



APPROVED: 7/15/2021

MINUTES

Regular City Commission Meeting

6:00 PM - Thursday, July 1, 2021 – Community Building, 601 Northshore Drive

INVOCATION: MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE: VICE MAYOR LEE

CALL TO ORDER: 6:04

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

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

1. AGENDA UPDATE: NONE

2. APPROVAL OF MINUTES

- 2.1 June 2, 2021 - City Commission Workshop
June 17, 2021 - Regular City Commission Meeting

Moved by Commissioner Cobb, seconded by Commissioner Hawkins, 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 regarding NE Lake Boys & Girls Club

Kobe Bowers, Service Director for the NE Lake Boys and Girls Club, addressed the Commission regarding the Club's programs and activities. He noted they are currently located at Lifepointe Church.

3.2 Presentation regarding See - Click - Fix software program

Mark O'Keefe, Public Communications Director for the City of Tavares, gave a presentation regarding Tavares' use of the See-Click-Fix application. He explained it allows residents to submit complaints and alert the City to issues and to include photos and videos of issues. He commented on how it works with residents utilizing their cell phone to take pictures and submit complaints. He stated that whatever the issue is it is routed to the appropriate staff member who can handle that complaint. He indicated they have had 344 external submissions since implemented. He further commented on how they are using the program to submit problems to other staff members as well. He provided a video regarding the program. He stated they have had a very good experience with the application.

Ron Neibert, City Manager, reported that a more in-depth presentation was presented to staff and they thought it was beneficial. He stated the Community Relations Coordinator was able to negotiate an annual cost for \$15,000 for unlimited users. He explained that the City would publish information about it and encourage residents to download the app to their phones. He explained that the information is routed to the individual employee's email.

Commissioner Cobb noted she was the one who suggested the City look at the program after meeting with Mr. O'Keefe. She asked how much Tavares has saved with Mr. O'Keefe indicating it has saved the City a lot of staff time.

Mr. O'Keefe noted they had created a category called "what I love about Tavares" and put it at the head of the list so people can input compliments to the City as well. He then noted that if someone doesn't have a cell phone or internet, they can call City Hall and a staff member will input it to the program.

Commissioner Hawkins asked about how the system handles issues that have not been completed with Mr. O'Keefe explaining you can set the amount of time allowed for an issue to be completed before it is escalated to the next level.

Vice Mayor Lee asked how the app knows who to direct the problem to with Mr. O'Keefe explaining the City sets that up in the software.

Mr. Neibert noted that the app also sends a message to the resident when the problem is fixed. He then asked if there was a consensus of the Commission to proceed.

CONSENSUS

It was a consensus of the Commission to proceed with implementation of the program.

4. AUDIENCE TO BE HEARD

- 4.1** Richard Hatfield addressed the Commission regarding the Global Leadership Summit which will take place in Eustis on August 5 and 6. He commented on the benefits of the program. He explained it is done by video at 500 locations throughout the world.

Gary Tolley, Libby's Legacy Breast Cancer Foundation, addressed the Commission regarding their donation bins. He asked for an extension from the July 5th deadline for addressing the issue with the bins. He asked for 30 to 60 days to allow them time to get all of the sponsors to sign off.

The Commission confirmed when the ordinance was approved and discussed whether or not they were willing to amend the ordinance to allow an extension with it being a consensus of the Commission to not grant an extension.

Derek Schroth, City Attorney, explained if they don't meet the deadline then it would go through the code enforcement process.

Danielle Graham, Worth It Suicide Outreach and Support, noted she has a turquoise bus she uses for suicide outreach. She commented on an event held on June 19th

called Play for a Day which allowed organizations to reach out to the community. She cited services the organization could offer to the City for its employees.

Platt Loftis, board member of Boys & Girls Club, complimented Kobe Bowers on his work as the Service Director for the NE Club. He commented on the fund-raising needs of the club and indicated he would be contacting the City Manager to determine the City's process for requesting funding.

5. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

5.1 First Reading - Explanation of Ordinances for Property at the Northeast Corner Estes Road and Lake Lincoln Lane: **Ordinance Number 21-15: Voluntary Annexation** **Ordinance Number 21-16: Comprehensive Plan Amendment** **Ordinance Number 21-17: Design District Assignment**

Derek Schroth, City Attorney, read Ordinance Number 21-15 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 5.2 acres of real property at the northeast corner of Estes Road and Lake Lincoln Lane.

Lori Barnes, Development Services Director, explained she would present all three ordinances together; however, they would be read separately and voted on separately. She reviewed the requested annexation stating the applicant is requesting a future land use designation of Suburban Residential (SR) and a design district designation of Suburban Neighborhood. She cited the location of the property, explained how the request was analyzed by staff and provided a comparison of the differences between the County and City land uses in the surrounding area. She stated that the County's Rural Transitional designation is described in their comprehensive plan as an "edge condition"; however, the property is located over a mile from the City's joint planning area (JPA) boundary. She added that under that designation the maximum density is one unit per acre under a PUD. She then stated that property to the south and southwest the County has designated as Urban Low. That designation allows up to four dwelling units per acre. She stated the proposed City land use designation is Suburban Residential which would allow up to five units per acre subject to compliance with the City's site design and design district standards. She indicated that on the City's Development Patterns Map the subject area is considered suburban which supports the Suburban Residential land use designation and Suburban Neighborhood design district designation. She stated that the request is consistent with the surrounding future land use designations and established development patterns. She acknowledged the SR designation is more intense than Lake County Rural Transitional; however, that is expected when changing from an unincorporated area to a municipality. She cited Chapter 163 of the Florida statutes that states "Directing density to municipalities reduces the proliferation of urban sprawl, thereby protecting the true rural and agricultural areas". She provided an overview of staff's evaluation of the request.

Ms. Barnes then reviewed the requested Suburban Neighborhood design district designation. She stated staff received one email from Lee Conger, three from Kathy Gonzalez and one anonymous phone call regarding the request. She stated staff's recommendation for approval and noted Tim Green is present to represent the applicant and answer any questions.

The Commission expressed concern regarding the possibility of there being five du/acre on the site.

Ms. Barnes explained that when considering an annexation and a land use designation, the goal is to decide if annexation is appropriate and whether or not the land use is appropriate compared with adjoining City properties. She stated that the Comprehensive Plan and Land Development Regulations are very clear that no one is guaranteed to obtain the maximum densities. She cited other regulations that would restrict the densities. She noted that any development application would have to come back before the Commission. She further explained that in order to deny an application, the Commission would have to determine that the application is not consistent with either the comprehensive plan or the land development regulations.

The Commission asked how close the County's Urban Low designation is to the subject property with Ms. Barnes responding that it is diagonally across the street.

Mr. Schroth opened the public hearing at 6:55 p.m.

The following individuals expressed opposition to the proposed annexation, land use designation and design district designation: 1) Cindy Newton; 2) Karen Merryman; 3) Harold Woodall; 4) Kathy Gonzalez; and 5) Charles Lewis Newton.

Tim Green, Green Consulting Group and representing Lake RC, responded to the comments noting that previous developments in the area came out to 3.5 units per acre using the City's comprehensive plan and land development regulations. He emphasized that putting five units per acre on that property would be impossible under the City's regulations. He commented on how Lake Swatara was developed in the County without requiring stormwater retention and discharging directly into the lake.

There being no further public comment, the hearing was closed at 7:13 p.m.

The Commission discussed the probable density to be on the property and whether or not they could require a concept plan prior to making a decision.

Mr. Schroth indicated that couldn't be required for annexation but they could require a concept plan prior to considering the designations. He added that, it would require substantial changes to the code to implement a PUD. He indicated they could also require a meeting prior to submittal. He stated that either would require an amendment to the City's current code; however, at this time, they need to decide on the annexation which is totally discretionary.

Further discussion was held regarding the requested annexation.

Mr. Neibert noted that there are property owners who want to annex their property and get their land use and design district designations but they are not ready to develop their property. They want to be able to market their property for sale as being in the City.

Moved by Commissioner LeHeup-Smith, seconded by Vice Mayor Lee, to approve Ordinance Number 21-15 on first reading. Motion carried by the following votes:

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

5.2 Ordinance Number 21-16: Changing the future land use designation of property located at the northeast corner of Estes Road and Lake Lincoln Lane

Mr. Schroth read Ordinance Number 21-16 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis Comprehensive Plan pursuant to 163.3187 F.S.; changing the future land use designation of approximately 5.2 acres of recently annexed real property at the northeast corner of Estes Road and Lake Lincoln Lane from Rural Transition in Lake County to Suburban Residential (SR) in the City of Eustis.

Mr. Schroth opened the public hearing at 7:19 p.m. There being no public comment, the hearing was closed at 7:20 p.m.

Moved by Commissioner LeHeup-Smith, seconded by Mayor Holland, to approve Ordinance Number 21-16 on first reading. Motion carried by the following votes:

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

5.3 Ordinance Number 21-17: Assigning the design district designation to property located at the northeast corner of Estes Road and Lake Lincoln Lane

Mr. Schroth read Ordinance Number 21-17 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Neighborhood design district designation to approximately 5.2 acres of recently annexed real property at the northeast corner of Estes Road and Lake Lincoln Lane.

Mr. Schroth opened the public hearing at 7:21 p.m. There being no public comment, the hearing was closed at 7:21 p.m.

Mayor Holland commented on the need for the Commission to discuss requiring a concept plan or adding an additional land use district to the Code.

Moved by Commissioner LeHeup-Smith, seconded by Vice Mayor Lee, to approve Ordinance Number 21-17 on first reading. Motion carried by the following votes:

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

5.4 First Reading - Explanation of Ordinances for Property on the West Side of Estes Road (approximately 650-feet north of Bates Avenue):
Ordinance Number 21-18: Voluntary Annexation
Ordinance Number 21-19: Comprehensive Plan Amendment
Ordinance Number 21-20: Design District Assignment

Mr. Schroth read Ordinance Number 21-18 by title on first reading: An Ordinance of

the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 4.69 acres of real property on the west side of Estes Road (approximately 650 feet north of Bates Avenue).

Ms. Barnes reviewed the requested annexation stating the applicant is requesting a future land use designation of Suburban Residential (SR) and a design district designation of Suburban Neighborhood. She reviewed staff's evaluation of the request, the surrounding land uses and compared the densities between the County's land use and the City's land use noting that the subject property is more than one mile from the City's JPA boundary. She stated that the City's Future Land Use Map indicates that the majority of the residential property in the City is Suburban Residential in nature. She stated the City's development pattern map shows the subject area as suburban. She provided a review of the evaluation of the future land use request and explained the additional regulations that will apply prior to development and the additional studies that will be required. She stated the requested land use designation and design district designation are compatible with the comprehensive plan and land development regulations. She stated staff's recommendation for approval. She indicated one email had been received from Lee Conger, three emails from Kathy Gonzalez and one anonymous phone that didn't indicate if they were in opposition.

Mr. Schroth opened the public hearing at 7:33 p.m.

The following individuals spoke in opposition of the request citing erosion concerns, density and traffic on Estes Road: 1) Cindy Newton; 2) Charles Newton; 3) Harold Woodall; and 4) Kathy Gonzalez.

There being no further public comment, the hearing was closed at 7:40 p.m.

Moved by Commissioner LeHeup-Smith, seconded by Commissioner Cobb, to approve Ordinance Number 21-18 on first reading. Motion carried by the following votes:

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

5.5 Ordinance Number 21-19: Changing the future land use designation of property located on the west side of Estes Road (approximately 650 feet north of Bates Avenue)

Mr. Schroth read Ordinance Number 21-19 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis Comprehensive Plan pursuant to 163.3187 F.S.; changing the future land use designation of approximately 4.69 acres of real property on the west side of Estes Road (approximately 650 feet north of Bates Avenue) from Rural Transition in Lake County to Suburban Residential (SR) in the City of Eustis.

Mr. Schroth opened the public hearing at 7:41 p.m. There being no public comment, the hearing was closed at 7:41 p.m.

Moved by Commissioner LeHeup-Smith, seconded by Vice Mayor Lee, to approve Ordinance Number 21-19 on first reading. Motion carried by the following votes:

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

5.6 Ordinance Number 21-20: Assigning the design district designation to property located on the west side of Estes Road (approximately 650 feet north of Bates Avenue)

Mr. Schroth read Ordinance Number 21-20 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Suburban Neighborhood design district designation to approximately 4.69 acres of recently annexed real property on the west side of Estes Road (approximately 650 feet north of Bates Avenue).

Mr. Schroth opened the public hearing at 7:42 p.m. There being no public comment, the hearing was closed at 7:42 p.m.

Moved by Commissioner LeHeup-Smith, seconded by Vice Mayor Lee, to approve Ordinance Number 21-20 on first reading. Motion carried by the following votes:

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

6. FUTURE AGENDA ITEMS

6.1 Mayor Holland asked if those residents complaining about the condition of the roads have complained to the County Commission with audience members indicating they had and questioning if the County had roads within the City. The Commission confirmed there are some County roads located within City limits.

Commissioner Cobb asked about the Lake Community Action Agency building noting they no longer have a lease. She asked to have discussion regarding use of that building. She then noted the post office property is located within the CRA and is up for sale and asked to have discussion regarding it.

Vice Mayor Lee asked to have future discussion regarding how developers present to the Commission.

7. COMMENTS

7.1 City Commission

Commissioner Cobb thanked staff for their assistance with the Community Garden and noted they would have a ribbon cutting soon.

Commissioner Hawkins thanked Lori Barnes for her work and acknowledged that she tends to get caught in the middle. He acknowledged Kobe Bowers and his work with the Boys & Girls Club. He encouraged everyone to visit the Boys & Girls Club. He then commented on the Suicide Bus and asked if their information could be added to the City's website to inform the public about that resource.

Commissioner Hawkins then commented on his desire to try and speed things up

to get things done. He noted he received a phone call regarding the EHS softball team. He asked to have signs at the City Limits acknowledging "Home of the 2021 state champion softball team".

Discussion was held regarding having multiple signs and acknowledging previous years' championships with Mr. Neibert suggesting there be two signs - one recognizing the current year softball champions and one recognizing previous years' champions.

Commissioner Cobb commented on all the work done at Lake Willie and presented a photo showing damage done to the boardwalk by someone. She asked everyone that if they see something, say something.

Commissioner LeHeup-Smith thanked staff for the new banners being installed downtown. She then commented on LEASH and stated they would be doing free microchipping in Umatilla. She noted that they have a program called LEASH Jr. which teaches children how to interact with animals and recommended that Mr. Bowers go on their website and they can arrange to do a program for them for free.

Vice Mayor Lee gave kudos to Tom Carrino for his work with the City. She also thanked Lori Barnes, Police Chief Craig Capri and Fire Chief Mike Swanson. She commented on the Golden Seniors utilizing the Woman's Club for the summer and how much they are enjoying it. She thanked Craig Dolan for his work with the Golden Seniors as well.

Gail Isaac Thomas announced the Seniors would be going to Denny's on Tuesday if they want to join them.

7.2 City Manager

Mr. Neibert reminded the Commission that the next budget workshop would be Tuesday, July 6th.

7.3 City Attorney - None

7.4 Mayor

Mayor Holland thanked Chief Capri for his work to resolve the homeless problem. He thanked all of the City's leadership team for their work for the City. He then cited the various events that would be part of the City's Independence Day celebration.

8. ADJOURNMENT: 7:58 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 or verbatim transcript of the meeting can be obtained from the office of the City Clerk for a fee.


MARY C. MONTEZ
City Clerk


MICHAEL L. HOLLAND
Mayor/Commissioner