

AGENDA
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, SEPTEMBER 25, 2023 5:30 PM

1. CALL TO ORDER

INVOCATION

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

2. PROCLAMATIONS:

3. PRESENTATIONS:

A. Employee Service Award Recognitions:

Five Years: Stephano D'Agostino, Police; and Johnathan Hernandez, Police

Ten Years: Leonides Gonzalez, Fire

Twenty Years: Michelle Kauffman, Library

Twenty-Five Years: Chad Conklin, WasteWater Collection; and David Robinson, Police

4. PUBLIC COMMENTS:

This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Issues brought up will not be discussed in detail at this meeting. Issues will either be referred to the proper staff or will be scheduled for consideration at a future City Commission Meeting. Comments are limited to three minutes.

5. CONSENT AGENDA:

Routine items are placed on the Consent Agenda to expedite the meeting. If the Commission/Staff wish to discuss any item, the procedure is as follows: (1) pull the item(s) from the Consent Agenda; (2) vote on remaining items with one roll call vote, (3) discuss each pulled item and vote by roll call

A. CITY COMMISSION MEETING MINUTES:

1. Regular meeting held September 11, 2023

2. Special meeting (Tentative Millage & Budget) held September 14, 2023

B. PURCHASING ITEMS:

1. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute an Agreement with Compost USA; and providing an effective date.**
2. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute Amendment Two with Odyssey Manufacturing Company to provide the annual requirements of liquid sodium hypochlorite (aka chlorine) for the City's water and wastewater operations, providing for a unit price cost adjustment; and providing an effective date.**
3. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a contract amendment with WHM Services, LLC. for structure demolition services; and providing an effective date.**
4. **Resolution of the City Commission of the City of Leesburg, Florida authorizing execution of Amendment One to an existing agreement with Otto Environmental Systems North America, Inc. extending the contract and adding an additional item; and providing an effective date.**

C. RESOLUTIONS:

1. **Resolution of the City Commission of the City of Leesburg, Florida, Vacating a Right-of-Way and Utility Easement as recorded in Official Records Book 1270, Page 1788, Public Records of Lake County, Florida; providing for the repeal of prior inconsistent resolutions; providing for severability; and providing an effective date.**
2. **Resolution of the City Commission of the City of Leesburg, Florida, approving the inventory list of publicly-owned surplus property suitable for affordable housing that is owned by the City of Leesburg and the Carver Heights / Montclair Area Community Redevelopment Agency; and providing an effective date.**
3. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and the City Clerk to execute a Cost Share Agreement between the St. Johns River Water Management District and the City of Leesburg; and providing an effective date.**
4. **Resolution of the City Commission of the City of Leesburg, Florida accepting a Right-of-Way Deed to the City of Leesburg from Village**

- Community Development District No. 14, for the purpose of dedicating all roadways located within Villages of West Lake Unit No. 78, Unit No. 79, Unit No. 80, Unit No. 81, Unit No. 82, and Unit No. 83 as described therein; and providing an effective date.**
- 5. Resolution of the City Commission of the City of Leesburg, Florida accepting a Right-of-Way Deed to the City of Leesburg from Village Community Development District No. 14, for the purpose of dedicating all roadways located within Villages of West Lake Unit No. 84 as described therein; and providing an effective date.**
 - 6. Resolution of the City Commission of the City of Leesburg, Florida accepting a Right-of-Way Deed to the City of Leesburg from Village Community Development District No. 14, for the purpose of dedicating roadways located within Chinook Court and additional right-of-ways within Villages of West Lake Unit Nos. 82 and 83 as described therein; and providing an effective date.**
 - 7. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to Execute a New Memorandum of Agreement with U.S. Customs and Border Protection, defining new terms of the Leesburg International Airport User Fee Facility; and providing an effective date.**
 - 8. Resolution of the City Commission of the City of Leesburg, Florida, amending the Workday Schedule and Fee Schedule for aircraft inspection and clearance at Leesburg International Airport, by the U.S. Customs and Border Protection; and providing an effective date.**
 - 9. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Fifth Amendment to Memorandum of Understanding between The City of Leesburg and The Villages of Lake and Sumter, Inc., related to U.S. Customs and Border Protection services at Leesburg International Airport; and providing an effective date.**
 - 10. Resolution of the City Commission of the City of Leesburg, Florida, presenting a determination on the implementation of the PURPA (Public Utility Regulatory Policies Act) Standards contained in the Energy Policy Act of 2005; and providing an effective date.**
 - 11. Resolution of the City Commission of the City of Leesburg, Florida authorizing a four-year extension to the current agreement with Florida Blue to provide administrative services for the City's group health insurance plan; and providing an effective date.**

12. **Resolution of the City Commission of the City of Leesburg, Florida authorizing execution of an agreement with Sun Life Assurance Company of Canada to provide Excess Stop Loss Insurance for the City's group health insurance plan; and providing an effective date.**
13. **Resolution of the City Commission of the City of Leesburg, Florida, appointing one regular and two alternate members to the Leesburg Planning Commission; and providing an effective date.**
14. **Resolution of the City Commission of the City of Leesburg, Florida, appointing one Library Advisory Board member to a five-year term ending September 30, 2028; and providing an effective date.**

**6. PUBLIC HEARINGS AND NON-ROUTINE ITEMS:
COMPREHENSIVE PLAN INFORMATION SIGN-UP SHEET (YELLOW)
AVAILABLE**

- A. **Public Hearing on the proposed millage and proposed budget for Fiscal Year 2023-24**
 1. **Announce the name of the taxing authority, the rolled-back rate, and the millage rate to be levied.**
 2. **Discuss the proposed aggregate millage rate**
 3. **Request comments from the public regarding adoption of the final millage rate**
 4. **Resolution of the City Commission of the City of Leesburg, Florida finally adopting 3.4752 mills as the Fiscal Year 2023-24 millage rate for the City of Leesburg, Florida, representing the current year proposed aggregate millage rate of 3.4752 which is 0.00% more than the current year rolled back rate; and providing an effective date.**
 5. **Request comments from the public regarding adoption of the final 2023-24 Budget**
 6. **Resolution finally adopting the Fiscal Year 2023-24 Budget**
 7. **Announce the adopted millage rate**
- B. **SECOND READING OF ORDINANCES:**

1. **An Ordinance of the City of Leesburg, Florida, further amending the City of Leesburg Retirement Plan for General Employees, adopted pursuant to Ordinance No. 18-31, as subsequently amended; amending Section 6, Benefit Amounts and Eligibility; amending Section 5, cost of living adjustment; providing for codification; providing for severability of provisions; repealing all ordinances in conflict herewith; and providing an effective date.**
2. **An Ordinance amending the comprehensive plan of the City of Leesburg, Florida, changing the future land use map designation of certain property containing 8.03 +/- acres from Medium Density Residential to High Density Residential, for a multi-family development on a property generally located south of Park Holland Road and east of Picciola Road as legally described in Section 15, Township 19 South, Range 24 East; Lake County, Florida; and providing an effective date. (PMF Leesburg SSCP)**
3. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 8.03 acres from PUD (Planned Unit Development) and C-3 (General Commercial) to SPUD (Small Planned Unit Development) for a property generally located south of Park Holland Road and east of Picciola Road, as legally described in Section 15, Township 19 South, Range 24 East, Lake County, Florida; and providing an effective date. (PMF Leesburg PUD)**

C. FIRST READING OF ORDINANCES:

1. **An Ordinance of the City of Leesburg, Florida, correcting a scrivener's error on Ordinance 22-17, Hills at Leesburg; pertaining to side setbacks, and adding a requirement for gutters; for a property consisting of approximately 41.69 acres; and being generally located east of County Road 44 and north of Seng Road, as legally described in Section 01, Township 19 South, Range 25 East, Lake County, Florida; and providing an effective date. (Hills at Leesburg PUD scriveners)**

D. NON-ROUTINE ITEMS:

1. **Resolution of the City Commission of the City of Leesburg, Florida requesting approval to proceed with the special event permitting process for the Shamrocking BBQ & Beer Festival event on March 15-16, 2024; and providing an effective date.**

7. INFORMATIONAL REPORTS:

The following reports are provided to the Commission in accordance with the Charter/Ordinances. No action required.

A. Financial Reports as of July 2023

8. CITY ATTORNEY ITEMS:

9. CITY MANAGER ITEMS:

10. ROLL CALL:

11. 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.