



City of Eustis, Florida

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

Meeting Minutes - Final City Commission Workshop

Thursday, May 4, 2017

5:00 PM

City Hall

CALL TO ORDER: Mayor Morin - 5:20 p.m.

ACKNOWLEDGEMENT OF QUORUM AND PROPER NOTICE

Present: 4 - Anthony Sabatini; Linda Bob; Carla Gnann-Thompson; and Robert Morin

Absent: 1 - Marie Aliberti

I. Workshop Item

[16358](#)

Draft of Five Year Capital Improvement Plan

Rob Visser, Assistant Finance Director, provided an overview of the draft Capital Improvement Plan for FY2017-18 through FY21-22. He explained the purpose of a Capital Improvement Plan and the process for prioritizing projects. He cited the major projects for FY17-18. He reviewed the CIP funding analysis citing the various funding sources and estimated amounts. He explained the rest of the budget process with the final CIP acceptance on July 20th and adoption of the CIP along with the budget in September.

II. Commission Discussion

The Commission questioned how many grants the City received in the current fiscal year and when work would begin on the skatepark with Colleen Scott, Finance Director, responding that the City was awarded the following grants: 1) CDBG; 2) FRDAP; 3) St. John's River Water Management District; and 4) Burn.

Rick Gierok, Public Works Director, reported the City was awarded \$2.75 million from St. Johns for the Eastern Wastewater Treatment Plant expansion and a FRDAP grant for the Sunset Island improvements in the amount of \$100,000 which is a 50/50 match. He added that the estimated cost for the skatepark exceeds that amount. He explained prior to beginning the project, the City had to do a complete title search of the area but they have now received the Notice to Proceed. He stated that the design-build RFP should go out in two weeks. He noted the additional time involved due to meeting the needs of the grant requirements and the intent to hold public forums to get input on the design.

Mr. Gierok then stated the City just received the Notice to Proceed for the Carver Park project following completion of that title search. He reported on the \$750,000 CDBG grant and required environmental studies and economic impact statement. He stated that the City will probably not receive final approval until June or July.

The Commission asked when the City would be selecting the contractor for the skatepark with Mr. Gierok indicating the RFP would be out in approximately two

weeks after that it would probably be a three to four week process for them to submit their proposals. He explained the companies would submit concept plans.

The Commission asked who would be on the selection committee and if the contractor would be selected prior to public input.

Mr. Gierok indicated he would have to check with Purchasing regarding the selection committee. He explained the contractor would be selected prior to public input due to the selection being made according to financial stability and other qualifications. He stated the public meetings would be held prior to development of the design.

The Commission expressed concern regarding how the contractor will be selected and the need to insure the quality of the skatepark and how soon construction would actually begin.

Mr. Gierok indicated that the selection should be made in mid to late June with public input to begin over the summer and construction potentially beginning by the end of the fiscal year.

The Commission questioned when the Lakeview project would begin with Mr. Gierok stating that the prebid had been held with the bids due in May. He expressed hope that the project would come in within budget although prices have gone up and the scope has increased. He estimated one year for construction completion with the project to be completed in four phases.

The Commission questioned the CRA projects and cited the need to have visible projects. The suggestion was made whether funding could be provided for home improvements.

Mr. Visser cited the following as CRA funded projects: sidewalk improvements within the CRA district, Lake Eustis seawall, and Bay Street drainage improvements. He indicated that staff could discuss with Tom Carrino what are additional allowable uses of CRA funds.

The Commission commented on the need to provide funding to address blight within the CRA and the community seeing improvements in the downtown portion but not in the residential portion.

Mr. Gierok explained that both Carver Park and Palmetto Park were CRA projects; however, staff identified available grant funds and applied for those. He explained that frees up funds to be used for other projects.

Ms. Scott noted that Tom Carrino will be holding a CRA community workshop in the near future. She commented on the legislature's efforts to discontinue the CRAs. She noted the additional homestead exemption that would probably pass.

Discussion was held regarding utilizing CDBG funds for home improvement grants and low interest loans.

Ms. Scott added that the City has incentives available and cited challenges in informing the residents about programs and lack of participation. She suggested that information could be included on the utility bills.

III. Public Input - None

IV. Commission Direction

CONSENSUS: It was a consensus of the Commission for staff to move forward with consideration of the use of CRA funds for home improvement grants or loans.

V. Adjournment - 5:53 p.m.

*These minutes reflect the actions taken and portions of the discussion during the meeting. To review the entire discussion concerning any agenda item, go to www.eustis.org and click on the video for the meeting in question. A DVD of the entire meeting or CD of the entire audio recording or verbatim transcript of the meeting can be obtained from the office of the City Clerk for a fee.