APPROVED 7/7/2022

MINUTES
Regular City Commission Meeting
6:00 PM - Thursday, June 16, 2022 - City Hall

INVOCATION: SKOTT JENSEN, FIRST ASSEMBLY OF GOD

PLEDGE OF ALLEGIANCE: COMMISSIONER COBB

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

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

ABSENT: Commissioner Willie Hawkins

CALL TO ORDER: 6:00 P.M.

1. AGENDA UPDATE

2. APPROVAL OF MINUTES

2.1 June 2, 2022 - Budget Workshop
June 2, 2022 - Regular City Commission Meeting

Moved by Commissioner Cobb, 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, and Mayor Holland

3. PRESENTATION FOR RETIREMENT OF MARY C. MONTEZ

4. AUDIENCE TO BE HEARD

5. CONSENT AGENDA

5.1 Resolution Number 22-41: Purchase in Excess of $50,000 for the Wastewater System Master Plan

5.2 Resolution Number 22-42: Purchase in Excess of $50,000 for Eastern WTP Well & HSP Upgrades Design

5.3 Resolution Number 22-44: Grand Island WTP Fuel Tank Upgrade

Moved by Vice Mayor Emily Lee, seconded by Commissioner Cobb, to approve the Consent Agenda as submitted.
Motion carried by the following votes:

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

6. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

6.1 Resolution Number 22-40: Modification to Approved Site Plan with Waivers - Prime Plumbing

The City Attorney's representative announced Resolution Number 22-40: A Resolution of the City Commission of the City of Eustis, Florida; Approving a modification to a previously approved site plan with waivers for Prime Plumbing Showroom Relocation, two storage buildings and two other buildings, all totaling approximately 12,638 Square feet on 5.82-acres at 37136 State Road 19.

Tom Carrino, City Manager, noted that he received a request from the applicant to continue this item, Resolution Number 22-40, to a date certain - July 21, 2022. Based on this and with the approval of the Commission, no presentation was planned assuming the Commission will consider the continuance.

Moved by Nan Cobb, seconded by Emily Lee, to continue Resolution Number 22-40 to July 21, 2022.
Motion carried by the following votes:

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

6.2 Resolution Number 22-43 Water, Wastewater, and Reclaimed Water Rate Adjustment

The City Attorney's representative announced Resolution Number 22-43: A Resolution of the City of Eustis, Lake County, Florida, authorizing adjustment to City of Eustis rates for water, wastewater and reclaimed water, to provide for the annual adjustment per Ordinance Number 16-10, to be effective June 1, 2022.

Nelly Harnisch, Deputy Finance Director, presented Resolution Number 22-43 to establish new water, wastewater, and reclaimed water rates to ensure that the facilities used and required are maintained in proper working order and comply with regulatory mandates. She noted that every household and business is affected. She noted the initial water rate study was performed, and based on the analysis, the water, wastewater, and reclaimed water it was determined that an annual increase 2.5% each year through June 1, 2025, would be sufficient. She noted that the study currently in use maintained a consistent 2.5% each year, totally 12.5% for the period reviewed. While it was anticipated that 2.5% rate increases would suffice through 2025, it is becoming apparent that a new study should be performed. Inflation has ramped up approximately 3.3 times beyond the 2.5% rate recommended this year (8.259%). Ms. Harnisch commented that based on the above information, staff is recommending that a new water rate study be performed by an outside consultant to help determine where rates should be for the next five years. She noted the City will have a system to deal with inflationary factors previously not projected.

Commissioner Cobb asked about the increase per household. Ms. Harnisch noted the increase of $1.90 per household.

Vice Mayor Lee inquired about the previous rate study done.

Mr. Carrino commented that the rate study currently being used was prepared by staff in 2020. The new rate study would be for the upcoming fiscal year to be performed by an outside consultant in October upon approval of the budget. He noted that the recommended rate would be for next June, and there is no plan for another rate increase before next June.

Commission LeHeup-Smith commented on a 2.5% scheduled for next yet.

Mr. Carrino commented that the plan is to do the rate study early due to a few factors: inflation, a major project came off the Capital Improvement Plan (CIP), and the agreement with Umatilla requires nuance calculations which break down collection and treatment costs. He noted that Umatilla is the only city for which Eustis is providing services and covers water and waste water/sewer

The public hearing opened at 6:20 p.m., and there being no public input, the hearing was closed at 6:20 p.m.

Moved by Nan Cobb, seconded by Emily Lee, to approve Resolution Number 22-43. Motion carried by the following votes:

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

6.3 Ordinance Number 22-17: Amending Chapter 115 prohibiting placement of signs without property owner's authorization

The City Attorney's representative read Ordinance 22-17: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; Amending Chapter 115, Section 115-11.4 of the Land Development Regulations, prohibiting the placement of signs without a property owner's authorization; providing for enforcement, repeal of conflicting Ordinances; codification, severability, and an effective date.

The attorney opened the public hearing at 6:21 p.m.

A resident of unincorporated City of Eustis asked several questions regarding the Ordinance, including effective only within City limits; authorization process specifically for City, County and State easements; how will notification of process be done; how will political signs be addressed; how to determine if authorization is given before enforcement; how is the County and City informed of the need to give authorization; how to know if the person or entity listed on the sign is the one who posted the sign; if trespassing charges are filed, how to go about that; who will perform removal of signs; if signs removed by property owner, will the City ask the County and State to remove signs; how to handle areas that may be on private property but appear to be an easement; and how will Code Enforcement know when on private property. Citizen commented on needing clarification of how this will unfold.

Mr. Carrino commented that the City Attorney and Chief of Police worked on this Ordinance. He noted that political signs would need to be on private property not right of way with the authorization of the owner and that right of way utilization permits would need to be obtained for City property and reviewed on a case by case basis. He directed other questions to the City Attorney.

There being no further comment, the public hearing was closed at 6:26 p.m.

to approve Ordinance Number 22-17 on first reading.
Motion carried

7. OTHER BUSINESS

7.1 PRESENTATION: State Road 19 Islands Landscape Update

Rick Gierok, Public Works Director, presented an update to State Road 19 Islands Landscape. He provided history of the joint participation agreement with the Department of Transportation (DOT). He discussed the environmental challenges for maintaining the islands with the high pH from the lime rock road base and the high heat. He noted that some plant materials were hard to establish. He has contracted out for this maintenance. Mr. Gierok noted that staff was requested to evaluate options for material replacement better suited to the environmental challenges. He commented that inspections were done with drones and walking the areas to identify where the issues exist and where more problematic landscape beds need to be addresses. He plans to hire a consultant to focus in on drought resistant plants, etc. and provide suggestions for new materials. He noted that the five-year plan does not have a line item for the landscape work, but he recognizes the need to resolve the issues. Mr. Gierok will evaluate the design for the area and maintain the beds that are well-established. He presented options for design, and shorter and taller species and will seek additional options for color, height, etc. He will ask a landscape architect for suggestions for plant materials that will sustain heat and drought. He noted anticipating a budget of $1500 - 2500 for plants and only addressing those islands with high mortality. He commented that a budget of $35k - $53k budget would be reasonable to expect.

Mr. Gierok proposed the next steps were to seek an RFQ package and revise as appropriate getting back to the Commission in a few months with a construction contract and budget amendment.

Commissioner Cobb suggested a sponsor option with a yearly fee and sign on both ends of the island to help fund the project.

Vice Mayor Lee commented that this work needs to be done and concerned about the budget. She asked if the budget included installation and suggested going out to bid for the project. Mr. Gierok noted the budget numbers were inclusive of installation.

Mayor Holland agreed with going out to bid and looking into sponsorship options to help defer costs.

Vice Mayor Lee asked if sponsorship included assistance with maintenance. Mr. Gierok notes that there would be no maintenance by the sponsor.

CONSENSUS: The Commission requested bid process and expressed no issues with species options proposed.

8. FUTURE AGENDA ITEMS

9. COMMENTS

9.1 City Commission

Commission LeHeup-Smith commented on the Hurricane Expo on June 25th 1:00 p.m. to 4:00 p.m. with LEASH, Lake County Animal Shelter, therapy dogs, and Paws & Effect. She notes that several services will be available, including, vaccines, deworming, certificates for spay and neutering, microchipping. The event is free to the public.

Commissioner Cobb read the Littering Ordinance 19-30. She commented on the purpose of the ordinance and enforcement to deter and eliminate littering within the boundaries of the City. She noted cumulative penalties and strongly expressed that the City is not a dumping ground and littering is not acceptable in our city. she would like signs posted to indicate no littering, statute, on surveillance with cameras and the fine. She indicated no tolerance for littering.

Vice Mayor Lee concurs with Commissioner Cobb regarding littering. She commented on Florida Foods and the wonderful experience she had touring the facility. She and Commissioner Cobb expressed an interest in helping to build the workforce and accommodate their needs especially in light of Florida Natural closing.

9.2 City Manager

Mr. Carrino commented on the upcoming morning retreat on June 25th from 8:00 am to about 11:00 a.m. proposed for the Commission Chambers due logistical reasons for recording purposes and ease of holding the meeting. He noted the upcoming budget meetings on June 23rd, 28th, 30th, and July 14th (if needed) at 5:30 p.m. in Commission Chambers. He discussed the proposed agenda for the retreat to include an update on the existing strategic plan from

2012/2013), an update on engaging in a new strategic planning process with a facilitator, an update on the trails and routing (Mike Stevens is invited to attend.), and a discussion about the community grant process. He noted that he will make time for Commissioners to bring up other items that were not on the Agenda for discussion. He commented on Florida Foods and assisting with building their workforce; the plant manager will schedule hours for tours. He noted issues that Florida Foods is experiencing with transportation and exiting the parking lot. He commented that the business is a hidden gem in Eustis.

9.3 City Attorney

The City Attorney's representative thanked everyone.

9.4 Mayor

Mayor Holland echoed the sentiments of Commissioner Cobb regarding stopping the littering in the City. He reminded the public of the comedy show on the 18th at the Eustis Community Center and the Hometown Celebration on July 1st from 5:00 pm - 9:30pm with fireworks, 25 food vendors, water ski show, and live music in the band shell. He noted this is our first Friday event and other nearby cities have the opportunity to celebrate the holiday on other days so we can travel to visit the other communities. He encouraged celebrating our country's birthday. Mayor Holland asked for the community to come together and grow in the right way especially with road systems. He directed the City Manager to appoint someone to follow the flag orders from the White House and the Governor and make sure that the flag flies at half as directed and in a timely manner.

10. ADJOURNMENT: 6:57 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 audi recording can be obtained from the office of the City Clerk for a fee.

Christine Halloran

CHRISTINE HALLORAN, City Clerk

MICHAEL L. HOLLAND, Mayor/Commissioner