

AGENDA
CITY COMMISSION MEETING
CITY HALL, 501 W MEADOW STREET
MONDAY, SEPTEMBER 8, 2025 5:30 PM

1. CALL TO ORDER

INVOCATION

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

2. PROCLAMATIONS:

3. PRESENTATIONS:

**A. Certificates of Recognition to members of the New Age Runners:
Janyla Davis, David Dawson, Mattie Orr, Khalib Kizer, Lyric Robertson, Reagan Bullard**

B. Employee Service Award Recognitions:

Five Years: Alyssa Isaacson, Customer Service

Ten Years: Lisa Earl, Finance; Kimberly Miller-Bryant, Police; and Debra Vines, Customer Service

Twenty-Five Years: Corey Goepfert, Gas; and David Wilson, Information Technology

4. PUBLIC COMMENTS:

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

5. CONSENT AGENDA:

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

A. CITY COMMISSION MEETING MINUTES:

- 1. FY 26 Budget Workshop #1 held July 7, 2025**
- 2. FY 26 Budget Workshop #2 held July 10, 2025**
- 3. FY 26 Budget Workshop #3 held July 15, 2025**
- 4. Utility Impact Fees Workshop #1 held August 11, 2025**
- 5. Utility Impact Fees Workshop #2 held August 25, 2025**
- 6. Regular meeting held August 25, 2025**

B. PURCHASING ITEMS:

- 1. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to amend an existing contract with HALFF ASSOCIATES, INC.; and providing an effective date.**
- 2. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to amend an existing Construction Manager at Risk (CMaR) contract with WHARTON-SMITH, INC.; and providing an effective date.**
- 3. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to amend an existing contract with DEWBERRY ENGINEERS, INC. d/b/a Dewberry Hydro; and providing an effective date.**
- 4. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to amend an existing contract with OCI ASSOCIATES, LLC d/b/a CMTA; and providing an effective date.**
- 5. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to execute a Task Order with HALFF ASSOCIATES, INC.; for design and engineering services to redesign the water main within the stock subdivision; and provide an effective date.**
- 6. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to amend an existing contract with**

JONES EDMUNDS & ASSOCIATES, INC.; and providing an effective date.

- 7. Purchase request to remove and replace the roof of the Leesburg Police Department headquarters. The existing roof has significantly deteriorated due to age and prolonged exposure to the elements. The proposed roof replacement services will be procured through The Garland Company, Inc.**
- 8. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Mayor and City Clerk to amend an existing audit service contract with Forvis Mazars, LLP; and providing an effective date.**
- 9. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute a Professional Services – Real Estate Broker Services Agreement with the three top-ranked firms: The Urban Group, NAI Realvest, and Realty Capital Advisors; and providing an effective date.**

C. RESOLUTIONS:

- 1. Resolution of the City Commission of the City of Leesburg, Florida, accepting a Permanent Utility Easement to the City of Leesburg from School Board of Lake County, for the purpose of granting the City a Permanent Easement over the property described therein; and providing an effective date.**
- 2. Resolution of the City Commission of the City of Leesburg, Florida, promulgating a standard fee schedule for various services rendered at Leesburg International Airport; setting forth findings; repealing any prior fee schedules or resolutions promulgating fees for the Airport; providing a savings clause; and providing an effective date.**
- 3. Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute an Electric Service Agreement between the City of Leesburg and Morningside LLC., regarding electric service to a development known as Morningside at Silver Lake, and providing an effective date.**
- 4. Resolution of the City Commission of the City of Leesburg, Florida, authorizing the Leesburg Police Department to apply for and, if awarded, accept an Edward Byrne FY 2024 (2025) Countywide Solicitation Grant from the U.S. Department of Justice (JAG) in the amount of \$10,270.00 to defray costs associated with the purchase of department equipment; and providing an effective date.**

5. **Resolution of the City Commission of the City of Leesburg, Florida authorizing the Mayor and City Clerk to execute grant agreement 3-12-0042-034-2025 between the City of Leesburg and the Federal Aviation Administration (FAA) for the purpose of obtaining funding for the Leesburg International Airport Taxiway Reconstruction of A1, A3, Delta, and A2 Relocation Construction and construction administration services; and providing an effective date.**

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 Chapter 17, Pensions and Retirement, Article IV, Police Officers' Retirement Fund, of the Code of Ordinances of the City of Leesburg, by amending Section 6, Benefit Amounts and Eligibility, and Section 28, Deferred Retirement Option Plan; providing for codification; providing for severability of provisions; repealing all Ordinances in conflict herewith and; providing an effective date.**
2. **An Ordinance of the City of Leesburg, Florida amending Chapter 17, Pensions and Retirement, Article III, Municipal Firefighters Pension, of the Code of Ordinances of the City of Leesburg, by amending Section 1.1, Definitions; Section 1.3, Participants Contribution Account; Section 2.2, Normal Retirement and Retirement Income; providing for inclusion in the City's Code of Ordinances; providing for severability; repealing all Ordinances in conflict herewith; and providing for an effective date.**

B. FIRST READING OF ORDINANCES:

1. **An Ordinance of the City of Leesburg, Florida, annexing certain real property consisting of approximately 7.53 +/- acres; and being generally located west of U.S. Highway 27 and south of Florida Turnpike, lying in Section 18, Township 21 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. (ANNX Royal Highland)**

2. **An Ordinance amending the Future Land Use Map of the Comprehensive Plan of the City of Leesburg, changing the Future Land Use Map Designation of certain property containing 7.53 +/- acres from Lake County Urban Low Density to City of Leesburg Low Density Residential, for a property generally located west of U.S. Highway 27 and south of Florida Turnpike, lying in Section 18, Township 21 South, Range 25 East, Lake County, Florida; and providing an effective date. (SSCP Royal Highland)**
3. **An Ordinance of the City of Leesburg, Florida, changing the zoning on approximately 7.53 +/- acres from Lake County PUD (Planned Unit Development) to City of Leesburg SPUD (Small Planned Unit Development) to allow for a townhome community for a property generally located west of U.S. Highway 27 and south of the Florida Turnpike, lying in Section 18, Township 21 South, Range 25 East, Lake County, Florida; and providing an effective date. (SPUD Royal Highland)**

C. NON-ROUTINE ITEMS:

1. **None**

7. INFORMATIONAL REPORTS:

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

- A. None**

8. CITY ATTORNEY ITEMS:

9. CITY MANAGER ITEMS:

10. ROLL CALL:

11. ADJOURN:

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR, AT 728-9740, 48 HOURS IN ADVANCE OF THE MEETING.

F.S.S. 286.0105 "If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." The City of Leesburg does not provide this verbatim record.

