



City of Eustis, Florida

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

Meeting Minutes – Final* City Commission

Thursday, September 22, 2016

6:00 PM

City Hall

INVOCATION: Rev. Elijah Perry, Church of God by Faith

PLEDGE OF ALLEGIANCE: Commissioner Bob

CALL TO ORDER: Vice Mayor LeHeup-Smith

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

Present: 4 - Vice-Mayor Karen LeHeup-Smith; Commissioner Robert Morin; Commissioner Linda Bob; and Commissioner Carla Gnann-Thompson

Absent: 1 - Mayor Michael Holland

I. AGENDA UPDATE - None

II. APPROVAL OF MINUTES

16199 September 8, 2016 - Regular City Commission Meeting

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

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

III. PRESENTATIONS

16196 Proclamation declaring September 22, 2016, as National Public Lands Day in the City of Eustis

Vice Mayor LeHeup-Smith read a proclamation declaring September 24, 2016 as Public Lands Day in the City and presented the signed proclamation to Eileen Tramontana, Executive Director of Trout Lake Nature Center (TLNC), and Joan Bryant, President of the TLNC Executive Board. She noted the date on the agenda was incorrect.

Ms. Tramontana announced that a Public Lands Day event would be held Saturday and they would be removing Caesar's weed, an invasive exotic plant. She invited anyone interested to join them.

16197 Presentation of Lifesaving Awards to Eustis Police Department and Fire Department Personnel

Police Chief Gary Calhoun and Vice Mayor LeHeup-Smith presented the Lifesaving Award to Officer Austin Bitter and Senior Officer Theresa Graham. Chief Calhoun explained the circumstances of the incident and introduced the victim. It was noted that Chief Swanson and his crew were not present due to them being involved with fighting a fire. Their recognition was postponed until later in the meeting.

IV. AUDIENCE TO BE HEARD

Tonya Martin addressed the Commission regarding a recent home invasion at her home. She thanked Chief Calhoun and the department for their response, their patrolling of the neighborhood and the City's efforts to try and get the County property cleaned up near her home.

V. CONSENT AGENDA

Commissioner Bob asked to pull Resolution No. 16-77 and 16-81 with the Vice Mayor announcing those would be considered first under the public hearings.

16187 Resolution No. 16-76: Accepting \$8,004.00 from the FY2016/17 Edward Byrne Memorial Justice Grant for the implementation of the purchase and installation of weapons mounts in Police Department assigned vehicles

16190 Resolution No. 16-78: Purchase in excess of \$50,000 for the Eustis Mobility Sidewalk Improvements of Kurt and Eustis Streets

16189 Resolution No. 16-79: Awarding Duty Weapon to Retiring Sworn Officers

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

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

VI. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

16183 Resolution No. 16-77: Awarding Bond Underwriter Services Contract to Stifel, Nicolaus, and Company, Inc.

Derek Schroth, City Attorney, announced Resolution No. 16-77: A Resolution by the City Commission of the City of Eustis, Lake County, Florida awarding the firm Stifel, Nicolaus and Company, Inc. for provision of bond underwriting services in procurement of a water and sewer utility revenue bond in support of the City of Eustis Capital Improvement Plan.

Commissioner Bob explained her reason for pulling the item was due to the amount of the debt related to the agreement.

Colleen Scott, Finance Director, explained the purpose of the bond underwriter and that the annual cost for their services would be approximately \$44,000. She explained the RFP process for the service.

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

A motion was made by Commissioner Gnann-Thompson, seconded by Commissioner Morin, to Approve Resolution No. 16-77. The motion carried by the following vote:

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

16191 Resolution No. 16-81: St. Johns River Water Management District Cost Share Funding for the Eastern Wastewater Treatment Facility Expansion Project

Mr. Schroth announced Resolution No. 16-81: A Resolution of the City Commission of the City of Eustis, Florida, authorizing the City Manager to execute all agreements and contracts with St. John's River Water Management District cost share funding for the Eastern Wastewater Treatment Facility Expansion Project.

Ron Neibert, City Manager, explained the resolution is for acceptance of a cost share funding agreement with St. John's River Water Management District which will provide \$2.5 million dollars for the eastern wastewater treatment facility expansion project.

Mr. Schroth opened the public hearing at 6:27 p.m. There being no public comment, the hearing was closed at 6:27 p.m.

A motion was made by Commissioner Morin, seconded by Commissioner Gnann-Thompson, to Approve Resolution No. 16-81. The motion carried by the following vote:

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

16193 Resolution No. 16-68: Designation of Property Located at 551 Huffstetler Drive as the Valencia Grove Brownfield Area

Mr. Schroth explained the additional information requested had not yet been provided so staff is recommending postponing consideration until the October 20th meeting.

The Commission commented on how long the property has been vacant and how the surrounding properties have not had similar problems.

Mr. Schroth opened the public hearing at 6:29 p.m. There being no public comment, the hearing was closed at 6:29 p.m.

Lori Barnes, Development Services Director, explained the need for the official postponement to avoid additional advertising costs.

A motion was made by Commissioner Gnann-Thompson, seconded by Commissioner Bob, to postpone consideration of Resolution No. 16-68 until October 20, 2016. The motion carried by the following vote:

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

16184 Resolution No. 16-72: Final Millage Rate for 2016 (FY2016-17).

Mr. Schroth announced Resolution No. 16-72: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, adopting the final millage levy of ad valorem taxes for the City of Eustis, Lake County, for fiscal year 2016-2017; providing for an effective date.

Rob Visser, Assistant Finance Director, announced the resolution would adopt the final millage for the City of Eustis of 7.5810. He stated the rolled-back rate would be 7.3771 and that the proposed rate is 2.76% higher than the rolled-back rate. He provided a comparison of the property values and tax collections over the past ten years and a comparison of the rates for the other cities within the county.

Mr. Schroth opened the public hearing at 6:32 p.m. There being no public comment, the hearing was closed at 6:32 p.m.

A motion was made by Commissioner Gnann-Thompson, seconded by Commissioner Morin, to Approve Resolution No. 16-72. The motion carried by the following vote:

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

16186 Resolution No. 16-73: Adopting a Final Budget for FY 2016-17

Mr. Schroth announced Resolution No. 16-73: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, adopting the final budget for fiscal year 2016-2017; which shall include the Capital Improvement Program for the City of Eustis; providing for an effective date.

Mr. Visser provided an overview of the budget process and stated this was the final budget hearing for FY2016-17. He provided highlights of the final budget and stated it is prepared in accordance with GFOA criteria. He provided an overview of the All Funds summary and the General Fund along with a breakdown of the General Fund revenue sources and expenditures. He then reviewed the recurring revenues and expenses, and provided highlights of the FY2016-17 Capital Improvement Plan.

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

A motion was made by Commissioner Morin, seconded by Commissioner Gnann-Thompson, to Approve Resolution No. 16-73. The motion carried by the following vote:

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

SECOND READING**16130 Ordinance No. 16-16: Voluntary Annexation of Approximately 81.87 Acres on the North Side of County Road 44, West of E. County Road 44 (Bypass)**

Mr. Schroth read Ordinance No. 16-16 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Florida, voluntarily annexing approximately 81.87 acres on the north side of County Road 44, west of E. County Road 44 (44 bypass).

Mr. Schroth opened the public hearing at 6:39 p.m. There being no public comment, the hearing was closed at 6:39 p.m.

A motion was made by Commissioner Morin, seconded by Commissioner Gnann-Thompson, to Adopt Ordinance No. 16-16 on second reading. The motion carried by the following vote:

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

16131 Ordinance No. 16-17: Comprehensive Plan Future Land Use Map Amendment North Side of County Road 44, West of E. County Road 44

Mr. Schroth read Ordinance No. 16-17 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis Comprehensive Plan pursuant to 163.3184 F.S.; changing the Future Land Use Designation of approximately 81.87 acres of recently annexed real property located on the north side of County Road 44, west of E. County Road 44 (bypass) from Urban Low in Lake County to "Suburban Residential" (SR) in the City of Eustis.

Mr. Schroth opened the public hearing at 6:40 p.m. There being no public comment, the hearing was closed at 6:40 p.m.

A motion was made by Commissioner Morin, seconded by Commissioner Gnann-Thompson, to Adopt Ordinance No. 16-17 on second reading. The motion carried by the following vote:

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

16132 Ordinance No. 16-18: Design District Assignment North Side of County Road 44, West of E. County Road 44 (Bypass)

Mr. Schroth read Ordinance No. 16-18 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Design District Designation of Suburban Corridor to approximately 81.87 acres of recently annexed real property located on the north side of County Road 44, West of E. County Road 44 (bypass).

Mr. Schroth opened the public hearing at 6:41 p.m. There being no public comment, the hearing was closed at 6:41 p.m.

A motion was made by Commissioner Morin, seconded by Commissioner Gnann-Thompson, to Adopt Ordinance No. 16-18 on second reading. The motion carried by the following vote:

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

16133 Ordinance No. 16-19: Voluntary Annexation of Approximately 46.27 Acres on the South Side of County Road, West of E. County Road 44 (Bypass)

Mr. Schroth read Ordinance No. 16-19 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Florida; voluntarily annexing approximately 46.27 acres of real property located on the south side of County Road 44, west of E. County Road 44 (44 bypass).

Mr. Schroth opened the public hearing at 6:42 p.m.. There being no public comment, the hearing was closed at 6:42 p.m.

A motion was made by Commissioner Gnann-Thompson, seconded by Commissioner Morin, to Adopt Ordinance No. 16-19 on second reading. The motion carried by the following vote:

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

16134 Ordinance No. 16-20: Comprehensive Plan Future Land Use Map Amendment South Side of County Road 44, West of E. County Road 44 (bypass)

Mr. Schroth read Ordinance No. 16-20 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the City of Eustis Comprehensive Plan pursuant to 163.3184 F.S.; changing the Future Land Use Designation of approximately 46.27 acres of recently annexed real property located on the south side of County Road 44, west of E. County Road 44 (bypass) from Urban Low in Lake County to "Mixed Commercial/Residential" (MCR) and "General Commercial" (GC) in the City of Eustis, as shown on Exhibit A.

Mr. Schroth opened the public hearing at 6:43 p.m. There being no public comment, the hearing was closed at 6:43 p.m.

A motion was made by Commissioner Morin, seconded by Commissioner Gnann-Thompson, to Adopt Ordinance No. 16-20 on second reading. The motion carried by the following vote:

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

16135 Ordinance No. 16-21: Design District Assignment South Side of County Road 44, West of E. County Road 44 (Bypass)

Mr. Schroth read Ordinance No. 16-21 by title on second and final reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; assigning the Design District Designation of Suburban Corridor to approximately 46.27 acres of real property located on the south side of County Road 44, west of E. County Road 44 (bypass).

Mr. Schroth opened the public hearing at 6:45 p.m. There being no public comment, the hearing was closed at 6:45 p.m.

A motion was made by Commissioner Gnann-Thompson, seconded by Commissioner Morin, to Adopt Ordinance No. 16-21 on second reading. The motion carried by the following vote:

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

FIRST READING

16192 Ordinance No. 16-26: Issuance of Eustis Series 2016 Water and Sewer Revenue Bonds

Mr. Schroth read Ordinance No. 16-26 by title on first reading: An Ordinance of the City of Eustis, Florida authorizing the issuance of not exceeding \$8,500,000 Water and Sewer Revenue Bonds, Series 2016 to finance the cost of certain system projects; pledging a lien on the net revenues of the combined water and sewer system to secure the payment thereof; providing for the rights of the holders of such bonds; providing certain other matters in connection therewith and providing an effective date.

Colleen Scott, Finance Director, explained the bond issuance would fund the Water & Sewer CIP projects including the Eastern Wastewater Treatment Plant expansion, Lakeview water and sewer project, northside and southside sewer sliplines, sludge handling upgrade and miscellaneous other sliplines. She further explained the \$8.5 million bond issue would be for 20 years. She reviewed the City's current debt and noted that the 1997 bond issuance would be paid off in December 2017 leaving the City in a very good financial position. She reviewed the various bond issuance costs and introduced Craig Dunlap from Dunlap & Associates, the City's financial advisor, Jennifer LaRocco from Gray Robinson, the City's legal counsel, Margaret Lezcano and Tim Sackmaster from Stifel, Nicolaus and Co., the City's bond underwriter.

Mr. Schroth opened the public hearing at 6:48 p.m. There being no public comment, the hearing was closed at 6:48 p.m.

A motion was made by Commissioner Morin, seconded by Commissioner Gnann-Thompson, to Approve Ordinance No. 16-26 on first reading. The motion carried by the following vote:

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

VII. OTHER BUSINESS

16194 Permission for Outside Consumption of Alcohol in the Entertainment District for October 9, 2016 and November 20, 2016

Tom Carrino, Economic Development Director, explained that the Entertainment District regulations do not allow for Sunday outdoor consumption without specific approval by the City Commission. He stated they are requesting approval for outdoor alcohol consumption on October 9, 2016 for the Lake County Folk Festival and November 20, 2016, for the Explore Eustis event.

A motion was made by Commissioner Morin, seconded by Commissioner Gnann-Thompson, to allow the outdoor consumption of alcohol within the Entertainment District on Sunday, October 9, 2016, and Sunday, November 20, 2016. The motion carried by the following vote:

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

16198 2016 City Manager Performance Evaluation

Bill Howe, Human Resources Director, explained the Commission is required to provide an evaluation of the City Manager on an annual basis. He stated this would also be the appropriate time for them to consider any additional benefits or salary increase.

The Commission confirmed whether or not the contract dictates any salary increases with Mr. Howe explaining the contract states it is up to the Commission to review and set that from time to time with no specific timeframe.

Vice Mayor LeHeup-Smith complimented Mr. Neibert on his performance during his first year. She cited the City's excellent leadership staff and the improved employee morale. She noted the various improvements to Ferran Park and stated Mr. Neibert is an asset to the City.

Commissioner Gnann-Thompson concurred with the Vice Mayor's comments.

Commissioner Morin noted he had only been on the Commission for a few months. He cited those traits that he specifically appreciates and noted that Mr. Neibert shows that he is very pleased to be in Eustis. He commented on the City staff and leadership and complimented the Commission on their efforts as well.

Commissioner Bob indicated she probably evaluated him the strictest. She complimented Mr. Neibert on his attendance at the comedy nights and other events. She explained her desire to ensure that the City is inclusive and addresses the needs of everyone in the community and expressed concern about safety throughout the City. She emphasized the need to address the needs of all of Eustis. She thanked Mr. Neibert for being with the City.

CONSENSUS: *It was a consensus of the Commission to retain Mr. Neibert as City Manager and to discuss the City Manager's salary when the entire Commission is present.*

Mr. Neibert thanked the Commission for their comments. He assured the Commission he will strive to continue those things they like and address those areas of concern.

VIII. FUTURE AGENDA ITEMS

Commissioner Gnann-Thompson asked when the community meeting would be scheduled with Mr. Neibert responding that it has been scheduled for October 3rd at 6:00 p.m. He explained that everyone had been invited who discussed the issues during the last Commission meeting. He stated it would be run as an open public meeting not a workshop but would be properly noticed to allow all of the Commissioners to attend.

Chief Calhoun noted that staff's intent for the initial meeting was to just invite the core people and then hold a more open community meeting at a later date.

Mr. Neibert indicated the Commission would be informed as soon as a definite location was set.

IX. COMMENTS

City Commission

Commissioner Gnann-Thompson announced the upcoming Folk Festival October 7 - 9 with activities in Ferran Park and the downtown area.

Commissioner Morin announced the Eustis Fall Festival to be held October 29th in Ferran Park.

Commissioner Bob cited the Downtown Cruise-in and commented on her return to work with high school age students.

Vice Mayor LeHeup-Smith interrupted the Commission comments for the firefighter Livesaving Ribbon presentation.

Fire Chief Mike Swanson apologized for being late due to a fire. He noted the other two recipients are still at the fire. He presented the Live Saving Awards and ribbons to Lt. Josh Mullaly and FF/Eng/Paramedic Brian Saxton. He commented on how both individuals have multiple awards for lifesaving already. He noted that Paramedic Saxton was selected as the Paramedic of the Year. He announced that the second crew (Eng/EMT Brad Carroll and Eng/Medic Sammy Rimes) would be receiving the Meritorious Unit Ribbon.

City Manager

Mr. Neibert announced that the City is going to have a new cooperative program with Open Door. He explained the City will be accepting some of their clients as volunteers for the City which will help give them some job experience and build their resume.

Vice Mayor LeHeup-Smith explained for the audience that the Open Door is a homeless drop-in facility where they can receive assistance obtaining various services, take showers, and do their laundry.

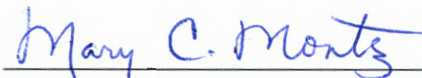
City Attorney - None

Mayor

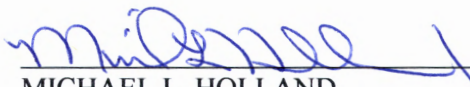
Vice Mayor LeHeup-Smith reminded everyone about the Public Lands event Sept. 24th at Trout Lake Nature Center. She announced the Parks and Recreation Annual Scholarship Golf Tournament would be held October 28th. She explained the proceeds provide scholarships for youth to attend the City programs.

Commissioner Morin reported on a recent ride along he completed with the Police Department. He cited the need to try and annex the County enclaves into the City. He stated he was contacted by Unitarian Universalist church regarding providing some social services in the community.

X. ADJOURNMENT - 7:18 p.m.



MARY C. MONTEZ
City Clerk



MICHAEL L. HOLLAND
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.