AGENDA MINUTES
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, AUGUST 11, 2025 5:30 PM

1. CALL TO ORDER

The City of Leesburg Commission held a regular meeting on Monday, August 11, 2025, at Leesburg City Hall. Mayor Reisman called the meeting to order at 5:30 p.m. with the following members present:

Commissioner Allyson Berry
Commissioner Jimmy Burry
Commissioner Mike Pederson
Mayor Alan Reisman

Commissioner Jay Connell 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 pledge of allegiance were conducted at the utility impact fee workshop held just prior to this meeting.

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

2. PROCLAMATIONS:

A. None

3. PRESENTATIONS:

A. Downtown Parking Lot - Presented by Blake Drury

CM Miner said he wanted to introduce Blake Drury of GAI Consultants, who will unveil the initial concept. The presentation will show where we are with the parking lot concept and, based on feedback, if everything looks good, there will be a couple of things to square up. Once we finish a couple of design parameters, we will send it out for bid.

Blake Drury of GAI Consultants said he had Amy Shields, the civil engineer, there with him. Referring to the slides, he showed the Fifth Street parking lot concept. He pointed to where the Special Events and Arts Center building was and the Fifth Street right of way. There have been discussions with LifeStream because they own a parcel at the northwest corner of this site. There have been discussions about incorporating that into the parking lot. At this point, they still have details to work out with them on the arrangements for parking, but they have been pretty amenable. Right now, their parking is pretty inefficient with angled parking. They currently have thirty-six parking spots in their lot. Tonight, they will talk about how many parking spots they can get by continuing down between Fifth and Sixth Streets in the area by the water plant and going all the way to the trail. He stated it was the area outlined in the red box. However, there are a couple of notable things. One is that there are semi-trucks that serve the water plant with materials, so they need to be able to get in and out of this parking lot. They worked with the folks at the plant to try to figure out how that would work. In the conceptual plan they are showing that it will be allowable. On the Chicago Fire Pizza corner at the top right, that will not be included because they need access from the lot into their parking lot. They had to take that into consideration as they worked through this. Then, referring to the blue dashes on the slide, he said that was one thing that slowed them down a little bit, because that is where the water main comes out from the water plant, and they had to have surveys done. There is a lot of institutional knowledge about the water mains being there, and that they are not that deep. The site runs up where an old building used to be, so they had to have some subsurface investigation done to figure out exactly how deep that pipe was, and they found that it was only a couple of feet down. They then had to figure out how to work through that area without disturbing it at all. That is the setting that we have been working with. The idea for this is to get as many parking spaces as we can in the most efficient layout to serve the deficit.

About a year or so ago, they came in and talked about the parking study and the layout of the plan, which is fairly straightforward. With this configuration, they can get about two hundred and one parking spaces. In the previous configuration they showed one hundred and eight parking spaces. What he found interesting is that on the LifeStream site itself it becomes more efficient because they can go from thirty-six parking spaces to forty-seven parking spaces. Then, on the city parking lot side, they will incorporate the right of way of Fifth Street, so they can go from seventy-two parking spaces to one hundred and thirteen. By incorporating the grass lot between Sixth Street and the water plant, they can get another forty-one parking spaces, which is a pretty significant number of spaces downtown, and they can be used daily and for all sorts of events. He showed the access where the eighteen-wheelers would pull in and come through to get to the water plant. It was actually the same movement that they do today, so they were able to accommodate that. They also shifted access from Fifth Street a little to the east to better align the movement. In doing so, they were able to get a full couple of trays of parking there. They left as much as they could in place to minimize construction costs as much as possible. When they did this, they had to account for handicap parking spaces, and they showed those to be along Magnolia. They left the driving aisle to serve the lot together and to leave the Chicago Fire space in their area so they would have access to loading and unloading. They would bring the parking lot up to code with landscaping and have trees in the islands. They also had to work around the tree on Sixth Street.

There are a couple of things to note. When they talked about the water main, they said there would be no parking over the top of it for safety reasons, because if something happened to that water main, that would be a big deal. There will be absolutely no parking over the water main. It will only be a driving aisle. They will need some stormwater retention, so they have exfiltration in two locations. In doing that, that will happen under the parking lot. He showed the comparison between what currently exists and what they are proposing. He asked Amy Shields to review the last slide because she deals with the construction documents and permits.

Amy Shields of GAI Consultants said the timeline outlines the plans and those are pretty well squared away. They are currently working on compiling all the permit documents, which include the application, agreement, and any affidavits. They will be ready within the next week or two. After that, they will start the permitting process, and once they get into that, it will be about a thirty-to-forty-day turnaround time.

Once they receive their first set of comments, and they address those comments, they will be in good shape to do a bid set. Bidding should happen around the October and November timeframe. Once they have the bids going, it will align with permits being issued. They are looking at starting construction in the early part of next year. She asked if there were any questions about the schedule? **Mayor Reisman** wanted to know if this could be done prior to Bikefest, which is the end of April. **Ms. Shields** stated it would be pretty tight for construction. **Commissioner Berry** asked when she anticipated this project being completed? **Ms. Shields** answered if they were able to begin in January, it would definitely be completed by the end of summer. **Mayor Reisman** polled the commission about whether they liked the overall concept. **Commissioner Pederson** said he thought it looked great. He thought they were going to stop at that water main, so he was thrilled to see that they were able to go across that and pick up more parking spaces. He was also glad to hear that LifeStream was working with us. It is a great concept, and he has been pushing for it for about five years. He was very excited to see it come to fruition.

CM Minner said moving forward, obviously Bikefest may or may not be an issue. We will need to take that a little bit by ear as far as scheduling and, depending on where they are with permits. If permits start getting pushed back, and we are unable to get this out for bid, it could interfere with the Bikefest concept. If that happens, we may have to delay the start of construction. We do not want to commit one way or another until we know where we are. Bikefest would be on the bubble, but if we can get a substantial amount completed or a good amount completed where it does not interfere with Bikefest, then we should go ahead and start construction. According to their timeline, that could give a solid ninety days to work on the project. The other concept is that we are still working with LifeStream on an agreement to make these improvements. However, remember a section of the project is the LifeStream property. The concept with LifeStream has been that the city will make improvements to their property if they permit us to use it for special events and stuff like that. That way, we maximize parking. We had some initial concepts and discussions with LifeStream and Mr. Drury has carried that on. We are putting together agreements which still need to be formalized. Another thing with respect to more "potential" parking. That is something we will ease in to, because if we were to start looking at more parking now, that could delay everything. However, the point is that there are additional areas for more "potential" parking. However, that would be something we need to go back to GAI Consultants for once this parking lot is done. There may be some scenarios where we can tie other parcels together to create more parking. However, it does become a little cumbersome because it would consist of private ownership, the city, and LifeStream, but potentially we may want to look at tying the parcels together to provide additional parking. If we tried to do it all at once, we would just slow the progress down. It also depends on how the permitting process goes, because that could potentially affect the start, and we still need to firm up the agreement with LifeStream. Once that is done, we will turn our attention to seeking additional parking. Tonight, they are looking for a recommendation from the commission to see if they like the concept, but they need to understand that there are some things they still need to do. However, we are at a phase where GAI could start moving towards permitting, so we can get this out to bid. As with every project, the construction agreement will come back for approval by the commission. There will also be periodic updates, but if everything moves as planned, the next big step will be to get this out for bid. When ready, a construction agreement will come back before a spade goes into the ground.

Commissioner Pederson remarked that he would not want to slow this project down. We could shuffle things around and find places to put people for Bikefest. It may not be a fair statement, but Bikefest seemed a little smaller last year, and he would hate to see this project slowed down because of Bikefest. **Mayor Reisman** agreed. He likes the concept. Plus, we could investigate putting a mural on the big water tank. However, he was not sure how the commission felt about that. We could have staff investigate that too. He asked if there were any further questions or comments. **Commissioner Pederson** said it was a great site plan.

B. Gas Facility Update

CM Minner said they wanted to have a presentation tonight to review some of the concepts and show some of the ideas that they have to meet the needs of the gas department on Griffin Road. The concept is that we need to relocate the gas division. The concept will show that they have increased the size and footprint of their headquarters, and it will include storage. We have been looking to move the gas department out of the downtown and the city clerk has a need for a better storage facility and that facility has to be air-controlled per state statutory retention policies. The current storage facility is located in the current gas department, and it is inadequate for record storage, but it is not inadequate for equipment storage of the special events division. The special events division will be moving out of the old partnership building, and they will go into the old gas headquarters downtown and the Center for the Arts will move into the Tropic building. The equipment and other stuff that is in the existing partnership building will be moved into the old gas facility when gas has been relocated to the old Knights of Columbus building on Griffin Road. All scenarios are moving along, and they would like to keep everything tied together. If they do it right, they could have the bid for the gas headquarters out with the parking lot bid and those would run simultaneously. With that, the gas director will review the concepts of his needs and how that has translated into the old Knights of Columbus building. He will review how they plan to expand that building to put in the facilities.

Gas Director (GD), Corey Goepfert, said he had a quick overview of the design concept plan for the gas operations as well as the city clerk's storage and a pole barn for electric and gas. Referring to renderings, he showed a picture of 2116 Griffin Road, which is the old Knights of Columbus building. He showed the initial footprint of the building, the parking lot, and some green space. He pointed to an old storage facility that the electric department was currently using for storage of Christmas lights. That would be torn down to construct the city clerk's record storage building and a pole barn.

Referring to the footprint of the initial building, the Knights of Columbus building. He showed the existing restrooms, kitchen, storage and a big open space. He pointed out a classroom/conference room, a couple of small offices and a mechanical room. He then showed the initial concept plan for the building and the footprint. He showed the existing Knights of Columbus building and the additions that they would build to make it feasible for staff and growth in the future.

Moving to another slide, he pointed out the Knights of Columbus building concept and the parking lot. However, parking may change some due to retention. At this time, they do not know how big or little they need for retention, so that may change a little. He showed where the city clerk's storage facility would go, along with the pole barn for the electric department. He pointed out where Griffin Road was along with Tally Road to the west. He provided an overview of the pole barn and city clerk storage. There will be a garage door for entry and exit to the pole barn. It will be approximately one hundred and sixty by sixty. It will be fourteen feet tall so that the line trucks can pull in and out without any issues.

He showed the west side of the building which would be the addition. He pointed out where the shop would be, and that is where they would house the meters, regulators and miscellaneous parts. He showed where the office space would be, which included a part of the initial building. He showed a rendering of the front of the building which includes the existing building and there will be large windows up front. Pointing to the addition, he said it would include a conference room and a break room that would utilize the natural light from the windows. The north side of the building will be the rear of the building. Moving to another rendering, he showed the layout of the city clerk's storage facility, and it would include a small mechanical/IT room. There will be a three-thousand-square-foot storage room and a pole barn. He showed a rendering of the roofline, which showed it to be a two-story building. Upstairs there will be two offices, bathrooms and they are leaving space for future offices. He pointed out where there would be two offices and a small closet for cleaning supplies. He then showed the area where the shop would be. It would have tall ceilings, and they would utilize that height for storage. There would also be some areas for offices.

Referring to another rendering, he showed the main floor, the entryway and the lobby where the admins would be to catch vendors, the mail, UPS, contractors, or whoever comes in. There will be a conference room with tall windows, and a break room. Coming out of the lobby, there will be four offices for staff. On the southwest corner of the building there will be a mechanical/IT room. He then showed the existing kitchen and bathroom. Obviously, they would remodel and revamp it. Moving north, there will be a big open office which is where all the field guys will be housed. On the west side of the building is where they will have their shop. That is where the big garage door will be, so they can pull trucks in and out to load and unload materials. There is a small welding shop for fabricating regulator stations, meter sets, and a small mechanical room along with an office for the operation supervisors that includes a small bathroom and locker room. He showed the area where the copier and office supplies would go. The last slide showed the overall concept from a bird's-eye view that included the city clerk's storage, the pole barn, parking lot, and the existing building. He asked if there were any questions?

CM Minner said the only thing he would underscore in the presentation was that they put a lot of consideration into the existing facility. They would keep the restroom locations where they are to help minimize construction costs moving forward. They worked around a lot of the existing infrastructure. With the kitchen concept, that was one that was birthed by the electric department because there was a need for kitchen services and a larger congregation area for when we have emergencies. It would be used as an emergency operations center (EOC) for the electric, gas and public works crews when they are out working during emergency response times. It has been in the electric budget for a number of years, but it has been overlooked for a number of reasons. However, they would like to upgrade some of their facilities which are on the same site. The electric department is located on the north side of this site. The building will serve that facility and the concept of having an EOC for the work crews to take breaks and get something to eat during hurricane recovery and this is a reasonable design. He wanted to throw out some numbers, so the commission would not be sticker-shocked, but, unfortunately, this would not be cheap. We had one million dollars in the budget to do this project, and it was included in the FY 25 budget. Of that one million dollars, we spent about $150,000 on the design, which leaves us with about $850,000 for construction. However, after design, we believe that a good budget number moving forward will be between $2 and $2.25 million to have it constructed, and those funds will be paid for by the gas fund. Most of it would come from their reserve account. If they remember, gas performs extremely well. In 2013, gas had somewhere around $15 million in their reserve account, and we spent a considerable amount of that on our partnership with The Villages because we had to extend the mains and those types of things in order to serve that growth. Now that growth has necessitated the need for a larger facility, and really, if anyone is wondering why the gas department needs all this, it is because we are taking the two facilities that are currently located on Fifth Street, and combining them into one bigger facility. In the 2013 timeframe, gas had roughly eighteen to twenty employees, and today they have twenty-nine to thirty employees. Plus, that department will continue to grow because of our partnership with The Villages. The gas extensions that we fought to get are growing, so gas is growing on The Villages side at two hundred and fifty customers per month. As long as The Villages continue their rapid expansion in Sumter County, they will all be gas customers and this facility has to serve them. In exchange for what we have seen since The Villages took off, we have spent some capital monies extending those mains and fighting the legal fight, and they are back with a reserve account of about $10 million. Gas is doing what gas has always done for the city, which is, it has been an excellent enterprise fund for the city. Construction costs for this are sustainable and doable without it being a catastrophic hit, and it is something they need. In 2017/2018, we looked at The Villages and The Villages deal, and we knew it would be a catalyst for the gas department to transfer enterprise funds into a capital improvement program plan for the city. He would love for that initial concept to be the case. However, now, seven years later he did not know if the state legislature would allow that. Remember the processes that we went through to get our electric rates down, sustained and operating in more of an IOU fashion. We did that by shifting over to gas and that has not ended completely, but he guessed, based on where the state legislature heads, that eventually, those surplus transfers will be more controlled by authorities stronger than us. So, where will we go with the gas surplus, and do not get him wrong, because he was not saying to just spend it, but this is a need. However, the surpluses will ultimately need to be spent on managing the gas fund and that will determine where we go with gas rates. While it has not stopped yet, using some of the surpluses to fund capital improvement project transfers will probably be limited in the future. This is a need and cash is available in the gas fund to do it. At this time, they would like a consensus from the commission. The concept makes sense, and assuming that they finish up with the architects and get the design and the concepts into bid fashion, they hope to have this done about the same timeframe as the downtown parking project. **Mayor Reisman** asked if there were any questions.

Commissioner Berry asked if the trucks would only enter from Griffin Road or would there be a back entrance? **GD Goepfert** answered that they would come in and out of Griffin Road. However, there was talk about possibly utilizing the electric department's entrance, but as of now it will only come in off of Griffin Road. However, they could definitely tweak that. **Commissioner Berry** wanted to know what was adjacent to and behind the facility. Was there a wall at the entrance for the electric? **GD Goepfert** replied that it was a fence. **CM Minner** added that at the north end that is an existing electric property, that is existing city property. When we bought the Knights of Columbus building, it fit nicely into an enclave that was in the city. The fence there will be brought out onto Griffin Road, so everything will be encompassed at the electric compound. It would then become electric, gas, and city clerk storage. **Commissioner Berry** asked if Tally Road would be fenced. **CM Minner** answered that the existing fence on Tally Road would stay there and that is located on the east side of Tally Road. **GD Goepfert** added that the plan was to fence it all the way across, and it would allow for access to all three properties. **CM Minner** said electric can get there from the north side because they have a secret entrance off Tally Road so they can get to it from the north. Gas, public wise and service deliveries, will enter off Griffin Road, but they will have both. **Mayor Reisman** wanted to know if everyone was okay with the concept so they could give the city manager approval to move forward. **Commissioner Pederson** said it was a great design. It is smart to move gas out of downtown, and it will all flow beautifully. **Mayor Reisman** agreed.

C. Review Bikefest Financials and Event Management

CM Minner stated that about two years ago, the Partnership approached us because they decided that Bikefest was not profitable for them anymore. At that time, the commission picked up the baton and ran with it because there was pressure from the public about the demand for the Bikefest event. We then took over the Partnership and entered into an asset agreement, and we assumed their assets/equipment. We also received their cash assets, which totaled about $250,000. Since then, we have endeavored and done Bikefest for two years, and the city was the primary manager/host of Bikefest. At that time, we partnered with the Chamber. We looked to the Chamber for two things. First, the Chamber was brought in to help sell alcohol during the event because the Chamber saw that as a source of revenue, so at that time we stopped the regular city funding of the Chamber because the Chamber was able to help manage this event, and they would receive funding from the event. We also created the special events division.

Bikefest 2024 saw a loss in the neighborhood of $70,000. In 2024, we felt like the operations were good, and it was the first year. If you remember, we also had rain that year. After that, we decided to make some modifications to the concept. In 2024, we picked up the Tropic building, which was used as an extra facility for the Chamber to sell alcohol, which that showed as a revenue increase. Then, this past

April, we had a great time. The weather was awesome, and the crowds looked to be pretty reminiscent of old times. However, we also saw a loss. The last two years have seen a loss, and that loss is shown to be attributable to where we are spending money and that money is a beneficiary. It has turned into a beneficiary for the community. With the funding of the Chamber, and with the funding of other civic organizations, we have created a platform where we are funding the Chamber and other civic organizations through the partnership of Bikefest. If we continue to use this model, we can anticipate another loss of $70,000. He reported to the commission during the budget process that we had this issue, and we needed to discuss it in further detail. So, the purpose of this is to give staff recommendations, go over some numbers, and seek direction from the commission on how to move forward.

Recreation Director (RD), Travis Rima, said he was going to provide a financial recap and ask for some future directions about Bikefest. He started by saying they received excellent responses about this year's Bikefest. From all the matrix that we have at our disposal, we saw the numbers steadily increase. There was a regression from the 2019 pre-covid numbers, but from 2023, when the Partnership brought it back to 2025, there has been a good increase. They had a meeting today with Placer.ai, and that showed 156,000 out-of-market visitors to the City of Leesburg over that three-day weekend. That did not count the locals that live in the Leesburg area code who also came out and enjoyed the event. There were 156,000 people who came to Leesburg that weekend for Bikefest. Another number that he wanted to share was that two weeks ago at the last TDC meeting, the Discover Lake Director, Ryan Ritchie, announced that the economic impact on Lake County as a whole was $43 million. That was his number, so the commission would have to ask him how he got to that, but it was $43 million to the county as a whole, which has a great economic impact, along with 96% of the hotels being at occupancy. We filled up the hotels in all of Lake County so that was successful. The last one is that we received overwhelmingly positive feedback from the downtown businesses, not every single one of them, but the vast majority that reached out said it was overwhelmingly positive. However, the one matrix that did not trend in the right direction was the financials.

Referring to a slide, he said the commission had already seen it at the budget meetings, so he would not go over all of it again. However, the overall gist of it was that we have alcohol and non-alcohol expenses and revenues, and when we put them together, the city saw a loss of $69,000. The chamber profited $50,000 and the other non-profits profited about $5,400. The key here is the Partnership transfer funds. When the Partnership dissolved, they handed all their equipment and events over to us. They also handed us $257,000. In 2024, we transferred $72,000 and this year we will have to transfer $69,000. At this rate, we only have one more year of Bikefest left, if we continue doing it the way we have been, so we really need to make a change. There were a lot of numbers, but he wanted to point out the profits by organizations. Bikefest has always been a good local event that helps bring money to the city through organizations. The Chamber received $50,000, but it was important to understand that the Chamber did not get the $30,000 from other sponsorships and civic funding that they received prior to running the bars for Bikefest. Their amount for Bikefest was $20,000, and it is important to differentiate that to understand that part of the civic funding and part of the sponsorships for all the events that we sponsor through the Chamber is around $50,000. Then the other nine organizations receive anywhere between $2,900 and $8,800 in tips and efficiency bonuses for working the bars.

The big key here would be sustainability. How do we make this sustainable so we are not losing $70,000 each year while putting on a good fun and safe event? We came up with three options that we mulled over and talked about at length. Option one is to go the same route with the Chamber next year, but we only have one year left if we do it that way. Option two is to go with an outside vendor and work on the back end to keep the Chamber whole by giving them civic funding or sponsorships. We would have to find a new way of working out a fee and a percentage for the Chamber to still run the bars. In the end, the Chamber would need to walk away with $50,000 and the city would need to walk away with $40,000 to break even, but that is a tough number. Option one is pretty simple. We kick the can until next year while planning to lose between $60,000 and $70,000. We would take the last $60,000 of the $114,000 left from the Partnership transfer. However, remember we can only do that for one more year. Option two gets deeper into numbers, and we call it the industry standard because many, if not all, large-scale festivals and events are run using this procedure. We would hire an outside vendor to come in and sell the alcohol on behalf of the city. They would pay the taxes and fees, and they would get a cut. They would get $10,000 right off the top, and a percentage of the rest of it. In 2023, when we found out we were doing Bikefest, we reached out to some people to get proposals for what that would look like. At that time, the percent was a 70/30 split between the city and them after the initial $10,000 off the top.

Going off those numbers, the concessionary would have had a revenue of $60,000 plus tips. Their profit is unknown because we would not have their list of expenses. These organizations do this year-round, so their insurance may be cut into twenty different events. They do not have to rent tents or tables, because they already have it all. So, their profit is unknown, but really, for us, their profit does not matter all that much outside of us wanting them to be happy and come back, because that is important and we would have an overall number. Using last year's numbers, we would have had a profit of $77,000, but the key to this is that we have been having conversations about this over the last couple of weeks and that $10,000 and 30% are negotiable at every event. We are hearing anywhere from a 70/30 split, a 60/40 split, to a 50/50 split. Everybody we have talked to says we have to negotiate. He showed the numbers from 2023, and a lot has changed since then. We are very comfortable saying that the profit number for the city would be anywhere between $50,000 and $100,000. The third way is a new way with the Chamber, and it was set up similar to what the industry standard was. We played around with it. We sliced and diced that fee and percentage a million different ways to try to come up with something that worked for everybody, but in the end, it did not work. We could not get the numbers to work out to where everybody could walk away happy. It also introduced a pretty good risk for the Chamber to take on. So, we do not recommend doing it that way.

At this time, they are looking to the commission for advice on which way to go. It is important that we keep the Chamber whole because they were not part of the civic funding process, so if they do not get $50,000 from running this event, we need to make them whole. Pre-Bikefest they received $30,000 as a total package, and we are recommending that we keep them whole at $50,000. The sources of that revenue would be the Bikefest profits and another thing he should have mentioned was the $77,000. He would say anywhere between $50,000 and $100,000 would be alcohol profit. There are certain things we can and cannot do with profits, but we could put it towards civic funding, so we could give it to non-profit organizations. We could also roll it into the following year's event. However, one number that has not been included in any of this is city staff time and that includes police, fire, and special events staff. That has not been included because the city has always absorbed it into the budget, so we could pay the wages out of this. Those are three ways we could use that funding. In order to fund and keep the Chamber whole, we need to fund them by $50,000. In the general fund 2026 budget, if we go with the millage rate of 3.4752, there would be some money there to do that. It could come from the solid waste fund. If we go with civic funding, there would be a potential reduction in the civic funding and the funds would come from an outside vendor. The other consideration is that we need to watch the price of alcohol. When we contract with a professional, we need to make sure that we have in the contract the pricing levels that we feel comfortable bringing here. If anyone has been to public festivals or any events, they know the price of a beer is expensive, and we do not want it to get too high, but nor do we want them coming in and undercutting our local bars and businesses either. That is something we need to consider during the RFP process. The staff recommendation is to go with an outside vendor and fund the Chamber at $50,000.

Mayor Reisman wanted to know if the commission was okay with the staff's recommendation of procuring an outside vendor and funding the Chamber at $50,000. **Commissioner Burry** said he would choose option two. **Commissioner Pederson** agreed. We would have to go with option two. **Commissioner Berry** wanted to know about the timeframe for securing an outside vendor. **CM Minner** responded that the direction they need from the commission is how to change this scope. If we go with an outside vendor, we need to put together a procurement package to secure an outside vendor. That would need to get out into the marketplace ASAP. The concern is not so much what the vendors' expenses are, because there are some efficiencies that the recreation director alluded to in that these are repetitive things for them. Some of the expenses that increase our costs would probably be a decrease for an outside vendor. However, our number one concern would be accuracy and ensuring that if they sold $190,000 of booze, that was the actual number. We do not want any hocus-pocus, so we should watch that as much as we can. We do not have any reason to believe that a vendor would report differently because there would be contractual language that says they have to report, so we would take them at their word. If this is a profitable event for them, they will be back, and we will do it again. If it is not a profitable event, they will let us know they do not want to do it again, and at that point, we will have to come back and reevaluate it. **Commissioner Berry** said her concern was the location, so would we have a local vendor, or would they have to travel? **CM Minner** replied at this point we do not know. We would have to send it out, but he did not believe there were any Leesburg businesses that did this type of work. He knows there are vendors because we see them in the bigger communities like Orlando and Mount Dora. Mount Dora and Orlando are the two biggest communities that we talked to who use these types of vendors at major events. That is where the concept came from. **Commissioner Berry** wanted to know if there would be a team from the city that works with that vendor. Maybe one person for every tent to be a confirmation of what they are pouring matches what is being reported. **CM Minner** stated they would leave that to the discussions about where the procurement process goes. Once we have a conversation with vendors, we will get a better feel about that and we will cover some other stuff. The alcohol sales locations will be up to the vendor, but to have a single person be the watch dog, we will play that by ear. **Commissioner Burry** questioned option two. His only reservation was that, two years ago, we gave the Chamber $30,000 as a contribution and the Chamber was working the Bikefest, but now they will not be working Bikefest, so why would we give $50,000? That should be talked about. He was not sure if he agreed with that. If they did not work Bikefest anymore, why would we give them the same money? It does not make sense. **CM Minner** said he wanted to pontificate on that because there are a couple of moving wheels. We tried to keep the presentation at a super-high level so it did not get too confusing because we could get down in the weeds and get lost. One of the major concerns that we talked about on a staff level was keeping the Chamber whole. The Chamber obviously relies on the city for funding and pre-Bikefest it was $30,000 in three increments. There was a check out of civic funding of $10,000 and then the other various levels of support throughout the year, so they netted $30,000 from the city, and that is the baseline. Over the last two years, the Chamber was able to net $50,000, and that is the window. The first thing we need to do is, if we decide to go outside, and do an RFP for an outside vendor. The next thing we will do is sit back down with the Chamber and firm up what we want to do with them, and we need to do that prior to October 1st. We will have the deal with the Chamber before we come back with an agreement on the vending process. This evening we will go that route. We will start the procurement process and sit down with the Chamber. He spoke ad nauseam with Sandy Moore, Executive Director of the Chamber, and her request was for $50,000. She also needed to talk to the Chamber board about where they wanted to go. That meeting will be tomorrow and their regular board of directors meeting will be on Thursday, so we have a month to wash this out.

Commissioner Berry said some of the expenses were incurred by the Chamber, so how do we know what an outside vendor will offer, and could we negotiate where we have the Chamber working with them? **CM Minner** wanted to verify if she was referring to marrying the Chamber and the outside vendor? **Commissioner Berry** agreed. **CM Minner** said that was something they could talk about. However, that may not happen because the outside vendor will have their own operations, and they will most likely want to run their show. **Commissioner Berry** clarified that she was not saying to marry them. She stated the Chamber has had their expenses listed for the last two years, so how do we know what the third party will be offering, and maybe we can negotiate more in the contract? **CM Minner** responded that we will not know that expense. We talked about this on a cursory level, and he would bring it down a little micro. We know that our expense in selling alcohol was about $93,000, and we generated $190,000 in alcohol sales revenues. That did not include any tips, and the tips were about $30,000. The way we operated it is that tips right off the top went to civic funding operations. We did not include tips in the matrix because, through our partnership with the Chamber, tip money went right to funding civic organizations. There were two components. We know tips and sales and those two together were about $220,000 in revenue, so that would be about what an outside vendor would do. We know on our side of the house that once you take the $30,000 off, we are dealing with $190,000 in revenue. Then with that $190,000 in revenue, we know about $90,000 of that is expenses. Those expenses are purchasing alcohol, drink mixers, ice, tents, golf carts, and all the other stuff. We also need to pay the helpers to count money and distribute stuff. They could give a detailed breakdown of all those expenses, but he did not think they would be able to drill down into what those expenses are for an outside business and, to an extent, that the private sector will keep those expenses to themselves. However, we can assume that there will be some efficiencies from the outside vendors, because they repeat using tents, golf carts, and personnel. So, where we have an expense for that on an annual basis, they are going to reuse it. That really is the crux of our method versus the Chamber, because our method and the Chamber's method are that we have certain fixed expenses of $93,000, and we do not have $40,000 to cut in there. He would not say there is zero waste because waste comes with doing business. However, he does not believe they will find $40,000 in efficiencies to flip the switch, and that is why we would go to that outside vendor. The biggest concern with an outside vendor is whether they are being honest with the money. If they are making a lot of money, that is when we need to work it out. If they are not making any money, we will know about that too, because they will not come back. We really need to go into this with a one-year contract so we can test the waters and see how it goes. We could even do a short-term contract, one to three years, just to see how that relationship goes. We know the public wants Bikefest because they lined up on multiple occasions saying they wanted Bikefest, and we catered to that, so we know we have to do Bikefest. We know the way we have done Bikefest for the last couple of years has been a loss-leader. So, how do we go from losing $70,000 to making $75,000, which is a delta of $150,000? It is really easy in the numbers to see that. We give away $50,000 to the Chamber, we give $50,000 to other civic organizations, so right there is $100,000. Then there is $50,000 of miscellaneous stuff. So, in those three components, that is the delta. It is a firm $50,000 to the Chamber, a firm $50,000 to other civic organizations. Plus, $30,000 of that other $50,000 is insurance that we buy. We know if we flip the switch, we will not have $150,000, but we will go up to $75,000. We may have $75,000 in the black from going with an outside vendor, because they reuse tents and supplies. We could potentially have $75,000 in the coffers that could be redistributed. Maybe that could become the source of civic funding in the future, or maybe it will come back, because the city has been absorbing the money to pay overtime expenses since the inception of Bikefest. However, we will talk more about that later, but we cannot continue to do it the way we have done it. We know the public wants it, and there will be some trial and error with going to an outside agency. However, the outside sales of alcohol shifts the liability from the city, and it also provides a profit line. The biggest thing we need to be concerned about is making sure we keep the Chamber whole and keep track of the alcohol sales. At events, no one pays less than $10 for beer. If we are the sponsors of Bikefest and beer prices go from $6 to $12, we will be murdered on Facebook as being profiteers, which is not the case because we will see the numbers. However, that is a concern, and we will watch it, because the higher the outside vendor goes, the happier our local merchants will be because they will sell a lot of beer. If the outside vendor is lower, then our local merchants will not be happy because they will not sell as much beer, but we will figure it out, and it will all come together. He knows there are a lot of questions about detailed expenses, but the marketplace will dictate their scale of efficiency because they are beating us by $100,000, which is why we need to flip the switch. **Commissioner Berry** said she thought some of the expenses would go away if it was through a third-party vendor. She suggested that they come back before deciding what is to be given or offered. She understands trying to keep the Chamber financially stable. **CM Minner** added that at the end of the day, if we compare our expenses to the outside vendor's expenses, they will be looking at them from a different perspective. They are not going to see a tent or a golf cart as a perpetual expense because they made a one-time capital investment. So, the spreadsheet will not look like their spreadsheet.

Commissioner Pederson said he liked it. The Chamber has been involved in this event for years, and he wondered if there was a role for them to cover the difference between $30,000 and $50,000. However, he was not sure if they would be involved or not. Secondly, with the sponsorships, is the county giving us money or the TDC? **RD Rima** said the TDC refunds the city for any marketing that is outside the area and this year that cost was about $46,000, but it could be closer to $50,000. **Commissioner Pederson** said he perked up when he started talking about the county being happy with the beds and hotels. **RD Rima** said they would have some discussions with them because, right now, the only way to get money for Bikefest is to advertise outside the county, and they reimburse us directly for that as long as we have a 90% to 96% occupancy in hotels, so we are going to see if there are other options to look at. **Mayor Reisman** asked if there were any further questions? There were none. He polled the commission to see if they were in favor of option two. **Commissioner Pederson** said he was okay with it. **Commissioner Burry** agreed. It would absolutely be option two. **Commissioner Berry** said she was good with option two. **CM Minner** stated that moving forward they would get this out into the marketplace. We will get an RFP out ASAP and go back to the Chamber to try and figure out how to keep them whole. After that they will be back to formalize this for FY 26.

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!

Bill Polk of 600 Cascade Avenue, Leesburg, said he was not there to talk about the shuffleboard courts. However, he asked that they reconsider and not give that property away to anyone. Also, if he was a banker, and the city brought that Bikefest concept to him, they would be looking at coattails going out the door because this is not a plan. He did not understand what they were doing because nothing had been set. They do not know how much money they are going to make, nor do they know how many people are going to come away. That was such indecision. He would like them to consider turning it all over to someone else. Let them run it, and the city could get a percentage off of whatever they do.

Steve Clark of 109 South Lake Drive, Leesburg, said he was a concerned citizen. He values ethical governments and equitable community planning. He supports the need for transitional housing for youths aging out of foster care. However, the current proposal to donate city land that demolishes the shuffleboard courts to the Forward Paths Foundation raises serious concerns. The nonprofit leadership includes the spouse and son of a sitting commissioner, which creates a perceived conflict of interest. While the city attorney claims no legal conflict, he and his attorney think otherwise, because the situation may constitute a disproportionate benefit under Florida Statute 112.313. He has filed a complaint with the Florida Commission on Ethics and Commissioner Burry has been notified of said complaint. Public trust demands impartiality and personal ties risk undermining that trust. Furthermore, the plan disproportionately affects seniors, who represent 25% of Leesburg's population. The shuffleboard courts have been a fifty-year community asset. They support recreation, social connections, and sports tourism through tournaments. Removing them to house twenty youths or 0.0007% of Leesburg's population is not equitable. That is 0.0007% of the population being benefited. Homelessness requires comprehensive solutions, including housing and support services which could be addressed elsewhere. He also wanted to know why three other alternative properties were declined. Some of them were in historically black neighborhoods, raising concerns about what might be racial motivations in the decision-making process. Pitting seniors against youth is unnecessary. Collaborative solutions can preserve community assets while meeting housing needs. He urged the commission to pause this process and explore alternatives, including submitting a request for proposals from all appropriate Leesburg nonprofits to come up with a solution to the homelessness problem. Doing all of this while upholding transparency and ethical integrity. He then asked the commission. Based on the community support that they have received, they may need a change of venue for the August 25th meeting. If that does happen, how would they be notified about a change of venue if it occurs?

Rick Tallman of 655 Abdella Way, The Villages, said he was there representing the Leesburg Shuffle Club. The reason they were speaking about this is that they had requested to meet with the commission individually at the courts so they could see what they were actually voting for, and they were not getting that. So, they will continue to come back to the public comment portion. By now, the commission should be able to see that the Leesburg Shuffleboard club members are passionate about their sport. We sense that the commission seems to look down on the members who are part of the shuffleboard club that are from The Villages, and that is so wrong. Please remember the fact that they are spending $10.5 million on the Susan Street Sports Complex to bring in recreational tourism and that is exactly what the villagers who are a part of the Leesburg Shuffleboard Club are. We are recreational tourists coming here. Also, why is the commission being so hard on their members? He wanted to know if the commission has ever asked for a membership list by any other recreational sports facility in the city? Recreational tourism is meant to bring in outsiders to Leesburg and that is what we do on a weekly basis at the Shuffleboard Club. It has been stated that Forward Paths has rejected at least two other vacant properties that were offered by the city. What was the reason for them rejecting that vacant land? Donating the Leesburg Shuffleboard Club property is a lose-lose plan. If that land is donated, then the operating shuffleboard club facility gets demolished. If the city pays for that demolition, it is a total loss of taxpayer dollars that have already built that facility. If Forward Paths paid for the demolition, it would be a total waste of donation dollars because they were already offered vacant land to build on. When it is stated that the city owns the shuffleboard property, remember who the city is because it is the people. He did not know if they had been out talking with the people, but they had been. They have been collecting signatures on a petition to save the Shuffleboard Club. And he wanted to present the city with the fifteen pages that they have at this point. They have received overwhelming support from the people that they have talked to. The city may want to consider having a bigger room for the next meeting. **Someone from the audience** said he should recommend holding on to the petitions until they have the item on the agenda.

Alan Dronsfield of 34309 Nursery Place, The Villages, said he wanted to elaborate on the petitions because they hit the concrete starting at the corner of Canal Street and CR 44. They have been to the real estate office, the Warehouse and the doctor's office across from the Warehouse. They went to Nobles Marine, which he has been doing business with since 2005, so he knows the family very well. They have also been to Skate World. They started at Canal Street and hit both sides of the street all the way to the Irish Pub and no one refused to sign their petition. Everyone that signed their petition was totally in favor of keeping that shuffleboard right where it is. They do not want to see the kids there. They are adamantly against it, and he was sure a lot of them would show up at the August 25th meeting. However, everyone that signed the petitions was totally in favor of keeping the shuffleboard club where it belongs. No one refused to sign their petitions. They were not in favor of Forward Paths. They covered a lot of businesses that included the sports memorabilia shop, the candy store, places that the children would probably end up going. People signed their petitions because they are adamantly against what the commission is trying to pull off here.

Dina Simpson of Renew Day Spa said she had two of those locations in The Villages. She is a village resident, but she was in the family community. They have been in this community for fifteen years. She wanted to comment on the previous comment about no one denying signing that petition. No one stepped foot in her business, which is located at 214 West Main Street. She did not sign that petition. She wholeheartedly supports Forward Paths. She has been a part of that community for fifteen years and, because she is not a village resident, per se, she is not allowed to compete with a village team, whether it is a Dragonboat team or a swim club. She cannot go to their pool unless she is with her parents, who are village residents. Mind you, she owns two businesses on village property, so there are no special accommodations for a village business owner. Nor are there any special accommodations for a villager who lives in a family community. Therefore, she cannot go on one of their shuffleboard courts. She cannot Dragonboat at Sumter Landing, nor can she Dragonboat at Eastport, which is their new area. She had to find a Dragonboat team by herself that was not affiliated with The Villages. She also has to pay a fee, a yearly fee, so she can compete with that team and, yes, she travels throughout the world. She went to Italy, Germany and Montreal just two or three weeks ago. She has had to go out and seek other areas where she could turn around and use their facilities. She did not feel that it was fair that village residents who had shuffleboard courts provided for them. They could go ahead, and have tournaments, so whatever size they may be, that is on The Villages. If they did not build them big enough, that is not Leesburg's responsibility. She understands that since The Villages have come into the city, they cannot go out and say 25% of retirees, because not every retiree plays shuffleboard. We have to look to the future and the kids. Everybody wants to turn around and complain about the kids on the street and the kids here and the kids there. We need to turn around and show them some empathy. Who are we as people? We need to give back to our future. A lot of villagers do support other communities and other organizations, and she was appreciative of that, and she too does that, but we need to look and see what is important.

Gail Howell of 1313 Morey Court, Leesburg, said she was the president of the Leesburg Shuffleboard Courts Club. She has not been involved these last six weeks because she was up north caring for her daughter who has cancer. She does not have a very good kind of cancer and she is only sixty. Things have been tough at home. She is one of her nine children, and she appreciates every single one of them and the way they act towards her and that is the way their shuffleboard club acts. They are family-oriented, and they welcome young children to their organization. However, she would never have allowed one of her eighteen-year-olds to live in a house by themselves. She does not believe that is the proper thing to do. She has been reading a book called Tuesday with Morrie, and what she learned from that book is the way that you get meaning into your life is to devote yourself to loving others and not scratching at them all the time. You need to devote yourself to the community around you and devote yourself to creating something that gives purpose and meaning. Love is the only rational act and, rather than fighting with people, we need to find ways to help these young men or women, but not on their shuffleboard courts. There are about ninety members, and we have eight meets a year there, and they get up to a hundred competitors. That alone gives money back to the community. They have a real rapport with others and that should continue. It is odd that they have been asking for their courts to be redone for the last year and a half, and they have gotten nowhere with the city. It would cost $22,000 to redo the courts, and they have maintained them for fifty years by their organization. They have had no problems, and they are one of the best shuffleboard court clubs around. She would hate to lose that.

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 Pederson moved to adopt the Consent Agenda as presented, and Commissioner Berry seconded the motion.

The roll call vote was:
Commissioner Burry Yes
Commissioner Pederson Yes
Commissioner Berry Yes
Mayor Reisman 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 28, 2025

B. PURCHASING ITEMS:

1. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute an amendment to the existing contract with SIGN DESIGN OF FLORIDA, INC. d/b/a/ MID-FLORIDA SIGNS & GRAPHICS; and providing an effective date.

ADOPTED RESOLUTION 12,083

2. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute an amendment to the existing contract with BULLDOG SITEWORK, LLC; and providing an effective date.

ADOPTED RESOLUTION 12,084

C. RESOLUTIONS:

1. 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 1H; and providing an effective date.

ADOPTED RESOLUTION 12,085

2. **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 1J; and providing an effective date.**

ADOPTED RESOLUTION 12,086

3. **Resolution of the City Commission of the City of Leesburg, Florida, approving a Proportionate Share Mitigation Agreement entered into by and between the School Board of Lake County, Florida, City Homes Leesburg, LLC, and the City of Leesburg, Florida to allow for payment of Lake County School Impact Fees; and providing an effective date. (Silver Lake Estates Phase 2)**

ADOPTED RESOLUTION 12,087

4. **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 Leary Firefighter Foundation for the purchase of four (4) sets of firefighter rescue equipment; and providing an effective date.**

ADOPTED RESOLUTION 12,088

5. **Resolution of the City Commission of the City of Leesburg, Florida, adjusting Customer Rates for Electric, Natural Gas, Water, Irrigation Water, Wastewater, Reuse Water, and Solid Waste Collection for Utility Service obtained from the City, setting forth findings, providing a savings clause; and providing for an effective date of October 1, 2025.**

ADOPTED RESOLUTION 12,089

6. **Resolution of the City Commission of the City of Leesburg, Florida, authorizing the City Manager or their designee authority to accept funding from the Florida Department of Transportation (FDOT) through a grant provided to the University of North Florida Institute of Police Technology and Management (IPTM) for high-visibility traffic enforcement details; and providing an effective date.**

ADOPTED RESOLUTION 12,090

7. **Resolution of the City Commission of the City of Leesburg, Florida, Authorizing an Amendment to the 457b Plan Agreement to include a Three Percent (3%) Employer Match to Employee Contributions; and providing an effective date.**

ADOPTED RESOLUTION 12,091

8. **Resolution of the City Commission of the City of Leesburg, Florida authorizing renewal of an agreement with Sun Life Assurance Company of Canada to continue providing Excess Stop Loss Insurance, in addition to Health Navigator, for the City's group health insurance plan; and providing an effective date.**

ADOPTED RESOLUTION 12,092

9. **Resolution of the City Commission of the City of Leesburg, Florida authorizing amendments to Personnel Policies 800 and 805 to reflect updated per diem rates and travel guidelines based on U.S. General Services Administration rates; and providing an effective date.**

ADOPTED RESOLUTION 12,093

10. **Resolution of the City Commission of the City of Leesburg, Florida, accepting a Utility Easement to the City of Leesburg from Lyden Properties, LLC for the purpose of granting the City an Easement over the property described therein; and providing an effective date.**

ADOPTED RESOLUTION 12,094

6. PUBLIC HEARINGS AND NON-ROUTINE ITEMS:
During Public Hearings and Non-Routine Items, the Commission requests that those in attendance respect the process and maintain order. As such, in accordance with Robert's Rules of Order, please refrain from speaking out, cheering, or applauding during these proceedings. Your cooperation helps ensure a fair and respectful hearing.

A. SECOND READING OF ORDINANCES:

1. **An Ordinance of the City of Leesburg, Florida amending the City's Code of Ordinances; Chapter 25, Section 25-292 (18) Mobile food vending; providing for conflicts, severability, and an effective date. (Mobile Food Vendor Ordinance Revision)**

ADOPTED ORDINANCE 25-41

Mayor Reisman asked the city attorney to perform the swearing-in. **CA Watson** asked anyone wishing to speak on item 6A5, Lake Margaretta PUD rezoning to stand and raise their right hand. He swore them all in.

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

Commissioner Burry made a motion to adopt the ordinance and Commissioner Pederson seconded the motion.

Mayor Reisman requested comments from the Commission and the audience.

PZD Miller said the city currently has a mobile food vendor ordinance. We have had it for several years. Normally in a city, a food vendor is required to get a permit and meet specific standards. However, the Florida legislature has been in preemptive action mode lately. They have taken some preemptive measures regarding the permitting of food trucks under FS 509.102, which include removing a city's ability to require licenses, registration, permits, and fees. At the June 9th and June 23rd meetings, Senior Planner, Max VanAllen presented and proposed some changes to the mobile food vending ordinance, which were designed to meet the statutory requirements. At that time, the city commission asked for some specific changes to the proposed ordinance. So, Ms. VanAllen was there to provide an update based on the feedback provided by the commission at those hearings.

Senior Planner (SP) VanAllen said they were reviewing the mobile food vendor ordinance changes from the June 23rd meeting. She wanted to begin with some follow-up research based on questions the commission had at the last meeting. She would then go into some minor changes that happened between the June 23rd meeting and this meeting. Staff looked into some mobile food vendor statistics per commission request and, between 2023 and 2025, they have nineteen mobile food vendor permits and letters of location compliance on record with their office. Seven of the nineteen have a buffer conflict, which equates to 37%. This would be a restaurant within two hundred feet. Per the property appraiser's land use data, there are ninety-nine restaurants within the Leesburg ISBA and there are seven major grocery stores. She looked into the code issues and the majority of the code issues caused by mobile food vendors have been addressed by code enforcement prior to the issue rising to a full violation. Per code enforcement, they had one official closed case regarding a vendor that did not get a permit through staff and that has been rectified. Regarding food deserts, greater than one mile from fresh food is a standard research-accepted distance to qualify an area.

Referring to a map, she showed the locations of mobile food vendors, and it distinguishes the ones with the two-hundred-foot buffer conflict. These are highlighted in red and there are seven at the north end of the city and one further south. The ones highlighted in yellow would be considered compliant at this point. As for food deserts, they mapped the location of the vendors, the seven major grocery stores and restaurants. They then added a one-mile buffer around each major grocery store as the distance from fresh available food. Based on that research, there are a couple of areas in the northern part of the city across from CR 468 and US Highway 441, and generally between US 27 and the mall could be considered food deserts. She noted that part of this is likely due to the underlying zoning being more residential in these areas, but based on the research, she wanted to bring that to the commission's attention since it was a concern. They are looking into the southern area of Leesburg around CR 470, CR 33 and CR 48 because those could also be food deserts based on the definition. Again, this area is likely due to residential zoning. The findings show that mobile food vendors are following similar patterns to big-box grocers, such as being clustered at major intersections and along thoroughfares. Again, because we are limiting mobile food vendors to commercial, industrial, and planned zonings, they would naturally cluster along these corridors where that zoning is more prevalent. Restaurants are more scattered throughout the city. Staff believe this is a future issue, and they could investigate further, i.e., a designated food truck alley site and perhaps in an area with a PUD specialty zoning.

At this meeting, they are going to bring it back to code adoption if the city commission wishes to adopt the code with the requested changes. In Section F, Exemptions, staff have clarified that a temporary use may be issued to a mobile food vendor for a maximum of seven consecutive days, twice per year on a property that meets location requirements. Therefore, they are eligible for a maximum of fourteen total days within a calendar year provided that two temporary use applications are provided to staff. In Section I, Location Requirements, staff have amended the language to measure the operational buffer property line to property line and that is the two-hundred-foot buffer. In Section K, mobile food trucks may now remain on site overnight provided the truck is secured, equipment is stored inside, and the truck is not in operation beyond the business hours of the principal business. That was something contemplated at the last meeting. In addition, staff clarified that all mobile food trucks must be a minimum of ten feet from the public right of way. That way, we are getting proper access and creating a situation that is more conducive to public safety.

Mayor Reisman asked about handwashing and bathrooms. Are those required? **SP VanAllen** answered yes. They are both required. Handwashing was addressed through the state statutes and the Florida Department of Health and DBPR. They require handwashing sinks for every mobile food vendor. We also adopted that into the code per their definitions. Each site must have a bathroom at the principal business which would allow customers to use the facilities there. **Mayor Reisman** then asked if someone wanted to hire a food truck for a private party at their private residence. Are they able to do that? **SP VanAllen** responded that under the temporary situation they would have a maximum of two hours. They are not required to get a full permit and this also relates to the ice cream truck exemption. At this time, if they pulled up for two hours, they would have to leave. They would be permitted to do so as that would not rise to a full location compliance situation. **Mayor Reisman** wanted to know if there were any ingress or egress rules? **SP VanAllen** replied that mobile food vendors are not permitted to take up any of the required parking spots on site. Any parking spaces they take up would have to be above the amount permitted or required for that principal business. She noted the ten-foot from the public right of way rule that they implemented in the new version. Otherwise, ingress and egress rules are the same as for the primary business on site. They would not be permitted to block that. **Commissioner Pederson** thanked her for her presentations over the last few meetings. They have been excellent. However, when he read the packet, he may have read the table wrong, but for a two-hundred-foot buffer, there were two restaurant conflicts, but she also said it was 37% of the mobile truck vendors, so he was a little confused. **SP VanAllen** stated that 37% was the correct number and there were seven out of nineteen. **Commissioner Pederson** said he was hoping two was the number. **SP VanAllen** said, unfortunately, no, there are seven. **Mayor Reisman** stated there were a lot of food truck vendors in the audience. Could she give a breakdown of what the process would be and the different options? **SP VanAllen** explained that for a permanent vendor on site they would need a letter of location compliance, and they would get that through the planning and zoning office. They are welcome to call, email or come to the front counter to go through that process, and they can assist them. That would involve coming to us with a site picked out, and they would propose that site to them. Staff would check the zoning to make sure it was compliant. If it was compliant, they would go ahead and provide the information packet. They would provide the city with their contact information and insurance. They would be given a piece of paper to take to the property owner for notarization. The property owner would sign and have that notarized because they would be giving consent for that vendor to be at that location. That, coupled with the contact information, insurance, and the letter that staff will write that says the site is compliant, sends them forth for their fire inspection with Leesburg Fire Department. Once we get the okay back from the fire department, they are free to vend. We typically notify them via email. **Mayor Reisman** indicated that there was a permanent option along with some other options as well. **SP VanAllen** agreed. There is a temporary use option, which is what we discussed. It is a maximum of seven consecutive days twice per year. Again, a maximum of fourteen days within a calendar year with two applications to staff. No more than three mobile food vendors per property, but this is more for a weekend event situation. They wanted to have a pathway that says if you are not interested in vending full-time somewhere, or if they just want to check the site out to see if it is profitable, they could apply for a temporary use prior to vending on that site. Last, it would be through our special events with the city. They would have to go through the recreation department for that avenue. **Mayor Reisman** wanted to clarify that there were no fees. **SP VanAllen** agreed. There were no fees. **Commissioner Berry** wanted her to explain why there were limitations on time because she said fourteen days. Why is there a limit if it is approved by a business? **SP VanAllen** responded that it was a temporary option only. It is meant for a food vendor truck to come in for a weekend event where a local business may want three trucks to show up. It could be for a business' grand opening bash, something like that. Rather than on a permanent basis where they are there full-time vending, Monday through Saturday or whatever the principal business hours are. **Commissioner Berry** asked if a vendor wanted to do two spots in different areas of the city. How would that work under the temporary option? If a food truck vendor was not sure which area was more conducive financially for them? Is there an option to go to the north side of town and then another day to the south side of town? **SP VanAllen** replied that there was nothing that would prohibit that under these terms. They could apply for two separate locations. They could apply for a three-day weekend in one area and another three-day weekend in another spot to see which area is better for them to come in for permanent use. **Commissioner Burry** said he was okay with the general package. If we adopt this tonight with the two-hundred-foot border, would there be a chance that seven vendors will have to close? **PZD Miller** said those vendors could be exempted. They would be exempt because they would be grandfathered in because they existed prior to the updated ordinance. **Mayor Reisman** wanted to know what the buffer would be to bring them into compliance. Would it be one hundred feet? **SP VanAllen** said that would be under two hundred feet. **Mayor Reisman** wanted to confirm that if they brought it to under two hundred feet, that would bring them into compliance. **SP VanAllen** answered yes. **Mayor Reisman** clarified that if they grandfathered these seven vendors in, no one would be put out of business, correct. **PZD Miller** stated the instructions were to make sure no one was caused to go out of business. If they used the existing non-conforming, someone who has their letter now could certainly continue. **Mayor Reisman** stated he was fine with the existing grandfathering, but they would have to meet all the rules and regulations when it comes to compliance, whether that be generators, self-sufficiency, and stuff, things like that. **Commissioner Pederson** agreed we would be impacting seven food vendors, but have we identified sites where they could group up? **Mayor Reisman** stated in the packet there were three sites identified. One was by the high school, one by the resource center, and another one by the mall. **Commissioner Pederson** said he was not aware that those were confirmed. There could be a grace period, and it would be prudent for the city to offer the vendors some sites identified, so it gives them somewhere to go in the meantime. They could also find other sites. **Mayor Reisman** commented that most of them already have sites. **Commissioner Pederson** said that we would be forcing them to move. **Mayor Reisman** replied no, because those seven would be grandfathered in. Those seven would be grandfathered in, but any additional mobile food trucks would have to comply with the ordinance. **Commissioner Pederson** said he thought that was just for a temporary, so that is a lot better. The only thing he wanted to add to the equation was because he had read what other cities have done, because this is a tough subject. For example, La Palma, there is a food truck right next door. He would not want a Mexican food truck right next door to a Mexican restaurant. He was not aware if that had been talked about at all. He read where other cities were doing that because there are differences between where a guy comes and parks near a direct competitor. **Commissioner Burry** said he did not have answers to that because he had only one good conversation with someone who owns a restaurant regarding food trucks. He has had no complaints from restaurant owners. He had no one bring this to his attention, but he sought out Oakwood Will and asked him and his opinion was that they were not the same customers. **Commissioner Pederson** pointed out that he also received zero complaints about the food trucks. **Commissioner Burry** said there may be some disagreement, and he might not be right, but he has not had people complain about the food trucks next to restaurants. He would hate to put people out of business who are trying to make a living. **PZD Miller** added that they should let the market make that decision because it is awfully tough and, as stated, they do not want to put these guys go out of business. We just want to be compliant with the state statutes. **Commissioner Pederson** said he knows we talked about three sites, but he was not clear about where the sites were. **Mayor Reisman** wanted to know if the verbiage was still there about the principal property having to be code-compliant. **SP VanAllen** agreed. That verbiage is still in there and staff would be happy to do additional research on those three sites or other sites that may work. **Mayor Reisman** said the commission would be in favor of looking at additional sites for a food truck alley. **PZD Miller** added that they had initially identified three, but they have not had a chance to fully get into all the issues that would come with each site. They have not had the chance to look into all the property available. If it is private property, there could be contract issues, but that could be handled by the food truck owners and private property owners. However, we also have to check zoning, so there are a bunch of things that go into this. It is not as simple as it may seem, but they are interested in doing more study to suggest some locations. Then, if it is okay, they could contact the property owner to see if they were interested. We would also check to see if the city has any property available. He believed there was at least one spot that would work. **Commissioner Burry** indicated that since this was the second reading, do they need to make a motion to amend the ordinance? **CA Watson** agreed. They need to amend the ordinance to include the grandfathering. **Mayor Reisman** asked if they should allow public comments prior to amending the motion. **Commissioner Berry** added that they should also consider extending the time for the temporary use of public or private property. If she was hearing right, they just said they were going to make a motion to amend until a later date, right? **Mayor Reisman** said no, they would amend the motion to include grandfathering in those seven mobile trucks. **Commissioner Berry** wanted to know if they would consider private property as well as public property. **PZD Miller** stated that the existing units are completely on private property. What the city staff were trying to indicate was that they would like to look at public property to see if there was anything possible there and also look at private property to see if there was any place large enough that could have a food truck venue like a food truck mall. That takes some time to work on, but they have already started it, and if the commission would like them to continue in that direction, they would be glad too. **Commissioner Berry** wanted to know when we identify these spots. Will the trucks remain there for any type of duration? Would it be more fair for a truck to go wherever they want to go to sell? **PZD Miller** said he has seen them in different states and in downtown Jacksonville. There is an area that he believes to be private property that is specifically set up for food trucks, and they stay there year-round. We would love to have something like that here. He has been to some other states where they have created a food truck alley, so there is room for some creativity that could be applied. They would love to hear from the owners as well about their ideas. **Commissioner Pederson** said to piggyback off that comment, we have it capped at three, but to give private property owners more time. He would not mind bumping that a little bit. **PZD Miller** said they initially identified three areas as potential truck alleys. **Commissioner Pederson** asked if he read it wrong because he thought they were talking about the number of trucks per site. **PZD Miller** said no. **Commissioner Pederson** apologized because he thought the food truck alleys were limited to three trucks. **PZD Miller** said they identified three sites for food truck malls. **SP VanAllen** added that it was only for temporary use and that would be a full-time venture that they would be contemplating. **Mayor Reisman** wanted to know about the ones that would be grandfathered. Will they still need to meet with the principal owner to get the letter? **SP VanAllen** replied that they already have that because they are on record as having a letter of location compliance. It is just the new buffer rule that would make them non-compliant. **Mayor Reisman** wanted to know if they are all aware of the potential changes when it comes to water, electric ,and things like that. **SP VanAllen** replied yes. They would reach out to them because we have them identified. We would work with them directly to make sure that was not an issue. **CA Watson** commented as far as the amended motion to address the grandfathering of these seven businesses. They could make a condition for the seven businesses who have existing letters on file with the city, so that there are ways to clearly identify who those vendors are to avoid confusion. **Mayor Reisman** said at this point, we are going to open it up for public comments.

Simeon Fountain, owner and operator of IQ225 Barbecue, located off Main Street, said he wanted to talk about the word perception. Over eighteen years in a senior leadership role in healthcare, that was one of the hardest lessons he had to learn as a leader. He had to learn how to own someone's perception of him, even if it was wrong, but he had to own it in order to fix it. He wanted to go over some of the perceptions he has thus far. First, somehow, because he is the owner and operator of a mobile restaurant, he is perceived as being beneath those who are in a brick and mortar. He would submit that he lives in the community where my mobile restaurant does business. He bought his generator from a local business. They actually built it for him and it is an amazing generator. He buys his gas from local gas stations, and he buys all his meat from a local grocery, so he knows he is providing the best quality meat. His business pays taxes to the City of Leesburg. He owns a home that pays taxes to the City of Leesburg. He and his family have been and will continue to be contributing members of the community. They have been advocating for Leesburg PD since 2010. Sergeant Daniels, who has retired, could definitely attest to that. We have partnered with another mobile restaurant, Charles Zui, and they fed local fire departments out of their pocket just to show them, thanks. They have also done the same for special needs groups. He and his wife are parents of two special-needs children, so that is near and dear to their hearts. Even the esteemed mayor helped quarterback logistically their efforts to feed over eighty homes after Hurricane Milton left parts of Leesburg without power for over five days. None of these affirmations will be seen on any social media page or site because those were not a look at me type of situation. Rather, the community called out for help and they answered that call. He has been hearing things about some people not liking feather flags, but they need to draw customers' attention somehow to let them know that we are open. They are not brick and mortar, but still, we are not less than brick and mortar. Suffice to say, whether we are brick and mortar or mobile, we are all restaurant tourists. He was sure there were some brick-and-mortar restaurant tourists in the room, as well as some mobile restaurant tourists in this room. There should not be a line dividing them or defining them as to who they are.

Colon Robles of 13048 Armenia Road, said he was the owner of the Super Taco Truck. He and his wife own it, and they own the small plaza it sits on. When talking about being self-sufficient, why can't they use the power directly from their own businesses? He has two suites in his plaza that he pays for the electic on. He pays the city all the fees. He was not opposed to an extra tax being imposed on his electric, because he is feeding his food truck. If they have a food truck on their property, they may have to pay $50 extra per month. However, there is pollution that comes from generators running all the time. They are running them because there is extra work and expenses to run a food truck. They have at least twenty to twenty-five gallon gas cans in their store to run the generator all the time. He pays the electric and taxes for his home, and he owns the plaza. He paid his property taxes of about $10,000 five to six months ago for his business. Somehow, they are being targeted, and they are just trying to make their business better. Right now, he is in the middle of a nightmare over changing the roof. There are a lot of things in that. He gets rid of things that were addressed, like his boat he sold it. He also has a camper that he is selling. He takes care of everything that the city requires, and he does have big plans. He wants to carpet the plaza and do a lot of things there to make it look good. However, he wants some support on the city's behalf because they are trying to grow and make things better.

Michael Conover, owner of the Steak Shack Bistro and Catering. Their home base is at the Dirty South Saloon, right across from Gator Harley. A lot of people know the spot. He was going to touch on everything. He wanted to start with the whole two-hour rule. With Steak Shack Bistro and Catering, he was not sure if everyone was aware of catering, but if you were to cater a wedding, it takes at least two hours just to set up. We as mobile vendors have our health management certificate. We know how to handle food. We have refrigeration and all the components to do what restaurants should be doing. We should be given the appropriate time to serve how we want to serve. They know what they are because they have gotten this far. Food trucks have evolved. They are not roach coasters anymore. They know what they are doing. They have industrial equipment in the trucks. They do not have little skillets. Food trucks are not what they used to be. With the potential food deserts and the grayed-off areas where the city obviously does not want them. They are there because of business, right? People who open businesses downtown go there because it is thriving. That goes for all businesses, because no one wants to open a business where it is not thriving. Why would they open up somewhere where they are not going to sell their food or products? That makes no sense. The city is going to kill them right there. Another thing with food truck alley: Why would they want to sell right next to another food truck? They are all separated right now. Do they see another food truck within two hundred feet of another food truck? No. They see restaurants next to restaurants but nothing gets said about that. When it comes to the customer base, people who go to the food trucks do not want to sit down to eat, yet they are getting a home-cooked meal. There is a total difference between food trucks and restaurants. If a restaurant is mad that a food truck is next to them selling, that restaurant needs to re-evaluate their business. If a food truck scares them, that is their problem, not ours. **Commissioner Burry** wanted to know about the two hours? **Mayor Reisman** said that would be for an event or a party at their house. **Commissioner Pederson** stated that needs to be amended.

Eric Reese, owner and proprietor of Miss Tommie Lee's Soul Food & BBQ. He came to the meeting even though he was not really in the area. When they adopted the laws earlier this year, they made him leave the area. He was set up at Brooker's Bait & Tackle, and he was there for two years. He had a great clientele and everything. He left when he was told that he could not have the signs, chairs and tents out. His clients like to come to his food truck because he has soul food and barbecue. They want to sit down and eat, pick their teeth a little bit, talk and run their mouths. That really got to him, so, he wanted to go where he could keep his people happy. So, he went to Fruitland Park. He is at Seven Star, and he is out there every weekend and every weekend he has the same clientele. So, it did not really bother him, but he came down here because this was his family, and they were all together. We all came up from dirt and most of them did not have silver spoons. He wanted to be honest, he sold drugs when he was a young man, but he turned his life around. He got everything right, so now he can sleep at night because he has got himself a business. The Lord blessed him and the rest of his friends have been blessed. All he wants is a fair share of doing the same thing that everyone else has been doing their whole while. He wants to make a living and love everybody.

Constance Brown of 7230 Plantain Drive, Orlando, said she was the wife of Pastor Alonzo C. Brown, of Zion Hope Missionary Baptist Church. They were in Carver Heights, but she wanted to know when they talked about food trucks. They are getting ready to bring a bus in to serve vegetables. Is that going to be allowed because when she called, she was told that they did not require a permit for that, but after listening to all these rules that would be considered a food truck as well, correct? **PZD Miller** answered no, because that is a service of their church to the community. **Ms. Brown** wanted to make sure that it did not matter where they parked it on their property. **PZD Miller** wanted to confirm that they were taking it to the church. **Ms. Brown** replied yes. It will be at the church on McCormack Street. **PZD Miller** stated that it was not a food truck. **Ms. Brown** wanted to verify that she did not have to follow these rules. **Commissioner Burry** asked if she was just serving vegetables, or was she cooking anything to serve. **Ms. Brown** said now, it is all fresh vegetables. It is more like a farmers' market on wheels. She wanted to verify that she was good. **PZD Miller** replied yes. **Commissioner Burry** said what she wanted to do was not the same thing. **Ms. Brown** said she called code, and they told her it was not required, but when she saw this, she wanted to make sure before getting started.

Mayor Reisman closed public comments and said the last thing they needed to do was amend the window from two hours because it could take two hours just to set up. **Commissioner Pederson** stated he could go up to twenty-four hours. **Mayor Reisman** pointed out that it could also be a private residential home. **Commissioner Pederson** then said he did not want to hinder the food trucks, but how much time do they need? **From the audience, a gentleman** said they needed four hours and someone else said the city was making this unbearable. **Commissioner Pederson** said it sounded like six hours would make them happy.

Commissioner Burry made a motion to amend the ordinance from two hours to six hours, and that they grandfather in the seven businesses that would have the two-hundred-foot buffer conflict who are identified based on the letter of approval that currently exists on file with the city, and Commissioner Pederson seconded the motion.

Mayor Reisman asked if there was any further discussion. There was none.

The roll call vote was:

Commissioner Pederson	Yes
Commissioner Berry	Yes
Commissioner Burry	Yes
Mayor Reisman	Yes

Four yeas, no nays, the Commission approved the amendment to the motion.

Mayor Reisman said they now needed to vote on the original motion as amended. He asked if there were any further comments on that. There were none.

The roll call vote was:

Commissioner Berry	Yes
Commissioner Burry	Yes
Commissioner Pederson	Yes
Mayor Reisman	Yes

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

2. An Ordinance of the City of Leesburg, Florida pursuant to Section 196.1978(3)(o), Florida Statutes, electing to not exempt property under Section 196.1978(3)(d)1.a., Florida Statutes, commonly known as the "Live Local Act Property Tax Exemption" for certain multifamily rental units; providing for findings; providing for opt-out; providing for applicability; providing for advertising and notice to the Property Appraiser; providing for no Waiver of Rights; providing for an effective date and expiration; providing for severability and conflicts; and providing for an effective date.

ADOPTED ORDINANCE 25-46

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

Commissioner Pederson made a motion to adopt the ordinance and Commissioner Burry seconded the motion.

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

The roll call vote was:

Commissioner Burry	Yes
Commissioner Pederson	Yes

Commissioner Berry Yes
Mayor Reisman Yes

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

3. An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 91.07 +/- acres; and being generally located south of CR 48 and east of Number Two Road, lying in Sections 17 & 20, Township 20 South, Range 25 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. (Lake Margaretta ANNX)

ADOPTED ORDINANCE 25-42

Commissioner Pederson introduced ordinances 6.A.3, 6.A.4, and 6.A.5 to be read by title only. CC Purvis read the ordinances by title only.

Commissioner Pederson made a motion to adopt the ordinance and Commissioner Burry seconded the motion.

Mayor Reisman requested comments from the Commission and the audience.

PZD Miller said this project was the Lake Margaretta Estates. It includes an annexation, large-scale comprehensive plan, and rezoning. The overall proposal is for a land area of one hundred and ninety-six plus or minus acres. It was generally located south of CR 48 and east of Number Two Road. The western border of this property lies along Number Two Road and is adjacent to the Eagle Tail Landing Project, which is underway for phases one and two just across the street, and it is also within the city limits. Approximately one hundred and three of the one hundred and ninety-six acres of the subject property are already within the city limits. The one-hundred and three-acre area has two city zoning districts: agricultural and estate density residential. That one-hundred and three acres also has a future land use of the city estate, and because part of the land already lies within the city limits, the comprehensive plan amendment for this property is for the remaining ninety plus or minus acres and the zoning is for the entire one hundred and ninety acres. We have the legal descriptions worked out on that. The comprehensive plan amendment for the property is for the remaining ninety acres and that request would go from Lake County's future land use of rural transition and rural to city estate. The zoning for the entire project would go from Lake County agriculture to City of Leesburg (RE-1) estate density residential and City of Leesburg agriculture to City of Leesburg PUD. The request is for a future development of five hundred and eighty-six detached single-family units. We sent this project to all city departments and Lake County. The city had no comments on it, and it indicates that capacity is available for water, wastewater, gas, etc., for the infrastructure needed to support it. The school board noted that the project would be subject to a school concurrency review, which indicates that there would be a future school board mitigation agreement needed. The Lake County Public Works received and reviewed it, and they had numerous comments regarding and including, a possible traffic light, turn lanes, the need for additional right of way, and maintaining some existing easements, adding sidewalks, drainage, and storm water improvements. That is pretty standard for this type of development. Under the PUD requirements, the proposal consists of a total of five hundred and eighty-six detached single-family homes. There is a two-floor maximum height. This will be a platted subdivision, so individual units will be sold. There will be no other uses permitted in this proposal. The lots will come in three different sizes: fifty, sixty, and seventy-foot widths. Of those lots, approximately three hundred and sixteen or fifty-five percent would be fifty-foot lots with a minimum house size of seventeen hundred square feet. Approximately one hundred and fifty-five units, or about twenty-five percent of those lots, would be sixty-foot lots and there would be an eighteen-hundred square-foot house minimum. The remainder of one hundred and fifteen units, or twenty percent, would be seventy-foot lots with a minimum of nineteen hundred square-foot houses. There is a minimum of two off-street parking spaces for each unit in the development. There are design and architectural standards that apply as they do in all of our PUDs. There is a list within the PUD of architectural features and the developers are required to select five of those features for each home. There is a thirty-five percent requirement for open space and that was exceeded in this request. All our PUDs require dark sky lighting and there is significant buffering to adjacent properties provided in the PUD, including a twenty-five-foot buffer tract around the entire property. The landscape buffers around the property are not part of the lots so they are separate and must be maintained by the HOA. Bahia or Bermuda grass is allowed in place of St. Augustine as we are constantly trying to get rid of St. Augustine as it uses a lot of water. Two trees are required on each lot. There is signage at the entryway, and the entryway would be a boulevard entryway featuring a concrete brick or stucco wall on each side or a sign in the middle of the boulevard landscape feature. There are 2.7 acres of recreational use area required, which includes a swimming pool, cabana, on-site parking, children's playground, gazebos, dog parks, and trails. The retention areas, some of which may normally be dry, could be used as fields for play areas and the recreation amenities must be constructed by the time at least fifty percent of the residential units are completed. In addition, this entire development has to be on city water and wastewater. There will be no wells or septic fields allowed and, of course, the standard phasing clause requires the development to move forward with substantial commencement within four years or the property automatically reverts to the RE-1 zoning requirement, which is one acre per unit.

He wanted to bring to the commission's attention that, during discussions with staff, the developer wanted to make some requests about the PUD, which they found to be perfectly fine. Unfortunately, he added the wrong copy to the packet, but they are very minor, and he would like to go over those. Under the acreage in the PUD, it says one hundred and ninety-six point zero seven and the developer has said it was one hundred and ninety-five point six acres, but that is covered by the plus or minus. However, in an effort to be accurate, they agreed to make that change. Under the lot size minimums there was a request for five hundred and eighty-six units. They are in different lot sizes of fifty, sixty and seventy square feet. In the PUD, it currently says they need three hundred and sixteen as a minimum on fifty-foot lots, one hundred and fifty-five as a minimum on sixty-foot lots and one hundred and fifteen on seventy-foot lots. That is the standard language in all the PUDs, but what they have found is there are times when there are engineering issues or problems on the land when they get out there and do soil samples and engineering work and that can potentially cause the PUD to come up short of a minimum number. If we say they need a minimum of two hundred lots of a specific size, and they cannot make that two-hundred-foot minimum, we decide that if we leave it with those numbers, but throw in the percentages the fifty-five percent equals three hundred and sixteen lots, twenty-five percent equals one hundred and fifty-five lots, so it allows some shifting if there are any problems with the engineering. Then, at the end of the project, they are still consistent with the PUD. The total number of units does not change, and the density does not change. They would not find them out of compliance. They would like the commission to consider that. It is just saying they have to do fifty-five percent of this size, twenty-five percent of that size. That is all it is. That is the only difference. It does not impact the density or the total lot number, so they would like to do that. Under item 6E, open space, there is amended language for the fencing requirement to allow fencing as shown in the master development plan. What the current requirement says is fencing all the way around the PUD. What they began doing some time ago is not require the fencing when it is near a wetland area. They do not need a fence if they have a wetland because nothing comes across that. So, they would like to do that. Under site access and signage, which is under item 7D, they would like to revise the wording to allow a sign within the landscape areas within the boulevard entrance. The wording right now says when you come to the boulevard entrance there will be a five-foot sign on each side of the road. They asked to do one sign in the middle of the boulevard landscaped area and that is not a problem from the city staff perspective. They can do either or both. It does not really make any difference. Under 13B, they asked for one large recreation area instead of two smaller ones. They could break it up into two smaller recreational areas if they wanted to, and city staff did not have a problem with that. We previously agreed to all those changes, but for some reason, he did not load the correct document into the packet. So, if approved, staff respectfully request that the motion include those changes. There are a number of folks here and Mike Rankin was present to speak about this case.

Commissioner Burry wanted to ensure that there would be no access to Number Two Road. **PZD Miller** agreed. There is emergency access, but that is it. **Commissioner Burry** said there is county along that border, but do they still have to do road improvements to Number Two Road? **PZD Miller** said if it is annexed, they would have to make improvements along Number Two Road. It would be anything adjacent to Number Two Road. **Commissioner Burry** wanted to confirm that traffic would not be going on to Number Two Road. **PZD Miller** agreed. **Commissioner Pederson** questioned when he said improve. Was he referring to ingress/egress turn lanes or do they have to widen the road? **PZD Miller** said if they went out there now, they would see some major improvements that have been made to Number Two Road. You would go east on CR 48 and then turn right. They are talking about something similar to that because it used to be that Number Two Road bumped right into CR 48, and it is very small and insufficient. Eagle Tail Landing expanded and added turn lanes and that would continue back. Also, Lake County controls that because all of our PUDs are written to support Lake County. **Commissioner Pederson** remarked that he has said this on numerous developments, but if he lived next to this development, he would rather have a landscape buffer than a fence. However, he was open to making compromises because he was worried about the fences not looking good five to ten years down the road. Whereas the landscape buffer will get better and better, but that is up to the developer and nearby residents. **PZD Miller** stated there was language in many of the PUDs that allows the developer options if they have a better solution and city staff can work that out. For example, if there is a requirement for a six-foot fence, but they come in with a four-foot split rail, that might be considered much more attractive or if there is a large buffer that is undisturbed, we can work with them. **Commissioner Pederson** said he was just trying to give flexibility to the adjoining property owners because we have had a few people come here that wanted landscape buffers on different developments versus fencing. **Mayor Reisman** wanted to know if the current PUDs require the ponds to have an aerator and/or fountain. **PZD Miller** responded that he was unsure, but that was one of the changes that were requested by the commission, and the staff really liked that, along with the thirty-five percent open space and dark sky lighting, so he would make sure that it was in there.

Mike Rankin of Land Planning Group, 2050 Classic Lane, Tavares, said Commissioner Burry stole his only comment because there would be no ingress/egress on to Number Two Road. We agree with the stipulations that the planning and zoning director has written into the PUD, and he would yield his time to Tom Daly, who will walk through the project quickly.

Tom Daly of Daly Design Group, 913 North Pennsylvania Avenue, Winter Park, said he was there on behalf of the applicant. Referring to some slides, the items in the picture to the left are the current conditions. The northern seventy-three acres are currently not within the city, but a major portion of the project is already within the city. About fifty-three percent of the property is already within the city, and it includes the future land use that they have requested. The key to including that northern piece is that right now the only access to this property is Number Two Road. By incorporating that northern piece, that gives us the ability to have access only to the north side. The other two pieces we are annexing are two smaller pieces that were not annexed in the past. We have roughly five hundred and eighty-six single-family homes; no multifamily, no town homes. They are all detached single-family homes. They asked for a PUD, which controls everything in architecture.

He showed the conceptual plan, and it showed the main road coming in off CR 48. It will come back and serve all the way down to the middle and southern portion of the property. The exhibit simply shows the darker shaded areas that are already in the city. The orange and the yellow areas are what they are requesting to be annexed. He then showed the master plan overlay. The access to Number Two Road is emergency only. There are some folks that utilize that, and they are working with them to come up with a gate. They will put an emergency gate in, and they will give the residents that currently use that road the clickers or whatever mechanism they decide to use. That way, our residents cannot go in and out, but the folks that live there now where they are wrapping around can either use their road in the development because it is a public road development, or they can use Gospel Hill. They are not changing the character of how they ingress/egress their property. He showed some examples of home styles. There are three different home lot types that are proposed. The smaller is fifty feet wide with five-foot setbacks on either side. There are provisions in the PUD for drainage with gutters and other things, but these are examples of the homes that they are intending to develop. There will most likely be more than one builder. In these larger developments, they will see two builders that make different products, which makes it less of a cookie-cutter development because there will be different styles coming in. There will be a mixture of one-story and two-story homes.

With regard to the updates, revisions and clarifications in the development agreement. They are in agreement with everything that was pointed out. They talked with the planning and zoning director about the sixty-foot lot product. They also asked for a five-foot side yard setback instead of the seven-and-a-half. The seven-and-a-half side yard setback would be for the seventy-foot lots. The reason they asked for that is that builders have a forty-foot pad, they have a fifty-foot pad and a sixty-foot pad. The sixty-foot lots with seven and a half minus fifteen on both sides basically makes the product that would be on a fifty-foot lot be on the sixty-foot lot. It would be the same pad width. If they are able to have the five-foot setbacks on the sixty-foot, that would give them the ability to add another housing type. It is just the way that they set up their building program. In addition to everything that was said, they are in agreement, and they are happy that it was brought forward. If the commission can consider having the sixty-foot lot in the development agreement, there is a list of setbacks and square footage. The only thing that they would want on the sixty-foot lots is that they are able to do a five-foot setback with the provision of gutters and various things due to drainage. **Commissioner Pederson** wanted to know what the setbacks were on the fifty-foot lots. He assumed they were five and five. **Mr. Daly** agreed. They are five and when they get to the bigger lots, they are seven and a half. They have been working with staff on this and everything that has been brought forward they agree to.

Mayor Reisman asked if there were any questions for the developer. **Commissioner Burry** asked about the folks in the rural area in the middle were there any complaints because there was no information on that. **Mr. Daly** said they held a community meeting and some folks were less comfortable than others, but the folks in the middle, one of them was there, and they were in support. **Mayor Reisman** asked if there were any further commission comments. There were none. He asked for public comments.

Sandy Russ of 6813 Lake View Drive, Yalaha, said she lives in the area bounded by CR 48 and Number Two Road. At this time, there are approximately two thousand homes and another two thousand, six-hundred and thirty-six homes in developments which have started construction in Howey and Leesburg and the proposed Lake Margaretta development. They can see this will more than double the number of houses in this area, which will increase the population and the traffic. The Lake Margaretta traffic impact analysis used the historical growth rate of two percent for calculations of the number of new developments in this area; commercial and residential developments on US 27, using only the historical growth factor, did not seem reasonable to her. The FDOT project development and environment manual for traffic analysis states that in areas that are experiencing substantial growth, construction of parallel facilities and changes in land use should consider growth rates based on population and employment growth. She found similar recommendations for this type of calculation in other FDOT manuals for areas that are experiencing population growth. She could not find in the traffic analysis report where developments such as Eagle Tail or Lake Hills were listed or shown on the maps, which would indicate that the traffic from these developments had been included in the calculations. The analysis report states that there will be a significant impact on CR 48 from US 27 to Lime Avenue and the intersection at US 27 and CR 48 will be exasperated slightly by background growth and development trips. The intersection of US 27 and CR 48 has already experienced significant issues due to the high volume of traffic. It would be prudent to consider that drivers will opt to bypass the traffic congestion on CR 48 by using Number Two Road as a shortcut. This is another recipe for disaster. The biological and environmental survey identified fernery and citrus production operations from 1941 to 1957. Based on the chemicals used for these operations during that time period, there is a high potential for arsenic contamination in the ground. She did not find any discussion in the report regarding sampling for arsenic, even though there have been confirmations of arsenic most likely above human health standards within a two-mile radius of Lake Margaretta for land that was used for citrus and fernery operations in the past. As a resident of this area, she was concerned about the impact this development would have from a safety and health perspective. Please do not approve this development. **Mayor Reisman** asked if there were any other public comments. There were none. He asked if the developer had any rebuttal. **Mr. Daly** replied no.

The roll call vote was:

Commissioner Pederson	Yes
Commissioner Berry	Yes
Commissioner Burry	Yes
Mayor Reisman	Yes

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

4. 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 91.07 +/- acres; and being generally located south of CR 48 and east of Number Two Road, lying in Sections 17 & 20, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Lake Margaretta LSCP)

ADOPTED ORDINANCE 25-43

Commissioner Pederson made a motion to adopt the ordinance and Commissioner Burry seconded the motion.

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

The roll call vote was:

Commissioner Berry	Yes
Commissioner Burry	Yes
Commissioner Pederson	Yes

Mayor Reisman	Yes

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

5. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 196.07 +/- acres from Lake County A (Agriculture), City RE-1 (Estate Density Residential) and City A (Agriculture) to City of Leesburg PUD (Planned Unit Development) to allow for 586 detached single-family residences, for a property generally located south of CR 48 and east of Number Two Road, lying in Sections 17 & 20, Township 20 South, Range 25 East, Lake County, Florida; and providing an effective date. (Lake Margaretta PUD)**

ADOPTED ORDINANCE 25-44

Commissioner Pederson made a motion to adopt the ordinance and Commissioner Burry seconded the motion.

Mayor Reisman requested comments from the Commission and the audience.

CA Watson pointed out that this should include the amendment. **Mayor Reisman** agreed. **CA Watson** said he wanted to clarify that this was the item that they recommended an amendment on. **PZD Miller** said the applicant had requested minor word changes and the gutters. He forgot to mention that one, but they had previously talked about that, and it was supposed to be there. In that case, they would just add the gutter requirement for the sixty-foot lots.

Commissioner Pederson made a motion to amend the ordinance to include the recommendations made by the planning and zoning director, and Commissioner Burry seconded the motion.

Mayor Reisman asked if there were any other comments by the commission or the audience. There were none.

The roll call vote was:

Commissioner Burry	Yes
Commissioner Pederson	Yes
Commissioner Berry	Yes
Mayor Reisman	Yes

Four yeas, no nays, the Commission approved the amendment to the ordinance.

Mayor Reisman asked if there were any further comments on the amended ordinance. There were none.

The roll call vote as amended was:

Commissioner Pederson	Yes
Commissioner Berry	Yes
Commissioner Burry	Yes
Mayor Reisman	Yes

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

6. **An Ordinance of the City of Leesburg, Florida, Amending Section 13, "Motor Vehicles and Traffic," of the Code of Ordinances by amending Section 13-5 to Adopt the Maximum Rates for Towing and Storage of Vehicles as Set Forth in Florida Administrative Code Rule 15B-9.010; providing for conflicts, severability, codification; and an effective date.**

ADOPTED ORDINANCE 25-47

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

Commissioner Pederson made a motion to adopt the ordinance and Commissioner Burry seconded the motion.

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

The roll call vote was:

Commissioner Berry	Yes
Commissioner Burry	Yes
Commissioner Pederson	Yes
Mayor Reisman	Yes

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

B. FIRST READING OF ORDINANCES:

1. **An Ordinance of the City of Leesburg, Florida, adding a PDO (Planned Development Overlay), with a waiver from Section 25-282 (a) (1) PDO five-acre minimum, to the existing C-3 (Highway Commercial) zoning, on approximately 0.48 +/- acres to allow for a duplex use for properties generally located west of Vista Avenue and north of U.S. Highway 441, lying in Section 23, Township 19 South, Range 25 East, Lake County, Florida; and providing an effective date. (Vista Avenue PDO)**

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

Mayor Reisman requested comments from the Commission and the audience.

PZD Miller stated this PDO would be for two duplexes on two separate lots located on Vista Avenue. A PDO is a requirement for building duplexes there. There are duplexes already in that area and they are mixed with commercial and residential. City staff feel that this is appropriate. **Mayor Reisman** asked if there were any comments by the applicant. There were none. He asked if there were any commission comments. There were none. He stated this item would lay over until the August 25th meeting.

C. NON-ROUTINE ITEMS:

1. City Manager Evaluation

CM Minner said the first meeting of August marks the annual city manager evaluation. He received all five commissioner evaluations. He would say they were extremely good except for one that was extremely poor, and the evaluations have been made part of the public record. The summary of the evaluations was put together by the HR department, and it was handed out to the commission and disseminated this afternoon, and that is also part of the public record. The overall summary included the city manager's self-evaluation. They were all presented, and that put the city manager in an above-satisfactory category overall, which makes the city manager eligible for the annual pay increase that all general employees of the city will receive. He spoke with four of the five commissioners about the evaluations, and he appreciated the remarks. He was open to any feedback that they had.

Commissioner Pederson said the city manager continues to do a great job, and he was impressed with all the reviews. The city residents came here about a year ago singing praises about the city manager. He does not want to lose Al Minner to another community, so he would make a motion to add another five percent raise above what they are giving the rest of the employees. In the corporate world, if someone had a review like this, there would be bonuses. In fact, in the corporate world, they do not give out standard raises across the board, they do not get the same pay raises. It is all tiered, based on performance and Al Minner had an outstanding performance.

Commissioner Pederson made a motion to increase the city manager's pay effective October 1st by another five percent on top of the five percent going to the rest of the employees, and Commissioner Burry seconded the motion.

Mayor Reisman said there was a motion on the floor for the current five percent and an additional five percent starting October 1st for the city manager, and we have a second. Is there any further discussion? He then said the city manager had done a phenomenal job. He knows they had a little rough patch in the very beginning, but their relationship is the best it has ever been, and he enjoys working with him. They know how each other works, and he truly thinks the city manager has the best interest in the city. However, when we say five percent, he was not disputing his pay, but five percent is a large amount when it comes to his pay. It is like $12,000, so to add another five percent, that would be an additional $12,000. **Commissioner Pederson** said he appreciated the clarification. However, he has said it before. He wants to put the city manager in a situation where it is harder for him to leave this city. He has been here a long time, and he wanted to protect the city from the possibility of him leaving. He was trying to make it harder. Yes, he respects those comments because it is a big increase, but people at his level, the market is going up. **Commissioner Berry** asked the city manager if he was leaving or if he was trying to leave. **Commissioner Pederson** said he was not trying to imply that. He was just trying to keep that from happening. **Commissioner Berry** stated she was trying to be clear about what was being talked about. Is there something she is not aware of? **Commissioner Pederson** added that with someone in this position, he would be naive to not think that he had been approached or would be approached in the future. He was not trying to stir up any trouble at all. **Commissioner Berry** indicated that she was asking a question, and she wanted to know if he was leaving. **CM Minner** responded that since she asked a direct question, he would be evasive in his answer. Providing additional money will not be the deciding factor in getting him to stay or go. He has enjoyed all the relationships with the city. If he were to leave, it would be an extremely hard decision. If he were to leave, it would be something that he would see as something professional, and it would be the next advancement. However, at this stage in his career with the tenure that he has here, opportunities to leave under his term are extremely limited. He appreciated Commissioner Pederson's motion, but in all honesty, the only way he could reasonably answer that question in this forum is to say that additional money from Leesburg will not make or break where he is because he appreciates this community. He appreciates what the commission has done for him, and he appreciates being here. So, being in Leesburg at this stage is not about money. **Commissioner Berry** thanked him for his honesty. She really appreciated it.

Mayor Reisman indicated that there was a motion and a second on the floor. He asked if there was any further discussion? There were none.

The roll call vote was:

Commissioner Burry	Yes
Commissioner Pederson	Yes
Commissioner Berry	No
Mayor Reisman	No

Two yeas, two nays, the motion failed.

CM Minner wanted to verify that this still left him with the five percent increase. **Commissioner Berry** said yes. **CM Minner** thanked her for that clarification.

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:

CA Watson said the Susan Street access parcel is set to close this week. It looks like everything is in line, so they will close on that parcel. He received the title report today and everything looked clear. He brought the closing documents with him, and they were left with the city clerk to hold on to until they receive the survey back. Assuming the survey comes back without any major problems, it should be wrapped up by the end of the week.

9. CITY MANAGER ITEMS:

CM Minner said he appreciated the feedback that was provided on the city manager's evaluation. He wanted to let the commission know that he would be out of town from Thursday through Monday for a quick trip to Maine to see family. He would be back in the region on Tuesday, but he would be out moving his daughter to Gainesville for school. He will be back in the office on Wednesday. The deputy city manager will be in charge while he is away. Again, thank you for the kind remarks and support.

10. ROLL CALL:

Commissioner Pederson had no comment.

Commissioner Berry said she would still like the commission to consider updating the Carver Heights Montclair redevelopment plan. The last time that plan was completed was in 2015. It is important to reflect the current community needs and priorities. At the June 23rd CRA meeting she mentioned this, and she wanted to bring it back to the commission so they could keep it in the back of their heads. The housing demands have changed, there has been a shift in their business activity and updating the plan ensures alignment with community input, stakeholder feedback and new challenges. **Commissioner Pederson** said he was not going to push back on it if it was that important, but during the budget, they talked about this and his only point was that, for that kind of money, we could do more home grants. **Commissioner Berry** said it was $100,000 plus. **Commissioner Pederson** said it was about $150,000, and at that price point we could address six more houses. So, he did not see the value in it. He would rather put that money into the homes. **Commissioner Berry** said she thought it was important to keep moving forward and stay within because demographics have changed in the district area. The last update was 2015 and if they read it, they are not inline, so they need more direction. **Commissioner Pederson** said he was just trying to help with the home grants because he knew how important those were to her. He was trying to do the math, but he could not see $150,000 being worth of value. However, if it was that important, he would not push back on it. **Mayor Reisman** agreed if it was important to Commissioner Berry, it was something they should look into.

Commissioner Burry had no comment tonight.

Mayor Reisman stated that he and Commissioner Berry will be attending the League of Cities Conference this weekend. He was looking forward to attending that with her.

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 Pederson and a second by Commissioner Burry, the meeting adjourned at 8:08 p.m.