AGENDA
City Commission Meeting

6:00 PM – Thursday, May 21, 2026 – City Hall

Invocation: Reverend Kristina Spaude, Unitarian Universalist Congregation of Lake County

Pledge of Allegiance: Vice Mayor Gary Ashcraft

Call to Order

Acknowledge of Quorum and Proper Notice

1. Agenda Update

2. Presentations

- **2.1** City of Eustis Grants Planning Update

3. Audience to be Heard

4. Consent Agenda

- **4.1** Resolution Number 2026-41: Emergency Management Plan Update 2026
- **4.2** Resolution Number 2026-44: Palmetto Plaza Park Playground Improvements Project
- **4.3** Resolution Number 2026-46: Approval to amend the FY 2025/2026 Adopted Budget for the Police Forfeiture Fund (012) to recognize Federal forfeiture receipts received in FY 2025/2026 and to allocate funding for eligible expenditures
- **4.4** Resolution Number 2026-47: EPD School Resource Officer Agreement (2026-2027 School Year)

5. Ordinances, Public Hearings, & Quasi-Judicial Hearings

- **5.1** Resolution Number 2026-45: Preliminary Subdivision Plat for Doris Park Landing (S-26-001) for Parcels with Alternate Key Numbers 1215013, 1215544, 1094828, 1215536, and 1215005
- **5.2** Explanation of Ordinance Numbers 2026-06, 2026-07, and 2026-08 for Parcel with Alternate Key Number 1040141
- **5.3** Second Reading of Ordinance Number 2026-06 for Voluntary Annexation for Parcel with Alternate Key Number 1040141
- **5.4** Second Reading of Ordinance Number 2026-07: Comprehensive Plan Amendment for Parcel with Alternate Key Number 1040141
- **5.5** Second Reading of Ordinance Number 2026-08: Design District Assignment for Parcel with Alternate Key Number 1040141
- **5.6** Explanation of Ordinance Numbers 2026-09, 2026-10, and 2026-11 for Parcel with Alternate Key Number 3959037
- **5.7** Second Reading of Ordinance Number 2026-09 for Voluntary Annexation for Parcel with Alternate Key Number 3959037

5.8 Second Reading of Ordinance Number 2026-10: Comprehensive Plan Amendment for Parcel with Alternate Key Number 3959037

5.9 Second Reading of Ordinance Number 2026-11: Design District Assignment for Parcel with Alternate Key Number 3959037

5.10 Second Reading Ordinance Number 2026-17: Approval of a Development Agreement with W. D. of America, Inc.

5.11 Second Reading of Ordinance Number 2026-18: Approval of a Development Agreement with T & S FL Partners, Inc.

5.12 First Reading of Ordinance Number 2026-26: Amendment to the City of Eustis Municipal Firefighters' Pension and Retirement System

6. Future Agenda Items and Comments

6.1 City Attorney

6.2 City Manager

6.3 City Commission

6.4 Mayor

7. Adjournment

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

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

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: City of Eustis – Grants Planning Update

Introduction:
Veronica Whetro, Grant Writing Coordinator for the City of Eustis, will provide a short overview presentation on the grant program, development and strategies for the future.

Prepared by:
Mari Leisen, Deputy Finance Director

Reviewed by:
Lori Carr, Finance Director
Miranda Burrowes, Deputy City Manager

Attachment(s):
Presentation

City of Eustis Grants Planning

Presented By: Veronica Whetro

Grant Writing Coordinator, Finance

Grant Program/Department

- **Departments:**
  - ***Fire Department***
  - ***Police Department***
  - ***Public Works***
  - ***Parks and Recreation***
  - ***Library***
  - ***Stormwater/Infrastructure***
  - ***Eustis in Bloom***
  - ***Historic Preservation***
  - ***Utility***
  - ***IT***

Grant Development

- **Overview:**
  - ***11 Active Grants***
  - ***$1,509,545 Secured Grants***
    - ***7 Grants Secured***
  - ***$1,245,429.50 Submitted, awaiting award decision***
  - ***$807,000 in Progress/Development***

- **Total Pipeline:**
  - ***$3.5M+***

EMS Grant: Video Laryngoscope For: adults, pediatrics & infants

EPD: Tactical Vests & Drone

Public Works: CDBG-MIT Grant

Pipeline & Growth

- **Strategy:**
  - ***Maintain consistent grant submissions***
  - ***Expand into underutilized departments***
  - ***Continue to align projects with funding opportunities***
  - ***Continue to align grants with CIP***
  - ***Prepare early for funding cycles***
  - ***Grants' policy forthcoming***

Questions?

- *I appreciate your time today, Thank you*

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Resolution Number 2026-41: Emergency Management Plan Update 2026

Introduction:
Resolution Number 2026-41 approves the annual update of the Emergency Management Plan.

Prepared By:
Mike Swanson, Fire Chief
Christine Halloran, City Clerk

Reviewed By:
Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 2026-41

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; REVISING THE CITY OF EUSTIS EMERGENCY MANAGEMENT PLAN AND DIRECTING THE CITY MANAGER TO KEEP SUCH PLAN CURRENT WITH FEDERAL AND STATE LAW AND REGULATIONS AND IN ACCORD WITH THE LAKE COUNTY EMERGENCY MANAGEMENT PLAN.

WHEREAS, the City of Eustis is desirous of being prepared for natural and man-made disasters and accidents; and

WHEREAS, the City of Eustis adopted in July 2007 an emergency management plan for the purpose of protecting the City and its citizens from such disasters and accidents; and

WHEREAS, the City of Eustis adopted an updated and revised emergency management plan in May 2026; and

WHEREAS, the City of Eustis is desirous of continuing to coordinate its planning activities for emergency management with Lake County, the State of Florida, and the Federal Government; and

WHEREAS, the City of Eustis recognizes the need for its existing emergency management plan to be revised in accordance with county, state and federal regulations;

NOW, THEREFORE, BE IT RESOLVED, that the City of Eustis Emergency Management Plan, developed in accordance with Florida Statutes 252 and attached hereto as Exhibit A, is hereby approved and adopted and the City Manager is directed to keep the City's Emergency Management Plan current with Federal and State law and regulations and in accord with Lake County's adopted Emergency Management Plan.

DONE AND RESOLVED this 21th day of May 2026, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by physical presence, this 21st day of May 2026, by Emily A, Lee Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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 Resolution Number 2026-41 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

City of Eustis

Emergency Management & Hurricane Plan 2026

Approved: May 21, 2026 by Resolution Number 2026-41

(Revision 1: May 29, 2018) (Revision 2: September 2019 by Res. No. 19-82)
(Revision 3: June 2020 by Res. No. 20-39)(Revision 4: May 2021 by Res. No. 21-28)
(Revision 5: May 2022 by Res, No. 22—35)
(Revision 6: May 18, 2023 Res, No. 23-48)(Revision 7: May 16, 2024, N0 24-42)
Rev 8: May 5, 2025 NO 25-38

The contents herein are intended to be used as a guideline in the event of a natural or man-made disaster. Depending on the threat and situation, deviation from these guidelines is encouraged to best ensure the safety and protection of lives and property of the Citizens of Eustis. The primary threat to the City of Eustis is that of severe weather such as hurricanes, tornadoes, and/or flooding. This manual was prepared to guide City Employees during these primary threats. However, a disaster event could possibly include other scenarios such as hazardous material incidents, large fires, and acts of terrorism.

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Annex (not for public release) –All Annex Documents found in Attachments Folder on Shared drive. Each department has an attachments folder which is also reviewed with the update of the actual EMP. These documents are dynamic and may change during the year.

Phone List (Mutual Aid / Utilities / Muncipalities / County) – Command folder

Key Facilities (names / locations / account numbers) – Public Works Folder

Staff Recall Rosters – Located in each prespective department folder

Management Roster – Located in Command Folder

Department / Division Equipment Lists – Located in each department folder

I. PURPOSE

The purpose of the City's Emergency Management Plan is to ensure that in the event of a hurricane, severe weather, or other emergency, all situations before, during and after the event are mitigated in a quick and orderly fashion, using the City's available resources and manpower.

The City of Eustis must be prepared to act in a timely manner, as it must not only consider the welfare of the citizens of Eustis, but also the welfare of several thousand civilians who may evacuate from the coast.

SCOPE

Due to the City's limited manpower and resources, it must anticipate that in the event of a hurricane, certain situations are imminent. Tasks must be handled by each department and certain tasks must be handled by a combination of two or more departments.

Therefore, this plan is being established to ensure that the City is prepared to meet the demands placed on it, not only for hurricanes, but for tornadoes, severe weather, hazardous material incidents, large fires, and acts of terrorism.

II. SYNOPSIS OF THE CITY OF EUSTIS PEACE TIME EMERGENCY PLAN

1. The City Manager, as the Chief Executive Officer, has the overall responsibility for disaster control, direction, and coordination.

2. The City Manager will designate an Emergency Management Director from the City Staff to plan and coordinate all disaster control activities. That person is the Fire Chief for the City of Eustis.

3. Upon the Governor of the State of Florida declaring an emergency in the State and/or upon the County of Lake declaring an emergency in Lake County, the Eustis Mayor shall declare a State of Emergency in the City of Eustis. This declaration will authorize the City Manager and the Emergency Management Director to assume command and control of all City Government functions and to perform duties to best protect the lives and property of the Citizens of Eustis. The City Manager and Emergency Management Director will frequently communicate with the Eustis City Commission to provide status reports.

4. The City Manager and Emergency Management Director will exercise command and control as authorized by resolution for not more than seven (7) days following the declaration of the State of Emergency by the Eustis City Commission or when disaster control is no longer required as per FL Statute, Chapter 252. Their primary duties during that time will be to the Command Team in coordination with the City, County, State, Federal and private agencies.

5. Should the County Emergency Management Director activate the Lake County Emergency Operations Center, the Emergency Management Director shall assign a staff member to report to the Lake County Emergency Operations Center and act as a Liaison for the Command Team of the City of Eustis.

6. An Emergency Operations Center will be established by the City Emergency Management Director, and all members of the Command Team will report to that location upon activation by the City Manager. The primary site for the Command Team will be at the Eustis Memorial Library, or the secondary site will be the Eustis Police Department (provided the locations are safe and habitable). Members should bring necessary personal medications, clothing, and other necessities for an extended stay at this location.

7. The Command Team is the overall operational control element for the City. The Command Group will consist of the City Manager, Emergency Management Director, Director of Parks and Rec, Eustis Police Chief, Public Works Director, Water Department Director, Wastewater Department Director, Finance Director, Building Department Director, and any personnel as assigned by the above.

8. The Task Force Teams and designated personnel and equipment from the Police Department, Fire Department, Public Works Department, Water Department, and Wastewater Departments are strategically placed in various safe locations in the City of Eustis to maintain immediate access to City Facilities and to provide an immediate response to protect the lives and property of Eustis Residents. Task Force personnel report directly to the Command Team and may be directed to report to either Fire or the Police.

9. Other City Departments and designated staff personnel will support the Command Group and shall have assigned responsibilities under department guidelines.

10. Should a disaster occur that would overtax the financial well-being or the physical capabilities of the City (excluding all mutual aid agreements), the City Emergency Management Director shall notify the County Emergency Management Director of the situation and request a disaster designation.

III. DEFINITIONS

CM	City Manager
Command Team	Personnel assigned to the Eustis Emergency Operations Center who will direct the activities of the Strike Teams or Task Forces. Members of this team will consist of: • City Manager • Emergency Management Director (Fire Chief) • Eustis Police Chief • Eustis Fire Deputy Chief • Public Works Director • Parks and Recreation Director • Finance Director • Development Services Director • Any personnel as assigned by the above
EEOC	Eustis Emergency Operations Center - a safe and habitable location designated by the City Manager and the Emergency Management Director that will be the command/control/communications center of the City of Eustis during declared emergencies.
EMD	Emergency Management Director – a City Staff Member, designated by the City Manager to use all resources available to protect the lives and property of Eustis residents.
FDEM	Florida Division of Emergency Management – a full-time division that reports directly to the Office of the Florida Governor and is charged with maintaining a comprehensive statewide program of emergency management. The division is responsible for coordinating with efforts of the Federal Government with other departments and agencies of state government, with county and municipal governments and school boards, and with private agencies that have a role in emergency management.
FEMA	Federal Emergency Management Agency.
LCEOC	Lake County Emergency Operations Center – a safe and habitable location designated by Lake County Officials that will be the command/control / communications center of Lake County during declared emergencies.
Level I EOC Activation Status	Full Activation – Operating under standby procedures, preparing for conditions of probable danger. EOC is fully operational. Public informed. All agencies should coordinate with the EOC as required.

Level II EOC Activation Status	Danger probable – Partial Activation, operating under standby conditions. Key EOC personnel were notified to report. EOC activated. Public informed. County notified. Ensure personnel has been briefed and family responsibilities have been addressed. Municipality/County coordination established.
Level III EOC Activation Status	The danger is possible – Monitoring Phase. Operating under normal conditions, however, monitoring the situation. EOC Section Chiefs and emergency response agencies were notified. Emergency procedures reviewed. Organizational plans reviewed and updated.
PAO	Public Affairs Officer – that person designated by the City Manager and Emergency Management Director to ensure that all levels of communications are maintained during emergency conditions and to ensure the public are advised of all conditions
Staging Area	A safe and habitable location where City employees not assigned specific duties at another location will be housed while awaiting further instruction. This area also serves as the central point for food preparation and distribution. The primary Staging Area is the Eustis Community Center, and the alternate Staging Area will be the Eustis Memorial Library.
Task Force Groups	Designated personnel and equipment from the Police Department, Fire Department, Public Works Department, Water Department, and Wastewater Departments who are assigned to a specific task, with common communications and a leader.
Strike Teams	Designated personnel and equipment of the same kind and type of resources, with common communications and a leader.

IV. 2025 Florida Statutes – Title XVII – Chapter 252:

Website address: https://www.flhouse.gov/Statutes/2025/Chapter0252/All/

Chapter 252.32 Policy and Purpose:

252.32 Policy and purpose.—

(1) Because of the existing and continuing possibility of the occurrence of emergencies and disasters resulting from natural, technological, or manmade causes; in order to ensure that preparations of this state will be adequate to deal with, reduce vulnerability to, and recover from such emergencies and disasters; to provide for the common defense and to protect the public peace, health, and safety; and to preserve the lives and property of the people of the state, it is hereby found and declared to be necessary:

(a) To create a state emergency management agency to be known as the "Division of Emergency Management," to authorize the creation of local organizations for emergency management in the political subdivisions of the state, and to authorize cooperation with the Federal Government and the governments of other states.

(b) To confer upon the Governor, the Division of Emergency Management, and the governing body of each political subdivision of the state the emergency powers provided herein.

(c) To provide for the rendering of mutual aid among the political subdivisions of the state, with other states, and with the Federal Government with respect to carrying out all emergency management functions and responsibilities.

(d) To authorize the establishment of such organizations and the development and employment of such measures as are necessary and appropriate to carry out the provisions of ss. **252.31**-**252.90**.

(e) To provide the means to assist in the prevention or mitigation of emergencies which may be caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use.

(2) It is further declared to be the purpose of ss. **252.31**-**252.90** and the policy of the state that all emergency management functions of the state be coordinated to the maximum extent with comparable functions of the Federal Government, including its various departments, agencies of other states and localities, and private agencies of every type, to the end that the most effective preparation and use may be made of the workforce, resources, and facilities of the nation for dealing with any emergency that may occur.

History. – s. 1, ch. 74-285; s. 18, ch. 81-169; s. 14, ch. 83-334; s. 6, ch. 84-241; s. 9, ch. 93-211; s. 127, ch. 95-148; s. 30, ch. 2001-61.

Title XVII MILITARY AFFAIRS AND RELATED MATTERS	Chapter 252 EMERGENCY MANAGEMENT Entire Chapter	PART I GENERAL PROVISIONS (ss. 252.31-252.71)

PART I
GENERAL PROVISIONS

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252.311 Legislative intent.
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252.34 Definitions.
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252.351 Mandatory reporting of certain incidents by political subdivisions.
252.355 Registry of persons with special needs; notice; registration program.
252.356 Emergency and disaster planning provisions to assist persons with disabilities or limitations.
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252.63 Commissioner of Insurance Regulation; powers in a state of emergency.
252.64 Protection of religious institutions.
252.71 Florida Emergency Management Assistance Foundation.

RESOLUTION NUMBER 2026-41

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; REVISING THE CITY OF EUSTIS EMERGENCY MANAGEMENT PLAN AND DIRECTING THE CITY MANAGER TO KEEP SUCH PLAN CURRENT WITH FEDERAL AND STATE LAW AND REGULATIONS AND IN ACCORD WITH THE LAKE COUNTY EMERGENCY MANAGEMENT PLAN.

WHEREAS, the City of Eustis is desirous of being prepared for natural and man-made disasters and accidents; and

WHEREAS, the City of Eustis adopted in July 2007 an emergency management plan for the purpose of protecting the City and its citizens from such disasters and accidents; and

WHEREAS, the City of Eustis adopted an updated and revised emergency management plan in May 2026; and

WHEREAS, the City of Eustis is desirous of continuing to coordinate its planning activities for emergency management with Lake County, the State of Florida, and the Federal Government; and

WHEREAS, the City of Eustis recognizes the need for its existing emergency management plan to be revised in accordance with county, state and federal regulations;

NOW, THEREFORE, BE IT RESOLVED, that the City of Eustis Emergency Management Plan, developed in accordance with Florida Statutes 252 and attached hereto as Exhibit A, is hereby approved and adopted and the City Manager is directed to keep the City's Emergency Management Plan current with Federal and State law and regulations and in accord with Lake County's adopted Emergency Management Plan.

DONE AND RESOLVED this 21th day of May 2026, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by physical presence, this 21st day of May 2026, by Emily A, Lee Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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 Resolution Number 2026-41 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

Eustis State of Emergency Declaration (Sample Document not included) VI

This is automatic as per the approved plan:

Note: The City Clerk should prepare and submit an official Resolution as soon as safely possible.

II – Synopsis of City of Eustis Emergency Plan

3. Upon the Governor of the State of Florida declaring an emergency in the State and/or upon the County of Lake declaring an emergency in Lake County, the Eustis Mayor shall declare a State of Emergency in the City of Eustis. This declaration will authorize the City Manager and the Emergency Management Director to assume command and control of all City Government functions and to perform duties to best protect the lives and property of the Citizens of Eustis. The City Manager and Emergency Management Director will frequently communicate with the Eustis City Commission to provide status reports.

VII. DISASTER PREPAREDNESS

It is important that prior to any anticipated or unforeseen disaster event and prior to the State and/or County's Declaration of a State of Emergency, the City be completely prepared for said event.

City Manager's Responsibilities:

1. Ensure adequate training is conducted between the departments on tasks that may be required during a disaster event. This will ensure continuity in the event of an accident, injury, or loss of life.
2. Ensure that items contained in the "Annex Folder" are current and available to the Command Team upon activation of the EEOC. These items include, but are not limited to, Staff Recall Rosters, Equipment Lists, Key Facilities listings, Shelter Locations, etc.
3. Ensure that Emergency Management or related training conducted by Lake County or other agencies is provided to all staff personnel.

Division Head / Department Directors Responsibilities:

1. It shall be the responsibility of each Division Head/Department Director (Emergency Service Function) to ensure that personnel involved in a declared emergency maintain accurate records regarding the use of equipment and manpower and all purchases made in support of a declared emergency and that this information is provided to the Finance Director in a timely manner to facilitate the City applying for either State and/or Federal Funds.
2. Ensure adequate cross-training is conducted between personnel assigned to them. This will ensure continuity in the event of an accident, injury, or loss of life.
3. Ensure that items contained in Appendix A, under their cognizance, are maintained and current.
4. Ensure that frequent contact is made with local fuel, food, and equipment supply distribution agencies in the Eustis area to guarantee immediate response and distribution prior to, during, and following a disaster event.
5. Ensure that all equipment in their custody is maintained and in working order. Any non-functioning equipment that may be used during a disaster event shall be repaired as soon as possible.
6. Ensure all employees under their supervision are fully aware of their responsibilities in the case of a disaster event. Further, it is important that those employees have plans in place for their families that can be implemented on short notice.

Individual Department / Division Responsibilities:

1. Human Resources Director: Brief all newly hired / re-hired personnel of their responsibilities to the City if their particular services are required prior to, during, and following a disaster event. Personnel receiving this brief will sign a statement of understanding acknowledging receipt. The Human Resources Director shall also maintain a current personnel recall roster for use by the EEOC.

2. Fire Chief: Ensure that a facility is available to act as the EEOC and that Command Team personnel have the means to live comfortably during extended periods of stay. Items required include but are not limited to bathroom/shower facilities, cots, communications gear, etc. Set up and direct or attend all Command and Operational meetings.
3. Police Chief: Ensure that a facility is available to act as the EEOC and that Command Team personnel have the means to live comfortably during extended periods of stay. Assure the security and safety of the facility. Verify and inspect the fallback location for the EEOC. Set up and direct or attend all Command and Operational meetings.
4. Public Works Director: Ensure that all maps of the City of Eustis and the Key Facilities listing be kept current via the Engineering Department. Upon the request of the City Manager, the Public Works Director will provide all maps required to assist the Command Team in the performance of their duties.
5. Finance Director: Will ensure that contingency funds are available in the event they are required for use prior to, during, and following a disaster event. The Finance Director will also ensure all Departments (Emergency Service Functions) are provided with the appropriate training and forms necessary to document the use of equipment and manpower; all purchases made in support of a declared emergency, and to facilitate the City applying for either State and/or Federal Funds
6. Deputy Fire Chief: Maintain a current listing of facilities and their locations, which may house residents with special needs. Maintain contact with local agencies whose facilities may be required to act as staging areas, on short notice, during a disaster event.
7. Parks and Recreation Department Director: Ensure City Facilities designated to house City employees during a declared disaster event are sufficiently manned and stocked with necessary food items and supplies and support ongoing operations during said declared emergency.

VIII. PERSONNEL REPORTING CHECKLIST

Updated April 2026

It is important that prior to any anticipated or unforeseen disaster event, and prior to the State and/or County's Declaration of a State of Emergency, individual City Staff members be ready to report for duty. The following is a checklist of supplies that employees should bring with them when reporting to the EEOC or assigned staging areas. Employees should be ready to report for duty at the announcement of Level III Mobilization. Personnel not immediately required to report for duty should maintain these items in the event they may be called upon to assist in storm/disaster event operations.

- ☐ 3 sets of clothes/work uniform / tee shirts
- ☐ 1 jacket
- ☐ 5 each of undershirts, underwear, pairs of socks
- ☐ 1 extra pair of shoes
- ☐ 3 bath towels
- ☐ Sleeping bag/bedding
- ☐ Personal flashlight and batteries
- ☐ Personal hygiene items for 3 days
    - ☐ Prescription medication
    - ☐ Toothbrush and toothpaste
    - ☐ Deodorant
    - ☐ Soap
    - ☐ Shampoo
    - ☐ Shaving supplies
    - ☐ Mosquito repellent
    - ☐ 3 days' supply of food that does not require refrigeration or cooking
    - ☐ 3 gallons of water
    - ☐ Other personal hygiene articles

IX: FAMILY PREPAREDNESS GUIDE

It is important that prior to any anticipated or unforeseen disaster event and prior to the State and/or County's Declaration of a State of Emergency, each employee's family is ready. In an emergency event situation, there may not be much time for families to prepare, and it could take hours to days to get help after such an event. The following is a minimum set of guidelines to help employee's families prepare for an emergency event:

Disaster Supply Kit

- One gallon of water per person for five days and enough non-perishable food for the household for at least five days
- A non-electric can opener; cooking tools and fuel;
- paper plates & towels; and plastic utensils & cups
- Toiletries and personal hygiene supplies such as toothpaste and brush; deodorant; soap; shampoo; and shaving equipment
- wash cloth and towel; and toilet paper
- Garbage bags, resealable plastic bags, and tarps
- Supplies for infants, including diapers and formula
- Supplies for senior citizens, including special dietary
- considerations and incontinence pads
- At least a two-week supply of prescribed family medicines, as well as a typical first-aid kit with bandages, antibiotic cream, headache medicine, and antacids
- Blankets, pillows, extra clothing
- Battery-powered NOAA weather radio, HDTV and flashlight with extra batteries
- A waterproof container with extra cash and important documents, such as insurance, bank account, and Social Security cards
- A list of important phone numbers, including the family's local pharmacy, doctors, and designated contacts the family can call in case of an emergency
- Camera to record damage to property
- Rain gear and hard sole shoes
- Cleaning supplies and equipment
- Pet supplies, including food, water and medicines

Communication Plan

In case family members are separated from one another during a disaster (a real possibility during the day when adults are at work and children at school), develop a plan for reuniting after the disaster.

Ask an out-of-state relative or friend to serve as the "family contact." After a disaster, it is often easier to call long distance. Make sure everyone in the family knows the name, address, and phone number of the contact person.

Preserve Documents

Make a complete inventory of your home, garage, and surrounding property. The inventory can be either written or videotaped. Include information such as serial numbers, makes and model numbers, physical descriptions, and price of purchases (receipts, if possible).

Vital documents such as birth and marriage certificates, tax records, credit card numbers, financial records, and wills and trusts can be lost during a disaster. Make two photocopies of these documents and keep the originals in a safe deposit box, keep one copy in a safe place in the house, and give the second copy to an out-of-state friend or relative.

CHAPTER 1 – Command Team

1. **Level III Mobilization:** The Command Team will be mobilized to Level III under the authorization of the City Manager or his designee in the event that a possibility of danger to life / property of the City of Eustis residents exist. This level will reflect that of Lake County's mobilization level. The Command Team or a partial team can also be mobilized as soon as severe weather has been forecast or immediately after severe weather has occurred within the city under the authorization of the Police Department, Fire Department, or the Public Works Department. The EOC may or may not be manned at this time depending upon the urgency and threat conditions.

   Command Team personnel are those City employees assigned to the Emergency Operations Center who will direct the activities of the city resources and Task Force Groups as needed. When directed by the City Manager, the Fire Chief shall fill the role of Emergency Management Director. The rest of the members of Command Team should consist of:

   - City Manager/Assistant City Manager
   - Emergency Management Director
   - Eustis Police Chief
   - Eustis Fire Deputy Chief
   - Finance Director
   - Public Works Director
   - Human Resources Director
   - Development Services Director
   - Parks and Recreation Director
   - Any Personnel as assigned

   Duties of the Command Team include but are not limited to:

   a. Setup and lead a command staff meeting to discuss develop and update objectives.
      i. This meeting should identify the current level of mobilization and predicted intensity of the storm.
      ii. The meeting should conclude with a discussion, which addresses the next Command and General Staff Meeting.
      iii. The Command Team Check List should be utilized to identify and track the progress of the plan.
         1. The Check List is "Attachment 1A – Command Team Checklist" located within the Hurricane Plan folder.

   b. Advise the City Commission of Level III Mobilization and maintain constant communication to provide status of the city.

   c. Contact Lake County Emergency Management (or the LCEOC if manned) to establish an open line of communication and to notify them of the Eustis Emergency Operations Center location, phone numbers (land line / cell phone / radio frequencies) and status of city facilities.

d. Record all actions taken by the Command Team until the threat of danger has passed, or until further directed by the City Manager or his designee.

e. Advise all Division Directors / Department Heads to provide a complete list of available employees. Division Directors shall supply the following information:
    i. Employee name, location, and assignment
    ii. Contact information
    iii. Note: no individual is to be assigned to an isolated geographical location by themselves. All personnel shall be paired up for safety.

f. Advise the Human Resources Department to provide an updated listing of city employees' addresses and phone numbers for recall purposes to the EEOC (or the Public Relations Officer if the EEOC is not manned).

g. Advise Human Resources Department of all overtime needs and have Human Resources call in personnel for assignments outside normal operations.
    i. Departments do not need to go through Human Resources for the filling of regular overtime duties.
        1. An example would be public works bring in equipment operators for equipment they normally operate.

h. Advise all Division Directors / Department Heads to prepare assignments for staffing in the event the Command Team revises the city's activation status to Level II or Level I.

i. Advise the Parks & Recreation to prepare the primary Staging Area (Eustis Community Center) and the alternate Staging Area (Eustis Memorial Library) for food preparation and distribution. Ensure facilities are adequately prepared to hold a large amount of city personnel.

j. Advise all Division Directors / Department Heads to fuel all city vehicles and equipment to maximum capacity and to procure enough fuel, food, and supplies to last the duration and following a disaster event. Record expenditures for all procured items.

k. Advise all Division Directors / Department Heads to obtain camera equipment and to ensure sufficient memory (or film) is available to provide photo documentation of damage following a storm / disaster event.

l. Advise all Division Directors / Department Heads to review their equipment status and to provide a list of equipment available and their location to the EEOC (or the Public Relations Officer if the EEOC is not manned).

m. Direct the Public Works Department to position generator units at the EEOC and the Finance Annex. Ensure generator units at the primary and alternate Staging Areas are fueled to maximum capacity and tested. Fuel and test all temporary and installed generators at all other city facilities.

n. Provide to local utility companies a complete listing of Eustis key facilities to ensure quick location and identification during a disaster event.

o. Advise all Division Directors / Department Heads to secure loose equipment under their authority. Ensure the Senior Director of Development Services and the Building Department advise all contractors working on development within the city to secure all loose equipment at their work sites.

p. Establish a storm tracking map and post various city reference maps at the EEOC (or the Public Relations Officer if the EEOC is not manned). The Drafting Department will be responsible for this action.

q. Recommend to Lake County Emergency Management (or LCEOC if manned) a primary and alternate building facility (public or private) to serve as a food and supply distribution point for the Red Cross in the event of a storm / disaster event. These facilities must be inspected for safety and structural integrity.

r. Contact local utility companies, which provide service in and around the Eustis areas and maintain an open line of communication. Provide all local utility companies the listing of key facilities as found in Annex A.

s. Contact all local businesses in and around the Eustis area who may be able to provide contractual assistance (electrical, pump and motor repair, heavy equipment contractors, or rentals) and maintain an open line of communication.

t. Ensure coordination of the Public Works Department and the Fire Department in making sandbags available to city facilities, special needs facilities, and Eustis residents (in that order) if supplies permit.

u. Notify Eustis residents of the city's status via the city website, news releases, social networking websites, and / or by any means reasonably available.

v. Have "Point of Distribution" (POD) areas prepared and identified.

2. **Level II Mobilization:** The Command Team will be mobilized to Level II under the authorization of the City Manager or his designee in the event that a danger to life / property of the City of Eustis residents is **probable**. This level will reflect that of Lake County's mobilization level. The EEOC will be partially manned at this time by personnel assigned by the City Manager or his designee. Duties of the Command Team include but are not limited to:

   a. Facilitate general staff meetings as needed.

   b. Continue to track progress via the "Command Team Checklist"

   c. Advise the City Commission of Level II Mobilization and maintain constant communication to provide status of the city.

   d. Maintain contact with Lake County Emergency Management (or the LCEOC if manned) and notify them of any changes to locations, phone numbers or any other pertinent information that is required in the case of a disaster event. This information includes resident special needs locations, equipment status, and fuel status.

e. Obtain from Lake County Emergency Management (or the LCEOC if manned) the locations, phone numbers, and status of designated shelters.

f. Advise all Division Directors / Department Heads to direct city employees to secure their computer workstations and equipment by disconnecting the power supply, moving them away from windows, and covering them tightly with weatherproof material. In addition, the IT Department will ensure immediate "back-up" of all electronic media, both locally, and remote, to ensure minimal loss of data.

g. Police and Fire Departments should coordinate and determine the potential to deploy two Task Force response teams to address incidents of significance within the City of Eustis after the storm has passed.

h. Commander is to ensure all special needs location in the city are inspected and visited by Fire Inspectors to verify their preparation and readiness.

i. Inspect all city facilities and development work-sites to verify loose equipment has been properly secured.

j. Notify Eustis residents of the city's status via the city website, news releases, social networking websites, and / or by any means reasonably available. Provide a listing of shelters and emergency numbers as soon as they are available.

3. **Level I Mobilization:** The Command Team will be mobilized to Level I under the authorization of the City Manager or his designee in the event that a danger to life / property of the City of Eustis residents is **inevitable**. This level will reflect that of Lake County's mobilization level and **will follow the City of Eustis' declaration of a state of emergency.** The EEOC will be fully manned at this time by the Command Team and other city employees as assigned.

   Duties of the Command Team include but are not limited to:

   a. Facilitate general staff meetings as needed.

   b. Continue to track progress via the "Command Team Checklist"

   c. Advise the City Commission of Level I Mobilization and maintain constant communication to provide status of the city.

   d. Maintain contact with the LCEOC and notify them of any changes to locations, phone numbers or any other pertinent information that is required in the case of a disaster event. This information includes resident special needs locations, equipment status, and fuel status.

   e. Be prepared to form Strike Teams/Task Force Groups for response to incidents within the city or to support a request outside city limits.

   f. Distribute supplies to the EEOC, Fire Department, Public Works, Police Department and any other location where personnel and assets may be kept.

These supplies may, but are not limited to include fuel, food, foul weather gear, etc.

g. Direct personnel to frequently check their communications gear and equipment to ensure readiness. Command may perform radio checks and informational broadcasts at set times.

h. Notify Eustis residents of the city's status via the city website, news releases, social networking websites and / or by any means reasonably available. Maintain and post an accurate listing of shelters and their capacity status.

4. **Storm / Disaster Event Operations:** In the event a severe storm / disaster event is in the Lake County / Eustis area, it is the responsibility of the Command Team to monitor all situations and direct personnel to respond to emergency situations

Duties of the Command Team include but are not limited to:

a. Directing resources to respond to emergency scenes, thus freeing 911 dispatchers for dispatching.

b. Continually monitor storm conditions and notify personnel of potentially dangerous approaching weather conditions.

c. Dispatch response groups to assist each other during emergency operations as weather permits.

d. Record accurate damage list as they are reported.

e. Continue frequent communication and provide status reports to the LCEOC and the Eustis City Commission.

f. The following emergency procedure will be followed once sustained winds have reached 50 mph. (Exception to procedure are actions requiring lifesaving operations)

1) All personnel will leave vehicles and report to their assigned shelters, or other secure pre-identified shelter (whichever is closer).

2) No emergency responses will be made by any city employees.

3) 911 dispatchers will report this to all emergency responses received by them. They will notify callers to take appropriate action.

4) All emergency calls will be documented and action taken upon sustained winds subsiding as the emergency requires.

5) LCEOC will be notified that operations have ceased.

g. Once the storm winds have subsided to operating conditions, LCEOC will be notified and Strike Team operations will resume.

h. Additional survey and assessment teams will be assigned to survey all areas of the city and record damaged areas for search and rescue, damage, and clean-up.

i. Notify Eustis residents of the city's status via the city website, news releases, social networking websites, and / or by any means reasonably available. Maintain and post an accurate listing of shelters and their capacity status. Direct Eustis residents to the nearest shelter if required.

5. **Post-Storm / Disaster Event Operations:** Many variables will determine the actions of the Command Team following the storm / disaster event. If heavy damage has occurred to buildings in the city, the State of Emergency may be extended by the Commission and the EEOC may be manned for an indefinite amount of time. Regardless, within 48 hours following the storm / disaster event, the Command Team will meet to critique the storm and also provide information as requested to the LCEOC, FEMA, or any other government agency requiring it.

   a. Complete report of damage to buildings and / or equipment with replacement cost estimate.

   b. Under the direction of the City Manager, the Emergency Management Director will instruct Police Department personnel to commandeer local food and distribution facilities if required. This action would only be taken under extreme circumstances in the event of catastrophic damage to the city.

   c. Provide the Eustis City Commission a tour of damaged areas.

   d. Advise all Divisions / Departments to take photographs of damage and to provide photos to the EEOC and the Finance Department so that proper documentation can be provided to FEMA if required.

   e. Notify Eustis residents of the city's status via the city website, news releases, social networking websites, and / or by any means reasonably available. Maintain and post an accurate listing of shelters and their capacity status. Direct Eustis residents to the food and water distribution points if activated.

   f. Assist the Red Cross in distribution of food and water.

   g. Assist Eustis residents with clean-up operations.

   h. Report problems or concerns that occurred prior to, during, or after the storm / disaster event.

   i. Complete report of overtime and expenditures.

   j. Determine any further action by the Command Team and Task Force Groups if required.

   k. Provide recommendations for change to Emergency Management procedures.

6. **Completion of State of Emergency / Deactivation of EEOC:** The City Manager or his designee will notify the Eustis City Commission, in writing, his intention to stand down from the declared State of Emergency and EEOC deactivation. All authority to govern will be returned to the Commission upon the date / time of this letter.

Chapter 1 Attachment Index:

- **A.** Command Staff Checklist
- **B.** Eustis Fire Department Critical Infrastructure Occupancy Record (To be updated annually)
- **C.** Points of Distribution (POD) locations (North and South Locations)

CHAPTER 2 – Police Department

When activated, the Eustis Memorial Library or the Eustis Police Department will be utilized as the Eustis Emergency Operations Center (EEOC) for disasters in the City of Eustis as assigned by the City Manager and the Emergency Management Director.

1. **Level III Mobilization:** Duties of the Police Department include but are not limited to:

    - Prepare and provide a complete listing of Police Department personnel assigned to a Task Force (contact information) and their potential assigned location. The number of personnel assigned will correlate to the severity of the storm/disaster event. Ensure that personnel are notified of their assigned duties and the schedule.

    - Provide a complete listing of Police Department employee addresses and phone numbers for recall purposes to the EEOC if manned.

    - Advise all off-duty personnel to secure their residences, provide for their families, and prepare for duty if required.

    - The complete schedule for personnel during a storm/disaster event.

    - "Top up" all Police Department vehicles and equipment, and procure enough fuel, food, and supplies to last the duration following a disaster event. Coordinate with the Purchasing Department and the Facilities and Recreation Department on these procurements. Record expenditures for all procured items.

    - Test all Police Department equipment, including vehicles, radios, and any other equipment that may be required in the event of a storm/disaster event.

    - Review equipment status and provide a list of equipment available and their location to the EEOC (or the Emergency Management Director if the EEOC is not manned).

    - Coordinate with the Lake County Sheriff's Office and the Police Departments of other Lake County municipalities to ensure mutual cooperation and understanding of assigned duties.

    - Review the contents of the Emergency Management Plan and ensure all Police Department personnel fully understand their duties during a storm/disaster event.

    - Coordinate with other City Divisions / Departments and provide assistance if required.

    - Identify if Lake County Emergency Operations plans on opening a shelter within city limits.

2. **Level II Mobilization:** Duties of the Police Department include but are not limited to:

- Place all Police Department personnel in a “no-leave” status.
- Monitor evacuation routes and shelters if open and assign personnel if necessary. Provide information to the EEOC.
- As the EEOC may be activated at this level, provide assistance to EEOC personnel as may be required. Ensure supplies are provided to EEOC personnel.
- Secure any non-essential computer equipment by disconnecting the power supply, moving them away from windows, and covering them tightly with waterproof material.
- Frequently check communications gear and equipment to ensure readiness.
- Inspect all City facilities and development worksites to verify loose equipment has been properly secured.
- Assign Code Enforcement to Fire Department for reporting and tracking. They will work with Fire Prevention and report to Fire Department. (Deputy Fire Chief is in charge; Fire Chief is the Emergency Manager)
- Identify if Lake County Emergency Operations plans on opening a shelter within city limits.
    - If Lake County EOC is opening a shelter in city limits, clarify the need to staff the shelter with police officers.

3. **Level I Mobilization:** Duties of the Police Department include but are not limited to:

- Direct Eustis Police Department personnel assigned to a Task Force to proceed to their assigned locations
- Distribute supplies to the Task Force personnel. These supplies include fuel, food, foul weather gear, and any equipment required in the performance of their duties.
- Maintain frequent contact with the EEOC and notify them of any situation that may require the action of EEOC personnel.
- Frequently check communications gear and equipment to ensure readiness.
- Direct traffic on Evacuation Routes (if applicable).
    - Heavy rain may flood the downtown area of Eustis, and all traffic from the west and north should be directed around the bypass.
    - Heavy rain may also flood the northbound lane on Highway 441 at the SR 19 North exit and will cause possible traffic problems.

- Any disaster affecting downtown Eustis will send traffic around on the bypass.

- Exceptions would be medical emergencies going to Advent Health Waterman or its personnel.

o Provide security to evacuated areas (if applicable).

- Identifying and controlling persons entering lawfully.

- Keeping out those persons when entry may be life-threatening (i.e., damaged buildings, residences, mobile home parks, and areas that may not have been checked for live downed power lines).

o Provide security assistance for designated shelters (if applicable).

4. **Storm / Disaster Event Operations:** Duties of the Police Department include but are not limited to:

o Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

o Respond to emergency calls and those that require the protection of life/property as weather permits.

o **The following emergency procedures will be followed once sustained winds have reached 50 mph.** (Exception to procedures are actions requiring lifesaving operations)

- Each Task Force member will leave vehicles and report to their assigned shelters, or a shelter assigned to another Task Force (whatever is closer)

- No emergency responses will be made.

- 911 dispatchers will report this to all emergency responses received by them. They will notify callers to take appropriate action.

- All emergency calls will be documented, and action will be taken upon sustained winds subsiding as the emergency requires.

- EEOC will be notified that operations have ceased.

Once the storm winds have subsided to operating conditions, EEOC will be notified, and Task Force operations will resume.

5. **Post-Storm / Disaster Event Operations:** Serious medical emergencies will be the first priority after the storm/disaster event. Officers will ensure immediate assistance to those persons. The Administrative Officer on duty in the EEOC will make those calls. The

second priority will be violent in-progress calls. Finally, calls that need police service will be handled on a case-by-case basis.

Duties of the Police Department include but are not limited to:

- Those duties listed in 3.e.-g. above (if applicable).
- Assess disaster needs and determine whether search and rescue assistance is required. Notify the EEOC of this requirement.
- If directed by the Emergency Management Director, Police Department personnel will commandeer local food and distribution facilities. This action would only be taken under extreme circumstances in the event of catastrophic damage to the City.
- Provide security to damaged/evacuated areas to prevent looting and injury.
- A Task Force will assist the Public Works Department with the necessary clearing of main roadways. All other personnel will respond to calls to handle emergencies and report damage to the EEOC.
- Upon the direction of the EEOC, provide patrol units to provide the Eustis City Commissioners a tour of damaged areas.
- Assist authorized organizations in the distribution of food and water.
- Assist building personnel in reporting damage to buildings and / or equipment.
- Assist Eustis residents with clean-up operations.
- A complete report of overtime and expenditures.
- Report problems or concerns that occurred prior to, during, or after the storm/disaster event.

Chapter 2 Attachment Index:

A. Police Command Staff Checklist
   - Department Staffing Availability Form
   - ICS-214 Unit Log

CHAPTER 3 – Fire Department

The Eustis Fire Department will be designated as the alternate EEOC in the event the primary EEOC becomes uninhabitable or the facilities no longer function to properly serve EEOC personnel.

1. **Level III Mobilization:** Duties of the Fire Department include but are not limited to:

    a. Identify and secure locations at strategic locations around the City where Firefighting Strike Teams (either solely or shared with the Strike Teams of other Divisions/Departments) can be placed. Report secured locations to the EEOC (or the City Manager if the EEOC is not manned).

    b. Prepare and provide a complete listing of Fire Department personnel assigned to Strike Teams (w/contact information) and their potential assigned location. The number of personnel assigned will correlate to the severity of the storm / disaster event. Ensure those personnel are notified of their assigned duties and the schedule.

    c. Provide a complete listing of Fire Department employee addresses and phone numbers for recall purposes to the EEOC (or the City Manager if the EEOC is not manned).

    d. Advise all off-duty personnel to secure their residences, provide for their families, and prepare for duty if required.

    e. Complete schedule for personnel during a storm / disaster event.

    f. “Top up” all Fire Department vehicles and equipment and to procure enough fuel, food, and supplies to last the duration and following a disaster event. Coordinate with the Purchasing Department and the Facilities and Recreation Department on these procurements. Record expenditures for all procured items.

    g. Test all firefighting equipment to include vehicles, radios, and any other equipment that may be required in the event of a storm / disaster event.

    h. Review equipment status and provide a list of equipment available and their location to the EEOC (or the City Manager if the EEOC is not manned).

    i. Coordinate with the Lake County Fire Department and the Fire Departments of other Lake County municipalities to ensure mutual cooperation and understanding of assigned duties.

    j. Provide a complete list of special needs locations and status to the EEOC. Visit each special needs location and ensure sustainability in the event of a storm / disaster event. Provide guidance in obtaining supplies such as oxygen, food, water, medicine if required. Test generators at each location and notify the EEOC of each location’s status.

k. Review the contents of the Emergency Management Plan and ensure all Fire Department personnel fully understand their duties during a storm / disaster event.

l. Coordinate with the Public Works Department in making sandbags available to City Facilities, Special Needs Facilities, and Eustis residents (in that order) if supplies permit. Sandbag distribution will be from the Eustis Fire Department.

m. Coordinate with other City Divisions / Departments and provide assistance if required.

2. **Level II Mobilization:** Duties of the Fire Department include but are not limited to:

a. Place all Eustis Fire Department personnel in a "no-leave" status.

b. Monitor special needs locations and assist in readiness procedures if necessary.

c. As the EEOC may be activated at this level, ensure the Fire Department building is prepared to act as the alternate EEOC.

d. Coordinate with the Public Works Department to fill to maximum capacity all City vehicles designated to hold fresh water (i.e., tankers, water buffalos, water bladders). Assist in the delivery of said vehicles and equipment to strategic locations as assigned by the EEOC.

e. Secure any non-essential computer equipment by disconnecting power supply, moving them away from windows, and covering them tightly with waterproof material.

f. Frequently check communications gear and equipment to ensure readiness.

g. Inspect building under the cognizance of the Fire Department for loose equipment. Secure equipment as necessary.

3. **Level I Mobilization:** Duties of the Fire Department include but are not limited to:

a. Direct Eustis Fire Department personnel assigned to Strike Teams to proceed to their assigned locations

b. Distribute supplies to Strike Team personnel. These supplies include fuel, food, foul weather gear, and any equipment required in the performance of their duties.

c. Maintain frequent contact with the EEOC and notify them of any situation that may require the action of EEOC personnel.

d. Frequently check communications gear and equipment to ensure readiness.

e. Assist the Public Works Department and Eustis Police Department in keeping the evacuation routes clear (if applicable).

4. **Storm / Disaster Event Operations:** Duties of the Fire Department include but are not limited to:

    a. Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

    b. Respond to emergency calls and those that require the protection of life / property as weather permits.

    c. The following emergency procedures will be followed once sustained winds have reached 50 mph. (Exception to procedures are actions requiring lifesaving operations)

        1) All Strike Teams will leave vehicles and report to their assigned shelters, or a shelter assigned to another Strike Team (whatever is closer)

        2) No emergency responses will be made.

        3) 911 dispatchers will report this to all emergency responses received by them. Callers will be notified to take appropriate action.

        4) All emergency calls will be documented and action taken upon sustained winds subsiding as the emergency requires.

        5) The EEOC will be notified that operations have ceased.

    d. Once the storm winds have subsided to operating conditions, the EEOC will be notified and Strike Team operations will resume.

5. **Post-Storm / Disaster Event Operations:** Serious medical emergencies and fire response calls will be first priority after storm / disaster event. Firefighting personnel will ensure immediate assistance to those persons. The Administrative Officer on duty in the EEOC will make those calls.

    Duties of the Fire Department include but are not limited to:

    a. Perform area recon and record and document damage.
        i. See Attachment 3B: Structural Damage Guidelines
        ii. Record Information on Form 3C: Structural Damage Report Form

    b. Assess disaster needs and determine if search and rescue assistance is required. Notify the EEOC of this requirement.

    c. Task Force Groups will respond to emergency response calls in order of severity as deemed by LEMS Dispatch.

    d. Personally visit each special needs location and assess status. Provide assistance if required.

e. Assist authorized organizations in distribution of food and water.

f. Assist Eustis residents with clean-up operations.

g. Complete report of overtime and expenditures.

h. Inventory all firefighting equipment.

i. Report problems or concerns that occurred prior to, during, or after the storm / disaster event.

Chapter 3 Attachments Index:

A. Fire Department Checklist
B. Structural Damage Guidelines
C. Structural Damage Report Form

- Department Staffing Availability Form
- ICS-214 Unit Log

CHAPTER 4 – Public Works Department

1. **Level III Mobilization:** Duties of the Eustis Public Works Department include but are not limited to:

    a. Identify and secure locations at strategic locations around the city where Public Works personnel will be assigned (either solely or shared with the Strike Teams of other Divisions/Departments). Report secured locations to the EEOC (or the City Manager if the EEOC is not manned).

    b. Prepare and provide a complete listing of Public Works personnel assigned to Strike Teams (w/contact information) and their potential assigned location. The number of personnel assigned will correlate to the severity of the storm / disaster event. Ensure those personnel are notified of their assigned duties and the schedule.

    c. Provide an updated listing of Public Works personnel addresses and phone numbers for recall purposes to the Human Resources Department.

    d. Advise all off-duty personnel to secure their residences, provide for their families, and prepare for duty if required.

    e. Complete schedule for personnel during a storm / disaster event.

    f. "Top up" all Public Works vehicles and equipment and to procure enough fuel, food, and supplies to last the duration and following a disaster event. Coordinate with the Purchasing Department and the Facilities and Recreation Department on these procurements. Record expenditures for all procured items.

    g. Test all equipment to include vehicles, radios, and any other equipment that may be required in the event of a storm / disaster event.

    h. Review equipment status and provide a list of equipment available and their location to the EEOC (or the City Manager if the EEOC is not manned).

    i. As heavy rainfall may precede a storm event, monitor all detention/retention ponds in the city and begin lowering levels of said ponds through the use of pumps. Report pond levels to the EEOC if the threat of overflow is possible.

    j. Inspect all trees in the City rights-of-way and remove any limbs identified as being a danger to life / property.

    k. Identify and secure a safe location to be designated as the "burn" area for storm debris. Coordinate with the Public Works Director in the notification of said area to the Florida Department of Environmental Protection. Verify permit has been obtain for possible activation of the "burn" area.

    l. Review the contents of the Emergency Management Plan and ensure all Public Works personnel fully understand their duties during a storm / disaster event.

m. Coordinate with the Fire Department in making sandbags available to City Facilities, Special Needs Facilities, and Eustis residents (in that order) if supplies permit. Sandbag distribution will be from the Eustis Fire Department.

n. Obtain and prepare building materials necessary to board windows and doors at City Hall, Public Works facilities, and any City building under the cognizance of the Public Works Department.

o. Coordinate with other City Divisions / Departments and provide assistance if required.

p. Place all Public Works Department personnel in a "no-leave" status.

2. **Level II Mobilization:** Duties of the Public Works Department include but are not limited to:

a. Continue to monitor the water levels in all City detention / retention ponds. Begin or continue required action to lower the levels of said ponds if necessary.

b. Board windows and doors at City Hall, Finance Annex, Library and Community Center. Supply boarding materials for Fire Stations 22 & 23.

d. Secure any non-essential computer equipment by disconnecting power supply, moving them away from windows, and covering them tightly with waterproof material.

e. Frequently check communications gear and equipment to ensure readiness.

f. Inspect buildings under the cognizance of the Public Works Department for loose non-essential equipment. Secure equipment as necessary.

3. **Level I Mobilization:** Duties of the Public Works Department include but are not limited to:

a. Direct Public Works personnel assigned to Strike Teams to proceed to their assigned locations

b. Distribute supplies to Strike Team personnel. These supplies include fuel, food, foul weather gear, and any equipment required in the performance of their duties.

c. Maintain frequent contact with the EEOC and notify them of any situation that may require the action of EEOC personnel.

d. Frequently check communications gear and equipment to ensure readiness.

e. Assist the Eustis Fire Department and Eustis Police Department in keeping the evacuation routes clear (if applicable).

4. **Storm / Disaster Event Operations:** Duties of the Public Works Department include but are not limited to:

a. Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

b. Respond to emergency calls and those that require the protection of life / property as weather permits. Assist the Eustis Police Department and the Eustis Fire Department in ensuring road access for emergency vehicles is provided.

c. <u>The following emergency procedures will be followed once sustained winds have reached 50 mph.</u> (Exception to procedures are actions requiring lifesaving operations)

1) All Strike Teams will leave vehicles and report to their assigned shelters, or a shelter assigned to another Strike Team (whatever is closer)

2) EEOC will be notified that operations have ceased.

d. Once the storm winds have subsided to operating conditions, EEOC will be notified and Strike Team operations will resume.

5. **<u>Post-Storm / Disaster Event Operations:</u>** The clearing of evacuation routes and major arterial roads in and through the City will be first priority after a storm / disaster event. The second priority is the clearing of residential streets. The exception to these priorities is the clearing of any road or street that is a direct route for emergency vehicles in response to an emergency call.

Duties of the Public Works Department include but are not limited to:

a. Assess disaster needs and determine if search and rescue assistance is required. Notify the EEOC of this requirement.

b. Strike teams will assist the Eustis Police Department and Eustis Fire Department if search and rescue operations are in effect. All other personnel will respond to calls to handle emergencies and report damage to the EEOC.

c. Personally visit each detention / retention pond to review status of the water levels in said ponds. Take action as necessary to prevent overflow and flooding of residential areas.

d. Assist authorized organizations in distribution of food and water.

e. Assist building personnel in reporting damage to buildings and / or equipment.

f. Assist Eustis Residents with clean-up operations.

g. Complete report of overtime and expenditures.

h. Inventory of all Public Works equipment.

i. Report problems or concerns that occurred prior to, during, or after the storm / disaster event.

Chapter 4 Attachment Index:

A. PW Checklist
B. PW Equipment List

- Department Staffing Availability Form
- ICS-214 Unit Log

CHAPTER 5 – Water Department

The following information is a basic outline of the duties and responsibilities of Water Department personnel. Technical guidance providing more detail should be followed using the Eustis Water System Response Plan (PPM Project no. 205901-VA) dated September 2004 (revised 4/19/2007).

1. **Level III Mobilization:** At least 96 hours prior to the storm's probability to arrive in the Central Florida area the Eustis Water Department duties will include but are not limited to:

    a. Place all Water Department personnel in a "no-leave" status.

    b. Identify and secure locations where Water Department personnel will be assigned (either solely or shared with the Strike Teams of other Divisions/Departments). Report secured locations to the Eustis Emergency Operations Center (EEOC) or the City Manager if the EEOC is not manned.

    c. Prepare and provide a complete listing of Water Department personnel who will be on duty (w/contact information) and their potential assigned location. The number of personnel assigned will correlate to the severity of the storm / disaster event. Ensure those personnel are notified of their assigned duties and the schedule.

    d. Provide an updated listing of Water Department employee addresses and phone numbers for recall purposes to the EEOC (or the City Manager if the EEOC is not manned).

    e. Advise all Water Department personnel to secure their residences, provide for their families, and prepare for duty if required.

    f. "Top off" all Water Department vehicles, equipment, gas cans, and generators. Procure enough fuel, food, and supplies to last the duration and following a disaster event. Coordinate with the Purchasing Department and the Facilities and Recreation Department on these procurements. Record expenditures for all procured items.

    g. Test all auxiliary power supply units to ensure good working order and filled to maximum capacity. This shall include all portable generators, auxiliary power units at the water treatment plants

    h. Ensure adequate chemical inventory. The delivery of chemicals may take two or three days after the order is placed, so chemicals should be ordered prior to the Level III notification. Sodium Hypochlorite tanks should be filled to a minimum one-half the tank capacity.

    i. Ensure a minimum of 2.5 gallons supply of granular chlorine (HTH) is available.

j. In coordination with the Purchasing Department, ensure that contractual assistance (electrical, pump and motor repair, heavy equipment contractors or rentals) are on a stand-by basis.

k. Review equipment status and provide a list of equipment available and their location, including secondary placement, to the EEOC (or the City Manager if the EEOC is not manned).

l. Review the contents of the Emergency Management Plan and the Eustis Water System Response Plan and ensure all Water Department personnel fully understand their duties during a storm / disaster event.

m. Ensure that all facility dumpsters have been emptied.

n. Inspect buildings under the cognizance of the Water Department for loose equipment. Secure chemical drums and barrels. Move all loose equipment and inventory within buildings where possible.

o. Ensure that camera equipment with sufficient memory (or film) is available to provide photo documentation of damage following a storm/disaster event.

p. Advise all contractors working on projects to secure all loose equipment at work sites.

2. **Level II Mobilization:** At least 72 hours prior to the storm's probability to arrive in the Central Florida area the Eustis Water Department duties will include but are not limited to:

a. Review the checklist of items in the emergency locker located in the north storage area of the main building. Replace any missing or inoperable items on the list.

b. Obtain and prepare building materials necessary to board windows and doors at Water Department facilities, and any City building under the cognizance of the Water Department.

c. Coordinate with other City Divisions/Departments and provide assistance if required.

d. Inspect and clean roof drains of all Water Department facilities.

e. Secure any non-essential computer equipment by disconnecting power supply, moving them away from windows, and covering them tightly with waterproof material.

Level II Mobilization: At least 48 hours prior to the storm's probability to arrive in the Central Florida area the Eustis Water Department duties will include but are not limited to:

a. Make a decision about when to send personnel assigned to work the storm home.

b. Update the 12 hour personnel on-site list and send it to the EEOC.

c. Board windows and doors at Water Department facilities and any City Building under the cognizance of the Water Department.

d. Frequently check communications gear and equipment to ensure readiness.

e. Inspect job sites for loose material and safety issues. Protect the job site from washout.

f. All heavy equipment shall be serviced.

g. All small equipment (chain saws, mud pumps, packers, etc.) shall be serviced.

Level II Mobilization: At least 24 hours prior to the storm's probability to arrive in the Central Florida area the Eustis Water Department duties will include but are not limited to:

a. Water Department personnel should be on stand-by. Note: Depending on the severity of the storm / disaster event, personnel may be assigned to one or more of the water treatment plants to monitor its operation. At least four Water Department personnel will be assigned to be on duty during the storm.

b. Distribute supplies to the on duty Water Department personnel. These supplies include fuel, food, foul weather gear, and any equipment required in the performance of their duties.

c. Ensure Chlorine feed levels are increased to 2.0 PPM at each water plant.

d. Ensure all fluoride systems are shut down at the water plants.

e. Ensure all elevated storage tanks are kept filled to maximum capacity.

f. Maintain frequent contact with the EEOC and notify them of any situation that may require the action of EEOC personnel.

g. Assist the Eustis Fire Department and Eustis Police Department in keeping the evacuation routes clear (if applicable).

3. **Level I Mobilization:** At least 8 hours prior to the storm's probability to arrive in the Central Florida area the Eustis Water Department duties will include but are not limited to:

a. No less than 8 hours before the storm all supplies shall be assigned to personnel and staging locations.

b. Equipment should be at its assigned location at this point.

c. The Hwy. 44 water plant and the Ardice water plant are available for use by the fire, police, public works and water department staff for safe shelter and staging of equipment by other departments.

d. All man hours, equipment hours, expenditures, and actions of readiness and cleanup operation shall be logged.

4. **Storm / Disaster Event Operations:** Duties of the Water Department include but are not limited to:

a. Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

b. Respond to emergency calls (water, sewer, storm, etc.) and those that require the protection of life/property as weather permits.

c. Record accurate damage lists as they are reported.

d. **Based on the direction of the EEOC (or the City Manager if the EEOC is not manned): Personnel should report to their assigned location.**

i. All personnel will leave vehicles and report to their assigned shelters. Personnel will not leave their assigned shelters.

ii. No emergency responses will be made by any city employees.

iii. All emergency calls will be documented and action taken upon sustained winds subsiding as the emergency requires.

iv. EEOC will be notified that operations have ceased.

5. **Post-Storm / Disaster Event Operations:** Duties of the Water Department include but are not limited to:

a. Based on the direction of the EEOC (or the City Manager if the EEOC is not manned): Personnel may begin movement from assigned location.

b. Report system status to FDEP (Florida Department of Environmental Protection).

c. Assess all damage to city water utilities as soon as possible. Perform on-site inspections and repairs to water plant facilities to ensure that the threat of contamination could not occur, check vents, hatches, screens, etc. Complete report of damage to buildings and/or equipment.

d. If the water pressure in the distribution system drops below 20 psi, loss of chlorine residuals in the distribution system or any other threat of contamination in any part of the system, notify the EEOC so that proper notification can be made to the LCEOC, the news media, and posted on the website.

    i. In the event that the City's water distribution system can no longer deliver water to its customers due to broken water mains, service line, or loss of water pressure in the system, drinking water distribution locations will be at the City's Water Treatment plants, located at the following locations:

        1. 400 Ardice Avenue (Ardice Water Plant)
        2. 700 Haselton Street (Haselton Water Plant)
        3. 3351 Hwy 44 (bypass) (Hwy 44 Water Plant)
        4. 3501 Grand Island Shore Road (Grand Island Water Plant)
        5. Any other location as designated by the EEOC

        It is unlikely that all pumping facilities would be out of service at the same time, due to the stand-by pumping capabilities of all the water plants. In the event that all pumping capabilities are lost, water would be supplied by tanker truck for drinking water via the City's water buffalos or, worst case scenario, the Florida National Guard.

    ii. Restoration of water and sewer service.

    iii. Immediately collect bacteriological samples at valid sampling sites (per sampling plan).

e. Perform temporary repairs to damaged Water Department equipment and property.

f. Assist the Public Works Department and / or Eustis residents with clean-up operations as directed by the EEOC. Join with public works to make a clean-up crew while leaving a crew in water, wastewater & public works for normal assignments.

g. Complete report of overtime and expenditures.

h. Inventory of all Water Department equipment.

i. Report problems or concerns that occurred prior to, during, or after the storm / disaster event.

j. Monitor employees' physical and mental state.

Chapter 5 Attachment Index:

A. Water Department Checklist
B. Water Department Key Facilities

Revision 5/18/2018, Reviewed June 2020. Reviewed April 2021. Reviewed April 2022, Reviewed April 2023, Reviewed March 2024, Reviewed May 2025, May 2026

- Department Staffing Availability Form
- ICS-214 Unit Log

CHAPTER 6 – Wastewater Department

The following information is a basic outline of the duties and responsibilities of Wastewater Department personnel. Technical guidance providing more detail should be followed using the Department Emergency Action Plan. Due to the specific nature of wastewater, it is paramount that the appropriate level of attention be provided to spills, overflows, sewage backups and process controls in order to protect the general health and welfare of the citizens of Eustis.

1. **Level III Mobilization:** Duties of the Wastewater Department include but are not limited to:

    a. Identify and secure locations where Department personnel will be assigned (either solely or shared with the Strike Teams of other Divisions/Departments). Report secured locations to the EEOC (or the City Manager if the EEOC is not manned).

    b. Prepare and provide a complete listing of Department personnel who will be on duty (w/contact information) and their potential assigned location. The number of personnel assigned will correlate to the severity of the storm event or disaster. Ensure those personnel are notified of their assigned duties and the schedule.

    c. Provide an updated listing of Wastewater Department personnel addresses and phone numbers for recall purposes to the Human Resources Department.

    d. Advise all Wastewater Department personnel to secure their residences, provide for their families, and prepare for duty if required.

    e. Complete schedule for personnel during a storm / disaster event.

    f. “Top off” all Wastewater Department vehicles and equipment as per the updated departmental “Vehicle and Mobile Equipment List”.

    g. Procure enough fuel, food, and supplies to last the duration and following a disaster event. Coordinate with the Purchasing Department and the Facilities and Recreation Department on these procurements. Record expenditures of all procured items.

    h. Test all auxiliary power supply units to ensure they are in good working order and filled to maximum capacity. This shall include:

        (1) all portable generators
        (2) auxiliary power units at Lift Stations, and
        (3) main generators at both the Wastewater Treatment Plants

    i. Ensure adequate chemical inventory. The delivery of chemicals may take two or three days after the order is placed, so chemicals should be ordered prior to the Level III notification. Sodium Hypochlorate tanks shall be filled to maximum tank capacity.

j. Ensure a maximum supply of liquid or granular chlorine (HTH), sodium peroxide and belt press polymer is available for decontamination and belt press operations.

k. In coordination with the Purchasing Department, ensure that contractual assistance (electrical, pump and motor repair, heavy equipment contractors or rentals) are on a stand-by basis.

l. Review equipment status, segregate like emergency equipments to appropriate staging areas 1) Main WWTP, 2) Eastern WWTP. Provide a list of equipment available and their location to the EEOC (or the City Manager if the EEOC is not manned).

m. Review the contents of the Emergency Management Plan and the Wastewater Emergency Action Plan, and ensure all Wastewater Department personnel fully understand their duties during a storm / disaster event.

n. Obtain or ensure building materials necessary to board windows, doors and protect vital equipments are on-hand at Wastewater Department facilities, structures and buildings.

o. Coordinate with other City Divisions / Departments and provide assistance if required.

p. Commence lowering reclaimed water holding pond levels by extended irrigation at Sprayfield. Promote reclaimed water irrigation use at golf courses, ball fields, parks and cemetery.

2. **Level II Mobilization:** Duties of the Wastewater Department include but are not limited to:

a. Place all Wastewater Department personnel in a “no-leave” status.

b. Initiate all hands briefing and training updates: to include at a minimum: 1) purchasing authority & receipt clarity 2) Safety procedures 3) Personal Protective Equipment (PPE) and 4) Event monitoring and recording.

c. Commence recording in Special Events Log: record personnel activities, equipment usage and any notable occurrence or events such as Lift Station loss of power, periodic status of down systems and vehicle use and millage.

d. Secure any non-essential computer equipment by disconnecting power supply, moving them away from windows, and covering them tightly with waterproof material.

e. Frequently check communications gear and equipment to ensure readiness.

f. Inspect buildings and structures at both Wastewater Treatment Plants (WWTP) sites for loose equipment. Secure equipment such as chemical drums, barrels

and hoses. Move all loose equipment and inventory within buildings where possible.

g. Barricade with sand bags as necessary to protect chemical feed lines & plumbing to associated chemical storage tanks (Sodium Hypochlorite, Hydrogen Peroxide and Nitrozine/Bioxide).

h. At the Main WWTP, surround Sodium Hypochlorite storage tanks with 55-gallon drums of water to protect tank bases from flying debris. Isolate tank feed lines from each other by use of tank shut off valve. Only one of three tanks should be online. Note: If tanks are equalized, a single hole in any tank will cause all tanks to drain.

3. **Level I Mobilization:** Duties of the Wastewater Department include but are not limited to:

a. Direct Wastewater Department personnel to proceed to their assigned locations. Note: depending on the severity of the storm / disaster event, personnel may be assigned to jobs outside their area of expertise or work area. Including assignments with other division/departments such as Public Works Department or Public Safety Division.

b. Ensure the Departmental Command Center located at the Main WWTP office is continuously manned before, during and after the storm event or disaster.

c. Distribute supplies to the on duty Wastewater Department personnel. These supplies include fuel, food, foul weather gear, and any equipment required in the performance of their duties.

d. Ensure Chlorine feed levels are closely monitored to ensure automatic controls are functioning properly.

e. Shut down all residential reclaim irrigation water equipments.

f. Ensure all elevated storage tanks are kept filled to maximum capacity.

g. Maintain frequent contact with the EEOC and notify them of any situation that may require the action of EEOC personnel.

h. Frequently check communications gear and equipment to ensure readiness.

4. **Storm / Disaster Event Operations:** Duties of the Wastewater Department include but are not limited to:

a. Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

b. Respond to emergency calls and those that require the protection of life / property as weather permits.

c. Ensure power is maintained at all department facilities and lift stations. In the event of power loss, use backup generators.

d. **The following emergency procedures will be followed once sustained winds have reached 50 mph.** (Exception to procedures are actions requiring lifesaving operations)

   1) Report to assigned shelters, or a shelter assigned to another Strike Team (whatever is closer)

   2) Notify the EEOC that operations have ceased.

e. Once the storm winds have subsided to operating conditions, notify the EEOC and resume operations.

5. **Post-Storm / Disaster Event Operations:** Duties of the Wastewater Department include but are not limited to:

   a. Report system status to FDEP (Florida Department of Environmental Protection).

   b. Restoration of lost services at lift stations; repair equipment and maintain electrical power.

   c. Initiate process changes at both Wastewater Treatment Facilities, necessary to maintain or restore quality effluent.

   d. Increase collection of bacteriological samples, as necessary, to ensure process quality.

   e. Cease rejecting excess flows upon confirmation of effluent quality and holding pond availability.

   f. Assist building personnel in reporting damage to buildings and / or equipment.

   g. Perform temporary repairs to damaged departmental equipment and property.

   h. Assist the Public Works Department and / or Eustis residents with clean-up operations as directed by the EEOC.

   i. Complete report of overtime and expenditures.

   j. Inventory of all department equipment.

   k. Report problems or concerns that occurred prior to, during, or after the storm / disaster event to EEOC and the FDEP as needed.

Chapter 6 Attachment Index:

A. Wastewater Checklist
B. Wastewater Key Facilities

- Department Staffing Availability Form
- ICS-214 Unit Log

CHAPTER 7
Development Services-Economic Development-Events

This chapter addresses responsibilities of the Development Services Department (Building and Planning Divisions) the Economic Development Department, and Events. Staff positions include the following:

Development Services	Economic Development	Events
Development Services Director *Deputy Development Services Director* *Senior Planner* *Permit Clerk (X 2)* *Senior Staff Assistant*	*Economic Development Director* *Public Relations Coordinator*	*Events Director* *Events Coordinator* *Events Assistant*

1. **Level III Mobilization:** Duties of DS, ED, and Events include but are not limited to:

   a. Begin documenting event on DS/ED/Events Staff Checklist (Attachment 7A)

   b. Prepare and provide a complete listing of Development Services, Economic Development and Events personnel who will be on duty (w/contact information) and their potential assigned location. The positions listed below as essential personnel will be a minimum. Other positions may be deemed essential; the number of personnel assigned will correlate (1) the status of positions (filled or vacant) and (2) to the severity of the storm / disaster event. Personnel shall be notified of their assigned duties and the schedule at this level.

      Essential Personnel
      Development Services Director
      Deputy Development Services Director
      Senior Planner
      Public Relations Coordinator (Assigned to Command Team. See Chapter 1)
      Economic Development Director

   c. Provide an updated listing of Development Services, Economic Development, and Events personnel addresses and phone numbers for recall purposes to the Human Resources Department and the Emergency Manager.

   d. Conduct initial meeting with staff. Advise all personnel to secure their residences, provide for their families, and prepare for duty if required. Preparation for duty includes packing food, water, medication and clothing needed for a minimum time-period of 72-hours. (See Personnel Reporting Checklist). Non-essential personnel should also prepare supplies in the event they may be called upon to assist.

   e. Review the contents of the Emergency Management Plan and ensure all personnel fully understand their duties during a storm / disaster event.

f. Work with Public Relations Coordinator to prepare a press release for community outreach regarding hurricane preparation, including direction to remove or secure loose items outside to reduce windblown debris, notification of any DS associated meeting cancelations and permit/inspection requirements for reconnection of electricity.

g. Fuel department vehicles to maximum capacity and equip with flashlights and batteries, rain gear, and City maps.

h. Request City zone maps (six zone) from the Engineering Department. Number will be determined by severity of event. One map for the staging area and one map for each post-storm damage assessment team.

i. Provide equipment list to Command.

2. **Level II Mobilization:** Duties of DS, ED, and Events include but are not limited to:

a. Place DS, ED and Events personnel in a "no-leave" status.

b. DS - Assign damage assessment teams of two persons (driver/scribe) and zones for post-storm windshield survey.

c. DS - To the best of the Department's ability, visit active construction sites and notify owners/contractors to secure loose construction equipment and materials.

d. Fuel department vehicles to maximum capacity.

e. Ensure radios, cameras and other battery-operated equipment are fully charged and operational.

f. DS - Prepare temporary permits for members assigned to duty following a storm / disaster event. This is discretionary based on the severity of the storm / disaster event.

g. Secure any non-essential computer equipment by disconnecting power supply, moving them away from windows, and covering them tightly with waterproof material.

3. **Level I Mobilization:** Duties of DS, ED, and Events include but are not limited to:

a. Direct Department personnel to proceed to their assigned location (City Hall in department offices, unless otherwise directed by Emergency Manager); or home if deemed non-essential.

b. Maintain frequent contact with the EEOC and notify them of any situation that may require the action of EEOC personnel.

4. **Storm / Disaster Event Operations:** Duties of DS, ED, and Events include but are not limited to:

a. Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

b. Remain at their assigned locations until notified by the EEOC.

c. In the event of power loss, relocate to City Manager's Office, Commission Chambers and/or first floor north side of building.

5. **Post-Storm / Disaster Event Operations:** DS are responsible for providing habitability assessments for damaged residences, providing structural damage assessment, and assisting assist in the collection and recording of damage assessment information. Duties of DS, ED, and Events include but are not limited to:

   Note: DS performs these duties as needed. ED and Events may assist with maintaining two people together for safety.

   a. Immediately communicate with the EEOC and await further direction (i.e. expiration of curfew).

   b. Receive preliminary damage assessment report (prepared by first responders) from the Emergency Management Director; ensure the report flags those structures that need to be evaluated immediately for habitability so DS personnel can conduct walk through damage assessment and post structures unsafe if warranted.

   c. Inspect suspected unsafe structures first.

   d. Perform windshield survey damage assessment with photo documentation and quick dollar estimate. Record damage to buildings, outbuildings, signs, fences, etc. (See attachment 7B). Make special note of damage to/destruction of non-conforming structures including fences, offsite signs, sheds, etc.

   e. Assess extent of damage and confer with City Manager regarding possible permit fee waivers.

   f. Complete report of overtime and expenditures.

   g. Report problems or concerns that occurred prior to, during, or after the storm / disaster event.

Chapter 7 Attachment Index:

A. DS/ED/Events Staff Checklist
B. Initial Damage Assessment

- Department Staffing Availability Form
- ICS-214 Unit Log

CHAPTER 8: Left Blank Intentionally

NOTE:

This chapter was originally "Economic Development". During the 2018 revision of the plan it was determined that Development Services/Building Department and Economic Development could be merged and addressed within Chapter 7.

At the time of revision, this chapter was left blank.

Chief Swanson
May 21, 2018
April 5, 2021
April 28, 2022
April 4, 2023
April 30, 2024
May, 2025
April 14, 2026

CHAPTER 9: FINANCE DEPARTMENT

Purpose
In the event of the issuance of a Declaration of Disaster, all expenditures associated with emergency response and recovery operations may be reimbursable. For the City to receive the proper reimbursement, it is important that accurate records be kept of all expenditures incurred as a result of the event on an ongoing basis. These include not only purchases of supplies and equipment but also payroll and expenditures associated with the operation of City vehicles and equipment. Records must be complete and accurate and must be submitted in a timely fashion. Copies of the appropriate forms are included in the **FORMS** section of this document. They should be copied and used to maintain pertinent records throughout the duration of an emergency.

I. PURCHASES

The City of Eustis Purchasing Policy will be adhered to by all employees and department heads during activation of the Emergency Plan. Only purchases directly related to the emergency operations should be made during this time. Should purchases exceeding the established limits authorized to department heads be required, consult with the Purchasing Director to determine the appropriate manner to proceed.

II. PAYROLL EXPENDITURES

In addition to normal reporting procedures for payroll, the **Force Account Labor Summary Record** shall be maintained, recording the regular and overtime hours worked by each employee during the activation of the plan. In maintaining this form, only the following entries should be completed:

Name/ Position:	Assign one line for each employee
Location of Work:	Physical location and address where the work is taking place. This must be specific with the address being utilized for each activity. When the work site changes, a new address must be entered. Pictures need to be taken both before and after work is performed.
Description of Work:	Describe the nature of the work, even if normal work is assigned to the employee(s). Each site must have a description of the work performed even if it is the same as the previous site.
Date/Hours Worked:	Record regular and overtime hours worked for each employee for each day, beginning with the day the event was first activated and continuing until deactivation.
Hourly rate:	Provide both regular and overtime
Benefit Cost:	Leave blank as Finance will complete the calculation.

EMERGENCY OPERATIONS
REPORTING AND RECORD KEEPING

III. EQUIPMENT OPERATION EXPENDITURES

Equipment operation expenditures will be recorded on the **Force Account Equipment Summary Record**. A separate form shall be maintained by each department operating qualified equipment. This would include all City vehicles and heavy equipment. In maintaining this form, only the following entries should be completed:

Location of Work: Physical location and address where work is taking place. Be specific with the address being entered for each location. When a location changes a new address must be entered. Pictures need to be taken both before and after work is performed.

Description of Work: Describe the nature of the work, even if normal work is assigned to the employee(s). Each site must have a description of work performed even if it is the same as the previous site.

Type of Equipment: Indicate the type of vehicle, size, capacity, horsepower, make, and model of the equipment you are using.

Equip. No. Ref.: Enter the City vehicle number assigned to the vehicle/equipment being used. Record the Date/Hours Used total hours the vehicle/ equipment was used by each employee for each day, beginning with the day the event was activated up through the day the event was deactivated and the vehicle/equipment returned to normal work. Continue to record hours that each vehicle/equipment is used for recovery related activities.

IV. MATERIALS AND SUPPLIES USED

In-stock materials and supplies used will be recorded on the **Materials Summary Record** form. This form should be used only for materials and supplies which are in stock prior to activation of the plan. In maintaining this form, only the following entries should be completed:

Location of Work: Enter the same information as noted above

Description of Work: Enter the same information as noted above

Description: Describe the materials or supplies used. This should include size, type of material, model number, brand name, and any other information to help identify the item.

Quantity: Number of each item used in response to the emergency**.**

DEFINITIONS / TERMS / POLICIES ENACTED WITH EOC ACTIVATION

PERSONNEL POLICY DURING TIME OF EMERGENCIES:
Employees who are considered non-essential, who are released from duty as a result of an emergency, will be paid their regular salary.

Employees required to remain on duty during an emergency will be compensated as follows:

- During normal working hours, those employees on duty will be paid regular salary, plus will receive compensatory time (time for time) for the same hours worked during the regular workday.

- For hours worked past the regular workday, employees will receive, as they normally would, either compensatory time at time and a half, or overtime at time and a half, whichever is appropriate as determined by management. During a declared emergency, the city may elect to pay overtime to salaried personnel in lieu of compensatory time.

EMERGENCY SUPPLIES (Fuel, food, ice, cots, blankets, etc.,)
Upon activation of the Emergency Mobilization Plan (EMP), all emergency supplies will be secured by City Manager, the Emergency Manager, or an Emergency Manager Representative. Upon activation of the EMP, these items will not be available for general employee use. Ice machines are to be secured and plugged into emergency power if available to allow a sufficient supply of ice for the EOC. All other emergency supplies are to be secured at location(s) as directed by EOC for use by critical city personnel.

When deemed necessary and appropriate for emergency operations, emergency food supplies will be secured at the EOC, and meals will be provided to on-duty personnel in order to allow them to focus their efforts on emergency response and recovery operations.

EMERGENCY MANAGER: FIRE CHIEF
Responsible for coordination and relay of all critical information between the County EOC & City Manager, attends all meetings, maintains year-round communication with EOC, and coordinates activities.

CITY LIAISON OFFICER: POLICE CHIEF
Responsible for being present and representing the City at the County EOC, authorized to make decisions and speak on behalf of the City.

PUBLIC INFORMATION OFFICER: PUBLIC RELATIONS COORDINATOR
Responsible for maintaining communication with media and supplying periodic updates to the local media. The City appointed scrivener will document communication, status updates, and progress during critical periods. The City Manager will be responsible for proofing and distributing all public information regarding status of City and operations to the media for public notification.

DEFINITIONS / TERMS / POLICIES ENACTED WITH EOC ACTIVATION

CRITICAL / ESSENTIAL PERSONNEL
At the time of EOC activation, the Emergency Manager will determine if any or all employees listed as "critical/essential" will need to remain on-duty or be designated as "essential personnel."

ESSENTIAL / CRITICAL PERSONNEL
At the time of EOC activation the Department Director/Supervisor with approval by the Emergency Manager, will determine if any or all personnel in this category will need to remain on duty as "critical personnel." Unless otherwise notified, Essential/Critical Personnel will observe the procedure for Essential Personnel (below).

ESSENTIAL PERSONNEL
Personnel who are not critical for the maintenance and support of emergency operations during the actual onset of an emergency, but who will be essential to the recovery and restoration of essential services. Employees deemed as essential to the recovery operations will not usually be required to remain on duty during the emergency but must be prepared to return to work immediately following the emergency to assist in the recovery effort. **Essential personnel will be expected to return to duty immediately after the danger of the emergency has passed and SHOULD NOT wait to be called in**. Essential personnel unable to report to work are expected to contact their supervisor. If after repeated tries and contact cannot be made with the supervisor, the employee should call Human Resources at **(352) 483-5472 to** report circumstances.

FAILURE TO REPORT TO WORK POLICY
Employees designated as essential who are required to return to work following an emergency are expected to return to work as soon as possible. The following criteria should be used as a guideline:

- If the emergency is over prior to 2:00 p.m., employees should return to work as soon as possible.
- If the emergency is over after 2:00 p.m. or later, employees should report for duty the following morning at their regular report to work time, unless otherwise advised.

Employees who are considered essential, and who are unable to report to work as noted above, are expected to contact their supervisor. If after repeated tries contact cannot be made with the supervisor, the employee should call Human Resources (352) 483-5472 to report circumstances.

If an employee does not report for duty as required and does not make contact with the City, disciplinary action will be pursued.

STANDBY PERSONNEL
Personnel who are not critical to the maintenance of emergency operation during the actual onset of an emergency, nor essential to the recovery and restoration of essential services. Standby employees will not be required to return to work until essential services have been restored and the City resumes normal operations. In some instances, Standby personnel may be called in to assist in recovery. Standby personnel will be required to call their supervisor immediately after the emergency has passed to report in. **Employees are responsible for obtaining this information and should not wait to be called.**

FINANCE DEPARTMENT
CITY OF EUSTIS EMERGENCY MANAGEMENT PLAN

1. **Level III Mobilization**
   Duties of the Finance Department include but are not limited to:

   a. Provide a complete listing of Finance Department personnel to the EEOC (or the Emergency Manager if the EEOC is not manned), who will be on duty (w/contact information) and their potential assigned location. The number of personnel assigned will correlate to the severity of the storm / disaster event. Ensure those personnel are notified of their assigned duties and the schedule.

   b. Advise all Finance Department personnel to secure their residences, provide for their families, and prepare for duty if required.

   c. Review the contents of the Emergency Management Plan and ensure all Finance Department personnel fully understand their duties during a storm / disaster event.

   d. Prepare assignment locations and schedule for all other Finance Department personnel. Specifically:

      1) The IT Director, or designee, will be assigned to the Finance Annex and will monitor the switchboard and City Servers. The IT Director will also be on call to remote locations to ensure that all lines of communication are kept open in the event of a storm / disaster event. The IT Director or his designee may be reassigned to the EEOC if required.

      2) The Payroll Manager will be assigned to City Hall. In the case of power failure, the contingency plan will be assignment to the Finance Annex.

      3) Meter Reader personnel and their equipment will be reassigned to the Water Department with possible further reassignment to the Public Works Department.

      4) If required, members of the Finance Department will be assigned to various duties that may be required by the EEOC.

   e. Ensure current FEMA Forms are printed and distributed to the EEOC and Directors.

   f. Coordinate with other City Divisions / Departments and provide assistance if needed. Close out and balance all cash registers.

2. **Level II Mobilization**
   Duties of the Finance Department include but are not limited to:

   a. Place Finance Department essential personnel on a “no-leave” status.

   b. IT Director to conduct a back-up of City servers. Finance Department personnel to secure any non-essential computer equipment by disconnecting power supply, moving it away from windows, and covering it tightly with waterproof material.

c. Customer Service Manager to prepare all cash receipts for deposit and make deposit to bank prior to emergency closings.

d. Evaluate the need for additional change in case of operations resuming under generator power.

e. If possible, process accounts payable and/or payroll early

f. Securely store files away from possible wind and water damage.

g. Clear all desks of paperwork and any personal items that employees would not want misplaced in case of EOC activation.

h. Activate message on phone to be used for employees to report contact number and status after emergency has passed.

i. Coordinate with other City Divisions / Departments and provide assistance if required.

3. **Level I Mobilization:**
Duties of the Finance Department include but are not limited to:

a. Direct Finance Department personnel to proceed to their assigned locations.

b. Ensure that upon the closing of City Hall, voicemail is established informing callers of xx

c. Maintain frequent contact with the EEOC. Record reports of damage and notify the EEOC.

d. Coordinate response efforts with all departments.

e. Assist other Divisions / Departments in their preparations, as may be required.

4. **Storm / Disaster Event Operations**
Duties of the Finance Department include but are not limited to:

a. Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

b. Ensure that Finance Department personnel remain at their assigned locations, until further directed by the EEOC.

5. **Post-Storm / Disaster Event Operations**
Duties of the Finance Department include but are not limited to:

a. Immediately communicate with the EEOC and receive further assignments as may be required.

b. Provide forms to and assist Divisions / Departments in the completion of all FEMA required paperwork. This includes but is not limited to accumulation of payroll data, equipment schedules, materiel purchases, etc.

c. Collect photos and document damaged City facilities. (Damage to property insured through PRM will be accounted for separate from FEMA cost. The City's primary insurance will cover the property damage. Therefore, appropriate insurance forms will be distributed to the various departments, if required.)

d. Assist Building Department personnel in reporting damage to buildings and / or equipment.

e. Complete report of overtime and expenditures.

f. Report problems or concerns that occurred prior to, during, or after the storm / disaster event.

DEPARTMENTAL EMERGENCY OPERATION PLAN
DEPARTMENT: FINANCE / IT

IV. Phase III Operations

A. Once the immediate threat has passed, and the Emergency Manager has determined it is safe to be outside, the following will be done, in the order listed:

1. Evaluate the condition of computer equipment and records.
2. Reconnect computer equipment and restore files/records to place as much as possible.
3. Contact persons for repair of computer, reloading of software or other repairs as necessary.
4. Assist other departments as needed to restore order.
5. Support emergency operations.

B. Personnel Available

Name	Position	Cell Phone	Non-essential but available
CARR, LORI	FINANCE DIRECTOR	(386) 337-4455	Essential
JONES, JANICE	SR STAFF ASSISTANT	(352) 978-6315	Available
LEISEN, MARI	DEPUTY FINANCE DIRECTOR	(386) 717-9966	Available
LUBBERS, ANDREW	ACCOUNTING SPECILIAST II	(352) 346-8241	Available
MCKENZIE, JOY	BUDGET MANAGER	(407) 962-7423	Available
SMITH, KIMBERLY	ACCOUNTING SPECIALIST III	(352) 455-2907	Available
STORMONT, CAROLYN	PAYROLL MANAGER	(954) 235-5540	Not available - children
WHETRO, VERONICA	GRANT WRITING COODINATOR	(352) 460-7410	Not available - children
WOOD, KATHLEEN	SENIOR ACCOUNTANT	(352) 617-4254	Available
ALFORD, CHRIS	IT SUPPORT SPECIALIST	(512) 234-1322	Available
HALE, BRYCE	IT DIRECTOR	(352) 601-6278	Essential
MCKEEVER, WAYNE	NETWORK ADMINISTRATOR	(407) 929-4486	Available
MORGAN, RICK	IT SUPPORT SPECIALIST	(352) 459-2591	Available
ARCHER, SHAWN	PURCHASING AGENT	(330) 243-4640	Available
JEANES, TRACY	PURCHASING DIRECTOR	(352) 223-8926	Essential
RAIFORD, MARK	SENIOR PURCHASING AGENT	(352) 750-3511	Available

V. IT - Contact List

Software - Edmunds 1-888-336-6999
Verteks 1-352-401-0909

Name	Position	Phone	Employee Designation
Bryce Hale	IT Director	352-601-6278	Essential
Wayne McGeever	IT System Administrator	407-929-2286	Essential
Rick Morgan	IT Support	352-459-2591	
Chris Alford	IT Support	512-234-1322	

Equipment Available:

1 Verizon Radio – Radio #77

Department Generator Needs:

Location / Use	*Address*	*Size*	*Fuel Required Type/gallons*	*Have / Need*
Department has no current need for generator other than those already supporting Finance Annex				
Finance Annex requires a generator for IT support services and communication				

DEPARTMENTAL EMERGENCY OPERATION PLAN
DEPARTMENT: WATER CUSTOMER SERVICE

I. PERSONNEL AVAILABLE

Name	Position	Phone	Non-essential but available
JENKINS, NICHOLE	MANAGER	289-822-2855	Available
DONALDSON, STEPHANIE	SUPERVISOR (OFFICE)	352-800-2064	Available
HISER, ZORAIDA	CSR II	352-818-9581	Available
IRIZZARRY, MYRNA	CSR III	407-715-2407	Depending on childcare
MARTIN, THERESA	CSR I	352-636-3985	Available
TURNER, MICHELLE	CSR III	352-602-3113	Available
BUCHANAN, RICKY	SUPERVISOR (FIELD)	352-267-7960	Available
BECKFORD, JEROME	SERVICE TECH	321-317-2391	Available
MEYER, KEN	METER READER	352-250-3704	Available
RIVERS, JOE	METER READER	407-218-9315	Available

II. Hazard Assessment

The potential for damage in the Water Customer Service Department is from flood or wind damage to records and computer equipment. Loss of financial records and/or computer equipment and files could result in delayed resumption of operations for the cashier's office and other finance areas.

II. Phase III Operation

Tasks to be performed after a "Phase I Notice" has been issued are:

a. Close out and balance all cash registers.
b. Prepare all cash receipts for deposit and make deposit to bank prior to emergency closings.
c. Evaluate the need for additional change in case of operations resuming under generator power.
d. Secure all cash (change only) in vault.
e. Disconnect computer equipment and store in vault or other protected area.
f. Store all critical records in vault.
g. Move all files and records to vault or other area protected from flooding and wind damage.
h. Provide contact numbers to employees and, if possible, obtain contact numbers for those employees evacuating.

*Maintain Internet/Email & Network server in case of EOC activation to enable contact with County EOC

III. Phase II Operations

There are no employees within the Water Customer Service department that are classified as "critical".

All Department employees listed as "essential personnel" will be at home, or at a location of their choice in the immediate area and must be prepared to return to work immediately following the emergency to assist in the recovery effort.

All Department employees listed as **"standby" will call (850) 983-5427** after the emergency has passed to report in. The employee should leave name, valid contact number and availability status.

DEPARTMENTAL EMERGENCY OPERATION PLAN
DEPARTMENT: METER DEPARTMENT

I. HAZARD ASSESSMENT

a. Since the Meter Department works with the Water Department, the primary function would be to assist the Water department in restoring services as soon as possible.

b. Impacts to service would be delayed route readings, which in turn would delay the billing.

c. Facilities to secure: Four (4) equipped meter trucks and Finance Annex.

II. PHASE III OPERATIONS

Tasks to be performed after a "Hurricane Warning" has been issued are:

a Stock extra batteries for flashlights
b. Secure office
c. Fuel vehicles and secure at the office.
d. Assign Damage Assessment Teams and designate assessment grids
e. Make sure adequate FEMA Damage Assessment Survey forms are available to all teams

III. PHASE II OPERATIONS

All Meter department personnel are listed as “essential” and will be at home, or at a location of their choice in the immediate area and must be prepared to return to work immediately following the emergency to assist in the recovery effort.

IV. POST STORM

a. Customer Service Manager will report to the Public Works Supervisor for any immediate concerns/problems that need to be handled.
b. Meter department personnel will coordinate with the Public Works Supervisor and the Planning & Development Department personnel to form Damage Assessment Teams to survey the City.
c. Meter readers will do “drive through” damage assessment surveys of assigned areas, paying special attention to hazardous situations and damage to city facilities.
d. Once damage assessment is completed, assistance will be given to the Public Works departments as needed.

DEPARTMENTAL EMERGENCY OPERATION PLAN
DEPARTMENT: METER DEPARTMENT

1. Vehicles/Heavy Equipment Available

2024 Ford Mavrick (XK9402)
2024 Ford Mavrick (XK8876)
2024 Ford Mavrick (XK8878)
2015 Nissan Frontier (XD4035)
2015 Nissan Frontier (XD4036)

2. Equipment Available

Each meter truck is equipped with the following:

One crescent wrench	One flashlight	Turn-Off Key
One shovel	Screw Drivers	Pry Bar
Hand pump	Hammer	Punch Tool

No heavy equipment available.

Department Generator Needs:

Location / Use	***Address***	***Size***	***Fuel Required Type/gallons***	***Have / Need***
The Finance Annex requires a generator for IT support services and back up for payroll.				

Chapter 9 Attachment Index:

A. 9A Department Staffing Availability
B. 9B Eustis Response Claim Form
- Department Staffing Availability Form
- ICS-214 Unit Log

CHAPTER 10 – Parks and Recreation Department

The Parks and Recreation Department is primarily responsible for providing sustenance, sustenance distribution, and logistical support to City employees and for ensuring all facilities under their cognizance are secured for a storm / disaster event. The Director of Parks and Recreation will be in charge of the Primary Staging Area and all City employees assigned to that location. During Emergency Management events, the Library Director will report directly to the Director of Parks and Recreation and will follow the procedures listed in this chapter. In this chapter, the Parks and Recreation Department includes the Library Department personnel

1. **Level III Mobilization:**

   a. Staffing list to be confirmed and updated once department heads are notified of a possible storm event.

   b. Duties of the Parks and Recreation Department are listed on Attachment 10B.

   c. Prepare the Eustis Community Center to serve as the Primary Staging Area for food preparation, supply distribution, etc.

   d. Procure enough food and cooking gear to provide meals to City employees to last the duration and following a disaster event. Quantity of food items to be purchased is calculated at: 100 people per meal x 3 meals per day x 3 days. Coordinate with the Purchasing Department and the Finance Department on these procurements. Record expenditures for all procured items.

   e. Maintain communication with local food vendors to ensure a continuous availability of food supplies during extended operations.

   f. Determine the approximate number of City personnel assigned to work during the storm and prepare meal schedules accordingly. Notify EEOC of schedule.

   g. Provide an updated listing of Parks and Recreation Department personnel addresses and phone numbers for recall purposes to the Human Resources Department.

   h. Advise all Parks and Recreation Department personnel to secure their residences, provide for their families, and prepare for duty, if required.

   i. Complete schedule for personnel during a storm / disaster event.

   j. Review the contents of the Emergency Management Plan and ensure all Parks and Recreation Department personnel fully understand their duties during a storm / disaster event.

   k. Test and fuel all equipment to include vehicles, radios, and any other equipment that may be required in the event of a storm / disaster event.

l. Review equipment status and provide a list of equipment available and their location to the EEOC (or the City Manager if the EEOC is not manned).

m. Coordinate with other City Divisions / Departments and provide assistance if required.

n. Contact Command and identify if there is going to be a Lake County shelter opening within the city limits.

2. **Level II Mobilization:** Duties of the Parks and Recreation Department include but are not limited to:

a. Place all Parks and Recreation Department personnel in a "no-leave" status.

b. Close all park facilities and cease recreation activities, including the Aquatic Center and the Lakewalk.

c. Coordinate with the Public Works Department the boarding of windows and doors to any facility under the cognizance of the Parks and Recreation Department. In addition, perform the following procedures:

1) Remove light globes at the Bandshell, Lakewalk, and Aquatic Center.
2) Remove lower lights at the Bandshell, Aquatic Center, and Ferran Park Playground.
3) Cover electrical sockets at all park facilities with plastic bags. (Highlighted items to be completed by Public Works)

4) Secure all loose items at the Aquatic Center that could become a flying debris hazard during heavy winds. Place chairs in pool, remove lane lines, reduce water level, and turn off electricity and heaters.

d. Secure any non-essential computer equipment by disconnecting power supply, moving them away from windows, and covering them tightly with waterproof material.

e. Frequently check communications gear and equipment to ensure readiness.

f. Begin stockpiling ice at the Primary Staging Area.

g. Inspect buildings under the cognizance of the Parks and Recreation Department for loose non-essential equipment. Secure equipment as necessary. The Parks and Recreation Department, in coordination with the Public Works Department, is responsible for the securing and safety of the following buildings:

1) Facilities & Recreation Office
2) Aquatic Center
3) Bandshell
4) Cardinal Office & Warehouse
5) Clifford Taylor House

6) Eustis Community Center
7) Lakewalk / Seawall
8) Senior Service Center
9) Eustis Memorial Library

3. **Level I Mobilization:** Duties of the Parks and Recreation Department include but are not limited to:
    a. Direct Parks and Recreation Department personnel to proceed to their assigned locations.

    b. The Director of Parks and Recreation will assume command and control of the Primary Staging Area. Following a roll call, the Director will report status of personnel and equipment to the the EEOC.

    c. Begin meal preparation and distribution if required.

    d. Maintain frequent contact with the EEOC and notify them of any situation that may require the action of EEOC personnel.

    e. Frequently check communications gear and equipment to ensure readiness.

4. **Storm / Disaster Event Operations:** Duties of the Parks and Recreation Department include but are not limited to:

    a. Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

    b. Continue providing meals to City employees as weather permits.

5. **Post-Storm / Disaster Event Operations:** Duties of the Parks and Recreation Department include but are not limited to:

    a. Continue meal preparation and distribution to City employees during clean-up operations until secured by the EEOC.

    b. Assume command and control authority over any locally assigned distribution point as designated by the EEOC.

    c. Assist authorized organizations in distribution of food and water

    d. Assist building personnel in reporting damage to buildings and / or equipment

    e. Assist Eustis residents with clean-up operations.

    f. Complete report of overtime and expenditures.

    g. Report problems or concerns that occurred prior to, during, or after the storm / disaster event.

Chapter 10 Attachment Index:

10A. Parks and Recreation Checklist
10B. Parks and Rec Emergency Phone List.
10C. Hurricane Food – Purchase List
10D. Hurricane meal menu
10E. Hurricane Emergency Action Plan (EAP) Publix Letter (2018)

- Department Staffing Availability Form
- ICS-214 Unit Log

CHAPTER 11 – Library Department

Eustis Memorial Library personnel are assigned to the Library Department.

1. **Level III Mobilization:** Duties of the Library Department include but are not limited to:

   a. Prepare and provide a complete listing of Library personnel who may be assigned work during a storm / disaster event (w/contact information). These personnel will be assigned to the Primary Staging Area at the Eustis Community Center. The number of personnel assigned will correlate to the severity of the storm / disaster event. Ensure those personnel are notified of their assigned duties and the schedule.

   b. Prepare the Eustis Library for closing and EOC needs.
   c. Determine the approximate number of City personnel assigned to work during the storm. Notify EEOC of schedule.

   d. Provide a complete listing of Library Department employee addresses and phone numbers for recall purposes to the EEOC (or the City Manager if the EEOC is not manned).

   e. Advise all Library Department personnel to secure their residences, provide for their families, and prepare for duty, if required.

   f. Complete schedule for personnel during a storm / disaster event.

   g. Review the contents of the Emergency Management Plan and ensure all Library Department personnel fully understand their duties during a storm / disaster event.

   h. Test and fuel all equipment to include vehicles, radios, and any other equipment that may be required in the event of a storm / disaster event.

   i. Review equipment status and provide a list of equipment available and their location to the EEOC (or the City Manager if the EEOC is not manned).

   j. Coordinate with other City Divisions / Departments and provide assistance if required.

2. **Level II Mobilization:** Duties of the Library Department include but are not limited to:

   a. Place all Library personnel in a “no-leave” status.

   b. Have windows and doors boarded at the Eustis Memorial Library and perform the following procedures:

   c. Secure any non-essential computer equipment by disconnecting power supply, moving them away from windows, and covering them tightly with waterproof material.

d. Frequently check communications gear and equipment to ensure readiness.

Eustis Memorial Library personnel list attached

3. **Level I Mobilization:** Duties of the Library Department include but are not limited to:

a. Direct Library personnel to proceed to their assigned locations.
b. Following a roll call, the Director will report status of personnel and equipment to the EEOC.

c. Maintain frequent contact with the EEOC and notify them of any situation that may require the action of EEOC personnel.

d. Frequently check communications gear and equipment to ensure readiness.

4. **Storm/Disaster Event Operations:** Duties of the Library Department include but are not limited to:

a. Maintain continuous communication with the EEOC to obtain weather conditions and receive orders.

b. Continue providing meals to City employees as weather permits.

5. **Post-Storm / Disaster Event Operations:** Duties of the Library Department include but are not limited to:

a. Assume command and control authority over any locally assigned distribution point as designated by the EEOC.

b. Assist authorized organizations in distribution of food and water.

c. Assist building personnel in reporting damage to buildings and / or equipment.

d. Assist Eustis residents with clean-up operations.

e. Complete report of overtime and expenditures.

f. Report problems or concerns that occurred prior to, during, or after the storm/disaster event.

CHAPTER 12 – Human Resources

1. **Level III Mobilization:** Duties of Human Resources include but are not limited to:

    a. Provide a current listing of City personnel (w/contact information) to the EEOC (or the City Manager if the EEOC is not manned).

    b. Advise all Human Resource personnel to secure their residences, provide for their families, and prepare for duty if required.

    c. Complete schedule for personnel during a storm / disaster event.

    d. Review the contents of the Emergency Management Plan and ensure all Human Resources personnel fully understand their duties during a storm / disaster event.

    e. Coordinate with other City Divisions / Departments and provide assistance if required.

2. **Level II Mobilization:** Duties of Human Resources include but are not limited to:

    a. Place all Human Resources personnel in a “no-leave” status.

    b. Secure any non-essential computer equipment by disconnecting power supply, moving them away from windows, and covering them tightly with waterproof material. Move any other equipment, including books and audio/visual items away from the windows.

3. **Level I Mobilization:** Duties of Human Resources include but are not limited to:

    a. Direct Human Resource personnel assigned to work during the storm/disaster event to proceed to their assigned locations. All others not assigned will proceed home and await further orders.

4. **Storm / Disaster Event Operations:** Duties of Human Resources include but are not limited to:

    a. Human Resource personnel shall remain at their assigned locations until further notice from the EEOC.

5. **Post-Storm / Disaster Event Operations:** Duties of Human Resources include but are not limited to:

a. Upon direction of the City Manager or his designee, Human Resources will prepare emergency temporary hiring of personnel who may be required to assist in clean-up efforts.
b. Assist Eustis residents with clean-up operations.

c. Complete report of overtime and expenditures.

Chapter 12 Attachment Index:

A. Attachment 12A Human Resources Staff Checklist
B. Attachment 12B Emergency Compensation Policy

- Department Staffing Availability Form
- ICS-214 Unit Log

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Resolution Number 2026-44: Palmetto Plaza Park Playground Improvements Project

Introduction:
Resolution Number 2026-44: Palmetto Plaza Park Playground Improvements Project approves an expenditure in excess of $100,000.00 for the purchase of playground equipment for the park at Palmetto Plaza, and authorizes the City Manager to execute all agreements and contracts with the award.

Background:
Carryover funds for improvements to Palmetto Plaza Park from FY 2024-25 have been approved. The funds will be used to add new playground equipment to Palmetto Plaza Park. The total budget is $300,00.00, which includes parking lot construction, sidewalks, playground borders, mulch, and related items to be self-performed by Public Works.

GameTime has provided an itemized bid form based on the Omnia Partners cooperative contract for the purchase and installation of playground equipment.

Purchase and installation will include GameTime Owner's Kit, 2-5 PowerScape System, 2-Bay ADA Swing, Butterfly Net, Access Playcurb w/Adap., 12" Playground Border, Five Star Plus Playground Installation Services, Building Permits, and Signed/Sealed FBC 2023 8th Edition Building Code Drawings.

GameTime's proposal for these services is $101,453.23.

Recommended Action:
Staff recommends approval of Resolution number 2026-44

Policy Implications:
Not applicable

Budget/Staff Impact:
The approved budget has allocated funds of $300,000.00 for the Palmetto Plaza Park Playground Improvements Project as shown below:

014-8600-581-60-46	CRA PALMETTO PLAZA PARK PH2.	$300,000.00

Business Impact Estimate:
Not applicable

Prepared By:
Chris Helme, Administrative Supervisor, Engineering

Reviewed By:
Michelle Saxman, Project Manager, Engineering
Rick Gierok, Interim City Manager
Miranda Burrowes, Deputy City Manager

Attachments:
Signed proposal from GameTime, available upon request.

RESOLUTION NUMBER 2026-44

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING AN EXPENDITURE IN EXCESS OF $100,000.00 FOR THE PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT FOR THE PALMETTO PLAZA PARK PLAYGROUND IMPROVEMENTS PROJECT; AND AUTHORIZES THE CITY MANAGER TO EXECUTE ALL AGREEMENTS AND CONTRACTS WITH THE AWARD.

WHEREAS, the City's approved Sales Tax Budget includes $300,000.00 in Sales Tax Revenue Funds for Palmetto Plaza Park Playground Improvements; and

WHEREAS, the Parks and Recreation Department has determined the need to purchase playground equipment for the park at an estimated cost of $101,453.23; and

WHEREAS, GameTime submitted a proposal based on the Omnia cooperative contract for purchase of playground equipment; and

WHEREAS, the City Purchasing Policies require that the City Commission approve any purchase in excess of $100,000.

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

(1) The City Commission is hereby authorized to approve a purchase in excess of $100,000.00 for the purchase and installation of playground equipment for the Palmetto Plaza Park Playground Improvements Project; and

(2) The City Commission hereby authorizes the City Manager to execute all agreements and contracts associated with the approved purchase; and

(3) The Purchasing Department is hereby authorized to complete the transaction in accordance with this resolution; and

(4) This resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 21st day of May 2026, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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 2026-44 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Resolution Number 2026-46: Approval to amend the FY 2025/2026 Adopted Budget for the Police Forfeiture Fund (012) to recognize Federal forfeiture receipts received in FY 2025/2026 and to allocate funding for eligible expenditures

Introduction:
The purpose of this budget amendment is to recognize Federal Forfeiture receipts in the Police Forfeiture Fund and to allocate eligible expenditures in the FY 2025/2026 budget to purchase equipment. A portion of the funds will be used to purchase barricades for crowd and traffic control at the numerous events held in the City of Eustis in the amount of $29,000.

Background:
The City has received revenue from the Department of Justice and the Department of Treasury Asset Forfeiture Programs from seized assets from criminal enterprises. The proceeds may be used for law enforcement training and equipment through the Equitable Sharing Program. The amount of funds received for FY 2025/2026 to date is $60,000.

This amendment provides the mechanism for utilizing the funds. Upon approval, the Police Forfeiture Fund FY 2025/2026 Adopted Budget will be amended as follows:

Federal Forfeiture Fund

012-0000-359-80-01- Receipts – Federal Forfeitures	$60,000
012-2180-521-60-68- Federal Forfeiture – Capital Equipment Expense	$60,000

Recommended Action:
Staff recommends approval of Resolution Number 2026-46.

Budget/Staff Impact:
This request for approval is for an equal amount of revenues and expenditure.

Prepared by:
Mari Leisen, Deputy Finance Director

Reviewed by:
Lori Carr, Finance Director
Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 2026-46

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; AMENDING THE BUDGET FOR FISCAL YEAR 2025/2026 FOR THE POLICE FORFEITURE FUND TO ACCOUNT FOR FEDERAL FORFEITURE REVENUE RECEIVED AND ALLOCATE EXPENSES IN FY 2025/2026; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis has received $60,000 from Federal police forfeitures; and

WHEREAS, it is in the best interest of the City to amend the budget for the Police Forfeiture Fund (012); and

WHEREAS, the Police Forfeiture Fund (012) FY 2025/2026 Adopted Budget will be amended as follows:

Federal Forfeiture Fund	
012-0000-359-80-01- Receipts – Federal Forfeitures	$60,000
012-2180-521-60-68- Federal Forfeiture – Capital Equipment Expense	$60,000

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

(1) The FY 2025/2026 Adopted Budget for the Police Forfeiture Fund is amended to recognize equal amounts of revenue and expenditures for revenue received in FY 2025/2026, for a net budgetary impact of zero; and

(2) That the Finance Director of the City of Eustis is hereby authorized to amend the FY 2025/2026 Adopted Budget for the Police Forfeiture Fund; and

(3) That this Resolution shall become effective immediately upon passing.

DONE AND RESOLVED this 21st day of May 2026, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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 Resolution Number 2026-46 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

City of Eustis

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Resolution Number 2026-47: EPD School Resource Officer Agreement (2026-2027 School Year)

Summary

The proposed Resolution approves an Agreement between the School Board of Lake County, Florida and the City of Eustis for the provision of School Resource Officer (SRO) services during the 2026-2027 school year.

Under the Agreement, the City of Eustis Police Department will provide five (5) sworn law enforcement officers to serve as School Resource Officers at Eustis Elementary School, Eustis Heights Elementary School, Eustis Middle School, Eustis High School Curtright Campus, and Eustis High School Main Campus.

The Agreement establishes the operational responsibilities of the parties, reimbursement procedures, assignment provisions, and school safety coordination requirements associated with the SRO program. The School Board of Lake County will reimburse the City for eligible salary and benefit costs associated with services rendered pursuant to the Agreement.

Approval of the Resolution authorizes execution of the Agreement for a one-year term beginning August 10, 2026 and continuing through the final student day of the 2026-2027 school year.

Background

The City of Eustis has historically partnered with the School Board of Lake County to provide School Resource Officers within schools located inside the municipal boundaries of the City.

The presence of School Resource Officers promotes campus safety, facilitates coordination between school administration and law enforcement, and strengthens relationships between students, school personnel, and the Eustis Police Department. In addition to providing law enforcement services and emergency response capabilities, SROs serve as visible community partners and assist with threat management, crime prevention, and school safety initiatives.

The proposed Agreement substantially follows the standard form utilized by the School Board of Lake County for participating municipal law enforcement agencies throughout Lake County. The Agreement provides for reimbursement to the City for eligible personnel

costs associated with the assignment of five (5) School Resource Officers during the school year.

The Agreement also includes operational provisions relating to officer assignment, leave coverage, emergency response authority, threat management coordination, and information technology/network access requirements applicable to SRO operations on School Board property.

Legal Considerations

The proposed Agreement constitutes a valid intergovernmental arrangement for law enforcement and school safety services consistent with the City's municipal home rule authority under Chapter 166, Florida Statutes.

The Agreement appropriately preserves the employment status, supervision, and operational authority of the City's police officers while establishing coordination responsibilities with School Board personnel and administration. The Agreement further contains sovereign immunity limitations and indemnification language consistent with Section 768.28, Florida Statutes.

Fiscal Impact

The School Board of Lake County will reimburse the City for eligible salary and benefit costs associated with the five (5) School Resource Officers assigned pursuant to the Agreement. Reimbursement will occur through monthly invoicing in accordance with the terms of the Agreement. The Police Department may temporarily utilize existing budgeted funds to account for timing differences between payroll expenditures and reimbursement processing.

Recommendation

Staff recommends that the City Commission approve Resolution 2026-47 authorizing execution of the School Resource Officer Agreement between the School Board of Lake County, Florida and the City of Eustis for the 2026-2027 school year.

Business Impact Estimate

Not applicable.

Attachments

1. Resolution 2026-47: School Resource Officer Agreement – 2026-2027 School Year
2. Agreement Between the School Board of Lake County, Florida and the City of Eustis for School Resource Officer Program [2026-2027]

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 2026-47

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING AN AGREEMENT BETWEEN THE SCHOOL BOARD OF LAKE COUNTY, FLORIDA AND THE CITY OF EUSTIS FOR THE PROVISION OF SCHOOL RESOURCE OFFICERS FOR THE 2026-2027 SCHOOL YEAR; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Eustis recognizes that the presence of School Resource Officers within public schools enhances campus safety and security and promotes positive relationships between law enforcement personnel, students, faculty, staff, and the community; and

WHEREAS, the School Board of Lake County, Florida has requested that the City of Eustis provide five (5) School Resource Officers to serve schools located within the City of Eustis during the 2026-2027 school year; and

WHEREAS, the City of Eustis desires to continue participation in the School Resource Officer program through the assignment of sworn law enforcement officers of the Eustis Police Department to Eustis Elementary School, Eustis Heights Elementary School, Eustis Middle School, Eustis High School Curtright Campus, and Eustis High School Main Campus; and

WHEREAS, the proposed Agreement establishes the terms and conditions governing the provision of School Resource Officer services, including operational responsibilities, reimbursement procedures, and school safety coordination requirements; and

WHEREAS, the City Commission finds that approval of the Agreement serves a valid municipal and public purpose by supporting school safety, community policing, youth engagement, and coordinated public safety services within the City of Eustis.

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

Section 1. Recitals.
The foregoing recitals are hereby ratified and incorporated herein as legislative findings of the City Commission.

Section 2. Approval of Agreement.
The City Commission hereby approves the Agreement between the School Board of Lake County, Florida and the City of Eustis for the provision of School Resource Officer services for the 2026-2027 school year, attached hereto and incorporated herein by reference.

Section 3. Authorization to Execute.
The Mayor is hereby authorized to execute the Agreement, together with such non-substantive modifications as may be approved by the City Attorney, and the Interim City Manager, Chief of Police, and City staff are authorized to take all actions necessary to implement the purposes of this Resolution.

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

PASSED AND ADOPTED in Regular Session of the City Commission of the City of Eustis, Florida, this 21st day of May 2026.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026 by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commissioner 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 Resolution Number 2026-47 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

AGREEMENT BETWEEN THE SCHOOL BOARD OF LAKE COUNTY, FLORIDA, AND THE CITY OF EUSTIS, FOR SCHOOL RESOURCE OFFICER PROGRAM [2026-2027]

This **AGREEMENT** is entered into by and between the **City of Eustis**, a Florida municipal corporation, hereinafter referred to as "LAW ENFORCEMENT AGENCY" and the **School Board of Lake County, Florida**, a political subdivision of the State of Florida, hereinafter referred to as "SCHOOL BOARD".

WITNESSETH:

WHEREAS, the SCHOOL BOARD is seeking five (5) School Resource Officers (SROs) to interact with students during the regular class schedule and at extra-curricular school activities so as to provide additional security to students, school personnel, the school community and school property; and

WHEREAS, the LAW ENFORCEMENT AGENCY is willing to place five (5) **City of Eustis** Police Officers at **Eustis Elementary (1), Eustis Heights Elementary (1), Eustis Middle (1), Eustis High – Curtwright Campus (1), Eustis High – Main Campus (1)** for the purpose of carrying out this school program.

NOW, THEREFORE, in and for consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree that the LAW ENFORCEMENT AGENCY will provide five (5) sworn **City of Eustis** Police Officers who are certified pursuant to Section 943.10(1) *Florida Statutes* to the SCHOOL BOARD to act as SROs at the five (5) designated schools under the terms and conditions of this Agreement.

1. Term of Agreement. The term of this Agreement shall be for the next school year, beginning the 10th day of August 2026 through the last day of school for students in May 2027.

2. Compensation. The SCHOOL BOARD will pay the **City of Eustis** an amount equivalent to the exact services rendered for that portion of the salary and benefits of the SRO(s) directly attributable to services performed provided pursuant to the terms of this Agreement. Such compensation shall be invoiced to the SCHOOL BOARD by the LAW ENFORCEMENT AGENCY in monthly installments following the services rendered for the month, commencing on

the 1st day of September 2026 for services rendered beginning August 10, 2026 and continuing on the 1st day of each month thereafter until the term of the contract has expired. Invoices shall be paid by the SCHOOL BOARD within fifteen (15) days of receipt. In the event that The Board of County Commissioners of Lake County, Florida, agrees to pay for any or all of the police officers assigned to the schools pursuant to this Agreement, then the LAW ENFORCEMENT AGENCY agrees that the SCHOOL BOARD may assign its obligation to pay under this section to The Board of County Commissioners of Lake County, Florida.

3. Scope. The LAW ENFORCEMENT AGENCY shall assign an SRO for five (5) designated schools. The SROs shall interact with students and provide security at the five (5) designated schools. In addition, the SROs shall have the duties and responsibilities listed in Exhibit "A" attached hereto.

4. Background Investigations. The LAW ENFORCEMENT AGENCY represents and warrants to the SCHOOL BOARD that the LAW ENFORCEMENT AGENCY has read and is familiar with Sections 1012.32, 1012.465, 1012.467 and 1012.468, *Florida Statutes* regarding background investigations. The LAW ENFORCEMENT AGENCY covenants to comply with all requirements of the above-cited statutes and shall provide SCHOOL BOARD with proof of compliance upon request. The LAW ENFORCEMENT AGENCY agrees, to the extent permitted by law and only to the extent permitted by 768.28, *Florida Statutes*, to indemnify and hold harmless the SCHOOL BOARD, it's officers, agents and employees from any liability in the form of physical injury, death, or property damage resulting from the LAW ENFORCEMENT AGENCY's failure to comply with the requirements of this paragraph or Florida Statute Sections, 1012.32, 1012.465, 1012.467 and 1012.468, *Florida Statutes*. Any claim against the LAW ENFORCEMENT AGENCY by the SCHOOL BOARD under the preceding sentence shall not include punitive damages or any interest for the period before judgment. Additionally, the LAW ENFORCEMENT AGENCY shall not be liable pursuant to this indemnity to pay a claim or judgment by any one person which exceeds the sum of $200,000 or any claim or judgment, or portions thereof, which, when totaled with all other claims or judgments paid by the LAW ENFORCEMENT AGENCY arising out of the incident or occurrence, exceeds the sum of $300,000. Further, nothing in this paragraph shall be construed as an admission of liability on behalf of the LAW ENFORCEMENT AGENCY.

5. Assignment of Officers. The LAW ENFORCEMENT AGENCY shall determine which SROs will be assigned under this Agreement and will also determine the particular school to which the SROs will be assigned to. The LAW ENFORCEMENT AGENCY shall provide a notice of the assigned SROs to the school principals of the five (5) designated schools. In the event that the principal of the school where the SRO is assigned believes that the particular SRO is not effectively performing his/her duties and responsibilities, the Principal shall notify the SCHOOL BOARD's Director of Safety and Security in writing. If the situation is not corrected within three (3) working days, the SCHOOL BOARD's Director of Safety and Security shall contact the SRO's immediate supervisor and the Superintendent in writing and provide a copy of said notice to each of them. If the situation is not resolved to the mutual satisfaction of the SRO's immediate supervisor the SCHOOL BOARD's Director of Safety and Security and the Superintendent within ten (10) days, or if, during the same contract period, the Principal determines for a second time that the SRO is not effectively performing his/her duties and responsibilities, then the Principal shall recommend to the SCHOOL BOARD's Director of Safety and Security and Superintendent that the SRO be removed from the program at his/her school, and shall state the reasons as well as the efforts to resolve the problems in writing. The Superintendent, or his/her designee, shall review the request and, if approved, shall provide written notification to the LAW ENFORCEMENT AGENCY who shall transfer the SRO or take other appropriate action within ten (10) business days. In the event the Principal considers the SRO's conduct to present a threat to the safety or well-being of the students or staff, the principal will immediately notify the SCHOOL BOARD's Director of Safety and Security, Superintendent, and the LAW ENFORCEMENT AGENCY. Upon receipt of such notification, the LAW ENFORCEMENT AGENCY shall take appropriate and necessary action.

6. Dismissal/Replacement/Absence. The LAW ENFORCEMENT AGENCY may dismiss or reassign SROs with or without cause. In the event of the resignation, dismissal, or reassignment of an SRO, or in the case of long-term absences by an SRO, the LAW ENFORCEMENT AGENCY shall provide a temporary replacement for the SRO as soon as practical.

7. Leaves/Coverage. The Chief of Police or another designated scheduling officer will approve vacations, sick leaves, and other leaves of absence for the SRO. The SRO will

communicate approved vacation, sick leaves, trainings or any other leave that impacts SRO presence in schools with the SCHOOL BOARD's Director of Safety and Security. LAW ENFORCEMENT AGENCY shall provide coverage of an SRO during any time in which the SRO will be off campus of the school to include, but not be limited to vacations, sick leaves, other leaves of absence, or due to other related assignments. Compensation for such leaves will be the amount equivalent to the exact services rendered for that portion of the salary and benefits of the SRO(s) directly attributable to services performed during the date(s) of coverage, not to include the portion of the salary and benefits of the SRO(s) who is(are) on leave.

8. Hours of Assignment. The SROs will be stationed at the five (5) designated schools for eighty (80) hours per two-week period, Monday through Friday, as assigned and scheduled by the respective school Principal and as approved by the LAW ENFORCEMENT AGENCY.

9. Additional Hours of Assignment. Additional hours of assignment during a two-week period may be made with prior approval of the LAW ENFORCEMENT AGENCY, if requested by the respective school Principal. If the additional hours worked requires additional compensation be paid to the SROs, the LAW ENFORCEMENT AGENCY will include this additional compensation on the next monthly invoice to be paid by the SCHOOL BOARD.

10. Off Campus Assignments. Upon the request of the respective school Principal and with the prior approval of the LAW ENFORCEMENT AGENCY, an SRO's duties may occasionally include his/her assignment at school functions and activities that are held off campus.

11. Reassignment in Emergency Situations. Nothing in this Agreement shall prevent or interfere with the ability of the LAW ENFORCEMENT AGENCY to temporarily withdraw an assigned SRO from his/her post at the five (5) designated schools to respond to emergency situations as determined in the sole judgment and discretion of the LAW ENFORCEMENT AGENCY.

12. Supervising Authority. During the term of this Agreement, the SROs assigned shall remain employees of the LAW ENFORCEMENT AGENCY, under the authority of the chain of command of the LAW ENFORCEMENT AGENCY, and subject to all other rules and regulations of the LAW ENFORCEMENT AGENCY. The SROs will report to their respective school

Principal for assignment of duties and work schedules, including the extracurricular activities during the regular school day, for up to eighty (80) hours for each officer per two-week period. Each SRO shall remain, at all times, an employee of the LAW ENFORCEMENT AGENCY. Workers Compensation coverage, as required by law, will be provided for the officer by the LAW ENFORCEMENT AGENCY.

13. Salary and Benefits. The LAW ENFORCEMENT AGENCY will provide the salary and benefits to each SRO assigned, including uniforms and equipment and any applicable overtime pay as agreed to above.

14. Vehicle. The LAW ENFORCEMENT AGENCY will provide vehicles for SROs if or when determined necessary by the LAW ENFORCEMENT AGENCY.

15. Information Technology Services. The following notates Information Technology Services provided to law enforcement agencies for School Resource Officers / Deputies.

A. Wireless Internet Access for SRO/SRD Use. Lake County Schools (LCS) Information Technology will provide a dedicated, hidden SSID exclusively for use by Agency SROs/SRDs while on district property, intended solely for official Agency or district-related activities. All CJIS, NCIC, and FCIC-regulated data must be transmitted securely through Agency-managed VPN connections; such data may not traverse or be stored on LCS networks under any circumstances. Agencies are solely responsible for configuring and maintaining their VPNs to ensure compliance with applicable security standards. LCS reserves the right to suspend Wi-Fi access without notice if a device is suspected of transmitting malicious software or compromising network integrity.

B. Best-Effort Provision of Services. All network and wireless services provided by Lake County Schools (LCS) Information Technology are delivered on a best-effort basis. No formal Service Level Agreement (SLA) is in place to guarantee uptime, bandwidth, fault tolerance, or security beyond standard operational practices. LCS IT does not guarantee uninterrupted or fully secure connectivity. It is the responsibility of the respective agency to ensure that all sensitive data transmissions

comply with CJIS, NCIC, and FCIC requirements through the use of end-to-end encryption (e.g., VPN).

C. Device Management and Network Access Control. Agency-issued equipment is permitted to connect to the designated SRO Wi-Fi network established by Lake County Schools (LCS). LCS Information Technology will not manage, support, or be responsible for the security, configuration, or maintenance of any agency-issued devices. It is the responsibility of the respective agency to ensure that all devices accessing the district wireless network are properly maintained and secured, including up-to-date antivirus software, operating system patches, and active endpoint protection services. Acceptable device access is limited to agency laptops and necessary peripherals; any additional device types must receive prior written approval from LCS IT before being granted network access.

D. Data Monitoring and Privacy Expectations. Lake County Schools (LCS) Information Technology monitors network traffic for general security, performance, and network management purposes. While LCS does not actively inspect the contents of encrypted traffic, agencies utilizing district-provided internet services should have no expectation of privacy for general network usage. Exceptions apply to VPN-encrypted traffic used by law enforcement personnel for transmitting protected information, which remains subject to the security protocols of the respective agency.

E. Physical Network Access Restrictions. Agency devices are strictly prohibited from connecting to Lake County Schools' physical network infrastructure (e.g., Ethernet wall ports or switch ports) without prior written authorization from the Lake County Schools (LCS) Information Technology. No radios, laptops, printers, or any other equipment may be physically connected to the district network unless expressly approved.

F. Incident Reporting Requirements. In the event of a suspected security concern or potential data compromise, the School Resource Officer (SRO)/School Resource Deputy (SRD) or associated personnel shall immediately notify Lake County

Schools. Likewise, Lake County Schools will promptly notify the appropriate law enforcement contacts if any incident arises that may pose a risk to department-issued systems or data. Timely, reciprocal communication is essential to ensure coordinated response and system integrity for both parties.

G. Printing Services and Restrictions. Lake County Schools (LCS) shall not provide printing services to School Resource Officers (SROs) or School Resource Deputies (SRDs) stationed on school campuses. All official printing needs for these individuals must be conducted using department-issued computers and printers supplied by the respective law enforcement agency. All such equipment must comply with applicable security policies, protocols, and data protection requirements as outlined by the law enforcement agency and appropriate state and federal guidelines governing data privacy.

16. Threats to School Safety.

A. Pursuant to Section 1006.13(4), *Florida Statutes*, any acts that pose a threat to school safety, whether committed by a student or adult, shall be reported to the School Principal, or his or her designee, who shall report the acts to the SRO and the SCHOOL BOARD's Director of Safety and Security or SCHOOL BOARD's District Threat Management Coordinator.

B. If requested by the School Principal, or his or her designee, the SRO, or other appropriate law enforcement officers, shall assist in the investigation of the acts that pose a threat to school safety; upon conclusion of the investigation, the SRO shall report the findings of the investigation to the SCHOOL BOARD's Director of Safety and Security, or SCHOOL BOARD's District Threat Management Coordinator to properly document the disposition of the incident. Additionally, the School Principal, or his or her designee, shall consult with SRO concerning appropriate delinquent acts and crimes.

17. Termination of Agreement. This Agreement may be terminated by either party upon thirty (30) days written notice. Notice shall be deemed given as of the date of deposit of such

written NOTICE in the course of transmission in the United States Postal Service and addressed as follows:

SCHOOL BOARD:	Superintendent of Schools School Board of Lake County 201 West Burleigh Boulevard Tavares, FL 32778
LAW ENFORCEMENT AGENCY:	Chief of Police City of Eustis Police Department 51 East Norton Avenue Eustis, FL 32726

Upon termination pursuant to this subsection, payment will be made by the SCHOOL BOARD or reimbursement made by the LAW ENFORCEMENT AGENCY based on a pro rata charge for services for that portion of the school year covered by this Agreement prior to termination.

18. Entire Agreement. This Agreement embodies the entire agreement and understanding between the parties with respect to the subject matter hereto and supersedes all prior Agreements, representations and understandings either oral, written or otherwise relating thereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the respective dates under each signature.

"SCHOOL BOARD"

THE SCHOOL BOARD OF LAKE COUNTY, FLORIDA

By: _____
William J. Mathias, Chairperson

Date: _____

Approved as to form:

_____
School Board Attorney

Attest: _____
Diane S. Kornegay, Superintendent

"LAW ENFORCEMENT AGENCY"

CITY OF EUSTIS, FLORIDA

By: _____
Emily A. Lee, Mayor/Commissioner

Date: _____

Approved as to form:

_____
City of Eustis Attorney

Attest: _____
Christine Halloran, City Clerk

EXHIBIT "A"

In addition to the routine duties and responsibilities of the SROs, the SROs shall have the following specific duties and responsibilities:

1. Each SRO shall at all times perform his/her duties in accordance with City of Eustis Police Department's standard operating procedures.

2. The SRO shall serve as resource instructors providing programs in crime prevention that encourage students to become responsible citizens.

3. The SRO shall also assist the orderly flow of traffic on school grounds.

4. Each SRO shall maintain all law enforcement powers, duties, and responsibilities inclusive of his/her position as City of Eustis Police Officers while assigned to the SRO program.

5. Each SRO shall be responsible to his/her agency in all matters relating to employment; however, activities conducted by the SRO which are part of the regular school instruction program shall be under the direction of the Principal or his/her designee.

6. Each SRO shall be at his/her school during normal school hours of operation and shall utilize the school's computer-based visitor management system to sign in and out to verify attendance. During times that the SRO is unable to be on campus or need to leave campus, those times will be coordinated with the Principal or his/her designee and each SRO's supervisor. The SRO supervisor will assure that the School has a replacement SRO on campus.

7. The SRO shall perform such duties as directed by his/her agency when school is not in session. The Principal or his/her designee shall advise the Officer's supervisor of the school's calendar.

8. The SRO may contact students during school hours in conjunction with a criminal investigation so long as such contact does not interfere with or impede the orderly operation of the school or the rights of the individual students.

9. All student record information will be maintained in accordance with the provisions of Florida Statutes.

10. The SRO shall interface with students between class breaks, during lunch periods, before and after school and at school activities at which the SRO is in attendance. The SRO will not be assigned to a permanent school related duty post so as not to establish predictable patterns.

11. In the interest of maintaining a safe and orderly school environment, student and campus supervision is of critical importance. The SRO shall take a prominent role in supervision responsibilities, which shall be coordinated with and agreed to by the SRO and the designated school Principal. While school is in session, the SRO shall be present on and around the school campus except as permitted in paragraph 6 of this Exhibit A.

12. The SRO shall serve as a referral resource for students, faculty, and parents to community agencies.

13. The SRO shall serve as a Law Enforcement resource to school administration and the District Director of Safety and Security.

14. The SRO shall be familiar and offer support with the plans and strategies for the prevention and control of dangerous situations at the school.

15. The SRO shall be familiar with and shall remain up to date with school safety legislation, specifically Rule 6A-1.0018, F.A.C. and all corresponding Florida Statutes. Accordingly, the SRO shall assist school administration with ensuring compliance with State legislation and District best practices.

16. The SRO, or a designated officer of the LAW ENFORCEMENT AGENCY, shall serve as the mandated sworn law enforcement officer on the School-Based Threat Management Team (SBTMT); and accordingly will complete the required Florida Harm Prevention and Threat Management Model (Florida Model) training in accordance with State Board Rule 6A-1.0018, F.A.C. and §1006.07, Florida Statutes.

17. The SRO and responding LAW ENFORCEMENT AGENCY shall be present and shall actively participate in all active assailant drills, as per State Board Rule 6A-1.0018, F.A.C. [House Bill 1421 (2022)]. The presence of the SRO and each Officer shall be documented in the After Action Report submitted by school administration.

18. The SRO, in accordance with §394.463, Florida Statutes, shall take the lead with or assist District mental health personnel with initiating involuntary examinations for students and staff who meet criteria as defined in Statutes.

19. The SRO will coordinate / consult with the Florida Department of Children and Families (DCF) as necessary to provide necessary support for children and / or families in need.

20. The SRO shall coordinate activities with the school administration and the school guidance department in an effort to identify those students who exhibit indications of early delinquent behavior.

21. The SRO shall attend meetings of school faculty and requested administrative meetings during school hours on a regular basis.

22. The SRO shall not act as a school disciplinarian, as disciplining students is a school responsibility. However, the principal shall contact the SRO for any violations of the law, and the SRO shall determine whether law enforcement action is appropriate.

23. The SRO shall take law enforcement action as necessary and as permitted under Florida law and shall inform the school Principal of such action unless it would impede a criminal

investigation, under such circumstances as practical. The SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of law. Whenever practical, the SRO shall advise the Principal before requesting additional law enforcement assistance on campus.

24. The SRO shall be informed by school personnel of any situation occurring on school grounds that would appear to be a violation of the law of criminal nature.

25. The SRO shall maintain detailed accurate records of his/her activities, and provide a written daily report to the LAW ENFORCEMENT AGENCY who shall provide such information to the Safety and Security Department of the SCHOOL BOARD.

26. The SRO and school administration shall work together to keep each other informed during the course of all criminal investigations as permitted by law and as practical. This provision shall not be interpreted so as to interfere with or impede the SRO's law enforcement duties, obligations, and/or powers.

27. The SRO shall work with school administration when determining whether an arrest should be made, or if there is an alternative solution to the incident which would still be in compliance with Florida law. The final decision on whether arrest is appropriate will lie with the attending SRO or other law enforcement officer on scene at the incident. This provision shall not be interpreted so as to interfere with or impede the SRO's law enforcement duties, obligations, or powers.

28. The SRO shall affect a physical arrest for felonies committed on school grounds, particularly those that are "Zero Tolerance", as permitted by law.

29. The SRO shall give assistance to other law enforcement officers and government agencies in matters regarding his/her school assignment, whenever necessary.

30. The parties shall comply with the provisions of the Family Educational Rights and Privacy Act ("FERPA").

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

TO: Eustis City Commission

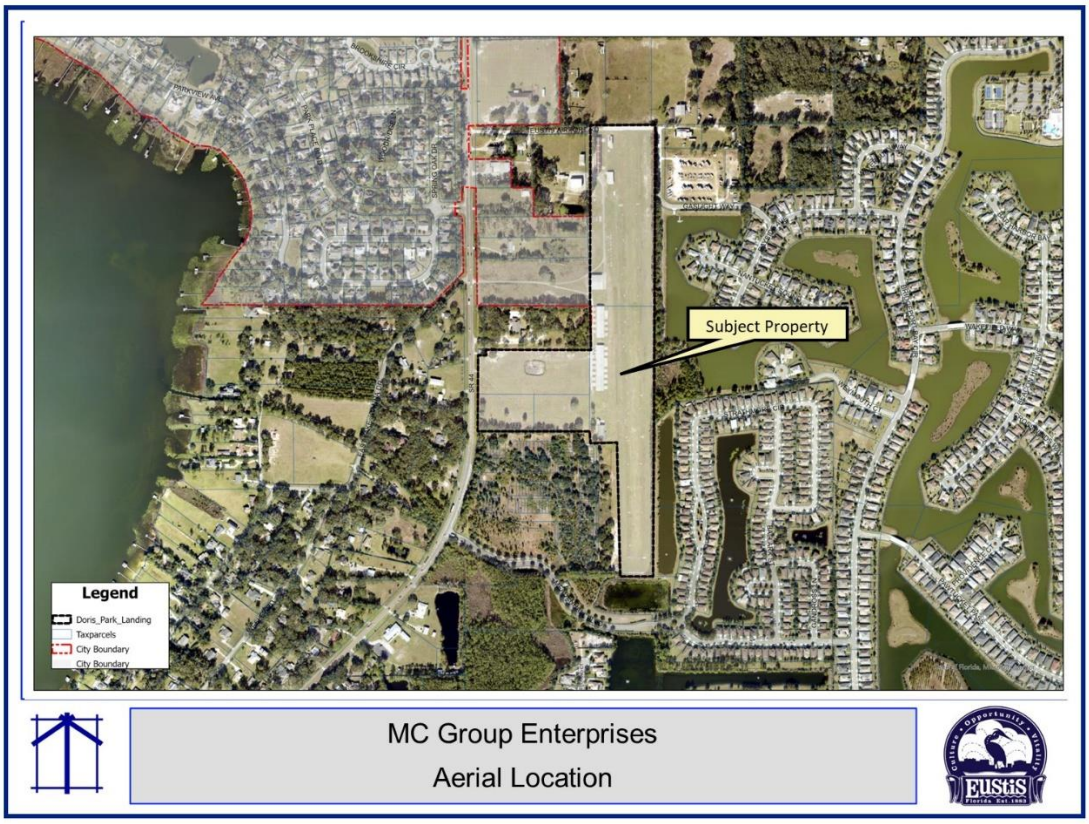
FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Resolution Number 2026-45: Preliminary Subdivision Plat for Doris Park Landing (S-26-001) for Parcels with Alternate Key Numbers 1215013, 1215544, 1094828, 1215536, and 1215005

Introduction:

Resolution Number 2026-45: Preliminary Subdivision Plat for Doris Park Landing (S-26-001), 248 lot single-family subdivision composed of 18 single-family detached lots and 230 single-family attached townhome lots, on approximately 41.17 acres of property located on the east side of State Road 44, and south of Eustis Airport Road (Alternate Key Numbers 1215013, 1215544, 1094828, 1215536, and 1215005).



Background:

a. The subject property comprises about 41.17 acres, which is currently vacant.
b. The properties were annexed into the City in July of 2023.
c. The project is within the Mixed Commercial Residential (MCR) Future Land Use district, which allows single-family attached and detached residential homes and townhomes up to 12 dwelling units per acre.
d. The property is within the Suburban Neighborhood Design District.
e. The single-family and townhome subdivision is proposed for 248 lots at a net density of 6.37 dwelling units per acre.
f. The site and surrounding properties' land use, design district designations, and existing uses are shown below:

Location	Existing Use	Future Land Use	Design District
Site	Undeveloped Property	Mixed Commercial Residential (MCR)	Suburban Neighborhood
North	Single Family Residential	Rural (Lake Co)	N/A
South	Single Family Residential, detached, and townhomes	MD (Mount Dora)	N/A
East	Single Family Residential, detached, and townhomes	MD (Mount Dora)	N/A
West	Single Family Residential	MCR/ Agriculture and Urban Low (Lake Co.)	Suburban Neighborhood and N/A

Proposed Development:

The proposed development of 248 single-family lots, which consists of 18 single-family House typology lots and 230 Townhouse typology lots (conforming to the Suburban Neighborhood design district and Sections 110-4.2 and 110-4.6, House and Townhouse lot types) for single-family detached and attached residences. The minimum lot dimensions will be 55 feet by 120 feet for detached House Lots and 22 feet by 80 feet for attached Townhome Lots. Townhome lots are a mixture of alley-loaded and front-loaded styles. The proposed Preliminary Plat is included in the attached supplementary materials.

Subdivision Component	Code	Provided
Gross Area	n/a	**41.17 acres**
Net Area (gross area less wetlands, water bodies)	n/a	**38.91 acres**
Lot Typology	House Lot Townhouse Lot	**18, each minimum 55'x120'** **230, each minimum 22' by 80'**

Density	Twelve (12) dwelling units/acre maximum	**6.37 dwelling units/acre**
Open Space	25% minimum	**46.3% (18.02 ac)**
Park Space	1.5 acres plus ½ acre for each additional 50 lots over the base level of 100 lots.	**3.32 acres**

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

Recommended Action:
Development Services and the City of Eustis Development Review Committee have found the proposed Preliminary Subdivision Plat in compliance with the City of Eustis Code and Comprehensive Plan. Staff presents the Preliminary Subdivision Plat for Doris Park Landing to the City Commission for consideration under Resolution Number 2026-45.

Policy Implications:
None

Alternatives:

- Approve Resolution Number 2026-45
- Deny Resolution Number 2026-45

Budget/Staff Impact:
None

Business Impact Estimate:
Not required

Prepared By:
Kyle Wilkes, AICP, Senior Planner

Reviewed By:

Jeff Richardson, AICP, Interim Director, Development Services
Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 2026-45

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING A PRELIMINARY SUBDIVISION PLAT WITH WAIVERS FOR THE DORIS PARK LANDING SUBDIVISION (S-25-0001), AN 18-LOT SINGLE-FAMILY DETACHED AND 230-LOT TOWNHOME SINGLE-FAMILY RESIDENTIAL SUBDIVISION, ON APPROXIMATELY 41.17 ACRES OF PROPERTY LOCATED ON THE EAST SIDE OF STATE ROAD 44 AND SOUTH OF EUSTIS AIRPORT ROAD (ALTERNATE KEY NUMBERS 1784077, 1784140, 2535628, 1444756, and 2585153).

WHEREAS, MC Enterprises, Inc. (owners), has made an application for Preliminary Subdivision Plat approval for Doris Park Landing, an 18-lot single-family detached and 230-lot single-family townhome attached residential subdivision on approximately 47.17 acres located east of State Road 44 and south of Eustis Airport Road, more particularly described as follows:

Parcel Alternate Key Number: 1784077, 1784140, 2535628, 1444756, and 2585153

LEGAL DESCRIPTION

See Exhibit A

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

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

WHEREAS, the preliminary subdivision plat for Doris Park Landing proposes a net density of 6.37 dwelling units per acre or less, which is consistent with the residential density allowed in the Mixed Commercial Residential (MCR) future land use designation; and

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

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

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

SECTION 1. That the Doris Park Landing Preliminary Subdivision Plat for 18 single-family detached and 230 single-family attached residential units located on the east side of State Road 44 and south of Eustis Airport Road, attached hereto as Exhibit B, 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 to comply with all requirements of the Eustis Land Development Regulations, Eustis Engineering Design Standards Manual, Florida Statutes, and the provisions of this resolution within one year of the approval of this resolution.
b) Develop the property in accordance with the approved Preliminary Subdivision Plat as referenced in Section 1 and attached hereto as Exhibit B.
c) Obtain and provide copies of all applicable permits from other jurisdictional agencies.

DONE AND RESOLVED this 21st day of May 2026, in a regular session of the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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; however, I have not performed an independent title examination to verify the accuracy of the legal description.

_____ _____

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 2026-45 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, on copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____

Christine Halloran, City Clerk

EXHIBIT A

LEGAL DESCRIPTION

Description (per ORB 872 PG 765–766, ORB 6116, PG 2430, ORB 1734, PG 2037):

PARCEL A:

FROM THE SOUTHEAST CORNER OF SECTION 8, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, RUN SOUTH 89°24'00" WEST ALONG THE SOUTH LINE OF THE SAID SECTION 8 TO A DISTANCE OF 1306.12 FOR A POINT OF BEGINNING, RUN THENCE NORTH 00°36'00" WEST 1306.90 FEET , MORE OR LESS, TO THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 8, THENCE RUN WEST ALONG THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 8 A DISTANCE OF 466.67 FEET; THENCE RUN SOUTH 00°36'00" EAST TO THE SOUTH LINE OF THE SAID SECTION 8, THENCE RUN NORTH 89°24' EAST A DISTANCE OF 466.67 FEET TO THE POINT OF BEGINNING.

PARCEL B:

FROM THE NORTHEAST CORNER OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, RUN SOUTH 89°24'00" WEST ALONG THE NORTH LINE OF SAID SECTION 17 A DISTANCE OF 1306.12 FEET FOR A POINT OF BEGINNING. FROM SAID POINT OF BEGINNING RUN SOUTH 00°36'00" EAST 1959.79 FEET, THENCE RUN SOUTH 89°24'00" WEST 466.67 FEET, THENCE RUN NORTH 00°36'00" WEST 1959.79 FEET TO THE NORTH LINE OF SAID SECTION 17, THENCE RUN NORTH 89°24'00" EAST ALONG THE NORTH LINE OF SAID SECTION 17 A DISTANCE OF 466.67 FEET TO THE POINT OF BEGINNING.

LESS:

LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1734, PAGES 2037–2040, OF THE PUBLIC RECORDS OF LAKE COUNTY FLORIDA.

TOGETHER WITH:

LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 6116, PAGES 2430–2431, OF THE PUBLIC RECORDS OF LAKE COUNTY FLORIDA, DESCRIBED AS FOLLOWS:

PARCEL C

THAT PART OF THE SOUTH 269.51 FEET OF THE NORTH 911.51 FEET OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LYING EAST OF THE EASTERLY RIGHT OF WAY LINE OF STATE ROAD S-44B, LESS THAT PART LYING EAST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF SAID SECTION 17, RUN WEST ALONG THE NORTH LINE OF SAID NE 1/4 A DISTANCE OF 2176.86 FEET FOR A POINT OF BEGINNING; RUN THENCE SOUTH 0°36'00" EAST 1959.79 FEET TO THE POINT OF TERMINUS. A/K/A: ALT KEY 2535628

PARCEL D

THAT PART OF THE SOUTH 269.51 FEET OF THE NORTH 911.51 FEET OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LYING EAST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF THE SAID SECTION 17, RUN WEST ALONG THE NORTH LINE OF SAID NE 1/4 A DISTANCE OF 2176.86 FEET FROM A POINT OF BEGINNING; RUN THENCE SOUTH 0°36'00" EAST 1959.79 FEET TO THE POINT OF TERMINUS AND LYING WEST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF SAID CORNER OF SAID SECTION 17, RUN WEST ALONG THE NORTH LINE OF SAID NE 1/4 A DISTANCE OF 1772.79 FEET FOR A POINT OF BEGINNING; RUN THENCE SOUTH 0°36'00" EAST 1959.79 FEET TO THE POINT OF TERMINUS. A/K/A: ALT KEY 2585153

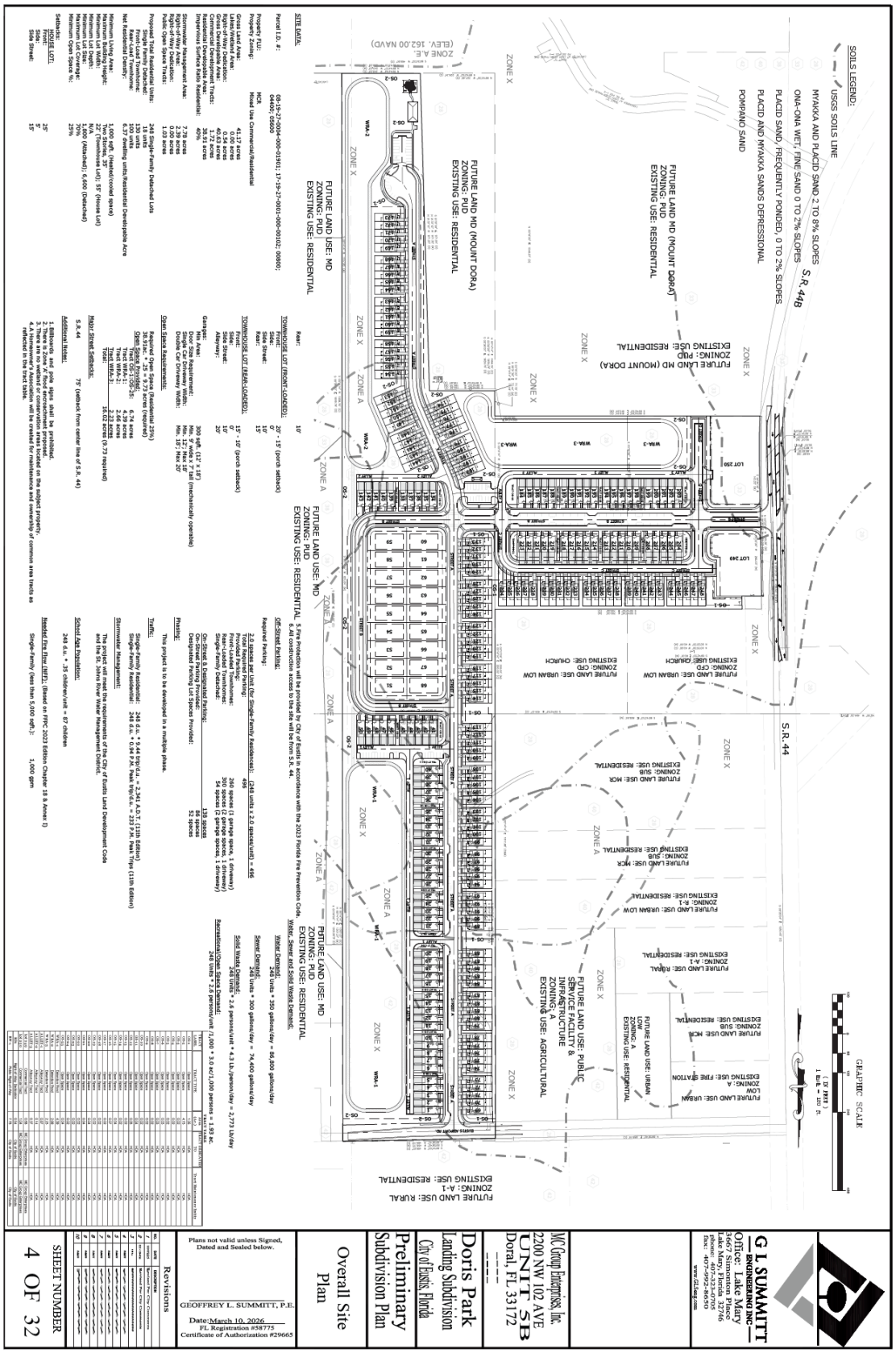
PARCEL E

THAT PART OF THE SOUTH 322 FEET OF THE NORTH 642 FEET OF THE NORTHEAST 1/4 OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, IN LAKE COUNTY, FLORIDA, LYING EAST OF THE EASTERLY LINE OF THE RIGHT OF WAY OF STATE ROAD S44-B, LESS THAT PART THEREOF LYING EAST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF SAID SECTION 17, RUN WEST ALONG THE NORTH LINE THEREOF 1772.79 FEET TO THE POINT OF BEGINNING OF SAID LINE; THENCE SOUTH 0°36'00" EAST 1959.79 FEET TO THE END OF SAID LINE. A/K/A: ALT KEY 1444756

LESS LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 1781, PAGE 1124, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

Legal Copied from Applicant submitted Survey dated July 11, 2024, digital seal Ralph A. Nieto, PSM License Number 6025.

EXHIBIT B



SITE DATA:

Parcel I.D. #:	08-19-27-0004-000-01001; 17-19-27-0001-000-01102; 00800; 04400; 05600
Property FLU:	MCR
Property Zoning:	Mixed Use Commercial/Residential
Gross Land Area:	41.17 acres
Less Lake Area:	0.54 acres
Right-of-Way Dedication:	0.00 acres
Commercial Development Tracts:	1.72 acres
Residential Developable Area:	38.91 acres
Impervious Surface Ratio Residential:	75%
Right-of-Way Area:	2.26 acres
Right-of-Way Dedication:	0.00 acres
Public Open Space Tracts:	13.00 acres
Private Open Space Tracts:	0.00 acres
Proposed Residential Units:	344 Single-Family Detached Units
Single Family Detached:	18 units
Front-Load Townhome:	120 units
Rear-Load Townhome:	206 units
Net Residential Density:	6.37 dwelling units/Residential Developable Acre
Minimum Living Area:	1,000 sqft. (Heated/cooled space)
Maximum Building Height:	22' (Townhouse Lot); 35' (House Lot)
Minimum Lot Depth:	N/A
Minimum Lot Width:	22' (Attached); 6,600 (Detached)
Maximum Lot Coverage:	70%
Minimum Open Space %:	25%

Setbacks:		
TOWNHOUSE LOT:	Rear:	10'
Front:		20' - 15' (porch setback)
Side:		0'
Side Street:		15'
HOUSE LOT:		
Front:		25'
Side:		5'
Side Street:		15'

TOWNHOUSE LOT (FRONT-LOADED):

Front:	20' - 15' (porch setback)
Side:	0'
Side Street:	15'
Rear:	10'

TOWNHOUSE LOT (REAR-LOADED):

Front:	15' - 10' (porch setback)
Side:	0'
Side Street:	10'
Alleyway:	20'

Garages:

Min. Area:	300 sqft. (12' x 18')
Door Size Requirement:	Min. 9' wide x 7' tall (mechanically operable)
Single Car Driveway Width:	Min. 12'; Max 20'
Double Car Driveway Width:	Min. 18'; Max 30'

Open Space Requirements:

Required Open Space (Residential 25%):	
38.91ac. * .25 = 9.73 acres (required)	
Open Space Provided:	
Tract OS-1 (OS):	6.74 acres
Tract OS-2:	4.39 acres
Tract WRA-1:	1.72 acres
Tract WRA-2:	2.23 acres
Total:	15.02 acres (9.73 required)

Major Street Setbacks:

S.R. 44 75' (setback from center line of S.R. 44)

Additional Notes:

1. Billboards and pole signs shall be prohibited.
2. There is Zone A flood encroachment proposed.
3. All stormwater facilities located on the subject property will be owned by the Homeowner's Association and will be created for maintenance and ownership of common area tracts as reflected in the tract table.

FUTURE LAND USE: MD
ZONING: PUD
EXISTING USE: RESIDENTIAL

5 Fire Protection will be provided by City of Eustis in accordance with the 2023 Florida Fire Prevention Code.

6. All construction access to the site will be from S.R. 44.

Water, Sewer and Solid Waste Demands:

Water Demand:
248 units * 300 gallons/day = 86,800 gallons/day

Sewer Demand:
248 units * 300 gallons/day = 74,400 gallons/day

Solid Waste Demand:
248 Units * 2.6 persons/unit * 4.3 Lb./person/day = 2,773 Lb/day

Recreation/Open Space Demand:
248 Units * 2.6 persons/unit * 3.0 ac/1,000 persons = 1.93 ac.

Off-Street Parking:

Required Parking:
Total Required Parking: 496
Provided Parking:
Front-Loaded Townhomes: 240 spaces (1 garage space, 1 driveway)
Rear-Loaded Townhomes: 300 spaces (2 garage spaces, 1 driveway)
Single-Family Detached: 54 spaces (2 garage spaces, 1 driveway)
On-Street & Designated Parking: 138 spaces
Designated Parking Lot Spaces Provided: 52 spaces

Phasing:

This project is to be developed in a multiple phase.

Traffic:

Single-Family Detached: 248 d.u. * 9.44 trips/d.u. = 2,341 A.D.T. (11th Edition)
Single-Family Residential: 248 d.u. * 0.94 PM Peak Hr/d.u. = 233 p.m. Peak Trips (11th Edition)

Stormwater Management:

Stormwater Management Facilities are maintained by the City of Eustis Land Development Code and the St. Johns River Water Management District.

School Age Population:

248 d.u. * .35 children/unit = 87 children

Needed Fire Flow (NFF): (Based on FFPC 2023 Edition Chapter 18 & Annex I)

Single-Family (Less than 5,000 sqft.): 1,000 gpm

| | | |

Doris Park Landing Preliminary Subdivision Plan

City of Eustis Florida Parcel I.D. # 08-19-27-0004-000-01901; 17-19-27-0001-000-00102; 00800; 04400; 05600

for

MC GROUP ENTERPRISES INC

by

G L SUMMITT
ENGINEERING INC

NOTES:
1. GARAGES: ALL SINGLE-FAMILY DWELLINGS, INCLUDING MOBILE HOMES, DUPLEXES, TRIPLEXES, ROW HOUSE AND THE LIKE, CONSTRUCTED AFTER THE EFFECTIVE DATE OF THIS SECTION SHALL POSSESS A GARAGE AS FOLLOWS:
   1.1. MINIMUM SIZE 300 SQUARE FEET (12 FEET x 18 FEET FOR AUTOMOBILE PARKING AND 12 FEET x 7 FEET FOR STORAGE.
   1.2. EQUIPPED WITH AN OPERATIONAL OVERHEAD DOOR WITH MINIMUM DIMENSIONS OF 9 FEET x 7 FEET, WHICH DOOR, WHEN CLOSED, CONCEALS THE INTERIOR OF THE GARAGE.
2. ALL LANDSCAPING SHALL CONFORM WITH SECTION 115.9 "GENERAL LANDSCAPE STANDARDS".

LEGAL DESCRIPTION:

Description (per ORB 872 PG 765–766, ORB 6116, PG 2430, ORB 1734, PG 2037):

PARCEL A:
FROM THE SOUTHEAST CORNER OF SECTION 8, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, RUN SOUTH 89°24'00" WEST ALONG THE SOUTH LINE OF THE SAID SECTION 8 TO A DISTANCE OF 1306.12 FOR A POINT OF BEGINNING, RUN THENCE NORTH 00°36'00" WEST 1306.90 FEET , MORE OR LESS, TO THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 8, THENCE RUN WEST ALONG THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 8 A DISTANCE OF 466.67 FEET; THENCE RUN SOUTH 00°36'00" EAST TO THE SOUTH LINE OF THE SAID SECTION 8, THENCE RUN NORTH 89°24' EAST A DISTANCE OF 466.67 FEET TO THE POINT OF BEGINNING.

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FROM THE NORTHEAST CORNER OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, RUN SOUTH 89°24'00" WEST ALONG THE NORTH LINE OF SAID SECTION 17 A DISTANCE OF 1306.12 FEET FOR A POINT OF BEGINNING. FROM SAID POINT OF BEGINNING RUN SOUTH 00°36'00" EAST 1959.79 FEET, THENCE RUN SOUTH 89°24'00" WEST 466.67 FEET, THENCE RUN NORTH 00°36'00" WEST 1959.79 FEET TO THE NORTH LINE OF SAID SECTION 17, THENCE RUN NORTH 89°24'00" EAST ALONG THE NORTH LINE OF SAID SECTION 17 A DISTANCE OF 466.67 FEET TO THE POINT OF BEGINNING.

LESS:
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TOGETHER WITH:
LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 6116, PAGES 2430–2431, OF THE PUBLIC RECORDS OF LAKE COUNTY FLORIDA, DESCRIBED AS FOLLOWS:

PARCEL C
THAT PART OF THE SOUTH 269.51 FEET OF THE NORTH 911.51 FEET OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LYING EAST OF THE EASTERLY RIGHT OF WAY LINE OF STATE ROAD S–44B, LESS THAT PART LYING EAST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF SAID SECTION 17, RUN WEST ALONG THE NORTH LINE OF SAID NE 1/4 A DISTANCE OF 2176.86 FEET FOR A POINT OF BEGINNING; RUN THENCE SOUTH 0°36'00"EAST 1959.79 FEET TO THE POINT OF TERMINUS. A/K/A: ALT KEY 2535628

PARCEL D
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PARCEL E
THAT PART OF THE SOUTH 322 FEET OF THE NORTH 642 FEET OF THE NORTHEAST 1/4 OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, IN LAKE COUNTY, FLORIDA, LYING EAST OF THE EASTERLY LINE OF THE RIGHT OF WAY OF STATE ROAD S44–B, LESS THAT PART THEREOF LYING EAST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF SAID SECTION 17, RUN WEST ALONG THE NORTH LINE THEREOF 1772.79 FEET TO THE POINT OF BEGINNING OF SAID LINE; THENCE SOUTH 0°36'00"EAST 1959.79 FEET TO THE END OF SAID LINE. A/K/A: ALT KEY 1444756
LESS LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 1781, PAGE 1124, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

WAIVER REQUEST:

1. A waiver is requested to Section 110-4.5 requiring a 20' Street/Front setback only for alley-loaded townhome buildings and allow a 15' Street/Front setback for alley-loaded townhome building.
   Justification: *The waiver is requested in order to allow alley-loaded townhomes to be pushed forward on the lot allowing for increased driveway depth to help mitigate vehicles extending into the alleyway.*
2. A waiver is requested to Section 102-25(b)(c) requiring construction to start within six month of final engineering/construction plan approval which shall be demonstrated by applying for and obtaining a building permit or site development permit and that extension request not to exceed 12 months provided the most recent land development regulations in effect at the time of city council considers the extension request.
   Justification: *A waiver is requested to allow the Development Services Director grant extensions to the approved final engineering/construction plans to accommodate the anticipated phasing timing reflected on the phasing plan included in the Preliminary Plat.*

Project Team

Owner
MC Group Enterprises Inc
2200 NW 102 Ave Unit 5b
DORAL, FL 33172
Ph:
Fx:

Developer
MC Group Enterprises Inc
2200 NW 102 Ave Unit 5b
DORAL, FL 33172
Ph:
Fx:

Surveyor
Nieto Land Surveying LLC
1728 N Ronald Reagan Blvd.
Longwood, FL 32750
Ph: (407) 636-8460
Fx: ()

Civil Engineer
G L Summitt Engineering, Inc.
3667 Simonton Place
Lake Mary, FL 32746
Ph: (407) 323-0705
Fx: (407) 992-8650

Landscape Architect
Ravensdale Planning & Design, Inc.
3208-C E. Colonial Dr.
#294
Orlando, FL 32803
Ph: (407) 647-1213
Fx:

Utilities

Drinking Water
City of Eustis
400 Morin St.
Eustis, FL 32726
Ph: (352) 357-2414
Fx: (352) 483-6138

Sanitary Sewer
City of Eustis
400 Morin St.
Eustis, FL 32726
Ph: (352) 357-2414
Fx: (352) 483-6138

Garbage Disposal
City of Eustis
400 Morin St.
Eustis, FL 32726
Ph: (352) 357-2414
Fx: (352) 483-6138

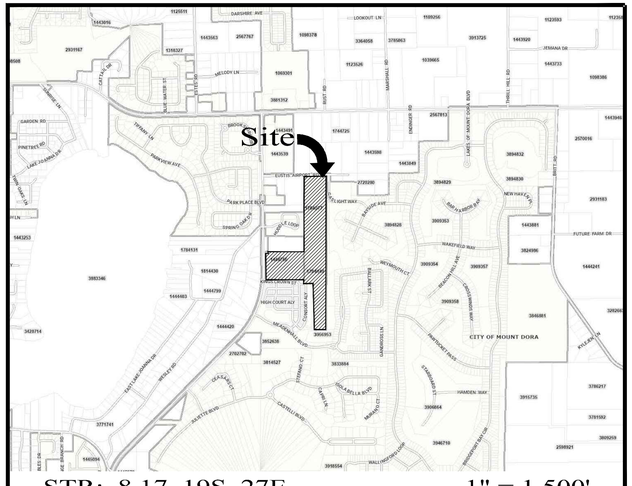
Reclaim Water
N/A

Electric Service
SECO Energy
P.O. Box 301
Sumterville, FL 33585
Ph: (352) 793-3801

Phone Provider
AT&T
1227 S. Division Ave.
Orlando, FL 34805
Ph: (407) 351-7100

Cable Provider
Spectrum Networks
100 Gordon St.
Sanford, FL 32771
Ph: (321) 805-3081

Vicinity Map



STR: 8,17, 19S, 27E 1" = 1,500'

Drawing Index

No.	Title	Revised
1	Coversheet	03-10-26
2	Symbols & Abbreviations	03-10-26
3-3c	Boundary & Tree Survey	03-10-26
4	Overall Site Plan	03-10-26
5	Open Space Rec. Plan	03-10-26
6	Phasing Plan	03-10-26
7	Planview Key Map	03-10-26
8-11	Detailed Site Plan(s)	03-10-26
12-15	Utility Plan(s)	03-10-26
16-19	Paving & Drainage Plan(s)	03-10-26
20-23	Fire Turning Plan(s)	03-10-26
24-27	Landscape Plans	03-10-26
28	Landscape Details	03-10-26
29-30	General Details	03-10-26
31-32	Architectural Elevations	03-10-26

PRELIMINARY NOT FOR CONSTRUCTION

G L SUMMITT
ENGINEERING INC
Office: Lake Mary
3667 Simonton Place
Lake Mary, Florida 32746
phone: 407-323-0705
fax: 407-992-8650
www.GLSeng.com

This item has been digitally signed and sealed by Geoffrey L. Summitt, P.E. on
Mar 24 2026

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

MC Group Enterprises, Inc.
2200 NW 102 AVE
UNIT 5B
Doral, FL 33172

Doris Park Landing Subdivision
City of Eustis, Florida

Preliminary Subdivision Plan

CoverSheet

Plans not valid unless Signed, Dated and Sealed below.

GEOFFREY L. SUMMITT, P.E.
FL Registration #58775
Certificate of Authorization #29665
Date: March 10, 2026

Digitally signed by Geoffrey L. Summitt
Date: 2026.03.24 16:14:20 -04'00'

NO.	DATE	DESCRIPTION
1	03-10-26	Revised per City Comments

SHEET NUMBER
1 OF 32

ABBREVIATIONS

A	
A	AREA
AB	ANCHOR BOLT
ABD	ABANDON(ED)
AC	ACRE(S)
AC-FT	ACRE FOOT/FEET
ACP	ASBESTOS CEMENT PIPE
ADDL	ADDITIONAL
ADT	AVERAGE DAILY TRAFFIC
AL	ALUMINUM
ALT	ALTERNATE
AM	BEFORE NOON
AMP	AMPERE(S)
APPROX	APPROXIMATE
ARV	AIR RELEASE VALVE
ARVV	AIR RELEASE VACUUM VALVE
ASPH	ASPHALT
ASSY	ASSEMBLY
AVE	AVENUE
AVG	AVERAGE
AZ	AZIMUTH
B	
BFP	BACKFLOW PREVENTER
BL	BASELINE
BLDG	BUILDING
BLVD	BOULEVARD
BM	BENCH MARK
BND	BOUNDARY
BO	BLOWOFF
BOC	BACK OF CURB
BOT	BOTTOM
BRG	BEARING
BS	BOTTOM OF SLOPE
BV	BUTTERFLY VALVE
C	
CAP	CAPACITY
CB	CATCH BASIN
CC	CENTER TO CENTER
CEM	CEMENT
CF	CUBIC FEET
CFM	CUBIC FEET PER MINUTE
CFS	CUBIC FEET PER SECOND
C&G	CURB AND GUTTER
CI	CAST IRON
CIP	CAST IRON PIPE
CJ	CONSTRUCTION JOINT
C/L	CENTER LINE
CLP	CONCRETE LIGHT POLE
CLR	CLEAR/CLEARANCE
CLS	CLASS
CM	CONCRETE MONUMENT
CMP	CORRUGATED METAL PIPE
CMPA	CORRUGATED METAL PIPE ARCH
CND	CONDUIT
CO.	COUNTY
CO	CLEANOUT
COL	COLUMN
COMP	COMPLETE
CONC	CONCRETE
CONN	CONNECTION
CONST	CONSTRUCT(ION)
CONT	CONTINUOUS
COORD	COORDINATE(S)
COR	CORNER
CPLG	COUPLING
CPP	CONCRETE POWER POLE
CS	CONTROL STRUCTURE
CTG	COATING
CTR	CENTER
CTV	CABLE TELEVISION
CULV	CULVERT
CY	CUBIC YARD
CYL	CYLINDER
D	
DBL	DOUBLE
DEG OR °	DEGREE
DEFL	DEFLECT(ION)
DEPT	DEPARTMENT
DET	DETAIL
DHWL	DESIGN HIGH WATER LEVEL
DI	DUCTILE IRON
DIA	DIAMETER
DIAG	DIAGONAL
DIM	DIMENSION
DIP	DUCTILE IRON PIPE
DISCH	DISCHARGE
DIST	DISTANCE
DMH	DROP MANHOLE
DN	DOWN
DRN	DRAIN
DWG	DRAWING
DWY	DRIVEWAY
E	
E	EAST
EA	EACH
EC	EDGE OF CONCRETE
ED	ENERGY DISSIPATOR
EF	EACH FACE
EFF	EFFLUENT
EG	EXISTING GRADE
E/L	EASEMENT LINE
ELB	ELBOW
ELEC	ELECTRIC
ELEV	ELEVATION
ELLIP	ELLIPSE/ELLIPTICAL
ENC	ENCASEMENT
ENG	ENGINEER(ING)
EOP	EDGE OF PAVEMENT
EQ	EQUAL/EQUATION
EQUIP	EQUIPMENT
EQUIV	EQUIVALENT
ESMT	EASEMENT
EST	ESTIMATE
EW	EACH WAY
EWL	ENDWALL
EXC	EXCAVATE/EXCAVATION
EXIST	EXISTING
EXP	EXPAND/EXPANSION
EXT	EXTEND/EXTENSION

F	
F&C	FRAME AND COVER
FD	FLOOR DRAIN
FDN	FOUNDATION
FDOT	FLORIDA DEPARTMENT OF TRANSPORTATION
FF	FINISHED FLOOR
FG	FINISHED GRADE
FH	FIRE HYDRANT
F&I	FURNISH AND INSTALL
FIG	FIGURE
FIN	FINISHED
FIT	FITTING
FL	FENCE LINE
FLR	FLOOR
FLEX	FLEXIBLE
FLG	FLANGE
FM	FORCE MAIN
FND	FOUND
FPH	FEET PER HOUR
FPM	FEET PER MINUTE
FPS	FEET PER SECOND
FT	FEET/FOOT
FTG	FOOTING
G	
GA	GAUGE
GAL	GALLON
GALV	GALVANIZED
GM	GAS MAIN
GPD	GALLONS PER DAY
GPH	GALLONS PER HOUR
GPM	GALLONS PER MINUTE
GPS	GALLONS PER SECOND
GR	GUARD RAIL
GRD	GROUND/GRADE
GSP	GALVANIZED STEEL PIPE
GV	GATE VALVE
GV&B	GATE VALVE AND BOX
GW	GUY WIRE
GWT	GROUND WATER TABLE
H	
HB	HOSE BIBB
HDPE	HIGH DENSITY POLYETHYLENE
HDW	HARDWARE
HORIZ	HORIZONTAL
HP	HORSEPOWER
HR	HOUR
HT	HEIGHT
HW	HEADWALL
HWL	HIGH WATER LEVEL
HWY	HIGHWAY
HYD	HYDRAULIC
I	
I-4	INTERSTATE HIGHWAY
IA	INTERSECTION ANGLE
ID	INSIDE DIAMETER
IF	INSIDE FACE
IN	INCHES
INL	INLET
INS	INSERT
INST	INSTALL
IP	IRON PIPE
IR	IRON ROD
INT	INTERSECT/INTERSECTION
INV	INVERT
J	
JB	JUNCTION BOX
JCT	JUNCTION
JST	JOIST
JT	JOINT
L	
L	LENGTH
LAT	LATITUDE
LATL	LATERAL
LB	POUND
LF	LINEAR FEET/FOOT
LG	LONG
LIM	LIMIT(S)
LP	LIGHT POLE
LONG	LONG
LT	LEFT
LWL	LOW WATER LEVEL
M	
MAINT	MAINTENANCE
MATL	MATERIAL
MAX	MAXIMUM
MECH	MECHANICAL
ME	MITERED END
MFR	MANUFACTURER
MGD	MILLION GALLONS PER DAY
MH	MANHOLE
MHC	MANHOLE COVER
MHWL	MEAN HIGH WATER LEVEL
MIN	MINIMUM
MISC	MISCELLANEOUS
MJ	MECHANICAL JOINT
MLP	METAL LIGHT POLE
MLWL	MEAN LOW WATER LEVEL
MON	MONUMENT
MPH	MILES PER HOUR
MSL	MEAN SEA LEVEL
MTG	MOUNTING
N	
NORTH	NORTH
N	NORTH
NA	NOT APPLICABLE
N&C	NAIL AND CAP
NE	NORTHEAST
NG	NATURAL GROUND
NIC	NOT IN CONTRACT
NO OR #	NUMBER
NOM	NOMINAL
NTS	NOT TO SCALE
NW	NORTHWEST
NWL	NORMAL WATER LEVEL
O	
OC	ON CENTER
OD	OUTSIDE DIAMETER
OE	OR EQUAL
OPNG	OPENING
OPP	OPPOSITE
ORCP	OVAL REINFORCED CONCRETE PIPE
OS	OUTFALL STRUCTURE
OVFL	OVERFLOW
OVHD	OVERHEAD

P	
PC	POINT OF CURVATURE
PCC	POINT OF COMPOUND CURVATURE
PEP	POLYETHYLENE PIPE
PFGP	PROFILE GRADE POINT
PI	POINT OF INTERSECTION
P/L	PROPERTY LINE
POB	POINT OF BEGINNING
POJ	PUSH ON JOINT
PP	POWER POLE
PR	PHONE RISER
PRC	POINT OF REVERSE CURVATURE
PRESS	PRESSURE
PROJ	PROJECT
PROP	PROPOSED
PRVC	POINT OF REVERSE VERTICAL CURVE
PSF	POUNDS PER SQUARE FOOT
PSI	POUNDS PER SQUARE INCH
PT	POINT OF TANGENCY
PVC	POLYVINYL CHLORIDE
PVMT	PAVEMENT
PWR	POWER
Q	
Q	FLOW RATE
R	
R	RADIUS
RCP	REINFORCED CONCRETE PIPE
RCPA	REINFORCED CONCRETE PIPE ARCH
RD	ROAD
RDY	ROADWAY
RED	REDUCER
REF	REFERENCE
REINF	REINFORCE(D)
REQD	REQUIRED
REV	REVISE/REVISION
RPM	REVOLUTIONS PER MINUTE
RR	RAILROAD
RT	RIGHT
RV	RELIEF VALVE
R/W	RIGHT-OF-WAY
RWM	REUSE WATER MAIN
S	
S	SOUTH
SAN	SANITARY SEWER
SB	SPLASH BLOCK
SCH	SCHEDULE
SD	SIDE DRAIN
SDN	SHELF DRAIN
SE	SOUTHEAST
SEC	SECONDS
SECT	SECTION
SH	SHEET
SHGWT	SEASONAL HIGH GROUND WATER TABLE
SIM	SIMILAR
S/L	SETBACK LINE
SL	SLOPE
SM	SHEET METAL
SPEC	SPECIFICATION(S)
SQ	SQUARE
SQ IN	SQUARE INCH(ES)
SQ FT	SQUARE FOOT/FEET
SQ YD	SQUARE YARD(S)
SR	STATE ROAD
SS	STAINLESS STEEL
ST	STREET
STA	STATION
STD	STANDARD
STL	STEEL
STR	STRUCTURE
STS	STORM SEWER
SUP	SUPPORT
SUSP	SUSPEND/SUSPENSION
SVC	SERVICE
SW	SOUTHWEST
SWK	SIDEWALK
SYM	SYMBOL(S)
SYMM	SYMMETRICAL
SYS	SYSTEM
T	
T	TANGENT
TB	TURFBLOCK
T&B	TOP AND BOTTOM
TBM	TEMPORARY BENCH MARK
TC	TIME OF CONCENTRATION
TD	TRENCH DRAIN
TDH	TOTAL DYNAMIC HEAD
TECH	TECHNICIAN/TECHNICAL
TEMP	TEMPORARY
TL	TERMINAL LAMPHOLE
TOB	TOP OF BANK
TOC	TOP OF CURB
TOS	TOE OF SLOPE
TOT	TOTAL
TS	TOP OF SLOPE
TWP	TOWNSHIP
TYP	TYPICAL
U	
UD	UNDERDRAIN
UG	UNDERGROUND
UON	UNLESS OTHERWISE NOTED
UTC	UNDERGROUND TELEPHONE CABLE
V	
VB	VALVE BOX
VC	VERTICAL CURVE
VCP	VITRIFIED CLAY PIPE
VERT	VERTICAL
VPC	VERTICAL POINT OF CURVE
VPI	VERTICAL POINT OF INTERSECTION
VPT	VERTICAL POINT OF TANGENCY
W	
W	WEST
W/	WITH
WM	WATER MAIN
W/O	WITHOUT
WP	WATER/WEATHER PROOF
WPP	WOOD POWER POLE
WS	WATER SURFACE
WSWT	WET SEASON WATER TABLE
WT	WEIGHT
WV	WATER VALVE
WWF	WELDED WIRE FABRIC
WWM	WELDED WIRE MESH
Y	
YD	YARD
YR	YEAR
MISC.	
&	AND
@	AT
△	DELTA

EXISTING SYMBOLS

LINES

- CENTER LINE
- WIRE FENCE
- CHAIN LINK FENCE
- WOOD FENCE
- GUARDRAIL
- EXISTING PLATS
- RETAINING WALL
- R/W — RIGHT-OF-WAY LINE
- SHORELINE
- SWALE
- BUILDING LINE
- CONTOURS (81 / 80)
- RAILROAD TRACKS
- GAS — GAS MAIN
- UE — UNDERGROUND ELECTRIC
- UGT — UNDERGROUND TELEPHONE
- OVERHEAD ELECTRIC
- OVERHEAD TELEPHONE
- CTV — UNDERGROUND CABLE TELEVISION
- EASEMENT

SANITARY

- SANITARY SEWER LINE
- CLEANOUT
- FM — FORCE MAIN
- MANHOLE

WATER & REUSE WATER

- 6"WM — WATER MAIN 6" PVC PIPE
- RM — REUSE WATER MAIN
- BACKFLOW PREVENTOR
- WATER VALVE
- FIRE HYDRANT
- WATER METER

STORM DRAIN

- STORM SEWER
- MANHOLE
- MITERED END
- STORM INLET
- FDOT TYPE 6 INLET
- FDOT TYPE 1 INLET
- FDOT TYPE 2 INLET
- FDOT TYPE 3 INLET
- FDOT TYPE 4 INLET
- FDOT TYPE 5 INLET

HIGHWAY & UTILITIES

- BENCHMARK
- RECOVERED 4x4 CM
- SET 4x4 CM
- SET IRON ROD
- RECOVERED IRON ROD
- CONCRETE
- 520 — COUNTY ROADS
- 95 — INTERSTATE ROADS
- 301 — STATE ROADS
- WOOD AND/OR METAL LIGHT POLE
- CONCRETE LIGHT POLE
- YARD LIGHT
- MISCELLANEOUS SIGN
- 16 15 / 21 22 — SECTION CORNER
- EDGE OF PAVEMENT W/O CURB
- EDGE OF PAVEMENT W/CURB
- GUY POLE
- WOOD UTILITY POLE
- CONCRETE UTILITY POLE
- ELECTRIC MANHOLE
- TELEPHONE MANHOLE
- TELEPHONE RISER
- ELECTRIC BOX / TRANSFORMER
- WELL
- MONITORING WELL
- DUMPSTER
- RR CROSSING SIGN
- RR CROSSING GATE
- TRAFFIC SIGNAL POLE
- SATALITE DISH
- GUY WIRE
- HANDICAP PARKING
- 99.50 — SPOT ELEVATION
- BRICK PAVERS
- DIRT ROAD
- 8" MAPLE TREE
- 8" OAK TREE
- 8" PINE TREE
- 8" PALM TREE
- 8" MISC. TREE

PROPOSED SYMBOLS

LINES

- BOUNDARY
- CONSERVATION SETBACK
- CENTER LINE
- CHAIN LINK FENCE
- CONTOUR (81 / 80)
- EASEMENT
- FENCE
- GUARDRAIL
- LOT LINE
- P/L — PROPERTY LINE
- RETAINING WALL
- R/W — RIGHT-OF-WAY LINE
- SETBACK LINE
- SHORELINE
- SWALE
- TREE LINE

SANITARY

- 100 LF SAN 8 PVC 0.40% — 100 LINEAR FEET SANITARY 8" PVC PIPE @ 0.40% SLOPE
- CLEANOUT
- DOUBLE SANITARY SERVICE
- FM — FORCE MAIN
- MANHOLE

WATER & REUSE WATER

- WM — WATER MAIN
- 11 1/2° BEND
- 22 1/2° BEND
- 45° BEND
- 90° BEND
- TEE
- CROSS
- CHECK VALVE
- DOUBLE DETECTOR CHECK VALVE
- DOUBLE WATER SERVICE
- GATE VALVE
- FIRE HYDRANT
- M — METER
- REDUCER
- BLOWOFF
- BACKFLOW PREVENTER
- SP 2 — SAMPLE POINT
- UNDERDRAIN CEANOUT
- RM — RECLAIMED WATER MAIN
- REUSE WATER SYSTEM CONNECTION
- DOUBLE REUSE WATER SERVICE

STORM DRAIN

- 100 LF STS 24 RCP @ 0.20% — 100 LINEAR FEET STORM PIPE 24" REINFORCED CONCRETE PIPE @ 0.20%
- UNDERDRAIN 6" PVC PIPE
- DRAINAGE FLOW DIRECTION
- FDOT INLET TYPE 1
- FDOT INLET TYPE 2
- FDOT INLET TYPE 3
- FDOT INLET TYPE 4
- FDOT INLET TYPE 5
- FDOT INLET TYPE 6
- MANHOLE
- MITERED END SECTION
- SLOPE DIRECTION ARROW FOR POND SIDE SLOPE
- 000.00 — SPOT ELEVATION
- STORM INLET

HIGHWAY & UTILITIES

- BOUND CORNER
- CONCRETE
- 520 — COUNTY ROADS
- 901 / 24 — DETAIL REFERENCE
- DUMPSTER PAD
- FF=98.76 / TYPE A — FINISHED FLOOR ELEVATION W/ FHA LOT TYPE
- GUY POLE
- HANDICAP PARKING
- 95 — INTERSTATE ROADS
- LIGHT POLE
- SIGNS
- 16 15 / 21 22 — SECTION CORNER
- 50 — STATE ROADS
- SILT FENCE
- TRAFFIC FLOW PAVEMENT MARKING
- UTILITY POLE
- BLDG OR STRUCTURE
- TYPE F CURB & GUTTER
- MIAMI CURB
- 901 / 24 — CROSS SECTION DETAIL

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MC Group Enterprises, Inc.
2200 NW 102 AVE
UNIT 5B
Doral, FL 33172

Doris Park
Landing Subdivision
City of Eustis, Florida

Preliminary
Subdivision Plan

Symbols

Plans not valid unless Signed, Dated and Sealed below.

GEOFFREY L. SUMMITT, P.E.
Date: March 10, 2026
FL Registration #58775
Certificate of Authorization #29665

Revisions

NO.	DATE	DESCRIPTION
1	10/07/25	Revised Per City Comments
2	03/10/26	Revised Per City Comments
3	—	—
4	—	—
5	—	—
6	—	—
7	—	—
8	—	—
9	—	—
10	—	—

SHEET NUMBER
2 OF 32

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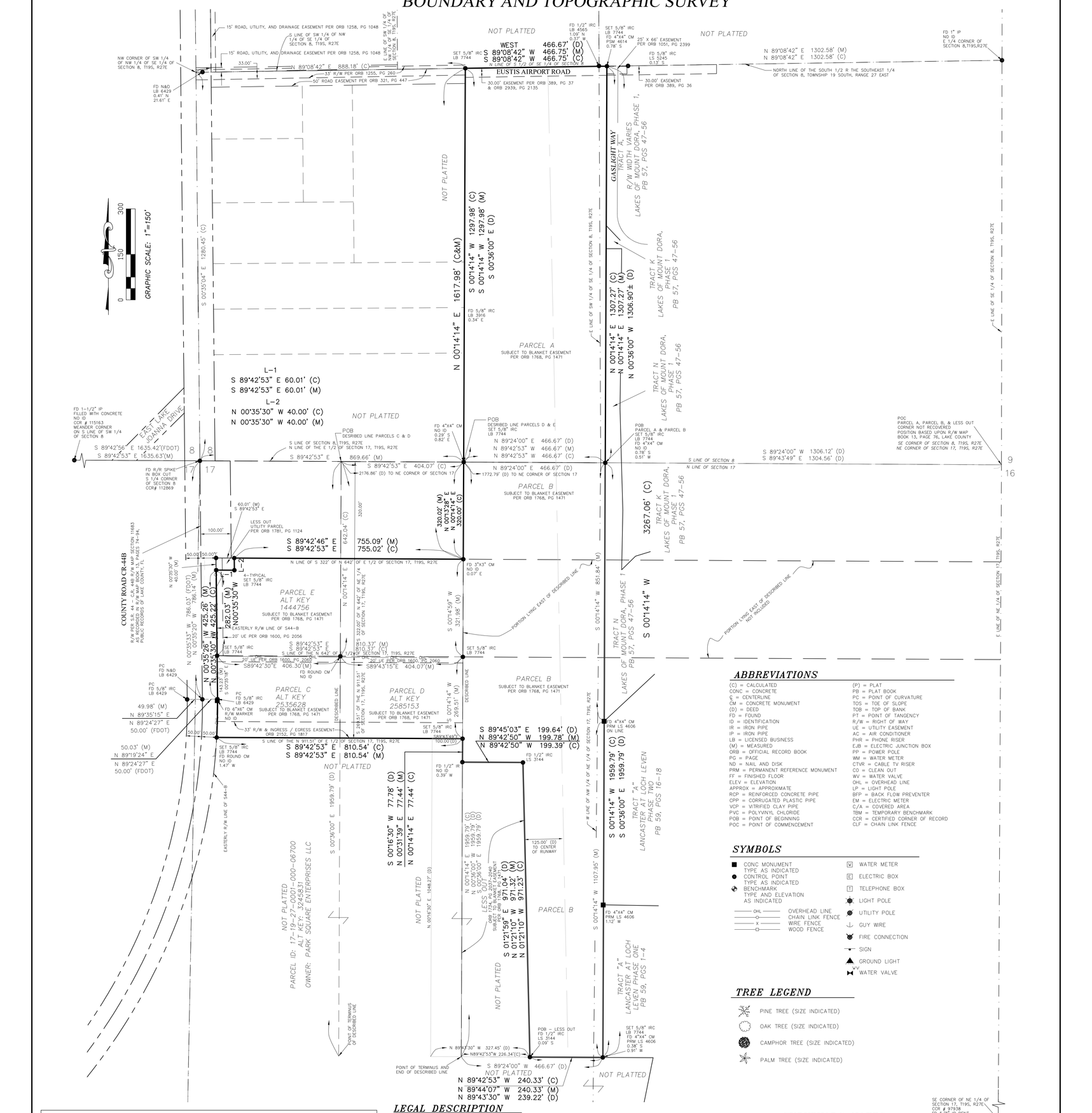
BOUNDARY AND TOPOGRAPHIC SURVEY



ABBREVIATIONS

(C) = CALCULATED
CONC = CONCRETE
℄ = CENTERLINE
CM = CONCRETE MONUMENT
(D) = DEED
FD = FOUND
ID = IDENTIFICATION
IR = IRON PIPE
IP = IRON PIPE
LB = LICENSED BUSINESS
(M) = MEASURED
ORB = OFFICIAL RECORD BOOK
PG = PAGE
ND = NAIL AND DISK
PRM = PERMANENT REFERENCE MONUMENT
FF = FINISHED FLOOR
ELEV = ELEVATION
APPROX = APPROXIMATE
RCP = REINFORCED CONCRETE PIPE
CPP = CORRUGATED PLASTIC PIPE
VCP = VITRIFIED CLAY PIPE
PVC = POLYVINYL CHLORIDE
POB = POINT OF BEGINNING
POC = POINT OF COMMENCEMENT
(P) = PLAT
PB = PLAT BOOK
PC = POINT OF CURVATURE
TOS = TOE OF SLOPE
TOB = TOP OF BANK
PT = POINT OF TANGENCY
R/W = RIGHT OF WAY
UE = UTILITY EASEMENT
AC = AIR CONDITIONER
PHR = PHONE RISER
EJB = ELECTRIC JUNCTION BOX
PP = POWER POLE
WM = WATER METER
CTVR = CABLE TV RISER
CO = CLEAN OUT
WV = WATER VALVE
OHL = OVERHEAD LINE
LP = LIGHT POLE
BFP = BACK FLOW PREVENTER
EM = ELECTRIC METER
C/A = COVERED AREA
TBM = TEMPORARY BENCHMARK
COR = CERTIFIED CORNER OF RECORD
CLF = CHAIN LINK FENCE

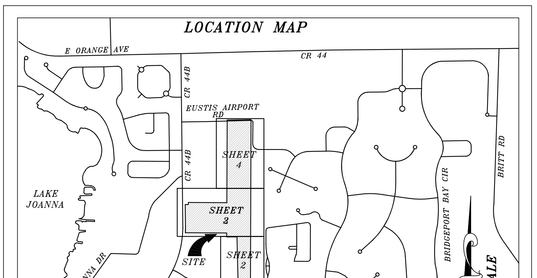
SYMBOLS

CONC MONUMENT TYPE AS INDICATED
CONTROL POINT TYPE AS INDICATED
BENCHMARK TYPE AND ELEVATION AS INDICATED
OHL — OVERHEAD LINE
CHAIN LINK FENCE
WIRE FENCE
WOOD FENCE
WATER METER
ELECTRIC BOX
TELEPHONE BOX
LIGHT POLE
UTILITY POLE
GUY WIRE
FIRE CONNECTION
SIGN
GROUND LIGHT
WATER VALVE

TREE LEGEND

PINE TREE (SIZE INDICATED)
OAK TREE (SIZE INDICATED)
CAMPHOR TREE (SIZE INDICATED)
PALM TREE (SIZE INDICATED)

LOCATION MAP



SHEET 1 OF 4
NOT VALID WITHOUT
SHEET 2, 3, AND 4

SHEET 1 - BOUNDARY INFORMATION
SHEET 2 - TOPOGRAPHIC INFORMATION
SHEET 3 - TOPOGRAPHIC INFORMATION
SHEET 4 - TOPOGRAPHIC INFORMATION

LEGAL DESCRIPTION

Description (per ORB 872 PG 765–766, ORB 6116, PG 2430, ORB 1734, PG 2037):

PARCEL A:
FROM THE SOUTHEAST CORNER OF SECTION 8, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, RUN SOUTH 89°24'00" WEST ALONG THE SOUTH LINE OF THE SAID SECTION 8 TO A DISTANCE OF 1306.12 FOR A POINT OF BEGINNING, RUN THENCE NORTH 00°36'00" WEST 1306.90 FEET , MORE OR LESS, TO THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 8, THENCE RUN WEST ALONG THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHEAST 1/4 OF SAID SECTION 8 A DISTANCE OF 466.67 FEET; THENCE RUN SOUTH 00°36'00" EAST TO THE SOUTH LINE OF THE SAID SECTION 8, THENCE RUN NORTH 89°24' EAST A DISTANCE OF 466.67 FEET TO THE POINT OF BEGINNING.

PARCEL B:
FROM THE NORTHEAST CORNER OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, RUN SOUTH 89°24'00" WEST ALONG THE NORTH LINE OF SAID SECTION 17 A DISTANCE OF 1,306.12 FEET FOR A POINT OF BEGINNING. FROM SAID POINT OF BEGINNING RUN SOUTH 00°36'00" EAST 1959.79 FEET, THENCE RUN SOUTH 89°24'00" WEST 466.67 FEET, THENCE RUN NORTH 00°36'00" WEST 1959.79 FEET TO THE NORTH LINE OF SAID SECTION 17, THENCE RUN NORTH 89°24'00" EAST ALONG THE NORTH LINE OF SAID SECTION 17 A DISTANCE OF 466.67 FEET TO THE POINT OF BEGINNING.

LESS:
LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1734, PAGES 2037–2040, OF THE PUBLIC RECORDS OF LAKE COUNTY FLORIDA.

TOGETHER WITH:
LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 6116, PAGES 2430–2431, OF THE PUBLIC RECORDS OF LAKE COUNTY FLORIDA, DESCRIBED AS FOLLOWS:

PARCEL C
THAT PART OF THE SOUTH 269.51 FEET OF THE NORTH 911.51 FEET OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LYING EAST OF THE EASTERLY RIGHT OF WAY LINE OF STATE ROAD S-448, LESS THAT PART LYING EAST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF SAID SECTION 17, RUN WEST ALONG THE NORTH LINE OF SAID NE 1/4 A DISTANCE OF 2176.86 FEET FOR A POINT OF BEGINNING; RUN THENCE SOUTH 0°36'00" EAST 1959.79 FEET TO THE POINT OF TERMINUS. A/K/A: ALT KEY 2535628

PARCEL D
THAT PART OF THE SOUTH 269.51 FEET OF THE NORTH 911.51 FEET OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LYING EAST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF THE SAID SECTION 17, RUN WEST ALONG THE NORTH LINE OF SAID NE 1/4 A DISTANCE OF 2176.86 FEET FROM A POINT OF BEGINNING; RUN THENCE SOUTH 0°36'00" EAST 1959.79 FEET TO THE POINT OF TERMINUS AND LYING WEST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF SAID CORNER OF SAID SECTION 17, RUN WEST ALONG THE NORTH LINE OF SAID NE 1/4 A DISTANCE OF 1772.79 FEET FOR A POINT OF BEGINNING; RUN THENCE SOUTH 0°36'00" EAST 1959.79 FEET TO THE POINT OF TERMINUS. A/K/A: ALT KEY 2585153

PARCEL E
THAT PART OF THE SOUTH 322 FEET OF THE NORTH 642 FEET OF THE NORTHEAST 1/4 OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, IN LAKE COUNTY, FLORIDA, LYING EAST OF THE EASTERLY LINE OF THE RIGHT OF WAY OF STATE ROAD S44–B, LESS THAT PART THEREOF LYING EAST OF THE FOLLOWING DESCRIBED LINE: FROM THE NORTHEAST CORNER OF SAID SECTION 17, RUN WEST ALONG THE NORTH LINE THEREOF 1772.79 FEET TO THE POINT OF BEGINNING OF SAID LINE; THENCE SOUTH 0°36'00" EAST 1959.79 FEET TO THE END OF SAID LINE. A/K/A: ALT KEY 1444756
LESS LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 1781, PAGE 1124, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

TITLE REVIEW

THIS SURVEY NOTES OR SHOWS THE FOLLOWING MATTERS AS LISTED IN COMMITMENT FOR TITLE INSURANCE PREPARED BY OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NO. 1490759 HAVING AN EFFECTIVE DATE OF JANUARY 30, 2024 AT 11:00 PM. REVIEW COMMENTS APPEAR IN BOLD TEXT FOLLOWING THE NOTED EXCEPTION.

5. RIGHT OF WAY EASEMENT IN FAVOR OF SUMTER ELECTRIC COOPERATIVE, INC. RECORDED IN O.R. BOOK 603, PAGE 720, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. **(AFFECTS PARCELS C, D, E AND OFF–SITE PARCELS – BLANKET IN NATURE)**
6. NON–EXCLUSIVE EASEMENT DEED IN FAVOR OF THE CITY OF EUSTIS RECORDED IN O.R. BOOK 1600, PAGE 2056, O.R. BOOK 1600, PAGE 2060, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. **(AFFECTS PARCELS C, D AND E – SHOWN HEREON)**
7. DEVELOPMENT AGREEMENT RECORDED IN O.R. BOOK 1768, PAGE 1471 **(AFFECTS SITE – SHOWN HEREON)**, AS AFFECTED BY RESOLUTION NUMBER 22–08 RECORDED IN O.R. BOOK 5881, PAGE 1037, **(OFF–SITE – NOT SHOWN)**, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.
8. GRANT OF EASEMENT RECORDED IN O.R. BOOK 2152, PAGE 1817, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. **(AFFECTS PARCELS C AND D – SHOWN HEREON)**
9. ORDINANCE NUMBERS 23–12, 23–13, 2314 RECORDED IN O.R. BOOK 6196, PAGE 433, O.R. BOOK 6196, PAGE 438, O.R. BOOK 6196, PAGE 443, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA. **(AFFECTS PARCELS C, D AND E – BLANKET IN NATURE, NOT SHOWN)**

SURVEYORS NOTES

– BEARINGS BASED ON THE NORTH LINE OF SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST AS BEING S 89°42'53" E (AN ASSUMED DATUM PER GRID NORTH, FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE DERIVED FROM A PRIVATE NETWORK SOLUTION).
– NO UNDERGROUND UTILITIES, FOUNDATIONS OR IMPROVEMENTS HAVE BEEN LOCATED, EXCEPT AS SHOWN HEREON.
– SYMBOLS ARE NOT TO SCALE.
– THIS SURVEY DOES NOT DETERMINE OWNERSHIP OF FENCES. FENCES ARE GRAPHICAL IN NATURE AND NOT TO SCALE. FENCE TIES ARE AS SHOWN HEREON.
– ELEVATIONS SHOWN HEREON ARE BASED UPON AND MATCHED TO NGS BENCHMARK DESIGNATION # 468, HAVING A PUBLISHED ELEVATION OF 167.14, NORTH AMERICAN VERTICAL DATUM OF 1988, (NAVD 88).
– SITE BENCHMARKS ARE AS SHOWN.
– BASED ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP PANEL NO. 12069C0357E HAVING A REVISION DATE OF DECEMBER 18, 2012 AND MAP PANEL NO. 12069C0359E HAVING A REVISION DATE OF DECEMBER 18, 2012, THE PROPERTY SHOWN HEREON LIES IN BOTH AREA "A", A SHADED AREA DETERMINED TO BE INSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN WITH A UNDETERMINED BASE FLOOD ELEVATION AND UNSHADED ZONE "X", AN AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN. THE ABOVE STATEMENT IS FOR INFORMATION ONLY AND THIS SURVEYOR ASSUMES NO LIABILITY FOR THE CORRECTNESS OF THE CITED MAP. IN ADDITION, THE ABOVE STATEMENT DOES NOT REPRESENT THE SURVEYORS OPINION OF THE PROBABILITY OF FLOODING.
– THE SCALE FOR THE MAP/DRAWING SHOWN HEREON IS 1"=150' FOR SHEET 1 AND 1"=50' FOR SHEETS 2, 3, and 4 AND IS INTENDED TO BE DISPLAYED ON A 24"X36" SIZED SHEET. ANY OTHER SHEET SIZE WILL ALTER THE SCALE OF THE DRAWING. COPIES AND REPRODUCTIONS MADE FROM PRINTS WILL/MAY ALTER THE SCALE OF THE DRAWING AS WELL.
– EASEMENT DESCRIPTION IN ORB 1600, PG 2056, HAS A DISTANCE OF 904.07' THAT SHOULD BE 404.07'
– ORB 872, PGS 765–766, HAS CORRECT FIRST COURSE DISTANCE OF 1306.12' FOR PARCEL A.
– THE SUBJECT PROPERTY SHOWS SIGNS OF APPARENT PHYSICAL USE BY ADJOINING OWNERS TO CROSS OVER, ACCESS AND ENTER THE PROPERTY. NO DEEDS OR EASEMENTS HAVE BEEN FOUND BY THIS FIRM OR PROVIDED BY THE OWNER TO ADDRESS THIS MATTER.
– TOTAL AREA SURVEYED: 1,793,153.94 SQUARE FEET OR 41.17 ACRES ±.

DocuSigned by:

Surveyors Certification:

I hereby certify that this survey shown hereon was made in accordance with the "Standards of Practice" for land surveying in the State of Florida Chapter 5J–17–.050 to 0.052 Florida Administrative Code, pursuant to Chapters 177 and 472, Florida Statutes and is not valid without either the original signature and raised seal or an authorized electronic signature and seal (5J–17.062(3) F.A.C.) of a Florida Licensed Professional Surveyor and Mapper.

DocuSigned by:
BBE6A55497C741E...
7/11/2024

Digitally Signed and Authorized by Ralph A. Nieto PSM No. 6025

PREPARED FOR:

MC Group Enterprises, Inc.
Eustis, FL

NO.	DATE	REVISIONS

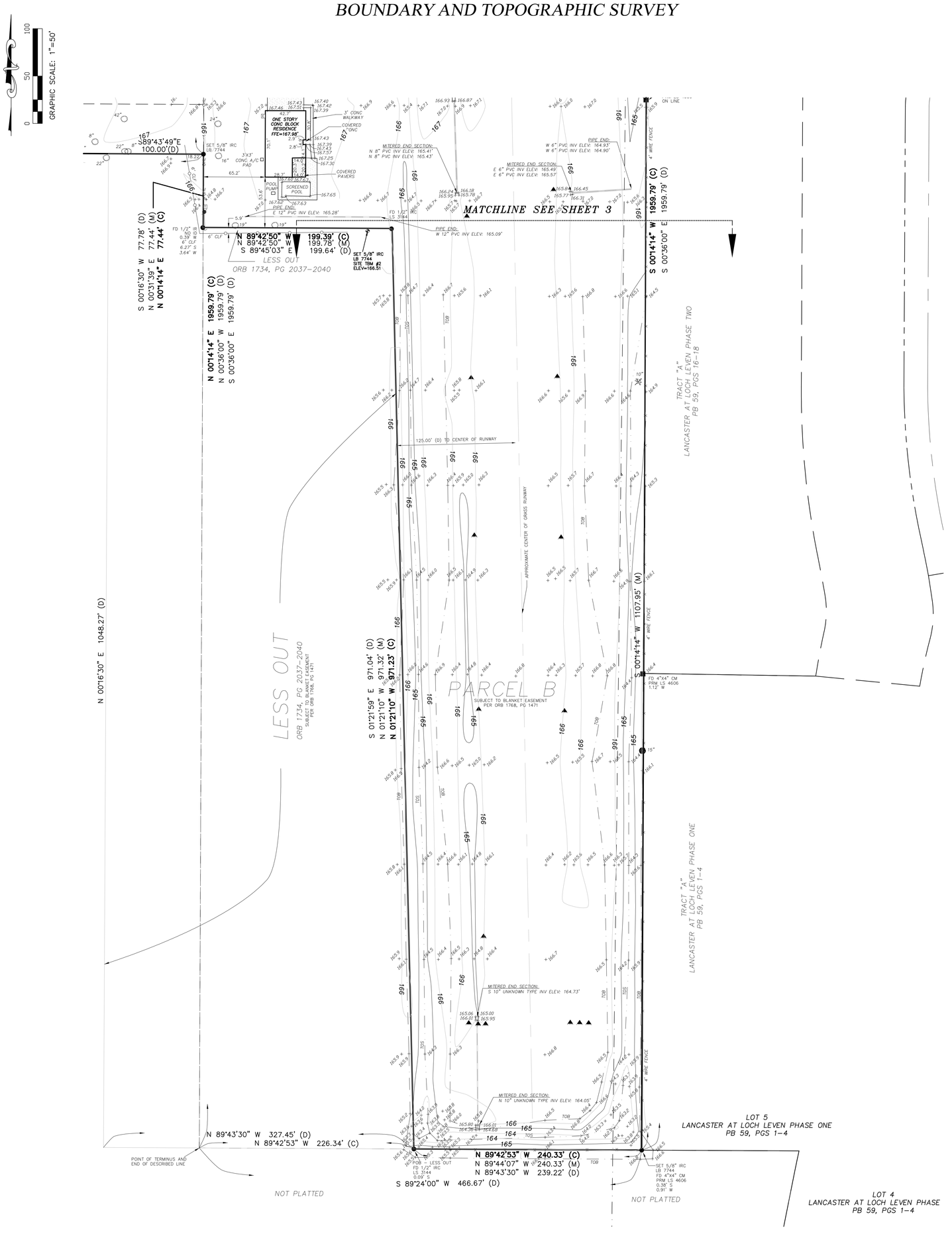
FIELD BY: BP/WB /CB	FIELD DATE: 07/05/24
DRAWN BY: CS	ORDER NO.: NW24–167
SCALE: 1"=50'	SHEET: 1 OF 4

Nieto Land Surveying LLC
1728 N. Ronald Reagan Blvd., Longwood, FL 32750
PH: (407) 636-8460
LB No. 7744

115
Form 5.1

Docusign Envelope ID: B5361672-1264-4B8F-AA11-D57059297903

BOUNDARY AND TOPOGRAPHIC SURVEY



ABBREVIATIONS

(C) = CALCULATED
CONC = CONCRETE
℄ = CENTERLINE
CM = CONCRETE MONUMENT
(D) = DEED
FD = FOUND
ID = IDENTIFICATION
IR = IRON PIPE
IP = IRON PIPE
LB = LICENSED BUSINESS
(M) = MEASURED
ORB = OFFICIAL RECORD BOOK
PG = PAGE
ND = NAIL AND DISK
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ELEV = ELEVATION
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RCP = REINFORCED CONCRETE PIPE
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POB = POINT OF BEGINNING
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AC = AIR CONDITIONER
PHR = PHONE RISER
EJB = ELECTRIC JUNCTION BOX
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EM = ELECTRIC METER
C/A = COVERED AREA
TBM = TEMPORARY BENCHMARK
COR = CERTIFIED CORNER OF RECORD
CLF = CHAIN LINK FENCE

SYMBOLS

CONC MONUMENT
TYPE AS INDICATED
CONTROL POINT
TYPE AS INDICATED
BENCHMARK
TYPE AND ELEVATION
AS INDICATED
OHL — OVERHEAD LINE
CHAIN LINK FENCE
X — WIRE FENCE
WOOD FENCE
WATER METER
ELECTRIC BOX
TELEPHONE BOX
LIGHT POLE
UTILITY POLE
GUY WIRE
FIRE CONNECTION
SIGN
GROUND LIGHT
WATER VALVE

TREE LEGEND

PINE TREE (SIZE INDICATED)
OAK TREE (SIZE INDICATED)
CAMPHOR TREE (SIZE INDICATED)
PALM TREE (SIZE INDICATED)

SHEET 2 OF 4
NOT VALID WITHOUT
SHEET 1, 3, AND 4

SHEET 1 - BOUNDARY INFORMATION
SHEET 2 - TOPOGRAPHIC INFORMATION
SHEET 3 - TOPOGRAPHIC INFORMATION
SHEET 4 - TOPOGRAPHIC INFORMATION

PREPARED FOR:
MC Group Enterprises, Inc.
Eustis, FL

NO.	DATE	REVISIONS

FIELD BY: BP/WB /CB	FIELD DATE: 07/05/24
DRAWN BY: CS	ORDER NO.: NW24-167
SCALE: 1"=50'	SHEET: 2 OF 4

Nieto Land Surveying LLC
1728 N. Ronald Reagan Blvd., Longwood, FL 32750
PH: (407) 636-8460
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116
mm 5.1

Docusign Envelope ID: B5361672-1264-4B8F-AA11-D57059297903

GRAPHIC SCALE: 1"=50'
0 50 100

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- CONTROL POINT TYPE AS INDICATED
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- TELEPHONE BOX
- LIGHT POLE
- UTILITY POLE
- GUY WIRE
- FIRE CONNECTION
- SIGN
- GROUND LIGHT
- WATER VALVE

TREE LEGEND

- PINE TREE (SIZE INDICATED)
- OAK TREE (SIZE INDICATED)
- CAMPHOR TREE (SIZE INDICATED)
- PALM TREE (SIZE INDICATED)

MATCHLINE SEE SHEET 4

L-1
S 89°42'53" E 60.01' (C)
S 89°42'53" E 60.01' (M)

L-2
N 00°35'30" W 40.00' (C)
N 00°35'30" W 40.00' (M)

NOT PLATTED
PARCEL ID: 17-19-27-0001-000-04300
ALT KEY 1708699
OWNER: EUSTIS FL CONGREGATION OF JEHOVAH'S WITNESSES

S 89°42'46" E 755.09' (M)
S 89°42'53" E 755.02' (C)
N LINE OF S 322' OF N 642' OF E 1/2 OF SECTION 17, T19S, R27E

N 00°13'28" E 320.02' (M)
N 00°14'14" E 320.00' (C)

N 00°14'14" E 642.04' (C)

S 00°14'59" W 321.98' (M)

S 00°14'14" W 851.84' (M)
S 00°14'14" W 3267.06' (C)

ALUMINUM HANGAR FFE= 167.39'

ALUMINUM HANGAR FFE= 167.42'

PARCEL B
SUBJECT TO BLANKET EASEMENT PER ORB 1768, PG 1471

TRACT K
LAKES OF MOUNT DORA, PHASE 1
PB 57, PGS 47-56

TRACT N
LAKES OF MOUNT DORA, PHASE 1
PB 57, PGS 47-56

APPROXIMATE CENTER OF GRASS RUNWAY

PORTION LYING EAST OF DESCRIBED LINE

PARCEL E
ALT KEY 1444756
SUBJECT TO BLANKET EASEMENT PER ORB 1768, PG 1471

PARCEL C
ALT KEY 2535628
SUBJECT TO BLANKET EASEMENT PER ORB 1768, PG 1471

PARCEL D
ALT KEY 2585153
SUBJECT TO BLANKET EASEMENT PER ORB 1768, PG 1471

S 89°42'53" E 810.37' (M)
S 89°42'53" E 810.37' (C)
S LINE OF THE N 642' OF E 1/2 OF SECTION 17, T19S, R27E

S 89°42'30" E 406.30' (M)
S 89°43'15" E 404.07' (M)
20' UE PER ORB 1600, PG 2060

S 89°42'53" E 810.54' (C)
S 89°42'53" E 810.54' (M)
S LINE OF THE N 911.51' OF E 1/2 OF SECTION 17, T19S, R27E

S 89°43'49"E 100.00'(D)

N 89°42'50" W 199.39' (C)
N 89°42'50" W 199.78' (M)
S 89°45'03" E 199.64' (D)

N 00°35'33" W 786.14' (M) (FDOT)
N 00°35'20" W 786.03' (FDOT)

N 00°35'30" W 425.22' (C)
N 00°35'26" W 425.26' (M)

S 00°35'18" E 143.23' (M)

S 00°36'00" E 1959.79' (D)
S 00°36'00" E 1959.79' (C)

S 00°14'14" W 991.51' (M)
PORTION LYING WEST OF DESCRIBED LINE

S 00°14'14" W 991.91' (M)
PORTION LYING EAST OF DESCRIBED LINE

S 2,269.51' OF THE N 911.51' OF SECTION 17, T19S, R27E

49.98' (M)
N 89°35'15" E
N 89°24'27" E
50.00' (FDOT)

50.03' (M)
N 89°19'24" E
N 89°24'27" E
50.00' (FDOT)

77.78' (D)
77.44' (M)
77.44' (C)

NOT PLATTED
PARCEL ID: 17-19-27-0001-000-04300
ALT KEY 1708699
OWNER: EUSTIS FL CONGREGATION OF JEHOVAH'S WITNESSES

NOT PLATTED
PARCEL ID: 17-19-27-0001-000-06700
ALT KEY: 3245831
OWNER: PARK SQUARE ENTERPRISES LLC

NOT PLATTED
PARCEL ID: 17-19-27-0001-000-06700
ALT KEY: 3245831
OWNER: PARK SQUARE ENTERPRISES LLC

AS RECORDED IN R/W MAP BOOK 13, PAGES 74-91
R/W PER S.R. 44 - C.R. 44B
PUBLIC RECORDS OF LAKE COUNTY, FL

MATCHLINE SEE SHEET 2

SHEET 3 OF 4
NOT VALID WITHOUT
SHEET 1, 2, AND 4

SHEET 1 - BOUNDARY INFORMATION
SHEET 2 - TOPOGRAPHIC INFORMATION
SHEET 3 - TOPOGRAPHIC INFORMATION
SHEET 4 - TOPOGRAPHIC INFORMATION

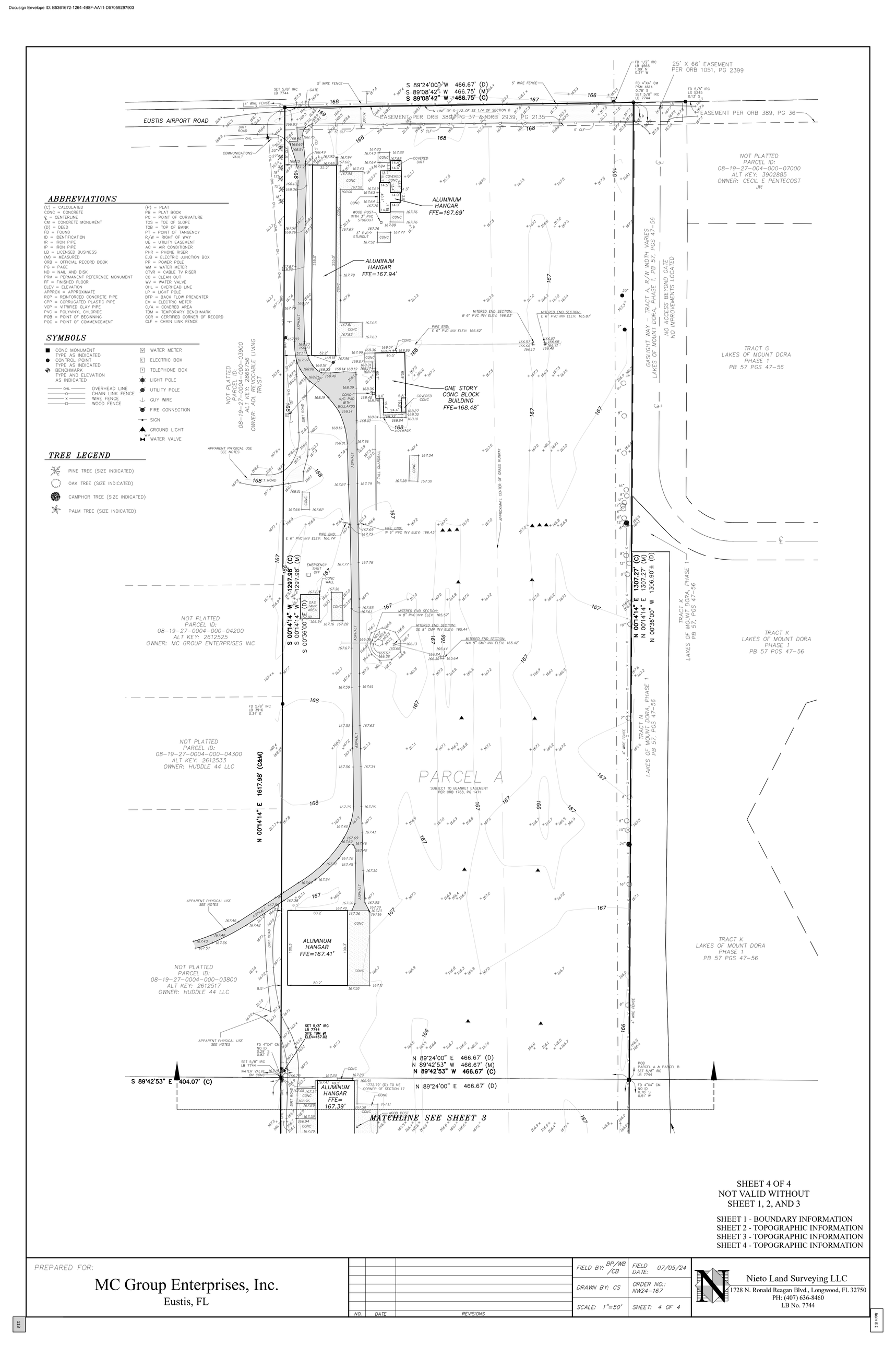
Nieto Land Surveying LLC
1728 N. Ronald Reagan Blvd., Longwood, FL 32750
PH.: (407) 636-8460
LB No. 7744

FIELD BY: BP/MB /CB
FIELD DATE: 07/05/24
DRAWN BY: CS
ORDER NO.: NW24-167
SCALE: 1"=50'
SHEET: 3 OF 4

REVISIONS
NO. DATE

PREPARED FOR:
MC Group Enterprises, Inc.
Eustis, FL

Docusign Envelope ID: B5361672-1264-4B8F-AA11-D57059297903



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- GUY WIRE
- FIRE CONNECTION
- SIGN
- GROUND LIGHT
- WATER VALVE

TREE LEGEND

- PINE TREE (SIZE INDICATED)
- OAK TREE (SIZE INDICATED)
- CAMPHOR TREE (SIZE INDICATED)
- PALM TREE (SIZE INDICATED)

SHEET 4 OF 4
NOT VALID WITHOUT
SHEET 1, 2, AND 3

SHEET 1 - BOUNDARY INFORMATION
SHEET 2 - TOPOGRAPHIC INFORMATION
SHEET 3 - TOPOGRAPHIC INFORMATION
SHEET 4 - TOPOGRAPHIC INFORMATION

PREPARED FOR:

MC Group Enterprises, Inc.
Eustis, FL

NO.	DATE	REVISIONS

FIELD BY: BP/WB /CB	FIELD DATE: 07/05/24
DRAWN BY: CS	ORDER NO.: NW24-167
SCALE: 1"=50'	SHEET: 4 OF 4

Nieto Land Surveying LLC
1728 N. Ronald Reagan Blvd., Longwood, FL 32750
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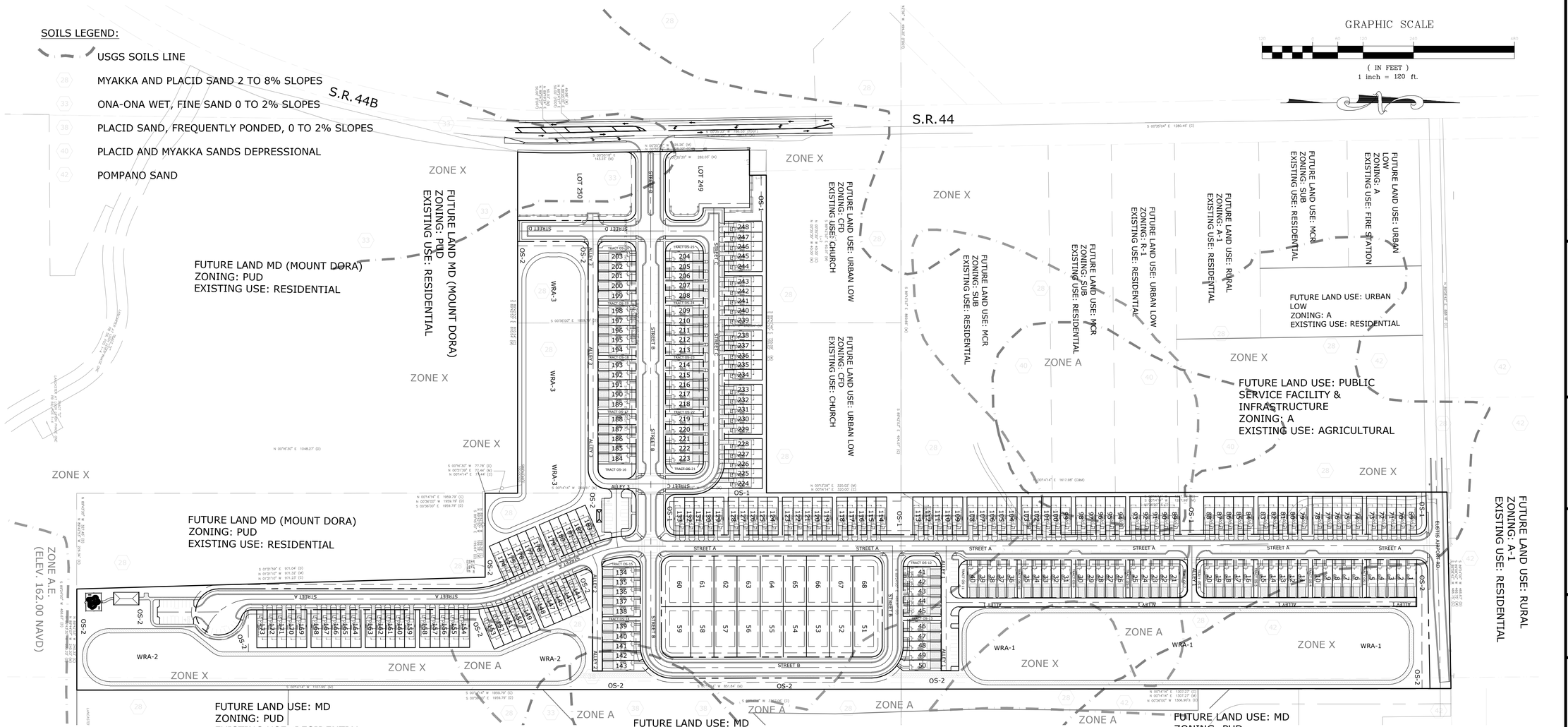

SITE DATA:

Parcel I.D. #:	08-19-27-0004-000-01901; 17-19-27-0001-000-00102; 00800; 04400; 05600
Property FLU:	MCR
Property Zoning:	Mixed Use Commercial/Residential
Gross Land Area:	41.17 acres
Lakes/Wetland Area:	0.00 acres
Right-of-Way Dedication:	0.54 acres
Gross Developable Area:	40.63 acres
Commercial Development Tracts:	1.72 acres
Residential Developable Area:	38.91 acres
Impervious Surface Ratio Residential:	40%
Stormwater Management Area:	7.78 acres
Right-of-Way Area:	2.39 acres
Right-of-Way Dedication:	0.00 acres
Public Open Space Tracts:	1.03 acres
Proposed Total Residential Units:	248 Single-Family Detached Lots
Single Family Detached:	18 units
Front-Load Townhome:	130 units
Rear-Load Townhome:	100 units
Net Residential Density:	6.37 dwelling units/Residential Developable Acre
Minimum Living Area:	1,000 sqft. (Heated/cooled space)
Maximum Building Height:	Two Stories, 35'
Minimum Lot Width:	22' (Townhouse Lot); 55' (House Lot)
Minimum Lot Depth:	N/A
Minimum Lot Size:	1,800 (Attached); 6,600 (Detached)
Maximum Lot Coverage:	70%
Minimum Open Space %:	25%

Setbacks:

HOUSE LOT:	
Front:	25'
Side:	5'
Side Street:	15'
Rear:	10'

TOWNHOUSE LOT (FRONT-LOADED):

Front:	20' - 15' (porch setback)
Side:	0'
Side Street:	10'
Rear:	15'

TOWNHOUSE LOT (REAR-LOADED):

Front:	15' - 10' (porch setback)
Side:	0'
Side Street:	10'
Alleyway:	20'

Garages:

Min Area:	300 sqft. (12' x 18')
Door Size Requirement:	Min. 9' wide x 7' tall (mechanically operable)
Single Car Driveway Width:	Min. 12'; Max 18'
Double Car Driveway Width:	Min. 18'; Max 20'

Open Space Requirements:

Required Open Space (Residential 25%)
38.91ac. * .25 = 9.73 acres (required)
Open Space Provided:

Tract OS-1:OS-25:	6.74 acres
Tract WRA-1:	4.39 acres
Tract WRA-2:	2.66 acres
Tract WRA-3:	2.23 acres
Total:	16.02 acres (9.73 required)

Major Street Setbacks:

S.R. 44 75' (setback from center line of S.R. 44)

Additional Notes:

1. Billboards and pole signs shall be prohibited.
2. There is Zone 'A' flood encroachment proposed.
3. There are no wetland or conservation areas located on the subject property.
4. A Homeowner's Association will be created for maintenance and ownership of common area tracts as reflected in the tract table.
5. Fire Protection will be provided by City of Eustis in accordance with the 2023 Florida Fire Prevention Code.
6. All construction access to the site will be from S.R. 44.

Off-Street Parking:

Required Parking:

2.0 spaces per Unit (for Single-Family Residences): (248 units x 2.0 spaces/unit) = 496

Total Required Parking:	496
Provided Parking:	
Front-Loaded Townhomes:	260 spaces (1 garage space, 1 driveway)
Rear-Loaded Townhomes:	300 spaces (2 garage spaces, 1 driveway)
Single-Family Detached:	54 spaces (2 garage spaces, 1 driveway)
On-Street & Designated Parking:	138 spaces
On-Street Parking Provided:	86 spaces
Designated Parking Lot Spaces Provided:	52 spaces

Phasing:

This project is to be developed in a multiple phase.

Traffic:

Single-Family Residential: 248 d.u. * 9.44 trip/d.u. = 2,341 A.D.T. (11th Edition)
Single-Family Residential: 248 d.u. * 0.94 P.M. Peak trip/d.u. = 233 P.M. Peak Trips (11th Edition)

Stormwater Management:

The project will meet the requirements of the City of Eustis Land Development Code and the St. Johns River Water Management District.

School Age Population:

248 d.u. * .35 children/unit = 87 children

Needed Fire Flow (NFF): (Based on FFPC 2023 Edition Chapter 18 & Annex I)

Single-Family (less than 5,000 sqft.): 1,000 gpm

Water, Sewer and Solid Waste Demand:

Water Demand:
248 Units * 350 gallons/day = 86,800 gallons/day

Sewer Demand:
248 Units * 300 gallons/day = 74,400 gallons/day

Solid Waste Demand:
248 Units * 2.6 persons/unit * 4.3 Lb./person/day = 2,773 Lb/day

Recreational/Open Space Demand:
248 Units * 2.6 persons/unit /1,000 * 3.0 ac/1,000 persons = 1.93 ac.

TRACT TABLE

TRACT LABEL	TRACT TYPE	Area (Ac.)	TRACT DEDICATED TO	Tract Maintenance Entity
OS-1	Open Space	1.35	HOA	HOA
OS-2	Open Space	4.73	HOA	HOA
OS-3	Open Space	0.02	HOA	HOA
OS-4	Open Space	0.02	HOA	HOA
OS-5	Open Space	0.02	HOA	HOA
OS-6	Open Space	0.03	HOA	HOA
OS-7	Open Space	0.03	HOA	HOA
OS-8	Open Space	0.02	HOA	HOA
OS-9	Open Space	0.02	HOA	HOA
OS-10	Open Space	0.02	HOA	HOA
OS-11	Open Space	0.04	HOA	HOA
OS-12	Open Space	0.05	HOA	HOA
OS-13	Open Space	0.02	HOA	HOA
OS-14	Open Space	0.02	HOA	HOA
OS-15	Open Space	0.04	HOA	HOA
OS-16	Open Space	0.07	HOA	HOA
OS-17	Open Space	0.02	HOA	HOA
OS-18	Open Space	0.02	HOA	HOA
OS-19	Open Space	0.02	HOA	HOA
OS-20	Open Space	0.04	HOA	HOA
OS-21	Open Space	0.04	HOA	HOA
OS-22	Open Space	0.02	HOA	HOA
OS-23	Open Space	0.02	HOA	HOA
OS-24	Open Space	0.02	HOA	HOA
OS-25	Open Space	0.04	HOA	HOA
WRA-1	Detention Pond	4.39	HOA	HOA
WRA-2	Detention Pond	2.66	HOA	HOA
WRA-3	Detention Pond	2.23	HOA	HOA
ALLEY-1	Alleyway Tract	0.87	HOA	HOA
ALLEY-2	Alleyway Tract	0.14	HOA	HOA
ALLEY-3	Alleyway Tract	0.37	HOA	HOA
Lot 249	Commercial Tract	0.68	MC Group Enterprises	MC Group Enterprises
Lot 250	Commercial Tract	1.04	MC Group Enterprises	MC Group Enterprises
ROW	Right-of-Way Dedication	0.54	City of Eustis	City of Eustis
RW-1	Public Right-of-Way	7.78	City of Eustis	City of Eustis

G L SUMMITT
ENGINEERING INC
Office: Lake Mary
3667 Simonton Place
Lake Mary, Florida 32746
phone: 407-323-0705
fax: 407-992-8650
www.GLSeng.com

MC Group Enterprises, Inc.
2200 NW 102 AVE
UNIT 5B
Doral, FL 33172

Doris Park Landing Subdivision

City of Eustis, Florida

Preliminary Subdivision Plan

Overall Site Plan

Plans not valid unless Signed, Dated and Sealed below.

GEOFFREY L. SUMMITT, P.E.
Date: March 10, 2026
FL Registration #58775
Certificate of Authorization #29665

Revisions

NO.	DATE	DESCRIPTION
1	10/9/25	Revised Per City Comments
2	03-10-26	Revised Per City Comments
3	—	—
4	—	—
5	—	—
6	—	—
7	—	—
8	—	—
9	—	—
10	—	—

SHEET NUMBER
4 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 120 ft.

TRACT OS-1
MINI-PARK PLANTED AREA
0.11 ACRES

TRACT OS-1
MINI-PARK PLANTED AREA
0.11 ACRES

TRACT OS-2
MINI-PARK/PLAYGROUND
1.00 ACRES

TRACT OS-2
GREENWAY ALONG
EASTERN BOUNDARY
WITH WALKING TRAIL
AROUND POND
2.10 ACRES

TRACT OS-2
GREENWAY TRAIL
CONNECTION TO
ROADWAY SIDEWALK

TRACT OS-2
GREENWAY TRAIL
CONNECTION TO
ROADWAY SIDEWALK

TRACT OS-2
GREENWAY ALONG
EASTERN BOUNDARY
WITH WALKING TRAIL
AROUND POND
2.10 ACRES

Open Space Requirements:

Required Open Space (Residential 25%)
38.91ac. * .25 = 9.73 acres (required)
Open Space Provided:

Tract OS-1:OS-25:	6.74 acres
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Total:	16.02 acres (9.73 required)

PARK SPACE TYPE REQUIREMENT

Required Park Space (1.5 ac. plus .5 ac for each 50 lots above 100)
Proposed 250 lots = 1.5 ac. (first 100 lots) + (150/50) * .5 ac.
Required Park Space = 3.0 ac.
Park Space Provided:

Tract	Type	Size
Tract OS-2	Mini-Park	1.00
Tract OS-2	Greenway	2.10
Tract OS-1	Mini-Park	0.11
Tract OS-1	Mini-Park	0.11
Total Provided Park Space:		3.32

OPEN SPACE SET-ASIDE HATCH LEGEND

ACTIVE RECREATIONAL OPEN SPACE

PASSIVE OPEN SPACE AREAS

POND OPEN SPACE AREAS

G L SUMMITT
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www.GLSeng.com

MC Group Enterprises, Inc.
2200 NW 102 AVE
UNIT 5B
Doral, FL 33172

Doris Park Landing Subdivision

City of Eustis, Florida

Preliminary Subdivision Plan

Open Space Plan

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Date: March 10, 2026
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SHEET NUMBER
5 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 120 ft.

PROJECT PHASING HATCH LEGEND

PHASE 1 (est. construction 2027)

PHASE 2 (est. construction 2029)

PHASE 3 (est. construction 2031)

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Phasing Plan

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SHEET NUMBER
6 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 120 ft.

DETAILED SITE PLAN 11 OF 32
UTILITY PLAN 15 OF 32
PAVING & DRAINAGE PLAN 19 OF 32
FIRE TURNING PLAN 23 OF 32
LANDSCAPE PLAN 27 OF 32

DETAILED SITE PLAN 10 OF 32
UTILITY PLAN 14 OF 32
PAVING & DRAINAGE PLAN 18 OF 32
FIRE TURNING PLAN 22 OF 32
LANDSCAPE PLAN 26 OF 32

DETAILED SITE PLAN 8 OF 32
UTILITY PLAN 12 OF 32
PAVING & DRAINAGE PLAN 16 OF 32
FIRE TURNING PLAN 20 OF 32
LANDSCAPE PLAN 24 OF 32

DETAILED SITE PLAN 9 OF 32
UTILITY PLAN 13 OF 32
PAVING & DRAINAGE PLAN 17 OF 32
FIRE TURNING PLAN 21 OF 32
LANDSCAPE PLAN 25 OF 32

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Planview Key Map

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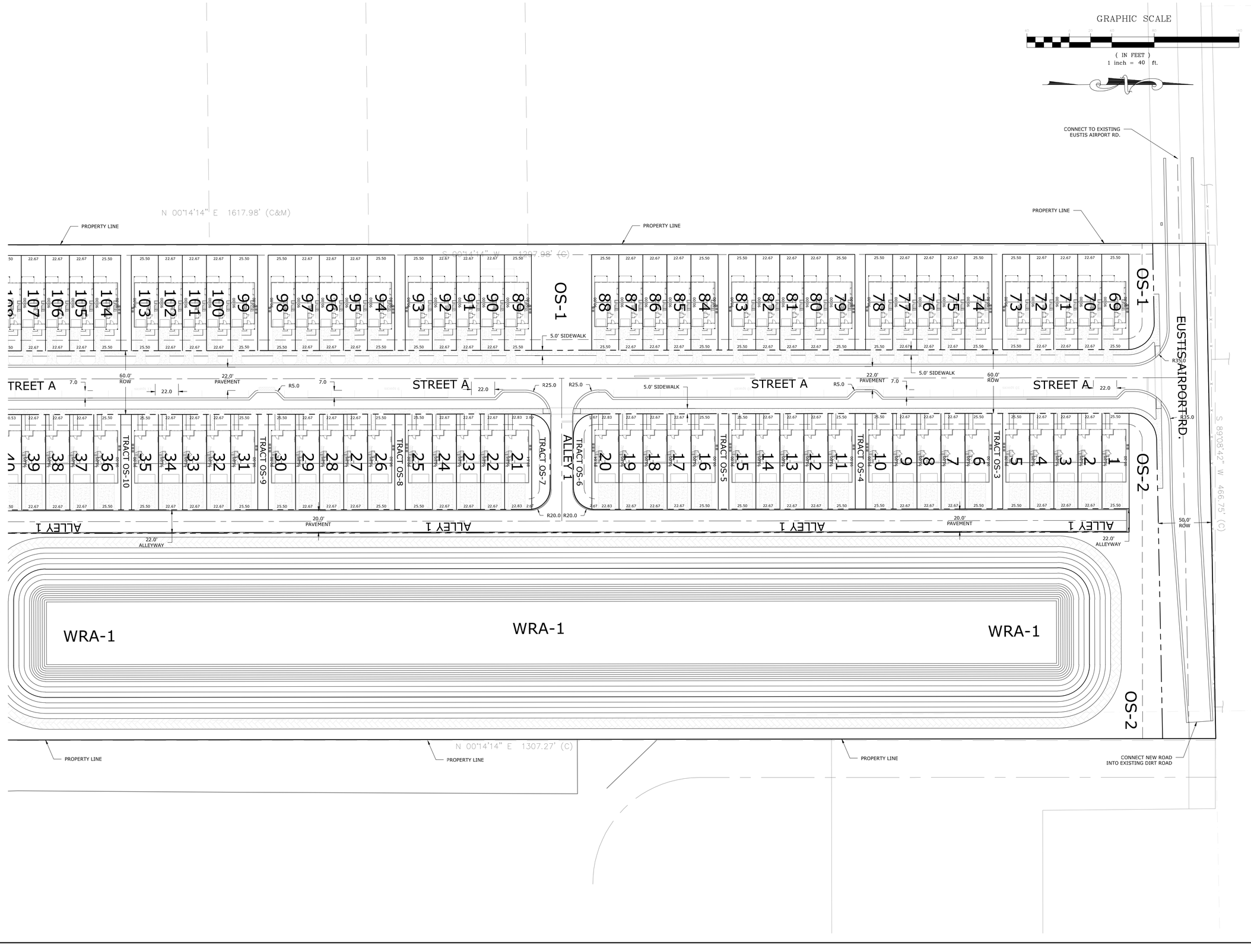
SHEET NUMBER
7 OF 32



SEE SHEET 9 OF 32

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Doris Park Landing Subdivision

City of Eustis, Florida

Preliminary Subdivision Plan

Site Plan 1

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SHEET NUMBER
8 OF 32

SEE SHEET 11 OF 32

SEE SHEET 10 OF 32

SEE SHEET 8 OF 32

GRAPHIC SCALE
(IN FEET)
1 inch = 40 ft.

PROPERTY LINE
S 89°42'53" E 404.07' (C)
N 00°14'14" E 320.00' (C)
EXISTING UTILITY EASEMENT
S 00°14'14" W 3267.06' (C)

WRA-3
WRA-2
OS-1
OS-2

ALLEY 1
ALLEY 2
ALLEY 3
STREET A
STREET B
STREET C

TRACT OS-11
TRACT OS-12
TRACT OS-13
TRACT OS-14
TRACT OS-15
TRACT OS-16
TRACT OS-17
TRACT OS-21
TRACT OS-22

22.0' PAVEMENT
24.0' PAVEMENT
50.0' ROW
70.0' ROW
5.0' SIDEWALK
6.0' SIDEWALK
10.0' UTILITY EASEMENT
42.0' ALLEYWAY TRACT

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Preliminary Subdivision Plan

Site Plan 2

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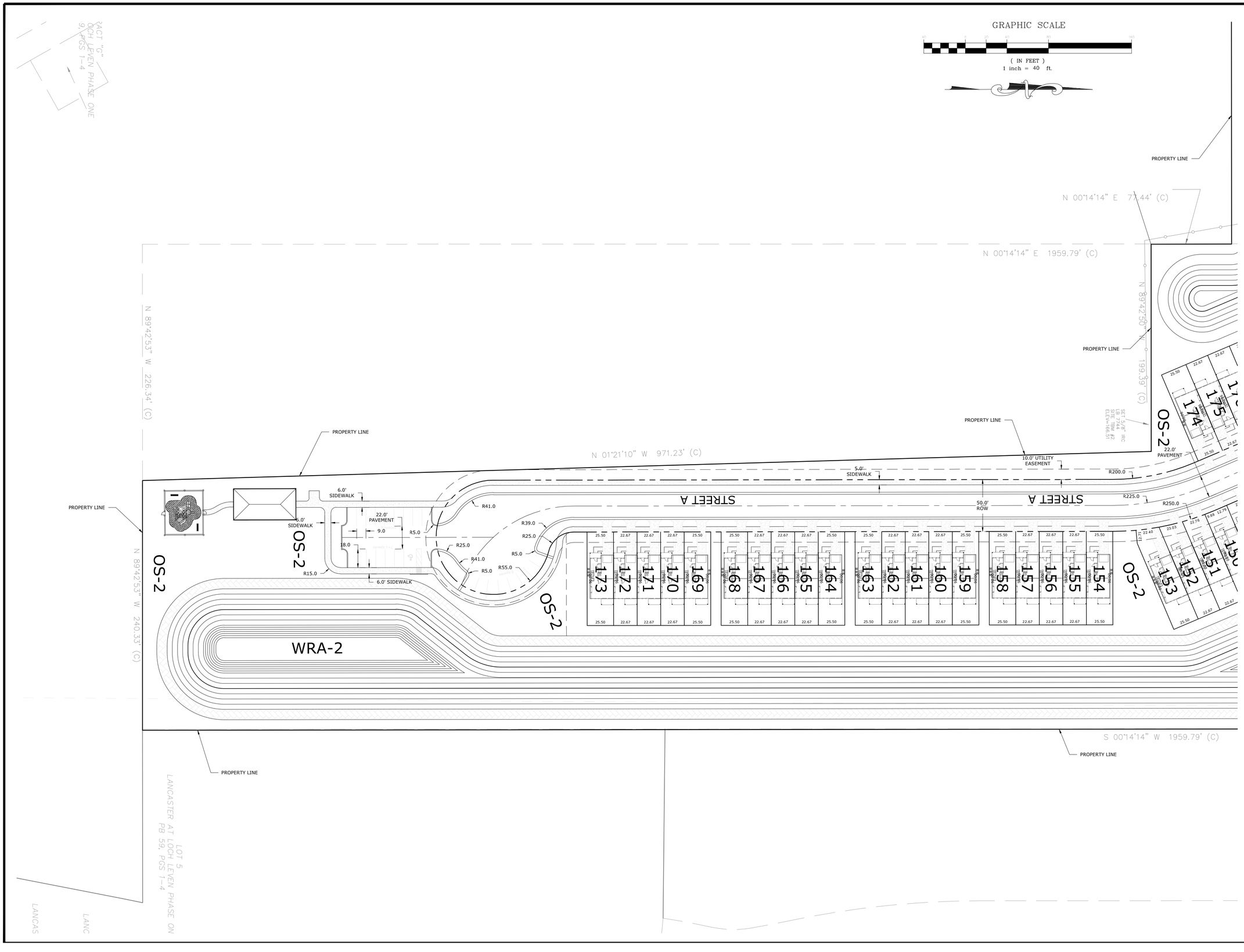
SHEET NUMBER
9 OF 32



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Site Plan 3

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SHEET NUMBER
10 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

TURN LANE TO BE PERMITTED WITH FDOT

N 00°35'30" W 425.22' (C)

CITY OF EUSTIS LIFT STATION TRACT

PROPERTY LINE

LOT 250

LOT 249

STREET B

OS-1

ACCESS STUB TO COMMERCIAL PARCEL

STREET D

STREET C

OS-2

ALLEY 3

WRA-3

TRACT OS-20

TRACT OS-19

TRACT OS-18

TRACT OS-17

TRACT OS-25

TRACT OS-24

TRACT OS-23

TRACT OS-22

5.0' SIDEWALK

15.0' PAVEMENT

22.0' PAVEMENT

70.0' ROW

50.0' ROW

R35.0

R25.0

R20.0

R15.0

10.0' UTILITY EASEMENT

S 89°42'53" E 810.54' (C)

S 89°42'53" E 755.02' (C)

S 89°42'53" E 60.01' (C)

N 00°35'30" W 40.00' (C)

L-1

L-2

SEE SHEET 9 OF 32

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Doris Park Landing Subdivision

City of Eustis, Florida

Preliminary Subdivision Plan

Site Plan 4

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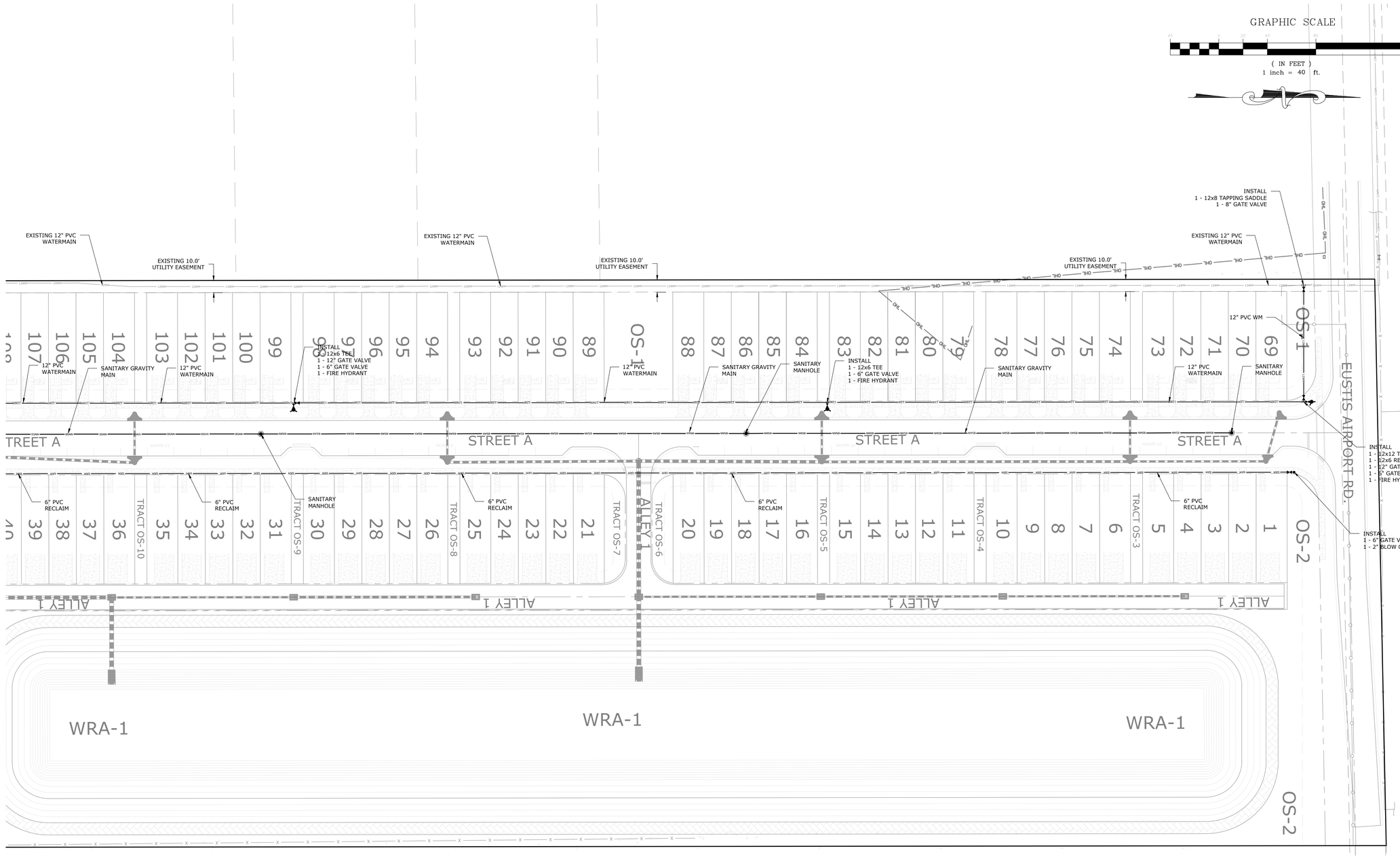
SHEET NUMBER
11 OF 32

SEE SHEET 13 OF 32



NOTES:

1. All utility construction shall meet the City of Eustis Engineering and Design Standards.
2. Valves shall be provided for all branch connections, loop ends, fire hydrant stubs, or other locations, as required to provide an operable, easily maintained, and repaired water distribution system. Valves are to be placed so that the maximum allowable length of water main required to be shut down for repair work shall be 500 feet in commercial, industrial or high-density residential districts, or 1,000 feet in other areas.
3. Ductile iron pipe is required at all street crossings, ditch, stream or swamp crossings, culvert crossings or with bore and jack crossings.

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City of Eustis, Florida

Preliminary Subdivision Plan

Utility Plan 1

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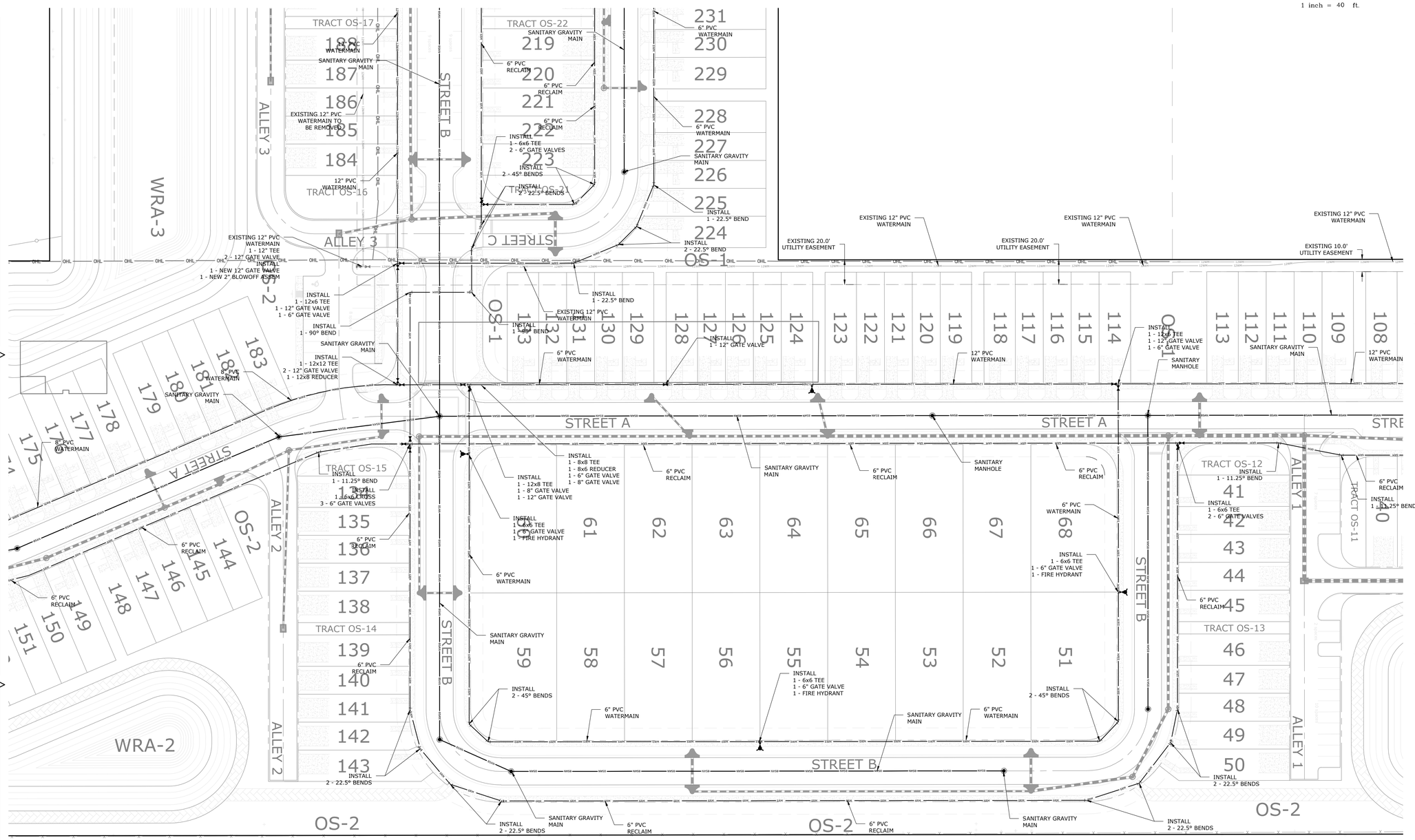
SHEET NUMBER
12 OF 32

SEE SHEET 15 OF 32

GRAPHIC SCALE
(IN FEET)
1 inch = 40 ft.


TRACT OS-17
TRACT OS-22
TRACT OS-16
TRACT OS-21
TRACT OS-15
TRACT OS-14
TRACT OS-12
TRACT OS-13
TRACT OS-11
ALLEY 3
ALLEY 2
ALLEY 1
STREET A
STREET B
STREET C
WRA-3
WRA-2
OS-1
OS-2
12" PVC WATERMAIN
SANITARY GRAVITY MAIN
6" PVC RECLAIM
EXISTING 12" PVC WATERMAIN TO BE REMOVED
INSTALL 1 - 6x6 TEE 2 - 6" GATE VALVES
INSTALL 2 - 45° BENDS
INSTALL 2 - 22.5° BENDS
INSTALL 1 - 22.5° BEND
INSTALL 1 - 6x6 CROSS 3 - 6" GATE VALVES
INSTALL 1 - 11.25° BEND
EXISTING 12" PVC WATERMAIN 1 - 12" TEE 2 - 12" GATE VALVE
INSTALL 1 - NEW 12" GATE VALVE 1 - NEW 2" BLOWOFF ASSEM
INSTALL 1 - 12x6 TEE 1 - 12" GATE VALVE 1 - 6" GATE VALVE
INSTALL 1 - 90° BEND
INSTALL 1 - 12x12 TEE 2 - 12" GATE VALVE 1 - 12x8 REDUCER
INSTALL 1 - 12x8 TEE 1 - 8" GATE VALVE 1 - 12" GATE VALVE
INSTALL 1 - 8x8 TEE 1 - 8x6 REDUCER 1 - 6" GATE VALVE 1 - 8" GATE VALVE
INSTALL 1 - 6x6 TEE 1 - 6" GATE VALVE 1 - FIRE HYDRANT
INSTALL 1 - 12" GATE VALVE
EXISTING 12" PVC WATERMAIN
EXISTING 20.0' UTILITY EASEMENT
EXISTING 10.0' UTILITY EASEMENT
SANITARY MANHOLE
INSTALL 1 - 12x6 TEE 1 - 12" GATE VALVE 1 - 6" GATE VALVE
INSTALL 1 - 6x6 TEE 1 - 6" GATE VALVE 1 - FIRE HYDRANT
INSTALL 1 - 11.25° BEND
INSTALL 1 - 6x6 TEE 2 - 6" GATE VALVES
INSTALL 1 - 11.25° BEND
INSTALL 2 - 22.5° BENDS
INSTALL 1 - 6x6 TEE 1 - 6" GATE VALVE 1 - FIRE HYDRANT
INSTALL 2 - 45° BENDS
INSTALL 1 - 6x6 TEE 1 - 6" GATE VALVE 1 - FIRE HYDRANT
INSTALL 2 - 45° BENDS
INSTALL 2 - 22.5° BENDS
INSTALL 2 - 22.5° BENDS
INSTALL 2 - 22.5

GRAPHIC SCALE

(IN FEET)
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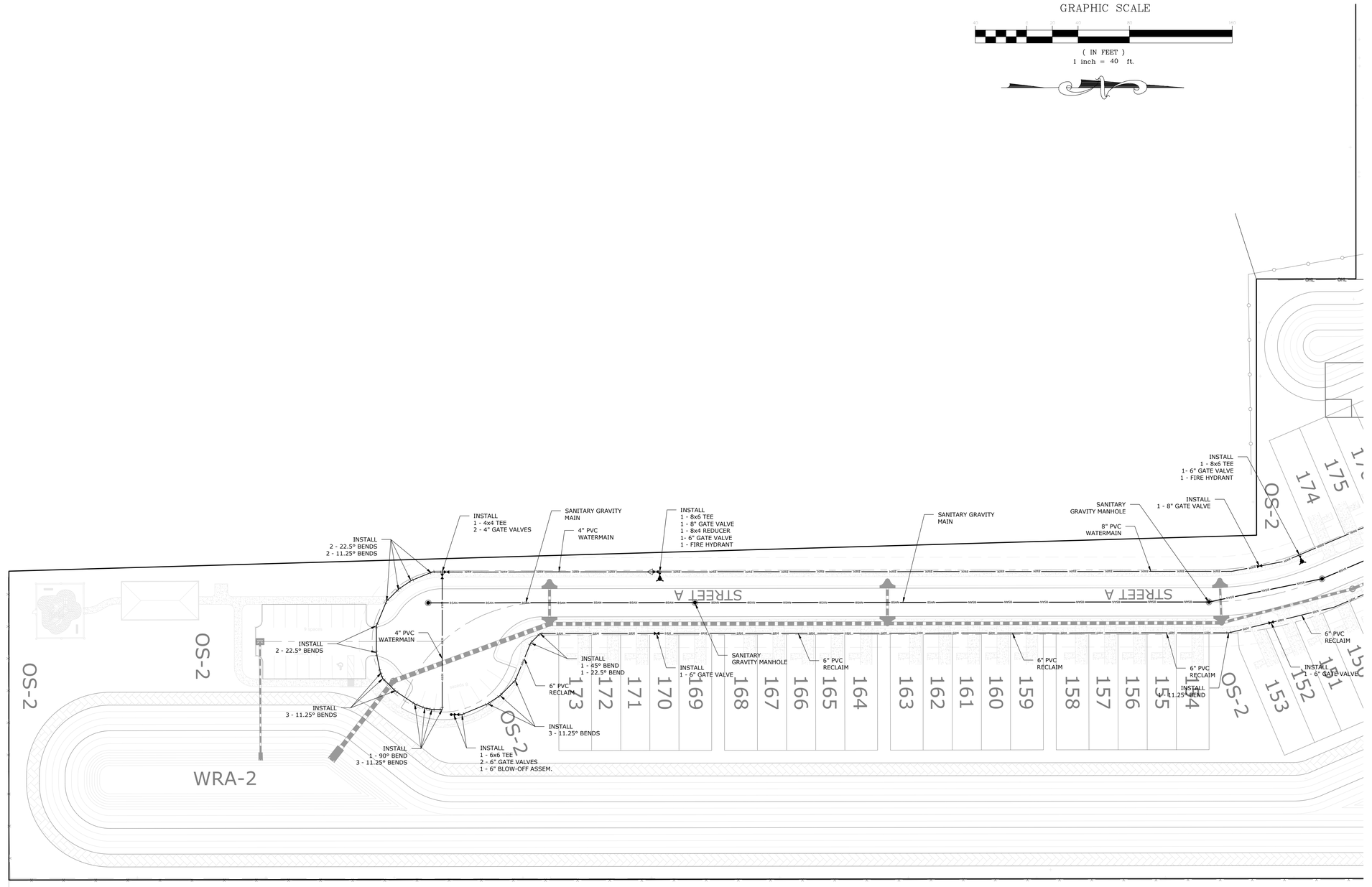

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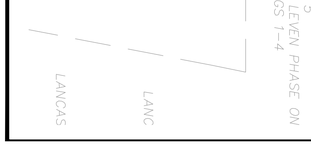

SEE SHEET 13 OF 32

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Doris Park
Landing Subdivision
City of Eustis, Florida

Preliminary
Subdivision Plan

Utility Plan 3

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SHEET NUMBER
14 OF 32

GRAPHIC SCALE

(IN FEET)
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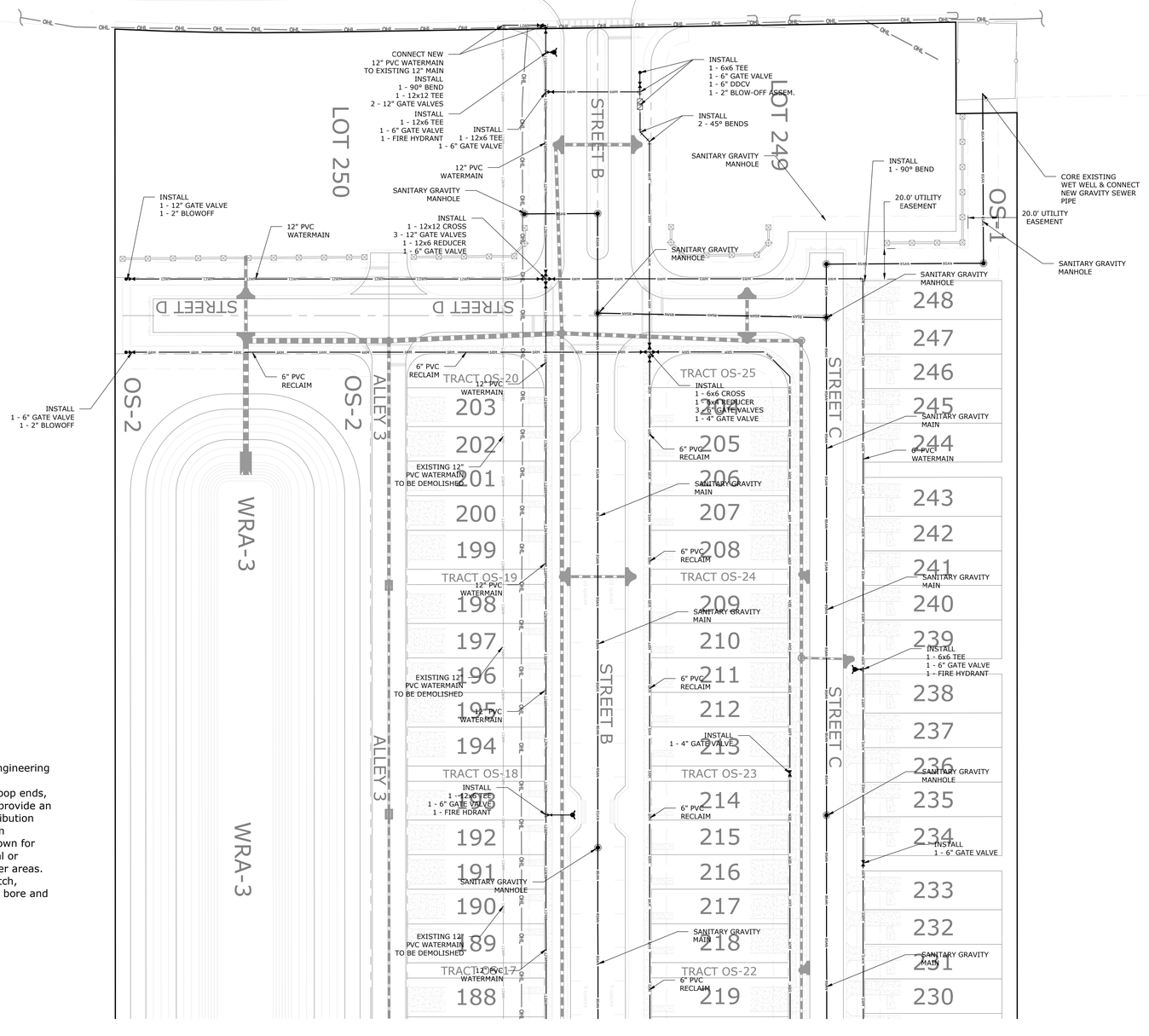

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Preliminary
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Utility Plan 4

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SHEET NUMBER
15 OF 32

NOTES:
1. A minimum 15 feet drainage easement shall be granted to the city for maintenance of drainage ways on-site or through the retention/detention basins. Either a 20-foot wide flat berm or a 10' flat berm with an additional 10' no steeper than 5 to 1 easement area around the retention/detention storage basins for maintenance purposes shall be provided to the city. This easement shall in no way relieve the property owner of maintenance of the drainage facility (for example, mowing of grass or weed control). It is not the intent of the city to provide routine maintenance in these easements; rather, the intent is to allow the city access to maintain the easement area as deemed necessary in the city's sole discretion.

GRAPHIC SCALE
(IN FEET)
1 inch = 40 ft.

SEE SHEET 17 OF 32

EUSTIS AIRPORT ROAD

TYPE 'F' CURB

STREET A

ALLEY 1

OS-1

OS-2

TRACT OS-10

TRACT OS-9

TRACT OS-8

TRACT OS-7

TRACT OS-6

TRACT OS-5

TRACT OS-4

TRACT OS-3

DRIVE AISLE SECTION 102/29

TWO-WAY ALLEYWAY SECTION 103/29

WET DETENTION POND SECTION 106/29

STORM INLET

STORM PIPE

MIAMI CURB

RIBBON CURB

5' CONCRETE SIDEWALK

TYPE 'F' CURB

MITERED END SECTION

WRA-1

WET DETENTION POND SECTION

TRACT N
LAKES OF MOUNT DORA, PHASE 1
PB 57, PGS 47–56

TRACT K
LAKES OF MOUNT DORA, PHASE 1
PB 57, PGS 47–56

GASLIGHT WAY – TRACT A, R/W WIDTH VARIES
LAKES OF MOUNT DORA, PHASE 1, PB 57, PGS 47–56

NO ACCESS BEYOND GATE
NO IMPROVEMENTS LOCATED

FD 5/8" IRC LB 7916 0.4' E

SET 5/8" IRC LB 7744

FD 4"X4" CM PSM 4614 0.2' S SET 5/8" IRC LB 7744

FD 5/8" IRC LS 5245 0.1' S

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Preliminary Subdivision Plan

Paving & Drainage 1

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SHEET NUMBER
16 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

SEE SHEET 19 OF 32

SEE SHEET 18 OF 32

SEE SHEET 16 OF 32

NOTES:
1. A minimum 15 feet drainage easement shall be granted to the city for maintenance of drainage ways on-site or through the retention/detention basins. Either a 20-foot wide flat berm or a 10' flat berm with an additional 10' no steeper than 5 to 1 easement area around the retention/detention storage basins for maintenance purposes shall be provided to the city. This easement shall in no way relieve the property owner of maintenance of the drainage facility (for example, mowing of grass or weed control). It is not the intent of the city to provide routine maintenance in these easements; rather, the intent is to allow the city access to maintain the easement area as deemed necessary in the city's sole discretion.

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Doris Park Landing Subdivision
City of Eustis, Florida

Preliminary Subdivision Plan

Paving & Drainage 2

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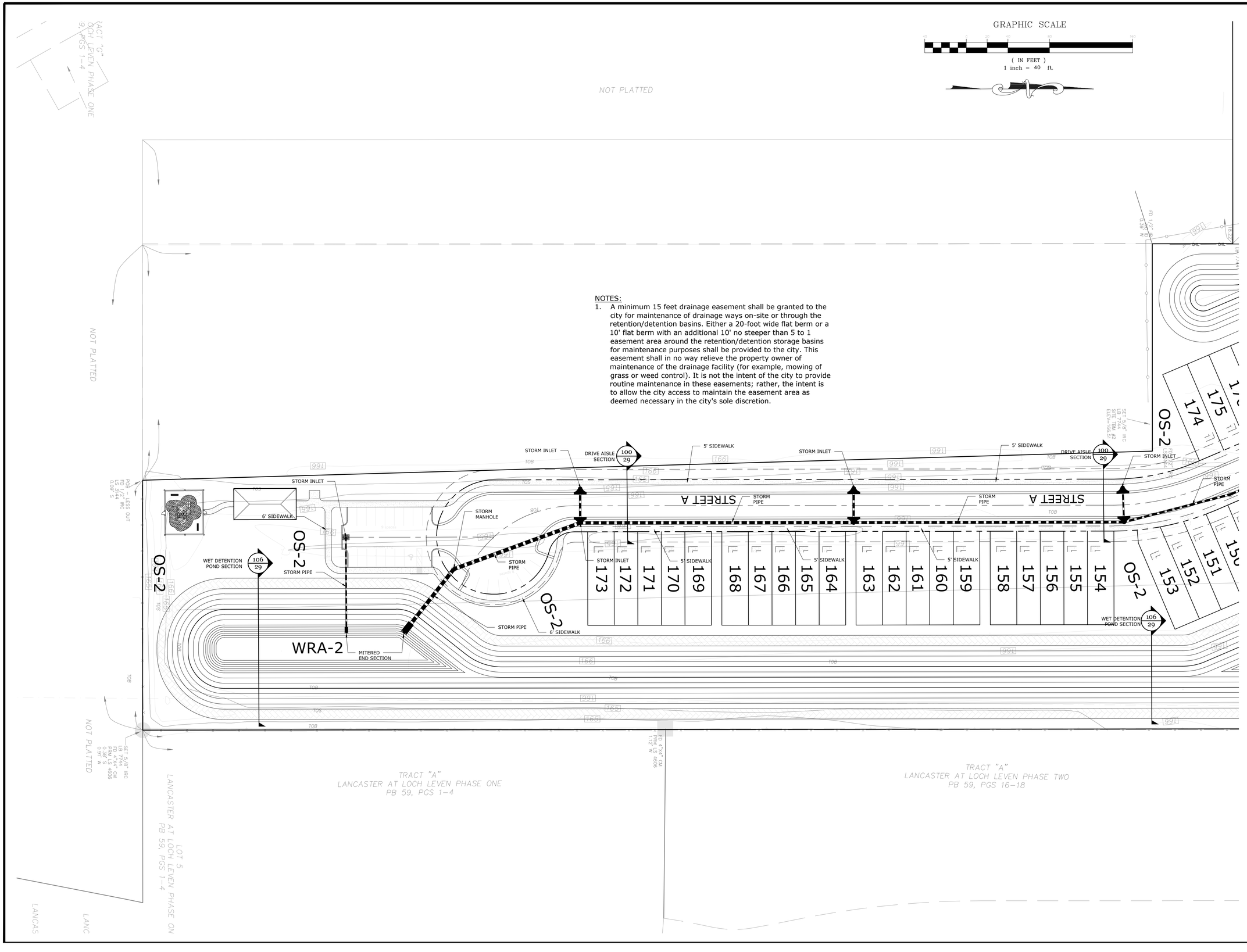

SEE SHEET 17 OF 32

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Doris Park Landing Subdivision
City of Eustis, Florida

Preliminary Subdivision Plan

Paving & Drainage 3

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SHEET NUMBER
18 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

R/W PER S.R. 44 – C,R, 44B R/W MAP SECTION 11683
AS RECORDED IN R/W MAP BOOK 13, PAGES 74-95, PUBLIC RECORDS OF LAKE COUNTY, FL

LOT 250
LOT 249
OS-1
OS-2
WRA-3
WRA-3
STREET B
STREET C
STREET D
ALLEY 3
ALLEY 3

5' SIDEWALK
DIVIDED ENTRY ROAD SECTION 101 29
STORM INLET
STORM PIPE
DRIVE AISLE SECTION 102 29
STORM MANHOLE
TWO-WAY ALLEYWAY SECTION 103 29
MITERED END SECTION
ON-STREET PARKING SECTION 105 29
WET DETENTION POND SECTION 106 29
RIBBON CURB
MIAMI CURB
TRACT OS-20
TRACT OS-25
TRACT OS-24
TRACT OS-23
TRACT OS-22
TRACT OS-19
TRACT OS-18
TRACT OS-17

NOTES:
1. A minimum 15 feet drainage easement shall be granted to the city for maintenance of drainage ways on-site or through the retention/detention basins. Either a 20-foot wide flat berm or a 10' flat berm with an additional 10' no steeper than 5 to 1 easement area around the retention/detention storage basins for maintenance purposes shall be provided to the city. This easement shall in no way relieve the property owner of maintenance of the drainage facility (for example, mowing of grass or weed control). It is not the intent of the city to provide routine maintenance in these easements; rather, the intent is to allow the city access to maintain the easement area as deemed necessary in the city's sole discretion.

SEE SHEET 17 OF 32

G L SUMMITT
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MC Group Enterprises, Inc.
2200 NW 102 AVE
UNIT 5B
Doral, FL 33172

Doris Park Landing Subdivision
City of Eustis, Florida

Preliminary Subdivision Plan

Paving & Drainage 4

Plans not valid unless Signed, Dated and Sealed below.

GEOFFREY L. SUMMITT, P.E.
Date: March 10, 2026
FL Registration #58775
Certificate of Authorization #29665

Revisions

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7	—	—
8	—	—
9	—	—
10	—	—

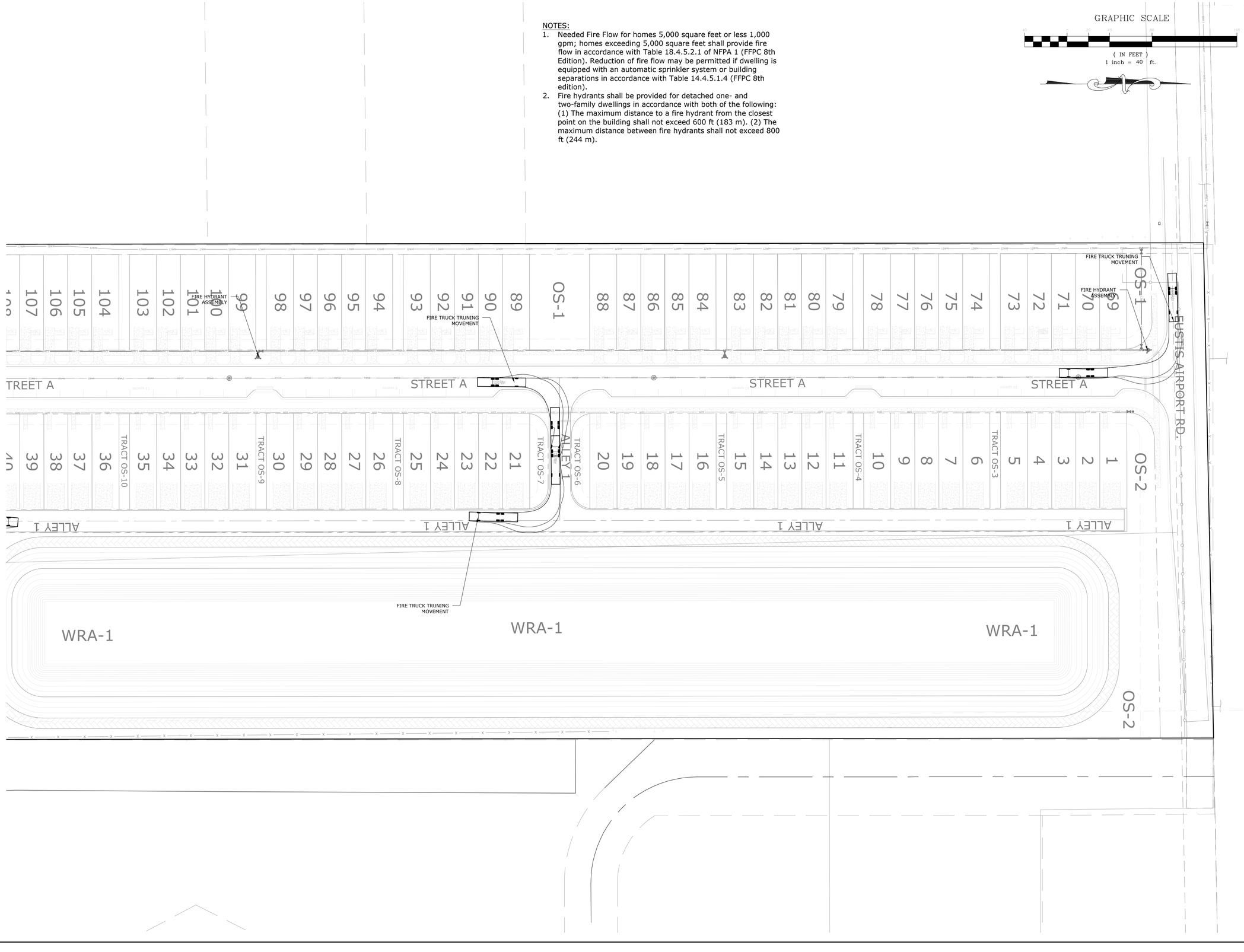
SHEET NUMBER
19 OF 32

NOTES:

1. Needed Fire Flow for homes 5,000 square feet or less 1,000 gpm; homes exceeding 5,000 square feet shall provide fire flow in accordance with Table 18.4.5.2.1 of NFPA 1 (FFPC 8th Edition). Reduction of fire flow may be permitted if dwelling is equipped with an automatic sprinkler system or building separations in accordance with Table 14.4.5.1.4 (FFPC 8th edition).
2. Fire hydrants shall be provided for detached one- and two-family dwellings in accordance with both of the following: (1) The maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 ft (183 m). (2) The maximum distance between fire hydrants shall not exceed 800 ft (244 m).

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.



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Doris Park Landing Subdivision

City of Eustis, Florida

Preliminary Subdivision Plan

Fire Turning Plan 1

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10	—	—

SHEET NUMBER
20 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

SEE SHEET 23 OF 32

SEE SHEET 22 OF 32

SEE SHEET 20 OF 32

NOTES:
1. Needed Fire Flow for homes 5,000 square feet or less 1,000 gpm; homes exceeding 5,000 square feet shall provide fire flow in accordance with Table 18.4.5.2.1 of NFPA 1 (FFPC 8th Edition). Reduction of fire flow may be permitted if dwelling is equipped with an automatic sprinkler system or building separations in accordance with Table 14.4.5.1.4 (FFPC 8th edition).
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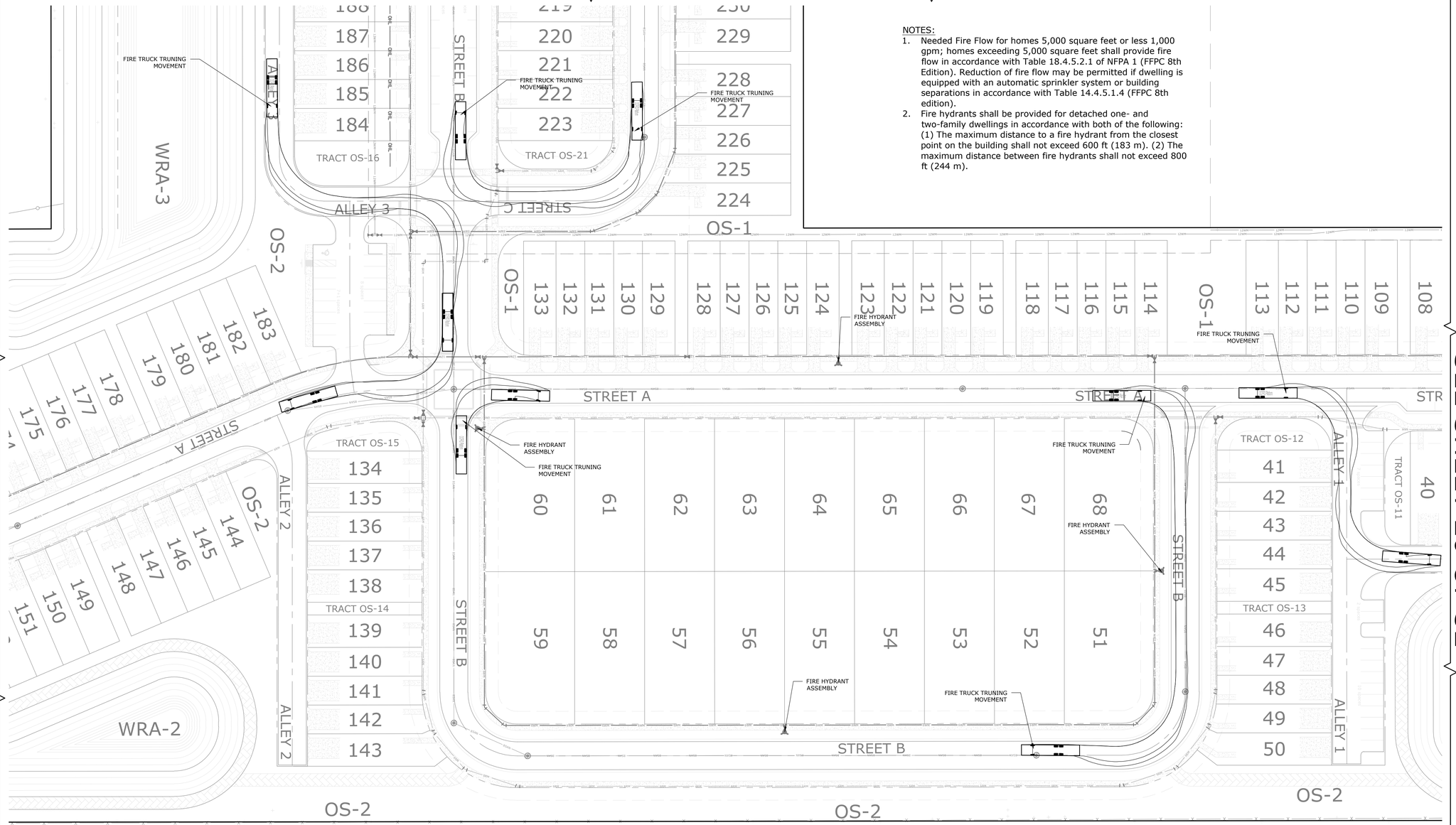

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City of Eustis, Florida

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Fire Turning Plan 2

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SHEET NUMBER
21 OF 32

GRAPHIC SCALE

40 0 20 40 80 160

(IN FEET)
1 inch = 40 ft.

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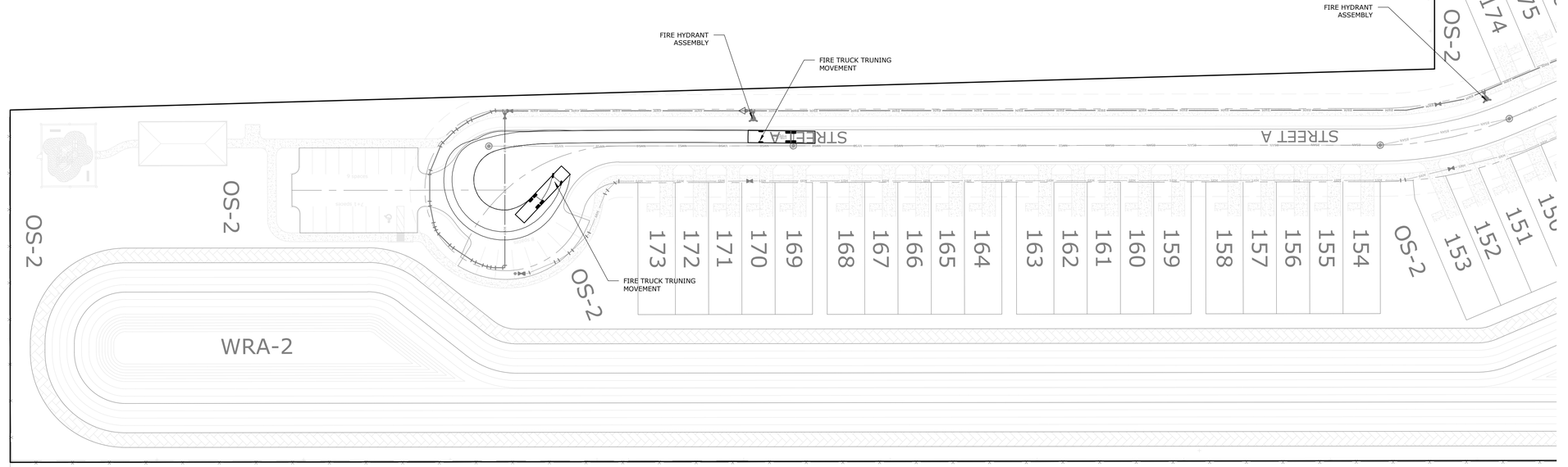

SEE SHEET 21 OF 32

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Doris Park
Landing Subdivision
City of Eustis, Florida

Preliminary
Subdivision Plan

Fire Turning
Plan 3

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10	—	—

SHEET NUMBER
22 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

NOTES:

1. Needed Fire Flow for homes 5,000 square feet or less 1,000 gpm; homes exceeding 5,000 square feet shall provide fire flow in accordance with Table 18.4.5.2.1 of NFPA 1 (FFPC 8th Edition). Reduction of fire flow may be permitted if dwelling is equipped with an automatic sprinkler system or building separations in accordance with Table 14.4.5.1.4 (FFPC 8th edition).
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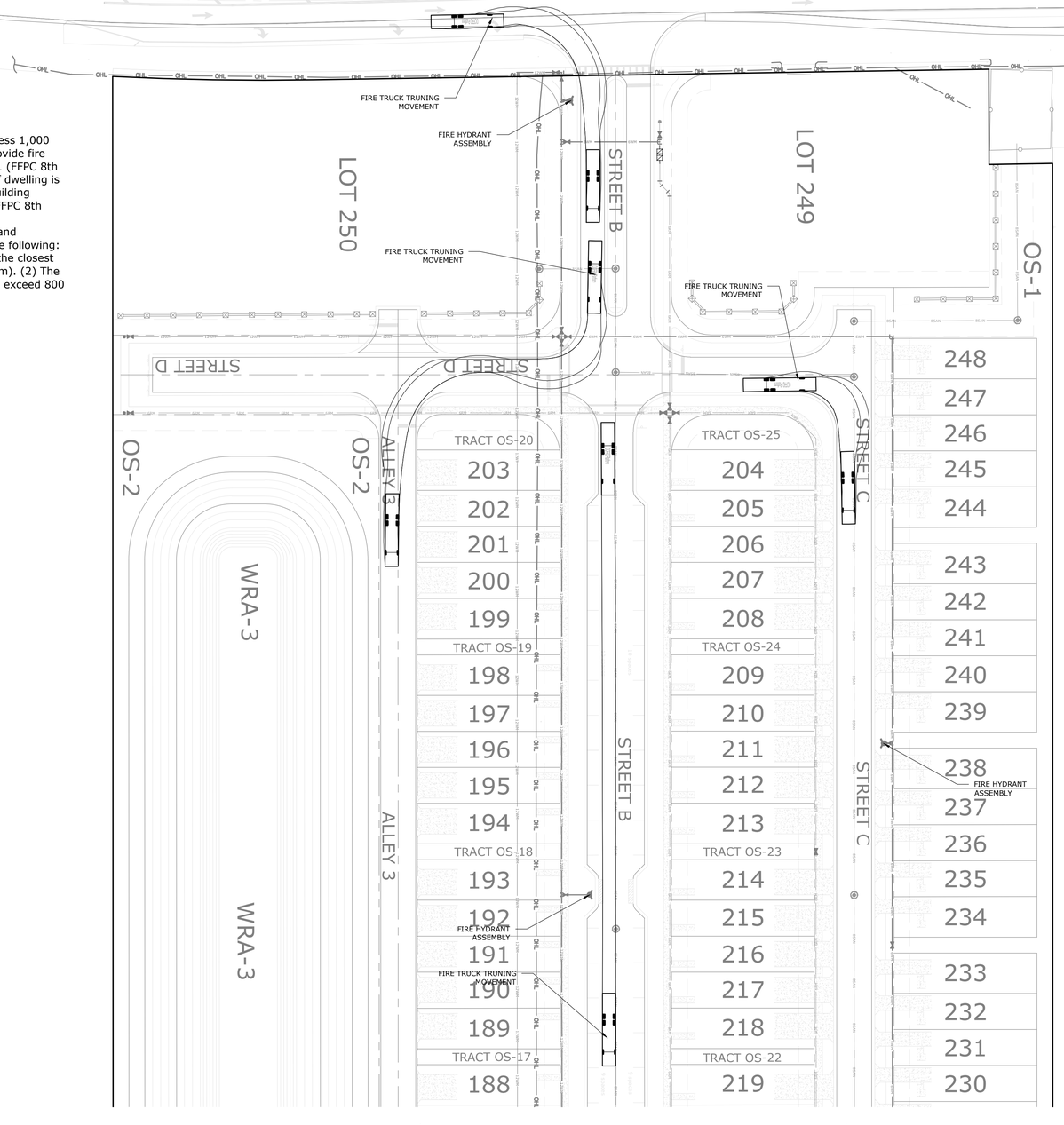

SEE SHEET 21 OF 32

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City of Eustis, Florida

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Fire Turning Plan 4

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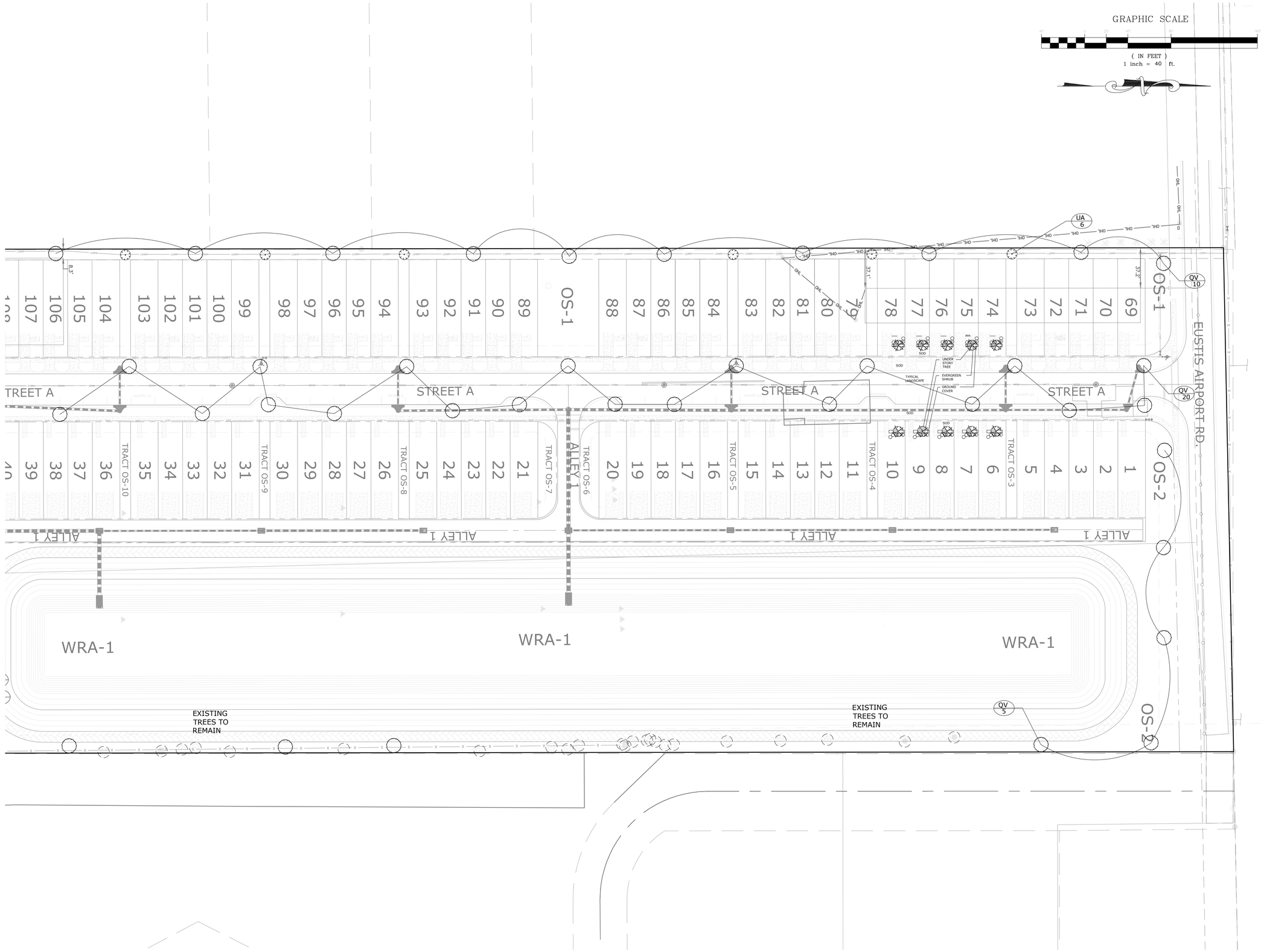
SHEET NUMBER
23 OF 32

SEE SHEET 25 OF 32



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City of Eustis, Florida

Preliminary Subdivision Plan

Landscape Plan 1

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SHEET NUMBER
24 OF 32

GRAPHIC SCALE

(IN FEET)
1 inch = 40 ft.

SEE SHEET 27 OF 32

SEE SHEET 26 OF 32

SEE SHEET 24 OF 32

TWO CANOPY TREES PER LOT

EXISTING TREES TO REMAIN

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Landscape Plan 2

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SHEET NUMBER
25 OF 32

GRAPHIC SCALE

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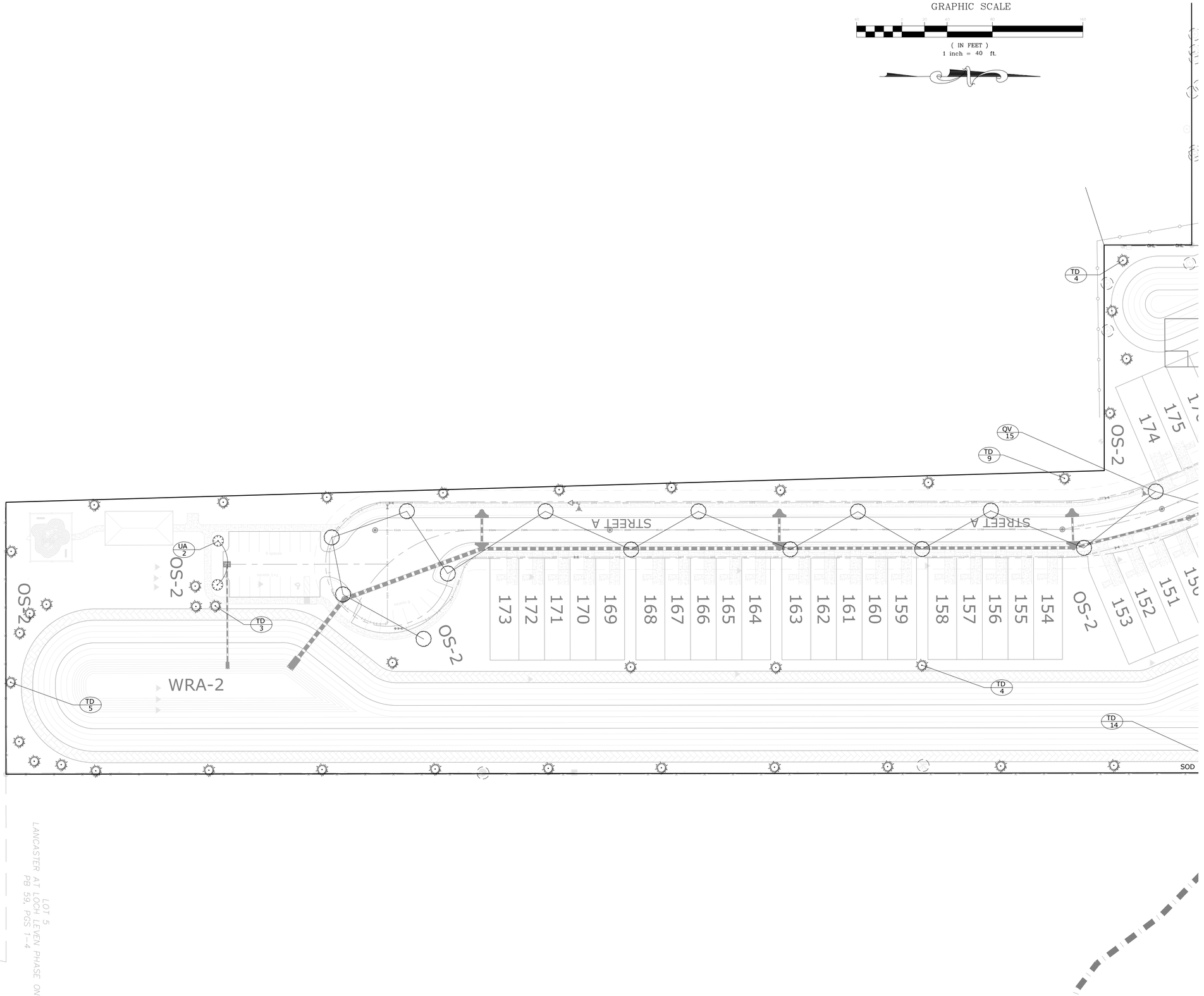

LOT 5
LOCH LEVEN PHASE ONE
PB 59, PGS 1-4

LANCASTER AT

LANCAS

LANC

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Landscape Plan
3

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SHEET NUMBER
26 OF 32

GRAPHIC SCALE

(IN FEET)
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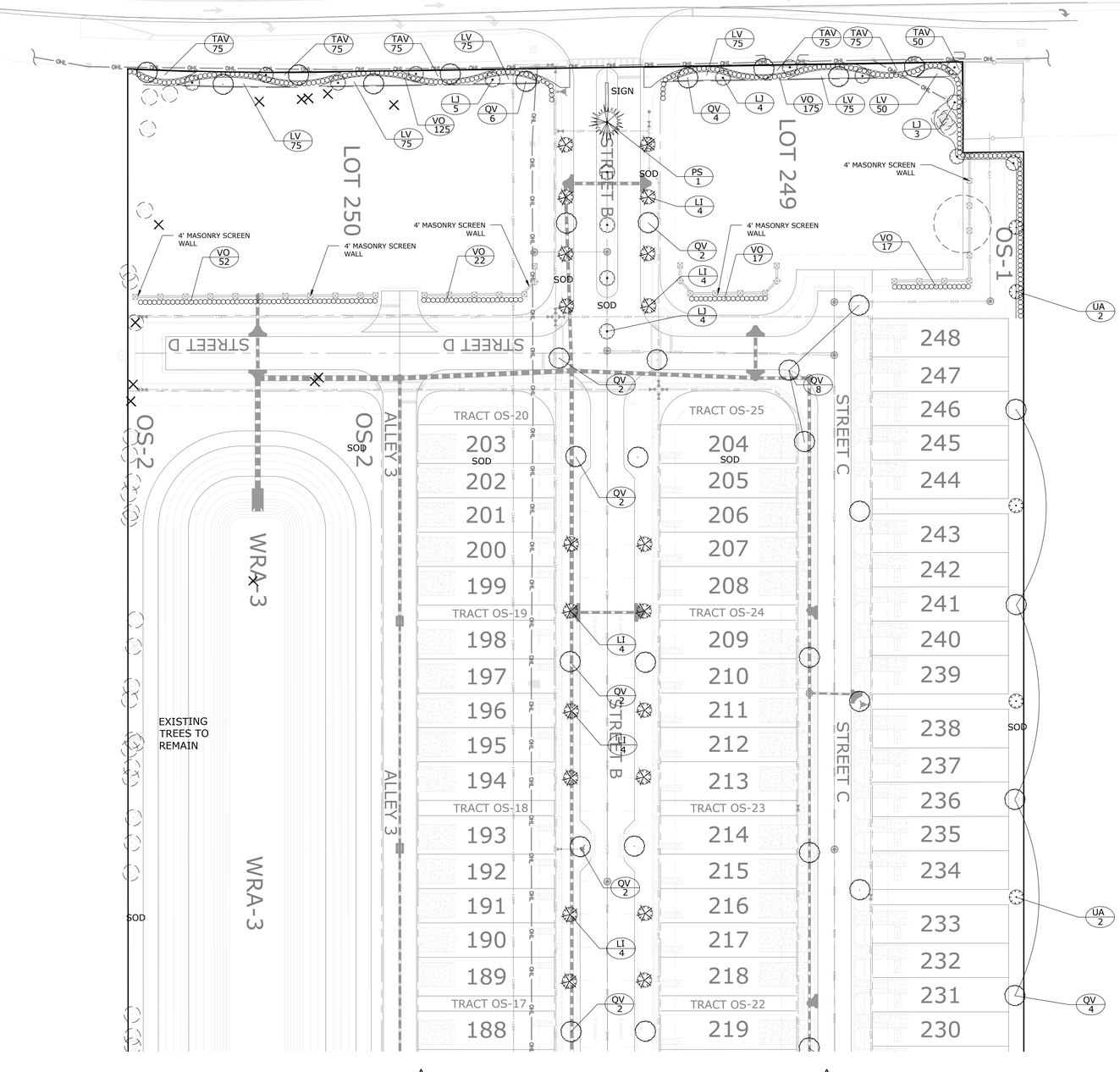

SEE SHEET 25 OF 32

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Doris Park
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Preliminary Subdivision Plan

Landscape Plan 4

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SHEET NUMBER
27 OF 32

PLANT LIST

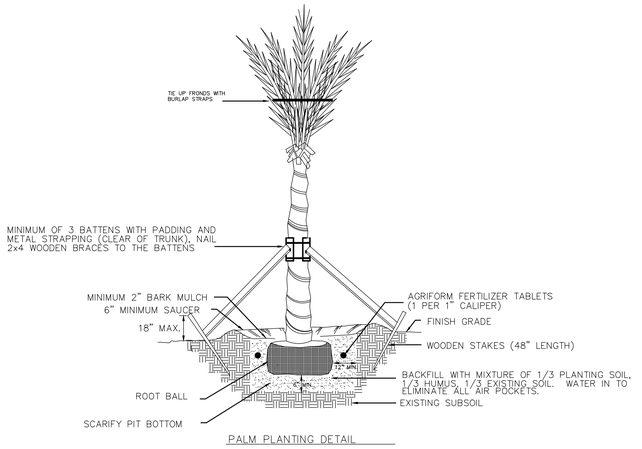
QTY.	SYM.	BOTANICAL NAME	COMMON NAME	SIZE	WATER	NATIVE
TREES						
1	PS	PHOENIX SYLVESTRIS	SILVER DATE PALM	20' SPR., 12' CT	LOW	NO
43	TD	TAXODIUM DISTICHUM	BALD CYPRESS	12', 3" CAL.	LOW	YES
118	QV	QUERCUS VIRGINIANA	LIVE OAK	12', 3" CAL.	LOW	YES
28	LI	LAGERSTROEMIA INDICA	CREPE MYRTLE	10'; 2.5" CAL.	MODERATE	NO
28	UA	ULMUS ALATA	WINGED ELM	12', 3" CAL.	LOW	YES
20	LJ	LIGUSTRUM JAPONICUM	LIGUSTRUM	10'; 2.5" CAL.	LOW	NO
SHRUBS						
00	VS	VIBURNUM SUSPENSUM	SANDANKWA	24"X24"; 30" OC	LOW	NO
350	VO	VIBURNUM ODORATISSIMUM	SWEET VIBURNUM	30"X24"; 30" OC	LOW	NO
20	MC	MUHLENBERGIA CAPILLARIS	PINK MUHLY	24"X24"; 30" OC	LOW	YES
GROUND COVER						
425	LV	LIRIOPE VARIEGATA	AZTEC GRASS	FULL GLS.; 24" OC	MODERATE	NO
295	TA	TRACH. ASIATICUM	MINIMA	FULL GLS.; 24" OC	MODERATE	NO
875	TAV	TRACH. ASIATICUM VAR.	TRI-COLOR	FULL GLS.; 24" OC	MODERATE	NO

TREE CALCULATIONS

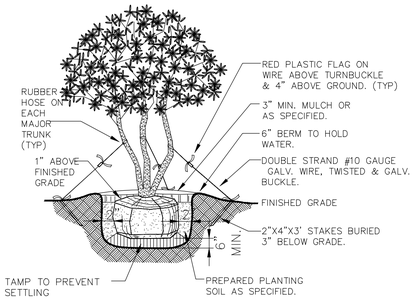
TREES REMOVED	316"
TREES SAVED	823"
TREES INSTALLED	687"
TOTAL 1510" – 316" = 1194"CREDIT	

GENERAL LANDSCAPE NOTES

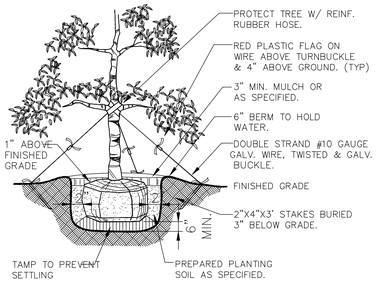
1. ALL PLANTS TO BE FLORIDA NO. 1, OR BETTER AS OUTLINED UNDER 'GRADES AND STANDARDS FOR NURSERY PLANTS, PART I, 1963 AND PART II, STATE OF FLORIDA DEPARTMENT OF AGRICULTURE, TALLAHASSEE, FLORIDA, AND ANY AMENDMENTS THERETO.
2. ALL TREES AND PLANT MATERIAL SHALL BE PLANTED IN ACCORDANCE WITH THE SPECIFICATIONS DESCRIBED IN THE STATE DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, DIVISION OF FORESTRY, "TREE PROTECTION MANUAL FOR BUILDERS AND DEVELOPERS", OCTOBER, 1980.
3. THE LANDSCAPE CONTRACTOR (CONTRACTED BY OWNER, N.I.C.) SHALL BE RESPONSIBLE FOR ALL MATERIALS AND ALL WORK AS CALLED FOR ON THE LANDSCAPE PLANS. THE LIST OF PLANT QUANTITIES ACCOMPANYING THE PLANS SHALL BE USED AS A GUIDE ONLY. IF A VARIATION OCCURS BETWEEN THE PLANS AND THE PLANT LIST, THE PLANS SHALL CONTROL.
4. ALL TREES, SHRUBS AND GROUND COVERS SHALL BE PLANTED USING A SOIL MIXTURE PREPARED ACCORDINGLY (2/3 EXISTING SOIL, 1/3 PEAT).
5. THE LANDSCAPE CONTRACTOR SHALL INSURE ADEQUATE VERTICAL DRAINAGE IN ALL PLANT BEDS AND PLANTERS. VERTICAL DRILLING THROUGH ANY COMPACTED FILL TO NATIVE SOIL SHALL BE ACCOMPLISHED TO AID DRAINAGE.
6. ALL PLANT BEDS AND TREE WATERING BASINS SHALL BE TOP DRESSED WITH THREE INCHES (3") OF PINE BARK MULCH.
7. NO TREES SHALL BE PLANTED CLOSER THAN 4 FEET (4') FROM THE EDGE OF PAVEMENT TO ALLOW ADEQUATE TREE TRUNK PROTECTION .
8. LANDSCAPE CONTRACTOR SHALL BE WHOLLY RESPONSIBLE FOR STABILITY AND PLUMB CONDITION OF ALL TREES AND SHALL BE LEGALLY LIABLE FOR ANY DAMAGE CAUSED BY THE INSTABILITY OF ANY PLANT MATERIAL.
9. ALL LAWN AREAS TO RECEIVE SOD SHALL BE DISKED FOUR(4) TO SIX(6) INCHES AND DRAGGED TO ESTABLISH A LEVEL FINISH GRADE. ALL DEBRIS TO BE REMOVED FROM THE SITE.
10. SOD SHALL BE FREE OF WEEDS AND PESTS. IT SHALL BE LAID EVENLY AND ROLLED, WITH TIGHT FITTING JOINTS. THE SOD SHALL CONTAIN MOIST SOIL WHICH DOES NOT FALL APART OR TEAR WHEN LIFTED. ALL AREAS NOT PAVED OR OTHERWISE LANDSCAPED SHALL BE SODDED. SOD SHALL BE ARGENTINE BAHIA OR EQUAL.
11. ALL LANDSCAPE AREAS TO BE IRRIGATED WITH AN AUTOMATIC UNDERGROUND SYSTEM, WITH 100% COVERAGE, BACKFLOW PREVENTOR, & RAIN SENSOR DEVICE. DIRECT SPRAY HEADS AWAY FROM ANY NATURAL AREAS AND PAVED SURFACES.



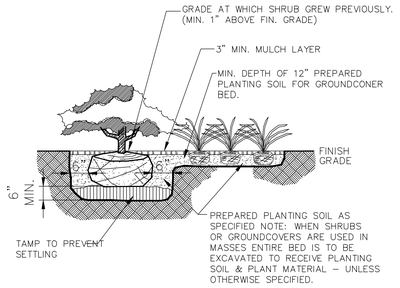
PALM PLANTING DETAIL



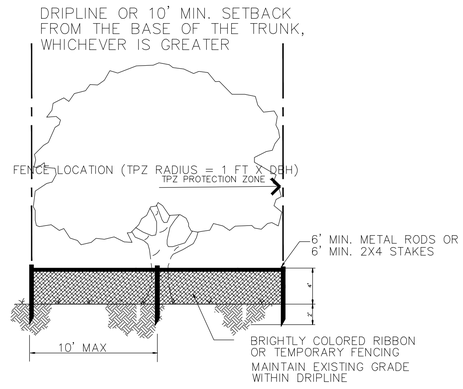
MULTI-TRUNK DETAIL



TREE PLANTING DETAIL



SHRUB AND GROUND COVER DETAIL



TREE BARRICADE DETAIL

Ravensdale Planning & Design
Land Planning Landscape Architecture • Project Management Expert Witness
5106 South Pointe Drive Inverness, Florida 34450
(407) 647-1213

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Details

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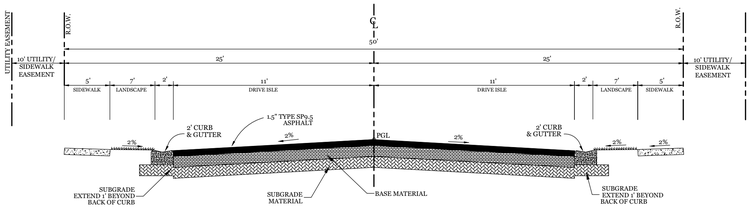
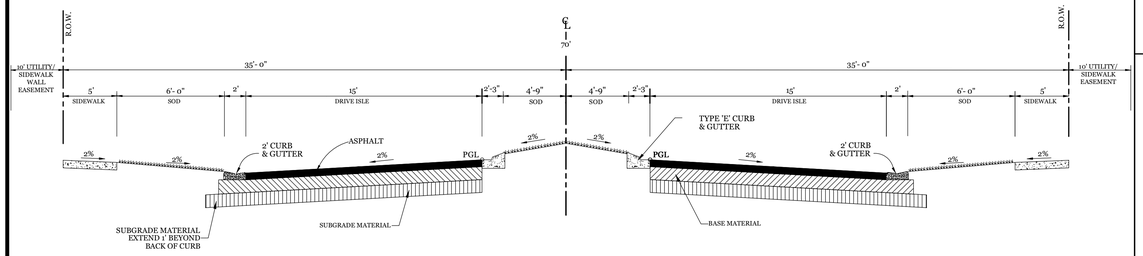
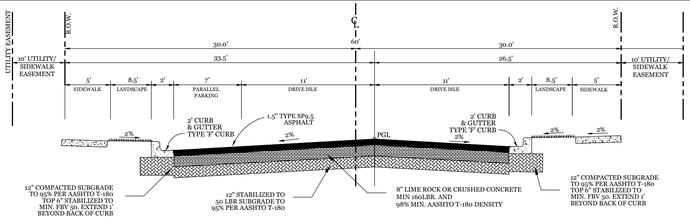
SHEET NUMBER
28 OF 32



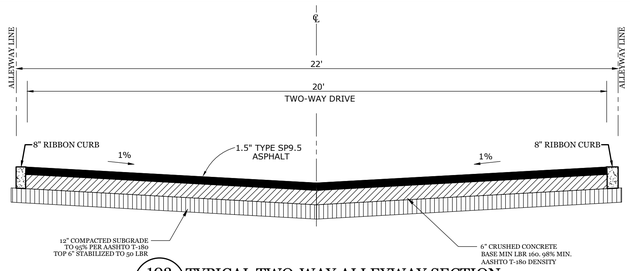
100 - TYPICAL 50' ROW ROADWAY CROSS SECTION DETAIL
N.T.S.



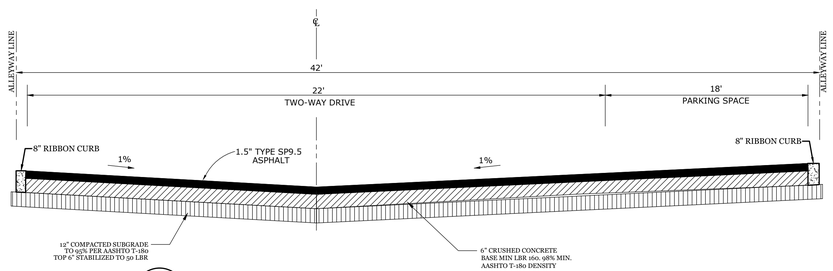
101 - TYPICAL DIVIDED ENTRY ROAD CROSS SECTION DETAIL
N.T.S.



102 - TYPICAL 55' ROW ON-STREET PARKING CROSS SECTION DETAIL
N.T.S.



103 - TYPICAL TWO-WAY ALLEYWAY SECTION
N.T.S.



104 - TYPICAL TWO-WAY ALLEYWAY W/PARKING SECTION
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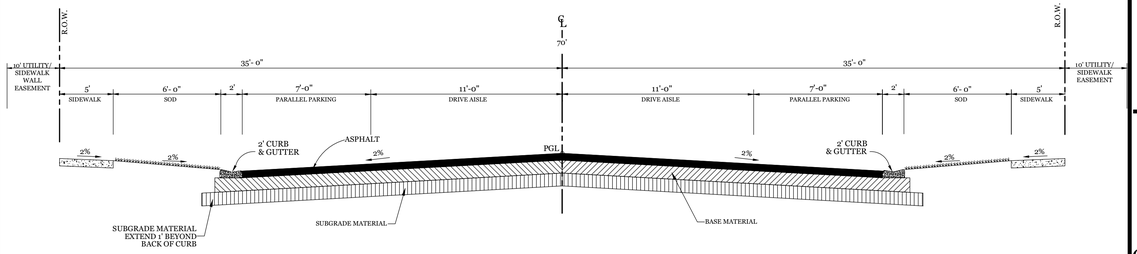
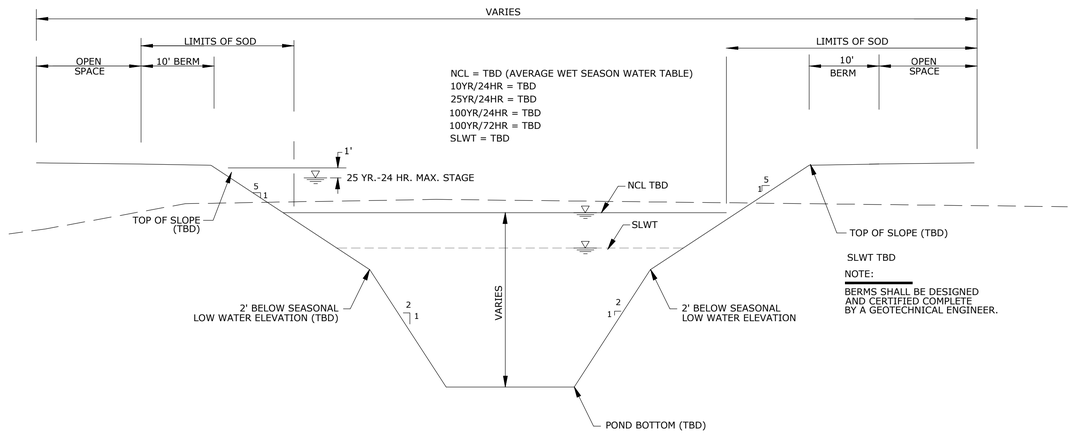
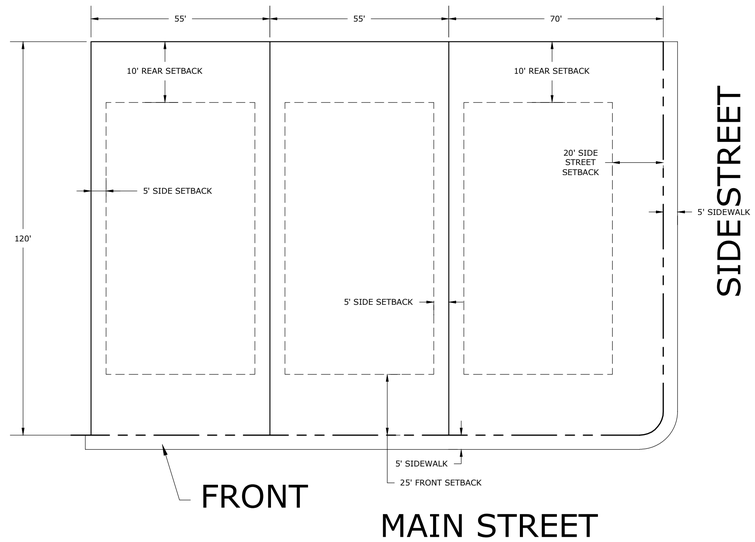


105 - TYPICAL ON-STREET PARKING ENTRY ROAD CROSS SECTION DETAIL
N.T.S.



106 - WET DETENTION POND CROSS SECTION
N.T.S.



107 - TYPICAL SINGLE-FAMILY LOT LAYOUT
N.T.S.

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Doral, FL 33172

Doris Park Landing Subdivision
City of Eustis, Florida

Preliminary Subdivision Plan

General Details 1

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GEOFFREY L. SUMMITT, P.E.
Date: March 10, 2026
FL Registration #58775
Certificate of Authorization #29665

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2	01/16/26	Revised Per City Comments
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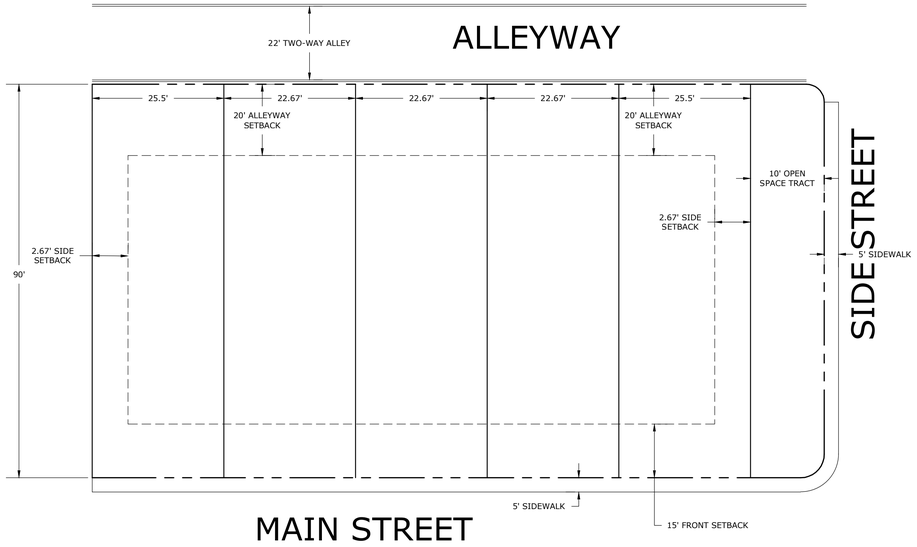
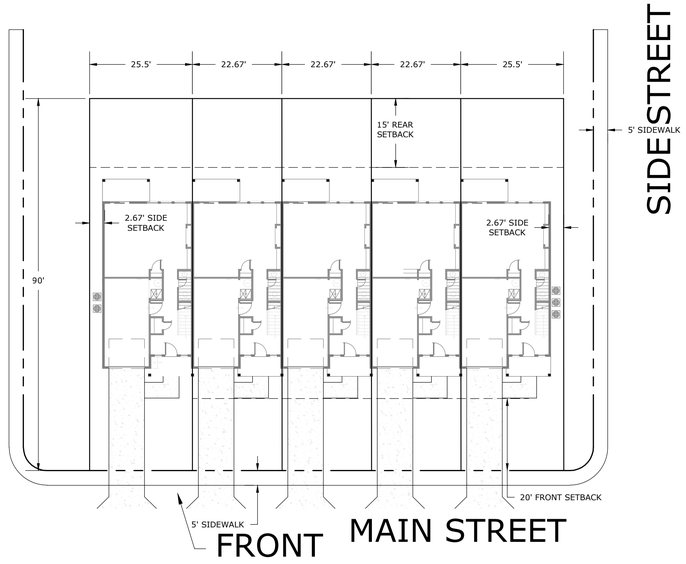
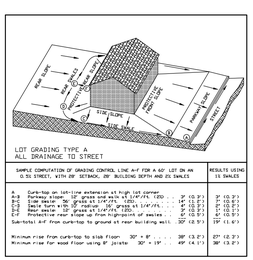
29 OF 32



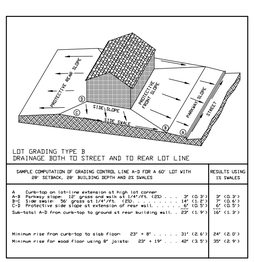
200 TYPICAL REAR-LOADED TOWNHOME LOT CONFIGURATION
N.T.S.



201 TYPICAL FRONT-LOADED TOWNHOME LOT CONFIGURATION
N.T.S.



205 TYPE 'A' LOT GRADING
N.T.S.



206 TYPE 'B' LOT GRADING
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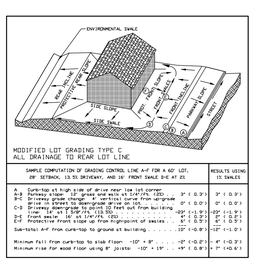

207 TYPE 'C' LOT GRADING
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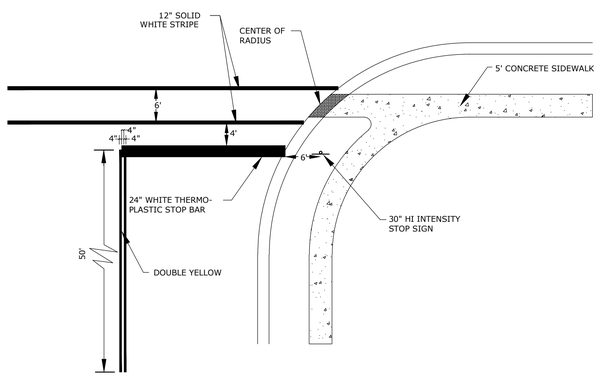
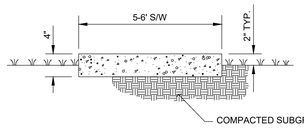


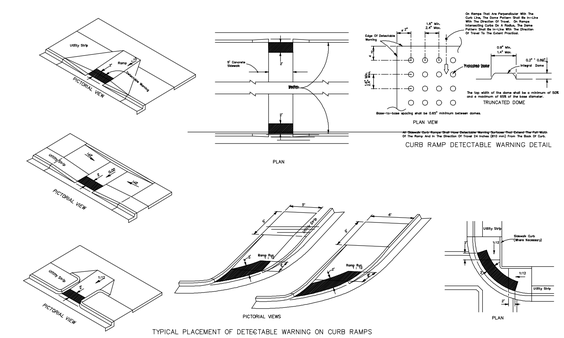
202 STOP SIGN, STOP BAR & CROSSWALK
N.T.S.



CONCRETE WALK AT 3,000 PSI
WOOD FLOAT FINISH. SAW CUT
CONTRACTION JOINTS AT 5' O.C. MIN.
EXPANSION JOINT AT 20' O.C. MIN

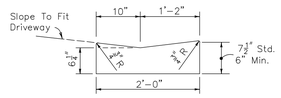
NOTE: ALL SIDEWALK TO BE CONSTRUCTED AS PART OF INFRASTRUCTURE

208 STANDARD SIDEWALK DETAIL
N.T.S.



TYPICAL PLACEMENT OF DETECTABLE WARNING ON CURB RAMPS

203 TRUNCATED DOME DETAIL
N.T.S.



For curb, gutter, curb and gutter and traffic separators provide contraction joints at 10' centers (max.). Contraction joints adjacent to concrete pavement on tangents and flat curves are to match the pavement joints, with intermediate joints not to exceed 10' centers.

300M MIAMI CURB
N.T.S.

Standard LED Area Lighting

Decorative LED Area Lighting

Fixtures	A	B	C	D	E	F	G	H	J
Type:	Yard	Cobra Head	Shoebox	Shoebox	Shoebox	Shoebox	Ultraflood	Colonial	Acorn
CU	LEDYLS5	LEDSLUGS3	LEDSBUGM3SB	LEDSBUGM4SB	LEDSBUGL2SB	LEDSBUGL4SB	LEDFLUGM LEDFLUGL	LEDCOUTS5SB	LEDORUTS5SB
Color	Aluminum	Light Gray	Black	Black	Black	Black	Light Gray	Black	Black
Effective Lumens (see note 1)	Small = 6,020	Small = 6,179	Medium = 19,699	Medium = 18,900	Large = 29,597	Large = 28,400	Medium = 19,973 Large = 21,932	Small = 4,857	Small 3,998
Lighting Pattern Type	5	3	3	4	2	4	Directional	5	5
Lighting Pattern Reference									
Use with Pole:	4	3 & 4	2, 3, & 4	2, 3, & 4	2, 3, & 4	2, 3, & 4	2, 3, & 4	1 & 2	1 & 2
Poles	1	2	3	4					
Type:	Fluted Concrete	Smooth Concrete	Square Concrete	Wood					
CU	15FCL	15CL, 20CL, 25CLTR, 30CLTR, 35CLTR	30-CL, 35-CL, 35CLTS	30-6L, 35-5L, 35-6L, 40-2, 40-4, 40-6					
Material	Concrete	Concrete	Concrete	Wood					
Color	Black	Black	Natural	Green tint					
Mounted Height	12'	12', 15', 20', 25', 29'	25', 29'	25', 29', 34'					

Notes:
1.) Effective Lumens are approximated, actual lumen output may vary.
2.) Go to https://secoenergy.com and hover over the "Your Co-op" tab and select "Rate Tariff" to view the most current "Lighting Service - Schedule LS" rates.
3.) SECO Energy does not perform photometric studies for lighting projects. The member will be required to provide light locations to SECO Energy for engineering design. Lighting (.ies) files are available upon request.
4.) Contributions In Aid of Construction (CIAC) for lighting installations will be determined by the SECO Energy engineering department.
5.) All luminaires illustrated above (except the Ultraflood) are Dark Sky Friendly, but some are not listed on the International Dark-Sky Association approved compliance listing. For more information, visit the following website link: DarkSky Approved | DarkSky International

Approved By:	David Johnson, PE	Approved Date:	March 31, 2025

204 SECO ENERGY STREET LIGHT FIXTURE DETAIL
N.T.S.

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Preliminary Subdivision Plan

General Details 2

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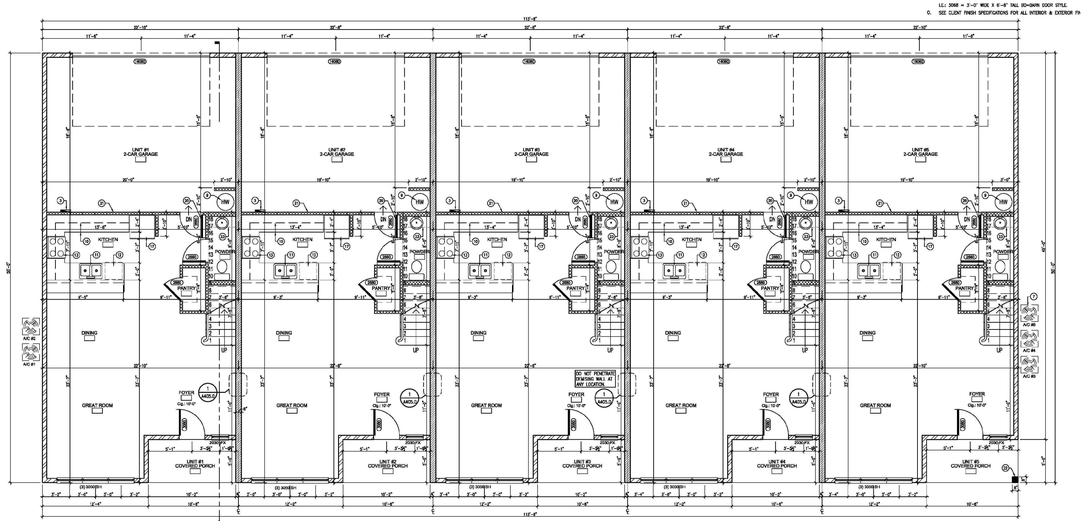
7	—	—
8	—	—
9	—	—
10	—	—

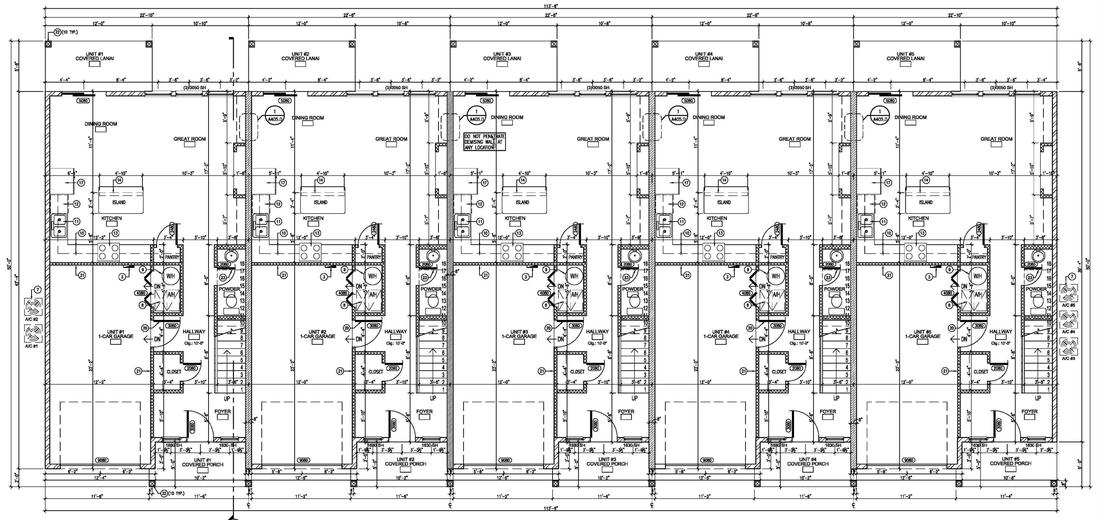
SHEET NUMBER
30 OF 32

400 - REAR-LOADED TOWNHOME FRONT COLOR ELEVATION
N.T.S.

400 - FRONT-LOADED TOWNHOME FRONT COLOR ELEVATION
N.T.S.



401 - REAR-LOADED TOWNHOME FIRST FLOOR LAYOUT PLAN
N.T.S.



401 - FRONT-LOADED TOWNHOME FIRST FLOOR LAYOUT PLAN
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Architectural Elevations 1

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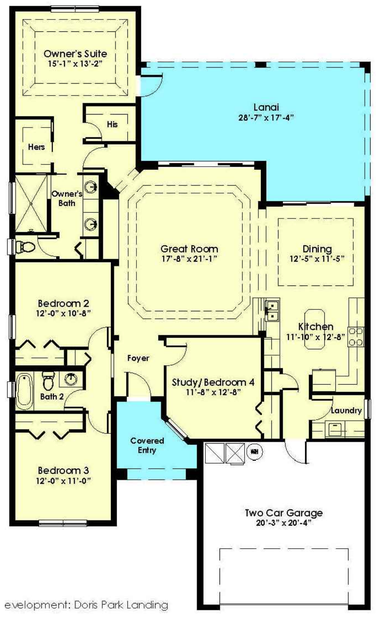
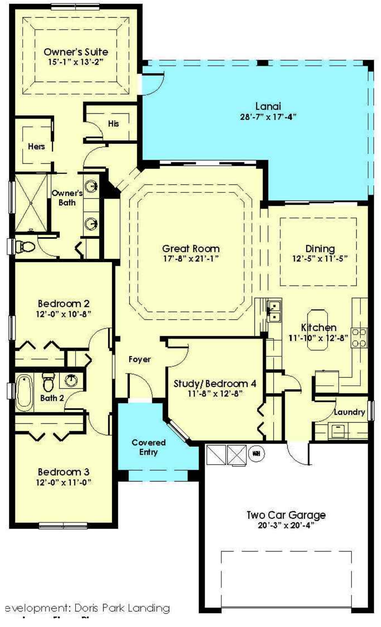
SHEET NUMBER
31 OF 32

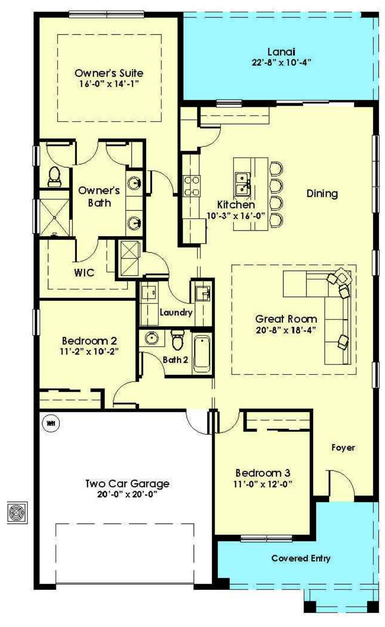
500 - SINGLE FAMILY DETACHED FRONT COLOR ELEVATION
N.T.S.

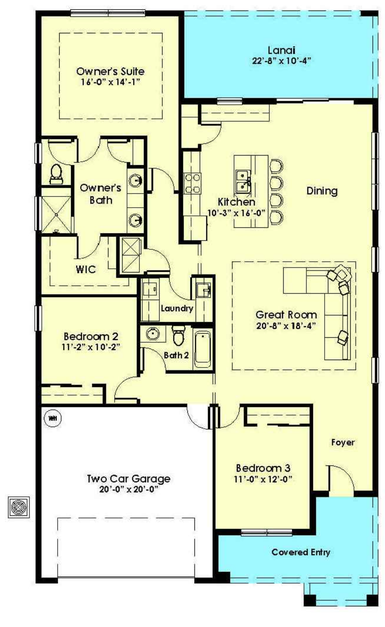


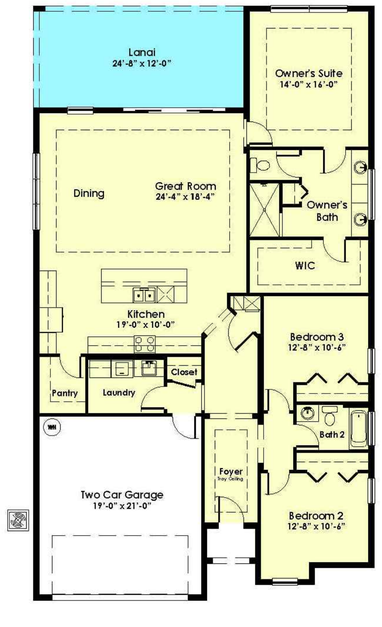
evelopment: Doris Park Landing



evelopment: Doris Park Landing







400 - SINGLE FAMILY DETACHED PRELIMINARY FLOOR PLANS
N.T.S.

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32 OF 32

Comprehensive Plan/Future Land Use Request Analysis **(Ordinance Number 2026-07)**

The proposed Future Land Use amendment and Design District assignment are consistent with the Development Agreement approved by the City, which establishes permitted uses and development standards for the subject property.

In Accordance with Chapter 163.3177(9), Florida Statutes:

Discourage Urban Sprawl: Primary Indicators of Sprawl:

The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

Review of Indicators

1. Low Intensity Development:

Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The requested future land use will provide Commercial uses at a major intersection.

2. Urban Development in Rural Areas:

Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The area is a significant intersection in an urbanizing/suburbanizing area.

3. Strip or Isolated Development:

Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The site is within an urbanizing corridor with commercial and industrial land uses designated to the west and residential development to the south.

4. Natural Resources Protection:

Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

This indicator does not apply. The subject property is a tree farm (silviculture) and is currently planted with pine and mixed natural deciduous trees.

5. Agricultural Area Protection:

Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This property does support active agricultural or silvicultural activities (tree farm/planted pine). However, the property is within an existing developed and further developing area, with similar land uses assigned.

6. Public Facilities:

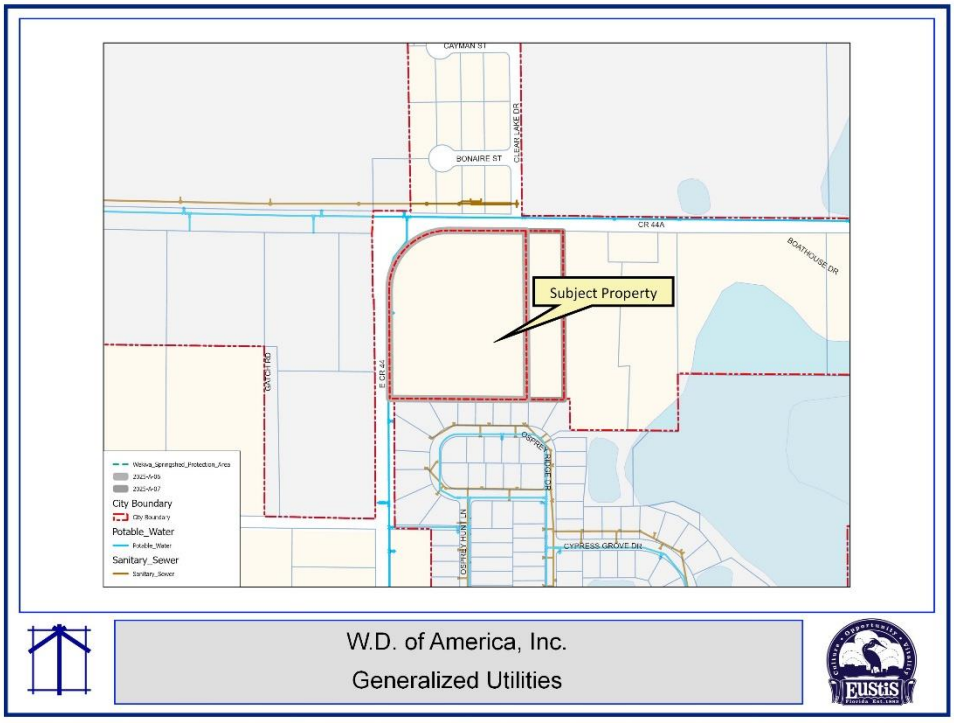
Fails to maximize use of existing public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of the City's water service. City Sewer is available to the property and will be addressed via the site development process.

7. Cost Effectiveness and Efficiency of Public Facilities:

Allows for land use patterns or timing that disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing and future development consistent with the requested GC future land use designation. The City provides these services to other properties in the area, so efficiency will improve.



8. *Separation of Urban and Rural:*

Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. No other nearby properties contain active agricultural activities or uses. The surrounding area is developed or has development entitlements attached to the land. These developments have densities and intensities that are clearly suburban uses.

9. Infill and Redevelopment:

Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. This property is a logical extension of development for the city.

10. Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator does not apply. The site is surrounded by single-family development on the adjacent properties, which is consistent with permitted uses in the area. A variety of other uses are evident, including various commercial, industrial, and residential uses, within 1 mile of the subject property.

11. *Accessibility among Uses*:

Results in poor accessibility among linked or related land uses.

This indicator does not apply. The Land Development Regulations include provisions to provide adequate accessibility and linkages between related uses. Development Services will ensure compliance with these standards at the time of development review.

12. Open Space:

Results in the loss of significant amounts of functional open space.

This indicator does not apply. The site does not contain functional open space and is not connected to regionally significant open space.

13. Urban Sprawl:

The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

a. Direction of Growth:
Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

The site is adjacent to existing urban/suburban development patterns and is a logical extension of the urban development boundary. The Comprehensive Plan and Land Development Regulations have provisions to protect natural resources and ecosystems at time of site plan approval.

b. Efficient and Cost-Effective Services:
Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

Water and sewer service are available.

c. Walkable and Connected Communities:
Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

At the time of development, the site must meet the City's Land Development Regulations relating to connection and sidewalks. County Roads 44 and 44A are not City infrastructure and do not currently have a sidewalk system. Interconnectivity to existing and future uses will be a challenge.

d. Water and Energy Conservation:
Promotes the conservation of water and energy.

The development of the site must meet City development and Florida Building Code standards, which will require energy and water-efficient appliances.

e. Agricultural Preservation:
Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable. The site is within an existing developed/developing area.

f. Open Space:
Preserves open space and natural lands and provides for public open space and recreation needs.

This is not applicable. The site does not provide functional open space or natural areas.

g. Balance of Land Uses:
Creates a balance of land uses based upon the demands of the residential population for the nonresidential needs of an area.

The proposed land use would allow for additional commercial opportunities to serve existing residential development and capture market for through-commuters.

h. Urban Form Densities and Intensities:
Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Not applicable.

In Accordance with the Comprehensive Plan Future Land Use Element Appendix:

All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed

or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

Major Categories of Plan Policies:

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the major categories of Plan policies as follows:

1. General Public Facilities/Services:

Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

a. Emergency Services Analysis:

Eustis emergency services already provide emergency response to other properties in the area. Any development consistent with the GC future land use designation would not have a significant negative impact on the operations of Eustis emergency services.

b. Parks & Recreation:

In 2010, the City prepared a Park Inventory and Level of Service Demand and Capacity analysis as part of the Comprehensive Plan Evaluation and Appraisal Report. The results show that a surplus of park area exists up to and beyond the City's population of 20,015. The current population is 24,500. Pursuant to comprehensive plan policy and Land Development Regulation, residential development will be required to provide on-site park amenities.

c. Potable Water & Sanitary Sewer:

Water and sewer are available to the subject property. Both the water and sewer systems have adequate capacity to serve the development of the property.

d. Schools:

The proposed change should not negatively impact schools. At the time of development application verification of capacity will be required from Lake County Schools.

e. Solid Waste:

The City contracts with Waste Management for the hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in the delivery of services.

f. Stormwater:

The Comprehensive Plan and Land Development Regulations include the level of service standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.

g. Transportation Network Analysis:

This potential added Commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed GC land use. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. Prior to the development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

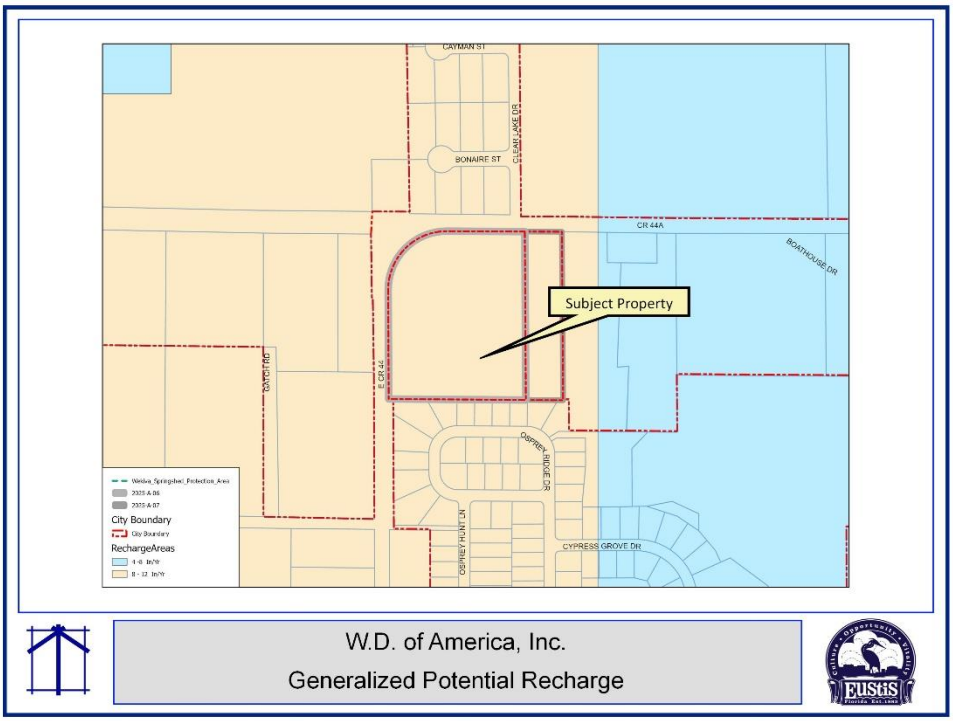
2. Natural Resources/Natural Features:

The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically, each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

a.Groundwater recharge areas:

The site may be within a high recharge area; a site-specific geotechnical and hydrologic study will be needed to determine the site-specific impact

at the time of development. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.

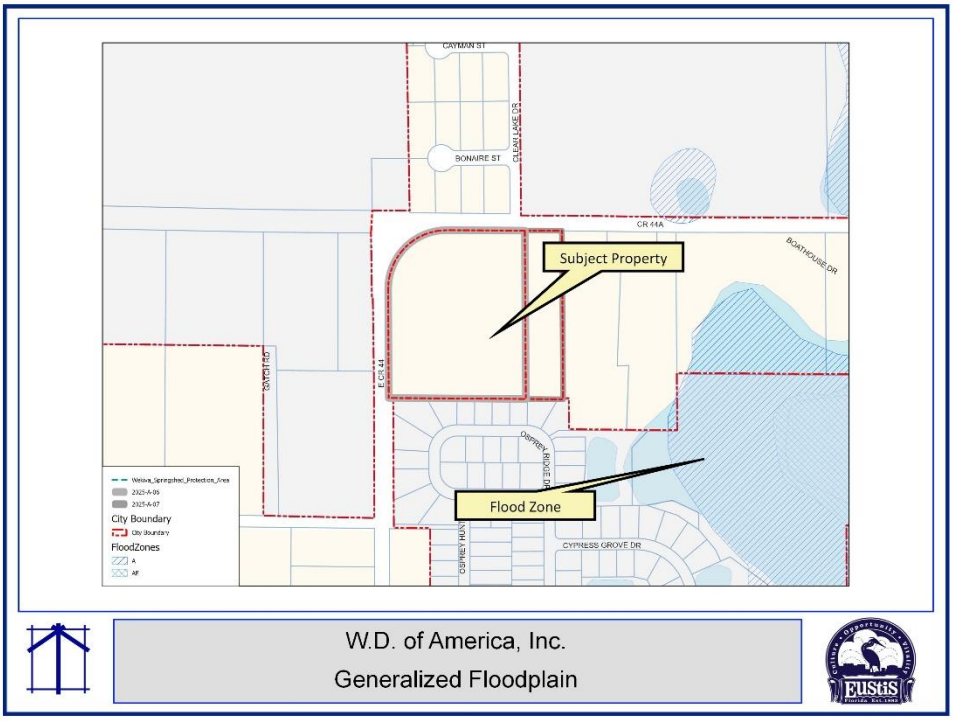


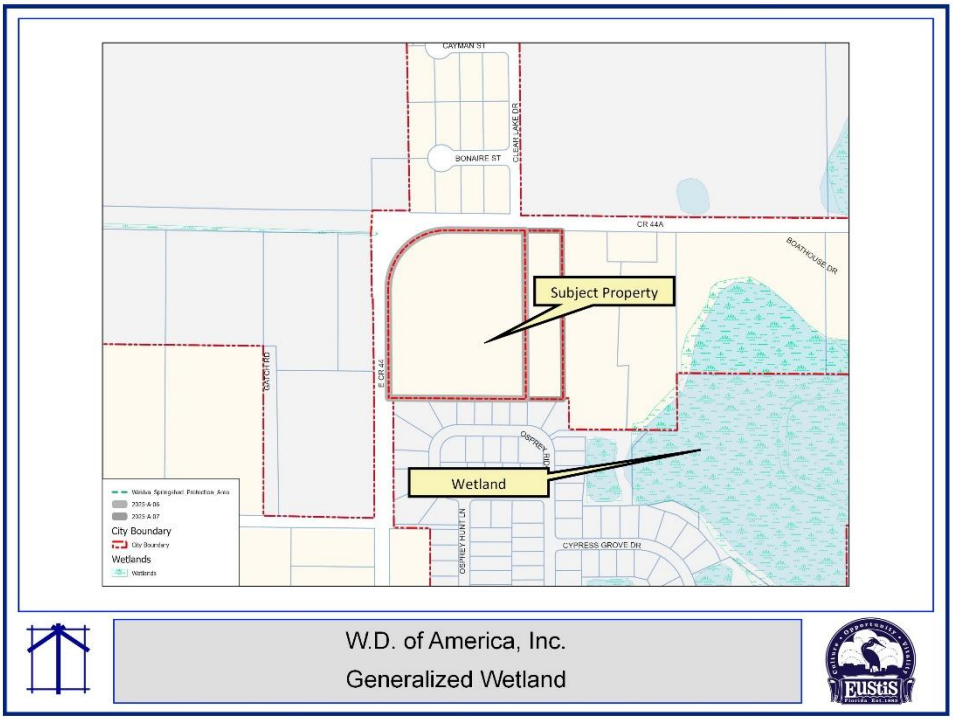
b.Historical or archaeological sites:

The City does not have any record of Florida Master Site Files related to this property, and no known historical or cultural resources exist.

c.Flood zones:

The subject property is not impacted by a 100-year flood zone area. Source - Lake County GIS - 2012 Flood Zones. Development of the property poses no wetland impacts, as no wetlands exist on the property.


CAYMAN ST
BONAIRE ST
CLEAR LAKE DR
CR 44A
BOATHOUSE DR
Subject Property
E CR 44
OSPREY RIDGE DR
Flood Zone
CYPRESS GROVE DR
City Boundary
FloodZones
W.D. of America, Inc.
Generalized Floodplain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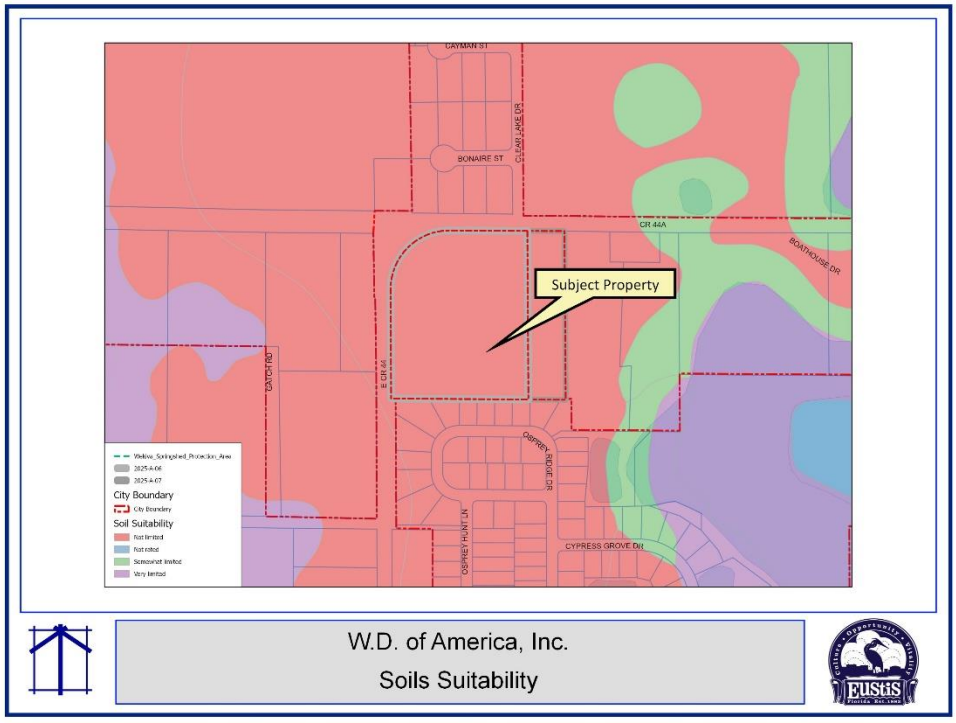
Subject Property
E CR 44
OSPREY RIDGE DR
Wetland
CYPRESS GROVE DR
City Boundary
Wetlands
W.D. of America, Inc.
Generalized Wetland

d.*Soil and topography:*

The soils appear to pose no limitations for development. At the development application stage, soils and geotechnical reports will be required as part of the application packages as well as for permitting for development with the applicable state agencies.

As site plan and building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.



3. Comprehensive Plan Review:

Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

Existing Land Use According to the Lake County Comprehensive Plan:

Policy I-1.3.2 Urban Low Density Future Land Use Category

The Urban Low Density Future Land Use Category provides for a range of residential development at a maximum density of four (4) dwelling units per net buildable acre in

addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use. This category shall be located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities. Within this category any residential development in excess of 10 dwelling units shall be required to provide a minimum 25% of the net buildable area of the entire site as common open space.

The maximum intensity in this category shall be 0.25, except for institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.

TYPICAL USES INCLUDE:

• Residential;

• Nursing and personal care facilities;• Civic uses;

• Residential professional offices;

• Passive parks;

• Religious organizations;

• Day care services;

• Schools;

• Commerce uses, including: services, retail trade, finance, insurance and real estate as allowed pursuant to Policy I-1.3.10 Commercial Activities within the Urban Future Land Use Series (*… Lake County shall allocate sufficient land area to accommodate commercial activities that provide goods and services, with consideration to economic benefits and environmental impacts to the County. For the purposes of this Objective, the term —Commercial shall include commercial, retail, office, limited light industrial uses, and other uses commonly associated with these activities. The location and distribution of commercial land uses within Lake County shall be guided by information contained in the Data Inventory and Analysis for the Future Land Use and Economic Elements. The policies below shall apply to commercial development within the Urban Future Land Use Series.*); and

• Public order and safety.

Proposed Land Use According to the Eustis Comprehensive Plan:

General Commercial

(GC)

The GC designation is intended to provide an area consisting of primarily free-standing commercial land uses serving both motorists and local residents.

General Range of Uses: General Commercial may include a variety of free-standing retail and service uses and small strip centers including automotive-oriented uses such as service stations and auto sales as well as outdoor recreation, and schools. Public and utility services and facilities that are 5 acres or less in size are also permitted.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Developments within the Wekiva Protection Overlay that include longleaf pine, sandhill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Comparison of Lake County Development Conditions

The existing Lake County future land use designation of the property is Urban Low, which provides for a range of residential development in addition to civic, commercial and office uses at an appropriate scale and intensity to serve this category. Allowable density and intensity in Urban Low is a maximum of 4 dwelling units per acre and intensity of 0.25 to 0.35 floor area ratio, with the sum of residential density and non-residential intensity not exceeding 100%.

Residential: Lake County limits residential development to 4 du/acre and other Lake County Comprehensive Plan policies would all for some commercial, while the City of Eustis GC (General Commercial) would allow for a greater variety of commercial uses while limiting residential options.

Proposed Residential Land Uses.

The City shall limit these uses adjacent to incompatible commercial or industrial lands unless sufficient mitigation, such as buffering and setbacks, is provided and available, which lessens the impact on the proposed residences.

Not applicable.

Proposed Non-Residential Land Uses.

The City shall generally not permit new industrial uses to be located adjacent to existing or planned residentially designated areas.

The proposed future land use does not allow for industrial-type uses that may be incompatible with existing residential uses. Through the site

development process, each project is evaluated, and the appropriate land development regulations are applied to mitigate potential incompatibility.

1. Transportation:

   Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

   This potential added commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed GC land use. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. Prior to the development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

2. Water Supply:

   Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

   City water service and other services are available. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

In Accordance with Chapter 102-16(f), Land Development Regulations

Standards for Review:

In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

a. Consistent with Comprehensive Plan:

Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan.

b. In Conflict with Land Development Regulations:

Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

The proposed amendment is not in conflict with the Land Development Regulations. At the time of development, there will be further review for compliance.

c. Inconsistent with Surrounding Uses:

Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

City commercial future land use has been designated for the west side of the CR 44/44A intersection. The General Commercial FLU would not be inconsistent for the area.

d. Changed Conditions:

Whether there have been changed conditions that justify an amendment.

The applicant wishes to annex the property into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. Upon annexation, the subject property will have a full array of municipal services, including central water. These changed conditions warrant a change in the land use designation.

e. Demand on Public Facilities:

Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water and sewer services are available and, in close proximity to the site. Adequate capacity is available to serve future development consistent with the requested future land use designation.

Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

f. Impact on Environment:

Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

The site contains no apparent natural resources and is not connected to significant open space.

g. Orderly Development Pattern:

Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

The site is contiguous to the City limits. The annexation would create a logical development pattern as it extends the City limits to a more natural boundary in this area.

h. Public Interest and Intent of Regulations:

Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations is as follows:

"The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small-town community character and lifestyle."

The requested designation of GC land use will provide for orderly growth and development. This designation would advance the public interest by potentially providing additional commercial options, and the application of the LDRs to future development will ensure consistency with the community character and lifestyle of the city.

i. *Other Matters:*

Any other matters that may be deemed appropriate by the local planning agency or the city commissioners, in review and consideration of the proposed amendment.

No other matters.

Analysis of Design District Request **(Ordinance Number 2026-08)**:

Form-Based Code:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect

1. *Standards for Review:*

The Land Development Regulations include the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a. Section 102-17(a) "...Section 109-3 Design Districts:

identifies the definition, structure, and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a parcel proposed for annexation into the City of Eustis a designation that meets the district pattern and intent (Suburban Corridor). The Suburban development pattern and intent, and the Suburban Corridor definition, structure and form description are stated below. The assignment of a Suburban Corridor design district designation is appropriate due to the established and proposed development patterns in the area.

b.Sec. 109-3.4. Suburban development pattern intent statements:

Intent. Suburban development pattern…relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Each land use provides for pedestrian and bicycle connections.

Design districts – Suburban center.

a. Definition. Mix of commercial, office, and potentially multifamily residential uses.
b. Structure. Development blocks organized with streets, pedestrian walkways and driveways.
c. Form. Mix of nonresidential uses from office to commercial with supportive uses adjacent to larger use types.

A Suburban Corridor designation follows the district pattern and intent outlined in the Land Development Regulations and is consistent with the existing transect in the area.

*c.**Section 102-17(a)***

The following guidelines must be followed when proposing the reassignment of design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed. A Eustis design district designation must be assigned to annexed property. The proposed design district is compatible with the surrounding design districts.

d.Consistent with Comprehensive Plan:

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Comprehensive Plan.

e. Consistent with Surrounding Uses:

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Corridor definition, structure and form are compatible with the existing uses and any proposed uses permitted under the General Commercial and Suburban Residential future land use designations in the area.

f. ***Changed Conditions:***

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation, and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

g. ***Public Facilities.***

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting is not proposed. Assigning a design district to an annexation property will not change the demand impact on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also, see the analysis of public facilities in the above sections of this report.

h. Impact on Environment:

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcel. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity, and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.

i. Property Values:

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting is not being proposed. A City of Eustis design district designation must be assigned to the annexed property. This request should not affect property values because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

j. Orderly Development Pattern:

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The request is the assignment of a design district to an annexation parcel, not redistricting. However, the proposed Design District designation is consistent with the suburban development pattern identified in Section 109-5.5 of the Land Development Regulations. Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

k. Public Interest and Intent of Regulations:

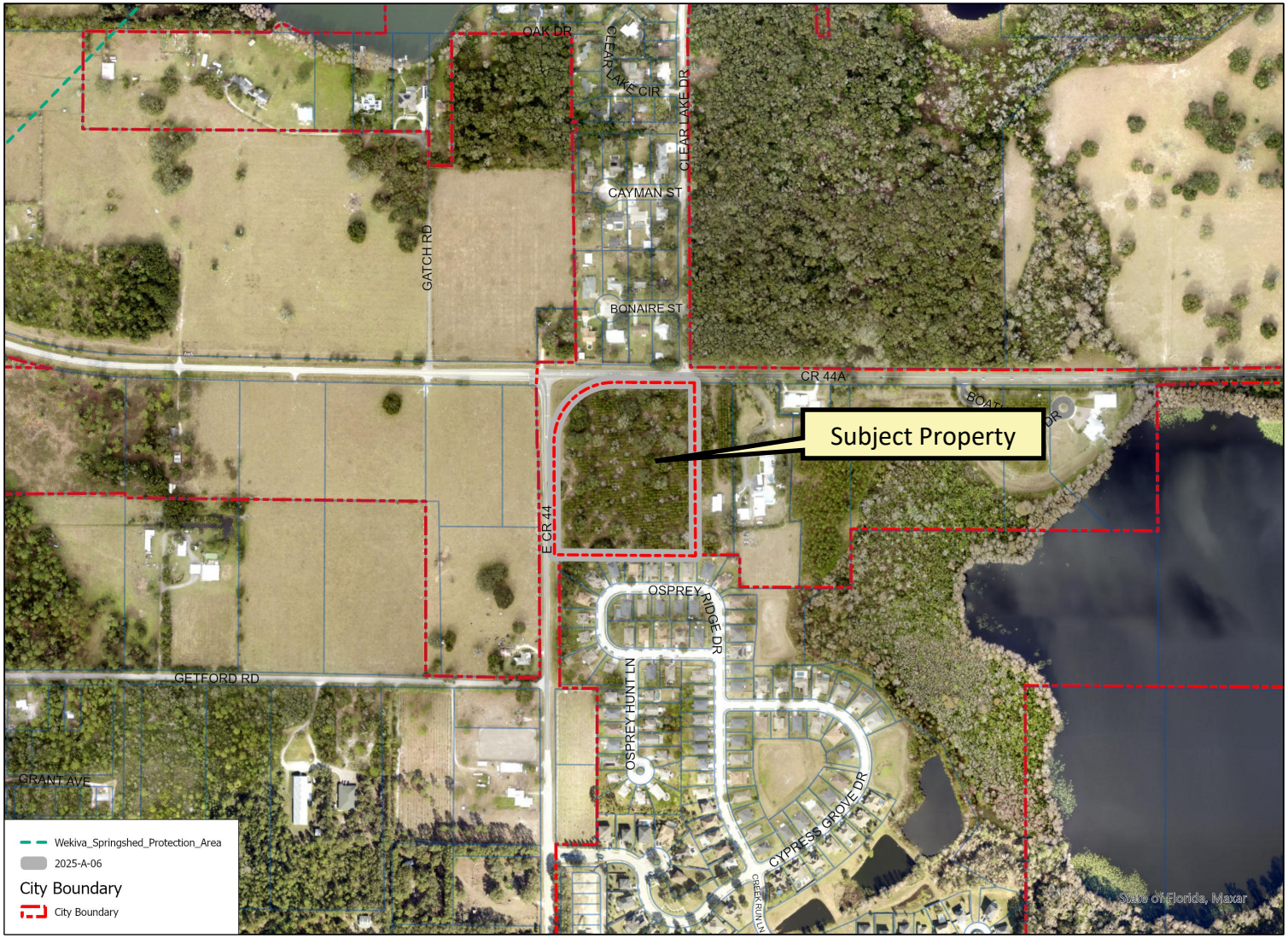
Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The request is the assignment of a design district to an annexation parcel, not redistricting. The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

l. Other Matters:

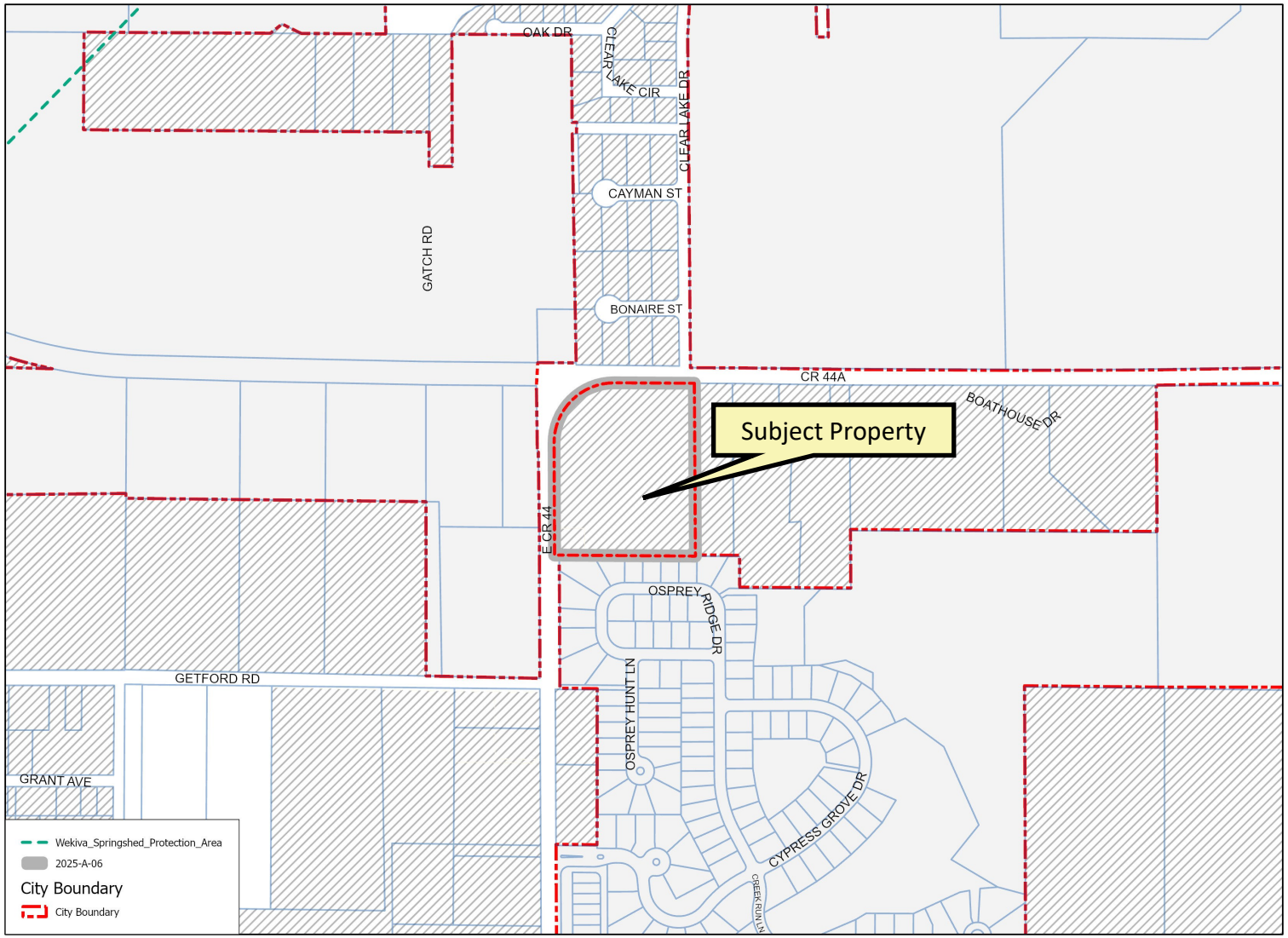
Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is the assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land use, densities, intensities, or required open space. The districts, therefore, must be consistent and follow the urban, suburban, and rural transects. This request assigns a Suburban Corridor design district designation to an annexation parcel, which is consistent with the existing transect.



W.D. of America, Inc.

Aerial Location



W.D. of America, Inc.

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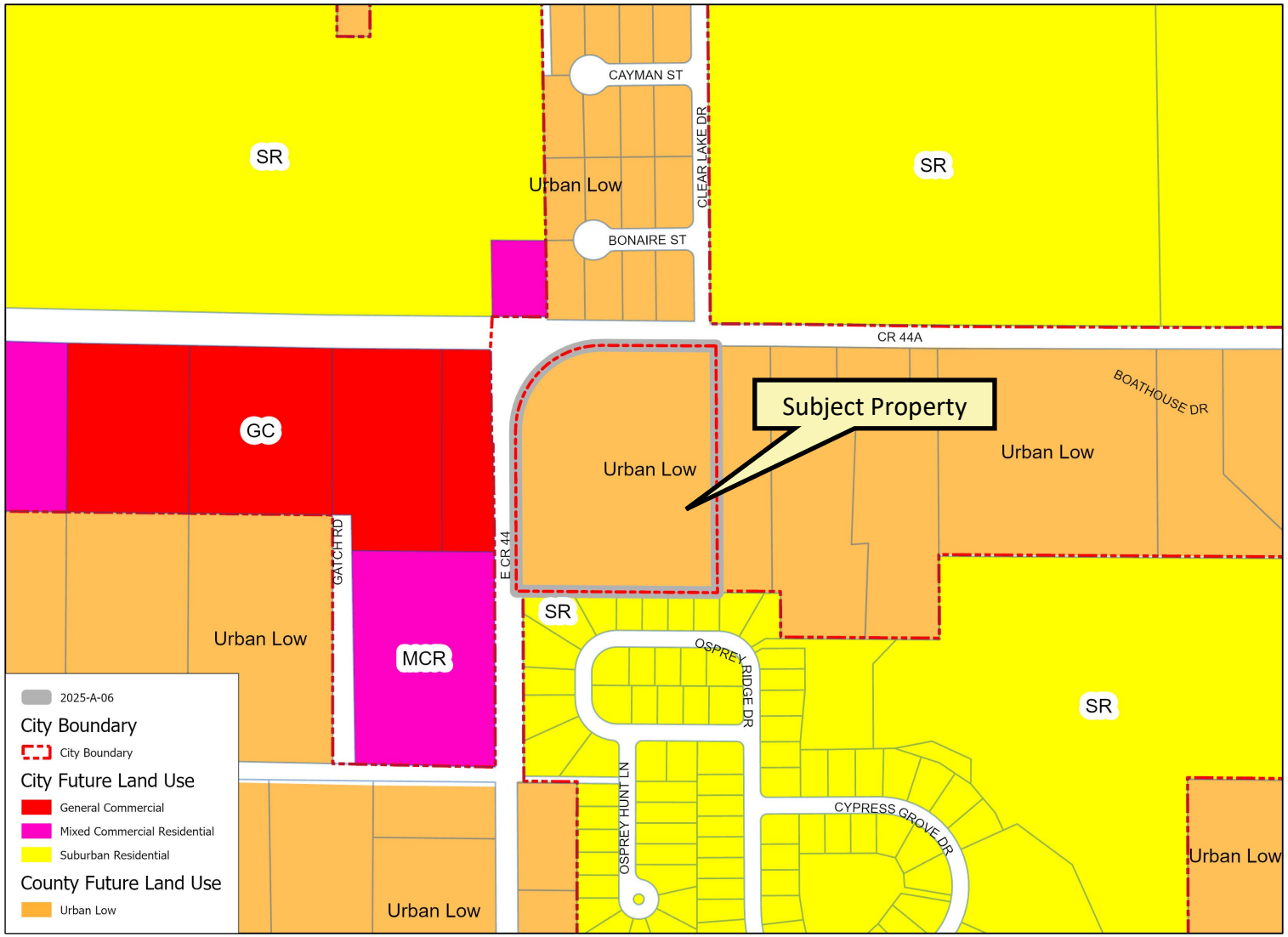
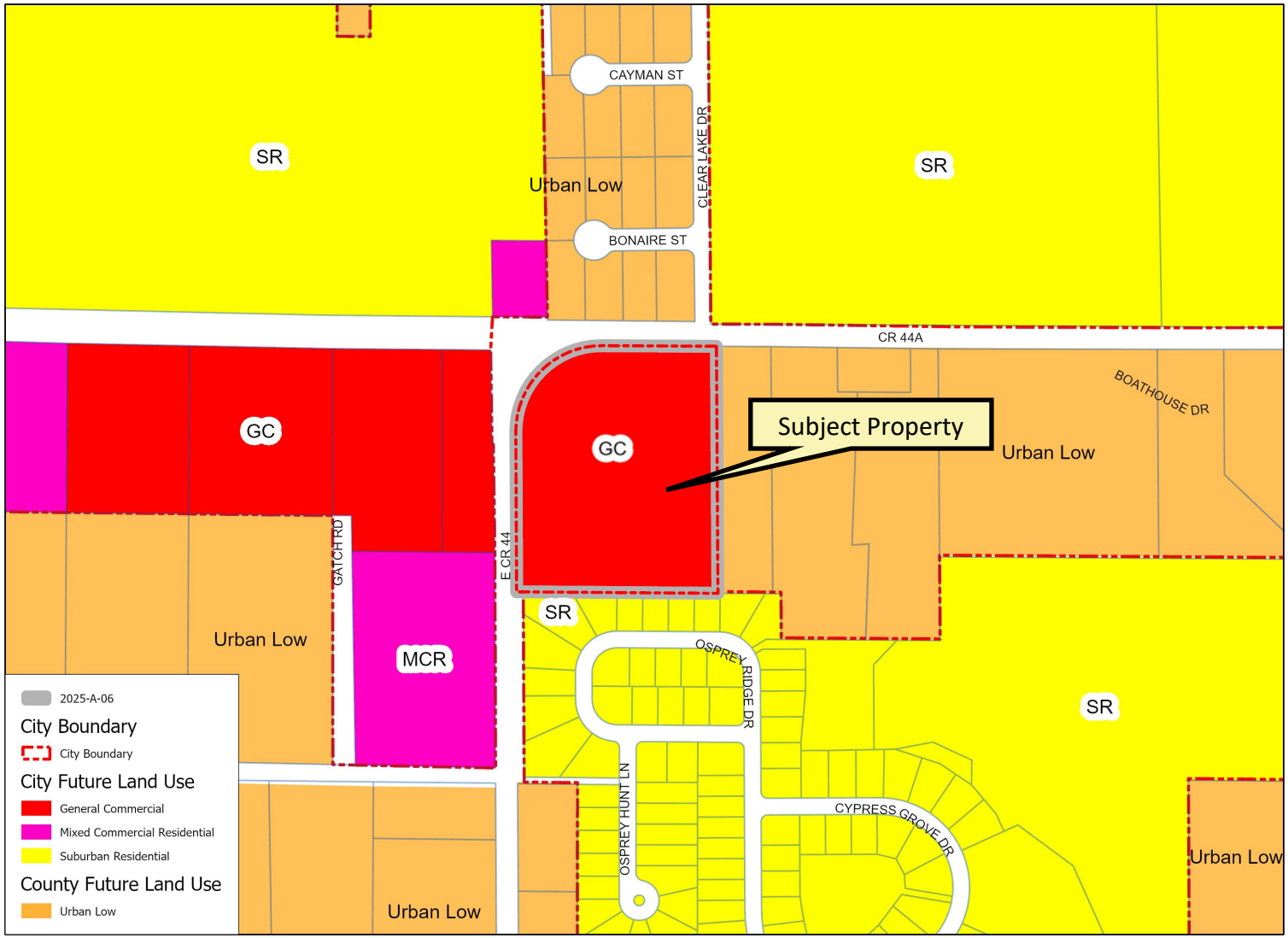


W.D. of America, Inc.

Future Land Use (Current)



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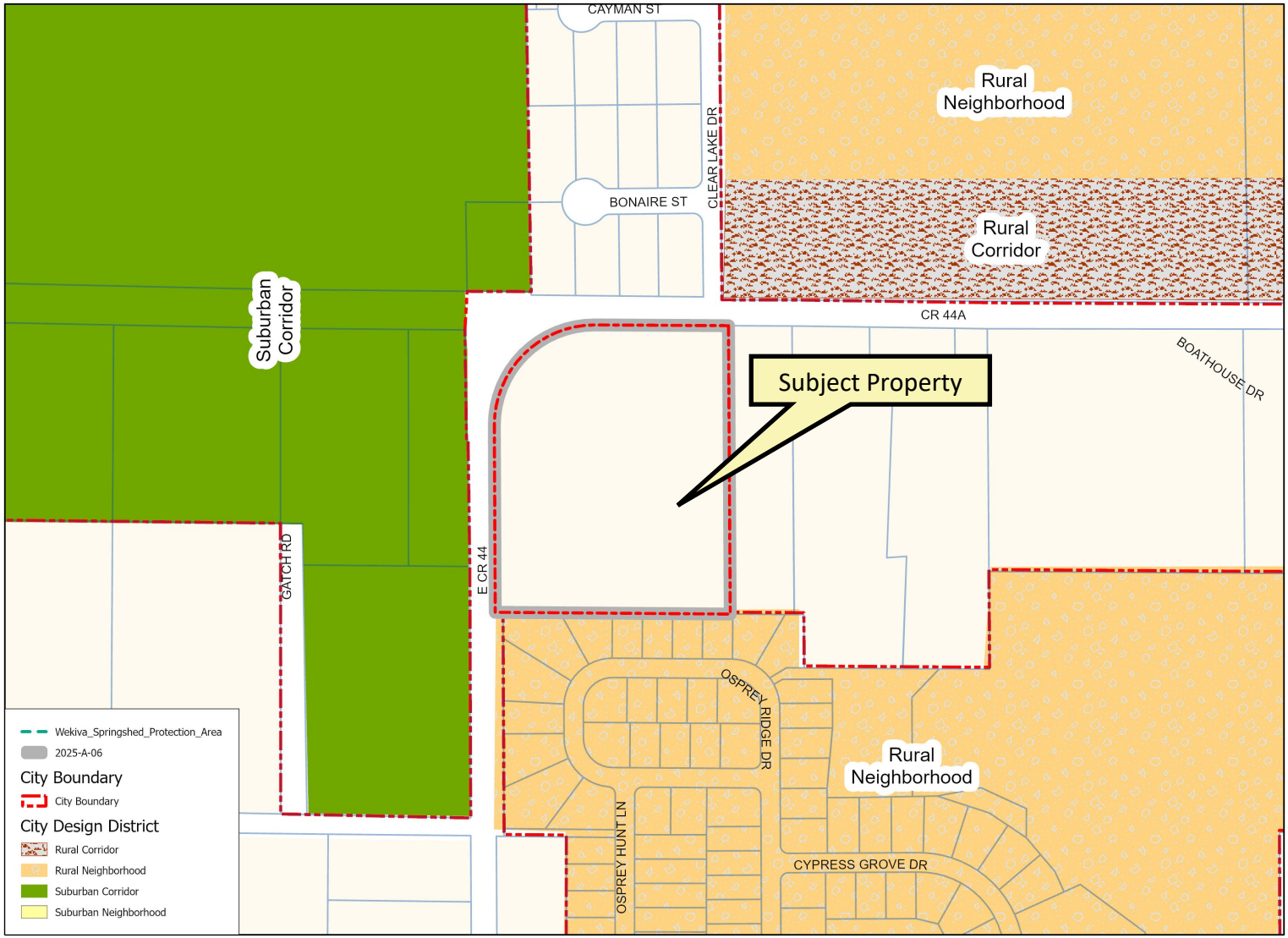
Future Land Use (Proposed)



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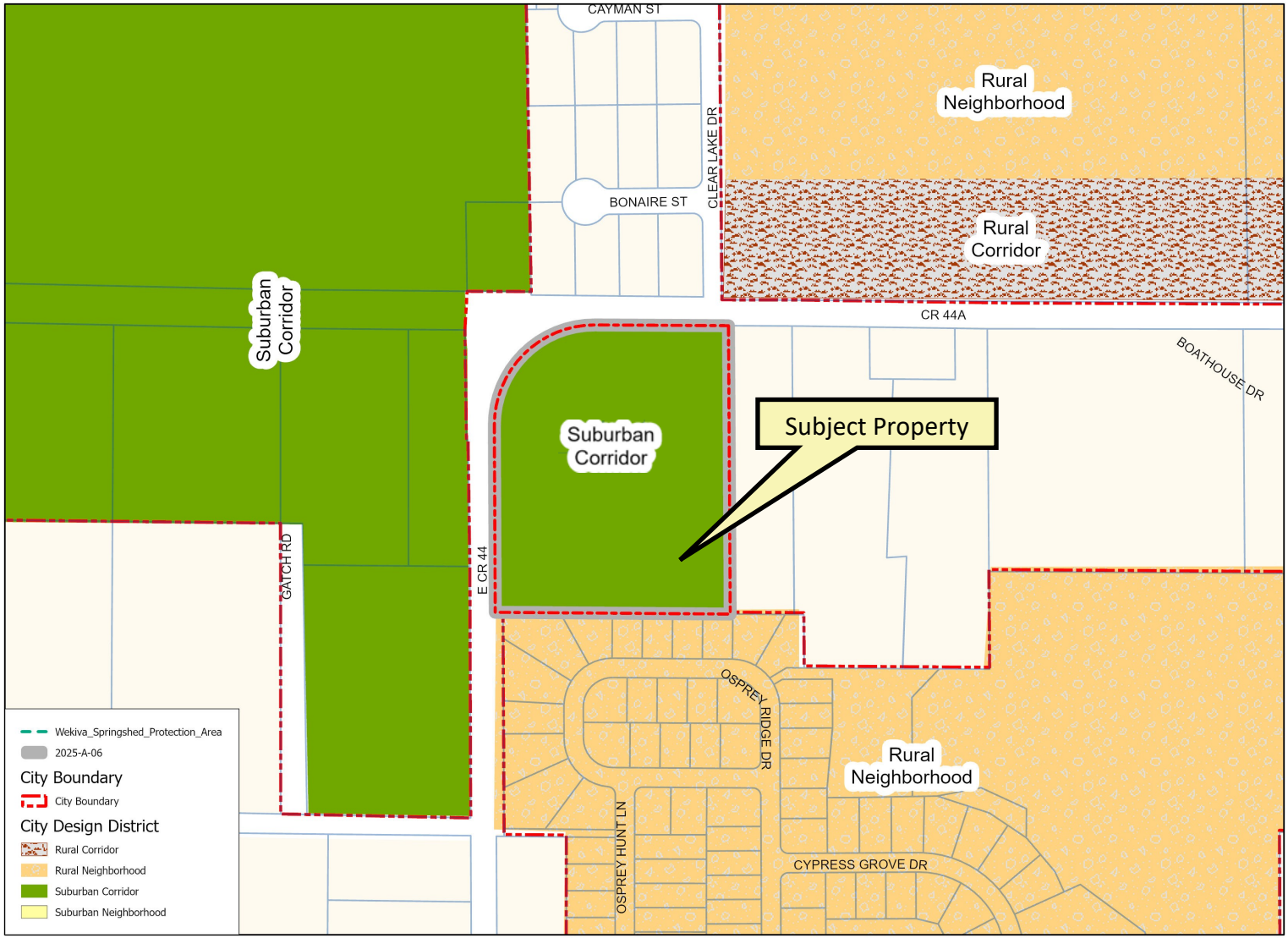
Design District



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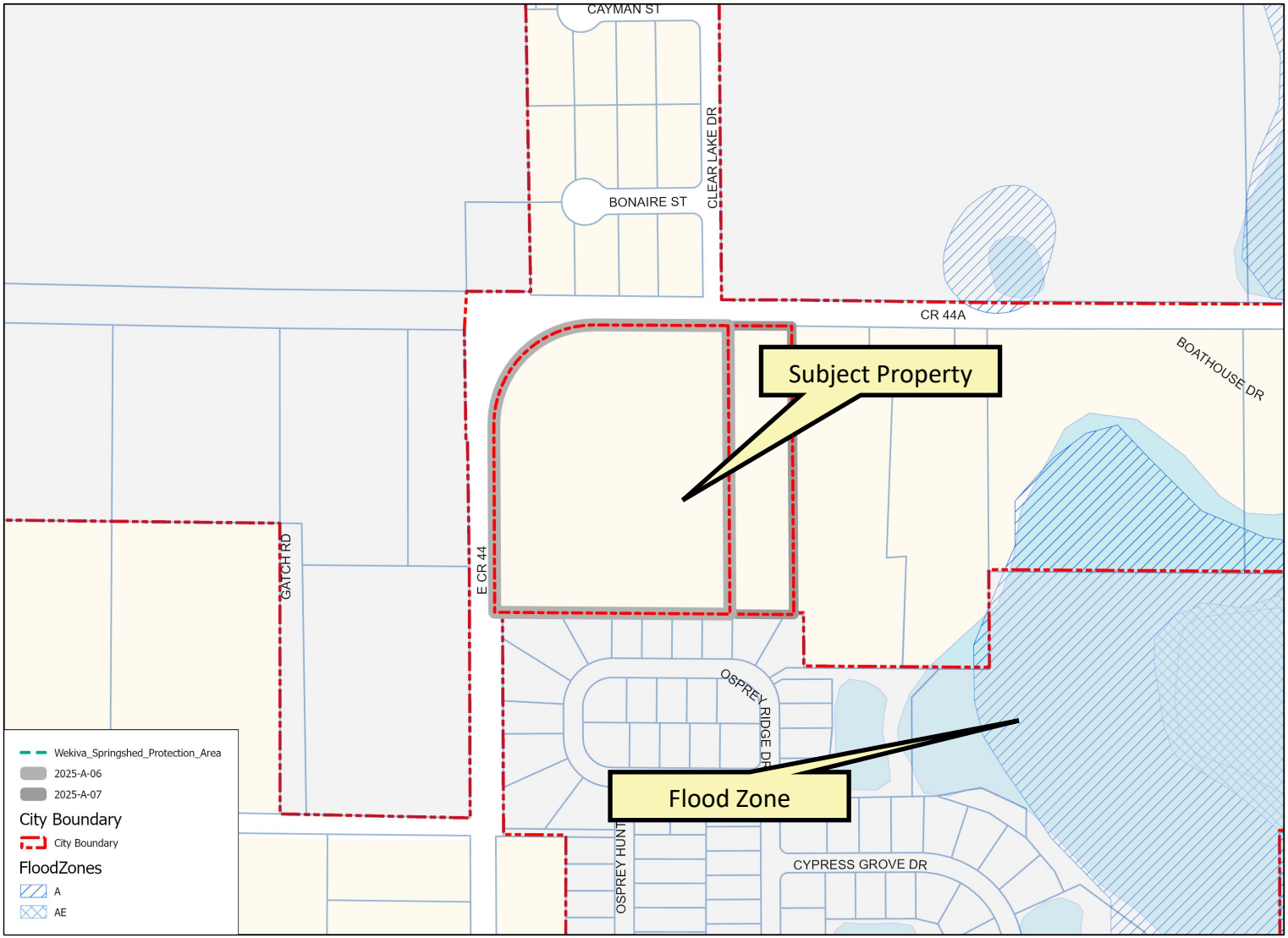
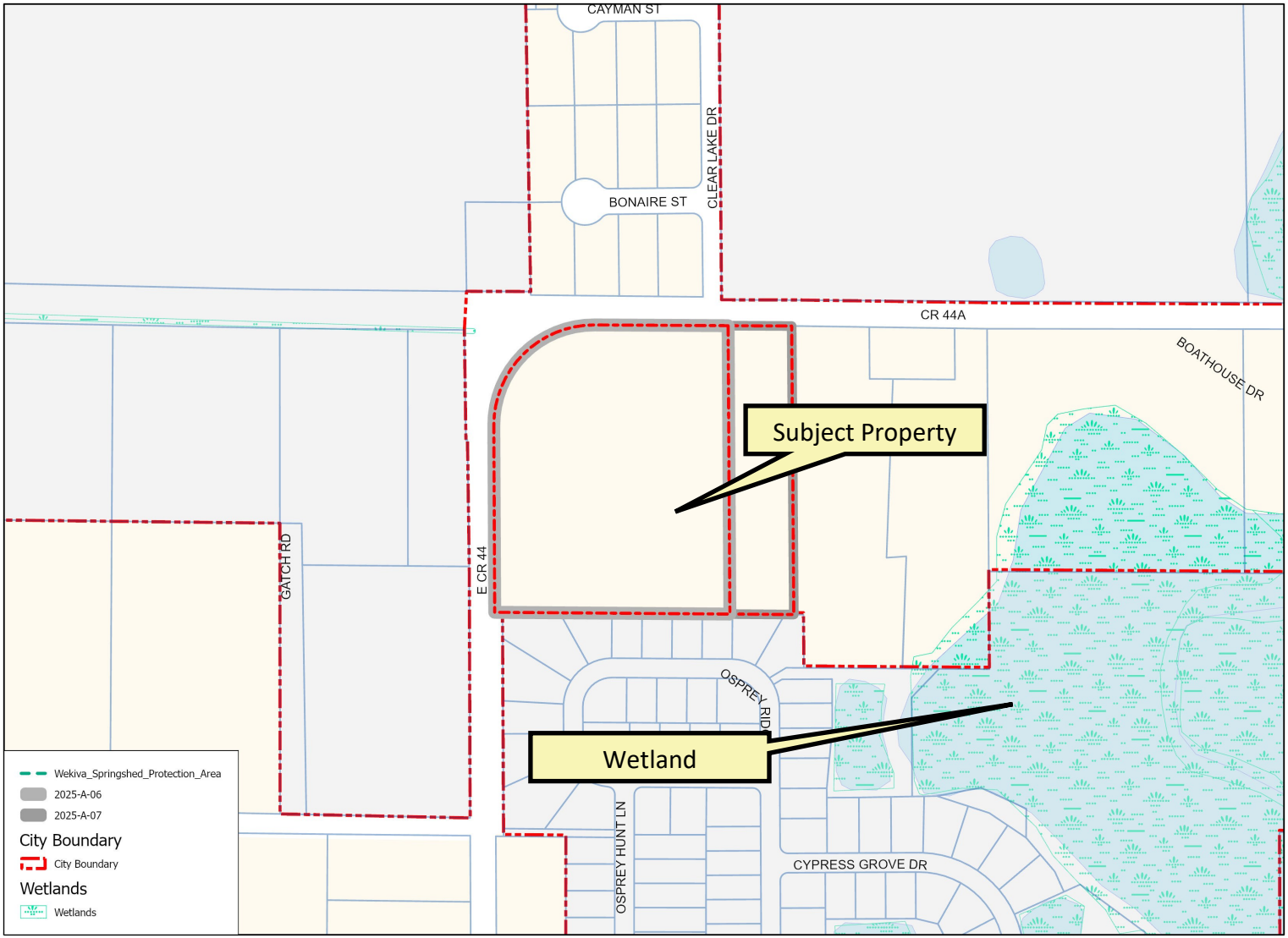
Design District



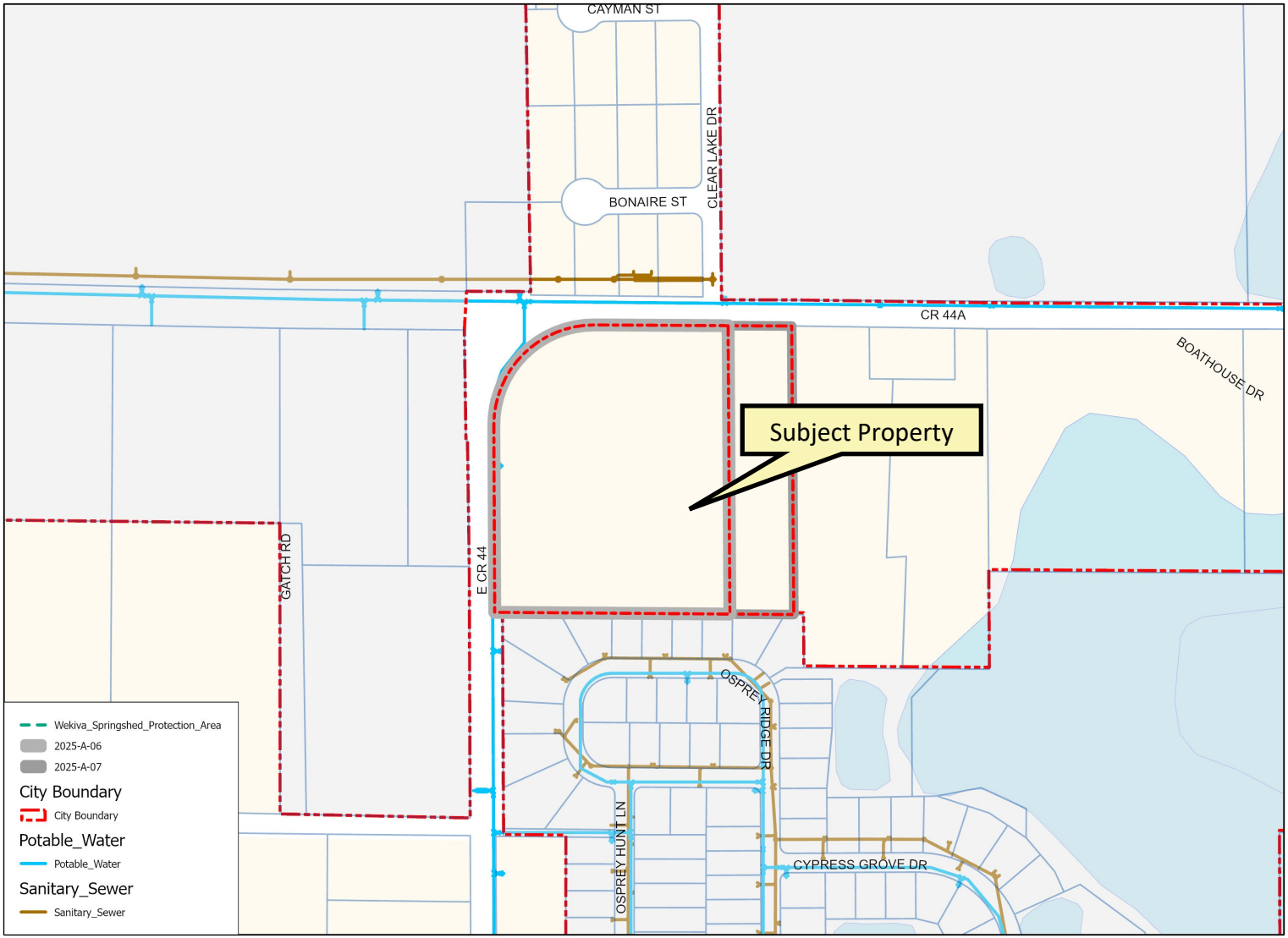
W.D. of America, Inc.

Generalized Floodplain



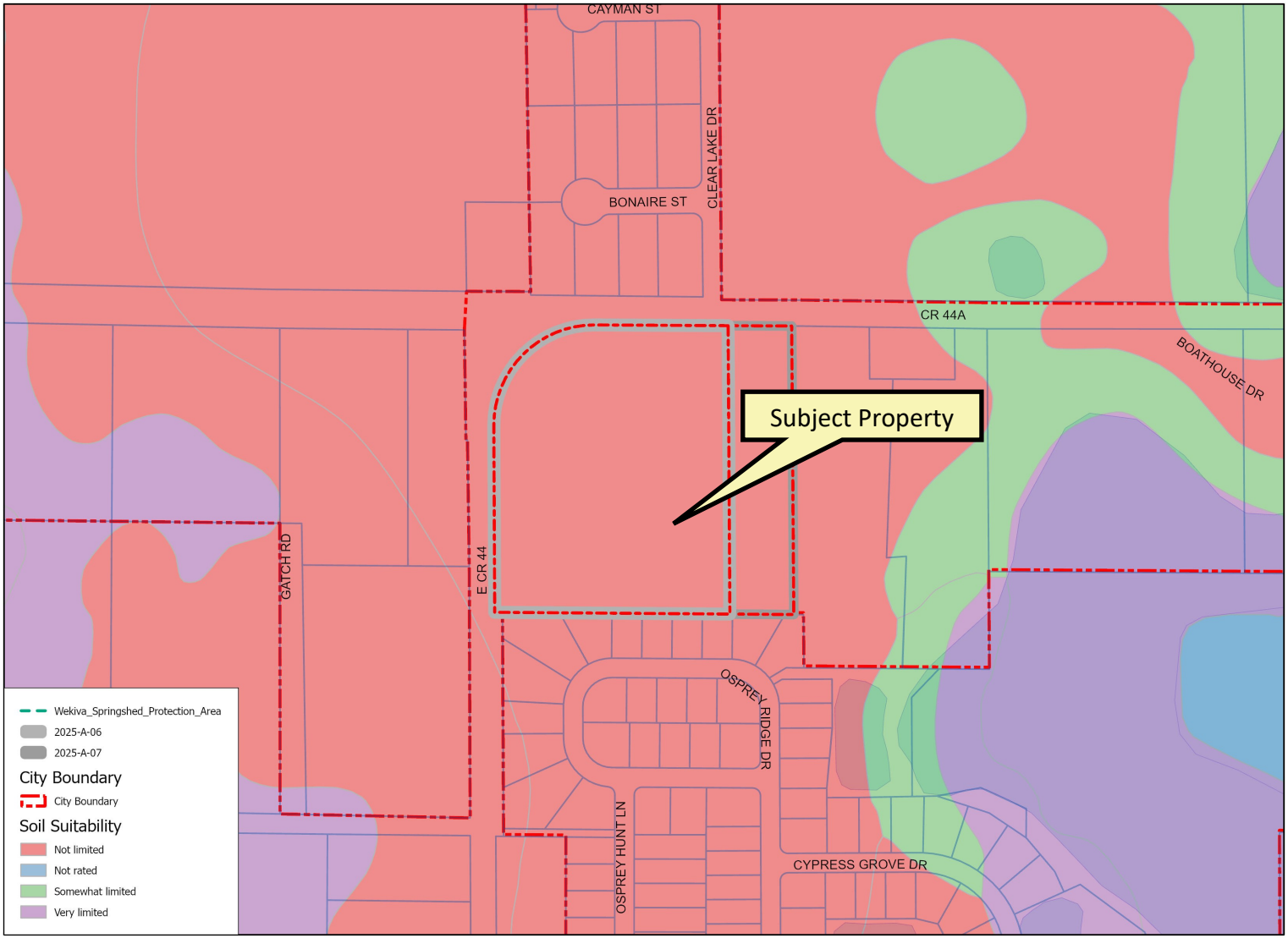
W.D. of America, Inc.

Generalized Wetland



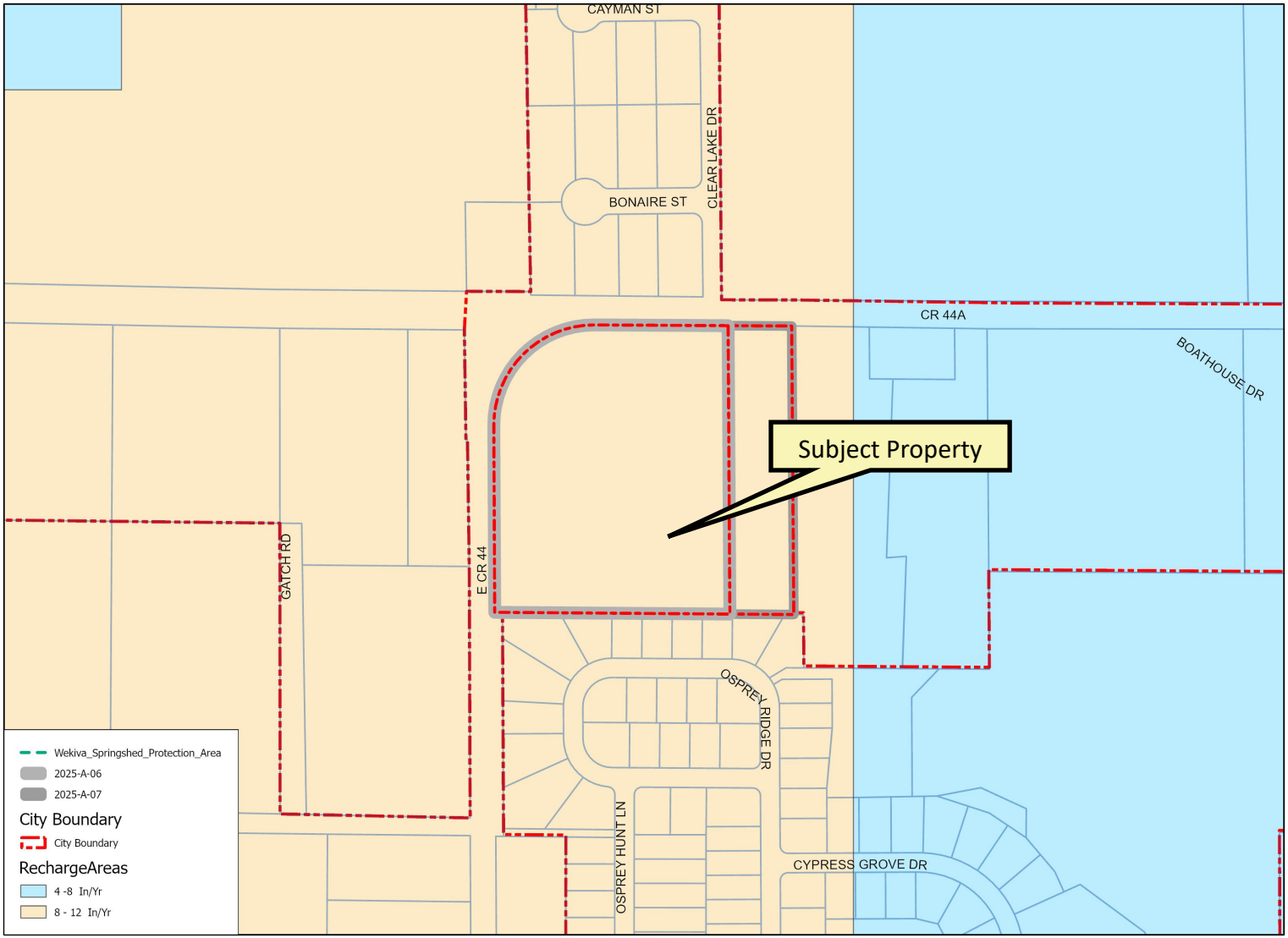
W.D. of America, Inc.

Generalized Utilities



W.D. of America, Inc.

Soils Suitability



W.D. of America, Inc.

Generalized Potential Recharge

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Explanation of Ordinance Numbers 2026-06, 2026-07, and 2026-08 for Parcel with Alternate Key Number 1040141

Introduction:

Ordinance Number 2026-06 provides for the voluntary annexation of approximately 10 acres located on the east side of the intersection of County Road 44 and County Road 44A (Alternate Key Number 1040141). Provided the annexation of the subject property is approved, Ordinance Number 2026-07 would change the Future Land Use designation from Urban Low in Lake County to General Commercial (GC) in the City of Eustis, and Ordinance Number 2026-08 would assign the subject property a Design District designation of Suburban Corridor. If Ordinance Number 2026-06 is denied, then there can be no consideration of Ordinance Numbers 2026-07 and 2026-08.

The annexation, Future Land Use amendment, and Design District assignment are interdependent actions, and approval of Ordinance Number 2026-06 is required before the consideration and effectiveness of Ordinance Numbers 2026-07 and 2026-08.

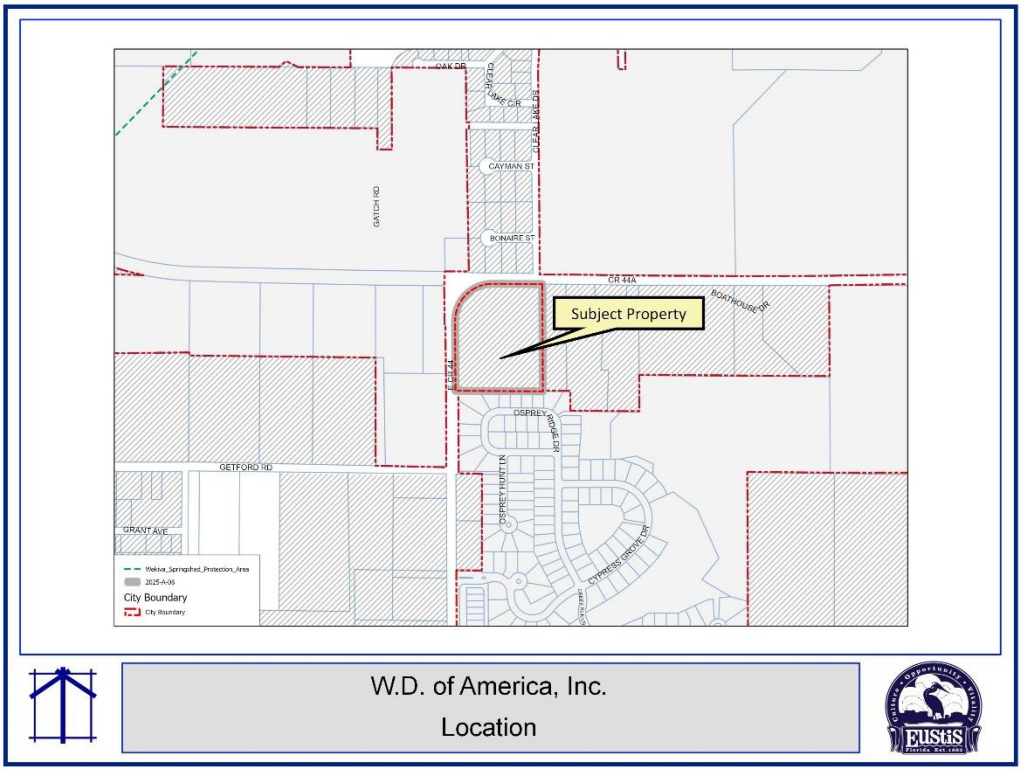
Pursuant to City Commission direction and per the applicant's verbal stipulation at the first reading, revisions were made to the proposed voluntary Development Agreement, under Ordinance Number 2026-17, limiting the allowance of drive-throughs; amending prohibited uses to include the disallowance of Gas Stations, Convenience Stores, Retail Sale of Alcohol, and Vehicle-related uses, including Vehicle repair or service facilities, Vehicle sales or leasing, and Vehicle washing/car wash establishments.

Background:

1. The site contains approximately 10 acres and is located within the Eustis Joint Planning Area. The site is currently vacant and agricultural/silvicultural (Planted Pines)
2. The subject property is contiguous to the current City of Eustis boundary on the south and west property lines.
3. The site has a Lake County Future Land Use Designation of Urban Low, but approval of Ordinance Number 2026-07 would change the land use designation to General Commercial (GC) in the City of Eustis.
4. The West Side of the CR 44A/CR 44 intersection is already City of Eustis General Commercial (GC) and Mixed Commercial Residential (MCR).

Location	Existing Use	Future Land Use	Design District
Site	Vacant/Planted Pines	Urban Low (Lake County)	N/A

North	Single-Family Residential	Urban Low (Lake County)	N/A
South	Single-Family Residential	Suburban Residential (SR)	Rural Neighborhood
East	Single-Family Residential	Urban Low (Lake County)	Suburban Corridor
West	Vacant	General Commercial (GC) and Mixed Commercial Residential (MCR)	N/A



Applicant's Request

The applicant and property owner wish to annex the property, change the future land use to General Commercial (GC), and assign the Suburban Corridor design district. The applicant's application did not detail the intended use of the property beyond future commercial development. The applicant has entered into a Development Agreement with the City of Eustis, approved by separate ordinance, which establishes permitted uses, development standards, and design requirements for the property.

The current Lake County land use designation for the subject property is Urban Low. The Lake County land use designation allows for residential uses of up to four (4) dwelling units per one (1) net buildable acre and civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited-light industrial uses may be allowed only as a conditional use.

The proposed General Commercial (GC) land use designation within the City of Eustis is intended to support future commercial development. This future land use district request matches the designations to the west.

A. Analysis of Annexation Request **(Ordinance Number 2026-06)**

1. Resolution Number 87-34 – Joint Planning Area Agreement with Lake County:

   "The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law…….The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area."

   The subject property is located within the Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested GC future land use designation.

The proposed annexation promotes the public health, safety, and welfare by facilitating the orderly extension of municipal services and implementing the City's Comprehensive Plan.

2. Florida Statutes Voluntary Annexation - Chapter 171.044(1):

   "The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality."

   The Joint Planning Area boundaries define the reasonably compact area where the City can provide services effectively and efficiently. The subject property lies within that planning area. It is contiguous to the City limits on the southern and western boundary, and the owner has petitioned for annexation.

3. Florida Statutes Voluntary Annexation - Chapter 171.044(2):

   "…Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town…"

   Notice of the proposed annexation was published in the Daily Commercial in accordance with Section 171.044, Florida Statutes, on April 27, 2026, and May 4, 2026.

4. Florida Statues Voluntary Annexation - Chapter 171.044(5):

   "Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves."

   Annexation of the subject property does not create an enclave.

5. Florida Statutes Voluntary Annexation - Chapter 171.044(6):

   "Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located..."

   The department notified the Lake County Board of County Commissioners on January 29, 2026, of its intent to annex the property.

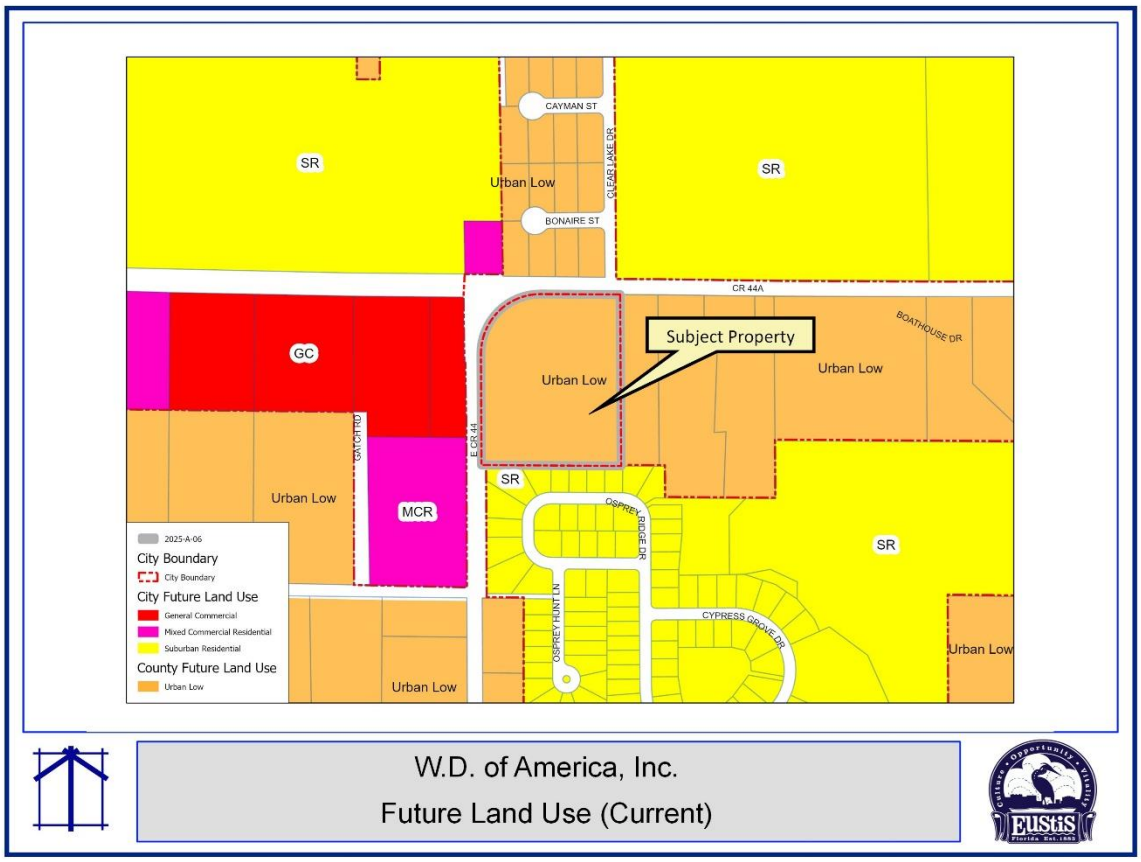
B. Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 2026-07)

The proposed Future Land Use designation is consistent with the Development Agreement approved by the City, which establishes permitted uses and development standards for the subject property.

In Accordance with Florida Statutes Chapter 163.3177.9, to discourage urban sprawl, the Florida Statutes outlines the Primary Indicators of Sprawl. Staff has reviewed these indicators and finds that the proposed annexation and assignment of Future Land Use does not contradict the intent of the primary indicators of sprawl as outlined. The outline and summary of these indicators are included in the supplement to this report.

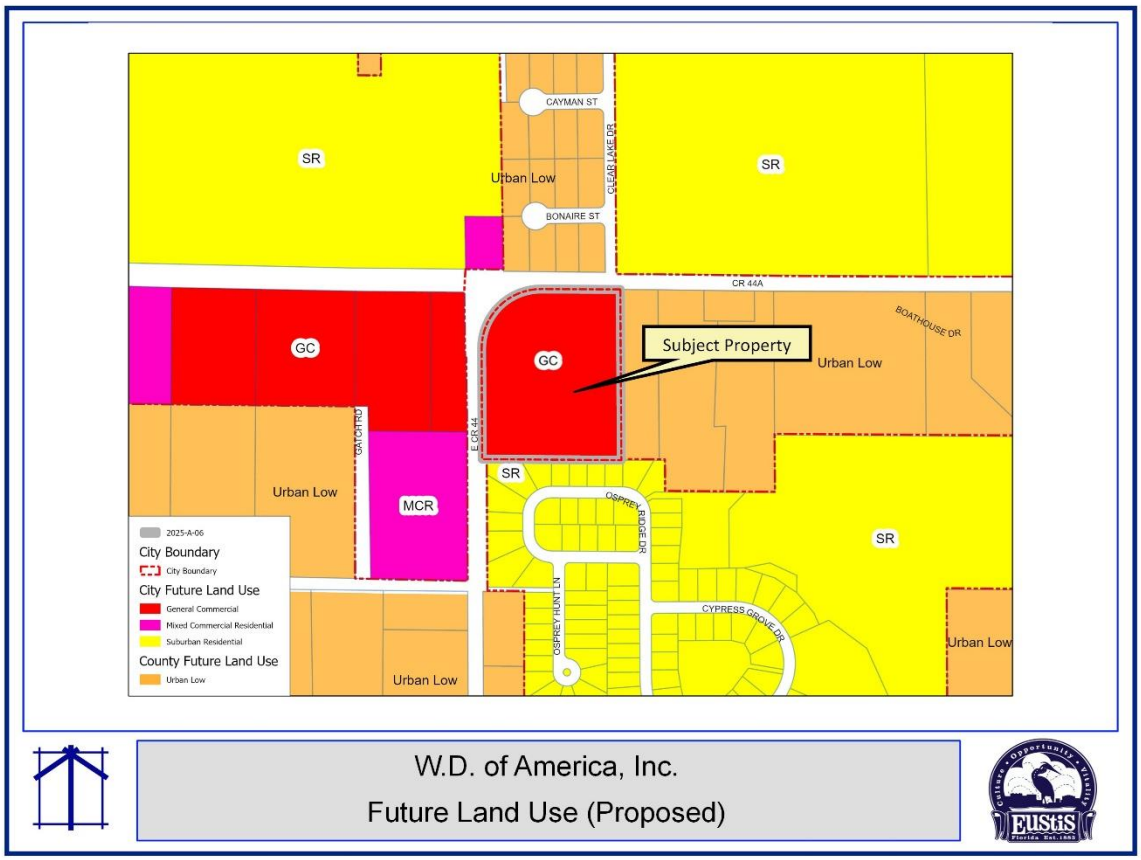
C. Per the City of Eustis Comprehensive Plan, Future Land Use Element Appendix

Staff has assessed the proposed amendment to the City of Eustis Comprehensive Plan Future Land Use map relating to the development patterns described and supported within the Plan, including conditions and impacts to utility infrastructure, transportation infrastructure, natural features, and the environment. Staff review finds that the proposed assignment of the proposed future land use will not result in impacts that will cause detriment beyond current patterns. The outline and summary of this analysis are included as a supplement to this rep



W.D. of America, Inc.

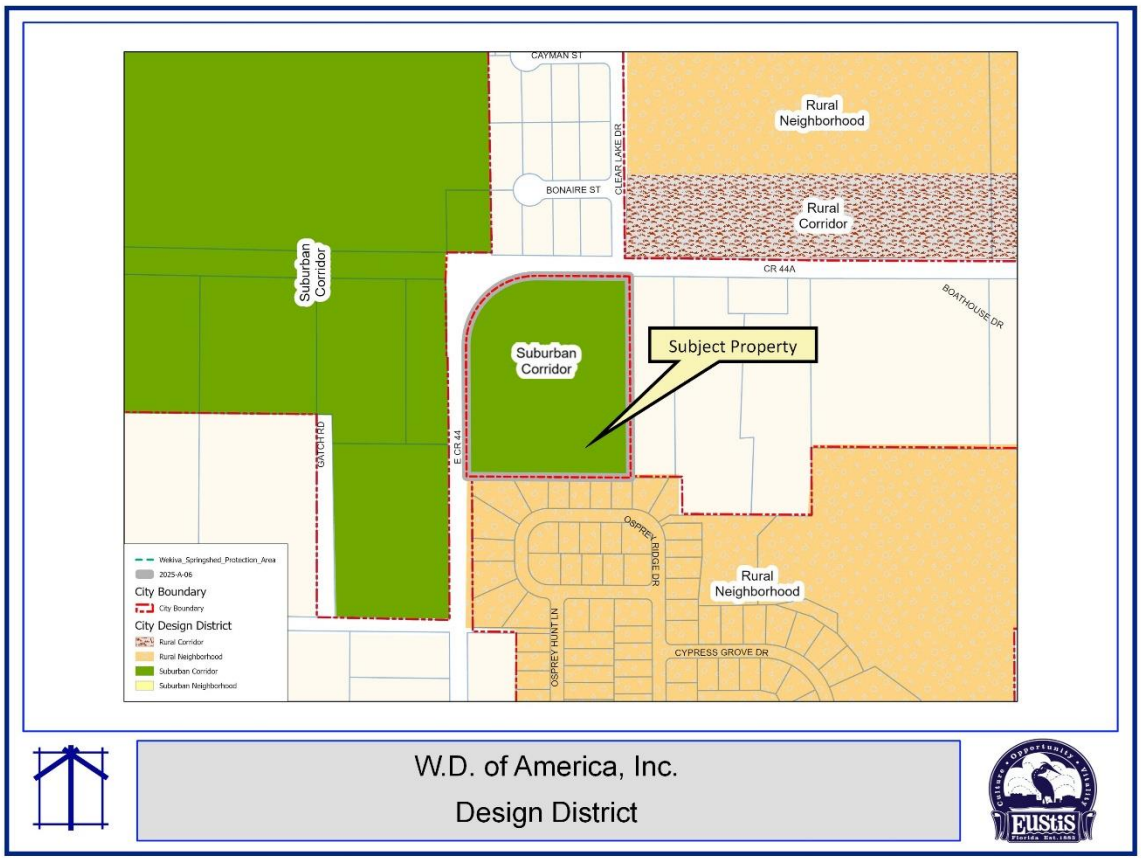
Future Land Use (Current)



D. Analysis of Design District Request **(Ordinance Number 2026-08)**:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a design district that aligns with the urban, suburban, or rural transect of the surrounding area.

The City's Land Development Regulations set forth standards for review when changing or in the case of annexation, assigning a Design District. Staff has reviewed these standards and finds the proposed Suburban Corridor Design District consistent with those standards. The outline and summary of this analysis are included as a supplement to this report.



Recommended Action:
Development Services finds the proposed annexation, Future Land Use, and Design District designations consistent with the Comprehensive Plan, Land Development Regulations, and surrounding and adjacent land uses; therefore, it presents Ordinance Numbers 2026-06, 2026-07, and 2026-08 for the City Commission's consideration.

Policy Implications:
None

Alternatives:

1. Approve Ordinance Numbers 2026-06 (Annexation), 2026-07 (Comp. Plan Amendment), and/or 2026-08 (Design District Designation).
2. Deny Ordinance Numbers 2026-06, 2026-07, and 2026-08.

Budget/Staff Impact:
There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Business Impact Estimate:
The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinances: Section 166.041(4)(c) : …enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

Prepared By:
Jeff Richardson, AICP, Interim Development Services Director

Reviewed By:
Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 2026-06

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 10 ACRES OF REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBER 1040141, LOCATED IN UNINCORPORATED LAKE COUNTY, FLORIDA, ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

WHEREAS, Denton Cairnes and Travis Sawchuk have made an application for voluntary annexation, on behalf of W.D. of America, Inc., the property owner, for approximately 10 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A, more particularly described as:

Parcel Alternate Key: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description: A portion of Lots 5, 6, and 7, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has not been verified for accuracy)

WHEREAS, the owner of the subject property has submitted a voluntary annexation petition pursuant to Section 171.044, Florida Statutes, and has consented to annexation of the property described herein; and

WHEREAS, the City Commission has determined that the petition bears the signatures of all owners of property within the area proposed for annexation; and

WHEREAS, the subject property is reasonably compact and contiguous; and

WHEREAS, the City Commission finds that the subject property meets the requirements of Sections 171.042 and 171.043, Florida Statutes; 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 the City has the ability to provide urban services to the property; and

WHEREAS, on May 7, 2026, the City Commission held the first duly noticed public hearing to consider the voluntary annexation of the property described herein; and

WHEREAS, on May 21, 2026, the City Commission held the second duly noticed public hearing to consider the voluntary annexation of the property described herein.

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1. That pursuant to, and under the authority of Section 171.044, Florida Statutes, the City of Eustis, Lake County, Florida, does hereby annex the property and amend the municipal boundaries to include approximately 10 acres of real property, as described above. A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

SECTION 2. That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

SECTION 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4. That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinance.

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 immediately upon adoption; however, the annexation shall not be effective until filing with the Clerk of the Circuit Court of Lake County, the Chief Administrative Officer of Lake County, and the Florida Department of State, as required by law.

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 this 21st day of May 2026, by the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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; however, I have not performed an independent title examination to verify the accuracy of the legal description.

_____
City Attorney's Office Date

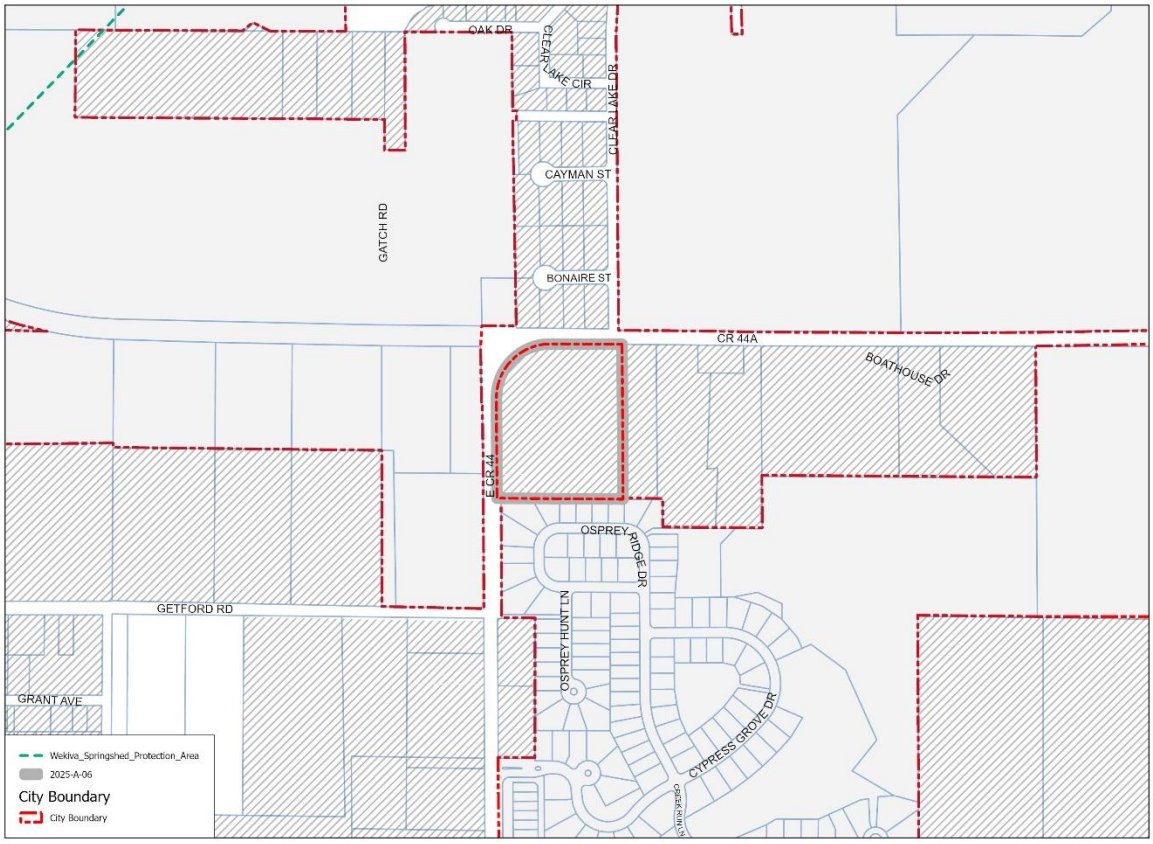
CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-06 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

Exhibit A

Location Map



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-06
Ordinance Subject	Annexation A-2026-0004
Legal Advertising Date	March 9, 2026
First Reading On	5/7/2026
Second Reading On	5/21/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 10 ACRES OF REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBERS 1040141, LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

ORDINANCE NUMBER 2026-07

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3187, FLORIDA STATUTES; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 10 ACRES OF REAL PROPERTY PROPOSED FOR ANNEXATION INTO THE CITY OF EUSTIS AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

WHEREAS, the State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 In Compliance pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Chapter 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the subject property is proposed for annexation into the City of Eustis pursuant to Chapter 171, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 10 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A and more particularly described herein; and

WHEREAS, on May 7, 2026, the Local Planning Agency held a duly noticed public hearing and recommended approval of the Small-Scale Future Land Use Amendment; and

WHEREAS, on May 7, 2026, the City Commission held the first duly noticed public hearing to consider the amendment; and

WHEREAS, on May 21, 2026, the City Commission held the second duly noticed public hearing and adopted the amendment.

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 the Lake County Urban Low designation to the City of Eustis General Commercial (GC) designation:

Parcel Alternate Key: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description:

A portion of Lots 5, 6, and 7, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant’s submitted survey and has not been verified for accuracy)

SECTION 2.

Map Amendment and Notification: That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

SECTION 3.

Conflict: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

Severability: That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 5.

Effective Date: That the effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Commerce notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Commerce or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development

orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by the adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Commerce.

PASSED, ORDAINED, AND APPROVED this 21st day of May 2026, by the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission; however, I have not performed an independent title examination to verify the accuracy of the legal description.

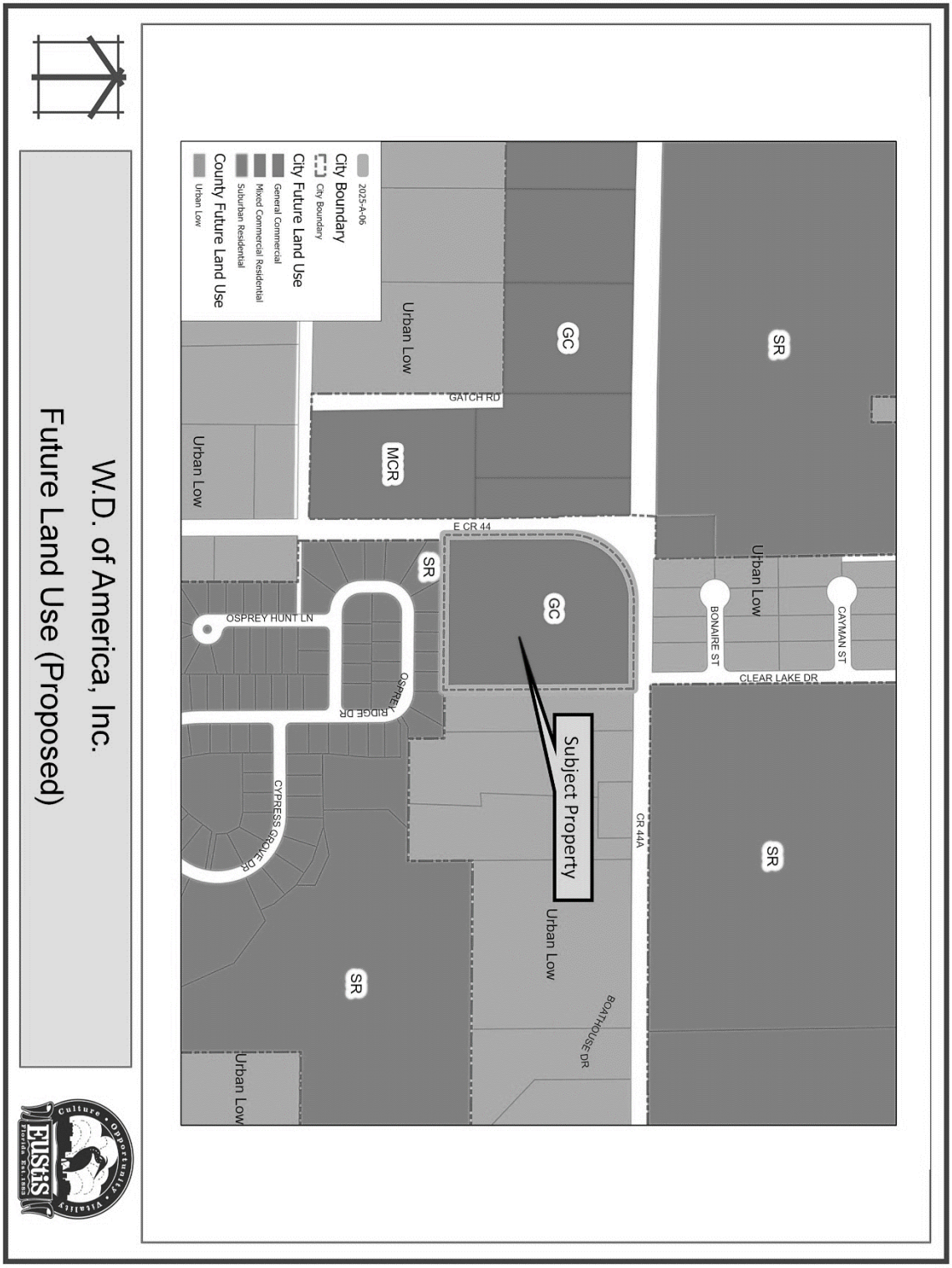
_____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-07 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

Exhibit A


W.D. of America, Inc.
Future Land Use (Proposed)
City Boundary
City Boundary
2025-A-06
City Future Land Use
General Commercial
Mixed Commercial Residential
Suburban Residential
County Future Land Use
Urban Low
Subject Property
GC
SR
MCR
Urban Low
GATCH RD
E CR 44
CR 44A
CLEAR LAKE DR
BONAIRE ST
CAYMAN ST
OSPREY HUNT LN
OSPREY RIDGE DR
CYPRESS GROVE DR
BOATHOUSE DR

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-07
Ordinance Subject	Future Land Use Map Amendment A-2026-0004
Legal Advertising Date	March 9, 2026
First Reading On	5/7/2026
Second Reading On	5/21/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

ORDINANCE NUMBER 2026-08

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10 ACRES OF REAL PROPERTY PROPOSED FOR ANNEXATION INTO THE CITY OF EUSTIS AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Suburban Corridor (SC) to approximately 10 acres of real property proposed for annexation into the City of Eustis as further described below; and

WHEREAS, the City Commission has the authority to assign zoning and design district classifications pursuant to its Land Development Regulations and Chapter 166, Florida Statutes; and

WHEREAS, on May 7, 2026, the City Commission held the first duly noticed public hearing to consider the Design District Amendment contained herein; and

WHEREAS, on May 21, 2026, the City Commission held the second duly noticed public hearing and adopted the Design District Amendment contained herein; and

WHEREAS, the effectiveness of this Design District designation is contingent upon the annexation of the subject property pursuant to Ordinance Number 2026-06**.**

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real property described below and shown on Exhibit A shall be designated as Suburban Corridor (SC):

Parcel Alternate Key: 1040141

Parcel Identification Numbers: 06-19-27-0200-000-00500

Legal Description:

A portion of Lots 5, 6, and 7, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the

Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Containing 435,632.66 Square Feet or 10.00 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has not been verified for accuracy)

Section 2. **Map Amendment**

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. **Conflict**

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. **Severability**

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. **Effective Date**

That this Ordinance shall become effective upon the annexation of the subject property through approval of Ordinance Number 2026-06.

PASSED, ORDAINED, AND APPROVED this 21st day of May 2026, by the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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; however, I have not performed an independent title examination to verify the accuracy of the legal description.

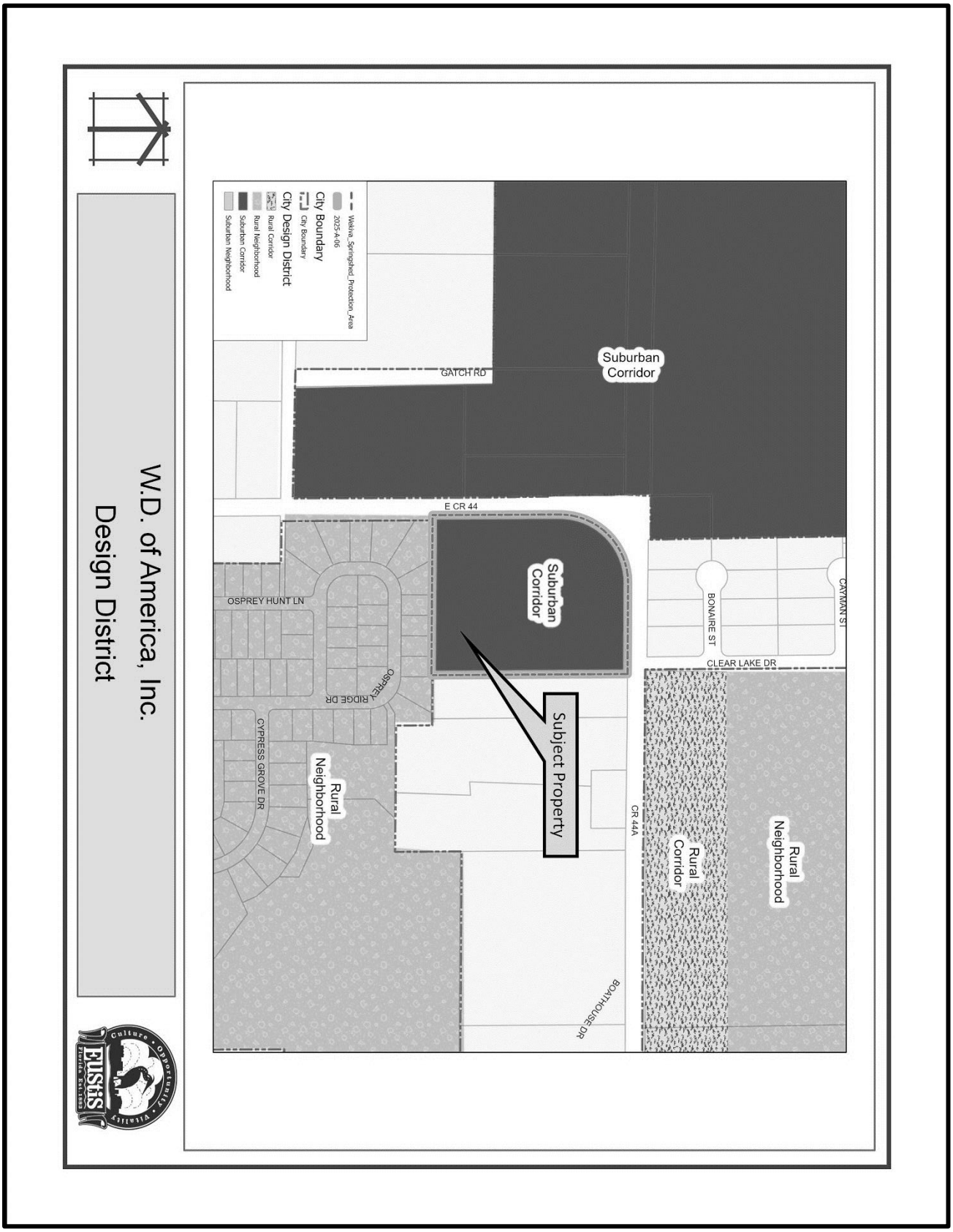
_____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-08 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

Exhibit A


W.D. of America, Inc.
Design District
Wekiva_Springshed_Protection_Area
2025-A-06
City Boundary
City Boundary
City Design District
Rural Corridor
Rural Neighborhood
Suburban Corridor
Suburban Neighborhood
GATCH RD
Suburban Corridor
E CR 44
Suburban Corridor
OSPREY HUNT LN
OSPREY RIDGE DR
CYPRESS GROVE DR
Rural Neighborhood
Subject Property
CR 44A
BOATHOUSE DR
BONAIRE ST
CAYMAN ST
CLEAR LAKE DR
Rural Corridor
Rural Neighborhood

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-08
Ordinance Subject	Design District Map Amendment A-2026-0004
Legal Advertising Date	March 9, 2026
First Reading On	5/7/2026
Second Reading On	5/21/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1040141, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

Comprehensive Plan/Future Land Use Request Analysis
(Ordinance Number 2026-10)

In Accordance with Chapter 163.3177(9), Florida Statutes:

The proposed Future Land Use amendment and Design District assignment are consistent with the Development Agreement approved by the City, which establishes permitted uses and development standards for the subject property.

Discourage Urban Sprawl: Primary Indicators of Sprawl:

The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

Review of Indicators

1. **Low Intensity Development:**

Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The requested future land use will provide mixed commercial and industrial uses just off of a major intersection.

2. **Urban Development in Rural Areas:**

Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The area is a significant intersection in an urbanizing/suburbanizing area.

3. **Strip or Isolated Development*:***

Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The site is within an urbanizing corridor with commercial and industrial land uses designated to the west and residential development to the south.

4. **Natural Resources Protection*:***

Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

This indicator does not apply. The subject property is a tree farm (silviculture) and is currently planted with pine and mixed natural deciduous trees.

5. Agricultural Area Protection:

Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This property does support active agricultural or silvicultural activities (tree farm/planted pine). However, the property is within an existing developed and further developing area, with similar land uses assigned.

6. Public Facilities:

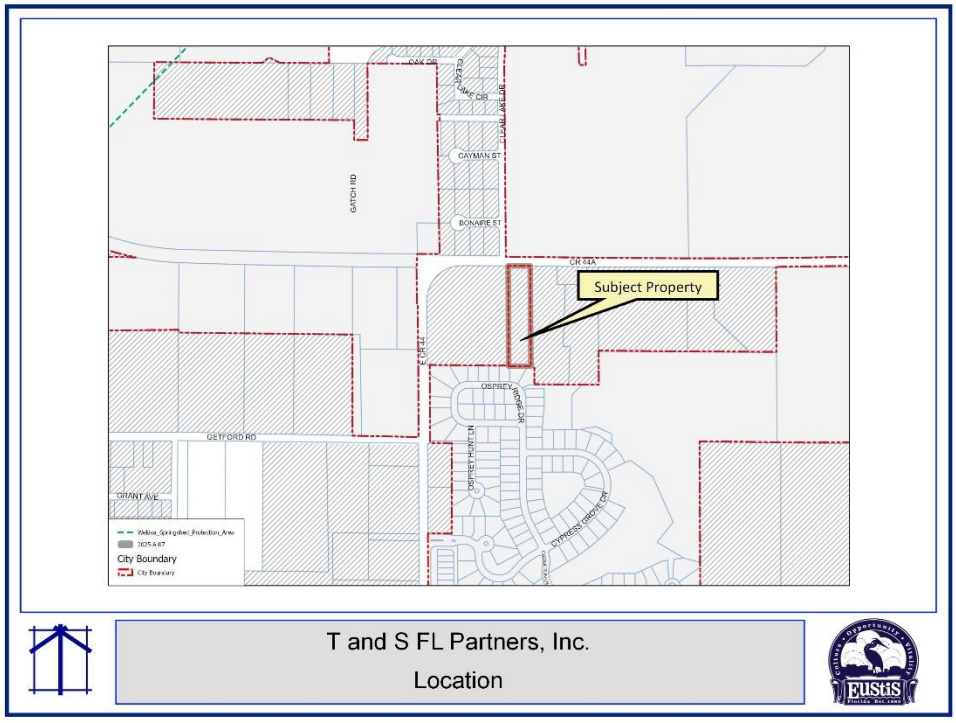
Fails to maximize use of existing public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of the City's water service. City Sewer is available to the property and will be addressed via the site development process.

7. Cost Effectiveness and Efficiency of Public Facilities:

Allows for land use patterns or timing that disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing and future development consistent with the requested MCI future land use designation. The City provides these services to other properties in the area, so efficiency will improve.



8. *Separation of Urban and Rural:*

Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. No other nearby properties contain active agricultural activities or uses. The surrounding area is developed or has development entitlements attached to the land. These developments have densities and intensities that are clearly suburban uses.

9. Infill and Redevelopment:

Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. This property is a logical extension of development for the city.

10. Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator does not apply. The site is surrounded by single-family development on the adjacent properties, which is consistent with permitted uses in the area. A variety of other uses are evident, including various commercial, industrial, and residential uses, within 1 mile of the subject property.

11. ***Accessibility among Uses*:**

Results in poor accessibility among linked or related land uses.

This indicator does not apply. The Land Development Regulations include provisions to provide adequate accessibility and linkages between related uses. Development Services will ensure compliance with these standards at the time of development review.

12. **Open Space:**

Results in the loss of significant amounts of functional open space.

This indicator does not apply. The site does not contain functional open space and is not connected to regionally significant open space.

13. **Urban Sprawl:**

The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves <u>four</u> or more of the following:

a. **Direction of Growth:**
Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

The site is adjacent to existing urban/suburban development patterns and is a logical extension of the urban development boundary. The Comprehensive Plan and Land Development Regulations have provisions to protect natural resources and ecosystems at time of site plan approval.

b. **Efficient and Cost-Effective Services:**
Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

Water and sewer service are available.

c. **Walkable and Connected Communities:**
Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

At the time of development, the site must meet the City's Land Development Regulations relating to connection and sidewalks. County Roads 44 and 44A are not City infrastructure and do not currently have a sidewalk system. Interconnectivity to existing and future uses will be a challenge.

d. **Water and Energy Conservation:**

Promotes the conservation of water and energy.

The development of the site must meet City development and Florida Building Code standards, which will require energy and water-efficient appliances.

e. **Agricultural Preservation:**
Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable. The site is within an existing developed/developing area.

f. **Open Space:**
Preserves open space and natural lands and provides for public open space and recreation needs.

This is not applicable. The site does not provide functional open space or natural areas.

g. **Balance of Land Uses:**
Creates a balance of land uses based upon the demands of the residential population for the nonresidential needs of an area.

The proposed land use would allow for additional commercial opportunities to serve existing residential development and capture market for through-commuters.

h. **Urban Form Densities and Intensities:**
Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Not applicable.

In Accordance with the Comprehensive Plan Future Land Use Element Appendix:

All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future

Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

Major Categories of Plan Policies:

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the major categories of Plan policies as follows:

1. General Public Facilities/Services:

Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

a. Emergency Services Analysis:

Eustis emergency services already provide emergency response to other properties in the area. Any development consistent with the MCI future land use designation would not have a significant negative impact on the operations of Eustis emergency services.

b. Parks & Recreation:

In 2010, the City prepared a Park Inventory and Level of Service Demand and Capacity analysis as part of the Comprehensive Plan Evaluation and Appraisal Report. The results show that a surplus of park area exists up to and beyond the City's population of 20,015. The current population is 24,500. Pursuant to Comprehensive Plan policy and Land Development Regulation, residential development will be required to provide on-site park amenities.

c. Potable Water & Sanitary Sewer:

Water and sewer are available to the subject property. Both the water and sewer systems have adequate capacity to serve the development of the property.

d. Schools:

The proposed change should not negatively impact schools. At the time of development, application verification of capacity will be required from Lake County Schools.

e. Solid Waste:

The City contracts with Waste Management for the hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in the delivery of services.

f. Stormwater:

The Comprehensive Plan and Land Development Regulations include the level of service standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.

g. Transportation Network Analysis:

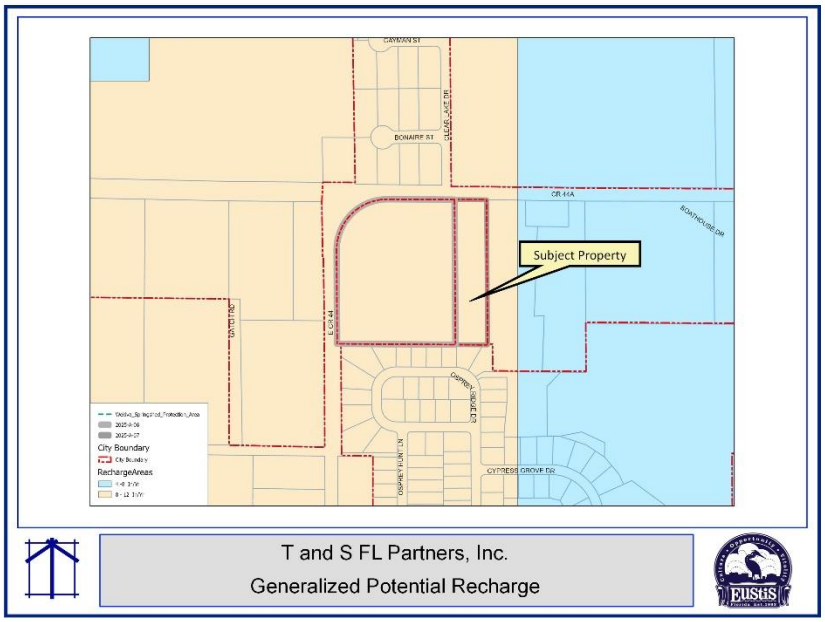
This potential added Commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed MCI land use district. Future improvements will depend on the ultimate buildout intensity and specific commercial uses. Prior to the development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

2. Natural Resources/Natural Features:

The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically, each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

a. Groundwater recharge areas:

The site may be within a high recharge area. A site-specific geotechnical and hydrologic study will be needed to determine the site-specific impact at the time of development. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.

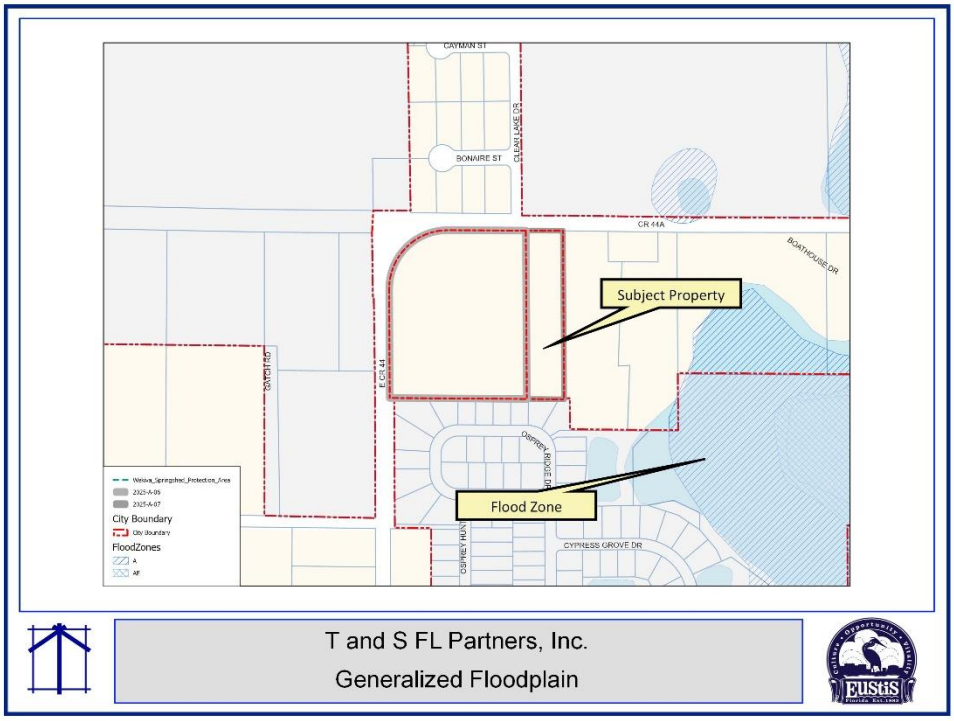


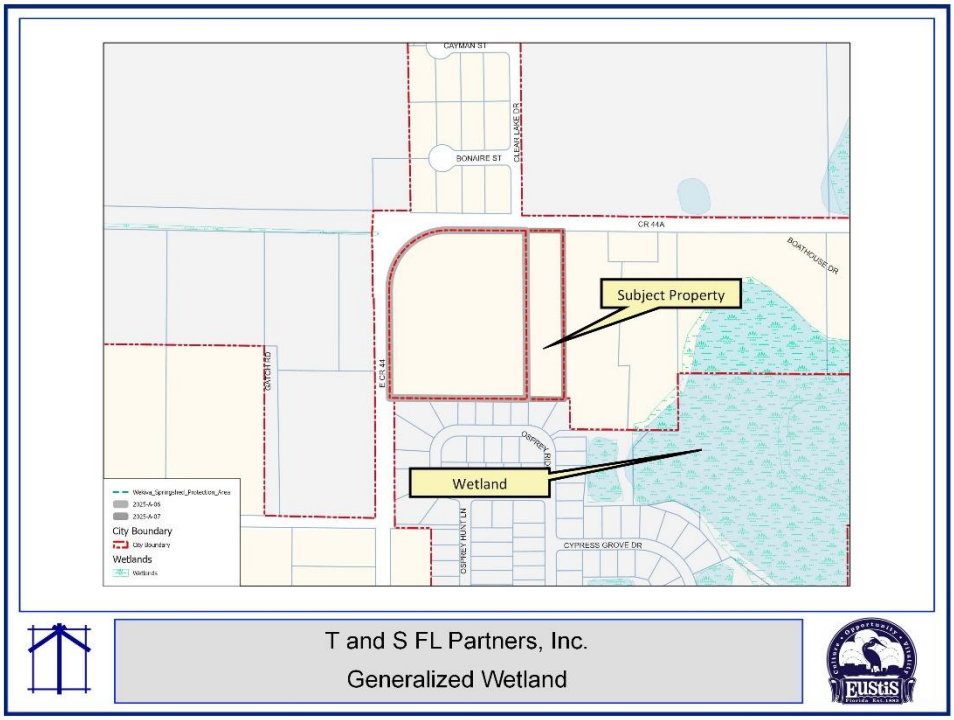
b. **Historical or archaeological sites:**

The City does not have any record of Florida Master Site Files related to this property, and no known historical or cultural resources exist.

c. **Flood zones:**

The subject property is not impacted by a 100-year flood zone area. Source - Lake County GIS - 2012 Flood Zones. Development of the property poses no wetland impacts, as no wetlands exist on the property.


CAYMAN ST
BONAIRE ST
CLEAN LAKE DR
CR 44A
BOATHOUSE DR
Subject Property
SOUTH 450
E CR 44
OSPREY RIDGE DR
Flood Zone
OSPREY HUNT LN
CYPRESS GROVE DR
City Boundary
FloodZones
T and S FL Partners, Inc.
Generalized Floodplain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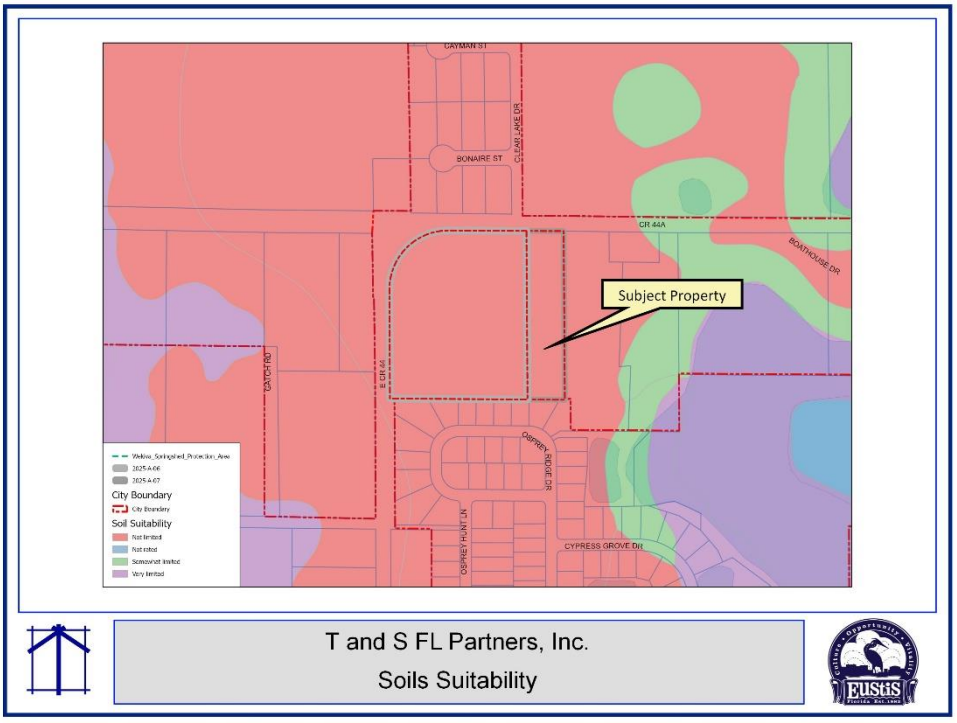
Wetland
OSPREY HUNT LN
CYPRESS GROVE DR
City Boundary
Wetlands
T and S FL Partners, Inc.
Generalized Wetland

d.***Soil and topography:***

The soils appear to pose no limitations for development. At the development application stage, soils and geotechnical reports will be required as part of the application packages, as well as, for permitting for development with the applicable state agencies.

As site plan and building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.



3. Comprehensive Plan Review:

Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

Existing Land Use According to the Lake County Comprehensive Plan:

Policy I-1.3.2 Urban Low Density Future Land Use Category

The Urban Low Density Future Land Use Category provides for a range of residential development at a maximum density of four (4) dwelling units per net

buildable acre in addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use. This category shall be located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities. Within this category any residential development in excess of 10 dwelling units shall be required to provide a minimum 25% of the net buildable area of the entire site as common open space.

The maximum intensity in this category shall be 0.25, except for institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.

TYPICAL USES INCLUDE:

• Residential;

• Nursing and personal care facilities;

• Civic uses;

• Residential professional offices;

• Passive parks;

• Religious organizations;

• Day care services;

• Schools;

• Commerce uses, including services, retail trade, finance, insurance and real estate as allowed pursuant to Policy I-1.3.10 Commercial Activities within the Urban Future Land Use Series (*Lake County shall allocate sufficient land area to accommodate commercial activities that provide goods and services, with consideration to economic benefits and environmental impacts to the County. For the purposes of this Objective, the term —Commercial shall include commercial, retail, office, limited light industrial uses, and other uses commonly associated with these activities. The location and distribution of commercial land uses within Lake County shall be guided by information contained in the Data Inventory and Analysis for the Future Land Use and Economic Elements. The policies below shall apply to commercial development within the Urban Future Land Use Series.*); and

• Public order and safety.

Proposed Land Use According to the Eustis Comprehensive Plan:

Mixed Commercial

Industrial (MCI)

This land use designation is intended to provide for development of light manufacturing, distribution, corporate office and related commercial and industrial facilities in select high profile locations and in well planned environments.

General Range of Uses: Mixed Commercial Industrial may include a variety of free-standing retail and service uses and small strip centers including automotive-oriented uses such as service stations and auto sales as well as outdoor recreation, and schools. Public and utility services and facilities that are 5 acres or less in size are also permitted.

Light industry includes warehousing and wholesale distribution, provided that truck access bays and loading operations are effectively screened from view where necessary, truck traffic does not impact local streets, and hours of operation are compatible with adjacent land uses. Light industry also includes those manufacturing, distribution, and associated activities which do not create any noise, glare, vibration, odor, or waste products which would adversely impact adjacent properties or municipal utility systems, based on performance standards established in the LDRs.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements:
There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated MCI. For the mixed land use category MCI, the City establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Commercial:
No more than 20% of total MCI acreage
The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the City to ensure continuity and compatibility with adjacent land uses. Individual properties may develop all commercially or all industrially, provided that all applicable criteria set forth herein are met.

Special Provisions:
1) Future amendments to designate areas as MCI may be permitted in undeveloped areas oriented to major highways and other transportation facilities as determined by market demand, and provided that:
    a. Mixed Commercial Industrial areas and developments therein will be held to a higher level of community design relative to signage, lighting,

landscape materials, and building quality than General Commercial (GC) areas; and

b. Signage and lighting are limited to maintain the generally semi-rural or high-profile image character of these designated areas.
c. Developments within the Wekiva Protection Overlay that include longleaf pine, sand hill, sand pine, and xeric oak communities shall protect these areas as dedicated open space or conservation easements, with total open space equal to at least 35% of the net buildable area.

Comparison of Lake County Development Conditions

The existing Lake County future land use designation of the property is Urban Low, which provides for a range of residential development in addition to civic, commercial and office uses at an appropriate scale and intensity to serve this category. Allowable density and intensity in Urban Low is a maximum of 4 dwelling units per acre and intensity of 0.25 to 0.35 floor area ratio, with the sum of residential density and non-residential intensity not exceeding 100%.

Residential: Lake County limits residential development to 4 du/acre, and other Lake County Comprehensive Plan policies would allow for some commercial, while the City of Eustis MCI (Mixed Commercial Industrial) would allow for a greater variety of commercial uses while limiting residential options.

Proposed Residential Land Uses.

The City shall limit these uses adjacent to incompatible commercial or industrial lands unless sufficient mitigation, such as buffering and setbacks, is provided and available, which lessens the impact to the proposed residences.

Not applicable.

Proposed Non-Residential Land Uses.

The City shall generally not permit new industrial uses to be located adjacent to existing or planned residentially designated areas.

The proposed future land use does not allow for industrial-type uses that may be incompatible with existing residential uses. Through the site development process, each project is evaluated, and the appropriate land development regulations are applied to mitigate potential incompatibility.

1. **Transportation:**

Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

This potential added commercial development will be evaluated at the time a development plan is submitted. At this time, the adjacent transportation network (CR 44/CR 44A) has the capacity to serve the proposed MCI land use. Future improvements will depend on the ultimate buildout intensity and specific

commercial uses. Prior to the development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

2. **Water Supply:**

Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

City water service and other services are available. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

In Accordance with Chapter 102-16(f), Land Development Regulations

Standards for Review:

In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

a. ***Consistent with Comprehensive Plan:***

Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan.

b. ***In Conflict with Land Development Regulations:***

Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

The proposed amendment is not in conflict with the Land Development Regulations. At the time of development, there will be further review for compliance.

c. ***Inconsistent with Surrounding Uses:***

Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

City commercial future land use has been designated for the west side of the CR 44/44A intersection. The Mixed Commercial Industrial FLU would not be inconsistent for the area.

d. ***Changed Conditions:***

Whether there have been changed conditions that justify an amendment.

The applicant wishes to annex the property into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. Upon annexation, the subject property will have a full array of municipal services, including central water. These changed conditions warrant a change in the land use designation.

e. ***Demand on Public Facilities:***

Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water and sewer services are available and, in close proximity to the site. Adequate capacity is available to serve future development consistent with the requested future land use designation.

Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

f. ***Impact on Environment:***

Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

The site contains no apparent natural resources and is not connected to significant open space.

g. ***Orderly Development Pattern:***

Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

The site is contiguous to the City limits. The annexation would create a logical development pattern as it extends the City limits to a more natural boundary in this area.

h. **Public Interest and Intent of Regulations:**

Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations is as follows:

"The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small-town community character and lifestyle."

The requested designation of MCI land use will provide for orderly growth and development. This designation would advance the public interest by

potentially providing additional commercial and industrial/flex space options, and the application of the LDRs to future development will ensure consistency with the community character and lifestyle of the city.

i. Other Matters:

Any other matters that may be deemed appropriate by the local planning agency or the city commissioners, in review and consideration of the proposed amendment.

No other matters.

Analysis of Design District Request (Ordinance Number 2026-11):

Form-Based Code:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect

1. ***Standards for Review:***

The Land Development Regulations include the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider: Whether the amendment is in conflict with any applicable provisions of the Code.

a. ***Section 102-17(a) "...Section 109-3 Design Districts:***

identifies the definition, structure, and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a parcel proposed for annexation into the City of Eustis a designation that meets the district pattern and intent (Suburban Corridor).The Suburban development pattern and intent, and the Suburban Corridor definition, structure and form description are stated below. The assignment of a Suburban Corridor design district designation is appropriate due to the established and proposed development patterns in the area.

b. ***Sec. 109-3.4. Suburban development pattern intent statements:***

Intent. Suburban development pattern…relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. The street layout, comprised of streets with fewer vehicular connections, helps to reduce cut-through traffic and establishes distinct boundaries for residential communities/subdivisions. Each land use provides for pedestrian and bicycle connections.

Design districts – Suburban center.

a. *Definition. Mix of commercial, office, and potentially multifamily residential uses.*

b. Structure. Development blocks organized with streets, pedestrian walkways and driveways.

c. Form. Mix of nonresidential uses from office to commercial with supportive uses adjacent to larger use types.

A Suburban Corridor designation follows the district pattern and intent outlined in the Land Development Regulations and is consistent with the existing transect in the area.

c. ***Section 102-17(a)***

The following guidelines must be followed when proposing the reassignment of design district:

Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

Reassignment is not being proposed. A Eustis design district designation must be assigned to annexed property. The proposed design district is compatible with the surrounding design districts.

d. ***Consistent with Comprehensive Plan:***

Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Comprehensive Plan.

e. ***Consistent with Surrounding Uses:***

Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Corridor definition, structure and form are compatible with the existing uses and any proposed uses permitted under the Mixed Commercial Industrial future land use designations in the area.

f. ***Changed Conditions:***

Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation, and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County without central services to a site within the City of Eustis with municipal services.

g. ***Public Facilities.***

Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

A redistricting is not proposed. Assigning a design district to an annexation property will not change the demand impact on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also, see the analysis of public facilities in the above sections of this report.

h. ***Impact on Environment:***

Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcel. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity, and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment. As building permit approval must be obtained before development can begin, the Comprehensive Plan and the Land Development Regulations include standards for the protection of environmentally sensitive lands that would apply should conditions at the time of development warrant such protection.

i. ***Property Values:***

Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

Redistricting is not being proposed. A City of Eustis design district designation must be assigned to the annexed property. This request should not affect property values because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

j. ***Orderly Development Pattern:***

Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

The request is the assignment of a design district to an annexation parcel, not redistricting. However, the proposed Design District designation is consistent with the suburban development pattern identified in Section 109-5.5 of the Land Development Regulations. Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

k. ***Public Interest and Intent of Regulations:***

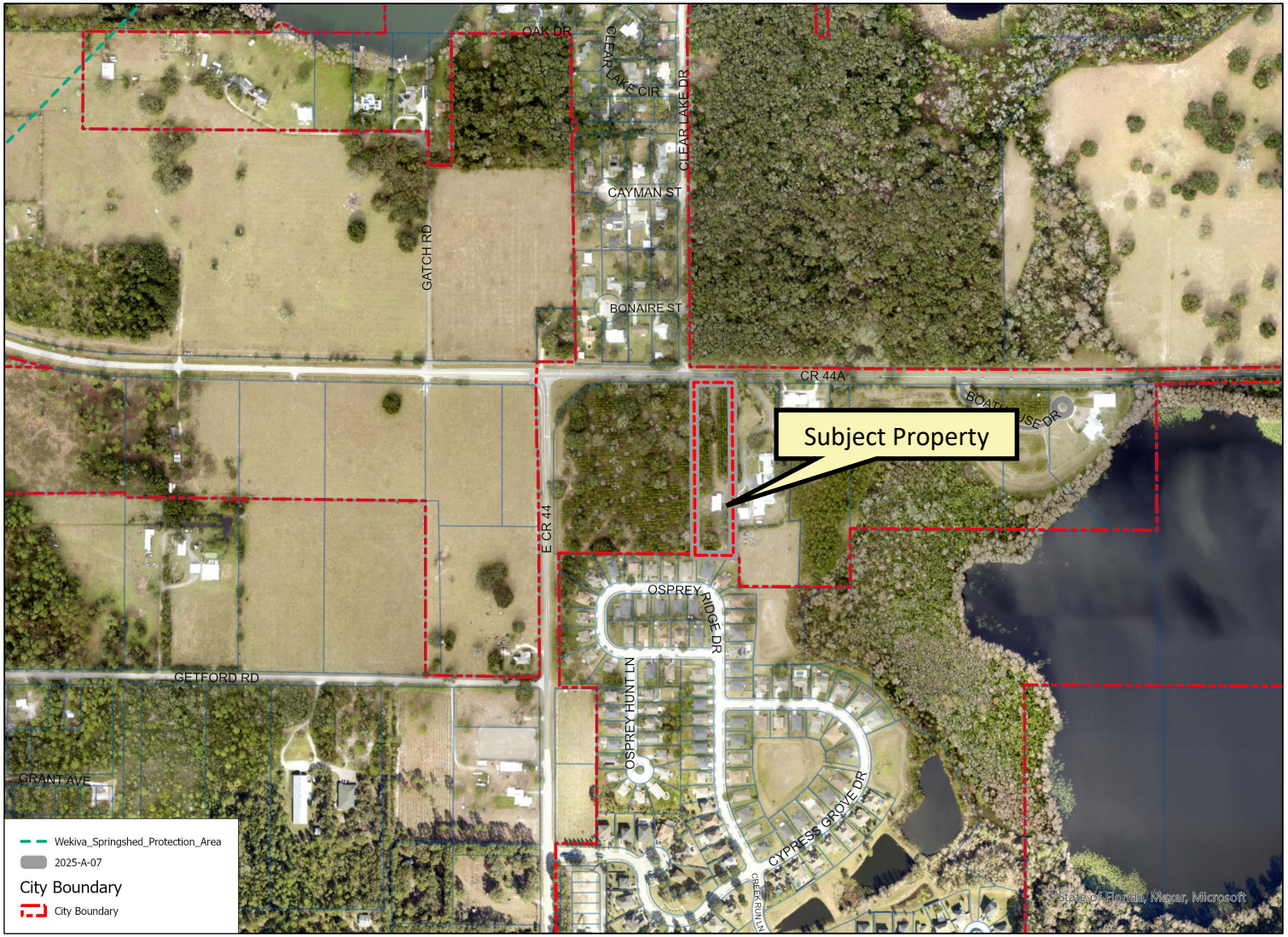
Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The request is the assignment of a design district to an annexation parcel, not redistricting. The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

l. ***Other Matters:***

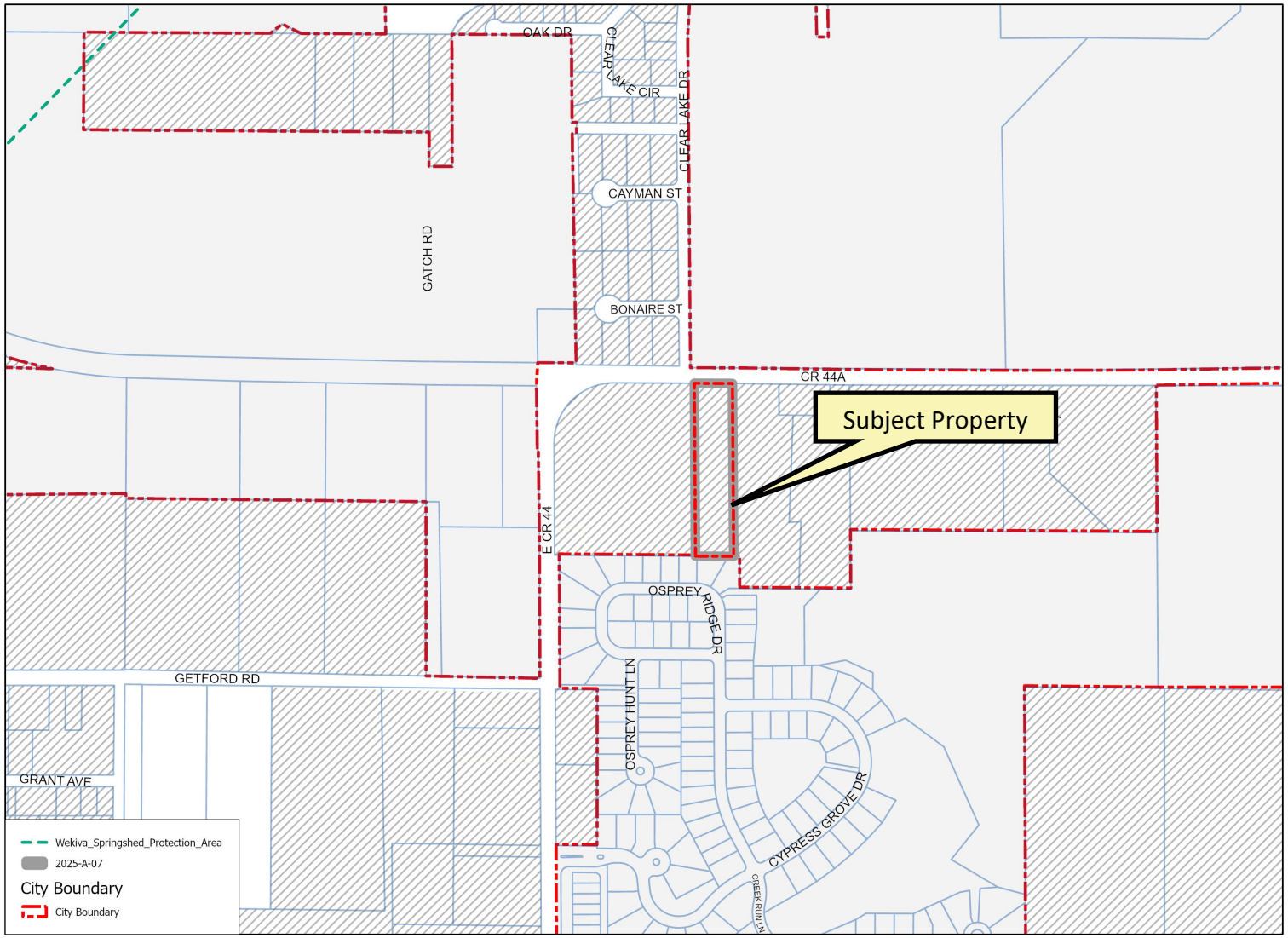
Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The request is the assignment of a design district to an annexation parcel, not redistricting. The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land use, densities, intensities, or required open space. The districts, therefore, must be consistent and follow the urban, suburban, and rural transects. This request assigns a Suburban Corridor design district designation to an annexation parcel, which is consistent with the existing transect.



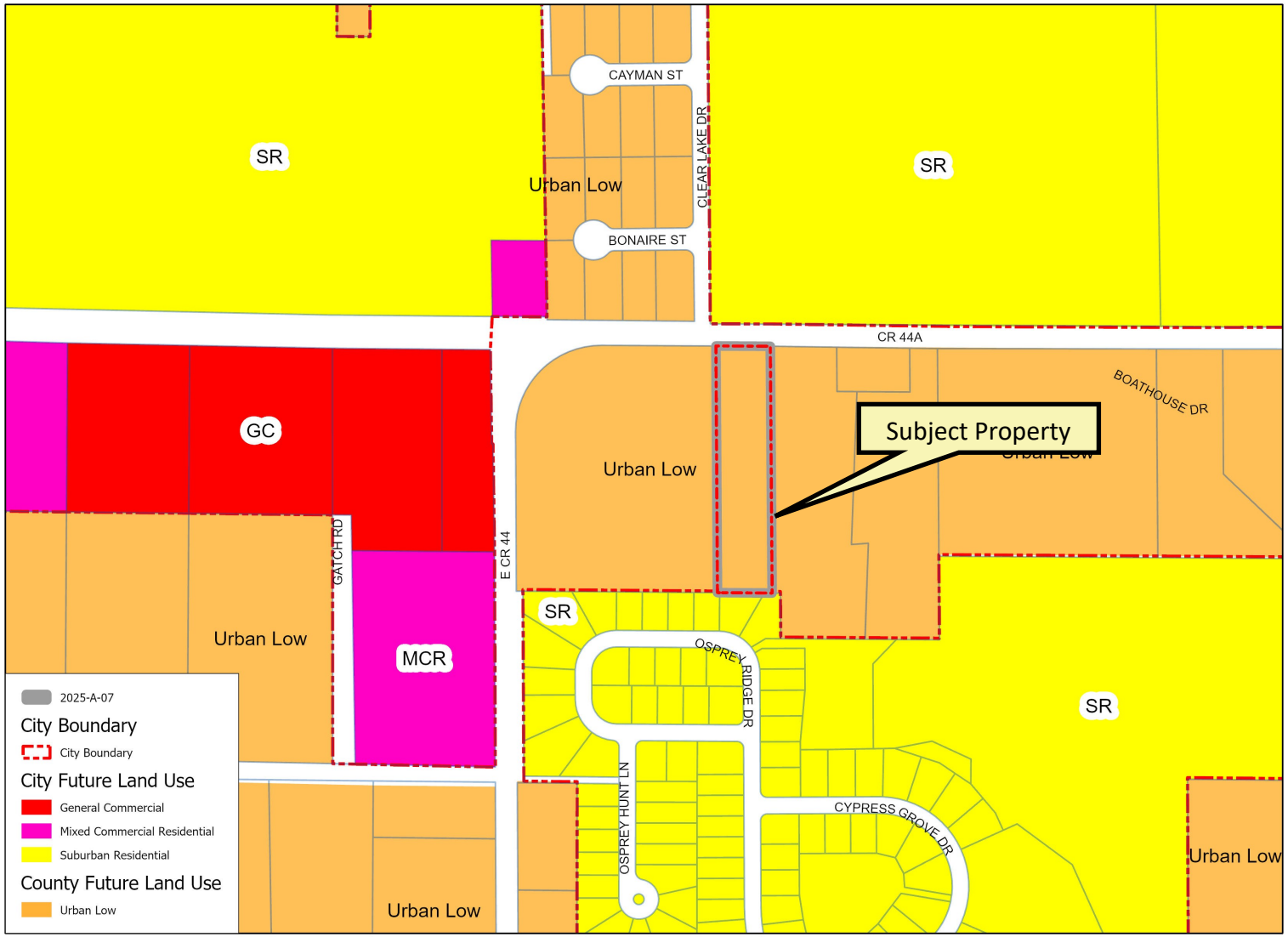
T and S FL Partners, Inc.

Aerial Location



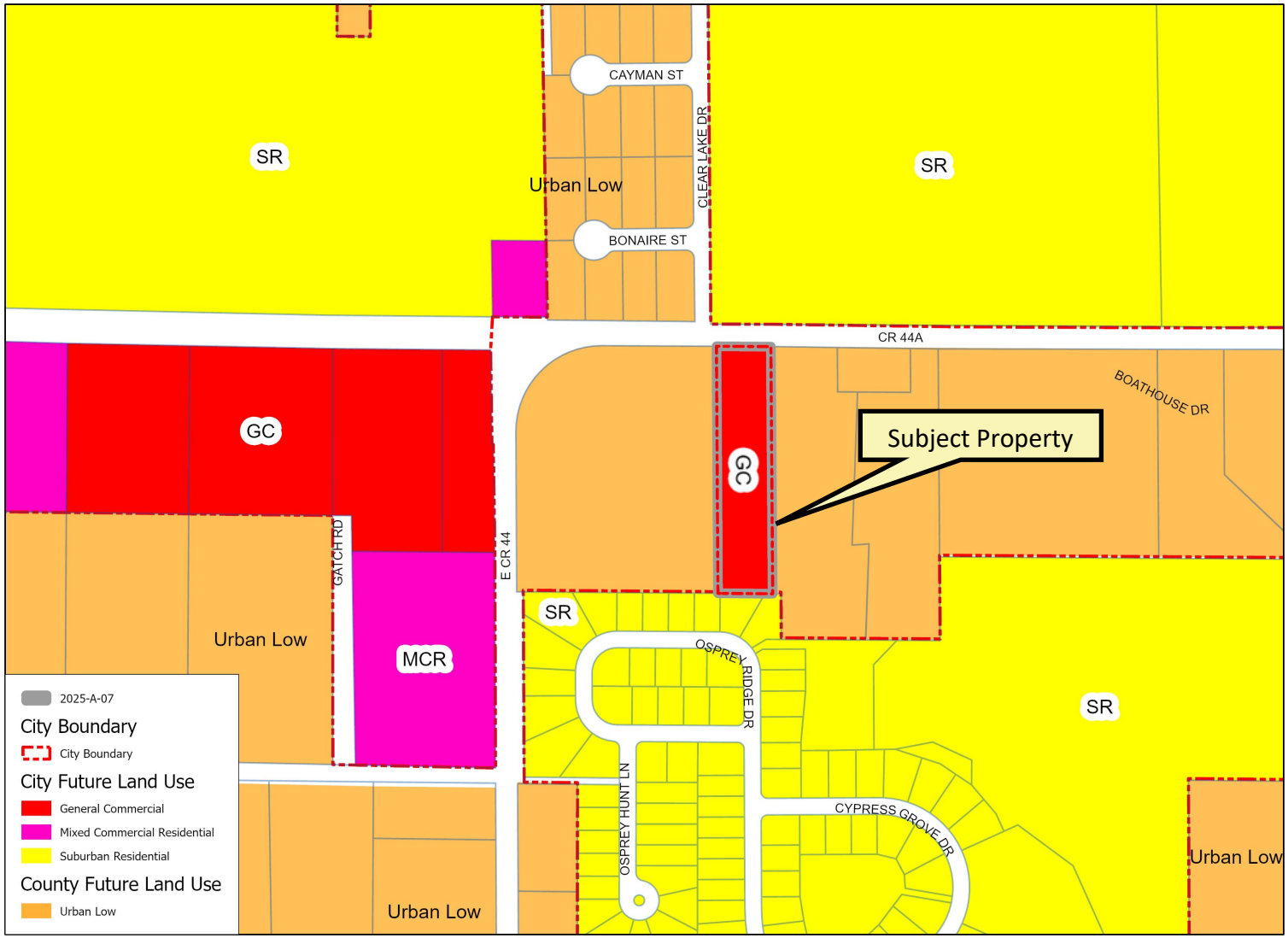
T and S FL Partners, Inc.

Location



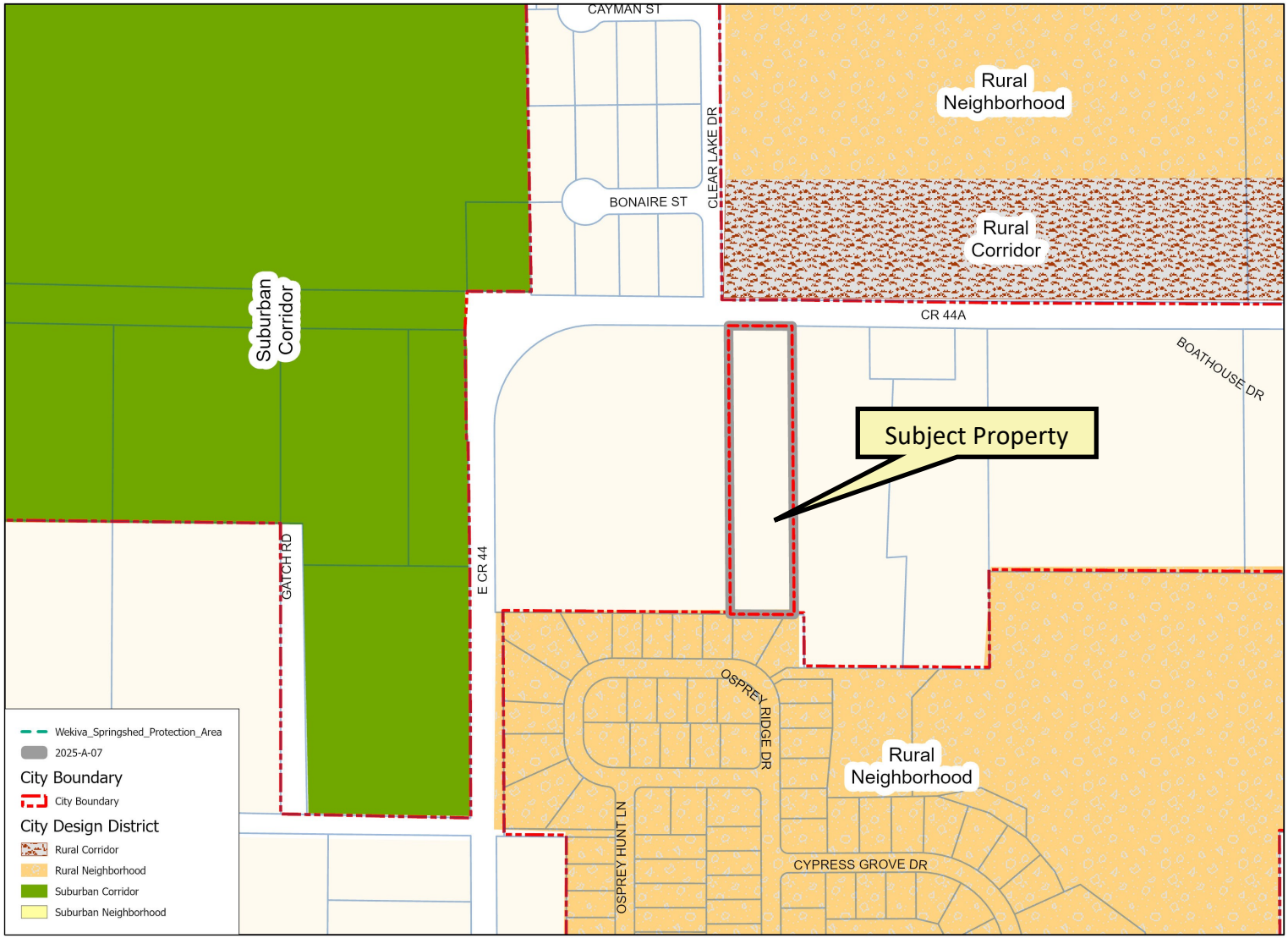
T and S FL Partners, Inc.

Future Land Use (Current)



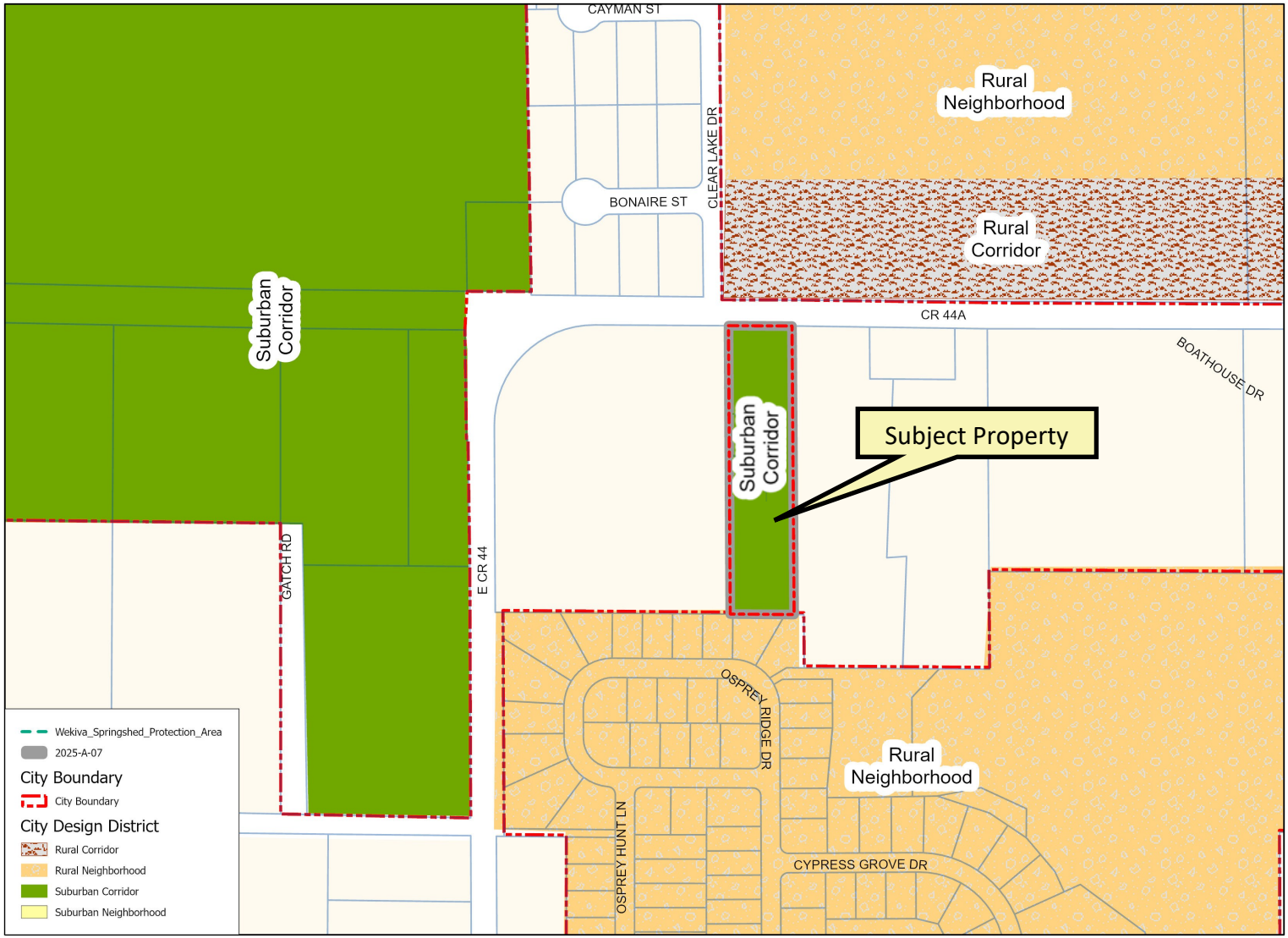
T and S FL Partners, Inc.

Future Land Use (Proposed)



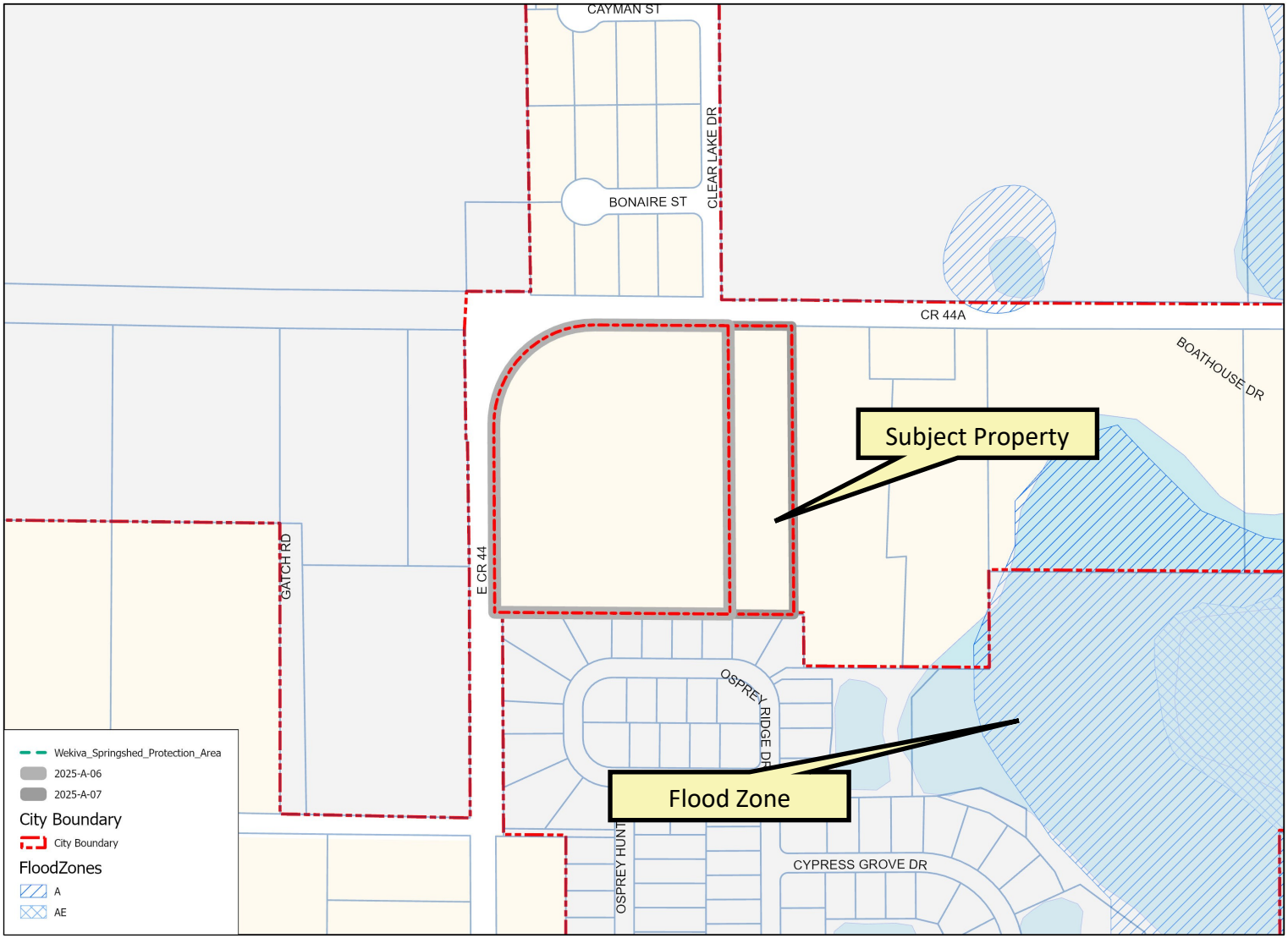
T and S FL Partners, Inc.

Design District



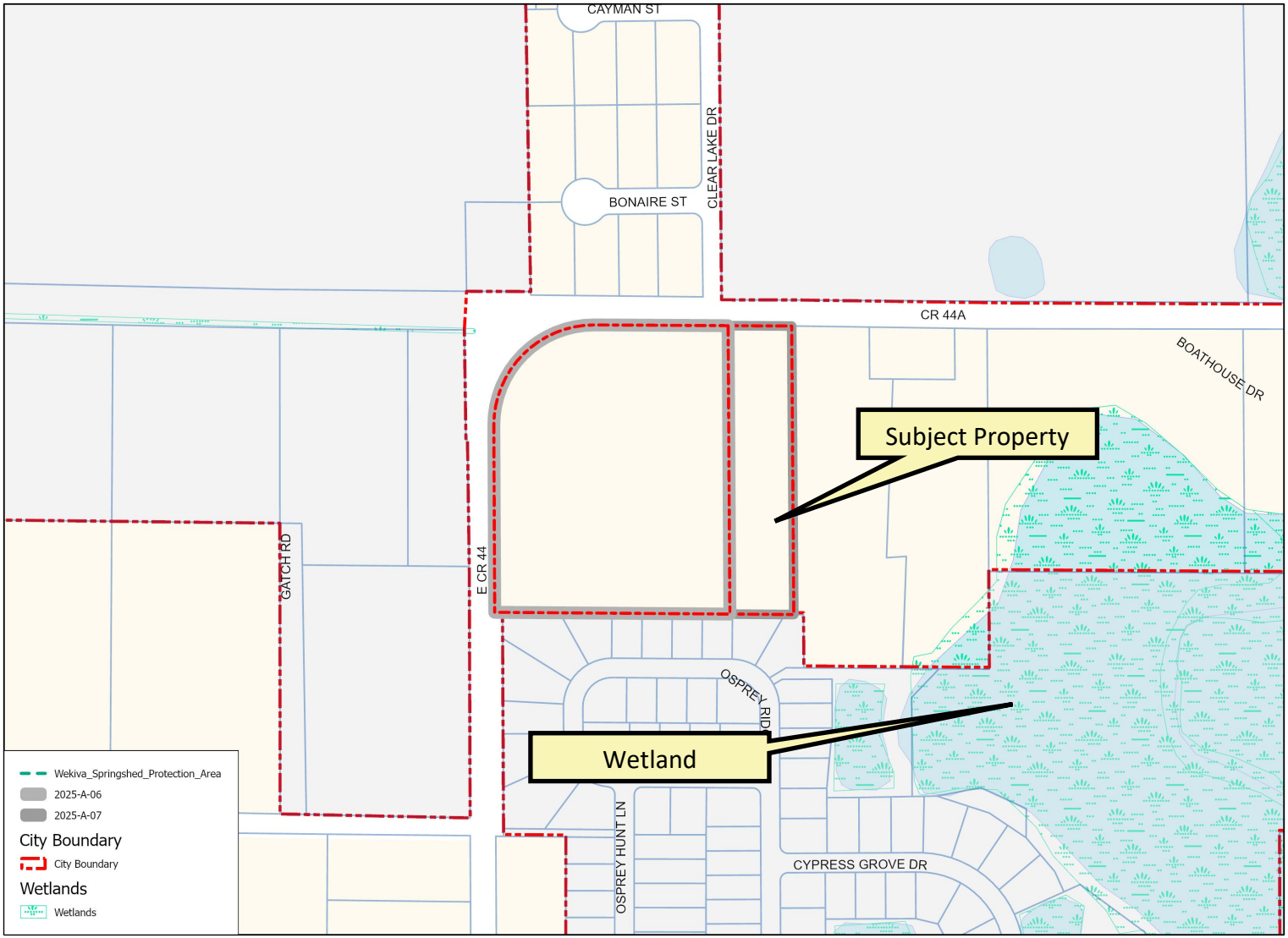
T and S FL Partners, Inc.

Design District



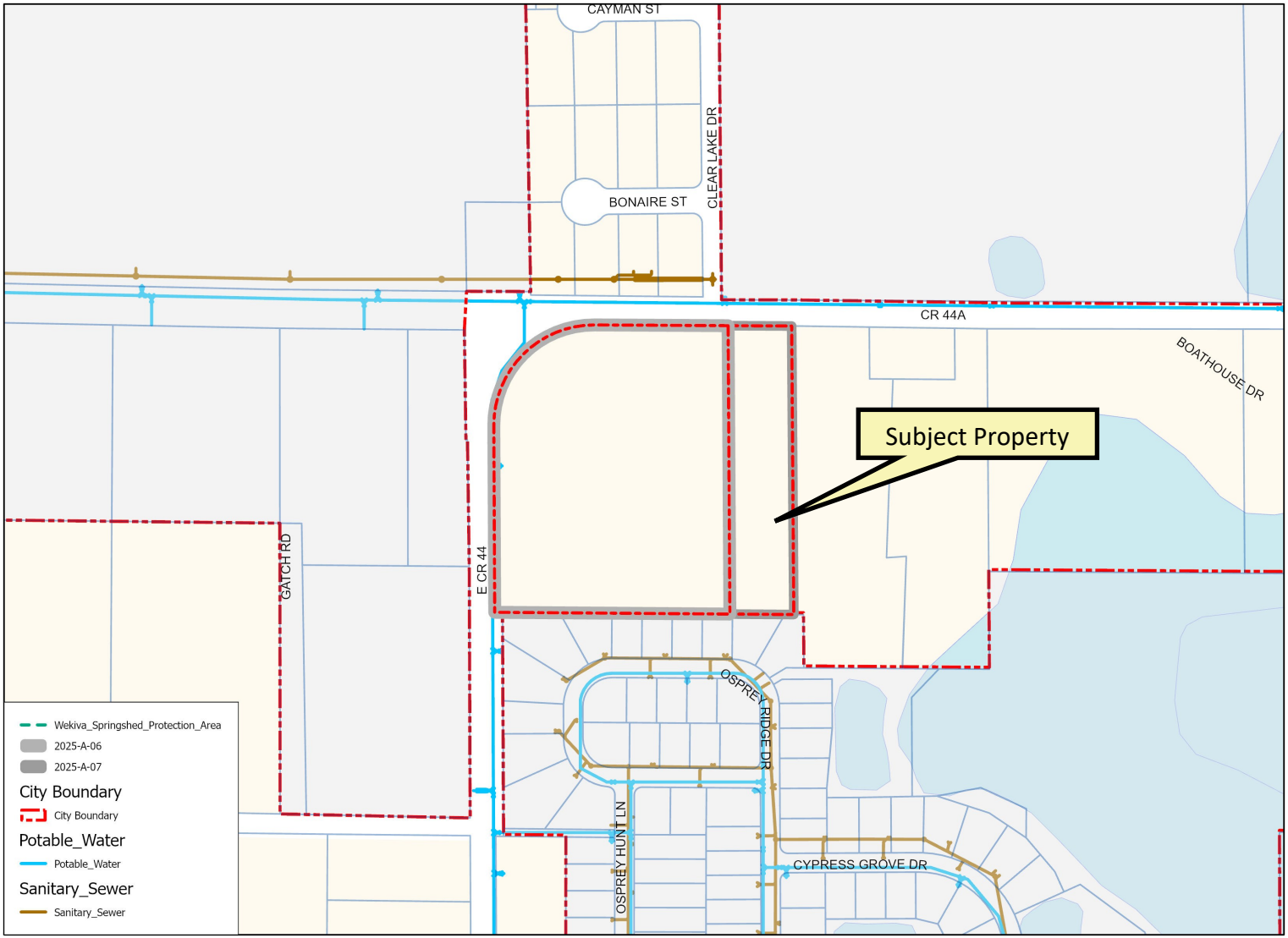
T and S FL Partners, Inc.

Generalized Floodplain



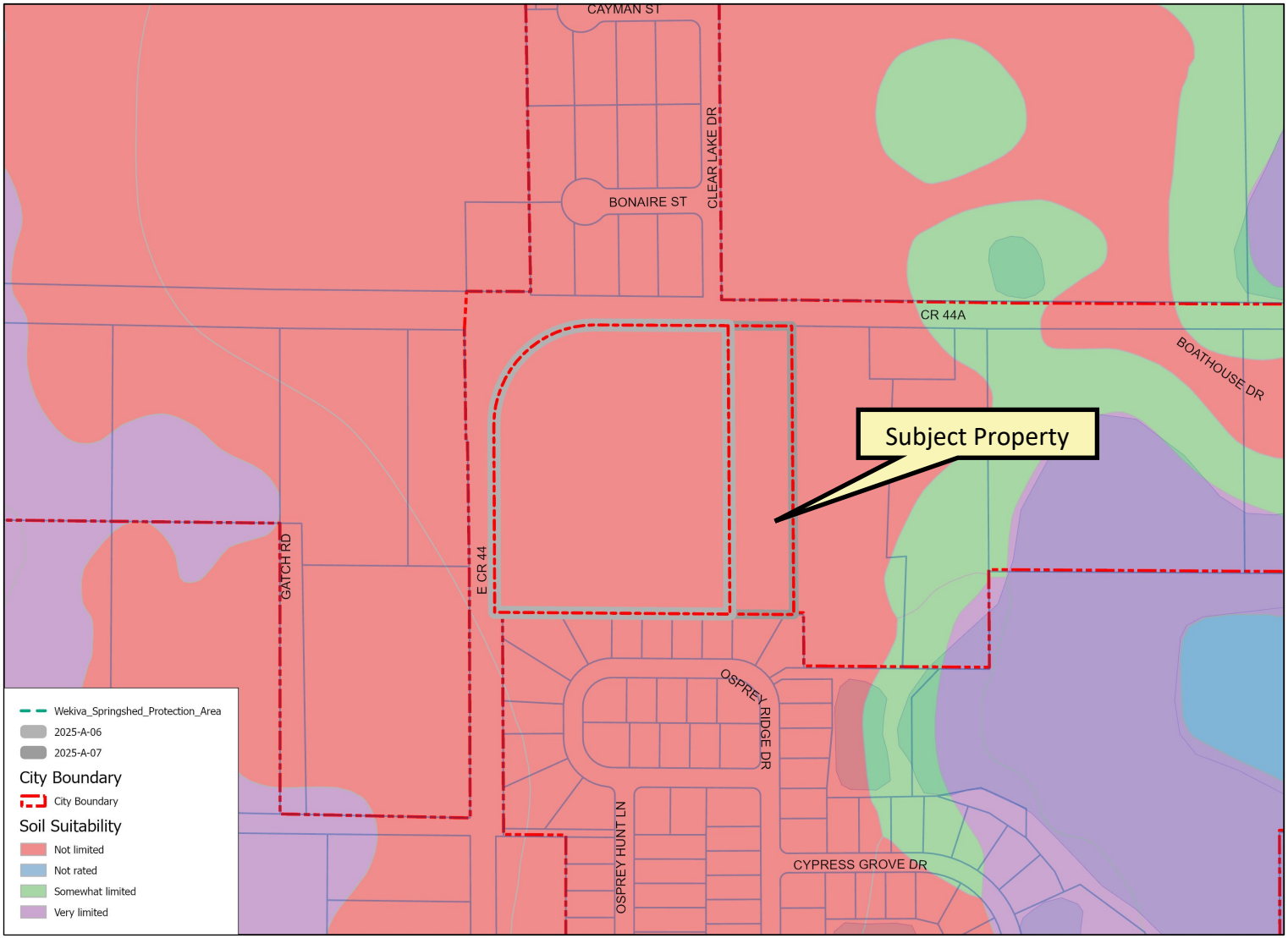
T and S FL Partners, Inc.

Generalized Wetland



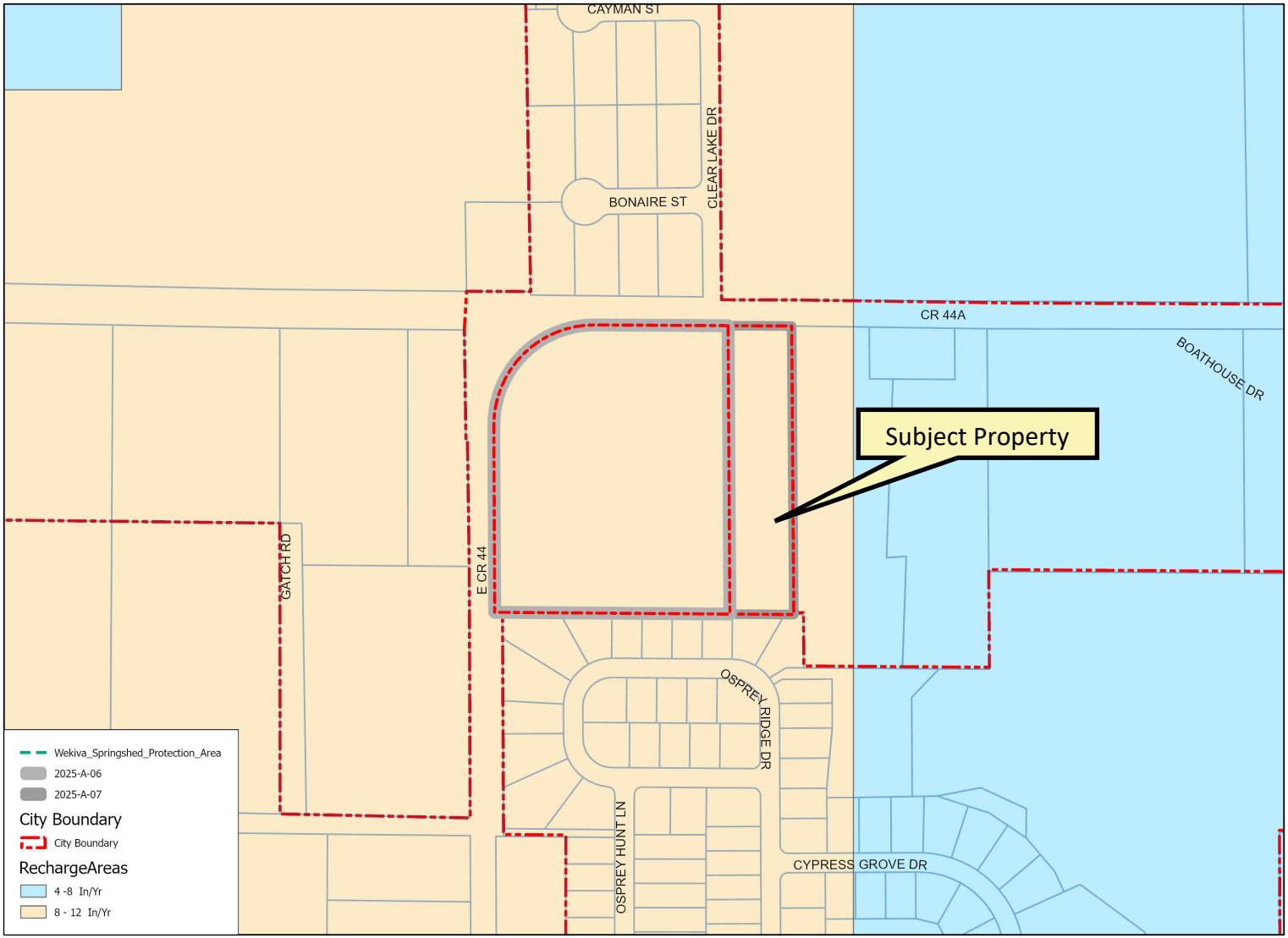
T and S FL Partners, Inc.

Generalized Utilities



T and S FL Partners, Inc.

Soils Suitability



T and S FL Partners, Inc.

Generalized Potential Recharge

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Explanation of Ordinance Numbers 2026-09, 2026-10, and 2026-11 for Parcel with Alternate Key Number 3959037

Introduction:

Ordinance Number 2026-09 provides for the voluntary annexation of approximately 2.8 acres located on the east side of the intersection of County Road 44 and County Road 44A, Alternate Key Number 3959037. Provided the annexation of the subject property is approved, Ordinance Number 2026-10 would change the Future Land Use designation from Urban Low in Lake County to Mixed Commercial Industrial (MCI) in the City of Eustis, and Ordinance Number 2026-11 would assign the subject property a Design District designation of Suburban Corridor. If Ordinance Number 2026-09 is denied, then there can be no consideration of Ordinance Numbers 2026-10 and 2026-11.

The annexation, Future Land Use amendment, and Design District assignment are interdependent actions, and approval of Ordinance Number 2026-09 is required before the consideration and effectiveness of Ordinance Numbers 2026-10 and 2026-11.

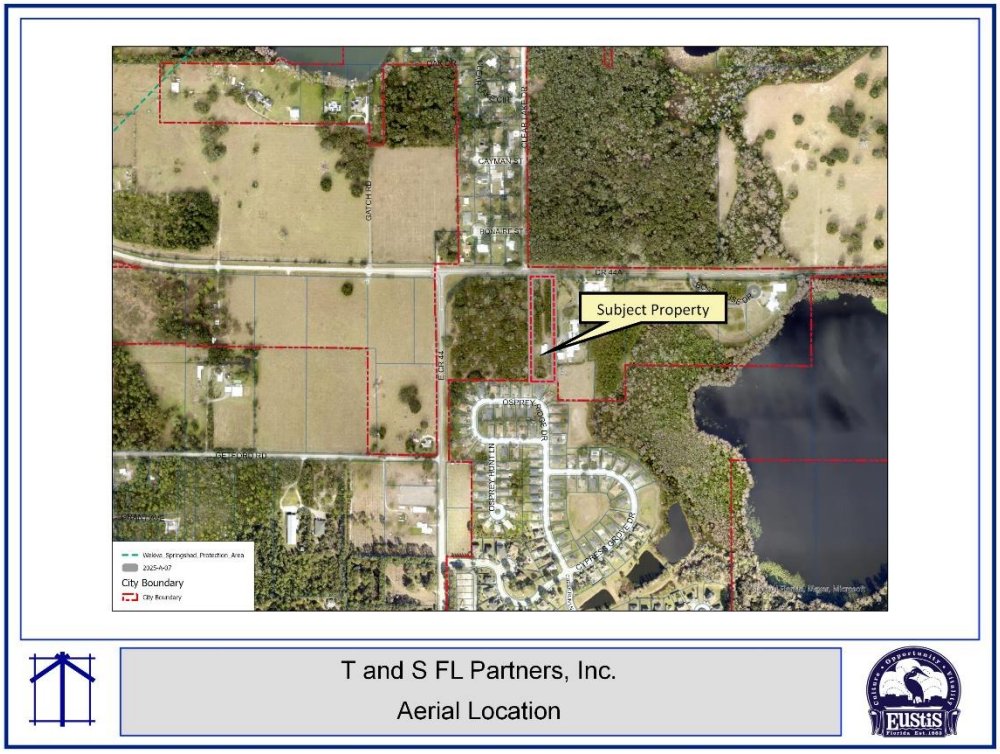
Pursuant to City Commission direction and per the applicant's verbal stipulation at the first reading, revisions were made to the proposed voluntary Development Agreement, associated with the property under Ordinance Number 2026-18, to prohibit vehicular service and repair, and car washes. The prohibited uses were also amended to include outdoor shooting ranges.

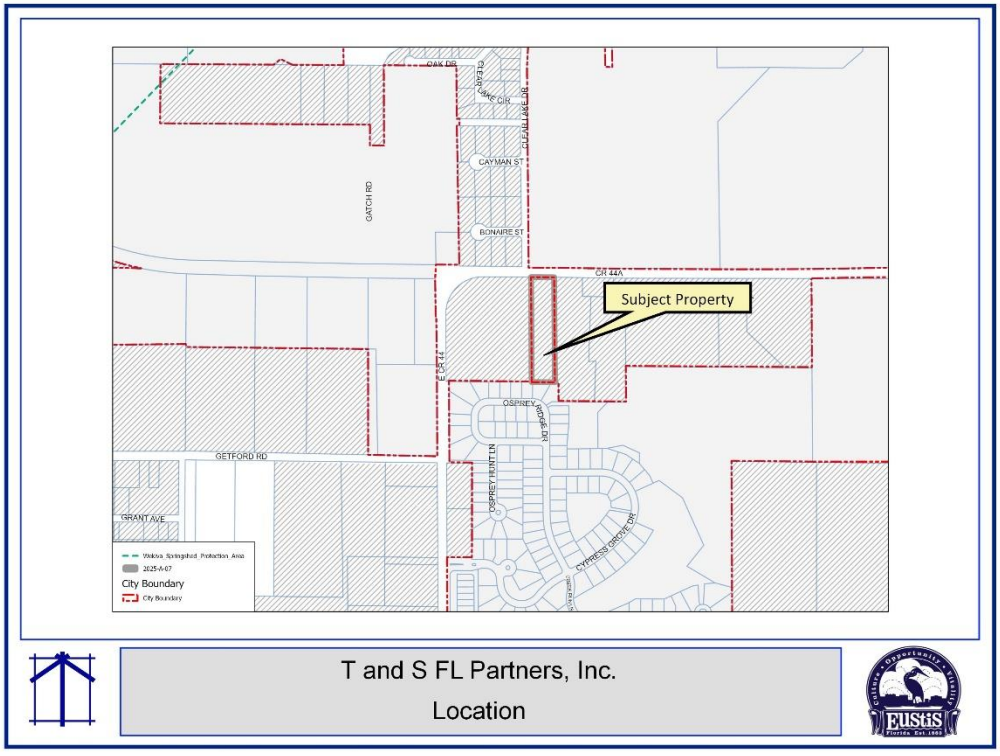
Background:

1. The site contains approximately 2.8 acres and is located within the Eustis Joint Planning Area. The site is currently Residential and agricultural/silvicultural (Planted Pines)
2. The subject property is contiguous to the current City of Eustis boundary on the south property line.
3. The site has a Lake County Future Land Use Designation of Urban Low, but approval of Ordinance Number 2026-10 would change the land use designation to Mixed Commercial Industrial (MCI) in the City of Eustis.
4. The West Side of the CR 44A/CR 44 intersection is already City of Eustis General Commercial (GC) and Mixed Commercial Residential (MCR).

Location	Existing Use	Future Land Use	Design District
Site	Vacant/Planted Pines	Urban Low (Lake County)	N/A
North	Single-Family Residential	Urban Low (Lake County)	N/A
South	Single-Family Residential	Suburban Residential (SR)	Rural Neighborhood

East	Single-Family Residential	Urban Low (Lake County)	Suburban Corridor
West	Vacant/Planted Pines	Urban Low (Lake County)	N/A





Applicant's Request

The applicant and property owner wish to annex the property, change the future land use to Mixed Commercial Industrial (MCI), and assign a design district of Suburban Corridor. The applicant's application did not detail the intended use of the property beyond future commercial or industrial development. The applicant has entered into a Development Agreement with the City of Eustis, approved by separate ordinance, which establishes permitted uses, development standards, and design requirements for the property.

The current Lake County land use designation for the subject property is Urban Low. The Lake County land use designation allows for residential uses of up to four (4) dwelling units per one (1) net buildable acre and civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use.

The proposed Mixed Commercial Industrial (MCI) land use designation within the City of Eustis provides for future commercial or industrial uses.

A. Analysis of Annexation Request **(Ordinance Number 2026-09):**

1. Resolution Number 87-34 – Joint Planning Area Agreement with Lake County:

   "The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City and might therefore be annexed into the City in accordance with State law. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area."

   The subject property is located within the Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested MCI future land use designation.

   The proposed annexation promotes the public health, safety, and welfare by facilitating the orderly extension of municipal services and implementing the City's Comprehensive Plan.

2. Florida Statutes Voluntary Annexation - Chapter 171.044(1):

   "The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality."

   The Joint Planning Area boundaries define the reasonably compact area where the City can provide services effectively and efficiently. The subject property lies within that planning area. It is contiguous to the City limits on the southern boundary, and the owner has petitioned for annexation.

3. Florida Statutes Voluntary Annexation - Chapter 171.044(2):

   "…Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town."

   Notice of the proposed annexation was published in the Daily Commercial in accordance with Section 171.044, Florida Statutes, on April 27, 2026, and May 4, 2026.

4. Florida Statutes Voluntary Annexation - Chapter 171.044(5):

"Land shall not be annexed through voluntary annexation when such annexation resu
creation of enclaves."

Annexation of the subject property does not create an enclave.

5. Florida Statutes Voluntary Annexation - Chapter 171.044(6):

"Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located."

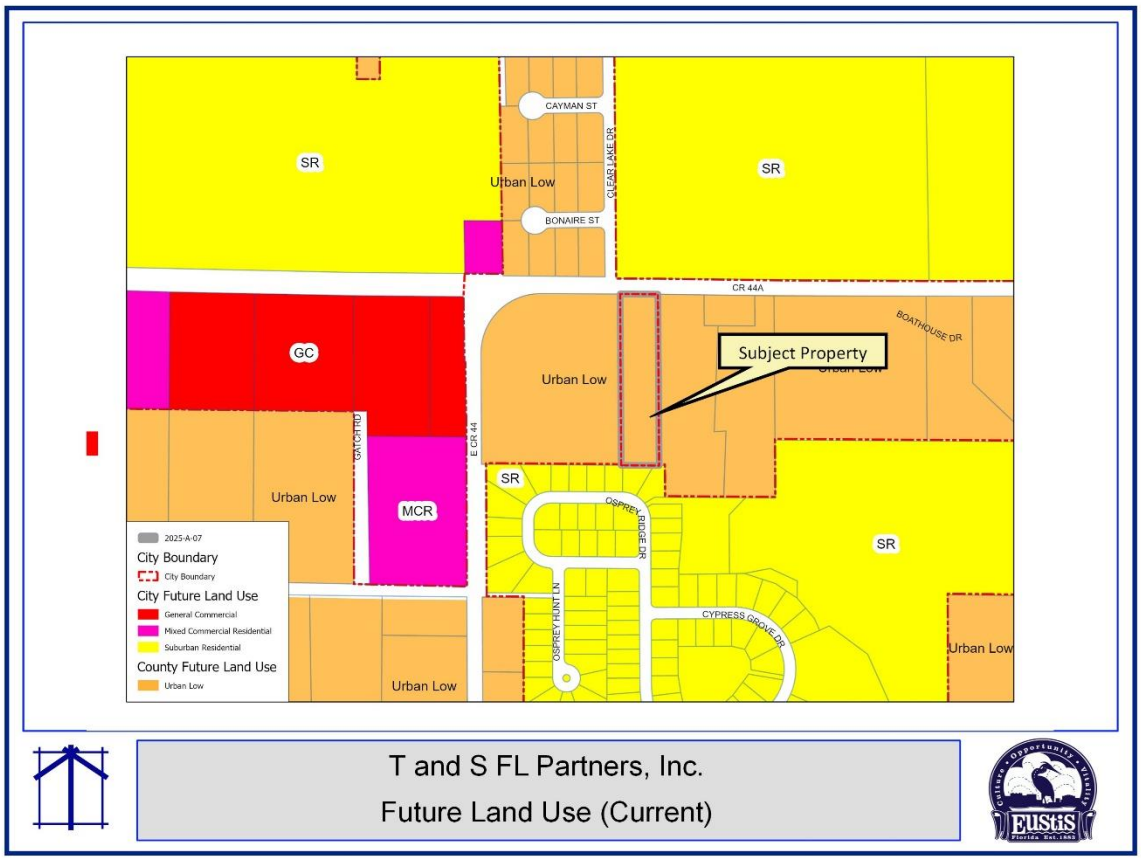
The Department notified the Lake County Board of County Commissioners on January 29, 2026, of its intent to annex the property.

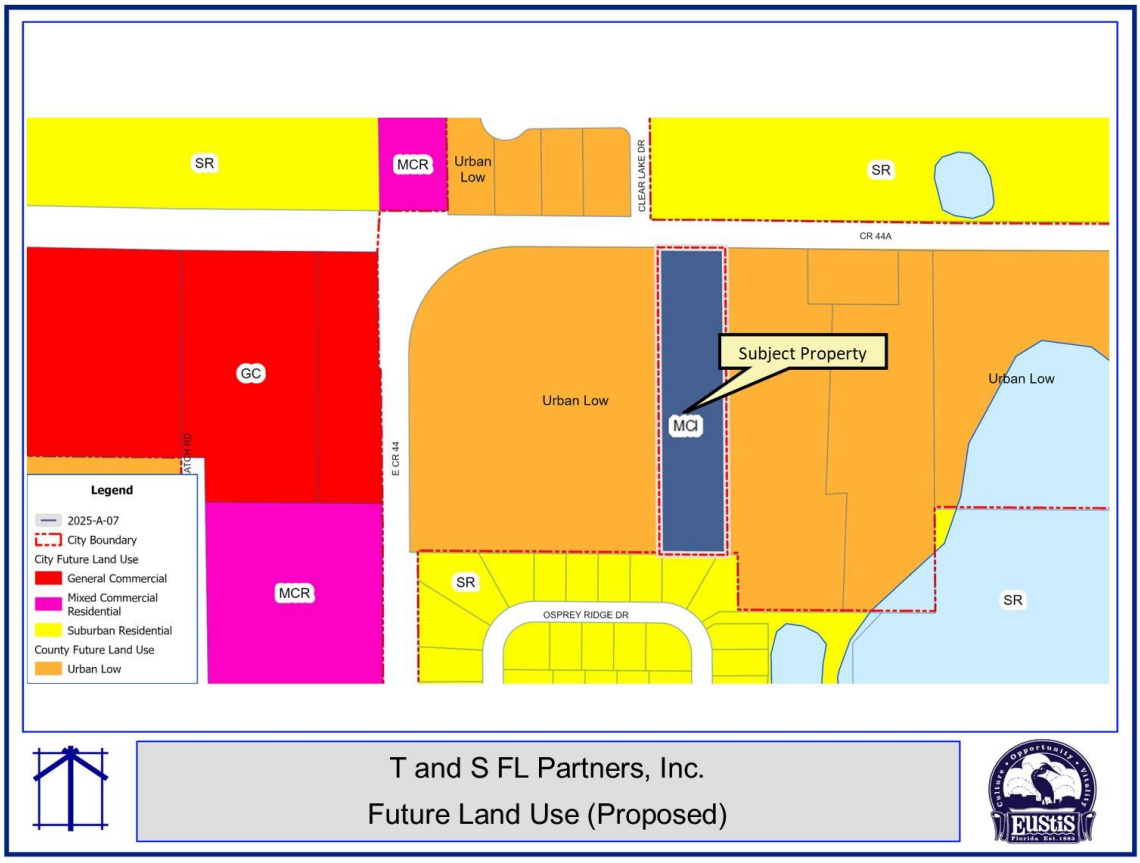
B. Analysis of Comprehensive Plan/Future Land Use Request **(Ordinance Number 2026-10):**

The proposed Future Land Use designation is consistent with the Development Agreement approved by the City, which establishes permitted uses and development standards for the subject property.

In accordance with Chapter 163.3177(9), Florida Statutes, to discourage urban sprawl, the Florida Statutes outlines the Primary Indicators of Sprawl. Staff has reviewed these indicators and finds that the proposed annexation and assignment of Future Land Use does not contradict the intent of the primary indicators of sprawl as outlined. The outline and summary of these indicators are included in the supplement to this report.

C. Per the City of Eustis Comprehensive Plan, Future Land Use Element Appendix
Staff has assessed the proposed amendment to the City of Eustis Comprehensive Plan Future Land Use Map regarding the development patterns described and supported within the Plan, including conditions and impacts on utility infrastructure, transportation infrastructure, natural features, and the environment. Staff review finds that the proposed assignment of the proposed future land use district will not result in impacts that will cause detriment beyond current patterns.

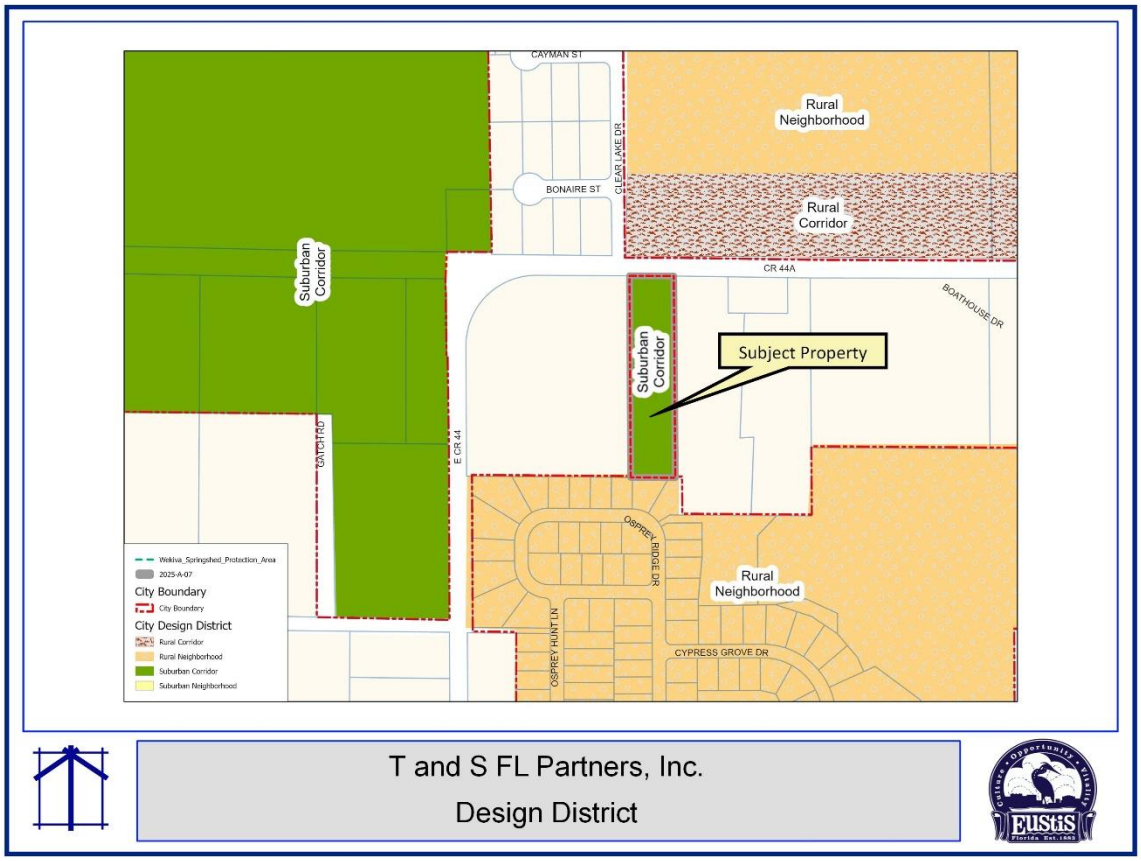

SR
CAYMAN ST
Urban Low
CLEAR LAKE DR
SR
BONAIRE ST
CR 44A
BOATHOUSE DR
GC
Subject Property
Urban Low
E CR 44
SR
Urban Low
MCR
OSPREY RIDGE DR
SR
2025-A-07
City Boundary
City Boundary
City Future Land Use
General Commercial
Mixed Commercial Residential
Suburban Residential
County Future Land Use
Urban Low
OSPREY HUNT LN
CYPRESS GROVE DR
Urban Low
Urban Low
T and S FL Partners, Inc.
Future Land Use (Current)



D. Analysis of Design District Request **(Ordinance Number 2026-11)**:

The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a design district that aligns with the urban, suburban, or rural transect of the surrounding area.

The City's Land Development Regulations set forth standards for review when changing or, in the case of annexation, assigning a Design District. Staff has reviewed these standards and finds the proposed Suburban Corridor Design District consistent with those standards. The outline and summary of this analysis are included as a supplement to this report.



Recommended Action:
Development Services finds the proposed annexation, Future Land Use, and Design District designations consistent with the Comprehensive Plan, Land Development Regulations, and surrounding and adjacent land uses; therefore, it presents Ordinance Numbers 2026-09, 2026-10, and 2026-11.

Policy Implications:
None

Alternatives:

1. Approve Ordinance Numbers 2026-09 (Annexation), 2026-10 (Comp. Plan Amendment), and 2026-11 (Design District Designation).
2. Deny Ordinance Numbers 2026-09, 2026-10, and 2026-11.

Budget/Staff Impact:
There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Business Impact Estimate:
The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinances: Section 166.041(4)(c): enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

Prepared By:
Jeff Richardson, AICP, Interim Director, Development Services

Reviewed By:
Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 2026-09

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 2.8 ACRES OF REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED IN UNINCORPORATED LAKE COUNTY, FLORIDA, ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

WHEREAS, Denton Cairnes & Travis Sawchuk have made an application for voluntary annexation, on behalf of T and S FL Partners, Inc., the property owner, for approximately 2.8 acres of real property generally located in unincorporated Lake County, Florida, on the east side of the intersection of County Road 44 and County Road 44A, more particularly described as:

Parcel Alternate Key: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of

said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902.10 Square Feet or 2.80 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has not been verified for accuracy)

WHEREAS, the owner of the subject property has submitted a voluntary annexation petition pursuant to Section 171.044, Florida Statutes, and has consented to annexation of the property described herein; and

WHEREAS, the City Commission has determined that the petition bears the signatures of all owners of property within the area proposed for annexation; and

WHEREAS, the subject property is reasonably compact and contiguous; and

WHEREAS, the City Commission finds that the subject property meets the requirements of Sections 171.042 and 171.043, Florida Statutes; 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 the City has the ability to provide urban services to the property; and

WHEREAS, on May 7, 2026, the City Commission held the first duly noticed public hearing to consider the voluntary annexation of the property described herein; and

WHEREAS, on May 21, 2026, the City Commission held the second duly noticed public hearing to consider the voluntary annexation of the property described herein.

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

That pursuant to, and under the authority of Section 171.044, Florida Statutes, the City of Eustis, Lake County, Florida, does hereby annex the property and amend the municipal boundaries to include approximately 2.8 acres of real property, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

SECTION 2.

That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

SECTION 3.
That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.
That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinance.

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 immediately upon adoption; however, the annexation shall not be effective until filing with the Clerk of the Circuit Court of Lake County, the Chief Administrative Officer of Lake County, and the Florida Department of State, as required by law.

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 ADOPTED this 21st day of May 2026, by the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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; however, I have not performed an independent title examination to verify the accuracy of the legal description.

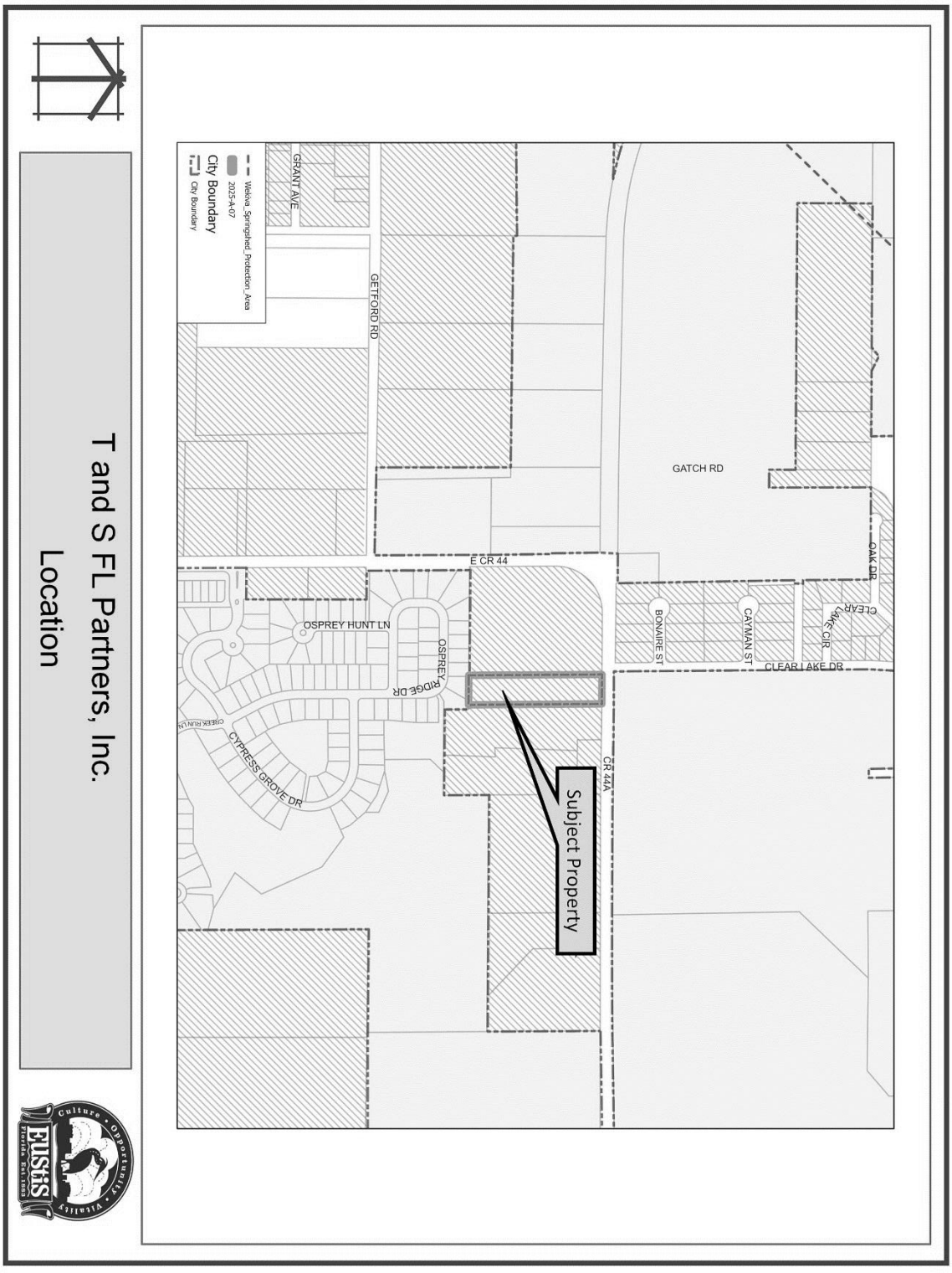
_____ _____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-09 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

EXHIBIT A


T and S FL Partners, Inc.
Location
City Boundary
Wekiva_Springshed_Protection_Area
2025-A-07
City Boundary
GRANT AVE
GETFORD RD
GATCH RD
E CR 44
OSPREY HUNT LN
OSPREY RIDGE DR
CYPRESS GROVE DR
OAK DR
CLEAR VIEW CIR
BONAIRE ST
CAYMAN ST
CLEAR LAKE DR
CR 44A
Subject Property

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-09
Ordinance Subject	Annexation A-2026-0005
Legal Advertising Date	April 27, 2026
First Reading On	5/7/2026
Second Reading On	5/21/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 2.8 ACRES OF REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

ORDINANCE NUMBER 2026-10

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3187, FLORIDA STATUTES; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 2.8 ACRES OF REAL PROPERTY PROPOSED FOR ANNEXATION INTO THE CITY OF EUSTIS AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

WHEREAS, the State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 In Compliance pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Chapter 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the subject property is proposed for annexation into the City of Eustis pursuant to Chapter 171, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 2.8 acres of real property located on the east side of the intersection of County Road 44 and County Road 44A and more particularly described herein; and

WHEREAS, on May 7, 2026, the Local Planning Agency held a duly noticed public hearing and recommended approval of the Small-Scale Future Land Use Amendment; and

WHEREAS, on May 7, 2026, the City Commission held the first duly noticed public hearing to consider the amendment; and

WHEREAS, on May 21, 2026, the City Commission held the second duly noticed public hearing and adopted the amendment.

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

Land Use Designation: That the Future Land Use Designation of the real property as described below shall be changed from Urban Low in Lake County to **Mixed Commercial Industrial (MCI)** within the City of Eustis:

Parcel Alternate Key: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902.10 Square Feet or 2.80 Acres, more or less.

(THE FOREGOING LEGAL DESCRIPTION WAS COPIED FROM THE APPLICANT'S SUBMITTED SURVEY AND HAS NOT BEEN VERIFIED FOR ACCURACY)

SECTION 2.

Map Amendment and Notification: That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

SECTION 3.

Conflict: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

Severability: That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision

shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 5.

Effective Date: That the effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Commerce notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Commerce or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by the adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Commerce.

PASSED, ORDAINED, AND APPROVED this 21st day of May 2026, by the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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; however, I have not performed an independent title examination to verify the accuracy of the legal description.

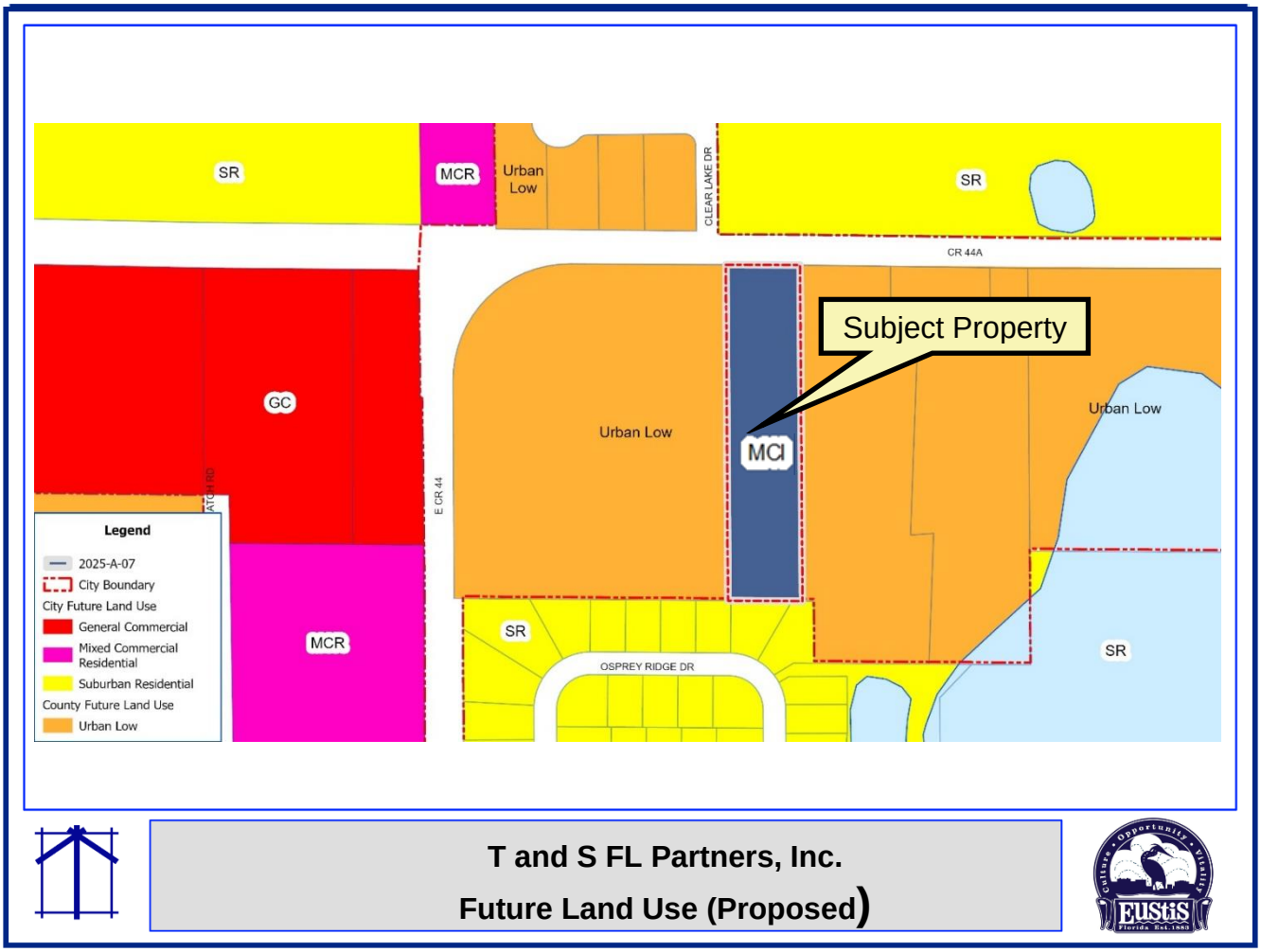
_____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-10 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

Exhibit A



T and S FL Partners, Inc.

Future Land Use (Proposed)

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-10
Ordinance Subject	Future Land Use Map Amendment A-2026-0005
Legal Advertising Date	April 27, 2026
First Reading On	5/7/2026
Second Reading On	5/21/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 2.8 ACRES OF REAL PROPERTY AT LAKE COUNTY PROPERTY APPRAISER'S ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED IN UNINCORPORATED LAKE COUNTY, FLORIDA, ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

ORDINANCE NUMBER 2026-11

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN CORRIDOR (SC) DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 2.8 ACRES OF REAL PROPERTY PROPOSED FOR ANNEXATION INTO THE CITY OF EUSTIS AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Suburban Corridor (SC) to approximately 2.8 acres of real property proposed for annexation into the City of Eustis as further described below; and

WHEREAS, the City Commission has the authority to assign zoning and design district classifications pursuant to its Land Development Regulations and Chapter 166, Florida Statutes; and

WHEREAS, on May 7, 2026, the City Commission held the first duly noticed public hearing to consider the Design District Amendment contained herein; and

WHEREAS, on May 21, 2026, the City Commission held the second duly noticed public hearing and adopted the Design District Amendment contained herein; and

WHEREAS, the effectiveness of this Design District designation is contingent upon the annexation of the subject property pursuant to Ordinance Number 2026-09.

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real property described below and shown on Exhibit A shall be designated as Suburban Corridor (SC):

Parcel Alternate Key: 3959037

Parcel Identification Numbers: 06-19-27-0200-000-00501

Legal Description:

A portion of Lot 5, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the

Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01'32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Containing 121,902.10 Square Feet or 2.80 Acres, more or less.

(The foregoing legal description was copied from the Applicant's submitted survey and has not been verified for accuracy)

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon the annexation of the subject property through approval of Ordinance Number 2026-09.

PASSED, ORDAINED, AND APPROVED this 21st day of May 2026, by the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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; however, I have not performed an independent title examination to verify the accuracy of the legal description.

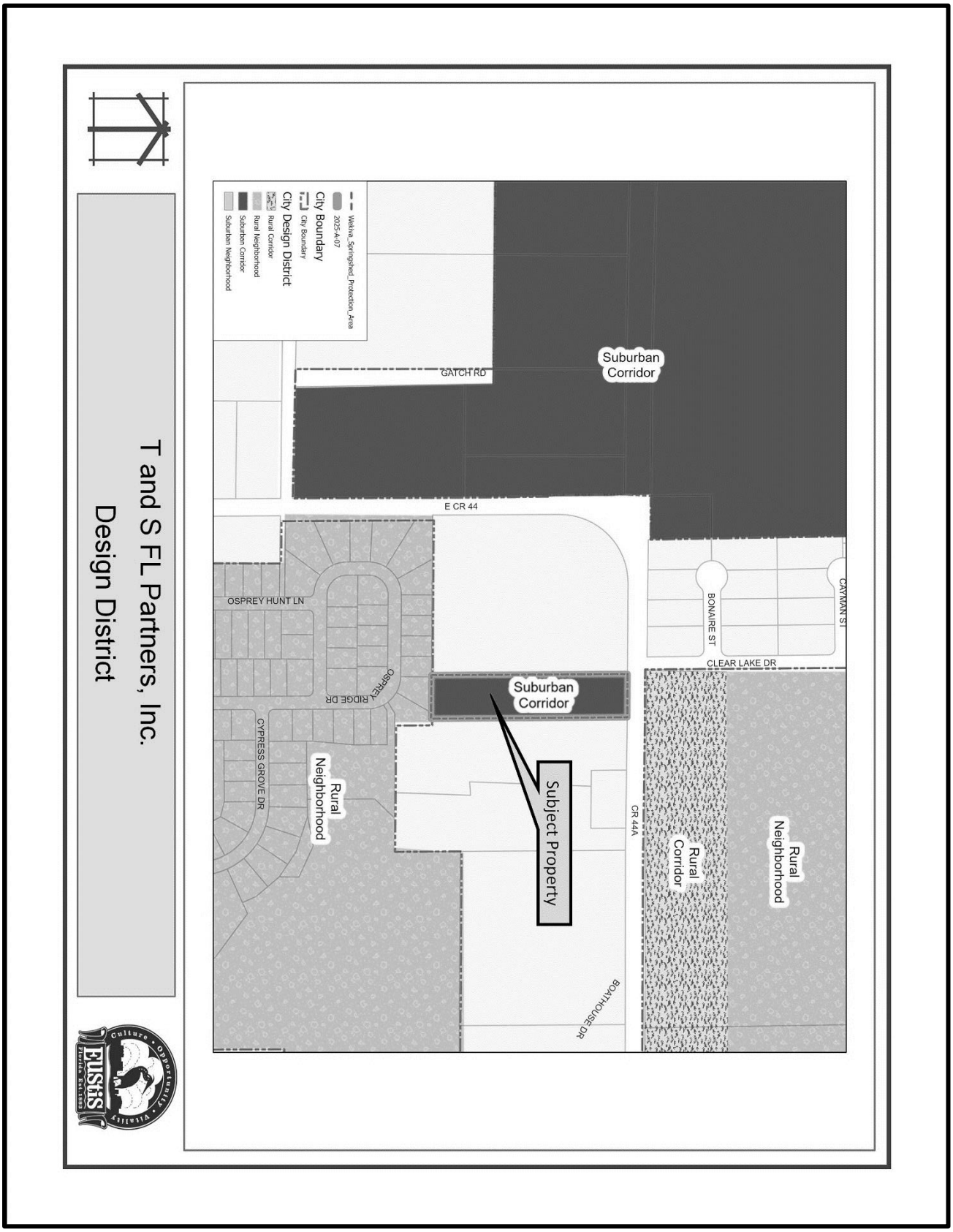
_____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-11 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

Exhibit A


T and S FL Partners, Inc.
Design District
Wekiva_Springshed_Protection_Area
2025-A-07
City Boundary
City Boundary
City Design District
Rural Corridor
Rural Neighborhood
Suburban Corridor
Suburban Neighborhood
Suburban Corridor
GATCH RD
E CR 44
OSPREY HUNT LN
OSPREY RIDGE DR
CYPRESS GROVE DR
Rural Neighborhood
Suburban Corridor
Subject Property
CR 44A
BOATHOUSE DR
BONAIRE ST
CAYMAN ST
CLEAR LAKE DR
Rural Corridor
Rural Neighborhood

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-11
Ordinance Subject	Design District Map Amendment A-2026-0005
Legal Advertising Date	April 27, 2026
First Reading On	5/7/2026
Second Reading On	5/21/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3187, FLORIDA STATUTES; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 2.8 ACRES OF REAL PROPERTY PROPOSED FOR ANNEXATION INTO THE CITY OF EUSTIS AT ALTERNATE KEY NUMBER 3959037, GENERALLY LOCATED ON THE EAST SIDE OF THE INTERSECTION OF COUNTY ROAD 44 AND COUNTY ROAD 44A.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Second Reading Ordinance Number 2026-17: Approval of a Development Agreement with W. D. of America, Inc.

Introduction:

The purpose of this agenda item is to consider Ordinance Number 2026-17, which approves and authorizes execution of a Development Agreement between the City of Eustis and W.D. of America, Inc., as the property owner.

The Agreement is proposed pursuant to the Florida Local Government Development Agreement Act (Sections 163.3220–163.3243, Florida Statutes) and establishes development parameters, permitted uses, and performance obligations for a commercial project located on Parcel ID 06-19-27-0200-000-00500.

The Ordinance authorizes the Mayor and City Manager to execute the Agreement and directs the City to record the Agreement in the Public Records of Lake County, Florida, with the Developer responsible for reimbursement of recording costs, pursuant to Section 163.3239, Florida Statutes.

Pursuant to City Commission direction and per the applicant's verbal stipulation at the first reading, revisions were made to the proposed voluntary Development Agreement, limiting the allowance of drive-throughs; amending prohibited uses to include the disallowance of Gas Stations, Convenience Stores, Retail Sale of Alcohol, and Vehicle-related uses, including Vehicle repair or service facilities, Vehicle sales or leasing, and Vehicle washing/car wash establishments.

Background:

W.D. of America, Inc. owns approximately 10 acres located in unincorporated Lake County at County Road 44A and County Road 44, more specifically described in Exhibit A of the Development Agreement. The property is proposed to be annexed into the City of Eustis with a General Commercial (GC) Future Land Use designation. The Developer has voluntarily elected to enter into a Development Agreement to establish predictable development standards and ensure compatibility with surrounding uses.

The City and the Property owner have negotiated a proposed Development Agreement that establishes development rights, obligations, infrastructure requirements, and voluntary compliance provisions in accordance with the Florida Local Government Development Agreement Act.

The proposed Development Agreement is subject to the requirements of Section 163.3225, Florida Statutes, which requires two (2) public hearings. The first public hearing is conducted with the City Commission sitting as the Local Planning Agency to review and make recommendations. The second public hearing is conducted by the City Commission to consider adoption of the ordinance approving the Development Agreement.

The Development Agreement functions as a voluntary covenant that imposes enhanced design and performance standards while preserving consistency with the Comprehensive Plan.

The Agreement includes:

- A commitment to develop the site consistent with the Preliminary Site Plan (Exhibit B).
- Voluntary design and operational standards that exceed current City requirements and are enforceable as contractual covenants.
- Two duly noticed public hearings are required and are being conducted in accordance with Section 163.3225, Florida Statutes, including a public hearing with the City Commission sitting as the Local Planning Agency and a subsequent public hearing for adoption.
- The Agreement also includes a 30-year term, recording requirements, and provisions ensuring consistency with the City's Comprehensive Plan.
- The Development Agreement does not create vested development rights or authorize development until all applicable conditions precedent, including annexation and the effective date of the agreement, have been satisfied.
- Approval of the Development Agreement promotes predictable and orderly development and serves a valid public purpose by establishing clear development standards for the property.

SUMMARY OF THE DEVELOPMENT AGREEMENT

The Development Agreement establishes permitted uses, development standards, and building intensities consistent with those described in the public notice published pursuant to Section 163.3225, Florida Statutes.

1. Permitted Uses

The Agreement allows a range of commercial uses, including:

- Neighborhood commercial
- Food and beverage store
- Restaurants (with or without drive-throughs), provided that the drive-through does not face north towards County Road 44A or face south towards the Spring Ridge Estates Subdivision
- Retail sales and service
- Professional services and general office
- Common open space
- A passive park

A list of **prohibited uses** is included as Exhibit D (e.g., adult uses, gas stations / convenience stores, vehicle repair and service, retail sales of alcohol, vehicle-related uses (including repair and service, sales and leasing, washing/carwash), outdoor storage, bars/nightclubs, self-storage, tattoo parlors, cannabis dispensaries, retail alcohol sales).

2. Development Standards & Design Requirements

The Agreement establishes detailed architectural and site design standards, including:

- Public entrances oriented to streets
- Massing relief for buildings over 150 feet
- Storefront character with 40–80% ground floor transparency
- At least three architectural features per elevation
- Perimeter buffers
- Conceptual architectural elevations (Exhibit C)

3. Open Space & Parks

The Developer must provide:

- **25% minimum open space**, including usable stormwater areas
- **At least one passive park** with benches, shade trees, and pedestrian pathways

4. Infrastructure Requirements

The Developer is responsible for:

- Water and wastewater extensions
- Stormwater management per SJRWMD and state requirements
- Internal road network (Standard Street, Commercial Drive, Commercial Street)
- Transportation improvements per the TIA
- Pedestrian and bicycle connectivity

5. Administration & Phasing

- Property may continue agricultural use until FECP approval or construction start
- Development may occur in one or multiple phases
- Certificates of Occupancy may be issued for completed phases

6. Term & Recording

- Agreement term: **30 years**, extendable by mutual consent
- City must record the Agreement within **14 days** of execution; Developer reimburses City for recording costs

CONSISTENCY WITH COMPREHENSIVE PLAN

The proposed Development Agreement is consistent with the City of Eustis Comprehensive Plan, including the applicable Future Land Use designation approved for the property, and is compatible with surrounding land uses.

Recommended Action:
Approval of Ordinance Number 2026-17, following the required two public hearings conducted in accordance with Section 163.3225, Florida Statutes, and subject to consistency with the City's Comprehensive Plan and Land Development Regulations.

Policy Implications:

The Agreement is consistent with the **General Commercial (GC)** Future Land Use designation and the City's LDRs. It provides enhanced design standards and ensures long term development certainty while preserving the City's regulatory authority under Section 163.3233, Florida Statutes.

Alternatives:

1. Approve Ordinance 2026-17 and authorize execution of the Development Agreement.
2. Deny the ordinance, which would prevent the Agreement from taking effect.
3. Modify the ordinance or Agreement and continue the item to a future meeting.

Budget/Staff Impact:

There is no direct fiscal impact associated with the adoption of Ordinance Number 2026-17. The Agreement does not authorize development or obligate City funds. Any future fiscal impacts related to infrastructure, utilities, or public services would be addressed through applicable impact fees, utility fees, and concurrency requirements at the time of platting and permitting.

Business Impact Estimate:

This ordinance is exempt from the Business Impact Estimate requirement pursuant to Section 166.041(4)(a), Florida Statutes, as it does not regulate business activity. The ordinance approves a site-specific Development Agreement applicable only to the subject property and does not impose generally applicable regulations on businesses, professions, or occupations.

Recommended Action:

Approval of Ordinance Number 2026-17, following the required two public hearings conducted in accordance with Section 163.3225, Florida Statutes, and subject to consistency with the City's Comprehensive Plan and Land Development Regulations.

Prepared By:

Jeff Richardson, AICP, Interim Director, Development Services

Reviewed By:

Sasha Garcia, City Attorney
Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 2026-17

AN ORDINANCE OF THE CITY OF EUSTIS, FLORIDA, APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF EUSTIS AND W.D. OF AMERICA, INC., PURSUANT TO SECTIONS 163.3220–163.3243, FLORIDA STATUTES; PROVIDING FOR AUTHORIZATION TO EXECUTE; PROVIDING FOR RECORDING; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, W.D. of America, Inc. (“Developer”) owns approximately 10.00 acres of land located in unincorporated Lake County, Florida, as legally described in Exhibit A of the Development Agreement; and

WHEREAS, the Developer has petitioned for annexation of the Property into the corporate limits of the City of Eustis and intends to develop the Property as a commercial project consistent with the City’s Comprehensive Plan and Land Development Regulations; and

WHEREAS, the Property is subject to a Future Land Use designation that permits the uses contemplated in the Development Agreement, and the Agreement is consistent with such designation; and

WHEREAS, the Development Agreement does not create vested rights or authorize development until all applicable conditions precedent, including annexation and effective date requirements, have been satisfied; and

WHEREAS, the Development Agreement is intended to operate in conjunction with the City’s Land Development Regulations and shall not be interpreted to supersede such regulations except as expressly provided therein; and

WHEREAS, the Development Agreement is intended to run with the land and bind all successors and assigns as provided therein; and

WHEREAS, the City and Developer desire to establish certain development rights, obligations, and conditions governing development of the Property through a Development Agreement executed pursuant to the Florida Local Government Development Agreement Act, Sections 163.3220–163.3243, Florida Statutes; and

WHEREAS, the Development Agreement provides that it shall not become effective unless and until the Property is annexed into the City and the Agreement is fully executed and recorded in the Public Records of Lake County, Florida; and

WHEREAS, the City Commission finds that approval of the Development Agreement promotes the public health, safety, and welfare and is consistent with the City's Comprehensive Plan and Land Development Regulations; and

WHEREAS, on May 7, 2026, the City Commission, sitting as the Local Planning Agency, conducted a duly noticed public hearing to review and make recommendations regarding the proposed Development Agreement; and

WHEREAS, on May 21, 2026, the City Commission conducted a second duly noticed public hearing and considered adoption of the ordinance approving the Development Agreement; and

WHEREAS, the Development Agreement establishes permitted uses, development standards, and building intensities consistent with those described in the public notice published pursuant to Section 163.3225, Florida Statutes.

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

SECTION 1. APPROVAL OF DEVELOPMENT AGREEMENT.

The Development Agreement between the City of Eustis and W.D. of America, Inc., attached hereto as Exhibit 1 and incorporated herein by reference, is hereby approved. The Agreement establishes development rights, obligations, and standards applicable to the Property for a term of thirty (30) years from the Effective Date.

SECTION 2. AUTHORIZATION TO EXECUTE.

The Mayor, Interim City Manager, and City Clerk are authorized to execute the Development Agreement on behalf of the City and to take all administrative actions necessary to implement its terms.

SECTION 3. RECORDING.

Pursuant to Section 163.3239, Florida Statutes, the City shall record the fully executed Development Agreement in the Public Records of Lake County, Florida, within fourteen (14) days of execution. Developer shall reimburse the City for all recording costs incurred.

SECTION 4. ENFORCEMENT.

The Development Agreement shall be enforceable by the City in accordance with its terms and applicable law, including Sections 163.3220–163.3243, Florida Statutes.

SECTION 5. CONFLICTS.

In the event of a conflict between this Ordinance and any prior ordinance or resolution of the City, this Ordinance shall control.

SECTION 6. SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this Ordinance is held invalid, the remainder shall continue in full force and effect.

SECTION 7. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon adoption; however, the Development Agreement shall become effective only upon annexation of the Property and recording of the Agreement as required therein.

ORDAINED, PASSED AND ADOPTED this 21st day of May 2026, by the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission 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; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-17 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-17
Ordinance Subject	Development Agreement for W.D. of America, Inc.
Legal Advertising Date	April 27, 2026
First Reading On	5/7/2026
Second Reading On	5/21/2026

Ordinance Title

AN ORDINANCE OF THE CITY OF EUSTIS, FLORIDA, APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF EUSTIS AND W.D. OF AMERICA, INC., PURSUANT TO SECTIONS 163.3220–163.3243, FLORIDA STATUTES; PROVIDING FOR AUTHORIZATION TO EXECUTE; PROVIDING FOR RECORDING; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243.

DEVELOPMENT AGREEMENT

This DEVELOPMENT AGREEMENT ("Agreement"), dated as of the _____ day of _____, 2026, is entered into between the City of Eustis, a Florida Municipal Corporation ("City"), having an address at 10 N. Grove Street, Eustis, FL 32726, and W.D. of America, Inc., a Florida Corporation ("Developer"), having an address at 18526 County Road 44A, Eustis, FL 32736.

The Effective Date of this Agreement shall be the date on which (i) the City's annexation ordinance for the Property becomes effective under Florida law, and (ii) this Agreement is fully executed and recorded in the Public Records of Lake County, Florida. This Agreement shall be null and void and of no force or effect unless and until the Property is annexed into the corporate limits of the City. No development rights, approvals, or expectations shall vest prior to the Effective Date. For purposes of this Agreement, "Developer" shall include W.D. of America, Inc., the owners of the Property (defined below) and/or their successors, assigns, or any buyers of the Property.

RECITALS

WHEREAS, Developer owns and holds title to certain real property located in unincorporated Lake County, Florida, consisting of approximately 10.00 acres, as more particularly described in Exhibit A attached hereto (the "**Property**"), which Property is proposed for annexation into the corporate limits of the City of Eustis; and

WHEREAS, Developer desires to develop the Property as a commercial development (the "**Project**") in accordance with the City's Comprehensive Plan, City's Land Development Regulations ("**LDRs**"), and the terms of this Agreement; and

WHEREAS, the City and Developer desire to establish certain development rights, obligations, and conditions with respect to the development of the Property, including, but not limited to, development standards and other requirements; and

WHEREAS, the City finds this Agreement is entered into pursuant to the authority of the Florida Local Government Development Agreement Act, §§163.3220–163.3243, Florida Statutes, and the City's Home Rule powers under Article VIII, Section 2(b) of the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Parties intend that this Agreement constitute a binding contract running with the land and a development agreement consistent with Section 163.3239, Florida Statutes; and

WHEREAS, the City finds that this Agreement and the development contemplated herein will promote the public health, safety, and welfare of the City; and

NOW, THEREFORE, in consideration of the foregoing Recitals, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

ARTICLE I
RECITALS; PURPOSE AND INTENT; AUTHORITY; DEFINITIONS

Section 1.1 Recitals. The above recitals are true and correct, are hereby incorporated herein by reference, and form a material part of this Agreement.

Section 1.2 Purpose and Intent. This Agreement is intended to constitute a Development Agreement within the meaning of Sections 163.3220–163.3243, Florida Statutes, establishing certain rights, obligations, and development parameters applicable to the Property following its annexation into the City.

Development under this Agreement shall be consistent with the City of Eustis Comprehensive Plan and Land Development Regulations, as applicable upon the Effective Date. Nothing herein shall be construed as a comprehensive plan amendment or land use designation.

Nothing in this Agreement shall obligate the City to approve any permit, development order, or application that does not comply with applicable law.

This Agreement shall be considered and, if approved, adopted in accordance with the procedures set forth in Section 163.3225, Florida Statutes.

This Agreement is intended to satisfy the requirements of Section 163.3227, Florida Statutes. The permitted uses, development intensity, and applicable standards governing the Property are set forth in this Agreement and the City's Land Development Regulations. Public facilities required to serve the development shall be provided by the Developer or available from the City in accordance with applicable law. Development of the Property shall require the issuance of applicable development orders and permits in accordance with the City's Land Development Regulations. The City finds this Agreement consistent with the Comprehensive Plan upon the Effective Date.

Section 1.3 Authority. This Agreement is entered into under the authority of the City's Charter, Code of Ordinances, and LDRs, and under the "Municipal Home Rule Powers Act," Sections 166.011 et seq., Florida Statutes, and the "Florida Local Government Development Agreement Act," Sections 163.3220–163.3243, Florida Statutes.

Section 1.4 Condition Precedent; Effectiveness Upon Annexation. Notwithstanding any other provision of this Agreement, this Development Agreement shall not become effective unless and until the Property is annexed into the corporate limits of the City of Eustis by duly adopted annexation ordinance. The "Effective Date" shall be the date on which (i) the annexation ordinance becomes effective under Florida law, and (ii) this Agreement is fully executed and recorded in the Public Records of Lake County, Florida.

ARTICLE II
DEVELOPMENT APPROVAL AND CONSISTENCY

Upon the Effective Date, and subject to approval of applicable comprehensive plan amendments, the Project is intended to be consistent with the City of Eustis Comprehensive Plan, including the General Commercial (GC) Future Land Use designation.

Developer shall design and construct the Project in substantial conformance with the Eustis Design Standards, the Operational Performance Standards for Industrial Uses, and the development parameters set forth in the City's LDRs and this Agreement. If any exhibit conflicts with the text of this Agreement, the text shall control.

ARTICLE III
DEVELOPMENT STANDARDS

Section 3.1. Preliminary Site Plan. The Property shall be developed generally in accordance with the preliminary site plan attached hereto as Exhibit B (the "**Preliminary Site Plan**"). The Preliminary Site Plan is intended to provide a framework for development and may be refined through the City's site plan, and permitting processes, provided that such refinements are consistent with the objective and measurable standards set forth in this Agreement and the City's Land Development Regulations.

Minor modifications to the Preliminary Site Plan may be approved administratively by the City's Development Services Director, provided such modifications do not:

(a) increase the overall development intensity or density;

(b) reduce required open space or buffers;

(c) materially alter access, circulation, or traffic patterns;

(d) materially increase impacts to public facilities;

(e) change the permitted uses or mix of uses;

(f) materially alter building placement or site layout in a manner that affects compatibility with surrounding properties; or

(g) conflict with the provisions of this Agreement.

Any modification not meeting the foregoing criteria shall require approval in accordance with Section 163.3225, Florida Statutes. All administrative determinations shall be in writing and subject to appeal pursuant to the City's Land Development Regulations.

Section 3.2. Permitted Uses. The following land uses are allowed as permitted principal uses and structures, together with their customary uses and accessory structures:

(i) Neighborhood Commercial; Food and Beverage Store ~~including alcohol~~; Restaurant (with or without drive-throughs), provided that the drive-through does not face north towards County Road 44A or face south towards the Spring Ridge Estates Subdivision; Retail Sales and Service; and Professional Services and General Office Uses;

(ii) Common open space areas; and

(iii) A park: passive and picnic.

Permitted uses are subject to the prohibited use restrictions set forth in Exhibit D.

Section 3.3. Design Standards. All development of the Property shall comply with the design standards set forth below (the "**Design Standards**").

Standard	Requirement
Public Entrance	Buildings that are open to the public shall have an entrance for pedestrians from the street to the building interior. This entrance shall be designed to be a distinctive and prominent element of the architectural design, and shall be open to the public during business hours. Buildings shall incorporate lighting and changes in mass, surface, or finish to give emphasis to the entrances.
Mass & Scale	Buildings that are more than 150' in length/width shall comply with the following. No more than 60' of horizontal distance of wall shall be provided without architectural relief a minimum of 30' wide & 3' deep for building walls and frontage walls facing the street.
Building Facade	Buildings shall provide a foundation or base, typically from ground to bottom of the lower window sills, with changes in volume or material. A clear visual division shall be maintained between the ground level floor and upper floors with either a cornice line or awning from 12' to 16' above base flood elevation or grade, whichever applies to the proposed development.
Building Features	Buildings shall utilize at least three (3) of the following design features to provide visual relief along all elevations of the building:

	(1) Divisions or breaks in materials (materials should be drawn from a common palette). (2) Window bays. (3) Separate entrances and entry treatments, porticoes extending at least 5'. (4) Variation in roof lines. (5) Awnings installed in increments of 15' or less. (6) Dormers. (7) Canopies, extending at least 5'. (8) Overhang extending at least 5'. (9) Recessed entries (at least 3' from the primary façade). (10) Protruding entries (at least 3 from the primary façade). (11) Covered porch entries.
Storefront Character	Commercial buildings shall express a "storefront character". This guideline is met by providing all of the following architectural features along the building frontage as applicable. (1) Corner building entrances on corner lots. (2) Regularly spaced and similar-shaped windows with window hoods or trim (all building stories). (3) *Large display windows*. All street-facing, park-facing and plaza-facing structures shall have windows covering a minimum of 40% and a maximum 80% of the ground floor of each storefront's linear frontage. Blank walls shall not occupy over 50% of a street-facing frontage and shall not exceed 30 linear feet without being interrupted by a window or entry. Mirrored glass, obscured glass and glass block cannot be used in meeting this requirement.
Additional Features	Entrances on corner areas; Uniformly spaced and similarly shaped windows with hoods or trims, on all stories; and Large Display Windows on the ground floor: All street-facing, park facing and plaza facing structures must include windows covering 40 – 80% of the ground floored liner frontage.
Orientation	The primary building entrances shall be visible and directly accessible from a street. Building massing such as tower elements shall be used to call-out the location of building entries.

All design standards set forth herein shall be applied and interpreted in a manner consistent with the City's Land Development Regulations and applicable objective and measurable criteria to the maximum extent practicable.

Section 3.4. Development Guidelines. All commercial buildings within the development shall be generally consistent with the architectural styles shown in the attached architectural elevations, attached hereto as Exhibit C (the **"Conceptual Architectural Elevations"**). The Conceptual Architectural Elevations shall include, at a minimum, the following standards:

(i) Place Making: The Project shall integrate design elements that promote a sense of community, encourage social interaction, and contribute to the City's unique character.

(ii) Organic Outdoor Spaces: The Developer will include organic outdoor spaces that foster connection to nature, encourage public gathering, and reflect the City's commitment to sustainable place-making.

(iii) Store Front Character: The Developer shall ensure storefront character that emphasizes transparency, pedestrian orientation, and architectural detail consistent with the City's design standards.

(iv) Landscaped Internal Parking Lots: The internal parking lots will be enhanced with landscaping that provides shade, aesthetic character, and a welcoming environment for both vehicles and pedestrians, as depicted on the Preliminary Site Plan.

(v) Perimeter Buffers: A minimum perimeter buffer of 15 ft shall be provided; provided, however, where the property shares the eastern property line with industrial uses, the perimeter buffer shall be 20 ft. A perimeter fence and/or wall (e.g., precast) is permitted and may be placed along the overall Property perimeter. All perimeter buffers and fencing shall be maintained by the Developer or its successor-in-interest, in accordance with City enforcement provisions.

Section 3.5. Open Space. Developer shall provide open space within the development equal to not less than twenty-five percent (25%) of the gross area of the Property, as generally shown on the Preliminary Site Plan. Open space may include landscaped areas, buffers, stormwater management facilities, and other green spaces. Any stormwater or retention pond areas counted toward the open space requirement shall be designed and constructed as accessible and usable amenities for the development, such as natural landscaping, pedestrian pathways, benches, or other recreational improvements to promote usability and integration with the development.

Section 3.6. Parks and Recreation. Developer shall design and construct at least one (1) park or recreational area within the development, as generally shown on the Preliminary Site Plan. Such park shall be located to maximize accessibility and shall include, at a minimum, passive recreational amenities such as benches, shade trees, and pedestrian pathways/trails for visitors.

Section 3.7. Roads and Streets. Developer shall design and construct all internal development roads to provide safe and adequate vehicular ingress and egress, consistent with the City's standards and the City's LDR`s. The permitted street classifications within the development shall be 'Standard Street', 'Commercial Drive' and 'Commercial Street', as defined and regulated by the City's LDRs.

Section 3.8. Access and Transportation Improvements. The Preliminary Site Plan identifies the anticipated access connection locations; however, the final locations may be adjusted based on final engineering design and permitting considerations. Any modification to the access locations serving the development shall not be deemed a major amendment. Transportation system improvements will be provided as required by permitting agencies and as needed according to the Transportation Impact Analysis (TIA) for the Project.

Section 3.9. Pedestrian Walkways, Bike Trails, and Connectivity. Developer shall design and construct pedestrian walkways, sidewalks, crosswalks, and bike trails to promote safe, efficient, and multi-modal interconnectivity within the development, consistent with City standards and the City's LDRs.

Section 3.10. Parking. Parking shall be permitted in the following zones:

(i) Zone 1: the lot area between the principal building and the front property line abutting the right-of-way;
(ii) Zone 3: the lot area between the principal building and any rear property line; and
(iii) Zone 4: the lot area between the principal building and the side property line abutting the right-of-way of a side street.

Section 3.11. Landscaping. Landscaping within the Property shall comply with the City's LDRs. In addition, street trees shall be installed along both sides of all internal streets at regular intervals not to exceed fifty (50) feet on center, unless otherwise approved by the City's Development Services Director. Tree species shall be selected from the City's approved tree list and shall be of a minimum 2-inch caliper at time of planting.

Section 3.12. Lighting. Developer and/or its designated utility provider shall provide street lighting and other necessary lighting within the development consistent with City LDR standards, designed to promote safety and minimize light spillover onto adjoining properties.

Section 3.13. Signage. Signage within the development shall be permitted (under a separate process through the Building Department) and installed in accordance with the City's LDRs.

Section 3.14. Development under this Agreement shall remain consistent with the City of Eustis Comprehensive Plan. Nothing herein constitutes or effects a land use or comprehensive plan amendment. All development shall comply with applicable provisions of the City's Land Development Regulations, except as expressly modified by this Agreement in accordance with Section 163.3233, Florida Statutes.

ARTICLE IV
INFRASTRUCTURE AND PUBLIC FACILITIES

Section 4.1. Water and Wastewater. Developer shall be responsible for the construction and extension of water and wastewater infrastructure necessary to serve the Property, at Developer's sole cost and expense, subject to City review and approval.

Provision of water and wastewater service is subject to the availability of legally sufficient capacity, payment of all applicable connection fees and charges, and compliance with all applicable City ordinances and regulations.

Nothing in this Agreement shall be construed as a reservation or guarantee of utility capacity or service availability. The City shall have no obligation to extend utility services beyond that required by applicable law or existing adopted utility service policies. Nothing herein shall be construed to create any obligation on the part of the City to serve the Property except in accordance with applicable law and available capacity. Nothing herein shall be construed as a determination of available capacity for concurrency purposes.

Section 4.2. Grading. Developer shall grade the Property in a manner consistent with approved construction plans, ensuring compatibility with surrounding properties and minimizing adverse impacts on drainage and natural features.

Section 4.3. Stormwater Management. Developer shall design and construct stormwater management facilities in accordance with applicable SJRWMD, state, and federal requirements.

Section 4.4. Concurrency. Developer shall comply with all concurrency requirements and shall be responsible for proportionate share mitigation consistent with Section 163.3180, Florida Statutes, and the City's adopted concurrency management procedures to mitigate the direct impacts of the Project, as applicable, in accordance with the City's LDRs. Prior to the issuance of building permits, Developer shall demonstrate to the City's satisfaction that adequate public facilities, including transportation, potable water, wastewater, solid waste, stormwater, and parks/recreation, are available concurrent with the impacts of the development, or that such improvements will be provided in accordance with applicable law. Nothing in this Agreement shall obligate the City to construct, fund, or finance any public facility or improvement.

Section 4.5. Fire Code; Emergency Access. All site plans, construction, and improvements within the Property must comply with the City's currently adopted Fire Code, as amended from time to time. Adequate fire hydrants, water pressure, and emergency access routes shall be provided in locations approved by the City's Fire Department, at Developer's expense.

Section 4.6. Indemnification. Developer shall indemnify, defend, and hold harmless the City, its elected officials, officers, agents, and employees from any and all claims, damages, losses, liabilities,

or expenses, including attorney's fees and costs, arising out of or resulting from Developer's negligence, willful misconduct, or failure to comply with this Agreement, except to the extent caused by the sole negligence or willful misconduct of the City.

ARTICLE V
DEVELOPMENT ADMINISTRATION

Section 5.1. Post-Annexation. Following annexation, any lawful agricultural use existing on the Property as of the Effective Date may continue as a legal nonconforming use in accordance with the City's Land Development Regulations, until such time as development activity authorized under this Agreement commences. Any such agricultural use shall comply with all applicable federal, state, and local regulations.

All rights and obligations under this Agreement are expressly conditioned upon annexation of the Property. No provision of this Agreement shall apply prior to the Effective Date.

Section 5.2. Phasing. Development of the Property may occur in a single phase or in multiple phases, subject to City approval during the permitting process. If the Developer elects to proceed in multiple phases, the Developer may apply for and obtain Certificates of Occupancy for any units within a phase that has been completed in compliance with the City's Land Development Regulations (LDRs), notwithstanding that other phases remain under review or construction.

ARTICLE VI
MISCELLANEOUS

Section 6.1. Notices. Unless specifically stated otherwise in this Agreement, all notices, waivers, and demands required or permitted under this Agreement shall be in writing and delivered to all other parties at the addresses below, by one of the following methods: (a) hand delivery, whereby delivery is deemed to have occurred at the time of delivery; (b) a nationally recognized overnight courier company, whereby delivery is deemed to have occurred the business day following deposit with the courier; (c) registered US Mail, signature required and postage-prepaid, whereby delivery is deemed to have occurred on the third business day following deposit with the United States Postal Service; or (d) electronic transmission (facsimile or email) provided that the transmission is completed no later than 5:00 P.M. on a business day and the original also is sent via overnight courier or US Mail, whereby delivery is deemed to have occurred at the end of the business day on which electronic transmission is completed.

To Developer:	Name: W.D. of America, Inc. Attention: Denton Cairnes Address: 18526 County Road 44A, Eustis, FL 32736 Telephone: (352) 314-2123
with a copy to:	Name: Travis Sawchuk Address: 18526 County Road 44A, Eustis, FL 32736 Telephone: (352) 267-1702 Email: floridafutures1@gmail.com
To City:	Name: City of Eustis Attention: Rick Gierok, Interim City Manager

Address: 10 N Grove St #3, Eustis, FL 32726
Telephone: (352) 483-5430
Email: gierokr@eustis.org

with a copy to:

Name: Bowen Schroth
Attention: Sasha Garcia, Esq.,
City Attorney
Address: 600 Jennings Ave, Eustis, FL 32726
Telephone: (352) 589-1414
Email: sgarcia@bowenschroth.com

Any party may change its address for purposes of this Section by giving written notice as provided in this Section. All notices and demands delivered by a party's attorney on a party's behalf shall be deemed to have been delivered by said party. Notices shall be valid only if served in the manner provided in this Section.

Section 6.2. Governing Law and Venue. This Agreement shall be governed and construed in accordance with the laws of the State of Florida, without giving effect to any choice or conflict of law provision or rule (whether of the State of Florida or any other jurisdiction) that would cause the application of laws of any jurisdiction other than those of the State of Florida. The parties agree venue lies in Lake County, Florida.

Section 6.3. Compliance with Laws and Regulations. Except as otherwise provided herein and in accordance with Section 163.3233, Florida Statutes, the laws, regulations, and policies governing development of the Property shall be those in effect on the Effective Date of this Agreement. No development rights shall vest prior to the Effective Date. In the instance of conflict between the City's LDRs, the City Code, or any prior agreements related to the Property and this Agreement, this Agreement shall control to the extent permitted by Section 163.3233, Florida Statutes. To the extent this Agreement is silent, the development of the Property shall comply with the City's Code, LDRs, and other applicable standards, including the permitted design standards applicable to the Property's applicable Future Land Use designation as approved through the City's comprehensive plan amendment process. No subsequently adopted ordinances, policies, or procedures of the City governing the development of land shall apply to the Property except in accordance with the provisions of Section 163.3233(2), Florida Statutes, or as otherwise expressly provided herein. All development must comply with all applicable regulations of county, state, local, and federal agencies, as well as state and federal laws.

Notwithstanding the foregoing, the City retains the authority to apply subsequently adopted regulations as permitted under Section 163.3233(2), Florida Statutes, including but not limited to regulations addressing public health, safety, and welfare.

Section 6.4. Binding Effect; Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective permitted successors and permitted assigns in title or interest. The provisions of this Agreement, together with all plans approved in connection herewith, shall run with the land and shall be implemented and enforced in accordance with the City's LDRs.

Section 6.5. No Third-Party Beneficiaries. This Agreement is for the sole benefit of the parties hereto and their respective successors and assigns, and nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

Section 6.6. Interpretation and Construction. Any captions or headings used in this Agreement are for convenience only and do not define or limit the scope of this Agreement. The singular of any term, including any defined term, shall include the plural and the plural of any term shall include the singular. The use of any pronoun regarding gender shall include the neutral, masculine, feminine, and plural.

Section 6.7. Severability. If any term or provision of this Agreement is determined to be invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the parties hereto shall negotiate in good faith to modify this Agreement so as to affect the original intent of the parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

Section 6.8. Waiver; Remedies. No waiver by any party of any of the provisions of this Agreement shall be effective unless explicitly set out in writing and signed by the party so waiving. No waiver by any party shall operate or be construed as a waiver in respect of any failure, breach, or default not expressly identified by such written waiver, whether of a similar or different character, and whether occurring before or after that waiver. No failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

Section 6.9. Enforcement; Remedies. A default by either party under this Agreement shall entitle the other party to all remedies available at law or as set forth in Section 163.3243, Florida Statutes. Disputes arising under this Agreement shall first be addressed through the mediation process prescribed by Section 163.3235, Florida Statutes. The Parties acknowledge that this Agreement constitutes a contractual covenant; either Party may seek specific performance or damages in a court of competent jurisdiction. The prevailing party shall recover reasonable attorney's fees and costs, including appellate fees.

Nothing herein shall limit the City's exercise of its police powers to protect the public health, safety, and welfare.

Section 6.10. Default Notice and Cure Period. Notwithstanding the foregoing, no party shall be deemed in default under this Agreement unless it has received written notice from the non-defaulting party specifying the nature of the alleged default and has failed to cure such default within thirty (30) days from receipt of such notice; provided, however, that if such default is not reasonably curable within said thirty (30) days, the defaulting party shall not be in default so long as it commences cure within such period and diligently pursues same to completion. This provision shall not limit the City's right to withhold permits or approvals for noncompliance with the conditions imposed by this Agreement.

Section 6.11. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement.

Section 6.12. Entire Agreement. This Agreement, together with the Preliminary Site Plan, all exhibits and all related schedules, constitutes the sole and entire agreement of the parties to this Agreement regarding the subject matter contained herein and therein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter. In the event of any inconsistency between the statements in the body of this Agreement, the Preliminary Site Plan, and the related exhibits and schedules (other than an exception expressly set out as such in the schedules), the statements in the body of this Agreement shall control.

Section 6.13. Exhibits. All exhibits attached hereto are hereby incorporated in and made a part of this Agreement as if set forth in full herein.

Section 6.14. Amendments. This Agreement may only be amended, modified, or supplemented by an agreement in writing signed by each party hereto, except as otherwise provided for in Section 3.1.

Section 6.15. Term of Agreement. The term of this Agreement shall terminate thirty (30) years after the Effective Date; provided, however, that the term of this Agreement may be extended by mutual consent of the City and the Owner, subject to a public hearing in accordance with the requirements of Section 163.3225, Florida Statutes.

Section 6.16. Recording. Pursuant to Section 163.3239, Florida Statutes, the City shall record this Agreement in the Official Records of Lake County, Florida, within fourteen (14) days following full execution. Developer shall reimburse the City for all recording costs.

The recorded agreement shall include the legal description in Exhibit A and shall be identified on the recorded cover page as a Development Agreement pursuant to Sections 163.3220–163.3243, Florida Statutes, for indexing purposes.

Section 6.17. No Permit Approval; No Vested Rights. Nothing in this Agreement shall be construed to:

(a) require the City to approve any development order, permit, or application;
(b) limit the City's authority to apply applicable laws and regulations; or
(c) create any vested right except as expressly provided in accordance with Section 163.3233, Florida Statutes.

Developer acknowledges that this Agreement does not constitute a guarantee of development approval or a governmental taking, and that all development remains subject to applicable law and that no provision of this Agreement shall be interpreted to limit the City's legislative or quasi-judicial authority. Any vested rights shall arise only in accordance with Section 163.3233, Florida Statutes, and only upon the issuance of a development order consistent with this Agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date set forth above.

Executed pursuant to Sections 163.3220–163.3243, Florida Statutes

Witness #1:

By: _____
Print Name: Deanna L. Mikeska
Address: 10 N. Grove Street
Eustis, FL 32727

DEVELOPER:

By: W. D. of America, Inc., a Florida Corporation

By: _____
Name: Denton Cairnes
Title: President

Witness #2:

By: _____
Print Name: Anna Rottermond
Address: 10 N Grove Street
Eustis FL 32727

STATE OF Florida
COUNTY OF Lake

The foregoing instrument was acknowledged before me by means of [X] physical presence or [ ] online notarization this 13th day of May, 2024, by Denton Cairnes, as President of W. D. of America, Inc., a Florida Corporation, on behalf of the company, who is [X] personally known to me or [ ] has produced _____ as identification.

(SEAL)

ANNA ROTTERMOND
Commission # HH 226095
Expires June 5, 2026

_____
Notary Public, State of _____
Print Name: _____
My Commission Expires: _____

Executed pursuant to Sections 163.3220–163.3243, Florida Statutes

Witness #1:

By: _____
Print Name: _____
Address: _____
_____

Witness #2:

By: _____
Print Name: _____
Address: _____
_____

CITY:

City of Eustis, a Florida Municipal Corporation

By: _____
Name: _____
Title: _____

Attest:

_____
Christine Halloran, City Clerk

Approved as to form:

_____
Sasha Garcia, City Attorney

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [ ] online notarization this _____ day of _____, 20_____, by _____, as _____ of the City of Eustis, a Florida Municipal Corporation, on behalf of the corporation, who is [ ] personally known to me or [ ] has produced _____ as identification.

(SEAL)

_____
Notary Public, State of _____
Print Name: _____
My Commission Expires: _____

EXHIBIT A
PROPERTY DESCRIPTION

A PARCEL OF LAND LYING IN SECTION 6, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PARCEL 1:

A portion of Lots 5, 6, and 7, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

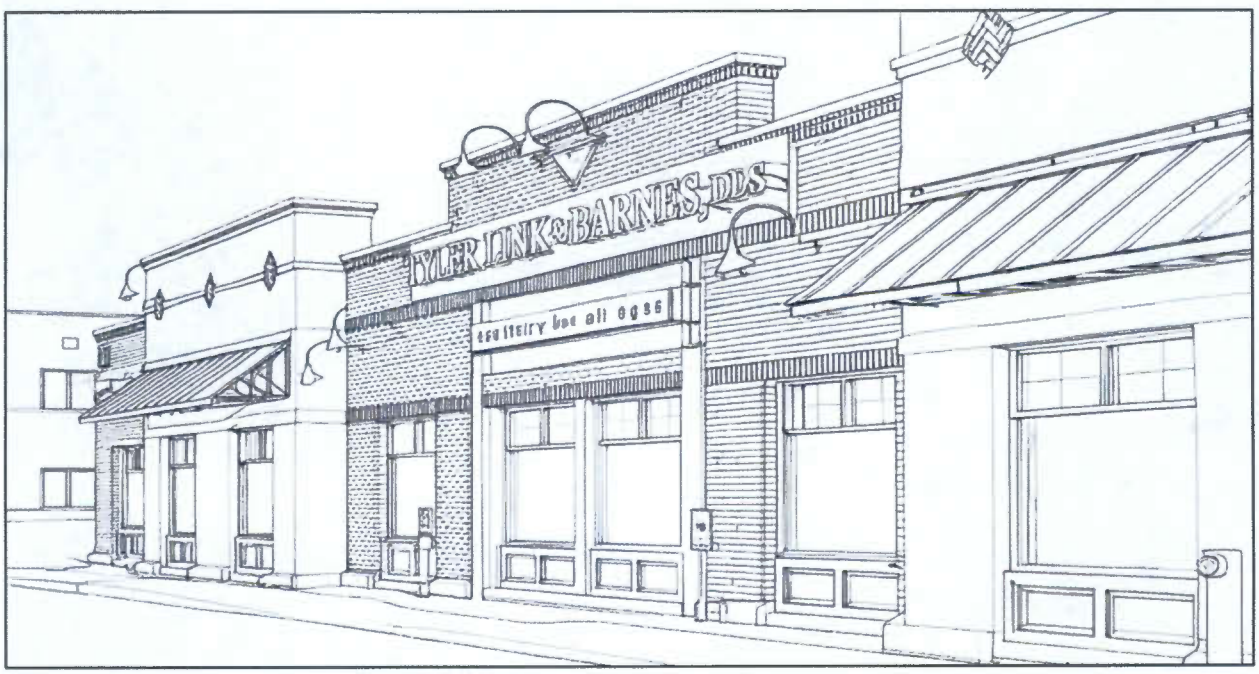
Beginning at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Pages 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to a point lying 163.90 feet Westerly of the Westerly line of the lands described in Official Records Book 5581 Page 918, of the Public Records of Lake County, Florida; thence with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.66 feet, to the Northerly line of said Spring Ridge Estates; thence with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 607.20 feet, to the Point of Beginning.

Parcel Identification Number: 061927-0200-000-00500

EXHIBIT B
CONCEPTUAL DEVELOPMENT PLAN

(See attached)

EXHIBIT C
CONCEPTUAL ARCHITECTURAL ELEVATIONS



Exterior Elevations

Exterior Elevations

EXHIBIT D
PROHIBITED USES

The following uses are expressly prohibited on the Property. These restrictions are intended to ensure compatibility with surrounding development, maintain the desired commercial character of the Project, and promote the public health, safety, and welfare of the City. These prohibitions shall run with the land and shall be enforceable as covenants pursuant to Section 163.3239, Florida Statutes.

1. Prohibited Principal Uses. The following uses shall not be permitted as principal uses or structures within the Property:

1. **Adult entertainment establishments**, including but not limited to adult bookstores, adult theaters, adult arcades, and similar uses.
2. **Gas Station/Convenience Store**
3. **No Retail Sale of Alcohol**
4. **Vehicle-related uses**, including:
    - Vehicle repair or service facilities
    - Vehicle sales or leasing
    - Vehicle washing/car wash establishments (automatic or manual)
5. **Outdoor storage**, including the outdoor storage of materials, equipment, merchandise, or vehicles, except as may be expressly approved as part of a permitted use.
6. **Heavy industrial uses**, including fabrication, processing, assembly, or similar high-intensity industrial operations.
7. **Bars, or nightclubs**
8. **Self-storage or mini-warehouse facilities**, including climate-controlled or non-climate-controlled storage.
9. **Tattoo parlors or body-piercing establishments**.
10. **Cannabis dispensaries**, unless expressly authorized by the City Commission through a separate legislative action.
11. **Short-term rentals**, including transient lodging, vacation rentals, or similar uses not classified as hotels or motels.
12. **Any use not expressly listed as a permitted use** in Section 3.2 of this Agreement or otherwise approved through a subsequent amendment consistent with Section 163.3225, Florida Statutes.

2. Prohibited Accessory Uses: The following accessory uses are prohibited:

1. Outdoor loudspeaker systems or amplified music intended to project beyond the building envelope, except for temporary events approved by the City.
2. Outdoor display areas not integrated into the approved site plan.
3. Outdoor overnight parking of commercial vehicles exceeding 10,000 lbs. GVWR, except for delivery vehicles actively servicing the site.

3. Interpretation. If a proposed use is not clearly identified as permitted or prohibited, the City's Development Services Director shall determine whether the use is:

- consistent with the intent of the permitted uses, or
- similar in nature to a prohibited use.

Any determination shall be based on objective criteria in the City's Land Development Regulations and shall be subject to appeal pursuant to the City's LDRs. In the event of any conflict between this

Exhibit and the body of this Agreement, the body of this Agreement shall control. All determinations shall be consistent with the City's Comprehensive Plan and Land Development Regulations and shall be interpreted in a manner that avoids conflicts with applicable land use and land development regulations.

EXHIBIT E

Proof of Publication and Public Hearing Notice (163.3225)

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: Second Reading of Ordinance Number 2026-18: Approval of a Development Agreement with T & S FL Partners, Inc.

Introduction:

The purpose of this agenda item is to consider Ordinance Number 2026-18, which approves and authorizes execution of a Development Agreement between the City of Eustis and T & S FL Partners, Inc., as property owner.

The Agreement is proposed pursuant to the Florida Local Government Development Agreement Act (Sections 163.3220–163.3243, Florida Statutes) and establishes development parameters, permitted uses and performance obligations for a commercial/industrial project located on Parcel ID 06-19-27-0200-000-00501.

The Ordinance authorizes the Mayor and City Manager to execute the Agreement and directs the City to record the Agreement in the Public Records of Lake County, Florida, with the Developer responsible for reimbursement of recording costs, pursuant to Section 163.3239, Florida Statutes.

Pursuant to City Commission direction and per the applicant's verbal stipulation at the first reading, revisions were made to the proposed development agreement to prohibit vehicular service and repair, and car washes. The prohibited uses were also amended to include outdoor shooting ranges.

Background:

T & S FL Partners owns approximately 2.8 acres located in unincorporated Lake County, Florida at County Road 44A and County Road 44, as more specifically described in Exhibit A of the Development Agreement. The property is proposed to be annexed into the City of Eustis with a Mixed Commercial-Industrial (MCI) Future Land Use designation. The Developer has voluntarily elected to enter into a Development Agreement to establish predictable development standards and ensure compatibility with surrounding uses.

The City and the Property owner have negotiated a proposed Development Agreement that establishes development rights, obligations, infrastructure requirements, and voluntary compliance provisions in accordance with the Florida Local Government Development Agreement Act.

The proposed Development Agreement is subject to the requirements of Section 163.3225, Florida Statutes, which requires two (2) public hearings. The first public hearing is conducted with the City Commission sitting as the Local Planning Agency to review and make

recommendations. The second public hearing is conducted by the City Commission to consider adoption of the ordinance approving the Development Agreement.

The Development Agreement is a voluntary covenant that imposes enhanced design and performance standards while remaining consistent with the Comprehensive Plan.
The Agreement includes:

A commitment to develop the site consistent with the Preliminary Site Plan (Exhibit B).

Voluntary design and operational standards that exceed current City requirements and are enforceable as contractual covenants.

Two duly noticed public hearings are required and are being conducted in accordance with Section 163.3225, Florida Statutes, including a public hearing with the City Commission sitting as the Local Planning Agency and a subsequent public hearing for adoption.

The Agreement also includes a 30-year term, recording requirements, and provisions ensuring consistency with the City's Comprehensive Plan.

The Development Agreement does not create vested development rights or authorize development until all applicable conditions precedent, including annexation and the effective date of the agreement, have been satisfied.

Approval of the Development Agreement promotes predictable and orderly development and serves a valid public purpose by establishing clear development standards for the property.

SUMMARY OF DEVELOPMENT AGREEMENT
The Development Agreement establishes permitted uses, development standards, and building intensities consistent with those described in the public notice published pursuant to Section 163.3225, Florida Statutes.

Permitted Uses
- Professional services and general office
- Research lab without manufacturing
- Small artisanal manufacturing or assembly
- Light assembly operations
- Accessory warehousing
- Employee count limited to 2–3 per business due to limited parking

Prohibited Uses
Includes, but is not limited to:
- Restaurants,
- Retail stores,
- Convenience stores,
- Drive-thru facilities,
- Pharmacies,
- Indoor and outdoor shooting ranges,
- All vehicle repair, service, sales, leasing, and washing,
- All schools, and
- Wireless communication towers.

Design & Development Standards
- Architectural consistency with conceptual elevations (Exhibit C)
- Minimum 25% open space
- Perimeter buffers
- Street trees every 50 ft
- Parking allowed in Zones 1, 3, and 4
- Compliance with City LDRs and applicable state/federal regulations

Infrastructure Requirements
- Developer-funded water and wastewater extensions
- Stormwater facilities meeting SJRWMD and state requirements
- Concurrency compliance and proportionate share mitigation
- Fire Code compliance, hydrants, and emergency access

Administrative Provisions
- Agricultural use may continue until FECP approval or construction
- Phasing permitted
- 30-year term with option for extension
- Recording required within 14 days of execution

CONSISTENCY WITH COMPREHENSIVE PLAN
The proposed Development Agreement is consistent with the City of Eustis Comprehensive Plan, including the applicable Future Land Use designation approved for the property, and is compatible with surrounding land uses.

Recommended Action:
Approval of Ordinance Number 2026-18, following the required two public hearings conducted in accordance with Section 163.3225, Florida Statutes, and subject to consistency with the City's Comprehensive Plan and Land Development Regulations.

Policy Implications:
None

Alternatives:
1. Approve Ordinance Number 2026-18.
2. Approve with modifications to the Development Agreement.
3. Deny the ordinance and provide direction to staff.

Budget/Staff Impact:
There is no direct fiscal impact associated with the adoption of Ordinance Number 2026-18. The Agreement does not authorize development or obligate City funds. Any future fiscal impacts related to infrastructure, utilities, or public services would be addressed through applicable impact fees, utility fees, and concurrency requirements at the time of platting and permitting.

Business Impact Estimate:
This Ordinance is exempt from the Business Impact Estimate requirement pursuant to Section 166.041(4)(a), Florida Statutes, as it does not regulate business activity. The ordinance approves a site-specific Development Agreement applicable only to the subject property and does not impose generally applicable regulations on businesses, professions, or occupations.

Prepared By:

Jeff Richardson, AICP, Interim Director, Development Services

Reviewed By:
Sasha Garcia, City Attorney
Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 2026-18

AN ORDINANCE OF THE CITY OF EUSTIS, FLORIDA, APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF EUSTIS AND T & S FL PARTNERS, INC., PURSUANT TO SECTIONS 163.3220–163.3243, FLORIDA STATUTES; PROVIDING FOR AUTHORIZATION TO EXECUTE; PROVIDING FOR RECORDING; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, T & S FL Partners, Inc. (“Developer”) owns approximately 2.8 acres of land located in unincorporated Lake County, Florida, as legally described in Exhibit A of the Development Agreement; and

WHEREAS, the Developer has petitioned for annexation of the Property into the corporate limits of the City of Eustis and intends to develop the Property as a mixed commercial–industrial project consistent with the City’s Comprehensive Plan and Land Development Regulations; and

WHEREAS, the Property is subject to a Future Land Use designation that permits the uses contemplated in the Development Agreement, and the Agreement is consistent with such designation; and

WHEREAS, the Development Agreement does not create vested rights or authorize development until all applicable conditions precedent, including annexation and effective date requirements, have been satisfied; and

WHEREAS, the Development Agreement is intended to operate in conjunction with the City’s Land Development Regulations and shall not be interpreted to supersede such regulations except as expressly provided therein; and

WHEREAS, the Development Agreement is intended to run with the land and bind all successors and assigns as provided therein; and

WHEREAS, the City and Developer desire to establish development rights, obligations, and conditions governing the development of the Property through a Development Agreement executed pursuant to the Florida Local Government Development Agreement Act, Sections 163.3220–163.3243, Florida Statutes; and

WHEREAS, the Development Agreement provides that it shall not become effective unless and until the Property is annexed into the City and the Agreement is fully executed and recorded in the Public Records of Lake County, Florida; and

WHEREAS, the City Commission finds that approval of the Development Agreement promotes the public health, safety, and welfare and is consistent with the City's Comprehensive Plan and Land Development Regulations; and

WHEREAS, on May 7, 2026, the City Commission, sitting as the Local Planning Agency, conducted a duly noticed public hearing to review and make recommendations regarding the proposed Development Agreement; and

WHEREAS, on May 21, 2026, the City Commission conducted a second duly noticed public hearing and considered adoption of the ordinance approving the Development Agreement; and

WHEREAS, the Development Agreement establishes permitted uses, development standards, and building intensities consistent with those described in the public notice published pursuant to Section 163.3225, Florida Statutes.

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

SECTION 1. APPROVAL OF DEVELOPMENT AGREEMENT.

The Development Agreement between the City of Eustis and T & S FL Partners, Inc., attached hereto as Exhibit 1 and incorporated herein by reference, is hereby approved. The Agreement establishes development rights, obligations, and standards applicable to the Property for a term of thirty (30) years from the Effective Date.

SECTION 2. AUTHORIZATION TO EXECUTE.

The Mayor, Interim City Manager, and City Clerk are authorized to execute the Development Agreement on behalf of the City and to take all administrative actions necessary to implement its terms.

SECTION 3. RECORDING.

Pursuant to Section 163.3239, Florida Statutes, the City shall record the fully executed Development Agreement in the Public Records of Lake County, Florida, within fourteen (14) days of execution. Developer shall reimburse the City for all recording costs.

SECTION 4. ENFORCEMENT.

The Development Agreement shall be enforceable by the City in accordance with its terms and applicable law, including Sections 163.3220–163.3243, Florida Statutes.

SECTION 5. CONFLICTS.

In the event of a conflict between this Ordinance and any prior ordinance or resolution of the City, this Ordinance shall control.

SECTION 6. SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this Ordinance is held invalid, the remainder shall continue in full force and effect.

SECTION 7. EFFECTIVE DATE.

This Ordinance shall take effect immediately upon adoption; however, the Development Agreement shall become effective only upon annexation of the Property and recording of the Agreement as required therein.

ORDAINED, PASSED AND ADOPTED this 21st day of May 2026, by the City Commission of the City of Eustis, Florida.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
Emily A. Lee
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 21st day of May 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

_____
Notary Public - State of Florida
My Commission Expires:
Commission No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-18 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-18
Ordinance Subject	Development Agreement for T & S FL Partners, Inc.
Legal Advertising Date	April 27, 2026
First Reading On	5/7/2026
Second Reading On	5/21/2026

Ordinance Title

AN ORDINANCE OF THE CITY OF EUSTIS, FLORIDA, APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF EUSTIS AND T & S FL PARTNERS, INC., PURSUANT TO SECTIONS 163.3220–163.3243, FLORIDA STATUTES; PROVIDING FOR AUTHORIZATION TO EXECUTE; PROVIDING FOR RECORDING; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243.

DEVELOPMENT AGREEMENT

This DEVELOPMENT AGREEMENT ("Agreement"), dated as of the _____ day of _____, 2026, is entered into between the City of Eustis, a Florida Municipal Corporation ("City"), having an address at 10 N. Grove Street, Eustis, FL 32726, and T & S FL Partners, Inc., a Florida Corporation ("Developer"), having an address at 18526 County Road 44A, Eustis, FL 32736.

The Effective Date of this Agreement shall be the date on which (i) the City's annexation ordinance for the Property becomes effective under Florida law, and (ii) this Agreement is fully executed and recorded in the Public Records of Lake County, Florida. This Agreement shall be null and void and of no force or effect unless and until the Property is annexed into the corporate limits of the City. No development rights, approvals, or expectations shall vest prior to the Effective Date.

For purposes of this Agreement, "Developer" shall include T & S FL Partners, Inc., the owners of the Property (defined below) and/or their successors, assigns, or any buyers of the Property.

ARTICLE I. RECITALS; PURPOSE AND INTENT; AUTHORITY.

Section 1.1 Recitals.

WHEREAS, Developer owns and holds title to certain real property consisting of approximately 2.8 acres, located in unincorporated Lake County, Florida, as more particularly described in Exhibit A attached hereto (the "**Property**"), which Property is proposed for annexation into the corporate limits of the City of Eustis; and

WHEREAS, Developer desires to develop the Property as a mixed commercial industrial development (the "**Project**") in accordance with the City's Comprehensive Plan, City's Land Development Regulations ("**LDRs**"), and the terms of this Agreement; and

WHEREAS, the City and Developer desire to establish certain development rights, obligations, and conditions with respect to the development of the Property, including, but not limited to, development standards and other requirements; and

WHEREAS, the Parties intend that this Agreement constitute a binding contract running with the land and a development agreement consistent with Section 163.3239, Florida Statutes; and

WHEREAS, the City finds that this Agreement and the development contemplated herein will promote the public health, safety, and welfare of the City; and

NOW, THEREFORE, in consideration of the foregoing Recitals, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

Section 1.2 Purpose and Intent. This Agreement is intended to constitute a Development Agreement within the meaning of Sections 163.3220–163.3243, Florida Statutes, establishing certain rights, obligations, and development parameters applicable to the Property following its annexation into the City.

Development under this Agreement shall be consistent with the City of Eustis Comprehensive Plan and Land Development Regulations, as applicable upon the Effective Date. Nothing herein shall be construed as a comprehensive plan amendment or land use designation.

Nothing in this Agreement shall obligate the City to approve any permit, development order, or application that does not comply with applicable law.

This Agreement shall be considered and, if approved, adopted in accordance with the procedures set forth in Section 163.3225, Florida Statutes.

This Agreement is intended to satisfy the requirements of Section 163.3227, Florida Statutes. The permitted uses, development intensity, and applicable standards governing the Property are set forth in this Agreement and the City's Land Development Regulations. Public facilities required to serve the development shall be provided by the Developer or available from the City in accordance with applicable law. Development of the Property shall require the issuance of applicable development orders and permits in accordance with the City's Land Development Regulations. The City finds this Agreement consistent with the Comprehensive Plan upon the Effective Date.

Section 1.3 Authority. This Agreement is entered into under the authority of the City's Charter, Code of Ordinances, and LDRs, and under the "Municipal Home Rule Powers Act," Sections 166.011 et seq., Florida Statutes, and the "Florida Local Government Development Agreement Act," Sections 163.3220–163.3243, Florida Statutes.

Section 1.4 Condition Precedent; Effectiveness Upon Annexation. Notwithstanding any other provision of this Agreement, this Development Agreement shall not become effective unless and until the Property is annexed into the corporate limits of the City of Eustis by duly adopted annexation ordinance. The "Effective Date" shall be the date on which (i) the annexation ordinance becomes effective under Florida law, and (ii) this Agreement is fully executed and recorded in the Public Records of Lake County, Florida.

ARTICLE II. DEVELOPMENT APPROVAL AND CONSISTENCY.

Upon the Effective Date, and subject to approval of applicable comprehensive plan amendments, the Project is intended to be consistent with the City of Eustis Comprehensive Plan, including the Mixed Commercial Industrial (MCI) Future Land Use designation.

Developer shall design and construct the Project in substantial conformance with the Eustis Design Standards, the Operational Performance Standards for Industrial Uses,

and the development parameters set forth in the City's LDRs and this Agreement. If any exhibit conflicts with the text of this Agreement, the text shall control.

ARTICLE III. DEVELOPMENT STANDARDS.

Section 3.1 Preliminary Site Plan. The Property shall be developed generally in accordance with the preliminary site plan attached hereto as **Exhibit B** (the "Preliminary Site Plan"). The Preliminary Site Plan is intended to provide a framework for development and may be refined through the City's site plan and permitting processes, provided that such refinements are consistent with the objective and measurable standards set forth in this Agreement and the City's Land Development Regulations.

Minor modifications to the Preliminary Site Plan may be approved administratively by the City's Development Services Director, provided such modifications do not:

(a) increase the overall development intensity or density;
(b) reduce required open space or buffers;
(c) materially alter access, circulation, or traffic patterns;
(d) materially increase impacts to public facilities;
(e) change the permitted uses or mix of uses;
(f) materially alter building placement or site layout in a manner that affects compatibility with surrounding properties; or
(g) conflict with the provisions of this Agreement.

Any modification not meeting the foregoing criteria shall require approval in accordance with Section 163.3225, Florida Statutes.

Section 3.2. Permitted Uses. The following land uses are allowed as permitted principal uses and structures, together with their customary uses and accessory structures:

(i) Professional Services and General Office; Research Lab without manufacturing; small artisanal manufacturing or assembly; and light assembly operations, each with operational characteristics consistent with low-intensity commercial and light industrial uses, as governed by applicable development standards.

(ii) Warehousing (as an accessory use only).

Section 3.3. Prohibited Uses. The following uses are expressly prohibited on the Property. These prohibitions shall run with the land and are intended to ensure compatibility with surrounding development and maintain the intended low-intensity commercial/industrial character of the Project:

~~1. Car Wash~~

2. All Schools, Colleges, and Universities

3. Convenience Store

4. Drive-Through Facility (any use)
5. Fast Lube / Oil Change
6. Indoor/Outdoor Shooting Range
7. Major Vehicle Repair Service
8. Vehicle-related uses, including:
    a) Vehicle repair or service facilities
    b) Vehicle sales or leasing
    c) Vehicle washing establishments (automatic or manual)
9. Pharmacies
10. Restaurant (any type)
11. Retail Store
12. Sports Complex

Any use not expressly listed as a permitted use shall be prohibited unless approved through an amendment to this Agreement in accordance with Section 163.3225, Florida Statutes. The Development Services Director may issue written determinations regarding whether a proposed use is substantially similar to a permitted use, subject to appeal pursuant to the City's Land Development Regulations.

Section 3.4. Development Guidelines. All commercial buildings shall be generally consistent with the architectural styles shown in the Conceptual Architectural Elevations attached as **Exhibit C**, including:

(a) Organic Outdoor Spaces

(b) Landscaped Internal Parking Lots

(c) Perimeter Buffers (15 ft minimum)

Section 3.5. Open Space. Developer shall provide open space equal to not less than twenty-five percent (25%) of the gross area of the Property.

Section 3.6. Roads and Streets. Internal road(s) shall comply with City standards and permitted street classifications.

Section 3.7. Access and Transportation Improvements. Access locations may be adjusted based on final engineering. Transportation improvements shall be provided as required by permitting agencies and the TIA.

Section 3.8. Parking. Parking shall be permitted in the following zones:

(i) Zone 1: the lot area between the principal building and the front property line abutting the right-of-way; and/or
(ii) Zone 4: the lot area between the principal building and the side property line abutting the right-of-way of a side street.

Section 3.9. Landscaping. Landscaping within the Property shall comply with the City's LDRs. In addition, street trees shall be installed along both sides of all internal streets at regular intervals not to exceed fifty (50) feet on center, unless otherwise approved by the City's Development Services Director. Tree species shall be selected from the City's approved tree list and shall be of a minimum 2-inch caliper at time of planting.

Section 3.10. Lighting. Developer and/or its designated utility provider shall provide street lighting and other necessary lighting within the development consistent with City LDR standards, designed to promote safety and minimize light spillover onto adjoining properties.

Section 3.11. Signage. Signage within the development shall be permitted (under a separate process through the Building Department) and installed in accordance with the City's LDRs.

Section 3.12. Development under this Agreement shall remain consistent with the City of Eustis Comprehensive Plan. Nothing herein constitutes or effects a land use or comprehensive plan amendment. All development shall comply with applicable provisions of the City's Land Development Regulations, except as expressly modified by this Agreement in accordance with Section 163.3233, Florida Statutes.

ARTICLE IV. INFRASTRUCTURE AND PUBLIC FACILITIES.

Section 4.1. Water and Wastewater. Developer shall be responsible for the construction and extension of water and wastewater infrastructure necessary to serve the Property, at Developer's sole cost and expense, subject to City review and approval.

Provision of water and wastewater service is subject to the availability of legally sufficient capacity, payment of all applicable connection fees and charges, and compliance with all applicable City ordinances and regulations.

Nothing in this Agreement shall be construed as a reservation or guarantee of utility capacity or service availability. The City shall have no obligation to extend utility services beyond that required by applicable law or existing adopted utility service policies. Nothing herein shall be construed to create any obligation on the part of the City to serve the Property except in accordance with applicable law and available capacity. Nothing herein shall be construed as a determination of available capacity for concurrency purposes.

Section 4.2. Grading. Developer shall grade the Property in a manner consistent with approved construction plans, ensuring compatibility with surrounding properties and minimizing adverse impacts on drainage and natural features.

Section 4.3. Stormwater Management. Developer shall design and construct stormwater management facilities in accordance with applicable SJRWMD, state, and federal requirements.

Section 4.4. Concurrency. Developer shall comply with all concurrency requirements and shall be responsible for proportionate share mitigation consistent with Section 163.3180, Florida Statutes, and the City's adopted concurrency management procedures to mitigate the direct impacts of the Project, as applicable, in accordance with the City's LDRs. Prior to the issuance of building permits, Developer shall demonstrate to the City's satisfaction that adequate public facilities, including transportation, potable water, wastewater, solid waste, stormwater, and parks/recreation, are available concurrent with the impacts of the development, or that such improvements will be provided in accordance with applicable law. Nothing in this Agreement shall obligate the City to construct, fund, or finance any public facility or improvement. Nothing herein shall be construed to obligate the City to provide public facilities except in accordance with applicable law and adopted level of service standards.

Section 4.5. Fire Code; Emergency Access. All site plans, construction, and improvements within the Project must comply with the City's currently adopted Fire Code, as amended from time to time. Adequate fire hydrants, water pressure, and emergency access routes shall be provided in locations approved by the City's Fire Department, at Developer's expense.

Section 4.6. Indemnification. Developer shall indemnify, defend, and hold harmless the City, its elected officials, officers, agents, and employees from any and all claims, damages, losses, liabilities, or expenses, including attorney's fees and costs, arising out of or resulting from Developer's negligence, willful misconduct, or failure to comply with this Agreement, except to the extent caused by the sole negligence or willful misconduct of the City.

ARTICLE V. DEVELOPMENT ADMINISTRATION.

Section 5.1 Post-Annexation. Following annexation, any lawful agricultural use existing on the Property as of the Effective Date may continue as a legal nonconforming use in accordance with the City's Land Development Regulations, until such time as development activity authorized under this Agreement commences. Any such agricultural use shall comply with all applicable federal, state, and local regulations.

All rights and obligations under this Agreement are expressly conditioned upon annexation of the Property. No provision of this Agreement shall apply prior to the Effective Date.

Section 5.2. Phasing. Development of the Property may occur in a single phase or in multiple phases, subject to City approval during the permitting process. If the Developer elects to proceed in multiple phases, the Developer may apply for and obtain Certificates of Occupancy for any units within a phase that has been completed in compliance with

the City's Land Development Regulations (LDRs), notwithstanding that other phases remain under review or construction.

ARTICLE VI. MISCELLANEOUS.

Section 6.1. Notices. Unless specifically stated otherwise in this Agreement, all notices, waivers, and demands required or permitted under this Agreement shall be in writing and delivered to all other parties at the addresses below, by one of the following methods: (a) hand delivery, whereby delivery is deemed to have occurred at the time of delivery; (b) a nationally recognized overnight courier company, whereby delivery is deemed to have occurred the business day following deposit with the courier; (c) registered US Mail, signature required and postage-prepaid, whereby delivery is deemed to have occurred on the third business day following deposit with the United States Postal Service; or (d) electronic transmission (facsimile or email) provided that the transmission is completed no later than 5:00 P.M. on a business day and the original also is sent via overnight courier or US Mail, whereby delivery is deemed to have occurred at the end of the business day on which electronic transmission is completed.

To Developer:	Name: T & S FL Partners, Inc. Attention: Travis Sawchuk Address: 18526 County Road 44A, Eustis, FL 32736 Telephone: (352) 314-2123 Email: floridafutures1@gmail.com
To City:	Name: City of Eustis Attention: Rick Gierok, Interim City Manager Address: 10 N Grove St #3, Eustis, FL 32726 Telephone: (352) 483-5430 Email: gierokr@eustis.org
with a copy to:	Name: Bowen Schroth Attention: Sasha Garcia, Esq., City Attorney Address: 600 Jennings Ave, Eustis, FL 32726 Telephone: (352) 589-1414 Email: sgarcia@bowenschroth.com

Any party may change its address for purposes of this Section by giving written notice as provided in this Section. All notices and demands delivered by a party's attorney on a

party's behalf shall be deemed to have been delivered by said party. Notices shall be valid only if served in the manner provided in this Section.

Section 6.2. Governing Law and Venue. This Agreement shall be governed and construed in accordance with the laws of the State of Florida, without giving effect to any choice or conflict of law provision or rule (whether of the State of Florida or any other jurisdiction) that would cause the application of laws of any jurisdiction other than those of the State of Florida. The parties agree venue lies in Lake County, Florida.

Section 6.3. Compliance with Laws and Regulations. Except as otherwise provided herein and in accordance with Section 163.3233, Florida Statutes, the laws, regulations, and policies governing development of the Property shall be those in effect on the Effective Date of this Agreement. No development rights shall vest prior to the Effective Date. In the instance of conflict between the City's LDRs, the City Code, or any prior agreements related to the Property and this Agreement, this Agreement shall control to the extent permitted by Section 163.3233, Florida Statutes. To the extent this Agreement is silent, the development of the Property shall comply with the City's Code, LDRs, and other applicable standards, including the permitted design standards applicable to the Property's applicable Future Land Use designation as approved through the City's comprehensive plan amendment process. No subsequently adopted ordinances, policies, or procedures of the City governing the development of land shall apply to the Property except in accordance with the provisions of Section 163.3233(2), Florida Statutes, or as otherwise expressly provided herein. All development must comply with all applicable regulations of county, state, local, and federal agencies, as well as state and federal laws.

Notwithstanding the foregoing, the City retains the authority to apply subsequently adopted regulations as permitted under Section 163.3233(2), Florida Statutes, including but not limited to regulations addressing public health, safety, and welfare.

Section 6.4. Binding Effect; Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective permitted successors and permitted assigns in title or interest. The provisions of this Agreement, together with all plans approved in connection herewith, shall run with the land and shall be implemented and enforced in accordance with the City's LDRs.

Section 6.5. No Third-Party Beneficiaries. This Agreement is for the sole benefit of the parties hereto and their respective successors and assigns, and nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

Section 6.6. Interpretation and Construction. Any captions or headings used in this Agreement are for convenience only and do not define or limit the scope of this Agreement. The singular of any term, including any defined term, shall include the plural and the plural of any term shall include the singular. The use of any pronoun regarding gender shall include the neutral, masculine, feminine, and plural.

Section 6.7. Severability. If any term or provision of this Agreement is determined to be invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the parties hereto shall negotiate in good faith to modify this Agreement so as to affect the original intent of the parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

Section 6.8. Waiver; Remedies. No waiver by any party of any of the provisions of this Agreement shall be effective unless explicitly set out in writing and signed by the party so waiving. No waiver by any party shall operate or be construed as a waiver in respect of any failure, breach, or default not expressly identified by such written waiver, whether of a similar or different character, and whether occurring before or after that waiver. No failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

Section 6.9. Enforcement; Remedies. A default by either party under this Agreement shall entitle the other party to all remedies available at law or as set forth in Section 163.3243, Florida Statutes. Disputes arising under this Agreement shall first be addressed through the mediation process prescribed by Section 163.3235, Florida Statutes. The Parties acknowledge that this Agreement constitutes a contractual covenant; either Party may seek specific performance or damages in a court of competent jurisdiction. The prevailing party shall recover reasonable attorney's fees and costs, including appellate fees.

Nothing herein shall limit the City's exercise of its police powers to protect the public health, safety, and welfare.

Section 6.10. Default Notice and Cure Period. Notwithstanding the foregoing, no party shall be deemed in default under this Agreement unless it has received written notice from the non-defaulting party specifying the nature of the alleged default and has failed to cure such default within thirty (30) days from receipt of such notice; provided, however, that if such default is not reasonably curable within said thirty (30) days, the defaulting party shall not be in default so long as it commences cure within such period and diligently pursues same to completion. This provision shall not limit the City's right to withhold permits or approvals for noncompliance with the conditions imposed by this Agreement.

Section 6.11. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement.

Section 6.12. Entire Agreement. This Agreement, together with the Preliminary Site Plan, all exhibits, and all related schedules, constitutes the sole and entire agreement of the parties to this Agreement regarding the subject matter contained herein and therein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter. In the event of any inconsistency between the statements in the body of this Agreement, the Preliminary Site Plan, and the related exhibits and schedules (other than an exception expressly set out as such in the schedules), the statements in the body of this Agreement shall control.

Section 6.13. Exhibits. All exhibits attached hereto are hereby incorporated in and made a part of this Agreement as if set forth in full herein.

Section 6.14. Amendments. This Agreement may only be amended, modified, or supplemented by an agreement in writing signed by each party hereto, except as otherwise provided for in Section 3.1.

Section 6.15. Term of Agreement. The term of this Agreement shall terminate thirty (30) years after the Effective Date; provided, however, that the term of this Agreement may be extended by mutual consent of the City and the Owner, subject to a public hearing in accordance with the requirements of Section 163.3225, Florida Statutes.

Section 6.16. Recording. Pursuant to Section 163.3239, Florida Statutes, the City shall record this Agreement in the Official Records of Lake County, Florida, within fourteen (14) days following full execution. Developer shall reimburse the City for all recording costs. The recorded agreement shall include the legal description in Exhibit A and shall be identified on the recorded cover page as a Development Agreement pursuant to Sections 163.3220–163.3243, Florida Statutes, for indexing purposes.

Section 6.17. No Permit Approval; No Vested Rights. Nothing in this Agreement shall be construed to:

(a) require the City to approve any development order, permit, or application;
(b) limit the City's authority to apply applicable laws and regulations; or
(c) create any vested right except as expressly provided in accordance with Section 163.3233, Florida Statutes.

Developer acknowledges that this Agreement does not constitute a guarantee of development approval or a governmental taking, and that all development remains subject to applicable law and that no provision of this Agreement shall be interpreted to limit the City's legislative or quasi-judicial authority.

Any vested rights shall arise only in accordance with Section 163.3233, Florida Statutes, and only upon the issuance of a development order consistent with this Agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date set forth above.

Executed pursuant to Sections 163.3220–163.3243, Florida Statutes

Witness #1:

By: _____
Print Name: Deborah L. Mikiska
Address: 10 N. Grove Street
Eustis FL 32727

DEVELOPER:

By: T & S FL Partners, Inc., a Florida Corporation

By: _____
Name: Travis Sawchuk
Title: President

Witness #2:

By: _____
Print Name: Anna Rottermond
Address: 10 N. Grove Street
Eustis, FL 32727

STATE OF Florida
COUNTY OF Lake

The foregoing instrument was acknowledged before me by means of [X] physical presence or [ ] online notarization this 13th day of May, 2026, by Travis Sawchuk as President of T & S FL Partners, Inc., a Florida Corporation, on behalf of the company, who is [X] personally known to me or [ ] has produced _____ as identification.

(SEAL)

ANNA ROTTERMOND
Commission # HH 226095
Expires June 5, 2026

_____
Notary Public, State of _____
Print Name: _____
My Commission Expires: _____

Executed pursuant to Sections 163.3220–163.3243, Florida Statutes

Witness #1:

By: _____
Print Name: _____
Address: _____
_____

CITY:

City of Eustis, a Florida Municipal Corporation

By: _____
Name: _____
Title: _____

Witness #2:

By: _____
Print Name: _____

Address:

_____

_____

Attest:

Approved as to form:

_____
Christine Halloran, City Clerk

_____
Sasha Garcia, City Attorney

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [ ] online notarization this _____ day of _____, 20_____, by _____, as _____ of the City of Eustis, a Florida Municipal Corporation, on behalf of the corporation, who is [ ] personally known to me or [ ] has produced _____ as identification.

(SEAL)

_____
Notary Public, State of _____
Print Name: _____
My Commission Expires: _____

EXHIBIT A
PROPERTY DESCRIPTION

A PARCEL OF LAND LYING IN SECTION 6, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PARCEL 1:

A portion of Lot 5, C.M. Rehrer's Subdivision, according to the plat thereof, as recorded in Plat Book 1, Page 50, of the Public Records of Lake County, Florida, lying in Section 6, Township 19 South, Range 27 East, Lake County, Florida, described as follows:

Commencing at the Northwest corner of Tract S, Spring Ridge Estates, according to the plat thereof, as recorded in Plat Book 58, Page 28 through 30, of the Public Records of Lake County, Florida, and with the Easterly Right-of-Way line of County Road No. 44, North 00°04'26" West, 115.21 feet, to the intersection of the Easterly Right-of-Way line of said County Road No. 44 and the Northerly line of said Lot 7; thence continuing with the Easterly Right-of-Way line of said County Road No. 44, North 00°13'04" West, 366.04 feet, to the beginning of a non-tangent curve concave Southeasterly; thence with a radius of 258.33 feet, a delta of 90°32'39", and a chord bearing and distance of North 45°01 '32" East, 367.07 feet, Northeasterly along said curve, an arc length of 408.24 feet, to the end of said curve on the Southerly Right-of-Way line of County Road No. 44A; thence with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 344.52 feet, to the Point of Beginning.

Thence continuing with the Southerly Right-of-Way line of said County Road No. 44A, South 89°36'40" East, 163.90 feet, to the Westerly line of the lands described in Official Records Book 5581, Page 918, of the Public Records of Lake County, Florida; thence departing the Southerly Right-of-Way line of said County Road No. 44A, and with the Westerly line of said lands described in Official Records Book 5581, Page 918, South 00°20'56" East, 743.98 feet, to the Northerly line of said Spring Ridge Estates; thence departing the Westerly line of said lands described in Official Records Book 5581, Page 918, and with the Northerly line of said Spring Ridge Estates, North 89°29'59" West, 163.90 feet; thence departing the Northerly line of said Spring Ridge Estates, and with a line parallel with the Westerly line of said lands described in Official Records Book 5581, Page 918, North 00°20'56" West, 743.66 feet, to the Point of Beginning.

Parcel Identification Number: 06-19-27-0200-000-00501

EXHIBIT B
CONCEPTUAL DEVELOPMENT PLAN

(See attached)

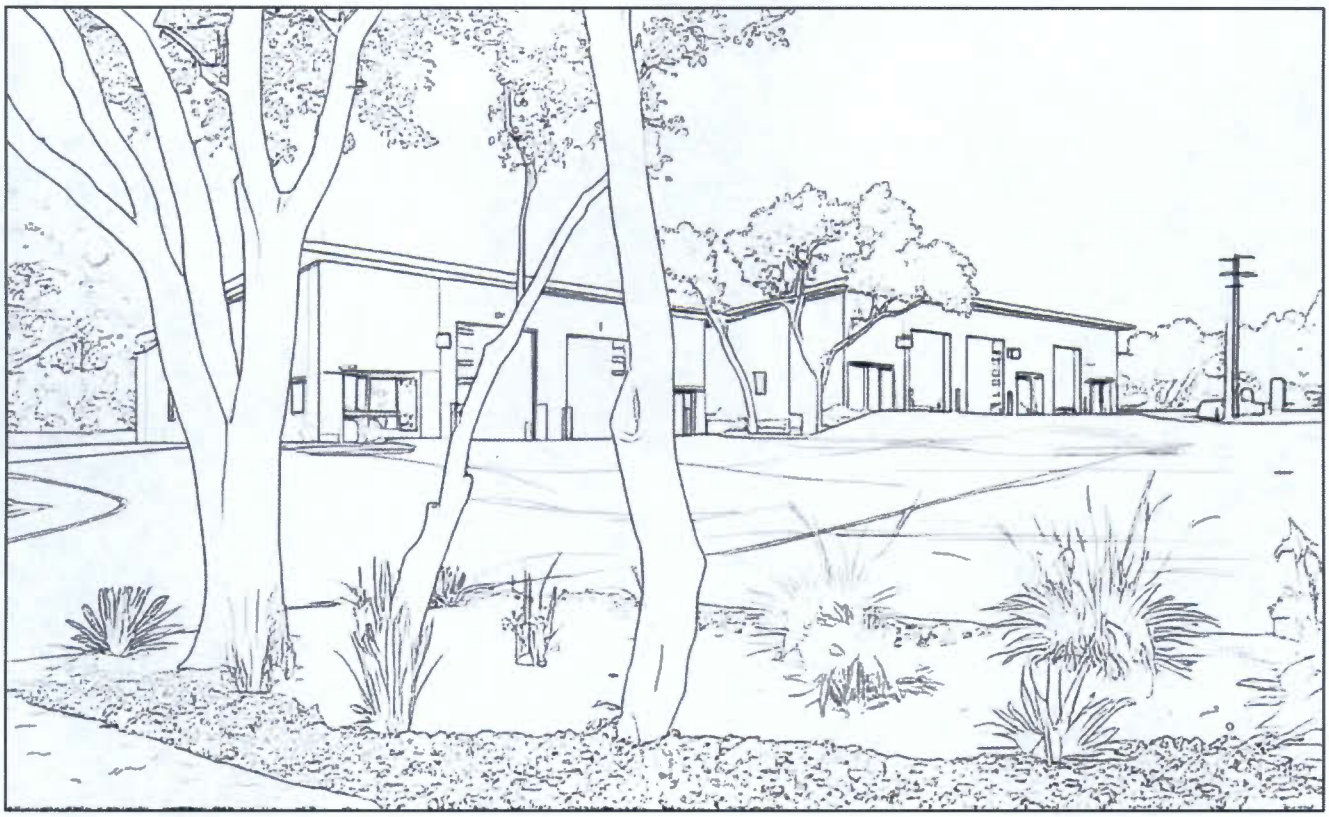
PRELIMINARY SITEPLAN

Scale: 1" = 30'-0"

44A/44 Business Park Project

Preliminary Design Prepared For
WD OF AMERICA
T & S FL PARTNERS INC

EXHIBIT C
CONCEPTUAL BUILDING ELEVATIONS



Exterior Elevations

EXHIBIT D

Proof of Publication and Public Hearing Notice (163.3225)

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: May 21, 2026

RE: First Reading of Ordinance Number 2026-26: Amendment to the City of Eustis Municipal Firefighters' Pension and Retirement System

Introduction

The proposed ordinance amends Chapter 70, Article III of the City of Eustis Code of Ordinances relating to the City of Eustis Municipal Firefighters' Pension and Retirement System. Specifically, the ordinance amends Section 70-69(a), Retirement Age, to revise the normal retirement date applicable to members of the Firefighters' Pension and Retirement System.

The amendment implements pension-related provisions negotiated as part of the Collective Bargaining Agreements between the City of Eustis and the Eustis Professional Firefighters' Local 4731 International Association of Firefighters for fiscal years 2024-2027.

Background

The City of Eustis Municipal Firefighters' Pension and Retirement System is established pursuant to Chapter 70, Article III of the City Code and is intended to comply with the minimum standards and benefits established under Chapter 175, Florida Statutes.

During collective bargaining negotiations for the 2024-2027 labor agreements, the City and the bargaining units negotiated modifications to certain pension provisions, including:

- Revision of the normal retirement date;
- Adjustment of member contribution calculations;
- Modification of disability pension provisions; and
- Allocation and use of Chapter 175 premium tax revenues.

The negotiated retirement-age amendment requires modification of the City's local-law pension ordinance. The Board of Trustees of the Firefighters' Pension and Retirement System reviewed the proposed amendment and recommended approval.

Proposed Amendment

The ordinance amends Section 70-69(a) of the City Code to revise the normal retirement date for members of the Firefighters' Pension and Retirement System.

Under the proposed amendment, a member's normal retirement date will be the earlier of:

- Attainment of age 55 and completion of 10 years of credited service; or
- Completion of 25 years of credited service regardless of age.

The amendment modifies only subsection (a) of Section 70-69. Existing early retirement provisions remain unchanged.

Collective Bargaining Agreement

The proposed ordinance is consistent with the pension provisions negotiated and ratified as part of the Collective Bargaining Agreements between the City and IAFF Local 4731 bargaining units for fiscal years 2024-2027.

The negotiated pension provisions expressly contemplate amendment of the Firefighters' Pension and Retirement System ordinance to implement the revised normal retirement date and related Chapter 175 premium tax allocation provisions.

Actuarial Impact Statement

An Actuarial Impact Statement ("AIS") was prepared by Foster & Foster Actuaries and Consultants dated February 10, 2026, evaluating the proposed amendment in accordance with applicable provisions of Chapters 112 and 175, Florida Statutes.

The AIS concludes that the proposed amendment:

- Complies with applicable statutory requirements;
- Identifies the projected funding impact associated with the revised retirement eligibility provisions; and
- Includes the required actuarial analysis for transmittal to the Division of Retirement prior to final adoption.

The AIS also confirms that the existing early retirement provisions remain unchanged.

Chapter 175 Premium Tax Revenues

The Collective Bargaining Agreements also address allocation and use of Chapter 175 premium tax revenues received by the Pension System.

Under the negotiated provisions:

- Frozen and excess premium tax revenues up to $196,911 annually will continue to offset the City's required pension contribution; and
- Revenues received in excess of that amount will be allocated equally between the members' Share Plan and reduction of the City's required contribution.

The AIS incorporates these funding assumptions in evaluating the proposed amendment.

Statutory Compliance

The proposed ordinance is intended to comply with:

- Chapter 175, Florida Statutes;
- Part VII, Chapter 112, Florida Statutes; and
- Article X, Section 14 of the Florida Constitution.

The pension plan currently maintains state-accepted status through the Division of Retirement.

Fiscal Impact

The proposed amendment will have actuarial and long-term pension funding impacts as identified in the Actuarial Impact Statement.

The AIS projects:

- An increase in the Minimum Required Contribution from 39.7% to 42.9% of projected payroll; and
- An increase in the combined City and State required contribution from 35.2% to 38.4% of projected payroll.

The AIS further projects that the City Required Contribution will increase from 28.3% to 28.7% of projected payroll.

Recommendation

Staff recommends approval of Ordinance Number 2026-26. The proposed ordinance:

- Implements collectively bargained pension provisions;
- Is supported by the Board of Trustees of the Firefighters' Pension and Retirement System;
- Is supported by an Actuarial Impact Statement prepared in accordance with applicable law;
- Maintains consistency with Chapters 112 and 175, Florida Statutes; and
- Provides clear implementation of the negotiated retirement-age amendment.

Business Impact Estimate

A Business Impact Estimate exemption analysis has been prepared pursuant to Section 166.041(4), Florida Statutes.

Staff has determined that the ordinance is exempt from the Business Impact Estimate requirements because the ordinance implements collectively bargained pension provisions and does not directly regulate private business activity.

Attachments

Ordinance Number 2026-26 with Exhibit "A" – Amendment to Section 70-69(a)
Actuarial Impact Statement dated February 10, 2026
Division of Retirement State Acceptance Letter dated March 31, 2026
Business Impact Estimate Exemption Form

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 2026-26

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING CHAPTER 70, PENSIONS AND RETIREMENT, ARTICLE III, CITY OF EUSTIS MUNICIPAL FIREFIGHTERS' PENSION AND RETIREMENT SYSTEM, SECTION 70-69, TITLED 'RETIREMENT AGE' OF THE CITY'S CODE OF ORDINANCES AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Eustis Firefighters are presently provided pension benefits pursuant to Chapter 70, Article III, Eustis Code of Ordinances, which establishes a plan intended to meet or exceed the minimum benefits and minimum standards set out in Chapter 175, Florida Statutes; and

WHEREAS, the City of Eustis and the Eustis Professional Firefighters' Local 4731 International Association of Firefighters finalized a Collective Bargaining Agreement (CBA) for fiscal years 2024-2027; and

WHEREAS, the CBA includes modifications to the retirement age and allocation and use of Chapter 175 premium tax revenues received by the Eustis Municipal Firefighters' Pension and Retirement System; and

WHEREAS, the proposed changes have been approved and recommended by the Board of Trustees of the plan; and

WHEREAS, the City Commission desires to amend its "local-law" pension plan and adopt the changes agreed upon in the CBA; and

WHEREAS, the proposed amendments have been analyzed by the Plan Actuary and are supported by an Actuarial Impact Statement prepared in accordance with applicable law.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of Eustis, Florida:

Section 1. Chapter 70, PENSIONS AND RETIREMENT, Article III, MUNICIPAL FIREFIGHTERS' PENSION AND RETIREMENT SYSTEM, Section 70-69(a), titled "Retirement Age," of the Code of Ordinances of the City of Eustis, is hereby amended as set forth in Exhibit A attached hereto and made a part hereof.

Section 2. It is the intention of the City Commission of the City of Eustis that the provisions of this Ordinance shall become and be made a part of the City of Eustis Code of Ordinances and that the sections of this Ordinance may be renumbered or relettered and the word "Ordinance" may be changed to "Section", "Article" or such other appropriate word or phrase to accomplish such intentions.

Section 3. This Ordinance shall be published in accordance with the requirements of law.

Section 4. This Ordinance shall become effective immediately upon adoption on second reading.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Lake County, Florida, this 4th day of June 2026.

CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA

_____
EMILY A. LEE
Mayor/Commissioner

ATTEST:

_____
Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA
COUNTY OF LAKE

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

_____
Notary Public - State of Florida
My Commission Expires:
Commission No:

CITY ATTORNEY'S OFFICE

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

_____ _____
City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-26 is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

_____
Christine Halloran, City Clerk

Exhibit A

Sec. 70-69. – Retirement Age.

(a) A member's normal retirement age is the earlier of the attainment of age 55 and the completion of ten years of credited service, or ~~upon the attainment of age 52~~ and the completion of 25 years of credited service **regardless of age**. Each member shall become 100 percent vested in his accrued benefit at normal retirement age. A member's normal retirement date shall be the first day of the month coincident with or next following the date the member retires from the city after attaining normal retirement age.

* * *

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-26
Ordinance Subject	Ordinance Number 2026-26: Amendment to the City of Eustis Municipal Firefighters' Pension and Retirement System
Legal Advertising Dates	5/21/26 and 5/28/2026
First Reading On	5/21/2026
Second Reading On	6/4/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING CHAPTER 70, PENSIONS AND RETIREMENT, ARTICLE III, CITY OF EUSTIS MUNICIPAL FIREFIGHTERS' PENSION AND RETIREMENT SYSTEM, SECTION 70-69, TITLED 'RETIREMENT AGE' OF THE CITY'S CODE OF ORDINANCES AND PROVIDING AN EFFECTIVE DATE..

Based on the City's review of the proposed ordinance (*must select one of the following*):

☒ The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.

☐ The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.

☐ The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is required to implement a contract or an agreement, including but not limited to, any federal, state, local or private grant, or other financial assistance accepted by a municipal government.

FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

February 10, 2026

Board of Trustees
City of Eustis
Firefighters' Pension Board

Re: City of Eustis Municipal Firefighters' Pension and Retirement System

Dear Board:

Enclosed is the following material, which has been prepared in support of the proposed changes to the Fund:

1. The required Actuarial Impact Statement, which outlines the costs associated with implementing the changes.

2. Draft of transmittal letters to the Bureau of Local Retirement Systems and the Bureau of Police Officers' and Firefighters' Retirement Trust Funds.

It will be necessary for the Chairman to sign the Actuarial Impact Statement as the Plan Administrator and forward the Impact Statement, along with a copy of the proposed Ordinance, to the two Bureaus prior to final reading.

If you have any questions concerning the enclosed material, please let us know.

Sincerely,

Patrick T. Donlan, EA, ASA, MAAA

Cc via email: Sean Sendra, Plan Attorney

Enclosures

Mr. Steve Bardin
Police Officers' and Firefighters' Retirement Trust Funds
Department of Management Services, Division of Retirement
3189 S. Blair Stone Rd.
Tallahassee, FL 32301

Re: Actuarial Impact Statement

Dear Mr. Bardin:

The City of Eustis is considering the implementation of amended retirement benefits for its Firefighters. The changes are described in the enclosed material.

Pursuant to the provisions of Chapter 175, we are enclosing the required Actuarial Impact Statement along with a copy of the proposed Ordinance for your review.

If you have any questions or if additional information is needed, please contact us.

Sincerely,

Mr. Keith Brinkman
Bureau of Local Retirement Systems
Division of Retirement
3189 S. Blair Stone Rd.
Tallahassee, FL 32301

Re: Actuarial Impact Statement

Dear Mr. Brinkman:

The City of Eustis is considering the implementation of amended retirement benefits for its Firefighters. The changes are described in the enclosed material.

Pursuant to Section 22d-1.04 of the Agency Rules, we are enclosing the required Actuarial Impact Statement (AIS) and a copy of the proposed Ordinance for your review.

If you have any questions or if additional information is needed, please contact us.

Sincerely,

CITY OF EUSTIS
MUNICIPAL FIREFIGHTERS' PENSION AND RETIREMENT SYSTEM

ACTUARIAL IMPACT STATEMENT

February 10, 2026

Attached hereto is a comparison of the impact on the Minimum Required Contribution (per Chapter 112, Florida Statutes) and the Required City Contribution, resulting from the implementation of the following changes:

> A member's normal retirement age is the earlier of the attainment of age 55 and the completion of ten years of credited service, or the completion of 25 years of credited service regardless of age.

The cost impact, determined as of October 1, 2024, applicable to the fiscal year ending September 30, 2026, is as follows:

	Proposed	Current
Minimum Required Contribution		
% of Projected Annual Payroll	42.9%	39.7%
Member Contributions (Est.)		
% of Projected Annual Payroll	4.5%	4.5%
City And State Required Contribution		
% of Projected Annual Payroll	38.4%	35.2%
State Contribution (Est.) [1]	$206,284	$145,660
% of Projected Annual Payroll	9.7%	6.9%
City Required Contribution [2]		
% of Projected Annual Payroll	28.7%	28.3%

[1] The State Contribution reflects a new "frozen" State Monies of $196,911 per year. Anything over that amount would be split 50/50 between the City and the Members' Share Plan. Previously, the "default" calculation under Chapter 2015-39 Laws of Florida was used. The actual State Monies received in 2025 were $215,656.07.

CITY OF EUSTIS
MUNICIPAL FIREFIGHTERS' PENSION AND RETIREMENT SYSTEM

ACTUARIAL IMPACT STATEMENT

February 10, 2026

Unless otherwise noted, all data, assumptions, methods and plan provisions are the same as in the October 1, 2024 actuarial valuation report. In performing this Actuarial Impact Statement, we were provided with all necessary information to evaluate the changes. It should be noted that changes to retirement benefits could potentially affect participants' retirement or termination behavior. We will monitor and advise of any recommended changes with future experience studies.

Future actuarial measurements may differ significantly from the current measurements presented in this report for a variety of reasons including: changes in applicable laws, changes in plan provisions, changes in assumptions, or plan experience differing from expectations. Due to the limited scope of the analysis, we did not perform an analysis of the potential range of such future measurements.

Please note that contents of this analysis and the October 1, 2024 actuarial valuation report are considered an integral part of the actuarial opinions. In reviewing the results presented in this study, it should be noted that there are risks that may not be inherently apparent to the reader that should be carefully considered. For key risks, please see the Discussion of Risk section of the October 1, 2024 actuarial valuation report.

In performing the analysis, we used third-party software to model (calculate) the underlying liabilities and costs. These results are reviewed in the aggregate and for individual sample lives. The output from the software is either used directly or input into internally developed models to generate the costs. All internally developed models are reviewed as part of the process. As a result of this review, we believe that the models have produced reasonable results. We do not believe there are any material inconsistencies among assumptions or unreasonable output produced due to the aggregation of assumptions.

The changes presented herein are in compliance with Part VII, Chapter 112, Florida Statutes and Section 14, Article X of the State Constitution. The undersigned is familiar with the immediate and long-term aspects of pension valuations and meets the Qualification Standards of the American Academy of Actuaries necessary to render the opinions contained herein.

Patrick T. Donlan, ASA, EA, MAAA
Enrolled Actuary #23-6595

STATEMENT OF PLAN ADMINISTRATOR

The prepared information presented herein reflects the estimated impact of the proposed Ordinance.

_____
Chairman, Board of Trustees

COMPARATIVE SUMMARY OF PRINCIPAL VALUATION RESULTS

	New Benefits 10/1/2024	Old Benefits 10/1/2024
A. Participant Data		
Actives	28	28
Service Retirees	16	16
DROP Retirees	0	0
Beneficiaries	3	3
Disability Retirees	3	3
Terminated Vested	22	22
Total	72	72
Projected Annual Payroll	2,125,008	2,125,008
Annual Rate of Payments to:		
Service Retirees	568,120	568,120
DROP Retirees	0	0
Beneficiaries	95,825	95,825
Disability Retirees	76,298	76,298
Terminated Vested	211,016	211,016
B. Assets		
Actuarial Value (AVA) [1]	15,182,547	15,182,547
Market Value (MVA) [1]	15,904,067	15,904,067
C. Liabilities		
Present Value of Benefits		
Actives		
Retirement Benefits	9,106,771	8,586,451
Disability Benefits	472,506	613,259
Death Benefits	32,450	44,831
Vested Benefits	762,205	792,868
Refund of Contributions	97,856	97,856
Service Retirees	5,807,842	5,807,842
DROP Retirees [1]	0	0
Beneficiaries	1,042,428	1,042,428
Disability Retirees	771,559	771,559
Terminated Vested	933,114	933,114
Share Plan Balances [1]	305,661	305,661
Total	19,332,392	18,995,869

C. Liabilities - (Continued)	New Benefits 10/1/2024	Old Benefits 10/1/2024
Present Value of Future Salaries	14,680,085	16,365,669
Present Value of Future Member Contributions	660,604	736,455
Normal Cost (Retirement)	307,326	285,794
Normal Cost (Disability)	45,701	49,162
Normal Cost (Death)	1,653	1,978
Normal Cost (Vesting)	51,984	56,242
Normal Cost (Refunds)	16,580	16,580
Total Normal Cost	423,244	409,756
Present Value of Future Normal Costs	2,759,918	2,896,136
Accrued Liability (Retirement)	7,012,315	6,447,800
Accrued Liability (Disability)	196,213	279,648
Accrued Liability (Death)	21,119	29,458
Accrued Liability (Vesting)	463,613	463,613
Accrued Liability (Refunds)	18,610	18,610
Accrued Liability (Inactives) [1]	8,554,943	8,554,943
Share Plan Balances [1]	305,661	305,661
Total Actuarial Accrued Liability (EAN AL)	16,572,474	16,099,733
Unfunded Actuarial Accrued Liability (UAAL)	1,389,927	917,186
Funded Ratio (AVA / EAN AL)	91.6%	94.3%

D. Actuarial Present Value of Accrued Benefits	New Benefits 10/1/2024	Old Benefits 10/1/2024
Vested Accrued Benefits		
Inactives + Share Plan Balances [1]	8,860,604	8,860,604
Actives	3,488,613	3,405,744
Member Contributions	573,539	573,539
Total	12,922,756	12,839,887
Non-vested Accrued Benefits	1,021,578	640,330
Total Present Value Accrued Benefits (PVAB)	13,944,334	13,480,217
Funded Ratio (MVA / PVAB)	114.1%	118.0%
Increase (Decrease) in Present Value of Accrued Benefits Attributable to:		
Plan Amendments	464,117	
Benefit Changes	0	
Plan Experience	0	
Benefits Paid	0	
Interest	0	
Other	0	
Total	464,117	

	New Benefits	Old Benefits
Valuation Date	10/1/2024	10/1/2024
Applicable to Fiscal Year Ending	9/30/2026	9/30/2026
E. Pension Cost		
Normal Cost (with interest)		
% of Projected Annual Payroll [2]	20.7	20.0
Administrative Expenses (with interest)		
% of Projected Annual Payroll [2]	2.5	2.5
Payment Required to Amortize Unfunded Actuarial Accrued Liability over 15 years (as of 10/1/2024, with interest)		
% of Projected Annual Payroll [2]	19.7	17.2
Minimum Required Contribution		
% of Projected Annual Payroll [2]	42.9	39.7
Expected Member Contributions		
% of Projected Annual Payroll [2]	4.5	4.5
Expected City and State Contribution		
% of Projected Annual Payroll [2]	38.4	35.2

[1] The asset values and liabilities include accumulated DROP and Share Plan Balances as of 9/30/2024.

[2] Contributions developed as of 10/1/2024 are expressed as a percentage of Projected Annual Payroll at 10/1/2024 of $2,125,008.

ACTUARIAL ASSUMPTIONS AND METHODS

Mortality Rate

Healthy Active Lives:

Female: PubS.H-2010 (Below Median) for Employees, set forward one year.
Male: PubS.H-2010 (Below Median) for Employees, set forward one year.

Healthy Retiree Lives:

Female: PubS.H-2010 for Healthy Retirees, set forward one year.
Male: PubS.H-2010 (Below Median) for Healthy Retirees, set forward one year.

Beneficiary Lives:

Female: PubG.H-2010 (Below Median) for Healthy Retirees.
Male: PubG.H-2010 (Below Median) for Healthy Retirees, set back one year.

Disabled Lives:

80% PubG.H-2010 for Disabled Retirees / 20% PubS.H-2010 for Disabled Retirees.

All rates for healthy lives are projected generationally with Mortality Improvement Scale MP-2018. We feel this assumption sufficiently accommodates future mortality improvements.

The previously described mortality assumption rates were mandated by Chapter 2015-157, Laws of Florida. This law mandates the use of the assumptions used in either of the two most recent valuations of the Florida Retirement System (FRS). The above rates are those outlined in Milliman's July 1, 2021 FRS valuation report for special risk employees, with appropriate adjustments made based on plan demographics.

90% of active deaths are assumed to be service-incurred.

Interest Rate

7.55% per year compounded annually, net of investment related expenses. This is supported by the target asset allocation of the trust and the expected long-term return by asset class.

Salary Increases

See table later in this section. Projected average final

	salary at retirement is increased by 5.00% to account for final non-regular compensation. Effective with the October 1, 2018 valuation, this load is 0% for those hired on or after July 1, 2011. The current assumed salary increase rate resulted from a September 1, 2017 Experience Study.
Payroll Growth	0.00% for purposes of amortizing the Unfunded Actuarial Accrued Liability. This assumption cannot exceed the ten-year average payroll growth, in compliance with Part VII of Chapter 112, Florida Statutes.
Administrative Expenses	$50,693 annually, based on the average of actual expenses incurred in the prior two fiscal years.
Amortization Method	New UAAL amortization bases are amortized over 15 years. The amortization payment is subject to a minimum based on a 30-year amortization of the UAAL in order to comply with Actuarial Standard of Practice No. 4. Bases established prior to the valuation date are adjusted proportionally to match the Expected Unfunded Actuarial Accrued Liability as of the valuation date, in order to align prior year bases with the portion of the current year UAAL associated with prior year sources.
Funding Method	Entry Age Normal Actuarial Cost Method. The following loads are applied for determining the minimum required contribution: Interest - A half year, based on current 7.55% assumption. Salary - None.
Asset Valuation Method	Each year, the prior Actuarial Value of Assets is brought forward utilizing the historical geometric 4-year average Market Value return. It is possible that over time this technique will produce an insignificant bias above or below Market Value.
Disability Rates	See table later in this section. It is assumed that 90% of disabilities are in the line of duty. This is based on the results of an actuarial experience study issued September 1, 2017.
Termination Rates	See table later in this section. The current rates of termination resulted from a September 1, 2017 Experience Study.

Low-Default-Risk Obligation Measure

Based on the Entry Age Normal Actuarial Cost Method and an interest rate of 4.06% per year compounded annually, net of investment related expenses. This rate is consistent with the Yield to Maturity of the S&P Municipal Bond 20-Year High Grade Rate Index as of September 30, 2024. All other assumptions for the Low-Default-Risk Obligation Measure are consistent with the assumptions shown in this section unless otherwise noted.

% Terminating During the Year	
Service	Rate
0	25.0%
1-4	13.0%
5-9	9.0%
10-19	5.0%
20+	0.0%

% Becoming Disabled During the Year	
Age	Rate
20	0.14%
25	0.15%
30	0.18%
35	0.23%
40	0.30%
45	0.51%
50	1.00%
55	1.55%
60	2.23%
65	2.79%

Salary Scale	
Service	Rate
0	15.00%
1	10.00%
2	8.00%
3	7.00%
4	6.50%
5-9	6.25%
10-14	6.00%
15+	5.00%

SUMMARY OF CURRENT PLAN

Eligibility	All regular uniformed members of the Fire Department; includes active volunteers. Optional participation for the Fire Chief.
Salary	Total Compensation for services rendered, including payments of accumulated leave at retirement. Salary on or after July l, 2011 will not include more than 300 hours of overtime nor payments for accumulated leave earned after that date.
Average Final Compensation (AFC)	One twelfth of the average of the 5 best years of the last 10 years of Salary (10 best of career for volunteers).
Credited Service	Years and fractional parts of years of service with the City as a Firefighter (with Member contributions when required).
Normal Retirement	
Date	The earlier of: a) age 55 and the completion of 10 years of Credited Service, or b) completion of 25 years of Credited Service, regardless of age.
Benefit	Members hired before January 24, 2023: 4.00% of AFC times Credited Service. Members hired on or after January 24, 2023: 3.00% of AFC times Credited Service.
Form of Benefit	10 Year Certain and Life Annuity (options available).
Early Retirement	
Date	Age 50 and 10 years of Credited Service.
Benefit	Determined as for Normal Retirement and reduced 3.00% per year.
Form of Benefit	10 Year Certain and Life Annuity (options available).

Disability Benefit	
Eligibility	Total and permanent as determined by the Board (medical proof required).
Benefit	Benefit accrued to date of disability. Minimum benefit for Service Incurred is 65% of AFC, for Non-Service Incurred is 45% of AFC, and increased by 2% each full year of the member's service, up to the maximum rate of service of 65%.
Duration	Life, with 10 years guaranteed, or until recovery, as determined by the Board (options available).
Death Benefit	
Pre-Retirement	
Not Vested	Refund of Member Contributions.
Vested	Beneficiary receives the benefit otherwise payable to the firefighter on the date the firefighter would have reached Normal or Early Retirement.
Post-Retirement	According to optional form of benefit selected.
Termination of Employment	
Less than 10 years	Refund of Member Contributions without interest.
10 or more	Refund of Contributions or Accrued benefit payable at retirement age.
Member Contributions	
Amount	2.00% of Salary: November 1, 2004 – October 31, 2005 3.00% of Salary: November 1, 2005 – October 31, 2006 4.00% of Salary: After October 31, 2006. 5.50% of Salary: After March 17, 2023. 5.60% of Salary: October 1, 2023 – September 30, 2024 5.10% of Salary: October 1, 2024 – September 30, 2025 4.50% of Salary: October 1, 2025 – September 30, 2026 Beginning October 1, 2023 the Member Contribution Rate will be 16% of the City's required contribution each year as determined by the applicable actuarial valuation, subject to a minimum 4.0% and a maximum of 7.5% and a maximum change each year of 1.0% of Salary.

Deferred Retirement Option Plan

Eligibility	Eligibility for Normal Retirement.
Participation	Not to exceed 60 months.
Rate of Return	At Member's election: (1) Actual net rate of investment return (total return net of brokerage commissions, management fees and transaction costs) credited each fiscal quarter, or (2) Interest Rate credited to Members of the Florida Retirement System DROP, compounded monthly. Members may elect to change form of return once during their DROP participation.
Form of Distribution	Cash lump sum (options available).

Department of
MANAGEMENT
SERVICES
Division of Retirement

Bureau of Local Retirement Systems
P.O. Box 9000
Tallahassee, FL 32315-9000
Tel: 850-488-2784 | Toll-Free: 877-738-5622

Ron DeSantis, Governor
Tom Berger, Interim Secretary

March 31, 2026

Ms. Amanda Kish
Eustis Municipal Firefighters' Pension Trust Fund
4360 Northlake Blvd., Suite 206
Palm Beach Gardens, FL 33410

RE: Eustis Municipal Firefighters' Pension Trust Fund
State Acceptance - All reports through 10/1/2024

Dear Ms. Kish:

The above-referenced plan has been determined to be **state-accepted** pursuant to Part VII of Chapter 112, F.S. and Chapter 60T, F.A.C. By this determination, all prior actuarial reports and impact statements effective prior to the above date and received by the Division of Retirement may be considered to be **state-accepted**. This review relied upon the actuarial costs and asset amounts as determined by the Plan actuary in the referenced actuarial reports. Although I reviewed the results of the reports for compliance, consistency and reasonableness, I did not audit the asset information or employee data information for accuracy. Accordingly, I express no opinion on the reasonableness of the estimates of the financial status of the plan. An audit may or may not uncover additional material issues in the actuarial work performed.

The investment return assumption used in the most recent actuarial valuation was **7.55%**. Based on the plan's balance sheet asset allocation and consensus capital market outlook expectations for future inflation and real returns as of the valuation date, we would consider an investment return assumption in the range of **5.75% to 6.50%** to be a reasonable 50th percentile expectation of future long-term geometric average annual return. We recommend that the Board consider lowering the Plan's investment return assumption.

Please contact our office if you have any questions.

Sincerely,

Douglas E. Beckendorf

Douglas E. Beckendorf, A.S.A., E.A.
Actuary

cc: Mr. Patrick T. Donlan, Plan Actuary
Mr. Sean Sendra, Plan Attorney
Mr. Jeffrey Stephan, Plan Chairman
Mr. Rick Gierok, Eustis City Manager
Ms. Lori Carr, Eustis Finance Director
Ms. Emily A. Lee, Eustis Mayor
Ms. Rachel Holtzclaw, Plan Secretary
Mr. Steve Bardin, Division of Retirement