



AGENDA

City Commission Meeting

6:00 PM – Thursday, May 01, 2025 – City Hall

Invocation: Pastor Dann Ragan, LifePointe Church

Pledge of Allegiance: Commissioner George Asbate

Call to Order

Acknowledge of Quorum and Proper Notice

1. Agenda Update

2. Approval of Minutes

[2.1](#) Approval of Minutes

April 5, 2025 City Commission Workshop: Master Plan and Trout Lake Nature Center

3. Presentations

[3.1](#) Recognition of Miss Eustis Winners 2025

[3.2](#) Proclamation for Building Safety Month

3.3 Presentation from Danielle Stroud on the Habitat for Humanity Preservation and Repair Program

3.4 Presentation by G3C2

4. Audience to be Heard

5. Consent Agenda

[5.1](#) Resolution Number 25-08: Approving the Coolidge Street Stormwater and Roadway Engineering Services Change Order in Excess of \$100,000

[5.2](#) Resolution Number 25-30: Agreement between the City of Eustis and the Lake County School Board for School Resource Officer (SRO) for 2025-2026

6. Ordinances, Public Hearings, & Quasi Judicial Hearings

[6.1](#) Explanation of Ordinances 25-03, 25-04 and 25-05 Explanation of Ordinances For Annexation of Parcels with Alternate Keys 1097070 and 1094712

Ordinance Number 25-03: Voluntary Annexation

Ordinance Number 25-04: Comprehensive Plan Amendment

Ordinance Number 25-05: Design District Assignment

SECOND READING

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

6.2 SECOND READING

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

6.3 SECOND READING

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

7. Future Agenda Items and Comments

7.1 City Commission

7.2 City Manager

7.3 City Attorney

7.4 Mayor

8. Adjournment

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

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



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: May 1, 2025

RE: Approval of Minutes

April 5, 2025 City Commission Workshop: Master Plan and Trout Lake Nature Center

Introduction:

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

Recommended Action:

Approval of the minutes as submitted.

Prepared By:

Mary C. Montez, Deputy City Clerk

Reviewed By:

Christine Halloran, City Clerk



MINUTES

City Commission Workshop: Master Plan and Trout Lake Nature Center

9:00 AM – Saturday, April 05, 2025 – City Hall

Call to Order: 9:04 a.m.

Acknowledgement of Quorum and Proper Notice

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

1. Workshop Item with Discussion and Direction: Master Plan

Commissioner Lee gave a brief prayer to open the meeting.

Mayor Hawkins asked the City Commission to maintain civility and decorum during the meeting.

Tom Carrino, City Manager, asked if anyone needed a hard copy of the Master Plan. He asked Mike Goman to provide his presentation to the City Commission.

Mike Goman, Goman and York, stated they are working on behalf of the City of Eustis as their Economic Development advisor with the focus lately on the review of the Master Plan. He reviewed the Master Plan, accompanying data and analytical work in the appendix. He explained master plans in general and cited his company's work on master plans for other communities. He indicated that they are living documents that may last as long as ten years before they need to be updated. He noted that some states require cities to do them and, possibly, to update them within a certain timeframe. He indicated that a master plan provides great guidance to a community. He reviewed how master plans are used and emphasized they are not intended to be proscriptive but only guidelines. He commented on the amount of information the City's master plan has regarding existing conditions. He cited other information that may be included in a master plan including demographics and socioeconomic data.

Mr. Goman stated that master plans may be utilized to develop the land development regulations and prioritize the community's investments. He commented on changes in the current economy and building environment and decisions regarding existing outdated buildings. He indicated master plans are also utilized for guidance regarding housing policies. He then reviewed the limitations, advantages and disadvantages of master plans.

Commissioner Asbate asked about the format for the presentation noting that the Commission might want to ask questions or make comments on the information being provided.

The Commission agreed to move forward with the overview presentation and then review and discuss the specifics of the City's Master Plan.

Mr. Goman continued his review of master plans in general, the advantages and disadvantages and how they are used. He asked for any questions about master plans in general. The City Commission had no questions at that time.

Mr. Goman reviewed the Executive Summary from the City of Eustis Master Plan. He commented that, unless a plan includes a systematic approach to execution of the plan, not much happens. He stated the City's plan is good in that respect. He noted Eustis's Master Plan is an exceedingly

detailed report of existing conditions providing a concrete roadmap for future developments. He updates to the Downtown Master Plan including land use and development guidance, urban and landscape design concepts, mobility enhancements and programming recommendations. He noted the emphasis on activating the downtown area overall, addressing vacancies, diversity, access and connectivity. He commented on the demand forecast model included in the Downtown Master Plan.

Mr. Goman stated that the City's master plan is an exceedingly detailed look at the existing conditions and does provide a concrete roadmap for future development. He began an overview of the master plan citing the City-wide demographics included with comparisons between 2010 and 2020. He commented on the need to provide a 2025 comparison as well. He cited the drop in the over age 65 population as compared to most of Florida. He then highlighted the study area of the master plan and indicated the CRA boundaries. He reviewed the parking lots within the study area and highlighted the commercial historic district and various sections of the downtown area including the existing core, expanded core and aspirational core.

Mr. Goman then reviewed the City-owned parcels highlighted within the master plan. He provided an overview of the goals as stated in the master plan and indicated those are very good goals. He suggested having those goals posted throughout City offices to remind staff of the goals. He then reviewed the areas of focus and recommendations including the following: 1) Extend the waterfront; 2) Connect the downtown; and 3) Expand the downtown. He discussed the supporting strategies including how other communities have utilized their waterfronts, improving connectivity, expansion of the downtown, branding and marketing and ground floor activation.

Mr. Goman asked for any questions regarding the overview of the master plan. There were no questions at that time.

Mr. Goman discussed the redevelopment of the three blocks of the Waterman site and the stated recommendations in the master plan: 1) Redevelop the site, beginning with the block on Bay Street and across from the park; 2) Focus on the bookends to extend the waterfront park to the Community Center; 3) Comfortable and walkable downtown experience; and 4) Promote temporary activation through the use of existing vacant lots and working partnerships with land owners.

Mr. Goman discussed the goals, strategies and development principles regarding the Waterman site. He commented on attracting residents to move back into the downtown area, how that could be accomplished and what types of individuals would be interested in living downtown. He reviewed the proposed program for the site including: event/recreational/cultural uses, hotel, multi-family housing, retail/restaurants, professional offices, and parking. He reviewed some downtown development recommendations including the following: 1) Provide amenities and services for downtown residents; 2) Update the housing inventory; 3) Encourage multi-family and mixed-use housing; 4) Support middle income housing; 5) Incentivize affordable for sale and rental units; 6) Reduce development barriers; 7) Expand downtown homeownership across income levels; and 8) Survey travel habits as housing increases such as traffic patterns along S.R. 19.

Mr. Goman reviewed some key design elements including the following: 1) Small front porches and front lawns; 2) Good landscaping; 3) Careful demarcation; 4) Proper lighting; and 5) Quality paving materials. He noted some of the examples were unrealistic when compared to Eustis. He stated what isn't included in the plan is how to pay for improvements such as the infrastructure, streetscaping and incentives.

Mr. Goman discussed the implementation and next steps. He cited the need to adopt the master plan while acknowledging it may not be perfect. He emphasized there is far more good in the master plan than not. He commented on how detailed the plan is. He emphasized that the plan is a guideline and is not a legislative or statutory document. He stated the next step would be to develop an

implementation matrix and reviewed a matrix created by Economic Development Director Al Lat. He commented on changes that have occurred within the development community including increasing interest rates and increased construction costs. He cited the difficulties that smaller communities have in attracting development compared to larger communities. He explained the necessity for the smaller communities to offer incentives to attract development.

Mr. Goman discussed the early stages of working on a development agreement with G3C2. He cited key properties available for sale including the Crazy Gator, and the possible City acquisition of the property as strategic land that would be part of development of the area. He summarized the next steps as follows; 1) Adoption of the Master Plan; 2) Development of the Implementation Matrix; 3) Commencement of negotiations with G3C2 for the Waterman site; 4) Determination of land acquisition priorities; and 5) Development of the financial feasibility plan. He cited various sources for funding. He summarized the general overview of the master plan.

RECESS: 10:12 A.M. RECONVENE: 10:20 A.M.

Mayor Hawkins stated the next step was for them to review the City's Master Plan and hear the comments from the Commission. He emphasized the need for civility and decorum. He asked the Commissioners to individually provide comments.

Commissioner Lee asked to go through each section and provide comments or questions as they come up.

Commissioner Holland emphasized it is a living document and will change. He commented on how things have changed due to Covid. He stated they need to develop a road map for moving forward.

Commissioner Asbate stated he would like to see them look at the next level down and discuss any differences they may have such as the individual elements and how to finance those so that staff knows what the focus is. He added that it goes beyond the three lots. He stated they need to give good direction to staff and Mr. Goman. He indicated he would like to go through the book.

Vice Mayor Ashcraft agreed they need to be moving forward. He stated they didn't need to go through line-by-line but go through the sections with any comments or questions.

Mayor Hawkins expressed the hope they can accomplish what they need to at the workshop and go to the next step soon after.

Commissioner Lee suggested they look at the Table of Contents and identify those areas they need to go into such as connecting the downtown.

Vice Mayor Ashcraft asked Mr. Goman about "organic development" and what would be the disadvantages of just leasing land to developers for one of the downtown parcels.

Mr. Goman responded that is not uncommon for cities to use ground leases. He stated they are harder to use in smaller markets due to financial difficulties. He explained that if a mortgage is going to be subordinate to a ground lease with the City, it can create an obstacle to getting financing. He indicated there are ways around that; however, they are hard to do and will limit the number of developers attracted to the project. He stated the waterfront land is of strategic importance from Bay Street to the waterfront and could be considered for a ground lease. He added it was to the community's advantage to control and protect that area. He stated that it is their best shot at using a ground lease. He indicated that trying to do that east of Bay would require them to give up something.

Vice Mayor Ashcraft commented on other cities that have used that for their entire downtown which helped bring more character to the area.

Mr. Goman indicated he would be happy to look at that in more depth as another option. He stated his advice is for the Commission to adopt the master plan and develop a set of questions from the Commissioners of the things they would like to see next. He agreed with Commissioner Lee's suggestion to have examples that are more relevant and Commissioner Asbate's comment that they need to understand the financial side of the recommendations. He stated they do not need to stop the process of the master plan and answer all of the small questions before adopting the plan. He indicated they have to answer their questions but not in the absence of adopting the plan. He emphasized they have a good document but it doesn't prohibit them from requesting additional information. He stated that the majority of the questions will probably have to do with implementation.

Commissioner Asbate expressed agreement with the possibility of utilizing a number of small developers rather than just one large developer. He commented on the possibility of using the land lease agreements and how the City could protect the banks to assist with the financing.

Mr. Goman commented on the possibility of the City being the guarantor and what the risk would be to the City.

Commissioner Asbate explained his thought that the City doesn't take over a mortgage but works to get a replacement such as in the case of a hotel.

The Commission discussed utilizing multiple developers instead of just one overall developer and the City retaining more control over use of the property.

Mayor Hawkins asked Commissioners to be thorough but brief as they go through the plan.

Commissioner Asbate referenced page 34 of the Master Plan regarding government-owned land. He expressed concern about the need to have the infrastructure in place.

Commissioner Lee asked if what is in the plan regarding parking would affect the parking at City Hall.

Commissioner Asbate discussed targeted areas for parking and noted that in most cities the parking is on the outer boundaries not right in the downtown. He stated the Commission needs to determine where they would want to see parking. He suggested having multi-level parking on the City property adjoining the former Lake Mechanical property, something near the library and adding to the existing City garage. He stated his understanding that the current garage was built to be expanded.

Commissioner Lee indicated that is not true; however, they could demolish the existing garage and build what is needed.

Vice Mayor Ashcraft recommended they have parking incorporated into each lot rather than providing separate parking.

Mr. Goman stated it is important to incorporate parking on the property for the use. He added there is no one perfect use. He suggested some on-street parking with pocket parks for parking and then look at parking structures as a last resort.

Vice Mayor Ashcraft noted the need to consider event parking as well with Mr. Goman commenting on older parking regulations and citing the need for "shared" parking. He then commented on some residential communities that have no parking and are intended to be sold/leased to people who walk or bike to work.

The Commission discussed paid parking with a consensus that they do not introduce paid parking.

Further discussion was held regarding the need to plan regarding parking and how other cities experienced growth and then had no available parking. It was noted that parking would be needed for both a hotel and the expanded community center.

Derek Wallace from G3C2 was asked by the Commission to discuss parking options. He stated recommended creating 500 spaces, although the master plan calls for 190 downtown parking. He noted that parking was strictly for the housing, not event attendees. He noted they can design anything that works for the City.

Discussion was held regarding the City's downtown parking needs with Commissioner Asbate citing page 140 in the master plan as well as cost for providing parking.

The Commission asked approximately how many vehicles are currently parking on the three Waterman lots with Mr. Carrino indicating the estimate is 175 vehicles.

Austin Gunther from G3C2 stated the master plan says there are 190 parking on the three lots and that the developer should provide 220 once it is developed. He indicated he did not believe that is enough to take care of what is being taken away and does not take into account the events and other development.

Commissioner Asbate asked about the cost per space for a parking garage with Mr. Gunther responding that the previous estimate was \$21,000 per space for a three-story garage. Commissioner Asbate indicated that estimates he had heard recently were \$30,000 to \$35,000 per space. He added that at \$30,000 a 500-space garage would cost \$15 million.

Mr. Wallace stated that 200 of the spaces would be included in the development itself with another 300 placed throughout the downtown. He indicated the Commission had stated they do not want to put a garage on that lot.

The Commission discussed the need to plan out the parking and previous discussions regarding parking for the various uses including the hotel. It was suggested to create the parking incrementally.

Mr. Goman discussed adopting the master plan with parking as a major focus with the general guidelines laid out for surface parking and suggested they provide parameters such as limits on lot sizes. Commissioner Ashcraft asked if smaller parking lots scattered around would be preferable and cheaper than a garage with Mr. Goman concurring.

The Commission commented on parking in Winter Garden, their use of a parking garage and balancing the use of a garage and smaller lots plus how to pay for that.

Mr. Goman urged the Commission to avoid getting lost in the weeds in trying to tweak the master plan. He indicated general guidelines provide more flexibility. He stated each development needs to provide parking for their own uses.

Further discussion was held regarding parking with Mr. Carrino indicating the cost for the parking would be a combined approach with the City responsible for some and developers responsible for providing parking for uses such as the hotel. He added that the financing of parking will be a combination of public and private and the market will dictate a combination of public and private lots. He stated it will require some planning and coordination between the City and the private sector to make that work.

Mr. Goman recommended they have staff develop some general guidelines for parking. As a project comes in, they are going to insist on parking dedicated to them either as a garage or a surface lot. He stated they need to say that each use as its planned shall incorporate adequate parking based on the guidelines. He commented on how financing for that could be obtained.

Further discussion was held regarding recent parking issues with Commissioner Holland noting that the pricing and funding need to include the cost of providing a shuttle service. Discussion was held regarding whether they want a parking garage on either of the downtown lots.

The Commission asked if a downtown parking study was conducted with Mr. Carrino responding has been a while since the City did a parking analysis. He indicated that, prior to the City purchasing the Waterman site, the City was in the process of working with parking garage developers to build a garage on the former Lake Mechanical site. He explained that a parking analysis includes where there is public and private parking. He stated an analysis of the downtown would be that there is a lot of parking in downtown. He noted Grove Square has a lot of parking but it is private. He added that they will do a block by block analysis to show where it is deficient.

Mr. Carrino indicated he had a parking report that was conducted prior to him joining the City. The Commission asked to have a cost for conducting a parking study. It was a consensus of the Commission that parking needs to be a primary focus and needs to come first.

The Commission discussed design standards for the downtown beginning on Page 41. Mr. Carrino explained there are basic design standards. He stated staff could develop and implement new standards; however, the need is for property the City doesn't own. He added that if the City doesn't own a property, they have no control over its design except for the City's regulations and design standards. He noted that the City has control over the design standards for the Waterman site due to owning it. He added they could incorporate design standards into any development or pre-development agreement. He commented that you would not normally incorporate design standards into a master plan. They would incorporate them into the land development regulations. He stated they are not needed for the Waterman site due to the City owning it.

Mr. Goman cautioned the Commission on having too in-depth guidelines as they may deter interested developers. He added that having too proscriptive standards makes the area look all the same. He further commented on the pros and cons of design guidelines.

Further discussion was held regarding development of design guidelines, not incorporating them into the master plan and how detailed the guidelines should be. It was noted how the guidelines might affect existing buildings that need to be renovated.

Commissioner Lee commented on the need for new vision and ideas. She suggested traveling to other communities to see how they look.

Discussion was held regarding direction for staff and how they would like the downtown area to look. It was suggested they consider expanding the Central Business District. It was a consensus of the Commission for staff to work on developing some design standards with Mr. Carrino suggesting it probably would require the use of an outside consultant.

Mike Lane, Development Services Director, stated he would bring back to the Commission the existing design guidelines with graphics so they can see what the City already has and they can provide direction. He confirmed that would include investor-owned properties.

Commissioner Asbate cited page 50 of the Master Plan and explained the difference between market-driven versus market driver. He stated the City has fallen behind and emphasized his vision for the City. He indicated he would like to see the City be a market driver.

Mr. Carrino commented that market driven is to be realistic and the developer needs to be able to finance what they are going to build. He agreed that they do want to push the boundaries of the market. He cited a community where a developer built a product that did not exactly fit in the market; however, it leased up more quickly than expected. He agreed they don't want the market to drive Eustis but they want to drive the market. He indicated that whatever is built needs to be based on the market reality.

RECESS FOR LUNCH: 11:42 A.M. RECONVENE: 12:19 P.M.

Commissioner Asbate referred to Page 50 of the Master Plan. He cited the paragraph which states "The size and role of the Downtown Study Area does not lend itself to large-scale development as an effective means of driving new demand to the market." He noted predominant opportunities listed of the hotel/event space, retail/restaurants, and residential. He expressed concern regarding the possible number of residential units which might drive down the market price. He noted the number of vacancies that already exist in the downtown apartments.

Vice Mayor Ashcraft stated that another analysis indicated that when Jerry and Derek did their analysis, they said the residential needs to come first to provide a draw to the downtown besides just a hotel.

Mayor Hawkins stated that all of the entities that presented to the Commission, from Atrium to G3C2, have said the residential needs to come first.

Commissioner Asbate again noted the vacancies in the brand new apartment building and the difference with the Master Plan.

Commissioner Lee agreed with prioritizing the hotel. She noted all of the activities the City is pursuing and questioned where the people who come to town for those activities would stay. She added that the downtown also needs an art gallery and something pertaining to technology.

Mr. Goman discussed the interest in revitalizing the downtown and stated that the anchor for that is now frequently residential development. He explained the residential spurs growth with quality amenities and upscale development. He referenced other projects his company has worked on and their experience with another client and the impact on the community which resulted in more development in adjacent areas. He stated a drive time analysis might be helpful.

Commissioner Asbate expressed further concern about residential development in the downtown. He cited the need for walkability in the downtown, the hotel and retail as stated in the Master Plan. He indicated that farther out in the downtown would be more appropriate such as is being constructed near the library.

Mr. Goman responded that developing the commercial side, such as the arts and entertainment and food and beverage, will require residents with income.

Commissioner Holland stated Eustis has become a bedroom and hospitality community; therefore, they need to rely on the plane basin, boating, Trout Lake and similar activities to draw people into the community. He added they need quality restaurants, entertainment and walkability to draw people to the downtown.

Mayor Hawkins stated that if they build for people to live downtown then the businesses will survive and the downtown will grow.

Mr. Goman explained that is how communities have rebuilt themselves by strengthening the residential density within the downtown area and that attracts the key uses of arts and entertainment, food and beverage.

Further discussion was held regarding surrounding communities, how to rebuild the downtown, the affect in the past from the moratorium, slowing the growth to the east and concentrating on the downtown.

Discussion was held regarding whether to put residential or commercial development first with Commissioner Holland stating it has to be a mix.

Vice Mayor Ashcraft suggested doing both at the same time. Allow one developer work on residential and another work on a commercial project. He commented on the amount of sailing activity and stated those people who come to Eustis for the sailing are staying in Mount Dora and in Air BnB's.

Commissioner Asbate recommended putting apartments on the outskirts of the downtown with commercial and the hotel within the downtown. He emphasized the need for jobs.

Further discussion was held regarding the placement of residential and commercial within the area.

Mr. Goman stated the Master Plan works for the City of Eustis and the market will dictate the progress of development. He stated his belief that the market demand analysis has underestimated the ability of Eustis to attract investment capital for a number of higher quality uses. He agreed that they can move forward with residential and commercial simultaneously. It was noted that the downtown is also a Commercial Historic District.

The Commission discussed having G3C2 bring back different concepts for them to review and discuss.

Mr. Goman stated that most hotel developers will not come in until they already have traffic counts and density. He said that increasing the residential will drive growth of the commercial development - arts and entertainment, food and beverage. He emphasized they have to have activity and users before they come in.

Mr. Wallace concurred that a hotel would not be attracted at that time.

Further discussion was held regarding what needs to come first, how to spur the additional development and what direction to provide to staff.

Commissioner Holland recommended adopting the master plan at the next meeting and then discuss the issues at a number of small meetings.

Discussion was held regarding scheduling additional workshops. Commissioner Asbate summarized future possible topics as activation of the waterfront, hotel, retail restaurants, itemizing and identifying the properties, and secondary residential.

CONSENSUS: It was a consensus of the Commission to have the Master Plan on the next agenda for adoption.

Discussion was held regarding scheduling another workshop with Mayor Hawkins recommending that they just add 30 minutes to each Commission meeting so they can discuss additional questions.

Mr. Carrino stated they need to schedule a formal presentation from G3C2 following adoption of the master plan.

Mayor Hawkins recommended adding two months to the G3C2 schedule due to lack of direction from the Commission.

Discussion was held regarding extending the timeframe with Commissioner Asbate expressing concern regarding the exclusivity clause.

Mayor Hawkins expressed opposition to removing the exclusivity.

Vice Mayor Ashcraft stated that Eustis needs to keep its word and Commissioner Holland agreed.

Sasha Garcia, City Attorney, stated the agreement is for development of all three lots and they cannot make them or anyone else a preferred developer. She stated either the agreement continues as is or the Commission can extend the agreement.

Discussion was held regarding whether or not to extend the agreement and whether or not to re the exclusivity.

CONSENSUS: It was a consensus to extend the end date by two months.

2. Workshop Item with Discussion and Direction: Trout Lake Nature Center

Kathy Catasous, Trout Lake Nature Center President, reported on a trip they took along with City staff to the Oakland Nature Preserve. She explained that the Nature Preserve and the Town of Oakland have had a partnership since approximately 1997. She commented on the possible benefits to the City of Eustis from a partnership with Trout Lake Nature Center. She noted that it would provide a tourist attraction for the City. She stated the Center has been there since 1988. She cited the benefits to Trout Lake from the partnership including health insurance for their employees, grant funding opportunities, maintenance and janitorial services from the City and assistance with promotional activities.

Mayor Hawkins stated he sits on the Trout Lake Nature Center Board and commented on the benefits to the City to have a partnership with Trout Lake.

Ms. Catasous noted they currently have three full-time staff for which they are requesting benefits. She indicated part-time staff and volunteers would not receive benefits.

Mayor Hawkins confirmed their fundraising and building campaign would continue regardless of the relationship with the City.

Eileen Tramontana, Executive Director, stated they have a total of 230 acres with 189 acres of dry land. She reported they have approximately 20,000 visitors per year and in February they had 1100 visitors. She noted they do provide information to the City regarding their events. She commented on issues they have hiring staff when they have no benefits to provide. She added that about 45% of their visitors come from out of the area.

Mayor Hawkins asked if the Nature Center is having difficulty making ends meet with Ms. Tramontana agreeing and noting that the City has provided a grant to the City previously. She commented on the availability of additional grant funding if they have a partnership with the City that they can't qualify for now.

Ms. Tramontana noted that the City does own a portion of the Trout Lake property noting there is a conservation easement.

Mr. Carrino indicated that there are two 40 acre parcels in the conservation easement and a third parcel that is approximately 35 acres.

Mayor Hawkins asked about their other funding with Ms. Catasous stating that the Oakland Nature Preserve still receives funding from all of its other contacts.

Mayor Hawkins explained he attended the trip to Oakland as a member of the Nature Center Board not as the Mayor.

Commissioner Lee expressed concern with providing health insurance to the Center's employees and other agencies asking for the same.

Ms. Tramontana commented on how the Oakland partnership evolved and how they are now paying the top two Preserve salaries. She noted that the suggestion did come up previously when Bob Morin was on the Commission.

Commissioner Holland expressed support for the Nature Center noting that he also had some concerns. He added that the City already has areas that it needs to improve but it doesn't have the

staff. He noted that the City already has employees that can qualify for food stamps. He indicated they would need to look at the suggestion.

Further discussion was held regarding the value of Trout Lake Nature Center, how the City could assist them, extension of the North Lake Nature Trail, the need for conservation, the possibility of a partnership assisting with applying for grant funds for the trail system, funding demands the City already has, the expansions planned at the Nature Center, whether or not the Commission could go to Oakland as a group, holding a workshop at Trout Lake, how the City could help the Nature Center raise more money, and the School Board becoming more involved with the Nature Center.

It was suggested that staff work with Trout Lake to bring back something for them to consider.

Ms. Tramontana offered to take individual Commissioners to visit the Oakland Nature Preserve.

Attorney Garcia explained that the G3C2 agreement extension will have to be brought back to the CRA once G3C2 agrees to the extension.

Commissioner Asbate asked about the landmarks that were supposed to be in the agreement with Attorney Garcia stating that was not an item that was included in the revisions.

Attorney Garcia asked about scheduling the Sunshine Law workshop. Discussion was held regarding the scheduling of workshops with a consensus to schedule the workshop on the eastern utilities for 4:00 p.m. on May 15th.

Attorney Garcia explained the purpose of the Sunshine Law workshop to include issues other than just ethics and Sunshine Law. She indicated she would try to redo her schedule so they could do that one on May 1st at 4:00 p.m.

Mr. Carrino indicated he was still working on dates in July for budget workshops as well as a joint workshop with the Code Enforcement Board and one with the Eustis Housing Authority.

Commissioner Holland commented that they just need to have a quorum, if someone can't come, that's OK.

3. Adjournment: 1:54 P.M.

**These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to www.eustis.org and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording of the meeting can be obtained from the office of the City Clerk for a fee.*

CHRISTINE HALLORAN
City Clerk

WILLIE HAWKINS
Mayor/Commissioner



City of Eustis

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

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: May 1, 2025

RE: Recognition of Miss Eustis Winners 2025

Introduction:

The Events Department will recognize the Miss Eustis Winners:

1. Tiny Miss Eustis – Kensley Watson
2. Little Miss Eustis – Violet Doerfler
3. Junior Miss Eustis – Riley Ward
4. Teen Miss Eustis – Reagan Ward
5. Miss Eustis – Lauren Guiffre
6. Miss Georgefest – Jada Carter

Prepared By:

Carl Saenger, Events Coordinator

Reviewed By:

Tom Carrino, City Manager



City of Eustis

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

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: May 1, 2025

RE: Proclamation for Building Safety Month

Introduction:

The Building Department will be presented with a proclamation for Building Safety Month.

Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity.

Prepared By:

Christine Halloran, City Clerk

Reviewed By:

Tom Carrino, City Manager



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: May 1, 2025

RE: Resolution Number 25-08: Approving the Coolidge Street Stormwater and Roadway Engineering Services Change Order in Excess of \$100,000

Introduction:

Resolution Number 25-08 approves a change order in excess of \$100,000 for the Coolidge Street Stormwater and Roadway Engineering Services and authorizes the City Manager to execute all related agreements.

Background:

The City contracted Kimley-Horn in 2023 to provide engineering services for the Coolidge Street Stormwater and Roadway project. The services outlined in the initial proposal are nearing completion, and the City is requesting three additional tasks from Kimley-Horn for assistance with the next stages of the project. The additional tasks are outlined as follows:

- Bidding and Award Services (\$12,190): Kimley-Horn will assist the City with the bidding and award phase of the project by providing the City with a copy of the contract documents to be issued to bidders. Kimley-Horn will also attend one (1) pre-bid conference.
- Grant Administration (\$36,560): During the construction phase, Kimley-Horn will provide grant administration services to assist the City with grant funding compliance requirements including coordination with Grantor and City, reporting and reimbursement requests, reviewing cost eligibility in accordance with the awarded contract, and records management.
- Construction Phase Services (\$55,800): Kimley-Horn will provide construction phase services including pre-construction, progress, and completion meeting attendance, shop drawing reviews, up to eight (8) request-for-information responses, one (1) as-built drawing review, and SJRWMD certification submittal.

The total cost of the change order is \$104,550.

Recommended Action:

Staff recommends approval of Resolution Number 25-08.

Policy Implications:

None

Budget/Staff Impact:

The approved Fiscal Year 2024-2025 budget has allocated funds of \$3,600,100 for the Coolidge Roadway and Stormwater Project as shown below:

001-8600-541-60-50	Rosenwald Gardens/Coolidge	\$3,600,100
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Business Impact Estimate:

N/A

Prepared By:

Olivia Luce – Administrative Assistant, Public Utilities

Reviewed By:

Greg Dobbins – Deputy Director of Public Utilities

Attachments:

Resolution Number 25-08

Available Upon Request

Kimley-Horn Proposal

RESOLUTION NUMBER 25-08**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING THE COOLIDGE STREET STORMWATER AND ROADWAY ENGINEERING SERVICES CHANGE ORDER IN EXCESS OF \$100,000.**

WHEREAS, the City's approved Fiscal Year 2024-2025 Capital Improvement Budget includes funds for the Coolidge Street Stormwater and Roadway Project; and

WHEREAS, the additional services provided by Kimley-Horn will assist the City in moving forward with the construction phase of the project; and

WHEREAS, the total cost of the additional services provided is \$104,550, requiring a Change Order; and

WHEREAS, City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$100,000.

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

- (1) The City Commission hereby approves a change order in the amount of \$104,550; and
- (2) The City Commission hereby authorizes the City Manager to execute all agreements and contracts associated with the approved purchase; and
- (3) This resolution shall become effective immediately upon passing.

DONE AND RESOLVED, this 1st day of May 2025, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 1st day of May 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No.:

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-08 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 Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



Eustis Police Department

51 E. Norton Ave., Eustis, FL 32726 (352) 483-5400

Road Patrol Division

TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager
Craig Capri, Chief of Police

DATE: May 1st, 2025

RE: Resolution Number 25-30: School Resource Officer (SRO)

Introduction:

Resolution Number 25-30 authorizes the Mayor and the Chief of Police to accept and utilize funds in the amount of five hundred sixty-nine thousand, seven hundred eighty-three dollars and ninety-six cents (\$569,783.96) for services of the five (5) SROs 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 commencing on the 1st day of September 2025. 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. The agreement will strengthen community relations in and around the City of Eustis by allowing Eustis Police Officers to interact with students, parents, school administration, and a host of other people while simply safeguarding our schools within the city.

Recommended Action:

The administration recommends approval of Resolution Number 25-30.

Background:

The School Board of Lake County, Florida has agreements with many municipal police agencies within Lake County, Florida where the Lake County Sheriff's Office does not employ their School Resource Deputies. All the agreements are standard with only the amount being paid by the school board is different due to salary ranges from other municipal agencies.

In previous years, the Eustis Police Department had School Resource Officers in our local schools; however, they were replaced by Lake County Deputies due to funding abilities of the City of Eustis.

Having Eustis Police Officers in our schools gives us the ability to earn trust and build positive relationships, while working on strengthening our community.

Community Input:

There has been no specific community input associated with this resolution.

Budget/ Staff Impact:

The SCHOOL BOARD will pay the **City of Eustis** the sum of (\$569,783.96) for services of the five (5) SROs 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 commencing on the 1st day of September 2025. Invoices shall be paid by the SCHOOL BOARD within fifteen (15) days of receipt. The police department's general fund will be needed to cover any differences for two months' salary.

Prepared By:

Captain Kenneth Toler, Eustis Police Department

Reviewed By:

Craig A. Capri, Chief of Police
Tom Carrino, City Manager

RESOLUTION NUMBER 25-30

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING AN AGREEMENT WITH THE SCHOOL BOARD OF LAKE COUNTY, FLORIDA, PERTAINING TO THE PROVISION OF SCHOOL RESOURCE OFFICERS FOR 2025-2026.

WHEREAS, it has been shown that the presence of law enforcement personnel, known as School Resource Officers, enhances the safety and security of students on school campuses as well promotes positive relationships between youth and law enforcement; and

WHEREAS, the School Board of Lake County (School Board) is seeking five 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 City of Eustis is willing to place five (5) City of Eustis Police Officers – one each at; Eustis Elementary, Eustis Heights Elementary, Eustis Middle School, Eustis High School Curtright Campus, and Eustis High School Main Campus;

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of the City of Eustis that the attached Interlocal Agreement with the School Board of Lake County is hereby approved for a one-year term to begin August 11th, 2025, and run through the last day of school for students in May 2026.

DONE AND RESOLVED this 1st day of May 2025, in regular session of the City Commission of the City of Eustis, Florida.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 1st day of May 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

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

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 25-30 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 [2025-2026]**

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 11th day of August 2025 through the last day of school for students in May 2026.

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 2025 for services rendered beginning August 11, 2025 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.

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. 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.

16. 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.

17. 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: _____
Tyler Brandeburg, Chairperson

Date: _____

Approved as to form:

Attest: _____
Diane S. Kornegay, Superintendent

School Board Attorney

“LAW ENFORCEMENT AGENCY”

CITY OF EUSTIS, FLORIDA

By: _____
Willie Hawkins, Mayor

Date: _____

Approved as to form:

Attest: _____
Signature / Title

City of Eustis Attorney

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: Tom Carrino, City Manager

DATE: May 1, 2025

RE: Explanation of Ordinances 25-03, 25-04 and 25-05 Explanation of Ordinances For Annexation of Parcels with Alternate Keys 1097070 and 1094712

Ordinance Number 25-03: Voluntary Annexation
 Ordinance Number 25-04: Comprehensive Plan Amendment
 Ordinance Number 25-05: Design District Assignment

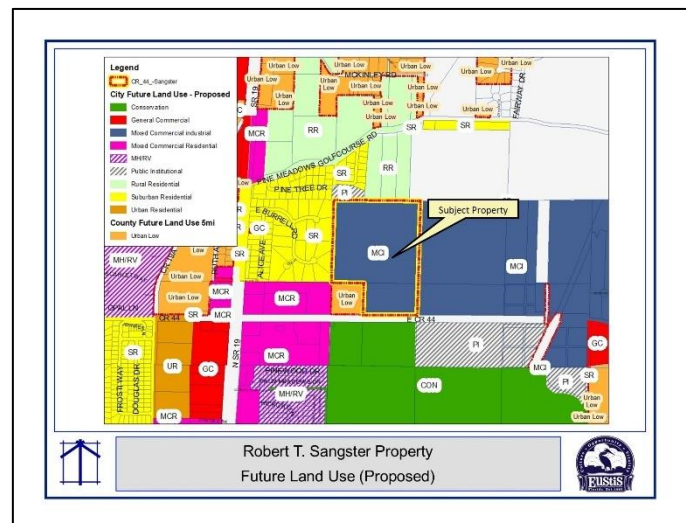
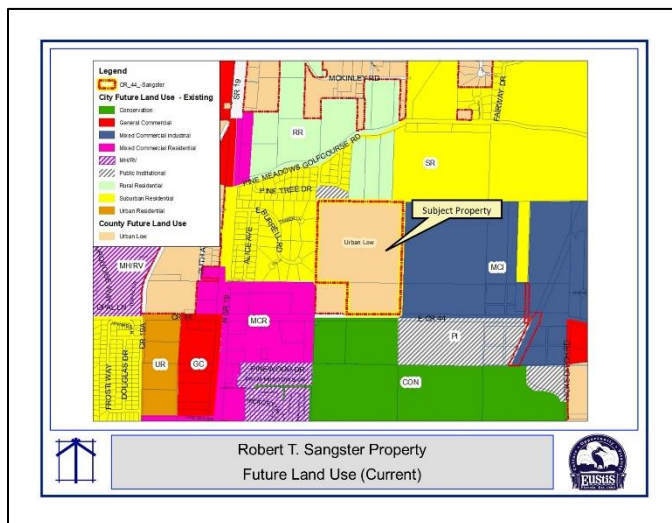
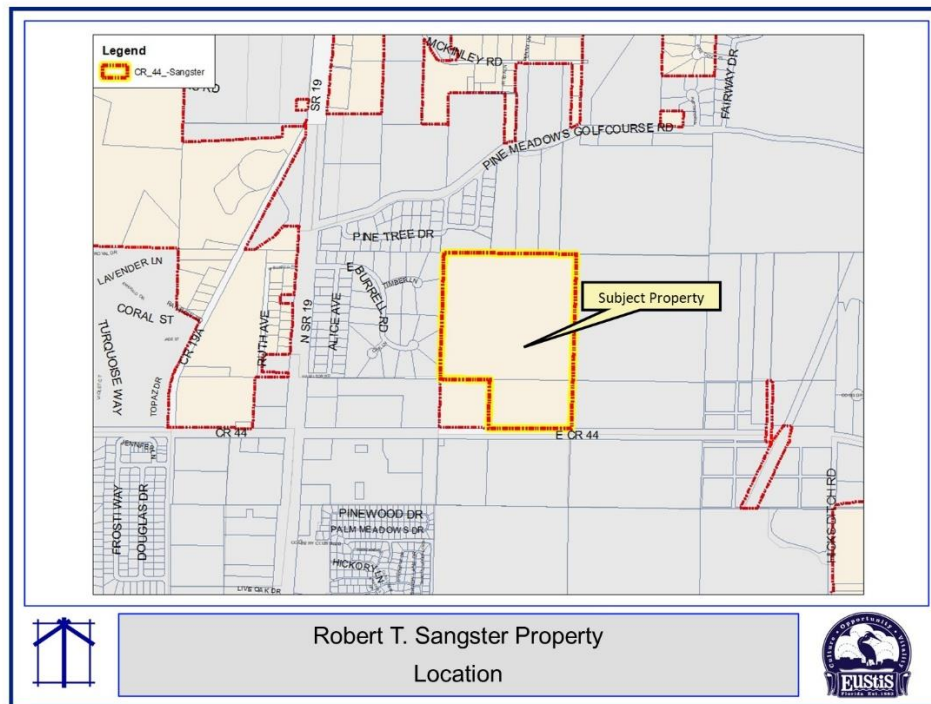
SECOND READING
 Ordinance Number 25-03: Voluntary Annexation of Parcels with Alternate Keys 1097070 and 1094712

Introduction:

Ordinance Number 25-03 provides for the voluntary annexation of approximately 49.5 acres located north of County Road 44 and east of State Road 19. Provided the City Commission approves annexation of the subject property, Ordinance Number 25-04 would change the future land use designation from Urban Low in Lake County to Mixed Commercial Industrial (MCI) in the City of Eustis. If the City Commission denies Ordinance Number 25-03, there can be no consideration of Ordinance Numbers 25-04 (2025-CPLUS-01) and 25-05 (2025-DD-01 - Design District Assignment).

Background:

1. The site consists of two parcels, encompassing approximately 49.5 acres, located north of County Road 44 and east of State Road 19, within the Eustis Joint Planning Area.
2. The site is entirely contiguous with the City on all sides.
3. The current Lake County land use designation for the site is Urban Low (allowing 4 dwelling units per acre). However, if Ordinance Number 25-04 is approved, the designation will be changed to Mixed Commercial Industrial (MCI) within the City of Eustis.
4. The parcels are currently vacant and undeveloped, featuring pole barns.
5. The County Zoning for the property is R-6 (Urban Residential), which permits medium-density single-family and multi-family development under Lake County Urban Residential Zoning regulations.
6. The applicant seeks the MCI (Mixed Commercial/Industrial) land use designation to support a combination of warehousing and commercial vehicle parking activities.



Surrounding properties have the following land use designations:

Site	Vacant	Urban Low (Lake County)	N/A
North	Single-family residential	SR and RR	Rural Neighborhood
South	Trout Lake Nature Center	CON	Conservation
East	Vacant	MCI	Suburban Corridor/Rural Neighborhood
West	Single-Family residential	SR	Rural Neighborhood

Applicant's Request

The applicant, Robert T. Sangster, has filed an application for annexation and the assignment of a future land use designation and design district within the City of Eustis.

The property currently holds a Lake County land use designation of Urban Low and a zoning classification of R-6 (Urban Residential). Under Lake County regulations, these designations permit multi-family development at densities of up to 4 dwelling units per acre, as well as professional services and limited commercial activities.

The applicant is seeking a Mixed Commercial/Industrial (MCI) land use designation within the City of Eustis. This designation allows for a maximum Floor Area Ratio (FAR) of 2.5 and permits most commercial uses. However, industrial type uses typically require conditional use approval from the City Commission.

The requested MCI designation aligns with the land use designations of neighboring properties.

Analysis of Annexation Request (Ordinance Number 25-03)

1. Resolution Number 87-34 – Joint Planning Area Agreement with Lake County:

“The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law.....The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

The subject property lies within the Joint Planning Area and has access to urban services with sufficient capacity to support future development, aligning with the requested MCI future land use designation.

2. Florida Statutes Voluntary Annexation - Chapter 171.044(1):

“The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”

The Joint Planning Area boundaries outline a compact region where the City can deliver services efficiently and effectively. The subject property is located within this planning area, sharing contiguity with the City limits on the northern, southern, and eastern sides, as well as part of the western side. Additionally, the owner has submitted a petition for annexation.

3. Florida Statutes Voluntary Annexation - Chapter 171.044(2):

“...Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town...”

The department issued a notice regarding this annexation in the Daily Commercial, as required, on April 7, 2025, and again on April 13, 2025.

4. Florida Statutes Voluntary Annexation - Chapter 171.044(5):

“Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

The annexation of the subject property does not result in the creation of an enclave.

5. Florida Statutes Voluntary Annexation - Chapter 171.044(6):

“Not fewer than 10 days prior to publishing or posting the ordinance notice required under subrule 6.1(2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located...”

The department provided notice to the Lake County Board of County Commissioners on March 21, 2025.

Analysis of Comprehensive Plan/Future Land Use Request (Ordinance Number 25-04)

In Accordance with Florida Statutes Chapter 163.3177.9.:

Discourage Urban Sprawl:

Primary Indicators of Sprawl:

The future land use element, along with any amendments to it, should aim to prevent the spread of urban sprawl. The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The assessment of these indicators will involve analyzing the plan or plan amendment in the context of the distinctive features and characteristics of each locality to determine whether the plan or amendment meets the criteria.

Review of Indicators

1. Low Intensity Development:

Encourages, permits, or allocates significant portions of the jurisdiction for development characterized by low intensity, low density, or single-use purposes.

The subject property is located within the Joint Planning Area. Urban services of adequate capacity are available to serve future development, consistent with the requested MCI future land use designation.

2. Urban Development in Rural Areas:

Encourages, permits, or allocates extensive urban development in rural areas far from existing urban centers, while neglecting available and suitable undeveloped lands for development.

This indicator does not apply. The subject properties are located in a corridor with a mixture of uses, including MCI designations and residential and commercial uses to the west.

3. Strip or Isolated Development:

Encourages, permits, or allocates urban development in radial, strip, isolated, or ribbon formations that typically extend outward from established urban areas.

This indicator is not relevant, as the site is bordered by residential development to the north and west, mixed commercial/industrial designations to the east, and a conservation area to the south.

4. Natural Resources Protection:

Does not sufficiently safeguard or preserve natural resources, including wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge zones, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other vital ecological systems.

The subject property is in a floodplain and does contain wetland areas.

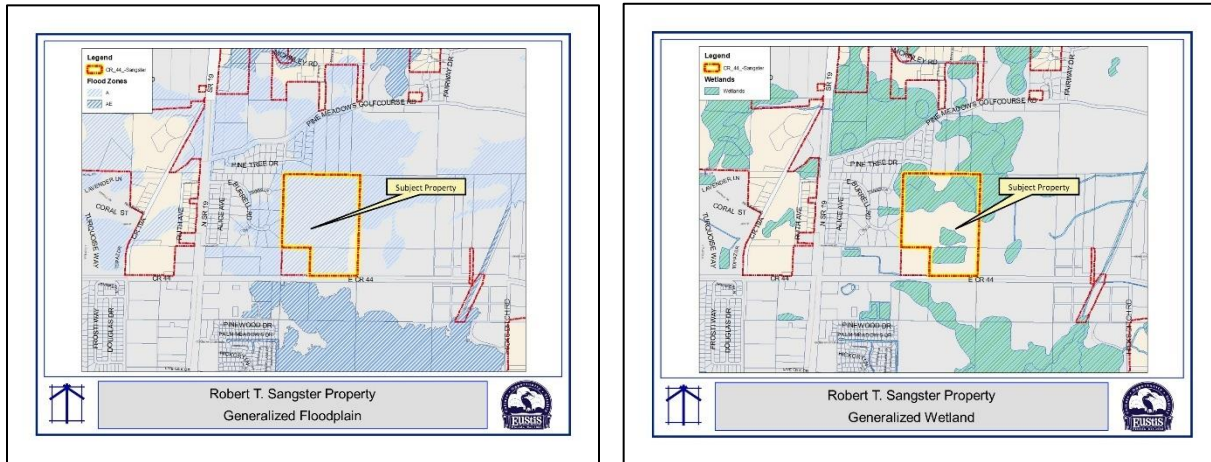
Comprehensive Plan Policy CON 1.4 states that land development shall not be permitted in the 100-year floodplain unless the following criteria are met:

- a. **Public wastewater service is provided. Alternatively on-site waste disposal may be used only where is permissible by state and local agencies having**

jurisdiction and where public sewer service is unavailable and is not in the current 5-year Capital Improvements Plan;

- b. Gross residential development is less than 2 units per acre;
- c. Public water service is provided;
- d. Wetlands and other designated environmentally sensitive resources are not displaced;
- e. Impervious surfaces in a development, including road pavement, are limited to 25%; and

f. There is no net loss of flood storage capacity



5. Agricultural Area Protection:

Does not effectively safeguard nearby agricultural lands and activities, including silviculture, active and passive agricultural and silvicultural practices, as well as dormant, unique, and prime farmlands and soils.

This indicator is not applicable, as the site and surrounding areas do not include active agricultural or silvicultural operations. The location lies within a developed area that is continuing to undergo further development.

6. Public Facilities:

Does not fully optimize the use of current public facilities and services.

This indicator does not apply. City water is available to the property. Development of this parcel will maximize the use and efficiency of City water service. City Sewer is available to the property and will be addressed via the site development process.

7. Cost Effectiveness and Efficiency of Public Facilities:

Permits land use patterns or timing that significantly raise the costs—in terms of time, money, and energy—of delivering and maintaining facilities and services, such as roads, potable water, sanitary sewers, stormwater management, law enforcement, education, healthcare, fire and emergency response, and general government operations.

This indicator is not applicable, as there is adequate capacity to accommodate both existing and future development aligned with the requested MCI future land use designation. The City already provides these services to other properties within the area, which will further enhance overall efficiency.

8. Separation of Urban and Rural:

Does not establish a distinct division between rural and urban land uses.

This indicator is not applicable, as there are no active agricultural activities or uses on nearby properties. The surrounding area is either developed or has development entitlements, featuring a mix of suburban and rural densities and intensities. The mixed-use nature of the MCI land use designation and the Suburban Corridor/Rural Neighborhood design district aligns well with the established development pattern. Environmental constraints on the site may pose challenges to meeting Comprehensive Plan policies for natural resource protection, but these will be addressed during the site plan review process.

9. Infill and Redevelopment:

Hinders or restricts the growth of infill development or the revitalization of established neighborhoods and communities.

This indicator does not apply.

Functional Mix of Uses:

Fails to encourage a functional mix of uses.

This indicator is not applicable. The site is surrounded by a diverse blend of residential and non-residential uses, with MCI designations located immediately adjacent to the east of the subject site. Additionally, a range of other uses, including various commercial establishments and residential properties, can be found within a .25 to .5-mile radius of the subject property.

10. Accessibility among Uses:

Leads to inadequate connectivity between associated or related land uses.

The site constraints and environmental factors on the property may make it difficult to ensure any linkages between related uses. However, these will be reviewed during the review of future development on the property.

11. Open Space:

Leads to the reduction of substantial areas of usable open space.

This indicator is not applicable, as the site lacks functional open space and is not linked to regionally significant open spaces.

12. Urban Sprawl:

The future land use element or plan amendment will be considered effective in curbing the spread of urban sprawl if it adopts a development pattern or urban form that fulfills at least four of the following criteria:

13. Direction of Growth:

Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

The site is adjacent to established urban, suburban, and rural development areas. While environmental constraints may present difficulties in meeting Comprehensive Plan policies

for natural resource protection, these challenges will be addressed during the site plan review process.

14. Efficient and Cost-Effective Services:

Supports the effective and economical delivery or expansion of public infrastructure and services..

Water and Sewer service is available.

15. Walkable and Connected Communities:

Encourages the development of walkable and interconnected communities while supporting compact, mixed-use designs with densities and intensities that accommodate diverse housing options and a multimodal transportation network, including pedestrian, bicycle, and transit systems, where available.

During development, the site must comply with the City's Land Development Regulations concerning connectivity and sidewalks. However, County Road 44, which is not part of the City's infrastructure, currently lacks a sidewalk system, making interconnectivity with existing and future uses a notable challenge.

16. Water and Energy Conservation:

Supports the preservation and efficient use of water and energy resources.

At the time of site development, the property must adhere to City development standards and Florida Building Code requirements, ensuring the use of energy- and water-efficient appliances.

17. Agricultural Preservation:

Safeguards agricultural lands and operations, including silviculture, as well as dormant, distinctive, and high-quality farmlands and soils.

Not relevant; the site and surrounding areas lack active agricultural or silvicultural operations and are located within a fully developed residential zone.

18. Open Space:

Preserves open space and natural lands and provides for public open space and recreation needs.

Open space allocation will be finalized during the site plan review process to ensure the preservation of natural resource features and functions. This assessment will prioritize the protection of wildlife habitats, substantial buffering for natural wetlands and water bodies, and the establishment of greenway corridors.

19. Balance of Land Uses:

Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

The proposed land use allows for both commercial and industrial type uses like those in the east.

20. Urban Form Densities and Intensities:

Offers uses, densities, intensities, and urban forms designed to address and improve existing or planned development patterns in the area that exhibit characteristics of sprawl. Alternatively, it facilitates innovative development approaches, such as transit-oriented developments or new towns, as outlined in s. 163.3164.

Not applicable.

In Accordance with Comprehensive Plan Future Land Use Element Appendix:

All Plan amendment applications addressing the development patterns described and supported within the Plan, including site-specific proposals for changes in land use designations, are

considered a legislative function of local government. If approved, such amendments would be through a legislative act of the City and must be evaluated based on a wide range of generally accepted considerations, including planning, timing, compatibility, and public facility factors as outlined or implied within the Plan's policies. Additionally, each proposed amendment to Map #1: 2035 Future Land Use Map involving a change in land use designation for a specific parcel must undergo a review to identify and evaluate potential significant impacts on the policy framework of the Comprehensive Plan. This review includes, but is not limited to, assessing the effects of the land use change on the Plan's internal consistency and fiscal structure.

Major Categories of Plan Policies:

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the major categories of Plan policies as follows:

1. General Public Facilities/Services:

As Plan policies encompass the continuation, expansion, and initiation of government service and facility programs—such as capital facility construction, each land use designation amendment application must provide a detailed description and evaluation of any Plan programs that could be impacted by the amendment, including effects on the timing and financing of such programs. This evaluation must also address the availability of, as well as the current and projected demand for, facilities and services serving or intended to serve the subject property. The required facilities and services for analysis include emergency services, parks and recreation, potable water, public transportation (if available), sanitary sewer, schools, solid waste, stormwater management, and the transportation network.

a. Emergency Services Analysis:

Eustis emergency services currently provide response coverage to other properties in the surrounding area. Development in line with the MCI future land use designation is not anticipated to significantly affect the operational efficiency of Eustis emergency services.

b. Parks & Recreation:

Not applicable. The proposed MCI land use is non-residential in nature.

c. Potable Water & Sanitary Sewer:

Water and sewer are available to the subject property. Both the water and sewer systems have adequate capacity to serve the development of the property.

d. Schools:

The proposed change should not negatively impact schools as the MCI request is non-residential in nature.

e. Solid Waste:

The City collaborates with Waste Management for solid waste collection, and the company already provides services to properties in the vicinity of the subject site. Adding this property to their service area will enhance efficiency in service delivery.

f. Stormwater:

The Comprehensive Plan and Land Development Regulations include the level of service standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.

g. Transportation Network Analysis:

The proposed non-residential development is expected to have no adverse effects on the existing transportation system. Currently, the adjacent transportation network (SR 44) has sufficient capacity to accommodate the proposed MCR property, even at full development standards, without compromising the adopted level of service.

Prior to the development of the property, site plan approval amongst other approvals will be required. As part of the site plan review, a traffic study will be required to evaluate traffic impacts.

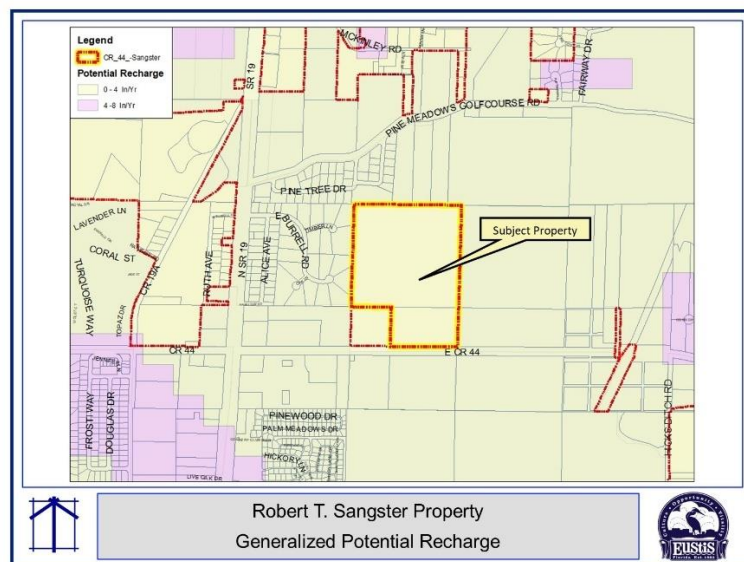
2. Natural Resources/Natural Features:

The Plan's policies include broad regulatory guidelines and requirements aimed at managing growth and safeguarding the environment. These guidelines serve as the basis for assessing the overall alignment of any land use amendment with the Comprehensive Plan. Specifically, each amendment will be reviewed to:

- 1) Identify the presence of groundwater recharge areas;
- 2) Determine whether historical or archaeological sites exist;
- 3) Analyze flood zones and ensure that proposed land uses in flood-prone areas support the ongoing natural functions of floodplains; and
- 4) Assess the suitability of the soil and topography for the proposed development.

a. Groundwater recharge areas:

The site may be within a recharge area, a site-specific geotechnical and hydrologic study will be needed to determine the site-specific impact at the time of development. Source: Lake County Comprehensive Plan 2030 Floridian Aquifer Recharge Map.



b. Historical or archaeological sites:

The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist.

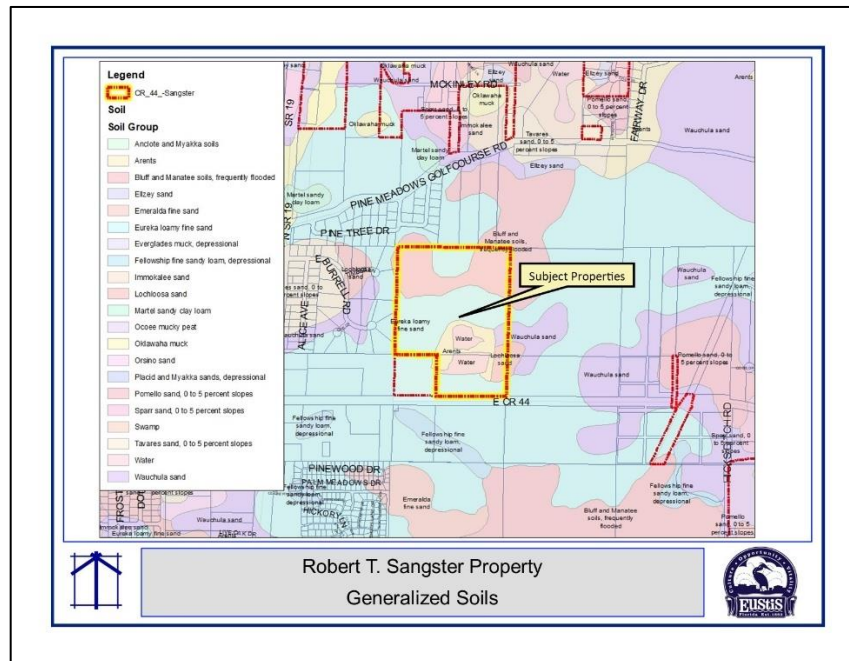
c. Flood zones:

The subject property is impacted by a 100-year flood zone area. Source - Lake County 2012 Flood Zones. Future site development will address this matter during the site plan review process.

d. Soil and topography:

The site comprises a combination of soil types, including Bluff and Manatee soils (frequently flooded), Eureka loamy fine sand, and Arents, all of which are generally poorly drained. Additionally, Lochloosa and Wauchula sands are present along the eastern boundary of the property, and these soils are also typically poorly drained. During the development application process, soils and geotechnical reports will be required as part of the application submissions and for permitting with the relevant state agencies.

Building permit approval must be obtained prior to commencing development. Both the Comprehensive Plan and Land Development Regulations outline standards for the protection of environmentally sensitive lands, which will be applied if conditions at the time of development necessitate such protection.



e. Comprehensive Plan Review:

Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

Existing Land Use According to the Lake County Comprehensive Plan:

"The Urban Low Density Future Land Use Category provides for a range of residential development at a maximum density of four (4) dwelling units per net buildable acre in addition to civic, institutional, commercial, and office uses at an appropriate scale and intensity to serve this category. Limited light industrial uses may only be allowed as a conditional use.

This category shall be located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities. Within this cate

any residential development in excess of 10 dwelling units shall be required to provide a minimum 25% of the net buildable area of the entire site as common open space.

The maximum intensity in this category shall be 0.25, except for civic institutional uses which shall be 0.35. The maximum Impervious Surface Ratio shall be 0.60.”

Proposed Land Use According to the Eustis Comprehensive Plan:

Mixed Commercial / Industrial (MCI)

This land use designation is intended to provide for development of light manufacturing, distribution, corporate office & related commercial and industrial facilities in select high profile locations and in well planned environments.

General Range of Uses: This category accommodates a mix of commercial and light industrial, including but not limited to commercial parking, fast lube/oil change, major vehicle service, commercial neighborhood, retail sales and services, self service storage, vehicle parts and accessories (sales), and sports complexes. Vocational schools and government buildings are also permitted uses.

Maximum Density: Not applicable.

Intensity Range: up to 2.5 FAR subject to restrictions in Section 109-3 of the Land Development Regulations.

Mix Requirements: There are proportional requirements and limitations regarding the amount of residential and non-residential uses allowable in an area designated MCI. For the mixed land use category MCI, the city establishes, and shall monitor on a citywide basis, a mix of uses as follows:

Commercial: Not more than 20% of total MCI acreage

Commercial/Office: Not more than 80% of total MCI acreage

The composition of mix for each proposed development will be determined on a case-by-case basis during the development review process. Specific uses permitted will be monitored by the city to ensure continuity and compatibility with adjacent land uses. Individual properties may develop residentially or commercially, provided that all applicable criteria set forth herein are met.

Special Provisions:

(1) Future amendments to designate areas as MCI may be permitted in undeveloped areas oriented to major highways & other transportation facilities as determined by market demand, and provided that:

a. Mixed Commercial Industrial areas and developments therein will be held to a higher level of community design relative to signage, lighting, landscape materials, and building quality than General Commercial areas; and

b. signage and lighting are limited to maintain the generally semi-rural or high-profile image character of these designated areas.

Comparison of Lake County Development Conditions

The existing Lake County future land use designation of the property is Urban Low, which provides for a range of residential development in addition to civic, commercial and office uses at an appropriate scale and intensity to serve this category. Allowable density and intensity in Urban Low is a maximum of 4 dwelling units per acre and intensity of 0.25 to 0.35 floor area ratio, with the sum of residential density and non-residential intensity not exceeding 100%.

Residential: Lake County limits residential development to 4 du/acre while the MCI would not allow residential.

Proposed Residential Land Uses.

The City shall limit these uses adjacent to incompatible commercial or industrial lands unless sufficient mitigation, such as buffering and setbacks is provided and available, which lessens the impact to the proposed residences.

Not applicable. The proposed use(s) would be non-residential in nature under the MCI designation.

Proposed Non-Residential Land Uses.

The City shall generally not permit new industrial uses to be located adjacent to existing or planned residentially designated areas.

The applicant has stated that the proposed use for the property will be warehousing in the front, with commercial vehicle parking behind the warehouses. The proposed development will be required to provide adequate buffers to reduce impacts on the existing residential development.

1. Transportation:

Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

This potential non-residential development is considered to have no negative impacts on the existing transportation system. Currently, the adjacent transportation network (CR 44) has the capacity to serve the proposed MCI property, even at a maximum development standard, without negatively affecting the adopted level of service.

2. Water Supply:

Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

City water service and other services are available. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

In Accordance with Chapter 102-16(f), Land Development Regulations

Standards for Review:

In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

a. *Consistent with Comprehensive Plan:*

Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan. Future development will be required to mitigate any adverse impacts and adhere to the City's Land Development Regulations.

b. *In Conflict with Land Development Regulations:*

Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

The proposed amendment is consistent with the Land Development Regulations.

c. *Inconsistent with Surrounding Uses:*

The property is consistent with the property to the east along CR 44. Future development will be required to comply with the land development regulations to ensure it is compatible with the surrounding uses.

d. *Changed Conditions:*

Whether there have been changed conditions that justify an amendment.

The applicant seeks to annex the property into the City limits of Eustis, requiring the assignment of a City of Eustis future land use designation and design district. Following annexation, the subject property will benefit from a full range of municipal services, including access to central water. These updated conditions justify a change in the land use designation.

e. *Demand on Public Facilities:*

Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water and sewer services are available and, in close proximity to the site. Adequate capacity is available to serve future development consistent with the requested Mixed Commercial/Industrial future land use designation.

Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

f. *Impact on Environment:*

Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

The site has the presence of the 100-year floodplain and that will be addressed when the future development is ready to move forward.

g. *Orderly Development Pattern:*

Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

The proposed amendment creates an otherwise orderly development pattern on land uses in the surrounding area.

h. Public Interest and Intent of Regulations:

Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations is as follows:

“The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small-town community character and lifestyle.”

The requested designation of MCI land use would provide for orderly growth and development. Future development will be required to obtain proper permission from FEMA and the Water Management District before being approved.

i. Other Matters:

Any other matters that may be deemed appropriate by the local planning agency or the City Commissioners, in review and consideration of the proposed amendment.

No other matters.

Recommended Action:

Development Services has found the proposed annexation, Future Land Use, and Design District designation consistent with the Comprehensive Plan and with the surrounding and adjacent land uses; therefore, it recommends approval of Ordinance Numbers 25-03, 25-04, and 25-05.

Policy Implications:

None

Budget/Staff Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Prepared By:

Kyle Wilkes, Senior Planner

Reviewed By:

Jeff Richardson, AICP, Deputy Director for Development Services

Mike Lane, AICP, Development Services Director

ORDINANCE NUMBER 25-03

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, VOLUNTARILY ANNEXING APPROXIMATELY 49.5 ACRES OF REAL PROPERTY AT ALTERNATE KEY NUMBERS 1097070 and 1094712, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

WHEREAS, Logan Wilson, as the applicant for Robert T. Sangster., the legal owner of record, has made an application for voluntary annexation of approximately 49.5 acres of real property located North of County Road 44 and East of State Road 19, more particularly described as:

Parcel Alternate Keys: 1097070 and 1094712

Parcel Identification Number: 24-18-26-0400-0000-00700 and 35-18-26-0004-000-03500

Legal Description:

Parcel 1

EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

Parcel 2

E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy); and

WHEREAS, the subject property is reasonably compact and contiguous; and

WHEREAS, the annexation of this property will not result in the creation of enclaves; and

WHEREAS, the subject property is located within the City of Eustis Planning Area, and water service is available to the property; and

WHEREAS, on April 17, 2025, the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on May 1, 2025, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately 49.5 acres of real property, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

SECTION 2.

That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

SECTION 3.

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

SECTION 5.

That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 6.

That this Ordinance shall become effective upon passing.

SECTION 7.

That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 1st day of May 2025.

Ordinance Number 25-03
Annexation 2025-A-01
Alternate Keys 1097070 and 1094712

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged, by means of physical presence, before me this 1st day of May 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

City Attorney's Office Date

CERTIFICATE OF POSTING

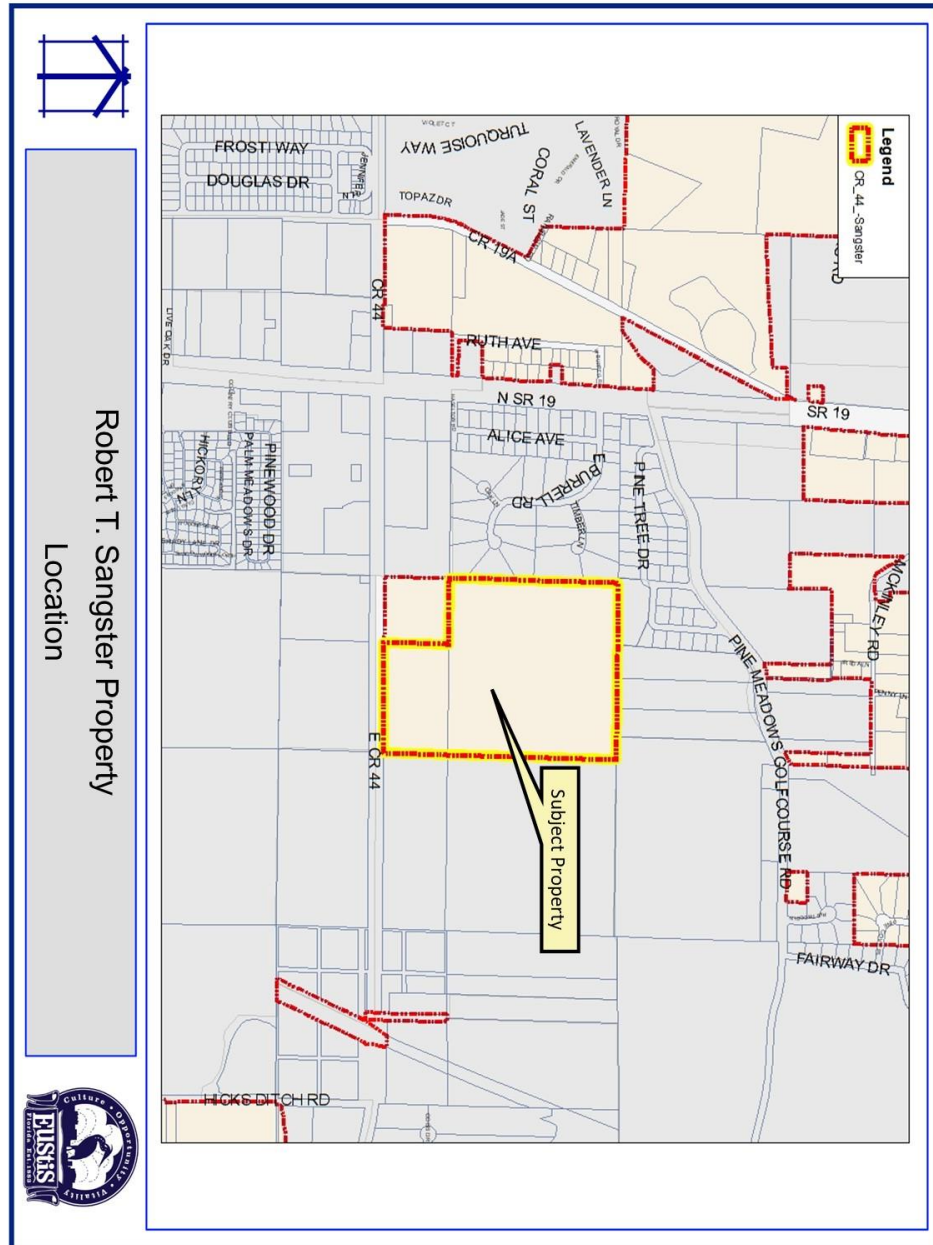
The foregoing Ordinance Number 25-03 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

Ordinance Number 25-03
Annexation 2025-A-01
Alternate Keys 1097070 and 1094712

EXHIBIT "A"

GENERAL LOCATION MAP



Ordinance Number 25-03
Annexation 2025-A-01
Alternate Keys 1097070 and 1094712

ORDINANCE NUMBER 25-04

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 163.3187 F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 49.5 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBERS 1097070 and 1094712, GENERALLY LOCATED NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19, FROM URBAN LOW IN LAKE COUNTY TO MIXED COMMERCIAL INDUSTRIAL IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance Number 10-11; and

WHEREAS, the State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 in Compliance, pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan, in accordance with Chapters 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 49.5 acres of real property located North of County Road 44 and East of State Road 19 (Alternate Key Numbers 109707 and 1094712), and more particularly described herein and as shown in Exhibit "A"; and

WHEREAS, on April 17, 2025, the Local Planning Agency held a Public Hearing to consider the adoption of a Small-Scale Future Land Use Amendment for this change in the designation; and

WHEREAS, on April 17, 2025, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency's recommendation to adopt the Small-Scale Future Land Use Amendment contained herein; and

WHEREAS, on May 1, 2025, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small-Scale Future Land Use Amendment contained herein as Exhibit "A";

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

SECTION 1.

Land Use Designation: That the Future Land Use Designation of the real property as described below shall be changed from Urban Low in Lake County to Mixed Commercial/Industrial (MCI) within the City of Eustis:

Parcel Alternate Keys: 1097070 and 1094712

Parcel Identification Numbers: 24-18-26-0400-000-00700 and 35-18-26-0004-000-03500

Legal Description:

Parcel 1

EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

Parcel 2

E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

(The foregoing legal description was created via optical character recognition from the applicant's PDF submittal and has not been verified for accuracy); and

SECTION 2.

Map Amendment and Notification: That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

SECTION 3.

Conflict: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4.

Severability: That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

SECTION 5.

Effective Date: The effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration

Ordinance Number 25-04
Mixed Commercial Industrial (MCI) Future Land Use (2025-CPLUS-01)
AKs 1097070 and 1094712

Commission enters a final order determining this adopted amendment to be compliant. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by the adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 1st day of May 2025.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 1st day of May 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

Ordinance Number 25-04
Mixed Commercial Industrial (MCI) Future Land Use (2025-CPLUS-01)
AKs 1097070 and 1094712

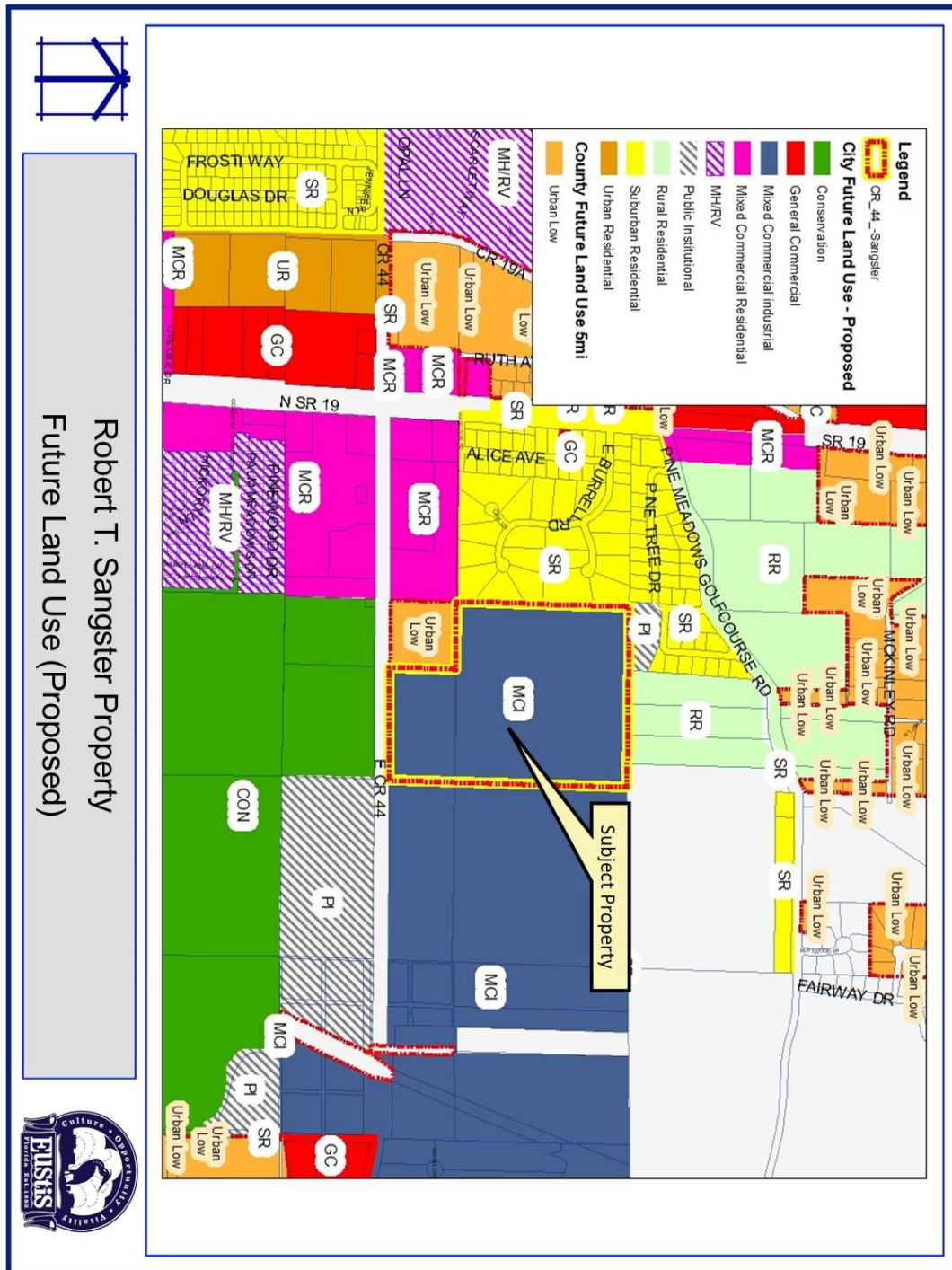
City Attorney's Office

Date**CERTIFICATE OF POSTING**

The foregoing Ordinance Number 25-04 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT "A"



ORDINANCE NUMBER 25-05

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE RURAL NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 40 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY NUMBER 1097070 AND ASSIGNING THE SUBURBAN CORRIDOR DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 9.5 ACRES OF RECENTLY ANNEXED REAL PROPERTY AT ALTERNATE KEY 1094712, NORTH OF COUNTY ROAD 44 AND EAST OF STATE ROAD 19.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance Number 09-33 to assign a Design District designation of Rural Neighborhood to approximately 40 acres of the recently annexed real property further described below, and to assign a Design District designation of Suburban Corridor to approximately 9.5 acres of the recently annexed real property further described below,

WHEREAS, on April 17, 2025, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on May 1, 2025, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS, FLORIDA, HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real property described below, and shown in Exhibit "A", shall be Rural Neighborhood:

Parcel Alternate Key: 1097070

Parcel Identification Number: 24-18-26-0400-000-00700

Legal Description:

EUSTIS MEADOWS 35-18-26 LOTS 7, 8 PB 1 PG 2 ORB 6155 PG 840

That the Design District Designation of the real property described below, and shown in Exhibit "A", shall be Suburban Corridor:

Parcel Alternate Key: 1094712

Parcel Identification Number: 35-18-26-0004-000-03500

Legal Description:

E 825 FT OF SW 1/4 OF SE 1/4 LYING N OF RD ORB 6155 PG 840

(The foregoing legal descriptions for the parcel are from the Lake County Property Appraiser webpage based on the alternate key numbers provided by the applicant. They have not been verified for accuracy)

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon the annexation of the subject property through approval of Ordinance Number 25-03.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 1st day of May 2025.

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

Willie L. Hawkins
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

Ordinance Number 25-05
Rural Neighborhood and Suburban Corridor Design District Assignment
AKs 1097070 and 1094712

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA COUNTY OF LAKE

The foregoing instrument was acknowledged before me, by means of physical presence, this 1st day of May 2025, by Willie L. Hawkins, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

City Attorney's Office Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 25-05 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT "A"

