

**AGENDA**  
**CITY COMMISSION MEETING**  
**VENETIAN CENTER, 1 DOZIER COURT**  
**MONDAY, APRIL 14, 2025 5:30 PM**

**1. CALL TO ORDER**

**INVOCATION**

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

**2. PRESENTATION:**

- A. Presentation of the Florida Department of Environmental Protection's 2024 Plant Operations Excellence Award for the Highland Lakes Water Treatment Plant**

**3. SPECIAL MATTERS:**

- A. Presentation: Growth Data by City Manager**
- B. Resolution of the City Commission of the City of Leesburg, Florida, expressing its current position regarding Residential Annexations and Rezonings; and providing an effective date.**

**4. PUBLIC COMMENTS:**

**This section is reserved for members of the public to bring up matters of concern or opportunities for praise. Please note that issues raised during this time will not be discussed in detail during the current meeting. They will either be referred to the appropriate staff or scheduled for consideration at a future City Commission Meeting. Each speaker is allocated three minutes to provide their comments. Kindly adhere to this time limit to ensure equal opportunity for all participants and to support the efficient conduct of the meeting. Thank you!**

**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 March 24, 2025**

**B. PURCHASING ITEMS:**

1. **None**

**C. RESOLUTIONS:**

1. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Task Order with AVCON, Inc., for design, bidding, and construction phase services, for a multi-unit, Corporate Hangar building, at the Leesburg International Airport; and providing an effective date.**
2. **Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement to the City of Leesburg from Victoria Estates, Ltd. for the purpose of granting the City an Easement over the property described therein; and providing an effective date.**
3. **Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement to the City of Leesburg from MSF Gateway, LLC for the purpose of granting the City an Easement over the property described therein; and providing an effective date.**
4. **Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement affecting the property described therein from Silver Lake Commons, LLC, joined by United Community Bank; and providing an effective date.**
5. **Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement to the City of Leesburg from Philip Castleman and Laura J. Castleman for the purpose of granting the City an Easement over the property described therein; and providing an effective date.**
6. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Gas Service Agreement between the City of Leesburg and Bellaviva at Whispering Hills, LLC, regarding natural gas service to the development known as Whispering Hills-Phase 1C; 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 Gas Service Agreement**

between the City of Leesburg and Bellaviva at Whispering Hills, LLC, regarding natural gas service to the development known as Whispering Hills-Phase 1D; and providing an effective date.

8. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Gas Service Agreement between the City of Leesburg and Bellaviva at Whispering Hills, LLC, regarding natural gas service to the development known as Whispering Hills-Phase 1E; 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 Gas Service Agreement between the City of Leesburg and Bellaviva at Whispering Hills, LLC, regarding natural gas service to the development known as Whispering Hills-Phase 1F; and providing an effective date.
10. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Gas Service Agreement between the City of Leesburg and Bellaviva at Whispering Hills, LLC, regarding natural gas service to the development known as Whispering Hills-Phase 1G; and providing an effective date.
11. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Public Transportation Grant Agreement (PTGA) 456524-1-94-01, between the City of Leesburg and the State of Florida Department of Transportation, for Design and Construction for the Rehabilitation of the Air Traffic Control Tower (ATCT) at Leesburg International Airport; and providing an effective date.
12. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Task Order with AVCON, Inc. for design, bidding, and construction administration, related to the ATCT Rehabilitation at the Leesburg International Airport; and providing an effective date.
13. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Gas Service Agreement between the City of Leesburg and Brightleaf Properties, regarding natural gas service to the development known as Caldwell Estates; and providing an effective date.
14. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Professional Services – Design Agreement with Forefront Architecture and Engineering, LLC related to the Leesburg Gas Department Operations Center; and providing

an effective date.

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

**A. SECOND READING OF ORDINANCES:**

- 1. An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 77.5 +/- acres; and being generally located south of CR 33, west of U.S. Highway 27, and north of CR 48, lying in Sections 14 & 15, Township 20 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 3; and providing an effective date. (Leatherleaf ANNX)**
- 2. 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 real property consisting of approximately 77.5 +/- acres; and being generally located south of CR 33, west of U.S. Highway 27, and north of CR 48, lying in Sections 14 & 15, Township 20 South, Range 24 East, Lake County, Florida; and providing an effective date. (Leatherleaf LSCP)**
- 3. An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 77.5 +/- acres from Lake County A (Agriculture) to City of Leesburg PUD (Planned Unit Development) to allow for 235 detached single-family residences, 48 paired villas, plus 120,000 square feet of amenities, medical office, office, and retail sales and service, for a property generally located south of CR 33, west of U.S. Highway 27, and north of CR 48, lying in Sections 14 & 15, Township 20 South, Range 24 East, Lake County, Florida; and providing an effective date. (Leatherleaf PUD)**
- 4. An Ordinance of the City of Leesburg, Florida, establishing new district boundaries based on the American Census Survey produced by the U.S. Census Bureau and other information, in order to create districts which are reasonably compact and roughly equivalent in population; establishing a schedule for the Election of Commissioners from the various new districts; providing a savings clause; repealing conflicting ordinances; and providing an effective date.**

**B. FIRST READING OF ORDINANCES:**

1. **An Ordinance of the City of Leesburg, Florida, adding a PDO (Planned Development Overlay) to the existing R-1-A (Single Family Residential) Zoning on approximately 16.22 +/- acres to allow for agricultural uses for a property generally located east of Number Two Road and south of County Road 48, lying in Section 17, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Number Two Road Agriculture PDO)**

**C. NON-ROUTINE ITEMS:**

1. **None**

**7. INFORMATIONAL REPORTS:**

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

- A. None**

**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.**