



APPROVED: 7/21/2022

MINUTES

Regular City Commission Meeting

6:00 PM - Thursday, July 7, 2022 - City Hall

INVOCATION: ELDER ELIJAH PERRY

PLEDGE OF ALLEGIANCE: VICE MAYOR LEE

CALL TO ORDER: 6:00 P.M.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

PRESENT: Vice Mayor Emily Lee, Commissioner Karen LeHeup-Smith, Commissioner Nan Cobb, Commissioner Willie Hawkins and Mayor Michael Holland

1. AGENDA UPDATE

- 1.1** Tom Carrino, City Manager, announced the addition of the presentation of a Proclamation to follow after Operation 180's presentation. He noted a request for a continuance for Item 7.2 for Resolution Number 22-46 to a date certain of July 21, 2022.

Mayor Holland introduced the newest school board member for Lake County Schools, Tyler Brandenburg, who introduced himself and indicated that he was excited for the opportunity to serve Lake County School Board, and the opportunity to attend the City Commission meeting.

2. APPROVAL OF MINUTES

- 2.1** June 16, 2022 - Regular City Commission Meeting

Moved by Commissioner Hawkins, seconded by Vice Mayor Lee, to approve the Minutes as submitted.

Motion carried by the following votes:

Ayes: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

3. PRESENTATIONS

- 3.1** Presentation by Operation 180

Mayor Holland introduced a new organization - Operation 180. The President, Emeral Mangual, and his guest provided a presentation to the Commission regarding Operation 180 whose mission is "to help create a pivoting point in life that can ultimately create an opportunity to find and keep inner peace by following our 7 principles in assisting our community. Creating a movement that

will create astronomical changes in each other." The non-profit organization indicated goals to unite people in Lake County and help with issues in the community, such as, homelessness, reduction of criminal activity, food pantry needs, financial literacy, and career training resources. They noted their approach to provide services during later hours when other resources may not be open or available. They will be launching services in the next few months and persons needing assistance may contact www.operation-180.org or call 1-800-898-1405.

Mr. Carrino asked about a previous presentation at LifePointe Church noting a system for the organization to monitor the needs of individuals and protect organizations from fraud and scams from persons submitting duplicate requests to multiple organizations for assistance. He noted that this network would help to make sure that persons are genuinely in need.

Mr. Mangual discussed the nationwide system to track and monitor requests for assistance (www.us-ads.org) which is a nationwide database for all non-profit organizations to utilize. He explained that use of this database helps protect organizations from falling victim to these scams and fraud. He noted that the system is a real-time resource to cross-reference requests nationwide to protect against those abusing the system and protect community organizations' donated funds.

3.2 Proclamation for Parks and Recreation

Mayor Holland presented a proclamation to Craig Dolan, Parks and Recreation Director, in support and honor of July as Park and Recreation Month. He commented that this proclamation was an opportunity for the community and local leadership to officially acknowledge the importance of parks and recreation and the benefits it provides to the people the City of Eustis serves.

Mr. Dolan commented on the weekend pool party and picnic with games, food, vendors, prizes and music for the community with Peppa Pig from 11:00 a.m. - 2:00 p.m.

Mayor Holland thanked Mr. Dolan for great job with events offered to the community through the Parks and Recreation Department.

4. APPOINTMENTS

4.1 Appointment to Historic Preservation Board - Robyn Sambor

Robyn Sambor introduced herself to the City Commission and commented about being excited to serve the City of Eustis.

Moved by Commissioner Cobb, seconded by Commission Hawkins, to approve the appointment of Robyn Sambor to the Historic Preservation Board as an alternate for a three-year term.

Motion carried by the following votes:

Ayes: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb,
Commissioner Hawkins and Mayor Holland

5. AUDIENCE TO BE HEARD

- 5.1** Cindy Newton, Lake County resident, commented on the wonderful First Friday event and fireworks. She noted the Bates Development progress and asked for additional information about a waiver she may have missed and wanted to be updated. She commented on the Pine Meadows development and wanted protocols in place to bring items to the public.

Mayor Holland indicated that Mr. Carrino will reach out to her to discuss.

Pam Rivas, citizen of Eustis, talked about an opportunity as a City to partner with and work with an incubator program from a top-rated national school. She noted an importance on focusing on job growth, education and training for entrepreneurs, and business opportunities with an established program to utilize our resources. She asked for a workshop to discuss this opportunity.

Sue Wexler commented on the tremendous fireworks for the Hometown Celebration.

6. CONSENT AGENDA

- 6.1** Amendment to Agreement for Provision of Library Services: This is an Amendment to the Interlocal Agreement between Lake County, Florida, a political subdivision of the State of Florida, hereinafter referred to as "COUNTY", by and through its Board of County Commissioners, and the City of Eustis, a municipal corporation pursuant to the Laws of Florida, hereinafter referred to as "MUNICIPALITY" or "CITY", by and through its City Commission.
- 6.2** Resolution Number 22-47: Award of Bid Number 008-21 and Approval of Purchase in Excess of \$50,000 for the Construction of Lift Station Number 9 Upgrade Project
- 6.3** Resolution Number 22-48: Approving a Purchase for Construction Administration Services for the Lift Station Number 9 Upgrades Project

Moved by Commissioner Cobb, seconded by Commissioner Hawkins, to approve the Consent Agenda as submitted.

Motion carried by the following votes:

Ayes: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb,
Commissioner Hawkins and Mayor Holland

7. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

- 7.1** Resolution Number 22-45 for Modification to Approved Site Plan for Expansion of Eustis Storage Business Facility (2910 Kurt Street)

Derek Schroth, City Attorney, announced Resolution Number 22-45: A Resolution of the City Commission of the City of Eustis, Florida; approving a modification to a previously approved site plan for Eustis storage facility, with a waiver request to section 110-5.11(a) to allow less screening around outdoor storage than required by the code, at 2910 Kurt street (alternate key number 3875718).

Heather Croney, Senior Planner for the City of Eustis Development Services Department, reviewed pertinent site information and the applicant's request for modification approval for the previously approved site plan with waivers. She detailed the modification for Eustis Storage to include new, additional parking and new self-storage units (10-foot by 8-foot "Boxwell" relocatable storage units) to be installed on existing concrete slabs. She detailed the waiver request to include reconfiguration of current parking, additional fencing, and landscaping in lieu of a wall around the outdoor storage. She noted the current fencing around the site is a six-foot tall chain link fence, and the current landscaping is a mixture of trees, mid-size bushes, and low bushes and ground cover. She detailed that the existing landscaping covers a majority of the chain link fence, and blocks the majority of the site other than the main building on the site. Ms. Croney noted the City's code permits self-service storage in the General Commercial (GC) land use, but Ordinance 21-40 does not permit this sort of storage units in the General Commercial land use. She commented that the self-storage business facility use has been in existence on the site for a number of years, so this could be seen as existing non-conforming with requirements of Section 110-5.13, and that Section 110-5.13 contradicts the allowances of Section 109-4. She commented that the site being generally screened from view currently and the new storage units being placed behind existing screening should not interfere with the general curb appeal of the site or outward appearance to the public.

Commissioner Cobb noted meeting with the applicant to discuss her concerns with the current landscaping and issues with the area.

Commissioner Hawkins noted meeting with the applicant who agreed to clean up the landscape. He asked about RV storage. The applicant's representative commented that the RV storage would be to the rear of the property near the gravel parking area.

Mr. Schroth opened the public hearing at 6:36 p.m.

Commissioner Hawkins asked about any inquiries from neighbors with questions or concerns. Ms. Croney noted there had been no inquiries.

Commissioner LeHeup-Smith asked about the choice of portable units. The owner commented about the quick installation, no maintenance, less expensive cost, similar size, and portability. He noted that these units are being used on other locations.

Ms. Croney noted that the building official will review and require the portable units to be tied down and follow regular permit and inspection standards.

There being no further public comment, the hearing was closed at 6:38 p.m.

Commission LeHeup Smith asked about any concerns with the fencing. Commissioner Hawkins was agreeable to the look and use of fencing. He noted no issues with the landscape and buffer.

Moved by Commissioner Hawkins, seconded by Commissioner Cobb, to approve Resolution Number 22-45.

Motion carried by the following votes:

Ayes: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

7.2 Resolution Number 22-46: Chelsea Square Station Preliminary Subdivision Plat with Waivers

A Resolution of the City Commission of the City of Eustis, Florida; approving a preliminary subdivision plat, with a waiver request to permit a minimum 10-ft landscape buffer along the southern property line in lieu of a minimum 15-ft landscape buffer as is required along all public streets (LDR section 115-9.3.2 (a)(2)), a waiver request to allow lot depth dimensions less than required for house lot (LDR section 110-4.2), and a waiver request to allow cottage lot type not as part of PUD (LDR section 109-5.6), for the Chelsea Square Station subdivision, a 114-lot single-family residential subdivision, on approximately 28.62 acres of property located on the north side of state road 44, between Rust Road and Estes Road (alternate key numbers 1069301 and 3881312).

Derek Schroth, City Attorney, announced that Resolution Number 22-46 was pulled and may be continued to a date certain of July 21, 2022 depending on the will of the Commission.

Moved by Vice Mayor Lee, seconded by Commissioner Hawkins, to continue Resolution Number 22-46 to a date certain of July 21, 2022.

Motion carried by the following votes:

Ayes: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

7.3 Resolution Number 22-49 Amendment to Bay State South Utilities Agreement

Derek Schroth, City Attorney, announced Resolution Number 22-49: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, approving an amendment to Bay State South Utilities Agreement between the City of Eustis and Bay State South Community Association, Inc.; and authorizing the City Manager to execute the amendment and all other documents associated therewith.

Tom Carrino, City Manager, presented the Amendment to Bay State South Utility Agreement. He indicated that the City has never taken ownership of the

utility systems and representatives of the HOA asked the City to take over the systems. He discussed the payment structure for the HOA and noted that the HOA resolution has the original payment amount indicated and requested to reduce the amount required for the HOA for the annual lot assessment. He indicated that the City will continue to collect the specified amount as agreed. Mr. Carrino commented that the old HOA Resolution will be replaced with the amendment.

Mr. Schroth opened the public hearing at 6:44 p.m. There being no further public comment, the hearing was closed at 6:44 p.m.

Moved by Commissioner Hawkins, seconded by Commissioner LeHeup-Smith, to approve Resolution Number 22-49.

Motion carried by the following votes:

Ayes: Vice Mayor Lee, Commissioner LeHeup-Smith, Commissioner Cobb, Commissioner Hawkins and Mayor Holland

8. OTHER BUSINESS

- 8.1** Mike Sheppard, Finance Director, reviewed the millage process with the proposal of a 7.581 millage rate to give value to the homeowner and the computed roll back rate of 6.9456. He noted 10.13 for the assessed value converting to about \$173,000 revenue to the City. If the Commission decides to choose the roll back rate, then the City will lose \$838,000. Mr. Sheppard noted August 1st as the deadline to notify the County which sends the information to the State. He commented that adjustments are permissible for the first and second reading in September depending on finalized budget expenditures and revenues. If the Commission sets the roll back rate at this time, then adjustments in the future are difficult and expensive. He suggests keeping the rate at 7.587 and waiting until later date for any adjustments after review of budget.

CONSENSUS: It was consensus of the Commission to keep the 7.581 millage rate.

9. FUTURE AGENDA ITEMS

- 9.1** Commissioner Cobb requested in the Order of Business designated in Resolution 19-49 to move Audience To Be Heard between Future Agenda Items and Comments. Mayor Holland indicated a discussion to be held at the next meeting.

Vice Mayor Lee indicated her interest in continuing to work on Cemetery. Mayor Holland noted that a meeting will be held on the 15th with Mr. Carrino, Rick Gierok and Greg Dobbins to discuss, and he hoped to bring items for discussion to the next Commission meeting.

10. COMMENTS

- 10.1** City Commission

Commissioner LeHeup-Smith discussed the recent Hurricane Expo that went well. She noted it was a good showing for the first year with LEASH handing out 20 spay and neuter certificates for dogs. She noted that the Animal Shelter did vaccinations and microchipping for over 80 animals. She thanked EMS from the County and Fire and Police attended. She appreciated the event for the citizens of Eustis. She also commented on the great First Friday event by the Events Department.

10.2 City Manager

Mr. Carrino noted future workshops for the Commission relating to cemetery, signage, and incubator. He tentatively set Thursday, August 4, 2022 at 5:00 p.m. for discussion regarding the cemetery and incubator topics. Mr. Carrino mentioned the need for a CRA Review Committee meeting to discuss the mow to own and updates on projects. He noted that the CRA Board is scheduled to meet on July 21, 2022 with budget presentation, and he will reach out to the CRA Review Committee for a meeting.

10.3 City Attorney

Mr. Schroth commented about his good friend and gave his condolences to the family for the passing of Dr. Eckian.

10.4 Mayor

Mayor Holland commented on the Sharps Mobile Home park walk through and noted that what he witnessed was heartbreaking with the living conditions and endangerment of the health and well-being of the citizens of Eustis. With the permission of the Commission, he commented that he would like to meet with the City Attorney and the Police Chief to see possible next steps to remedy the problems.

CONSENSUS: It was the consensus of the Commission for the Mayor to meet with the City Attorney and Police Chief.

Mayor Holland thanked Miranda Muir and the Events Department, Parks and Recreation, Police, Fire, Public Works for the tremendous job and hard work for the Hometown Celebration.

He highlighted the great day last week celebrating Eustis High School with the dedication of the Culinary Department to one of its great teachers, Mrs. Broomfield.

Mayor Holland mentioned the loss of Vice Mayor Emily Lee's mom and the celebration services planned at Harden-Pauli Funeral Home on Sunday from 4 p.m. - 6 p.m. and services at 11:00 a.m. on Monday at St. Mary of the Lake Catholic Church with burial at Greenwood Cemetery. He expressed his sorrow for her loss and asked for the public to come out to celebrate her mother's life.

11. ADJOURNMENT: 7:00 P.M.

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



CHRISTINE HALLORAN
City Clerk



MICHAEL L. HOLLAND
Mayor/Commissioner