

**AGENDA MINUTES
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, JULY 22, 2024 5:30 PM**

1. CALL TO ORDER

The City of Leesburg Commission held a regular meeting on Monday, July 22, 2024, at Leesburg City Hall. Mayor Burry called the meeting to order at 5:30 p.m. with the following members present:

Commissioner Allyson Berry
Commissioner Jay Connell
Commissioner Alan Reisman
Mayor Jimmy Burry

Commissioner Mike Pederson was absent. Also present, were City Manager (CM) Al Minner, City Clerk (CC) J. Andi Purvis, City Attorney (CA) Grant Watson, Deputy City Clerk (DCC) Anna Rottermond, the news media, and others.

INVOCATION

Mayor Burry gave the invocation followed by the Pledge of Allegiance to the Flag of the United States of America.

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

2. PROCLAMATIONS:

A. None

3. PRESENTATIONS:

A. Text My Government by Sonja Shaffer, Helpdesk Manager

Help Desk Manager (HDM) Sonja Vicchiollo said she was there to provide a presentation about some notification initiatives that the IT division has been working on. Currently, the city utilizes two notification systems; TextMyGov and TextPower, which the electric director touched on at the last city commission meeting. Last month, Commissioner Reisman brought up SeeClickFix, which has been kicked around over the past year.

SeeClickFix is an avenue for citizens to report public works or code enforcement type issues. Once that issue is reported, they are able to see the actions that staff have taken in real time. This is not a

notification system, it is a CRM system. It does have notification capabilities, but in order to receive the notifications, you have to download the application to your cellphone and set up the notification alerts. If they want to inform citizens about emergencies, they would need to set up an additional module for that to work. Currently, the city uses TextPower and TextMyGov.

TextPower is a notification system that is specifically used for electric/utility usage. This system allows citizens to text in words, such as power outage, and that would trigger an automatic status response throughout the duration of the outage. A citizen can text the keyword power, the system will recognize that phone number, and know where they live. It will send updates about the outage until the power has been restored. The system also has geotargeting. During an outage, the geotargeting circles a perimeter on the map and finds the customers within that perimeter, and if we have their phone numbers, the system will send out a notification saying we are aware of an outage in that area. We could do that manually with TextPower, but it would take an export/import from one database to another. It would take time to set up, but that is not ideal to use during an event. When the infrastructure is up-to-date, it will happen automatically, so as soon as the responder system recognizes an outage it will pull the phone numbers and blast out a text.

TextMyGov is used for all other notifications. It is currently being used to handle general alerts. For example, if a citizen texts the word bill or hours, they will receive an automatic response based on those keywords. At this time, IT staff hope they are receiving relevant information based on the keywords used. Reporting and routing are code enforcement and public works issues. They set up a workflow, so if a citizen types the keyword pothole they are prompted by a thank you for reporting. Then the system asks them to provide the address or location of the pothole. It also asks if they can provide a brief description, it responds to that text saying their report is being routed to the appropriate department. It also has group push notifications. There were previous discussions about the city notifying people and this is the program they were most likely referring to. The reason some people did not receive that notification was because they were not opted into that subscription group. We have two avenues for notifying people; geotargeting, which forces them to get a text message, and we have the general texts that citizens opt into. With the opt-in feature, there are three groups; general alerts, which are used to send out boil water notices, things like that. We also have events and aquatics and both of these are used quite frequently. If someone wants general alerts, they have to opt in to that subscription, so when we send out a notification to that general group, they will get it. When they first sent out the boil notice alert, they sent it to ninety people because that was the number of citizens signed up for those alerts and by the time the event ended they had ninety-nine people signed up for those alerts. This happens a lot when it comes to hurricanes. People will opt in for the general alerts during the hurricane season, then they will opt out after the season is over. That is the difference between geotargeting and opt-in. It is a choice, and it is a choice that the staff does not make. It is a choice that the citizen needs to make. If they want to force notifications, they could do that.

Providing some examples, she showed a text that was received on TextMyGov where someone texted the keyword aquatic hours, and the system automatically sent back the response giving the hours and costs along with the link to the city website where further information on their keywords can be found. One of the main goals IT has is keeping consistent branding and messaging, and they always want to drive them back to the website. Almost every reply that is sent out includes a tag back to the website. When it came to the fireworks, someone texted the word fireworks, so they received updates on the fireworks. Everyone knew there were rain delays, so people subscribed to events so they could receive alerts regarding the fireworks.

Referring to a slide, she showed the top keywords; and bill was at the top. They receive a lot of inquiries about billing. They want to know how to pay their bill and how to set up service. Of course, they receive

a text back informing them what they need to do, and they drive them back to the website because the data on the website is consistent. She showed an example of a workflow where someone reported a pothole, and the first line back is what everyone receives the first time they opt in or the first time they hit subscription. We say hello, and provide some directions. They also provide some information about using the system.

Referring to a slide, she showed a message that was sent to the public works department. These messages are sent to the appropriate department as soon as they are finished texting. Again, the boil water notice that was sent out went to ninety people at the direction of the public works director, who called and asked for that notice to be sent out. IT will never send out a notice automatically because we want to be careful with general alerts because they are used for emergency purposes. They do not want to inundate people.

Referring to another slide, she showed the top ten keywords for July, which were bill, pool, and power. The keywords stay pretty consistent every month. That seems to be the information most people are looking for. In July, she noted that Star Spangled Spectacular and pipe burst were keywords used because those were two things that happened in July. This type of technology is not infallible, it does take some massaging and, obviously, we do not have the Star Spangled Spectacular every month, so someone has to go in and enter that information into the system. They have a staff member who checks these programs every morning, they look at the keywords to try and recognize unrecognized texts that come in. They adjust the responses daily based on keywords that come in. They cannot always perceive how people will ask for information, but for the most part, people are utilizing this. They have not done any campaigns to let people know this is available. It is on the website, and it has been there for a while. It is available on the very top banner of the city website homepage. They did a minor Facebook blast when it was first rolled out about eighteen to twenty-four months ago. In the near future, they will send out a newsletter about this in the utility bills.

Mayor Burry asked when she says text, does the recipient use their cell phone and do they have to download an app? Is that a free app and are there costs associated with this? **HDM Vicchiollo** replied that SeeClickFix was the only app-driven product, but it was not a notification system. It is a free app that they could utilize without providing any information, but if they want to have a notification box, they will have to sign up. **Mayor Burry** questioned if they could use an email address to sign up and if notifications could be sent through emails from TextMyGov. **HDM Vicchiollo** responded that TextMyGov does not do that. Citizens have to go on their phones to enter the number, and they only have to text hello. With geotargeting, that data comes directly from our customer service database. They would monitor all phone numbers and addresses in order to do geotargeting, but that is if the commission was interested in doing that. Right now, they are not doing that because that would be a forced push on the citizens without them opting in. **Mayor Burry** wanted to clarify that over the last two years has the city been using this type of technology? **HDM Vicchiollo** pointed out that they have been using this technology, but it has been used quietly because nothing is infallible and these kinds of products require staff on the backend to watch and monitor so they can teach the software. They need to know what the citizens are asking for so they can program the system to respond appropriately. If they ever used a system where you have to text in a keyword, it does make total sense, but to receive a text back saying the system does not recognize what you are asking, and getting that same response over and over again is frustrating. It takes a good six months to a year to flush out any type of product like this. **Mayor Burry** wanted to verify that she said only ninety people were notified of the boil water alert. **HDM Vicchiollo** responded yes, that was the number of subscribers signed up at that time for general alerts. It does go up during hurricane season because people go on the website looking for information, and they sign up for general alerts. The number of people who sign up for general alerts shoots up by a few hundred during the hurricane season, then it falls off again because people do not want any more technology on their phones.

CM Minner stated that he asked the help desk manager to provide a presentation because she was more detail-centric when it comes to IT stuff. This presentation was driven by a response made by Commissioner Connell about the boil water notice. This was a lesson learned because we now know we need to push out information about the existing technology internally with other departments, as well as invite the public in to use it. They will do that with TextMyGov, a lesson has been learned, and we will endeavor to promote this. He will contact Lakefront TV to do some marketing along with sending out a newsletter with the utility bills. They will do this moving forward and the cost for TextMyGov was about eight thousand dollars per year. **HDM Vicchiollo** agreed. **CM Minner** continued to say that SeeClickFix was an application that Commissioner Reisman talked to him about after the last commission meeting. Right now, Eustis and Tavares use that system, but remember that one is a cellphone app. They can get messages out with TextMyGov, but the Cadillac version would be to marry TextMyGov and SeeClickFix together, but SeeClickFix has a cost of about fourteen and a half thousand dollars annually. **HDM Vicchiollo** said SeeClickFix was between fourteen and a half thousand dollars and seventeen thousand dollars. Their pricing is based on demographics and the number of citizens. They also have an additional notification portion, but she is weary of pushing out too many points of contact because messages can get skewed across platforms. We want consistent messages, but that is available. **CM Minner** said they were looking for direction from the commission. Do they want to push TextMyGov for now or do we want to invest in SeeClickFix too? The only hiccup was a small disconnect between TextPower and TextMyGov because we are trying to integrate TextPower into the IVR system and the Supervisory Control and Data Acquisition system (SCADA) at the electric department. There is a bit of a separation between electric and the other utilities, including water and sewer, because the system that electric uses is a little different from what public works uses. **HDM Vicchiollo** added they currently use TextPower, but she did not have the price for that system. The glorious thing about TextPower is that it can be integrated with our responder system. The responder system basically knows when there is an outage or when a transformer goes down, and it intuitively says we have a probability of this many houses being down. When we have that infrastructure in place in a few years, the responder system will automatically know which customers are affected and if we have their phone numbers, TextPower will send a notification to those customers. They can do that manually now, but it would be really difficult to do that during an event. The goal of TextPower is to have the responder system automatically know who is out and send them a text message. **Commissioner Berry** asked if TextPower only lets customers know when there is an outage or can a customer text TextPower to say they have an outage? **HDM Vicchiollo** answered that when a citizen texts TextPower about an outage, that starts the workflow. That citizen will then receive notifications until the power has been restored. Right now, the citizen has to initiate that communication, but in the future it will not be necessary because the responder system will know who is out and TextPower will send out a text message to the customer affected. **Commissioner Reisman** asked when it comes to having the infrastructure in a few years, what are we talking about money-wise. **HDM Vicchiollo** said, money wise, it is a big figure, and they still have some work to do. **Mayor Burry** inquired about the directions. Did they want to know which avenue to take? **CM Minner** replied they wanted to know if the commission wanted to spend the money to do SeeClickFix, because with the numbers they were looking at around fourteen thousand dollars. It was not a crazy number, but that would be integrated through IT and IT is an allocated fund where all the departments pay a share of it. It would be a small cost spread across all departments. In his conversations with Ms. Vicchiollo, it seemed the easy, cheap fix was to do better with our current technology, and we will do that. Then the question is, do we want to add SeeClickFix? It is a small number, but they want the commission's input. They wanted to provide this information to the commission, so they could see they were trying to tackle the questions that had come up. **HDM Vicchiollo** said SeeClickFix is the bread and butter and what makes that product stand out is not on its notification side. If the goal was notifications, this would not be the product. SeeClickFix is a great app because if a citizen is out jogging, and they see a pothole, they can stop, open the app, and it will automatically geolocate them and put the address in the system for them. They could take a picture

and submit it. From the moment they hit submit, a little dot is placed on the map showing where the report was made. They will be able to see and follow the communication from staff and their efforts to fix the problem. They can watch the status of the report throughout the duration, and it archives everything. If they look at the City of Eustis or the City of Tavares app, they will see a bunch of little dots on the map. Those dots are problems or items the citizens have reported. They love this app, but this was not a notification system. **Commissioner Reisman** pointed out how that app opens communication between the public and city staff, and it helps keep them informed about what is going on. **Mayor Burry** agreed. **HDM Vicchiollo** reminded them that this was more of a public works application.

Commissioner Reisman agreed. **Mayor Burry** said the current notification process that has been worked on the last couple of years does not seem to be working, because we only sent out ninety texts during the boil water alert. **HDM Vicchiollo** agreed. It was a total failure and a lot of that was due to marketing awareness, which is a challenge with any product. If people do not know the product is available, they will not use it. **Mayor Burry** concurred and said that was why he was not sure about spending more money to fix something that has not been truly utilized yet. **Commissioner Berry** asked if they would send out a notification with the utility bills that explains this product, so people are aware.

CM Minner said yes, that was where they were heading. They will push the information out if they do not want to go with SeeClickFix. They will put out a newsletter, and a bulletin with the utility bills. He will talk to Lakefront TV about getting the information out on their TV station along with putting more information about this on the city website. Internally, they will have department conversations to make sure that public works is utilizing this for boil water notices. **Commissioner Berry** asked if the cost of SeeClickFix would be something the individual would pay for? **CM Minner** answered no. That was a free app for the residents. However, there would be a cost to the city to get that software up and running, and that cost was about fourteen thousand five hundred dollars per year. **Commissioner Berry** questioned the pricing of each product. **HDM Vicchiollo** said TextMyGov was about eighty-five hundred dollars and SeeClickFix was between fourteen thousand five hundred and seventeen hundred dollars.

Commissioner Reisman asked if TextMyGov would be easier for people to use even though they have to monitor all the keywords or would SeeClickFix be a better option since they do not have to use keywords. **HDM Vicchiollo** answered that SeeClickFix has some great landscapes when they open up the app for general announcements, and it would drive people back to the website. That application is very button-driven, which people like. On the other hand, TextMyGov has the ability to have as many keywords as we want so we can capture more inquiries and responses through that application.

Commissioner Reisman felt this was a lack of communication on the city's part because he has had TextMyGov for two years, and he has yet to receive an alert about anything. **Mayor Burry** asked if he knew he had to opt in. **Commissioner Reisman** said he has opted in for all of them. **Commissioner Berry** wanted to verify that he did not receive the boil water notice. **Commissioner Reisman** said no. He did not receive the boil water alert. **HDM Vicchiollo** said she looked for his phone number specifically.

Commissioner Reisman said he opted into Leesburg alerts and all the events, and he has not received one alert. **HDM Vicchiollo** said this conversation was driven by the city manager, but after the last city commission meeting, she went back to the office and pulled five people into her geomapping and sent them a text message. She forced that message out, which was an immediate response. She was curious to see why he was not receiving these texts. **Commissioner Reisman** asked if she could make a forced text message just once and if people want to opt out, they can? That way, everyone gets it, and they can choose to opt out. That would be an easy way to let everyone know. **Mayor Burry** thought that was a great idea. **Commissioner Reisman** said he personally liked SeeClickFix for public works and the ease for people walking and seeing a pothole or something that needs to be addressed. They could just take a picture, and it geolocates it. **HDM Vicchiollo** said she could provide statistics on that product because Tavares and Eustis both use it, and they have had it since about 2019. The City of Tavares has received about nine hundred reports submitted by citizens since 2019 and the City of Eustis has received about three hundred since 2019. Technology is a really hard sell to people at this point because we are so inundated with applications and having to sign up and remember different passwords. That is where

campaigns come in. We need to campaign more for TextMyGov or any app we use to let people know they have options. **Commissioner Connell** stated whichever application is easier to use works for him. We just need to do something to get notifications out. He was unaware that the city had these things, so the average citizen may not even know. We need to start with the utility bills. That would be a good option. **Mayor Burry** agreed. We need to get the information out to see if we can better penetrate before adding more steps. **HDM Vicchiollo** said they were not really pushing it because they wanted to massage it first to make sure what they were responding to was appropriate, but with the commissions go ahead, they will start a campaign. **Mayor Burry** asked if there were any other questions. There were none.

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.

Stephanie Jones, owner of Stephanie's Place with a Twist, said her business was located on Fourth Street. She had sent a certified letter addressed to Mayor Burry and the special events manager regarding Bikefest, and how that event affected her business. It was a complaint letter addressed to the special events manager and Mayor Burry. She also got in touch with Governor DeSantis about this. She has been a business owner for about thirty-eight years. Her business is a salon, store, and boutique. She is a cosmetologist, who has been located in downtown Leesburg since 2017. Her original business was established in 1986 and was located at 218 Mike Street. She asked for a certain amount of money from the City of Leesburg because she was affected by a popup wall in front of her business during Bikefest. The city issued a special permit for pop-up tents, which blocked her business during Bikefest, and led to a loss of revenue. She does not normally complain about anything, but she expected to make money during Bikefest. All businesses were welcome to participate in Bikefest, but her business was blocked by a popup wall. A majority of businesses were able to do their part, but there was no access to her business from Magnolia to Main Street. She was invited along with everybody else to participate in Bikefest to make money and she should have. In the past, when her business was blocked, she would complain and say something, then she would not be blocked anymore. This year her street was blocked, but the businesses across the street were able to participate. Her business was the only business that was not able to participate. She is always involved with doing things, not just with her business, because she helps the community and the homeless. She does quite a bit even though they may never hear about it. She is very well known for helping out.

Mayor Burry informed her that he had received the letter, and he spoke with the city manager about it. He apologized for her feeling that the city blocked off her business. This was the first year that our new entertainment division ran this event. He hoped that for future events more notice would be given, so this would not happen again. He was sorry that was how it worked out for her. Bikefest is a huge generator for businesses in the community and some sacrifices have to be made because electricity has to run somewhere, and things have to be set up to entice people to come and spend money. He apologized again for this event affecting her. With the Pine Street project, that project affected all the businesses in that area and the city could not offer them compensation because that road had to be improved. Again, he was sorry that happened, but the city cannot offer compensation. **Ms. Jones** said, without any disrespect, she was not concerned about Pine Street or any other street. She was just concerned about her business and how this affected her. The city gave out the permits and they blocked her business. She was invited as a business owner to be a part of Bikefest. She has no problem with the decisions made, but she should be compensated because her business is open every day. They came, and they made money, but she did not make any money. She is faithful to this city, and she has been here. She did not just open a beauty salon

or business, she has been here since 1986. In the email she received from the city manager he was being derogatory by telling her what she was not going to get. She told him that she would prefer to talk to the commission because he said she should just sue, but she had no intentions of suing the city. She did not care how little it may seem that she lost, but she should be compensated for her loss. She did not know if it was direct or indirect as to how it was set up, but it was wrong that her business was the only business that did not make money.

CM Minner stated the only thing he would add to her statement was that his response was not derogatory in any fashion. It was professional and succinct. He included the commission members in that email, so they saw his very succinct and direct response. He also apologized for that happening to her, but the city would not remunerate her for any losses. **Ms. Jones** reported that she deserves to be compensated. Continuing, **CM Minner** said in their conversation he provided her with other options and again his approach was direct, candid, and professional. The only word he would quibble with was derogatory, and that was some type of sliding, which it was not. Unfortunately, he had to deliver tough news, and he respected Ms. Jones opinion. **Commissioner Berry** inquired about the popup wall. **CM Minner** said she was referring to the vendor tents that were located in the street in front of her business. The pictures that Ms. Jones provided showed the back of a tent that was set up on Fourth Street. **Ms. Jones** said there was a row of tents. **CM Minner** believed the whole stretch of Fourth Street had tents. **Ms. Jones** interjected that across the street and on the side where Magnolia is, those businesses had the chance to make money and the business across the street made money, but her side was the side that was literally shut down. They could not tell there were any businesses back there unless they happened to fumble back there to get out of the crowd. It looked like her business did not exist. This was not something she just wanted to complain about, but that is what happened, and she was affected by it. **Commissioner Berry** wanted to know if there was notification given to the businesses? **Ms. Jones** responded there was a notice that said certain streets would be closed off to vehicular traffic. They did not close it off, they just put a tent up in front of her business. However, people were still able to walk up and down the road. **CM Minner** pointed out that the sidewalk behind the tent was still open. **Ms. Jones** argued that it was not open. They needed to look at her pictures because she put a lot of work into putting the pictures together. **CM Minner** responded that the definitions of circumstances were different because they were notified, and remuneration of businesses losing revenue during a city event or project is a very difficult conversation. Obviously, on occasion there are times when we disrupt private businesses, but obviously, the overwhelming position of the city is that special events or projects are done to increase business in the long term. That was the argument. We notified the businesses, and we followed a plan and perhaps next year that plan needs to be adjusted. The sidewalk was open, and there were vendor tents in front of the businesses, making it harder potentially for people to go to those businesses. As a result of all the things said, he very succinctly and candidly told Ms. Jones that he denied her request, as the city manager. He also informed her of other avenues she might want to take because she disagreed with that denial. Her next immediate option was to come before the commission as a sounding board for his denial. **Ms. Jones** stated the purpose of her coming to the commission was because she decided to go in and meet the city manager. They had a meeting and by the end of their conversation, she was not sure if he was offended. He gave her options at the very end of their conversation, and he let her know, smirking, what she could do. She said she was not trying to sue. He just needed to tell her what she could do, and he was like "you can sue, you can sue us," and she was like, "I am not going to do that." She asked what else she could do, and he told her about this meeting, and that was why she came. He also gave her another option and she was going to keep talking, but she did not want to keep talking because she may have said the wrong thing. She wanted to maintain peace when she left there. However, he did let her know there would be a meeting today and that was why she was there. She told the city manager that she would rather hear more than one person speak to her rather than hear him talk to her. When she got the first email, she was surprised it was from someone else rather than the person she sent it to. She was told the special events manager was out of town and that she would respond to her that Monday, and

before she could receive her response, he had already responded to that email. She never even had a chance to talk to her and that is what landed her there.

Mayor Burry asked if there were any other comments or questions? There were none. He thanked her for her comments. **Ms. Jones** then asked if this was the end of it. **Mayor Burry** said the city manager had already given her options. **Ms. Jones** asked if they would just prefer it if she sued the city? **Mayor Burry** pointed out that he would have preferred that everybody made all the money they possibly could at Bikefest. **Ms. Jones** responded that he could not have, because she did not make any money. **Mayor Burry** said he was sorry that her business suffered during Bikefest, but that event was put on for the greater benefit of the community as a whole. **Ms. Jones** told him he was wrong because her business was the only business that suffered and not to be racist, it was a black business, and it was the only business that was blocked. **Mayor Burry** apologized again for her business being blocked. **Ms. Jones** stated she would not accept any apology because she believed they did not really mean it. She appreciated them listening, but they were all wrong about her business being blocked. She did not like the answer that the city manager gave her because she thought he was rude and very disrespectful. She will leave now, and she will continue to do business in this city. She was not one to go around ignoring people in their businesses and making them feel bad because they lost money. Even if the city did not give her what she asked for, the commission should have given her back the money she lost. They saw the pictures so she should have gotten something.

Commissioner Berry asked if the special events manager was able to talk to Ms. Jones at all. **Ms. Jones**, from the audience, said she never communicated with her because the city manager butted in, and she has yet to hear from the special event manager. **Mayor Burry** clarified that her complaint was referred directly to the city manager, and he responded to that complaint. **Ms. Jones** commented that he did not address her concern. She was not one to argue, so she would leave because she did not want to go low, she would leave high. **Mayor Burry** thanked her for her comments.

Mario Perez Martinez of 2308 Edgewood Avenue said on May 30th a tree branch fell on a pole in his yard. He wanted to have it replaced, but they are charging him to fix it. That pole has been there since 1988 and the last time it was inspected was 2016. He wanted to know if there was a way the city could help with this. **CM Minner** suggested that he reach out to his office tomorrow. If there was some type of claim that needed to be filed, they would get it filed. **Stephanie Mejia**, his mother-in-law, said her daughter could not be there because she had just been released from the hospital. However, it was a cable line pole located on the front left side of the house facing out to the street. That cable line pole had been slanted for years, and when they went to cut down part of the tree to get the limbs off the wires, when they did that, a branch fell and hit the wire. That pole was so weak when it hit it, it just leaned the pole over. They had to get emergency services to come out and replace that pole. When they replaced the pole, they were told that the pole had not been inspected since 2016, and it is supposed to be inspected every two years. Now, they have a bill for \$3,800, and it was not their fault. **CM Minner** asked them to contact his office in the morning, and he would go over that with them in more detail.

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

Commissioner Reisman moved to adopt the Consent Agenda as presented, and Commissioner Connell seconded the motion.

The roll call vote was:

Commissioner Connell	Yes
Commissioner Reisman	Yes
Commissioner Berry	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the Consent Agenda, as follows:
(Each item has its coordinated resolution number listed below the header)

A. CITY COMMISSION MEETING MINUTES:

- 1. Regular meeting held July 8, 2024**

B. PURCHASING ITEMS:

- 1. None**

C. RESOLUTIONS:

- 1. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Leesburg Fire Department to apply for and accept, and purchase, if awarded, a grant from the Florida State Fire Marshal's Office for the purchase of two (2) 30 lb Washer-Extractor designed to clean personal protective equipment to meet NFPA 1851 requirements; and providing an effective date.**

ADOPTED RESOLUTION 11,853

- 2. Resolution of the City Commission of the City of Leesburg, Florida, amending and restating the provisions of Resolution Number 10,619 adopted on April 13, 2020; amending approval authority for Formal Bids in General and Proprietary Funds to be consistent with the current Purchasing approval thresholds, and correcting contradictions and cleaning up language in the Purchasing Policy; and providing an effective date.**

ADOPTED RESOLUTION 11,854

- 3. Resolution of the City Commission of the City of Leesburg, Florida, amending the Fiscal Year 2023-24 Budget for the General, Electric and Gas Tax Funds for the Third Quarter; and providing an effective date.**

ADOPTED RESOLUTION 11,855

4. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute an Agreement to Terminate Gas Transportation Agreement between the City of Leesburg, Florida and Cutrale Citrus Juices, USA, Inc.; and providing an effective date.**

ADOPTED RESOLUTION 11,856

5. **Resolution of the City Commission of the City of Leesburg, Florida, ratifying the Collective Bargaining Agreement with the Professional Firefighters of Leesburg Local 2957, IAFF, AFL-CFO-CLC; and providing an effective date.**

ADOPTED RESOLUTION 11,857

6. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute Public Transportation Grant Agreement FM No. 454901-1-94-01, between the City of Leesburg and the State of Florida Department of Transportation, for the purpose of Airfield Remarking of RW 04/22 and associated Taxiways, and Construction Administration services, at the Leesburg International Airport; and providing an effective date.**

ADOPTED RESOLUTION 11,858

7. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the City Manager and City Clerk to terminate an Agreement for Pre-Construction Service between the City of Leesburg, Florida and ALLSTATE CONSTRUCTION, INC. and authorizing the City Manager to compensate the contractor up to \$50,000 for services rendered; and providing an effective date.**

ADOPTED RESOLUTION 11,859

8. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Post-Closing Occupancy Modification and Extension Agreement between the City of Leesburg and Dance Dynamix, LLC; and providing an effective date.**

ADOPTED RESOLUTION 11,860

6. **PUBLIC HEARINGS AND NON-ROUTINE ITEMS:**

A. SECOND READING OF ORDINANCES

- 1. An Ordinance of the City of Leesburg, Florida, amending the boundary lines of the Village Community Development District No. 14, pursuant to chapter 190, Florida Statutes; and providing an effective date. (Villages CDD 14 Amendment)**

ADOPTED ORDINANCE 24-44

Commissioner Reisman introduced the ordinance to be read by title only. CC Purvis read the ordinance by title only.

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Berry seconded the motion.

Mayor Burry requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Reisman	Yes
Commissioner Berry	Yes
Commissioner Connell	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the ordinance.

- 2. An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 1.93 +/- acres; and being generally located southwest of Montclair Road and west of Thomas Avenue, lying in Section 21, Township 19 South, Range 24 East, Lake County, Florida; providing that said property so annexed shall be liable for its proportionate share of the existing and future indebtedness of said city; providing that such annexed property shall be subject to all laws and ordinances of said city as if all such territory had been a part of the City of Leesburg at the time of passage and approval of said laws and ordinances; providing that such annexed territory shall be placed in City Commission District 2; and providing an effective date (Thomas-Montclair Industrial Flex ANNEX).**

ADOPTED ORDINANCE 24-40

Commissioner Reisman introduced ordinance 6.A.2, 6.A.3, and 6.A.4 to be read by title only. CC Purvis read the ordinances by title only.

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Connell seconded the motion.

Mayor Burry asked the city attorney to do the swearing in. **CA Watson** asked anyone wishing to provide testimony on any agenda item under second or first readings and non-routine items to stand and raise their right hand. He swore them all in.

Mayor Burry requested comments from the Commission and the audience. **PZD Miller** stated this

project is known as the Thomas-Montclair Industrial Flex project. The overall proposal is to create an industrial flex space development consisting of approximately 2.3 plus or minus acres. It is generally located west of Thomas Avenue and southwest of Montclair Road. The property consists of three separate parcels and the actions requested are for annexation of 1.93 acres, which consists of the two properties lying in the east/west direction on the south side fronting Thomas Avenue. We also have a small scale comprehensive plan, which takes all three properties from City of Leesburg Low Density and Lake County Urban High Density to City of Leesburg Industrial. The third case would rezone the property from City of Leesburg R-1, Low Density Residential and Lake County R-6, Urban Residential to City of Leesburg Small Planned Unit Development. Under the conditions of the small planned unit development zoning, the industrial flex space development would consist of just under twenty thousand square feet of buildings. It would be indoor light manufacturing, building trades, and contractors. It would be similar to what is across the street from the bowling alley on Main Street. The PUD could include warehousing, printing and indoor storage. It has dark sky lighting and the setbacks are substantial, at fifty feet in the front and the rear. It would include a ten-foot planted landscape buffer and a solid opaque fence required adjacent to any residential property along with thirty-five percent of open space. There is a two floor maximum height and two access points will be required. There are architectural standards required in the PUD that include screening of the mechanical units and those types of things. There is a minor area of wetlands on the back west side of the property that would be protected under this PUD. It also includes the usual PUD requirements in terms of the types of grass that can be used, and they prefer Zoyia, Bermuda, and Bahia. Everything has to be on city water and wastewater. There would be no wells or septic. Chris Zipper of the Central Architecture Firm was in attendance if there were any other questions.

Commissioner Berry asked him to explain the surrounding zoning designations that were included in one of the detail sheets. **PZD Miller** said, referring to some slides, part of the project's property is in Lake County. The colored ones are in the city and the aerials are in the county. It would be an annexation of the two properties that are currently zoned R-1, low density residential. He noted there were some industrial type and commercial type uses that surround the subject properties. From the standpoint of uses currently there, this would match that area. Referring to a slide, he said, in the back near Woodland Drive and along Montclair Road, that is residential, and that area requires a fifty-foot buffer. The big buffer in the back is the protection of the wetlands and a fence. It has been limited to two stories, so within the PUD conditions everything has to be inside. We did not want outside noise, dust and vibration, those kinds of things. They took into account the concerns, and talked to some residents as well as the planning commission. **Commissioner Berry** questioned if that would be the residents on Virginia Drive? **PZD Miller** replied yes, Woodland and Virginia. **Commissioner Berry** asked if this would be included in the Carver Heights Montclair CRA? **PZD Miller** said he would have to look into that because he did not have that information. The parcel on the north is in the CRA and the other two are not, but they could potentially be added. **CM Minner** said if this was annexed in, because it was not specked out in the original CRA boundary descriptions, it would not go in the CRA unless they went back and modified the boundaries. **CA Watson** agreed. They would have to modify the CRA boundaries. **CM Minner** stated it would not go into the CRA and the new growth from it would be general fund revenue. We would have to go back and modify the Carver Heights CRA boundary to adopt that parcel, and with us being a home-rule county, that could be something they do. However, he advised against it since they would have to take a comprehensive look at the surrounding area to see if what has been brought in makes it worth the while. However, if we keep bringing in every single piece, that may agitate the county. **Commissioner Berry** wanted to confirm the corner where the residential area is, that is right against the CRA, but none of that was included in the CRA nor can it be added. Therefore, there is no benefit to the CRA as far as tax purposes. **CM Minner** added the new tax revenue generated from that development would go into the general fund. **Commissioner Berry** wanted to know if this was selected for this area based on the industrial uses already located there. **PZD Miller** responded yes. **Mayor Burry** asked if there were any

other questions or comments from the commission and the audience. There were none.

The roll call vote was:

Commissioner Berry	Yes
Commissioner Connell	Yes
Commissioner Reisman	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the ordinance.

- 3. An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 2.33 +/- acres from Lake County Urban High Density and City of Leesburg Low Density Residential, to City of Leesburg Industrial, for a property generally located southwest of Montclair Road and west of Thomas Avenue, lying in Section 21, Township 19 South, Range 24 East, Lake County, Florida, and providing an effective date. (Thomas-Montclair Industrial Flex SSCP)**

ADOPTED ORDINANCE 24-41

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Connell seconded the motion.

Mayor Burry requested comments from the Commission and the audience. There was none.

The roll call vote was:

Commissioner Connell	Yes
Commissioner Reisman	Yes
Commissioner Berry	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the ordinance.

- 4. An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 2.33 +/- acres from Lake County R-6 (Urban Residential) and City of Leesburg R-1 (Low Density Residential) to City of Leesburg SPUD (Small Planned Unit Development) to allow for 19,884 +/- square feet of indoor industrial flex space for a property generally located southwest of Montclair Road and west of Thomas Avenue, lying in Section 21, Township 19 South, Range 24 East, Lake County, Florida; and providing an effective date. (Thomas-Montclair Industrial Flex SPUD)**

ADOPTED ORDINANCE 24-42

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Connell seconded the motion.

Mayor Burry requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Reisman	Yes
Commissioner Berry	Yes
Commissioner Connell	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the ordinance.

- 5. An Ordinance of the City of Leesburg, Florida, changing the zoning of approximately 37.7 +/- acres from PUD (Planned Unit Development) and C-3 (Highway Commercial) to PUD (Planned Unit Development), for a property generally located north of County Road 48 and west of U.S. Highway 27, as legally described in Section 14, Township 20 South, Range 24 East, Lake County, Florida; and providing an effective date. (CR 48 Brightleaf Residential PUD)**

ADOPTED ORDINANCE 24-45

Commissioner Reisman introduced the ordinance to be read by title only. CC Purvis read the ordinance by title only.

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Connell seconded the motion.

Mayor Burry requested comments from the Commission and the audience.

PZD Miller said this was the CR 48 Brightleaf Residential PUD. It consists of approximately 37.7 plus or minus acres. It is generally located north of County Road 48 and east of U.S. Highway 27. It is directly behind the Publix shopping center. The request is to amend the current zoning and there would be no change to the future land use. They are requesting a PUD zoning for the entire property to allow for future construction of a proposed residential development consisting of a maximum of 253 attached single-family residential units, which are townhouses. They would be platted and individually sold. Currently, the property is zoned PUD on the north side and C-3 Highway Commercial on the south side. The existing PUD on the twenty acres on the north side allows for 116 townhouse units and the existing C-3 zoning on the south side allows for the standard commercial uses. The applicant has asked to take the entire parcel and move it to townhouses, therefore removing the C-3 zoning on the south. Under the PUD description, there would be two hundred and fifty-three single-family attached units. There would be no other uses permitted within the development. About fifty percent of the two hundred and fifty-three townhouses would be front-loaded, which means the garages would be in the front and the remaining would be rear-loaded. That helps with the diversity of the design. They will be designed to architectural standards, which requires the builders to choose at least five facade items, such as stone accents, shutters, banding bay windows, and other features. Again, they require dark sky lighting, thirty-five percent of open space, plus a twenty-five-foot buffer tract along the east and west boundaries. There would be a forty-foot buffer tract, which was a bit larger along the northern parcel, and a six-foot privacy fence along the northern boundary. There would be two access points on the property, a boulevard access on County Road 48 and emergency access on the southwest corner of the property. There would be another access point connecting to the shopping center where the bank is to the southeast. Each primary access point will have a decorative entry feature such as concrete, brick or stucco wall, something like that. They will have to do a stub out to the west due to a potential future development. The entire development must be

on city water and wastewater. Any wetlands and flood zones are protected and there is a prohibition on St. Augustine grass. A minimum of 1.16 acres would be dedicated to recreational uses and trails are being offered around the dry retention and flood compensation areas. There will be an amenity center at the head of the trail and recreation component, which will be constructed at the time when one hundred and fifty units are completed. Through discussions with the applicants, there are a couple of minor changes being requested. In the PUD there were a couple of areas where it said Louisiana Acres, and it is supposed to say Louisiana Avenue. There were a few small things like that and phase one was listed there twice. It should say phase one and phase two. The PUD also needed a correction in the numbering. The applicants are requesting that the cap for the types of units in section 4.D.1 be removed and staff is okay with amending that as long as the total number of units remains the same. Andrew McCowan and Shawn Myers are in attendance to speak about this development as well. **Commissioner Connell** wanted to verify that he said there would be two hundred and fifty-three units. **PZD Miller** agreed. **Commissioner Connell** asked if this development would be age restricted? **PZD Miller** replied no. At this time, it is not age-restricted, but they do have the option if they choose to. **Commissioner Berry** asked if they would have one or two car garages? **PZD Miller** answered the PUD requires two spaces per unit, but it does not specifically say one or two for the garage. **Mayor Burry** pointed out that means one car garage and one parking spot in the driveway. **PZD Miller** agreed.

Commissioner Connell pointed out that they are talking about another two hundred and fifty-three units on a two-lane road and there are only two ways to get off that road. Fifty percent of that development will go west, which takes you out to the intersection of CR 33, CR 48, and CR 470; that is a four-lane intersection with no turning lanes. That intersection is absolutely horrible now and with no age restrictions, that means more kids will be in our schools. Our high school is already at 90% capacity, based on the Lake County School Board's latest concurrency report. How many more units are they going to bring in? Our roads are unsatisfactory, and we already have thirty thousand plus lots in the city that can be developed. We do not need to keep bringing in additional lots until the infrastructure and school system catch up. Traffic is a nightmare at that intersection, and we will be adding another two hundred and fifty-three units to that intersection. That is absurd. **Mayor Burry** asked the planning and zoning director if he recalled the original PUD. How many units were in that PUD? **PZD Miller** replied it had one hundred and sixteen units on twenty acres. **Mayor Burry** stated there would be a commercial application up front, so cars would be coming and going either way. **Commissioner Connell** responded that there was a difference between two hundred and fifty-three houses and some commercial frontage that included one hundred and sixteen units. Two hundred and fifty-three units will draw more traffic. He would assure them that it would draw more traffic to that road and intersection. We do not need to keep adding lots to the present roads and school systems. **Mayor Burry** pointed out that there was an approved PUD on this for one hundred and sixteen lots with a commercial application. **Commissioner Connell** agreed yes, it had been approved for one hundred and sixteen, but not two hundred and fifty-three. That included a commercial application, which is something we need. We do not need any more houses. **Mayor Burry** asked if he was implying that the current landowner should not be able to do what they want to do with the land. **Commissioner Connell** said they could do what it was presently zoned for. We should not be contributing to the problem. **Mayor Burry** added that it would not change the traffic. **Commissioner Connell** disagreed because houses will bring more people daily because they live there and the commercial may draw people out, but those houses are already there. **Mayor Burry** asked if there were any other questions for the planning and zoning director. There were none.

Andrew McCowan of GAI Consultants, Orlando said he was the planner and applicant on behalf of Brightleaf. Shawn Myers was with him, and they brought a presentation if the commission would like them to go through the aspects of the community being proposed. To answer the questions about traffic, they did submit the traffic report with the application which stated that both the town homes and the commercial portion combined would be greater than the traffic generated by the town homes only. It was

not a huge difference because they are pretty similar, but he would get those numbers for him. **Commissioner Connell** replied with no disrespect, he had not seen a traffic study that said it would not work, and with no disrespect to him or the traffic engineer, traffic studies do not hold a lot of weight.

Shawn Myers of 1133 Louisiana Avenue Suite 101, Winter Park said he appreciated the opportunity to come before them to briefly introduce the project. They enjoyed working with the planning and zoning director and his staff. They were very thoughtful in guiding their design. They worked with the property owners on delivering some housing, and they would like to add to the community of Leesburg. They have been doing residential developments for about twenty-five years, primarily in Central Florida. They did a recent project in Eustis, which had two hundred and thirteen units. They are working on a subdivision known as Hammock Oaks in Lady Lake and another one in Orange City. They are really attracted to Leesburg because it offers a lot of attributes, which makes it an attractive place for housing. He understands the challenges with the schools and roads, but they have to contribute to the schools, and they have to get a capacity letter before they can do any kind of housing to make that fit. The same thing with transportation. There are always concerns about that and he appreciated the opportunity to be there.

Mr. McCown said (referring to a slideshow) he wanted to jump to the interesting part of the current site plan. The site plan proposes two phases; the first phase being the southern half and the second phase being the northern half. There will be a Central Park with amenities, a flood plain compensation and retention. There are two different types of units, and he showed them being delineated by two different shades of brown. There are internal blocks, which will be the rear-loaded product and around the perimeter will be the front-loaded product. That goes into the request that we are specifically making with regard to changing the ordinance. These are expected to be rental units, but the project will be individually platted, so it can be fee simple. The points of access will be the main entrance and the connection to the Publix shopping center. They will have two planned connections to the adjacent property and an emergency stabilized entrance. He showed a rendering of the rear loaded town homes that have garages in the back. The rear loaded product would be two-car garages because there was no driveway in the front. The front loaded product would be a one-car garage with a driveway that was deep enough to park a car. He then showed a rendering of what the front-loaded town homes would look like. They will have open space and a wider forty-foot buffer to the neighborhood to the north with a standard buffer around the other edges. There are planned park areas and the front-loaded town homes will front the park. He showed some examples of what the amenities may look like. He showed a slide that discussed the requests they would like to make about the specific ordinance language. There was a maximum of two hundred and fifty-three town homes, and they are requesting that the limits for each type of unit be removed because they have several things controlling that; and they have a total number of units. They also have the standard that all the peripheral units must be front-loaded town homes and that will help as a buffer. There will be no garages in the back against the adjacent property owners. If there was a reason why they cannot achieve the one hundred and sixteen rear loaded lots in the center, that means they cannot make it up by adding additional units to the outside. They are hindered on too many sides by the way that it reads now. That was why they requested that the language that limits both types be removed. **Mayor Burry** asked if there were any other comments or questions from the commission and the public.

Commissioner Connell said he pretty much said everything he wanted to say. However, he wanted to mention that over the years we have had projects where citizens come in and basically beg the commission not to do it. They are asking for no more lots and no more traffic on the roads. We should listen to the public, we are elected officials and these people elect us. We should do what they want, and the public does not want that. They want to slow this stuff down. They are tired of the road system being congested, and our school systems are pushing maximum. We need to listen to the public because that is who we should be answering to. We should do what the public wants.

CA Watson wanted to explain the quasi-judicial process for rezoning cases. These types of cases fall within the quasi-judicial realm and not the legislative realm. The way it works procedurally is when an applicant submits their application, if that application meets the requirements of the code, the burden has been met by that application. The burden then shifts to the opposition to demonstrate how that plan does not meet the requirements of the code. When it comes to public input and general concerns, those could be taken into consideration during annexations, future land use, and comprehensive plan changes. Rezoning cases are different. They fall into the quasi-judicial process, and they have to focus on that particular property. They have to remember these cases are outside their legislative decision-making. They have to demonstrate that the application does not meet the requirements of the code, and there needs to be competent substantial evidence furnished to demonstrate they have not met the code requirements. It could come by way of factual testimony from members of the public. However, if the issues are of opinion and whether certain technical standards have been met, it would be difficult to take the public's input on that issue. They need to have some particular knowledge, training, or experience in that area in order to provide an informative, credible opinion. That does not say that public input is not valuable on rezoning, it is just a different standard of how they have to take that information. If the information was credible and reliable, that could be something they could competently base a decision on. That is what they need to focus on for rezoning cases, more so than anything, because these cases fall into a tighter standard in terms of meeting substantial competent evidence. If it exists, and it has been demonstrated that the application does not meet code requirements based on competent substantial evidence, then a denial would be appropriate. If there is no competent substantial evidence to refuse the application, then it would be more difficult to deny it. He wanted to go over those points again, so everyone was clear. Rezoning cases are held to a tighter standard, more so than annexations and comprehensive plan amendments. **Mayor Burry** thanked him for making that clarification.

The roll call vote was:

Commissioner Berry	Yes
Commissioner Connell	No
Commissioner Reisman	Yes
Mayor Burry	Yes

Three yeas, one nay, the Commission adopted the ordinance.

6. **An Ordinance of the City of Leesburg, Florida, establishing the Grace Key Groves Community Development District pursuant to Chapter 190, Florida Statutes; providing for authority and power of the district; providing for the Board of Supervisors of the District; providing for the District budget; providing for functions of the district; providing for miscellaneous provisions; and providing an effective date. (Grace Key Groves CDD)**

ADOPTED ORDINANCE 24-33

Commissioner Reisman introduced the ordinance to be read by title only. CC Purvis read the ordinance by title only.

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Berry seconded the motion.

Mayor Burry requested comments from the Commission and the audience.

Kyle Magee of Kutak Rock, LP said he was there on behalf of the petitioner. He would be happy to answer any questions. **Mayor Burry** asked if there were any questions or comments. There were none.

The roll call vote was:

Commissioner Connell	Yes
Commissioner Reisman	Yes
Commissioner Berry	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the ordinance.

7. **An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 2.4 +/- acres from General Commercial to Low Density Residential, for a property generally located north of Hill Street and east of Penn Street, lying in Section 22, Township 19 South, Range 24 East, Lake County, Florida; and providing an effective date. (Penn Street Habitat SSCP)**

ADOPTED ORDINANCE 24-46

Commissioner Reisman introduced ordinances 6.A.7 and 6.A.8 to be read by title only. CC Purvis read the ordinances by title only.

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Berry seconded the motion.

Mayor Burry requested comments from the Commission and the audience.

PZD Miller said this project is the Penn Street Habitat Project. The overall proposal is to create a small new neighborhood, and it would be constructed by Habitat for Humanity. It will consist of eight units on approximately 2.4 acres. It is generally located north of Hill Street on the east side of Penn Street. It would be located behind the old Burger King and Takis Greek restaurant. The first case is a small scale comprehensive plan and the future land use designation would go from General Commercial to Low Density. The second case would be the rezoning, which takes it from C-3 Highway Commercial to a Small Planned Unit Development. This is an infill project consisting of eight detached single family units. There would be no other uses. The lots range from five thousand seven hundred to seven thousand five hundred and all lots are sixty feet in width. The setbacks are the standard 25, 7.5, and 18. It will include a landscape buffer and a solid opaque fence that is required adjacent to the commercial property. The SPUD includes dark sky lighting, thirty-five percent open space, two floors maximum height, and two trees in each yard. This is a standard SPUD. Danielle Stroud, who is the executive director of Habitat for Humanity, is in attendance to answer any questions. **Commissioner Berry** wanted to clarify if the back of the homes would face Penn Street? **PZD Miller** replied the houses would front Penn Street and the internal street. They will not see any backyards. **Commissioner Berry** wanted to know if the homes would be comparable to the homes downtown behind the old gas station. **PZD Miller** said yes, they would resemble the home on 12th Street. **Mayor Burry** asked if there were any other comments or questions from the commission and from the public. There were none. He then said for the public's information, this is an infill project. It is one of their favorite things because Habitat works with Leesburg High School and the students. They learn to build and become contractors by having experience building

these homes. It is the perfect collaboration with the city and the county and private enterprise suppliers who provide the supplies. It is a great deal.

The roll call vote was:

Commissioner Reisman	Yes
Commissioner Berry	Yes
Commissioner Connell	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the ordinance.

- 8. An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 2.4 +/- acres from C-3 (Highway Commercial) to City of Leesburg SPUD (Small Planned Unit Development) to allow for 8 single-family residences on a property generally located north of Hill Street and east of Penn Street, lying in Section 22, Township 19 South, Range 24 East, Lake County, Florida; and providing an effective date. (Penn Street Habitat SPUD)**

ADOPTED ORDINANCE 24-47

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Berry seconded the motion.

Mayor Burry requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Berry	Yes
Commissioner Connell	Yes
Commissioner Reisman	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the ordinance.

- 9. An Ordinance of the City of Leesburg, Florida enacting Article VII - "School Zone Speed Enforcement," Chapter 21 of the City's Code of Ordinances; providing for purpose, intent and definitions; establishing a School Zone Speed Enforcement program and authorizing the use of speed detection systems within the City; providing for program implementation requirements and designation of school zones; providing for enforcement and administrative procedures; providing for severability; providing for conflicts; providing for codification; and providing an effective date.**

ADOPTED ORDINANCE 24-48

Commissioner Reisman introduced the ordinance to be read by title only. CC Purvis read the ordinance by title only.

Commissioner Reisman made a motion to adopt the ordinance and Commissioner Berry seconded the

motion.

Mayor Burry requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Connell	Yes
Commissioner Reisman	Yes
Commissioner Berry	Yes
Mayor Burry	Yes

Four yeas, no nays, the Commission adopted the ordinance.

B. FIRST READING OF ORDINANCES

- 1. An Ordinance of the City of Leesburg, Florida, consenting to the inclusion of the City of Leesburg, Florida, within the Countywide Municipal Service Taxing Unit for the provision of Ambulance and Emergency Medical Services, as adopted by the Board of County Commissioners of Lake County, Florida; providing for the City to be included within said M.S.T.U. for a specific term of years; providing for conflicts; and providing an effective date.**

Commissioner Reisman introduced the ordinance to be read by title only. CC Purvis read the ordinance by title only.

Mayor Burry asked the city manager to provide a brief overview. **CM Minner** explained this was a housekeeping ordinance that was required by state statutes for the county to set up the municipal service taxing unit (MSTU) for the ambulance district. **Mayor Burry** stated this item would lay over.

C. NON-ROUTINE ITEMS

- 1. Resolution of the City Commission of the City of Leesburg, Florida, designating the City Code Enforcement Board as the Local Hearing Officer pursuant to Chapter 2023-174, Laws of Florida; appointing existing staff to serve as the Clerk to the City's Local Hearing Officer pursuant to Chapter 2023-174, Laws of Florida; authorizing the approval of a Photo Enforcement Services Agreement between the City of Leesburg and Altumint, Inc.; and providing an effective date.**

ADOPTED RESOLUTION 11,861

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

Commissioner Reisman made a motion to adopt the resolution and Commissioner Berry seconded the motion.

Mayor Burry requested comments from the Commission and the audience. There were none.

The roll call vote was:

Commissioner Reisman	Yes
Commissioner Berry	Yes
Commissioner Connell	Yes
Mayor Burry	Yes

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

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 May 2024

Mayor Burry asked if there were any questions regarding the reports. There were none.

8. CITY ATTORNEY ITEMS:

CA Watson had no reports this evening.

9. CITY MANAGER ITEMS:

CM Minner had no items to address.

10. ROLL CALL:

Commissioner Berry gave kudos to the Hope Coalition for their contributions to the Back to School Bash that was held this past Saturday. It was a huge success, and it was their second time doing this. They were able to prepare Leesburg students for a thriving school year. They had over 900 backpacks. **Commissioner Reisman** clarified that they had 1,000 backpacks and then Amazon brought 100 backpacks and some other ones were donated as well. **Commissioner Berry** pointed out that they had a great turnout. She wanted to thank everyone who participated. She also said on Friday, August 9th, there will be a Street Live Art Walk which will be held on 4th Street from 5 pm to 9 pm. There will be a DJ and an artist walk, with our very own Richard Colvin, who is the executive director for the Center for the Arts. He is the featured artist. There will be twenty-five vendors showcased on Fourth Street and an open mic starts at 8 pm. She encouraged everyone to come out and participate. They can patronize the restaurants downtown, as well as enjoy some entertainment with Artist with a Purpose.

Commissioner Connell had no further comment.

Commissioner Reisman wanted to tag on Commissioner Berry's comments because the Hope Coalition put on a phenomenal event. The lines were wrapped around the building and sidewalks. So many families and kids came together to help. He appreciated the city stepping up because they were able to make a small contribution as well. However, for all the businesses and different organizations, including the

principles, they all came together and there was excellent collaboration. He was looking forward to doing it next year.

Mayor Burry had no comment.

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.

With a motion by Commissioner Reisman and a second by Commissioner Berry, the meeting adjourned at 7:00 p.m.