AGENDA MINUTES
MEETING
AGENDA
MONDAY, JUNE 23, 2025 5:00 PM

1. CALL TO ORDER

The City of Leesburg Carver Heights Montclair Area Community Redevelopment Agency held a regular meeting on Monday, June 23, 2025, at Leesburg City Hall. Chairperson Reisman called the meeting to order at 5:00 p.m. with the following members present:

Commissioner Robert Alderman (5:15 pm)
Commissioner Allyson Berry
Commissioner Jimmy Burry
Commissioner Jay Connell (5:05 pm)
Commissioner Theresa Conner
Commissioner Mike Pederson
Chairperson Alan Reisman

Also present, 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

Chairperson Reisman gave the invocation followed by the Pledge of Allegiance to the Flag of the United States of America.

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

2. APPROVAL OF MINUTES

A. Regular meeting held June 9, 2025

Commissioner Burry made a motion to approve the Regular Meeting Minutes of June 9, 2025, as presented, and Commissioner Pederson seconded the motion.

The roll call vote was:

Commissioner Pederson	Yes
Commissioner Berry	Yes
Commissioner Conner	Yes
Commissioner Burry	Yes
Chairperson Reisman	Yes

Five yeas, no nays, the Commission approved the meeting minutes.

3. DISCUSSION

A. Discussion of Budget Requests for Fiscal Year 26

CM Minner said this topic was for the commission to provide feedback for the upcoming budget process. The FY 26 budget workshops will start in about two weeks. The first meeting is scheduled for July 7th, and we will tackle the CRAs at the second workshop, which is scheduled for July 10th. He asked the CRA to provide some of the goals that they would like to see.

Referring to the slides, he wanted to provide an idea about where the draft is at from a staff level. The revenues this year are about $989,000, which is about $10,000 more in FY 26 versus FY 25. It appears that we will have about 10% growth overall in our taxable funds. However, at that time we did not know the breakdowns of the general fund and the three TIF funds. In short, that number feels a little low. The biggest reason for that is because we received notice from the Water Authority that indicated they should not be paying an incremental payment to the CRA. However, they have been paying an increment since inception. Now for the water district, the county has been in control of setting that levy and collecting that levy. It is then distributed to the water management district. The county included their millage rate as part of what is payable to the TIF fund. That was a generous interpretation by the county in our favor and, to make matters right, moving forward, the concept in general, although nothing formal has taken place, is that they will not include the special districts. The TIF fund should only be comprised of the city's increment and the county's general fund increment. That is why we did not see a big jump in revenue.

As far as expenses, we have personnel at about $88,000. The general operations cover a bunch of different things, which is about $58,000. The Resource Center operations are at $665,000. Then the debt payment on the Resource Center is the $100,000 payment for the million dollars that was borrowed. That TIF was borrowed from the electric fund, and it has about six years left on it. The one big cash (unallocated number) of about $682,100 is what they have projected for FY 26. They can reallocate or assign them to different projects. However, with all things being equal, we could repeat the home improvement grants because they do have enough money to do another round. They could then put the rest of that, which is $82,100, into reserves. They also have about $530,000 in unallocated reserve funds. So, in total, effective October 1st, they have about $1.2 million in funds that can be put towards whatever projects they deem important. That was an important debrief as they discuss the goals and objectives for FY 26.

Commissioner Berry asked in regard to the calculations of the county and the water district revenues. How many years has that been included? **CM Minner** explained the county has paid that since inception. **Commissioner Berry** wanted to verify that someone had now realized that, and it would no longer be included effective FY 26. **CM Minner** agreed. **Commissioner Burry** questioned with regard to the reserve balance. In previous years, we kept about half a million. Is there a number they should keep in reserve? **CM Minner** said in this fund the reserve requirement was not as critical as it is in the general fund or some of the other enterprise funds. He would not be hard fast set on that. With that being said, there is another $400,000 in reserve. So, that $1.2 million could be closer to $1.6 million. He did not believe they should run it bone dry, but it was not a hard and fast rule like the general fund. Although being fiduciary and conservative, they may want to keep a little cash there. However, he did not think it needed to be as great as the 90-day requirement.

Commissioner Pederson mentioned at a city commission meeting tonight they would be approving an item for the CRA where they will have to pay $137,000 for the new air conditioner. He hoped he was wrong, but he would bet there would be cost overruns on the Susan Street project. He wanted them to keep that in mind. They should not go out and spend all this money. **CM Minner** responded that the $532,000 cash number would be less the cost of the air conditioner. These numbers are from April and the air conditioner was a July expense. So, technically, they are about $130,000 lower than that. **Commissioner Pederson** said this CRA is in great shape financially, but with Susan Street we could have surprises come up because it is a major project. **CM Minner** said the Carver Heights CRA and the U.S. Highway 441/27 CRA would be the funds that we would go too. However, hopefully we do not have overruns, but inevitably, if we do, then we will have to deal with them and those would be the two places that we would go. **Commissioner Berry** asked about the funding that was pulled for the Susan Street project from the Carver Heights Montclair CRA. She thought that was a solid amount. She did not know that would include overruns. **Commissioner Pederson** pointed out that the amounts are fixed right now, but he was anticipating cost overruns which we typically see on almost every project. **Commissioner Berry** said she understands, but could we rely on U.S. Highway 441/27 CRA or would it have to come from both? **CM Minner** stated it would be both. If they really wanted to split hairs, they would really need to figure that out, because the Carver Heights CRA and the U.S. Highway 441/27 CRA lines split through the middle of the park. So, if we do split hairs, we will need to figure out what dollars are on this side of the line and what dollars are on the other side of the line. Then they would do a proportional adjustment. Rough house, if we ran over $100,000, he would suggest doing a 50/50 split. **Commissioner Berry** questioned, as far as U.S. Highway 441/27 CRA TIF dollars, what kind of dollars come back each year? **CM Minner** answered that U.S. Highway 441/27 CRA hangs out around $3 million in total revenue. Of that, a million and a half come from the county and the other million and a half come from the city. Then the debt is around $1 million, so generally they have about $2 million. He believed that they had spent that one down a little bit. He did not know that number off the top of his head because they allocated a lot of that TIF towards the Susan Street project.

Commissioner Pederson pointed out that he did not think the risk was as great as it was a month ago, but CRAs were talked about in Tallahassee with the risk/threat of them going away in one to three years. He does not want to forget about the debt service that we have here. The angle for that was that he did not want people to see these reserves and just go on a spending spree. **CM Minner** commented that he wanted to talk about that a little bit. When that CRA policy came out in the legislature this past session, the initial bill was to eliminate CRAs period. The only thing that was the saver in that was, if you had existing debt, the TIF increment could still be paid and cover existing debt, but there would be no CRAs and no new projects. Remember anything they do in the CRA by definition is going to be a project. That includes the home grant projects and the payment to the CDC. The money going to Susan Street is also a project. So, the wording of that initial legislation was no new projects, which meant no new spending other than existing debt. That bill was modified and whenever the state legislature starts defining a specific category, that means they are picking on somebody so that modification, that legislation was modified. This was for a specific area, which meant they were picking on somebody when they said no more CRAs could be started. That was how that manifested, but it was changed, and it did not go forward. Now, it will come back next year, probably, but we do not know in what form. His advice would be to be mindful that the legislation is out there, and they will probably deal with it again next session. Yes, they should not spend everything, but most of that legislation was date certain. That was the start of a fiscal year moving forward, so what is in the hopper could stay in the hopper. If they go back to something pretty Draconian, we will see where it goes next year. **Commissioner Pederson** added that he realizes the legislature could change the rules, but he wanted to be sure he understood. What was talked about this past year with respect to existing debt? Would that phase out the county's obligation? **CM Minner** agreed and said it would phase out the county. We never got to interpretations of what that legislation meant. However, his interpretation was that if we had a million dollar CRA of that million dollars they would have a total increment and half a million was debt. That means, instead of receiving half a million in an incremental payment from another jurisdiction, we would only get a portion that was half of the debt.

Commissioner Berry agreed. That was what she understood. However, she was concerned about CRAs going away because it does not just affect one area, it affects the city as a whole. She hoped that this would all go away. She was being reassured constantly, but in the back of her mind she believed that we should be prepared to expect it. If it does not happen, that would be great because it could continue for another year.
However, is there a possibility in the U.S. Highway 441/27 CRA fund to consider some of the homes on the east side of town that run on the corridor of District One? Could they use that CRA budget for the home improvement grant program? **Commissioner Burry** wanted to know where these homes were located. **Commissioner Berry** said the houses would be along U.S. Highway 441 and US 27. They would use that CRA money for the east side of town because there was no current funding for the east side of town. **Commissioner Burry** said those houses would have to be located inside that CRA. **CM Minner** said that Commissioner Berry was trying to find money to fund the home grant program outside the Carver Heights CRA. The city currently funds the program from the Carver Heights CRA. They are the sole funder of the home grant program even though it is a citywide program. It is currently only funded through the Carver Heights CRA. As the program operates now, that home has to be located within the Carver Heights CRA. There are a couple of other areas that Commissioner Berry has talked to him about as well as the commission, because she has been seeking to expand the home grant program. Those locations would be up by the John L. Johnson Park, which might touch into some areas of U.S. Highway 441/27 CRA and some other areas on East Main Street in the Pine Street corridor area. Right now, those areas do not have funding. Also, if the homes are not located in one of the three CRAs, in the program it would be eligible for the general fund. Again, there would be allocations that the bodies would have to formulate. This body obviously funds the home grant in the Carver Height CRA. The U.S. Highway 441/27 CRA board, which consists of the city commission, would have to do that. However, honestly, the Downtown CRA is already pretty tapped out with the incremental funding to the CDC, and the remainder of that fund goes to run the events division of the city. There really is not a lot of money left to fund other projects in the city. He would double-check because he was asked to, because there were some homes up by the John L. Johnson Park that fall into U.S. Highway 441/27 CRA. However, budgetarily wise to expand the home program to the eastern Pine Street Corridor, they would have to lean on the general fund. This, again, was Commissioner Berry's plea to this body. She would like to consider an expansion of the home grant program to other funds in the city. **Commissioner Berry** said that was the reason for requesting this because the general fund is pretty tapped out to a penny of what is expected as well as what remains in reserve. That was why she asked for the U.S. Highway 441/27 CRA to be a consideration for the homes located from Newell Road down near Cutrale, East Street. **Commissioner Burry** asked if she was referring to the north side. **Commissioner Berry** agreed. It would be on the north side. If they were traveling north, the homes would be to the right. She continues to receive calls from constituents that live on the east side of town who want and need home improvements. Those residents want to know when it will be available on their side of town. When it was initially introduced, it was stated that the home improvement grant would hopefully be funded next year with the potential chance of it coming across. She asked the commission to consider it. **Chairperson Reisman** asked if there were any further comments on this.

Commissioner Berry said she would also like to look at amending the CRA general plan to consider the additional homes that have been built. The plan was last updated in 2015. She would like the plan to consider the changes that have happened due to economic development. There are more new homes in the Carver Heights area, and there are other issues that need to be considered. She would go into further detail later, but she wanted this to be something they thought about. **CM Minner** said this was another plea from Commissioner Berry. They talked last year about putting aside some money for a consultant to update the CRA Master-Plan. In the CRA Master-Plan we outlined projects and priorities for where to spend the money. Last year, we estimated bringing in a consultant, and it would cost about $50,000 to update, review and freshen up the Master-Plan. She was asking this body to consider spending that sum to update and bring a new projects priority list. **Commissioner Berry** stated there are new stakeholders in the area to consider. New homes have been built, so we have more affordable homes as well as the expected new building that has been approved. She did not know when exactly that would take place, but it could be 2026. She would provide further details of her reasons, but there are new stakeholders in the area, the economy has shifted, the current district has grown, and there are more people in the area. **Commissioner Pederson** mentioned that CRAs are working beautifully. He remembers talking about the $50,000. He was vocal about it because he would rather give that $50,000 to two more homeowners for home improvement grants versus another piece of paper. That was his opinion a year ago. Also, the Downtown CRA gives 50% of its revenue to the CDC. He did not want this to go sideways, but the Downtown CRA has to give half of that fund to the CDC, and we cannot tell them how to spend their money. However, there should be some involvement with the CDC on homes. If we continue to talk about home improvement grants, and before they even begin to talk about the general fund, this program would have to be opened up to the entire city. It is not fair to just focus on two areas of the city when there are plenty of other areas in the city that need beautification and home improvements. **Commissioner Berry** stated that was her goal. She was talking about the entire City of Leesburg. However, this CRA has the cash and that is where the home improvements work. She would love to see this go across the whole City of Leesburg. **Chairperson Reisman** asked if there were any other commission or public comments. There were none.

4. ROLL CALL:

Commissioner Pederson had no comment.

Commissioner Berry had no further comment.

Commissioner Conner said she brought some pre-budget documents. She wanted the commission to look at things she wanted to be added to the upcoming budget. She wanted to disperse it out. **Chairperson Reisman** informed her that procedurally that needed to go to the city manager. He would then disperse it to the other commissioners. **CM Minner** agreed. She needed to send it to him for dispersement.

Commissioner Alderman said he also had some ideas. He thought they were going to have a project meeting so they could discuss things. **Chairperson Reisman** recommended that he also provide his ideas to the city manager for dissemination to the other commissioners.

Commissioner Connell had no comment.

Commissioner Burry had nothing to comment on.

Chairperson Reisman had no further comment.

5. 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 Berry, the meeting adjourned at 5:24 p.m.