



City of Eustis, Florida

City Hall
10 North Grove Street
Post Office Drawer 68
Eustis, FL 32727-0068

Meeting Minutes – Final* City Commission

Thursday, April 6, 2017

6:00 PM

City Hall

INVOCATION: Pastor Chris Haden, First United Methodist Church of Eustis

PLEDGE OF ALLEGIANCE: Commissioner Bob

CALL TO ORDER: Mayor Morin - 6:03 p.m.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

Present: 4 - Commissioner Linda Bob; Commissioner Carla Gnann-Thompson; Vice-Mayor Marie Aliberti; and Mayor Robert Morin

Absent: 1 - Commissioner Anthony Sabatini

I. AGENDA UPDATE

Ron Neibert, City Manager, announced that the discussion of a proposed noise ordinance would be postponed to the April 20, 2017 meeting.

II. APPROVAL OF MINUTES

16335 March 16, 2017 Regular City Commission Meeting

A motion was made by Vice-Mayor Aliberti, seconded by Commissioner Gnann-Thompson, to approve the Minutes. The motion passed by an unanimous vote.

III. PRESENTATIONS

16316 Recognition of 2017 Miss Eustis Pageant winners

Mayor Morin presented each of the 2017 pageant winners with a certificate and Eustis lapel pin. Present were Pageant Director Stephanie Henderson, Miss Eustis Alleah Thornhill, Teen Miss Eustis Annagrace Hall, Jr. Miss Eustis Briona Hall, Little Miss Eustis Chloe Seebree and Tiny Miss Eustis Alexis Nguyen.

16338 Acceptance of the Comprehensive Annual Financial Report (CAFR) for the year ended September 30, 2016

Colleen Scott, Finance Director, provided an overview of the City's Comprehensive Annual Financial Report (CAFR) for the fiscal year ending September 30, 2016.

Mark White, Purvis, Gray and Associates, stated the CAFR meets all of the City's external financial reporting and bond disclosure requirements. He commented on the City's stable financial condition, amount of reserves and low bond indebtedness. He explained the new requirement for the City to book the net pension liability which totals \$9,700,000 for all three pension funds. He reviewed the various reports included in the CAFR including the financial statements, internal control and compliance report, investment compliance report, auditor general management letter and the governance letter. He stated their audit report shows no significant deficiencies or material weaknesses and the report on the financial statements is an unmodified report. He explained the new requirements that the State Auditor General has to audit the financial statements of the FRS (Florida Retirement System) and provide information to the members regarding each member's pro

rata share of the pension liability so that the liability can be booked appropriately. He explained an "emphasis of matter" statement included in the FRS audit due to the plan actuary expressing concern about the discount rate that was used to determine the pension liabilities. He reviewed their two management letter recommendations regarding 1) inventory for the Water & Sewer system with a recommendation to go to a perpetual inventory system to increase internal controls; and 2) general controls over information technology with a recommendation that the City formalize and test its disaster recovery plans and increase security awareness training. He stated those are not considered to be significant deficiencies or material weaknesses; just recommendations for improving financial and operations of the City.

The Commission and Mr. White discussed the impact if the City decided to address the FRS unfunded liability locally with Mr. White commenting on the stability of the FRS with it being approximately 90% funded.

The Commission questioned how many employees are part of FRS with Ms. Scott responding that there are only 14 City employees still part of FRS.

16345 Overview of Sexual Predator/Offender Restrictions on Residency

Lt. Gary Winheim provided an overview of the state and local laws pertaining to sexual offenders and predators and where they may reside. He explained that the Lake County Sheriff's Office has a unit that handles the registration and monitoring of offenders and predators. He stated there are no residence restrictions under state law; however, there is a Lake County ordinance which is effective within City limits. He reviewed the number of sexual offenders/predators registered within the County and within the City and three surrounding cities - Mount Dora, Tavares and Umatilla. He referred to the state website for additional questions.

The Commission commented on whether or not the City could enact its own restrictions with Lt. Winheim noting that often the offenders already have restrictions that were placed on them by the court.

The Commission questioned who determines that they are meeting their restrictions with Lt. Winheim explaining that is done by the County's Sexual Offender Unit. He further explained that offenders can be looked up on the Lake County Sheriff's Office website and you can see any additional restrictions on an individual offender.

The Commission then asked about homeless offenders with Lt. Winheim stating they are required to check in with the Sexual Offender Unit once a month and the County reports that they usually do.

16332 Facility Rental Rates

Joe LaPolla, Parks and Recreation Director, presented a review of the City's facility rental fees and rules and regulations regarding the rental and use of City facilities and athletic fields. He noted that the current rates have been in effect since 2013. He then presented a comparison of rates with surrounding cities. He commented on the City's special event permit application and process. He explained that when individuals seek to rent a City facility, if it appears it will meet the criteria for a special event permit, then they are referred to the Police Department.

IV. AUDIENCE TO BE HEARD

Nan Cobb, President of the Lake Eustis Area Chamber of Commerce, reviewed the upcoming Chamber events noting she had provided a folder to each of the Commissioners. She added that everyone is invited to all of their events, not just Chamber members.

Bob Tackett, E. Key Avenue, requested stop signs be placed on E. Key Avenue at Lake Gracie Drive and Salem Street. He commented on the high rate of speed of traffic and expressed concern about the danger to pedestrians. He also requested that the speed limit be reduced to 15 mph.

Christine Cruz, Eustis Chicken Club, expressed concern regarding the chickens currently located within the town and lack of oversight of their conditions. She stated that licensing a limited number of chickens would allow the City to educate owners and encourage responsible ownership. She encouraged everyone to attend the Lake County Fair and interact with the 4-H Club members.

V. CONSENT AGENDA

- 16340 Resolution No. 17-24: Approval of Purchases in Excess of \$50,000 for Nine (9) Water and Wastewater Department Replacement Service Vehicles
- 16341 Resolution No. 17-26: Security System Upgrades for the Wastewater Treatment Plant & Water/Wastewater Office Complex
- 16333 Resolution No. 17-28: Budget Amendment for Off-Duty Police Compensation
- 16334 Resolution No. 17-29: Refuse Collection Rate Decrease
- 16336 Appointment to Lake County Arts & Cultural Alliance - Richard Colvin
- 16339 Memorandum of Agreement for Polling Place - Precinct #6

A motion was made by Commissioner Bob, seconded by Commissioner Gnann-Thompson, to Approve the Consent Agenda. The motion carried by the following vote:

Aye: 4 - Commissioner Bob; Commissioner Gnann-Thompson; Vice-Mayor Aliberti; and Mayor Morin

VI. OTHER BUSINESS

- 16342 Proposed change to the General Employee 401(a) and 457 Retirement Plans

Bill Howe, Human Resources Director, explained the proposal to change the City's retirement plan record keepers from ICMA-RC to MassMutual Financial Group. He further explained the need for a financial investment manager to ensure the City meets its fiduciary responsibilities for administering the plan. He explained the City put out an RFP for an investment manager. He stated staff's recommendation for the City to contract with FiduciaryFirst to act as the City's Financial Investment Manager with the intent for FiduciaryFirst to then develop an agreement with MassMutual to serve as the record keeper for the 401 and 457 retirement plans. He introduced Joseph Mendell from FiduciaryFirst.

The Commission asked how much would be saved by making the change with Mr. Howe stating there would be a 40% savings which would include the financial investment manager to assist employees with their investments. He noted an Investment Committee would be formed to meet quarterly. He emphasized that currently the City's employees receive no advice or guidance regarding their investments.

The Commission expressed concern regarding employees borrowing from their funds with Mr. Howe explaining staff would discuss the plan with MassMutual. He reported that 30% of the employees have taken loans against their funds. He stated his recommendation that the City still allow the employees to obtain loans but be better educated about it.

The Commission asked if they would provide training and seminars with Mr. Howe responding that MassMutual would provide some basic investment training and that FiduciaryFirst would meet individually with the employees to discuss their investment needs. He stated that when the plan is converted, employees would be mandated to attend a meeting regarding the conversion.

The Commission confirmed that employees also pay into Social Security.

16343 Consideration of Noise Ordinance Provisions

Postponed to April 20, 2016, Commission meeting.

16344 Report on Speeding and Other Traffic Enforcement on State Road 19 (Grove Street)

Rick Gierok, Public Works Director, reviewed the current situation on northbound Grove Street between Herrick and Orange and explained there is a natural traffic calming effect due to the narrowing of the roadway. He commented on the widening of the roadway beginning at Orange Avenue and the resulting increase in speed. He stated that some of the issue with the public comments may be perception due to the closeness to the traffic. He reported the Police Department had studied the speeding on Grove Street/SR 19 and the number of incidents involving vehicles passing stopped school busses along that route. He explained they also made a request to the State Dept. of Transportation (FDOT) and FDOT is currently undertaking a study. He added that the City cannot make any changes without approval of the State.

Mr. Gierok then reviewed the number of incidents of school busses being illegally passed from a report provided by the School Board. He added that only 14% of the incidents in Lake County were due to a vehicle passing a school bus from behind with 86% by oncoming vehicles facing the busses. He reported that the Police Department had placed an unmarked car in the area and found no incidences of cars passing a stopped school bus. He noted that, it is believed, the bus stop was placed where it is at the parent's request. He stated a possible resolution could be moving the bus stop around the corner and getting it off of SR 19. He added that they could also install some "School Bus Stop Ahead" signs with a permit from FDOT. He recommended waiting to make any changes until the State's traffic study is completed and seeing what recommendations they make.

The Commission commented on the issue of airbraking by the large trucks. It was suggested that contact information for the Department of Transportation be added to the City's website and provided to the Commission.

Mr. Gierok reported FDOT is in the design phase of a "complete streets" project for Hwy. 19 from US 441 to Herrick. He added that from Orange Ave. to Gottsche on Grove Street, Bay Street and Eustis has been submitted to the MPO for a complete streets project which would incorporate some traffic calming.

The Commission expressed support for additional streetscaping with Mr. Neibert stating suggestions would go to the MPO once the City's project is accepted for a complete streets project.

The Commission requested an update be provided to the Commission on the MPO complete streets project.

The Commission discussed relocating the bus stop to the side road particularly with Mr. Neibert indicating that the parent had been approached and she was not very receptive to the idea. Commissioner Bob indicated she would approach the parent to discuss the idea as well.

Mr. Neibert indicated that, until a resolution is reached, the Police Department would continue to have additional patrols in the area to try and keep it under control.

The Commission commented on the increasing traffic in the community and surrounding areas and the need for it to be addressed for the future.

VII. FUTURE AGENDA ITEMS - None**VIII. COMMENTS**

City Commission

Commissioner Gnann-Thompson recognized a group of Eustis High School students and invited them to introduce themselves.

Audrey Wikan explained they are from the National Teenage Republicans noting that she is the founder and chair for the organization. She commented on their efforts to get students involved in local government. Also in attendance were Jenna Rogers, Vice Chair; Chad Higgins, member; Daniel Rusin, Secretary; Natasha Klienbach, Political Director; and Callie Balut, member.

Mayor Morin noted that the City elections are nonpartisan and encouraged them to attend the County Commission meetings which are partisan.

Commissioner Gnann-Thompson announced the upcoming Busker Festival.

Commissioner Bob announced the First Friday event and added it would include previews for the Busker Festival. She noted that her daughter recently turned 21.

Vice Mayor Aliberti cited the upcoming Eustis Music/Bike Festival and the Vietnam Memorial Moving Wall and related events.

Mayor Morin requested to have on the next agenda discussion on whether or not the City should continue its membership with the Lake Sumter MPO due to recent issues with the MPO.

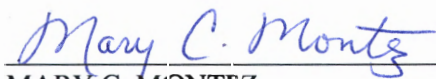
Mr. Neibert noted the City had received the renewal agreement which contains a change in funding so that could be discussed at the same time.

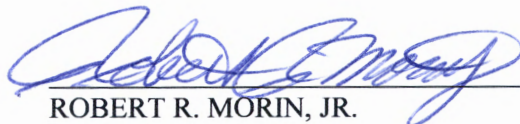
Mayor Morin announced the Eustis High School Jazz Revue at the Mount Dora Community Building, the Moving Wall Vietnam War Memorial and related events; the Before I Die Wall, his participation in the Poker Run fundraiser for the Vietnam War Wall, and the success of the Amazing Race for Charity event.

City Manager - None

City Attorney - None

IX. ADJOURNMENT - 7:35 p.m.


MARY C. MONTEZ
City Clerk


ROBERT R. MORIN, JR.
Mayor/Commissioner

*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.