



AGENDA

Regular City Commission Meeting

6:00 PM - Thursday, April 18, 2019 - City Hall

Page

INVOCATION: REV. TRACIE BARRETT, UNITARIAN UNIVERSALIST
CONGREGATION OF LAKE COUNTY

PLEDGE OF ALLEGIANCE: COMMISSIONER LEE

CALL TO ORDER

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10.1 City Commission

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10.3 City Attorney

10.4 Mayor

11. ADJOURNMENT

This Agenda is provided to the Commission only as a guide, and in no way limits their consideration to the items contained hereon. The Commission has the sole right to determine those items they will discuss, consider, act upon, or fail to act upon. Changes or amendments to this Agenda may occur at any time prior to, or during the scheduled meeting. It is recommended that if you have an interest in the meeting, you make every attempt to attend the meeting. This Agenda is provided only as a courtesy, and such provision in no way infers or conveys that the Agenda appearing here is, or will be the Agenda considered at the meeting.

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (Florida Statutes, 286.0105). In accordance with the Americans with Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the City Clerk 48 hours prior to any meeting so arrangements can be made. Telephone (352) 483-5430 for assistance.

"Any invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission and the public. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission, and the Commission is not allowed by law to endorse the religious beliefs or views of this, or any other speaker.



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: MARCH 21, 2019 - REGULAR CITY COMMISSION MEETING

Introduction:

This item is for approval of the minutes of the March 21, 2019, regular City Commission meeting.

Attachments:

[03-21-2019 CC MIN - For Approval](#)

Reviewed by:



City of Eustis

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Reviewed by:



MINUTES

Regular City Commission Meeting

6:00 PM - Thursday, March 21, 2019 - City Hall

INVOCATION: PASTOR LORENZO HAGINS

PLEDGE OF ALLEGIANCE: COMMISSIONER ALIBERTI

CALL TO ORDER: 6:03 P.M.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

1. AGENDA UPDATE

2. APPROVAL OF MINUTES

2.1 February 21, 2019 - Regular City Commission Meeting

Moved by Vice Mayor LeHeup-Smith, seconded by Commissioner Aliberti, to approve the Minutes as submitted. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

3. PRESENTATIONS

3.1 Ferran Park Phase 4 Presentation

Rick Gierok, Public Works Director, provided an overview on Phase 4 of the Ferran Park improvements. He reviewed the history of the development of the master plan. He explained the items included in the plan as follows: enhancement of bandshell viewing area; improvement of park entrance; and sidewalk connectivity to the existing lakewalk. He then reviewed those phases already completed and the costs affiliated with each portion for a total expenditure so far of \$1,289,000 not including preparation of the master plan.

Mr. Gierok then reviewed the work to be included in Phases 4 and 5 with Phase 4 concentrating on the center of the park and Phase 5 being the parking area. He added that Phase 6 would include some signalization changes. He reviewed the design and engineering costs for the remaining phases for a total of \$85,000. He estimated the cost for construction of Phase 4 as \$1,190,000 and for Phase 5 as \$320,000. He commented on the work necessary to protect the trees while installing the sidewalks. He estimated the remaining project total for Phases 4 and 5 at \$1,495,250 with \$1,461,000 budgeted in the CIP. He added that the cost for the seawall repair is not included. He stated there is \$400,000 budgeted separately for that project.

Discussion was held regarding adding shading for the bandshell.

4. APPOINTMENTS

- 4.1** Appointment to the Downtown and East Town Redevelopment Agency Board (CRA Board) - Representative from the portion of the CRA east of Center Street - Gail Isaac-Thomas

Moved by Commissioner Aliberti, seconded by Vice Mayor LeHeup-Smith, to approve the appointment of Gail Isaac-Thomas to the CRA Board. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

- 4.2** Appointment to Firefighters' Pension Board - Ken Carpenter

Moved by Commissioner Aliberti, seconded by Vice Mayor LeHeup-Smith, to approve the reappointment of Ken Carpenter to the Firefighters' Pension Board of Trustees. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

- 4.3** Appointment to Firefighter's Pension Board - Jeffrey P. Stephan

Moved by Vice Mayor LeHeup-Smith, seconded by Commissioner Aliberti, to approve the reappointment of Jeffrey Stephan to the Firefighters' Pension Board of Trustees. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

- 4.4** Appointment to Eustis Memorial Library Board - Donna Bachowski

Moved by Vice Mayor LeHeup-Smith, seconded by Commissioner Aliberti, to approve the appointment of Donna Bachowski to the Eustis Memorial Library Board. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

- 4.5** Appointment to Eustis Memorial Library Board - Aja Lake

Moved by Vice Mayor LeHeup-Smith, seconded by Commissioner Aliberti, to approve the appointment of Aja Lake to the Eustis Memorial Library Board. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

- 4.6.** Appointment to Police Officers' Pension Board - Adam Bolton

Moved by Vice Mayor LeHeup-Smith, seconded by Commissioner Aliberti, to approve the appointment of Adam Bolton to the Police Officers' Pension Board. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

5. AUDIENCE TO BE HEARD

- 5.1** Donald Johnson, Time Value Investments, 2020 Dixie Avenue, addressed the Commission regarding his need to get code enforcement liens lifted that were imposed on the previous owner. He explained he can't get buyer for the property without the liens being lifted.

Mr. Neibert stated that he can apply to the Commission to have the liens lifted.

Mr. Johnson indicated he has cleaned up the property.

Derek Schroth, City Attorney, indicated that there are still issues of concern to Code Enforcement.

Mr. Johnson indicated that he has cleaned everything that was listed in the code violations.

Lori Barnes, Development Services Director, explained that the property is not currently habitable. She suggested that the Commission could pass a resolution stating the Commission's intent to lift the liens once the property is brought up to code.

Mr. Johnson stated that in order to quiet the title the liens have to be lifted.

Mr. Schroth explained there would be a recorded resolution stating that the liens will be lifted once the criteria have been completed.

Mr. Johnson stated that the property is repairable with Mr. Neibert emphasizing that the property is not habitable.

Mr. Schroth explained the problem is that the property is currently not in compliance with current City codes

The Commission recommended that Mr. Johnson go through the process to bring the request to the Commission.

Darius Kerrison addressed the Commission regarding the master plan for Ferran Park. He expressed concern about the cost of the planned improvements and noted there are other areas that also need improvement. He asked for an anticipated completion date for Palmetto Plaza with Mr. Neibert indicating early May.

Gail Isaac- Thomas thanked the Commission for her appointment to the CRA Board. She questioned why the last Commission meeting was cancelled with Mr. Neibert indicating there was only one item scheduled for the agenda so it was moved to this agenda.

6. CONSENT AGENDA

- 6.1** Resolution No. 19-27: Approval of purchase in excess of \$25,000 for Georgefest Musical Entertainment

6.2 Resolution No. 19-29: Approval of Purchase in Excess of \$25,000 for Engineering Services for the Bates Avenue WWTP Expansion Study and Corresponding Budget Amendment

6.3 Resolution No. 19-30: Reduction of Code Enforcement Fine/Release of Lien for 33 West Herrick Drive, Code Enforcement Case #18-00900

Moved by Vice Mayor LeHeup-Smith, seconded by Commissioner Aliberti, to approve the Consent Agenda. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

7. ORDINANCES, PUBLIC HEARINGS & QUASI-JUDICIAL HEARINGS

7.1 Resolution No. 19-28: Site Plan with waivers for a Commercial Retail Building at 930 S. Bay Street

Mr. Schroth announced Resolution No. 19-28: A Resolution of the City Commission of the City of Eustis, Florida; approving a site plan with waivers for a 9,100 square foot, commercial retail building on approximately +/- 1.3 acres located at 930 S. Bay Street.

Roland Magyar, Senior Planner, reviewed the proposed site plan for a retail building and requested waivers as follows: 1) Allow a street yard setback of 133 ft. instead of 75 ft. on Herrick; 2) Allow a frontage building percentage of 27% instead of 50% on Morin Street; 3) Allow a 1 ft. landscape buffer between parcels instead of 10 ft.; 4) Allow a landscape buffer along Stevens Avenue of 7.5 ft. instead of 15 ft.; and 5) Allow a landscape buffer of +/-13.68 ft. instead of 15 ft. for the parking spaces along Morin Street. He explained the reasons for each of the waivers. He stated three people contacted the City - Two had no objections and one sent an email in objection which was provided to the Commission. He stated staff's recommendation for approval.

The Commission confirmed the location of the person objecting and whether or not the retention area would be fenced and who would be responsible for maintaining the retention area and landscaping.

Mr. Schroth opened the public hearing at 6:44 p.m. There being no public comment, the hearing was closed at 6:44 p.m.

Mr. Schroth asked for a straw poll due to the absence of Commissioner Morin. A straw poll showed the vote would be 2 to 1. It was a consensus of the Commission to defer to allow a full Commission consideration.

Daniel Young, engineer for the project, asked why the issue is being deferred again with Mr. Schroth explaining the Commission has a process to follow in the case of a curable absence.

Mr. Young commented on their efforts to follow all the City's codes and explained the difficulties presented by the site and the close proximity of the other building on the site.

Matt Cason, representing the applicant, explained their waiver request for the landscape buffer. He asked if they remove the request for the 1 ft. buffer would they still be in compliance.

Mr. Magyar explained that the code allows a zero lot line for a commercial lot type which would remove the requirement for the landscape buffer.

The Commission discussed the options between no landscape buffer under the zero lot line or a 1 ft. buffer. It was noted that the buildings are actually only 16 feet apart, not 30 feet. Concern was also expressed about the need to allow the objecting property owner to be present to explain their objections.

Commissioner Aliberti moved to postpone Resolution No. 19-28 to the April 4, 2019, Commission meeting. The motion died for lack of a second.

Further discussion was held regarding the landscape buffer waiver.

Moved by Vice Mayor LeHeup-Smith, seconded by Mayor Holland, to approve Resolution No. 19-28. Motion carried by the following vote:

Ayes: Vice Mayor LeHeup-Smith and Mayor Holland

Nays: Commissioner Aliberti

7.2 Resolution No. 19-31: Approval of Memorandum of Understanding - Annexation Agreement for voluntary annexation of Eustis Middle School property

Mr. Schroth announced Resolution No. 19-31: A Resolution of the City Commission of the City of Eustis, Florida, authorizing the Mayor to execute a Memorandum of Understanding regarding the annexation of the Eustis Middle School property pursuant to certain conditions.

Ms. Barnes explained staff has been working with the School Board regarding the middle school property and reviewed the stipulations in the Memorandum of Understanding which would allow the City to annex the middle school property with those stipulations being met. She indicated staff has already begun the process to obtain the environmental study once the resolution is approved.

Mr. Schroth opened the public hearing at 6:56 p.m. There being no public comment, the hearing was closed at 6:56 p.m.

Moved by Commissioner Aliberti, seconded by Vice Mayor LeHeup-Smith, to approve Resolution No. 19-31. Motion carried by the following vote:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

FIRST READING

7.3 Ordinance No. 19-12: Amendment to the Land Development Regulations, Chapter 109

Mr. Schroth read Ordinance No. 19-12 by title on first reading: An Ordinance of the City Commission of the City of Eustis, Lake County Florida, amending the Land Development Regulations, Chapter 109, Section 109-4: Use Regulations Table to allow mobile vendors in the Central Business District (CBD) with a conditional use permit approval subject to certain conditions, and to eliminate single family attached as a permitted use in the Mixed Commercial/Industrial district; providing for codification, severability and an effective date.

Lori Barnes, Development Services Director, explained the proposed amendments to Chapter 109 of the Land Development Regulations to allow mobile food vendors in the Central Business District as a conditional use and remove the single-family residential attached use from Mixed Commercial Industrial. She noted the a la carte street food and craft beer business that recently opened in Orlando. She indicated that some similar type businesses also provide gaming areas. She stated staff's recommendation for approval noting that any food truck operations would have to come before the Commission as a conditional use.

Mr. Schroth opened the public hearing at 7:02 p.m.

Daniel DiVenanzo expressed concern regarding the proposal and whether or not the ordinance would address how the trucks look, how power will be supplied, and whether or not the local restaurants were aware of the proposed ordinance. He encouraged the Commission to wait until there is a full Commission.

There being no further public comment, the hearing was closed at 7:07 p.m.

Mayor Holland reported that he did hear from the owner of Tilly's who expressed concern regarding the proposal. He explained the reason the Commission may postpone an item is if an item is denied it cannot be heard again for six months.

The Commission confirmed that the proposal is only within the Central Business District (CBD) and questioned where the boundaries are located.

Ms. Barnes explained the boundaries of the CBD and reviewed those land use designations that allow mobile food vendors and the criteria. She explained why staff drafted the regulations for the CBD as a conditional use. She indicated they could have drafted specific regulations but felt the conditional use would allow the Commission to consider each site individually and allow staff to work with each applicant to make sure the site is workable.

The Commission confirmed that a CUP is granted to the location with Ms. Barnes noting the Commission would have the discretion to include requirements for different conditions.

Mr. Neibert explained the Commission could require that there has to be a minimum amount of space per food truck.

Mr. DiVenanzo expressed concern about not having specific regulations due to future applicants and creating a precedent.

Mayor Holland conducted a straw poll with Vice Mayor LeHeup-Smith expressing support for the proposal but agreeing to a postponement. Commissioner Aliberti expressed opposition.

Mr. Neibert asked what additional information the Commission would want prior to bringing back the proposal.

The Commission asked to see a draft of a CUP showing what it would look like and expressed concern regarding allowing it within the CBD and the mobile vendors being in close proximity to the City's existing major restaurants.

Moved by Commissioner Aliberti, seconded by Vice Mayor LeHeup-Smith, to postpone first reading of Ordinance No. 19-12 to the April 4, 2019, Commission meeting. Motion carried by the following votes:

Ayes: Commissioner Aliberti, Vice Mayor LeHeup-Smith, and Mayor Holland

8. OTHER BUSINESS

8.1 Discussion of Extension of Annexation Incentive Program

Ms. Barnes explained that the previously approved annexation incentive program included a provision that the Commission could extend the program for another year as long as it was approved prior to the end of the program. She stated that the current program will expire April 30th. She reported on the success of the program with some annexations coming before the Commission on April 4th. She commented on the benefits to the City and indicated that the cost of the program would be recouped through the increased ad valorem revenues.

The Commission questioned why the City may not want to annex a parcel with Mr. Neibert indicating the cost of extending services to a parcel might be more than the City thought would be beneficial.

Ms. Barnes indicating some properties may not be legally able to be annexed at the time of request.

Discussion was held regarding annexation of enclaves with Ms. Barnes indicating some of those will be coming before the Commission on April 4th.

CONSENSUS: It was a consensus of the Commission to extend the program.

8.2 Selection of Interim City Commissioner, Seat #5

Mr. Schroth stated that Commissioner Morin has asked the Commission to consider postponing this item until he can be present.

Mr. Neibert explained staff is recommending the same process as used in the past for interim appointments. He stated the recommended application period would be from March 25th through April 5th. He suggested the special meeting be held April 11th but he would contact Commissioner Morin to confirm that date would be good for him.

CONSENSUS: It was a consensus of the Commission to proceed with the recommended process with an application period of March 25th through April 5th and to tentatively schedule the special meeting for April 11, 2019.

9. FUTURE AGENDA ITEMS

- 9.1** Commissioner Aliberti asked for staff to move forward with the dog park and that it be named after Commissioner Gnann-Thompson. Mr. Neibert stated a recommendation for the dog park would be on the next agenda.

10. COMMENTS

10.1 City Commission

Commissioner Aliberti reported on the Georgefest wrap up meeting. She indicated there were many good ideas for the theme and recommendations for changing some items. She stated they are trying to get more input from the business community. She commented on an event in Tavares she attended. She explained they came back by boat and noted how beautiful Lake Eustis and the City's shoreline was at night. She emphasized the need for the City to utilize the lake more.

10.2 City Manager - None

10.3 City Attorney

Mr. Schroth commented on the passing of Commissioner Gnann-Thompson and how much she will be missed.

10.4 Mayor

Mayor Holland thanked everyone for their support on behalf of him and his cousin. He stated he would be looking for someone who has a heart for the City and will work for the City. He cited how much Commissioner Gnann-Thompson was involved and her love for everyone and the City. He thanked the police and firefighters for being pallbearers.

11. ADJOURNMENT: 7:30 P.M.

Mayor Holland, Mayor/Commissioner

Mary C. Montez, City Clerk

**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.*



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: PRESENTATION OF ARBOR DAY PROCLAMATION

Introduction:

Mayor Holland will read into the record a proclamation declaring April 26, 2019, as Arbor Day in the City of Eustis. A tree planting ceremony will be held at Eustis Heights Elementary School at 10:00 a.m. on April 26, 2019.

Attachments:

[2019 National Arbor Day](#)

Reviewed by:



Proclamation

Know Ye: WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, Trees are a renewable resource, giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, Trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, Trees, wherever they are planted, are a source of joy and spiritual renewal.

Therefore: I, Michael L. Holland, Mayor of the City of Eustis, Florida, hereby proclaim Friday, April 26, 2019 as

NATIONAL ARBOR DAY

in the City of Eustis, Florida, and I urge all citizens to celebrate **National Arbor Day** and to support efforts to protect our trees and woodlands. I further urge all citizens to plant trees to gladden the heart and to promote the well-being of this and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Eustis to be affixed, this 4th day of April 2019.

MICHAEL L. HOLLAND
MAYOR/COMMISSIONER



City of Eustis

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Reviewed by:



City of Eustis

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Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: DOG PARK IN MEMORY OF COMMISSIONER GNANN-THOMPSON

Introduction:

Public Works Director Rick Gierok will provide an overview of the proposed Dog Park in memory of Commissioner Carla Gnann-Thompson.

Reviewed by:

Ronald Neibert, City Manager	Approved - 02 Apr 2019
Mary Montez, City Clerk	Approved - 02 Apr 2019



City of Eustis

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City of Eustis

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Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ACCEPTANCE OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT
(CAFR) FOR THE YEAR ENDED SEPTEMBER 30, 2018

Introduction:

Finance Director Colleen Scott will present the Comprehensive Annual Financial Report for the year ended September 30, 2018.

Attachments:

[Staff Report - Acceptance of CAFR FY 2018 Final](#)
[CAFR City of Eustis 9-30-2018](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 12 Apr 2019
Approved - 12 Apr 2019



City of Eustis

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Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 12 Apr 2019
Approved - 12 Apr 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 18, 2019

RE: ACCEPTANCE OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR THE YEAR ENDED SEPTEMBER 30, 2018

Introduction:

The purpose of this report is to present the final Comprehensive Annual Financial Report (CAFR) for the year ended September 30, 2018, and request acceptance by the City Commission.

Recommended Action:

Staff recommends the Commission's acceptance of the CAFR for the year ended September 30, 2018 as presented along with the independent auditors unmodified (clean) report of the City's financial statements.

Background:

The Comprehensive Annual Financial Report (CAFR) communicates the City's financial condition and activity for the fiscal year ended September 30, 2018. Overall, the City's operations reflect strong financial health with the fund balances trending up and a reduction in debt, due to scheduled debt service payments. The stability of Fund Balance in the governmental funds and Net Position in the government-wide funds is a result of the prudent and sound management practices and efforts of the City of Eustis.

The independent auditor's unmodified (clean) report provides the assurance that the CAFR, and audited information within, present fairly the City's financial position for the year ended September 30, 2018. This audit is performed in compliance with City Charter requirements. A letter from the City's independent auditors communicating any audit findings and other matters is also submitted with this report.

The City of Eustis has received a clean audit report for over three decades. In addition, the City was awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers' Association of the United States and Canada for the fiscal year 2017 CAFR. This is the 30th consecutive year the City has received this award! Staff anticipates that the current CAFR also conforms to the Certificate of Achievement program requirements. In an effort to make the CAFR more transparent and user-friendly, staff has provided an explanation for key financial performance indicators shown in the report.

Background

The CAFR is used to communicate the City's financial condition and activity in a transparent and organized manner. The report presents historical and comparative information that can be useful to City staff, elected officials, and external users, such as debt rating agencies, businesses, other public agencies, and the City's residents. The most recent CAFR and several prior year reports are available at the City's library and on the City's website at:

<http://www.eustis.org/government/finance/index.php>

As required by the City Charter, financial statements are prepared by the City and audited by independent auditors; Purvis, Gray and Company, LLP.

The quality of the City's work and the CAFR is measured in two ways:

- (1) a clean audit report by the independent auditors;
- (2) the Certificate of Achievement for Excellence in Financial Reporting, awarded by the Government Finance Officers' Association of the United States and Canada (GFOA).

The attainment of the latter is the highest form of recognition in governmental accounting and financial reporting.

Auditors follow audit industry standards established by the American Institute of Certified Public Accountants (AICPA). These standards require auditors to provide an opinion on specific areas of the City's financial statements based on observations, inquiries, testing of transactions and analysis.

A clean, unmodified opinion communicates to users that the financial statements are fairly presented and that the information used in the report is reliable.

The City's CAFR includes the following major sections and information:

Introductory Section

- Letter of Transmittal – prepared by management and used to communicate information on areas that may have an impact on the City's finances now and in the future. This includes economic factors as well as budget and management factors.

Financial Section (the main body of the CAFR for current year information)

- Independent Auditor's Report – the City's report card on the content of the CAFR
- Management's Discussion and Analysis (MD&A) – provides an analytical overview of the City's financial status
- Basic Financial Statements – show finances at a point in time (assets - liabilities) and throughout the year (revenues - expenditures), budget to actual revenues and expenditures, and cash flows
 - City-Wide Statements – overview of financial information
 - Fund Financial Statements – a detailed look at funds, showing Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance
 - Budget to Actual Comparisons – for the General Fund and other select major funds
 - Notes to the Financial Statements (Notes) – a narrative explanation that accompanies the Basic Financial Statements

Required Supplementary and Supplementary Information Sections

- Major governmental funds
- Pension Information –five years of pension funding information
- Schedule of Changes in Total Other Post Employee Benefits (OPEB) Liability

Statistical Section (current and historical information – up to 10 years)

- Financial Trends
- Revenue Capacity Information
- Debt Capacity Information
- Demographic and Economic Information
- Operating Information

Discussion

The attached CAFR for fiscal year 2018 has received an unmodified, or clean, opinion by the City's independent auditor, Purvis, Gray and Company, LLP.

The format and content of the CAFR document is largely prescribed in order to meet governmental accounting standards. In an effort to make this complicated and large document more user-friendly, staff has provided a more in-depth explanation of the CAFR in this staff report.

Overall, the City's CAFR shows that City finances are stable with positive trending. However, there are several unpredictable factors that will require the City to continue to exercise caution and restraint over the next few years. The following is an explanation of some key indicators shown in the CAFR.

General Fund Balance

The most notable measure of a City's financial health is the General Fund's fund balance. As presented in the Basic Financial Statements, the City's General Fund had a balance of \$8.138 million as of September 30, 2018, an increase in fund balance of \$764K. This increase is mainly attributable to an increase in revenues for franchise fees and fines and a decrease in expenditures mainly due to unfilled full time positions. Hiring quality staff is a challenge with the low unemployment rate and current compensation plan.

The strong fund balance and contingency reserves play a key role in Eustis' Aa3 bond rating. In addition to being an indicator of very strong financial health, the high bond rating allows the City to pursue lower cost financing structures.

Government-wide Net Position (from a business perspective)

The Statement of Net Position, similar to a balance sheet, shows total assets and liabilities of the City as of September 30, 2018. The total net position of the City for all activities was \$110.4 million. Net position is broken out into three categories: capital, restricted, and unrestricted.

Net Investment in Capital Assets (\$93.8 million)

Capital assets include land, buildings, improvements, intangibles, infrastructure and utility systems, and construction in progress. Capital assets include the following notable new items as of September 30, 2018:

- \$498.5K - Sunset Island Skate Park
- \$250K- Acquisition of police vehicles

- \$475K- Street resurfacing and improvements
- \$110K – Water Meter Service Sets
- Acquisition of a Pumper Truck

Restricted Net Position (\$10.7 million)

These assets are subject to agreements with creditors, developers, grantors, or laws or regulations of other governments. Approximately 50% of this amount is restricted for enterprise capital projects, 15% is restricted for Community Development (CRA) projects, with the remaining amounts restricted for the Cemetery's trust fund, impact fees, and other legislative constraints.

Unrestricted Net Position (\$5.8 million)

This is the amount used to meet the City's ongoing obligations to citizens and creditors.

Long Term Liabilities

While short-term liabilities are considered current and payable within a year after the date of the financial statements, long-term liabilities are due after a year and are an important factor in the City's financial planning. The primary source of long-term liabilities is in the form of bonds and the debt service that is owed on them.

In fiscal year 2018, the City issued a note payable of \$800K to finance a fire ladder truck. Long- term debt continues to decrease due to regularly scheduled debt payments. *More information on long-term debt can be found in Note 10, page 75 of the CAFR.*

Pension Costs

The City has two types of pension plans: defined contribution plan (most employees) and defined benefit plan (Police and Fire pensions, along with FRS). Pension costs concerning the defined benefit plan remain a challenge for the City. As shown on page 61 of the CAFR, the City's police and fire pension plans are approximately, 78% and 81.73% funded, respectively. The unfunded actuarial liability is over \$7.9 million and is reflected on the *Statement of Net Position, page 15 of the CAFR.*

In an effort to improve accounting and financial reporting, the Governmental Accounting Standards Board (GASB) now requires government entities to include the unfunded liability for Other Postemployment benefits (the future cost of retirees' insurance provided by the City) on the face of the financial statements. The unfunded actuarial liability is \$3.5 million and is reflected on the *Statement of Net Position.*

Cash and Investments

The CAFR also includes detailed information on the City's cash and investments. As of September 30, 2018, the City had \$64.9 million in total cash and investments. The Fiduciary Fund (Police and Fire Pensions) comprises \$30.4 million of the balance and entity-wide funds are \$34.5 million. *More information on cash and investments is found in Note 3, page 43 of the CAFR.*

Budget / Staff Impact:

The process of preparing for the audit, providing supporting documentation, and handling audit inquiries is substantial. The reporting process requires assistance and coordination of departments throughout the City. The year-end process includes closing of the fiscal year, completing work papers for the audit, and preparation of the CAFR. The auditor's fee for the audit for the period ending September 30, 2018 was \$57,095.

Prepared By:

Colleen J. Scott, Finance Director

Attachments:

Copy of the Comprehensive Annual Financial Report for Fiscal Year 2018
(including the Auditor's Independent Report)

CITY OF EUSTIS, FLORIDA



COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2018

Photography

by



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**COMPREHENSIVE ANNUAL FINANCIAL
REPORT
CITY OF EUSTIS, FLORIDA
FISCAL YEAR ENDED SEPTEMBER 30, 2018**

CITY COMMISSION

Mayor	Robert R. Morin, Jr.
Vice Mayor	Marie H. Aliberti
Commissioner	Linda Durham Bob
Commissioner	Carla Gnann-Thompson
Commissioner	Michael L. Holland

CITY MANAGER

Ronald R. Neibert

Prepared by the Department of Finance



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INTRODUCTORY SECTION



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**CITY OF EUSTIS
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018
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City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

March 26 2018

To the Honorable Mayor, City Commissioners, and Citizens of Eustis:

It is an honor to submit this Comprehensive Annual Financial Report (CAFR) for the City of Eustis (City) for the fiscal year ended September 30, 2018. The report fulfills the requirements set forth by City ordinance and State law, in accordance with the City Charter Article V, Florida Statutes Chapters 11.45 and 218, and the Rules of the Auditor General 10.550, which requires that all local governments publish each fiscal year a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with auditing standards generally accepted in the United States by a firm of licensed certified public accountants.

This CAFR consists of management's representations concerning the finances of the City. Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, management of the City has established a comprehensive internal control framework that is designed both to protect the City's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Florida Statutes, Chapters 11.45 and 10.550, require that an annual financial audit be performed by independent certified public accountants. The audit was completed by Purvis Gray and Company, LLP; a firm of licensed certified public accountants meeting the additional requirements necessary to audit governmental units.

The goal of the independent audit was to provide reasonable assurance that the financial statements of the City for the fiscal year ended September 30, 2018 are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The auditors expressed an opinion that the City's financial statements for the fiscal year ended September 30, 2018 are fairly stated in conformity with accounting principles in the United States. This is the most favorable conclusion and is commonly known as an "unmodified" or clean opinion. The independent auditor's report is presented as the first component of the financial section of this report.

The City is required to undergo an annual "Single Audit" in conformity with the provisions of the U.S. Office of Management and Budget's Circular A-133, Audits of States, Local Governments and Profit Organizations, and Chapter 10.550 Rules of the Auditor General, State of Florida. The Single Audit is designed to meet the special needs of federal grantor agencies. The City did not meet the threshold levels that require the Single Audit Report for the current year.

GAAP require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of a Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with the MD&A. The City's MD&A can be found immediately following the report of the independent auditors.

Profile of the City

The City of Eustis is located in Lake County, Florida, approximately 25 miles northwest of Orlando, Florida. At present, the City's boundaries span over 11 square miles of gently rolling countryside and lakes, with a service area of approximately 26 square miles. The City was incorporated in 1883, and adopted its present charter in 1992. A Charter Review Committee made appropriate recommendations, which updated and streamlined the charter to current state statutes.

Lake County is part of the Orlando Metropolitan Statistical Area (MSA). The area is composed of multiple counties, including Orange, Seminole, and Osceola. The inclusion of Lake County in the Orlando MSA indicates that a preponderance of the people live and work, as well as earn, and spend money in this defined geographic area. The hub of this MSA is Orange County and Lake County serves as a residential unit of the MSA.

The City, with an estimated population of 20,827, provides a full-range of general municipal services including:

- ✓ Building Inspections
- ✓ Code Enforcement
- ✓ Community and Economic Development
- ✓ Parks, Recreation, Library, and Cultural Affairs
- ✓ Police and Fire Protection
- ✓ Stormwater Management
- ✓ Street Maintenance, Traffic Engineering, and Parking
- ✓ Water and Wastewater Services

Internal support services include the following:

- ✓ Accounting and Financial Reporting
- ✓ Accounts Payable and Accounts Receivable
- ✓ Asset Management and Property Control
- ✓ Budget and Budget Monitoring
- ✓ Citywide Management
- ✓ Debt Management
- ✓ Treasury Management
- ✓ Facilities Management
- ✓ Human Resources, Labor Relations, and Risk Management
- ✓ Information and Computer Systems
- ✓ Procurement Services
- ✓ Public Relations

Solid waste disposal is provided under a franchise agreement, and is performed by a private company. The present agreement will expire December 31, 2024, in which the City will issue a request for proposal (RFP) for competitive bids.

In addition to the above activities, the City exercises oversight responsibility for the Community Redevelopment Agency. Accordingly, these activities are included in the reporting entity and reflected in Note 1 in the *Notes to the Financial Statements*.

The City utilizes a Commission/Manager form of government. Five Commission members are elected to staggered four-year terms. Each year the Commission chooses a new Mayor from the existing group of Commissioners. Elections are held on the first Tuesday after the first Monday in November.

The City Manager is a full-time position appointed by the Commission and serves as the City's Chief Executive/Administrative Officer. The City Manager, per the charter, appoints both the Finance Director and the City Clerk. Once the City Manager appoints these positions, the City Commission must also approve the positions. The charter authorizes departments for Finance, Police, Fire, Water, Sewer, and Public Works. Other departments may be established by ordinance upon recommendation of the City Manager. A Director shall head each department, subject to discretion of the City Manager.

The annual budget serves as the foundation for the City's financial planning and control. All City departments are required to submit requests for appropriations to the City Manager. The City Manager uses these requests as the basis for developing the proposed budget. The City Commission must approve budget amendments in excess of \$25,000. Staff prepares a resolution for any increase in expenditures.

The City Manager presents the proposed budget to City Commission for review no less than forty-five (45) days before the expiration of each fiscal year. The City Commission is required to hold two (2) public hearings on the proposed budget and adopt a final budget no later than September 30, the close of the City's fiscal year. The appropriated budget is prepared by fund, function, and department. Budgets for all governmental fund types are adopted consistent with generally accepted accounting principles. Budget-to-actual comparisons are provided for each governmental fund.

The City also prepares a five year Capital Improvement Plan, which is reviewed and updated annually. The Five-Year Capital Improvement Plan provides a City-wide plan for utility improvements, equipment replacements, and projects related to growth. The plan details the development of revenue projections and capital needs assumptions. The Sales Tax Capital Projects Fund revenue continues to provide many improvements that benefit the community, such as police and fire vehicles and equipment, along with parks and recreation enhancements.

In general, both budgeted revenue and operating expenditures are currently very conservative and calculated based on the most recent history for revenue with a modest increase for expenditures. In addition to the general assumptions, each department estimates the manpower and equipment necessary to maintain adequate levels of service. The City currently maintains a healthy Unassigned Fund Balance in the General Fund of \$6.92 million, which 85.1% of total fund balance; a strong funding level.

As stated above, the City develops multi-year forecasts for the major funds and capital improvement plan. Some of the key projects reflected in the capital improvement plans are:

- ✓ Multiple Community Park improvements including Palmetto Plaza and Ferran Park
- ✓ Street rehabilitation
- ✓ Library facility maintenance and computer upgrades
- ✓ City-wide Information Technology Upgrades
- ✓ Water and sewer improvements

- ✓ Public Safety vehicle replacement program
- ✓ Street lighting program

Factors Affecting Financial Condition

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City operates.

Local economy – The local economy continues to improve. For the past several years, the assessed taxable value of real and personal property increased. This year's tax value of \$991,024,774 represents an increase of 10.10%. In addition, the unemployment rate for the County decreased to a low of 2.9% as of September 2018.

The tax base of the City is primarily residential in nature, as evidenced by the number of utility accounts served. With over 13,000 utility accounts, the City maintains 816 commercial accounts. This proportion illustrates that the City is more of a bedroom community for the Orlando MSA. Based on these facts, the City has addressed its needs for the future, recognizing that the direction has shifted from an agricultural community to one that is substantially residential.

The State of Florida has found the City's Comprehensive Plan, mandated under the state growth management regulations, to be in compliance with the statutory requirements. The plan's objective is to address the needs of a predominantly residential sector with provisions for light commercial and industrial sectors, and to establish a well-rounded community that serves the needs of the citizens. This plan reinforces and establishes the future direction of the City.

Based on current and future needs as set forth in the Comprehensive Plan, the City has identified and established appropriate projects and funding sources to assist in the completion of the goals. A State Revolving Loan and a Revenue Bond provide funding for the immediate needs for water, sewer and other infrastructure. The City adopted impact fees for water, sewer, recreation, police, fire, and library services.

The City adopted new Land Development Regulations (LDRs) in 2008 and the Commission adopted amendments in 2015, 2016, and 2017. The LDRs set forth requirements for density, open space and compatibility. The City has established a Joint Planning Area with the County, and provides review and comment on any County projects in that designated area. New development in the unincorporated area of the Joint Planning Area requesting water service must either annex into the City or sign an annexation agreement with the City to develop in accordance with the City standards.

Long-term financial planning –

Major Initiatives

During fiscal year 2018, several major projects were completed or started that will transform the City going forward. Listed below are items of interest.

- The City completed an \$8 million upgrade and expansion project at its **Eastern Wastewater Treatment Plant**. The project was funded by bond issuance and a cost-sharing grant from the St. Johns River Water Management District. The project allows

the City to provide wastewater services in the new, proposed growth areas of the City. The project will also eliminate the need for the installation of many septic tanks in near-future development in this area, which is located in the Wekiva River Basin. Upon completion of the expansion project, the plant will increase capacity from 300,000 gallons per day to 1.3 million gallons per day.

- The construction of the 9,000 square foot **Sunset Island Skate Park** was completed ahead of schedule. A grant of \$150,000 provided by the Florida Department of Environmental Protection as well as revenues from the penny sales tax and recreation impact fees provided the funding for this project. The facility was designed and built by Team Pain Skate Parks, a Winter Springs company founded by skateboarding guru Tim Payne, whose resume includes more than 200 custom skate parks, including those in Lake Mary, Oviedo, Cocoa Beach and New Smyrna Beach, as well as designing ramps for ESPN's X-Games.
- **Palmetto Plaza—Phase II** The first phase of Palmetto is completed and includes five market pavilions, concrete pads, walkways and a community lawn area. Phase II will include restrooms, stage, and decorative pavement areas. Restrooms are underway, utilities have been roughed in and the stormwater has been installed. Asphalt surfacing will be performed at the end of the phase to ensure it is not damaged during the installation and construction.
- Acquisition of a **Pumper fire truck**, occurred this year. The truck has the capacity to carry 700 gallons of water. Because the truck is smaller and lighter than other engines, it provides more maneuverability on the roads. The engine is equipped with state-of-the-art LED lighting and increased compartment space to carry specialized tools. Funding was provided by the sales tax project fund.
- The **Eustis City Memorial Library** continued to expand their digital resources by adding a legal and a language database as well as an online encyclopedia. In addition the library enhanced its reader's advisory service by adding book alerts to announce new books recently added to the library
- The City has a **Police Department** vehicle replacement program for vehicles over seven years with a cost benefit analysis of functionality verses service and repairs. This year the City acquired two Ford Interceptors, a Ford F150, and a Ford Fusion with funds provided by the sales tax project.
- The City provides **economic incentives** for the construction of multi-family, mixed use, and/or non-residential property within the Community Redevelopment Area (CRA), as well as in all other areas of the City. Projects with a value of more than \$500,000 are eligible. The incentive is 2% of the construction value with a maximum of \$30,000. If the project is within the CRA, an additional 2% may be used with a maximum voucher of \$60,000. The credit vouchers may be applied to the cost of impact fees, building permits, and other city fees associated with the new construction. Recently, the program provided incentives to the construction of the Valencia Grove housing project.

The City will achieve its mission to create a superior quality of life by engaging and partnering with the community to provide financially prudent and customer friendly services through efficient organization and utilization of resources

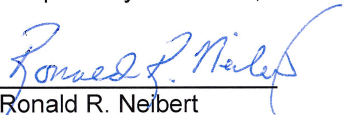
Awards and Acknowledgements – The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement of Excellence in Financial Reporting to the City for its Comprehensive Annual Financial Report (CAFR) for the fiscal year ended September 30, 2017. This was the 30th consecutive year that the City has received this prestigious award. In order to be awarded a Certificate of Achievement, the City published an easily readable and efficiently organized CAFR. This report satisfied both GAAP and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. Staff believes that the current CAFR continues to meet the Certificate of Achievement Program's requirements, and will submit it to the GFOA to determine its eligibility for another certificate.

The City received the GFOA's Award for Distinguished Budget Presentation for its annual financial plan for the fiscal year beginning October 1, 2017. This was the third year the City has received this prestigious award. In order to qualify for the Distinguished Budget Presentation Award, the City's budget document was judged proficient in several categories including policy documentation, financial planning, organization, and as communication medium. We expect to continue to achieve this distinction.

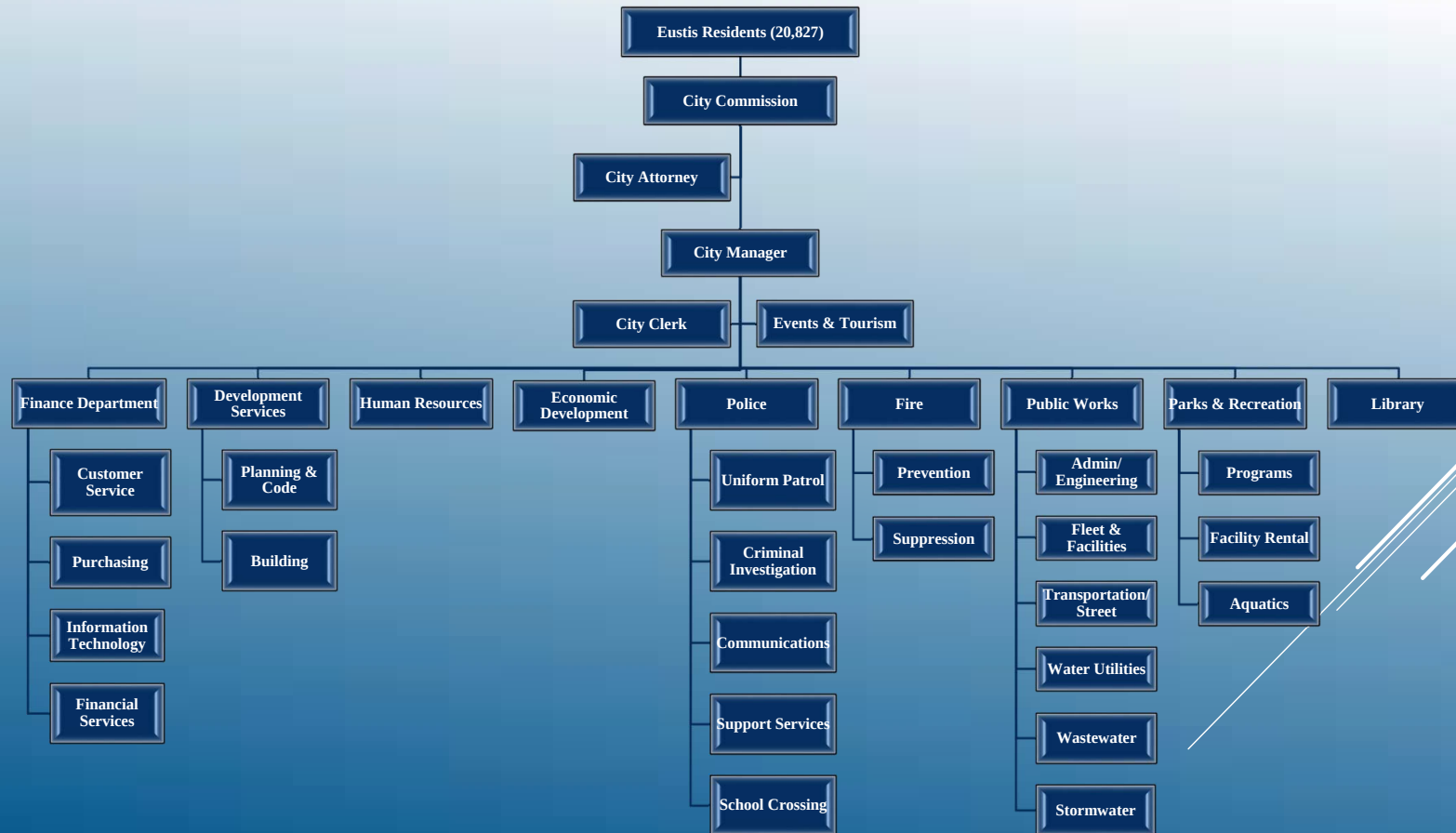
The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff in Finance. We would like to express our appreciation to all members of the department who assisted and contributed to the preparation of this report. We also thank the Mayor and the Commissioners for your support in maintaining the highest standards of professionalism in the management of the City's finances.

Respectfully Submitted,


Ronald R. Neibert
City Manager


Colleen J. Scott, CPA, CGFO, CPM
Finance Director

CITY OF EUSTIS ORGANIZATIONAL CHART



CITY OF EUSTIS, FLORIDA

List of Elected and Key Officials

September 30, 2018

Elected Officials City Commission

<u>Title</u>	<u>Name</u>	<u>Seat</u>	<u>Current Term of Seat</u>
Mayor	Robert R. Morin	4	1/2017 through 12/2020
Vice Mayor	Marie Aliberti	3	1/2017 through 12/2020
Commissioner	Linda Durham Bob	1	1/2015 through 12/2018
Commissioner	Michael L. Holland	2	5/2018 through 12/2018
Commissioner	Carla Gnann-Thompson	5	1/2017 through 12/2020

Appointed and Key Officials

City Manager	Ronald R. Neibert
Legal Counsel	Derek A. Schroth
Director of Finance	Colleen J. Scott, CPA, CGFO
City Clerk	Mary C. Montez

Executive Team

City Manager	Ronald R. Neibert
City Clerk	Mary C. Montez
Director of Finance	Colleen J. Scott, CPA, CGFO
Police Chief	Gary Calhoun
Fire Chief	Michael Swanson
Director of Public Works/Public Services	Richard Gierok
Director of Human Resources	William Howe
Director of Development Services	Lori Barnes
Director of Economic Development	Thomas Carrino
Director of Eustis Memorial Library	Ann S. Ivey
Director of Parks and Recreation	Joe LaPolla

Division Heads

Director of Purchasing	Tracy M. Jeanes CPPB, FCCM, FCCN
Street Superintendent	Joseph Jones
Wastewater Superintendent	Bill Johnston
Water Superintendent	Greg Dobbins



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Eustis
Florida**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2017

Christopher P. Morrell

Executive Director/CEO



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**FINANCIAL
SECTION**

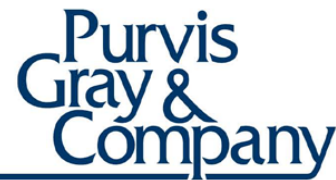
This Section contains the following Subsections:

AUDITOR'S REPORTS

MANAGEMENT DISCUSSION AND ANALYSIS

BASIC FINANCIAL STATEMENTS

FUND FINANCIAL STATEMENTS



INDEPENDENT AUDITORS' REPORT

Honorable Mayor and City Commissioners City of Eustis
Eustis, Florida

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Eustis, Florida (the City) as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of September 30, 2018, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Certified Public Accountants

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Laurel Ridge Professional Center • 2347 S.E. 17th Street • Ocala, Florida 34471 • (352) 732-3872
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MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Honorable Mayor and City Commissioners City of Eustis
Eustis, Florida

INDEPENDENT AUDITORS' REPORT
(Continued)

Emphasis of a Matter

As discussed in Note 13 of the financial statements, in 2018 the City adopted Governmental Accounting Standards Board Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits other than Pensions*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of changes in net pension liability and related ratios, schedule of proportionate share of net pension liability and schedule of contributions, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on management's discussion and analysis, budgetary comparison information, schedule of changes in net position liability and related ratios, schedule of proportionate share of net pension liability and schedule of contributions because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Honorable Mayor and City Commissioners City of Eustis
Eustis, Florida

INDEPENDENT AUDITORS' REPORT
(Concluded)

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated March 22, 2019, on our consideration of the City's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



March 22, 2019
Ocala, Florida

MANAGEMENT DISCUSSION AND ANALYSIS

Management's Discussion and Analysis

As management of the City of Eustis, we offer readers of the City's financial statement this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2018. We encourage readers to consider the information presented here, in conjunction with additional information that is furnished in the City's financial statements.

Financial Highlights

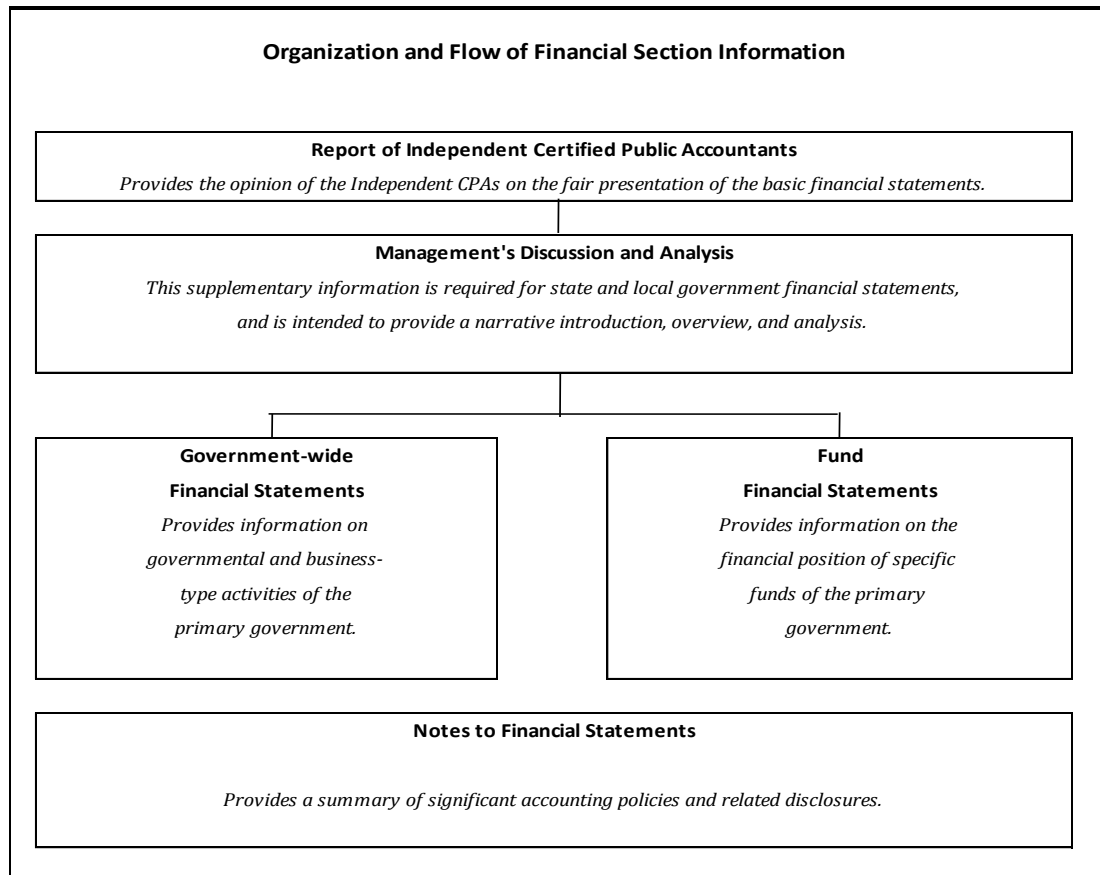
- The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflows of resources at the close of the fiscal year 2018 by \$110,411,841 (net position). Of this amount, \$5,827,469 (unrestricted net position) may be used to meet the government's ongoing obligation to citizens and creditors.
- The City's net position increased by \$2,589,162 of which governmental activities net position increased by \$402,078 and proprietary funds net position increased by \$2,187,084.
- At September 30, 2018, the City's governmental funds reported combined ending fund balance of \$13,828,478, which is an increase of \$1,165,069 from prior year. Contributing to the increase in fund balance were unfilled full-time employee positions in the General Fund and increases in the Community Redevelopment Trust Fund, Stormwater Utility Fund, and Sales Tax Capital Projects Fund.
- The City's capital assets increased overall by \$5,108,690, with business-type activities contributing an increase in capital assets of over \$5 million offset by a small decrease in governmental activities. The majority of the increase is due to the installation of sewer lines and lift stations.
- The City's total long-term debt decreased by \$1,092,305. Governmental long-term debt increased by \$154,248 and business-type activities long-term debt decreased by \$1,246,553. The increase in governmental activities is due to issuance of a note payable to finance the acquisition of an additional fire truck offset by the maturity of Series 1997 and 2004 bonds. The decrease in business type activities were due to regularly scheduled debt service payments.

Overview of the Financial Statements

The discussion and analysis are intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements consist of three components:

1. Government-wide financial statements.
2. Fund financial statements.
3. Notes to the financial statements.

The basic financial statement present two different views of the City through the presentation of government-wide statements and fund financial statements. In addition to the basic financial statements, this report contains other supplemental information that will enhance the reader's understanding of the financial condition of the City of Eustis.



Government-wide financial statements - The government-wide financial statements are designed to provide readers with a broad overview of the City's finances in a manner similar to a private-sector business. The government-wide statements provide short and long-term information about the City's financial status as a whole.

The Statement of Net Position presents information on all of the City's assets and liabilities, with the difference between the two reported as net position. Over time an increase or decrease in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the time of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. uncollected taxes and earned but unused vacation leave). Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (government activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities).

The governmental activities of the City include:

- General Government
- Public Safety
- Physical Environment
- Transportation (Streets & Highways)
- Culture and Recreation

The business-type activities of the City include the Water and Sewer Utility Fund. Solid waste is franchised to an independent contractor.

The government-wide financial statements do not include any component units, which would be reported separately. The City does, however, have three blended component units. These are represented as part of the audited financial statements of the City. The units include the Fire and Police Retirement Funds as well as the City of Eustis Community Redevelopment Trust Fund, which is also known as the Community Redevelopment Area (CRA) including Downtown and East Eustis.

The government-wide financial statements can be found on pages 15-16 of this report.

Fund financial statements – The fund financial statements provide a more detailed look at the City's most significant activities. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. All of the funds of the City can be divided into three categories:

- Governmental Funds
- Proprietary Funds
- Fiduciary Funds

Governmental Funds – Governmental funds are used to account for those functions reported as governmental activities in the government-wide financial statements. Most of the City's basic services are accounted for in governmental funds. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balance of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains twelve individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and change in fund balances for the General Fund, three special revenue funds, and one capital projects fund, all of which are considered to be major funds. Data from the other seven funds are combined into a single, aggregated presentation. Individual fund data for each

of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The City adopts an annual appropriated budget for its General Fund, as well as eight of the special revenue funds and the capital projects fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget.

The basic governmental fund financial statements are presented on pages 18-23 of the report.

Proprietary Funds – The City maintains only one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in the government wide financial statements. The City uses enterprise funds to account for its Water and Sewer System operations.

Proprietary funds provide the same type of information as the government wide financial statements, only in more detail. The proprietary fund financial statements provide information for the Water and Sewer System, which is considered a major fund of the City

The basic proprietary fund financial statements are presented on pages 24-28 of this report.

Fiduciary Funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The accounting for fiduciary funds is similar to proprietary funds. The fiduciary funds include pension trust funds for police and fire.

Notes To The Financial Statements – The notes provide additional information that is essential to a full understanding of the data provided in the government wide and fund financial statements. The notes to the financial statements begin on page 36 of this report.

Other Information – In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the City's required contributions to provide pension benefits to its employees and post-employment benefits (OPEB). Required supplementary information can be found beginning on page 83 of this report.

The combining statements referred to earlier in connection with non-major governmental funds are presented immediately following the required supplementary information on pensions and OPEB. Combining and individual fund statements and schedules can be found starting on page 95 of this report.

Government Wide Financial Analysis

Statement of Net Position

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the City, assets exceeded liabilities by \$110,411,841 at the close of the fiscal year ended September 30, 2018. The table below reflects the condensed government-wide Statement of Net Position.

City of Eustis, Florida
Statement of Net Position

as of September 30

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Total</u>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
Assets						
Current and other assets	\$ 15,317,636	\$ 14,272,454	\$ 21,731,019	\$ 26,252,905	\$ 37,048,655	\$ 40,525,359
Capital Assets (Net)	60,949,611	61,044,498	44,595,350	39,391,593	105,544,961	100,436,091
Total Assets	76,267,247	75,316,952	66,326,369	65,644,498	142,593,616	140,961,450
Deferred Outflows of Resources	<u>1,772,467</u>	<u>2,089,627</u>	<u>177,249</u>	<u>154,364</u>	<u>1,949,716</u>	<u>2,243,991</u>
Liabilities						
Current and other liabilities	1,489,158	2,495,936	1,337,646	2,909,123	2,826,804	5,405,059
Long-term liabilities	13,922,663	11,498,460	15,433,333	14,938,193	29,355,996	26,436,653
Total Liabilities	15,411,821	13,994,396	16,770,979	17,847,316	32,182,800	31,841,712
Deferred Inflows of Resources	<u>1,648,689</u>	<u>778,349</u>	<u>300,002</u>	<u>128,172</u>	<u>1,948,691</u>	<u>906,521</u>
Net Position:						
Net Investment in						
Capital Assets	59,881,913	60,131,048	33,980,209	28,570,346	93,862,122	88,701,394
Restricted	5,320,003	4,789,207	5,402,247	8,174,683	10,722,250	12,963,890
Unrestricted	<u>(4,222,712)</u>	<u>(2,286,421)</u>	<u>10,050,181</u>	<u>11,078,405</u>	<u>5,827,469</u>	<u>8,791,984</u>
Total Net Position	<u>\$ 60,979,204</u>	<u>\$ 62,633,834</u>	<u>\$ 49,432,637</u>	<u>\$ 47,823,434</u>	<u>\$ 110,411,841</u>	<u>\$ 110,457,268</u>

The largest portion of the City's net position reflects its investment in capital assets (e.g. land, buildings, infrastructure, improvements other than buildings, vehicles and equipment), less any related debt used to acquire such assets. Net investment in capital assets represent 85.01% of the total net position. The City uses these capital assets to provide a variety of services to its residents. Accordingly, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Restricted Net Position of \$10,722,250 reflects net position that is restricted by an outside third party as to its use. The most significant restrictions for governmental activities include net position restricted for capital projects based on the voter approved one cent sales tax legislation and net position restricted for community development due to collection within the City's Community Redevelopment district. Business-type activities include debt related restrictions on net position for renewal and replacement and restricted net position for capital projects for impact fees collected but not spent.

The net position of \$5,827,469 was available to be used to meet the City's ongoing obligation to citizens and creditors. The negative \$4,222,712 in governmental activities is mainly the result of the net pension liability of \$8,785,648 and the implementation of GASB 75 which also increased OPEB obligation and decreased liability.

Statement of Activities – The key elements of the changes in the City's net position for the fiscal years ended September 30, 2018 and September 30, 2017 are as follows:

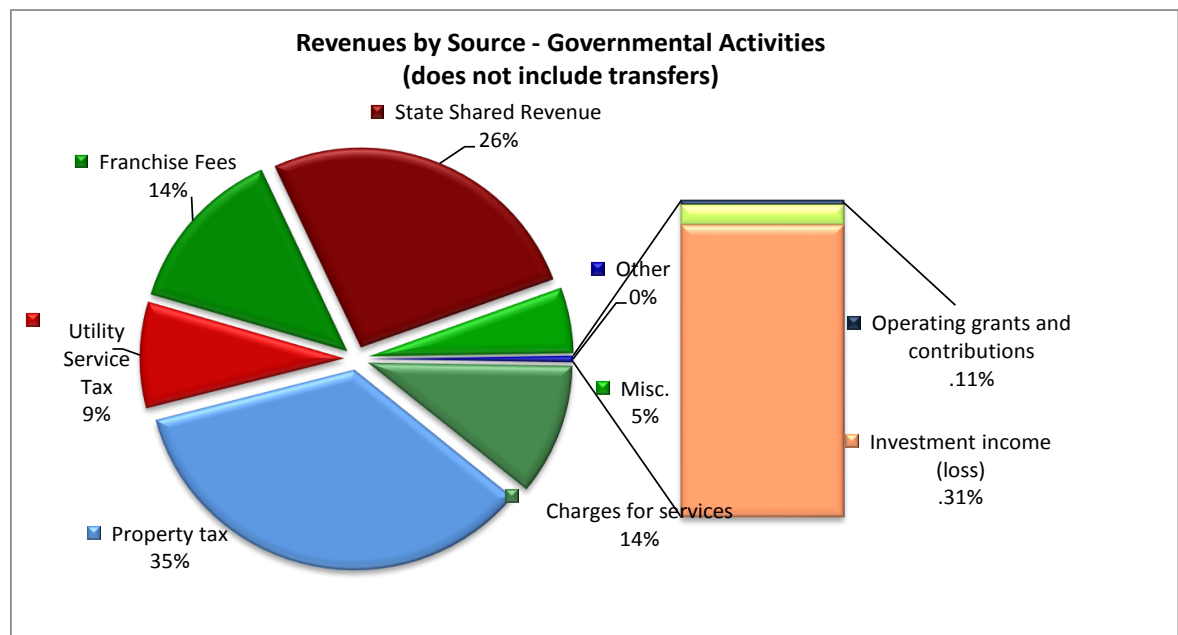
City of Eustis, Florida						
Changes in Net Position						
	Governmental Activities		Business-type Activities		Total	
	2018	2017	2018	2017	2018	2017
REVENUES						
Program Revenues:						
Charges for Services	\$ 2,005,609	\$ 2,113,903	\$ 10,414,339	\$ 10,442,589	\$ 12,419,948	\$ 12,556,492
Operating Grants and Contributions	1,614	17,749	-	-	1,614	17,749
Capital Grants and Contributions	5,720	-	1,814,665	1,435,914	1,820,385	1,435,914
General Revenues:						
Property Taxes	6,599,902	6,034,790	-	-	6,599,902	6,034,790
Utility Taxes	1,621,592	1,484,768	-	-	1,621,592	1,484,768
Franchise Fees	2,544,608	2,570,953	-	-	2,544,608	2,570,953
State and Other Shared Revenues	4,956,751	4,561,956	-	-	4,956,751	4,561,956
Investment Income	87,017	30,931	165,900	100,933	252,917	131,864
Miscellaneous	998,288	992,848	15,008	81,330	1,013,296	1,074,178
Total Revenues	18,821,101	17,807,898	12,409,912	12,060,766	31,231,013	29,868,664
EXPENSES						
General Government	4,536,101	4,524,135	-	-	4,536,101	4,524,135
Public Safety	9,175,828	9,824,650	-	-	9,175,828	9,824,650
Physical Environment	351,219	315,758	-	-	351,219	315,758
Transportation	3,283,299	2,998,938	-	-	3,283,299	2,998,938
Culture/Recreation	2,569,564	2,224,674	-	-	2,569,564	2,224,674
Debt Service - Interest	15,599	35,169	-	-	15,599	35,169
Water and Sewer Operations	-	-	8,710,241	8,414,798	8,710,241	8,414,798
Total Expenses	19,931,610	19,923,324	8,710,241	8,414,798	28,641,851	28,338,122
Excess (Deficiency) Before Transfers	(1,110,509)	(2,115,426)	3,699,671	3,645,968	2,589,162	1,530,542
Transfers	1,512,587	1,500,000	(1,512,587)	(1,500,000)	-	-
Change in Net Position	402,078	(615,426)	2,187,084	2,145,968	2,589,162	1,530,542
Net Position - Beginning of Year, Previously Reported	62,633,834	-	47,823,434	-	110,457,268	-
Restatement per GASB 75	(2,056,708)	-	(577,881)	-	(2,634,589)	-
Net Position - Beginning of Year, Restated	60,577,126	63,249,260	47,245,553	45,677,466	107,822,679	108,926,726
Net Position - End of Year	\$ 60,979,204	\$ 62,633,834	\$ 49,432,637	\$ 47,823,434	\$ 110,411,841	\$ 110,457,268

Governmental Activities

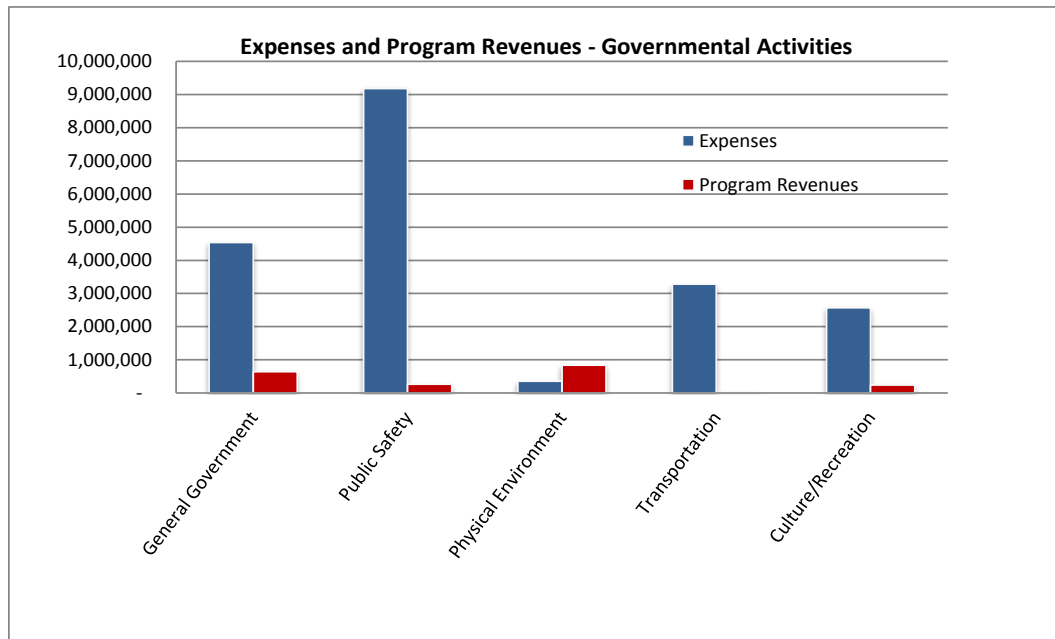
Governmental activities increased the City's net position by \$402,078. The elements of change in net position are as follows:

- Property taxes increased by \$565,112 mainly due to an increase in taxable assessed values.
- Sales tax revenue and other state revenues increased \$394,795 and utility taxes increased \$136,824.
- Total expenses reflect a small increase of \$8,286 over prior year. Public Safety reflects a decrease of \$648,822 mainly due to the retirement and open positions in the Police Department. This savings is offset by mainly by increases in Transportation and Culture and Recreation, \$284,361 and \$344,890, respectively.

The most significant revenue source for governmental activities continues to be property taxes which represent 35% of total governmental activity revenue. State shared revenues comprise 26% of the same total. State shared revenues include sales tax revenue, state intergovernmental revenue in addition to grants. Other revenue sources are highlighted in the graph below.

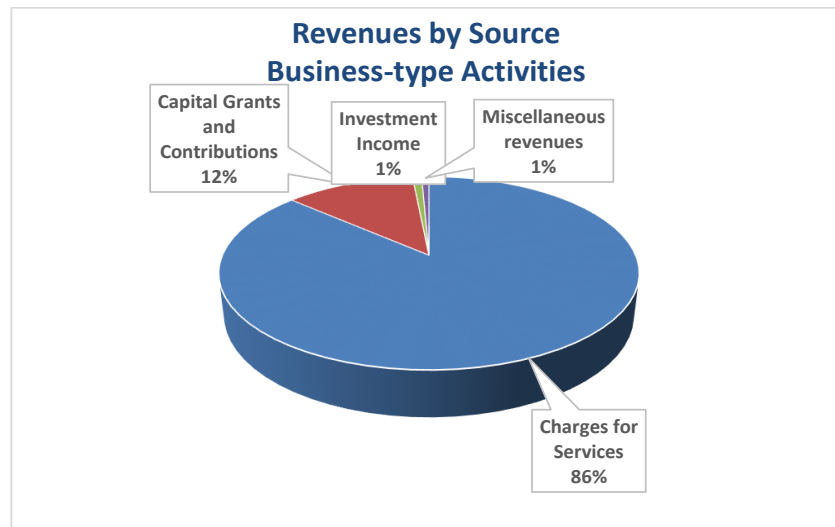


Expenses for governmental activities include General Government, Public Safety, Physical Environment, Transportation and Culture and Recreation. Public Safety is the largest governmental expense. This includes law enforcement and fire control. As depicted in the graph below, program revenues do not cover the cost of providing the governmental activity services.



Business-type Activities

Business activities increased the City's net position by \$2,187,084 for the current fiscal year. The change in net position is the result of an increase capital grant revenue and impact fees from an expansion in residential housing offset by water treatment and distribution expenses.



The most significant revenue for business-type activities is Charges for Services. This is a characteristic trait of enterprise funds that the charges for services are to cover the cost of operations. The City implemented a rate increase effective June 1, 2016 resulting in a one-time increase of 6% for utility capital projects and a 1.7% increase to cover operations for the following five years.

Financial Analysis of the City's Funds

Governmental Funds

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of usable resources. Such information is useful in assessing the City's financing requirements.

The City's most significant governmental fund is the General Fund. The General Fund is the primary operating fund of the City. At the end of 2018, total fund balance equaled \$8,138,435. Of this amount, \$6,925,213 or 85.1 % is unassigned and can be used to meet the government's obligations. The General Fund has restricted fund balance for Building Permit (\$807,349) and assigned fund balance for Emergency Contingency (\$405,873). In the current year, total fund balance increased by \$716,428. The reason for this increase is attributable to property tax revenue as taxable assessed values have increased along with an increase in state sharing revenues.

The City has four other major governmental funds which are: Street Improvement, Sales Tax Capital Projects, Community Redevelopment, and Stormwater Utility Fund. Fund balance decreased for Street Improvement, while the Community Redevelopment, Sales Tax Capital Projects fund, Stormwater Utility fund experienced increases; resulting in a net increase in fund balance of \$559,194 for the major funds.

The Street Improvement Fund was established to account for gas tax revenues brought in from the state and county to make repairs and maintain street and roads owned by the City. The most significant expenditures are related to grounds and street maintenance along with street lighting. Transportation expenditures exceeded gas tax revenues and transfers by \$216,683. Fund balance at year-end was \$244,827.

The Community Redevelopment Fund was established for the revitalization of downtown and east town improvements. The funding source is an incremental increase in property values in these areas. The most significant expenditures are related to the Palmetto Plaza development and sidewalk rehabilitation. Fund balance experienced an increase of \$270,351.

The Stormwater Utility Fund accounts for the routine billing of utility customers within the City. Capital expenditures of \$248,560 included acquisition of a street sweeper and stormwater improvements. The fund's largest expenditures were for street sweeping and drainage maintenance. Fund balance increased reflecting a current fund balance of \$1,177,389.

The Sales Tax Capital Projects Fund accounts for projects authorized by the one cent sales tax assessed on retail sales. The more significant capital expenditures during 2018 included: the skate park, a fire ladder truck, police vehicles, along with street resurfacing. Overall, fund balance increased by \$449,735, providing an ending fund balance of \$1,680,674.

Proprietary Funds

The City's proprietary fund provides the same type of information as found in the government-wide financial statements but in more detail. The City's Water and Sewer fund had net position of \$49,432,637 at September 30, 2018, an increase of \$2,187,084 from prior year. The largest portion of net position is the Net Investment in Capital Assets (\$33,980,209). The Restricted net position of \$5,402,247 represents impact fees and repair and replacement projects. Unrestricted Net Position at the end of the year was \$10,050,181.

General Fund Budgetary Highlights

The table below identifies the changes from original budget to the final budget. The fluctuations are due to an expectation of additional full time employees (FTEs) as well as the pending roof replacement for City Hall.

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Change</u>
General Government	\$ 4,303,477	\$ 4,416,526	\$ 113,049
Public Safety	8,789,267	8,687,470	(101,797)
Transportation	140,055	145,093	5,038
Culture/Recreation	1,839,986	1,850,793	10,807
Capital Outlay / Other	27,815	388,466	360,651
	<u>\$ 15,100,600</u>	<u>\$ 15,488,348</u>	<u>\$ 387,748</u>

	<u>Actual</u>	<u>Final Budget</u>	<u>Difference</u>
	<u>Expenditures</u>		
General Government	\$ 4,072,495	\$ 4,416,526	\$ 344,031
Public Safety	8,465,529	8,687,470	221,941
Transportation	143,007	145,093	2,086
Culture/Recreation	1,746,964	1,850,793	103,829
Capital Outlay / Other	93,938	388,466	294,528
	<u>\$ 14,521,933</u>	<u>\$ 15,488,348</u>	<u>\$ 966,415</u>

The total increase between adopted and final budget is \$387,748. This increase is mainly due to capital projects that were not completed during the year. Actual expenditures to final budget show significant fluctuations in General Government, Public Safety, and Capital Outlay. The difference of \$966,415 reflects a reduction in expenditures due to open FTE positions, repair and maintenance savings, along with capital outlay for City Hall's roof (date of completion is fiscal year 2019).

Capital Assets

The City's investment in capital assets for its governmental and business-type activities as of September 30, 2018 amounts to \$105,544,781 (net of accumulated depreciation). This investment in capital assets includes land, infrastructure, construction work in progress, buildings, equipment, park facilities, and roads. The total increase in the City's investment in capital assets for the current year was \$5,108,690. This increase is attributable to Improvements Other Than Buildings as the city expands its water and sewer systems and upgrades its storage tanks, See Note 4.

City of Eustis, Florida
Capital Assets

(Net of depreciation)

	Governmental Activities		Business-type Activities		Total	
	2018	2017	2018	2017	2018	2017
Land	\$ 3,839,437	\$ 3,839,437	\$ 2,307,117	\$ 2,307,117	\$ 6,146,554	\$ 6,146,554
Infrastructure - Retention Ponds	1,946,578	1,946,578	-	-	1,946,578	1,946,578
Infrastructure - Right-of-way	23,664,796	23,664,796	-	-	23,664,796	23,664,796
Construction in Progress	1,861,094	807,428	714,800	3,272,630	2,575,894	4,080,058
Buildings	13,570,513	13,570,513	1,040,680	1,040,680	14,611,193	14,611,193
Improvements Other than Buildings	3,904,582	3,717,840	74,671,599	65,130,215	78,576,181	68,848,055
Equipment	3,688,763	3,654,890	5,031,793	4,697,148	8,720,556	8,352,038
Vehicles	6,004,929	5,359,038	-	-	6,004,929	5,359,038
Infrastructure - Roads and Streets	<u>33,797,588</u>	<u>33,797,588</u>	<u>-</u>	<u>-</u>	<u>33,797,588</u>	<u>33,797,588</u>
	92,278,280	90,358,108	83,765,989	76,447,790	176,044,269	166,805,898
Less: Accumulated Depreciation	<u>(31,328,849)</u>	<u>(29,313,610)</u>	<u>(39,170,639)</u>	<u>(37,056,197)</u>	<u>(70,499,488)</u>	<u>(66,369,807)</u>
Capital Assets, net	<u>\$ 60,949,431</u>	<u>\$ 61,044,498</u>	<u>\$ 44,595,350</u>	<u>\$ 39,391,593</u>	<u>\$ 105,544,781</u>	<u>\$ 100,436,091</u>

Long-Term Debt

The City's total long-term debt decreased by \$1,092,305, with the change attributable to scheduled debt service payments offset by issuance of a note payable to finance the acquisition of a fire ladder truck (\$800,000). Additional information on the City's debt can be found in Note 9 of this report.

	Governmental Activities		Business-type Activities		Total	
	2018	2017	2018	2017	2018	2017
Multi-purpose Bond (1997)	\$ -	\$ 360,000	\$ -	\$ -	\$ -	\$ 360,000
Multi-purpose Bond (2004)	-	200,000	-	-	-	200,000
Note Payable - 2018	800,000	-	-	-	800,000	-
Note Payable - 2016	267,698	353,450	-	-	267,698	353,450
Water & Sewer Revenue Bonds	-	-	7,150,000	7,430,000	7,150,000	7,430,000
Unamortized Bond Premium	-	-	454,222	479,456	454,222	479,456
State revolving loans	-	-	927,084	1,279,676	927,084	1,279,676
State revolving loans	-	-	3,892,782	4,120,409	3,892,782	4,120,409
Note Payable - 2018	<u>-</u>	<u>-</u>	<u>1,444,400</u>	<u>1,805,500</u>	<u>1,444,400</u>	<u>1,805,500</u>
	<u>\$ 1,067,698</u>	<u>\$ 913,450</u>	<u>\$ 13,868,488</u>	<u>\$ 15,115,041</u>	<u>\$ 14,936,186</u>	<u>\$ 16,028,491</u>

Economic Factors and Next Year's Budgets and Rates

Looking forward to FY 2018, the City anticipated continued improvement in the economic environment. The unemployment rate for Lake County is 4.70% slightly lower than the national

rate of 4.10%. Economic factors are strong with the median price of homes \$199,100 an increase over the past year. Taxable values in the City increased 10.15% for fiscal year 2018.

Building permits are a key indicator of construction activity. The issuance of building permits continue to increase; on average over 2,120 permits were issued in fiscal year 2018 and 1,700 in fiscal year 2017. This growth along with an increase in property values has allowed the City to maintain its millage rate while providing high quality services.

During the fiscal year, a utility rate increase of 1.7% was implemented. However, other rates for City services have remained the same. Through prudent fiscal management in FY 2018, the City Commission was able to continue the trend of balancing budgeted revenues against expenditures in the General Fund.

City is composed of real property, personal property and centrally assessed property. The value of such property increased 10.15% compared to the previous year. Compared to Leesburg and Mount Dora, with a similar populations, Eustis has fewer dollars to distribute, as a result of a residential market with fewer commercial owners. However, the City has maintained a millage rate of 7.5810 for the past several years, while continuing to maintain and provide services to the community.

Listed below is a comparative view of per capita taxable value by city:

<u>Population 2018</u>		<u>Estimated Taxable Value 2018</u>	<u>Per Capita Taxable Value 2018</u>
Eustis	20,827	955,967,302	\$ 45,900
Leesburg	22,689	1,335,618,214	\$ 58,866
Mount Dora	13,916	1,085,441,624	\$ 78,000

Budgeted expenditures in the General Fund are expected to rise approximately 3.77% to \$16,455,200. The largest increments are in employee compensation along with pension adjustments.

Other factors to be considered in preparing the 2019-20 budgets for the City include:

- A desire to maintain the current millage rates while providing quality services.
- Increases in the funding of the Police and Fire Pensions.
- Market pay and merit adjustments for City employees.
- Maintaining a robust Capital Improvement Plan to meet the needs of Eustis' residents.

Requests for Information

This financial report is designed to provide a general overview of the City of Eustis's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

City of Eustis
Colleen J. Scott, CPA, CGFO, CPM
Finance Director
P.O. Drawer 68
Eustis, FL 32727-0068
Phone: (352) 483-5440
www.eustis.org

BASIC FINANCIAL STATEMENTS

The basic financial statements include integrated sets of statements as required by the GASB. The sets of statements include:

Government-Wide Financial Statements

Fund Financial Statements:

Government Funds

Proprietary (Enterprise) Funds

Fiduciary Funds

In addition, the notes to the financial statements are included to provide information that is essential to the user's understanding of the basic financial statements.

**CITY OF EUSTIS, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2018**

	Governmental Activities	Business Type Activities	Total
Assets			
Cash and Cash Equivalents	\$ 11,023,062	\$ 14,364,913	\$ 25,387,975
Investments	3,072,164	6,068,008	9,140,172
Receivables, Net:			
Accounts	1,211,581	964,779	2,176,360
Interest	10,829	12,704	23,533
Inventory	-	320,615	320,615
Capital Assets:			
Capital Assets, Not Being Depreciated	31,311,905	3,021,917	34,333,822
Capital Assets, Being Depreciated	60,966,375	80,744,072	141,710,447
(Accumulated Depreciation)	<u>(31,328,669)</u>	<u>(39,170,639)</u>	<u>(70,499,308)</u>
Total Assets	<u>76,267,247</u>	<u>66,326,369</u>	<u>142,593,616</u>
Deferred Outflows of Resources			
Pension Plan Deferrals:			
Police Officers	557,934	-	557,934
Firefighters	456,943	-	456,943
Florida Retirement System	166,761	134,306	301,067
Other Post Employment Benefits	<u>152,849</u>	<u>42,943</u>	<u>195,792</u>
Total Deferred Outflows of Resources	<u>1,334,487</u>	<u>177,249</u>	<u>1,511,736</u>
Liabilities			
Accounts Payable and Accrued Liabilities	1,489,158	1,337,646	2,826,804
Long-term Liabilities:			
Due Within One Year	524,665	1,329,918	1,854,583
Due in More Than One Year	2,275,471	12,926,740	15,202,211
Other Post Employment Benefits	2,698,897	814,657	3,513,554
Net Pension Liability:			
Police Officers	5,750,010	-	5,750,010
Firefighters	2,231,029	-	2,231,029
Florida Retirement System	<u>442,591</u>	<u>362,018</u>	<u>804,609</u>
Total Liabilities	<u>15,411,821</u>	<u>16,770,979</u>	<u>32,182,800</u>
Deferred Inflows of Resources			
Pension Plan Deferrals:			
Police Officers	452,751	-	452,751
Florida Retirement System	156,860	131,109	287,969
Other Post Employment Benefits	<u>601,098</u>	<u>168,893</u>	<u>769,991</u>
Total Deferred Inflows of Resources	<u>1,210,709</u>	<u>300,002</u>	<u>1,510,711</u>
Net Position			
Net Investment in Capital Assets	59,881,913	33,980,209	93,862,122
Restricted for:			
Building Permits	807,349	-	807,349
Library	98,450	-	98,450
Public Safety	378,422	-	378,422
Culture and Recreation	255,162	-	255,162
Capital Projects	1,680,674	3,013,784	4,694,458
Renewal and Replacement	-	2,388,463	2,388,463
Community Development	1,594,083	-	1,594,083
Road and Street Expenses	50,448	-	50,448
Cemetery Expenses	261,036	-	261,036
Roads and Trees	194,379	-	194,379
Unrestricted	<u>(4,222,712)</u>	<u>10,050,181</u>	<u>5,827,469</u>
Total Net Position	<u>\$ 60,979,204</u>	<u>\$ 49,432,637</u>	<u>\$ 110,411,841</u>

The notes to the financial statements are an integral part of this statement.

**CITY OF EUSTIS, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2018**

Functions/Programs	Expenses	Program Revenues		
		Charges for Service	Operating Grants and Contributions	Capital Grants and Contributions
Governmental Activities				
General Government	\$ 4,536,101	\$ 643,580	\$ 1,614	\$ -
Public Safety	9,175,828	261,099	-	5,720
Physical Environment	351,219	841,781	-	-
Transportation	3,283,299	16,024	-	-
Culture and Recreation	2,569,564	243,125	-	-
Interest and Fees on Long-term Debt	15,599	-	-	-
Total Governmental Activities	19,931,610	2,005,609	1,614	5,720
Business-type Activities				
Water and Sewer	\$ 8,710,241	\$ 10,414,339	\$ -	\$ 1,814,665

General Revenues

Taxes:
Property Taxes
Utility Service Taxes
Franchise Fees
State Shared Revenues (Unrestricted)
Investment Income
Miscellaneous
Transfers

Total General Revenues, Special Items and Transfers

Change in Net Position

Net Position, Beginning of Year, Previously Reported

Restatement, Adoption of New Accounting Standard

Net Position, Beginning of Year, Restated

Net Position, End of Year

The notes to the financial statements are an integral part of this statement.

Net (Expense) Revenue and Change in Net Position		
Primary Government		
Governmental Activities	Business-Type Activities	Total
\$ (3,890,907)	\$ -	\$ (3,890,907)
(8,909,009)	-	(8,909,009)
490,562	-	490,562
(3,267,275)	-	(3,267,275)
(2,326,439)	-	(2,326,439)
(15,599)	-	(15,599)
<u>(17,918,667)</u>	<u>-</u>	<u>(17,918,667)</u>
	<u>\$ 3,518,763</u>	<u>\$ 3,518,763</u>

6,599,902	-	6,599,902
1,621,592	-	1,621,592
2,544,608	-	2,544,608
4,956,751	-	4,956,751
87,017	165,900	252,917
998,288	15,008	1,013,296
<u>1,512,587</u>	<u>(1,512,587)</u>	<u>-</u>
<u>18,320,745</u>	<u>(1,331,679)</u>	<u>16,989,066</u>
402,078	2,187,084	2,589,162
62,633,834	47,823,434	110,457,268
(2,056,708)	(577,881)	(2,634,589)
60,577,126	47,245,553	107,822,679
<u>\$ 60,979,204</u>	<u>\$ 49,432,637</u>	<u>\$ 110,411,841</u>

**CITY OF EUSTIS, FLORIDA
BALANCE SHEET
ALL GOVERNMENTAL FUNDS
SEPTEMBER 30, 2018**

	General Fund	Street Improvement Fund	Community Redevelopment Trust Fund
Assets			
Cash and Cash Equivalents	\$ 5,506,611	\$ 225,979	\$ 1,411,548
Investments	3,072,164	-	-
Receivables, Net:			
Accounts	690,527	72,039	43,017
Interest	6,740	154	1,322
Total Assets	<u>9,276,042</u>	<u>298,172</u>	<u>1,455,887</u>
Liabilities and Fund Balances			
Liabilities			
Accounts Payable and Accrued Liabilities	<u>1,137,607</u>	<u>53,345</u>	<u>56,330</u>
Total Liabilities	<u>1,137,607</u>	<u>53,345</u>	<u>56,330</u>
Fund Balances			
Nonspendable:			
Library Trust Donations	-	-	-
Restricted for:			
Capital Projects per One Cent Sales Tax	-	-	-
Enforcement of Florida Bldg. Code	807,349	-	-
Public Safety Impact Fees	-	-	-
Culture and Recreation Impact Fees	-	-	-
Ordinance - Community Development	-	-	-
Specific Contributions - Library	-	-	-
Gas Tax	-	50,448	-
Redevelopment District	-	-	1,399,557
Police Fines and Forfeitures	-	-	-
Cemetery - Chapter 22 of Code	-	-	-
Specific Contributions for Roads and Trees	-	194,379	-
Committed to:			
Library Contribution Fund	-	-	-
Ordinance - Stormwater Management	-	-	-
Assigned to:			
Emergency Contingency	405,873	-	-
Unassigned:	<u>6,925,213</u>	<u>-</u>	<u>-</u>
Total Fund Balance	<u>8,138,435</u>	<u>244,827</u>	<u>1,399,557</u>
Total Liabilities and Fund Balances	<u>\$ 9,276,042</u>	<u>\$ 298,172</u>	<u>\$ 1,455,887</u>

The notes to the financial statements are an integral part of this statement.

Stormwater Utility Fund	Sales Tax Capital Projects Fund	Other Nonmajor Governmental Funds	Total Governmental Funds
\$ 1,047,876	\$ 1,511,371	\$ 1,319,677	\$ 11,023,062
-	-	-	3,072,164
134,721	265,177	6,100	1,211,581
453	1,248	912	10,829
<u>1,183,050</u>	<u>1,777,796</u>	<u>1,326,689</u>	<u>15,317,636</u>
5,661	97,122	139,093	1,489,158
<u>5,661</u>	<u>97,122</u>	<u>139,093</u>	<u>1,489,158</u>
-	-	40,523	40,523
-	1,680,674	-	1,680,674
-	-	-	807,349
-	-	302,982	302,982
-	-	255,162	255,162
-	-	194,526	194,526
-	-	30,093	30,093
-	-	-	50,448
-	-	-	1,399,557
-	-	75,440	75,440
-	-	261,036	261,036
-	-	-	194,379
-	-	27,834	27,834
1,177,389	-	-	1,177,389
-	-	-	405,873
-	-	-	6,925,213
<u>1,177,389</u>	<u>1,680,674</u>	<u>1,187,596</u>	<u>13,828,478</u>
<u>\$ 1,183,050</u>	<u>\$ 1,777,796</u>	<u>\$ 1,326,689</u>	<u>\$ 15,317,636</u>

CITY OF EUSTIS, FLORIDA
RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2018

Total Fund Balances of Governmental Funds \$ 13,828,478

**Amounts Reported for Governmental Activities in the Statement of
Net Position are Different Because:**

Capital assets used in governmental activities are not financial
resources and, therefore, are not reported in the funds.

Governmental capital assets	\$ 92,278,820	
Less accumulated depreciation	(31,328,669)	
Net governmental capital assets		60,949,611

Deferred Outflows/Inflows of resources reported in the statement
of net position:

Net deferred outflows - OPEB	152,849	
Net deferred inflows - OPEB	(601,098)	
Net deferred outflows - pensions	1,730,390	
Net deferred inflows - pensions	(1,158,363)	

Long-term liabilities are not due and payable in the current period
and accordingly are not reported in the governmental funds.

Long-term liabilities at year end consist of:

Net pension liability	(8,423,630)	
OPEB liability	(2,698,897)	
Revenue bonds and notes payable	(1,067,698)	
Compensated absences	(1,732,438)	
		(13,922,663)

Total Net Position of Governmental Activities **\$ 60,979,204**

The notes to the financial statements are an integral part of this statement.



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CITY OF EUSTIS, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018

	General Fund	Street Improvement Fund	Community Redevelopment Trust Fund
Revenues			
Ad Valorem	\$ 6,599,902	\$ -	\$ -
Franchise Fees	1,621,592	-	-
Utility Service Taxes	2,544,608	-	-
State Revenue Sharing	1,897,871	-	-
Other Intergovernmental Revenues	21,743	765,914	259,344
Permits & Fees	581,881	-	-
Fines and Forfeitures	129,970	-	-
Charges for Services	433,924	-	-
Miscellaneous:			
Interest	53,649	1,479	9,604
On-Behalf Payment Pensions	259,476	-	-
Other Sources	329,519	270,532	-
Total Revenues	<u>14,474,135</u>	<u>1,037,925</u>	<u>268,948</u>
Expenditures			
Current:			
General Government and			
Administration	4,042,890	-	49,012
Public Safety	8,206,053	-	-
On-Behalf Payment Pensions	259,476	-	-
Physical Environment	-	-	-
Transportation	143,007	1,624,608	-
Culture and Recreation	1,746,964	-	-
Nondepartmental	29,605		
Capital Outlay	93,938	-	223,159
Debt Service:			
Principal Payments	-	-	-
Interest and Fees	-	-	-
(Total Expenditures)	<u>(14,521,933)</u>	<u>(1,624,608)</u>	<u>(272,171)</u>
Excess (Deficiency) of Revenues			
Over (Under) Expenditures	<u>(47,798)</u>	<u>(586,683)</u>	<u>(3,223)</u>
Other Financing Sources (Uses)			
Transfers in	1,515,500	370,000	273,574
Transfers Out	(751,274)	-	-
Debt Proceeds	-	-	-
Total Other Financing Sources (Uses)	<u>764,226</u>	<u>370,000</u>	<u>273,574</u>
Net Change in Fund Balances	716,428	(216,683)	270,351
Fund Balances, Beginning of Year	7,422,007	461,510	1,129,206
Fund Balances, End of Year	<u>\$ 8,138,435</u>	<u>\$ 244,827</u>	<u>\$ 1,399,557</u>

The notes to the financial statements are an integral part of this statement.

Stormwater Utility Fund	Sales Tax Capital Projects Fund	Other Nonmajor Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ -	\$ 6,599,902
-	-	-	1,621,592
-	-	-	2,544,608
-	-	-	1,897,871
-	2,033,622	-	3,080,623
-	-	-	581,881
-	-	42,726	172,696
821,113	-	-	1,255,037
6,461	7,654	8,170	87,017
-	-	-	259,476
1,000	-	119,347	720,398
828,574	2,041,276	170,243	18,821,101
-	-	46,160	4,138,062
-	-	9,807	8,215,860
-	-	-	259,476
264,223	-	-	264,223
-	-	-	1,767,615
-	-	46,858	1,793,822
248,560	2,096,838	182,758	2,845,253
-	645,752	-	645,752
-	8,951	-	8,951
(512,783)	(2,751,541)	(285,583)	(19,968,619)
315,791	(710,265)	(115,340)	(1,147,518)
-	360,000	7,700	2,526,774
(260,000)	-	(2,913)	(1,014,187)
-	800,000	-	800,000
(260,000)	1,160,000	4,787	2,312,587
55,791	449,735	(110,553)	1,165,069
1,121,598	1,230,939	1,298,149	12,663,409
\$ 1,177,389	\$ 1,680,674	\$ 1,187,596	\$ 13,828,478

**CITY OF EUSTIS, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF THE GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2018**

Net Change in Fund Balances - Total Governmental Funds **\$ 1,165,069**

**Amounts Reported for Governmental Activities in the Statement of Activities
are Different Because:**

Governmental funds report capital purchases as expenditure. However, in the statement of activities, the cost of those assets is depreciated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation expense in the current period of CIP put into service of \$1,961,542 less other capital assets disposals of \$17,838.

Expenditures for capital assets	\$ 1,943,704	
Less current year depreciation	(2,038,591)	
Net governmental capital assets		(94,887)

Bond proceeds provide current financial resources to governmental funds, while the repayment of the principal consumes financial resources of governmental funds. Governmental funds report the debt issuance.

Principal payments	645,752
Debt issuance	(800,000)

Change in the net pension liability and related deferred amounts.	(234,596)
---	-----------

Some expenses reported in the statement of activities do not require the use of current financial resources and are not reported as expenditures in governmental funds:

Change in net OPEB obligation	(53,953)
Change in compensated absences	(225,307)
	(279,260)

Change in Net Position of Governmental Activities	\$ 402,078
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The notes to the financial statements are an integral part of this statement.



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CITY OF EUSTIS, FLORIDA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
SEPTEMBER 30, 2018

	<u>Business-Type Activities Water and Sewer Utility System Fund</u>
Assets	
Current Assets	
Cash and Cash Equivalents	\$ 8,411,688
Investments	2,814,661
Restricted Cash and Cash Equivalents	145,155
Accounts Receivable, Net	964,779
Accrued Interest Receivable	12,704
Inventory	320,615
Total Current Assets	<u>12,669,602</u>
Noncurrent Assets	
Restricted Assets:	
Sinking Fund	145,155
Renewal and Replacement Account	2,388,463
Restricted Investments	3,253,347
Customer Deposits	405,823
Water Impact Fees	2,968,608
Sewer Impact Fees	45,176
Less: Portion Classified as Current	<u>(145,155)</u>
Total Restricted Assets	<u>9,061,417</u>
Property, Plant and Equipment:	
Land	2,307,117
Improvements Other Than Buildings	74,671,599
Buildings	1,040,680
Equipment	5,031,793
Construction in Progress	714,800
(Accumulated Depreciation)	<u>(39,170,639)</u>
Total Property, Plant and Equipment - Cost Less Depreciation	<u>44,595,350</u>
Total Noncurrent Assets	<u>53,656,767</u>
Total Assets	<u>\$ 66,326,369</u>
Deferred Outflows of Resources	
Pension Plan Deferrals:	
Florida Retirement System	134,306
OPEB	42,943
Total Deferred Outflows of Resources	<u>177,249</u>

The notes to the financial statements are an integral part of this statement.

	Business-Type Activities Water and Sewer Utility System Fund
Liabilities	
Current Liabilities Payable from Current Assets	
Accounts Payable	\$ 931,823
Loan Payables - Current	596,477
Revenue Bonds Payable - Current	285,000
Unamortized Bond Premium - Current	25,234
Notes Payable - Current	361,100
Compensated Absences	62,107
Total Current Liabilities Payable from Current Assets	2,261,741
Current Liabilities Payable from Restricted Assets	
Deposits	405,823
Total Current Liabilities Payable from Restricted Assets	405,823
Total Current Liabilities	2,667,564
Long-term Liabilities	
State Revolving Loan Payable	564,219
State Revolving Loan Payable	3,659,170
Revenue Bonds Payable net of Amortization	7,293,988
Notes Payable	1,083,300
Other Post Employment Benefits	814,657
Compensated Absences	326,063
Net Pension Liability	362,018
Total Long-term Liabilities	14,103,415
Total Liabilities	16,770,979
Deferred Inflows of Resources	
Pension Plan Deferrals:	
Florida Retirement System	131,109
OPEB	168,893
Total Deferred Outflows of Resources	300,002
Net Position	
Net Investment in Capital Assets	33,980,209
Restricted Net Position	
Impact Fees	3,013,784
Renewal and Replacement	2,388,463
Unrestricted Net Position	10,050,181
Total Net Position	\$ 49,432,637

The notes to the financial statements are an integral part of this statement.

**CITY OF EUSTIS, FLORIDA
STATEMENT OF REVENUES, EXPENSES,
AND CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	Business-Type Activities Water and Sewer Utility System Fund
Operating Revenues	
Charges for Services	\$ 10,234,831
Permits and Fees	179,508
Other Miscellaneous Revenues	15,008
Total Operating Revenues	<u>10,429,347</u>
Operating Expenses	
Personal Services	3,165,340
Operating Expenses	2,438,984
Professional Services	102,940
Depreciation and Amortization	2,208,575
Insurance	357,031
(Total Operating Expenses)	<u>(8,272,870)</u>
Operating Income (Loss)	<u>2,156,477</u>
Non-operating Revenues (Expenses)	
Investment Earnings	165,900
Interest Expense	(437,371)
Total Non-operating Revenues	<u>(271,471)</u>
Income (Loss) Before Transfers	<u>1,885,006</u>
Transfers and Capital Contributions	
Capital Grants and Contributions	1,814,665
Transfers to Other Funds	(1,512,587)
Total Transfers and Capital Contributions	<u>302,078</u>
Change in Net Position	2,187,084
Net Position, Beginning of Year, Previously Reported	<u>47,823,434</u>
Restatement, Adoption of New Accounting Standard	(577,881)
Net Position, End of Year	<u>\$ 49,432,637</u>

The notes to the financial statements are an integral part of this statement.



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**STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2018**

	Business-Type Activities Water and Sewer Utility System Fund
Cash Flows from Operating Activities	
Cash Received from Customers	\$ 11,239,822
Cash Payments to Suppliers for Goods and Services	(3,041,323)
Cash Payments for Employee Services	(3,141,249)
Net Cash Provided by (Used in) Operating Activities	<u>5,057,250</u>
Cash Flows from Noncapital Financing Activities	
Transfers to Other Funds	(1,512,587)
Net Cash Provided by (Used in) Noncapital Financing Activities	<u>(1,512,587)</u>
Cash Flows from Capital and Related Financing Activities	
Acquisition and Construction of Capital Assets	(5,597,667)
Principal Payments State Revolving Loan	(580,219)
Proceeds From Bond Issuance	(305,235)
Proceeds from Notes Payable	(361,100)
Interest Paid on Revenue Bonds and State Revolving Loan	(437,371)
Net Cash Provided by (Used in) Capital and Related Financing Activities	<u>(7,281,592)</u>
Cash Flows from Investing Activities	
Interest	(1,129,689)
Net Cash Provided by (Used in) Investing Activities	<u>(1,129,689)</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(4,866,618)
Cash and Cash Equivalents, Beginning of Year	<u>22,484,878</u>
Cash and Cash Equivalents, End of year	<u>\$ 17,618,260</u>

The notes to the financial statements are an integral part of this statement.

CITY OF EUSTIS, FLORIDA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2018
(Concluded)

	Business-Type Activities Water and Sewer Utility System Fund
<u>Reconciliation of Cash and Cash Equivalents to Balance Sheet</u>	
Total Unrestricted Cash and Investments per the Balance Sheet :	
Cash and Cash Equivalents	\$ 8,411,688
Restricted Assets Available for Current Liabilities	145,155
Total Restricted Cash and Investments Per the Balance Sheet	9,061,417
Total Cash and Cash Equivalents	<u>17,618,260</u>
<u>Reconciliation of Operating Income (Loss) to Net Cash Provided by (Used in) Operating Activities</u>	
Operating Income	\$ 2,156,477
Adjustments to Reconcile Operating Income (Loss) to Cash Provided by (Used in) Operating Activities:	
Depreciation	2,208,575
Provision for Uncollectible Accounts	130,193
Decrease (Increase) in Assets:	
Accounts and Interest Receivable	680,282
Inventories	140,383
Increase (Decrease) in Liabilities:	
Accounts Payable	(283,619)
Utility Deposits	868
Net Pension Liability	(27,860)
Deferred Inflow of Resources	20,058
Deferred Outflow of Resources	2,937
Accrued Expenses	<u>28,956</u>
Net Cash Provided by (Used in) Operating Activities	<u>\$ 5,057,250</u>
<u>Noncash Investing, Capital, or Financing Transactions</u>	
Contributions of Capital Assets	1,814,665

The notes to the financial statements are an integral part of this statement.

CITY OF EUSTIS, FLORIDA
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUND TYPE
SEPTEMBER 30, 2018

	Pension Trust Funds
Assets	
Cash and Cash Equivalents	<u>\$ 1,214,006</u>
Receivables	
Contributions	248,329
Interest	53,961
Total Receivables	<u>302,290</u>
Investments, at Fair Value	
Fixed Income Securities	10,227,510
Equities and Mutual Funds	18,970,052
Total Investments	<u>29,197,562</u>
Total Assets	<u>30,713,858</u>
Liabilities	
Accounts Payable	<u>-</u>
Net Position Restricted for Pension Benefits	<u><u>\$ 30,713,858</u></u>

The notes to the financial statements are an integral part of this statement.

CITY OF EUSTIS, FLORIDA
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2018

	Pension Trust Funds
Additions	
Contributions:	
Plan Member	\$ 140,656
Insurance Premium Tax	259,476
City	1,687,620
Total Contributions	<u>2,087,752</u>
Investment Income (Loss):	
Net Appreciation (Depreciation) in Fair Value of Investments	1,109,414
Interest	228,463
Dividend Income	714,590
Total Income on Investments	<u>2,052,467</u>
Less: Investment Management Fees	<u>(203,652)</u>
Net Investment Income	<u>1,848,815</u>
Total Additions	<u>3,936,567</u>
Deductions	
Pension Payments	(1,392,976)
Administration	(64,177)
Total Deductions	<u>(1,457,153)</u>
Change in Net Position	<u>2,479,414</u>
Net Position, Beginning of Year	<u>28,234,444</u>
Net Position, End of Year	<u><u>\$ 30,713,858</u></u>

The notes to the financial statements are an integral part of this statement.



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CITY OF EUSTIS
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2018
NOTES TO FINANCIAL STATEMENTS

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**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA**

Note 1 - Description of Funds and Summary of Significant Accounting Policies

The financial statements of the City of Eustis (the "City") have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Significant City accounting policies are described below.

1. The Reporting Entity

The City was incorporated in 1883 under the laws of the State of Florida and operates under the council manager form of government under its charter adopted pursuant to the "Municipal Home Rule Powers Act" as defined in Florida Statutes, Chapter 166. The original charter was effective January 1, 1958, and became a law without the Governor's approval. The City Charter was adopted by laws of Florida Chapter 57-1314 and amended by ordinance 91-74 and 94-04 adopted by referendum on March 11, 1992 and April 6, 1994.

The legislative branch of the City is composed of a five (5) member elected Commission, which includes a Citywide elected Mayor. The City Commission governed by the City Charter, and by state and local laws and regulations. The City Commission is responsible for the establishment and adoption of policy. The execution of such policy is the responsibility of the Commission-appointed City Manager.

▪ **City of Eustis Community Redevelopment Trust Fund**

The accompanying financial statements present the City and its component unit, an entity for which the City is financially accountable. A blended component unit, although legally separate, is in substance, part of the City's operations. The City has only one blended component unit, the Community Redevelopment Trust Fund (CRA). The City created the Downtown and East Town Redevelopment Agency in November of 1990. The CRA is an incremental tax district established in accordance with Florida Statutes Chapter 163 to finance and redevelop the City's designated redevelopment areas. Even though the CRA is a legally separate entity, it is reported as if it were part of the City because the City commission also serves as the CRA Board. The Commission reviews and approves the CRA's budget, provides funding, and performs all accounting functions for the CRA. The CRA's services benefit the City by supporting the City's redevelopment in the designated community redevelopment areas. The CRA has been presented as a blended component unit classified as a special revenue fund. The City has no discretely presented component units.

2. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

The Statement of Activities demonstrates the degree to which the direct expenses costs of a given function, or segment offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Internal service activity of the City has been eliminated on the government-wide financial statements. Other interfund activity, namely overhead charges absorbed by the General Fund and allocated amongst the City's other funds, is reported as revenue in the fund providing the service or incurring the cost to be allocated and is reported as expense in the funds receiving the service or incurring the allocable share of the overhead charge.

The City's fiduciary funds are presented in the fund financial statements. Since by definition these assets are being held for the benefit of a third party (pension plan participants) and cannot be used to address activities or obligations of the government, these funds are not incorporated into the government-wide statements.

Separate financial statements provide for governmental funds, enterprise fund, and the pension trust fund. The pension trust fund is excluded from the government-wide financial statements. Major individual governmental and enterprise funds are reported on separate columns in the fund financial statements.

3. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

▪ **Government-wide Financial Statements**

The government-wide financial statements report uses the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Revenues recognize property taxes in the year levied. Grants and similar items recognized as soon as all eligibility requirements imposed by the provider are met.

▪ **Fund Financial Statements**

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise fees, and interest associated with the current fiscal period are susceptible to accrual and are recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is susceptible to accrual as revenue of the current period. All other revenue considered measurable is cash once it received by the City.

The City reports the following major governmental funds:

- The *General Fund* is the City's primary operating fund. It accounts for financial resources of the City except those required to be accounted for in another fund.
- The *Street Improvement Fund* is a special revenue fund to account for the City's share of motor fuel tax revenues that are legally restricted to street maintenance programs.
- The *Community Redevelopment Trust Fund* is a special revenue fund to account for the activity within the special revenue district established. The revenue on the incremental property value is since the establishment of the fund in 1990.
- The *Stormwater Utility Fund* is a special revenue fund to account for the activity within the special revenue district established. The revenue on a monthly assessment of residential and commercial property for the management of storm run-off water.
- The *Sales Tax Capital Projects Fund* account for financial resources of the one-cent infrastructure sales tax to be used for the acquisition or construction of major capital facilities, vehicles, or equipment.
- The City reports the following major enterprise fund: An enterprise fund may be used to report any activity for which a fees charged to external users for goods or services.
- The *Water and Sewer Utility System Fund* accounts for the fiscal activities of the City's water and sewer treatment and distribution operations, as well as the funding and payment of related debt.

Additionally, the City reports the following non-major fund types:

- The *Special Revenue Funds* account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.
- The *Pension Trust Funds* account for the activities of the City's Police Officers' and Firefighters' Pension Plan, which accumulates resources for pension benefit payments to qualified police and fire employees. They are excluded from the government-wide

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

financial statements because they are fiduciary in nature and do not represent resources available for operations.

Proprietary funds distinguish *operating* revenues and expenses from *non-operating* revenues and expenses. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City water and sewer utility system fund is charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, and then unrestricted resources, as they are needed for their intended purposes.

4. Assets, Liabilities and Fund Equity

■ **Cash, Cash Equivalents, and Investments**

Cash and cash equivalents include cash on hand, demand deposits, as well as short-term investments with an original maturity date within three months of the date acquired by the government. Governmental fund investments, proprietary fund investments, and pension fund investments are reported at fair market value in accordance with GASB No. 72, *Fair Value Measurement and Application*. Accordingly, the change in fair value is recognized as an increase or decrease to investment assets and investment income.

With exception of the pension fund investments, the City's investments include certificates of deposit and U.S. Treasury notes with maturities at purchase of greater than one year. The certificates of deposit are recorded at cost plus accrued interest. There was no concentration of credit risk at September 30, 2018.

■ **Receivables**

Property Taxes Receivable

Under Florida law, the assessment of all properties and the collection of all county, municipal and school board property taxes are consolidated in the offices of the Lake County Property Appraiser and Lake County Tax Collector. The laws of the State regulating tax assessments are also designed to assure a consistent property valuation method statewide. State Statutes permit municipalities to levy property taxes at a rate of up to 10 mills. The City's millage for 2018 was 7.5810 mills. All real and tangible personal property taxes are due and payable on the levy date of November 1 of each year or as soon thereafter as the assessment roll is certified by the Lake County Property Appraiser (levy date). Lake County (the "County") mails to each property owner on the assessment roll a notice of the taxes due and the County collects the taxes for the City. Taxes may be paid upon receipt of such notice from the County, with discounts at the rate of four percent (4%) if paid in the month of November, three percent (3%) if paid in the month of December, two percent (2%) if paid in the month of January, and one percent (1%) if paid in the month of February.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Fund Equity (Continued)

Taxes paid during the month of March are without discount and all unpaid taxes on real and tangible property become delinquent on April 1 (the lien date) of the year following the year in which taxes were assessed. Procedures for collecting delinquent taxes, including applicable tax certificate sales, are provided for by the Laws of Florida.

Accounts Receivable

Water and Sewer Utility System Fund operating revenues are generally recognized on the basis of cycle billings rendered monthly. Revenues for services delivered during the last month of the fiscal year that have not been read by September 30 are accrued based on meter readings for the applicable consumption taken at the beginning of October and billed in October. The Water and Sewer Utility System uses the allowance method of bad debt recognition. All receivables are shown net of an allowance for doubtful accounts of \$ 1,362,394 at September 30, 2018. Listed below is the allowance for doubtful accounts:

	General Fund	Water & Sewer Utility System Fund	Stormwater Fund	Total
Allowance for Doubtful Accounts	\$107,505	\$ 1,120,708	\$134,181	\$1,362,394

▪ **Inventories**

Inventories are valued at cost using the first-in, first-out method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

▪ **Prepaid**

Certain payments to vendors reflect costs applicable to future accounting periods are recorded as prepaid items in both government-wide and fund financial statements.

▪ **Restricted Assets**

Specific provisions of debt resolutions and City policies restrict the uses of certain assets of the enterprise fund. These assets restricted for paying general obligations of the fund. Assets so designated are identified as restricted assets on the Statement of Net Position.

▪ **Capital Assets**

Capital assets include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), and are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Property, plant, and equipment with initial, individual costs that equal or exceed \$5,000 and estimated useful lives of over one year are recorded as capital assets. Roads, bridges, and sidewalks are capitalized when their initial costs equal or exceed \$25,000 and possess estimated useful lives of more than one year. Capital assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the acquisition value at the date of donation.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Fund Equity (Continued)

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of major business-type activities is included as part of the capitalized value of the assets constructed. Capital asset purchases are recorded as capital outlay expenditures in the fund level governmental funds in the year of acquisition.

Property, plant, and equipment are depreciated using the straight-line method over the following estimated useful lives:

	<u>Useful Lives</u>
Buildings	10-40 Years
Land Improvements	15-40 Years
Equipment	3-40 Years
Infrastructure	15-40 Years

Expenditures for repairs and maintenance are expensed when incurred. Additions, major renewals and replacements that increase the useful lives of the assets are capitalized.

■ **Amortization of Bond Discounts and Premiums**

In the Water and Sewer Utility System Fund, bond discounts and premiums are amortized over the life of the bonds using the straight line method. In the governmental funds, these costs are recorded as other sources or uses when bonds are issued. Issuance costs are expensed at the time of debt issuance.

■ **Compensated Absences**

It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. Upon termination in good standing, the employee can receive a cash benefit for the number of days accrued at the employee's current wage rate. The City records compensated absences in governmental funds, only if they have matured, as expenditures for the amount accrued during the year that would normally be liquidated with expendable, available financial resources. The City accrues compensated absences in the period that they are earned in the government-wide and enterprise fund financial statements.

■ **On-Behalf Payments for Fringe Benefits**

The City receives on-behalf payments from the State of Florida to be used for the Police Officers' and Firefighters' Retirement Plan Contributions. On-behalf payments to the City total \$259,476 for the fiscal year ended September 30, 2018. These payments are currently recorded as revenue in the Pension Trust Fund.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Fund Equity (Continued)

▪ **Other Postemployment Benefits**

It is the City's policy to allow retirees to participate in its employee health and life insurance programs. The City accrues other postemployment benefit liability for the cost of providing those benefits in the government-wide and enterprise fund financial statements based on actuarial measurement annually.

▪ **Net Pension Liability**

In the government-wide and proprietary statements, net pension liability represents the present value of projected benefit payments to be provided through the cost-sharing and single employer defined benefit pension plans to current active and inactive employees that is attributed to those employees' past periods of service (total pension liability), less the amount of the pension plan's fiduciary net position. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pension plans, pension expense, information about the fiduciary net position, and additions to/deductions from fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. The City allocated the net pension liability, deferred outflows for pensions, deferred inflows for pensions, and pension expense to funds and functions/activities based on their respective contributions made to the pension plans during the measurement year.

▪ **Deferred Outflows and Inflows of Resources**

In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The deferred outflows of resources reported in the City's statement of net position represent differences between expected and actual economic experience, changes in actuarial assumptions, the net difference between projected and actual earnings on investments, changes in the proportion and differences between the City's contributions and proportionate share of contributions, and the City's contributions subsequent to the measurement date, relating to the City's defined benefit pension plans. The city also has deferred outflows of resources due to the implementation of GASB 75 related to the OPEB Plan. These amounts will be recognized as expenses in future years.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Fund Equity (Continued)

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The deferred inflows of resources reported in the City's statement of net position represent the difference between expected and actual economic experience and changes in the proportion and differences between the City's contributions and proportionate share of contributions relating to the City's defined benefit pension plans. The city also has deferred inflows of resources due to the implementation of GASB 75 related to the OPEB Plan. These amounts will be recognized as reductions in expenses in future years.

■ **Fund Balances**

The City adopted a policy that will set aside funds for the purpose of maintaining sufficient working capital. This is approximately equal to two to three months of operating expenses. The 25% balance set aside will be calculated as a percentage of normal operating expenses not inclusive of debt service, capital outlay and other financing uses. This amount is required to cover short-term cash flow variations, economic downturns, and emergencies. As part of the annual budget process, the City Commission will also approve an amount to be set aside for a contingencies such as catastrophic event or unforeseen losses through insurance or litigation.

The City has classified governmental fund balances as follows:

Nonspendable: This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. The City has donations to the Library Trust Fund, which must maintain the principal. Only the interest earnings may be used.

Restricted: This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors (such as through a debt covenant), grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation. The City has classified Fines and Forfeitures as being restricted because their use is restricted by State Statute for police investigative expenditures. The redevelopment funds are restricted to a designated area of the City and as such are exclusive to that area alone. Infrastructure Projects are restricted by State Statute and County laws and are legally segregated for funding of infrastructure improvements. Other funds are restricted to library operations as well as other specific developer agreements obligating funds to a specific use.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Fund Equity (Continued)

Committed: This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by formal action of the City Commission. These amounts cannot be used for any other purpose unless the City Commission removes or changes the specified use by taking the same type of action (ordinance) that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.

Assigned: This classification includes amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the City Commission or through the City Commission delegating this responsibility to the City manager through the budgetary process. This classification also includes monies allocated to future budgetary years to assist in weathering the current economic crisis.

Unassigned: This classification includes the residual fund balance for the General Fund and the amount established for Minimum Funding, which represents the portion of the General Fund balance that has been established by Resolution 11-59, as amended throughout the year by resolutions as needed.

5. Revenues, Expenditures, and Expenses

▪ **Interest Income**

Interest income resulting from pooling of cash in a master bank account is allocated to the respective fund based on its proportionate share.

▪ **Capital Contributions**

Subsidies to proprietary funds, which finance either capital or current operations, are recorded as non-operating revenue when earned. The City's policy requires restriction of all moneys collected as impact fees. These fees represent a capacity charge for the proportionate share of the cost of expanding, over sizing, separating or constructing new additions to the water and sewer system. The City is obligated to expend these funds only to provide expanded capacity to the system.

Deposits received which reserve capacity in the City's future water and sewer facilities are recorded as a liability upon receipt. After completion of all legal requirements as stipulated by the City's water and sewer treatment policy, the moneys are recorded as non-operating revenue in the year the requirements are met. The City has pledged impact fees to meet expansion bond debt service requirements, and any additional revenue (by bond covenant) is set aside as a restriction of net position to be used for either additional system expansion projects or principal repayment.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 1 - Description of Funds and Summary of Significant Accounting Policies (Continued)

Assets, Liabilities and Fund Equity (Continued)

▪ **Interfund Transactions**

Interfund services provided and used are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/ expenses in the fund that is reimbursed. All interfund transactions are reported as transfers (see Note 10).

6. Adoption of New Accounting Standards

During the fiscal year ended September 30, 2018, the City adopted the following GASB Statement:

GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. The objective of the statement is to replace the requirements of GASB Statement No.45. In addition, the statement requires governments to report a liability on the face of the financial statements for the OPEB provided and requires governments to present more extensive note disclosures and required supplementary information about their OPEB liabilities.

Statement No. 82 – Pension Issues – an amendment of GASB Statements No. 67, No. 68, and No. 73. The objective of this Statement is to address certain issues that have been raised with respect to Statements No. 67, Financial Reporting for Pension Plans, No. 68, Accounting and Financial Reporting for Pensions, and No. 73, Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68. Specifically, this Statement addresses issues regarding (1) the presentation of payroll-related measures in required supplementary information, (2) the selection of assumptions and the treatment of deviations from the guidance in an Actuarial Standard of Practice for financial reporting purposes, and (3) the classification of payments made by employers to satisfy employee (plan member) contribution requirements. The requirements of this Statement are effective for reporting periods beginning after June 30, 2016.

Note 2 - Stewardship, Compliance and Accountability

Budgetary Requirements

The following procedures used to establish the budgetary data reflected in the financial statements:

1. By August of each year, the City Manager submits to the City Commission a proposed operating budget for the fiscal year commencing the following October 1.
2. Two public hearings held to obtain taxpayer comments.
3. Prior to October 1, the budget is legally enacted through the passage of a resolution.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 2 - Stewardship, Compliance and Accountability (Continued)

Budgetary Requirements (Continued)

4. Budgets are legally adopted and formal budgetary integration is employed as a management control device during the year for the General Fund, all Special Revenue funds, and the pension trust funds. The budget adopted for the Enterprise fund is derived in compliance with debt covenants.
5. Budgets for the governmental funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). The budget for the enterprise fund is adopted on a non-GAAP basis to reflect budget versus actual information related to "operations and maintenance" as defined in bond covenants.
6. The City Manager is authorized to transfer part or all of an unencumbered appropriation balance between departments within a fund; however, the City Commission must approve any revisions that alter the total appropriations of any fund. The classification detail at which expenditures may not legally exceed appropriations is at the total fund level. During the fiscal year ended, various appropriations approved in accordance with this policy. Budgeted amounts shown in the financial statements are adopted and can be amended. However, amendments were nominal and did not significantly change the originally adopted budget.

In addition to the legal requirements discussed above, the Commission has adopted management control and approval guidelines for expenditures and budget amendments. Key components of these management guidelines are as follows:

1. Transfers of budgeted amounts between major object codes of a department within a fund must be approved by the Commission if they exceed \$25,000.
2. Transfer of budgeted amounts between funds must be approved by the Commission.
3. A department director may transfer funds up to \$5,000 within the department's operating of capital accounts.
4. No expenditure of encumbrance may occur without a sufficient budgetary balance.

The City uses encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of funds, are recorded to reserve that portion of applicable appropriation. Encumbrances represent commitments related to unperformed contracts for goods or services. Most operating encumbrances outstanding at year-end are canceled.

Deficit Fund Equity of Individual Funds

There were no funds with deficit fund balances or retained earnings at September 30, 2018.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 3 - Cash, Cash Equivalents, and Investments

Cash and Cash Equivalents

The Florida Security for Depositors Act identifies those financial institutions that have deposited the required collateral in the name of the treasury of the State of Florida as qualified public depositories. The City places deposits only with qualified public depositories. Either FDIC or Florida's Multiple Financial Institution Collateral Pool insures all cash. Therefore, all deposits of the City are fully insured and collateralized. The amount of deposits at September 30, 2018, is \$ 25,387,975.

Investments

The City's investment policy states that it may invest surplus public funds in any of the authorized instruments as is provided for in Florida Statutes 218.415(16). Authorized investments include the following:

- The Local Government Surplus Funds Trust Fund or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act, as provided in Section 163.01.
- Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency.
- Interest-bearing time deposits or savings accounts in qualified public depositories, as defined in Section 280.02.
- Direct obligations of the U.S. Treasury.
- Federal agencies and instrumentalities.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 3 - Cash, Cash Equivalents, and Investments (Continued)

In addition, pension funds may be invested in foreign securities and corporate stock.
Investments made by the City as of September 30, 2018 were as follows:

Investments	Weighted Average Maturities	Credit Rating	Fair Value
USB Trust Accounts:			
Investco Money Market	Less than 1 Year	N/A	\$ 99,021
U.S. Treasury Bonds & Notes	1 to 2 Years	AAA	1,808,588
GNMA's	Less than 1 Year	AAA	1,621,559
TD Bank:			
Certificate of Deposits	Less than 1 Year	N/A	5,611,004
Firefighter's Pension Trust:			
Money Market & Cash Equivalents	N/A	N/A	328,071
Fixed Income - Mutual Funds	2 to 10 Years	BBB to AAA	3,343,281
Equities - Common Stock	N/A	N/A	1,476,004
Equities - Mutual Funds	N/A	N/A	4,060,070
Equities - International	N/A	N/A	583,338
Equities - Mutual Funds International	N/A	N/A	15,451
Police Officers' Pension Trust:			
Money Market & Cash Equivalents	N/A	N/A	885,935
U.S. Treasury Bonds & Notes	15 to 20 Years	AAA	1,684,886
U.S. Government Agency Obligations	15 to 20 Years	AAA	2,251,267
Corporate Bonds	5 to 10 Years	A-AA	2,843,807
Municipal Bonds	1 to 2 Years	AA	104,269
Foreign Equities	N/A	N/A	237,209
ETF Domestic	N/A	N/A	1,029,134
International ADR	N/A	N/A	1,798,394
Common Stock	N/A	N/A	9,770,452
Total Investments			<u>39,551,740</u>
Cash Deposits			<u>25,387,975</u>
Total Cash and Investments			<u><u>\$ 64,939,715</u></u>

Shown In the accompanying Statements of Net Position as follows:

Entity-wide - Cash	\$ 25,387,975
Entity-wide - Investments	9,140,172
Fiduciary - Cash	1,214,006
Fiduciary - Investments	<u>29,197,562</u>
Total	<u><u>\$ 64,939,715</u></u>

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 3 - Cash, Cash Equivalents, and Investments (Continued)

Fair Value of Investments

The City measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

Level 1: Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Plan has the ability to access. As a rule, any asset that has a daily closing price and is actively traded will be classified as a Level 1 input.

Level 2: Inputs are inputs (other than quoted prices included within Level 1) that are observable for the asset or liability, either directly or indirectly. Inputs to the valuation the full term of the asset or liability. As a rule, if an asset or liability does not fall into the requirements of a Level 1 or Level 3 input, it would default to Level 2. With Level 2 inputs, there is usually data that can be easily obtained to support the valuation; even though it is not as easily obtained, as a Level 1 input would be.

Level 3: Inputs to the valuation methodology are unobservable and significant to the fair value measurement. As rule, Level 3 inputs are those that are difficult to obtain on a regular basis and require verification from an outside party, such as an auditor or an appraisal, to validate the valuation.

Debt, equity securities, and international American Depositary Receipts (ADRs) categorized as Level 1 are valued based on prices quoted in active markets for those securities. Investments categorized as Level 2 are valued using a matrix yield curve that values investments based on their relationship to benchmark quoted prices and credit spreads. Investments categorized as a Level 2 are valued using a multifactor model, which includes price, sector indices, and currency fluctuations.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 3 - Cash, Cash Equivalents, and Investments (Continued)

Fair Value of Investments (Continued)

At September 30, 2018, the City had the following recurring fair value measurements.

General Government Investments
(Excludes Fire and Police Pension Trust Funds)

		Fair Value Measurement Using		
Investments by Fair Market Value	9/30/2018	Level 1	Level 2	Level 3
Debt Securities				
U.S. Agencies	\$ 1,209,840	\$ 1,209,840	-	-
Corporate Bonds	1,084,728	1,084,728	-	-
Money Market Mutual Funds	777,597	777,597	-	-
Total Debt Securities	<u>\$ 3,072,165</u>	<u>\$ 3,072,165</u>	<u>\$ -</u>	<u>\$ -</u>
Total investments measured at fair value	<u><u>\$ 3,072,165</u></u>			

Firefighter's Pension Trust Rated Investments

		Fair Value Measurement Using		
Investments by Fair Market Value	9/30/2018	Level 1	Level 2	Level 3
Short term investments	328,071	328,071	-	-
Mutual Funds - Fixed Income	<u>\$ 3,343,281</u>	<u>\$ 3,343,281</u>	<u>\$ -</u>	<u>-</u>
Total Debt Securities	<u>\$ 3,671,352</u>	<u>\$ 3,671,352</u>	<u>\$ -</u>	<u>\$ -</u>
Equity Securities				
Common Stock	1,476,004	1,476,004	-	-
Common Stock - International	583,338	583,338	-	-
Mutual Fund Equities	4,060,070	4,060,070	-	-
Mutual Fund International	15,451	15,451	-	-
Total Equity Securities	<u>6,134,863</u>	<u>6,134,863</u>	<u>-</u>	<u>-</u>
Total investments measured at fair value	<u><u>\$ 9,806,215</u></u>			

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 3 - Cash, Cash Equivalents, and Investments (Continued)

Fair Value of Investments (Continued)

		Police Officer's Pension Trust Rated Investments			
		Fair Value Measurement Using			
Investments by Fair Market Value	9/30/2018	Level 1	Level 2	Level 3	
Short term investments	\$ 885,935	\$ 885,935			
Debt Securities					
U.S. Agencies	1,684,886	1,684,886	-	-	
Corporate Bonds	2,251,267	2,251,267	-	-	
Foreign Bonds	2,843,807	2,843,807	-	-	
Municipal Bonds	104,269	104,269			
Total Debt Securities	\$ 6,884,229	\$ 6,884,229	\$ -	\$ -	
Equity Securities					
Foreign Equities	2,035,603	2,035,603			
ETF	1,029,134	1,029,134			
Equities - Common Stock	9,770,452	9,770,452			
Total Equity Securities	\$ 12,835,189	\$ 12,835,189	-	-	
Total investments measured at fair value	\$ 20,605,353				

Debt, equity securities, and international ADRs classified in Level 1 are valued using prices quoted in active markets for those securities. Currently, the City does not have any debt obligations classified in Level 3.

Credit Risk

Credit risk is the risk of loss due to the failure of the security issuer. The City's investment policy limits the investments to obligations with the highest credit quality ratings. Ratings for debt securities are displayed in the above schedule. The State of Florida 185.06 and 175.06 has a provision regarding investments which states for bonds and stocks that the corporation is listed on any one or more of the recognized national stock exchanges or on the National Market System of the NASDAQ Stock Market and, in the case of bonds only, holds a rating in one of the three highest classifications by a major rating service. Investment ratings are from Moody's Investors Service, Inc. and Standard and Poor's Ratings Group.

Custodial Credit Risk

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Government National Mortgage Association (GNMA) investments of the City and the City's pension investments are held in the name of the counterparty, not in the name of the City.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 3 - Cash, Cash Equivalents, and Investments (Continued)

Interest Rate Risk

Interest rate risk exists when there is a possibility that changes in interest rates could adversely affect an investment's fair value. The weighted average maturity of the City's investments is displayed in the above schedule. The City evaluates securities for other-than temporary impairment on a quarterly basis and more frequently when economic or market concerns warrant. Consideration is given to the length of time and the extent to which the fair value has been less than cost, the financial condition and near-term prospects of the issuer and the intent and ability of the City to retain its investment in the issuer for a period of time sufficient to allow for any anticipated recovery in the fair value. In analyzing an issuer financial condition, the City considers whether the federal government or its agencies issue the securities, whether downgrades by bond rating agencies have occurred, and the results of reviews of the issuer's financial condition. The City has no formal policy concerning interest rate risk.

Concentration of Credit Risk

The City's non-pension holdings at U.S. Bank (USB) contain approximately 8.92% of total investments. The breakdown is composed of securities 4.57%, money market account .25%, and government guaranteed bonds (Ginnie Mae) of 4.10%. As the investments mature, the money is deposited into the City master account at TD Bank, which is highly liquid and offers an interest rates which range from 1.52% to 2.42%. Certificate of Deposits are held by banks that are qualified public depositories of the State of Florida. Currently, the City has three Certificates of Deposit with a maturity of less than one year.

Foreign Currency Risk

Foreign currency risk exists when an entity holds investments denominated in a currency other than U.S. dollar, exposes itself to the risks associated with currency fluctuation. The City has no formal policy concerning interest rate risk.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 4 - Capital Assets

Capital asset activity for the year ended September 30, 2018, was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities				
Capital Assets Not Being Depreciated:				
Land	\$ 3,839,437	\$ -	\$ -	\$ 3,839,437
Infrastructure - Retention Ponds	1,946,578	-	-	1,946,578
Infrastructure - Right-of-way	23,664,796	-	-	23,664,796
Construction in Progress	807,428	1,240,408	(186,742)	1,861,094
Total Capital Assets Not Being Depreciated	30,258,239	1,240,408	(186,742)	31,311,905
Capital Assets Being Depreciated:				
Buildings	13,570,513	-	-	13,570,513
Improvements Other Than Buildings	3,717,840	186,742	-	3,904,582
Equipment	3,654,890	33,873	-	3,688,763
Vehicles	5,359,038	687,261	(41,370)	6,004,929
Infrastructure (Roads and Streets)	33,797,588	-	-	33,797,588
Total Capital Assets Being Depreciated	60,099,869	907,876	(41,370)	60,966,375
Less Accumulated Depreciation:				
Buildings	(8,145,911)	(416,563)	-	(8,562,474)
Improvements Other Than Buildings	(1,371,869)	(156,472)	-	(1,528,341)
Equipment	(2,491,666)	(211,932)	-	(2,703,598)
Vehicles	(3,509,492)	(437,322)	23,532	(3,923,282)
Infrastructure (Roads and Streets)	(13,794,672)	(816,302)	-	(14,610,974)
Total Accumulated Depreciation	(29,313,610)	(2,038,591)	23,532	(31,328,669)
Total Capital Assets Being Depreciated, Net	30,786,259	(1,130,715)	(17,838)	29,637,706
Governmental Activities Capital Assets, Net	\$ 61,044,498	\$ 109,693	\$ (204,580)	\$ 60,949,611
Business-type Activities				
Capital Assets Not Being Depreciated:				
Land	\$ 2,307,117	\$ -	\$ -	\$ 2,307,117
Construction in Progress	3,272,630	7,013,840	(9,571,670)	714,800
Total Capital Assets Not Being Depreciated	5,579,747	7,013,840	(9,571,670)	3,021,917
Capital Assets Being Depreciated:				
Buildings	1,040,680	-	-	1,040,680
Improvements Other Than Buildings	65,130,215	9,541,384	-	74,671,599
Equipment	4,697,148	442,966	(108,321)	5,031,793
Total Capital Assets Being Depreciated	70,868,043	9,984,350	(108,321)	80,744,072
Less Accumulated Depreciation:				
Buildings	(829,735)	(25,527)	-	(855,262)
Improvements Other Than Buildings	(33,181,927)	(1,865,222)	-	(35,047,149)
Equipment	(3,044,535)	(317,826)	94,133	(3,268,228)
Total Accumulated Depreciation	(37,056,197)	(2,208,575)	94,133	(39,170,639)
Total Capital Assets Being Depreciated, Net	33,811,846	7,775,775	(14,188)	41,573,433
Business-type Activities Capital Assets, Net	\$ 39,391,593	\$ 14,789,615	\$ (9,585,858)	\$ 44,595,350
 Depreciation Expense - Governmental Activities				
General Government and Administration				\$ 219,614
Public Safety				315,068
Physical Environment				68,522
Transportation				1,030,296
Culture and Recreation				405,091
Total Depreciation Expense Governmental Activities				<u>\$ 2,038,591</u>
 Depreciation Expense - Business Type Activities				
Water and Sewer System				<u>\$ 2,208,575</u>

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Plans

General Employees

The City has multiple pension plans for its employees. The general employees are currently participating in two plans. Employees hired on or before December 31, 1995, participate in the Florida Retirement System (FRS), a multiple-employer, cost-sharing public employee retirement system. Employees hired after December 31, 1995, participate in a defined contribution plan. The costs of administering the plans are paid for with investment earnings.

City of Eustis Section 401 Defined Contribution Plan

In 1995, the State of Florida allowed a one-time opt-out of the Florida Retirement System for all new employees. The City Commission enacted an ordinance and established a 401 Defined Contribution Plan. Mass Mutual is the plan administrator. Payments are made bi-weekly. The effective date of the plan was January 1, 1996.

▪ **Eligibility**

Full-time employees are enrolled immediately and part-time employees become participants of the plan after six months of service. There is no minimum age requirement.

▪ **Participants**

There were 141 participants in the plan for the fiscal year ended September 30, 2018.

▪ **Compensation**

Means total compensation paid during the plan year except bonuses. Total compensation for fiscal year ended September 30, 2018, was \$ 5,971,827.

▪ **Forfeitures**

Shall be applied to future employer contributions.

▪ **Employer Contributions**

Mandatory contribution of 6% of covered payroll is required of the employer. Total contributions for fiscal year ended September 30, 2018, were \$357,391.

▪ **Employee Contributions**

A mandatory contribution of 4% is required by the employee. The contributions are pre-taxed. Contributions for fiscal year ended September 30, 2018, were \$238,259.

▪ **Normal Retirement**

This is the date the participant attains age 62, and shall not exceed the date the participant attains the age of 65.

▪ **Early Retirement**

None.

▪ **Vesting Schedule**

Zero through 4 years 0%, 5 years 100% or 100% at age 62.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Plans (Continued)

City of Eustis Section 401 Defined Contribution Plan (Continued)

▪ **Distributions**

Participants may request immediate distribution upon termination. If not vested, participants receive only what they have contributed to the plan.

▪ **Miscellaneous**

Loans are allowed under the 401 plan; however, the amount is limited to the amount of the participants contributions and a minimum of \$1,000. Repayment is limited to a maximum of 5 years and is repaid bi-weekly via payroll deductions. Transfers from other qualified plans are allowed.

Florida Retirement System

▪ **General Information**

The City participates in the Florida Retirement System (FRS). As provided by Chapters 121 and 112, Florida Statutes, the FRS provides two cost sharing, multiple employer defined benefit plans administered by the Florida Department of Management Services, Division of Retirement, including the FRS Pension Plan ("Pension Plan") and the Retiree Health Insurance Subsidy ("HIS Plan"). Under Section 121.4501, Florida Statutes, the FRS also provides a defined contribution plan ("Investment Plan") alternative to the FRS Pension Plan, which is administered by the State Board of Administration ("SBA"). The FRS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits are established by Chapter 121, Florida Statutes, and Chapter 60S, Florida Administrative Code. Amendments to the law can be made only by an act of the Florida State Legislature.

The State of Florida annually issues a publicly available financial report that includes financial statements and required supplementary information for the FRS. The latest available report may be obtained by writing to the State of Florida Division of Retirement, Department of Management Services, P.O. Box 9000, Tallahassee, Florida 32315-9000, or from the Web site:

www.dms.myflorida.com/workforce_operations/retirement/publications.

▪ **Plan Description**

The Pension Plan is a cost-sharing multiple-employer defined benefit pension plan, with a Deferred Retirement Option Program ("DROP") for eligible employees.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Plans (Continued)

Florida Retirement System (Continued)

▪ **Benefits Provided**

Benefits under the Pension Plan are computed on the basis of age, average final compensation, and service credit. Pension Plan members enrolled before July 1, 2011, regular class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation based on the five highest years of salary, for each year of credited service.

Vested members with less than 30 years of service may retire before age 62 and receive reduced retirement benefits.

Special Risk Administrative Support class members who retire at or after age 55 with at least six years of credited service or 25 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 1.6% of their final average compensation based on the five highest years of salary, for each year of credited service. Special Risk class members (sworn law enforcement officers, firefighters, and correctional officers) who retire at or after age 55 with at least six years of credited service, or with 25 years of service regardless of age, are entitled to a retirement benefit payable monthly for life, equal to 3.0% of their final average compensation based on the five highest years of salary for each year of credited service.

Senior Management Service class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 2.0% of their final average compensation based on the five highest years of salary for each year of credited service.

Elected Officers' class members who retire at or after age 62 with at least six years of credited service or 30 years of service regardless of age are entitled to a retirement benefit payable monthly for life, equal to 3.0% (3.33% for judges and justices) of their final average compensation based on the five highest years of salary for each year of credited service.

For Plan members enrolled on or after July 1, 2011, the vesting requirement is extended to eight years of credited service for all these members and increasing normal retirement to age 65 or 33 years of service regardless of age for Regular, Senior Management Service, and Elected Officers' class members, and to age 60 or 30 years of service regardless of age for Special Risk and Special Risk Administrative Support class members. Also, the final average compensation for all these members will be based on the eight highest years of salary.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Plans (Continued)

Florida Retirement System (Continued)

As provided in Section 121.101, Florida Statutes, if the member initially enrolled in the Pension Plan before July 1, 2011, and all service credit accrued before July 1, 2011, the annual cost-of-living adjustment is three percent per year. If the member initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of three percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by three percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

In addition to the above benefits, the DROP program allows eligible members to defer receipt of monthly retirement benefit payments while continuing employment with a FRS employer for a period not to exceed 60 months after electing to participate. Deferred monthly benefits are held in the FRS Trust Fund and accrue interest. There are no required contributions by DROP participants.

■ **Contributions**

The FRS has nine (9) classes of membership. Only two (2) classes are applicable to the City's eligible employees. These two (2) classes, with descriptions and contribution rates in effect during the period ended September 30, 2018, are as follows:

	<u>Regular</u>	<u>Drop</u>
07/01/16 through 03/30/17	7.52%	12.99%
07/01/17 through 06/30/18	7.92%	13.26%
07/01/18 through Present	8.26%	14.30%

The City's contributions to FRS for the years ended September 30, 2018, 2017 and 2016 were, \$64,946, \$69,290, and \$62,534, respectively, and equal the required contributions for each year.

■ **Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At September 30, 2018, the City reported a liability of \$804,609 for its proportionate share of the Pension Plan's net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2017. The City's proportionate share of the net pension liability was based on the City's 2017-18 fiscal year contributions relative to the 2016-17 fiscal year contributions of all participating members. The City's proportionate share was .00197 percent and .00217 percent, at June 30, 2018 and June 30, 2017, respectively.

For the fiscal year ended September 30, 2018, the City recognized pension expense of \$23,744. In addition, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Continued)

Description	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 50,431	\$ (1,830)
Change of assumptions	194,515	-
Net difference between projected and actual earnings on Pension Plan investments	-	(45,994)
Changes in proportion and differences between City Pension Plan contributions and proportionate share of contributions	12,953	(129,793)
City Pension Plan contributions subsequent to the measurement date	<u>14,050</u>	<u>-</u>
Total	<u>\$ 271,949</u>	<u>\$ (177,617)</u>

The deferred outflows of resources related to the Pension Plan, totaling \$14,050 resulting from City contributions to the Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the Pension Plan will be recognized in pension expense as follows:

Fiscal Year Ended September 30:	<u>Amount</u>
2019	\$ 38,266
2020	9,863
2021	(16,525)
2022	27,026
2023	19,768
Thereafter	<u>1,884</u>
Totals	<u>\$ 80,282</u>

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Continued)

■ **Actuarial Assumptions**

The total pension liability in the June 30, 2018 actuarial valuation was determined using the following actuarial assumption, applied to all period included in the measurement:

Inflation	2.60 %
Salary increases	3.25%, average, including inflation
Investment rate of return	7.00%, net of pension plan investment expense, including inflation

Mortality rates were based on the Generational RP-2000 with Projection Scale BB tables.

The actuarial assumptions used in the July 1, 2018, valuation were based on the results of an actuarial experience study for the period July 1, 2008 through June 30, 2013.

The long-term expected rate of return on Pension Plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation (1)</u>	<u>Annual Arithmetic Return</u>
Cash	1.00%	2.90%
Fixed Income	18.00%	4.40%
Global Equity	54.00%	7.60%
Real Estate (Property)	11.00%	6.60%
Private Equity	10.00%	10.70%
Strategic Investments	6.00%	6.00%
Total	<u>100.00%</u>	

(1) As outlined in the Pension Plan's investment policy

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Continued)

▪ **Discount Rate**

The discount rate used to measure the total pension liability was 7.00%. The Pension Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculation the total pension liability is equal to the long-term expected rate of return.

▪ **Sensitivity to the City's Proportionate Share of the Net Position Liability to Changes in the Discount Rate**

The following represents the City's proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower, 6.00%, or one percentage point higher (8.00%) than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
City's proportionate share of the net pension liability	\$1,086,445	\$ 595,298	\$ 187,373

▪ **Pension Plan Fiduciary Net Position**

Detailed information regarding the Pension Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

▪ **Payables to the Pension Plan**

At September 30, 2018, the City reported a payable in the amount of \$5,469 for outstanding contributions to the Pension Plan required for the fiscal year ended September 30, 2018.

HIS Plan

▪ **Plan Description**

The HIS Plan is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Funds (Continued)

HIS Plan (Continued)

▪ **Benefits Provided**

For the fiscal year ended September 30, 2018, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement, with a minimum HIS payment of \$30 and a maximum HIS payment of \$150 per month. To be eligible to receive these benefits, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which may include Medicare.

▪ **Contributions**

The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended September 30, 2018, the HIS contribution for the period October 1, 2017 through June 30, 2018 and from July 1, 2018 through September 30, 2018 was .00198 and .00217 respectively. The City contributed 100% of its statutorily required contributions for the current and preceding three years. HIS Plan contributions are deposited in a separate trust fund from which payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or cancelled.

The City's contributions to the HIS Plan totaled \$10,725 for the fiscal year ended September 30, 2018.

▪ **Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At September 30, 2018, the City reported a liability of \$209,311 for its proportionate share of the HIS Plan's net pension liability. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2017. The City's proportionate share of the net pension liability was based on the City's 2017-18 fiscal year contributions relative to the 2016-17 fiscal year contributions of all participating members. At June 30, 2018, the City's proportionate share was .00198 percent.

For the fiscal year ended September 30, 2018, the City recognized pension benefit of \$16,833. In addition, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Continued)

Description	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 3,204	\$ (356)
Change of assumptions	23,278	(22,130)
Net difference between projected and actual earnings on Pension Plan investments	126	-
Changes in proportion and differences between City Pension Plan contributions and proportionate share of contributions	-	(87,866)
City Pension Plan contributions subsequent to the measurement date	<u>2,510</u>	<u>-</u>
Total	<u>\$ 29,118</u>	<u>\$ (110,352)</u>

The deferred outflows of resources related to the HIS Plan, totaling \$2,510 resulting from City contributions to the HIS Plan subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the fiscal year ended September 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the HIS Plan will be recognized in pension expense as follows:

Fiscal Year Ended September 30:	<u>Amount</u>
2019	\$ (21,893)
2020	(21,904)
2021	(16,486)
2022	(10,476)
2023	(8,083)
Thereafter	<u>(4,902)</u>
Totals	<u>\$ (83,744)</u>

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Continued)

■ **Actuarial Assumptions**

The total pension liability in the July 1, 2017, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 %
Salary increases	3.25%, average, including inflation
Municipal bond rate	3.87 %

Mortality rates were based on the Generational RP-2000 with Projection Scale BB tables.

The actuarial assumptions used in the July 1, 2017, valuation were based on the results of an actuarial experience study for the period July 1, 2008 through June 30, 2013.

■ **Discount Rate**

The discount rate used to measure the total pension liability was 3.87%. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the HIS Plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index.

■ **Sensitivity of the City's Proportionate Share of the Net Position Liability to Changes in the Discount Rate**

The following represents the City's proportionate share of the net pension liability calculated using the discount rate of 3.87%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (2.87%) or one percentage point higher (4.87%) than the current rate:

	1% Decrease (2.87%)	Discount Rate (3.87%)	1% Increase (4.87%)
City's proportionate share of the net pension liability	\$ 238,393	\$ 209,311	\$ 185,070

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Funds (Continued)

- **Pension Plan Fiduciary Net Position** - Detailed information regarding the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State-Administered Systems Comprehensive Annual Financial Report.

Police and Fire Defined Benefit Pension Plans

- **Plan Description and Provisions**

Plan Administration

The City of Eustis Municipal Police Officers' Pension and Retirement System is a single employer defined pension plan administered by a Board of Trustees. The Board consists of five Trustees, two of whom are appointed by the City Commission, two of whom are full-time Police Officers, elected by a majority of the members of the Plan, and fifth member elected by the other four and appointed by Commission. Certain provisions of Chapter 185, Florida Statutes, Chapter 112, Florida Statutes and the Internal Revenue Code govern the Plan.

The City of Eustis Municipal Firefighters' Pension and Retirement System is a single employer defined pension plan administered by a Board of Trustees. The Board consists of five Trustees, two of whom are appointed by the City Commission, two of whom are full-time Firefighters, elected by a majority of the members of the Plan, and fifth member elected by the other four and appointed by Commission. Certain provisions of Chapter 175, Florida Statutes, Chapter 112, Florida Statutes and the Internal Revenue Code govern the Plan.

These plans are maintained as pension trust funds and included as part of the City's reporting entity. City ordinance and state law requires contributions to be determined by actuarial studies. The City Commission has the authority to establish and amend the benefit provisions of the plans. Administrative costs are financed through contributions and investment earnings. Stand-alone financial reports are not issued.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Funds (Continued)

Police and Fire Defined Benefit Pension Plans (Continued)

	10/1/2018 Police <u>Officers</u>	10/1/2018 <u>Firefighters</u>
Plan Membership:		
Inactive Plan Members or Beneficiaries Currently		
Receiving Benefits	24	20
Inactive Plan Members Entitled to but Not Yet		
Receiving Benefits	10	15
Active Plan Members	40	22
Total	<u>74</u>	<u>57</u>

- **Benefits Provided – Police Officers and Firefighters’ Pension Plans**
Both Plans provide retirement, termination, disability and death benefits.
- **Normal Retirement**
For both plans, normal retirement can occur at age 55 and the completion of 10 years of credited service or age 52 and 25 years of credited service. The benefit payable at retirement is 3% of the average final compensation time credited service for the Police Officers’ Plan and 4% for the Firefighters’ Plan.
- **Early Retirement**
Both Plans allow early retirement at age 50 and 10 years of credited service. The benefit payable is the same as for Normal retirement, reduced 3% per year.
- **Termination of Employment (both Plans)**
With 10 years or more of credited service, normal retirement benefits are available at retirement age or a refund of contributions can be obtained. Termination with less than 10 years of service results in a refund of contributions made without interest.
- **Disability benefits**
The Plans provide for disability benefits accrued as of the date of disability. The benefit is 65% of the average final compensation (AFC) for service related disability and 25% of AFC for Non-service related disability.
- **Pre-retirement Death Benefits**
Pre-retirement benefits are available to beneficiaries of both police officers and firefighters on the date that normal retirement would have been reached for vested plan members. For non-vested police officers and firefighters, the beneficiary is entitled to a refund of member contributions.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Funds (Continued)

Police and Fire Defined Benefit Pension Plans (Continued)

▪ **Contributions**

Contributions for the Police Officers' and Firefighters' Pension Plans include a required contribution from employees of 4% of compensation (as defined). Employer contributions are actuarially determined as the remaining amount required in order to pay current costs and amortize unfunded past service cost, if any, as provided in Chapter 112, Florida Statutes.

▪ **Deferred Retirement Option Program (DROP)**

Eligibility requires satisfaction of normal retirement requirements.

▪ **Net Pension Liability of the City**

The measurement date for the Net Pension Liability for the City is September 30, 2018. The measurement period for pension expense and the reporting period is October 1, 2016 to September 30, 2018. The components of the net pension liability of the City at September 30, 2018 were as follows:

Police Officers' Plan

Total pension liability	\$ 26,483,885
Plan fiduciary net position	<u>(20,733,875)</u>
City's net pension liability	<u>\$ 5,750,010</u>
Plan fiduciary net position as a percentage of the total pension liability	78.29%

Firefighters' Plan

Total pension liability	\$ 12,211,012
Plan fiduciary net position	<u>(9,979,983)</u>
City's net pension liability	<u>\$ 2,231,029</u>
Plan fiduciary net position as a percentage of the total pension liability	81.73%

Costs of administering the police officers' and firefighters' pension plans are financed through investment earnings.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Continued)

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
	(a)	(b)	(a)-(b)
Balances at September 30, 2017	\$ 25,260,779	\$ 19,226,444	\$ 6,034,335
Changes for a Year:			
Service Cost	658,839	-	658,839
Interest	1,911,199	-	1,911,199
Differences between Expected and Actual Experience	(493,609)	-	(493,609)
Changes of assumptions	-	-	-
Changes of benefit terms	-	-	-
Contributions - Employer	-	996,150	(996,150)
Contributions - State	-	150,052	(150,052)
Contributions - Employee	-	84,401	(84,401)
Net Investment Income	-	1,452,882	(1,452,882)
Differences between Projected and Actual	-	(236,091)	236,091
Benefit Payments, including Refunds of Employee Contributions	(873,929)	(873,929)	-
Other (Change in Share Plan Reserve)	20,606	-	20,606
Administrative Expense	-	(66,034)	66,034
Net Changes	1,223,106	1,507,431	(284,325)
Balances at September 30, 2018	\$ 26,483,885	\$ 20,733,875	\$ 5,750,010

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
	(a)	(b)	(a)-(b)
Balances at September 30, 2017	\$ 11,433,203	\$ 9,008,000	\$ 2,425,203
Changes for a Year:			
Service Cost	260,034	-	260,034
Interest	903,263	-	903,263
Share plan allocation	7,697	-	7,697
Differences between Expected and Actual Experience	125,862	-	125,862
Changes of assumptions	-	-	-
Changes of benefit terms	-	-	-
Contributions - Employer	-	691,470	(691,470)
Contributions - State	-	109,424	(109,424)
Contributions - Employee	-	56,255	(56,255)
Net Investment Income	-	672,963	(672,963)
Benefit Payments, including Refunds of Employee Contributions	(519,047)	(519,047)	-
Administrative Expense	-	(39,082)	39,082
Net Changes	777,809	971,983	(194,174)
Balances at September 30, 2017	\$ 12,211,012	\$ 9,979,983	\$ 2,231,029

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Continued)

For the year ended September 30, 2018, the City will recognize pension expense of \$335,825 and (\$96,660) for Police and Firefighters, respectively. On September 30, 2018, the City reported Deferred Outflow of Resources and Deferred Inflow of Resources related to pensions from the following sources:

Police Officers

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between Expected and Actual Experience	\$ 291,076	390,774
Changes of assumptions	126,779	61,977
Net difference between Projected and Actual Earnings on Pension Plan Investments	140,079	-
Total	<u>\$ 557,934</u>	<u>\$ 452,751</u>

Amounts reported as Deferred Outflows of Resources and Deferred Inflows of Resources related to pensions will be recognized in Pension Expense as follows:

Fiscal year ended September 30:

2019	\$ 362,634
2020	(113,785)
2021	(108,616)
2022	(35,050)
2023	-
Thereafter	-
Total	<u>\$ 105,183</u>

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Funds (Continued)

Firefighters

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between Expected and Actual Experience	270,818	-
Changes of assumptions	129,034	-
Net difference between Projected and Actual Earnings on Pension Plan Investments	57,091	-
Total	<u>\$ 456,943</u>	<u>\$ -</u>

Amounts reported as Deferred Outflows of Resources and Deferred Inflows of Resources related to pensions will be recognized in Pension Expense as follows:

Fiscal year ended September 30:

2019	\$ 368,635
2020	73,574
2021	4,638
2022	10,096
2023	-
Thereafter	-
Total	<u>\$ 456,943</u>

Significant Actuarial Assumptions

The following is a summary of actuarial methods and significant actuarial assumptions used in the latest actuarial valuations:

	Police	Fire
Funding method	Entry age normal	Entry age normal
Amortization method	Level dollar, closed	Level percentage of pay, closed
Remaining amortization period	22 years	19 years (as of 10/1/2015)
Actuarial asset method	4-year average market value return	4-year average market value return
Inflation	3% per year	2.5% per year
Salary increases	7% per year	Service based
Investment rate of return	7.50% per year	7.90% per year
Payroll increases	7.00% per year	Up to 5.00% per year
Mortality	RP2000 Mortality Table for Annuitants	RP2000 Combined Healthy Table

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 5 - Pension Funds (Continued)

Investments Held

Investments are reported at Fair Market Value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Investments that do not have an established market are reported at estimated fair value.

Authorized investments are governed by Florida Statutes and each Plan's investment policy. All plan investments are held by an outside third party custodian who determines what instruments to purchase based on the plan's investment policy. Investments held and the return earned are reviewed quarterly by the pension board of the respective plan.

Both the Police Officer and Firefighters' Pension Plans did not hold investments in any one organization that represents 5% or more of the Plan's fiduciary net position.

For the year ended September 30, 2018 the annual money-weighted rate of return on Pension Plan investments, net of pension plan investment expense, was 7.50% and 6.26% for the Police Officers' and for Firefighters' plan, respectively. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Long Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in both the police officers' and firefighters' pension plan's target asset allocation as of September 30, 2018

	Target Allocation	Expected Rate of Return	Target Allocation	Expected Rate of Return
<u>Asset Class</u>	<u>Police</u>		<u>Fire</u>	
Domestic Equity	60.00%	7.50%	45.00%	7.50%
International Equity	10.00%	8.50%	15.00%	8.50%
Domestic Fixed Income	30.00%	2.50%	40.00%	2.50%

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.50% and 7.90 for the police officers' plan and the firefighters' plan, respectively. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that sponsor contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The following presents the sensitivity of the net pension liability of the City to a change in the discount rate:

	1% Decrease	Current Discount Rate	1% Increase
<u>Police Officers' Plan</u>	<u>6.50%</u>	<u>7.50%</u>	<u>8.50%</u>
Sponsor's Net Pension Liability	\$9,614,195	\$5,750,010	\$ 2,604,636
<u>Firefighters' Plan</u>	<u>6.90%</u>	<u>7.90%</u>	<u>8.90%</u>
Sponsor's Net Pension Liability	\$3,797,373	\$2,231,029	\$ 937,661

Summary of Defined Pension Plans

As of September 30, 2018	Net Pension Liability	Deferred Inflows	Deferred Outflows	Pension Expense
FRS and HIS				
Governmental	442,591	156,860	166,761	3,346
Business Type	362,018	131,109	134,306	3,565
FRS - Total	<u>804,609</u>	<u>287,969</u>	<u>301,067</u>	<u>6,911</u>
Police Pension Plan	5,750,010	890,731	995,914	335,825
Firefighters' Pension Plan	2,231,029	-	456,943	(96,660)
Total	<u>\$ 8,785,648</u>	<u>\$ 1,178,700</u>	<u>\$ 1,753,924</u>	<u>\$ 246,076</u>

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 5 - Pension Funds (Concluded)

SCHEDULE OF PENSION PLAN NET POSITION AS OF SEPTEMBER 30, 2018

	Police Officers	Firefighters	Total
Assets			
Cash and Cash Equivalents	\$ 885,935	\$ 328,071	\$ 1,214,006
Contributions Receivable	78,177	170,152	248,329
Interest Receivable	50,345	3,616	53,961
Fixed Income Securities at Fair Value	6,884,229	3,343,281	10,227,510
Equities and Mutual Funds at Fair Value	12,835,189	6,134,863	18,970,052
Total Assets	20,733,875	9,979,983	30,713,858
Liabilities			
Accounts Payable	-	-	-
Total Liabilities	-	-	-
Net Position Restricted for Employees' Pension Benefits and Other Purposes	\$ 20,733,875	\$ 9,979,983	\$ 30,713,858

SCHEDULE OF CHANGE IN PENSION PLAN NET POSITION AS OF SEPTEMBER 30, 2018

Contributions			
Plan Member Contributions	\$ 84,401	\$ 56,255	\$ 140,656
Insurance Premium Tax	150,052	109,424	259,476
City Contributions	996,150	691,470	1,687,620
Total Contributions	1,230,603	857,149	2,087,752
Income on Investments			
Net Appreciation in Fair Value of Investments	791,326	318,088	1,109,414
Interest Income	228,463	0	228,463
Dividend Income	321,348	393,242	714,590
Total Income on Investments	1,341,137	711,330	2,052,467
Additions (Reductions)			
Less: Investment Management Fees	(165,285)	(38,367)	(203,652)
Net Investment Income	1,175,852	672,963	1,848,815
Total Additions	2,406,455	1,530,112	3,936,567
Deductions			
Pension Payments	(873,929)	(519,047)	(1,392,976)
Administration	(25,095)	(39,082)	(64,177)
Total Deductions	(899,024)	(558,129)	(1,457,153)
Change in Net Assets	1,507,431	971,983	2,479,414
Net Position, Beginning of Year	19,226,444	9,008,000	28,234,444
Net Position, End of Year	\$ 20,733,875	\$ 9,979,983	\$ 30,713,858

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 6 - Other Postemployment Benefits

The Other Postemployment Benefit Plan (OPEB) is a single-employer benefit plan administered by the City. Pursuant to the provisions of Section 112.0801, Florida Statutes, former employees who retire from the City are eligible to participate in the City's health plan for medical and prescription drug coverage. Although retirees pay for healthcare at group rates, they are receiving a valuable benefit because they can buy insurance at costs that are lower than the costs associated with the experience rating for their age.

The City subsidizes the premium rates paid by retirees by allowing them to participate in the plan at blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the plan on average than those of active employees.

The City does not issue a stand alone financial report on the OPEB Plan. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

Employees Covered by Benefit Terms

To be eligible for participation in the OPEB Plan, the employee must:

- Retire under the Florida Retirement System, the City of Eustis Retirement Plan, Eustis Police Officers' Pension Plan or the Eustis Firefighters' Pension Plan, and
- Attain the minimum service requirements under the OPEB Plan, and
- Elect to continue medical coverage by paying the applicable monthly premium.

The following employees were covered by the benefit terms as of October 1, 2016, the latest actuarial valuation date:

Retirees and beneficiaries currently rec	32
Active employees	202
Total	234

Funding Policy

Contributions to the OPEB Plan are established and may be amended through action from the City Commissioners. OPEB Plan must reimburse the City for the City's average blended cost (the City provides the implicit subsidy). The monthly average blended costs of the various options for calendar year 2018 were \$486 for individual coverage, and \$618 for family coverage, and \$298 for the Medicare supplement plan.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 6- Other Postemployment Benefits (Continued)

Total OPEB Liability

The measurement date for the City's total/net OPEB liability is September 30, 2017. The measurement period for OPEB cost was October 1, 2016 to September 30, 2017. The components of the City's net OPEB liability at September 30, 2018, are as follows:

Total OPEB Liability	\$ 3,513,554
OPEB Plan Fiduciary net position	-
City's Net OPEB Liability	<u>\$ 3,513,554</u>
OPEB Plan Fiduciary net position as a percentage of total OPEB Liability	0.00%

Actuarial Assumptions

The total OPEB liability as of September 30, 2017 was based on a roll-forward of the actuarial valuation dated October 1, 2016 using the following actuarial assumptions:

Inflation	2.50% per annum
Discount Rate	3.63%
Healthcare cost trend rates	4.50% per annum (including inflation of 2.5%)

Mortality rates for police officers and firefighters were based on the RP-2014 Blue Collar Healthy Mortality Table (adjusted back to 2006) and projected generationally with Scale MP-2018. Mortality rates for other employees were based on the Combined Healthy Mortality Table (adjusted back to 2006) and projected generationally with Scale MP-2018.

An experience study was not done, as it was not considered necessary to support the actuarial results.

Discount Rate

The discount rate used to measure the total OPEB liability at September 30, 2018 was 3.63%. The discount rate used to measure the total OPEB liability at September 30, 2017 was 3.06%. Because the City's OPEB costs are essentially funded on a pay-as-you-go funding structure, a municipal bond rate was used to determine the total pension liability for the Program. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted for this purpose.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 6- Other Postemployment Benefits (Continued)

Changes in the Total OPEB Liability

	Fiscal Year 2018
Total OPEB Liability	
Service Cost	\$ 199,474
Interest	124,166
Difference between expected and actual experience	-
Change of assumptions and other inputs	(828,724)
Benefit payments	(78,140)
Other Changes	-
Net change in total OPEB liability	(583,224)
Total OPEB Liability, beginning	4,096,778
Total OPEB Liability, ending	<u>\$ 3,513,554</u>

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following table presents the total OPEB liability, calculated using the discount rate of 3.63%, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is one percentage-point lower (2.63%) or one percentage-point higher (4.63%) than the current discount rate:

	1% Decrease 2.63%	Current Discount Rate 3.63%	1% Increase 4.63%
Total OPEB liability	\$ 3,986,295	\$ 3,513,554	\$ 3,128,599

Sensitivity of the total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following table presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a healthcare cost trend rate that is one percentage-point lower (2.63%) or one percentage-point higher (4.63%) than the current discount rate:

	1% Decrease 6.35%	Current Trend Rate 7.35%	1% Increase 8.35%
Total OPEB liability	\$ 3,034,694	\$ 3,513,554	\$ 4,131,585

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 6- Other Postemployment Benefits (Continued)

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended September 30, 2018, the City recognized OPEB expense of \$264,907. At September 30, 2018, the City has deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between Expected and Actual Experience	\$ -	\$ -
Changes in Assumptions	-	769,991
	<u>\$ -</u>	<u>\$ 769,991</u>

Deferred inflows of resources shown above will be recognized in OPEB expense in the following years:

<u>Fiscal year ended September 30:</u>	<u>Inflows</u>	<u>Outflows</u>
2019	\$ 58,733	\$ -
2020	58,733	-
2021	58,733	-
2022	58,733	-
2023	58,733	-
Thereafter	476,326	-
Total	<u>\$ 769,991</u>	<u>\$ -</u>

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 7 - Deferred Compensation Plan

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all City employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

Plan amendments have been made so that the plan is in compliance with IRC Section 457, as amended by the 1996 changes to the tax code. The assets are held in various custodial accounts. All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are solely the property and rights of the various participants of the plan

Note 8 - Risk Management

Property, Casualty, Liability and Workers' Compensation

The City is exposed to a variety of claims and losses including property damage, liability and workers' compensation for which it participates in an insurance pool with other State of Florida cities. Premiums are determined based on each city's loss ratio for the previous year. The pool, although largely self-insured, purchases excess coverage from commercial carriers.

During the last five years the experience rate as it relates to the loss fund set up by the City's insurance provider is as follows:

<u>Year</u>	<u>Loss Fund</u>	<u>Experience</u>	<u>Percentage Use of Loss Fund</u>
2018	627,707	57,109	9.10%
2017	604,727	76,407	12.63%
2016	525,941	215,049	40.89%
2015	543,640	58,940	10.84%
2014	496,482	597,492	120.35%

The City property and auto coverage has a \$1,000 deductible. An additional 2% deductible is applied to any named windstorm. Property located within a flood zone must maintain separate coverage. Automatic coverage for increases in property values for the remainder of policy term, up to \$5,000,000 in total insurable values at no additional premium. General liability is set at \$1,800,000 per member with an aggregate of \$5,400,000. Workers' compensation group limits are set at \$350,000 with retention of \$650,000. In addition to all coverage, the city has elected to carry excess liability insurance in the amount of \$3,000,000. Terrorism is excluded for buildings valued in excess of \$50,000,000, which does not affect our city.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 8 - Risk Management (Continued)

Health Insurance

The City provides life and health insurance benefits to all eligible regular full-time employees. The program also provides limited coverage for dental and prescription drugs. Employees pay only for dependent coverage under the health benefit program. Premiums are deducted from the participating employee's biweekly pay.

The insurance plan provides life insurance coverage in the amount of \$20,000 for eligible employees and \$50,000 for division and department heads with an additional amount of coverage for accidental death and dismemberment.

The amount of coverage is reduced to \$10,000 for all employees at retirement. Coverage is further reduced to \$6,500 upon achieving age 65 and \$5,000 at age 70. Accidental death and dismemberment coverage terminates after age 70. The life insurance coverage is funded through the purchase of a group insurance policy by the City.

The City's health insurance plan is purchased through the pool as mentioned above. This change to a group insurance pool became effective October 1, 2003. Retirees and terminated employees are eligible to participate in the health insurance plan at their own expense. In order to control costs, the City has joined a Preferred Provider Organization (PPO).

Employees are encouraged to use participating providers, which are covered 80% under the plan or, they may choose their own provider. Coverage for expenses rendered by nonparticipating providers is limited to 40%, with the employee paying 60% co-pay.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 9 - Commitments

The City has outstanding commitments on various contracts for construction and other projects. These commitments as of September 30, 2018, in the respective funds are as follows:

	<u>Total Estimated Cost</u>	<u>Cost Incurred To Date</u>
Governmental Activities:		
Sales Tax Capital Projects Fund	\$ 499,943	\$ 381,544
Community Redevelopment Trust Fund	1,100,000	94,028
Stormwater Utility Fund	351,500	51,922
Parks and Rec Impact Fee Fund	309,977	176,144
Total Governmental Activities	<u>\$ 2,261,420</u>	<u>\$ 703,638</u>
Business Type Activities:		
Water and Sewer Utility System Fund	<u>\$ 13,317,580</u>	<u>\$ 10,256,343</u>
Total Business Type Activities	<u>\$ 13,317,580</u>	<u>\$ 10,256,343</u>

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 10 - Long-term Debt

Governmental Activities					
	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
Revenue Bonds and Note Payable:					
Multi-Purpose Revenue					
Bonds - 1997	\$ 360,000	\$ -	\$ (360,000)	\$ -	\$ -
Multi-Purpose Revenue					
Bonds - 2004	200,000	-	(200,000)	-	-
Note Payable - 2018	-	800,000	-	800,000	160,000
Note Payable - 2016	353,450	-	(85,752)	267,698	87,475
Subtotal	913,450	800,000	(645,752)	1,067,698	247,475
Other Liabilities:					
Net OPEB Obligation	1,036,485	1,716,365	(53,953)	2,698,897	-
Net Pension Liability	8,928,285	1,468,597	(1,973,252)	8,423,630	-
Compensated Absences	1,507,131	806,794	(581,487)	1,732,438	277,190
Total Other Liabilities	11,471,901	3,991,756	(2,608,692)	12,854,965	277,190
Total Governmental Activities	<u>\$ 12,385,351</u>	<u>\$ 4,791,756</u>	<u>\$ (3,254,444)</u>	<u>\$ 13,922,663</u>	<u>\$ 524,665</u>
Business Type Activities					
	Beginning Balance	Increases	Decreases	Ending Balance	Due Within One Year
Revenue Bonds and Note Payable					
Water & Sewer Revenue					
Bonds, Series 2016	\$ 7,430,000	\$ -	\$ (280,000)	\$ 7,150,000	\$ 285,000
State Revolving Loan	1,279,676	-	(352,592)	927,084	362,865
State Revolving Loan	4,120,409	-	(227,627)	3,892,782	233,612
Note Payable - 2017	1,805,500	-	(361,100)	1,444,400	361,100
Subtotal	14,635,585	-	(1,221,319)	13,414,266	1,242,577
Unamortized Bond Premium	479,456	-	(25,234)	454,222	25,234
Total Revenue Bonds and Notes	15,115,041	-	(1,246,553)	13,868,488	1,267,811
Other Liabilities					
Net OPEB Obligation	347,564	482,255	(15,162)	814,657	-
Net Pension Liability	389,878	116,109	(143,969)	362,018	-
Compensated Absences	374,377	201,583	(187,790)	388,170	\$ 62,107
Total Other Liabilities	721,941	683,838	(202,952)	1,564,845	62,107
Total Business Type Activities	<u>\$ 15,836,982</u>	<u>\$ 683,838</u>	<u>\$ (1,449,505)</u>	<u>\$ 15,433,333</u>	<u>\$ 1,329,918</u>

In governmental fund financial statements, the amount of compensated absences associated with employee terminations prior to year-end, if any, is recorded as expenditures and represents the amounts that would normally be liquidated with available spendable resources. In the government-wide financial statements, all governmental fund compensated absences are recorded and split between the current and noncurrent portions. The compensated absences payable and other postemployment benefits from the governmental funds are liquidated from the General, Street Improvement and Stormwater Funds.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 10 - Long-term Debt (Continued)

In proprietary funds, the amount of compensated absences associated with employee vacations and sick leave are recorded as expenses, which represent the amounts accrued during the year. The entire liability for compensated absences of these funds is reflected in the respective financial statements split between the current and noncurrent portions.

The following is a schedule of bonds and notes outstanding at September 30 2018:

Description of Bonds	Purpose of Issue	Issued	Outstanding	Rates
Government Activities:				
Revenue Bonds and Notes Payable				
Note Payable - 2018	Public Safety	800,000	800,000	2.29%
Note Payable - 2016	Public Safety	437,550	267,698	2.01%
Total Governmental Activities		<u>\$ 1,237,550</u>	<u>\$ 1,067,698</u>	
Business-Type Activities:				
Revenue Bonds, Series 2016	Utility Improv.	\$ 7,680,000	\$ 7,150,000	Variable
State Revolving Loan	Utility Improv.	5,852,495	927,084	1.24 to 2.65
State Revolving Loan	Nitrification	5,264,258	3,892,782	
Note Payable - 2017	Utility Improv.	1,805,500	1,444,400	1.79%
Total Business-Type Activities		<u>\$ 20,602,253</u>	<u>\$ 13,414,266</u>	

Debt Service to maturity on the City's bonded indebtedness and loan agreement are as follows:

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 10 - Long-term Debt (Continued)

Debt Service to maturity on the City's bonded indebtedness and loan agreement are as follows:

Governmental Activities		
Note Payble 2018		
Fiscal Year	Principal	Interest
2019	\$ 160,000	\$ 18,320
2020	160,000	14,696
2021	160,000	10,992
2022	160,000	7,328
2023	160,000	3,664
Total	<u>\$ 800,000</u>	<u>\$ 55,000</u>

Note Payble 2016		
Fiscal Year	Principal	Interest
2019	\$ 87,745	\$ 5,382
2020	89,234	3,623
2021	90,719	1,830
Total	<u>\$ 267,698</u>	<u>\$ 10,835</u>

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 10 - Long-term Debt (Continued)

Business-Type Activities		
State Revolving Loans		
Fiscal Year	Principal	Interest
2019	596,477	124,388
2020	613,193	107,672
2021	436,838	90,488
2022	252,527	81,258
2023	259,167	74,618
2024-2028	1,401,702	267,223
2029-2032	1,259,962	75,177
Total	<u>\$ 4,819,866</u>	<u>\$ 820,824</u>

Revenue Bonds, Series 2016		
Fiscal Year	Principal	Interest
2019	285,000	265,656
2020	295,000	257,106
2021	305,000	248,256
2022	315,000	236,056
2023	330,000	223,456
2024-2028	1,835,000	920,531
2029-2033	2,230,000	530,631
2034-2036	1,555,000	104,219
Total	<u>\$ 7,150,000</u>	<u>\$ 2,785,911</u>

Note Payable 2017		
Fiscal Year	Principal	Interest
2019	361,100	25,855
2020	361,100	19,391
2021	361,100	12,927
2022	361,100	6,465
Total	<u>\$ 1,444,400</u>	<u>\$ 64,638</u>

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 10 - Long-term Debt (Continued)

Governmental Activity Liabilities

A summary of all governmental long-term debt of the City as of September 30, 2018, follows:

▪ **Multi-purpose Revenue Bonds, Series 1997A & 2004A**

Bond Series 1997A and 2004A were secured by the franchise revenues from Duke Energy Corporation. Both Bond Series 1997A and Bond Series 2004A matured in December 2017 with principal and interest payments of \$361,121 and \$200,725, respectively.

▪ **Note Payable 2018**

The City contracted with United Southern Bank to provide financing in the amount of \$800,000 over a five year period. The purpose of the financing is to acquire a Pierce Fire Ladder Truck. The five-year financing agreement is at a fixed interest rate of 2.29% with the value of the equipment to be used as the collateral to support the loan. Principal and interest are paid annually, commencing April 2019.

▪ **Note Payable 2016**

The City awarded a contract to U.S. BankCorp Government Leasing and Finance, Inc. for the financing of a Pumper Fire Truck. The five-year financing agreement in the amount of \$437,550 is at a fixed interest rate of 2.01% with the value of the truck will be used as collateral to support the loan. Principal and interest are paid annually, commencing January 2017.

Business-type Activity Liabilities

The following is a summary of all long-term liabilities of the proprietary funds at September 30, 2018:

▪ **Florida Department of Environmental Protection State Revolving Loan Agreement**

The 2000 loan agreement of \$5,852,495 and 2012 loan agreement of \$5,264,258 are for the wastewater treatment plant and secured by gross revenues derived yearly from operation of the water and sewer system after payment of the operation and maintenance expense and the satisfaction of all senior obligations. Net available revenue of \$4,784,617 less debt payments of \$1,197,135, provided a debt coverage of 4.00.

The 2000 loan agreement's first payment was May 15, 2001, with the final payment due on November 15, 2020. Principal and interest are \$387,080, with semi-annual payments of \$193,540. The 2012 loan agreement's first payment was March 15, 2013, with the final payment due September 15, 2032. Principal and interest are \$333,785, with semi-annual payments of \$166,892.

**NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)**

Note 10 - Long-term Debt (Continued)

Business-type Activity Liabilities (Continued)

Provisions of the loan mandates that rates of the water and sewer system will be sufficient to provide a cover of 1.15 time the sum of the semiannual payments, the utility will not provide any free service, all connections are mandatory and consistent with applicable laws, the government shall not allow any competing services within the city limits and the government must use its best efforts to collect all rates, fees and other charges.

■ **Water and Sewer Revenue Bonds, Series 2016**

On November 3, 2016, the City issued \$7,680,000 in Water and Sewer Revenue Bonds to finance the costs of certain improvements to the City combined water and sewer systems. Principal and interest for fiscal year 2018, was \$554,056 which is equal to 11.58% of the current year pledged revenue. The remaining outstanding principal and interest will be \$9,935,912. The bond reflects a fixed interest rate of 3.21% with payments due annually.

■ **Note Payable 2017**

The City contracted with United Southern Bank to provide financing in the amount of \$1,805,500 over a five year period. The purpose of the financing is to acquire various water and sewer vehicles and equipment. The five-year financing agreement is at a fixed interest rate of 1.79% with the value of the equipment to be used as the collateral to support the loan. Principal and interest for the current year are \$395,720.

Note 11 - Interfund Transactions

Interfund transfers at September 30, 2018 consist of the following:

	Transfers In					Total
	General Fund	Street Improvement	Sales Tax	Community Redevelopment	Law Enforcement Education	
<u>Transfers Out</u>						
General Fund	\$ -	\$ 110,000	\$ 360,000	\$ 273,574	\$ 7,700	\$ 751,274
Street Improvement						-
Sales Tax						-
Comm. Redev.	-					-
Stormwater		260,000				260,000
Water & Sewer	1,512,587					1,512,587
Law Enforce. Ed.						-
Nonmajor Governmental	2,913					2,913
	<u>\$ 1,515,500</u>	<u>\$ 370,000</u>	<u>\$ 360,000</u>	<u>\$ 273,574</u>	<u>\$ 7,700</u>	<u>\$ 2,526,774</u>

Interfund transfers are normally recurring approved by City Commission during the budget process or by separate resolutions. Transfers from the water and sewer system fund to the general fund are in support of general government operations. Other transfers are for debt service requirements and for City grant matches.

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 12 - Other Information - FEMA

On September 10, 2017, Hurricane Irma hit Florida, affecting numerous counties within the State. According to the Lake County Property Appraiser's Office, Hurricane Irma caused \$35M in damages to Lake County. The City's estimate of the cost of Hurricane Irma's impact including preparation, debris removal, and safety precautions are in excess of \$500,000. The City recently reached an agreement with Federal Emergency Management Agency regarding Category A claims.

Note 13 - Change in Accounting Principle and Adjustment to Beginning Net Position

In the current year, the City early-implemented the provisions of GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pension*, requiring an adjustment to beginning net position. Where the City reported the "net OPEB obligation" on its statements of net position in prior years, the City now reports the "total OPEB liability (as calculated under the provisions of GASB No. 75) and related deferred inflows and outflows (if applicable).

Below is a summary of the adjustments to beginning net position:

	Entity- Wide Statements		
	Governmental Activities	Business-type Activities	Total
Net Position, September 30, 2017 as previously reported	\$ 62,633,834	\$ 47,823,434	\$ 110,457,268
Cumulative effect of application of GASB Statement No. 75	(2,056,708)	(577,881)	(2,634,589)
Net Position, September 30, 2017 as restated	<u>\$ 60,577,126</u>	<u>\$ 47,245,553</u>	<u>\$ 107,822,679</u>

	Enterprise Fund Level Statements
	Water and Sewer Utility
Net Position, September 30, 2017 as previously reported	\$ 47,823,434
Cumulative effect of application of GASB Statement No. 75	(577,881)
Net Position, September 30, 2017 as restated	<u>\$ 47,245,553</u>

NOTES TO FINANCIAL STATEMENTS
CITY OF EUSTIS, FLORIDA
(Continued)

Note 14 - Contingent Liabilities

Under the terms of federal and state grants and loans, periodic audits are required and certain costs are questionable, as not allowable as expenditures under the terms of the grants, which could lead to reimbursement to the grantor agencies. City management believes disallowances, if any, will not be material.

The City is involved in legal actions that, in the opinion of management, will not have a material effect on the financials statements of the City.

Required Supplementary Information Other Than MD&A

Major Governmental Funds

Under GASB 34 the focus of the fund financial statements is on major funds. These funds are defined based on a numerical formula and generally represent the government's most important funds. Major funds for the City of Eustis are as follows:

General Fund

The General Fund will always be the major fund for the City of Eustis. The fund carries out the general operations of the city and accounts for the essential functions of the city.

Street Improvement Fund

This fund is used to accumulate monies received from motor fuel gas tax sources. These funds are legally restricted to street maintenance programs and the money is expended solely on maintenance of the streets and right-of-ways within the city.

Community Redevelopment Fund

This fund is used to account for the incremental tax increase within the Downtown and East Town Redevelopment District. The funds are used for the exclusive benefit of revitalization of these areas.

Schedule of Contributions from Employer and Others

This information is presented for the Fire and Police Pension Funds and was prepared as part of the actuarial valuations as of the dates indicated.

Schedule of Changes in Total OPEB Liability

Actuarial valuation of the city's progress in funding its OPEB obligation based on actuarial valuations.

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2018

	Budgeted Amounts		Actual	Variance With
	Original	Final	Amounts	Final Budget
Revenues				
Property Taxes	\$ 6,619,400	\$ 6,619,400	\$ 6,599,902	\$ (19,498)
Franchise Fees	1,486,600	1,486,600	1,621,592	134,992
Utility Service Taxes	2,558,200	2,558,200	2,544,608	(13,592)
State Revenue Sharing	1,699,700	1,699,700	1,897,871	198,171
Other Intergovernmental Revenues	34,500	34,500	21,743	(12,757)
Permits and Fees	517,400	517,400	581,881	64,481
Fines and Forfeitures	48,600	48,600	129,970	81,370
Charges for Services	471,900	481,900	433,924	(47,976)
Miscellaneous:				
On-Behalf Payments	-	-	259,476	259,476
Interest	59,000	59,000	53,649	(5,351)
Other Sources	275,400	301,960	329,519	27,559
Total Revenues	13,770,700	13,807,260	14,474,135	666,875
Expenditures				
Current:				
General Government and Administration:				
Legislative	51,887	42,971	41,622	1,349
Executive	909,596	920,967	887,139	33,828
Finance and Administration	1,035,741	1,043,027	969,765	73,262
Legal	100,000	130,644	130,471	173
Development Services	379,214	379,214	342,132	37,082
General Services	1,797,039	1,869,703	1,671,761	197,942
Total General Government and Administration	4,273,477	4,386,526	4,042,890	343,636
Public Safety:				
Law Enforcement	5,409,702	5,322,905	5,003,263	319,642
Fire Control	2,996,376	2,996,376	2,983,621	12,755
On-Behalf Payments	-	-	259,476	(259,476)
Protective Inspections	383,189	368,189	219,169	149,020
Total Public Safety	8,789,267	8,687,470	8,465,529	221,941
Transportation	140,055	145,093	143,007	2,086
Culture and Recreation:				
Library	936,534	942,511	904,595	37,916
Recreation	903,452	908,282	842,369	65,913
Total Culture and Recreation	1,839,986	1,850,793	1,746,964	103,829
Nondepartmental	30,000	30,000	29,605	395
Capital Outlay	27,815	388,466	93,938	294,528
(Total Expenditures)	(15,100,600)	(15,488,348)	(14,521,933)	966,415
(Deficiency) Excess of Revenues Over Expenditures	(1,329,900)	(1,681,088)	(47,798)	1,633,290
Other Financing Sources (Uses)				
Operating Transfers from Other Funds	1,518,900	1,518,900	1,515,500	22
Operating Transfers to Other Funds	(756,900)	(756,900)	(751,274)	5,626
Total Other Financing Sources (Uses)	762,000	762,000	764,226	5,648
Net Change in Fund Balances	(567,900)	(919,088)	716,428	1,638,938
Fund Balance, Beginning of Year	7,422,007	7,422,007	7,422,007	-
Fund Balance, End of Year	\$ 6,854,107	\$ 6,502,919	\$ 8,138,435	\$ 1,638,938

The notes to the financial statements are an integral part of this statement.

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
STREET IMPROVEMENT FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2018

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
Revenues				
Intergovernmental Revenues:				
Local Option Gas Tax	\$ 464,200	\$ 464,200	\$ 408,301	\$ (55,899)
Eight-cent Gas Tax	144,400	144,400	179,480	35,080
Municipal Fuel Tax Refund	15,400	15,400	20,619	5,219
Grants	-	135,000	-	(135,000)
Additional One-cent	148,100	148,100	157,514	9,414
Total Intergovernmental Revenues	<u>772,100</u>	<u>907,100</u>	<u>765,914</u>	<u>(141,186)</u>
Miscellaneous Revenues:				
Interest	1,000	1,000	1,479	479
Restricted Contributions	2,400	2,400	3,434	1,034
Reimburse for Services	125,000	125,000	215,746	90,746
Other	45,000	45,000	51,352	6,352
Total Miscellaneous Revenues	<u>173,400</u>	<u>173,400</u>	<u>272,011</u>	<u>98,611</u>
Total Revenues	<u>945,500</u>	<u>1,080,500</u>	<u>1,037,925</u>	<u>(42,575)</u>
Expenditures				
Current:				
Transportation:				
Personnel	922,056	922,456	887,571	34,885
Operating	739,244	814,944	727,187	87,757
Capital Outlay	16,000	16,000	9,850	6,150
(Total Expenditures)	<u>(1,677,300)</u>	<u>(1,753,400)</u>	<u>(1,624,608)</u>	<u>128,792</u>
(Deficiency) Excess of Revenues				
Over Expenditures	<u>(731,800)</u>	<u>(672,900)</u>	<u>(586,683)</u>	<u>86,217</u>
Other Financing Sources (Uses)				
Operating Transfers from Other Funds	370,000	370,000	370,000	-
Total Other Financing Sources (Uses)	<u>370,000</u>	<u>370,000</u>	<u>370,000</u>	<u>-</u>
Net Change in Fund Balances	<u>(361,800)</u>	<u>(302,900)</u>	<u>(216,683)</u>	<u>86,217</u>
Fund Balance, Beginning of Year	<u>461,510</u>	<u>461,510</u>	<u>461,510</u>	<u>-</u>
Fund Balance, End of Year	<u>\$ 99,710</u>	<u>\$ 158,610</u>	<u>\$ 244,827</u>	<u>\$ 86,217</u>

The notes to the financial statements are an integral part of this statement.

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
COMMUNITY REDEVELOPMENT TRUST FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2018

	Budgeted Amounts			Variance With
	Original	Final	Actual	Final Budget
Revenues				
Intergovernmental:				
Incremental Tax Transfers	\$ 206,400	\$ 206,400	\$ 205,827	\$ (573)
Miscellaneous:				
Grants	-	750,000	53,517	(696,483)
Interest	2,000	2,000	9,604	7,604
Total Revenues	<u>208,400</u>	<u>958,400</u>	<u>268,948</u>	<u>(689,452)</u>
Expenditures				
Current:				
General Government	151,219	150,819	49,012	101,807
Capital Outlay	135,481	1,354,673	223,159	1,131,514
(Total Expenditures)	<u>(286,700)</u>	<u>(1,505,492)</u>	<u>(272,171)</u>	<u>1,233,321</u>
(Deficiency) Excess of Revenues				
Over Expenditures	<u>(78,300)</u>	<u>(547,092)</u>	<u>(3,223)</u>	<u>543,869</u>
Other Financing Sources (Uses)				
Operating Transfer to Other Funds	274,200	274,200	273,574	(626)
Total Other Financing Sources (Uses)	<u>274,200</u>	<u>274,200</u>	<u>273,574</u>	<u>(626)</u>
Excess of Revenues and Other Financing Sources				
Over Expenditures and Other Financing Uses	195,900	(272,892)	270,351	543,243
Fund Balance, Beginning of Year	<u>1,129,206</u>	<u>1,129,206</u>	<u>1,129,206</u>	<u>-</u>
Fund Balance, End of Year	<u>\$ 1,325,106</u>	<u>\$ 856,314</u>	<u>\$ 1,399,557</u>	<u>\$ 543,243</u>

The notes to the financial statements are an integral part of this statement.

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
STORMWATER UTILITY FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2018

	Budgeted Amounts			Variance With
	Original	Final	Actual	Final Budget
Revenues				
Charges for Services:				
Stormwater Utility Fees	\$ 805,200	\$ 805,200	\$ 821,113	\$ 15,913
Total	<u>805,200</u>	<u>805,200</u>	<u>821,113</u>	<u>15,913</u>
Miscellaneous:				
Interest	1,000	1,000	6,461	5,461
Other	-	-	1,000	1,000
Total Miscellaneous	<u>1,000</u>	<u>1,000</u>	<u>7,461</u>	<u>6,461</u>
Total Revenues	<u>806,200</u>	<u>806,200</u>	<u>828,574</u>	<u>22,374</u>
Expenditures				
Current:				
Physical Environment:				
Personnel	213,326	211,306	192,422	18,884
Operating	126,224	128,244	71,801	56,443
Capital Outlay	420,200	720,027	248,560	471,467
(Total Expenditures)	<u>(759,750)</u>	<u>(1,059,577)</u>	<u>(512,783)</u>	<u>546,794</u>
(Deficiency) Excess of Revenues				
Over Expenditures	<u>46,450</u>	<u>(253,377)</u>	<u>315,791</u>	<u>569,168</u>
Other Financing Sources (Uses)				
Operating Transfers to Other Funds	(260,000)	(260,000)	(260,000)	-
Total Other Financing Sources (Uses)	<u>(260,000)</u>	<u>(260,000)</u>	<u>(260,000)</u>	<u>-</u>
(Deficiency) of Revenues and Other Financing				
Sources (Under) Expenditures and				
Other Financing Uses	<u>(213,550)</u>	<u>(513,377)</u>	<u>55,791</u>	<u>569,168</u>
Fund Balance, Beginning of Year	<u>1,121,598</u>	<u>1,121,598</u>	<u>1,121,598</u>	<u>-</u>
Fund Balance, End of Year	<u>\$ 908,048</u>	<u>\$ 608,221</u>	<u>\$ 1,177,389</u>	<u>\$ 562,206</u>

The notes to the financial statements are an integral part of this statement.

CITY OF EUSTIS, FLORIDA
REQUIRED SUPPLEMENTAL INFORMATION
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
Last 10 Fiscal Years**

Police Officers					
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>9/30/2016</u>	<u>9/30/2015</u>	<u>9/30/2014</u>
Total pension liability					
Service Cost	\$ 658,839	\$ 638,591	\$ 600,310	\$ 516,884	\$ 520,211
Interest	1,911,199	1,771,204	1,673,595	1,510,598	1,407,248
Changes of benefit terms	-	9,127	-	-	-
Differences between Expected and Actual Experience	(493,609)	209,780	196,762	438,421	407,076
Changes of assumptions	-	20,577	(150,513)	573,884	-
Benefit Payments, including Refunds of Employee Contributions	(873,929)	(755,303)	(778,158)	(662,611)	(501,247)
Other (Change in Share Plan Reserve)	20,606	15,057	-	-	-
Net Change in Total Pension Liability	<u>\$ 1,223,106</u>	<u>\$ 1,909,033</u>	<u>\$ 1,541,996</u>	<u>\$ 2,377,176</u>	<u>\$ 1,833,288</u>
Total Pension Liability – Beginning	<u>25,260,779</u>	<u>23,351,746</u>	<u>21,809,750</u>	<u>19,432,574</u>	<u>18,006,362</u>
Total Pension Liability – Ending (a)	<u><u>\$ 26,483,885</u></u>	<u><u>\$ 25,260,779</u></u>	<u><u>\$ 23,351,746</u></u>	<u><u>\$ 21,809,750</u></u>	<u><u>\$ 19,839,650</u></u>
Plan Fiduciary Net Position					
Contributions – Employer	\$ 996,150	\$ 997,323	\$ 977,758	\$ 802,667	\$ 579,790
Contributions – State	150,052	138,955	127,094	117,867	112,409
Contributions – Employee	84,401	85,846	85,492	81,598	82,768
Net investment income	1,216,791	1,757,433	1,286,053	(178,588)	1,452,818
Benefit Payments, including Refunds of Employee Contributions	(873,929)	(755,303)	(778,158)	(662,611)	(501,247)
Administrative Expense	<u>(66,034)</u>	<u>(81,037)</u>	<u>(54,726)</u>	<u>(43,013)</u>	<u>(32,231)</u>
Net Change in Fiduciary Net Position	<u>\$ 1,507,431</u>	<u>\$ 2,143,217</u>	<u>\$ 1,643,513</u>	<u>\$ 117,920</u>	<u>\$ 1,694,307</u>
Plan Fiduciary Net Position – Beginning	<u>\$ 19,226,444</u>	<u>\$ 17,083,227</u>	<u>\$ 15,439,714</u>	<u>\$ 15,321,794</u>	<u>\$ 13,627,487</u>
Plan Fiduciary Net Position – Ending (b)	<u><u>\$ 20,733,875</u></u>	<u><u>\$ 19,226,444</u></u>	<u><u>\$ 17,083,227</u></u>	<u><u>\$ 15,439,714</u></u>	<u><u>\$ 15,321,794</u></u>
Net Pension Liability - Ending (a) - (b)	<u><u>\$ 5,750,010</u></u>	<u><u>\$ 6,034,335</u></u>	<u><u>\$ 6,268,519</u></u>	<u><u>\$ 6,370,036</u></u>	<u><u>\$ 4,517,856</u></u>
Plan Fiduciary Net Position as a percentage of the Total Pension Liability	78.29%	76.11%	73.16%	70.79%	77.23%
Covered Payroll*	\$ 2,110,025	\$ 2,146,150	\$ 2,137,300	\$ 2,160,350	\$ 2,285,272
Net Pension Liability as a percentage of Covered Payroll	272.51%	281.17%	293.29%	312.26%	197.69%

*For the 2014 Fiscal year, the Covered Payroll figure was based on Pensionable Salary.

** GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the City is presenting information for only those years for which information is available.

CITY OF EUSTIS, FLORIDA
REQUIRED SUPPLEMENTAL INFORMATION
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
Last 10 Fiscal Years*

Firefighters					
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>9/30/2016</u>	<u>9/30/2015</u>	<u>9/30/2014</u>
Total pension liability					
Service Cost	\$ 260,034	\$ 253,518	\$ 232,480	\$ 214,156	\$ 224,459
Interest	903,263	846,338	749,472	739,529	700,345
Change in Excess State Money	-	-	(11,144)	-	-
Share Plan Allocation	7,697	7,266	16,556	-	-
Differences between Expected and Actual Experience	125,862	99,332	507,014	(379,106)	-
Changes of assumptions	-	160,056	196,022	-	-
Benefit Payments, including Refunds of Employee Contributions	<u>(519,047)</u>	<u>(518,037)</u>	<u>(505,459)</u>	<u>(431,789)</u>	<u>(417,602)</u>
Net Change in Total Pension Liability	\$ 777,809	\$ 848,473	\$ 1,184,941	\$ 142,790	\$ 507,202
Total Pension Liability – Beginning	<u>10,584,730</u>	<u>10,584,730</u>	<u>9,399,789</u>	<u>9,256,999</u>	<u>8,749,797</u>
Total Pension Liability – Ending (a)	<u>\$ 11,362,539</u>	<u>\$ 11,433,203</u>	<u>\$ 10,584,730</u>	<u>\$ 9,399,789</u>	<u>\$ 9,256,999</u>
 Plan Fiduciary Net Position					
Contributions – Employer	\$ 691,470	\$ 662,590	\$ 573,724	\$ 470,563	\$ 319,298
Contributions – State	109,424	108,561	115,997	101,739	90,690
Contributions – Employee	56,255	53,436	52,516	48,705	46,422
Net investment income	672,963	827,904	558,655	(29,631)	578,075
Benefit Payments, including Refunds of Employee Contributions	(519,047)	(518,037)	(505,459)	(431,789)	(417,602)
Administrative Expense	<u>(39,082)</u>	<u>(28,513)</u>	<u>(27,441)</u>	<u>(33,661)</u>	<u>(13,700)</u>
Net Change in Fiduciary Net Position	\$ 971,983	\$ 1,105,941	\$ 767,992	\$ 125,926	\$ 603,183
Plan Fiduciary Net Position – Beginning	<u>\$ 9,008,000</u>	<u>\$ 7,902,059</u>	<u>\$ 7,134,067</u>	<u>\$ 7,008,141</u>	<u>\$ 6,404,958</u>
Plan Fiduciary Net Position – Ending (b)	<u>\$ 9,979,983</u>	<u>\$ 9,008,000</u>	<u>\$ 7,902,059</u>	<u>\$ 7,134,067</u>	<u>\$ 7,008,141</u>
 Net Pension Liability - Ending (a) - (b)	<u>\$ 2,231,029</u>	<u>\$ 2,425,203</u>	<u>\$ 2,682,671</u>	<u>\$ 2,265,722</u>	<u>\$ 2,248,858</u>
 Plan Fiduciary Net Position as a percentage of the Total Pension Liability	81.73%	78.79%	74.66%	75.34%	75.71%
 Covered Payroll*	\$ 1,406,377	\$ 1,335,896	\$ 1,312,898	\$ 1,340,415	\$ 1,160,547
Net Pension Liability as a percentage of Covered Payroll	158.64%	181.54%	204.33%	169.03%	193.78%

*For the 2014 Fiscal year, the Covered Payroll figure was based on Pensionable Salary.

** GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the City is presenting information for only those years for which information is available.

CITY OF EUSTIS, FLORIDA
REQUIRED SUPPLEMENTAL INFORMATION
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
FLORIDA RETIREMENT SYSTEM (FRS)
Last 10 Fiscal Years*

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
City's proportion of the net pension liability (asset)	0.001976400%	0.002116882%	0.002067661%	0.002630738%	0.003798678%
City's proportionate share of the net pension liability (asset)	\$ 595,298	\$ 626,159	\$ 522,086	\$ 339,795	\$ 231,775
City's covered payroll	\$ 652,859	\$ 692,994	\$ 730,772	\$ 828,356	\$ 1,034,136
City's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	91.18%	90.36%	71.44%	41.02%	22.41%
Plan fiduciary net position as a percentage of the total pension liability (Note 2)	84.26%	83.89%	84.88%	92.00%	96.09%

* The amounts presented for each fiscal year were determined as of 6/30.

*GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the City is presenting information for only those years for which information is available.

** The Plan's fiduciary net position as a percentage of the total pension liability is published in Note 4 of the Plan's Comprehensive Annual Financial Report.

CITY OF EUSTIS, FLORIDA
REQUIRED SUPPLEMENTAL INFORMATION
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
HEALTH INSURANCE SUBSIDY (HIS)
Last 10 Fiscal Years*

	2018	2017	2016	2015	2014
City's proportion of the net pension liability (asset)	0.001977600%	0.002174116%	0.002282323%	0.002679658%	0.003278805%
City's proportionate share of the net pension liability (asset)	\$ 209,311	\$ 232,466	\$ 265,995	\$ 273,283	\$ 306,576
City's covered payroll	\$ 652,859	\$ 692,994	\$ 730,772	\$ 828,356	\$ 1,034,136
City's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	32.06%	33.55%	36.40%	32.99%	29.65%
Plan fiduciary net position as a percentage of the total pension liability (Note 2)	2.15%	1.64%	0.97%	0.50%	0.99%

* The amounts presented for each fiscal year were determined as of 6/30.

* GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the City is presenting information for only those years for which information is available.

** The Plan's fiduciary net position as a percentage of the total pension liability is published in Note 4 of the Plan's Comprehensive Annual Financial Report.

CITY OF EUSTIS, FLORIDA
REQUIRED SUPPLEMENTAL INFORMATION
SCHEDULE OF CONTRIBUTIONS
Last 10 Fiscal Years **

	Police Officers				
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>9/30/2016</u>	<u>9/30/2015</u>	<u>9/30/2014</u>
Actuarially Determined Contribution	1,111,772	1,109,345	1,078,482	914,102	681,594
Contributions in relation to the					
Actuarially Determined Contributions	<u>1,125,596</u>	<u>1,121,221</u>	<u>1,104,852</u>	<u>920,534</u>	<u>692,199</u>
Contribution Deficiency (Excess)	<u>\$ (13,824)</u>	<u>\$ (11,876)</u>	<u>\$ (26,370)</u>	<u>\$ (6,432)</u>	<u>\$ (10,605)</u>
Covered Payroll	\$2,110,025	\$2,146,150	\$ 2,137,300	\$2,160,350	\$ 2,285,272
Contributions as a percentage of					
Covered Payroll	53.35%	52.24%	51.69%	42.61%	30.29%
	Firefighters				
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>9/30/2016</u>	<u>9/30/2015</u>	<u>9/30/2014</u>
Actuarially Determined Contribution	793,197	730,735	636,756	540,620	417,796
Contributions in relation to the					
Actuarially Determined Contributions	<u>793,197</u>	<u>763,885</u>	<u>678,737</u>	<u>572,303</u>	<u>417,796</u>
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ (33,150)</u>	<u>\$ (41,981)</u>	<u>\$ (31,683)</u>	<u>\$ -</u>
Covered Payroll	\$1,406,377	\$1,335,896	\$ 1,312,898	\$1,340,415	\$ 1,160,547
Contributions as a percentage of	56.40%	57.18%	51.70%	42.70%	36.00%
Covered Payroll					

**For the 2014 Fiscal year, the Covered Employee Payroll figure was based on Pensionable Salary.*

***Note 1: GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the City is presenting information for only those years for which information is available.*

CITY OF EUSTIS, FLORIDA
REQUIRED SUPPLEMENTAL INFORMATION
SCHEDULE OF CONTRIBUTIONS
Last 10 Fiscal Years **

			Florida Retirement System (FRS)		
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>9/30/2016</u>	<u>9/30/2015</u>	<u>9/30/2014</u>
Actuarially Determined Contribution	54,291	57,570	50,484	62,130	83,278
Contributions in relation to the					
Actuarially Determined Contributions	(54,291)	(57,570)	(50,484)	(62,130)	(83,278)
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered Payroll	\$ 626,783	\$ 696,943	\$ 729,732	\$ 833,613	\$ 955,278
Contributions as a percentage of					
Covered Payroll	8.66%	8.26%	6.92%	7.45%	8.72%
			Health Insurance Subsidy (HIS)		
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>9/30/2016</u>	<u>9/30/2015</u>	<u>9/30/2014</u>
Actuarially Determined Contribution	10,144	11,572	11,748	10,764	11,186
Contributions in relation to the					
Actuarially Determined Contributions	(10,144)	(11,572)	(11,748)	(10,764)	(11,186)
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered Payroll	\$ 626,783	\$ 696,943	\$ 729,732	\$ 833,613	\$ 955,278
Contributions as a percentage of					
Covered Payroll	1.62%	1.66%	1.61%	1.29%	1.17%

* Note 1: GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the City is presenting information for only those years for which information is available.

CITY OF EUSTIS, FLORIDA
REQUIRED SUPPLEMENTAL INFORMATION
SCHEDULE OF INVESTMENT RETURNS
Last 10 Fiscal Years **

	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>Florida Retirement System (FRS)</u>		<u>9/30/2014</u>	<u>9/30/2013</u>
			<u>9/30/2016</u>	<u>9/30/2015</u>		
Annual Money-Weighted Rate of Return	9.28%	13.59%	0.57%	3.77%	17.57%	9.94%
Net of Investment Expenses						
			<u>Police Officers' Pension Plan</u>		<u>9/30/2014</u>	<u>9/30/2013</u>
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>9/30/2016</u>	<u>9/30/2015</u>		
Annual Money-Weighted Rate of Return	6.28%	10.17%	8.20%	-1.20%	10.60%	15.30%
Net of Investment Expenses						
			<u>Firefighters' Pension Plan</u>		<u>9/30/2014</u>	<u>9/30/2013</u>
	<u>9/30/2018</u>	<u>9/30/2017</u>	<u>9/30/2016</u>	<u>9/30/2015</u>		
Annual Money-Weighted Rate of Return	7.47%	10.48%	7.83%	-0.42%	9.07%	14.38%
Net of Investment Expenses						

** Note 1: GASB 68 requires information for 10 years. However, until a full 10-year trend is compiled, the City is presenting information for only those years for which information is available.*

City of Eustis
Schedule of Changes in Total OPEB Liability and Related Ratios
Last 10 Measurement Years*

	<u>2018</u>
Total OPEB Liability	
Service cost	\$ 199,474
Interest	124,166
Change of assumptions and other inputs	(828,724)
Benefit payments	<u>(78,140)</u>
Net change in total OPEB liability	(583,224)
Total OPEB liability - beginning	<u>4,096,778</u>
Total OPEB liability - ending	<u><u>\$ 3,513,554</u></u>
 Covered payroll	 \$ 10,296,568
 Total OPEB liability as a percentage of covered payroll	 34.12%

Fiscal year 2018 presents information on the Plan's measurement year ended September 30, 2017.

Notes to the Schedule:

Note 1: GASB 75 requires information for 10 years. However, until a full 10-year trend is compiled, the District is presenting information for only those years for which information is available.

Note 2: No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB 75.

Other Supplemental Information Nonmajor Governmental Funds

Special Revenue Funds

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

Law Enforcement Trust Fund - This fund is used to account for funds received as a result of drug forfeitures, which are restricted to drug enforcement training, programs for police officers.

Law Enforcement Education Fund - This fund is used to account for fines whose use is restricted to police education training programs.

Community Development Fund - This fund is used to account for ongoing activities related to rehabilitation projects financed by previous Community Development Block Grants.

Community Development Block Grant Fund - This fund is used to account for funds received under the Small Cities Community Development Block Grant Program funded by the Department of Housing and Urban Development.

Library Contribution Fund – This fund is used to account for funds which are either raised or donated to the Eustis Memorial Library.

Impact Fee Fund - This fund is used to accumulate revenues derived from newly constructed facilities. The fees will be used to help defray the costs of capital expenditures necessitated by growth. Specific impact fees are collected for Law Enforcement, Fire Prevention, Parks & Recreation, and Library.

Stormwater Utility Fund - This fund is used to accumulate revenues which will fund the programs necessary to address problems associated with Stormwater runoff.

Cemetery Trust Fund – This fund is used to accumulate revenues for the perpetual care of the Greenwood Cemetery. Twenty percent of the funds from the sale go to this fund. Interest earned is used for operations and the principal may be used for capital purchases.

Other Supplemental Information Nonmajor Governmental Funds

Capital Projects Funds

Capital projects funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

Sales Tax Capital Projects Fund

This fund is used to account for the city's share of the voted one-cent infrastructure sales tax, which is restricted to capital projects.

CITY OF EUSTIS, FLORIDA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL SPECIAL REVENUE FUNDS
SEPTEMBER 30, 2018

	Law Enforcement Trust Fund	Law Enforcement Education Fund	Economic Development Fund	Library Contribution Fund
Assets				
Cash and Cash Equivalents	\$ 18,008	\$ 56,460	\$ 193,159	\$ 102,035
Receivables, Net:				
Accounts	-	2,409	3,691	-
Interest	14	44	151	79
Total Assets	<u>18,022</u>	<u>58,913</u>	<u>197,001</u>	<u>102,114</u>
Liabilities and Fund Balances				
Liabilities				
Accounts Payable and				
Accrued Liabilities	-	1,495	2,475	3,664
Total Liabilities	<u>-</u>	<u>1,495</u>	<u>2,475</u>	<u>3,664</u>
Fund Balances				
Nonspendable:				
Library Trust Donations	-	-	-	40,523
Restricted for:				
Public Safety Impact Fees	-	-	-	-
Culture and Recreation Impact Fees	-	-	-	-
Ordinance - Community Development	-	-	194,526	-
Specific Contributions	-	-	-	30,093
Police Fines and Forfeitures	18,022	57,418	-	-
Cemetery - Chapter 22 of Code	-	-	-	-
Committed to:				
Library	-	-	-	27,834
Unassigned:				
Total Fund Balance	<u>18,022</u>	<u>57,418</u>	<u>194,526</u>	<u>98,450</u>
Total Liabilities and Fund Balances	<u>\$ 18,022</u>	<u>\$ 58,913</u>	<u>\$ 197,001</u>	<u>\$ 102,114</u>

Impact Fee Fund	Greenwood Cemetery Fund	Total
\$ 689,181	\$ 260,834	\$ 1,319,677
-	-	6,100
422	202	912
<u>689,603</u>	<u>261,036</u>	<u>1,326,689</u>
131,459	-	139,093
<u>131,459</u>	<u>-</u>	<u>139,093</u>
-	-	40,523
302,982	-	302,982
255,162	-	255,162
-	-	194,526
-	-	30,093
-	-	75,440
-	261,036	261,036
-	-	27,834
<u>558,144</u>	<u>261,036</u>	<u>1,187,596</u>
<u>\$ 689,603</u>	<u>\$ 261,036</u>	<u>\$ 1,326,689</u>

FOR THE YEAR ENDED SEPTEMBER 30, 2018
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL SPECIAL REVENUE FUNDS
CITY OF EUSTIS, FLORIDA

	Law Enforcement Trust Fund	Law Enforcement Education Fund	Economic Development Fund	Library Contribution Fund
Revenues				
Fines and Forfeitures	\$ -	\$ 32,432	\$ -	\$ 10,294
Miscellaneous	116	270	58,613	9,428
Total Revenues	<u>116</u>	<u>32,702</u>	<u>58,613</u>	<u>19,722</u>
Expenditures				
Current:				
General Government and Administration	-	-	45,410	-
Public Safety	1,214	7,493	-	-
Culture and Recreation	-	-	-	23,223
Capital Outlay	-	-	-	-
(Total Expenditures)	<u>(1,214)</u>	<u>(7,493)</u>	<u>(45,410)</u>	<u>(23,223)</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(1,098)</u>	<u>25,209</u>	<u>13,203</u>	<u>(3,501)</u>
Other Financing Sources (Uses)				
Operating Transfers from Other Funds	-	7,700	-	-
Operating Transfers to Other Funds	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>7,700</u>	<u>-</u>	<u>-</u>
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	<u>(1,098)</u>	<u>32,909</u>	<u>13,203</u>	<u>(3,501)</u>
Fund Balances, Beginning of Year	<u>19,120</u>	<u>24,509</u>	<u>181,323</u>	<u>101,951</u>
Fund Balances, End of Year	<u>\$ 18,022</u>	<u>\$ 57,418</u>	<u>\$ 194,526</u>	<u>\$ 98,450</u>

Impact Fee Fund	Greenwood Cemetery Fund	Total
\$ -	\$ -	\$ 42,726
51,609	7,481	127,517
51,609	7,481	170,243
-	750	46,160
1,100	-	9,807
23,635	-	46,858
182,758	-	182,758
(207,493)	(750)	(285,583)
(155,884)	6,731	(115,340)
-	-	7,700
(1,417)	(1,496)	(2,913)
(1,417)	(1,496)	4,787
(157,301)	5,235	(110,553)
715,445	255,801	1,298,149
\$ 558,144	\$ 261,036	\$ 1,187,596

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED SEPTEMBER 30, 2018
LAW ENFORCEMENT TRUST FUND

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
Revenues			
Fines and Forfeitures	\$ -	\$ 4,000	\$ (4,000)
Miscellaneous:			
Interest	116	-	116
Total Revenues	<u>116</u>	<u>4,000</u>	<u>(3,884)</u>
Expenditures			
Current:			
Public Safety:			
Administration	1,214	4,500	3,286
Capital Outlay	-	-	-
(Total Expenditures)	<u>(1,214)</u>	<u>(4,500)</u>	<u>3,286</u>
(Deficiency) Excess of Revenues Over Expenditures	<u>(1,098)</u>	<u>(500)</u>	<u>(598)</u>
Net Change in Fund Balance	(1,098)	(500)	(598)
Fund Balances, Beginning of Year	<u>19,120</u>	<u>19,120</u>	<u>-</u>
Fund Balances, End of Year	<u>\$ 18,022</u>	<u>\$ 18,620</u>	<u>\$ (598)</u>

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED SEPTEMBER 30, 2018
LAW ENFORCEMENT EDUCATION FUND

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
Revenues			
Fines and Forfeitures	\$ 32,432	\$ 4,000	\$ 28,432
Total Fines and Forfeitures	<u>32,432</u>	<u>4,000</u>	<u>28,432</u>
Miscellaneous:			
Interest	270	-	270
Total Miscellaneous	<u>270</u>	<u>-</u>	<u>270</u>
Total Revenues	<u>32,702</u>	<u>4,000</u>	<u>28,702</u>
Expenditures			
Current:			
Public Safety:			
Administration	300	300	-
Police Training	7,193	9,000	1,807
Capital Outlay	-	-	-
(Total Expenditures)	<u>(7,493)</u>	<u>(9,300)</u>	<u>1,807</u>
(Deficiency) Excess of Revenues (Under) Expenditures	<u>25,209</u>	<u>(5,300)</u>	<u>30,509</u>
Other Financing Sources (Uses)			
Operating Transfers from Other Funds	<u>7,700</u>	<u>7,700</u>	<u>-</u>
Net Change in Fund Balance	32,909	2,400	30,509
Fund Balance, Beginning of Year	<u>24,509</u>	<u>24,509</u>	<u>-</u>
Fund Balance, End of year	<u>\$ 57,418</u>	<u>\$ 26,909</u>	<u>\$ 30,509</u>

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED SEPTEMBER 30, 2018
ECONOMIC DEVELOPMENT FUND

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
Revenues			
Miscellaneous:			
Program Income	\$ 57,436	\$ 52,400	\$ 5,036
Interest	1,177	200	977
Total Revenues	<u>58,613</u>	<u>52,600</u>	<u>6,013</u>
Expenditures			
Current:			
General Government:			
Administration	45,410	80,950	35,540
Capital Outlay	-	9,500	9,500
(Total Expenditures)	<u>(45,410)</u>	<u>(90,450)</u>	<u>45,040</u>
(Deficiency) Excess of Revenues Over Expenditures	<u>13,203</u>	<u>(37,850)</u>	<u>51,053</u>
Net Change in Fund Balance	13,203	(37,850)	51,053
Fund Balance, Beginning of Year	<u>181,323</u>	<u>181,323</u>	<u>-</u>
Fund Balance, End of Year	<u>\$ 194,526</u>	<u>\$ 143,473</u>	<u>\$ 51,053</u>

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED SEPTEMBER 30, 2018
LIBRARY CONTRIBUTION FUND

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
Revenues			
Fines and Forfeitures:			
Library Fines	\$ 10,294	\$ 8,000	\$ 2,294
Miscellaneous:			
Interest	637	200	437
Book Sales	2,453	2,500	(47)
Donations	1,955	1,000	955
Other	4,383	3,000	1,383
Total Miscellaneous Revenues	9,428	6,700	2,728
Total Revenues	19,722	14,700	5,022
Expenditures			
Current:			
Culture and Recreation:			
Administration	23,223	29,700	6,477
(Total Expenditures)	(23,223)	(29,700)	6,477
(Deficiency) Excess of Revenues Over Expenditures	(3,501)	(15,000)	11,499
Fund Balance, Beginning of Year	101,951	101,951	-
Fund Balance, End of Year	\$ 98,450	\$ 86,951	\$ 11,499

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED SEPTEMBER 30, 2018
IMPACT FEE FUND

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
Revenues			
Miscellaneous:			
Permits and Fees	\$ 47,243	\$ 117,700	\$ 70,457
Interest	4,366	600	(3,766)
Total Revenues	<u>51,609</u>	<u>118,300</u>	<u>66,691</u>
Expenditures			
Current:			
Administration			-
Culture and Recreation	23,635	26,100	2,465
Public Safety	1,100	1,100	-
Capital Outlay	182,758	332,469	149,711
(Total Expenditures)	<u>(207,493)</u>	<u>(359,669)</u>	<u>(152,176)</u>
(Deficiency) Excess of Revenues Over Expenditures	(155,884)	(241,369)	(85,485)
Other Financing Sources (Uses)			
Operating Transfers to Other Funds	(1,417)	(3,500)	
Fund Balance, Beginning of Year	<u>715,445</u>	<u>715,445</u>	<u>-</u>
Fund Balance, End of Year	<u><u>\$ 558,144</u></u>	<u><u>\$ 470,576</u></u>	<u><u>\$ (85,485)</u></u>

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED SEPTEMBER 30, 2018
GREENWOOD CEMETERY FUND

	<u>Actual</u>	<u>Final Budget</u>	<u>Variance With Final Budget</u>
Revenues			
Miscellaneous:			
Interest	\$ 1,604	\$ 200	\$ 1,404
Lot Sales	4,263	5,000	(737)
Donations	1,614	1,400	214
Total Revenues	<u>7,481</u>	<u>6,600</u>	<u>881</u>
Expenditures			
Current:			
General Government:			
Administration	750	750	-
(Total Expenditures)	<u>(750)</u>	<u>(750)</u>	<u>-</u>
(Deficiency) Excess of Revenues Over Expenditures	<u>6,731</u>	<u>5,850</u>	<u>881</u>
Other Financing Sources (Uses)			
Operating Transfers to Other Funds	(1,496)	(200)	(1,296)
Total Other Financing (Uses)	<u>(1,496)</u>	<u>(200)</u>	<u>(1,296)</u>
(Deficiency) of Revenues and Other Financing Sources (Under) Expenditures and Other Financing Uses	5,235	5,650	(415)
Fund Balance, Beginning of Year	<u>255,801</u>	<u>255,801</u>	<u>-</u>
Fund Balance, End of Year	<u>\$ 261,036</u>	<u>\$ 261,451</u>	<u>\$ (415)</u>

CITY OF EUSTIS, FLORIDA
SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL
SALES TAX CAPITAL PROJECTS FUND
FOR THE YEAR ENDED SEPTEMBER 30, 2018

	Actual Amounts	Final Budget	Variance With Final Budget
Revenues			
Intergovernmental Revenues:			
Discretionary Additional Sales Tax	\$ 1,971,795	\$ 1,866,600	\$ 105,195
Local Grant	61,827	150,000	(88,173)
Total Intergovernmental Revenues	2,033,622	2,016,600	17,022
Miscellaneous Revenues:			
Interest	7,654	500	7,154
Total Miscellaneous Revenues	7,654	500	7,154
Total Revenues	2,041,276	2,017,100	24,176
Expenditures			
Current:			
General Government:			
Capital Outlay	196,740	373,161	176,421
Debt Service:			
Principal Payments	645,752	645,795	43
Interest and Fees	8,951	21,105	12,154
Total General Government	851,443	1,040,061	188,618
Public Safety:			
Capital Outlay	1,105,410	1,332,800	227,390
Total Public Safety	1,105,410	1,332,800	227,390
Transportation:			
Capital Outlay	482,047	1,084,934	602,887
Total Transportation	482,047	1,084,934	602,887
Culture and Recreation:			
Capital Outlay	312,641	577,681	265,040
Total Culture and Recreation	312,641	577,681	265,040
(Total Expenditures)	2,751,541	4,035,476	1,283,935
(Deficiency) Excess of Revenues Over Expenditures	(710,265)	(2,018,376)	1,308,111
Other Financing Sources (Uses)			
Operating Transfers from Other Funds	360,000	360,000	-
Debt Proceeds	800,000	800,000	-
Total Other Financing Sources (Uses)	1,160,000	1,160,000	-
Net Change in Fund Balances	449,735	(858,376)	1,308,111
Fund Balances, Beginning of Year	1,230,939	1,230,939	-
Fund Balances, End of Year	\$ 1,680,674	\$ 372,563	\$ 1,308,111

STATISTICAL SECTION

This part of the City of Eustis Comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statement, note disclosures, and required supplementary information says about the government's overall financial health.

Statistical tables differ from financial statements because they cover more than two fiscal years and may present non-accounting data. These tables reflect social and economic data, financial trends, and the fiscal capacity of the City.

Information contained within this section includes:

- **Financial Trend Data – Schedule 1, 2, 3, 4, 4-1**
Provides information on a government-wide basis Schedules 1 and 2 are on GASB 34 accrual basis. Data is a 7 year trend. Schedules 3, 4, and 4-1 provided on a modified accrual basis. Data is a 10 year trend.
- **Revenue Capacity Data – Schedule 5, 6, 7 and 8**
Depicts the primary governments' ability to raise revenues via a tax levy. A history of assessed value, taxes levied by taxing authority, collections and principal tax payers within the municipality.
- **Debt Capacity Data – Schedule 9, 10, 11**
Provides a history of the various debt obligations owed by the city over the last ten years. Debt associated with the city over the last ten years include, a 1997A, 2004 water and sewer Sales Sur-Tax, a utility revenue bond and state revolving fund loan. The pledging of the various revenues is provided for each debt.
- **Demographic and Economic Information – Schedule 12, 16, 17 and 18**
This information is provided to assist the reader in understanding the makeup of The City of Eustis. Information regarding schools, population, age, consumer price index, income, cost, unemployment is contained within the reports described. Additionally, comparison of the immediate adjacent cities, millage comparison of all cities in the county, as well as the top ten employers within the city, is presented.
- **Operating Information – Schedule 13, 14, 15, 15-1**
These schedules present information regarding the city's ability to service the citizens, as well as general information. Utility rates are presented as well as the volume used by category of customer.

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

Schedule 1

City of Eustis
Net Position By Component
Last Ten Years

	Fiscal Year Ending									
	9/30/2009	9/30/2010	9/30/2011	9/30/2012	9/30/2013	9/30/2014	9/30/2015	9/30/2016	9/30/2017	9/30/2018
Governmental Activities										
Net Investment in Capital Assets	\$ 49,625,414	\$ 52,363,108	\$ 55,235,283	\$ 59,461,444	\$ 60,130,046	\$ 60,587,680	\$ 60,391,695	\$ 60,696,128	\$ 60,131,048	\$ 59,881,913
Restricted	8,968,246	7,139,672	5,564,314	5,430,951	4,501,756	3,848,338	3,654,895	4,234,071	4,789,207	5,320,003
Unrestricted	8,759,805	8,055,273	9,039,378	7,138,449	6,068,594	6,354,893	(1,127,118)	(1,680,939)	(2,286,421)	(4,222,712)
Total governmental activities net assets	<u>\$ 67,353,465</u>	<u>\$ 67,558,053</u>	<u>\$ 69,838,975</u>	<u>\$ 72,030,844</u>	<u>\$ 70,700,396</u>	<u>\$ 70,790,911</u>	<u>\$ 62,919,472</u>	<u>\$ 63,249,260</u>	<u>\$ 62,633,834</u>	<u>\$ 60,979,204</u>
Business-type activities										
Net Investment in Capital Assets	\$ 37,933,620	\$ 37,009,831	\$ 35,113,212	\$ 33,870,957	\$ 33,479,575	\$ 32,764,485	\$ 31,730,770	\$ 31,323,252	\$ 28,570,346	\$ 33,980,209
Restricted	4,218,805	3,981,309	4,346,977	4,299,062	4,272,913	4,951,489	6,695,686	9,179,083	8,174,683	5,402,247
Unrestricted	4,884,912	5,140,150	6,189,179	7,054,263	7,084,182	6,838,507	5,794,887	5,175,131	11,078,405	10,050,181
Total business-type activities net assets	<u>\$ 47,037,337</u>	<u>\$ 46,131,290</u>	<u>\$ 45,649,368</u>	<u>\$ 45,224,282</u>	<u>\$ 44,836,670</u>	<u>\$ 44,554,481</u>	<u>\$ 44,221,343</u>	<u>\$ 45,677,466</u>	<u>\$ 47,823,434</u>	<u>\$ 49,432,637</u>
Primary government										
Net Investment in Capital Assets	\$ 87,559,034	\$ 89,372,939	\$ 90,348,495	\$ 93,332,401	\$ 93,609,621	\$ 93,352,165	\$ 92,122,465	\$ 92,019,380	\$ 88,701,394	\$ 93,862,122
Restricted	13,187,051	11,120,981	9,911,291	9,730,013	8,774,669	8,799,827	10,350,581	13,413,154	12,963,890	10,722,250
Unrestricted	13,644,717	13,195,423	15,228,557	14,192,712	13,152,776	13,193,400	4,667,769	3,494,192	8,791,984	5,827,469
Total Primary government	<u>\$ 114,390,802</u>	<u>\$ 113,689,343</u>	<u>\$ 115,488,343</u>	<u>\$ 117,255,126</u>	<u>\$ 115,537,066</u>	<u>\$ 115,345,392</u>	<u>\$ 107,140,815</u>	<u>\$ 108,926,726</u>	<u>\$ 110,457,268</u>	<u>\$ 110,411,841</u>

Schedule 2

City of Eustis
Changes in Net Position
Last Ten Years
(Accrual Basis GASB 34 Beginnin

	9/30/2009	9/30/2010	9/30/2011	9/30/2012
Expenses				
Governmental activities:				
General Government	\$ 5,825,633	\$ 4,952,041	\$ 4,477,958	\$ 4,603,864
Public Safety	6,622,719	7,478,860	6,957,146	2,770,677
Physical Environment	-	-	-	-
Transportation	2,314,736	2,551,531	2,661,709	2,950,086
Culture & Recreation	2,743,191	2,102,629	1,986,339	526,707
Non-Departmental	-	-	-	-
Debt Service	120,242	76,103	97,728	73,155
Total Governmental activities	17,626,521	17,161,164	16,180,880	10,924,489
Business-type activities:				
Water and Sewer Activities	6,812,008	7,059,884	6,903,553	2,067,492
Total primary government expenses	\$ 24,438,529	\$ 24,221,048	\$ 23,084,433	\$ 12,991,981
Program Revenues				
Governmental activities:				
Charges for services:				
General government	\$ 792,823	1,254,528	966,669	1,043,320
Public Safety	345,896	12,665	73,240	373,945
Physical Environment	-	-	-	-
Transportation	1,075,502	1,524,401	1,498,398	754,054
Culture & Recreation	184,128	189,873	232,055	201,188
Non-Departmental	-	-	-	-
Operating grants and contributions	582,289	378,242	346,018	265,487
Capital grants and contributions	324,297	260,814	1,798,455	2,720,679
Total governmental activities program revenues	3,304,935	3,620,523	4,914,835	5,358,673
Business-type activities:				
Charges for services:				
Water	3,820,691	3,719,765	4,054,643	4,017,015
Wastewater	3,041,770	3,142,733	3,323,610	3,381,212
Non-Departmental	-	-	-	-
Capital grants and contributions	82,974	549,522	106,823	120,251
Total business-type activities program revenues	6,945,435	7,412,020	7,485,076	7,518,478
Total primary government program revenues	\$ 10,250,370	\$ 11,032,543	\$ 12,399,911	\$ 12,877,151
Net (Expenditures)/Revenues				
Governmental activities	\$ (14,321,586)	\$ (13,540,641)	\$ (11,266,045)	\$ (5,565,816)
Business-type activities	133,427	352,136	581,523	5,450,986
Total primary government net (expenses)/revenue	\$ (14,188,159)	\$ (13,188,505)	\$ (10,684,522)	\$ (114,830)
General Revenues and Other Changes in Net Assets				
Governmental activities:				
Taxes				
Property taxes	\$ 4,928,518	4,716,776	4,690,753	4,686,897
Utility taxes	1,535,963	1,746,381	1,676,315	1,399,934
Franchise fees	1,503,027	1,580,452	1,454,930	1,561,919
State shared revenues	4,069,813	3,279,153	3,952,591	4,351,654
Investment earnings	272,960	223,756	118,918	96,060
Miscellaneous income	155,238	641,093	393,462	828,315
Transfers in	1,263,760	1,553,854	1,260,000	1,260,000
Total governmental activities	13,729,279	13,741,465	13,546,969	14,184,779
Business-type activities:				
Investment earnings	153,971	132,249	41,323	38,372
Gain on disposal of assets	-	-	-	-
Miscellaneous income	135,451	163,422	155,232	209,257
Transfers	(1,263,760)	(1,553,854)	(1,260,000)	(1,260,000)
Total business-type activities	(974,338)	(1,258,183)	(1,063,445)	(1,012,371)
Total primary government	\$ 12,754,941	\$ 12,483,282	\$ 12,483,524	\$ 13,172,408
Change in Net Position				
Governmental Activities	\$ (592,307)	\$ 200,824	\$ 2,280,924	\$ 2,134,367
Business-type activities	(840,911)	(906,047)	(481,922)	(425,086)
Total primary government	\$ (1,433,218)	\$ (705,223)	\$ 1,799,002	\$ 1,709,281

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Fiscal Year Ending					
9/30/2013	9/30/2014	9/30/2015	9/30/2016	9/30/2017	9/30/2018
\$ 4,477,958	\$ 5,072,134	\$ 5,112,758	\$ 4,752,283	\$ 4,524,135	\$ 4,536,101
8,026,248	7,626,013	8,005,426	8,828,550	9,824,650	9,175,828
-	276,630	267,089	297,444	315,758	351,219
3,079,555	2,867,866	3,229,271	2,762,752	2,998,938	3,283,299
2,127,106	1,900,795	2,141,378	2,200,203	2,224,674	2,569,564
-	-	-	-	-	-
70,559	40,240	42,203	35,211	35,169	15,599
17,781,426	17,783,678	18,798,125	18,876,443	19,923,324	19,931,610
7,171,734	7,779,993	8,524,721	8,102,971	8,414,798	8,710,241
\$ 24,953,160	\$ 25,563,671	\$ 27,322,846	\$ 26,979,414	\$ 28,338,122	\$ 28,641,851
1,149,734	1,430,410	704,346	1,006,021	719,984	643,580
166,210	193,010	178,551	308,083	267,280	261,099
-	711,916	783,307	792,655	827,607	841,781
756,847	-	-	-	10,000	16,024
234,618	269,372	252,810	432,309	289,032	243,125
-	-	-	-	-	-
63,665	10,883	23,639	19,845	17,749	1,614
12,287	-	-	-	-	5,720
2,383,361	2,615,591	1,942,653	2,558,913	2,131,652	2,012,943
4,188,825	4,417,654	5,291,332	5,666,288	5,911,626	5,561,023
3,571,329	3,795,138	3,853,556	4,091,465	4,530,963	4,853,316
-	-	-	-	-	-
381,036	669,860	816,756	1,224,995	1,435,914	1,814,665
8,141,190	8,882,652	9,961,644	10,982,748	11,878,503	12,229,004
\$ 10,524,551	\$ 11,498,243	\$ 11,904,297	\$ 13,541,661	\$ 14,010,155	\$ 14,241,947
\$ (15,656,112)	\$ (15,168,087)	\$ (16,855,472)	\$ (16,317,530)	\$ (17,791,672)	\$ (17,918,667)
969,456	1,102,659	1,436,923	2,879,777	3,463,705	3,518,763
\$ (14,686,656)	\$ (14,065,428)	\$ (15,418,549)	\$ (13,437,753)	\$ (14,327,967)	\$ (14,399,904)
4,726,990	5,377,109	5,583,523	5,778,651	6,034,790	6,599,902
1,301,618	1,472,855	1,437,147	1,453,668	1,484,768	1,621,592
1,603,425	1,796,581	2,283,573	2,530,415	2,570,953	2,544,608
4,500,589	4,496,256	4,664,292	4,402,912	4,561,956	4,956,751
7,377	79,345	68,542	54,018	30,931	87,017
636,149	626,456	738,642	927,654	992,848	998,288
1,549,516	1,410,000	1,500,000	1,500,000	1,500,000	1,512,587
14,325,664	15,258,602	16,275,719	16,647,318	17,176,246	18,320,745
40,984	18,648	45,221	44,853	100,933	165,900
-	-	-	-	-	-
151,464	6,504	27,482	31,493	81,330	15,008
(1,549,516)	(1,410,000)	(1,500,000)	(1,500,000)	(1,500,000)	(1,512,587)
(1,357,068)	(1,384,848)	(1,427,297)	(1,423,654)	(1,317,737)	(1,331,679)
\$ 12,968,596	\$ 13,873,754	\$ 14,848,422	\$ 15,223,664	\$ 15,858,509	\$ 16,989,066
\$ (1,330,448)	\$ 90,515	\$ (579,753)	\$ 329,788	\$ (615,426)	\$ 402,078
(387,612)	(282,189)	9,626	1,456,123	2,145,968	2,187,084
\$ (1,718,060)	\$ (191,674)	\$ (570,127)	\$ 1,785,911	\$ 1,530,542	\$ 2,589,162

Schedule 3

City of Eustis
Fund Balances, Governmental Funds
Last Ten Years
(Modified Accrual basis of Accounting)

	Fiscal Year Ending September 30									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
General Fund										
General Fund:										
Reserved	623,373	615,873								
Unreserved	8,387,158	8,054,338								
Non-Spendable	-	-	-	-	-	-	-	-	-	-
Restricted:	-	-	-	-	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-	-	529,150	669,403	807,349
Committed										
Assigned										
Emergency Contingency	-	-	-	-	405,873	405,873	405,873	405,872	405,873	405,873
Debt Service	-	-	-	-	1,407,448	1,437,448	1,032,738	710,000	360,000	-
Self Insurance	-	-	-	-	-	-	-	-	-	-
Unassigned	-	-	8,365,290	7,482,073	4,956,071	5,274,791	5,389,701	5,668,231	5,986,731	6,925,213
Total General Fd.	\$ 9,010,531	\$ 8,670,211	\$ 8,365,290	\$ 7,482,073	\$ 6,769,392	\$ 7,118,112	\$ 6,828,312	\$ 7,313,253	\$ 7,422,007	\$ 8,138,435
Major Funds										
Street Improvement Fund:										
Reserved Roads & Streets	\$ 853,090	\$ 765,041	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Spendable	-	-	-	-	-	-	-	-	-	-
Restricted	-	-	616,353	726,904	473,138	374,855	464,428	636,164	461,510	244,827
Committed	-	-	188,322	191,651	192,851	192,851	192,851	-	-	-
Unassigned	-	-	-	-	-	-	-	-	-	-
Total Street Improvement Fd.	\$ 853,090	\$ 765,041	\$ 804,675	\$ 918,555	\$ 665,989	\$ 567,706	\$ 657,279	\$ 636,164	\$ 461,510	\$ 244,827
Sales Tax Capital Projects Fund:										
Reserved Capital Projects	\$ 4,222,726	\$ 378,638	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Spendable	-	-	-	-	-	-	-	-	-	-
Restricted	-	-	2,844,521	2,745,902	2,376,456	1,600,733	1,288,680	980,158	1,230,939	1,680,674
Committed	-	-	-	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-	-	-	-
Total Sales Tax Rev. Fd.	\$ 4,222,726	\$ 378,638	\$ 2,844,521	\$ 2,745,902	\$ 2,376,456	\$ 1,600,733	\$ 1,288,680	\$ 980,158	\$ 1,230,939	\$ 1,680,674
Community Redevelopment:										
Reserved CRA Expenditure	\$ 1,781,699	\$ 915,029	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Spendable	-	-	-	-	-	-	-	-	-	-
Restricted	-	-	1,093,052	1,103,878	737,414	893,432	895,237	868,821	1,129,206	1,399,557
Committed	-	-	-	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-	-	-	-
Total Com. Redevelopment	\$ 1,781,699	\$ 915,029	\$ 1,093,052	\$ 1,103,878	\$ 737,414	\$ 893,432	\$ 895,237	\$ 868,821	\$ 1,129,206	\$ 1,399,557

Note: Fund Balance classifications have been revised due to the implementation of GASB Statement 54 in fiscal year 2011.

City of Eustis
Fund Balances, Governmental Funds
Last Ten Years
(Modified Accrual basis of Accounting)

	Fiscal Year Ending September 30									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Stormwater Utility Fund:										
Reserved for Stormwater	\$ 741,928	\$ 583,907	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Spendable	-	-	-	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-	-	-	-
Committed	-	-	1,168,464	465,872	700,871	733,313	810,469	1,018,942	1,121,598	1,177,389
Unassigned	-	-	-	-	-	-	-	-	-	-
Total Stormwater Utility	<u>\$ 741,928</u>	<u>\$ 583,907</u>	<u>\$ 1,168,464</u>	<u>\$ 465,872</u>	<u>\$ 700,871</u>	<u>\$ 733,313</u>	<u>\$ 810,469</u>	<u>\$ 1,018,942</u>	<u>\$ 1,121,598</u>	<u>\$ 1,177,389</u>

Non-Major Funds

All Other Governmental Funds										
Reserved	2,110,731	1713869								
Unreserved	741,928	583,907	-	-	-	-	-	-	-	-
Non-Spendable	-	-	29,726	29,726	30,172	30,195	30,172	30,156	30,156	40,523
Restricted	-	-	980,662	854,267	884,576	695,406	976,378	1,189,622	1,226,111	1,119,239
Committed	-	-	255,395	261,690	263,352	260,601	(1,028)	11,697	41,882	27,834
Unassigned	-	-	-	-	-	-	-	-	-	-
Total All Other Funds	<u>\$ 2,852,659</u>	<u>\$ 2,297,776</u>	<u>\$ 1,265,783</u>	<u>\$ 1,145,683</u>	<u>\$ 1,178,100</u>	<u>\$ 986,202</u>	<u>\$ 1,005,522</u>	<u>\$ 1,231,475</u>	<u>\$ 1,298,149</u>	<u>\$ 1,187,596</u>

Note: Fund Balance classifications have been revised due to the implementation of GASB Statement 54 in fiscal year 2011.

Schedule 4

City of Eustis
Changes in Fund Balances, Governmental Funds
Last Ten Fiscal Years
(modified Accrual basis of accounting)

	Fiscal Year Ending September 30									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Revenues:										
Ad Valorem	\$ 4,647,621	\$ 4,716,776	\$ 4,690,753	\$ 4,686,897	\$ 4,726,990	\$ 5,377,109	\$ 5,583,523	\$ 5,778,651	\$ 6,034,790	\$ 6,599,902
Franchise Fees	1,503,027	1,580,452	1,454,930	1,399,934	1,301,618	1,472,855	1,437,147	1,453,668	1,484,768	1,621,592
Utility Service Taxes	1,535,963	1,746,381	1,676,315	1,561,919	1,603,425	1,796,581	2,283,573	2,530,415	2,570,953	2,544,608
State Revenue Sharing	3,240,500	3,279,153	3,409,969	1,884,667	1,970,900	1,887,576	1,546,238	1,641,550	1,727,762	1,897,871
Other Intergovernmental Revenues	1,564,936	1,351,099	3,043,045	5,017,169	2,604,112	2,636,529	3,140,305	2,805,841	2,923,650	3,080,623
Licenses and Permits	137,871	219,151	192,146	230,112	326,931	579,565	569,461	882,403	563,371	581,881
Fines and Forfeitures	110,556	83,851	68,717	74,404	52,458	67,367	65,964	72,159	81,285	172,696
Charges for Services	1,766,931	1,747,833	1,707,840	1,866,105	1,859,896	1,822,143	1,198,000	1,223,849	1,297,910	1,255,037
Interest	252,342	223,756	118,918	96,060	7,377	79,345	68,542	54,018	30,931	87,017
On-Behalf Payments	187,053	218,589	198,161	201,886	202,870	203,099	219,605	243,091	247,516	259,476
Other Sources	569,386	641,091	641,010	828,315	502,932	542,025	606,012	1,020,584	844,963	720,398
Total Revenues	15,516,186	15,808,132	\$ 17,201,804	\$ 17,847,468	\$ 15,159,509	\$ 16,464,194	\$ 16,718,370	\$ 17,706,229	\$ 17,807,899	\$ 18,821,101
Expenditures:										
General Government and Admin.	5,139,487	4,632,925	4,300,048	4,282,671	4,369,033	4,240,947	4,156,112	3,853,575	3,992,612	4,138,062
Public Safety	6,085,172	6,410,651	6,421,483	6,586,930	7,017,122	6,989,996	7,274,731	7,655,858	8,171,240	8,215,860
On-Behalf Payments	187,053	218,589	198,161	201,886	202,870	203,099	219,605	243,091	247,516	259,476
Physical Environment	-	-	-	-	-	271,528	260,022	253,457	263,360	264,223
Transportation	2,040,644	1,944,749	2,028,208	2,176,994	2,168,875	1,726,889	1,589,009	1,545,467	1,775,494	1,767,615
Culture and Recreation	2,272,527	1,812,085	1,676,290	1,801,921	1,658,557	1,645,531	1,734,844	1,682,617	1,733,137	1,793,822
Nondepartmental	-	-	-	-	37,500	-	-	48,552	51,521	29,605
Capital Outlay	1,893,866	4,209,171	4,203,044	5,246,982	2,178,048	2,835,938	2,865,843	2,810,086	1,794,154	2,845,253
Debt Service										
Interest	365,000	380,000	395,000	420,000	440,000	465,000	42,203	35,211	35,169	8,951
Principal	117,808	77,827	94,478	69,905	70,761	23,990	490,000	515,000	629,100	645,752
Total Expenditures	18,101,557	19,685,997	19,316,712	20,787,289	18,142,766	18,402,918	18,632,369	18,642,914	18,693,303	19,968,619
Excess (Deficiency) of Revenues Over (Under) Expenditures	(2,585,371)	(3,877,865)	(2,114,908)	\$ (2,939,821)	\$ (2,983,257)	\$ (1,938,724)	\$ (1,913,999)	\$ (936,685)	\$ (885,404)	\$ (1,147,518)
Other Financing Sources (Uses):										
Transfers In	1,913,183	2,573,087	2,883,842	2,487,663	2,215,833	2,135,374	2,497,986	2,459,686	2,482,672	2,526,774
Transfers Out	(649,422)	(1,019,233)	(1,623,842)	(1,227,663)	(666,317)	(725,374)	(997,986)	(959,686)	(982,672)	(1,014,187)
Proceeds from Borrowing	-	-	-	-	-	-	-	-	-	800,000
Total Other Financing Sources (Uses)	1,263,761	1,553,854	1,260,000	1,260,000	1,549,516	1,410,000	1,500,000	1,500,000	1,500,000	2,312,587
Net Change In Fund Balances	\$ (1,321,610)	\$ (2,324,011)	\$ (854,908)	\$ (1,679,821)	\$ (1,433,741)	\$ (528,724)	\$ (413,999)	\$ 563,315	\$ 614,596	\$ 1,165,069
Debt Service as a Percentage of Noncapital Expenditures	2.98%	2.96%	3.24%	3.15%	3.20%	3.14%	3.38%	3.48%	3.93%	3.82%

**CITY OF EUSTIS, FLORIDA
TAXABLE AND ESTIMATED ACTUAL VALUE
LAST TEN FISCAL YEARS**

TAXABLE ASSESSED VALUATION							
FISCAL YEAR	REAL PROPERTY	PERSONAL PROPERTY	CENTRAL PROPERTY	TOTAL TAXABLE VALUATION	TOTAL DIRECT RATE	TOTAL (1) ESTIMATED ACTUAL VALUE	ASSESSED VALUE AS A PERCENTAGE OF ACTUAL
2008-09	956,835,965	65,231,490	257,942	1,022,325,397	4.7083	1,135,917,108	90.00%
2009-10	883,604,313	64,598,712	302,815	948,505,840	5.1266	1,053,895,378	90.00%
2010-11	784,953,679	58,111,626	392,001	843,457,306	5.6849	937,174,784	90.00%
2011-12	715,535,939	56,736,133	302,898	772,574,970	6.2432	858,416,633	90.00%
2012-13	667,136,592	54,972,403	172,256	722,281,251	6.7158	802,534,723	90.00%
2013-14	671,502,989	56,293,873	251,433	728,048,295	6.7158	808,942,550	90.00%
2014-15	695,231,551	63,395,983	253,735	758,881,269	7.5810	843,201,410	90.00%
2015-16	724,388,866	64,707,631	346,273	789,442,770	7.5810	877,158,633	90.00%
2016-17	760,782,191	66,066,152	330,790	827,179,133	7.5810	919,087,926	90.00%
2017-18	827,493,389	73,404,454	386,451	901,284,294	7.5810	1,001,426,993	90.00%

(1) Based on Florida Department of Revenue Certifications of assessed tax rolls at 90% or more of the estimated property actual value. Total assessed value assumed to be at 90%. Prior years were estimates only. Actual was obtained from property appraisers office for 2005-06. Due to the increasing number of exemptions the parentage has been reduced over the years and is expected to continue in the future.

Schedule 6

City of Eustis
Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years
(Per One Thousand Dollars of Taxable Value)

Fiscal Year	City Direct Rates				Overlapping Rates							TOTAL
	Basic Rate	Redev-District	Street Improv.	Total City of Eustis	Lake County Commission Gen. Fund	Lake County Commission Debt Serv.	Lake County School Board	Lake County Water Authority	North Lake Hospital District	North Lake Ambulance District	St. Johns Water Mgmt. District	
2008-09	4.3258	0.2326	0.1499	4.7083	4.6511	0.11010	7.517	0.2130	1.000	0.4651	0.4158	19.0804
2009-10	4.6717	0.2721	0.1828	5.1266	4.6511	0.11010	7.532	0.2130	1.000	0.4651	0.4158	19.5137
2010-11	5.2210	0.2700	0.1939	5.6849	4.7309	0.11010	7.523	0.2405	1.000	0.3853	0.4158	20.0905
2011-12	5.2210	0.2700	0.1939	6.2432	4.7309	0.11010	7.394	0.2405	1.000	0.3853	0.3313	20.4353
2012-13	6.2020	0.2865	0.2273	6.7158	4.7309	0.19000	7.320	0.2554	1.000	0.3853	0.3313	20.9287
2013-14	7.0672	0.2865	0.2273	7.5810	4.7309	0.19000	7.170	0.2554	1.000	0.3853	0.3283	21.6409
2014-15	7.0632	0.3070	0.2108	7.5810	5.3856	0.16000	7.246	0.2554	1.000	0.4629	0.3164	22.4073
2015-16	7.0721	0.3062	0.2027	7.5810	5.3051	0.16000	7.197	0.2554	1.000	0.4629	0.3023	22.2637
2016-17	7.1406	0.3074	0.1330	7.5810	5.1180	0.15240	6.875	0.2554	1.000	0.4629	0.2885	21.7332
2017-18	7.1555	0.3035	0.1220	7.5810	5.1180	0.15240	6.603	0.2554	1.000	0.4629	0.2724	21.4451

The direct city rate is set by the commission each year. The city as well as other governments are required to contribute the incremental taxable value in excess of the base year of 1990. The city also supplements the Street Improvement Fund.

The overlapping rate represents agencies which have taxing authority within the area. These rates plus the city rate determine the total millage rate attributed to property within the city.

Schedule 7

CITY OF EUSTIS, FLORIDA
PRINCIPAL TAXPAYERS
CURRENT AND NINE YEARS AGO
FISCAL YEARS ENDING SEPTEMBER 30TH
(Source Lake County Property Appraisers Office)

TAXPAYER	2009			2018		
	ASSESSED VALUATION	Rank	PERCENTAGE OF TOTAL ASSESSED VALUATION	ASSESSED VALUATION	Rank	PERCENTAGE OF TOTAL ASSESSED VALUATION
Duke (Progress) Energy				20,094,667	2	2.23%
MHC Southern Palms LLC				10,101,650	5	1.12%
Florida Food Products	6,042,705	5	0.59%	16,761,763	3	1.86%
Jensen Center LTD				5,724,502	6	0.64%
Sprint/Embarq	11,507,552	1	1.13%	32,677,274	1	3.63%
SUSO 4 North Branch LP				14,145,866	4	1.57%
HTG Valencia LLC				5,334,707	7	0.59%
MHC Haselton Village LLC	6,966,126	4	0.68%	4,748,519	8	0.53%
Real Sub LLC				4,293,408	9	0.48%
Eustis Plaza, Inc.			-	4,274,160	10	0.47%
Florida Power Corp	13,243,180	3	1.30%			
DIV Vastgoed	13,512,639	2	1.32%			
Eustis Square One LLC	4,734,895	7	0.46%			
U.S. Nutraceuticals	4,113,195	9	0.40%			
Zilis Patrick Trustee	4,184,475	8	0.41%			
Burke Industries	3,560,357	10	0.35%			
	<u>72,681,561</u>		7.11%	<u>118,156,516</u>		13.11%

SOURCE:

Lake County 2018 Property Appraiser's Office (Total Eustis: \$901,284,294)

Schedule 8

**CITY OF EUSTIS
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS**

FISCAL YEAR	TOTAL TAX LEVY	CURRENT LEVY COLLECTIONS	PERCENT OF LEVY COLLECTED	DELINQUENT TAX COLLECTIONS	TOTAL TAX COLLECTIONS	PERCENT TOTAL COLLECTIONS TO LEVY
2008-09	4,813,415	4,431,442	92.06%	213,698	4,645,140	96.50%
2009-10	4,862,610	4,487,680	92.29%	229,096	4,716,776	97.00%
2010-11	4,831,009	4,425,297	91.60%	265,456	4,690,753	97.10%
2011-12	4,823,340	4,479,623	92.87%	207,274	4,686,897	97.17%
2012-13	4,875,857	4,497,608	92.24%	229,382	4,726,990	96.95%
2013-14	5,548,361	5,148,164	92.79%	228,945	5,377,109	96.91%
2014-15	5,753,079	5,368,442	93.31%	215,081	5,583,523	97.05%
2015-16	5,984,766	5,566,832	93.02%	211,818	5,778,650	96.56%
2016-17	6,270,845	5,821,983	92.84%	212,805	6,034,788	96.24%
2017-18	6,832,636	6,326,214	92.59%	273,686	6,599,900	96.59%

NOTE: Florida Statute 197.012 allows a discount for early payment of taxes of 4% in November, 3% in December, 2% in January, and 1% in February. Taxes become delinquent on April 1 of each year.

County Tax Collector is responsible for collecting and remitting all property taxes. They do not keep track of amounts which are past due on a regular basis. Once a year they consolidate all past due amounts and have a tax certificate sale. The money obtained from this sale is then distributed to the proper taxing authority.

Schedule 9

City of Eustis
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

Fiscal Year	General Activities					Business-Type Activities				Total Primary Government	Est. Actual Value of Taxable Property	Percentage of Taxable Property	Per Capita
	Sales Sur Tax 1997A	Sales Sur Tax - Water 2004	Sales Sur Tax Sewer 2004	Fire Equip Lease/Purch. 2016&2018	Total	Utility Rev. Bonds	Series 2017 Bank Loan	State Revolving Loan	Total				
2008-09	2,625,000	723,250	861,750	-	4,210,000	-	-	3,763,798	3,763,798	7,973,798	1,135,917,108	0.70%	436
2009-10	2,400,000	653,500	776,500	-	3,830,000	-	-	3,483,584	3,483,584	7,313,584	1,053,895,378	0.69%	402
2010-11	2,165,000	581,500	688,500	-	3,435,000	-	-	3,195,207	3,195,207	6,630,207	937,174,784	0.71%	357
2011-12	1,910,000	507,250	597,750	-	3,015,000	-	-	2,898,428	2,898,428	5,913,428	858,416,633	0.69%	320
2012-13	1,640,000	430,750	504,250	-	2,575,000	-	-	7,526,631	7,526,631	10,101,631	802,534,723	1.26%	544
2013-14	1,350,000	352,000	408,000	-	2,110,000	-	-	7,047,571	7,047,571	9,157,571	808,942,550	1.13%	493
2014-15	1,040,000	271,000	309,000	-	1,620,000	-	-	6,513,511	6,513,511	8,133,511	843,201,410	0.96%	418
2015-16	710,000	187,750	207,250	-	1,105,000	-	-	5,964,488	5,964,488	7,069,488	877,158,633	0.81%	354
2016-17	360,000	100,000	100,000	353,450	913,450	7,430,000	1,805,500	5,400,084	14,635,584	15,549,034	919,087,926	1.69%	749
2017-18	-	-	-	1,067,736	1,067,736	7,150,000	1,444,400	4,819,867	13,414,267	14,482,003	1,001,426,993	1.45%	695

Schedule 10

City of Eustis
Direct Governmental Activities Debt
As of September 30, 2018

<u>Governmental Revenue Bonds</u>	<u>Beginning Debt</u>	<u>Increase in Debt</u>	<u>Amount Repaid</u>	<u>Debt Outstanding</u>	<u>Percentage Applicable</u>
<u>Series 1997A Sales-Sur Tax:</u>					
Debt Repaid with Sales Sur-Tax Proceeds	360,000	-	360,000	-	0.00%
<u>Series 2004 Sales-Sur Tax:</u>					
Debt Repaid with Water Impact Fees	100,000	-	100,000	-	0.00%
Debt Repaid with Sewer Impact Fees	100,000	-	100,000	-	0.00%
2016 Note Payable - Fire Pumper Truck	353,450	-	85,714	267,736	25.08%
2018 Note Payable - Fire Ladder Truck	-	800,000	-	800,000	74.92%
Total Debt	<u>\$ 913,450</u>	<u>\$ 800,000</u>	<u>\$ 645,714</u>	<u>\$ 1,067,736</u>	<u>100.00%</u>

The city has only revenue bonds at this time.

The 1997A is secured by the franchise revenues from Progress Energy. The payments are paid from the General Fund.

The 2004A is secured by the discretionary sales sur-tax and the franchise revenues from Progress Energy. The actual payment is made from the water impact fee collections and the sewer impact fee collections.

The 2016 Note for the Pumper Truck is repaid with Sales Sur-Tax Proceeds

The 2018 Note Payable is repaid with Sales Sur-Tax Proceeds

The City of Eustis does not have any overlapping debt. All debt is secured through a specific revenue source exclusive to the City of Eustis.

Schedule 11

1 of 2
City of Eustis
Pledged-Revenue Coverage
Last Ten Years

Water & Sewer Pledged Bonds

Fiscal Year	(1)	(2)	Add Back Depreciation Expense	Net Available Revenue	Revenue Bond Series 2016		State Revolving Loan		Total Debt Payments	Coverage
	Utility Revenues	Less Operating Expenses			Principal	Interest	Principal	Interest		
2008-09	7,080,886	6,698,303	2,085,349	2,467,932	-	-	272,281	113,705	385,986	6.39
2009-10	7,575,442	6,956,124	2,137,932	2,757,250	-	-	280,213	106,867	387,080	7.12
2010-11	7,640,308	6,808,047	2,161,578	2,993,839	-	-	288,378	95,506	383,884	7.80
2011-12	7,727,735	6,844,183	2,101,875	2,985,427	-	-	296,779	87,010	383,789	7.78
2012-13	8,292,654	6,892,103	2,202,862	3,603,413	-	-	552,352	182,564	734,916	4.90
2013-14	8,889,156	7,577,460	2,257,048	3,568,744	-	-	421,704	200,007	621,711	5.74
2014-15	9,989,126	8,222,159	2,286,458	4,053,425	-	-	534,059	125,199	659,258	6.15
2015-16	10,937,285	7,901,311	2,249,641	5,285,615	-	-	549,020	113,006	662,026	7.98
2016-17	10,879,933	7,828,916	2,174,760	5,225,777	-	114,724	564,406	100,466	779,596	6.70
2017-18	10,848,912	8,272,870	2,208,575	4,784,617	250,000	276,556	580,218	90,360	1,197,135	4.00

1) For purposes of debt coverage the following is a list of revenues to be considered: All water and sewer revenues, water and sewer impact fees, and stormwater fees. The interest in the renewal and replacement and expansion funds are not include as part of the debt coverage. The State Revolving Loan only allows for Gross Operating Revenues.

2) Direct operating expenses excludes depreciation expenses.

General Government									
Sales Sur-Tax 1997A Series					Sales Sur-Tax 2004A Series				
Progress Energy Franchise Fees	Principal	Interest	Total	Coverage	Disc. Sales Tax & Prog. Energy Fran. Fees	Principal	Interest	Total	Coverage
750,915	210,000	45,224	255,224	2.94	1,892,640	155,000	31,383	186,383	10.15
802,942	225,000	48,695	273,695	2.93	1,905,965	155,000	29,132	184,132	10.35
732,021	235,000	59,915	294,915	2.48	1,902,724	160,000	34,563	194,563	9.78
706,875	255,000	7,557	262,557	2.69	1,902,515	165,000	6,090	171,090	11.12
654,725	270,000	36,259	306,259	2.14	1,906,409	170,000	23,462	193,462	9.85
758,301	290,000	15,840	305,840	2.48	2,026,606	175,000	10,249	185,249	10.94
740,306	310,000	25,623	335,623	2.21	2,236,435	180,000	16,580	196,580	11.38
757,316	330,000	21,377	351,377	2.16	2,273,145	185,000	13,832	198,832	11.43
757,164	350,000	14,165	364,165	2.08	2,353,779	195,000	9,165	204,165	11.53
822,564	360,000	1,029	361,029	2.28	2,497,696	200,000	667	200,667	12.45

Fiscal Year	Total Progress Energy Franchise Fees	1997A Issue	2004 A Issue		Total 2004A Issue
		61% Allocated to 1997A Series	39% Allocated to 2004A Series	Sales Tax Revenue Receipts	
2008-09	1,231,008	750,915	480,093	1,412,547	1,892,640
2009-10	1,316,299	802,942	513,357	1,392,608	1,905,965
2010-11	1,200,034	732,021	468,013	1,434,711	1,902,724
2011-12	1,158,812	706,875	451,937	1,450,578	1,902,515
2012-13	1,073,320	654,725	418,595	1,487,814	1,906,409
2013-14	1,243,117	758,301	484,816	1,541,790	2,026,606
2014-15	1,213,617	740,306	473,311	1,763,124	2,236,435
2015-16	1,241,501	757,316	484,185	1,788,960	2,273,145
2016-17	1,241,252	757,164	484,088	1,869,691	2,353,779
2017-18	1,348,465	822,564	525,901	1,971,795	2,497,696

Schedule 12-1

City of Eustis
Demographic and Economic Statistics
Last Ten Years

Year	Population (5)			% increase Consumer Price Index (3)	Median Age	Eustis School Information Enrollment (4) and Grading (6)				
	Eustis	County	%of Cty.			School Enrollment	Eustis Heights Elementary	Eustis Elementary	Eustis Middle	Eustis High
2008-09	18,275	291,993	6.26%	(1.29)	45.1	4,546	B	A	A	D
2009-10	18,210	297,432	6.12%	1.11	45.1	4,332	B	A	A	B
2010-11	18,558	297,052	6.25%	3.87	45.1	5,083	B	C	B	B
2011-12	18,483	298,265	6.20%	1.99	45.1	4,702	C	A	B	C
2012-13	18,573	298,707	6.22%	1.15	45.1	4,682	D	B	C	B
2013-14	19,214	308,034	6.24%	3.89	46.0	5,539	F	B	B	C
2014-15	19,455	315,690	6.16%	0.33	42.0	4,725	C	C	B	B
2015-16	19,986	325,875	6.13%	0.70	41.8	4,663	C	C	C	C
2016-17	20,768	335,396	6.19%	1.30	40.8	4,645	C	B	C	C
2017-18	20,827	346,017	6.02%	1.30	40.4	4,413	C	B	C	C

(1) Source: Florida Research Economic Database (FREIDA), Florida Office of Econ & Dem Research, US Census Quick Facts

(2) Source U of F BEBR: <https://floridapolytechnic.org>

(3) Source www.usinflationcalculator.com

(4) Source Lake County School Board, Tavares, Florida (www.lake.k12.fl.us - Dept of Growth Planning- Incl Lake Tech)

(5) Source US Census Bureau and Office of Economic & Demographic Research

(6) Source Florida Dept of Education

(7) Source US Bureau of Labor Statistics (www.bls.gov/lau/data.htm)

Schedule 12-2

City of Eustis
Demographic and Economic Statistics
Last Ten Years

Year	Per Capita Income (1)							Median Household Income (1)						
	Florida	Lake	Orange	Seminole	Sumter	Marion	Volusia	Florida	Lake	Orange	Seminole	Sumter	Marion	Volusia
2008-09	38,417	30,460	35,303	42,223	26,481	30,322	30,374	47,804	46,557	50,988	56,315	42,828	39,354	42,268
2009-10	39,064	31,520	36,639	43,439	27,504	31,225	32,098	44,857	45,517	50,674	58,175	48,106	40,266	45,831
2010-11	38,965	30,785	36,400	42,340	30,259	31,097	32,255	44,390	42,343	45,105	57,381	45,165	37,162	41,368
2011-12	39,636	33,846	35,990	40,914	27,824	32,709	33,436	44,250	44,965	44,635	54,449	44,595	36,425	38,477
2012-13	41,012	34,442	37,013	42,191	35,032	35,570	34,445	45,006	41,579	45,565	54,901	47,017	37,287	40,114
2013-14	41,497	34,782	37,844	42,986	37,206	34,437	34,530	47,886	44,244	46,675	55,195	52,670	38,783	40,908
2014-15	42,645	35,786	38,007	41,806	37,558	32,571	36,052	46,956	45,035	47,581	58,175	48,493	39,453	42,457
2015-16	44,429	37,698	39,591	42,851	39,012	33,800	37,802	47,212	45,465	47,556	57,875	49,874	39,339	41,714
2016-17	45,953	38,266	41,515	44,703	39,534	34,765	38,807	48,900	47,141	49,391	58,538	52,594	40,295	42,240
2017-18	47,864	40,541	42,541	46,231	43,464	35,864	40,658	50,883	49,734	51,586	60,739	54,771	41,964	43,838

(1) Source: Florida Research Economic Database (FREIDA), Florida Office of Econ & Dem Research, US Census Quick Facts

(2) Source U of F BEBR: <https://floridapolytechnic.org>

(3) Source www.usinflationcalculator.com

(4) Source Lake County School Board, Tavares, Florida

(5) Source US Census Bureau and Office of Economic & Demographic Research

(6) Source Florida Dept of Education (<http://schoolgrades.fldoe.org>)

(7) Source US Bureau of Labor Statistics (www.bls.gov/lau/data.htm)

Schedule 12-3

City of Eustis
Demographic and Economic Statistics
Last Ten Years

Year	Cost of Living Index Lake and Surrounding Counties (2)						Unemployment Lake and Surrounding Counties (1)					
	Lake	Orange	Seminole	Sumter	Marion	Volusia	Lake	Orange	Seminole	Sumter	Marion	Volusia
2008-09	97.51	101.00	99.81	95.34	94.71	95.39	12.2	11.4	10.6	9.5	13.9	11.7
2009-10	97.49	100.98	99.64	96.34	96.28	96.13	12.3	11.8	10.9	9.8	14.3	12.5
2010-11	96.95	100.42	99.35	95.49	95.83	96.19	10.6	10.2	9.5	8.1	12.4	10.8
2011-12	96.43	99.88	99.33	95.65	95.51	95.78	8.9	8.4	7.7	6.9	9.8	8.8
2012-13	96.43	99.88	99.33	95.65	95.51	95.78	9.0	8.3	7.8	7.4	10	8.8
2013-14	97.20	100.49	99.17	95.45	94.97	98.25	5.4	4.9	4.5	4.7	6.4	5.3
2014-15	96.33	99.78	98.72	94.19	93.43	94.75	5.1	4.7	4.6	6.8	6.1	5.5
2015-16	96.99	100.46	99.03	94.83	94.41	95.33	4.8	4.3	4.3	6.9	6	5.1
2016-17	97.23	100.71	99.28	95.07	93.29	95.57	3.4	3.1	3.0	4.8	4.1	3.7
2017-18	97.38	100.87	99.44	96.03	93.88	95.72	3.4	2.6	2.6	4.3	3.6	3.2

(1) Source: Florida Research Economic Database (FREIDA), Florida Office of Econ & Dem Research, US Census Quick Facts

(2) Source U of F BEBR: <https://floridapolytechnic.org>

(3) Source www.usinflationcalculator.com

(4) Source Lake County School Board, Tavares, Florida

(5) Source US Census Bureau and Office of Economic & Demographic Research

(6) Source Florida Dept of Education

(7) Source US Bureau of Labor Statistics (www.bls.gov/lau/data.htm)

Schedule 13

City of Eustis
Full-Time Equivalent City Government Employees by Function/Program
Last Ten Years
(Source Budget for City of Eustis and Human Resources)

Function/Program	Full-Time Equivalent Employees as of September 30th									
	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
City Manager	6	6	5	4	3	3	3	3	4	4
City Clerk	1	1	1	1	1	1	1	1	1	1
Finance	9	9	9	9	19	19	19	20	20	21
Development Services	5	6	5	4	5	5	6	6	7	7
Purchasing	2	2	2	3	3	3	3	3	3	3
Human Resources	3	3	3	3	3	3	3	3	3	3
Maintenance Garage	2	2	2	2	2	2	2	2	2	2
Building Maintenance	5	5	5	5	3	3	2	2	3	3
Park Maintenance	3	3	3	3	3	3	3	4	5	0
Cemetery	2	2	2	2	2	2	2	2	2	2
Total General Government	38	39	37	36	44	44	44	46	50	46
Police Sworn Officers	41	41	41	42	44	45	45	45	43	43
Reserve Officers	0	0	0	0	0	0	0	0	0	0
Civilians	13	13	13	12	15	14	14	14	14	14
Total Police	54	54	54	54	59	59	59	59	57	57
Fire Fighters Sworn	22	22	22	22	20	21	21	21	21	22
Fire Fighters Vol. FTE		0	0	0	0	1	1	1	1	1
Civilians	4	4	3	2	3	2	2	2	2	2
Total Fire	26	26	25	24	23	24	24	24	24	25
Building Inspections	4	4	4	3	3	3	3	3	3	4
Total Public Safety	84	84	83	81	85	86	86	86	84	86
Library	11	11	11	11	13	13	12	12	14	13
Recreation	11	11	11	11	13	13	15	15	18	23
Total Culture & Recreation	22	22	22	22	26	26	27	27	32	36
Public Services	16	16	16	16	4	4	5	4	6	6
Water Distribution	22	22	22	20	21	21	20	21	21	21
Wastewater	18	18	18	18	16	16	16	17	17	17
Total Water and Sewer	56	56	56	54	41	41	41	42	44	44
Public Works	18	18	16	15	19	19	20	20	20	20
Stormwater	4	4	4	4	4	4	4	4	4	4
Total Streets and Stormwater	22	22	20	19	23	23	24	24	24	24
Total Government Employees	222	223	218	212	219	220	222	225	234	236

Schedule 14

City of Eustis
Various Indicators By Function/Program
Last Ten Years

Function/Program	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
General										
Last Charter Amendment										
Number of Commissioners										
Form of Government										
Municipal Boundaries	11.40	11.40	11.40	11.40	11.40	11.40	11.40	11.40	11.40	11.40
Number of Vehicles	10	10	10	10	10	10	11	11	11	11
Number of Buildings	2	2	2	2	2	2	2	2	2	2
Per Capita Taxable Value	43,275	39,830	39,500	39,007	39,527	38,091	39,091	41,897	46,660	51,902
Per Capita Taxes Levied	328	302	299	296	289	263	263	262	265	266
Police										
Number of Stations	1	1	1	1	1	1	1	1	1	1
Protection Per 1,000	507.98	506.54	487.46	463.21	436.68	422.11	410.73	412.40	423.49	425.00
Number of Sworn Officers	41	41	41	42	44	45	45	45	43	43
Fire										
Number of Stations	1	1	1	1	1	1	1	1	1	1
Number of Volunteers	-	-	-	-	-	6	6	10	8	6
Protection Per 1,000	947	944	908	811	835	844	840	884	867.14	830.68
Number of Firefighters	22	22	22	24	20	22	22	21	21	22
Number of Calls	4,321	4,260	4,059	3,921	4,011	3,708	3,792	3,756	3,775	3,469
Building										
Building Permits Issued	2262	1,733	1,766	1,452	1,554	1,047	933	931	1,005	991
New Commercial Construction	4	1	11	5	3	5	9	6	3	1
New Residential Construction	28	74	144	84	101	53	23	25	17	11
Valuation of Improvements	35,502,497	35,730,909	81,133,576	42,643,712	38,208,925	23,618,336	15,871,612	18,522,045	17,271,507	10,075,598
Number of Vehicles	3	3	3	3	3	2	2	2	2	2
Recreation										
Number of Parks	12	12	12	12	12	12	12	12	12	10
Acres Maintained	64	64	64	64	64	64	64	64	64	54
Number of Vehicles	7	7	7	7	7	7	7	7	7	7
Number of Buildings	13	13	13	16	16	12	12	10	6	5
Number of Citizens Served	21850	22,560	21,330	19,220	18,896	13,348	13,778	13,568	14,734	10,307
Library										
Number of Libraries	1	1	1	1	1	1	1	1	1	1
Volume in Collection	126,105	132,289	129,217	125,371	123,625	125,075	121,335	118,331	115,614	121,398
Number of Items Circulated	76,455	71,487	71,700	72,843	84,941	91,437	92,266	99,503	107,061	97,016
Collection Per Citizen	6.05	6.37	6.47	6.45	6.43	6.73	6.56	6	5.86	5.31
Number of Patrons	10,397	7,645	13,820	13,511	13,855	13,391	9,783	10,272	10,788	11,802
Collection Per Patrons	12.13	17.30	9.35	9.28	8.92	9.34	12.40	12	10.72	10.29
Public Works										
Miles of Streets	101.65	120.00	120.00	120.00	120.00	101.17	101.17	100.00	100.00	100.00
Number of Street Lights	1265	1,265	928	928	928	1,317	1,317	1,317	1,317	1,317
Number of Traffic Signals	17	17	17	17	17	13	13	13	13	13
Number of School Signals	12	12	12	12	12	12	12	12	12	12
Number of Vehicles	153	153	153	153	147	86	91	89	87	89
Number of Buildings	4	4	4	4	4	5	5	5	5	5
Water										
Number of Units Served	10,741	10,946	10,888	10,872	10,701	11,340	12,168	12,134	12,093	12,186
Average Daily Flow	2.91 Million Gal.	3.47 Million Gal.	3.37 Million Gal.	3.01 Million Gal.	3.21 Million Gal.	3.791 Million Gal.	3.157 Million Gal.	2.91 Million Gal.	3.00 Million Gal.	3.071 Million Gal.
Miles of Water Main	182	182	182	182	182	182	182	182	182	180.74
Number of Plants	6	6	6	6	6	6	6	6	6	6
Number of Vehicles	21	21	21	20	19	23	23	23	23	25
Number of Buildings	9	9	9	9	9	3	3	3	3	3
Wastewater										
Miles of Sanitary Sewers	120	120	120	120	120	120	120	120	119.53	119.47
Number of Vehicles	13	13	13	13	17	15	15	15	15	15
Number of Buildings	12	11	11	11	15	5	5	5	5	5
Number of Plants	2	2	2	2	2	2	2	2	2	2

City of Eustis
Sewer Sold by Type of Customer
And Associated Rates Last Ten Years
(In Millions of Gallons)

Type of Customer	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Residential										
Inside	458.12	386	394.66	378.77	344.59	341.64	309.75	361.40	370.73	351.17
Outside	52.41	53	57.54	59.73	57.68	63.14	56.83	74.28	72.79	69.34
Industrial										
Inside	-	-	-	-	-	-	-	-	11.28	-
Outside	-	-	-	-	-	-	-	-	-	-
Commercial										
Inside	74.45	76	71.3	66.47	63.68	67.32	64.88	80.50	71.10	80.22
Outside	1.28	2	1.65	2.66	2.15	5.16	0.91	4.62	3.06	6.30
Other										
Inside	17.17	15	14.98	15.06	15.69	24.63	14.14	18.66	25.42	12.34
Outside	1.97	2	1.78	2.21	2.94	6.35	1.84	2.21	1.83	0.00
Total	605.40	533.76	541.91	524.90	486.73	508.24	448.35	541.68	556.21	519.35
Sewer Rates (Per 1,000 Consumed)										
Effective Date	6/1/09	6/1/10	6/1/11	6/1/12	6/1/13	6/1/14	6/1/15	6/1/16	6/1/17	6/1/18
<u>Residential Inside</u>										
Availability Charge	23.43	23.43	23.43	23.43	23.43	23.43	23.43	25.23	25.66	26.10
Min. Inc. 1st 3,000										
Rate per 1,000										
Capped at 10,000 Gal	1.50	1.92	1.92	2.57	2.93	2.93	2.93	3.16	3.21	3.26
<u>Residential Outside</u>										
Availability Charge	29.28	29.28	29.28	29.29	29.29	29.29	29.29	31.55	32.08	32.63
Min. Inc. 1st 3,000										
Rate per 1,000										
Capped at 10,000 Gal	1.88	2.40	2.40	3.21	3.66	3.66	3.66	3.94	4.01	4.08
<u>Commercial Inside</u>										
Availability Charge	32.80	32.80	32.80	32.80	32.80	32.8	32.8	35.33	35.93	36.54
Min. Inc. 1st 6,000										
Rate per 1,000										
No Cap on Usage	2.64	3.38	3.38	3.47	3.52	3.52	3.52	3.79	3.86	3.92
<u>Commercial Outside</u>										
Availability Charge	41.00	41.00	41.00	41.00	41.00	41	41	44.16	44.91	45.67
Min. Inc. 1st 6,000										
Rate per 1,000										
No Cap on Usage	3.29	4.21	4.21	4.34	4.40	4.4	4.4	4.74	4.82	4.90
<u>Industrial Inside</u>										
Availability	56.23	56.23	56.23	56.23	56.23	56.23	56.23	60.56	61.59	62.64
Min. Inc. 1st 20,000										
Rate per 1,000										
No Cap on Usage	2.04	2.61	2.61	3.21	3.52	3.52	3.52	3.79	3.86	3.92
Over 500,000										

City of Eustis
Associated Rates Last Ten Years
(Continued)

Effective Date	Sewer Rates (Per 1,000 Consumed)									
	6/1/09	6/1/10	6/1/11	6/1/12	6/1/13	6/1/14	6/1/15	6/1/16	6/1/17	6/1/18
<u>Industrial Outside</u>										
Availability	70.29	70.29	70.29	70.29	70.29	70.29	70.29	75.7	76.99	78.30
Min. Inc. 1st 20,000										
Rate per 1,000										
No Cap on Usage										
Over 500,000	2.55	3.26	3.26	4.01	4.40	4.4	4.4	4.74	4.82	4.90
<u>RV Parks Inside</u>										
Availability	7.81	7.81	7.81	7.81	7.81	7.81	7.81	8.41	8.55	8.70
Min. Inc. 1st 1,000										
Rate per 1,000										
Over Min.	1.50	1.92	1.92	2.57	2.93	2.93	2.93	3.16	3.21	3.26
<u>RV Parks Outside</u>										
Availability	9.76	9.76	9.76	9.76	9.76	9.76	9.76	10.51	10.69	10.87
Min. Inc. 1st 1,000										
Rate per 1,000										
Over Min.	1.88	2.40	2.40	3.21	3.66	3.66	3.66	3.94	4.01	4.08
Percentage Increase	0.00%	1.67%	1.67%	1.34%	1.34%	0.00%	0.00%	7.70%	1.70%	1.70%

City of Eustis
Water Sold by Type of Customer
And Associated Rates Last Ten Years
(In Millions of Gallons)

Type of Customer	Fiscal Year									
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Residential										
Inside	697.15	637.18	666.42	631.37	587.57	574.45	533.81	635.57	654.78	587.57
Outside	193.25	175.55	192.98	187.39	175.31	180.88	158.76	220.22	215.50	201.89
Industrial										
Inside	1.30	3.30	2.28	1.84	3.78	3.57	6.94	1.85	1.58	2.19
Outside										
Commercial										
Inside	159.35	138.86	141.89	135.93	130.39	137.05	74.52	127.40	141.50	167.46
Outside	10.19	8.38	6.33	8.88	8.35	11.00	4.65	9.32	9.34	12.06
Other										
Inside	26.12	36.08	36.87	40.99	45.29	42.05	27.06	47.47	52.85	12.34
Outside	0.46	7.19	1.12	2.51	3.41	6.85	3.11	2.87	3.23	0.00
Total	<u>1,087.82</u>	<u>1,006.54</u>	<u>1,047.89</u>	<u>1,008.91</u>	<u>954.10</u>	<u>955.84</u>	<u>808.85</u>	<u>1,044.70</u>	<u>1,078.78</u>	<u>983.51</u>

Effective Date	Water Rates (Per 1,000 Consumed)									
	6/1/09	6/1/10	6/1/11	6/1/12	6/1/13	6/1/14	6/1/15	6/1/16	6/1/17	6/1/18
<u>Residential Inside</u>										
Availability Charge	8.21	8.53	8.87	9.22	9.58	9.96	9.96	10.73	10.91	11.09
Min. Inc. 1st 3,000										
4,000 to 20,000										
0 to 8,000	1.71	1.78	1.85	1.92	2.00	2.08	2.08	2.24	2.28	2.32
8,001 to 20,000	2.14	2.22	2.31	2.40	2.49	2.59	2.59	2.79	2.84	2.89
20,001 to 30,000	3.01	3.13	4.37	3.38	3.51	3.65	3.65	3.93	4.00	4.07
20,001, to 50,000										
Over 30,000	6.84	7.11	7.39	7.68	7.98	8.30	8.30	8.94	9.09	9.25
Over 50,000										
<u>Irrigation</u>										
0 to 12,000	2.14	2.22	2.31	2.40	2.49	2.59	2.59	2.79	2.84	2.89
0 to 30,000										
12,001 to 20,000	3.01	3.13	3.25	3.38	3.51	3.65	3.65	3.93	4.00	4.07
Over 20,000	6.84	7.11	7.39	7.68	7.98	8.30	8.30	8.94	9.09	9.25
30,001 to 100,000										
Over 100,000										
<u>Residential Outside</u>										
Availability Charge	10.26	10.67	11.09	11.53	11.98	12.45	12.45	13.41	13.64	13.87
Min. Inc. 1st 3,000										
4,000 to 20,000										
0 to 8,000	2.14	2.22	2.31	2.40	2.50	2.60	2.60	2.80	2.85	2.90
8,001 to 20,000	2.68	2.79	2.90	3.00	3.11	3.24	3.24	3.49	3.55	3.61
20,001 to 30,000	3.76	3.91	4.06	4.23	4.39	4.56	4.56	4.91	4.99	5.08
20,001, to 50,000										
Over 30,000	8.55	8.89	9.24	9.60	9.98	10.38	10.38	11.18	11.37	11.56
Over 50,000										
<u>Irrigation</u>										
0 to 12,000	2.68	2.79	2.90	3.00	3.11	3.24	3.24	3.49	3.55	3.61
0 to 30,000										
12,001 to 20,000	3.76	3.91	4.06	4.23	4.39	4.56	4.56	4.91	4.99	5.08
Over 20,000	8.55	8.89	9.24	9.60	9.98	10.38	10.38	11.18	11.37	11.56
30,001 to 100,000										
Over 100,000										

City of Eustis
Associated Rates Last Ten Years

(Continued)										
Water Rates (Per 1,000 Consumed)										
Effective Date	6/1/09	6/1/10	6/1/11	6/1/12	6/1/13	6/1/14	6/1/15	6/1/16	6/1/17	6/1/18
<u>Commercial Inside</u>										
Availability Charge	16.42	17.07	17.74	18.44	19.17	19.93	19.93	21.46	21.83	22.20
Min. Inc. 1st 6,000										
7,000 to 30,000										
0 to 30,000	1.71	1.78	1.85	1.92	2.00	2.08	2.08	2.24	2.28	2.32
Over 30,000	2.14	2.22	2.31	2.40	2.49	2.59	2.59	2.79	2.84	2.89
31,000 to 100,000										
Over 100,000										
<u>Irrigation</u>										
0 to 50,000		2.22	2.31	2.40	2.49	2.59	2.59			
50,001 to 100,000		3.13	3.25	3.38	3.51	3.65	3.65			
0 to 100,000	2.14	-	-	-	-			2.79	2.84	2.89
Over 100,000	3.86	4.01	4.17	4.33	4.50	4.68	4.68	5.04	5.13	5.21
<u>Commercial Outside</u>										
Availability Charge	20.53	21.34	22.18	23.05	23.96	24.91	24.91	26.83	27.28	27.75
Min. Inc. 1st 6,000										
7,000 to 30,000	2.14	2.22	2.31	2.40	2.50	2.60	2.60	2.80	2.85	2.90
Over 30,000	2.68	2.79	2.90	3.00	3.11	3.24	3.24	3.49	3.55	3.61
31,000 to 100,000										
Over 100,000										
<u>Irrigation</u>										
0 to 50,000		2.79	2.90	3.00	3.11	3.24	3.24			
50,001 to 100,000		3.91	4.06	4.23	4.39	4.56	4.56			
0 to 100,000	2.68	-	-	-	-			3.49	3.55	3.61
Over 100,000	4.83	5.02	5.22	5.41	5.63	5.85	5.85	6.30	6.41	6.52
<u>Industrial Inside</u>										
Availability	36.12	37.55	39.03	40.57	42.17	43.84	43.84	47.22	48.02	48.83
Min. Inc. 1st 20,000										
21,000 to 350,000										
0 to 350,000	1.71	1.78	1.85	1.92	2.00	2.08	2.08	2.24	2.28	2.32
Over 350,000	2.14	2.22	2.31	2.40	2.49	2.59	2.59	2.79	2.84	2.89
351,000 to 500,000										
Over 500,000										
<u>Industrial Outside</u>										
Availability	45.15	46.93	48.78	50.71	52.71	54.80	54.80	59.02	60.02	61.04
Min. Inc. 1st 20,000										
21,000 to 350,000										
0 to 350,000	2.14	2.22	2.31	2.40	2.50	2.60	2.60	2.80	2.85	2.90
Over 350,000	2.68	2.79	2.90	3.00	3.11	3.24	3.24	3.49	3.55	3.61
351,000 to 500,000										
Over 500,000										
<u>RV Parks Inside</u>										
Availability	2.73	2.84	2.95	3.07	3.19	3.32	3.32	3.58	3.64	3.70
Min. Inc. 1st 1,000										
Per 1,000 Gallons	1.71	1.78	1.85	1.92	2.00	2.08	2.08	2.24	2.28	2.32
<u>RV Parks Outside</u>										
Availability	3.41	3.54	3.68	3.84	3.99	4.15	4.15	4.47	4.55	4.62
Per 1,000 Gallons	2.14	2.22	2.31	2.40	2.50	2.60	2.60	2.80	2.85	2.90
Percentage Increase	0.00%	6.81%	6.81%	3.95%	3.95%	3.95%	0.00%	7.70%	1.70%	1.70%

Table 16

Golden Triangle Ad Valorem Tax Profile Last Ten Years September 30

Years	Population Estimates	Municipal Assessed and Taxable Values				Municipal Government Levies			Estimates of Unrealized Tax Revenues		
		Assessed Value	Per Capita Assessed Value	Taxable Value	Per Capita Taxable Value	Operating Millage	Total Taxes Levied	Per Capita Total Taxes Levied	Total Taxes Levied @ 10 Mills	Total Unrealized Tax Revenues	Per Capita Unrealized Tax Revenues
Eustis											
2017	20,827	1,233,559,079	59,229	901,284,294	43,275	7.5810	6,832,636	328	9,012,843	2,180,207	105
2016	20,768	1,143,712,632	55,071	827,179,133	39,830	7.5810	6,270,845	302	8,271,791	2,000,946	96
2015	19,986	1,104,344,556	55,256	789,442,770	39,500	7.5810	5,984,766	299	7,894,428	1,909,662	96
2014	19,455	1,064,435,060	54,713	759,474,327	39,037	7.5810	5,757,575	296	7,594,743	1,837,168	94
2013	19,214	1,032,711,614	53,748	731,877,188	38,091	7.5810	5,548,361	289	7,318,772	1,770,411	92
2012	18,573	1,042,894,874	56,152	726,027,791	39,091	6.7158	4,875,857	263	7,260,278	2,384,421	129
2011	18,483	1,109,326,219	60,019	774,381,491	41,897	6.2432	4,834,619	262	7,743,815	2,909,196	157
2010	18,210	1,225,470,432	67,297	849,796,649	46,660	5.6849	4,831,009	265	8,497,966	3,666,957	201
2009	18,275	1,375,471,107	75,265	948,505,840	51,902	5.1266	4,870,248	266	9,499,958	4,629,710	253
2008	18,354	1,500,333,355	81,744	1,022,325,397	55,700	4.7083	4,800,512	262	10,195,850	5,395,338	294
Tavares											
2017	16,865	1,334,152,546	79,108	805,835,637	47,782	7.0000	5,640,849	334	8,058,356	2,417,507	143
2016	15,922	1,248,326,072	78,403	732,019,797	45,975	7.1000	5,197,341	326	7,320,198	2,122,857	133
2015	15,430	1,183,767,406	76,719	674,603,678	43,720	6.6166	4,463,583	289	6,746,037	2,282,454	148
2014	14,930	1,133,286,067	75,907	635,693,342	42,578	6.7283	4,277,136	286	6,356,933	2,079,798	139
2013	14,411	1,062,464,247	73,726	602,559,312	41,812	6.4531	3,888,375	270	6,025,593	2,137,218	148
2012	14,056	1,055,879,616	75,119	592,010,315	42,118	6.4462	4,309,780	307	5,920,103	1,610,323	115
2011	14,015	1,101,381,095	78,586	625,512,364	44,632	6.8900	4,309,780	308	6,255,124	1,945,344	139
2010	13,333	1,172,251,270	87,921	676,263,560	50,721	6.9500	4,700,032	353	6,762,636	2,062,604	155
2009	13,329	1,324,432,399	99,365	810,116,659	60,779	6.2500	5,063,229	380	8,101,167	3,037,938	228
2008	13,344	1,410,921,652	105,735	869,300,751	65,145	6.2500	5,433,130	407	8,693,008	3,259,878	244
Mount Dora											
2017	13,916	1,271,644,334	91,380	1,007,521,506	72,400	6.3000	6,347,385	456	10,075,215	3,727,830	268
2016	13,818	1,196,064,987	86,558	940,285,927	68,048	5.9970	5,638,895	408	9,402,859	3,763,965	272
2015	13,519	1,155,838,167	85,497	906,012,014	67,018	5.9970	5,433,354	402	9,060,120	3,626,766	268
2014	13,182	1,111,101,442	84,289	872,835,967	66,214	5.9970	5,234,397	397	8,728,360	3,493,962	265
2013	12,895	1,079,326,453	83,701	846,434,428	65,641	5.6667	4,796,490	372	8,464,344	3,667,854	284
2012	12,693	1,088,473,061	85,754	833,882,478	65,696	5.6667	4,725,362	373	8,694,051	4,008,740	316
2011	12,557	1,135,964,767	90,465	869,405,079	69,237	5.6667	4,685,311	373	8,694,051	4,008,740	319
2010	11,687	1,204,229,554	103,040	919,851,972	78,707	5.0190	4,616,737	395	9,198,520	4,581,783	392
2009	11,100	1,323,059,750	119,195	994,673,443	89,610	5.0190	4,992,299	450	9,946,734	4,954,435	446
2008	11,290	1,421,135,869	125,876	1,059,952,506	93,884	5.0190	5,319,902	471	10,599,525	5,279,623	468

Source: Lake County Property Appraiser, FL Department of Revenue, and www.census.gov

Table 17

City of Eustis
Comparison of Taxes Levied
Lake County Cities
Last 10 Years

Millage Rate Data													
Ten Year Ranking	Ten Year Average	Current Year Ranking	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	
Astatula	6	6.2850	3	7.5000	7.5000	7.5000	7.5000	6.2500	6.2500	6.5000	4.8500	4.5000	4.5000
Clermont	12	3.5786	11	4.2061	4.2061	4.2061	3.7290	3.7290	3.1420	3.1420	3.1420	3.1420	3.1420
Eustis	5	6.6384	4	7.5810	7.5810	7.5810	7.5810	7.5810	6.7158	6.2432	5.6849	5.1266	4.7083
Fruitland Park	10	4.4237	12	3.9863	3.9863	4.7371	4.7371	4.7371	4.6442	4.3284	4.3600	4.3600	4.3600
Groveland	9	5.4631	9	5.2000	5.6000	5.9900	5.9900	5.4700	5.6000	5.6000	5.1800	5.1800	4.8205
Howey-in-the-Hills	2	8.3718	1	9.2750	9.2750	9.5177	9.5177	9.6147	8.6965	8.0000	7.0000	6.8317	5.9900
Lady Lake	13	3.3584	13	3.3962	3.3962	3.5510	3.7500	3.2808	3.2808	3.2808	3.2808	3.2808	3.0870
Leesburg	11	4.3029	10	4.2678	4.2678	4.2678	4.3179	4.3179	4.3179	4.3179	4.3179	4.3179	4.3179
Mascotte	1	8.3998	2	7.9316	8.3289	8.8138	9.3000	9.6147	9.6147	7.9800	6.8009	5.9990	
Minneola	7	5.8605	8	6.2795	6.1483	6.2069	6.2500	6.3676	6.3000	6.5716	5.4826	4.4990	4.4990
Montverde	14	2.8300	14	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300	2.8300
Mount Dora	8	5.6071	7	6.3000	5.9970	5.9970	5.9970	5.6667	5.6667	5.3891	5.0190	5.0190	5.0190
Tavares	4	6.7949	5	7.4680	7.4680	6.6166	7.1569	6.4531	6.4462	6.8900	6.9500	6.2500	6.2500
Umatilla	3	7.2831	6	7.1089	7.1089	7.2980	7.2980	8.2480	8.2480	7.6419	6.8795	6.5000	6.5000

Taxable Value Data													
Ten Year Ranking	Ten Year Average	Current Year Ranking	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	
Astatula	14	57,353,361	14	51,415,067	48,876,443	46,622,054	45,898,968	44,304,713	46,634,419	48,887,670	55,200,614	62,104,008	68,389,036
Clermont	1	2,267,408,696	1	2,565,632,099	2,318,051,719	2,137,342,296	1,913,143,811	1,779,778,790	1,727,135,063	1,783,353,568	1,909,837,041	2,204,240,070	2,425,735,458
Eustis	5	832,294,318	5	900,090,260	821,891,967	789,822,738	759,474,327	731,877,188	726,027,791	774,381,491	849,796,649	949,995,773	1,019,584,999
Fruitland Park	9	220,103,907	8	491,629,188	299,998,272	171,725,009	166,509,788	155,620,901	158,844,217	165,944,410	182,288,845	198,350,231	210,128,211
Groveland	7	512,322,291	7	704,257,059	597,605,092	524,853,574	440,521,478	383,166,725	370,543,703	411,431,778	474,115,780	560,708,458	656,019,264
Howey-in-the-Hills	13	79,514,350	13	79,042,587	76,445,701	73,407,900	69,360,137	66,993,515	69,355,277	73,537,602	86,986,584	93,606,449	106,407,748
Lady Lake	4	869,086,479	3	1,038,164,339	963,663,690	908,771,115	848,399,715	800,177,265	785,977,451	803,142,992	825,109,209	860,701,094	856,757,921
Leesburg	2	1,232,290,110	2	1,246,362,118	1,174,311,921	1,137,664,888	1,122,306,179	1,115,945,021	1,117,555,183	1,166,846,961	1,279,178,648	1,432,357,813	1,530,372,368
Mascotte	10	124,238,096	11	122,304,300	111,968,529	106,382,600	100,199,726	93,636,009	92,221,353	112,177,109	138,901,308	171,951,043	192,638,978
Minneola	8	398,785,892	9	485,781,705	417,830,424	380,294,307	347,170,303	314,526,998	308,787,481	331,707,253	389,733,172	464,141,044	547,886,236
Montverde	12	84,888,028	12	90,333,971	84,041,068	80,106,931	77,993,811	74,975,605	74,114,218	76,200,639	90,736,941	97,261,627	103,115,467
Mount Dora	3	925,028,769	4	1,006,953,873	940,285,927	906,012,014	872,835,967	846,434,428	833,882,478	869,405,079	919,851,972	994,673,443	1,059,952,506
Tavares	6	702,613,903	6	808,059,254	732,019,797	674,603,678	635,693,342	602,559,312	592,010,315	625,512,364	676,263,560	810,116,659	869,300,751
Umatilla	11	122,001,840	10	128,475,312	123,364,926	119,585,864	111,983,448	107,091,370	109,298,959	114,930,357	128,678,915	136,059,922	140,549,326

Total Taxes Levied Data													
Ten Year Ranking	Ten Year Average	Current Year Ranking	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	
Astatula	13	345,490	13	385,613	366,573	349,665	344,242	276,904	291,465	317,770	267,723	279,468	307,751
Clermont	1	7,514,722	1	10,791,305	9,749,957	8,989,875	7,134,113	6,636,795	5,426,658	5,603,297	6,000,112	6,925,722	7,621,661
Eustis	2	5,455,999	2	6,823,584	6,230,763	5,987,646	5,757,575	5,548,361	4,875,857	4,834,619	4,830,822	4,870,248	4,800,512
Fruitland Park	10	952,683	9	1,959,781	1,195,883	813,479	788,774	737,192	737,704	718,274	794,779	864,807	916,159
Groveland	7	2,778,854	6	3,662,137	3,346,589	3,143,873	2,638,724	2,095,922	2,075,045	2,304,018	2,455,419	2,904,470	3,162,341
Howey-in-the-Hills	12	652,233	12	733,120	709,034	698,674	660,149	644,123	603,148	588,301	608,906	639,491	637,382
Lady Lake	6	2,921,885	7	3,525,814	3,272,795	3,227,046	3,181,499	2,625,222	2,578,635	2,634,952	2,704,288	2,823,788	2,644,812
Leesburg	3	5,301,039	5	5,319,224	5,011,728	4,855,326	4,846,006	4,818,539	4,825,492	5,038,328	5,502,974	6,184,778	6,607,995
Mascotte	9	1,007,114	10	970,069	932,575	937,635	931,857	900,282	886,681	1,078,549	1,108,432	1,169,422	1,155,641
Minneola	8	2,296,753	8	3,050,466	2,568,947	2,360,449	2,169,814	2,002,782	1,945,361	2,179,847	2,136,751	2,088,171	2,464,940
Montverde	14	240,233	14	255,645	237,836	226,703	220,722	212,181	209,743	215,648	256,786	275,250	291,817
Mount Dora	4	5,178,150	3	6,343,809	5,638,895	5,433,354	5,234,397	4,796,490	4,725,362	4,685,311	4,611,716	4,992,266	5,319,902
Tavares	5	4,744,890	4	6,034,587	5,466,724	4,463,583	4,549,594	3,888,375	3,543,182	4,309,780	4,696,716	5,063,229	5,433,130
Umatilla	11	882,658	11	913,318	876,989	872,738	817,255	883,290	901,498	878,286	885,247	884,389	913,571

Source: www.dor.state.fl.us and Lake County Property Appraiser

**CITY OF EUSTIS, FLORIDA
PRINCIPAL EMPLOYERS
CURRENT YEAR**

EMPLOYER	2014-15		2015-16		2016-17		2017-18	
	# EMPLOYEES	RANK	# EMPLOYEES	RANK	# EMPLOYEES	RANK	# EMPLOYEES	RANK
Publix	286	1	280	1	273	1	287	1
City of Eustis	223	2	225	2	223	2	222	2
Ruleme Center	193	3	193	3	191	3	178	3
Bayview Center	163	4	165	4	165	4	156	4
Lake Eustis Care Center	136	5	122	5	132	5	128	5
Eustis High School	122	6	126	6	125	6	128	6
Winn Dixie	120	7	120	7	120	7	86	10
Eustis Middle School	101	9	100	8	99	9	100	9
Eustis Heights Elementary	97	10	96	9	103	8	117	8
Eustis Elementary							63	12
Burke Industries (Mercer Products)	86	11	75	11	74	11	66	11
Florida Food Products	-	-	86	10	86	10	118	7
	<u>1,527</u>		<u>1,588</u>		<u>1,591</u>		<u>1,649</u>	

OTHER REPORTS

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and City Commissioners City of Eustis
Eustis, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Eustis, Florida (the City) as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 22, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Certified Public Accountants

P.O. Box 141270 • 222 N.E 1st Street • Gainesville, Florida 32614-1270 • (352) 378-2461
Laurel Ridge Professional Center • 2347 S.E. 17th Street • Ocala, Florida 34471 • (352) 732-3872
443 East College Avenue • Tallahassee, Florida 32301 • (850) 224-7144
5001 Lakewood Ranch Blvd. N., Suite 101 • Sarasota, Florida 34240 • (941) 907-0350
1560 N. Orange Ave., Suite #450 • Winter Park, Florida 32789
MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Honorable Mayor and City Commissioners City of Eustis
Eustis, Florida

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS
(Concluded)**

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Purvis, Gray and Company, LLP

March 22, 2019
Ocala, Florida



MANAGEMENT LETTER

Honorable Mayor and City Commissioners City of Eustis
Eustis, Florida

Report on the Financial Statements

We have audited the financial statements of the City of Eustis, Florida (the City), as of and for the fiscal year ended September 30, 2018, and have issued our report thereon dated March 22, 2019.

Auditors' Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, *Rules of the Auditor General*.

Other Reporting Requirements

We have issued our Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*, and Independent Accountants' Report on an examination conducted in accordance with American Institute of Certified Public Accountants *Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, *Rules of the Auditor General*. Disclosures in those reports and schedule, which are dated March 22, 2019, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., *Rules of the Auditor General*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., *Rules of the Auditor General*, requires that the name or official title and legal authority for the primary government be disclosed in this management letter, unless disclosed in the notes to the financial statements. This information is disclosed in Note 1 to the financial statements.

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), *Rules of the Auditor General*, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the City has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the City did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Certified Public Accountants

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MEMBERS OF AMERICAN AND FLORIDA INSTITUTES OF CERTIFIED PUBLIC ACCOUNTANTS
MEMBER OF AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS PRIVATE COMPANIES AND S.E.C. PRACTICE SECTIONS

Honorable Mayor and City Commissioners City of Eustis
Eustis, Florida

MANAGEMENT LETTER
(Concluded)

Financial Condition and Management (Concluded)

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), *Rules of the Auditor General*, we applied financial condition assessment procedures for the City. It is management's responsibility to monitor the City's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same.

Section 10.554(1)(i)2., *Rules of the Auditor General*, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Additional Matters

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but warrants the attention of those charged with governance. In connection with our audit, we did not note any such findings.

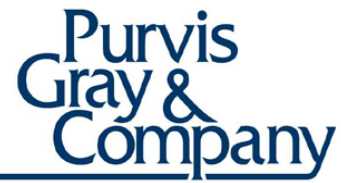
Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, State granting agencies, the Honorable Mayor, City Commissioners, and applicable management, and is not intended to be, and should not be, used by anyone other than these specified parties.

We wish to take this opportunity to thank you and your staff for the cooperation and courtesies extended to us during the course of our audit. Please let us know if you have any questions or comments concerning this letter, our accompanying reports, or other matters.

Purvis, Gray and Company, LLP

March 22, 2019
Ocala, Florida



**INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE
WITH SECTION 218.415, FLORIDA STATUTES**

Honorable Mayor and City Commissioners City of Eustis
Eustis, Florida

We have examined City of Eustis, Florida (the City) compliance with requirements of Section 218.415, Florida Statutes, as of and for the year ended September 30, 2018, as required by Section 10.556(10)(a), *Rules of the Auditor General*.

Management is responsible for the City's compliance with those requirements. Our responsibility is to express an opinion on the City's compliance based on our examination.

Our examination was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants and, accordingly, including examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the City's compliance with specific requirements.

In our opinion, the City complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2018.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the House of Representatives, the Florida Auditor General, Federal and other granting agencies, the Council Members, and applicable management, and is not intended to be, and should not be, used by anyone other than those specified parties.

Purvis Gray and Company, LLP

March 22, 2019
Ocala, Florida

Certified Public Accountants

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In Loving Memory of
Commissioner Carla Gnann-Thompson
1954 - 2019

City of Eustis, Florida
10 North Grove Street
P.O. Drawer 68
Eustis, Florida 32726-0068
www.eustis.org



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: APPOINTMENT TO THE CODE ENFORCEMENT BOARD (CEB) - KAREN SARTELE

Introduction:

This item is for consideration of the appointment of Karen Sartele to the CEB for a partial term to expire 10/31/2021.

Background:

The CEB is made up of seven members and two alternate members with each member serving a three-year term. Currently, there are only five Board members with two full member vacancies as well as both alternate positions being vacant. If approved, Ms. Sartele will serve a partial term until October 31, 2021 and then be eligible for appointment to a full three-year term.

Recommended Action:

Staff recommends Commission approval of the appointment of Karen Sartele to the CEB.

Attachments:

[Sartele Board Application](#)
[CEB Roster as of Dec 2018](#)
[Article III - Code Enforcement](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 29 Mar 2019
Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: APPOINTMENT TO THE CODE ENFORCEMENT BOARD (CEB) - KAREN SARTELE

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Recommended Action:

Staff recommends Commission approval of the appointment of Karen Sartele to the CEB.

Attachments:

[Sartele Board Application](#)
[CEB Roster as of Dec 2018](#)
[Article III - Code Enforcement](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 29 Mar 2019
Approved - 29 Mar 2019

[Close Window](#)**VOLUNTEER CODE ENFORCEMENT BOARD**Rating:

Date Submitted: 7/16/2018 8:19:39 AM

Job Application

Karen H Sartele

CURRENT INFO204 West Blue Water Edge Dr
Eustis, FL 32736352-223-3799
352-223-3799
karensartele@gmail.com**PREVIOUS INFO****EMPLOYMENT INFO**Will Work: Part Time
Times:
Date Available: 08/01/2018Hours Available: 4
Travel: No**SKILLS**

Foreign languages spoken fluently:

Software	Skill Level	Last Used	Experience
Microsoft Word	Beginner	Currently	10 years

EXPERIENCERealtor
ReMax Premiere Realty0101/2005 - 00/00/0000
18097 Hwy. 441
Mount Dora, 32757
352-735-4060

Supervisor Name: Nancy Diechman

Real Estate

Salary: \$1

Reason for leaving: Current

Number Supervised: 0

Hours Worked: 40

EDUCATION

Do you have a high school diploma or GED? Yes

Some College Nursing
Charity Nursing School

New Orleans/LA

REFERENCESJoan Altman, Retired
206 West Blue Water Edge Dr, Eustis FL, 32736N/a
352-445-4121**MISCELLANEOUS**

1. Have you ever been convicted, plead guilty or no contest to, had prosecution deferred or adjudication withheld on a felony or first-degree misdemeanor in any jurisdiction? No
2. Do you have any pending criminal charges? No
3. Are you legally eligible for employment in the United States of America? Yes
4. Have you ever been discharged for any reason from any job? No
5. Have you ever been employed by the City of Eustis? No
6. Are any members of your family or relatives employed by the City of Eustis? No
7. Maiden or other names under which you may have worked or gone to school:
8. Do you possess a current, VALID Florida driver license? Yes
9. Which driver license do you possess: E,
10. Other driver license endorsement:
11. Construction Vehicles/Equipment you can operate:
12. Active licenses, certificates or registrations:

1/11/2019

Application Review : Human Resources

Realtor March 31, 2019

13. Organizations which you belong to that are relevant to the job:

14. Have you ever been arrested, received a notice to appear, charged, convicted, pled nolo contendere or pled guilty to any criminal violation, regardless if the record was sealed or expunged?
(For Sworn Police applications only)

N/A

Comments:

VETERANS' PREFERENCE

Do you wish to claim Veteran's Preference? No

Veteran Type:

EUSTIS, FL CODE ENFORCEMENT BOARD	
Stephanie L. Carder 1101 Club Hills Dr. Eustis, FL 32726 H: 352-589-1474 C: 352-455-8743 stefflee@aol.com Term Expires: 2/28/2020	James P. Hagarty 34142 Parkview Ave. Eustis, FL 32736 H: 509-728-1776 shamus50@gmail.com Term Expires: 7/31/2019
Alan Paczkowski 418 W. Blue Water Edge Drive Eustis, FL 32736-2258 (352) 357-5859 lakepacz@3rddoor.com Term Expires: 7/2/2020	Alternate: Vacant Term Expires: 12/31/2019
Vacant Term Expires: 3/31/2021	Alternate: Vacant Term Expires: 12/31/2019
Vacant Term Expires: 10/31/2021	
Russell "Alan" Johnson 1208 Chesterfield Ct. Eustis, FL 32726 PH: 206-291-5621 guynextdoorSEA@aol.com Term Expires: 03/31/2019	Board Attorney: Kevin M. Stone, Esq. Stone & Gerken, P.A. 4850 North Hwy 19A Mount Dora, FL 32757 357-0330 kevin@stoneandgerken.com
George Asbate 751 Old Mount Dora Road Eustis, FL 32726 PH: 407-947-2148 george@megafl.com Term Expires: 12/31/2021	City Staff Attorney: Zachary Broome for Derek Schroth Bowen & Schroth, PA 600 Jennings Avenue Eustis, FL 32726 589-1414 off 589-1726 fax m-f 9-5 zbroome@bowenschroth.com

ARTICLE III. CODE ENFORCEMENT*

(*State law references: Code enforcement, F.S. ch. 162.)

DIVISION 2. BOARD*

(*State law references: Code enforcement board, F.S. § 162.005.)

Sec. 2-86. Creation.

There is created a local government code enforcement board pursuant to F.S. ch. 162 for the city.

(Code 1959, § 2-4)

Sec. 2-87. Appointments.

(a) The city commission shall appoint a code enforcement board consisting of seven regular members and two alternate members. At any meeting where the code enforcement manager determines that one or more regular board members will not be present for the meeting, the alternate members shall be called. The city commission shall also appoint legal counsel for the code enforcement board. Members of the code enforcement board shall be residents of the city. Appointments shall be made in accordance with applicable ordinances on the basis of experience or interest in the subject matter jurisdiction of the board in the sole discretion of the city commission. The membership of the code enforcement board shall, whenever possible, include an architect, a businessperson, an engineer, a general contractor, a subcontractor, and a realtor.

(b) All appointments shall be made for a term of three years. A member may be reappointed for successive terms upon approval of the city commission. Appointments to fill any vacancy on the code enforcement board shall be for the remainder of the unexpired term in office.

(c) Members cannot hold public office or another position with the city.

(d) Members shall serve in accordance with all city ordinances and may be removed for cause.

(e) The city commission shall provide legal, clerical and administrative personnel as required.

(Code 1959, §§ 2-5, 2-8; Ord. No. 03-60, § 1, 8-7-2003)

State law references: Similar provisions, F.S. § 162.05(2).

Sec. 2-88. Officers.

(a) The officers of the code enforcement board shall be a chair and a vice-chair. Nomination of the chair and vice-chair shall be made from the members at the annual organizational meeting in January of each year, and the election shall be held immediately thereafter.

(b) A candidate receiving a majority of the votes cast shall be declared elected and shall serve a term of one year or until a successor shall take office.

(c) The chair shall preside at all meetings and hearings of the board. The chair shall be one of the members of the board. The chair shall have the privilege of discussing all matters before the board and shall have the same voting rights as all board members.

(Code 1959, § 2-9(G), (H))

State law references: Similar provisions, F.S. § 162.05(4).

Sec. 2-89. Compensation.

(a) Members of the code enforcement board shall serve without compensation.

(b) With city manager authorization, reimbursement could be made for travel, mileage and per diem expenses incurred.

(Code 1959, § 2-8(A))

State law references: Compensation, F.S. § 162.05(4).

Sec. 2-90. Removal from office.

(a) The city commission may remove any member of the code enforcement board for cause upon written notice and after public hearing. Any vacancy occurring during the unexpired term of office of any member shall be filled by appointment of the city commission for the remainder of the term. Such vacancy shall be filled within 30 days after the vacancy occurs.

(b) If any member fails to attend two of three successive meetings without cause and without prior approval of the chair, the code enforcement board shall declare the member's office vacant, and the city commission shall promptly fill such vacancy.

(Code 1959, §§ 2-8(B), 2-9(F))

State law references: Similar provisions, F.S. § 162.05(3)(e).

Sec. 2-91. Rules and procedures.

(a) Rules and procedures not inconsistent with this Code may be adopted by the code enforcement board during a regular meeting by the affirmative vote of at least four members of the board, provided notice of the proposed change is given to the board at a preceding regular meeting.

(b) The provisions of these rules and procedures shall be discussed and/or adopted or readopted by the board annually at its regular organizational meeting.

(Code 1959, § 2-9(I)(1), (2))

State law references: Authority to adopt rules of procedure, F.S. § 162.05(1).

Sec. 2-92. Meetings.

(a) All meetings, regular or special, and all hearings, shall be open to the public in accordance with the provisions of F.S. § 286.011.

(b) The January meeting of each year shall be an organizational meeting/workshop, to be held at 2:00 p.m., in the city commission room, city hall, for the purpose of election of officers and adopting rules and procedures, including establishing a schedule of regular meetings.

(Code 1959, § 2-9(B), (I)(3))

Sec. 2-93. Quorum.

A quorum of the code enforcement board shall consist of four or more members, and an affirmative vote of a majority of those present and voting shall be necessary to pass any motion or adopt any order. Voting shall be done by voice vote and shall be recorded by individual "aye" or "nay."

(Code 1959, § 2-9(C), (D))

State law references: Similar provisions, F.S. §§ 162.05(4), 162.07(4).

Sec. 2-94. Abstention.

Each member of the code enforcement board present shall cast an "aye" or "nay" vote on each question before the board, except as provided for voting conflicts pursuant to F.S. § 112.3143. In such event, he must file a memorandum of voting conflict with the secretary of the board as prescribed by F.S. § 112.3143(3)(a).

(Code 1959, §§ 2-9(E), 2-10(B)(1))

State law references: Conflict of interest, F.S. § 112.311 et seq.

Sec. 2-95. Jurisdiction.

The code enforcement board shall hear and decide violations of the city Code and ordinances where a pending or repeated violation continues to exist.

(Code 1959, § 2-6)

State law references: Similar provisions, F.S. § 162.02.

Sec. 2-96. Powers.

The code enforcement board shall have the power to:

- (1) Subpoena alleged violators and witnesses to its hearings. Subpoenas may be served by the sheriff of the county or police department of the city.
- (2) Subpoena evidence.
- (3) Take testimony under oath.
- (4) Issue orders having the force of law commanding whatever steps are necessary to bring a violation into compliance.
- (5) Establish a time frame for compliance.

(Code 1959, § 2-7)

State law references: Similar provisions, F.S. § 162.08.

Sec. 2-97. Conflict of interest.

(a) No member of the code enforcement board shall have any interest, be it financial or otherwise, direct or indirect, or engage in any business transaction or professional activity, or incur any obligation which is in conflict with the proper discharge of his duties in the public interest in accordance with F.S. ch. 112.

(b) No member shall appear before the city commission, or any commission, committee or board of the city, as agent, attorney or representative of any person, except when representing property he owns.

(Code 1959, §§ 2-8(C), 2-10(B)(2))

Secs. 2-98--2-125. Reserved.



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: EUSTIS CITY COMMISSION
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: APPOINTMENT TO EUSTIS HOUSING AUTHORITY - RONNIE BUGGS

Introduction:

The purpose of this report is for the Commission to consider the appointment of Ronnie Buggs to the Eustis Housing Authority (EHA) for a partial term to fill a vacant position on the board. If approved, this term will expire 9/17/2021 after which Mr. Buggs will be eligible for appointment to a full four-year term.

Background:

Previously, James Trent served on the EHA Board in this vacant position; however, Mr. Trent regrettably passed away recently. Director Horace Jones has asked the Commission to appoint Ronnie Buggs to this vacant position.

Recommended Action:

Appoint Ronnie Buggs to the EHA Board of Directors.

Attachments:

[Board Application - Ronnie Buggs](#)

[EHA Board Recommendation](#)

[EHA Member Roster as of 3-27-2019](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 29 Mar 2019
Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: EUSTIS CITY COMMISSION
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: APPOINTMENT TO EUSTIS HOUSING AUTHORITY - RONNIE BUGGS

Introduction:

The purpose of this report is for the Commission to consider the appointment of Ronnie Buggs to the Eustis Housing Authority (EHA) for a partial term to fill a vacant position on the board. If approved, this term will expire 9/17/2021 after which Mr. Buggs will be eligible for appointment to a full four-year term.

Background:

Previously, James Trent served on the EHA Board in this vacant position; however, Mr. Trent regrettably passed away recently. Director Horace Jones has asked the Commission to appoint Ronnie Buggs to this vacant position.

Recommended Action:

Appoint Ronnie Buggs to the EHA Board of Directors.

Attachments:

[Board Application - Ronnie Buggs](#)

[EHA Board Recommendation](#)

[EHA Member Roster as of 3-27-2019](#)

Reviewed by:

Ronald Neibert, City Manager

Mary Montez, City Clerk

Approved - 29 Mar 2019

Approved - 29 Mar 2019

City of Eustis, Florida
BOARD/COMMITTEE APPLICATION FORM

Name Ronnie Buggs Address 614 Park St. Eustis, FL 32726
Home Phone 352-702-7191 Work Phone N/A City resident: Yes ☒ No ☐

Interested/willing to serve on the Eustis Housing Authority (Board/Committee)

Age 64 Social Security # [REDACTED] FL Drivers License [REDACTED]

Marital Status Married Education/Training H.S. Diploma Eustis High School
class of 1972 / Former Cert. Corr. Officer / Former Cert. cook

Employer (Name & type of business activity) last job Supv. Environmental Services FLA.
Hosp. Waterman Eustis, Apopka & Altamonte Springs between 1996-2004

Business Address N/A Position Unemployed / Retired

Training or experience related to the business/activities/duties of this Board/Committee:

Supervised Environmental Service Dept. at FLA Hosp. Abiding by all
by laws of Staff and materials to perform duties. To maintain ^{within} ~~stay~~ budget.

Professional/Business affiliations Serve as current member at Deacon board
at local church. Former Cert. Corr. Officer LCSD / Completed
Cullianow Arts Program Cert Cook/Chet Former member of BSA troop
1/podrr.

References (Name, address and telephone number):

- Hersing Green P.O. Box 268 Tavares, FL 32778 352-602-9453 C
352-253-6058 W
- Bro. Richard Allen 321 W. Lakerview Ave. Eustis, FLA 404-456-9726
352-636-4319 C
- Sacred Whitney 18610 US Hwy 441 Mt. Dora 32757 352-385-3948 W

I am willing to commit 6 hours per week/month to this board/committee. I will attend meetings in accordance with the adopted policies of the City. I understand that as an appointed member of this board/committee, I am subject to the requirements and restrictions of the Florida Sunshine Law. If at any time my business or professional interests conflict with the interests of this board/committee, I will not participate in such deliberations.

Signature Ronnie Buggs Date 03/18/2019

Return to: City Clerk • City of Eustis • P.O. Drawer 68 • Eustis, FL 32727-0068 • Telephone: 483-5440

From: [Horace Jones](#)
To: [Montez, Mary](#)
Subject: EHA Board Candidate - Ronnie Buggs
Date: Tuesday, March 19, 2019 6:23:53 PM

Good Afternoon Mary,

Please accept this as notification that the Eustis Housing Authority board of commissioners would like for Mr. Ronnie Buggs to be considered for appointment. Mr. Buggs attended the February 26, 2019 board meeting and there were no concerns expressed about his appointment to the board.

Please let me know if you have any questions or need additional information.

Best Regards,

Horace J. Jones
Executive Director
Eustis Housing Authority
Ph: (352) 357-4851 ext. 102
Fax: (352) 357-1792

EUSTIS HOUSING AUTHORITY(EHA)

Five Member Board – 4-Year Term (from date of appointment)

The Eustis City Commission appoints the Board of Directors because the State of Florida declared the EHA a dependent unit of the City of Eustis. The EHA is funded by the Federal Government.

HORACE J. JONES, <u>Executive Director</u> 1000 Wall Street, #60 357-4851 (Work) 357-8081 (Fax)	THEMA LEFLORE 401 W. Seminole Ave. 357-9424 (Home and Work) Appointed 2/19/2015 Reappointed 11/5/2015 Expires 10/31/2019
FAYE WEAVER 1518 Jefferson Drive, Mount Dora Appointed 11/7/2013 Reappointed 4/20/2017 Expires 5/31/2021	DR. HUGH BROCKINGTON II P. O. Box 1998 827 Edgewater Circle (352) 267-7806 Appointed 1/6/2017 Reappointed 3/16/2017 Expires 1/17/2021
JASMINE MELENDEZ (Resident Member) 1403 Rose Lane (347) 876-2485 Appointed: 1/18/2018 Reappointed: 1/3/2019 Expires 10/31/2022	VACANT (Previously held by James Trent) Expires 9/17/2021

Board Attorney – Scott Gerken



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: REAPPOINTMENT TO THE CODE ENFORCEMENT BOARD (CEB) -
RUSSELL JOHNSON

Introduction:

This item is for the consideration of the reappointment of Russell Johnson to the CEB.

Background:

The CEB is made up of seven members and two alternate members with each member serving a three-year term. Currently, there are only five Board members with two full member vacancies as well as both alternate positions being vacant. Whenever there is not a quorum, the City must rely on the Special Master to consider any code enforcement cases.

Mr. Johnson was initially appointed to the CEB in November 2017 for a partial term which expired March 31, 2019. Attached is his request for reappointment. If approved, his new term of office will expire March 31, 2022.

Recommended Action:

Staff recommends approval of the reappointment of Russell Johnson to the Code Enforcement Board for a full three-year term.

Attachments:

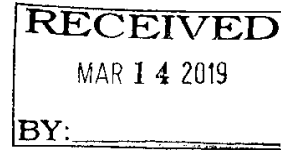
[Johnson Reappt Request Ltr](#)
[CEB Roster as of Dec 2018](#)
[Article III - Code Enforcement](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 12 Apr 2019
Approved - 12 Apr 2019

City of Eustis
P.O. Drawer 68
Eustis, Florida 32727



RE: Reappointment Status (Please check the appropriate box, fill in the remaining information, and sign below)

Dear Sir or Madam:

☐ I no longer wish to serve on the following Board.
Effective Date: _____

☒ Please accept this form as a request for reappointment to the following Board.
Your consideration is appreciated.

Board: R. Alan
RUSSELL JOHNSON

Name: CODE ENFORCEMENT BOARD

The date I am able to attend the Eustis City Commission Meeting is: 4/18/19 ^{AM}

My address is: 1208 Chesterfield Ct, Eustis FL 32726

My telephone number is: 206-291-5621

My e-mail address is: GuynextdoorSEA@AOL.com

Sincerely,

Signature: R. Alan Johnson Date: 3/1/19

Alan Johnson

1208 Chesterfield Court
Eustis, FL 32726
(206) 291-5621

Email: Guynextdoorsea@aol.com

PROFESSIONAL EXPERIENCE:

Through The Years Vintage Market, Inc. Tavares FL Owner/Operator 2014 - present

Mednax, Inc. Medical Conglomerate with over 5000 medical doctor employees 2/2015 to 4/2016
Manager, Accounts Payable Plantation, FL NYSE: MD 2016 Revenue: 3.18B Total Employees: 12,000+

Managed daily Accounts Payable operations for multiple Corporations. Reengineered existing processes or created new processes and systems to increase productivity, reduce errors, reduce risk and identify and cost reduction opportunities during a period of many corporate acquisitions.

- Managed Accounts Payable integrations from acquisitions, on average one a month.
- Increased the Invoices Processed per Hour by 22%; Reduced Overtime by 75%.
- Created Key Performance Indicators to measure performance and drive initiatives.
- Wrote Return on Investment documents, Business requirements and negotiate with vendors to improve the Accounts Payable operations through increased technology.

HeartWare, Inc. A medical device manufacturing company 9/2011 to 1/2015
Manager, Accounts Payable Miami Lakes, FL NASDAQ: HTWR 2011 Rev: 82.8M 2014 Rev: 278.4M

Managed daily Accounts Payable operations for multiple international and domestic companies during a period of rapid growth due to FDA approval of their medical device.

- Implemented Document Imaging, ACH Payments & SEPA Payments for European Entities.

Kerzner International Resorts, Inc. D/B/A Atlantis Hotels Bahamas & Dubai 4/2008 to 9/2011
Manager, Accounts Payable 2011 Rev: 711M

- Analyzed and modified the existing processes and procedures to Centralize, increase productivity and accuracy while reducing FTE head count by 40% and reducing risk to the company through tighter controls and productivity measurement.

DHL Express, USA through acquisition of Airborne Express a fortune 500 company 2000 – 3/2008

Supervisor – Accounts Payable, Business Analyst Seattle, WA & Plantation FL

- Manage Projects, including the successful centralization of Accounts Payable departments from Houston & Seattle to the new DHL Corporate office in Plantation, Florida which included hiring and organizing the training of an entirely new staff of 12 as well as migrating all the jobs off-shore to Costa Rica.

Expeditors International of Washington, Inc. A fortune 500 company 1995-2000

Senior Accountant, Export Accountant & Staff Accountant

- Inter-company accounting, operational accounting, GL Accounting & Airline Payables

APM, Accredited Payables Manager certification April 2011-2016

EUSTIS, FL CODE ENFORCEMENT BOARD	
Stephanie L. Carder 1101 Club Hills Dr. Eustis, FL 32726 H: 352-589-1474 C: 352-455-8743 stefflee@aol.com Term Expires: 2/28/2020	James P. Hagarty 34142 Parkview Ave. Eustis, FL 32736 H: 509-728-1776 shamus50@gmail.com Term Expires: 7/31/2019
Alan Paczkowski 418 W. Blue Water Edge Drive Eustis, FL 32736-2258 (352) 357-5859 lakepacz@3rddoor.com Term Expires: 7/2/2020	Alternate: Vacant Term Expires: 12/31/2019
Vacant Term Expires: 3/31/2018	Alternate: Vacant Term Expires: 12/31/2019
Vacant Term Expires: 10/31/2021	
Russell "Alan" Johnson 1208 Chesterfield Ct. Eustis, FL 32726 PH: 206-291-5621 guynextdoorSEA@aol.com Term Expires: 03/31/2019	Board Attorney: Kevin M. Stone, Esq. Stone & Gerken, P.A. 4850 North Hwy 19A Mount Dora, FL 32757 357-0330 kevin@stoneandgerken.com
George Asbate 751 Old Mount Dora Road Eustis, FL 32726 PH: 407-947-2148 george@megafl.com Term Expires: 12/31/2021	City Staff Attorney: Zachary Broome for Derek Schroth Bowen & Schroth, PA 600 Jennings Avenue Eustis, FL 32726 589-1414 off 589-1726 fax m-f 9-5 zbroome@bowenschroth.com

ARTICLE III. CODE ENFORCEMENT*

(*State law references: Code enforcement, F.S. ch. 162.)

DIVISION 2. BOARD*

(*State law references: Code enforcement board, F.S. § 162.005.)

Sec. 2-86. Creation.

There is created a local government code enforcement board pursuant to F.S. ch. 162 for the city.

(Code 1959, § 2-4)

Sec. 2-87. Appointments.

(a) The city commission shall appoint a code enforcement board consisting of seven regular members and two alternate members. At any meeting where the code enforcement manager determines that one or more regular board members will not be present for the meeting, the alternate members shall be called. The city commission shall also appoint legal counsel for the code enforcement board. Members of the code enforcement board shall be residents of the city. Appointments shall be made in accordance with applicable ordinances on the basis of experience or interest in the subject matter jurisdiction of the board in the sole discretion of the city commission. The membership of the code enforcement board shall, whenever possible, include an architect, a businessperson, an engineer, a general contractor, a subcontractor, and a realtor.

(b) All appointments shall be made for a term of three years. A member may be reappointed for successive terms upon approval of the city commission. Appointments to fill any vacancy on the code enforcement board shall be for the remainder of the unexpired term in office.

(c) Members cannot hold public office or another position with the city.

(d) Members shall serve in accordance with all city ordinances and may be removed for cause.

(e) The city commission shall provide legal, clerical and administrative personnel as required.

(Code 1959, §§ 2-5, 2-8; Ord. No. 03-60, § 1, 8-7-2003)

State law references: Similar provisions, F.S. § 162.05(2).

Sec. 2-88. Officers.

(a) The officers of the code enforcement board shall be a chair and a vice-chair. Nomination of the chair and vice-chair shall be made from the members at the annual organizational meeting in January of each year, and the election shall be held immediately thereafter.

(b) A candidate receiving a majority of the votes cast shall be declared elected and shall serve a term of one year or until a successor shall take office.

(c) The chair shall preside at all meetings and hearings of the board. The chair shall be one of the members of the board. The chair shall have the privilege of discussing all matters before the board and shall have the same voting rights as all board members.

(Code 1959, § 2-9(G), (H))

State law references: Similar provisions, F.S. § 162.05(4).

Sec. 2-89. Compensation.

(a) Members of the code enforcement board shall serve without compensation.

(b) With city manager authorization, reimbursement could be made for travel, mileage and per diem expenses incurred.

(Code 1959, § 2-8(A))

State law references: Compensation, F.S. § 162.05(4).

Sec. 2-90. Removal from office.

(a) The city commission may remove any member of the code enforcement board for cause upon written notice and after public hearing. Any vacancy occurring during the unexpired term of office of any member shall be filled by appointment of the city commission for the remainder of the term. Such vacancy shall be filled within 30 days after the vacancy occurs.

(b) If any member fails to attend two of three successive meetings without cause and without prior approval of the chair, the code enforcement board shall declare the member's office vacant, and the city commission shall promptly fill such vacancy.

(Code 1959, §§ 2-8(B), 2-9(F))

State law references: Similar provisions, F.S. § 162.05(3)(e).

Sec. 2-91. Rules and procedures.

(a) Rules and procedures not inconsistent with this Code may be adopted by the code enforcement board during a regular meeting by the affirmative vote of at least four members of the board, provided notice of the proposed change is given to the board at a preceding regular meeting.

(b) The provisions of these rules and procedures shall be discussed and/or adopted or readopted by the board annually at its regular organizational meeting.

(Code 1959, § 2-9(I)(1), (2))

State law references: Authority to adopt rules of procedure, F.S. § 162.05(1).

Sec. 2-92. Meetings.

(a) All meetings, regular or special, and all hearings, shall be open to the public in accordance with the provisions of F.S. § 286.011.

(b) The January meeting of each year shall be an organizational meeting/workshop, to be held at 2:00 p.m., in the city commission room, city hall, for the purpose of election of officers and adopting rules and procedures, including establishing a schedule of regular meetings.

(Code 1959, § 2-9(B), (I)(3))

Sec. 2-93. Quorum.

A quorum of the code enforcement board shall consist of four or more members, and an affirmative vote of a majority of those present and voting shall be necessary to pass any motion or adopt any order. Voting shall be done by voice vote and shall be recorded by individual "aye" or "nay."

(Code 1959, § 2-9(C), (D))

State law references: Similar provisions, F.S. §§ 162.05(4), 162.07(4).

Sec. 2-94. Abstention.

Each member of the code enforcement board present shall cast an "aye" or "nay" vote on each question before the board, except as provided for voting conflicts pursuant to F.S. § 112.3143. In such event, he must file a memorandum of voting conflict with the secretary of the board as prescribed by F.S. § 112.3143(3)(a).

(Code 1959, §§ 2-9(E), 2-10(B)(1))

State law references: Conflict of interest, F.S. § 112.311 et seq.

Sec. 2-95. Jurisdiction.

The code enforcement board shall hear and decide violations of the city Code and ordinances where a pending or repeated violation continues to exist.

(Code 1959, § 2-6)

State law references: Similar provisions, F.S. § 162.02.

Sec. 2-96. Powers.

The code enforcement board shall have the power to:

- (1) Subpoena alleged violators and witnesses to its hearings. Subpoenas may be served by the sheriff of the county or police department of the city.
- (2) Subpoena evidence.
- (3) Take testimony under oath.
- (4) Issue orders having the force of law commanding whatever steps are necessary to bring a violation into compliance.
- (5) Establish a time frame for compliance.

(Code 1959, § 2-7)

State law references: Similar provisions, F.S. § 162.08.

Sec. 2-97. Conflict of interest.

(a) No member of the code enforcement board shall have any interest, be it financial or otherwise, direct or indirect, or engage in any business transaction or professional activity, or incur any obligation which is in conflict with the proper discharge of his duties in the public interest in accordance with F.S. ch. 112.

(b) No member shall appear before the city commission, or any commission, committee or board of the city, as agent, attorney or representative of any person, except when representing property he owns.

(Code 1959, §§ 2-8(C), 2-10(B)(2))

Secs. 2-98--2-125. Reserved.



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: APPOINTMENT TO POLICE PENSION BOARD OF TRUSTEES - DIANE THOMAS

Introduction:

This item is for consideration of the appointment of Diane Thomas to the Police Officers' Pension Board of Trustees for a partial term to expire January 2021.

Background:

According to Section 70-115(a) of the City's Code of Ordinance, the Police Pension Board shall consist of five members: two police officers who are members of the plan and elected by the members of the City Police Department eligible to participate in the fund, two members appointed by the City Commission and one member appointed by the members of the board and confirmed by the City Commission. The non-police officer members must be residents of the City.

Former Trustee John Sommer was removed from the Board in August 2018 for non-attendance. Since then, the City has been seeking volunteers to serve on this important board. Two applications were received. Chief Adam Bolton was appointed March 21, 2019, to replace Susan Hooper who declined to be reappointed. Diane Thomas is the second applicant. If approved, she will serve a partial term to expire January 2021.

The remaining members of the Board are Ken Birkhofer and Nicole Hagstrom who are the member elected representatives and Gary Winheim who is the member ratified by the remaining board members and the City.

Recommended Action:

Staff recommends approval of the appointment of Diane Thomas to the Eustis Police Officers Pension Board of Trustees.

Attachments:

[Diane Thomas board application](#)

[FSS Chapter 185](#)

[Sec. 70 City Code re Police Pension](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 12 Apr 2019
Approved - 12 Apr 2019

CITY OF EUSTIS

109-A East Orange Avenue

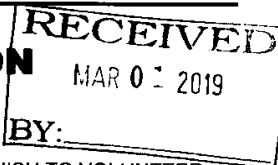
P.O. Drawer 68

Eustis, FL 32727-0068

Website – www.eustis.orgE-Mail – personnel@ci.eustis.fl.us

Phone – 352-483-5472

FAX – 352-483-0492

VOLUNTEER/COMMUNITY SERVICES APPLICATIONDate: 2-28-19

PLEASE LIST THE TYPE OF WORK THAT INTERESTS YOU AND THE DEPARTMENT(S) WHERE YOU WISH TO VOLUNTEER

- 1.) POLICE PENSION BOARD 3.) _____
2.) _____ 4.) _____

NAME: DIANE THOMAS Telephone #: 352-409-7516PRESENT ADDRESS: 1026 WOODWARD OAKS CR EUSTIS FL 32726
Street/P.O. Box City State ZipHow long have you lived at this address? DEC 2004 E-Mail Address: diane.thomas@edwardjones.comHave you filed an application here before? _____ Yes _____ ☒ No If yes, when? _____Have you ever worked for the City of Eustis? _____ Yes _____ ☒ No If yes, when? _____Are you currently employed? ☒ Yes _____ No May we contact you at work? ☒ Yes _____ NoWhat number can we reach or leave a message for you during the day? Phone #: 352-602-4045Are you available: _____ Full Time _____ ☒ Part Time _____ TemporaryAre you able to volunteer nights and weekends? _____ Yes _____ ☒ NoDo you possess a valid Fla. Driver's License or I.D.? ☒ Yes _____ NoAre you legally eligible for employment in the United States of America? ☒ Yes _____ NoHave you ever been convicted, pled guilty or no contest to, had prosecution deferred or adjudication withheld on a felony or first degree misdemeanor in any jurisdiction? _____ Yes _____ ☒ No If yes, when: _____Explain: _____
(Nature, severity and date of offense in relation to the position for which you are volunteering are considered.)Do you have any criminal charges pending? _____ Yes _____ ☒ No If yes, explain: _____Are you able, physically or otherwise, to perform the job functions of the position for which you are volunteering?
☒ Yes _____ No If no, please explain: _____Please list maiden or other names under which you may have worked or gone to school: DIANE E. JONESPlease list the names of friends or relatives working for the City and their relationship to you: RON NEIBERT,
TOM CARRINO, COLLEEN SCOTT, MARIE ALBERTI, ROBERT MORIN, MIKE SWANSON,
GARY CALHOUN - ALL FRIENDS

PER 051-09

EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT RECORD: Please list your four most recent employers including full, part time, temporary and volunteer positions, beginning with the most recent.

Name & Address of Organization:

EDWARD JONES

From OCT 2016 to PRESENT
Month/Year Month/Year

2785 S. BAY ST., STE F.

EVANS, FL 32726

Job Title: FINANCIAL ADVISOR

Describe the work you did: FINANCIAL PLANNING AND INVESTMENT + INSURANCE
SERVICES

Reason for leaving: -

Name & Address of Organization:

WALT DISNEY PARKS + RESORTS

From JUNE 2007 to OCT 2016
Month/Year Month/Year

PO BOX 10000

LAKE BUENA VISTA, FL

Job Title: WORKFORCE PLANNING ANALYST

Describe the work you did: HUMAN RESOURCES ANALYTICS

Reason for leaving: CAREER OPPORTUNITY

Name & Address of Organization:

VISTA / PARTNERS FEDERAL CREDIT UNION

From NOV 2003 to JUNE 2007
Month/Year Month/Year

13705 INTERNATIONAL DRIVE S.

ORLANDO, FL 32821

Job Title: SECONDARY MARKET ANALYST, QUALITY ASSURANCE SPECIALIST, LOAN PROCESSOR

Describe the work you did: MORTGAGE PORTFOLIO MANAGEMENT; REVIEWED FILES FOR SECONDARY
MARKET SALES; END-TO-END LOAN PROCESSING, CLOSING + DOCUMENTATION

Reason for leaving: CAREER OPPORTUNITY

Name & Address of Organization:

FIRST NATIONAL BANK OF MT DORA

From JAN 2000 to NOV 2003
Month/Year Month/Year

74 N. DONNELLY ST.

MOUNT DORA, FL 32757

Job Title: LOAN PROCESSOR

Describe the work you did: END-TO-END LOAN PROCESSING + DOCUMENTATION

Reason for leaving: CAREER OPPORTUNITY

EDUCATION AND SPECIALIZED TRAINING:

Circle Highest Grade Completed

GRAMMAR AND HIGH SCHOOL:
1 2 3 4 5 6 7 8 9 10 11 12 GED

COLLEGE:
13 14 15 16

GRADUATE:
17 18 19 20

Please provide your educational background including the diploma, degree or certification received, as well as any technical or specialized training:

Name of High School (s): CHARLOTTE HIGH	City and State: PUNTA GORDA, FL		
Name of College: MESSIAH COLLEGE	City and State: GRANTHAM, PA	Major: HISTORY	Degree Received: B.A.
Name of Graduate School: UNIVERSITY OF TORONTO	City and State: TORONTO, ONTARIO, CA	Major: HISTORY	Degree Received: MASTERS
Other Trade, Technical, Etc:	City and State:	Major:	Degree Received:
Foreign Language Skills: — TOO LONG AGO		☐ Read	☐ Write ☐ Speak

OTHER PROFESSIONAL MEMBERSHIPS OR SKILLS:

Please list any special qualifications not covered elsewhere in this application including computer skills, such as Word & Excel; typing, including words per minute typed; and any professional or civic memberships.

- 1.) MEMBER LAKE EUSTIS AREA CHAMBER OF COMMERCE
- 2.)
- 3.)
- 4.)
- 5.)
- 6.)

REFERENCES:

Please list at least three (3) references who are not related to you. (Please provide complete addresses including Street, City, State and Zip.)

Name BRENT ELLIOTT	Phone # 352-409-3458	Name REBECCA SARGENT	Phone # 352-385-2821
Address (Street, City, State, Zip) 1620 HAMILTON ST, EUSTIS 32726		Address (Street, City, State, Zip) 3069 MURANO CT, MT DORA 32757	
Employer LAKE EUSTIS CHRISTIAN CHURCH	Phone # 589-2235	Employer RETIRED	Phone #
Occupation SR MINISTER		Occupation	
Name CARL HENDRIX	Phone # 469-744-1036	Name	Phone #
Address (Street, City, State, Zip) 11306 CUCKOO DR, LEESBURG FL 34788		Address (Street, City, State, Zip)	
Employer RETIRED	Phone #	Employer	Phone #
Occupation		Occupation	

HOURS AVAILABLE TO VOLUNTEER:

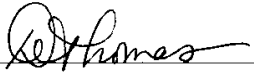
What days and hours are you available for work? 1-3 HOURS/MONTH , WITH ADVANCED NOTICE

CERTIFICATE OF APPLICANT:

I certify that the answers given on this application are true and complete to the best of my knowledge. I agree to inform the City of any additional information relating to questions raised on the application, which occur subsequent to my completion of the application. I realize that misrepresentation of facts or the failure to update any information relating to questions on the application may be cause for rejection of this application or dismissal from volunteer/community services.

I authorize the City of Eustis to make any inquiries it desires concerning me. I authorize schools, references and my prior employers to provide my records, reason for leaving and all other information they may have concerning me to the City of Eustis. I release the City of Eustis and all other parties from any and all liabilities or claims for any damage that may result therefrom.

I understand that this application is not and is not intended to be a contract for employment.

SIGNATURE OF APPLICANT:  Date: 2/28/19

CONSENT OF PARENT OR LEGAL GUARDIAN

(All Volunteers Under 18 Years of Age Must Have Parent or Legal Guardian Complete This Section)

I the undersigned, the parent or legal guardian of _____, choose to permit _____ to participate as a volunteer for the City of Eustis. I understand that my child's or ward's services are being offered on a voluntary basis without anticipation of any financial remuneration and I agree to the terms and conditions as stated above.

I further authorize the City to perform a fingerprint criminal history background check through state and federal law enforcement agencies and/or criminal history checks through consumer reporting agencies, who may also provide information to the City on out-of-state or nation-wide criminal histories. I understand that final approval to volunteer is contingent upon the results of the criminal history check.

Signature of Parent or Legal Guardian: _____ Date: _____

Title XII - MUNICIPALITIES
Chapter 185 - MUNICIPAL POLICE PENSIONS

185.05 Board of trustees; members; terms of office; meetings; legal entity; costs; attorney's fees.—For any municipality, chapter plan, local law municipality, or local law plan under this chapter:

(1) In each municipality described in s. 185.03 there is hereby created a board of trustees of the municipal police officers' retirement trust fund, which shall be solely responsible for administering the trust fund. Effective October 1, 1986, and thereafter:

(a) The membership of the board of trustees for chapter plans consists of five members, two of whom, unless otherwise prohibited by law, must be legal residents of the municipality and must be appointed by the legislative body of the municipality, and two of whom must be police officers as defined in s. 185.02 who are elected by a majority of the active police officers who are members of such plan. With respect to any chapter plan or local law plan that, on January 1, 1997, allowed retired police officers to vote in such elections, retirees may continue to vote in such elections. The fifth member shall be chosen by a majority of the previous four members, and such person's name shall be submitted to the legislative body of the municipality. Upon receipt of the fifth person's name, the legislative body shall, as a ministerial duty, appoint such person to the board of trustees. The fifth member shall have the same rights as each of the other four members appointed or elected, shall serve as trustee for a period of 2 years, and may succeed himself or herself in office. Each resident member shall serve as trustee for a period of 2 years, unless sooner replaced by the legislative body at whose pleasure the member serves, and may succeed himself or herself as a trustee. Each police officer member shall serve as trustee for a period of 2 years, unless he or she sooner leaves the employment of the municipality as a police officer, whereupon a successor shall be chosen in the same manner as an original appointment. Each police officer may succeed himself or herself in office. The terms of office of the appointed and elected members of the board of trustees may be amended by municipal ordinance or special act of the Legislature to extend the terms from 2 years to 4 years. The length of the terms of office shall be the same for all board members.

(b) The membership of boards of trustees for local law plans is as follows:

1. If a municipality has a pension plan for police officers only, the provisions of paragraph (a) shall apply.
2. If a municipality has a pension plan for police officers and firefighters, the provisions of paragraph (a) apply, except that one member of the board shall be a police officer and one member shall be a firefighter as defined in s. 175.032, respectively, elected by a majority of the active firefighters and police officers who are members of the plan.
3. Any board of trustees operating a local law plan on July 1, 1999, which is combined with a plan for general employees shall hold an election of the police officers, or police officers and firefighters if included, to determine whether a plan is to be established for police officers only, or for police officers and firefighters where included. Based on the election results, a new board shall be established as provided in subparagraph 1. or subparagraph 2., as appropriate. The municipality shall enact an ordinance to implement the new board by October 1, 1999. The newly established board shall take whatever action is necessary to determine the amount of assets which is attributable to police officers, or police officers and firefighters where included.

Such assets shall include all employer, employee, and state contributions made by or on behalf of police officers, or police officers and firefighters where included, and any investment income derived from such contributions. All such moneys shall be transferred into the newly established retirement plan, as directed by the board.

With respect to any board of trustees operating a local law plan on June 30, 1986, this paragraph does not permit the reduction of the membership percentage of police officers or police officers and firefighters. However, for the sole purpose of changing municipal representation, a municipality may by ordinance change the municipal representation on the board of trustees operating a local law plan by ordinance, only if such change does not reduce the membership percentage of police officers, or police officers and firefighters, or the membership percentage of the municipal representation.

(c) Whenever the active police officer membership of a closed chapter plan or closed local law plan as provided in s. 185.38 falls below 10, an active police officer member seat may be held by either a retired police officer or an active police officer member of the plan who is elected by the active and retired members of the plan. If there are no active or retired police officers remaining in the plan or capable of serving, the remaining board members may elect an individual to serve in the active police officer member seat. Upon receipt of such person's name, the legislative body of the municipality shall, as a ministerial duty, appoint such person to the board of trustees. This paragraph applies only to those plans that are closed to new members under s. 185.38(2), and does not apply to any other municipality having a chapter or local law plan.

(d) If the chapter plan or local law plan with an active membership of 10 or more is closed to new members, the member seats may be held by either a retiree, as defined in s. 185.02, or an active police officer of the plan who has been elected by the active police officers. A closed plan means a plan that is closed to new members but continues to operate, pursuant to s. 185.38(2), for participants who elect to remain in the existing plan. This paragraph applies only to those plans that are closed to new members pursuant to s. 185.38(2) and does not apply to any other municipality that has a chapter plan or a local law plan.

(2) The trustees shall by majority vote elect from its members a chair and a secretary. The secretary of the board shall keep a complete minute book of the actions, proceedings, or hearings of the board. The trustees shall not receive any compensation as such, but may receive expenses and per diem as provided by Florida law.

(3) The board of trustees shall meet at least quarterly each year.

(4) Each board of trustees shall be a legal entity that shall have, in addition to other powers and responsibilities contained herein, the power to bring and defend lawsuits of every kind, nature, and description.

(5) In any judicial proceeding or administrative proceeding under chapter 120 brought under or pursuant to the provisions of this chapter, the prevailing party shall be entitled to recover the costs thereof, together with reasonable attorney's fees.

(6) The board of trustees may, upon written request by the retiree of the plan, or by a dependent, if authorized by the retiree or the retiree's beneficiary, authorize the plan administrator to withhold from the monthly retirement payment funds necessary to pay for the

benefits being received through the governmental entity from which the employee retired, to pay the certified bargaining agent of the governmental entity, and to make any payments for child support or alimony. Upon the written request of the retiree of the plan, the board of trustees may also authorize the plan administrator to withhold from the retirement payment those funds necessary to pay for premiums for accident, health, and long-term care insurance for the retiree and the retiree's spouse and dependents. A retirement plan does not incur liability for participation in this permissive program if its actions are taken in good faith.

(7) The provisions of this section may not be altered by a participating municipality operating a chapter or local law plan under this chapter.

(8)(a) The board of trustees shall:

1. Provide a detailed accounting report of its expenses for each fiscal year to the plan sponsor and the Department of Management Services and make the report available to each member of the plan and post the report on the board's website, if the board has a website. The report must include all administrative expenses that, for purposes of this subsection, are expenses relating to any legal counsel, actuary, plan administrator, and all other consultants, and all travel and other expenses paid to or on behalf of the members of the board of trustees or anyone else on behalf of the plan.
2. Operate under an administrative expense budget for each fiscal year, provide a copy of the budget to the plan sponsor, and make available a copy of the budget to plan members before the beginning of the fiscal year. If the board of trustees amends the administrative expense budget, the board must provide a copy of the amended budget to the plan sponsor and make available a copy of the amended budget to plan members.

(b) Notwithstanding s. 185.35(2) and (3), a local law plan created by special act before May 27, 1939, must comply with the provisions of this subsection.

History.—s. 2, ch. 28230, 1953; s. 2, ch. 59-320; s. 2, ch. 61-119; s. 4, ch. 86-42; s. 41, ch. 93-193; s. 940, ch. 95-147; s. 45, ch. 99-1; s. 6, ch. 2002-66; s. 8, ch. 2004-21; s. 10, ch. 2009-97; s. 9, ch. 2011-216; s. 10, ch. 2015-39.

CITY OF EUSTIS – CODE OF ORDINANCES

ARTICLE IV. MUNICIPAL POLICE OFFICERS' PENSION AND RETIREMENT SYSTEM*

***State law references:** Municipal police officers pension and retirement system, F.S. ch. 185.

Sec. 70-101. Established.

(a) There is established in the city a pension and retirement system for paid police officers of the police department of the city (police officers' pension trust fund) pursuant to the Charter and F.S. ch. 185. Except as specifically provided in this article to the contrary, the local law plan requirements of F.S. ch. 185 shall be applicable.

(b) The city police officers' pension trust fund is a local pension plan as allowed by F.S. § 185.35. Pursuant to such law, the plan shall meet the requirements of F.S. § 185.35.

(Code 1959, § 15-31; Ord. No. 00-07, § 1, 4-6-2000)

Sec. 70-102. Contributions.

(a) *Contributions by the city to the police officers' pension trust fund.* The city shall contribute to the police officers' pension trust fund annually an amount which, together with the contributions from the police officers and the amount derived from the premium tax and other sources allowed by law, will be sufficient to meet the normal cost of the police officers' pension trust fund and to fund the actuarial deficiency as set out in F.S. ch. 112.

(b) *Contributions by the police officers to the police officers' pension trust fund.* The city shall pay into the police officers' pension trust fund an amount not less than one percent nor more than five percent of the salary of each police officer who is a member of the police department and eligible for inclusion in the police officers' pension trust fund, which one to five percent shall be deducted by the city from the compensation due the police officer. Currently, the police officer contribution is one percent of annual compensation and shall increase by an additional one percent of annual compensation on November 1 each year until the police officer contribution is a total of four percent of annual compensation. Should periodic actuary studies reveal that city's contribution to the police officers' pension trust fund could be reduced to a level below that of the police officers' level of contribution to the police officers' pension trust fund at the time of the study and still maintain actuarial soundness, and the city does lower its annual contribution to an amount less than the officer's contribution, then city shall by ordinance reduce the amount of the police officers' contribution to the police officers' pension trust fund to a level that is equal to the city's contribution, but which does not exceed four percent of annual compensation. It being the intent of this subsection that in no event shall the police officer contribution exceed the city's contribution to the police officers' pension trust fund.

(Code 1959, § 15-32; Ord. No. 00-07, § 2, 4-6-2000; Ord. No. 03-65, § 4, 11-6-2003)

Sec. 70-103. Participation in plan mandatory.

Any police officer of the city who is eligible for inclusion into the police officers' plan must join this fund as a prerequisite to employment in the police department. Any police officer that meets that definition found in F.S. § 185.02(11) is eligible for inclusion in the plan. Provided, however the police chief shall have the option to participate or not participate in the plan pursuant to F.S. § 185.02(11).

(Code 1959, § 15-33; Ord. No. 04-41, § 1, 8-5-2004)

Sec. 70-104. Other local pension or relief funds.

No police officer beneficiary of the police officers' pension fund may also be a beneficiary or recipient or member of a local pension or relief fund established under any other state law.

(Code 1959, § 15-34)

Sec. 70-105. Custodial agreements authorized.

The board of trustees in administering the retirement system may enter into custodial agreements with any bank or trust company licensed to do business in the state.

(Code 1959, § 15-35)

Sec. 70-106. Effect of article; insurance to implement systems.

Nothing in this article shall be construed to repeal, rescind or replace any existing system of pension or retirement to which any police officer is a member, but may be coordinated with such system in its continuation.

(Code 1959, § 15-36)

Sec. 70-107. Monthly retirement income for police officers.

The amount of retirement income payable to a police officer of the city who retires on or after his normal retirement date shall be in an amount equal to the number of years of credited service multiplied by 2 1/2 percent of his average final compensation for those years of service completed prior to January 1, 1989, and three percent of his average final compensation for those years of service completed subsequent to January 1, 1989.

(Code 1959, § 15-37; Ord. No. 94-15, § 1, 5-19-1994; Ord. No. 00-07, § 3, 4-6-2000)

Sec. 70-108. Cost of living adjustment.

(a) The purpose of this section is to provide cost-of-living adjustments to the monthly benefits payable to plan participants employed on or after October 1, 2003.

(b) As used in this section, "initial benefit" means the first monthly benefit payable to a plan participant in accordance with the laws governing the determination of such benefit at the time of retirement or earlier death.

(c) Commencing October 1, 2003, the benefit of each plan participant employed on or after October 1, 2003, shall be adjusted on each October 1 thereafter, as follows, for those plan participants who receive a cost-of-living adjustment under this section, the adjusted monthly benefit shall be the amount of the monthly benefit being received on September 30 immediately preceding the adjustment date plus an amount equal to three percent of this benefit.

(d) The initial benefit of a plan participant who elected an optional form of benefit payment which provided for a percentage of the benefit to be continued to a beneficiary after his or her death shall be reduced at the death of the plan participant by application of the stated percentage.

(Ord. No. 03-65, § 2, 11-6-2003)

Sec. 70-109. Vesting.

(a) All police officers who are first employed as qualified law enforcement employees with the city on or after October 1, 2003, shall be vested in the police officers' retirement plan after completion of ten years of service.

(b) All police officers who are qualified law enforcement employees with the city on January 1, 1989, and all those first employed as qualified law enforcement employees with the city after January 1, 1989, but prior to October 1, 2003, shall be vested in the police officers' retirement plan after completion of five years of qualified service.

(c) All police officers who terminated employment as qualified law enforcement employees with the city prior to January 1, 1989, and were not reemployed on or after January 1, 1989, as

qualified law enforcement employees with the city shall be vested in this retirement plan only if ten years of qualified service had been completed prior to January 1, 1989.
(Ord. No. 94-15, § 2, 5-19-1994; Ord. No. 00-07, § 5, 4-6-2000; Ord. No. 03-65, § 3, 11-6-2003)

Sec. 70-110. Retirement age.

(a) A plan participant who is vested in the police officers' pension trust fund as provided in this article shall have a normal retirement date the first day of the month coincident with or next following the earlier of attainment of age 55 or the attainment of the age of 52 and the completion of 25 years of qualified service.

(b) A qualified law enforcement employee of the city may retire on his normal retirement date or on the first day of any month thereafter.

(Code 1959, § 15-40; Ord. No. 94-15, § 3, 5-19-1994; Ord. No. 03-65, § 5, 11-6-2003)

Sec. 70-111. Definition of "average final compensation."

(a) Average final compensation for full-time police officers means one-twelfth of the average annual compensation of the five best years of the last ten years of creditable service prior to retirement, termination or death.

(b) Annual compensation includes the following:

(1) The total cash remuneration including overtime paid by the city, but not to exceed 300 hours of overtime per year.

(2) Accumulated leave paid at retirement in a lump sum.

(c) A year shall be 12 consecutive months.

(Code 1959, § 15-41; Ord. No. 96-34, § 1, 9-9-1996; Ord. No. 00-07, § 6, 4-6-2000)

Cross references: Definitions generally, § 1-2.

Sec. 70-112. Police officer disability benefits.

Police officers shall be entitled to disability benefits as follows:

(1) a. A police officer may retire from the service of the city under the plan if, prior to his normal retirement date, he becomes totally and permanently disabled in the line of duty as defined in subsection (2) of this section by reason of any cause other than a cause set out in subsection (3) of this section on or after the effective date of the plan.

b. A police officer with ten years of continuance service may retire from the service of the city under the plan if, prior to his normal retirement date, the police officer becomes totally and permanently disabled not in the line of duty as defined in subsection (2) of this section by reason of any cause other than a cause set out in subsection (3) of this section on or after the effective date of the plan. Such retirement shall be referred to as "disability retirement."

c. The affected police officer shall be entitled to the greater of his normal retirement benefits (if qualified) or disability benefits.

(2) A police officer will be considered totally disabled if, in the opinion of the board of trustees, he is wholly prevented from rendering useful and efficient service as a police officer; and a police officer will be considered permanently disabled if, in the opinion of the board of trustees, such police officer is likely to remain so disabled continuously and permanently from a cause other than is specified in subsection (3) of this section.

(3) A police officer will not be entitled to receive any disability retirement income if the disability is a result of:

a. Excessive and habitual use by the police officer of drugs, intoxicants or narcotics.

b. Injury or disease sustained by the police officer while willfully and illegally participating in fights, riots or civil insurrections, or while committing a crime.

c. Injury or disease sustained by the police officer while serving in any armed forces.

d. Injury or disease sustained by the police officer after his employment has terminated.

(4) No police officer shall be permitted to retire under the provisions of this section until examined by a duly qualified physician or surgeon, to be selected by the board of trustees for that purpose, and is found to be disabled in the degree and in the manner specified in this section. Any police officer retiring under this section shall be examined periodically by a duly qualified physician or surgeon or board of physicians and surgeons, to be selected by the board of trustees for that purpose, to determine if such disability has ceased to exist.

(5) a. The benefit payable to a police officer, employed after October 1, 2003, regardless of vesting, who is totally and permanently disabled in the line of duty prior to his or her normal retirement date is the monthly income payable for ten years certain and life. The amount of his or her monthly benefit shall be the normal retirement benefit, but shall not be less than 65 percent of his or her average monthly salary as of his or her disability retirement date.

b. The benefit payable to a vested police officer who is totally and permanently disabled other than in the line of duty prior to his or her normal retirement date is the monthly income payable for ten years certain and life. The amount of his or her monthly benefit shall be the early retirement benefit, but shall not be less than 25 percent of his or her average monthly salary as of his or her disability retirement date.

(6) a. The monthly retirement income to which a police officer is entitled in the event of his disability retirement shall be payable on the first day of the first month after the board of trustees determines such entitlement. However, the monthly retirement income shall be payable as of the date the board determines such entitlement; and any portion due for a partial month shall be paid together with the first payment.

b. The last payment will be:

1. If the police officer recovers from the disability prior to his normal retirement date, the payment due next preceding the date of such recovery; or

2. If the police officer dies without recovering from his disability or attains his normal retirement date while still disabled, the payment due next preceding his or her death or the 120th monthly payment, whichever is later.

c. Any monthly retirement income payments due after the death of a disabled police officer shall be paid to the police officer's designated beneficiary.

(7) If the board of trustees finds that a police officer who is receiving a disability retirement income is, at any time prior to his normal retirement date, no longer disabled, the board of trustees shall direct that the disability retirement income be discontinued. "Recovery from disability" means the ability of the police officer to render useful and efficient service as a police officer.

(8) If the police officer recovers from disability and reenters as a police officer, his service shall be deemed to have been continuous; but the period beginning with the first month for which he received a disability retirement income payment and ending with the date he reentered service will not be considered as credited service for the purpose of the plan.

(Code 1959, § 15-42; Ord. No. 01-12, § 1, 5-17-2001; Ord. No. 03-65, § 1, 11-6-2003)

Sec. 70-113. Reentry of eligible participants into the police pension fund.

If a participant who has withdrawn from the police pension plan is rehired and is eligible to be a participant in the plan within 24 months of withdrawal and termination, the police officer may reenter the plan at withdrawal level provided the participant repays to the plan the sum equal to the amount the participant withdrew at termination together with interest at the rate of actuarial assumption at the date of the last actuarial study. If the police officer has not withdrawn his money from the plan, the interest would not be assessed. The payment shall be made within 60 days of rehire or the privilege shall lapse, and the police officer will enter the plan as any other newly employed police officer. The provision of this section shall not be retroactive.

(Code 1959, § 15-43)

Sec. 70-114. Direct transfers of eligible rollover distributions.

(a) *Generally.* This section applies to distributions made on or after January 1, 1993. Notwithstanding any provision of the system to the contrary that would otherwise limit a distributee's election under this section, a distributee may elect, at the time and in the manner prescribed by the board of trustees, to have any portion of an eligible rollover distribution paid directly to an eligible retirement plan specified by the distributee in a direct rollover.

(b) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Direct rollover means a payment by the plan to the eligible retirement plan specified by the distributee.

Distributee means an employee or former employee. In addition, the employee's or former employee's surviving spouse is a distributee with regard to the interest of the spouse.

Eligible retirement plan means an individual retirement account described in section 408(a) of the Internal Revenue Code, an individual retirement annuity described in section 408(b) of the Internal Revenue Code, an annuity plan described in section 403(a) of the Internal Revenue Code, or a qualified trust described in section 401(a) of the Internal Revenue Code, that accepts the distributee's eligible rollover distribution. However, in the case of an eligible rollover distribution to the surviving spouse, an eligible retirement plan is an individual retirement account or individual retirement annuity.

Eligible rollover distribution means any distribution of all or any portion of the balance to the credit of the distributee; except that an eligible rollover distribution does not include any distribution that is one of a series of substantially equal periodic payments (not less frequently than annually) made for the life or life expectancy of the distributee or the joint lives or joint life expectancies of the distributee and the distributee's designated beneficiary, or for a specified period of ten years or more; any distribution to the extent such distribution is required under section 401(a)(9) of the Internal Revenue Code; and the portion of any distribution that is not included in gross income.

(Ord. No. 94-35, § 1(2), 12-1-1994; Ord. No. 00-07, § 7, 4-6-2000)

Sec. 70-115. Police pension board.

(a) *Members of the board.* The police pension board (hereinafter referred to as "the board") shall consist of five members: Two police officers who are members of the plan and appointed by the members of the city police department eligible to participate in the fund, two members appointed by the city commission and one member appointed by the members of the board and confirmed by the city commission. The non-police officer members must be residents of the city.

(b) *Terms.* The appointees to the police pension board shall serve for a period of two years.

(c) *Actuarial requirements.* The police pension board shall be responsible for the preparation of an actuarial report in accordance with the provisions of the Florida Statutes.

(Ord. No. 00-07, § 8, 4-6-2000)

Sec. 70-116. Investment policy.

(a) The police pension board shall be responsible for the investment of the assets of the fund.

(b) The investment of the fund's assets shall be consistent with the grade and quality requirements set out in the Florida Statutes.

(c) The police pension board shall not invest more than five percent of its assets in the common stock or capital stock of any one company, nor shall the aggregate investment of any one issuing company exceed five percent of the outstanding capital stock of the company nor the aggregate of its investments under this subparagraph at cost exceed 75 percent of the fund's assets.

(Ord. No. 00-07, § 9, 6-4-2000)

Sec. 70-117. Death prior to retirement; refunds of contributions or payment of death benefits.

(a) If a police officer dies before being eligible to retire, the heirs, legatees, beneficiaries, or personal representatives of such deceased police officer shall be entitled to a refund of 100 percent, without interest, of the contribution made to the municipal police officers' retirement trust fund by such deceased police officer or, in the event an annuity or life insurance contract has been purchased by the board on such police officer, then to the death benefits available under such life insurance or annuity contract, subject to the limitations on such death benefits set forth in F.S. § 185.061 whichever amount is greater.

(b) If a police officer having at least ten years of credited service dies prior to retirement, his or her beneficiary is entitled to the benefits otherwise payable to the police officer at early or normal retirement age.

(c) In the event that a death benefit paid by a life insurance company exceeds the limits set forth in F.S. § 185.061(6), the excess of the death benefit over the limit shall be paid to the municipal police officers' retirement trust fund. However, death benefits as provided pursuant to F.S. § 112.19 or any other state or federal law shall not be included in the calculation of death or retirement benefits provided by this article.

(Ord. No. 01-12, § 2, 5-17-2001)

Secs. 70-118--70-145. Reserved.



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-32: ASSIGNING LAKE EMERGENCY MEDICAL SERVICES, INC. INTERLOCAL AGREEMENT FOR JOINT USE OF A COMMUNICATION SYSTEM TO LAKE COUNTY

Introduction:

Resolution No. 19-32 provides for the City of Eustis Interlocal Agreement with Lake Emergency Medical Services Inc. and the Lake County School Board to be assigned to the Lake County Board of County Commissioners. The interlocal agreement itself has not been altered or changed.

Background:

1. On September 30, 2018 Lake Emergency Medical Services, Inc was dissolved.
2. On October 1, 2018 Lake EMS/Office of EMS/Board of County Commissioners (Lake EMS) was formed and its operations and management now fall directly under Lake County Board of Commissioners.
3. This is an organization change for Lake EMS, and an alteration in services for the City of Eustis is not expected. This issue was discussed and reiterated during a meeting, which was attended by the Assistant County Manager John Molenda, Eustis City Manager Ron Neibert and Eustis Fire Chief Michael Swanson.
4. The only reason for Resolution No. 19-32 is that Lake EMS had an organizational name change and the new name must be officially assigned to the Interlocal Agreement by resolution.

Recommended Action:

The administration recommends approval of Resolution No. 19-32.

Attachments:

[Resolution No 19-32](#)

[School Board and Eustis Interlocal Assignment CAO 3.27.19](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 29 Mar 2019
Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

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[Resolution No 19-32](#)

[School Board and Eustis Interlocal Assignment CAO 3.27.19](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 29 Mar 2019
Approved - 29 Mar 2019

RESOLUTION NO. 19-32

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; AUTHORIZING THE MAYOR TO EXECUTE AN ASSIGNMENT OF INTERLOCAL AGREEMENT BETWEEN LAKE EMERGENCY MEDICAL SERVICES, INC., LAKE COUNTY SCHOOL BOARD AND CITY OF EUSTIS TO LAKE COUNTY, FLORIDA.

WHEREAS, Lake EMS, the Lake County School Board and the City of Eustis entered into an interlocal agreement for the joint use of a communication system; and

WHEREAS, Lake EMS, a not for profit organization operated by Lake County, has been dissolved and consolidated into Lake County; and

WHEREAS, Lake EMS desired to assign the said agreement to Lake County, which requires the permission of the City of Eustis and the Lake County School Board; and

WHEREAS, the City of Eustis desires to permit Lake EMS/Office of EMS/Lake County Board of County Commissioners to assign the agreement to Lake County; and

WHEREAS, the parties have determined that it is in the best interests of the residents of Eustis and Lake County to enter into this Assignment.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

1. That the Mayor is hereby authorized to execute the attached Assignment of the Interlocal Agreement between Lake Emergency Medical Services, Inc., the Lake County School Board and the City of Eustis to Lake County, Florida.

DONE AND RESOLVED this 4th day of April, 2019, in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____ 2019, by Michael L. Holland, Mayor, and Mary Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content for the use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-32 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Parks & Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary Montez, City Clerk

**ASSIGNMENT OF THE INTERLOCAL AGREEMENT BETWEEN
LAKE EMERGENCY MEDICAL SERVICES, INC.,
THE LAKE COUNTY SCHOOL BOARD AND
THE CITY OF EUSTIS
RELATING TO THE JOINT USE OF A COMMUNICATION SYSTEM
TO LAKE COUNTY, FLORIDA**

This is the Assignment of the Interlocal Agreement between Lake Emergency Medical Services, Inc., a Florida not for profit corporation (Lake EMS), the School Board of Lake County, Florida, a public body corporate (the SCHOOL BOARD), and the City of Eustis, a municipal corporation organized under the laws of the State of Florida (the CITY), to Lake County, Florida, a political subdivision of the State of Florida (the COUNTY).

WITNESSETH:

WHEREAS, on June 12, 2012, Lake EMS, the SCHOOL BOARD, and the CITY entered into an interlocal agreement for the joint use of a communication system (the Agreement); and

WHEREAS, Lake EMS, a not for profit organization operated by the COUNTY, is being dissolved and consolidated into the COUNTY; and

WHEREAS, Lake EMS desires to assign the Agreement to the COUNTY, which requires the permission of the SCHOOL BOARD and the CITY; and

WHEREAS, the SCHOOL BOARD and the CITY desire to permit Lake EMS to assign the Agreement to the COUNTY; and

WHEREAS, the parties have determined that it is in the best interests of the residents of Lake County to enter into this Assignment.

NOW, THEREFORE, IN CONSIDERATION of the mutual terms, understandings, conditions, promises, covenants set forth in this Assignment, and intending to be legally bound, the parties hereby agree as follows:

- 1.1** The above recitals are true and correct and incorporated in this Assignment.
- 1.2** The Agreement between Lake EMS, the SCHOOL BOARD, and the CITY is hereby assigned to the COUNTY. All references in the Agreement to Lake EMS will be construed as referring to the COUNTY.
- 1.3** Any notices to the COUNTY under the Agreement must be provided to the following location:

Jerry Smith, Director
Lake County Office of Emergency Medical Services
315 W. Main Street
Tavares, Florida 32778

Mailing address:
P.O. Box 7800
Tavares, Florida 32778
- 1.4** Lake EMS will have no further obligations to the SCHOOL BOARD or the CITY under the Agreement upon execution of this Assignment.

Assignment of Interlocal Agreement Between Lake Emergency Medical Services, Inc., the Lake County School Board, and the City of Eustis to Lake County, Florida

IN WITNESS WHEREOF, the parties have made and executed this Assignment on the respective dates under each signature: Lake EMS signing by and through its Executive Director, by the SCHOOL BOARD through its Chairperson as approved by the Board, by the CITY through its duly authorized representative, and by the COUNTY through its County Manager.

ATTEST:

CITY

CITY OF EUSTIS

Mary Montez, City Clerk

Michael L. Holland, Mayor

This ____ day of _____, 2019.

Approved as to form and legality:

Derek Schroth, City Attorney

Assignment of Interlocal Agreement Between Lake Emergency Medical Services, Inc., the Lake County School Board, and the City of Eustis to Lake County, Florida

ATTEST:

SCHOOL BOARD

THE SCHOOL BOARD OF LAKE
COUNTY, FLORIDA

Diane Kornegay, Superintendent

Sandy Gamble, Chairperson

This ____ day of _____, 2019.

Approved as to form and legality:

School Board Attorney

Assignment of Interlocal Agreement Between Lake Emergency Medical Services, Inc., the Lake County School Board, and the City of Eustis to Lake County, Florida

COUNTY

BOARD OF COUNTY COMMISSIONERS
LAKE COUNTY, FLORIDA

Leslie Campione, Chairman

This _____ day of _____, 2019.

ATTEST:

Gary J. Cooney, Clerk
Board of County Commissioners
of Lake County, Florida

Approved as to form and legality:

Melanie Marsh, County Attorney

Lake EMS

LAKE EMERGENCY MEDICAL SERVICES,
INC.

Timothy I. Sullivan, Chairman

This _____ day of _____, 2019.

Approved as to form and legality:

Melanie Marsh, County Attorney

Approved as to form and legality:

Melanie Marsh
County Attorney



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-33: APPROVAL OF AN EXPENDITURE IN EXCESS OF \$25,000 FOR LANDSCAPE ARCHITECTURAL DESIGN SERVICES FOR FERRAN PARK PHASES 4 & 5

Introduction:

Resolution No. 19-33 approves an expenditure in excess of \$25,000 and authorizes the City Manager to execute an agreement with Murray Design Group, Inc. to develop a landscape architectural design and construction documents for the Ferran Park Phases 4 & 5 project.

Background:

The 2018-2019 approved CIP Budget includes funds for the construction of Ferran Park's Phases 4 & 5. Staff would like to secure the services of Murray Design Group, Inc., one of the City's contracted Continuing Services Engineers, to provide landscape design and construction documents for this project in coordination with City Staff and consultant civil engineers.

Phase 4's site plan will include a relocated veteran's memorial, picnic pavilion(s), promenade, vendor staging area, site lighting, site furniture, pedestrian entrance gates, trellises, wedding pavilion and planting area.

The proposed scope of work will include:

- Task 1: Site Plan Development
- Task 2: Design Development
- Task 3: Landscape and Hardscape Construction Documents
- Task 4: Sub-Consultant Services
- Task 5: Project Coordination

Phase 4 services will be provided on the following fee basis:

- | | |
|---------------------------------|----------|
| • Site Plan Development | \$ 2,500 |
| • Design Development | \$ 8,875 |
| • Landscape/Hardscape Documents | \$14,500 |
| • Sub-Consultant Services | |

○ Structural Engineer (site work)	\$ 2,000
○ Site Lighting/Electrical Engineer	\$ 9,000
○ Irrigation Designer	\$ 1,500
○ Arborist	\$ 500
● Project Coordination	\$ 1,875

Phase 4 Total:	\$40,750
----------------	----------

The total compensation for the Scope of Services described above shall be in accordance with the continuing services agreement between the City and Murray Design Group, Inc. Our 2018/2019 Capital Improvement Plan has \$1,431,000 programmed for the Ferran Park Phases 4 & 5 project.

Additional design services fees will include:

● Murray Design Group, Inc., Ferran Park Phase 5	\$22,000
● GAI Civil Engineering, Ferran Park Phase 5	\$22,500

Total Design Fees for Ferran Park, Phases 4 & 5	\$85,250
--	-----------------

Recommended Action:

Staff recommends approval of Resolution No. 19-33.

Alternatives:

Alternatives:

1. Approve Resolution No. 19-33
2. Deny Resolution No. 19-33

Discussion of Alternatives:

- a. Alternative 1 approves the Resolution.

Advantages:

- Murray Design Group, Inc. provided the landscape architectural design documents for Ferran Park Phases 1, 2 and 3; therefore, is very familiar with the project.
- **Disadvantages:**
 - The action approves an expenditure of \$85,250.

2. Alternative 2 denies the Resolution.

Advantages:

The City would not expend \$85,250.

Disadvantages:

The Ferran Park Phase 4 project would be delayed.

Prepared by: Sally Mayer, Administrative Assistant - Public Utilities
Reviewed by: Rick Gierok, P.E., Director of Public Works

Budget Impact:

Funds for the Ferran Park Phase 4 & 5 Project were included in the 2018/2019 year budget.

Attachments:

[Resolution No 19-33](#)

[Murray Design Group Proposal](#)

Reviewed by:

Ronald Neibert, City Manager

Approved - 29 Mar 2019

Mary Montez, City Clerk

Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-33: APPROVAL OF AN EXPENDITURE IN EXCESS OF \$25,000 FOR LANDSCAPE ARCHITECTURAL DESIGN SERVICES FOR FERRAN PARK PHASES 4 & 5

Introduction:

Resolution No. 19-33 approves an expenditure in excess of \$25,000 and authorizes the City Manager to execute an agreement with Murray Design Group, Inc. to develop a landscape architectural design and construction documents for the Ferran Park Phases 4 & 5 project.

Background:

The 2018-2019 approved CIP Budget includes funds for the construction of Ferran Park's Phases 4 & 5. Staff would like to secure the services of Murray Design Group, Inc., one of the City's contracted Continuing Services Engineers, to provide landscape design and construction documents for this project in coordination with City Staff and consultant civil engineers.

Phase 4's site plan will include a relocated veteran's memorial, picnic pavilion(s), promenade, vendor staging area, site lighting, site furniture, pedestrian entrance gates, trellises, wedding pavilion and planting area.

The proposed scope of work will include:

- Task 1: Site Plan Development
- Task 2: Design Development
- Task 3: Landscape and Hardscape Construction Documents
- Task 4: Sub-Consultant Services
- Task 5: Project Coordination

Phase 4 services will be provided on the following fee basis:

- | | |
|---------------------------------|----------|
| • Site Plan Development | \$ 2,500 |
| • Design Development | \$ 8,875 |
| • Landscape/Hardscape Documents | \$14,500 |
| • Sub-Consultant Services | |

○ Structural Engineer (site work)	\$ 2,000
○ Site Lighting/Electrical Engineer	\$ 9,000
○ Irrigation Designer	\$ 1,500
○ Arborist	\$ 500
● Project Coordination	\$ 1,875

Phase 4 Total:	\$40,750
----------------	----------

The total compensation for the Scope of Services described above shall be in accordance with the continuing services agreement between the City and Murray Design Group, Inc. Our 2018/2019 Capital Improvement Plan has \$1,431,000 programmed for the Ferran Park Phases 4 & 5 project.

Additional design services fees will include:

● Murray Design Group, Inc., Ferran Park Phase 5	\$22,000
● GAI Civil Engineering, Ferran Park Phase 5	<u>\$22,500</u>

Total Design Fees for Ferran Park, Phases 4 & 5	\$85,250
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Recommended Action:

Staff recommends approval of Resolution No. 19-33.

Alternatives:

Alternatives:

1. Approve Resolution No. 19-33
2. Deny Resolution No. 19-33

Discussion of Alternatives:

- a. Alternative 1 approves the Resolution.

Advantages:

- Murray Design Group, Inc. provided the landscape architectural design documents for Ferran Park Phases 1, 2 and 3; therefore, is very familiar with the project.

- **Disadvantages:**

- The action approves an expenditure of \$85,250.

2. Alternative 2 denies the Resolution.

Advantages:

The City would not expend \$85,250.

Disadvantages:

The Ferran Park Phase 4 project would be delayed.

Prepared by: Sally Mayer, Administrative Assistant - Public Utilities

Reviewed by: Rick Gierok, P.E., Director of Public Works

Budget Impact:

Funds for the Ferran Park Phase 4 & 5 Project were included in the 2018/2019 year budget.

Attachments:

[Resolution No 19-33](#)

[Murray Design Group Proposal](#)

Reviewed by:

Ronald Neibert, City Manager

Approved - 29 Mar 2019

Mary Montez, City Clerk

Approved - 29 Mar 2019

RESOLUTION NO. 19-33

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF \$25,000 AND AUTHORIZING THE CITY MANAGER TO EXECUTE AGREEMENTS WITH MURRAY DESIGN GROUP, INC. AND GAI CIVIL ENGINEERING TO DEVELOP LANDSCAPE ARCHITECTURAL DESIGNS AND CONSTRUCTION DOCUMENTS FOR FERRAN PARK PHASES 4 & 5.

WHEREAS, the Ferran Park Phase 4 site plans include a relocated veterans' memorial, picnic pavilion(s), a promenade, vendor staging area, site lighting, site furniture, pedestrian entrance gates, trellises, a wedding pavilion and planting areas; and

WHEREAS, Murray Design Group, Inc. has submitted a proposal of \$40,750 for the landscape architectural design and construction documents of the Ferran Park Phase 4 Project consistent with the City of Eustis Purchasing Policies and Procedures; and

WHEREAS, Ferran Park Phase 5 Project will include additional design service fees of \$22,000 for Murray Design Group, Inc. and \$22,500 for GAI Civil Engineering consistent with the City of Eustis Purchasing Policies and Procedures; and

WHEREAS, \$1,431,000 funding for this project is included in the approved Capital Improvement Budget for Fiscal Year 2018/19; and

WHEREAS, the City Commission must approve any purchase in excess of \$25,000.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

- 1) That the City Commission does hereby authorize an expenditure in excess of \$25,000 for landscape architectural design services related to the Ferran Park Phases 4 & 5 Project; and
- 2) That the City Commission does hereby authorize the City Manager to execute all agreements and contracts for Ferran Park Phases 4 & 5 Architectural Design for the amount of \$85,250.

DONE AND RESOLVED, this _____ day of _____, 2019, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by Michael L. Holland, Mayor, and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida

My Commission Expires: _____

Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-33 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, City Clerk



Ferran Park – Phase 4

January 22, 2019

Murray Design Group, Inc. (Consultant) presents to Rick Gierok of the City of Eustis (Client) a task and fee proposal for the following project located in LAKE COUNTY, Florida:

PROJECT DESCRIPTION

The Client has requested that the Consultant provide the following services for Ferran Park Phase 4: landscape architectural design development and construction documents. The Consultant will coordinate efforts with City of Eustis Staff and its consultant civil engineers. This proposal is also inclusive of sub-consultant services required to realize the Phase Four work. Based on previous meetings, Phase Four's site plan will include a relocated veterans' memorial, picnic pavilion(s), promenade, vendor staging area, site lighting, site furniture, pedestrian entrance gates, trellises, wedding pavilion and planting areas. Parking design and site engineering by others. The following task and fee proposal Scope of Work is based on comments from client coordination meetings:

SCOPE OF WORK - Task and Fee Proposal:

TASK 1 SITE PLAN DEVELOPMENT

- A. Using the provided master plan as a guide as well as discussions with the City, the Consultant shall prepare a site plan for phase four of the park at a scale of 1" = 20'. These plans will indicate the location of all new design elements, inclusive of structures, site furnishings, hardscape layout and plantings.
- B. Coordinate with sub-consultant arborist to review condition of existing oaks (primarily at the proposed vending staging area).
- C. The Consultant shall share the base map with the civil engineer once approved by the City.

(Schedule: 4 weeks)

TASK 2 DESIGN DEVELOPMENT

- A. Once the site plan is approved, the Consultant shall prepare design development details for the park. These plans will depict preliminary details for the new design elements, inclusive of structures, hardscape and plantings.
- B. Provide design development documents for Phase Four of the project as depicted by the approved site plan.

(Schedule: 4 weeks)

TASK 3 LANDSCAPE AND HARDSCAPE CONSTRUCTION DOCUMENTS

- A. The Consultant shall prepare issued for bid construction documents and final landscape plans at a scale of 1" = 20'. These plans will indicate the location of all new design elements, inclusive of structures, hardscape and plantings.

942 Fremont Avenue Winter Park, Florida 32789 www.murraysitedesign.com 407-340-1196



- B. Prepare technical specifications for the landscape construction documents.
 - C. Provide issued for bid construction documents and final hardscape layout plans and details for Phase Four of the project as depicted by the approved design development plans (30% construction documents).
 - D. Provide a schedule of hardscape elements for bidding and construction use.
 - E. Anticipated drawings and specifications: Hardscape Plans and Details, Site Lighting, Site Furnishings, Landscape Plans and Specifications.
 - F. Provide an estimate of probable costs for Phase Four of the project
 - G. These drawings will be submitted as a 90% Construction Documents to the Client for comments and bidding.
- (Schedule: 6 weeks)

TASK 4 SUB-CONSULTANT SERVICES

The Consultant will provide site lighting, electrical engineering, irrigation and structural engineering services using the following sub-consultants:

- A. Structural Engineering: The Consultant shall retain David G. Kittridge, P.E. to provide structural engineering services for the vertical site elements as required for the landscape design. Signed and sealed documents will be provided for permitting.
- B. Electrical Engineering: The Consultant shall retain Milan Engineering to provide site lighting design services for the project (see attached for detailed scope)
- C. Irrigation: The Consultant shall retain Crawford Irrigation Design to provide irrigation design services for the project.

Post Design Services for sub-consultants in the following professions (structural engineering and electrical engineering) shall be provided as an additional service at an hourly rate shown in the attachment. Please refer to attachments for detailed description of sub-consultants' agreements.

TASK 5 PROJECT COORDINATION

The Consultant will coordinate design efforts with the city's consultant civil engineer as well the sub-consultants under this agreement (site lighting, electrical engineering, irrigation and structural engineering).

TASK 6 BIDDING AND CONSTRUCTION PHASE SERVICES

If requested by the Client, the Consultant shall provide assistance in the plant procurement/tree tagging at qualified nurseries, answering RFI's, processing shop drawings and pay requests, and making periodic visits during construction as



additional services as directed by the Client, if needed. The work will also include a substantial and final completion walk through.

TASK 7 MISCELLANEOUS SERVICES

If requested by the Client, the Consultant will assist with items outside of this specific scope of services, such as presentation/marketing graphics, meetings with building officials, site visits beyond the initial visit, meetings beyond the two included in this proposal, permitting assistance, etc., on an hourly basis.

COMPENSATION

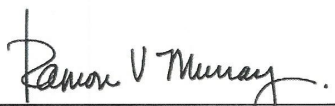
The services described in the Scope of Work section of this Agreement will be provided on the following fee basis:

Task 1: Site Plan Development:	\$2,500.00 Lump Sum
Task 2: Design Development:	\$8,875.00 Lump Sum
Task 3: Landscape/Hardscape Final Construction Documents:	\$14,500.00 Lump Sum
Task 4: Sub-Consultant Services	
Structural Engineer (site work)	\$2,000.00 Lump Sum
Site Lighting / Electrical Engineer	\$9,000.00 Lump Sum
Irrigation Designer	\$1,500.00 Lump Sum
Arborist	\$500.00 Lump Sum
Task 5: Project Coordination:	\$1,875.00 Lump Sum
Task 6: Bidding/Construction Phase Services:	hourly
Task 7: Miscellaneous Services:	hourly

GRAND TOTAL

\$40,750.00 Lump Sum

Reimbursable Allowance: \$300.00

By 
Ramon V. Murray, Principal
Murray Design Group, Inc.

Approved by: _____
Rick Gierok, Public Works Dir.
City of Eustis

Attachments/



Exhibit A

Hourly Rates per Consultant

MURRAY DESIGN GROUP:

Principal	\$135
Associate Designer	\$95
CAD / Technician	\$50

David Kittridge:

Principal	\$150
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Clear Engineering:

Principal	\$140
CAD / Technician	\$70
Administrative/Clerical	\$50

Crawford Irrigation Design:

Principal	\$75
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13651 Crystal River Drive
Orlando, FL 32828
Phone (407) 277-3431
darius@clear-engr.com

January 18, 2019

Ramon V Murray, RLA, ASLA
Principal Landscape Architect
Murray Design Group
942 Fremont Avenue
Winter Park, FL 32789

RE: Professional Engineering Fee Proposal #79129
Ferran Park, Eustis – Phase 4
Electrical Engineering

Dear Ramon:

Thank you for the opportunity to provide Professional Design Services for this upcoming Project in Eustis. This proposal is based on preliminary scope provided to us by Murray Design Group. Our services include the following design elements.

1. Electrical Engineering Design
 - a. Site electrical service design/ coordination with utility
 - b. Design for miscellaneous site and landscape lighting
 - c. Provide design for event power receptacles
 - d. Lighting design for shade structure, as needed.
 - e. Power to irrigation controller(s), as needed
 - f. Voltage drop calculations
2. Coordination with Owner, Landscape, and Civil Consultants
3. Specifications in drawing format.
4. Delivery of design documents in phases; to include Construction Documents
5. Two design-team/ Client design review meetings as needed.

Exclusions:

1. Probable construction cost estimates
2. Construction Phase services (pre-con meeting, RFI's, site visits/ inspections)
 - a. Attend prebid meeting, if needed
 - b. Shop drawings review
 - c. Evaluate Contractors Bid and respond to Bidder's RFI's
 - d. Site meetings, site visits, observation of contractor's work, and punch
 - i. 2 site visits
 - ii. 1 final inspection with punch list
 - e. Visit site for night-time review of installed Area lighting installation and performance (light meter measurements) as required by AHJ.
 - f. As-built drawings
3. Additional Construction Phase services

Additional meetings, site visits, contractor's request for value engineering, and requests for substitutions, etc. are available on an hourly basis or negotiated fixed fee based on scope of services

Professional Engineering Fees:

\$9,000.00 Electrical Engineering Construction Documents
\$TBD Construction Phase Services, if needed.

Reimbursable expenses include printing and plotting of full-size drawings for Review/Permitting Submittals, Field trip mileage, delivery services, etc. and will be billed at cost.

Additional services, such as drawing revisions, bidding support, and construction administration will be performed (after approval) on an hourly rate basis as follows:

Principal/ Engineer \$140.00
CAD Technician \$70.00
Administrative/ Clerical \$50.00

We look forward to working with you on this project. Please give us a call with any questions.

Sincerely,



Darius D. Adams, P.E.
Professional Engineer

Proposal accepted by: _____

Name: _____

Company: _____



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-37: APPROVING A PURCHASE IN EXCESS OF \$25,000 FOR PROFESSIONAL ENGINEERING SERVICES FOR THE ARDICE WATER TREATMENT PLANT UPGRADE

Introduction:

Resolution No. 19-37 approves an expenditure in excess of \$25,000 and authorizes the City Manager to execute an agreement with Wright-Pierce, Inc., for professional engineering services to complete preliminary and final design, permitting, bidding and construction phase services for the Ardice Water Treatment Plant Upgrade.

Background:

In line with continuing infrastructure improvements, the FY 18/19 CIP Budget includes funding to begin the required upgrades to the Ardice Water Treatment Plant. Deterioration of equipment and internal systems has increased over the last few years. The original facility was constructed in the early 1960's, with subsequent pump and control system upgrades. The existing elevated steel tank has been blasted and repainted in the past, but future preventative maintenance will be required.

Between fiscal years 18/19 and 19/20, the City has budgeted approximately \$1.18 million to perform upgrades to the Ardice WTP. This project includes the following upgrades to the facility:

- Construction of a new 500,000-gallon concrete ground storage tank;
- Construction of a hydro pneumatic tank with pneumatic air compressor;
- Addition of a fourth, 125-HP high service pump; and
- Demolition of the existing 500-000 gallon elevated steel storage tank.

Wright-Pierce proposes the following Scope of Services:

Task 1 - Design Phase Services

1. **1A) 30% Preliminary Design Phase to include:** kick-off meeting and site visit; data request and review; topographic and boundary survey; subsurface

geotechnical investigation services; stormwater permitting services; prepare preliminary design report; and FDEP permitting services.

2. **1B) 90% Design Phase to include:** 90% design contract documents; contract documents; 90% drawings; updated EOPCC; prepare for and attend 90% design review meeting; and deliver drawings, contract specifications, post electronic copy of drawings to W-P website, electronic copy of review meeting minutes, and post electronic copy of review meeting to W-P web site.
3. **1C) 100% Design Phase/Bidding Documents to include:** final design contract documents; final EOPCC; final contract documents with drawings, contract specs and one PDF of drawings and specs; final 100% drawings and specs; 100% contract and bidding documents; contract specs as part of the bidding documents; one electronic disc of PDF bidding drawings and specifications, final OPCC, and AutoCAD drawing; and post electronic drawings and specs to W-P web site.

Task 2 – Bidding Phase Services

Task 2 is to include preparing and attending one pre-bid meeting; prepare and submit meeting minutes via email and save to W-P web site; respond to bidders' questions; assist with preparation and issuance of project addenda; prepare and issue S&S Conformed Documents to the City and Contractor; minutes of pre-bid meeting; and post electronic copy of drawings and specification to W-P web site.

Task 3 – Construction Phase Services

Task 3 is to include preparing and attending one pre-construction conference; prepare and submit meeting minutes; attend monthly project meetings and prepare minutes; review shop drawings and contractor submittals; review payment requests; review and provide responses for RFI's from contractor; monitor work progress; provide oversight of initial start-up, training and operation for each equipment system; review manufacturer's operation and maintenance manuals; prepare a Certificate of Substantial Completion; conduct a final inspection; prepare record drawings; submit FDEP forms to place the improvements into operation; provide electronic and hard copy of project documentation; post project documentation to W-P web site; and provide sets of record drawings including a PDF version.

The estimated fee for the Scope of Services described above shall be as follows:

<u>PHASE</u>	<u>COMPENSATION</u>
○ Task 1 – Design Phase Services (Lump Sum)	\$121,800
○ Task 2 – Bidding Phase Services (Time & Material, NTE)	\$ 7,900
○ Task 3 – Construction Phase Services (Time & Materials, NTE)	\$ 58,400
Total (Tasks 1, 2 and 3):	\$188,100

The City Purchasing Ordinance requires that the Commission approve any purchase that exceeds \$25,000.

Recommended Action:

Staff recommends approval of Resolution No. 19-37.

Alternatives:**Alternatives:**

1. Approve Resolution No. 19-37
2. Deny Resolution No. 19-37

Discussion of Alternatives:

1. Alternative 1 approves the Resolution.

Advantages:

- Increased life span of critical infrastructure components.
- This project is in line with continuing infrastructure improvements

Disadvantages:

The action will approve an expenditure of \$188,100

2. Alternative 2 denies the Resolution.

Advantages:

The City would not expend \$188,100.

Disadvantages:

The City will ultimately suffer key infrastructure failure requiring expensive emergency corrective actions.

Prepared by Sally Mayer, Administrative Assistant - Public Utilities

Reviewed by Rick Gierok, P.E., Director of Public Works

Budget Impact:

The funds for the proposed purchase have been included in the approved Fiscal Year 2018/2019 CIP budget, Account #042-8600-533-66-40, which encompasses funds for the Professional Engineering Services as proposed by Wright-Pierce Engineering.

Attachments:

[Resolution No 19-37](#)

[Proposal for Ardice Water Treatment Plant Upgrade - Wright Pier](#)

Reviewed by:

Ronald Neibert, City Manager

Approved - 12 Apr 2019

Mary Montez, City Clerk

Approved - 12 Apr 2019

RESOLUTION NO. 19-37

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, APPROVING A PURCHASE IN EXCESS OF \$25,000 AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH WRIGHT-PIERCE ENGINEERING FOR PROFESSIONAL ENGINEERING SERVICES TO COMPLETE PRELIMINARY AND FINAL DESIGN, PERMITTING, BIDDING AND CONSTRUCTION PHASE SERVICES FOR THE ARDICE WATER TREATMENT PLANT UPGRADE.

WHEREAS, Wright-Pierce has submitted a proposal of \$188,100 for professional engineering services for the Ardice Water Treatment Plant's Upgrade project, consistent with the City of Eustis Purchasing Policies and Procedures; and

WHEREAS, the proposal consists of three (3) phases of professional engineering services: Design, Bidding and Construction Phases; and

WHEREAS, \$819,365 funding for this project is included in the approved Capital Improvement Budget for Fiscal Year 2018/19; and

WHEREAS, the City Commission must approve any purchase in excess of \$25,000.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

- 1) That the City Commission does hereby authorize an expenditure in excess of \$25,000 for Professional Engineering Services related to the Ardice Water Treatment Plant's Upgrade Project; and
- 2) That the City Commission does hereby authorize the City Manager to execute all agreements and contracts with Wright-Pierce Engineering relating to this project.

DONE AND RESOLVED, this _____ day of _____, 2019, in regular session of the City Commission of the City of Eustis, Lake County, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by Michael L. Holland, Mayor, and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-37 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, City Clerk

19-37



601 South Lake Destiny Road, Suite 290
Maitland, FL 32751
Phone: 407.906.1776 | Fax: 407.667.4799
www.wright-pierce.com

March 15, 2019
W-P Project No. T12358

Mr. Richard Gierok, PE
Director of Public Works
City of Eustis, FL
10 North Grove Street
Eustis, Florida 32726

Subject: Proposal for Ardice Water Treatment Plant Upgrade
City of Eustis, FL

Dear Mr. Gierok:

Wright-Pierce (W-P) would like to thank the City of Eustis (City) for the opportunity to submit this proposal to provide professional engineering services for the upgrade of the Ardice Water Treatment Plant (WTP) at the corner of West Ardice Avenue and Ruleme Street in the City of Eustis. This proposal presents our understanding of the scope of services that the City desires (based upon our February 26, 2019 meeting with the City), the proposed fee, and anticipated schedule to complete the work.

PROJECT BACKGROUND/UNDERSTANDING

The City of Eustis owns and operates the Ardice WTP, which consists of the following:

- Two groundwater wells and pumps rated at 2,000 and 4,000-gpm;
- A 500,000-gallon Crom concrete ground storage tank with cascade tray aerator;
- A 500,000-gallon elevated steel storage tank;
- A masonry block building which houses three, Aurora split-case high service pumps (two, 100-HP/2,000-gpm pumps and one, 125-HP/2,700-gpm pump); fluoride and sodium hypochlorite chemical feed systems; and electrical and control systems;
- A separate masonry structure houses bulk sodium hypochlorite storage for disinfection; and
- A pad-mounted, 375 kW standby diesel emergency generator that is sized to operate all three existing high service pumps.

The original facility was constructed in the early 1960s, with subsequent pump and control system upgrades. The existing elevated steel tank has been blasted and repainted in the past, but no testing was conducted for lead-based paint in the existing coating system. Based on our discussion, it is assumed that lead-based paint is present.

The WTP is monitored via a US Filter local control panel with D620i controller, with remote monitoring and alarms transmitted via the City's remote telemetry network to a central VT SCADA system. The City



would like to replace the US Filter D620i control panel with a Citec control system. The City will perform this upgrade under a future project.

There does not appear to be an existing Environmental Resource Permit (ERP) associated with the existing site. New impervious area will be added as part of this upgrade for construction of the new ground storage tank and the hydropneumatic tank. The City will be conducting stormwater improvements along Ruleme Street that can be linked with the Ardice property for stormwater attenuation. For the purposes of this proposal, we've assumed that the project will qualify for an ERP exemption. However, an Additional Services task has been included in our Scope of Services in case some form of on-site stormwater treatment will be needed along with a complete ERP application.

Between fiscal years 2019 and 2020, the City has budgeted approximately \$1.18 million to perform upgrades to the Ardice WTP. This project will include the following upgrades to the facility:

- Construction of a new 500,000-gallon concrete ground storage tank;
- Construction of a hydropneumatic tank with pneumatic air compressor;
- Addition of a fourth, 125-HP high service pump; and
- Demolition of the existing 500,000-gallon elevated steel storage tank.

We've assumed that demolition of the elevated steel storage tank would be included in a single set of Contract Documents along with the remaining scope items listed above. Based on our understanding of the City's goals for this project, W-P proposes the following Scope of Services:

PROPOSED SCOPE OF SERVICES

TASK 1: DESIGN PHASE SERVICES

Task 1A: 30% Preliminary Design

1) Kick-Off Meeting and Site Visit

- a) Prepare for and attend final design kick-off meeting with the City and W-P project team members.
The goals of the meeting will be to:
 - i) Identify key project team members; review key design criteria; establish schedules for deliverables and workshop meetings; and establish procedures for communication protocols and project data exchange between W-P, subcontractors and the City throughout the project.
 - ii) Develop a final project schedule based on discussions at the kick-off meeting.
- b) Conduct site visit to obtain key dimensions and information as needed to confirm and supplement original design or record drawings and to assist in the development of base plans. Potential stormwater conveyance locations will be confirmed along Ruleme Street.
 - i) Site visit is anticipated to be attended by the following personnel:
 - (1) W-P Project Manager
 - (2) W-P Lead Project Engineer
 - (3) W-P Electrical Engineer
 - (4) Civil/Stormwater Subconsultant (*Civil/Site Engineering, Inc.*)
- c) Deliverables:



- i) One electronic copy of the meeting minutes will be e-mailed to the City and posted to the Wright-Pierce SharePoint web site.
- 2) Data Request and Review:
- a) W-P will request and review existing City-provided data pertinent to the project. Data request is anticipated to include the following:
 - i) City's existing hydraulic model of the water distribution system (*Received*)
 - ii) Existing Record Drawings of the Ardice WTP (*Received*)
 - iii) Record Drawings of the existing Crom concrete ground storage tank (*Received*)
 - iv) Two years of water flow rate information at 6-minute increments
 - v) Record Drawings from the electrical upgrade project and Operations & Maintenance Manuals
 - vi) Pump curve and Operations and Maintenance Manuals for existing high service pumps.
 - vii) Deliverables:
 - (1) None.
- 3) Topographic and Boundary Survey (*L&S Diversified, LLC*):
- a) A boundary and topographic survey will be prepared in accordance with the State of Florida Standards of Practice, as set forth by the Board of Professional Surveyors and Mappers, Chapter 5J-17, FAC, and per Section 472.027, Florida Statutes.
 - b) Research property boundaries (metes and bounds legal description), lines of possession, adjacent right-of-way and access with recording information for Parcel No. 23-19-26-0002-000-01600 in Lake County. Locate existing property monumentation and develop boundary survey.
 - c) Establish horizontal and vertical control monuments to facilitate site engineering. At least three site benchmarks shall be established to facilitate engineering for the project site. Horizontal coordinates shall be referenced to Florida State Plane, North American Datum of 1983 (NAD83). Elevations shall be referenced to North American Vertical Datum of 1988 (NAVD88).
 - d) Coordinate and conduct topographic survey at a 100-foot grid within the project limits, plus 100 feet outside of the project limits. Survey will include the location and elevation of existing improvements and visible above-ground utilities (including roadways, sidewalks, catch basins, manholes, valve vaults, fencing, concrete, light poles, utility boxes, buildings, structures, floor elevations, curbing and soil borings). Elevations will be shown in sufficient quantity to produce 0.5-foot vertical contours, based on NAVD88. Sunshine One Call (811) will be contacted, however, they often do not make field visits for survey/design tickets (they may for the geotechnical investigation). W-P and the surveyor will coordinate with the City for underground utility locates by City staff, as needed.
 - e) Deliverables:
 - i) Submit three signed and sealed sets of prints of the Survey to the City.
 - ii) An electronic (PDF) version of the survey/existing site plan will be provided to the City.
- 4) Subsurface Geotechnical Investigation Services (*Madrid Engineering Group, Inc.*):
- a) Coordinate utility clearance via Sunshine One Call (three days prior to field work).
 - b) Coordinate with the City and W-P to locate/stake boring locations within the footprint of proposed ground storage tank.



- c) Conduct four Standard Penetration Test (SPT) borings within the footprint of the future tank. Three borings will be conducted to a depth of 30 feet around the tank perimeter and one will be advanced at the tank center to 75 feet to check for sinkhole activity.
 - d) Perform visual classification of the soil samples obtained from the soil borings to confirm field classifications.
 - e) Perform soil laboratory classification tests on representative samples, as considered appropriate. These tests may include the percent fines passing the No. 200 sieve determinations, natural moisture content determinations, organic content tests, and Atterberg Limits tests.
 - f) Compile Geotechnical Engineering Report, which will specifically address the following items:
 - i) Existing site conditions.
 - ii) Exploration, testing and sampling methods.
 - iii) Subsurface soil conditions encountered and NRCS soil classifications, including any unsuitable materials encountered, including boring logs/profiles.
 - iv) Depth to groundwater at the time of the exploration and estimated seasonal high.
 - v) Geotechnical recommendations for shallow foundations (i.e. bearing capacity, sizing, embedment and settlement).
 - vi) An estimate of foundation settlement based on available data.
 - vii) A review of surface features and site conditions that could affect construction and site preparation.
 - viii) Recommendations for site preparation and construction of compacted fills or backfills.
 - ix) Recommendations for earthwork and foundation construction monitoring and testing.
 - g) Deliverables:
 - i) One electronic copy of the final geotechnical report posted to the W-P SharePoint web site for City distribution.
 - ii) Two hard copies of the final signed and sealed geotechnical report will be forwarded to the City.
- 5) Stormwater Permitting Services (*Civil/Site Engineering, Inc.*):
- Based on preliminary research through both the Florida Department of Environmental Protection (FDEP) and the St. Johns River Water Management District (SJRWMD), it does not appear that the Ardice WTP site has an existing Environmental Resource Permit (ERP). This Scope of Services assumes that an existing ERP does not exist. Due to the area of the proposed site improvements, the project may qualify for an ERP exemption. This Task includes requesting an exemption from the permitting authority. If an exemption is not granted and a full ERP application is required, the services to prepare and submit a full ERP application have been included under the Additional Services task below. Based on these assumptions, this Task includes the following:
- a) Contact the FDEP and the SJRWMD to determine the ERP permitting authority for this project.
 - b) Attend pre-application meeting with the ERP permitting authority to review requirements for permit exemption request.
 - c) Submit an ERP exemption letter request. Respond to one Request for Additional Information (RAI). If an ERP exemption is granted, then no further services will be needed for the project.
 - d) Deliverables
 - i) Draft and Final ERP exemption request. Two (2) hard copies of the final ERP exemption request will be forwarded to the City along with the response to the RAI.



- 6) Prepare Preliminary Design Report (PDR) of the Ardice WTP Upgrade (30% Design):
 - a) W-P will confirm and summarize the key design criteria for the project, which is necessary for FDEP permitting as well as to set the final locations of new structures and process, electrical and instrumentation requirements. Information will be summarized in a Preliminary Design Report (30% Design). The PDR will include the following:
 - i) Summary of impacts on system hydraulics through demolition of elevated storage tank and construction of ground storage tank, hydropneumatic tank, and fourth high service pump.
 - ii) Master equipment list with power requirements
 - iii) Equipment nomenclature memorandum
 - iv) Existing and revised process flow diagram
 - v) Maintenance of plant operations summary/construction sequencing discussion
 - vi) Preliminary drawing list
 - vii) Preliminary specifications list (Division 0 documents are assumed to be based on current version of Engineer's Joint Contract Documents Committee (EJCDC) Contract Documents. Specifications will also follow the Construction Specifications Institute (CSI) 16 Division format)
 - viii) Preliminary site plans showing the locations of new structures and processes
 - ix) Proposed equipment cut sheets
 - x) Summary of stormwater requirements
 - xi) Geotechnical Report
 - xii) Biologic Survey Report, if required (*included under Additional Services Task*)
 - xiii) Wetlands Delineation Report, if required (*included under Additional Services Task*)
 - xiv) Engineer's Opinion of Probable Construction Cost (EOPCC)
 - xv) Meetings: It is anticipated that the following meetings will take place during this Task:
 - (1) One Design Criteria Workshop
 - (2) Draft PDR Review Meeting
 - xvi) Deliverables:
 - (1) Design criteria and drawings will be compiled into the PDR. W-P will submit Draft and Final Reports.
 - (2) One electronic copy of the final PDR will be posted to the W-P SharePoint web site for City distribution.
 - (3) Two signed and sealed hard copies of the final Report will be forwarded to the City.
- 7) FDEP Permitting Services:
 - a) Once the PDR is finalized, a permit application is required to be submitted to the FDEP.
 - b) Conduct a pre-application meeting with the FDEP to discuss project and permitting requirements. At this time, it is anticipated that Form 62-555.900(1), *Application for a Specific Permit to Construct PWS Components* and the Preliminary Design Report will be enough information to permit this project through the DEP.
 - c) Prepare and submit Form 62-555.900(1) and the PDR. All permit fees will be paid by the City of Eustis.
 - d) Respond to one Request for Additional Information (RAI).
 - e) Deliverables:
 - i) Draft and Final Forms 62-555.900(1)



ii) One RAI response

Task 1B: 90% Design Phase

- 1) After review and acceptance by the City of the 1A Tasks listed above, prepare 90% design contract documents consisting of drawings and specifications. For this project, we estimate a total of approximately 27 drawings.
- 2) Contract documents shall utilize EJCDC standard front-end specifications, with City Supplementary Conditions, as applicable. W-P will supplement the contract documents with W-P specifications and details where appropriate.
- 3) Prepare and submit 90% drawings and specifications to the City for a single review.
- 4) Prepare and submit an updated EOPCC.
- 5) Prepare for and attend a 90% design review meeting with the City and W-P project team members.
- 6) Solicit feedback from the City personnel attending the meeting.
- 7) Deliverables:
 - a) Three (3) full-size (22" x 34") and five (5) 11" x 17" sets of drawings to City
 - b) Three (3) sets of contract specifications to City
 - c) Post electronic copy of drawings to W-P SharePoint web site
 - d) One (1) electronic copy of the review meeting minutes e-mailed to the City
 - e) Post electronic copy of the review meeting minutes to W-P SharePoint web site.

Task 1C: 100% Design Phase/Bidding Documents

- 1) After review by the City of the 90% design contract documents, prepare final design contract documents.
- 2) Prepare and submit a final EOPCC.
- 3) Prepare and submit final contract documents consisting of full-size drawings and contract specifications, and one electronic (PDF) copy of the drawings and specifications
- 4) Submit final 100% Drawings and Specifications to the City for a final review. If necessary, make corrections to the Contract Documents and resubmit final Bidding Documents back to the City.
- 5) Deliverables:
 - a) Six (6) full-size (22" x 34") and two (2) 11" x 17" sets of 100% Contract Documents and Bidding Documents to the City.
 - b) Three (3) sets of contract specifications to the City at the 100% stage and as a part of the Bidding Documents.
 - c) One (1) electronic disc with a PDF copy of the Bidding drawings and specifications, final OPCC, and AutoCAD drawings.
 - d) Post electronic copy of drawings and specifications to W-P SharePoint web site.

TASK 2: BIDDING PHASE SERVICES

- 1) Prepare for and attend one (1) pre-bid meeting to be organized by the City.
- 2) Prepare meeting minutes and submit meeting minutes via email and save to W-P SharePoint web site.
- 3) Respond to bidder's questions provided by the City.
- 4) Assist the City with preparation and issuance of project addenda.



- 5) The length of the Bidding phase is assumed to be 30 days, with 45 days for bid evaluation and award.
- 6) Prepare and issue signed and sealed Conformed Documents to the City and Contractor. The Conformed Drawings will also be saved to W-P's SharePoint web site.
- 7) Deliverables:
 - a) Prepare minutes of the pre-bid meeting and e-mail to the City.
 - b) Post electronic copy of pre-bid meeting minutes to W-P SharePoint web site.
 - c) Two (2) full size (22" x 34") and one (1) 11" x 17" set of Conformed Documents to the City.
 - d) Five (5) full size (22" x 34") sets of Conformed Documents.
 - e) One (1) electronic disc with PDF and AutoCAD conformed drawings.
 - f) Post electronic copy of drawings and specifications to W-P SharePoint web site.

TASK 3: CONSTRUCTION PHASE SERVICES

- 1) W-P will consult with and advise the City and act as City's representative as provided in the Standard General Conditions and Supplementary Conditions of the Construction Contract. The Construction Phase services shall include:
 - a) Prepare for and attend one pre-construction conference, organized by the City. Prepare minutes to the meeting and distribute via e-mail to the attendees.
 - b) Prepare for and attend monthly project meetings once the Contractor mobilizes to the site (estimated to be 7). Prepare minutes to the monthly project meetings and distribute via e-mail to the attendees. Participate in formal inspections by the City. It is assumed that the formal inspections by W-P staff will be conducted on the same day as the monthly project meetings.
 - c) Review up to forty (40) shop drawings (including resubmittals) and other Contractor submittals for compliance with Contract Documents.
 - d) Review Contractors' payment requests (up to 8) and estimate amounts to be paid by the City.
 - e) Negotiate up to two (2) changes in the scope of work, price and/or completion time and prepare up to two (2) change orders which become necessary due to factors discovered during the progress of the work resulting from interpretations and clarifications of the Contract Documents.
 - f) Review and provide responses for up to eight (8) requests for information (RFIs) from the Contractor.
 - g) Communicate with City and Contractor.
 - h) Monitor work progress for conformance with established schedules and budget.
 - i) Provide oversight of initial start-up, training and operation for each equipment system (estimated to be 3 – new high service pump, hydropneumatic tank, and ground storage tank) and to prepare the project performance certification and associated documentation.
 - j) Review up to ten (10) equipment manufacturer's Operation and Maintenance Manuals (including resubmittals) for the equipment provided. Submit copies to the City for review and comment. W-P to have the Contractor revise and resubmit the O&M manuals based on comments received from the City and W-P.
 - k) Conduct a Substantial Completion inspection and prepare a Certificate of Substantial Completion along with a punch list of work required to reach Final Completion.
 - l) Conduct a final inspection to confirm the completion of the Substantial Completion punch list.
 - m) Prepare record drawings of the work as constructed, based upon Contractor redline drawings.



- n) Submit to FDEP Form 62-555.900(9) *Certification of Construction Completion and Request for Clearance to Place Permitted PWS Components into Operation* along with required backup documentation to place the improvements into operation.
- o) Total duration of these services is assumed to be 10 months, which may not be continuous.
- 2) Deliverables:
 - a) Electronic copies of project documentation as outlined in this task.
 - b) Provide one hard copy of project documentation to the City as outlined in this task.
 - c) Post project documentation to W-P SharePoint web site as outlined in this task.
 - d) Two (2) full size (22" x 34") and two (2) 11" x 17" sets of record drawings.
 - e) One (1) electronic disc with a (PDF) copy of the record drawings to the City.

ADDITIONAL SERVICES (Only Initiated Upon Written Authorization from City)

TASK 4 – FULL ERP AND STORMWATER DESIGN/CONSTRUCTION PHASE SERVICES

If an ERP exemption is not granted from the permitting authority, Additional Services will be required to prepare a full ERP application and design on-site stormwater conveyance/treatment. These services would only be initiated upon written authorization from the City. The on-site stormwater treatment may consist of either a pond or detention swale, with discharge to a City-provided stormwater pipe which outlets to a future pond along Ruleme Street (permitted under a separate project). The ERP/Stormwater Additional Services would consist of the following:

- 1) Environmental Services – Cursory Biologic Survey (*Civil/Site Engineering, Inc.*):
 - a) Conduct cursory biologic assessment to meet ERP permitting requirements. This assessment will be a qualitative assessment of the subject site habitat and query of existing data to determine the potential presence of listed species on site or the likelihood that habitats present onsite support listed species based upon sightings or sign or habitat and species range.
 - b) Listed species, for this proposal, are those plants and animals that are formally listed as Endangered, Threatened, or a Species of Special Concern, or as a commercially exploited plant by:
 - i) US Department of the Interior, Fish and Wildlife Service (50 CFR 17.11-12)
 - ii) Florida Fish and Wildlife Conservation Commission (Chapter 68A-27 FAC)
 - iii) Florida Department of Agriculture and Consumer Services (Section 581 F.S).
 - c) Develop draft letter report summarizing all data collected as well as available options, recommendations and estimated costs for preparing a management or mitigation plan, should the results indicate the presence of a listed species. Submit to City for a single review and receive comments.
 - d) Address City's comments in the final letter report.
 - e) Deliverables:
 - i) Draft and final letter report.
 - ii) One (1) electronic copy of the final biologic survey report will be posted to the W-P SharePoint web site for City distribution.
 - iii) Two (2) hard copies of the final biologic survey report will be forwarded to the City.



- 2) Environmental Services – Jurisdictional Wetland Delineation (*Civil/Site Engineering, Inc.*):
 - a) Flag the limits of wetland lines in the field within the subject site limits (although it is assumed that none exist within the property boundary). If wetlands are identified, boundaries will be delineated with numbered flags and GPS located to provide a GIS map of wetland areas. If wetlands are identified, wetland flags will also be surveyed to identify limits on the plans.
 - b) Provide narrative wetland descriptions for each wetland area, namely discriminating forested from herbaceous, for purpose of permitting activities.
 - c) Deliverables:
 - i) Provide summary of findings in short letter/memorandum report.
 - ii) One (1) electronic copy of the final wetland delineation report will be posted to the W-P SharePoint web site for City distribution.
 - iii) Two (2) hard copies of the final wetland delineation report will be forwarded to the City.
- 3) Additional Stormwater Permitting Services (*Civil/Site Engineering, Inc.*):
 - a) Develop stormwater design report and submit draft ERP application for a single City review. Report will include boundary survey information and findings from environmental studies, as outlined above.
 - b) Address City comments on draft ERP application and submit final ERP application to permitting agency. Permit application fee will be paid by the City.
 - c) Respond to one Request for Additional Information (RAI) from the permitting agency.
 - d) Deliverables
 - i) Draft and Final ERP Application. Two (2) hard copies of the final ERP application will be forwarded to the City along with responses to RAI.
 - ii) Electronic copy of the final ERP application posted to the W-P SharePoint web site for City distribution.
- 4) Additional Stormwater Design and Construction Phase Services (*Civil/Site Engineering, Inc.*):
 - a) Design on-site stormwater management system that provides the required water quality treatment volume associated with the existing site.
 - b) For the Preliminary Design Report, develop plan and section views of proposed stormwater management system.
 - c) Develop 90% plans and specifications
 - d) Develop 100% plans and specifications
 - e) Develop Bidding Documents
 - f) Conduct one punchlist inspection at substantial completion
 - g) Prepare and submit stormwater construction completion certification to ERP permitting authority.

CONDITIONS AND EXCLUSIONS

- 1) The City will provide a title opinion for the boundary survey.
- 2) The City will pay all permit application fees.
- 3) The City will provide construction inspection/observation services for this project. Site visits to be conducted during construction by Wright-Pierce staff are outlined in Task 3 above.

Mr. Richard Gierok, PE
 March 18, 2019
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- 4) It is assumed that the City will conduct the analysis and evaluation of the apparent low bidder bid package and develop recommendation to award. It is also assumed that the City will prepare the required number of Contract Documents for execution by the City and the awarded Contractor.
- 5) We have assumed a two week review period by the City for each major design deliverable (30% and 90%).

FEE ESTIMATE

We propose to complete the *Task 1* Design Phase Services as a lump sum, while *Task 2* Bidding Phase Services and *Task 3* Construction Phase Services would be performed on a time and materials, not to exceed basis. The fee for Tasks 1, 2 and 3 is ***\$188,100***, not including the *Task 4* Additional Services. *Task 4*, if authorized, would add an additional ***\$38,400***. The following is a breakdown by Task:

Scope Item	Fee	
Task 1 – Design Phase Services (Lump Sum)	\$121,800	DESIGN
Task 2 – Bidding Phase Services (Time & Materials, Not to Exceed)	\$7,900	BID
Task 3 – Construction Phase Services (Time & Materials, Not to Exceed)	\$58,400	CONSTRUCT
TOTAL (Tasks 1, 2 and 3)	\$188,100	
Task 4 - Additional Services (Full ERP, Stormwater Design & Construction) (Time & Materials, Not to Exceed)	\$38,400	X
TOTAL (Including Task 4)	\$226,500	

PROPOSED SCHEDULE

We will start our services immediately after City's acceptance of this proposal and issuance of a Purchase Order/Notice to Proceed (PO/NTP). Below is a summary of the expected schedule, assuming a PO/NTP is given on April 15, 2019:

Scope Item	Estimated Start Date	Estimated Completion Date
Notice to Proceed	April 15, 2019	
Task 1 – Design Phase Services	April 22, 2019	December 4, 2019
Task 2 – Bidding Phase Services	December 5, 2019	February 18, 2020
Task 3 – Construction Phase Services ⁽¹⁾	February 19, 2020	December 15, 2020

Note: 1. Construction schedule is based on an assumed construction schedule of 270 days to Substantial Completion and 300 days to Final Completion.

Mr. Richard Gierok, PE
March 18, 2019
Page 11 of 12



We appreciate the opportunity to present this proposal to you and for the opportunity to serve the City of Eustis. Should you have any questions or require additional information, please do not hesitate to contact me at (407) 747-9935 or at the e-mail address listed below.

Sincerely,
WRIGHT-PIERCE

Bartt C. Booz, PE
Senior Project Manager
bartt.booz@wright-pierce.com

Cc: *Greg Taylor, W-P*
Steve Hallowell, W-P
Dennis Davis, W-P

Mr. Richard Gierok, PE
March 18, 2019
Page 12 of 12



CITY OF EUSTIS, FLORIDA

WRIGHT-PIERCE

Signature: _____

Signature: _____

Printed Name: Ronald R. Neibert _____

Printed Name: Steven C. Hallowell, PE _____

Title: City Manager _____

Title: Vice President _____

Date: _____

Date: _____

Signature: _____

Printed Name: Rick Gierok, PE _____

Title: Director, Public Works _____

Date: _____



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-38: PURCHASE IN EXCESS OF \$25,000 FOR NEW PUMPS AT BATES AVENUE WASTEWATER TREATMENT PLANT

Introduction:

Resolution No. 19-38 approves an expenditure in excess of \$25,000 and authorizes the City Manager to execute an agreement with Hydra Services, Inc. for three pumps for the Bates Avenue wastewater treatment plant.

Background:

See attached Staff Report.

Attachments:

[Staff Report - Res 19-38](#)

[Resolution No 19-38](#)

[Hydra Serv Quotes and sole source letter](#)

Reviewed by:

Rick Gierok, Director
Ronald Neibert, City Manager

Approved - 04 Apr 2019
Pending



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

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DATE: April 18, 2019
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[Resolution No 19-38](#)

[Hydra Serv Quotes and sole source letter](#)

Reviewed by:

Rick Gierok, Director
Ronald Neibert, City Manager

Approved - 04 Apr 2019
Pending



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 4, 2019

RE: RESOLUTION NO. 19-38
PURCHASE IN EXCESS OF \$25,000 FOR NEW PUMPS
AT BATES AVENUE WASTEWATER TREATMENT PLANT

Introduction:

Resolution No. 19-38 approves an expenditure in excess of \$25,000 and authorizes the City Manager to execute an agreement with Hydra Services, Inc. for three pumps for the Bates Avenue wastewater treatment plant.

Recommended Action:

Staff recommends approval of Resolution No. 19-38.

Background:

Hydra Services Inc. is the sole source for this type of pump. This is a necessary upgrade due to the age and performance of the current pumps.

The approved 2018-2019 Budget has \$93,900 programmed for this purchase and other equipment in Account # 040-535-3520-60-64. The City Purchasing Ordinance requires that the Commission approve any purchase that exceeds \$25,000.

Alternatives:

1. Approve Resolution No. 19-38
2. Deny Resolution No. 19-38

Discussion of Alternatives:

1. Alternative 1 approves the Resolution.

Advantages:

- Increased life span of critical infrastructure components of the Bates Ave. Wastewater Facility.
- Improve personnel safety by replacing old, faulty equipment with new.

Disadvantages:

- The action will approve an expenditure of \$40,760.30.

2. Alternative 2 denies the Resolution.

Advantages:

- The City would not expend \$ 40,760.30.

Disadvantages:

- The City will continue to have major pump repairs or replacement.

Community Input

The Community had opportunity to give comments during the 2018/2019 CIP Budget approval process.

Budget/Staff Impact:

The funds for the proposed purchase have been included in the approved Fiscal Year 2018/2019 Annual budget, Account # 040-535-3520-60-64.

Reviewed By:

Bill Johnston, Wastewater Superintendent

Prepared by:

Vicky McGhee, Senior Staff Assistant – Wastewater

Attachments:

Resolution No. 19-38

Quote by Hydra Services Inc.

Sole source letter

RESOLUTION NO. 19-38

**A RESOLUTION OF THE CITY COMMISSION OF THE
CITY OF EUSTIS, LAKE COUNTY, FLORIDA,
APPROVING AN EXPENDITURE IN EXCESS OF \$25,000
FOR THREE NEW PUMPS FOR THE BATES AVENUE
WASTEWATER PLANT.**

WHEREAS, sufficient funding for these pumps is available within the FY 2018/2019 Budget; and

WHEREAS, Hydra Services Inc. is the sole source vendor; and

WHEREAS, City of Eustis Purchasing Ordinance requires that the City Commission approve any purchase in excess of \$25,000.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Lake County, Florida, as follows:

- (1) That the City Commission hereby authorizes a purchase in excess of \$25,000 to purchase of three new pumps for the Bates Avenue wastewater plant; and
- (2) That the City Commission hereby authorizes the City Manager to execute all agreements and contracts associated with the approved purchase.

DONE AND RESOLVED this 4th day of April, 2019, in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this _____ day of _____, 2019,
by Michael L. Holland, Mayor, and Mary C. Montez, City Clerk, who are personally known to
me.

Notary Public – State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY’S OFFICE

This document is approved as to form and legal content for use and reliance of the City
Commission of the City of Eustis, Florida

City Attorney’s Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-38 is hereby approved, and I certify that I published the same
by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one
copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City
of Eustis, Lake County, Florida.

Mary C. Montez, City Clerk



Hydra Service, Inc.
SPECIALIST IN FLUID MOVEMENT



250 Springview Commerce Drive
Debarry Florida 32765
Phone: 407 330 3456
Phone: 800 323 1731
Fax: 407 330 3404

Sales Representative

Contact Information

Cell Phone: 407-625-1388
Fax: 407-977- 6419

TO: **City of Eustis**

FROM: **Keaton Heller**

ATTN: **Walt L**

EMAIL: Kheller@hydraservice.net

DATE: **March 18, 2019**

PHONE **352-357-3777**

QUOTE: **190318-5KH**

FAX: **352-357-1121**

REF: **Replace IR Pump East with Plate and Increaser**

EMAIL:

ENG FIRM:

- 1 Sulzer/ABS Model **XFPD201G-CB2.300-PE120/8D, 16.1** h.p., **460** volt, **3** phase, with **49'** of power cable, with motor cooling option for dry installation
 - 1 Custom Bottom Plate to Fit Wilo Suction Plate
 - 1 Increaser, Cast Iron, 8" x 10"
- Note: Price per pump and bottom plate is \$15,242.00. All pricing includes Freight

TOTAL PRICE, F.O.B. JOB, FREIGHT ALLOWED **\$15,242.00** PLUS ANY FEDERAL, STATE OR LOCAL TAXES WHICH MAY APPLY. TERMS ARE NET **30** DAYS. PRICES ARE FIRM 30 DAYS
"HYDRA SERVICE INC TERMS & CONDITIONS APPLY" PAYMENT TERMS NET 30 DAYS.
ESTMTD DELIVERY: **8-10** WEEKS AFTER RECEIPT IN OUR OFFICE OF COMPLETE APPROVED SUBMITTAL DATA AND SIGNED PROPOSAL.
THESE TERMS ARE INDEPENDENT OF, AND ARE NOT CONTINGENT UPON THE TIME OR MANNER IN WHICH PURCHASER MAY RECEIVE PAYMENT FROM OTHERS.
NO DAY OF FACTORY START-UP IS INCLUDED AND REQUIRED FOR WARRANTY. PAYMENT FOR MATERIALS WILL BE REQUIRED BEFORE THE AUTHORIZED START-UP IS CONDUCTED.

ACCEPTED DATE _____

Review Date: 2/18/2019

NAME OF PURCHASER _____

Keaton Heller
REVIEWED BY HYDRA SERVICE PUMP REP.



Hydra Service, Inc.
SPECIALIST IN FLUID MOVEMENT



250 Springview Commerce Drive
DeBary Florida 32765
Phone: 407 330 3456
Phone: 800 323 1731
Fax: 407 330 3404

Sales Representative

Contact Information

Cell Phone: 407-625-1388
Fax: 407-977-6419

TO: **City of Eustis**

FROM: **Keaton Heller**

ATTN: **Walt L**

EMAIL: Kheller@hydraservice.net

PHONE **352-357-3777**

DATE: **March 19, 2019**

FAX: **352-357-1121**

QUOTE: **190319-1KH**

REF: **Replace IR West**

EMAIL:

ENG FIRM:

- 1 Sulzer/ABS Model **XFPD150G-CB1.3-PE110/6D**, 15 h.p., 460 volt, 3 phase, with 49' of power cable, with motor cooling option for dry installation
- 1 Custom Bottom Plate to Fit Wilo Suction Elbow

TOTAL PRICE, F.O.B. JOB, FREIGHT ALLOWED **\$12,759.15** PLUS ANY FEDERAL, STATE OR LOCAL TAXES WHICH MAY APPLY. TERMS ARE NET **30** DAYS. PRICES ARE FIRM 30 DAYS
"HYDRA SERVICE INC TERMS & CONDITIONS APPLY" PAYMENT TERMS NET 30 DAYS.
ESTMTD DELIVERY: **6-8** WEEKS AFTER RECEIPT IN OUR OFFICE OF COMPLETE APPROVED SUBMITTAL DATA AND SIGNED PROPOSAL.
THESE TERMS ARE INDEPENDENT OF, AND ARE NOT CONTINGENT UPON THE TIME OR MANNER IN WHICH PURCHASER MAY RECEIVE PAYMENT FROM OTHERS.
NO DAY OF FACTORY START-UP IS INCLUDED AND REQUIRED FOR WARRANTY. PAYMENT FOR MATERIALS WILL BE REQUIRED BEFORE THE AUTHORIZED START-UP IS CONDUCTED.

ACCEPTED DATE _____

Review Date: 3/19/2019

NAME OF PURCHASER

Keaton Heller
REVIEWED BY HYDRA SERVICE PUMP REP.



Hydra Service, Inc.
SPECIALIST IN FLUID MOVEMENT



250 Springview Commerce Drive
DeBary Florida 32765
Phone: 407 330 3456
Phone: 800 323 1731
Fax: 407 330 3404

Sales Representative

Contact Information

Cell Phone: 407-625-1388
Fax: 407-977- 6419

TO: **City of Eustis**

FROM: **Keaton Heller**

ATTN: **Walt L**

EMAIL: Kheller@hydraservice.net

DATE: **March 19, 2019**

PHONE **352-357-3777**

QUOTE: **190319-2KH**

FAX: **352-357-1121**

REF: **Replace RAS Pump**

EMAIL:

ENG FIRM:

-
- 1 Sulzer/ABS Model **XFPD150G-CB1.3-PE110/6D**, **15** h.p., **460** volt, **3** phase, with **49'** of power cable, with motor cooling option for dry installation
 - 1 Custom Bottom Plate to Fit Wilo Suction Elbow

TOTAL PRICE, F.O.B. JOB, FREIGHT ALLOWED **\$12,759.15** PLUS ANY FEDERAL, STATE OR LOCAL TAXES WHICH MAY APPLY. TERMS ARE NET **30** DAYS. PRICES ARE FIRM 30 DAYS
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ACCEPTED DATE _____

Review Date: 3/19/2019

NAME OF PURCHASER

Keaton Heller
REVIEWED BY HYDRA SERVICE PUMP REP.

SULZER

Sulzer Pumps Solutions Inc.
140 Pond View Drive
Meriden, CT 06450
Phone (203) 238 2700
Fax (203) 514 4364
www.sulzer.com

March 21, 2019

Subject: Hydra Service Inc. as Contracted Sulzer Distributor for Sulzer (ABS) type products

To the City of Eustis, Florida:

The purpose of this letter is to confirm that **Hydra Service Inc.** located in DeBary, Florida is the contracted Sulzer sole distributor for Sulzer wastewater (formerly ABS) products, including pumps, mixers, blowers and aerators, for the Municipal Wastewater Collection and Treatment market. **Hydra Service's** territory includes the entire state of Florida.

Nationally we utilize a network of independent distributors/service centers to serve Municipal, Industrial, Building Trades and Dewatering market segments in specific territories. The authorized distributor for Sulzer products in these segments/territories has the expertise, knowledge, training and access to the latest product developments and upgrades, along with genuine OEM parts. **Hydra Service, Inc.** is trained in the latest methods in care and start-up of our equipment and has the ability to execute warranty claims.

Please do not hesitate to contact me if I can provide any additional information.

Sincerely,



Lance Reed
Regional Sales Manager
Southwest Region



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-39: CONDITIONAL RELEASE OF CODE ENFORCEMENT LIEN - 2020 DIXIE AVENUE, CASE #00-117, 07-303, 07-304, 07-305, 07-306 AND 11-073

Introduction:

Resolution No. 19-39 provides for the release of Code Enforcement Liens recorded against 2020 Dixie Avenue once the current or future owner obtains required permits and completes all work necessary to bring the property into full compliance with the City's Housing Code (reference outstanding code violation case 17-00911).

Background:

See attached staff report.

Recommended Action:

The administration recommends approval of Resolution No. 19-39.

Alternatives:

1. Approve Resolution No. 19-39 to release the City's liens against the property once conditions are met.
2. Deny Resolution No. 19-39 and maintain the unpaid liens against the subject property.

Attachments:

[Staff Report Res. No. 19-39](#)

[Resolution No. 19-39](#)

[Email Coorespondence](#)

[Notice of Tax Deed Sale](#)

[Tax Deed](#)

[Tenant Complaints and Inspection Consent](#)

[Tenant complaint inspection pictures](#)

[6-29-18 Inspection Pictures](#)

[04-16-18 Email Attachment](#)

[06-20-18 Email Attachment from Mr. Johnson](#)

Reviewed by:

Lori Barnes, Director

Approved - 29 Mar 2019

Ronald Neibert, City Manager

Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

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DATE: April 18, 2019
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Background:

See attached staff report.

Recommended Action:

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2. Deny Resolution No. 19-39 and maintain the unpaid liens against the subject property.

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[06-20-18 Email Attachment from Mr. Johnson](#)

Reviewed by:

Lori Barnes, Director

Approved - 29 Mar 2019

Ronald Neibert, City Manager

Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 4, 2019

RE: RESOLUTION NO. 19-39: CONDITIONAL RELEASE OF CODE ENFORCEMENT LIEN
2020 DIXIE AVENUE, CASE #00-117, 07-303, 07-304, 07-305, 07-306 AND 11-073

Introduction:

Resolution No. 19-39 provides for the release of Code Enforcement Liens recorded against 2020 Dixie Avenue once the current or future owner obtains required permits and completes all work necessary to bring the property into full compliance with the City's Housing Code (reference outstanding code violation case 17-00911).

Recommended Action:

The administration recommends approval of Resolution No. 19-39.

Background:

Due to the previous owner's failure to comply with City Code, the City of Eustis has six Code Enforcement Liens recorded against 2020 Dixie Avenue, which total \$243,120 for code violation case #00-117, 07-303, 07-304, 07-305, 07-306 and 11-073. The property's prior homestead protection status prevented the City from foreclosing on the outstanding liens.

On July 17, 2017, after receiving tenant complaints regarding the condition of the structure, Code Enforcement opened Case 17-00911. On inspection, Code Enforcement found the property in violation of the City's Housing Code. At that time, the Inspector advised the tenants the property was in tax default. Given that condition, the City would likely be unsuccessful in persuading the property owner to perform repairs and recommended the tenants vacate the dwelling. The tenants eventually vacated, as recommended, and the property has remained vacant. Code Enforcement halted enforcement action against the minimum housing violations due to the status of the property (tax default and homestead protection and over \$200,000 of recorded Code Enforcement Liens).

On August 26, 2016, the Lake County Clerk of Court offered the property at tax deed sale. After receiving no bids, the County placed the property on the Lands Available List. Per the

tax deed sale process, properties remain in the current property owner's name while on the Lands Available List until deeded to Lake County through tax escheatment.

On March 30, 2018, Time Value Investments, LLC purchased the property from the Lands Available List. Prior to the purchase, Jay Ayre, a representative for the buyer, came to City Hall to meet with the Code Enforcement Supervisor regarding the prospective purchase. The Supervisor informed Mr. Ayre that the City was aware of the property status and planned to await tax escheatment, acquire the property from the County, and proceed with demolition of the structure.

The Supervisor also advised Mr. Ayre of all the outstanding code violations and liens that existed on the property, including the documented minimum housing violation. Despite the information provided, Mr. Ayre was not discouraged. As he believed a Florida Supreme Court ruling that would allow Time Value Investments, LLC to circumvent the City's liens, he felt the purchase was a good investment.

However, he requested assurances that the City would release the liens and asked for written confirmation. In response, the Supervisor sent him an email stating, "Per our conversation, were you and your partners to purchase this distressed property and bring it up to City Code, staff will recommend to the City Commission a full waiver and release of all the outstanding code enforcement fines and liens." The next day, Jay Ayre contacted the Supervisor via email stating he had not received the email, so it was resent.

On April 11, 2018, Mr. Ayre emailed the Supervisor requesting copies of "the files with all the issues that need to be addressed." On April 16, 2018, the Supervisor emailed a detailed report on all the open code violations.

On April 23, 2018, Don Johnson, the principal manager for Time Value Investments, LLC emailed the Supervisor with an update regarding property clean-up, and informed the Supervisor he is the main contact for the property. Mr. Johnson indicated it was their intent to sell the property without full renovation. He stated they needed to know specifics "that relate to the now known problem," so they could inform any interested buyer.

On June 20, 2018, Mr. Johnson emailed again to report that they had spent around \$4,300 removing over 70 yards of debris, abandoned vehicles, and other mechanics from the property. He stated they needed more direction on the minimum housing violations, and requested an onsite meeting to (1) review the current conditions and (2) discuss removing the levied violations so they would not remain clouding the title.

On June 29, 2018, the Supervisor met with Mr. Johnson and Mr. Ayre at the property. The Supervisor documented correction of all exterior ground violations associated with the liens, but observed the Housing Code violations remained. During the inspection of the structure, the Supervisor pointed out that although the building had all the characteristics of a duplex it appeared to be an illegal conversion. (Later, his suspicions proved true when he located a lien for Case 00-117 recorded in public record for a zoning violation involving conversion of the single- family residence to multi-family without a permit. This lien was not originally disclosed because it was generated prior to the Supervisor's employment with the City and there was no record of it in the City's database. He discovered it when he did a search of public records on the Clerk of Court's website while preparing this report).

Onsite during the June 29, 2018 inspection, the Supervisor identified a multitude of minimum housing violations, which involve some of the following issues:

- Possible defects in the roof that admit rain, which was documented in 2017;
- Defective exterior surfaces;
- Defective plumbing fixtures and other plumbing issues that were also observed during the 2017 inspection;
- Defective interior surfaces such as, but not limited to, doors, ceilings, windows, walls, floors, etc.;
- Defective electrical equipment and electrical hazards, some of which could cause a structure fire;
- Additions that did not appear to meet either minimum sq. ft. or egress requirements;
- No smoke detectors; and
- No heating facilities.

After the inspection, Mr. Johnson inquired about the process to release the liens from the property. The Supervisor advised he was reluctant to recommend a release of the liens. Bringing the structure up to code would involve extensive work, and intact liens leverage completion of repairs. Mr. Johnson was not too concerned at the time; he said he was a cash only business and that he will not sell it to anyone who needs financing for the purchase. The Supervisor advised to have prospective buyers call the Code Enforcement Department with questions about the liens.

Since the meeting with Mr. Johnson, the several prospective buyers have contacted the inquiring of liens and housing code violations. The City has advised all inquirers they will not provide an itemized list of violations. It is a prospective owners' responsibility to consult a licensed Contractor to prepare a repair and rehabilitation plan, followed by acquiring the necessary permits to complete the work. As for the liens, the City has assured all interested that they can submit written requests for the City Commission to release the liens once all repairs are completed and the property meets code.

On March 4, 2019, Mr. Johnson emailed the City Clerk, City Commission, City Manager and City Attorney demanding the City remove its liens. He referenced the same Florida Supreme Court ruling Mr. Ayre noted when he first contacted the City; only this time he provided the details. In the case he referred to (City of Palm Bay vs. Wells Fargo Bank, N.A.) the City of Palm Bay passed an Ordinance giving their code enforcement liens super majority over all other liens, despite the order of recording. This case has no relevance to the matter at hand because the City of Eustis has not passed an Ordinance giving code enforcement liens super majority. Mr. Johnson also stated in his email that the City's Code Enforcement Liens are inferior to the tax deed and "get wiped from record after a superior lien foreclosure finalizes."

On March 11, 2019, the City Attorney responded to this allegation, and informed Mr. Johnson that the City's lien does in fact survive the tax deed sale. The City Attorney provided a copy of Florida Statute 197.552 which states:

"...Except as specifically provided in this chapter, no right, interest, restriction, or other covenant shall survive the issuance of a tax deed, except that a lien of record held by a

municipal or county governmental unit, special district, or community development district, when such lien is not satisfied as of the disbursement of proceeds of sale under the provisions of S. 197.582, shall survive the issuance of a tax deed..."

On March 11 and 12, 2019, Mr. Johnson emailed the City Attorney again requesting that the liens be released.

On March 25, 2019, Lori Barnes, Development Services Director, emailed Mr. Johnson advising that the Department is willing to bring a Resolution to the City Commission for consideration. The Resolution, if approved, will formalize the City's intent to release the liens once the property is in compliance reference the following outstanding violation and corrective action:

Violation: Single family residential dwelling has not been maintained in accordance with the International Property Maintenance Code and has been declared unsafe and unfit for human occupancy.

Corrective Action Required: Obtain a permit to repair and rehabilitate or demolish the structure from the City of Eustis Building Department.

Mr. Johnson responded to Ms. Barnes' email stating: "I have looked in public records and find no evidence of such a violation in the previous owner's name(s), or the present owner for that matter. Time Value Investments, LLC has never been mailed, emailed or given spoken notice of such a violation. When in the presence of Eric Martin at the subject property no notice was given about such a violation..." Mr. Johnson's June 20, 2018, return of the detailed violation report by email (which had previously been provided to Jay Ayre) with a hand written note beside the case involving the minimum housing code violations saying they were not clear as to the violations, is in direct conflict with this statement. (The June 20 email was the reason for the onsite meeting on June 29, 2018).

The Code Enforcement Department does not recommend an immediate release of the liens, as requested by Don Johnson, for the following reasons:

- If the City approves the request to remove the liens, a purchaser could obtain a mortgage to purchase the property, and then fail to bring the property into compliance with City Code. Any Code Enforcement Liens generated thereafter would be inferior making it very difficult and costly for the City to foreclose on the property.
- Keeping the liens intact gives the City leverage to ensure the buyer acquires required permits and completes all work necessary to bring the property into full compliance with the City's Housing Code.
- Should the buyer decide to abandon the repair and rehabilitation of the structure for any reason, the City's liens would still be superior allowing the City to foreclose on the property, if needed.

Alternatives

1. Approve Resolution No. 19-39 to release the City's liens against the property once conditions are met.
2. Deny Resolution No. 19-39 and maintain the unpaid liens against the subject property.

Discussion of Alternatives:

1. Alternative 1 approves Resolution No. 19-39 and releases the code enforcement liens against the subject property once the current or future owner obtains required permits and completes all work necessary to bring the property into full compliance with the City's Housing Code.

Advantages:

- The action formalizes the City's intent to release the liens once conditions are met.
- The action could assist the current owner in selling the property.

Disadvantages:

- The City would lose the possibility of collecting the remaining \$243,120 in fines.

2. Alternative 2 denies Resolution No. 19-39 and maintains the unpaid liens against the subject property.

Advantages:

- The City could collect the remaining \$243,120 in fines.
- There would be no assurance for prospective buyers that the City has intent to release the liens, which could still hinder the sale of the property.

Disadvantages:

- The new owner would bear the financial burden of paying the remaining fines.
- The new owner could not sell the property without paying the remaining fines and taking a financial loss.
- The new owner could abandon the property resulting in foreclosure of the liens.
- The action would discourage future investors from purchasing distressed properties.
- The City would incur substantial attorney fees enforcing the liens against the property.

Community Input

No adjacent property owners attended the Code Enforcement Hearings.

Budget / Staff Impact:

If the Resolution is approved, the City would not receive any portion of the remaining fines if all conditions are met.

Reviewed By:

Lori Barnes, ACIP, Development Services Director

Prepared By:

Eric Martin, Code Enforcement Supervisor

Attachments:

- Resolution No. 19-39

- Email correspondence
- Notice of tax deed sale
- Tax deed
- Tenant complaints and inspection consent forms
- Tenant complaint inspection pictures
- 6-29-18 Inspection Pictures
- 4-16-18 Email attachment
- 6-20-18 Email attachment from Mr. Johnson

RESOLUTION NO. 19-39

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; PROVIDING FOR THE RELEASE OF CODE ENFORCEMENT LIENS RECORDED AGAINST 2020 DIXIE AVENUE UPON SATISFACTION OF CONDITIONS.

WHEREAS, the City of Eustis, Florida established code enforcement fines against the following described property under Case No. 00-117, 07-303, 07-304, 07-305, 07-306 and 11-073 against Vikel Eustache and Gail Eustache Moore, previous property owners, for failing to comply with City Ordinances:

ROSENWALD GARDENS LOTS 11, 12, 13 BLK 4 PB 5 PG 61 ORB 918 PG 476 ORB 1088 PG 1745; and

WHEREAS, the City of Eustis, Florida, a Florida Municipal Corporation, has recorded six Code Enforcement Liens against the subject property, totaling \$243,120; and

WHEREAS, on August 26, 2016, the property received no bids when it was offered for tax deed sale by the Lake County Clerk of Court; and

WHEREAS, on March 30, 2018, Time Value Investments LLC purchased the property from the Lands Available List, which is published on the Lake County Clerk of Courts website; and

WHEREAS, tax deeds are sold "as is" on a "buyer beware" basis because properties may be subject to additional taxes and/or liens, and

WHEREAS, all creditors or subsequent purchasers were given notice as required by Florida Statute by the recording of such liens in the public records, and

WHEREAS, the City's liens were a matter of public record when Time Value Investments LLC purchased the tax deed/property, and

WHEREAS, Don Johnson, representative of Time Value Investments LLC, has submitted a request for the city to release its code enforcement liens against the property; and

WHEREAS, although the new property owner has corrected all the code violations associated with the City's liens, the Code Enforcement Department does not recommend approving the request because the primary structure located on the property has not been maintained in a safe and sanitary condition consistent with the standards contained in the Housing Code adopted in Section 50-26, and

WHEREAS, the new property owner has stated his intention is to sell the property without bringing the structure into compliance with the City's Housing Code, and

WHEREAS, the City Commission understands that a buyer may be hesitant to purchase the property due to the City's liens without certain assurances that they will not be held financially liable for satisfying the liens once becoming owner of the property.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

That the City Clerk is hereby authorized to execute a Release of Lien for the code enforcement liens recorded against the following described property once the current or future owner obtains required permits and completes all work necessary to bring the property into full compliance with the City's Housing Code.

ROSENWALD GARDENS LOTS 11, 12, 13 BLK 4 PB 5 PG 61 ORB 918 PG 476
ORB 1088 PG 1745

DONE AND RESOLVED this 4th day of April, 2019, in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor-Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 by Michael L. Holland, Mayor, and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-39 hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Martin,Eric

From: Don Johnson <donjohnson@timevalueassets.com>
Sent: Tuesday, March 26, 2019 10:53 AM
To: Barnes, Lori
Cc: Martin,Eric; Derek Schroth; Neibert, Ronald
Subject: Re: 2020 Dixie Avenue - City of Eustis Liens

That violation does not exist.

There is an open and straight passage between the wood frame and the concrete block portion of the home. In fact Eric Martin walked through it and even stated that because it was opened it could not be used as a duplex.

Thank you for your time.

Sincerely,

DONALD E. JOHNSON - AUTHORIZED MEMBER

TIME VALUE ASSETS, LLC

"Time IS Money ... We'll Help You Make The Most Of Them Both!"

CALL US AT: (855) 407 - 7653 (SOLD)

Our Mailing Address Is:

TIME VALUE ASSETS, LLC
2469 EASTLAND RD.
MOUNT DORA, FL 32757

DISCLAIMER: DONALD E. JOHNSON is a Licensed Real Estate Broker in the State of Florida (BK LIC# 691592), unless otherwise noted, he is acting solely in the interest of MORE REALTY SERVICES LLC, TIME VALUE ASSETS LLC, TIME VALUE INVESTMENTS LLC, FIRST STOP FLORIDA LLC, AND/OR CFJV INVESTMENTS LLC, OR ANY OTHER NAMED ENTITY, AS A/THE, BROKER OF RECORD, AUTHORIZED MEMBER, MANAGING MEMBER, OR OTHER PRINCIPAL TITLE OF THE ENTITY. *YOU ARE HEREBY ADVISED TO OBTAIN YOUR OWN QUALIFIED LEGAL COUNSEL, AND/OR, BUYERS REPRESENTATION, AND/OR, FINANCIAL ADVISER IN ANY TRANSACTION WHEREBY YOU MAY BE SUBJECT TO CONTRACTUAL OBLIGATIONS WITH ONE OR MORE OF THE ENTITIES NAMED.*

HELP US TO AVOID SCAMS AND UNINTENDED DIRECTIVES.

THE INTENDED RECIPIENTS OF THIS EMAIL SHOULD SEND A CONFIRMATION OF RECEIPT EMAIL TO THE SENDING PARTY FOR VERIFICATION.

NO CONTRACT, ADDENDUM, ESCROW, FINANCIAL OR CLOSING INSTRUCTIONS SHOULD BE CHANGED UNTIL AND UNLESS THE RECEIVER VERIFIES SUCH IN WRITING BY THE SENDER AND/OR CALLS 407-920-1182 FOR THE SAME.

THIS EMAIL ADDRESS (donjohnson@timevalueassets.com) USES THE GOOGLE DKIM VERIFICATION PLATFORM FOR A MORE SECURE ENVIRONMENT.

CONFIDENTIALITY STATEMENT:

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Thank you.

On Tue, Mar 26, 2019 at 10:47 AM Barnes, Lori <BarnesL@ci.eustis.fl.us> wrote:

Mr. Johnson:

I have attached the code lien from 2000 regarding the illegal conversion of the single-family home. The City Commission resolution, if approved, will formalize the City's intent to release the liens once permits are obtained and work completed to bring the structure into compliance with the code. Any person who may wish to proceed with a rehab project will need to obtain the services of a design professional to identify what improvements will be required to meet code requirements and to prepare signed and sealed drawings for permitting.

Best,

Lori Barnes, AICP, CPM

Development Services Director

City of Eustis

4 North Grove Street, P.O. Drawer 68, Eustis, FL 32727

Phone: (352) 483-5460

Email: barnesl@ci.eustis.fl.us

From: Don Johnson <donjohnson@timevalueassets.com>

Sent: Monday, March 25, 2019 9:54 PM

To: Barnes, Lori <BarnesL@ci.eustis.fl.us>

Cc: Martin, Eric <MartinE@ci.eustis.fl.us>; Derek Schroth <dschroth@bowenschroth.com>; Neibert, Ronald <NeibertR@ci.eustis.fl.us>

Subject: Re: 2020 Dixie Avenue - City of Eustis Liens

I appreciate your help, but I am struggling to find this data.

I have looked in public records and find no evidence of such a violation in the previous owners name(s), or the present owner for that matter. Time Value Investments LLC has never been mailed, emailed or given spoken notice of such a violation. When in the presence of Eric Martin at the subject property no notice was given about such a violation, in fact when questioned whether it (hauling all the junk away) fixed the problem he acknowledged that it did, and every bit of public records I have found show the situation was remedied, including the conversion to a single family unit, by the present owner Time Value Investments LLC. Which is another item I do not understand since both The City Water Department and The County of Lake, along with the Muni-code, and County Code recognize the property being available to use as a Multi-Family. Again though, other than use, no one is occupying the dwelling, so at the moment occupancy is not what I am trying to learn about, it is the wording that it is "unfit" and that it needs to be fixed or demolished that concern me most. That textual content is too ambiguous to be meaningful. I can drive that neighborhood and close down 99% of the housing if I used only those words based on sight.

Please provide me with the documents I need in order to see what it is you are trying to convey, because I have failed to find them in any public records. This would be most helpful.

Again, I want to get this sold to a rehabber/landlord Buyer, I am not doing the rehab work, and need something I can tell someone that is direct and makes sense for them to be able to resolve that issue. The information injected above covers the entire International Property Maintenance Code manual(s). So, there must be (non-compliant) items within the referenced code to have made a violation possible, and any interested Buyer will insist on knowing before they purchase; what are those items, when were they cited as a violation, where are they documented, what time-frame is needed to bring them compliant, will all the amounts of the lien(s) be waived, or is there an amount remaining they will be subject to pay, and any other questions similar to these that any astute Buyer will ask.

Thank you for your help in getting this resolved. DON JOHNSON

Thank you for your time.

Sincerely,

DONALD E. JOHNSON - AUTHORIZED MEMBER

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Thank you.

On Mon, Mar 25, 2019 at 5:11 PM Barnes, Lori <BarnesL@ci.eustis.fl.us> wrote:

Dear Mr. Johnson:

I have reviewed the code enforcement files for the subject property. As previously conveyed to you, outstanding violations exist on the property. The Development Services Department will not recommend release of the liens until the property is in compliance.

To assist you in your efforts to sell the property, we are willing to bring a resolution to the City Commission for their consideration that will formalize the City's intent to release the liens once the property is in compliance. The resolution is currently being prepared and will be placed on the April 4 City Commission agenda.

Violation: Single family residential dwelling has not been maintained in accordance with the International Property Maintenance Code and has been declared unsafe and unfit for human occupancy.

Corrective Action Required: Obtain a permit to repair and rehabilitate or demolish the structure from the City of Eustis Building Department, 111 E. Orange Avenue, Eustis, (352)483-5462.

Best Regards,

Lori Barnes, AICP, CPM

Development Services Director

City of Eustis

4 North Grove Street, P.O. Drawer 68, Eustis, FL 32727

Phone: (352) 483-5460

Email: barnesl@ci.eustis.fl.us

From: Don Johnson <donjohnson@timevalueassets.com>
Sent: Tuesday, March 12, 2019 12:02 AM
To: Derek Schroth <dschroth@bowenschroth.com>
Cc: Barnes, Lori <BarnesL@ci.eustis.fl.us>; Martin, Eric <MartinE@ci.eustis.fl.us>
Subject: Re: City of Eustis Liens

Thank you once again for a quick response.

Regarding the property in discussion, please find attached a copy of the public records for each incident, that appears to later have become a lien, against the former owners.

Based on these recorded "discrepancies", the Company has already cured them in accordance to the recorded liens, once again without any prompting or prodding from the City, and Mr Martin told myself and Jason Ayre in person that the nuisances had been satisfied nearly ten months ago. Nothing against him, but Mr. Martin is not the legal counsel to the City and not to whom I seek to settle this matter with since his job appears to be the person to file and be witness to the complaints, and ensure the complaints have been met on behalf of the City, which he already did as stated above and in a previous email. It seems his part at this point then would be to simply supply you with a yes or no version of whether the violations as recorded have been brought to compliance. He has already stated to me his stance that he believes I should somehow ensure future owners comply with Code Ordinances, over which you of all people should know that I can not. It simply is not within my ability, nor would I since I am a firm believer in private property rights.

As mentioned before, the property is not occupied and has not been used as a dwelling of any sort since ownership, and the only incident the City cited the former owners on not related to garbage nuisances was habitation, of which we have not participated in any type of habitation, whether it be leasing, renting, homesteading, boarding, etc., which means we can not cure it unless we had participated in that event. Those

are things a future owner that would either rehab it for resale, or use as a means of tenant relationships would have to deal with the City over, not the current owner that has no intention of either.

So we ask once again, respectfully, ask that the City of Eustis release any liens it has that is causing my Company great financial harm due to not being able to sell to a rehab/hold buyer, and because the future owner won't be able to get a loan to purchase and do the repairs as long as the liens remain, as well as they will not be able to cure title from the tax deed sale with the liens in place, and an end user owner occupant would not be able to get a home mortgage loan with them in place.

I would greatly appreciate that we get this process completed as soon as possible, or have some sort of resolve that will make a future owner comfortable enough to purchase.

Thank you for your time.

Sincerely,

DONALD E. JOHNSON - AUTHORIZED MEMBER

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Thank you.

On Mon, Mar 11, 2019 at 6:27 PM Derek Schroth <dschroth@bowenschroth.com> wrote:

Good Afternoon Mr. Johnson:

Mr. Martin will email you regarding the remaining deficiencies to be cured. Thank you.

Sincerely,

Derek A. Schroth

Florida Bar Certified Expert in Business Litigation and Local Government Law

Web Site: www.bowenschroth.com

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From: Don Johnson [mailto:donjohnson@timevalueassets.com]

Sent: Monday, March 11, 2019 2:21 PM

To: Derek Schroth

Cc: Barnes, Lori (BarnesL@ci.eustis.fl.us); Martin, Eric

Subject: Re: City of Eustis Liens

Thank you for a quick response.

That's good news then. As I wrote previously, Code Enforcement Supervisor, Eric Martin, already stated that Time Value Investments LLC, as the current owner, has satisfied the

reason behind the complaint that led the former owner to a lien. We were not even prompted by any department or board to clean and remove the junkyard at the property, and we did it at great expense to ourselves. We took out seventy (70) yards worth of debris in dumpsters and removed the abandoned vehicles through a licensed recovery service.

It has cost me now over \$5,400 to hold this property since purchasing it, on top of the back taxes, fees and interest to acquire it, I have over \$30,000.00 into this project. We just need it sold so we can recover our money. I am not rich, nor have a lot of resources at my disposal, I am just a small business person trying to eek out a living.

The property is not occupied and no complaints have been registered to us, Time Value Investments LLC, the owners, as seen by the screenshot of the official records for the County of Lake Florida attached. We have done nothing but provide value and service to the City of Eustis, as well as Lake County.

We are respectfully requesting that all liens by the City be removed from the property located at 2020 Dixie Ave., Eustis Florida 32726, so that we can move forward in having a rehab company purchase this property and bring it back to a community standard that helps to serve the Citizens and City of Eustis in a more positive light than it is currently. I estimate a rehabbed after repair value of this property between \$100,000 and \$115,000, which will more than double it's current assessed value, thus increasing the tax base to the Community, not to mention that by getting an owner occupant into the property will greatly increase the likelihood of pride of ownership value that is created in a Community.

Please let me know exactly what I need to do in order to expedite this process.

Thank you for your time.

Sincerely,

DONALD E. JOHNSON - AUTHORIZED MEMBER

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Thank you.

On Fri, Mar 8, 2019 at 4:16 PM Derek Schroth <dschroth@bowenschroth.com> wrote:

Good Afternoon Mr. Johnson:

Please see below statute. Although the City's lien survives a tax deed sale, the City will satisfy and extinguish the liens upon completion of the work in its entirety. Thank you.

Title XIV

TAXATION AND FINANCE Chapter 197

TAX COLLECTIONS, SALES, AND LIENS View Entire Chapter

197.552 Tax deeds.—All tax deeds shall be issued in the name of a county and shall be signed by the clerk of the county. The deed shall be witnessed by two witnesses, the official seal shall be attached thereto,

and the deed shall be acknowledged or proven as other deeds. Except as specifically provided in this chapter, no right, interest, restriction, or other covenant shall survive the issuance of a tax deed, except that a lien of record held by a municipal or county governmental unit, special district, or community development district, when such lien is not satisfied as of the disbursement of proceeds of sale under the provisions of s. 197.582, shall survive the issuance of a tax deed. The charges by the clerk shall be as provided in s. 28.24. Tax deeds issued to a purchaser of land for delinquent taxes shall be in the form prescribed by the department. All deeds issued pursuant to this section shall be prima facie evidence of the regularity of all proceedings from the valuation of the lands to the issuance of the deed, inclusive.

Sincerely,

Derek A. Schroth

Florida Bar Certified Expert in Business Litigation and Local Government Law

Bowen|Schroth

Bowen, Schroth, Mazenko & Broome, P.A.

600 Jennings Ave.

Eustis, Florida 32726

Telephone: (352) 589-1414

Facsimile: (352) 589-1726

Florida Bar No. 0352070

Web Site: www.bowenschroth.com

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Please note: Florida has a very broad public records law. Most written communication to or from government officials regarding government/public business is public record available to the public and media upon request. Your e-mail communications may be subject to public disclosure.

Martin,Eric

From: Martin,Eric
Sent: Tuesday, March 05, 2019 10:32 AM
To: 'Derek Schroth'
Cc: Barnes, Lori
Subject: FW: We need liens removed, they are causing Company, and Mortgagee harm
Attachments: 2020 Dixie Avenue, Eustis, FL; RE: 2020 Dixie Ave; RE: 2020 Dixie Ave; RE: 2020 DIXIE AVE EUSTIS FL - CODE REMEDIES; RE: 2020 DIXIE AVE, EUSTIS FL 32726 CODE ENFORCEMENT; RE: Code Enforcement Search Request - 2020 Dixie Ave; RE: Code Enforcement Search Request - 2020 Dixie Ave; RE: Information on 2020 Dixie Ave.

Derek,

Attached is all the email correspondence I have had with Jay Ayre, Don Johnson and title companies since March of 2018

From: Don Johnson <donjohnson@timevalueassets.com>
Sent: Monday, March 04, 2019 11:13 PM
To: Montez, Mary <MontezM@ci.eustis.fl.us>; commission email <commission@ci.eustis.fl.us>; eustiscm email <eustiscm@ci.eustis.fl.us>; dschroth@bowenschroth.com
Cc: CodeEnforcement <CodeEnforcement@ci.eustis.fl.us>
Subject: RE: We need liens removed, they are causing Company, and Mortgagee harm

RE: We need liens removed, they are causing Company, and Mortgagee harm

To all those concerned,

My name is Donald Johnson, Manager of, Time Value Investments LLC, the legal owner of 2020 Dixie Ave., Eustis, FL 32726, aka Parcel # 01-19-26-0600-004-01100

The aforementioned property was acquired by Time Value Investments LLC via Tax Deed on March 30, 2018.
([CLERKS RECORD](#))

We are reaching out to The City of Eustis in an effort to have the Code Enforcement Liens that appear to remain on this parcel removed by whatever expedient process that The City can facilitate.

The Company has and continues to suffer financial harm due to the Code Enforcement Departments stance on a lien, placed on this property prior to the Tax Deed sale by actions of the previous Owners, not our Company.

I (Donald Johnson) personally met with Eric Martin at the property, (meeting occurred on or about 6/29/2018), along with an Associate of mine as witness, and requested then that he remove the lien(s) so we could move forward in the sale of the property. Prior to that meeting time, the Company, at great expensive and without demand or provocation by The City removed the debris and nuisance that had originated the Liens by the previous Owners in order to create a more hospitable environment in which to market the property. We encountered the use of seventy (70) yards of dumpsters to remove that debris, along with separate services to remove over a dozen tires, two passenger vans and a scooter. *When I asked Mr. Martin if the nuisance had been resolved he stated it in fact had been at that time. He further stated there were no other active incidents recorded on or against this property.* He reported to us that he was originally called there by a former tenant that was experiencing plumbing issues, and had encountered the mess that created the infractions by that

previous Owner. When asked to remove the Liens he stated he would not because he felt that a "future" owner might let it fall back into disrepair and that they needed to be vetted by him and get proper permits as such. He stated that lifting the City's lien position would put the City at a disadvantage. Again, recalling that he did in fact state that the new owner, not obligated to do any of the said work, resolved those issues, had already done so without any demand by the City, or any person whatsoever, and was told by me personally that I was not retaining the property as it was not my business model.

Please read, study and understand that statement for just a moment. A civil servant employee was demanding that a current property owner force a future owner (buyer) to comply with the law before he would remove liens that should have been stricken at the time of the Tax Deed sale. As if I, or any Owner, has the authority, or ability, to demand and to ensure anyone is going to comply with any law after selling to another a possession. The real estate industry would cease to exist if this were made an issue during each sale. In essence this placed the property under hostage.

(See Florida Supreme Court ruling - which he was told existed - regarding this exact matter [HERE IS THE PDF DOC](#) and [HERE](#), another brief [HERE](#) - this list goes on, and on. There are many legal opinions regarding this case and rulings, and actions by localities that support that these liens are not superior to, but are in fact junior and do, as most do, get wiped from record after a superior lien foreclosure finalizes. A Tax Deed is Superior to even the First Mortgage in that case, so how does it stand that a City of Eustis Code Lien is eliminated by a Mortgage Foreclosure and not a Tax Deed Foreclosure Sale? It does not. In fact a Tax Lien is a Superior recording to all others at the very stroke of midnight at the beginning of each year and throughout the course of each year from the start of existence of that parcels creation in County record until it no longer exists, especially if it goes unpaid. The Code Liens need to be removed so title may be conveyed absent of their hold.).

In fact by doing what the City Code Enforcement has done, it has strictly and viciously hampered the sale of the property since that time. To make matters worse, the marketplace has shifted since this encounter. In November 2018, a wood frame dwelling located on Grant (just around the corner from Dixie Ave) sold for \$42,500 with only 800(+/-) sf, while our property (nearly 2 1/2 times the size at just an offering price of \$29,900) sat on market unsold because we kept repeating Mr Martin's position to would be Buyers. Result, no one wants to be held hostage by some maybe answer by City of Eustis Code Enforcement lien, again, that shouldn't even be attached any longer to this property due to the legal foreclosure process of the Tax Deed sale held in March 2018. We can no longer play the Mr Nice Guy part with The City.

By marketplace evidence of an inferior comparable sale, Time Value Investments has lost a minimum of \$13,000.00 due to the in-actions of The City of Eustis Code Enforcement Department. It (The City) has acted as judge, jury and prosecutor on liens that by a decision of the Florida Supreme Court years before this time were already dismissed. The actions of the current Owner improved the condition to the satisfaction of the Code Enforcement, again, on our own and without demand, which should have been treated favorably, but instead were treated upon punitively by The City.

As Manager of the Company, I might be able to rescue a sale to a former prospect given written communication by The City it is in fact releasing the lien(s) and that running a title report should not be a negative - as well as financial - experience for that Buyer. At this point the Mortgagee wants their capital back and so the Company likely still won't profit on this sale, (because we now have to sell at liquidation pricing) and may even lose contributed funds that brought the property back to favorable conditions prior to the liens. I need my Lender to be righted and save face to them so they'll lend to me on other projects.

I would appreciate an answer to this email as soon as possible, as well as a resolution to this matter so I can get this property Sold.

Please contact me direct via this email address, or by phone at (407) 920-1182.

Thank you for your time.

Sincerely,

DONALD E. JOHNSON - AUTHORIZED MEMBER

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Thank you.

Martin, Eric

From: Don Johnson <donjohnson@timevalueassets.com>
Sent: Wednesday, June 20, 2018 2:33 PM
To: Martin, Eric
Cc: Jay Ayre
Subject: RE: 2020 DIXIE AVE, EUSTIS FL 32726 CODE ENFORCEMENT
Attachments: 193414-062018.pdf

RE: 2020 DIXIE AVE, EUSTIS FL 32726 CODE ENFORCEMENT

Good afternoon Mr Martin,

I wrote you back on April 23, 2018 regarding the property located at 2020 DIXIE AVE, EUSTIS (ID#01-19-26-0600-004-01100).

We (TIME VALUE INVESTMENTS LLC) acquired the stated property via Tax Deed on March 30, 2018.

We immediately began to clean up the property, expending over (70) yards of trash dumpsters to remove the debris, along with removing all vehicles and other mechanics from the property, at a cost of around \$4,300.00 to date.

I just left you a voicemail, and writing now to arrange a time and date that I can meet you at the property to ascertain that the violations have been extinguished and that we can get those levied violations removed so that they do not remain clouding the title.

At this time the property is for sale and most people inquiring are staying away because they see these violations as a problem. We need to work to have them removed as soon as possible so we can get someone in that will renovate the property and bring it back to a good and usable Community Standard that benefits the City of Eustis.

Please contact me directly at (407) 920-1182 at your earliest convenience to set up a meeting. Thank you.

Don Johnson

P.S. I've attached the documents provided to me.

Thank you for your time.

Sincerely,

DONALD E. JOHNSON - AUTHORIZED MEMBER

TIME VALUE ASSETS, LLC

"Time IS Money ... We'll Help You Make The Most Of Them Both!"

CALL ME DIRECT AT: (407) 920-1182

The Mailing Address For Any Of These Entities Is:

- TIME VALUE ASSETS LLC
- TIME VALUE INVESTMENTS LLC
- FIRST STOP FLORIDA LLC
- CFJV INVESTMENTS LLC

**C/O DONALD E. JOHNSON - AUTHORIZED MEMBER
5953 FEATHER LANE
SANFORD, FLORIDA 32771**

DISCLAIMER: DONALD E. JOHNSON is a Licensed Real Estate Broker in the State of Florida (BK LIC# 691592), unless otherwise noted, he is acting solely in the interest of MORE REALTY SERVICES LLC, TIME VALUE ASSETS LLC, TIME VALUE INVESTMENTS LLC, FIRST STOP FLORIDA LLC, AND/OR CFJV INVESTMENTS LLC, OR ANY OTHER NAMED ENTITY, AS A/THE, BROKER OF RECORD, AUTHORIZED MEMBER, MANAGING MEMBER, OR OTHER PRINCIPAL TITLE OF THE ENTITY. *YOU ARE HEREBY ADVISED TO OBTAIN YOUR OWN QUALIFIED LEGAL COUNSEL, AND/OR, BUYERS REPRESENTATION, AND/OR, FINANCIAL ADVISER IN ANY TRANSACTION WHEREBY YOU MAY BE SUBJECT TO CONTRACTUAL OBLIGATIONS WITH ONE OR MORE OF THE ENTITIES NAMED.*

HELP US TO AVOID SCAMS AND UNINTENDED DIRECTIVES.

THE INTENDED RECIPIENTS OF THIS EMAIL SHOULD SEND A CONFIRMATION OF RECEIPT EMAIL TO THE SENDING PARTY FOR VERIFICATION.

NO CONTRACT, ADDENDUM, ESCROW, FINANCIAL OR CLOSING INSTRUCTIONS SHOULD BE CHANGED UNTIL AND UNLESS THE RECEIVER VERIFIES SUCH IN WRITING BY THE SENDER AND/OR CALLS 407-920-1182 FOR THE SAME.

THIS EMAIL ADDRESS (donjohnson@timevalueassets.com) USES THE GOOGLE DKIM VERIFICATION PLATFORM FOR A MORE SECURE ENVIRONMENT.

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Thank you.

*** Please note that the phone number 407 - 462 - 4992 is no longer active. Be sure to update your address/contact books with the above number.**

Martin,Eric

From: Don Johnson <donjohnson@timevalueassets.com>
Sent: Monday, April 23, 2018 1:32 PM
To: Martin,Eric
Subject: RE: 2020 DIXIE AVE EUSTIS FL - CODE REMEDIES
Attachments: CITY-OF-EUSTIS_CE-MARTIN.pdf

RE: 2020 DIXIE AVE EUSTIS FL - CODE REMEDIES

Good afternoon Mr. Martin,

My name is Don Johnson, I am the Principal Manager for Time Value Investments LLC, the entity that acquired the property located at 2020 Dixie Ave, Eustis, from the Lake County Clerk of Court Tax Deed Lands Available list.

Jason Ayre is the person you spoke to up until now, he has a vested interest in the property, but is not a direct Manager for the Company. Please direct all correspondence to me.

On 4/1/2018 I placed on the property several NO PARKING signs in conspicuous locations, along with Notices of Immediate Possession by Time Value Investments LLC.

Once the real property was acquired the Company waited a minimum ten (10) day period for anyone wanting to recover personal property from the real estate to do such, but no one stepped forward.

No one came forward during the next (18) days and claimed the vehicles, or any other personal property.

On, or about, Thursday 4/19/2018 I had Hurley's Towing & Recovery come and remove abandoned vehicles from the real property, they did so immediately that same day. They removed the only motorized vehicles left behind. Two Vans and a moped type vehicle in back of one of the Vans. Those items were last known by myself to be in their possession.

That action should be able to dismiss part of the Code Violations listed.

We rented a total of Seventy (70) yards of waste bins (2 10 yards, 2 15 yards and a 20 yard) to remove other debris and personal property from the real property throughout the weekend of 4/20/18-4/22/18. We were able to remove nearly all of the "junk".

There are certain items remaining that we are making arrangements to have removed, i.e. some asphalt shingles, mattresses, tires and old bicycles. Apparently they are specialty items and must be disposed of in a certain manner. Since Friday, I have invested an additional \$2,330.00 just in trash removal, so far.

Please advise me as to what other, if any, items remain on the list presented to me (see attached), that need to be done in order to eliminate the violations completely.

It is our intention to resale this property without fully renovating it, and we must know any specifics that relate to a now known problem, so that we can inform any other interested party.

I am seeking to get an immediate resolution of these problems so that any fines that may have accumulated to the previous owner will be lifted without prejudice to the Company. I believe we have proven good intent on our part, and intend to continue our commitment to the City and Community to leaving behind a better residence than what we acquired.

Please let me know when a good time to meet you would at the subject property could be arranged, preferably this week. What will not work for me is this Friday, I have a Doctors appointment I can not re-schedule, it is in the early afternoon, but any other day I can make work.

You can reach me directly at: 407-920-1182, or via this email address. Please direct any conversation and/or paperwork specifically at me, as I am the Manager of the Company holding this property.

Thank you for your time.

Sincerely,

DONALD E. JOHNSON - AS MANAGER OF
TIME VALUE INVESTMENTS LLC

TIME VALUE ASSETS, LLC - AUTHORIZED MEMBER

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Thank you.

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Martin,Eric

From: Martin,Eric
Sent: Monday, April 16, 2018 10:14 AM
To: 'Jay Ayre'
Subject: RE: 2020 Dixie Ave
Attachments: Scan.pdf

Here is the information you requested.

Eric Martin
Code Enforcement Supervisor
City of Eustis
P.O. Drawer 68
Eustis, FL 32727
352-483-5464

From: Jay Ayre <docktorj@assetsbydesign.com>
Sent: Wednesday, April 11, 2018 1:57 PM
To: Martin,Eric <MartinE@ci.eustis.fl.us>; Donald Johnson <donjohnson@timevalueassets.com>
Subject: 2020 Dixie Ave

Good day Eric.
I was the guy that came in to your office and spoke with you regarding this property.
Can you please e-mail me the files with all the issues that need to be addressed ?
I thought you already emailed them to me, but I can't find them.

I cc'd my partner Don on this email.
Don and I are now your point of contact on this parcel, as we acquired the deed.
Please cc both of us on any communications.
Thank you in advance for your help.
We will do our best to get this place to the point where it's an asset for the community.

--

THE INTENDED PARTIES OF THIS EMAIL SHOULD SEND A CONFIRMATION OF RECEIPT OF THIS EMAIL TO THE SENDING PARTY FOR VERIFICATION.

Thank you for your time.

Sincerely,

Jay Ayre

Managing Member

Assets By Design LLC

"Investing By Chance Is Called Gambling.....We DESIGN The Outcome !"

CALL ME DIRECT AT:

(407) 442-6705 office
(407) 376-0005 cell
assetsbydesign.com



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Thank you.

Martin,Eric

From: Jay Ayre <docktorj@assetsbydesign.com>
Sent: Wednesday, April 11, 2018 1:57 PM
To: Martin,Eric; Donald Johnson
Subject: 2020 Dixie Ave

Good day Eric.

I was the guy that came in to your office and spoke with you regarding this property.
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Thank you for your time.

Sincerely,

Jay Ayre

Managing Member

Assets By Design LLC

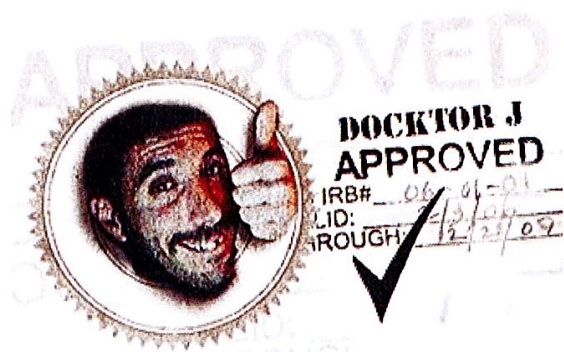
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Thank you.

Martin,Eric

From: Martin,Eric
Sent: Monday, March 12, 2018 4:51 PM
To: Jay Ayre
Subject: RE: 2020 Dixie Ave
Attachments: 2020 Dixie Avenue, Eustis, FL

Email is attached.

Eric Martin
Code Enforcement Supervisor
City of Eustis
P.O. Drawer 68
Eustis, FL 32727

From: Jay Ayre [mailto:docktorj@assetsbydesign.com]
Sent: Thursday, March 08, 2018 8:04 AM
To: Martin,Eric <MartinE@ci.eustis.fl.us>
Subject: 2020 Dixie Ave

Hello Eric.
Thanks for taking the time out to chat with me regarding this property.
I did not receive the email you sent to me regarding the property.
Can you please resend ?
Thanks !

--

THE INTENDED PARTIES OF THIS EMAIL SHOULD SEND A CONFIRMATION OF RECEIPT OF THIS EMAIL TO THE SENDING PARTY FOR VERIFICATION.

Thank you for your time.

Sincerely,

Jay Ayre

Managing Member

Assets By Design LLC

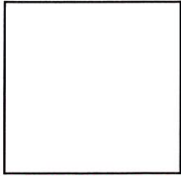
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Thank you.

Martin, Eric

From: Martin, Eric
Sent: Wednesday, March 07, 2018 4:33 PM
To: docktorj@assessbydesign.com
Subject: 2020 Dixie Avenue, Eustis, FL

Dear Mr. Ayre,

Per our conversation, were you and your partners to purchase this distressed property and bring it up to City Code, staff will recommend to the City Commission a full waiver and release of all the outstanding code enforcement fines and liens.

Sincerely,

Eric Martin
Code Enforcement Supervisor
City of Eustis
P.O. Drawer 68
Eustis, FL 32727

Certificate # 4228 of 2013
Parcel ID # 01-19-26-060000401100

NOTICE OF APPLICATION FOR TAX DEED

NOTICE IS HEREBY GIVEN, that COUNTY OF LAKE, holder of tax certificate No. 4228 issued June 1, 2013 has filed same in my office and has made application for a tax deed to be issued thereon. Said certificate embraces the following described property in the County of Lake, State of Florida, to-wit:

EUSTIS, ROSENWALD GARDENS LOTS 11, 12, 13 BLK 4 PB 5 PG 61 ORB 918 PG 476 ORB 1088 PG 1745

The assessment of the said property under the said certificate issued was in the name of VIKEL EUSTACHE. Unless said certificate be redeemed according to law the property described in such certificate shall be sold to the highest bidder online at www.lake.realtaxdeed.com at 11:15 a.m. on the 26th day of April 2016. A deposit of 5% of the bid or \$200.00, whichever is greater, will be collected at the time of sale per 197.542(2), F.S. Prospective bidders must register at www.lake.realtaxdeed.com and post a deposit prior to bidding.

Dated this 10th day of March 2016

Neil Kelly
Clerk of Circuit Court
Lake County, Florida



By M. Kuharske
MADELINE KUHARSKE Deputy Clerk

PUBLISH: Mar 24, 2016, Mar 31, 2016, Apr 07, 2016, Apr 14, 2016
OPENING BID AMOUNT: \$35,848.58
REDEMPTION AMOUNT: \$14,283.83

Note: When redeeming property please be advised that the Tax Collector cannot accept personal checks.

IF YOU WISH TO REDEEM, PLEASE REMIT **\$14,283.83**, CASH OR A CASHIER'S CHECK BEFORE 11 AM ON **4/26/2016**.

MAKE PAYABLE TO: BOB MCKEE, TAX COLLECTOR

**REMIT BY MAIL OR
IN PERSON TO:** **BOB MCKEE, TAX COLLECTOR**
320 W. MAIN STREET
P.O. DRAWER 327
TAVARES, FLORIDA 32778

WARNING

THERE ARE UNPAID TAXES ON PROPERTY WHICH YOU OWN OR IN WHICH YOU HAVE A LEGAL INTEREST. THE PROPERTY WILL BE SOLD AT PUBLIC AUCTION ON April 26, 2016 @ 11:15AM UNLESS THE BACK TAXES ARE PAID. TO MAKE PAYMENT, OR TO RECEIVE FURTHER INFORMATION, CONTACT THE CLERK OF COURT IMMEDIATELY AT 550 WEST MAIN STREET, P. O. BOX 7800, TAVARES, FLORIDA 32778, (352)253-2620 OR 2621.

2020 DIXIE AVE

NEIL KELLY, LAKE COUNTY CLERK OF THE CIRCUIT COURT
REC FEES: \$10.00 DEED DOC:\$147.00

Tax Certificate No. 4228-2013
Parcel Identification No. 01-19-26-060000401100

Tax Deed

STATE OF FLORIDA
COUNTY OF LAKE

The following Tax Sale Certificate Numbered **4228** issued on **June 1, 2013** was filed in the Office of the Tax Collector of this County and application made for the issuance of a tax deed, the applicant having paid or redeemed all other taxes or tax sale certificates on the land described as required by law to be paid or redeemed, and the costs and expenses of this sale, and due notice of sale having been published as required by law, and no person entitled to do so having appeared to redeem said land; such land was offered for sale on the 26th day of April 2016 as required by law for cash to the highest bidder and no bids were received.

Such land was on 30th day of March 2018, sold from the List of Lands Available for Taxes and was sold to:

TIME VALUE INVESTMENTS LLC
5953 FEATHER LN
SANFORD, FL 32771



NOW, this the 30th day of March 2018 County of Lake, State of Florida, in consideration of the sum of \$20,921.26, being the amount paid pursuant to the Laws of Florida does hereby sell the following lands situated in the County and State aforesaid and described as follows:

EUSTIS, ROSENWALD GARDENS LOTS 11, 12, 13 BLK 4 PB 5 PG 61 ORB 918 PG 476 ORB 1088 PG 1745

WITNESS:


JILLY D. MESSER


RENITA HARBISON

Neil Kelly

Clerk of the Circuit Court
Lake County, Florida

BY:


LACEY VASTI, Deputy Clerk





City of Eustis Code Enforcement

MINIMUM HOUSING INSPECTION CONTENT FORM

General Information:

Inspector Name: ERIC MARTIN Date: 07-17-17

Property Address: 2020 DIXIE AVENUE
EUSTIS, FL 32726

Owner/Agent: EGENIE DECKER & VIKEL EUSTACHE Telephone: _____
Address: 13135 PHOENIX WOODS LN
ORLANDO, FL 32726

I hereby consent to an inspection of the premises by the City of Eustis Code Enforcement Department to ensure compliance with city codes, standards, rules, and regulations.
I understand that I have the right to refuse to allow an inspection of the premises.

Owner/Occupant
Consent to Enter: Lainita McMillian Lainita McMillian
(Signature) (Printed name)

Contact Information: _____

Housing Information:

____ SFR Detached ____ Mobile Home X Duplex ____ Townhouse X Apartment

Number of Bedrooms ____ Number of Bathrooms ____

INSPECTION ____ PASSED X FAILED

*Based on the 2009 International Property Maintenance Code



City of Eustis Code Enforcement

MINIMUM HOUSING INSPECTION CONTENT FORM

General Information:

Inspector Name: ERIC MARTIN Date: 07-20-17

Property Address: 2020 DIXIE AVENUE

EUSTIS, FL 32726

Owner/Agent: EGENIE DECKER AND VIKEL EUSTACHE
Address: 13145 PHOENIX WOODS LANE
ORLANDO, FL 32824

Telephone: _____

I hereby consent to an inspection of the premises by the City of Eustis Code Enforcement Department to ensure compliance with city codes, standards, rules, and regulations.
I understand that I have the right to refuse to allow an inspection of the premises.

Owner/Occupant
Consent to Enter: Monisha Neale
(Signature)

Monisha Neale
(Printed name)

Contact Information: _____

Housing Information:

____ SFR Detached ____ Mobile Home ____ Duplex ____ Townhouse X Apartment

Number of Bedrooms ____ Number of Bathrooms ____

INSPECTION ____ PASSED X FAILED

*Based on the 2009 International Property Maintenance Code



City of Eustis

Development Services Department

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5460

Tenant Complaint Form

☐ SFR Detached ☐ Mobile Home ☒ Duplex ☐ Townhouse ☐ Apartment

TENANT INFORMATION

Name: Monisha Neal
Address: 2080 Dixie Ave Eustis FL 32726
Telephone: (407) 486-9088 Email: _____

OWNER/LANDLORD INFORMATION

Name: Engaine
Address: 2080 Dixie Ave Eustis FL 32726
Telephone: _____ Email: _____

NATURE OF COMPLAINT

First the rooms are not finished and the
walls are falling in my bathroom is not
fix my kitchen is have holes every where and
the house

ADDITIONAL REQUIRED INFORMATION

Have you been served with notice of eviction? ☒ YES ☐ NO
Has the owner/landlord been notified prior to this complaint? ☒ YES ☐ NO
If yes, how long ago? 2 weeks
If no, explain: _____

Signature: Monisha Neal Date: 7/17/2017
I have read and fully understand the City's inspection policy

FOR OFFICIAL USE ONLY

Received By: M Lambert Date: 7/17/17
PRINT NAME



City of Eustis

Development Services Department

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5460



Tenant Complaint Form

☐ SFR Detached ☐ Mobile Home ☒ Duplex ☐ Townhouse ☐ Apartment

TENANT INFORMATION

Name: Lainita McMillian
Address: 2020 Dixie Avenue
Telephone: 352-602-0607 Email: lainitamc001@gmail.com

OWNER/LANDLORD INFORMATION

Name: Eugenie Decker
Address: 1-407-579-9229
Telephone: 1-407-579-9229 Email: _____

NATURE OF COMPLAINT

Ceiling in Breezeway has leaky roof & damage
No electricity in the kitchen
Rats coming through windows & sockets
Rats
Hot water in kitchen & second bathroom
debris in backyard making it hazardous
Leak in my bedroom ceiling
loose fence head in kitchen at sink

ADDITIONAL REQUIRED INFORMATION

Have you been served with notice of eviction? ☐ YES ☒ NO

Has the owner/landlord been notified prior to this complaint? ☒ YES ☐ NO

If yes, how long ago? 3 wks ago or longer

If no, explain: _____

Signature: Lainita McMillian Date: 7-5-17
I have read and fully understand the City's inspection policy

FOR OFFICIAL USE ONLY

Received By: ERIC MARTIN Date: 7-6-17
PRINT NAME

1



Roof defect causing water damage on ceiling

2



Broken light fixture

July 17, 2017 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

3



**Substandard light fixture
Door not weather tight**

4



5



**Substandard light fixture
Boarded Window
No electrical power in kitchen**

6



Poor flooring conditions

July 17, 2017 Inspection Pictures

2020 Dixie Avenue

Case #17-00911

7



Poor/defective flooring conditions

8



**Substandard sized bedroom.
No door hardware**

July 17, 2017 Inspection Pictures
2020 Dixie Avenue

Case #17-00911

9



Improperly sized bedroom egress window

10



**Poor floor conditions, Defective exterior door
No cold water to sink and another bathroom (no picture)
had no hot water**

July 17, 2017 Inspection Pictures

2020 Dixie Avenue

Case #17-00911

11



Broken plumbing valve

12



Defective exterior door. Same door as picture 10

July 17, 2017 Inspection Pictures

2020 Dixie Avenue

Case #17-00911

13



Wooden kitchen addition/broken window

14



Closer view of broken kitchen window

July 17, 2017 Inspection Pictures
2020 Dixie Avenue

Case #17-00911

15



Poor exterior siding conditions

16



Poor exterior siding conditions

July 17, 2017 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

17



Trash and debris

18



Trash and debris

July 17, 2017 Inspection Pictures
2020 Dixie Avenue

Case #17-00911

19



Trash and debris

20



Trash and debris

July 17, 2017 Inspection Pictures

2020 Dixie Avenue

Case #17-00911

20



Trash and debris

21



Trash and debris

July 17, 2017 Inspection Pictures

2020 Dixie Avenue

Case #17-00911

20



Trash and debris/abandoned vehicle

21



Trash and debris

July 17, 2017 Inspection Pictures
2020 Dixie Avenue

Case #17-00911

21



Substandard wall conditions

22



Defective plumbing fixtures, etc.

July 20, 2017 Inspection Pictures
2020 Dixie Avenue

Case #17-00911

23



Defective plumbing fixtures, etc.

24



Substandard flooring conditions

July 20, 2017 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

25



Closed off hallway to create illegal duplex

26



Substandard light fixture

July 20, 2017 Inspection Pictures
2020 Dixie Avenue Case #17-00911

27



Closed off hallway to create illegal duplex

28



Substandard light fixture

July 20, 2017 Inspection Pictures
2020 Dixie Avenue

Case #17-00911

29



Substandard light fixture

30



Broken bedroom window

July 20, 2017 Inspection Pictures

2020 Dixie Avenue

Case #17-00911

31



Defective interior surfaces

32



Unsanitary conditions under kitchen sign/hole in wall

July 20, 2017 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

33



Electrical/fire hazard

34



Electrical/fire hazard

July 20, 2017 Inspection Pictures

2020 Dixie Avenue

Case #17-00911

35



Defective wall/ceiling conditions

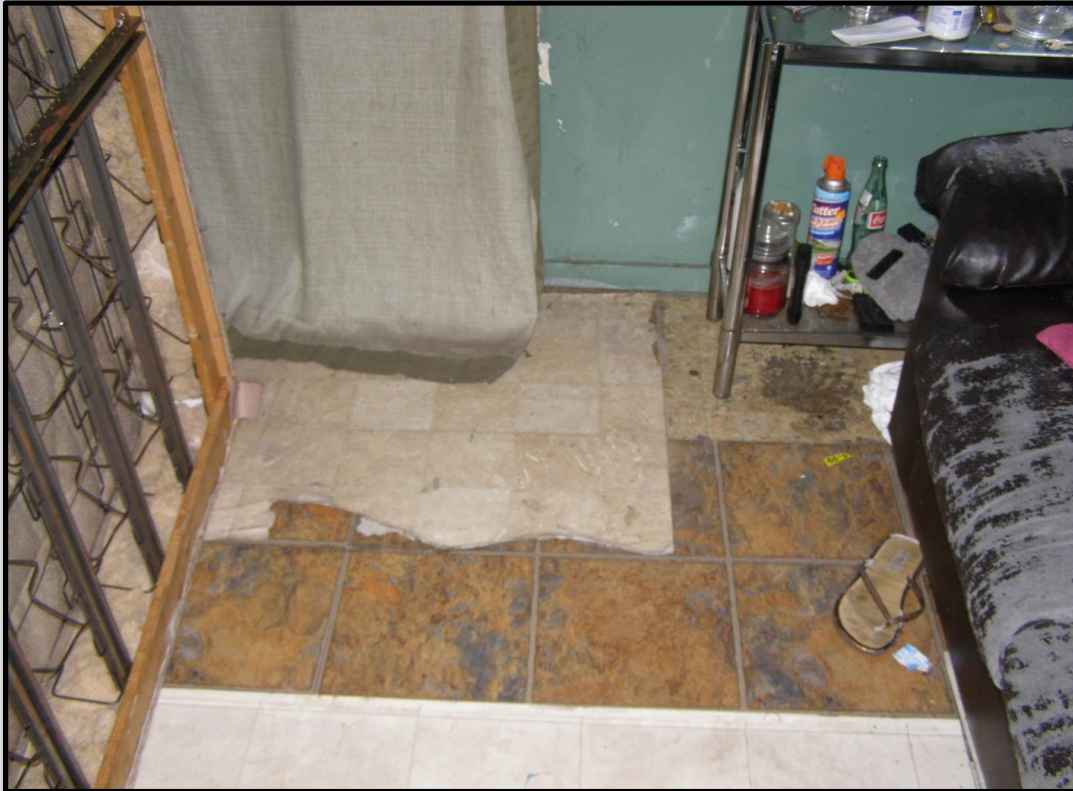
36



Cracked ceiling plaster. Possible roof leak

July 20, 2017 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

37



Substandard flooring conditions

38



Exterior door not weather tight

July 20, 2017 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

1



2



June 29, 2018 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

3



4



June 29, 2018 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

5



6



June 29, 2018 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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14



June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

17



18



June 29, 2018 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

19



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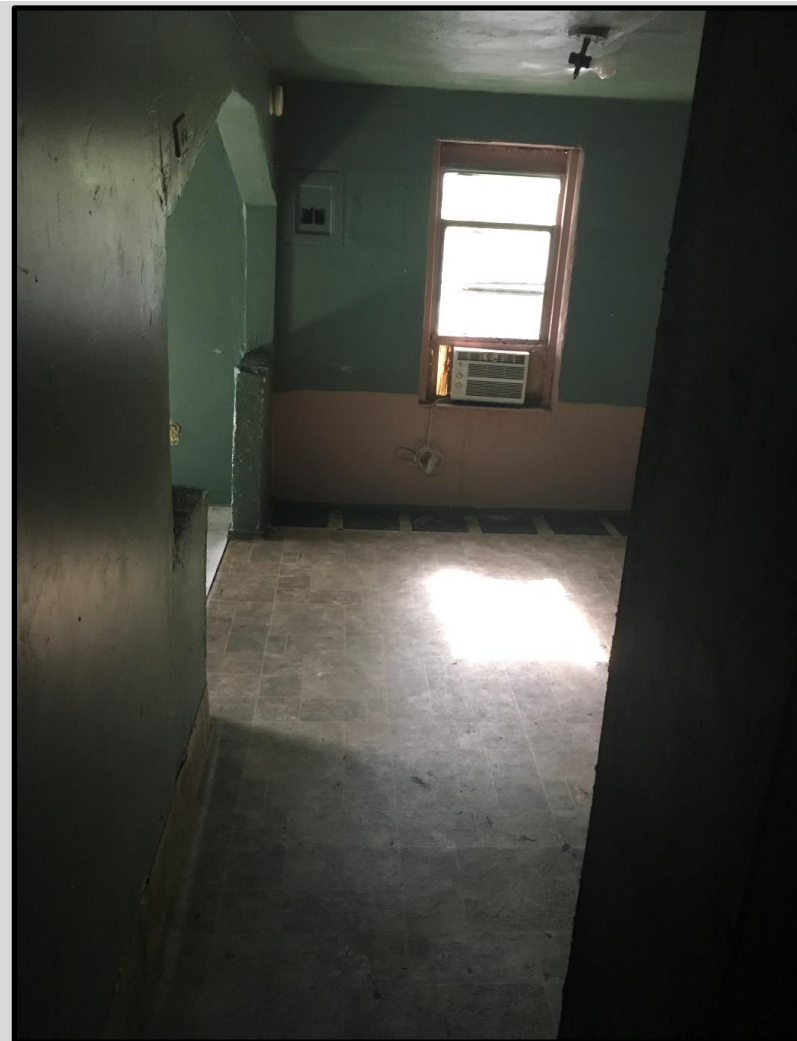


June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue
Case #17-00911

23



24



June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

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June 29, 2018 Inspection Pictures
2020 Dixie Avenue Case #17-00911

April 16, 2018
10:10 AM

CITY OF EUSTIS
Custom Violation Report by Parcel Id

Page No: 1

Range: 01-19-26-0600-004-01100	to 01-19-26-0600-004-01100	
Violation Date Range: First to 04/16/18	Use Type Range: First to Last	Open: N
Ordinance Id Range: First to Last	User Code Range: First to Last	Completed: N
		Void: N
		Pending: Y
Customer Range: First to Last	Inc Violations with waived Fines: Yes	

Violation Id: 11-00073 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

Ordinance Id	Description
34-2	Section 34-2: Except as stated in this Section, no solid waste shall be buried or burned within the City. Yard trash may be burned within the City only after the City has issued a permit, which may be issued by the Fire Chief or any duly authorized officer of the Fire Department of the City.

Conditions: Violation: Burning of solid waste on property.

Required Remedy: Remove all rubbish generated from the unauthorized burning of solid waste from the property.

Violation Id: 07-00304 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

Ordinance Id	Description
VIOLATION	Conversion Violation

Conditions: Violation: Storage of machinery, equipment, etc which is no longer safely usable for the purpose of which it were manufactured.

Required Remedy: Remove all things stored on property which are no longer safely usable for the purpose for which it was manufactured.

Violation Id: 07-00303 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

Ordinance Id	Description
34-3	Section 34-3(a)(d)(e): a) No person shall maintain, leave, abandon, or store motor vehicles, trailers, or vessels, as defined by F.S. 320.01 and 327.02, or any other equipment for transporting goods, passengers, or equipment, which are stripped, wrecked, partially dismantled, disabled, inoperative, or are no longer safely usable for the purposes for which they were manufactured, within view from public property or another person's private property. Any such items maintained, left, abandoned, or stored for a period of fifteen days or more within the corporate limits of the City of Eustis within view from public property or another person's private property (except for items that pose an immediate danger to the general health, safety, and welfare of the public) are declared to be a violation of this Section. Any motor vehicle, trailer, or vessel which is required to be registered and licensed in order to be operated in this state, which does not have a current valid license tag, shall be presumptively deemed "disabled or abandoned" under this Section.

d) An inoperative, disabled, or abandoned motor vehicle, trailer, vessel, or other equipment designed to transport goods, passengers, or equipment that is stored so it is screened from view from public property or another person's private property is permitted and does not violate this Section. For purposes of this Section, "screened from view" shall mean within a garage or behind an opaque fence, wall, or similar enclosure.

e) In this Section, "inoperative" shall mean the vehicle or vessel is incapable of being immediately driven or moved, or the vessel or trailer is incapable of being immediately moved or pulled in the manner for which it was intended or designed.

Conditions: Repeat Violation: Storage of unused, stripped, junked, wrecked, partially dismantled, disabled or inoperative motor vehicles or other vehicles not in good and safe operating condition within view of public property or another person's private property. Motor vehicles without a current valid license tag shall be deemed as "disabled or abandoned" under this section.

Required Remedy: Remove all unused, stripped, junked, wrecked, partially dismantled, unlicensed, disabled, or inoperable vehicles and any other vehicles that are not in good and safe operating condition from the property.

Violation Id: 07-00306 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

Ordinance Id	Description
78-58A.B	Section 78-58(a)(b) Special provisions regarding solid waste: (a) Storing of solid waste. No person shall place any solid waste in any street, alley, or other public place or upon any private property, whether owned by such person or not, within the City, unless it is in proper containers for collection or in metal, plastic or other type containers under express approval of the City. No person shall throw or deposit any solid waste in any lake, stream, or other body of water. This Section shall not apply to the deposit of material under a permit authorized by any ordinance of the City; or to goods, wares, or merchandise deposited upon any public way or other public place temporarily, in the necessary course of trade, and removed from such place within two hours of being so deposited; or to articles or things deposited in or conducted into the City sewer system through lawful drains in accordance with the related ordinances of the City. (b) Unauthorized accumulation. Any unauthorized accumulation of solid waste on any premises is declared to be a nuisance and is prohibited. Failure to remove any existing accumulation of solid waste upon being notified by the City or its representative shall be deemed a violation of this Code.

Conditions: VIOLATION: There is an accumulation of uncontained trash, garbage, rubbish or other waste materials scattered all over the ground of the property. Storage and/or placement of solid waste on the property, on the vacant lot west of the property and in the public right-of-way. Exempt waste is being placed at the curbside for collection by Waste Management. (A list of exempt waste is attached)

REMEDY: Bag or containerize all trash, garbage, rubbish or other waste materials and place it at the curbside for collection. Remove all solid waste from the property, from the vacant lot and from the public right-of-way. Remove all exempt waste from the curbside and dispose of it at the Lake County Landfill in Astatula.

April 16, 2018
10:10 AM

CITY OF EUSTIS
Custom Violation Report by Parcel Id

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Violation Id: 17-00911 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

Ordinance Id	Description
34-1.1	Section 34-1(1): It shall be unlawful for the owner or occupant of any residential or commercial premises to fail to conform to the following requirements: (1) All buildings or structures shall be maintained in a safe and sanitary condition consistent with the standards contained in the Housing Code adopted in Section 50-26. The owner, or his designated agent, shall be responsible for the safety and maintenance of buildings.

Conditions: Violation: Single family residential dwelling has not been maintained in accordance with the International Property Maintenance Code and has been declared unsafe and unfit for human occupancy.

Corrective Action Required: Obtain a permit to repair and rehabilitate or demolish the structure from the City of Eustis Building Department, 111 E. Orange Avenue, Eustis, (352)483-5462.

Note: If property is demolished and there are no plans to rebuild within 6 months all improvements must be removed from the property.

Violation Id: 07-00305 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

Ordinance Id	Description
34-96A4	Section 34-96(a)(4): (a) No person who owns or occupies real property within the City shall maintain or cause to be maintained on the property a nuisance. Prohibited acts and required compliance measures include the following: (4) No person shall allow any object or item such as, but not limited to, household furniture, household appliances, or containers or other receptacles that could collect water or any other accumulation of personal property, construction and demolition debris, or other materials, trash, garbage, or rubbish of any kind that could become a breeding place for insects or vermin or cause unpleasant odors or which is unsightly and an eyesore from adjoining properties or from the public right-of-way to be placed or left outdoors except for such period as may be necessary to allow collection of such items by waste collection services.

Conditions: Violation: Objects or items and accumulations placed or left outdoors that could become a breeding place for insects or vermin, or cause unpleasant odors or which is unsightly and an eyesore from adjoining properties or from the public right-of-way.

Required Remedies:

- 1) Remove all objects or items and accumulations from the property, or
- 2) Move it all inside a building or behind an opaque fence, wall or similar structure where it cannot become a breeding place for insects or vermin or cause unpleasant odors and is screened from view of adjoining properties or from the public right-of-way.

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CITY OF EUSTIS
Custom Violation Report by Parcel Id

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CITY OF EUSTIS
Custom Violation Report by Parcel Id

Page No: 1

Range: 01-19-26-0600-004-01100	to 01-19-26-0600-004-01100	
Violation Date Range: First to 04/16/18	Use Type Range: First to Last	Open: N
Ordinance Id Range: First to Last	User Code Range: First to Last	Completed: N
		Void: N
		Pending: Y
Customer Range: First to Last	Inc Violations with Waived Fines: Yes	

Violation Id: 11-00073 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

✓ Completed

Ordinance Id	Description
34-2	Section 34-2: Except as stated in this Section, no solid waste shall be buried or burned within the City. Yard trash may be burned within the City only after the City has issued a permit, which may be issued by the Fire Chief or any duly authorized officer of the Fire Department of the City.

Conditions: Violation: Burning of solid waste on property.

Required Remedy: Remove all rubbish generated from the unauthorized burning of solid waste from the property.

Violation Id: 07-00304 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

✓ Completed

Ordinance Id	Description
VIOLATION	Conversion Violation

Conditions: Violation: Storage of machinery, equipment, etc which is no longer safely usable for the purpose of which it were manufactured.

Required Remedy: Remove all things stored on property which are no longer safely usable for the purpose for which it was manufactured.

Violation Id: 07-00303 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

✓ COMPLETED

Ordinance Id	Description
34-3	Section 34-3(a)(d)(e): a) No person shall maintain, leave, abandon, or store motor vehicles, trailers, or vessels, as defined by F.S. 320.01 and 327.02, or any other equipment for transporting goods, passengers, or equipment, which are stripped, wrecked, partially dismantled, disabled, inoperative, or are no longer safely usable for the purposes for which they were manufactured, within view from public property or another person's private property. Any such items maintained, left, abandoned, or stored for a period of fifteen days or more within the corporate limits of the City of Eustis within view from public property or another person's private property (except for items that pose an immediate danger to the general health, safety, and welfare of the public) are declared to be a violation of this Section. Any motor vehicle, trailer, or vessel which is required to be registered and licensed in order to be operated in this state, which does not have a current valid license tag, shall be presumptively deemed "disabled or abandoned" under this Section.

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CITY OF EUSTIS
Custom Violation Report by Parcel Id

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- d) An inoperative, disabled, or abandoned motor vehicle, trailer, vessel, or other equipment designed to transport goods, passengers, or equipment that is stored so it is screened from view from public property or another person's private property is permitted and does not violate this Section. For purposes of this Section, "screened from view" shall mean within a garage or behind an opaque fence, wall, or similar enclosure.
- e) In this Section, "inoperative" shall mean the vehicle or vessel is incapable of being immediately driven or moved, or the vessel or trailer is incapable of being immediately moved or pulled in the manner for which it was intended or designed.

Conditions: Repeat Violation: Storage of unused, stripped, junked, wrecked, partially dismantled, disabled or inoperative motor vehicles or other vehicles not in good and safe operating condition within view of public property or another person's private property. Motor vehicles without a current valid license tag shall be deemed as "disabled or abandoned" under this section.

Required Remedy: Remove all unused, stripped, junked, wrecked, partially dismantled, unlicensed, disabled, or inoperable vehicles and any other vehicles that are not in good and safe operating condition from the property.

Violation Id: 07-00306 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

✓ COMPLETED

Ordinance Id	Description
78-58A.B	Section 78-58(a)(b) Special provisions regarding solid waste: (a) Storing of solid waste. No person shall place any solid waste in any street, alley, or other public place or upon any private property, whether owned by such person or not, within the City, unless it is in proper containers for collection or in metal, plastic or other type containers under express approval of the City. No person shall throw or deposit any solid waste in any lake, stream, or other body of water. This Section shall not apply to the deposit of material under a permit authorized by any ordinance of the City; or to goods, wares, or merchandise deposited upon any public way or other public place temporarily, in the necessary course of trade, and removed from such place within two hours of being so deposited; or to articles or things deposited in or conducted into the City sewer system through lawful drains in accordance with the related ordinances of the City. (b) Unauthorized accumulation. Any unauthorized accumulation of solid waste on any premises is declared to be a nuisance and is prohibited. Failure to remove any existing accumulation of solid waste upon being notified by the City or its representative shall be deemed a violation of this Code.

Conditions: VIOLATION: There is an accumulation of uncontained trash, garbage, rubbish or other waste materials scattered all over the ground of the property. Storage and/or placement of solid waste on the property, on the vacant lot west of the property and in the public right-of-way. Exempt waste is being placed at the curbside for collection by waste Management. (A list of exempt waste is attached)

REMEDY: Bag or containerize all trash, garbage, rubbish or other waste materials and place it at the curbside for collection. Remove all solid waste from the property, from the vacant lot and from the public right-of-way. Remove all exempt was from the curbside and dispose of it at the Lake County Landfill in Astatula.

April 16, 2018
10:10 AM

CITY OF EUSTIS
Custom Violation Report by Parcel Id

Page No: 3

Violation Id: 17-00911 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

NOT CLEAR AS
TO VIOLATIONS?

Ordinance Id	Description
34-1.1	Section 34-1(1): It shall be unlawful for the owner or occupant of any residential or commercial premises to fail to conform to the following requirements: (1) All buildings or structures shall be maintained in a safe and sanitary condition consistent with the standards contained in the Housing Code adopted in Section 50-26. The owner, or his designated agent, shall be responsible for the safety and maintenance of buildings.

Conditions: Violation: Single family residential dwelling has not been maintained in accordance with the International Property Maintenance Code and has been declared unsafe and unfit for human occupancy.

Corrective Action Required: Obtain a permit to repair and rehabilitate or demolish the structure from the City of Eustis Building Department, 111 E. Orange Avenue, Eustis, (352)483-5462.

Note: If property is demolished and there are no plans to rebuild within 6 months all improvements must be removed from the property.

Violation Id: 07-00305 Parcel Id: 01-19-26-0600-004-01100
Status: Pending

✓ COMPLETED

Ordinance Id	Description
34-96A4	Section 34-96(a)(4): (a) No person who owns or occupies real property within the City shall maintain or cause to be maintained on the property a nuisance. Prohibited acts and required compliance measures include the following: (4) No person shall allow any object or item such as, but not limited to, household furniture, household appliances, or containers or other receptacles that could collect water or any other accumulation of personal property, construction and demolition debris, or other materials, trash, garbage, or rubbish of any kind that could become a breeding place for insects or vermin or cause unpleasant odors or which is unsightly and an eyesore from adjoining properties or from the public right-of-way to be placed or left outdoors except for such period as may be necessary to allow collection of such items by waste collection services.

Conditions: Violation: Objects or items and accumulations placed or left outdoors that could become a breeding place for insects or vermin, or cause unpleasant odors or which is unsightly and an eyesore from adjoining properties or from the public right-of-way.

Required Remedies:

- 1) Remove all objects or items and accumulations from the property, or
- 2) Move it all inside a building or behind an opaque fence, wall or similar structure where it cannot become a breeding place for insects or vermin or cause unpleasant odors and is screened from view of adjoining properties or from the public right-of-way.



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-40: RELEASE OF LIEN AGREEMENT - 1304 ST. ANDREWS BLVD. - CASE NO. 15-00531 AND 18-00927

Introduction:

Resolution No. 19-40 approves an executed settlement agreement and provides for the release of two Code Enforcement liens recorded against 1304 St. Andrews Blvd.

Background:

The City of Eustis has two code enforcement liens recorded against 1304 St. Andrews Boulevard totaling \$56,300 (\$52,750 for Case 15-00531 and \$3,550 for Case 18-00927) because the property owner, who is now deceased, failed to maintain the property in compliance with City Code. The property's homestead protection status prevented the City from foreclosing on any outstanding liens.

On August 17, 2018, Case 18-00927 was opened when the Code Enforcement Department received a citizen complaint from a neighbor stating that the property owner is deceased and the property was severely overgrown with an unsecured in ground swimming pool. The Inspector had the Public Works Department immediately secure the pool to protect the public.

The Department researched the property and found that it was currently in foreclosure by the mortgage servicer, who was notified of the violations in an attempt to get their Preservation Department to correct the violations. When the attempt failed, the Case went before the Code Enforcement Board, who authorized the City to access the property, abate the violations and charge the violator with the costs in accordance with Florida Statute 162.09(1).

On January 18, 2019, the City of Eustis received a Notice to Creditors that the Estate of Michael C. Andrews is pending in the Circuit Court for Lake County. In response, the City Attorney filed a Statement of Claims in an effort to satisfy the unpaid liens and through that process came to an agreement with the Estate's Managing Attorney for payment of \$2,500 to settle the Claim, which was received on March 12, 2019.

Recommended Action:

The administration recommends approval of Resolution No. 19-40.

Alternatives:

1. Approve Resolution No. 19-40 to authorize the settlement agreement and release the City's liens against the property.
2. Deny Resolution No. 19-40 and maintain the unpaid liens against the subject property.

Budget Impact:

If the Resolution is approved, the City would receive \$2,500.

Attachments:

[Staff Report Res. No. 19-40](#)

[Resolution No. 19-40](#)

[15-00531 Lien](#)

[18-00927 Lien](#)

[Notice to Creditors](#)

[Satisfaction and Release of Claim](#)

[Copy of check](#)

[Notice of Lis Pendens](#)

[Final Judgment of Foreclosure](#)

Reviewed by:

Lori Barnes, Director

Approved - 29 Mar 2019

Ronald Neibert, City Manager

Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-40: RELEASE OF LIEN AGREEMENT - 1304 ST. ANDREWS BLVD. - CASE NO. 15-00531 AND 18-00927

Introduction:

Resolution No. 19-40 approves an executed settlement agreement and provides for the release of two Code Enforcement liens recorded against 1304 St. Andrews Blvd.

Background:

The City of Eustis has two code enforcement liens recorded against 1304 St. Andrews Boulevard totaling \$56,300 (\$52,750 for Case 15-00531 and \$3,550 for Case 18-00927) because the property owner, who is now deceased, failed to maintain the property in compliance with City Code. The property's homestead protection status prevented the City from foreclosing on any outstanding liens.

On August 17, 2018, Case 18-00927 was opened when the Code Enforcement Department received a citizen complaint from a neighbor stating that the property owner is deceased and the property was severely overgrown with an unsecured in ground swimming pool. The Inspector had the Public Works Department immediately secure the pool to protect the public.

The Department researched the property and found that it was currently in foreclosure by the mortgage servicer, who was notified of the violations in an attempt to get their Preservation Department to correct the violations. When the attempt failed, the Case went before the Code Enforcement Board, who authorized the City to access the property, abate the violations and charge the violator with the costs in accordance with Florida Statute 162.09(1).

On January 18, 2019, the City of Eustis received a Notice to Creditors that the Estate of Michael C. Andrews is pending in the Circuit Court for Lake County. In response, the City Attorney filed a Statement of Claims in an effort to satisfy the unpaid liens and through that process came to an agreement with the Estate's Managing Attorney for payment of \$2,500 to settle the Claim, which was received on March 12, 2019.

Recommended Action:

The administration recommends approval of Resolution No. 19-40.

Alternatives:

1. Approve Resolution No. 19-40 to authorize the settlement agreement and release the City's liens against the property.
2. Deny Resolution No. 19-40 and maintain the unpaid liens against the subject property.

Budget Impact:

If the Resolution is approved, the City would receive \$2,500.

Attachments:

[Staff Report Res. No. 19-40](#)

[Resolution No. 19-40](#)

[15-00531 Lien](#)

[18-00927 Lien](#)

[Notice to Creditors](#)

[Satisfaction and Release of Claim](#)

[Copy of check](#)

[Notice of Lis Pendens](#)

[Final Judgment of Foreclosure](#)

Reviewed by:

Lori Barnes, Director

Approved - 29 Mar 2019

Ronald Neibert, City Manager

Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 4, 2019

RE: RESOLUTION NO. 19-40: RELEASE OF LIEN AGREEMENT
1304 ST. ANDREWS BLVD, CASE #15-00531 AND 18-00927

Introduction:

Resolution No. 19-40 approves an executed settlement agreement and provides for the release of two Code Enforcement liens recorded against 1304 St. Andrews Blvd.

Recommended Action:

The administration recommends approval of Resolution No. 19-40.

Background:

The City of Eustis has two code enforcement liens recorded against 1304 St. Andrews Boulevard totaling \$56,300 (\$52,750 for Case 15-00531 and \$3,550 for Case 18-00927) because the property owner, who is now deceased, failed to maintain the property in compliance with City Code. The property's homestead protection status prevented the City from foreclosing on any outstanding liens.

On August 17, 2018, Case 18-00927 was open when the Code Enforcement Department received a citizen complaint from a neighbor stating that the property owner is deceased and the property was severely overgrown with an unsecure in ground swimming pool. The Inspector had the Public Works Department immediately secure the pool to protect the public.

The Department researched the property and found that it was currently in foreclosure by the mortgage servicer, who was notified of the violations in an attempt to get their Preservation Department to correct the violations. When the attempt failed, the Case went before the Code Enforcement Board, who authorized the City to access the property and abate the violations and charge the violator with the costs in accordance with Florida Statute 162.09(1).

On January 18, 2019, the City of Eustis received a Notice to Creditors that the Estate of Michael C. Andrews is pending in the Circuit Court for Lake County. In response the City Attorney filed a Statement of Claims in an effort to satisfy the unpaid liens and through that

process came to an agreement with the Estate's Managing Attorney for payment of \$2,500 to settle the Claim, which was received on March 12, 2019.

Alternatives

1. Approve Resolution No. 19-40 to authorize the settlement agreement and release the City's liens against the property.
2. Deny Resolution No. 19-40 and maintain the unpaid liens against the subject property.

Discussion of Alternatives:

1. Alternative 1 approves Resolution No. 19-40 and releases the code enforcement liens against the subject property.

Advantages:

- The action is responsive to the request of the Estate's Managing Attorney.
- The action would allow the City to recover enforcement and abatement costs.
- The action would be consistent with previous City Commission actions.

Disadvantages:

- The City would lose the possibility of collecting the remaining \$56,300 in fines.

2. Alternative 2 denies Resolution No. 19-40 and maintains the unpaid liens against the subject property.

Advantages:

- The City could collect the full fine of \$56,300.

Disadvantages:

- The foreclosure of the property by the mortgage servicer could continue, which would result in the City's interest being foreclosed as it is inferior to the mortgage lien.
- The City would not recover its enforcement and abatement costs.

Community Input

No adjacent property owners attended the Code Enforcement Hearings, but the violations were the result of a citizen complaint.

Budget / Staff Impact:

If the Resolution is approved, the City would receive \$2,500.

Reviewed By:

Lori Barnes, ACIP, Development Services Director

Prepared By:

Eric Martin, Code Enforcement Supervisor

Attachments:

- Resolution No. 19-40
- Copy of Liens

- Notice to Creditors
- Satisfaction and Release of Claim
- Copy of \$2,500 check
- Notice of Lis Pendens
- Final Judgment of Foreclosure

RESOLUTION NO. 19-40

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING AN EXECUTED SETTLEMENT AGREEMENT AND PROVIDING FOR THE RELEASE OF TWO CODE ENFORCEMENT LIENS RECORDED AGAINST 1304 ST. ANDREWS BOULEVARD

WHEREAS, the City of Eustis, Florida established code enforcement fines against the following described property under Case No. 15-00531 and Case No. 18-00927 against Michael C. Andrews, deceased property owner, for failing to comply with City Ordinances:

EUSTIS, ORANGE GROVE PARK LOT 11 PB 14 PG 5 ORB 2155 PG 1605,
and

WHEREAS, on December 28, 2015 and October 31, 2018, the City of Eustis, Florida, a Florida municipal Corporation, recorded Code Enforcement Liens against the subject property; and

WHEREAS, on January 18, 2019, the City of Eustis received a Notice to Creditors that the Estate of Michael C. Andrews is pending in the Circuit Court for Lake County; and

WHEREAS, in response, the City Attorney filed a Statement of Claims in an effort to satisfy the unpaid liens totaling \$56,300 (\$52,750 for Case 15-00531 and \$3,550 for Case 18-00927); and

WHEREAS, On February 27, 2019, the Estate's Managing Attorney contacted the City Attorney in an effort to settle the claim; and

WHEREAS, the two Parties came to a settlement agreement of \$2,500; and

WHEREAS, the City Attorney has advised Staff the funds have been received; and

WHEREAS, the settlement amount is enough to cover all the City's abatement and administrative costs associated with the Code Enforcement Cases.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

Section 1: That the Satisfaction and Release of Claim drafted by the Estate's Attorney and executed by the City Attorney is hereby authorized.

Section 2: That the City Clerk is hereby authorized to execute a Release of Lien for the code enforcement liens recorded against the following described property:

EUSTIS, ORANGE GROVE PARK LOT 11 PB 14 PG 5 ORB 2155 PG 1605

DONE AND RESOLVED this 4th day of April, 2019, in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor-Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____, 2019, by Michael L. Holland, Mayor, and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Descriptions.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-40 is hereby approved, and I certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, City Clerk



RETURN TO:
CITY CLERK
CITY OF EUSTIS
P. O. DRAWER 68
EUSTIS, FL 32726-0068



CODE ENFORCEMENT BOARD

CITY OF EUSTIS

STATE OF FLORIDA

INSTRUMENT #2015138781
OR BK 4721 PG 1219 - 1220 (2 PGS)
DATE: 12/28/2015 4:24:24 PM
NEIL KELLY, CLERK OF THE CIRCUIT COURT
LAKE COUNTY
RECORDING FEES \$18.50

CASE NO. 15-00531

IN THE MATTER OF: MICHAEL C. ANDREWS

ORDER IMPOSING FINE / LIEN

This matter was heard by the Special Magistrate on December 14, 2015 at a Certification of Fine / Lien Hearing based on a prior Order entered in this matter by the Code Enforcement Board during a regularly scheduled hearing held on October 12, 2015.

At the October 12, 2015 Hearing, the Board took evidence and testimony under oath from the City and gave opportunity to MICHAEL C. ANDREWS to give evidence and testimony under oath.

Based on the testimony given under oath and relevant evidence presented at the October 12, 2015 Hearing, the Board issued a Finding of Fact and Conclusion of Law and thereupon issued an oral Order, which was reduced to writing and furnished to MICHAEL C. ANDREWS.

Said Order required MICHAEL C. ANDREWS to take certain corrective action by November 11, 2015, as more specifically set forth in that Order.

An Affidavit of Non-Compliance, bearing the re-inspection date of November 13, 2015 has been filed with the Special Magistrate by the Code Inspector, which Affidavit certifies under oath that the required corrective action was not taken as ordered.

Accordingly, it having been brought to the Special Magistrate's attention that MICHAEL C. ANDREWS has not complied with the Order dated October 12, 2015. It is hereby ORDERED that MICHAEL C. ANDREWS pay to the City of Eustis a fine in the amount of \$50 per day after November 11, 2015 for each and every day the violation(s) exist(s) and continue to exist at EUSTIS, ORANGE GROVE PARK LOT 11 PB 14 PG 5 ORB 2155 PG 1605 (1304 ST. ANDREWS BLVD, Eustis, FL Parcel ID 14-19-26-020000001100), described as:

- 1) Grass or weeds overgrown to a height of twelve inches or more from the ground.
- 2) Unkempt landscaping.

The City Clerk is hereby ordered to record a certified copy of this Order Imposing Fine / Lien and said Fine shall constitute a Lien against the land on which the violation exists and upon any other real or personal property owned by the violator pursuant to City of Eustis Code of Ordinances.

Case No. 15-00531

DONE AND ORDERED THIS 14TH DAY OF DECEMBER, 2015.

Florida

Code Enforcement Special Magistrate of the City of Eustis,

By: _____

Kevin M. Stone, Esquire

CERTIFICATE OF SERVICE

I, Clerk of the City of Eustis, hereby certify that this is a true and accurate copy of the Order of Enforcement and that a copy of this Order has been sent via First Class Mail to MICHAEL C. ANDREWS at 1304 St. Andrews Blvd, Eustis, FL 32726 on this 14th day of, December, 2015.

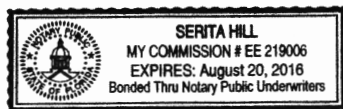
CITY OF EUSTIS

Mary C. Montez, City Clerk

STATE OF FLORIDA)
) ss
COUNTY OF LAKE)

Being an officer duly authorized to administer oaths and take acknowledgments, I HEREBY CERTIFY that on this day personally appeared before me, Mary C. Montez, to me well known and known to me to be the person in and who executed the foregoing instrument and acknowledged to and before me that he executed said instrument of the purpose therein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal at Eustis, said County and State, this 14th day of, December, 2015.



NOTARY PUBLIC

My Commission Expires: Aug 20, 2016
Notary Serial No. EE 219006



RETURN TO:
CITY CLERK
CITY OF EUSTIS
P. O. DRAWER 68
EUSTIS, FL 32726-0068

CODE ENFORCEMENT BOARD

CITY OF EUSTIS

STATE OF FLORIDA

INSTRUMENT #2018127714
OR BK 5191 PG 1959 - 1960 (2 PGS)
DATE: 10/31/2018 8:58:30 AM
GARY J. COONEY, CLERK OF THE CIRCUIT COURT
AND COMPTROLLER, LAKE COUNTY, FLORIDA
RECORDING FEES \$18.50

CASE #18-00927

IN THE MATTER OF: MICHAEL C. ANDREWS

ORDER IMPOSING FINE / LIEN

This matter was heard by the Code Enforcement Board on October 8, 2018 at a Certification of Fine / Lien Hearing based on a prior Order entered in this matter by the Board at its regular meeting on September 10, 2018.

At the September 10, 2018 hearing, the Board took evidence and testimony under oath from the City and gave opportunity to MICHAEL C. ANDREWS to give evidence and testimony under oath.

Based on the testimony given under oath and relevant evidence presented at the September 10, 2018 meeting, the Board issued its Findings of Fact and Conclusion of Law and thereupon issued its oral Order, which was reduced to writing and furnished to MICHAEL C. ANDREWS.

Said order required MICHAEL C. ANDREWS to take certain corrective action by September 20, 2018, as more specifically set forth in that Order.

An Affidavit of Non-Compliance, bearing the re-inspection date of September 21, 2018 has been filed by the Code Inspector, which Affidavit certifies under oath that the required corrective action was not taken as ordered.

Accordingly, it having been brought to the Board's attention that MICHAEL C. ANDREWS has not complied with the order dated September 10, 2018. It is hereby ORDERED that MICHAEL C. ANDREWS pay to the City of Eustis a nuisance abatement fee of \$800, and a daily fine in the amount of \$2500 per day from September 21, 2018 to October 2, 2018 totaling \$2,750 for the violation(s) that existed at EUSTIS, ORANGE GROVE PARK LOT 11 PB 14 PG 5 ORB 2155 PG 1605 (1304 ST. ANDREWS BLVD., EUSTIS, FL Parcel ID 14-19-26-020000001100), described as:

- 1) Grass or weeds overgrown to a height of twelve inches or more from the ground.
- 2) Accumulation of vegetation, weeds and plant matter on the property and adjoining public right-of-ways.
- 3) Swimming pool is not being maintained in a clean and sanitary condition.

The City Clerk is hereby ordered to record a certified copy of this Order Imposing Fine / Lien and said Fine shall constitute a Lien against the land on which the violation existed and upon any other real or personal property owned by the violator pursuant to City of Eustis Code of Ordinances Chapter 2 Section 2-131 and Florida Statutes 162.09(3).

CERTIFICATION OF VOTE

The vote of the Code Enforcement Board regarding the Findings of Fact, Conclusions of Law, and Order/Imposition of Fine:

Member	Yes	No	Absent
Alan Paczkowski	x		
Stephanie Carder	x		
James Hagarty			x
Alan Johnson			x
George Asbate	x		
Joanne Hart-Rittenhouse	x		

DONE AND ORDERED THIS 8TH DAY OF OCTOBER, 2018.

Code Enforcement Board of the City of Eustis, Florida

By: [Signature]
Alan Paczkowski, Chairperson

CERTIFICATE OF SERVICE

I, Clerk of the City of Eustis, hereby certify that this is a true and accurate copy of the Order of Enforcement and that a copy of this order has been sent via First Class mail to Michael C. Andrews at 1304 St. Andrews Blvd., Eustis, FL 32726 on this 14th day of October, 2018

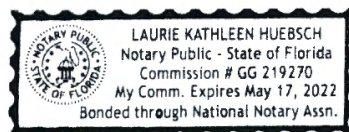
CITY OF EUSTIS

[Signature]
Mary C. Montez, City Clerk

**STATE OF FLORIDA
COUNTY OF LAKE**

Being an officer duly authorized to administer oaths and take acknowledgments, I HEREBY CERTIFY that on this day personally appeared before me, Mary C. Montez, to me well known and known to me to be the person in and who executed the foregoing instrument and acknowledged to and before me that he executed said instrument of the purpose therein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal at Eustis, said County and State, this 14th day of October A.D., 2018.



[Signature]
NOTARY PUBLIC

My Commission expires: 5-17-22
Notary Serial No. GG 219270

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
IN AND FOR LAKE COUNTY, FLORIDA

PROBATE DIVISION

IN RE:

MICHAEL CHARLES ANDREWS

CASE NO.: 2018CP001578

NOTICE TO CREDITORS

The estate of Michael Charles Andrews, File No. 2018CP001578, is pending in the Circuit Court for Lake County, Florida at 550 W. Main Street, Tavares, FL 32778.

The names and addresses of the personal representative and the personal representative's attorney are set forth below. The date of first publication of this notice is November 6, 2018.

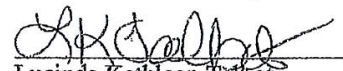
All creditors and those having claims or demands against decedent's estate, including unmaturred, contingent or unliquidated claims, upon whom a copy of this notice has been served are required to file their claims with the above-named court within the later of three (3) months after the date of the first publication of this notice or thirty (30) days after the date of service of a copy of this notice on them.

All other creditors having claims or demands against decedent's estate, including unmaturred, contingent or unliquidated claims, are required to file their claims with the above-named court within three (3) months after the date of the first publication of this notice.

ALL CLAIMS NOT SO FILED WILL BE FOREVER BARRED.

APFELBAUM LAW

By: /s/ Nicolás A. Apfelbaum
Nicolás A. Apfelbaum, Esq.
Florida Bar No.: 68132
1922 SE Port St. Lucie Blvd.
Port St. Lucie, FL 34952
(772) 236-4009 Phone
napfelbaum@alawfl.com
Attorney for Personal Representative


Lucinda Kathleen Talbot
24532 W. Great Oaks Drive
Channahon, IL 60410
Personal Representative



Apfelbaum Law
1922 SE Port St. Lucie Blvd.
Port St. Lucie, FL 34952

RETURN RECEIPT
REQUESTED

CERTIFIED MAIL



7017 3040 0000 3390 5172

City of Eutis
PO Drawer 68
Eutis, FL ~~32728~~

32727

6/18

RECEIVED

JAN 18 2019

BY: _____

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IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
IN AND FOR LAKE COUNTY, FLORIDA

PROBATE DIVISION

IN RE:

ESTATE OF MICHAEL CHARLES ANDREWS

CASE NO.: 2018CP1578

_____/

SATISFACTION AND RELEASE OF CLAIM

The undersigned, the City of Eustis, has been paid, settled or compromised the claims filed in the instant proceeding on January 29, 2019 against the Estate of Michael Charles Andrews, and this Satisfaction and Release is executed to acknowledge discharge of the claims and to release the Estate of Michael Charles Andrews and the personal representative, if any, of the estate from all further liability with respect thereto.

Signed on this ____ day of _____, 2019 by an authorized representative of claimant:

By: _____
The City of Eustis
Claimant

THE ESTATE OF
MICHAEL C. ANDREWS

91

March 12 2019

DATE

70-909/719

PAY TO THE
ORDER OF

BOULEVARD SCHUBERT TRUST Account \$ 2,500.00

DOLLARS

Security features
readable in
purple or black



Merchants and Manufacturers Bank

www.m-mbank.com

FOR MICHAEL C. ANDREWS

⑆07190909⑆ 2307124198⑈

Shirley K. Schubert MP

Learn More...
Trademark Bank

INSTRUMENT#: 2018088165 OR BK 5146 PG 2088 PAGES: 2 7/30/2018 11:34:46 AM
GARY J. COONEY, CLERK OF THE CIRCUIT COURT & COMPTROLLER, LAKE COUNTY, FLORIDA
REC FEES: \$0.00

35-2018-CA-001567-AXXX-XX

Filing # 75632296 E-Filed 07/27/2018 03:25:30 PM

DEUTSCHE BANK NATIONAL TRUST
COMPANY, AS TRUSTEE, ON BEHALF
OF THE HOLDERS OF THE J.P. MORGAN
MORTGAGE ACQUISITION TRUST 2007-
CH3 ASSET BACKED PASS-THROUGH
CERTIFICATES, SERIES 2007-CH3,

Plaintiff,

IN THE CIRCUIT COURT OF THE FIFTH
JUDICIAL CIRCUIT IN AND FOR LAKE
COUNTY, FLORIDA
GENERAL JURISDICTION DIVISION
CASE NO.

NOTICE OF LIS PENDENS

vs.

MICHAEL C. ANDREWS; UNKNOWN
SPOUSE OF MICHAEL C. ANDREWS;
ANY AND ALL UNKNOWN PARTIES
CLAIMING BY, THROUGH, UNDER, AND
AGAINST THE HEREIN NAMED
INDIVIDUAL DEFENDANT(S) WHO ARE
NOT KNOWN TO BE DEAD OR ALIVE,
WHETHER SAID UNKNOWN PARTIES
MAY CLAIM AN INTEREST AS
SPOUSES, HEIRS, DEVISEES,
GRANTEES, OR OTHER CLAIMANTS,

Defendants.

TO: THE DEFENDANTS NAMED ABOVE AND ALL OTHERS TO WHOM IT MAY
CONCERN:



PAGE 1

18-170959

FILED: LAKE COUNTY, GARY J. COONEY, CLERK, 07/30/2018 10:15:36 AM

1. YOU ARE HEREBY NOTIFIED of the institution of this action by the Plaintiff against you seeking to foreclose a note and mortgage encumbering the following described real property in **Lake County, Florida**, in Official Records Book 3322, Page 1394.

LOT 11, IN ORANGE GROVE PARK, A SUBDIVISION IN THE CITY OF EUSTIS FLORIDA, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 14, PAGE 5, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

-A/K/A 1304 SAINT ANDREWS BLVD, EUSTIS, FL 32726

Including the buildings and appurtenances located thereon.

Dated this _____ day of JUL 25 2018, 20____.

ROBERTSON, ANSCHUTZ & SCHNEID, P.L.

Attorney for Plaintiff

6409 Congress Ave., Suite 100

Boca Raton, FL 33487

Telephone: 561-241-6901

Facsimile: 561-997-6909

Service Email: mail@rasflaw.com

By: *Dominique Sciuillo-Craig*

- ☐ Melissa Konick, Esq., FL Bar No. 17569, Email Address: mkonick@rasflaw.com
☐ Wendy Manswell, Esq., FL Bar No. 12027, Email Address: wmanswell@rasflaw.com
☐ Tiffanie Waldman, Esq., FL Bar No. 86591, Email Address: twaldman@rasflaw.com
☐ Rosemarie Wildman, Esq., FL Bar No. 645869, Email Address: rwildman@rasflaw.com
☐ Gweneth Brimm, Esq., FL Bar No. 727601, Email Address: gbrimm@rasflaw.com
☒ Dominique Sciuillo-Craig, Esq., FL Bar No. 108379, Email Address: dcraig@rasflaw.com

IN THE FLORIDA COURT OF THE FIFTH
JUDICIAL CIRCUIT OF FLORIDA IN AND FOR
LAKE COUNTY
GENERAL JURISDICTION DIVISION
CASE NO: 35-2018-CA-001567-AXXX-XX

DEUTSCHE BANK NATIONAL TRUST
COMPANY, AS TRUSTEE, ON BEHALF OF
THE HOLDERS OF THE J.P. MORGAN
MORTGAGE ACQUISITION TRUST 2007-CH3
ASSET BACKED PASS-THROUGH
CERTIFICATES, SERIES 2007-CH3,
Plaintiff,

vs.

LUCINDA KATHLEEN TALBOT; THE
UNKNOWN HEIRS, BENEFICIARIES,
DEVISEES, GRANTEEES, ASSIGNEES,
LIENORS, CREDITORS, TRUSTEES AND ALL
OTHERS WHO MAY CLAIM AN INTEREST IN
THE ESTATE OF MICHAEL CHARLES
ANDREWS, DECEASED ; ANY AND ALL
UNKNOWN PARTIES CLAIMING BY,
THROUGH, UNDER, AND AGAINST THE
HEREIN NAMED INDIVIDUAL
DEFENDANT(S) WHO ARE NOT KNOWN TO
BE DEAD OR ALIVE, WHETHER SAID
UNKNOWN PARTIES MAY CLAIM AN
INTEREST AS SPOUSES, HEIRS, DEVISEES,
GRANTEEES, OR OTHER CLAIMANTS,
Defendant(s).

2019 FEB 28 PM 3:07
CLERK OF CIRCUIT
COURT
LAKE COUNTY
FLORIDA

FINAL JUDGMENT OF FORECLOSURE

This action was heard before the court on February 28, 2019 on evidence presented at the Order to Show Cause hearing pursuant to Fla. Stat. §702.10. **IT IS ADJUDGED** that Plaintiff's Motion for Final Judgment is **GRANTED** pursuant to Fla. Stat. §702.10, against all defendants listed by name: LUCINDA KATHLEEN TALBOT; THE UNKNOWN HEIRS, BENEFICIARIES, DEVISEES, GRANTEEES, ASSIGNEES, LIENORS, CREDITORS, TRUSTEES AND ALL OTHERS WHO MAY CLAIM AN INTEREST IN THE ESTATE OF MICHAEL CHARLES ANDREWS, DECEASED ;

1. **Amounts Due.** Plaintiff, DEUTSCHE BANK NATIONAL TRUST COMPANY, AS TRUSTEE, ON BEHALF OF THE HOLDERS OF THE J.P. MORGAN MORTGAGE ACQUISITION TRUST 2007-CH3 ASSET BACKED PASS-THROUGH CERTIFICATES, SERIES 2007-CH3, whose address is c/o Select Portfolio Servicing, Inc., 3217 S. Decker Lake Drive, Salt Lake City, UT 84119, is due:

Principal	\$134,622.21
Deferred Unpaid Principal Balance:	\$1,500.00
Interest to date of this judgment: February 28, 2018	\$11,537.82
Taxes	\$825.76
Insurance Premiums	\$1,435.00
Prior Servicer Advances	\$1,070.24
Property Appraisals	\$118.00
Inspections	\$135.00
FC Fees	\$1,630.00
FC Costs	\$2,187.13
Late Charges	\$137.13
Interest on Advance	\$0.06
TOTAL SUM	\$155,198.35

That shall bear interest at a rate in accordance with section 55.03(3), Florida Statute

2. **Lien on Property.** Plaintiff holds a lien for the total sum superior to all claims or estates of defendant(s), on the following described property in Lake County, Florida:

LOT 11, IN ORANGE GROVE PARK, A SUBDIVISION IN THE CITY OF EUSTIS FLORIDA, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 14, PAGE 5, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

Property Address: 1304 SAINT ANDREWS BLVD, EUSTIS, FL 32726

3. **Sale of Property.** If the total sum with interest at the rate described in paragraph 1 and all costs accrued subsequent to this judgment are not paid, the Clerk of this Court shall sell the property at public sale on the ____ day of APR 16 2019, 20__, to the highest bidder for cash, except as prescribed in paragraph 4, at the courthouse located at 550 WEST MAIN STREET, TAVARES, FL 32778 in Lake County, Florida, in accordance with section 45.031, Florida Statutes (2013), using the following method:

☒ the Lake County Courthouse 550 W. Main St. 1st Floor, Near Information Desk, Tavares, FL 32778 beginning at 11:00 AM

4. **Costs.** Plaintiff shall advance all subsequent costs of this action and shall be reimbursed for them by the clerk if plaintiff is not the purchaser of the property for sale, provided, however, that the purchaser of the property for sale shall be responsible for the documentary stamps payable on the certificate of title. If plaintiff is the purchaser, the clerk shall credit plaintiff's bid with the total sum with interest and costs accruing subsequent to this judgment, or such part of it as is necessary to pay the bid in full.
5. **Distribution of Proceeds.** On filing the certificate of title the clerk shall distribute the proceeds of the sale, so far as they are sufficient, by paying: first, all of plaintiff's costs; second, documentary stamps affixed to the certificate; third, plaintiff's attorneys' fees; fourth, the total sum due to plaintiff, less the items paid, plus interest at the rate prescribed in paragraph 1 from this date to the date of the sale; and by retaining any remaining amount pending the further order of this court.
6. **Right of Redemption/Right of Possession.** On filing the certificate of sale, defendant(s) and all persons claiming under or against defendant(s) since the filing of the Notice of Lis Pendens shall be foreclosed of all estate or claim in the property, and defendant(s) right of redemption as prescribed by section 45.0315, Florida Statutes (2013) shall be terminated, except as to claims or rights under chapter 718 or chapter 720, Florida Statutes, if any. Upon the filing of the certificate of title, the person named on the certificate of title shall be let into possession of the property.
7. **Jurisdiction Retained.** Jurisdiction is reserved over this action to enforce the Final Judgment and to enter further orders that are proper including, without limitation, an award of attorney's fees and costs, a deficiency decree (if sought and appropriate), writs of possession, orders granting leave to file supplemental and/or amended pleadings to add additional parties, and orders resolving any disputes with respect to assessments and/or other amounts allegedly due associations.

IF THIS PROPERTY IS SOLD AT PUBLIC AUCTION, THERE MAY BE ADDITIONAL MONEY FROM THE SALE AFTER PAYMENT OF PERSONS WHO ARE ENTITLED TO BE PAID FROM THE SALE PROCEEDS PURSUANT TO THE FINAL JUDGMENT.

IF YOU ARE A SUBORDINATE LIENHOLDER CLAIMING A RIGHT TO FUNDS REMAINING AFTER THE SALE, YOU MUST FILE A CLAIM WITH THE CLERK NO LATER THAN 60 DAYS AFTER THE SALE. IF YOU FAIL TO FILE A CLAIM, YOU WILL NOT BE ENTITLED TO ANY REMAINING FUNDS.

IF YOU ARE THE PROPERTY OWNER, YOU MAY CLAIM THESE FUNDS YOURSELF. YOU ARE NOT REQUIRED TO HAVE A LAWYER OR ANY OTHER REPRESENTATION AND YOU DO NOT HAVE TO ASSIGN YOUR RIGHTS TO ANYONE ELSE IN ORDER FOR YOU TO CLAIM ANY MONEY TO WHICH YOU

ARE ENTITLED. PLEASE CHECK WITH THE CLERK OF THE COURT, 550 WEST MAIN STREET, TAVARES, FL 32778, WITHIN 10 DAYS AFTER THE SALE TO SEE IF THERE IS ADDITIONAL MONEY FROM THE FORECLOSURE SALE THAT THE CLERK HAS IN THE REGISTRY OF THE COURT.

IF YOU DECIDE TO SELL YOUR HOME OR HIRE SOMEONE TO HELP YOU CLAIM THE ADDITIONAL MONEY, YOU SHOULD READ VERY CAREFULLY ALL PAPERS YOU ARE REQUIRED TO SIGN, ASK SOMEONE ELSE, PREFERABLY AN ATTORNEY WHO IS NOT RELATED TO THE PERSON OFFERING TO HELP YOU, TO MAKE SURE THAT YOU UNDERSTAND WHAT YOU ARE SIGNING AND THAT YOU ARE NOT TRANSFERRING YOUR PROPERTY OR THE EQUITY IN YOUR PROPERTY WITHOUT THE PROPER INFORMATION. IF YOU CANNOT AFFORD TO PAY AN ATTORNEY, YOU MAY CONTACT COMMUNITY LEGAL SERVICES OF MID-FLORIDA, INC., 226 WEST MAIN STREET, TAVARES, FL 32778, (352) 343-0815 TO SEE IF YOU QUALIFY FINANCIALLY FOR THEIR SERVICES. IF THEY CANNOT ASSIST YOU, THEY MAY BE ABLE TO REFER YOU TO A LOCAL BAR REFERRAL AGENCY OR SUGGEST OTHER OPTIONS. IF YOU CHOOSE TO CONTACT COMMUNITY LEGAL SERVICES OF MID-FLORIDA, INC. FOR ASSISTANCE, YOU SHOULD DO SO AS SOON AS POSSIBLE AFTER RECEIPT OF THIS NOTICE.

ORDERED at TAVARES, LAKE COUNTY, FLORIDA this 28 day of February, 2019.

Neidi Davis
HONORABLE PRESIDING JUDGE

COPIES FURNISHED TO:

ROBERTSON, ANSCHUTZ & SCHNEID, P.L.
ATTORNEYS FOR PLAINTIFF
6409 CONGRESS AVE., SUITE 100
BOCA RATON, FL 33487
PRIMARY EMAIL: MAIL@RASFLAW.COM

LUCINDA KATHLEEN TALBOT
24532 W GREAT OAKS DR
CHANNAHON, IL 60410-5487

THE UNKNOWN HEIRS, BENEFICIARIES, DEVISEES, GRANTEES, ASSIGNEES, LIENORS, CREDITORS, TRUSTEES AND ALL OTHERS WHO MAY CLAIM AN INTEREST IN THE ESTATE OF MICHAEL CHARLES ANDREWS, DECEASED
1304 SAINT ANDREWS BLVD

EUSTIS, FL 32726

18-170959 - CrS

Page 5 of 5



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-41: WATER SERVICE/ANNEXATION AGREEMENT FOR PROPERTY AT CR 44 APPROXIMATELY 750 FT. EAST OF APIARY ROAD

Introduction:

Resolution No. 19-41 approves a Water Service/Annexation Agreement to provide water service outside the City Limits to property located at CR 44 approximately 750 ft. east of Apiary Road to construct a 5,000 sq. ft. office building

Background:

See attached Staff Report.

Recommended Action:

The administration recommends approval of Resolution No. 19-41.

Policy Implications:

None

Alternatives:

1. Approve Resolution No. 19.41
2. Deny Resolution No. 19-41.

Budget Impact:

None

Attachments:

[Staff Report Res. No. 19-41 - Rhodes](#)
[Res. No. 19-41- Outside Water Request](#)

Reviewed by:

Lori Barnes, Director
Ronald Neibert, City Manager

Approved - 10 Apr 2019
Approved - 12 Apr 2019



City of Eustis

Development Services Department

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5460

TO: EUSTIS CITY COMMISSION
FROM: RONALD R. NEIBERT, CITY MANAGER
DATE: APRIL 18, 2019
RE: RESOLUTION NO. 19-41: WATER SERVICE/ANNEXATION AGREEMENT FOR PROPERTY LOCATED AT CR 44 EAST OF APIARY ROAD, OUTSIDE THE CITY LIMITS

Introduction:

Resolution No. 19-41 approves a Water Service/Annexation Agreement to provide water service outside the City limits to property located at CR 44 approximately 750 ft. east of Apiary Road to construct a 5,000 sf office building

Recommended Action:

The administration recommends approval of Resolution No. 19-41.

Background:

1. Pertinent Site Information:

The subject property contains approximately 6 acres. The property is located within the Eustis Planning Area and utility service area. The City has adequate capacity to provide the requested water service and currently provides water service to other properties in the immediate area.



2. Applicable Policies and Codes:

City Ordinance No. 08-09 requires that "any arrangement to provide water and sewer services must be in the form of a written developer's agreement and must be approved by the City Commission on terms and conditions agreeable to the City Commission. The terms of which may include, but not be limited to, compliance with all current City codes, regulations, requirements, and an obligation to annex into the City, if not already annexed."

The subject property is not currently contiguous to the City limits, but the agreement requires the property owner and any subsequent owner to apply for annexation within 30 days of becoming contiguous.

Alternatives:

1. Approve Resolution No. 19-41 authorizing the Mayor to execute the Water Service/Annexation Agreement.
2. Deny Resolution No. 19-41.

Discussion of Alternatives:

Alternative 1 approves Resolution No. 19-41 authorizing the Mayor to execute the Water Service/Annexation Agreement.

Advantages:

- The action would permit the property owners to connect to the City's central water service.
- The action would increase water utility revenues through impact fees and user fees.
- The action is consistent with the Comprehensive Plan because the subject property is located within the Eustis Planning and Utility Service Area.
- The action is consistent with previous City Commission decisions to provide water service outside the City limits.
- Upon annexation, the property would increase the City land valuation.

Disadvantages:

- The subject property is not contiguous to the City limits and it may be some time before the City can annex the site.

Alternative 2 denies Resolution No. 19-41.

Advantages:

- There would be no additional impact on the City's water system.

Disadvantages:

- The City would lose the opportunity for another water customer and the associated revenues.
- The City would lose an opportunity to increase the City Limits.

Community Input

There is no requirement to notify the community.

Budget / Staff Impact:

The City would receive fees for water usage.

Reviewed By:

Lori Barnes, AICP, Development Services Director

Prepared By:

Roland Magyar, AICP, Senior Planner

Attachments: Resolution No. 19-41

Water Service/Annexation Agreement

RESOLUTION NO. 19-41

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING A WATER SERVICE AND ANNEXATION AGREEMENT WITH WILLIAM AND ANNA RHODES, OWNERS OF REAL PROPERTY LOCATED AT CR 44 APPROXIMATELY 750 FT. EAST OF APIARY ROAD, OUTSIDE THE CITY LIMITS.

WHEREAS, William and Anna Rhodes, fee simple owners, requested water service for real property located at CR 44, 750 ft. east of Apiary Road, outside the City limits, more particularly described as:

E 655 FT OF SW 1/4 OF NW 1/4 S OF HWY ORB 668 PG 1314, ORB 900 PG 629, ORB 921 PG 183

WHEREAS, the property described above is not contiguous to the Eustis city limits, but the owner has agreed to irrevocably annex the subject property described above upon connection to the City water system and within 30 days after becoming contiguous to the City limits; and

WHEREAS, the City of Eustis has water service available to serve the subject property; and

WHEREAS, the City currently provides water service to other properties in the immediate area of the subject property; and

WHEREAS, the City Commission has determined that it is in the best interest of the City to provide water service to the subject property; and

WHEREAS, Ordinance No. 08-09 requires a written agreement approved by the City Commission in order to provide water service, and the attached Agreement constitutes a legal developer's agreement between the City of Eustis and William and Anna Rhodes, fee simple owners of the subject property and all successor owners, in accordance with Ordinance No. 08-09.

NOW, THEREFORE, BE IT RESOLVED by the Eustis City Commission as follows:

SECTION 1. That the Water Service/Annexation Agreement between the City of Eustis and William and Anna Rhodes, attached herein and signed by said owner on _____, 2019, is hereby approved, and the Mayor is authorized to execute the agreement on behalf of the City.

SECTION 2. That this Resolution shall be effective immediately upon adoption.

DONE AND RESOLVED this 18th day of April, 2019 in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF
THE CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by Michael L. Holland, Mayor, and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-41 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, City Clerk



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-41: WATER SERVICE/ANNEXATION AGREEMENT FOR PROPERTY AT CR 44 APPROXIMATELY 750 FT. EAST OF APIARY ROAD

Introduction:

Resolution No. 19-41 approves a Water Service/Annexation Agreement to provide water service outside the City Limits to property located at CR 44 approximately 750 ft. east of Apiary Road to construct a 5,000 sq. ft. office building

Background:

See attached Staff Report.

Recommended Action:

The administration recommends approval of Resolution No. 19-41.

Policy Implications:

None

Alternatives:

1. Approve Resolution No. 19.41
2. Deny Resolution No. 19-41.

Budget Impact:

None

Attachments:

[Staff Report Res. No. 19-41 - Rhodes](#)
[Res. No. 19-41- Outside Water Request](#)

Reviewed by:

Lori Barnes, Director
Ronald Neibert, City Manager

Approved - 10 Apr 2019
Approved - 12 Apr 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-34: SITE PLAN MODIFICATION WITH WAIVER - LAKE WAREHOUSE AND STORAGE

Introduction:

Resolution No. 19-34 approves a site plan modification to construct four buildings totaling 12,000 sq. ft. requiring waivers to allow metal buildings on approximately 2.69 acres located at 36622 CR 19A.

Background:

See Attached Staff Report

Recommended Action:

The administration recommends approval of Resolution No. 19-34.

Policy Implications:

None

Alternatives:

1. Approve Resolution No. 19-34
2. Deny Resolution No. 19-34

Budget Impact:

None

Attachments:

[Res. No. 19-34 Staff Report Lake Warehouse](#)
[Res 19-34 Lake Warehouse w waivers](#)
[500 ft Notice of Public Hearing - lake ware](#)
[Adv proof RESOLUTION 19-34](#)

Reviewed by:

Lori Barnes, Director	Pending
Ronald Neibert, City Manager	Pending



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION
FROM: RONALD NEIBERT, CITY MANAGER
DATE: APRIL 18, 2019
RE: RESOLUTION NO. 19-34: SITE PLAN MODIFICATION FOR LAKE
WAREHOUSE AND STORAGE LOCATED AT 36622 CR 19A EUSTIS

Introduction:

Resolution No. 19-34 approves a Site Plan Modification to construct four buildings totaling 12,000 sq. ft. requiring waivers to allow metal buildings on approximately 2.69 acres located at 36622 CR 19A.

Recommended Action:

The administration recommends approval of Resolution No. 19-34.

Background:

1) Pertinent Site Information:

- a) The project site comprises 2.69 acres on CR 19A and includes road frontage on North SR 19A.
- b) The existing self-storage facility was built in 1984 under Lake County regulations with four metal buildings totaling 23,480 sq. ft.
- c) The property was voluntarily annexed in 2004 under Ordinance 04-03.
- d) Additional self-storage space including metal buildings was constructed on adjoining property in 2005 under 2005-SP-10.
- e) With the additional buildings proposed in this modification, the Floor Area Ratio (FAR) would increase from 20% to 30%, which is 5% less than the maximum allowable FAR.
- f) The Impervious Surface Ratio (ISR) will not increase.
- g) The DRC approved the site plan modification application on March 19, 2019.



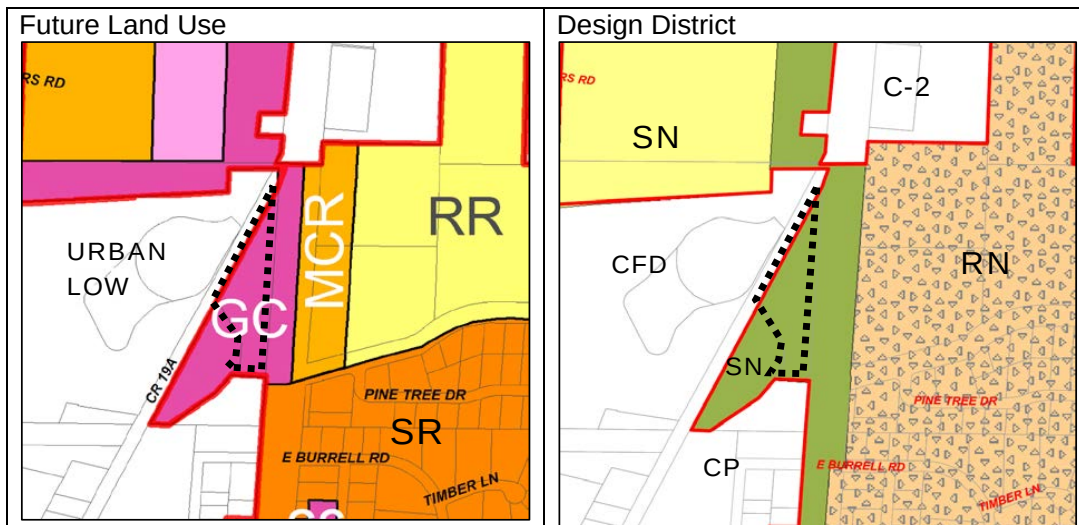
2) Proposed Development:

The applicant is requesting a modification with waivers to the existing site plan to:

- Allow four metal buildings of 3,000 sq. ft. each (12,000 sq. ft. total) in a General Commercial future land use district (See Exhibit A).

3) Future and Existing Land Uses:

	Future Land Use	Existing Use	Design District
Site	General Commercial	Self-Storage	Suburban Corridor
North	GC	Church/Restaurant	SC
South	Urban Low (co)	Self-Storage/Wetland	CP (county zoning)
East	MCR	State Hwy/Wetland	Rural Neighborhood
West	Urban Low (co)	Church	CFD (county zoning)



Consideration:

Land Development Regulations. Sections of the LDR's that regulate or guide the specifics of development within the City include: intensity of buildings (Sec. 109-3), setbacks from property lines (Sec. 110-4.13), building design standard (Sec. 115-6.1.d), metal buildings (Sec. 115-6.1.2) and building perimeter landscaping (Sec. 115-9.3.2.a.1)

Sec. 109-3 sets the intensity of development by future land use district. The maximum allowable density in the GC land use district is 35%. The site FAR including the proposed buildings is 30%, which is less than the maximum allowed. The proposed building will occupy an area that is already impervious, so the ISR will not increase.

Sec. 110-4.13 establishes setbacks when using the Commercial lot typology. The street setback for this lot type is zero ft.

Section 115-6.1.d requires buildings to be built with a minimum number of design features. The applicant has requested a waiver to construct metal buildings, but has agreed to the following design features on the elevation facing SR 19:

- a. minimize building length to 150 ft. by breaking up the building into four separate buildings,
- b. break up the 150 ft. length with columns, and
- c. use stucco and lap siding to break up the building mass (See Exhibit B).

Sec. 115-6.1.2 prohibits metal buildings except in the GI and specific areas within PI and MCI future land use districts, but a waiver can be requested through the site plan review process (Sec. 102-21.1). Existing metal buildings in non-designated FLU districts are considered legally existing nonconforming buildings. All of the buildings on this site are metal, and buildings on parcels adjacent to this parcel are all made of metal. In order to mitigate the potential visual impact of the metal buildings, the applicant has agreed to:

- a. treat the exterior surface of the visible elevation on North SR 19 with non-metal materials.

Sec. 115-9.3.2 requires landscaping for projects within Suburban design districts. In particular, Subsection a.1 requires landscaping around all buildings with an exemption for buildings with a street setback is of zero ft. The new buildings will be built on the property line (zero setback), so the N. SR 19 elevation is not required to have a landscape buffer. However, to improve the aesthetics from the major road, the applicant has agreed to:

- a. plant sub-canopy trees between buildings and to plant a flowering vine (confederate jasmine) on the chain link fence along North SR 19 to help mitigate any negative externality.

Applicable Policies and Codes:

Section 102-15 Modifications to Approved Site Plans

The director of development services is authorized to approve minor modifications in the approved PUD master plan, site plan or final plat, but shall not have the power to approve changes that are inconsistent with the minimum open space requirements or the maximum density, intensity or height of the applicable land use district or that constitute a substantial modification as defined herein.

Substantial Modification is defined as:

- Any alteration to uses approved in the site plan/master plan that lie within 100 feet of the boundary of the property,
- An increase in floor area of 5% or more, or

- Any other modifications that affect the area depicted on the site plan/master plan or the perimeter of the proposed site that are not specifically set forth in this table as a minor modification.

Alternatives:

1. Approve Resolution No. 19-34.
2. Deny Resolution No. 19-34.

Discussion of Alternatives:

Alternative 1 approves Resolution No. 19-34.

Advantages:

- The property owner can move forward with the submittal of a building permit for the proposed development.
- The action would improve the view of the development.
- The action would be consistent with the goals, objectives and policies of the Comprehensive Plan.

Disadvantages:

- There are no disadvantages.

Alternative 2 denies Resolution No. 19-34.

Advantages:

- There are no advantages.

Disadvantages:

- The property owner would not be able to develop according to the submitted Site Plan.
- The view of the development would not be improved.
- The development would not be constructed and no new taxes would be received from the development.

Community Input

The department has properly advertised the Resolution in the newspaper, notified surrounding properties within 500 feet, and posted the property. To date, there has been no expressed support or opposition to the proposed development.

Budget / Staff Impact:

There would be no direct cost to the City associated with the action other than providing standard City services to the development. There would be no additional staff time beyond the normal plan review process and building inspection.

Reviewed By:

Lori Barnes, AICP, Development Services Director

Prepared By:

Roland Magyar, AICP, Senior Planner

Attachments

- Modified Site Plan
- Resolution with Exhibits (Exhibit A – Modified Site Plan; Exhibit B – Elevations)

Exhibit A

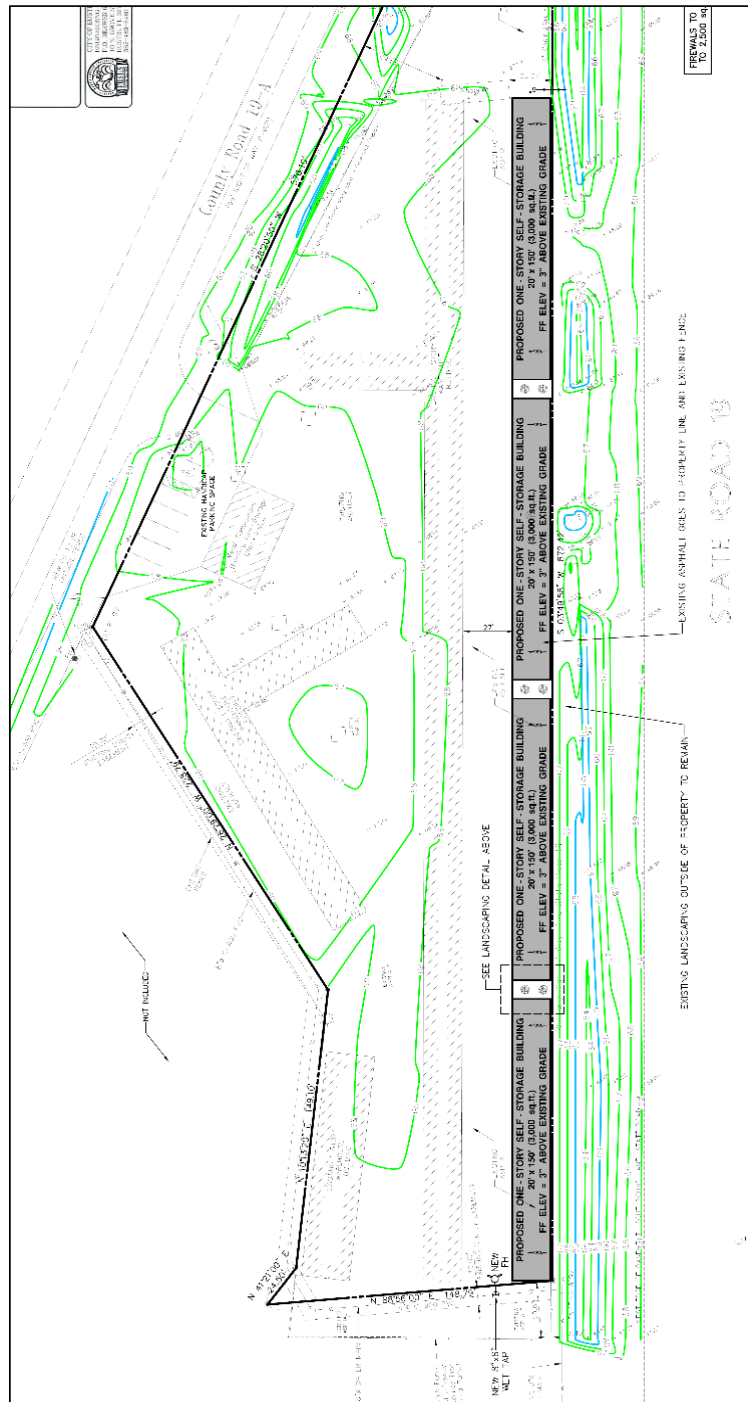
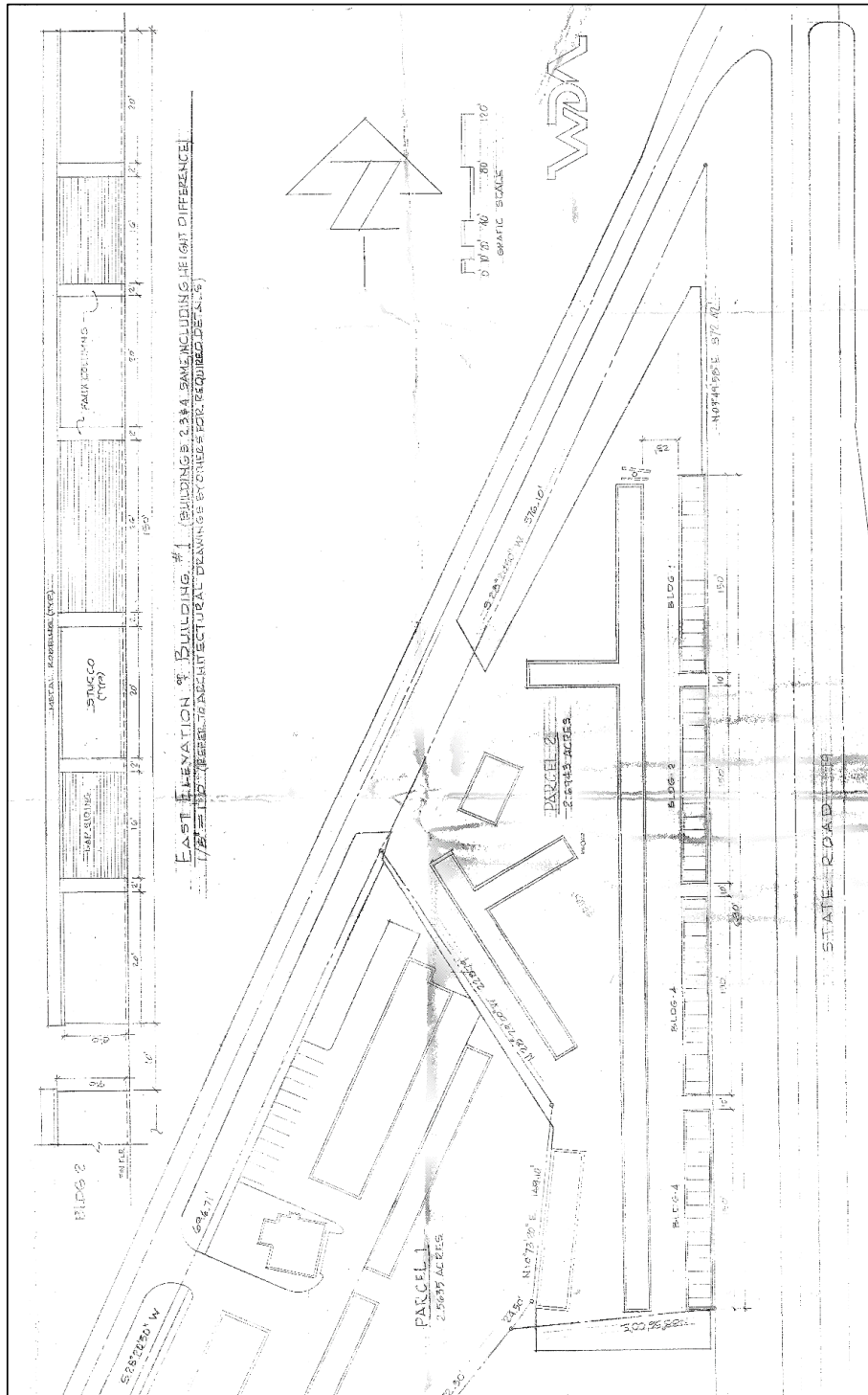


Exhibit B



RESOLUTION NO. 19-34

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS,
FLORIDA; APPROVING A MODIFICATION TO AN APPROVED SITE
PLAN WITH WAIVERS FOR A SELF STORAGE FACILITY ON
APPROXIMATELY 2.69 ACRES LOCATED AT 36622 SR 19A.**

WHEREAS, Lake Warehouse and Storage, Eustis, LLC has made an application for a Modification to an approved Site Plan for the construction of four, 3,000 sq. ft. buildings on approximately 2.69 acres located at 36622 SR 19A, more particularly described as:

TAX ID #: 35-18-26-0002-000-03100

BEG AT INTERSECTION OF SR 19-A & C-19A & RUN S ALONG W R/W OF SR-19 1030 FT, W 152 FT TO PT A, BEG AGAIN AT POB & RUN SW'LY ALONG C-19A 740 FT, S 28DEG 29MIN E 237.35 FT, S 04DEG 31MIN W 94 FT, S 41DEG 21MIN W TO PT A--LESS 10 FT STRIP E'LY OF LAST 3 DESCRIBED BEARINGS-- LESS A STRIP OF LAND 10 FT WIDE ALONG N'LY & E'LY BOUNDARIES OF LAST DESCRIBED TRACT-- ORB 2487 PG 1361

WHEREAS, the property described above has a Land Use Designation of General Commercial (GC) and Design District Designation of Suburban Corridor; and

WHEREAS, a self-storage facility is a permitted use in the General Commercial land use designation; and

WHEREAS, the proposed site plan as submitted is generally consistent with the City's Comprehensive Plan and Land Development Regulations; and

WHEREAS, the proposed waivers to the Land Development Regulations meet the general intent of the regulations; do not jeopardize the health, safety, or welfare of the public; and include appropriate mitigation,

**NOW, THEREFORE, BE IT RESOLVED BY THE EUSTIS CITY COMMISSION
AS FOLLOWS:**

SECTION 1. That the Site Plan for the Lake Warehouse and Storage located at 36622 SR 19A and attached hereto as Exhibit A is hereby approved with the following waiver:

- a. To allow metal buildings within the General Commercial land use designation (Section 115-6.1.2)

SECTION 2. That the Site Plan Approval shall be subject to the owner/developer complying with the following conditions:

- a. Developing the property in accordance with the approved Site Plan as referenced in Section 1 and attached hereto as Exhibit A.
- b. Obtaining and providing copies of all applicable permits from other jurisdictional agencies.
- c. Meeting applicable concurrency requirements prior to approval of a final development order.

DONE AND RESOLVED this 18th day of April, 2019, in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA

COUNTY OF LAKE

The foregoing instrument was acknowledged before me this ____ day of _____ 2019, by Michael L. Holland, Mayor, and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content, but I have not performed an independent Title examination as to the accuracy of the Legal Description.

City Attorney's Office

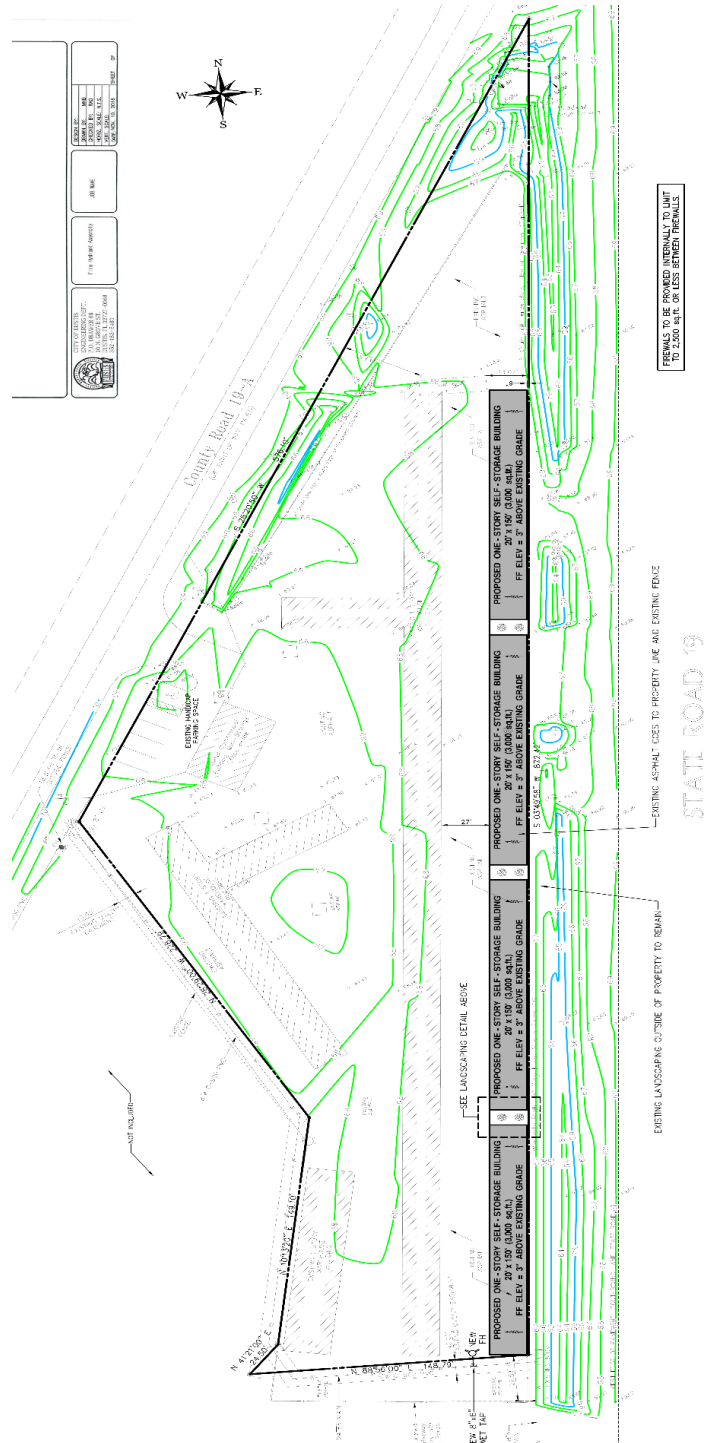
Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-34 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Parks & Recreation office all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, City Clerk

Exhibit A



Resolution No. 19-34
Site Plan–Lake Warehouse and Storage.
Page 3 of 3

Notice of Public Hearing

You are receiving this notice because you own property within 500 feet of a land development request (see below). The City of Eustis is required by law to notify you of the upcoming City Commission meeting. If you have no questions or do not wish to attend the meeting, you may disregard this notice. No action is required of you.

To: Surrounding Property Owners

From: Roland Magyar, AICP, Senior Planner

Date: April 4, 2019

Re: Notice of Quasi-Judicial Public Hearing – Resolution No. 19-34

Notice is hereby given that the Eustis City Commission will conduct a Quasi-Judicial Public Hearing on **April 18, 2019 at 6:00 p.m.**, or as may be continued at their discretion, in the City Commission Room, City Hall, 10 North Grove Street, Eustis, Florida, regarding:

RESOLUTION NO. 19-34: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING A MODIFICATION TO AN APPROVED SITE PLAN WITH WAIVER FOR A SELF STORAGE FACILITY ON APPROXIMATELY 2.69 ACRES LOCATED AT 36622 SR 19A.

A Location Map is provided on the reverse side.

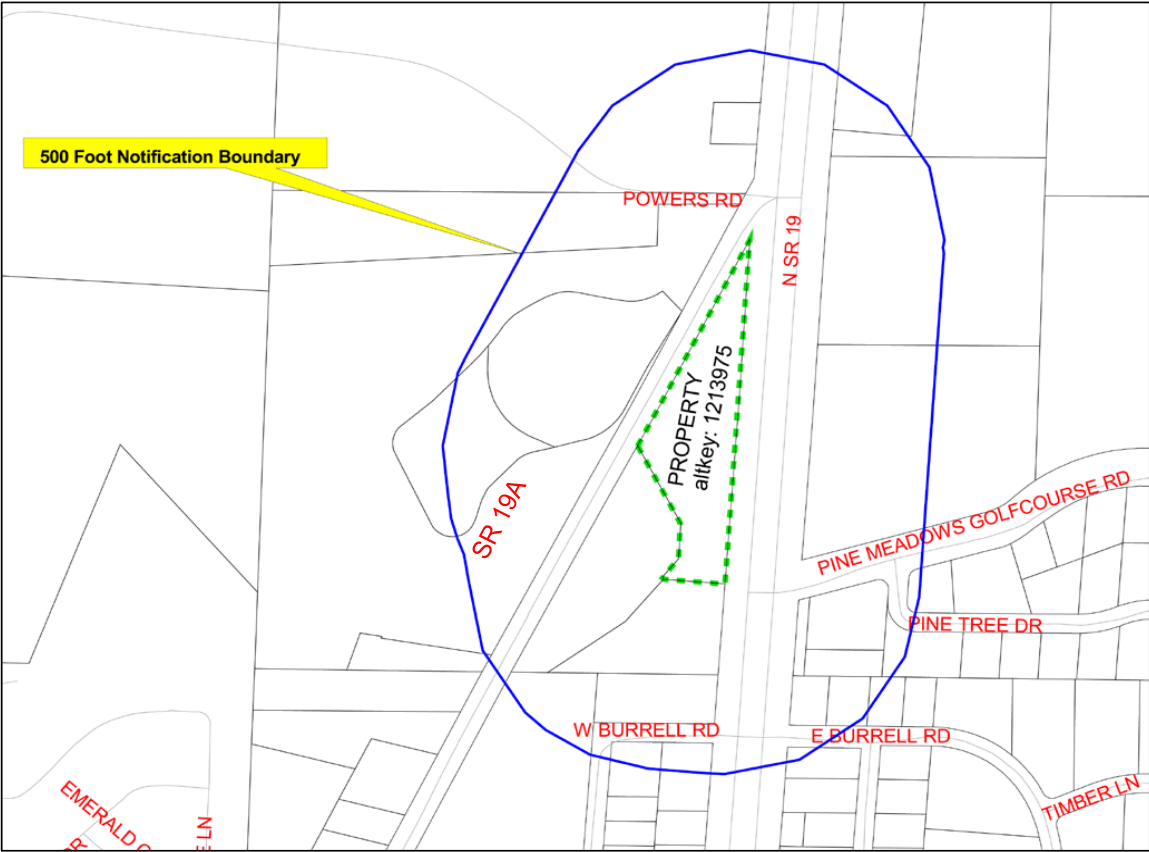
The case file, complete legal description of the property and proposed resolution will be available for examination beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at (352) 483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings and that, for such purposes, he may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105).

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN THESE PROCEEDINGS SHOULD CONTACT THE CITY CLERK AT 352-483-5430 AT LEAST 48 HOURS BEFORE THE HEARING DATE.

File: 2018-MOD-05

LOCATION MAP





Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086343
Phone: (352) 483-5430
Date: 03/27/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING RESOLUTION NO. 19-34 N	04/05/2019	04/05/2019	\$101.32

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

Roland Magyar, AICP, Senior Planner,
Eustis, FL

RESOLUTION NO. 19-34

Ad No: 10086343
April 05, 2019

Notice is hereby given that the Eustis City Commission will conduct a Quasi-Judicial Public Hearing on April 18, 2019, at 6:00 p.m. or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL, to consider:

RESOLUTION NO. 19-34: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; APPROVING A MODIFICATION TO AN APPROVED SITE PLAN WITH WAIVERS FOR A SELF STORAGE FACILITY ON APPROXIMATELY 2.69 ACRES LOCATED AT 36622 SR 19A.

The case file, complete legal description of the property and proposed resolution will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Payment Info	
Ad Price	\$101.32
Tax	\$0.00
Sub Total	\$101.32
Prepaid Amount	\$0.00
Balance Due	\$101.32



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-43: INITIATING RESOLUTION - INTERLOCAL SERVICE BOUNDARY AGREEMENT (ISBA) PROCESS

Introduction:

Resolution No. 19-43 initiates the process, pursuant to 171.203, Florida Statutes, for negotiating an Interlocal Service Boundary Agreement (ISBA) with Lake County.

Background:

See attached Staff Report.

Recommended Action:

The administration recommends approval of Resolution No. 19-43.

Alternatives:

1. Approve Resolution No. 19-43
2. Deny Resolution No. 19-43

Attachments:

[Staff Report Res. No. 19-43](#)

[Resolution No. 19-43](#)

[ISBA Process](#)

[Eustis-Lake County JPA Res. 87-34](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 12 Apr 2019
Approved - 12 Apr 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: RESOLUTION NO. 19-43: INITIATING RESOLUTION - INTERLOCAL SERVICE BOUNDARY AGREEMENT (ISBA) PROCESS

Introduction:

Resolution No. 19-43 initiates the process, pursuant to 171.203, Florida Statutes, for negotiating an Interlocal Service Boundary Agreement (ISBA) with Lake County.

Background:

See attached Staff Report.

Recommended Action:

The administration recommends approval of Resolution No. 19-43.

Alternatives:

1. Approve Resolution No. 19-43
2. Deny Resolution No. 19-43

Attachments:

[Staff Report Res. No. 19-43](#)

[Resolution No. 19-43](#)

[ISBA Process](#)

[Eustis-Lake County JPA Res. 87-34](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 12 Apr 2019
Approved - 12 Apr 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 18, 2019

RE: RESOLUTION NO. 19-43: INTERLOCAL SERVICE BOUNDARY AGREEMENT (ISBA) PROCESS INITIATION

Introduction:

Resolution No. 19-43 initiates the process, pursuant to §171.203, Florida Statutes, for negotiating an Interlocal Service Boundary Agreement (ISBA) with Lake County.

Recommended Action:

The administration recommends approval of Resolution No. 19-43.

Background:

1. Florida Statutes, Chapter 171, Part 1 (171.044 Voluntary Annexation) specifies that, "Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves."

A number of interested parties wish to voluntarily annex their property into the City limits of Eustis, but annexation of those properties would create enclaves.

2. Chapter 171, Part II of the Florida Statutes outlines the legislative intent of ISBAs:
"...The principal goal of this part is to encourage local governments to jointly determine how to provide services to residents and property in the most efficient and effective manner while balancing the needs and desires of the community. This part is intended to establish a more flexible process for adjusting municipal boundaries and to address a wider range of the effects of annexation. This part is intended to encourage intergovernmental coordination in planning, service delivery, and boundary adjustments and to reduce intergovernmental conflicts and litigation between local governments. It is the intent of this part to promote sensible boundaries that reduce the costs of local governments, avoid duplicating local services, and increase political transparency and accountability. This part is intended to prevent inefficient service delivery and an insufficient tax base to support the delivery of those services.

"As determined in the Interlocal Service Boundary Agreement, any character of land may be annexed, including...an annexation that creates an enclave..."

3. The Florida Statutes (F.S.) outline the process for establishing an ISBA, including the following:
- a. **County or City adopts initiating resolution.**
 - Pursuant to Sec. 171.203(1), F.S., the initiating resolution identifies an incorporated or unincorporated area to be discussed, and the issues to be negotiated as part of the process. The adopted initiating resolution is sent to other invited parties by mail.
 - b. Within 60 days of receipt of the initiating resolution, the county or invited municipality adopts a responding resolution.
 - The responding resolution may identify additional areas and issues for negotiation, and may also invite additional municipalities to participate in the process.
 - Within 7 days after the adoption of the responding resolution, the responding party sends the resolution by mail to the initiating municipality and each invited municipality.
 - An invited municipality that fails to adopt a responding resolution waives its right to participate in the negotiation process and shall be bound by an interlocal agreement resulting from the negotiation process, if any is reached.
 - c. A municipality that is not invited to participate in the process by an initiating or responding resolution may request to participate by adopting a requesting resolution within 60 days of receipt of the initiating resolution or within 10 days of receipt of the responding resolution.
 - d. Negotiation of Interlocal Service Boundary Agreement: Starts within 60 days after receipt of the responding resolution or a participating resolution; an impasse may be declared after 6 months, followed by joint public hearing to address issues.
 - Pursuant to Sec. 171.203(6), F.S., ISBAs may address any issue concerning service delivery, fiscal responsibilities, and boundary adjustment, including establishment of municipal service areas, unincorporated service areas, and responsibility for delivery or funding of public facilities and services within these areas.
 - e. When the local governments have reached an interlocal service boundary agreement, the county and the municipalities each adopt the agreement by ordinance.
 - f. Each party to the ISBA shall amend the intergovernmental coordination element of its comprehensive plan no later than 6 months following adoption of the interlocal service boundary agreement. If the ISBA designates an unincorporated area for municipal annexation (e.g., a municipal service area), this area must be included in the municipal comprehensive plan.

Considerations

1. Voluntary Contiguous Annexation:

Chapter 171, Part I, F.S., regulate annexation, which regulations require a property proposed for annexation to have a contiguous boundary with property already within

the City limits, but prohibits the creation of enclaves. The ISBA would permit only voluntary annexation of contiguous properties even with the creation of enclaves. The opportunity to process these annexations would expand the City's growth possibilities.

2. E-911 Addressing :

An agreement within the ISBA to address fire services would provide for an integrated dispatching system for fire service regardless of jurisdictional boundaries.

Alternatives:

1. Approve Resolution No. 19-43.
2. Deny Resolution No. 19-43.

Discussion of Alternatives:

Alternative 1 approves Resolution No. 19-43.

Advantages:

- The City Manager can begin ISBA negotiations with Lake County.

Disadvantages:

- There is no disadvantage to approving the resolution; approval only initiates the ISBA process and future City Commission action is required to adopt an ISBA.

Alternative 2 denies Resolution No. 19-43.

Advantages:

- There is no advantage to denying the resolution.

Disadvantages:

- The City could not pursue opportunities for contiguous voluntary annexations if enclaves are created.

Community Input:

Opportunities for public input will be available at the City Commission Meeting.

Budget / Staff Impact:

The resolution initiating the ISBA process has no budget impact. Approval of this resolution will require additional staff time to negotiate the agreement and prepare future ordinances for City Commission consideration.

Prepared by:

Lori Barnes, AICP, CPM Development Services Director

Attachments:

- Resolution No. 19-43 w/Exhibit A–Proposed ISBA Map
- Eustis-Lake County JPA Resolution No. 87-34
- ISBA Process with Estimated Timeline

RESOLUTION NO. 19-43

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA, INITIATING THE PROCESS, PURSUANT TO §171.203, FLORIDA STATUTES, FOR NEGOTIATING AN INTERLOCAL SERVICE BOUNDARY AGREEMENT; INVITING LAKE COUNTY, TO PARTICIPATE; IDENTIFYING ISSUES TO BE NEGOTIATED; PROVIDING FOR DIRECTIONS TO THE CITY CLERK, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Legislature adopted Part II of Chapter 171, Florida Statutes as an alternative for local governments regarding annexation of real property into a municipality; and

WHEREAS, in part, the intent of the Legislature is to “encourage intergovernmental coordination in planning, service delivery, and boundary adjustments”; and

WHEREAS, the City is authorized by §171.203 to participate in negotiations with other local governments; and

WHEREAS, the City of Eustis desires to initiate negotiations of an Interlocal Service Boundary Agreement with Lake County, concerning the existing Joint Planning Area with Lake County established by Resolution No. 87-34.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Eustis, Florida, as follows:

Section 1: The above recitals are true and correct and, by this reference, are hereby incorporated into and made an integral part of this resolution.

Section 2: The City of Eustis invites Lake County per the provisions of Chapter 171.203, Florida Statutes.

Section 3: The City of Eustis identifies for discussion the existing Joint Planning area as depicted in Exhibit A, which is attached hereto and incorporated herein.

Section 4: The issues for negotiation are as follows:

- a. Designation of all of the existing Joint Planning Area as depicted in Exhibit A as the Interlocal Service Boundary Area, and
- b. Voluntary annexation of contiguous properties including annexation that creates enclaves, and E-911 system addressing standards.

Section 5: That the City Clerk shall send a certified copy of this Resolution by United States Postal Service certified mail to the County Manager of Lake County, Florida in Lake County, Florida.

Section 6: That this resolution shall become effective immediately.

DONE AND RESOLVED this ____ day of _____, 2019, in regular session of the City Commission of the City of Eustis, Florida.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____ 2019, by Michael L. Holland, Mayor, and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:
Notary Serial No:

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content.

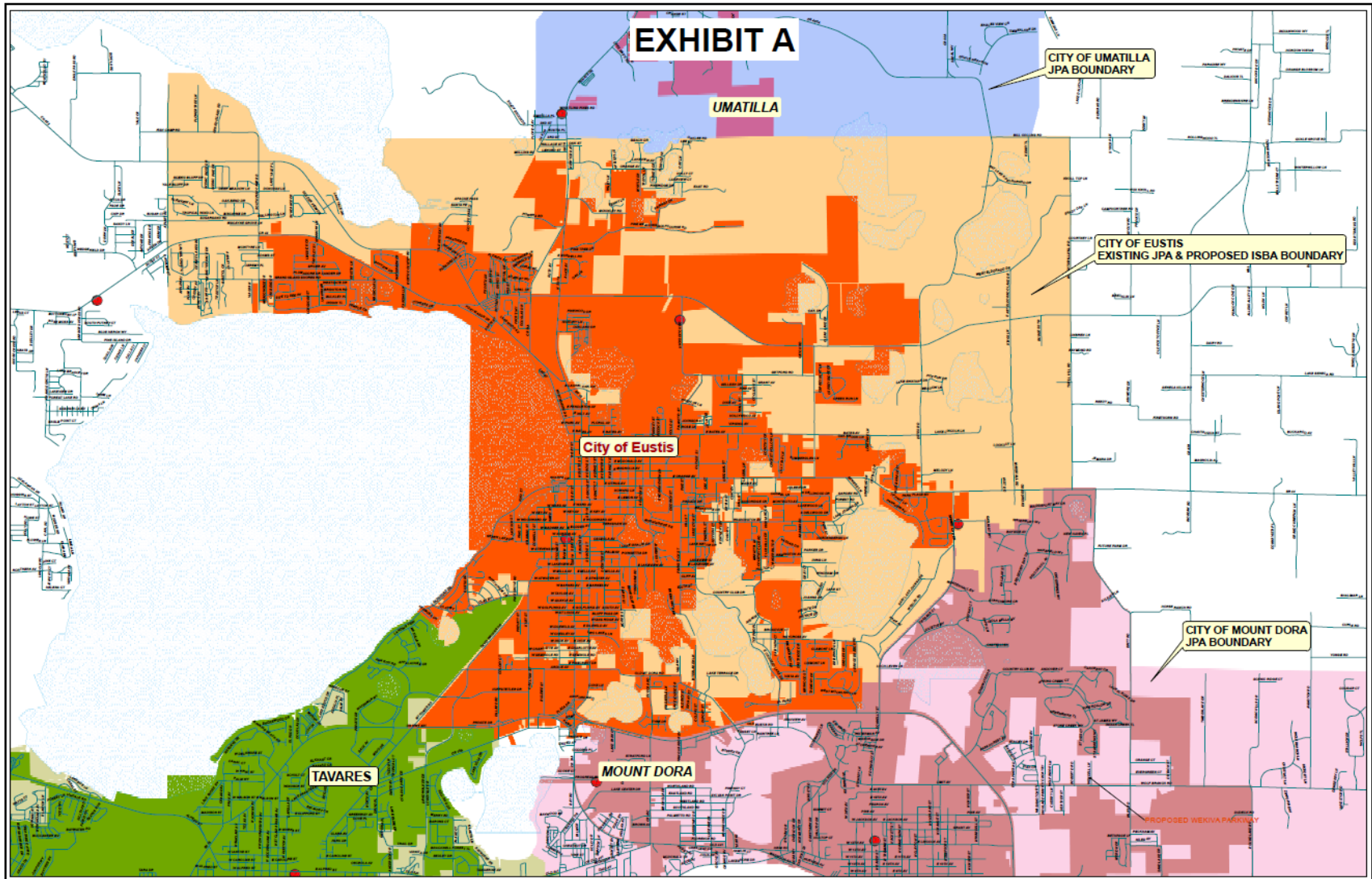
City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-43 is hereby approved, and I certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, City Clerk



**PROCESS FOR INTERLOCAL SERVICE BOUNDARY AGREEMENTS
UNDER CHAPTER 171, PART II, FLORIDA STATUTES**

Counties and cities may enter into Interlocal Service Boundary Agreements (ISBAs) pursuant to Chapter 171, Part II, Florida Statutes to address issues relating to service delivery, fiscal responsibilities, and boundary adjustment. An ISBA may include establishment of municipal service areas which could function as the exclusive areas within which municipalities may annex. The following are the major steps in the ISBA process with estimated minimum timeframes (also see the accompanying flowchart of the ISBA process).

	Estimated Time Frame
1. County or City adopts initiating resolution. Pursuant to Sec. 171.203(1), F.S., the initiating resolution identifies an incorporated or unincorporated area to be discussed, and the issues to be negotiated as part of the process. The adopted initiating resolution is sent to other invited parties by mail.	2 months
2. Within 60 days of receipt of the initiating resolution, the county or invited municipality adopts a responding resolution. - The responding resolution may identify additional areas and issues for negotiation, and may also invite additional municipalities to participate in the process. - Within 7 days after the adoption of the responding resolution, the responding party sends the resolution by mail to the initiating municipality and each invited municipality. - An invited municipality that fails to adopt a responding resolution waives its right to participate in the negotiation process and shall be bound by an interlocal agreement resulting from the negotiation process, if any is reached.	2 months
3. A municipality that is not invited to participate in the process by an initiating or responding resolution may request to participate by adopting a requesting resolution within 60 days of receipt of the initiating resolution or within 10 days of receipt of the responding resolution.	Optional
4. Negotiation of Interlocal Service Boundary Agreement: Starts within 60 days after receipt of the responding resolution or a participating resolution; an impasse may be declared after 6 months, followed by joint public hearing to address issues. Pursuant to Sec. 171.203(6), F.S., ISBAs may address any issue concerning service delivery, fiscal responsibilities, and boundary adjustment, including establishment of municipal service areas, unincorporated service areas, and responsibility for delivery or funding of public facilities and services within these areas.	Up to 6 months
5. When the local governments have reached an interlocal service boundary agreement, the county and the municipalities each adopt the agreement by ordinance.	3 months
6. Each party to the ISBA shall amend the intergovernmental coordination element of its comprehensive plan no later than 6 months following adoption of the interlocal service boundary agreement. If the ISBA designates an unincorporated area for municipal annexation (e.g., a municipal service area), this area must be included in the municipal comprehensive plan.	Up to 6 months

PUBLIC HEARING

1st READING

7/16/87

2nd & FINAL READING

RESOLUTION NO. 87-34

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; AND THE BOARD OF COUNTY COMMISSIONERS OF LAKE COUNTY, FLORIDA; PROVIDING FOR COOPERATION IN THE PLANNING FOR FUTURE GROWTH, BY ESTABLISHING JOINT PLANNING AREAS TO ALLOW THE CITY TO PLAN WITH THE COUNTY FOR DEVELOPMENT OF THE UNINCORPORATED AREAS SURROUNDING THE CITY; PROVIDING AN EFFECTIVE DATE; PROVIDING FOR POSTING ACCORDING TO LAW.

WHEREAS, the City of Eustis and Lake County wish to cooperate to plan for future growth in the unincorporated areas surrounding the City; and

WHEREAS, the City and the County agree that the unincorporated areas adjacent to the City might appropriately be served by urban services provided by the City, and might therefore be annexed into the City in accordance with State Law; and

WHEREAS, the City should plan with the County for the development of the unincorporated areas surrounding the City, to insure that adequate public services and facilities can be provided to these areas; and

WHEREAS, the Comprehensive Planning and Land Development Regulation Act provides for the establishment of Joint Planning Areas, to allow cities to plan with the County for the development of the unincorporated areas surrounding the City; and

WHEREAS, the City and County agree that a Joint Planning Area should be established with conditions that enhance the interest of both parties.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; AND THE BOARD OF COUNTY COMMISSIONERS OF LAKE COUNTY, FLORIDA, AS FOLLOWS:

SECTION I. CONDITIONS

(1) The City of Eustis and Lake County hereby establish the Eustis/Lake County Joint Planning Area, as provided for by the Comprehensive Planning and Land Development Regulation Act (Section 163.317, F.S.).

(2) The Eustis/Lake County Joint Planning Area shall encompass the area shown on Attachment "A", which is hereby made a part of this Resolution.

(3) The City of Eustis and Lake County hereby establish a Joint Planning Committee to monitor and review the development of a Plan for the Joint Planning Area, and to recommend such a Plan to the Eustis City Commission and the Board of County Commissioners for mutual adoption. The Joint Planning Committee shall include one (1) member each of the Planning Staffs of the City of Eustis and of Lake County; and two (2) members each, to be appointed by the Eustis City Commission and the Board of County Commissioners.

(4) The City agrees to prepare and adopt a Comprehensive Plan for the entire Eustis/Lake County Joint Planning Area, in conformance with the Comprehensive Planning and Land Development Regulation Act.

(5) The County agrees to adopt the Comprehensive Plan for the unincorporated portion of the Eustis/Lake County Joint Planning Area, when adopted in accordance with the Comprehensive Planning and Land Development Regulation Act.

(6) The City agrees to Annex property in accordance with State Law, and provide adequate urban services and facilities to serve those areas within the Joint Planning Area, as appropriate, in accordance with Chapter 163, F.S.

(7) The City and County, in the interim period prior to adopting amended Comprehensive Plans in accordance with the Comprehensive Planning and Land Development Regulation Act, will regulate development in the Joint Planning Area in accordance with their currently adopted Comprehensive Plans, and any amendment which may be made in accordance with State Law.

(8) In order to regulate land development within the Joint Planning Area for the mutual benefit of both parties, the City and County agree to notify each other of any Application for Voluntary Annexation, Contraction, Density Change, Rezoning, Site Plan Approval, Comprehensive Plan Change, or other Land Use Action within the area shown on Attachment "A". Notice by the City or County shall be given prior to Official Action, with sufficient time to respond.

- (a) To facilitate performance under this Resolution, each party shall have the full cooperation and assistance from each other party, its officers, agents, and employees.

- (b) Each party agrees to be responsible for the preparation and delivery of the required Notice to the other affected parties. A Notification Form is attached hereto as Attachment "B". Notice provided on this form shall be deemed timely if delivered within two (2) weeks of the receipt of Application for Official Action. The parties hereto agree that the opportunity to comment and voice concerns during staff review would be mutually advantageous. Therefore, each party agrees to use its best efforts to provide Notice required hereunder to the other affected parties prior to staff review and recommendation, so that the parties can meet to discuss and comment on the request, and suggest ways to alleviate any adverse impacts, if any, or to suggest constructive options or alternative proposals.
- (c) This agreement shall be liberally construed so as to resolve any question in favor of providing Notice.
- (d) Notice required or permitted hereunder shall be in writing, and be deemed properly made: (1) When hand delivered to the Official hereinafter designated; or (2) Upon deposit in the United States Mail, postage prepaid, addressed as set forth herein, or at such other address as shall have been specified by written Notice to all parties, delivered in accordance herewith:

City Of Eustis: Dan Kotulla
Community Development Coordinator
P. O. Drawer 68
Eustis, Florida 32727-0068

Lake County: Michael Szunyog
Director of Development Coordination
315 West Main Street
Tavares, Florida 32778

Notwithstanding notification as outlined above, each party agrees to provide the other with agendas of all relevant public meetings wherein items of mutual interest are being discussed or decided.

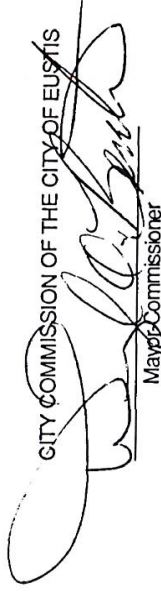
SECTION 2. EFFECTIVE DATE

This Resolution shall become effective upon its passage, adoption, and approval by both the City of Eustis and Lake County; and posting according to law.

PASSED, RESOLVED, AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this the 16th day of July, 1987.

ATTEST:

City Clerk


CITY COMMISSION OF THE CITY OF EUSTIS
Mayor/Commissioner

PASSED AND ADOPTED THIS 21 day of July, 1987, at a Regular Meeting of the Lake County Board of County Commissioners.

LAKE COUNTY BOARD OF COUNTY COMMISSIONERS


Thomas Windham, Chairman

ATTEST:
Harry Wins Jr. C.S.C
James C. Watkins, Clerk

CERTIFICATE OF POSTING

The foregoing Resolution No. 87-34 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at the City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Community Center; all within the corporate limits of the City of Eustis, Lake County, Florida.


City Clerk

Reviewed and approved for legal content.


City Attorney's Office

July 16, 1987
Date

[illegible]

ATTACHMENT B

NOTICE OF APPLICATION AFFECTING LAND USE OR DEVELOPMENT

From: _____
To: _____
Date: _____
Name of Applicant: _____
Name of Project: _____
Street Address or General Location: _____
Legal Description: (Attach copy if lengthy) _____

Action Requested:
Annexation _____
Contraction _____
Density/Intensity Change _____
Rezoning from _____ to _____
Comprehensive Plan Change from _____ to _____
Other Land Use Action (describe): _____

Proposed Use of Property: _____

Publishing Dates for Legal Notice: _____

Staff Review Scheduled for: _____

Date, Time, Place of Public Hearing: _____

Contact Person: _____

Telephone: _____



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ORDINANCE NO. 19-03: VOLUNTARY ANNEXATION OF PROPERTY LOCATED AT BATES AVENUE AND 1706 VIRGINIA AVENUE
ORDINANCE NO. 19-04: COMPREHENSIVE PLAN AMENDMENT FOR PROPERTY LOCATED AT BATES AVE. AND 1706 VIRGINIA AVENUE
ORDINANCE NO. 19-05: DESIGN DISTRICT ASSIGNMENT FOR PROPERTY LOCATED AT BATES AVE. AND 1706 VIRGINIA AVENUE

Introduction:

Ordinance No. 19-03 provides for the voluntary annexation of 3 parcels totaling approximately 10.97 acres. Ordinance No. 19-04 changes the future land use designation of the same property from Lake County Urban Low to Suburban Residential and Lake County Urban Medium to Urban Residential within the City of Eustis. Ordinance No. 19-05 assigns the subject property a design district designation of Suburban Neighborhood. If Ordinance No. 19-03 is denied, there can be no consideration of Ordinances Nos. 19-04 and 19-05.

Background:

The applicants requested annexation of 3 lots totaling +/-10.97 acres of land at E. Bates Avenue 1200 ft. east of E. CR 44 and 1706 Virginia Ave. Separate public hearings will be held for each ordinance and a separate vote will be required for each ordinance following the individual public hearing.

Recommended Action:

The administration recommends approval of Ordinance No. 19-03, Ordinance No. 19-04, and Ordinance No. 19-05

Policy Implications:

None

Budget Impact:

None

Attachments:

[Staff Report Ord 19-03, 19-04, and 19-05- Group 1 - Annex CPP DD](#)

[Ord 19-03 Group 1 Annex](#)

[Ord. No. 19-04 Comp Plan Small w Annex - Group 1](#)

[Ord 19-05 Group 1 DD](#)

[DC AFFIDAVITS-APR 4; APR 18 MEETINGS](#)

[Notice of Public Hearing 500 ft Group 1 - Annex](#)

Reviewed by:

Lori Barnes, Director

Approved - 29 Mar 2019

Ronald Neibert, City Manager

Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ORDINANCE NO. 19-03: VOLUNTARY ANNEXATION OF PROPERTY LOCATED AT BATES AVENUE AND 1706 VIRGINIA AVENUE
ORDINANCE NO. 19-04: COMPREHENSIVE PLAN AMENDMENT FOR PROPERTY LOCATED AT BATES AVE. AND 1706 VIRGINIA AVENUE
ORDINANCE NO. 19-05: DESIGN DISTRICT ASSIGNMENT FOR PROPERTY LOCATED AT BATES AVE. AND 1706 VIRGINIA AVENUE

Introduction:

Ordinance No. 19-03 provides for the voluntary annexation of 3 parcels totaling approximately 10.97 acres. Ordinance No. 19-04 changes the future land use designation of the same property from Lake County Urban Low to Suburban Residential and Lake County Urban Medium to Urban Residential within the City of Eustis. Ordinance No. 19-05 assigns the subject property a design district designation of Suburban Neighborhood. If Ordinance No. 19-03 is denied, there can be no consideration of Ordinances Nos. 19-04 and 19-05.

Background:

The applicants requested annexation of 3 lots totaling +/-10.97 acres of land at E. Bates Avenue 1200 ft. east of E. CR 44 and 1706 Virginia Ave. Separate public hearings will be held for each ordinance and a separate vote will be required for each ordinance following the individual public hearing.

Recommended Action:

The administration recommends approval of Ordinance No. 19-03, Ordinance No. 19-04, and Ordinance No. 19-05

Policy Implications:

None

Budget Impact:

None

Attachments:

[Staff Report Ord 19-03, 19-04, and 19-05- Group 1 - Annex CPP DD](#)

[Ord 19-03 Group 1 Annex](#)

[Ord. No. 19-04 Comp Plan Small w Annex - Group 1](#)

[Ord 19-05 Group 1 DD](#)

[DC AFFIDAVITS-APR 4; APR 18 MEETINGS](#)

[Notice of Public Hearing 500 ft Group 1 - Annex](#)

Reviewed by:

Lori Barnes, Director

Approved - 29 Mar 2019

Ronald Neibert, City Manager

Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 4, 2019

RE: EXPLANATION OF ORDINANCES FOR PROPERTY AT BATES AVE AND
1706 VIRGINIA AVENUE
Ordinance No. 19-03 – Voluntary Annexation
Ordinance No. 19-04 – Comprehensive Plan Amendment
Ordinance No. 19-05 – Design District Assignment

Introduction:

- Ordinance No. 19-03 provides for the voluntary annexation of 3 parcels totaling approximately 10.97 acres.
- Ordinance No. 19-04 would change the future land use designation from Lake County Urban Low to Suburban Residential and Lake County Urban Medium to Urban Residential within the City of Eustis
- Ordinance No. 19-05 would assign the subject property a design district designation of Suburban Neighborhood.
- If Ordinance No. 19-03 is denied, there can be no consideration of Ordinance Nos. 19-04 and 19-05.

Recommended Action:

The administration recommends approval of Ordinance Nos. 19-03, 19-04 and 19-05.

Applicant's Request:

The applicants requested annexation of 3 lots totaling +/-10.97 acres of land at E. Bates Avenue 1200 ft. east of E. CR 44 and 1706 Virginia Ave. With the annexation, assignment



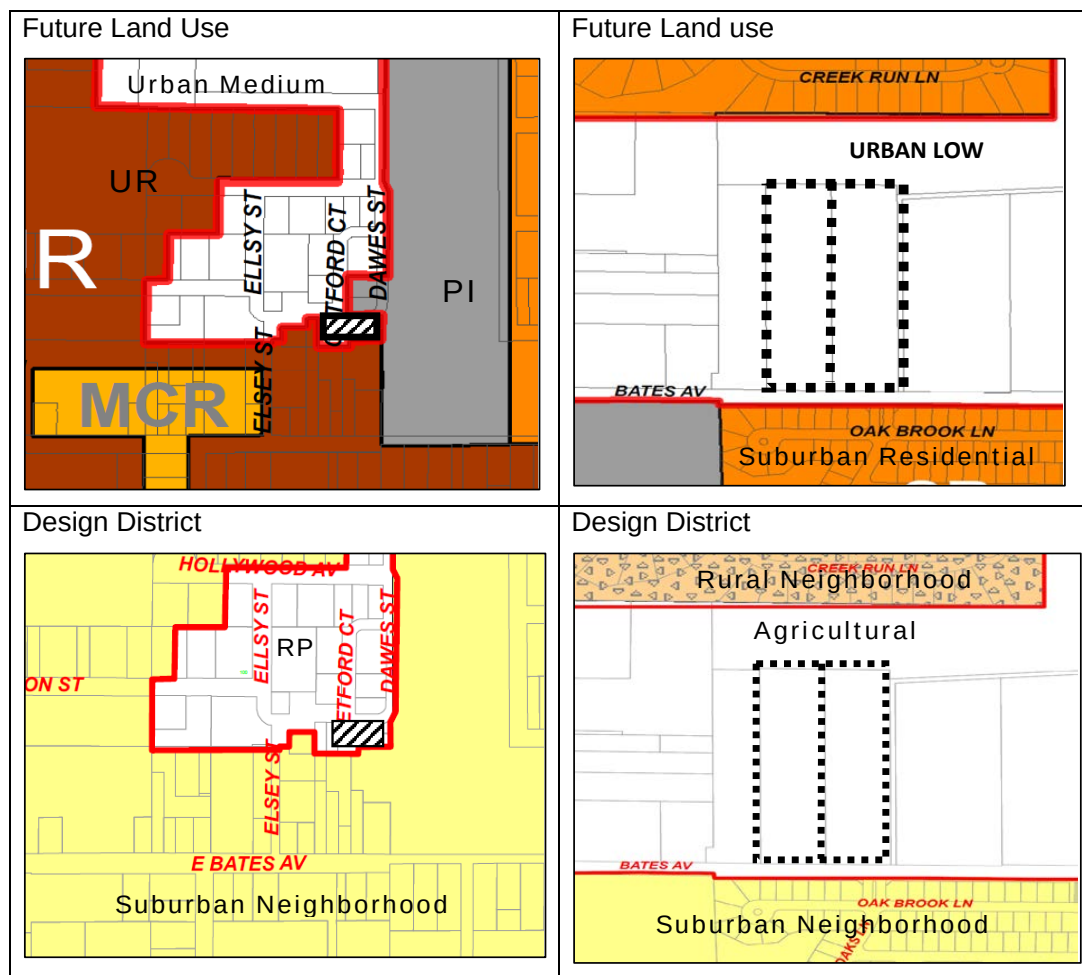
of a Eustis Future Land Use and Design District is necessary. The applicants have requested a Suburban Residential land use for the Bates Ave. properties and Urban Residential land use for the Virginia Ave. property, and a Suburban Neighborhood design district for all properties.

Background:

1) Site Information

- a) The Bates Ave. properties are vacant, wooded lots
- b) The Virginia Ave. property had a house that was demolished, and is now vacant.
- c) The sites are contiguous to the city limits.

FIGURE 1: CITY AND COUNTY FUTURE LAND USE, ZONING AND DESIGN DISTRICTS



d) County Future Land Use and Zoning

- i) The Virginia Ave. site has a Lake County land use designation of Urban Medium Density and zoning of RP (see Figure 1). These categories allow the following development patterns within the County:

- (1) The Urban Medium Density Future Land Use Category provides for a range of residential development at a maximum density of seven (7) dwelling units per one (1) net buildable acre, in addition to civic, commercial, and office uses with an intensity up to 0.35 FAR. Limited light industrial uses may only be allowed as a conditional use.
- (2) "RP" Residential Professional. The purpose of this district is to provide single-family, duplex and multifamily housing in an urban area where needed and where urban conveniences and facilities can be provided; also to provide for those professional services not in direct conflict with the residential usage and which do not generate traffic of such a nature as to require commercial or industrial zoning.

- ii) The Bates Avenue properties have a Lake County land use designation of Urban Low Density and a zoning of A (see Figure 1). These categories allow the following development patterns within the County:

- (1) The Urban Low land use category allows for a range of residential uses up to 4 du/net acre, as well as professional office, limited commercial/retail, and services with an intensity up to 0.25 FAR. Limited light industrial uses may be allowed as a conditional use. Located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities.
- (2) "A" Agriculture District. The purpose of the district is to provide a method whereby parcels of Land, which are most suited to agricultural usage may be classified and preserved for this purpose. Agriculture is a major industry of the County; therefore it is the intent of this district to: Provide long term means for preventing further encroachment upon agricultural enterprises; to encourage agricultural pursuits by preserving good soils and agricultural areas from subdivision development or commercial and industrial construction.

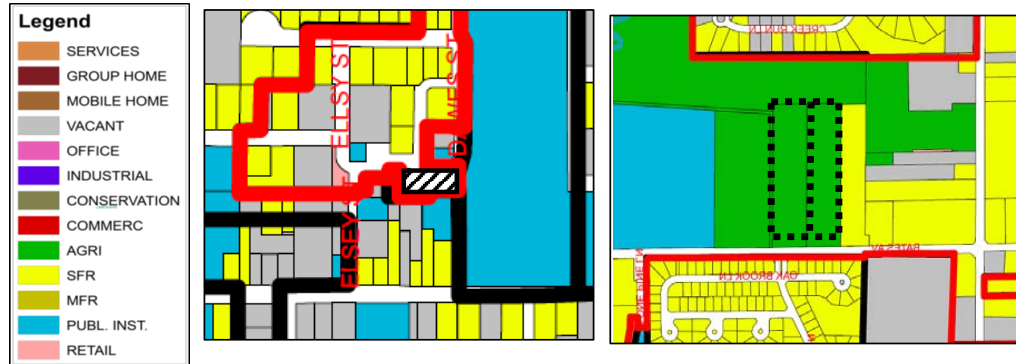
e) City Future Land Use and Design District

- i) The Virginia Avenue site is surrounded by the Urban Residential future land use district (See Figure 1). The Urban Residential (UR) category applies to areas near the downtown core of the city. This land use designation has a maximum density of 12 units per acre and an impervious surface ration (ISR) of 40%. The district allows single family and duplexes, accessory apartments, group homes <7 residents, and day care facilities.
- ii) The Bates Avenue sites are contiguous with the Suburban Residential future land use district (See Figure 1). The SR areas have a maximum density of five units to one acre. The SR designation is intended to provide for a mix of single-family detached, patio homes and townhouse-type dwellings in a suburban atmosphere.
- iii) All parcels are contiguous with the Suburban Neighborhood design district (See Figure 1). This district has predominately residential use with some neighborhood scale commercial services with parks and civic spaces as focal points in the neighborhoods.

- f) Figure 2 illustrates the existing uses of the property and surrounding area. The Bates Ave sites are heavily wooded, vacant land. The Virginia Ave property is a vacant site that previously contained a single family residence.

The surrounding land uses are primarily single-family and multi-family residences or vacant land. Some of the land previously had homes on them but are vacant now. There is also large acreage of undeveloped land. The light blue parcel in the NW corner is the Eustis Housing Authority property.

FIGURE 2: EXISTING LAND USES



2) **Analysis of Annexation Request (Ord. No. 19-03):**

- a. Resolution No. 87-34 - Joint Planning Area Agreement with Lake County:
 “The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

The subject properties are located within the Joint Planning Area. City potable water and wastewater are available to serve all 3 parcels. (See public facilities and services analysis under item 5 below).

- b. Florida Statutes Voluntary Annexation - Chapter 171.044(1) - “The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”

The Joint Planning Area boundaries define the reasonably compact area where the City could provide services effectively and efficiently. The subject properties lay within that planning area, and are contiguous to the City limits. This annexation is a natural extension of the City Limits.

- c. Florida Statutes Voluntary Annexation - Chapter 171.044(2) - “...Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town...”

The department published notice of this annexation in the Daily Commercial in accordance with the requirements on March 18, 2019 and March 25, 2019.

- d. Florida Statutes Voluntary Annexation - Chapter 171.044(5): "Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves."

Annexation of the subject properties does not create enclaves, but is a natural extension of the City. There are existing enclaves in the area, which these annexations will assist in the elimination of the enclaves.

- e. Florida Statutes Voluntary Annexation - Chapter 171.044(6): "Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located..."

The department provided notice to the Lake County Board of County Commissioners on March 8, 2019.

- 3) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. 19-04) in Accordance with Florida Statutes Chapter 163.3177.9**: The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl.

- a) The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

- (I) Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The properties are part of an existing developed area with surrounding properties already developed at the appropriate density.

- (II) Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The properties are part of an existing developed area.

- (III) Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The properties are part of a developed residential use area permitted by the County and City. The proposed designations are consistent with the character of the surrounding area

- (IV) Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

The properties are part of a developed residential area. Any development will follow the City's adopted rules to conserve and protect natural resources and conservation areas.

- (V) Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This indicator does not apply. These sites and adjacent areas do not support active agricultural or silvicultural activities. These sites are not prime farmland and have no unique soils.

- (VI) Fails to maximize use of existing public facilities and services.

This indicator does not apply. The Virginia Ave. site is already connected to City water and sewer from the previous home. City sewer and water lines run along the front of both Bates Ave. properties, which will maximize the use of the existing facilities.

- (VII) Fails to maximize use of future public facilities and services.

This indicator does not apply. There are no future public facilities and services planned for this area.

- (VIII) Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing development consistent with the requested UR and SR future land use designation. The City provides these services to other properties in the area, so efficiency will improve.

- (IX) Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. The properties are within an existing residentially developed area permitted by the County and City.

- (X) Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. The Virginia Ave. property is within an existing developed area. The Bates Ave. property is within a developing area of the City, which includes proximity to a public educational facility.

- (XI) Fails to encourage a functional mix of uses.

This indicator does not apply. This is an existing developed area.

- (XII) Results in poor accessibility among linked or related land uses.

This indicator does not apply. This parcel is within an existing, mixed-use developed area. Access to the site is already developed.

- (XIII) Results in the loss of significant amounts of functional open space.

This indicator does not apply. The Virginia Ave. property is already developed. The Bates Ave. property is already served by an urban collector.

- b) The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

- (I) Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

These properties are part of an existing developed area in an established residential-use area.

- (II) Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

City water service is connected to the site. Potable water capacity is adequate to serve the annexed property consistent with the requested UR and SR future land use designation. The transportation network has sufficient capacity to serve this site. Upon annexation, the City will also provide other services such as fire and police protection. The City provides these services to other properties in the area, so efficiency will improve.

- (III) Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

The Virginia Ave. parcel is part of an existing, residential-use developed area in an established neighborhood. The Bates Ave. parcel is within walking distance of a public school.

- (IV) Promotes conservation of water and energy.

Not applicable. The Virginia Ave parcel is an existing developed parcel. The Bates Ave. parcels are wooded lots not requiring water or energy.

- (V) Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable. These sites do not support active agricultural or silvicultural activities.

- (VI) Preserves open space and natural lands and provides for public open space and recreation needs.

Not applicable. The Virginia Ave. parcel is part of an existing developed area, and the property was already developed. The Bates Ave. parcels do not contain areas planned for open space or recreation needs.

- (VII) Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

The parcel is part of an existing, residentially developed area in an established neighborhood. The parcels are not located in areas that would support non-residential uses.

- (VIII) Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Not applicable.

- 4) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. No. 19-04) in Accordance with Comprehensive Plan Future Land Use Element Appendix:** All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the four (4) major categories of Plan policies as follows:

- A. General Public Facilities/Services: Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

Emergency Services Analysis: The Virginia Ave. property is located approximately 1.93 miles from a City fire station with paramedical services and the Bates Ave. parcels are 2.08 miles from a County fire station. These parcels are in an existing developed area and already receives City services.

Parks & Recreation: The Virginia Ave. parcel is already developed and is included in existing recreational levels of service. The Bates Ave. properties equate to 10.72 acres of undeveloped land. The maximum development potential is 53 dwelling units. The City's LDR require a park of 1 acre for residential subdivision greater than 50 du. This standard is exacted at time of subdivision approval.

Potable Water & Sanitary Sewer: The applicant's property is already connected to City water. There is no wastewater service to this property. The following outlines the water demand based on a maximum development potential scenario.

Potential Residential Demand

Water: 1 ERU = 300 GPD

$$53 \text{ du} \times 300 \text{ gpd} = 15,900 \text{ gpd pdu}$$

Wastewater – 1 ERU = 250 GPD

$$53 \text{ du} \times 250 \text{ gpd} = 13,250 \text{ gpd pdu}$$

According to the City of Eustis Public Works Department, water and sewer with sufficient capacity are available to all parcels.

Schools: The proposed change will not negatively impact schools.

Solid Waste: The City contracts with Waste Management for hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in delivery of services.

Stormwater: The Comprehensive Plan and Land Development Regulations include level of service standards to which new development must adhere. Projects designed to meet these standards will not negatively affect the existing facilities and services.

Transportation Network Analysis: (Institute of Traffic Engineers Trip Generation Manual, 7th Edition). The existing uses are single family housing (210 land use). Based upon the analysis, there will be minimal impact to the transportation system.

	Land Use ITE	Multiplier Trips/du	Units (du)	Trips	
Single Family Detached	210	0.76	53	40	AM Peak Hour, Weekday

- B Natural Resources/Natural Features: The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

Ground water recharge areas: The Virginia Ave. property is part of an existing developed area, which has been evaluated for groundwater recharge. The Bates Ave. properties are not developed and are classified as high recharge areas. Any development on these lots must submit additional environmental reports per the City's Wekiva Study Area requirements.

Historical or archaeological sites: The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist. Should any historical sites or archaeological sites be uncovered during future development, work in the vicinity shall cease until the property authorities can be contacted and an evaluation is conducted.

Flood zones: The subject properties are not within a flood zone or wetland.

Soil and topography: The subject property has no soil or topographical constraints. It consists primarily of Astatula Sand, 0-5% slope (AtB).

- C. Comprehensive Plan Review: Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

The current Lake County zoning designation of the subject property is Agricultural for the Bates Ave. parcels, and the land use designation is Urban Low. Adjacent to the property is a single-family complex with a FLU designation of Suburban Residential (SR), which allows up to 5 du/acre. The Virginia Ave. parcel is not considered in this section, as it was already developed prior to demolition.

FLU	AC/SF	Density	Max. Potential
SR (City)	10.72	5	53 du
Urban Low (Res)	10.72	4	42 du

Under the new Eustis designation, the maximum development potential could increase the unit count by 11 dwelling units.

- D. Transportation: Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

The proposed land use designation is consistent with the Transportation Element. Development approvals must submit a traffic impact analysis and will be reviewed by the Lake-Sumter MPO and Lake County Engineering. Improvements to the roadway will be implemented based upon the TIA.

- E. Water Supply: Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

Public utilities and services are available. Refer to 4.A. above for more information. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

- 5) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. No. 19-04) in Accordance with Chapter 102-16(f), Land Development Regulations, Standards for Review:** In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

- (1) Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan. See analysis above under item 4, A through D.

- (2) Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

All properties are vacant. Any new development will follow the standards contained within the City's LDR's.

- (3) Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

The UR and SR land use designations are consistent with the surrounding development.

- (4) Whether there have been changed conditions that justify an amendment.

The applicant wishes to annex the property into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. These changed conditions warrant a change in the land use designation.

- (5) Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water and sewer service are available to the sites. Capacity is available to serve future development consistent with the requested UR and SR future land use designation. Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

- (6) Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

The Virginia Ave. parcel is a previously developed site and will have no impact on the environment. The Bates Ave. parcels were formally citrus groves that have been abandoned and are now revegetated woods. Any development will follow the City's LDR, which specifically addresses tree protection.

- (7) Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

These parcels are contiguous to the City limits, which will result in orderly and logical development.

- (8) Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations is as follows:

"The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small town community character and life style."

The proposed UR and SR future land use designations for the subject parcel will provide for orderly growth and development. This designation would advance the

public interest by providing housing options, and application of the LDRs to the future development will ensure consistency with the community character and lifestyle.

- (9) Any other matters that may be deemed appropriate by the local planning agency or the city commissioners, in review and consideration of the proposed amendment.

Properties within the Eustis Planning Area have been deemed appropriate for annexation; and as such, would warrant a more appropriate, municipal land use designation than that of the County.

- 6) **Analysis of Design District Request (Ord. No. 19-05):** The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect

Section 102-17 of the Land Development Regulations includes the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider:

- (1) Whether the amendment is in conflict with any applicable provisions of the Code.

- a) Section 102-17(a) "...Section 109-3 Design Districts, identifies the definition, structure and form of each design district. The assignment of design district must follow the district pattern and intent."

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Neighborhood). The Suburban development pattern and intent, and the Suburban Neighborhood definition, structure and form description are stated below. The assignment of a Suburban Neighborhood design district designation is appropriate due to the established and proposed development patterns in the area.

The City of Eustis Design District Map (see Figure 1) shows the surrounding area as Suburban Neighborhood.

- b) Sec. 109-3.5.5. Suburban development pattern intent statements:

i. Intent. Suburban development pattern...relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. Nonresidential uses are primarily located on corridors, districts and a mix of uses is prominent in centers.

ii. Design districts: Suburban Neighborhood:

a. Definition. Predominately residential uses with some neighborhood scale commercial services.

b. Structure. Interconnected trails, bikeways and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods.

c. Form. Mix of detached residential uses with some neighborhood supporting retail, parks and civic spaces as focal points in the neighborhoods.

c) Section 102-17(a) The following guidelines must be followed when proposing the reassignment of design district:

- i) Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

The requested design district designation is consistent with the designation of the surrounding area.

- ii) Where new development will abut an existing or approved neighborhood, the new development should establish similar or compatible transect conditions.

The parcels are part of an existing residential development pattern. The Suburban Neighborhood design district designation is the same as the designation of the surrounding area.

- (2) Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Future Land Use element (including Policy FLU 1.2.4, Development Patterns and FLU 1.3.2. Maintain Residential Compatibility), as well as all other elements of the Comprehensive Plan.

- (3) Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Neighborhood definition, structure and form are compatible with the existing uses and any proposed uses permitted under the UR and SR future land use designation.

- (4) Whether there have been changed conditions that justify amending the design district.

The subject properties are proposed for annexation and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County within the City of Eustis with full municipal services

- (5) Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

This amendment will not change the demand on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also see analysis of public facilities in above sections of this report.

- (6) Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcels. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment.

- (7) Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

This request should not affect property values, because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

- (8) Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

- (9) Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

- (10) Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land uses, densities, intensities or required open space. The districts, therefore, must be consistent and follow the urban, suburban and rural transect. This request assigns a designation to an annexation parcel.

7) Applicable Policies and Codes

- a. Resolution No. 87-34 – Joint Planning Area Agreement with Lake County:

“The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

- b. Florida Statutes Chapter 171.044: Voluntary Annexation:

- 1) “The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”
- 2) “Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

Land Development Regulations Section 109-2.3: Outlines the general intent of the Suburban and Urban Residential Districts in the City. These land use designation are intended to have a maximum density of five or 8 units to one acre. The SR designation is intended to provide for a mix of single-family detached, patio homes and townhouse-type dwellings in a suburban atmosphere.

- c. Land Development Regulations Section 109-5.5: The Suburban Neighborhood Design District is predominately residential uses with some neighborhood scale

commercial services and interconnected trails, bikeways and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods. The mix of detached residential uses with some neighborhood supporting retail, parks and civic spaces act as focal points in the neighborhoods.

8) Fiscal Impact:

- a. The current assessed value of the subject properties is \$156,433.
- b. Based on the current millage rate of 7.581, annexation of the property could increase annual operating revenues, by as much as \$1,185.92.

Alternatives:

1. Approve Ordinance Nos. 19-03 (Annexation), 19-04 (Comp. Plan Amendment), and/or 19-05 (Design District Designation) for property located at 1706 Virginia Ave. and E. Bates Ave.
2. Deny Ordinance Nos. 19-03, and 19-04, and 19-05.

Discussion of Alternatives:

1. Alternative 1 approves the ordinances.

Advantages:

- The action would be consistent with the expansion plans for the City in accordance with the adopted Eustis Planning Area.
- Annexation could increase the tax base of the City and increase the annual operating revenues.
- The City would have a more compact service area for utilities, police, and fire to increase efficiency and level of service. A more compact service area can reduce the overall per capita cost of providing urban services.
- The land use change and design district assignment are consistent with the proposed use of the property and the nature of the surrounding area.
- The action could encourage additional development and/or annexations in that area.

Disadvantages:

- No disadvantages.

2. Alternative 2 denies the Ordinances. (If Ordinance No. 19-03 is denied, the Commission cannot approve Ordinance Nos. 19-04 and 19-05.)

Advantages:

- There are no advantages to denying the ordinances.

Disadvantages:

- Denying annexation would create a gap in the City's natural growth boundary as defined by the Eustis Planning Area.
- The action would eliminate the potential for increased operating revenue and the subject properties would continue to receive the indirect benefits of City services that are provided to adjacent properties without paying City taxes.
- The City would continue to experience gaps in its service area causing service inefficiency and confusion regarding City boundaries.

Community Input:

The department has notified surrounding property owners within 500 feet of the site; the proper legal advertisements have been placed in the newspaper; and the site has been posted. To date the department has received 2 responses from residents or adjacent property owners for comment or additional information.

Budget / Staff Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Reviewed By: Lori Barnes, AICP, Development Services Director

Prepared By: Roland Magyar, AICP, Senior Planner

Attachments:

Ordinance No. 19-03, 19-04, 19-05 (including Exhibit A),
Surrounding Property Owner Notice of Hearing, and Advertisements

ORDINANCE NO. 19-03

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; VOLUNTARILY ANNEXING APPROXIMATELY 10.97 ACRES OF REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44, AND 1706 VIRGINIA AVENUE, EUSTIS, FL.

WHEREAS, Randy Fish, Daniel and Alexis Frost and Gordon Telesford, the legal owners of record, have made an application for voluntary annexation of approximately 10.97 acres of real property located at E. Bates Avenue 1200 feet east of E. CR 44 and 1706 Virginia Avenue, respectively, more particularly described as:

Tax ID: 06-19-27-0004-000-04000

FROM S 1/4 COR RUN S 89-05-0 E ALONG S LINE 175.33 FT, N 0-06-13 E 24 FT TO N R/W LINE OF BATES AVE, S 89-05-0 E ALONG SAID N R/W LINE 242.35 FT FOR POB, RUN N 0-04-29 E 971.98 FT, S 88-52-37 E 242.31 FT, S 0-04-16 W 971.11 FT TO N R/W LINE OF BATES AVE, N 89-05-0 W ALONG SAID R/W LINE 242.35 FT TO POB ORB 5105 PG 2207

Tax ID: 06-19-27-0004-000-06600

FROM S 1/4 COR RUN S 89-05-0 E ALONG S LINE 175.33 FT, N 0-06-13 E 24 FT TO N R/W LINE OF BATES AVE FOR POB, CONT N 0-06-13 E 972.84 FT, S 88-52-37 E 241.87 FT, S 0-04-29 W 971.98 FT TO N R/W LINE OF BATES AVE, N 89-05-0 W ALONG SAID R/W LINE 242.35 FT TO POB ORB 5235 PG 1083

Tax ID: 01-19-26-0900-000-00409

HAZZARD'S HOMESTEAD BEG SE COR LOT 4 RUN W 90 FT, S 20 FT TO POB, W 59.33 FT, N 88 FT, E 149.33 FT, S 31 FT, W 90 FT, S 57 FT TO POB--LESS RW EASEMENT OVER N 25 FT-- *UNRECORDED PLAT SEE DEED FOR FULL PROPERTY DESCRIPTION ORB 4558 PG 884

WHEREAS, the subject properties are reasonably compact and contiguous to the City of Eustis boundary; and

WHEREAS, the annexation of these properties will not result in the creation of enclaves; and

WHEREAS, the subject property is located within the City of Eustis Planning Area and City services are available; and

WHEREAS, on April 4, 2019 the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on April 18, 2019, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal

boundaries to include approximately 10.97 acres of real property located at E. Bates Avenue 1200 feet east of E. CR 44 and 1706 Virginia Avenue, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

Section 2. That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

Section 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

Section 5. That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 6. That this Ordinance shall become effective upon passing.

Section 7. That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 18th day of April, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor-Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____, 2019 by Michael L. Holland., Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:_____
Notary Serial No:_____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

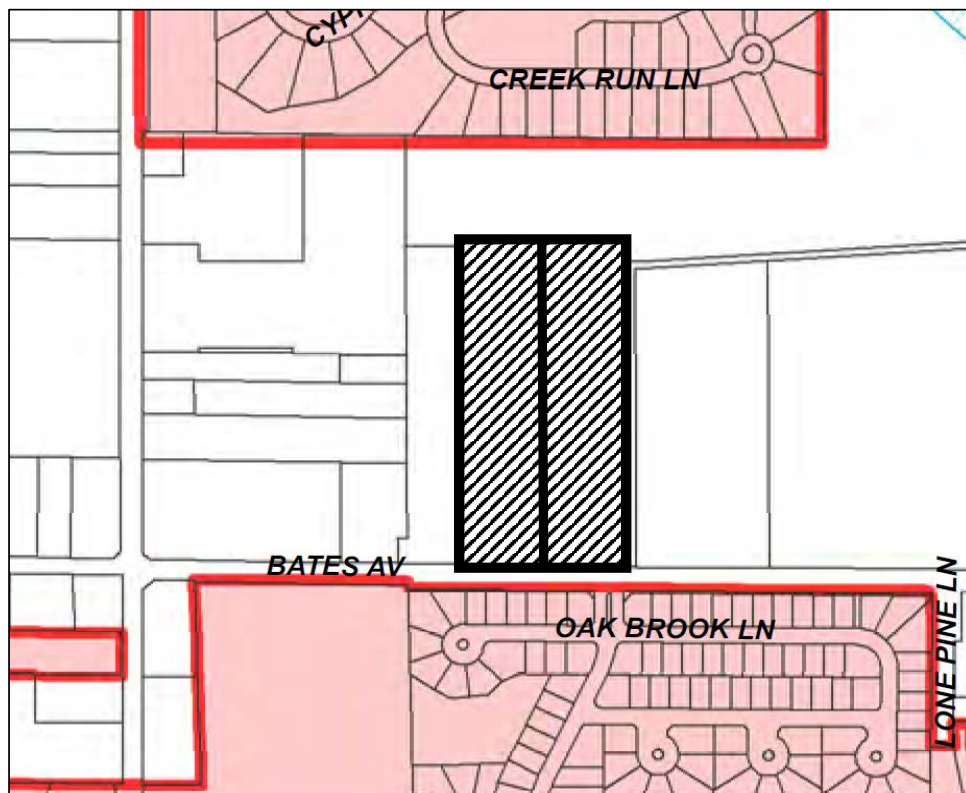
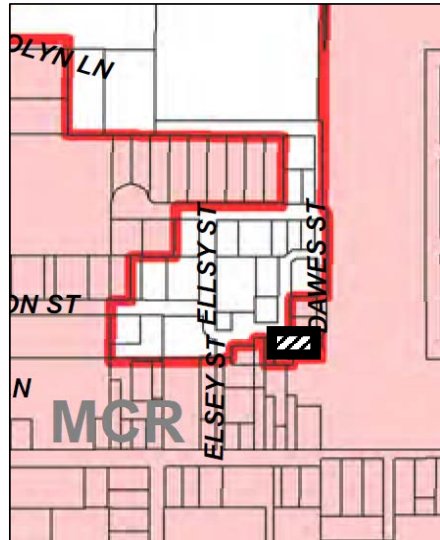
CERTIFICATE OF POSTING

The foregoing Resolution No. 19-03 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Exhibit A



ORDINANCE NO. 19-04

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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 10.97 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44 FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), AND 1706 VIRGINIA AVENUE FROM URBAN MEDIUM IN LAKE COUNTY TO URBAN RESIDENTIAL (UR) IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance No. 10-11; and

WHEREAS, State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 In Compliance pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Chapter 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 10.97 acres of recently annexed real property located at E. Bates Avenue 1200 feet east of E. CR 44 and 1706 Virginia Avenue, and more particularly described herein; and

WHEREAS, on April 18, 2019, the Local Planning Agency held a Public Hearing to consider the adoption of a Small Scale Future Land Use Amendment for this change in designation; and

WHEREAS, on April 18, 2019, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency's recommendation to adopt the Small Scale Future Land Use Amendment contained herein; and

WHEREAS, on May 2, 2019, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small Scale Future Land Use Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Land Use Designation

That the Future Land Use Designation of the real property as described below shall be changed from Lake County Urban Low to Suburban Residential within the City of Eustis:

Tax ID: 06-19-27-0004-000-04000

FROM S 1/4 COR RUN S 89-05-0 E ALONG S LINE 175.33 FT, N 0-06-13 E 24 FT TO N R/W LINE OF BATES AVE, S 89-05-0 E ALONG SAID N R/W LINE 242.35 FT FOR POB, RUN N 0-04-29 E 971.98 FT, S 88-52-37 E 242.31 FT, S 0-04-16 W 971.11 FT TO N R/W LINE OF BATES AVE, N 89-05-0 W ALONG SAID R/W LINE 242.35 FT TO POB ORB 5105 PG 2207

Tax ID: 06-19-27-0004-000-06600

FROM S 1/4 COR RUN S 89-05-0 E ALONG S LINE 175.33 FT, N 0-06-13 E 24 FT TO N R/W LINE OF BATES AVE FOR POB, CONT N 0-06-13 E 972.84 FT, S 88-52-37 E 241.87 FT, S 0-04-29 W 971.98 FT TO N R/W LINE OF BATES AVE, N 89-05-0 W ALONG SAID R/W LINE 242.35 FT TO POB ORB 5235 PG 1083, and

That the Future Land Use Designation of the real property as described below shall be changed from Lake County Urban Medium to Urban Residential within the City of Eustis:

Tax ID: 01-19-26-0900-000-00409

HAZZARD'S HOMESTEAD BEG SE COR LOT 4 RUN W 90 FT, S 20 FT TO POB, W 59.33 FT, N 88 FT, E 149.33 FT, S 31 FT, W 90 FT, S 57 FT TO POB--LESS R/W EASEMENT OVER N 25 FT-- *UNRECORDED PLAT SEE DEED FOR FULL PROPERTY DESCRIPTION ORB 4558 PG 884

Section 2. **Map Amendment and Notification**

That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

Section 3. **Conflict**

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. **Severability**

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. **Effective Date**

That this Ordinance shall not become effective unless and until the annexation of the subject property becomes effective through approval of Ordinance No. 19-03. Further, the effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this _____ day of _____, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____, 2019 by Michael L. Holland, Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:_____
Notary Serial No:_____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

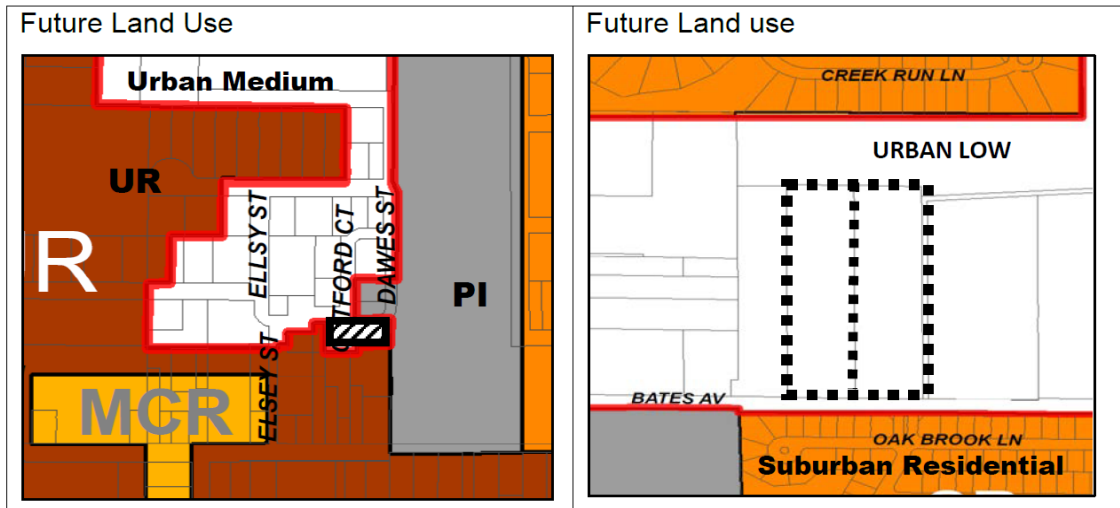
CERTIFICATE OF POSTING

The foregoing Resolution No. 19-04 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Exhibit A



ORDINANCE NO. 19-05

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10.97 ACRES OF REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44, AND 1706 VIRGINIA AVENUE, EUSTIS, FL.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance No. 09-33 to assign a Design District designation of Suburban Neighborhood to approximately 10.97 acres of real property located at E. Bates Avenue 1200 feet east of E. CR 44 and 1706 Virginia Avenue and

WHEREAS, on April 18, 2019, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on May 2, 2019, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real properties described below shall be Suburban Neighborhood:

Tax ID: 06-19-27-0004-000-04000

FROM S 1/4 COR RUN S 89-05-0 E ALONG S LINE 175.33 FT, N 0-06-13 E 24 FT TO N R/W LINE OF BATES AVE, S 89-05-0 E ALONG SAID N R/W LINE 242.35 FT FOR POB, RUN N 0-04-29 E 971.98 FT, S 88-52-37 E 242.31 FT, S 0-04-16 W 971.11 FT TO N R/W LINE OF BATES AVE, N 89-05-0 W ALONG SAID R/W LINE 242.35 FT TO POB ORB 5105 PG 2207

Tax ID: 06-19-27-0004-000-06600

FROM S 1/4 COR RUN S 89-05-0 E ALONG S LINE 175.33 FT, N 0-06-13 E 24 FT TO N R/W LINE OF BATES AVE FOR POB, CONT N 0-06-13 E 972.84 FT, S 88-52-37 E 241.87 FT, S 0-04-29 W 971.98 FT TO N R/W LINE OF BATES AVE, N 89-05-0 W ALONG SAID R/W LINE 242.35 FT TO POB ORB 5235 PG 1083

Tax ID: 01-19-26-0900-000-00409

HAZZARD'S HOMESTEAD BEG SE COR LOT 4 RUN W 90 FT, S 20 FT TO POB, W 59.33 FT, N 88 FT, E 149.33 FT, S 31 FT, W 90 FT, S 57 FT TO POB--LESS R/W EASEMENT OVER N 25 FT-- *UNRECORDED PLAT SEE DEED FOR FULL PROPERTY DESCRIPTION ORB 4558 PG 884

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon annexation of the subject properties through approval of Ordinance No. 19-03.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this _____ day of _____, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland.
Mayor/Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 Michael L. Holland., Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance No. 19-05 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086003
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$177.00

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-PLUS-01 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-04 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-04: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 10.97 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. OR 44 FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), AND 1706 VIRGINIA AVENUE FROM URBAN MEDIUM IN LAKE COUNTY TO URBAN RESIDENTIAL (UR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086003
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$177.00
Tax	\$0.00
Sub Total	\$177.00
Prepaid Amount	\$0.00
Balance Due	\$177.00

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

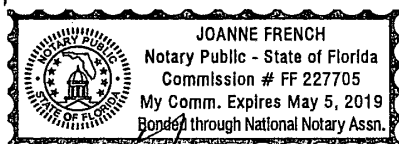
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar
A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086003

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-01 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-04 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-04: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 183.3187(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 10.97 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44 FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), AND 1706 VIRGINIA AVENUE FROM URBAN MEDIUM IN LAKE COUNTY TO URBAN RESIDENTIAL (UR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086003
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086000
Phone: (352) 483-5430
Date: 03/19/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-05 No	03/18/2019	03/18/2019	\$115.08

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-05

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-05 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10.97 ACRES OF REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44, AND 1706 VIRGINIA AVENUE.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352- 483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a *verbatim record* of the proceedings is made, which includes the testimony and evidence

upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086000
March 18, 2019

RECEIVED

MAR 22 2019

Payment Info	
Ad Price	\$115.08
Tax	\$0.00
Sub Total	\$115.08
Prepaid Amount	\$0.00
Balance Due	\$115.08

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

ORD 19-05

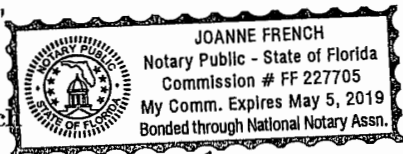
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086000

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-05

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-05 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10.97 ACRES OF REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44, AND 1708 VIRGINIA AVENUE.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086000
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086004
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$171.84

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-02 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-07 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-07: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 0.19 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT 443 OHIO BLVD. FROM URBAN MEDIUM IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hear-

ing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

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Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086004
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$171.84
Tax	\$0.00
Sub Total	\$171.84
Prepaid Amount	\$0.00
Balance Due	\$171.84

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared

Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

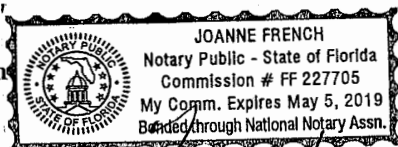
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of mar
A.D., 2019.

Joanne French
Notary Public



(Print, Type or Stamp Name of Notary Public)

AD#

10086004

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-02 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-07 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-07: 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(4) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 0.19 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT 443 OHIO BLVD. FROM URBAN MEDIUM IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing

for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

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Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086004
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086001
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-08 No	03/18/2019	03/18/2019	\$111.64

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-08

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-08 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 0.19 ACRES OF REAL PROPERTY LOCATED AT 443 OHIO BLVD.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons

with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086001.
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$111.64
Tax	\$0.00
Sub Total	\$111.64
Prepaid Amount	\$0.00
Balance Due	\$111.64

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the
Daily Commercial, a daily newspaper published at Leesburg,
in Lake County, Florida; that the attached copy of advertise-
ment, being a notice in the matter of

ORD 19-08

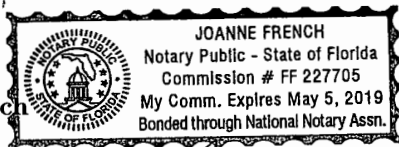
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is pub-
lished at Leesburg, in said Lake County, Florida, and that the
said newspaper has heretofore been continuously published
in said Lake County, Florida, daily, and has been entered as
second class mail matter at the post office in Leesburg, in said
Lake County, Florida, for a period of one year next preceding
the first publication of the attached copy of advertisement;
and affiant further says that he has neither paid nor promised
any person, firm or corporation any discount, rebate, commis-
sion or refund for the purpose of securing this advertisement
for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar
A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086001

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-08

Notice is hereby given that the Eustis
City Commission will conduct a Public
Hearing for the first reading of Ord-
inance No. 19-08 on April 4, 2019, at
6:00 p.m. and the second reading on
April 18, 2019 at 6:00 p.m., or as
may be continued at their discretion,
in the Commission Room, City Hall,
10 N. Grove St., Eustis, FL. The pro-
posed Ordinance is described as fol-
lows:

AN ORDINANCE OF THE CITY COM-
MISSION OF THE CITY OF EUSTIS,
LAKE COUNTY, FLORIDA; ASSIGN-
ING THE SUBURBAN NEIGHBOR-
HOOD DESIGN DISTRICT DESIGNA-
TION TO APPROXIMATELY 0.19 AC-
RES OF REAL PROPERTY LOCATED
AT 443 OHIO BLVD.

Interested parties may appear at the
meeting and be heard with respect to
the proposed ordinance. The case file,
complete legal description of the
property and proposed ordinance will
be available beginning approximately
five working days before the hearing
from 8:00 a.m. to 5:00 p.m. at Devel-
opment Services, 4 N. Grove St., the
Office of the City Clerk, 10 N. Grove
St., or at www.eustis.org. Please con-
tact our office at 352-483-5460 if
you have any questions.

If a person decides to appeal any de-
cision made by the commission with
respect to any matter considered at
such meeting or hearing, he/she will
need a record of the proceedings and
that, for such purposes, he/she may
need to ensure that a verbatim record
of the proceedings is made, which in-
cludes the testimony and evidence
upon which the appeal is based (Flori-
da Statutes, 286.0105). Persons
with disabilities needing assistance to
participate in these proceedings
should contact the City Clerk at
352-483-5430 at least 48 hours be-
fore the hearing date.

Roland D. Magyar, AICP, Senior
Planner, Eustis, FL

Ad No: 10086001
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086005
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$178.72

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-03 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-10 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-10: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST. AND 2500 S. BAY ST. FROM URBAN LOW IN LAKE COUNTY TO GENERAL COMMERCIAL (GC), AND 200 W. SEMINOLE ROAD, AND 143 W. DICIE AVENUE, FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-6460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086005
March 18, 2019

RECEIVED

MAR 22 2019

Payment Info	
Ad Price	\$178.72
Tax	\$0.00
Sub Total	\$178.72
Prepaid Amount	\$0.00
Balance Due	\$178.72

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

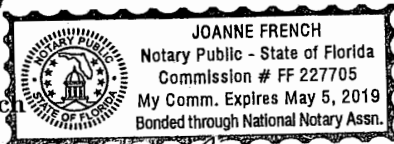
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086005

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-03 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-10 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

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All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086005
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086002
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-11 No	03/18/2019	03/18/2019	\$118.52

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-11

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-11 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD, URBAN NEIGHBORHOOD AND URBAN CORRIDOR DESIGN DISTRICT DESIGNATIONS TO APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST., 200 W. SEMINOLE ROAD, 143 W. DICIE AVENUE, AND 2500 S. BAY ST.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352- 483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record

of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086002
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$118.52
Tax	\$0.00
Sub Total	\$118.52
Prepaid Amount	\$0.00
Balance Due	\$118.52

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

Ord 19-11

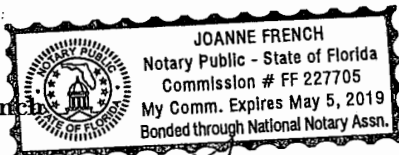
was published in said newspaper in the issues of:

March 18, 2019

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Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



(Print, Type or Stamp Name of Notary Public)

AD#

10086002

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-11

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-11 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD, URBAN NEIGHBORHOOD AND URBAN CORRIDOR DESIGN DISTRICT DESIGNATIONS TO APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST., 200 W. SEMINOLE ROAD, 143 W. DICIE AVENUE, AND 2500 S. BAY ST.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086002
March 18, 2019

RECEIVED

MAR 22 2019

Notice of Public Hearing

You are receiving this notice because you own property within 500 feet of a land development request (see below). This is part of the City's notification process to inform the public of this request. If you have questions regarding this request, please contact us at 352-483-5460. If you have no questions or do not wish to attend the meeting, you may disregard this notice.

TO: Surrounding Property Owners
FROM: Roland D. Magyar, Senior Planner
DATE: March 21, 2019
RE: Notice of Quasi-Judicial Public Hearing
Ordinance Nos.: 19-03, 19-04, 19-05

Notice is hereby given for the following public hearings to be held in the City Commission Chambers, City Hall, 10 N. Grove Street, Eustis, FL, regarding Annexation and Future Land Use and Design District map amendments of 10.97 acres of real property located at E. Bates Avenue 1200 ft. east of E. CR 44 and 1706 Virginia Avenue.

1. The Local Planning Agency will hold a public hearing on April 4, 2019 at 5:50 PM, or as may be continued at their discretion, to consider a change the land use designation of the subject properties from Urban Low and Urban Medium in Lake County to Suburban Residential (SR) and Urban Residential (UR) in the City of Eustis.
2. The Eustis City Commission will conduct two Quasi-Jurisdictional Public Hearings at **6:00 PM**, or as may be continued at their discretion, regarding the following ordinances on the following dates:

Ordinance 19-03 is a voluntary annexation of 10.97 acres located at at E. Bates Avenue 1200 ft. east of E. CR 44 and 1706 Virginia Avenue.

Ordinance 19-04 is a small Scale Comprehensive Plan Amendment to change the Future Land Use designation of said properties from Urban Low and Urban Medium in Lake County to Suburban Residential (SR) and Urban Residential (UR) in the City of Eustis.

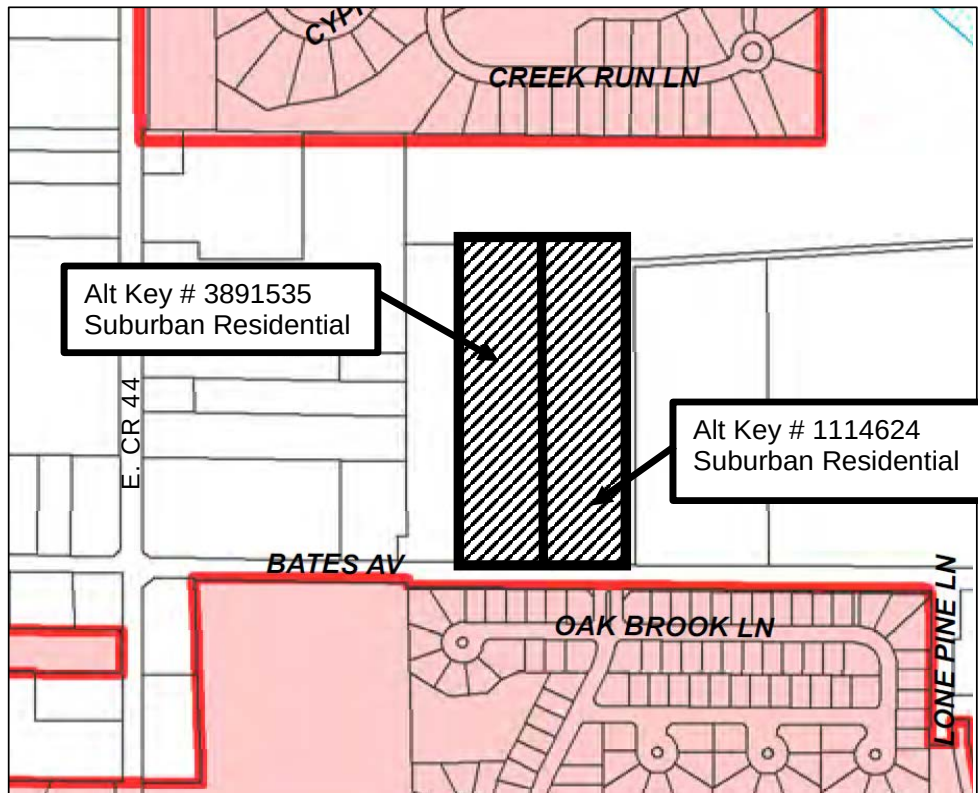
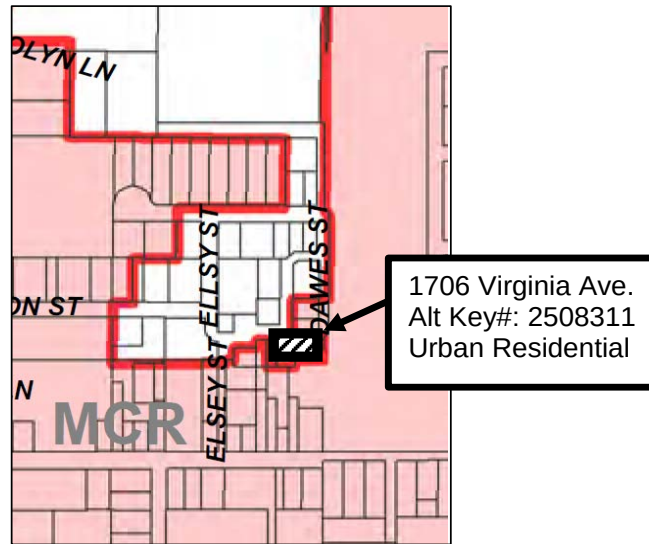
Ordinance 19-05 is the assignment of the Design District designation of Suburban Neighborhood to these properties.

1 st Reading	2 nd Reading
April 4, 2019	April 18, 2019

A Location Map is provided on the reverse side.

The case file, complete legal description of the property and proposed ordinance will be available for examination beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at (352) 483-5460 if you have any questions

LOCATION MAP





City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ORDINANCE NO. 19-06: VOLUNTARY ANNEXATION OF PROPERTY AT 443 OHIO BLVD.
ORDINANCE NO. 19-07: COMPREHENSIVE PLAN AMENDMENT FOR PROPERTY AT 443 OHIO BLVD.
ORDINANCE NO. 19-08: DESIGN DISTRICT ASSIGNMENT FOR PROPERTY LOCATED AT 443 OHIO BLVD.

Introduction:

Ordinance No. 19-06 provides for the voluntary annexation of one parcel totaling approximately 0.19 acres. Ordinance No. 19-07 changes the future land use designation from Lake County Urban Low to Suburban Residential within the City of Eustis. Ordinance No. 19-08 assigns the subject property a design district designation of Suburban Neighborhood. If Ordinance No. 19-06 is denied, there can be no consideration of Ordinance Nos. 19-07 and 19-08.

Background:

The applicant requested annexation of one lot totaling +/-0.19 acres of land at 443 Ohio Blvd. Separate public hearings will be held for each ordinance and a separate vote will be required for each ordinance following the individual public hearing.

Recommended Action:

Administration recommends approval of Ordinance No. 19-06, Ordinance No. 19-07 and Ordinance No. 19-08.

Attachments:

[Staff Report Ord 19-06, 19-07, and 19-08- Group 2 - Annex CPP DD](#)
[Ord 19-06 Group 2 Annex](#)
[Ord. No. 19-07 Comp Plan Small w Annex - Group 2](#)
[Ord 19-08 Group 2 DD](#)
[Notice of Public Hearing 500 ft Group 2 - Annex-FLUM](#)
[DC AFFIDAVITS-APR 4; APR 18 MEETINGS](#)

Reviewed by:

Lori Barnes, Director
Ronald Neibert, City Manager

Approved - 29 Mar 2019
Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ORDINANCE NO. 19-06: VOLUNTARY ANNEXATION OF PROPERTY AT 443 OHIO BLVD.
ORDINANCE NO. 19-07: COMPREHENSIVE PLAN AMENDMENT FOR PROPERTY AT 443 OHIO BLVD.
ORDINANCE NO. 19-08: DESIGN DISTRICT ASSIGNMENT FOR PROPERTY LOCATED AT 443 OHIO BLVD.

Introduction:

Ordinance No. 19-06 provides for the voluntary annexation of one parcel totaling approximately 0.19 acres. Ordinance No. 19-07 changes the future land use designation from Lake County Urban Low to Suburban Residential within the City of Eustis. Ordinance No. 19-08 assigns the subject property a design district designation of Suburban Neighborhood. If Ordinance No. 19-06 is denied, there can be no consideration of Ordinance Nos. 19-07 and 19-08.

Background:

The applicant requested annexation of one lot totaling +/-0.19 acres of land at 443 Ohio Blvd. Separate public hearings will be held for each ordinance and a separate vote will be required for each ordinance following the individual public hearing.

Recommended Action:

Administration recommends approval of Ordinance No. 19-06, Ordinance No. 19-07 and Ordinance No. 19-08.

Attachments:

[Staff Report Ord 19-06, 19-07, and 19-08- Group 2 - Annex CPP DD](#)
[Ord 19-06 Group 2 Annex](#)
[Ord. No. 19-07 Comp Plan Small w Annex - Group 2](#)
[Ord 19-08 Group 2 DD](#)
[Notice of Public Hearing 500 ft Group 2 - Annex-FLUM](#)
[DC AFFIDAVITS-APR 4; APR 18 MEETINGS](#)

Reviewed by:

Lori Barnes, Director
Ronald Neibert, City Manager

Approved - 29 Mar 2019
Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 4, 2019

RE: EXPLANATION OF ORDINANCES FOR PROPERTY AT 443 OHIO BLVD.
Ordinance No. 19-06 – Voluntary Annexation
Ordinance No. 19-07 – Comprehensive Plan Amendment
Ordinance No. 19-08 – Design District Assignment

Introduction:

- Ordinance No. 19-06 provides for the voluntary annexation of one parcel totaling approximately 0.19 acres.
- Ordinance No. 19-07 would change the future land use designation from Lake County Urban Low to Suburban Residential within the City of Eustis
- Ordinance No. 19-08 would assign the subject property a design district designation of Suburban Neighborhood.
- If Ordinance No. 19-06 is denied, there can be no consideration of Ordinance Nos. 19-07 and 19-08.

Recommended Action:

The administration recommends approval of Ordinance Nos. 19-06, 19-07 and 19-08.

Applicant's Request:

The applicant requested annexation of one lot totaling +/-0.19 acres of land at 443 Ohio Blvd. with assignment of a Eustis Future Land Use and Design District. The applicant requested a Suburban Residential land use and a Suburban Neighborhood design district for the property.

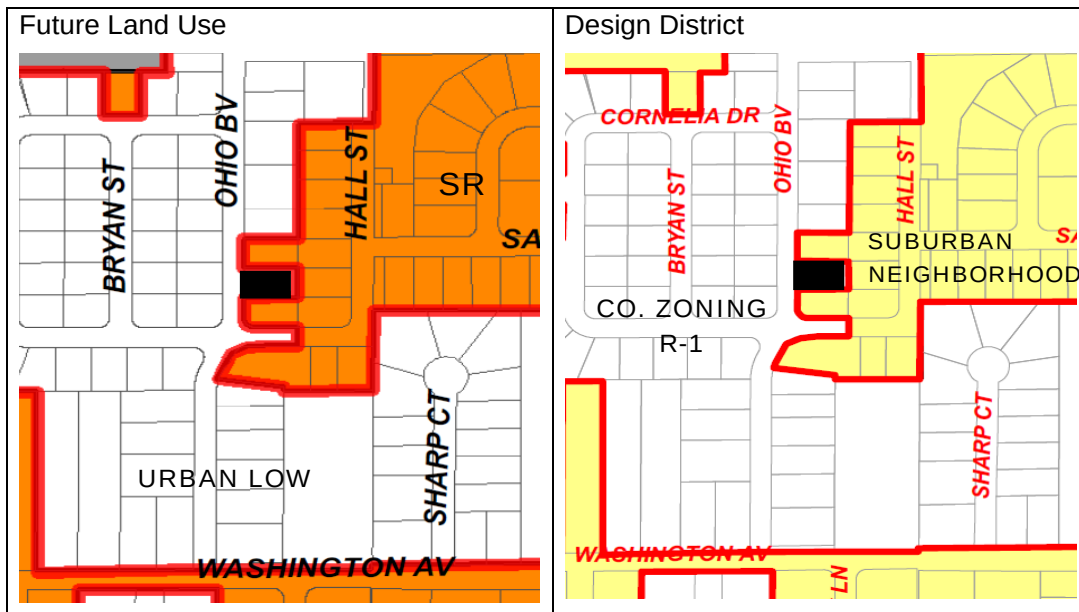
Background:

1) Site Information

- a) The site is developed with a single-family residence.
- b) The site is contiguous to the city limits.



FIGURE 1: CITY AND COUNTY FUTURE LAND USE, ZONING AND DESIGN DISTRICTS



c) County Future Land Use and Zoning

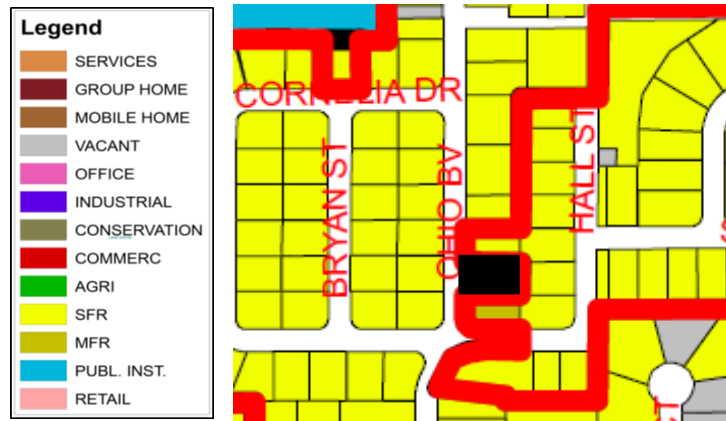
- i) The property has a Lake County land use designation of Urban Low Density and a zoning of R-1 (see Figure 1). These categories allow the following development patterns within the County:
 - (1) The Urban Low land use category allows for a range of residential uses up to 4 du/net acre, as well as professional office, limited commercial/retail, and services with an intensity up to 0.25 FAR. Limited light industrial uses may be allowed as a conditional use. Located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities.
 - (2) "R-1" Rural Residential. The purpose of this district is to provide a transition between agricultural and Conservation Areas and the more urban residential communities. It is intended to permit the development of single-family homes in an environment that is compatible with the surrounding natural resources.

d) City Future Land Use and Design District

- i) The site is contiguous to the Suburban Residential future land use district (See Figure 1). The SR areas have a maximum density of five units to one acre. The SR designation is intended to provide for a mix of single-family detached, patio homes and townhouse-type dwellings in a suburban atmosphere.
- ii) The parcel is contiguous to the Suburban Neighborhood design district (See Figure 1). This district is predominately residential uses with some neighborhood scale commercial services with parks and civic spaces as focal points in the neighborhoods.

- e) Figure 2 illustrates the existing uses of the property and surrounding area. The surrounding land uses are primarily single-family residences.

FIGURE 2: EXISTING LAND USES



2) **Analysis of Annexation Request (Ord. No. 19-03):**

a. Resolution No. 87-34 – Joint Planning Area Agreement with Lake County:

“The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

The property is located within the Joint Planning Area. City potable water and wastewater are available to serve the site. (See public facilities and services analysis under item 5 below).

b. Florida Statutes Voluntary Annexation - Chapter 171.044(1) - “The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”

The Joint Planning Area boundaries define the reasonably compact area where the City could provide services effectively and efficiently. The subject property lays within that planning area, and is contiguous to the City limits. This annexation is a natural extension of the City Limits.

c. Florida Statutes Voluntary Annexation - Chapter 171.044(2): “...Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town...”

The department published notice of this annexation in the Daily Commercial in accordance with the requirements on March 18, 2019 and March 25, 2019.

d. Florida Statutes Voluntary Annexation - Chapter 171.044(5): “Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

Annexation of the subject property does not create enclaves, but is a natural extension of the City. There are existing enclaves in the area, which this annexation will assist in the elimination of the enclaves.

- e. Florida Statutes Voluntary Annexation - Chapter 171.044(6): "Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection (2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located..."

The department provided notice to the Lake County Board of County Commissioners on March 8, 2019.

3) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. 19-04) in Accordance with Florida Statutes Chapter 163.3177.9:** The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl.

- a) The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

- (I) Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The property is part of an existing developed area with surrounding properties already developed at the appropriate density.

- (II) Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The property is part of an existing developed area.

- (III) Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The property is part of a developed residential use area permitted by the County and City. The proposed designations are consistent with the character of the surrounding area

- (IV) Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

The property is part of a developed residential area. Any development will follow the City's adopted rules to conserve and protect natural resources and conservation areas.

- (V) Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This indicator does not apply. This site and adjacent areas do not support active agricultural or silvicultural activities. The site is not prime farmland and has no unique soils.

(VI) Fails to maximize use of existing public facilities and services.

This indicator does not apply. The site is already connected to City water. City water lines run along the front of the property, which will maximize the use of the existing facilities.

(VII) Fails to maximize use of future public facilities and services.

This indicator does not apply. There are no future public facilities and services planned for this area.

(VIII) Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing development consistent with the requested SR future land use designation. The City provides these services to other properties in the area, so efficiency will improve.

(IX) Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. The properties are within an existing residentially developed area permitted by the County and City.

(X) Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. The property is already developed with a single-family residence.

(XI) Fails to encourage a functional mix of uses.

This indicator does not apply. This is an existing developed area.

(XII) Results in poor accessibility among linked or related land uses.

This indicator does not apply. This parcel is within an existing, mixed-use developed area. Access to the site is already developed.

(XIII) Results in the loss of significant amounts of functional open space.

This indicator does not apply. The property is already developed.

b) The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

(I) Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

The site is part of an existing developed area in an established residential-use area.

- (II) Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

City water service is connected to the site. Potable water capacity is adequate to serve the annexed property consistent with the requested SR future land use designation. The transportation network has sufficient capacity to serve this site. Upon annexation, the City will also provide other services such as fire and police protection. The City provides these services to other properties in the area, so efficiency will improve.

- (III) Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

The parcel is part of an existing, residential-use developed area in an established neighborhood.

- (IV) Promotes conservation of water and energy.

Not applicable. The parcel is an existing developed parcel.

- (V) Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable; the site does not support active agricultural or silvicultural activities.

- (VI) Preserves open space and natural lands and provides for public open space and recreation needs.

Not applicable; the parcel is part of an existing developed area, and the property is already developed.

- (VII) Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

The parcel is part of an existing, residentially developed area in an established neighborhood. The parcel is not located in an area that would support non-residential uses.

- (VIII) Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Not applicable.

- 4) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. No. 19-04) in Accordance with Comprehensive Plan Future Land Use Element Appendix:** All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property

shall also be reviewed to determine and assess any significant impacts to the policy structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the four (4) major categories of Plan policies as follows:

- A. General Public Facilities/Services: Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

Emergency Services Analysis: *The property is located approximately 1.95 miles from a City fire station with paramedical services 2.3 miles from a County fire station. This parcel is in an existing developed area and already receives City services.*

Parks & Recreation: *The parcel is already developed and is included in existing recreational levels of service.*

Potable Water & Sanitary Sewer: *The applicant's property is already connected to City water. Wastewater lines are approximately 125 ft. to the south. The following outlines the water and sewer demand based on a maximum development potential scenario.*

Potential Residential Demand

Water: 1 ERU = 300 GPD

Wastewater – 1 ERU = 250 GPD

According to the City of Eustis Public Works Department, water and sewer with sufficient capacity are available to the parcel.

Schools: *The proposed change will not negatively impact schools.*

Solid Waste: *The City contracts with Waste Management for hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in delivery of services.*

Stormwater: *The site is developed and is included*

Transportation Network Analysis: *(Institute of Traffic Engineers Trip Generation Manual, 7th Edition). The existing use is single family housing (210 land use). so, there will be no additional impact to the transportation system.*

- B. Natural Resources/Natural Features: The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

Ground water recharge areas: *The property is part of an existing developed area, which has been evaluated for groundwater recharge.*

Historical or archaeological sites: *The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist.*

Flood zones: *The subject properties are not within a flood zone or wetland.*

Soil and topography: *The subject property has no soil or topographical constraints. It consists primarily of Astatula Sand, 0-5% slope (AtB).*

- C. Comprehensive Plan Review: Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

The current Lake County zoning designation of the subject property is R-1 and the land use designation is Urban Low. Single-family homes are adjacent to the site with a City of Eustis FLU designation of Suburban Residential (SR), which allows up to 5 du/acre.

- D. Transportation: Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

The site has been developed since 1960 and is incorporated into all transportation plans.

- E. Water Supply: Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

Public utilities and services are available. Refer to 4.A. above for more information. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

- 5) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. No. 19-04) in Accordance with Chapter 102-16(f), Land Development Regulations, Standards for Review:** In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

- (1) Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan. See analysis above under item 4, A through D.

- (2) Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

All properties are developed. Any new development will follow the standards contained within the City's LDR's.

- (3) Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

The SR land use designation is consistent with the surrounding development.

- (4) Whether there have been changed conditions that justify an amendment.

The applicant wishes to annex the property into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. These changed conditions warrant a change in the land use designation.

- (5) Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water and sewer service are available to the site. Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

- (6) Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

The parcel is a developed site and will have no impact to the environment.

- (7) Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

These parcels are contiguous to the City limits, which will result in orderly and logical development.

- (8) Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations is as follows:

“The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small town community character and life style.”

The proposed SR future land use designations for the subject parcel will provide for orderly growth and development. This designation would advance the public interest by providing housing options, and application of the LDRs to the future development will ensure consistency with the community character and lifestyle.

- (9) Any other matters that may be deemed appropriate by the local planning agency or the city commissioners, in review and consideration of the proposed amendment.

Properties within the Eustis Planning Area have been deemed appropriate for annexation; and as such, would warrant a more appropriate, municipal land use designation than that of the County.

- 6) **Analysis of Design District Request (Ord. No. 19-05)**: The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect.

Section 102-17 of the Land Development Regulations includes the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider:

- (1) Whether the amendment is in conflict with any applicable provisions of the Code.

- a) Section 102-17(a) “...Section 109-3 Design Districts, identifies the definition, structure and form of each design district. The assignment of the design district must follow the district pattern and intent.”

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Neighborhood). The Suburban development pattern and intent, and the Suburban Neighborhood definition, structure and form description are stated below. The assignment of a Suburban Neighborhood design district designation is appropriate due to the established and proposed development patterns in the area.

The City of Eustis Design District Map (see Figure 1) shows the surrounding area as Suburban Neighborhood.

- b) Sec. 109-3.5.5. Suburban development pattern intent statements:

- i. Intent. Suburban development pattern...relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. Nonresidential uses are primarily located on corridors, districts and a mix of uses is prominent in centers.
- ii. Design districts: Suburban Neighborhood:

- a. Definition. Predominately residential uses with some neighborhood scale commercial services.
- b. Structure. Interconnected trails, bikeways and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods.
- c. Form. Mix of detached residential uses with some neighborhoods supporting retail, parks and civic spaces as focal points in the neighborhoods.

c) Section 102-17(a) The following guidelines must be followed when proposing the reassignment of design district:

- i) Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

The requested design district designation is consistent with the designation of the surrounding area.

- ii) Where new development will abut an existing or approved neighborhood, the new development should establish similar or compatible transect conditions.

The parcels are part of an existing residential development pattern. The Suburban Neighborhood design district designation is the same as the designation of the surrounding area.

- (2) Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Future Land Use element (including Policy FLU 1.2.4, Development Patterns and FLU 1.3.2. Maintain Residential Compatibility), as well as all other elements of the Comprehensive Plan.

- (3) Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Suburban Neighborhood definition, structure and form are compatible with the existing uses and any proposed uses permitted under the SR future land use designation.

- (4) Whether there have been changed conditions that justify amending the design district.

The subject property is proposed for annexation and a design district assignment is necessary. The conditions have changed from land located in unincorporated Lake County within the City of Eustis with full municipal services

- (5) Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

This amendment will not change the demand on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also see analysis of public facilities in above sections of this report.

- (6) Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designation for this property does not change the development potential of the parcels. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment.

- (7) Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

This request should not affect property values, because the proposed Design District designation is consistent with the surrounding development patterns and design districts.

- (8) Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

Assignment of the requested designation will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

- (9) Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The proposed Design District is not in conflict with the public interest and reflects the purpose and intent of the regulations.

- (10) Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land uses, densities, intensities or required open space. The districts, therefore, must be consistent and follow the urban, suburban and rural transect. This request assigns a designation to an annexation parcel.

7) Applicable Policies and Codes

- a. Resolution No. 87-34 – Joint Planning Area Agreement with Lake County:

“The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

- b. Florida Statutes Chapter 171.044: Voluntary Annexation:

- 1) “The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”
- 2) “Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

Land Development Regulations Section 109-2.3: Outlines the general intent of the Suburban Residential District in the City. This land use designation is intended to have a maximum density of five units to one acre. The SR designation is intended to provide for a mix of single-family detached, patio homes and townhouse-type dwellings in a suburban atmosphere.

- c. Land Development Regulations Section 109-5.5: The Suburban Neighborhood Design District is predominately residential uses with some neighborhood scale commercial services and interconnected trails, bikeways and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods. The mix of detached residential uses with some neighborhood supporting retail, parks and civic spaces act as focal points in the neighborhoods.

8) Fiscal Impact:

- a. The current assessed value of the subject property is \$86,132.
- b. Based on the current millage rate of 7.581, annexation of the property could increase annual operating revenues, by as much as \$652.97.

Alternatives:

1. Approve Ordinance Nos. 19-06 (Annexation), 19-07 (Comp. Plan Amendment), and/or 19-08 (Design District Designation) for property located at 443 Ohio Blvd.
2. Deny Ordinance Nos. 19-06, and 19-07, and 19-08.

Discussion of Alternatives:

1. Alternative 1 approves the ordinances.

Advantages:

- The action would be consistent with the expansion plans for the City in accordance with the adopted Eustis Planning Area.
- Annexation could increase the tax base of the City and increase the annual operating revenues.
- The City would have a more compact service area for utilities, police, and fire to increase efficiency and level of service. A more compact service area can reduce the overall per capita cost of providing urban services.
- The land use change and design district assignment are consistent with the proposed use of the property and the nature of the surrounding area.
- The action could encourage additional development and/or annexations in that area.

Disadvantages:

- No disadvantages.

2. Alternative 2 denies the Ordinances. (If Ordinance No. 19-06 is denied, the Commission cannot approve Ordinance Nos. 19-07 and 19-08.)

Advantages:

- There are no advantages to denying the ordinances.

Disadvantages:

- Denying annexation would continue a gap in the City's natural growth boundary as defined by the Eustis Planning Area.
- The action would eliminate the potential for increased operating revenue and the subject properties would continue to receive the indirect benefits of City services that are provided to adjacent properties without paying City taxes.
- The City would continue to experience gaps in its service area causing service inefficiency and confusion regarding City boundaries.

Community Input:

The department has notified surrounding property owners within 500 feet of the site; the proper legal advertisements have been placed in the newspaper; and the site has been posted. To date the department has received 1 response from residents or adjacent property owners for comment or additional information.

Budget / Staff Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Reviewed By: Lori Barnes, AICP Development Services Director

Prepared By: Roland Magyar, AICP, Senior Planner

Attachments:

Ordinance No. 19-06, 19-07, 19-08 (including Exhibit A),
Surrounding Property Owner Notice of Hearing, and Advertisements

ORDINANCE NO. 19-06

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; VOLUNTARILY ANNEXING APPROXIMATELY 0.19 ACRES OF REAL PROPERTY LOCATED AT 443 OHIO BLVD., EUSTIS, FL.

WHEREAS, Dura-Stress Acquisitions, LLC, the legal owner of record, has made an application for voluntary annexation of approximately 0.19 acres of real property located at 443 Ohio Blvd., more particularly described as:

Tax ID: 12-19-26-0100-000-02200

BUCKEYE ADDITION LOT 22 PB 14 PG 21 ORB 5033 PG 1230

WHEREAS, the subject property reasonably compact and contiguous to the City of Eustis boundary; and

WHEREAS, the annexation of the property will not result in the creation of enclaves; and

WHEREAS, the subject property is located within the City of Eustis Planning Area and City services are available; and

WHEREAS, on April 4, 2019 the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on April 18, 2019, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately 0.19 acres of real property located at 443 Ohio Blvd., as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

Section 2. That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the change described in Section 1.

Section 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

Section 5. That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be

unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 6. That this Ordinance shall become effective upon passing.

Section 7. That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 18th day of April, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor-Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____, 2019 by Michael L. Holland., Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:_____
Notary Serial No:_____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

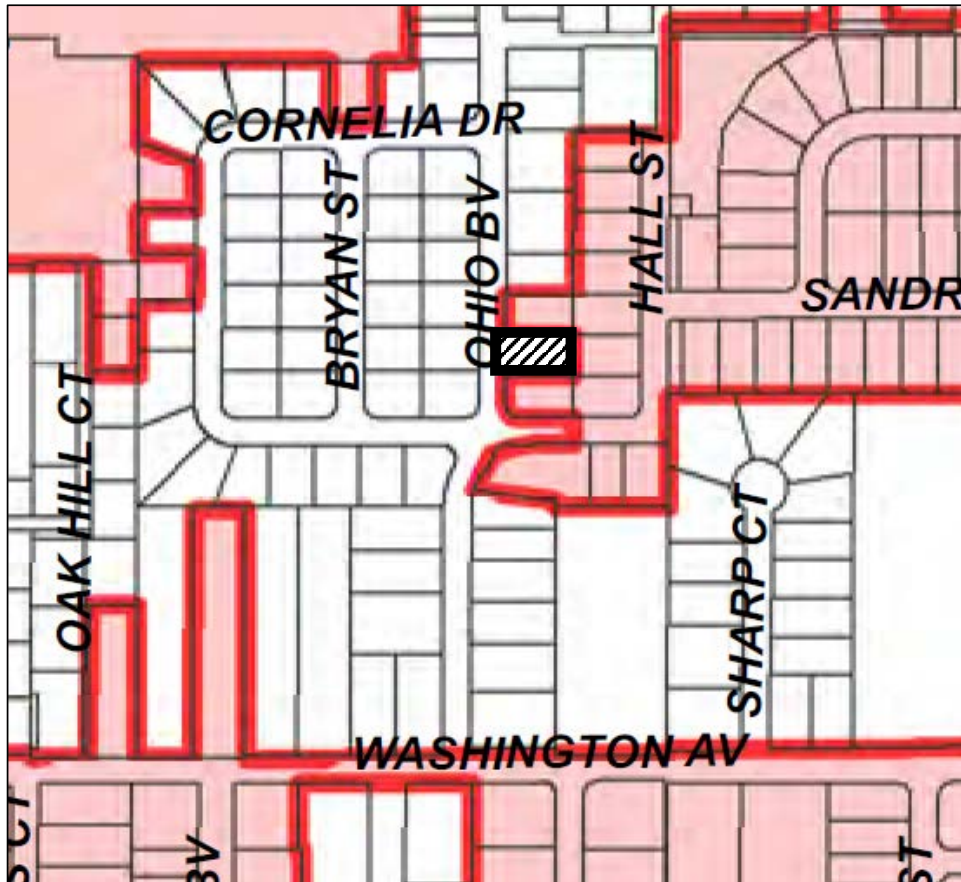
CERTIFICATE OF POSTING

The foregoing Resolution No. 19-06 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Exhibit A



ORDINANCE NO. 19-07

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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 0.19 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT 443 OHIO BLVD. FROM URBAN MEDIUM IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR) IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance No. 10-11; and

WHEREAS, State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 In Compliance pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Chapter 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 0.19 acres of recently annexed real property located at 443 Ohio Blvd., and more particularly described herein; and

WHEREAS, on April 18, 2019, the Local Planning Agency held a Public Hearing to consider the adoption of a Small Scale Future Land Use Amendment for this change in designation; and

WHEREAS, on April 18, 2019, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency's recommendation to adopt the Small Scale Future Land Use Amendment contained herein; and

WHEREAS, on May 2, 2019, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small Scale Future Land Use Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Land Use Designation

That the Future Land Use Designation of the real property as described below shall be changed from Lake County Urban Medium to Suburban Residential within the City of Eustis:

Tax ID: 12-19-26-0100-000-02200

BUCKEYE ADDITION LOT 22 PB 14 PG 21 ORB 5033 PG 1230

Section 2. Map Amendment and Notification

That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. **Severability**

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. **Effective Date**

That this Ordinance shall not become effective unless and until the annexation of the subject property becomes effective through approval of Ordinance No. 19-06. Further, the effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this _____ day of _____, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____, 2019 by Michael L. Holland, Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires:_____
Notary Serial No:_____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-07 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

ORDINANCE NO. 19-08

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 0.19 ACRES OF REAL PROPERTY LOCATED AT 443 OHIO BLVD., EUSTIS, FL.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance No. 09-33 to assign a Design District designation of Suburban Neighborhood to approximately 0.19 acres of real property located at 443 Ohio Blvd. and

WHEREAS, on April 18, 2019, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on May 2, 2019, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real properties described below shall be Suburban Neighborhood:

Tax ID: 12-19-26-0100-000-02200

BUCKEYE ADDITION LOT 22 PB 14 PG 21 ORB 5033 PG 1230

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon annexation of the subject properties through approval of Ordinance No. 19-06.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this ____ day of _____, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 Michael L. Holland, Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance No. 19-08 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Notice of Public Hearing

You are receiving this notice because you own property within 500 feet of a land development request (see below). This is part of the City's notification process to inform the public of this request. If you have questions regarding this request, please contact us at 352-483-5460. If you have no questions or do not wish to attend the meeting, you may disregard this notice.

TO: Surrounding Property Owners
FROM: Roland D. Magyar, Senior Planner
DATE: March 21, 2019
RE: Notice of Quasi-Judicial Public Hearing
Ordinance Nos.: 19-06, 19-07, 19-08

Notice is hereby given for the following public hearings to be held in the City Commission Chambers, City Hall, 10 N. Grove Street, Eustis, FL, regarding Annexation and Future Land Use and Design District map amendments of 0.19 acres of real property located at 443 Ohio Blvd.

1. The Local Planning Agency will hold a public hearing on April 4, 2019 at 5:50 PM, or as may be continued at their discretion, to consider a change the land use designation of the subject properties from Urban Low in Lake County to Suburban Residential (SR) in the City of Eustis.
2. The Eustis City Commission will conduct two Quasi-Jurisdictional Public Hearings at **6:00 PM**, or as may be continued at their discretion, regarding the following ordinances on the following dates:

Ordinance 19-06 is a voluntary annexation of 0.19 acres located at 443 Ohio Blvd.

Ordinance 19-07 is a small Scale Comprehensive Plan Amendment to change the Future Land Use designation of said properties from Urban Low in Lake County to Suburban Residential (SR) in the City of Eustis.

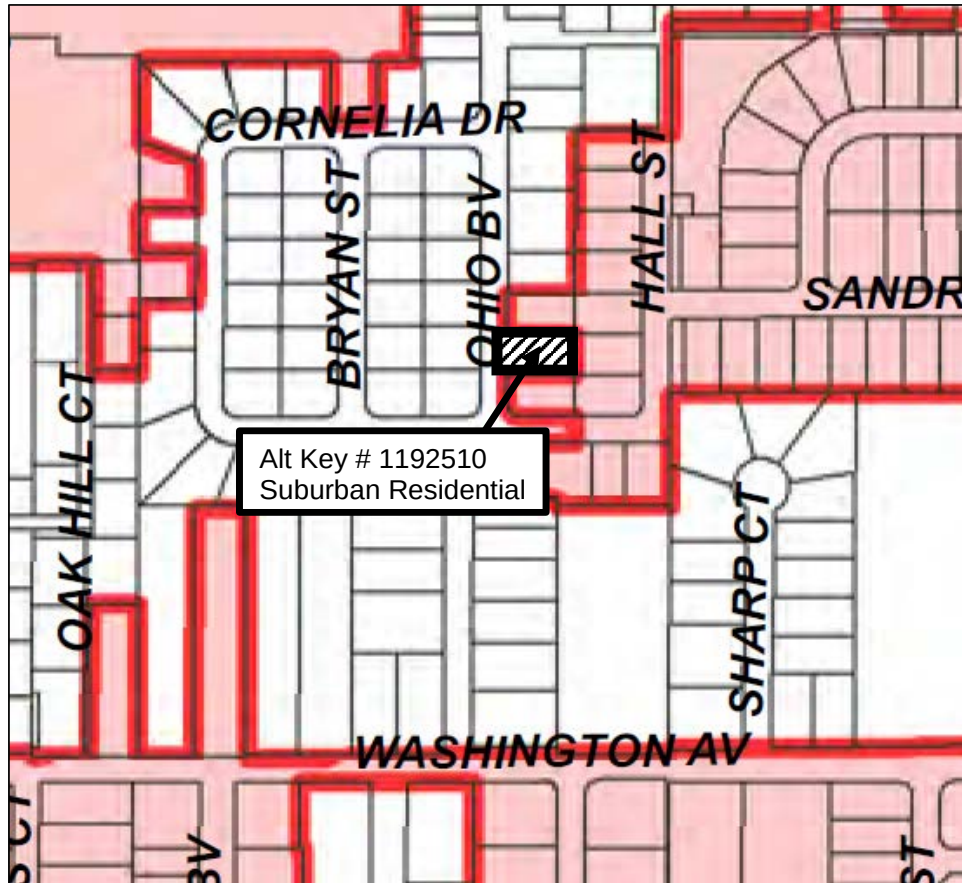
Ordinance 19-08 is the assignment of the Design District designation of Suburban Neighborhood to this property.

1 st Reading	2 nd Reading
April 4, 2019	April 18, 2019

A Location Map is provided on the reverse side.

The case file, complete legal description of the property and proposed ordinance will be available for examination beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at (352) 483-5460 if you have any questions

LOCATION MAP



Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086003
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$177.00

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-PLUS-01 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-04 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-04: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 10.97 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. OR 44 FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), AND 1706 VIRGINIA AVENUE FROM URBAN MEDIUM IN LAKE COUNTY TO URBAN RESIDENTIAL (UR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086003
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$177.00
Tax	\$0.00
Sub Total	\$177.00
Prepaid Amount	\$0.00
Balance Due	\$177.00

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

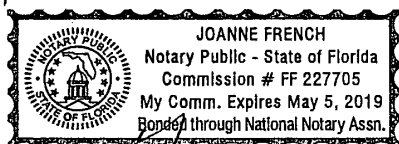
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar
A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086003

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-01 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-04 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-04: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 183.3187(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 10.97 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44 FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), AND 1706 VIRGINIA AVENUE FROM URBAN MEDIUM IN LAKE COUNTY TO URBAN RESIDENTIAL (UR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086003
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086000
Phone: (352) 483-5430
Date: 03/19/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-05 No	03/18/2019	03/18/2019	\$115.08

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-05

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-05 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10.97 ACRES OF REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44, AND 1706 VIRGINIA AVENUE.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352- 483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a *verbatim record* of the proceedings is made, which includes the testimony and evidence

upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086000
March 18, 2019

RECEIVED

MAR 22 2019

Payment Info	
Ad Price	\$115.08
Tax	\$0.00
Sub Total	\$115.08
Prepaid Amount	\$0.00
Balance Due	\$115.08

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

ORD 19-05

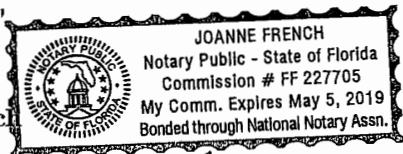
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086000

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-05

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-05 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10.97 ACRES OF REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44, AND 1708 VIRGINIA AVENUE.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4-N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086000
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086004
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$171.84

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-02 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-07 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-07: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 0.19 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT 443 OHIO BLVD. FROM URBAN MEDIUM IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hear-

ing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086004
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$171.84
Tax	\$0.00
Sub Total	\$171.84
Prepaid Amount	\$0.00
Balance Due	\$171.84

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared

Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

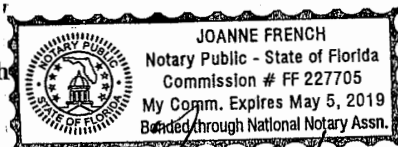
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of mar
A.D., 2019.

Joanne French
Notary Public



(Print, Type or Stamp Name of Notary Public)

AD#

1008604

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-02 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-07 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-07: 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(4) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 0.19 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT 443 OHIO BLVD. FROM URBAN MEDIUM IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing

for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086004
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086001
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-08 No	03/18/2019	03/18/2019	\$111.64

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-08

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-08 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 0.19 ACRES OF REAL PROPERTY LOCATED AT 443 OHIO BLVD.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons

with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086001.
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$111.64
Tax	\$0.00
Sub Total	\$111.64
Prepaid Amount	\$0.00
Balance Due	\$111.64

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

ORD 19-08

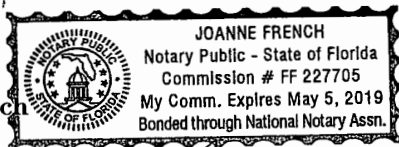
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar
A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086001

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-08

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-08 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 0.19 ACRES OF REAL PROPERTY LOCATED AT 443 OHIO BLVD.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

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Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086001
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086005
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$178.72

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-03 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-10 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-10: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST. AND 2500 S. BAY ST. FROM URBAN LOW IN LAKE COUNTY TO GENERAL COMMERCIAL (GC), AND 200 W. SEMINOLE ROAD, AND 143 W. DICIE AVENUE, FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086005
March 18, 2019

RECEIVED

MAR 22 2019

Payment Info	
Ad Price	\$178.72
Tax	\$0.00
Sub Total	\$178.72
Prepaid Amount	\$0.00
Balance Due	\$178.72

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

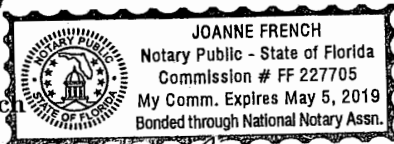
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086005

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-03 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-10 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-10: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST. AND 2500 S. BAY ST. FROM URBAN LOW IN LAKE COUNTY TO GENERAL COMMERCIAL (GC), AND 100 W. SEMINOLE ROAD, AND 143 N. DICIE AVENUE, FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086005
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086002
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-11 No	03/18/2019	03/18/2019	\$118.52

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-11

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-11 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD, URBAN NEIGHBORHOOD AND URBAN CORRIDOR DESIGN DISTRICT DESIGNATIONS TO APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST., 200 W. SEMINOLE ROAD, 143 W. DICIE AVENUE, AND 2500 S. BAY ST.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352- 483-5460 if you have any questions.

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of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086002
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$118.52
Tax	\$0.00
Sub Total	\$118.52
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Balance Due	\$118.52

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

Ord 19-11

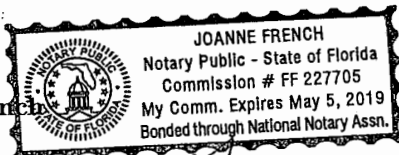
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



(Print, Type or Stamp Name of Notary Public)

AD#

10086002

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-11

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-11 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD, URBAN NEIGHBORHOOD AND URBAN CORRIDOR DESIGN DISTRICT DESIGNATIONS TO APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST., 200 W. SEMINOLE ROAD, 143 W. DICIE AVENUE, AND 2500 S. BAY ST.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

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Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086002
March 18, 2019

RECEIVED

MAR 22 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ORDINANCE NO. 19-09: VOLUNTARY ANNEXATION FOR PROPERTY AT 2400 AND 2500 S. BAY ST., 143 W. DICIE AVE. AND 200 W. SEMINOLE AVE.
ORDINANCE NO. 19-10: COMPREHENSIVE PLAN AMENDMENT FOR PROPERTY LOCATED AT 2400 AND 2500 S. BAY ST., 143 W. DIXIE AVE. AND 200 W. SEMINOLE AVE.
ORDINANCE NO. 19-11: DESIGN DISTRICT ASSIGNMENT FOR PROPERTY LOCATED AT 2400 AND 2500 S. BAY ST., 143 W. DIXIE AVE. AND 200 W. SEMINOLE AVE.

Introduction:

Ordinance No. 19-09 provides for the annexation of four properties totaling approximately 1.19 acres. Ordinance No. 19-10 changes the future land use designation from Lake County Urban Low to General Commercial (GC) and Suburban Residential (SR) within the City of Eustis. Ordinance No. 19-11 assigns the subject property a design district designation of Suburban Neighborhood. If Ordinance No. 19-09 is denied, there can be no consideration of Ordinance Nos. 19-10 and 19-11.

Background:

The applicants requested annexation of four lots totaling +/-1.19 acres of land at 2400 and 2500 S. Bay St., 200 W. Seminole Ave., and 143 W. Dicie Ave. Separate public hearings will be held for each ordinance and a separate vote will be required for each ordinance following the individual public hearing.

Recommended Action:

The administration recommends approval of Ordinance No. 19-09, Ordinance No. 19-10 and Ordinance No. 19-11.

Attachments:

[Staff Report Ord 19-09, 19-10, and 19-11 Group 3 - Annex CPP DD](#)
[Ord 19-09 Group 3 Annex](#)
[Ord. No. 19-10 Comp Plan Small w Annex - Group 3](#)

[Ord 19-11 Group 3 DD](#)
[Notice of Public Hearing 500 ft Group 3 - Annex-FLUM](#)
[DC AFFIDAVITS-APR 4; APR 18 MEETINGS](#)

Reviewed by:

Lori Barnes, Director
Ronald Neibert, City Manager

Approved - 29 Mar 2019
Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ORDINANCE NO. 19-09: VOLUNTARY ANNEXATION FOR PROPERTY AT 2400 AND 2500 S. BAY ST., 143 W. DICIE AVE. AND 200 W. SEMINOLE AVE.
ORDINANCE NO. 19-10: COMPREHENSIVE PLAN AMENDMENT FOR PROPERTY LOCATED AT 2400 AND 2500 S. BAY ST., 143 W. DIXIE AVE. AND 200 W. SEMINOLE AVE.
ORDINANCE NO. 19-11: DESIGN DISTRICT ASSIGNMENT FOR PROPERTY LOCATED AT 2400 AND 2500 S. BAY ST., 143 W. DIXIE AVE. AND 200 W. SEMINOLE AVE.

Introduction:

Ordinance No. 19-09 provides for the annexation of four properties totaling approximately 1.19 acres. Ordinance No. 19-10 changes the future land use designation from Lake County Urban Low to General Commercial (GC) and Suburban Residential (SR) within the City of Eustis. Ordinance No. 19-11 assigns the subject property a design district designation of Suburban Neighborhood. If Ordinance No. 19-09 is denied, there can be no consideration of Ordinance Nos. 19-10 and 19-11.

Background:

The applicants requested annexation of four lots totaling +/-1.19 acres of land at 2400 and 2500 S. Bay St., 200 W. Seminole Ave., and 143 W. Dicie Ave. Separate public hearings will be held for each ordinance and a separate vote will be required for each ordinance following the individual public hearing.

Recommended Action:

The administration recommends approval of Ordinance No. 19-09, Ordinance No. 19-10 and Ordinance No. 19-11.

Attachments:

[Staff Report Ord 19-09, 19-10, and 19-11 Group 3 - Annex CPP DD](#)

[Ord 19-09 Group 3 Annex](#)

[Ord. No. 19-10 Comp Plan Small w Annex - Group 3](#)

[Ord 19-11 Group 3 DD](#)
[Notice of Public Hearing 500 ft Group 3 - Annex-FLUM](#)
[DC AFFIDAVITS-APR 4; APR 18 MEETINGS](#)

Reviewed by:

Lori Barnes, Director
Ronald Neibert, City Manager

Approved - 29 Mar 2019
Approved - 29 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 4, 2019

RE: EXPLANATION OF ORDINANCES FOR PROPERTY AT 2400 AND 2500 S. BAY STREET, 143 W. DICIE AVE. AND 200 W. SEMINOLE AVE.
Ordinance No. 19-09 – Voluntary Annexation
Ordinance No. 19-10 – Comprehensive Plan Amendment
Ordinance No. 19-11 – Design District Assignment

Introduction:

- Ordinance No. 19-09 provides for the voluntary annexation of four parcels totaling approximately 1.19 acres.
- Ordinance No. 19-10 would change the future land use designation from Lake County Urban Low to General Commercial (GC) and Suburban Residential (SR) within the City of Eustis
- Ordinance No. 19-11 would assign the subject property a design district designation of Suburban Neighborhood, Urban Neighborhood and Urban Corridor.
- If Ordinance No. 19-09 is denied, there can be no consideration of Ordinance Nos. 19-10 and 19-11.

Recommended Action:

The administration recommends approval of Ordinance Nos. 19-09, 19-10 and 19-11.

Applicant's Request:

The applicants requested annexation of four lots totaling +/-1.19 acres of land at 2400 and 2500 S. Bay St., 200 W. Seminole Ave., and 143 W. Dicie Ave. with assignment of a Eustis Future Land Use and Design District. The applicants requested the following Future Land Use and Design Districts:

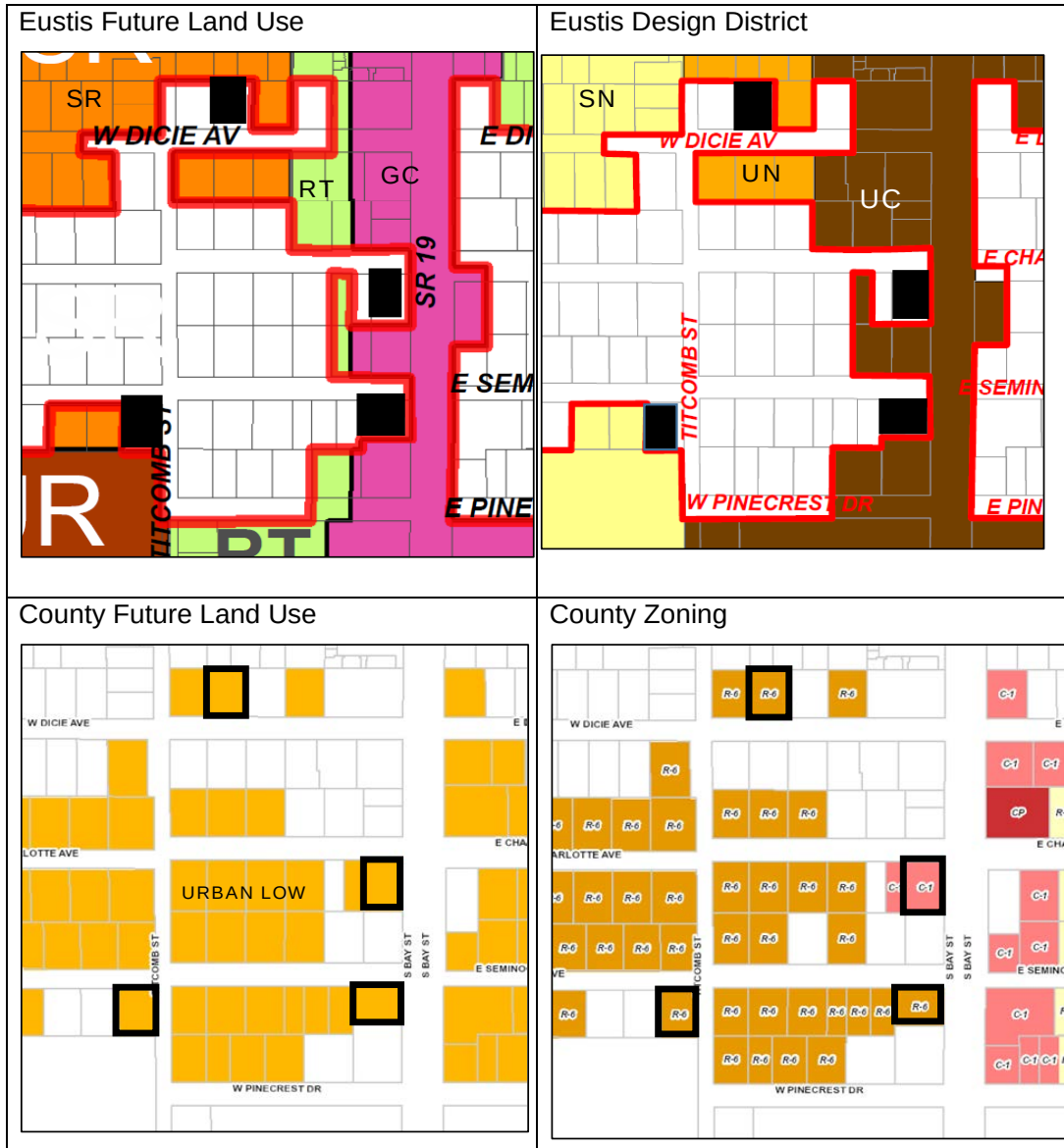
Address	Future Land Use	Design District
2400 S. Bay St.	General Commercial	Urban Corridor
2500 S. Bay St.	General Commercial	Urban Corridor
143 W. Dicie Ave.	Suburban Residential	Urban Neighborhood
200 W. Seminole Ave.	Suburban Residential	Suburban Neighborhood

Background:

1) Site Information

- a) The sites are developed with single-family residences and office uses.
- b) The sites are contiguous to the city limits.

FIGURE 1: CITY AND COUNTY FUTURE LAND USE, ZONING AND DESIGN DISTRICTS



c) County Future Land Use and Zoning

- i) The properties have a Lake County land use designation of Urban Low Density and a zoning of R-6 and C-1 (see Figure 1). These categories allow the following development patterns within the County:
 - (1) The Urban Low land use category allows for a range of residential uses up to 4 du/net acre, as well as professional office, limited commercial/retail, and services with an intensity up to 0.25 FAR. Limited light industrial uses may be allowed as a conditional use. Located on or in proximity to collector or arterial roadways to minimize traffic on local streets and provide convenient access to transit facilities.
 - (2) "R-6" Urban Residential District. The purpose of this district is to provide for medium Density single-family residential and multifamily housing usage in the Urban Future Land Use Category.
 - (3) "C-1" Neighborhood Commercial. The purpose of this district is to provide limited retail services of a convenience nature, serving a rural community or residential neighborhood.

d) City Future Land Use and Design District

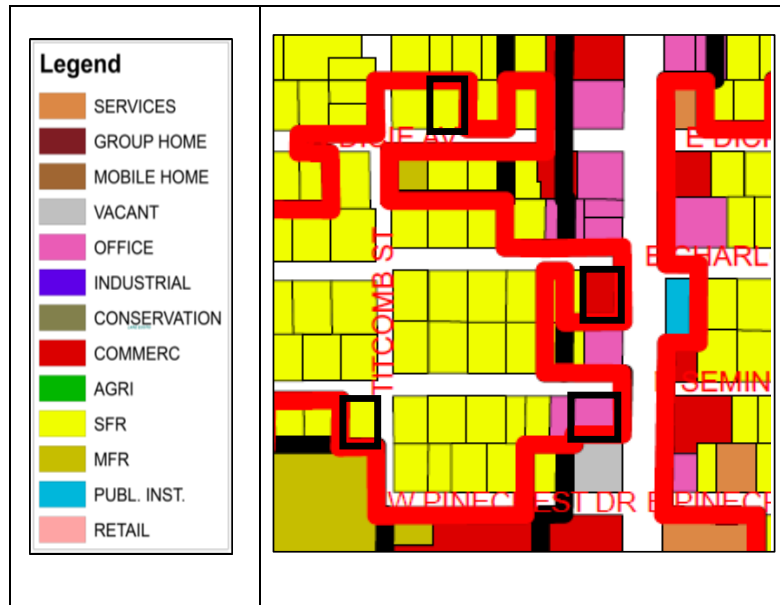
- i) Suburban Residential future land use district (See Figure 1). The SR areas have a maximum density of five units to one acre. The SR designation is intended to provide for a mix of single-family detached, patio homes and townhouse-type dwellings in a suburban atmosphere.
 - ii) General commercial district (GC). An area consisting of primarily freestanding commercial land uses serving both motorists and local residents with an intensity up to 0.35 FAR.
 - iii) The Suburban Neighborhood design district (See Figure 1). This district includes predominately residential uses with some neighborhood scale commercial services with parks and civic spaces as focal points in the neighborhoods.
 - iv) Urban neighborhood Design District. Predominately residential uses with some neighborhood scale commercial services. The district contains interconnected streets and blocks with alleys.
 - v) Urban corridor Design District. Linear concentrations of typically commercial uses that are predominately auto-oriented. The parcel size is primarily shallow in nature, compatible with the adjacent neighborhoods, and are predominately single-use areas that may include a mix of uses, retail, and residential.
- e) Figure 2 illustrates the existing uses of the property and surrounding area. The surrounding land uses are primarily single-family residences and office.

2) **Analysis of Annexation Request (Ord. No. 19-03):**

- a. Resolution No. 87-34 – Joint Planning Area Agreement with Lake County:
"The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area."

The properties are located within the Joint Planning Area. City potable water is available to serve the sites. Wastewater is available to the office uses (See public facilities and services analysis under item 5 below).

FIGURE 2: EXISTING LAND USES



- b. Florida Statutes Voluntary Annexation - Chapter 171.044(1) - “The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”

The Joint Planning Area boundaries define the reasonably compact area where the City could provide services effectively and efficiently. The subject properties lie within that planning area, and are contiguous to the City limits. This annexation is a natural extension of the City Limits.

- c. Florida Statutes Voluntary Annexation - Chapter 171.044(2): “...Said ordinance shall be passed after notice of the annexation has been published at least once each week for 2 consecutive weeks in some newspaper in such city or town...”

The department published notice of this annexation in the Daily Commercial in accordance with the requirements on March 18, 2019 and March 25, 2019.

- d. Florida Statutes Voluntary Annexation - Chapter 171.044(5): “Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

Annexation of the subject properties does not create enclaves, but is a natural extension of the City. These annexations are within an enclave and are reducing the size of the enclave.

- e. Florida Statutes Voluntary Annexation - Chapter 171.044(6): “Not fewer than 10 days prior to publishing or posting the ordinance notice required under subsection

(2), the governing body of the municipality must provide a copy of the notice, via certified mail, to the board of the county commissioners of the county wherein the municipality is located..."

The department provided notice to the Lake County Board of County Commissioners on March 8, 2019.

3) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. 19-04) in Accordance with Florida Statutes Chapter 163.3177.9:** The future land use element and any amendment to the future land use element shall discourage the proliferation of urban sprawl.

a) The primary indicators that a plan or plan amendment does not discourage the proliferation of urban sprawl are listed below. The evaluation of the presence of these indicators shall consist of an analysis of the plan or plan amendment within the context of features and characteristics unique to each locality in order to determine whether the plan or plan amendment:

(I) Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.

This indicator does not apply. The properties are part of an existing developed area with surrounding properties already developed at the appropriate density.

(II) Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.

This indicator does not apply. The properties are part of an existing developed area.

(III) Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.

This indicator does not apply. The properties are part of a developed residential and commercial use area permitted by the County and City. The proposed designations are consistent with the character of the surrounding area

(IV) Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.

The properties are part of a developed residential/commercial area. Any development will follow the City's adopted rules to conserve and protect natural resources and conservation areas.

(V) Fails to adequately protect adjacent agricultural areas and activities, including silviculture, active agricultural and silvicultural activities, passive agricultural activities, and dormant, unique, and prime farmlands and soils.

This indicator does not apply. These sites and adjacent areas do not support active agricultural or silvicultural activities. These sites are not prime farmland and have no unique soils.

(VI) Fails to maximize use of existing public facilities and services.

This indicator does not apply. The sites are already connected to City water. City water lines run along the front of the property, which will maximize the use of the existing facilities. Once the enclave is within the City Limits, wastewater lines may be extended to service this enclave.

(VII) Fails to maximize use of future public facilities and services.

This indicator does not apply. There are no future public facilities and services planned for this area.

(VIII) Allows for land use patterns or timing which disproportionately increase the cost in time, money, and energy of providing and maintaining facilities and services, including roads, potable water, sanitary sewer, stormwater management, law enforcement, education, health care, fire and emergency response, and general government.

This indicator does not apply. Adequate capacity is available to serve the existing development consistent with the requested SR and GC future land use designation. The City provides these services to other properties in the area, so efficiency will improve.

(IX) Fails to provide a clear separation between rural and urban uses.

This indicator does not apply. The properties are within an existing residential/commercial developed area permitted by the County and City.

(X) Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.

This indicator does not apply. The properties are already developed with single-family residences and offices.

(XI) Fails to encourage a functional mix of uses.

This indicator does not apply. This is an existing developed area.

(XII) Results in poor accessibility among linked or related land uses.

This indicator does not apply. These parcels are within an existing, mixed-use developed area. Access to the site is already developed.

(XIII) Results in the loss of significant amounts of functional open space.

This indicator does not apply. The properties are already developed.

b) The future land use element or plan amendment shall be determined to discourage the proliferation of urban sprawl if it incorporates a development pattern or urban form that achieves four or more of the following:

(I) Directs or locates economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.

The sites are part of an existing developed area in an established residential/commercial use area.

- (II) Promotes the efficient and cost-effective provision or extension of public infrastructure and services.

City water service is connected to the sites. Potable water capacity is adequate to serve the annexed property consistent with the requested SR and GC future land use designation. The transportation network has sufficient capacity to serve these sites. Upon annexation, the City will also provide other services such as fire and police protection. The City provides these services to other properties in the area, so efficiency will improve.

- (III) Promotes walkable and connected communities and provides for compact development and a mix of uses at densities and intensities that will support a range of housing choices and a multimodal transportation system, including pedestrian, bicycle, and transit, if available.

The parcels are part of an existing, residential/commercial area in an established neighborhood.

- (IV) Promotes conservation of water and energy.

Not applicable. The parcels are currently developed.

- (V) Preserves agricultural areas and activities, including silviculture, and dormant, unique, and prime farmlands and soils.

Not applicable. The sites do not support active agricultural or silvicultural activities.

- (VI) Preserves open space and natural lands and provides for public open space and recreation needs.

Not applicable. The parcels are part of an existing developed area, and the properties are already developed.

- (VII) Creates a balance of land uses based upon demands of the residential population for the nonresidential needs of an area.

The parcels are part of an existing, residential/commercial developed area in an established neighborhood.

- (VIII) Provides uses, densities, and intensities of use and urban form that would remediate an existing or planned development pattern in the vicinity that constitutes sprawl or if it provides for an innovative development pattern such as transit-oriented developments or new towns as defined in s. 163.3164.

Not applicable.

- 4) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. No. 19-04) in Accordance with Comprehensive Plan Future Land Use Element Appendix:** All applications for a Plan amendment relating to the development patterns described and supported within the Plan including, but not limited to, site specific applications for changes in land use designations, are presumed to involve a legislative function of local government which, if approved, would be by legislative act of the City and shall, therefore, be evaluated based upon the numerous generally acceptable planning, timing, compatibility, and public facility considerations detailed or inferred in the policies of the Plan. Each application for an amendment to the Map #1: 2035 Future Land Use Map by changing the land use designation assigned to a parcel of property shall also be reviewed to determine and assess any significant impacts to the policy

structure on the Comprehensive Plan of the proposed amendment including, but not limited to, the effect of the land use change on either the internal consistency or fiscal structure of the Plan.

This Plan amendment application review and evaluation process will be prepared and presented in a format consistent with the four (4) major categories of Plan policies as follows:

- A. General Public Facilities/Services: Since the Plan policies address the continuance, expansion and initiation of new government service and facility programs, including, but not limited to, capital facility construction, each application for a land use designation amendment shall include a description and evaluation of any Plan programs (such as the effect on the timing/financing of these programs) that will be affected by the amendment if approved. This analysis shall include the availability of, and actual and anticipated demand on, facilities and services serving or proposed to serve the subject property. The facilities and services required for analysis include emergency services, parks and recreation, potable water, public transportation if and when available, sanitary sewer, schools, solid waste, stormwater, and the transportation network.

Emergency Services Analysis: The properties are located approximately 0.95 miles from a City fire station with paramedical. These parcels are in an existing developed area and already receive City services.

Parks & Recreation: The parcels are already developed and included in existing recreational levels of service.

Potable Water & Sanitary Sewer: The applicant's properties are already connected to City water. Wastewater lines are connected to the S. Bay St. properties. The following outlines the water and sewer demand based on a maximum development potential scenario.

Potential Residential Demand

Water: 1 SF ERU = 300 GPD and 0.05 gpd/100 sf = 1 office ERU

2 ERU (SF) + (3400 + 2948)/100 x 0.05 = 3.174 ER = 5.174 ERU

5.174 ERU x 300 = 1,552 gpd

Wastewater – 1 ERU = 250 GPD

5.174 ERU x 250 = 1,294 gpd

According to the City of Eustis Public Works Department, water and sewer with sufficient capacity are available to the parcels.

Schools: The proposed change will not negatively impact schools. The parcels are developed and are included in school capacity calculations.

Solid Waste: The City contracts with Waste Management for hauling of solid waste. The company already services properties in the general area of the subject property. Serving this property will increase efficiency in delivery of services.

Stormwater: The sites are developed and included in any stormwater calculations.

Transportation Network Analysis: (Institute of Traffic Engineers Trip Generation Manual, 7th Edition). The existing uses are single family housing (210 land use) and general office (710 land uses), so there will be no additional impact to the transportation network.

- B. Natural Resources/Natural Features: The policies of the Plan also contain general regulatory guidelines and requirements for managing growth and protecting the environment. These guidelines will be used to evaluate the overall consistency of the land use amendment with the Comprehensive Plan. Specifically each amendment will be evaluated to 1) determine the existence of groundwater recharge areas; 2) the existence of any historical or archaeological sites; 3) the location of flood zones and the demonstration that the land uses proposed in flood-prone areas are suitable to the continued natural functioning of flood plains; and 4) the suitability of the soil and topography to the development proposed.

Ground water recharge areas: *The properties are part of an existing developed area, which has been evaluated for groundwater recharge.*

Historical or archaeological sites: *The City does not have any record of Florida Master Site Files related to this property and no known historical or cultural resources exist.*

Flood zones: *The subject properties are not within a flood zone or wetland.*

Soil and topography: *The subject properties have no soil or topographical constraints. They consist of disturbed urban land.*

- C. Comprehensive Plan Review: Additional criteria and standards are also included in the Plan that describe when, where and how development is to occur. Plan development policies will be used to evaluate the appropriateness of the compatibility of the use, intensity, location, and timing of the proposed amendment.

The current Lake County zoning designation of the subject properties are R-6 and C-1 and the land use designation is Urban Low. Single-family homes are adjacent to the residential sites and commercial uses are adjacent to the Bay St. sites. The sites are compatible with a City of Eustis FLU designations of Suburban Residential (SR) and General Commercial (GC).

- D. Transportation: Each application for a land use designation amendment will be required to demonstrate consistency with the Transportation Element of the adopted Comprehensive Plan.

The sites are already developed and incorporated into all transportation plans.

- E. Water Supply: Each application for a land use designation amendment will be required to demonstrate that adequate water supplies and associated public facilities are (or will be) available to meet the projected growth demands.

Public utilities and services are available. Refer to 4.A. above for more information. The City's adopted Water Supply Plan anticipated additional growth consistent with this development, so both supply and capacity are available.

- 5) **Analysis of Comprehensive Plan/Future Land Use Request (Ord. No. 19-04) in Accordance with Chapter 102-16(f), Land Development Regulations, Standards for Review:** In reviewing the application of a proposed amendment to the comprehensive plan, the local planning agency and the city commission shall consider:

- (1) Whether the proposed amendment is consistent with all expressed policies the comprehensive plan.

The proposed amendment is consistent with the Comprehensive Plan. See analysis above under item 4, A through D.

- (2) Whether the proposed amendment is in conflict with any applicable provisions of these land development regulations.

All properties are developed. Any new development will follow the standards contained within the City's LDRs.

- (3) Whether, and the extent to which, the proposed amendment is inconsistent with existing and proposed land uses.

The GC and SR land use designations are consistent with the surrounding development.

- (4) Whether there have been changed conditions that justify an amendment.

The applicants wish to annex their properties into the City limits of Eustis. Assignment of a City of Eustis future land use designation is required. These changed conditions warrant a change in the land use designation.

- (5) Whether, and the extent to which, the proposed amendment would result in demands on public facilities, and whether, or to the extent to which, the proposed amendment would exceed the capacity of such public facilities, infrastructure and services, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

City water service is available to the sites. Upon annexation, the City will also provide other services such as fire and police protection, library services, parks, and recreation. The City provides these services to other properties in the area, so efficiency will improve.

- (6) Whether, and the extent to which, the proposed amendment would result in significant impacts on the natural environment.

All parcels are developed and will have no impact to the environment.

- (7) Whether, and the extent to which, the proposed amendment would result in an orderly and logical development pattern, specifically identifying any negative effects on such pattern.

These parcels are contiguous to the City limits, which will result in orderly and logical development.

- (8) Whether the proposed amendment would be consistent with or advance the public interest, and in harmony with the purpose and intent of these land development regulations.

The purpose and intent of the Land Development Regulations are as follows:

“The general purpose of this Code is to establish procedures and standards for the development of land within the corporate boundaries and the planning area of the city, such procedures and standards being formulated in an effort to promote the public health, safety and welfare and enforce and implement the city's comprehensive plan, while permitting the orderly growth and development with the city and Eustis planning area consistent with its small town community character and life style.”

The proposed SR and GC future land use designations for the subject parcels will provide for orderly growth and development. These designations would advance the public interest by providing housing options, and application of the LDRs to the future development will ensure consistency with the community character and lifestyle.

- (9) Any other matters that may be deemed appropriate by the local planning agency or the city commissioners, in review and consideration of the proposed amendment.

Properties within the Eustis Planning Area have been deemed appropriate for annexation; and as such, would warrant a more appropriate, municipal land use designation than that of the County.

- 6) **Analysis of Design District Request (Ord. No. 19-05)**: The City's Land Development Regulations are a form-based code. Design districts are unique to form-based codes. Lake County still uses traditional Euclidean zoning, so there are no design districts for parcels in unincorporated Lake County. When a parcel annexes into the City of Eustis, the City must assign a consistent design district that follows the urban, suburban and rural transect

Section 102-17 of the Land Development Regulations includes the following standards for review of an amendment to the Design District Map. In approving a change in the designation, the City Commission shall consider:

- (1) Whether the amendment is in conflict with any applicable provisions of the Code.

- a) Section 102-17(a) “...Section 109-3 Design Districts, identifies the definition, structure and form of each design district. The assignment of design district must follow the district pattern and intent.”

The requested amendment assigns a newly annexed parcel a designation that meets the district pattern and intent (Suburban Neighborhood, Urban Neighborhood and Urban Corridor). The Suburban and Urban development patterns and intent, and the Suburban Neighborhood, Urban Neighborhood and Urban Corridor definition, structure and form descriptions are stated below. The assignment of a Suburban Neighborhood, Urban Neighborhood and Urban Corridor design district designations are appropriate due to the established and proposed development patterns in the area.

The City of Eustis Design District Map (see Figure 1) shows the surrounding area Design Districts.

- b) Section 109-5.3 Urban Development pattern intent statements

- (1) Urban neighborhood.

- (a) Definition. Predominately residential uses with some neighborhood scale commercial services.

- (b) Structure. Interconnected streets and blocks with alleys
- (c) Form. Mix of unit types with focus on "center" park, civic or neighborhood commercial/retail feature

(2) Urban corridor.

- (a) Definition. Linear concentrations of typically commercial uses, predominately auto-oriented uses. The parcel size is primarily shallow in nature, compatible with the adjacent neighborhoods.
- (b) Structure. Interconnected driveways or rear lanes, access ways
- (c) Form. Predominately single-use areas that may include a mix of uses, retail, and residential

c) Section 109-5.5. Suburban development pattern intent statements:

- i. Intent. Suburban development pattern...relies primarily on a pattern of residential development that provides the majority of property owners with substantial yards on their own property. Nonresidential uses are primarily located on corridors, districts and a mix of uses is prominent in centers.
- ii. Design districts: Suburban Neighborhood:
 - a. Definition. Predominately residential uses with some neighborhood scale commercial services.
 - b. Structure. Interconnected trails, bikeways and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods.
 - c. Form. Mix of detached residential uses with some neighborhood supporting retail, parks and civic spaces as focal points in the neighborhoods.

d) Section 102-17(a) The following guidelines must be followed when proposing the reassignment of design district:

- i) Compatible intensities should face across streets. Changes in design districts should occur along rear alleys or lanes or along conservation edges.

The requested design district designations are consistent with the designation of the surrounding area.

- ii) Where new development will abut an existing or approved neighborhood, the new development should establish similar or compatible transect conditions.

The parcels are part of an existing residential/commercial development pattern. The design district designations are the same as the designation of the surrounding area.

- (2) Whether the proposed amendment is consistent with all elements of the comprehensive plan.

The requested amendment is consistent with the Future Land Use element (including Policy FLU 1.2.4, Development Patterns and FLU 1.3.2. Maintain Residential Compatibility), as well as all other elements of the Comprehensive Plan.

- (3) Whether, and the extent to which, the proposed design district is consistent with existing and proposed land uses.

The Design District definitions, structure and form are compatible with the existing uses and any proposed uses permitted under the SR and GC future land use designations.

- (4) Whether there have been changed conditions that justify amending the design district.

The subject properties are proposed for annexation so a Design District assignment is necessary. The conditions have changed from land located in unincorporated Lake County within the City of Eustis with full municipal services.

- (5) Whether, and the extent to which, the proposed redistricting would result in demands on public facilities, and whether, or to the extent to which, the proposed change would exceed the capacity of such public facilities, including, but not limited to police, roads, sewage facilities, water supply, drainage, solid waste, parks and recreation, schools, and fire and emergency medical facilities.

This amendment will not change the demand on public facilities. The Future Land Use designation controls the density and intensity permitted on the site, so the Design District map amendment would not result in impacts beyond that already anticipated. Also see analysis of public facilities in above sections of this report.

- (6) Whether, and the extent to which, the redistricting would result in significant impacts on the natural environment.

The proposed Design District designations for these properties does not change the development potential of the parcels. Design Districts control the form and function of any development that does occur. The Future Land Use designation controls the density, intensity and minimum open space permitted on the site, so the Design District amendment would not result in additional impacts on the natural environment.

- (7) Whether, and the extent to which, the proposed redistricting would affect the property values in the area.

This request should not affect property values, because the proposed Design District designations are consistent with the surrounding development patterns and design districts.

- (8) Whether, and the extent to which, the proposed redistricting would result in an orderly and logical development pattern.

Assignment of the requested designations will result in a more orderly and logical development pattern; making the designation consistent with the surrounding area designations and established development patterns.

- (9) Whether the proposed redistricting would be in conflict with the public interest, and in harmony with the purpose and intent of these regulations.

The proposed Design Districts are not in conflict with the public interest and reflect the purpose and intent of the regulations.

- (10) Any other matters that may be deemed appropriate by the city commission, in review and consideration of the proposed redistricting.

The City's Land Development Regulations are a form-based code. The Design District designations define the development form, but not the types of land uses, densities, intensities or required open space. The districts, therefore, must be consistent and

follow the urban, suburban and rural transect. This request assigns a designation to an annexation parcel.

7) Applicable Policies and Codes

a. Resolution No. 87-34 – Joint Planning Area Agreement with Lake County:

“The City and the County agree that the unincorporated areas adjacent to the City might be appropriately served by urban services provided by the City, and might therefore be annexed into the City in accordance with State law. The City agrees to annex property in accordance with State law and provide adequate urban services and facilities to serve those areas within the Joint Planning Area.”

b. Florida Statutes Chapter 171.044: Voluntary Annexation:

1) “The owner or owners of real property in an unincorporated area of a county which is contiguous to a municipality and reasonably compact may petition the governing body of said municipality that said property be annexed to the municipality.”

2) “Land shall not be annexed through voluntary annexation when such annexation results in the creation of enclaves.”

c) Land Development Regulations Section 109-2.3: Outlines the general intent of the Suburban Residential District in the City. This land use designation is intended to have a maximum density of five units to one acre. The SR designation is intended to provide for a mix of single-family detached, patio homes and townhouse-type dwellings in a suburban atmosphere.

d) Land Development Regulations Section 109-2.4: General commercial district (GC). An area consisting of primarily freestanding commercial land uses serving both motorists and local residents. This land use designation is intended to have a maximum FAR of 0.35.

e) Land Development Regulations Section 109-5.5: The Suburban Neighborhood Design District is predominately residential uses with some neighborhood scale commercial services and interconnected trails, bikeways and walkways with a street framework comprised of a range of blocks permitted throughout the neighborhoods. The mix of detached residential uses with some neighborhood supporting retail, parks and civic spaces act as focal points in the neighborhoods.

f) Land Development Regulations Section 109-5.3: Urban neighborhood. Predominately residential uses with some neighborhood scale commercial services. Interconnected streets and blocks with alleys. Mix of unit types with focus on "center" park, civic or neighborhood commercial/retail feature. Maximum density of 8 du/acre.

g) Land Development Regulations Section 109-5.3: Urban corridor. Linear concentrations of typically commercial uses, predominately auto-oriented uses. The parcel size is primarily shallow in nature, compatible with the adjacent neighborhoods.

8) Fiscal Impact:

a. The current assessed value of the subject properties is \$566,701.

b. Based on the current millage rate of 7.581, annexation of the property could increase annual operating revenues, by as much as \$4,296.16.

Alternatives:

1. Approve Ordinance Nos. 19-09 (Annexation), 19-10 (Comp. Plan Amendment), and/or 19-11 (Design District Designation) for property located at 2400 and 2500 S. Bay Street, 200 W. Seminole Ave. and 143 W. Dicie Ave.
2. Deny Ordinance Nos. 19-09, and 19-10, and 19-11.

Discussion of Alternatives:

1. Alternative 1 approves the ordinances.

Advantages:

- The action would be consistent with the expansion plans for the City in accordance with the adopted Eustis Planning Area.
- Annexation could increase the tax base of the City and increase the annual operating revenues.
- The City would have a more compact service area for utilities, police, and fire to increase efficiency and level of service. A more compact service area can reduce the overall per capita cost of providing urban services.
- The land use change and design district assignment are consistent with the proposed use of the property and the nature of the surrounding area.
- The action could encourage additional development and/or annexations in that area.

Disadvantages:

- No disadvantages.

2. Alternative 2 denies the Ordinances. (If Ordinance No. 19-09 is denied, the Commission cannot approve Ordinance Nos. 19-10 and 19-11.)

Advantages:

- There are no advantages to denying the ordinances.

Disadvantages:

- Denying annexation would create a gap in the City's natural growth boundary as defined by the Eustis Planning Area.
- The action would eliminate the potential for increased operating revenue and the subject properties would continue to receive the indirect benefits of City services that are provided to adjacent properties without paying City taxes.
- The City would continue to experience gaps in its service area causing service inefficiency and confusion regarding City boundaries.

Community Input:

The department has notified surrounding property owners within 500 feet of the site; the proper legal advertisements have been placed in the newspaper; and the site has been posted. To date the department has received 1 response from residents or adjacent property owners for comment or additional information.

Budget / Staff Impact:

There would be no direct costs to the City beyond the normal City services. There would be no additional staff time beyond the normal review process.

Reviewed By: Lori Barnes, AICP Development Services Director

Prepared By: Roland Magyar, AICP, Senior Planner

Attachments:

Ordinance No. 19-09, 19-10, 19-11 (including Exhibit A),

Surrounding Property Owner Notice of Hearing, and Advertisements

ORDINANCE NO. 19-09

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, FLORIDA; VOLUNTARILY ANNEXING APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST., 200 W. SEMINOLE ROAD, 143 W. DICIE AVENUE, AND 2500 S. BAY ST., EUSTIS, FL.

WHEREAS, North River Ltd. Partnership, Carol English and Dea Smith, Pablo and Miriam Rodriguez, and Glenn Tyre, Trustee, the legal owners of record, have made application for voluntary annexation of approximately 1.19 acres of real property located at 2400 S. Bay St., 200 W. Seminole Rd., 143 W. Dicie Ave. and 2500 S. Bay St. more particularly described as:

Tax ID: 14-19-26-2600-009-00100

LYNNHURST LOTS 1, 2, BLK 9 PB 8 PG 50 ORB 1033 PG 1021

Tax ID: 14-19-26-0003-000-08200

FROM NE COR OF SE 1/4 OF SW 1/4 OF SW 1/4 OF SEC 14-19-26 RUN S 0-42-0 E 173 FT FOR POB, RUN S 89-28-30 W 95 FT, S 0-42-0 E 123 FT, N 89-28-30 E 95 FT, N 0-42-0 W 123 FT TO POB ORB 5092 PG 279

Tax ID: 14-19-26-2600-007-01500

LYNNHURST LOTS 15, 16, BLK 7 PB 8 PG 50 ORB 4748 PG 2151

Tax ID: 14-19-26-2600-010-00101

LYNNHURST SUB N 100 FT OF LOTS 1 & 2, E 1/2 OF LOT 3 IN BLK 10 PB 8 PG 50 ORB 727 PG 2323 ORB 3813 PG 481

WHEREAS, the subject properties are reasonably compact and contiguous to the City of Eustis boundary; and

WHEREAS, the annexation of the properties will not result in the creation of enclaves; and

WHEREAS, the subject properties are located within the City of Eustis Planning Area and City services are available; and

WHEREAS, on April 18, 2019 the City Commission held the 1st Public Hearing to consider the voluntary annexation of the property contained herein; and

WHEREAS, on May 2, 2019, the City Commission held the 2nd Public Hearing to consider the voluntary annexation of the property contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. That pursuant to, and under the authority of, Florida Statute 171.044, the City of Eustis, Lake County, Florida, does hereby annex and amend the municipal boundaries to include approximately 1.19 acres of real property located at 2400 S. Bay St., 200 W. Seminole Rd., 143 W. Dicie Ave. and 2500 S. Bay St, as described above.

A map depicting the location of the annexed property described above is attached hereto as Exhibit "A".

Section 2. That the Director of Development Services shall be authorized to amend the City of Eustis Boundary Map to incorporate the changes described in Section 1.

Section 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. That upon final passage and adoption, the City Clerk is hereby directed to file a copy hereof with the Clerk of the Circuit Court, the County Manager for Lake County, Florida, and the Department of State for the State of Florida within 7 days after the adoption of such ordinances.

Section 5. That should any section, phrase, sentence, provision or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 6. That this Ordinance shall become effective upon passing.

Section 7. That the property annexed in this Ordinance is subject to the Future Land Use Element of the Lake County Comprehensive Plan until the City adopts the Comprehensive Plan Amendment to include the annexed parcel in the City Comprehensive Plan.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this ____ day of _____, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____, 2019 by Michael L. Holland, Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

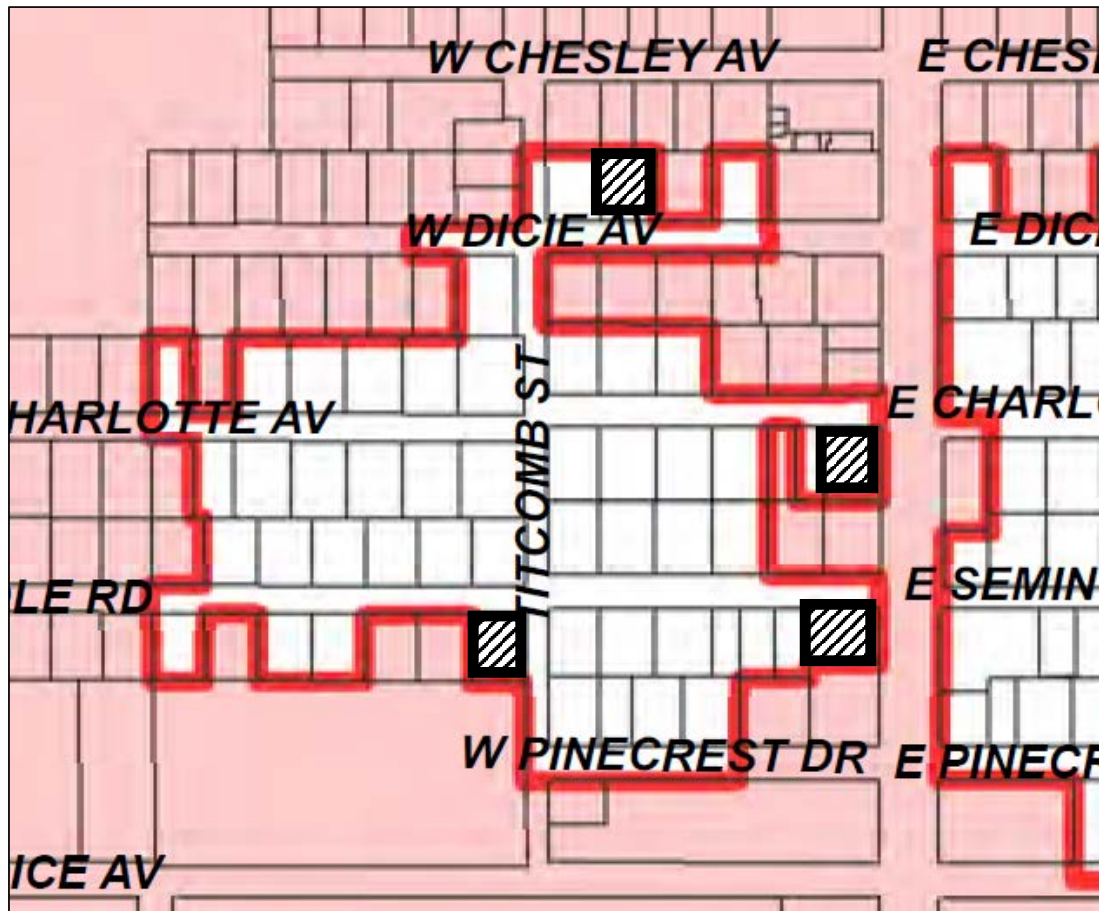
CERTIFICATE OF POSTING

The foregoing Resolution No. 19-09 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Exhibit A



ORDINANCE NO. 19-10

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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST. AND 2500 S. BAY ST. FROM URBAN LOW IN LAKE COUNTY TO GENERAL COMMERCIAL (GC), AND 200 W. SEMINOLE ROAD, AND 143 W. DICIE AVENUE, FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), IN THE CITY OF EUSTIS.

WHEREAS, on November 4, 2010, the Eustis City Commission adopted the City of Eustis Comprehensive Plan 2010-2035 through Ordinance No. 10-11; and

WHEREAS, State of Florida Department of Community Affairs found the City of Eustis Comprehensive Plan 2010-2035 In Compliance pursuant to Sections 163.3184, 163.3187, and 163.3189 Florida Statutes; and

WHEREAS, the City of Eustis periodically amends its Comprehensive Plan in accordance with Chapter 163.3187 and 163.3191, Florida Statutes; and

WHEREAS, the City of Eustis desires to amend the Future Land Use Map Series to change the Future Land Use designation on approximately 1.19 acres of recently annexed real property located at 2400 S. Bay St., 200 W. Seminole Rd., 143 W. Dicie Ave. and 2500 S. Bay St., and more particularly described herein; and

WHEREAS, on April 18, 2019, the Local Planning Agency held a Public Hearing to consider the adoption of a Small Scale Future Land Use Amendment for this change in designation; and

WHEREAS, on April 18, 2019, the City Commission held the 1st Adoption Public Hearing to accept the Local Planning Agency's recommendation to adopt the Small Scale Future Land Use Amendment contained herein; and

WHEREAS, on May 2, 2019, the City Commission held the 2nd Adoption Public Hearing to consider the adoption of the Small Scale Future Land Use Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Land Use Designation

That the Future Land Use Designation of the real property as described below shall be changed from Lake County Urban Low to Suburban Residential within the City of Eustis:

Tax ID: 14-19-26-2600-007-01500

LYNNHURST LOTS 15, 16, BLK 7 PB 8 PG 50 ORB 4748 PG 2151

Tax ID: 14-19-26-0003-000-08200

FROM NE COR OF SE 1/4 OF SW 1/4 OF SW 1/4 OF SEC 14-19-26 RUN S 0-42-0 E 173 FT FOR POB, RUN S 89-28-30 W 95 FT, S 0-42-0 E 123 FT, N 89-28-30 E 95 FT, N 0-42-0 W 123 FT TO POB ORB 5092 PG 279

That the Future Land Use Designation of the real property as described below

shall be changed from Lake County Urban Low to General Commercial within the City of Eustis:

Tax ID: 14-19-26-2600-009-00100
LYNNHURST LOTS 1, 2, BLK 9 PB 8 PG 50 ORB 1033 PG 1021

Tax ID: 14-19-26-2600-010-00101
LYNNHURST SUB N 100 FT OF LOTS 1 & 2, E 1/2 OF LOT 3 IN BLK 10 PB 8 PG 50 ORB 727 PG 2323 ORB 3813 PG 481

Section 2. **Map Amendment and Notification**

That the Director of Development Services shall be authorized to amend the Future Land Use Map of the Comprehensive Plan to incorporate the change described in Section 1 and provide appropriate notification in accordance with Florida Statutes.

Section 3. **Conflict**

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. **Severability**

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. **Effective Date**

That this Ordinance shall not become effective unless and until the annexation of the subject property becomes effective through approval of Ordinance No. 19-09. Further, the effective date of this plan amendment, if the amendment is not timely challenged, shall be 31 days after the Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Department of Economic Opportunity.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this _____ day of _____, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland

Mayor/Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____, 2019 by Michael L. Holland, Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida

My Commission Expires: _____

Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Resolution No. 19-10 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

ORDINANCE NO. 19-11

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD, URBAN NEIGHBORHOOD AND URBAN CORRIDOR DESIGN DISTRICT DESIGNATIONS TO APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST., 200 W. SEMINOLE ROAD, 143 W. DICIE AVENUE, AND 2500 S. BAY ST., EUSTIS, FL.

WHEREAS, the City of Eustis desires to amend the Design District Map of the Land Development Regulations adopted under Ordinance No. 09-33 to assign a Design District designation of Suburban Neighborhood to approximately 1.19 acres of real property located at 2400 S. Bay St., 200 W. Seminole Rd., 143 W. Dicie Ave. and 2500 S. Bay St. and

WHEREAS, on April 18, 2019, the City Commission held the 1st Public Hearing to consider the Design District Amendment contained herein; and

WHEREAS, on May 2, 2019, the City Commission held the 2nd Public Hearing to consider the adoption of the Design District Amendment contained herein;

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. Design District Designation

That the Design District Designation of the real properties described below shall be Suburban Neighborhood:

Tax ID: 14-19-26-0003-000-08200

FROM NE COR OF SE 1/4 OF SW 1/4 OF SEC 14-19-26 RUN S 0-42-0 E 173 FT FOR POB, RUN S 89-28-30 W 95 FT, S 0-42-0 E 123 FT, N 89-28-30 E 95 FT, N 0-42-0 W 123 FT TO POB ORB 5092 PG 279

That the Design District Designation of the real properties described below shall be Urban Neighborhood:

Tax ID: 14-19-26-2600-007-01500

LYNNHURST LOTS 15, 16, BLK 7 PB 8 PG 50 ORB 4748 PG 2151

That the Design District Designation of the real properties described below shall be Urban Corridor:

Tax ID: 14-19-26-2600-009-00100

LYNNHURST LOTS 1, 2, BLK 9 PB 8 PG 50 ORB 1033 PG 1021

Tax ID: 14-19-26-2600-010-00101

LYNNHURST SUB N 100 FT OF LOTS 1 & 2, E 1/2 OF LOT 3 IN BLK 10 PB 8 PG 50 ORB 727 PG 2323 ORB 3813 PG 481

Section 2. Map Amendment

That the Director of Development Services shall be authorized to amend the Design District Map to incorporate the change described in Section 1.

Section 3. Conflict

That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. Severability

That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. Effective Date

That this Ordinance shall become effective upon annexation of the subject properties through approval of Ordinance No. 19-09.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this _____ day of _____, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland.
Mayor/Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this _____ day of _____, 2019 Michael L. Holland, Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance No. 19-11 is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Notice of Public Hearing

You are receiving this notice because you own property within 500 feet of a land development request (see below). This is part of the City's notification process to inform the public of this request. If you have questions regarding this request, please contact us at 352-483-5460. If you have no questions or do not wish to attend the meeting, you may disregard this notice.

TO: Surrounding Property Owners
FROM: Roland D. Magyar, Senior Planner
DATE: March 21, 2019
RE: Notice of Quasi-Judicial Public Hearing
Ordinance Nos.: 19-09, 19-10, 19-11

Notice is hereby given for the following public hearings to be held in the City Commission Chambers, City Hall, 10 N. Grove Street, Eustis, FL, regarding Annexation and Future Land Use and Design District map amendments of 1.19 acres of real property located at 2400 S. Bay St., 200 W. Seminole Rd., 143 W. Dicie Ave. and 2500 S. Bay St.

1. The Local Planning Agency will hold a public hearing on April 4, 2019 at 5:50 PM, or as may be continued at their discretion, to consider a change the land use designation of the subject properties from Urban Low in Lake County to Suburban Residential (SR) and General Commercial (GC) in the City of Eustis.
2. The Eustis City Commission will conduct two Quasi-Jurisdictional Public Hearings at **6:00 PM**, or as may be continued at their discretion, regarding the following ordinances on the following dates:

Ordinance 19-09 is a voluntary annexation of 1.19 acres located at 2400 S. Bay St., 200 W. Seminole Rd., 143 W. Dicie Ave. and 2500 S. Bay St.

Ordinance 19-10 is a small Scale Comprehensive Plan Amendment to change the Future Land Use designation of said properties from Urban Low in Lake County to Suburban Residential (SR) and General Commercial (GC) in the City of Eustis.

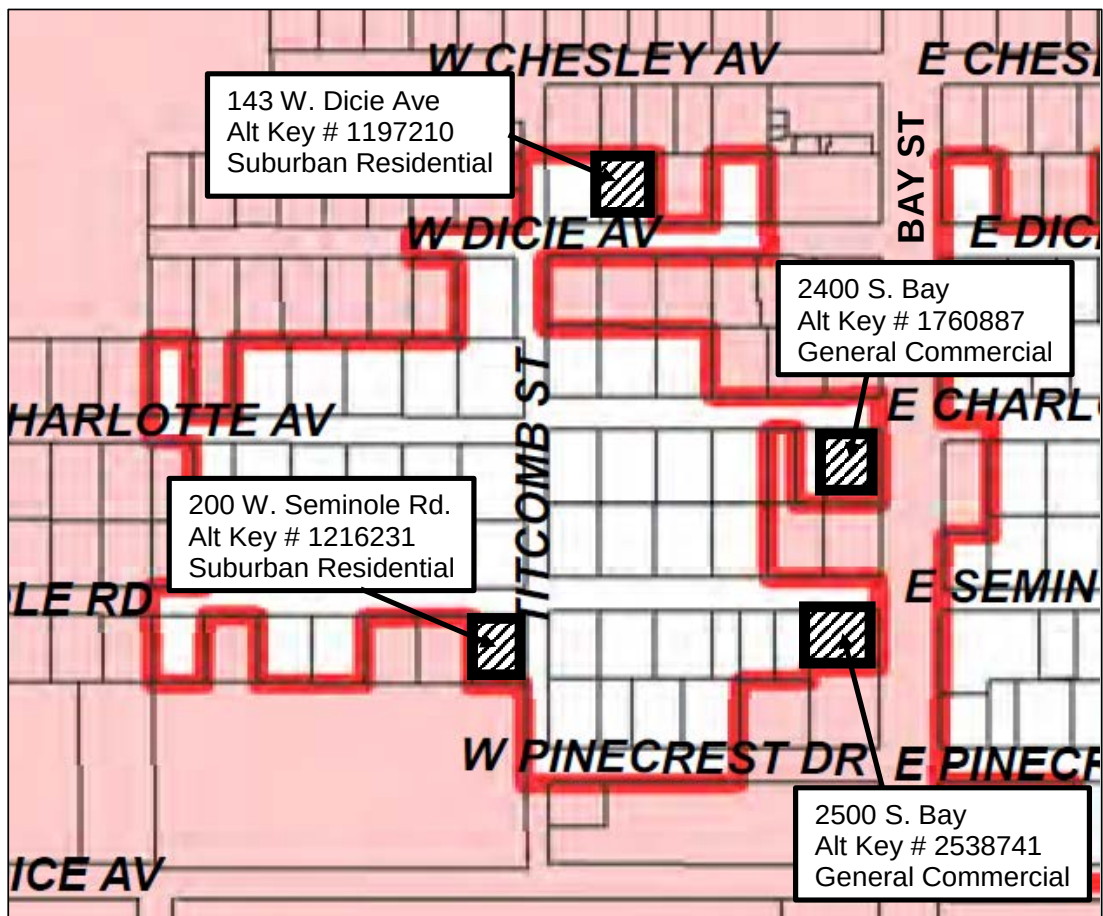
Ordinance 19-11 is the assignment of the Design District designation of Suburban Neighborhood and Urban Corridor to this property.

1 st Reading	2 nd Reading
April 4, 2019	April 18, 2019

A Location Map is provided on the reverse side.

The case file, complete legal description of the property and proposed ordinance will be available for examination beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at (352) 483-5460 if you have any questions

LOCATION MAP



Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086003
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$177.00

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-PLUS-01 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-04 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-04: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 10.97 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. OR 44 FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), AND 1706 VIRGINIA AVENUE FROM URBAN MEDIUM IN LAKE COUNTY TO URBAN RESIDENTIAL (UR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086003
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$177.00
Tax	\$0.00
Sub Total	\$177.00
Prepaid Amount	\$0.00
Balance Due	\$177.00

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

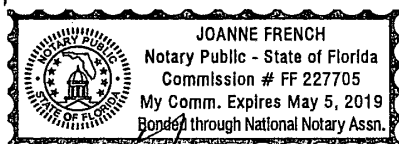
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar
A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086003

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-01 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-04 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-04: AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE CITY OF EUSTIS COMPREHENSIVE PLAN PURSUANT TO 183.3187(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 10.97 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44 FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), AND 1706 VIRGINIA AVENUE FROM URBAN MEDIUM IN LAKE COUNTY TO URBAN RESIDENTIAL (UR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086003
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086000
Phone: (352) 483-5430
Date: 03/19/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-05 No	03/18/2019	03/18/2019	\$115.08

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-05

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-05 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10.97 ACRES OF REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44, AND 1706 VIRGINIA AVENUE.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352- 483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a *verbatim record* of the proceedings is made, which includes the testimony and evidence

upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086000
March 18, 2019

RECEIVED

MAR 22 2019

Payment Info	
Ad Price	\$115.08
Tax	\$0.00
Sub Total	\$115.08
Prepaid Amount	\$0.00
Balance Due	\$115.08

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

ORD 19-05

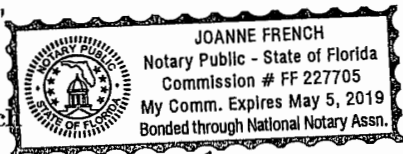
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086000

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-05

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-05 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 10.97 ACRES OF REAL PROPERTY LOCATED AT EAST BATES AVENUE 1200 FEET EAST OF E. CR 44, AND 1708 VIRGINIA AVENUE.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4-N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086000
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086004
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$171.84

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-02 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-07 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-07: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 0.19 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT 443 OHIO BLVD. FROM URBAN MEDIUM IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hear-

ing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086004
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$171.84
Tax	\$0.00
Sub Total	\$171.84
Prepaid Amount	\$0.00
Balance Due	\$171.84

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared

Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

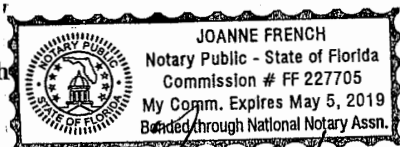
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of mar
A.D., 2019.

Joanne French
Notary Public



(Print, Type or Stamp Name of Notary Public)

AD#

10086004

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-02 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-07 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-07: 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(4) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF 0.19 ACRES OF RECENTLY ANNEXED REAL PROPERTY LOCATED AT 443 OHIO BLVD. FROM URBAN MEDIUM IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR) IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing

for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086004
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086001
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-08 No	03/18/2019	03/18/2019	\$111.64

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-08

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-08 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 0.19 ACRES OF REAL PROPERTY LOCATED AT 443 OHIO BLVD.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons

with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086001.
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$111.64
Tax	\$0.00
Sub Total	\$111.64
Prepaid Amount	\$0.00
Balance Due	\$111.64

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

ORD 19-08

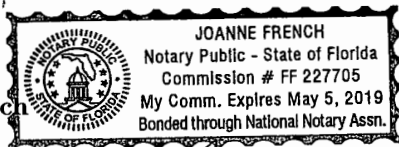
was published in said newspaper in the issues of:

March 18, 2019

Affiant further says that the said Daily Commercial is published at Leesburg, in said Lake County, Florida, and that the said newspaper has heretofore been continuously published in said Lake County, Florida, daily, and has been entered as second class mail matter at the post office in Leesburg, in said Lake County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 19 day of Mar
A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086001

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-08

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-08 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD DESIGN DISTRICT DESIGNATION TO APPROXIMATELY 0.19 ACRES OF REAL PROPERTY LOCATED AT 443 OHIO BLVD.

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance. The case file, complete legal description of the property and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-5460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086001
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086005
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMM	03/18/2019	03/18/2019	\$178.72

**CITY OF EUSTIS
NOTICE OF COMPREHENSIVE PLAN
CHANGE
CITY COMMISSION PUBLIC HEARING
NOTICE**

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-03 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-10 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

ORDINANCE NO. 19-10: 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(1) F.S.; CHANGING THE FUTURE LAND USE DESIGNATION OF APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST. AND 2500 S. BAY ST. FROM URBAN LOW IN LAKE COUNTY TO GENERAL COMMERCIAL (GC), AND 200 W. SEMINOLE ROAD, AND 143 W. DICIE AVENUE, FROM URBAN LOW IN LAKE COUNTY TO SUBURBAN RESIDENTIAL (SR), IN THE CITY OF EUSTIS.

Public hearings on the proposal will be held as follows:

On April 4, 2019 at 5:50 p.m., the Local Planning Agency will meet and hold a Public Hearing for the purpose of making recommendations to the City Commission.

On April 4, 2019 at 6:00 p.m., City Commission, as part of its regular meeting, will hold a Public Hearing for the purpose of accepting the LPA recommendations and conduct the first reading of the proposed Comprehensive Plan Amendment.

On April 18, 2019 at 6:00 p.m., the City Commission, as part of its regular meeting, will hold a Public Hearing, for the purpose of conducting the second reading of the Adoption Ordinance.

All meetings will be held in the City Commission Room at Eustis City Hall, 10 N. Grove St., Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the Comprehensive Plan Amendment.

The case file, complete legal description of the property, and proposed ordinance will be available beginning approximately five working days before the hearing from 8:00 a.m. to 5:00 p.m. at Development Services, 4 N. Grove St., the Office of the City Clerk, 10 N. Grove St., or at www.eustis.org. Please contact our office at 352-483-6460 if you have any questions.

If a person decides to appeal any decision made by the commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105). Persons with disabilities needing assistance to participate in these proceedings should contact the City Clerk at 352-483-5430 at least 48 hours before the hearing date.

Roland Magyar, AICP, Senior Planner,
Eustis, FL

Ad No: 10086005
March 18, 2019

RECEIVED

MAR 22 2019

Payment Info	
Ad Price	\$178.72
Tax	\$0.00
Sub Total	\$178.72
Prepaid Amount	\$0.00
Balance Due	\$178.72

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

who on oath says that she is an authorized employee of the Daily Commercial, a daily newspaper published at Leesburg, in Lake County, Florida; that the attached copy of advertisement, being a notice in the matter of

City of Eustis

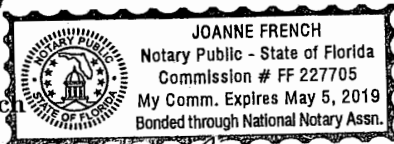
was published in said newspaper in the issues of:

March 18, 2019

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Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



Joanne French
(Print, Type or Stamp Name of Notary Public)

AD#

10086005

CITY OF EUSTIS NOTICE OF COMPREHENSIVE PLAN CHANGE CITY COMMISSION PUBLIC HEARING NOTICE

The City of Eustis proposes to adopt Future Land Use Amendment 2019-CPLUS-03 to the City of Eustis Comprehensive Plan, by Ordinance No. 19-10 to change the Future Land Use map designation of the property described below. The proposed Small Scale Comprehensive Plan Amendment is described as follows:

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Public hearings on the proposal will be held as follows:

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Roland Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086005
March 18, 2019

RECEIVED

MAR 22 2019

Daily Commercial

Advertising Receipt

The Daily Commercial
PO Box 490007
Leesburg, FL 34749-0007
Phone: (352) 365-8200
Fax: (352) 365-1951

City of Eustis (Legals)
P.O. DRAWER 68
EUSTIS, FL 32727-0068

Account Number: 4108071
Order Number: 10086002
Phone: (352) 483-5430
Date: 03/15/19
Ad Taker: Joanne French

Ad Classification: LEGAL NOTICES

Description	Start	End	Total
NOTICE OF QUASI-JUDICIAL PUBLIC HEARING ORDINANCE NO. 19-11 No	03/18/2019	03/18/2019	\$118.52

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-11

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-11 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD, URBAN NEIGHBORHOOD AND URBAN CORRIDOR DESIGN DISTRICT DESIGNATIONS TO APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST., 200 W. SEMINOLE ROAD, 143 W. DICIE AVENUE, AND 2500 S. BAY ST.

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Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086002
March 18, 2019

RECEIVED
MAR 22 2019

Payment Info	
Ad Price	\$118.52
Tax	\$0.00
Sub Total	\$118.52
Prepaid Amount	\$0.00
Balance Due	\$118.52

Affidavit of Publication

DAILY COMMERCIAL

Leesburg, Lake County Florida
STATE OF FLORIDA, COUNTY OF LAKE

Before the undersigned authority personally appeared
Lisa Clay

Lisa Clay

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Ord 19-11

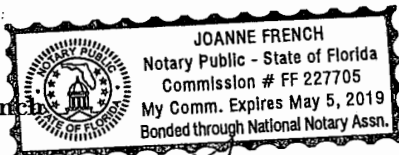
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Sworn to and subscribed before me this 19 day of Mar, A.D., 2019.

Joanne French
Notary Public



(Print, Type or Stamp Name of Notary Public)

AD#

10086002

NOTICE OF QUASI-JUDICIAL PUBLIC HEARING

ORDINANCE NO. 19-11

Notice is hereby given that the Eustis City Commission will conduct a Public Hearing for the first reading of Ordinance No. 19-11 on April 4, 2019, at 6:00 p.m. and the second reading on April 18, 2019 at 6:00 p.m., or as may be continued at their discretion, in the Commission Room, City Hall, 10 N. Grove St., Eustis, FL. The proposed Ordinance is described as follows:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA; ASSIGNING THE SUBURBAN NEIGHBORHOOD, URBAN NEIGHBORHOOD AND URBAN CORRIDOR DESIGN DISTRICT DESIGNATIONS TO APPROXIMATELY 1.19 ACRES OF REAL PROPERTY LOCATED AT 2400 S. BAY ST., 200 W. SEMINOLE ROAD, 143 W. DICIE AVENUE, AND 2500 S. BAY ST.

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Roland D. Magyar, AICP, Senior Planner, Eustis, FL

Ad No: 10086002
March 18, 2019

RECEIVED

MAR 22 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ORDINANCE NO. 19-12: AMENDMENT TO THE LAND DEVELOPMENT REGULATIONS, CHAPTER 109

Introduction:

Ordinance No. 19-12 amends Land Development Regulations, Chapter 109, Section 109-4: Use Regulations Table to allow mobile vendors in the Central Business District with a Conditional Use Permit subject to certain conditions, and eliminates single-family attached as a permitted use in the Mixed Commercial/Industrial district.

Background:

See attached staff report.

Recommended Action:

The administration recommends approval of Ordinance No. 19-12.

Policy Implications:

n/a

Alternatives:

1. Approve Ordinance No. 19-12.
2. Deny Ordinance No. 19-12.

Budget Impact:

n/a

Attachments:

[Staff Report Ord. No. 19-12](#)

[109-4 Use Regulation Table Redline](#)

[Conditional Uses and Mods Section 102-30](#)

[Sample CUP Ordinance CBD Food Truck](#)

[Ordinance No. 19-12](#)

[Ad Proof ORD 19-12](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 15 Mar 2019
Approved - 15 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: ORDINANCE NO. 19-12: AMENDMENT TO THE LAND DEVELOPMENT REGULATIONS, CHAPTER 109

Introduction:

Ordinance No. 19-12 amends Land Development Regulations, Chapter 109, Section 109-4: Use Regulations Table to allow mobile vendors in the Central Business District with a Conditional Use Permit subject to certain conditions, and eliminates single-family attached as a permitted use in the Mixed Commercial/Industrial district.

Background:

See attached staff report.

Recommended Action:

The administration recommends approval of Ordinance No. 19-12.

Policy Implications:

n/a

Alternatives:

1. Approve Ordinance No. 19-12.
2. Deny Ordinance No. 19-12.

Budget Impact:

n/a

Attachments:

[Staff Report Ord. No. 19-12](#)
[109-4 Use Regulation Table Redline](#)
[Conditional Uses and Mods Section 102-30](#)
[Sample CUP Ordinance CBD Food Truck](#)
[Ordinance No. 19-12](#)

[Ad Proof ORD 19-12](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 15 Mar 2019
Approved - 15 Mar 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: MARCH 21, 2019

RE: ORDINANCE NO. 19-12:
AMENDMENTS TO THE LAND DEVELOPMENT REGULATIONS

Introduction:

Ordinance No. 19-12 amends Land Development Regulations, Chapter 109, Section 109-4: Use Regulations Table to allow mobile vendors in the Central Business District with a Conditional Use Permit subject to certain conditions, and eliminates single-family attached as a permitted use in the Mixed Commercial/Industrial district.

Recommended Action:

The administration recommends approval of Ordinance No. 19-12.

Background:

At the March 2, 2019, City Commission workshop, staff discussed possible revisions to the LDRs to permit mobile vendors in the Central Business District subject to certain conditions. The Commission directed staff to prepare a proposed ordinance for their consideration.

Proposed Amendments & Considerations:

1. Mobile Vendors in the Central Business District (CBD): The amended Use Regulations Table would include mobile vendors as "Limited" or Conditional Uses in the CBD. The Table footnotes (conditions) would include the following:

In the CBD, the "Limited" mobile vendor use applies to mobile vendors in conjunction with City-sponsored or City-sanctioned events as approved by the City Manager.

Mobile vendors offering food service only (food trucks) proposing regular operation in the CBD may apply for a Conditional Use Permit approval by City Commission; provided the proposed operation is located on a developed site where the food truck use is managed by and/or operated dependently in association with an eating and/or drinking establishment located in an onsite building with restroom facilities.

All mobile vendors are required to apply for and obtain a business tax receipt. Application requirements include letter of permission from the property owner, site plan layout showing driveway connection, and location that does not impede access to the site or required parking.

Innovative food truck parks with community-centered outdoor venues are on the rise. The food truck industry is rapidly growing (7.9% vs, 2% restaurant growth) showing how they are a hit with people across the United States. Trucks offer all different cuisines ranging from tacos and burgers to kebabs and even lobster.

In central Florida and across the country, communities are embracing food trucks in various ways.

In Orlando:

À La Cart is a social dining experience featuring some of the best street food offerings in Central Florida. À La Cart features multiple mobile food vendors, giving everyone an opportunity to satisfy their cravings. An open-air pavilion provides guests with covered indoor seating and an outdoor courtyard allows you to challenge someone to a friendly lawn game while you dine among the carts. The bar inside has 15 taps featuring a rotating lineup of beers, ciders, wines, and cold-brew coffee. À La Cart is open seven days a week for lunch and dinner.

In St. Augustine:

What started off as a vision for Big Island Bowls food truck owners has become a reality with the opening of The Village Garden, the first venue of its kind in St. Augustine. The Village Garden is a community-centered outdoor venue with four permanent food trucks and two rotating guest food trucks every day. The four permanent food trucks include Big Island Bowls, The Loving Cup, New York Beach Bagels, and Pele's Wood Fire. Open seven days a week, The Village Garden has enough food options to satisfy every pallet in town.

Across the Country:

The Seventh Street Truckyard will open an indoor food-truck eatery in St. Paul, Minnesota, changing the idea of how trucks operate. Several trucks will be placed inside a former warehouse, along with bars, live music, and carnival games. This model where trucks are part of a bigger food experience is taking off around the country. In Dallas, the Texas Truck Yard features outdoor seating and a covered bar, with space for trucks to regularly park outside. And in Durham, North Carolina, local restaurateur Mattie Beason is opening County Fare, a venue with a bar and spots for a rotating series of food trucks.

Eustis' current regulations permit mobile vendors in the following land use districts: General Commercial, General Industrial, Mixed Commercial/Residential, and Mixed Commercial/Industrial. Vendors may set up on any site with an improved driveway connection and property owner permission.

The proposed amendment to the LDRs would permit mobile vendors of the food truck variety only within the Central Business District, providing the opportunity to create innovative food truck venues, while avoiding an environment where mobile vendors could set up on any property in the downtown.

2. An additional item is included in the proposed ordinance to correct an error in the Use Regulations Table that reflects single-family attached as a permitted use in the Mixed Commercial/Industrial MCI land use district. With approval of the ordinance, the Use Regulations Table will not list single-family use as a permitted use in MCI.

Applicable Policies & Codes:

Central Business District (CBD)

This land use designation is designed to support a mixed-use area encompassing downtown Eustis within which a combination of commercial, institutional, office, and residential uses may occur at comparatively high densities.

General Range of Uses: This category accommodates the mix of residential, commercial, light industrial/manufacturing, office, institutional, and schools. Public and utility services that are 5 acres or less in size are also permitted as well as residential uses found in or otherwise desirable in downtown areas.

GOAL FLU 1: DEVELOPMENT FRAMEWORK

Implement a land use and development framework that will:

- Promote diversified economic development;
- Protect and enhance residential neighborhoods;
- Ensure services and facilities for new and existing development;
- Discourage urban sprawl;
- Recognize the value of natural resources; and
- Respect private property rights.

OBJECTIVE FLU 1.1: DEVELOPMENT FRAMEWORK IMPLEMENTATION

To create a planning framework and implementation strategy that will enhance the livability of the City of Eustis; promote its natural, cultural, and physical resources; minimize any negative effects of urban development on the natural resources of the City; maintain overall air quality; and discourage urban sprawl.

Policy FLU 1.1.1: Planning Principles

The following principles shall guide the creation of land use policy and development regulations within the City of Eustis:

- ☐ Creating a range of housing opportunities and choices;
- ☐ Creating walkable neighborhoods;
- ☐ Encouraging community and stakeholder collaboration;
- ☐ Fostering distinctive, attractive communities with a strong sense of place;
- ☐ Making development decisions predictable, fair and cost effective;
- ☐ Allowing for a mix of land uses;
- ☐ Providing for open space, natural beauty and protection of critical environmental areas;
- ☐ Providing a variety of transportation choices;
- ☐ Encouraging compact building design.

GOAL ECD 1: ECONOMIC DEVELOPMENT

Promote a healthy and growing local employment and tax base in terms of new job opportunities provided, wages paid and revenues generated.

Policy ECD 1.2.1: Land Development Regulations Standards

The City shall ensure that the Land Development Regulations promote investments in the Downtown and do not create significant regulatory impediments to redevelopment and infill projects.

Mixed Commercial / Industrial (MCI)

This land use designation is intended to provide for development of light manufacturing, distribution, corporate office and related commercial and industrial facilities in select high profile locations and in well planned environments.

General Range of Uses: Uses include light industry and manufacturing, distribution, corporate office, and related commercial and industrial facilities in select high profile locations and in well planned environments. Outdoor recreation and schools are permitted as well as public and utility services and facilities that are 5 acres or less in size. Light industry includes warehousing and wholesale distribution, provided that truck access bays and loading operations are effectively screened from view where necessary, truck traffic does not impact local streets, and hours of operation are compatible with adjacent land uses. Light industry also includes those manufacturing, distribution, and associated activities which do not create any noise, glare, vibration, odor, or waste products which would adversely impact adjacent properties or municipal utility systems, based on performance standards established in the Land Development Regulations.

Alternatives:

1. Approve Ordinance No. 19-12.
2. Deny Ordinance No. 19-12.

Discussion of Alternatives:

1. Alternative 1 approves Ordinance No. 19-12.

Advantages:

- The action is consistent with the goals, objectives, and policies of the Comprehensive Plan including the Economic Development Element, the Future Land Use Element, and the FLUE Appendix.

Disadvantages:

- There are no disadvantages to approving the ordinance.

2. Alternative 2 denies Ordinance No. 19-12.

Advantages:

- The City Commission could consider other revisions to the Land Development Regulations.

Disadvantages:

- Unique, innovative food truck businesses could not locate in downtown Eustis, the disallowance of which could be inconsistent with Comprehensive Plan

provisions to provide diversified economic development and avoid significant regulatory impediments to redevelopment and infill projects in the downtown.

- Single-family attached would remain as a permitted use in MCI, which is inconsistent with other Comprehensive Plan provisions.

Community Input

Development Services has properly advertised the ordinance and there is an opportunity for community input at the public hearing.

Budget / Staff Impact:

None

Prepared By:

Lori Barnes, AICP, CPM, Development Services Director

Attachments:

Ordinance No. 19-12 & Exhibit A (Redline/Strike-Thru of Use Regulations Table)

	Residential				Commercial and Industrial		Mixed Use				Other			Standards
SPECIFIC USE	RR	SR	UR	MH	GC	GI	CBD	RT	MCR	MCI	PI	AG	CON	
KEY: P = Permitted Use; L = Permitted Subject to Limitations In Standards Column; C = Conditional Use; Blank = Not Permitted														
Agricultural														
Agricultural, general	C	C	C	C	C	C	C	C	C	C		P	L,C	4
Commercial poultry farm												C		
Commercial swine farm												C		
Residential														
Accessory Apt.	C	C	P				P	P	P			C		
Bed & Breakfast	C	C	C	C	P		P	P	P			C		
Boarding and Rooming House			C		P		C	C	P					
Group Home; 6 or fewer residents	P	P	P		C		P	P	P		P	P		
Group Home; 7 or more residents	C	C	C		C		C	P	P		P	C		
Home occupation	L	L	L	L	P		P	P	P			L		6; additional standards in Sec. 109-4.2(g) 110-5.9
Live Work			C				P	P	P					
Mobile Home				P								C		
Multi-family		L	P		L		P	P	P					2, 7, 8 (as part of PUD)
Recreational vehicle park				P										
Single family detached	P	P	P	P				P	P			P		
Single family attached (duplex, row house, townhouse)		P	P					P	P	P				
Recreation Facilities														
Golf Course	L	L										L		8
Marina		C	C		P		C		C	C	P			
Parks: tot lot, passive, and picnic	P	P	P	P	P		P	P	P	P	P	P	L	3

	Residential				Commercial and Industrial		Mixed Use				Other			Standards	
SPECIFIC USE	RR	SR	UR	MH	GC	GI	CBD	RT	MCR	MCI	PI	AG	CON		
KEY: P = Permitted Use; L = Permitted Subject to Limitations In Standards Column; C = Conditional Use; Blank = Not Permitted															
Regional park; amphitheater		C	C		P		C	P	P		P	C			
Nature, ecology facilities	C	P	P	P	P						P	L	L		3
Sports Complex		C			P	P			P	P	P	C			
Shooting Range (indoor)					P	P				P	P				
Shooting Range (outdoor)	C	C				C				C	C	C			11
Commercial															
All commercial and office except as specified below				L	P		P	C	P	P					1
Adult						L									12
Car sales, leasing and related services					P	P	C	C	C	C					
Car Wash, Automated					P	P			P	P					
Car Wash, full or self-service					P	P		C	C	C					
Convenience store w/ gas station				L	P	P	P	C	P	P					1
Convenience store w/o gas				L	P	P	P	C	P	P					1
Commercial, neighborhood		L	L	L	P	P	P	C	P	P					1,5
Drive-thru sales or service					P	P	C	C	P	P					
Dry cleaning/laundry				L	P		P	C	P	P					1
Fast Lube/Oil Change					P	P			P	P					
Food and beverage store/ incl. alcohol				L	P		P	C	P	P	L				1,9
Hotel					P		P	C	P	P					
Mobile Vendor					P	P	L, C		P	P					14

	Residential				Commercial and Industrial		Mixed Use				Other			Standards
SPECIFIC USE	RR	SR	UR	MH	GC	GI	CBD	RT	MCR	MCI	PI	AG	CON	
KEY: P = Permitted Use; L = Permitted Subject to Limitations In Standards Column; C = Conditional Use; Blank = Not Permitted														
Outdoor Kennel					C	P			C	C		P		
Package store					P		P	C	P	P				
Parking, commercial					P		P	C	P	P	L			9
Pharmacy					P	C	P	C	P	P				
Restaurant, no drive-thru				L	P		P	C	P	P	L			1,9
Restaurant with drive-thru					P		C	C	P	P				
Retail sales and service				L	P	C	P	C	P	P	L			1,9
Self service storage					P	P			P	P				
Vehicle parts and accessories (sales)					P	P	P	C	C	P				
Vehicle service, general					P	P	P	C	C	P				
Vehicle service, major						P				P				
Office														
Professional services and general office			L		P		P	P	P	P				5,7
Industrial														
All light industrial/research except as listed below						P	P			P	C			
Crematorium						C								
Heavy industrial						P								
Research lab w/o manufacturing					P	P	P	C	C	P				
Warehouse and freight movement						P				L				10
Wholesale trade						P				L				10
Community/Service Uses														

	Residential				Commercial and Industrial		Mixed Use				Other			Standards	
SPECIFIC USE	RR	SR	UR	MH	GC	GI	CBD	RT	MCR	MCI	PI	AG	CON		
KEY: P = Permitted Use; L = Permitted Subject to Limitations In Standards Column; C = Conditional Use; Blank = Not Permitted															
Child daycare centers; nursery schools	C	C	P	L	P		P	P	P	P	P				1
Churches and accessory uses, including schools	C	C	C	L	P		P	P	P	P	P				1
College or University	C	C	C		P		P	C	P	P	P				
Elementary school	P	P	P	P	P	C	C	P	P	C	P				
Middle school	C	C	C	C	P	C	C	P	P	P	P				
High school	C	C	C	C	P	C		P	P	P	P				
Vocational school					P	P	C	C	P	P	P				
Government buildings	C	C	C	L	P	P	P	P	P	P	P	P			1
Hospitals					P				P	P	P				
Nursing home					P		P	P	P	P	P				
Public services/utilities	L, C	L, C	L, C	L, C	L, C	L, C	L, C	L, C	L, C	L, C	L, C	P	C	C	13 – 2 ac in Res/5 Ac in Mixed & GI
Wireless Communication Antenna and/or Towers	C	C	C	C	C	P	C	C	C	C	P	C	C		
Wireless Communication Antenna and/or Towers Camouflaged	C	C	C	C	C	P	P	P	P	P	P	P	C		

Standards.

- (1) The "Limited" uses in MH are permitted as a use upon site plan approval and when they are integrated into the rental park specifically for the purpose of serving the residents of the park; and where the total site area for the facilities does not exceed two percent of the overall land area in the rental park.
- (2) In the General Commercial district, the "Limited" residential uses are limited to the upper floors of buildings above ground-level commercial and office uses.
- (3) In the Conservation land use district, outdoor recreation facilities are limited to interpretive and educational features and related facilities for nature study and enjoyment. All structures/facilities shall be of an unobtrusive nature to enable a compatible mixture of natural and manmade features, including but not limited to the following: boardwalks and nature/biking trails; environmental/ecological education centers; and shelters/lectrooms and other similar uses.

	Residential				Commercial and Industrial		Mixed Use				Other			Standards
SPECIFIC USE	RR	SR	UR	MH	GC	GI	CBD	RT	MCR	MCI	PI	AG	CON	
KEY: P = Permitted Use; L = Permitted Subject to Limitations In Standards Column; C = Conditional Use; Blank = Not Permitted														

limited to the following: boardwalks and nature/hiking trails, environmental/ecological education centers, and shelters/restrooms and other similar uses.

(4) Agricultural uses are limited to silviculture and native range land only in the Conservation land use category unless specified otherwise as part of a conditional use permit.

(5) Neighborhood scale commercial uses may be permitted within these districts when limited in scale consistent with a residential structure on a lot when a development of fifty homes or greater is approved or as part of a Planned Unit Development Master Plan on previously undeveloped property. These uses are not permitted in established and existing neighborhoods.

(6) Home Occupation which: a) is clearly incidental and subordinate to the use of the dwelling unit as a residence; b) is conducted only by members of the family residing in the dwelling unit and entirely within the principal structure; c) does not offer products for sale from the premises; d) does not alter or change the residential character or exterior appearance of the dwelling unit and no evidence of the use is visible or audible from the exterior of the residential property; e) does not generate traffic in excess of that customary at residences; and f) where no commercial vehicles or equipment associated with the business are kept on premises unless stored in an enclosed structure or screened from view from the street or adjacent properties unless otherwise permitted by these regulations.

(7) Limited to the building type design standards of the applicable Design District, Sec. 110.

(8) Allowed when the facility is in conjunction with a Planned Unit Development.

(9) Allow commercial as general accessory, complementary use with a marina and/or outdoor recreation facilities in PI.

(10) The size and scale of the wholesale facility shall be compatible and consistent with the adjacent building typologies.

(11) An outdoor shooting range is permitted as a conditional use only in Suburban Residential land use districts located within a Rural Design District.

(12) Must be consistent with Section 10 of the Code of Ordinances

(13) In SR, UR, MH: Public and utility services and facilities that are 2 acres or less in size are also permitted. In GC, CBD, RT, MCR, GI: Public and utility services and facilities that are 5 acres or less in size are also permitted.

(14) In the CBD, the "Limited" mobile vendor use applies to mobile vendors in conjunction with City sponsored or City sanctioned events as approved by the City Manager. Mobile vendors offering food service only (food trucks) proposing regular operation in the CBD may apply for a Conditional Use Permit approval by City Commission; provided the proposed operation is located on a developed site where the food truck use is managed by and/or operated dependently in association with an eating and/or drinking establishment located in an onsite building with restroom facilities. All mobile vendors are required to apply for and obtain a business tax receipt. Application requirements include letter of permission from the property owner, site plan layout showing driveway connection, and location that does not impede access to the site or required parking.

Permitted Accessory Uses/Structures. Uses and/or structures that are customary and secondary to the primary use or structure permitted by the Land Use District and meet any additional requirements listed in Sec. 110-5Section 109-4.2. for Special Accessory Uses where applicable.

Sec. 102-30. - Conditional uses and modifications.

- (a) Purpose. The purpose of this section is to provide for uses that are generally compatible with the use characteristics of a land use district, but which require individual review of their location, design, intensity, configuration, and public facility impact in order to determine the appropriateness of the use of any particular site in the district and their compatibility with adjacent uses. Conditional uses may require the imposition of additional conditions to make them compatible in their specific contexts.
- (b) Authority. The city commission may, in accordance with the procedures, standards, and limitations of these land development regulations, grant conditional use permits or conditional use modifications for only those conditional uses set forth in sections 109-3 and 109-4.
- (c) Standard of review for conditional use permits . The proposed conditional use must be consistent with the general purpose, goals, objectives, and standard of these land development regulations, the city comprehensive plan, the Code of Ordinances of the city, and in compliance with all additional standards imposed on it by the particular provisions of these land development regulations authorizing such use.
- (d) Application procedures for conditional uses. The application for a conditional use permit shall include a survey or map showing the following:
 - (1) All structures on the property
 - (2) Abutting rights-of-way
 - (3) Parking
 - (4) Landscape buffers
 - (5) Setbacks from each boundary line
 - (6) Adjacent land uses within 500 feet of the subject property
 - (7) Property legal description
- (e) Conditions on conditional use permits . The city commission, by ordinance, shall attach such conditions, limitations and requirements to a conditional use permit as are necessary to carry out the spirit and purpose of these land development regulations and the city comprehensive plan; and to prevent or minimize adverse effects upon other property in the neighborhood, including but not limited to limitations on size, intensity of use, bulk and location, landscaping, lighting, the provision of adequate ingress and egress, duration of the permit, and hours of operation. Such conditions shall be set forth expressly in the ordinance granting the conditional use permit.

(Ord. No. 16-13, § 1(Exh. A), 5-19-2016; Ord. No. 17-17, § 1, 11-2-2017)

SAMPLE FOOD CBD FOOD TRUCK ORDINANCE NO. 19-XX

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, APPROVING A CONDITIONAL USE PERMIT TO ALLOW MOBILE VENDOR FOOD TRUCKS AS AN ACCESSORY TO AN EATING/DRINKING ESTABLISHMENT IN THE CENTRAL BUSINESS DISTRICT FUTURE LAND USE DISTRICT AT (ADD ADDRESS).

WHEREAS, (ADD APPLICANT) has applied for a Conditional Use Permit to permit food trucks as a dependent component of their proposed eating/drinking establishment at (add address); and

WHEREAS, the subject property has a Land Use Designation of Central Business District (CBD) and a Design District Designation of Urban Corridor; and

WHEREAS, Chapter 109-4, Use Regulations Table allows food trucks as a Conditional Use in the CBD subject to certain conditions; and

WHEREAS, the applicant has provided a site plan and other supporting documentation demonstrating the proposed operation complies with the conditions (1) proposed operation is located on a developed site, (2) the food truck use is managed by and/or operated dependently in association with an eating and/or drinking establishment located in an onsite building with restroom facilities; and

WHEREAS, the request for a Conditional Use Permit was properly Noticed for a Quasi Judicial Public Hearing before the City Commission; and

WHEREAS, on (ADD DATE), the City's Development Review Committee recommended unanimously to forward the application to the City Commission.

WHEREAS, on (ADD DATE), the City Commission held the 1st Public Hearing to consider the Conditional Use Permit; and

WHEREAS, on (ADD DATE), the City Commission held the 2nd Public Hearing to consider the Conditional Use Permit; and

WHEREAS, the proposed conditional use is consistent with the City's Land Development Regulations, Comprehensive Plan and Code of Ordinances; and

WHEREAS, the applicant has presented evidence to establish the following:

1. That the proposed use is desirable at the particular location.
2. That the proposed conditional use will not have an undue adverse effect upon nearby property.
3. That such use will not be detrimental to the health, safety, or general welfare of the citizens residing in the area.
4. That the proposed use will comply with all Regulations and Conditions specified in the City Code for such use.
5. That the proposed conditional use is compatible with the existing or planned character of the neighborhood in which it would be located.

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS:

Section 1. That a Conditional Use Permit is granted for mobile vendor food truck use in conjunction with a brick and mortar eating and/or drinking establishment located at (ADD ADDRESS), more particularly described as:

PARCEL NUMBER:

Section 2. That the conditions of approval include the following (EXAMPLES OF TYPES OF CONDITIONS THAT COULD BE PLACED ON A CUP):

- a. No more than X food trucks shall be permitted onsite at one time; (STAFF WOULD RECOMMEND LIMITATION TO # OF TRUCKS BASED ON SITE SIZE, BUILDING SIZE, SEATING, NUMBER OF RESTROOMS, ETC. and
- b. Food trucks shall not utilize generators for power; (STAFF WOULD LIMIT TRUCKS TO LANDLINE POWER SOURCE IF GENERATORS MAY CAUSE NOISE ISSUES FOR ADJACENT USES) and
- c. Hours shall be limited to xxx am to xxx am; (STAFF MAY LIMIT HOURS IF THIS COULD BE AN ISSUE FOR ADJACENT USES) and
- d. Property owner shall grow and maintain an opaque vegetation barrier (STAFF MAY REQUIRE ADDITIONAL LANDSCAPING IF NEEDED FOR AESTHETICS); and
- e. Improvements shall generally conform to the Site Plan attached hereto as Exhibit A; and
- f. Submittal of a life safety plan and/or architectural plans demonstrating compliance with maximum occupant load, ADA requirements, restroom facilities; occupant load may be limited based on number of restrooms provided; and
- g. Administrative Site Plan approval must be obtained within 6-months; and
- h. Site Development Permit and/or Building Permit for construction of site and/or building improvements must be obtained within 1-year; and
- i. Modifications to the food truck operation as approved herein will require City Commission approval via a CUP modification.

Section 3. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 4. That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 5. That this Ordinance shall become effective immediately on passing.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this XX day of Month, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor-Commissioner

ATTEST:

City Clerk

CITY OF EUSTIS CERTIFICATION

STATE OF FLORIDA

COUNTY OF LAKE

The foregoing instrument was acknowledged before me this _____ day of February, 2019 by Michael L. Holland, Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida

My Commission Expires:_____

Notary Serial No:_____

CITY ATTORNEY'S OFFICE

This document has been reviewed and approved as to form and legal content, but I have not performed an Independent Title Examination as to the accuracy of the Legal Description.

City Attorney's Office

Date

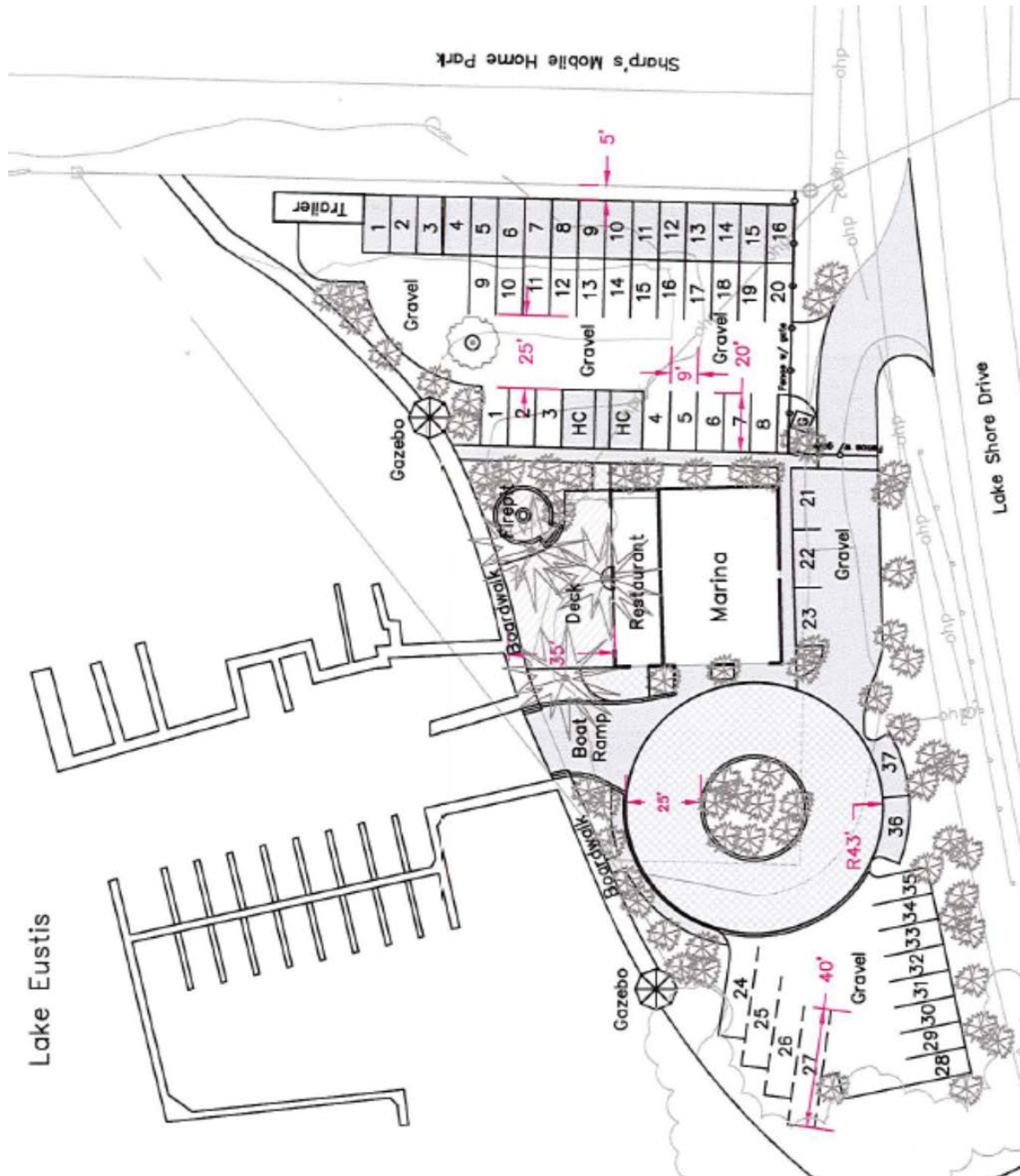
CERTIFICATE OF POSTING

The foregoing Ordinance No. 19-XX is hereby approved, and I hereby certify that I published the same by posting one (1) copy hereof at City Hall, one (1) copy hereof at the Eustis Memorial Library, and one (1) copy hereof at the Eustis Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Date

Mary C. Montez, City Clerk

Exhibit A



ORDINANCE NO. 19-12

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF EUSTIS, LAKE COUNTY, FLORIDA, AMENDING THE LAND DEVELOPMENT REGULATIONS, CHAPTER 109, SECTION 109-4: USE REGULATIONS TABLE TO ALLOW MOBILE VENDORS IN THE CENTRAL BUSINESS DISTRICT (CBD) WITH A CONDITIONAL USE PERMIT APPROVAL SUBJECT TO CERTAIN CONDITIONS, AND TO ELIMINATE SINGLE FAMILY ATTACHED AS A PERMITTED USE IN THE MIXED COMMERCIAL/INDUSTRIAL DISTRICT; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Eustis City Commission adopted revised Land Development Regulations under Ordinance No. 09-33 on July 16, 2009, amended by Ordinance No. 15-13 on October 1, 2015, Ordinance No. 16-18 on April 7, 2016, Ordinance No. 16-13 on May 19, 2016, Ordinance No. 16-31 on December 15, 2016, and Ordinance No. 17-17 on November 2, 2017; and

WHEREAS, the City Commission finds it necessary to periodically revise and update the Land Development Regulations; and

WHEREAS, the City Commission finds the proposed revisions are necessary for clarification and property owner flexibility; and

WHEREAS, the Local Planning Agency reviewed the proposed revisions to the Land Development Regulations and finds them to be in compliance with the Comprehensive Plan.

WHEREAS, the proposed revisions could help promote economic development in the City; and

NOW, THEREFORE, THE COMMISSION OF THE CITY OF EUSTIS HEREBY ORDAINS THE FOLLOWING:

Section 1. That the City of Eustis Land Development Regulations are hereby amended as shown in the attached red-line/strike Exhibit A.

Section 2. That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Section 3. That it is the intention of the City Commission of the City of Eustis that the provisions of this Ordinance shall become and be made a part of the Land Development Regulations in the City of Eustis Code of Ordinances and that the sections of this Ordinance may be re-numbered or re-lettered and the word "Ordinance" may be changed to "Section", "Article", or such other appropriate word or phrase to accomplish such intentions.

Section 5. That should any section, phrase, sentence, provision, or portion of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be unconstitutional or invalid.

Section 6. That this Ordinance shall become effective immediately on passing.

PASSED, ORDAINED AND APPROVED in Regular Session of the City Commission of the City of Eustis, Florida, this 4th day of April, 2019.

**CITY COMMISSION OF THE
CITY OF EUSTIS, FLORIDA**

Michael L. Holland
Mayor/Commissioner

ATTEST:

Mary C. Montez, City Clerk

CITY OF EUSTIS CERTIFICATION

**STATE OF FLORIDA
COUNTY OF LAKE**

The foregoing instrument was acknowledged before me this ____ day of _____ 2019 by Michael L. Holland, Mayor and Mary C. Montez, City Clerk, who are personally known to me.

Notary Public - State of Florida
My Commission Expires: _____
Notary Serial No: _____

CITY ATTORNEY'S OFFICE

This document is approved as to form and legal content for use and reliance of the City Commission of the City of Eustis, Florida.

City Attorney's Office

Date

CERTIFICATE OF POSTING

The foregoing Ordinance No. 19-12 is hereby approved, and I hereby certify that I published the same by posting one copy hereof at City Hall, one copy hereof at the Eustis Memorial Library, and one copy hereof at the Parks and Recreation Office, all within the corporate limits of the City of Eustis, Lake County, Florida.

Mary C. Montez, City Clerk

CITY OF EUSTIS NOTICE OF
PROPOSED AMENDMENT
TO THE CITY OF EUSTIS LAND
DEVELOPMENT REGULATIONS

Notice is hereby given that the Eustis Local Planning Agency (LPA) will hold a public hearing for consideration of amendments to the Land Development Regulations via **Ordinance No. 19-12 on Thursday, March 21, 2019 at 5:50 p.m.** Provided the LPA transmits the proposed amendment to the Land Development Regulations to the Eustis City Commission, the first reading of Ordinance No. 19-12 before the City Commission will be on **Thursday, March 21, 2019 at 6:00 p.m.** The second and final reading by the City Commission will be on **Thursday, April 4, 2019 at 6:00 p.m.** or as may be continued at the discretion of the Commission. The proposed amendment to the Land Development Regulations is described as follows:

Ordinance No. 19-12: An Ordinance of the City Commission of the City of Eustis, Lake County, Florida, amending the Land Development Regulations, Chapter 109, Section 109-4: Use Regulations Table to allow mobile vendors in the Central Business District (CBD) with a Conditional Use Permit subject to certain conditions, and to eliminate single-family attached as a permitted use in the Mixed Commercial/Industrial District; providing for codification, severability and an effective date.

All meetings will be held in the City Commission Room at the Eustis City Hall, 10 N. Grove St. Eustis, FL. Interested parties may appear at the meetings to be heard regarding the consideration of the amendment to the Land Development Regulations. If a person decides to appeal any decision made by any board, agency, or commission with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings and that, for such purposes, he/she may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based (Florida Statutes, 286.0105).

Ordinance No. 19-12 will be available to the general public five (5) working days prior to the hearing between the hours of 8:00 a.m. and 5:00 p.m., at Development Services, 4 N. Grove St, or the City Clerk, City Hall, 10 N. Grove St. For further information, call (352) 483-5460. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at (352) 483-5430, at least 48 hours before the date of the scheduled hearing.

Lori Barnes, AICP, Development Services Director, Eustis, FL

D048545 - March 10, 2019

☐ **PROOF O.K. BY:** _____ ☐ **O.K. WITH CORRECTIONS BY:** _____

PLEASE READ CAREFULLY • SUBMIT CORRECTIONS ONLINE

LF-D048545 (100%)

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PROOF DUE: 03/08/19 12:59:55



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: CONSIDERATION: REQUEST FOR AN AMENDMENT TO THE LAND DEVELOPMENT REGULATIONS USE REGULATION TABLE TO PERMIT WAREHOUSE/DISTRIBUTION IN THE CENTRAL BUSINESS DISTRICT

Introduction:

The purpose of this item is to present a request from Richard DeMarco (Eustis property owner) and Joe Finelli (owner Vara Luce Lighting Co.) for the City Commission to consider an ordinance to allow warehouse distribution uses in the Central Business District.

Background:

See attached Staff Report.

Recommended Action:

No action is required, but staff requests direction regarding desired amendments to the Land Development Regulations.

Alternatives:

1. Consider an ordinance to allow warehouse/distribution as a permitted use in the CBD.
2. Consider an ordinance to allow warehouse/distribution as a conditional use in the CBD.
3. Consider an ordinance to allow warehouse/distribution as a limited use in the CBD.
4. Direct the parties requesting the amendment to request a Comprehensive Plan Amendment to change the land use of property from CBD to GI or MCI.
5. Take no action.

Attachments:

[Staff Report-Consideration-Warehouse Use in CBD](#)
[DeMarco Request](#)
[Vera Luce-Finelli Request](#)
[Adjacent Cities Regulations](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 12 Apr 2019
Approved - 12 Apr 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: CONSIDERATION: REQUEST FOR AN AMENDMENT TO THE LAND DEVELOPMENT REGULATIONS USE REGULATION TABLE TO PERMIT WAREHOUSE/DISTRIBUTION IN THE CENTRAL BUSINESS DISTRICT

Introduction:

The purpose of this item is to present a request from Richard DeMarco (Eustis property owner) and Joe Finelli (owner Vara Luce Lighting Co.) for the City Commission to consider an ordinance to allow warehouse distribution uses in the Central Business District.

Background:

See attached Staff Report.

Recommended Action:

No action is required, but staff requests direction regarding desired amendments to the Land Development Regulations.

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1. Consider an ordinance to allow warehouse/distribution as a permitted use in the CBD.
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4. Direct the parties requesting the amendment to request a Comprehensive Plan Amendment to change the land use of property from CBD to GI or MCI.
5. Take no action.

Attachments:

[Staff Report-Consideration-Warehouse Use in CBD](#)
[DeMarco Request](#)
[Vera Luce-Finelli Request](#)
[Adjacent Cities Regulations](#)

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 12 Apr 2019
Approved - 12 Apr 2019



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: RONALD R. NEIBERT, CITY MANAGER

DATE: APRIL 18, 2019

SUBJECT: CONSIDERATION: REQUEST FOR AN AMENDMENT TO THE LAND DEVELOPMENT REGULATIONS USE REGULATION TABLE TO PERMIT WAREHOUSE/DISTRIBUTION IN THE CENTRAL BUSINESS DISTRICT

Introduction:

The purpose of this item is to present a request from Richard DeMarco (Eustis property owner) and Joe Finelli (owner Vara Luce Lighting Co.) for the City Commission to consider an ordinance to allow warehouse distribution uses in the Central Business District.

Recommended Action:

No action is required, but staff requests direction regarding desired amendments to the Land Development Regulations.

Background/Request:

Staff has received correspondence from Richard DeMarco, a Eustis business and property owner, and Joe Finelli, a business owner who has interest in purchasing a property in the Central Business District (CBD) (12 S. Bay Street) to relocate his Casselberry lighting distribution business. The business relocation is complicated due to the City's Land Development Regulations, which do not permit a warehouse/distribution facility in the CBD.

Staff Analysis of Proposal to Permit Warehouse/Distribution in the CBD:

The Land Development Regulations (LDRs) describe the Central Business District (CBD) as a land use designation that has a mix of uses, including commercial, public/institutional and residential that is desired in the downtown areas.

Section 109-4 Use Regulations Table, does not include warehouse/distribution (freight movement) as a permitted, conditional or limited use in the Central Business District. Surrounding jurisdictions as indicated below do not permit the use in their downtowns either:

Leesburg: Warehouse/freight movement not permitted in CBD.

Mount Dora: Warehouse facilities prohibited in CBD.

Tavares: Warehouse/distribution not permitted in CBD.

The reasons the Central Business District regulations do not address warehouse/distribution as a permitted, conditional, or limited use include the following:

1. The vision for downtown Eustis, as outlined in the City of Eustis 2016 Redevelopment Plan provide a festive area fueled by a mixture of activities, and to encourage development complementary to existing uses.

(“The existing mix of uses in the CRA include single family, duplex, multi-family, commercial and office, mixed use, parks and recreation and public facilities.... As the CRA includes a myriad of land use districts to provide for a vibrant mix of uses, this redevelopment plan need not plan for land use changes.”)

The Redevelopment Plan includes goals:

- “To resolve conflicts and problems downtown such as fast, heavy through traffic, traffic flows, and parking conflicts;
- To enhance walkability, and to provide for neighborhood cohesion, unification and improvement.”

The nature of a warehouse/distribution facility is generally inconsistent with the vision for downtown Eustis. This type of business is not included in the mix of uses envisioned; traffic conflicts and noise (truck backing, etc.) have potential to disturb neighborhood cohesion (create negative impacts especially where residential uses exist).

2. The Comprehensive Plan’s land use description of the Central Business District includes a mix of residential, commercial, and light industrial/manufacturing, office, institutional, schools, and public services. Although one might consider warehouse/distribution a light industrial use, the Land Development Regulations call it out as an independent use.

The Comprehensive Plan does not include warehouse/distribution in the mix of uses in the Central Business District.

3. Historically, warehouses tended to be smaller buildings located near central business districts, which are now transforming into distribution centers in suburban areas. This is partially due to the urban nature of the downtown areas, smaller lot design (less area for truck loading/unloading/movement), transportation network/right-of-way constraints and conversion of downtown warehouses to commercial and residential uses.

In suburban areas, larger lots, lower land prices, wider right-of-ways and access to transportation corridors fit the criteria for warehousing operations. Achieving compliance with Land Development Regulations requiring onsite loading zones, forward ingress and egress, truck-turning movements, etc. may be difficult or impossible to achieve with the smaller lot designs in the downtown.

Options for Commission

1. **Option 1 and Discussion:**

Consider an ordinance to allow warehouse/distribution as a permitted use in the CBD.

Option 1 Considerations:

This option is not recommended. Warehouse/distribution uses in the downtown are not consistent with the City's 2016 Redevelopment Plan.

2. **Option 2 and Discussion:**

Consider an ordinance to allow warehouse/distribution as a conditional use in the CBD.

Option 2 Considerations:

This option provides for review and City Commission approval for each requested location. The Commission may impose site-specific conditions through the Conditional Use Permit process:

Sec. 102-30. - Conditional Uses and Modifications.

(a) Purpose. The purpose of this section is to provide for uses that are generally compatible with the use characteristics of a land use district, but which require individual review of their location, design, intensity, configuration, and public facility impact in order to determine the appropriateness of the use of any particular site in the district and their compatibility with adjacent uses. Conditional uses may require the imposition of additional conditions to make them compatible in their specific contexts.

(b) Authority. The City Commission may, in accordance with the procedures, standards, and limitations of these land development regulations, grant conditional use permits or conditional use modifications for only those conditional uses set forth in sections [109-3](#) and [109-4](#).

(c) Standard of review for conditional use permits . The proposed conditional use must be consistent with the general purpose, goals, objectives, and standards of these land development regulations, the city comprehensive plan, the Code of Ordinances of the city, and in compliance with all additional standards imposed on it by the particular provisions of these land development regulations authorizing such use.

(d) Application procedures for conditional uses. The application for a conditional use permit shall include a survey or map showing the following:

- (1) All structures on the property
- (2) Abutting rights-of-way
- (3) Parking
- (4) Landscape buffers
- (5) Setbacks from each boundary line
- (6) Adjacent land uses within 500 feet of the subject property
- (7) Property legal description

(e) Conditions on conditional use permits. The City Commission, by ordinance, shall attach such conditions, limitations and requirements to a conditional use permit as are necessary to carry out the spirit and purpose of these land development regulations and the city comprehensive plan; and to prevent or minimize adverse effects upon other property in the neighborhood, including but not limited to limitations on size, intensity of use, bulk and location, landscaping, lighting, the provision of adequate ingress and egress, duration of the permit, and hours of operation. Such conditions shall be set forth expressly in the ordinance granting the conditional use permit.

3. Option 3 and Discussion:

Consider an ordinance to allow warehouse/distribution as a limited use in the CBD.

Option 3 Considerations:

This option would limit the use based on code established site and/or operational conditions. For example, the use could be limited to redevelopment sites with existing buildings of a certain size or character; limited based truck size (semi vs. box truck), access to state roads versus local roads, hours of delivery/shipping, etc.

4. Option 4 and Discussion:

Direct the parties requesting the amendment to request a Comprehensive Plan Amendment to change the land use of property from CBD to GI or MCI.

Option 4 Considerations:

This option is not recommended. Properties in the downtown are not consistent with the locational description and site characteristics described for GI and MCI in the Comprehensive Plan. Furthermore, with application of a GI land use, design standards and buffering/screening requirements are relaxed (and metal buildings permitted).

5. Option 5 and Discussion:

Take no action.

Option 5 Considerations:

Should the Commission decide to take no action, staff will not prepare an Ordinance to amend the Land Development Regulations.

Staff Recommendation

If Commission decides to proceed with an ordinance, staff would recommend against Option 1 or 4. Either Option 2 or 3 would provide for control and/or limitations on the warehouse/distribution use in the Central Business District.

Applicable Policies and Codes:

GOAL FLU 1: DEVELOPMENT FRAMEWORK

Implement a land use and development framework that will:

- Promote diversified economic development,
- Protect and enhance residential neighborhoods,
- Ensure services and facilities for new and existing development,
- Discourage urban sprawl,
- Recognize the value of natural resources, and
- Respect private property rights.

Policy FLU 1.1.1 Planning Principles

The following principles shall guide the creation of land use policy and development regulations within the City of Eustis:

- Creating a range of housing opportunities and choices,
- Creating walkable neighborhoods,
- Encouraging community and stakeholder collaboration,
- Fostering distinctive, attractive communities with a strong sense of place,
- Making development decisions predictable, fair and cost effective,
- Allowing for a mix of land uses,
- Providing for open space, natural beauty and protection of critical environmental areas,
- Providing a variety of transportation choices, and
- Encouraging compact building design.

Policy FLU 2.1.1: Downtown Redevelopment

The City shall continue to implement the redevelopment and revitalization vision for the downtown area and vicinity as expressed in the Downtown Eustis Master Plan and the East CRA Plan Update. This vision shall be used as the basis for prioritizing public improvements, stimulation of business activity, and development of commercial, residential, and institutional properties.

Policy FLU 3.1.4 Limits on Industrial Uses Adjacent to Residential Areas: The City shall ensure that future Plan amendments to industrial uses adjacent to Residential Land Use categories shall be light industrial uses only to protect residences from the adverse impacts of smoke, fumes, vibrations, light, glare, odors, and noise. Access which is limited only to local residential roadways may be considered unacceptable for heavy industrial uses, notwithstanding applicable access management requirements.

Central Business District (CBD)

This land use designation is designed to support a mixed-use area encompassing downtown Eustis within which a combination of commercial, institutional, office and residential uses may occur at comparatively high densities.

General Range of Uses: This category accommodates the mix of residential, commercial, light industrial/manufacturing, office, institutional, and schools. Public and utility services

that are 5 acres or less in size are also permitted as well as residential uses found in or otherwise desirable in downtown areas.

General Industrial (GI)

This land use designation is provided for those businesses that have one or more objectionable uses such as noise, dust or odor. The purpose of this district is to provide a method whereby industries necessary to the area, but with inherent characteristics which could prove obnoxious or detrimental to a different type of industrial operation, may locate in the most suitable and advantageous spots to minimize inconvenience to the general public. This district also offers greater economy and freedom to the industrial developer by the relaxation of certain standards and screening requirements within the district itself.

General Range of Uses: General Industrial development includes existing industrial development of light-to-heavy nature along the rail line both north and south of downtown. Outdoor recreation, schools, and public and utility services and facilities that are 5 acres or less in size are also permitted.

Mixed Commercial / Industrial (MCI)

This land use designation is intended to provide for development of light manufacturing, distribution, corporate office and related commercial and industrial facilities in select high profile locations and in well planned environments.

General Range of Uses: Uses include light industry and manufacturing, distribution, corporate office, and related commercial and industrial facilities in select high profile locations and in well planned environments. Outdoor recreation and schools are permitted as well as public and utility services and facilities that are 5 acres or less in size.

Light industry includes warehousing and wholesale distribution, provided that truck access bays and loading operations are effectively screened from view where necessary, truck traffic does not impact local streets, and hours of operation are compatible with adjacent land uses. Light industry also includes those manufacturing, distribution, and associated activities which do not create any noise, glare, vibration, odor, or waste products which would adversely impact adjacent properties or municipal utility systems, based on performance standards established in the Land Development Regulations.

Community Input:

The Commission could allow public input at the April 18, 2019 meeting and at future meetings reviewing the Land Development Regulations amendments should the Commission decide to proceed with any amendments at this time.

Prepared By:

Lori Barnes, AICP, CPM, Development Services Director

Attachments:

Letter Requests Submitted by DeMarco and Finelli



25 SOUTH BAY STREET
EUSTIS, FLORIDA 32726
OFFICE 352-357-4599
FAX 352-357-7442

April 10, 2019

Ronald Neibert

City Manager

Dear Ronald,

I am requesting that the City Commission consider an ordinance to amend the land development regulations to allow warehouse distribution uses in the center business district. My building at 12 South Bay Street, built in 1920, was a warehouse for seventy-eight years until I purchased it in 1998 and used it for body shop collision and repairs. When I decided to down size my body shop operation and vacate the building in 2005, I had limited success in renting the building as the parking lot is too small for most businesses. I have a buyer that can utilize the building on 12 South Bay Street in its best use as a warehouse which it has been used for in the past.

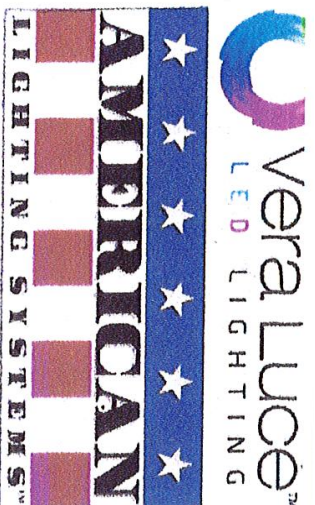
Joe Finnelli will be a good neighbor, as well as bringing needed jobs to downtown Eustis.

Sincerely,

Richard DeMarco

352-267-6672 cell

mrbodyshop@aol.com



Ron Neibert, Eustis City Manager
10 N. Grove Street, PO Drawer 68
Eustis, FL 32727

Dear Mr. Neibert,

My name is Joe Finelli and my company, Vera Luce Lighting, would like to relocate to Eustis, FL for our current needs and future growth. We are a B to B (business to business) commercial and industrial LED lighting distributor. We design, engineer and manufacture our product utilizing contract manufacturing in China. Our product is exclusively sold under the American Lighting Systems brand to our customer base located in 37 states. We receive a 40' container every 45 days. We ship via UPS with a daily pick up.

We have been fortunate to enjoy fast and healthy (profitable) growth. We want to enrich our Team as we expand with increased benefits and additional members. Some of our new employment opportunities are in accounting, logistics, graphics, and sales. These positions will be permanent full time additions to the Vera Luce Lighting Team. I have lived in Eustis(1999 - 2007) and love the "lake" lifestyle. Quality of life is extremely important to me and to those who work for me, Eustis will offer this non tangible.

For the completion of the transaction of 12 S. Bay Street to proceed, I would request that the City of Eustis Commission approve an ordinance to amend the land development regulations to allow warehouse distribution uses in the Central Business District. I would like the opportunity to present to the City Council at the April 18th meeting and answer any questions.

Vera Luce Lighting, Inc. History

- May 2013 Founded as Vera Luce Lighting, LLC operating from my home in Winter Garden, FL
- July 2015 Purchased 2400 sq ft Office/warehouse in Casselberry, FL. Moved business to this location.
- July 2016 Incorporated
- September 2017 Leased an additional 2400 sq ft of warehouse space in Longwood, FL

Number of Employees As Of Today: 7

- Officers Joseph A. Finelli II, President and Gregory J. Desjardins, VP of Operations
- 2 Inside Sales
- 2 Outside Sales
- 1 Warehouse
- Projected Team Growth for 2018: 9
- Projected Team Growth for 2019: 14

Revenue By Year

- 2013 \$65,000
- 2014 \$181,000
- 2015 \$345,000
- 2016 \$684,000
- 2017 \$1,169,000
- 2018 \$1,842,000
- 2019 \$3,000,000 Projected

Joseph A. Finelli II

Cellular: (407) 267-3680
Main Office: (321) 203-4869
www.veraluceighting.com

A real estate advertisement for Bill Marsh, a Realtor at Global Properties Sales and Management, LLC. It features a headshot of Bill Marsh, a man with short grey hair, smiling. The background is a green and blue abstract design. Text includes: 'Global Properties Sales and Management, LLC', 'Bill Marsh Realtor', 'Cell: 352-978-3382', 'Email: bill.marsh@hotmail.com', 'Fax: 866-680-2944', 'Website: www.welovealake.com', and '17521 US Hwy 441, Suite 24, Mount Dora, FL 32757'.

Sec. 25-284. - District use regulations.

The following uses categories are not zoning districts. These categories group uses for regulatory purposes. The names of some use categories (for example "commercial" may be similar to names for zoning districts (such as "neighborhood commercial").

- (1) Approach to categorizing uses. The use categories found in the use table are set forth in this section. Any use not specifically set forth in this section is expressly prohibited, unless the planning and zoning manager or designee determines that the use is similar to a permitted use in accordance with this section. Where such similar permitted use is subject to limited use standards or conditional use approval, the proposed use shall also be subject to such standards or approval.
- (2) Use table key—Types of uses.
 - a. Uses permitted by right (P). A "P" indicates that a use is allowed by right in the respective district. Such uses are subject to all other applicable requirements of these regulations.
 - b. Uses permitted as administrative limited uses (L). An "L" indicates a use that will be permitted subject to the use limitations in section 25-339. L's are uses that require the approval of the community development director and the conditions expressed in section 25-339. Administrative limited uses are subject to all other applicable requirement of these regulations, including the additional standards contained in section 25-339, except where expressly modified by the community development director as part of the administrative limited use approval. A sign is required to be posted on property informing public of request for limited use. Request granted, granted with modifications, deferred for additional information, or denied by staff within ten (10) days if no written objections stating reasons for objections are received from interested parties. If written objection received, request is scheduled for consideration by planning commission's next scheduled meeting.
 - c. Uses permitted as conditional uses (CU). A "CU" indicates a use that is allowed only where approved as a conditional use by the city planning commission. Conditional uses are subject to all other applicable requirements of these regulations, including the additional standards contained in section 25-285, except where expressly modified by the commission as part of the conditional use approval.
 - d. **Uses not allowed. A blank cell in the use table indicates that a use is not allowed in the respective district.**

(3) Use table.

USE CATEGORY	SPECIFIC USE	RESIDENTIAL					COMMERCIAL, INDUSTRIAL AND USES					
		RE-1	R1-A	R-1	R-2	R-3	C-1	C-2	C-3	CIP	CBD	PU

	Adult Entertainment (See <u>Sec 25-292</u>)											
	Crematorium								P			P
	Research laboratory without manufacturing facility						P	P	P			P
Open Storage	All Open Storage							L	L			P
Warehouse and Freight Movement	All warehouse and freight movement, except as listed below							CU	CU			
	Warehouse, storage without flammable liquids							CU	CU			L
	Stockpiling								CU			
Waste-Related Service	All waste-related services								CU			
	Recycling equipment and facilities								CU			
Wholesale Trade	All wholesale trade							P	P			P

- e. Landscaping/buffers: Building shall be buffered from property lines consistent with existing adjacent, or nearby buildings as to provide uniform landscaping and buffering. Landscape planting requirements shall meet the requirements of a type "a" buffer as described in section 6.6.

3.4.7. **C-2 Downtown Commercial District.**

1. Description of district. This district is established to provide the primary commercial area to meet the retail and service needs of the city and to provide a unique and enjoyable shopping and activity center for the region. This district is most appropriate downtown, with "downtown" generally being considered to be that area of compact and continuous commercial uses radiating from the intersection of Donnelly Street and Fifth Avenue. This district may be allowed in areas designated as "commercial" on the future land use map of the comprehensive plan.
2. Permitted uses:
 - a. Drug stores, shoe repair, hardware stores, jewelry stores, banks, florists, camera stores, luggage stores, tailor shops, photographic studios, liquor stores selling liquor for consumption off premises, restaurants, bars and cocktail lounges associated with restaurant uses, newsstands, office supplies, paint stores, antique shops, similar retail sales activities to those listed above.
 - b. Motels and hotels.
 - c. Offices.
 - d. Specialty shops.
 - e. Theaters.
 - f. Variety stores.
 - g. Parking garages.
 - h. Department stores.
 - i. Convenience stores.
 - j. Museums.
 - k. Art galleries.
 - l. Photographic and fine arts studios.
 - m. Real estate offices.
 - n. Bakeries.
 - o. Dwellings consistent with the comprehensive plan.
 - p. Neighborhood retail.
 - q. Personal service establishments.
 - r. Residential associated with the permitted uses set forth above.
3. Conditional uses (See section 2.5.1.5): Any building or structure that is, in the opinion of

the development review coordinator, not clearly permitted in the C-2 district may be required to obtain a conditional use permit.

4. Prohibited uses: The following uses are specifically excluded from the C-2 district:
 - a. Gas and oil service centers.
 - b. Shopping centers and discount houses.
 - c. Any commercial establishment involving manufacturing, warehousing, excessive traffic generating activity, or any activity likely to cause objectionable noise, fumes, vibrations, dust, odor or fire hazard.
 - d. Drive-in facilities.
 - e. Day care centers.
 - f. Medical marijuana dispensaries.
 - g. Non-medical marijuana sales.
 - h. Cannabis farms.
5. Site development standards: Within the downtown area, development will generally be required to be compatible with the existing downtown character.
 - a. Minimum building setbacks: At a minimum, buildings shall be set back from property lines consistent with existing adjacent or nearby buildings so as to provide a uniform frontage and spacing without blocking reasonable visibility of existing buildings.
 - b. Maximum building heights: 35 feet.
Within 100 feet of Lake Dora: 25 feet.
 - c. Minimum street frontage: No minimum; provided, that building and fire codes can be met and necessary service areas can be provided.
 - d. Loading areas: Loading areas as required in section 6.5 will be provided except where such areas are determined to be infeasible for existing buildings.
 - e. Landscaping/buffers: Buildings shall be buffered from property lines consistent with existing, adjacent or nearby buildings as to provide uniform landscaping and buffering.
 - f. Signs: The requirements of section 6.7 shall apply.
 - g. Access: Pedestrian access is of primary importance in the downtown area. Sidewalks shall be provided as needed to provide pedestrian access to the proposed project, to adjacent properties as appropriate and to maintain the overall sidewalk system downtown. Vehicular access will in most cases be limited to rear service areas and parking lots. Front or side yard parking may be permitted when it is demonstrated that the character of the downtown area will not be adversely affected.
 - h. Canopies, awnings and arcades: Notwithstanding any other city ordinance or codes

Section 8-8 - Application of District Regulations	NOTES: Table 8-2 Permitted and Special Uses
Section 8-9 - Reserved	1. This use may be permitted subject to the provisions of the Planned Development Regulations and subject to the authority of the Comprehensive Plan Future Land Use Map.
Section 8-10 - Variance to Dimensional Requirements	2. Ancillary Apartments are defined as dwelling units above the first story of any structure having the first story devoted to commercial uses.
Section 8-11 - Zoning District Regulations	3. a. One (1) Guest Apartment is permitted within the RSE-A zoning district subject to the following: 1. The property is one (1) acre or larger in size; and, 2. The apartment is used exclusively to house members of the family occupying the principal dwelling, or their non-paying guests; and, 3. The living area is no greater in size than twenty-five percent (25%) of the living area, excluding carports, garages, breezeways, and screened or open porches of the principal dwelling or six-hundred (600) square feet, whichever is greater; and, 4. The apartment complies with the setback requirements for a principal structure for the district in which it is located.
Section 8-12 - Supplemental Regulations	[b. Reserved.]
CHAPTER 9 - HISTORIC PRESERVATION OVERLAY DISTRICT	c. One (1) Guest Apartment is permitted within the BME-C zoning district in the Community Redevelopment Area Overlay subject to the following:



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

Staff Report

TO: Eustis City Commission
FROM: Ronald Neibert, City Manager
DATE: April 18, 2019
RE: DISCUSSION REGARDING COMMISSION ATTENDANCE AT COMMUNITY EVENTS

Introduction:

A Commissioner has requested discussion on which community events are attended by Commissioners and which events are budgeted for attendance.

Recommended Action:

In the annual budget, funds are budgeted for the Commission under Travel and Per Diem. Those funds are allocated as follows:

1. \$800 - Attendance at Miscellaneous Events
2. \$600 - Chamber breakfasts
3. \$600 - Lake County League of Cities
4. \$1500 - Lake Legislative Days in Tallahassee
5. \$5850 - Florida League of Cities annual conference

Reviewed by:

Ronald Neibert, City Manager
Mary Montez, City Clerk

Approved - 29 Mar 2019
Approved - 29 Mar 2019



City of Eustis

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