



City of Mount Dora
510 North Baker Street
Mount Dora, Florida 32757
352-735-7126

Mount Dora City Council
Mount Dora City Hall Board Room
510 North Baker Street, Mount Dora, Florida 32757
November 15, 2022, 6:00 PM

AGENDA

CALL TO ORDER

MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATIONS

1. Presentation of Friends of the Environment Check from Earth Day 2022 to the City of Mount Dora for the Purchase of Trees and Tree Care 4
2. Small Business Saturday Proclamation 5
3. Mount Dora Fun Fact

PUBLIC COMMENTS

- This is the time for the public to come forward with any comments on any subject related to City business that is not listed on the Agenda.
- Please complete a speaker card and provide it to the City Clerk prior to the meeting.
- Please clearly state your name and address for the record. If you are part of a group, try to designate a speaker.
- Please address all comments to the Mayor.

- We will try to answer your questions at the time asked; however, there may be times we will need to conduct research prior to providing an answer.

APPROVAL OF AGENDA

BOARD APPOINTMENTS

CONSENT AGENDA

1. Request Approval of Purchase of Meridian Barriers from Meridian Rapid Defense Group LLC, in the amount of \$89,689.34 8
2. Request authorization to change the record keeper of the City's 401(a) and 457 (b) retirement plans from Mission Square and Nationwide to Empower Retirement Financial Services Company 17
3. Request Approval of Amendment 2 to Professional Grounds and Landscaping Services Agreement with Commercial Landscape Professionals, Inc., d/b/a Trimac Outdoor 21
4. Request Authorization to Apply for The Florida Department of Economic Opportunity's ("DEO") Florida Office of Broadband ("Office") Broadband Opportunity Program Grant 25
5. Request Authorization to Apply for The State and Local Cybersecurity Grant Program 27
6. Request Approval of Meeting Minutes 29

- November 1, 2022 City Council Regular Session

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2. Request Approval of Agreement Between the Mount Dora Area Chamber of Commerce and the City of Mount Dora related to the Welcome/Visitor Center 64

3. Vote to Reschedule First Council Meeting in December to December 5, 2022

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1. Request Approval for Final Reading and Adoption of **Ordinance No. 2022-19**, Change in Zoning for Green Wheat, LLC and Donnelly, LLC 71

CITY MANAGER'S REPORT

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CITY ATTORNEY'S REPORT

COMMUNICATIONS AND REPORTS

- Council Member, District 3
- Council Member Cal Rolfson
- Council Member Nate Walker
- Council Member Doug Bryant
- Council Member John Cataldo
- Vice-Mayor Marc Crail
- Mayor Crissy Stile

FUTURE MEETING DATES

- December 6, 2022, 6:00 PM, Regular Session
- December 20, 2022, 6:00 PM, Regular Session
- January 3, 2023, 6:00 PM, Regular Session
- January 17, 2023, 6:00 PM, Regular Session

ADJOURNMENT

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE AT THIS MEETING WITH RESPECT TO ANY MATTER CONSIDERED AT ANY MEETING OR HEARING, 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. VERBATIM RECORD WILL NOT BE PROVIDED BY THE CITY OF MOUNT DORA.

NOTICE: IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, PERSONS NEEDING A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE CITY CLERK AT LEAST 48 HOURS PRIOR TO THE PROCEEDINGS. TELEPHONE (352) 735-7126 FOR ASSISTANCE. IF HEARING IMPAIRED, TELEPHONE THE FLORIDA RELAY SERVICE NUMBERS, (800) 955-8771 (TDD) OR (800) 955-8770 (VOICE) FOR ASSISTANCE.



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Presentation of Friends of the Environment Check from Earth Day 2022 to the City of Mount Dora for the Purchase of Trees and Tree Care

Introduction:

This is a presentation by representatives of the Mount Dora Friends of the Environment.

Discussion:

Mount Dora Friends of the Environment, Inc., has partnered with our community and our City since they were founded 28 years ago. They are a Florida non-profit corporation and a sub-trustee of the Mount Dora Community Trust, and are devoted to creating awareness of, and promoting and protecting, our area's environmental assets.

Budget Impact:

N/A

Strategic Impact:

Effective Growth Management encompasses the encouragement of trees throughout the City. Friends of the Environment supports the planting of trees through their many established programs.

Recommendation:

N/A

Attachment(s):

Prepared by: Jeanann Hand, Interim City Clerk



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Small Business Saturday Proclamation

Introduction:

This is an opportunity for the reading of a Proclamation in support of Small Business Saturday.

Discussion:

Saturday, November 26, 2022 is Small Business Saturday – a day to celebrate and support small businesses and all they do for their communities.

American Express launched this shopping holiday in 2010, at the height of the Great Recession, as a way of redirecting holiday shopping to local stores. A decade later, it's observed in all 50 states, and in 2011, the Senate passed a resolution recognizing Small Business Saturday. This event continues to be an annual holiday shopping tradition — just one part of the larger Shop Small Movement that supports small businesses every day and everywhere.

Consumers have been more than eager to jump on board and support their local small business community. Projected spending among U.S. consumers who shopped at independent retailers and restaurants on Small Business Saturday in 2021 reached an estimated \$23.3 billion. This has the potential to boost sales during the 2022 holiday season, with many small businesses still working to make up the revenue they lost throughout the pandemic.

For every dollar spent at a small business, American Express estimates an average of \$0.67 stays in that business's local community which is positive for employment, economic well-being, and neighborhood vitality.

Budget Impact:

N/A

Strategic Impact:

GOAL 1: Economic Development

Recommendation:

Reading of the proclamation into the record and encouraging citizens to support small businesses and merchants on Small Business Saturday and throughout the year.

Attachment(s):

1. Small Business Saturday Proclamation

Prepared by: Misty Sommer, Economic Development Manager

Reviewed by: Jeanann Hand, Interim City Clerk

Final Approval - 11/8/2022



PROCLAMATION

WHEREAS, the City of Mount Dora, along with local governments across the nation, celebrates our local small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are currently thirty (30) million small businesses in the United States and they are responsible for forty seven percent (47%) of net jobs; and

WHEREAS, American Express launched the Small Business Saturday shopping holiday in 2010, at the height of the Great Recession, as a way of redirecting holiday shopping to local stores. A decade later, it's observed in all 50 states, and in 2011, the Senate passed a resolution recognizing Small Business Saturday; and

WHEREAS, this event continues to be an annual holiday shopping tradition — just one part of the larger Shop Small Movement that supports small businesses. As such, ninety six percent (96 %) of consumers who plan to shop on Small Business Saturday said the day inspires them to go to small, independently-owned retailers or restaurants that they have not been to before, or would not have otherwise tried; and

WHEREAS, projected spending among U.S. consumers who shopped at independent retailers and restaurants on Small Business Saturday in 2021 reached an estimated \$23.3 billion. This has the potential to boost sales during the 2022 holiday season, with many small businesses still working to make up the revenue they lost throughout the pandemic; and

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday; and

WHEREAS, The City of Mount Dora supports our local businesses that create jobs, boost our local economy and neighborhood vitality, and preserve our communities;

NOW, THEREFORE, I, Crissy Stile, Mayor of the City of Mount Dora, Florida, do hereby proclaim November 26, 2022 as *SMALL BUSINESS SATURDAY* in Mount Dora and urge the residents of our community, and communities across the nation, to support small businesses and merchants on Small Business Saturday and throughout the year.

IN WITNESS WHEREOF, I hereunto set my hand and cause the Seal of the City of Mount Dora to be affixed this 15th day of November, 2022.

Crissy Stile, Mayor



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request Approval of Purchase of Meridian Barriers from Meridian Rapid Defense Group LLC, in the amount of \$89,689.34

Introduction:

This is a request for the City Council to approve a purchase of the Meridian anti-vehicle barrier system that is used by all major cities/events to make people, communities and places safer.

Discussion:

The City of Mount Dora is a venue destination, hosting over 30 special events throughout the year. Various events such as the Arts Festival, the Craft Fair, the Half Marathon and Light up Mount Dora bring tens of thousands of visitors to our city. Security is foremost at all these events. The current barricade system used in our events is obsolete. The growing risk of pedestrian assaults by malicious or innocent intentions, like losing control of a vehicle, is always there. The Police Department, Fire Department and Public Works all work together in the deployment of the barricades. It is recommended that the Police Department, Fire Department and Public Works all share in the cost of securing the anti-vehicle barriers.

These items will be procured under federal GSA Schedule 84 contract # 47QSWA19D001F which has been publicly solicited. Purchases made from GSA contracted vendors are exempt from the competitive solicitation process pursuant to City of Mount Dora Purchasing Policy, Section 3.1-1 B.

We are proposing the City purchase the Meridian anti-vehicle barrier system that is used by all major cities/events to make people, communities and places safer. The Archer 1200 barriers are a drop and stop Barrier solution for Hostile Vehicle Mitigation. They are modular, requiring no electricity, no hydraulics or heavy equipment to move into place. They can be deployed in minutes and are certified to stop vehicles on hardened surfaces like concrete and asphalt without any anchoring. The Archer 1200 barriers are the only HVM barrier system that allows for pedestrian access and emergency vehicle access when deployed. The barriers can be set up in multiple configurations and are ideal for lane mergers, lane closures, road closures, serpentine

and span protection when joined by arrestor cables. We should be protecting all visitors from potential threats and securing safety. The Archer barriers make people, communities and places safer and are used in all sectors, including stadiums and any outdoor event.

Budget Impact:

The Capital Outlay was budgeted in FY2022-23 in the GL 001-5555-580.64-01 in the amount of \$89,690.

Strategic Impact:

Public Safety

Recommendation:

The City Council to approve the purchase of Meridian Barriers in the amount not to exceed \$89,690.

Attachment(s):

1. Attachment #1 Purchase Order.Meridian Barriers.10.04.2022

Prepared by: Jeanann Hand, Interim City Clerk

Reviewed by: Aneta Barton, Budget Director
Sherry Sutphen, City Attorney
Jeanann Hand, Interim City Clerk
Patrick Comiskey, City Manager

Approved - 10/21/2022

Approved - 11/9/2022

Approved - 11/9/2022

Final Approval - 11/9/2022

Purchase Requisition

Purchase Requisition No 23-2002

Requested Date 10/04/2022

Department POLICE

Required Date 10/04/2022

Requested By GIBSONM

Preferred Vendor 102030

MERIDIAN RAPID DEFENSE GROUP LLC

Address 177 E COLORADO BOULEVARD FL2

PASADENA, CA 91105

Req. Description 8 BARRIER TRAILER KIT, ANTI-VEHICLE BARRIER AND HAULER

Qty.	Description	GL Number 1	Unit Price	Amount
1	8 BARRIER TRAILER KIT	001-5555-580.64-01	89,689.34	89,689.34
Total:				89,689.34

Meridian Rapid Defense Group LLC
177 E. Colorado Blvd, Suite 200
Pasadena, CA 91105
+1 8186414431

Invoice



BILL TO

Captain Victor Uvalle
Mount Dora Police Department
1300 N Donnelly St
Mt. Dora, FL 32757

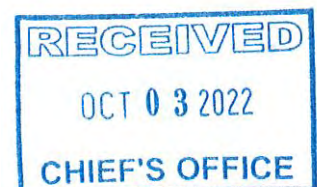
SHIP TO

Captain Victor Uvalle
Mount Dora Police Department
1300 N Donnelly St
Mt. Dora, FL 32757

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
10032022-MDPD	10/03/2022	USD 89,689.34	11/02/2022	50% on Contract - %50 on Delivery	

PRODUCT	DESCRIPTION	QTY	RATE	AMOUNT
8 Barrier Trailer Kit - GSA	8 Barrier Trailer Kit	1	83,699.34	83,699.34
Archer 1200 Barrier - GSA	Archer 1200 Anti-Vehicle Barrier	8	6,513.75	
Archer Hauler - GSA	Archer Hauler™	1	1,925.18	
Archer Field Tow Bar - GSA	Archer Field Tow Bar	2	574.18	
Arrestor Cable (4ft) - GSA	Arrestor Cable™ (4ft)	7	574.18	
Arrestor Cable (10ft) - GSA	Arrestor Cable™ (10ft)	2	670.68	
Archer 8-Barrier Drop Deck Trailer - GSA	Archer 8-Barrier Drop Deck Trailer	1	23,155.18	
In-Field Installation & Certified Training	In-Field Installation & Certified Training	1	1,495.00	1,495.00T
Freight/Shipping	Freight/Shipping to customers location	1	4,495.00	4,495.00T
SUBTOTAL				89,689.34
TAX				0.00
TOTAL				89,689.34
BALANCE DUE				USD 89,689.34

WIRE TRANSFER INSTRUCTIONS
Account Name: Meridian Rapid Defense Group
Account Number: 538768117
Bank Name: Chase Bank, N.A.
ABA Routing Number: 322271627



Meridian Rapid Defense Group LLC
177 E. Colorado Blvd, Suite 200
Pasadena, CA 91105
+1 8186414431

Invoice



BILL TO
Captain Victor Uvalle
Mount Dora Police Department
1300 N Donnelly St
Mt. Dora, FL 32757

SHIP TO
Captain Victor Uvalle
Mount Dora Police Department
1300 N Donnelly St
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TOTAL				89,689.34
BALANCE DUE				USD 89,689.34

WIRE TRANSFER INSTRUCTIONS

Account Name: Meridian Rapid Defense Group
Account Number: 538768117
Bank Name: Chase Bank, N.A.
ABA Routing Number: 322271627



CITY OF
MOUNT
DORA

Capital Improvement Project (CIP) Request Form

Priority #: _____

Department Division:

☒ Multiple

Fiscal Year:

GL#:

Police

2022-23

001-1710-521.64-01

Project Title:

Meridian Barriers

Type of Project: (Check all that apply)

☒ New Project

☐ Replacement

☐ Project Continuation

Project #: _____

Description, Objective and Benefits of Project:

The City of Mount Dora is a venue destination hosting over 30 special events throughout the year. Several events such as the Arts Festival, the Craft Fair, the Half Marathon and Light up Mount Dora bring tens of thousands of visitors to our City. Security is foremost at all these events. The current barricade system used in our events is obsolete. The growing risk of pedestrian assaults by malicious or innocent intentions, like losing control of a vehicle is always there. The Police Department, Fire Department and Public Works all work together in the deployment of the barricades. It is recommended that the Police Department, Fire Department and Public Works all share in the cost of securing the anti-vehicle barriers.

Needs Criteria: (Check all that apply and explain below)

☐ Building

☐ Imp. Other than Building

☒ Machinery & Equipment

☐ Land

Needs/Issues/Problems: What specific need, issue, or problem does this request address?

Protecting all visitors from potential threats and securing safety. The Archer barriers make people, communities and places safer and are used in all sectors, including stadiums and any outdoor event.

Alternatives: What alternative measures have been taken to address this need/issue/problem? Are there solutions other than adding a new project that have been utilized or considered?

Outcomes / Measurable Results: What specific outcomes are expected with this project? Describe in detail what performance measures will be used to measure the impact of the new project. How do the proposed measures compare to current measures, if different?

We are proposing the City purchase the Meridian anti-vehicle barrier system that is used by all major cities/events to make people, communities and places safer. The Archer 1200 barriers are a drop and stop Barrier solution for Hostile Vehicle Mitigation. They are modular requiring no electricity, no hydraulics or heavy equipment to move into place. They can be deployed in minutes and are certified to stop vehicles on harden surfaces like concrete and asphalt without any anchoring. The Archer 1200 barriers are the only HVM barrier system that allows for pedestrian access and emergency vehicle access when deployed. The barriers can be set up in multiple configurations and are ideal for lane mergers, lane closures, road closures, serpentine and span protection when joined by arrestor cables.

Funding Sources

Funding Sources: (Check all that apply)

- | | | | |
|--|--|--|--|
| ☐ General Fund | ☐ Water & WW Fund | ☐ Stormwater Utility Fund | ☐ Electric Utility Fund |
| ☐ Northeast CRA | ☐ Downtown CRA | ☐ Debt (SRF loan, lease) | ☐ Grant (federal, state, local) |
| ☐ Other Funds | ☐ FDOT | ☐ Donation/Contribution | |

Impact Fees: ☐ Wastewater ☐ Water ☐ Parks ☐ Fire ☐ Police ☐ Library

Funding Sources	2022-23	2023-24	2024-25	2025-26	2026-27
Transfer between projects	\$ -	\$ -	\$ -	\$ -	\$ -
Debt/Borrowed Funds	-	-	-	-	-
General Fund	89,689	-	-	-	-
Enterprise Fund	-	-	-	-	-
Other Fund	-	-	-	-	-
Grant	-	-	-	-	-
Total	\$ 89,689	\$ -	\$ -	\$ -	\$ -

Project Costs

Estimated Project Costs

Description	Five Year Schedule					Total 5 Year Cost
	2022-23	2023-24	2024-25	2025-26	2026-27	
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-
Engineering	-	-	-	-	-	-
Construction	-	-	-	-	-	-
Vehicle & Equipment	89,689	-	-	-	-	89,689
Other	-	-	-	-	-	-
Contingency	-	-	-	-	-	-
Inflation	-	-	-	-	-	-
Total Capital Costs	\$ 89,689	\$ -	\$ -	\$ -	\$ -	\$ 89,689
Estimated Operating Costs ¹						
Equipment ²	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Additional Staff ³	-	-	-	-	-	-
Other (describe below)	-	-	-	-	-	-
Total Operating Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Costs	\$ 89,689	\$ -	\$ -	\$ -	\$ -	\$ 89,689

Other Costs:

¹ Are the estimated operating costs listed above included in your budget?

² Machinery & Equipment requests require Request Justification.

³ New Staff positions require Personnel Requisition Form and must be submitted to Human Resources.

Finance Department Use Only

☐ Approved

☐ Denied

Comments:



CITY OF
MOUNT
DORA

CITY OF MOUNT DORA

REQUEST FOR A SOLE SOURCE PROCUREMENT

NOTE: This form is to be used for items that are available from only one source and there are no alternates. Forward to the Purchasing Department thirty (30) days prior to actual need.

Date Submitted: 04/29/2022 Requesting Division/Department: Police Department/1710

Contact Person: Deputy Chief Michael Gibson Telephone Number: (352) 735-7194 ext. 2006

Commodity / Service Request: Meridian Barriers

Describe the commodity or service and its function: The Archer barriers make people, communities and places safer and are used in all sectors, including stadiums and any outdoor event.

Cost of Commodity or Service: \$ 89,689.34

Vendor Name: Meridian Rapid Defense Group Contact Name: Eric Alms

Address: 177 E. Colorado Blvd., Suite 200 City/State/Zip: Pasadena, CA 91105

Contact Phone Number : (818) 641-4431 Contact E-Mail Address: ealms@meridian-barrier.com

Initial below:

This purchase is clearly and legitimately limited to a Sole Source because the commodity or service is:

Item(s) are available from only one source and there are no alternates:

Initials

Attach vendor documentation certifying that the vendor is the only source for the commodities or services in question or holds the production, copyrights, trademark, and/or patent to the item.

Check the following statement(s) that apply:

- ☒ The vendor holds the exclusive distribution rights for the item in question.
- ☒ Vendor documentation attached.
- ☐ The item to be purchased is the only item compatible with existing equipment owned by the City.
- ☐ Vendor documentation attached.
- ☒ The vendor is the sole provider of the goods or services which have unique characteristics essential to the needs of the program to perform the intended function and no other goods or service will be suitable for use by the City.
- ☒ Vendor documentation attached.

What steps were taken to verify that these features are not available elsewhere?

- ☐ Other brands/manufacturers were examined (please list names, phone numbers, and explain why they are not suitable for use by the City. Attach additional pages as necessary): _____
- ☐ Other vendors were contacted (please list names, phone numbers and explain why those contacted would not meet the needs of the City. Attach additional pages as necessary): _____
- ☒ State why this is the only source for the required commodity or service (attach additional pages as necessary): MERIDIAN IS THE INDUSTRY LEADER IN VEHICLE BARRICADES.

MERIDIAN IS THE ONLY PRODUCER OF THIS PRODUCT. OTHER LOCAL CITIES WILL ALSO HAVE THESE BARRICADES ALLOWING THE CITY TO CO-MINGLE BARRICADES FROM OTHER CITIES.

I certify that to the best of my knowledge, this request is a sole source and the information provided herein is accurate and truthful.

[Signature]
Requester's Signature

5/10/2022
Date

[Signature]
Office Head/Department Director's Signature

5/11/2022
Date

For Purchasing Use Only

Date Received in Purchasing: _____ Purchasing Department Tracking Number: _____

Requesting Department: _____

Commodity / Service Request: _____

Purchasing Manager: _____

Verified that this request is the only source. Yes ☐ No ☐

Is Council Approval Required? Yes ☐ No ☐

Was this Procurement Posted on the Internet? Yes ☐ No ☐

Comments: _____

Finance Director Signature

Date

Approved ☐

Denied ☐

NOTE: Section 838.22 Florida Statutes, it is unlawful (second degree felony) for a public servant with corrupt intent to obtain a benefit for any person (company) or to cause unlawful harm to another, to circumvent a competitive bidding process required by law or rule by using a sole-source contract for commodities or services. **Page 2 of 2**



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request authorization to change the record keeper of the City's 401(a) and 457 (b) retirement plans from Mission Square and Nationwide to Empower Retirement Financial Services Company

Introduction:

This is a request for City Council to authorize the change of the record keeper of the City's 401(a) and 457(b) retirement plans from Mission Square and Nationwide to Empower Retirement Financial Services Company.

Discussion:

On April 19, 2022 the City Council approved a piggy back agreement with Sage View Advisory Group to be our Employee Retirement Plan Fiduciary. Based on Sage View's recommendation, the City would like to change the Record Keepers of our 401(a) and 457(b) plans from Mission Square and Nation Wide to Empower Retirement Financial Services Company. This move will reduce plan fees to our employees and likely increase rates of return on employee investments.

Budget Impact:

None

Strategic Impact:

Attract and maintain City Human Resources through competitive compensation and benefits.

Recommendation:

City Council approve this item.

Attachment(s):

1. Attachment #1 Mt Dora Retirement Plan Notification Letter

Prepared by:	Jeanann Hand, Interim City Clerk	
Reviewed by:	Sharon Kraynik, Human Resources Director	Approved - 10/31/2022
	Rita Meade, Interim Finance Director	Approved - 10/31/2022
	Aneta Barton, Budget Director	Approved - 10/31/2022
	Sherry Sutphen, City Attorney	Approved - 11/6/2022
	Jeanann Hand, Interim City Clerk	Approved - 11/7/2022
	Patrick Comiskey, City Manager	Final Approval - 11/9/2022



**CITY OF
MOUNT
DORA**

HUMAN RESOURCES DEPARTMENT

City Hall
510 N. Baker St.
Mount Dora, FL 32757

Office of the City Manager
352-735-7126
Fax: 352-383-4801

Customer Service
352-735-7105
Fax: 352-735-2892

Finance Department
352-735-7118
Fax: 352-735-1406

Human Resources
352-735-7106
Fax: 352-385-2450

Planning and Development
352-735-7112
Fax: 352-735-7191

City Hall Annex
900 N. Donnelly St.
Mount Dora, FL 32757

Parks and Recreation
352-735-7183
Fax: 352-735-3681

Public Safety Complex
1300 N. Donnelly St.
Mount Dora, FL 32757

Police Department
352-735-7130
Fax: 352-383-4623

Fire Department
352-735-7140
Fax: 352-383-0881

Public Works Complex
1501 Robie Ave.
Mount Dora, FL 32757
352-735-7151
Fax: 352-735-1539

W. T. Bland Public Library
1995 N. Donnelly St.
Mount Dora, FL 32757
352-735-7180
Fax: 352-735-0074

Website:
www.cityofmountdora.com

October 25, 2022

Re: City of Mt. Dora 401(a) and 457(b) Plan Important Updates

The City of Mt. Dora is pleased to share some exciting enhancements to the 401(a) Defined Contribution and 457(b) Deferred Compensation Plans. With the support and advice of our fiduciary investment advisor, the City has completed a thorough benchmarking analysis of these retirement plans to ensure the costs associated with these, and the investment options offered to all employees are competitive in the marketplace. After careful review, we will be providing a recommendation at the **November 15, 2022** city council meeting to consolidate and transfer the 401(a) Defined Contribution and 457(b) Deferred Compensation retirement plans to a single provider – Empower.

As you may be aware, the City currently has Nationwide Retirement as the record-keeper provider of one of the 457(b) Deferred Compensation Plans and MissionSquare as a record-keeper provider of another 457(b) Deferred Compensation Plan as well as the 401(a) Defined Contribution Plan (for those eligible). Our fiduciary investment advisor, SageView Advisory Group, benchmarked the Plan costs and evaluated pricing proposals from several providers including MissionSquare, Nationwide and others to find not only a cost competitive provider but one that provides tools and resources to better assist employees and help you plan for your retirement.

Before the recommendation is made to the City Council, we want to share some information that led to this decision and an important note that may impact your account:

	Current Recordkeeping Cost	Current Weighted Investment Expenses
Nationwide Retirement	0.81%	0.97%*
MissionSquare	0.99%	1.29%

**Based on the assets that invested, which excludes the Nationwide Fixed Account.*

	New Recordkeeping Cost	Expected Weighted Investment Expense
Empower	0.18%	0.23%

These costs, whether or not are directly disclosed on your accounts, are costs incurred by the participants in the Plans.

NATIONWIDE PARTICIPANTS – PLEASE READ

If you have a balance in the Nationwide Fixed Account, due to the current interest rate environment, those balances will not be transferring over immediately, to avoid any negative penalties. Those balances will be transferring over a 60-month (5 year) period from Nationwide, per their contract. You may choose to transfer money, based on your current restrictions, and if you are retired or no longer employed by the City, will be able to request a distribution if you wish to do so.

Consideration of a competitive stable value/capital preservation option has been an integral part of this process. The new option that will be available once the Plan has transitioned to Empower is the following:

- Prudential Guaranteed Interest Fund: Current rate as of October 2022 is 2.70% (resets every 6 months)

The change in record-keepers will provide enhanced services and a broad range of educational tools to help improve retirement readiness for all employees. The transition to Empower will not be effective until approximately 90 days once approved. Once the transition has started, there will be several pieces of communication along the way, and the SageView Advisory Group advisors will be on site to provide further guidance and answer any questions you may have.

We are excited about these enhancements to this very important benefit and are very much looking forward to it. In the meantime, employees will continue to access their accounts and transact with Nationwide or MissionSquare.

If you have any questions, please contact Natasha Vega, Benefits Specialist or Sharon Kraynik, HR Director.

Thank you,

Sharon Kraynik
Human Resources Director



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request Approval of Amendment 2 to Professional Grounds and Landscaping Services Agreement with Commercial Landscape Professionals, Inc., d/b/a Trimac Outdoor

Introduction:

This is a request for City Council to approve Amendment 2 to the City's Professional Grounds and Landscaping Services Agreement with Commercial Landscape Professionals, Inc., d/b/a Trimac Outdoor

Discussion:

The City signed an agreement with Commercial Landscape Professionals, Inc., d/b/a Trimac Outdoor on September 19, 2019. On May 26, 2021, Amendment 1 was approved, which defined adjustments in assigned territories, associated fees, and expiration date. With Amendment 2, the City wishes to further extend the agreement through October 31, 2023.

Budget Impact:

There is \$128,000 budgeted in GL 001-1350-572.34-10, Parks Contractual Services, for fiscal year 22-23, same as the previous fiscal year.

Strategic Impact:

Keeping parks and City properties well maintained is an essential part of providing quality, safe public facilities.

Recommendation:

Staff recommends City Council approve Amendment 2 to the City's Professional Grounds and Landscaping Services Agreement with Commercial Landscape Professionals, Inc., d/b/a Trimac Outdoor.

Attachment(s):

1. Amendment 2-Trimac Outdoor

Prepared by: Jeanann Hand, Interim City Clerk

Reviewed by: Troy Shonk, Parks & Recreation Director
Aneta Barton, Budget Director
Sherry Sutphen, City Attorney
Jeanann Hand, Interim City Clerk
Patrick Comiskey, City Manager

Approved - 11/4/2022

Approved - 11/7/2022

Approved - 11/9/2022

Approved - 11/9/2022

Final Approval - 11/9/2022

**1AMENDMENT 2 TO AGREEMENT BETWEEN
CITY OF MOUNT DORA AND COMMERCIAL
LANDSCAPE PROFESSIONALS, INC. D/B/A TRIMAC OUTDOOR**

THIS AMENDMENT is made by and between City of Mount Dora, 510 N. Baker Street, Mount Dora, Florida 32757, hereinafter referred to as “CITY” and Commercial Landscape Professionals, Inc. d/b/a Trimac Outdoor, 1579 Wild Fern Drive, Fleming Island, Florida 32003 hereinafter referred to as “CONTRACTOR”.

WITNESSETH

WHEREAS, on September 19, 2019, the CITY executed an Agreement with the CONTRACTOR to provide professional grounds and landscaping services for the CITY stemming from ITB-19-LS-030, and on May 26, 2021, the CITY approved Amendment 1, hereinafter collectively referred to as “Agreement”; and

WHEREAS, the parties have determined that it is in their mutual best interest to further amend the Agreement.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the CITY and CONTRACTOR agree as follows:

1. Section 2, Term, is hereby extended through October 31, 2023.
2. All other the terms and conditions of the Agreement shall remain in full force and effect, and to the extent of any conflict between this Amendment 1 and the Agreement between the parties, this Amendment 2 shall prevail.

IN WITNESS WHEREOF, the parties hereto have set their hands and seal this ____ day of _____, 2022.

CITY OF MOUNT DORA

CRISSY STILE, MAYOR

ATTEST:

For the use and reliance of City of Mount Dora only. Approved as to form and legal sufficiency.

Jeanann Hand, Interim City Clerk

Sherry G. Sutphen, City Attorney

CONTRACTOR

Trimac Outdoor
Print: Josh Fletcher

Title: President

STATE OF FLORIDA
COUNTY OF Clay

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization of Josh Fletcher, as President, of Commercial Landscape Professionals, Inc. d/b/a Trimac Outdoor, who personally swore or affirmed that he/she is authorized to execute this Agreement and thereby bind the Corporation, and who is personally known to me or who produced as identification, and who did/did not take an oath this 1st day of November, 2022.

(stamp)

Shannon V. Leigh
NOTARY PUBLIC, State of Florida





510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request Authorization to Apply for The Florida Department of Economic Opportunity's ("DEO") Florida Office of Broadband ("Office") Broadband Opportunity Program Grant

Introduction:

This is a request for authorization to apply for The Florida Department of Economic Opportunity's ("DEO") Florida Office of Broadband ("Office") Broadband Opportunity Program Grant for the construction of the Community Resource and Recreation Center.

Discussion:

Broadband Opportunity Program: Per section 288.9962, Florida Statutes, the Broadband Opportunity Program was established with the Office of Broadband. This grant program, funded at \$400 million, provides funding for the installation and deployment of broadband Internet infrastructure in unserved Florida communities, providing valuable telehealth, economic, educational, and workforce development opportunities to offer a brighter future for all Floridians.

For the third program, the Office will use funding to build and improve Multi-Purpose Community Facility (MPCF) Projects. Priority will be given to areas of the state with low to moderate incomes as identified by the U.S. Department of Housing and Urban Development (HUD) data. The highest priority will be given to areas with no or inadequate community facilities. Communities will be encouraged to submit plans that include spaces for community recreational activities and other services. Monitoring plans will be developed to ensure that communities requesting funding for MPCF Projects are not receiving funding from other programs funding similar projects in the community.

With City Council approval, staff intended to apply for the maximum grant award of \$5 million for a single project to partially fund the construction of the Community Resource and Recreation Center. The remaining cost of the construction project will be funded with Northeast CRA debt

proceeds and private donations. The estimated cost of the facility is \$12 million.

Budget Impact:

None at this time. Budget amendment(s) are forthcoming depending upon funds being awarded.

Strategic Impact:

Goal 1: Economic Development, Goal 2: Infrastructure / Public Safety.

Recommendation:

City Council approve the Request to Apply for The Florida Department of Economic Opportunity's ("DEO") Florida Office of Broadband ("Office") Broadband Opportunity Program Grant for the Community Resource and Recreation Center

Attachment(s):

Prepared by:	Adam Sumner, CRA Administrator	
Reviewed by:	Vince Sandersfeld, Planning and Development Director	Approved - 11/1/2022
	Jim Faulkner, Director of Information Technology	Approved - 11/1/2022
	Aneta Barton, Budget Director	Approved - 11/1/2022
	Sherry Sutphen, City Attorney	Approved - 11/6/2022
	Jeanann Hand, Interim City Clerk	Approved - 11/7/2022
	Patrick Comiskey, City Manager	Final Approval - 11/9/2022



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request Authorization to Apply for The State and Local Cybersecurity Grant Program

Introduction:

This is a request for authorization to apply for The State and Local Cybersecurity Grant Program.

Discussion:

The State and Local Cybersecurity Grant Program provides funding to eligible entities to address cybersecurity risks and cybersecurity threats to information systems owned or operated by, or on behalf of, state, local, or tribal governments. The City initially received the Notice of Funding (NOFO) on Wednesday, October 26, 2022 with a filing deadline of November 1, 2022 at 5:00PM. The application was submitted on October 31, 2022.

Pursuant to Florida Statutes 119.0725, Agency cybersecurity information, the information contained within the application is exempt from public meetings and public records disclosure.

Budget Impact:

The majority of activities included within the application are currently funded. Cost Share Requirement is 10%

Strategic Impact:

Infrastructure and Public Safety

Recommendation:

City Council approve the request to apply for The State and Local Cybersecurity Grant Program.

Attachment(s):

Prepared by: Jeanann Hand, Interim City Clerk

Reviewed by: Jim Faulkner, Director of Information Technology
Aneta Barton, Budget Director
Sherry Sutphen, City Attorney
Jeanann Hand, Interim City Clerk
Patrick Comiskey, City Manager

Approved - 11/1/2022

Approved - 11/1/2022

Approved - 11/6/2022

Approved - 11/7/2022

Final Approval - 11/9/2022



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request Approval of Meeting Minutes

- November 1, 2022 City Council Regular Session

Introduction:

This is a request for City Council to approve meeting minutes.

Discussion:

The City Clerk prepares minutes and presents them to City Council as an opportunity to make suggestions or corrections prior to final approval.

Budget Impact:

N/A

Strategic Impact:

N/A

Recommendation:

City Council to approve Meeting Minutes.

Attachment(s):

1. November 1, 2022 Regular City Council Minutes_DRAFT

Prepared by: Jeanann Hand, Interim City Clerk

**CITY OF
MOUNT DORA, FLORIDA
CITY COUNCIL
MINUTES**



**November 1, 2022
City Hall
510 N. Baker St.
Mount Dora, FL 32757**

CALL TO ORDER

Having been duly advertised as required by law, Mayor Crissy Stile called the Regular Session of City Council to order at 6:00 P.M. in the Mount Dora Council Chambers.

MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

Councilmember Cataldo led a Moment of Silence and Pledge of Allegiance to the Flag.

ROLL CALL

Members Present

Crissy Stile, Mayor
Marc Crail, Vice-mayor
John Cataldo, District 1
Cal Rolfson, District 2
Austin Guenther, District 3
Nate Walker, District 5
Doug Bryant, At-Large

Also Present

Patrick C. Comiskey, City Manager
Sherry G. Sutphen, City Attorney
Jeanann Hand, Interim City Clerk

PRESENTATIONS

1. Mount Dora Fun Fact

Mayor Stile presented information on the Tabernacular, a 1,500 seat auditorium built in 1888 between Lake Dora and Lake Gertrude, where the popular Mount Dora Chautauques were held. A captioned photo is attached to the minutes as EXHIBIT A.

PUBLIC COMMENTS

Mayor Stile opened public comment.

Chuck Deffes, 326 East Seventh Avenue, spoke about the Simpson Farmhouse windows and the value of the glass. He suggested the contractor removing the glass appear before the Historic Preservation Board.

Mayor Stile closed public comment.

APPROVAL OF AGENDA

***MOTION BY COUNCILMEMBER WALKER TO APPROVE THE AGENDA;
COUNCILMEMBER ROLFSON SECONDED THE MOTION. MOTION APPROVED BY
A UNANIMOUS VOICE VOTE.***

BOARD APPOINTMENTS

1. Planning and Zoning Commission, District 2

Councilmember Rolfson nominated Barbara Cowherd Tietmeyer to replace Rebecca Carter on the Planning and Zoning Commission.

ALL MEMBERS APPROVED BY UNANIMOUS VOICE VOTE THE APPOINTMENT OF BARBARA COWHERD TIETMEYER TO THE DISTRICT 2 SEAT ON THE PLANNING AND ZONING COMMISSION.

CONSENT AGENDA

1. Request Adoption of **Resolution No. 2022-70**, Approval for Light Up Mount Dora Fireworks Display
2. Request Authorization to Purchase Fiber Optic Equipment and Installation from Precision Contracting Services, Inc., in the Amount of \$510,032.18, to Extend Fiber From the Existing Fiber Trunk to the New Fire Station #35, Wastewater Treatment Plant #1, Perc Ponds (for Solar Farm) Near Fire Station #35, Lateral Extension to the Parking Garage and to Complete the Fiber Move to Underground on Royellou as Part of the Electric Department Underground Project
3. Request Approval of Meeting Minutes
 - October 11, 2022 City Council Work Session
 - October 18, 2022 City Council Regular Session

MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE CONSENT AGENDA; COUNCILMEMBER GUENTHER SECONDED THE MOTION. MOTION APPROVED BY A UNANIMOUS VOICE VOTE.

ACTION ITEMS

1. Direction related to proposed language revision to Joint Planning Agreement (JPA) with Lake County

Ms. Sutphen and Councilmembers spoke about the county's notice of termination, and the timelines and processes of the governing bodies involved. They considered various plans for moving forward, and evaluated their impact on development, annexation, and future interlocal relations. Ms. Sutphen recommends the city to request withdrawal of the county's notice of termination and ask the county to consider the City's proposed language. Once the language is agreed upon by both parties, it could be brought forward as an amendment.

The City's proposed language change removes the requirement for annexation. Ms. Sutphen noted the City can support a covenant to annex. Questions were answered regarding the language of the agreement. Mayor Stile requested a promptly scheduled City Council Work Session in order to truly represent the wishes of the Council at county meetings. Councilmember Rolfson supported the request for a Work Session.

Mayor Stile opened public comment.

No one spoke.

Mayor Stile closed public comment.

MOTION BY COUNCILMEMBER ROLFSON TO ACCEPT THE RECOMMENDATION OF THE CITY ATTORNEY REGARDING REVISIONS TO THE JOINT PLANNING AGREEMENT AS THE CITY ATTORNEY EXPLAINED, AND DIRECT THAT THE MAYOR COMMUNICATE THE REVISIONS TO THE COUNTY BY LETTER, AND AUTHORIZE A NEGOTIATION PROCESS BETWEEN THE CITY ATTORNEY AND COUNTY ATTORNEY; COUNCILMEMBER BRYANT SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

YES Councilmember Rolfson
Councilmember Bryant
Councilmember Cataldo
Councilmember Guenther
Councilmember Walker
Vice-mayor Crail
Mayor Stile

NO None

City Attorney Sutphen requested the letter come from the Mayor and be directed to Chairman Parks. Ms. Supthen will send a copy of the letter to County Attorney Melanie Ann Marsh.

Councilmember Bryant stated the motion is the City's best option, presently.

2. City Manager Annual Review

City Attorney Sutphen explained the document summarizing the scoring and comments of the Councilmembers' evaluation forms. The City Attorney's summary document is attached to the minutes as EXHIBIT B.

Councilmember Rolfson recommended a ten percent increase in compensation effective at the beginning of the 2022-2023 fiscal year.

Mention was made of the salaries of City Managers from neighboring cities, and other reference points for salary determination.

MOTION BY COUNCILMEMBER ROLFSON, PURSUANT TO THE CITY COUNCILMEMBERS' EVALUATIONS, AND PURSUANT TO THE HIGH STANDARDS SEEN IN THE EVALUATION THAT CITY MANAGER COMISKEY HAS UNDERTAKEN IN THE PAST YEAR, TO GRANT AN ADJUSTMENT UPWARD OF TEN PERCENT OF HIS CURRENT SALARY AND THAT IT BE EFFECTIVE OCTOBER 1ST OF THE BEGINNING OF THE FISCAL YEAR; COUNCILMEMBER GUENTHER SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

YES Councilmember Rolfson
Councilmember Guenther
Councilmember Cataldo
Councilmember Bryant
Councilmember Walker
Vice-mayor Crail
Mayor Stile

NO None

Councilmember Walker requested the City Manager's current salary be noted for the record. Mr. Comiskey confirmed a current salary of \$170,000.00.

Councilmember Rolfson remarked upon a document listing the City Manager's accomplishments and invited viewing of the document, which is attached to the minutes as EXHIBIT C.

PUBLIC HEARINGS - RESOLUTIONS/ORDINANCES

1. Request Adoption of the Single Reading (Final/Adoption) **Ordinance No. 2022-18**, Small-Scale Future Land Use Map Amendment for Green Wheat LLC and Donnelly LLC (1.14 Acres)

City Attorney Sutphen read Ordinance No. 2022-18 by title only.

ORDINANCE NO: 2022-18

**AN ORDINANCE OF THE CITY OF MOUNT DORA,
FLORIDA, PERTAINING TO A CHANGE IN FUTURE
LAND USE DESIGNATION AND AMENDMENT TO
THE FUTURE LAND USE MAP OF THE FUTURE
LAND USE ELEMENT OF THE CITY OF MOUNT
DORA COMPREHENSIVE PLAN 2045; PROVIDING
FOR LEGISLATIVE FINDINGS AND INTENT;
PROVIDING FOR APPROVAL OF CHANGE IN
FUTURE LAND USE DESIGNATION AND
AMENDMENT TO FUTURE LAND USE MAP;
PROVIDING FOR THE IMPLEMENTATION OF
ADMINISTRATIVE ACTIONS; PROVIDING A
SAVINGS CLAUSE; PROVIDING FOR NON-
CODIFICATION AND SCRIVENER'S
ERRORS; PROVIDING FOR CONFLICTS;
PROVIDING FOR SEVERABILITY; AND PROVIDING
AN EFFECTIVE DATE.**

City Manager Comiskey introduced Planning Director Vince Sandersfeld, who explained the item is a companion to the annexation that occurred a couple of months ago. He stated that the next agenda item would be the related zoning assignment. The process matches what the county has as a cleanup annexation process. The process meets the requirements in the City's Comprehensive Plan for land use.

The applicant was available to answer questions.

Mayor Stile opened public comment.

No one spoke.

Mayor Stile closed public comment.

***MOTION BY VICE-MAYOR CRAIL TO ADOPT ORDINANCE NO. 2022-18,
SMALL-SCALE FUTURE LAND USE MAP AMENDMENT FOR GREEN WHEAT
LLC AND DONNELLY LLC (1.14. ACRES); COUNCILMEMBER GUENTHER
SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.***

YES Vice-mayor Crail
Councilmember Guenther
Councilmember Cataldo
Councilmember Bryant
Councilmember Rolfson
Councilmember Walker
Mayor Stile
NO None

2. Request Approval of First Reading of **Ordinance No. 2022-19**, Change in Zoning for Green Wheat, LLC and Donnelly, LLC

City Attorney Sutphen read Ordinance No. 2022-19 by title only.

ORDINANCE NO: 2022-19

AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE ZONING DISTRICT CLASSIFICATION CHANGE FOR THAT PROPERTY LOCATED EAST SIDE OF SR 44 AND SOUTH OF MEADENHALL BOULEVARD; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR ZONING DISTRICT CLASSIFICATION CHANGE; PROVIDING FOR OFFICIAL ZONING MAP AMENDMENT; PROVIDING FOR IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR NON-CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

City Attorney Sutphen confirmed the absence of ex parte communications. Planning Director Sandersfeld explained the item and its impact. He reviewed its history.

Mayor Stile opened public comment.

No one spoke.

Mayor Stile closed public comment.

MOTION BY VICE-MAYOR CRAIL TO APPROVE THE FIRST READING OF ORDINANCE NO. 2022-19, CHANGE IN ZONING FOR GREEN WHEAT LLC AND DONNELLY LLC; COUNCILMEMBER CATALDO SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

YES Vice-mayor Crail
Councilmember Cataldo
Councilmember Bryant
Councilmember Guenther
Councilmember Rolfson
Councilmember Walker
Mayor Stile
NO None

3. Request Approval of Final Reading and Adoption of **Ordinance No. 2022-26**, Amending City of Mount Dora Code of Ordinances, Chapter 2, Article VIII, Boards and Commissions, Division 1, Generally

City Attorney Sutphen read Ordinance No. 2022-26 by title only.

ORDINANCE NO.: 2022-26

AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO BOARDS AND COMMISSIONS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR AMENDMENTS TO CHAPTER 2, ARTICLE VIII, BOARDS AND COMMISSIONS, DIVISION 1, GENERALLY; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR CODIFICATION, SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

City Attorney Sutphen explained the item and the changes that had taken place since the first reading, restating that the new ordinance will allow the City to come forward with the other document revisions to make changes for consistency on this subject. The ordinance also mentions membership allowance for corporate property owners.

Discussion ensued regarding membership of business owners and property owners, and the impact of excluding interested parties who don't meet requirements. Vice-mayor Crail noted this matter may be addressed by future Councils should the terms of the proposed ordinance become a hindrance to the City at some time ahead.

Councilmembers discussed the appointment process.

Mayor Stile opened public comment.

Michell Middleton, 112 East Fifth Avenue, urged the City to give consideration to business owners.

City Attorney Sutphen emphasized the conditions named in this ordinance generally addressing boards and committees could be exempted from membership requirements for temporary boards established by Council.

Mayor Stile closed public comment.

MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE FINAL READING AND ADOPTION OF ORDINANCE NO. 2022-26, AMENDING CITY OF MOUNT DORA CODE OF ORDINANCES, CHAPTER 2, ARTICLE VIII, BOARDS AND COMMISSIONS, DIVISION 1, GENERALLY; VICE-MAYOR CRAIL SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

YES Councilmember Rolfson
Vice-mayor Crail
Councilmember Cataldo
Councilmember Bryant
Councilmember Guenther
Councilmember Walker
Mayor Stile

NO None

4. Request Adoption of **Resolution No. 2022-68**, Revising CRA Advisory Committee

City Attorney Sutphen read Resolution No. 2022-68 by title only.

RESOLUTION NO. 2022-68

A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE MOUNT DORA COMMUNITY REDEVELOPMENT AGENCY (CRA) ADVISORY COMMITTEE; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR REPEAL OF PRIOR RESOLUTION; PROVIDING FOR UPDATED AND RESTATED CRA ADVISORY BOARD; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

City Attorney Sutphen explained the resolution and its purpose, which is to dictate how membership is created for this board. She reminded Council of the intent to repeat this process with all the remaining boards and committees, although some may require specialization due to their nature.

Mayor Stile requested board and committee members receive an email regarding the changes to board membership specifications.

Board members who do not meet the new requirements will be permitted to complete their terms.

Mayor Stile opened public comment

No one spoke.

Mayor Stile closed public comment.

MOTION BY COUNCILMEMBER WALKER TO ADOPT RESOLUTION NO. 2022-68, REVISING CRA ADVISORY COMMITTEE; COUNCILMEMBER CATALDO SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

<i>YES</i>	Councilmember Walker Councilmember Cataldo Councilmember Bryant Councilmember Guenther Councilmember Walker Vice-mayor Crail Mayor Stile
<i>NO</i>	None

5. Request Adoption of **Resolution No. 2022-69**, Revising Northeast CRA Advisory Board

City Attorney Sutphen read Resolution No. 2022-69 by title only.

RESOLUTION NO. 2022-69

A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE MOUNT DORA NORTHEAST COMMUNITY REDEVELOPMENT AGENCY (NORTHEAST CRA) ADVISORY COMMITTEE; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR REPEAL OF PRIOR RESOLUTION; PROVIDING FOR UPDATED AND RESTATED NORTHEAST CRA ADVISORY BOARD; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

City Attorney Sutphen explained the resolution's purpose, noting its similarity to the

previous item's resolution, and that it is pointing back to the code just adopted with Ordinance No. 2022-26.

Councilmember Walker noted a scrivener's error.

MOTION BY COUNCILMEMBER GUENTHER TO ADOPT RESOLUTION NO. 2022-69, REVISING NORTHEAST CRA ADVISORY BOARD; COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

YES	Councilmember Guenther Councilmember Walker Councilmember Cataldo Councilmember Bryant Councilmember Rolfson Vice-mayor Crail Mayor Stile
NO	None

CITY MANAGER'S REPORT

City Manager Comiskey spoke about the purchase of decorative streetlights to maintain the City's inventory, and a sewer line fail at Pine and Simpson.

He thanked Council for their evaluations and the salary increase.

CITY ATTORNEY'S REPORT

City Attorney Sutphen reported no new lawsuits had been filed.

COMMUNICATIONS AND REPORTS

1. Council Member John Cataldo
No report.
2. Council Member Austin Guenther
Councilmember Guenther acknowledged the end of his term and thanked fellow Councilmembers, staff, and the City Manager.
3. Council Member Cal Rolfson
Councilmember Rolfson thanked Councilmember Guenther. He spoke of attending an MPO board meeting last week, where he learned of grant funding. He requested the City invite Michael Woods to the November 15h or December 6th City Council meeting.
4. Council Member Nate Walker

Councilmember Walker thanked Councilmember Guenther.

5. Council Member Doug Bryant

Councilmember Bryant thanked Councilmember Guenther. He suggested examination of Babcock Ranch in Ft. Meyers, a community which had demonstrated extraordinary resilience in bearing the brunt of Hurricane Ian. He also expressed curiosity regarding the City's carbon neutral status as mentioned in a Florida League of Cities publication.

6. Vice-mayor Marc Crail

Vice-mayor Crail thanked Councilmember Guenther. He acknowledged the importance of festivals in the City, remarking upon the success of the Craft Fair.

7. Mayor Crissy Stile

Mayor Stile thanked Councilmember Guenther. She nominated Public Information Officer Vershurn Ford to continue representing the City on the board of the Lake Community Action Agency. Councilmembers voiced support for the nomination. Interim City Clerk Hand was directed to inform the agency regarding this matter.

Mayor Stile also reported on October recycling numbers, the groundbreaking for the new Lake Cares facility, and the kickball league.

FUTURE MEETING DATES

1. November 15, 2022, 6:00 PM, Regular Session
2. December 6, 2022, 6:00 PM, Regular Session
3. December 20, 2022, 6:00 PM, Regular Session
4. January 3, 2023, 6:00 PM, Regular Session

ADJOURNMENT

MOTION BY COUNCILMEMBER GUENTHER TO ADJOURN; COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION APPROVED BY A UNANIMOUS VOICE VOTE.

There being no further business for discussion, the meeting adjourned at approximately 7:13 P.M.

CRISSY STILE, MAYOR
City of Mount Dora

JEANANN HAND
Interim City Clerk

Chautauqua - Mount Dora, Florida



THE CHAUTAUQUA about 1886

EXHIBIT B

CITY OF MOUNT DORA CITY MANAGER PERFORMANCE EVALUATION

Category	Mayor	Vice Mayor and District 4	District 1	District 2	District 3	District 5	At-Large
1. Individual Characteristics							
Diligent and thorough in duties, “self-starter”.	4	4	5	4	4	5	4
Exercises good judgment. Consistently puts aside personal views and implements Council policy and direction.	3	3	5	5	5	4	3
Displays enthusiasm, cooperation, team building and will to adapt. Responds well to requests, guidance, and constructive criticism.	3	4	5	4	4	5	4
Displays fairness and impartiality amongst employees and is receptive to constructive criticism and direction.	3	3	3	4	4	4	4
Exhibits composure, appearance and a positive attitude appropriate for executive position	4	3	5	5	5	5	5
Total	17	17	23	2	22	23	20
Comments	<i>Being new to Mount Dora Patrick has identified several areas worthy of improvement. He addresses residents and council concerns quickly.</i>			<i>I see Patrick as cordial, intelligent and attentive to the needs of the public and to Council.</i>		<i>Mr. Comiskey has always been responsive any time that I have reached out to him concerning issues in my district. He has a professional disposition and always willing to find a solution to a problem.</i>	<i>Enjoy visits with City Manager; City Manager generally responsive to requests; discussions with City Manager often stray from topic; implements Council policy direction although stubborn in regard to FS 35</i>

Category	Mayor	Vice Mayor and District 4	District 1	District 2	District 3	District 5	At-Large
2. Professional Skills and Status							
Demonstrates high ethical standards in the organization. Works to keep “politics” and personal perspectives out of the decision making process.	4	3	5	5	4	5	4
Has appropriate visibility or identity in the community.	5	4	5	5	4	4	4
Anticipates and analyzes problems to develop effective approaches for solving them.	4	3	5	5	4	4	4
Willing to try new ideas proposed by Council members.	4	3	5	4	3	5	4
Sets a professional example by handling affairs of the public office in a fair and impartial manner	4	3	5	5	4	5	4
Total	21	16	25	24	19	23	20
Comments	<i>Patrick always puts a lot of thought into decisions being made. Has always listened to new ideas, even when we differ.</i>	<i>Patrick is quite visible in the community. I think he has been helpful and willing to help resolve issues (LOMD traffic signal) of importance to me. This is refreshing.</i>		<i>I see Patrick strolling the downtown streets and attending events more than previous managers. He dresses professionally and is cordial and respectful to those he meets.</i>		<i>Mr. Comiskey has demonstrated his willingness to make decisions that are not persuaded by political motivations.</i>	<i>Feel City Manager has fit the position well in first year. Perception he has been visible appropriately although not gregarious.</i>

Category	Mayor	Vice Mayor and District 4	District 1	District 2	District 3	District 5	At-Large
3. Relations with Elected Members of the City Council							
Accepts direction / instructions in a positive manner.	4	3	3	4	5	5	4
Sets meeting agendas that reflect the guidance of the Council and keeps the City Council informed of current plans and activities of administration and new developments.	5	3	5	5	5	5	5
Reporting to the City Council is timely, clear concise and thorough.	4	3	5	5	5	5	4
Effectively aids the City Council in establishing long range goals and demonstrates interest about the Council's Vision for the City and supports the actions of the City Council after a decision is made.	4	3	5	4	4	5	3
3Carries out the directives of Council as a whole rather than those of any one Council member, but recognizes the concerns of the minority.	4	3	5	5	4	5	3
Total	21	15	23	23	23	25	19
Comments	Communication was, and from, the City Manager's Office has never been better.	I believe that we need to review and update our goals and strategic plan soon. We will soon have a new council member. I hope this will be a priority for early 2023. I also hope that now that council has voted to move ahead with 1 new and 1 renovated fire station and new public works complex, we more forward expeditiously.		He is a timely and effective guide to the council and its policies. He might consider a greater emphasis on our strategic plan when making suggestions to the council.		I believe that Mr. Comiskey has a good working relationship with all of the members of council. He accepts direction and gives feedback in a positive manner.	Other than awkward occasion (Mayor's comments in regard to interim fire chief), relationship with Council seems positive.

Category	Mayor	Vice Mayor and District 4	District 1	District 2	District 3	District 5	At-Large
4. Policy Execution							
Implements Council's actions in accordance with the intent of Council.	4	3	5	5	4	5	3
Supports the actions of the Council after a decision has been reached, both inside and outside the organization.	4	3*	5	5	4	5	3
Implements City policy fairly and consistently based upon Council decisions, goals and applicable laws and regulations. Presents matters in a factual, analytical way	4	3	5	4	5	5	4
Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.	4	3	3	4	5	4	3
Offers workable alternatives to the Council for changes in law or policy when an existing policy or ordinance is no longer practical.	4	4	3	3	5	4	4
Total	20	16	21	21	23	23	17
Comments	<i>Conversations regarding policy as directed by Council have always been productive.</i>	<i>*Again, once a clear city council decision has been made, I expect that our City Manager will accept the result and work to make council's decision to happen. I feel sure that he will because that's what pros do.</i>		<i>We don't often hear recommendations for ordinance or policy changes. Perhaps few are needed.</i>		<i>Mr. Comiskey has demonstrated that after Council has voted on an issue, he is willing to adhere to and implement the desire and direction of Council.</i>	<i>The "3's" above are not negatives, of course, but reflect an area of concern relationship with, at least some, directors and employees.</i>

Category	Mayor	Vice Mayor and District 4	District 1	District 2	District 3	District 5	At-Large
5. Reporting							
Provides regular information and reports to the Council concerning matters of importance to the local government, using the city charter as guide in a timely and effective manner.	5	3	5	5	5	5	4
Facilitates open two-way communication and encourages mutual honesty and respect with the community, Council and staff.	4	4	4	5	4	4	3
Responds to correspondence, requests and complaints quickly and appropriately	4	4	3	5	5	5	3
Always offers ideas to solve problems based on good information and sound judgment.	4	4	5	4	5	4	4
Conducts research or seeks counsel of experts to gather information needed in making a decision.	3	3	5	5	4	4	4
Total	20	18	22	24	23	22	18
Comments	Communication with council is stellar. I believe certain directors/staff carry more influence than others which can lead to decisions with incomplete information.	I think Mr. Comiskey is honest and responds to requests and complaints appropriately. This is a very important priority. I also appreciate his willingness to speak up for what he thinks is best while accepting the collective "wisdom" of City council and getting on with the work of the City.		I feel more regularly informed by Patrick than previous managers, particularly between council meetings. He listens well to suggestions I may make.		Mr. Comiskey has been diligent in keeping Council abreast concerning issues that are pending. He does a great job communication with the Board. He was very helpful during the Hurricane informing Council of the progress and restoration efforts.	Frequent update (e.g., building/development projects, hurricane debris pickup) have been much appreciated.

Category	Mayor	Vice Mayor and District 4	District 1	District 2	District 3	District 5	At-Large
6. Citizen & Community Relations							
Responsive to requests from citizens, maintaining citizen satisfaction with City Services.	5	4	5	4	4	4	4
Demonstrates a dedication to service to the community and its citizens.	4	4	5	5	4	3	4
Cooperates with neighboring communities and the county.	4	3	4	5	4	4	3
Helps the Council address future needs and develop adequate plans to address long term trends.	3	3	5	4	5	4	4
Cooperates with other regional, state and federal government agencies.	4	3	5	5	4	4	3
Total	20	17	24	23	21	19	18
Comments	<i>Great</i>	<i>I certainly appreciate his decision to cut his vacation short and hurry home to deal with Hurricane Ian. That speaks volumes.</i>		<i>While some citizen personalities are fickle and inherently judgmental, Patrick seems timely and earnest in his public communications. Many citizens have complimented him to me. Only one has not.</i>		<i>Mr. Comiskey has made some decisions related to staffing and facilities that has not been received well by many in the community. I would like to see Mr. Comiskey re-establish our community policing program.</i>	<i>Believe City Manager doing well, although I have little knowledge of City Manager's involvement and cooperation with other agencies.</i>

Category	Mayor	Vice Mayor and District 4	District 1	District 2	District 3	District 5	At-Large
7. Personnel Management							
Insures that the City's personnel, policies and practices are administered by City Department Directors and management staff in an equitable manner.	4	3	5	4	4	4	4
Develops and motivates employees so that they are increasingly effective.	4	3	5	4	4	4	3
Stays accurately informed and appropriately concerned about employee relations.	3	3	3	4	5	4	3
Monitors performance of employees, addresses disciplinary problems and takes action when warranted.	4	3	5	4	5	4	4
Promotes training and development opportunities for employees at all levels of the organization.	4	3	3	5	4	3	4
Total	19	15	21	21	22	19	18
Comments	<i>Patrick can only address employee concerns that he is aware of. I am positive that he handles complaints that he hears about fairly and with an open mind. If it doesn't make it through HR to Patrick there isn't much he can do.</i>	<i>I have been pleased to note Mr. Comiskey's willingness to promote from within when appropriate. I hope we can proceed with the work to fill open director positions.</i>		<i>I don't feel as equipped to judge this category since I don't interact with his staff daily. However, I have heard few concerns expressed to me. The City has highly effective and competent directions and staff in my view.</i>		<i>We have several vacant Director positions that have not been filled.</i>	<i>Hope that the "issues" of the PD and FD will be addressed and reasonable resolved, morale will improve, as well as service. We are not at a critical juncture yet and do not want to reach that point.</i>

Category	Mayor	Vice Mayor and District 4	District 1	District 2	District 3	District 5	At-Large
8. Fiscal Management							
Prepares a balanced budget to provide services at a level directed by Council.	4	4	5	5	5	5	5
Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively.	4	4	5	5	5	5	4
Prepares a budget and budgetary recommendations in an intelligent and accessible format.	4	4	5	5	5	5	4
Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and Accountability.	4	3	5	5	5	5	5
Appropriately monitors and manages fiscal activities of the organization.	4	3	5	5	5	5	4
Total	20	18	25	25	25	25	22
Comments	<i>Great</i>	<i>Fiscal management seems to be an area of strength for our City Manager. He has put together an excellent new team that I think has done an excellent job on the most recent budget building process.</i>		<i>This year's budget process is an excellent example of the care taken by Patrick to present a balanced budget to the council, through competent directors and staff.</i>		<i>Mr. Comiskey and his team did a great job with preparing the budget. The workshops were productive and efficient. It allowed Council to give direction and receive input in a relaxed, yet professional atmosphere.</i>	<i>Changes to budget format and presentation have been helpful. Personally, I feel confident (and secure) with our budgetary personnel and process.</i>

**Narrative Evaluation
Mayor**

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

1. *Communication has been outstanding.*
2. *Patrick and his family are well involved in the community and very approachable.*
3. *Patrick makes time for any person with questions/concerns.*

What performance area(s) would you identify as most critical for improvement?

1. *I'm a huge fan of promoting from within and would love to see the focus on grooming employees for promotion when earned.*
2. *At times there has been an opportunity to spread the focus to more than one project/issue/event happening within the City. Would be helpful to avoid being hyper focused on just one thing.*

**Narrative Evaluation
Vice-Mayor and District 4**

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

1. *Good job on the FY2022-23 budget process and staff selection, especially in light of inflation and rising interest rates.*
2. *It is critically important that we quickly and effectively move forward with long overdue projects. He is working hard to fast track long delated capital projects.*

What performance area(s) would you identify as most critical for improvement?

1. *Continue building positive professional relationships with employees and council members.*
2. *The building height Charter Amendment has created a rift in Mount Dora. Mr. Comiskey has not been responsible for that rift, he inherited it. Bringing the community together moving forward will be important and no east task. I can foresee a good deal of finger-pointing as a result of possible lawsuits.*

**Narrative Evaluation
District 1**

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

His "follow-through" is a definite strength and his communication skills especially during the hurricane, reporting damage and clean-up was top notch.

What performance area(s) would you identify as most critical for improvement?

Being more tactful, sometimes too direct with his conversation.

**Narrative Evaluation
District 2**

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

1. *He has kept his recommendations to council within budget constraints.*
2. *He has retained highly competent staff and directors.*
3. *His "door" is always open – to all.*
4. *He has a depth of experience as a guide.*
5. *See my previous written remarks. His professional demeanor is excellent.*

What performance area(s) would you identify as most critical for improvement?

1. *He might consider more "teaching" experiences for council at each council meeting and at special workshops.*
2. *He might take more of a lead at council meetings in explaining pending issues, but delegating to competent directors to explain issues is also a good quality of trust and leadership.*

**Narrative Evaluation
District 3**

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

I believe that the City Manager's fiscal responsibility and communication with the community are his biggest strengths. He has been handed a series of difficult challenges as a result of the direction of the majority of council, and has handled them ore than appropriately. Through presenting multiple options for the fire station, the personnel dilemmas, and increasing utility rates he has attempted to implement options that would be in the best interest of the City, but was voted down unfortunately.

What performance area(s) would you identify as most critical for improvement?

I believe that this will come with more time in the position, but there is room for improvement in offering opinions and recommendations himself to council at the meetings. Recently he has done so, even though the council voted down, and it was a positive change in my view. His job is to be the CEO of the entire City, and his viewpoint is and should be considered more often during these large decisions. I believe that he truly has the City's best interests at heart, and in voicing those interests to the public it would create a more clear direction for the City.

**Narrative Evaluation
District 5**

What would you identify as the manager's strength(s), expressed in terms of the principle results achieved during the rating period?

Mr. Comiskey has demonstrated that he has the knowledge and skills to lead the city into the future. He is insightful and courteous and has always made himself available to Council to discuss our individual goals as well as the goals of the entire board. It has been a pleasure to partner with Mr. Comiskey as we serve the residents of Mount Dora.

What performance area(s) would you identify as most critical for improvement?

In my estimation Mr. Comiskey has done a great job for the residents of Mount Dora. I would like to see the vacant Director positions get filled. I hope that Mr. Comiskey will ensure that he sets an environment that is conducive for his staff to give honest and open feedback even if their ideas are not in agreement with his. I think there is a great need to reinstitute our community policing program.

Narrative Evaluation
At-Large

What would you identify as the manager’s strength(s), expressed in terms of the principle results achieved during the rating period?

City Manager has proved to be personable, pleasant, calm, experienced, responsive.
Appropriate focus of time and energy on issues of particular importance to Council and community.

What performance area(s) would you identify as most critical for improvement?

Although City Manager manages issues generally well, MAY need more focus on management of personnel (relationship to team (directors) and, indirectly, all employees.

DRAFT

EXHIBIT C



Accomplishments – FY 2021-22

- ✓ Finance Department reorganized
 - Created Budget Director position hiring existing staff member to streamline and focus the budget process
 - Delivered a balanced budget with unchanged millage rate
 - Elevated Assistant Finance Director, separating the budget focus and not replacing the former position
- ✓ Leisure Services reorganized
 - Library allowed to function independently as its own department, as the second busiest Library in the County
 - Parks & Recreation allowed to focus operations on park upkeep/beautification and recreational programs
 - Recognized savings of more than \$100,000 in personnel costs
- ✓ Worked with staff to provide 5% raise for all employees
- ✓ Worked with staff to provide an additional 5% raise for firefighters (10.25% effective annual increase)
- ✓ Secured with staff assistance an independent Internal Affairs (IA) investigator for Police Department
- ✓ Worked with staff to identify unregistered rentals/Airbnb units to pursue for future registration/enforcement action
- ✓ Worked with staff to create a Tree Committee/Arborist system to prepare and implement tree planting, removal and trimming
- ✓ Worked with Acting Fire Chief to initiate pre-fire planning and inspections of commercial property by all firefighters
- ✓ Worked with Acting Fire Chief and Water Superintendent to initiate fire hydrant testing by firefighters
- ✓ Worked with Special Events Coordinator to established the Mount Dora Music Hall (formerly the Mount Dora Community Building auditorium) to promote/attract use of the facility
- ✓ Worked with Special Events Coordinator to successfully hosted Mount Dora Bicycle Fest following translation from Chamber-run event to City-run event
- ✓ Reviewed bond funded projects with staff and received Council approval to limit the scope of the projects to realize project cost avoidance and savings of an estimated \$15.5 million to Mount Dora residents and businesses
- ✓ Worked with FDOT leadership to secure a commitment to place a new traffic signal at Lakes of Mount Dora Boulevard, as well as installation of temporary signal until the permanent signal is installed
- ✓ Worked with staff to obtain State appropriations for stormwater project
- ✓ Working with State officials to secure funding for Northeast Resource and Recreation Center; needs assessment underway
- ✓ Worked with staff, volunteers and City Attorney to resolve Heroes Foundation issues
- ✓ Completed IT Risk & Vulnerability Assessment with Homeland Security
- ✓ Worked with staff to obtain funding commitments for Donnelly Street drainage and slope stabilization

- ✓ Entered into agreement to purchase power from OUC, resulting in comparatively lower power costs
- ✓ Paid off vehicle leases with Enterprise and Bancorp totaling approximately \$715,000
- ✓ Developed and executed Florida Cities Week programming with staff
- ✓ Worked with staff to set an appropriate cost recovery electric rate
- ✓ Working with staff to address erosion issues at the new Mountain Bike Park
- ✓ Worked with HR and Budget staff to complete an inventory of City vehicles, resulting in removing 14 vehicles from the City's insurance policy
- ✓ Reduced staffing in Clerk's office
- ✓ Projects:
 - Initiated/Underway
 - Palm Island Kayak & Canoe Launch
 - Fire Station 35
 - Cauley Lott Park
 - Summerview Park Pickleball Courts (Dedicated Monies in March 2022)
 - Triangle Elementary Joint Use Playground
 - Public Works Facility
 - WWTP#1 Expansion
 - Evans Lake Fountain
 - Lincoln Avenue Pool Phase 2
 - Completed
 - Pedestrian crossing improvements
 - Utility undergrounding at Royellou Way
 - WWTP#2 Odor Control
 - Overlook Drive Baffle Box #1
 - Children's Library Expansion
 - Donnelly Park Pavilion
 - Budgeted for FY 2022-23
 - Frank Brown Park expansion
 - Simpson Farmhouse expansion
 - Forest Preserve
 - Downtown Streetscape Repair & Enhancement
 - Parking Solutions
 - Community Resource & Recreation Center
 - Park at Lancaster by Villages at Loch Leven (District 4)
 - Restrooms at Lincoln Park
 - City Hall Roof Replacement
 - 4th Avenue Dock Rebuild
 - City Hall Expansion for Building Division
 - WWTP#2 Expansion
 - Utility undergrounding at Dora Drawdy Way



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request Adoption of **Resolution No. 2022-74**, FY 2021-22 Year End Budget Amendment

Introduction:

This is a request for the City Council to approve Resolution No. 2022-74, Fiscal Year 2021-22 Year End Budget Amendment.

Discussion:

Section 166.241(4), Florida Statutes provides in part that "The governing body of each municipality at any time within a fiscal year or within 60 days following the end of the fiscal year may amend a budget for that year." Generally speaking, the City Council is only required to take action in those instances where the total appropriations (i.e. expenditures) within a fund are changed (either increased or decreased). Section 166.241(4)(c), Florida Statutes provides in part that "the budget amendment must be adopted in the same manner as the original budget unless otherwise specified in the municipality's charter."

The resolution provided for your consideration tonight, together with the accompanying attachment, satisfies that provision. Authority for moving funds between line items in a fund, where the total amount budgeted for that fund is not changed, is vested with the City Manager.

Budget Impact:

Establish the Final Year End Budget for Fiscal 2021-22 budgeted for the General Fund, Special Revenue, Debt Service, Capital Improvement, Enterprise and Internal Service funds per Exhibit "A."

Strategic Impact:

Financial and Economic Sustainability.

Recommendation:

The City Council approve Resolution Number 2022-74.

Attachment(s):

1. Reso No. 2022-74, Year End Budget Adjustment
2. Exhibit A Reso 2022-74

Prepared by: Aneta Barton, Budget Director

Reviewed by: Aneta Barton, Budget Director
Rita Meade, Interim Finance Director
Sherry Sutphen, City Attorney
Jeanann Hand, Interim City Clerk
Patrick Comiskey, City Manager

Approved - 10/31/2022

Approved - 10/31/2022

Approved - 11/6/2022

Approved - 11/7/2022

Final Approval - 11/9/2022

RESOLUTION 2022-74

A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE YEAR-END BUDGET ADJUSTMENTS FOR FISCAL YEAR 2021-22; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF YEAR-END BUDGET ADJUSTMENTS; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on September 21, 2021, the City of Mount Dora, adopted Resolution 2021-94, approving the City's total operating budget for Fiscal Year 2021-22; and

WHEREAS, the City of Mount Dora adopted Resolution 2021-121, on December 21, 2021; Resolution 2022-04 on January 18, 2022; and Resolution 2022-25, on May 17, 2022; each amending the total operating budget for Fiscal Year 2021-22; and

WHEREAS, year-end budget adjustments are necessary to allow the City of Mount Dora to finalize and close out its Fiscal Year 2021-22 operating budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF MOUNT DORA, FLORIDA, AS FOLLOWS:

SECTION 1. Legislative Findings and Intent. The City of Mount Dora has complied with all requirements and procedures of Florida law in processing this Resolution. The above recitals are hereby adopted.

SECTION 2. Approval of 2021-22 Budget Adjustments. The adjustments to the total operating budget for Fiscal Year 2021-22, as itemized in **Exhibit "A"** attached hereto are hereby approved.

SECTION 3. Implementing Administrative Actions. The City Manager is hereby authorized and directed to take such action as may be deemed necessary and appropriate in order to implement the provisions of this Resolution. The City Manager may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such City employees as deemed effectual and prudent.

SECTION 4. Savings Clause. All prior actions of the City of Mount Dora pertaining to the year-end adjustments to the budget for Fiscal Year 2021-22, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Resolution.

SECTION 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk and City Attorney, may be corrected.

SECTION 6. Conflicts. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 7. Severability. If any Section or portion of a Section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Resolution.

SECTION 8. Effective Date. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 15th day of November 2022.

CRISSY STILE
MAYOR of the City of Mount Dora, Florida

ATTEST:

Jeanann Hand
Interim City Clerk

For the use and reliance of City of Mount Dora only.
Approved as to form and legal sufficiency.

Sherry G. Sutphen
City Attorney

EXHIBIT “A”

Year-end Budget Adjustments for
Fiscal Year 2021-22

Exhibit "A"

AMENDED BUDGET FISCAL YEAR 2021 - 2022						
FUND	Adopted Resolution 2021-94	Resolution 2021-121	Resolution 2022-04	Resolution 2022-25	Resolution 2022-74	Final
001 - General Fund	\$ 24,773,556	\$ -	\$ (97,952)	\$ -	\$ 875,827	\$ 25,551,431
015 - DISASTER RELIEF/ARPA/CARES Act	\$ -	\$ -	\$ 3,635,196	\$ -	\$ 3,785,196	\$ 7,420,392
111 - Discretionary Sales Tax	\$ 2,776,951	\$ -	\$ (142,758)	\$ 78,174	\$ -	\$ 2,712,367
117 - Community Redevelopment Agency	\$ 2,659,161	\$ -	\$ 104,675	\$ 67,500	\$ -	\$ 2,831,336
118 - Northeast Community Redevelopment Agency	\$ 1,544,948	\$ -	\$ 38,992	\$ 173,126	\$ -	\$ 1,757,066
120 - Law Enforcement Trust Fund	\$ 23,500	\$ -	\$ -	\$ 5,500	\$ -	\$ 29,000
123 - Protective Inspections	\$ 1,887,866	\$ -	\$ -	\$ -	\$ -	\$ 1,887,866
124 - Police Impact Fee	\$ 177,781	\$ -	\$ -	\$ -	\$ -	\$ 177,781
125 - Fire Impact Fee	\$ 420,000	\$ -	\$ -	\$ -	\$ -	\$ 420,000
126 - Library Impact Fee	\$ 619,570	\$ -	\$ -	\$ -	\$ -	\$ 619,570
127 - Parks Impact Fee	\$ 2,136,622	\$ -	\$ -	\$ 600,000	\$ -	\$ 2,736,622
131 - Fire Assessment Fee	\$ 14,957,198	\$ -	\$ (94,941)	\$ -	\$ -	\$ 14,862,257
150 - Cemetery	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
200 - Debt Service	\$ 10,823,800	\$ -	\$ (9,179,091)	\$ -	\$ -	\$ 1,644,709
310 - Capital Construction	\$ 29,961,770	\$ -	\$ (8,675,004)	\$ 1,430,808	\$ -	\$ 22,717,574
410 - Electric	\$ 11,367,578	\$ -	\$ 500,000	\$ -	\$ 1,573,927	\$ 13,441,505
415 - Electric Construction	\$ 1,426,556	\$ -	\$ -	\$ -	\$ -	\$ 1,426,556
421 - Water / Wastewater Utility	\$ 24,848,854	\$ -	\$ (623,723)	\$ 7,095,125	\$ (14,000,000)	\$ 17,320,256
422 - Wastewater Impact Fee	\$ 1,618,343	\$ -	\$ -	\$ -	\$ -	\$ 1,618,343
423 - Water Impact Fee	\$ 647,816	\$ -	\$ -	\$ 200,000	\$ -	\$ 847,816
425 - Water / Wastewater Construction	\$ 16,113,827	\$ -	\$ (546,724)	\$ 2,949,733	\$ (14,000,000)	\$ 4,516,836
430 - Sanitation Utility	\$ 2,810,078	\$ -	\$ -	\$ 9,372	\$ 250,000	\$ 3,069,450
440 - Stormwater Utility	\$ 1,982,822	\$ 69,699	\$ 431,601	\$ -	\$ -	\$ 2,484,122
445 - Stormwater Construction	\$ 671,599	\$ 179,524	\$ (78,484)	\$ -	\$ -	\$ 772,639
500 - Fleet/Warehouse	\$ -	\$ -	\$ 9,179,091	\$ 5,515,392	\$ (4,850,391)	\$ 9,844,092
501 - Vehicle Replacement	\$ 345,658	\$ -	\$ -	\$ -	\$ 527,703	\$ 873,361
510 - Self Insured Health	\$ 3,527,125	\$ -	\$ -	\$ -	\$ 150,000	\$ 3,677,125
515 - Property & Casualty & Workers Compensation	\$ 699,803	\$ -	\$ -	\$ -	\$ -	\$ 699,803
Total City Wide Budget	\$ 158,902,781	\$ 249,223	\$ (5,549,122)	\$ 18,124,730	\$ (25,687,738)	\$ 146,039,874

**Exhibit "A" DETAIL FOR RES. 2022-74
STAFF RECOMMENDED ADJUSTMENTS**

FUND	ACCOUNT DESCRIPTION	ADOPTED BUDGET	PROPOSED ADJUSTMENT	AMENDED BUDGET	Description
GENERAL FUND - 001					
001-0000-311.00-02	AD VALOREM - DELINQUENT	-	113,000	113,000	Increase in Delinquent Ad-Valorem revenue
001-0000-314.10-03	MOUNT DORA UTILITY SERVICE TAX	840,200	284,000	1,124,200	Increase in projection of Mount Dora Utility Service Tax
001-0000-314.10-02	SUMTER ELECTRIC	263,868	40,000	303,868	Increase in projection of Sumner Electric Utility Service Tax
001-0000-322.00-01	PERMITS - SITE DEVELOPMENT	-	237,000	237,000	Increase in projection of Side Development Permit Fees
001-0000-322.90-01	PERMITS OTHER - SITE PERMITS	-	69,000	69,000	Increase in projection of Side Fees
001-0000-331.10-01	FEDERAL GRANT-GENERAL GOVERNMENT	250,000	(230,000)	20,000	Decrease in ARPA Funding - moving into Public Works Complex project
001-0000-335.12-10	STATE SALES TAX	406,185	107,000	513,185	Increase in projection of State Sales Tax
001-0000-335.18-01	LOCAL GVT \$.005 SALES TAX	960,887	94,000	1,054,887	Increase in projection of Local Sale Tax Tax
001-0000-338.52-01	SCHOOL RESOURCE OFFICERS PROGRAM	312,956	155,000	467,956	Increase in School Resource Officers Program Funding - received funds from FY19-20
001-0000-341.30-04	DEVELOPERS' REVIEW FEES	75,000	(57,000)	18,000	Decrease in projection of Developers Reviews Fees
001-0000-341.30-06	ENGINEERING FEES REIMB	75,000	114,000	189,000	Increase in projection of Engineering Fees
001-0000-342.10-12	SPECIAL DETAILS - POLICE	20,227	59,000	79,227	Increase in Special Police Detail Revenue
001-0000-347.20-10	RECREATION FEES - CAMPS	177,475	34,000	211,475	Increase due to GL structure change
001-0000-347.20-20	RECREATION FEES - BEFORE & AFTER	232,000	83,000	315,000	Increase in projection of Before and After school revenue
001-0000-347.20-50	AQUATICS & WELLNESS	27,814	49,000	76,814	Increase due to GL structure change
001-0000-347.20-60	RECREATION FEES - VENDOR	192,308	(184,000)	8,308	Decrease due to GL structure change
001-0000-347.20-61	RECREATION FEES - SPONSOR/DONATIONS	-	46,000	46,000	Increase due to GL structure change
001-0000-347.20-62	RECREATION FEES - TICKETS	-	65,000	65,000	Increase due to GL structure change
001-0000-347.20-70	RECREATION FEES - RENTALS	74,727	30,000	104,727	Increase in projection of Sponsorship
001-0000-347.40-80	SPONSORSHIPS	61,400	94,000	155,400	Increase in projection of Before and After school revenue
001-0000-354.00-01	CODE ENFORCEMENT FINES	500	20,000	20,500	Increase in projection of Code Enforcement Fines
001-0000-362.40-02	VERIZON CELL TOWER RENTAL	44,854	(28,000)	16,854	Decrease in Verizon Tower rental revenue
001-0000-364.00-03	SALE OF MONTESSORI SCHOOL	47,207	(47,000)	207	Decrease due to payoff of the Montessori School
001-0000-365.00-01	SALE OF SURPLUS/SCRAP MATERIALS	4,000	75,000	79,000	Increase in projection of Surplus Materials Sale
001-0000-366.19-01	DONATIONS - LIBRARY	30,000	(29,000)	1,000	Decrease in projection of Library Donations
001-0000-366.20-63	RECREATION PROGRAMS	30,500	(29,000)	1,500	Decrease in projection of Recreation Programs revenue
001-0000-369.90-05	DOT MAINTENANCE - TRAFFIC LIGHTS	-	53,000	53,000	Increase in projection of DOT Traffic Lights reimbursement
001-0000-381.00-15	DISASTER RECOVERY FUND	-	120,500	120,500	Increase in Transfers from Disaster Recovery Fund for COVID related expenditures
001-0000-381.05-01	TRANSFER FROM VEHICLE REPLACEMENT FUN	139,000	(139,000)	-	Decrease in Transfer from Vehicle Replacement Fund
001-0000-341.04-10	DIRECT ALLOCATION FROM ELECTRIC	1,304,290	(326,073)	978,217	Decrease in Direct Cost Allocation from Electric
REVENUES			872,427		
001-5555-581.05-00	TRANSFER TO FLEET/WAREHOUSE	104,130	2,000,000	2,104,130	Increase in Transfer for Public Works Complex
001-1510-519.46-01	REPAIR & MAINT SERVICES	247,763	(130,000)	117,763	Decrease in R&M costs projections
001-1520-541.34-01	OTHER CONTRACTUAL SERVICE	119,500	(175,000)	(55,500)	Decrease in costs projections
001-1610-515.31-01	PROFESSIONAL SERVICES	481,595	(100,000)	381,595	Decrease in consulting costs projections
001-1810-522.23-01	HEALTH & LIFE INSURANCE	317,300	(120,000)	197,300	Decrease in Health Insurance costs projections
001-5555-589.10-01	CURRENT YEARFUND BALANCE	229,118	(602,573)	(373,455)	Decrease in Fund Balance contribution
EXPENDITURES			872,427		
FIRE DONATION FUND - 002					
002-0000-366.00-17	FIRE DONATIONS	-	100		Increase in Donation from resident
002-0000-389.10-01	ESTIMATED CARRYOVER	-	3,300	3,300	Increase in Carryover for Purchase of Recliners for Fire Station 34
REVENUES			3,400		
002-1810-522.52-01	OPERATING SUPPLIES	-	3,400	3,400	Purchase of Recliners for Fire Station 34
EXPENDITURES			3,400		
DISASTER RECOVERY FUND - 015					
015-0000-331.50-01	FEMA DISASTER RELIEF	3,635,196	3,635,196	7,270,392	Increase in revenue projection from ARPA funding
015-0000-381.00-15	TRANSFER FROM GENERAL FUND	-	150,000	150,000	Increase in revenues from General Fund for Hurricane Ian Expenditures prior to FEMA reimbursement
REVENUES			3,785,196		
015-5555-581.00-01	TRANSFER TO GENERAL FUND	-	120,500	120,500	Transfer ARPA funds to GF fund COVID related Expenses
015-5555-581.05-00	TRANSFER TO FLEET/WAREHOUSE	3,635,196	3,514,696	7,149,892	Increase in transfer ARPA funds for construction of Public Works Complex in Fund 500
EXPENDITURES			3,785,196		
ELECTRIC FUND - 410					
410-0000-343.10-03	RESIDENTIAL - POWER COST	2,587,600	930,000	3,517,600	Increase in Power Cost revenue
410-0000-389.10-01	ESTIMATED CARRYOVER	1,545,634	643,927	2,189,561	Increase in Estimated Carryovers to cover Fuel charge increase
REVENUES			1,573,927		

**Exhibit "A" DETAIL FOR RES. 2022-74
STAFF RECOMMENDED ADJUSTMENTS**

FUND	ACCOUNT DESCRIPTION	ADOPTED BUDGET	PROPOSED ADJUSTMENT	AMENDED BUDGET	Description
410-2030-531.43-05	FUEL CHARGES	2,144,000	1,650,000	3,794,000	Increase in Power costs (Fuel Charges) from OUC
410-5555-580.64-01	MACHINERY & EQUIPMENT	-	250,000	250,000	Bring Forward the purchase of the budget Track budgeted in FY 2022-23 budget before the Hurricane Ian
410-5555-580.00-01	ALLOCATION - ADMIN SERVICES	1,304,290	(326,073)	978,217	Decrease in Indirect Cost Allocation
EXPENDITURES			1,573,927		
WATER/WASTEWATER FUND - 421					
421-0000-337.30-01	LOCAL GOV GRANT - PHYSICAL ENVIRONMENT	3,000,000	(3,000,000)	-	Decrease in SFR Loan Proceeds needed for WWTP#1 Rehab construction and mode to FY22-23 budget year
421-0000-384.00-01	DEBT PROCEEDS	12,000,000	(11,000,000)	1,000,000	Decrease in SJRWMD Grant for WWTP#1 Rehab construction and moved to FY22-23 budget year
REVENUES			(14,000,000)		
421-5555-581.04-25	TRANSFER TO W / WW CONSTRUCTION FUND	16,750,836	(14,000,000)	2,750,836	Decrease in transfer needed for the WWTP#1 Rehab construction project as moved to FY22-23 budget year
EXPENDITURES			(14,000,000)		
WATER/WASTEWATER CONSTRUCTION FUND - 425					
425-0000-381.04-21	TRANSFERS FROM WATER/SEWER UTILITY FUND	16,750,836	(14,000,000)	2,750,836	Decrease in transfer revenue for the WWTP#1 Rehab construction project as moved to FY22-23 budget year
REVENUES			(14,000,000)		
425-5555-580.63-01-WA2 IMP OTHER THAN BUILDINGS		15,000,000	(14,000,000)	1,000,000	Decrease in WWTP#1 Rehab construction project as moved to FY22-23 budget year
EXPENDITURES			(14,000,000)		
SANITATION FUND - 430					
430-0000-389.10-01	ESTIMATED CARRYOVER	-	250,000	250,000	Increase in carryover to cover Waste Management Costs
REVENUES			250,000		
430-1530-534.34-01	OTHER CONTRACTUAL SERVICES	2,303,553	250,000	2,553,553	Increase in projection of the Waste Management Costs
EXPENDITURES			250,000		
FLEET/WAREHOUSE FUND - 500					
500-0000-381.00-01	TRANSFER FROM GENERAL FUND	104,130	2,000,000	2,104,130	Increase in Transfer for Public Works Complex
500-0000-381.00-15	TRANSFER FROM ARPA/CARES ACT	3,635,196	3,514,696	7,149,892	Increase in transfer of ARPA funds for construction of Public Works Complex
500-0000-331.10-01	FEDERAL GRANT-GENERAL GOVERNMENT	1,880,196	(1,880,196)	-	Decrease due to Incorrect GL account for ARPA funding
500-0000-389.10-01	PRIOR YEAR BALANCE FWD	8,484,891	(8,484,891)	-	Decrease in Carryover needs
REVENUES			(4,850,391)		
500-5555-580.63-01	IMP OTHER THAN BUILDINGS	14,000,283	(4,850,391)	9,149,892	Decrease in Project Funds needed for the fiscal year
EXPENDITURES			(4,850,391)		
VEHICLE REPLACEMENT FUND- 501					
501-0000-389.10-01	PRIOR YEAR BALANCE FWD	-	617,692	617,692	Increase in Carryover for Lease Buy-out
501-0000-341.23-01	I/S VEHICLE REPLACEMENT	347,617	(89,989)	257,628	Decrease in projection of vehicle replacement revenue
REVENUES			527,703		
501-5555-581.00-01	TRANSFER TO GENERAL FUND	139,000	(139,000)	-	Decrease in transfer to General Fund
501-5555-580.64-01	MACHINERY & EQUIPMENT	-	227,897	227,897	Increase for Lease Vehicle buy-out
501-5555-580.71-01	PRINCIPAL	-	422,585	422,585	Increase in Principal Payment for Lease Vehicle buy-out
501-5555-580.72-01	INTEREST	23,110	16,221	39,331	Increase in Interest Payment for Lease Vehicle buy-out
EXPENDITURES			527,703		
PROPERTY/CASUALTY INSURANCE FUND - 515					
515-0000-341.20-02	W/C PREMIUMS	166,007	150,000	316,007	Increase in Workers Compensation premiums revenue
REVENUES			150,000		
515-5555-580.45-10	WORKERS COMPENSATION INSURANCE	166,007	150,000	316,007	Increase in Workers Compensation Insurance costs
EXPENDITURES			150,000		
TOTAL ADJUSTMENT		REVENUES (25,687,738)	EXPENDITURES (25,687,738)	VARIANCE -	



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request Approval of Agreement Between the Mount Dora Area Chamber of Commerce and the City of Mount Dora related to the Welcome/Visitor Center

Introduction:

This is an opportunity for Council to approve an agreement between the Mount Dora Area Chamber of Commerce and the City of Mount Dora regarding the Chamber of Commerce Welcome Center.

Discussion:

The Mount Dora Area Chamber of Commerce Welcome Center is located downtown in the historic Atlantic Coast Line Train Depot on Alexander Street. According to the statistics provided by the Chamber, over 30,000 annual visitors make this center their first stop to obtain maps, partner brochures, restaurant and lodging listings, and plan itineraries for their visits. Up to this point, the center has been operating Monday through Friday only. The City and the Chamber are proposing the attached agreement to extend the operating hours of the Welcome Center so that it is staffed on weekends and holidays throughout the year.

Budget Impact:

The City will annually provide \$34,000.00, in equal quarterly payments, to the Chamber. This expenditure was partially included in the FY 2022-23 budget under GL# 001-5555-580.82-01 in the amount of \$19,000. The remaining \$15,000 will come from a contingency line.

Strategic Impact:

Goal 1: Economic Development

Objective 1.4: Promote tourism by enhancing Mount Dora as a destination.

Recommendation:

Council approve the agreement between the Mount Dora Area Chamber of Commerce and the City of Mount Dora related to the Welcome/Visitor Center.

Attachment(s):

1. Agreement.Chamber of Commerce Welcome Center.11.01.2022.SGS clean (002)

Prepared by: Jeanann Hand, Interim City Clerk

Reviewed by: Misty Sommer, Economic Development Manager

Aneta Barton, Budget Director

Sherry Sutphen, City Attorney

Jeanann Hand, Interim City Clerk

Patrick Comiskey, City Manager

Approved - 11/7/2022

Approved - 11/7/2022

Approved - 11/9/2022

Approved - 11/9/2022

Final Approval - 11/9/2022

Memorandum of Understanding (MOU)
between
City of Mount Dora
and
Mount Dora Area Chamber of Commerce

Whereas, the City of Mount Dora (“City”) is a well-known tourist destination in Florida and the City has recognized the value of having a “Welcome/Visitor Center” operational on the weekends; and

Whereas, the Mount Dora Chamber of Commerce (“Chamber”) operates a Welcome/Visitor Center, five days a week in downtown Mount Dora; and

Whereas, the Chamber has a long history of operating the Welcome/Visitor Center in the most efficient and cost-effective manner, providing vital services to the City’s visitors; and

Whereas, the Chamber has offered to open and operate the Welcome/Visitor Center on weekends and holidays throughout the year; and

Whereas, the Chamber has agreed to prepare and distribute Mount Dora Visitor maps, Mount Dora Historical Tours pamphlets and other informational brochures at the Welcome/Visitor Center; and

Whereas, the City has determined that it is in the best interest of the residents of and visitors to the City of Mount Dora to provide funding to the Chamber to ensure that the Welcome/Visitor Center is operational during weekends and holidays and that necessary informational literature is distributed.

Now Therefore, the City and the Chamber agree as follows:

Term and Termination:

The Term of this MOU shall begin on the date of execution and shall extend through September 30, 2023. The Term shall automatically renew for successive like terms of one year unless sooner terminated. Either party may terminate this MOU by giving written notice at least thirty (30) days prior to the end of the then current quarter.

City of Mount Dora Shall:

1. Provide funding to the Chamber in the amount of \$34,000.00 (in equal quarterly payments) annually. Payments shall be made at the beginning of each quarter for services to be provided throughout the quarter.
2. The compensation to be provided in accordance herewith is subject to annual appropriation of funds by the City.

The Chamber Shall:

1. Open and operate the Welcome/Visitor Center seven (7) days a week including all Saturdays, Sundays, and Holidays except Christmas Day, New Year's Day, Thanksgiving Day, and Easter Sunday.
2. Open and operate the Welcome/Visitor Center from 10:00 a.m. until 4:00 p.m. on Saturday and Sunday, and a minimum schedule of 10:00 a.m. until 2:00 p.m. on Holidays except the days closed as indicated in paragraph 1.
3. Print and distribute at least \$4,000 worth of Mount Dora Downtown/Uptown Visitor maps for distribution to visitors, area businesses, local governments, regional visitor centers and others.
4. Print and distribute at least \$5,000 worth of Mount Dora Downtown historical site maps for distribution to visitors, area businesses, local governments, regional visitor centers and others.
5. Provide the City with monthly reports, to include phone calls, visitor counts from each day of the previous month.
6. Recognize the City of Mount Dora at the Chamber Trustee level of partnership/membership with all the benefits thereof.
7. Maintain liability insurance at all times during the Term of this MOU.

Miscellaneous Provisions:

1. Public Records
 - A. Pursuant to Florida Statutes, Section 119.0701:
IF YOU HAVE QUESTIONS REGARDING THE APPLICATION OF FLORIDA STATUTES, CHAPTER 119, TO YOUR DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CITY'S CUSTODIAN OF PUBLIC RECORDS:

CITY CLERK: JEANANN HAND
510 NORTH BAKER STREET
MOUNT DORA, FL 32757
(352) 735-7126
HANDJ@CITYOFMOUNTDORA.COM
 - B. CONTRACTOR agrees to comply with public records laws, specifically to:
 - i. Keep and maintain public records required by the CITY to perform the services set forth herein.
 - ii. Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida Statutes, Chapter 119, or as otherwise provided by law.

- iii. Ensure that public records which are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law, for the duration of the contract term and following completion of the contract if the CONTRACTOR does not transfer the records to the CITY.
- iv. Upon completion of the contract, transfer, at no cost, to the CITY all public records in possession of the CONTRACTOR or keep and maintain public records required by the CITY to perform the services set forth herein. If the CONTRACTOR transfers all public records to the CITY upon completion of the contract, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon completion of the contract, the CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

2. Independent Contractor

This Agreement does not create an employee/employer relationship between the parties. It is the parties' intention that the Chamber, its employees, sub-contractors, representatives, volunteers, and the like, will be an independent contractor and not an employee of the City for all purposes, including, but not limited to, the application of the following, as amended: the Fair Labor Standards Act minimum wage and overtime payments, the Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State of Florida revenue and taxation laws, the State of Florida workers' compensation laws, the State of Florida unemployment insurance laws, and the Florida Retirement System benefits. The Chamber will retain sole and absolute discretion in the judgment of the manner and means of carrying out the Chamber's activities and responsibilities hereunder.

3. Notice

The parties hereto agree and understand that written notice, mailed or delivered to the last known mailing address, shall constitute sufficient notice to the City and the Chamber. All notices required and/or made pursuant to this Agreement to be given to the City and the Chamber shall be in writing and given by way of the United States Postal Service, first class mail, postage prepaid, addressed to the following addresses of record:

CITY: City of Mount Dora
Attention: City Manager
510 N. Baker Street
Mount Dora, Florida 32756

CHAMBER: Mount Dora Area Chamber of Commerce
341 Alexander Street
Mount Dora, 32757

4. Assignment

This Agreement shall only be assignable by the CONTRACTOR upon the express written consent of the CITY.

5. Indemnification

The Chamber agrees to be liable for any and all damages, losses, and expenses incurred, by the City, in any way related to the services provided herein and this Agreement, caused by the acts and/or omissions of the Chamber, or any of its employees, agents, sub-contractors, representatives, volunteers or the like. The Chamber agrees to indemnify, defend and hold the City harmless for any and all such claims, suits, judgments or damages, losses and expenses, including but not limited to, court costs, expert witnesses, consultation services and attorney's fees, arising from any and all acts and/or omissions of the Chamber, or any of its employees, agents, sub-contractors, representatives, volunteers, or the like through and including any appeals in any way related to the services provided herein and this Agreement.

6. Sovereign Immunity

The City expressly retains all rights, benefits and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes. Notwithstanding anything set forth in any section, article or paragraph of this Agreement to the contrary, nothing in this Agreement shall be deemed as a waiver of sovereign immunity or limits of liability which may have been adopted by the Florida Legislature or may be adopted by the Florida Legislature, and the cap on the amount and liability of the City for damages, attorney fees and costs, regardless of the number or nature of claims in tort, equity or contract, shall not exceed the dollar amount set by the Florida Legislature for tort. Nothing in this Agreement shall inure to the benefit of any third party for the purpose of allowing any claim against the City which would otherwise be barred under the Doctrine of Sovereign Immunity or operation of law. This section shall not limit any remedies as specifically contained in this Agreement.

7. Employment Eligibility Verification (E-Verify)

Pursuant to Florida Statutes, Section 448.095, the Chamber shall be registered with and utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility status of all employees performing work under this Agreement as well as all newly hired employees. In addition, the Chamber shall require any and all subcontractors performing work in accordance with this Agreement to register with and utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility status of all employees performing work under this Agreement as well as all newly hired employees. Any such subcontractor shall provide an affidavit to the Chamber stating that the subcontractor does not employ, contract with or subcontract with any ineligible individuals and the Chamber must keep a copy of said affidavit for the duration of this Agreement. Violation of this section is subject to immediate termination of this Agreement by the City without regard to any notice otherwise required herein. In the event the City incurs costs as a result of the Chamber's breach of this provision, any and all such costs shall be paid by the Chamber immediately upon receipt of notice of the same from the City. Information on registration for and use of the E-Verify Program may be obtained at the Department of Homeland Security website: <http://www.dhs.gov/E-Verify>.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Agreement effective the ____ day of _____, 2022.

City of Mount Dora

Crissy Stile, Mayor

ATTEST:

Jeanann Hand, City Clerk

For the use and reliance of City of Mount Dora only.
Approved as to form and legal sufficiency.

Sherry G. Sutphen
City Attorney

Mount Dora Area Chamber of Commerce


Rachel O'Ryan, President



510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Request Approval for Final Reading and Adoption of **Ordinance No. 2022-19**, Change in Zoning for Green Wheat, LLC and Donnelly, LLC

Introduction:

This is a request for City Council to approve the final reading of Ordinance No. 2022-19.

Discussion:

Further rezoning descriptions and details are contained in Attachment #1 (*PZC Memo*). Final legal advertisements for the adoption hearing are included in Attachment #2. The subject property was annexed into the City of Mount Dora with the adoption of Ordinance 2022-17 on October 4, 2022. The property contains 1.14 acres and is developed with a single family dwelling unit on one of the parcels. The second parcel is vacant land. The property requires assignment of a City zoning and land use designations. As such, the applicant has applied to rezone the property from County Agriculture to City R-1A. This proposed zoning is consistent with the surrounding single-family zoning districts.

The sequence of events leading to the presentation to the City Council are as follows:

The City Council, at their regularly scheduled meeting held on November 1, 2022, recommended approval of the First Reading of Ordinance No. 2022-19 and held a hearing for the Second Reading and Final adoption.

The Planning and Zoning Commission (PZC) at their regularly scheduled meeting held on October 19, 2022, recommended approval (vote 7-0) of the rezoning to R-1A zoning. Approval subject to the Future Land Use Residential Low-Medium Density 4 du/ac designation being processed under Ordinance No. 2022-18.

The Development Review Committee (DRC) on September 28, 2022, recommended approval of the change in zoning and forwarded the same to the PZC.

Budget Impact:

There are no budgetary impacts on the City relative to the processing of the rezoning action.

Strategic Impact:

Rezoning requests which address density and intensity changes are consistent with Growth Management Goals. This particular change in zoning is consistent with the City's goals for conservation protection measures and land use regulations.

Recommendation:

City Council to approve Final Reading of Ordinance No. 2022-19, Change in Zoning for Green Wheat, LLC and Donnelly, LLC

Attachment(s):

1. Attachment 1 PZC Staff Report (ADA)
2. Attachment 2 Legal Advertisement Publication Final Adoption(ADA)
3. Ordinance 2022-19 Green Wheat Rezoning(Final).SGS
4. Exhibit A Property Depiction Map

Prepared by: Vince Sandersfeld, Planning and Development Director

Reviewed by: Sherry Sutphen, City Attorney
Jeanann Hand, Interim City Clerk
Patrick Comiskey, City Manager

Approved - 11/6/2022

Approved - 11/7/2022

Final Approval - 11/9/2022



CITY OF MOUNT DORA

Planning and Development
510 N. Baker St.
Mount Dora, FL 32757
352-735-7113
plandev@cityofmoundora.com

DATE: October 19, 2022

TO: Planning and Zoning Commission

FROM: Development Review Committee
Vince Sandersfeld, Planning Director

THROUGH: Michele Janiszewski, AICP, Senior Planner

RE: Rezoning Application; Change in Zoning for assignment from Lake County Agriculture to City R-1A; 1.14 Acres (Site Area); Located on the east side of SR 44 and south of Meadenhall Boulevard (site address: 18310 and 18514 SR 44); Ben Champion (Applicant); Green Wheat LLC and Donnelly LLC (Owners).
Project No. RZ-22-03.

SUMMARY OF RECOMMENDATION:

Staff recommends approval of the application to rezone 1.14+/- acres from Lake County Agriculture to City R-1A. Approval is subject to Future Land Use designation. PZC recommendation to be forwarded to City Council.

REFERENCES/SUPPORT:

LDC Section 3.3

Policy 4.g(3) FLUE of the Mount Dora Comprehensive Plan 2045

Annexation Ordinance No. 2022-17

FLUM Ordinance No. 2022-18 (being processed in concert)

SITE SUMMARY:

Owners	Green Wheat LLC and Donnelly LLC
Applicant	Ben Champion
Address	18310 and 18514 SR 44
General Location:	Located along the south side of SR 44, north of Loch Levan Landing
Alternate Key Nos.	3929583 & 2569476
Zoning District:	Lake County Agriculture
Proposed Zoning District:	Single-Family Dwelling Unit or R-1A
Future Land Use Category:	Lake County Urban Low (4 du/ac)
Proposed Land Use Category	Low-Medium Density 4 du/ac (Separate Application)
Overlays:	None
Site Area:	1.14 +/- acres
Existing Use:	Single family residence and vacant land

DEVELOPMENT STANDARDS:

Development Standard	Agriculture (Existing)	R-1A (Proposed)
Density	4 du/acre	4 du/acre
Min. Lot Size	Five acres	Min. 10,000 SF
Max. Building Height	40'	35'
Max. Impervious Surface Ratio (ISR)	10%	65%
Min. Open Space	35%	35%

SURROUNDING PROPERTY TABLE:

Direction	Jurisdiction	Future Land Use	Zoning District(s)	Existing Use(s)	Comments
North	City	PL/I	PLI	Church/Worship	Lighthouse Baptist Church
South	City	MD	R-1A	Residential Subdivision	Loch Levan Phase II
East	City	PL/I	PLI	Church/Worship	Lighthouse Baptist Church
West	County	Res Low Density	R-1	SR 44/SFR	Adjacent to SR 44 Right-of-Way

ANALYSIS:

The subject property was annexed into the City of Mount Dora with the adoption of Ordinance 2022-17 on October 4, 2022. The property contains 1.14 acres and is developed with a single family dwelling unit utilizing an onsite well and septic system. The property needs to be obtain a City zoning and land use district, as these are recent annexed parcels. As such, the Applicant has applied to rezone the property from County Agriculture to City Single Family Dwelling Unit (R-1A).

The subject property was split into two lots by the Applicant in July. Land Development Code (LDC) Section 3.4.2.5, establishes a minimum lot size of 10,000 square feet for property zoned R-1A. LDC Section 3.4.2.5 also establishes a twenty-five (25) minimum street frontage for the R-1A zoning district. One lot is developed with a single family dwelling unit, contains approximately 29,277 square feet, and has 105' of road frontage along State Road 44. The other lot is vacant, contains approximately 20,459 square feet, and has 216.77' of road frontage along State Road 44. As such, both the parcels meet the minimum lot size and frontage requirements of the proposed zoning district.

STANDARDS FOR REVIEW:

Pursuant to LDC Section 3.3.4, the City shall consider the following criteria in reviewing applications for a rezoning:

1. **The need and justification for the change:**

The subject property has been annexed into the City limits and needs to be assigned a City zoning district and land use category. The Applicant is seeking to designate the property as R-1A which is consistent with the abutting the property to the south. The subject property is comprised of two parcels, both of which meet the minimum lot size

and frontage requirements of the R-1A zoning district. As such, the application to rezone the property from Agriculture to R-1A is consistent with the City's Land Development Code.

2. The effect of the change, if any, on the particular property and on surrounding property.
The assignment of the proposed R-1A is consistent with the proposed land use for the subject property and the surrounding neighborhood.
3. The amount of undeveloped land having the same classifications as that requested in the general area and throughout the city.
The application is to designate a zoning district to property which was recently annexed into the City limits. The R-1A zoning district is an appropriate and compatible zoning district for the property.
4. The availability and provision of adequate services and facilities:
Services and facilities are currently available to this property. Further evaluations will be determined at time of site plan/platting or permitting depending upon the proposed use(s).
5. The impact on the natural environment:
There are no anticipated, adverse impacts on the natural environment as a result of this rezoning. A portion of this property is current development with a single-family dwelling.
6. Other Criteria as may be applicable:
Staff did not identify any additional, pertinent information regarding this application.

NOTIFICATIONS:

JPA Notice to Lake County: September 9, 2022
Legal Notice PZC and Notice to City Council: October 7, 2022
Notice to Surrounding Owners: October 7, 2022
Non-Legal with Map Ad City Council 1st Reading: October 21, 2022
Ordinance Enactment Legal Ad: November 4, 2022
Non-Legal with Map Ad City Council Adoption: November 4, 2022

PUBLIC HEARING SCHEDULE:

DRC Review: September 28, 2022
PZC: October 19, 2022
City Council 1st Reading: November 1, 2022
City Council 2nd Reading/Adoption: November 15, 2022

ATTACHMENTS:

Vicinity Map
Future Land Use Composite City-County Map
Zoning Composite City-County Map
Application

Legend

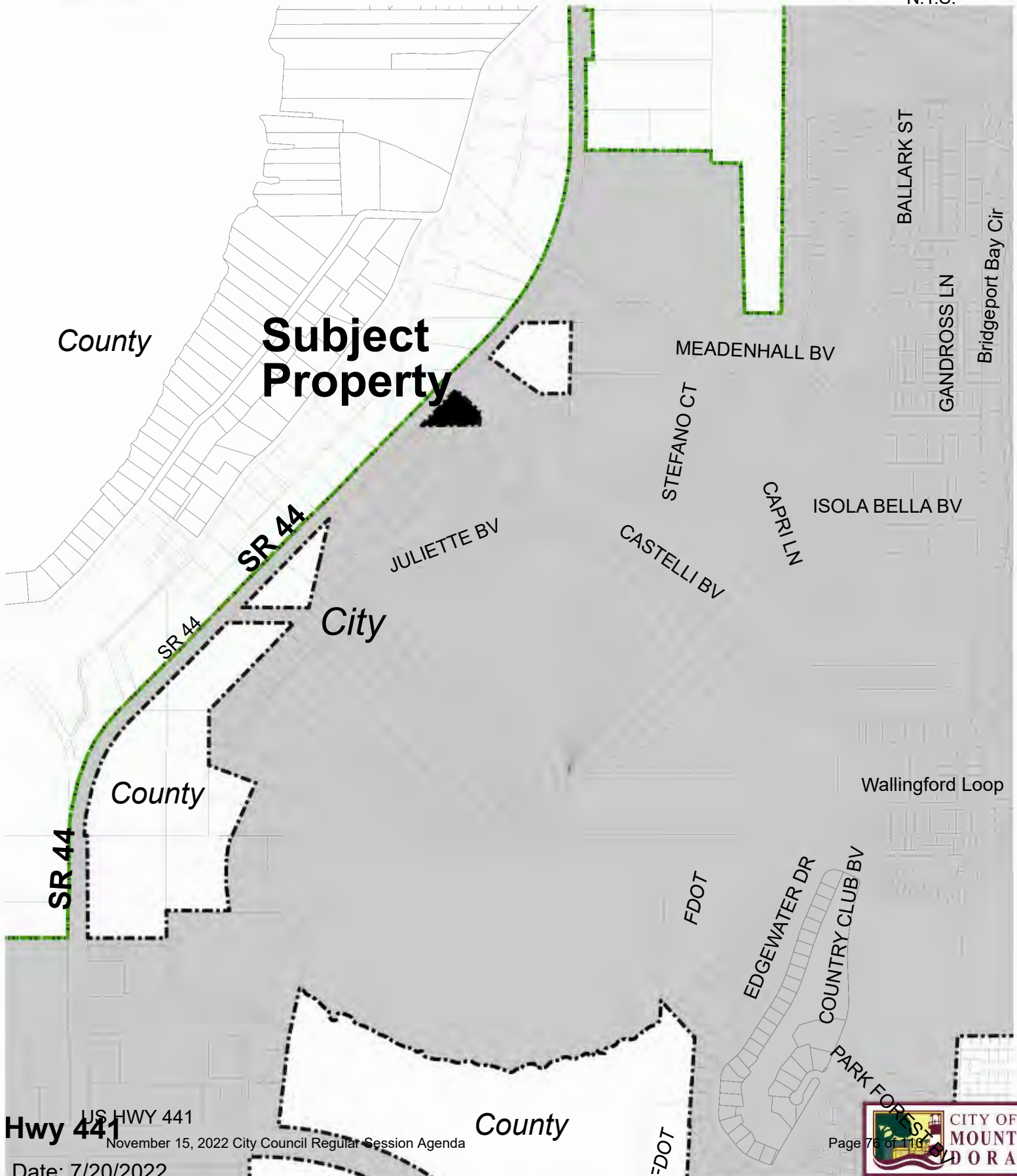
-  Subject Property
-  JPA Boundary
-  City Limits

Vicinity Map

N



N.T.S.



Hwy 441

US HWY 441

November 15, 2022 City Council Regular Session Agenda

Date: 7/20/2022

Prepared by: Mount Dora Planning and Development Dept * 510 N. Baker Street, Mount Dora, FL 32757 * 352-735-7112



Legend

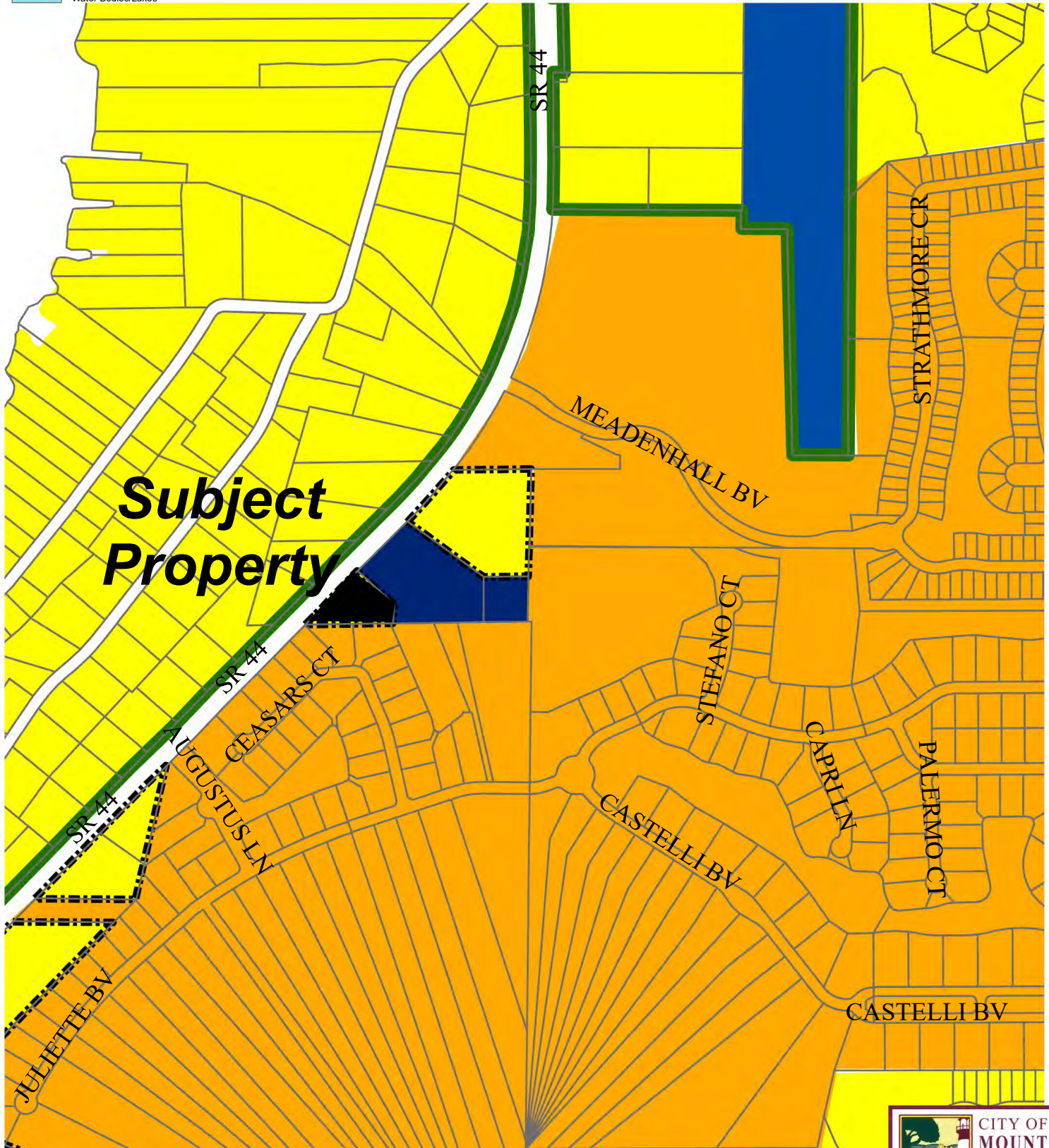
- JPA
- City Limits
- Subject Property

Lake County FLU

FLU2025

- Urban Low Density (4 du/ac)
- Urban Medium Density (7 du/ac)
- Public Service Facility and Infrastructure
- Low Density Residential (2.5 DU/AC or Less)
- Medium Density Residential (6 DU/AC or Less)
- Public Lands/Institutions
- Conservation
- Water Bodies/Lakes

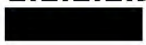
FUTURE LAND USE MAP (Composite City/County)

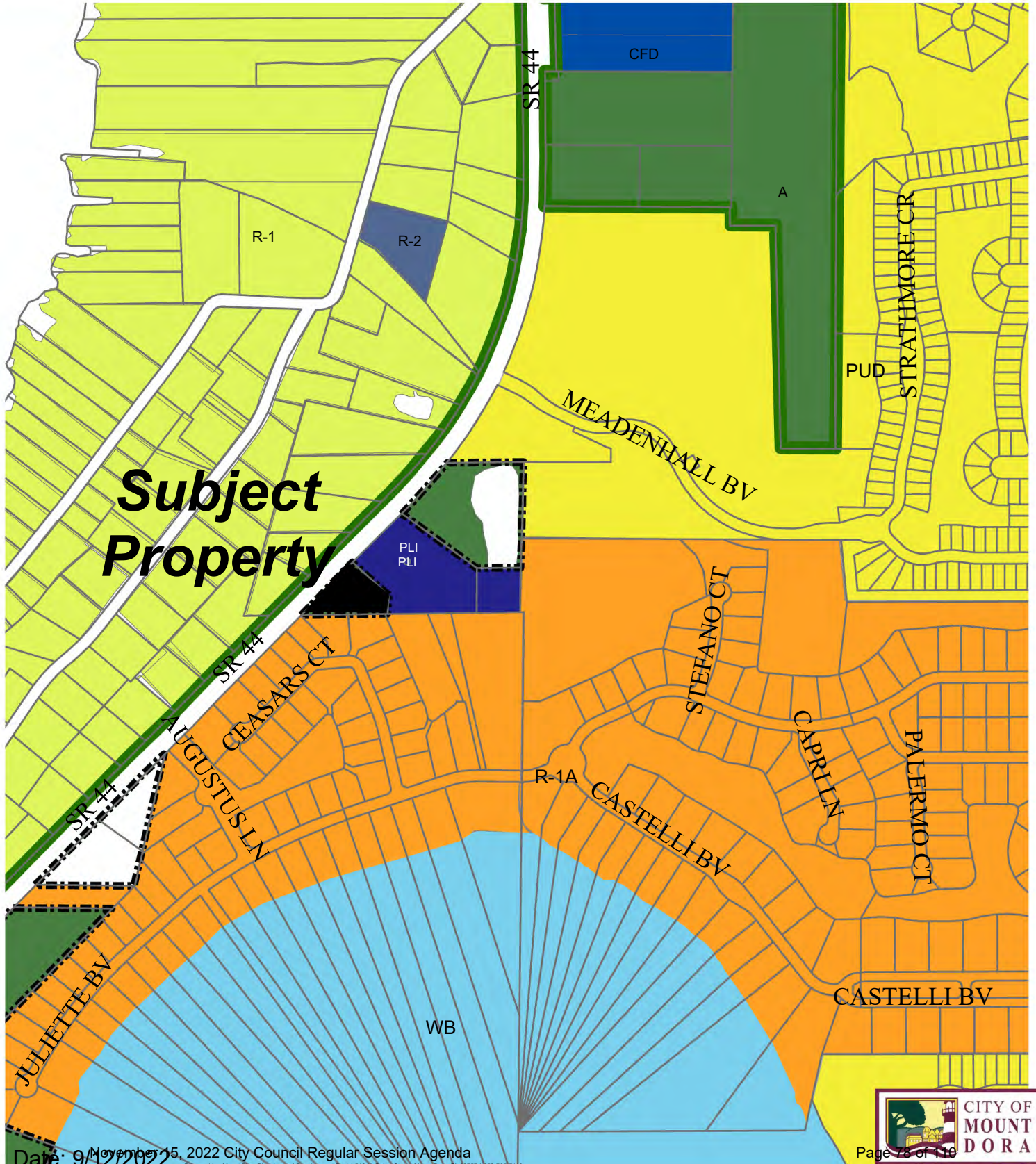


**Subject
Property**

ZONING MAP (Composite City/County)

Legend

-  JPA
-  City Limits
-  Subject Property





CITY OF
MOUNT
DORA

RECEIVED
By scottw at 9:09 am, Sep 06, 2022

Z22-03

City of Mount Dora
Planning and Development
510 N. Baker St.
Mount Dora, FL 32757
352-735-7112
Fax: 352-735-7191
E-mail: plandev@cityofmountdora.com

REZONING APPLICATION

Date: 6/15/2022

1. Applicant's Name: Ben Champion
Company's Name: Green Wheat LLC and Donnelly LLC
Address: 15012 Colley Dr
City, State & Zip: Tavares FL 32778
Phone: 407-687-4314 E-mail: ben@championwealth.com
2. Owner's Name: Ben Champion
Company's Name: Green Wheat LLC and Donnelly LLC
Address: Same as above
City, State & Zip: _____
Phone: _____ E-mail: _____
3. The property generally located and list adjacent streets: Between Augustus Blvd
(Loch Leven) and Meadenhall Blvd on SR44. East side of SR44.
4. The address(s) of the property: 18510 & 18514 STATE ROAD 44
5. Size of property in Acres: 1.14 Square Feet: 49,658
6. Current Zoning District: Lake County Agricultural
7. Requested Zoning District: Mount Dora R-1A
8. Future Land Use Category: Applied for Mount Dora Low-Medium Density
9. Present use and structures on the property (list number of residential dwelling units):
Single Family Residential, 1 with single family residence and 1 vacant

10. Building Size (Existing): 1,288 sq ft
11. Proposed use of property: Single Family Residential, 1 existing home and 1 vacant residential lot
12. State the reason for this request, per Section 3.3 of the City's land Development Code (attached additional sheets and support data):
Annexation of both lots into City of Mt Dora requires
City of Mt Dora zoning.
13. Is the proposed use permissible in the requested district? Yes
14. Surrounding Future Land Use, Zoning, and Existing Use by City/County (fill-in table):

Direction	City/County	FLU	Zoning	Existing Use(s)
North	City	PLI	PLI	Church
South	City	Medium Density Residential	R-1A	Single Family Residential
East	City	PLI	PLI	Church
West	County	Urban Low	R-1	Single Family Residential

(districts/categories may be abbreviated)

CERTIFICATION AND SIGNATURE

AFFIDAVIT

I, Ben Champion, being first duly sworn, depose and say that I apply for the request contained herein, and that all answers, information, sketches, data and other supplementary matter attached to or included herewith as part of this application, are accurate and true to the best on my knowledge and belief.

[Signature]
Signature of Applicant

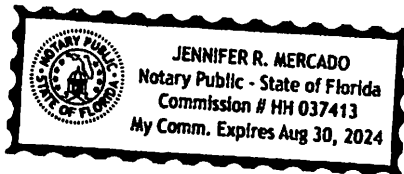
Ben Champion
Print or Type Name

STATE OF FLORIDA
COUNTY OF LAKE
CITY OF MOUNT DORA

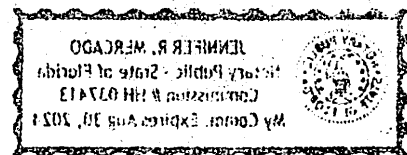
The foregoing instrument was acknowledged before me this 19th day of August 2022 by Benjamin Champion who is personally known to me or who has produced Florida Champion as identification and who did X or did not take an oath.

SEAL:

[Signature]
Notary Public



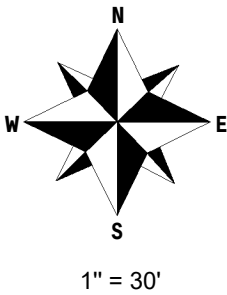
Jennifer R. Mercado
Print or Type Name



BOUNDARY SURVEY
LEGAL DESCRIPTION :

THAT PORTION OF LANDS DESCRIBED IN OFFICIAL RECORD BOOK4712 PAGE 544
IN GOVERNMENT LOT 2, SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST TO BE
MORE PARTICULARLY DESCRIBED AS FOLLOWS :

COMMENCE AND BEGIN AT A FOUND 1" IRON PIPE ON THE SOUTH LINE OF GOVERNMENT
LOT 2, SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST DESCRIBED IN OFFICIAL RECORD
BOOK 4712, PAGE 544 PUBLIC RECORDS OF LAKE COUNTY, FLORIDA AS BEING WEST 639.8'
FROM THE SE CORNER OF GOVERNMENT LOT 2 (NOT FOUND); THENCE CONTINUE
S 90°00'00" W, AS A BASE OF BEARING 92.22' ON THE SOUTH LINE OF GOVERNMENT LOT 2
TO A SET 5/8" IRON ROD AND CAP PSM #5795; THENCE N 05°07'28" E 72.65' TO A SET 5/8"
IRON ROD AND CAP PSM #5795; THENCE N 44°54'50" W 113.44' TO A SET 5/8" IRON ROD AND
CAP PSM #5795 ON THE EASTERLY LINE OF THE 100' RIGHT OF WAY TO STATE ROAD 44B;
THENCE ON SAID RIGHT OF WAY LINE N 45°13'16" E 105.00' TO A FOUND 1" IRON PIPE; THENCE
S 47°04'51" E 214.18' TO A FOUND 4" DIAMETER CONCRETE MONUMENT; THENCE S 04°59'54" W
81.20' TO A FOUND 4" DIAMETER CONCRETE MONUMENT; THENCE N 89°54'31" W 58.49' TO THE
1" IRON PIPE AT THE POINT OF COMMENCEMENT/POINT OF BEGINNING .
SAID LAND CONTAINING 0.670 ACRES .



THIS SURVEY IS CERTIFIED TO :

GREEN WHEAT, LLC

THIS IS TO CERTIFY THAT THIS SKETCH
AND THE SURVEY UPON WHICH IT IS BASED
WERE MADE IN COMPLIANCE WITH THE
MINIMUM TECHNICAL STANDARDS OF THE
FLORIDA ADMINISTRATION CODE 5J-17.052

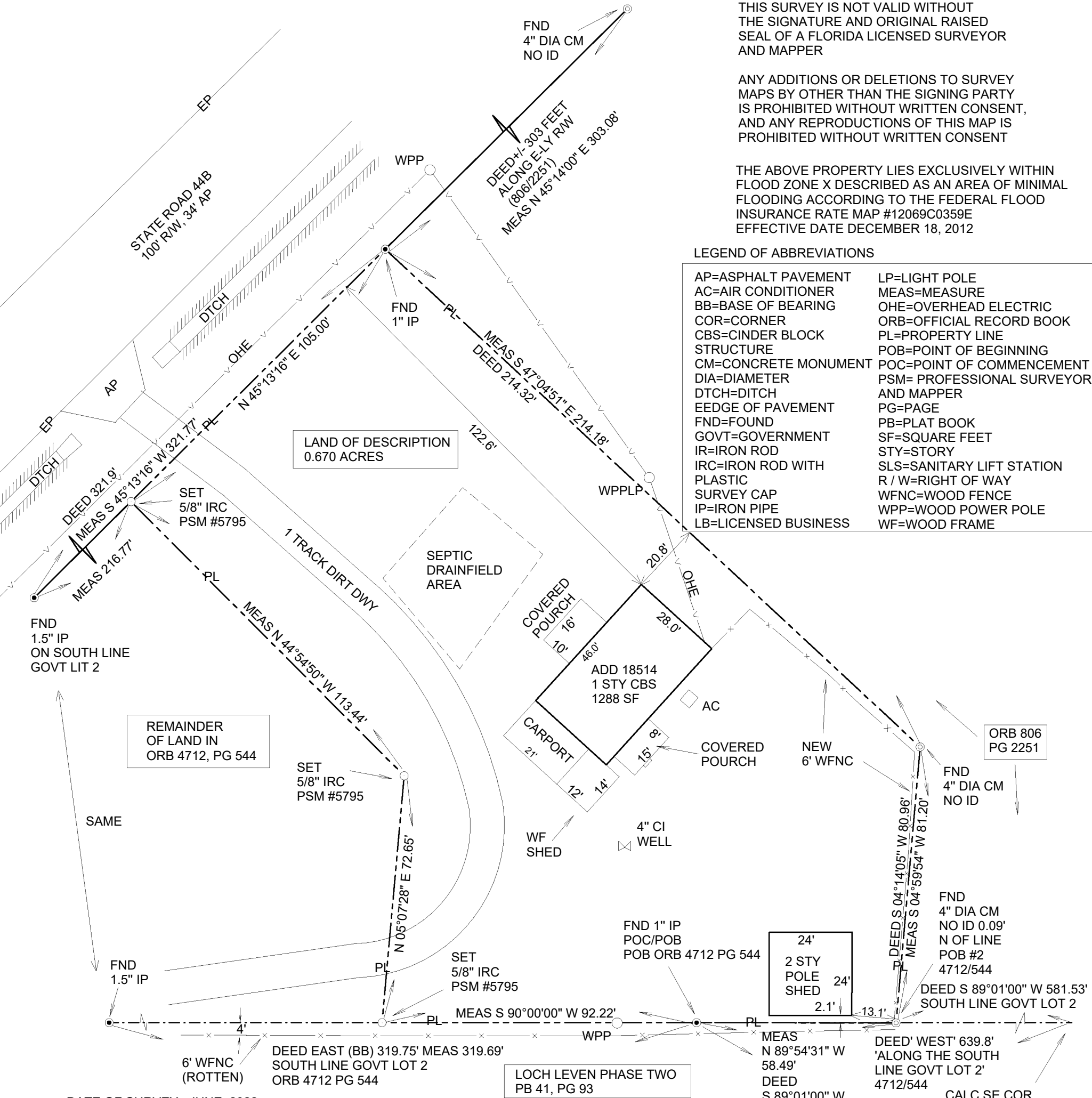
THIS SURVEY IS NOT VALID WITHOUT
THE SIGNATURE AND ORIGINAL RAISED
SEAL OF A FLORIDA LICENSED SURVEYOR
AND MAPPER

ANY ADDITIONS OR DELETIONS TO SURVEY
MAPS BY OTHER THAN THE SIGNING PARTY
IS PROHIBITED WITHOUT WRITTEN CONSENT,
AND ANY REPRODUCTIONS OF THIS MAP IS
PROHIBITED WITHOUT WRITTEN CONSENT

THE ABOVE PROPERTY LIES EXCLUSIVELY WITHIN
FLOOD ZONE X DESCRIBED AS AN AREA OF MINIMAL
FLOODING ACCORDING TO THE FEDERAL FLOOD
INSURANCE RATE MAP #12069C0359E
EFFECTIVE DATE DECEMBER 18, 2012

LEGEND OF ABBREVIATIONS

AP=ASPHALT PAVEMENT	LP=LIGHT POLE
AC=AIR CONDITIONER	MEAS=MEASURE
BB=BASE OF BEARING	OHE=OVERHEAD ELECTRIC
COR=CORNER	ORB=OFFICIAL RECORD BOOK
CBS=CINDER BLOCK	PL=PROPERTY LINE
STRUCTURE	POB=POINT OF BEGINNING
CM=CONCRETE MONUMENT	POC=POINT OF COMMENCEMENT
DIA=DIAMETER	PSM= PROFESSIONAL SURVEYOR
DTCH=DITCH	AND MAPPER
EEDGE OF PAVEMENT	PG=PAGE
FND=FOUND	PB=PLAT BOOK
GOVT=GOVERNMENT	SF=SQUARE FEET
IR=IRON ROD	STY=STORY
IRC=IRON ROD WITH	SLS=SANITARY LIFT STATION
PLASTIC	R / W=RIGHT OF WAY
SURVEY CAP	WFNC=WOOD FENCE
IP=IRON PIPE	WPP=WOOD POWER POLE
LB=LICENSED BUSINESS	WF=WOOD FRAME



DATE OF SURVEY : JUNE, 2022
DATE OF DRAWING : 6-27-22
FIELD BOOK 216 PAGE 2-11

ALL TERRAIN SURVEYING AND MAPPING LLC
LICENSED BUSINESS NUMBER #8412
STATE OF FLORIDA

SURVEYED AND DRAFTED BY
TOM SLATER PROFESSIONAL SURVEYOR
AND MAPPER #5795 STATE OF FLORIDA
41742 LOCUST STREET
EUSTIS, FLORIDA 32736
OFFICE (352)483-1300
CELL (352)602-9650
EMAIL : cassia5795@yahoo.com

November 15, 2022 City Council Regular Session Agenda

SURVEY NOTES

- 1) SUBJECT TO ALL RESTRICTIONS EASEMENTS AND RIGHT OF WAY OF RECORD
- 2) UNDERGROUND ENCROCHMENTS NOT LOCATED
- 3) BEARINGS ARE BASED UPON THE SOUTH LINE OF GOVERNMENT LOT 2 AS BEING EAST ACCORDING TO DEED WHICH IS PATENTLY AMBIGUOUS IN REGARDS TO CALLING FOR THE SAME LINE AS BEING S 89°01'00" W RECORDED IN OFFICIAL RECORD BOOK 4712, PAGE 544
- 4) THIS SURVEY WAS CONDUCTED WITHOUT THE BENIFIT OF A TITLE SEARCH, THE DESCRIPTION WAS PROVIDED BY THE CLIENT
- 5) FLOOD ZONE DEPICTIONS ARE EXTRAPOLATED FROM FEMA FLOOD MAPS AND DO NOT CONSTITUTE A SURVEY

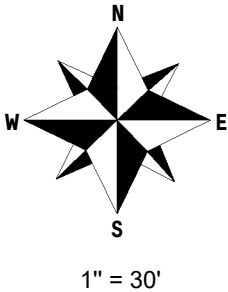
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639.8' FROM THE SE CORNER SAID GOVERNMENT LOT 2 (NOT FOUND); THENCE CONTINUE
S 90°00'00" W 92.22' ON THE SOUTH LINE OF GOVERNMENT LOT 2 TO A SET 5/8" IRON
ROD AND CAP PSM #5795 AND POINT OF BEGINNING; THENCE N 05°07'28" E 72.65' TO A
SET 5/8" IRON ROD AND CAP PSM #5795; THENCE N 44°54'50" W 113.44' TO A SET 5/8"
IRON ROD AND CAP PSM #5795 ON THE EASTERLY LINE OF THE 100' RIGHT OF WAY
TO STATE ROAD 44B; THENCE ON SAID RIGHT OF WAY LINE S 45°13'16" W 216.77' TO A
FOUND 1.5" IRON PIPE ON THE SOUTH LINE OF GOVERNMENT LOT 2; THENCE N 90°00'00" E,
AS A BASE OF BEARING, 227.47' TO THE POINT OF BEGINNING
SAID LAND CONTAINING 0.471 ACRES

THE ABOVE PROPERTY LIES EXCLUSIVELY WITHIN
FLOOD ZONE X DESCRIBED AS AN AREA OF MINIMAL
FLOODING ACCORDING TO THE FEDERAL FLOOD
INSURANCE RATE MAP #12069C0359E
EFFECTIVE DATE DECEMBER 18, 2012

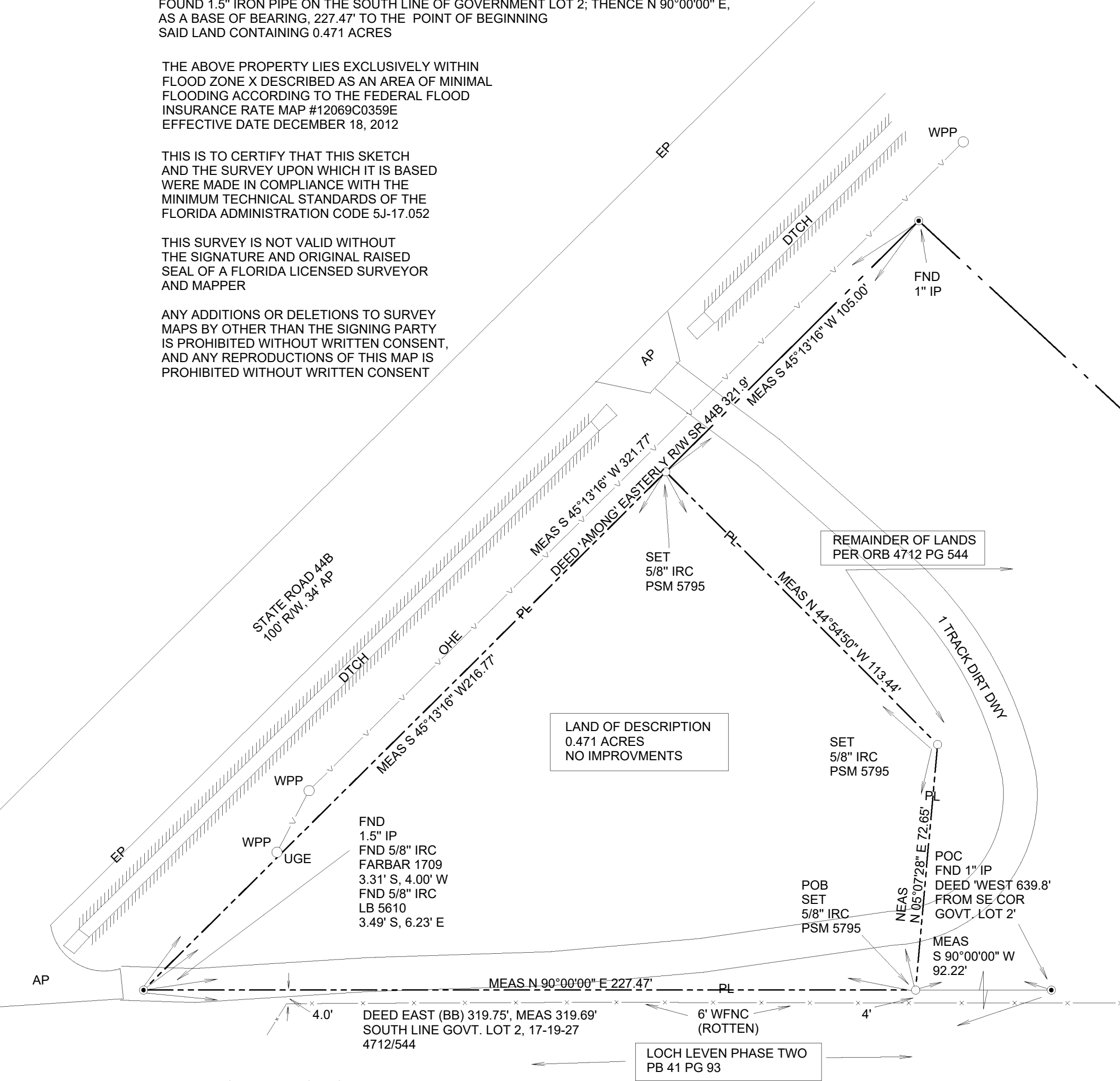
THIS IS TO CERTIFY THAT THIS SKETCH
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MINIMUM TECHNICAL STANDARDS OF THE
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THE SIGNATURE AND ORIGINAL RAISED
SEAL OF A FLORIDA LICENSED SURVEYOR
AND MAPPER

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MAPS BY OTHER THAN THE SIGNING PARTY
IS PROHIBITED WITHOUT WRITTEN CONSENT,
AND ANY REPRODUCTIONS OF THIS MAP IS
PROHIBITED WITHOUT WRITTEN CONSENT



THIS SURVEY IS CERTIFIED TO :
DONNELLY LLC



SURVEY NOTES

- 1) SUBJECT TO ALL RESTRICTIONS EASEMENTS AND RIGHT OF WAY OF RECORD
- 2) UNDERGROUND ENCROCHMENTS NOT LOCATED
- 3) BEARINGS ARE BASED UPON THE SOUTH LINE OF GOVERNMENT LOT 2 AS BEING EAST ACCORDING TO DEED
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DATE OF SURVEY : JUNE, 2022
DATE OF DRAWING : 6-25-22
FIELD BOOK 216 PAGE 2-11

ALL TERRAIN SURVEYING AND MAPPING LLC
LICENSED BUSINESS NUMBER #8412
STATE OF FLORIDA

LEGEND OF ABBREVIATIONS

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SURVEYED AND DRAFTED BY
TOM SLATER PROFESSIONAL SURVEYOR
AND MAPPER #5795 STATE OF FLORIDA
41742 LOCUST STREET
EUSTIS, FLORIDA 32736
OFFICE (352)483-1300
CELL (352)602-9650
EMAIL : cassia5795@yahoo.com

County FLUM



July 6, 2022

Street Names
 Local Streets
 Subdivision Boundaries
 Subdivision Blocks
 Subdivision Lot Numbers
 Subdivision Lots
 Building Footprints
 Address Locations
 Boundary Line Dimensions

Property Name
 Tax Parcels Alternate Key
 Tax Parcels

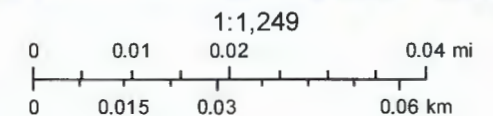
1:1,249
 0 0.01 0.02 0.04 mi
 0 0.015 0.03 0.06 km
 Lake County Property Appraiser
 Lake BCC

County ~~FLUM~~ Zoning



July 6, 2022

- | | | |
|---|-------------------------|--------------------------|
| Street Names | Subdivision Blocks | Building Footprints |
| Local Streets | Subdivision Lot Numbers | Address Locations |
| Subdivision Boundaries | Subdivision Lots | Boundary Line Dimensions |
| November 15, 2022 City Council Regular Session Agenda | | |



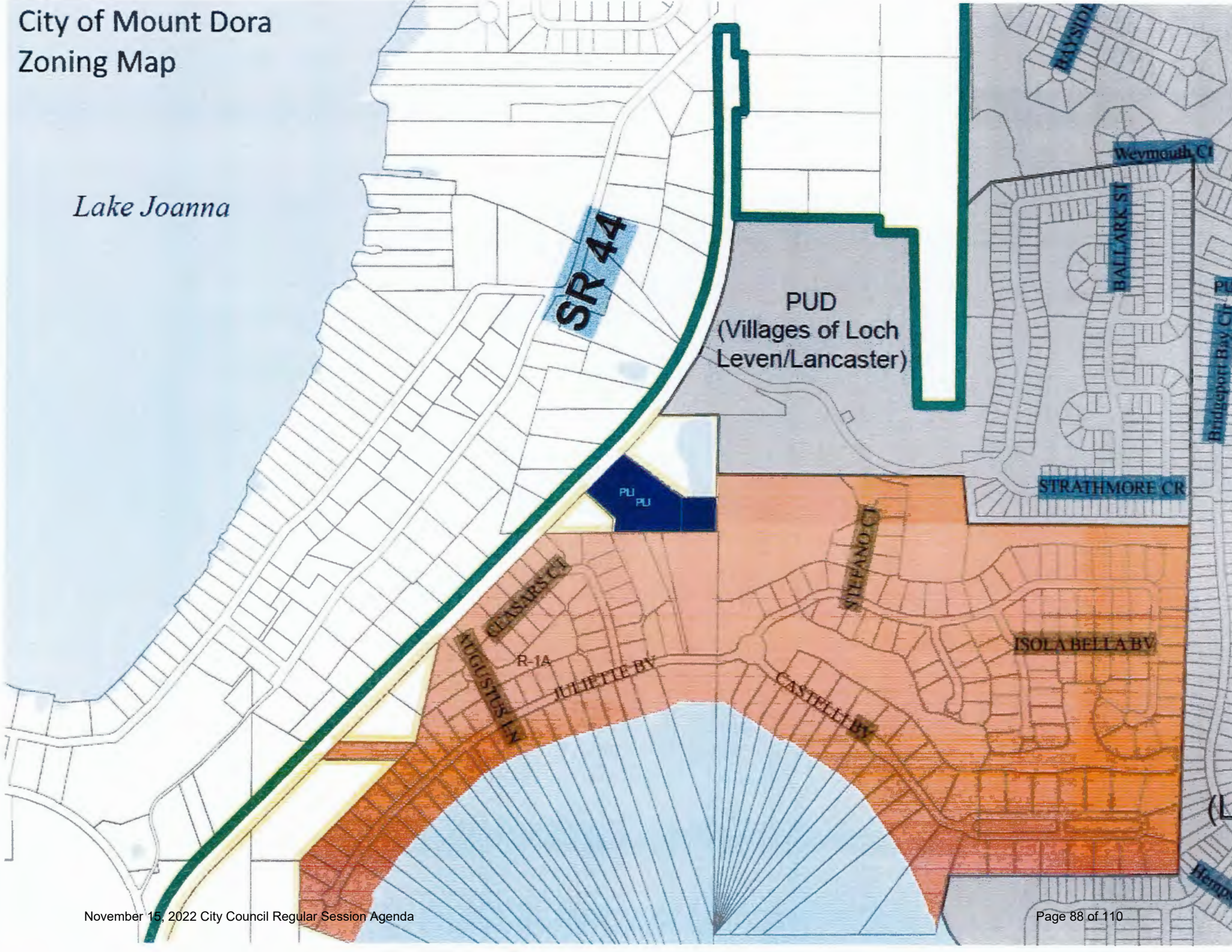
Lake County Property Appraiser
Lake BCC

City of Mount Dora
FLUM

SR 44

R44

City of Mount Dora
Zoning Map



PROPERTY RECORD CARD

General Information

Name: GREEN WHEAT LLC
Alternate Key: 2569476
Mailing Address: 15012 COLLEY DR
Parcel Number: 17-19-27-0001-000-00119
 TAVARES, FL 32778
Millage Group and City: 0002 Unincorporated
Update Mailing Address
2021 Total Certified Millage Rate: 13.7509
Trash/Recycling/Water/Info: [My Public Services Map](#)
Property Location: 18514 STATE ROAD 44
Property Name: --
 EUSTIS FL, 32736
Update Property Location
School Information: [Submit Property Name](#)
[School Locator & Bus Stop Map](#)
[School Boundary Maps](#)
Property Description: FROM THE SOUTHEAST CORNER OF GOVERNMENT LOT 2 SECTION 17 TOWNSHIP 19 SOUTH RANGE 27 EAST THENCE ON THE SOUTH LINE OF SAID GOVERNMENT LOT 2 SOUTH 89-01-00 WEST 581.53 FEET FOR THE POINT OF BEGINNING, THENCE CONTINUE SOUTH 89-01-00 WEST 150.64 FEET, NORTH 04-17-50 EAST 73.04 FEET, NORTH 45-44-28 WEST 113.19 FEET TO THE EASTERLY RIGHT OF STATE ROAD 44B & POINT A, RETURN TO THE POINT RUN THENCE NORTH 04-17-50 EAST 80.96 FEET, NORTH 47-5 WEST 214.32 FEET TO THE EASTERLY RIGHT OF WAY OF STATE 44B, SOUTHWESTERLY ALONG RIGHT OF WAY LINE TO POINT 4712

NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System's Section, Township, Range information or the county in which the property is located. It is intended to represent the land boundary only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.

Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class	Value	Land Value
2	SINGLE FAMILY (0100)	0	0	.67AC	1.000	Lot	\$0.00	\$40,000.00	

[Click here for Zoning Info](#)

[FEMA Flood Map](#)

Residential Building(s)

Building 1

Residential

Building Value: \$67,296.00

Summary

Year Built: 1968	Total Living Area: 1288	Central A/C: Yes	Attached Garage: No
Bedrooms: 3	Full Bathrooms: 2	Half Bathrooms: 0	Fireplaces: 0

[Incorrect Bedroom, Bath, or other information?](#)

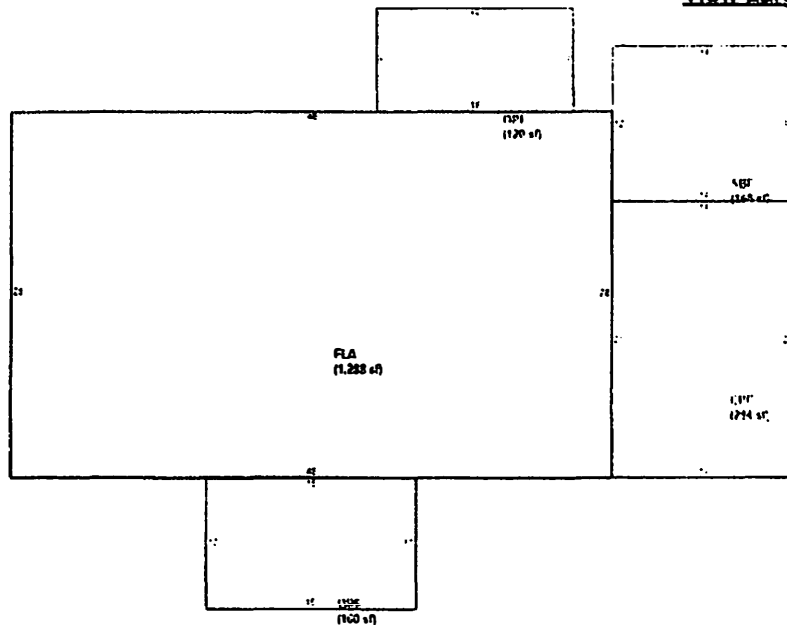
Section(s)

Section Type	Ext. Wall Type	No. Stories	Floor Area
CARPORT FINISHED (CPF)		1.00	294
FINISHED LIVING AREA (FLA)	Block (02)	1.00	1288

OPEN PORCH FINISHED (OPF)
UTILITY STORAGE FINISHED BLOCK (SBF)

1.00 280
1.00 168

[View Larger / Print / Save](#)



Miscellaneous Improvements

No.	Type	No. Units	Unit Type	Year	Depreciated Value
1	UTILITY BLDG UNFINISHED (UBU1)	120	SF	1968	\$192.00
2	CARPOT/POLE SHED UNFINISHED (UCP1)	576	SF	1989	\$691.00

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional official book/page numbers may be listed in the property description above and/or recorded and indexed with the Clerk of Court. [Follow this link to search all documents by owner's name.](#)

Book/Page	Sale Date	Instrument	Qualified/Unqualified	Vacant/Improved	Sale Price
4712 / 544	11/2015	Warranty Deed	Unqualified	Improved	\$90,200.00
4648 / 1613	06/2015	Certificate of Title	Unqualified	Improved	\$100.00
3573 / 1130	01/2008	Quit Claim Deed	Unqualified	Improved	\$100.00
2582 / 82	05/2004	Quit Claim Deed	Unqualified	Improved	\$0.00
850 / 2053	08/1985	Quit Claim Deed	Unqualified	Improved	\$1.00
850 / 2052	08/1985	Quit Claim Deed	Unqualified	Improved	\$1.00

[Click here to search for mortgages, liens, and other legal documents.](#)

Values and Estimated Ad Valorem Taxes

Values shown below are 2022 CERTIFIED VALUES.

The Market Value listed below is not intended to represent the anticipated selling price of the property and should not be relied upon by any individual or entity as a determination of current market value.

Tax Authority	Market Value	Assessed Value	Taxable Value	Millage	Estimated Taxes
LAKE COUNTY BCC GENERAL FUND	\$108,179	\$40,590	\$40,590	5.0529	\$205.10
SCHOOL BOARD STATE	\$108,179	\$108,179	\$108,179	3.5940	\$388.80
SCHOOL BOARD LOCAL	\$108,179	\$108,179	\$108,179	2.9980	\$324.32
LAKE COUNTY WATER AUTHORITY	\$108,179	\$40,590	\$40,590	0.3229	\$13.11
NORTH LAKE HOSPITAL DIST	\$108,179	\$40,590	\$40,590	0.0000	\$0.00
ST JOHNS RIVER FL WATER MGMT DIST	\$108,179	\$40,590	\$40,590	0.2189	\$8.89
LAKE COUNTY MSTU STORMWATER	\$108,179	\$40,590	\$40,590	0.4957	\$20.12
LAKE COUNTY MSTU AMBULANCE	\$108,179	\$40,590	\$40,590	0.4629	\$18.79
LAKE COUNTY VOTED DEBT SERVICE	\$108,179	\$40,590	\$40,590	0.0918	\$3.73
LAKE COUNTY MSTU FIRE	\$108,179	\$40,590	\$40,590	0.5138	\$20.86
			Total:	Total:	
			13.7509		\$1,003.72

NOTE: Information on this Property Record Card is compiled and used by the Lake County Property Appraiser for the sole purpose of ad valorem property tax assessment administration in accordance with the Florida Constitution, Statutes, and Administrative Code. The Lake County Property Appraiser makes no representations or warranties regarding the completeness and accuracy of the data herein, its use or interpretation, the fee or beneficial/equitable title ownership or encumbrances of the property, and assumes no liability associated with its use or misuse. See the posted [Site Notice](#).

Copyright © 2014 Lake County Property Appraiser. All rights reserved.
Property data last updated on March 21, 2022.
Site Notice

PROPERTY RECORD CARD

General Information

Name: **DONNELLY LLC** **Alternate Key:** 3929583
Mailing Address: 15012 COLLEY DR
 TAVARES, FL
 32778 **Parcel Number:** 17-19-27-0002-000-09000
Update Mailing Address **Millage Group and City:** 0002 Unincorporated
2021 Total Certified Millage 13.7509

Rate:

Trash/Recycling/Water/Info: [My Public Services Map](#)

Property Location: STATE ROAD 44
 EUSTIS FL, 32736

Property Name:

[Update Property Location](#) [Submit Property Name](#)
[School Locator & Bus Stop Map](#) [School Boundary Maps](#)

School Information:

Property Description: FROM THE SOUTHEAST CORNER OF GOVERNMENT LOT 2 SECTION 17 TOWNSHIP 19 SOUTH RANGE 27 EAST THENCE ON THE SOUTH LINE OF SAID GOVERNMENT LOT 2 SOUTH 89-01-00 WEST 732.17 FEET FOR THE POINT OF BEGINNING, THENCE CONTINUE SOUTH 89-01-00 WEST 227.38 FEET TO THE EASTERLY RIGHT OF WAY OF STATE ROAD 44B, THENCE NORTH 44-15-32 EAST 247.44 FEET, SOUTH 45-44-28 EAST 113.19 FEET SOUTH 04-17-50 WEST 73.04 FEET TO THE POINT OF BEGINNING ORB 5879 PG 64 ORB 5987 PG 232

NOTE: This property description is a condensed/abbreviated version of the original description as recorded on deeds or other legal instruments in the public records of the Lake County Clerk of Court. It may not include the Public Land Survey System a Section, Township, Range information or the county in which the property is located. It is intended to represent the land being sold only and does not include easements or other interests of record. This description should not be used for purposes of conveying property title. The Property Appraiser assumes no responsibility for the consequences of inappropriate uses or interpretations of the property description.

Land Data

Line	Land Use	Frontage	Depth	Notes	No. Units	Type	Class Value	Land Value
1	VACANT RESIDENTIAL (0000)	0	0		1.000	Lot	\$0.00	\$40,000.00

[Click here for Zoning Info](#)

[FEMA Flood Map](#)

Miscellaneous Improvements

There is no improvement information to display.

Sales History

NOTE: This section is not intended to be a complete chain of title. Additional offset book/page numbers may be listed in the property description above and/or recorded and indexed with the Clerk of Court. [Click the link to search all descriptions for current value.](#)

Book/Page	Sale Date	Instrument	Qualified/Unqualified	Vacant/Improved	Sale Price
5987 / 232	07/2022	Misc Deed/Document	Unqualified	Vacant	\$100.00
5879 / 64	01/2022	Warranty Deed	Unqualified	Vacant	\$100.00

[Click here to search for mortgages, liens, and other legal documents.](#)

Values and Estimated Ad Valorem Taxes

Values shown below are 2022 CERTIFIED VALUES.

The Market Value listed below is not intended to represent the anticipated selling price of the property and should not be relied upon by any individual or entity as a determination of current market value.

Tax Authority	Market Value	Assessed Value	Taxable Value	Millage	Estimated Taxes
---------------	--------------	----------------	---------------	---------	-----------------

9/5/22, 1:35 AM

Property Details : Lake County Property Appraiser

LAKE COUNTY BCC GENERAL FUND	\$40,000	\$40,000	\$40,000	5.0529	\$202.12
SCHOOL BOARD STATE	\$40,000	\$40,000	\$40,000	3.5940	\$143.76
SCHOOL BOARD LOCAL	\$40,000	\$40,000	\$40,000	2.9980	\$119.92
LAKE COUNTY WATER AUTHORITY	\$40,000	\$40,000	\$40,000	0.3229	\$12.92
NORTH LAKE HOSPITAL DIST	\$40,000	\$40,000	\$40,000	0.0000	\$0.00
ST JOHNS RIVER FL WATER MGMT DIST	\$40,000	\$40,000	\$40,000	0.2189	\$8.76
LAKE COUNTY MSTU STORMWATER	\$40,000	\$40,000	\$40,000	0.4957	\$19.83
LAKE COUNTY MSTU AMBULANCE	\$40,000	\$40,000	\$40,000	0.4629	\$18.52
LAKE COUNTY VOTED DEBT SERVICE	\$40,000	\$40,000	\$40,000	0.0918	\$3.67
LAKE COUNTY MSTU FIRE	\$40,000	\$40,000	\$40,000	0.5138	\$20.55
				Total:	Total:
				13.7509	\$550.05

NOTE: Information on this Property Record Card is compiled and used by the Lake County Property Appraiser for the sole purpose of ad valorem property tax assessment administration in accordance with the Florida Constitution, Statutes, and Administrative Code. The Lake County Property Appraiser makes no representations or warranties regarding the completeness and accuracy of the data herein. Its use or interpretation, the fee or benefit/equitable title ownership or encumbrances of the property, and assumes no liability associated with its use or misuse. See the posted [Site Notice](#).

Copyright © 2014 Lake County Property Appraiser. All rights reserved.
Property data last updated on March 21, 2022.
Site Notice

INSTRUMENT#: 2015130350 OR BK 4712 PG 544 PAGES: 2 12/2/2015 1:24:42 PM
NEIL KELLY, LAKE COUNTY CLERK OF THE CIRCUIT COURT
REC FEES: \$18.50 DEED DOC:\$631.40

Prepared by and Return to:
Bay National Title Company
Jonathon D. Angeross
13577 Feather Sound Drive, Ste 250
Clearwater, FL 33762

File #: GRC-36164

Parcel ID #: 17-19-27-000100000119

For official use by Clerk's office only

SPECIAL WARRANTY DEED
(Corporate Seller)

THIS INDENTURE, made this 11/21 2015, between U.S. Bank Trust, N.A. as Trustee for LSF9 Master Participation Trust, with a mailing address of 6031 Connection Drive, Irving, TX 75039, party of the first part, and Green Wheat LLC, a Florida limited liability company whose mailing address is 1502 N. Donnelly Street, Suite 105, Mount Dora, FL 32757, party/parties of the second part,

WITNESSETH:

First party, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other valuable considerations, receipt whereof is hereby acknowledged, does hereby grant, bargain, sell, aliens, remises, releases, conveys and confirms unto second party/parties, his/her/their heirs and assigns, the following described property, towit:

FROM THE SOUTHEAST CORNER OF GOVERNMENT LOT 2, IN SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, RUN THENCE WEST ALONG THE SOUTH LINE OF SAID GOVERNMENT LOT 2, 689.8 FEET, FOR A POINT OF BEGINNING; RUN THENCE NORTH 25 DEGREES 09 MINUTES EAST 108.4 FEET; THENCE NORTH 47 DEGREES 57 MINUTES WEST 189.85 FEET TO THE EASTERLY RIGHT OF WAY LINE OF STATE ROAD 44B; RUN THENCE SOUTHWESTERLY AMONG THE EASTERLY RIGHT OF WAY LINE OF SAID STATE ROAD 44B, 321.9 FEET TO THE SOUTH LINE OF GOVERNMENT LOT 2; RUN THENCE EAST 319.75 FEET TO THE POINT OF BEGINNING. AND FROM THE SOUTHEAST CORNER OF GOVERNMENT LOT 2 IN SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, RUN THENCE SOUTH 89 DEGREES 01 MINUTE 00 SECONDS WEST ALONG THE SOUTH LINE OF SAID GOVERNMENT LOT 2 A DISTANCE OF 581.53 FEET FOR A POINT OF BEGINNING; CONTINUE THENCE SOUTH 89 DEGREES 01 MINUTE 00 SECONDS WEST ALONG SAID SOUTH LINE GOVERNMENT LOT 2 A DISTANCE OF 58.27 FEET; THENCE NORTH 25 DEGREES 09 MINUTES 00 SECONDS EAST 108.40 FEET; THENCE SOUTH 47 DEGREES 57 MINUTES 00 SECONDS EAST 24.47 FEET; THENCE SOUTH 4 DEGREES 14 MINUTE 05 SECONDS WEST 80.96 FEET TO THE POINT OF BEGINNING.

More commonly known as: 18514 State Road 44, Eustis, FL 32736

Subject, however, to all covenants, conditions, restrictions, reservations, limitations, easements and to all applicable zoning ordinances and/or restrictions and prohibitions imposed by governmental authorities, if any.

TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining. TO HAVE AND TO HOLD the same in fee simple forever.

AND the party of the first part hereby covenants with said party of the second part, that it is lawfully seized of said land in fee simple: that it has good right and lawful authority to sell and convey said land; that it hereby fully warrants the title to said land

This document is being executed by virtue of a Power of
Attorney recorded on 10/24/14, in OR BK 18566, PG
2220, of the official records of Pinellas County, Florida

and will defend the same against the lawful claims of all persons claiming by, through or under the party of the first part

IN WITNESS WHEREOF, first party has signed and sealed these present the date set forth on 11/2/15 2015.

Signed, sealed and delivered
in the presence of:

Witness signature

Schaking Hernandez

Print witness name

Witness signature

Timothy J. Walter

Print witness name

Texas

State of

Dallas

County of

THE FOREGOING INSTRUMENT was acknowledged before me this 2 day of Nov 2015
by:

Odette Hodges

who is the

Authorized Signatory

of Callber Home Loans,

Inc. as Attorney in Fact for U.S. Bank Trust, N.A. as Trustee for LSF9 Master Participation Trust who is personally known to
me or who has produced driver's license as identification.

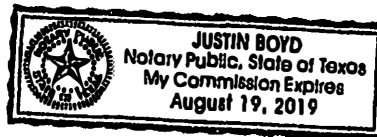
Notary Public

Justin Boyd

Print Notary Name

My Commission Expires:

Notary Seal



U.S. Bank Trust, N.A. as Trustee for LSF9 Master
Participation Trust by Callber Home Loans, Inc. as
Attorney in Fact

By

Odette Hodges

Authorized Signatory

Address: 6031 Connection Drive
Irving, TX 75039

(Corporate Seal)

Prepared by:

Name Benjamin L. Champion
Address 15012 Colley Dr
Tavares FL 32778

STATE OF FLORIDA
COUNTY OF LAKE

Property Appraiser's Parcel ID No. 17-19-27-0002-000-09000

DEED OF CORRECTION

KNOW ALL MEN BY THESE PRESENTS THAT:

That whereas Green Wheat LLC, a Florida Limited Liability Corporation located at 15012 Colley Dr, Tavares FL 32778, hereinafter referred to as Grantor, did, on or about the 18th day of January 2022, execute and deliver to Donnelly LLC, a Florida Limited Liability Corporation located at 15012 Colley Dr, Tavares FL 32778, hereinafter referred to as Grantee, a conveyance of the certain lands, situated in Lake County, Florida, and more particularly described in in that certain Warranty Deed recorded, on or about, January 18th, 2022; in Official Records of Lake County Book 5879 Pages 64 and 65 and incorporated herein by reference.

Whereas said conveyance contains a mutual mistake and was; and whereas, to prevent difficulties hereafter, it is appropriate to correct the record in this regard;

NOW, THEREFORE, the said Grantor, in consideration of the premises aforesaid and of One Dollar (\$1.00) to them paid by Grantee, which is hereby acknowledged, hereby grant, bargain, sell, and convey unto the said Grantee all of the tract of land situated in the County of Lake, State of Florida, which is described in Exhibit "A" attached hereto.

TO HAVE AND TO HOLD the premises, described in said Exhibit "A" herein conveyed together with all and singular the rights and appurtenances thereto in any wise belonging unto Grantee and its assigns forever; and Grantors do hereby bind ourselves, our heirs, executors, administrators, successors and assigns to Warrant and Forever Defend all and singular the said premises herein conveyed unto the Grantee, and its assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof.

This is a correction deed, given and accepted as such in substitution for such earlier said deed, and it shall be effectual as of and retroactive to such date. However, except as herein corrected, such prior deed shall remain in full force and effect.

IN WITNESS WHEREOF, this instrument is executed on this the 6th day of July, 2022.

Signed, sealed and delivered in the presence of:

Beverly Thomas
Witness Signature

Beverly Thomas
Printed Name

Barbara Kreidel
Witness Signature

Barbara Kreidel
Printed Name

For Green what LLC
[Signature]
Signature of Grantor Benjamin L. Champion
as Manager Green what Management LLC
Printed Name

STATE OF FLORIDA
COUNTY OF LAKE

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 6th day of July (date), by Benjamin Laurens Champion (name of person acknowledging), who is personally known to me or who has produced FLD (type of identification) as identification.

Beverly Thomas (Signature)

(Seal)

Beverly Thomas
(Notary's Name print, type of stamp)

(Title or Rank)

(Serial number, if any)

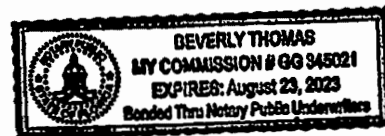


EXHIBIT A**LEGAL DESCRIPTION:**

THAT PORTION OF LANDS DESCRIBED IN OFFICIAL RECORD BOOK 4712, PAGE 544 IN GOVERNMENT LOT 2, SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT A FOUND 1" IRON PIPE ON THE SOUTH LINE OF GOVERNMENT LOT 2 SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST DESCRIBED IN OFFICIAL RECORD BOOK 4712, PAGE 544 PUBLIC RECORDS OF LAKE COUNTY, FLORIDA AS BEING WEST 639.8' FROM THE SE CORNER SAID GOVERNMENT LOT 2 (NOT FOUND); THENCE CONTINUE S 90°00'00" W 92.22' ON THE SOUTH LINE OF GOVERNMENT LOT 2 TO A SET 5/8" IRON ROD AND CAP PSM #5795 AND POINT OF BEGINNING; THENCE N 05°07'28" E 72.65' TO A SET 5/8" IRON ROD AND CAP PSM#5795; THENCE N 44°54'50" W 113.44' TO A SET 5/8" IRON ROD AND CAP PSM #5795 ON THE EASTERLY LINE OF THE 100' RIGHT OF WAY TO STATE ROAD 44B; THENCE ON SAID RIGHT OF WAY LINE S 45°13'16" W 216.77' TO A FOUND 1.5" IRON PIPE ON THE SOUTH LINE OF GOVERNMENT LOT 2; THENCE N 90°00'00" E, AS A BASE OF BEARING, 227.47 TO THE POINT OF BEGINNING SAID LAND CONTAINING.471 ACRES

GRANTOR RETAINS THE FOLLOWING:

THAT PORTION OF LANDS DESCRIBED IN OFFICIAL RECORD BOOK 4712 PAGE 544 IN GOVERNMENT LOT 2, SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST TO BE MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AND BEGIN AT A FOUND 1" IRON PIPE ON THE SOUTH LINE OF GOVERNMENT LOT 2, SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST DESCRIBED IN OFFICIAL RECORD BOOK 4712, PAGE 544 PUBLIC RECORDS OF LAKE COUNTY, FLORIDA AS BEING WEST 639.8' FROM THE SE CORNER OF GOVERNMENT LOT 2 (NOT FOUND); THENCE CONTINUE S 90°00'00" W, AS A BASE OF BEARING 92.22' ON THE SOUTH LINE OF GOVERNMENT LOT 2 TO A SET 5/8" IRON ROD AND CAP PSM #5795; THENCE N 05°07'28" E 72.65' TO A SET 5/8" IRON ROD AND CAP PSM#5795; THENCE N 44°54'50" W 113.44'; TO A SET 5/8" IRON ROD AND CAP PSM #5795 ON THE EASTERLY LINE OF THE 100' RIGHT OF WAY TO STATE ROAD 44B; THENCE ON SAID RIGHT OF WAY LINE N 45°13'16" E 105.00' TO A FOUND 1" IRON PIPE; THENCE S 47°04'51" E 214.18' TO A FOUND 4" DIAMETER CONCRETE MONUMENT; THENCE S 04°59'54" W 81.20' TO A FOUND 4" DIAMETER CONCRETE MONUMENT; THENCE N 89°54'31" W 58.49' TO THE 1" IRON PIPE A THE POINT OF COMMENCEMENT/POINT OF BEGINNING. SAID LAND CONTAINING 0.670 ACRES.

Traffic Impact Analysis

One additional home will generate approximately 10 additional daily trips. This will mostly impact SR44 which is not a City of Mt Dora maintained road.

Need and Justification for Change

The need is annexation into City of Mount Dora, which necessitates a zoning change from County to City. The requested zoning R-1A is the same density as it is currently with Lake County 4 du/ac and the same zoning as Loch Leven which is adjacent to the south.

Vacant land with same zoning as requested include Altkey#: 3378636, 3871520, 1048311, 1109311, and 1109329

This zoning will further the purposes and intent of City's Comprehensive Plan by having identical zoning for adjacent properties and compatible zoning for any other adjacent parcels that do not have identical zoning. In this case, Loch Leven has same zoning as proposed and Church to the north has compatible zoning.

Please see availability letter from City of Mount Dora Public Works that shows water and sewer is available. Road Frontage is on State Road 44 which is not maintained by City of Mount Dora.

No impact on natural environment is anticipated other than the eventual construction of one additional home by some other party in the future.

**NOTICE OF PROPOSED ENACTMENT
ORDINANCE NO. 2022-19
CITY OF MOUNT DORA, FLORIDA**

Notice is hereby given that the City Council of the City of Mount Dora, Florida proposes to enact Ordinance No. 2022-19. The final public hearing on the ordinance will be held on **Tuesday, November 15, 2022, at 6:00 p.m.**, or as soon thereafter as possible at City Hall, 510 North Baker Street, Mount Dora, Florida.

The title and substance of Ordinance No. 2022-09 is as follows:

ORDINANCE NO: 2022-19

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA,
PERTAINING TO THE ZONING DISTRICT CLASSIFICATION
CHANGE FOR THAT PROPERTY LOCATED EAST SIDE OF SR 44
AND SOUTH OF MEADENHALL BOULEVARD; PROVIDING FOR
LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR ZONING
DISTRICT CLASSIFICATION CHANGE; PROVIDING FOR OFFICIAL
ZONING MAP AMENDMENT; PROVIDING FOR IMPLEMENTATION
OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE;
PROVIDING FOR NON-CODIFICATION AND SCRIVENER'S ERRORS;
PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY;
AND PROVIDING AN EFFECTIVE DATE.**

Interested parties may appear at the meeting and be heard with respect to the proposed ordinance.

This public hearing may be continued to a future date or dates. The times, places, and dates of any continuances of a public hearing shall be announced during the public hearing without any further published notice.

The file may be inspected by the public at the Planning and Development Department, City Hall, 510 N. Baker Street, Mount Dora, Florida between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

Notice: If any person decides to appeal any decisions 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 a special accommodation to participate in this proceeding should contact Planning and Development 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.

For Questions or Comments, please email planningcomments@cityofmounddora.com

Published (Legal Notice): November 4, 2022

The City Council of the City of Mount Dora, Florida will conduct public hearings to consider the adoption of Ordinance No. 2022-19 on **Tuesday, November 15, 2022**. This meeting will be held at City Hall, 510 North Baker Street, Mount Dora, Florida and will begin at 6:00 p.m., or as soon thereafter as possible

Interested parties may appear at the meeting and be heard with respect to the proposed change in zoning.

This public hearing may be continued to a future date or dates. The times, places, and dates of any continuances of a public hearing shall be announced during the public hearing without any further published notice.

The file may be inspected by the public at the Planning and Development Department, City Hall, 510 North Baker Street, Mount Dora, Florida between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

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 records include the testimony and evidence upon which the appeal is to be based.

Notice: In accordance with the American with Disabilities Act persons with disabilities needing special accommodations to participate in this proceeding shall 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.

For Questions or Comments, please email staff at **planningcomments@cityofmounddora.com**.

Title in 18 point
2 column, 10.5 inch; Non-legal
Publish: November 4, 2022

ORDINANCE NO: 2022-19

AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE ZONING DISTRICT CLASSIFICATION CHANGE FOR THAT PROPERTY LOCATED EAST SIDE OF SR 44 AND SOUTH OF MEADENHALL BOULEVARD; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR ZONING DISTRICT CLASSIFICATION CHANGE; PROVIDING FOR OFFICIAL ZONING MAP AMENDMENT; PROVIDING FOR IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR NON-CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Green Wheat LLC and Donnelly LLC, as the fee simple owners of the property submitted an application to the City of Mount Dora requesting a zoning district classification change and a Zoning Map amendment for that property located on the east side of SR 44 and south of Meadenhall Boulevard, as depicted in **Exhibit “A”** (Property); and

WHEREAS, the requested zoning district classification change and Zoning Map amendment are consistent with the City of Mount Dora Comprehensive Plan and meet the criteria established by Florida Statutes, Chapter 166; and

WHEREAS, pursuant to applicable law, notice has been given to Lake County and to the public by publication in a newspaper of general circulation in the City; and

WHEREAS, on October 19, 2022, the City of Mount Dora Planning and Zoning Commission approved the requested zoning district classification change and Zoning Map Amendment; and

WHEREAS, the City of Mount Dora held a duly noticed public hearing on the proposed zoning district classification change for the Property to Single Family Residential (R-1A), considered the findings and advice of staff and considered the written information, oral comments and supporting data and analysis provided by citizens and all interested parties; and

WHEREAS, the City of Mount Dora finds such zoning district classification change and Zoning Map amendment serves a legitimate public purpose and is in the best interest of the health, safety and welfare of the citizens of the City of Mount Dora, Florida.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF MOUNT DORA, FLORIDA:

SECTION 1. LEGISLATIVE FINDINGS AND INTENT. The City of Mount Dora has complied with all requirements and procedures of Florida law in processing this Ordinance. The above recitals are hereby adopted as legislative findings and intent of the City of Mount Dora.

SECTION 2. ZONING DISTRICT CLASSIFICATION CHANGE. Pursuant to City of Mount Dora Land Development Code, Chapter III, the Property as more particularly described below is hereby rezoned and assigned the Single-Family Residential (R-1A) zoning classification:

PARCEL 1 (Alternate Key No. 2569476):

THAT PORTION OF LANDS DESCRIBED IN OFFICIAL RECORD BOOK 4712 PAGE 544 IN GOVERNMENT LOT 2, SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST TO BE MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AND BEGIN AT A FOUND 1" IRON PIPE ON THE SOUTH LINE OF GOVERNMENT LOT 2, SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST DESCRIBED IN OFFICIAL RECORD BOOK 4712, PAGE 544 PUBLIC RECORDS OF LAKE COUNTY, FLORIDA AS BEING WEST 639.8' FROM THE SE CORNER OF GOVERNMENT LOT 2 (NOT FOUND); THENCE CONTINUE S 90°00'00" W, AS A BASE OF BEARING 92.22' ON THE SOUTH LINE OF GOVERNMENT LOT 2 TO A SET 5/8" IRON ROD AND CAP PSM #5795; THENCE N 05°07'28" E 72.65' TO A SET 5/8" IRON ROD AND CAP PSM#5795; THENCE N 44°54'50" W 113.44'; TO A SET 5/8" IRON ROD AND CAP PSM #5795 ON THE EASTERLY LINE OF THE 100' RIGHT OF WAY TO STATE ROAD 44B; THENCE ON SAID RIGHT OF WAY LINE N 45°13'16" E 105.00' TO A FOUND 1" IRON PIPE; THENCE S 47°04'51" E 214.18' TO A FOUND 4" DIAMETER CONCRETE MONUMENT; THENCE S 04°59'54" W 81.20' TO A FOUND 4" DIAMETER CONCRETE MONUMENT; THENCE N 89°54'31" W 58.49' TO THE 1" IRON PIPE A THE POINT OF COMMENCEMENT/POINT OF BEGINNING. SAID LAND CONTAINING 0.670 ACRES.

PARCEL 2 (Alternate Key 3929583):

THAT PORTION OF LANDS DESCRIBED IN OFFICIAL RECORD BOOK 4712, PAGE 544 IN GOVERNMENT LOT 2, SECTION 17, TOWNSHIP 19 SOUTH, RANGE 27 EAST MORE PARTICULARLY DESCRIBED AS FOLLOWS:

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THE 100' RIGHT OF WAY TO STATE ROAD 44B; THENCE ON SAID RIGHT OF WAY LINE S 45°13'16" W 216.77' TO A FOUND 1.5" IRON PIPE ON THE SOUTH LINE OF GOVERNMENT LOT 2; THENCE N 90°00'00" E, AS A BASE OF BEARING, 227.47 TO THE POINT OF BEGINNING SAID LAND CONTAINING 0.471 ACRES.

SECTION 3. OFFICIAL ZONING MAP AMENDMENT. The Official City Zoning Map of the City of Mount Dora shall be amended to conform to the zoning assignment approved in Section 2 of this Ordinance.

SECTION 4. IMPLEMENTING ADMINISTRATIVE ACTIONS. The City Manager is hereby authorized and directed to take such actions as are deemed necessary and appropriate in order to implement the provisions of this Ordinance. The City Manager may, as deemed appropriate, necessary and convenient, delegate the powers of implementation as herein set forth to such City employees as deemed effectual and prudent.

SECTION 5. SAVINGS CLAUSE. All prior actions of the City of Mount Dora pertaining to the zoning district classification change and Zoning Map amendment related to the Property, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Ordinance.

SECTION 6. NON-CODIFICATION AND SCRIVENER'S ERRORS. The provisions of this Ordinance shall not be codified in the City of Mount Dora Code of Ordinances. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk and City Attorney, may be corrected.

SECTION 7. CONFLICTS. All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 8. SEVERABILITY. If any Section or portion of a Section of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other Section or part of this Ordinance.

SECTION 9. EFFECTIVE DATE. This Ordinance shall become effective immediately upon adoption.

Signatures on Following Page

FIRST READING: November 1, 2022

SECOND READING: November 15, 2002

PASSED AND ADOPTED this 15th day of November, 2022.

CRISSY STILE
MAYOR of the City of Mount Dora, Florida

ATTEST:

JEANANN HAND
INTERIM CITY CLERK

For the use and reliance of City of Mount Dora only.
Approved as to form and legality.

Sherry G. Sutphen
City Attorney

EXHIBIT “A”
Property Depiction

Legend

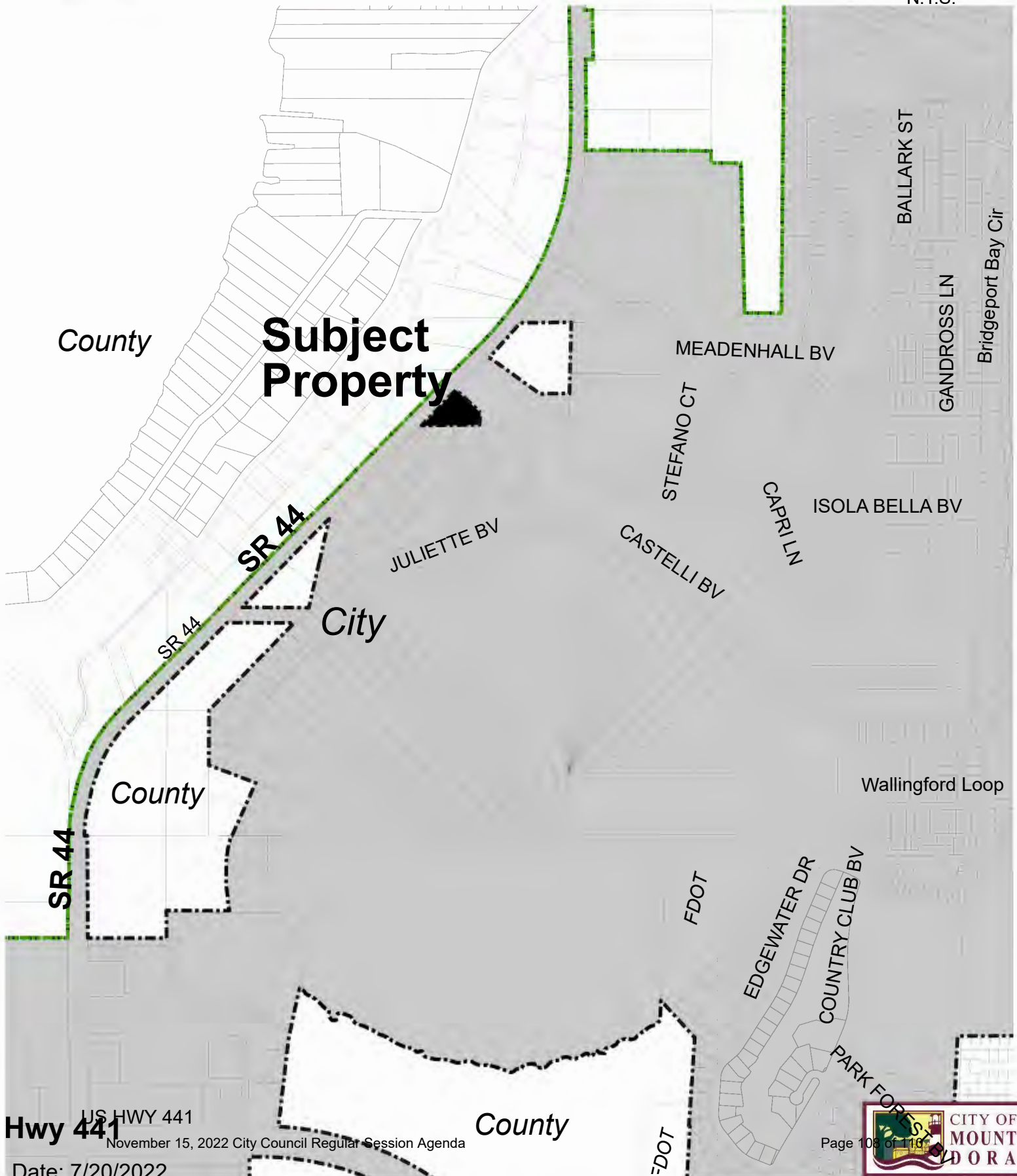
-  Subject Property
-  JPA Boundary
-  City Limits

Vicinity Map

N



N.T.S.



Hwy 441

US HWY 441

November 15, 2022 City Council Regular Session Agenda

Date: 7/20/2022

Prepared by: Mount Dora Planning and Development Dept * 510 N. Baker Street, Mount Dora, FL 32757 * 352-735-7112





510 N. Baker St.
Mount Dora, FL 32757
352-735-7126

DATE: November 15, 2022

TO: Honorable Mayor and City Council Members

FROM: Patrick C. Comiskey, City Manager *Patrick C. Comiskey*

SUBJECT: Lobbyist Update

Introduction:

Gray Robinson, P.A. represents the City of Mount Dora during the 2023 Legislative process in Tallahassee, Florida. Their work includes identification of legislative priorities, formulation of strategy, research, communication with elected officials, and reporting the status on current work in progress.

Discussion:

Gray Robinson, P.A. supports the City of Mount Dora in respect to Legislative items and appropriations. Attached is the monthly report for October 2022.

Budget Impact:

Lobbyist Activities are funded in account 421-1910-536.31-11 in the amount of \$42,000.00.

Strategic Impact:

The contract with Gray Robinson, P.A. allows for cooperation from State, County, and surrounding communities toward the Innovation District and future infrastructure through grants and legislative processes.

Recommendation:

Data provided is informational.

Attachment(s):

1. Attachment #1 Mount Dora October 2022 Report_48730671v1

Prepared by: Merry Lovern, Executive Assistant

Reviewed by: Jeanann Hand, Interim City Clerk

Final Approval - 11/9/2022

ATTACHMENT #1

October 28, 2022

City of Mount Dora October Activity Report

Special Session

On October 20th, Governor DeSantis announced that he is working with the Legislature to call a Special Session in December to address property tax obligations and provide needed economic relief for residents impacted by Hurricane Ian. Additionally, the Special Session will address solutions to stabilize Florida's property insurance market that will introduce more competition and policies that will lower prices for consumers.

Although an official announcement with dates is forthcoming, we are told the special session will likely be held the week of December 5th.

Communications

- Ryan Matthews call with Department of Agriculture and Consumer Services (DACS) General Counsel re Marijuana Facility

Next Steps

- Continue to update Mount Dora on grant opportunities
- Continue to follow-up with DEO re Job Growth Application
- Schedule meeting with DACS re Marijuana Facility
- Schedule zoom meeting after the election with Mount Dora staff to continue discussion of 2023 Legislative Priorities
- December 2022- Meet with delegation members to discuss priorities for the 2023 Legislative Session

Ryan Matthews/Angela Drzewiecki