

**U.S. HIGHWAY 441/27 CRA
AGENDA
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, FEBRUARY 27, 2023 5:20 PM**

1. CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. APPROVE MINUTES:

A. Regular meeting held September 15, 2022

3. RESOLUTIONS:

- A. Resolution of the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg, Florida providing funding for the Facade Sign, and Landscape Grant program for projects located within the U.S. Highway 441 / 27 Community Redevelopment Agency Area for Fiscal Year 2023; and providing an effective date. (FSL Grants 2023).**
- B. Resolution of the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg, Florida providing funding for the Home Improvement Grant Program for projects located within the U.S. Highway 441 / 27 Community Redevelopment Agency Area for Fiscal Year 2023; and providing an effective date. (HIG Grants 2023).**

4. ROLL CALL:

5. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the

proceedings, and that for such purpose they 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." The City of Leesburg does not provide this verbatim record.

AGENDA MINUTES
U.S. HIGHWAY 441 / 27 CRA MEETING
CITY HALL, 501 W MEADOW STREET, LEESBURG, FL
THURSDAY, SEPTEMBER 15, 2022 5:20 PM

1. CALL TO ORDER

The U.S. Highway 441/27 Community Redevelopment Agency held a regular meeting on Thursday, September 15, 2022, at Leesburg City Hall. Chairperson Pederson called the meeting to order at 5:20 p.m. with the following members present:

Commissioner Jimmy Burry
Commissioner John Christian
Commissioner Jay Connell
Commissioner Dan Robuck
Chairperson Mike Pederson

Also present were City Manager (CM) Al Minner, City Clerk (CC) J. Andi Purvis, the news media, and others.

INVOCATION

The invocation was given at the Carver Heights / Montclair Area Community Redevelopment Agency meeting held immediately prior to this meeting.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

2. APPROVE MINUTES:

A. Regular meeting held September 16, 2021

Commissioner Burry made a motion to approve the regular meeting minutes of September 16, 2021 and Commissioner Robuck seconded the motion.

Chairperson Pederson requested comments from the Commission and the audience.

The roll call vote was:

Commissioner Connell	Yes
Commissioner Robuck	Yes
Commissioner Burry	Yes
Commissioner Christian	Yes
Chairperson Pederson	Yes

Five yeas, no nays, the Commission approved the regular meeting minutes.

3. RESOLUTIONS:

A. Resolutions amending the Budget for Fiscal Year 2021-22 and adopting the Budget for Fiscal Year 2022-23 for the U.S. Highway 441/27 Community Redevelopment Agency.

1. Resolution of the U.S. Highway 441 / 27 Community Redevelopment Agency of Leesburg, Florida, approving the amended Fiscal Year 2021-22 budget; appropriating certain funds to specific redevelopment projects; and providing an effective date.

ADOPTED RESOLUTION 43

Commissioner Robuck introduced the resolution to be read by title only. CC Purvis read the resolution by title only.

Commissioner Burry made a motion to adopt the resolution and Commissioner Christian seconded the motion.

Chairperson Pederson requested comments from the Commission and the audience.

CM Minner stated there was no material change in this budget since it was discussed during the workshops. Its strategy is to keep as much cash flowing in from the increments so that we can pay the note and it has been healthy and as it continues to get healthy we planted the seed where maybe we can use some of the cash to fund the 441/ Newell Hill to Perkins utility relocations as FDOT looks to widen that road. We had some previous discussion on that, both positive and negative, so that is to be continued. No decision on that. **Commissioner Burry** asked if that was concessions with FDOT. **CM Minner** said that was amongst whether we wanted to use these funds to remove the utilities or those respective utility funds.

The roll call vote was:

Commissioner Robuck	Yes
Commissioner Burry	Yes
Commissioner Christian	Yes
Commissioner Connell	Yes
Chairperson Pederson	Yes

Five yeas, no nays, the Commission adopted the resolution.

2. Resolution of the U.S. Highway 441/27 Community Redevelopment Agency of Leesburg, Florida, approving the Fiscal Year 2022-23 Budget; approving certain funds to specific redevelopment projects; and providing an effective date.

ADOPTED RESOLUTION 44

Commissioner Burry introduced the resolution to be read by title only. CC Purvis read the resolution by title only.

Commissioner Christian made a motion to adopt the resolution and Commissioner Robuck seconded the motion.

Chairperson Pederson requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Burry	Yes
Commissioner Christian	Yes
Commissioner Connell	Yes
Commissioner Robuck	Yes
Chairperson Pederson	Yes

Five yeas, no nays, the Commission adopted the resolution.

4. ROLL CALL:

Commissioner Burry had no further comment.

Commissioner Robuck had no comment.

Commissioner Connell had no comment.

Commissioner Christian had no comment.

Chairperson Pederson had no further comment.

5. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they 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." The City of Leesburg does not provide this verbatim record.

The meeting adjourned at 5:23 p.m.

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 3.A.

Meeting Date: February 27, 2023

From: Dan Miller, (Planning and Zoning Director)

Subject: Resolution of the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg, Florida providing funding for the Façade Sign, and Landscape Grant program for projects located within the U.S. Highway 441 / 27 Community Redevelopment Agency Area for Fiscal Year 2023; and providing an effective date. (FSL Grants 2023).

Staff Recommendation:

Staff recommends approval of the attached request for funding of the annual Façade, Sign and Landscape Grant program for the projects located within the U.S. Highway 441 / 27 Community Redevelopment Area.

Analysis:

The purpose of this program is to offer local businesses the opportunity to apply for grant funds to enhance the aesthetics of their properties, thereby beautifying the City of Leesburg's major corridors. The City of Leesburg has received two (2) grant applications in the U.S. Highway 441 / 27 CRA. After review, staff is recommending funding shown in the attached Exhibit A. All construction is required to be completed within one (1) year of approval of the grant.

Procurement Analysis:

N/A

Options:

1. Approve the recommendation for funding the Façade, Sign and Landscape Grant program in the U.S. Highway 441 / 27 CRA as presented; or
2. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

The total cost of the funding proposed within this request is **\$21,445.80**. Funds are available from the U.S. Highway 441 / 27 Community Redevelopment Agency.

RESOLUTION NO. _____

**RESOLUTION OF THE U.S. HIGHWAY 441 / 27 COMMUNITY
REDEVELOPMENT AGENCY OF THE CITY OF LEESBURG, FLORIDA
PROVIDING FUNDING FOR THE FACADE SIGN, AND LANDSCAPE GRANT
PROGRAM FOR PROJECTS LOCATED WITHIN THE U.S. HIGHWAY 441 /
27 COMMUNITY REDEVELOPMENT AGENCY AREA FOR FISCAL YEAR
2023; AND PROVIDING AN EFFECTIVE DATE. (FSL GRANTS 2023).**

**BE IT RESOLVED BY THE U.S. HIGHWAY 441 / 27 COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF LEESBURG, FLORIDA:**

THAT the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg hereby authorizes staff to execute FSL Grant Awards in the U.S. Highway 441 / 27 Community Redevelopment Agency area in the amount of **\$21,445.80**, as shown in attached Exhibit A, pursuant to the requirements of the Façade, Sign and Landscape Grant Program.

THAT this resolution shall become effective immediately.

PASSED AND ADOPTED by the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg, Florida, at a regular meeting held on the 27th day of February 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A**RECOMMENDED FUNDING FSL GRANTS IN 27 441 CRA 2023**

Project #	Project Name	Improvements	General Location	CRA	REC FUNDING
SGA-22-506	Cherry Blossoms	Sign, Awning	1022 W North Blvd	27 441 CRA	\$5,040.00
SGA-23-5	Sunrise Dental	Monument sign, Awning, Landscaping	2408 W Main St	27 441 CRA	\$16,408.80

TOTAL = \$21,445.80

City of Leesburg Lake Front City

Agenda Memorandum

Item No: 3.B.

Meeting Date: February 27, 2023

From: Dan Miller, (Planning and Zoning Director)

Subject: Resolution of the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg, Florida providing funding for the Home Improvement Grant Program for projects located within the U.S. Highway 441 / 27 Community Redevelopment Agency Area for Fiscal Year 2023; and providing an effective date. (HIG Grants 2023).

Staff Recommendation:

Staff recommends approval of the attached request for funding of the annual Home Improvement Grant program for the projects located within the U.S. Highway 441 / 27 Community Redevelopment Agency Area.

Analysis:

The purpose of this program is to offer grants to single-family residential homes including façade, safety, and code violations. The City of Leesburg has received three (3) grant applications in the U.S. Highway 441 / 27 CRA. After review, staff recommends funding shown in the attached Exhibit A. All construction is required to be completed within one (1) year of approval of the grant.

Procurement Analysis:

N/A

Options:

1. Approve the recommendation for funding the Home Improvement Grant program as presented; or
2. Such alternative action as the Commission may deem appropriate.

Fiscal Impact:

The total cost of the funding proposed within this request is **\$15,000.00**. Funds are available from the U.S. Highway 441 / 27 Community Redevelopment Agency.

RESOLUTION NO. _____

**RESOLUTION OF THE U.S. HIGHWAY 441 / 27 COMMUNITY
REDEVELOPMENT AGENCY OF THE CITY OF LEESBURG, FLORIDA
PROVIDING FUNDING FOR THE HOME IMPROVEMENT GRANT
PROGRAM FOR PROJECTS LOCATED WITHIN THE U.S. HIGHWAY 441 /
27 COMMUNITY REDEVELOPMENT AGENCY AREA FOR FISCAL YEAR
2023; AND PROVIDING AN EFFECTIVE DATE. (HIG GRANTS 2023).**

**BE IT RESOLVED BY THE U.S. HIGHWAY 441 / 27 COMMUNITY REDEVELOPMENT
AGENCY OF THE CITY OF LEESBURG, FLORIDA:**

THAT the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg hereby authorizes staff to execute HIG Grant Awards in the U.S. Highway 441 / 27 Community Redevelopment Agency area in the amount of **\$15,000.00**, as shown in attached Exhibit A, pursuant to the requirements of the Home Improvement Grant Program.

THAT this resolution shall become effective immediately.

PASSED AND ADOPTED by the U.S. Highway 441 / 27 Community Redevelopment Agency of the City of Leesburg, Florida, at a regular meeting held on the 27th day of February 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A**RECOMMENDED FUNDING HIG GRANTS IN 27 441 CRA 2023**

Project #	Homeowner's Name	Improvements	General Location	CRA	REC FUNDING
HIG-22-549	Guzman	Window replacement & Roof	312 Nebraska Ave	27 441 CRA	\$5,000.00
HIG-23-34	Uptigrove	Soffits, gable ends, paint, 2 doors	1005 Lee St	27 441 CRA	\$5,000.00
HIG-22-318	Moore	Interior damage to house caused by roof leak	1605 Sterns Dr	27 441 CRA	\$5,000.00

TOTAL = \$15,000.00