



AGENDA

City Commission Meeting

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

Invocation: Moment of Silence

Pledge of Allegiance: Vice Mayor Gary Ashcraft

Call to Order

Acknowledge of Quorum and Proper Notice

1. Agenda Update

[1.1](#) City Commission Meeting Agenda Update

2. Approval of Minutes

[2.1](#) Approval of Minutes for March 5, 2026, City Commission Meeting

3. Presentations

[3.1](#) Amazing Race Update

4. Audience to be Heard

5. Consent Agenda

[5.1](#) Resolution Number 2026-14: Approval Amending the FY2025/26 Adopted Budget for the Sales Tax (010), Governmental Grants (018) and Utility Grants Funds (048) to recognize award of FY2025/2026 grants

[5.2](#) Resolution Number 2026-29: Approving a Purchase in Excess of \$100,000 for a Public Utilities Emergency Generator Replacement for Lift Station 38

[5.3](#) Resolution Number 2026-31: Approval Amending FY2025/2026 Adopted Budget for the General Fund (001) to Recognize Receipt of FY2025/2026 Donation from Duke Energy

[5.4](#) Resolution Number 2026-32: Authorizing Multiple Annual Purchases in Excess of \$100,000 for Services Provided by RCM Utilities, Inc. for the Eustis Public Utilities Department

6. Ordinances, Public Hearings, & Quasi Judicial Hearings

[6.1](#) Resolution Number 2026-33: Consideration of Fine Reduction/Release of Lien for 2024 Dixie Avenue, Code Case 11-00088 AND 19-00835

[6.2](#) Resolution Number 2026-34: Legal Action Authorization for 1402 Morin Street, Code Enforcement Case 21-00851, 22-00087, 22-00162, 24-00835 and 24-01020

[6.3](#) Resolution Number 2026-35: Adoption of Resolution Establishing the Surplus Residential Lot and Infill Housing Development Program and Authorization to Issue Request for Proposals

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

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

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

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

6.7 First Reading of Ordinance Number 2026-13: Conditional Use for an Accessory Dwelling Unit at 228 S Center Street (AK 1631157)

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: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: Agenda Update for March 19, 2026 City Commission Meeting

Agenda items associated with W.D. of America and T&S FL Partners have been withdrawn from this meeting to allow for refinement of the public notice and scheduling process. The items will return for consideration at a future meeting following re-advertisement.

Reviewed By:

Miranda Burrowes, Deputy City Manager



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: Approval of Minutes for March 5, 2026, City Commission Meeting

Introduction:

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

Recommended Action:

Approval of the minutes as submitted.

Prepared By:

Anna Rotterdam, Deputy City Clerk

Reviewed By:

Christine Halloran, City Clerk



MINUTES

City Commission Meeting

6:00 PM – Thursday, March 05, 2026 – City Hall

Invocation: Pastor Jay Cochenour, Life Community Church

Pledge of Allegiance: Commissioner George Asbate

Call to Order: 6:01 p.m.

Acknowledge of Quorum and Proper Notice

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

1. Agenda Update

City Manager Tom Carrino noted no agenda update.

2. Approval of Minutes

2.1 Approval of Minutes for February 5, 2026, City Commission Meeting and February 19, 2026, City Commission Meeting

Motion made by Commissioner Holland, Seconded by Commissioner Hawkins to approve both meeting minutes as submitted. Motion passed on the following vote:

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

3. Presentations

3.1 City of Eustis Police Chief's Award to Officer Cody Wade

Police Chief Craig Capri presented the Chief's Award to Senior Detective Cody Wade, recognizing his exceptional contributions to the department. He highlighted Detective Wade's dedication in voluntarily scheduling training sessions, restructuring the IST training schedule for more consistent officer training throughout the year, and frequently providing impromptu training even on his days off. Chief Capri emphasized that Detective Wade's initiative has strengthened overall officer capability and professionalism while boosting morale and fostering a culture of appreciation within the department. In closing, he noted that Detective Wade consistently demonstrates integrity and accountability, voicing concerns when necessary and always advocating for fairness and continuous improvement.

3.2 Powerhouse Youth Project - Presentation by Scott Chevalier

Commissioner Hawkins introduced Scott Chevalier from Powerhouse Youth Project, noting his work in local schools and the positive outcomes he achieves with students.

Scott Chevalier explained that Powerhouse Youth Project began in 1999 in Nashville, Tennessee. It has been in Florida for nine years and has operated in Lake County for five years. The organization currently serves five Lake County high schools with plans to expand to middle school campuses.

He shared concerning statistics about student preparedness, noting that less than thirty percent of high school students nationally believe they are adequately prepared for life after high school, and sixty-three percent of graduates never accomplish what they planned when they graduated. He emphasized that students need "direction beyond the diploma" and must understand their purpose in life.

The program operates through seventeen-week sessions on campus, beginning with "boot camp" to develop new mindsets, goal setting, and overcoming excuses. He shared success stories, including Zoe, a sixteen-year-old pregnant student who became the first in her family to graduate high school, and Josiah, who overcame difficult family circumstances to launch his own mobile car detailing business with mentorship and support from the program.

Concluding, Mr. Chevalier emphasized that every young person has passion and purpose but needs support to achieve their goals, citing S. Truett Cathy's philosophy that "it is easier to build boys and girls than to mend men and women."

4. Audience to be Heard

City Attorney, Sasha Garcia requested comments from the audience at 6:28 pm.

Russel Patton deferred to speak.

Marie Aliberti, representing the Lake Eustis Area Chamber of Commerce, thanked the City Commission and staff for their work on the 124th Annual George Fest. She highlighted the various events including the parade, carnival, Little Miss Eustis pageant, chili and wings cook-off, breakfast, decorating contests, children's bike parade, king and queen crowning, ring drawing, and beverage tent.

Continuing, she praised the city departments including police and fire, and maintenance crews, noting the outstanding entertainment and family activities that created memories and showcased the City of Eustis's spirit.

Bryan Broomfield, a city resident, offered two thank-you messages. First, he commended Police Chief Capri and the Eustis Police Department for stopping an armed individual during the Heritage Festival, preventing what could have been a complete disaster. He also thanked the person who called in the tip, emphasizing the importance of speaking up when seeing something wrong.

Second, he thanked Commissioner Hawkins and the Heritage Committee for recognizing community members who often go unnoticed or are noted for negative reasons, helping to show that everyone contributes to the community.

City Attorney Garcia closed public input at 6:38 p.m.

5. Consent Agenda

- 5.1 Resolution Number 2026-26: Authorizing Award of Bid Number 001-26 to JH Construction, LLC., for the Public Works Administration Building Project and Authorizing Budget Transfers and Approving a Purchase in Excess of \$100,000.00
- 5.2 Resolution Number 2026-28: Approving an Expenditure in Excess of \$100,000.00 for Engineering Construction Administration Services for the Northshore Bridge and Culvert Engineering Project

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

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

6. Ordinances, Public Hearings, & Quasi Judicial Hearings

6.1 Resolution Number 2026-24: Variance for Fence Height and Type for Property located at 2044 E Orange Avenue (after-the-fact)

City Attorney Garcia announced a Resolution of the City Commission of the City of Eustis, Florida, Granting Approval for a Variance to the City of Eustis Land Development Regulations Section 110-5.7 to allow a Six-Foot Barbed Wire Fence at 2044 E. Orange Avenue, Alternate Key 1792941.

Senior Planner Kyle Wilkes presented the after-the-fact variance request for a six-foot barbed wire fence at 2044 East Orange Avenue. The applicant, Andrew Patton of Florida Business LLC, stated that his fence contractor assured him that a barbed wire fence would be permitted as other properties in the area also have barbed wire fences, including the city cemetery. The applicant was cited by code enforcement after installation and sought to remedy the situation.

Senior Planner Wilkes explained that barbed wire fences are only permitted for agricultural uses, conservation land use districts, and general industrial land use districts. However, staff found that barbed wire fences already exist in the area and recommended approval based on findings that there would be no negative effects on the community or public health, safety, and welfare.

Commissioner Asbate disclosed that he owns property adjacent to the west and, while not a fan of barbed wire fencing, he believed it fit the area and that the applicant acted in good faith despite being misled. Mayor Lee noted similar fencing across the street.

City Manager Carrino clarified that approval would only legalize the existing fence and not allow additional fencing or barbed wire.

City Attorney Garcia opened the public hearing at 6:28 p.m. and requested comments from the public.

Russell Patten, speaking for his son Andrew, explained that both he and his son were told by the city that no permit was necessary, and the fence was installed for security after an attempted break-in. He noted that similar fencing exists on neighboring properties.

Timothy Wayne Gladman questioned the necessity of barbed wire and whether it might be considered booby trapping. He suggested it was tacky without proper purpose.

City Attorney Garcia closed the public hearing at 6:33 p.m.

Motion made by Commissioner Holland, Seconded by Commissioner Asbate to approve Resolution Number 2026-24. Motion passed on the following vote:

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

6.2 Resolution Number 2026-27: Interim City Manager's Employment Agreement

City Attorney Garcia announced a Resolution of the City Commission of the City of Eustis, Lake County, Florida, Approving the Employment Agreement between the City of Eustis and Rick Gierok, as set forth in Exhibit "A".

City Manager Carrino briefly presented the employment agreement for Rick Gierok as Interim City Manager, noting that several iterations had been reviewed by the commission.

City Attorney Garcia opened the public hearing at 6:34 p.m. and with no comments being offered she closed the public hearing at 6:34 p.m.

Motion made by Commissioner Asbate, Seconded by Commissioner Holland to approve Resolution Number 2026-27. Motion passed on the following vote:

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

City Manager Carrino requested that Rick Gierok serve as Acting City Manager effectively at the end of the meeting to avoid confusion with staff during his final week, while he would remain present in the office through the following Friday to wrap up projects. The consensus of the Commission was to agree with his request.

6.3 Resolution Number 2026-30: Approval of Purchase and Sale Agreement for Acquisition of Property Located at 21 North Grove Street

City Attorney Garcia announced a Resolution of the City Commission of the City of Eustis, Florida, Approving and Authorizing the Execution of a Purchase and Sale Agreement for the Acquisition of Real Property located at 21 North Grove Street; Finding a Valid Public Purpose; Authorizing the Mayor and City Clerk to Execute the Agreement; Providing for Implementation and Providing for an Effective Date.

City Manager Carrino reported that staff moved quickly to negotiate terms with the property owner following previous discussions with the Commission. Key terms include a negotiated purchase price of \$1,400,000 with a \$70,000 deposit (five percent), a forty-five-day due diligence period with one thirty-day extension if needed, and ninety days to close. The City does have the ability to terminate the contract based on due diligence findings.

The purchase addresses critical space needed as City Hall is "busting at the seams" and requires additional office space. The solid concrete building and two parking lots on Orange Avenue provide long-term value for expanding city operations while maintaining proximity to existing facilities, supporting improved service delivery to residents and businesses

Commissioner Asbate, who participated in the property inspection, praised the building's solid concrete construction and highlighted the value of two parking lots included with the property. He noted the building's location on the city's gateway and its proximity to City Hall.

City Attorney Garcia opened the public hearing at 6:41 p.m. There were no comments offered. She closed the public hearing at 6:41 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft to approve Resolution Number 2026-30. Motion passed on the following vote:

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

6.4 Second Reading of Ordinance Number 2026-05: Burger King Restaurant New Noncompliant Pylon Sign – SR 19 N

City Attorney Garcia announced an Ordinance of the City of Eustis, Lake County, Florida, Approving a Conditional Sign Permit for the Existing Freestanding Sign located at the Burger King Restaurant at 1909 State Road 19 North, Allowing a Maximum Height of 42 Feet and an 89 Square Foot Sign Cabinet; Authorizing the City Commission to Establish Conditions of

Approval at Adoption; Including but not limited to Beautification or Maintenance Commitment; Providing for Conflicts; Providing for Severability; and Providing an Effective Date.

Commissioner Asbate appreciated how the commission transformed something potentially negative into something positive through the approval process with beautification commitments.

City Attorney Garcia opened the public hearing at 6:43 p.m. and with no comments being offered she closed the public hearing at 6:43 p.m.

Motion made by Commissioner Holland, Seconded by Vice Mayor Ashcraft to approve Ordinance Number 2026-05 on second reading. Motion passed on the following vote:

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

6.5 First Reading of Ordinance Number 2026-12: Amendment to the Previously Approved Conditional Use Permit – Additional Emergency Identification Signage for Orlando Health Eustis (15719 U.S. Highway 441)

City Attorney Garcia announced an Ordinance of the City Commission of the City of Eustis, Florida, Amending the Previously Approved Conditional Use Permit (CUP) for the Orlando Health Eustis Campus located at 15719 U.S. Highway 441 to allow additional Building - Mounted Emergency Identification Signs; Providing for Conditions; Providing for Conflicts; Providing for Severability; and Providing for an Effective Date.

Development Services Director Mike Lane presented the request for two new emergency identification signs on the Orlando Health Eustis Campus. The signs would be building-mounted on a rooftop architectural feature, with Orlando Health implementing this change across their entire ER system to make emergency rooms more visible from US Highway 441, which carries 50,500 vehicles daily.

Andrew McCown from GAI Consultants, representing Orlando Health, explained that the architectural feature is integral to the building structure, not just a sign cabinet. Orlando Health has been implementing this red emergency identification feature across their ER system to guide people to physical entrances and make emergency services more visible from a distance.

A few commissioners expressed concerns about setting precedents for tall signage and questioned why the request was not included in the original approval. Commissioner Asbate opposed starting "sign wars" in Eustis and preferred monument signage closer to the road. Vice Mayor Ashcraft worried about creating precedents for bigger signs, while Commissioner Hawkins favored monument signs for better aesthetics.

Commissioner Holland noted that other Orlando Health facilities, including their newest in Lake Mary, do not have similar tall red signs. The commissioners questioned why emergency identification could not be accomplished with monument signage or side-mounted signs.

City Attorney Garcia opened the public hearing at 6:58 p.m.

Timothy Wayne Gladman spoke in opposition, calling the sign terrible and noting it resembled old pharmacy signs, questioning why "Orlando Health" was larger than "Emergency" if visibility was truly the concern.

There being no further public comments, City Attorney Garcia closed the public hearing at 4:00 p.m.

After further discussion, the Commission indicated they would prefer monument signage alternatives and were not supportive of the rooftop signage concept.

Motion made by Commissioner Holland, Seconded by Commissioner Asbate to **deny** Ordinance Number 2026-12 on first reading. Motion passed on the following vote:

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

7. Other Business

7.1 Discussion: City's Evaluation and Appraisal Report (EAR)

Development Services Director Mike Lane reported receiving the objections, recommendations, and comments (ORC) letter from Florida Commerce regarding the city's EAR submission. The state had one objection, because staff forgot to include the capital improvements plan in the original submission, which will be included when the adoption ordinance is submitted. The two advisory comments from DEP regarding wastewater facility analysis were resolved when the consultant clarified that the required information was included in the data and analysis section.

Continuing, he noted that their consultant indicated this was the first comprehensive plan EAR project to successfully navigate the approval process since the passage of Senate Bill 180, with zero previous approvals. The city has one hundred and eighty days from February 9th to complete the adoption process, leaving approximately five months.

The consensus of the commission was to direct staff to proceed with preparing the adoption hearing, which will be a public hearing allowing for community input.

7.2 Discussion: City Commission Attorney

City Manager Carrino and HR Director Karen Crouch presented information about the city's legal services arrangement. The current agreement with Bowen/Schroth, represented by Derek Schroth and Sasha Garcia, has served the city for approximately eighteen years. The agreement, which began in 2023, auto-renews annually each February with a sixty-day cancellation notice requirement.

Ms. Crouch presented research on surrounding cities' legal arrangements, finding three cities with in-house attorneys (Ocala, Kissimmee, and New Smyrna Beach) and nine cities using external counsel with varying retainer arrangements. The research showed significant variation in costs and services, with some cities paying \$15,000 monthly retainers versus Eustis's \$3,500 monthly retainer.

The current \$3,500 monthly retainer covers attorney availability, phone conferences, and attendance at regular commission meetings. All other services are billed at \$250 per hour for attorneys and \$135 per hour for paralegals. Recent annual legal costs have been approximately \$296,000 to \$311,000, including both retainer and additional services.

Ms. Crouch projected that an in-house attorney would cost approximately \$290,000 annually in salary and benefits, plus additional costs for paralegals, training, and litigation expenses that would still require outside counsel.

Commissioner Asbate expressed concerns about some legal decisions and determinations that were later reversed, as well as the need for more aggressive land use expertise given

upcoming development issues. He advocated for exploring alternatives while noting that current counsel has served well in many areas.

Commissioner Hawkins expressed confidence in current counsel, particularly noting Sasha Garcia's responsiveness and historical knowledge of city matters. He worried about appearing disjointed by making too many leadership changes simultaneously.

Vice Mayor Ashcraft supported exploring options for potential cost savings, similar to the recent city manager search process.

Commissioner Holland emphasized the need for regular evaluations, noting that the city has not conducted formal reviews of the attorney in sixteen years, despite the mayor's repeated requests for such evaluations.

City Attorney Garcia addressed the commission, stating her willingness to receive feedback and commitment to smooth transition if the commission chose another direction. She requested that any evaluation meetings include a third party since she is not a city employee.

After extensive discussion, the commission reached consensus to implement immediate attorney evaluations with each commissioner meeting individually with Garcia (accompanied by city management), followed by a six-month review to determine future direction.

8. Future Agenda Items and Comments

8.1 City Commission

Commissioner Holland requested a full forensic audit of the finance department, citing the need for clean books before transitioning to new city management and ensuring transparency given potential legislative changes affecting property taxes. Finance Director Lori Carr noted such audits are extremely expensive, though specific costs weren't determined.

Commissioner Holland also thanked the African American Heritage Committee for their excellent work and the City for George Fest. In closing, he expressed gratitude to departing City Manager Carrino for his leadership.

Commissioner Asbate confirmed that the consultant agreement with Levy is nearly complete and that the Downtown Workshop is scheduled for April 7th from 1:00 to 3:00 PM. He also expressed appreciation for City Manager Carrino's years of service, acknowledging they had differences but appreciating his commitment to the community.

Commissioner Hawkins echoed praise for both the Heritage Festival and George Fest, noting that despite being short-staffed and in Cheri Moan's first year managing events, the department "knocked it out of the park." He commended the police department's response to the armed individual incident during the festival, noting their professional handling of the situation and fair treatment of the troubled young man.

Commissioner Hawkins also thanked City Manager Carrino for being "a great city manager" and "the calm in the storm," appreciating his honesty, thoughtfulness, and service to the city.

Vice Mayor Ashcraft raised several items: requesting serious discussion about taking over Lakeshore Drive from the county due to ongoing citizen concerns; his work with Lake County and Greater Orlando Sports Commission to bring Major League Fishing to Eustis, which requires facility evaluation including installation of lighting at the boat ramp; suggesting cross-training between parks and recreation and events departments for emergency coverage during big events; and promoting the upcoming Shamrockin' Fest downtown event on March 13th and 14th.

8.2 City Manager

City Manager Carrino highlighted the upcoming Amazing Race event on March 21st, requiring staff to quickly pivot from George Fest. He expressed thoughts for Events Director, Cheri Moan during this difficult time with her father passing. City Manager Carrino thanked all departments for their George Fest contributions and announced next year's 125th George Fest theme: "Buck and a Quarter," playing on George Washington's presence on both the dollar bill and quarter.

8.3 City Attorney

City Attorney Garcia thanked the commission for their time deliberating and expressed her looking forward to hearing from each commissioner on how to better serve them.

8.4 Mayor

Mayor Lee offered condolences to Cheri Moan on her father's death and its particularly difficult timing. She thanked Tim Howard for refreshing flowers throughout the city using plants grown in the city's greenhouse, and Lee and Michelle from Public Works for refreshing butterfly signs and installing one at the Methodist Church for their planned monarch garden. She praised the events department for George Fest success, noting appreciation for Saturday night's band, and commended the large Heritage Festival parade. Mayor Lee thanked City Manager Carrino as a "servant leader" who led while serving the city and its citizens well, acknowledging the personal sacrifices he and his family made for city service.

9. Adjournment: 8:13 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. If available, the video recording may be accessible at <https://www.youtube.com/@EustisComRel/streams> or an audio recording may be requested from the office of the City Clerk.*

CHRISTINE HALLORAN
City Clerk

EMILY A. LEE
Mayor/Commissioner



City of Eustis

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: Amazing Race Update

Introduction:

Director of Events and Communication, Cheri Moan, presents an update for the Amazing Race.

Prepared By:

Christine Halloran

Reviewed By:

Miranda Burrowes, Deputy City Manager



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: RICK GIEROK, INTERIM CITY MANAGER

DATE: MARCH 19, 2026

RE: RESOLUTION NUMBER 2026-14: APPROVAL AMENDING THE FY 2025/2026 ADOPTED BUDGET FOR THE SALES TAX (010), GOVERNMENTAL GRANTS (018) AND UTILITY GRANTS FUNDS (048) TO RECOGNIZE AWARD OF FY 2025/2026 GRANTS

Introduction:

The City has received several grants for the Coolidge/Rosenwald Gardens project. These grants have been awarded at various times throughout the planning and engineering phases of the project. All known grants have been awarded, and the City now needs to ensure for proper accounting for these funds.

Background:

The City has been awarded grants from both the Florida Department of Environmental Protection (FDEP) and the Florida Department of Transportation (FDOT). Additional funds have been awarded by Lake County in the form of Community Development Block Grant (CDBG) funds.

This amendment provides for the mechanism to move funds awarded to the appropriate funds and general ledger accounts to properly separate and report on funds awarded.

Upon approval, the Sales Tax (010), Governmental Grants (018) and Utility Grants (048) Funds FY 2025/2026 Adopted Budgets will be amended as follows:

Expenses

Sales Tax Fund		010-8600-541-60-50	\$	(1,990,225)
Governmental Grants	FDEP	018-8600-541-60-02		477,067
Governmental Grants	FDEP	018-8600-538-61-49		1,113,158
Governmental Grants	CDBG	018-8600-512-60-68		400,000
Utility Grants	FDOT	048-8600-541-60-02		(1,890,000)
Governmental Grants	FDOT	018-8600-541-60-13		581,789
Governmental Grants	FDOT	018-8600-538-60-49		909,977
Utility Grants	FDOT	048-8600-535-60-42		398,234
			\$	-

Revenue

Sales Tax	FDOT	010-0000-334-49-01	\$	(1,890,000)
Utility Grant	FDOT	048-0000-334-20-02		398,234
Governmental Grants	FDOT	018-0000-334-20-30		1,491,766
Governmental Grants	CDBG	018-0000-334-20-31		400,000
Sales Tax	FDOT	Fund Balance		(1,590,225)
Governmental Grants	FDEP	018-0000-334-20-30		1,590,225
Sales Tax		010-0000-331-10-00		(400,000)
			\$	-

Recommended Action:

Staff recommends approval of Resolution Number 2026-14.

Budget and Staff Impact:

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

Prepared by:

Lori Carr, Finance Director

Reviewed by:

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

RESOLUTION NUMBER 2026-14

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; AMENDING THE BUDGET FOR FISCAL YEAR 2025/2026 FOR THE SALES TAX (010), GOVERNMENTAL GRANTS (018) AND UTILITY GRANTS (048) FUNDS; REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis has been awarded grants from the Florida Department of Environmental Protection (FDEP) and the Florida Department of Transportation (FDOT). Additional funds have been awarded by Lake County in the form of Community Development Block Grant (CDBG) funds; and

WHEREAS, all grant funds awarded are for the City’s Coolidge/Rosenwald Gardens project; and

WHEREAS, it is in the best interest of the City to amend the FY 2025/2026 adopted budgets for the Sales Tax (010), Governmental Grants (018) and Utility Grants (048) Funds; and

WHEREAS, the Sales Tax (010), Governmental Grants (018) and Utility Grants (048) Funds FY 2025/2026 Adopted Budgets will be amended as follows:

Expenses

Sales Tax Fund		010-8600-541-60-50	\$	(1,990,225)
Governmental Grants	FDEP	018-8600-541-60-02		477,067
Governmental Grants	FDEP	018-8600-538-61-49		1,113,158
Governmental Grants	CDBG	018-8600-512-60-68		400,000
Utility Grants	FDOT	048-8600-541-60-02		(1,890,000)
Governmental Grants	FDOT	018-8600-541-60-13		581,789
Governmental Grants	FDOT	018-8600-538-60-49		909,977
Utility Grants	FDOT	048-8600-535-60-42		398,234
			\$	-

Revenue

Sales Tax	FDOT	010-0000-334-49-01	\$	(1,890,000)
Utility Grant	FDOT	048-0000-334-20-02		398,234
Governmental Grants	FDOT	018-0000-334-20-30		1,491,766
Governmental Grants	CDBG	018-0000-334-20-31		400,000
Sales Tax	FDOT	Fund Balance		(1,590,225)
Governmental Grants	FDEP	018-0000-334-20-30		1,590,225
Sales Tax		010-0000-331-10-00		(400,000)
			\$	-

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

- (1) That the Sales Tax (010), Governmental Grants (018) and Utility Grants (048) Funds FY 2025/2026 Adopted Budgets are amended to recognize equal amounts of revenue and expenditures for grants awarded in FY 2025/2026, for a net budgetary impact of zero; and
- (2) That the Finance Director of the City of Eustis is hereby authorized to amend the FY 2025/2026 Adopted Budgets for the Sales Tax (010), Governmental Grants (018) and Utility Grants (048) Funds; and
- (3) That this Resolution shall become effective immediately upon passing.

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

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

ATTEST:

Emily A. Lee
Mayor/Commissioner

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY’S OFFICE

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

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 2026-14 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: Resolution Number 2026-29: Approving a Purchase in Excess of \$100,000 for a Public Utilities Emergency Generator Replacement for Lift Station 38

Introduction:

Resolution Number 2026-29 approves an expenditure in excess of \$100,000 for an Emergency Generator Replacement with a Transfer Switch for Lift Station 38 located at 31853 Red Tail Boulevard and authorizes the Interim City Manager to execute all agreements associated with the purchase.

Background:

The approved fiscal year 2025-2026 Capital Improvement Plan Budget includes funds for the purchase and installation of a replacement Emergency Generator with a Transfer Switch for Lift Station 38. The generator and transfer switch are used for emergency power backup in the event of a power outage to assist in avoiding a sanitary sewer overflow. The new generator system will replace the existing timeworn generator that is no longer reliable in the event of an emergency.

The generator with a transfer switch was chosen from a provided list of manufacturers/models. Pricing was quoted per a Florida Sheriff's Association contract. The generator system is to be purchased through Tradewinds via the Florida Sheriff's Association Contract.

Recommended Action:

Staff recommends approval of Resolution Number 2026-29.

Policy Implications:

Not applicable.

Budget/Staff Impact:

The funds were included in the approved Fiscal Year 2025-2026 budget for the purchase of this Generator system. The total cost of the Generator system is \$109,797.00, which falls within our budget.

042-8600-535-66-76

Lift Station Emergency Generator

\$389,000

Business Impact Estimate:

Not applicable.

Prepared By:

Rebekah Braun- Senior Staff Assistant, Public Utilities

Reviewed By:

Greg Dobbins, Director of Public Works
Michael Brundage, Deputy Director of Public Utilities
Paul Shepherd, Water Superintendent
Miranda Burrowes, Deputy City Manager

Attachments:

Resolution Number 2026-29

Available Upon Request -Tradewinds Quote

RESOLUTION NUMBER 2026-29

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AUTHORIZING AN EXPENDITURE IN EXCESS OF \$100,000 FOR THE PUBLIC UTILITIES REPLACEMENT EMERGENCY GENERATOR FOR LIFT STATION 38.

WHEREAS, a replacement emergency generator with transfer switch is needed for the City’s Lift Station 38 located at 31853 Red Tail Boulevard; and

WHEREAS, the City’s approved Fiscal Year 2025-2026 budget includes funds for the purchase and installation of a replacement emergency generator system; and

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

WHEREAS, the emergency generator system will be purchased through Tradewinds via a Florida Sheriff’s Association Contract; and

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

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

- (1) The City Commission hereby authorizes an expenditure in excess of \$100,000 for the replacement of the emergency generator system for Lift Station 38; and
- (2) The City Commission hereby authorizes the Interim City Manager to execute all agreements and contracts associated with the approved purchase; and
- (3) That this resolution shall become effective immediately upon passing.

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

CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA

ATTEST:

Emily A. Lee
Mayor/Commissioner

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY’S OFFICE

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

City Attorney’s Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 2026-29 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: RICK GIEROK, INTERIM CITY MANAGER

DATE: MARCH 19, 2026

RE: Resolution Number 2026-31: Approval Amending FY2025/2026 Adopted Budget for the General Fund (001) to Recognize Receipt of FY2025/2026 Donation from Duke Energy

Introduction:

On February 23, 2026, the City received \$10,000 from Duke Energy in support of the inflatables for GeorgeFest. This is a second donation of this amount from Duke.

Background:

Occasionally, the City is given donations. Oftentimes, these amounts are either unknown or unexpected at the time the annual budget is adopted.

This amendment provides for the mechanism to be able to utilize the funds without affecting the Adopted Budget.

Upon approval, the General Fund FY 2025/2026 Adopted Budget will be amended as follows:

<u>Events – Contractual Services</u>	
001-0000-369-30-05 - Revenue	\$10,000
001-1240-512-30-34 - Expense (Contractual Services)	\$10,000

Recommended Action:

Staff recommends approval of Resolution Number 2026-31.

Budget/Staff Impact:

This request for approval is for an equal amount of revenues and expenditure. Approval of this budget amendment will have no net impact on the FY 2025/2026 Adopted Budget.

Prepared by:

Lori Carr, Finance Director

Reviewed by:

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

RESOLUTION NUMBER 2026-31

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

WHEREAS, the City of Eustis has received \$10,000 from Duke Energy in support of GeorgeFest and sponsored by the City; and

WHEREAS, it is in the best interest of the City to amend the budget for the General Fund (001); and

WHEREAS, the General Fund (001) FY 2025/2026 Adopted Budget will be amended as follows:

<u>Events – Contractual Services</u>	
001-0000-369-30-05 - Revenue	\$10,000
001-1240-512-30-34 - Expense (Contractual Services)	\$10,000

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

- (1) That the FY 2025/2026 Adopted Budget for the General Fund is amended to recognize equal amounts of revenue and expenditures for a donation received in FY 2025/26, for a net budgetary impact of zero; and
- (2) That the Finance Director of the City of Eustis is hereby authorized to amend the FY 2025/2026 Adopted Budget for the General Fund; and
- (3) That this Resolution shall become effective immediately upon passing.

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

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

ATTEST:

Emily A. Lee
Mayor/Commissioner

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY’S OFFICE

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

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 2026-31 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: Resolution Number 2026-32: Authorizing Multiple Annual Purchases in Excess of \$100,000 for Services Provided by RCM Utilities, Inc. for the Eustis Public Utilities Department

Introduction:

Resolution Number 2026-32 authorizes multiple annual purchases for Fiscal Year 2025-2026 totaling an excess of \$100,000 for water and sewer related services provided by RCM Utilities, Inc. for the Public Utilities department and authorizes the Interim City Manager to execute all related agreements.

Background:

RCM Utilities, Inc. is a local contractor that provides a wide range of water and sewer construction and maintenance services. The City of Eustis Public Utilities department has several planned projects, as well as unanticipated repairs, that require specialized equipment and additional manpower. RCM has consistently delivered high-quality and reliable work. The City has previously used RCM Utilities via piggyback of various contracts based on the service requested, including the City of Zephyrhills and Lake County School Board. Quotes are obtained in accordance with the City's Purchasing Policies via the piggyback contracts.

Between ongoing and upcoming projects along with unplanned repairs, total Fiscal Year 2025-2026 expenditures with RCM Utilities, Inc. are expected to exceed \$100,000. The City's purchasing policy requires that City Commission approve purchases exceeding \$100,000.

Recommended Action:

Staff recommends approval of Resolution Number 2026-32.

Policy Implications:

N/A

Budget/Staff Impact:

The approved Fiscal Year 2025-2026 budget has allocated funds for contracted water and sewer services distributed throughout various accounts in accordance with the nature and scope of work being performed.

Business Impact Estimate:

N/A

Prepared By:

Olivia Luce – Administrative Assistant, Public Utilities

Reviewed By:

Greg Dobbins - Director of Public Services

Michael Brundage – Deputy Director of Public Utilities

Miranda Burrowes, Deputy City Manager

Attachments:

Resolution Number 2026-32

Available Upon Request:

RCM Contracts

RESOLUTION NUMBER 2026-32

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AUTHORIZING MULTIPLE ANNUAL PURCHASES IN EXCESS OF \$100,000 FOR SERVICES PROVIDED BY RCM UTILITIES, INC. FOR THE EUSTIS PUBLIC UTILITIES DEPARTMENT.

WHEREAS, the Eustis Public Utilities Department has need for water and sewer construction and maintenance services provided by RCM Utilities, Inc. in excess of \$100,000 annually; and

WHEREAS, the City's approved Fiscal Year 2025-2026 budget includes adequate funding in various sources for these services; and

WHEREAS, the City is able to piggyback various contracts with RCM Utilities, Inc. including the City of Zephyrills and Lake County School Board; and

WHEREAS, the City of Eustis Purchasing Department obtains quotes for work done by RCM Utilities, Inc. in accordance with the City's purchasing policies through utilizing piggyback options on government contracts; and

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

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

- (1) The City Commission hereby authorizes multiple annual purchases in excess of \$100,000 for water and sewer construction and maintenance services provided by RCM Utilities, Inc.; and
- (2) The City Commission hereby authorizes the Interim City Manager to execute all agreements associated with the approved purchases; and
- (3) That this resolution shall become effective immediately upon passing.

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

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

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY’S OFFICE

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

City Attorney’s Office Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 2026-32 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: Resolution Number 2026-33: Reduction of Fine/Release of Lien for 2024
Dixie Avenue, Code Enforcement Cases 11-00088 and 19-00835

Introduction:

Resolution Number 2026-33 approves a Code Enforcement Order reducing two outstanding code enforcement liens totaling \$101,375 to \$1,600 and releases the liens against 2024 Dixie Avenue, upon payment.

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

- The liens shall be reduced to \$ _____, payable within ____ days of the effective date of this Resolution; or
- The liens shall remain at the full amount of \$101,375, due and payable to the City; or
- No payment shall be due, and the liens shall be released.

Recommended Action:

The administration recommends approval of Resolution Number 2026-33.

Background:

1. Code Board Action:

On February 9, 2026, the Code Enforcement Board reviewed a fine reduction request submitted by Achim Oberhaensli of Swiss Quality Investments, LLC, the new owner of 2024 Dixie Avenue. The requests were as follows:

Case 11-00088: Request to reduce the \$100,200 fine to \$5,000

Case 19-00835: Request to reduce the \$1,174 fine to \$400

The Board considered the application and, after hearing testimony from Mr. Oberhaensli, voted to reduce the fines associated with Case 11-00088 to \$1,200 and Case 19-00835 to \$400, subject to approval by the City Commission.

2. Property History

The subject property was originally owned by Sonya F. Young, who passed away on April 4, 2022. Upon her passing, ownership of the property was transferred through probate proceedings to her mother, Artlee Robins, on April 10, 2023.

Ms. Robins subsequently conveyed the property to Swiss Quality Investments, LLC b
Warranty Deed on February 26, 2025.

On March 5, 2025, Achim Oberhaensli made initial contact with the Code Department to report that he had acquired the property and to inquire about the steps necessary to have the liens released. He was advised that the property and the residential structure had been neglected for an extended period of time and that, once both were brought into compliance with the City Code, the fine reduction process could begin.

On April 21, 2025, Eric Martin, Code Enforcement Supervisor, and Rob Harper, Building Official, conducted a walkthrough of the structure with Mr. Oberhaensli to assess its condition. Following the inspection, the Building Official advised that a structural assessment would be required prior to the issuance of any repair permits.

On August 1, 2025, Mr. Oberhaensli contacted the Code Department to report that he had obtained the required structural assessment and repair plan and that a licensed contractor would be submitting a permit application. He again inquired about initiating the fine reduction process. He was advised that a fine reduction application would be provided once the permit was obtained and all required inspections were completed, and the permit was finalized and closed out.

On September 9, 2025, a building permit was issued Mickey Pederson, State Certified Building and Roofing Contractor.

On November 21, 2025, Carolina Oberhaensli contacted the Department asking for the procedure to request a reduction of the accrued code enforcement fines. A few days later, Mr. Oberhaensli was observed working at the property. He was told that a fine reduction application would be provided once all repairs to the building were completed.

On January 30, 2026, Carolina Oberhaensli contacted the Department again to inquire about the 2026 Code Enforcement Board meeting schedule. At that time, it was discovered that all required inspections had been completed as of December 9, 2025. Therefore, a fine reduction application was provided, and it was submitted for processing the following day.

Community Input:

No adjacent property owners attended the Code Enforcement Hearings.

Budget / Staff Impact:

If the Resolution is approved, the City could receive \$1,600, which would recover the City's administrative costs incurred in bringing the property into compliance with City Code.

Reviewed By:

Craig A. Capri, Chief of Police
Jon Fahning, Captain
Miranda Burrowes, Deputy City Manager

Prepared By:

Eric Martin, Code Enforcement Supervisor

Attachments:

- Resolution Number 2026-33
- Fine Reduction Application

RESOLUTION NUMBER 2026-33

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, PROVIDING FOR COMMISSION DETERMINATION OF A CODE ENFORCEMENT LIEN ON PROPERTY LOCATED AT 2024 DIXIE AVENUE; AUTHORIZING IMPLEMENTING ACTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Eustis, Florida established code enforcement fines against the following described property under Case Number 11-00088 and 19-00835 against Sonya F. Young, previous property owner, for failing to comply with City Ordinances:

EUSTIS, ROSENWALD GARDENS LOTS 14, 15, 16 BLK 4 PB 5 PG 61 ORB 999 PG 2210, and

WHEREAS, WHEREAS, the City of Eustis, Florida, a Florida municipal Corporation, has recorded two Code Enforcement Liens against the subject property, totaling \$101,375; and

WHEREAS, the property was in violation of city code under Case 11-088 for 2004 days before being brought into compliance; and

WHEREAS, the property was in violation of city code under Case 19-00835 for 47 days before being brought into compliance; and

WHEREAS, On March 5, 2025, a Warranty Deed was recorded in public records transferring ownership of the property to Swiss Quality Investments, LLC; and

WHEREAS, on February 3, 2026, the new property owner submitted an application requesting that the fines be reduced to \$5,000 for Case 11-00088 and \$400 for Case 19-00835; and

WHEREAS, on November 10, 2025, the Code Enforcement Board reviewed the application and recommended that the City Commission reduce the accrued fines to administrative costs (\$1,600), payable within 30 days; and

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

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

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

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

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

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

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

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

Section 3. Lien at Issue. The City Commission has considered the code enforcement lien for Case Number 11-00088 and 19-00835 with a current outstanding amount of \$101,375.

Section 4. Quasi-Judicial Determination. The City Commission, having considered the recommendation of the Code Enforcement Board, and any evidence and testimony presented at hearing, hereby makes the following determination regarding the code enforcement lien in the amount of \$101,375 recorded against the subject property:

- The lien shall be reduced to \$1,600, consistent with the Board's recommendation, payable within thirty (30) days of the effective date of this Resolution, unless otherwise extended by the City Manager in accordance with Section 2; or
- The lien shall be reduced to \$ _____, payable within ____ days of the effective date of this Resolution, unless otherwise extended by the City Manager in accordance with Section 2; or
- The lien shall remain in the full amount of \$101,375, due and payable to the City; or
- No payment shall be due, and the lien shall be released.

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

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

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

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

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY'S OFFICE

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

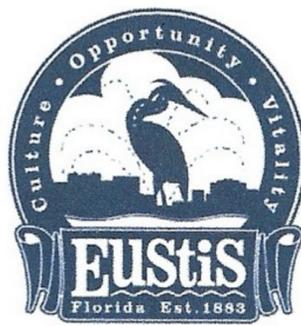
City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 2026-33 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



APPLICATION TO REQUEST A REDUCTION OF ACCRUED CODE ENFORCEMENT FINE

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

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

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

If the completed form is received by the deadline, the request will be presented to the Code Enforcement Board (CEB) at the next regularly scheduled hearing on **February 9, 2026 at 3:00 p.m. in the City Commission Chambers located in City Hall at 10 North Grove Street.**

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

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

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

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

Property Owner Name: Achim Oberhaensli Phone: 772 5015250
Address: 49 Cedar Street E-mail: Swissqualityinvestmentsllc@gmail.com
City: Port Orange State: FL Zip: 32127

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

Address or location of property where violation existed: 9024 Dixie Ave Eustis FL 32726

11-00088 Total Accrued Fine: \$88,350 Enter amount you are asking to pay: \$ 5000
19-00835 Total Accrued Fine: \$1,175 Enter amount you are asking to pay: \$ 400

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

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

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

(Additional pages may be added if needed)

Date: Feb 3 2026
State of Florida
County of Volusia

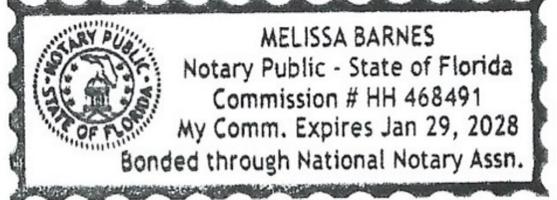
Signed: *Achim Oberhaensli*
Print Name: Achim Oberhaensli

Personally appeared before me, the undersigned authority duly authorized to administer oaths and take acknowledgments, Achim Oberhaensli who first being sworn, acknowledged before me that the information contained herein is true and correct. He/she is not personally known to me and have each produced a FLD 622-516-72-600-0 driver's license as identification and did take an oath.

Date: Feb 3 2026

Melissa Barnes
Notary Public
My Commission Expires:

Drivers License No. 022-516-72-600-0



Code Enforcement Board Members
Commission Chambers in City Hall
10 N. Grove Street, Eustis, FL.
Lake County

**Request for Fine Reduction – Case #11-00088 & #19-00835 / Property
Address: 2024 Dixie Ave, Eustis, FL 32726**

Dear Code Enforcement Board Members:

My name is Achim Oberhaensli. On February 28, 2025, my company, Swiss Quality Investments LLC, acquired the referenced property, which had an existing lien from the previous property owner.

I was aware of the lien when I purchased the property, and I took the appropriate steps as soon as possible to comply with the city code.

On March 8, 2025, the disabled vehicle was removed from the property.

On March 12, 2025, I hired a landscaping company who took care of the overgrown grass and weeds and have had it maintained since then with a monthly service.

On March 21, 2025, a dumpster service was hired to remove old tires that were accumulating water on the property, as well as every piece of trash and the blue containers full of water.

On March 22, 2025, the landscaping company removed all the dead tree branches remaining on the east side of the property.

Code Enforcement Supervisor Eric Martin suggested that a structural engineer assess the property. Acting on his recommendation, I arranged for this to be done.

With this report, I hired an engineer to make the plans that the contractor needed for the permit and to do the repairs. Other pertinent repairs were replacing the hot water heater and a fumigation/wood-destroying insects treatment. I put a lot of effort into following the guidelines and recommendations of code enforcement, and I hope that you can consider my application.

Thank you,

Achim Oberhaensli

2024 Dixie Ave, Eustis, FL
December 2025



On March 8, 2025, the disabled vehicle was removed from the property.





City of Eustis

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: Resolution Number 2026-34: Legal Action Authorization for 1402 Morin Street, Code Enforcement Cases 21-00851, 22-00087, 22-00162, 24-00835 and 24-01020

Introduction:

Resolution Number 2026-34 approves a Code Enforcement Board action authorizing the Eustis City Attorney to initiate legal proceedings regarding persistent and unresolved code enforcement violations at 1402 Morin Street. All reasonable efforts to secure compliance through traditional enforcement methods have been unsuccessful, and foreclosure of the City's liens is prohibited due to the property's homestead status under the Florida Constitution.

Recommended Action:

Administration recommends approval of Resolution Number 2026-34.

Background:

The property subject to this request currently has five unresolved code enforcement cases with cumulative fines totaling \$518,225. The violations listed below have persisted despite multiple notices, hearings, and enforcement efforts.

Case 24-00835 - Total Fine: \$113, 500

Violation: Operating a vehicle repair and service facility, which is a commercial use, within a Suburban Residential Land Use District.

Case 24-01020 - Total Fine: \$113,500

Violation: Failure to dispose of solid waste, including but not limited to hazardous or industrial waste, for which collection and disposal services are not provided by the city or its franchisee.

Case 22-00087 - Total Fine \$70,350

Violation #1: Failure to maintain the property and the adjoining public right-of-way between the property and the street free of excessive growths and accumulations as enumerated in Section 34-96.

Conditions:

- 1) Dead tree remains on property.

- 2) Accumulation of vegetation, weeds, plant matter, materials, trash, garbage, rubbish, or other waste materials on property and within adjoining public right-of-way.
- 3) Objects or items and accumulations placed or left outdoors that could become a breeding place for insects or vermin or cause unpleasant odors or which is unsightly and an eyesore from adjoining properties or from the public right-of-way.

Violation #2: Trees, vines and shrubs or other vegetation protruding or overhanging the Atwater public right-of-way lower than 8 feet from the ground.

Case 22-00162 – Total Fine \$107,025

Violation: Inoperative vehicles without a current valid license tag stored or abandoned on property (in the rear yard and in driveway) within view of public property or another person's private property.

Case 21-00851 – Total Fine: \$113,850

Violation: Inoperative vehicle (Ford Explorer) without a current valid license tag stored, left or abandoned in the West Atwater Public Right of Way.

Case Number 24-00835 involves a land use violation. Pursuant to Section 109-4 of the City Code, “no building, structure, land, or water shall hereafter be used or occupied, except in conformity with the regulations herein specified for the district in which it is located.” The single-family property located at 1402 Morin Street is within a Future Land Use designation of Suburban Residential, where commercial uses are not permitted.

Section 102-5 of the City’s Land Development Regulations outlines the remedies available when a violation of the land development regulations has occurred. At its sole discretion, the City Commission may pursue one or more of the following actions:

1. Seek damages or injunctive relief against the violator in the Circuit Court of Lake County, Florida, with all reasonable attorney's fees incurred being awarded to the prevailing party and to be paid by the losing party.
2. Refer the violations to code enforcement for enforcement (Action Unsuccessful).
3. Revoke, either permanently or temporarily, any permits, site plan approval, plat approval, development orders, or any other development rights granted by the city. (Not Applicable)

In addition, the Department pursued an alternative approach to obtain compliance for the land use violation by reporting the business to the Florida Department of Agriculture and Consumer Services (FDACS). Under the Florida Motor Vehicle Repair Act, any individual who receives payment to repair motor vehicles owned by others is required to register with FDACS. However, FDACS’s complaint system is primarily focused on consumer protection, and if a business chooses not to respond, the complaint is closed.

Community Input

No adjacent property owners attended the Code Enforcement Hearings, but the Department has received numerous citizen complaints.

Budget / Staff Impact:

If the Resolution is approved, legal expenses could exceed \$5,000.

Reviewed By:

Craig A. Capri, Chief of Police
Jon Fahning, Captain
Miranda Burrowes, Deputy City Manager

Prepared By:

Eric Martin, Code Enforcement Supervisor

Attachments

- Resolution Number 2026-34
- Final Notice Letter

Documents available upon request:

- Case Files and Pictures

RESOLUTION NUMBER 2026-34

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING A CODE ENFORCEMENT BOARD ACTION TO AUTHORIZE THE CITY ATTORNEY TO TAKE LEGAL ACTION TO RESOLVE OUTSTANDING CODE VIOLATIONS AT 1402 MORIN STREET.

WHEREAS, the City of Eustis, Florida Code Enforcement Board has imposed daily fines, in accordance with Chapter 162 of Florida Statutes, adopted by reference into the City Code of Ordinances, against the following described property owned by Jason Kirby:

EUSTIS, QUAYLES GOLF LINK SUB NO 2 LOTS 183, 184 PB 5 PG 50, and

WHEREAS, WHEREAS, the City of Eustis, Florida, a Florida municipal Corporation, has recorded five Code Enforcement Liens against the subject property; and

WHEREAS, upon petition to the circuit court, such order shall be enforceable in the same manner as a court judgment by the sheriffs of this state, including execution and levy against the personal property of the violator, but such order shall not be deemed to be a court judgment except for enforcement purposes; and

WHEREAS, a fine imposed in pursuant to Section 162.09 shall continue to accrue until the violator comes into compliance or until judgment is rendered in a suit filed, whichever occurs first; and

WHEREAS, the subject property remains in violation and the daily fines imposed by the Code Enforcement Board have accrued to \$518,225; and

WHEREAS, after three (3) months from the filing of any such lien which remains unpaid, the Code Enforcement Board may authorize the City Attorney to foreclose on the lien, or to sue to recover a money judgment for the amount of the lien plus accrued interest; and

WHEREAS, foreclosure of the liens is prohibited by the Florida Constitution, Article X, Section 4 because of the properties homestead status; and

WHEREAS, the legislature's intent of Chapter 162 was to provide an additional or supplemental means of obtaining compliance with local codes and does not prohibit a local governing body from enforcing its codes by any other means; and

WHEREAS, the Code Enforcement Board has approved a motion authorizing the City Attorney to take alternative legal action.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, that the City Attorney is hereby authorized to take the following legal actions in accordance with the Code Enforcement Board's action in accordance with Florida Statutes:

- Petition the Circuit Court for an Order that is enforceable in the same manner as a court judgment, including execution and levy against the personal property of the violator, and/or
- Sue to recover a money judgment for the amount of the lien plus accrued interest, and/or
- File a lawsuit action for permanent injunctive relief pursuant to Florida Statutes Section 60.05 to abate the nuisance as defined in Florida Statutes Section 823.05

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

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

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY'S OFFICE

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

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 2026-34 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

Code Enforcement Department

P.O. Drawer 68

Eustis, Florida 32727-0068

(352) 483-5464

December 2, 2025

Jason Kirby
1402 Morin Street
Eustis, FL 32726

Re: Final Notice
1402 Morin Street, Eustis, FL

Attention:

On September 19, 2025, you were notified by first class mail of continued non-compliance and the accrual of daily fines related to the following outstanding code violations:

Case #21-00851

Violation: Inoperative vehicle (Ford Explorer) without a current valid license tag stored, left or abandoned in the West Atwater Public Right of Way.

Corrective Action Required:

- 1) Repair and license the vehicle, or
- 2) Remove it from the public right of way, and
- 3) Store it within a garage or behind an opaque fence, wall or similar structure so it is completely screened from view from public property or another person's private property, or
- 4) Remove it from the property.

Case #22-00087

Violation: Failure to maintain the property and the adjoining public right-of-way between the property and the street free of excessive growths and accumulations as enumerated in Section 34-96.

Conditions:

- 1) Dead tree remains on property.
- 2) Accumulation of vegetation, weeds, plant matter, materials, trash, garbage, rubbish, or other waste materials on property and within adjoining public right-of-way.
- 3) Objects or items and accumulations placed or left outdoors that could become a breeding place for insects or vermin or cause unpleasant odors or which is unsightly and an eyesore from adjoining properties or from the public right-of-way.

Corrective Actions Required:

- 1) Remove the dead tree from the property; and

- 2) Clear the property and adjoining public rights-of-way of all excessive growths and accumulations as enumerated in Section 34-96.
- 3) Remove or properly store all items not intended for outdoor use, including but not limited to household furniture, appliances, and personal property; and/or
- 4) Eliminate or relocate any containers capable of collecting water by moving them indoors or removing them from the property; and/or
- 5) Remove and properly dispose of any accumulation of construction or demolition debris, trash, garbage, rubbish, or other materials.

Case #22-00087 (Cont.)

Violation: Trees, vines and shrubs or other vegetation protruding or overhanging the Atwater public right-of-way lower than 8 feet from the ground.

Corrective Action Required: Trim all trees, vines, and shrubs or any other vegetation so their branches are no lower than 8 feet above the adjacent public right-of-way.

Case 22-00162

Inoperative vehicles without a current valid license tag stored or abandoned on property (in the rear yard and in driveway) within view of public property or another person's private property.

Corrective Action Required:

- 1) Repair and license all vehicles, or
- 2) Remove them from the property (and driveway), or
- 3) Store them within a garage or behind an opaque fence, wall or similar enclosure so they are completely screened from view from public property or another person's private property.

Case 24-00835

Violation: Operating a vehicle repair and service facility, which is a commercial use, within a Suburban Residential Land Use District.

Corrective Action Required: Immediately cease all vehicle repair and service activity at the residential property and removal all customer related property from the premises.

Case #24-01020

Violation: Failure to dispose of solid waste, including but not limited to hazardous or industrial waste, for which collection and disposal services are not provided by the City or its franchisee.

Corrective Action Required:

Dispose of all exempt solid waste (i.e. oil, car parts, discarded tires, etc.) by taking it to an approved disposal facility such as the Lake County Landfill, located in Astatula, FL.

To date, the violations listed above have not been corrected, and cumulative fines have accrued to **\$444,450**. This letter serves as **Final Notice** to bring the property into compliance by completing the corrective actions described herein.

Failure to do so by **January 5, 2026** will cause the Code Enforcement Board or Special Magistrate to consider authorizing the City Attorney to take the following actions in accordance with Chapter 162 of the Florida Statutes, at their regularly scheduled meeting on **January 12, 2026** at **3:00 p.m.** in the City Commission Chambers located in City Hall at 10 North Grove Street, Eustis, FL:

- Petition the Circuit Court for an Order that is enforceable in the same manner as a court judgment, including execution and levy against the personal property of the violator, and/or.
- Sue to recover a money judgment for the amount of the lien plus accrued interest, and/or
- File a lawsuit action for permanent injunctive relief pursuant to Florida Statutes Section 60.05 to abate the nuisance as defined in Florida Statutes Section 823.05

Continued on Page 3

Please contact this Department by phone at (352) 483-5464, or email at codeenforcement@ci.eustis.fl.us once the property has been brought into compliance to schedule an onsite inspection.

Best Regards,



Eric Martin
Code Enforcement Supervisor



City of Eustis

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: Resolution Number 2026-35: Adoption of Resolution Establishing the Surplus Residential Lot and Infill Housing Development Program and Authorization to Issue Request for Proposals

Summary

The proposed Resolution establishes the City of Eustis Surplus Residential Lot and Infill Housing Development Program and authorizes issuance of a Request for Proposals (RFP) for the development of affordable homes on certain City-owned residential parcels located within and outside of the Community Redevelopment Area (CRA).

The program is designed to facilitate infill residential development, expand homeownership opportunities for income-qualified households, and convert currently vacant City-owned parcels into improved residential property contributing to neighborhood stability and the local tax base.

The Resolution authorizes the City to declare certain parcels surplus and to solicit qualified development partners through a competitive procurement process consistent with Florida law.

Background

The City owns several vacant residential parcels within and outside of the CRA that are not currently required for municipal operational purposes. These parcels represent an opportunity to advance neighborhood revitalization and affordable homeownership objectives through targeted infill development.

Redevelopment of vacant residential lots within established neighborhoods is a recognized planning strategy that promotes efficient use of existing infrastructure, strengthens neighborhood character, and eliminates blighting influences.

Florida law specifically encourages municipalities to utilize publicly owned land for affordable housing development. Section 166.0451, Florida Statutes, authorizes municipalities to dispose of surplus property for affordable housing purposes.

In addition, disposition of property located within a Community Redevelopment Area (CRA) is governed by Section 163.380, Florida Statutes, which authorizes redevelopment agencies to dispose of property in furtherance of the adopted redevelopment plan following appropriate public notice procedures.

Consistent with these statutory authorities, the City has developed a framework for the disposition of surplus residential lots to qualified development partners for the construction of affordable homes.

Program Framework

The Surplus Residential Lot and Infill Housing Development Program establishes a structured process for the redevelopment of vacant City-owned residential parcels through partnerships with qualified housing development organizations.

Key program elements include:

Competitive Solicitation - Development partners will be selected through a Request for Proposals process.

Eligible Development Partners - The program is intended to engage qualified nonprofit affordable housing providers and similar mission-driven development entities with demonstrated experience delivering affordable homeownership projects.

Development Agreement Requirement - Prior to conveyance of any parcel, the selected development partner will be required to execute a Development Agreement establishing construction timelines, affordability obligations, and other safeguards protecting the City's interests.

Affordability Requirements

Homes developed under the program must be sold to income-qualified owner-occupants. Program income parameters are structured to prioritize workforce housing households while maintaining long-term affordability protections:

- Priority eligibility: households earning 80% or less of Area Median Income (AMI)
- Maximum eligibility: households earning 120% of AMI

Each home will be subject to a recorded affordability covenant with a minimum term of thirty (30) years to ensure the continued availability of affordable homeownership opportunities.

Municipal Safeguards

To protect the City's interests and ensure timely redevelopment of the parcels, the program includes several safeguards that will be incorporated into the Development Agreement.

Development Milestones

Building permits must be obtained within nine (9) months of property conveyance. Certificates of occupancy must be issued within eighteen (18) months of conveyance.

Reversion Protection

Failure to satisfy required development milestones or other material obligations may result in termination of the agreement and reversion of the property to the City.

Affordability Enforcement

Long-term affordability requirements will be enforced through recorded covenants approved by the City Attorney.

Legal Considerations

The program framework has been structured to comply with applicable Florida law, including:

- Section 166.0451, Florida Statutes, authorizing municipal disposition of surplus property for affordable housing purposes;
- Section 163.380, Florida Statutes, governing redevelopment agency disposition of property within a CRA; and
- Article VII, Section 10 of the Florida Constitution, which permits municipalities to expend public resources where a valid public purpose is established.

The inclusion of affordability covenants, development milestones, and reversion provisions ensures that the disposition of public property serves a clearly defined public purpose.

Fiscal Impact

The program does not require the City to provide direct construction financing. The City's participation is limited to the use of surplus residential property. Development partners will be responsible for securing all construction financing and delivering completed homes.

Redevelopment of currently vacant parcels is expected to increase taxable property value, eliminate non-performing vacant land, support neighborhood stabilization and expand workforce housing opportunities.

Impact fees associated with construction may be deferred to closing but will not be waived absent separate Commission action.

Recommendation

Staff recommends that the City Commission:

1. Adopt the Resolution establishing the City of Eustis Surplus Residential Lot and Infill Housing Development Program; and
2. Authorize issuance of the Request for Proposals to solicit qualified development partners for the construction of affordable homes on surplus residential parcels within and outside of the CRA.

Business Impact Estimate

Not applicable.

Attachments

1. Resolution 2026-35: Establishing the Surplus Residential Lot and Infill Housing Development Program

Prepared By

Sasha Garcia, City Attorney

Reviewed By

Miranda Burrowes, Deputy City Manager

RESOLUTION NUMBER 2026-35

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, ESTABLISHING THE CITY OF EUSTIS SURPLUS RESIDENTIAL LOT AND INFILL HOUSING DEVELOPMENT PROGRAM; DECLARING CERTAIN CITY-OWNED RESIDENTIAL PARCELS SURPLUS FOR PURPOSES OF AFFORDABLE HOUSING AND INFILL DEVELOPMENT; AUTHORIZING DISPOSITION OF SUCH PARCELS WITHIN AND OUTSIDE THE COMMUNITY REDEVELOPMENT AREA; AUTHORIZING THE USE OF COMPETITIVE SOLICITATIONS FOR DEVELOPMENT PARTNERS; PROVIDING PROGRAM REQUIREMENTS INCLUDING DEVELOPMENT AGREEMENTS, AFFORDABILITY COVENANTS, AND DEVELOPMENT MILESTONES; PROVIDING FOR ADMINISTRATION OF THE PROGRAM; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Eustis, Florida (“City”) is committed to promoting stable neighborhoods, expanding affordable homeownership opportunities, and encouraging responsible redevelopment of vacant and underutilized residential land; and

WHEREAS, the City owns certain vacant residential parcels that are not presently required for municipal operational purposes; and

WHEREAS, the redevelopment of vacant residential lots through infill residential development promotes efficient use of existing public infrastructure, strengthens neighborhoods, eliminates blighting conditions, and contributes to the long-term economic vitality of the City; and

WHEREAS, the Florida Legislature has recognized the importance of utilizing publicly owned land for affordable housing purposes and has authorized municipalities to make surplus property available for the development of affordable housing pursuant to Section 166.0451, Florida Statutes; and

WHEREAS, certain City-owned parcels are located within the City of Eustis Community Redevelopment Area (“CRA”), and redevelopment or disposition of property within the CRA is governed by Section 163.380, Florida Statutes, and must be consistent with the adopted Community Redevelopment Plan; and

WHEREAS, other City-owned parcels that may be included in the program may be located outside the CRA and may be disposed of in accordance with the City’s home rule authority and Section 166.0451, Florida Statutes; and

WHEREAS, the City Commission finds that the conveyance of surplus residential parcels for nominal consideration, subject to development requirements and long-term affordability restrictions, serves a valid public purpose consistent with Article VII, Section 10 of the Florida Constitution; and

WHEREAS, municipalities throughout the State of Florida have successfully implemented similar surplus lot and infill housing programs to facilitate construction of affordable homes on publicly owned land; and

WHEREAS, the City Commission desires to establish a structured program to facilitate redevelopment of surplus residential lots through partnerships with qualified affordable housing providers and development entities; and

WHEREAS, the City Commission further finds that appropriate program safeguards, including development agreements, development milestones, affordability restrictions, and reversion provisions, are necessary to ensure that such public property is developed in a timely manner and in furtherance of the public interest.

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

Section 1. Establishment of Program

The City Commission hereby establishes the City of Eustis Surplus Residential Lot and Infill Housing Development Program (“Program”). The purpose of the Program is to:

1. Encourage development of affordable homeownership opportunities within the City.
2. Promote infill residential development on vacant City-owned residential lots.
3. Support neighborhood revitalization and elimination of blighting influences.
4. Increase homeownership opportunities for working households.
5. Convert underutilized public property into improved residential property contributing to the City’s tax base.

Section 2. Declaration of Surplus Residential Property

The City Commission hereby determines that certain City-owned residential parcels, whether located within or outside the Community Redevelopment Area, may be declared surplus to the City’s municipal operational needs and may be made available for redevelopment under the Program. The identification and declaration of specific parcels for inclusion in the Program shall occur by subsequent approval of the City Commission.

Section 3. Authorization of Property Disposition

The City is authorized to convey surplus residential parcels to qualified development entities for purposes of constructing affordable residential homes consistent with the requirements of this Resolution.

CRA Parcels: Where such parcels are located within the Community Redevelopment Area, the City Commission shall act in its capacity as the CRA Board, and disposition shall occur in accordance with Section 163.380, Florida Statutes, and the Community Redevelopment Plan.

Non-CRA Parcels: Where such parcels are located outside the CRA, disposition shall occur pursuant to Section 166.0451, Florida Statutes, governing municipal surplus property for affordable housing.

Conveyance Terms: Parcels may be conveyed for nominal consideration, including but not limited to One Dollar (\$1.00), provided that such conveyance is conditioned upon the development requirements and safeguards established in this Resolution and in the applicable Development Agreement.

Section 4. Eligible Development Partners

The City may partner with qualified development entities to construct homes on parcels conveyed under this Program. Eligible development partners may include nonprofit organizations recognized under Section 501(c)(3) of the Internal Revenue Code whose mission includes affordable housing development or homeownership assistance; mission-driven housing development organizations; or other qualified development entities approved by the City Commission. The City may require development partners to demonstrate relevant experience, financial capacity, and partnerships with licensed residential builders.

Section 5. Development Agreement Required

Prior to conveyance of any parcel under the Program, the selected development partner shall enter into a Development Agreement with the City. The Development Agreement shall include, at a minimum, conditions of property conveyance, development timelines, affordability restrictions, default provisions, reversionary rights and any other provisions necessary to protect the City's interests.

Section 6. Development Milestones

Development Agreements executed under the Program shall include development milestones designed to ensure timely construction. At a minimum, such agreements shall require issuance of a building permit within nine (9) months of property conveyance and issuance of a certificate of occupancy within eighteen (18) months of property conveyance. Failure to meet such milestones may constitute a default under the Development Agreement.

Section 7. Affordability Requirements

Homes developed under the Program shall be sold to income-qualified owner-occupants. Priority shall be given to households earning eighty percent (80%) or less of Area Median Income, and no home shall be sold to households exceeding one hundred twenty percent (120%) of Area Median Income, unless otherwise approved by the City. Each home shall be subject to a recorded affordability covenant with a minimum term of thirty (30) years. Such affordability covenant shall run with the land and shall be enforceable by the City.

Section 8. Reversion and Enforcement

Development Agreements executed under the Program may include provisions allowing the City to terminate the agreement and cause reversion of title to the City if the developer fails to: obtain required permits within the required timeframe; complete construction within the required timeframe; comply with affordability requirements; otherwise satisfy material development obligations.

Section 9. Request for Proposals Authorized

The City Commission hereby authorizes the issuance of one or more Requests for Proposals (RFPs) to solicit qualified development partners for construction of homes on surplus parcels

under the Program. Such solicitations shall include evaluation criteria and program requirements consistent with this Resolution.

Section 10. Administration of Program

The City Manager, or designee, is authorized to administer the Program and take such actions as may be necessary to implement this Resolution, including preparation and advertisement of solicitations, negotiation of Development Agreements, preparation of deeds and affordability covenants, and monitoring compliance with development requirements.

Section 11. Severability

If any section, subsection, sentence, clause, phrase, or portion of this Resolution is held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this Resolution.

Section 12. Effective Date

This Resolution shall take effect immediately upon adoption.

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

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

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY'S OFFICE

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

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution Number 2026-35 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk



City of Eustis

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

TO: EUSTIS CITY COMMISSION

FROM: RICK GIEROK, Interim City Manager

DATE: MARCH 19, 2026

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

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

Introduction:

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

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

Background:

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

Recommended Action:

Based on the adoption of previous ordinances 24-05, 24-06, and 24-07, accordingly, staff is recommending the adoption of repeal-and-replace ordinances that restate the prior approvals, incorporate a survey-grade metes-and-bounds legal description and corresponding maps, and preserve the original legislative intent without expanding the scope or intensity of the approvals

Policy Implications:

None

Alternatives:

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

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

Budget/Staff Impact:

N/A

Business Impact Estimate:

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

Prepared By:

Jeff Richardson, AICP, Deputy Director, Development Services

Reviewed By:

Mike Lane, AICP, Director, Development Services

Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 24-05A

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 7. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 19th day of March 2026.

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

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 24-05A is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

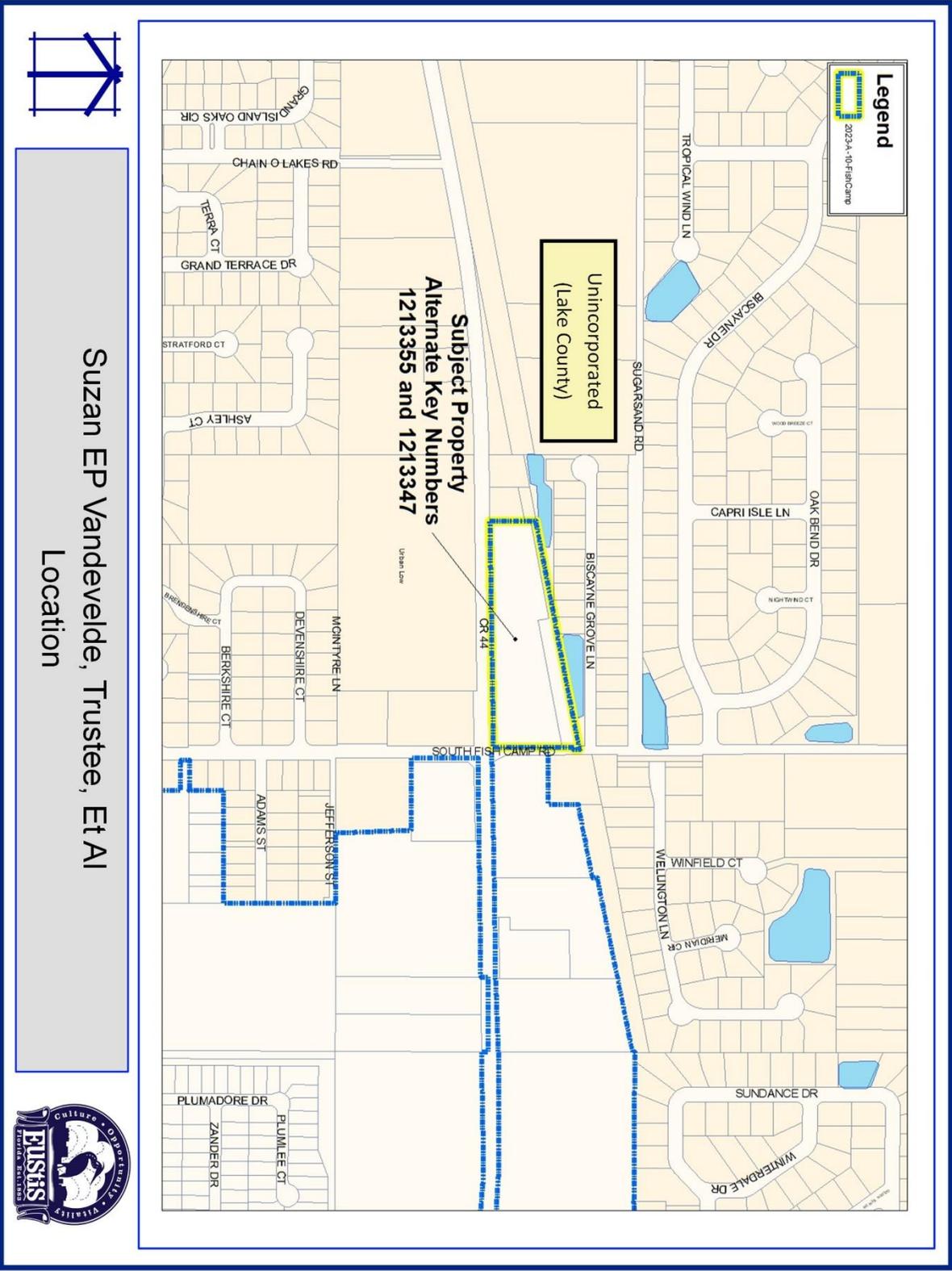
Christine Halloran, City Clerk

EXHIBIT A**LEGAL DESCRIPTION**

That portion of Land lying in the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 32, Township 18 South, Range 26 East, Lake County, Florida, more particularly described as follows:

Commence at the NW Corner of the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 32, Township 18 South, Range 26 East and Run South along the West line of the NW Section of Section 32, Township 18 South, Range 26 East, N00°57'49" West a distance of 496.72 feet, thence departing the aforementioned Section Line, Run N78°20'07" East a distance of 300.43 feet to the Point of Beginning, thence continue N78°20'07" East a distance of 1,028.31 feet to the West line of the Right of Way of S Fish Camp Road, thence run South along said Right of Way, S00°49'39" E a distance of 26.80 feet, then Run S89°12'17" West a distance of 7.00 feet, thence Run S00°49'39" East a distance of 347.81 feet, thence Run S87°47'20" West a distance of 1003.26 feet, thence Run N00°49'39" West a distance of 205.48 feet to the Point of Beginning.

EXHIBIT B



Suzan EP Vandevelde, Trustee, Et Al
Location



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis’ website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	24-05A
Ordinance Subject	Annexation 2023-A-10
Legal Advertising Date	February 16, 2026
First Reading On	2/19/2026
Second Reading On	3/19/2026

Ordinance Title

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

Based on the City’s review of the proposed ordinance (must select one of the following):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 24-06A

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, REPEALING ORDINANCE NUMBER 24-06 AND ADOPTING A REPLACEMENT SMALL-SCALE AMENDMENT TO THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3187, FLORIDA STATUTES; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; CHANGING THE FUTURE LAND USE DESIGNATION OF CERTAIN REAL PROPERTY GENERALLY IDENTIFIED BY LAKE COUNTY ALTERNATE KEY NUMBERS 1213355 AND 1213347; PROVIDING FOR INCORPORATION BY REFERENCE OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND FUTURE LAND USE MAP AMENDMENT ON FILE WITH THE CITY CLERK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Eustis, Florida (“City Commission”), previously adopted Ordinance Number 24-06 approving a small-scale amendment to the City of Eustis Comprehensive Plan to change the Future Land Use designation of approximately 6.67 acres of real property located on the west side of South Fishcamp Road, north of County Road 44, generally identified by Lake County Alternate Key Numbers 1213355 and 1213347; and

WHEREAS, an application was submitted requesting a Future Land Use Map amendment for the subject property in conjunction with voluntary annexation into the City; and

WHEREAS, subsequent review determined that Ordinance Number 24-06 relied on abbreviated property appraiser parcel descriptions and did not include or incorporate a complete metes-and-bounds legal description of all lands intended to be subject to the Future Land Use amendment; and

WHEREAS, while Section 163.3187, Florida Statutes, governs small-scale Comprehensive Plan amendments, the City Commission finds it necessary and appropriate to repeal and replace Ordinance Number 24-06 to ensure that the Future Land Use amendment corresponds precisely to the corrected annexation area and is supported by a complete legal description maintained in the City’s official records; and

WHEREAS, the subject property is located within the City’s planning area and is appropriate for designation under the City of Eustis Comprehensive Plan upon annexation; and

WHEREAS, the City Commission, sitting as the Local Planning Agency, held a duly noticed public hearing and transmitted a recommendation to the City Commission regarding the proposed small-scale Future Land Use amendment; and

WHEREAS, the City Commission has conducted two duly noticed public hearings on this Ordinance in accordance with Section 163.3187, Florida Statutes; and

WHEREAS, the City Commission finds that the adoption of this small-scale Future Land Use amendment is consistent with the goals, objectives, and policies of the City of Eustis Comprehensive Plan and furthers the orderly growth and development of the City.

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

Section 1. Repeal. Ordinance Number 24-06 is hereby repealed in its entirety.

Section 2. Future Land Use Amendment. The City of Eustis Comprehensive Plan Future Land Use Map is hereby amended to change the Future Land Use designation of the real property more particularly described by metes and bounds in a legal description on file with the Office of the City Clerk, together with a corresponding Future Land Use Map amendment, from Urban Low (Lake County) to Mixed Commercial Residential (City of Eustis).

The property subject to this amendment includes all lands comprising Lake County Alternate Key Numbers 1213355 and 1213347, as intended by the City Commission and as reflected in the legal description and map incorporated by reference herein. In the event of any inconsistency, the metes-and-bounds legal description on file with the Office of the City Clerk shall control.

Section 3. Incorporation by Reference. The metes-and-bounds legal description of the property subject to this amendment and the Future Land Use Map amendment are hereby incorporated by reference and shall be maintained as part of the official records of the City Clerk.

Section 4. Severability. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 5. Effective Date. This Ordinance is adopted as a small-scale Comprehensive Plan amendment pursuant to Section 163.3187, Florida Statutes, and shall become effective thirty-one (31) days after adoption, unless timely challenged. No development order, development permit, or land use dependent on this amendment may be issued or commence before this amendment has become effective.

If timely challenged, this amendment shall become effective upon the issuance of a final order of compliance by the Department of Commerce or the Administration Commission, as applicable.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 19th day of March 2026.

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

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance of the Eustis City Commission; however, I have not conducted an independent verification of the legal description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 24-06A is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Christine Halloran, City Clerk

EXHIBIT A**LEGAL DESCRIPTION**

That portion of Land lying in the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 32, Township 18 South, Range 26 East, Lake County, Florida, more particularly described as follows:

Commence at the NW Corner of the SW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 32, Township 18 South, Range 26 East and Run South along the West line of the NW Section of Section 32, Township 18 South, Range 26 East, N00°57'49" West a distance of 496.72 feet, thence departing the aforementioned Section Line, Run N78°20'07" East a distance of 300.43 feet to the Point of Beginning, thence continue N78°20'07" East a distance of 1,028.31 feet to the West line of the Right of Way of S Fish Camp Road, thence run South along said Right of Way, S00°49'39" E a distance of 26.80 feet, then Run S89°12'17" West a distance of 7.00 feet, thence Run S00°49'39" East a distance of 347.81 feet, thence Run S87°47'20" West a distance of 1003.26 feet, thence Run N00°49'39" West a distance of 205.48 feet to the Point of Beginning.

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	24-06A
Ordinance Subject	Future Land Use Map Amendment 2023-CPLUS-10
Legal Advertising Date	February 16, 2026
First Reading On	2/19/2026
Second Reading On	3/19/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, REPEALING ORDINANCE NUMBER 24-06 AND ADOPTING A REPLACEMENT SMALL-SCALE AMENDMENT TO THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3187, FLORIDA STATUTES; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; CHANGING THE FUTURE LAND USE DESIGNATION OF CERTAIN REAL PROPERTY GENERALLY IDENTIFIED BY LAKE COUNTY ALTERNATE KEY NUMBERS 1213355 AND 1213347; PROVIDING FOR INCORPORATION BY REFERENCE OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND FUTURE LAND USE MAP AMENDMENT ON FILE WITH THE CITY CLERK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.



ORDINANCE NUMBER 24-07A

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, REPEALING ORDINANCE NO. 24-07 AND ADOPTING A REPLACEMENT ORDINANCE ASSIGNING A DESIGN DISTRICT DESIGNATION TO CERTAIN REAL PROPERTY GENERALLY IDENTIFIED BY LAKE COUNTY ALTERNATE KEY NUMBERS 1213355 AND 1213347; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; PROVIDING FOR INCORPORATION BY REFERENCE OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND DESIGN DISTRICT MAP ON FILE WITH THE CITY CLERK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE CONTINGENT UPON ANNEXATION.

WHEREAS, the City Commission of the City of Eustis, Florida (“City Commission”), previously adopted Ordinance Number 24-07 assigning a Suburban Corridor Design District designation to approximately 6.67 acres of real property located on the west side of South Fishcamp Road, north of County Road 44, generally identified by Lake County Alternate Key Numbers 1213355 and 1213347; and

WHEREAS, on behalf of Suzan EP Vandavelde, Trustee, et al., property owner, LPG Urban & Regional Planners, LLC, as applicant, an application was submitted requesting assignment of a City of Eustis Design District designation for the subject property in conjunction with voluntary annexation into the City; and

WHEREAS, subsequent review determined that Ordinance Number 24-07 relied on abbreviated property appraiser parcel descriptions and did not include or incorporate a complete metes-and-bounds legal description of all lands intended to be subject to the Design District assignment; and

WHEREAS, the City Commission finds it necessary and appropriate to repeal and replace Ordinance Number 24-07 to ensure that the Design District designation corresponds precisely to the corrected annexation area and is supported by a complete legal description maintained in the City’s official records; and

WHEREAS, the City of Eustis Land Development Regulations require that annexed property be assigned an appropriate Design District designation consistent with the City’s form-based code framework and surrounding development pattern; and

WHEREAS, the City Commission finds that assignment of the Suburban Corridor Design District to the subject property is consistent with the City’s Comprehensive Plan, Land Development Regulations, and the existing and planned development patterns in the area; and

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

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

Section 1. Repeal. Ordinance Number 24-07 is hereby repealed in its entirety.

Section 2. Design District Assignment. The real property more particularly described by metes and bounds in a legal description on file with the Office of the City Clerk, together with a corresponding Design District Map amendment, is hereby assigned the Suburban Corridor Design District pursuant to the City of Eustis Land Development Regulations.

The property subject to this assignment includes all lands comprising Lake County Alternate Key Numbers 1213355 and 1213347, as intended by the City Commission and as reflected in the legal description and map incorporated by reference herein. In the event of any inconsistency, the metes-and-bounds legal description on file with the Office of the City Clerk shall control.

Section 3. Incorporation by Reference. The metes-and-bounds legal description of the property subject to this Ordinance and the Design District Map amendment are hereby incorporated by reference and shall be maintained as part of the official records of the City Clerk.

Section 4. Severability. If any section, subsection, sentence, clause, or provision of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 5. Effective Date. This Ordinance shall become effective immediately upon adoption on second reading, provided that Ordinance Number 24-05A (annexation) has become effective.

If Ordinance Number 24-05A does not become effective, this Ordinance shall have no force or effect.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 19th day of March 2026.

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

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

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

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

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 24-07A is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

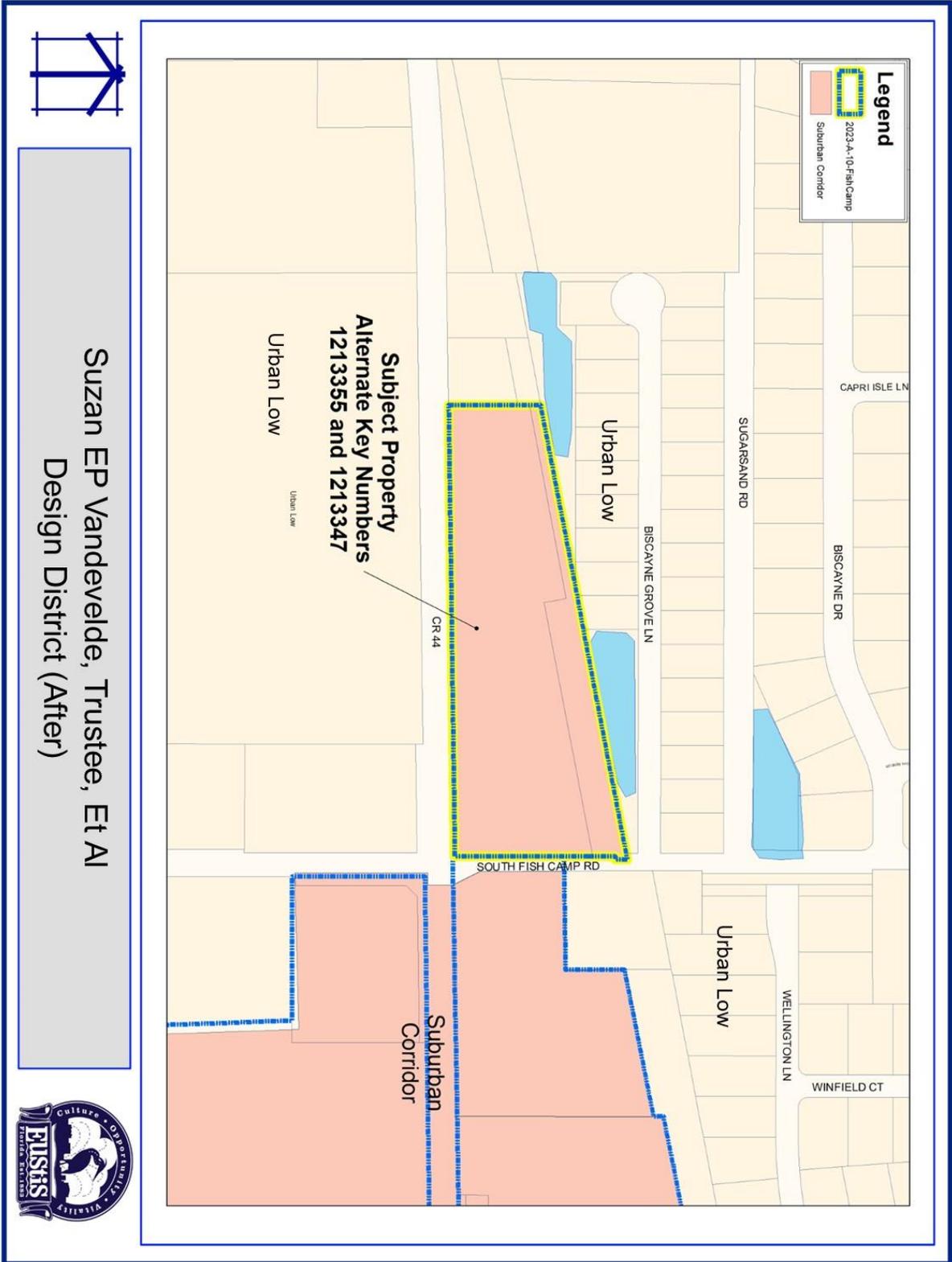
Christine Halloran, City Clerk

EXHIBIT A**LEGAL DESCRIPTION**

That portion of Land lying in the SW ¼ of the NE ¼ of Section 32, Township 18 South, Range 26 East, Lake County, Florida, more particularly described as follows:

Commence at the NW Corner of the SW ¼ of the NE ¼ of Section 32, Township 18 South, Range 26 East and Run South along the West line of the NW Section of Section 32, Township 18 South, Range 26 East, N00°57'49" West a distance of 496.72 feet, thence departing the aforementioned Section Line, Run N78°20'07" East a distance of 300.43 feet to the Point of Beginning, thence continue N78°20'07" East a distance of 1,028.31 feet to the West line of the Right of Way of S Fish Camp Road, thence run South along said Right of Way, S00°49'39" E a distance of 26.80 feet, then Run S89°12'17" West a distance of 7.00 feet, thence Run S00°49'39" East a distance of 347.81 feet, thence Run S87°47'20" West a distance of 1003.26 feet, thence Run N00°49'39" West a distance of 205.48 feet to the Point of Beginning.

EXHIBIT B



Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	24-07A
Ordinance Subject	Design District Map Amendment 2023-DD-10
Legal Advertising Date	February 9, 2026
First Reading On	2/19/2026
Second Reading On	3/19/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, REPEALING ORDINANCE NO. 24-07 AND ADOPTING A REPLACEMENT ORDINANCE ASSIGNING A DESIGN DISTRICT DESIGNATION TO CERTAIN REAL PROPERTY GENERALLY IDENTIFIED BY LAKE COUNTY ALTERNATE KEY NUMBERS 1213355 AND 1213347; PROVIDING LEGISLATIVE FINDINGS AND RECITALS; PROVIDING FOR INCORPORATION BY REFERENCE OF A COMPLETE METES-AND-BOUNDS LEGAL DESCRIPTION AND DESIGN DISTRICT MAP ON FILE WITH THE CITY CLERK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE CONTINGENT UPON ANNEXATION.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.





City of Eustis

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

TO: Eustis City Commission

FROM: Rick Gierok, Interim City Manager

DATE: March 19, 2026

RE: First Reading of Ordinance Number 2026-13: Conditional Use for an Accessory Dwelling Unit at 228 S Center Street (AK 1631157)

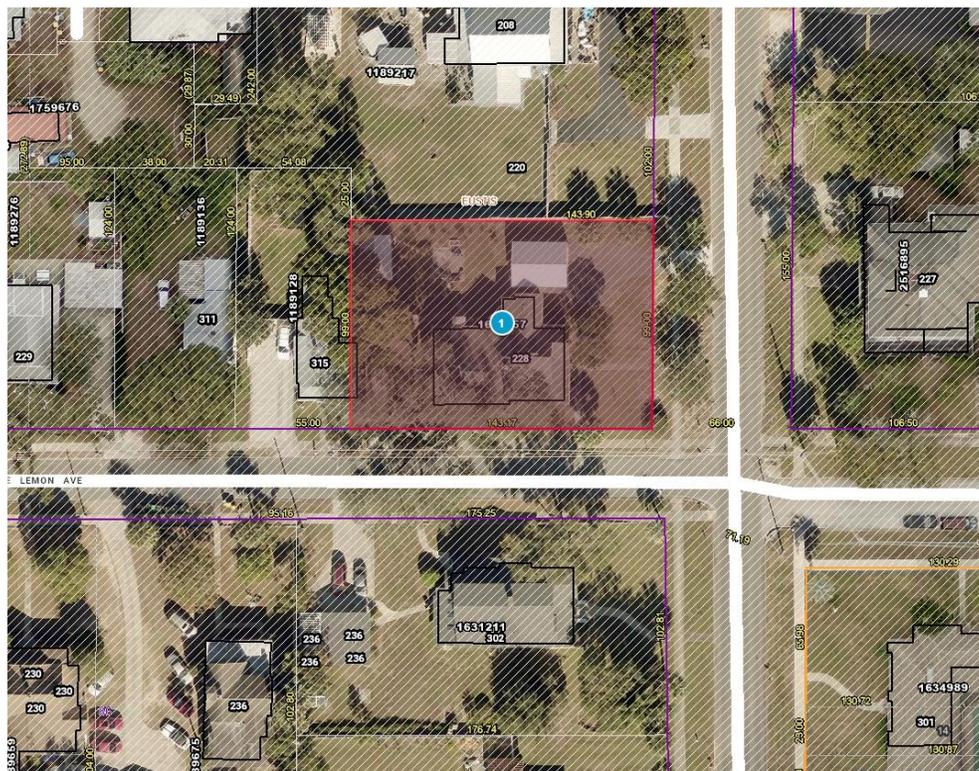
Introduction:

Ordinance Number 2026-13 approves a Conditional Use Permit for an accessory dwelling unit to an existing single-family residence in the Suburban Residential (SR) land use district for property located at 228 South Center Street (Alternate Key Number 1631157).

Background:

Pertinent Site Information:

- a. The subject property at 228 S Center Street (Alternate Key Number 1631157) comprises about 0.33 acres.



- b. The subject property currently contains a two-story 2,089 square-foot (living area) single-family residence built in 1900, a detached garage, and a screened porch. The Property Record Card from Lake County Property Appraiser's office's website is attached for reference.
- c. The site and surrounding properties' land use are Suburban Residential (SR).
- d. The subject property and all properties immediately adjacent to it are in the Urban Neighborhood design district.

Proposed Development:

Terry K. Lowmiller and Lisa D. Leyn, property owners of 228 S Center Street, are requesting Conditional use approval to add an accessory dwelling unit to the rear yard of their property.

Applicant's Request:

The applicant requests approval to permit the addition of an accessory dwelling unit (ADU) in the Suburban Residential land use district. The proposed ADU is 879 square feet in size and would be located behind the principal structure (please see the enclosed C.U.P. Conceptual Plans for the full, proposed ADU location on the property and specifications).

Analysis and Summary:

The proposed work is generally consistent with the overall property and the surrounding properties nearby. The existing structures will remain, but a new 879-square foot accessory dwelling unit would be added to the rear yard of the property, consistent with all setbacks required for accessory structures.

The City's Land Development Regulations Section 109-4, Use Regulations Table requires Conditional Use approval for accessory dwelling units in the Suburban Residential land use district. As a result, a Conditional Use application request was received to seek this required approval. A Building Permit application will also be required for the proposed work, which can theoretically receive approval by Planning upon approval of a Conditional Use for an accessory dwelling unit on this property.

The standards of review must show the Conditional Use is consistent with the City's Comprehensive Plan, Land Development Regulations, and City Codes, which are shown below.

This request for allowance of an ADU is generally consistent with the goals and objectives of the City's Comprehensive Plan, which has provisions for providing affordable housing and varieties of housing types, which an ADU can do. This ADU would be in an area of other residential development. The exterior appearance would be generally consistent with that of the existing principal structure, constructed in 1900.

Per Section 110-5.8, Garages, (full code section text is below) a garage is required for all single-family dwellings, and should any property owner enclose or reduce the size of any existing garage or carport below the square footage requirements of this section, then the owner shall mitigate the loss of the garage by providing for on-site parking and outside storage. If in a designated historic district, in an urban design district, or on a legal lot of record that is below the minimum suburban standard, or if enclosing a carport, then the owner may designate two on-site parking spaces at least 9 feet x 18 feet each in the driveway area or on the residential lot behind the building frontage; and provide outside storage by either constructing a storage shed with minimum dimensions of 10 feet x 10 feet in accordance with the Land Development Regulations for accessory structures or by

providing outside access to a designated, separated storage area within the enclosed garage or carport (minimum dimensions 12 feet x 7 feet).

The property is exempt from the garage requirement as it is in the Urban Neighborhood Design District. However, the home has an existing garage, and the applicant has indicated that the current driveway space as well as storage space will remain to accommodate both the residents of the principal and accessory structure.

Compatibility:

Per the Lake County Property Appraiser records (property record card attached for reference), the existing 2,089-square-foot primary residence was originally constructed in 1900, with two detached garages listed: one built in 1899 at 216 square feet and another built in 2022 at 500 square feet.

Surrounding land uses have not changed considerably over the years and are primarily residential.

The single accessory dwelling unit will not generate sufficient traffic to require a traffic study.

Noise should not be an issue as the primary use will be accessory residential occupying a small space.

The impervious surface ratio (ISR) maximum for the SR land use is 40%. The applicant/owner is proposing a new 879-square foot accessory dwelling unit (ADU) that will increase the ISR to 35.1%, according to the applicant's calculations.

Pursuant to Eustis LDR [Sec. 94-176. – Definitions](#), “Impervious areas means those hard surfaced areas which either prevent or retard the entry of water into the soil mantle, as it entered under natural conditions prior to development, and/or cause water to run off the surface in greater quantities or at an increased rate of flow from that present under natural conditions prior to development. Common impervious surfaces include but are not limited to rooftops, sidewalks, walkways, patio areas, driveways, parking lots, storage areas, and other surfaces which similarly impact the natural infiltration or runoff patterns which existed prior to development.”

The impervious surface ratio (ISR) is the relationship between the total impervious surface area on a site and the gross land area. The ISR is calculated by dividing the square footage of the area of all impervious surfaces on the site by the square footage of the gross land area.

Applicable Policies and Codes:

The standards of review must show the Conditional Use is consistent with the City's Comprehensive Plan, Land Development Regulations (LDR), and City Codes. Accordingly, staff has reviewed this Conditional Use request with consideration of the following.

The Comprehensive Plan: The Suburban Residential (SR) land use applies to residential areas which are typically adjacent to other residential development. The purpose is to provide for residential neighborhoods with fewer street connections and more bicycle and pedestrian-friendly circulation patterns, with limited retail and service businesses while maintaining residential character or compatibility.

Pursuant to Eustis LDR Section 94-176. – Definitions, “Impervious areas means those hard-surfaced areas which either prevent or retard the entry of water into the soil mantle, as it

entered under natural conditions prior to development, and/or cause water to run off the surface in greater quantities or at an increased rate of flow from that present under natural conditions prior to development. Common impervious surfaces include but are not limited to rooftops, sidewalks, walkways, patio areas, driveways, parking lots, storage areas, and other surfaces which similarly impact the natural infiltration or runoff patterns which existed prior to development.”

Section 102-30 (Conditional Uses) of the Land Development Regulations (LDRs) provides for uses that are generally compatible with the use characteristics of a future land use district, but which require individual review of:

“Location, design, intensity, configuration, and public facility impact in order to determine the appropriateness of the use of any particular site in the district and their compatibility with adjacent uses.”

The Conditional Use review allows the City Commission to attach conditions, limitations, and requirements to a Conditional Use permit to prevent or minimize adverse effects upon other properties in the neighborhood. These conditions can include limitations on size, intensity of use, bulk and location, landscaping, lighting, provision of adequate ingress and egress, duration of the permit, and hours of operation.

Recommended Action:

Development Services staff recommends approval of Ordinance 2026-13 to allow an accessory dwelling unit at 228 S Center Street.

Policy Implications:

None.

Alternatives:

1. Approve Ordinance Number 2026-13 to allow an accessory dwelling unit (ADU) at 228 S Center Street.
2. Deny Ordinance Number 2026-13 to not allow an accessory dwelling unit (ADU) at 228 S Center Street.

Budget/Staff Impact:

Not applicable.

Business Impact Estimate:

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinances: Section 166.041(4)(c) : ...enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

Prepared By:

Kyle Wilkes, AICP, Senior Planner

Reviewed By:

Jeff Richardson, AICP, Deputy Director of Development Services

Mike Lane, AICP, Development Services Director

Miranda Burrowes, Deputy City Manager

ORDINANCE NUMBER 2026-13

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL USE PERMIT FOR AN ACCESSORY DWELLING UNIT TO AN EXISTING SINGLE-FAMILY RESIDENCE IN THE SUBURBAN RESIDENTIAL (SR) FUTURE LAND USE DISTRICT ON APPROXIMATELY 0.33 ACRES LOCATED AT 228 SOUTH CENTER STREET.

WHEREAS, Terry K Lowmiller and Lisa D Leyn, property owners, have applied for a Conditional Use Permit for the addition of an accessory dwelling unit at 228 South Center Street; and

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

WHEREAS, an accessory dwelling unit is permitted as a Conditional Use in the Suburban Residential Land Use District; and

WHEREAS, the request for a Conditional Use Permit was properly Noticed for a Quasi-Judicial Public Hearing before the City Commission; and

WHEREAS, on March 19, 2026, the City Commission held the 1st Public Hearing to consider the Conditional Use Permit; and

WHEREAS, on April 2, 2026, the City Commission held the 2nd Public Hearing to consider the Conditional Use Permit; and

WHEREAS, the proposed conditional use is consistent with the City's Land Development Regulations, Comprehensive Plan, and Code of Ordinances; and

WHEREAS, the applicant has presented evidence to establish the following: That the proposed use is desirable at the particular location.

1. That the proposed conditional use will not have an undue adverse effect upon nearby property.
2. That such use will not be detrimental to the health, safety, or general welfare of the citizens residing in the area.
3. That the proposed conditional use is compatible with the existing or planned character of the neighborhood in which it would be located.

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

Section 1. That a Conditional Use Permit is granted for an accessory dwelling unit on approximately 0.33 acres located at 228 South Center Street, more particularly described as:

EUSTIS S 99 FT OF E 143.75 FT OF LOT 1 BLK 77 PB 1 PG 79 ORB 5877 PG 977 ORB 5950 PG 2318

ALTERNATE KEY NUMBER: 1631157
PARCEL NUMBER: 11-19-26-0100-077-00011

Section 2. That the conditions of approval require that the accessory use meets all applicable provisions of the Land Development Regulations and the City Code of Ordinances and complies with the following specific conditions and limitations:

1. Payment of water and sewer impact fees is required as a condition of approval.

Section 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. That this Ordinance shall become effective immediately upon passing.

PASSED, ORDAINED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 2nd day of April 2026.

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

Emily A. Lee
Mayor/Commissioner

ATTEST:

Christine Halloran, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me, by means of physical presence, this 2nd day of April 2026, by Emily A. Lee, Mayor/Commissioner, and Christine Halloran, City Clerk, who are personally known to me.

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

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for the use and reliance of the Eustis City Commission; however, I have not performed an independent title examination to verify the accuracy of the legal description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance Number 2026-13 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

PROPERTY RECORD CARD

General Information

Name:	LOWMILLER TERRY K AND LISA D LEYN	Alternate Key:	1631157
Mailing Address:	228 S CENTER ST EUSTIS, FL 32726 Update Mailing Address	Parcel Number: ⓘ	11-19-26- 0100-077- 00011
		Millage Group and City:	000E Eustis
		2025 Total Certified Millage Rate:	19.8623
		Trash/Recycling/Water/Info:	My Public Services Map ⓘ
Property Location:	228 S CENTER ST EUSTIS FL, 32726	Property Name:	-- Submit Property Name ⓘ
		School Information:	School Locator & Bus Stop Map ⓘ School Boundary Maps ⓘ
Property Description:	EUSTIS S 99 FT OF E 143.75 FT OF LOT 1 BLK 77 PB 1 PG 79 ORB 5877 PG 977 ORB 5950 PG 2318		
<p>NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.</p>			

Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class	Value	Land Value
1	SINGLE FAMILY (0100)	99	144		14256.000	FD		\$61,705.00	\$61,705.00
Click here for Zoning Info ⓘ					FEMA Flood Map				

Residential Building(s)

Building 1

Residential	Building Value: \$135,738.00		
Summary			
Year Built: 1900	Total Living Area: 2089 ⓘ	Central A/C: Yes	Fireplaces: 1
Bedrooms: 4	Full Bathrooms: 2	Half Bathrooms: 1	
Incorrect Bedroom, Bath, or other information? ⓘ			
Section(s)			
Section Type	Ext. Wall Type	No. Stories	Floor Area
BASEMENT (BSM)		1.00	209
FINISHED LIVING AREA (FLA)	WOOD/METAL FRAME W/OUTER FINISH (01)	1.00	2089
OPEN PORCH FINISHED (OPF)		1.00	64
SCREEN PORCH FINISHED (SPF)		1.00	256

Values and Estimated Ad Valorem Taxes

Values shown are 2026 Working Values. If you need a 2025 Property Record Card, please contact our office. The Market Value listed below is not intended to represent the anticipated selling price of the property and should not be relied upon by any individual or entity as a determination of current market value.

Tax Authority	Market Value	Assessed Value	Taxable Value	Millage	Estimated Taxes
LAKE COUNTY BCC GENERAL FUND	\$206,437	\$195,350	\$143,939	5.0254	\$723.35
SCHOOL BOARD STATE	\$206,437	\$195,350	\$170,350	3.0870	\$525.87
SCHOOL BOARD LOCAL	\$206,437	\$195,350	\$170,350	2.9980	\$510.71
LAKE COUNTY WATER DISTRICT	\$206,437	\$195,350	\$143,939	0.2940	\$42.32
NORTH LAKE HOSPITAL DIST	\$206,437	\$195,350	\$143,939	0.3859	\$55.55
ST JOHNS RIVER FL WATER MGMT DIST	\$206,437	\$195,350	\$143,939	0.1793	\$25.81
CITY OF EUSTIS	\$206,437	\$195,350	\$143,939	7.3898	\$1,063.68
LAKE COUNTY MSTU AMBULANCE	\$206,437	\$195,350	\$143,939	0.4629	\$66.63
LAKE COUNTY VOTED DEBT SERVICE	\$206,437	\$195,350	\$143,939	0.0400	\$5.76
				Total:	Total:
				19.8623	\$3,019.68

Exemptions Information

This property is benefitting from the following exemptions with a checkmark ✓

✓ Homestead Exemption (first exemption up to \$25,000)	Learn More View the Law
✓ Additional Homestead Exemption (up to an additional \$25,000)	Learn More View the Law
Limited Income Senior Exemption (applied to county millage - up to \$50,000)	Learn More View the Law
Limited Income Senior Exemption (applied to city millage - up to \$25,000)	Learn More View the Law
Limited Income Senior 25 Year Residency (county millage only-exemption amount varies)	Learn More View the Law
Widow / Widower Exemption (up to \$5,000)	Learn More View the Law
Blind Exemption (up to \$500)	Learn More View the Law
Disability Exemption (up to \$5,000)	Learn More View the Law
Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Disability Exemption (\$5,000)	Learn More View the Law
Veteran's Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Veteran's Combat Related Disability Exemption (amount varies)	Learn More View the Law
Deployed Servicemember Exemption (amount varies)	Learn More View the Law
First Responder Total and Permanent Disability Exemption (amount varies)	Learn More View the Law
Surviving Spouse of First Responder Exemption (amount varies)	Learn More View the Law
Conservation Exemption (amount varies)	Learn More View the Law
Tangible Personal Property Exemption (up to \$25,000)	Learn More View the Law
Religious, Charitable, Institutional, and Organizational Exemptions (amount varies)	Learn More View the Law
Economic Development Exemption	Learn More View the Law
Government Exemption (amount varies)	Learn More View the Law

NOTE: Information on this Property Record Card is compiled and used by the Lake County Property Appraiser for the sole purpose of ad valorem property tax assessment administration in accordance with the Florida Constitution, Statutes, and Administrative Code. The Lake County Property Appraiser makes no representations or warranties regarding the completeness and accuracy of the data herein, its use or interpretation, the fee or beneficial/equitable title ownership or encumbrances of the property, and assumes no liability associated with its use or misuse. See the posted [Site Notice](#).

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Property data updated nightly.
Site Notice

Business Impact Estimate Eligibility Form

Section 166.041(4), Florida Statutes

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Eustis' website by the time notice of the proposed ordinance is published.

This form simply assists in determining whether a Business Impact Estimate must be completed under Florida law for the proposed ordinance. Should a Business Impact Estimate be required or should the City opt to provide one as a courtesy based on the selection below then a separate form with the statutory components of Section 166.041(4)(a) shall also accompany the proposed ordinance.

Ordinance Number	2026-13
Ordinance Subject	Approving a Conditional Use Permit (CUP) for an accessory dwelling unit at 228 S Center Street.
Legal Advertising Date	March 9, 2026
First Reading On	3/19/2026
Second Reading On	4/2/2026

Ordinance Title

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL USE PERMIT FOR AN ACCESSORY DWELLING UNIT TO AN EXISTING SINGLE-FAMILY RESIDENCE IN THE SUBURBAN RESIDENTIAL (SR) FUTURE LAND USE DISTRICT ON APPROXIMATELY 0.33 ACRES LOCATED AT 228 SOUTH CENTER STREET.

Based on the City's review of the proposed ordinance (*must select one of the following*):

- The City has determined the statutory exemption identified below applies to the proposed ordinance; a Business Impact Estimate is NOT required and therefore not provided.
- The City has determined the statutory exemption identified below applies to the proposed ordinance; however, the City has prepared the Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance.
- The City has prepared a Business Impact Estimate in accordance with section 166.041(4), Florida Statutes.

Exemptions

The City has determined that a Business Impact Estimate is NOT required as the following exemption applies to the proposed ordinance:

Section 166.041 (4)(c) exemption: It is enacted to implement comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality.

