APPROVED: 8/21/2014

City of Eustis, Florida

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

Meeting Minutes – Final*
City Commission

Thursday, August 7, 2014 | **6:00 PM** | **City Hall**

INVOCATION: Rev. Marc Kappel, Faith Lutheran

PLEDGE OF ALLEGIANCE: Commissioner Muenzmay

CALL TO ORDER: Mayor Bob

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

Present: 5 - Commissioner Kress Muenzmay; Vice-Mayor Albert Eckian; Commissioner Michael Holland; Commissioner Karen LeHeup-Smith (arrived at 6:29 p.m.); and Mayor Linda Bob

I. AGENDA UPDATE - None

II. APPROVAL OF MINUTES

14180 July 14, 2014 - City Commission Budget Workshop
July 17, 2014 - City Commission Workshop re: Trout Lake Nature Center
July 17, 2014 - Regular City Commission Meeting
July 17, 2014 - City Commission Workshop re: Sharp's Mobile Home Park

A motion was made by Commissioner Holland, seconded by Vice-Mayor Eckian, to Approve the Minutes. The motion carried by the following vote:

Aye: 4 - Commissioner Muenzmay; Vice-Mayor Eckian; Commissioner Holland; and Mayor Bob

Excused: 1 - Commissioner LeHeup-Smith

III. AUDIENCE TO BE HEARD - None

IV. CONSENT AGENDA

14178 Resolution No. 14-46: Re-roofing Bid Award

Commissioner Muenzmay asked to pull the Acceptance of the CIP for discussion after the public hearings.

A motion was made by Commissioner Holland, seconded by Vice-Mayor Eckian, to Approve the Consent Agenda as amended. The motion carried by the following vote:

Aye: 4 - Commissioner Muenzmay; Vice-Mayor Eckian; Commissioner Holland; and Mayor Bob

Excused: 1 - Commissioner LeHeup-Smith

V. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

14173 Resolution No.14-51: Revision to the City of Eustis Financial Policies

Derek Schroth, City Attorney, announced Resolution No. 14-51: A Resolution by the City Commission of the City of Eustis, Lake County, Florida, Amending the Financial Policies of the City of Eustis.

Jim Myers, Finance Director, explained the proposed revisions to the City's Financial Policies.

The Commission discussed the following: 1) whether or not submittal of the Comprehensive Annual Financial Report to the GFOA should be required in the policy; 2) the cost and amount of staff time required to prepare the report consistent with GFOA requirements; 3) benefits to having the GFOA certification; 4) the proposal to allow department directors to approve certain types of intra-departmental budget transfers; 5) placing a dollar limit on any transfers to be approved by department directors; 6) whether or not to allow staff members to apply for grants that do not requirement an expenditure of funds without Commission approval; and 7) the level of estimated revenues to be required for budgetary purposes and how those estimates may fluctuate prior to finalization of the budget.

Mr. Schroth opened the public hearing at 6:19 p.m. There being no public comment, the hearing was closed at 6:19 p.m.

A motion was made by Commissioner Holland, seconded by Vice-Mayor Eckian, to Table Resolution No. 14-51 to allow staff time to revise the resolution pursuant to the discussion. The motion carried by the following vote:

Aye: 4 - Commissioner Muenzmay; Vice-Mayor Eckian; Commissioner Holland; and Mayor Bob

Excused: 1 - Commissioner LeHeup-Smith

SECOND READING

14083 Ordinance No. 14-17: Design District Map Amendment for City-Owned Parcel on the Southwest Corner of East County Road 44 (CR 44) and Hicks Ditch Road

Mr. Schroth read Ordinance No. 14-17 by title on second reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; Amending the Design District Map; Changing the Design District Designation of Approximately 22.4 Acres of City-Owned Real Property Located at the Southwest corner of East County Road 44 and Hicks Ditch Road from Rural District to Suburban Corridor.

Mr. Schroth requested the postponement of the second reading of Ordinance No. 14-17 until August 21st due to an error in updating the posting of the subject property.

Mr. Schroth opened the public 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 Vice-Mayor Eckian, seconded by Commissioner Holland, to Continue the second reading of Ordinance No. 14-17 to the August 21, 2014 Commission meeting. The motion carried by the following vote:

Aye: 4 - Commissioner Muenzmay; Vice-Mayor Eckian; Commissioner Holland; and Mayor Bob

Excused: 1 - Commissioner LeHeup-Smith

14094 Ordinance No. 14-18: Design District Map Amendment for City-Owned Property South of East County Road 44 (CR 44) and West of Hicks Ditch Road

Mr. Schroth read Ordinance No. 14-18 by title on second reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida; Amending the Design District Map to Correct Mapping Errors; Assigning the Design District Designations of Suburban Neighborhood and Suburban Corridor to Approximately 124.5 Acres of City-Owned Real Property Located South of East County Road 44 and West of Hicks Ditch Road.

Mr. Schroth requested the postponement of the second reading of Ordinance No. 14-18 to August 21st due to an error in not updating the posting on the subject property.

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 Holland, seconded by Vice-Mayor Eckian, to Continue the second reading of Ordinance No. 14-18 until the August 21, 2014, Commission meeting. The motion carried by the following vote:

Aye: 4 - Commissioner Muenzmay; Vice-Mayor Eckian; Commissioner Holland; and Mayor Bob

Excused: 1 - Commissioner LeHeup-Smith

FIRST READING

14177 Ordinance No. 14-29: Chapter 109, Use Table of the Land Development Regulations

Mr. Schroth read Ordinance No. 14-29 on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, Amending Section 109-4 Use Regulations (b) Use Table of the Land Development Regulations to Eliminate Obsolete Land Use Districts from the Table and to Modify Permitted and Conditional Uses in all Other Land Use Districts; Providing for Codification; and Providing for an Effective Date.

Lori Barnes, Senior Planner, explained the proposed revisions to the Land Development Regulations, Section 109-4, and reviewed the highlights of the ordinance.

Commissioner LeHeup-Smith arrived at the meeting at 6:29 p.m.

The Commission confirmed that the integration of small commercial areas within residential developments would be considered under the new table and cited the removal of manufactured homes with Ms. Barnes noting that was a redundancy as it is addressed under the Florida State Statutes.

Mr. Schroth opened the public hearing at 6:41 p.m.

Dan Langley, Fishback Dominick law firm representing Robert T. Panuska and John E. Smith, expressed opposition to the ordinance.

Ed Williams, Williams Development Services, provided comments on the proposed revisions and possible consequences from the changes.

There being no further public comment, the hearing was closed at 6:55 p.m.

Ms. Barnes and Ms. Kramer responded to the comments made by Mr. Langley and Mr. Williams.

The Commission discussed the following: 1) comments made by Mr. Langley and Mr. Williams; 2) planned unit developments; 3) PUD master plan overlays; 4) conditional uses; 5) requirements for compatibility; 6) requirements for additional public hearings to amend PUD master plans; and 7) the need for flexibility.

A motion was made by Commissioner Holland, seconded by Commissioner LeHeup-Smith, to Approve Ordinance No. 14-29 on First Reading. The motion carried by the following vote:

Aye: 5 - Commissioner Muenzmay; Vice-Mayor Eckian; Commissioner Holland; Commissioner LeHeup-Smith; and Mayor Bob

14175 Acceptance of Capital Improvement Plan FY 2015-2019

Commissioner Muenzmay explained his reason for asking to remove Acceptance of the CIP from the Consent Agenda.

The Commission discussed planned improvements to Palmetto Point and Palmetto Plaza, anticipated programming for those areas, the purpose for the Palmetto Plaza improvements, the need for a long-term plan and the likelihood that results will not be realized until the project is completed.

A motion was made by Commissioner Holland, seconded by Commissioner LeHeup-Smith, to Accept the Capital Improvement Plan for FY2015-2019. The motion carried by the following vote:

Aye: 4 - Vice-Mayor Eckian; Commissioner Holland; Commissioner LeHeup-Smith; and Mayor Bob

Nay: 1 - Commissioner Muenzmay

VI. OTHER BUSINESS

14174 Florida League of Cities Legislative Committee Assignments

CONSENSUS: It was a consensus of the Commission for Commissioner Muenzmay to serve on the Economic Development Committee and for Commissioner Holland to serve on the Urban Administration Committee.

VII. FUTURE AGENDA ITEMS

Commissioner Holland requested to have a workshop regarding the old Waterman property.

Commissioner LeHeup-Smith asked to reconsider interviewing Glenn Irby for the City Manager position.

CONSENSUS: It was a consensus of the Commission to not bring Mr. Irby forward in the process.

VIII. COMMENTS

City Commission

Commissioner Holland commented on the First Friday event which benefited the high school and the back-to-school event to be held at Palmetto Plaza.

Vice Mayor Eckian also commented on the back-to-school events, noted the Parks & Recreation golf tournament to be held October 11th, and cited the number of upcoming events.

Commissioner LeHeup-Smith apologized for her tardiness and cited the October 11th Kiwanis pancake breakfast.

City Manager

Ms. Kramer reported that Mrs. Sharp is not interested in either of the City's proposals regarding the Sharp's Mobile Home Park. She asked if the Commission had any further direction.

CONSENSUS: It was a consensus of the Commission for staff to obtain appraisals of the property.

Ms. Kramer asked for direction from the Commission regarding the amount of grant funding to be included in the FY2014-15 budget. She proposed that the Commission indicate a total amount to be funded in one line item in the budget and then a workshop would be scheduled to discuss the method to be used to award funding.

The Commission discussed the following: 1) separate funding for the Chamber of Commerce due to the various joint projects they have with the City; 2) whether the City should be responsible for the fireworks and entertainment for Georgefest; 3) possibly increasing the amount of funding previously agreed to for the Bay Street Players; and 4) the need to determine the cost for the First Friday events.

CONSENSUS: It was a consensus of the Commission to have staff include in the FY2014-15 budget $20,000 for the Chamber of Commerce, $30,000 for other community grants; and to schedule a workshop to discuss awarding those grants.

Ms. Kramer commented on staff's concerns regarding how information was presented to the Commission at the August 5th workshop regarding the City Manager applications. She reported that she asked Andrea Battle-Sims, the Waters Group representative, to review the other applications and thoroughly vet them to see if any additional applicants should be considered. She indicated that printed copies will be provided to everyone of any additional information.

City Attorney - None

Mayor

Mayor Bob noted that school starts August 18th. She encouraged everyone to consider volunteering at the local schools. She commented that the number of back to school events and cited the second Community Yard Sale to be held September 27th in Ferran Park.

IX. ADJOURNMENT - 7:53 p.m.

Mary C. Montez

MARY C. MONTEZ
City Clerk

Linda Durham Bob

LINDA DURHAM BOB
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.