



AGENDA

City Commission Meeting

6:00 PM – Thursday, February 19, 2026 – City Hall

Invocation: Lake Eustis Christian Church

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

December 12, 2026 City Commission Workshop
January 29, 2026 City Commission Workshop

3. Presentations

3.1 Proclamation Declaring February Black History Month and Recognizing the 32nd Annual African American Heritage Celebration

3.2 Georgefest Update

3.3 Goman Update

4. Appointments

4.1 Reappointment to the Code Enforcement Board (CEB) – Member

4.2 Reappointments to the Historic Preservation Board (HPB) – 2 Members

5. Audience to be Heard

6. Consent Agenda

6.1 Resolution Number 26-15: Amending the FY 2025/26 adopted Budget for the Sales Tax Fund (010) and Governmental Grants Fund (018) to adjust the adopted budget to reflect a grant awarded by FDOT for the Northshore Bridge and Culvert Engineering Project

6.2 Resolution Number 26-16: Approving a Purchase in Excess of \$100,000 for a Public Works Grapple Truck

6.3 Resolution Number 26-21: Approval for amending the FY2025/26 adopted budget for the Governmental Grants Fund (018) to recognize award of FY 2025/26 FDLE Grant

7. Ordinances, Public Hearings, & Quasi Judicial Hearings

7.1 Resolution Number 26-17: Preliminary Subdivision Plat w/ Waivers for Forest Glenn for Parcels with Alternate Key Numbers 1193532, 1193770, and 3862860

7.2 Resolution Number 26-18: Consideration of Fine Reduction/Release of Lien for 315 Palmetto Street, Code Case 18-00810

7.3 Resolution Number 26-19: Consideration of Fine Reduction/Release of Lien for 1033 South Grove Street, Code Case 25-00911

7.4 Resolution Number 26-20: Approval of Purchase and Sale Agreement for Acquisition of Property Located at 100 North Bay Street and Related Parcels

7.5 Resolution Number 26-27: City Manager's Employment Agreement

7.6 **Explanation of Ordinance Numbers 24-05A, 24-06A, and 24-07A: Repeal of Previously Adopted Ordinance Numbers 24-05, 24-06, and 24-07 and Adoption of Replacement Ordinance Numbers 24-05A, 24-06A, and 24-07A for Annexation, Assignment of Future Land Use, and Assignment of Design District for Property with Alternate Key Numbers 1213355 And 1213347**

FIRST READING

Ordinance Number 24-05A: Repeal of Previously Adopted Ordinance Numbers 24-05

7.7 **FIRST READING**

Ordinance Number 24-06A: Repeal of Ordinance 24-06 and Re Adoption of 24-06A - Assignment of Future Land Use for Voluntary Annexation of Parcels with Alternate Key Numbers 1213355 and 1213347

7.8 **FIRST READING**

Ordinance Number 24-07A: Repeal of Ordinance 24-07 and Re Adoption of 24-07A - Assignment of Design District for Voluntary Annexation of Parcels with Alternate Key Numbers 1213355 and 1213347

7.9 **FIRST READING**

Ordinance Number 26-05: Burger King Restaurant New Noncompliant Pylon Sign – SR 19 N

7.10 **Explanation of Ordinance Numbers 26-06, 26-07, and 26-08 for Annexation of Parcel with Alternate Key Number 1040141**

Ordinance Number 26-06 – Voluntary Annexation

Ordinance Number 26-07 – Comprehensive Plan Amendment

Ordinance Number 26-08 – Design District Assignment

FIRST READING

Ordinance Number 26-06: Voluntary Annexation of Parcel with Alternate Key Number 1040141

7.11 **FIRST READING**

Ordinance Number 26-07: Comprehensive Plan Amendment for a Parcel with Alternate Key Number 1040141

7.12 **FIRST READING**

Ordinance Number 26-08: Design District Assignment for Parcel with Alternate Key Number 1040141

7.13 Explanation of Ordinances Numbers 26-09, 26-10, and 26-11 for Annexation of Parcels with Alternate Key Number 3959037

Ordinance Number 26-09 – Voluntary Annexation

Ordinance Number 26-10 – Comprehensive Plan Amendment

Ordinance Number 26-11 – Design District Assignment

FIRST READING

Ordinance Number 26-09: Voluntary Annexation of Parcels with Alternate Key Number 3959037

7.14 FIRST READING

Ordinance Number 26-10: Comprehensive Plan Amendment for Parcel with Alternate Key Number 3959037

7.15 FIRST READING

Ordinance Number 26-11: Design District Assignment for Parcel with Alternate Key Number 3959037

8. Other Business

8.1 Discussion on Buildable Lots

9. Future Agenda Items and Comments

9.1 City Commission

9.2 City Manager

9.3 City Attorney

9.4 Mayor

10. 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: February 19, 2026

RE: Approval of Minutes

December 12, 2026 City Commission Workshop

January 29, 2026 City Commission Workshop

Introduction:

This item is for consideration of the minutes of the Eustis City Commission.

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 Workshop

9:00 AM – Friday, December 12, 2025 – Eustis Woman's Club, 227 N. Center Street, Eustis, FL 32726

Item 2.1

Call to Order: 9:00 a.m.

Acknowledgement of Quorum and Proper Notice

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

1. Workshop Item with Discussion, Public Input and Direction

1.1 Discussion with Dr. Richard Levey

Tom Carrino, City Manager, commented on the City's efforts to develop a shared vision for the downtown through the master plan process and, as part of that, they have engaged Dr. Levey to assist.

Dr. Richard Levey talked about goal setting and indicated his feeling that they have a vision and now they need to set priorities. He indicated he would explain the process they used to do the research. He stated the meeting is about bringing together the Commissioners. He reviewed the ground rules noting the point is to facilitate Commission discussion.

Dr. Levey discussed the need for goal and priority setting in strategic planning. He commented on the benefits of goal setting: 1) Optimizes organizational performance; 2) Provides efficient allocation of limited resources; 3) Boosts internal morale; 4) Attracts outside resources; 5) Enhances public confidence; 6) Anticipatory government; and 7) Enables Commission to successfully introduce and lead change.

Dr. Levey explained their process beginning with one-on-one interviews with the City Manager and department heads and then Commissioners and Mayor. He cited various data resources they used to collect additional information.

Dr. Levey reviewed their six research questions that they asked of both staff and Commissioners. He explained that he was not trying to re-write the vision but to get their opinions on the vision. He emphasized that it is critically important that staff and the Commission are aligned. He commented on the SWOT analysis, top three downtown development priorities, and narrowing down the top priorities.

Dr. Levey began a review of his research findings beginning with their definition of success for the workshop. The number one priority among staff and the Commission was the need for Commission consensus and collaboration. The second among both staff and Commission was the need to establish clear priorities.

Dr. Levey moved to Question #1 regarding the Master Plan Vision. He reiterated the purpose was not to rewrite the vision. He discussed the results and cited the notable comments. He then reviewed the results of Question #2 - Most important master plan goal with the top being "create a true waterfront downtown" with the Commission also noting the need to leverage tourism. He cited a comment for the City to "just get something started".

Dr. Levey then reviewed the results from Question #3 - SWOT analysis with the Commission. The top response indicating the lake/waterfront is the top strength and second highest is City-owned land. Under weaknesses, staff expressed concern about lack of unity of the Commission and the Commission cited no visionary leadership. He emphasized staff's concern about the lack of clear direction from the Commission. He also noted the Commission's concern about the lack of support from downtown merchants and project execution.

Under Opportunities, staff prioritized the regional trail and local trail connections. Dr. Levey suggested the possibility of the trails being radial and going out to the neighborhoods to draw people downtown. He cited the possibility of a network of trails rather than just one regional trail. He indicated that the City could work on that separately from the other agencies and noted how long it will take to develop the regional trail versus local trails.

Dr. Levey continued the review of opportunities cited by staff and then by the Commission including Ag Tech, expanded lakefront and relocation of the pool, and Lake Sumter/Lake Tech/UCF partnerships for economic development. He cited the other opportunities mentioned by the Commission including responsible use of debt, regional trail with local trail connections to neighborhoods and hospitality - creative tourism. He compared the City's waterfront development to the City of Clermont. He expressed support for relocation of the aquatic center due to the probability that people going to the pool probably are frequenting the downtown restaurants and stores.

Dr. Levey reviewed the threats cited by staff and the Commission and noted that both mentioned the top threat as lack of Commission consensus and fear of bold decisions by the Commission. He commented on the need for the Commission to be bold. He cited the other threats noted by the Commission including City reputation with developers, character of the three-block redevelopment, and competition from other cities. He noted staff's concerns regarding state legislation as a threat, market demand and financing conditions and lack of a parking plan. He commented on the need to know what's being developed before a parking plan can really be implemented.

Dr. Levey then reviewed the top priorities for capital projects as discussed with the Commission and department heads with the number one priority being the waterfront promenade and Ferran Park. He commented on how trails have helped other cities and noted that Clermont brought the regional trail right through their downtown. He expressed support for development of the local trails. He further reviewed the other priorities including community center relocation and the issues related to that including use of the facility and fees for use.

Dr. Levey discussed the Economic Development top priorities beginning with staff comments and then Commission. He cited the need to incorporate affordable housing together with quality housing. He noted the hotel was the top priority for the Commission, followed by a private sector partner for the three blocks. He commented on how long that property has been vacant and that anything that is done to improve the downtown will increase the value of that property. He emphasized they don't need to rush out and develop that property. He stated it will happen when it happens.

Commissioner Asbate asked for clarification and asked if he is saying stop working on the middle with Dr. Levey responding they should continue marketing while working on these other things that will improve the downtown. The market will see the other improvements and make it easier to attract developers for the three blocks. He indicated the City couldn't really accelerate that development unless they want to give the property away.

Dr. Levey reviewed the Programs/Events/Services top priorities - attract more privately managed events, and improving the relationship with the downtown businesses. He said that the more they improve the downtown the more this type of activity will be attracted to the downtown.

Dr. Levey then discussed the overall priorities with staff identifying the waterfront as their top and the Commission identifying the regional and local trails as their top. The Commission's second was waterfront and Ferran Park and third was the hotel. He stated that development of the waterfront, trails and hotel would help with attracting development to the three blocks and cited how that would increase the value of the three blocks.

Commissioner Asbate asked Dr. Levey to provide a possible timeline for development of the three blocks and emphasized that downtown development needs to be the entire downtown, not just the three blocks.

Dr. Levey responded that the three blocks shouldn't be the focus and that the top three overall priorities are spot on: regional/local trails, waterfront/Ferran Park and the hotel. He commented the private sector will see the improvements and respond. He encouraged them not to worry about the three blocks.

Mayor Hawkins commented on how the Commission has been too focused on the three blocks.

Discussion was held regarding not focusing on the three blocks but on development of the entire downtown and waterfront.

Dr. Levey commented on the benefit to creating local trails out to the neighborhoods which could be worked on right away.

Commissioner Lee asked how long it would take to develop a trail along the railroad track with Mr. Carrino responding that the regional trail would be a long-term transportation project. He explained how local trails could be implemented.

Vice Mayor Ashcraft noted a portion of the master plan that talks about connectivity and cited the possibility of a bicycle flyover at the end of Bates Avenue. Dr. Levey commented on the benefits to the community.

Mr. Carrino explained that the first phase of the regional trail is completing the feasibility study which will determine where the trail should be located. He noted that several years ago the Commission agreed that the trail should go through downtown. He commented on how Tavares has been working on developing the railroad bed for a trail for over ten years. He stated his belief that to get the railroad bed for development would take a long time and involve millions of dollars.

Dr. Levey commented on how development of the local trails could bring people to the downtown and not wait on the regional trail.

Commissioner Asbate expressed support for the local trails and commented on whether or not the City could require developers to designate areas for those trails.

Further discussion was held regarding the development of local trails and how some communities have accomplished those.

Mayor Hawkins asked if trails increase property values with Dr. Levey stating he believes so and Commissioner Asbate stating there is a study that shows a 10% increase.

BREAK: 10:09 a.m. RECONVENE: 10:23

Dr. Levey commented on Daniel Burnham, the designer of Chicago, and the need to think big. He then opened discussion to identify the short and long-term priorities. He commented on the need for there to be a Eustis "Robert Moses" whose focus is on how to implement their priorities. He said it shouldn't be the City Manager as they have a City to run. He asked the Commission to each offer their opinions with the final goal being to look at next steps.

Mayor Hawkins opined the #1 priority should be the waterfront starting with the bandshell. He stated the bandshell needs to be updated and commented that could help facilitate more downtown private events.

Vice Mayor Ashcraft cited problems with the Lake Walk. He questioned if they want to build in front of Sharp's Mobile Home Park and have that as a background. He commented on the need to determine how to develop the promenade around the waterfront.

Commissioner Lee noted that the City doesn't own Sharp's. She expressed support for relocating the pool.

Dr. Levey commented on the possibility of obtaining outside funding/grants to assist with relocating the pool.

Commissioner Lee cited the boat dock and seaplane dock projects as a way to attract more tourism.

Commissioner Asbate noted the weekly fresh market and how it has increased from once per month to every week.

Vice Mayor Ashcraft stated that there is no place downtown for people to lodge. He indicated he spoke with someone who said they could bring a major league fishing tournament to the City if there was a place to stay.

Commissioner Lee added that the City also has the sailing center who hosts sailing regattas and they have no place to stay. Commissioner Asbate noted that there is a local group that hosts regular fishing tournaments.

Dr. Levey emphasized they don't have to identify a specific location for the hotel, just know that is a priority.

Discussion was held regarding the need for a hotel and the lack of consensus on where it should be located.

Commissioner Asbate expressed support for further considering the previous proposal submitted. He cited the possibility of getting County funding.

Kathleen Dial, Lake County Economic Development, explained the County's hotel incentive program and noted that highly amenitized hotels don't come to Lake County.

Dr. Levey asked about their process with Ms. Dial responding that it is first come first serve for five hotels. She explained that the funding is based on a portion of unincorporated ad valorem taxes. She further explained the process and noted the claw back requirement.

Commissioner Holland stated that the hotel and trails are important. He indicated that if the City focuses on the trails, waterfront and hotel; that will spur other development.

Discussion was held regarding what parking would be required of the hotel development.

Dr. Levey confirmed that they agree that the focus will be the waterfront, hotel and trails.

Discussion was held regarding the need to plan for parking and the possible need for more than one hotel. Item 2.1

Mr. Carrino commented on creating spaces and places where people want to be then work force development will take care of itself.

Commissioner Asbate asked if golf-cart friendly communities are beneficial with Dr. Levey stating he hasn't seen enough about them to say if they're good or bad.

Further discussion was held regarding golf carts and golf cart parking.

Dr. Levey asked for discussion regarding action items. He asked for confirmation that the waterfront, trails and hotel would be their focus for the downtown development.

Mayor Hawkins expressed support for focusing on getting the boat started with Commissioner Asbate reporting that they have met with the pontoon manufacturer in Tavares and they are holding a pontoon for the City; however, the City has not been able to get the dock in place.

Miranda Burrowes, Assistant City Manager, explained staff is working on the engineering for the boat dock but the construction is on the unfunded list so an action item might be to get that off the unfunded list.

Mayor Hawkins reported they are about to test the seaplane. He commented that there are some things the County may be doing that might affect the relocation of the pool.

Ms. Burrowes explained that the City has been in discussion with the Lake County School Board regarding the possibility of obtaining the Curtright Center which could possibly be used for relocation of the pool.

Discussion was held regarding the possibility of creating an aquatic center at Carver Park.

Mr. Carrino asked Commissioner Holland for his thoughts about relocating the pool with Mr. Holland expressing support for moving the pool which will enhance the bandshell and provide more space for events at the bandshell. It was confirmed that a capital project was in place for improvements to the bandshell.

Dr. Levey commented on Sharp's MHP and the possibility of it being acquired by the private sector.

Dr. Levey asked for discussion regarding the community building.

Discussion was held regarding the need to identify an alternate method or location for the community center.

Ms. Burrowes explained they have drafted an RFP regarding the community center site and they got Commission feedback. She suggested an action item could be to get that RFP revised and issued.

Mayor Hawkins suggested that the community building could be relocated to Carver Park, if the City is able to obtain the Curtright Center.

Commissioner Asbate commented on the need to determine what is their identity with Dr. Levey responding those are legitimate questions but beyond the scope of the current discussion.

Mayor Hawkins asked if Ferran Park is what they want it to be?

Dr. Levey commented that the master plan has ideas for use of the waterfront. He stated [redacted] probably need to do the next step of the conceptual plan and determine the role of Ferran Park in the waterfront. Item 2.1

Mr. Carrino cited the 2008 downtown plan and the Ferran Park master plan. He commented on what was done in the area based on that master plan.

Mayor Hawkins asked if that is in keeping with what they want to do moving forward. He asked if they want to focus on expanding northward.

Commissioner Lee commented on the beauty of the park and making it more attractive. She stated she would like to see art brought back into the downtown.

Discussion was held regarding other cities that have beautified areas within their community with Dr. Levey commenting that those are good examples of public investment resulting in private investment.

Commissioner Asbate asked if there would be a way to capitalize on the Ocala Forest and commented on the lack of lodging in the area and that Eustis is the gateway to the Ocala Forest.

Dr. Levey commented that could be a way to market a hotel.

Mayor Hawkins emphasized the need to engage the downtown businesses. He noted the City holds events in the downtown but there are businesses that won't stay open for those events.

Discussion was held regarding the need for the City and businesses to work together and getting the businesses to participate in the events. Commissioner Asbate cited the number of attendees at the recent Light Up.

Dr. Levey indicated he would write up notes on the discussion and cited the action items developed for the waterfront. He congratulated them on setting some clear priorities through the workshop.

Discussion was held regarding next steps and the need to keep the momentum with a suggestion to hold a workshop to develop the next steps.

Dr. Levey suggested letting him contact staff and discuss. He emphasized they need someone to keep them focused.

Discussion was held regarding meeting again with a suggestion to meet by the end of January.

BREAK: 11:25 a.m. RECONVENE: 11:37 a.m.

Mr. Carrino confirmed the Commission wanted to go ahead and schedule a follow-up workshop.

CONSENSUS: It was a consensus to hold the workshop on Thursday, January 29th, at 1:30 p.m.

Mr. Carrino stated staff would work with Dr. Levey and discuss next steps that would lead into the workshop with the Commission.

Dr. Levey asked the Commission to provide any feedback to staff regarding the workshop.

1.2 Review of carryover of prior years' capital projects

Commissioner Asbate indicated that he had not been able to review all of the information or get all of his questions answered. He asked if they could put off this discussion until January 22nd.

Mr. Carrino indicated they were only going to be able to discuss that day anyway. He noted they could move it to January 8th; however, that is the organizational meeting and they try to keep that agenda light.

Mayor Hawkins asked the Commissioners to review and provide their comments to the staff.

Commissioner Lee recommended they meet individually with the staff to get questions answered.

Ms. Burrowes distributed to the Commission the list of carry-over project funds.

Mayor Hawkins asked each Commissioner for any comments on the carry-overs.

Commissioner Holland stated he had met with staff and he was good to move forward.

Commissioner Lee indicated she was also good to move forward.

Vice Mayor Ashcraft asked if the Carver Park shade structure is budgeted or in reserves with Mr. Carrino stating that is actively budgeted under the CRA but the funds have not been expended.

Mr. Carrino explained that the projects are those that no purchase orders have been done for. He explained that if a project has been budgeted but it is determined they will not proceed then the funds go back into the revenues. He stated that the projects on the list were previously approved but the funds have not been expended yet.

Vice Mayor Ashcraft commented on the amounts in reserves with Mr. Carrino noting that not all of the funds have large reserves. He explained the various reasons for the reserves and why a project may not have moved forward.

Ms. Burrowes explained the list she distributed which included explanations on the various projects.

Vice Mayor Ashcraft expressed support for reviewing the entire list of projects.

Commissioner Asbate noted he had not had time to review all of the information and expressed concern.

Mayor Hawkins went through the list asking for items that someone has concern about.

Discussion was held regarding the need to have funds set aside for the regional trail.

Ms. Burrowes reported that the City Hall security cameras have been completed and the request has been withdrawn.

Rick Gierok, Engineering and Capital Projects Director, reported on the greenhouse project. He explained that the City hired a horticulturist who will help get that finalized. The structure is complete and they are working on the irrigation.

Commissioner Asbate asked to implement a mid-year review of the capital projects so funds may be re-allocated if a project is not going to be completed with Ms. Burrowes indicating that staff is open to that suggestion.

Vice Mayor Ashcraft asked about the Bay Street drainage improvements with Mr. Carrino explaining that is funding for parking lot improvements. Mr. Gierok further explained that the Bay Pharmacy parking lot was going to be redone to change the flow of runoff. He indicated that FDOT is still working on that and then the funding will be used for engineering the intersection.

Item 2.1

Discussion was held regarding traffic calming and the whether the property tax will be eliminated.

Discussion was held regarding implementing a mid-year review each year.

Mr. Carrino asked the Commissioners to meet with staff to discuss the projects so they are ready to move forward on January 22nd.

Discussion was held regarding whether any projects will be held up with Mr. Carrino explaining there is one project for the eastern plant turbine that they will have to ask the contractor to extend the date the price is good for.

Mr. Gierok explained how multi-year projects are budgeted and how he can change some of the budgeting so there aren't as many rollovers.

Discussion was held regarding the Carver Park basketball court pavilion and re-allocation of those funds.

Lori Carr, Finance Director, explained that when a purchase order is issued it means that those funds are committed to the project and that keeps the City from being in violation of a contract. She also explained that only the General Fund can be utilized for different things. The other funds are restricted for specific uses.

CONSENSUS: It was a consensus of the Commission for each of the Commissioners to meet with staff prior to January 22nd to discuss the carry over projects so they are ready to vote on the 22nd.

Discussion regarding appointment of Interim City Manager

Commissioner Asbate asked for discussion about the resignation of Tom Carrino and the interim process. He asked if they need to direct staff on how to proceed such as development of an RFP.

Karen Crouch, Human Resources Director, stated she can ask Purchasing to begin the RFP process and obtain a consultant to assist with the process.

Mari Leisen noted a budget amendment will be required to pay for that consultant.

Commissioner Lee commented they need to determine what they are looking for.

Mayor Hawkins stated they are losing a really good City Manager and all of the department heads agree. He commented on the need for continuity and expressed support for appointing a City staff member as interim manager.

Mr. Carrino confirmed his last day would be March 20th.

Mayor Hawkins asked to have Chief Capri serve as interim City Manager.

Ms. Crouch expressed concern due to him being part of the Police Pension Fund. She indicated he would have to stay as Chief in order to remain in the fund.

Ms. Burrowes announced she would not be interested in the City Manager position but will be supportive of whomever the Commission selects. Item 2.1

Mayor Hawkins stated his thought that appointing Chief Capri would show stability with Chief Capri commenting on possible issues if they select the wrong person.

Mayor Hawkins expressed support for the department heads reporting to Miranda Burrowes.

Commissioner Holland suggested they discuss the appointment of an interim manager on January 8th and agreed with the need to have stability during the interim.

Mr. Carrino stated it will take at least six months to find the new city manager with Commissioner Holland estimating it will probably take six to twelve months.

Discussion was held regarding staff moving forward with the process.

Mr. Carrino indicated that staff would be moving forward with obtaining a consultant to conduct the search.

Commissioner Asbate requested that they provide a copy of the draft RFP for the consultant.

CONSENSUS: It was a consensus of the Commission for Mr. Carrino and staff to proceed with the solicitation for a consultant.

2. Adjournment: 12:49 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 and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

CHRISTINE HALLORAN
City Clerk

EMILY A. LEE
Mayor/Commissioner



MINUTES

City Commission Workshop

1:30 PM – Thursday, January 29, 2026 – City Hall

Acknowledgement of Quorum and Proper Notice

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

ABSENT: Commissioner Michael Holland

Call to Order: 1:32 p.m.

1. Workshop Item with Discussion and Direction

1.1 Priorities and Downtown Planning Discussion

Tom Carrino, City Manager, introduced Dr. Richard Levey and explained the purpose of the workshop to follow-up from the previous workshop and to discuss some action items and implementation.

Dr. Levey reviewed the agenda for the workshop explaining what each step would entail. He then reviewed the top three priorities identified at the December workshop: 1) Regional/local trails; 2) Waterfront Promenade/Ferran Park; and 3) Hotel. He stated that the objective for the workshop is to establish an initial draft of a program to accelerate the downtown transformation. He then discussed project versus program management and explained the difference. He advised they need a program management system.

Dr. Levey then reviewed how he worked with staff subsequent to the December workshop. He explained that key staff were asked to complete a Project Action Form for each of the projects identified during Workshop #1. The form included a best estimate of project cost and timeline with real costs. He stated that Miranda Burrowes facilitated the meetings with staff and they provided supplemental information after the initial meetings. He commented on various Economic Development initiatives that weren't exactly projects.

Dr. Levey then reviewed the individual priorities, beginning with the regional trail, and the various phases for each. He cited the strategy for the regional trail to develop a continuous regional trail between Tavares and Umatilla to attract visitation and then reviewed the description for each phase, the deliverables, timelines and cost estimates. He indicated they should focus on the concept phase at the workshop and noted that doesn't have any new additional cost for that phase. He asked for any questions or comments on the format. He then provided an overview of the local trails priority stating the strategy was to create a local trail system to connect the City's neighborhoods to the downtown. He recommended the City retain a consultant to develop a trails master plan with a cost estimate of \$125,000. He noted the overall cost would vary depending on where those trails were located.

Dr. Levey then discussed Priority #2 - Waterfront and cited the strategy to create an exceptional waterfront experience to drive economic growth to downtown. Under the concept phase, he discussed the possibility of revisiting the park master plan. He then commented on possible improvements to the bandshell and noted the improvements that are already budgeted. He cited the benefit to possibly expanding the stage area to allow for larger

events. He suggested that staff could provide the information regarding conceptual char [redacted] Item 2.1 without any additional cost.

Dr. Levey commented on the community pool as part of Priority #2. He discussed the need to evaluate all the options during the concept phase and making a decision as to where the pool should best be located with an estimated cost of \$25,000. He then reviewed the current dock expansion project and what has already been accomplished. He noted that the concept phase of this project is done as they have already undertaken the preliminary design.

Dr. Levey then discussed the community center as part of Priority #2. He commented on all of the discussion surrounding the facility. He stated that, if they are thinking big about the waterfront, the land all the way up to the community center should be part of that thinking. He suggested that an analysis should be done of all the options for the facility. He stated that a formal inventory of all the building's uses should be completed with development of alternative locations for each of those uses. He cited a number of possible options and provided a cost estimate of \$50,000 for analysis of the options.

The Commission asked if the evaluation of the facility could be part of a Parks and Recreation Master Plan with Dr. Levey responding affirmatively, particularly if they feel the function of the building is closely related to the Parks and Recreation program. The Commission asked if the pool would also be part of that master plan with Dr. Levey agreeing. He indicated that a Parks and Recreation Master Plan could take the better part of a year. He added that the top two decisions pertaining to the waterfront is what is happening with the community building and what is happening with the pool. He opined that it would be a good idea to include those as part of the Parks and Recreation Master Plan which would put it in context of the entire citywide program.

Dr. Levey then discussed property acquisition as part of the waterfront and cited various properties the City has considered. He stated that those decisions will drive the evaluation of the waterfront master plan. He emphasized that understanding where they are going with those properties would be very informative to the overall program management. He cited the concept phase as identifying the strategic importance of all the potential acquisitions. He commented that identifying what the future waterfront will look like will be important and affect all of those considerations.

Dr. Levey reviewed the private sector/RFP for the hotel and emphasized that will be important to the program management. He stated that the issuance of a City-directed RFP may show that the market isn't ready. He commented that the demand for hotel rooms may be in a year or two rather than now.

Dr. Levey discussed the next steps beginning with economic development ideas discussed at the first workshop: 1) Position hotel initiative with Lake County TDT; 2) Major league fishing which would help drive demand for hotel rooms; 3) Improve engagement with downtown business community including identification of a core group of businesses; and 4) Continue marketing the Waterman property without focusing solely on those properties. He also suggested they consider segmenting the property for development.

Dr. Levey summarized the concept phase of the program management and explained why it may be preferable to have a separate local trails master plan rather than incorporate that into the parks and recreation master plan. He explained that grant programs are different for trails than for parks and recreation. He emphasized that the top two decisions are what is being done with the community center and what is being done with the pool.

Dr. Levey then discussed program execution and selecting someone to focus on that to keep them on track. He recommended that there be one person designated to do the execution. He commented on how large developments may be managed with one program manager working with numerous project managers. He encouraged them to identify that individual and what should be included such as monthly reports at Commission meetings and quarterly updates.

Commissioner Asbate expressed concern regarding the cost and aligning the steps so they can keep progressing. He cited the number of big-ticket items and commented on his lack of comfort regarding the City's cash flow.

Dr. Levey explained that is why he focused on the concept phase. He stated that once those key decisions are made, their staff can put together a more accurate capital plan. He indicated he is recommending they spend the 1% making their decisions as to what they are going to do. Once they have their decisions made, then they can re-prioritize and create a financing plan. He emphasized this will be a multi-year financing plan. He stated that grants should play a role. He added that making those decisions comes first. He emphasized that staff has to hear what they want. He recommended that they agree to the concept phase of the priorities. Once the decisions have been made, then they can look at the overall costs.

Mayor Lee confirmed that they need to create the vision, look at the costs and then see what they can spend or can't spend in order to prioritize.

Dr. Levey responded that they have articulated the vision. He stated they want a great waterfront, they want a trail system and to take advantage of the economic benefit of trails and improve interconnectivity, and they want to add a hospitality component within the city. He said they are passed the vision stage although they can revisit it. He indicated they are in the pre-execution stage. He stated the first two decisions need to be what to do with the community center and the pool. He articulated how those decisions might be made based on identifying the alternatives. He stated that making those decisions within the next three to five months will clear the path to determining what projects will come first and the cost.

Commissioner Hawkins commented on some of the timelines and associated costs. He stated there are some that could be done before the end of the year into the first of next year. He asked if that would be important to get the word out that Eustis is working with Dr. Levey responding affirmatively and stating that the key will be the marketing and timing. He suggested that a commitment to the overall downtown program management would be a statement.

Dr. Levey recommended continually communicating externally about what they are doing.

Commissioner Hawkins expressed support for those items they can move forward with and get done and commented on the message it would send.

Mayor Lee asked if they need to consider the acquisition of other properties with Dr. Levey responding that they need to consider the strategic importance of each property. He stated they need to do an analysis of how important each might be and how they would proceed.

Commissioner Asbate commented on the difficulty in agreeing on the right choices. He asked what is most important to the City and what will generate the most revenue. He commented on the program being a 20-to-25-year plan.

Dr. Levey stated most of the priorities are not market-driven other than the hotel.

Mayor Lee asked if they should consider the property acquisition first and how much they to expand the downtown.

Commissioner Hawkins responded that they want to be in control of the waterfront, so they do need to consider that with Commissioner Asbate commenting on the possibility of increasing costs. He also commented on public/private partnerships.

Discussion was held regarding the various properties of interest to the City with Dr. Levey encouraging them to make decisions about the City's properties while thinking about the other sites. He recommended they commit to the overall program and start all of the priorities and run them parallel. If you need to take more time on one, then take it, but don't get hung up on one thing. Don't lose sight of the end game.

Discussion was held regarding action to be taken for the workshop with Dr. Levey recommending they commit to the overall program management plan. He commented on a number of items could be done by staff; rather than paying a consultant.

Discussion was held regarding wrapping up the pool in the Parks and Recreation Master Plan with Dr. Levey responding that could be done but it would take longer. Further discussion was held regarding whether they could consider locations for the pool or community building without having to spend money.

Mayor Lee commented on the Carver Park Master Plan and questioned why they didn't do them together.

Mr. Carrino explained that the Recreation Master Plan has been in the CIP for several years but the Commission consistently pushed it back. Related to Carver Park, there were too many suggestions regarding the use of Carver Park so the decision was made to use some engineering funds to do a master plan for just Carver Park.

Rick Gierok, Engineering and Capital Projects Director, explained it was only \$10,000 and gave some ideas of what could be done with Carver Park. He indicated it is not to the level that the \$200,000 would be. He explained that master plans are intended to be fluid and subject to change. He commented on the decision regarding the City pool. He stated that, if that is a hard "no", then they can move on. He expressed support for the Citywide Parks and Recreation Master Plan.

Further discussion was held regarding budgeting for the Citywide master plan and how to take care of short-term needs. It was noted that Parks and Recreation is in need of additional space.

Discussion was held regarding relocation of the pool and whether a new pool should be constructed prior to closing of the existing pool. Discussion was also held regarding expansion of the Carver Park facility with staff indicating the estimated cost for that is \$1.4 million; however, that estimate is from 2020.

It was a consensus of the Commission that the pool should be moved.

The Commission asked when they would know about the Curtright Center with Mr. Carrino stating that the elementary school is going to be housed at Curtright while the school is being worked on.

Discussion was held regarding expansion of the existing Carver Park facility.

Sam Brinson, Parks and Recreation Director, indicated that he could get an estimate done regarding expansion of the existing building.

Discussion was held regarding whether or not they demolish the existing pool and then go without a pool for a number of years. Item 2.1

Discussion was held regarding the status of the current work on the trails with Greg Dobbins, Public Works Director, responding that the City is still working on the conceptual plan and determining where the trail should be located. He noted that Tavares and Mount Dora have completed some trails and he can get some information from them.

Mr. Carrino reported that the City is actively working with Kimley-Horn, Tavares, Umatilla and Lake County to put together the component of the North Lake Trail that will go through Tavares and Eustis.

Dr. Levey commented that there are two different aspects - the regional trail and local trails to provide some interconnectivity. He stated that they need a master plan to determine the location for Eustis only trails that could feed into the regional trail. He noted that it may take five years for the regional trail to be completed; however, it may only take a year to figure out the City's own local trails and begin construction to tie neighborhoods into the downtown.

Mr. Gierok reported that he and Mr. Dobbins have been working on that and that the updated capital plan will probably include a project for conceptual design for local trails. He noted that City staff will have the information regarding available right-of-way and where they could possibly construct a boardwalk. He expressed support for moving ahead with local trails rather than waiting on the regional trail. He confirmed that Mr. Dobbins is working with the group on the regional trail.

Discussion was held regarding incorporating trails development into the local planning regulations to require new developments to incorporate trails.

Dr. Levey responded that, if they have a local trails master plan in place, then when a developer proposes a development adjacent to a trail, they can require they include a trail or contribute to construction of a trail.

Miranda Burrowes, Deputy City Manager, stated that the City has adopted the County's trails master plan.

Dr. Levey recommended that the City have a local trails master plan in order to require developers to do trails.

Further discussion was held regarding local trails and incorporating those requirements into the land development regulations as soon as possible.

The Commission asked how long a trail master plan would take with Mr. Gierok estimating eight months.

Discussion was held regarding local trails and getting developers to help pay for those.

It was a consensus of the Commission for staff to move forward with a trails master plan.

Discussion was held regarding the pool with Mr. Gierok recommending they allow staff get the first step done and create a high level conceptual. Staff can identify some possible properties. He discussed working around the pool if they know it is leaving. He also commented on relocating the Chamber of Commerce with the possibility of removing that facility. He stated that removal of the pool and the Chamber building would immediately expand the park's footprint.

Discussion was held regarding the need for additional recreation space with Mr. Gierok n Item 2.1 that the Parks & Recreation Master Plan is in the FY2026-27 Capital Improvement Plan. He suggested he could discuss moving that up with Finance Director Lori Carr.

Commissioner Hawkins stated that would be good as long as it doesn't cause a problem for his immediate needs. He asked if CRA funds could be used for the master plan with Mr. Carrino indicating that only a portion as it would have to apply to property within the CRA. He stated that if an item is already in the CIP, then you can't re-allocate CRA funds for that.

Discussion was held regarding expanding the Carver Park building with Mr. Gierok indicating doing an RFP for a design build would speed up the timeframe to approximately one year. Discussion was held regarding the size and estimated cost with Mr. Gierok indicating the roof was planned to be two-story high to allow for indoor sports.

Ms. Burrowes commented that the Parks building is not currently in the CIP so it would have to be added to that to get it into the process.

Mayor Lee expressed support for Mr. Gierok being the program manager with Mr. Gierok responding that he would get it started but he would reach out for assistance and emphasized the need for the City Manager's office to be involved.

Discussion was held regarding who should be the visionary person and who should be nuts and bolts and what happens when Mr. Gierok is no longer interim city manager.

Mr. Carrino stated they may need to consider creating a new high-level position with the authority needed to drive their agenda.

Further discussion was held regarding keeping that in mind when selecting the new city manager with Mr. Carrino stating that the City Manager conducts day-to-day operations and can't be the one to also be the program manager.

Dr. Levey expressed agreement with Mr. Carrino.

Discussion was held regarding the community center and whether or not it should be relocated. The following suggestions were discussed: 1) the Methodist Church; and 2) the fairgrounds.

Discussion was held regarding the private sector utilizing the community center site for a hotel.

Mr. Gierok commented on the questions surround the community center including needed renovations and doing a public/private project. He suggested allowing staff to bring back information on the options before making a decision on the roof. He cited the property must be considered as part of the waterfront.

Discussion was held regarding providing a response to the unsolicited proposal that was submitted regarding use of the community center site.

Discussion was held regarding the Chamber of Commerce and the Bank of America building.

Mayor Lee summarized that they have agreed that the pool should be relocated, that they will undertake a local trails study, that they will do a Parks & Recreation study, and they will have staff bring back information on those. She asked about discussion on the bandshell.

Mr. Gierok stated there is a project already in the budget which does not include any structural modifications but will make the facility more usable. He noted that a suggestion was made to extend out the stage. He stated that Cheri Moan, Events and Communications Director, did an AI design of that expansion and it looked beautiful. He noted that the facility is an historic site

but he thought the proposed changes would probably be able to be approved through his preservation. He commented on what could be done that would improve the usability of the facility. He estimated the cost would be approximately \$1 million.

Dr. Levey stated that they would need to compare the cost estimate versus anticipated increased revenues for the return on investment which should be done before making any decisions.

Mr. Gierok indicated that staff could develop the proposed concept and obtain cost estimates at no cost and, if approved, they could look into grants.

Mayor Lee then recapped that staff would be bringing back information on possible acquisitions and alternatives for the community building.

Mr. Gierok emphasized that they need to provide direction and explained how staff would develop concepts and then bring back information on proposed capital projects. He opined that he expects the capital plan process to change.

The Commission commented that Ms. Moan needs to make sure information gets out to the public whenever they move forward with one of these projects. It was also suggested that they work on getting community partners they may be able to utilize.

It was suggested that Parks & Recreation should develop partners within the community that they could reach out to when the City facilities are booked.

The Commission discussed reaching out to the private sector regarding the community building with Mr. Gierok stating that would be one of the options when staff brings back the conceptual plan for the community building. He expanded on the idea of a public/private partnership for a hotel and convention center.

Discussion was held regarding utilizing public/private partnerships.

Mayor Lee asked about the dock expansion with Mr. Gierok responding that the conceptual plan is done and they are under contract for the design of the dock. He cited a number of issues that have arisen for the project. He stated they are looking into available grants.

Vice Mayor Ashcraft noted he had recently met with the boat manufacturer and they have sold the tour boat they had reserved for the City so staff may need to reach out to them. He recommended they also reach out to the seaplane provider.

Mr. Gierok reported that they are in design for the docks; however, the contract hasn't been signed. He indicated they could move forward with design and then they could look at applying for grants or they could pull the plug on the project.

Discussion was held regarding the need to reach out to the two vendors.

The Commission questioned whether or not Dr. Levey would continue to work with them with Dr. Levey commenting on the excellent direction provided to staff during the workshop. He said the progress obtained in the workshop was very productive. He encouraged them to continue to make those directions each time staff brings forward the additional information requested.

Commissioner Asbate suggested scheduling routine workshops for every 30 or 60 days so they can discuss various issues.

Discussion was held regarding scheduling for another workshop with Mr. Gierok recommending they provide an overview of the regional trail and then providing updates

quarterly. If they encounter a problem, they can always bring it back sooner to the Commission.

Dr. Levey recommended that Mr. Gierok refine the timelines and send them back out to the Commission.

Commissioner Asbate asked if staff could prepare a conceptual local trail map so they could have that when they consider annexations with Mr. Gierok indicating that they will be working on capital projects in April and they will make sure all of the initiatives are included on the CIP. He commented on the number of unfunded initiatives. He explained they can't really work on something until it's in the budget.

Commissioner Asbate recommended alerting Development Services about the local trails so they can alert applicants to that issue.

Dr. Levey recommended that the local trails plan be incorporated into the Comprehensive Plan.

2. Adjournment: 4:14 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 and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

CHRISTINE HALLORAN
City Clerk

WILLIE L. HAWKINS
Mayor/Commissioner



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: Reappointment to the Code Enforcement Board (CEB) – Member

Introduction:

This item is for consideration of the reappointment of Stephanie Carder, current CEB Member, to the Code Enforcement Board.

Background:

The City follows State Statute Chapter 162 Local government code enforcement boards which provides for a seven-member Code Enforcement Board with two alternates each appointed to serve three-year terms.

Per Florida Statute 162.02, the purpose of the board is to "promote, protect, and improve the health, safety, and welfare of the citizens of the counties and municipalities of this state by authorizing the creation of administrative boards with authority to impose administrative fines and other noncriminal penalties to provide an equitable, expeditious, effective, and inexpensive method of enforcing any codes and ordinances in force in counties and municipalities, where a pending or repeated violation continues to exist."

Per Florida Statute 162.05(2), members of the enforcement boards shall be residents of the municipality, in the case of municipal enforcement boards, or residents of the county, in the case of county enforcement boards. Appointments shall be made in accordance with applicable law and ordinances on the basis of experience or interest in the subject matter jurisdiction of the respective code enforcement board, in the sole discretion of the local governing body. The membership of each enforcement board shall, whenever possible, include an architect, a businessperson, an engineer, a general contractor, a subcontractor, and a realtor.

In accordance with the process for advertising for the member and alternate positions, the City Clerk office reached out to the current CEB member due for reappointment, Stephanie Carder, requesting completion of the Request to Seek Reappointment Form. At this time, there are no applicants for Alternate.

Positions, members, term expirations and status of positions available for appointment/reappointment are as follows:

1. Member, Stephanie Carder, term expiration 2/28/2026 – seeking reappointment.
Term: 2/28/2026 to 2/28/2029.
2. Alternate, Vacancy due to Alternate appointed to Member position.
Alternate term expired 11/3/2025.

The Human Resources Department did not complete a background check for the applicant due to applicant currently serving on the CEB.

Item 4.1

Attached are copies of the reappointment request form and current CEB roster with term expirations for your review and consideration.

For additional information, view [Florida Statute 162](#) and [Article III Code Enforcement from the Eustis, FL Code of Ordinances](#) (attached).

Recommended Action:

Staff recommends consideration of the applicant above for the Member position for the following position/term:

1. **Member:** Term 02/28/2026 to 02/28/2029 (Currently held by Stephanie Carder)

Prepared By:

Christine Halloran, City Clerk

Reviewed By:

Miranda Burrowes, Deputy City Manager



City of Eustis – City Clerk
P. O. Drawer 68
10 North Grove Street
Eustis, Florida 32727

Board Reappointment/Resignation 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:
 I request to seek reappointment to the above Board.

Name: *Stephanie Cander*
Address: [REDACTED] Eustis, FL 32726
Contact Number: [REDACTED]
Email Address: [REDACTED]

Date: *2/9/24*

Signature: *Stephanie J. Cander*

Please return completed form to 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 CODE ENFORCEMENT BOARD (CEB) 7-Member Board, 2 Alternates 3 Year Term	
Stephanie L. Carder (MEMBER) carders@eustis.org Request to Seek Reappointment Reappointed: 02/16/2023 Term Expiration: 02/28/2026	Bradley P. Shelley (MEMBER) shelleyb@eustis.org Reappointed 05/15/2025 Term Expiration: 03/31/2028
Alan Paczkowski (MEMBER) paczkowskia@eustis.org Reappointed: 06/15/2023 Term Expiration: 07/02/2026	Nicie Allen Parks (MEMBER) parksn@eustis.org Appointed: 05/15/2025 Term: 01/01/2025 to 01/01/2028 Term Expiration: 01/01/2028
Karen Sartele (MEMBER) sartelek@eustis.org Reappointed: 05/15/2025 Term Expiration: 10/31/2027	Patricia Jensen (MEMBER) jensep@eustis.org Appointed: 08/07/2025 Term: 07/31/2025 to 07/31/2028 Term Expiration: 07/31/2028 <u>Former:</u> Richard K. Bartzer Resignation: 06/17/2025 Term Expiration: 07/31/2025
Ryan Benaglio (MEMBER) benaglior@eustis.org Reappointed: 05/15/2025 Term Expiration: 05/31/2027	
Vacant (ALTERNATE) Term Expiration: 11/03/2025 <u>Former:</u> Patricia Jensen Appointed: 05/15/2025 Appointed to Member: 08/07/2025	Christine Cruz (ALTERNATE) cruzc@eustis.org Appointed: 05/15/2025 Term Expiration: 08/04/2025 Reappointed: 08/21/2025 Term: 08/04/2025 to 08/04/2028 Term Expiration: 08/04/2028

Board Attorney: Matthew Frey Campione & Hackney, P.A. 2750 Dora Ave, Tavares, FL 32778 352-343-4561 mfrey@campionehackney.com	City Staff Attorney: Kevin Rossi Bowen & Schroth, PA 600 Jennings Avenue Eustis, FL 32726 589-1414 off 589-1726 fax m-f 9-5 zbroome@bowenschroth.com
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2024 Florida Statutes (including 2025 Special Session C)

http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=0100-0199/0162/Sections/0162.05.html

ARTICLE III. CODE ENFORCEMENT¹

Sec. 2-56. General.

- (1) This article is adopted in accordance with the provisions of Florida Statutes ("F.S.") ch. 162, part I and the city hereby adopts F.S. ch. 162, part 1 by reference.
- (2) All statutory references include the current statutory provisions and, if amended by the Florida Legislature, any future statutory amendments.
- (3) The city hereby adopts an alternate code enforcement system as authorized by F.S. § 162.03(2).
- (4) The following words, terms, and phrases shall have the meanings ascribed to them in F.S. § 162.04:
 - a. Local governing body.
 - b. Code inspector.
 - c. Local governing body attorney.
 - d. Enforcement board.
 - e. Repeat violation.
- (5) Nothing contained in this article shall prohibit the city from enforcing the city Code by other means. It is intended that this article be an additional or supplemental means of obtaining compliance with this Code.
- (6) Lake County is authorized to provide animal control services and enforce the animal control provisions of the Lake County Code in the city. Chapter 4 of the Lake County Code, and each and every subsequent amendment, addition, and revision thereto, is approved and adopted by the city for the county to use and enforce within the city.

(Ord. No. 12-10, § 1(exh. A), 6-21-2012)

Sec. 2-57. Code enforcement board.

- (1) *Organization.*
 - a. The city hereby establishes a local government code enforcement board pursuant to and consistent with F.S. ch. 162.
 - b. The city commission also hereby authorizes the use of a special magistrate with the same powers and duties of the code enforcement board if there are not enough board members present to have a quorum. References in this article to the code enforcement board shall include the special magistrate if the context permits.

¹Editor's note(s)—Ord. No. 12-10, § 1, adopted June 21, 2012, repealed the former Art. III, Div. 1 §§ 2-56—2-58, Div. 2 §§ 2-86—2-97, Div. 3 §§ 2-126—2-134, and enacted a new Art. III as set out herein. The former Art. III pertained to code enforcement and derived from the Code of 1959, §§ 2-4—2-15; Ord. No. 03-60, § 1, 8-7-2003; and Ord. No. 09-31, § 2, adopted 7-16-2009.

- c. The city shall appoint an attorney to represent the code enforcement board.
- d. The code enforcement board attorney shall act as the special magistrate in the event that there are not enough code enforcement board members present at a meeting to meet statutory quorum requirements.
- e. No member of the code enforcement board shall have any interest, be it financial or otherwise, direct or indirect, or engage in any business transaction or professional activity, or incur any obligation which is in conflict with the proper discharge of his duties in the public interest in accordance with F.S. ch. 112.
- f. No member shall appear before the city commission, or any commission, committee or board of the city, as agent, attorney or representative of any person, except when representing property he owns.

(2) *Powers and jurisdiction.*

- a. The code enforcement board shall hear and decide violations of this Code and ordinances where a pending or recurring violation continues to exist.
- b. The code enforcement board shall have all powers as provided in F.S. § 162.08.

(3) *Meetings.*

- a. All meetings, regular or special, and all hearings, shall be open to the public in accordance with the provisions of F.S. § 286.011.
- b. The code enforcement board shall hold an annual organizational meeting for the purpose of electing officers, adopting rules and procedures, and establishing regular meeting dates and times.

(Ord. No. 12-10, § 1(exh. A), 6-21-2012)

Sec. 2-58. Enforcement procedures.

- (1) The code inspector shall initiate enforcement proceedings of the various codes in accordance with F.S. ch. 162.06.
- (2) Hearings shall be conducted in accordance with F.S. ch. 162.07.
- (3) The Code Enforcement Board may order the payment of fines and file liens against real or personal property in accordance with F.S. ch. 162.09.
- (4) An aggrieved party, including the local government, may appeal a final administrative order of the code enforcement board in accordance with F.S. § 162.11.
- (5) All notices shall be provided in accordance with F.S. ch. 162.12.

(Ord. No. 12-10, § 1(exh. A), 6-21-2012)

Secs. 2-59—2-160. Reserved.

(Supp. No. 13)

Created: 2023-05-25 08:42:08 [EST]



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: Reappointment to the Historic Preservation Board (HPB) – 2 Members

Introduction:

This item is for consideration of the reappointment of Matthew Kalus and Dorothy Stevenson to the Historic Preservation Board.

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, Matthew Kalus, term expiration 02/28/2026 – seeking reappointment
2. Member, Dorothy Stevenson, term expiration 02/28/2026 – seeking reappointment

After a process of advertising for openings on the HPB, Mr. Kalus and Ms. Stevenson, current members, were asked if they wish to continue service on the board. Both submitted Request to Seek Reappointment forms. The Human Resources Department did not complete background checks due to members currently serving on HPB.

Applicants seeking appointment/reappointment:

1. Matthew Kalus
2. Dorothy Stevenson

Attached are copies of the current HPB roster detailing term expirations, reappointment request forms 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 2 available positions: 2 Members for the following terms:

1. **Member:** Term 2/28/2026 to 2/28/2026 (Currently held by Matthew Kalus)
2. **Member:** Term 2/28/2026 to 2/28/2026 (Currently held by Dorothy Stevenson)

Budget/Staff Impact:

None.

Prepared By:

Christine Halloran, City Clerk

Reviewed By:

Miranda Burrowes, Deputy City Manager



City of Eustis – City Clerk
 P. O. Drawer 68
 10 North Grove Street
 Eustis, Florida 32727

Board Reappointment/Resignation 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:
 I request to seek reappointment to the above Board.

Name: Matthew Kalus

Address: Eustis, FL

Contact Number:

Email Address:

Date: 2/9/26

Signature: Matthew
 Kalus

Digitally signed by
 Matthew Kalus
 Date: 2026.02.09
 09:20:57 -05'00'

Please return completed form to 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 – City Clerk
 P. O. Drawer 68
 10 North Grove Street
 Eustis, Florida 32727

Board Reappointment/Resignation 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:
 I request to seek reappointment to the above Board.

Name: Dorothy Stevenson

Address: Eustis, FL

Contact Number:

Email Address:

Date: 2/11/2026

Signature: Dorothy Stevenson

Digitally signed by
 Dorothy Stevenson
 Date: 2026.02.11
 15:33:23 -05'00'

Please return completed form to 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 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

Term Expiration: 03/28/2023

Reappointment: 03/02/2023

Term Expiration: 02/28/2026

Member

Dorothy Stevenson

806 Liberty St., Eustis, FL 32726

(352) 321-2169

yolandastaylor7@gmail.com

Appointment: 5/19/2022 (partial term)

Term Expiration: 02/28/23

Reappointment: 04/17/2025

Term: 02/28/2023 to 02/28/2026

Vice-Chairperson

Monte Stamper

611 Fernshaw Ave., Eustis, FL 32726

H: (352) 483-3560 W: (407) 948-4045

Allmighty.ms@gmail.com

Term Expiration: 12/31/2022

Reappointment: 03/02/2023

Term Expiration: 12/31/2025

Reappointment: 12/09/2025

Term Expiration: 12/31/2028

Alternate

Derek Stewart

3230 Site To See Ave., Eustis, FL 32726

(352) 901-5878

derek.a.stewart1@gmail.com

Appointment: 04/17/2025 (partial term)

Term Expiration: 07/07/2025

Term: 07/07/2025 to 07/07/2028

Member

Shannon Graves

496 Darshire Avenue, Eustis, FL 32736

(321) 356-3531

Sierra_golf@yahoo.com

Appointment: 04/17/2025

Term: 04/22/2025 to 04/22/2028

Former: Robyn Sambor

Appointment: 07/07/2022

Resigned: 07/08/2024

HPB Attorney

Cheyenne Rossi, Associate Attorney

Bowen and Schroth, P.A.

600 Jennings Avenue

Eustis, Florida 32726

W: (352) 589-1414

crossi@bowenschroth.com

Member

Ronald K. Musselman

226 S. Grove St., Eustis, FL 32726

C: (352) 978-1921

kirk@davelowerealty.com

Appointment: 02/18/2021 (partial term)

Term Expiration: 12/31/2021

Reappointment: 01/06/2022

Term Expiration: 12/31/2024

Reappointment: 04/17/2025

Term: 12/31/2024 to 12/31/2027

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

Staff Recording Secretary

Deanna Mikiska

City of Eustis – Development Services

Review Coordinator

(352) 483-5426

mikiskad@eustis.org

Secretary: TBD

**Term Lengths and Board Duties are per
Sec. 46-57 of the City's Code**

DIVISION 2. HISTORIC PRESERVATION BOARD¹

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)

¹Cross reference(s)—Administration, ch. 2.

ARTICLE II. ADMINISTRATION¹

DIVISION 1. GENERALLY

Secs. 46-31—46-55. Reserved.

DIVISION 2. HISTORIC PRESERVATION BOARD²

Sec. 46-56. Established.

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- (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)

¹Cross reference(s)—Administration, ch. 2.

²Cross 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.

(Supp. No. 12)

Created: 2022-08-24 09:26:34 [EST]



City of Eustis

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

Item 6.1

TO: EUSTIS CITY COMMISSION
FROM: TOM CARRINO, CITY MANAGER
DATE: FEBRUARY 19, 2026
RE: APPROVAL OF RESOLUTION NUMBER 26-15 AMENDING THE FY 2025/26
ADOPTED BUDGET FOR THE SALES TAX FUND (010) AND GOVERNMENTAL
GRANTS FUND (018) TO ADJUST THE ADOPTED BUDGET TO REFLECT A
GRANT AWARDED BY FDOT FOR THE NORTHSHERE BRIDGE AND CULVERT
ENGINEERING PROJECT

Background:

The City applied for State Appropriations assistance for the Northshore Bridge and Culvert Engineering Project. The City recently received notice that the request was approved for \$200,000 and will be funded by an FDOT State Funded Grant.

Staff is requesting a budget amendment to move the amount of the funds awarded from the Sales Tax Fund (010) to the Governmental Grants Fund (018). Doing so allows staff to be better able to separately track project expenditures between grants and City funds.

Upon approval, the Sales Tax Fund (010) and General Governmental Grants Fund (018) FY 2025/26 Adopted Budgets will be amended as follows:

Sales Tax Fund – Northshore Bridge & Culvert

010-0000-337-40-02 – Revenue	(\$200,000)
010-8600-519-60-03 – Expense	(\$200,000)

General Governmental Grants Fund – Northshore Bridge & Culvert

018-0000-334-20-11 – Revenue	\$200,000
018-8600-541-62-13 – Expense	\$200,000

Recommended Action:

Staff recommends approval of Resolution Number 26-15.

Budget and Staff Impact:

There is no overall effect on the City's total budget.

Prepared by:

Lori Carr, Finance Director

Reviewed by:

Mari Leisen, Deputy Finance Director
Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 26-15

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
LAKE COUNTY, FLORIDA; AMENDING THE BUDGET FOR FISCAL
YEAR 2025/26 FOR THE SALES TAX AND GOVERNMENTAL GRANTS
FUNDS TO ACCOUNT FOR GRANTS/DONATIONS
AWARDED/RECEIVED IN FY 2025/26; REPEALING ALL
RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT
HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the City of Eustis applied for an FDOT State Funded Grant for the Northshore Bridge and Culvert Engineering Project; and

WHEREAS, the City of Eustis has since received confirmation of the grant award in the amount of \$200,000; and

WHEREAS, the total project cost is \$410,283; and

WHEREAS, the City has budgeted and will fund \$210,283 of the total cost while the grant will fund \$200,000 of the total cost; and

WHEREAS, it is in the best interest of the City to amend the budget for the Sales Tax Fund (010) and the Governmental Grants Fund (018) in order to better track grant funded costs; and

WHEREAS, the Sales Tax General Fund (010) and Governmental Grants Fund (018) will be amended as follows:

<u>Sales Tax Fund – Northshore Bridge & Culvert</u>	
010-0000-337-40-02 – Revenue	(\$200,000)
010-8600-519-60-03 – Expense	(\$200,000)

<u>General Governmental Grants Fund – Northshore Bridge & Culvert</u>	
018-0000-334-20-11 – Revenue	\$200,000
018-8600-541-62-13 – Expense	\$200,000

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of Eustis, Lake County, Florida, as follows:

Section 1

That the FY 2025/26 Adopted Budgets for the Sales Tax Fund and Governmental Grants Fund are amended to reduce the Sales Tax Fund by a net amount of \$200,000 and to increase the Governmental Grants Fund by a net amount of \$200,000 to

account for an FDOT funded grant for the Northshore Bridge and Culvert Engineering Project.

Section 2

That the Finance Director of the City of Eustis is hereby authorized to amend the FY 2025/26 Adopted Budgets for the Sales Tax Fund and the Governmental Grants Fund.

Section 3

That this Resolution shall take effect immediately upon its adoption.

DONE AND RESOLVED this 19th of February 2026 in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Emily A. Lee
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 19th day of February 2026, by Emily A. Lee, 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 26-15 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



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: Resolution Number 26-16: Approving a Purchase in Excess of \$100,000 for a Public Works Grapple Truck

Introduction:

Resolution Number 26-16 approves an expenditure in excess of \$100,000.00 for a replacement grapple truck that is essential for specialized collection operations in Public Works and authorizes the City Manager to execute all agreements associated with the purchase.

Background:

The approved fiscal year 2025-2026 budget includes funds for the purchase of a grapple truck for Public Works. The grapple truck is used for efficiently lifting and loading waste, debris and trees during daily operations and in the event of a storm. The grapple truck is scheduled to replace an unreliable and timeworn truck that does not meet the current increase of needs within the Public Works Department.

The grapple truck is a new vehicle being purchased through Apex Equipment. Apex Equipment offers the lowest bid for grapple truck in comparison to Ring Power and Nextran. Public Works staff is confident that this vehicle is reliable and meets the growing needs of the department.

Recommended Action:

Staff recommends approval of Resolution Number 26-16.

Policy Implications:

Not applicable.

Budget/Staff Impact:

The funds were included in the approved Fiscal Year 2025-2026 budget for the purchase of this truck. The total cost for the grapple truck is \$225,350.00, which falls within the Public Works budget.

013-4130-541-60-64: Grapple Truck and Dump Truck: \$405,000.00

Business Impact Estimate:

N/A

Prepared By:

Ruth Martinez – Administrative Assistant, Public Works Department

Reviewed By:

Brent Matthews, Deputy Director of Public Works

Greg Dobbins, Director of Public Works

Miranda Burrowes, Deputy City Manager

Attachments:

Resolution Number 26-16

Available Upon Request:

Quotes

RESOLUTION NUMBER 26-16

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF \$100,000 FOR A PUBLIC WORKS GRAPPLE TRUCK

WHEREAS, the purchase of a grapple truck is needed by Public Works for daily and specialized operations; and

WHEREAS, the City's approved 2025-2026 budget includes funds for the purchase of a grapple truck; and

WHEREAS, the grapple truck is a new vehicle and is approved in accordance with the City's purchasing policies; and

WHEREAS, the grapple truck is to be purchased through Apex Equipment; and

WHEREAS, the City of Eustis Purchasing Ordinance requires that the City Commission approve any expenditure 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 expenditures in excess of \$100,000 for a grapple truck; and
- (2) The City Commission hereby authorizes the City Manager to execute all agreements associated with the approved expenditure; and
- (3) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 19th day of February, 2026, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

ATTEST:

Emily A. Lee
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 19th day of February, 2026, by Emily A. Lee, Mayor, 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 26-16 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: FEBRUARY 19, 2026
 RE: APPROVAL OF RESOLUTION NUMBER 26-21: AMENDING THE FY 2025/26 ADOPTED BUDGET FOR THE GOVERNMENTAL GRANTS FUND (018) TO RECOGNIZE AWARD OF FY 2025/26 FDLE GRANT

Background:

The City applies for grants throughout the year. Oftentimes, the grants are awarded after the annual budget is adopted.

The Eustis Police Department applied for, and received, a grant from the Florida Department of Law Enforcement (FDLE). The award was presented to, and approved, by the City Commission on October 23, 2025. This amendment provides for the mechanism to formally recognize the grant revenue and resulting expenditures in the FY 25/26 Adopted Budget.

Upon approval, the General Governmental Grants Fund FY 2025/26 Adopted Budget will be amended as follows:

FDLE – Skydio Drone System

018-0000-334-20-07 - Revenue	\$ 25,000
018-2180-521-60-07 - Expense	\$ 25,000

Recommended Action:

Staff recommends approval of Resolution Number 26-21.

Budget and Staff Impact:

This request for approval is for an equal amount of revenue and expenditure. Approval of this budget amendment will have no net impact on the FY 2025/26 Adopted Budget.

Prepared by:

Lori Carr, Finance Director

Reviewed by:

Mari Leisen, Deputy Finance Director

Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 26-21

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
LAKE COUNTY, FLORIDA; AMENDING THE BUDGET FOR FISCAL
YEAR 2025/26 FOR THE GOVERNMENTAL GRANTS FUND TO
ACCOUNT FOR GRANT AWARDED BY THE FLORIDA DEPARTMENT
OF LAW ENFORCEMENT (FDLE) IN FY 2025/26; REPEALING ALL
RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT
HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the City of Eustis Police Department has been awarded a grant from the Florida Department of Law Enforcement (FDLE) for a Skydio Drone System in the amount of \$25,000; and

WHEREAS, the City Commission approved award of the grant on October 23, 2025, and

WHEREAS, there are no match requirements for any of these funds; and

WHEREAS, it is in the best interest of the City to amend the budget for the Governmental Grants Fund (018); and

WHEREAS, the Governmental Grants Fund (018) FY 2025/26 Adopted Budget will be amended as follows:

<u>FDLE – Skydio Drone System</u>		
018-0000-334-20-07 - Revenue		\$ 25,000
018-2180-521-60-07 - Expense		\$ 25,000

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of Eustis, Lake County, Florida, as follows:

Section 1

That the FY 2025/26 Adopted Budget for the Governmental Grants Fund is to be amended to recognize equal amounts of revenue and expenditures for the Eustis Police Department Skydio Drone Systems grant awarded/received in FY 2025/26, for a net budgetary impact of zero.

Section 2

That the Finance Director of the City of Eustis is hereby authorized to amend the FY 2025/26 Adopted Budget for the Governmental Grants Fund (018).

Section 3

That this Resolution shall take effect immediately upon its adoption.

DONE AND RESOLVED this 19th day of February 2026 in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 19th day of February 2026, by Emily A. Lee, Mayor, 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 26-21 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



City of Eustis

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

TO: EUSTIS CITY COMMISSION

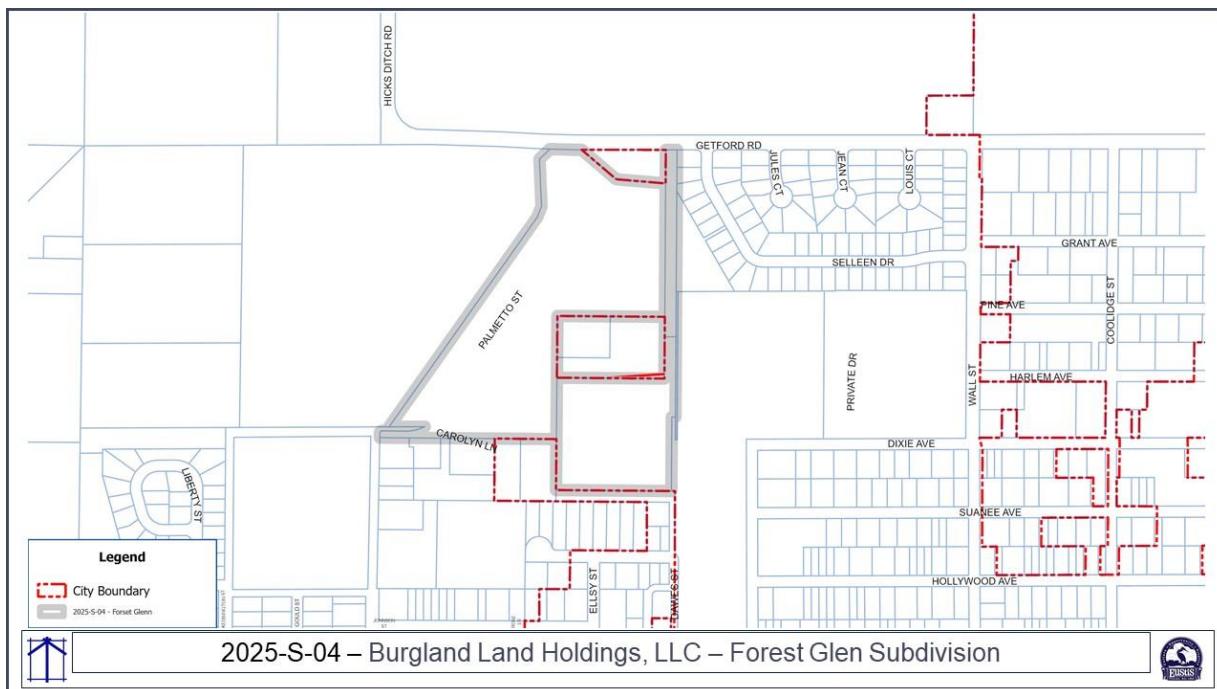
FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: Resolution Number 26-17: Preliminary Subdivision Plat w/ Waivers for Forest Glenn for Parcels with Alternate Key Numbers 1193532, 1193770, and 3862860

Introduction:

Resolution Number 26-17: Preliminary Subdivision Plat for Preliminary Subdivision Plat approval for Forest Glenn, a 97-lot single-family attached townhome residential subdivision on approximately 23.13 acres located on the east and west side of Palmetto Street south of Getford Road. (Alternate Key Numbers 1193532, 1193770, and 3862860).



Background:

Pertinent Site Information:

- The subject property comprises about 23.13 acres, which is currently vacant.
- The site is within the Mixed Commercial Residential (MCR) and Urban Residential (UR) land use districts, which allow single-family attached residential homes and townhomes up to 12 dwelling units per acre (MCR) and 8 dwelling units per acre (UR), respectively.

- c. The property is within the Suburban Neighborhood Design District.
- d. The Townhome subdivision is proposed for 97 lots at a net density of 6.27 dwelling units per acre.
- e. The site and surrounding properties' land use, design district designations, and existing uses are shown below:

Location	Existing Use	Future Land Use	Design District
Site	Undeveloped Property	Mixed Commercial Residential (MCR) and Urban Residential (UR)	Suburban Neighborhood
North	City of Eustis Waste Water Plant	Public Institutional (PI)	Suburban Neighborhood
South	Single Family Residential	Urban Residential (UR)	Suburban Neighborhood
East	Lake County School Board Curtright Campus	Public Institutional (PI)	Suburban Neighborhood
West	City of Eustis Waste Water Plant	Public Institutional (PI)	Suburban Neighborhood

Proposed Development:

The proposed development is 97 townhouse lot typology lots (conforming with the Suburban Neighborhood design district and Section 110-4.5, Townhouse lot type) for single-family attached residences. The minimum lot dimensions will be 22 feet by 90 feet. The proposed Preliminary Plat is included in the attached supplementary materials.

Subdivision Component	Code	Provided
Gross Area	n/a	23.13 acres
Net Area (gross area less wetlands, water bodies)	n/a	15.47 acres
Lot Typology	Townhouse Lot	97 lots, each minimum 22' by 90'
Density	Twelve (12) dwelling units/acre maximum	6.27 dwelling units/acre
Open Space	25% minimum	47% excluding wetland (7.28 ac)
Park Space	1.0 acres for 50-99 lots	1.34 acres Playfield/dog park

Waivers:

Waivers are requested; otherwise, this proposed preliminary subdivision plat meets all City requirements in the Code of Ordinances and Land Development Regulations, as well as the Florida Statutes, at this time. Item 7.1

Requested Waivers:

1. Request a variance from Section 115-9.3.2.a.3 to allow for a 0' landscape buffer along the western property line adjacent to the treatment plant property.
2. Request a variance from Section 115-7.3 to allow for a proposed sidewalk to only run the entire length of Palmetto Street on one side of the road (west). The proposed sidewalk on the east side of Palmetto Street will only run down a portion of the road due to wetland buffer constraints on the north side of the project. Two raised crosswalk speed tables have been added across Palmetto Street to allow pedestrians to safely cross Palmetto Street to the proposed sidewalk on the west side of the road.

Recommended Action:

Development Services and the City of Eustis Development Review Committee have found the proposed Preliminary Subdivision Plat in compliance with the City of Eustis Code and Comprehensive Plan. Staff finds reasonable justification for the requested waivers. Staff recommends that the City Commission consider approving the Preliminary Subdivision Plat for Forest Glenn under Resolution Number 26-17.

Policy Implications:

None

Alternatives:

- Approve Resolution Number 26-17
- Deny Resolution Number 26-17

Budget/Staff Impact:

None

Business Impact Estimate:

Not required

Prepared By:

Jeff Richardson, AICP, Deputy Director, Development Services

Reviewed By:

Mike Lane, AICP, Director, Development Services

Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 2026-17

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING A PRELIMINARY SUBDIVISION PLAT WITH WAIVERS FOR THE FOREST GLENN SUBDIVISION (2025-S-04), A 97-LOT TOWNHOME SINGLE-FAMILY RESIDENTIAL SUBDIVISION, ON APPROXIMATELY 23.13 ACRES OF PROPERTY LOCATED ON THE EAST AND WEST SIDE OF PALMETTO STREET SOUTH OF GETFORD ROAD (ALTERNATE KEY NUMBERS 1193532, 1193770, and 3862860).

WHEREAS, Burgland Land Holdings, LLC (owners), has made an application for Preliminary Subdivision Plat approval for Forest Glenn, a 97-lot single-family townhome attached residential subdivision on approximately 23.13 acres located on the east and west side of Palmetto Street south of Getford Road, more particularly described as follows:

Parcel Alternate Key Number: 1193532, 1193770, and 3862860

LEGAL DESCRIPTION

See Exhibit A

WHEREAS, the property described above has a Land Use Designation of Mixed Commercial Residential and Urban Residential and a Design District designation of Suburban Neighborhood; and

WHEREAS, Single-family attached residential dwelling units and Townhomes are permitted in the Mixed Commercial Residential land use designation at up to 12 dwelling units per acre and the Urban Residential land use designation at up to 8 dwelling units per acre; and

WHEREAS, the preliminary subdivision plat for Forest Glenn proposes a net density of 6.27 dwelling units per acre or less, which is consistent with the residential density allowed in the Mixed Commercial Residential (MCR) future land use designation and the Urban Residential land use designation; and

WHEREAS, the applicant is requesting waivers to the City of Eustis Land Development Regulations Sections 115-9.3.2.A.3 and 115-7.3.

WHEREAS, the proposed preliminary subdivision plat as submitted is consistent with the City's Comprehensive Plan and Land Development Regulations; and

WHEREAS, the City Commission finds that approval of the requested preliminary subdivision plat is in the best interests of the public health, safety, and welfare.

NOW, THEREFORE, BE IT RESOLVED BY THE EUSTIS CITY COMMISSION AS FOLLOWS:

SECTION 1. That the Forest Glenn Preliminary Subdivision Plat for 97 single-family attached residential units located on the east and west side of Palmetto Street south of Getford Road, attached hereto as Exhibit B, is hereby approved with the following waivers:

1. Sec. 115-9.3.2.a.3 to allow for 0' landscape buffer along the western property line
2. Request a variance from sec. 115-7.3 to allow for a proposed sidewalk to only run the entire length of Palmetto Street on one side of the road (west). The proposed sidewalk on the east side of Palmetto Street will only run down a portion of the road due to wetland buffer constraints on the north side of the project. Two raised crosswalk speed tables have been added across Palmetto Street to allow pedestrians to safely cross Palmetto Street to the proposed sidewalk on the west side of the road.

SECTION 2. That the Preliminary Subdivision Plat shall be subject to the owner/developer complying with the following conditions:

- a) Submit the Final Engineering and Construction Plans and Final Plat to comply with all requirements of the Eustis Land Development Regulations, Eustis Engineering Design Standards Manual, Florida Statutes, and the provisions of this resolution within one year of the approval of this resolution.
- b) Develop the property in accordance with the approved Preliminary Subdivision Plat as referenced in Section 1 and attached hereto as Exhibit B.
- c) Obtain and provide copies of all applicable permits from other jurisdictional agencies.

DONE AND RESOLVED this 19th day of February, 2026, in a regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 19th day of February 2026, by Emily A. Lee, 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 the use and reliance of the City Commission of the City of Eustis, Florida; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office

Date**CERTIFICATE OF POSTING**

The foregoing Resolution Number 26-17 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

EXHIBIT A

LEGAL DESCRIPTION

A PARCEL OF LAND LYING IN SECTION 1, TOWNSHIP 19 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT, SAID POINT BEING ON THE SOUTH RIGHT OF WAY LINE OF GETFORD ROAD AT IT'S INTERSECTION WITH THE WEST LINE OF LOT 26, PINE RIDGE ESTATES, SAID PINE RIDGE ESTATES IS RECORDED IN PLAT BOOK 18, PAGE 31 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUNNING WITH THE WEST LINE OF SAID LOT 26, PINE RIDGE ESTATES, S00°19'56"W, A DISTANCE OF 1214.95 FEET TO AN IRON ROD; THENCE S89°26'09"W, A DISTANCE OF 16.00 FEET TO AN IRON ROD; THENCE S00°20'53"W, A DISTANCE OF 280.00 FEET TO AN IRON ROD; THENCE N89°45'46"W, A DISTANCE OF 535.73 FEET TO AN IRON ROD; THENCE N00°21'08"E, A DISTANCE OF 238.93 FEET TO AN IRON ROD; THENCE N89°32'42"W, A DISTANCE OF 560.60 FEET TO AN IRON ROD, THENCE N19°59'44"W, A DISTANCE OF 48.03 FEET TO A NAIL IN THE PAVEMENT OF PALMETTO STREET; THENCE N89°32'42"W, A DISTANCE OF 110.62 FEET TO AN IRON ROD; THENCE N36°24'46"E, A DISTANCE OF 1102.13 FEET TO A 4"X4" CONCRETE MONUMENT; THENCE N22°52'18"E, A DISTANCE OF 51.48 FEET TO A 4"X4" CONCRETE MONUMENT; THENCE N01°35'43"W, A DISTANCE OF 211.20 FEET TO A 4"X4" CONCRETE MONUMENT; THENCE N47°26'18"E, A DISTANCE OF 97.68 FEET TO A POINT ON THE SOUTH RIGHT OF WAY OF GETFORD ROAD; THENCE S87°29'55"E, A DISTANCE OF 112.71 FEET TO A 4"X4" CONCRETE MONUMENT; THENCE S48°29'57"E, A DISTANCE OF 202.62 FEET TO AN IRON ROD; THENCE S84°04'57"E, A DISTANCE OF 192.11 FEET TO AN IRON ROD; THENCE N00°19'56"E, A DISTANCE OF 151.38 FEET TO A POINT ON THE SOUTH RIGHT OF WAY OF GETFORD ROAD; THENCE S89°33'05"E, A DISTANCE OF 50.00 FEET TO THE POINT OF BEGINNING.

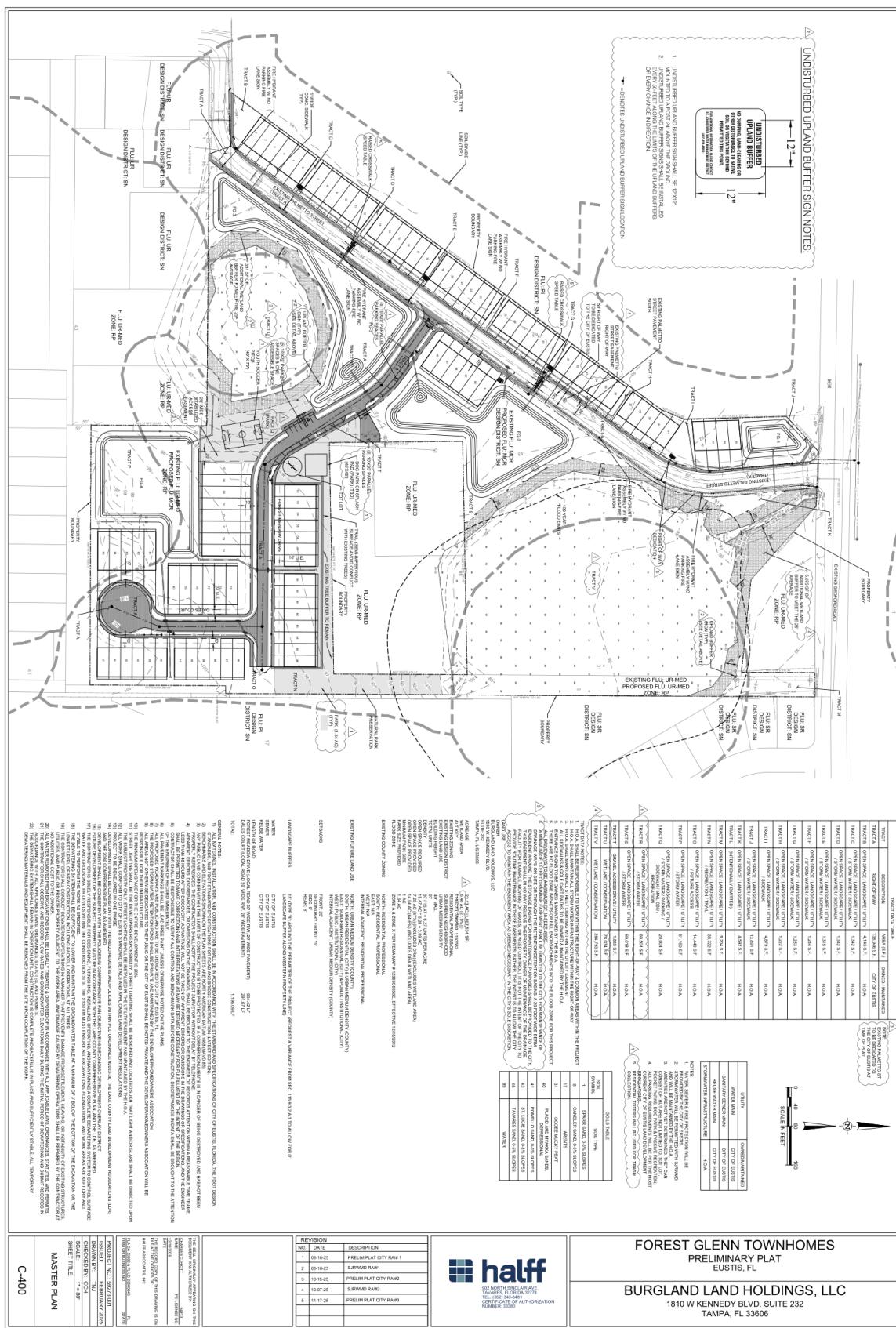
LESS AND EXCEPT THE FOLLOWING DESCRIBED PARCEL:

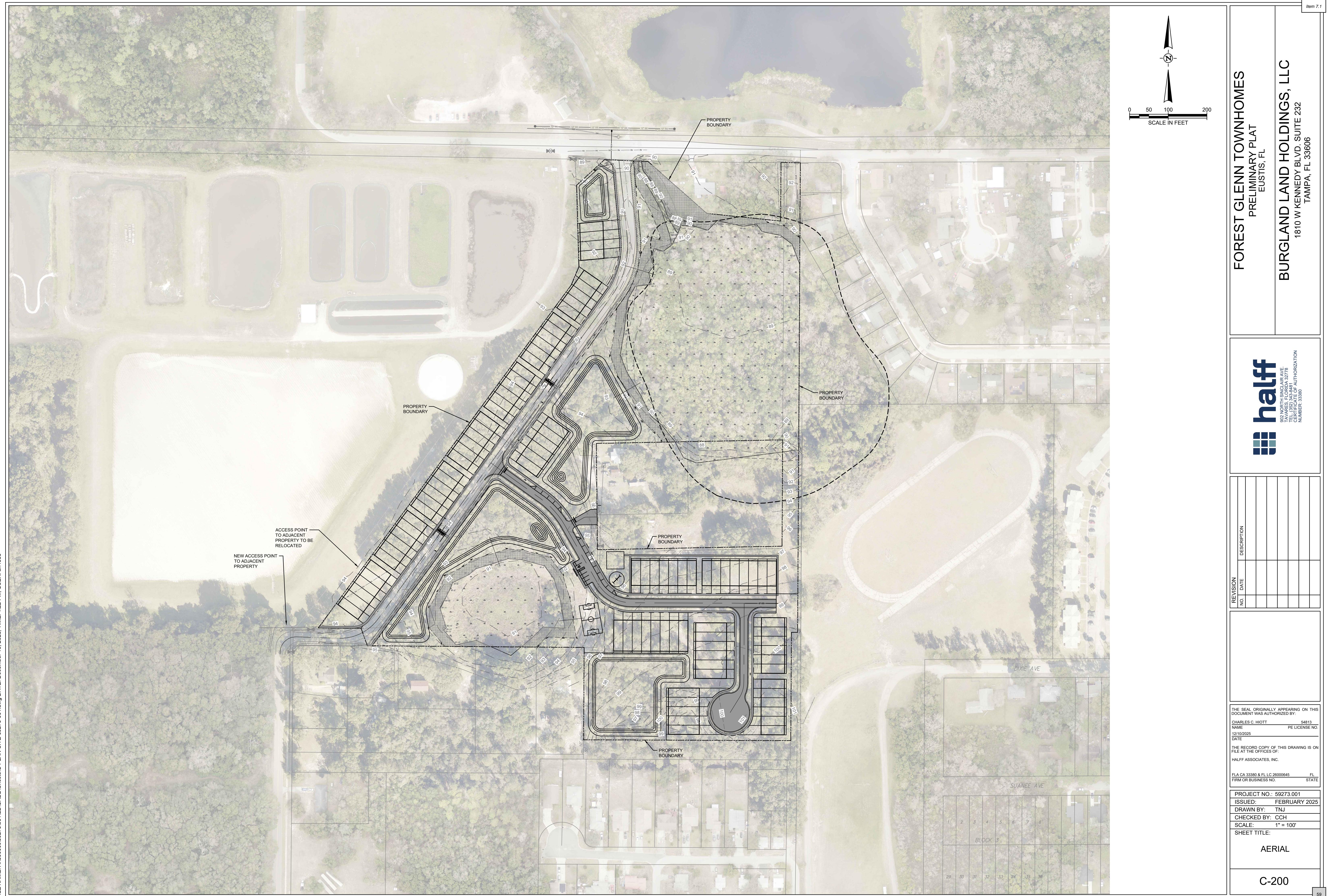
COMMENCING AT A POINT, SAID POINT BEING ON THE SOUTH RIGHT OF WAY LINE OF GETFORD ROAD AT IT'S INTERSECTION WITH THE WEST LINE OF LOT 26, PINE RIDGE ESTATES, SAID PINE RIDGE ESTATES IS RECORDED IN PLAT BOOK 18, PAGE 31 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUNNING WITH THE SOUTH RIGHT OF WAY LINE OF GETFORD ROAD, N89°33'05"W, A DISTANCE OF 50.00 FEET TO AN IRON ROD, THENCE S00°19'56"W, A DISTANCE OF 151.38 FEET TO AN IRON ROD; THENCE S84°04'57"E, A DISTANCE OF 8.46 FEET TO AN IRON ROD; THENCE S00°19'56"W, A DISTANCE OF 565.12 FEET TO AN IRON ROD AND THE POINT OF BEGINNING; THENCE CONTINUE S00°19'56"W, A DISTANCE OF 275.07 FEET TO AN IRON ROD; THENCE S88°54'42"W, A DISTANCE OF 477.34 FEET TO A 4"X4" CONCRETE MONUMENT; THENCE N00°35'19"W, A DISTANCE OF 275.00 FEET TO A 4"X4" CONCRETE MONUMENT; THENCE S88°54'42"E, A DISTANCE OF 481.76 FEET TO THE POINT OF BEGINNING;

CONTAINING 1,007,534 SQ. FT. OR 23.13 ACRES±.

Legal Copied from Applicant submitted Survey dated June 4, 2025, digital seal Luke P. Fulford, PSM License Number 6954.

EXHIBIT B







City of Eustis

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

Item 7.2

TO: EUSTIS CITY COMMISSION
FROM: TOM CARRINO, CITY MANAGER
DATE: FEBRUARY 19, 2026
RE: RESOLUTION NUMBER 26-18:
REDUCTION OF FINE/RELEASE OF LIEN, 315 PALMETTO ST
CODE ENFORCEMENT CASE 20-00557

Introduction:

Resolution Number 26-18 approves a Code Enforcement Order reducing an outstanding code enforcement lien totaling \$21,300 to \$2,130 and releases the liens against a vacant lot located at 315 Palmetto Street, upon payment.

The Resolution also provides the City Commission an opportunity to consider a compromise regarding the fine reduction. The additional options proposed are as follows:

- The lien shall be reduced to \$ _____, payable within _____ days of the effective date of this Resolution; or
- The lien shall remain in the full amount of \$21,300, due and payable to the City; or
- No payment shall be due, and the lien shall be released.

Recommended Action:

The administration recommends approval of Resolution Number 26-18.

Background:

1. Code Board Action:

On November 10, 2025, the Code Enforcement Board reviewed a fine reduction request submitted by Tamilia Fair, the owner of 315 Palmetto Street. The Board denied her request for a reduction to administrative costs (\$915) but agreed to reduce the fine to \$2,130 to be paid within 30 days of City Commission approval, or the original full fine imposed shall become due.

2. Case History:

On August 29, 2018, the Code Department issued a Notice of Violation and Order to Correct after determining that the vacant lot was overgrown with grass or weeds to a height of twelve inches or more from the ground, which is a violation of Sec. 34-96(a)(1) of City Code. It was mailed to Tamila Fair, property owner, requiring the lot to be cleared of all overgrown conditions by September 17, 2018.

On September 21, 2018, a Notice of Violation/Hearing was issued after the property failed re-inspection. The notice required compliance by October 1, 2018, and was sent via Certified Mail, Return Receipt Requested and First-Class mail to Tamila Fair at 497 E. Cleveland Street, Apopka, Florida, which was the mailing address on file with the Lake County Property Appraiser's Office. In addition, a copy of the notice was posted at the property.

On October 8, 2018, the Code Enforcement Board issued an Order of Enforcement requiring the property be brought into compliance by October 18, 2018, or a fine of \$100 per day would be imposed. A copy of the Order was mailed to Tamilia Fair, who did not attend the Hearing.

On October 25, 2018, a Notice of Hearing for certification of noncompliance and assessment of fine, scheduled for December 10, 2018, was mailed to Tamilia Fair, which she did not attend.

On December 13, 2018, the Order Imposing Fine was mailed to Tamilia Fair with a cover letter stating if compliance was not obtained by January 10, 2019, the Order would be recorded in the public records, thereby constituting a lien against the property. No response was received and no action was taken to bring the property into compliance; therefore, the Order was recorded in the public records on March 26, 2019.

On May 20, 2019, the property passed inspection and an Affidavit of Compliance was issued. It was mailed to the property owner on May 22, 2019, advising that the daily fines had accrued to \$21,300.

On September 15, 2025, Tamilia Fair contacted the Department after becoming aware that two Code Enforcement liens had been recorded against her property and inquired about any available options to address the associated fees. She was provided copies of all the files associated with the liens and informed that there is a fine reduction process; however, she was advised that the property did not currently qualify due to a new violation for overgrown grass.

On October 14, 2025, Tamilia Fair notified the Department that the grass was cut and inquired about the next step in the fine reduction process. She was informed that the property passed inspection on October 6, 2025, and was provided a Fine Reduction Application, which was promptly submitted for processing.

Community Input

No adjacent property owners attended the Code Enforcement Hearings.

Budget / Staff Impact:

If the Resolution is approved, the City could receive \$2,600, which exceeds the administrative costs incurred in bringing the property into compliance with City Code.

Reviewed By:

Craig A. Capri, Chief of Police
Jon Fahning, Captain

Prepared By:

Eric Martin, Code Enforcement Supervisor

Attachments

- Resolution Number 26-18
- Fine Reduction Application

RESOLUTION NUMBER 26-18

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, PROVIDING FOR COMMISSION DETERMINATION OF A CODE ENFORCEMENT LIEN ON PROPERTY LOCATED AT 315 PALMETTO STREET; AUTHORIZING IMPLEMENTING ACTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis, Florida established code enforcement fines against the following described property under Case Number 18-00810 against Tamilia Fair, property owner, for failing to comply with City Ordinances:

EUSTIS, HOGAN'S SUB BEG AT SW COR BLK E, RUN N 26-48-30 E ALONG E'LY R/W LINE OF CLAY RD A DIST OF 110.58 FT FOR POB, CONT N 26-48-30 E 73.94 FT, E 115.20 FT, S 26-48-30 W 73.94 FT, W 115.20 FT TO POB, BEING PART OF BLK E PB 2 PG 33 ORB 4805 PG 551, and

WHEREAS, the City of Eustis, Florida, a Florida municipal Corporation, recorded a Code Enforcement Lien against the subject property on March 26, 2019, in Official Record Book 5254, Page 239, in the office of the Clerk of the Circuit Court, Lake County, State of Florida; and

WHEREAS, the property was in violation of city code for 213 days before being brought into compliance; and

WHEREAS, the daily fines accrued to \$21,300; and

WHEREAS, on November 5, 2025, the property owner submitted an application requesting that the fines be reduced to administrative costs (\$915); and

WHEREAS, on November 10, 2025, the Code Enforcement Board denied the request and recommended that the City Commission reduce the accrued fines to \$2,130, payable within 30 days; and

WHEREAS, Section 162.09(3), Florida Statutes, provides that code compliance liens run in favor of the local governing body, and the local governing body may agree to satisfy or release code compliance liens; and

WHEREAS, the Attorney General has stated that after such liens have been recorded the local governing body, such as the City Commission, is vested with the authority to compromise, reduce, or satisfy said liens; and

WHEREAS, the City Commission in considering this matter may elect to compromise (including setting terms and conditions for said compromise), reduce, or satisfy said lien; and

WHEREAS, the Attorney General has concluded the local governing body, such as the City Commission, may delegate its authority to execute satisfactions or releases of code compliance liens so long as such delegation does not result in a complete divestiture of such liens to a private party; and

WHEREAS, the City Commission authorizes the City Manager to execute a release or satisfaction of lien, as may be appropriate and consistent with the City Commission's decision to compromise, reduce, or satisfy said lien.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

Section 1. Recitals. The above recitals are hereby adopted as the findings of the City Commission.

Section 2. Implementing Actions. The City Manager, or his/her designee, is hereby authorized to take all administrative actions necessary to effectuate the provisions of this Resolution, including execution of satisfactions or releases of lien, acceptance of payment, and the granting of one payment extension not to exceed thirty (30) days from the effective date of this Resolution. Any such actions shall be consistent with and limited to the determination of the City Commission as set forth herein.

Section 3. Lien at Issue. The City Commission has considered the code enforcement lien for Case Number 18-00810 with a current outstanding amount of \$21,300.

Section 4. Quasi-Judicial Determination. The City Commission, having considered the recommendation of the Code Enforcement Board, and any evidence and testimony presented at hearing, hereby makes the following determination regarding the code enforcement lien in the amount of \$21,300 recorded against the subject property:

- The lien shall be reduced to \$2,130, consistent with the Board's recommendation, payable within thirty (30) days of the effective date of this Resolution, unless otherwise extended by the City Manager in accordance with Section 2; or
- The lien shall be reduced to \$ _____, payable within _____ days of the effective date of this Resolution, unless otherwise extended by the City Manager in accordance with Section 2; or
- The lien shall remain in the full amount of \$21,300, due and payable to the City; or
- No payment shall be due, and the lien shall be released.

Section 5. Enforcement. Failure to comply with the terms of the City Commission's determination shall result in the lien being immediately reinstated in its full original amount.

Section 6. Effective Date. This Resolution shall take effect immediately upon its adoption by the City Commission.

DONE AND RESOLVED this 19th day of February 2026, in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 19th day of February 2026, by Emily A. Lee, 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 Resolution Number 26-18 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

Case No. 18-00810



RECEIVED
NOV 05 2025
BY: AKT

APPLICATION TO REQUEST A REDUCTION OF ACCRUED CODE ENFORCEMENT FINE

BY COMPLETING THIS FORM, YOU ARE MAKING STATEMENTS UNDER OATH. FAILURE TO BE TRUTHFUL IS A VIOLATION OF FLORIDA STATUTES PERTAINING TO PERJURY, WHICH IS A FELONY PUNISHABLE BY UP TO 15 YEARS IMPRISONMENT.

INSTRUCTIONS: Please complete both pages of this form. Be specific when writing your statement. Please submit the completed notarized application to the Code Enforcement office located at 51 East Norton Avenue, Eustis, FL, by U.S. Mail at P.O. Drawer 68, Eustis, FL 32727, or email to codeenforcement@ci.eustis.fl.us no later than 5:00 p.m., Friday, November 7, 2025.

APPLICATION BECOMES VOID IF NOT SUBMITTED BY DEADLINE,
UNLESS AN EXCEPTION IS MADE BY THE CITY.

If the completed form is received by the deadline, the request will be presented to the Code Enforcement Board (CEB) at the next regularly scheduled hearing on November 10, 2025 at 3:00 p.m. in the City Commission Chambers located in City Hall at 10 North Grove Street.

SUBMITTAL OF THIS APPLICATION IS NOT A GUARENTEE THAT THE CEB WILL APPROVE

Your attendance is highly recommended. If you fail to attend, the Board may act solely on the presentation by the Code Enforcement Officer.

If the CEB approves the reduction request, the CEB's recommendation will be submitted to the City Commission for approval at their next scheduled meeting before taking effect.

If you have any questions, please call the Code Enforcement Office at (352) 483-5464 or email codeenforcement@ci.eustis.fl.us.

Property Owner Name: Tamilia Fair Phone: 321-689-8961
 Address: 497 E. Cleveland St E-mail: Tfair77@gmail.com
 City: Altamonte Springs State: FL Zip: 32703

If the property owner is unable to complete this form, list name of person who is authorized to act for the Property Owner and their relationship. _____

Address or location of property where violation existed: 353 Palmetto St Eustis, FL

Date violation brought into compliance: 09/2025

Date Code Enforcement Office called to request re-inspection: 10/05/2025

Total Accrued Fine: \$21,300 What reduction amount are you requesting: \$ to pay open

On Page 2, explain reason (in detail) the reason for requesting a reduction of fine and reason original compliance date was not met.

last minimum amount

PLEASE NOTE: ENSURE YOUR POSITION IS CLEARLY STATED HEREIN, AS THE BOARD IS NOT OBLIGATED TO HEAR YOUR TESTIMONY AT THE HEARING.

I, Tamilia Fair do hereby submit this Application for Reduction of Code Enforcement Fine, and in support offer the following statement:

Although I am the stated and listed owner of property, my father was the individual who maintains property over. Over the past years my dad has dealt with some medical issues such as almost life costing COVID-19 during the pandemic and the latest corrected illness of precumming prostate cancer. During this time I as a nurse practitioner provided care for him and did not realize any property maintenance I needed to continue to prevent any violations currently addressing. I became aware of fees/lien as I was attempting to sell the property and it was foreclosed in process. At that time I contacted the individual provided in attempts to rectify fees. Once informed of violation, the issue has since been corrected and I am seeking to dismiss the violations accumulated as a result. I greatly appreciate your time and consideration of this matter.

Date: 11-5-2025

Signed: Tamilia Fair

State of Florida

Print Name: Tamilia Fair

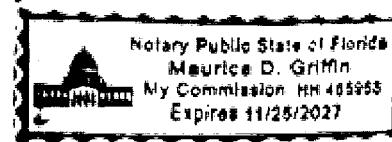
County of Orange

Personally appeared before me, the undersigned authority duly authorized to administer oaths and take acknowledgments, Tamilia Fair who first being sworn, acknowledged before me that the information contained herein is true and correct. He/she is not personally known to me and have each produced a FDL#F34868169 driver's license as identification and did take an oath.

Date: 11-5-2025

Maurice D. Griffee
Notary Public
My Commission Expires: 11/24/2027

Drivers License No. 661554468301-1





City of Eustis

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

Item 7.3

TO: EUSTIS CITY COMMISSION
FROM: TOM CARRINO, CITY MANAGER
DATE: FEBRUARY 19, 2026
RE: RESOLUTION NUMBER 26-19:
REDUCTION OF FINE/RELEASE OF LIEN, 1033 S. GROVE ST
CODE ENFORCEMENT CASE 25-00911

Introduction:

Resolution Number 26-19 approves a Code Enforcement Order reducing an outstanding code enforcement lien totaling \$2,600 to \$1,000 and releases the liens against a vacant lot located at 1033 South Grove Street, upon payment.

The Resolution also provides the City Commission an opportunity to consider a compromise regarding the fine reduction. The additional options proposed are as follows:

- The lien shall be reduced to \$ _____, payable within _____ days of the effective date of this Resolution; or
- The lien shall remain in the full amount of \$2,600, due and payable to the City; or
- No payment shall be due, and the lien shall be released.

Recommended Action:

The administration recommends approval of Resolution Number 26-19.

Background:

1. Code Board Action:

On January 12, 2026, the Code Enforcement Board reviewed a fine reduction request submitted by Alex Pinto with Hish Capital LLC, the owner of 1033 S. Grove Street. The Board approved the applicant's request to reduce the accrued fines to \$1,000 payable within 30 days, or the original full fine imposed shall become due.

2. Case History:

On September 4, 2025, the Code Department issued a Notice of Violation and Order to Correct after determining that the vacant lot was overgrown with grass or weeds to a height of twelve inches or more from the ground, which is a violation of Sec. 34-96(a)(1) of City Code. It was mailed to Hish Capital, LLC, property owner, requiring the lot to be cleared of all overgrown conditions by September 19, 2025.

On September 22, 2025, a Notice of Violation/Hearing was issued after the property failed re-inspection. The notice required compliance by October 6, 2025, and was sent via Certified Mail, Return Receipt Requested and First-Class mail to Hish Capital, LLC at 7512 Dr. Phillips Blvd Suite 50-706, Orlando, Florida, which was the mailing address on file with the Lake County Property Appraiser's Office. In addition, a copy of the notice was posted at the property.

On October 13, 2025, the Code Enforcement Board issued an Order of Enforcement requiring the property be brought into compliance by October 23, 2025, or a fine of \$50 per day would be imposed. A copy of the Order was mailed to Hish Capital, LLC; however, no representatives attended the hearing.

On October 27, 2025, a Notice of Hearing for certification of noncompliance and assessment of fine, scheduled for December 10, 2018, was mailed to Hish Capital, LLC; however, no representatives attended.

On November 19, 2025, the Order Imposing Fine was mailed to Hish Capital, LLC, and it was recorded in public record as a lien against the property on December 8, 2025.

On December 15, 2025, Alex Pinto with Hish Capital, LLC called to report that he just picked up his mail containing the notices previously sent to his company and that the lot had been mowed over the weekend. The property passed inspection the same day, and an Affidavit of Compliance was issued.

On December 16, 2025, the Affidavit was emailed to Mr. Pinto advising that daily fines had accrued in the amount of \$2,600. A Fine Reduction Application was included and was submitted on January 5, 2026.

Community Input

No adjacent property owners attended the Code Enforcement Hearings.

Budget / Staff Impact:

If the Resolution is approved, the City could receive \$1,000, which is enough to recover the City's administrative costs incurred in bringing the property into compliance with City Code.

Reviewed By:

Craig A. Capri, Chief of Police

Jon Fahning, Captain

Prepared By:

Eric Martin, Code Enforcement Supervisor

Attachments

- Resolution Number 26-19
- Fine Reduction Application

RESOLUTION NUMBER 26-19

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, PROVIDING FOR COMMISSION DETERMINATION OF A CODE ENFORCEMENT LIEN ON PROPERTY LOCATED AT 1033 SOUTH GROVE STREET; AUTHORIZING IMPLEMENTING ACTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis, Florida established code enforcement fines against the following described property under Case Number 25-00911 against Hish Capital LLC, property owner, for failing to comply with City Ordinances:

EUSTIS, SALE'S ADD S 38 FT OF W 1/2 OF LOT 20 PB 2 PG 1 ORB 6184 PG 110, and

WHEREAS, the City of Eustis, Florida, a Florida municipal Corporation, recorded a Code Enforcement Lien against the subject property on December 8, 2025, in Official Record Book 6644, Page 796, in the office of the Clerk of the Circuit Court, Lake County, State of Florida; and

WHEREAS, the property was in violation of City code for 52 days before being brought into compliance; and

WHEREAS, the daily fines accrued to \$2,600; and

WHEREAS, on January 5, 2026, the property owner submitted an application requesting that the fines be reduced \$1,000; and

WHEREAS, on January 12, 2026, the Code Enforcement Board approved the request and recommended that the City Commission reduce the fines to \$1,000 payable within 30 days; and

WHEREAS, Section 162.09(3), Florida Statutes, provides that code compliance liens run in favor of the local governing body, and the local governing body may agree to satisfy or release code compliance liens; and

WHEREAS, the Attorney General has stated that after such liens have been recorded the local governing body, such as the City Commission, is vested with the authority to compromise, reduce, or satisfy said liens; and

WHEREAS, the City Commission in considering this matter may elect to compromise (including setting terms and conditions for said compromise), reduce, or satisfy said lien; and

WHEREAS, the Attorney General has concluded the local governing body, such as the City Commission, may delegate its authority to execute satisfactions or releases of code

compliance liens so long as such delegation does not result in a complete divestiture of such liens to a private party; and

WHEREAS, the City Commission authorizes the City Manager to execute a release or satisfaction of lien, as may be appropriate and consistent with the City Commission's decision to compromise, reduce, or satisfy said lien.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

Section 1. **Recitals.** The above recitals are hereby adopted as the findings of the City Commission.

Section 2. **Implementing Actions.** **Implementing Actions.** The City Manager, or his/her designee, is hereby authorized to take all administrative actions necessary to effectuate the provisions of this Resolution, including execution of satisfactions or releases of lien, acceptance of payment, and the granting of one payment extension not to exceed thirty (30) days from the effective date of this Resolution. Any such actions shall be consistent with and limited to the determination of the City Commission as set forth herein.

Section 3. **Lien at Issue.** The City Commission has considered the code enforcement lien for Case Number 25-00911 with a current outstanding amount of \$2,600.

Section 4. **Quasi-Judicial Determination.** The City Commission, having considered the recommendation of the Code Enforcement Board, and any evidence and testimony presented at hearing, hereby makes the following determination regarding the code enforcement lien in the amount of \$2,600 recorded against the subject property:

- The lien shall be reduced to \$1,000, consistent with the Board's recommendation, payable within thirty (30) days of the effective date of this Resolution, unless otherwise extended by the City Manager in accordance with Section 2; or
- The lien shall be reduced to \$ _____, payable within _____ days of the effective date of this Resolution, unless otherwise extended by the City Manager in accordance with Section 2; or
- The lien shall remain in the full amount of \$2,600, due and payable to the City; or
- No payment shall be due, and the lien shall be released.

Section 5. **Enforcement.** Failure to comply with the terms of the City Commission's determination shall result in the lien being immediately reinstated in its full original amount.

Section 6. **Effective Date.** This Resolution shall take effect immediately upon its adoption by the City Commission.

DONE AND RESOLVED this 19th day of February 2026, in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 19th day of February 2026, by Emily A. Lee, 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.

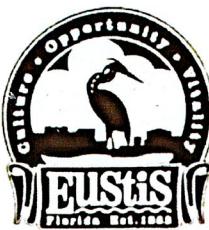
City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 26-19 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



RECEIVED
JAN 05 2026
BY: AKT

Item 7.3

APPLICATION TO REQUEST A REDUCTION OF ACCRUED CODE ENFORCEMENT FINE

BY COMPLETING THIS FORM, YOU ARE MAKING STATEMENTS UNDER OATH. FAILURE TO BE TRUTHFUL IS A VIOLATION OF FLORIDA STATUTES PERTAINING TO PERJURY, WHICH IS A FELONY PUNISHABLE BY UP TO 15 YEARS IMPRISONMENT.

INSTRUCTIONS: Please complete both pages of this form. Be specific when writing your statement. Please submit the completed notarized application to the Code Enforcement office located at 51 East Norton Avenue, Eustis, FL, by U.S. Mail at P.O. Drawer 68, Eustis, FL 32727, or email to codeenforcement@ci.eustis.fl.us no later than 5:00 p.m., Wednesday, January 7, 2026.

**APPLICATION BECOMES VOID IF NOT SUBMITTED BY DEADLINE,
UNLESS AN EXCEPTION IS MADE BY THE CITY.**

If the completed form is received by the deadline, the request will be presented to the Code Enforcement Board (CEB) at the next regularly scheduled hearing on January 12, 2026 at 3:00 p.m. in the City Commission Chambers located in City Hall at 10 North Grove Street.

SUBMITTAL OF THIS APPLICATION IS NOT A GUARENTEE THAT THE CEB WILL APPROVE

Your attendance is highly recommended. If you fail to attend, the Board may act solely on the presentation by the Code Enforcement Officer.

If you have any questions, please call the Code Enforcement Office at (352) 483-5464 or email codeenforcement@ci.eustis.fl.us.

Property Owner Name: Hish Capital LLC Phone: 321-663-9730
 Address: 8954 Birkdale Court E-mail: alexph6@gmail.com
 City: Orlando State: FL Zip: 32819

If the property owner is unable to complete this form, list name of person who is authorized to act for the Property Owner and their relationship. _____

Address or location of property where violation existed: 1033 S. Grove Street

Date violation brought into compliance: 12/14/2025

Date Code Enforcement Office called to request re-inspection: December 15, 2025

Total Accrued Fine: \$2,600 What amount are you requesting: \$1,000.00

On Page 2, explain reason (in detail) the reason for requesting a reduction of fine and reason original compliance date was not met.

PLEASE NOTE: ENSURE YOUR POSITION IS CLEARLY STATED HEREIN, AS THE BOARD IS NOT OBLIGATED TO HEAR YOUR TESTIMONY AT THE HEARING.

I, Alex Pinto do hereby submit this Application for Reduction of Code Enforcement Fine, and in support offer the following statement:

I am requesting a reduction of fine due to financial hardship. We have not been receiving our mail due to an issue with our mailing address. Please consider the reduction and we will ensure to maintain the property from here on out. Thank you for your consideration.

Date: 1/5/2026

State of Florida

County of ORANGE

Signed: 

Print Name: Alex Pinto

Personally appeared before me, the undersigned authority duly authorized to administer oaths and take acknowledgments, ALEX PIRIO who first being sworn, acknowledged before me that the information contained herein is true and correct. He/She is not personally known to me and have each produced a FLORIDA PD DL driver's license as identification and did take an oath.

Date: 1/5/2026





Notary Public
My Commission Expires: 05/30/2027

Drivers License No. P530-000-PI-203-0



City of Eustis

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

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: Resolution Number 26-20: Approval of Purchase and Sale Agreement for Acquisition of Property Located at 100 North Bay Street and Related Parcels

Summary

On November 20, 2025, the City Commission considered Resolution 25-100 related to the purchase of the former Bank of America building and the associated drive-thru properties. The Commission decided to postpone a decision until after downtown priority discussions.

Now that those discussions have commenced, and the waterfront/Ferran Park has unanimously been identified as a priority, staff is asking the Commission to re-visit consideration of the purchase. Staff requests approval of a Purchase and Sale Agreement ("Agreement") with Eustis Properties Corp. for the acquisition of three parcels located at and around 100 North Bay Street in downtown Eustis. The negotiated purchase price is \$1,800,000.00, subject to statutory appraisals, due diligence, and approval by the City Commission. The acquisition will support municipal operations, downtown redevelopment, and long-term economic development goals.

Background

The subject properties consist of three parcels located within the City's downtown core. The parcels include the former Bank of America site and associated parcels identified by the Lake County Property Appraiser as:

- 11-19-26-0300-000-02600
- 11-19-26-0300-000-01200
- 11-19-26-0100-056-00002

The City has been evaluating opportunities to assemble these parcels for public-purpose redevelopment, expanded municipal facilities, and long-term strategic downtown revitalization efforts. Staff entered negotiations with Eustis Properties Corp. to secure the properties at a commercially reasonable price while ensuring compliance with statutory requirements and municipal protections.

Negotiated Terms

The key provisions of the Agreement include:

- Purchase Price: \$1,800,000.00
- Deposit: \$90,000.00 (refundable during due diligence)
- Inspection/Due Diligence Period: 90 days, with one 30-day extension by mutual approval
- Closing: Within 120 days of the Effective Date
- City Termination Right: City may terminate the Agreement in its sole discretion during the Inspection Period
- Closing Agent: Cona Law PLLC, with release of City funds subject to written authorization from the City Attorney
- No waiver of sovereign immunity; full Public Records and Sunshine Law compliance
- Title and survey approval fully at the City's discretion

Appraisal-Driven Price Adjustment (As Required by Section 166.045, F.S.)

Section 4.3 of the Agreement includes a statutory pricing mechanism tied to the two (2) MAI appraisals required under Section 166.045, Florida Statutes. This section allows the purchase price to increase above \$1,800,000.00, up to a maximum of \$2,000,000.00, depending on the average of the two appraisals. The adjustment works as follows:

- If the average of the two MAI appraisals equals or exceeds \$1,800,000.00: The purchase price automatically adjusts upward to match the average appraised value, capped at \$2,000,000.00.
- If the average is less than \$1,800,000.00 but not more than 10% below that number (i.e., at least \$1,620,000.00): The City may elect, in its sole discretion, to proceed at the negotiated price of \$1,800,000.00 without additional Commission action.
- If the average is between 10% and 20% below \$1,800,000.00 (i.e., between \$1,440,000.00 and \$1,620,000.00): Staff will return to the Commission to confirm that proceeding at the negotiated price continues to serve a valid public purpose.
- If the average appraisal is 20% or more below the negotiated price (below \$1,440,000.00): The City may not proceed at the negotiated price without an extraordinary vote of the Commission, as required by statute.

This structure ensures statutory compliance, preserves Commission oversight, and protects the City from overpaying relative to market value.

Statutory Requirements

This acquisition is governed by:

- Section 166.021, Fla. Stat. – Municipal home rule authority
- Section 166.045, Fla. Stat. – Appraisal and confidentiality requirements for municipal acquisitions
- Section 768.28, Fla. Stat. – Sovereign immunity limitations
- Chapter 119 & Chapter 286, Fla. Stat. – Public Records and Sunshine Law obligations

The Agreement is expressly contingent upon City Commission approval and lawful appropriation of funds. Appraisals obtained by the City will remain exempt from public

disclosure until the acquisition is completed or abandoned, consistent with Section 166.045, Fla. Stat.

The Agreement does not obligate the City to proceed unless all contingencies, including appraisal acceptance, are satisfied.

Legal/Policy Analysis

The City Attorney has reviewed the Agreement and confirmed:

- No waiver of sovereign immunity
- The City retains sole-discretion termination rights during due diligence
- Title, survey, and environmental contingencies fully protect the City
- Price-adjustment mechanism complies with Section 166.045, Fla. Stat.
- All obligations are conditioned on Commission approval and lawful appropriation
- Closing agent is acceptable with City Attorney control of fund disbursement

The Agreement imposes no undue obligations and reflects standard municipal acquisition protections.

One question that arose from the November 20 discussion was the potential municipal usage of the existing building. The City is experiencing a need for additional space, and the proposed purchase could help alleviate that need. Initially the building would be occupied by the Building Department, Fire Department Administration, and a portion of the Events and Communications Department. The building could also potentially be used for events and Clifford House storage. The Building Department conducted a building use analysis (attached), and they concluded that approximately 66% of the building would be occupied by active use and inherent building elements.

Fiscal Impact

The negotiated purchase price is \$1,800,000.00, subject to adjustment based on required appraisals (not to exceed \$2,000,000.00). Funds for the purchase will be drawn exclusively from the Building Department Fund. Future renovation and redevelopment activities could be funded by the Building Department Fund, Sales Tax Fund, and CRA Fund (or other lawful funds as appropriated by the City Commission). Due diligence and appraisal costs will be absorbed within existing allocations.

Recommendation

Based on the waterfront/Ferran Park being identified as a City priority, immediate space needs, and immense redevelopment potential, staff recommends City Commission adopt Resolution Number 26-20 approving the Purchase and Sale Agreement with Eustis Properties Corp. and authorizing the Mayor and City Clerk to execute the Agreement and related documents, subject to form and legality approval by the City Attorney.

Business Impact Estimate

Not applicable.

Attachments

Resolution Number 26-20

Purchase and Sale Agreement with Exhibit A – Legal Description

Building Use Summary

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Tom Carrino, City Manager

Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 2026-20

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING AND AUTHORIZING THE EXECUTION OF A PURCHASE AND SALE AGREEMENT FOR THE ACQUISITION OF REAL PROPERTY LOCATED AT 100 NORTH BAY STREET AND RELATED PARCELS; FINDING A VALID PUBLIC PURPOSE; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis desires to acquire certain real property located in downtown Eustis for municipal and public-purpose use; and

WHEREAS, the acquisition is consistent with the City's Charter, the Land Development Regulations, and the City's home rule authority under Section 166.021, Florida Statutes; and

WHEREAS, the City Commission finds that the acquisition of the Property serves a valid public purpose, including redevelopment, economic development, and municipal operations; and

WHEREAS, Section 166.045, Florida Statutes, requires municipalities to obtain appraisals in connection with acquisition of real property and provides that such appraisals remain exempt from public disclosure until closing or formal abandonment of the transaction; and

WHEREAS, the City has negotiated a Purchase and Sale Agreement ("Agreement") with Eustis Properties Corp. for the acquisition of the property at an initial purchase price of \$1,800,000.00, subject to adjustment based on the results of two (2) MAI appraisals as provided in Section 166.045, Florida Statutes, and in accordance with the appraisal-contingency provisions set forth in the Agreement; and

WHEREAS, the Agreement provides that (i) the City may proceed at the negotiated price if the average appraised value is no more than ten percent (10%) below such price; (ii) the City Manager must return to the City Commission for direction if the average appraised value is more than ten percent (10%) but less than twenty percent (20%) below such price; and (iii) if the average appraised value is twenty percent (20%) or more below such price, the City may proceed only upon an extraordinary vote of the City Commission, as required by Section 166.045, Florida Statutes; and

WHEREAS, the City Commission finds that the acquisition of the property serves a valid public purpose, including redevelopment, economic development, municipal operations, and long-term downtown revitalization; and

WHEREAS, the City Commission deems it in the best interest of the City to approve and authorize execution of the Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. The Purchase and Sale Agreement attached hereto as Exhibit 1 is hereby approved.

Section 2. The Mayor and City Clerk are authorized to execute the Agreement and any documents necessary to complete the transaction, subject to approval as to form and legality by the City Attorney.

Section 3. City staff is directed to obtain two (2) MAI appraisals and to complete all required due diligence during the Inspection Period, and to proceed in accordance with the appraisal-contingency decision points described in the Agreement and Section 166.045, Florida Statutes.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 19th day of February, 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 19th day of February 2026, by means of physical presence, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 26-20 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

PURCHASE AND SALE AGREEMENT

This **PURCHASE AND SALE AGREEMENT** (the “Agreement”) is made and entered into by and between **EUSTIS PROPERTIES CORP.**, a Florida Corporation, (“Seller”), and the **CITY OF EUSTIS**, a Florida municipal corporation, (referred to as the “City” or “Buyer”).

ARTICLE I. RECITALS

WHEREAS, Seller is the owner of certain real property located in Lake County, Florida, more particularly described in Exhibit A attached hereto (the “Property”); and

WHEREAS, the City desires to acquire the Property for a valid public purpose consistent with its Charter, Code of Ordinances, Land Development Regulations, and the laws of the State of Florida; and

WHEREAS, this acquisition is undertaken pursuant to the City’s home rule powers (§166.021, Fla. Stat.) and appraisal requirements (§166.045, Fla. Stat.; Eustis Code §2-401 et seq.); and

WHEREAS, pursuant to §166.045, Fla. Stat., appraisals obtained by the City shall remain exempt from public disclosure until completion of the acquisition; and

WHEREAS, this Agreement shall not be binding unless and until approved by resolution of the City Commission of Eustis at a duly noticed public meeting; and

WHEREAS, this Agreement constitutes an offer by the City and shall be deemed withdrawn unless fully executed by both parties and a counterpart delivered to all parties on or before **March 6, 2026**, by hand delivery, overnight courier, or email with written acknowledgment of receipt from the receiving party; and any counteroffer must be accepted within **three (3) business days** of delivery, unless otherwise agreed in writing.

The foregoing Recitals are true and correct and are incorporated herein by this reference.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

ARTICLE II. DEFINITIONS

For purposes of this Agreement, the following terms shall have the meanings set forth below:

- a. “Effective Date” means the date on which this Agreement is fully executed by both parties.

- b. “Closing” means the consummation of the transaction contemplated herein, at which Seller conveys title to the City and the City pays the Purchase Price.
- c. “Closing Agent” means Cona Law PLLC, whose address is 3765 Airport Road, Suite 201, Naples, Florida 34105; 239-234-6822, ccona@cona.law .
- d. “Resolution” means the formal resolution of the City Commission authorizing this Agreement and appropriation of funds.
- e. “Appraisal” means a written valuation prepared by an MAI-certified appraiser meeting USPAP standards.
- f. “Inspection Period” means the due diligence period provided in Article V.
- g. “Municipal Lien Search” means a search of applicable municipal records identifying open permits, code enforcement actions, unpaid assessments, and utility balances.
- h. “Permitted Exceptions” means those title matters approved or deemed approved by the City pursuant to Article V.

ARTICLE III. CONDITIONS PRECEDENT

3.1 Commission Approval. This Agreement is contingent upon approval by the City Commission of Eustis at a duly noticed public meeting. This Agreement shall not be binding upon the City until such approval is obtained.

3.2 Statutory Appraisals. The City shall obtain and administratively accept at least two MAI appraisals of the Property in accordance with §166.045, Fla. Stat. and further described in Article IV.

3.3 Appropriation. This Agreement is subject to lawful appropriation of funds for this acquisition. The City shall have no liability in the absence of such appropriation.

3.4 Title and Survey. The City’s obligation to close is conditioned upon issuance, at closing, of an owner’s title policy insuring fee simple title, subject only to Permitted Exceptions, and receipt of a current ALTA/NSPS survey acceptable to the City. In the event the Seller does not provide a survey the City finds acceptable, the City, at its own expense, may obtain a new survey.

3.5 Due Diligence. Completion to the City’s satisfaction of all due diligence described in Article V.

ARTICLE IV. APPRAISALS, PURCHASE AND SALE

4.1 Agreement. Seller agrees to sell and convey to the City, and the City agrees to purchase from Seller, the Property upon the terms and conditions set forth herein.

4.2 Appraisals and Confidentiality. During the Inspection Period described in Article V, the City shall obtain at least two (2) independent MAI-certified appraisals prepared in accordance with USPAP standards. The parties acknowledge that this Agreement is expressly contingent upon the City's completion and acceptance of such appraisals and all due-diligence investigations prior to Closing, and that the acquisition shall not be deemed complete until Closing has occurred.

To the extent permitted by law, and consistent with the interpretation of §166.045, Florida Statutes, by the Florida Attorney General, the appraisals obtained by the City shall remain exempt from public disclosure under Chapter 119, Florida Statutes, until the City either (a) completes the acquisition by Closing, or (b) formally abandons the transaction. Nothing herein shall be construed to limit any disclosure required by law once the acquisition is complete. For avoidance of doubt, this exemption shall apply only while this Agreement remains contingent and the acquisition has not been completed or abandoned, consistent with the interpretation of §166.045, Florida Statutes.

4.3 Appraisal Contingency and Public Interest Pricing. The City Commission's approval of this Agreement at a duly noticed public hearing shall constitute a determination that acquisition of the Property serves a valid public purpose and that the agreed base price of One Million Eight Hundred Thousand Dollars (\$1,800,000.00) represents fair consideration for the Property.

(a) If the average of the two MAI appraisals obtained by the City equals or exceeds \$1,800,000.00, the Purchase Price shall automatically adjust to match the average appraised value, up to a maximum of Two Million Dollars (\$2,000,000.00).

(b) If the average of the two MAI appraisals is less than \$1,800,000.00 but not more than ten percent (10%) below that amount (i.e., \$1,620,000.00 or greater), the City may, in its sole discretion, elect to proceed at the negotiated price of \$1,800,000.00 without further Commission action, based upon the Commission's prior public-purpose finding.

(c) If the average of the two MAI appraisals is more than ten percent (10%) but less than twenty percent (20%) below \$1,800,000.00 (i.e., between \$1,440,000.00 and \$1,620,000.00), the City Manager shall present the appraisals to the Commission for confirmation that proceeding at the \$1,800,000.00 price continues to serve a valid public purpose under §166.045, Florida Statutes.

(d) If the average of the two MAI appraisals is twenty percent (20%) or more below \$1,800,000.00 (i.e., below \$1,440,000.00), the City shall not proceed at the negotiated price without express Commission approval by extraordinary vote pursuant to §166.045, Florida Statutes, and confirmation of lawful appropriation of funds.

(e) If, during the City's due-diligence investigations (including title, survey, or environmental review), the City discovers material defects or conditions adversely affecting the Property's value or suitability for public purpose, the City may, in its sole discretion, require a reasonable downward adjustment of the Purchase Price or elect to terminate this Agreement and receive a full refund of the escrow deposit.

4.4 Purchase Price. Subject to Section 4.3 above, the Purchase Price shall be One Million Eight Hundred Thousand Dollars (\$1,800,000.00), payable at Closing by wire transfer of immediately available funds, subject to prorations and adjustments as provided herein.

4.5 Deposit. Within ten (10) days after the Effective Date, the City shall deposit Ninety Thousand Dollars (\$90,000.00) (the “Deposit”) with the Closing Agent to be held in an interest-bearing escrow account. The Deposit shall not exceed five percent (5%) of the Purchase Price.

(a) The Deposit shall be fully refundable to the City upon the occurrence of any of the following:

- i. failure of any condition precedent or contingency set forth in this Agreement, including without limitation those relating to Commission approval, appraisal, title, survey, or due diligence;
- ii. termination of this Agreement by the City pursuant to any express termination right herein; or
- iii. any default or breach of this Agreement by Seller.

(b) Upon written notice from the City that any of the events in subsection (a) has occurred, the Closing Agent shall promptly (and in no event later than five (5) business days thereafter) disburse the Deposit to the City without requirement of Seller consent.

(c) In the event of a Buyer breach of this Agreement following satisfaction of all contingencies, the Deposit shall constitute Seller’s sole and exclusive remedy as liquidated damages, as more fully provided in Article IX.

(d) The Closing Agent shall hold and disburse the Deposit strictly in accordance with the terms of this Agreement and shall have no liability to either party except for willful misconduct or fraud.

ARTICLE V. TITLE & DUE DILIGENCE

5.1 Inspection Period. The City shall have ninety (90) days from the Effective Date (the “Inspection Period”) to conduct all due diligence and to satisfy the Conditions Precedent listed in Article III above. The Inspection Period may be extended by thirty (30) days upon written approval by Seller and the City Manager. The City may terminate this Agreement prior to the end of the Inspection Period by written notice if it determines in its sole discretion that the Property is unsuitable.

5.2 Environmental. Seller shall promptly deliver to the City any and all environmental reports in its possession, if any. At its sole expense, the City may conduct a Phase I ESA, and if recommended, a Phase II ESA. If contamination is discovered or environmental conditions are unsatisfactory to the City, the City may terminate this Agreement and receive a full refund of any deposit.

5.3 Title and Survey. Within ten (10) days after the Effective Date, Seller shall deliver to the City (a) a current commitment for an owner's title insurance policy issued by a Florida-licensed title insurer (the "Title Commitment"), together with copies of all recorded instruments referenced therein, and (b) a municipal lien and permit search. If available, Seller shall also provide any existing survey of the Property.

The City shall have ten (10) days after receipt of the Title Commitment and survey (or fifteen (15) days after the Effective Date, whichever is later) to deliver written notice to Seller specifying any exceptions, encumbrances, liens, or other matters that, in the City's reasonable judgment, render title to the Property unmarketable or uninsurable (the "Title Defects").

Seller shall have fifteen (15) days after receipt of the City's notice (the "Title Curative Period") to remove or cure the Title Defects to the City's satisfaction and provide written evidence of such cure.

If Seller fails to cure the Title Defects within the Title Curative Period, or if Seller notifies the City in writing that it elects not to cure, the City may, in its sole discretion, either:

- i. proceed to Closing and accept title subject to such Title Defects without adjustment to the Purchase Price; or
- ii. terminate this Agreement by written notice to Seller, whereupon the Closing Agent shall immediately refund the Deposit to the City, and thereafter neither party shall have further liability hereunder except as expressly stated to survive termination.

Seller shall not declare any defect "not feasible to cure" unless supported by a written opinion of Florida counsel or title insurer confirming that cure is impracticable on a commercially reasonable basis.

ARTICLE VI. CLOSING

6.1 Closing Date. Closing shall occur within one hundred twenty (120) days after the Effective Date, unless extended by mutual written agreement. If any deadline falls on a weekend or holiday, such deadline shall be extended to the next business day.

6.2 Escrow and Disbursement. Closing shall occur through the Closing Agent. Funds shall not be disbursed until the issuance of the owner's policy insuring fee simple title, initiation of wire payments for satisfaction of all monetary liens, and delivery of all closing deliverables.

6.3 Deliveries by Seller. At Closing, Seller shall deliver: (a) a Special Warranty Deed; (b) affidavits as to liens and possession; (c) FIRPTA and W-9 affidavits, if any; (d) organizational resolutions and authority certificates; (e) evidence of insurance; and (f) such other documents reasonably required by the City Attorney.

6.4 Deliveries by City. City shall deliver the Purchase Price and a certified copy of the authorizing Resolution.

6.5 Possession. Possession shall be delivered at Closing, free of occupants, with all keys, codes, plans, permits, warranties, and records, if any, in Seller's possession.

6.6 Costs and Prorations. At Closing, the City shall pay to Seller the total Purchase Price for the Property, less prorations and adjustments as provided in this Agreement. All applicable insurance premiums, interest, advance rents (if any), and other expenses of the Property shall be prorated as of 11:59 p.m. on the day prior to the Closing Date. Ad valorem real property taxes shall be prorated based upon the current year's taxes, if known, or, if not yet fixed, upon the prior year's millage and assessment, with final adjustment when actual taxes are determined. This covenant shall survive Closing only for the limited purpose of completing post-Closing ad valorem tax adjustments.

A. Seller shall pay for:

- i. the documentary stamp tax on the Warranty Deed;
- ii. the cost of curing any title or survey defect, including preparation and recording of curative instruments;
- iii. Seller's legal fees and expenses;
- iv. any third-party professional or consulting fees incurred at Seller's request; and
- v. the cost of the Owner's Title Insurance Policy required under this Agreement, including title and lien search costs. The title insurer and closing agent shall be Cona Law PLLC, 3765 Airport Road, Suite 201, Naples, Florida 34105, as designated by Seller and accepted by the City.

B. The City shall pay for:

- i. recording fees for the Warranty Deed;
- ii. costs of all inspections, tests, and studies performed by the City in connection with its due diligence;
- iii. the City's own legal, professional, or consulting fees; and
- iv. the cost of any new survey or endorsements or upgrades requested by the City.

The Closing Agent shall hold and disburse all escrow funds strictly in accordance with this Agreement and only upon written authorization from the City Attorney or his/her designee for any release of City funds prior to Closing. The Property shall be delivered vacant and free of all tenants, occupants, and claims of possession at Closing.

6.7 Seller's Right to Receive Backup Offers. During the term of this Agreement, Seller may receive or acknowledge inquiries or backup offers from third parties; however, Seller shall not negotiate, accept, or enter into any binding agreement for sale of the Property to any other party while this Agreement remains in effect.

Any such backup offer shall be expressly subordinate to this Agreement and shall not become effective unless and until this Agreement is terminated in accordance with its terms. Seller shall not disclose to any prospective purchaser the terms of this Agreement, the City's appraisals, due-diligence reports, or any other materials provided by or on behalf of the City, except as required by law.

Seller shall promptly notify the City in writing of the receipt of any bona fide backup offer, including the identity of the offeror and proposed terms, but such notice shall not create any obligation on the part of the City to act or respond.

This provision is intended solely to permit Seller to receive expressions of interest while preserving the City's exclusive right to acquire the Property and to protect the confidentiality of the City's acquisition process pursuant to §166.045, Florida Statutes.

ARTICLE VII. REPRESENTATIONS AND WARRANTIES

7.1 Seller Representations. Seller represents and warrants that: (a) Seller has full authority; (b) no consent is required other than disclosed; (c) no pending or threatened litigation exists; (d) no outstanding code enforcement actions exist; (e) Seller complies with OFAC and anti-terrorism laws; (f) Seller complies with §448.095, Fla. Stat. (E-Verify); (g) Seller has not offered prohibited gifts under Ch. 112, Fla. Stat., City Charter, or Code; (h) no leases or occupancy rights will survive Closing unless disclosed. Seller shall provide disclosures on Exhibit E and update prior to Closing.

Additionally, Seller represents that it has disclosed all known environmental conditions affecting the Property.

7.2 City Representations. The City represents that this Agreement has been duly authorized and, subject to Commission approval and appropriation, is binding.

7.3 Survival. All representations survive Closing for one (1) year.

ARTICLE VIII. MUNICIPAL PROTECTIONS

8.1 Sovereign Immunity. Nothing herein shall be construed as a waiver of the City's sovereign immunity or the limits of liability provided in §768.28, Fla. Stat., regardless of the type of claim or cause of action. All indemnification and insurance obligations of Seller are subject to and limited by this provision.

8.2 Appropriations. The City's obligations under this Agreement are subject to the lawful appropriation of funds in accordance with Florida law and the City Charter. If funds are not appropriated in any fiscal year, the City may terminate this Agreement without penalty, liability, or further obligation.

8.3 Public Records and Sunshine. Seller acknowledges and agrees that the City is subject to Florida's Public Records Act (Chapter 119, Fla. Stat.) and Sunshine Law (Chapter 286, Fla. Stat.). Seller shall comply with all applicable requirements of Chapter 119, including the duty to maintain and provide records related to this Agreement and to promptly respond to public records requests, at no additional cost to the City. Failure by Seller to comply shall be grounds for immediate termination of this Agreement by the City.

IF SELLER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SELLER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CITY CLERK AT (352) 483-5430 OR CITYCLERK@EUSTIS.ORG OR 10 N. GROVE ST., EUSTIS, FL 32726.

8.4 **No Waiver of Police Powers.** Nothing in this Agreement shall be deemed or construed to limit or waive the City's regulatory, permitting, land use, code enforcement, or police powers, including the adoption of future ordinances and regulations in the interest of public health, safety, and welfare.

8.5 **Insurance.** Prior to Closing and until the date of Closing, Seller shall maintain, at its sole cost, commercial general liability insurance with limits customary for similarly situated properties.

8.6 **Assignment.** This Agreement shall not be assigned by either party without the prior written consent of the other, which consent may be withheld in such party's sole discretion; provided, however, that the City may assign its rights and obligations under this Agreement to another governmental entity or agency upon approval by the City Commission, without Seller's consent.

ARTICLE IX. DEFAULT & REMEDIES

9.1 **Seller Default.** If Seller defaults under this Agreement, including failure to perform any obligation when due, the City shall have the right, in addition to any other remedies provided herein, to: (a) terminate this Agreement by written notice and recover any deposit, together with reimbursement of all documented third-party out-of-pocket costs incurred by the City in connection with this transaction, including title, survey, appraisal, and environmental expenses; (b) pursue specific performance to compel Seller to convey the Property as contemplated herein; and/or (c) pursue all other remedies available at law or in equity. The City's election of one remedy shall not preclude pursuit of others to the extent permitted by law.

9.2 **City Default.** If the City fails to perform its obligations under this Agreement without legal excuse, Seller's sole and exclusive remedy shall be to retain any escrow deposit made by the City as liquidated damages, it being agreed that actual damages would be difficult to ascertain and the liquidated amount constitutes a fair and reasonable estimate of such damages. Seller expressly waives any right to seek additional damages, equitable relief, or specific performance against the City.

9.3 **Remedies Cumulative.** Except as expressly limited in Section 9.2 with respect to City default, all rights and remedies provided herein are cumulative of each other and of any rights or remedies available at law or in equity and may be exercised concurrently or successively. No waiver of any breach shall be deemed a waiver of any other or subsequent breach.

ARTICLE X. RISK OF LOSS; CONDEMNATION

10.1 **Risk of Loss.** The risk of loss or damage to the Property, including all improvements, fixtures, and appurtenances, from fire, casualty, acts of God, or other causes, shall remain upon Seller until Closing. Seller shall maintain the Property in substantially the same condition as of the Effective Date, ordinary wear and tear excepted. In the event of any material damage or destruction prior to Closing, the City may elect, in its sole discretion, either (a) to terminate this Agreement and receive a full refund of any deposit or (b) to proceed to Closing, in which case Seller shall assign and transfer to the City all insurance proceeds payable on account of such damage or destruction, together with a credit at Closing for any deductible amount.

10.2 **Condemnation.** If prior to Closing, all or any portion of the Property is taken or made subject to a pending taking by eminent domain or other governmental action, Seller shall promptly give the City written notice thereof. In such event, the City may elect, in its sole discretion, either (a) to terminate this Agreement and receive a full refund of any deposit and reimbursement of due diligence costs, or (b) to proceed to Closing, in which case Seller shall assign and transfer to the City all condemnation awards or payments relating to the Property, and the Purchase Price shall be reduced by the amount of any unpaid award. If the City elects to terminate, neither party shall have any further liability hereunder except for those obligations expressly stated to survive termination.

ARTICLE XI. BROKERS; NO THIRD-PARTY BENEFICIARIES

11.1 **Brokers.** Each party represents and warrants to the other that it has not engaged or dealt with any real estate broker, finder, or agent in connection with this Agreement or the transaction contemplated hereby, except as may be disclosed in writing and approved by the City. If any broker, finder, or agent claims a commission or fee by, through, or on account of the acts of a party, such party shall indemnify, defend, and hold harmless the other party and its officers, employees, and agents from and against any and all claims, damages, liabilities, costs, and expenses (including reasonable attorneys' fees) arising out of such claim. This Section shall survive Closing or termination of this Agreement.

11.2 **No Third-Party Beneficiaries.** This Agreement is solely for the benefit of Seller and the City, and their respective permitted successors and assigns, and no provision of this Agreement shall be deemed to confer upon any other person or entity any legal or equitable right, remedy, or claim. Nothing herein shall be construed to create a contractual relationship with or cause of action in favor of any third party, including, without limitation, any contractor, subcontractor, consultant, or supplier.

ARTICLE XII. MISCELLANEOUS

12.1 **Notices.** All notices, demands, consents, approvals, and other communications required or permitted hereunder shall be in writing and shall be deemed given (a) when delivered personally; (b) one (1) business day after being deposited with a nationally recognized overnight courier service; or (c) three (3) business days after being deposited in the United States mail, registered or certified, return receipt requested, postage prepaid, in each case addressed to the parties at their addresses set forth below (or to such other

address as either party may designate by notice in accordance with this Section). Notices by email shall not constitute official notice unless expressly acknowledged in writing by the recipient; however, delivery of fully executed counterparts of this Agreement may be made by email and shall be deemed effective upon acknowledgment of receipt.

Notice to City

City of Eustis
City Manager
10 N. Grove St.
Eustis, FL 32726

Copy to: City Attorney
10 N. Grove St
Eustis, FL 32726

Notice to Seller

Eustis Properties Corp.
50 W Magnolia Ave
Eustis, FL 32726

12.2 Time of the Essence. Time is of the essence in the performance of each party's obligations under this Agreement, and strict compliance with all deadlines and time periods is required.

12.3 Further Assurances. Each party agrees to execute, acknowledge, and deliver such further instruments and to take such additional actions as may be reasonably necessary to carry out the purposes of this Agreement, both before and after Closing.

12.4 Non-Merger. All representations, warranties, covenants, and obligations of the parties that by their nature are intended to survive Closing shall not merge into the deed but shall instead remain binding and enforceable in accordance with their respective terms.

12.5 Severability; Waiver. If any provision of this Agreement is held invalid or unenforceable, such determination shall not affect the validity or enforceability of the remaining provisions. The failure of either party to enforce any provision at any time shall not be deemed a waiver of such provision or of the right to enforce such provision thereafter. No waiver shall be effective unless in writing signed by the party granting such waiver.

12.6 Entire Agreement. This Agreement, including the Exhibits hereto, constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous negotiations, discussions, understandings, or agreements, whether written or oral. No amendment, modification, or waiver of any provision shall be effective unless in writing and executed by both parties.

12.7 Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the parties and their respective permitted successors and assigns. Nothing herein shall be deemed to create any rights in favor of any third party except as expressly provided herein.

12.8 Interpretation. This Agreement shall be interpreted without regard to any presumption or rule requiring construction against the party causing the instrument to be drafted. Headings are for convenience only and shall not affect interpretation. References to statutes include any amendments or successors thereto.

12.9 Governing Law; Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any action arising out of or relating to this Agreement shall lie exclusively in the state courts located in Lake County, Florida.

12.10 Counterparts; Electronic Signatures. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one instrument. Signatures delivered electronically or by facsimile shall be deemed original signatures for all purposes.

12.11 Attorneys' Fees and Costs. In connection with any litigation or dispute arising out of or relating to this Agreement, the prevailing party shall be entitled to recover from the other all costs incurred, including reasonable attorneys' fees, for trial and appellate proceedings, subject in all respects to the monetary limitations and conditions set forth in §768.28, Florida Statutes.

EXHIBITS

Exhibit A – Legal Description (Lake County Property Appraiser)
 Exhibit B – Special Warranty Deed (Form)
 Exhibit C – Closing Deliverables Checklist
 Exhibit D – Commission Resolution 26-20
 Exhibit E – Seller Disclosure Schedule

SIGNATURES

SELLER
EUSTIS PROPERTIES CORP.

By: _____
 Name: _____
 Title: _____
 Date: _____

BUYER
CITY OF EUSTIS, FLORIDA

By: _____
 Emily A. Lee
 Mayor/Commissioner
 Date: _____

ATTEST:

Christine Halloran, City Clerk

Approved as to Form and Legality:

Sasha Garcia, City Attorney

Certified Copy of Commission Resolution Number 26-20 attached.

EXHIBIT A

Description of the Property

As used herein, the Property shall include all of the following properties:

1. Lake County Property Appraiser Parcel Number: 11-19-26-0300-000-02600, Alternate Key 14520318, 200 S. Bay St., Eustis, FL, 32726, Property Description: EUSTIS, BAY ST BUSINESS LOTS LOTS 26, 27, 28, 29--LESS W 25 FT--LOT 30--LESS S 5 FT OF W 25 FT--LOTS 31, 32, 33, 34, 35, 36, 37, 38, 39, 40 PB 6 PG 26 ORB 3822 PG 1903
2. Lake County Property Appraiser Parcel Number: 11-19-26-0300-000-01200, Alternate Key 1087309, (No street address shown), Property Description: EUSTIS, BAY ST BUSINESS LOTS LOT 12, LOT 13--LESS S 5 FT--PB 6 PG 26 ORB 3822 PG 1903
3. Lake County Property Appraiser Parcel Number: 11-19-26-0100-056-00002, Alternate Key 1792681, 100 N. Bay St., Eustis, FL., Property Description: EUSTIS BEG AT INTERSECTION OF S LINE OF MAGNOLIA AVE & W LINE OF BAY STREET, RUN S'LY ALONG W LINE OF BAY ST A DIST OF 269.50 FT TO THE POINT OF INTERSECTION OF W LINE OF BAY ST & N LINE OF ORANGE AVE, W ALONG SAID N LINE OF ORANGE AVE A DIST OF 100 FT, N'LY ON A STRAIGHT LINE 271.40 FT TO A POINT ON S LINE OF MAGNOLIA AVE 80 FT W FROM POB, E'LY ALONG SAID S LINE OF MAGNOLIA AVE A DIST OF 80 FT TO POB PB 1 PG 79 ORB 3822 PG 1903

EXHIBIT B - SPECIAL WARRANTY DEED

Prepared by and Return to:
City of Eustis, Florida
Attn: City Attorney
10 North Grove Street
Eustis, Florida 32726

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED is made this _____ day of _____, 202____, by EUSTIS PROPERTIES CORP., a Florida corporation (“Grantor”), whose address is 50 W Magnolia Ave., Eustis Florida 32726, to CITY OF EUSTIS, FLORIDA, a Florida municipal corporation (“Grantee”), whose address is 10 North Grove Street, Eustis, Florida 32726.

WITNESSETH:

Grantor, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys, and confirms unto Grantee, in fee simple, subject to the Permitted Exceptions, all of the real property situated in Lake County, Florida, more particularly described in Exhibit A attached hereto and incorporated herein (the “Property”).

TOGETHER WITH all tenements, hereditaments, easements, rights, and appurtenances thereto belonging or in any way appertaining.

Grantor covenants that it is lawfully seized of the Property in fee simple; has full authority to convey the Property; and will warrant and defend title solely against all lawful claims of all persons claiming by, through, or under Grantor, but against none other.

This conveyance is made and delivered pursuant to that certain Purchase and Sale Agreement dated _____, 2026, between Grantor and Grantee. Consistent with Section 12.4 of that Agreement, the representations, warranties, and covenants contained in the Agreement shall not merge into this Deed.

Documentary stamp taxes required by law in connection with this Deed shall be paid by Grantor in accordance with the Purchase and Sale Agreement.

IN WITNESS WHEREOF, Grantor has executed this Special Warranty Deed as of the day and year first above written.

GRANTOR:**EUSTIS PROPERTIES CORP.,**

a Florida corporation.

By: _____

Name: _____

Title: _____

Date: _____

WITNESSES AS TO GRANTOR**Witness 1:**

Signature: _____

Printed Name: _____

Witness 2:

Signature: _____

Printed Name: _____

NOTARY ACKNOWLEDGMENT**State of Florida****County of _____**

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _____ day of _____, 202____ by _____, as _____ of Eustis Properties Corp., a Florida corporation, who is personally known to me or has produced _____ as identification.

Notary Public
State of Florida

Name: _____

Commission No.: _____

My Commission Expires: _____

{Exhibit A with Legal Description Follows}

Exhibit D

RESOLUTION NUMBER 2026-20

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING AND AUTHORIZING THE EXECUTION OF A PURCHASE AND SALE AGREEMENT FOR THE ACQUISITION OF REAL PROPERTY LOCATED AT 100 NORTH BAY STREET AND RELATED PARCELS; FINDING A VALID PUBLIC PURPOSE; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis desires to acquire certain real property located in downtown Eustis for municipal and public-purpose use; and

WHEREAS, the acquisition is consistent with the City's Charter, the Land Development Regulations, and the City's home rule authority under Section 166.021, Florida Statutes; and

WHEREAS, the City Commission finds that the acquisition of the Property serves a valid public purpose, including redevelopment, economic development, and municipal operations; and

WHEREAS, Section 166.045, Florida Statutes, requires municipalities to obtain appraisals in connection with acquisition of real property and provides that such appraisals remain exempt from public disclosure until closing or formal abandonment of the transaction; and

WHEREAS, the City has negotiated a Purchase and Sale Agreement ("Agreement") with Eustis Properties Corp. for the acquisition of the property at an initial purchase price of \$1,800,000.00, subject to adjustment based on the results of two (2) MAI appraisals as provided in Section 166.045, Florida Statutes, and in accordance with the appraisal-contingency provisions set forth in the Agreement; and

WHEREAS, the Agreement provides that (i) the City may proceed at the negotiated price if the average appraised value is no more than ten percent (10%) below such price; (ii) the City Manager must return to the City Commission for direction if the average appraised value is more than ten percent (10%) but less than twenty percent (20%) below such price; and (iii) if the average appraised value is twenty percent (20%) or more below such price, the City may proceed only upon an extraordinary vote of the City Commission, as required by Section 166.045, Florida Statutes; and

WHEREAS, the City Commission finds that the acquisition of the property serves a valid public purpose, including redevelopment, economic development, municipal operations, and long-term downtown revitalization; and

WHEREAS, the City Commission deems it in the best interest of the City to approve and authorize execution of the Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. The Purchase and Sale Agreement attached hereto as Exhibit 1 is hereby approved.

Section 2. The Mayor and City Clerk are authorized to execute the Agreement and any documents necessary to complete the transaction, subject to approval as to form and legality by the City Attorney.

Section 3. City staff is directed to obtain two (2) MAI appraisals and to complete all required due diligence during the Inspection Period, and to proceed in accordance with the appraisal-contingency decision points described in the Agreement and Section 166.045, Florida Statutes.

Section 4. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 19th day of February, 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 19th day of February 2026, by means of physical presence, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial Number:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for reliance and use by the Eustis City Commission.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 26-20 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

EXHIBIT C – CLOSING DELIVERABLES CHECKLIST

SELLER SHALL DELIVER:

1. Executed Special Warranty Deed in the approved form.
2. Owner's Title Affidavit acceptable to the Title Insurer.
3. FIRPTA Affidavit and W-9.
4. Corporate authority documents, including resolutions, certificate of incumbency, and officer's certificate reaffirming PSA Article VII representations.
5. Evidence of insurance through the Closing Date.
6. Updated Seller Disclosure Schedule (Exhibit E), certified through Closing.
7. Environmental reports in Seller's possession.
8. All existing surveys, plans, engineering, permits, warranties, and records.
9. Payoff or estoppel statements required to remove monetary liens.
10. Municipal Lien and Permit Search (consistent with PSA Section 5.3).
11. Assignment of all transferable plans, permits, development orders, warranties, intellectual property rights, and digital files relating to the Property.
12. Public Records compliance acknowledgment pursuant to Chapter 119, Florida Statutes.
13. Any additional documents reasonably required by the City Attorney or Title Insurer.
14. Seller's Closing Certificate reaffirming that all representations and warranties under Article VII of the PSA remain true as of Closing.

CITY SHALL DELIVER:

1. Purchase Price by wire transfer of immediately available funds.
2. Certified copy of Commission Resolution authorizing the Agreement and appropriation.

3. Required affidavits, if any.
4. Assignments or other transfer documents required by the City.

CLOSING AGENT SHALL PROVIDE:

1. Title Insurance Policy (ALTA 2021 Owner's Policy).
2. Title Commitment and copies of all exceptions.
3. Updated Municipal Lien and Permit Search.
4. Current Survey or receipt of same.
5. Fund disbursement confirmations.
6. Recording of the Special Warranty Deed and any curative instruments.
7. Final settlement statement approved by the City Attorney.
8. No disbursement of City funds shall occur prior to written authorization by the City Attorney or designee, as required by the PSA.

PUBLIC RECORDS NOTICE

IF SELLER HAS QUESTIONS ABOUT CHAPTER 119, CONTACT THE CITY CLERK AT (352) 483-5430 OR cityclerk@eustis.org.



City of Eustis

Building Department • 111 E. Orange Avenue

P.O. Drawer 68 • Eustis, FL 32727-0068 • 352-483-5462

Item 7.4

Attn: Tom Carrino, City Manager
10 N Grove Street
Eustis, FL 32726

Re: Bank of America Building
100 N Bay Street
Eustis, FL 32726

Mr. Carrino,

The following preliminary Building Use Summary is based on general assumptions of the existing building square footage and the intended use by three City Departments and serves to estimate the percentage use of the building.

Existing Building

The gross area of the existing two-story building is approximately 17,240 square feet. The first floor is approximately 9,674 square feet while the second floor is approximately 7,566 square feet due to the clerestory Atrium/Lobby space located on the northeast corner of the building.

Some design elements are unique to the character of the building while others are integral parts of the function of the building. The square footage of these areas would presumably remain as they are barring significant building renovations:

Two-story Atrium:	1,850 SF
Bank Vaults (2):	850 SF
Mechanical Rooms:	500 SF
Stairs/Elevator/Machine Room:	400 SF
Men's and Women's gang restrooms:	650 SF
<u>TOTAL</u>	4,250 SF

These inherent building elements account for approximately 24.6% of the gross building area.

Intended Use by City Departments

Three city departments are being considered to occupy the building. They include the Building and Fire Safety Department, the Fire Department (Admin staff), and Events and Communication. As expected, the rooms and areas vary by department. The following is a summary of the anticipated space requirements of each department followed by the preliminary design program information for each department.

Building and Fire Safety Department	2,128 SF
Fire Department	1,581 SF
Events and Communication	3,421 SF
<u>TOTAL</u>	7,130 SF

The city departments account for approximately 41.4% of the gross building area.

Building and Fire Safety Department

<u>Room</u>	<u>Area</u>	<u>QTY</u>	<u>Total</u>
Reception	250 SF	1	250 SF
Director Office	225 SF	1	225 SF
Office	125 SF	5	625 SF
Conference Room	250 SF	1	250 SF
Break Area	150 SF	1	150 SF
Copy/Workroom	100 SF	1	100 SF
Storage	250 SF	1	250 SF
Subtotal			1,850 SF
Corridors/Walls (15%)			278 SF
Department Total			2,128 SF

Fire Department

<u>Room</u>	<u>Area</u>	<u>QTY</u>	<u>Total</u>
Reception	150 SF	1	150 SF
Director Office	225 SF	1	225 SF
Office	125 SF	4	500 SF
Conference Room	250 SF	1	250 SF
Break Area	150 SF	1	150 SF
Copy/Workroom	100 SF	1	100 SF
Subtotal			1,375 SF
Corridors/Walls (15%)			206 SF
Department Total			1,581 SF

Events & Communication

<u>Room</u>	<u>Area</u>	<u>QTY</u>	<u>Total</u>
Reception	150 SF	1	250 SF
Director Office	225 SF	1	225 SF
Office	125 SF	8	625 SF
Conference Room	250 SF	1	250 SF
Break Area	150 SF	1	150 SF
Copy/Workroom	100 SF	1	100 SF
Storage**	1,100 SF	1	1,100 SF
Subtotal			2,975 SF
Corridors/Walls (15%)			446 SF
Department Total			3,421 SF

Summary

The total gross building area is approximately 17,240 square feet and the combined total for the inherent building elements and the intended use by the three departments is approximately 11,380 square feet which would use approximately 66.0% of the total area of the building.

** Note: Events currently rents approximately 300 SF of off-site storage space. This area is included in the total estimated storage area proposed for Events which would eliminate that recurring rental expense moving forward.

If you have any further questions or if any clarifications are needed, please do not hesitate to ask.

Thank you,

PHILIP RAPALJE

Philip Rapalje
Deputy Building Official
City of Eustis

EXHIBIT E – SELLER DISCLOSURE SCHEDULE

Seller provides the following disclosures pursuant to Article VII of the Purchase and Sale Agreement. These disclosures are true, correct, and complete to Seller's actual knowledge and shall be updated through Closing. Seller shall promptly supplement these disclosures in writing if any information becomes inaccurate prior to Closing.

For purposes of this Disclosure Schedule, "actual knowledge" means the present, conscious awareness of the individuals with primary responsibility for managing the Property and this transaction, without duty of independent investigation.

1. Litigation

- None
- Describe:

2. Code Enforcement Actions / Violations

- None
- Describe:

3. Environmental Conditions / Reports / Storage Tanks

- None
- Describe all known contamination, spills, environmental notices, underground or aboveground tanks, asbestos, remediation, or agency correspondence:

4. Leases, Occupancy Rights, or Claims of Possession

- None
- Describe (all such rights must be terminated prior to Closing):

5. Easements, Encroachments, Access Issues, or Unrecorded Agreements

- None
- Describe all recorded or unrecorded arrangements, access rights, or usage agreements:

6. OFAC / Anti-Terrorism / E-Verify Compliance (§448.095, Fla. Stat.)

- Seller confirms compliance.
- Exceptions (describe):

7. Ethics / Gifts (Ch. 112, Fla. Stat.)

- None
- Describe any contacts with City officials subject to Florida ethics laws:

8. Special Assessments / Pending Capital Improvements

- None
- Describe:

9. Other Material Facts Affecting Value or Intended Public Use

- None
- Describe:

10. Pending or Threatened Condemnation or Right-of-Way Actions

- None
- Describe any notices of intent, proposed takings, right-of-way impacts, or government communications:

EXECUTED by Seller this _____ day of _____, 202_____.

Seller certifies under penalty of perjury that the foregoing disclosures are true, correct, and complete to Seller's actual knowledge.

EUSTIS PROPERTIES CORP.,

a Florida corporation.

By: _____
Name: _____
Title: _____
Date: _____

PUBLIC RECORDS NOTICE

**IF SELLER HAS QUESTIONS ABOUT CHAPTER 119, CONTACT THE CITY
CLERK AT (352) 483-5430 OR cityclerk@eustis.org.**



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: Resolution Number 26-27: City Manager's Employment Agreement

Introduction:

The purpose of this report is to present information regarding a proposed City Manager employment agreement between Rick Gierok and the City of Eustis.

Background:

On February 5, 2026, the City Commission discussed offering the position of City Manager to Mr. Rick Gierok and directed City Attorney Sasha Garcia, city staff, and the Human Resources Director Karen Crouch to negotiate an employment agreement.

The attached employment agreement presented to the City Commission for approval is consistent with Florida Statutes and the City Charter provisions. Compensation includes an annual salary of \$220,437.21, the use of a city vehicle, and a city-provided cell phone. Other provisions include the following:

Severance compensation equal to and, pursuant to Section 215.425 Florida Statutes (2025), not to exceed 20 weeks of compensation, and Employer also agrees to pay Employee the following:

1. For 20 weeks after termination, health insurance premiums for the employee and all dependents as provided in Section 12 of the Employment Agreement,
2. For 20 weeks after termination, life insurance premiums as provided in Section 12 of the Employment Agreement,
3. Up to 480 hours of accrued sick leave; up to 200 hours of accrued vacation time, as per City policies for all employees, which are from time to time subject to change.

Recommended Action:

Based on recent City Commission input, staff recommends approval of the agreement.

Policy Implications:

N/A

Alternatives:

1. Approve Resolution Number 26-27
2. Deny Resolution Number 26-27 and provide further direction to staff

Budget/Staff Impact:

Funds are available in the current budget to cover the salary of the City Manager.

Business Impact Estimate:

N/A

Prepared By:

Karen Crouch, Human Resources Director

Reviewed By:

Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 26-27

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING THE EMPLOYMENT AGREEMENT BETWEEN THE CITY OF EUSTIS AND RICK GIEROK, AS SET FORTH IN EXHIBIT "A".

WHEREAS, the City Charter provides for the City Commission to appoint the City Manager; and

WHEREAS, Rick Gierok has accepted the position as City Manager under the terms of the Employment Agreement in Exhibit "A"; and

WHEREAS, Rick Gierok meets all of the City Manager qualifications; and

WHEREAS, the City Commission has reviewed and considered the proposed agreement and accepts the proposed terms for approval.

NOW, THEREFORE, BE IT RESOLVED that the City of Eustis Commission hereby approves and authorizes the City Manager Employment Agreement set forth in Exhibit "A" between the City of Eustis and Rick Gierok, effective March 12, 2026.

DONE AND RESOLVED, this 19th day of February 2026, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Emily A. Lee
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 physical presence, this 19th day of February 2026, by Emily A. Lee, Mayor, 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 the 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 26-27 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 MANAGER EMPLOYMENT AGREEMENT

THIS AGREEMENT made and entered into this 19th day of February, 2026, and effective on March 12, 2026, provided the City Commission of the City of Eustis ratifies and approves this Employment Agreement, by and between **THE CITY OF EUSTIS**, State of Florida, a municipal corporation, and hereinafter called "**Employer**" or "**City**", as party of the first part, and **RICK GIEROK**, hereinafter called "**Employee**", as party of the second part, both of whom understand as follows:

WITNESSETH

WHEREAS, Employer desires to employ the services of said **RICK GIEROK** as City Manager of the City of Eustis, as provided by the Charter of the City of Eustis; and

WHEREAS, the City Commission desires to provide certain benefits, establish certain conditions of employment and to set working conditions of said Employee; and

WHEREAS, the City Commission desires to (1) secure and retain the services of Employee and to provide inducement for him to remain in such employment, (2) to make possible full work productivity by assuring Employee's morale and peace of mind with respect to future security, (3) to act as a deterrent against malfeasance or dishonesty for personal gain on the part of Employee, and (4) to provide a just means for terminating Employee's services at such time as he may be unable to fully discharge his duties or when Employer may otherwise desire to terminate his employ; and

WHEREAS, Employee desires to accept employment as City Manager of said City of Eustis;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1. DUTIES & RESIDENCY

Employer hereby agrees to employ said **RICK GIEROK** as City Manager of said Employer to perform the functions and duties specified in the Charter and Chapter 2 of the Code of Ordinances of said City of Eustis and to perform other legally permissible and proper duties and functions as the City Commission shall from time-to-time assign. Employee shall establish residence within the City of Eustis within a reasonable time following execution of this Agreement, which shall not exceed two (2) years, to allow sufficient time to secure appropriate housing and to address family caregiving obligations.

SECTION 2. TERMINABLE AT WILL

- A. Employee agrees to remain in the exclusive employ of Employer until he resigns or is terminated as provided herein. Consistent with Article IV, Section 3 (a), of the City of Eustis Charter, the City Manager is not employed for a specific term and is terminable at will.
- B. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Commission to terminate the services of Employee at any time, subject only to the provisions set forth in Section 4 of this Agreement.
- C. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employee to resign at any time from his position with Employer, subject only to the provision set forth in Section 4, paragraph C, of this Agreement.

SECTION 3. SUSPENSION

Employer may suspend Employee with full pay and benefits at any time during the term of this Agreement, but only if a majority of the City Commission agree.

Administrative Leave. The City Commission may place Employee on administrative leave with pay pending investigation of alleged misconduct, ethics issues, or performance concerns. Administrative leave is not disciplinary and does not, by itself, trigger severance.

SECTION 4. TERMINATION, SEVERANCE PAY AND OTHER BENEFITS

- A. In the event Employee is terminated by the City Commission, Employer agrees to pay Employee a lump sum cash severance payment equal to and, pursuant to section 215.425, Florida Statutes (2025), not to exceed 20 weeks of compensation and Employer also agrees to pay Employee the following:
 - 1. For twenty (20) weeks after termination, health insurance premiums for employee and all dependents as provided in Section 12;
 - 2. For twenty (20) weeks after termination, life insurance premiums as provided in Section 12; and
 - 3. Up to 480 hours of accrued sick leave; up to 200 hours of accrued vacation time, as per City policies for all employees, which are from time to time subject to change.

All severance and post-termination benefits provided herein are intended to comply strictly with section 215.425, Florida Statutes (2025), and shall not be extended, monetized, or paid beyond the twenty (20) week limitation set forth therein.

Severance shall be administered consistent with section 215.425, Florida Statutes, and any successor provisions, and nothing herein shall be interpreted to require payment prohibited by law.

“Compensation,” for purposes of this Section, means Employee’s base salary in effect on the termination date and excludes accrued leave payouts and the City’s payment of insurance premiums.

Notwithstanding the foregoing, no severance shall be paid to the Employee if payment is prohibited by law, including but not limited to circumstances involving fraud, misappropriation, or other conduct for which severance is not permitted under section 215.425, Florida Statutes.

B. Termination and the benefits set forth in Section 4. A. above shall occur when:

1. The City Commission terminates Employee pursuant to Article IV, Section 3(b) of the Charter, by adopting the required preliminary resolution and thereafter voting to remove Employee at the meeting held within the Charter’s required time period, and after any requested public hearing.
2. If Employee resigns after the City Commission, by majority vote at a duly noticed public meeting, requests Employee’s resignation, such resignation shall be treated as a termination without cause for purposes of Section 4.A.

C. Constructive Termination.

Employee may request that the City Commission determine whether a constructive termination has occurred if, during the term of this Agreement, the City Commission takes formal action that materially and adversely reduces Employee’s base salary or abolishes the position of City Manager.

A constructive termination shall exist only upon a majority vote of the City Commission at a duly noticed public meeting determining that such material adverse action has occurred.

Amendments to the City Charter approved by the electorate, or general legislative or regulatory actions of the City Commission applicable to multiple positions, shall not, by themselves, constitute a constructive termination.

D. In the event Employee voluntarily resigns his position with Employer, then Employee shall give Employer ninety (90) days written notice in advance, unless Employer otherwise agrees. If Employee voluntarily resigns his position, Employee is not entitled to any severance or any other benefits outside those established in

the Personnel Rules and Regulations unless such resignation is because of a request to resign as noted in numbered Section 4. B. 2. above.

SECTION 5. DISABILITY TERMINATION

If Employee is unable to perform the essential functions of the position due to disability for a continuous period exceeding one hundred eighty (180) days, the City Commission may terminate this Agreement.

Any determination of disability shall be supported by medical certification from a licensed physician selected by the City.

In the event of termination due to disability, Employee shall be entitled to severance as provided in Section 4.A.

SECTION 6. SALARY

Employer agrees to pay Employee for his services rendered pursuant hereto an annual base salary of \$220,437.21, payable in installments at the same time as other employees of Employer are paid. This salary may be increased from time to time by majority vote of the City Commission. Employee may elect, at his sole discretion, to contribute to a 457 Deferred Compensation Plan, subject to all applicable City policies, state and federal regulations. Employee is eligible to participate in the City's 401a Plan subject to all City policies, state and federal regulations.

SECTION 7. PERFORMANCE EVALUATION

- A. The City Commission shall review and evaluate the performance of Employee at least once annually beginning in the month of August 2026 and every year thereafter, in advance of the adoption of the annual operating budget. Said review and evaluation shall be in accordance with specific criteria developed jointly by Employer and Employee, which may be modified from time to time. Further, the Mayor, at his/her sole discretion, shall provide Employee with a summary written statement of the findings of the City Commission and provide adequate opportunity for Employee to discuss his evaluation with the City Commission.
- B. Annually in the month of August, the City Commission and Employee shall define such goals and performance objectives, which they determine necessary for the proper operation of the City of Eustis and in the attainment of the City Commission's policy objectives and shall further establish a relative priority among those various goals and objectives. Said goals and objectives may be reduced to writing. Said goals shall generally be attainable within the time limitations as specified between the City Commission and Employee; however, these may be

modified depending on factors influencing the City of Eustis during the forthcoming year.

C. In effecting the provisions of this Section, the City Commission and Employee mutually agree to abide by the provisions of applicable law.

SECTION 8. MANAGERIAL DUTIES

Employee is the chief administrative officer of the City and is expected to perform all of the duties related to that position. The hours Employee must spend performing those duties vary. Employee shall be the sole judge of the hours spent performing said duties; however, the City Commission is the sole judge of the effectiveness of the job Employee has done.

SECTION 9. TRANSITION AND CONTINUITY OF OPERATIONS

The City acknowledges that, due to Employee's institutional knowledge, professional qualifications, and long-standing service to the City, Employee may, for a limited transition period, perform additional or overlapping duties related to public works and/or engineering functions in order to ensure continuity of operations, completion of ongoing projects, and effective delivery of municipal services.

Such transitional responsibilities are expressly intended to support the operational needs of the City and the best interests of the residents and shall not constitute a material change in position, authority, or duties, nor shall they give rise to a claim of constructive termination or additional compensation unless expressly approved by the City Commission.

The City Commission may, in its discretion and by formal action at a duly noticed public meeting, authorize a temporary stipend or other transitional compensation in recognition of such additional responsibilities. Any such transitional arrangement or compensation shall automatically expire upon the earlier of:

- (a) the appointment of a permanent replacement for the applicable position; or
- (b) a determination by the City Commission that continuation of the transitional arrangement is no longer necessary to ensure effective service delivery and the best interests of the residents of the City.

All determinations under this section shall be made in the sole legislative discretion of the City Commission and shall not be subject to unilateral declaration by Employee.

SECTION 10. ETHICS, RECORDS, AND TRANSITION COOPERATION

Employee shall at all times comply with the Florida Code of Ethics for Public Officers and Employees, Chapter 112, Florida Statutes, the City Charter, the City Code of Ordinances, and all duly adopted City policies and procedures, as the same may be amended from time to time.

Employee acknowledges that all documents, records, correspondence, electronic data, and other materials prepared, received, or maintained in the course of employment are public records of the City, unless exempt or confidential by law, and shall be preserved and handled in accordance with Chapter 119, Florida Statutes. Upon separation from employment, Employee shall promptly return all City property, records, and information in Employee's possession or control.

In the event of separation from employment for any reason, Employee agrees to reasonably cooperate with the City to ensure an orderly and professional transition of management responsibilities, including assisting with the transfer of institutional knowledge, ongoing projects, and administrative matters, as requested by the City Commission or designee.

Employee further agrees that, following separation, Employee shall not interfere with or undermine the authority or operations of the City or its appointed successor City Manager, and shall conduct all post-employment interactions with the City in a professional and respectful manner.

SECTION 11. OUTSIDE EMPLOYMENT

Employee may not have other employment without advance approval of Employer.

SECTION 12. AUTOMOBILE AND CELL PHONE

Employee shall continue to retain the use of the previously issued City vehicle and cellular telephone and related service.

SECTION 13. VACATION AND SICK LEAVE

Employee shall accrue vacation and sick leave in accordance with the Personnel Rules and Regulations for a City employee, as such rules may be amended from time to time.

SECTION 14. HEALTH AND LIFE INSURANCE

Employer agrees to provide hospitalization, surgical, and comprehensive medical insurance, dental insurance and life insurance for Employee and his dependents and to

pay the premium thereon equal to that which is provided to all other employees of Employer.

SECTION 15. DUES AND CONFERENCES

Employer agrees to budget and to pay for the professional dues and educational conferences for maintenance of Employee's City Manager competency. Said amount shall be limited to the budgeted amount for such items and is subject to the approval of the City Commission.

SECTION 16. GOVERNING LAW AND VENUE

This Agreement shall be governed by the laws of the State of Florida and venue of any proceedings hereunder shall lie with the courts of the Fifth Judicial Circuit in and for Lake County, Florida.

SECTION 17. SOVEREIGN IMMUNITY

Nothing in this Agreement shall be construed as a waiver of the City's sovereign immunity or limits of liability under section 768.28, Florida Statutes, or any other applicable law.

SECTION 18. GENERAL PROVISIONS

- A. The text herein shall constitute the entire agreement between the parties. All prior employment agreements between the parties are rescinded, void, and of no further effect upon the effective date of this Agreement.
- B. This Agreement is a personal services contract and shall not be assignable. Upon the death of Employee, this Agreement shall terminate, and the City's obligations shall be limited to payment of compensation and benefits accrued through the date of death, as required by law.
- C. This Agreement shall become effective on March 12, 2026, provided the City Commission ratifies and approves this Agreement.
- D. Any notice required under this Agreement shall be in writing and delivered by personal delivery, certified mail, or recognized overnight courier to the City Clerk and to Employee at the last address on file.
- E. This Agreement may be amended only by written instrument approved by the City Commission at a public meeting and signed by both parties.
- F. No waiver of any provision shall be effective unless in writing.

G. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, the CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA has caused this Agreement to be signed and executed on its behalf by the Mayor, duly attested by the City Clerk, signed by Employee and witnessed by the Human Resources Director.

CITY OF EUSTIS, FLORIDA

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

I affirm on _____, 2026, the City Commission approved and ratified this Agreement.

Christine Halloran
City Clerk

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.

Sasha Garcia, City Attorney

Date

Employee Signature and Human Resources Director Witness Confirmation

Rick Gierok, Employee

Date

Witnessed by:

Karen Crouch, HR Director

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: February 19, 2026

RE: **Explanation of Ordinance Numbers 24-05A, 24-06A, and 24-07A: Repeal of Previously Adopted Ordinance Numbers 24-05, 24-06, and 24-07 and Adoption of Replacement Ordinance Numbers 24-05A, 24-06A, and 24-07A for Annexation, Assignment of Future Land Use, and Assignment of Design District for Property with Alternate Key Numbers 1213355 And 1213347**

FIRST READING

Ordinance Number 24-05A: Repeal of Previously Adopted Ordinance Numbers 24-05

Introduction:

Ordinance Numbers 24-05A (annexation), 24-06A (small-scale future land use amendment), and 24-07A (design district assignment) for the subject property are presented as replacements for Ordinance Numbers 24-05, 24-06, and 24-07, previously adopted by the City Commission on February 1, 2024.

Ordinance Numbers 24-05A, 24-06A, and 24-07A are intended to correct a technical jurisdictional issue, not to reopen or expand the project.

Background:

The City Commission previously adopted Ordinances 24-05 (annexation), 24-06 (small-scale future land use amendment), and 24-07 (design district assignment) for the subject property. Subsequent legal review determined that, although the notices, hearings, and maps consistently reflected the full ±6.67-acre area, the ordinances relied on abbreviated property appraiser parcel descriptions and did not include or incorporate a complete metes-and-bounds legal description as required by Florida law for annexation and related land use actions. Accordingly, staff recommends adopting repeal-and-replace ordinances that restate the prior approvals, incorporate a survey-grade metes-and-bounds legal description and corresponding maps, and preserve the original legislative intent without expanding the scope or intensity of the approvals. This corrective action ensures a clear and defensible record and allows the property to be lawfully incorporated into the City and placed on the municipal tax roll.

Recommended Action:

Based on the adoption of previous ordinances 24-05, 24-06, and 24-07, accordingly, staff is recommending the adoption of repeal-and-replace ordinances that restate the prior approvals, incorporate a survey-grade metes-and-bounds legal description and

corresponding maps, and preserve the original legislative intent without expanding the scope or intensity of the approvals

Item 7.6

Policy Implications:

None

Alternatives:

Approve the adoption of Ordinance Numbers 24-05A, 24-06A, and 24-07A

Deny the adoption of Ordinance Numbers 24-05A, 24-06A, and 24-07A

Budget/Staff Impact:

N/A

Business Impact Estimate:

Exempt from this Requirement per F.S. 164.041(4)(c)7.b (Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality)

Prepared By:

Jeff Richardson, AICP, Deputy Director, Development Services

Reviewed By:

Mike Lane, AICP, Director, Development Services

Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 24-05A

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, REPEALING ORDINANCE NUMBER 24-05 AND ADOPTING A REPLACEMENT ORDINANCE PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY OF EUSTIS PURSUANT TO SECTION 171.044, FLORIDA STATUTES; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; PROVIDING FOR THE INCORPORATION OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND LOCATION MAP; PROVIDING FOR FILING AND NOTICE REQUIREMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an application and voluntary petition for annexation of the property described herein was submitted to the City pursuant to Section 171.044, Florida Statutes; and

WHEREAS, the City Commission of the City of Eustis, Florida (“City Commission”), previously adopted Ordinance Number 24-05 approving the voluntary annexation of approximately 6.67 acres of real property located on the west side of South Fishcamp Road, north of County Road 44, generally identified by Lake County Alternate Key Numbers 1213355 and 1213347; and

WHEREAS, subsequent review determined that Ordinance Number 24-05 referenced abbreviated property appraiser parcel descriptions and did not include a complete metes-and-bounds legal description of all lands intended to be annexed; and

WHEREAS, Section 171.044(3), Florida Statutes, requires that an annexation ordinance include a complete legal description and a map of the area to be annexed; and

WHEREAS, annexation statutes are strictly construed under Florida law, and compliance with statutory requirements is necessary to ensure the validity and enforceability of municipal boundary changes; and

WHEREAS, the City Commission finds it necessary and appropriate to repeal Ordinance Number 24-05 in its entirety and adopt this Ordinance as a repeal-and-replace corrective measure, incorporating a complete metes-and-bounds legal description of the property intended to be annexed, while preserving the original legislative intent and scope of the annexation; and

WHEREAS, the owner(s) of the property described herein have voluntarily petitioned the City for annexation pursuant to Section 171.044, Florida Statutes; and

WHEREAS, the City Commission finds and determines that the property proposed for annexation: (1) is contiguous to the existing corporate limits of the City; (2) is reasonably compact and not enclave-creating; (3) lies within the City’s planning area; (4) can be served by municipal services, including but not limited to central water service, either presently available or planned to be provided in accordance with adopted service plans; and (5) is appropriate for annexation into the City in the interest of orderly growth and development; and

WHEREAS, notice of intent to adopt this Ordinance has been provided in the manner and form required by law, including publication once each week for two (2) consecutive weeks, and availability of the complete legal description with the Office of the City Clerk; and

WHEREAS, the City Commission has conducted two duly noticed public hearings on this Ordinance, in accordance with applicable law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. Repeal. Ordinance Number 24-05 is hereby repealed in its entirety.

Section 2. Voluntary Annexation. Pursuant to Section 171.044, Florida Statutes, the real property described in Exhibit B, attached hereto and incorporated herein by reference, is hereby voluntarily annexed into the corporate limits of the City of Eustis, Florida. The annexed property includes all lands comprising Lake County Alternate Key Numbers 1213355 and 1213347, as more particularly described by metes and bounds in Exhibit B. In the event of any inconsistency, the metes-and-bounds legal description contained in Exhibit B shall control.

Section 3. Incorporation of Exhibits. The Exhibits below are hereby adopted and incorporated as if fully set forth herein.

- A. **Exhibit A** consists of a location map depicting the property annexed by this Ordinance.
- B. **Exhibit B** consists of the complete metes-and-bounds legal description of the property annexed by this Ordinance.

Section 4. Municipal Jurisdiction. Upon the effective date of this Ordinance, the annexed property shall be subject to the jurisdiction, powers, authority, ordinances, and regulations of the City of Eustis, Florida, as provided by law.

Section 5. Filing and Notice. The City Clerk is hereby directed to file certified copies of this Ordinance and any required documentation with the Clerk of the Circuit Court of Lake County, the Florida Department of State, Lake County, and any other agencies as required by law, within the timeframes prescribed by statute, including the filing of updated municipal boundary information and including the filing of the municipal boundary change and population/land area statement with the Florida Department of State as required by law.

Section 6. Severability. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 7. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this _____ day of _____, 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

EMILY A. LEE
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 _____ day of _____, 2026 by Emily A. Lee, 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 by the City Commission of the City of Eustis, Florida. However, I have not conducted an independent verification of the legal description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 24-05A 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.

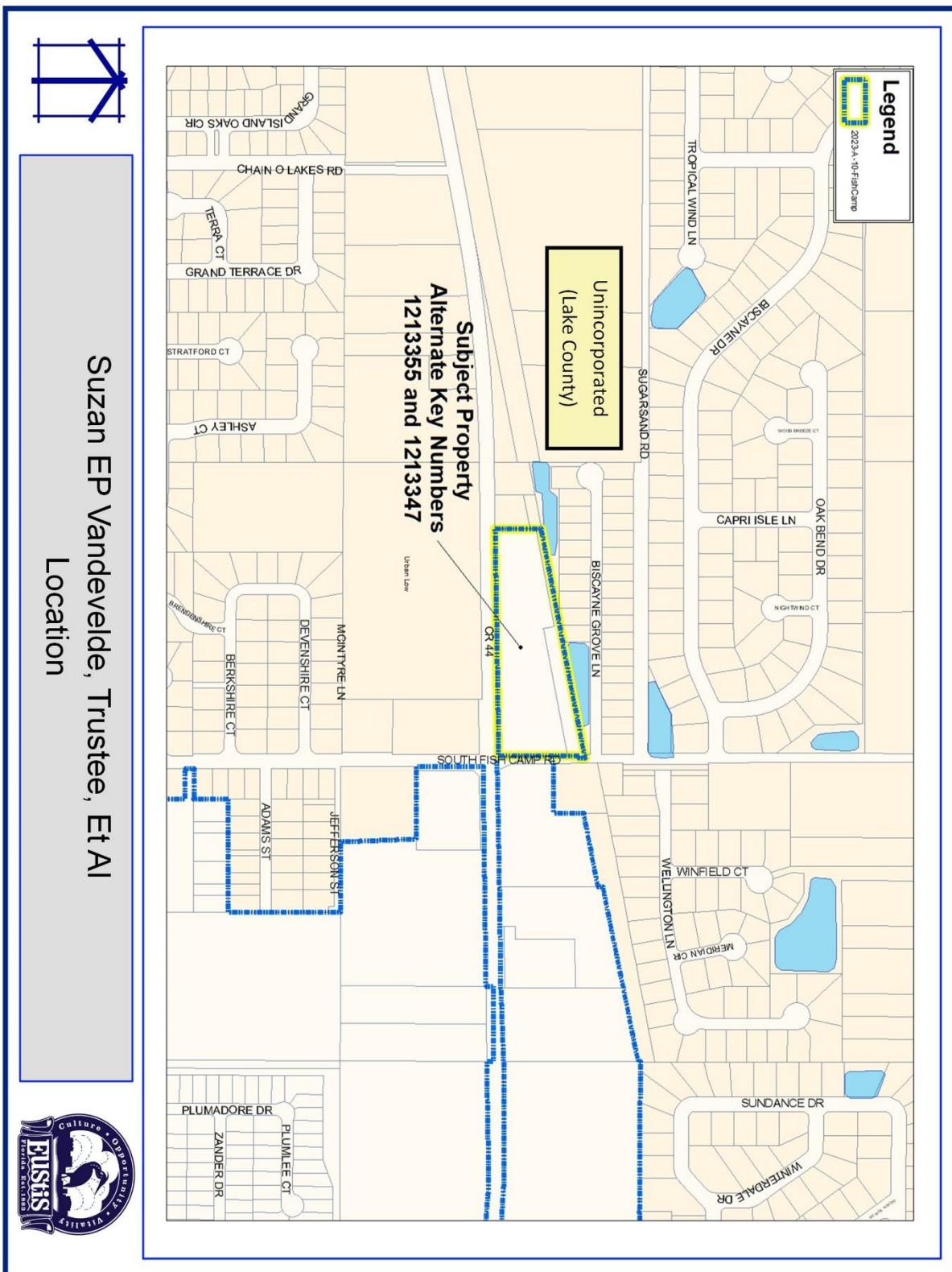
Christine Halloran, City Clerk

EXHIBIT A**LEGAL DESCRIPTION**

That portion of Land lying in the SW ¼ of the NE ¼ of Section 32, Township 18 South, Range 26 East, Lake County, Florida, more particularly described as follows:

Commence at the NW Corner of the SW ¼ of the NE ¼ of Section 32, Township 18 South, Range 26 East and Run South along the West line of the NW Section of Section 32, Township 18 South, Range 26 East, N00°57'49" West a distance of 496.72 feet, thence departing the aforementioned Section Line, Run N78°20'07" East a distance of 300.43 feet to the Point of Beginning, thence continue N78°20'07" East a distance of 1,028.31 feet to the West line of the Right of Way of S Fish Camp Road, thence run South along said Right of Way, S00°49'39" E a distance of 26.80 feet, then Run S89°12'17" West a distance of 7.00 feet, thence Run S00°49'39" East a distance of 347.81 feet, thence Run S87°47'20" West a distance of 1003.26 feet, thence Run N00°49'39" West a distance of 205.48 feet to the Point of Beginning.

EXHIBIT B



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	24-05A
Ordinance Subject	Annexation 2023-A-10
Legal Advertising Date	February 16, 2026
First Reading On	2/19/2026
Second Reading On	3/19/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, REPEALING ORDINANCE NUMBER 24-05 AND ADOPTING A REPLACEMENT ORDINANCE PROVIDING FOR THE VOLUNTARY ANNEXATION OF CERTAIN REAL PROPERTY INTO THE CORPORATE LIMITS OF THE CITY OF EUSTIS PURSUANT TO SECTION 171.044, FLORIDA STATUTES; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; PROVIDING FOR THE INCORPORATION OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND LOCATION MAP; PROVIDING FOR FILING AND NOTICE REQUIREMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 24-06A

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, REPEALING ORDINANCE NUMBER 24-06 AND ADOPTING A REPLACEMENT SMALL-SCALE AMENDMENT TO THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3187, FLORIDA STATUTES; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; CHANGING THE FUTURE LAND USE DESIGNATION OF CERTAIN REAL PROPERTY GENERALLY IDENTIFIED BY LAKE COUNTY ALTERNATE KEY NUMBERS 1213355 AND 1213347; PROVIDING FOR INCORPORATION BY REFERENCE OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND FUTURE LAND USE MAP AMENDMENT ON FILE WITH THE CITY CLERK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Eustis, Florida ("City Commission"), previously adopted Ordinance Number 24-06 approving a small-scale amendment to the City of Eustis Comprehensive Plan to change the Future Land Use designation of approximately 6.67 acres of real property located on the west side of South Fishcamp Road, north of County Road 44, generally identified by Lake County Alternate Key Numbers 1213355 and 1213347; and

WHEREAS, an application was submitted requesting a Future Land Use Map amendment for the subject property in conjunction with voluntary annexation into the City; and

WHEREAS, subsequent review determined that Ordinance Number 24-06 relied on abbreviated property appraiser parcel descriptions and did not include or incorporate a complete metes-and-bounds legal description of all lands intended to be subject to the Future Land Use amendment; and

WHEREAS, while Section 163.3187, Florida Statutes, governs small-scale Comprehensive Plan amendments, the City Commission finds it necessary and appropriate to repeal and replace Ordinance Number 24-06 to ensure that the Future Land Use amendment corresponds precisely to the corrected annexation area and is supported by a complete legal description maintained in the City's official records; and

WHEREAS, the subject property is located within the City's planning area and is appropriate for designation under the City of Eustis Comprehensive Plan upon annexation; and

WHEREAS, the City Commission, sitting as the Local Planning Agency, held a duly noticed public hearing and transmitted a recommendation to the City Commission regarding the proposed small-scale Future Land Use amendment; and

WHEREAS, the City Commission has conducted two duly noticed public hearings on this Ordinance in accordance with Section 163.3187, Florida Statutes; and

WHEREAS, the City Commission finds that the adoption of this small-scale Future Land Use amendment is consistent with the goals, objectives, and policies of the City of Eustis Comprehensive Plan and furthers the orderly growth and development of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. Repeal. Ordinance Number 24-06 is hereby repealed in its entirety.

Section 2. Future Land Use Amendment. The City of Eustis Comprehensive Plan Future Land Use Map is hereby amended to change the Future Land Use designation of the real property more particularly described by metes and bounds in a legal description on file with the Office of the City Clerk, together with a corresponding Future Land Use Map amendment, from Urban Low (Lake County) to Mixed Commercial Residential (City of Eustis).

The property subject to this amendment includes all lands comprising Lake County Alternate Key Numbers 1213355 and 1213347, as intended by the City Commission and as reflected in the legal description and map incorporated by reference herein. In the event of any inconsistency, the metes-and-bounds legal description on file with the Office of the City Clerk shall control.

Section 3. Incorporation by Reference. The metes-and-bounds legal description of the property subject to this amendment and the Future Land Use Map amendment are hereby incorporated by reference and shall be maintained as part of the official records of the City Clerk.

Section 4. Severability. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 5. Effective Date. This Ordinance is adopted as a small-scale Comprehensive Plan amendment pursuant to Section 163.3187, Florida Statutes, and shall become effective thirty-one (31) days after adoption, unless timely challenged. No development order, development permit, or land use dependent on this amendment may be issued or commence before this amendment has become effective.

If timely challenged, this amendment shall become effective upon the issuance of a final order of compliance by the Department of Commerce or the Administration Commission, as applicable.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this _____ day of _____, 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

EMILY A. LEE
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 _____ day of _____, 2026 by Emily A. Lee, Mayor 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 by the City Commission of the City of Eustis, Florida. However, I have not conducted an independent verification of the legal description.

City Attorney's Office

Date**CERTIFICATE OF POSTING**

The foregoing Ordinance Number 24-06A 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.

Christine Halloran, City Clerk

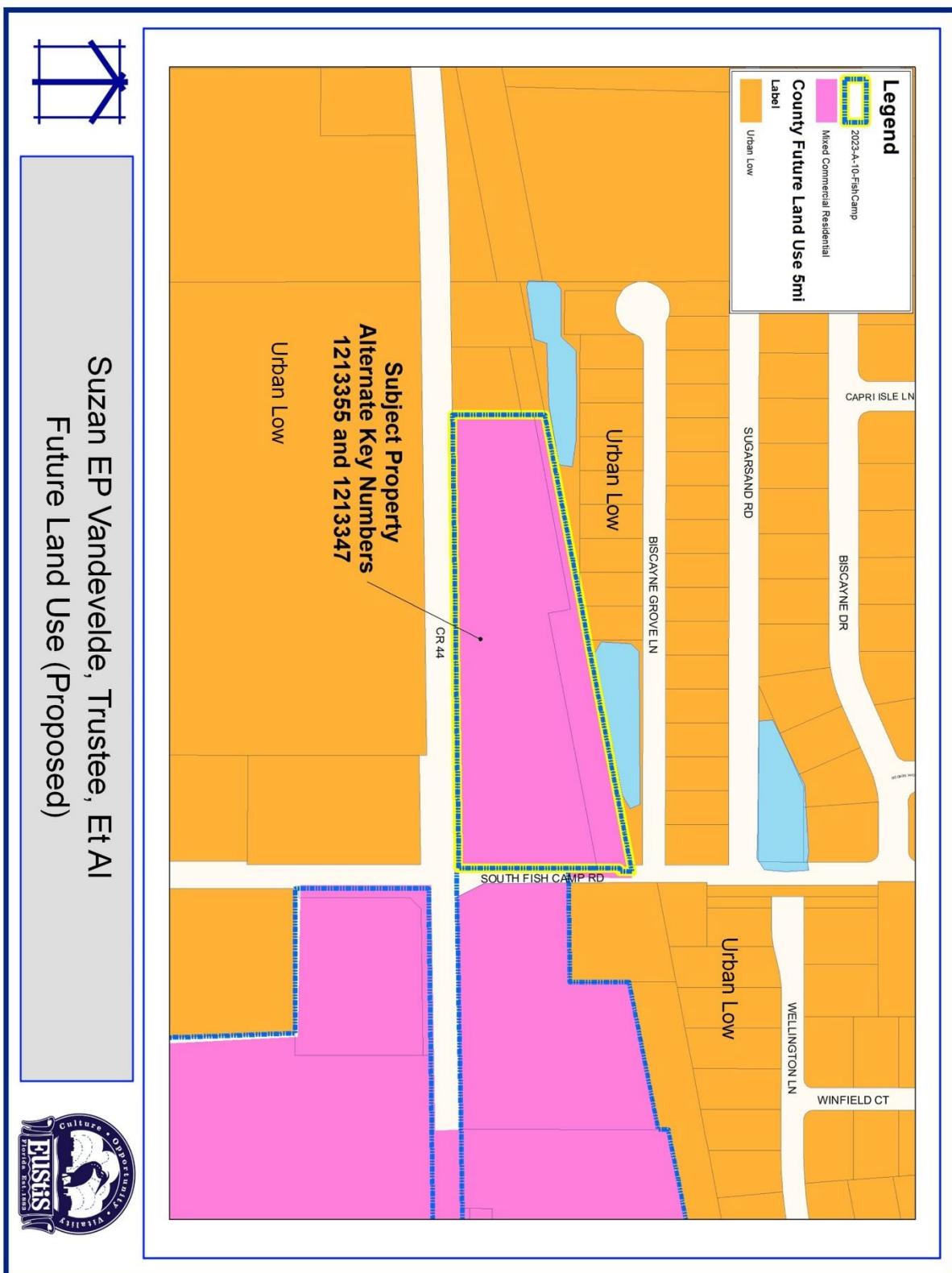
EXHIBIT A

LEGAL DESCRIPTION

That portion of Land lying in the SW ¼ of the NE ¼ of Section 32, Township 18 South, Range 26 East, Lake County, Florida, more particularly described as follows:

Commence at the NW Corner of the SW ¼ of the NE ¼ of Section 32, Township 18 South, Range 26 East and Run South along the West line of the NW Section of Section 32, Township 18 South, Range 26 East, N00°57'49" West a distance of 496.72 feet, thence departing the aforementioned Section Line, Run N78°20'07" East a distance of 300.43 feet to the Point of Beginning, thence continue N78°20'07" East a distance of 1,028.31 feet to the West line of the Right of Way of S Fish Camp Road, thence run South along said Right of Way, S00°49'39" E a distance of 26.80 feet, then Run S89°12'17" West a distance of 7.00 feet, thence Run S00°49'39" East a distance of 347.81 feet, thence Run S87°47'20" West a distance of 1003.26 feet, thence Run N00°49'39" West a distance of 205.48 feet to the Point of Beginning.

EXHIBIT B



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	24-06A
Ordinance Subject	Future Land Use Map Amendment 2023-CPLUS-10
Legal Advertising Date	February 16, 2026
First Reading On	2/19/2026
Second Reading On	3/19/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, REPEALING ORDINANCE NUMBER 24-06 AND ADOPTING A REPLACEMENT SMALL-SCALE AMENDMENT TO THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3187, FLORIDA STATUTES; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; CHANGING THE FUTURE LAND USE DESIGNATION OF CERTAIN REAL PROPERTY GENERALLY IDENTIFIED BY LAKE COUNTY ALTERNATE KEY NUMBERS 1213355 AND 1213347; PROVIDING FOR INCORPORATION BY REFERENCE OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND FUTURE LAND USE MAP AMENDMENT ON FILE WITH THE CITY CLERK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 24-07A

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, REPEALING ORDINANCE NO. 24-07 AND ADOPTING A REPLACEMENT ORDINANCE ASSIGNING A DESIGN DISTRICT DESIGNATION TO CERTAIN REAL PROPERTY GENERALLY IDENTIFIED BY LAKE COUNTY ALTERNATE KEY NUMBERS 1213355 AND 1213347; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; PROVIDING FOR INCORPORATION BY REFERENCE OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND DESIGN DISTRICT MAP ON FILE WITH THE CITY CLERK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE CONTINGENT UPON ANNEXATION.

WHEREAS, the City Commission of the City of Eustis, Florida (“City Commission”), previously adopted Ordinance Number 24-07 assigning a Suburban Corridor Design District designation to approximately 6.67 acres of real property located on the west side of South Fishcamp Road, north of County Road 44, generally identified by Lake County Alternate Key Numbers 1213355 and 1213347; and

WHEREAS, on behalf of Suzan EP Vandevelde, Trustee, et al., property owner, LPG Urban & Regional Planners, LLC, as applicant, an application was submitted requesting assignment of a City of Eustis Design District designation for the subject property in conjunction with voluntary annexation into the City; and

WHEREAS, subsequent review determined that Ordinance Number 24-07 relied on abbreviated property appraiser parcel descriptions and did not include or incorporate a complete metes-and-bounds legal description of all lands intended to be subject to the Design District assignment; and

WHEREAS, the City Commission finds it necessary and appropriate to repeal and replace Ordinance Number 24-07 to ensure that the Design District designation corresponds precisely to the corrected annexation area and is supported by a complete legal description maintained in the City’s official records; and

WHEREAS, the City of Eustis Land Development Regulations require that annexed property be assigned an appropriate Design District designation consistent with the City’s form-based code framework and surrounding development pattern; and

WHEREAS, the City Commission finds that assignment of the Suburban Corridor Design District to the subject property is consistent with the City’s Comprehensive Plan, Land Development Regulations, and the existing and planned development patterns in the area; and

WHEREAS, the City Commission has conducted two duly noticed public hearings on this Ordinance in accordance with applicable law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA:

Section 1. Repeal. Ordinance Number 24-07 is hereby repealed in its entirety.

Section 2. Design District Assignment. The real property more particularly described by metes and bounds in a legal description on file with the Office of the City Clerk, together with a corresponding Design District Map amendment, is hereby assigned the Suburban Corridor Design District pursuant to the City of Eustis Land Development Regulations.

The property subject to this assignment includes all lands comprising Lake County Alternate Key Numbers 1213355 and 1213347, as intended by the City Commission and as reflected in the legal description and map incorporated by reference herein. In the event of any inconsistency, the metes-and-bounds legal description on file with the Office of the City Clerk shall control.

Section 3. Incorporation by Reference. The metes-and-bounds legal description of the property subject to this Ordinance and the Design District Map amendment are hereby incorporated by reference and shall be maintained as part of the official records of the City Clerk.

Section 4. Severability. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 5. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading, provided that Ordinance No. 24-05A (annexation) has become effective.

If Ordinance No. 24-05A does not become effective, this Ordinance shall have no force or effect.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this _____ day of _____, 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

EMILY A. LEE
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 _____ day of _____, 2026 by Emily A. Lee, Mayor 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 by the City Commission of the City of Eustis, Florida. However, I have not conducted an independent verification of the legal description.

City Attorney's Office

Date**CERTIFICATE OF POSTING**

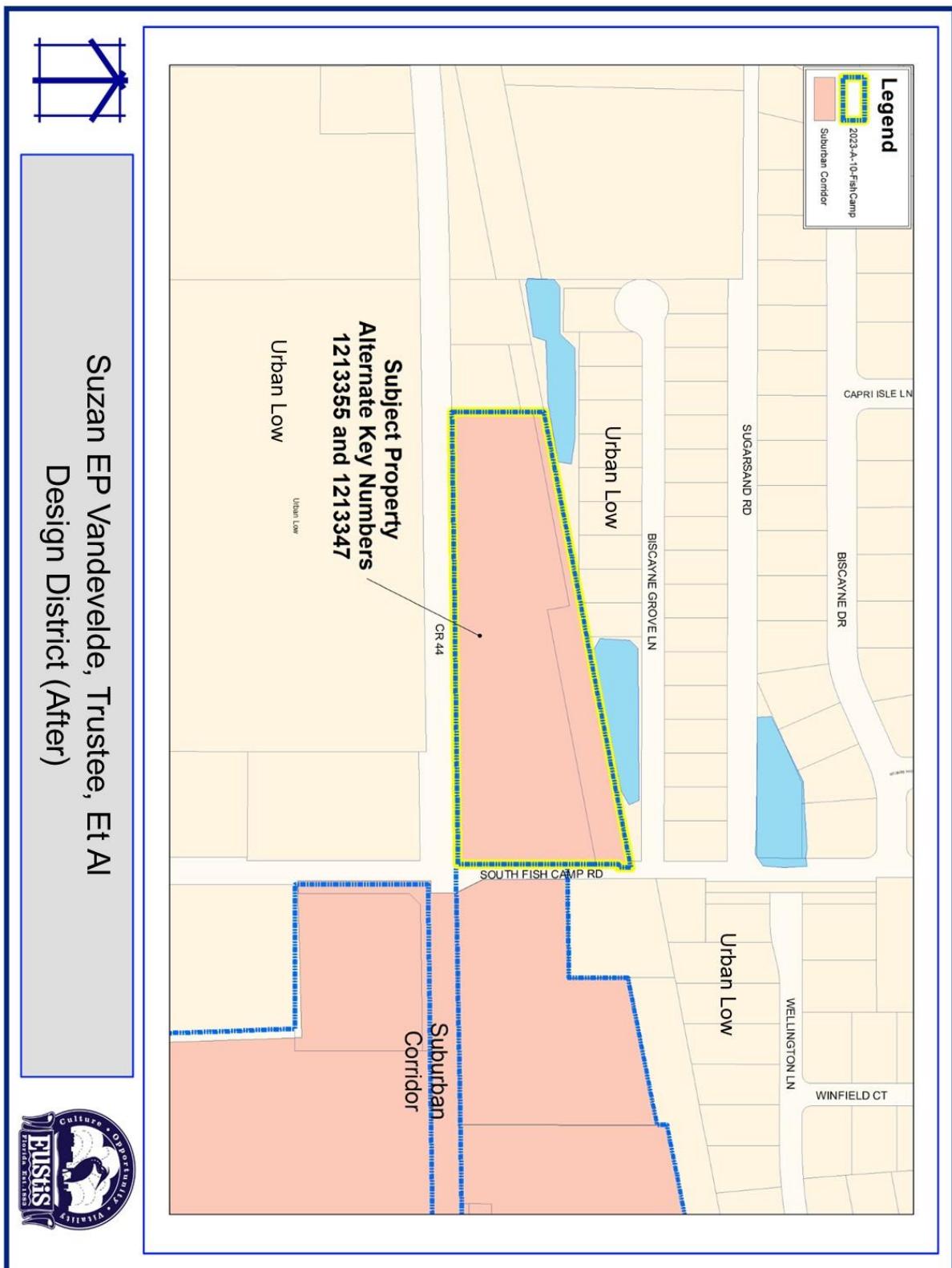
The foregoing Ordinance Number 24-07A is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT A**LEGAL DESCRIPTION**

That portion of Land lying in the SW ¼ of the NE ¼ of Section 32, Township 18 South, Range 26 East, Lake County, Florida, more particularly described as follows:

Commence at the NW Corner of the SW ¼ of the NE ¼ of Section 32, Township 18 South, Range 26 East and Run South along the West line of the NW Section of Section 32, Township 18 South, Range 26 East, N00°57'49" West a distance of 496.72 feet, thence departing the aforementioned Section Line, Run N78°20'07" East a distance of 300.43 feet to the Point of Beginning, thence continue N78°20'07" East a distance of 1,028.31 feet to the West line of the Right of Way of S Fish Camp Road, thence run South along said Right of Way, S00°49'39" E a distance of 26.80 feet, then Run S89°12'17" West a distance of 7.00 feet, thence Run S00°49'39" East a distance of 347.81 feet, thence Run S87°47'20" West a distance of 1003.26 feet, thence Run N00°49'39" West a distance of 205.48 feet to the Point of Beginning.

EXHIBIT B

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	24-07A
Ordinance Subject	Design District Map Amendment 2023-DD-10
Legal Advertising Date	February 9, 2026
First Reading On	2/19/2026
Second Reading On	3/19/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, REPEALING ORDINANCE NO. 24-07 AND ADOPTING A REPLACEMENT ORDINANCE ASSIGNING A DESIGN DISTRICT DESIGNATION TO CERTAIN REAL PROPERTY GENERALLY IDENTIFIED BY LAKE COUNTY ALTERNATE KEY NUMBERS 1213355 AND 1213347; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; PROVIDING FOR INCORPORATION BY REFERENCE OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND DESIGN DISTRICT MAP ON FILE WITH THE CITY CLERK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE CONTINGENT UPON ANNEXATION.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.





City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: FIRST READING

Ordinance Number 26-05: Burger King Restaurant New Noncompliant Pylon Sign – SR 19 N

Case Number: 2026-CUP-001

Project Name: SR19N Burger King Pylon Sign

Application Type: Conditional Sign Permit

Applicant: Eddie Alvarez, Adiser Orlando, LLC

Property Owner: Burger King Company LLC

Location: Outparcel of Publix at SR 19 & CR 44

Parcel ID: 35-18-26-0003-000-06500

Alternate Key: 3800866

Future Land Use: General Commercial (GC)

Design District: Suburban Corridor (SC)

Introduction:

The purpose of this agenda item is to consider approval of a Conditional Sign Permit for the existing, freestanding pylon sign located at the Burger King restaurant at 1909 State Road 19 North. The request would allow the existing 42-foot sign height and approximately 89-square-foot sign cabinet to remain as built, subject to beautification and maintenance conditions consistent with City Commission direction.

Background:

A sign contractor installed a new sign cabinet on an existing pole without obtaining a City sign permit, resulting in Code Enforcement Violation ID 2501171. The property is located within the Suburban Corridor Design District, which limits freestanding signs to 15 feet in height and 50 square-feet of copy area. The existing sign measures approximately 42 feet in height with an 89-square-foot cabinet, exceeding district standards.

At the February 5, 2026 meeting, the City Commission determined that the existing height and copy area are acceptable for this location along the SR 19 commercial corridor. The Commission directed staff to work with the applicant on beautification measures, including potential participation in the America in Bloom (AIB) program or equivalent landscaping improvements. The applicant has agreed to adopt and maintain the SR 19 frontage area adjacent to the site, including mowing, litter removal, and routine upkeep.

Approval of the Conditional Sign Permit will bring the sign into compliance through the legislative process and allow closure of the code enforcement case.

Item 7.9

Recommended Action:

Approve the Conditional Sign Permit for the existing freestanding sign at 1909 State Road 19 North, allowing the existing 42-foot height and 89 square-foot cabinet to remain as built, subject to beautification and maintenance conditions as outlined in the ordinance.

Policy Implications:

Approval supports the City's corridor beautification goals and aligns with the Commission's direction to encourage participation in the America in Bloom program or equivalent landscaping improvements. The applicant's commitment to maintain the SR 19 frontage area provides an ongoing public benefit and reduces long-term maintenance demands on the City. The action also resolves an active code enforcement case through a transparent, legislative process.

Alternatives:

1. Approve the Conditional Sign Permit with the conditions recommended by staff.
2. Approve the Conditional Sign Permit with modified conditions.
3. Deny the Conditional Sign Permit, which would require the sign to be brought into compliance with Suburban Corridor Design District standards.

Budget/Staff Impact:

Not Applicable

Business Impact Estimate:

Approval of the Conditional Sign Permit avoids the cost of modifying or replacing the existing sign and instead redirects applicant resources toward beautification and maintenance of the SR 19 frontage. The required maintenance commitments reduce City labor and enhance corridor aesthetics, providing a positive long-term impact on the surrounding commercial area.

Prepared By:

Mike Lane, Development Services Director

Reviewed By:

Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 2026-05

AN ORDINANCE OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL SIGN PERMIT FOR THE EXISTING FREESTANDING SIGN LOCATED AT THE BURGER KING RESTAURANT AT 1909 STATE ROAD 19 NORTH; ALLOWING A MAXIMUM HEIGHT OF 42 FEET AND AN 89 SQUARE FOOT SIGN CABINET; AUTHORIZING THE CITY COMMISSION TO ESTABLISH CONDITIONS OF APPROVAL AT ADOPTION, INCLUDING BUT NOT LIMITED TO BEAUTIFICATION OR MAINTENANCE COMMITMENTS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Eddie Alvarez of Adiser Orlando, LLC, on behalf of Burger King Company LLC, submitted an application for a Conditional Sign Permit for the existing pylon sign located at the Burger King restaurant at 1909 State Road 19 North, Eustis, Florida, identified as Parcel ID 35-18-26-0003-000-06500, Alternate Key 3800866; and

WHEREAS, a sign contractor installed a new sign cabinet on an existing pole without obtaining a City sign permit, resulting in Code Enforcement Violation ID 2501171; and

WHEREAS, the Suburban Corridor Design District (LDR §115-11.2(b)(4)) limits freestanding signs to a maximum height of 15 feet and a maximum copy area of 50 square feet; and

WHEREAS, the existing pylon sign stands at approximately 42 feet in height and contains an approximately 89 square foot sign cabinet, both of which exceed the standards of the Suburban Corridor Design District; and

WHEREAS, at the February 5, 2026 City Commission meeting, the Commission determined that the existing height and copy area are acceptable for this location along the SR 19 commercial corridor; and

WHEREAS, the City Commission directed staff to work with the applicant on beautification of the area surrounding the sign; and

WHEREAS, Planning staff requested, and the applicant agreed, to adopt and maintain the SR 19 frontage area adjacent to the site for mowing and routine upkeep; and

WHEREAS, the City Commission finds that approval of the Conditional Sign Permit, subject to conditions, provides a public benefit through corridor beautification and maintenance; and

WHEREAS, the City Commission finds that approval of the Conditional Sign Permit will close Code Enforcement Violation ID 2501171 based on the Commission's acceptance of the existing sign; and

WHEREAS, the City Commission finds that the request meets the criteria for a Conditional Sign Permit under LDR §115-11.5 and is in the best interest of the public health, safety, and welfare of the citizens of the City of Eustis.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA:

SECTION 1. APPROVAL OF CONDITIONAL SIGN PERMIT

The Conditional Sign Permit for the Burger King property located at 1909 State Road 19 North is hereby **APPROVED**. The request includes, but is not limited to, allowing the existing sign height of approximately 42 feet and sign cabinet size of approximately 89 square feet to remain as built, together with any modifications, conditions, or alternate configurations the City Commission may deem appropriate at adoption, which may include enhanced landscaping, right-of-way beautification or other corridor improvement measures.

The following deviations are specifically authorized pursuant to LDR §115-11.5:

1. A maximum freestanding sign height of 42 feet, measured from finished grade to the top of the sign cabinet; and
2. Retention of the existing sign cabinet measuring approximately 89 square feet of copy area.

SECTION 2. CONDITIONS OF APPROVAL

1. **Height and Cabinet Size:** The existing 42-foot height and 89-square-foot cabinet are approved as deviations from the Suburban Corridor Design District standards. No enlargement, extension, or increase in height or copy area is permitted.
2. **Beautification Measures (Optional AIB Participation):** The applicant shall coordinate with City staff to implement beautification improvements around the base of the sign, which may include flowering plants, enhanced landscaping, or participation in the City's America in Bloom (AIB) program. Participation in AIB is encouraged but not required; however, equivalent beautification measures acceptable to the City shall be provided.
3. **Frontage Maintenance:** The applicant shall adopt and maintain the SR 19 frontage area adjacent to the site, including mowing, litter removal, and routine upkeep.
4. **Code Enforcement Case Closure:** Code Enforcement Violation ID 2501171 shall be closed upon adoption of this Ordinance and confirmation of the beautification and maintenance commitments.
5. **Applicability:** This approval applies only to the existing pole and cabinet structure and is not transferable to a new or relocated sign.

SECTION 3. CONFLICTS

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4. SEVERABILITY

If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid, the remainder shall not be affected.

SECTION 5. EFFECTIVE DATE

This Ordinance shall take effect immediately upon adoption.

PASSED AND ADOPTED this ____ day of _____, 2026, by the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 19th day of February 2026, by Emily A. Lee, 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 the use and reliance of the Eustis City Commission, 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 26-05 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 Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

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: February 19, 2026

RE: **Explanation of Ordinance Numbers 26-06, 26-07, and 26-08 for Annexation of Parcel with Alternate Key Number 1040141**

Ordinance Number 26-06 – Voluntary Annexation

Ordinance Number 26-07 – Comprehensive Plan Amendment

Ordinance Number 26-08 – Design District Assignment

FIRST READING

Ordinance Number 26-06: Voluntary Annexation of Parcel with Alternate Key Number 1040141

Introduction:

Ordinance Number 26-06 provides for the voluntary annexation of approximately 10 acres located on the east side of the intersection of County Road 44 and County Road 44A (Alternate Key Number 1040141). Provided the annexation of the subject property is approved, Ordinance Number 26-07 would change the Future Land Use designation from Urban Low in Lake County to General Commercial (GC) in the City of Eustis, and Ordinance Number 26-08 would assign the subject property a Design District designation of Suburban Corridor. If Ordinance Number 26-06 is denied, then there can be no consideration of Ordinance Numbers 26-07 and 26-08.

Background:

1. The site contains approximately 10 acres and is located within the Eustis Joint Planning Area. The site is currently vacant and agricultural/silvicultural (Planted Pines)
2. The subject property is contiguous to the current City of Eustis boundary on the south and west property lines.
3. The site has a Lake County Future Land Use Designation of Urban Low, but approval of Ordinance Number 26-07 would change the land use designation to General Commercial (GC) in the City of Eustis.
4. The West Side of the CR 44A/CR 44 intersection is already City of Eustis General Commercial (GC) and Mixed Commercial Residential (MCR).

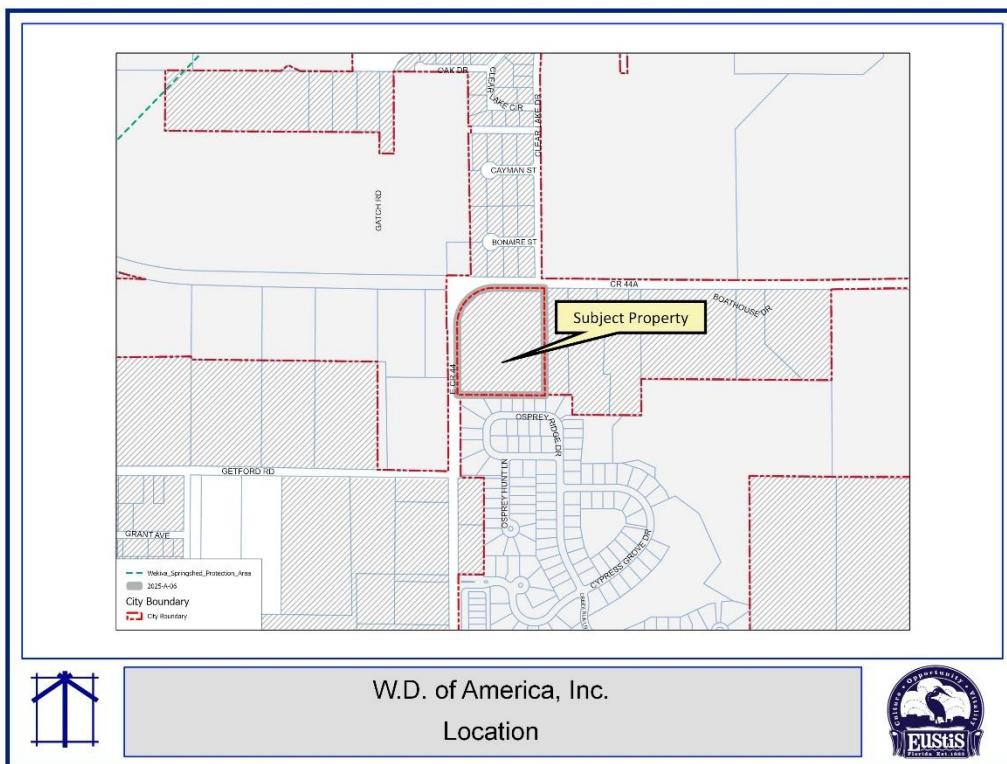
Location	Existing Use	Future Land Use	Design District
Site	Vacant/Planted Pines	Urban Low (Lake County)	N/A
North	Single-Family Residential	Urban Low (Lake County)	N/A
South	Single-Family Residential	Suburban Residential (SR)	Rural Neighborhood
East	Single-Family Residential	Urban Low (Lake County)	Suburban Corridor

West

Vacant

General Commercial (GC) N/A
and Mixed Commercial
Residential (MCR)

Item 7.10



Applicant's Request

The applicant and property owner wish to annex the property, change the future land use to General Commercial (GC), and assign a design district of Suburban Corridor. The applicant's application did not detail the intended use of the property beyond future commercial development.

The current Lake County land use designation for the subject property is Urban Low. The Lake County land use designation allows for residential uses of up to four (4) dwelling units per one (1) net buildable acre and 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.

The proposed General Commercial (GC) land use designation within the City of Eustis provides for future commercial development. This future land use district request matches the designations to the west.

A. Analysis of Annexation Request (Ordinance Number 26-06)

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 is located within the Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested GC 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 define the reasonably compact area where the City can provide services effectively and efficiently. The subject property lies within that planning area. It is contiguous to the City limits on the southern and western boundary, and the owner has petitioned 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 published notice of this annexation in the Daily Commercial in accordance with the requirements on February 9, 2026, and again on February 16, 2026.

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."

Annexation of the subject property does not create 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 by subsection (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..."

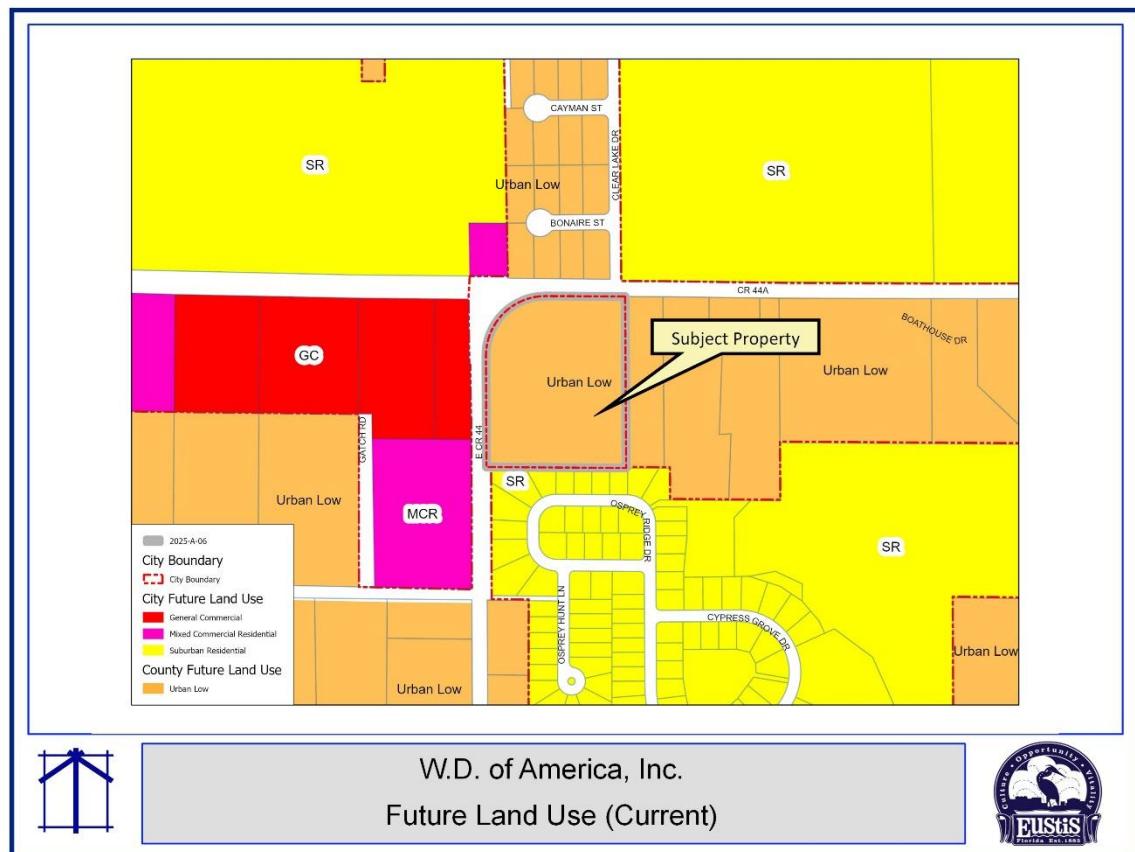
The department notified the Lake County Board of County Commissioners on January 29, 2026.

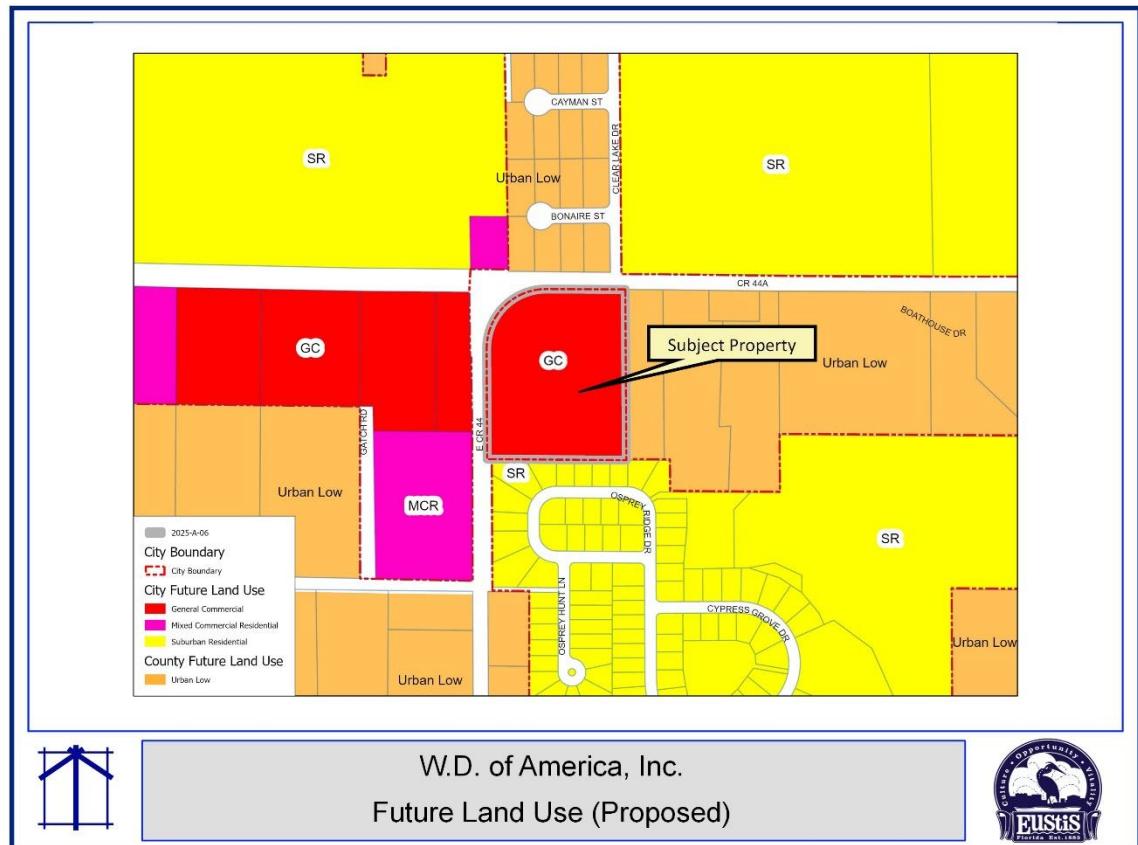
B. Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 26-07)

In Accordance with Florida Statutes Chapter 163.3177.9, to discourage urban sprawl, the Florida Statutes outlines the Primary Indicators of Sprawl. Staff has reviewed these indicators and finds that the proposed annexation and assignment of Future Land Use does not contradict the intent of the primary indicators of sprawl as outlined. The outline and summary of these indicators are included in the supplement to this report.

C. Per the City of Eustis Comprehensive Plan, Future Land Use Element Appendix

Staff has assessed the proposed amendment to the City of Eustis Comprehensive Plan Future Land Use map relating to the development patterns described and supported within the Plan, including conditions and impacts to utility infrastructure, transportation infrastructure, natural features, and the environment. Staff review finds that the proposed assignment of the General Commercial (GC) future land use will not result in impacts that will cause detriment beyond current patterns. The outline and summary of this analysis are included as a supplement to this report.





D. Analysis of Design District Request (Ordinance Number 26-08):

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban, or rural transect consistent with the surrounding area.

The City's Land Development Regulations set forth standards for review when changing or in the case of annexation, assigning a Design District. Staff has reviewed these standards and finds the proposed Suburban Corridor Design District consistent with those standards. The outline and summary of this analysis are included as a supplement to this report.



Recommended Action:

Development Services finds the proposed annexation, Future Land Use, and Design District designations consistent with the Comprehensive Plan, Land Development Regulations, and surrounding and adjacent land uses; therefore, it recommends approval of Ordinance Numbers 26-06, 26-07, and 26-08.

Policy Implications:

None

Alternatives:

1. Approve Ordinance Numbers 26-06 (Annexation), 26-07 (Comp. Plan Amendment), and/or 26-08 (Design District Designation).
2. Deny Ordinance Numbers 26-06, 26-07, and 26-08.

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.

Business Impact Estimate:

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinances: Section 166.041(4)(c) enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

Prepared By:

Kyle Wilkes, AICP, Senior Planner, Development Services

Reviewed By:

Jeff Richardson, AICP, Deputy Director, Development Services

Mike Lane, AICP, Development Services Director

Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 26-06

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 10 ACRES OF
REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S
ALTERNATE KEY NUMBERS 1040141, LOCATED ON THE EAST SIDE OF
THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.**

WHEREAS, Denton Cairnes and Travis Sawchuk have made an application for voluntary annexation, on behalf of W.D. of America, Inc., the property owner, for approximately 10 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A, more particularly described as:

Parcel Alternate Key: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description:

A portion of Lots 5, 6, and 7, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00' 1 3'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has not been verified for accuracy)

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 and sewer service is available to the property; and

WHEREAS, on February 19, 2026, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on March 5, 2026, the City Commission held the 2nd 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 10 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 5th day of March 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 5th day of March 2026, by Emily A. Lee, 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 for form and legal content for the use and reliance of the Eustis City Commission; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office

Date

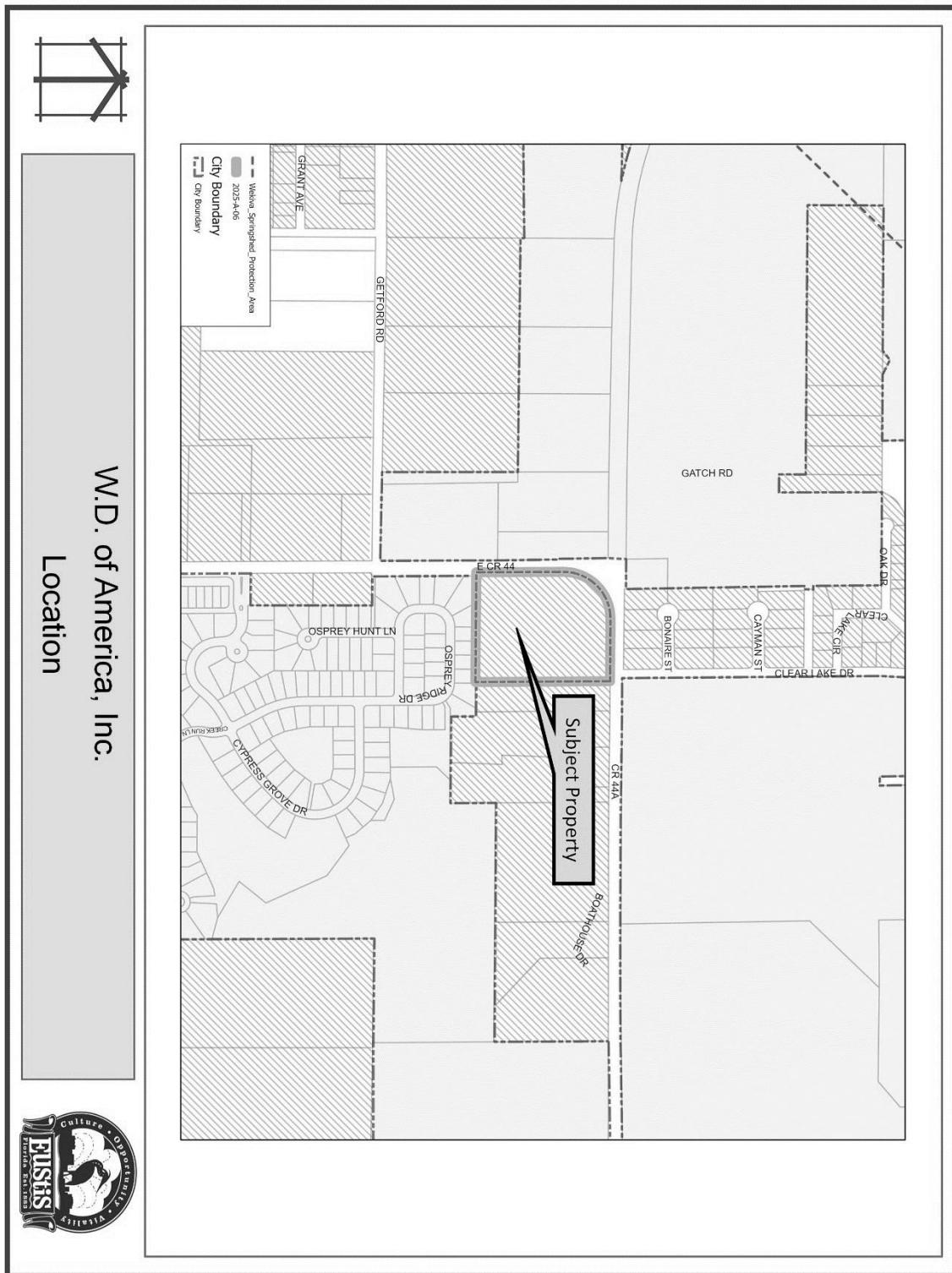
CERTIFICATE OF POSTING

The foregoing Ordinance Number 26-06 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

Date

EXHIBIT A



Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 26-07)

In Accordance with Florida Statutes Chapter 163.3177.9.:

Discourage Urban Sprawl: Primary Indicators of Sprawl:

The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

Review of Indicators

1. Low Intensity Development:

Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The requested future land use will provide Commercial uses at a major intersection.

2. Urban Development in Rural Areas:

Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The area is a significant intersection in an urbanizing/suburbanizing area.

3. Strip or Isolated Development:

Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The site is within an urbanizing corridor with commercial and industrial land uses designated to the west and residential development to the south.

4. Natural Resources Protection:

Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

This indicator does not apply. The subject property is a tree farm (silviculture) and is currently planted with pine and mixed natural deciduous trees.

5. Agricultural Area Protection:

Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This property does support active agricultural or silvicultural activities (tree farm/planted pine). However, the property is within an existing developed and further developing area, with similar land uses assigned.

6. Public Facilities:

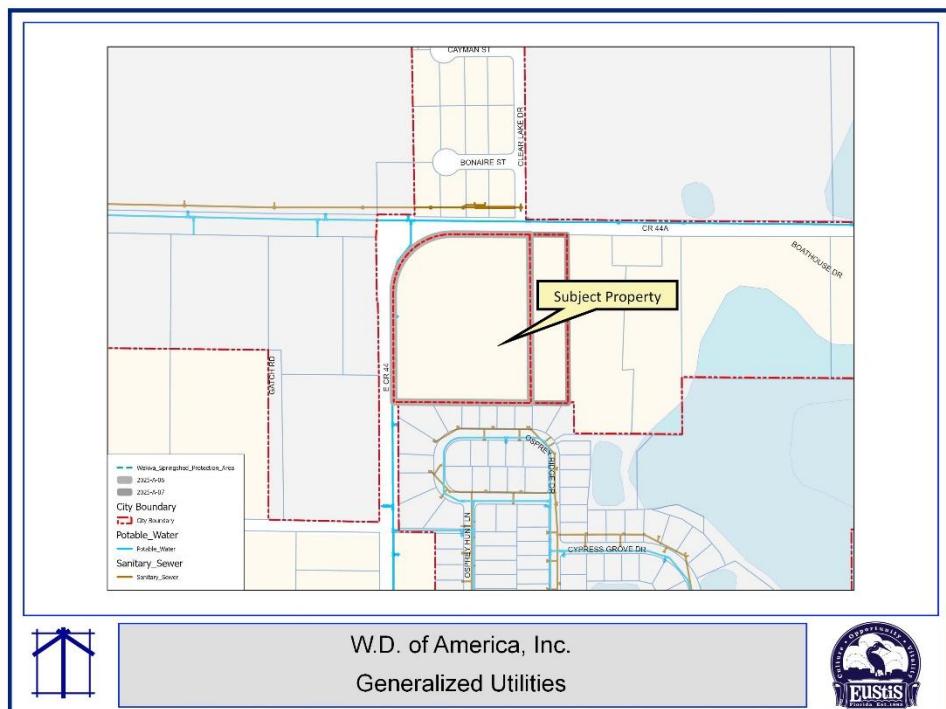
Fails to maximize use of existing public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of the City's 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:

Allows for land use patterns or timing that disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing and future development consistent with the requested GC future land use designation. The City provides these services to other properties in the area, so efficiency will improve.



8. Separation of Urban and Rural:

Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. No other nearby properties contain active agricultural activities or uses. The surrounding area is developed or has development entitlements attached to the land. These developments have densities and intensities that are clearly suburban uses.

9. Infill and Redevelopment:

Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. This property is a logical extension of development for the city.

10. Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator does not apply. The site is surrounded by single-family development on the adjacent properties, which is consistent with permitted uses in the area. A variety of other uses are evident, including various commercial, industrial, and residential uses, within 1 mile of the subject property.

11. Accessibility among Uses:

Results in poor accessibility among linked or related land uses.

This indicator does not apply. The Land Development Regulations include provisions to provide adequate accessibility and linkages between related uses. Development Services will ensure compliance with these standards at the time of development review.

12. Open Space:

Results in the loss of significant amounts of functional open space.

This indicator does not apply. The site does not contain functional open space and is not connected to regionally significant open space.

13. Urban Sprawl:

The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

a. 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 existing urban/suburban development patterns and is a logical extension of the urban development boundary. The

Comprehensive Plan and Land Development Regulations have provisions to protect natural resources and ecosystems at time of site plan approval.

- b. Efficient and Cost-Effective Services:
Promotes the efficient and cost-effective provision or extension of public infrastructure and services.
- Water and sewer service are available.**
- c. Walkable and Connected Communities:
Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

At the time of development, the site must meet the City's Land Development Regulations relating to connection and sidewalks. County Roads 44 and 44A are not City infrastructure and do not currently have a sidewalk system. Interconnectivity to existing and future uses will be a challenge.

- d. Water and Energy Conservation:
Promotes the conservation of water and energy.

The development of the site must meet City development and Florida Building Code standards, which will require energy and water-efficient appliances.

- e. Agricultural Preservation:
Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable. The site is within an existing developed/developing area.

- f. Open Space:
Preserves open space and natural lands and provides for public open space and recreation needs.

This is not applicable. The site does not provide functional open space or natural areas.

- g. Balance of Land Uses:
Creates a balance of land uses based upon the demands of the residential population for the nonresidential needs of an area.

The proposed land use would allow for additional commercial opportunities to serve existing residential development and capture market for through-commuters.

h. Urban Form Densities and Intensities:

Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. [163.3164](#).

Not applicable.

In Accordance with the Comprehensive Plan Future Land Use Element Appendix:

All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

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:***

Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

a. Emergency Services Analysis:

Eustis emergency services already provide emergency response to other properties in the area. Any development consistent with the GC future land use designation would not have a significant negative impact on the operations of Eustis emergency services.

b. Parks & Recreation:

In 2010, the City prepared a Park Inventory and Level of Service Demand and Capacity analysis as part of the Comprehensive Plan Evaluation and Appraisal Report. The results show that a surplus of park area exists up to and beyond the City's population of 20,015. The current population is 24,500. Pursuant to comprehensive plan policy and Land Development Regulation, residential development will be required to provide on-site park amenities.

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. At the time of development application verification of capacity will be required from Lake County Schools.

e. Solid Waste:

The City contracts with Waste Management for the hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in the delivery of services.

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:

This potential added Commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed GC land use. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. Prior to the development of the property, site plan approval amongst other approvals

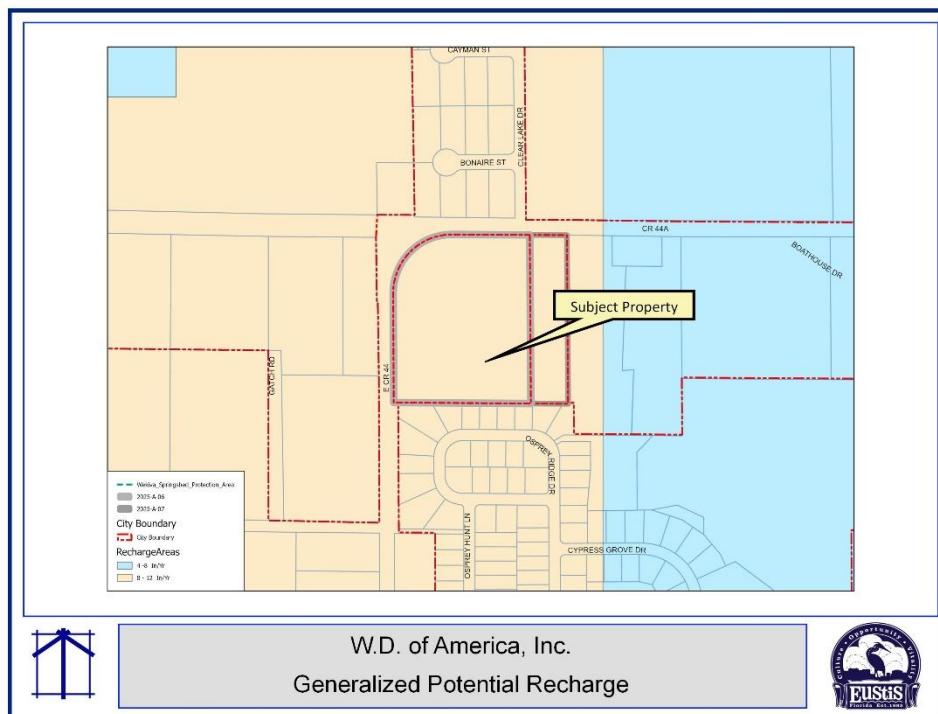
will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

2. Natural Resources/Natural Features:

The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically, each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

a. Groundwater recharge areas:

The site may be within a high 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.

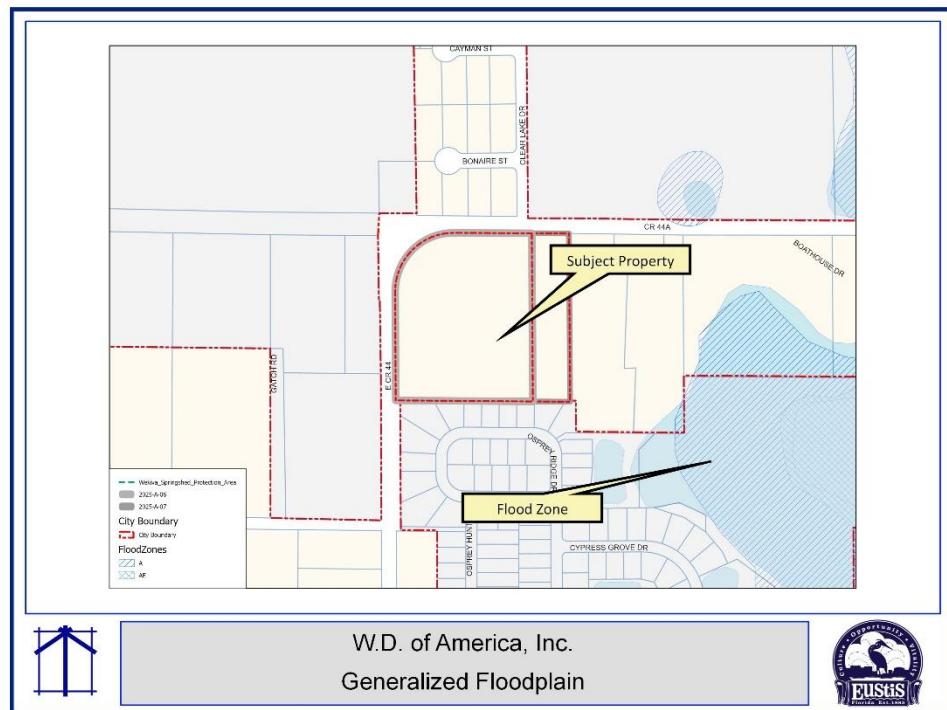


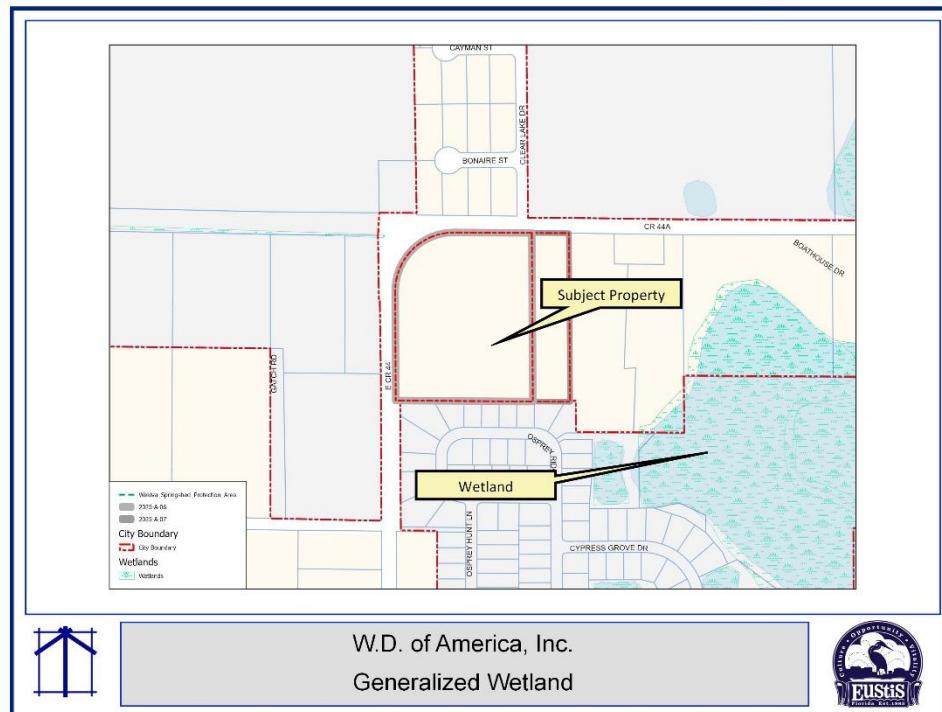
b. Historical or archaeological sites:

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 not impacted by a 100-year flood zone area. Source - Lake County GIS - 2012 Flood Zones. Development of the property poses no wetland impacts, as no wetlands exist on the property.

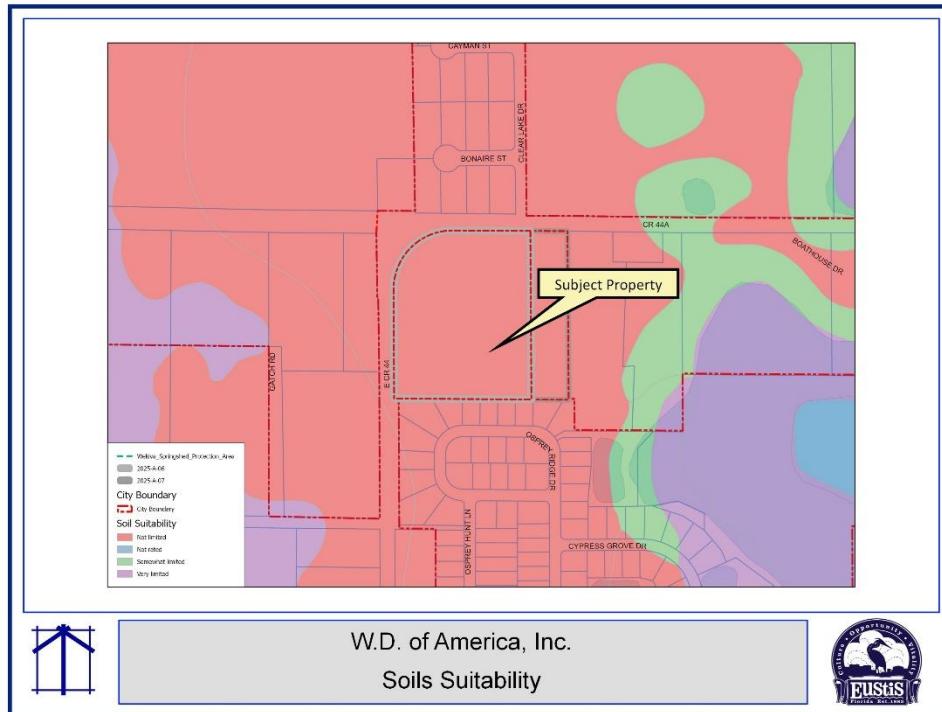




d. Soil and topography:

The soils appear to pose no limitations for development. At the development application stage, soils and geotechnical reports will be required as part of the application packages as well as for permitting for development with the applicable state agencies.

As site plan and building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.



3. 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:

Policy I-1.3.2 Urban Low Density Future Land Use Category

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 institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.

TYPICAL USES INCLUDE:

- Residential;
- Nursing and personal care facilities;• Civic uses;
- Residential professional offices;
- Passive parks;
- Religious organizations;
- Day care services;
- Schools;
- Commerce uses, including: services, retail trade, finance, insurance and real estate as allowed pursuant to Policy I-1.3.10 Commercial Activities within the Urban Future Land Use Series (... Lake County shall allocate sufficient land area to accommodate commercial activities that provide goods and services, with consideration to economic benefits and environmental impacts to the County. For the purposes of this Objective, the term —Commercial shall include commercial, retail, office, limited light industrial uses, and other uses commonly associated with these activities. The location and distribution of commercial land uses within Lake County shall be guided by information contained in the Data Inventory and Analysis for the Future Land Use and Economic Elements. The policies below shall apply to commercial development within the Urban Future Land Use Series.); and
- Public order and safety.

Proposed Land Use According to the Eustis Comprehensive Plan:

General Commercial

(GC)

The GC designation is intended to provide an area consisting of primarily free-standing commercial land uses serving both motorists and local residents.

General Range of Uses: General Commercial may include a variety of free-standing retail and service uses and small strip centers including automotive-oriented uses such as service stations and auto sales as well as outdoor recreation, and schools. Public and utility services and facilities that are 5 acres or less in size are also permitted.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land

Development Regulations.

Developments within the Wekiva Protection Overlay that include longleaf pine, sandhill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

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 and other Lake County Comprehensive Plan policies would allow for some commercial, while the City of Eustis GC (General Commercial) would allow for a greater variety of commercial uses while limiting residential options.

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 on the proposed residences.

Not applicable.

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 proposed future land use does not allow for industrial-type uses that may be incompatible with existing residential uses. Through the site development process, each project is evaluated, and the appropriate land development regulations are applied to mitigate potential incompatibility.

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 added commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed GC land use. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. 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. 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.

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 not in conflict with the Land Development Regulations. At the time of development, there will be further review for compliance.

c. Inconsistent with Surrounding Uses:

Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

City commercial future land use has been designated for the west side of the CR 44/44A intersection. The General Commercial FLU would not be inconsistent for the area.

d. Changed Conditions:

Whether there have been changed conditions that justify an amendment.

The applicant wishes to annex the property into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. Upon annexation, the subject property will have a full array of municipal services, including central water. These changed conditions warrant 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 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 contains no apparent natural resources and is not connected to significant open space.

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 site is contiguous to the City limits. The annexation would create a logical development pattern as it extends the City limits to a more natural boundary in this 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 GC land use will provide for orderly growth and development. This designation would advance the public interest by potentially providing additional commercial options, and the application of the LDRs to future development will ensure consistency with the community character and lifestyle of the city.

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.

Analysis of Design District Request (Ordinance Number 26-08):

Form-Based Code:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect

1. Standards for Review:

The Land Development Regulations include the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a. Section 102-17(a) "...Section 109-3 Design Districts:

identifies the definition, structure, and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Corridor). The Suburban development pattern and intent, and the Suburban Corridor definition, structure and form description are stated below. The assignment of a Suburban Corridor design district designation is appropriate due to the established and proposed development patterns in the area.

b. Sec. 109-3.4. Suburban development pattern intent statements:

Intent. Suburban development pattern...relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards

on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Each land use provides for pedestrian and bicycle connections.

Design districts – Suburban center.

- a. *Definition. Mix of commercial, office, and potentially multifamily residential uses.*
- b. *Structure. Development blocks organized with streets, pedestrian walkways and driveways.*
- c. *Form. Mix of nonresidential uses from office to commercial with supportive uses adjacent to larger use types.*

A Suburban Corridor designation follows the district pattern and intent outlined in the Land Development Regulations and is consistent with the existing transect in the area.

c. Section 102-17(a)

The following guidelines must be followed when proposing the reassignment of design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed. A Eustis design district designation must be assigned to annexed property. The proposed design district is compatible with the surrounding design districts.

d. Consistent with Comprehensive Plan:

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Comprehensive Plan.

e. Consistent with Surrounding Uses:

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Corridor definition, structure and form are compatible with the existing uses and any proposed uses permitted under the General Commercial and Suburban Residential future land use designations in the area.

f. Changed Conditions:

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation, and a design district assignment is necessary. The conditions have changed from land

located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

g. Public Facilities.

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting is not proposed. Assigning a design district to an annexation property will not change the demand impact on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also, see the analysis of public facilities in the above sections of this report.

h. Impact on Environment:

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcel. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity, and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.

i. Property Values:

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting is not being proposed. A City of Eustis design district designation must be assigned to the annexed property. This request should not affect property values because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

j. Orderly Development Pattern:

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The request is the assignment of a design district to an annexation parcel, not redistricting. However, the proposed Design District designation is consistent with the suburban development pattern identified in Section 109-5.5 of the Land Development Regulations. Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

k. Public Interest and Intent of Regulations:

Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The request is the assignment of a design district to an annexation parcel, not redistricting. The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

l. Other Matters:

Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is the assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land use, densities, intensities, or required open space. The districts, therefore, must be consistent and follow the urban, suburban, and rural transects. This request assigns a Suburban Corridor design district designation to an annexation parcel, which is consistent with the existing transect.

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	26-06
Ordinance Subject	Annexation A-2026-0004
Legal Advertising Date	February 9, 2026
First Reading On	2/19/2026
Second Reading On	3/5/2026

Ordinance Title

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA,
VOLUNTARILY ANNEXING APPROXIMATELY 10 ACRES OF REAL PROPERTY
AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBERS
1040141, LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY
ROAD 44 AND COUNTY ROAD 44A.**

Based on the City's review of the proposed ordinance (must select one of the following):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 2026-07

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 Chapter 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 10 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A and more particularly described herein; and

WHEREAS, on February 19, 2026, the Local Planning Agency held a Public Hearing to consider the adoption of a Small-Scale Future Land Use Amendment for this change in designation; and

WHEREAS, on February 19, 2026, the City Commission held the 1st 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 March 5, 2026, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small Scale Future Land Use Amendment contained herein;

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 General Commercial (GC) within the City of Eustis:

Parcel Alternate Key: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description:

A portion of Lots 5, 6, and 7, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 1 1 5.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00' 1 3'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has not been verified for accuracy)

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: That 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 Commission enters a final order determining this adopted amendment to be in compliance. 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 5th day of March 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 5th day of March 2026, by Emily A. Lee, 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 the use and reliance of the Eustis City Commission, but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office

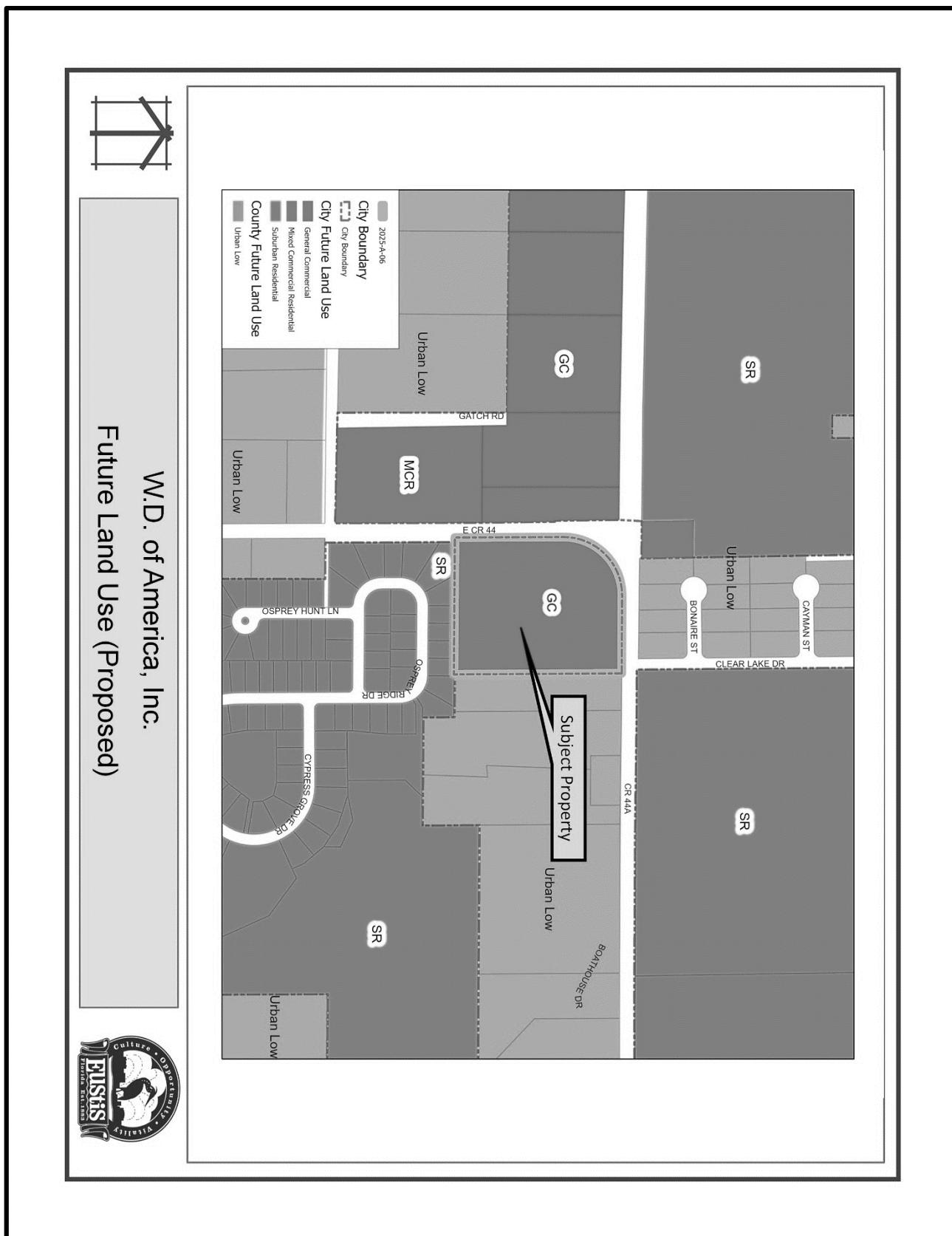
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 26-07 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

Exhibit A



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	26-07
Ordinance Subject	Future Land Use Map Amendment A-2026-0004
Legal Advertising Date	February 9, 2026
First Reading On	2/19/2026
Second Reading On	3/5/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 2026-08

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR
DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10 ACRES OF
RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY
NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF
THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.**

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 Suburban Corridor to approximately 10 acres of recently annexed real property further described below, and

WHEREAS, on **February 19, 2026**, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on **March 5, 2026**, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

**NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY
ORDAINS:**

Section 1. Design District Designation

That the Design District Designation of the real property described below and shown on Exhibit A shall be Suburban Corridor:

Parcel Alternate Key: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description:

A portion of Lots 5, 6, and 7, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00' 1 3'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52

feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has 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 26-06.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 5th day of March 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 5th day of March 2026, by Emily A. Lee, 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 the use and reliance of the Eustis City Commission, but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office

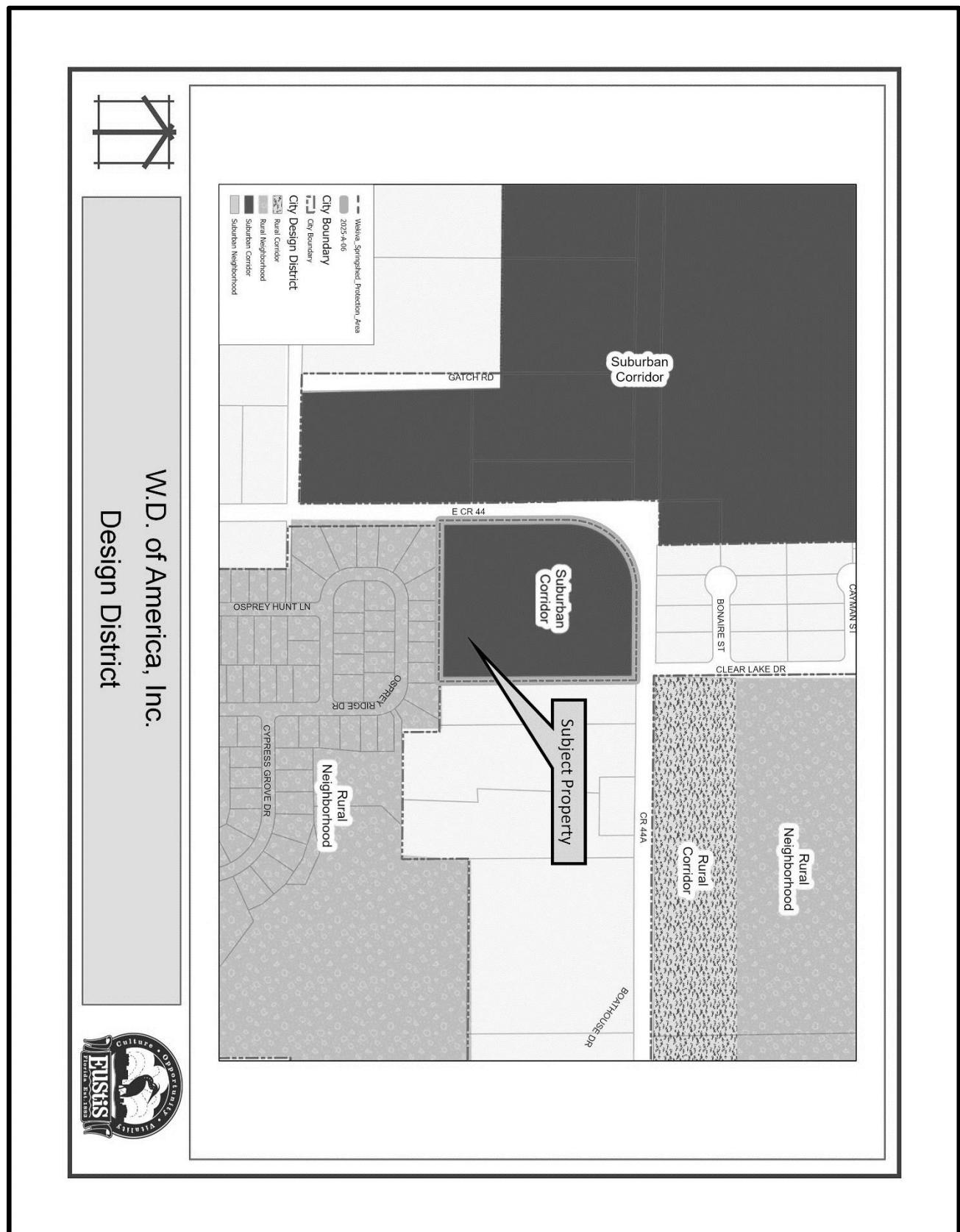
Date**CERTIFICATE OF POSTING**

The foregoing Ordinance Number 26-08 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

Date

Exhibit A



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	26-08
Ordinance Subject	Design District Map Amendment A-2026-0004
Legal Advertising Date	February 9, 2026
First Reading On	2/19/2026
Second Reading On	3/5/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.





City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: **Explanation of Ordinances Numbers 26-09, 26-10, and 26-11 for Annexation of Parcels with Alternate Key Number 3959037**

Ordinance Number 26-09 – Voluntary Annexation

Ordinance Number 26-10 – Comprehensive Plan Amendment

Ordinance Number 26-11 – Design District Assignment

FIRST READING

Ordinance Number 26-09: Voluntary Annexation of Parcels with Alternate Key Number 3959037

Introduction:

Ordinance Number 26-09 provides for the voluntary annexation of approximately 2.8 acres located on the east side of the intersection of County Road 44 and County Road 44A, Alternate Key Number 3959037. Provided the annexation of the subject property is approved, Ordinance Number 26-10 would change the Future Land Use designation from Urban Low in Lake County to Mixed Commercial Industrial (MCI) in the City of Eustis, and Ordinance Number 26-11 would assign the subject property a Design District designation of Suburban Corridor. If Ordinance Number 26-09 is denied, then there can be no consideration of Ordinance Numbers 26-10 and 26-11.

Background:

1. The site contains approximately 2.8 acres and is located within the Eustis Joint Planning Area. The site is currently Residential and agricultural/silvicultural (Planted Pines)
2. The subject property is contiguous to the current City of Eustis boundary on the south and west property lines.
3. The site has a Lake County Future Land Use Designation of Urban Low, but approval of Ordinance Number 26-10 would change the land use designation to Mixed Commercial Industrial (MCI) in the City of Eustis.
4. The West Side of the CR 44A/CR 44 intersection is already City of Eustis General Commercial (GC) and Mixed Commercial Residential (MCR).

Location	Existing Use	Future Land Use	Design District
Site	Vacant/Planted Pines	Urban Low (Lake County)	N/A
North	Single-Family Residential	Urban Low (Lake County)	N/A
South	Single-Family Residential	Suburban Residential (SR)	Rural Neighborhood
East	Single-Family Residential	Urban Low (Lake County)	Suburban Corridor

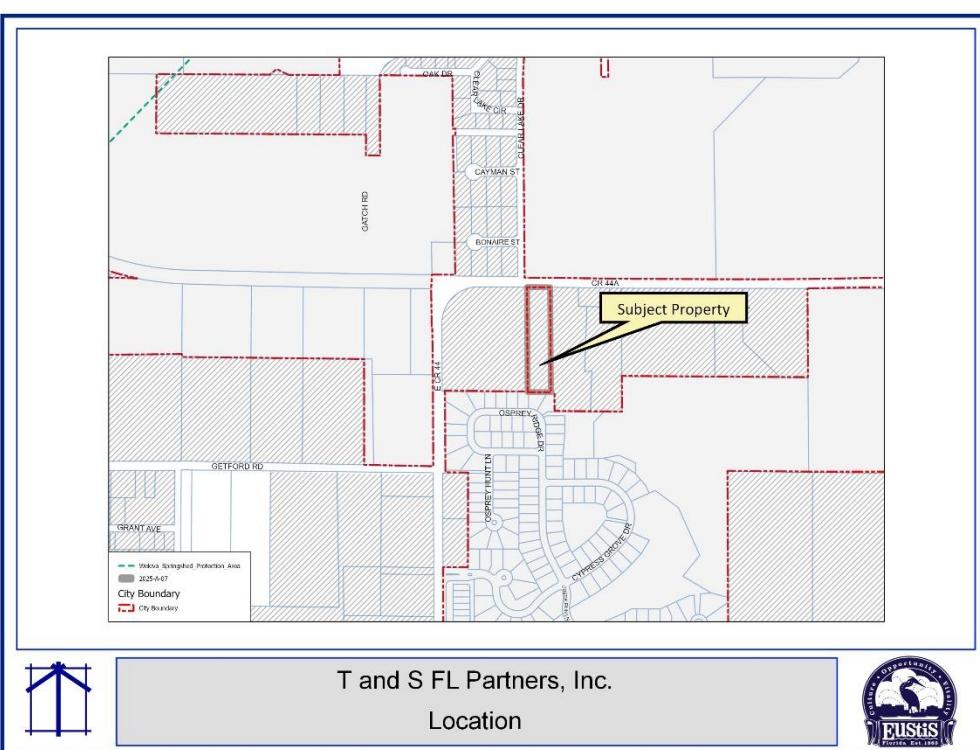
West

Vacant/Planted Pines

Urban Low (Lake County)

N/A

Item 7.13



Applicant's Request

The applicant and property owner wish to annex the property, change the future land use to Mixed Commercial Industrial (MCI), and assign a design district of Suburban Corridor. The

applicant's application did not detail the intended use of the property beyond future commercial or industrial development.

The current Lake County land use designation for the subject property is Urban Low. The Lake County land use designation allows for residential uses of up to four (4) dwelling units per one (1) net buildable acre and 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.

The proposed Mixed Commercial Industrial (MCI) land use designation within the City of Eustis provides for future commercial or industrial uses.

A. Analysis of Annexation Request (Ordinance Number 26-09)

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 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. 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 define the reasonably compact area where the City can provide services effectively and efficiently. The subject property lies within that planning area. It is contiguous to the City limits on the southern and western boundary, and the owner has petitioned 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 published notice of this annexation in the Daily Commercial in accordance with the requirements on February 9, 2026, and again on February 16, 2026.

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."

Annexation of the subject property does not create an enclave.

5. Florida Statutes Voluntary Annexation - Chapter 171.044(6):

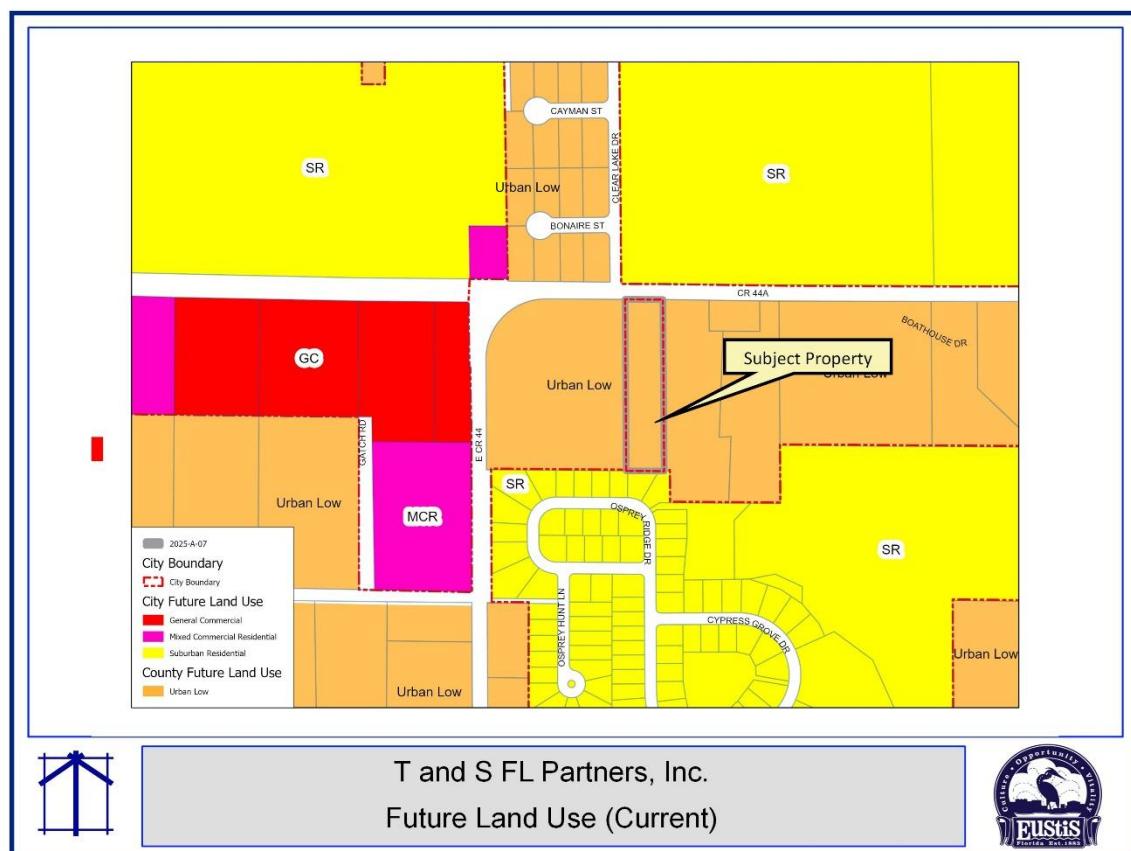
"Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located..."

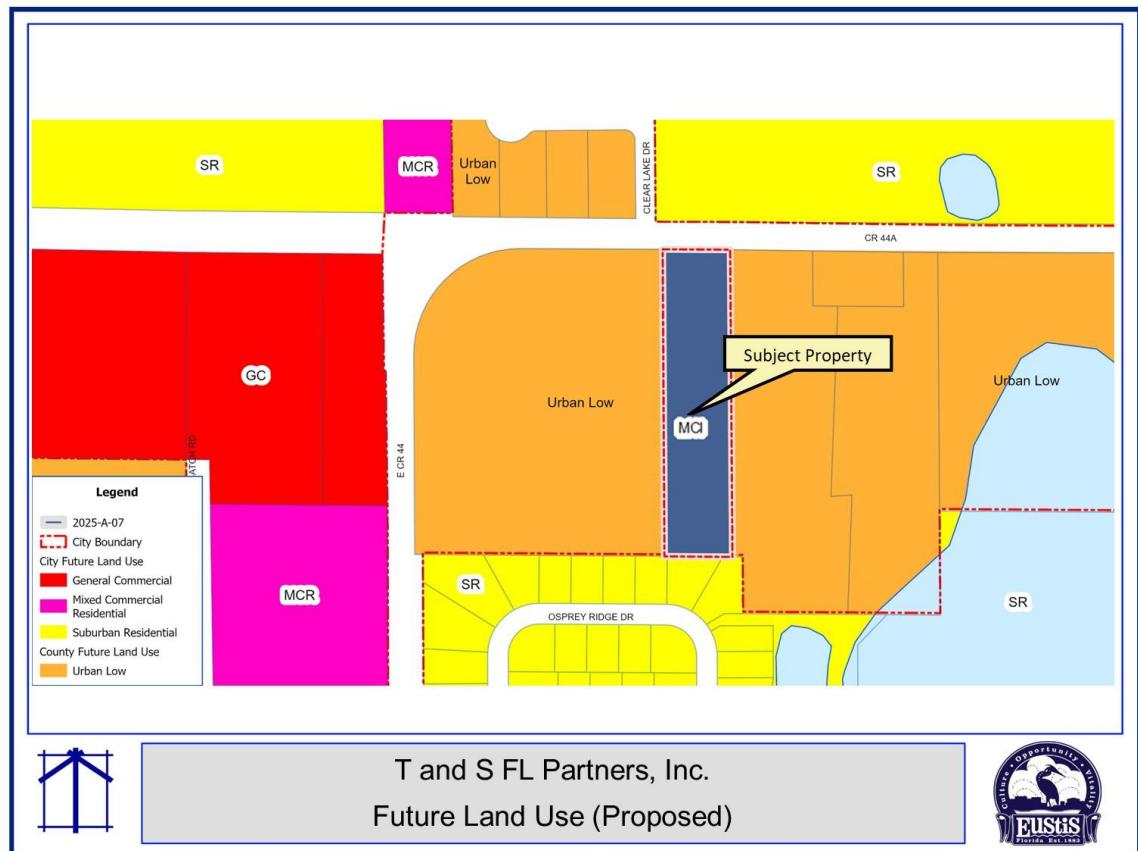
B. Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 26-10)

In Accordance with Florida Statutes Chapter 163.3177.9, to discourage urban sprawl, the Florida Statutes outlines the Primary Indicators of Sprawl. Staff has reviewed these indicators and finds that the proposed annexation and assignment of Future Land Use does not contradict the intent of the primary indicators of sprawl as outlined. The outline and summary of these indicators are included in the supplement to this report.

C. Per the City of Eustis Comprehensive Plan, Future Land Use Element Appendix

Staff has assessed the proposed amendment to the City of Eustis Comprehensive Plan Future Land Use Map relating to the development patterns described and supported within the Plan, including conditions and impacts to utility infrastructure, transportation infrastructure, natural features, and the environment. Staff review finds that the proposed assignment of the General Commercial (GC) future land use district will not result in impacts that will cause detriment beyond current patterns. The outline and summary of this analysis are included as a supplement to this report.





D. Analysis of Design District Request (Ordinance Number 26-11):

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban, or rural transect consistent with the surrounding area.

The City's Land Development Regulations set forth standards for review when changing or in the case of annexation, assigning a Design District. Staff has reviewed these standards and finds the proposed Suburban Corridor Design District consistent with those standards. The outline and summary of this analysis are included as a supplement to this report.



Recommended Action:

Development Services finds the proposed annexation, Future Land Use, and Design District designations consistent with the Comprehensive Plan, Land Development Regulations, and surrounding and adjacent land uses; therefore, it recommends approval of Ordinance Numbers 26-09, 26-10, and 26-11.

Policy Implications:

None

Alternatives:

1. Approve Ordinance Numbers 26-09 (Annexation), 26-10 (Comp. Plan Amendment), and/or 26-11 (Design District Designation).
2. Deny Ordinance Numbers 26-09, 26-10, and 26-11.

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.

Business Impact Estimate:

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinances: Section 166.041(4)(c) enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

Prepared By:

Kyle Wilkes, AICP, Senior Planner, Development Services

Reviewed By:

Jeff Richardson, AICP, Deputy Director, Development Services

Mike Lane, AICP, Development Services Director

Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 2026-09

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 2.8 ACRES OF
REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S
ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE
EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY
ROAD 44A.**

WHEREAS, Denton Cairnes & Travis Sawchuk have made an application for voluntary annexation, on behalf of T and S FL Partners, Inc. the property owner, for approximately 2.8 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A, more particularly described as:

Parcel Alternate Key: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 1 1 5.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45'01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the

Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902.10 Square Feet or 2.80 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has not been verified for accuracy)

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 and sewer service is available to the property; and

WHEREAS, on February 19, 2026, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on March 5, 2026, the City Commission held the 2nd 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 2.8 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 passage.

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 5th day of March 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 5th day of March 2026, by Emily A. Lee, 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 for form and legal content for the use and reliance of the Eustis City Commission; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office

Date

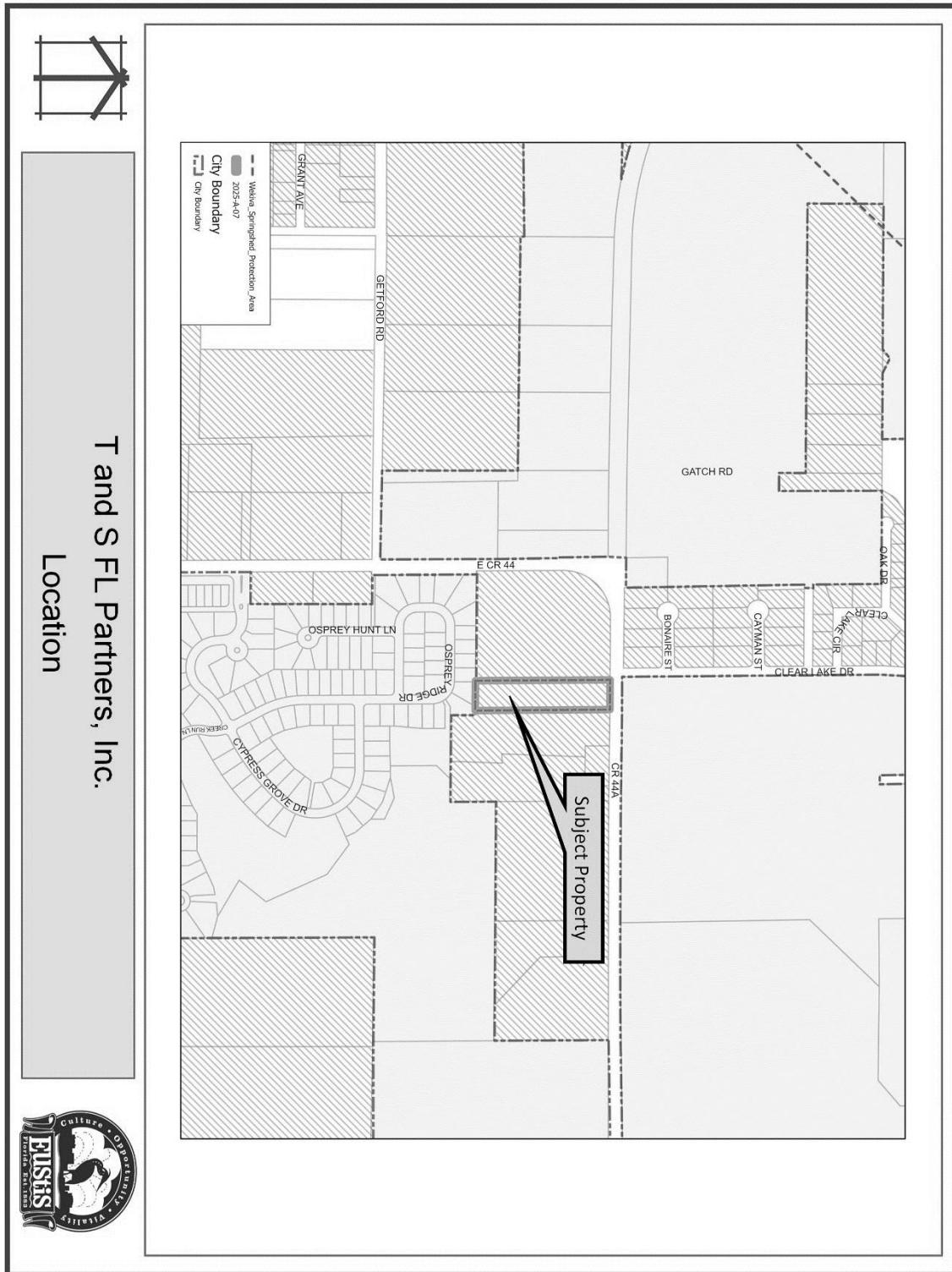
CERTIFICATE OF POSTING

The foregoing Ordinance Number 26-09 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

Date

EXHIBIT A



Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 26-10)

In Accordance with Florida Statutes Chapter 163.3177.9.:

Discourage Urban Sprawl: Primary Indicators of Sprawl:

The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

Review of Indicators

1. Low Intensity Development:

Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The requested future land use will provide mixed commercial and industrial uses just off of a major intersection.

2. Urban Development in Rural Areas:

Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The area is a significant intersection in an urbanizing/suburbanizing area.

3. Strip or Isolated Development:

Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The site is within an urbanizing corridor with commercial and industrial land uses designated to the west and residential development to the south.

4. Natural Resources Protection:

Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

This indicator does not apply. The subject property is a tree farm (silviculture) and is currently planted with pine and mixed natural deciduous trees.

5. Agricultural Area Protection:

Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This property does support active agricultural or silvicultural activities (tree farm/planted pine). However, the property is within an existing developed and further developing area, with similar land uses assigned.

6. Public Facilities:

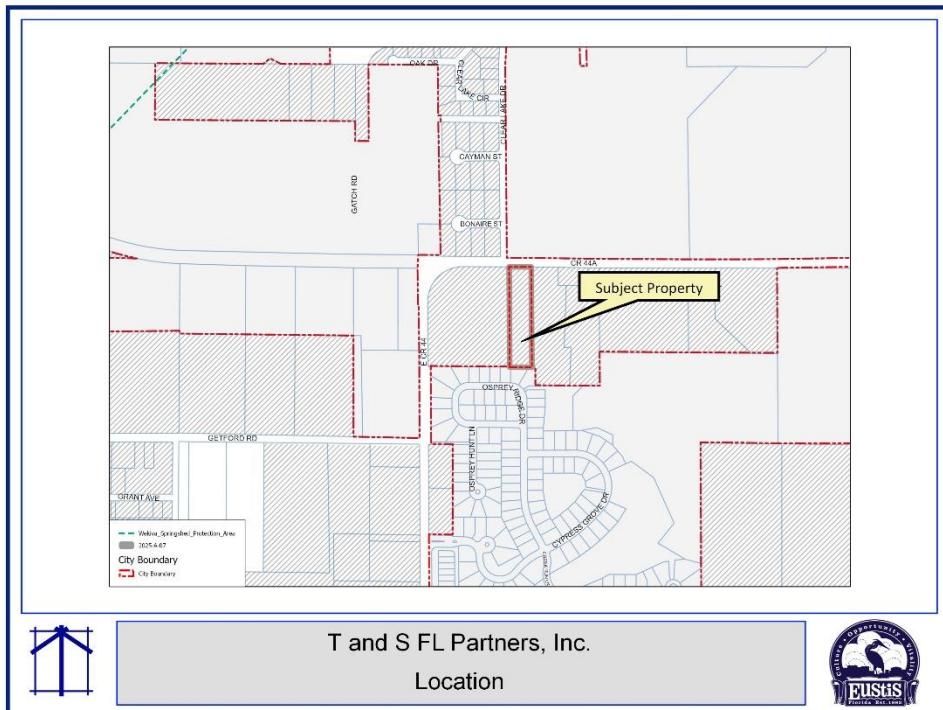
Fails to maximize use of existing public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of the City's 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:

Allows for land use patterns or timing that disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing and future development consistent with the requested MCI future land use designation. The City provides these services to other properties in the area, so efficiency will improve.



8. Separation of Urban and Rural:

Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. No other nearby properties contain active agricultural activities or uses. The surrounding area is developed or has development entitlements attached to the land. These developments have densities and intensities that are clearly suburban uses.

9. Infill and Redevelopment:

Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. This property is a logical extension of development for the city.

10. Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator does not apply. The site is surrounded by single-family development on the adjacent properties, which is consistent with permitted uses in the area. A variety of other uses are evident, including various commercial, industrial, and residential uses, within 1 mile of the subject property.

11. Accessibility among Uses:

Results in poor accessibility among linked or related land uses.

This indicator does not apply. The Land Development Regulations include provisions to provide adequate accessibility and linkages between related uses. Development Services will ensure compliance with these standards at the time of development review.

12. Open Space:

Results in the loss of significant amounts of functional open space.

This indicator does not apply. The site does not contain functional open space and is not connected to regionally significant open space.

13. Urban Sprawl:

The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

a. 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 existing urban/suburban development patterns and is a logical extension of the urban development boundary. The Comprehensive Plan and Land Development Regulations have provisions to protect natural resources and ecosystems at time of site plan approval.

b. Efficient and Cost-Effective Services:

Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

Water and sewer service are available.

c. Walkable and Connected Communities:

Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

At the time of development, the site must meet the City's Land Development Regulations relating to connection and sidewalks. County Roads 44 and 44A are not City infrastructure and do not currently have a sidewalk system. Interconnectivity to existing and future uses will be a challenge.

d. Water and Energy Conservation:

Promotes the conservation of water and energy.

The development of the site must meet City development and Florida Building Code standards, which will require energy and water-efficient appliances.

e. Agricultural Preservation:

Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable. The site is within an existing developed/developing area.

f. Open Space:

Preserves open space and natural lands and provides for public open space and recreation needs.

This is not applicable. The site does not provide functional open space or natural areas.

g. Balance of Land Uses:

Creates a balance of land uses based upon the demands of the residential population for the nonresidential needs of an area.

The proposed land use would allow for additional commercial opportunities to serve existing residential development and capture market for through-commuters.

h. Urban Form Densities and Intensities:

Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. [163.3164](#).

Not applicable.

In Accordance with the Comprehensive Plan Future Land Use Element Appendix:

All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

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:

Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

a. Emergency Services Analysis:

Eustis emergency services already provide emergency response to other properties in the area. Any development consistent with the MCI future land use designation would not have a significant negative impact on the operations of Eustis emergency services.

b. Parks & Recreation:

In 2010, the City prepared a Park Inventory and Level of Service Demand and Capacity analysis as part of the Comprehensive Plan Evaluation and Appraisal Report. The results show that a surplus of park area exists up to and beyond the City's population of 20,015. The current population is 24,500. Pursuant to Comprehensive Plan policy and Land Development Regulation, residential development will be required to provide on-site park amenities.

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. At the time of development, application verification of capacity will be required from Lake County Schools.

e. Solid Waste:

The City contracts with Waste Management for the hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in the delivery of services.

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:

This potential added Commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed MCI land use district. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. 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 policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to

evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically, each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

a. Groundwater recharge areas:

The site may be within a high 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.

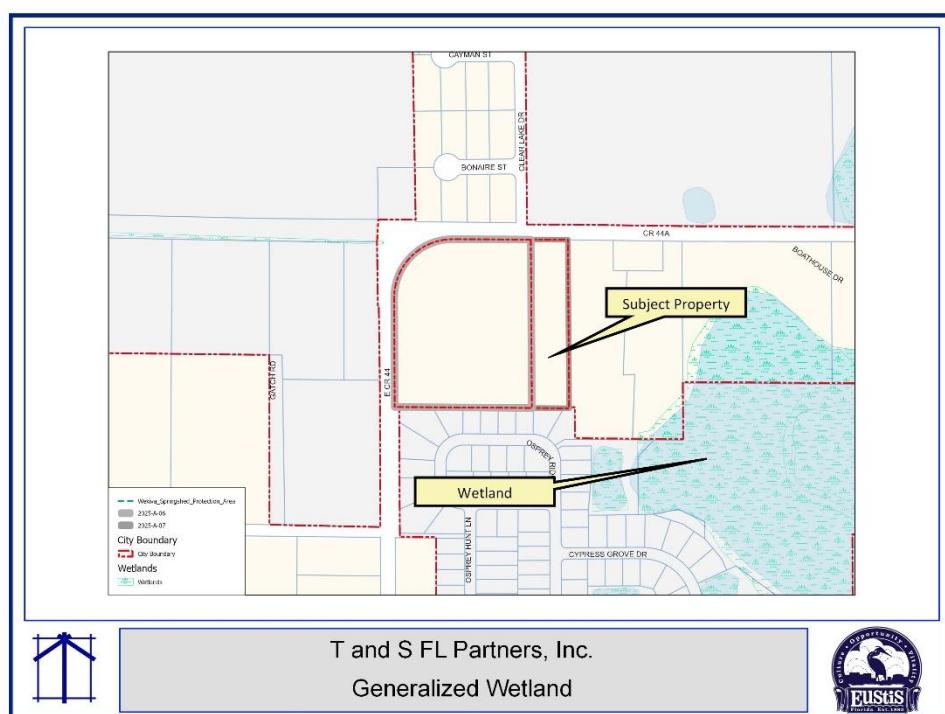
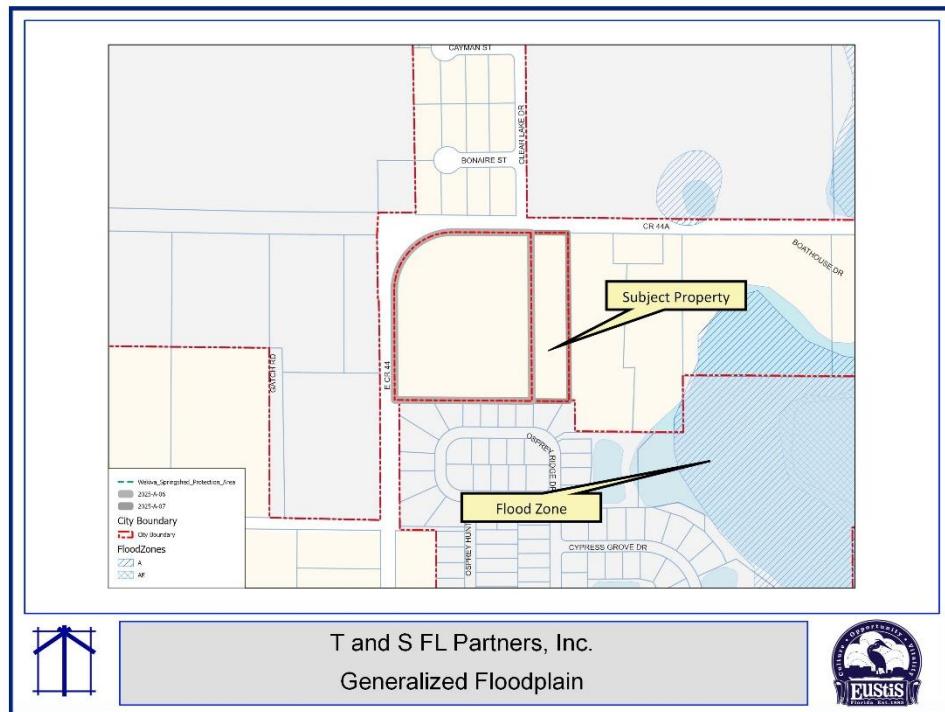


b. Historical or archaeological sites:

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:

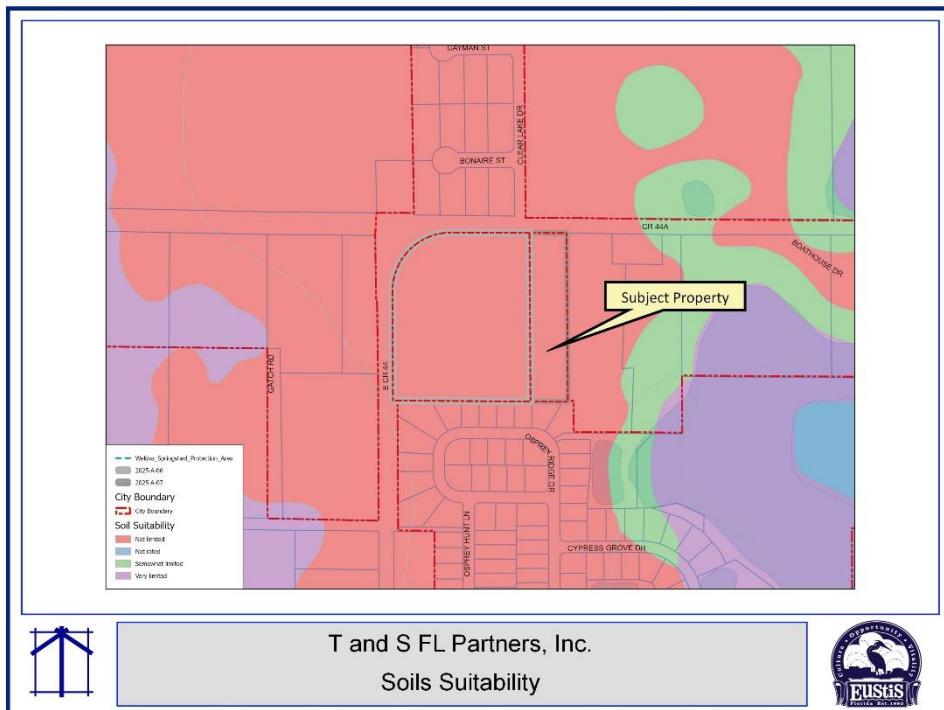
The subject property is not impacted by a 100-year flood zone area. Source - Lake County GIS - 2012 Flood Zones. Development of the property poses no wetland impacts, as no wetlands exist on the property.



d. Soil and topography:

The soils appear to pose no limitations for development. At the development application stage, soils and geotechnical reports will be required as part of the application packages, as well as, for permitting for development with the applicable state agencies.

As site plan and building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.



3. 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:

Policy I-1.3.2 Urban Low Density Future Land Use Category

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 institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.

TYPICAL USES INCLUDE:

- Residential;
- Nursing and personal care facilities; • Civic uses;
- Residential professional offices;
- Passive parks;
- Religious organizations;
- Day care services;
- Schools;
- Commerce uses, including: services, retail trade, finance, insurance and real estate as allowed pursuant to Policy I-1.3.10 Commercial Activities within the Urban Future Land Use Series (*... Lake County shall allocate sufficient land area to accommodate commercial activities that provide goods and services, with consideration to economic benefits and environmental impacts to the County. For the purposes of this Objective, the term —Commercial shall include commercial, retail, office, limited light industrial uses, and other uses commonly associated with these activities. The location and distribution of commercial land uses within Lake County shall be guided by information contained in the Data Inventory and Analysis for the Future Land Use and Economic Elements. The policies below shall apply to commercial development within the Urban Future Land Use Series.*); and
- Public order and safety.

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 and related commercial and industrial facilities in select high profile locations and in well planned environments.

General Range of Uses: Mixed Commercial Industrial may include a variety of free-standing retail and service uses and small strip centers including automotive-oriented uses such as service stations and auto sales as well as outdoor recreation, and schools. Public and utility services and facilities that are 5 acres or less in size are also permitted.

Light industry includes warehousing and wholesale distribution, provided that truck access bays and loading operations are effectively screened from view where necessary, truck traffic does not impact local streets, and hours of operation are compatible with adjacent land uses. Light industry also includes those manufacturing, distribution, and associated activities which do not create any noise, glare, vibration, odor, or waste products which would adversely impact adjacent properties or municipal utility systems, based on performance standards established in the LDRs.

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:

No more than 20% 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 all commercially or all industrially, 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 and 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 (GC) areas; and

- b. Signage and lighting are limited to maintain the generally semi-rural or high-profile image character of these designated areas.
- c. Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

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, and other Lake County Comprehensive Plan policies would allow for some commercial, while the City of Eustis MCI (Mixed Commercial Industrial) would allow for a greater variety of commercial uses while limiting residential options.

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.

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 proposed future land use does not allow for industrial-type uses that may be incompatible with existing residential uses. Through the site development process, each project is evaluated, and the appropriate land development regulations are applied to mitigate potential incompatibility.

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 added commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed MCI land use. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. 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. 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 of the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan.

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 not in conflict with the Land Development Regulations. At the time of development, there will be further review for compliance.

c. Inconsistent with Surrounding Uses:

Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

City commercial future land use has been designated for the west side of the CR 44/44A intersection. The Mixed Commercial Industrial FLU would not be inconsistent for the area.

d. Changed Conditions:

Whether there have been changed conditions that justify an amendment.

The applicant wishes to annex the property into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. Upon annexation, the subject property will have a full array of municipal services, including central water. These changed conditions warrant 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 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 contains no apparent natural resources and is not connected to significant open space.

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 site is contiguous to the City limits. The annexation would create a logical development pattern as it extends the City limits to a more natural boundary in this 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 will provide for orderly growth and development. This designation would advance the public interest by potentially providing additional commercial and industrial/flex space options, and the application of the LDRs to future development will ensure consistency with the community character and lifestyle of the city.

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.

Analysis of Design District Request (Ordinance Number 26-11):

Form-Based Code:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect

1. Standards for Review:

The Land Development Regulations include the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a. Section 102-17(a) "...Section 109-3 Design Districts:

identifies the definition, structure, and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Corridor). The Suburban development pattern and intent, and the Suburban Corridor definition, structure and form description are stated below. The assignment of a Suburban Corridor design district designation is appropriate due to the established and proposed development patterns in the area.

b. Sec. 109-3.4. Suburban development pattern intent statements:

Intent. Suburban development pattern...relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Each land use provides for pedestrian and bicycle connections.

Design districts – Suburban center.

- a. *Definition. Mix of commercial, office, and potentially multifamily residential uses.*
- b. *Structure. Development blocks organized with streets, pedestrian walkways and driveways.*
- c. *Form. Mix of nonresidential uses from office to commercial with supportive uses adjacent to larger use types.*

A Suburban Corridor designation follows the district pattern and intent outlined in the Land Development Regulations and is consistent with the existing transect in the area.

c. Section 102-17(a)

The following guidelines must be followed when proposing the reassignment of design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed. A Eustis design district designation must be assigned to annexed property. The proposed design district is compatible with the surrounding design districts.

d. Consistent with Comprehensive Plan:

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Comprehensive Plan.

e. Consistent with Surrounding Uses:

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Corridor definition, structure and form are compatible with the existing uses and any proposed uses permitted under the Mixed Commercial Industrial future land use designations in the area.

f. Changed Conditions:

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation, and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

g. Public Facilities.

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting is not proposed. Assigning a design district to an annexation property will not change the demand impact on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also, see the analysis of public facilities in the above sections of this report.

h. Impact on Environment:

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcel. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity, and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.

i. Property Values:

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting is not being proposed. A City of Eustis design district designation must be assigned to the annexed property. This request should not affect property values because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

j. Orderly Development Pattern:

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The request is the assignment of a design district to an annexation parcel, not redistricting. However, the proposed Design District designation is consistent with the suburban development pattern identified in Section 109-5.5 of the Land Development Regulations. Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

k. Public Interest and Intent of Regulations:

Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The request is the assignment of a design district to an annexation parcel, not redistricting. The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

l. Other Matters:

Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is the assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land use, densities, intensities, or required open space. The districts, therefore, must be consistent and follow the urban, suburban, and rural transects. This request assigns a Suburban Corridor design district designation to an annexation parcel, which is consistent with the existing transect.

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	26-09
Ordinance Subject	Annexation A-2026-0005
Legal Advertising Date	February 9, 2026
First Reading On	2/19/2026
Second Reading On	3/5/2026

Ordinance Title

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA,
VOLUNTARILY ANNEXING APPROXIMATELY 2.8 ACRES OF REAL PROPERTY
AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBER
3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF
COUNTY ROAD 44 AND COUNTY ROAD 44A.**

Based on the City's review of the proposed ordinance (must select one of the following):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 2026-10

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 2.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

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 Chapter 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 2.8 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A and more particularly described herein; and

WHEREAS, on February 19, 2026, the Local Planning Agency held a Public Hearing to consider the adoption of a Small-Scale Future Land Use Amendment for this change in designation; and

WHEREAS, on February 19, 2026, the City Commission held the 1st 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 March 5, 2026, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small Scale Future Land Use Amendment contained herein;

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 Key: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902.10 Square Feet or 2.80 Acres, more or less.

(THE FOREGOING LEGAL DESCRIPTION WAS COPIED FROM THE APPLICANT'S SUBMITTED SURVEY AND HAS NOT BEEN VERIFIED FOR ACCURACY)

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: That the effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Commerce 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 Commerce or the Administration Commission enters a final order determining this adopted amendment to be in compliance. 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 Commerce.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 5th day of March 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 5th day of March 2026, by Emily A. Lee, 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 the use and reliance of the Eustis City Commission, but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office

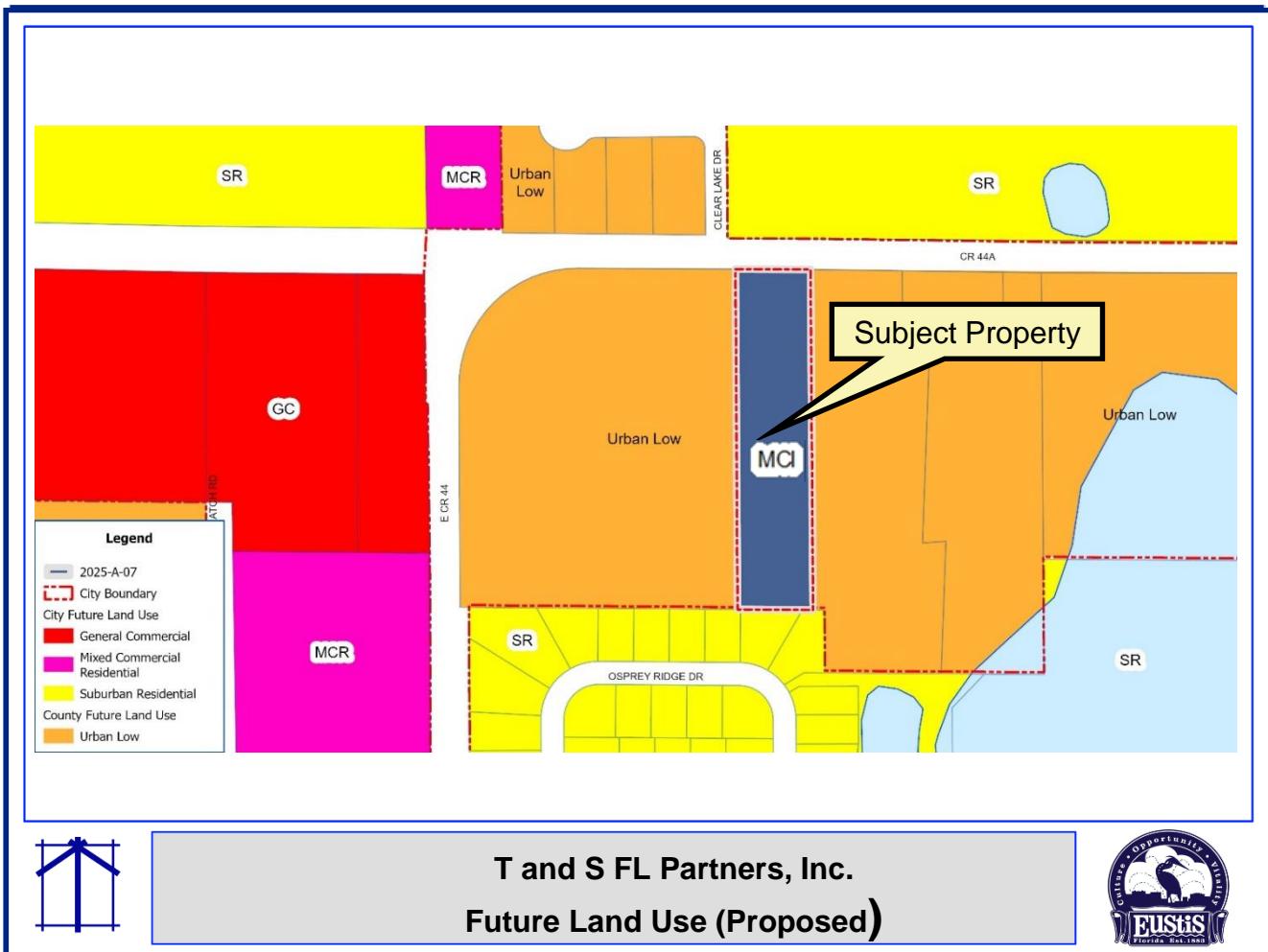
Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 26-10 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

Exhibit A



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	26-10
Ordinance Subject	Future Land Use Map Amendment A-2026-0005
Legal Advertising Date	February 9, 2026
First Reading On	2/19/2026
Second Reading On	3/5/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 2.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 26-11

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR
DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 2.8 ACRES
OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY
NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF
THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.**

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 Suburban Corridor to approximately 2.8 acres of recently annexed real property further described below, and

WHEREAS, on February 19, 2026, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on March 5, 2026, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

**NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY
ORDAINS:**

Section 1. Design District Designation

That the Design District Designation of the real property described below and shown on Exhibit A shall be Suburban Corridor:

Parcel Alternate Key: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45'01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end

of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902.10 Square Feet or 2.80 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has 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 26-09.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 5th day of March 2026.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Emily A. Lee
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 5th day of March 2026, by Emily A. Lee, 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 the use and reliance of the Eustis City Commission, but I have not performed an independent title examination as to the accuracy of the legal description.

City Attorney's Office

Date

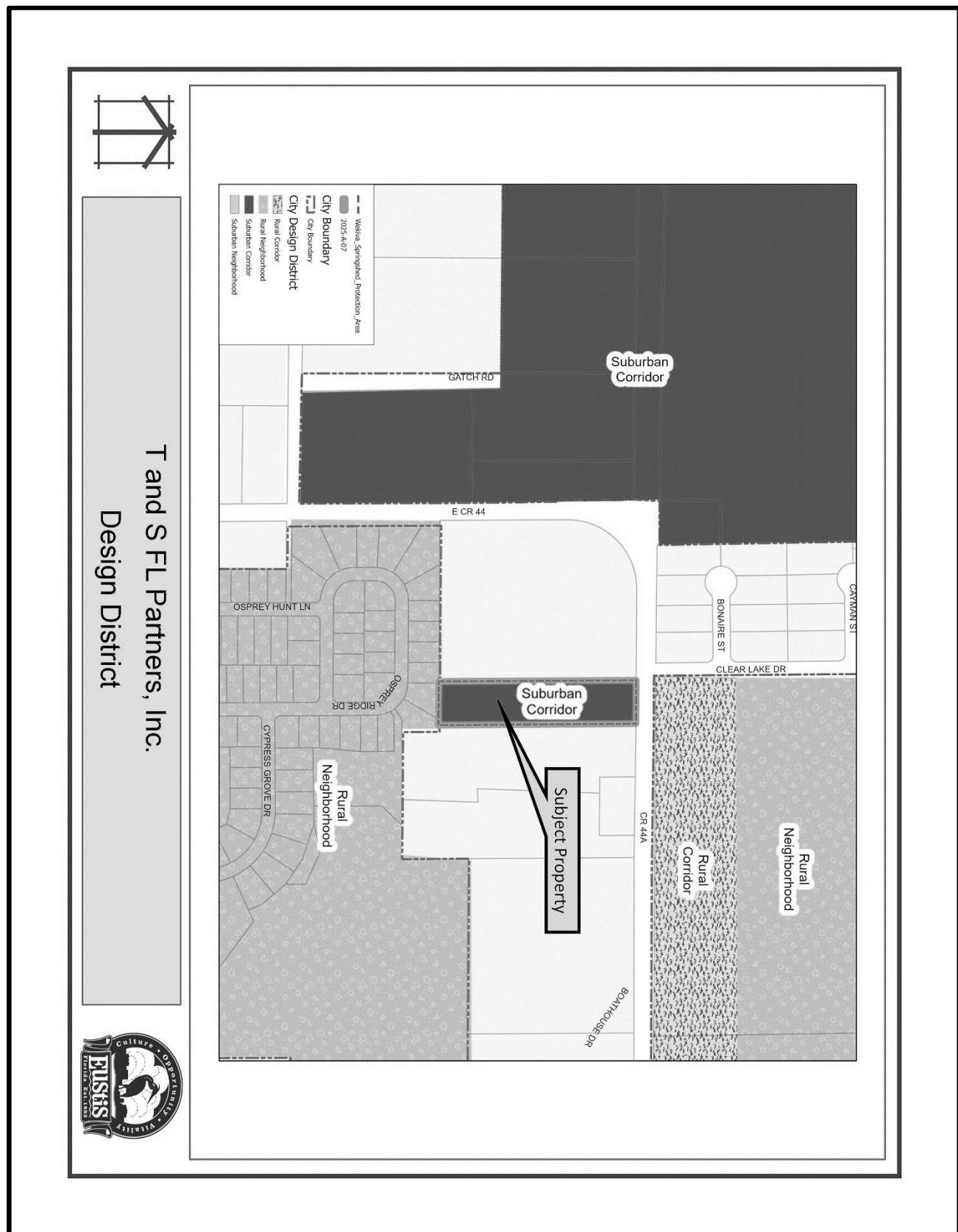
CERTIFICATE OF POSTING

The foregoing Ordinance Number 26-11 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

Date

Exhibit A



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	26-11
Ordinance Subject	Design District Map Amendment A-2026-0005
Legal Advertising Date	February 9, 2026
First Reading On	2/19/2026
Second Reading On	3/5/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 2.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
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- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.





City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: February 19, 2026

RE: Discussion on Buildable Lots

Introduction:

The City Attorney will present the proposed framework for the disposal of buildable City-owned lots and RFP for a home building program.

Prepared By:

Miranda Burrowes, Deputy City Manager