City of Mount Dora
Planning and Development
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NORTHEAST COMMUNITY REDEVELOPMENT AGENCY
ADVISORY COMMITTEE
MLK Center, 803 Florida Avenue, Mount Dora, FL 32757
Tuesday, April 12, 2022 at 6:00 p.m.

AGENDA

I. Call To Order

II. Roll Call

III. Public Comment Period

IV. Approval of March 8, 2022 minutes

V. Project Updates

1. Home Repair Grant Update Discussion
2. Resource and Recreation Center Update
3. Budget Update

VI. Other Business

VII. Adjournment

NOTICE: For purposes of Section 286.011, Florida Statues, two or more members of the City Council may be present at this meeting, and this meeting may be considered a City Council meeting.

NOTICE: If any person decides to appeal any decision made at this meeting with respect to any matter considered at this meeting, such person may need a record of these proceedings. For such purpose, a person 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.

NOTICE: In accordance with the Americans with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding should contact the Planning and Development department no later than seven (7) days prior to the proceedings. Telephone (352) 735-7112 for assistance. If hearing impaired, telephone the Florida Relay Service numbers (800) 955-8771 (TDD) or (800) 955-8770 (Voice) for assistance.

All regularly scheduled meetings are held the second Tuesday of each month at 6:00 p.m. at Martin Luther King Center – 803 Florida Avenue

Next scheduled meeting date: May 10, 2022

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NORTHEAST COMMUNITY REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING
Martin Luther King Memorial Center, 803 Florida Avenue, Mount Dora, FL 32757
Tuesday, March 8, 2022 - 6:00 p.m.

MINUTES

DRAFT

I. CALL TO ORDER

Having been duly noticed as required by law, Ms. Rowe, Chair of the Northeast CRA Advisory Committee called the meeting to order at 6:00 p.m.

II. ROLL CALL, MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

PRESENT: Rona Rowe, Chair; Lillie Taylor; Lynn Tacher; Gerry Guenther; Rosalyn Harris

ABSENT: Stevie Harley; Ozell Ward

CITY STAFF: Adam Sumner, CRA Administrator; Faith Gibbs, Administrative Coordinator; Sergeant Barry Strykowski

III. PUBLIC COMMENT PERIOD

Pastor Rowe shared that he is currently planning a Community Cleanup Day scheduled for Saturday, March 19, 2022, at 9:00 a.m. Each Monday there is "Coffee, Community and Conversation" where various free resources such as bill assistance, housing, food and diaper bank, and more are available.

IV. APPROVAL OF JANUARY 11, 2022 MINUTES

Ms. Tacher motioned to approve the January 11, 2022 minutes. Mr. Guenther seconded the motion and all approved unanimously.

V. PROJECT UPDATES

1. COMMUNITY RESOURCE & RECREATION CENTER

Mr. Sumner thanked Councilman Walker and City Council for selecting the former Public Works site as the site for the Resource and Recreation Center, which was approved unanimously. On March 9, 2022, the RFP goes live to select the engineering firm for the architectural and

engineering services. Mr. Sumner is going through the list of resources available to get commitments from them to provide staff with the resources in the center. Ms. Tacher asked if there was a commitment from the Boys and Girls Club. Mr. Sumner explained that they won't consider anything until the facility is built. Mr. Gunther asked about the procedures on the use of the center for those in the community. Mr. Sumner said that the facility is a resource center first and the needs of those in the community come before the facility is a flex space. Mrs. Rowe said that ensuring what the community needs are the top priority and those within the community can utilize the center. Mr. Harris asked how does the center affects the Northeast's budget. Mr. Sumner said that the Northeast CRA can fund $350,000 of debt service per year and continue to provide services at it does now.

2. HOME REPAIR

The first three homes are fully approved by the City and Habitat. Work is currently being completed on the homes. Six homes are above the grants, two of which would qualify for home replacement with Lake County housing, however, there is a long waiting list. There are currently four outstanding applications with unique situations that we are currently working through.

3. BLOCK PARTY 2.0

Mr. Sumner thanked Ms. Taylor and Mrs. Harris for their assistance in getting the word out to the community about Habitat for Humanity. Ms. Taylor said that this week is the final week of Habitat working on homes on Jackson and Unser. Generous donations and sponsors provided lunch for the volunteers for the entire week. Mrs. Harris said that this was a great group of people that came out to assist with the houses. Once people in the community saw the action of work being done, it caused more people to inquire and apply for home repairs. Mrs. Harris asked if home repair funding is still available. Mr. Sumner said that funds are still available and those in the community are encouraged to apply.

VI. FY 2022 – 2023 BUDGET & CIP DISCUSSION

Mr. Sumner informed the committee that Mr. John McKinney; Finance Director is no longer employed with the city and Mrs. Rita Meade; Assistant Finance Director is currently the Interim Finance Director. The committee members were provided with the 2022 – 23 budget calendar. The current software used for the city's financing has some software errors that are being addressed. The committee members are encouraged to provide Mr. Sumner with any major ticket items that they think should be funded by the Northeast CRA before next month's meeting. Ms. Tacher asked how to start economic development programs to assist with business startup costs in the Northeast that are currently vacant. Mr. Sumner said it might be possible, however, an incentive program would have to be created.

The Mount Dora Groves Project has withdrawn from the City and is petitioning the County to change its zoning from agriculture to some other future use. Bristol Lakes bought the property on the west side of their complex and provided the Planning and Zoning Department with its site plan. They plan to develop Bristol Parks Apartments with 300 units. These market-rate apartments are consistent with current apartments and will provide new revenue and housing for the Northeast CRA.

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VII. POLICE DEPARTMENT UPDATE

Sergeant Barry Strykowski said that there is an increase in stolen vehicles that come from individuals from the western end of Orange County; as this area is not heavily patrolled by Orange County Sheriffs. There was a brush fire behind Frank Brown Park, thankfully it was contained and there was minimal damage. Ms. Tacher asked about cemetery destruction and if there is any way the community could help with repairs. Sergeant Stokowski said to go before the Historic Preservation Board to find out what can be done. Ms. Taylor asked about the noise ordinance and requested more nighttime patrol units in the Northeast community.

VIII. OTHER BUSINESS

Mrs. Harris said that there have been community complaints regarding the lights being cut off early at Frank Brown Park. Mr. Sumner will contact the Leisure Services manager to discuss and address this matter.

IX. ADJOURNMENT

Ms. Taylor moved to adjourn the meeting. Ms. Tacher proceeded to adjourn the meeting at 7:08 p.m.

Rona Rowe, Chair	*Faith Gibbs*
Northeast CRA Advisory Committee	*Administrative Coordinator*

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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/2022	AVAILABLE BALANCE	% BDGT USED
Fund 118 - N.E.REDEVELOPMENT AGENCY						
Revenues						
Dept 0000 - N/A						
118-0000-334.36-01	CDBG STORMWATER - WATER VALVE GRANT	0.00	0.00	0.00	0.00	0.00
118-0000-338.00-01	CITY TAX INCREMENT	372,903.00	372,901.95	0.00	1.05	100.00
118-0000-338.92-01	COUNTY TAX INCREMENT	344,083.00	344,083.00	0.00	0.00	100.00
118-0000-338.93-01	LAKE WATER AUTHORITY	28,961.00	28,961.01	0.00	(0.01)	100.00
118-0000-338.95-01	N.E.AMBULANCE INCREMENT	0.00	0.00	0.00	0.00	0.00
118-0000-361.10-01	INVESTMENT INCOME	10,400.00	(77.21)	0.00	10,477.21	(0.74)
118-0000-364.00-01	SALE OF CAPITAL ASSETS	0.00	0.00	0.00	0.00	0.00
118-0000-366.00-01	PRIVATE GRANTS	0.00	0.00	0.00	0.00	0.00
118-0000-381.00-01	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
118-0000-384.00-01	DEBT PROCEEDS	0.00	0.00	0.00	0.00	0.00
118-0000-389.10-01	ESTIMATED CARRYOVER	827,593.00	0.00	0.00	827,593.00	0.00
118-0000-399.10-01	BUDGET STABILIZATION	0.00	0.00	0.00	0.00	0.00
Total Dept 0000 - N/A		1,583,940.00	745,868.75	0.00	838,071.25	47.09
TOTAL REVENUES		1,583,940.00	745,868.75	0.00	838,071.25	47.09
Expenditures						
Dept 1650 - NORTHEAST CRA						
118-1650-552.12-01	SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
118-1650-552.12-02	SALARIES & WAGES - SPECIAL EVENTS	0.00	0.00	0.00	0.00	0.00
118-1650-552.14-01	OVERTIME WAGES	0.00	0.00	0.00	0.00	0.00
118-1650-552.15-01	SPECIAL PAY - INCENTIVE	0.00	0.00	0.00	0.00	0.00
118-1650-552.21-01	FICA TAXES	0.00	0.00	0.00	0.00	0.00
118-1650-552.22-01	RETIREMENT EXP	0.00	0.00	0.00	0.00	0.00
118-1650-552.23-01	HEALTH & LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
118-1650-552.24-01	W/C INSURANCE EXP	0.00	0.00	0.00	0.00	0.00
118-1650-552.27-01	GROUP LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
118-1650-552.29-99	LABOR DISTRIBUTION	168,900.00	84,450.00	0.00	84,450.00	50.00
118-1650-552.31-01	PROFESSIONAL SERVICES	40,000.00	0.00	0.00	40,000.00	0.00
118-1650-552.32-01	ACCOUNTING & AUDITING	7,500.00	5,000.00	0.00	2,500.00	66.67
118-1650-552.34-01	OTHER CONTRACTUAL SERVICE	60,000.00	960.00	0.00	59,040.00	1.60
118-1650-552.40-01	TRAVEL & PER DIEM	1,500.00	253.50	0.00	1,246.50	16.90
118-1650-552.41-01	COMMUNICATION SERVICES	1,932.00	483.80	0.00	1,448.20	25.04
118-1650-552.42-01	MAIL & FREIGHT	500.00	0.00	0.00	500.00	0.00
118-1650-552.43-01	UTILITY SERVICES	1,500.00	521.50	0.00	978.50	34.77
118-1650-552.45-01	INSURANCE	0.00	0.00	0.00	0.00	0.00
118-1650-552.46-01	REPAIR & MAINT SERVICES	20,000.00	0.00	0.00	20,000.00	0.00
118-1650-552.47-01	PRINTING & BINDING	0.00	22.96	0.00	(22.96)	100.00
118-1650-552.48-01	PROMOTIONAL ACTIVITIES/AD	30,000.00	18,500.00	0.00	11,500.00	61.67
118-1650-552.49-01	OTHER CURRENT CHGS & OBLG	3,375.00	0.00	0.00	3,375.00	0.00
118-1650-552.51-01	OFFICE SUPPLIES	1,000.00	256.92	0.00	743.08	25.69
118-1650-552.52-01	OPERATING SUPPLIES	42,511.00	6,758.20	0.00	35,752.80	15.90
118-1650-552.52-06	BODY ARMOR	0.00	0.00	0.00	0.00	0.00
118-1650-552.52-49	UNIFORMS/SHOES/BOOTS	2,703.00	0.00	0.00	2,703.00	0.00
118-1650-552.54-01	DUES AND MEMBERSHIPS	2,500.00	837.50	0.00	1,662.50	33.50
118-1650-552.55-01	TRAINING	3,000.00	163.00	0.00	2,837.00	5.43
118-1650-552.61-01	LAND	0.00	0.00	0.00	0.00	0.00
118-1650-552.62-01	BUILDING	0.00	0.00	0.00	0.00	0.00
118-1650-552.63-01	IMP OTHER THAN BUILDINGS	0.00	0.00	0.00	0.00	0.00
118-1650-552.64-01	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00

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GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 04/30/2022	ACTIVITY FOR MONTH 04/30/2022	AVAILABLE BALANCE	% BDGT USED
Fund 118 - N.E.REDEVELOPMENT AGENCY						
Expenditures						
118-1650-552.64-95	COMPUTER UPGRADE	0.00	0.00	0.00	0.00	0.00
118-1650-552.82-01	GRANTS IN AID	0.00	0.00	0.00	0.00	0.00
118-1650-552.83-01	ECONOMIC DEVELOPMENT/INCENTIVES	175,000.00	0.00	0.00	175,000.00	0.00
118-1650-589.10-01	CURRENT YEARFUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 1650 - NORTHEAST CRA		561,921.00	118,207.38	0.00	443,713.62	21.04
Dept 5555 - OTHER GENERAL GOVERNMENT						
118-5555-580.00-01	ALLOCATIONS - ADMIN SERVICES	52,340.00	26,172.00	0.00	26,168.00	50.00
118-5555-580.25-01	UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00
118-5555-580.45-01	PROPERTY/CASUALTY/AUTO INS PREMIUMS	20,724.00	10,362.00	0.00	10,362.00	50.00
118-5555-580.45-02	GENERAL LIABILITY	0.00	0.00	0.00	0.00	0.00
118-5555-580.45-03	PROPERTY	0.00	0.00	0.00	0.00	0.00
118-5555-580.45-05	AUTOMOBILE INSURANCE	0.00	0.00	0.00	0.00	0.00
118-5555-580.45-08	PUBLIC OFFICIALS	0.00	0.00	0.00	0.00	0.00
118-5555-580.71-40	PRINCIPAL	0.00	0.00	0.00	0.00	0.00
118-5555-580.72-40	INTEREST	0.00	0.00	0.00	0.00	0.00
118-5555-580.90-01	ALLOCATIONS	0.00	0.00	0.00	0.00	0.00
118-5555-581.00-01	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
118-5555-581.02-00	TRANSFER TO DEBT SERVICE FUND	0.00	0.00	0.00	0.00	0.00
118-5555-581.03-10	TRANSFER TO GENERAL CONSTRUCTION	863,992.00	14,032.08	0.00	849,959.92	1.62
118-5555-581.05-00	TRANSFER TO FLEET/WAREHOUSE	69,420.00	34,710.00	0.00	34,710.00	50.00
118-5555-589.10-01	CURRENT YEARFUND BALANCE	15,543.00	0.00	0.00	15,543.00	0.00
Total Dept 5555 - OTHER GENERAL GOVERNMENT		1,022,019.00	85,276.08	0.00	936,742.92	8.34
TOTAL EXPENDITURES		1,583,940.00	203,483.46	0.00	1,380,456.54	12.85
Fund 118 - N.E.REDEVELOPMENT AGENCY:						
TOTAL REVENUES		1,583,940.00	745,868.75	0.00	838,071.25	47.09
TOTAL EXPENDITURES		1,583,940.00	203,483.46	0.00	1,380,456.54	12.85
NET OF REVENUES & EXPENDITURES		0.00	542,385.29	0.00	(542,385.29)	100.00
TOTAL REVENUES - ALL FUNDS		4,347,776.00	2,129,845.31	0.00	2,217,930.69	48.99
TOTAL EXPENDITURES - ALL FUNDS		4,347,776.00	582,147.11	0.00	3,765,628.89	13.39
NET OF REVENUES & EXPENDITURES		0.00	1,547,698.20	0.00	(1,547,698.20)	100.00