



AGENDA

City Commission Meeting

6:30 PM – Thursday, August 17, 2023 – City Hall

INVOCATION: MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE: COMMISSIONER EMILY LEE

CALL TO ORDER

ACKNOWLEDGE OF QUORUM AND PROPER NOTICE

1. APPROVAL OF MINUTES

1.1 Approval of Minutes

June 29, 2023 City Commission Workshop
August 3, 2023 City Commission Meeting
August 8, 2023 City Commission Workshop

2. AGENDA UPDATE

3. PRESENTATIONS

3.1 Recognition of Students Honoring the Tomb of the Unknown Soldier

4. AUDIENCE TO BE HEARD

5. CONSENT AGENDA

5.1 Resolution Number 23-69: Railroad Reimbursement Agreement for Crossing Control Devices at W. Stevens Avenue

5.2 Resolution Number 23-70: Railroad Reimbursement Agreement for Crossing Control Devices at W. Atwater Avenue

5.3 Resolution Number 23-71: Approving a Purchase in Excess of \$50,000 for Two Water Department Replacement Vehicles

5.4 Resolution Number 23-72: Approval of Purchase in Excess of \$50,000 for Change Order #4 of Construction of the Eastern WWTP Pond Liner Replacement.

5.5 Resolution Number 23-73: Award of Construction Administration Services for the Coolidge Street Utility Improvements Project

5.6 Resolution Number 23-74: Utility Liens

6. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

6.1 Resolution Number 23-54: Preliminary Subdivision Plat for Hidden Cove 43-Lot Subdivision on Lakeview Avenue (Alternate Key Number 1216044)

6.2 **SECOND READING**

Ordinance Number 23-18

Ordinance Numbers 23-18, 23-19, and 23-20: EXPLANATION OF ORDINANCES FOR ANNEXATION OF PARCELS with ALTERNATE KEYS 2666820, 3384297, 3884298, 3884439, AND 3884441

Ordinance Number 23-18 – Voluntary Annexation
Ordinance Number 23-19 – Comprehensive Plan Amendment
Ordinance Number 23-20 – Design District Assignment

6.3 SECOND READING

Ordinance Number 23-19: Comprehensive Plan Amendment

6.4 SECOND READING

Ordinance Number 23-20: Design District

6.5 SECOND READING

Ordinance Number 23-21: Conditional Use Permit For a School in the Central Business District (CBD) Future Land Use District Located at 50 W. Orange Avenue

6.6 FIRST READING

Ordinance Number 23-22: Conditional Use Permit for an Accessory Dwelling Unit at 34534 Estes Road

7. OTHER BUSINESS

8. FUTURE AGENDA ITEMS

9. 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.

“Any invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission and the public. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission, and the Commission is not allowed by law to endorse the religious beliefs or views of this, or any other speaker.”



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Christine Halloran, City Clerk

DATE: August 17, 2023

RE: Approval of Minutes

Introduction:

This item is for consideration of the minutes of the June 29, 2023 City Commission Workshop, August 3, 2023 City Commission Meeting and August 8, 2023 City Commission Meeting.

Recommended Action:

Approval of the minutes as submitted.

Prepared By:

Mary Montez, Deputy City Clerk

Reviewed By:

Christine Halloran, City Clerk



MINUTES

City Commission Budget Workshop

5:30 PM – Thursday, June 29, 2023 – City Hall

CALL TO ORDER: 5:38 P.M.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

PRESENT: Commissioner Gary Ashcraft, Commissioner Nan Cobb, Commissioner Willie Hawkins, Vice Mayor Emily Lee and Mayor Michael Holland

1. WORKSHOP ITEM WITH DISCUSSION, PUBLIC INPUT AND DIRECTION

1.1 Budget Overview

Tom Carrino, City Manager, introduced Mike Sheppard, Finance Director, who presented a broad overview of the draft budget. Mr. Sheppard reviewed revenues for the remainder of the current fiscal year and estimated revenues for the following year.

Mr. Carrino noted the early estimates from the Property Appraiser's Office are conservative based on comments by the Property Appraiser at a recent League of Cities meeting.

The Commission asked if more is being projected for the Sales Tax Fund following Covid with Mr. Sheppard indicating it appears to be more normal. He confirmed that, currently, the City is spending more than anticipated revenues. He explained that the balance in the Sales Tax Fund is meant to be spent. He stated they are not overspending that fund since there are monies in reserve.

Mr. Carrino explained the City collects sales tax revenue from both the Lake County one cent sales tax and also through the State from shared revenue. He added they budget conservatively to avoid over estimating.

Mr. Sheppard explained that the City only budgets at 95% of estimated property tax revenues.

The Commission questioned the percentage change among the Lake County cities between 2022 and 2023. It was noted that Eustis has the third lowest in percentage change but is also the third highest on the other end.

Mr. Carrino explained the City's estimated total valuation of the City's tax base has gone up almost 11%; however, the 108% increase is the value of new construction year over year. He stated it is the measure of what new construction the City had current year over last year. He noted that new construction the previous year was \$12 million and in the current year it was over \$25 million.

Mr. Sheppard reviewed the Community Redevelopment Agency (CRA) revenues and stated they received \$797,000 from the City. He commented on the small benefit to the individual property owners if the City were to implement the roll back rate. He then cited some adjustments to the General Fund. He noted an error in the Water/Sewer Fund which shows Umatilla utility billing as \$50,000 which should have been \$500,000.

Mr. Carrino commented on the current rate study and some possible adjustments may be required due to inflationary increases. He stated his belief that the rate study will come back recommending a higher increase than 2%. He indicated staff would have to bring back a discussion regarding how to address that and whether to do a mid-year increase rather than waiting until June.

Discussion was held regarding how the rates are computed by the consultant based on planned improvements and other factors.

Mr. Sheppard reviewed other General Fund highlights including the following: 1) health insurance possible decrease; 2) Police pension contribution increase; 3) Fire pension contribution decrease; 4) School Board contribution increase; 5) Mr. Sheppard's retirement costs and overlap with new Finance Director; 6) Proposed salary increase of 3% with flat increase of \$1,000.

Mr. Carrino noted that most of the figures will change as they go through the process. He indicated that, currently, they are showing revenues over expenses in the General Fund of approximately \$800,000. He cited the possibility of providing a higher increase for employees. He indicated that in the previous year employees received from 4 to 6% increase depending on longevity.

The Commission asked where the City is with the minimum wage with Mr. Carrino responding that with the 3%, plus \$1,000, and eliminating the lowest pay band, would bring the lowest paid employee to at least \$15 per hour.

Mr. Sheppard reviewed the summary of revenues and expenditures for all funds. He stated they will need to review the Street Improvement Fund. He stated that either the General Fund or Stormwater Fund will have to supplement that due to it being \$3,000 in the hole.

1.2 City Commission

Mr. Carrino reviewed the City Commission budget. He noted that the City Commission salaries would increase 3% and \$1,000 for each Commissioner to match employee increases. The Commission suggested using the 3% but budgeting the \$1,000 each for the Commissioners for them to individually award to a charitable organization.

Mr. Carrino indicated those funds could be moved to another line item within the City Commission budget such as for marketing. It was a consensus for the \$5,000 to be moved to another line item.

Mr. Carrino stated Commissioners are eligible for health insurance and they would need to contact the City regarding whether or not they want the coverage. He then cited an increase to Travel and Per Diem. He explained they increased the funds for Legislative Days to \$1200 per Commissioner. He stated they have budgeted some funds for possible events with Commissioners. He cited a decrease in Books, Publications, Subscriptions. He explained that the Lake County League of Cities dues are due in September. It was previously double budgeted due to it being paid in a previous year. That has now been corrected.

The Commission noted the \$3,000 budgeted under Charity and Organization Donations and asked if that is where the \$5,000 would be budgeted with Mr. Carrino indicating that was something he put in the budget the previous year and Commission directed that it be removed. He agreed that is where the \$5,000 could be added.

Mr. Carrino then discussed whether or not the Commission would be interested in budgeting for lobbyist representation. He noted a number of bills of interest to the City that came about in the current fiscal year. He questioned whether or not the Commission would be interested in hiring a lobbyist on a retainer basis. He explained the firms have indicated the City can't pay on a case-by-case basis but would have to pay a monthly retainer. He indicated that they would probably have to budget \$50 - \$60,000 but, if they were successful it could possibly pay for itself.

The Commission discussed the possibility and expressed an interest in inclusion in the budget and for it to be budgeted under the City Manager's budget.

Mr. Carrino noted a procurement process would have to be utilized and it would be placed under the Contractual Services line item. He cited the possibility of piggybacking on another entity's contract.

The Commission requested that the firms make a presentation to the Commission.

1.3 City Manager – including Events, Economic Development, City Clerk, City Attorney

Mr. Carrino noted the three subdivisions within the City Manager's budget - Administration, Events and Tourism and City Clerk.

The Commission asked how much the city managers in other area cities make with Mr. Carrino noting that the contract stipulates that the Commission conduct his annual review each August. He indicated that a formal review was not done in the previous fiscal year; therefore, he did not get a salary increase at that time. He added that a formal review should be done in August.

Mr. Carrino reviewed specific line items under Executive and explained any significant changes including the following: 1) Decrease in Professional Services of \$50,000 due to the strategic plan being a one time project; 2) Increase in Travel and Per Diem for Legislative Days; 3) Increase in Promotional Activities for promotional materials and events; and 4) Increase in Books, Publications, Subscriptions for miscellaneous memberships.

The Commission discussed funding for entertainment with Mr. Carrino expressing concern regarding spending taxpayer funds on those types of expenses. He confirmed that if he takes a prospect out to lunch or dinner he will use the City credit card. The Commission directed Mr. Carrino to increase the line item to \$1,000.

The Commission confirmed that there are funds budgeted for the City Manager to attend conferences and continuing education.

Mr. Carrino cited the Other Contractual Services in the City Clerk budget. He indicated a savings under that due to switching from iCompass to Civic Plus and reduction in cost for code of ordinances supplements.

The Commission confirmed that staff is happy with the change from iCompass to Civic Plus.

Mr. Carrino explained that the reduction in Travel & Per Diem is due to the conference registrations being shifted to Employee Study Expense.

The Commission questioned the expense for Public Records Request software with Christine Halloran, City Clerk, explaining that is not something the City currently has. She stated that currently they are tracked using an Excel spreadsheet. She

explained how the software would be utilized and the current process. She commented on how it would help improve efficiency and transparency.

Mr. Carrino then reviewed the Economic Development budget. He explained staff is proposing to split the public relations position into two positions. He cited the various duties Kristina Allen was responsible for. He indicated the proposal is for one position that would provide tech management and the other would be a high level corporate communications position. He stated that is not reflected in the current draft budget. He further explained how the two positions would be utilized. He confirmed that both positions would be under Economic Development.

The Commission discussed whether or not the City could find one person to handle all of the responsibilities and what level of salary should be budgeted.

Mayor Holland suggested that one of the Events and Tourism staff members who has a lot of technological skill could be shared and tasked with some of the website and other technical duties. He commented on the need for better public relations.

Mr. Carrino stated that the community relations position would be housed under Economic Development but would be available to other departments to assist with public relations. He noted that Kristina Allen attended a lot of City events and assisted that division with those events.

Mr. Carrino stated staff's recommendation for two positions.

Bill Howe, Human Relations Director, explained that the proposal is to increase the salary range for the Community Relations Manager who would also have supervisory responsibility for the Communications Specialist. He explained the expected duties for the two positions and stated the specialist position would be budgeted at \$43,000.

The Commission requested that the Economic Development budget be updated to reflect the two positions and those proposed salaries.

The Commission asked funding for Economic Development for taking prospects to dinner or similar activities with Mr. Carrino indicating there is funding under Travel & Per Diem for miscellaneous events and that he has utilized in the past the Community Relations line item under Promotional Activities. He indicated that line item is \$500.

Discussion was held regarding budgeting for the Economic Development Director for promotional activities with Mr. Carrino indicating he would add \$1,000 to the budget for that.

Al Latimer, Economic Director Development, noted that with the additional new position there would be a corresponding increase in supplies and similar line items. He added that he had also requested an increase to the Professional Development and Training budget so his staff can improve their skill sets.

The Commission asked about the line item for the Commission's head shots and requested it be reduced to \$1,000.

Mr. Latimer commented on the the upcoming projects and expressed support to have a professional photographer on call to take pictures for some of those projects.

Discussion was held regarding the quality level required for marketing and website purposes and the seasonal marketing funding.

The Commission asked about the plan for the Duke Energy marketing grant with Mr. Carrino indicating the intent to look at the strategic plan and master plan and develop a corporate communication strategy. He noted a suggestion that the City consider advertising on a billboard. He stated he would prefer to have a marketing communications professional provide a report on the various media and a strategy for reaching the appropriate audience.

Mr. Latimer added that the Duke Energy marketing grant would also be used to look at the City's content, brochures, etc. and make recommendations.

Further discussion was held regarding photography with a suggestion that the City purchase better photographic equipment with Mr. Carrino noting the expense for that type of equipment. He indicated that the City does have a higher quality camera for better photos.

The Commission confirmed there was a duplication of the costs for lights and decorations with Mr. Carrino stated he is recommending that holiday decorations be moved from Economic Development into Events and Tourism. He explained how it got budgeted under Economic Development initially.

The Commission confirmed that the maintenance for the downtown tree lights is \$21,000 for the year, not monthly.

RECESS: 7:01 p.m. RECONVENE: 7:12 p.m.

The Commission discussed the public relations positions and pay ranges. It was suggested that the salary for the higher level position be increased.

Mr. Carrino recommended they allow staff to review the job description and the pay bands and look at other positions within those pay bands and come back with a recommendation.

Mr. Carrino began the review for Events and Tourism and explained that the Events and Tourism and Finance department want to partner for the purchase of a shared golf cart. He indicated that it is duplicated in the budget under Operating Supplies and Machinery & Equipment. He noted that item also includes replacement of the electronic sign on the corner. He explained that sign was putting out an electronic signal that would kill the ignition on various models of cars. He added that the sign is outdated and pixilated and can no longer be serviced. He then noted that they are also proposing a canopy which would be used to park the golf cart.

Miranda Muir, Events and Tourism Manager, explained she would be looking into sign replacement options and would look at replacing the sign in Ferran Park in the FY2024-2025 fiscal year rather than in the next year.

Discussion was held regarding parking for the golf cart.

Ms. Muir stated that the division has exceeded their estimated revenues in the current year. She explained it is primarily due to growing vendor revenue which is increasing at each event. She stated she is requesting another full-time person to assist with additional events. She commented on the difficulty in utilizing part-time staff. She explained the increase under Contractual Services is due to the expanded Georgefest and the addition of VetFest.

The Commission asked about her taking over Arbor Day rather than Public Works with Ms. Muir indicating that was possible.

The Commission suggested including the Busker's Festival as part of Georgefest Ms. Muir indicating it is being discussed. She stated they are already considering adding the Miss Eustis Pageant to Georgefest. She noted they have discussed joining with the Villages regarding the Busker Festival to help the out-of-town buskers to have more opportunities to win money.

Discussion was held regarding various events and scheduling possibilities including the comedy show, Buskers Festival, Amazing Race for Charity and other events.

Ms. Muir continued the department budget review. She explained the increase in Travel and Per Diem due to the requested new position. She cited the increase in Rentals and Leases and explained that the Christmas lights were moved to that line item. She noted that it also includes the sound equipment for Georgefest. She added that the event was expanded from three days to eight days.

The Commission asked about the cost of the Christmas Tree and decorations and whether or not it would be cost effective to purchase the tree and decorations.

Mr. Carrino explained the City previously owned the tree but it was smaller and cited the difficulty in storing everything so it was determined it was better to rent them. He commented on the better quality in the rented decorations versus what can be purchased locally.

The Commission inquired about the \$5,000 for port-o-lets for the car show with Ms. Muir indicating they also spend an additional \$1500 for posters for the Car Show.

The Commission discussed the amount that the City is contributing toward the car shows with Mr. Carrino indicating that the restaurants probably receive a benefit but not the retail merchants. It was noted that it is run by a private organization and the City does not contribute to other private organizations for their events.

Mr. Carrino explained that City staff design the posters and produce them but the car show organizers distribute them. He stated that the attendees do not pay to participate. The car show organizers get sponsors that pay for the prizes.

Mayor Holland cited the need for a meeting of the City Commission and the downtown merchants regarding the Car Show. He asked Mr. Latimer to put together a joint meeting with the downtown merchants and including the Events Department.

Discussion was held regarding the possibility of getting the car show to reschedule to the Saturday after First Friday so that the cost of the port-o-lets could be reduced. Discussion was also held regarding the possibility of them charging the car owners for participating.

CONSENSUS: It was a consensus for Al Latimer to schedule the joint meeting and to look at the possibility of the car show rescheduling their date.

Ms. Muir discussed advertising with Mayor Holland suggesting they advertise in The Villages with Ms. Muir citing the expense.

Discussion was held regarding those City events that could be advertised in The Villages and tracking attendance from the Villages. It was recommended that the requested \$9,000 be included in their budget for the time being.

The Commission discussed the affect on the City and how conservative the City has been with its budgeting.

The Commission discussed the Arbor Day sponsorships with expenses and revenue offset expenses. It was explained that the expense has to be budgeted in the department with the expected sponsorships budgeted in the General Fund revenue. It was agreed to leave the expense at \$10,000 in the budget.

Discussion was held regarding budgeting for the Panther Pride event.

Mr. Carrino reported that he made no changes to the City Attorney budget.

1.4 Finance – including Customer Service

Mr. Sheppard reviewed the Finance Department budget. He explained a recommended staff change of one of the Staff Accountants to Budget Manager with a \$10,000 increase to \$67,000. He noted the staff member has been with the City approximately 15 years.

Mr. Sheppard then stated his willingness to work part-time once a new Finance Director has been hired. He stated that he would recommend allowing the new Finance Director to hire a new Deputy Finance Director rather than filling the position immediately.

Mr. Carrino proposed hiring the new Finance Director and allowing Mr. Sheppard either serve as the Deputy Director or work part-time at the pleasure of the new Director. He explained that the previous Deputy Director is now going to serve as the Accounting Manager. He noted that in early 2024, the City will have to proceed with the RFQ for waste management services.

Mr. Sheppard reviewed Contractual Services and noted the Gravity software which is being utilized for production of the budget, the CIP and the annual audit. He cited the benefits of the automated software.

Mr. Sheppard discussed changes in various line items including Transportation, Repairs and Maintenance, Personnel and purchase of a new copy machine for upstairs. He then reviewed the IT expenses and explained that is divided up between the General Fund and Water/Sewer. He indicated that the IT expenses would be going up significantly due to security issues including ransomware, the cost of doing business and making sure the City's system is secure and it is not attacked. He explained the issues with ransomware and cited the contract with Verteks under Other Contractual Services.

Mr. Sheppard then reviewed the Communications line item including the cost for Comcast.

Greg Barron, IT Manager, explained the planned move to Office 365 and its benefits and the addition of Teams software. He stated they will be adding a new SPAM filter that has artificial intelligence and will be able to better block malicious emails. He noted that once they move to the cloud the email retention will be unlimited. He cited other features the City will receive.

The Commission asked about the security through Verteks with Mr. Barron responding everything is multi-factor and patch. He stated that Office 365 will allow multi-factor identification for the cell phones as well. He explained some of the issues with security, hacking and storage.

Mr. Sheppard continued his review. He noted a slight reduction in Purchasing due to the previous buyer retiring. Under Water Customer Service, he indicated a staff member is being moved to Collections Supervisor which will allow them to give a

customer another opportunity to pay before they are shut-off and increasing collected revenue.

Mr. Sheppard explained there are three meter reader positions where there used to be four; however, they were able to reduce to three due to using electronic reading.

The Commission asked if the electronic readers provide an indication if someone's bill is going up drastically due to a leak or something.

Mr. Sheppard responded that the readers can do that. He indicated the City can put in a range and it will alert if there is a significant increase. The Commission confirmed that staff would then notify the customer.

1.5 Development Services – including Building Department

Mike Lane, Development Services Director, indicated their big expense is the purchase of a new copy machine. He noted there would be an additional expense for a new Edmunds module for land management. He explained staff will be able to do cataloguing of the development projects rather than tracking through Excel spreadsheets.

Mr. Lane then reported they are proposing to hire an additional front counter person for Building Services. He noted they are currently missing a permit clerk. He indicated there would be four persons in Building Services in the new budget.

Mr. Carrino commented on the Building Permit Fund and how it must be used. He indicated that Fund is close to exceeding the state limit on fund balance. He stated they would be hiring someone for the front office from that Fund. He added that there are some planning functions that may be attributable to the Building Permit Fund.

The Commission was agreeable to adding an entry level planning person which could be paid for through the Building Permit Fund.

The Commission confirmed that they discussed having someone monitor the site plans for the trees with Mr. Carrino responding that the Building Official has indicated his willingness to take on that responsibility. He added that if it becomes overwhelming then his company can send someone to take care of that function.

Discussion was held regarding monitoring the subject properties prior to development beginning.

1.6 Human Resources

Bill Howe, Human Resources Director, reported they are not requesting any new personnel. He noted they also need a new copier and stated they have increased the labor attorney costs due to upcoming union negotiations for police and fire and possibly fire lieutenants. He added they increased the Promotional Advertising to provide funding for more advertising. He cited the hiring of a new Finance Director and others.

The Commission confirmed that the amount of increase on the labor attorney is sufficient.

The Commission requested that staff provide a rundown of all the requested additions to the budget.

Mr. Carrino confirmed staff would provide an update on the budget and noted there would be also some reductions due to the duplications.

The Commission commented on how the City is having to spend funds on things that should have already been done and how hard that has been on staff. They commented on the difference in the number of staff members the City has versus other cities in the County.

Mayor Holland noted the upcoming regular Commission meeting and stated there would be another budget workshop on July 11th. He added there would be the 4th of July celebration on Saturday.

2. ADJOURNMENT: 8:32 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

MICHAEL L. HOLLAND
Mayor/Commissioner



MINUTES

City Commission Meeting

6:00 PM – Thursday, August 03, 2023 – City Hall

INVOCATION: MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE: COMMISSIONER WILLIE HAWKINS

CALL TO ORDER: 6:04 P.M.

ACKNOWLEDGE OF QUORUM AND PROPER NOTICE

PRESENT: Commissioner Willie Hawkins, Vice Mayor Emily Lee, Commissioner Gary Ashcraft, Commissioner Nan Cobb and Mayor Michael Holland

1. AGENDA UPDATE

Tom Carrino, City Manager, announced that the annexation items (Ordinances 23-15, 23-16 and 23-17) were not considered by the LPA due to the signs not being posted properly. Therefore, they will be considered on the September 7th agenda.

He then announced that Resolution Number 23-54 was being rescheduled to August 17, 2023, due to the applicant failing to mail the required notices to the surrounding property owners within 500 feet. He informed the Commission that staff is moving that requirement back in house due to developers not fulfilling the requirement properly.

Mayor Holland expressed concern regarding issues with Development Services in the past six months. He emphasized the need to make changes to the department and possibly even outsource the functions. He indicated his lack of trust in information coming from the department.

Commissioner Hawkins echoed the Mayor's comments citing the phone calls the Commissioners receive when items get pulled from an agenda. He emphasized that the City is poised for a lot of growth and staff needs to be ready for that.

Commissioner Ashcraft requested that the City review to determine what's working and what's not and work from there. He cited the number of positions added in the draft budget and pay increases. He suggested reviewing all of the departments.

Commissioner Hawkins expressed further concerns and frustrations.

Vice Mayor Lee expressed concern regarding the professionalism and expertise of the department. She noted they just considered adding another position to the department. She stated if everyone was doing their work they might not need another position. She expressed concern regarding lack of trust and number of errors being made.

Commissioner Cobb stated she cannot do her job if the Commission does not receive accurate information. She cited specific issues with information from the department. She cited other issues regarding other City departments. She stated she has no trust in the Development Services department and expressed support for a vote of no confidence.

Motion made by Commissioner Cobb, seconded by Vice Mayor Lee, for a vote of no confidence in the Development Services Department. The motion passed on the following vote:

Voting Yea: Commissioner Hawkins, Vice Mayor Lee, Commissioner Cobb, Mayor Hollard
Voting Nay: Commissioner Ashcraft

Mayor Holland recommended that a workshop be scheduled prior to the next meeting to discuss the handling of Development Services.

CONSENSUS: It was a consensus of the Commission for the agenda items discussed to be postponed to the stated agendas.

2. APPROVAL OF MINUTES

2.1 Approval of Minutes

July 6, 2023 City Commission Meeting
July 10, 2023 City Commission Workshop

Motion made by Commissioner Hawkins, seconded by Vice Mayor Lee, to approve the Minutes as submitted. The motion passed on the following vote:

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

3. PRESENTATIONS

3.1 Presentation on the Live Local Act

Tom Carrino explained the issue is about legislation passed by the State legislature which pre-empts the City from limiting densities for projects in mixed use districts that meet certain criteria. If a project meets certain criteria, the City would have to allow them to do the maximum density in any specific district.

Mike Lane, Development Services Director, explained that in March the Live Local Act was signed into law which pertains to affordable housing development. He reviewed the specifics and key considerations of the act stating that, in an area zoned for commercial, industrial or mixed use, a municipality must authorize a multifamily or mixed-use residential development when: 1) at least 40% of the residential units are affordable for a period of 30 years; and 2) if proposed development is mixed use, at least 65% of the total square footage of the project is to be used for residential purposes.

Mr. Lane further explained the various affordability levels and stated that the key consideration is that any project being considered under the act must undergo the usual application process including the typical fees and documentation and must still follow the local ordinances. He indicated that, if a project is authorized under the Live Local Act criteria, the development must be administratively approved and, if it satisfies the City's Land Development Code as related to multifamily developments, the City is required to allow the height of the development to the highest currently allowed for commercial or residential development within one mile or three stories. The City must approve development with density equal to or below the highest residential density that is allowed within any of the residential districts.

Mr. Lane explained that within Eustis the City allows up to 40 dwelling units per acre. He added that other key considerations include putting mechanisms in the development for monitoring that affordability is maintained for 30 years. If the development is located within 1/2 mile of a major transit and the stop is accessible from the development, the City must consider reducing parking requirements.

Mr. Lane then stated that by October 1, 2023, and continuing every three years thereafter, the City must prepare an inventory of all real property owned by the City and which may be used

as affordable housing. The list must be reviewed at a public hearing and, following the hearing, the Commission must adopt a resolution that includes the inventory list. The inventory must be made publicly available on the City's website.

Mr. Lane then stated that the Act also encourages municipalities to adopt best practices for surplus land, establish eligibility criteria for the receipt or purchase of surplus land by developers; make the process of requesting surplus lands publicly available; and ensuring long-term affordability through ground leases by retaining the right of first refusal to purchase property that would be sold or offered at market rate and by requiring reversion of property not used for affordable housing within a certain timeframe. He noted that the act would sunset in July 2033.

Mr. Carrino cited a previous request for development on the "helipad lot" north of the downtown. At that time, the developer requested to have 40 units per acre but was denied by the Commission. He indicated that the Live Local Act would not allow the Commission to deny such a development.

The Commission commented on how the act would now deny the City's ability to control density. They encouraged residents to make their voices heard in Tallahassee.

4. APPOINTMENTS

4.1 Appointment to Eustis Housing Authority (EHA): Nicie Allen Parks

Mayor Holland introduced Nicie Allen Parks and invited her to speak.

Ms. Parks thanked the Commission for the opportunity and stated she was looking forward to working with the Housing Authority.

Motion made by Vice Mayor Lee, seconded by Commissioner Hawkins, to approve the appointment of Nicie Allen Parks to the Eustis Housing Authority. The motion passed on the following vote:

Voting Yea: Commissioner Hawkins, Vice Mayor Lee, Commissioner Ashcraft, Commissioner Cobb and Mayor Holland

5. AUDIENCE TO BE HEARD

Brian Butler, The Recovery Village, thanked the City for allowing them to participate in the Fourth of July celebration and to bring some of their clients to the event. He expressed hope for future partnerships.

Deborah Weinert stated she is representing Triangle Community Alliance and the Dolly Parton Imagination Library. She explained it is a free book giving program for children from birth through age five. She explained the program is to help encourage reading within the home. She expressed the hope to provide a future presentation with information about what it would cost to offer it within the City. She explained that their program provides for the books to be mailed directly to the children so the parent doesn't have to go to the library to obtain books.

The Commission asked if they have services for when the parents aren't able to read to their children.

Ms. Weiner responded affirmatively stating her vision is to develop their website and include videos of various individuals reading to the children including deaf and Spanish presentations.

The Commission asked how they can have the program in Eustis with Ms. Weinert explaining how the program works.

Mayor Holland asked to have her come back and provide a formal presentation and they look at how to provide some funding.

Kim Reed clarified for the Commission that at the previous Commission meeting her intent was actually to thank each of the Commissioners.

6. CONSENT AGENDA

6.1 Resolution Number 23-55: Award of Bid Number 009-23 and Approving a Purchase in Excess of \$50,000 for the McDonald Avenue Gravity Sewer Main Project

6.2 Resolution Number 23-57: Gravesite Openings and Closings Contractor

6.3 Resolution Number 23-67: Approving Multiple Annual Purchases in Excess of \$50,000 for Sewer Rehabilitation Services

6.4 Resolution Number 23-68: Approval of purchase in excess of \$50,000 to procure (3) 2024 XL Mavericks

6.5 Historic Preservation Board Annual Report

Motion made by Commissioner Cobb, seconded by Vice Mayor Lee, to approve the Consent Agenda. The motion passed on the following vote:

Voting Yea: Commissioner Hawkins, Vice Mayor Lee, Commissioner Ashcraft, Commissioner Cobb and Mayor Holland

7. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

7.1 Resolution Number 23-54: Preliminary Subdivision Plat for Hidden Cove 43-lot Subdivision on Lakeview Avenue (Alternate Key Number 1216044)

This item was rescheduled for August 17, 2023, due a notification error.

7.2 Resolution Number 23-62: Building Fee Schedule Amended for Permit Fees

Sasha Garcia, City Attorney, announced Resolution Number 23-62: A Resolution of the City Commission of the City of Eustis, Florida; establishing an amended schedule of fees related to building permit fees to account for private engineering inspections firms to provide private services in the City and to remove fees for fences and change of use projects and providing for an effective date.

Mike Lane, Development Services Director, explained the proposed fee revisions. He noted the last time the fee schedule was updated was in 2017. He stated the Pine Meadows developer has informed the Building Official that they will be hiring their own plans reviewer and private inspectors. He explained they are allowed to do that under state statute; however, there would still be items that would be under the City. He explained other recommended changes to the fee schedule including fence permits and change of use for business tax receipts.

Mr. Lane then reviewed what is charged by other communities for utilization of a private inspection firm. He explained that state law requires the City to have a reduced fee when a developer utilizes a private inspection firm. He indicated that what is proposed represents a 13% reduction which is similar to Mount Dora. He confirmed that the City would retain the records and would issue the Certificate of Occupancy.

The Commission discussed what is the reasoning for the 13% reduction and what would be a reasonable reduction. They asked why Pine Meadows wants to have their own firm.

Mr. Carrino indicated that it streamlines the process and does somewhat reduce the work on the City. He noted Florida Foods also did it for a project but there was no cost reduction for them. He indicated it would probably not be cost effective for a smaller development.

Further discussion was held regarding the amount of reduction with Attorney Garcia explaining that the reduction must be based on a reasonable calculation on the savings for not having to do the work.

Discussion was held regarding oversight of the plans review and inspections with Mr. Lane explaining the private firm would be responsible for the Certificate of Completion.

Attorney Garcia opened the public hearing at 6:45 p.m.

Lee Conger expressed concern regarding how the City's interests would be protected.

Mr. Carrino suggested postponing consideration of the resolution and asking for additional information from the Building Official on how the amount can be justified.

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

The Commission commented on the state's encroachments on home rule.

CONSENSUS: It was a consensus of the Commission to table consideration of the resolution to allow staff to further consider the amount of reduction.

7.3 Resolution Number: 23-66: School Resource Officer 2023-2024

Attorney Garcia announced Resolution Number 23-66: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, approving an agreement with the School Board of Lake County, Florida, pertaining to the provision of School Resource Officers for 2023-2024.

Craig Capri, Police Chief, explained the proposed agreement with the School Board for the provision of School Resource Officers (SRO's). He explained it is the same as the previous year. He expressed support for expanding the City's influence in the schools.

The Commission cited positive comments received from the school principals.

Chief Capri explained that he is hoping to expand to the middle schools in 2024-2025 and obtaining grants to assist in paying for the additional officers. He noted he has three officers waiting to come on board full time.

Discussion was held on why officers want to work in Eustis.

Attorney Garcia opened the public hearing at 6:52 p.m. There being no public comment, the hearing was closed at 6:52 p.m.

Motion made by Commissioner Hawkins, seconded by Vice Mayor Lee, to approve Resolution Number 23-66. The motion passed on the following vote:

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

7.4 SECOND READING

Ordinance Number 23-04: Second Reading Fire Pension Modification

Attorney Garcia read Ordinance Number 23-04 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending Chapter 70, Pensions and Retirement, Article III, Municipal Firefighters' Pension and

Retirement System, Sections 70-62(b), 70-67(a) and 70-71(b)(1), of the Code of Ordinances of the City of Eustis; providing for codification; providing for severability of provisions; repealing all ordinances in conflict herewith and providing an effective date.

Mike Sheppard, Finance Director, explained the ordinance provides for the employee's contribution to be between 4 and 7.5% with the current rate to be 5.5% and that the disability benefit will begin at 45% and increase by 2% per year up to a maximum of 65%.

Attorney Garcia opened the public hearing at 6:54 p.m. There being no public comment, the hearing was closed at 6:54 p.m.

Motion made by Commissioner Hawkins, seconded by Vice Mayor Lee, to adopt Ordinance Number 23-04 on final reading. The motion passed on the following vote:

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

7.5, 7.6, and 7.7 FIRST READING

Ordinance Numbers 23-15, 23-16, and 23-17: Explanation of Ordinances for Annexation of Parcels with Alternate Key 1213177

- Ordinance Number 23-15 – Voluntary Annexation
- Ordinance Number 23-16 – Comprehensive Plan Amendment
- Ordinance Number 23-17 – Design District Assignment

Ordinance Numbers 23-15, 23-16 and 23-17 were postponed to September 7, 2023, due to a noticing error.

7.8 FIRST READING

Ordinance Numbers 23-18, 23-19, and 23-20: Explanation of Ordinances for Annexation of Parcels with Alternate Key Numbers 2666820, 3384297, 3884298, 3884439, and 3884441

- Ordinance Number 23-18 – Voluntary Annexation
- Ordinance Number 23-19 – Comprehensive Plan Amendment
- Ordinance Number 23-20 – Design District Assignment

Attorney Garcia read Ordinance Number 23-18 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 5.8 acres of real property at Alternate Key Numbers 2666820, 3884297, 3884298, 3884439 and 3884441, generally located east of Coolidge Street, south of the unimproved portion of Pine Avenue and north of the unimproved portion of Hollywood Avenue.

Jeff Richardson, Deputy Development Services Director, reviewed the requested annexation, future land use designation and design district designation for the 5.8 acres located east of Coolidge Street. He indicated the property owner is the First Assembly of God and noted the specific location of the property. He reviewed staff's analysis of the request. He stated the proposal is also to change the future land use from Urban Low in Lake County to Suburban Residential which allows up to five units per acre. He indicated the requested FLU is consistent with the surrounding designations. He confirmed the availability of City utilities.

Mr. Richardson stated the requested design district is Suburban Neighborhood which is generally consistent with the surrounding area. He stated staff's recommendation for approval. He explained there are five separate parcels but they all have the underlying Rosenwald Gardens platted lots.

Attorney Garcia opened the public hearing at 7:02 p.m.

Lee Conger spoke on behalf of Cindy Newton and cited the donation of one of the parcels to the First Assembly of God and questioned whether or not the stipulations would be honored. She cited a resolution by Lake County.

The Commission explained the actions for consideration are the annexation of the property and assignment of FLU and design district so that would be a question for the church.

Fritzner Mondesir explained about a part of the property that has been cleaned up.

There being no further public comments, the hearing was closed at 7:05 p.m.

Motion made by Commissioner Cobb, seconded by Commissioner Ashcraft, to approve Ordinance Number 23-18 on first reading. The motion passed on the following vote:

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

7.9 FIRST READING

Ordinance Number 23-19: Comprehensive Plan Amendment for 5.8 acres of real property generally located east of Coolidge Street

Attorney Garcia read Ordinance Number 23-19 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis Comprehensive Plan pursuant to 163.3187 F.S.; changing the future land use designation of approximately 5.8 acres of recently annexed real property at Alternate Key Numbers 2666820, 3884297, 3884298, 3884439 and 3884441 generally located east of Coolidge Street, south of the unimproved portion of Pine Avenue and north of the unimproved portion of Hollywood Avenue, from Urban Low in Lake County to Suburban Residential in the City of Eustis.

Attorney Garcia opened the public hearing at 7:06 p.m. There being no public comment, the hearing was closed at 7:07 p.m.

Motion made by Commissioner Cobb, seconded by Vice Mayor Lee, to approve Ordinance Number 23-19 on first reading. The motion passed on the following vote:

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

7.10 FIRST READING

Ordinance Number 23-20: Design District designation for 5.8 acres of real property generally located east of Coolidge Street

Attorney Garcia read Ordinance Number 23-20 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Neighborhood design district designation to approximately 5.8 acres of recently annexed real property at Alternate Key Numbers 2666820, 3884297, 3884298, 3884439, and 3884441 generally located east of Coolidge Street, south of the unimproved portion of Pine Avenue and north of the unimproved portion of Hollywood Avenue.

Attorney Garcia opened the public hearing at 7:08 p.m. There being no public comment, the hearing was closed at 7:08 p.m.

Motion made by Commissioner Cobb, seconded by Commissioner Ashcraft, to approve Ordinance Number 23-20 on first reading. The motion passed on the following vote:

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

Mayor Holland commented on how the project will benefit the surrounding community.

7.11 FIRST READING

Ordinance Number 23-21: Conditional Use Permit for a School in the Central Business District (CBD) Future Land Use District Located at 50 W. Orange Avenue

Attorney Garcia read Ordinance Number 23-21 by title only on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, approving a Conditional Use Permit for a school in the Central Business District (CBD) future land use district, located at 50 W. Orange Avenue.

Mr. Lane reviewed the requested conditional use permit for a school to be located within the Central Business District at 50 W. Orange Avenue. He noted the previous tenant was also a school; however, it was determined that school never obtained the required conditional use permit.

The Commission asked if there would be any school buses with Mr. Lane confirming the students would be dropped off by the parents.

Attorney Garcia opened the public hearing at 7:12 p.m. There being no public comment, the hearing was closed at 7:12 p.m.

Dr. Sharon Swann, Excelsior Prep School, explained their intent to accommodate approximately 20 children between the ages of three to ten, kindergarten through Grade 5. She stated they would be open Monday through Friday, 7 a.m. to 6 p.m. She explained it is a school, not a day care, so they would be following the Lake County school calendar. She further confirmed that transportation would be provided by the parents.

Motion made by Commissioner Hawkins, seconded by Commissioner Cobb, to approve Ordinance Number 23-21 on first reading. The motion passed on the following vote:

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

8. OTHER BUSINESS: NONE

9. FUTURE AGENDA ITEMS

See Commission Comments.

10. COMMENTS

10.1 City Commission

Commissioner Cobb commented on an issue with City property along Hicks Ditch Road that was separated by the road resulting in property on both sides of the road having the same alternate key number. She asked that the issue be cleared up. She expressed support for the boat races held the previous weekend. She cited the passing of Dixie Royal and noted her attendance at Ms. Dunstan's funeral. She asked for prayers for both families. She asked about the DRC (Development Review Committee) meetings and requested the Commission receive a report prior to each Commission meeting regarding what is occurring at the DRC meetings.

Commissioner Ashcraft also expressed support for the boat races and that they continue year to year. He asked to have a workshop to discuss the transition of the Chamber of Commerce to the Eustis Historical Museum site.

Commissioner Hawkins commented on his experience with the Stepping Out for Education event. He expressed support for the Panther Pride in the Park event to be held in October. He cited the various entertainers performing at the event. He noted the appointment of Nice Allen Parks to the Housing Authority and that she also was serving on the CRA Review Committee. He asked for an update on the CRA Review Committee and for it to continue.

Vice Mayor Lee asked to have a workshop on the recently re-acquired City property. She expressed support for a workshop on Development Services. She also asked to have a report from the Clifford Resource Center. She expressed support for the cameras to be installed in the school zones.

Commissioner Hawkins announced the Special Needs Community Event would be held the following day at the Community Building beginning at 10 a.m. and invited everyone to attend. He thanked Chief Capri for his latest press conference.

Commissioner Cobb read an email that was sent to her regarding Chief Capri and his assistance in a problem they had on a recent plane trip. She thanked Chief Capri for his excellent leadership.

10.2 City Manager

Mr. Carrino reported that the City, County and State are working together on the school zone camera project. He explained that the State is trying to figure out how to implement what the State Legislature approved. He explained the recent legislation that allows the installation of the cameras and the issuance of tickets for speeding in school zones.

Mayor Holland noted that there will be someone speaking at the League of Cities conference regarding cameras.

Mr. Carrino requested either a workshop or Commission discussion regarding the Clifford Taylor house.

It was a consensus to hold a workshop on Tuesday, August 8th, at 5:00 p.m. on the use of the Clifford Taylor house and Development Services department.

Mr. Carrino apologized for the issues involving Development Services and emphasized he and staff will do better for the Commission and the community.

10.3 City Attorney: NONE

10.4 Mayor

Mayor Holland commented on the Panther Pride in the Park and the need to raise at least \$60,000 at that event for the high school sports program. He noted that Amare Williams is currently competing at the Junior Olympics and doing very well. He complimented Commissioner Hawkins for his participation in the Stepping Out for Education event.

Mayor Holland indicated that each of the Commissioners would be receiving a form for the review of the City Attorney and asked them to complete it and return it as soon as possible to Human Resources.

Mayor Holland commented on the Back to School Bash and backpack giveaway. He noted that Blake Griswold recently lost his mother and thanked him for all his family has done for the

City. He announced that Ethel Ryan recently passed away and cited her contributions to the community. He noted his nephew was in a very serious auto accident on Friday and explained his condition. He thanked everyone for their attendance.

Mayor Holland cited the number of mandates the City has to deal with in making decisions for the City.

11. ADJOURNMENT: 7:38 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

MICHAEL L. HOLLAND
Mayor/Commissioner



MINUTES

City Commission Workshop

5:00 PM – Tuesday, August 08, 2023 – City Hall

CALL TO ORDER: 5:00 P.M.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

PRESENT: Commissioner Gary Ashcraft, Commissioner Nan Cobb, Commissioner Willie Hawkins, Vice Mayor Emily Lee and Mayor Michael Holland

1. WORKSHOP ITEM WITH DISCUSSION, PUBLIC INPUT AND DIRECTION

1.1 Review of Development Services Department

Tom Carrino, City Manager, announced that staff is currently reviewing the position descriptions for Development Services. He stated that he is still recommending the additional staff person due to the department's workload. He cited the amount of turnover within the department and commented on the amount of interdepartmental work. He stated that one of the issues cited in the one-on-one meetings was the accuracy and proofreading of the staff reports.

Mr. Carrino then commented on the use of the Edmunds software and cited the possibility of utilizing new software for project management. He noted the number of departments that could make use of the software and how it could facilitate interdepartmental communication on projects.

Mr. Carrino reviewed recommended department actions as follows: 1) Weekly meetings to discuss project scheduling, advertising, noticing, signage, etc. He stated that staff will resume doing the mailing of the 500-ft. notices. He explained how the signage has been handled and recommended that the developers continue to be required to handle the signage. 2) Review of existing Comprehensive Plan and LDR's for consistency and recommended changes. 3) City Attorney's office has offered to review best practices of other cities they have as clients. 4) Internal process improvement analysis.

Mr. Carrino explained that the City's inhouse grantwriter performed process improvement analysis in a previous position and could be called upon to do that for the City.

Commissioner Hawkins thanked Bill Howe and Tom Carrino for meeting with them individually. He expressed support for allowing the City Manager to take care of the situation.

Commissioner Ashcraft expressed support for determining what needs to be done and developing an action plan to address those needs.

Commissioner Cobb commented on the signage and requested that staff be responsible for installation of the required signage. She indicated they could take a picture when that was done and that the developer would be charged for that. She also asked for the City to hire a full-time building inspector.

Vice Mayor Lee agreed with the need to hire an inspector and for that to be done within a few months.

Discussion was held regarding whether or not to set a short timeframe with Mr. Carrino confirming that staff will move forward and complete the necessary actions in a timely manner.

Vice Mayor Lee commented on the need for better onboarding training.

Discussion was held regarding the workload and the reduced staff and the need to develop best practices.

Vice Mayor Lee expressed her desire for the Commission to have input during evaluations.

Commissioner Hawkins disagreed and stated that is the City Manager's job and it is the Commission's job to hold him accountable.

Vice Mayor Lee responded they could provide feedback when they see something that needs to be addressed with Commissioner Ashcraft agreeing.

Mr. Carrino stated it is his responsibility to conduct performance evaluations on all of the department heads and he would engage the Commission regarding those.

Mayor Holland thanked Mike Lane, Jeff Richardson, Bill Howe and Tom Carrino for listening to the Commission. He stated that the City Charter sets out the City Manager's responsibilities as well as the Commission's. He commented on the duties included under the new position. He expressed support for updating some of the City's tools as being antiquated.

Vice Mayor Lee requested a copy of the slide presentation.

Mike Lane, Development Services Director, commented on his original intent to provide some innovation to the department. He cited the challenges in dealing with those that are pro-growth versus those that are anti-growth. He expressed concern regarding the Commission's lack of trust in the department. He stated his door is always open if they have any questions or concerns.

Vice Mayor Lee commented that the Commissioners need to go through the City Manager and not bombard staff.

Commissioner Hawkins stated that he thinks the Development Services staff does a good job. He commented on how the department heads have to consider the concerns of five different Commissioners as well as the City Manager.

Mayor Holland encouraged Mr. Lane and stated they will work through the issues together. He cited the importance of the department as the City moves forward.

1.2 Discussion regarding use of Clifford Taylor house

Mr. Carrino commented on the issues with the transition of the Chamber of Commerce to the Clifford Taylor house. He stated that the question is what level of historic programming the Commission wants at the Clifford Taylor house. He asked if the Commission wants to clear out the house and just operate it as a rental venue or do they want to continue operating it as an historical museum and offer tours. He clarified if they want to operate it as a rental venue, then it may need to be overseen by Parks and Recreation. However, if they want to continue to operate it as an historical museum, then maybe it needs to be operated under Events and Tourism.

Mr. Carrino commented on the contents of the building and how historic some of the items are. He then questioned whether or not the City is actually taking over the Eustis Historic Society and how some of the accounts are tied to the 501(c)(3). He noted that, if they retain the 501(c)(3), it opens up some fundraising possibilities.

Mr. Carrino then stated his understanding that the Chamber is not interested in conducting historical tours or providing historic programming. He added they will need to discuss how the Chamber would fit in with the building. He noted the attendance by members of the Historical Society and the Chamber.

Mayor Holland stated that his belief was that the Chamber and Historical Society would cohabit the building. He acknowledged that the Historic Society Board has since indicated they want to step away. He stated his vision that they would work together. He then questioned whether or not the location would be a good permanent location for the Chamber. He cited the possibility of the Chamber providing a "welcome center" for the City and Events and Tourism providing oversight of the facility.

Commissioner Ashcraft stated it is up to the Chamber if they want it to be temporary or permanent with Commissioner Hawkins agreeing. He questioned how the two entities would co-exist.

Mr. Carrino stated that, if the City wants to continue to have a robust historic program there with historic artifacts, then it would be difficult for it to be a permanent home for the Chamber. He indicated that the question is whether or not the Commission wants to continue to have robust historic programming. He stated it would be difficult for the Chamber to utilize the building permanently if that is the case.

Commissioner Hawkins stated that to continue historic programming would require that the City have staff on site. He suggested that Parks and Recreation take over the facility.

Vice Mayor Lee expressed concern about the Chamber co-existing in the building and cited the issues with it being a temporary location and them having to relocate again. She questioned whether or not there could be another location for them.

Commissioner Ashcraft commented on the issues with the Chamber's existing location and whether or not it would be replaced.

Mr. Carrino stated that, if the current location is salvageable, then the City needs to have an evaluation of the building. Otherwise, the building needs to be demolished. He explained his understanding that, when the Commission declined to have it evaluated, it would be demolished. He stated that if there is any desire of the Commission to salvage the building, then they need to spend the money to have it evaluated.

Discussion was held regarding the history of the Chamber building and the other Chamber locations and then how the Chamber could co-exist in the Clifford Taylor house.

Commissioner Cobb acknowledged the Chamber couldn't do historic tours but the City could develop a mobile app to allow self-guided tours. She commented on the contents and what could be done with them. She stated the initial goal was to get the Chamber into a building that is safe. She further commented on the contents of the house and how the City needs to be prepared for when the Chamber moves. She stated the basic question is whether or not the Chamber wants to be there permanently.

Further discussion was held regarding the physical state of the Clifford Taylor house and the need to reduce the volume within the house.

Gary Marshall, Eustis Historical Museum Director, requested an extension for them to relinquish custody of the museum to the City to September 18th. He commented that Mr. Clifford built the house so it should be referred to as the Clifford house, not the Clifford Taylor house. He stated his belief that it would be very unfair to expect the Chamber to move in and be expected to operate the museum. He reported that the Historic Board has voted to completely dissolve the 501(c)(3) effective September 18th.

Mr. Marshall expressed concern regarding the possible use of a mobile app and the amount of people that have stolen small items from the museum. He stated that the original charter from 1983 states that the house must remain as a museum. He indicated that 85% of the contents belong to either the City of Eustis or Lake County. He commented on his efforts to clean out some of the items that did not belong to the City or County. He added that there is very little that pertains to the State.

Karen Marshall, Board President, commented on the insurance held by the museum and that all of the artifacts are insured for \$200,000. She added that the financial assets of the society will be donated to the City.

Mr. Marshall stated that because they are registered with the state as a house museum they are supposed to provide any monetary assets to the state; however, the board voted to give it to the City. He indicated the current amount is \$11,000. He confirmed that the Board wants to dissolve the 501(c)(3) with Commissioner Cobb stating it could be transferred by just changing the officer names. He asked that the name be changed to the Clifford house, not the Clifford Taylor.

Jerry Cobb, Chamber of Commerce President, stated they would like to determine before the end of the year where they will go. He indicated they need two offices and a bathroom. He stated they only want to move once due to the need to install cameras and phones. He added that the current building is unsafe. He said some of the contents of the house need to be relocated before they can move in due to the items they need to store. He commented on the history of the Chamber location. He acknowledged the problem with theft and the lack of the bathroom upstairs. He stated he would like to have the situation resolved before the end of the year. He cited the benefits to locating at the Clifford house.

Commissioner Cobb asked if the Chamber wants to be at the museum or do they want to buy their own building.

Mr. Cobb indicated they are not in the position to buy a building.

Rick Gierok, Public Works Director, indicated that the current Chamber building is continuing to settle. He stated that the flooring system is not addressing the current issue. He stated it was previously estimated to cost \$180,000 to do the floor. To rehab the building, the price would exceed the cost to demolish and rebuild. He stated it would probably have to be built on pylons and it would be expensive. He expressed his opinion to not put additional money into the building. He stated they have had to redo the floors about every four years. He indicated the City had an engineering inspection done previously that cost about \$8 or \$9,000.

Commissioner Hawkins stated that if the Chamber uses the two offices, there would still need to be space for a City staff member.

Mr. Carrino confirmed there is one functional bathroom on the ground floor.

Discussion was held regarding whether or not there is another location that the Chamber could be located at including the Lake Community Action Agency (LCAA) building which the City also owns.

Karen Marshall stated that the only really historic item on the ground floor is the desk which could be moved to the upstairs. She stated everything else downstairs is not historic. She cited the possibility of renting a storage unit for some of the items. She indicated that if the Chamber wants to be there permanently, that could be done.

Erica Shay, incoming Chamber president, asked about available storage space. She also expressed concern about protecting their materials when the museum is open or during tours.

Mr. Carrino responded that the City would have to clear out more than just the two offices to provide some onsite storage.

Ms. Shay asked about parking for the trailer with Mr. Carrino responding that they could probably designate a parking space for it.

Mayor Holland expressed support for investigating the possibility of utilizing the LCAA building for the Chamber particularly with the storage issues.

Mr. Carrino noted the probability of LCAA asking for a reduction in their rent in the event they share space with the Chamber.

Mayor Holland commented on the need to find a location for the Chamber as soon as possible due to the unsafe conditions at the current location. He noted the discussion about needing to replace the Community Building which might provide space for the Chamber in the future.

Mr. Carrino indicated he could discuss space needs with the Chamber and then discuss that with LCAA.

Tammy Roundtree, Executive Director, expressed concern regarding using the Clifford house and not being able to make certain changes due to it being an historic building. She commented on how the Chamber obtains revenue from renting out their conference room and how it is used as a benefit to the Chamber members. She noted how the Chamber could utilize the house's yard for events. She emphasized the need to have a place to move to so they can begin preparations.

CONSENSUS: It was a consensus of the Commission to have Commissioner Hawkins and Tom Carrino meet with LCAA to discuss the possibility of having LCAA and the Chamber co-locate.

Mr. Carrino asked the Chamber to consider their space needs.

The Commission agreed that they would prefer to have the 501(c)(3) stay intact and just replace the board members.

Stefanie Carder expressed concern about the state of the Clifford house and cited the cost of operating the air conditioning. She cited the amount of materials the Chamber displays. She thanked the Commission for their assistance in helping the Chamber find a new location.

Mayor Holland commented on the benefits to the City provided by the Chamber.

Commissioner Hawkins and Mr. Carrino agreed they would attempt to meet with L
the next day.

Item 1.1

2. ADJOURNMENT: 6:26 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

MICHAEL L. HOLLAND
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: August 17, 2023

RE: Resolution Number 23-69: Railroad Reimbursement Agreement for Crossing Control Devices at W. Stevens Avenue

Introduction:

Resolution Number 23-69 authorizes execution of a railroad reimbursement agreement for the installation of grade crossing traffic control devices at W. Stevens Avenue, and future maintenance/adjustments of these devices.

Background:

The Florida Department of Transportation (FLDOT) is constructing, reconstructing or otherwise changing a portion of the Public Road System on W. Stevens Avenue. The FLDOT will furnish the necessary materials and install Automatic Grade Crossing Signals. After the installation of these signals is completed, fifty percent (50%) of the expenses for maintaining them will be borne by the City of Eustis and fifty percent (50%) will be borne by the FLDOT.

The FLDOT will service, operate and maintain the signals at the W. Stevens Avenue grade crossing until the signals are no longer necessary or until the crossing is abandoned. Cost of maintaining any additional or replacement signal equipment at this location will be shared between the City of Eustis and the FLDOT.

The City will agree to install and maintain advance warning signs and railroad crossing pavement markings at the grade crossings in accordance with the U.S. Department of Transportation Manual on Uniform Traffic Control Devices.

Recommended Action:

Staff recommends entering into this agreement with the Florida Department of Transportation to provide caution and safety at the railroad crossing located on W. Stevens Avenue.

Policy Implications:

n/a

Alternatives:

none

Budget/Staff Impact:

Staff would be responsible for installing and maintaining signs and pavement markings. The FLDOT would be responsible for the expense of installing the actual crossing signals and

gates, approximate cost is \$258,035; and will service, operate and maintain them. The City and FLDOT will share the cost of maintaining the Crossing Control devices, 50% each.

Prepared By:

Sally Mayer, Administrative Assistant – Public Utilities

Reviewed By:

Rick Gierok, PE – Director of Public Works

RESOLUTION NUMBER 23-69

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, AUTHORIZING EXECUTION OF A RAILROAD REIMBURSEMENT AGREEMENT FOR THE INSTALLATION OF GRADE CROSSING TRAFFIC CONTROL DEVICES AT W. STEVENS AVENUE, AND FUTURE MAINTENANCE AND ADJUSTMENT OF SAID DEVICES

WHEREAS, the State of Florida Department of Transportation is constructing, reconstructing or otherwise changing a portion of the public road system on W. Stevens Avenue; and

WHEREAS, this project shall call for the installation and maintenance of railroad grade crossing traffic control devices for railroad grade crossing over W. Stevens Avenue; and

WHEREAS, the City of Eustis shall enter into a Railroad Reimbursement Agreement with the State of Florida Department of Transportation and the Florida Central Railroad Company, LLC for the installation and maintenance of grade crossing traffic control devices on W. Stevens Avenue; and

WHEREAS, that the City assumes it's share of the costs for future maintenance and adjustment of these grade crossing traffic control devices as designated in the Railroad Reimbursement Agreement.

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

- (1) The City Commission hereby authorizes the City Manager to enter into agreement with the State of Florida Department of Transportation and the Florida Central Railroad Company, LLC; and
- (2) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 17th day of August, 2023, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, Acting City Clerk

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
RAILROAD REIMBURSEMENT AGREEMENT
GRADE CROSSING TRAFFIC CONTROL DEVICES - MUNICIPAL

725-090-27m
RAIL
OGC-12121
Page 1 of 8

FINANCIAL PROJECT NO.	ROAD NAME OR NUMBER	COUNTY NAME	PARCEL & RM/ NUMBER	FAP NUMBER
44963615701	W. STEVENS AVENUE	LAKE	1(11000-SIGM)	D523-014-B

THIS AGREEMENT, made and entered into this day of , 2023, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, hereinafter called the DEPARTMENT, and FLORIDA CENTRAL RAILROAD CO. LLC, a corporation organized and existing under the laws of FLORIDA, with its principal place of business in the City of PLYMOUTH, County of ORANGE,

State of FLORIDA, hereinafter called the COMPANY; and the city of EUSTIS, a municipal corporation, hereinafter called the CITY.

WITNESSETH:

WHEREAS, the DEPARTMENT is constructing, reconstructing or otherwise changing a portion of the Public Road System, designated by the Financial Project ID 449636-1-57-01, on W. STEVENS AVE, which crosses at grade the right of way and tracks of the COMPANY'S Milepost ASD-818.19, FDOT/AAR Crossing Number 622010Y, at or near EUSTIS, as shown on DEPARTMENT'S Plan Sheet No. 509-070 & 509-100, attached hereto as a part hereof; and

NOW, THEREFORE, in consideration of the mutual undertakings as herein set forth. the parties hereto agree as follows:

1. The COMPANY shall furnish the necessary materials and install Automatic Grade Crossing Signals Type _1_1_1 Class _1_1_1 and/or other traffic control devices at said location on an actual cost basis and in accordance with the attached detailed statement of the work, plans, and specifications; and the Standard Plans Index 509-070 and 711-001, and the FOOT Design Manual (FDM). which is attached hereto and by reference made a part hereof.

2. After installation of said signals is completed, fifty (50%) percent of the expense thereof in maintaining the same shall be borne by the CITY and fifty (50%) percent shall be borne by the COMPANY, as enumerated by the Schedule of Annual Cost of Automatic Highway Grade Crossing Devices attached hereto and by this reference made a part hereof and subject to future revision.

3. After said signals have been installed and found to be in satisfactory working order by the parties hereto, the same shall be immediately put into service, operated and maintained by the COMPANY so long as said COMPANY or its successors or assigns shall operate the said signals at said grade crossing; or until it is agreed between the parties

hereto that the signals are no longer necessary or until the said crossing is abandoned; or legal requirements occur which shall cease operation of signals thereat. The COMPANY agrees that any future relocation or adjustment of said signals shall be performed by the COMPANY, but at the expense of the party initiating such relocation. Upon relocation the maintenance responsibilities shall be in accordance with the provisions of this agreement. It is further agreed that the cost of maintaining any additional or replacement signal equipment at the same location will be shared as provided under Paragraph 2. above.

4. Unless otherwise agreed upon herein, the CITY agrees to ensure that at the crossing the advance warning signs and railroad crossing pavement markings will conform to the U.S. Department of Transportation Manual on Uniform Traffic Control Devices within 30 days of notification that the railroad signal improvements have been completed and that such signs and pavement markings will be continually maintained at an acceptable level.

5. The COMPANY hereby agrees to install and/or adjust the necessary parts of its facilities along said road

in accordance with the provisions set forth in the:

0 (a) DEPARTMENT Procedure No. 725-080-002 Appendix D.4, and Rule 14.57.011 "Public Railroad-Highway Grade Crossing Costs", Florida Administrative Code.

[8J (b) Federal Highway Administration Federal-Aid Policy Guide, 23 C.F.R. Subchapter G, Part 646, Subpart B, and 23 C.F.R., Subchapter B, Part 140, Subpart I,

and any supplements thereto or revisions thereof, which, by reference hereto, are made a part hereof. The COMPANY further agrees to do all of such work, with its own forces or by a contractor paid under a contract let by the COMPANY, all under the supervision and approval of the DEPARTMENT and the Federal Highway Administration, when applicable.

6. The DEPARTMENT hereby agrees to reimburse the COMPANY for all costs incurred by it in the installation and/or adjustment of said facilities, in accordance with the provisions of Procedure No. 725-080-002 Appendix D-4 "Billing Requirements," and any supplements thereto or revisions thereof. It is understood and agreed by and between the parties hereto that preliminary engineering costs not incorporated within this agreement shall not be subject to payment by the DEPARTMENT.

7. Attached hereto, and by this reference made a part hereof, are plans and specifications of the work to be performed by the COMPANY pursuant to the terms hereof, and an itemized estimate of the cost thereof in the amount of \$ 211,950.00. All work performed by the COMPANY pursuant hereto, shall be performed according to these plans and specifications as approved by the DEPARTMENT and the Federal Highway Administration if federal aid participating; and all subsequent plan changes shall likewise be approved by the DEPARTMENT and the Federal Highway Administration, when applicable.

8. All labor, services, materials, and equipment furnished by the COMPANY in carrying out the work to be performed hereunder shall be billed by the COMPANY direct to the DEPARTMENT. Separate records as to the costs of contract bid items and force account items performed for the COMPANY shall also be furnished by the COMPANY to the DEPARTMENT.

9. The COMPANY has determined that the method to be used in developing the relocation or installation cost

shall be as specified for the method checked and described hereafter:

(a) Actual and related indirect costs accumulated in accordance with a work order accounting procedure prescribed by the applicable Federal or State regulatory body.

(b) Actual related indirect costs accumulated in accordance with an established accounting procedure developed by the COMPANY and approved by the DEPARTMENT.

(c) An agreed lump sum\$, as supported by a detail analysis of estimated cost attached hereto. (NOTE: This method is not applicable where the estimated cost of the proposed adjustment exceeds \$100,000.)

10. The installation and/or adjustment of the **COMPANY'S** facility as planned will involve additional work over and above the minimum reimbursable requirements of the DEPARTMENT. (If upgrading and/or nonreimbursable work is involved at the option of the COMPANY, then credit against the cost of the project is required and will be governed by the method checked and described hereafter):

(a) % will be applied to the final billing of work actually accomplished to determine required credit for (betterment) and/or (expired service life) and/or (nonreimbursable segments).

(b) All work involving nonreimbursable segments will be performed by special COMPANY work or job order number apart and separate from the reimbursable portion of the work; such work or job order number to be__. The COMPANY further agrees to clearly identify such additional work areas in the COMPANY'S plans and estimates for the total work covered by this Agreement.

(c) \$ _ credited for betterment expired service life nonreimbursable segments in accord with Article 9.(c) hereinabove.

11. It is specifically agreed by and between the DEPARTMENT and the COMPANY that the DEPARTMENT

shall receive fair and adequate credit for any salvage which shall accrue to the COMPANY as a result of the above installation and/or adjustment work.

12_ It is further agreed that the cost of all improvements made during this adjustment work shall be borne by

the COMPANY, subject only to the DEPARTMENT bearing such portion of this cost as represents the cost of adjustment of previously existing facility, less salvage credit as set forth in the immediately preceding paragraph.

13. Upon completion of the work the COMPANY shall, within one hundred eighty (180) days, furnish the DEPARTMENT with two (2) copies of its final and complete billing of all costs incurred in connection with the work performed hereunder, such statement to follow as closely as possible the order of the items contained in the estimate attached hereto. The totals for labor, overhead, travel expense, transportation, equipment, material and supplies, handling costs and other services shall be shown in such a manner as will permit ready comparison with the approved plans and estimates. Materials shall be itemized where they represent major components of cost in the relocation following the pattern set out in the approved estimate as closely as is possible. Salvage credits from recovered and replaced permanent and recovered temporary materials shall be reported in said bills in relative position with the charge for the replacement or the original charge for temporary use.

The final billing shall show the description and site of the Project; the date on which the first work was performed, or, if preliminary engineering or right-of-way items are involved, the date on which the earliest item of billed expense was incurred; the date on which the last work was performed or the last item of billed expense was incurred; and the location where the records and accounts billed can be audited. Adequate reference shall be made in the billing to the COMPANY'S records, accounts and other relevant documents. All cost records and accounts shall be subject to audit by a representative of the DEPARTMENT. Upon receipt of invoices, prepared in accordance with the provisions of the above indicated Reimbursement Policy, the DEPARTMENT agrees to reimburse the COMPANY in the amount of such actual costs as approved by the DEPARTMENT'S auditor.

14. Payment shall be made only after receipt and approval of goods and services unless advance payments

are authorized by the DEPARTMENT's Comptroller under Section 334.044(29), F.S., or by the Department of Financial Services under Section 215.422(14), Florida Statutes (F.S.).

15. In accordance with Section 287.058, Florida Statutes, the following provisions are in this Agreement:

If this Contract involves units of deliverables, then such units must be received and accepted in writing by the Contract Manager prior to payments. Bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and post audit thereof.

16. Bills for travel expenses specifically authorized in this agreement shall be submitted and paid in accordance with DEPARTMENT Rule 14-57.011 "Public Railroad-Highway Grade Crossing Costs" and the Federal Highway Administration Federal-Aid Policy Guide, Subchapter B, Part 140, Subpart I "Reimbursement for Railroad Work."

17. In accordance with Section 215.422, Florida Statutes, the following provisions are in this Agreement:

Contractors providing goods and services to the Department should be aware of the following time frames. Upon receipt, the Department has five (5) working days to inspect and approve the goods and services, unless the Agreement specifies otherwise. The Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved.

If a payment is not available within 40 days, a separate interest penalty at a rate as established pursuant to Section 215.422(3)(b), Florida Statutes, will be due and payable, in addition to the invoice amount, to the Contractor. Interest penalties of less than one (1) dollar will not be enforced unless the Contractor requests payment. Invoices which have to be returned to a Contractor because of Contractor preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for contractors/vendors who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Division of Consumer Services at 1-877-693-5236.

18. In the event this contract is for services in excess of TWENTY FIVE THOUSAND DOLLARS (\$25,000.00) and a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that such funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of TWENTY FIVE THOUSAND DOLLARS (\$25,000.00) and which have a term for a period of more than one year.

19. In accordance with Section 287.133 (2)(a), Florida Statutes, the following provisions are included in this Agreement:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s.287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

20. In accordance with Section 287.134(2)(a), Florida Statutes, the following provisions are included in this Agreement:

An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.

21. In accordance with Section 287.0582, Florida Statutes, the following provision is included in this Agreement:

The Department's obligation to pay under this section is contingent upon an annual appropriation by the Florida Legislature.

22. The COMPANY covenants and agrees that it will indemnify and hold harmless the DEPARTMENT and all of the DEPARTMENT'S officers, agents, and employees from any claim, loss, damage, cost charge, or expense arising out of any act, action, neglect, omission or delay by the COMPANY during the performance of the contract, whether direct or indirect, and whether to any person or property to which the DEPARTMENT or said parties may be subject, except that neither the COMPANY nor any of its sub-contractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the DEPARTMENT or any of its officers, agents, or employees.

23. COMPANY shall:

1. utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the COMPANY during the term of the contract; and
2. expressly require any subcontractors performing work or providing services pursuant to the state

contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

3. use steel and iron manufactured in the United States, in accordance with the Buy America provisions of 23 CFR 635.410, as amended. Ensure that all manufacturing processes for this material occur in the United States. As used in this specification, a manufacturing process is any process that modifies the chemical content, physical shape or size, or final finish of a product, beginning with the initial melting and continuing through the final shaping and coating. If a steel or iron product is taken outside the United States for any manufacturing process, it becomes foreign source material. When using steel or iron materials as a component of any manufactured product (e.g., concrete pipe, prestressed beams, corrugated steel pipe, etc.), these same provisions apply. Foreign steel and iron may be used when the total actual cost of such foreign materials does not exceed 0.1% of the total Contract amount or \$2,500, whichever is greater. These requirements are applicable to all steel and iron materials incorporated into the finished work but are not applicable to steel and iron items that the COMPANY uses but does not incorporate into the finished work. Submit a certification from the manufacturer of steel or iron, or any product containing steel or iron, stating that all steel or iron furnished or incorporated into the furnished product was produced and manufactured in the United States or a statement that the product was produced within the United States except for minimal quantities of foreign steel and iron valued at \$ (actual cost). Submit each such certification to the Engineer prior to incorporating the material or product into the project. Prior to the use of foreign steel or iron materials on a project, submit invoices to document the actual cost of such material, and obtain the Engineer's written approval prior to incorporating the material into the project; and

4. comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the COMPANY pursuant thereto. The COMPANY shall include the attached Title VI / Nondiscrimination Assurance in all contracts with consultants and contractors performing work on the Project that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.

24. It is understood and agreed by the parties to this Agreement that if any part, term, or provision of this Agreement is held illegal by the courts or in conflict with any law of the State of Florida, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

25. Any questions or matters arising under this Agreement as to validity, construction, enforcement, performance, or otherwise, shall be determined in accordance with the laws of the State of Florida. Venue for any action arising out of or in any way related to this Agreement shall lie exclusively in a state court of appropriate jurisdiction in Leon County, Florida.

26. The parties agree to bear their own attorney's fees and costs with respect to this Agreement.

27. The parties agree that this Agreement is binding on the parties, their heirs-at-law, and their assigns
and

successors in interest as evidenced by their signatures and lawful executions below.

28. A modification or waiver of any of the provisions of this Agreement shall be effective only if made in writing

and executed with the same formality as this Agreement.

29. This project includes the installation of (2) flashing lights & gates, a cabinet, island circuit, cable, conduit, labor, power and related costs.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers, the day and year first above written.

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

BY: _____

(TITLE: Charles Hettinger, Jr., PE)

COMPANY: FLORIDA CENTRAL RAILROAD COMPANY, LLC

BY: _____

(TITLE: _____)

CITY OF EUSTIS, FLORIDA

BY: _____

(TITLE: _____)

Legal Review

Approved as to Funds Available

Approved as to FAPG Requirements

BY: _____ BY: N/A _____

BY: N/A

Attorney - DOT Date

Comptroller - DOT Date

FHWA Date

**CITY RESOLUTION
GRADE CROSSING TRAFFIC CONTROL DEVICES AND FUTURE RESPONSIBILITY**

FINANCIAL PROJECT NO.	ROAD NAME OR NUMBER	COUNTY NAME	PARCEL & R/W NUMBER	FAP NUMBER
44963615701	W. STEVENS AVENUE	LAKE	1(11000-SIGM)	0523-014-8

A RESOLUTION AUTHORIZING EXECUTION OF A RAILROAD REIMBURSEMENT AGREEMENT FOR THE INSTALLATION OF GRADE CROSSING TRAFFIC CONTROL DEVICES, AND FUTURE MAINTENANCE AND ADJUSTMENT OF SAID DEVICES; PROVIDING FOR THE EXPENDITURE OF FUNDS; AND PROVIDING WHEN THIS RESOLUTION SHALL TAKE EFFECT.

RESOLUTION NO.

ON MOTION OF Commissioner (Councilman) ____, seconded by Commissioner (Councilman) ____, the following RESOLUTION was adopted:

WHEREAS, the State of Florida Department of Transportation is constructing, reconstructing or otherwise changing a portion of the Public Road System, on W. STEVENS AVENUE, which shall call for the installation and maintenance of railroad grade crossing traffic control devices for railroad grade crossing over or near said highway; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS; LAKE COUNTY, FLORIDA;

That the City of EUSTIS enter into a RAILROAD REIMBURSEMENT AGREEMENT with the State of Florida Department of Transportation and the FLORIDA CENTRAL RAILROAD COMPANY, LLC Company for the installation and maintenance of certain grade crossing traffic control devices designated as Financial Project Number 449636-1-57-01 on W. STEVENS AVENUE which crosses the right of way and tracks of the Company at FDOT/AAR Crossing No. 622010Y located near EUSTIS, Florida; and

That the City assume it's share of the costs for future maintenance and adjustment of said grade crossing traffic control devices as designated in the RAILROAD REIMBURSEMENT AGREEMENT; and

That the Mayor and City Clerk be authorized to enter into such agreements with the State of Florida Department of Transportation and the FLORIDA CENTRAL RAILROAD COMPANY, LLC Company as herein described; and

That this RESOLUTION shall take effect immediately upon adoption.

INTRODUCED AND PASSED by the City Commission of the City of EUSTIS, Florida, in regular session this ____ day of ____, 2023.

Mayor - Commissioner

ATTEST: _____ (SEAL)
City Auditor and Clerk

Crossing No: 622010Y

Roadway: W STEVENS AVE

RR Street:

District: 5 County: Lake

PUBLIC HWY

AT GRADE Commercial

City:

INCITY

OPEN-TRACK ACTIVE

Item 5.1

Rank 2018: 2560

SR No.:

RR Company:

FCEN Date: 03/04/2021

Rank 2017: 2563

CR No.:

Division Name:

FLORIDA BUSINE Team Members:

Rank 2016:

US No.:

Subdivision Name:

ORLANDO J. Ganey

Latitude: 28.843700

Branch Name:

ASD D. Mixon

Longitude: -81.690000

RR Milepost:

818.19 S. Iacono

Field Review Comments: Unnrade from XB's to FL&G's

Team Recommendations: 2-FL&G's- cabinet- cable conduit oower & remote

Highway Speed:	25	Train Speed Range:	1-20	U
Crossing Angle:	60-90 DEG	Max Time Table Speed:	20	<input type="checkbox"/>
MDT:	585 (2011)	Day Thru/Switch:	/2	<input type="checkbox"/>
Percent Trucks:	14 (2009)	Night Thru/Switch:	/	<input type="checkbox"/>
School Buses:	6 (2020)	Train Service: Freight, TourisUOther		<input type="checkbox"/>
Street Types:	Two-Way Street	Passenger CounUDay:	0	<input type="checkbox"/>
Thru Lanes:	2	Train Count Date:	07/11/2018	<input type="checkbox"/>
Aux Lanes:	0	Main Tracks:	1	<input type="checkbox"/>
Hazmat Route?	NO	Other Tracks:	(1) Spur/Lead	<input type="checkbox"/>
Emergency Services Route?	YES	Train Signals?	NO	<input type="checkbox"/>
Emergency Notification Signs:	YES	Train Signal Proximity:	NO	<input type="checkbox"/>
Crossbuck(4x4 post):	2	Train Detection:	None	
Crossbuck Sign:	2	Event Recorder?		<input type="checkbox"/>
Stop Sign:	2	Number of Bells:	0	
Yield Sign:	0	Post Mounted Flashing Lights:	0	<input type="checkbox"/>
Low Ground Clearance Signs:	0	Roadway Gate Count:	0	<input type="checkbox"/>
Exempt Signs:		Pedestrian Gate Count:	0	<input type="checkbox"/>
Trespass Signs:	NO	Gates:		<input type="checkbox"/>
W10-1 1	R10-6a 0	W8-1 0	Cantilevered Flashing Over Traffic:	0 <input type="checkbox"/>
W10-2 0	R11-2 0	W10-8 0	Cantilevered Flashing Not Over Traffic:	0
W10-3 0	R15-2P 2	W10-9 0	Intersecting Roadway?	YES <input type="checkbox"/>
W10-4 0	R15-6 0	W10-9P 0	Signalized?	NO <input type="checkbox"/>
W10-11 0	R15-6a 0	W10-11a 0	Interconnection:	Not Interconnected <input type="checkbox"/>
W10-12 0	R15-7 0	W10-11b 0	Traffic Signals Controlling?	<input type="checkbox"/>
R3-1a 0	R15-7a 0	W10-13P 0	Preemption:	<input type="checkbox"/>
R3-2a 0	R15-8 0	W10-14P 0	Does traffic queue across the tracks?	NO <input type="checkbox"/>
R8-8 0	Pvt Crossing 0	W10-14aP 0	Traffic Pre-Signals?	NO <input type="checkbox"/>
R8-9 0	Look Out 0	W10-15P 0	8" Count:	0 <input type="checkbox"/>
R8-10 0	R8-8 w/Beacon 0	Slow 0	12" Count:	0 <input type="checkbox"/>
R8-10a 0	W3-1	W10-1w/Beacon 0	LED Count:	0 <input type="checkbox"/>
R10-6 0	W3-3	LED Signs 0	Install - Upgrade:	-- <input type="checkbox"/>
Surface Installment Date:				<input type="checkbox"/>
Surface Type:	ASPHALT			<input type="checkbox"/>
Pvmt Mrk:				<input type="checkbox"/>
Surface Condition:	EXCELLENT	Maintenance Responsibility:	CITY	<input type="checkbox"/>
Approach:	B= Uneven	Roadway Paved:	YES	<input type="checkbox"/>
Vehicle Reaction:	B = Vibrating	Tracks run down street?	NO	<input type="checkbox"/>
Driver Reaction:	A = No reaction	Sidewalks on Crossing Approach?	YES	<input type="checkbox"/>



4. INSTALL A 6'X6'HOUSE, ISLAND ONLY,2 FLASHER/GATE,NEW LED FLASHLIGHTS.

SILVERMETEOR **622368V**

ENGINEERING	6,500.00
CONTROL MATERIAL	59,086.00
SIGNAL MATERIAL	38,130.00
FIELD MATERIAL	44,288.00
SHIPPING	14,151.00
FIELD WIRING OF HOUSE	4,000.00
ROAD BORE	9,000.00
INSTALLATION - LABOR	28,383.00
EQUIPMENT	5,346.60
TEST & PLACE "IN SERVICE"	1,500.00
MOBILIZATION	4,500.00
RR OVERSIGHT	10,000.00

\$224,884.60

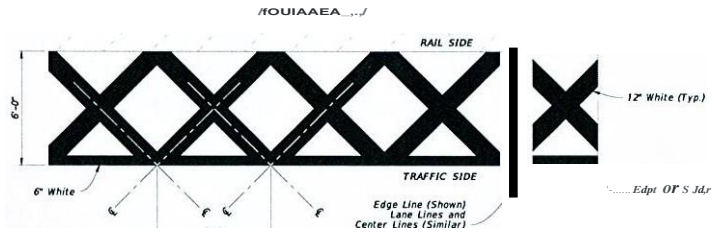
5. INSTALL A 8'X8' HOUSE, ISLAND ONLY ,2 FLASHER/GATE,NEW LED FLASHLIGHTS

STEVENS AVE **622010Y**

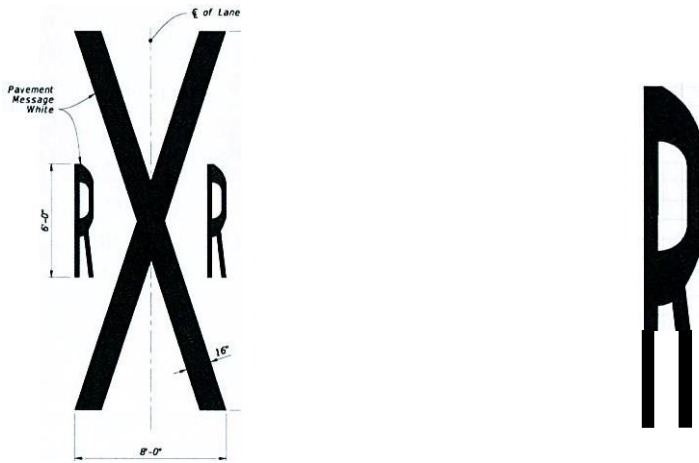
ENGINEERING	6,500.00
CONTROL MATERIAL	65,719.00
SIGNAL MATERIAL	38,130.00
FIELD MATERIAL	66,473.00
SHIPPING	17,033.00
FIELD WIRING OF HOUSE	4,000.00
ROAD BORE	9,000.00
INSTALLATION - LABOR	29,833.00
EQUIPMENT	5,346.60
TEST & PLACE "IN SERVICE"	1,500.00
MOBILIZATION	4,500.00
RR OVERSIGHT	10,000.00

\$258,034.60

NOTE:
Orient Railroad Dynamic Envelope Markings as shown in the Plans.



RAILROAD DYNAMIC ENVELOPE (ROE) PAVEMENT MARKING DETAIL



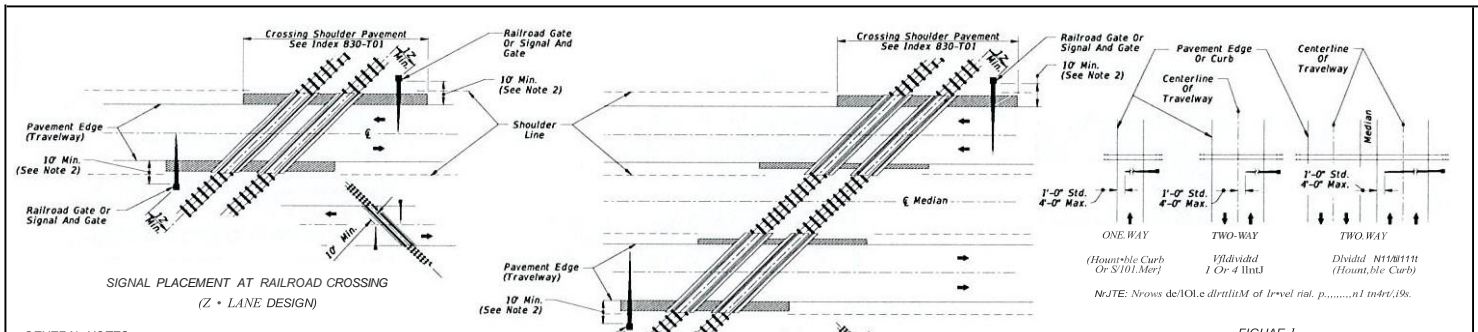
RAILROAD CROSSING PAVEMENT MESSAGE

MV ON DESCRIPTION:
11/01/21

FY 2022-23
STANDARD PLANS

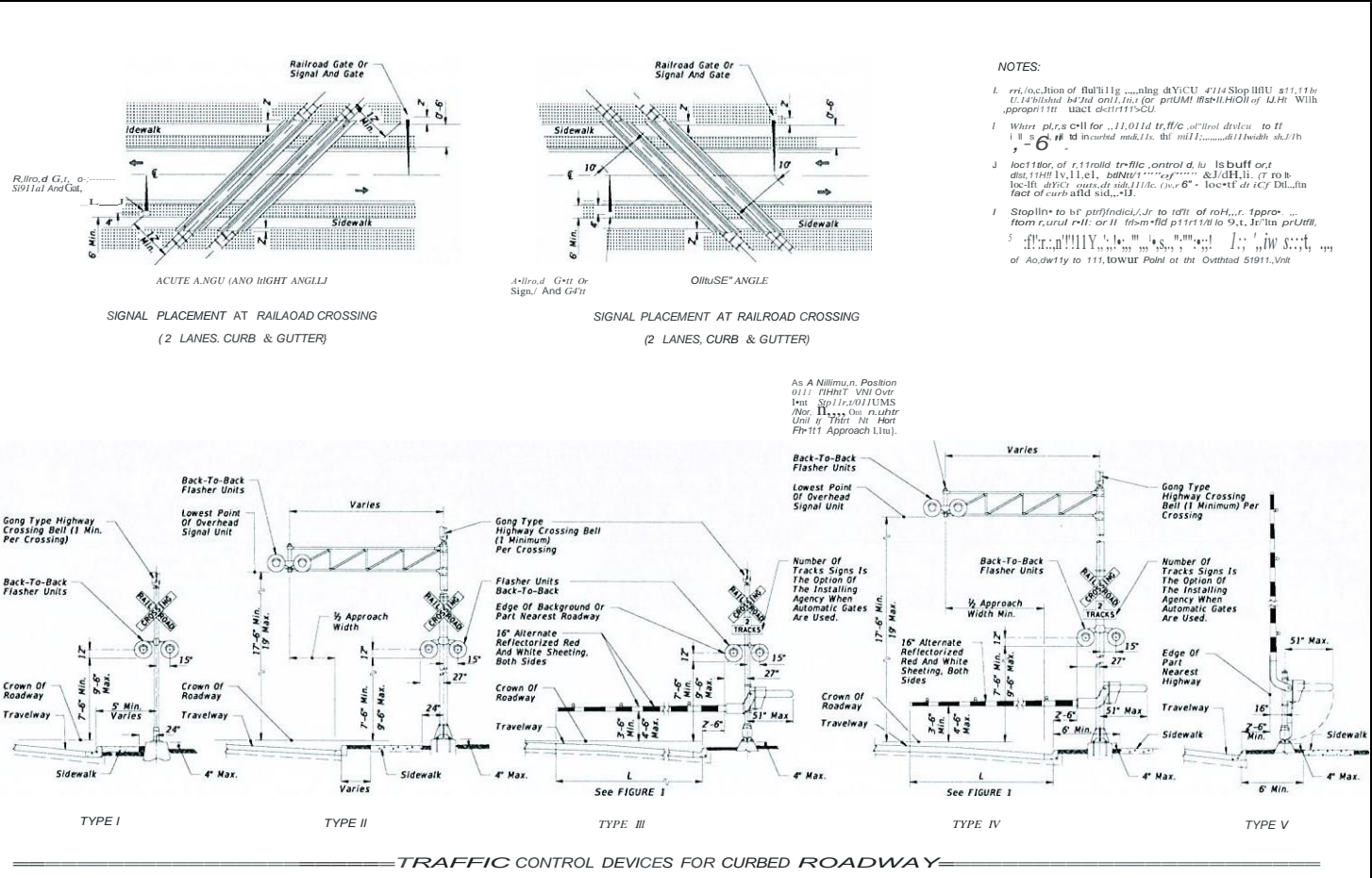
PAVEMENT MARKINGS

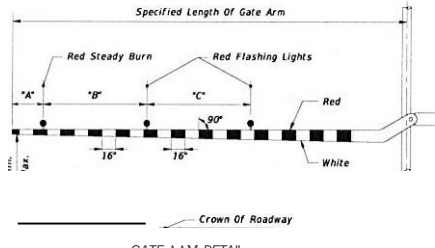
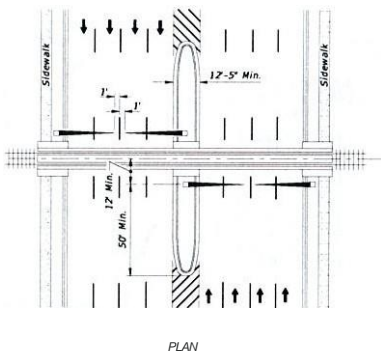
SHEET
711-001 13 of 13



GENERAL NOTES:

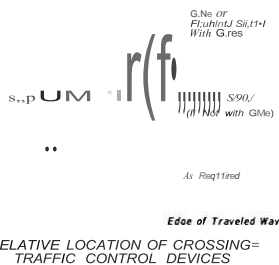
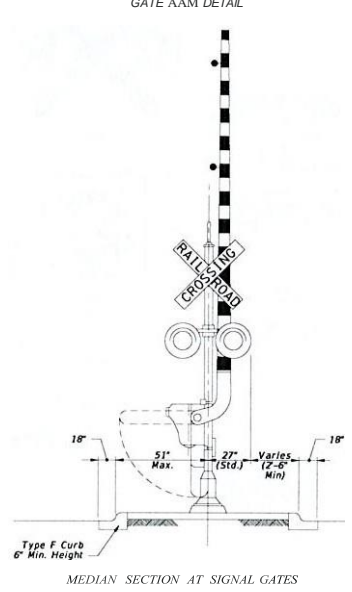
1. No guardrail is proposed for signals; however, some form of impact attenuation device may be specified for certain locations.
2. Advance flasher to be installed when and if called for in Plans or Specifications.
3. Top of foundation shall be 1/4" above grade.
4. Type of traffic control device
 - I Flashing warning devices
 - II Flashing warning devices with cantilever
 - III Flashing warning devices with gate
 - IV Flashing warning devices with cantilever and gate
 - V Gate
5. Class of traffic control devices (Not shown)
 - I 10' or greater height - 11' or 19' or 27' or 35' or 43' or 51' or 59' or 67' or 75' or 83' or 91' or 99' or 107' or 115' or 123' or 131' or 139' or 147' or 155' or 163' or 171' or 179' or 187' or 195' or 203' or 211' or 219' or 227' or 235' or 243' or 251' or 259' or 267' or 275' or 283' or 291' or 299' or 307' or 315' or 323' or 331' or 339' or 347' or 355' or 363' or 371' or 379' or 387' or 395' or 403' or 411' or 419' or 427' or 435' or 443' or 451' or 459' or 467' or 475' or 483' or 491' or 499' or 507' or 515' or 523' or 531' or 539' or 547' or 555' or 563' or 571' or 579' or 587' or 595' or 603' or 611' or 619' or 627' or 635' or 643' or 651' or 659' or 667' or 675' or 683' or 691' or 699' or 707' or 715' or 723' or 731' or 739' or 747' or 755' or 763' or 771' or 779' or 787' or 795' or 803' or 811' or 819' or 827' or 835' or 843' or 851' or 859' or 867' or 875' or 883' or 891' or 899' or 907' or 915' or 923' or 931' or 939' or 947' or 955' or 963' or 971' or 979' or 987' or 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Specified Length Of Gate Arm	Dimension "A"	Dimension "B"	Dimension "C"
14 ft	••	•••	•
15 ft	••	•••	•
16-17 ft	••	•••	••
18-19 ft	••	•••	••
20-23 ft	••	•••	••
24-27 ft	••	•••	••
28-31 ft	••	•••	••
32-37 ft	••	•••	••
38-40 ft	••	•••	••

NOTE:
 For additional information, refer to Manual on Uniform Traffic Control Devices, 11th Edition, Part VIII, 11th Edition, ASHTO "A Policy of Homogeneous Design and Highway Standards".



===== MEDIAN SIGNAL GATES FOR MULTILANE UNDIVIDED URBAN SECTIONS =====
 (Three or More Driving Lanes in one Direction, 45 mph or less)

LAST REVISION 02/05/21

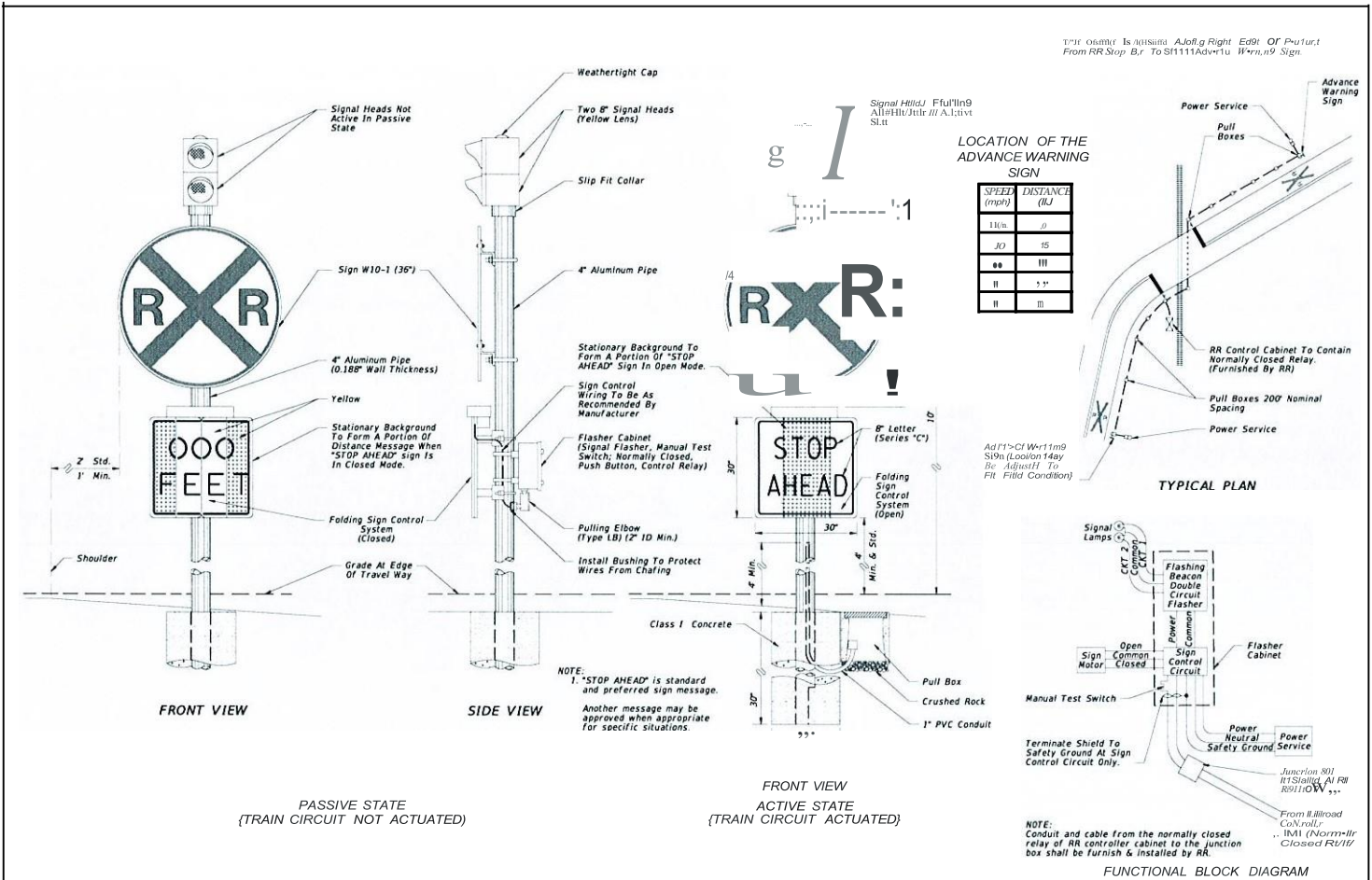
DESCRIPTION:

FY 2022-23
 STANDARD PLANS

RAILROAD GRADE CROSSING
 TRAFFIC CONTROL DEVICES

SHEET 509-070 3 of 3

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LAST REVISION 11/01/17	DESCRIPTION: FY 2020-21 STANDARD PLANS	ADVANCE WARNING FOR R/R CROSSING	INDEX 509-100	SHEET Joff
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City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: August 17, 2023

RE: Resolution Number 23-70: Railroad Reimbursement Agreement for Crossing Control Devices at W. Atwater Avenue

Introduction:

Resolution Number 23-70 authorizes execution of a railroad reimbursement agreement for the installation of grade crossing traffic control devices at W. Atwater Avenue, and future maintenance/adjustments of these devices.

Background:

The Florida Department of Transportation (FLDOT) is constructing, reconstructing or otherwise changing a portion of the Public Road System on W. Atwater Avenue. The FLDOT will furnish the necessary materials and install Automatic Grade Crossing Signals. After the installation of these signals is completed, fifty percent (50%) of the expenses for maintaining them will be borne by the City of Eustis and fifty percent (50%) will be borne by the FLDOT.

The FLDOT will service, operate and maintain the signals at the W. Atwater Avenue grade crossing until the signals are no longer necessary or until the crossing is abandoned. Cost of maintaining any additional or replacement signal equipment at this location will be shared between the City of Eustis and the FLDOT.

The City will agree to install and maintain advance warning signs and railroad crossing pavement markings at the grade crossings in accordance with the U.S. Department of Transportation Manual on Uniform Traffic Control Devices.

Recommended Action:

Staff recommends entering into this agreement with the Florida Department of Transportation to provide caution and safety at the railroad crossing located on W. Atwater Avenue.

Policy Implications:

n/a

Alternatives:

none

Budget/Staff Impact:

Staff would be responsible for installing and maintaining signs and pavement markings. The FLDOT would be responsible for the expense of installing the actual crossing signals and

gates, approximate cost is \$258,035; and will service, operate and maintain them. The City and FLDOT will share the cost of maintaining the Crossing Control devices, 50% each.

Prepared By:

Sally Mayer, Administrative Assistant – Public Utilities

Reviewed By:

Rick Gierok, PE – Director of Public Works

RESOLUTION NUMBER 23-70

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, AUTHORIZING EXECUTION OF A RAILROAD REIMBURSEMENT AGREEMENT FOR THE INSTALLATION OF GRADE CROSSING TRAFFIC CONTROL DEVICES AT W. ATWATER AVENUE, AND FUTURE MAINTENANCE AND ADJUSTMENT OF SAID DEVICES

WHEREAS, the State of Florida Department of Transportation is constructing, reconstructing or otherwise changing a portion of the public road system on W. Atwater Avenue; and

WHEREAS, this project shall call for the installation and maintenance of railroad grade crossing traffic control devices for railroad grade crossing over W. Atwater Avenue; and

WHEREAS, the City of Eustis shall enter into a Railroad Reimbursement Agreement with the State of Florida Department of Transportation and the Florida Central Railroad Company, LLC for the installation and maintenance of grade crossing traffic control devices on W. Atwater Avenue; and

WHEREAS, that the City assumes it's share of the costs for future maintenance and adjustment of these grade crossing traffic control devices as designated in the Railroad Reimbursement Agreement.

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

- (1) The City Commission hereby authorizes the City Manager to enter into agreement with the State of Florida Department of Transportation and the Florida Central Railroad Company, LLC; and
- (2) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 17th day of August, 2023, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
RAILROAD REIMBURSEMENT AGREEMENT
GRADE CROSSING TRAFFIC CONTROL DEVICES - MUNICIPAL

FINANCIAL PROJECT NO.	ROAD NAME OR NUMBER	COUNTY NAME	PARCEL & R/W NUMBER	FAP NUMBER
449414-1-57-01	W. Atwater Avenue	Lake	11500-SIGM	TBD

THIS AGREEMENT, made and entered into this ___ day of ___, ___, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, hereinafter called the DEPARTMENT, and Florida Central Railroad Company, LLC, a corporation organized and existing under the laws of Florida, with its principal place of business in the City of Apopka, County of Orange,

State of Florida, hereinafter called the COMPANY; and the city of Eustis, a municipal corporation, hereinafter called the CITY.

WITNESSETH:

WHEREAS, the DEPARTMENT is constructing, reconstructing or otherwise changing a portion of the Public Road System, designated by the Financial Project ID 449414-1-57-01, on W. Atwater Avenue, which crosses at grade the right of way and tracks of the COMPANY'S Milepost 818.600, FDOT/AAR Crossing Number 622009E, at or near Eustis, as shown on DEPARTMENT'S Plan Sheet No. N/A, attached hereto as a part hereof; and

NOW, THEREFORE, in consideration of the mutual undertakings as herein set forth, the parties hereto agree as follows:

1. The COMPANY shall furnish the necessary materials and install Automatic Grade Crossing Signals Type **!!! Class!!!** and/or other traffic control devices at said location on an actual cost basis and in accordance with the attached detailed statement of the work, plans, and specifications; and the Standard Plans Index 509-070 and 711-001, and the FOOT Design Manual (FDM), which is attached hereto and by reference made a part hereof.

2. After installation of said signals is completed, fifty (50%) percent of the expense thereof in maintaining the same shall be borne by the CITY and fifty (50%) percent shall be borne by the COMPANY, as enumerated by the Schedule of Annual Cost of Automatic Highway Grade Crossing Devices attached hereto and by this reference made a part hereof and subject to future revision.

3. After said signals have been installed and found to be in satisfactory working order by the parties hereto, the same shall be immediately put into service, operated and maintained by the COMPANY so long as said COMPANY or its successors or assigns shall operate the said signals at said grade crossing; or until it is agreed between the parties hereto that the signals are no longer necessary or until the said crossing is abandoned; or legal requirements occur which shall cease operation of signals thereat. The COMPANY agrees that any future relocation or adjustment of said signals shall be performed by the COMPANY, but at the expense of the party initiating such relocation. Upon relocation the maintenance responsibilities shall be in accordance with the provisions of this agreement. It is further agreed that the cost of maintaining any additional or replacement signal equipment at the same location will be shared as provided under Paragraph 2. above.

4. Unless otherwise agreed upon herein, the CITY agrees to ensure that at the crossing the advance warning signs and railroad crossing pavement markings will conform to the U.S. Department of Transportation Manual on Uniform Traffic Control Devices within 30 days of notification that the railroad signal improvements have been completed and that such signs and pavement markings will be continually maintained at an acceptable level.

5. The COMPANY hereby agrees to install and/or adjust the necessary parts of its facilities along said road in accordance with the provisions set forth in the:

(a) DEPARTMENT Procedure No. 725-080-002 Appendix 0.4, and Rule 14.57.011 "Public Railroad-Highway Grade Crossing Costs", Florida Administrative Code.

[81 (b) Federal Highway Administration Federal-Aid Policy Guide, 23 C.F.R. Subchapter G, Part 646, Subpart B, and 23 C.F.R., Subchapter B, Part 140, Subpart I,

and any supplements thereto or revisions thereof, which, by reference hereto, are made a part hereof. The COMPANY further agrees to do all of such work, with its own forces or by a contractor paid under a contract let by the COMPANY, all under the supervision and approval of the DEPARTMENT and the Federal Highway Administration, when applicable.

6. The DEPARTMENT hereby agrees to reimburse the COMPANY for all costs incurred by it in the installation and/or adjustment of said facilities, in accordance with the provisions of Procedure No. 725-080-002 Appendix D-4 "Billing Requirements," and any supplements thereto or revisions thereof. It is understood and agreed by and between the parties hereto that preliminary engineering costs not incorporated within this agreement shall not be subject to payment by the DEPARTMENT.

7. Attached hereto, and by this reference made a part hereof, are plans and specifications of the work to be performed by the COMPANY pursuant to the terms hereof, and an itemized estimate of the cost thereof in the amount of ~~\$234,325~~. All work performed by the COMPANY pursuant hereto, shall be performed according to these plans and specifications as approved by the DEPARTMENT and the Federal Highway Administration if federal aid participating; and all subsequent plan changes shall likewise be approved by the DEPARTMENT and the Federal Highway Administration, when applicable.

8. All labor, services, materials, and equipment furnished by the COMPANY in carrying out the work to be performed hereunder shall be billed by the COMPANY direct to the DEPARTMENT. Separate records as to the costs of contract bid items and force account items performed for the COMPANY shall also be furnished by the COMPANY to the DEPARTMENT.

9. The COMPANY has determined that the method to be used in developing the relocation or installation cost shall be as specified for the method checked and described hereafter:

- (a) Actual and related indirect costs accumulated in accordance with a work order accounting procedure prescribed by the applicable Federal or State regulatory body.
- (b) Actual related indirect costs accumulated in accordance with an established accounting procedure developed by the COMPANY and approved by the DEPARTMENT.
- (c) An agreed lump sum \$, as supported by a detail analysis of estimated cost attached hereto. (NOTE: This method is not applicable where the estimated cost of the proposed adjustment exceeds \$100,000.)

10. The installation and/or adjustment of the COMPANY'S facility as planned will will not involve additional work over and above the minimum reimbursable requirements of the DEPARTMENT. (If upgrading and/or nonreimbursable work is involved at the option of the COMPANY, then credit against the cost of the project is required and will be governed by the method checked and described hereafter):

- (a) ___ % will be applied to the final billing of work actually accomplished to determine required credit for {betterment) and/or (expired service life) and/or (nonreimbursable segments).
- (b) All work involving nonreimbursable segments will be performed by special COMPANY work or job order number apart and separate from the reimbursable portion of the work; such work or job order number to be---The COMPANY further agrees to clearly identify such additional work areas in the COMPANY'S plans and estimates for the total work covered by this Agreement.
- (c) \$___ credited for betterment expired service life nonreimbursable segments in accord with Article 9.(c) hereinabove.

11. It is specifically agreed by and between the DEPARTMENT and the COMPANY that the DEPARTMENT shall receive fair and adequate credit for any salvage which shall accrue to the COMPANY as a result of the above installation and/or adjustment work.

12. It is further agreed that the cost of all improvements made during this adjustment work shall be borne by the COMPANY, subject only to the DEPARTMENT bearing such portion of this cost as represents the cost of adjustment of previously existing facility, less salvage credit as set forth in the immediately preceding paragraph.

13. Upon completion of the work the COMPANY shall, within one hundred eighty (180) days, furnish the DEPARTMENT with two (2) copies of its final and complete billing of all costs incurred in connection with the work performed hereunder, such statement to follow as closely as possible the order of the items contained in the estimate attached hereto. The totals for labor, overhead, travel expense, transportation, equipment, material and supplies, handling costs and other services shall be shown in such a manner as will permit ready comparison with the approved plans and estimates. Materials shall be itemized where they represent major components of cost in the relocation following the pattern set out in the approved estimate as closely as is possible. Salvage credits from recovered and replaced permanent and recovered temporary materials shall be reported in said bills in relative position with the charge for the replacement or the original charge for temporary use.

The final billing shall show the description and site of the Project; the date on which the first work was performed, or, if preliminary engineering or right-of-way items are involved, the date on which the earliest item of billed expense was incurred; the date on which the last work was performed or the last item of billed expense was incurred; and the location where the records and accounts billed can be audited. Adequate reference shall be made in the billing to the COMPANY'S records, accounts and other relevant documents. All cost records and accounts shall be subject to audit by a representative of the DEPARTMENT. Upon receipt of invoices, prepared in accordance with the provisions of the above indicated Reimbursement Policy, the DEPARTMENT agrees to reimburse the COMPANY in the amount of such actual costs as approved by the DEPARTMENT'S auditor.

14. Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the DEPARTMENT's Comptroller under Section 334.044(29), F.S., or by the Department of Financial Services under Section 215.422(14), Florida Statutes (F.S.).

15. In accordance with Section 287.058, Florida Statutes, the following provisions are in this Agreement: If this Contract involves units of deliverables, then such units must be received and accepted in writing by the Contract Manager prior to payments. Bills for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and postaudit thereof.

16. Bills for travel expenses specifically authorized in this agreement shall be submitted and paid in accordance with DEPARTMENT Rule 14-57.011 "Public Railroad-Highway Grade Crossing Costs" and the Federal Highway Administration Federal-Aid Policy Guide, Subchapter B, Part 140, Subpart I "Reimbursement for Railroad Work."

17. In accordance with Section 215.422, Florida Statutes, the following provisions are in this Agreement: Contractors providing goods and services to the Department should be aware of the following time frames. Upon receipt, the Department has five (5) working days to inspect and approve the goods and services, unless the Agreement specifies otherwise. The Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved.

If a payment is not available within 40 days, a separate interest penalty at a rate as established pursuant to Section 215.422(3)(b), Florida Statutes, will be due and payable, in addition to the invoice amount, to the Contractor. Interest penalties of less than one (1) dollar will not be enforced unless the Contractor requests payment. Invoices which have to be returned to a Contractor because of Contractor preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for contractors/vendors who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516 or by calling the Division of Consumer Services at 1-877-693-5236.

18. In the event this contract is for services in excess of TWENTY FIVE THOUSAND DOLLARS (\$25,000.00) and a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the Comptroller of the Department that such funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding one year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of TWENTY FIVE THOUSAND DOLLARS (\$25,000.00) and which have a term for a period of more than one year.

19. In accordance with Section 287.133 (2)(a), Florida Statutes, the following provisions are included in this Agreement:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s.287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

20. In accordance with Section 287.134(2)(a), Florida Statutes, the following provisions are included in this Agreement:

An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.

21. In accordance with Section 287.0582, Florida Statutes, the following provision is included in this Agreement:

The Department's obligation to pay under this section is contingent upon an annual appropriation by the Florida Legislature.

22. The COMPANY covenants and agrees that it will indemnify and hold harmless the DEPARTMENT and all of the DEPARTMENT'S officers, agents, and employees from any claim, loss, damage, cost charge, or expense arising out of any act, action, neglect, omission or delay by the COMPANY during the performance of the contract, whether direct or indirect, and whether to any person or property to which the DEPARTMENT or said parties may be subject, except that neither the COMPANY nor any of its sub-contractors will be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of the DEPARTMENT or any of its officers, agents, or employees.

23. COMPANY shall:

1. utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the COMPANY during the term of the contract; and

2. expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

3. use steel and iron manufactured in the United States, in accordance with the Buy America provisions of 23 CFR 635.410, as amended. Ensure that all manufacturing processes for this material occur in the United States. As used in this specification, a manufacturing process is any process that modifies the chemical content, physical shape or size, or final finish of a product, beginning with the initial melting and continuing through the final shaping and coating. If a steel or iron product is taken outside the United States for any manufacturing process, it becomes foreign source material. When using steel or iron materials as a component of any manufactured product (e.g., concrete pipe, prestressed beams, corrugated steel pipe, etc.), these same provisions apply. Foreign steel and iron may be used when the total actual cost of such foreign materials does not exceed 0.1% of the total Contract amount or \$2,500, whichever is greater. These requirements are applicable to all steel and iron materials incorporated into the finished work but are not applicable to steel and iron items that the COMPANY uses but does not incorporate into the finished work. Submit a certification from the manufacturer of steel or iron, or any product containing steel or iron, stating that all steel or iron furnished or incorporated into the furnished product was produced and manufactured in the United States or a statement that the product was produced within the United States except for minimal quantities of foreign steel and iron valued at\$ (actual cost). Submit each such certification to the Engineer prior to incorporating the material or product into the project. Prior to the use of foreign steel or iron materials on a project, submit invoices to document the actual cost of such material, and obtain the Engineer's written approval prior to incorporating the material into the project; and

4. comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the COMPANY pursuant thereto. The COMPANY shall include the attached Title VI/ Nondiscrimination Assurance in all contracts with consultants and contractors performing work on the Project that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.

24. It is understood and agreed by the parties to this Agreement that if any part, term, or provision of this Agreement is held illegal by the courts or in conflict with any law of the State of Florida, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

25. Any questions or matters arising under this Agreement as to validity, construction, enforcement, performance, or otherwise, shall be determined in accordance with the laws of the State of Florida. Venue for any action arising out of or in any way related to this Agreement shall lie exclusively in a state court of appropriate jurisdiction in Leon County, Florida.

26. The parties agree to bear their own attorney's fees and costs with respect to this Agreement.

27. The parties agree that this Agreement is binding on the parties, their heirs-at-law, and their assigns and successors in interest as evidenced by their signatures and lawful executions below.

28. A modification or waiver of any of the provisions of this Agreement shall be effective only if made in writing and executed with the same formality as this Agreement.

29. This project includes the installation of 2 flashing lights & gates, a cabinet, PMD4, and relays.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed by their duly authorized officers, the day and year first above written.

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

BY: _____

(TITLE: Charles M. Hettinger Jr., P.E. Director of Transporaton Operations

COMPANY: Florida Central Railroad Company, LLC

BY: _____

(TITLE: _____

CITY OF Eustis _____, FLORIDA

BY: _____

(TITLE: _____

Legal Review
BY: _____
Attorney - DOT Date

Approved as to Funds Available
BY: _____
Comptroller - DOT Date

Approved as to FAPG Requirements
BY: _____
FHWA Date

CITY RESOLUTION
GRADE CROSSING AND CROSSING TRAFFIC CONTROL DEVICES, FUTURE RESPONSIBILITY

FINANCIAL PROJECT NO.	ROAD NAME OR NUMBER	COUNTY NAME	PARCEL & R/W NUMBER	FAP NUMBER
449414-1-57-01	W. Atwater Avenue	LAKE	11500-SIGM	TBD

A RESOLUTION AUTHORIZING EXECUTION OF A RAILROAD REIMBURSEMENT AGREEMENT FOR THE CONSTRUCTION OF RAILROAD GRADE CROSSINGS, INSTALLATION OF TRAFFIC CONTROL DEVICES FOR RAILROAD GRADE CROSSINGS, AND FUTURE MAINTENANCE AND ADJUSTMENT OF SAID CROSSINGS AND DEVICES; PROVIDING FOR THE FUTURE EXPENDITURE OF FUNDS; AND PROVIDING WHEN THIS RESOLUTION SHALL TAKE EFFECT.

RESOLUTION NO. 1

WHEREAS, the State of Florida Department of Transportation is constructing, reconstructing, or otherwise changing a portion of the public road system, on W. Atwater Avenue, which shall call for the installation and maintenance of railroad grade crossings and traffic control devices for railroad grade crossings over or near said highway; and

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

That the City of Eustis enter into a RAILROAD REIMBURSEMENT AGREEMENT with the State of Florida Department of Transportation and the Florida Central Railroad Company, LLC Company for the installation and maintenance of certain grade crossings and traffic control devices for grade crossings designated as Financial Project ID 449414-1-57-01 on W. Atwater Avenue which crosses the right of way and tracks of the Company at FDOT/AAR Crossing No. 622009E located in Eustis, Florida; and

That the City assumes its share of the costs for future maintenance and/or adjustment of said grade crossings and traffic control devices for grade crossings as designated in the RAILROAD REIMBURSEMENT AGREEMENT; and

That the Mayor and City Clerk be authorized to execute such agreements with the State of Florida Department of Transportation and the Florida Central Railroad Company, LLC Company as herein described; and

That this RESOLUTION shall take effect immediately upon adoption.

Duly Adopted by the City Commission of the City of Eustis, Florida, this ____ day of ____, ____.

Authorized Signature
Name: _____
Title: _____

ATTEST:.....: _____ (SEAL)

Authorized Signature
Name: _____
Title: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
RAILROAD GRADE CROSSING TRAFFIC CONTROL DEVICES
ANNUAL MAINTENANCE COSTS

Item 5.2

FINANCIAL PROJECT NO.	ROAD NAME OR NUMBER	COUNTY NAME	PARCEL & RMJ NUMBER	FAP NUMBER
449414-1-57-01	W. Atwater Ave	Lake	11500-SIGM	TBD

COMPANY NAME: Florida Central Railroad Company, LLC

A. FDOT/AAR XING NO.: 622009E RR MILE POST TIE: 818.600

B. TYPE SIGNALS PROPOSED: III CLASS: III DOT INDEX: 509-070 & 100

**SCHEDULE OF ANNUAL COST OF AUTOMATIC
HIGHWAY GRADE CROSSING TRAFFIC CONTROL DEVICES**

Annual Maintenance Cost Exclusive of Installation

CLASS	DESCRIPTION	<u>COST*</u>
	2-Quadrant Flashing Lights with One Track	\$2,608.00
II	2-Quadrant Flashing Lights with Multiple Tracks	\$3,451.00
III	2-Quadrant Flashing Lights and Gates with One Track	\$3,934.00
IV	2-Quadrant Flashing Lights and Gates with Multiple Tracks	\$4,940.00
V	3 or 4-Quadrant Flashing Lights and Gates with One Track	\$7,777.00
VI	3 or 4-Quadrant Flashing Lights and Gates with Multiple Tracks	\$9,759.00

AUTHORITY: FLORIDA ADMINISTRATIVE RULE 14-57.011
Public Railroad-Highway Grade Crossing Costs

EFFECTIVE DATE: July 22, 1982

GENERAL AUTHORITY: 334.044, F.S.

SPECIFIC LAW IMPLEMENTED: 335.141, F.S.

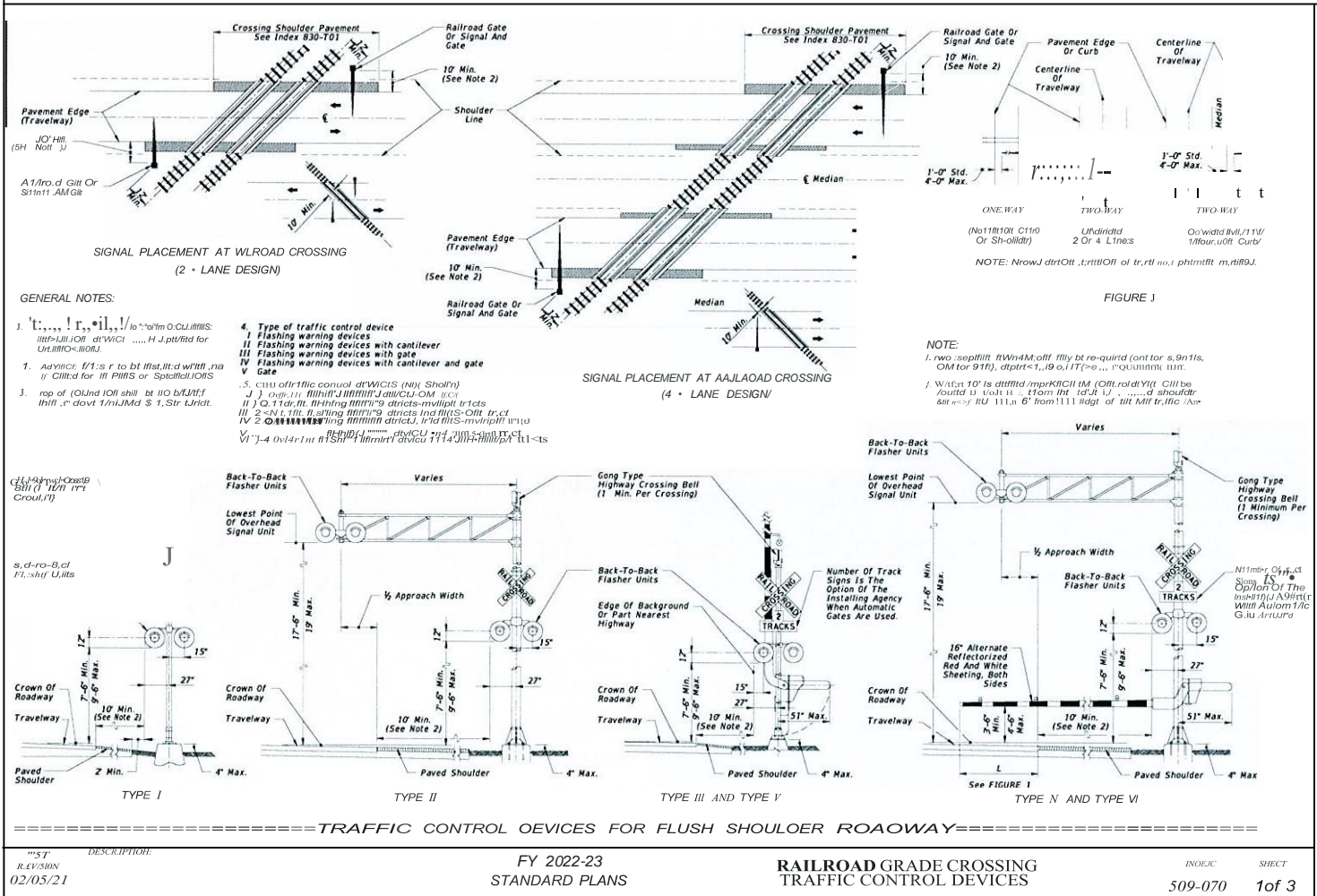
*This schedule will become effective July 1, 2021 and will be reviewed every 5 years and revised as appropriate based on the Consumer Price Index for all Urban Consumers published by the U.S. Department of Labor.

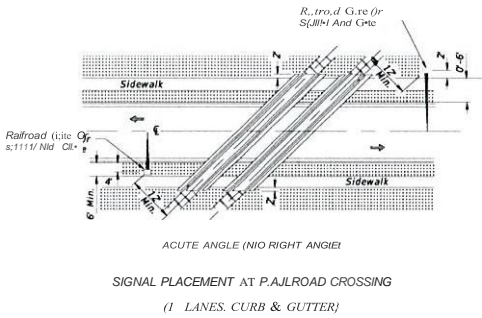
Rank 2018: 2740	SR No.:	RR Company:	FCEN	Date: 03/04/2021
Rank 2017: 2742	CR No.: CR 4423	Division Name:	TAMPA	Team Members: J. Ganey D. Mixon S. Iacono
Rank 2016:	US No.:	Subdivision Name:	UMATILLA	
	Latitude: 28.840100	Branch Name:	ASD 321	
	Longitude: -81.690000	RR Milepost:	818.60	
Field Review Comments: Unrgrade from XB's to FL&G's				
Team Recommendations: 2-FL&G's- cabinet cable- conduit nower PMD4 remote & shunt enhancer				

Highway Speed: 20	<input type="checkbox"/>	Train Speed Range: 1-30	<input type="checkbox"/>	
Crossing Angle: 60-90 DEG	<input type="checkbox"/>	Max Time Table Speed: 30	<input type="checkbox"/>	
MDT: 808 (2011)	<input type="checkbox"/>	Day Thru/Switch: /	<input type="checkbox"/>	
Percent Trucks: 15 (2009)	<input type="checkbox"/>	Night Thru/Switch: /	<input type="checkbox"/>	
School Buses: 0 (2020)	<input type="checkbox"/>	Train Service: Freight, Tourist/Other	<input type="checkbox"/>	
Street Types: Two-Way Street	<input type="checkbox"/>	Passenger Count/Day: 0	<input type="checkbox"/>	
Thru Lanes: 2	<input type="checkbox"/>	Train Count Date: 07/11/2018	<input type="checkbox"/>	
Aux Lanes: 0	<input type="checkbox"/>	Main Tracks: 1	<input type="checkbox"/>	
Hazmat Route? NO	<input type="checkbox"/>	Other Tracks:	<input type="checkbox"/>	
Emergency Services Route? YES	<input type="checkbox"/>		<input type="checkbox"/>	

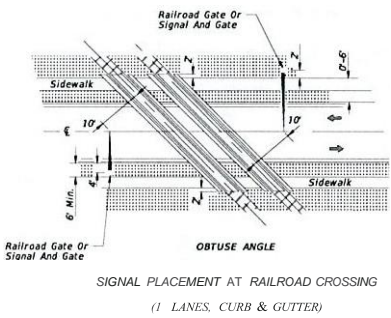
Emergency Notification Signs: YES	<input type="checkbox"/>	Train Signals? NO	<input type="checkbox"/>	
Crossbuck(4x4 post): 2	<input type="checkbox"/>	Train Signal Proximity: NO	<input type="checkbox"/>	
Crossbuck Sign: 2	<input type="checkbox"/>	Train Detection: None	<input type="checkbox"/>	
Stop Sign: 1	<input type="checkbox"/>	Event Recorder?	<input type="checkbox"/>	
Yield Sign: 0	<input type="checkbox"/>			
Low Ground Clearance Signs: 0	<input type="checkbox"/>	Number of Bells: 0	<input type="checkbox"/>	
Exempt Signs:	<input type="checkbox"/>	Post Mounted Flashing Lights: 0	<input type="checkbox"/>	
Trespass Signs: NO	<input type="checkbox"/>	Roadway Gate Count: 0	<input type="checkbox"/>	
W10-1 2	R10-6a 0	W8-1 0	<input type="checkbox"/>	
W10-2 0	R11-2 0	W10-8 0	<input type="checkbox"/>	
W10-3 0	R15-2F 0	W10-9 0	<input type="checkbox"/>	
W10-4 0	R15-6 0	W10-9P 0	<input type="checkbox"/>	
W10-11 0	R15-6a 0	W10-11a 0	<input type="checkbox"/>	
W10-12 0	R15-7 0	W10-11b 0	<input type="checkbox"/>	
R3-1a 0	R15-7a 0	W10-13P 0	<input type="checkbox"/>	
R3-2a 0	R15-8 0	W10-14P 0	<input type="checkbox"/>	
R8-8 0	Pvt Crossing 0	W10-14aP 0	<input type="checkbox"/>	
R8-9 0	Look Out 2	W10-15P 0	<input type="checkbox"/>	
RB-10 0	R8-8 w/Beacor 0	Slow 0	<input type="checkbox"/>	
R8-10a 0	W3-1 0	LED Signs 0	<input type="checkbox"/>	

Surface Installment Date:	<input type="checkbox"/>	12" Count: 0	<input type="checkbox"/>	
Surface Type: ASPHALT	<input type="checkbox"/>	LED Count: 0	<input type="checkbox"/>	
Pvmt Mrk:	<input type="checkbox"/>	Install - Upgrade: --	<input type="checkbox"/>	
Surface Condition: EXCELLENT	<input type="checkbox"/>	Maintenance Responsibility: CITY	<input type="checkbox"/>	
Approach: C = Minor erosion	<input type="checkbox"/>	Roadway Paved: YES	<input type="checkbox"/>	
Vehicle Reaction: C = Shaking	<input type="checkbox"/>	Tracks run down street? NO	<input type="checkbox"/>	
Driver Reaction: C =Most drivers slow down	<input type="checkbox"/>	Sidewalks on Crossing Approach? NO	<input type="checkbox"/>	
Rail/Pad Movement: B = Uneven	<input type="checkbox"/>	Sidewalks Thru Crossing? N/A	<input type="checkbox"/>	
Incident History: 12/2004		Crossing illuminated? NO	<input type="checkbox"/>	
		Commerical Power? YES	<input type="checkbox"/>	
		Alternative Power? NO	<input type="checkbox"/>	
Recommended Warnina Device: XBUCKS				



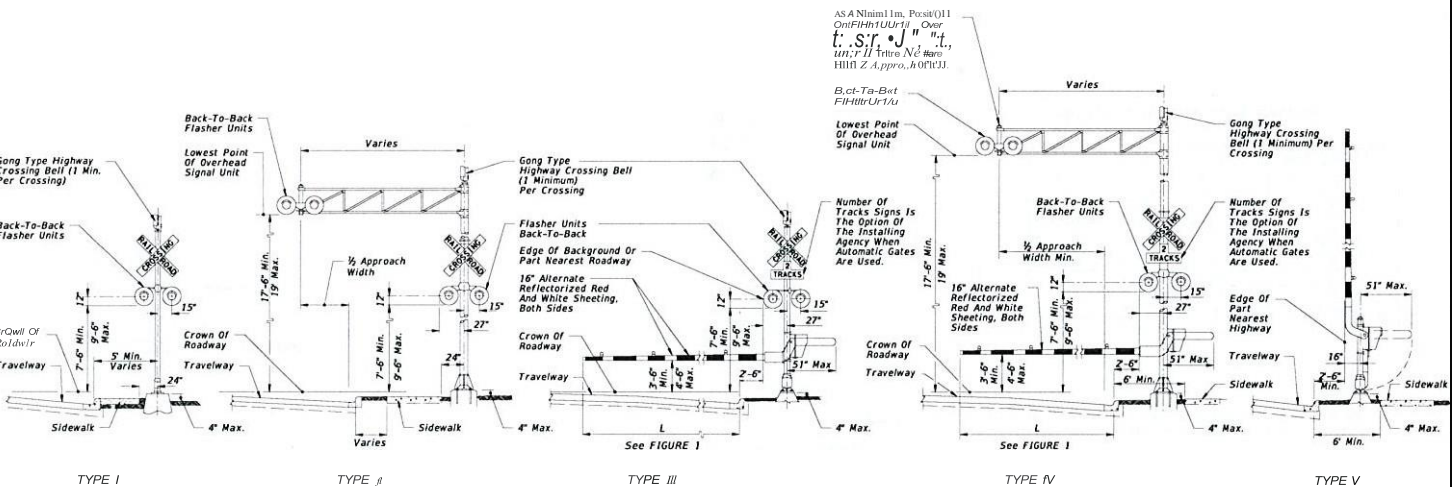


SIGNAL PLACEMENT AT RAILROAD CROSSING
(1 LANES, CURB & GUTTER)



SIGNAL PLACEMENT AT RAILROAD CROSSING
(1 LANES, CURB & GUTTER)

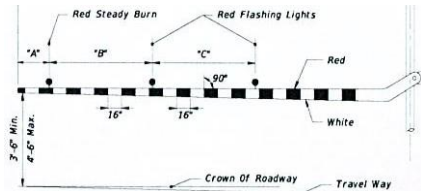
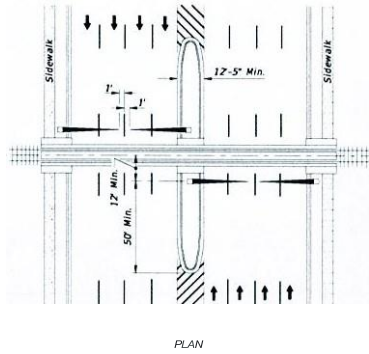
- NOTES:
- The location of the signal shall be such that it will be visible to the driver of a motor vehicle from a distance of 1/4 mile when the vehicle is approaching the crossing at a normal speed.
 - When a signal is used for automatic control of gates, the minimum distance between the signal and the gate shall be 175 feet.
 - When a signal is used for automatic control of gates, the signal shall be located on the side of the road nearest the gate.
 - When a signal is used for automatic control of gates, the signal shall be located on the side of the road nearest the gate.



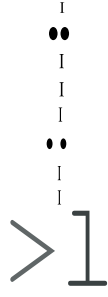
TRAFFIC CONTROL DEVICES FOR CURBED ROADWAY

LAST REVISION	DESCRIPTION	FY 2022-23	RAILROAD GRADE CROSSING TRAFFIC CONTROL DEVICES	SHEET
02/05/21		STANDARD PLANS		509-070 2 of 3

Sp... of GMT Ann



GATE ARM DETAIL

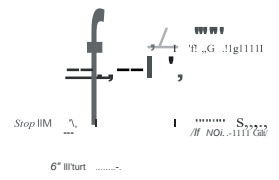


RAILROAD GATE ARM LIGHT SPACING			
Specified Length Of Gate Arm	Dimension "A"	Dimension "B"	Dimension "C"
14 Ft.	5'	5'	5'
16-11 Ft.	5'	5'	5'
11-14 Ft.	5'	5'	5'
10-11 Ft.	5'	5'	5'
12-20 Ft.	5'	5'	5'
19-24 Ft.	5'	5'	5'
11-14 Ft.	5'	5'	5'
15-21 Ft.	5'	5'	5'
38' And Over	5'	5'	5'

For... of...
 "A" Policy 011 Goint...
 "B" Policy 011 Goint...

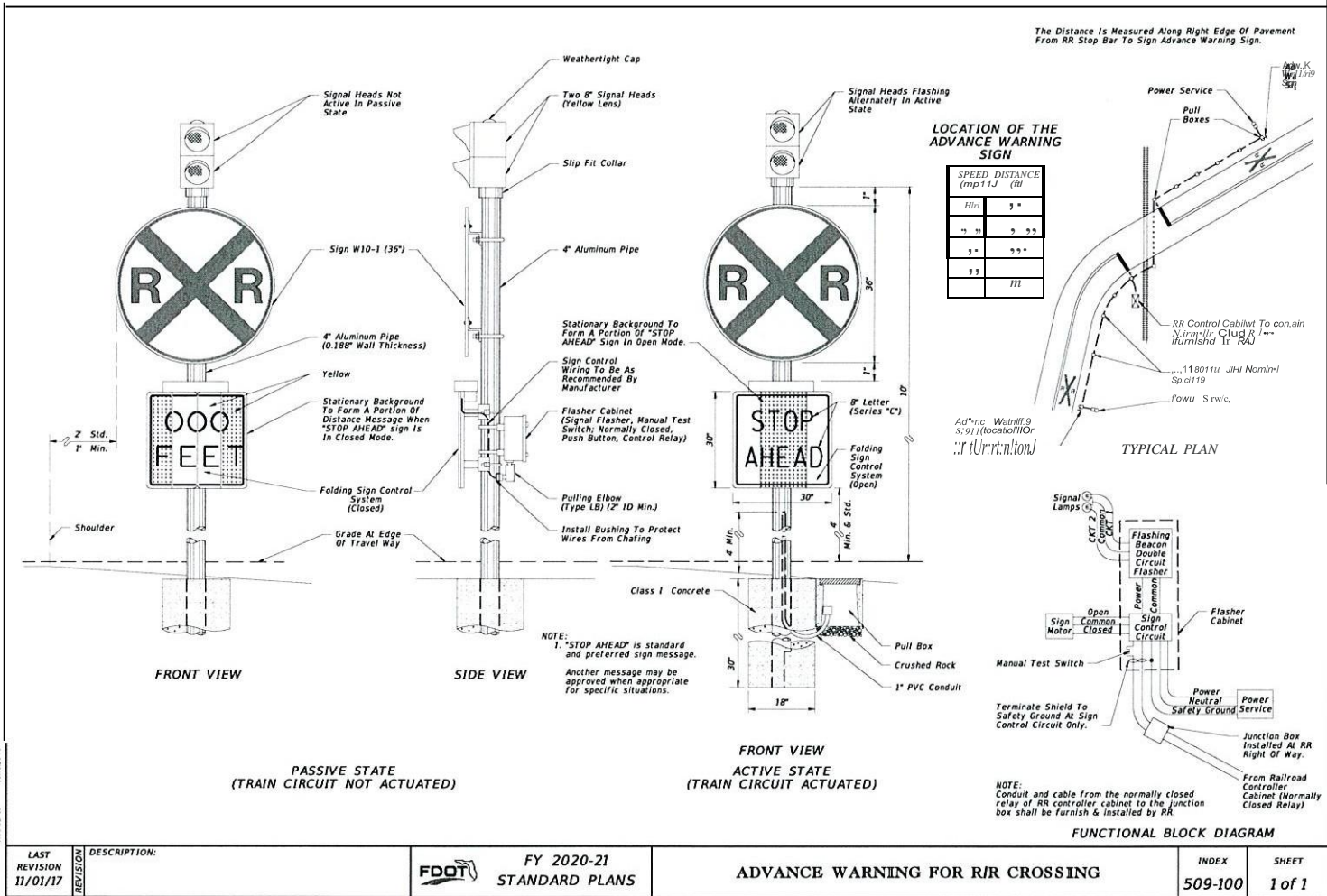
6" Min. H: 90"

MEDIAN SECTION AT SIGNAL GATES



RELATIVE LOCATION OF CROSSING= TRAFFIC CONTROL DEVICES

=====MEDIAN SIGNAL GATES FOR MULTILANE UNDIVIDED URBAN SECTIONS=====



11/01/17

<p>LAST REVISION 11/01/17</p>	<p>DESCRIPTION:</p>	<p>FY 2020-21 STANDARD PLANS</p>	<p>ADVANCE WARNING FOR R/R CROSSING</p>	<p>INDEX 509-100</p>	<p>SHEET 1 of 1</p>
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City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: AUGUST 17, 2023

RE: RESOLUTION NUMBER 23-71: APPROVING A PURCHASE IN EXCESS OF \$50,000 FOR TWO WATER DEPARTMENT REPLACEMENT VEHICLES

Introduction:

Resolution Number 23-71 approves an expenditure in excess of \$50,000 for two replacement vehicles that are essential to the daily operations of the Water Department.

Background:

The approved fiscal year 2022-2023 budget includes funds for the purchase of one replacement service vehicle and one replacement administration vehicle for the Water Department.

The two new vehicles are replacing timeworn, unreliable equipment that has been scheduled for replacement.

Vehicles were chosen from a provided list of available 2024 models. Pricing was quoted following Sourcwell Contract. Both vehicles are to be purchased from Alan Jay Fleet Sales through piggybacking the Sourcwell Contract.

<u>Replacement Vehicle</u>	<u>Price</u>
2024 Chevrolet Blazer	\$34,661
2024 Ford F-150 Regular Cab Truck	\$38,369

Recommended Action:

Staff recommends approval of Resolution Number 23-71.

Policy Implications:

Not applicable

Alternatives:

1. Approve Resolution Number 23-71
2. Deny Resolution Number 23-71

Discussion of Alternatives:

1. Alternative 1 approves the Resolution.

Advantages:

- The City will avoid expensive maintenance and repair on worn out vehicles.
- The City staff will have safe, reliable vehicles to use while performing daily responsibilities.

Disadvantages:

- Fiscal impact of the purchase.

2. Alternative 2 denies the Resolution.

Advantages:

- The City would not expend \$73,030.

Disadvantages:

- The safety of City staff is at risk if they continue to drive old, worn-out vehicles.
- Vehicle breakdowns could cause disruption in work schedules.

Budget/Staff Impact:

The funds were included in the approved Fiscal Year 2022-2023 budget for the purchase of these two vehicles. The total cost of the two vehicles is \$73,030, which falls within our budget. There will be additional costs for outfitting these vehicles, but sufficient funds are remaining.

Prepared By:

Melissa Fuller, Environmental Compliance Supervisor

Reviewed By:

Paul Shepherd, Water Superintendent

Greg Dobbins, Deputy Director Water/Wastewater

Rick Gierok, P.E., Director of Public Works/City Engineer

Attachments:

Resolution Number 23-71

Available Upon Request

Quotes

RESOLUTION NUMBER 23-71

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF \$50,000 FOR TWO WATER DEPARTMENT REPLACEMENT VEHICLES.

WHEREAS, one replacement service vehicle and one replacement administration vehicle are needed in the Water Department for daily operations; and

WHEREAS, the City’s approved 2022-2023 budget includes funds for the purchase of two replacement vehicles; and

WHEREAS, the City of Eustis Purchasing Department obtained quotes in accordance with the City’s purchasing policies through utilizing piggyback options on government contracts; and

WHEREAS, the vehicles will be purchased from Alan Jay Fleet Sales through piggybacking the Sourcewell Contract; and

WHEREAS, the City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$50,000.

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

- (1) The City Commission hereby authorizes a purchase in excess of \$50,000 for two replacement vehicles for the Water Department; and
- (2) The City Commission hereby authorizes the City Manager to execute all agreements and contracts associated with the approved purchase; and
- (3) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 17th day of August, 2023, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

ATTEST

Michael L. Holland
Mayor/Commissioner

Mary C. Montez
Acting 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 17th day of August, 2023, by Michael L. Holland, Mayor, and Mary C. Montez, Acting 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.

Date

City Attorney's Office

CERTIFICATE OF POSTING

The foregoing Resolution Number 23-71 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.

Date

Mary C. Montez, Acting 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: August 17, 2023

RE: Resolution Number 23-72: Approval of Purchase in Excess of \$50,000 for Change Order #4 of Construction of the Eastern WWTP Pond Liner Replacement.

Introduction:

Resolution Number 23-72 approves an expenditure of \$189,793.00 for Change Order Number 4, authorizing the City Staff to select Alternates 23 and 24 from Bid Number 013-21 to replace the asphalt pavement around the Eastern WWTP east and west reclaimed ponds; and authorizes the City Manager to execute all agreements and contracts associated with this change order from Westwind Contracting, Inc. (Contractor).

Background:

Upon approval of Resolution Number 22-60, the City Commission awarded Bid Number 013-21 to Westwind Contracting, Inc. to replace and install the Eastern WWTP east and west reclaimed pond liners for a total of \$1,305,593.96. Options were listed as possible future alternate work:

- Number 22: Supply and install geotextile throughout entire pond and in anchor trench.
- Number 23: Demolition – asphalt pavement around pond (outside demolition limits)
- Number 24: Asphalt pavement around pond replacement (outside demolition limits)
- Number 25: Fill material

The alternate work is to be added in as the budget allows. Currently, the budget has sufficient funds to execute Change Order Number 4, which includes add alternate Numbers 23 and 24.

The project is nearing completion and allowance for sediment removal has underrun the projected volume. A portion of these remaining funds are requested to be used to cover the price associated with the asphalt replacement identified in alternate 24 as well as an additional area desired to be repaved. This will authorize the Contractor to replace 3,518 square yards of asphalt around the Eastern WWTP reclaimed ponds for \$189,793.00. The scope of work for this change order includes the labor and materials to purchase and install the asphalt pavement.

- **Original CONTRACT PRICE:** \$ 1,305,593.96
- **Current CONTRACT PRICE ADJUSTED** by previous CHANGE ORDER: \$ 1,320,896.80
- **Net Increase Resulting from this CHANGE ORDER:** \$ 189,793.00
- **The current CONTRACT PRICE including this CHANGE ORDER:** \$ 1,510,689.80

Recommended Action:

Staff recommends approval of this resolution.

Alternatives:

1. Approve Resolution Number 23-72
2. Reject Resolution Number 23-72 and provide further direction to staff.

Discussion of Alternatives:

1. Alternative 1 would approve Resolution Number 23-72 to accept Change Order Number 4, authorizing Westwind Contracting, Inc. to replace the asphalt around the Eastern WWTP Reclaimed Holding Ponds.

Advantages:

- Paving the areas around the water reclaim holding ponds will ensure an extended useful service life.

Disadvantages:

- Fiscal impact of the project

2. Alternative 2 would reject Resolution Number 23-72

Advantages:

- The City would not spend \$189,793.00.

Disadvantages:

- The current asphalt will remain in its current poor condition and will need to be repaved in the near future at a higher cost.

Budget/Staff Impact:

The funds for the Eastern Wastewater Treatment Facility Pond Liner Improvements Project were included in the approved CIP Budget for fiscal years 2021-2022 and 2022-2023 in account number 042-8600-535-66-88.

Prepared By:

Daniel Millan, Staff Engineer

Reviewed By:

Rick Gierok, P.E. - Director of Public Works/City Engineer

Sally Mayer, Administrative Assistant – Public Utilities

Attachments:

- Resolution Number 23-72
- Change Order Number 4, upon request

RESOLUTION NUMBER 23-72

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF \$50,000 FOR CHANGE ORDER NO. 4 OF THE EASTERN WASTEWATER TREATMENT FACILITY POND LINER REPLACEMENT PROJECT, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL AGREEMENTS AND CONTRACTS ASSOCIATED WITH THIS CHANGE ORDER AND WESTWIND CONTRACTING, INC.

WHEREAS, the City's approved Capital Improvement Budget for fiscal years 2021-2022 and 2022-2023 include funds for the replacement of the pond liners at the Eastern Wastewater Treatment Facility; and

WHEREAS, the replacement of the pond liners at the Eastern Wastewater Treatment Facility will extend the useful service life of the ponds; and

WHEREAS, the City of Eustis, Florida, advertised invitations to bid (City of Eustis Bid #013-21) for the Eastern Wastewater Treatment Facility Pond Liner Replacement in accordance with City purchasing policies; and

WHEREAS, Westwind Contracting, Inc., Pembroke Park, Florida, was awarded Bid No. 13-21 as the lowest responsive, responsible bidder for the construction project; and

WHEREAS, the City desires to accept the Contract's work alternate numbers 23 and 24 (Change Order No. 4) to replace the asphalt pavement around the Eastern WWTP east and west reclaimed ponds; and

WHEREAS, the project's budget has sufficient funds to execute Change Order Number 4.

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

- (1) The City Commission hereby authorizes the acceptance of Change Order Number 4 from Westwind Contracting, Inc., Pembroke Park, Florida, in the amount of \$189,793 for the replacement of the asphalt pavement around the Eastern Wastewater Treatment Facility's east and west reclaimed ponds; and
- (2) The City Commission hereby authorizes the City Manager to execute all agreements and contracts associated with the approved purchase; and
- (3) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 17th day of August, 2023, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

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

ATTEST

Michael L. Holland
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 17th day of August, 2023, by Michael L. Holland, 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.

Date

Sasha Garcia
City Attorney

CERTIFICATE OF POSTING

The foregoing Resolution Number 23-72 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

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: August 17, 2023

RE: Resolution Number 23-73: Award of Construction Administration Services for the Coolidge Street Utility Improvements Project

Introduction:

Resolution Number 23-73 awards Wright-Pierce Engineering (WPE) the Construction Administration Phase Services contract for the Coolidge Street Utility Improvements Project, and authorizes the City Manager to execute all agreements and contracts associated with the award.

Background:

Resolution Number 22-39 awarded Engineering Design Services for the Coolidge Street Utility Improvement Project to WPE, which has been completed. Staff is now in the RFQ process of hiring a contractor for the construction of these improvements. WPE has provided a proposal for Construction Administration Services for a Time and Materials (Not to Exceed) Contract in the amount of \$49,900.

The Scope of Services for this associated work includes work tasks as identified below:

Task 9 – Construction Administration Phase Services

- a. Pre-Construction Meeting:
 - i. Prepare for and attend on-site pre-construction meeting.
 - ii. Draft and submit meeting minutes for review.
 - iii. Submit final meeting minutes.
- b. Construction Progress Meetings:
 - i. Prepare for and attend on-site construction progress meetings at the Contractor's construction trailer or at a City facility. Assume one progress meeting every other month for a total of 6 meetings. A site visit to the construction site will be conducted following each meeting.
 - ii. Draft and submit meeting minutes for review.
 - iii. Submit final meeting minutes.
- c. Review Shop Drawings:
 - i. Receive, review, evaluate, and distribute shop drawings within 14 calendar days of receipt of the shop drawings. Expected number of shop drawings is approximately 20, which includes resubmittals. For this task, Wright-Pierce has assumed an average of two submittal reviews per shop.
- d. Requests for Information (RFI):
 - i. Receive, review, and evaluate RFIs. Submit RFI response to contractor and the City. Expected number of RFI's is 6.

- e. Change Orders:
 - i. Review Contractor's change order request, if requested by the City. For this task, we have assumed that Wright-Pierce will review 2 change orders.
- f. Substantial Completion Walk-Through, if requested by the City:
 - i. Overall engineer of record to conduct a walk through to visually assess the project completion.
 - ii. Create a punch list.
- g. Final Walk-Through with the City:
 - i. Overall engineer of record will conduct the final walk through to confirm and verify the completion of the punch list.
- h. Permitting:
 - i. Prepare and submit the following certifications to the FDEP at the completion of the project:
 - 1. Form 62-604.300(3)(b): *Notification of Completion of Construction for a Domestic Wastewater Collection/Transmission System*
 - 2. Form 62-555.900(9): *Certification of Construction Completion and Request for Clearance to Place Permitted PWS Components into Operation*
 - ii. Any permit fees will be paid by the City.
- i. Construction Record Drawings:
 - i. Review every contractor payment request with the Contractor's construction red lines.
 - ii. Once Contractor's construction red lines have been accepted by the City, update Construction Record Drawings.
 - iii. At the end of the construction, prepare and submit construction record drawings for City review.
 - iv. Incorporate City review comments and submit final construction record drawings.

Proposed Schedule:

Wright-Pierce will commence their services immediately after the City's acceptance of this proposal and issuance of a Purchase Order/Notice to Proceed (NTP). The project is expected to be substantially complete within 300 days from the NTP to the Contractor and achieve final completion within 330 days from the NTP. Final completion is expected by the end of September 2024.

WPE proposes to perform the construction administration phase services for this project on a time and materials basis, not to exceed sum of \$49,900.

Recommended Action:

Staff recommends approval of Resolution Number 23-73

Alternatives:

1. Approve Resolution Number 23-73
2. Deny Resolution Number 23-73

Discussion of Alternatives:

1. Alternative 1 approves the Resolution.

Advantages:

- Wright-Pierce is the Engineer of Record for this utility expansion project

and is uniquely familiar with the required actions to complete this project.

Disadvantages:

- The action approves an estimated expenditure of \$49,900.

2. Alternative 2 denies the Resolution.

Advantages:

- The City would not expend \$49,900.

Disadvantages:

- The permit associated with this contract would need to be closed by a firm willing to redesign the project and become Engineer of Record.

Budget/Staff Impact:

The City's approved 2022/2023 CIP Budget includes funds for the purchase of Construction Administration Services for the Coolidge Street Utility Improvements Project.

Prepared By:

Sally Mayer, Administrative Assistant - Public Utilities

Reviewed By:

Rick Gierok, Director of Public Works

Attachments:

-Wright-Pierce Scope of Services, available upon request

RESOLUTION NUMBER 23-73

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE COOLIDGE STREET UTILITY IMPROVEMENTS PROJECT; AND AUTHORIZES THE CITY MANAGER TO EXECUTE ALL AGREEMENTS AND CONTRACTS WITH THE AWARD.

WHEREAS, the City’s approved 2022/2023 CIP Budget includes funds for the purchase of Construction Administration Services for the Coolidge Street Utility Improvements Project; and

WHEREAS, Wright-Pierce Engineering, Inc. was the Engineer of Record for this utility expansion project and is uniquely familiar with the required actions to complete this project; and

WHEREAS, Wright-Pierce Engineering, Inc. has submitted a proposal for Construction Administration Services for this project; and

WHEREAS, in accordance with rates agreed to in the Continuing Services Agreement between Wright-Pierce Engineering and the City, they are offering these services for the Not-To-Exceed amount of \$49,900.

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

- (1) The City Manager is hereby authorized to approve a purchase of \$49,900 for the procurement of Construction Administration Services for the Coolidge Street Utility Improvements Project; and
- (2) The City Commission hereby authorizes the City Manager to execute all agreements with Wright-Pierce Engineering for the approved purchase; and
- (3) The Purchasing Department is hereby authorized to complete the transaction in accordance with this resolution; and
- (4) That this resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 17th day of August, 2023, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk
Resolution Number 23-73
Approval of Purchase for Construction Admin Services for Coolidge St. Utility Improvements Project
Page 1 of 2

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 17th day of August, 2023, by Michael L. Holland, 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 Number 23-73 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



TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: August 17, 2023

RE: RESOLUTION NUMBER 23-74 AUTHORIZING THE RECORDING OF LIENS ON DELINQUENT UTILITY ACCOUNTS

Introduction:

On September 7, 2017, the Commission adopted Resolution Number 17-10, which approved implementing property liens for qualifying delinquent utility accounts. The purpose of recording a lien is twofold:

- 1) To recover the City's cost of water, wastewater, and/or irrigation services.
- 2) To follow Florida Statutes. F.S. 159.17 *Lien of Service Charges*, requires any city issuing revenue bonds to have property liens on utility systems.
The City issued Water and Sewer Series 2016 Revenue Bonds.

Staff identified accounts over 90 days delinquent. With proper notice provided, the City discontinued utility services upon failure of the property owner to pay water, wastewater, irrigation and/or garbage services. The City has exhausted all collection options. With the Commission's approval, liens will be applied to the below listed delinquent accounts.

Recommended Action:

Staff recommends approval of Resolution Number 23-74 authorizing the recording of liens for the properties listed below.

22318-0	ETTS, TERRI J Meter to be pulled 8/18/2023. Five months past due. Last payment was \$25 on 8/4/2023. Customer has leaks in irrigation, said they were fixed but polling is showing still leaking. Water cut off 8/9/2023.	155 E CHARLOTTE	\$1,818.74
24018-4	MOHAMMED, ABID K Meter pulled 8/11/2023. Four months past due. Not returning calls or emails. Last payment \$205.48 was 4/2023, payment before that was 12/2022. Water cut off 5/16/19.	1204 S DEWEY ST	\$211.52
24152-5	LAND TRUST SERVICE CORP TRUSTE Meter removed 8/11/2023. Three months past due. Customer not returning call or letter. Last payment \$184.46 3/2023. Water cut off 6/1/2023.	202 W DOANE AVE	\$294.45
927-2	DOUGLAS, WILLIAM & SUSAN Meter to be pulled 8/18/2023. Customer not returning calls. Three months past due. Last payment \$336.14 5/2023. Water cut off 7/31/2023.	805 LIBERTY ST	\$1,568.21

34660-1	QUICK, ROGER A Meter to be pulled 8/18/2023. Customer not returning calls or emails. Customers moved out and letting it go to the bank. Five months past due. Last payment \$84.05 2/2023. Water cut off 8/7/2023.	26 TOWNHILL DR	\$385.30
Totals			\$4,278.22

Background:

The City provides various utility services to properties throughout the City, including water, wastewater, irrigation, reclaimed water and garbage services. To follow Florida Statutes and provide prudent measures to recoup reimbursement of utility services, staff is recommending the recording of liens on qualifying delinquent utility accounts.

Alternatives:

1. Approve Resolution Number 23-74
2. Deny Resolution Number 23-74 and provide direction to staff on how they would prefer to proceed.

Discussion of Alternatives:**Approval of Resolution Number 23-74:****Advantages:**

- Approval of the Resolution will comply with Florida Statutes and provides prudent management of City utility receivables.

Disadvantages:

- The minimal filing and administrative costs required to record a lien.

Denial of Resolution Number 23-74**Advantages:**

- No additional filing or administrative costs required to file a lien.

Disadvantages:

- The City is not in compliance with Florida Statutes and has little recourse for the collection of unpaid utility services.

Budget/Staff Impact:

The utility enterprise fund has sufficient revenue to process the liens, release and pay recording fees. It is unknown when the recovery will occur. Due to changes in staffing this process is now being reinstated and will occur on a regular basis.

The proposed action will help the City achieve the following objectives:

- Follow Florida Statutes.
- Create a procedure on the collection of past due utility bills which are the property owner's responsibility. Only the owner of the property can be liened. Obligations created by lessee's are not an allowed obligation of the owner of the property.
- Impose and maintain liens on properties for unpaid utility bills

Prepared By:

Arlene Applegate, Customer Service Representative III

Reviewed By:

Mike Sheppard, Finance Director

RESOLUTION NUMBER 23-74

**A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF EUSTIS,
LAKE COUNTY, FLORIDA, APPROVING THE RECORDING OF WATER,
WASTEWATER AND IRRIGATION LIENS.**

WHEREAS, Florida Statutes Chapter 180 provides municipalities with the authority to establish and operate water utility systems; and

WHEREAS, Florida Statutes 159.17 *Lien of Service Charges* requires that any city issuing revenue bonds shall have a lien on all lands or premises served by any water system, sewer system or gas system for all service charges for such facilities until paid, which liens shall be prior to all other liens on such lands or premises except the lien of state, county and municipal taxes and shall be on a parity with the lien of such state, county and municipal taxes. Such liens, when delinquent for more than 30 days, may be foreclosed by such city in the manner provided by the laws of Florida for the foreclosure of mortgages on real property; and

WHEREAS, the City of Eustis has issued Water and Sewer Series 2016 Revenue Bonds; and

WHEREAS, as authorized by state law, there is hereby imposed a lien on each property that is served by the City's water, wastewater, and/or irrigation system to secure the payment of delinquent City utility services; and

WHEREAS, based on utility criteria, the City identified delinquent accounts (See Staff Report) which will be recorded as water, wastewater and irrigation liens.

NOW, THEREFORE, BE IT RESOLVED that the City Commission of the City of Eustis, Florida, does hereby authorize the recording of such liens.

DONE AND RESOLVED, this 17th day of August 2023, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

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

Michael L. Holland,
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 17th day of August, 2023, by Michael L. Holland, 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 23-74 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) 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: AUGUST 17, 2023

RE: RESOLUTION NUMBER 23-54: PRELIMINARY SUBDIVISION PLAT FOR HIDDEN COVE COVE 43-LOT SUBDIVISION ON LAKEVIEW AVENUE (ALTERNATE KEY NUMBER 1216044)

Introduction:

Resolution Number 23-54 approves a preliminary subdivision plat for the Hidden Cove preliminary subdivision plat with 43-lot detached single-family residential lots on approximately 13.18 acres located on the south side of East Lakeview Avenue, west of Fahnstock Street (Lake County Property Appraisers' Alternate Key Number 1216044).

This item was previously on the City Commission meeting agenda for July 6, 2023 and August 3, 2023, but was tabled until August 17, 2023, due to the applicant, property owner, and their team not being able to be present for the meeting on July 6 and failure to send out mail-outs for the first August meeting.



Recommended Action:

The administration recommends approval of Resolution Number 23-54.

Background:

Pertinent Site Information:

- a. The subject property comprises about 13.18 acres, which is currently vacant other than being wooded with several trees on site.
- b. The site is within the Suburban Residential (SR) land use district, which allows single-family detached residential homes.
- c. The property is within the Suburban Neighborhood Design District.
- d. 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 Wooded Property	Suburban Residential (SR)	Suburban Neighborhood
North	Single Family Residential	Suburban Residential (SR)	Suburban Neighborhood
South	Single Family Residential	Suburban Residential (SR)	Suburban Neighborhood
East	Single Family Residential	Suburban Residential (SR)	Suburban Neighborhood
West	Undeveloped Wooded Property	Suburban Residential (SR)	Suburban Neighborhood

Proposed Development:

The proposed development is 43 house lot type (conforming with the Suburban Neighborhood design district and Section 110-4.2, House lot type) lots for single-family detached residences. The minimum lot dimensions will be 55 feet by 120 feet. Exhibit A shows the subdivision layout and other basic information, including the following development characteristics:

Subdivision Component	Code	Provided
Gross Area	n/a	13.18 acres / 574,264 square feet
Net Area (gross area less wetlands, water bodies)	n/a	12.97 acres
Lot Typology	House Lot	43 lots, each minimum 55' by 120'

Density	5 dwelling units/acre maximum (66 dwelling units max permitted here)	3.32 dwelling units/acre
Open Space	25% minimum (3.30 ac)	33.6% (4.43 ac)
Park Space	0.5 acres for 25-49 lots	1.68 acres
Landscape Buffers	15-24 feet adjacent to public r/w	15 feet along Lakeview Avenue

Waivers:

No waivers are requested and this proposed preliminary subdivision plat is meeting all City requirements in the Code of Ordinances and Land Development Regulations as well as the Florida Statutes at this time.

Analysis of Request According to Applicable Policies and Codes:

Comprehensive Plan - Future Land Use Element Appendix; Land Development Regulations Section 109-2.3, 109-3, 109-4: Suburban Residential (SR) This designation is provided to accommodate the majority of residential development within the City. General Range of Uses: This designation is intended to provide for a mix of single-family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include ACLF, parks and recreation facilities, and schools. Apartments may be permitted through the PUD process. Public and utility services and facilities that are 2 acres or less in size are also permitted. Maximum Density/Intensity: Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions. Maximum Impervious Surface Area 40%; Minimum open space required 25% or 35% if environmental analysis finds Wekiva-related vegetative species.

The preliminary subdivision plat provides for single-family detached homes at a maximum density of 3.32 dwelling units per acre in a Suburban Residential land use district, which permits up to 5 dwelling units per acre.

The preliminary subdivision plat is consistent with the Comprehensive Plan and Land Development Regulations, and provides for roadway, sidewalks, and maximum on-site impervious coverage of 5.27 acres equating to a 40% impervious surface area (maximum 40%).

The environmental report by Ray and Associates submitted for the project stated that a review of the USFWS IPaC resource list has determined there are “No Critical Habitats At This Location”. The subject project does not propose development of any identified “higher value habitats”.

No Bald Eagle Nests were observed on the subject site. A review of the Bald Eagle Nest Location data base maintained by the Florida Wildlife Commission (FWC) does not identify any Bald Eagle Nest location within 1/4 Mile of the subject site.

Within the Conclusions and Recommendations of the Environmental Report, it is stated: “The subject site is within the City limits of Eustis. The Project Site is bounded on the north, south, and east by medium density housing, and upland mixed coniferous forest to the west. The site runs adjacent to East Lakeview Ave to the north. The site is not connected to any large or regionally significant natural habitat, and borders West Crooked Lake to the southwest.

Property Owner is proposing to develop the subject site compatible with surrounding development patterns.

After a review of available information, field investigations, consultation with regulatory agencies, and analysis of the subject site it is the conclusion of Ray and Associates that the subject site should be approved and allow development as proposed provided there is demonstration of compliance with Federal, State and Local environmental regulations.”

The proposed plan is consistent with the Suburban Residential land use per the Future Land Use Element Appendix of the Comprehensive Plan and the Land Development Regulations.

- b. Land Development Regulations – Design Districts Section 109-5.5 Suburban development patterns: Intent. The 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. Nonresidential uses are primarily located on corridors, districts and a mix of uses is prominent in centers. Each land use provides for pedestrian and bicycle connections.

The subdivision layout meets the intent of the Suburban Neighborhood development district. One subdivision entrance is provided on Lakeview Avenue, and there's an emergency fire access on the south side of the subdivision. Sidewalks are provided throughout the subdivision and there is an existing 5' sidewalk along the entrance at Lakeview Avenue.

- . Land Development Regulations – Building Lot Types – Section 110-4.2 House Lot
Minimum house lot requirements in Suburban design districts include the following: Width of 55 feet; Depth of 120 feet; Square Footage of 6,600 feet

Minimum setback requirements for House Lots in Suburban design districts include the following: Street setback of 25 feet; Common lot setback of 5 feet; Rear setback of 10 feet.

The subdivision plat proposes House Lot typologies. Under Section 109-5.6, the Suburban Neighborhood Design District, Estate Lots, House Lots, and Duplex lots are permitted.

The lot type in an area with nearby community service and shopping uses will provide housing options for a niche market (those pursuing home ownership versus apartment living yet seeking access to amenities). Providing diverse housing options is consistent with the goals and objectives of the Comprehensive Plan Housing Element in meeting projected demand and accommodating the needs of the various household types and income groups characteristic of the city and planning area. (HOUSING GOAL HSG 1 & OBJECTIVE: HSG 1.1).

- d. Land Development Regulations – Chapter 115 General Building and Site Design Standards

Section 115-3.2. (a), (b) and (c) address suburban districts and residential compatibility as follows:

Sec. 115-3.2. - Suburban districts.

(a) *Suburban residential compatibility.* The maximum residential density permitted within any suburban design district shall be consistent with the maximum density of the applicable land use district assigned to each property.

The maximum residential density of the Suburban Residential future land use district is 5 dwelling units per acre, the subdivision proposes a density of 3.32 dwelling units per acre.

(b) When any suburban design district abuts an existing development in a suburban district, and proposed new residential lots will share a common boundary with existing or platted lots:

- (1) The width of the new lots may be no more than 150 percent of the width of the existing or platted lots, unless:

(a) The existing or platted lots are non-conforming to the suburban design district standards;

(b) Central sewer service is not available.

(c) When any suburban design district abuts a rural design district, and proposed new residential lots will share a common boundary with existing or platted lots:

(1) The width of the new lots may be no less than 75 percent of the width of the existing or platted lots; unless:

(a) A landscape buffer (10 to 15 feet wide) is provided between the new lots and existing or platted lots; or

(b) Park space as permitted by Section 115-8.3. is provided between the new lots and existing or platted lots.

The surrounding properties are all within a suburban design district.

Section 115-4.2.1. (and Comprehensive Plan Policies FLU 5.2.1 and 5.2.9) includes general site design criteria to respect the natural topography of the site and follow the outlined four-step design process. Compliance as is demonstrated as follows:

Sec. 115-4.2.1. - All districts.

(a) General site design criteria. Proposed development plans must be organized into three components: 1) wetlands and water bodies; (2) open space; and (3) developed areas. The plan design must respect the natural topography of the site and generally follow the four-step design process described below:

(1) Step 1 - Delineate open space areas as outlined below: a. Create or add to a larger contiguous off-site network of interconnected open space, particularly existing habitats and opportunities for restoring native habitats. b. Create connected and integrated open space within the development to the maximum extent practicable based on the context-sensitive site design standards and priorities below: 1. Protect listed species. 2. Create/enhance connectivity. 3. Protect native habitat. 4. Restore native habitat.

The proposed subdivision plan provides for 1.68 acres of open space and park space in Tract C, which is along the eastern side of the project as well as pedestrian connections that provide an opportunity to create contiguous interconnected open space as parcels develop/redevelop along Lakeview Avenue. Attention was given to providing for tree preservation, to the extent possible.

The plan provides for the retention of native trees that would remain viable post-development, and the landscape plan provides for the planting of new native species.

(2) Step 2 - Define development areas in such a way as to preserve the function, purpose and integrity of the natural features of the land, the on-site natural resources, and the environmental systems to the maximum extent practicable.

The engineer designed the site to match the existing grade as much as possible.

(3) Step 3 - Align streets and trails to avoid or at least minimize adverse impacts on designated open space. The streets and trails shall provide external and internal connectivity and the street layout of subsequent phases shall be coordinated with the street system of previous phases.

The site is currently wooded and does not provide functional open space. The street layout and greenway have been designed to provide both external and internal connectivity. Subsequent phases are not proposed, but the street layout is designed to accommodate connectivity to the north or west should a future development occur.

(4) Step 4 - Lots lines and building placement should be added as the last step in the design process.

Sections 115-7, 8, and 9 outline standards for transportation, parks, and landscaping. A trip generation statement and request for an exemption from a tier 1 traffic analysis (TIA) were prepared by Griffey Engineering for the subdivision and submitted for review by the city's transportation consultant, Kimley-Horn. The traffic impact is de-minimis and exempt from a full TIA.

Recommended Action:

Staff recommends approval of the Preliminary Subdivision Plat for the Hidden Cove Subdivision. The minimum required 55 feet wide by 120 feet deep House Lot is consistent with the Suburban Residential Future Land Use and the Suburban Neighborhood Design District. While the City is experiencing much growth and urbanizing in some areas, the majority of other residential development in the City is consistent with the proposed lot size and density. This proposed subdivision also meets or exceeds all other requirements in the City's Land Development Regulations and Comprehensive Plan.

Policy Implications:

If approved, the City would be showing support for development that meets the codes and ordinances set in place. This would show consistency, fairness, and predictability for future potential development.

If denied, City would be denying something that is meeting all requirements, which would set a precedent for future developers to be unsure of what the City is looking for in applications if they do not approve something meeting the Code.

Community Input:

The department has properly advertised the Resolution in the newspaper; notified surrounding properties within 500 feet, and posted the property. To date, there have been a few correspondences with members of the public in opposition to this proposed subdivision, and a couple has also conveyed support for the project.

Community members have expressed opposition with regard to property values, safety, security, traffic, lot sizes, rental potential, and density.

Florida Statutes 760.23 state that It is unlawful to discriminate against any person in the terms, conditions, or privileges of sale or rental of a dwelling, or in the provision of services or facilities in connection therewith, because of race, color, national origin, sex, disability, familial status, or religion.

The City of Eustis does not regulate rentals, whether short or long-term or price point. The City staff do not require the submittal of nor review subdivisions with consideration of price points, home styles, home sizes, or rental or ownership statuses.

The City of Eustis Police and Fire services will serve new development and can handle the additional developed area to be serviced.

Griffey Engineering, Inc. reviewed the traffic for this proposed subdivision with 43 single-family detached dwelling units and requested an exemption for a Tier 1 Traffic Analysis, which was reviewed, and no concerns were found by Kimley-Horn, who serves as the City's traffic review consultant. Traffic studies are completed and reviewed with consideration of standards from the Institute of Transportation Engineers (ITE), Trip Generation, 11th Edition. In general, standards are also put in place by Lake Sumter Metropolitan Planning Organization and Lake County as well as the Florida Department of Transportation for traffic study reviews.

The proposed lots in this subdivision meet the minimum requirements per the City of Eustis Land Development Regulations (LDR), which the Commission may consider amending if they wish to attract and receive different development than such as this.

The proposed density is less than the maximum permitted in the Suburban Residential (SR) land use, per the City's Comprehensive Plan and LDRs. If designed differently, the density would allow as many as 66 dwelling units on this property, but the applicant is only proposing 43 dwelling units.

The community has also expressed concerns regarding aesthetics and additional users of the lake. These items are not part of what the City can consider generally in their review.

Some community members express concerns about tree removal, but the proposed plan is saving a number of existing trees, and planting more new trees than required by the City's codes.

As listed in Section 163.3177(6)(i), Florida Statutes, a local government may adopt its own property rights element or use the following statement of rights:

The following rights shall be considered in local decision-making:

1. The right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.
2. The right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.
3. The right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.
4. The right of a property owner to dispose of his or her property through sale or gift.

Amongst community members in support of this development, comments have been made such as this being a great, fitting location, and being good for property values. Some also state they don't see it as being high density whereas others feel it is high density.

Budget/Staff Impact:

There would be no direct cost to the City associated with the action other than providing standard City services to the development. There would be no additional staff time beyond the normal plan review process and building inspection.

Prepared By:

Originally prepared by Heather Croney, Senior Planner
Revised by Mike Lane, Development Services Director

RESOLUTION NUMBER 23-54

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING A PRELIMINARY SUBDIVISION PLAT FOR HIDDEN COVE SUBDIVISION, A 43-LOT SINGLE-FAMILY RESIDENTIAL SUBDIVISION, ON APPROXIMATELY 13.18 ACRES OF PROPERTY LOCATED ON THE SOUTH SIDE OF EAST LAKEVIEW AVENUE, WEST OF FAHNSTOCK STREET (ALTERNATE KEY NUMBER 1216044).

WHEREAS, Thomas Zahn, on behalf of Lake RC, LLC, has made an application for Preliminary Subdivision Plat approval for a 43-lot, single-family residential subdivision on approximately 13.18 acres located on the south side of East Lakeview Avenue, west of Fahnstock Street, more particularly described as follows:

Parcel Alternate Key Number: 1216044

Parcel Identification Number: 13-19-26-0002-000-00800

BEG AT A PT ON S SIDE OF LAKEVIEW AVE 725.55 FT S & 713.02 FT E OF NW COR OF SEC, RUN S 1046.1 FT, S 57 DEG 09 MIN W 397.34 FT, N 89DEG 38MIN E 755.35 FT, N 45 FT, E TO W SIDE OF LOT 2 CROOKED LAKE HEIGHTS 1ST ADD SUB N 972.2 FT, W PARALLEL TO LAKEVIEW AVE 120 FT, N 240.6 FT TO LAKEVIEW AVE, W 335.78 FT TO POB ORB 5942 PG 1356.

WHEREAS, the property described above has a Land Use Designation of Suburban Residential (SR) and a Design District Designation of Suburban Neighborhood; and

WHEREAS, detached single-family uses are permitted in the Suburban Residential (SR) land use designation; and

WHEREAS, the proposed preliminary subdivision plat as submitted is generally 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 Hidden Cove Preliminary Subdivision Plat for a 43-lot single-family residential subdivision located on the south side of East Lakeview Avenue, west of Fahnstock Street, attached hereto as Exhibit “A”, is hereby approved:

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 complying 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 "A".
- c) Obtain and provide copies of all applicable permits from other jurisdictional agencies.

DONE AND RESOLVED this 17th day of August 2023 in a regular session of the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, Acting City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 17th day of August 2023, by Michael L. Holland, Mayor, and Mary C. Montez, Acting 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 23-54 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, Acting City Clerk

HIDDEN COVE SUBDIVISION PRELIMINARY PLAT PLANS

PROJECT TEAM

CIVIL ENGINEERING

GERMANA ENGINEERING AND ASSOCIATES, LLC.
CONTACT: CHRISTOPHER M. GERMANA, PE
1120 WEST MINNEOLA AVENUE
CLERMONT, FLORIDA 34711
(352) 242-9329

SURVEYING

SHANNON SURVEYING, INC.
CONTACT: JAMES R. SHANNON JR., PLS
499 NORTH S.R. 434 - SUITE 2045
ALTAMONTE SPRINGS, FLORIDA 32714
(407) 774-8372

OWNER/DEVELOPER

LAKE RC LLC.
CONTACT: THOMAS ZAHN
128 NORTH EUSTIS STREET, SUITE 101
EUSTIS, FLORIDA 32726
(352) 989-6000

GEOTECHNICAL ENGINEERING

G.E.O. ENGINEERING & SCIENCES, INC.
CONTACT: ED MIGUENS, PE
250 S RONALD REAGAN BLVD #114
LONGWOOD, FLORIDA 32750
(407) 379-9510

GENERAL NOTE

THE PLANS WERE PREPARED ACCORDING TO AVAILABLE INFORMATION BASED ON THE CONDITIONS AS THEY EXISTED AT THE TIME OF PLAN PREPARATION. THE CONDITIONS OF THE PROPERTY MAY HAVE CHANGED SINCE PROJECT DESIGN. THE CONTRACTOR SHALL VERIFY AND CONFIRM ALL EXISTING CONDITIONS AND SHALL CONTACT THE PROJECT ENGINEER IMMEDIATELY IF CONDITIONS HAVE CHANGED FROM WHEN THE PLANS WERE PREPARED.

ACCESSIBILITY NOTE

THE SITE SHALL COMPLY WITH THE FLORIDA BUILDING CODE (FBC) 2020 ACCESSIBILITY CODE.

PROPERTY LEGAL DESCRIPTION (PER SURVEY)

THAT PART OF THE WEST 1/2 OF THE NORTHWEST 1/4 OF SECTION 13, TOWNSHIP 19 SOUTH, RANGE 26 EAST, IN THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, BOUNDED AND DESCRIBED AS FOLLOWS:

FROM THE NORTHWEST CORNER OF THE SAID SECTION 13, RUN SOUTH 725.55 FEET TO A POINT ON THE SOUTH LINE OF THE RIGHT-OF-WAY OF LAKEVIEW AVENUE; THENCE RUN EAST ALONG THE SOUTH LINE OF THE SAID RIGHT-OF-WAY 713.02 FEET FOR A POINT OF BEGINNING. FROM SAID POINT OF BEGINNING, RUN SOUTH 1046.1 FEET; THENCE RUN S 57°09' W, 397.34 FEET; THENCE RUN N 89°38' E ALONG THE NORTH LINE OF EL CERITO SUBDIVISION, ACCORDING TO THE REVISED PLAT THEREOF RECORDED IN PLAT BOOK 9, PAGE 26, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, A DISTANCE OF 922.35 FEET TO THE WEST LINE OF THE RIGHT-OF-WAY OF FAHNSTOCK STREET; THENCE RUN N 00°06' E ALONG THE WEST LINE OF THE SAID RIGHT-OF-WAY 1015 FEET, TO A POINT 240.6 FEET SOUTH OF THE SOUTH LINE OF THE RIGHT-OF-WAY OF LAKEVIEW AVENUE; THENCE RUN WEST AND PARALLEL WITH THE SOUTH LINE OF THE RIGHT-OF-WAY OF LAKEVIEW AVENUE 255 FEET; THENCE RUN N 00°06' E AND PARALLEL WITH THE WEST LINE OF THE RIGHT-OF-WAY OF FAHNSTOCK STREET 240.6 FEET TO THE SOUTH LINE OF THE RIGHT-OF-WAY OF LAKEVIEW AVENUE; THENCE RUN WEST ALONG THE SOUTH LINE OF THE SAID RIGHT-OF-WAY 335.78 FEET TO THE POINT OF BEGINNING.

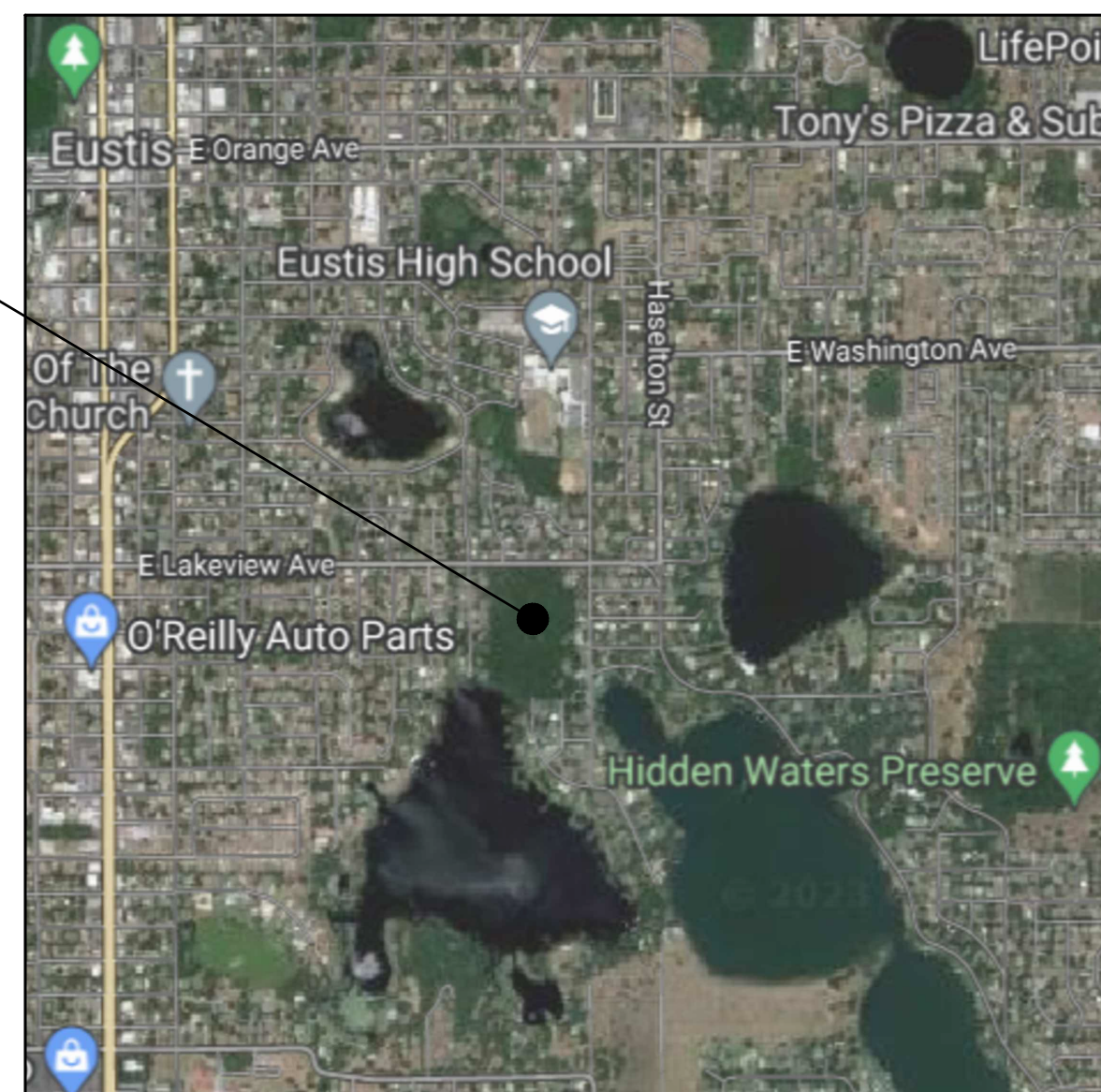
LESS THAT PART THEREOF DESCRIBED AS CROOKED LAKE HEIGHTS, ACCORDING TO THE PLAT RECORDED IN PLAT BOOK 23, PAGE 16, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

ALSO LESS THAT PART THEREOF DESCRIBED AS CROOKED LAKE HEIGHTS FIRST ADDITION, ACCORDING TO THE PLAT RECORDED IN PLAT BOOK 30, PAGE 68, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

ALSO LESS THAT PART OF THE WEST 1/2 OF THE NORTHWEST 1/4 OF SECTION 13, TOWNSHIP 19 SOUTH, RANGE 26 EAST, IN THE CITY OF EUSTIS, FLORIDA, BOUNDED AND DESCRIBED AS FOLLOWS: BEGIN AT THE NORTHEAST CORNER OF LOT 9 IN EL CERITO, A SUBDIVISION IN THE CITY OF EUSTIS, FLORIDA, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 7, PAGE 47, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, AND RUN NORTH ALONG THE WEST LINE OF THE RIGHT-OF-WAY OF FAHNSTOCK AVENUE A DISTANCE OF 45 FEET; THENCE WEST AND PARALLEL WITH THE NORTH LINES OF LOTS 9 AND 18 IN SAID EL CERITO TO THE NORTHERLY EXTENSION OF THE WEST LINE OF SAID LOT 18; THENCE SOUTH ALONG THE NORTHERLY EXTENSION OF THE WEST LINE OF SAID LOT 18 A DISTANCE OF 45 FEET TO THE NORTHWEST CORNER OF SAID LOT 18; THENCE EAST ALONG THE NORTH LINES OF SAID LOTS 9 AND 18 TO THE POINT OF BEGINNING.

VICINITY MAP

PROJECT SITE



**EAST LAKEVIEW AVENUE
EUSTIS, FLORIDA 32726
SECTION 13, TOWNSHIP 19 SOUTH, RANGE 26 EAST**

SHEET LIST

- C1 COVER SHEET
- C2 CONSTRUCTION NOTES
- C3 DEMOLITION PLAN
- C4 SUBDIVISION SITE PLAN
- C5 SUBDIVISION GRADING AND DRAINAGE PLAN
- C6 SUBDIVISION UTILITY PLAN
- C7 STORMWATER POLLUTION PREVENTION PLAN
- C8 WEST BAY LANE PLAN AND PROFILE -0+12 TO 10+00
- C9 WEST BAY LANE PLAN AND PROFILE 10+00 TO 12+50
- C10 HIDDEN COURT PLAN AND PROFILE 0+00 TO 2+75
- C11 WEST BAY LANE CROSS SECTIONS 1+00 TO 9+00
- C12 WEST BAY LANE CROSS SECTIONS 9+50 TO 11+60
- C13 HIDDEN COURT CROSS SECTIONS 0+00 TO 2+75
- C14 CONSTRUCTION DETAILS
- C15 CITY OF EUSTIS CONSTRUCTION DETAILS

DATUM NOTE

ELEVATIONS SHOWN ON THE PLAN SET ARE RELATIVE TO THE NORTH AMERICAN VERTICAL DATUM OF 1988

PERMIT NOTE

SEPARATE PERMITS ARE REQUIRED FOR THE FOLLOWING (IF APPLICABLE):

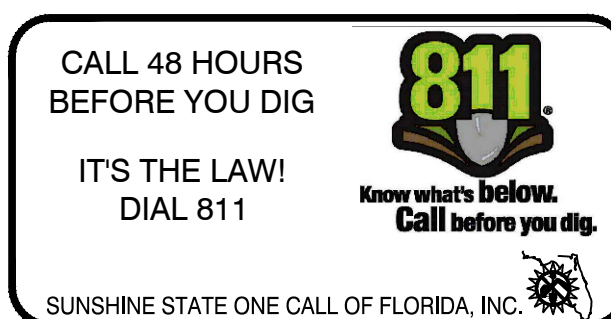
- CONSTRUCTION TRAILERS
- LIFT STATIONS
- RETAINING WALLS
- ACCESS GATES
- GENERATORS
- AWNINGS
- ETC.
- DUMPSTER ENCLOSURES
- SIGNS
- ENTRY WALL FEATURES
- SITE LIGHTING
- FENCES
- WALK-IN COOLERS

FIRE NOTE

SITE TO CONFORM TO FLORIDA FIRE PREVENTION CODE 7TH EDITION (2020)

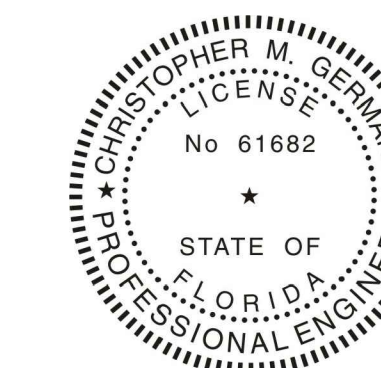
SEPARATE PERMITS ARE REQUIRED FOR THE FOLLOWING (IF APPLICABLE):

- FIRE SPRINKLERS
- FIRE ALARM MONITORING
- DUMPSTER ENCLOSURE
- FIRE ALARMS
- FIRE UNDERGROUND



This item has been digitally signed and sealed by Christopher M. Germana, PE on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Digitally signed
by Christopher
M Germana
Date: 2023.05.01
16:14:28 -04'00'



CHRISTOPHER M. GERMANA, P.E.
FLORIDA PROFESSIONAL ENGINEER # 61682
ENGINEERING FIRM REGISTRY # 29279

EXISTING UTILITIES

THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THE PLANS HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY, IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE VARIOUS UTILITIES AND TO MAKE THE NECESSARY ARRANGEMENTS FOR ANY RELOCATIONS TO THESE UTILITIES WITH THE OWNER OF THE UTILITY. THE CONTRACTOR SHALL EXERCISE CAUTION WHEN CROSSING AN UNDERGROUND UTILITY, WHETHER SHOWN ON THE PLAN OR LOCATED BY THE UTILITY COMPANY. ALL UTILITIES THAT INTERFERE WITH THE PROPOSED CONSTRUCTION SHALL BE RELOCATED BY THE RESPECTIVE UTILITY COMPANY AND THE CONTRACTOR SHALL COOPERATE WITH THEM DURING RELOCATION OPERATIONS. ANY DELAY OR INCONVENIENCE CAUSED TO THE CONTRACTOR BY THE RELOCATION OF VARIOUS UTILITIES SHALL BE INCIDENTAL TO THE CONTRACT, AND NO EXTRA COMPENSATION WILL BE ALLOWED.

DRAINAGE SYSTEMS

THE CONTRACTOR SHALL PERFORM ALL WORK PERTAINING TO DRAINAGE INCLUDING EXCAVATION OF STORMWATER POND PRIOR TO THE COMMENCEMENT OF OTHER WORK INCLUDED IN THESE PLANS. THE DRAINAGE FACILITIES SHALL BE MAINTAINED BY THE CONTRACTOR DURING THE COURSE OF THIS CONTRACT. THE CONTRACTOR SHALL INCLUDE FUNDS IN THE DRAINAGE COSTS OF THE CONTRACT TO OPERATE AND MAINTAIN THE DRAINAGE SYSTEMS DURING THE WORK PROCESS.

PERMITS AND PERMIT REQUIREMENTS

THE CONTRACTOR SHALL OBTAIN FROM THE OWNER COPIES OF ALL REGULATORY AND LOCAL AGENCY PERMITS. THE CONTRACTOR SHALL BE EXPECTED TO REVIEW AND ABIDE BY ALL THE REQUIREMENTS AND LIMITATIONS SET FORTH IN THE PERMITS. A COPY OF THE PERMIT SHALL BE KEPT ON THE JOB AT ALL TIMES.

LAYOUT AND CONTROL

UNLESS OTHERWISE NOTED ON THE PLANS, THE CONTRACTOR SHALL PROVIDE FOR THE LAYOUT OF ALL THE WORK TO BE CONSTRUCTED. BENCHMARK INFORMATION SHALL BE PROVIDED TO THE CONTRACTOR BY THE OWNER OR OWNER'S SURVEYOR. ANY DISCREPANCIES BETWEEN FIELD MEASUREMENTS AND CONSTRUCTION PLAN INFORMATION SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER IMMEDIATELY.

QUALITY CONTROL TESTING REQUIREMENTS

ALL TESTING RESULTS SHALL BE PROVIDED TO THE OWNER/OPERATOR AND THE ENGINEER. TESTING REQUIREMENTS ARE TO BE IN ACCORDANCE WITH THE OWNER/OPERATOR'S SPECIFICATIONS AND REQUIREMENTS. ALL TEST RESULTS SHALL BE PROVIDED (PASSING AND FAILING) ON A REGULAR AND IMMEDIATE BASIS. CONTRACTOR SHALL PROVIDE TESTING SERVICES THROUGH A FLORIDA LICENSED GEOTECHNICAL ENGINEERING FIRM ACCEPTABLE TO THE OWNER AND THE ENGINEER. CONTRACTOR TO SUBMIT TESTING FIRM TO OWNER FOR APPROVAL PRIOR TO COMMENCING TESTING.

SHOP DRAWINGS

SHOP DRAWINGS AND CERTIFICATIONS FOR ALL STORM DRAINAGE, WATER SYSTEM, SEWER SYSTEM, AND PAVING SYSTEM MATERIALS AND STRUCTURES ARE REQUIRED. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS TO THE ENGINEER FOR APPROVAL PRIOR TO ORDERING THE MATERIALS REQUIRED FOR CONSTRUCTION.

EARTHWORK QUANTITIES

THE CONTRACTOR SHALL PERFORM HIS OWN INVESTIGATIONS AND CALCULATIONS AS NECESSARY TO ASSURE HIMSELF OF EARTHWORK QUANTITIES. THERE IS NO IMPLICATION THAT EARTHWORK BALANCES, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY IMPORT FILL NEEDED, OR FOR REMOVAL AND DISPOSAL OF EXCESS MATERIALS. PURSUANT TO LAND DEVELOPMENT REGULATIONS (LDR) SECTION 6.06.01(F), SOIL REMOVAL FROM THE SITE SHALL NOT EXCEED 200% OF THE VOLUME AREA OF THE NEEDED RETENTION/DETENTION VOLUME REQUIRED.

EROSION CONTROL

EROSION AND SILTRATION CONTROL MEASURES ARE TO BE PROVIDED AND INSTALLED PRIOR TO COMMENCEMENT OF CONSTRUCTION. THESE MEASURES ARE TO BE INSPECTED BY THE CONTRACTOR ON A REGULAR BASIS AND ARE TO BE MAINTAINED OR REPAIRED ON AN IMMEDIATE BASIS AS REQUIRED. REFER TO WATER MANAGEMENT DISTRICT PERMIT FOR ADDITIONAL REQUIREMENTS FOR EROSION CONTROL AND SURFACE DRAINAGE. ALL AREAS DISTURBED DURING CONSTRUCTION SHALL BE STABILIZED WITH SOD WITHIN 7 DAYS OF COMPLETION OF CONSTRUCTION. SOD SHALL BE THE SAME VARIETY OF EXISTING SOD

LIMITS OF DISTURBANCE

AT NO TIME SHALL THE CONTRACTOR DISTURB SURROUNDING PROPERTIES OR TRAVEL ON SURROUNDING PROPERTIES WITHOUT WRITTEN CONSENT FROM THE PROPERTY OWNER. REPAIR OR RECONSTRUCTION OF DAMAGED AREAS ON SURROUNDING PROPERTIES SHALL BE PERFORMED BY THE CONTRACTOR ON AN IMMEDIATE BASIS. ALL COSTS FOR REPAIRS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND NO EXTRA COMPENSATION SHALL BE PROVIDED. GRADING AND/OR CLEARING ON PROPERTIES OTHER THAN SHOWN ON THE APPROVED PLANS IS PROHIBITED.

TREE REMOVAL

THE CONTRACTOR SHALL NOTIFY THE OWNER AND THE ENGINEER WHEN ALL WORK IS LAID OUT (SURVEY STAKED), SO THAT A DETERMINATION MAY BE MADE OF SPECIFIC TREES TO BE REMOVED. NO TREES ON THE CONSTRUCTION PLANS AS BEING SAVED SHALL BE REMOVED WITHOUT PERMISSION FROM THE OWNER AND ENGINEER.

CLEARING AND GRUBBING

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING AND GRUBBING FOR SITE CONSTRUCTION INCLUDING CLEARING FOR PAVING, UTILITIES, DRAINAGE FACILITIES AND BUILDING CONSTRUCTION. ALL AREAS TO BE CLEARED SHALL BE FIELD STAKED AND REVIEWED BY THE OWNER AND ENGINEER PRIOR TO ANY CONSTRUCTION.

AS-BUILTS

THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AS-BUILT SURVEYS FOR ALL APPLICABLE UTILITIES.

MATERIAL STORAGE/DEBRIS REMOVAL

1. NO COMBUSTIBLE BUILDING MATERIALS MAY BE ACCUMULATED ON THE SITE AND NO CONSTRUCTION WORK INVOLVING COMBUSTIBLE MATERIALS MAY BEGIN UNTIL INSTALLATION OF ALL REQUIRED WATER MAINS AND FIRE HYDRANTS HAVE BEEN COMPLETED, DEP APPROVAL RECEIVED FOR THE WATER MAINS, AND THE HYDRANTS ARE IN OPERATION. CONSTRUCTION WORK INVOLVING NON-COMBUSTIBLE MATERIALS, SUCH AS CONCRETE, MASONRY AND STEEL MAY BEGIN PRIOR TO THE FIRE HYDRANTS BEING OPERATIONAL.
2. ALL MATERIALS EXCAVATED SHALL REMAIN THE PROPERTY OF THE OWNER AND SHALL BE STOCKPILED AT ON-SITE LOCATIONS AS SPECIFIED BY THE OWNER. MATERIALS SHALL BE STOCKPILED SEPARATELY AS TO USABLE (NON-ORGANIC) FILL STOCKPILES AND ORGANIC (MUCK) STOCKPILES IF MUCK IS ENCOUNTERED. CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL UNSUITABLE FILL MATERIALS FROM THE SITE. ALL CLAY ENCOUNTERED SHALL BE EXCAVATED OUT AND REPLACED WITH CLEAN GRANULAR FILL MATERIALS.

FILL MATERIAL

ALL MATERIALS SHALL CONTAIN NO MUCK, STUMPS, ROOTS, BRUSH, VEGETATIVE MATTER, RUBBISH OR OTHER MATERIAL THAT WILL NOT COMPACT INTO A SUITABLE AND ENDURING BACKFILL. FILL SHALL BE CLEAN, NON-ORGANIC, GRANULAR MATERIAL WITH NOT MORE THAN 10% PASSING THE NO. 200 SIEVE.

COMPACTION

FILL MATERIALS PLACED UNDER ROADWAYS SHALL BE COMPACTED TO AT LEAST 98% OF THE MAXIMUM DENSITY AS SPECIFIED IN AASHTO T-180. ALL OTHER FILL AREAS ARE TO BE COMPACTED TO AT LEAST 95% MAXIMUM DENSITY AS SPECIFIED IN AASHTO T-180. FILL MATERIALS SHALL BE PLACED AND COMPACTED IN A MAXIMUM OF 12" LIFTS. THE CONTRACTOR SHALL PROVIDE THE ENGINEER AND OWNER WITH ALL (PASSING AND FAILING) TESTING RESULTS. RESULTS SHALL BE PROVIDED ON A TIMELY AND REGULAR BASIS PRIOR TO CONTRACTOR'S PAY REQUEST SUBMITTAL FOR THE AFFECTED WORK.

GENERAL DESIGN INTENT

ALL PAVING SURFACES IN INTERSECTIONS AND ADJACENT SECTIONS SHALL BE GRADED TO DRAIN POSITIVELY IN THE DIRECTION SHOWN BY THE FLOW ARROWS ON THE PLANS AND TO PROVIDE A SMOOTHLY TRANSITIONED DRIVING SURFACE FOR VEHICLES WITH NO SHARP BREAKS IN GRADE, AND NO UNUSUALLY STEEP OR REVERSE CROSS SLOPES. APPROACHES TO INTERSECTIONS AND ENTRANCE AND EXIT GRADES TO INTERSECTIONS WILL HAVE TO BE STAKED IN THE FIELD AT DIFFERENT GRADES THAN THE CENTERLINE GRADES TO ACCOMPLISH THE PURPOSES OUTLINED. IN ADDITION, THE STANDARD CROWN WILL HAVE TO BE CHANGED IN ORDER TO DRAIN POSITIVELY IN THE AREA OF INTERSECTIONS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ACCOMPLISH THE ABOVE AND THE ENGINEER SHALL BE CONSULTED SO THAT HE MAY MAKE ANY AND ALL REQUIRED INTERPRETATIONS OF THE PLANS OR GIVE SUPPLEMENTARY INSTRUCTION TO ACCOMPLISH THE INTENT OF THE PLANS.

MATERIALS/CONSTRUCTION SPECIFICATIONS

MATERIALS AND CONSTRUCTION METHODS FOR THE ROADWAY CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION LATEST EDITION.

PAVEMENT SECTION REQUIREMENTS

CONSTRUCTION OF ROADWAY, SUBGRADE PREPARATION, AND PAVEMENT INSTALLATION SHALL CONFORM TO FDOT STANDARDS AND SOILS REPORT RECOMMENDATIONS UNLESS OTHERWISE NOTED IN THE CONSTRUCTION DOCUMENTS.

SIDEWALKS

SIDEWALKS ARE TO BE CONSTRUCTED IN THE AREA AS SHOWN ON THE CONSTRUCTION PLANS. SIDEWALK SHALL BE CONSTRUCTED OF 4 INCHES OF CONCRETE WITH A 28 DAY COMPRESSION STRENGTH OF 2500 PSI. JOINTS SHALL BE EITHER TOOLED OR SAWCUT AT A DISTANCE OF 5' LENGTHS. HANDICAPPED RAMPS SHALL BE PROVIDED AT ALL INTERSECTIONS AND BE IN ACCORDANCE WITH STATE REGULATIONS FOR HANDICAP ACCESSIBILITY.

PAVEMENT MARKINGS/SIGNAGE

PAVEMENT MARKINGS AND SIGNAGE SHALL BE PROVIDED AS SHOWN ON THE CONSTRUCTION PLANS AND SHALL MEET THE REQUIREMENTS OF THE OWNER/OPERATOR. SIGNAGE SHALL BE IN CONFORMANCE WITH MUTCD (LATEST EDITION). A 48-HOUR PAVEMENT CURING TIME WILL BE PROVIDED PRIOR TO APPLICATION OF THE PAVEMENT MARKINGS. REFLECTIVE PAVEMENT MARKINGS SHALL BE INSTALLED IN ACCORDANCE WITH FDOT INDEX NO. 17352.

TRAFFIC CONTROL

WHERE APPLICABLE A MOT PLAN SHALL BE SUBMITTED TO THE ENGINEER PRIOR TO COMMENCEMENT OF WORK. A MINIMUM OF 2-WAY, ONE LANE TRAFFIC SHALL BE MAINTAINED IN THE WORK SITE AREA. ALL CONSTRUCTION WARNING SIGNAGE SHALL BE IN PLACE PRIOR TO COMMENCEMENT OF CONSTRUCTION AND BE MAINTAINED THROUGHOUT CONSTRUCTION. ACCESS SHALL BE CONTINUOUSLY MAINTAINED FOR ALL PROPERTY OWNERS SURROUNDING THE WORK SITE AREA. LIGHTED WARNING DEVICES ARE TO BE OPERATIONAL PRIOR TO DUSK EACH NIGHT DURING CONSTRUCTION.

CURBING

CURBING SHALL BE CONSTRUCTED WHERE NOTED ON THE CONSTRUCTION PLANS. CONCRETE FOR CURBS SHALL BE DEPARTMENT OF TRANSPORTATION CLASS "1" CONCRETE WITH A 28 DAY COMPRESSION STRENGTH OF 2500 PSI. ALL CURBS SHALL HAVE SAW CUT CONTRACTION JOINTS AND SHALL BE CONSTRUCTED AT INTERVALS NOT TO EXCEED 10'-0" ON CENTER. CONSTRUCTION OF CURBS SHALL BE IN CONFORMANCE WITH FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION SECTION 520 AND DETAILS PROVIDED ON THE CONSTRUCTION PLANS.

R/W RESTORATION

ALL AREAS WITHIN THE RIGHT-OF-WAYS SHALL BE FINISH GRADED WITH A SMOOTH TRANSITION INTO EXISTING GROUND. ALL SWALES SHALL BE STABILIZED IMMEDIATELY AFTER FINAL GRADING. ALL DISTURBED AREAS SHALL BE RAKED CLEAN OF ALL LIMEROCK AND ROCKS AND SODDED AFTER FINAL GRADING IN ACCORDANCE WITH THE CONSTRUCTION PLANS PRIOR TO FINAL INSPECTION. ALL GRASSING (SOD) SHALL BE MAINTAINED BY THE CONTRACTOR UNTIL FINAL ACCEPTANCE BY THE OWNER/OPERATOR.

SITE ACCESS

ALL ACCESS TO THE JOB SITE FOR CONSTRUCTION AND RELATED ACTIVITIES SHALL BE BY EXISTING STREETS AND ROADS.

LANDSCAPING

PROVIDE MINIMUM 5' SEPARATION FROM UTILITIES AND TREES WITH INVASIVE ROOT SYSTEMS.

WATER PIPE MATERIALS

WATER SYSTEM SHOP DRAWINGS SHALL BE SUBMITTED TO THE ENGINEER AND SHALL MEET CITY OF EUSTS SPECIFICATIONS. POLYVINYL CHLORIDE PLASTIC PIPE (PVC) 4" THROUGH 12" SHALL BE MANUFACTURED IN ACCORDANCE WITH ANSI/AWWA C900 (LATEST EDITION) AND SHALL HAVE A MINIMUM WORKING PRESSURE OF 150 PSI AND A DR (DIMENSION RATIO) OF 18. ALL PVC PIPE SHALL BEAR THE NSF LOGO FOR POTABLE WATER. JOINTS SHALL BE OF THE PUSH-ON TYPE AND COUPLINGS CONFORMING TO ASTM D3139, DR18 PIPE. DUCTILE IRON PIPE (DIP) SHALL BE STANDARD PRESSURE CLASS 350 IN SIZES 4" THROUGH 12" AND CONFORM TO ANSI/AWWA C150/A21.50 (LATEST EDITION). ALL DUCTILE IRON PIPE SHALL HAVE A STANDARD THICKNESS OF CEMENT MORTAR LINING AS SPECIFIED IN ANSI/AWWA C104/A21.4 (LATEST EDITION). PIPE JOINTS SHALL BE OF THE PUSH-ON RUBBER GASKET TYPE CONFORMING TO ANSI/AWWA C111/A21.11 (LATEST EDITION). PIPE DETECTOR WITH LOCATOR WIRE SHALL BE INSTALLED ON ALL WATER MAINS PER DETAIL. PIPE SIZES GREATER THAN 12" SHALL BE SEPARATELY SPECIFIED ON THE PLANS; WITH THICKNESS CLASSES TO BE SHOWN BASED ON WORKING PRESSURES, PIPE DEPTH AND TRENCH CONDITIONS. FITTINGS FOR DUCTILE IRON PIPE AND PVC C-900 PIPE SHALL BE DUCTILE IRON AND SHALL CONFORM TO ANSI/AWWA C153/A21.10 (LATEST EDITION) AND SHALL BE CEMENT LINED IN CONFORMANCE WITH ANSI/AWWA C104/A21.4 (LATEST EDITION). POLYETHYLENE WRAP USED FOR CORROSION PREVENTION ON DUCTILE IRON PIPE SHALL CONFORM TO THE REQUIREMENTS OF ANSI/ASTM D1248. THE MINIMUM NOMINAL THICKNESS SHALL BE 0.008 IN. (8 MILS). INSTALLATION OF POLY WRAP SHALL BE IN ACCORDANCE WITH AWWA C105. TRANSMISSION MAIN SHALL BE DIP RATED FOR 250 PSI.

VALVES

GATE VALVES SHALL BE RESILIENT SEAT AND SHALL CONFORM TO ANSI/AWWA C509.87 WITH WRENCH NUT, EXTENSION STEMS AND OTHER APPURTENANCES AS REQUIRED. MANUFACTURER'S CERTIFICATION OF THE VALVES COMPLIANCE WITH AWWA SPECIFICATION C509 AND TESTS LISTED THEREIN WILL BE REQUIRED. VALVES SHALL BE CLOW, DRESSER, KENNEDY, AMERICAN.

AIR RELEASE VALVES

AIR RELEASE VALVES SHALL BE PLACED AT HIGH POINTS OF THE TRANSMISSION MAIN TO PERMIT ESCAPE OF TRAPPED AIR. THE VALVE SIZE, LOCATION AND METHOD OF INSTALLATION SHALL BE INDICATED ON THE DRAWINGS, OR AS DIRECTED BY THE ENGINEER. AIR RELEASE VALVES SHALL BE CRISPN PRESSURE AIR VALVE TYPE.

WATER SERVICES

UNLESS OTHERWISE NOTED IN THE PLANS, THE UTILITY COMPANY SHALL PROVIDE AND INSTALL WATER METERS. CONTRACTOR SHALL CONSTRUCT WATER SERVICE THROUGH THE CURB STOP AND SET METER BOXES TO FINISHED GRADE AS SHOWN ON THE WATER SYSTEM DETAIL SHEET. POLYETHYLENE (PE) PRESSURE PIPE FOR WATER SERVICES 1/2" THROUGH 3" SHALL CONFORM TO AWWA C901.88, MIN. 200 PSI. AND SHALL BE PHILLIPS DRISCO CTS 5100 (DR-9) ASTM D-2737, 200 PSI. ALL SERVICES SHALL INCLUDE THE FOLLOWING: LOCKING CURB STOPS, WYE BRANCHES, UNIONS AS REQUIRED, PE SERVICE PIPE AND CORPORATION STOPS. THE SERVICE SHALL BE COMPLETE THROUGH THE CURB STOP AS SHOWN ON THE DETAIL SHEET, AND SHALL BE OF THE TYPE REQUIRED FOR COMPATIBILITY WITH THE SERVICE LINES SPECIFIED, AND FITTINGS SHALL BE MANUFACTURED BY FORD. WHERE APPLICABLE - UNLESS OTHERWISE NOTED IN PLANS, UTILITY COMPANY SHALL PROVIDE AND INSTALL IRRIGATION METERS. WHERE RECLAIM SERVICE IS NOT PROVIDED, CONTRACTOR SHALL CONSTRUCT IRRIGATION SERVICE THROUGH THE CURB STOP AND SET NEW BOXES TO FINISHED GRADE AS SHOWN ON THE WATER SYSTEM DETAIL SHEET.

PIPE INSTALLATION

PIPE INSTALLATION OF PVC WATER MAIN SHALL BE IN CONFORMANCE WITH ASTM D2774 (LATEST EDITION). INSTALLATION OF DUCTILE IRON PIPE WATER MAIN SHALL BE IN CONFORMANCE WITH AWWA C600.87. COMPACTED BACKFILL SHALL BE TO 98% MAXIMUM DENSITY AS DETERMINED BY AASHTO T-180 UNDER ALL PAVEMENTS WITH 12" MAXIMUM LIFT THICKNESS. OTHER COMPACTION OF BACKFILL SHALL BE TO 95% MAXIMUM DENSITY AS DETERMINED BY AASHTO T-180 WITH 12" MAXIMUM LIFT THICKNESS. SEE PIPE TRENCHING DETAILS. MINIMUM COVER OVER ALL PIPE SHALL BE 36" FROM TOP OF PIPE TO FINISHED GRADE. SEE PLAN AND PROFILE SHEETS FOR REQUIRED DEPTH. WATER MAINS ARE TO BE INSTALLED SO AS TO PROVIDE A MINIMUM VERTICAL CLEARANCE OF 18" OR A MINIMUM HORIZONTAL CLEARANCE OF 10' FROM ALL OTHER UTILITIES. IF THE MINIMUM CLEARANCE CAN NOT BE ACHIEVED, THEN DUCTILE IRON WATER MAIN SHALL BE SPECIFIED 10 FEET EITHER SIDE OF THE CROSSING. HORIZONTAL AND VERTICAL MINIMUM SEPARATION DISTANCE REQUIREMENTS BETWEEN WATER MAIN AND ALL OTHER UTILITIES SHALL COMPLY WITH 62-555.314 (1), (2), (3) AND (4), FAC. ALL WATER MAINS SHALL BE INSTALLED WITH CONCRETE THRUST BLOCKS. ALL PLUGS, CAPS, TEES, BENDS, FIRE HYDRANTS, VALVES, ETC. SHALL BE MECHANICAL JOINT FITTINGS.

SCHEDULING

THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING SCHEDULE OF WORK TO BE COMPLETED INCLUDING DATES FOR ELECTRICAL, COMMUNICATION, WALLS, FENCES, UTILITIES, LANDSCAPING, IRRIGATION, HARDSCAPING, ROADWAY, MASS GRADING, WELL INSTALLATION, WASTEWATER SYSTEM, ETC. (IF APPLICABLE)

DATE									
REVISIONS									
#									

CONSTRUCTION NOTES

HIDDEN COVE SUBDIVISION

GERMANA ENGINEERING AND ASSOCIATES, LLC
1120 WEST MINNEOLA AVENUE
CLERMONT, FL 34711
WWW.GERMANAENGINEERING.COM
ENGINEERING FIRM REGISTRY # 29279

SCALE: NTS

DATE: 03-01-2023

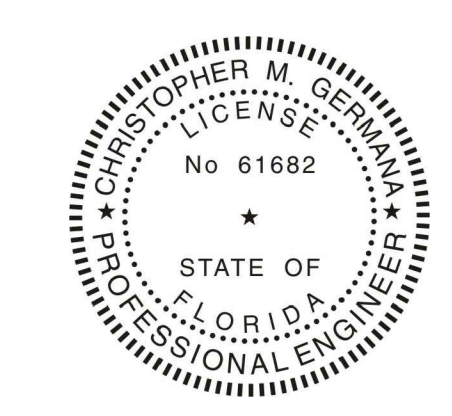
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PROJECT # GE0072022

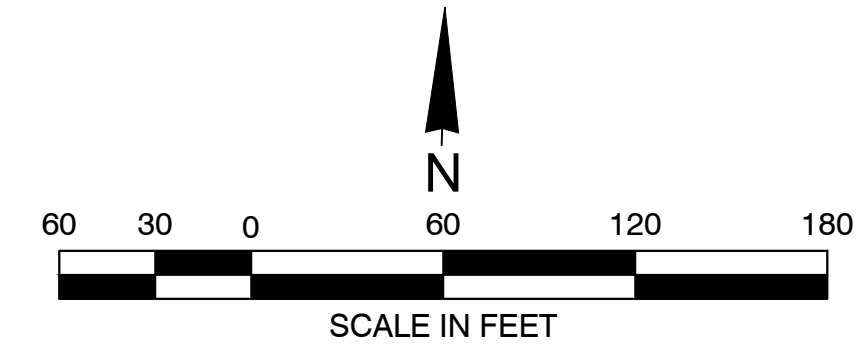
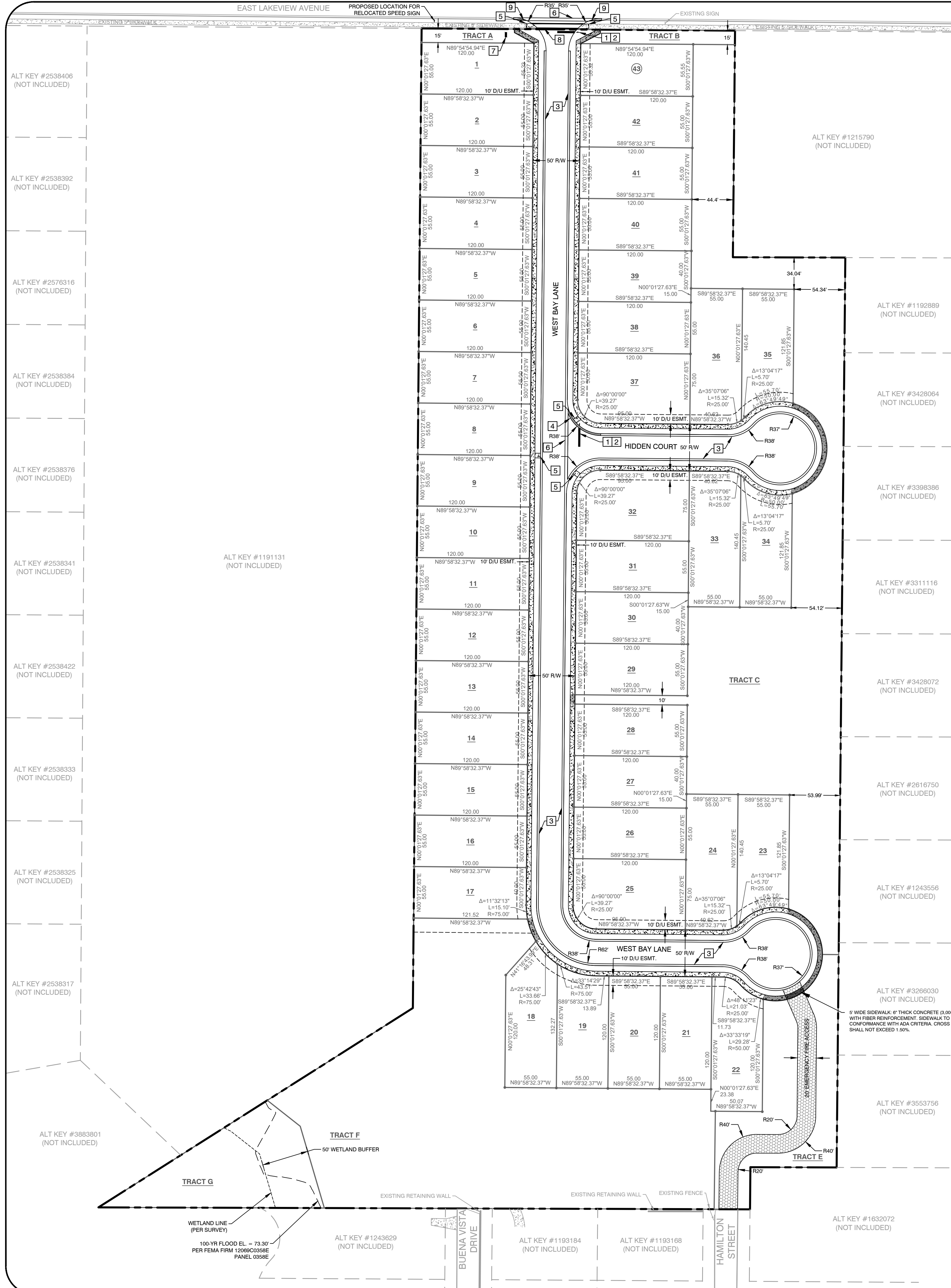
EUSTIS, FLORIDA

This item has been digitally signed and sealed by Christopher M. Germana, PE on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

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Date: 2023.05.01 16:18:01 -04'00'



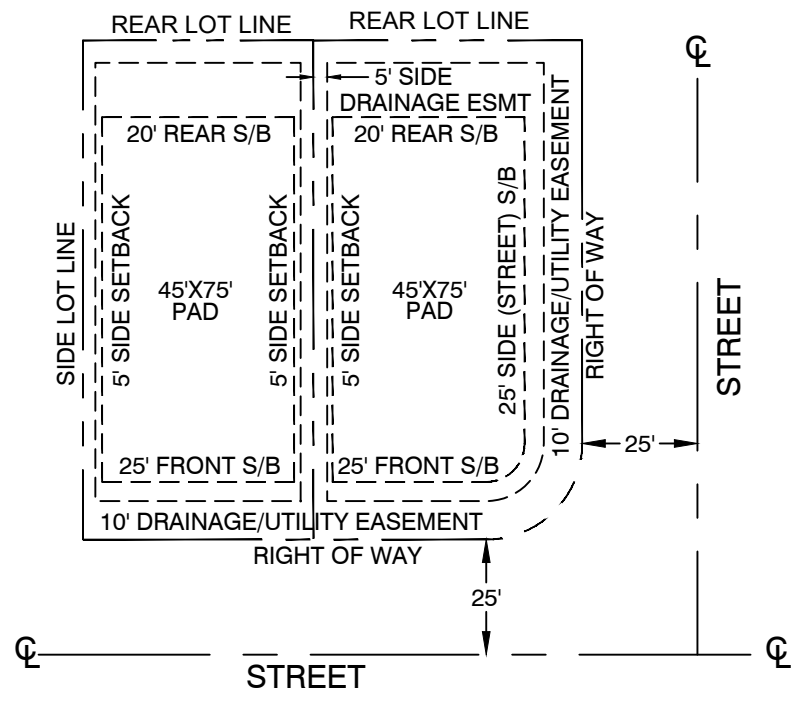
CHRISTOPHER M. GERMANA, P.E.
FLORIDA PROFESSIONAL ENGINEER # 61682
ENGINEERING FIRM REGISTRY # 29279



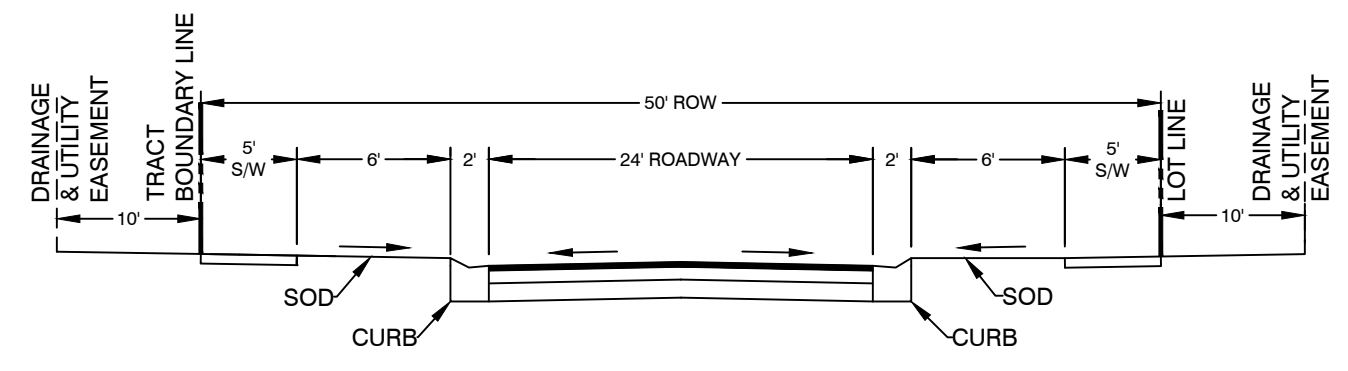
SITE DATA

- SITE AREA** = 13.18 AC / 574,264 SF
- SITE LOCATION**
EAST LAKEVIEW AVENUE
EUSTIS, FLORIDA 32726
SECTION 13, TOWNSHIP 19 SOUTH, RANGE 26 EAST
- SITE DESCRIPTION**
TAX PARCEL ALT KEY: 1216044
FUTURE LAND USE: SUBURBAN RESIDENTIAL
DESIGN DISTRICT: SUBURBAN NEIGHBORHOOD
- SITE REQUIREMENTS**
MAXIMUM DWELLING UNITS: 66 (5 DU/ACRE)
MINIMUM OPEN SPACE REQUIRED: 25%
MAXIMUM ISR: 40%
MINIMUM PARK SIZE: 1/2 ACRE (25-49 LOTS)
- SUBDIVISION DATA**
USE TYPE: SINGLE-FAMILY RESIDENTIAL
LOT TYPE: HOUSE LOT
NUMBER OF LOTS: 43
MINIMUM LOT DIMENSIONS: 55' X 120'
NET BUILDABLE AREA = SITE AREA - WETLAND AREA
= 13.18 AC - 0.21 AC
= 12.97 AC (DENSITY = 3.32 DU/AC < 5 DU/AC)

OPEN SPACE REQUIRED: 3.30 AC (25%)
R/W WIDTH: 50'
ROAD TYPE: RESIDENTIAL STREET
PARK TYPE: MINI PARK/PLAYGROUND (0.50 AC MINIMUM)
LAKEVIEW AVENUE LANDSCAPE BUFFER: 15' - 24' WIDE
WETLAND BUFFER: 50'
SCHOOL AGE POPULATION: 43 X 0.65 = 28 CHILDREN
- LOT SETBACKS**
STREET SETBACK: 25'
COMMON LOT SETBACK: 5'
REAR SETBACK: 20'
- UTILITY PROVIDERS**
WATER: CITY OF EUSTIS
RECLAIMED WATER: CITY OF EUSTIS
WASTEWATER: CITY OF EUSTIS
ELECTRICITY: SECO ENERGY
- IMPERVIOUS DATA**
LOTS = 3.65 AC (3,697 SF/LOT)
ROADWAY = 1.12 AC
CONCRETE = 0.50 AC
ON-SITE IMPERVIOUS = 5.27 AC (ISR = 40.00%)
PERVIOUS = 7.91 AC (60.00%)



TYPICAL LOT LAYOUT
NTS



TYPICAL 50' RIGHT-OF-WAY
NTS

NOTES

- THE SITE CONSTRUCTION STAKEOUT SHALL BE PERFORMED UNDER THE DIRECTION OF A FLORIDA REGISTERED SURVEYOR. AUTOCAD FILE WILL BE PROVIDED TO AID IN THE SITE CONSTRUCTION STAKEOUT. ANY DISCREPANCIES FOUND BETWEEN THE AUTOCAD FILES SHALL BE BROUGHT TO THE ENGINEERS ATTENTION FOR CLARIFICATION PRIOR TO THAT STAKEOUT.
- PROJECT SITE SHALL COMPLY WITH THE FLORIDA ACCESSIBILITY CODE FOR BUILDING CONSTRUCTION (FBC) 2020 EDITION
- UTILITY EASEMENTS TO BE DEDICATED TO THE CITY OF EUSTIS AND ELECTRICITY PROVIDER WHERE APPLICABLE.
- DRAINAGE UTILITIES TO BE DEDICATED TO THE HOME OWNERS ASSOCIATION.
- THE HOME OWNERS ASSOCIATION SHALL MAINTAIN ALL COMMON AREAS, FENCES, AND RETENTION AREAS.
- ALL SIDEWALKS CONSTRUCTED THROUGHOUT THE ENTIRE SITE SHALL BE CONSTRUCTED IN COMPLIANCE WITH THE CITY OF EUSTIS LAND DEVELOPMENT REGULATIONS AND SPECIFICATIONS.
- POND TRACTS SHALL BE DEDICATED TO THE HOME OWNERS ASSOCIATION.
- WALLS, FENCES, AND SIGNS SHALL BE OWNED AND MAINTAINED BY THE HOME OWNERS ASSOCIATION.
- ALL UTILITY LINES TO BE DESIGNED TO MEET THE CITY OF EUSTIS STANDARDS.
- ALL CONSTRUCTION MATERIAL AND OTHER PROPOSED IMPROVEMENTS SHALL MEET THE APPLICABLE CODES OF THE CITY OF EUSTIS, CITY OF EUSTIS DETAILS, OR APPROVED EQUALS, AND WILL BE UTILIZED ON THE FINAL CONSTRUCTION PLANS.
- ANY PROPOSED MECHANICAL GATES WILL REQUIRE FIRE DEPARTMENT ACCESS (CLICKCENTER, TO BE PERMITTED SEPARATELY)
- ONLY COMMON AREA SIDEWALKS ARE TO BE BUILT WITH THIS PROJECT. INDIVIDUAL LOT SIDEWALKS ARE TO BE BUILT WITH THE CONSTRUCTION OF EACH LOT.

LEGEND

- PROPOSED LOT LINE
- EXISTING FENCE
- EXTERIOR PARCEL LINE
- - - EASEMENT LINE
- - - WETLAND LINE
- - - FLOOD ZONE LINE
- ▭ PROPOSED CONCRETE TO BE CONSTRUCTED WITH LOTS (TYPICAL)
- ▭ PROPOSED CONCRETE TO BE CONSTRUCTED WITH THIS PROJECT (TYPICAL)
- ▭ GRASSPAVE2 FIRE TRUCK ALTERNATE ACCESS (SEE SHEET C14 FOR DETAILS)

TRACT TABLE

TRACT	USE	OWNERSHIP	ACREAGE	% OVERALL	OPEN SPACE
N/A	SINGLE FAMILY LOTS	-	6.83 AC	51.82%	0.00 AC
N/A	RIGHT OF WAY	CITY OF EUSTIS	1.90 AC	14.41%	0.00 AC
TRACT A	LANDSCAPE BUFFER	H.O.A.	0.04 AC	0.28%	0.04 AC
TRACT B	LANDSCAPE BUFFER	H.O.A.	0.05 AC	0.40%	0.05 AC
TRACT C	OPEN SPACE / PARK	H.O.A.	1.68 AC	12.78%	1.68 AC
TRACT E	EMERGENCY FIRE ACCESS	CITY OF EUSTIS	0.47 AC	3.53%	0.47 AC
TRACT F	STORMWATER	H.O.A.	1.87 AC	14.16%	1.87 AC
TRACT G	CONSERVATION EASEMENT	H.O.A.	0.34 AC	2.62%	0.34 AC
TOTAL			13.18 AC	100.00%	4.43 AC

KEY LEGEND

- 24" WHITE PAINTED STOP BAR
- 30" R-1 STOP SIGN AND STREET SIGN
- DROP CURB (TYPICAL)
- SPILL-OUT DROP CURB PER FDOT INDEX, 300
- HANDICAP RAMP W/ CAST IN PLACE DETECTABLE WARNING MAT IN BRICK RED (PER FDOT INDEX 304)
- VALLEY GUTTER CURB AT INTERSECTION (PER FDOT INDEX 300)
- PROPOSED SUBDIVISION MONUMENT SIGN LOCATION (DESIGN BY OTHERS)
- 12" WIDE WHITE PAINTED CROSSWALK STRIPING
- 6" CURB TRANSITION

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by Christopher
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2023.05.01
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CHRISTOPHER M. GERMANA, P.E.
FLORIDA PROFESSIONAL ENGINEER # 61682
ENGINEERING FIRM REGISTRY # 29279

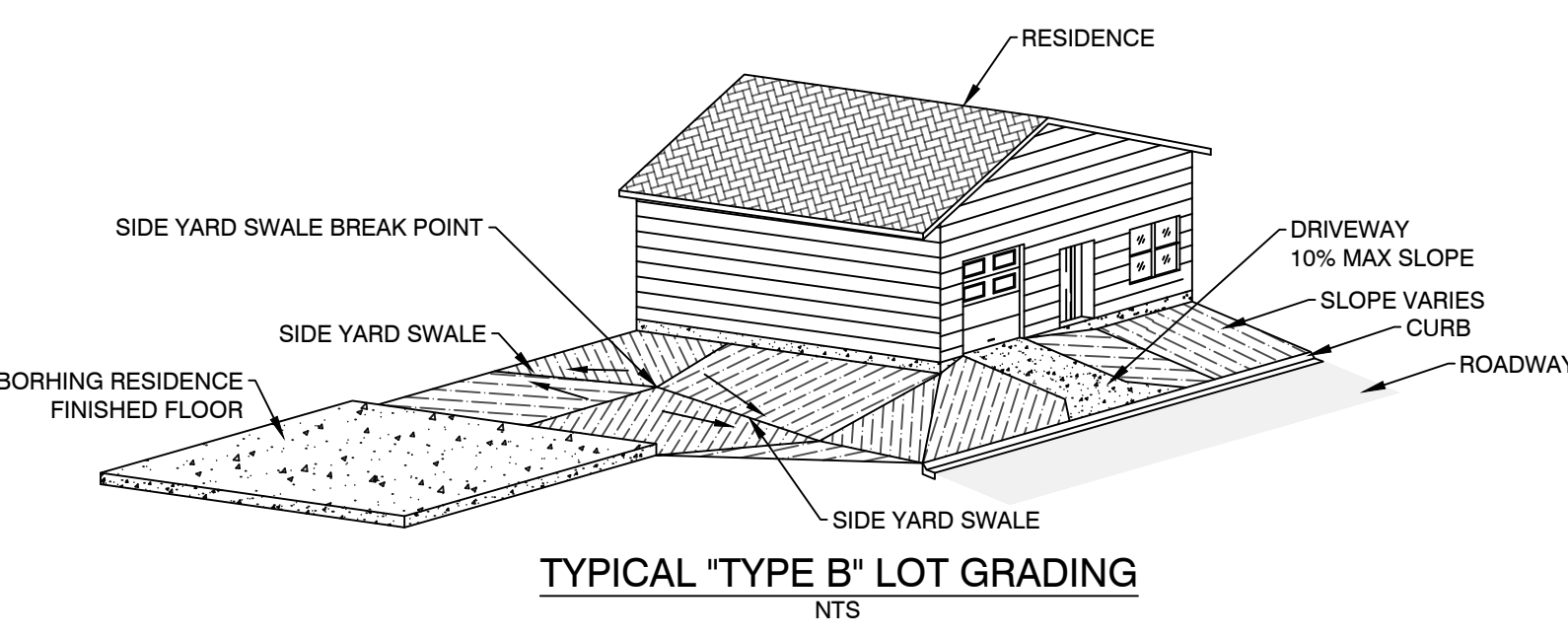
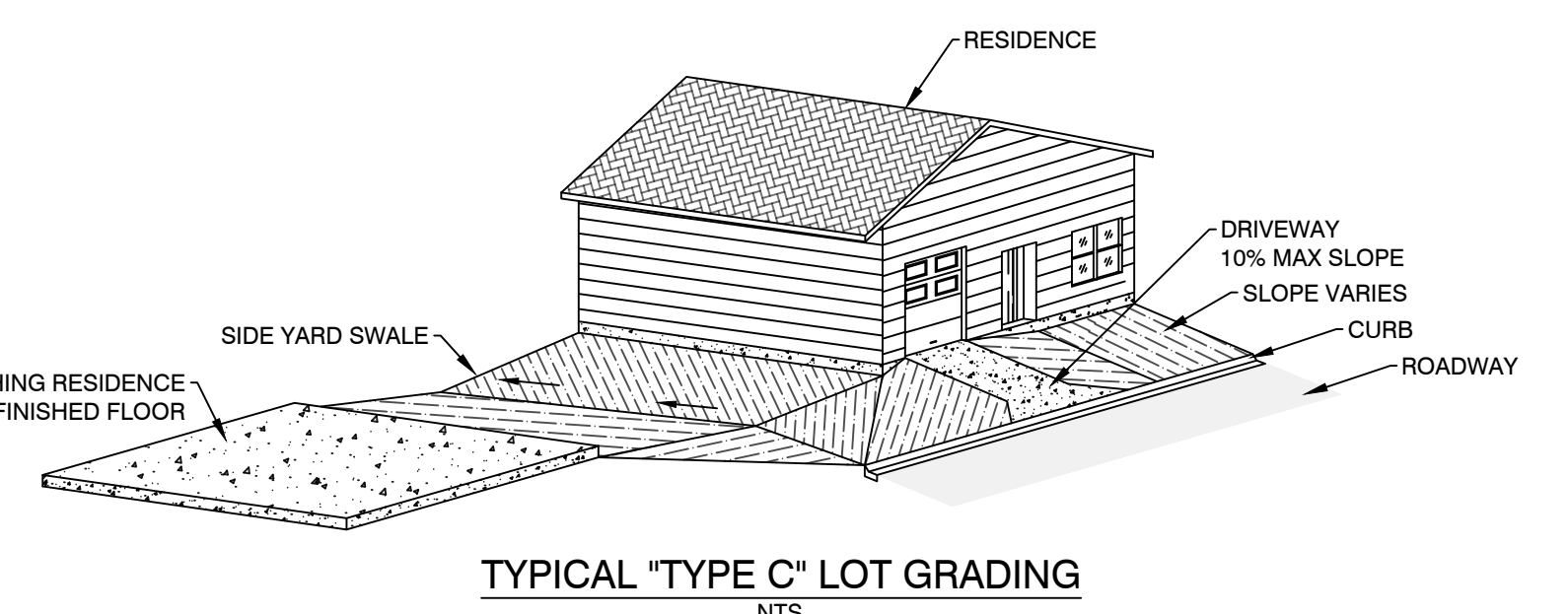
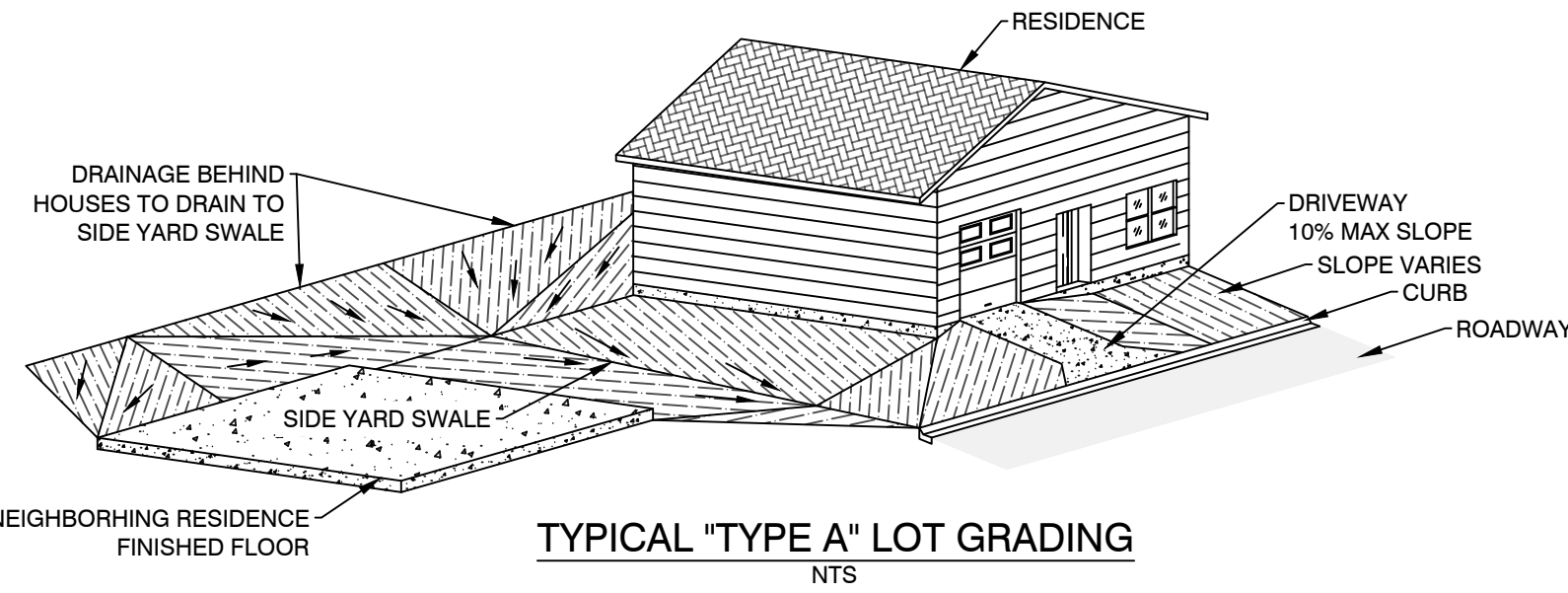
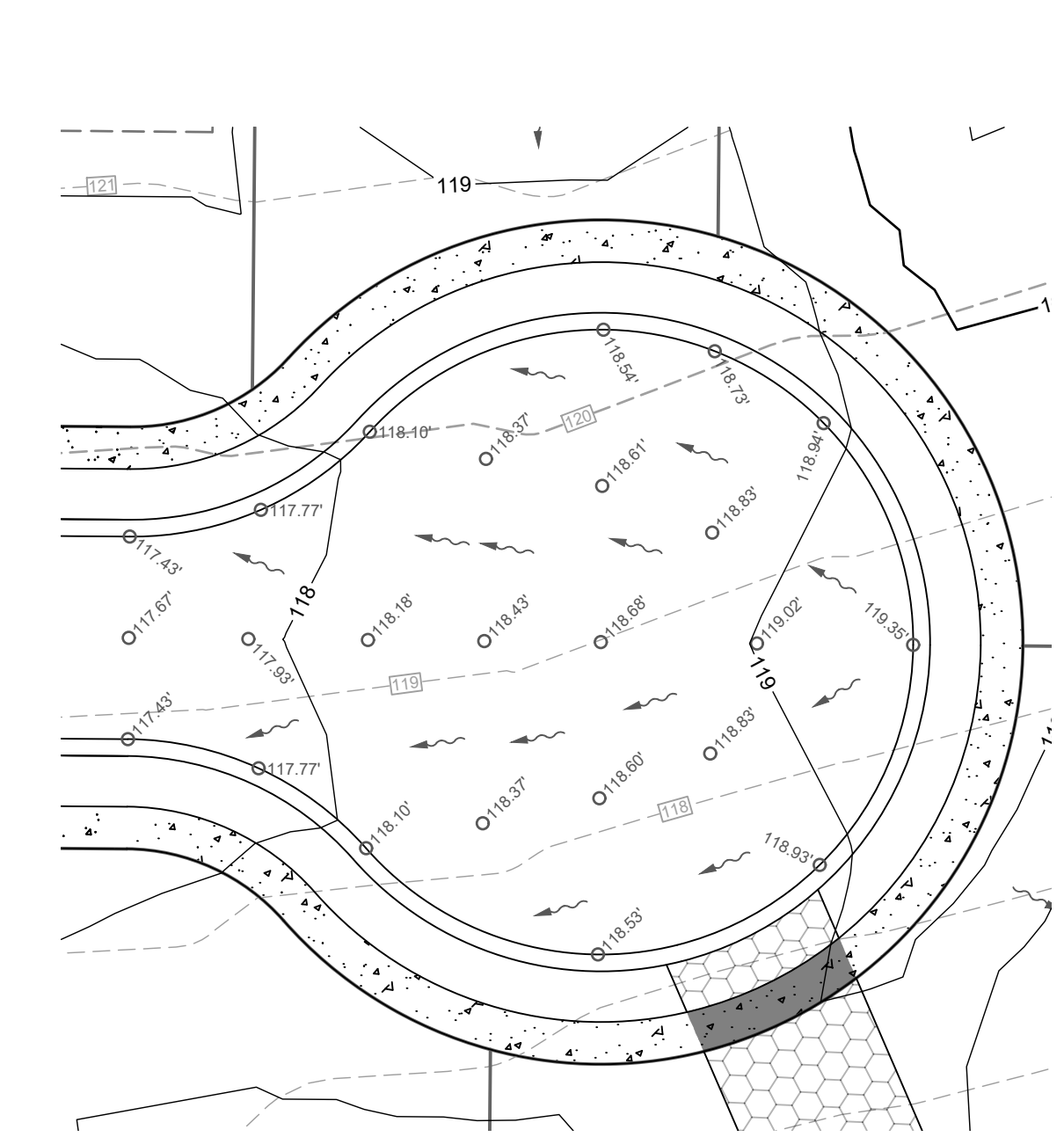
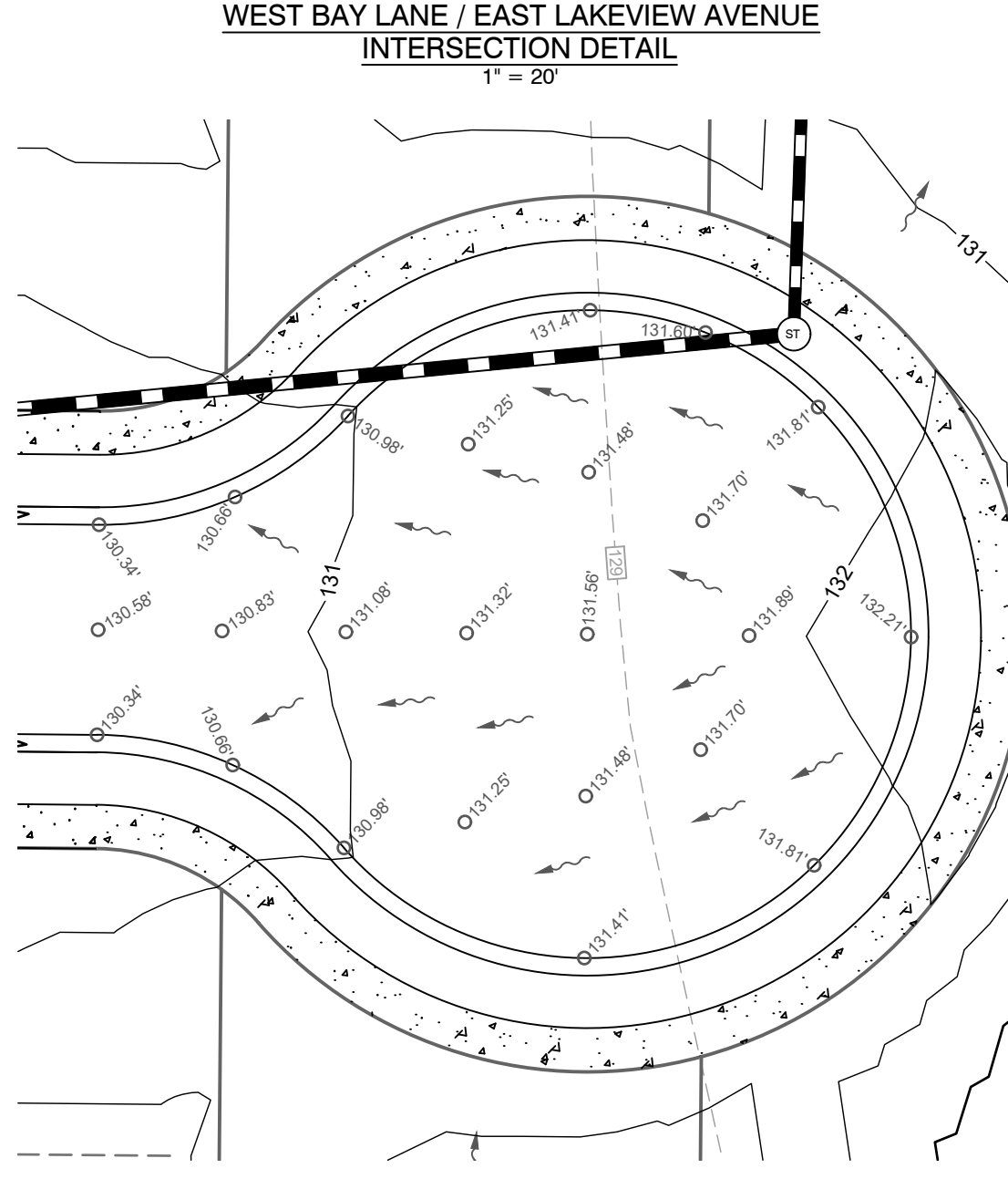
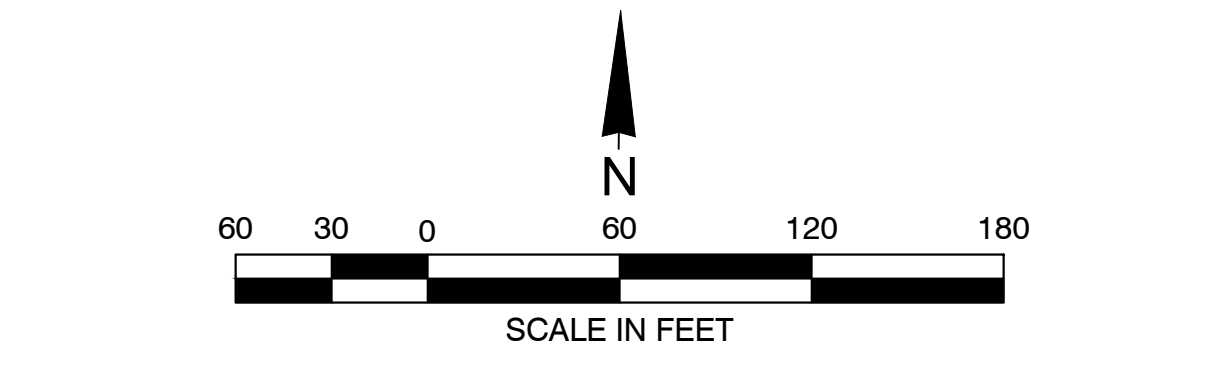
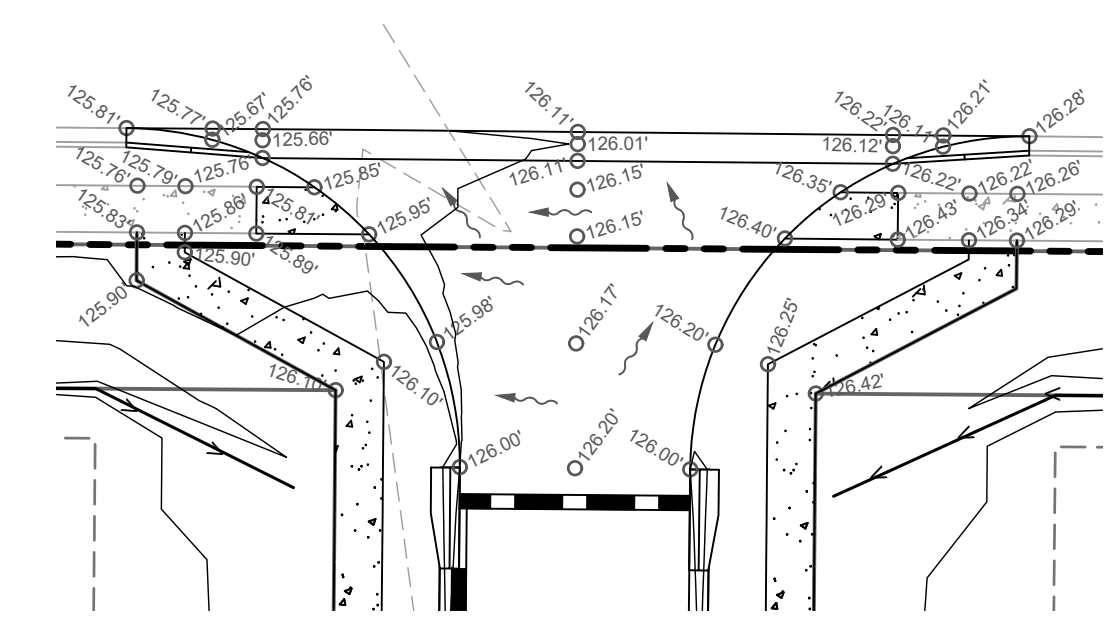
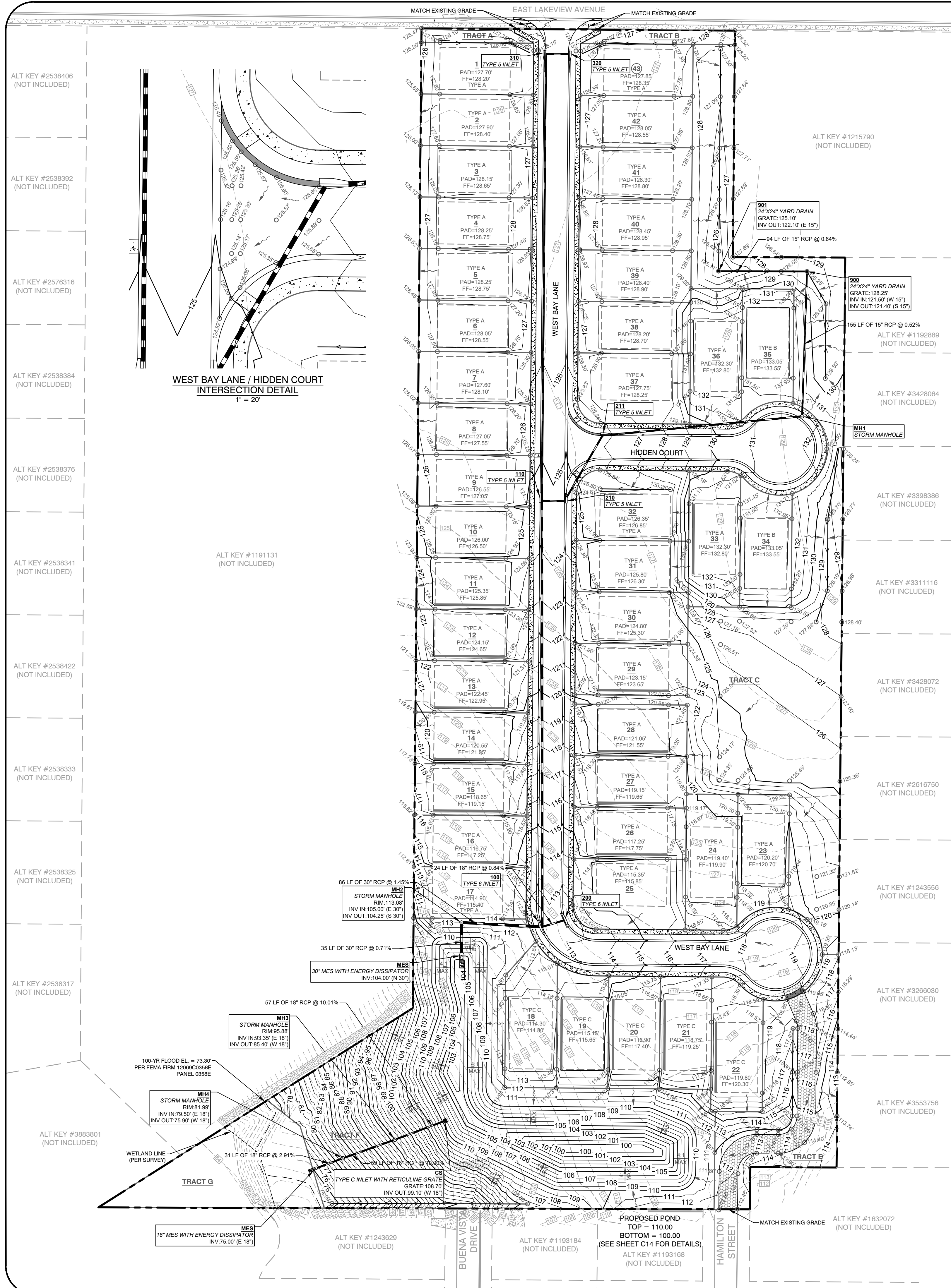
DATE	REVISIONS
04-03-2023 <td>1. REVISED BASED ON CITY COMMENTS</td>	1. REVISED BASED ON CITY COMMENTS

**SUBDIVISION
SITE PLAN**

**HIDDEN COVE
SUBDIVISION**

**GERMANA ENGINEERING
AND ASSOCIATES, LLC**
1120 WEST MINNEOLA AVENUE
CLERMONT, FL 34711
WWW.GERMANAENGINEERING.COM
ENGINEERING FIRM REGISTRY # 29279

SCALE: 1" = 60'
DATE: 03-01-2023
SHEET C4



LEGEND

- PROPOSED 75' X 45' BUILDING PAD
- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED SPOT ELEVATION
- PROPOSED STORMWATER PIPE
- PROJECT PROPERTY LINE
- EXTERIOR PARCEL LINE
- EXISTING CONCRETE
- PROPOSED CONCRETE
- EXISTING FENCE
- PROPOSED SWALE
- STEM WALL ANTICIPATED (DESIGNED BY OTHERS)
- WETLAND LINE
- FLOOD ZONE LINE

NOTES

1. EARTHWORK AS PROPOSED WILL BE BALANCED ON SITE WITH NO EXPORT OR IMPORT OF SOIL NEEDED.

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 Date: 2023.05.01
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CHRISTOPHER M. GERMANA, P.E.
 FLORIDA PROFESSIONAL ENGINEER # 61682
 ENGINEERING FIRM REGISTRY # 29279

DATE	REVISIONS
04-03-2023	1. REVISED BASED ON CITY COMMENTS

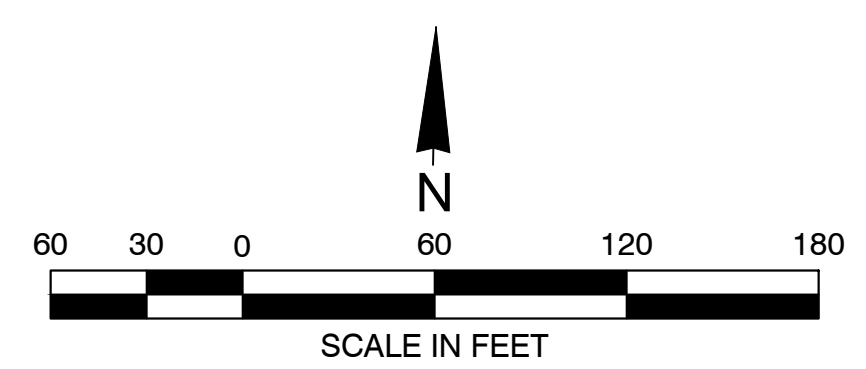
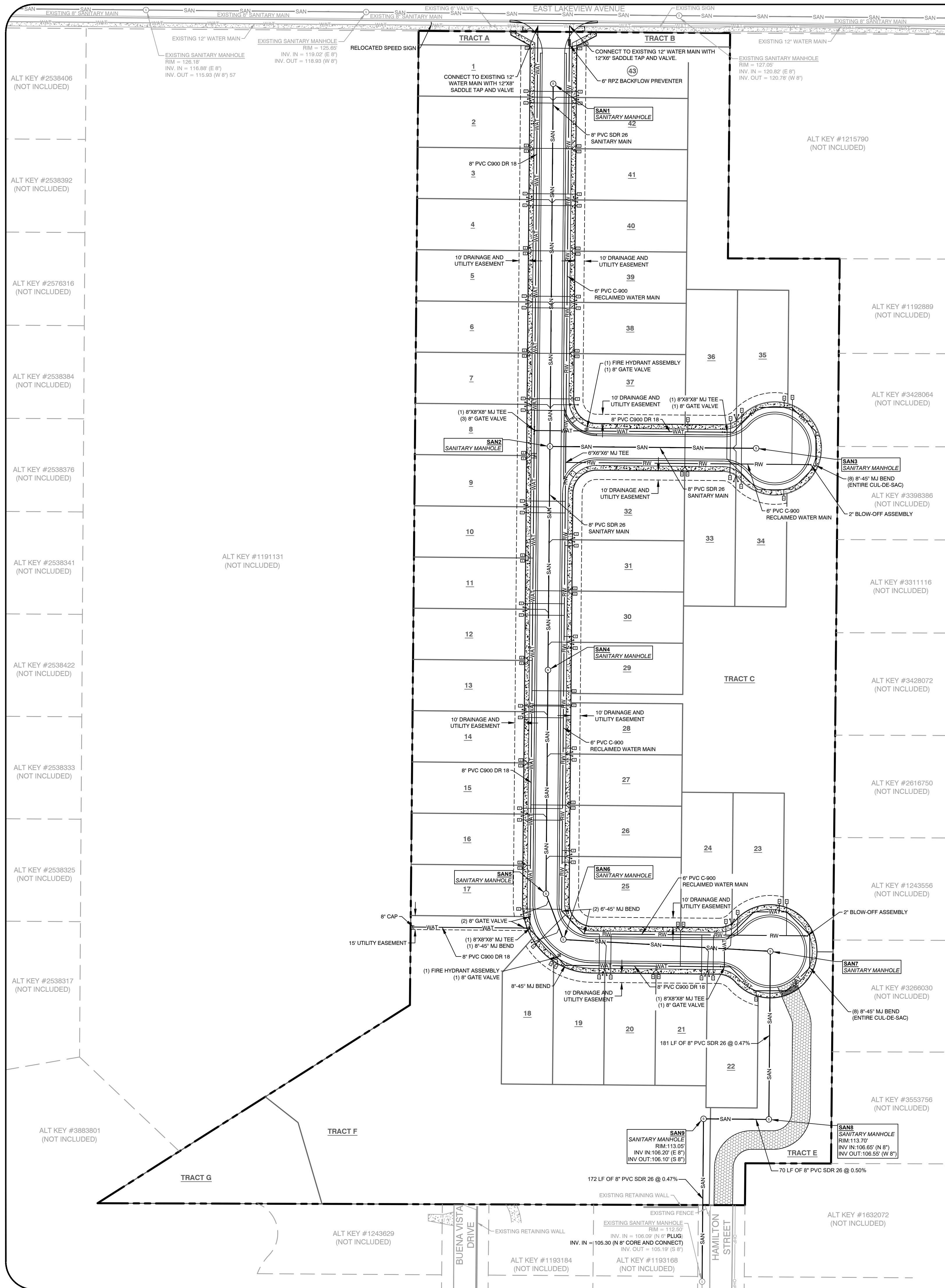
SUBDIVISION GRADING AND DRAINAGE PLAN

HIDDEN COVE SUBDIVISION

GERMANA ENGINEERING AND ASSOCIATES, LLC
 1120 WEST MINNEOLA AVENUE
 CLEMONT, FL 34711
 WWW.GERMANAENGINEERING.COM
 ENGINEERING FIRM REGISTRY # 29279

SCALE: 1" = 60'
 DATE: 03-01-2023

SHEET C5



- NOTES**
- ALL ON-SITE UTILITIES TO BE OWNED AND MAINTAINED BY THE CITY OF EUSTIS.
 - EXISTING UTILITIES ARE SHOWN FOR INFORMATION ONLY. IT IS THE CONTRACTORS RESPONSIBILITY TO LOCATE THE EXACT LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION. DAMAGE TO EXISTING UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE REPAIRED AT THE CONTRACTORS OWN EXPENSE.
 - ALL UTILITY CONSTRUCTION TO CONFORM TO THE CITY OF EUSTIS CONSTRUCTION STANDARDS.
 - THE MINIMUM FIRE FLOW AND FLOW DURATION REQUIREMENTS FOR ONE- AND TWO-FAMILY DWELLINGS HAVING A FIRE FLOW AREA THAT DOES NOT EXCEED 5000FT² SHALL BE 1000 GPM FOR 1 HOUR, (NFPA 18.4.5.1.1)
 - NEWLY INSTALLED FIRE HYDRANTS MUST BE FLOW TESTED AND SHALL BE WITNESSED (FEE APPLIES) BY LAKE COUNTY FIRE INSPECTOR PRIOR TO APPROVAL OF FINAL PLAT AND ANY BUILDING PERMITS.
 - FIRE PROTECTION WATER SUPPLY WILL BE AVAILABLE PRIOR TO AND DURING CONSTRUCTION.

- LEGEND**
- | | | | |
|--|------------------------------------|--|-------------------------------------|
| | PROPOSED FIRE HYDRANT ASSEMBLY | | EXTERIOR PARCEL LINE |
| | PROPOSED WATER SERVICE (TYPICAL) | | EXISTING CONCRETE |
| | EXISTING WATER MAIN | | PROPOSED CONCRETE |
| | PROPOSED WATER MAIN | | PROJECT PROPERTY LINE |
| | PROPOSED RECLAIM SERVICE (TYPICAL) | | EXISTING FENCE |
| | PROPOSED RECLAIMED WATER MAIN | | PROPOSED SANITARY SERVICE (TYPICAL) |
| | EXISTING OVERHEAD POWER LINE | | EXISTING SANITARY MAIN |
| | PROPOSED EASEMENT | | PROPOSED SANITARY MAIN |

****CAUTION****
 EXISTING UNDERGROUND AND OVERHEAD UTILITIES ARE LOCATED WITHIN THE PROJECT AREA. THE LOCATION OF THE EXISTING UTILITIES SHOWN IN THESE PLANS IS FOR REFERENCE INFORMATION ONLY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT HORIZONTAL AND VERTICAL LOCATION OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.

DATE	REVISIONS
04-03-2023	1. REVISED BASED ON CITY COMMENTS

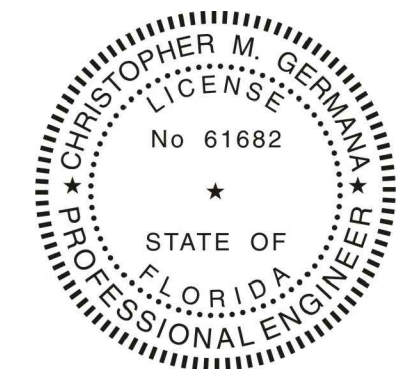
**SUBDIVISION
UTILITY PLAN**

**HIDDEN COVE
SUBDIVISION**

**GERMANA ENGINEERING
AND ASSOCIATES, LLC**
 1120 WEST MINNEOLA AVENUE
 CLEMONT, FL 34711
 WWW.GERMANAENGINEERING.COM
 ENGINEERING FIRM REGISTRY # 29279

SCALE: 1" = 60'
DATE: 03-01-2023
SHEET C6

Digitally signed
 by Christopher M
 Germana
 Date: 2023.05.01
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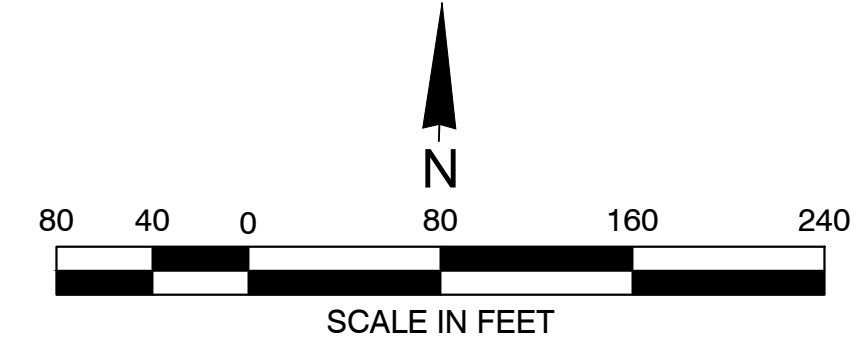
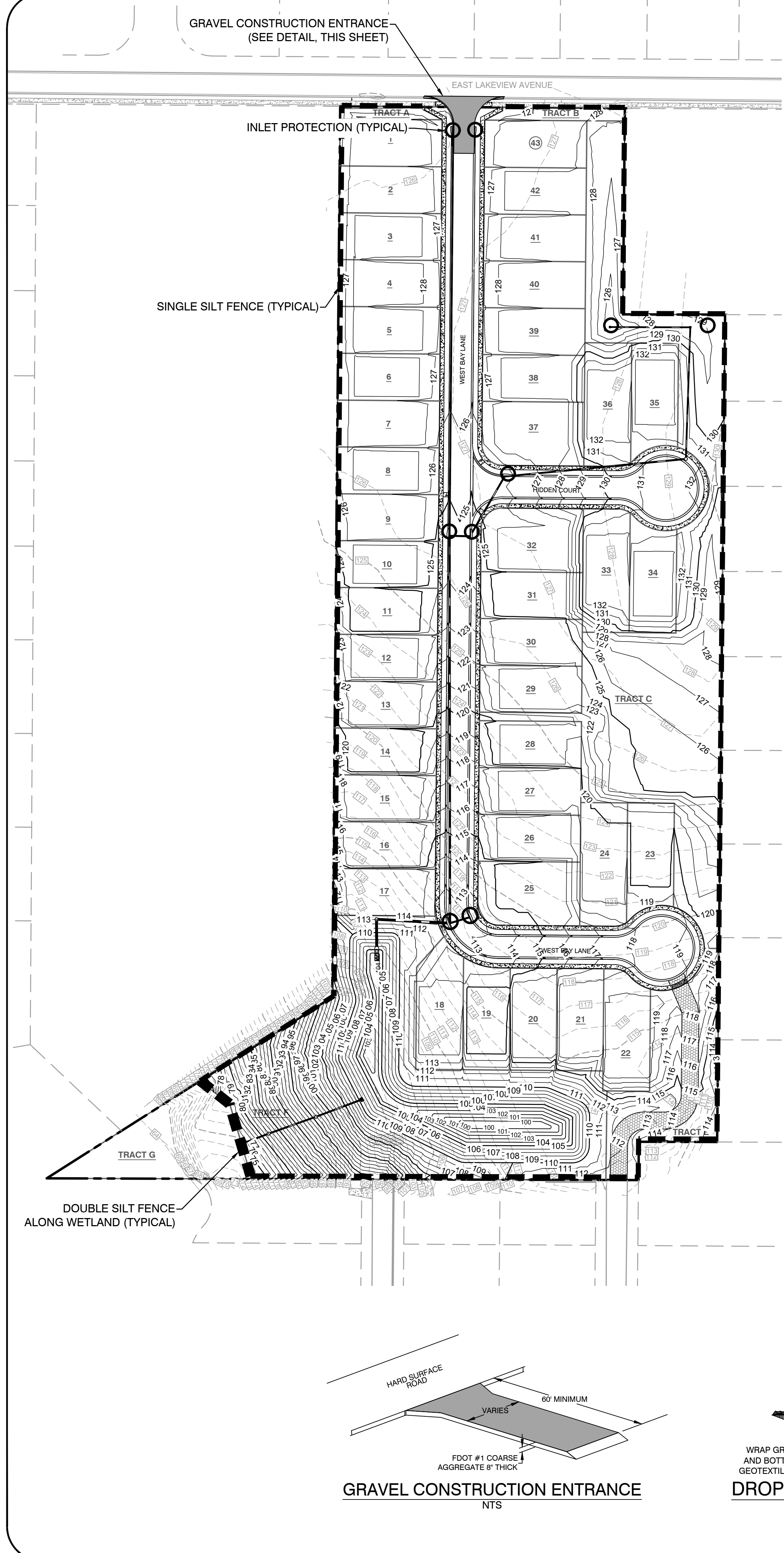


This item has been digitally signed and sealed by Christopher M. Germana, PE on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

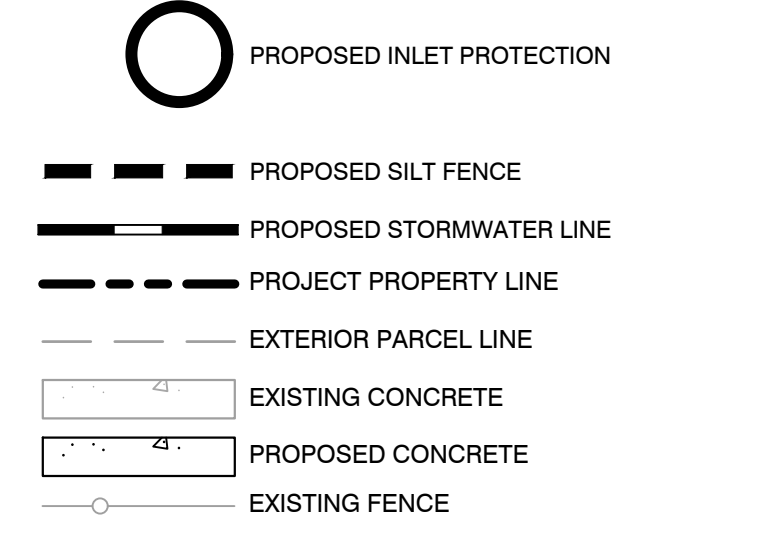
CHRISTOPHER M. GERMANA, P.E.
 FLORIDA PROFESSIONAL ENGINEER # 61682
 ENGINEERING FIRM REGISTRY # 29279

PROJECT # GE072022

EUSTIS, FLORIDA



LEGEND

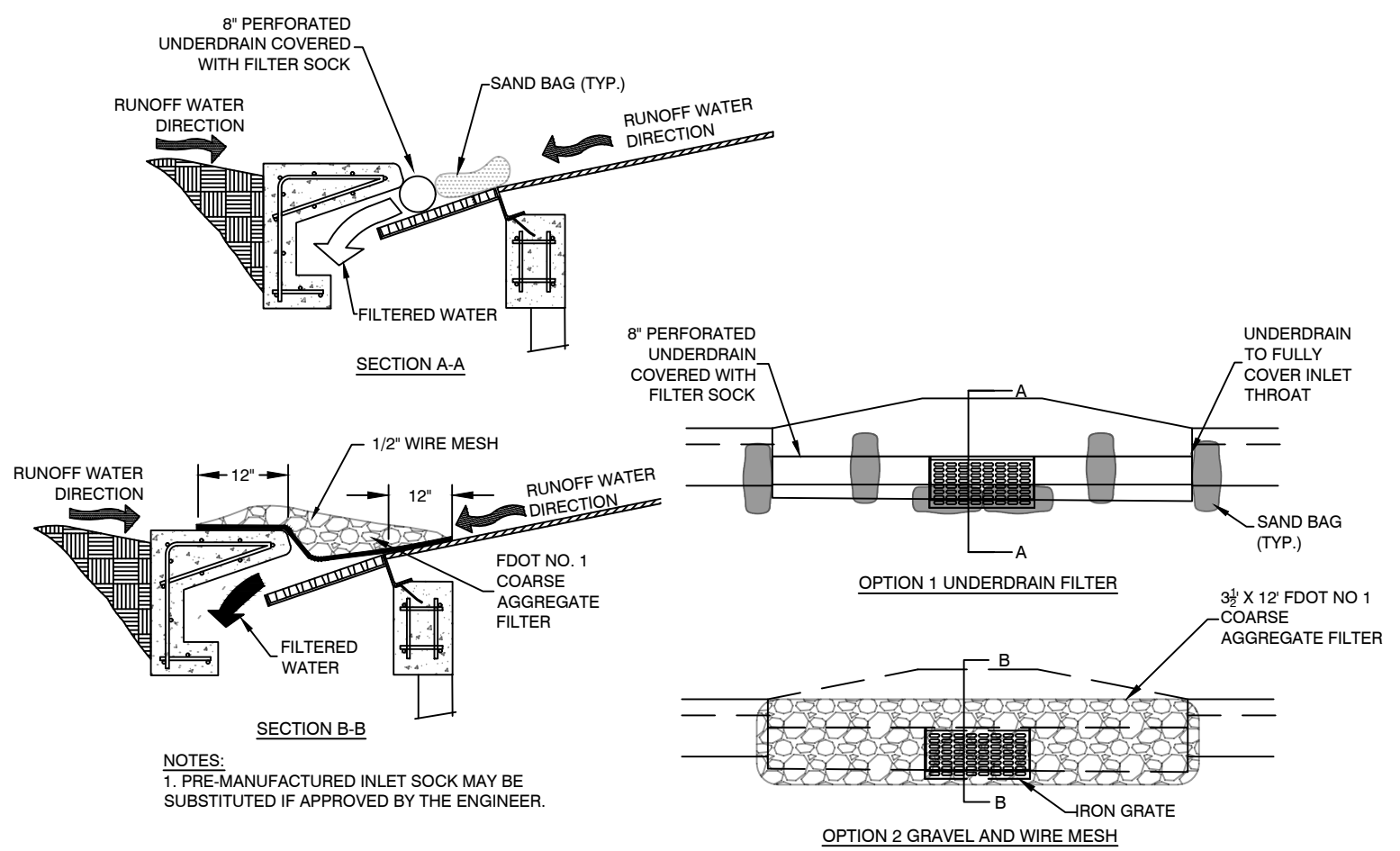


CONSTRUCTION SEQUENCE

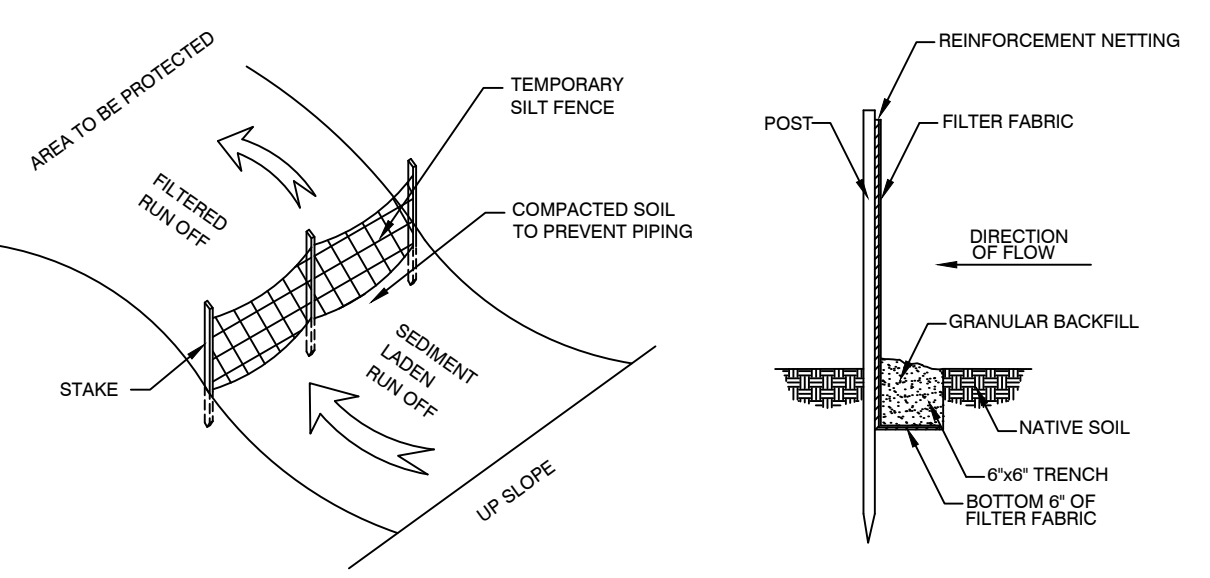
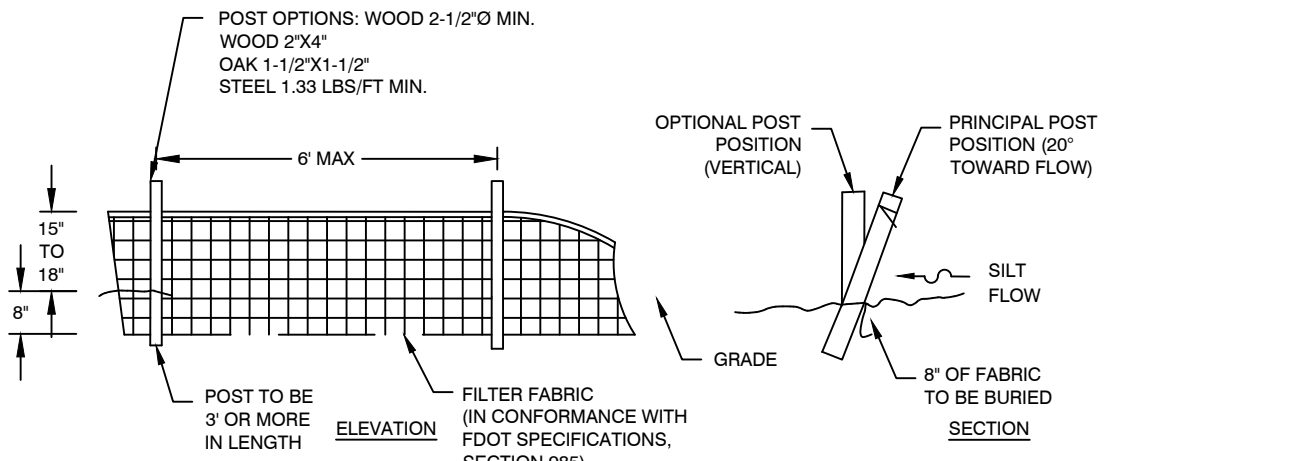
- INSTALL SEDIMENT CONTROL MEASURES
- ROUGH GRADE SITE & STOCKPILE TOPSOIL
- TEMPORARY VEGETATION
- INSTALL STORM WATER MANAGEMENT MEASURES
- INSTALL ROAD & PARKING BASE
- SURFACE ROADS & PARKING
- FINAL GRADING
- PERMANENT VEGETATION
- INSTALLING LANDSCAPING
- PERFORM CONTINUING MAINTENANCE

NOTES

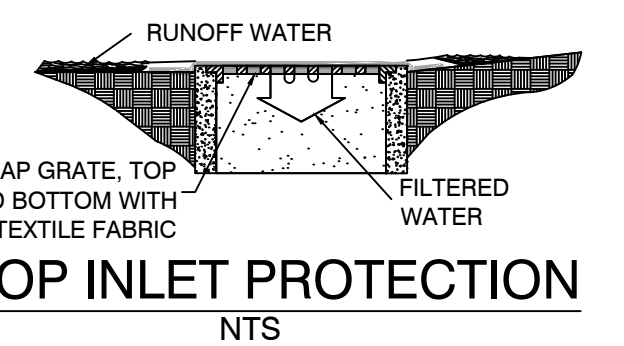
- ALL ON-SITE UTILITIES TO BE OWNED AND MAINTAINED BY THE CITY OF EUSTIS.
- EXISTING UTILITIES ARE SHOWN FOR INFORMATION ONLY. IT IS THE CONTRACTOR'S RESPONSIBILITY TO LOCATE THE EXACT LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION. DAMAGE TO EXISTING UTILITIES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE REPAIRED AT THE CONTRACTOR'S OWN EXPENSE.



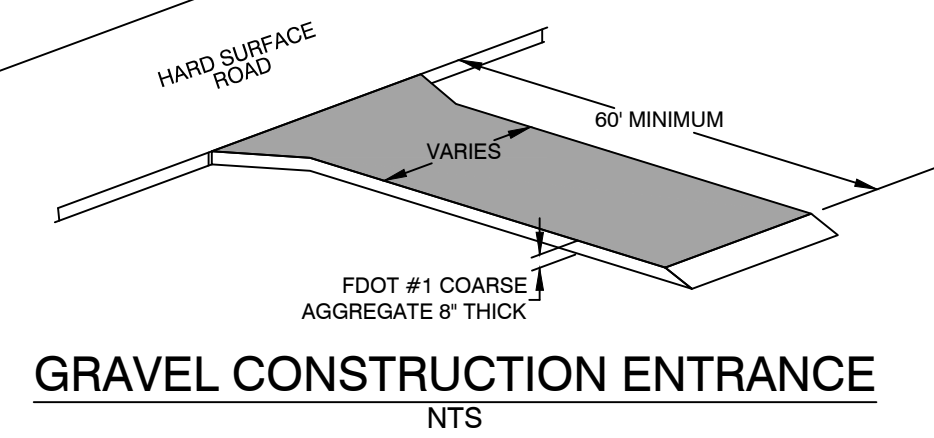
CURB INLET PROTECTION NTS



SILT FENCE NTS



DROP INLET PROTECTION NTS



GRAVEL CONSTRUCTION ENTRANCE NTS

EROSION CONTROL NOTES

- STORMWATER POLLUTION PREVENTION PLAN**
- ATTENTION IS DRAWN TO THE FACT THAT THIS PROJECT IS PERMITTED UNDER THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION GENERIC PERMIT FOR STORMWATER DISCHARGE FROM LARGE AND SMALL CONSTRUCTION ACTIVITIES. IT IS THE CONTRACTOR'S RESPONSIBILITY TO BE FAMILIAR WITH THE REQUIREMENTS OF THIS PERMIT, AND TO UNDERTAKE ANY MEASURES NECESSARY TO COMPLY WITH SAID REQUIREMENTS.
 - IT MAY BE NECESSARY, DUE TO WEATHER CONDITIONS, PHASING OF CONSTRUCTION ACTIVITIES, QUANTITY AND TYPE OF MATERIALS, ETC., TO TAKE ADDITIONAL MEASURES TO COMPLY WITH THE N.P.D.E.S. PERMIT THAT ARE NOT OUTLINED IN THESE PLANS. THE CONTRACTOR IS FULLY RESPONSIBLE FOR IMPLEMENTATION OF WHATEVER MEASURES ARE NECESSARY TO PREVENT THE DISCHARGE OF POLLUTANTS, INCLUDING BUT NOT LIMITED TO TURBID WATER RUNOFF, AND FUGITIVE AIRBORNE PARTICULATE POLLUTANTS.
 - THE CONTRACTOR IS FURTHER ADVISED THAT A SEPARATE STORMWATER POLLUTION PREVENTION PLAN (S.W.P.P.P.) HAS BEEN PREPARED FOR THIS PROJECT AND IS HEREBY MADE PART OF THE CONSTRUCTION DOCUMENTS.
 - THIS INFORMATION REPRESENTS THE MINIMUM AMOUNT OF EROSION AND SEDIMENT CONTROL MEASURES, IN THE OPINION OF THE ENGINEER, THAT MAY BE NECESSARY FOR ANY ADDITIONAL MEASURES OR PRACTICES THAT MAY BE NECESSARY TO CONTROL EROSION, TURBID DISCHARGE, FUGITIVE PARTICULATES, ETC. TO FULLY COMPLY WITH ALL GOVERNMENTAL RULES AND/OR PERMIT REQUIREMENTS.

- GENERAL NOTES**
- THE FOLLOWING LIST REPRESENTS A BASIC EROSION AND SEDIMENT CONTROL PROGRAM WHICH IS TO BE IMPLEMENTED TO HELP PREVENT OFF-SITE SEDIMENTATION DURING AND AFTER CONSTRUCTION OF THE PROJECT.
 - TEMPORARY EROSION CONTROL TO BE UTILIZED DURING CONSTRUCTION AT AREAS DESIGNATED BY THE ENGINEER OR AREAS ON SITE WHERE UNSTABILIZED GRADES MAY CAUSE EROSION PROBLEMS. EROSION CONTROL MAY BE REMOVED AFTER UPSLOPE AREA HAS BEEN STABILIZED BY SOD, OR COMPACTED AS DETERMINED BY THE ENGINEER.
 - PERMANENT EROSION AND SEDIMENT CONTROL MEASURES SHALL BE INSTALLED AT THE EARLIEST PRACTICAL TIME CONSISTENT WITH GOOD CONSTRUCTION PRACTICES. ONE OF THE FIRST CONSTRUCTION ACTIVITIES SHOULD BE THE PLACEMENT OF PERMANENT AND TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES AROUND THE PERIMETER OF THE PROJECT OR THE INITIAL WORK AREA TO PROTECT THE PROJECT, ADJACENT PROPERTIES AND WATER RESOURCES.
 - TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE COORDINATED WITH PERMANENT MEASURES TO ASSURE ECONOMICAL, EFFECTIVE, AND CONTINUOUS CONTROL THROUGHOUT THE CONSTRUCTION PHASE. TEMPORARY MEASURES SHALL NOT BE CONSTRUCTED FOR EXPEDIENCY IN LIEU OF PERMANENT MEASURES.
 - EROSION AND SEDIMENT CONTROL MEASURES SHALL BE ADEQUATELY MAINTAINED TO PERFORM THEIR INTENDED FUNCTION DURING CONSTRUCTION OF THE PROJECT.
 - NECESSARY REPAIRS TO BARRIERS OR REPLACEMENT OF BARRIERS SHALL BE ACCOMPLISHED PROMPTLY.
 - SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH RAINFALL. THEY MUST BE REMOVED WHEN THE LEVEL OF DEPOSITION REACHES APPROXIMATELY ONE-HALF THE HEIGHT OF THE BARRIER.
 - MATERIAL FROM SEDIMENT TRAPS SHALL NOT BE STOCKPILED OR DISPOSED OF IN A MANNER WHICH MAKES THEM READILY SUSCEPTIBLE TO BEING WASHED INTO ANY WATER COURSE BY RUNOFF OR HIGH WATER.
 - ANY SEDIMENT DEPOSITS REMAINING IN PLACE AFTER THE BARRIERS ARE NO LONGER REQUIRED SHALL BE DRESSED TO CONFORM TO THE EXISTING GRADE, PREPARED, AND SEED.

- SEDIMENT FENCE**
- THE SEDIMENT BARRIER UTILIZES STANDARDS STRENGTH OR EXTRA STRENGTH SYNTHETIC FILTER FABRICS. IT IS DESIGNED FOR SITUATIONS IN WHICH ONLY SHEET OR OVERLAND FLOWS ARE EXPECTED.
 - THE HEIGHT OF A SEDIMENT FENCE SHALL NOT EXCEED 36-INCHES (HIGHER FENCES MAY IMPOUND VOLUMES OF WATER SUFFICIENT TO CAUSE FAILURE OF THE STRUCTURE).
 - THE FILTER FABRIC SHALL BE PURCHASED IN A CONTINUOUS ROLL, CUT TO THE LENGTH OF THE BARRIER TO AVOID THE USE OF JOINTS. WHEN JOINTS ARE NECESSARY, FILTER CLOTH SHALL BE SPICED TOGETHER ONLY AT A SUPPORT POST, WITH A MINIMUM 1-INCH OVERLAP, AND SECURELY SEALED.
 - POSTS SHALL BE SPACED A MAXIMUM OF 10 FEET APART AT THE BARRIER LOCATION AND DRIVEN SECURELY INTO THE GROUND (MINIMUM 12 INCHES), WHEN EXTRA STRENGTH FABRIC IS USED WITHOUT THE WIRE SUPPORT FENCE, POST SPACING SHALL NOT EXCEED 6 FEET.
 - A TRENCH SHALL BE EXCAVATED APPROXIMATELY 4 INCHES WIDE AND 4 INCHES DEEP ALONG THE LINE OF POSTS AND UPSLOPE FROM THE BARRIER.
 - WHEN STANDARD STRENGTH FILTER FABRIC IS USED, A WIRE MESH SUPPORT FENCE SHALL BE FASTENED SECURELY TO THE UPSLOPE SIDE OF THE POSTS USING HEAVY DUTY WIRE STAPLES AT LEAST 1-INCH LONG. THE WIRE MESH SHALL EXTEND INTO THE TRENCH A MINIMUM OF 2 INCHES AND SHALL NOT EXTEND MORE THAN 36 INCHES ABOVE THE ORIGINAL GROUND SURFACE.
 - THE STANDARD STRENGTH FILTER FABRIC SHALL BE STAPLED OR WIRED TO THE FENCE, AND 8-INCHES OF THE FABRIC SHALL BE EXTENDED INTO THE TRENCH. THE FABRIC SHALL NOT EXTEND MORE THAN 36 INCHES ABOVE THE ORIGINAL GROUND SURFACE. FILTER FABRIC SHALL NOT BE STAPLED TO EXISTING TREES.
 - WHEN EXTRA STRENGTH FILTER FABRIC AND CLOSURE POST SPACING ARE USED, THE WIRE MESH SUPPORT FENCE MAY BE ELIMINATED IN SUCH A CASE, THE FILTER FABRIC IS STAPLED OR WIRED DIRECTLY TO THE POSTS WITH ALL OTHER PROVISION OF ITEM NO. 6, APPLYING.
 - THE TRENCH SHALL BE BACKFILLED AND SOIL COMPACTED OVER THE FILTER FABRIC.
 - SEDIMENT FENCES SHALL BE REMOVED WHEN THEY HAVE SERVED THEIR USEFUL PURPOSE, BUT NOT BEFORE THE UPSLOPE AREA HAS BEEN PERMANENTLY STABILIZED.

- SEDIMENT FENCE MAINTENANCE**
- SEDIMENT BARRIERS SHALL BE INSPECTED IMMEDIATELY AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL. ANY REQUIRED REPAIRS SHALL BE MADE IMMEDIATELY.
 - SHOULD THE FABRIC ON A SEDIMENT FENCE OR FILTER BARRIER DECOMPOSE OR BECOME INEFFECTIVE PRIOR TO THE END OF THE EXPECTED USABLE LIFE AND THE BARRIER IS STILL NECESSARY, THE FABRIC SHALL BE REPLACED PROMPTLY.
 - SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH STORM EVENT. THEY MUST BE REMOVED WHEN DEPOSITS REACH APPROXIMATELY ONE-THIRD THE HEIGHT OF THE BARRIER.
 - ANY SEDIMENT DEPOSITS REMAINING IN PLACE AFTER THE SEDIMENT FENCE OR FILTER BARRIER IS NO LONGER REQUIRED SHALL BE DRESSED TO CONFORM WITH THE EXISTING GRADE, PREPARED, AND SEED.

- DITCH BARRIERS**
- STRAW BALES SHALL BE PLACED IN A SINGLE ROW, LENGTHWISE, ORIENTED PERPENDICULAR TO THE CONTOUR, WITH ENDS OF ADJACENT BALES TIGHTLY ABUTTING ONE ANOTHER.
 - THE REMAINING STEPS FOR INSTALLING A STRAW BALE BARRIER FOR SHEET FLOW APPLICATIONS APPLY HERE, WITH THE FOLLOWING ADDITION.
 - THE STRAW BALES SHALL BE INSTALLED SUCH THAT UNDERCUTTING BENEATH THE BALES IS MINIMIZED BY THE USE OF ROCK CHECK DAMS PLACED ADJACENT TO THE STRAW BALES.
 - THE BARRIER SHALL BE EXTENDED TO SUCH A LENGTH THAT THE BOTTOMS OF THE END BALES ARE HIGHER IN ELEVATION THAN THE TOP OF THE LOWEST MIDDLE BALE TO ASSURE THAT SEDIMENT LADEN RUNOFF WILL FLOW EITHER THROUGH OR OVER THE BARRIER BUT NOT AROUND IT.

- DITCH BARRIER MAINTENANCE**
- STRAW BALES SHALL BE INSPECTED IMMEDIATELY AFTER EACH RAINFALL AND AT LEAST DAILY DURING PROLONGED RAINFALL.
 - CLOSE ATTENTION SHALL BE PAID TO THE REPAIR OF DAMAGED BALES, END RUNS, AND UNDERCUTTING BENEATH BALES.
 - NECESSARY REPAIRS TO BARRIERS OR REPLACEMENT OF BALES SHALL BE ACCOMPLISHED PROMPTLY.
 - SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH RAINFALL. THEY MUST BE REMOVED WHEN THE LEVEL OF DEPOSITION REACHES APPROXIMATELY ONE-HALF THE HEIGHT OF THE BARRIER.
 - ANY SEDIMENT DEPOSITS REMAINING IN PLACE AFTER THE STRAW BALE BARRIER IS NO LONGER REQUIRED SHALL BE DRESSED TO CONFORM TO THE EXISTING GRADE, PREPARED, AND SEED.

- TIMING OF SEDIMENT CONTROL PRACTICES**
- SEDIMENT CONTROL PRACTICES SHALL BE FUNCTIONAL THROUGHOUT EARTH DISTURBING ACTIVITY.
 - SETTLING FACILITIES, PERIMETER CONTROLS, AND OTHER PRACTICES INTENDED TO TRAP SEDIMENT SHALL BE IMPLEMENTED AS THE FIRST STEP OF GRADING AND WITHIN SEVEN DAYS FROM THE START OF GRUBBING. THEY SHALL CONTINUE TO FUNCTION UNTIL THE UPSLOPE DEVELOPMENT AREA IS RE-STABILIZED.
- STABILIZATION OF NON-STRUCTURAL PRACTICES**
- CONTROL PRACTICES SHALL PRESERVE EXISTING VEGETATION WHERE ATTAINABLE AND DISTURBED AREAS SHALL BE RE-VEGETATED AS SOON AS IT IS PRACTICAL AFTER GRADING OR CONSTRUCTION.
 - PERMANENT OR TEMPORARY SOIL STABILIZATION SHALL BE APPLIED TO DENUDED AREAS WITHIN FOURTEEN DAYS AFTER FINAL GRADE IS REACHED ON ANY PORTION OF THE SITE, AND SHALL ALSO BE APPLIED WITHIN SEVEN DAYS TO DENUDED AREAS WHICH MAY NOT BE AT FINAL GRADE, WHERE CONSTRUCTION ACTIVITIES HAVE PERMANENTLY OR TEMPORARILY CEASED.

- MAINTENANCE**
- TEMPORARY EROSION CONTROL FEATURES SHALL BE ACCEPTABLY MAINTAINED AND SHALL BE REMOVED OR REPAIRED BY THE CONTRACTOR AT NO COST TO THE OWNER. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE SPECIFICATIONS.
- SEDIMENT BARRIERS**
- SHEET FLOW RUNOFF FROM DENUDED AREAS SHALL BE INTERCEPTED BY SEDIMENT BARRIERS. SEDIMENT BARRIERS SUCH AS A SEDIMENT FENCE OR OVERSPILLS TO SETTLING FACILITIES SHALL PROTECT ADJACENT PROPERTIES AND WATER RESOURCES FROM SEDIMENT TRANSPORTED BY SHEET FLOW.
- STOCKPILES**
- ALL SOIL STOCKPILES SHALL BE PROTECTED FROM EROSION BY PERIMETER CONTROL DEVICES SUCH AS STRAW BALE DIKES OR FILTER FABRIC FENCES, AND THESE PERIMETER CONTROL DEVICES SHALL BE MAINTAINED THROUGHOUT THE LIFE OF THE PROJECT.
- INLET PROTECTION**
- ALL STORM SEWER INLETS WHICH ACCEPT WATER RUNOFF FROM THE DEVELOPMENT AREA SHALL BE PROTECTED SO THAT SEDIMENT-LADEN WATER WILL NOT ENTER THE STORM SYSTEM WITHOUT FIRST BEING PONDED AND FILTERED.
- CONSTRUCTION ACCESS ROUTES**
- MEASURES SHALL BE TAKEN TO PREVENT SOIL TRANSPORT ONTO SURFACES OR PUBLIC ROADS WHERE RUNOFF IS NOT CHECKED.
- PERMANENT VEGETATION**
- PERMANENT VEGETATION SHALL NOT BE CONSIDERED ESTABLISHED UNTIL GROUND COVER IS ACHIEVED WHICH, IN THE OPINION OF THE ENGINEER, PROVIDES ADEQUATE COVER AND IS MATURE ENOUGH TO CONTROL SOIL EROSION SATISFACTORILY AND TO SURVIVE ADVERSE WEATHER CONDITIONS.

- INSPECTION SCHEDULE**
- DIRECTION STABLE AND STRUCTURAL PROTECTION - INSPECT EVERY 7 DAYS OR AFTER EACH RAINSTORM PRODUCING RUNOFF. REPAIR AS REQUIRED.
 - INLET PROTECTION - INSPECT FOR SEDIMENT ACCUMULATION AFTER EACH RAINFALL AND DAILY DURING CONTINUED RAINFALL. REPAIR OR REPLACE WHEN WATER FLOW IS RESTRICTED BY SEDIMENT.
 - VEGETATIVE PLANTING - INSPECT AFTER SPROUTING OCCURS AND REPLANT BARE AREAS. INSPECT ESTABLISHED COVER EVERY 15 DAYS FOR DAMAGE. REPLANT AS REQUIRED. MAINTAIN ESTABLISHED COVER AT MAXIMUM 6" HEIGHT. IRRIGATE AS REQUIRED DURING DRY PERIODS TO MAINTAIN LIVE VEGETATION.

EROSION CONTROL SUMMARY

EROSION CONTROL DESIGNER: **GERMANA ENGINEERING AND ASSOCIATES, LLC.**
 CONTACT: CHRISTOPHER M. GERMANA, PE
 1120 WEST MINNEOLA AVENUE
 CLERMONT, FLORIDA 34711
 (352) 242-9329

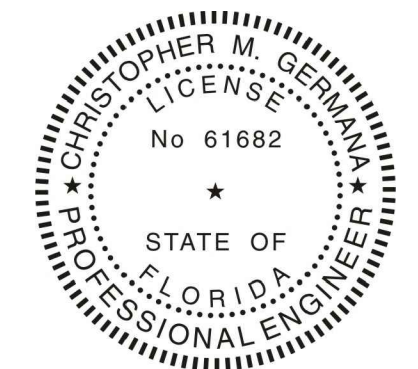
OWNER/DEVELOPER: **LAKE RC LLC.**
 CONTACT: THOMAS ZAHN
 128 NORTH EUSTIS STREET, SUITE 101
 EUSTIS, FLORIDA 32726
 (352) 989-6000

AREA ADJACENT TO SITE: THE PROJECT SITE IS BORDERED BY LAKEVIEW AVENUE AND SINGLE-FAMILY RESIDENTIAL TO THE NORTH, SINGLE-FAMILY RESIDENTIAL TO THE EAST AND SOUTH, WEST CROOKED LAKE TO THE SOUTHWEST, AND VACANT LAND TO THE WEST.

EROSION CONTROL MEASURES: EROSION AND RUNOFF WILL BE CONTROLLED BY CONSTRUCTION ENTRANCE, SILT FENCE AND INLET PROTECTION AS NEEDED.

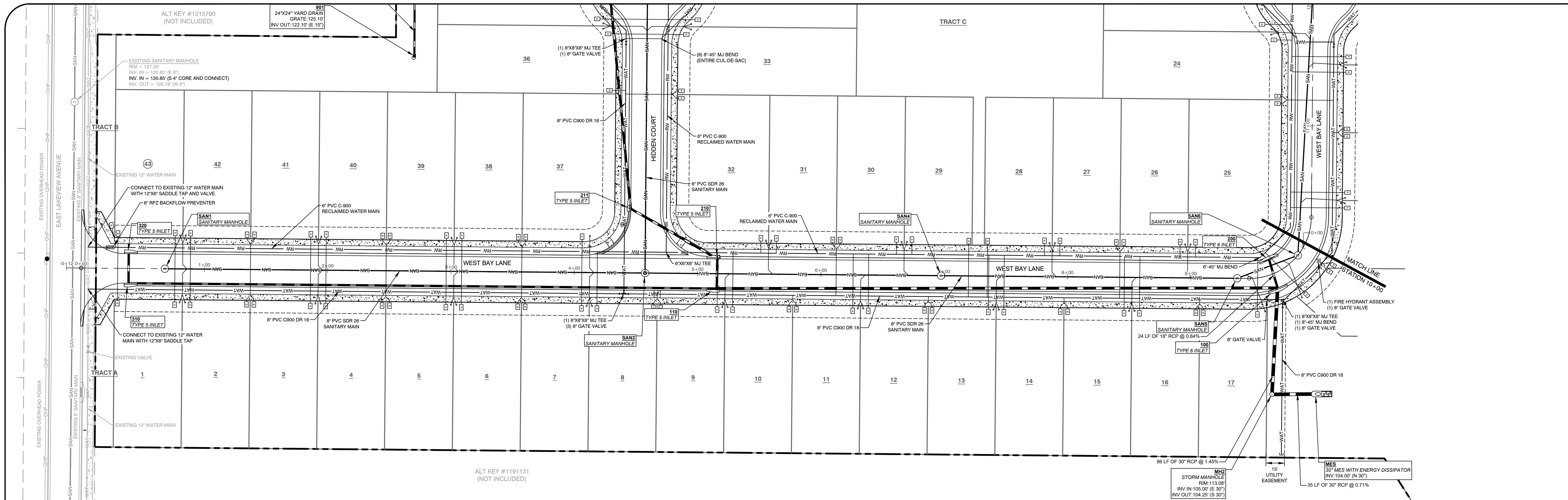
This item has been digitally signed and sealed by Christopher M. Germana, P.E. in the state of Florida. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Digitally signed by Christopher M Germana
 Date: 2023.05.01 16:25:18 -04'00'



DATE	04-03-2023
REVISIONS	1. REVISED BASED ON CITY COMMENTS
#	
STORMWATER POLLUTION PREVENTION PLAN	
HIDDEN COVE SUBDIVISION	
PROJECT # GE072022	
EUSTIS, FLORIDA	
GERMANA ENGINEERING AND ASSOCIATES, LLC	
1120 WEST MINNEOLA AVENUE CLERMONT, FL 34711 WWW.GERMANAENGINEERING.COM ENGINEERING FIRM REGISTRY # 29279	
SCALE:	1" = 80'
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SHEET	C7

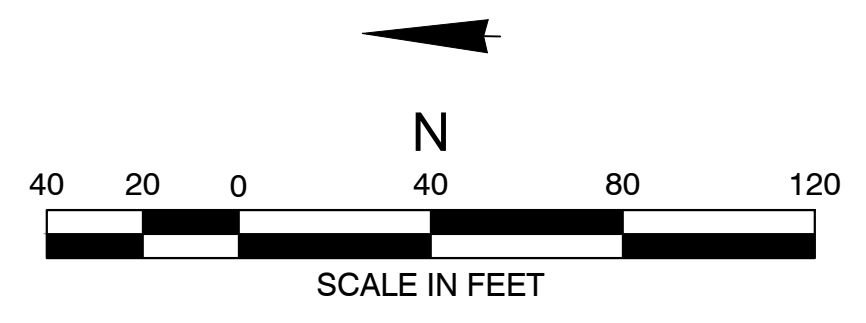
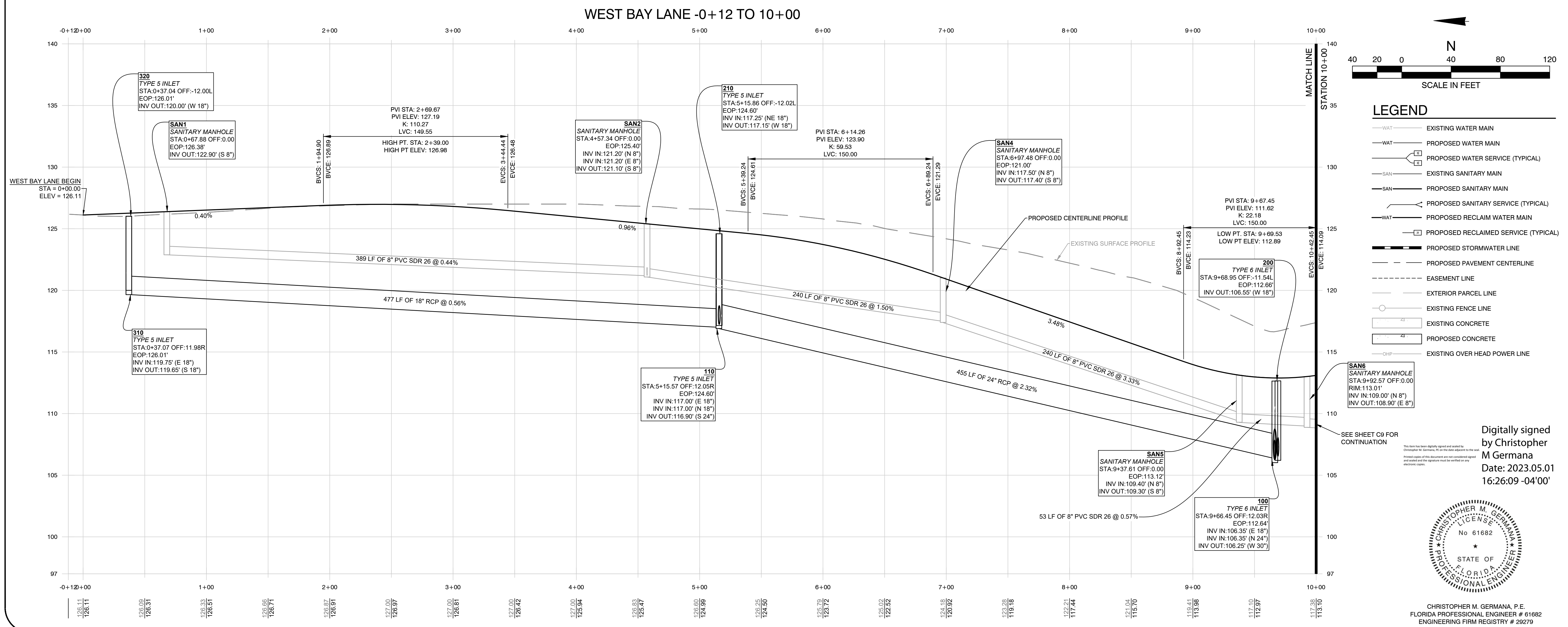
CHRISTOPHER M. GERMANA, P.E.
 FLORIDA PROFESSIONAL ENGINEER # 61682
 ENGINEERING FIRM REGISTRY # 29279



#	REVISIONS	DATE
1.	REVISED BASED ON CITY COMMENTS	04-03-2023

**WEST BAY LANE
PLAN AND PROFILE
-0+12 TO 10+00**

PROJECT # GE072022



LEGEND

- WAT— EXISTING WATER MAIN
- WAT— PROPOSED WATER MAIN
- WAT— PROPOSED WATER SERVICE (TYPICAL)
- SAN— EXISTING SANITARY MAIN
- SAN— PROPOSED SANITARY MAIN
- SAN— PROPOSED SANITARY SERVICE (TYPICAL)
- WAT— PROPOSED RECLAIM WATER MAIN
- WAT— PROPOSED RECLAIM SERVICE (TYPICAL)
- S— PROPOSED STORMWATER LINE
- P— PROPOSED PAVEMENT CENTERLINE
- E— EASEMENT LINE
- P— EXTERIOR PARCEL LINE
- F— EXISTING FENCE LINE
- C— EXISTING CONCRETE
- C— PROPOSED CONCRETE
- OHP— EXISTING OVER HEAD POWER LINE

**HIDDEN COVE
SUBDIVISION**

EUSTIS, FLORIDA

GERMANA ENGINEERING AND ASSOCIATES, LLC
 1120 WEST MINNIEA AVENUE
 CLEMONT, FL 34711
 WWW.GERMANAENGINEERING.COM
 ENGINEERING FIRM REGISTRY # 29279

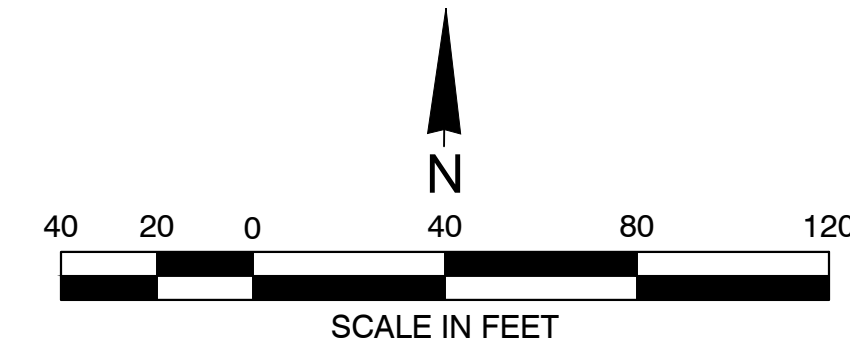
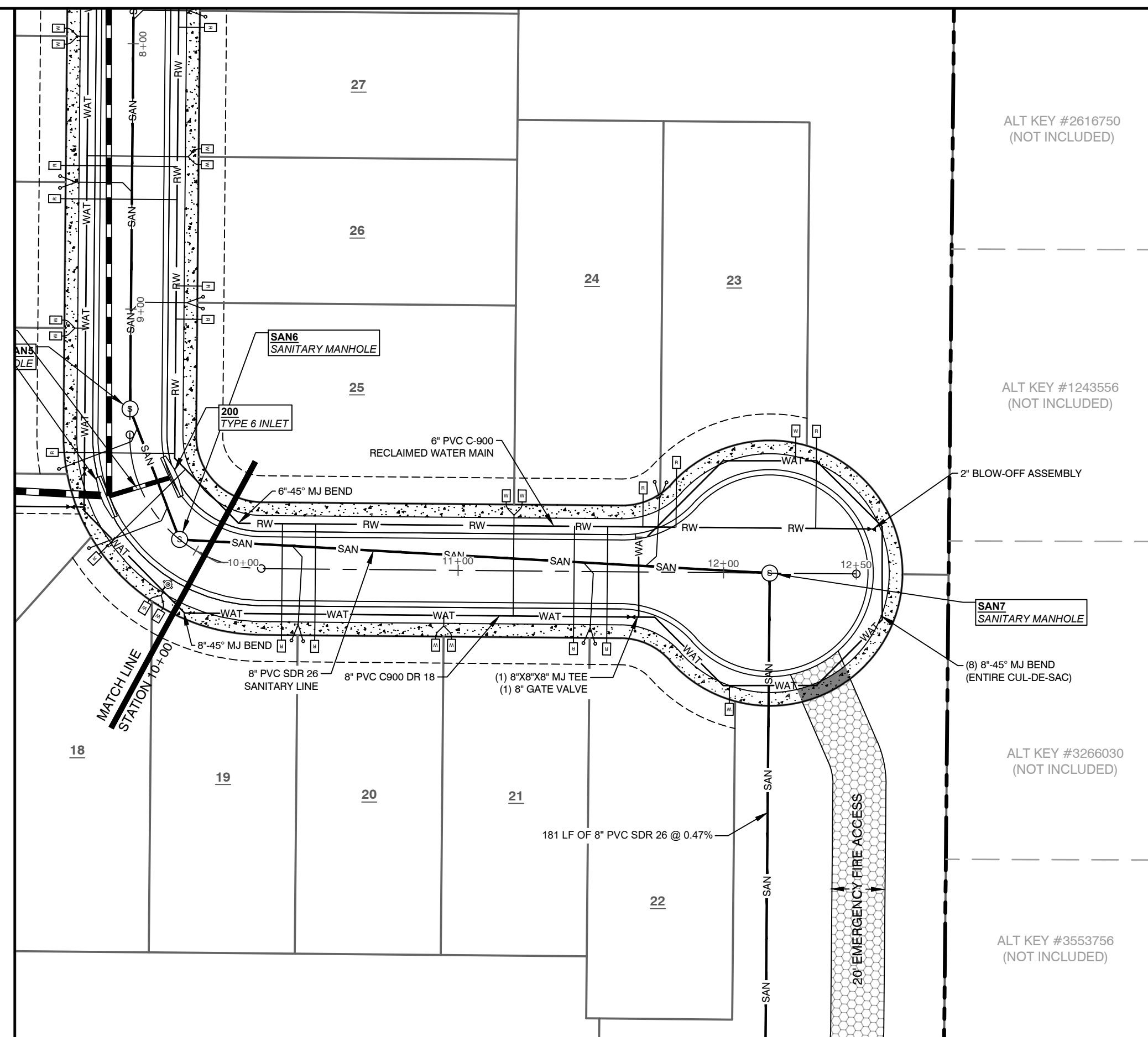
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CHRISTOPHER M. GERMANA, P.E.
 FLORIDA PROFESSIONAL ENGINEER # 61682
 ENGINEERING FIRM REGISTRY # 29279



LEGEND

- WAT — EXISTING WATER MAIN
- WAT — PROPOSED WATER MAIN
- WAT — PROPOSED WATER SERVICE (TYPICAL)
- SAN — EXISTING SANITARY MAIN
- SAN — PROPOSED SANITARY MAIN
- SAN — PROPOSED SANITARY SERVICE (TYPICAL)
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- — PROPOSED STORMWATER LINE
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- — EASEMENT LINE
- — EXTERIOR PARCEL LINE
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- — EXISTING CONCRETE
- — PROPOSED CONCRETE

REVISIONS	DATE
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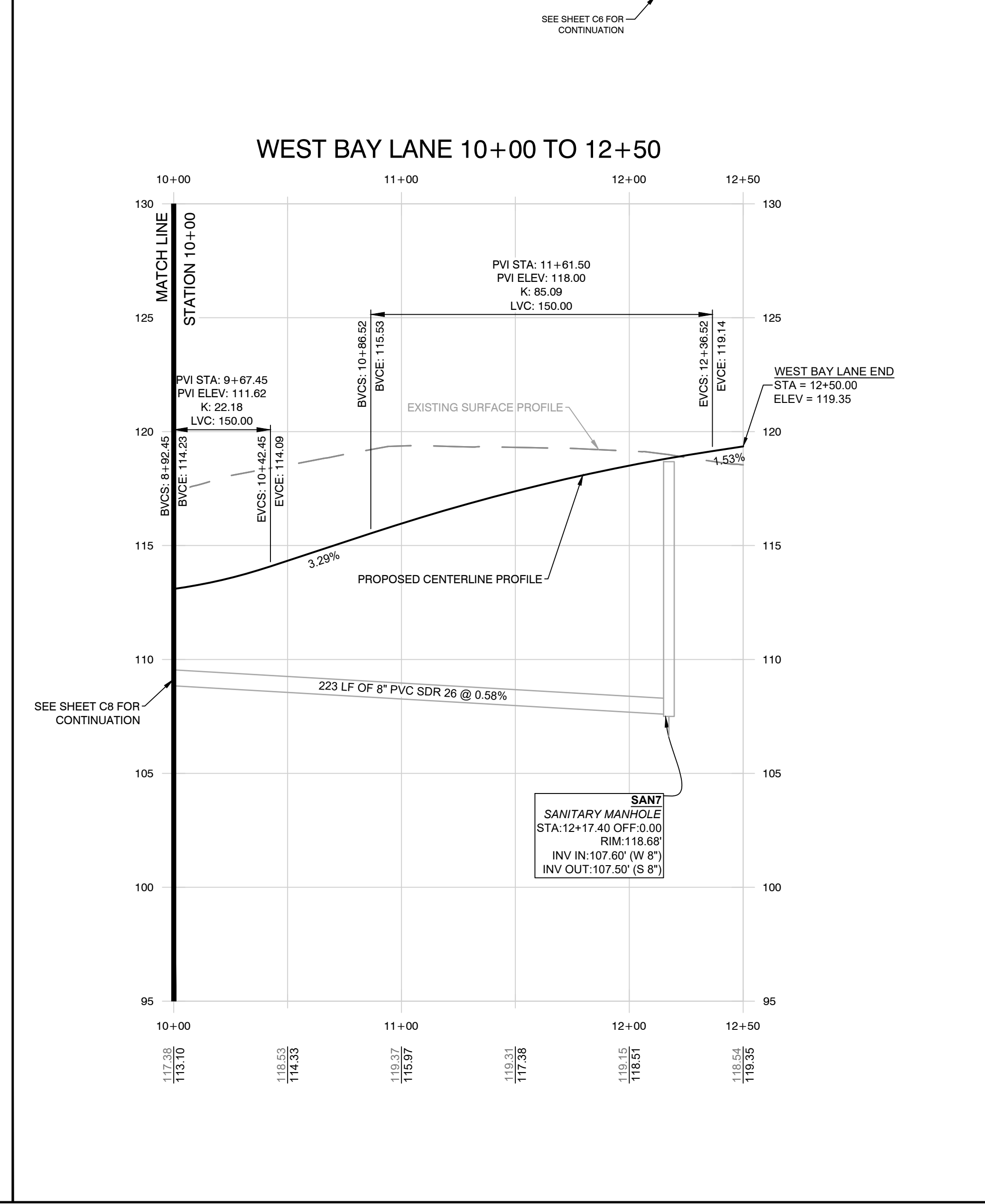
**WEST BAY LANE
PLAN AND PROFILE
10+00 TO 12+50**

**HIDDEN COVE
SUBDIVISION**

**GERMANA ENGINEERING
AND ASSOCIATES, LLC**
1120 WEST MINNEOLA AVENUE
CLERMONT, FL 34711
WWW.GERMANAENGINEERING.COM
ENGINEERING FIRM REGISTRY # 29279

SCALE: 1" = 40'
DATE: 03-01-2023

SHEET
C9



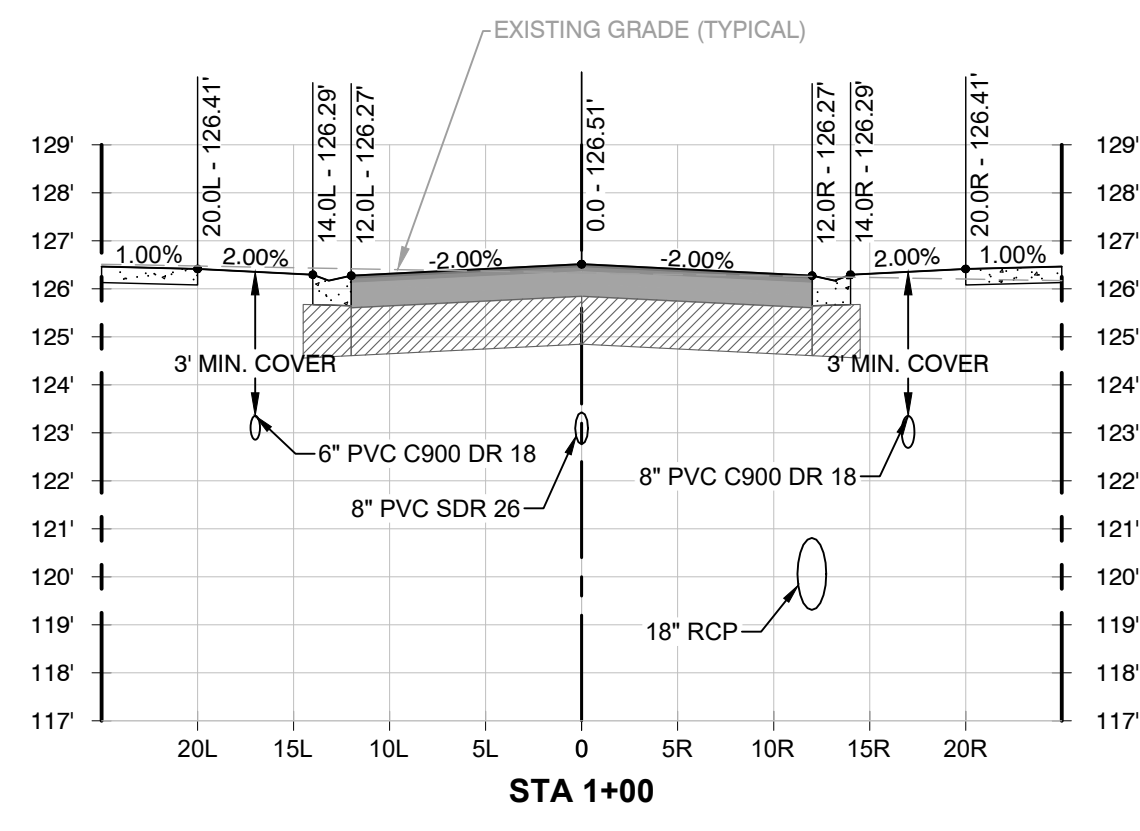
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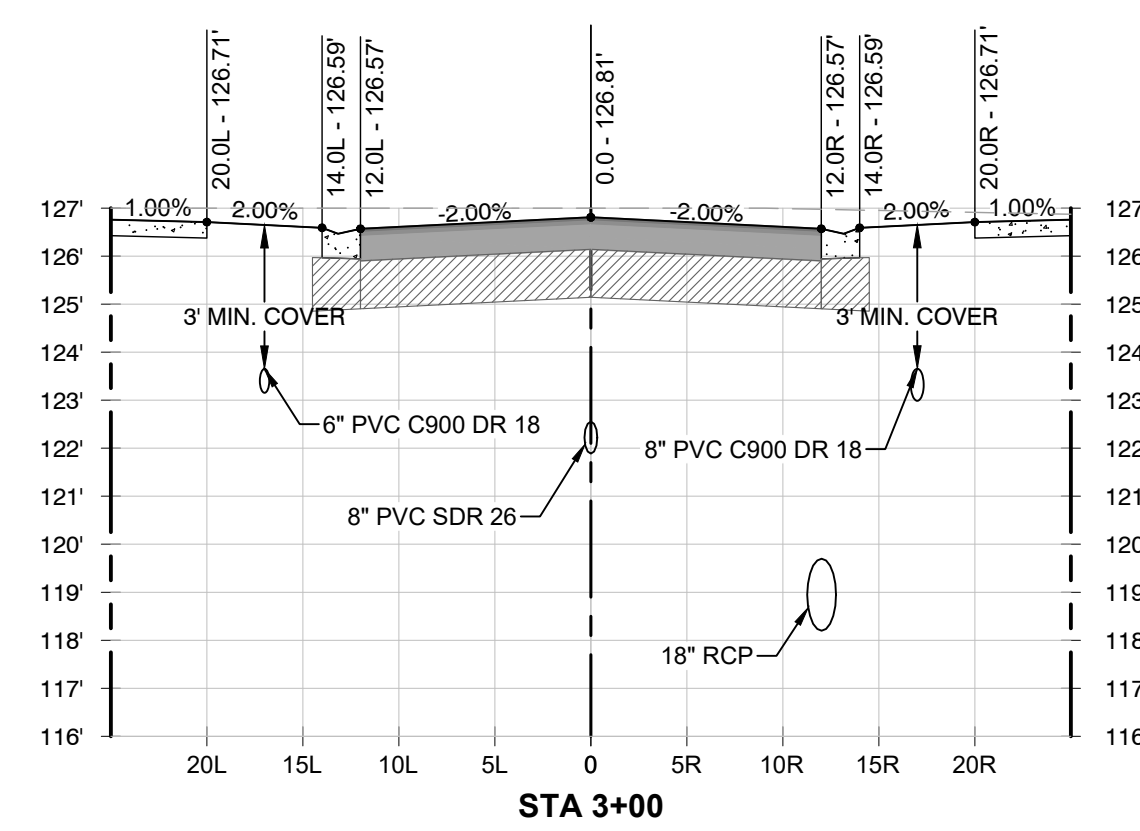
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PROJECT # GE072022

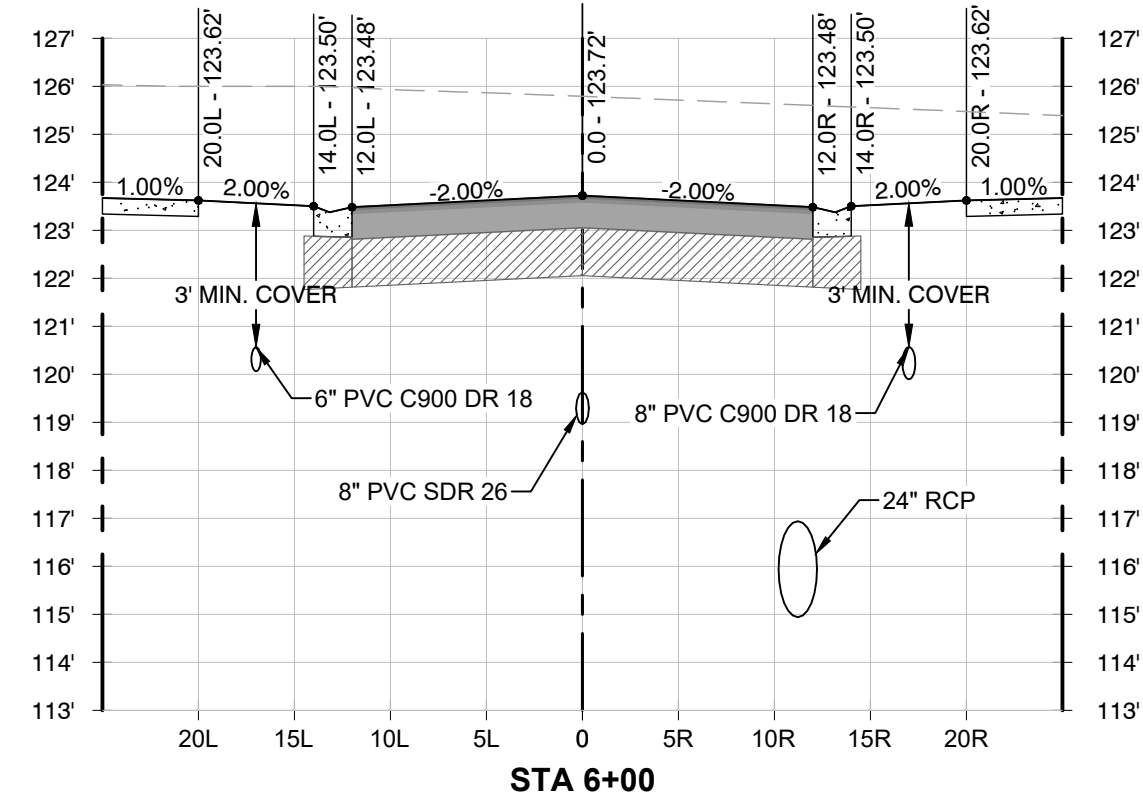
EUSTIS, FLORIDA



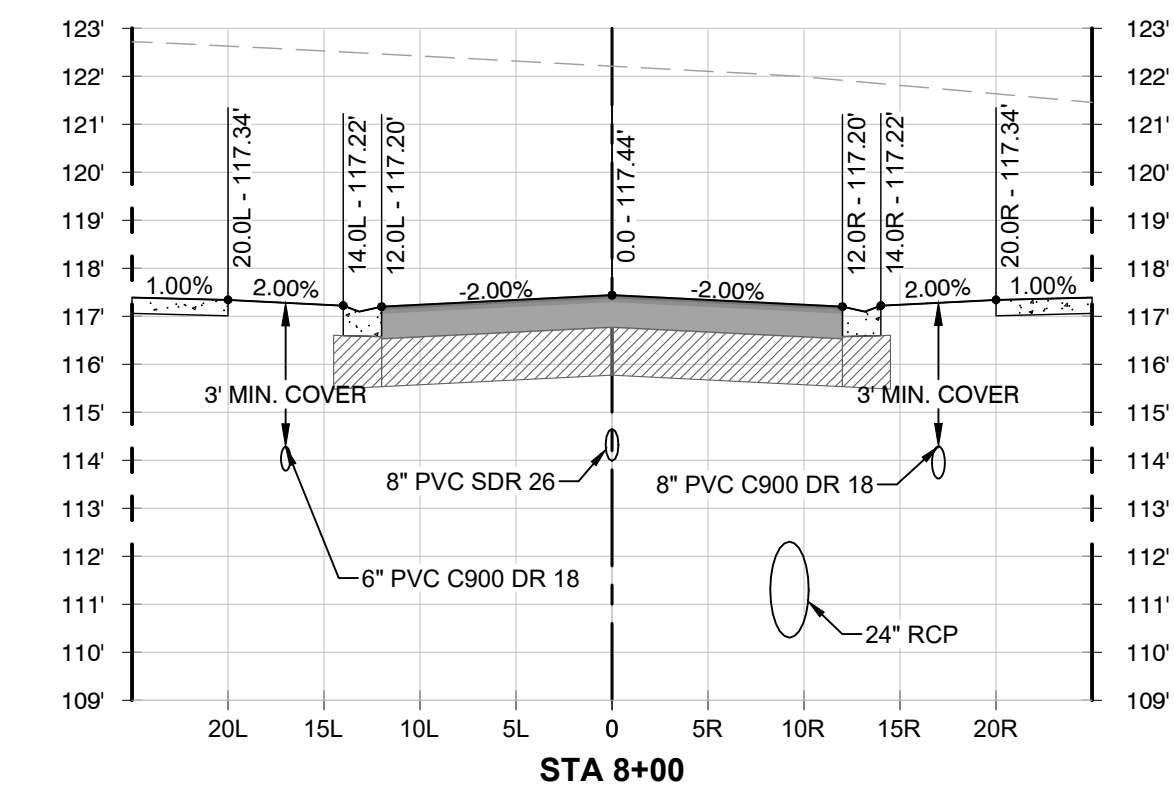
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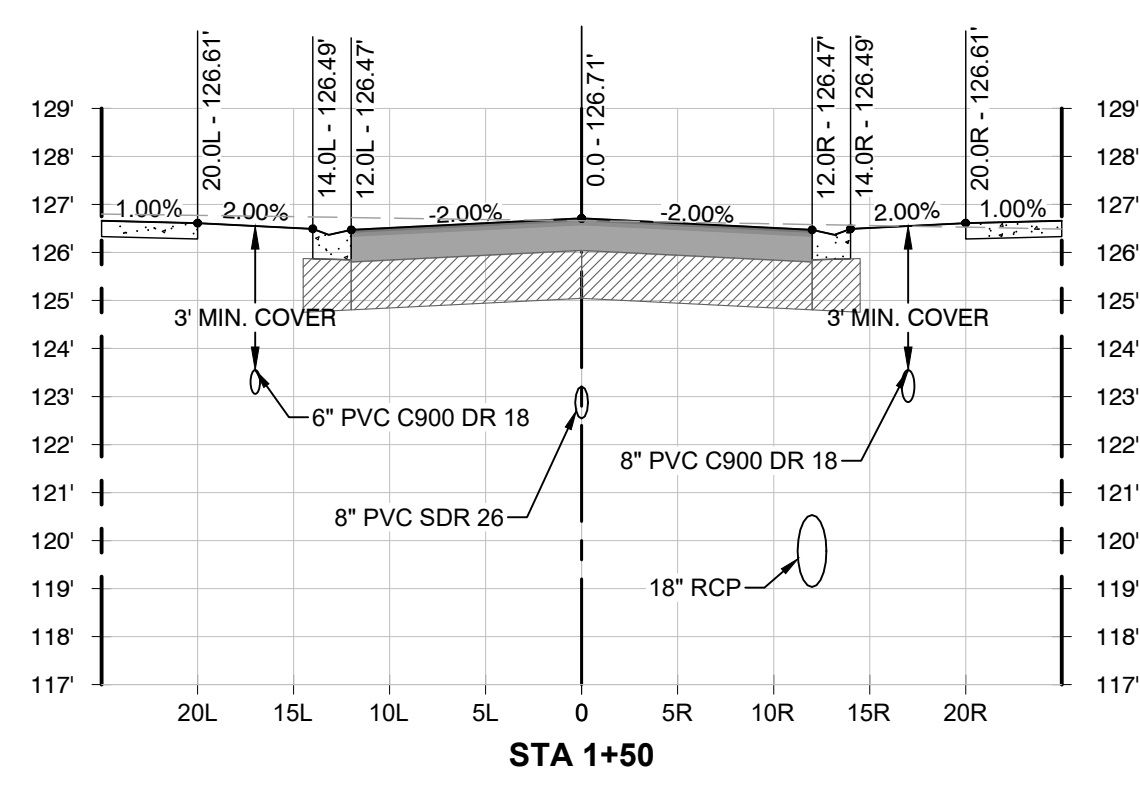
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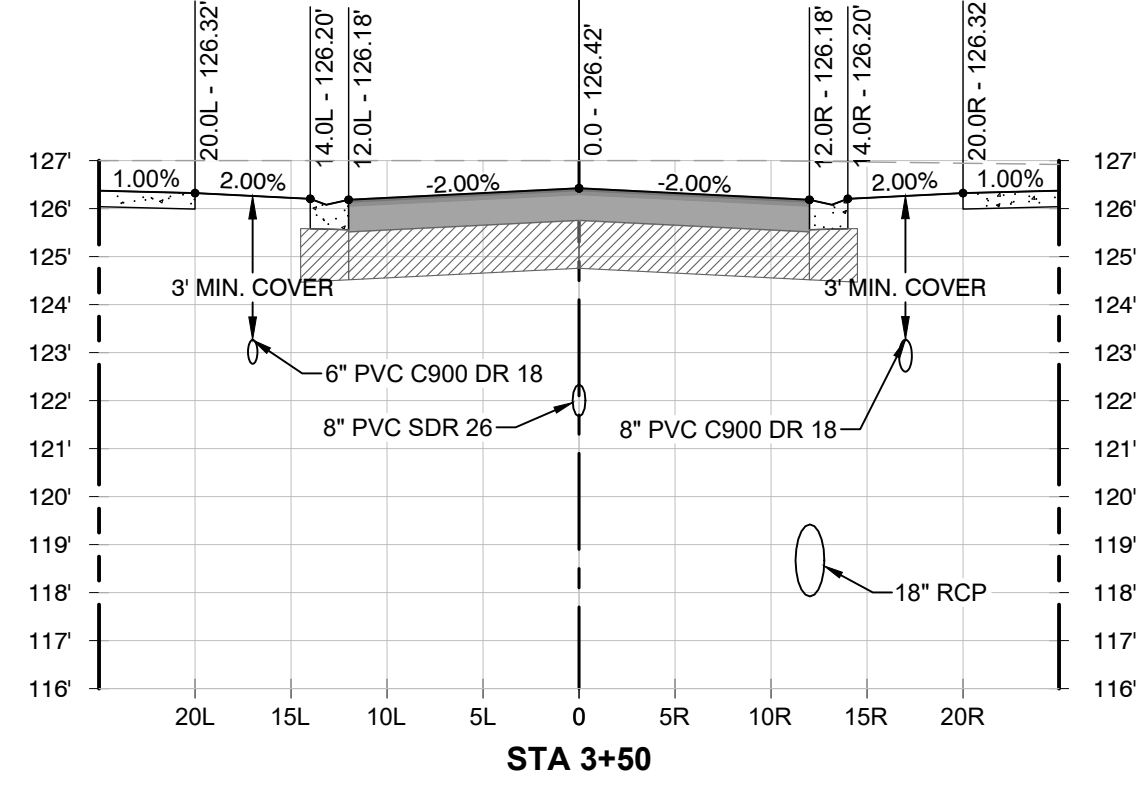
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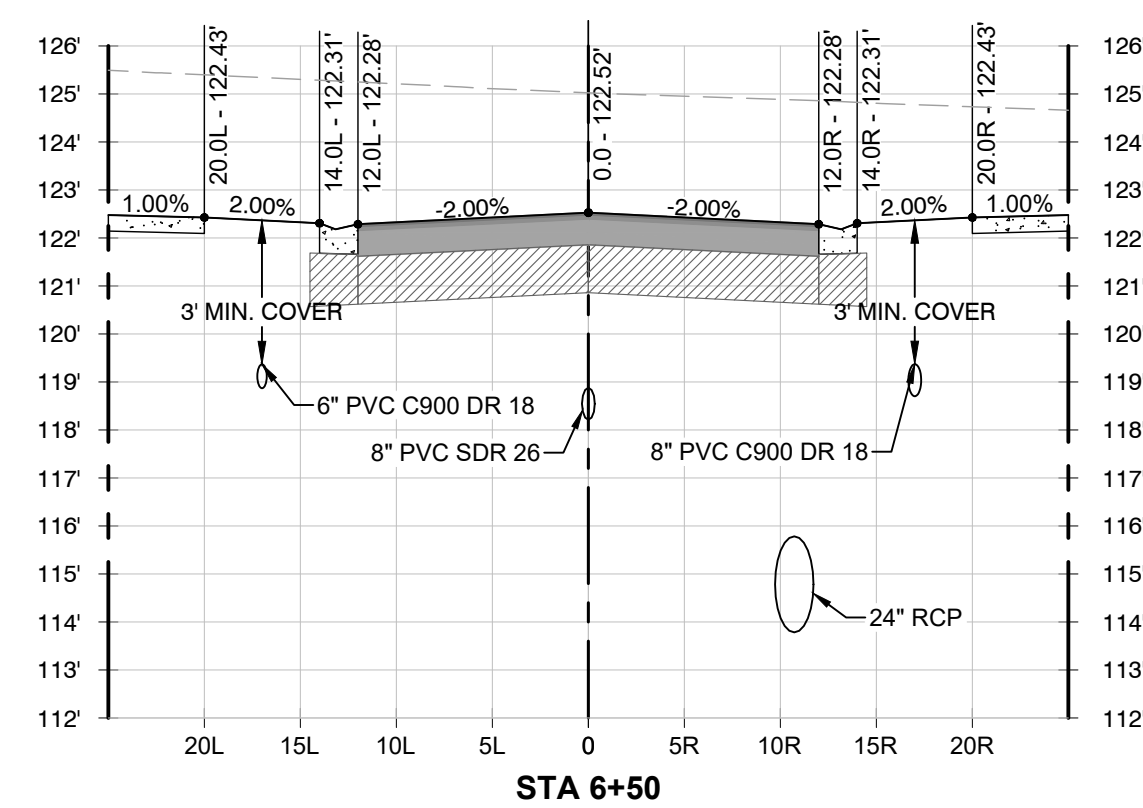
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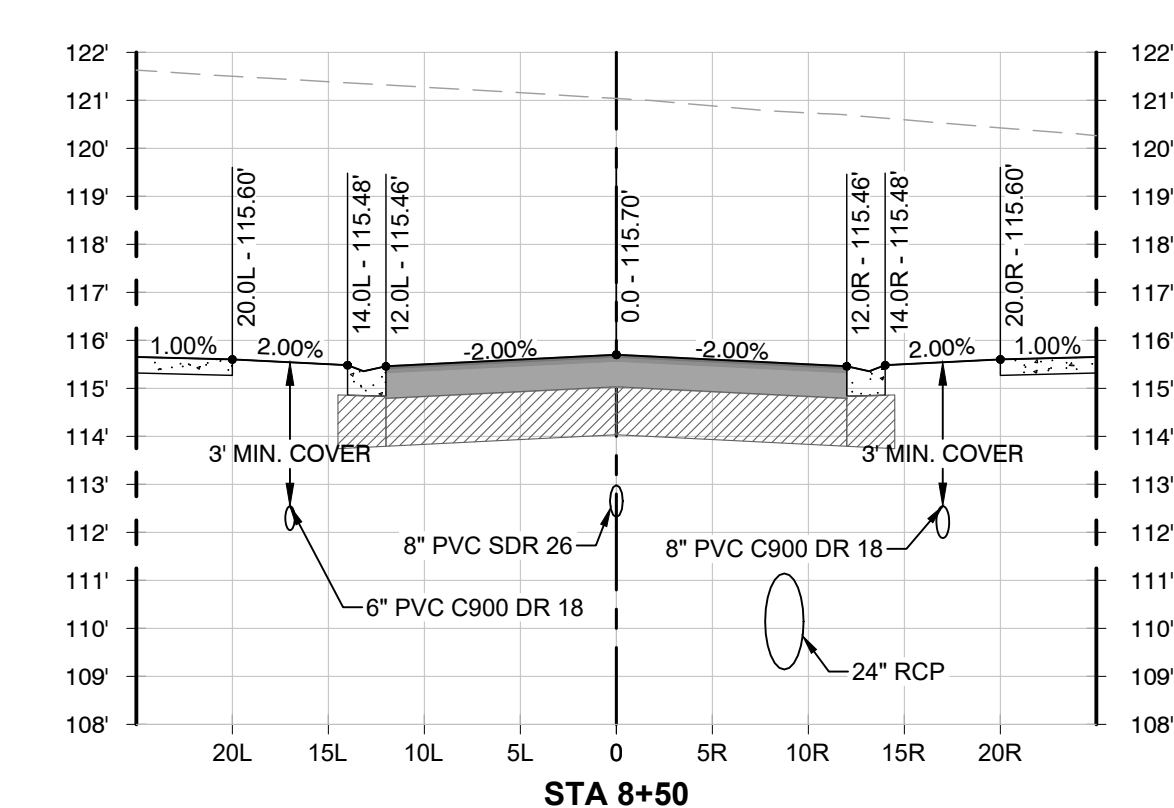
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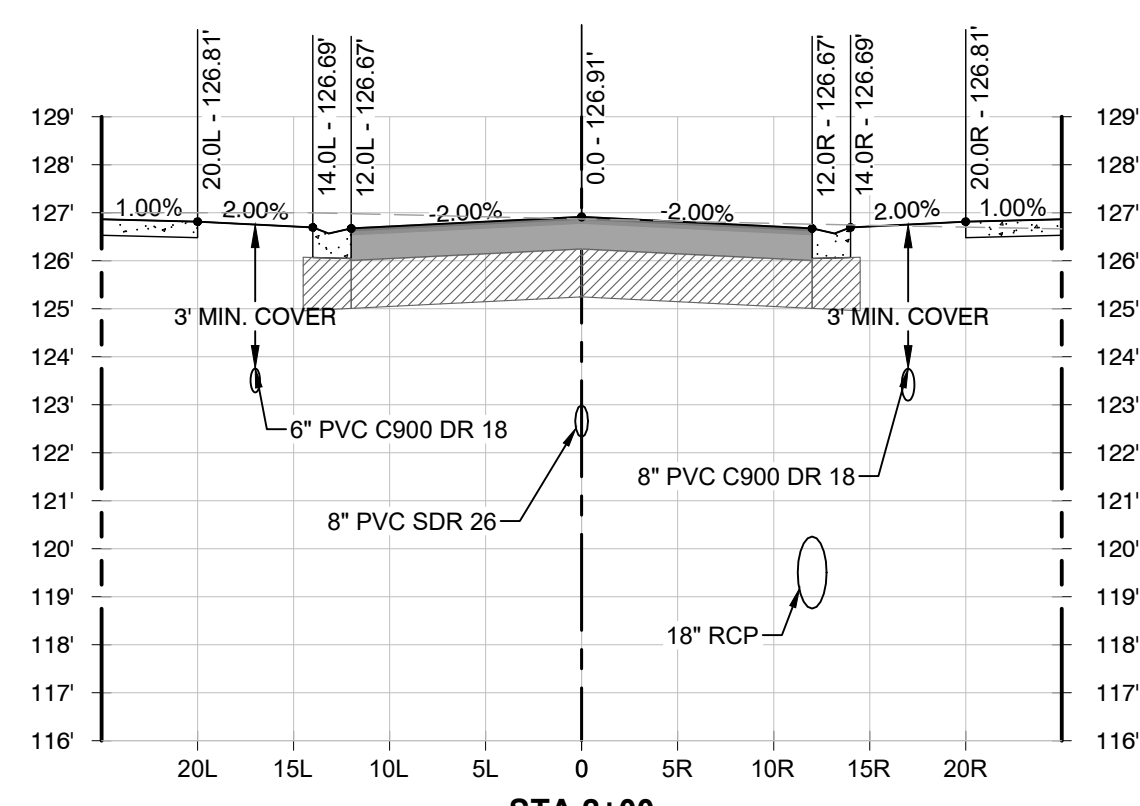
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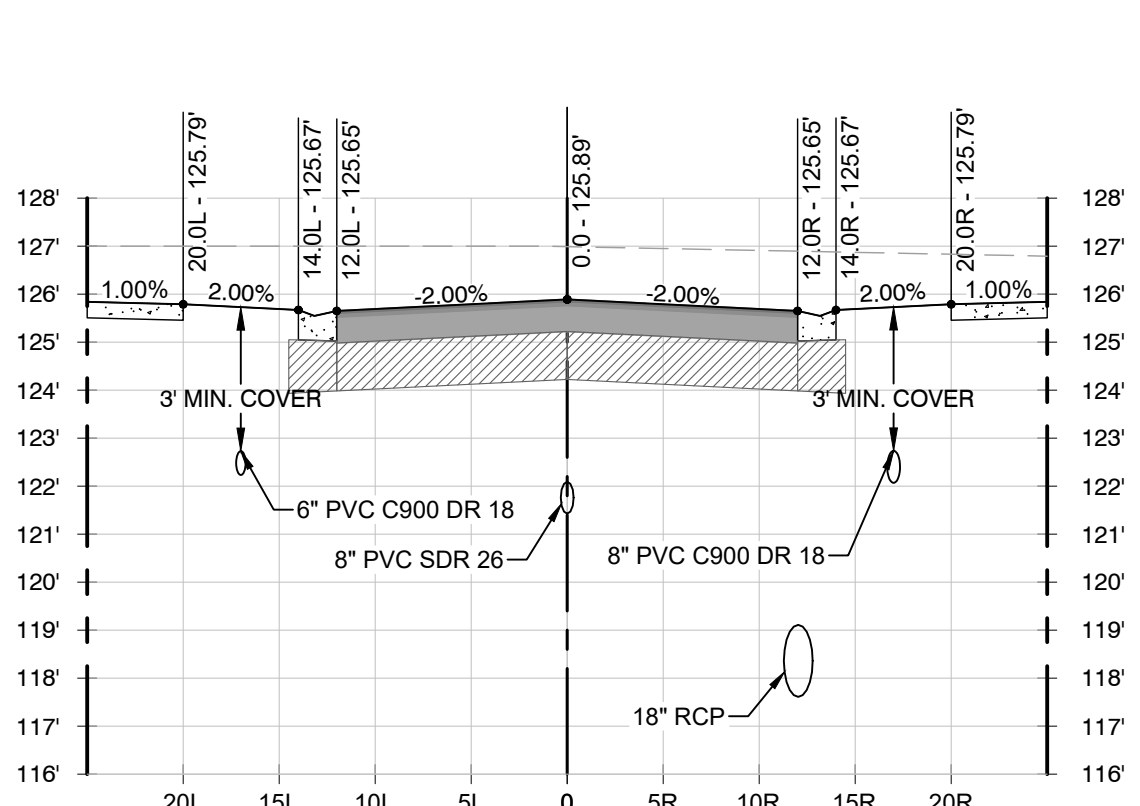
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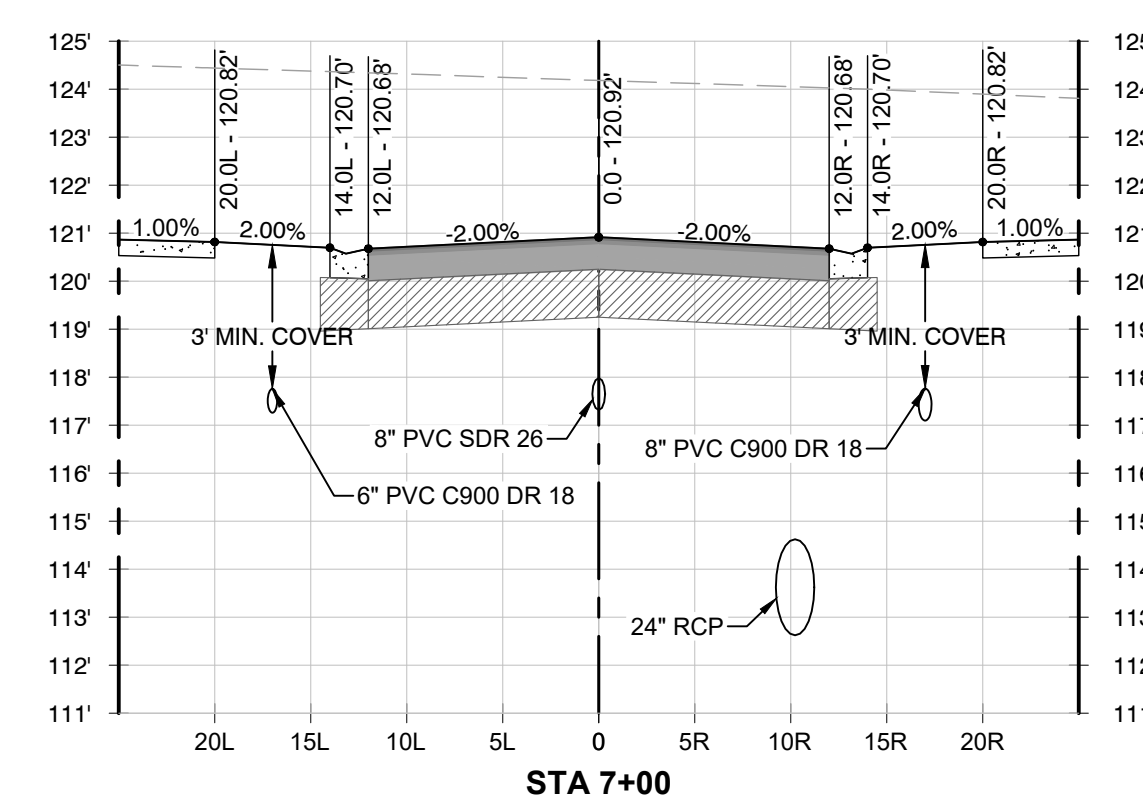
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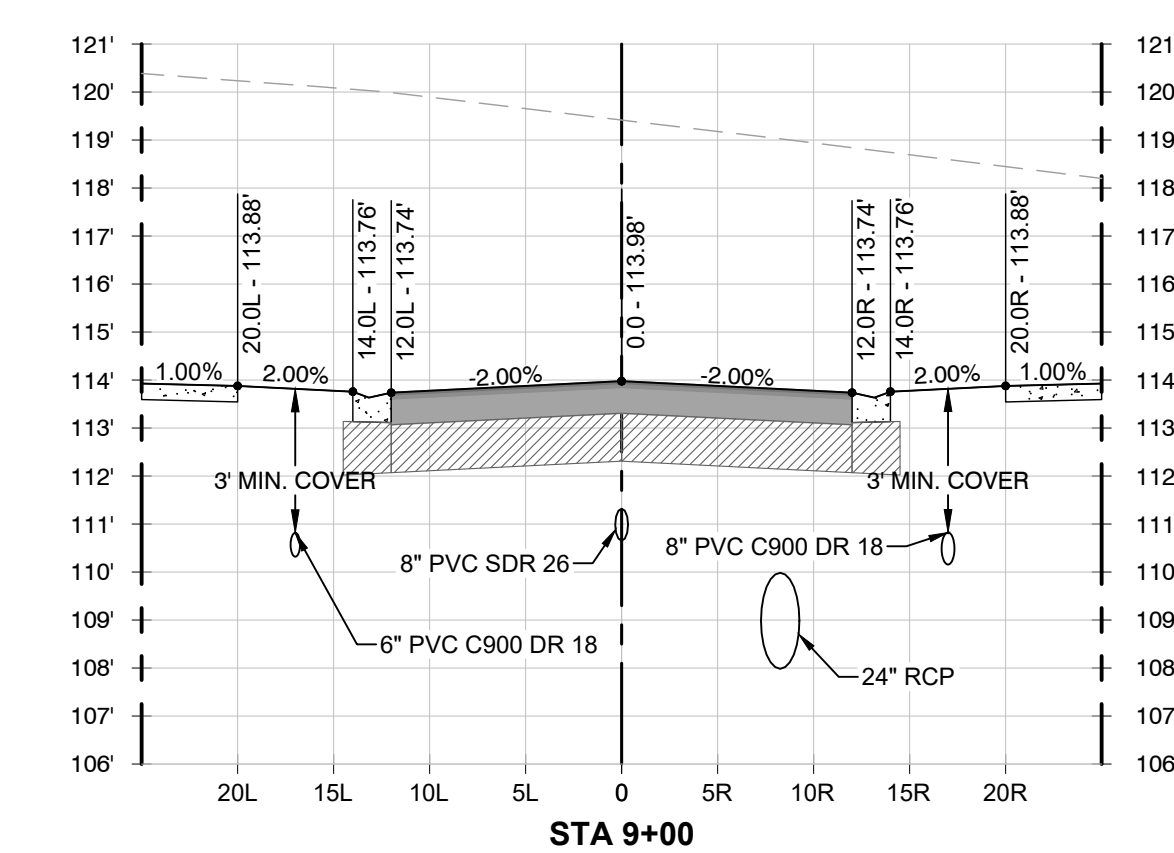
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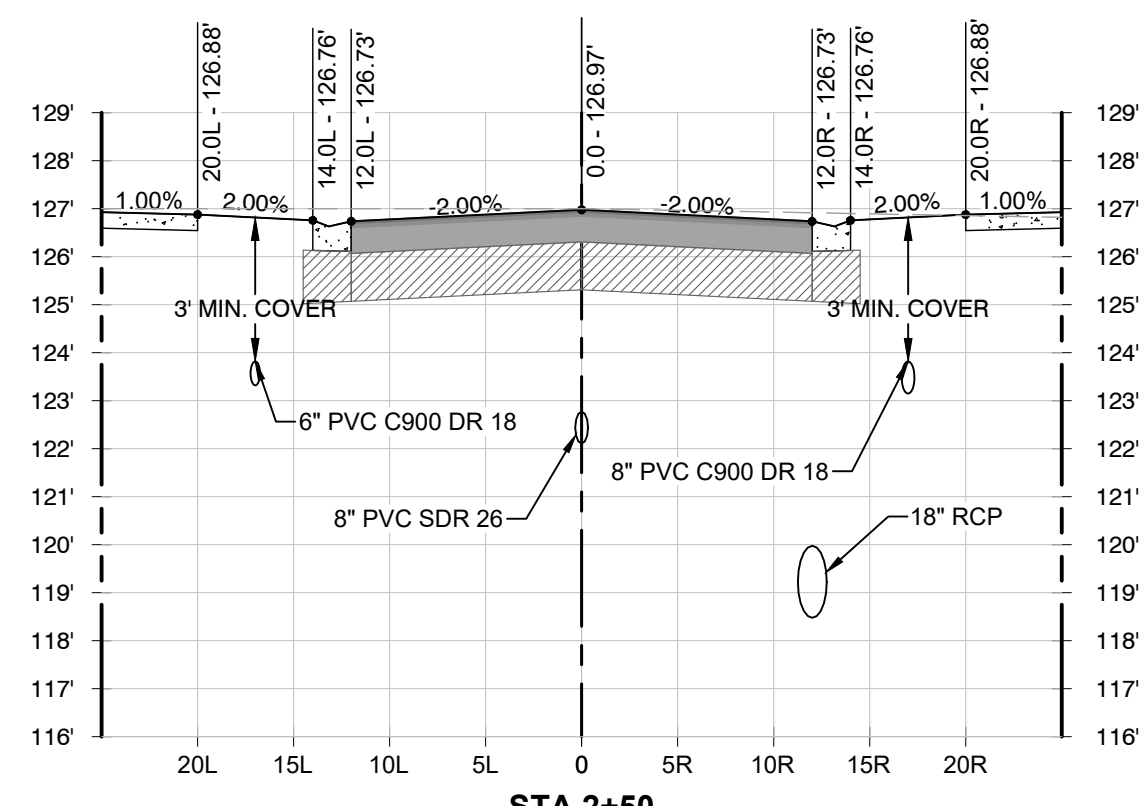
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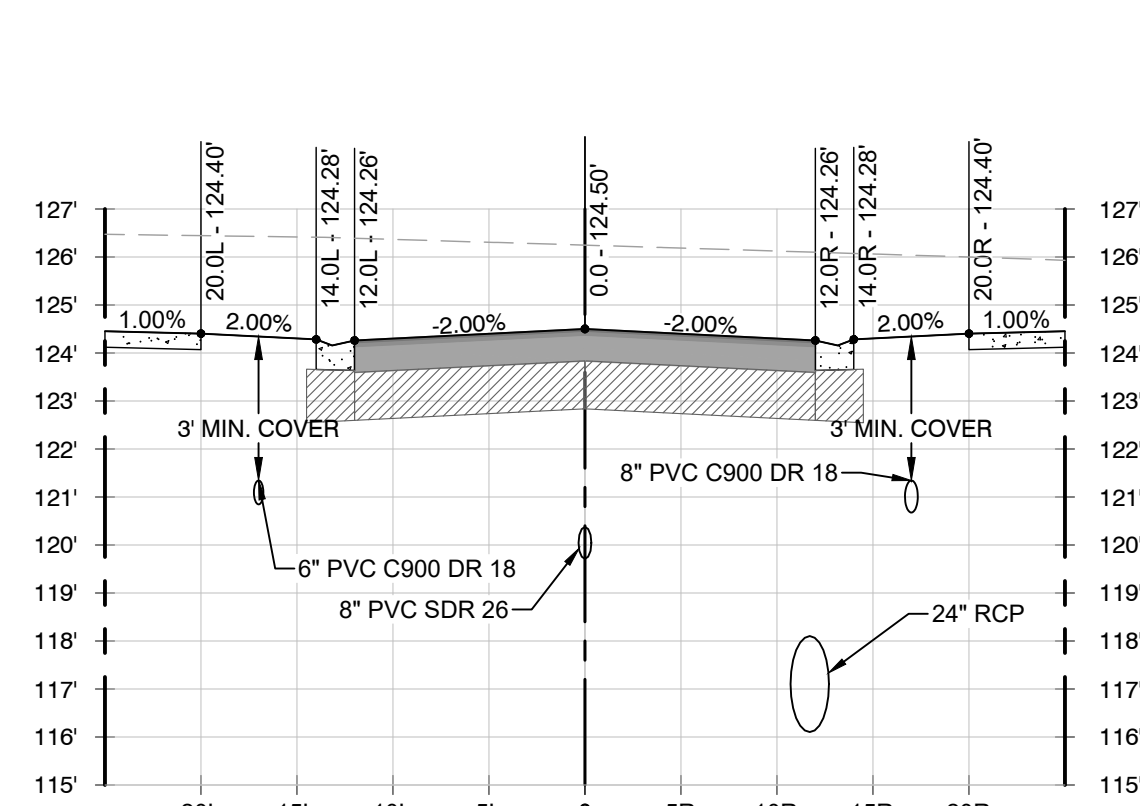
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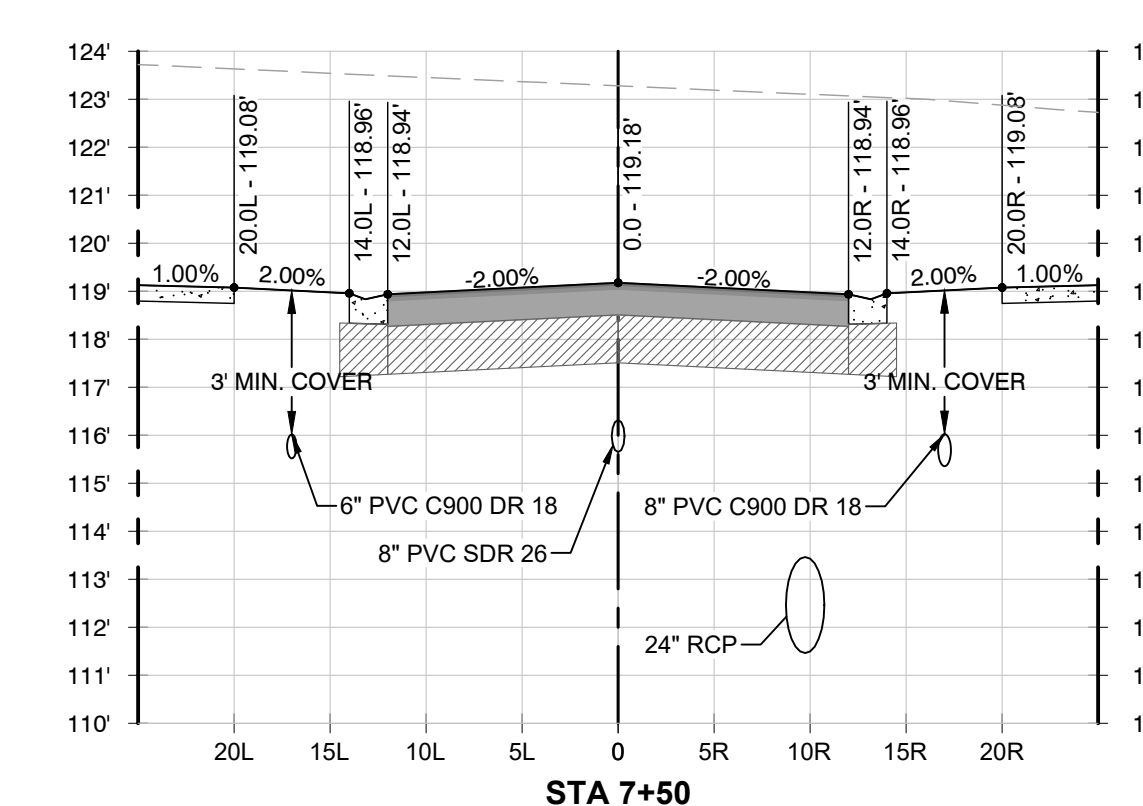
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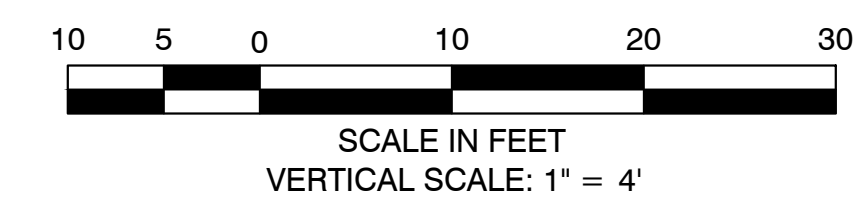
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STA 5+50

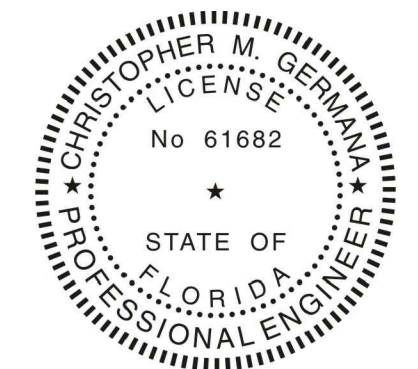


STA 7+50



This item has been digitally signed and sealed by Christopher M. Germana, PE on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Digitally signed by Christopher M Germana
 Date: 2023.05.01 16:28:13 -04'00'



CHRISTOPHER M. GERMANA, P.E.
 FLORIDA PROFESSIONAL ENGINEER # 61682
 ENGINEERING FIRM REGISTRY # 29279

#	REVISIONS	DATE

WEST BAY LANE
 CROSS SECTIONS
 1+00 TO 9+00

HIDDEN COVE
 SUBDIVISION

PROJECT # GE072022

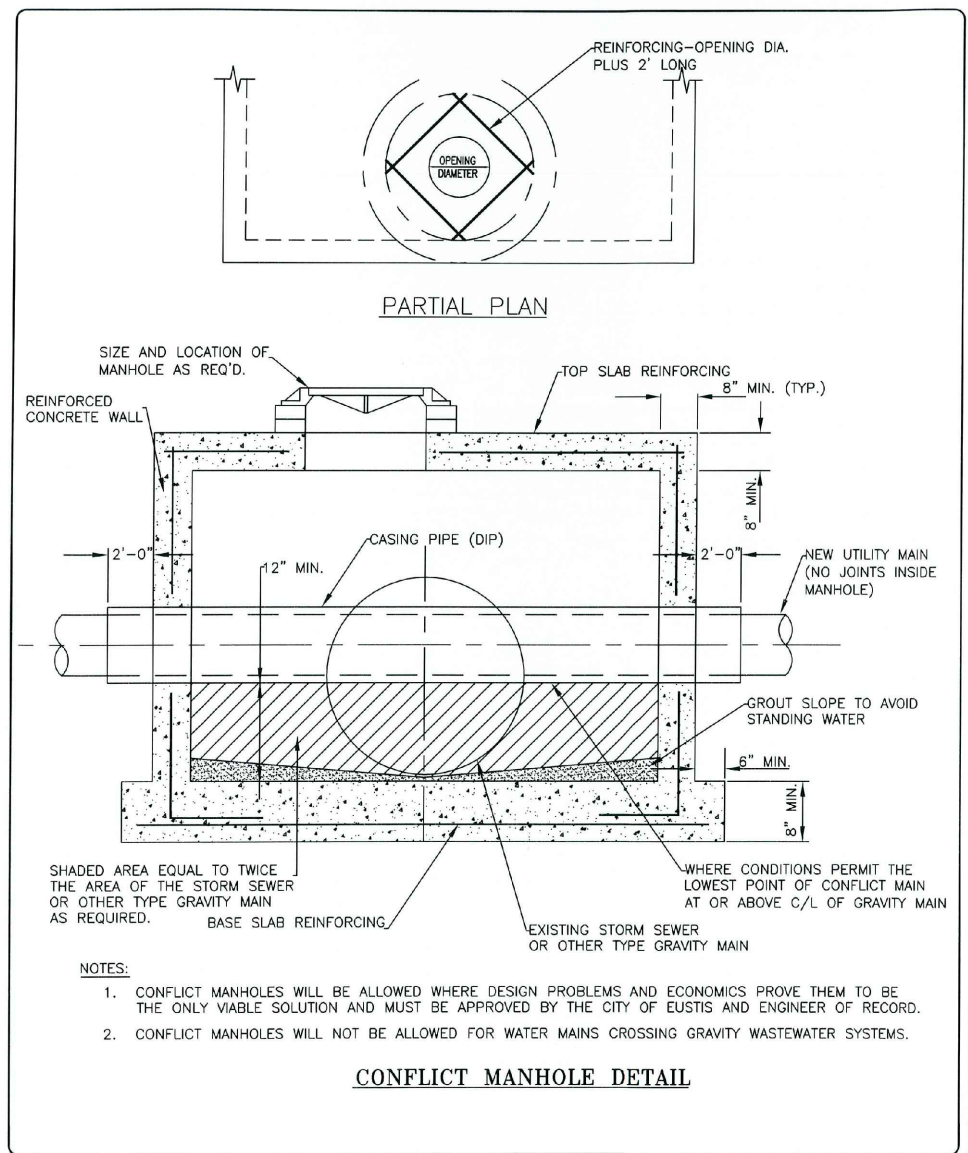
EUSTIS, FLORIDA

GERMANA ENGINEERING
 AND ASSOCIATES, LLC
 1120 WEST MINNEOLA AVENUE
 CLERMONT, FL 34711
 WWW.GERMANAENGINEERING.COM
 ENGINEERING FIRM REGISTRY # 29279

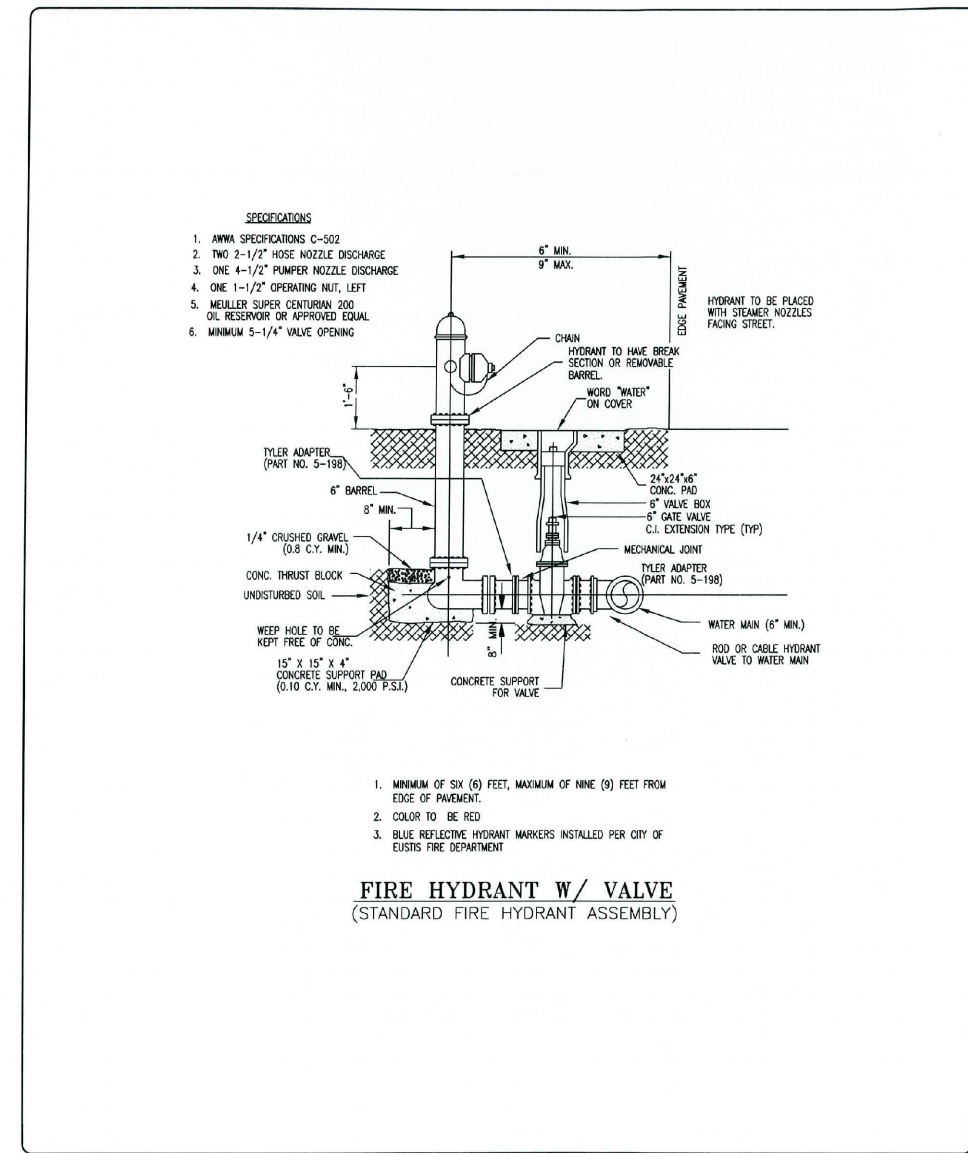
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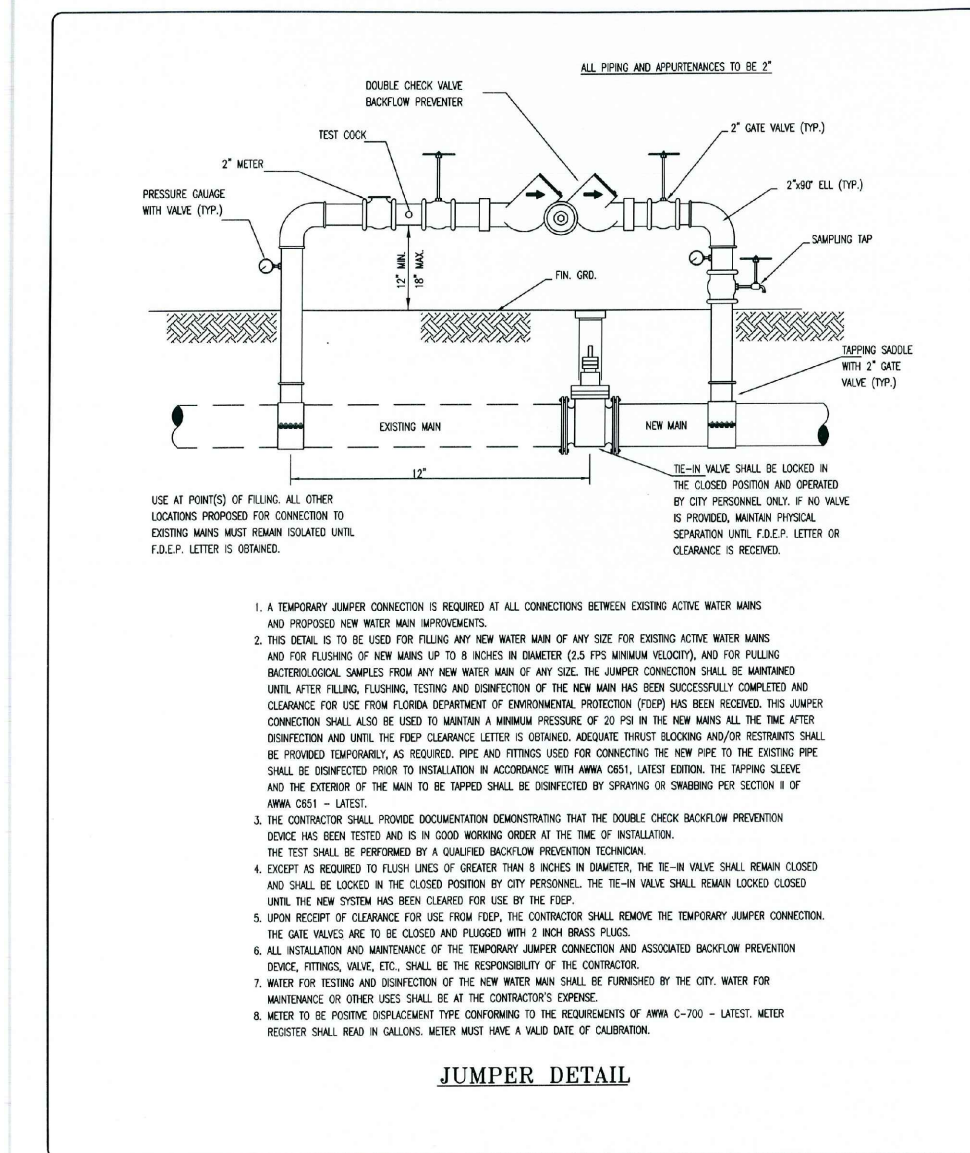
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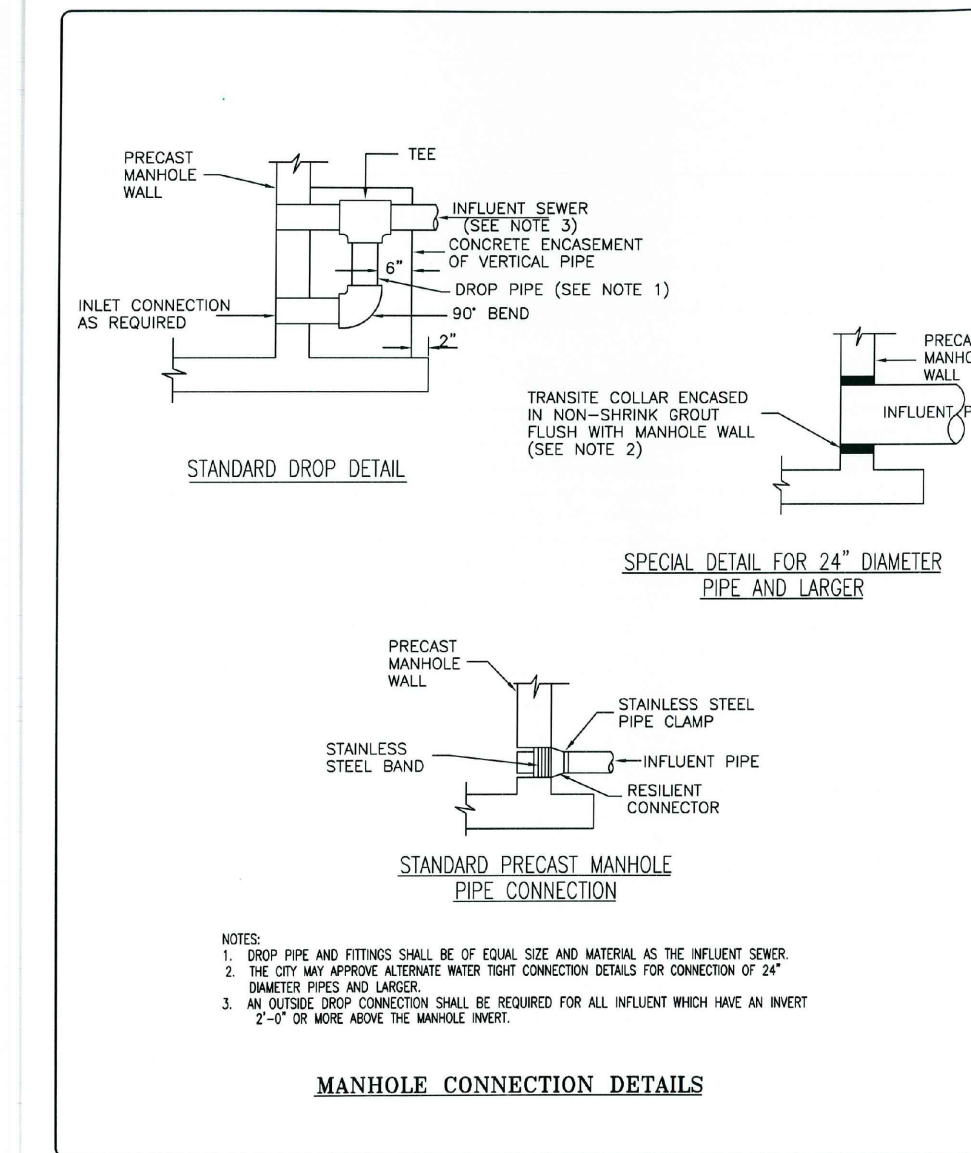
CITY OF EUSTIS ENGINEERING DEPT. P.O. BOX 618 110 N. GUYTON ST. EUSTIS, FL 32727-0618 352-483-5480	DESIGN NO.: JOB NO.: DATE: NOV. 10, 2016 SHEET 07
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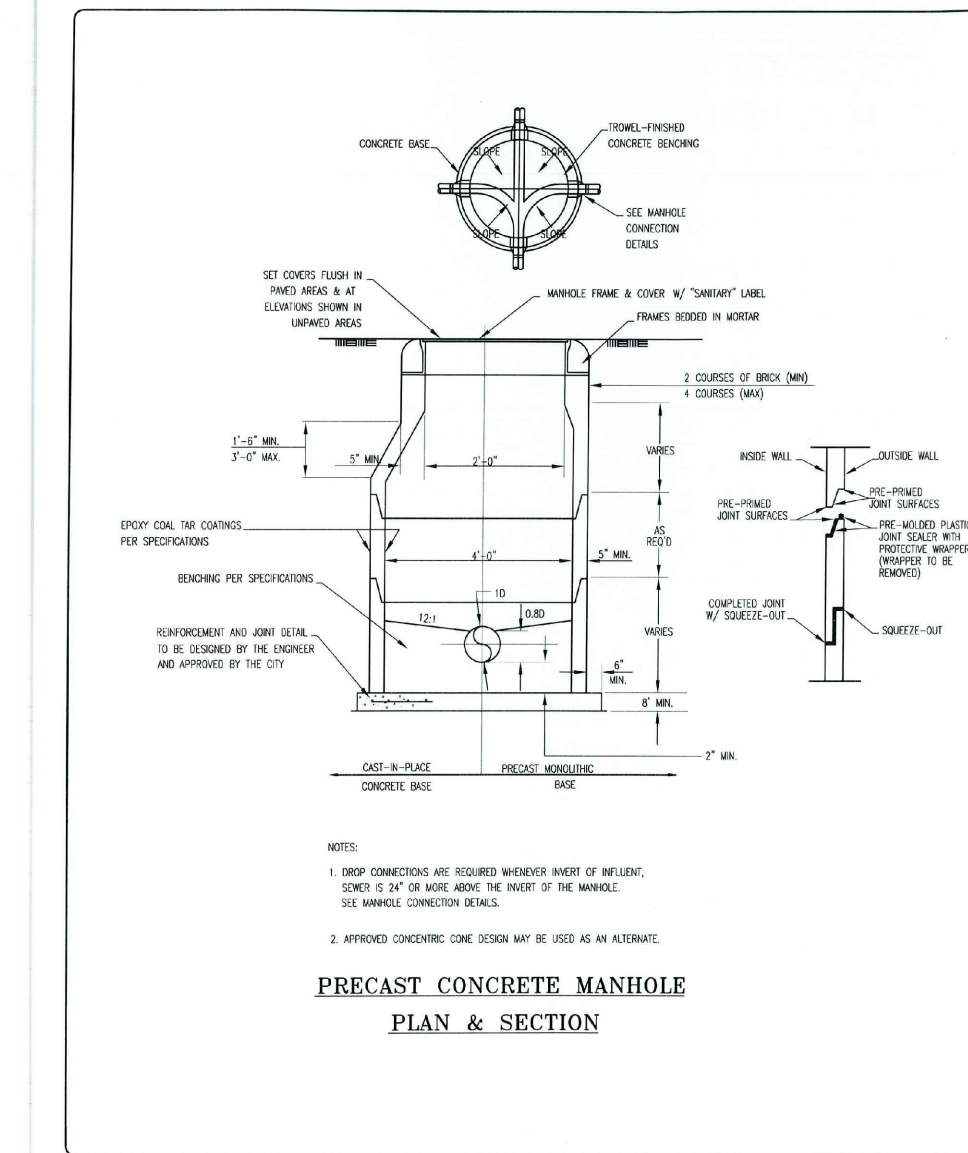
CITY OF EUSTIS ENGINEERING DEPT. P.O. BOX 618 110 N. GUYTON ST. EUSTIS, FL 32727-0618 352-483-5480	DESIGN NO.: JOB NO.: DATE: NOV. 10, 2016 SHEET 08
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CITY OF EUSTIS ENGINEERING DEPT. P.O. BOX 618 110 N. GUYTON ST. EUSTIS, FL 32727-0618 352-483-5480	DESIGN NO.: JOB NO.: DATE: NOV. 10, 2016 SHEET 09
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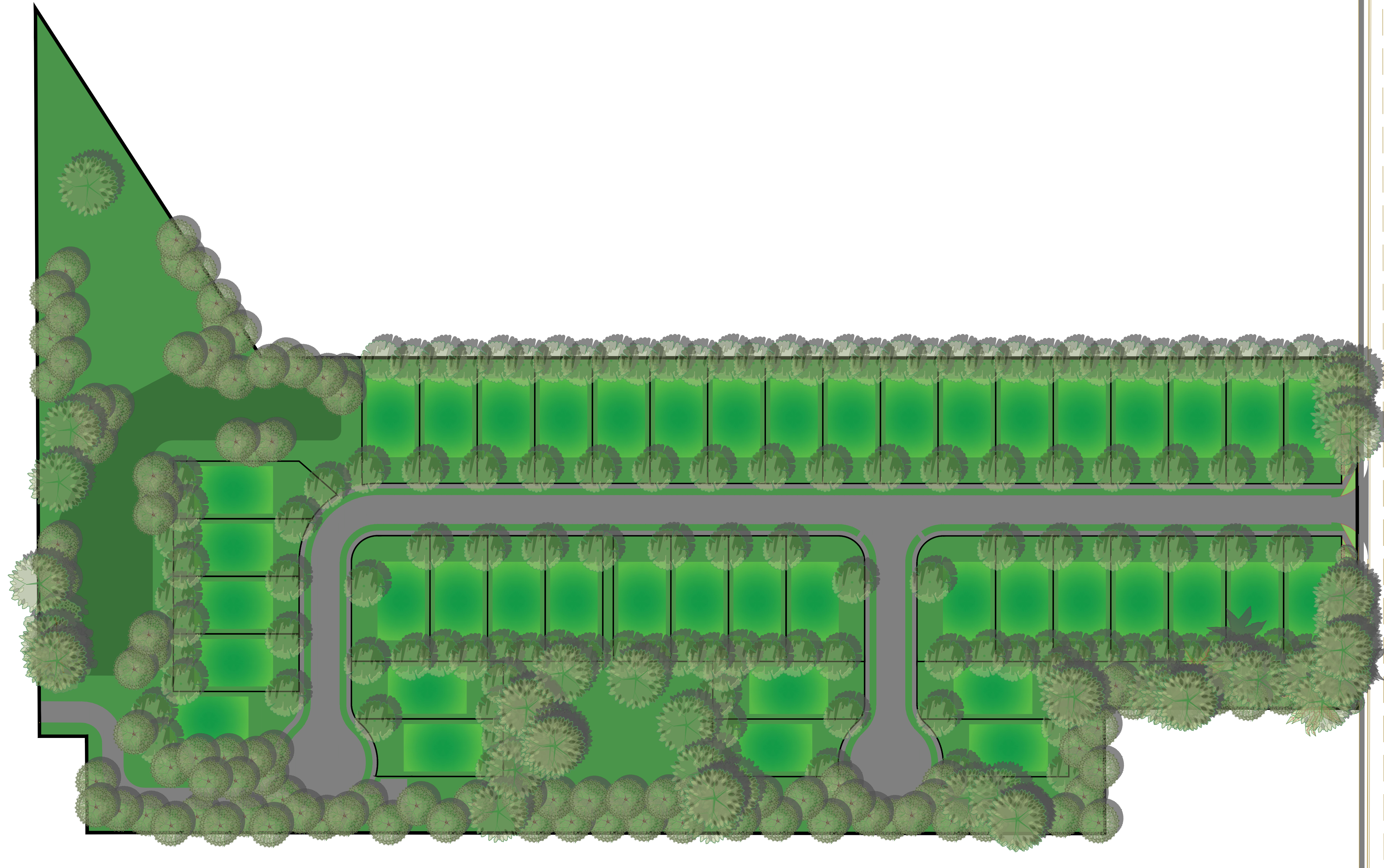


CITY OF EUSTIS ENGINEERING DEPT. P.O. BOX 618 110 N. GUYTON ST. EUSTIS, FL 32727-0618 352-483-5480	DESIGN NO.: JOB NO.: DATE: NOV. 10, 2016 SHEET 10
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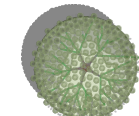








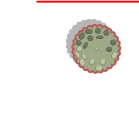
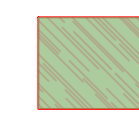

CITY OF EUSTIS ENGINEERING DEPT. P.O. BOX 618 110 N. GUYTON ST. EUSTIS, FL 32727-0618 352-483-5480	DESIGN NO.: JOB NO.: DATE: NOV. 10, 2016 SHEET 11
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PIPE RESTRAINT LENGTHS		PIPE RESTRAINT FOR 6" PIPE (MINIMUM RESTRAINT LENGTH (FT) - EACH SIDE OF FITTING)		PIPE RESTRAINT FOR 8" PIPE (MINIMUM RESTRAINT LENGTH (FT) - EACH SIDE OF FITTING)									
PIPE SIZE (INCHES)	PIPE TYPE	1	2	3	4	1	2	3	4	1	2	3	4
11-1/2" BEND	11-1/2" BEND	2	3	4	5	2	3	4	5	2	3	4	5
	20-1/2" BEND	4	5	6	7	4	5	6	7	4	5	6	7
	45-1/2" BEND	8	12	15	18	8	12	15	18	8	12	15	18
16" BEND	16" BEND	3	4	5	6	3	4	5	6	3	4	5	6
	20-1/2" BEND	5	6	7	8	5	6	7	8	5	6	7	8
	45-1/2" BEND	10	15	17	21	10	15	17	21	10	15	17	21
20" BEND	20" BEND	4	5	6	7	4	5	6	7	4	5	6	7
	20-1/2" BEND	6	7	8	9	6	7	8	9	6	7	8	9
	45-1/2" BEND	12	18	21	24	12	18	21	24	12	18	21	24
24" BEND	24" BEND	5	6	7	8	5	6	7	8	5	6	7	8
	20-1/2" BEND	7	8	9	10	7	8	9	10	7	8	9	10
	45-1/2" BEND	14	21	24	27	14	21	24	27	14	21	24	27
30" BEND	30" BEND	6	7	8	9	6	7	8	9	6	7	8	9
	20-1/2" BEND	8	9	10	11	8	9	10	11	8	9	10	11
	45-1/2" BEND	16	24	27	30	16	24	27	30	16	24	27	30
36" BEND	36" BEND	7	8	9	10	7	8	9	10	7	8	9	10
	20-1/2" BEND	9	10	11	12	9	10	11	12	9	10	11	12
	45-1/2" BEND	18	27	30	33	18	27	30	33	18	27	30	33
42" BEND	42" BEND	8	9	10	11	8	9	10	11	8	9	10	11
	20-1/2" BEND	10	11	12	13	10	11	12	13	10	11	12	13
	45-1/2" BEND	20	30	33	36	20	30	33	36	20	30	33	36
48" BEND	48" BEND	9	10	11	12	9	10	11	12	9	10	11	12
	20-1/2" BEND	11	12	13	14	11	12	13	14	11	12	13	14
	45-1/2" BEND	22	33	36	39	22	33	36	39	22	33	36	39
54" BEND	54" BEND	10	11	12	13	10	11	12	13	10	11	12	13
	20-1/2" BEND	12	13	14	15	12	13	14	15	12	13	14	15
	45-1/2" BEND	24	36	39	42	24	36	39	42	24	36	39	42
60" BEND	60" BEND	11	12	13	14	11	12	13	14	11	12	13	14
	20-1/2" BEND	13	14	15	16	13	14	15	16	13	14	15	16
	45-1/2" BEND	26	39	42	45	26	39	42	45	26	39	42	45
66" BEND	66" BEND	12	13	14	15	12	13	14	15	12	13	14	15
	20-1/2" BEND	14	15	16	17	14	15	16	17	14	15	16	17
	45-1/2" BEND	28	42	45	48	28	42	45	48	28	42	45	48
72" BEND	72" BEND	13	14	15	16	13	14	15	16	13	14	15	16
	20-1/2" BEND	15	16	17	18	15	16	17	18	15	16	17	18
	45-1/2" BEND	30	45	48	51	30	45	48	51	30	45	48	51
78" BEND	78" BEND	14	15	16	17	14	15	16	17	14	15	16	17
	20-1/2" BEND	16	17	18	19	16	17	18	19	16	17	18	19
	45-1/2" BEND	32	48	51	54	32	48	51	54	32	48	51	54
84" BEND	84" BEND	15	16	17	18	15	16	17	18	15	16	17	18
	20-1/2" BEND	17	18	19	20	17	18	19	20	17	18	19	20
	45-1/2" BEND	34	51	54	57	34	51	54	57	34	51	54	57
90" BEND	90" BEND	16	17	18	19	16	17	18	19	16	17	18	19
	20-1/2" BEND	18	19	20	21	18	19	20	21	18	19	20	21
	45-1/2" BEND	36	54	57	60	36	54	57	60	36	54	57	60
96" BEND	96" BEND	17	18	19	20	17	18	19	20	17	18	19	20
	20-1/2" BEND	19	20	21	22	19	20	21	22	19	20	21	22
	45-1/2" BEND	38	57	60	63	38	57	60	63	38	57	60	63
102" BEND	102" BEND	18	19	20	21	18	19	20	21	18	19	20	21
	20-1/2" BEND	20	21	22	23	20	21	22	23	20	21	22	23
	45-1/2" BEND	40	60	63	66	40	60	63	66	40	60	63	66
108" BEND	108" BEND	19	20	21	22	19	20	21	22	19	20	21	22
	20-1/2" BEND	21	22	23	24	21	22	23	24	21	22	23	24
	45-1/2" BEND	42	63	66	69	42	63	66	69	42	63	66	69
114" BEND	114" BEND	20	21	22	23	20	21	22	23	20	21	22	23
	20-1/2" BEND	22	23	24	25	22	23	24	25	22	23	24	25
	45-1/2" BEND	44	66	69	72	44	66	69	72	44	66	69	72
120" BEND	120" BEND	21	22	23	24	21	22	23	24	21	22	23	24
	20-1/2" BEND	23	24	25	26	23	24	25	26	23	24	25	26
	45-1/2" BEND	46	69	72	75	46	69	72	75	46	69	72	75
126" BEND	126" BEND	22	23	24	25	22	23	24	25	22	23	24	25
	20-1/2" BEND	24	25	26	27	24	25	26	27	24	25	26	27
	45-1/2" BEND	48	72	75	78	48	72	75	78	48	72	75	78
132" BEND	132" BEND	23	24	25	26	23	24	25	26	23	24	25	26
	20-1/2" BEND	25	26	27	28	25	26	27	28	25	26	27	28
	45-1/2" BEND	50	75	78	81	50	75	78	81	50	75	78	81
138" BEND	138" BEND	24	25	26	27	24	25	26	27	24	25	26	27
	20-1/2" BEND	26	27	28	29	26	27	28	29	26	27	28	29
	45-1/2" BEND	52	78	81	84	52	78	81	84	52	78	81	84
144" BEND	144" BEND	25	26	27	28	25	26	27	28	25	26	27	28
	20-1/2" BEND	27	28	29	30	27	28	29	30	27	28	29	30
	45-1/2" BEND	54	81	84	87	54	81	84	87	54	81	84	87
150" BEND	150" BEND	26	27	28	29	26	27	28	29	26	27	28	29
	20-1/2" BEND	28	29	30	31	28	29	30	31	28	29	30	31
	45-1/2" BEND	56	84	87	90	56	84	87	90	56	84	87	90
156" BEND	156" BEND	27	28	29	30	27	28	29	30	27	28	29	30
	20-1/2" BEND	29	30	31	32	29	30	31	32	29	30	31	32
	45-1/2" BEND	58	87	90	93	58	87	90	93	58	87	90	93
162" BEND	162" BEND	28	29	30	31	28	29	30	31	28	29	30	31
	20-1/2" BEND	30	31	32	33	30	31	32	33	30	31	32	33
	45-1/2" BEND	60	90	93	96	60	90	93	96	60	90	93	96
168" BEND	168" BEND	29	30	31	32	29	30	31	32	29	30	31	32
	20-1/2" BEND	31	32	33	34	31	32	33	34	31	32	33	34
	45-1/2" BEND	62	93	96	99	62	93	96	99	62	93	96	99
174" BEND	174" BEND	30	31	32	33	30	31	32	33	30	31	32	33
	20-1/2" BEND	32	33	34	35	32	33	34	35	32	33	34	35
	45-1/2" BEND	64	96	99	102	64	96	99	102	64	96	99	102
180" BEND	180" BEND	31	32	33	34	31	32	33	34	31	32	33	34
	20-1/2" BEND	33	34	35	36	33	34	35	36	33	34	35	36
	45-1/2" BEND	66	99	102	105	66	99	102	105	66	99	102	105
186" BEND	186" BEND	32	33	34	35	32	33	34	35	32	33	34	35
	20-1/2" BEND	34	35	36	37	34	35	36	37	34	35	36	37
	45-1/2" BEND	68	102	105	108	68	102	105	108	68	102	105	108
192" BEND	192" BEND	33	34	35	36	33	34	35	36	33	34	35	36
	20-1/2" BEND	35	36	37	38	35	36	37	38	35	36	37	38
	45-1/2" BEND	70	105	108	111	70	105	108	111	70	105	108	111
198" BEND	198" BEND	34	35	36	37	34	35	36	37	34	35	36	37



PLANT SCHEDULE

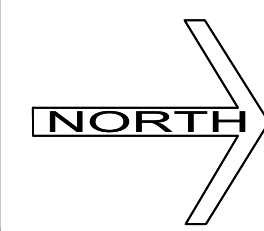
<u>CANOPY TREES</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>CONT</u>	<u>CAL</u>	<u>SIZE</u>	<u>SPACING</u>	<u>REMARKS</u>
	104	Live Oak	Quercus virginiana	30 gal	2" DBH	12"	As Shown	Native
<u>LOT TREES</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>CONT</u>	<u>CAL</u>	<u>SIZE</u>	<u>SPACING</u>	<u>REMARKS</u>
	129	Live Oak	Quercus virginiana	30 gal	2" DBH	12"	As Shown	Native
<u>TREES TO REMAIN</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>CONT</u>	<u>CAL</u>	<u>SIZE</u>	<u>SPACING</u>	<u>REMARKS</u>
	1	Sweet Bay	Laurus nobilis	Existing	As labeled	Existing	As Shown	
	2	Carolina Laurel Cherry	Prunus caroliniana	Existing	As labeled	Existing	As Shown	
	53	Oak	Quercus spp	Existing	As labeled	Existing	As Shown	Native
	3	Cabbage Palmetto	Sabal palmetto	Existing	As labeled	Existing	As Shown	Native

<u>UNDERSTORY TREES</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>CONT</u>	<u>CAL</u>	<u>SIZE</u>	<u>SPACING</u>	<u>REMARKS</u>
	11	Dahoon Holly	Ilex cassine	15 gal	1.5"DBH	7"	As Shown	Native
<u>SHRUBS</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>CONT</u>	<u>HEIGHT</u>	<u>WIDTH</u>	<u>SPACING</u>	<u>REMARKS</u>
	91	Podocarpus	Podocarpus macrophyllus	5 gal	36"	24"	As Shown	Non Native
<u>SHRUB AREAS</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>CONT</u>	<u>HEIGHT</u>	<u>WIDTH</u>	<u>SPACING</u>	<u>REMARKS</u>
	341	Dwarf Yaupon Holly	Ilex vomitoria 'Nana'	3 gal	12"	12"	30" o.c.	Native
<u>GROUND COVERS</u>	<u>QTY</u>	<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>CONT</u>				<u>REMARKS</u>
	764	Dwarf Confederate Jasmine	Trachelospermum asiaticum	1 gal				18" o.c. Non Native

Landscape Render

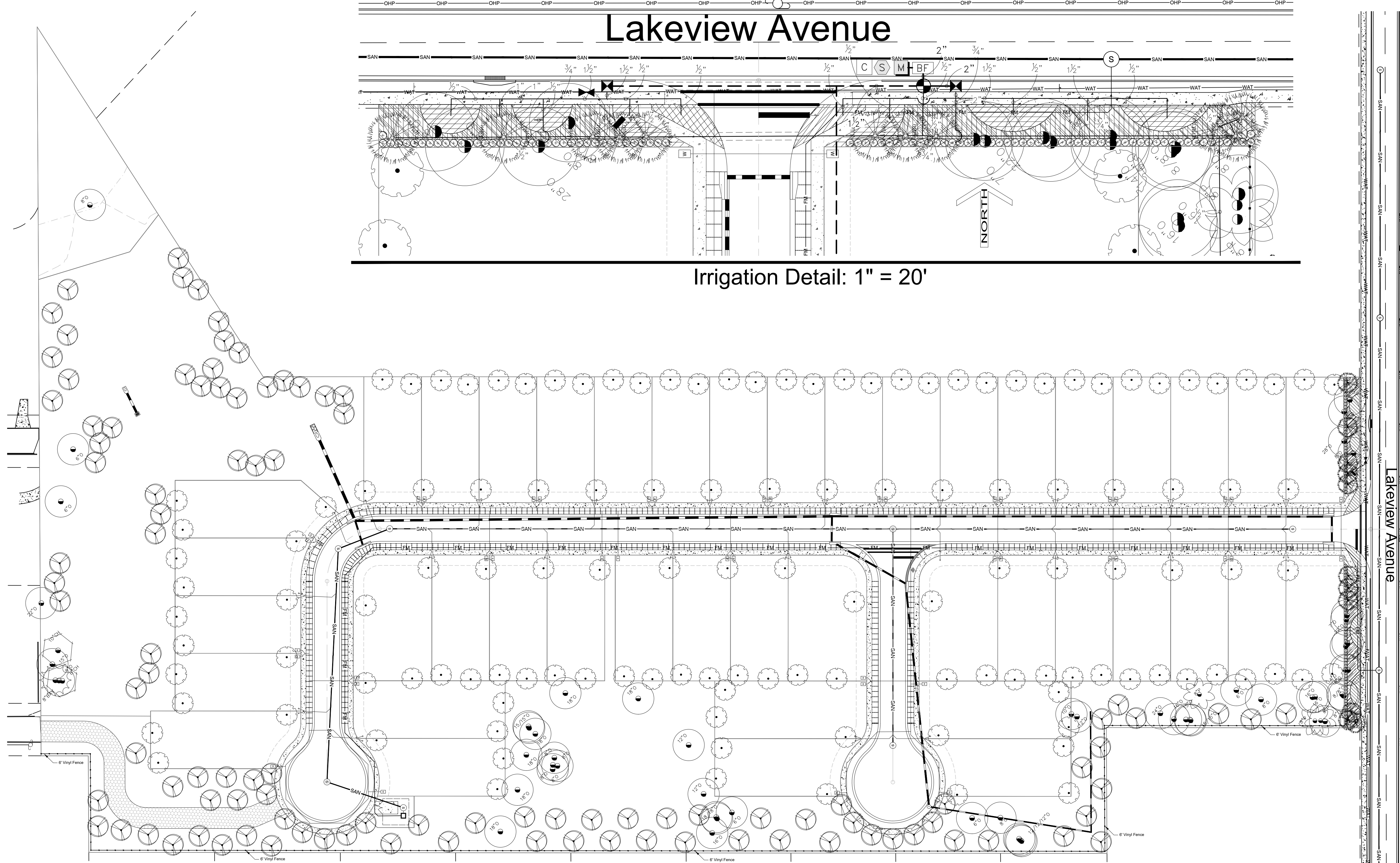
Hidden Cove
Eustis, Florida

L-1



Drawing Number: 1658-02
 Originated From: 1658-01
 Date: April 18, 2023
 Scale: 1" = 50'
 Drawn By: FAH
 Layout: 24"x36"

Green Consulting Group, Inc.
 Landscape Architecture ■ Land Planning ■ Development Assistance
 4070 United Avenue, Mount Dora, Florida 32757
 352-357-9241 ■ Fax 352-357-9278 ■ LC26000288



Irrigation Detail: 1" = 20'

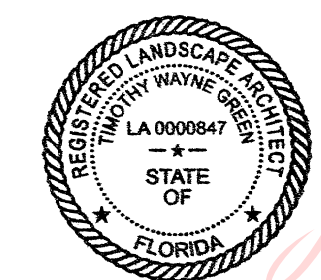
PLANT SCHEDULE

CANOPY TREES	QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	REMARKS
	104	Live Oak	Quercus virginiana	30 gal	2" DBH	12"	As Shown	Native
LOT TREES	QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	REMARKS
	129	Live Oak	Quercus virginiana	30 gal	2" DBH	12"	As Shown	Native
TREES TO REMAIN	QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	REMARKS
	1	Sweet Bay	Laurus nobilis	Existing	As labeled	Existing	As Shown	
	2	Carolina Laurel Cherry	Prunus caroliniana	Existing	As labeled	Existing	As Shown	
	53	Oak	Quercus spp	Existing	As labeled	Existing	As Shown	Native
	3	Cabbage Palmetto	Sabal palmetto	Existing	As labeled	Existing	As Shown	Native
UNDERSTORY TREES	QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	REMARKS
	11	Dahoon Holly	Ilex cassine	15 gal	1.5" DBH	7"	As Shown	Native

UNDERSTORY TREES	QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	REMARKS
	11	Dahoon Holly	Ilex cassine	15 gal	1.5" DBH	7"	As Shown	Native
SHRUBS	QTY	COMMON NAME	BOTANICAL NAME	CONT	HEIGHT	WIDTH	SPACING	REMARKS
	91	Podocarpus	Podocarpus macrophyllus	5 gal	36"	24"	As Shown	Non Native
SHRUB AREAS	QTY	COMMON NAME	BOTANICAL NAME	CONT	HEIGHT	WIDTH	SPACING	REMARKS
	341	Dwarf Yaupon Holly	Ilex vomitoria 'Nana'	3 gal	12"	12"	30' o.c.	Native
GROUND COVERS	QTY	COMMON NAME	BOTANICAL NAME	CONT	HEIGHT	WIDTH	SPACING	REMARKS
	764	Dwarf Confederate Jasmine	Trachelospermum asiaticum	1 gal			18' o.c.	Non Native

LANDSCAPE NOTES

ALL PLANTS HAVE MODERATE OR HIGH DROUGHT TOLERANCE.
 DBH IS MEASURED FOUR (4) FEET ABOVE THE GROUND.
 ALL PLANTS ARE TO BE FLORIDA #1 OR BETTER.
 AN AUTOMATIC IRRIGATION SYSTEM WILL BE PROVIDED FOR ALL LANDSCAPED AREAS.
 ALL SOD IS TO BE BAHIA.
 ALL PLANTING AREAS ARE TO RECEIVE A MINIMUM OF 3" OF MULCH.

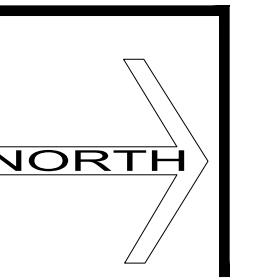


Digitally signed by
 Timothy W Green
 Date: 2023.04.20
 16:17:18 -04'00'

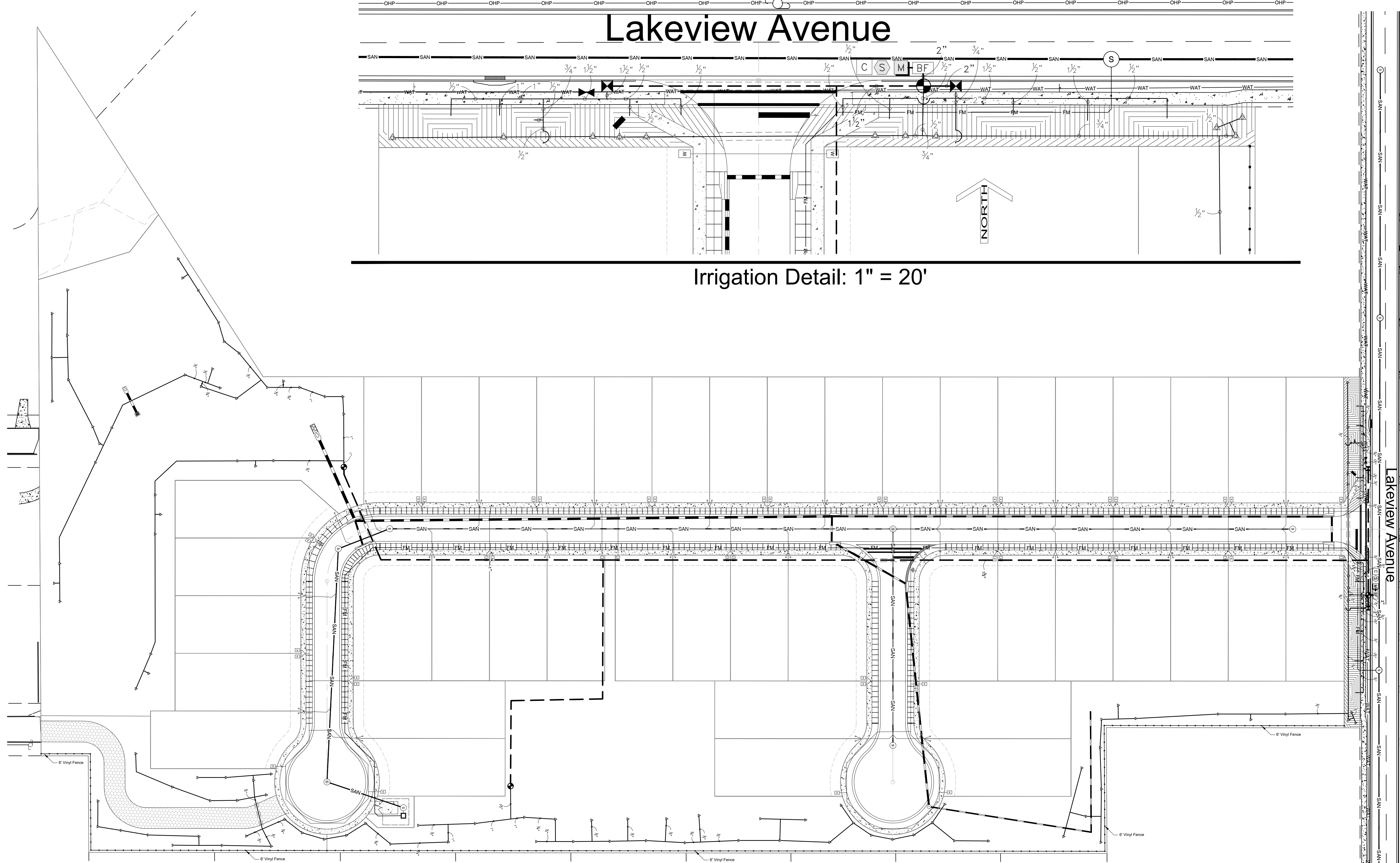
Landscape Plan and Landscape Detail

Hidden Cove
 Eustis, Florida

Green Consulting Group, Inc.
 Landscape Architecture ■ Land Planning ■ Development Assistance
 4070 United Avenue, Mount Dora, Florida 32757
 352-357-9241 ■ Fax 352-357-9278 ■ LC26000288



Drawing Number: 1658-02
 Originated From: 1658-01
 Date: April 20, 2023
 Scale: 1" = 50'
 Drawn By: FAH
 Layout: 24"x36"



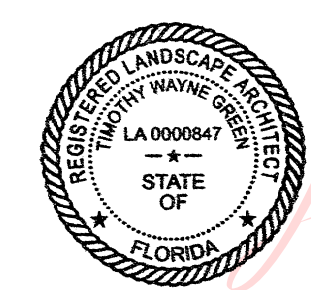
Irrigation Detail: 1" = 20'

IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY
	Rain Bird 1800-1400 FIPT Fixed flow rate 0.25 GPM - 2.0 GPM, full circle bubbler, 1/2in. FIPT.	114	30		Rain Bird PESBR-PRS-D 1in., 1-1/2in., 2in. Durable Chlorine-Resistant Valves for Reclaimed Water Applications. With Scrubber Mechanism Technology, Purple Flow Control Handle, and Pressure Regulator Module.	3
	Rain Bird XZC-100-PRB-COM Wide Flow Drip Control Kit for Commercial Applications. 1in. Ball Valve with 1in. PESB Valve and 1in. Pressure Regulating 40psi Quick-Check Basket Filter. 0.3 GPM-20 GPM	2			Febco 765 1-1/2" Pressure Vacuum Breaker, brass with ball valve SOV. Install 12in. above highest downstream outlet and the highest point in the downstream piping.	1
	Rain Bird ESPLXME2-LXMM XFD On-Surface Pressure Compensating Landscape Dripline. 0.9 4,534 l.f. GPH emitters at 12" O.C. Dripline laterals spaced at 12" apart, with emitters offset for triangular pattern. UV Resistant. Specify XF insert fittings.	4,534 l.f.			Rain Bird ESPLXME2-LXMM 12 Station Traditionally-Wired, Commercial Controller. Indoor/Outdoor, Plastic Wall-Mount Enclosure. Install in LXMM Powder Coated, Metal Wall-Mounted Cabinet.	1
	Rain Bird WR2-RFC Wireless Rain and Freeze Sensor Combo, includes 1 receiver and 1 rain/freeze sensor transmitter.	1			Rain Bird WR2-RFC Wireless Rain and Freeze Sensor Combo, includes 1 receiver and 1 rain/freeze sensor transmitter.	1
	Water Meter 1-1/2"	1			Water Meter 1-1/2"	1
	Irrigation Lateral Line: PVC Class 160 SDR 26	4,076 l.f.			Irrigation Mainline: PVC Schedule 40	1,487 l.f.
	Pipe Sleeve: PVC Schedule 80	198.4 l.f.			Irrigation Mainline: PVC Schedule 40	1,487 l.f.

IRRIGATION NOTES:

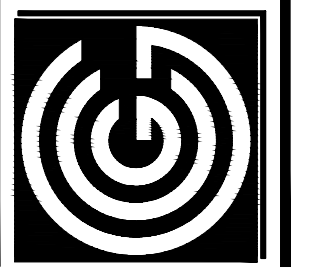
PIPE ROUTING AND VALVE LOCATIONS AND SLEEVE LOCATIONS ARE DIAGRAMMATICAL ONLY. ALL PIPES AND EQUIPMENT ARE TO BE WITHIN THE LANDSCAPED AREA OF THE PROPERTY. IRRIGATION CONTRACTOR IS TO AVOID ANY CONFLICT WITH THE TREE AND SHRUB PLANTINGS. ALL HEADS TO HAVE RECLAIMED WATER USE INDICATORS. ALL PIPES SHALL BE PURPLE IN COLOR TO DENOTE USE OF RECLAIMED WATER. ALL PAVEMENT CROSSINGS ARE TO BE MADE IN SLEEVES THAT ARE TWO PIPE SIZES LARGER THAN THE CROSSING. NO IRRIGATION HEADS TO BE LOCATED WITHIN 24" OF ANY BUILDING. EXACT LOCATION OF UNDERGROUND UTILITIES SHOULD BE VERIFIED PRIOR TO CONSTRUCTION. A RAIN SENSOR IS TO BE INSTALLED AS SPECIFIED. SEPARATE IRRIGATION METER WILL BE PROVIDED SYSTEM TO BE CONVERTED TO REUSE WHEN MADE AVAILABLE TO THE SITE. DRIP IRRIGATION TO BE INSTALLED ACCORDING TO MANUFACTURER'S RECOMMENDATIONS.



Digitally signed by
Timothy W Green
Date: 2023.04.20
16:16:12 -04'00'

LI-1

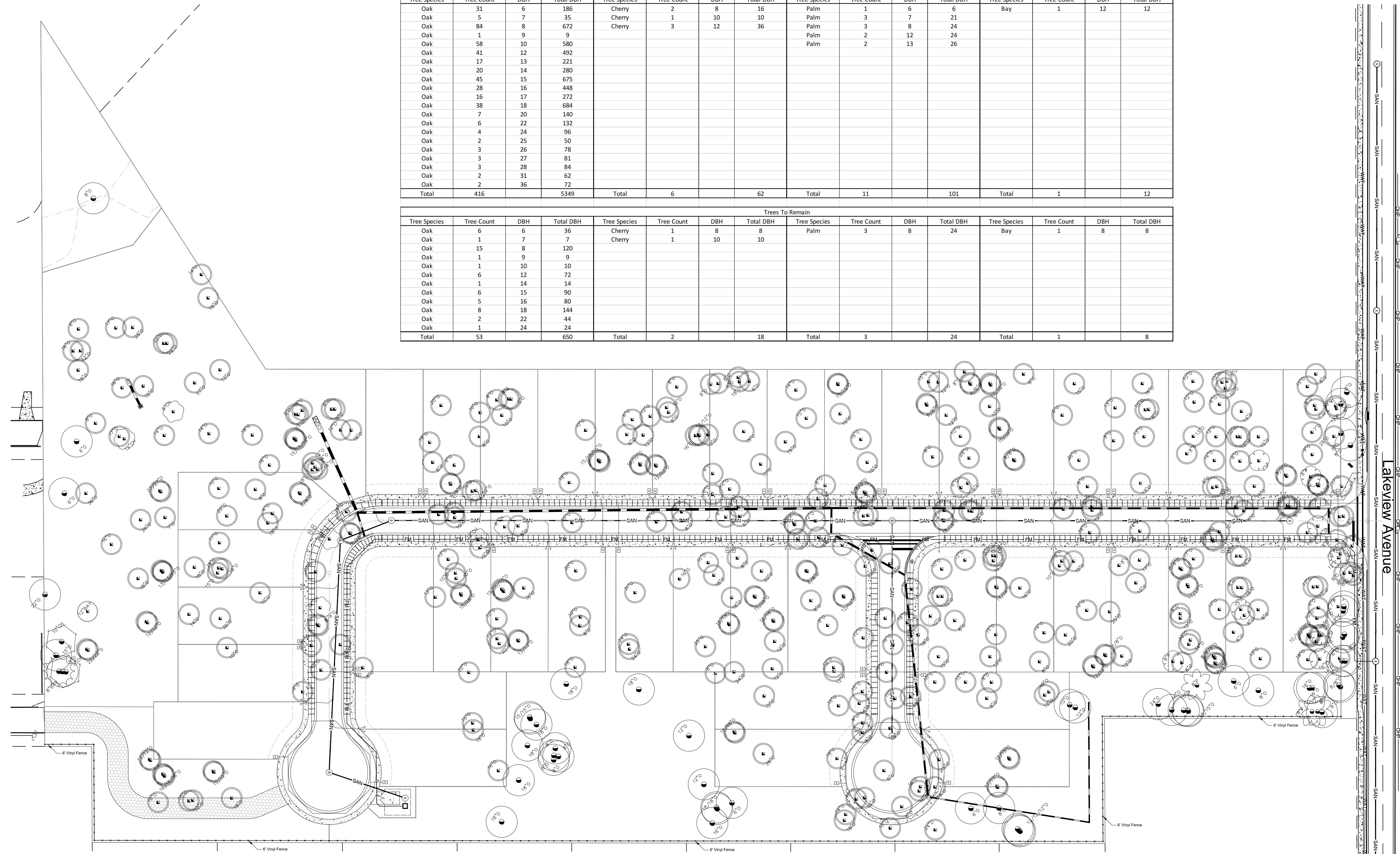
Green Consulting Group, Inc.
Landscape Architecture ■ Land Planning ■ Development Assistance
4070 United Avenue, Mount Dora, Florida 32757
352-357-9241 ■ Fax 352-357-9278 ■ LC26000288



Drawing Number: 1658-02
Originated From: 1658-01
Date: April 20, 2023
Scale: 1" = 50'
Drawn By: FAH
Layout: 24"x36"

Irrigation Plan and Irrigation Detail

Hidden Cove
Eustis, Florida

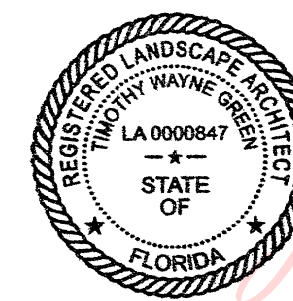


To Be Removed															
Tree Species	Tree Count	DBH	Total DBH	Tree Species	Tree Count	DBH	Total DBH	Tree Species	Tree Count	DBH	Total DBH	Tree Species	Tree Count	DBH	Total DBH
Oak	31	6	186	Cherry	2	8	16	Palm	1	6	6	Bay	1	12	12
Oak	5	7	35	Cherry	1	10	10	Palm	3	7	21				
Oak	84	8	672	Cherry	3	12	36	Palm	3	8	24				
Oak	1	9	9					Palm	2	12	24				
Oak	58	10	580					Palm	2	13	26				
Oak	41	12	492												
Oak	17	13	221												
Oak	20	14	280												
Oak	45	15	675												
Oak	28	16	448												
Oak	16	17	272												
Oak	38	18	684												
Oak	7	20	140												
Oak	6	22	132												
Oak	4	24	96												
Oak	2	25	50												
Oak	3	26	78												
Oak	3	27	81												
Oak	3	28	84												
Oak	2	31	62												
Oak	2	36	72												
Total	416		5349	Total	6		62	Total	11		101	Total	1		12

Trees To Remain															
Tree Species	Tree Count	DBH	Total DBH	Tree Species	Tree Count	DBH	Total DBH	Tree Species	Tree Count	DBH	Total DBH	Tree Species	Tree Count	DBH	Total DBH
Oak	6	6	36	Cherry	1	8	8	Palm	3	8	24	Bay	1	8	8
Oak	1	7	7	Cherry	1	10	10								
Oak	15	8	120												
Oak	1	9	9												
Oak	1	10	10												
Oak	6	12	72												
Oak	1	14	14												
Oak	6	15	90												
Oak	5	16	80												
Oak	8	18	144												
Oak	2	22	44												
Oak	1	24	24												
Total	53		650	Total	2		18	Total	3		24	Total	1		8

PLANT SCHEDULE

TO BE REMOVED									TREES TO REMAIN								
QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	REMARKS		QTY	COMMON NAME	BOTANICAL NAME	CONT	CAL	SIZE	SPACING	REMARKS	
1	Sweet Bay	Laurus nobilis	Existing	As labeled	Existing	As Shown			1	Sweet Bay	Laurus nobilis	Existing	As labeled	Existing	As Shown		
6	Carolina Laurel Cherry	Prunus caroliniana	Existing	As labeled	Existing	As Shown			2	Carolina Laurel Cherry	Prunus caroliniana	Existing	As labeled	Existing	As Shown		
416	Oak	Quercus spp	Existing	As labeled	Existing	As Shown	Native		53	Oak	Quercus spp	Existing	As labeled	Existing	As Shown	Native	
11	Cabbage Palmetto	Sabal palmetto	Existing	As labeled	Existing	As Shown	Native		3	Cabbage Palmetto	Sabal palmetto	Existing	As labeled	Existing	As Shown	Native	



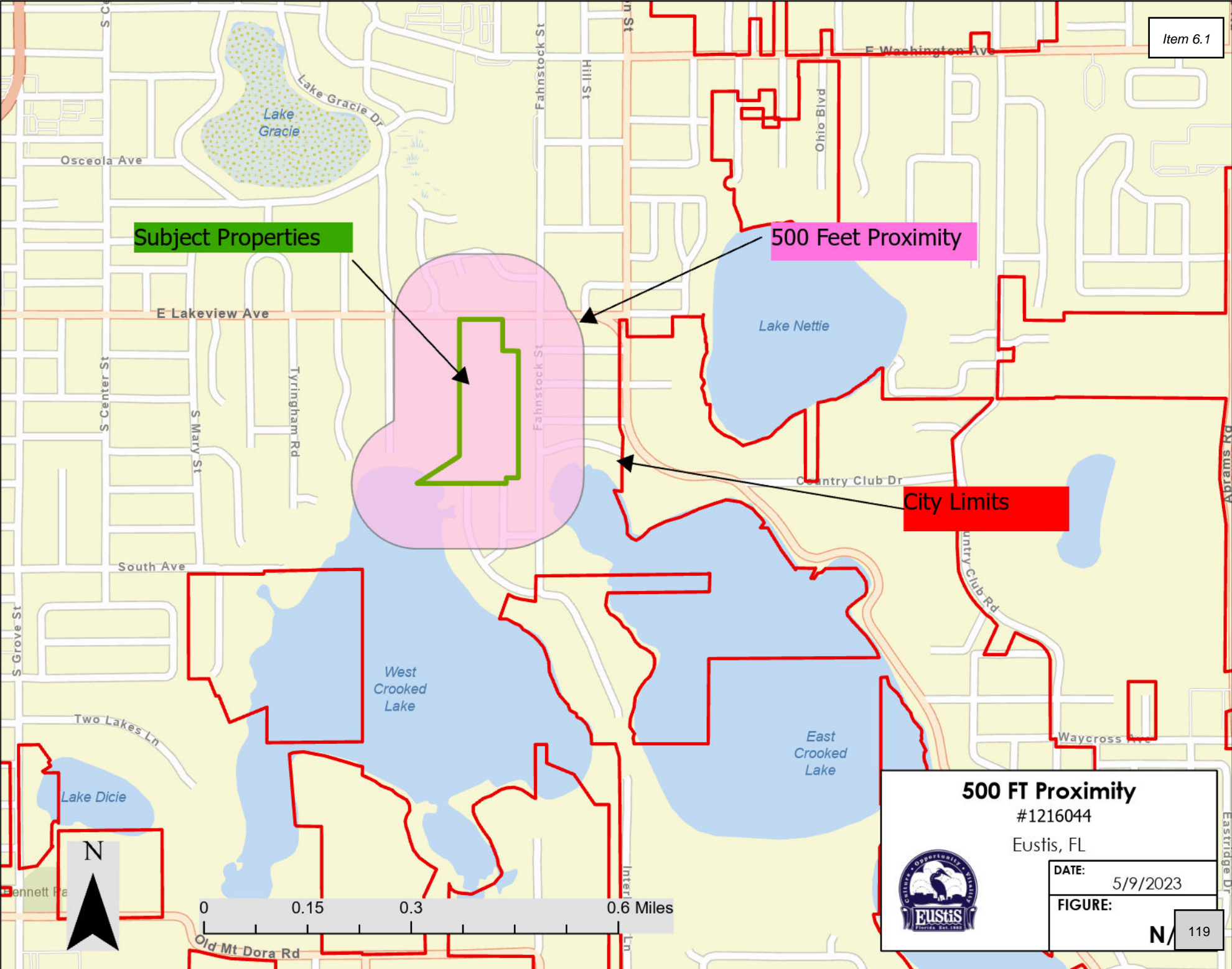
Digitally signed by Timothy W Green
Date: 2023.04.20 16:16:40 -04'00'

Tree Removal Plan
Hidden Cove
Eustis, Florida

Green Consulting Group, Inc.
Landscape Architecture ■ Land Planning ■ Development Assistance
4070 United Avenue, Mount Dora, Florida 32757
352-357-9241 ■ Fax 352-357-9278 ■ LC26000288



Drawing Number: 1658-02
Originated From: 1658-01
Date: April 20, 2023
Scale: 1" = 50'
Drawn By: PAH
Layout: 24"x36"



Subject Properties


500 Feet Proximity

City Limits

500 FT Proximity
 #1216044
 Eustis, FL

DATE: 5/9/2023

FIGURE: N/ 119



#1216044

Design District

- CON
- RC
- RD
- RN
- SC
- SD
- SN
- UC
- UCE
- UN
- Streets
- City Limits of Eustis PARKER

Subject Property

City Limits

Design District

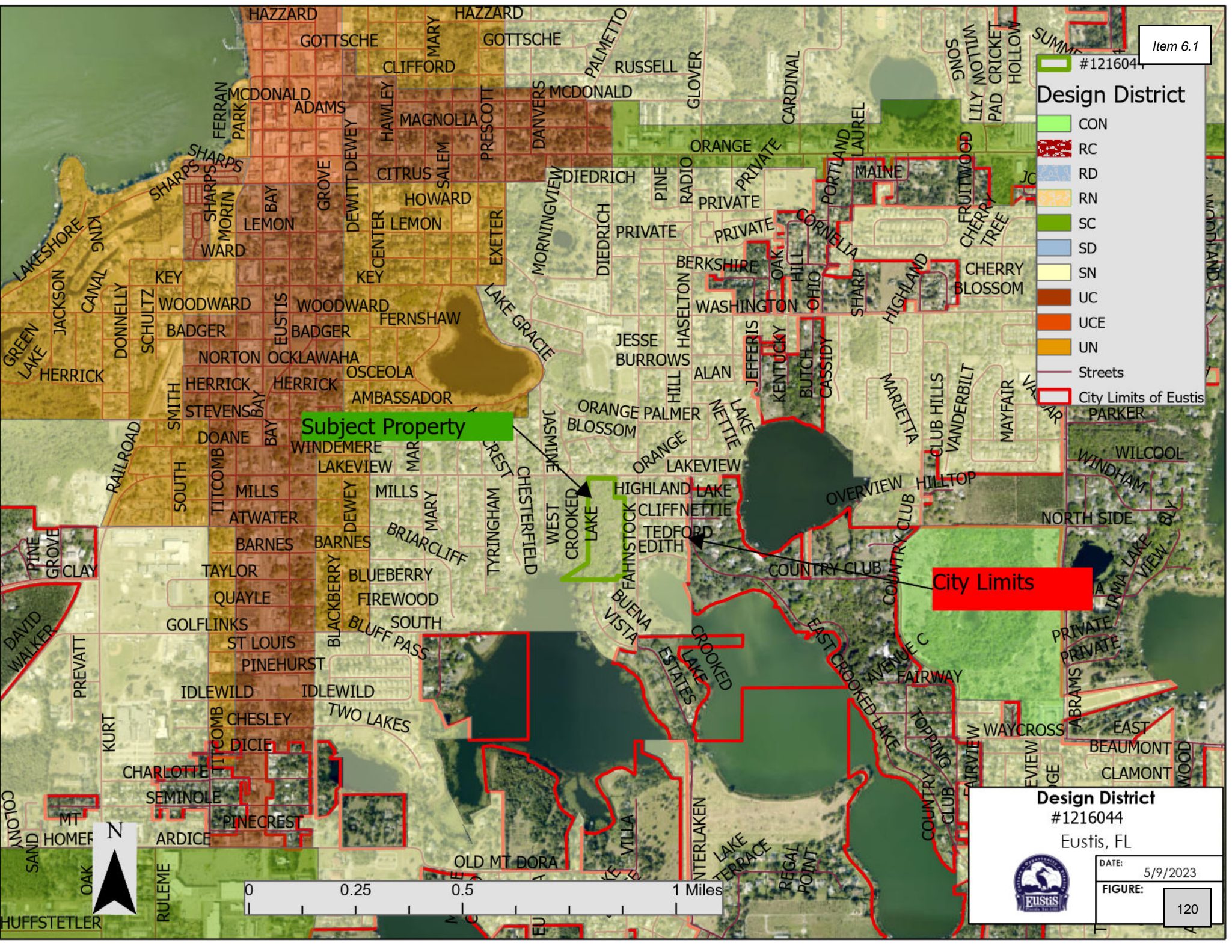
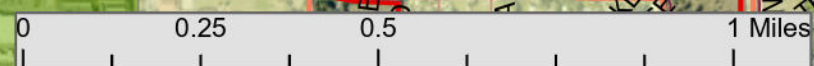
#1216044

Eustis, FL



DATE: 5/9/2023

FIGURE: 120



Item 6.1

#121604

Design District

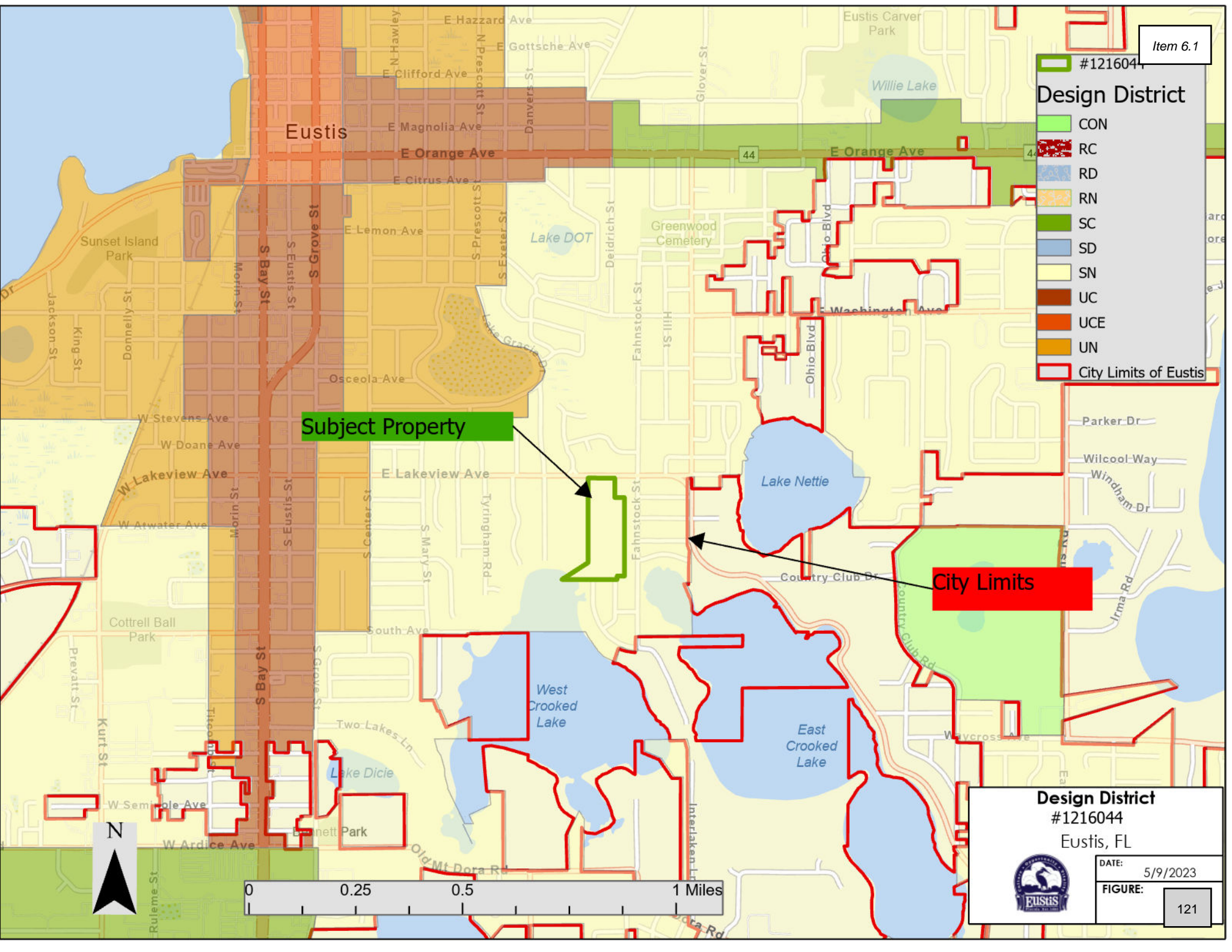
- CON
- RC
- RD
- RN
- SC
- SD
- SN
- UC
- UCE
- UN
- City Limits of Eustis

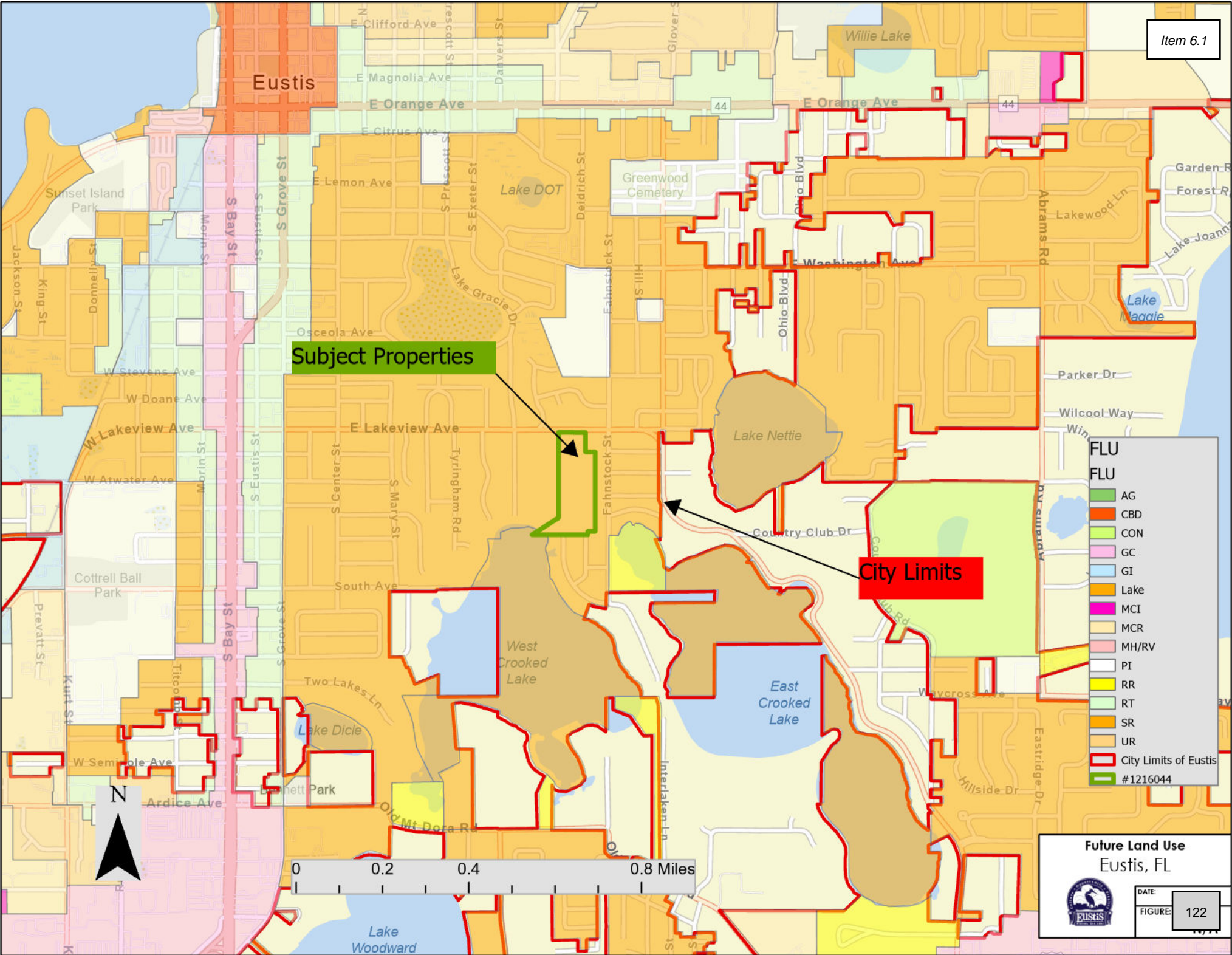
Subject Property

City Limits

Design District
 #1216044
 Eustis, FL


DATE: 5/9/2023
 FIGURE: 121

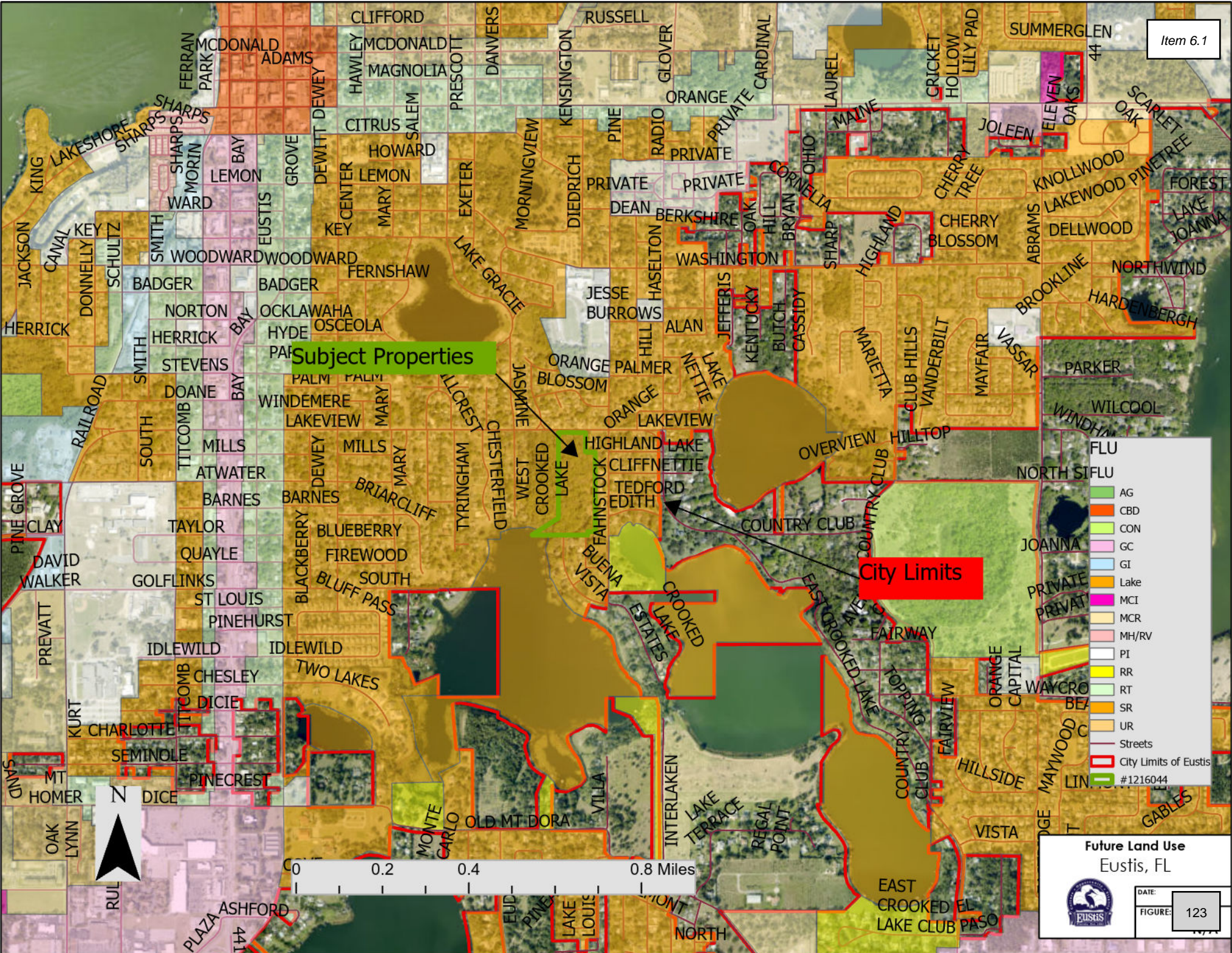


FLU	Color
AG	Green
CBD	Orange
CON	Light Green
GC	Pink
GI	Light Blue
Lake	Blue
MCI	Magenta
MCR	Light Yellow
MH/RV	Light Pink
PI	White
RR	Yellow
RT	Light Green
SR	Orange
UR	Light Orange
City Limits of Eustis	Red Outline
#1216044	Green Outline

Future Land Use
Eustis, FL



DATE: _____
FIGURE: 122



Subject Properties

City Limits

- AG
- CBD
- CON
- GC
- GI
- Lake
- MCI
- MCR
- MH/RV
- PI
- RR
- RT
- SR
- UR
- Streets
- City Limits of Eustis
- #1216044

Future Land Use
Eustis, FL



DATE: _____
FIGURE: 123

0 0.2 0.4 0.8 Miles




Eustis

Subject Properties

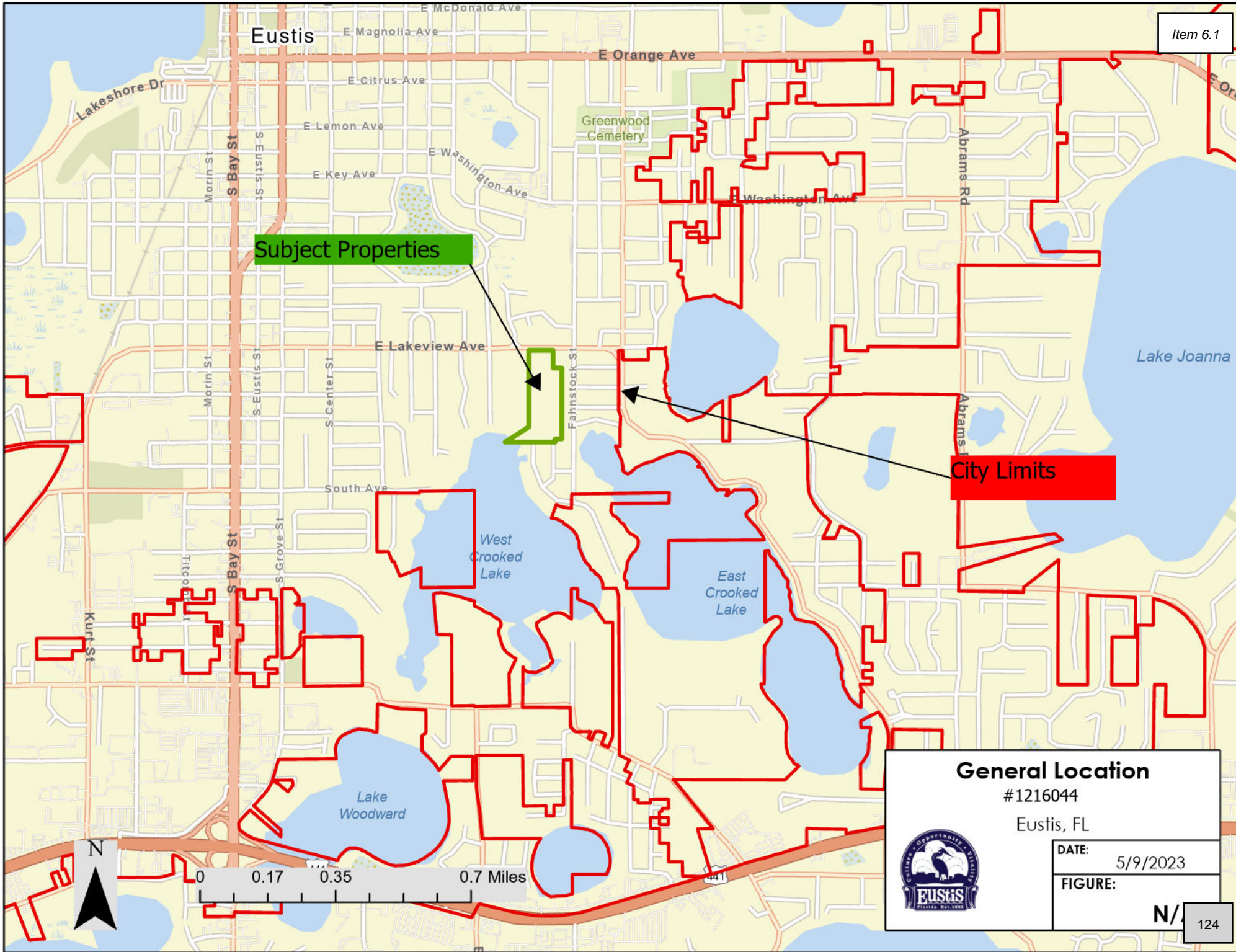
City Limits

General Location
 #1216044
 Eustis, FL

DATE:	5/9/2023
FIGURE:	N/A



0 0.17 0.35 0.7 Miles



Subject Properties

City Limits

General Location

#1216044

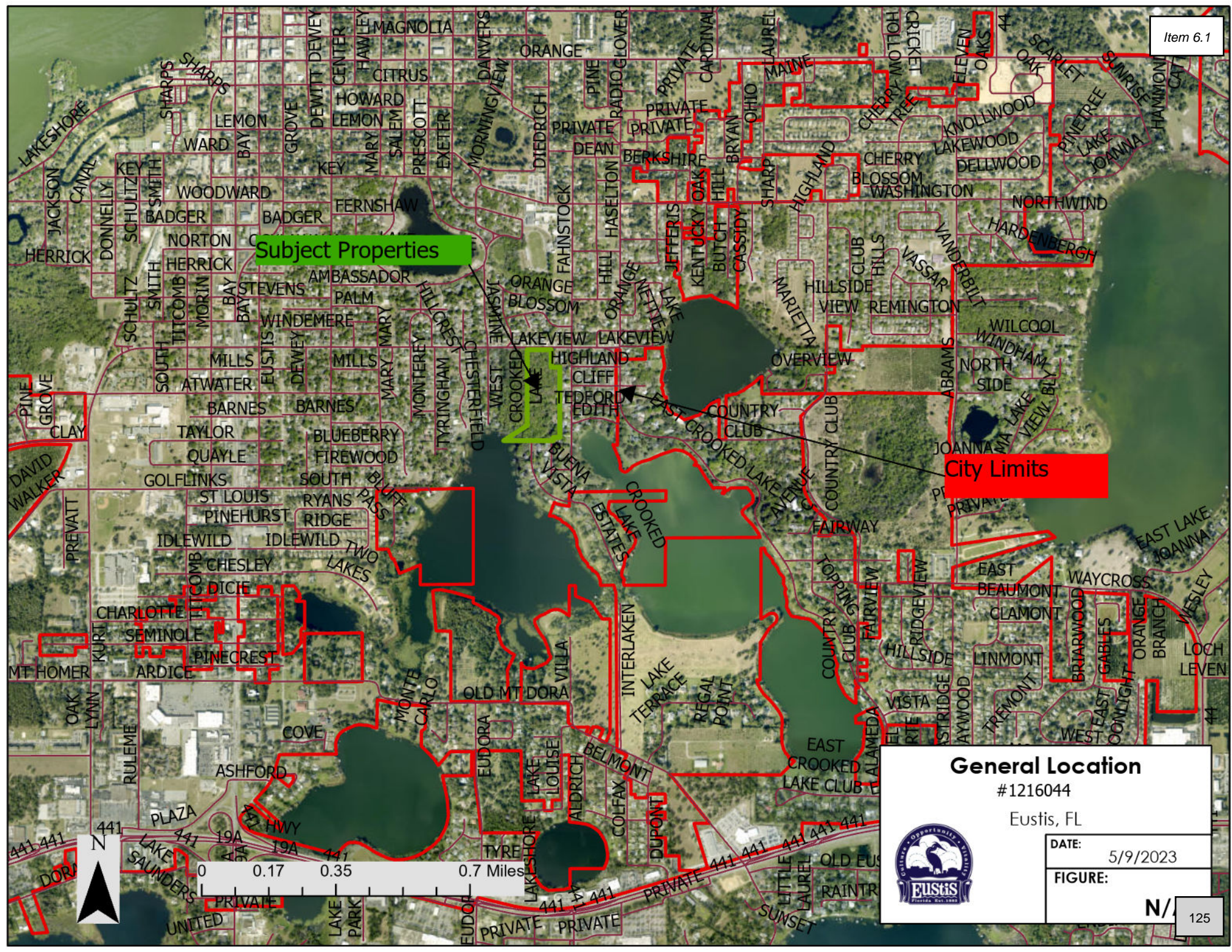
Eustis, FL

DATE: 5/9/2023

FIGURE: N/A



N/A



Name of Subdivision	Lots or units	Acres in size		Units Per Acre
West Crooked Lake	20	9.71		2.059732
Lakeview Place Subdivision	11	3.66		3.005464
Crippen's Crooked View Tract	30	10.2		2.941176
Crooked Lake Heights	7	2.25		3.111111
Addn to Banks Subdivision	15	2.53		5.928854
El Cerito	55	19.5		2.820513

138

Average 138 47.85 2.884013



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: August 17, 2023

RE: SECOND READING

ORDINANCE NUMBERS 23-18, 23-19, AND 23-20: EXPLANATION OF ORDINANCES FOR ANNEXATION OF PARCELS WITH ALTERNATE KEYS 2666820, 3384297, 3884298, 3884439, AND 3884441

Ordinance Number 23-18 – Voluntary Annexation

Ordinance Number 23-19 – Comprehensive Plan Amendment

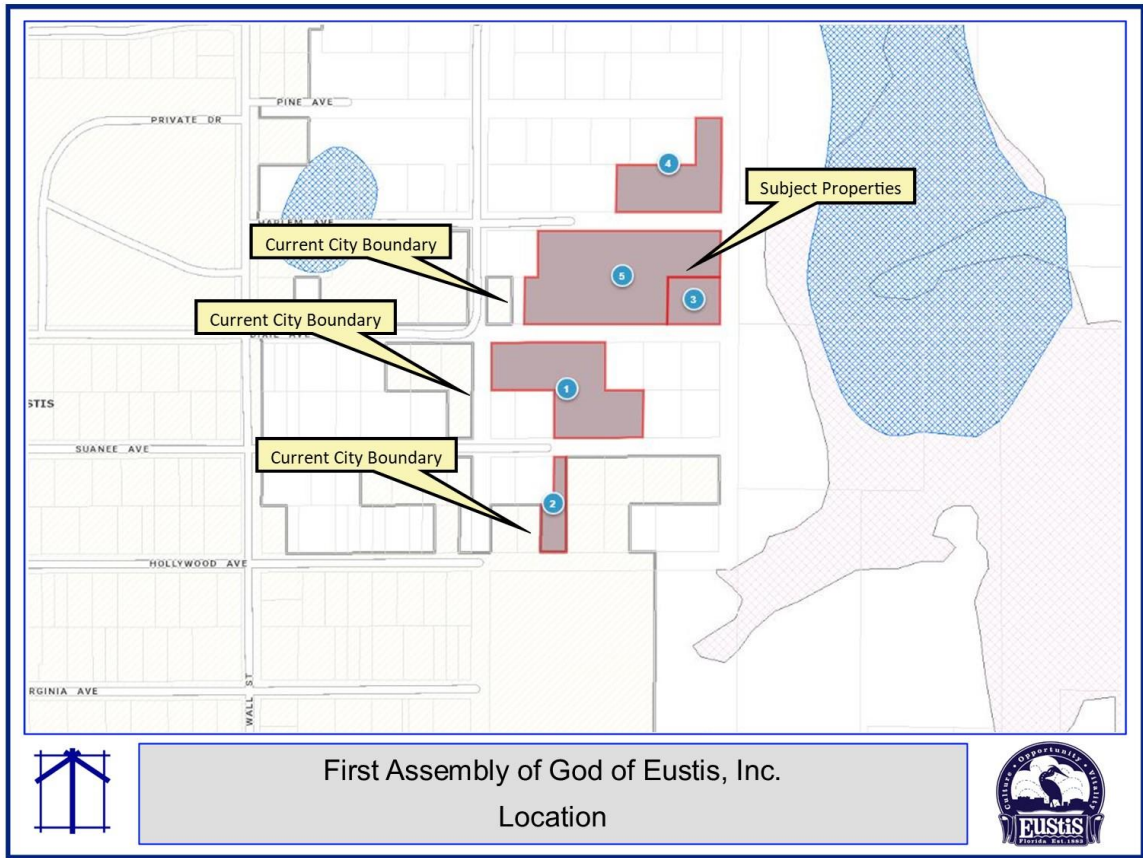
Ordinance Number 23-20 – Design District Assignment

Introduction:

Ordinance Number 23-18 provides for the voluntary annexation of approximately 5.8 acres of land located east of Coolidge Street south of the unimproved portion of Pine Avenue and north of the unimproved portion of Hollywood Avenue (Alternate Key Numbers 2666820, 3884297, 3884298, 3884439, and 3884441). Provided the annexation of the subject property is approved, via Ordinance Number 23-18, Ordinance Number 23-19 would change the future land use designation from Urban Low in Lake County to Suburban Residential (SR) in the City of Eustis, and Ordinance Number 23-20 would assign the subject property a design district designation of Suburban Neighborhood. If Ordinance Number 23-18 is denied, then there can be no consideration of Ordinance Numbers 23-19 and 23-20.

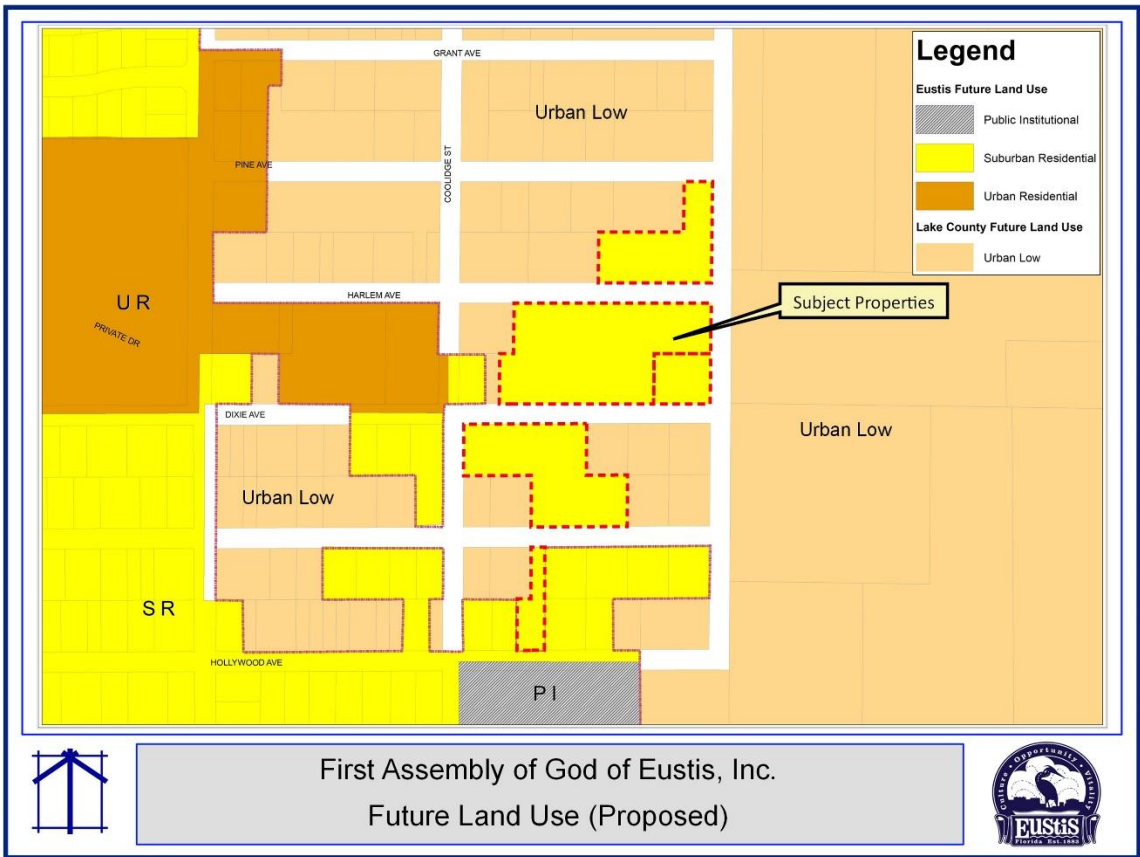
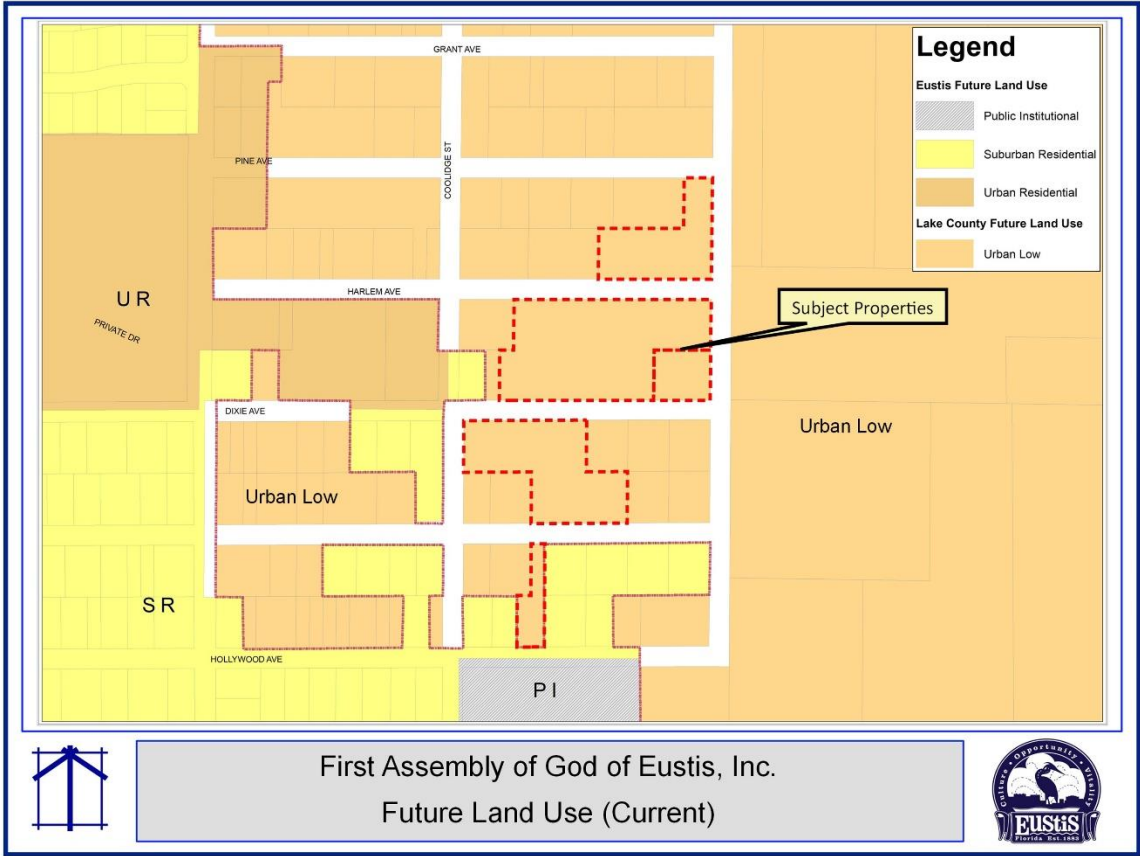
Background:

1. The site contains approximately 5.8 acres and is located within the Eustis Joint Planning Area. The properties to be annexed are a portion of the Rosenwald Gardens subdivision and a subsequent partial replat dating back to 1954. *Source: Lake County Property Appraisers' Office Property Record Card Data.*
2. The proposed annexation properties are within an enclave area of the City and are contiguous to the City boundaries at several points represented on the Location map, herein.
3. The site has a Lake County land use designation of Urban Low, but approval of Ordinance Number 23-19 would change the land use designation to Suburban Residential (SR) in the City of Eustis.



Surrounding properties have the following land use designations:

Location	Existing Use	Future Land Use	Design District
Site	Vacant	Urban Low (Lake County)	N/A
North	Single-Family/ Vacant	Urban Low (Lake County)	N/A
South	Single-Family / Vacant	Suburban Residential	Suburban Neighborhood
East	Vacant	Lake County Urban Low	N/A
West	Single-Family	Suburban Residential	Suburban Neighborhood



Applicant's Request

The applicant and property owners, First Assembly of God of Eustis, Inc., wish to annex the referenced property, change the future land use to Suburban Residential (SR), and assign a design district of Suburban Neighborhood.

The current Lake County future land use designation for the subject property is Urban Low. The Lake County land use designation allows for residential uses of up to 4 dwelling units per net buildable acre.

The property owner has requested the City of Eustis Suburban Residential future land use designation with the annexation. The SR future land use provides for residential uses up to five (5) dwelling units per acre.

Analysis of Annexation Request (**Ordinance Number 23-18**)

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 Eustis-Lake County Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested Suburban Residential 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 Eustis-Lake County Joint Planning Area boundaries define the reasonably compact area where the City could provide services effectively and efficiently. The subject property lies within that planning area; the property is part of a partial enclave, it is contiguous to the City limits at several points on the western and southern boundaries, and the owner petitioned for annexation.

3. Florida Statutes Voluntary Annexation - Chapter 171.044(2):

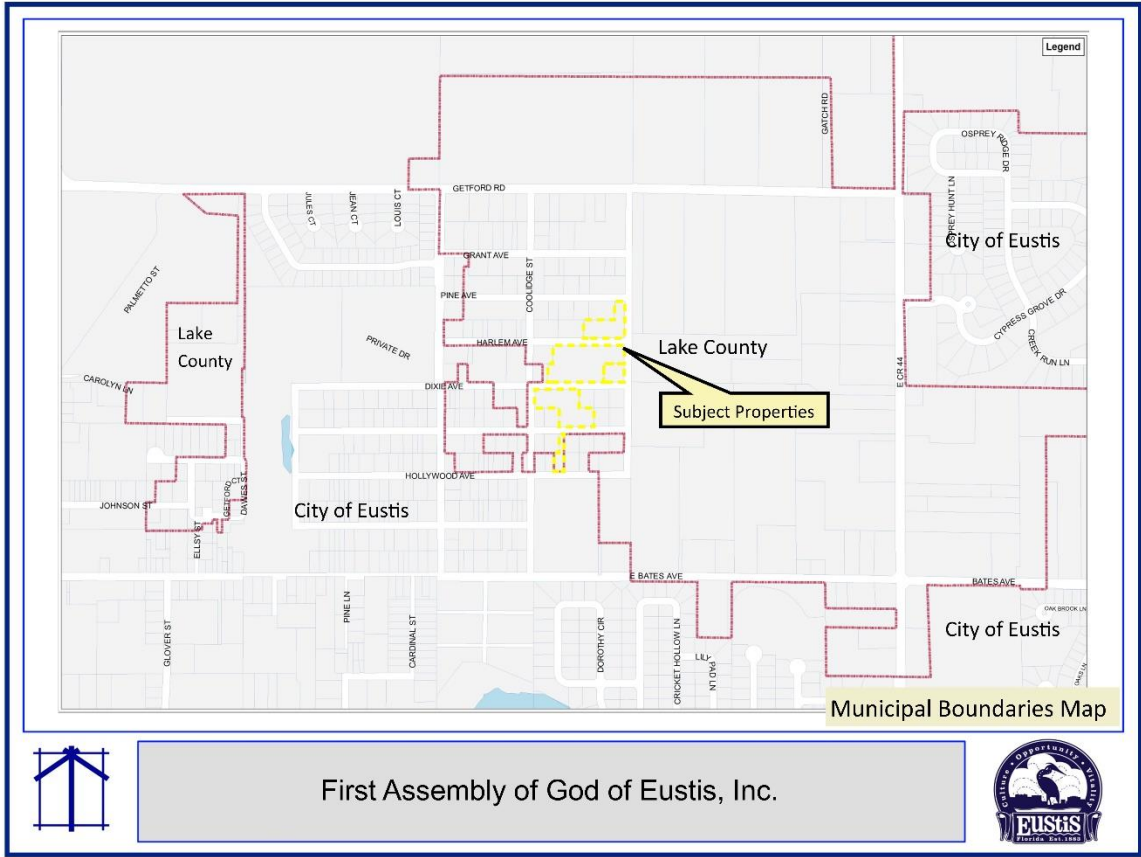
“...Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town...”

The department published notice of this annexation in the Daily Commercial following the established requirements on June 26, 2023, and again on June 30, 2023.

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 as defined by the Florida Statutes. The subject properties are included in a portion of the city that can be considered a partial or open enclave.



5. Florida Statues 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...”

The department provided notice to the Lake County Board of County Commissioners on June 16, 2023, via email and by Certified Mail on June 16, 2023.

Analysis of Comprehensive Plan/Future Land Use Request (**Ordinance Number 23-19**)

In accordance with the 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 for a higher density (5 du/acre) and the SR designation allows the infill of development types similar to the existing patterns at similar densities.

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 subject properties are located in an enclave area and will be requiring city services in order to develop.

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 subject properties are located in an enclave area and will be requiring city services in order to develop. The underlying lots within the proposed annexation are that will be subject to the Suburban Residential Future land Use were platted in the early to mid-1950s.

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 not subject to floodplain impact, and does not contain wetland areas. The subject properties were originally platted in the 1950s as part of the Rosenwald Gardens subdivision. The Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should the conditions at the time of development warrant such protection.

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.

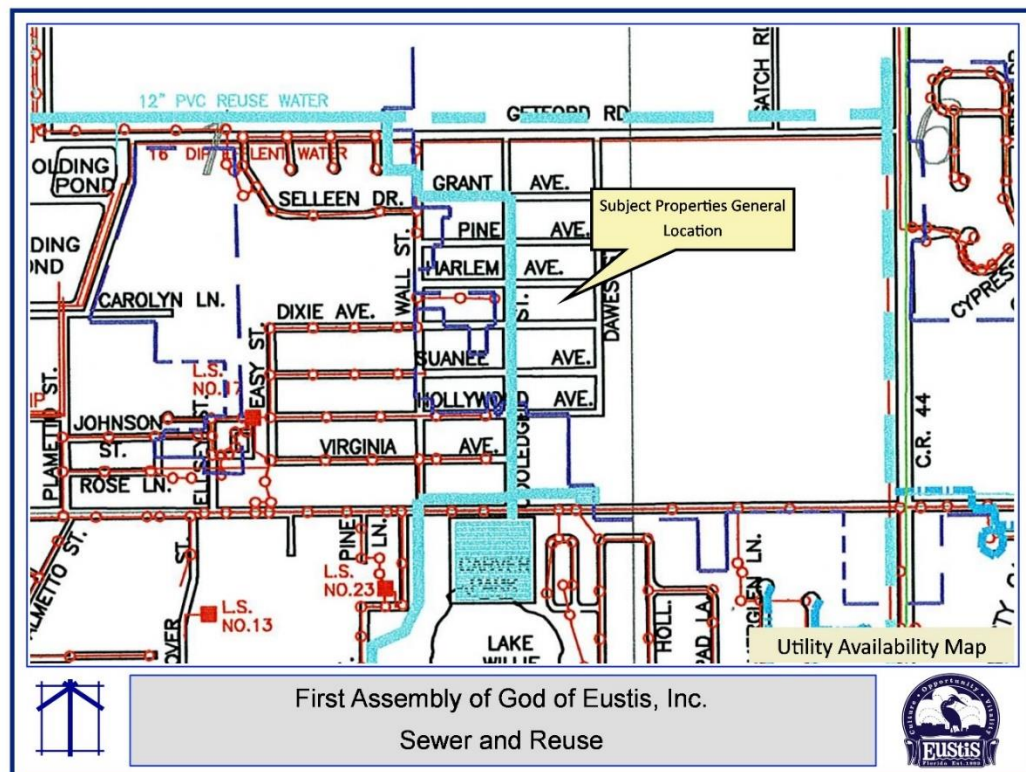
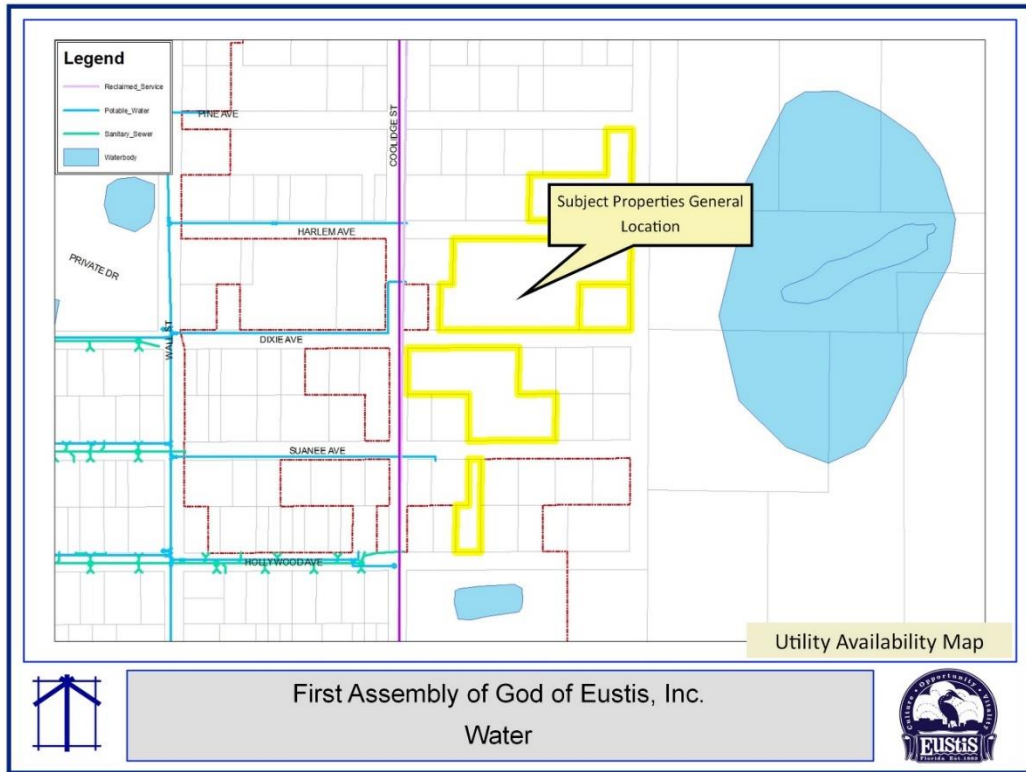
This indicator does not apply. This site and adjacent areas do not support active agricultural or silvicultural activities. The site is within an existing developed and further developing area.

6. Public Facilities:

Fails to maximize the use of existing public facilities and services.

This indicator does not apply. City water is available to serve the property. Development of this parcel will maximize the use and efficiency of the City water services. City Sewer is available with adequate capacity to serve the property and will be addressed via the site development process. The Coolidge Street/Rosenwald Garden area is the target for a City planned improvement project that includes extensive water and sewer sy

improvements. This work includes not only line improvements and extensions overall improvements to the water distribution and sewer collection systems. Improvements will also include streets, stormwater systems, and sidewalks.



7. Cost Effectiveness and Efficiency of Public Facilities:

Allows for land use patterns or timing which 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.

8. Separation of Urban and Rural:

Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. No nearby properties contain active agricultural activities or use. 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 will promote infill development by allowing access to public facilities.

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.

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 access and linkage between related uses. City Departments 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. The subject properties are existing residential lots.

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 infill of the urban development boundary. The Comprehensive Plan and

Development Regulations have provisions to protect natural resource ecosystems at the 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 is available. The development of the property will further encourage the efficient provision of services. The Coolidge Street/Rosenwald Garden area is the target for a City planned improvement project that includes extensive water and sewer system improvements. This work includes not only line improvements and extensions but also overall improvements to the water distribution and sewer collection systems. Improvements will also include streets, stormwater systems, and sidewalks.

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 including the creation of streets and street connections where they do not currently exist. The Coolidge Street/Rosenwald Garden area is the target for a City planned improvement project that includes street improvements and sidewalks.

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 that 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; this site and adjacent areas do not support active agricultural or silvicultural activities. The site is within an existing developed residential 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 on a regional basis.

g. Balance of Land Uses:

Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

The proposed land use is consistent with the surrounding area the site is not positioned to front primary or secondary corridors that would encourage commercial development.

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 ne as defined in s. 163.3164.

Not applicable.

In Accordance with 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 Suburban Residential 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 approximately 24,500. Pursuant to Comprehensive Plan policies and Land Development Regulations, 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. The Coolidge Street/Rosenwald Garden area is the target for a City planned improvement project that includes extensive water and sewer system improvements. This work includes not only line improvements and extensions but also overall improvements to the water distribution and sewer collection systems.

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. The Coolidge Street/Rosenwald Garden area is the target for a City planned improvement project that includes improvements and additions to address stormwater management for the vicinity.

g. Transportation Network Analysis:

This potential annexation and the subsequent development of the property will not add additional impacts as the parcels being annexed include existing platted lots.

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 recharge area, and 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 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.

d. Soil and topography:

The site soils are primarily Myakka sands. These sands are all typically moderately to poorly drained soils.

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:

The existing Lake County future land use designation of the property is Urban Low, which provides for residential uses at up to 4 dwelling units per acre as well as supporting commercial and institutional uses.

Proposed Land Use According to the Eustis Comprehensive Plan:

The Suburban Residential (SR) land use designation is provided to accommodate the majority of residential development within the City. The general range of uses include: a mix of single family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include ACLF, parks and recreation facilities, and schools. Apartments may be permitted through the PUD process. Public and utility services and facilities that are 2 acres or less in size are also permitted. Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre.

Comparison of Lake County Development Conditions

The land use designations of residential properties within the City of Eustis in the surrounding area are generally Suburban Residential (SR) with a maximum density of 5 dwelling units per acre (du/ac).

The surrounding properties, immediately adjacent to the north and east, are unincorporated areas are designated Urban low with a maximum density of 4 dwelling units per net buildable acre.

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.

This area is predominantly residential in nature the proposed use of the land will continue to be residential.

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.

Not applicable.

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.

The use of the land is already residential in nature and was previously platted the increase in traffic should be negligible.

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.

The existing land uses in the immediate area are residential and the proposed use of the land is continued residential.

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 Suburban Residential future land use designation. The Coolidge Street/Rosenwald Garden area is the target for a City planned improvement project that includes extensive water and sewer system improvements. This work includes not only line improvements and extensions but also overall improvements to the water distribution and sewer collection systems. Improvements will also include streets, stormwater systems, and sidewalks.

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 development patterns already exist in the area and the future building on the previously platted lots will not cause incompatibilities with those development patterns.

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 SR land use will provide for orderly growth and development. This designation would advance the public interest by potentially providing additional housing, 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 23-20**):

Form-Based Code:

The City's Land Development Regulations is 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 Neighborhood). The Suburban development pattern and intent, and the Suburban neighborhood definition, structure, and form description are stated below. The assignment of a Suburban Neighborhood 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 Neighborhood

a. Definition. Predominately residential uses with some neighborhood-scale commercial services.

b. Structure. Interconnected trails, bikeways, and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods.

c. Form. Mix of detached residential uses with some neighborhood-supporting retail, parks and civic spaces as focal points in the neighborhoods.

The Suburban development patterns statement above indicates that residential uses are primarily located on streets with fewer vehicle connections. A Suburban Neighborhood 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 the 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 Future Land Use element (including Policy FLU 1.2.4, Development Patterns, and FLU 1.3.2. Maintain Residential Compatibility), as well as all other elements of 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 Neighborhood definition, structure, and form are compatible with the existing uses and any proposed uses permitted under the Suburban Residential future land use designation.

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 the 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 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 Neighborhood design district designation to an annexation parcel, which is consistent with the existing transect.

Applicable Policies and Codes

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."

2. Florida Statutes Chapter 171.044: Voluntary Annexation:

- a. "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."
- b. "Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves."

3. Comprehensive Plan – Suburban Residential (SR)

This designation is provided to accommodate the majority of residential development within the City.

General Range of Uses: This designation is intended to provide for a mix of single-family detached, patio home, and townhouse dwellings in a suburban atmosphere and may also include ACLF, parks and recreation facilities, and schools. Apartments may be permitted through the PUD process. Public and utility services and facilities that are 2 acres or less in size are also permitted.

Maximum Density/Intensity: Suburban Residential lands may be developed up to a maximum density of 5 dwelling units per net buildable acre. The maximum density may be exceeded through an affordable housing density bonus as provided in the Special Provisions below.

Special Provisions:

- (1) Density bonuses are permitted for the provision of affordable housing, including opportunities for a bonus increase between 5-15 percent in density in the Suburban Residential (SR) classification where at least 20 percent of the dwelling units are affordable to families having incomes less than 80 percent of the Orlando Metropolitan Statistical Area median, or where at least 50 percent of the dwelling units are affordable to families having incomes less than 120 percent of the Orlando Metropolitan Statistical Area median. Affordability is based on a housing cost-to-family income factor of 30 percent. A density bonus may also be allowed for energy conservation or green certification as provided for in the LDRs. The combined density bonus for affordable housing and energy conservation/green certification is limited to a total increase of 15%.
 - (2) Permit the placement of residential units manufactured off site which otherwise meet all applicable federal and state regulations and standards, provided that:
 - a. all such housing is attached to foundations as in the case of conventional site-built construction; and
 - b. all such housing otherwise meets applicable lot, yard, and related residential classification as set forth in the Land Development Regulations.
 - (3) 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.
4. Land Development Regulations Section 109-5.5(b)(1): The Suburban Neighborhood Design District has predominately residential uses with some neighborhood-scale commercial services with interconnected trails, bikeways, and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods.
 5. Land Development Regulations Section 109-3 (Table 1) and Section 109-2.6: Suburban Residential land use has a maximum density of 5 units to one acre. The Suburban Residential designation is intended to regulate the character and scale of allowed uses so as to minimize their impacts on adjacent roadways and promote their compatibility with adjacent or nearby land uses.

Recommended Action:

Development Services recommends approval of Ordinance Numbers 23-18, 23-19, and 23-20.

Policy Implications:

None

Alternatives:

1. Approve Ordinance Numbers 23-18 (Annexation), 23-19 (Comp. Plan Amendment), and 23-20 (Design District Designation).
2. Deny Ordinance Numbers 23-18, 23-19, and 23-20.

Budget/Staff Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Prepared By:

Jeff Richardson, AICP, Deputy Development Services Director

Reviewed By:

Mike Lane, AICP, Development Services Director

Heather Croney, Senior Planner

ORDINANCE NUMBER 23-18

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 5.8 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBERS 2666820, 3884297, 3884298, 3884439, AND 3884441 GENERALLY LOCATED EAST OF COOLIDGE STREET SOUTH OF THE UNIMPROVED PORTION OF PINE AVENUE AND NORTH OF THE UNIMPROVED PORTION OF HOLLYWOOD AVENUE.

WHEREAS, The First Assembly of God of Eustis, Inc, as the legal owners of record, have made an application for voluntary annexation of approximately 5.8 acres of real property located east of Coolidge Street south of the unimproved portion of Pine Avenue and north of the unimproved portion of Hollywood Avenue, more particularly described as:

Parcel Alternate Keys: 2666820, 3884297, 3884298, 3884439, AND 3884441

Parcel Identification Number: 01-19-26-1000-00G-01900, 01-19-26-1000-00F-01700, 01-19-26-1000-00G-00500, 01-19-26-0600-010-00600 and 01-19-26-0600-011-00100

Legal Description:

Parcel 1

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 19, 20, 21, 22BLK G PB 12 PG 84 ORB 5400 PG 897

Parcel 2

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 17, 18, 19, 20, 21, 22, 23, 24, 25, 26 BLK F PB 12 PG 84 ORB 4933 PGS 1841 1846

Parcel 3

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 5, 6, 7, 8, 9, 10,11, 12, 13, 14, 15, 16, 17, 18, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33 BLKG PB 12 PG 84 ORB 4933 PGS 1841 1846

Parcel 4

ROSENWALD GARDENS LOTS 6, 23, 24 BLK 10 PB 5 PG 61 ORB 4933PGS 1841 1846

Parcel 5

ROSENWALD GARDENS LOTS 1 TO 9 INCL, LOTS 24 TO 30 INCL BLK11 PB 5 PG 61 ORB 4933 PGS 1841 1846

(The foregoing legal descriptions were copied directly from Lake County Property Appraiser records submitted by the applicant and has not been verified for accuracy); and

WHEREAS, the subject property is reasonably compact and contiguous and continues the incorporation of enclave properties; and

WHEREAS, the annexation of this property will not result in the creation of enclaves; and

WHEREAS, the subject property is located within the City of Eustis Planning Area, and water service is available to the property; and

WHEREAS, on August 3, 2023, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on August 17, 2023, 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 5.8 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 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 17th day of August 2023.

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

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, Acting City Clerk

CITY OF EUSTIS CERTIFICATION

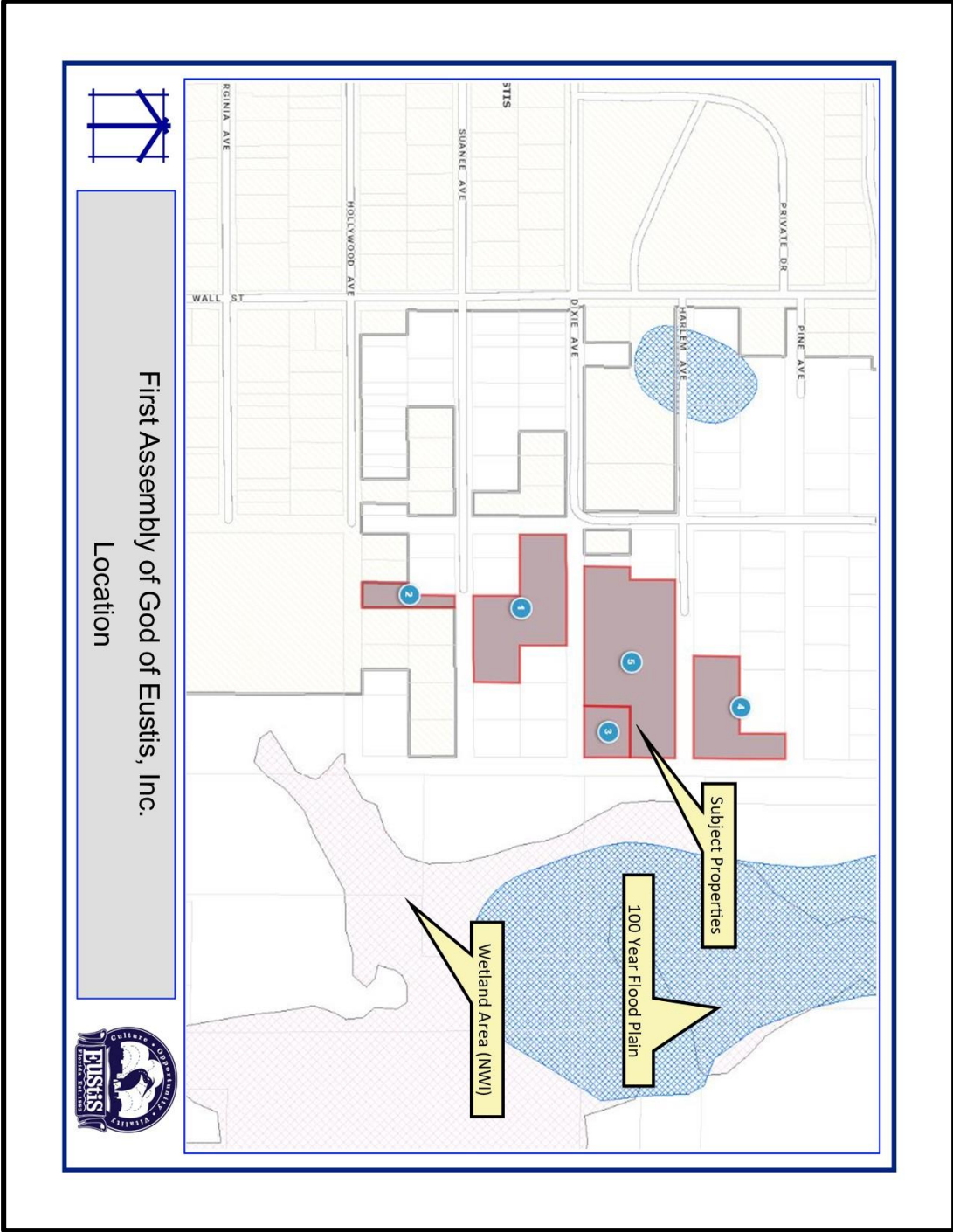
**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 17th day of August 2023, by Michael L. Holland, Mayor, and Mary C. Montez, Acting City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

EXHIBIT "A"

GENERAL LOCATION MAP



ORDINANCE NUMBER 23-19

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 5.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 2666820, 3884297, 3884298, 3884439, AND 3884441 GENERALLY LOCATED EAST OF COOLIDGE STREET SOUTH OF THE UNIMPROVED PORTION OF PINE AVENUE AND NORTH OF THE UNIMPROVED PORTION OF HOLLYWOOD AVENUE, FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

WHEREAS, the State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 In Compliance pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Chapters 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 5.8 acres of real property located east of Coolidge Street south of the unimproved portion of Pine Avenue and north of the unimproved portion of Hollywood Avenue (Alternate Key Numbers 2666820, 3884298, 3884439, AND 3884441), and more particularly described herein as Exhibit "A"; and

WHEREAS, on August 3, 2023, the Local Planning Agency held a Public Hearing to consider the adoption of a Small-Scale Future Land Use Amendment for this change in the designation; and

WHEREAS, on August 3, 2023, 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 August 17, 2023, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small-Scale Future Land Use Amendment contained herein as Exhibit "B";

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 Suburban Residential (SR) within the City of Eustis:

Parcel Alternate Keys: 2666820, 3884297, 3884298, 3884439, AND 3884441

Parcel Identification Number: 01-19-26-1000-00G-01900, 01-19-26-1000-00F-01700, 01-19-26-1000-00G-00500, 01-19-26-0600-010-00600 and 01-19-26-0600-011-00100

Legal Description:

Parcel 1

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 19, 20, 21, 22BLK G PB 12
PG 84 ORB 5400 PG 897

Parcel 2

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 17, 18, 19, 20, 21, 22, 23, 24,
25, 26 BLK F PB 12 PG 84 ORB 4933 PGS 1841 1846

Parcel 3

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 5, 6, 7, 8, 9, 10,11, 12, 13,
14, 15, 16, 17, 18, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33 BLKG PB 12 PG 84 ORB
4933 PGS 1841 1846

Parcel 4

ROSENWALD GARDENS LOTS 6, 23, 24 BLK 10 PB 5 PG 61 ORB 4933PGS 1841
1846

Parcel 5

ROSENWALD GARDENS LOTS 1 TO 9 INCL, LOTS 24 TO 30 INCL BLK11 PB 5 PG
61 ORB 4933 PGS 1841 1846

(The foregoing legal description was copied directly from Lake County Property Appraiser records submitted by the applicant and has not been verified for accuracy); and

SECTION 2.

Map Amendment and Notification: That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

SECTION 3.

Conflict: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

Severability: That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 5.

Effective Date: The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be compliant. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by 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 17th day of August 2023.

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

Michael L. Holland
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 17th day of August 2023, by Michael L. Holland, Mayor, and Mary C. Montez, Acting 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.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 23-19 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.

Mary C. Montez, Acting City Clerk

EXHIBIT "A"**LEGAL DESCRIPTION:**

Parcel 1

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 19, 20, 21, 22BLK G
PB 12 PG 84 ORB 5400 PG 897

Parcel 2

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 17, 18, 19, 20, 21, 22,
23, 24, 25, 26 BLK F PB 12 PG 84 ORB 4933 PGS 1841 1846

Parcel 3

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 5, 6, 7, 8, 9, 10,11,
12, 13, 14, 15, 16, 17, 18, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33 BLKG PB
12 PG 84 ORB 4933 PGS 1841 1846

Parcel 4

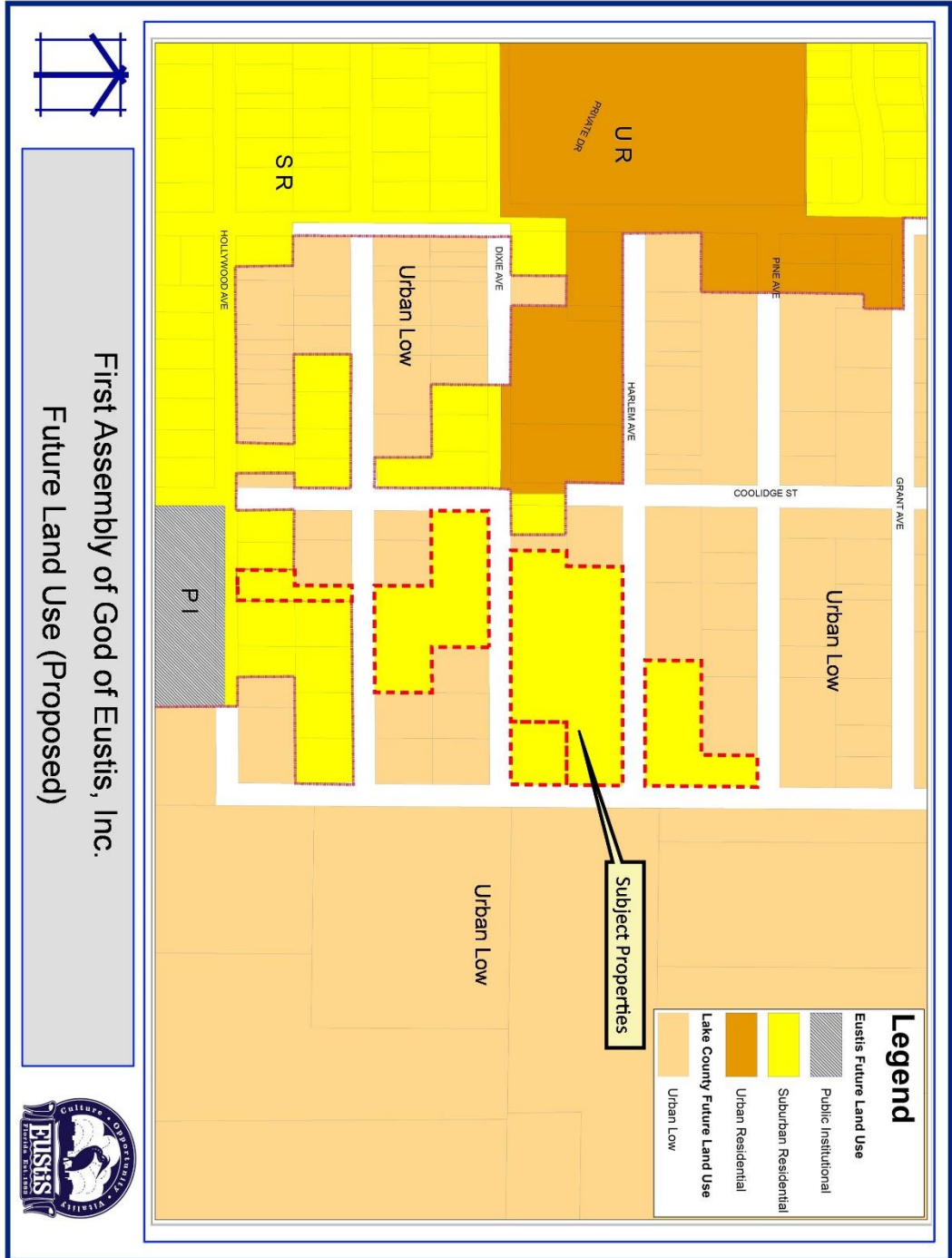
ROSENWALD GARDENS LOTS 6, 23, 24 BLK 10 PB 5 PG 61 ORB 4933PGS
1841 1846

Parcel 5

ROSENWALD GARDENS LOTS 1 TO 9 INCL, LOTS 24 TO 30 INCL BLK11
PB 5 PG 61 ORB 4933 PGS 1841 1846

(The foregoing legal description was copied directly from Lake County Property Appraiser records submitted by the applicant and has not been verified for accuracy)

EXHIBIT "B"



ORDINANCE NUMBER 23-20

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 5.8 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 2666820, 3884297, 3884298, 3884439, AND 3884441 GENERALLY LOCATED EAST OF COOLIDGE STREET SOUTH OF THE UNIMPROVED PORTION OF PINE AVENUE AND NORTH OF THE UNIMPROVED PORTION OF HOLLYWOOD AVENUE

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 Neighborhood to approximately 5.8 acres of recently annexed real property further described below, and

WHEREAS, on August 3, 2023, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on August 17, 2023, 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, FLORIDA, HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real property described below, and more specifically in Exhibit "A", and shown in Exhibit "B", shall be Suburban Neighborhood:

Parcel Alternate Keys: 2666820, 3884297, 3884298, 3884439, AND 3884441
Parcel Identification Number: 01-19-26-1000-00G-01900, 01-19-26-1000-00F-01700, 01-19-26-1000-00G-00500, 01-19-26-0600-010-00600 and 01-19-26-0600-011-00100

Legal Description:

Parcel 1
ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 19, 20, 21,
22BLK G PB 12 PG 84 ORB 5400 PG 897

Parcel 2

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 17, 18, 19, 20,

21, 22, 23, 24, 25, 26 BLK F PB 12 PG 84 ORB 4933 PGS 1841 1846

Parcel 3

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 5, 6, 7, 8, 9,
10,11, 12, 13, 14, 15, 16, 17, 18, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33
BLKG PB 12 PG 84 ORB 4933 PGS 1841 1846

Parcel 4

ROSENWALD GARDENS LOTS 6, 23, 24 BLK 10 PB 5 PG 61 ORB
4933PGS 1841 1846

Parcel 5

ROSENWALD GARDENS LOTS 1 TO 9 INCL, LOTS 24 TO 30 INCL
BLK11 PB 5 PG 61 ORB 4933 PGS 1841 1846

(The foregoing legal description was copied directly from Lake County Property Appraiser records submitted by the applicant and has not been verified for accuracy); and

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 23-18.

EXHIBIT "A"**LEGAL DESCRIPTION:**

Parcel 1

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 19, 20, 21,
22BLK G PB 12 PG 84 ORB 5400 PG 897

Parcel 2

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 17, 18, 19, 20,
21, 22, 23, 24, 25, 26 BLK F PB 12 PG 84 ORB 4933 PGS 1841 1846

Parcel 3

ROSENWALD GARDENS PARTIAL REPLAT SUB LOTS 5, 6, 7, 8, 9,
10,11, 12, 13, 14, 15, 16, 17, 18, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33
BLKG PB 12 PG 84 ORB 4933 PGS 1841 1846

Parcel 4

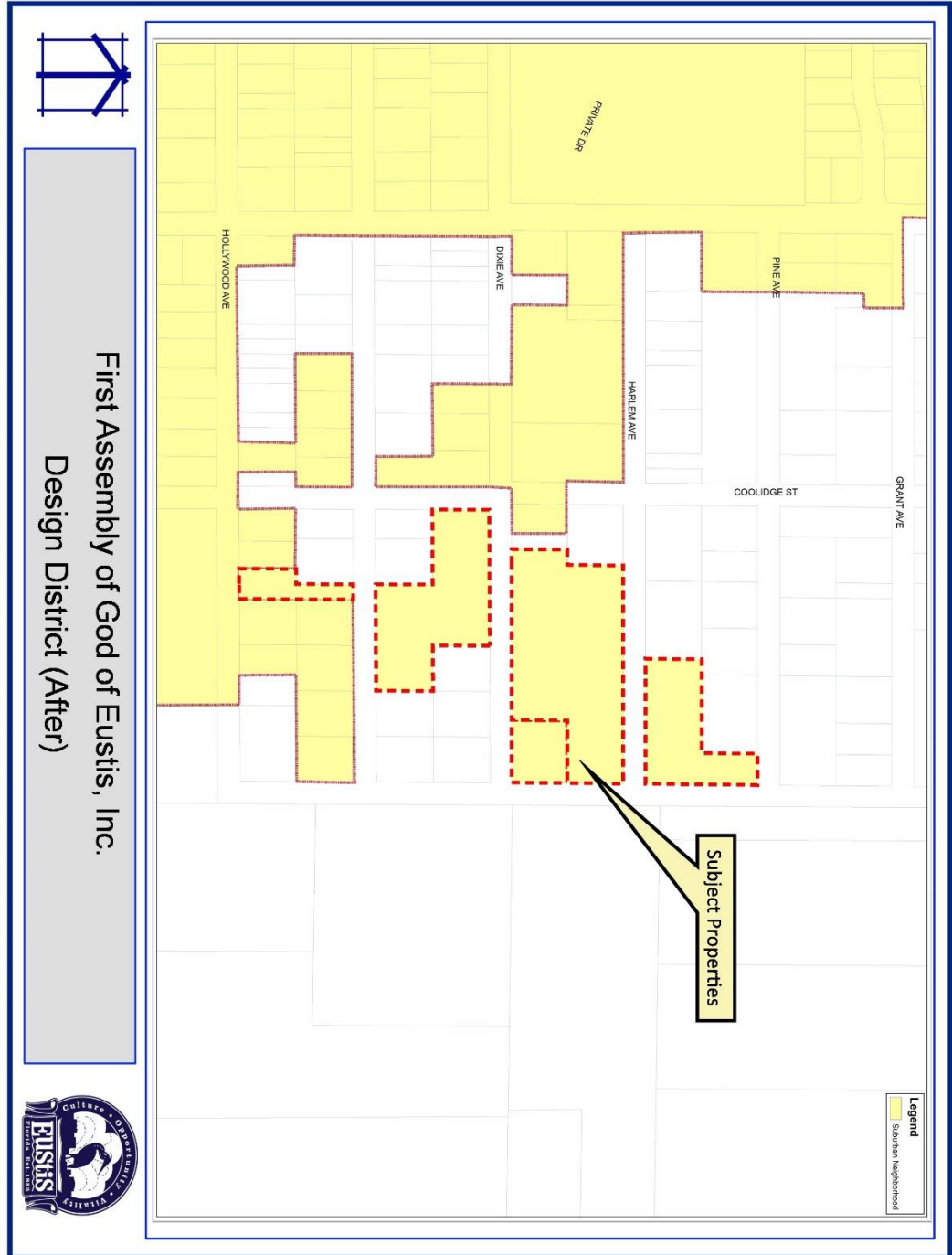
ROSENWALD GARDENS LOTS 6, 23, 24 BLK 10 PB 5 PG 61 ORB
4933PGS 1841 1846

Parcel 5

ROSENWALD GARDENS LOTS 1 TO 9 INCL, LOTS 24 TO 30 INCL
BLK11 PB 5 PG 61 ORB 4933 PGS 1841 1846

(The foregoing legal description was copied directly from Lake County Property Appraiser records submitted by the applicant and has not been verified for accuracy)

EXHIBIT "B"





City of Eustis

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

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: August 17, 2023

RE: Ordinance Number 23-21: **SECOND READING** AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL USE PERMIT FOR A SCHOOL IN THE CENTRAL BUSINESS DISTRICT (CBD) FUTURE LAND USE DISTRICT LOCATED AT 50 W. ORANGE AVENUE.

Introduction:

Ordinance Number 23-21 approves a Conditional Use Permit for allowance of a school in the Central Business District (CBD) future land use district for property located at 50 West Orange Avenue, Unit 2 (Alternate Key Number 1188432).

Background:

- a. The site is developed with a commercial building of 2,747 square feet, within the Central Business District (CBD). The site is surrounded by three different future land uses: Public/Institutional (P/I) to the north, which is Ferran Park, Mobile Home/Recreational Vehicle (MH/RV) to the west as Sharp's Mobile Home Park, and the Central Business District (CBD) which is to the east including this property. There are also three adjacent Design Districts: Urban Neighborhood (UN) to the north, Urban Corridor (UC) to the south, and Urban Center (UCE) to the east including this property.



Applicant's Request:

The applicant requests a Conditional Use Permit to allow a school within Unit 2 of the building located at 50 W. Orange Avenue and in the Central Business District (CBD) future land use district.

Analysis:

The standards of review must show the conditional use is consistent with the City's Comprehensive Plan, Land Development Regulations and City Code. Accordingly, staff has reviewed this conditional use request with consideration of the following:

Section 109-4 (Use Regulations Table) allows a mixed use area encompassing downtown Eustis where a combination of commercial, institutional, office and residential uses are allowed. Those uses which require conditional use permit approval in the Central Business District (CBD) land use district include hospitals, wireless communications towers and all schools.

The standards of review must show the conditional use is consistent with the City's Comprehensive Plan, Land Development Regulations, and City Codes, which are shown below.

This request for allowance of a school in the Central Business District (CBD) is generally consistent with the goals and objectives of the City's Comprehensive Plan, which has schools identified in the General Range of Uses within the Central Business District. The exterior appearance would not vary as it was previously occupied as the ModPod location.

Additional Applicable Policies and Codes:

Staff has reviewed this conditional use request with consideration of the following.

The Comprehensive Plan: The Central Business District (CBD) land use applies to a combination of commercial, institutional, office and residential uses. The purpose is designed to support this mixed use area at comparatively high densities. As previously stated, the category accommodates the mixture of uses including commercial, residential, institutional, industrial, office and schools.

Section 102-30 (Conditional Uses) of the Land Development Regulations (LDRs) provides for uses that are generally compatible with the use characteristics of a future land use district, but which require individual review of:

"Location, design, intensity, configuration, and public facility impact in order to determine the appropriateness of the use of any particular site in the district and their compatibility with adjacent uses."

The Conditional Use review allows the City Commission to attach conditions, limitations, and requirements to a conditional use permit to prevent or minimize adverse effects upon other properties in the neighborhood. These conditions can include limitations on size, intensity of use, bulk and location, landscaping, lighting, provision of adequate ingress and egress, duration of the permit, and hours of operation.

Section 109-4 (Use Regulations Table) allows a school as a conditional use within the CBD land use district.

Policy Implications:

Approval or denial of this waiver request to grant approval of a conditional use to permit a school at 50 West Orange Avenue (within Unit 2) could set a precedent for the review of similar requests in

the future; however, this could be an opportunity as well to show flexibility and also offer a variety of options within the CBD.

Alternatives:

1. Approve Ordinance Number 23-21.
2. Deny Ordinance Number 23-21.

Discussion of Alternatives:

Alternative 1 approves Ordinance Number 23-21.

Advantages:

1. The project may move forward with site modifications.
2. A new private school will be available in Eustis.
3. The structure will be occupied and maintained.
4. The proposed use will be compatible with the surrounding uses as the type of activity proposed should be low impact.

Disadvantages:

1. Approval of a private school in the area could prompt other requests for other types of schools in this area, which could change the character of the area.

Alternative 2 denies Resolution Number 23-21.

Advantages:

1. No private school will exist in this plaza, primarily occupied by more business oriented tenants.

Disadvantages:

The City could lose the opportunity of having a new private school in the city limits.

Community Input:

The department has properly advertised the Ordinance in the newspaper; notified surrounding properties within 500 feet, and posted the property. To date, there has been no opposition received to the proposed development, nor any feedback at all related to this Conditional Use request.

Budget/Staff Impact:

There would be no direct cost to the City associated with the action other than providing standard City services to the development. There would be no additional staff time beyond the normal plan review process and building inspection.

Conclusion:

Staff recommends approval of the conditional use request based upon the above discussion which outlines that the proposed use will be compatible with the surrounding uses because of its location, no change to the existing building, which will not affect the intensity of the property or tax the capacity of any public facilities. Upon approval of this request, the planning department would still expect to see a sign permit application and a Business Tax Receipt (BTR) for this unit from the applicant, as well as, allowing the Building Official and Fire Marshal to determine if this application is considered a change-of-use and review whether this use will increase the unit's occupancy load.

Prepared By:

Mike Lane, AICP , Director, Development Services Department

Attachment:

Proposed Ordinance Number 23-21

ORDINANCE NUMBER 23-21

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL USE PERMIT FOR A SCHOOL IN THE CENTRAL BUSINESS DISTRICT (CBD) FUTURE LAND USE DISTRICT LOCATED AT 50 W. ORANGE AVENUE.

WHEREAS, Sharon Swann, representative and tenant for Orange Avenue Holdings, LLC, property owner, has applied for a Conditional Use Permit for a school to utilize Unit 2 of the plaza located at 50 West Orange Avenue; and

WHEREAS, the subject property has a Land Use Designation of Central Business District (CBD) and a Design District Designation of Urban Center; and

WHEREAS, a school is permitted as a Conditional Use in the Central Business Land Use District; and

WHEREAS, the request for a Conditional Use Permit was properly Noticed for a Quasi-Judicial Public Hearing before the City Commission; and

WHEREAS, on August 3, 2023, the City Commission held the 1st Public Hearing to consider the Conditional Use Permit; and

WHEREAS, on August 17, 2023, the City Commission held the 2nd Public Hearing to consider the Conditional Use Permit; and

WHEREAS, the proposed conditional use is consistent with the City’s Land Development Regulations, Comprehensive Plan, and Code of Ordinances; and

WHEREAS, the applicant has presented evidence to establish the following:

1. That the proposed use is desirable at the particular location;
2. That the proposed conditional use will not have an undue adverse effect on nearby property;
3. That such use will not be detrimental to the health, safety, or general welfare of the citizens residing in the area;
4. That the proposed conditional use is compatible with the existing or planned character of the neighborhood in which it would be located;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. That a Conditional Use Permit is granted for a school in Unit 2 at the plaza located at 50 West Orange Avenue, more particularly described as:

EUSTIS, LOTS 15, 16 BLK 59 W OF RR, E 33 FT OF N 66 FT OF STREET ON WEST PB 1 PG 79 ORB 5628 PG 1014.

ALTERNATE KEY NUMBER: 1188431
 PARCEL NUMBER: 11-19-26-0100-059-01500

Section 2. That the conditions of approval require that the school meets all applicable provisions of the Land Development Regulations and the City Code of Ordinances

and complies with the following specific conditions and limitations:

1. Obtain a sign permit for the wall sign on the building.
2. Obtain a Business Tax Receipt (BTR) for this activity/use; and
3. Allow the Building Official and the Fire Marshal to determine if a change of use permit is necessary for this unit (of the plaza).

Section 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. 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. That this Ordinance shall become effective immediately upon passing.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 17th day of August 2023.

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

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, Acting City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this 17th day of August, 2023 by Michael L. Holland, Mayor, and Mary C. Montez, Acting 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, 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 23-21 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, Acting 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: August 17, 2023

RE: **FIRST READING**

Ordinance Number 23-22: Conditional Use Permit for an Accessory Dwelling Unit at 34534 Estes Road

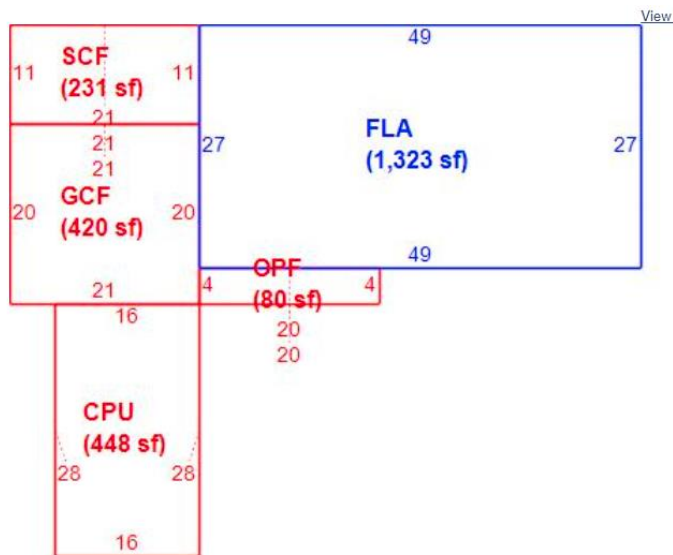
Introduction:

This is the first reading for Ordinance Number 23-22, which approves a Conditional Use Permit for an accessory dwelling unit to an existing single-family residence in the Rural Residential (RR) land use district for property located at 34534 Estes Road. This will be new construction to create the accessory dwelling unit. The intent in the short term will be for the use of a family member.

Background:

1. Pertinent Site Information:

- a. The subject property located at 34534 Estes Road comprises approximately 1.0 acres in size.
- b. A 1-story single-family, primary residential structure exists onsite.



- c. There are no previous uses onsite beyond that of a residential one, and the current use is also that of a residence.

- d. The surrounding properties' land use and design district designations are Suburban Residential and Suburban Neighborhood to the east, and Lake County Urban Low to the South, West, and North.

2. **Applicant's Request**

The applicant requests approval to permit a free-standing accessory dwelling unit in the Rural Residential land use district. The dwelling unit will be used in the immediate timeframe as an accessory apartment for a family member and potentially a rental unit in the future, the apartment unit will occupy a 960-square-foot structure.

3. **Analysis and Summary:**

The standards of review must show the conditional use is consistent with the City's Comprehensive Plan, Land Development Regulations, and City Code. Accordingly, staff has reviewed this conditional use request with consideration of the following.

The Comprehensive Plan: The Rural Residential (RR) land use applies to residential areas which are typically adjacent to other larger lot residential development. This designation provides for large lot development near or on the periphery of the Eustis urbanized area. Low density designation is a proven effective means for delaying development until growth can be accommodated in an orderly economical fashion. Mainly, this category is seen as providing a low density estate-type housing environment preferred by a segment of the local population. Principal locations are near East Crooked Lake, Lake Joanna, Lake Yale, and around certain lakes in the eastern portion of the City.

Section 109-4 (Use Regulation Table) allows an accessory apartment as a conditional use within the Rural Residential (RR) land use district.

Section 102-30 (Conditional Uses) of the Land Development Regulations (LDRs) provides for uses that are generally compatible with the use characteristics of a future land use district, but which require individual review of:

"Location, design, intensity, configuration, and public facility impact in order to determine the appropriateness of the use of any particular site in the district and their compatibility with adjacent uses."

The Conditional Use review allows the City Commission to attach conditions, limitations, and requirements to a conditional use permit to prevent or minimize adverse effects upon other properties in the neighborhood. These conditions can include limitations on size, intensity of use, bulk and location, landscaping, lighting, provision of adequate ingress and egress, duration of the permit, and hours of operation.

4. **Compatibility**

The existing structure was originally constructed as a single-family home in 1978. County and City records indicate the use of the structure continues to be as a single-family residence, and the exterior of the structure has not been modified to alter its appearance as a single-family home. There is an existing driveway garage and carport that will serve the new accessory dwelling unit and the single-family residence.

Surrounding land uses have not changed considerably over the years and remain primarily residential.

The single accessory dwelling unit use will not generate sufficient traffic to require a traffic study or pose any detriment to the surrounding area.

The lot is 1.0 acres in size with the existing footprint of the existing home, accessory structures, and driveway at roughly 4,000 square feet of total coverage. The addition of the proposed accessory dwelling unit (960 square feet) will not exceed the maximum impervious surface for the Rural Residential (RR) land use district. The maximum ISR for the RR district is 20 percent.

5. **Conclusion**

Staff recommends approval of the conditional use request based upon the above discussion which outlines that the proposed use will be compatible with the surrounding uses and with no major exterior change to the existing buildings, which will not affect the intensity of the property or the capacity of any public facilities. Application for a Building Permit will be required and said application will need to include a survey detailing that the maximum impervious surface will not exceed 20 percent.

Recommended Action:

Recommend approval of the Conditional Use Permit with conditions:

1. The applicant proposes to design and build a new accessory dwelling unit to the rear of the existing single-family residence and connect it with a breezeway. The addition will be approximately 960 square feet.
2. Building permits must be obtained before construction.
3. Payment of applicable impact fees is required.
4. Maximum Impervious Surface Ratio of the property shall remain consistent with the Rural Residential district requirements.

Policy Implications:

None

Alternatives:

Approval of Ordinance Number 23-22

Denial of Ordinance Number 23-22

Budget/Staff Impact:

None

Prepared By:

Jeff Richardson, AICP, Deputy Director, Development Services

Reviewed By:

Mike Lane, AICP, Director, Development Services

ORDINANCE NUMBER 23-22

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL USE PERMIT FOR AN ACCESSORY DWELLING UNIT TO AN EXISTING SINGLE-FAMILY RESIDENCE IN THE RURAL RESIDENTIAL (RR) FUTURE LAND USE DISTRICT ON APPROXIMATELY 1.0 ACRES LOCATED AT 34534 ESTES RD (ALTERNATE KEY NUMBER 1461600).

WHEREAS, Betty Gaard, property owner, has applied for a Conditional Use Permit for a free-standing accessory dwelling unit to be located at 34534 Estes Road; and

WHEREAS, the subject property has a Land Use Designation of Rural Residential (RR) and a Design District Designation of Urban Neighborhood; and

WHEREAS, an accessory dwelling unit is permitted as a Conditional Use in the Rural Residential Land Use District; and

WHEREAS, the request for a Conditional Use Permit was properly Noticed for a Quasi-Judicial Public Hearing before the City Commission; and

WHEREAS, on August 17, 2023, the City Commission held the 1st Public Hearing to consider the Conditional Use Permit; and

WHEREAS, on September 7, 2023, the City Commission held the 2nd Public Hearing to consider the Conditional Use Permit; and

WHEREAS, the proposed conditional use is consistent with the City's Land Development Regulations, Comprehensive Plan, and Code of Ordinances; and

WHEREAS, the applicant has presented evidence to establish the following:

1. That the proposed use is desirable at the particular location.
2. That the proposed conditional use will not have an undue adverse effect on nearby property.
3. That such use will not be detrimental to the health, safety, or general welfare of the citizens residing in the area.
4. That the proposed conditional use is compatible with the existing or planned character of the neighborhood in which it would be located.

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. That a Conditional Use Permit is granted for an accessory dwelling unit on approximately 1.0 acres located at 34534 Estes Road, more particularly described as:

EUSTIS, MELODY HILLS SUB LOT 7 PB 23 PG 17 ORB 5827 PG 2036 ORB 6165 PG 2

ALTERNATE KEY NUMBER: 1461600

PARCEL NUMBER: 08-19-27-0101-000-00700

Section 2. That the conditions of approval require that the accessory use meets all applicable provisions of the Land Development Regulations and the City Code of Ordinances and complies with the following specific conditions and limitations:

1. The applicant proposes to design and build a new accessory dwelling unit to the rear of the existing single-family residence and be allowed to connect it with a breezeway. The addition will be approximately 960 square feet.
2. Building permits must be obtained before construction.
3. Payment of applicable impact fees is required.
4. Maximum Impervious Surface Ratio of the property shall remain consistent with the Rural Residential district requirements.

Section 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. 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. That this Ordinance shall become effective immediately upon passing.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 7th day of September 2023.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Michael L. Holland
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 7th day of September 2023 by Michael L. Holland, Mayor, 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, 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 23-22 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) 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

Legend

-  2023-CU-04_ADU
-  City_Limits





Subject Property



34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit



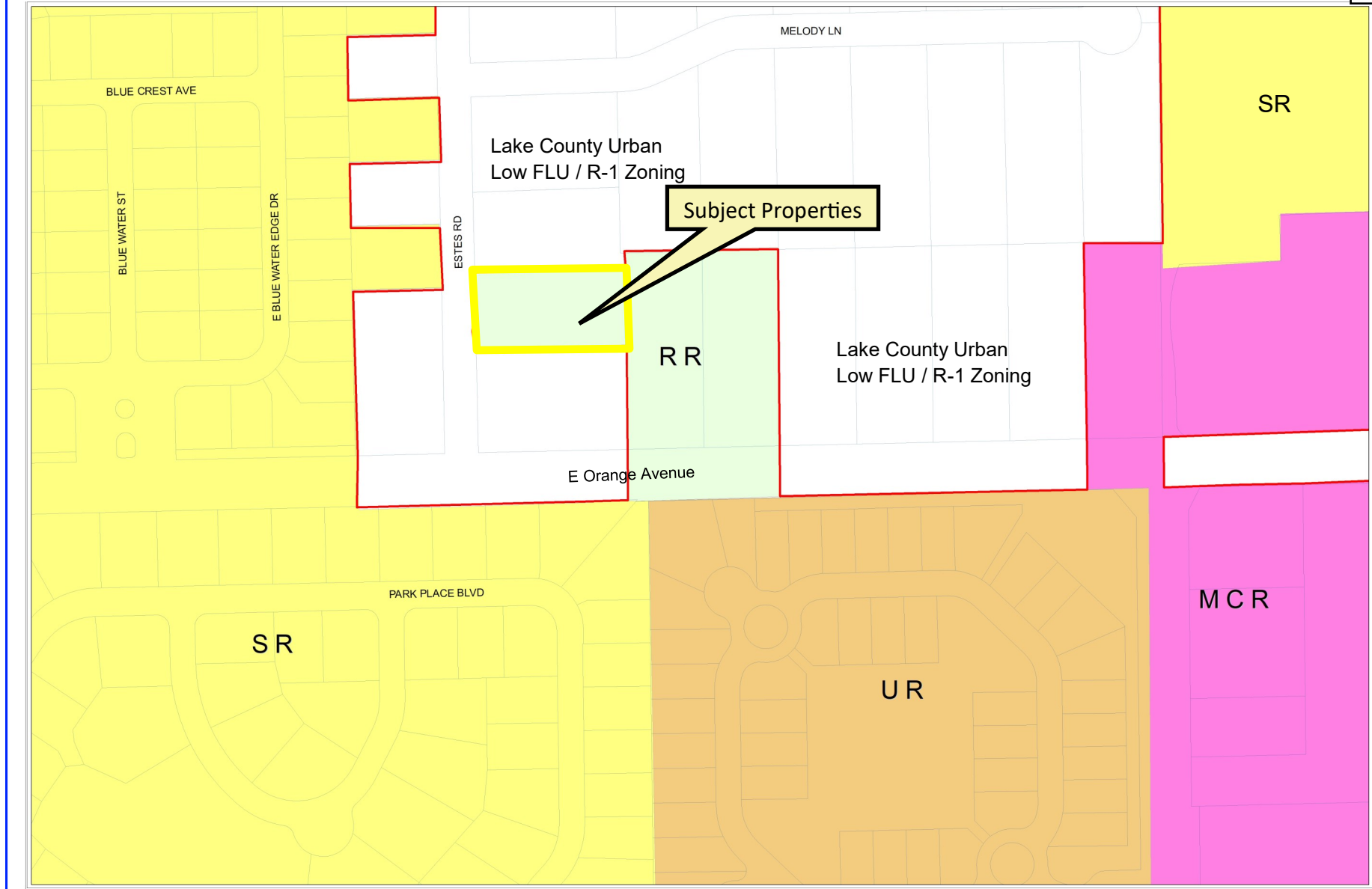
Legend

-  2023-CU-04_ADU
-  City_Limits



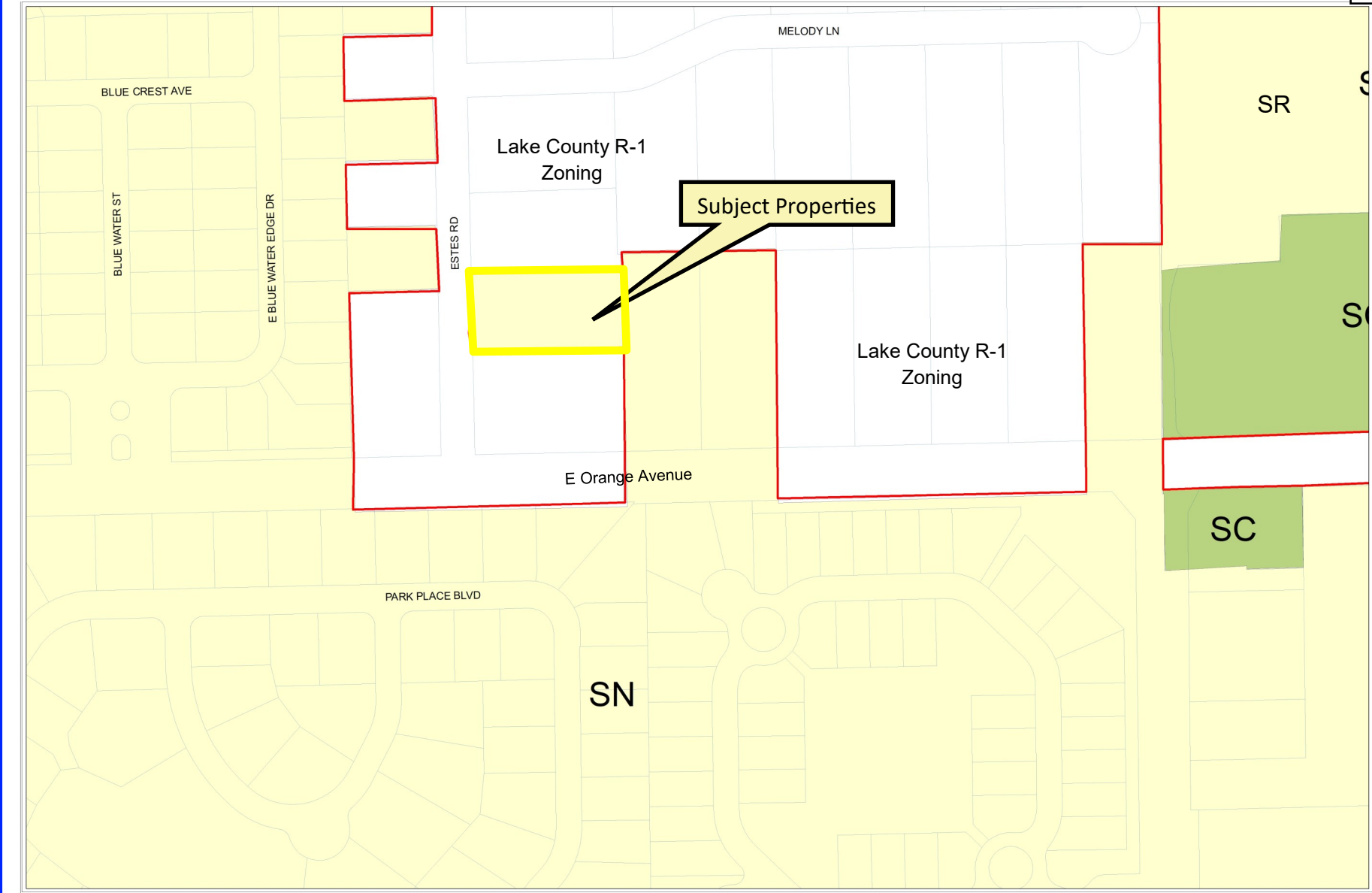
34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit
Aerial Location





34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit
Future Land Use (City)





34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit
Design District (City)



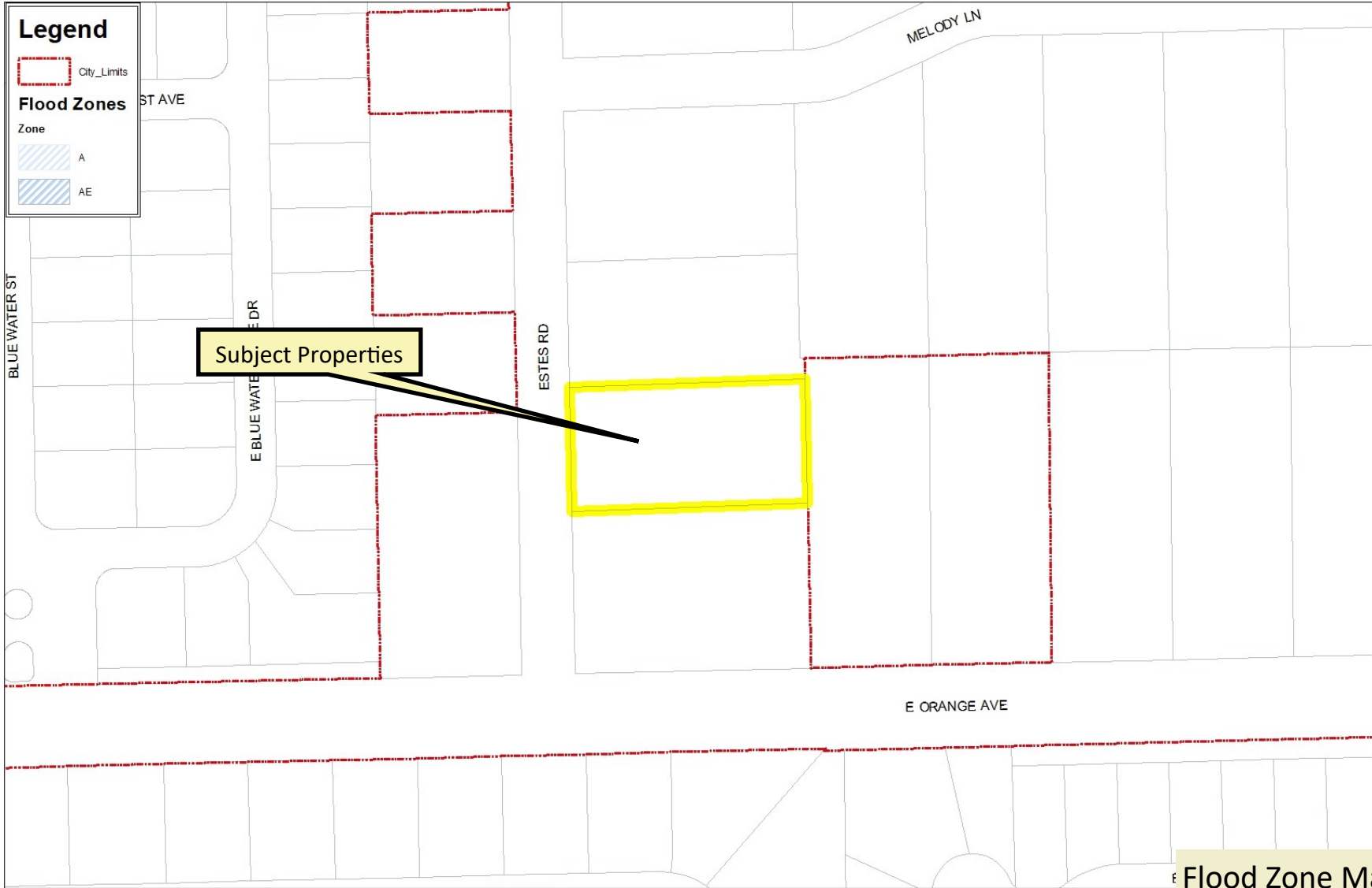
Legend

City_Limits

Flood Zones

Zone

- A
- AE



Flood Zone Map



34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit



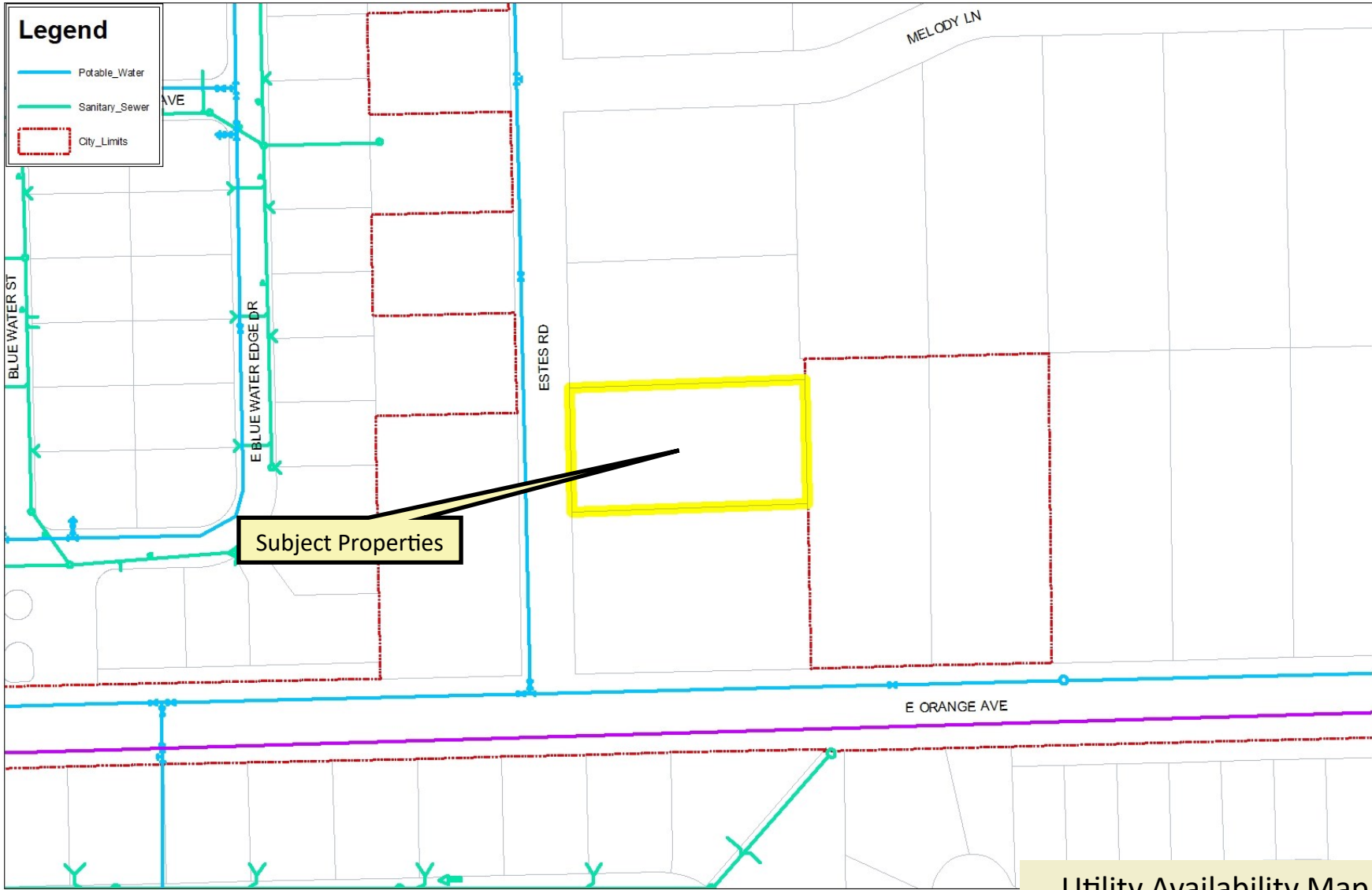


34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit



Legend

- Potable_Water
- Sanitary_Sewer
- - - City_Limits




Utility Availability Map




34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit




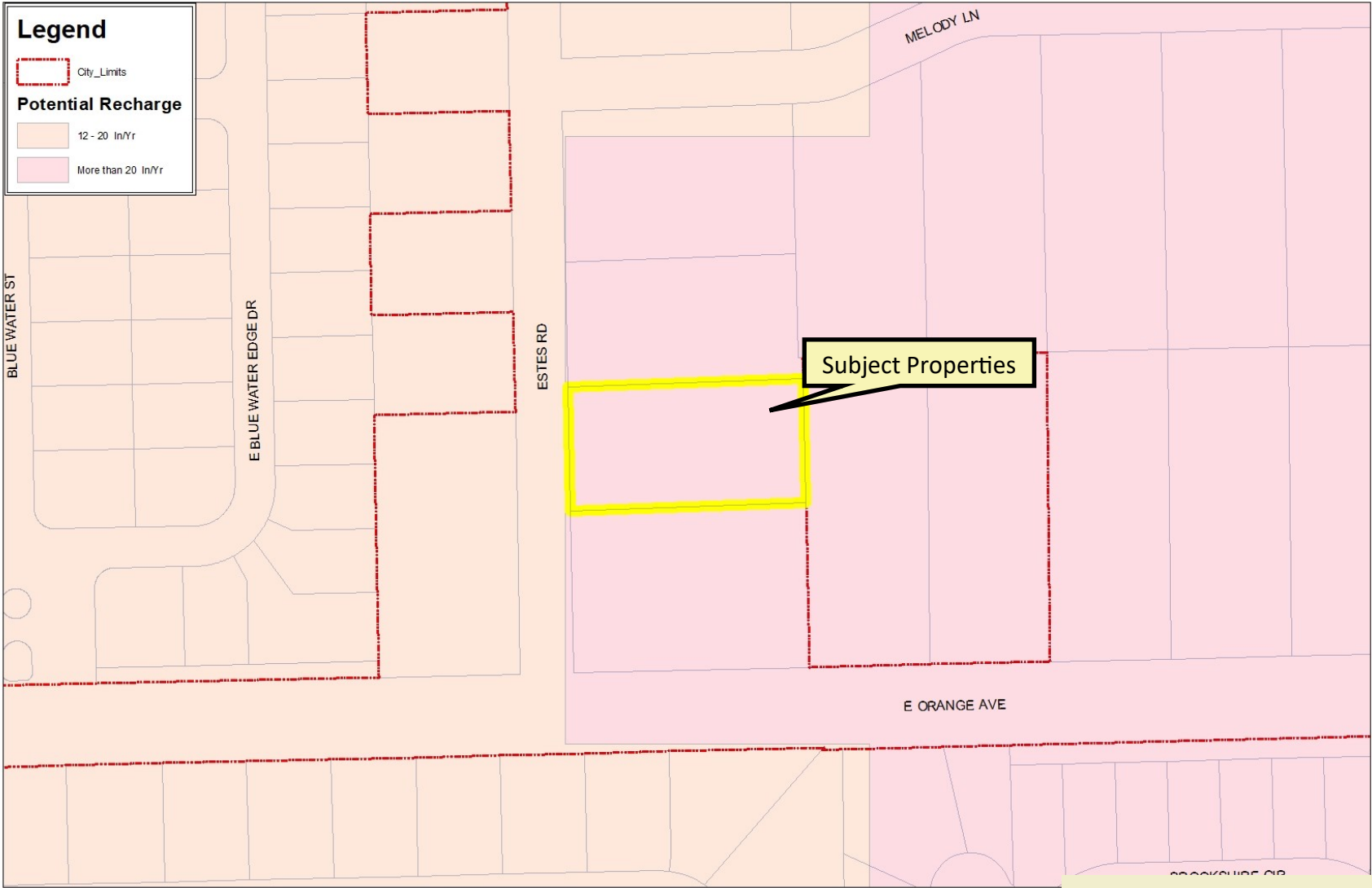
Legend

 City_Limits

Potential Recharge

 12 - 20 In/Yr

 More than 20 In/Yr



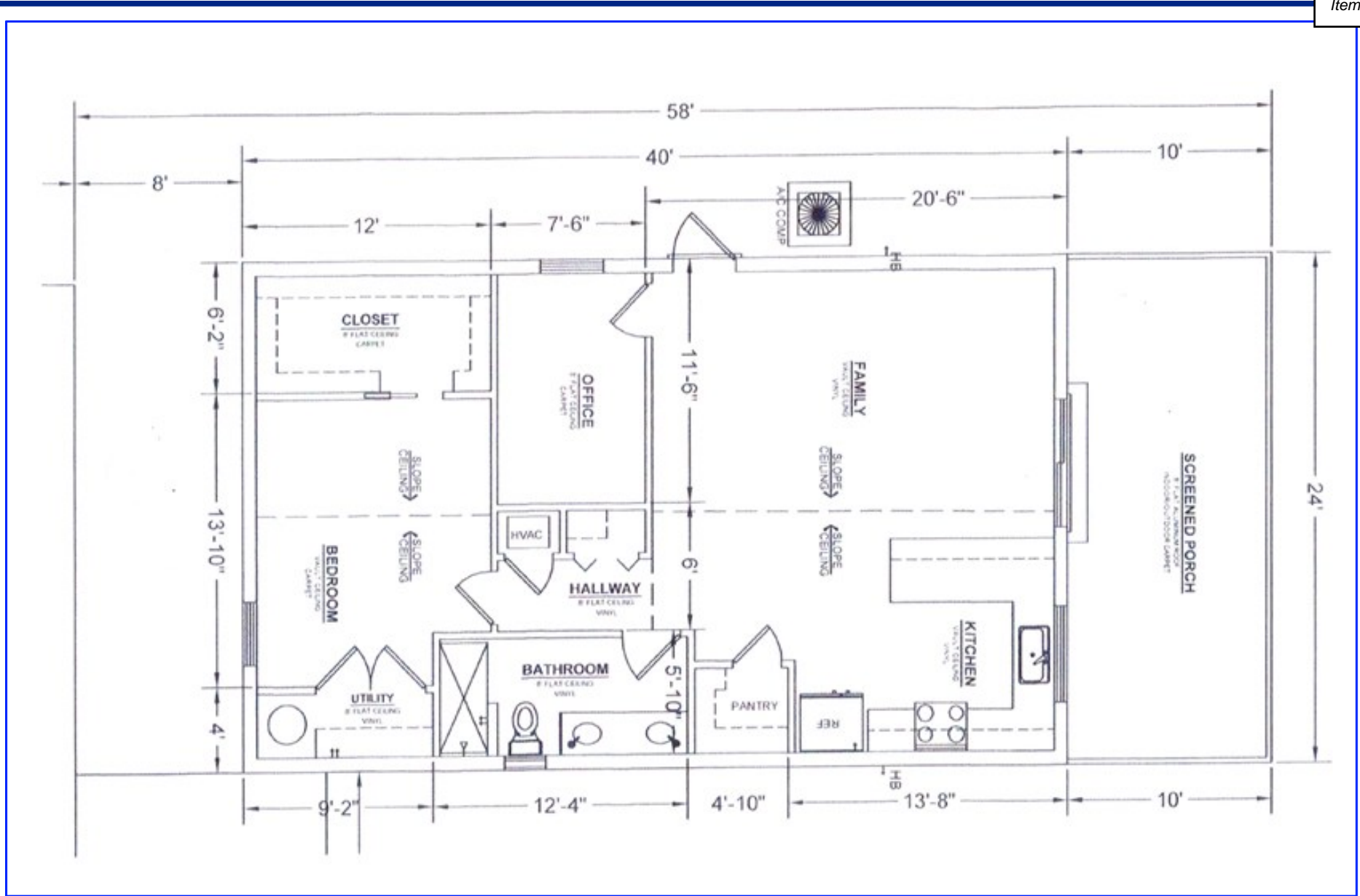
Subject Properties

Potential Recharge Areas



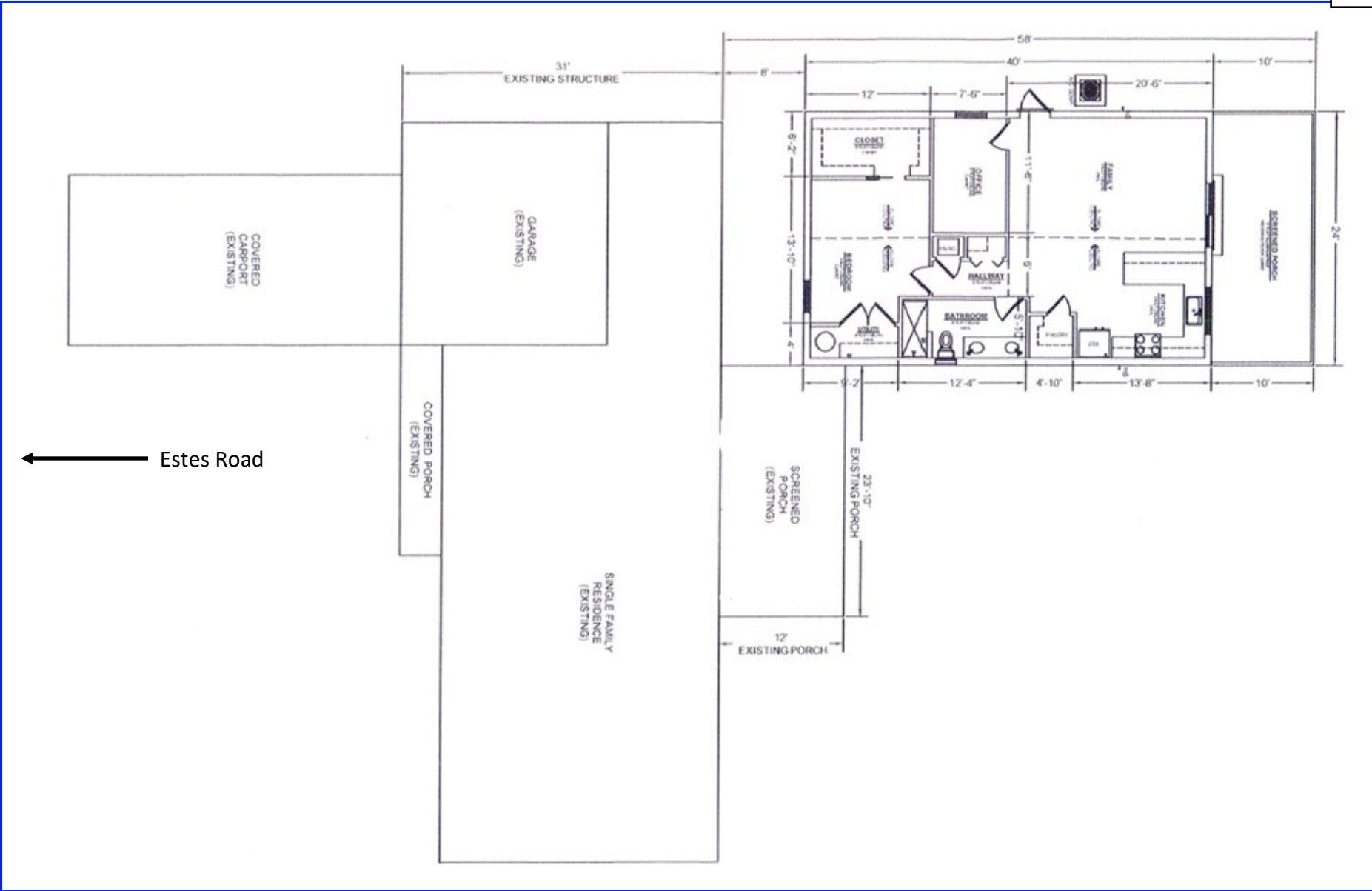
34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit





34534 Estes Road
2023-CU-04 for Accessory Dwelling Unit





34534 Estes Road
 2023-CU-04 for Accessory Dwelling Unit

