



City of Mount Dora
Planning and Development
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COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE

City Hall Board Room
510 N. Baker Street, Mount Dora, FL
Wednesday, June 1, 2022 – 5:30 p.m.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Public Comment Period
- IV. Approval of the April 4, 2022, Meeting Minutes
- V. Discussion Items
 1. Horseless Carriage Presentation
 2. FY 21 – 22 Budget Discussion
- VI. Other Business
- VII. Announcement of next scheduled meeting: July 6, 2022
- VIII. Adjournment

NOTICE: For purposes of Section 286.011, Florida Statutes, 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 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 first Wednesday of each month at 5:30 p.m. at City Hall – 510 N. Baker Street.



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**COMMUNITY REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING**

City Hall Boardroom, 510 N. Baker Street, Mount Dora, FL 32757

Wednesday, April 6, 2022 – 5:30 p.m.

MINUTES

I. CALL TO ORDER

Having been duly noticed as required by law, the April 6, 2022 meeting of the Mount Dora Community Redevelopment Agency Advisory Committee was called to order by Chair, Mr. Berndt at 5:30 p.m.

II. ROLL CALL

PRESENT: David Berndt, Jake Guenther, Andrea Lothar, Jay Smith, Robert Paonessa,

ABSENT: Akhtar Hussain

CITY STAFF: Adam Sumner, *Deputy Planning & Development Director*; Faith Gibbs, *Administrative Coordinator*; Chief Brett Meade; Corporal Jack Andreano; Officer Kenny Lopez

III. PUBLIC COMMENT PERIOD

None

IV. APPROVAL OF MARCH 2, 2022 MINUTES

Mr. Guenther motioned to approve the minutes for March 2, 2022. Mr. Paonessa seconded the motion and the minutes were approved unanimously by voice vote.

V. DISCUSSION ITEMS

1. Parking Presentation From Police Department

Chef Meade introduced the newest member to the Community Partnership Unit Officer Kenny Lopez. Chef Meade presented brainstorming ideas regarding parking loading zones and parking in the streets in the downtown areas. There was an internal meeting on March 9th with the Police, CRA, and Utility Departments to come up with ideas to resolve issues downtown. The core issues

are with signage, loading zones and hours, vehicles parking in designated loading zones during loading hours and inconsistent enforcement from the Police Department. On April 19th, Chef Meade will propose to City Council a Code of Ordinance change to prohibit any parking in the alleyways, other than private parking for business owners. In addition, proposing to add 15-minute parking for delivery companies such as FedEx and UPS. Chef Meade requested the committee's feedback and suggestions. There was discussion on stripping the loading zone areas and Ms. Lothar suggested that it be stripped white as yellow indicated no parking at all. Mr. Guenther agrees with no parking in the alleyways and likes the idea of the 15-minute parking. Chef Meade requested that the committee attends future public meetings. Mr. Smith recommended an escalating fine amount increase. Once the ordinance is implemented, Chef Meade will dedicate an officer to the downtown area in the mornings Mondays through Saturdays for as long as needed to first educate and enforce the ordinance and parking changes and promised that the enforcement would be consistent.

Mr. Paonessa motioned to recommend to City Council to adopt the ordinance to prohibit parking in the alleyways and to recommend to City Council to direct staff to develop a tiered fine system for parking offenses within the downtown and Mr. Guenther seconded the motion. All approved unanimously by voice vote.

Lothar motioned that the loading zone be painted striped and that there be two signs; one loading zone sign and a second sign dictating what hours are permissible for parking. Mr. Guenther seconded the motion. All approved unanimously by voice vote.

2. FY 22-23 Budget

The budget report provided to the Committee is the same revenue and expenditure report generated weekly by CRA staff so that Mr. Sumner can review the budget. Due to state law coding requirements, the city must adhere to, the finance department updated to meet the requirements which caused the software system to crash about two months ago. Fortunately, the issue has been resolved and updated. There's currently \$1 million set aside for parking solutions. Some of the funds will be used to maintain the surface lots, and the parking garage all owned by the city. The budget year starts October 1 to September 30 of each year. Beginning Monday, April 11th, staff will begin inputting drafted budgets into the system as they are due by the end of the month. There is an expectancy of revenue increase, however, a 5% increase is what will be budgeted. The long-term goal is to plan for redeveloping Highland. As the Redevelopment law states, the CRA must be an enhancement above a basic government level of service. Therefore the CRA pays the difference between the regular and enhancement costs. The biggest expenditure is \$280, 000 in debt services for The Streetscapes. Which will be another seven years before it's paid off. Currently, next year will be the next phase of design and the next three phases will be expenses with 10% of construction costs for designing and engineering.

Mr. Jay Smith suggested that the committee begin to make a priority list of where the funding focus should be for next year. Ms. Lothar requested a list of what's planned and a net balanced list. Mr. Sumner will provide this at the next meeting. Mr. Guenther suggested more incorporation of public arts in the CRA downtown. Mr. Berndt mentioned the façade grants.

VI. OTHER BUSINESS

Mr. Guenther said that CRA's parking lot owned and the paint looks great. Mr. Sumner shared that he is now the Code Compliance Manager and is in the process of hiring a new code compliance inspector.

VII. ADJOURNMENT

Mr. Lothar motioned to adjourn and Mr. Smith seconded the motion. All approved unanimously by voice vote. There being no further business, Mr. Berndt adjourned the meeting at 6:47 PM.

*David Berndt, Chair
CRA Advisory Committee*

*Faith Gibbs
Administrative Coordinator*

Fund: 117 COMM REDEVELOPMENT AGENCY ESTIMATED REVENUES				
			21-22 Amended Budget	22-23 Proposed Budget
117-0000-338.00-01	CITY TAX INCREMENT		696,111	769,149
117-0000-338.92-01	COUNTY TAX INCREMENT		649,500	681,975
117-0000-338.93-01	LAKE WATER AUTHORITY (Now a dependent special district of Lake County)		38,232	0
117-0000-338.95-01	N.E.AMBULANCE INCREMENT		0	0
117-0000-361.10-01	INVESTMENT INCOME		0	0
117-0000-369.00-01	OTHER MISCELLANEOUS REVENUE		1,134	1,191
	Total			1,452,314
117-0000-389.10-01	ESTIMATED CARRYOVER		1,378,859	1,400,000
	Total Estimated Revenue		2,763,836	2,852,314
Fund: 117 COMM REDEVELOPMENT AGENCY EXPENDITURES				
	Required Expenditures			
117-1640-552.29-99	LABOR DISTRIBUTION (Staffing)		226,600	237,930
117-1640-552.52-49	UNIFORMS/ SHOES/ BOOTS (For Staff)		3,300	3,500
117-1640-552.52-51	FUEL		12,000	15,000
117-1640-552.46-01	REPAIR & MAINT SERVICES		52,694	55,000
117-1640-552.51-01	OFFICE SUPPLIES		1,000	1,000
117-1640-552.52-01	OPERATING SUPPLIES		40,000	40,000
117-1640-552.54-01	DUES AND MEMBERSHIPS		1,500	1,750

117-1640-552.43-01	UTILITY SERVICES		71,000	71,000
117-1640-552.40-01	TRAVEL & PER DIEM		2,200	2,500
117-1640-552.55-01	TRAINING		2,400	2,500
117-1640-552.46-51	TIRES		400	1,000
117-1640-552.32-01	ACCOUNTING & AUDITING		7,500	7,500
	Streetscape repairs and enhancements	Carry forward of \$192,000		80,000
DEBT SERVICE 117-5555-580.71-01	2013 CRA BONDS PRINCIPAL		170,000	170,000
DEBT SERVICE 117-5555-580.71-49	CAPITAL IMPROVEMENT REV NOTE SERI		175,000	175,000
DEBT SERVICE 117-5555-580.72-01	2013 CRA BONDS INTEREST		26,594	26,594
DEBT SERVICE 117-5555-580.72-49	CAPITAL IMPROVEMENT REV NOTE SERI		48,330	48,330
117-1640-552.41-01	COMMUNICATION SERVICES		5,200	5,200
117-1640-552.49-01	OTHER CURRENT CHGS & OBLG		1,451	1,451
117-1640-552.47-01	PRINTING & BINDING		0	250
117-1640-552.48-01	PROMOTIONAL ACTIVITIES/AD		1,000	1,500
117-1640-552.42-01	MAIL & FREIGHT		100	250
		Totals		947,255

	Expenditures that have been historically used fully			
117-1640-552.83-01	ECONOMIC DEVELOPMENT INCENTIVES		125,000	150,000
	Total			150,000
	Historical Operating Expenditures that are not Mandatory			
117-1640-552.31-01	PROFESSIONAL SERVICES (consulting services)		40,000	60,000
117-1640-552.34-01	OTHER CONTRACTUAL SERVICE		10,000	20,000
	Total			80,000
Planned or Proposed Capital Expenditures				
	Parking Solutions			928,809
	Enhanced Streetlights for Alleyways			56,250
	KIOSK REPLACEMENT			150,000
	Signage			30,000
	Streetscape repairs and enhancements			80,000
	Purchase of Street Sweeper			210,000
	Design Future Phase of Streetscape			300,000
	Total			1,755,059
	Total Expenditures			2,852,314