA  
COUNTY OF LAKE**

The foregoing instrument was acknowledged before, by means of physical presence, me this 17<sup>th</sup> day of April, 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

\_\_\_\_\_  
Notary Public - State of Florida  
My Commission Expires:  
Notary Serial No:

**CITY ATTORNEY'S OFFICE**

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

\_\_\_\_\_  
City Attorney's Office

\_\_\_\_\_  
Date

**CERTIFICATE OF POSTING**

The foregoing Resolution Number 25-28 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

\_\_\_\_\_  
Christine Halloran, City Clerk



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Resolution Number 25-29: Approving an Expenditure in Excess of \$100,000 for the Public Utilities 2025 Reclaimed Water Master Plan Update

## **Introduction:**

The City's Purchasing Ordinance requires that City Commission approve any purchase in excess of \$100,000. Resolution Number 25-29 authorizes an expenditure in excess of \$100,000 for the Public Utilities 2025 Reclaimed Water Master Plan Updates.

## **Background:**

The City has received a proposal from Wright-Pierce to provide study phase hydraulic modeling and CIP development services for the 2025 Reclaimed Water Master Plan Update project. This will allow the City to evaluate system limitations and update the CIP. The Scope of Services will include the following:

- Project Management Services and Meetings: includes discussion of scope and schedule, City's Level of Service goals, Reclaim Water Design Criteria for proposed infrastructure, current issues within the Eastern Reclaim Water system, success factors, information needs
- Data Collection and Site Visit: Wright-Pierce will collect and review items that are pertinent to this project and perform site visits to related locations
- Model Development and Calibration: Wright-Pierce will update the existing hydraulic model of the Eastern Service Area Reclaim System to incorporate piping improvements and will expand the model to include the Main Service Area Reclaim System
- Existing Reclaim Water Evaluations and Recommended Improvements: Wright-Pierce will use the updated hydraulic model to evaluate the ability of the Reclaim Systems to satisfy the City's Reclaim Water Level of Service goals and recommend improvements
- Future Demand Allocation, RCW Evaluations, and Recommended Improvements: Wright-Pierce will develop parcel level residential and non-residential reclaim water demands for four future planning intervals (5, 10, 15, and 20 years). Wright-Pierce will create and execute Reclaim Water System model scenarios to develop preliminary Reclaim Water improvements needed to satisfy the City's Reclaim Level of Service goals over a 20-year planning period
- Capital Improvement Plan Development: Wright-Pierce will develop a Capital Improvement Plan for the four planning intervals that summarizes the near-term and long-term projects including opinions of probable costs.
- 2025 Reclaimed Water Master Plan Update Report: Wright-Pierce will compile work performed in all tasks into a report to be provided to the City.

**Recommended Action:**

Staff recommends approval of Resolution Number 25-29.

**Policy Implications:**

Not applicable.

**Budget/Staff Impact:**

The approved Fiscal Year 2024-2025 budget has allocated funds of \$114,679 for the 2025 Reclaim Master Plan Update as shown below:

066-8600-535-68-37	Reclaim Master Plan	\$110,000
042-8400-535-30-31	Professional Services	\$4,679

**Prepared By:**

Olivia Luce – Administrative Assistant, Public Utilities

**Reviewed By:**

Greg Dobbins – Deputy Director of Public Utilities

**Attachments:**

Resolution Number 25-29

**Available Upon Request:**

Wright-Pierce Proposal

## RESOLUTION NUMBER 25-29

### A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING AN EXPENDITURE IN EXCESS OF \$100,000 FOR THE PUBLIC UTILITIES 2025 RECLAIMED WATER MASTER PLAN UPDATE.

**WHEREAS**, updates are needed for the City's existing Reclaimed Water Master Plan;  
and

**WHEREAS**, Wright-Pierce will provide the City with study phase hydraulic modeling and Capital Improvement Plan development services; and

**WHEREAS**, in accordance with the Continuing Services Agreement between Wright-Pierce and the City, they are offering these professional services at a cost of \$114,679; and

**WHEREAS**, the City's approved Fiscal Year 2024-2025 budget includes funds for the 2025 Reclaimed Master Plan Update Project; and

**WHEREAS**, the City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$100,000.

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of Eustis, Lake County, Florida, that:

- (1) The City Commission hereby authorizes an expenditure in excess of \$100,000 for the Public Utilities 2025 Reclaimed Water Master Plan Updates; and
- (2) The City Commission hereby authorizes the City Manager to execute all agreements and contracts associated with the approved purchase; and
- (3) That this resolution shall become effective immediately upon passing.

**DONE AND RESOLVED**, this 17<sup>th</sup> day of April, 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

**ATTEST:**

\_\_\_\_\_  
Willie L. Hawkins  
Mayor/Commissioner

\_\_\_\_\_  
Christine Halloran, City Clerk

**CITY OF EUSTIS CERTIFICATION****STATE OF FLORIDA  
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17<sup>th</sup> day of April, 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

\_\_\_\_\_  
Notary Public - State of Florida  
My Commission Expires:  
Notary Serial No.:

**CITY ATTORNEY'S OFFICE**

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

\_\_\_\_\_  
City Attorney's Office                      Date

**CERTIFICATE OF POSTING**

The foregoing Resolution Number 25-29 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

\_\_\_\_\_  
Christine Halloran, City Clerk



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Resolution Number 25-31: Authorizing Award of Bid Number 002-25 to Cacique Utilities for the County Road 44 Force Main Bypass Connection and Approving a Purchase in Excess of \$100,000

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## **Introduction:**

Resolution Number 25-31 authorizes award of Bid Number 002-25 to Cacique Utilities with a base bid of \$381,150 for the installation of a bypass connection from City of Eustis Lift Station 24 to the Umatilla Force Main and authorizes the City Manager to execute all agreements with Cacique Utilities to complete this project.

## **Background:**

The sewer force main exiting the City of Eustis Lift Station 24 is failing and has needed several extensive repairs in recent years due to breaks in the main line. This portion of the project will redirect the flow to an existing 16-inch force main that is capable of accommodating the additional flow, bypassing the failing portion of the sewer main. On January 18, 2024, the City Commission approved Resolution 24-09 that included a design services scope to Kimley-Horn to prepare construction design documents for the installation of a bypass connection from City of Eustis Lift Station 24 to the 16-inch Umatilla Force Main. This bypass will enable the flow from Lift Station 24 to be redirected from the existing 8-inch PVC force main located along the South side of CR 44 to the existing 16-inch force main on the North side of CR 44.

Eight bids were received by licensed contractors during the April 1, 2025 bid opening for the project. The total base bids from the eight contractors ranged from a low of \$381,150 to a high of \$684,291. City staff is confident that they received competitive pricing and reasonable bids. Cacique Utilities submitted the lowest total base bid of \$381,150. In reviewing Cacique Utilities' bid package, no deficiencies were noted. The City's Purchasing Policies require that City Commission approve any purchase that exceeds \$100,000.

## **Recommended Action:**

Staff recommends approval of Resolution Number 25-31.

## **Policy Implications:**

N/A

**Budget/Staff Impact:**

The approved Fiscal Year 2024-2025 budget has allocated funds of \$420,000 for the County Road 44 Force Main Bypass Connection as shown below:

042-8600-535-66-16	CR 44 Force Main	\$420,000
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**Prepared By:**

Olivia Luce – Administrative Assistant, Public Utilities  
Daniel Millan – Staff Engineer, Engineering Department

**Reviewed By:**

Greg Dobbins – Deputy Director of Public Utilities

**Attachment(s):**

Resolution Number 25-31

**Available Upon Request:**

Bid Tabs  
Cacique Utilities Bid Documents

**RESOLUTION NUMBER 25-31****A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, AUTHORIZING AWARD OF BID NUMBER 002-25 TO CACIQUE UTILITIES FOR THE COUNTY ROAD 44 FORCE MAIN BYPASS CONNECTION AND APPROVING A PURCHASE IN EXCESS OF \$100,000.**

**WHEREAS**, the City's approved Fiscal Year 2024-2025 Capital Improvement Budget includes funds for the County Road 44 Force Main Bypass Connection; and

**WHEREAS**, the County Road 44 Force Main Bypass Connection will eliminate the need for excessive repairs of the currently failing force main exiting City of Eustis Lift Station 24; and

**WHEREAS**, the City of Eustis, Florida advertised invitations to bid (City of Eustis Bid Number 002-25) for the County Road 44 Force Main Bypass Connection Project in accordance with City Purchasing Policies; and

**WHEREAS**, the City received and opened eight (8) individual responses to said Invitation to Bid, on Tuesday, April 1, 2025; and

**WHEREAS**, Cacique Utilities is the lowest responsive, responsible bidder for the construction plans and possesses the required qualifications to perform the construction services necessary and to provide products and equipment as noted in the design specifications; and

**WHEREAS**, City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$100,000.

**NOW, THEREFORE, BE IT RESOLVED** by the City Commission of the City of Eustis, Lake County, Florida, that:

- (1) The City Commission hereby authorizes the award of Bid Number 002-25 to Cacique Utilities in the amount of \$381,150 for the County Road 44 Force Main Bypass Connection Project; and
- (2) The City Commission hereby authorizes the City Manager to execute all agreements and contracts associated with the approved purchase; and
- (3) This resolution shall become effective immediately upon passing.

**DONE AND RESOLVED**, this 17<sup>th</sup> day of April, 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

---

Willie L. Hawkins  
Mayor/Commissioner

**ATTEST:**

\_\_\_\_\_  
Christine Halloran, City Clerk

**CITY OF EUSTIS CERTIFICATION****STATE OF FLORIDA  
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17<sup>th</sup> day of April, 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

\_\_\_\_\_  
Notary Public - State of Florida  
My Commission Expires:  
Notary Serial No:

**CITY ATTORNEY'S OFFICE**

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

\_\_\_\_\_  
City Attorney's Office

\_\_\_\_\_  
Date

**CERTIFICATE OF POSTING**

The foregoing Resolution Number 25-31 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

\_\_\_\_\_  
Christine Halloran, City Clerk



# City of Eustis

Economic Development Department

P.O. Drawer 68 • Eustis, Florida 32727 • (352) 484-5430

Item 7.1

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: APRIL 17, 2025

RE: Resolution Number 25-32: Amending The City Of Eustis 2016  
Redevelopment Plan By Adopting The 2025 Downtown Master Plan Final  
Draft

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## Overview

The Downtown Master Plan provides a conceptual context to guide future growth and development. It outlines future land uses, building projects, community improvements and enhancements. The proposed development options included in the Master Plan are based on the City's uniqueness, which was derived from public input, analysis of planning initiatives, existing development, physical characteristics, and social and economic conditions.

## Background

At the March 6, 2025 CRA Board Meeting, members voted to approve the Downtown Master Plan and send it to the City Commission for further consideration. At its March 20 meeting, Commissioners voted to hold a workshop on the Master Plan prior to making a final decision. At that April 5 Workshop, the consensus of the City Commission was to consider amending the City of Eustis 2016 Redevelopment Plan by adopting the 2025 Downtown Master Plan Final Draft.

The master planning process was initiated with the issuance of an RFQ on July 8, 2022 to find candidates to develop the 4.58 acre former Waterman Hospital Site in downtown Eustis. Two companies responded to the solicitation and a City staff review committee selected G3C2 for the project.

While the initial focus of development in the city core is the former Waterman Hospital Site, generating a broad perspective of other development/redevelopment opportunities in the downtown was set as part of the scope of work. Representatives of G3C2 along with City staff interviewed GAI and MIG for the assignment. MIG was selected as the firm that would produce a Downtown Master Plan.

The Eustis Downtown Master Plan marks a pivotal step toward revitalizing the city center while preserving its unique charm. With a clear vision in place, once the plan has been approved, the CRA Board can focus on the implementation phase, addressing infrastructure needs, development projects, and funding strategies. Ongoing community input will help guide details and ensure alignment with local values. As the project moves closer to construction, collaboration between all stakeholders will be key to transforming the Downtown Master Plan vision into a vibrant, sustainable downtown for Eustis.

## Conclusion:

Having been approved by the CRA Board, workshopped by City Commission, and produced with broad community input, the Downtown Master Plan will guide future development in the City center, ensuring a cohesive vision that aligns with existing goals and priorities.

**Action Requested:**

Approve Resolution Number 25-32.

**Prepared by:**

Al Latimer, Economic Development Director

**Attachments:**

Resolution 25-32 with Attached 2025 Downtown Master Plan Final Draft

**RESOLUTION NUMBER 25-32****A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY FLORIDA, AMENDING THE CITY OF EUSTIS 2016 REDEVELOPMENT PLAN BY ADOPTING THE 2025 DOWNTOWN MASTER PLAN FINAL DRAFT; AUTHORIZING IMPLEMENTATION OF THE PLAN; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 90-39, finding of necessity, to create a community redevelopment district in accordance with Florida Statutes 163, Part III; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 90-40, finding a need to create a community redevelopment agency in accordance with Florida Statutes 163, Part III; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 90-41 to create the Downtown and East Town Redevelopment Agency; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 90-42 to establish a Redevelopment Trust Fund for the Downtown and East Town Redevelopment Area; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 95-20 to amend the 1990 Eustis Redevelopment Plan to include new goals and design features and the Eustis Waterfront Redevelopment Plan 1995; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 98-18 to amend the 1990 Eustis Redevelopment Plan to include the Eustis Main Street Preservation Plan and Commercial Facade Guidelines; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 04-73 to designate the Eustis Community Redevelopment Area as the Downtown and East Town Economic Enhancement District in Eustis and as a Brownfields Area for environmental remediation, rehabilitation, and economic development in accordance with Sections 376.77-376.85, Florida Statutes; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 08-42 for the Eustis Downtown Master Plan; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 09-45 to amend the 1990 Eustis Redevelopment Plan to include the 2009 Community Redevelopment Strategic Action Plan consisting of the City of Eustis East CRA Master Plan and the City of Eustis Downtown Master Plan; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 16-100 (the City of Eustis 2016 Redevelopment Plan) to update and amend the plan to address ongoing redevelopment needs in the Community Redevelopment Area, and to extend the time for 30 years in order to complete a number of projects; and

**WHEREAS**, the City Commission of the City of Eustis adopted Resolution Number 18-35, approving the City of Eustis Downtown and East Town CRA Expansion Finding of Necessity report to facilitate the expansion of the CRA's western geographic boundary; and

**WHEREAS**, proper and timely notice has been given to the public and to each taxing authority which levies ad valorem taxes on taxable real property lying within the geographic boundaries of the Downtown and East Town Redevelopment Area, and no objections have been received from Lake County to the acts of the City of Eustis in this Resolution; and

**WHEREAS**, the Local Planning Agency has held a public hearing, and has reviewed and approved the City of Eustis Downtown & East Town CRA Expansion Plan attached hereto as Exhibit "A" and has provided its written recommendations thereon; and

**WHEREAS**, the Eustis Community Redevelopment Agency has recommended to the Eustis City Commission that the City of Eustis adopt the 2025 Downtown Master Plan Final Draft and that the 2016 Community Redevelopment Plan be amended to include the 2025 Downtown Master Plan Final Draft; and

**WHEREAS**, Eustis City Commission held a workshop on April 5, 2025 to review and discuss the Downtown Master Plan;

**WHEREAS**, the City Commission has scheduled a timely public hearing to consider adoption of this Resolution.

**NOW, THEREFORE BE IT RESOLVED** by the City Commission of the City of Eustis as follows:

**SECTION 1:** The recitals set forth above are hereby adopted as legislative findings of the City Commission of the City of Eustis.

**SECTION 2:** That the City of Eustis 2016 Redevelopment Plan is hereby amended to include the 2025 Downtown Master Plan Final Draft hereto attached as Exhibit "A".

**SECTION 3:** Conflicts: All Resolutions that are in conflict with this Resolution are hereby repealed, vacated and nullified.

**SECTION 4:** Severability: If any section, sentence, phrase, word or portion of this Resolution is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word or portion of this Resolution not otherwise determined to be invalid, unlawful or unconstitutional.

**SECTION 5:** Effective Date: This Resolution shall become effective immediately upon adoption.

**DONE AND RESOLVED** this 17th day of April, 2025, in a regular session of the City Commission, City of Eustis, Florida.

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

\_\_\_\_\_  
Willie L. Hawkins  
Mayor/Commissioner

**ATTEST:**

\_\_\_\_\_  
Christine Halloran, City Clerk

**CITY OF EUSTIS CERTIFICATION**

**STATE OF FLORIDA  
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17<sup>th</sup> day of April, 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

\_\_\_\_\_  
Notary Public - State of Florida  
My Commission Expires:  
Notary Serial No:

**CITY ATTORNEY'S OFFICE**

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

\_\_\_\_\_  
City Attorney's Office

\_\_\_\_\_  
Date

**CERTIFICATE OF POSTING**

The foregoing Resolution Number 25-32 is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

\_\_\_\_\_  
Christine Halloran, City Clerk  
Resolution Number 25-32: Adopt 2025 Downtown Master Plan  
Page 3 of 3

\_\_\_\_\_  
Date



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION  
 FROM: TOM CARRINO, CITY MANAGER  
 DATE: APRIL 17, 2025  
 RE: **SECOND READING**  
 Ordinance Number 25-01: Amendment to Chapters 102 and 109 of the Land Development Regulations

## Introduction:

After conducting a workshop related to the Land Development Regulations with the consultant, Kimley-Horn in November 2024, the City Commission instructed the Planning staff to bring back proposed language to assist it with regulating and controlling locations for self-service storage facilities. Additionally, the City Commission also expressed a desire to require a pre-application community meeting for certain development projects.

On February 20, 2025, following an initial presentation to the Local Planning Agency (LPA) of a proposed ordinance, the LPA requested City staff and the City Attorney review additional uses for inclusion in the City's Use Regulations Table. The additional uses subsequently reviewed were for retail smoke shops (inclusive of hookah lounges), tattoo establishments, massage establishments and medical marijuana dispensaries.

Ordinance Number 25-01 amends the Land Development Regulations, Chapter 102, Section 102-11 (b) Community Meeting and Chapter 109, Section 109-4 Use Regulations Table to provide for consistency with the Comprehensive Plan and clarify the City Commission's legislative intent.

On April 3, 2025, City Commission approved first reading of Ordinance Number 25-01.

## Recommended Action:

The administration recommends approval of Ordinance Number 25-01.

## Background:

Periodic revisions and updates to the Land Development Regulations provide for consistency with the Comprehensive Plan and clarify the City Commission's legislative intent.

**Chapter 102, Section 102-11(b) Community Meeting: Amend the Community Meeting section to require a number of development applications to hold a Pre-Application Community Meeting for the following development applications:**

1. *Residential subdivisions with more than 10 lots;*
2. *Mixed Use and Multi-Family developments on projects greater than 5 dwelling units per acre;*
3. *Proposed commercial projects with buildings over 50,000 square feet in size;*
4. *Any planned unit development (PUD); and*

**5. Any Future Land Development District change on properties over 4 acres (not an annexation application).**

Item 7.2

**Chapter 109, Section 109.4. Use Regulations Table: Amend the Use Regulations Table (Section 109.4) to add the following sections to include definitions and requirements for the following uses, which were not a part of the City's LDRs:**

- Section 109.4.1. - "Retail Smoke Shop".
- Section 109.4.2. - "Tattoo Establishment."
- Section 109.4.3. - "Massage Establishment."

**Chapter 109, Section 109.4. Use Regulations Table: Amend the Use Regulations Table (Section 109.4) as follows:**

- **Add "Massage Establishments" as conditional use in the General Commercial (GC), General Industrial (GI), Central Business District (CBD), Residential Office Transitional (RT), Mixed Commercial Residential, (MCR), and Mixed Commercial Industrial (MCI) land use districts.**
- **Add "Retail Smoke Shop" as conditional use in the General Commercial (GC), General Industrial (GI), and Mixed Commercial Industrial (MCI) land use districts.**
- **Remove "Self-service Storage" as a permitted use in the General Commercial (GC) land use district and make it a conditional use only in the General Industrial (GI) land use district.**
- **Add "Tattoo Establishments" as a permitted use in the General Commercial (GC), General Industrial (GI), and as a conditional use in the Central Business District (CBD), Residential Office Transitional (RT), Mixed Commercial Residential, (MCR), and Mixed Commercial Industrial (MCI) land use districts.**

	Residential				Commercial & Industrial		Mixed Use				Other			
Specific Use	RR	SR	UR	MH	GC	GI	CBD	RT	MCR	MCI	PI	AG	CON	Standards
<b>KEY: P = Permitted Use L=Permitted Subject to limitations in Standards Column C= Conditional Use Blank = Not Permitted</b>														
Food & beverage store/ incl. alcohol				L	P		P	C	P	P	L			1, 9
Hotel					P		P	C	P	P				
Massage Establishment					C	C	C	C	C	C				
Mobile vendor					P	P	L, C		P	P				14
Outdoor kennel					C	P			C	C		P		
Package store					P		P	C	P	P				
Parking, commercial					P		P	C	P	P	L			9
Pharmacy					P	C	P	C	P	P				
Restaurant, no drive-thru				L	P		P	C	P	P	L			1, 9
Restaurant with drive-thru					P		C	C	P	P				
Retail sales & service				L	P	C	P	C	P	P	L			1, 9
Retail Smoke Shop					C	C				C				
Self-service storage						C								
Tattoo Establishment					P	P	C	C	C	C				

**Community Input**

Development Services has properly advertised the ordinance and there is an opportunity for community input at the public hearing.

**Budget / Staff Impact:**

None

**Prepared By:**

Mike Lane, AICP, Development Services Director

Revised by Sasha Garcia, City Attorney

**Attachments:**

Ordinance Number 25-01

Pre-Application Community Meeting Instructions

## ORDINANCE NUMBER 25-01

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT REGULATIONS AS FOLLOWS: (1) AMENDING SECTION 102-11(b): COMMUNITY MEETING; (2) ADDING SUBSECTIONS TO SECTION 109.4-USE REGULATIONS TABLE TO INCLUDE DEFINITIONS AND REQUIREMENTS FOR THE FOLLOWING USES: "RETAIL SMOKE SHOP," "TATTOO ESTABLISHMENT," AND "MASSAGE ESTABLISHMENT"; AMENDING SECTION 109.4 – USE REGULATIONS TABLE TO ADD AS A CONDITIONAL AND/OR PERMITTED USE THE FOLLOWING USES: "SELF-SERVICE STORAGE," "RETAIL SMOKE SHOP," "TATTOO ESTABLISHMENT," AND "MASSAGE ESTABLISHMENT"; PROVIDING FOR APPLICABLE LEGISLATIVE FINDINGS; PROVIDING FOR CODIFICATION, SCRIVENER'S ERROR, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to the municipal powers granted by Article VIII of the Constitution of the State of Florida and Chapter 166, Florida Statutes, the City of Eustis may exercise all available governmental, corporate, and proprietary powers except when prohibited by law; and

**WHEREAS**, on July 16, 2009 the City Commission adopted revised Land Development Regulations under Ordinance 09-33 which have since been amended from time to time as necessary to periodically review, revise and update the Land Development Regulations; and

**WHEREAS**, the Local Planning Agency held a public hearing on April 3, 2025 where it reviewed the proposed revisions to the Land Development Regulations, found them to be in compliance with the City's Comprehensive Plan, and recommended forwarding this Ordinance to the City Commission for its consideration; and

**WHEREAS**, the proposed amendment to Section 102-11(b) – Community Meetings render this component mandatory for certain new developments to aid in fostering cooperation and communication between neighbors; and

**WHEREAS**, the proposed amendment to Section 109.4 – Use Regulations Table adds subsections for term definitions and requirements which are currently not provided for in the Land Development Code as follows:

Section 109.4.1. - "Retail Smoke Shop". This subsection is added in compliance with Florida law permitting municipalities to establish requirements and locational restrictions for this use.

Section 109.4.2. - “Tattoo Establishment.” This subsection is added in compliance with Section 381.00791 of the Florida Statutes and complies with the constitutional protections afforded to freedom of expression in *Buehrle v. City of Key West* (U.S. Supreme Ct. 2015)

Section 109.4.3. “Massage Establishment.” This subsection is added in compliance with Section 480.052 of the Florida Statutes.

**WHEREAS**, the proposed amendments provide for conditional and/or permitted uses for self-service storage, retail smoke shop, tattoo establishment and massage establishment as shown in the amended uses table.

**WHEREAS**, the City Commission finds the proposed revisions necessary to provide consistency with the Comprehensive Plan, clarify its legislative intent and approval of this Ordinance is in the interests of the public health, safety, and welfare and to foster economic growth.

**NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS THE FOLLOWING:**

Section 1. The foregoing whereas clauses are true and correct and adopted as the legislative and administrative findings of the City Commission and made a specific part of this Ordinance.

Section 2. Chapter 102 - Administration and Enforcement, section 102-11 entitled “General Procedures for Development Approval” is amended to read as follows:

\*\*\*

### **Section 102-11 – General Procedures for Development Approval**

(a) Pre-application conference. Prior to filing for any development approval, the applicant is encouraged to meet with the development services director and/or other appropriate city staff to discuss the development review process. The purpose of the conference is to acquaint the applicant with the requirements and procedures of the land development regulations and to determine the appropriate application process as provided for in this chapter. No person may rely upon any comment concerning a proposed development, or any expression of any nature about the proposal made by any participant at the pre-application conference as a representation or implication that the proposal will be ultimately approved or rejected in any form.

(1) A pre-application conference is ~~encouraged~~ required for all submittals, ~~especially including~~ the following:

- a. All new developments except:
  1. Subdivisions with less than ~~25~~ 10 lots, or
  2. Conditional uses of accessory structures or home occupations.

3. Change of use within an existing structure resulting in no increase in intensity/traffic.

b. Redevelopment resulting in an increase in square footage as set forth in Section 102-19 of these land development regulations.

c. Any PUD.

d. Any mixed-use and/or multi-family project resulting in a residential density of five (5) dwelling units per acre or greater.

e. A required pre-application conference with Development Services may be waived by the Development Services Director or staff designee, provided reasonable justification is provided by an applicant.

(2) The recommended submittal requirements for review at the pre-application conference are as follows:

a. A map showing the general location of the property.

b. An aerial map of the property.

c. A boundary survey or other scaled delineation of the parcel.

d. A map of the land use designations for the site and the surrounding area within 500 feet of the property.

e. A map of the design district designations for the site and the surrounding area within 500 feet of the property, including existing and proposed streets.

f. A conceptual layout (if applicable).

(3) During the pre-application conference, the director may waive submittal requirements under these land development regulations, if, in the director's opinion, the submittal requirements are unnecessary based upon the size, nature, and complexity of the proposal.

**(b) Community Meeting.**

(1) Generally. To increase community awareness and participation, applicants seeking specified types of developments ~~are encouraged to~~ shall hold a pre-application community meeting to address community concerns related to the proposed development prior to submittal of the application.

a. A Pre-Application Community Meeting is ~~especially important~~ required for the following ~~proposed~~ development applications:

1. Residential subdivisions with more than 10 lots, ~~especially those requesting a density variation greater than 25 percent under section 115-3.3(a)(1).~~

2. ~~Multi~~ Mixed-use developments (including multi-family) for those properties greater than 5 dwelling units per acre.

3. ~~Conditional uses.~~

~~3. Proposed commercial and industrial projects with buildings over 50,000 square feet in size uses adjacent to residential land use properties.~~

4.5. Any PUD.

~~5.6. Design-district change Any Future Land Use Map Amendment on properties over 4 acres~~ (requested by a property owner and not initiated by the City or required because of annexation).

~~7. Comprehensive plan amendment.~~

(2) The recommended submittal requirements for review at the Pre-Application Community Meeting are as follows:

- a. A map showing the general location of the property.
- b. An aerial map of the property.
- c. A boundary survey or other scaled delineation of the parcel.
- d. A map of the future land use designations for the site and the surrounding area within 500 feet of the property.
- ~~e. A map of the design-district designations for the site and the surrounding area within 500 feet of the property, including proposed streets.~~
- ~~f.~~ A conceptual site plan or lot layout (if applicable) that includes the following:
  - 1. Number and type of dwelling units and lot sizes if applicable.
  - 2. Total acreage.
  - 3. Total developable acreage (total acreage less water bodies and wetlands).
  - 4. Total open space required and provided.
  - 5. Net density calculation.
  - 6. Required buffers.
  - 7. Requested waivers.
  - 8. Vehicular and pedestrian connections and access points.

(3) City staff must approve the time and location for the Pre-Application Community Meeting.

(4) ~~City staff~~ Developer or his/her representative shall prepare a report summarizing the attendance and discussion at the Pre-Application Community Meeting within 30 days of the meeting and submit it to the Planning staff during their initial submittal.

(5) The applicant shall include the City's report with its application.

\*\*\*

Section 3. Chapter 109.4 - Use Regulations Table is hereby amended to add the following sections:

**Sec. 109.4.1. – Retail smoke shop.**

(a) *Purpose and Intent.* Florida law provides for a comprehensive state licensing and regulatory framework for the sale of nicotine and tobacco products, including vaping devices. The purpose of this section is to establish land development regulations for the permitting requirements and locational restrictions for retail smoke shops consistent with Florida law.

(b) *Definitions.*

When used in this section, the following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

*Retail smoke shop.* A commercial retail or wholesale establishment fully enclosed primarily engaged in selling tobacco, tobacco products and accessories for such products. This definition includes hookah lounges which generate vapor as defined herein. Smoke shop accessories may include but are not limited to e-cigarettes, vaporizers, hookahs, bongs, cigarette papers or wrappers, rolling machines, and other similar paraphernalia not enumerated.

*Vapor* means aerosolized or vaporized nicotine, or other aerosolized or vaporized substance produced by a vapor-generating device or exhaled by the person using such a device.

*Vaping* means to inhale or exhale vapor produced by a vapor-generating electronic device or to possess a vapor-generating electronic device while that device is actively employing an electronic, a chemical, or a mechanical means designed to produce vapor or aerosol from a nicotine product or any other substance. The term does not include the mere possession of a vapor-generating electronic device.

(c) *Business Tax Receipt.* It shall be unlawful for any person in the city to engage in, follow or practice, or attempt to engage in, follow or practice the business, profession

or occupation of retail smoke shops unless such person or entity has first obtained a business tax receipt issued by city.

(d) *Separation Requirements.*

- (1) The proposed site shall be at least 528 feet from any other such use.
- (2) The proposed site shall be at least 528 feet from the nearest house of worship, school (public or private), childcare center, library, or public park.
- (3) The separation requirements set forth above shall be measured by following the shortest route of ordinary fare from the nearest point of the parcel of the proposed retail smoke shop establishment to the other parcel.

(a) *Uses Permitted Conditionally.*

- (1) Retail smoke shops are subject to approval of a Conditional Use permit in accordance with the City Code of Ordinance and Land Development Regulations as applicable in the following: GC, GI and MCI subject to the requirements of this section.
- (2) Existing establishments in operation and legally established by the effective date of this section shall not be required to submit a conditional use permit application and the current use shall be deemed a legal nonconforming use.
- (3) The requirements in this section shall apply to all new establishments once this section is adopted.

**Sec. 109.4.2. – Tattoo establishment.**

- (a) *Purpose and Intent.* The purpose of this section is to limit the number and location of tattoo establishments within City boundaries in order to address the commercial nature of this practice; acknowledge risks posed to the health, safety and welfare of the residents of the City and the visiting public; recognize this is an adult-oriented practice with specific legal limitations for underage customers; aid in the reduction of the incidence of disease and land use incompatibilities. These goals are not in contradiction to and shall fully support the constitutional protections afforded to this practice as a First Amendment expression within the legal framework established by law.
- (b) *Applicable Law.* Chapter 381 of the Florida Statutes, specifically sections 381.00771 through 381.00791, as may be amended from time to time, are hereby adopted and incorporated in this section by reference.

- (c) *Definitions.* The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Tattoo* means a mark or design made on or under the skin of a human being by a process of piercing and ingraining a pigment, dye, or ink in the skin.

*Tattoo artist* means a person licensed under ss. 381.00771-381.00791 to practice tattooing.

*Tattoo establishment* means any permanent location, place, area, structure, or business where tattooing is performed.

- (d) *Application.* Application of ss. 381.00771-381.00791; exemption per s. 381.00773.

(1) Except for s. 381.00787, which applies to all persons, ss. 381.00771-381.00791 do not apply to a person licensed to practice medicine or dentistry under chapter 458, chapter 459, or chapter 466 who performs tattooing exclusively for medical or dental purposes.

(2) Sections 381.00771-381.00791 apply exclusively to the tattooing of human beings and do not apply to the tattooing of any animal.

- (e) *Visibility of Tattooing.* Tattooing shall not be visible from a public right-of-way, public land, public open space or any private property open to the public, including common areas.

- (f) *Business Tax Receipt.* It shall be unlawful for any person in the city to engage in, follow or practice, or attempt to engage in, follow or practice the business, profession or occupation of a tattoo establishment unless such person or entity has first obtained a business tax receipt issued by city.

- (g) *Separation Requirements.*

(1) The proposed site shall be at least 528 feet from any other such use.

(2) The proposed site shall be at least 528 feet from the nearest house of worship, school (public or private), childcare center, library, or public park.

(3) The separation requirements set forth above shall be measured by following the shortest route of ordinary fare from the nearest point of the parcel of the proposed tattoo establishment to the other parcel.

- (h) *Uses Permitted Conditionally.*

(1) Tattoo establishments are permissible use in GC, GI subject to the requirements of this section.

- (2) Tattoo establishments are subject approval of a Conditional Use permit in accordance with the City Code of Ordinance and Land Development Regulations as applicable in the following: CBD, RT, MCR, MCI subject to the requirements of this section.
- (3) Existing establishments in operation and legally established by the effective date of this section shall not be required to submit a conditional use permit application and the current use shall be deemed a legal nonconforming use.
- (4) The requirements in this section shall apply to all new message establishments once this section is adopted.

**Sec. 109.4.3. – Massage establishment.**

- (a) *Purpose and Intent.* Florida law recognizes that the practice of massage therapy is potentially dangerous to the public in that massage therapists must have a knowledge of anatomy and physiology and an understanding of the relationship between the structure and the function of the tissues being treated and the total function of the body. Massage therapy is a therapeutic health care practice, and regulations are necessary to protect the public from unqualified practitioners. Florida law has deemed necessary in the interest of public health, safety, and welfare to regulate the practice of massage therapy in the state; however, restrictions shall be imposed to the extent necessary to protect the public from significant and discernible danger to health and yet not in such a manner which will unreasonably affect the competitive market.
- (b) *Adoption of “Massage Therapy Practice Act.”* Chapter 480 of the Florida Statutes, as may be amended from time to time, is hereby adopted and incorporated in this section by reference.
- (c) *Definitions.* The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Massage establishment* means a site or premises, or portion thereof, wherein a massage therapist practices massage therapy.

*Massage therapy* means the manipulation of the soft tissues of the human body with the hand, foot, knee, arm, or elbow, regardless of whether such manipulation is aided by hydrotherapy, including colonic irrigation, or thermal therapy; any electrical or mechanical device; or the application to the human body of a chemical or herbal preparation.

*Massage therapist* means a person licensed as required by this act, who performs massage therapy, including massage therapy assessment, for compensation.

- (d) *Section Applicability.* Nothing in this section shall be construed as applying to State of Florida licensed barbers, cosmetologists, manicurists, pedicurists, physical therapists' assistants, midwives, practical nurses, agents, servants or employees in licensed hospitals or nursing home or other licensed medical institutions, licensed physicians, osteopaths, chiropractors, podiatrists, naturopathic physicians or other licensed medical practitioners, or their agents, servants, or employees acting in the course of such agency, service or employment under the supervision of the licensee.
- (e) *Business Operating Hours.* Unless an enumerated exception in Section 480.0475, Florida Statutes applies, it shall be unlawful for a massage establishment to operate between the hours of midnight and 5:00 a.m.
- (f) *Business Tax Receipt.* It shall be unlawful for any person in the city to engage in, follow or practice, or attempt to engage in, follow or practice the business, profession or occupation of massage therapy unless such person or entity has first obtained a business tax receipt issued by city.
- (g) *Annual inspections; prosecution of violations.* The City Code Enforcement Department inspectors are authorized to, at least once a year and at such other time that may be necessary or expedient to enter upon any premises where a massage establishment is maintained in the city to inspect such establishment for compliance with Florida law, including Chapter 480 of the Florida Statutes and any other applicable law for the purposes of enforcing the provisions of this section.
- (h) *Uses Permitted Conditionally.*
  - (1) Massage establishments are permissible uses in GC, GI, CBD, RT, MCR, MCI subject to the requirements of this section and subject to approval of a Conditional Use permit in accordance with the City Code of Ordinance and Land Development Regulations as applicable.
  - (2) Existing establishments in operation and legally established by the effective date of this section shall not be required to submit a conditional use permit application and the current use shall be deemed a legal nonconforming use.
  - (3) The requirements in this section shall apply to all new message establishments once this section is adopted.

\*\*\*

**Section 4.** Section 109.4 Use Regulations Table is hereby amended as follows:

	Residential				Commercial & Industrial		Mixed Use				Other			
Specific Use	RR	SR	UR	MH	GC	GI	CBD	RT	MCR	MCI	PI	AG	CON	Standards
<b>KEY: P = Permitted Use L=Permitted Subject to limitations in Standards Column C= Conditional Use Blank = Not Permitted</b>														
Food & beverage store/ incl. alcohol				L	P		P	C	P	P	L			1, 9
Hotel					P		P	C	P	P				
Massage Establishment					C	C	C	C	C	C				
Mobile vendor					P	P	L, C		P	P				14
Outdoor kennel					C	P			C	C		P		
Package store					P		P	C	P	P				
Parking, commercial					P		P	C	P	P	L			9
Pharmacy					P	C	P	C	P	P				
Restaurant, no drive-thru				L	P		P	C	P	P	L			1, 9
Restaurant with drive-thru					P		C	C	P	P				
Retail sales & service				L	P	C	P	C	P	P	L			1, 9
Retail Smoke Shop					C	C				C				
Self-service storage						C								
Tattoo Establishment					P	P	C	C	C	C				

**Section 5.** Any typographical errors that do not affect the intent of this Ordinance may be corrected with notice to and authorization of the City Attorney and City Manager without further process.

**Section 6.** That it is the intention of the City of Eustis that the provisions of this ordinance shall become and be made a part of the City of Eustis Code of Ordinances and that the sections of this Ordinance may be renumbered or re-lettered and the word "Ordinance" may be changed to "Section", "Article", or other such appropriate word or phrase to accomplish such intentions.

**Section 7.** That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

**Section 8.** That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

**Section 9.** That this Ordinance shall become effective immediately on passing.

**PASSED, ORDAINED AND APPROVED** in Regular Session of the City Commission of the City of Eustis, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

\_\_\_\_\_  
WILLIE L. HAWKINS  
Mayor/Commissioner

**ATTEST:**

\_\_\_\_\_  
Christine Halloran, City Clerk

**CITY OF EUSTIS CERTIFICATION**

**STATE OF FLORIDA  
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me by means of physical presence this 17<sup>th</sup> day of April, 2025 by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

\_\_\_\_\_  
Notary Public – State of Florida  
My Commission Expires: \_\_\_\_\_  
Notary Serial No. \_\_\_\_\_

**CITY ATTORNEY'S OFFICE**

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

\_\_\_\_\_  
City Attorney's Office

\_\_\_\_\_  
Date

**CERTIFICATE OF POSTING**

The foregoing Ordinance Number 25-01 is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

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Christine Halloran, City Clerk



# City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: April 17, 2025

RE: Explanation of Ordinances 25-03, 25-04 and 25-05 Explanation of Ordinances For Annexation of Parcels with Alternate Keys 1097070 and 1094712

Ordinance Number 25-03: Voluntary Annexation  
 Ordinance Number 25-04: Comprehensive Plan Amendment  
 Ordinance Number 25-05: Design District Assignment

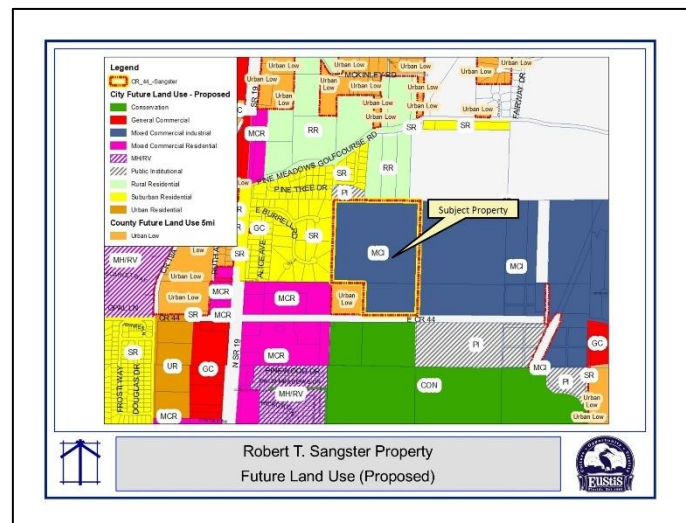
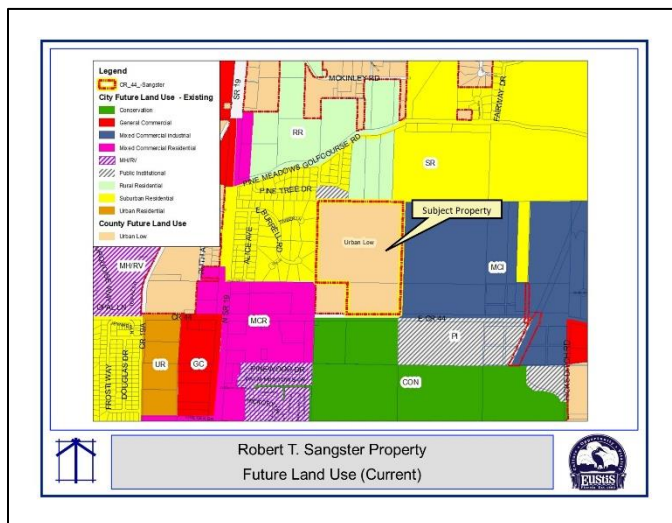
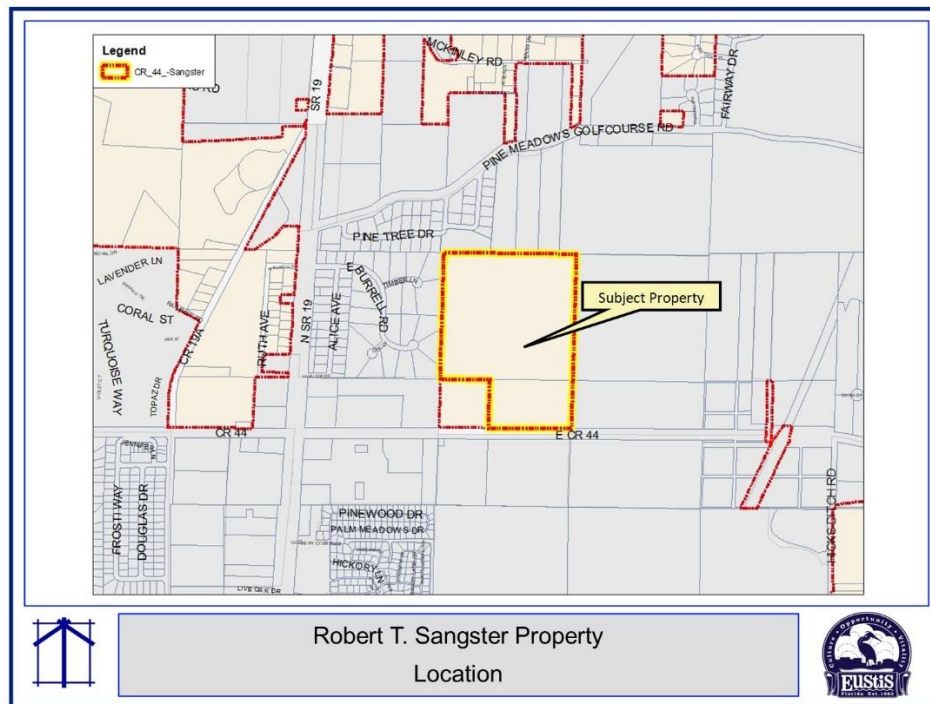
**FIRST READING**  
 Ordinance Number 25-03: Voluntary Annexation of Parcels with Alternate Keys 1097070 and 1094712

## **Introduction:**

Ordinance Number 25-03 provides for the voluntary annexation of approximately 49.5 acres located north of County Road 44 and east of State Road 19. Provided the City Commission approves annexation of the subject property, Ordinance Number 25-04 would change the future land use designation from Urban Low in Lake County to Mixed Commercial Industrial (MCI) in the City of Eustis. If the City Commission denies Ordinance Number 25-03, there can be no consideration of Ordinance Numbers 25-04 (2025-CPLUS-01) and 25-05 (2025-DD-01 - Design District Assignment).

## **Background:**

1. The site consists of two parcels, encompassing approximately 49.5 acres, located north of County Road 44 and east of State Road 19, within the Eustis Joint Planning Area.
2. The site is entirely contiguous with the City on all sides.
3. The current Lake County land use designation for the site is Urban Low (allowing 4 dwelling units per acre). However, if Ordinance Number 25-04 is approved, the designation will be changed to Mixed Commercial Industrial (MCI) within the City of Eustis.
4. The parcels are currently vacant and undeveloped, featuring pole barns.
5. The County Zoning for the property is R-6 (Urban Residential), which permits medium-density single-family and multi-family development under Lake County Urban Residential Zoning regulations.
6. The applicant seeks the MCI (Mixed Commercial/Industrial) land use designation to support a combination of warehousing and commercial vehicle parking activities.



Surrounding properties have the following land use designations:

Site	Vacant	Urban Low (Lake County)	N/A
North	Single-family residential	SR and RR	Rural Neighborhood
South	Trout Lake Nature Center	CON	Conservation
East	Vacant	MCI	Suburban Corridor/Rural Neighborhood
West	Single-Family residential	SR	Rural Neighborhood

## Applicant's Request

The applicant, Robert T. Sangster, has filed an application for annexation and the assignment of a future land use designation and design district within the City of Eustis.

The property currently holds a Lake County land use designation of Urban Low and a zoning classification of R-6 (Urban Residential). Under Lake County regulations, these designations permit multi-family development at densities of up to 4 dwelling units per acre, as well as professional services and limited commercial activities.

The applicant is seeking a Mixed Commercial/Industrial (MCI) land use designation within the City of Eustis. This designation allows for a maximum Floor Area Ratio (FAR) of 2.5 and permits most commercial uses. However, industrial type uses typically require conditional use approval from the City Commission.

The requested MCI designation aligns with the land use designations of neighboring properties.

## Analysis of Annexation Request (Ordinance Number 25-03)

### 1. Resolution Number 87-34 – Joint Planning Area Agreement with Lake County:

“The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law.....The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

***The subject property lies within the Joint Planning Area and has access to urban services with sufficient capacity to support future development, aligning with the requested MCI future land use designation.***

### 2. Florida Statutes Voluntary Annexation - Chapter 171.044(1):

“The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”

***The Joint Planning Area boundaries outline a compact region where the City can deliver services efficiently and effectively. The subject property is located within this planning area, sharing contiguity with the City limits on the northern, southern, and eastern sides, as well as part of the western side. Additionally, the owner has submitted a petition for annexation.***

### 3. Florida Statutes Voluntary Annexation - Chapter 171.044(2):

“...Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town...”

***The department issued a notice regarding this annexation in the Daily Commercial, as required, on April 7, 2025, and again on April 13, 2025.***

### 4. Florida Statutes Voluntary Annexation - Chapter 171.044(5):

“Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

***The annexation of the subject property does not result in the creation of an enclave.***

### 5. Florida Statutes Voluntary Annexation - Chapter 171.044(6):

“Not fewer than 10 days prior to publishing or posting the ordinance notice required under subrule (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located...”

***The department provided notice to the Lake County Board of County Commissioners on March 21, 2025.***

## **Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 25-04)**

In Accordance with Florida Statutes Chapter 163.3177.9.:

### ***Discourage Urban Sprawl:***

#### **Primary Indicators of Sprawl:**

The future land use element, along with any amendments to it, should aim to prevent the spread of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The assessment of these indicators will involve analyzing the plan or plan amendment in the context of the distinctive features and characteristics of each locality to determine whether the plan or amendment meets the criteria.

#### **Review of Indicators**

##### **1. Low Intensity Development:**

Encourages, permits, or allocates significant portions of the jurisdiction for development characterized by low intensity, low density, or single-use purposes.

***The subject property is located within the Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested MCI future land use designation.***

##### **2. Urban Development in Rural Areas:**

Encourages, permits, or allocates extensive urban development in rural areas far from existing urban centers, while neglecting available and suitable undeveloped lands for development.

***This indicator does not apply. The subject properties are located in a corridor with a mixture of uses, including MCI designations and residential and commercial uses to the west.***

##### **3. Strip or Isolated Development:**

Encourages, permits, or allocates urban development in radial, strip, isolated, or ribbon formations that typically extend outward from established urban areas.

***This indicator is not relevant, as the site is bordered by residential development to the north and west, mixed commercial/industrial designations to the east, and a conservation area to the south.***

##### **4. Natural Resources Protection:**

Does not sufficiently safeguard or preserve natural resources, including wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge zones, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other vital ecological systems.

***The subject property is in a floodplain and does contain wetland areas.***

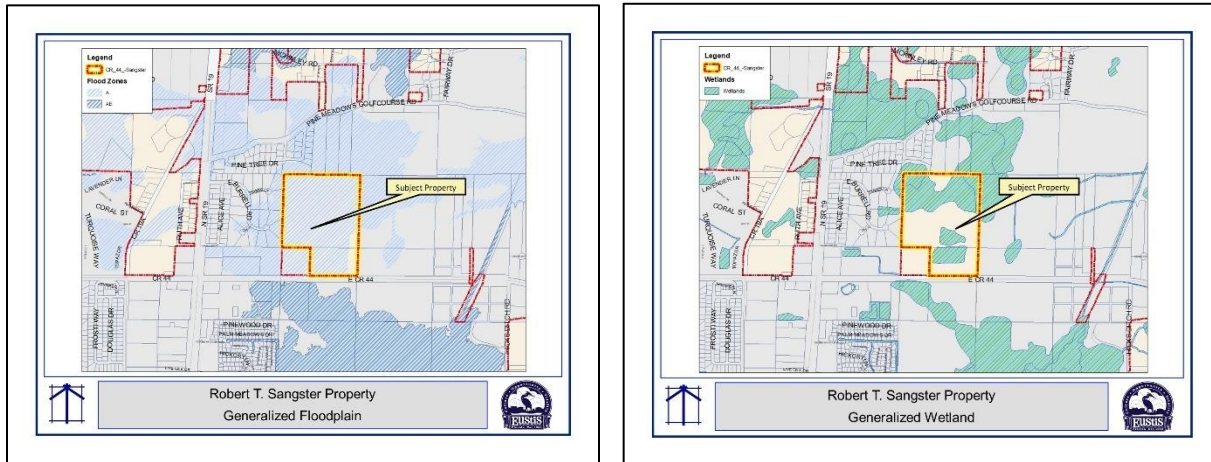
***Comprehensive Plan Policy CON 1.4 states that land development shall not be permitted in the 100-year floodplain unless the following criteria are met:***

- a. **Public wastewater service is provided. Alternatively on-site waste disposal may be used only where is permissible by state and local agencies having**

jurisdiction and where public sewer service is unavailable and is not in the current 5-year Capital Improvements Plan;

- b. Gross residential development is less than 2 units per acre;
- c. Public water service is provided;
- d. Wetlands and other designated environmentally sensitive resources are not displaced;
- e. Impervious surfaces in a development, including road pavement, are limited to 25%; and

f. There is no net loss of flood storage capacity



#### 5. Agricultural Area Protection:

Does not effectively safeguard nearby agricultural lands and activities, including silviculture, active and passive agricultural and silvicultural practices, as well as dormant, unique, and prime farmlands and soils.

***This indicator is not applicable, as the site and surrounding areas do not include active agricultural or silvicultural operations. The location lies within a developed area that is continuing to undergo further development.***

#### 6. Public Facilities:

Does not fully optimize the use of current public facilities and services.

***This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of City water service. City Sewer is available to the property and will be addressed via the site development process.***

#### 7. Cost Effectiveness and Efficiency of Public Facilities:

Permits land use patterns or timing that significantly raise the costs—in terms of time, money, and energy—of delivering and maintaining facilities and services, such as roads, potable water, sanitary sewers, stormwater management, law enforcement, education, healthcare, fire and emergency response, and general government operations.

***This indicator is not applicable, as there is adequate capacity to accommodate both existing and future development aligned with the requested MCI future land use designation. The City already provides these services to other properties within the area, which will further enhance overall efficiency.***

#### 8. Separation of Urban and Rural:

Does not establish a distinct division between rural and urban land uses.

***This indicator is not applicable, as there are no active agricultural activities or uses on nearby properties. The surrounding area is either developed or has development entitlements, featuring a mix of suburban and rural densities and intensities. The mixed-use nature of the MCI land use designation and the Suburban Corridor/Rural Neighborhood design district aligns well with the established development pattern. Environmental constraints on the site may pose challenges to meeting Comprehensive Plan policies for natural resource protection, but these will be addressed during the site plan review process.***

#### 9. Infill and Redevelopment:

Hinders or restricts the growth of infill development or the revitalization of established neighborhoods and communities.

***This indicator does not apply.***

#### Functional Mix of Uses:

Fails to encourage a functional mix of uses.

***This indicator is not applicable. The site is surrounded by a diverse blend of residential and non-residential uses, with MCI designations located immediately adjacent to the east of the subject site. Additionally, a range of other uses, including various commercial establishments and residential properties, can be found within a .25 to .5-mile radius of the subject property.***

#### 10. Accessibility among Uses:

Leads to inadequate connectivity between associated or related land uses.

***The site constraints and environmental factors on the property may make it difficult to ensure any linkages between related uses. However, these will be reviewed during the review of future development on the property.***

#### 11. Open Space:

Leads to the reduction of substantial areas of usable open space.

***This indicator is not applicable, as the site lacks functional open space and is not linked to regionally significant open spaces.***

#### 12. Urban Sprawl:

The future land use element or plan amendment will be considered effective in curbing the spread of urban sprawl if it adopts a development pattern or urban form that fulfills at least four of the following criteria:

#### 13. Direction of Growth:

Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

***The site is adjacent to established urban, suburban, and rural development areas. While environmental constraints may present difficulties in meeting Comprehensive Plan policies***

**for natural resource protection, these challenges will be addressed during the site plan review process.**

14. Efficient and Cost-Effective Services:

Supports the effective and economical delivery or expansion of public infrastructure and services..

**Water and Sewer service is available.**

15. Walkable and Connected Communities:

Encourages the development of walkable and interconnected communities while supporting compact, mixed-use designs with densities and intensities that accommodate diverse housing options and a multimodal transportation network, including pedestrian, bicycle, and transit systems, where available.

**During development, the site must comply with the City's Land Development Regulations concerning connectivity and sidewalks. However, County Road 44, which is not part of the City's infrastructure, currently lacks a sidewalk system, making interconnectivity with existing and future uses a notable challenge.**

16. Water and Energy Conservation:

Supports the preservation and efficient use of water and energy resources.

**At the time of site development, the property must adhere to City development standards and Florida Building Code requirements, ensuring the use of energy- and water-efficient appliances.**

17. Agricultural Preservation:

Safeguards agricultural lands and operations, including silviculture, as well as dormant, distinctive, and high-quality farmlands and soils.

**Not relevant; the site and surrounding areas lack active agricultural or silvicultural operations and are located within a fully developed residential zone.**

18. Open Space:

Preserves open space and natural lands and provides for public open space and recreation needs.

**Open space allocation will be finalized during the site plan review process to ensure the preservation of natural resource features and functions. This assessment will prioritize the protection of wildlife habitats, substantial buffering for natural wetlands and water bodies, and the establishment of greenway corridors.**

19. Balance of Land Uses:

Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

**The proposed land use allows for both commercial and industrial type uses like those in the east.**

20. Urban Form Densities and Intensities:

Offers uses, densities, intensities, and urban forms designed to address and improve existing or planned development patterns in the area that exhibit characteristics of sprawl. Alternatively, it facilitates innovative development approaches, such as transit-oriented developments or new towns, as outlined in s. 163.3164.

**Not applicable.**

**In Accordance with Comprehensive Plan Future Land Use Element Appendix:**

All Plan amendment applications addressing the development patterns described and supported within the Plan, including site-specific proposals for changes in land use designations, are

considered a legislative function of local government. If approved, such amendments would be through a legislative act of the City and must be evaluated based on a wide range of generally accepted considerations, including planning, timing, compatibility, and public facility factors as outlined or implied within the Plan's policies. Additionally, each proposed amendment to Map #1: 2035 Future Land Use Map involving a change in land use designation for a specific parcel must undergo a review to identify and evaluate potential significant impacts on the policy framework of the Comprehensive Plan. This review includes, but is not limited to, assessing the effects of the land use change on the Plan's internal consistency and fiscal structure.

*Major Categories of Plan Policies:*

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the major categories of Plan policies as follows:

1. General Public Facilities/Services:

As Plan policies encompass the continuation, expansion, and initiation of government service and facility programs—such as capital facility construction, each land use designation amendment application must provide a detailed description and evaluation of any Plan programs that could be impacted by the amendment, including effects on the timing and financing of such programs. This evaluation must also address the availability of, as well as the current and projected demand for, facilities and services serving or intended to serve the subject property. The required facilities and services for analysis include emergency services, parks and recreation, potable water, public transportation (if available), sanitary sewer, schools, solid waste, stormwater management, and the transportation network.

a. Emergency Services Analysis:

***Eustis emergency services currently provide response coverage to other properties in the surrounding area. Development in line with the MCI future land use designation is not anticipated to significantly affect the operational efficiency of Eustis emergency services.***

b. Parks & Recreation:

***Not applicable. The proposed MCI land use is non-residential in nature.***

c. Potable Water & Sanitary Sewer:

***Water and sewer are available to the subject property. Both the water and sewer systems have adequate capacity to serve the development of the property.***

d. Schools:

***The proposed change should not negatively impact schools as the MCI request is non-residential in nature.***

e. Solid Waste:

***The City collaborates with Waste Management for solid waste collection, and the company already provides services to properties in the vicinity of the subject site. Adding this property to their service area will enhance efficiency in service delivery.***

f. Stormwater:

***The Comprehensive Plan and Land Development Regulations include the level of service standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.***

g. Transportation Network Analysis:

***The proposed non-residential development is expected to have no adverse effects on the existing transportation system. Currently, the adjacent transportation network (SR 44) has sufficient capacity to accommodate the proposed MCR property, even at full development standards, without compromising the adopted level of service.***

***Prior to the development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.***

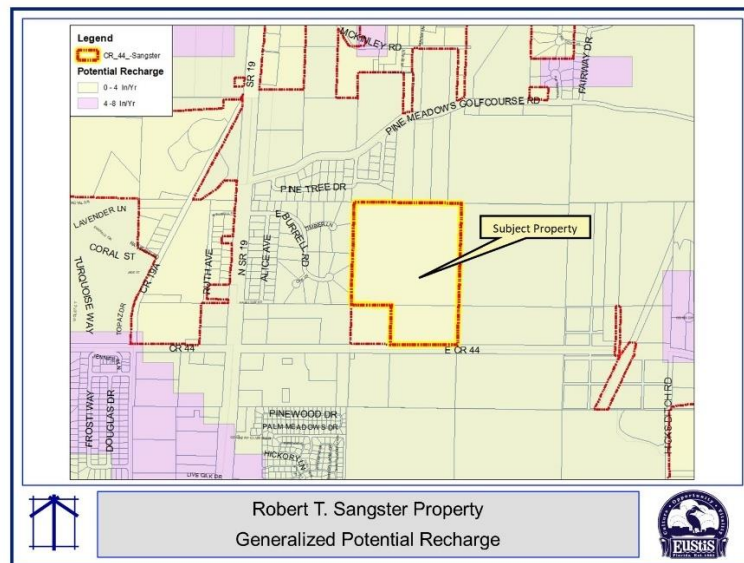
2. Natural Resources/Natural Features:

The Plan's policies include broad regulatory guidelines and requirements aimed at managing growth and safeguarding the environment. These guidelines serve as the basis for assessing the overall alignment of any land use amendment with the Comprehensive Plan. Specifically, each amendment will be reviewed to:

- 1) Identify the presence of groundwater recharge areas;
- 2) Determine whether historical or archaeological sites exist;
- 3) Analyze flood zones and ensure that proposed land uses in flood-prone areas support the ongoing natural functions of floodplains; and
- 4) Assess the suitability of the soil and topography for the proposed development.

a. Groundwater recharge areas:

***The site may be within a recharge area, a site-specific geotechnical and hydrologic study will be needed to determine the site-specific impact at the time of development. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.***



b. Historical or archaeological sites:

***The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist.***

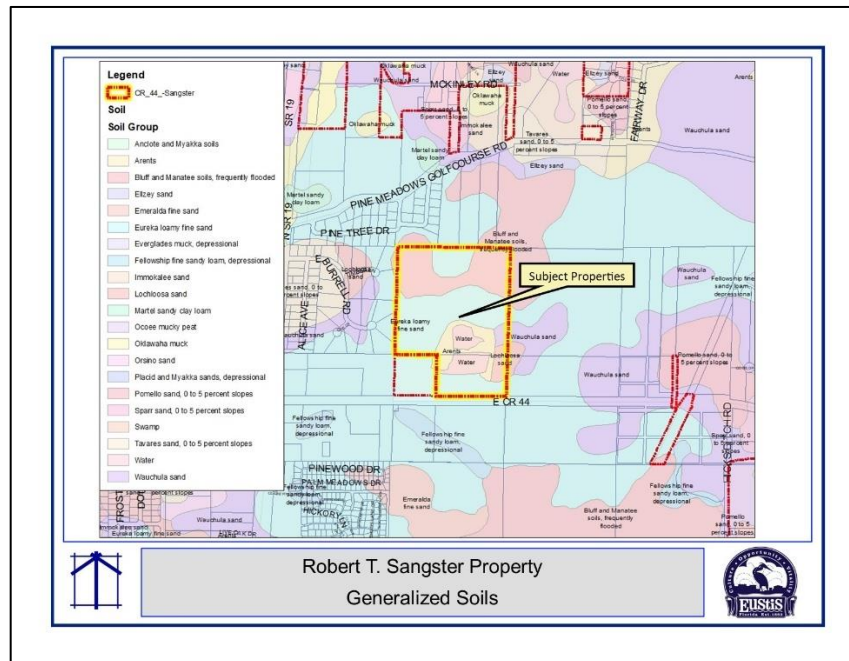
c. Flood zones:

**The subject property is impacted by a 100-year flood zone area. Source - Lake County 2012 Flood Zones. Future site development will address this matter during the site plan review process.**

**d. Soil and topography:**

**The site comprises a combination of soil types, including Bluff and Manatee soils (frequently flooded), Eureka loamy fine sand, and Arents, all of which are generally poorly drained. Additionally, Lochloosa and Wauchula sands are present along the eastern boundary of the property, and these soils are also typically poorly drained. During the development application process, soils and geotechnical reports will be required as part of the application submissions and for permitting with the relevant state agencies.**

**Building permit approval must be obtained prior to commencing development. Both the Comprehensive Plan and Land Development Regulations outline standards for the protection of environmentally sensitive lands, which will be applied if conditions at the time of development necessitate such protection.**



**e. Comprehensive Plan Review:**

Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

**Existing Land Use According to the Lake County Comprehensive Plan:**

**"The Urban Low Density Future Land Use Category provides for a range of residential development at a maximum density of four (4) dwelling units per net buildable acre in addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use.**

**This category shall be located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities. Within this category**

**any residential development in excess of 10 dwelling units shall be required to provide a minimum 25% of the net buildable area of the entire site as common open space.**

**The maximum intensity in this category shall be 0.25, except for civic institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.”**

### **Proposed Land Use According to the Eustis Comprehensive Plan:**

#### **Mixed Commercial / Industrial (MCI)**

*This land use designation is intended to provide for development of light manufacturing, distribution, corporate office & related commercial and industrial facilities in select high profile locations and in well planned environments.*

*General Range of Uses: This category accommodates a mix of commercial and light industrial, including but not limited to commercial parking, fast lube/oil change, major vehicle service, commercial neighborhood, retail sales and services, self service storage, vehicle parts and accessories (sales), and sports complexes. Vocational schools and government buildings are also permitted uses.*

*Maximum Density: Not applicable.*

*Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.*

*Mix Requirements: There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated MCI. For the mixed land use category MCI, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:*

*Commercial: Not more than 20% of total MCI acreage*

*Commercial/Office: Not more than 80% of total MCI acreage*

*The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially or commercially, provided that all applicable criteria set forth herein are met.*

#### **Special Provisions:**

*(1) Future amendments to designate areas as MCI may be permitted in undeveloped areas oriented to major highways & other transportation facilities as determined by market demand, and provided that:*

*a. Mixed Commercial Industrial areas and developments therein will be held to a higher level of community design relative to signage, lighting, landscape materials, and building quality than General Commercial areas; and*

*b. signage and lighting are limited to maintain the generally semi-rural or high-profile image character of these designated areas.*

### **Comparison of Lake County Development Conditions**

The existing Lake County future land use designation of the property is Urban Low, which provides for a range of residential development in addition to civic, commercial and office uses at an appropriate scale and intensity to serve this category. Allowable density and intensity in Urban Low is a maximum of 4 dwelling units per acre and intensity of 0.25 to 0.35 floor area ratio, with the sum of residential density and non-residential intensity not exceeding 100%.

Residential: Lake County limits residential development to 4 du/acre while the MCI would not allow residential.

### **Proposed Residential Land Uses.**

The City shall limit these uses adjacent to incompatible commercial or industrial lands unless sufficient mitigation, such as buffering and setbacks is provided and available, which lessens the impact to the proposed residences.

***Not applicable. The proposed use(s) would be non-residential in nature under the MCI designation.***

### **Proposed Non-Residential Land Uses.**

The City shall generally not permit new industrial uses to be located adjacent to existing or planned residentially designated areas.

***The applicant has stated that the proposed use for the property will be warehousing in the front, with commercial vehicle parking behind the warehouses. The proposed development will be required to provide adequate buffers to reduce impacts on the existing residential development.***

#### 1. Transportation:

Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

***This potential non-residential development is considered to have no negative impacts on the existing transportation system. Currently, the adjacent transportation network (CR 44) has the capacity to serve the proposed MCI property, even at a maximum development standard, without negatively affecting the adopted level of service.***

#### 2. Water Supply:

Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

***City water service and other services are available. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.***

### **In Accordance with Chapter 102-16(f), Land Development Regulations**

#### *Standards for Review:*

In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

a. *Consistent with Comprehensive Plan:*

Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

***The proposed amendment is consistent with the Comprehensive Plan. Future development will be required to mitigate any adverse impacts and adhere to the City's Land Development Regulations.***

b. *In Conflict with Land Development Regulations:*

Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

***The proposed amendment is consistent with the Land Development Regulations.***

c. *Inconsistent with Surrounding Uses:*

***The property is consistent with the property to the east along CR 44. Future development will be required to comply with the land development regulations to ensure it is compatible with the surrounding uses.***

d. *Changed Conditions:*

Whether there have been changed conditions that justify an amendment.

***The applicant seeks to annex the property into the City limits of Eustis, requiring the assignment of a City of Eustis future land use designation and design district. Following annexation, the subject property will benefit from a full range of municipal services, including access to central water. These updated conditions justify a change in the land use designation.***

e. *Demand on Public Facilities:*

Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

***City water and sewer services are available and, in close proximity to the site. Adequate capacity is available to serve future development consistent with the requested Mixed Commercial/Industrial future land use designation.***

***Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.***

f. *Impact on Environment:*

Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

***The site has the presence of the 100-year floodplain and that will be addressed when the future development is ready to move forward.***

g. *Orderly Development Pattern:*

Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

***The proposed amendment creates an otherwise orderly development pattern on land uses in the surrounding area.***

***h. Public Interest and Intent of Regulations:***

Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

*The purpose and intent of the Land Development Regulations is as follows:*

“The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small-town community character and lifestyle.”

***The requested designation of MCI land use would provide for orderly growth and development. Future development will be required to obtain proper permission from FEMA and the Water Management District before being approved.***

***i. Other Matters:***

Any other matters that may be deemed appropriate by the local planning agency or the City Commissioners, in review and consideration of the proposed amendment.

***No other matters.***

**Recommended Action:**

Development Services has found the proposed annexation, Future Land Use, and Design District designation consistent with the Comprehensive Plan and with the surrounding and adjacent land uses; therefore, it recommends approval of Ordinance Numbers 25-03, 25-04, and 25-05.

**Policy Implications:**

None

**Budget/Staff Impact:**

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

**Prepared By:**

Kyle Wilkes, Senior Planner

**Reviewed By:**

Jeff Richardson, AICP, Deputy Director for Development Services

Mike Lane, AICP, Development Services Director

## ORDINANCE NUMBER 25-03

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 49.5 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBERS 1097070 and 1094712, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.**

**WHEREAS**, Logan Wilson, as the applicant for Robert T. Sangster., the legal owner of record, has made an application for voluntary annexation of approximately 49.5 acres of real property located North of County Road 44 and East of State Road 19, more particularly described as:

Parcel Alternate Keys: 1097070 and 1094712

Parcel Identification Number: 24-18-26-0400-0000-00700 and 35-18-26-0004-000-03500

Legal Description:

Parcel 1

EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

Parcel 2

E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy); and

**WHEREAS**, the subject property is reasonably compact and contiguous; and

**WHEREAS**, the annexation of this property will not result in the creation of enclaves; and

**WHEREAS**, the subject property is located within the City of Eustis Planning Area, and water service is available to the property; and

**WHEREAS**, on April 17, 2025, the City Commission held the 1<sup>st</sup> Public Hearing to consider the voluntary annexation of the property contained herein; and

**WHEREAS**, on May 1, 2025, the City Commission held the 2<sup>nd</sup> Public Hearing to consider the voluntary annexation of the property contained herein

**NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:**

**SECTION 1.**

That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately 49.5 acres of real property, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

**SECTION 2.**

That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

**SECTION 3.**

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

**SECTION 4.**

That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

**SECTION 5.**

That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

**SECTION 6.**

That this Ordinance shall become effective upon passing.

**SECTION 7.**

That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

**PASSED, ORDAINED, AND APPROVED** in Regular Session of the City Commission of the City of Eustis, Florida, this 1st day of May 2025.

Ordinance Number 25-03  
Annexation 2025-A-01  
Alternate Keys 1097070 and 1094712

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

\_\_\_\_\_  
Willie L. Hawkins  
Mayor/Commissioner

**ATTEST:**

\_\_\_\_\_  
Christine Halloran, City Clerk

**CITY OF EUSTIS CERTIFICATION**

**STATE OF FLORIDA  
COUNTY OF LAKE**

The foregoing instrument was acknowledged, by means of physical presence, before me this 1<sup>st</sup> day of May 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

\_\_\_\_\_  
Notary Public - State of Florida  
My Commission Expires:  
Notary Serial No:

**CITY ATTORNEY'S OFFICE**

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

\_\_\_\_\_  
City Attorney's Office                      Date

**CERTIFICATE OF POSTING**

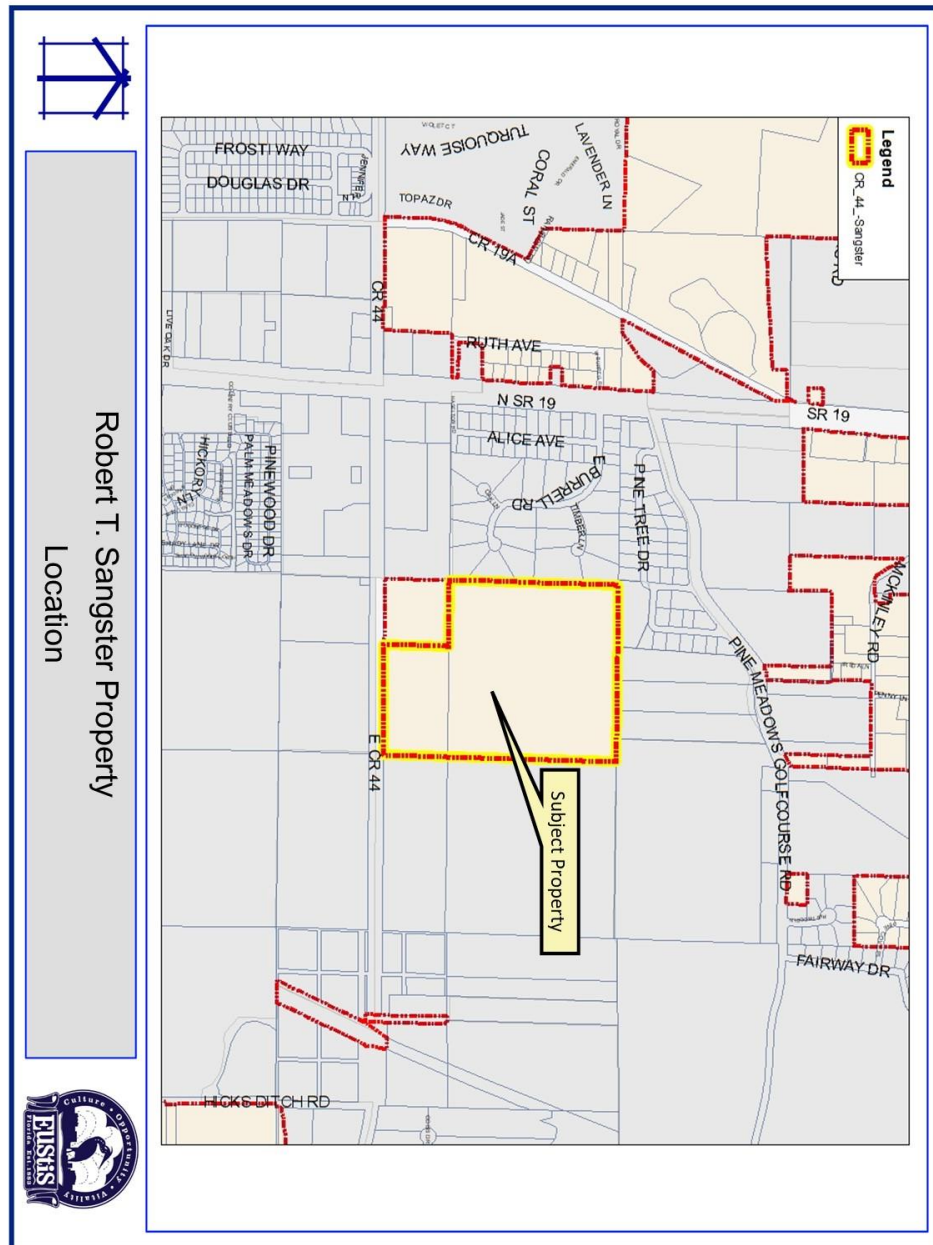
The foregoing Ordinance Number 25-03 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

\_\_\_\_\_  
Christine Halloran, City Clerk

Ordinance Number 25-03  
Annexation 2025-A-01  
Alternate Keys 1097070 and 1094712

## EXHIBIT "A"

## GENERAL LOCATION MAP



Ordinance Number 25-03  
 Annexation 2025-A-01  
 Alternate Keys 1097070 and 1094712

## ORDINANCE NUMBER 25-04

**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 49.5 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 1097070 and 1094712, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19, FROM URBAN LOW IN LAKE COUNTY TO MIXED COMMERCIAL INDUSTRIAL IN THE CITY OF EUSTIS.**

**WHEREAS**, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

**WHEREAS**, the State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 in Compliance, pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

**WHEREAS**, the City of Eustis periodically amends its Comprehensive Plan, in accordance with Chapters 163.3187 and 163.3191, Florida Statutes; and

**WHEREAS**, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 49.5 acres of real property located North of County Road 44 and East of State Road 19 (Alternate Key Numbers 109707 and 1094712), and more particularly described herein and as shown in Exhibit "A"; and

**WHEREAS**, on April 17, 2025, the Local Planning Agency held a Public Hearing to consider the adoption of a Small-Scale Future Land Use Amendment for this change in the designation; and

**WHEREAS**, on April 17, 2025, the City Commission held the 1<sup>st</sup> Adoption Public Hearing to accept the Local Planning Agency's recommendation to adopt the Small-Scale Future Land Use Amendment contained herein; and

**WHEREAS**, on May 1, 2025, the City Commission held the 2<sup>nd</sup> Adoption Public Hearing to consider the adoption of the Small-Scale Future Land Use Amendment contained herein as Exhibit "A";

**NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:**

## SECTION 1.

**Land Use Designation:** That the Future Land Use Designation of the real property as described below shall be changed from Urban Low in Lake County to Mixed Commercial/Industrial (MCI) within the City of Eustis:

Parcel Alternate Keys: 1097070 and 1094712

Parcel Identification Numbers: 24-18-26-0400-000-00700 and 35-18-26-0004-000-03500

Legal Description:

Parcel 1

EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

Parcel 2

E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy); and

## SECTION 2.

**Map Amendment and Notification:** That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

## SECTION 3.

**Conflict:** That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

## SECTION 4.

**Severability:** That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

## SECTION 5.

**Effective Date:** The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration

Ordinance Number 25-04  
Mixed Commercial Industrial (MCI) Future Land Use (2025-CPLUS-01)  
AKs 1097070 and 1094712

Commission enters a final order determining this adopted amendment to be compliant. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by the adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

**PASSED, ORDAINED AND APPROVED** in Regular Session of the City Commission of the City of Eustis, Florida, this 1st day of May 2025.

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

\_\_\_\_\_  
Willie L. Hawkins  
Mayor/Commissioner

**ATTEST:**

\_\_\_\_\_  
Christine Halloran, City Clerk

**CITY OF EUSTIS CERTIFICATION**

**STATE OF FLORIDA  
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 1<sup>st</sup> day of May 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

\_\_\_\_\_  
Notary Public - State of Florida  
My Commission Expires:  
Notary Serial No:

**CITY ATTORNEY'S OFFICE**

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

Ordinance Number 25-04  
Mixed Commercial Industrial (MCI) Future Land Use (2025-CPLUS-01)  
AKs 1097070 and 1094712

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City Attorney's Office

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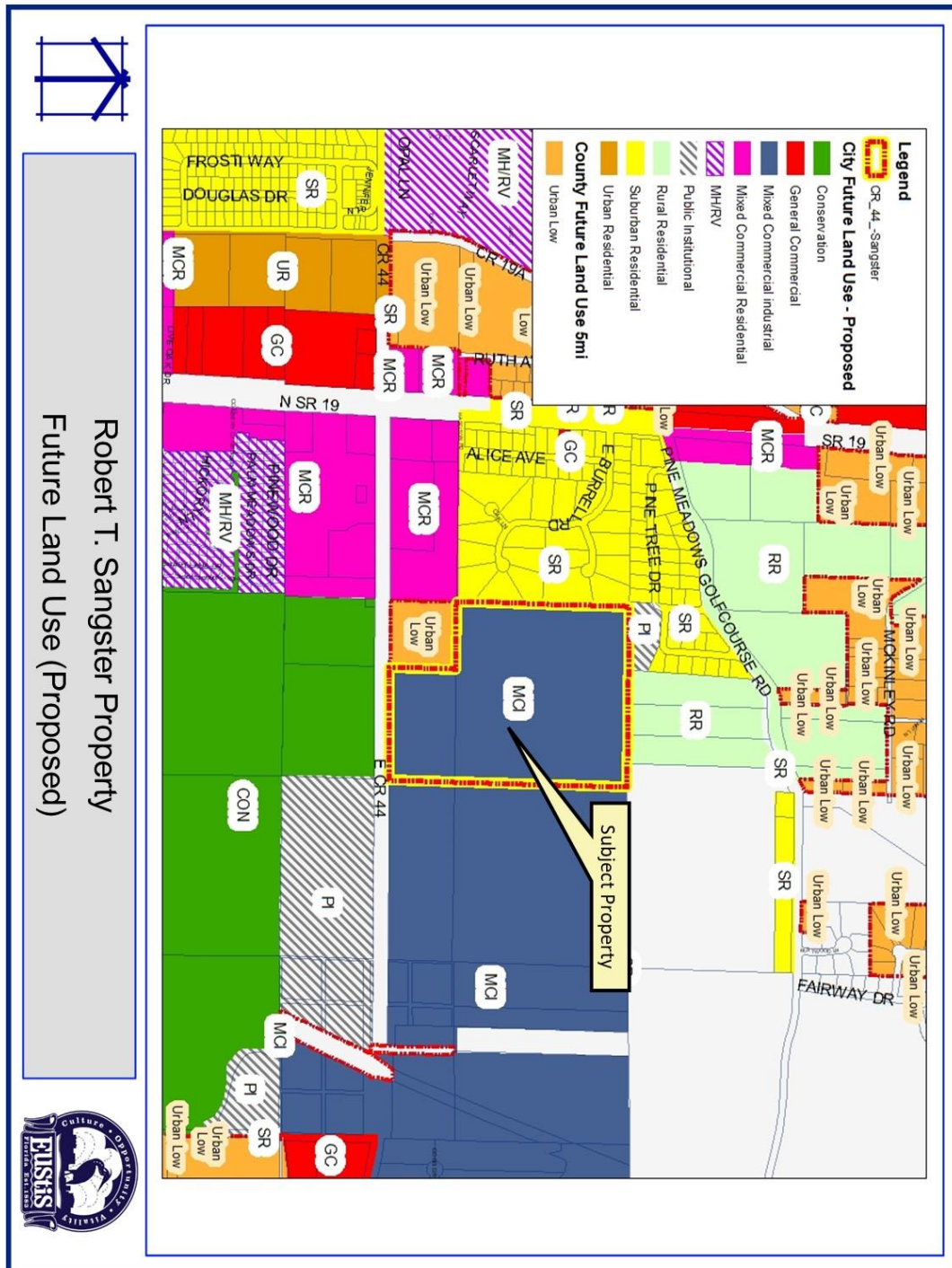
Date**CERTIFICATE OF POSTING**

The foregoing Ordinance Number 25-04 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

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Christine Halloran, City Clerk

# EXHIBIT "A"



## ORDINANCE NUMBER 25-05

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE RURAL NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 40 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1097070 AND ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 9.5 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY 1094712, NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.**

**WHEREAS**, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Rural Neighborhood to approximately 40 acres of the recently annexed real property further described below, and to assign a Design District designation of Suburban Corridor to approximately 9.5 acres of the recently annexed real property further described below,

**WHEREAS**, on April 17, 2025, the City Commission held the 1<sup>st</sup> Public Hearing to consider the Design District Amendment contained herein; and

**WHEREAS**, on May 1, 2025, the City Commission held the 2<sup>nd</sup> Public Hearing to consider the adoption of the Design District Amendment contained herein;

**NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS, FLORIDA, HEREBY ORDAINS:**

### **Section 1. Design District Designation**

That the Design District Designation of the real property described below, and shown in Exhibit "A", shall be Rural Neighborhood:

Parcel Alternate Key: 1097070

Parcel Identification Number: 24-18-26-0400-000-00700

Legal Description:

EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

That the Design District Designation of the real property described below, and shown in Exhibit "A", shall be Suburban Corridor:

Parcel Alternate Key: 1094712

Parcel Identification Number: 35-18-26-0004-000-03500

Legal Description:

E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

***(The foregoing legal descriptions for the parcel are from the Lake County Property Appraiser webpage based on the alternate key numbers provided by the applicant. They have not been verified for accuracy)***

**Section 2. Map Amendment**

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

**Section 3. Conflict**

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

**Section 4. Severability**

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

**Section 5. Effective Date**

That this Ordinance shall become effective upon the annexation of the subject property through approval of Ordinance Number 25-03.

**PASSED, ORDAINED AND APPROVED** in Regular Session of the City Commission of the City of Eustis, Florida, this 1st day of May 2025.

**CITY COMMISSION OF THE  
CITY OF EUSTIS, FLORIDA**

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Willie L. Hawkins  
Mayor/Commissioner

**ATTEST:**

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Christine Halloran, City Clerk

Ordinance Number 25-05  
Rural Neighborhood and Suburban Corridor Design District Assignment  
AKs 1097070 and 1094712

## **CITY OF EUSTIS CERTIFICATION**

### **STATE OF FLORIDA COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 1<sup>st</sup> day of May 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

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Notary Public - State of Florida  
My Commission Expires:  
Notary Serial No:

### **CITY ATTORNEY'S OFFICE**

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

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City Attorney's Office

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Date

### **CERTIFICATE OF POSTING**

The foregoing Ordinance Number 25-05 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

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Christine Halloran, City Clerk

# EXHIBIT "A"

