

**AGENDA MINUTES  
CITY COMMISSION MEETING  
CITY HALL, 501 W MEADOW STREET  
TUESDAY, MAY 28, 2024 5:15 PM**

**1. CALL TO ORDER**

The City of Leesburg Greater Leesburg Community Redevelopment Agency (GLCRA) held a regular meeting on Tuesday, May 28, 2024, at Leesburg City Hall. Chairperson Burry called the meeting to order at 5:56 p.m. with the following members present:

Commissioner Allyson Berry  
Commissioner Jay Connell  
Commissioner Mike Pederson  
Commissioner Samantha Ponder  
Commissioner John Sokol  
Chairperson Jimmy Burry

Commissioner Alan Reisman 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**

The invocation and the pledge of allegiance was previously given at the Carver Heights/Montclair Area Community Redevelopment Agency meeting held just prior to this meeting.

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

**2. APPROVAL OF MINUTES:**

**A. Regular meeting held September 14, 2023**

Commissioner Berry made a motion to approve the minutes of the Regular meeting held September 14, 2023, and Commissioner Pederson seconded the motion.

The roll call vote was:

|                       |     |
|-----------------------|-----|
| Commissioner Berry    | Yes |
| Commissioner Ponder   | Yes |
| Commissioner Sokol    | Yes |
| Commissioner Connell  | Yes |
| Commissioner Pederson | Yes |
| Chairperson Burry     | Yes |

Six yeas, no nays, the Commission approved the meeting minutes of September 14, 2023.

**B. CRA New Member Workshop held February 27, 2024**

Commissioner Berry made a motion to approve the minutes of the CRA New Member Workshop held February 27, 2024, and Commissioner Sokol seconded the motion.

The roll call vote was:

|                       |     |
|-----------------------|-----|
| Commissioner Ponder   | Yes |
| Commissioner Sokol    | Yes |
| Commissioner Connell  | Yes |
| Commissioner Pederson | Yes |
| Commissioner Berry    | Yes |
| Chairperson Burry     | Yes |

Six yeas, no nays, the Commission approved the workshop meeting minutes of February 27, 2024.

**3. RESOLUTIONS:**

**A. Resolution of the Greater Leesburg Community Redevelopment Agency (GLCRA) of the City of Leesburg, Florida authorizing the Chairperson and Secretary to execute a resolution approving Fiscal Year 2024 Façade Sign, and Landscape Grant Awards; and providing an effective date. (FSL Grants GLCRA 2024)**

**ADOPTED RESOLUTION 59**

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

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

Chairperson Burry requested comments from the Commission and the audience.

CM Minner said the staff report is self-explanatory. This is approving three separate facade, sign, and landscape grants. The amounts were included in the report. With this allocation, it absorbs the earmarked monies of the fund, so there is zero money left in the facade, sign, and landscape grant program unless they refund it next fiscal year.

Chairperson Burry asked if there were any other comments. There were none.

The roll call vote was:

|                       |     |
|-----------------------|-----|
| Commissioner Sokol    | Yes |
| Commissioner Connell  | Yes |
| Commissioner Pederson | Yes |
| Commissioner Berry    | Yes |

Commissioner Ponder  
Chairperson Burry

Yes  
Yes

Six years, no nays, the Commission adopted the resolution.

#### 4. FY 25 BUDGET DISCUSSION

CM Minner stated Commissioner Berry requested a discussion on future budget items with the board being new. Referring to a slide, he said it was pretty similar to the Carver Heights CRA. He showed a snapshot of what the Greater Leesburg CRA looks like. Right now, the CRA brings in about one million bucks. Again, this is with a 6% increase in revenues for FY 25. They have more stretching of funds on this budget. The one million dollars is split two ways. The first half of the increment, pursuant to the decree, goes to the Leesburg CDC. That is a requirement, which is \$537,500. Special events absorb pretty much the other half. That is estimated at \$443,000, Insurance and Debt Service. The debt service is on the Main Street project, the Gateways, and that was a ten or fifteen year note. It has about four or five years left. Long story short, right now there is a deficit in the Downtown CRA of minus \$10,000. They really should not worry about that number right now. He hopes the revenue estimate is low so they can massage that more moving forward, provided everybody likes the spending plan. **Commissioner Pederson** asked if the debt payment was fixed. Have the CRA funds increased over the years? **CM Minner** answered no. They are all pretty close to being fixed. **Commissioner Berry** asked about special events. Had anything new been added other than what is already there? **CM Minner** stated special events cover the special events division of the recreation department. It does not include Bikefest. They will have a report for you on June 10th with regard to the impact of Bikefest financially and how we could proceed with it or if they do not want to continue with it. **Commissioner Pederson** asked, excluding Bikefest, the Greater Leesburg CRA is funding all other special events? **CM Minner** answered yes. **Commissioner Pederson** asked if that should be shared some with other funds because the whole community benefits from them. He is not saying equal split but there should be something. **CM Minner** replied that technically, we are saying the CRA is the primary benefactor. They did that for financial and budgetary reasons so not to over tax the general fund. They could kick the can into the general fund on that next year. **Commissioner Pederson** said he was not trying to split equally. **CM Minner** said he understood and depending on where the goals go with the general fund, they will have a hard time kicking that one out of the CRA. **Commissioner Berry** asked if it was possible to kick the can a little harder for the general funds for a possibility of some home improvements? **CM Minner** replied it depends on what the collective wisdom of the commission's priorities are for the general fund. **Commissioner Pederson** added they are getting \$537,000 right there a year. **CM Minner** said yes the CDC is. **Commissioner Pederson** said he was okay with that because that is money being spent in the Pine Street area. **CM Minner** said the caveat to that is that the CDC can spend their money anywhere they want to. **Commissioner Pederson** said there is \$500,000 and they have other revenue sources.

**Commissioner Sokol** asked if they were re-investing any of that in the houses. **CM Minner** answered yes. **Commissioner Pederson** assumed they were. **CM Minner** added there are various other projects around the downtown. **Commissioner Berry** asked if that was just for the Pine Street location. **CM Minner** said he did not know the answer to that specifically, but they have invested in Carver Heights and they, being the CDC, have invested in Sunnyside, and they invested in the Snow Apartments, so he would say there is a pretty good mix. **John Christian** said they just put a contract on East Street which is \$280,000. They are working. **Commissioner Berry** asked about Ferguson Street, June Drive, East Street and Magnolia. **Mr. Christian** said they own property on Barrett Avenue, which is off Ferguson. On East Street they are proposing in 2025 to build a quad-plex at the back of Floyd Lane. They have not done any home repairs. Their vision was to rebuild, revitalize, for homeownership for first-time home buyers in that neighborhood. That is where their focus is. **Chairperson Burry** thanked him for that information.

**Commissioner Berry** said her only concern was when they did the home improvement grant introduction for the Carver Heights Montclair CRA that was introduced and shared with the Leesburg group. So, there are applications sitting and waiting, if she was not mistaken, and people are hoping they are on that list for improvements on the east side of town. **CM Minner** answered that he could not speak to what they have in waiting, but the lion's share of applications is in Carver Heights. He does not know the spillover effect into the Downtown CRA or the 441/27 CRA. Outside those areas and speaking for the commissioner and without putting words in her mouth, he believed she was looking for the commission to fund the home improvement program outside the Carver Heights CRA. **Commissioner Berry** mentioned that is what has been explained and introduced to most of the constituents from this last year's CRA project. **Commissioner Pederson** said if they are going to do that, we have to do it throughout the entire city; we cannot segregate this money into certain blocks. **CM Minner** answered yes, if they open the program citywide, then it needs to be spread around. **Commissioner Pederson** mentioned that he was trying to make it a positive because we have a shortfall in this CRA; however, \$537,500 goes to the CDC for the benefit of Pine Street, and he means that whole neighborhood. He was trying to paint that as a positive. **Commissioner Berry** agreed, but it does not cover all the areas and that was her concern. She does not know how many are waiting. **Commissioner Pederson** stated that would apply to the whole city budget, and they do not have enough money to accomplish all the stuff he wants done in the city. **Commissioner Berry** said if they have already made a commitment to a person and their application is in process, it is their duty as a city commissioner to try to honor that in some kind of way. We cannot just drop them and say oh well there is no money. That was part of the request for my initial project, stating the Carver Heights Montclair CRA. It was introduced to both CRA's. The goal would be to open it up to the whole city, but we cannot do that now. However, we have people that have already submitted applications who are sitting there waiting. She does not know how we would address that. How could they tell them that no, this is not a process or a possibility? **CM Minner** stated it is part of the grant application. The grant application is a first come first serve basis as funds are available. Therefore, if they provided us an application, and it is not where the funds are funded in the Carver Heights CRA, then they can deny that and they can have a waiting list. The program clearly states first come first serve, as funds are available. **Commissioner Berry** responded okay. **Commissioner Pederson** mentioned there is a similar program at the city level. We set aside certain amounts citywide. **CM Minner** clarified that it was not for the home grant. The home grant was only funded with Carver Heights CRA funds. **Mayor Burry** asked if there were any other comments. There were none.

## 5. ROLL CALL:

**Commissioner Berry** said she had a few agenda items and the area of concern she would like to bring up at the next meeting. The concerns are for an update on the John L. Johnson Park which she knows is coming. **CM Minner** said that was currently sitting on the director of public works' desk. They are polishing it. They budgeted \$300,000 for it and the initial construction reports came back around \$400,000. They are now trying to polish that up and get the bathrooms done at John L. Johnson Park. **Commissioner Berry** wanted to confirm that it was for both male and female restrooms. **CM Minner** replied yes. **Commissioner Berry** stated she wanted to add the establishment of a neighborhood watch program in the community of Baker Street and Crosby where there have been some major crime issues. **Chairperson Burry** confirmed if that was something she wanted to pursue at the next meeting. **Commissioner Berry** agreed.

**Commissioner Ponder** had no comment.

**Commissioner Sokol** had nothing to comment on.

**Commissioner Connell** had no comment.

**Commissioner Pederson** had nothing to comment on tonight.

**Chairperson Burry** had nothing to discuss.

**6. 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 Connell and a second by Commissioner Berry, the meeting adjourned at 6:08 p.m.