



City of Mount Dora
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SPECIAL MEETING
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
City Hall Board Room
510 N. Baker Street, Mount Dora, FL
September 13, 2023 at 5:30 PM

AGENDA

- I. Call to Order
- II. Roll Call, Moment of Silence and Pledge of Allegiance
- III. Public Comment Period
- IV. Discussion: FY 23-24 Mount Dora Community Redevelopment Agency Budget
- VI. Other Business
- VII. Adjournment

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

NOTICE: For purposes of Section 286.011, *Florida Statutes*, two (2) or more members of the City Council may be present at this meeting and this meeting may be considered a City Council meeting although no decision of the City Council will be made at this meeting and the City Council shall comply with the requirements of controlling State law in every respect.

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. The City shall not make or perfect such a record. Section 286.0105, *Florida Statutes*.

NOTICE: In accordance with the Americans with Disabilities Act ("ADA") and Florida Statutes, Section 286.26, persons with disabilities needing a reasonable accommodation to participate in a public hearing or meeting should contact the City of Mount Dora's ADA Coordinator at least 48 hours prior to the proceeding. The ADA Coordinator may be contacted by phone at 352-7357126, ext. 1111, or by email at clerk@cityofmounddora.com.

If hearing impaired, telephone the Florida Relay Service numbers (800) 955-8771 (TDD) or (800) 955- 8770 (Voice) for assistance.

All regularly scheduled meetings are held the first Wednesday of every other month at 5:30 p.m. at City Hall – 510 N. Baker Street.

**CITY OF
MOUNT DORA, FLORIDA**



August 2, 2023

**CRA ADVISORY COMMITTEE
MINUTES**

1. Call to Order

Having been duly noticed as required by law, the August 2, 2023 meeting of the Mount Dora Community Redevelopment Agency Committee was called in order by Chair, David Berndt at 5:30PM.

11. Roll Call

Present: David Berndt; Andrea Lothar; Akhtar Hussain; Jay Smith, Patrick Murray

Absent: Jack Whittaker, Barbara Hensinger

City Staff: Adam Sumner, Deputy Planning Director and CRA Manager; Catherine Hutcheson, Administrative Coordinator; Officer Nathanael Warford

III. Public Comment Period

No one wished to provide public comments.

IV. Approval of Minutes of May 3, 2023

Motion by Mr. Smith, seconded by Ms. Lothar to approve the minutes of May 3, 2023. The minutes were approved unanimously by voice vote.

FOR: David Berndt; Andrea Lothar; Akhtar Hussain; Jay Smith, Patrick Murray

AGAINST: 0

MOTION CARRIED: 5-0

V. Discussions:

Verizon Wireless

New antennae going to be in five out of six locations throughout the CRA/ Historical area. Chris, from Verizon Wireless, gave a brief description on the different type of poles that could go up in the city with the board. Chris gave emphasis that the poles will blend in with the scenery of the city so as not to be obstructive.

Ms. Lotter asked how important the locations of the poles are.

Chris answered by saying that they are strategically placed.

Mr. Sumner stated they are trying to not have two poles side by side.

Mr. Hussain questioned whether this will only benefit Verizon subscribers.

Mr. Sumner stated that this will be better for the city as a whole. Especially for the city workers who lack cell service such as Police and Public Work, while in the city.

Chris further elaborated with his presentation what the poles would look like as a decorative light without a power cabinet attached and with a cabinet.

Further style designs given with the presentation to the board.

Chris made a recommendation to do a decorative light with sign attachments because the city holds so many events.

Mr. Sumner told the board that Verizon is willing to work with the city to make their technology work without causing a blight.

Mr. Sumner thanked Chris and his team.

Ms. Lotter asked about the completion timeframe.

Chris stated for later in the year, possibly in the first quarter of next year.

Mr. Smith asked if the poles and receivers could be placed on rooftops so it was completely out of site.

Chris responded by saying that rooftops require leases and agreements with building owners; as well as the reflections from the roof can make the poles look worse.

Mr. Sumner gave further response by saying it has to do with life-safety in the historic district and the height limit.

The board thanked them for coming.

Golf Cart Parking in Sunset Park Pedestrian Mall

Mr. Sumner stated that many golf carts has been registering with the City's Police Department, he did not have exact numbers.

Mr. Sumner stated he would get those updated numbers to the board by tomorrow 8/3/23.

The city is looking into creating further parking strictly for golf carts. The city has also taken efforts to teach golf cart users how to park correctly with a pamphlet.

Mr. Sumner elaborated that the pamphlet states that golf carts are not allowed to park in parallel parking spots.

Mr. Sumner stated that parking golf carts and possibly motorcycles in the 4th Avenue Pedestrian Mall.

Mr. Sumner gave brief history on that parking area. He stated that it was not made to have larger vehicles parking there because the bricks were never sealed. This area is mainly used for the Christmas tree.

Mr. Sumner stated that the council requested a response from the board if they would be ok with that area being used for golf cart and motorcycle parking when the tree is not there.

Mr. Sumner apologized if the CRA was not clear on the location as he did not have time to get a photo for them. He further elaborated where it is located.

Mr. Berndt stated that a big purple delivery truck parks there regularly.

Mr. Hussain agreed that he saw the truck as well.

Mr. Sumner was surprised to hear this.

Mr. Hussain said that delivery trucks are always using that area.

Mr. Sumner asked Mr. Hussain why he did not call him.

Mr. Hussain stated that the damage is done when the truck is already there so there is no need to call.

Mr. Sumner disagreed and advised Mr. Hussain to call him next time this happens. Mr. Smith stated that the farmers market is there on Sundays.

Further discussion on the large vehicles parking in that area and how to deal with that.

Officer Warford stated that the lot is marked for no motorized vehicles so the sign would need to be changed to allow golf carts. He further stated that the gate does get moved so people can park. He was unsure of who opens those gates.

Mr. Warford stated that he has addressed a couple of the parking issues there. He is unable to tow the vehicles but they are ticked for \$25.00 City Ordinance violation.

Mr. Warford stated it is not a towable offense but they have no problem issuing tickets.

Mr. Smith asked if they had previously discussed raising the fines for parking offenses with delivery trucks.

Further discussion between the board members.

Mr. Sumner stated that if council adopts the golf cart parking ordinance that the signage will be very strict.

Mr. Sumner stated he has seen PD constantly in that area addressing the issue.

Mr. Sumner requested that the board call him or Officer Warford next time a parking incident happens.

Mr. Hussain asked if there was any designated parking besides on the main street. Mr. Hussain feels there needs to be better education about parking and speeding.

Mr. Sumner re-stated that everyone should be calling him to take care of it.

Mr. Hussain stated that he does not feel it is his job to call anyone about speeding or parking issues.

Further discussion between Mr. Hussain and Mr. Sumner.

Mr. Murray asked if they receive a parking warning before being ticketed.

Officer Warford educated the board on the citation process for the City.

Mr. Hussain stated he is not against the golf cart parking, he feels there is already a big parking issue and the golf carts will make it worse.

Further discussion between the board members.

Mr. Sumner re-asked if the board approved the parking at Sunset Park.

Mr. Murray asked how many spots would be available.

Mr. Marek and Mr. Sumner stated it was about 40-50 golf-carts.

Mr. Smith asked if Mount Dora was going to look like the Villages with all of the golf carts.

Mr. Sumner gave further explanation on what type of golf carts are allowed within City limits.

GOLF CART VOTE:

FOR: David Berndt; Andrea Lothar; Jay Smith, Patrick Murray

AGAINST: Akhtar Hussain;

VOTE CARRIED 4-1

Budget 2023-2024

Mr. Sumner went over the insurance budget costs with the board.

Mr. Sumner stated that the CRA fund will be cut slightly. He will have more updates at the next meeting.

Mr. Sumner stated that next year is the CRA's scheduled year to set off next phase of StreetScape with a \$350,000.00 budget. After October 1, 2023, the board will have to make a decision on what should be worked on next.

Further discussion between Mr. Sumner and the board on what street should be worked on first (Donnelly, Baker, Alexander).

Mr. Sumner stated that handrails will be put on the sidewalks throughout the various areas of the CRA.

Mr. Sumner stated the revenue is up 15% from last year. He gave further info on why the Northeast CRA were given a bit more in their budget due to all of the construction projects needed in the community.

VI. Other Business

Some discussion on code compliance between the board and Mr. Sumner.

VII. Announcement of next scheduled meeting date: September 13, 2023

Mr. Murray stated he will be in Jacksonville that meeting but may be able to zoom in.

Original meeting date changed from September 6 to September 13, 2023 on September 8, 2023 to go over the budget vote.

VIII. Adjournment

Mr. Smith motioned to adjourn and Mr. Hussain seconded the motion. All approved unanimously by voice vote. There being no further business, adjourned the meeting at 6:36 p.m.

David Berndt, Chairman,
CRA Board

Catherine Hutcheson
Coordinator



**MOUNT DORA COMMUNITY REDEVELOPMENT AGENCY
ADVISORY COMMITTEE MEETING
510 N. BAKER STREET – CITY HALL
MOUNT DORA, FL 32757**

MEETING DATES – 2024

February 7, 2024

April 3, 2024

June 5, 2024

August 7, 2024

October 2, 2024

December 4, 2024

All meetings are held the first Wednesday of every other month at 5:30 p.m. at City Hall – 510 N. Baker Street.

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Community Redevelopment Agency (CRA) Fund 117



CITY OF MOUNT DORA
 FUND 117 - COMM REDEVELOPMENT AGENCY
 REVENUE LINE ITEM DETAIL

GL NUMBER	DESCRIPTION	FY 2020-2021 ACTIVITY	FY 2021-2022 ACTIVITY	FY 2022-2023 AMENDED BUDGET	FY 2022-2023 ACTIVITY	FY 2023-24 PROPOSED BUDGET
117-0000-338.00-01	CITY TAX INCREMENT	\$ 661,151	\$ 696,111	\$ 781,489	\$ 775,491	\$ 864,662
117-0000-338.92-01	COUNTY TAX INCREMENT	614,937	649,500	792,738	655,283	862,998
117-0000-338.93-01	LAKE WATER AUTHORITY	37,911	38,232	-	40,343	-
117-0000-338.95-01	N.E.AMBULANCE INCREMENT	-	-	-	60,228	-
117-0000-361.10-01	INVESTMENT INCOME	3,091	(3,983)	-	-	-
117-0000-369.00-01	OTHER MISCELLANEOUS REVENUE	525	225	-	975	-
117-0000-369.30-02	DAMAGE PROPERTY REIMBURSE	(211)	-	-	-	-
117-0000-389.10-01	ESTIMATED CARRYOVER	-	-	1,468,957	-	829,433
REVENUES - FUND 117		<u>\$ 1,317,404</u>	<u>\$ 1,380,085</u>	<u>\$ 3,043,184</u>	<u>\$ 1,532,320</u>	<u>\$ 2,557,093</u>

CITY OF MOUNT DORA
 FUND 117 - COMM REDEVELOPMENT AGENCY
 EXPENDITURES LINE ITEM DETAIL

GL NUMBER	DESCRIPTION	FY 2020-2021 ACTIVITY	FY 2021-2022 ACTIVITY	FY 2022-2023 AMENDED BUDGET	FY 2022-2023 ACTIVITY	FY 2023-24 PROPOSED BUDGET
DEPT 1640 - CRA						
PERSONNEL						
117-1640-552.29-99	LABOR DISTRIBUTION	\$ 278,587	\$ 191,698	\$ 238,100	\$ 198,410	\$ 295,400
	PERSONNEL	<u>\$ 278,587</u>	<u>\$ 191,698</u>	<u>\$ 238,100</u>	<u>\$ 198,410</u>	<u>\$ 295,400</u>
OPERATING EXPENDITURES						
117-1640-552.31-01	PROFESSIONAL SERVICES	14,105	-	60,000	12,950	60,000
117-1640-552.32-01	ACCOUNTING & AUDITING	(45)	5,000	7,500	5,000	7,500
117-1640-552.34-01	OTHER CONTRACTUAL SERVICE	500	3,200	20,000	2,833	20,000
117-1640-552.40-01	TRAVEL & PER DIEM	15	759	2,500	841	3,500
117-1640-552.41-01	COMMUNICATION SERVICES	2,323	224	5,200	80	5,500
117-1640-552.42-01	MAIL & FREIGHT	-	-	250	-	250
117-1640-552.43-01	UTILITY SERVICES	31,960	62,921	71,000	56,305	77,000
117-1640-552.44-01	RENTALS & LEASES	5,505	4,195	15,000	7,950	15,000
117-1640-552.45-01	INSURANCE	-	4,781	-	-	-
117-1640-552.46-01	REPAIR & MAINT SERVICES	76,815	4,049	55,000	8,087	75,000
117-1640-552.46-51	TIRES	400	-	1,200	457	2,500
117-1640-552.46-53	VEHICLE MAINTENANCE	-	294	-	123	-
117-1640-552.47-01	PRINTING & BINDING	34	-	250	27	500
117-1640-552.48-01	PROMOTIONAL ACTIVITIES/AD	31	-	1,500	50	1,500
117-1640-552.49-01	OTHER CURRENT CHGS & OBLG	-	-	1,451	4,248	1,451
117-1640-552.51-01	OFFICE SUPPLIES	340	738	1,000	274	1,000
117-1640-552.52-01	OPERATING SUPPLIES	41,881	45,074	40,000	31,474	40,000
117-1640-552.52-49	UNIFORMS/SHOES/BOOTS	1,478	605	3,500	662	3,675
117-1640-552.52-50	GARAGE GAS & OIL CHGS	4,196	-	-	-	-
117-1640-552.52-51	FUEL	-	11,273	15,000	8,267	22,000

GL NUMBER	DESCRIPTION	FY 2020-2021 ACTIVITY	FY 2021-2022 ACTIVITY	FY 2022-2023 AMENDED BUDGET	FY 2022-2023 ACTIVITY	FY 2023-24 PROPOSED BUDGET
117-1640-552.54-01	DUES AND MEMBERSHIPS	1,273	838	1,750	1,253	2,250
117-1640-552.55-01	TRAINING	887	850	2,500	650	3,500
OPERATING EXPENDITURES		<u>\$ 181,698</u>	<u>\$ 144,801</u>	<u>\$ 304,601</u>	<u>\$ 141,531</u>	<u>\$ 342,126</u>
CAPITAL OUTLAY						
117-1640-552.64-01	MACHINERY & EQUIPMENT	-	-	-	20,548	-
CAPITAL OUTLAY		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,548</u>	<u>\$ -</u>
GRANTS AND AIDS						
117-1640-552.83-01	ECONOMIC DEVELOPMENT/INCENTIVES	42,500	99,695	225,000	52,500	225,000
GRANTS AND AIDS		<u>\$ 42,500</u>	<u>\$ 99,695</u>	<u>\$ 225,000</u>	<u>\$ 52,500</u>	<u>\$ 225,000</u>
TOTALS FOR DEPT 1640 - CRA		<u>\$ 502,785</u>	<u>\$ 436,194</u>	<u>\$ 767,701</u>	<u>\$ 412,989</u>	<u>\$ 862,526</u>
DEPT 5555 - OTHER GENERAL GOVERNMENT						
PERSONNEL						
117-5555-580.25-01	UNEMPLOYMENT COMPENSATION	1,925	-	-	-	-
PERSONNEL		<u>\$ 1,925</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
OPERATING EXPENDITURES						
117-5555-580.45-01	PROPERTY/CASUALTY/AUTO INS PREMIUMS	15,206	16,668	9,573	7,980	10,494
OPERATING EXPENDITURES		<u>\$ 15,206</u>	<u>\$ 16,668</u>	<u>\$ 9,573</u>	<u>\$ 7,980</u>	<u>\$ 10,494</u>
OTHER USES						
117-5555-580.00-01	ALLOCATIONS - ADMIN SERVICES	141,331	140,556	162,934	135,780	100,083
117-5555-581.03-10	TRANSFER TO GENERAL CONSTRUCTION	104,894	93,792	1,679,017	29,251	1,104,400
117-5555-589.10-01	CURRENT YEARFUND BALANCE	-	-	-	-	62,851
OTHER USES		<u>\$ 246,225</u>	<u>\$ 234,348</u>	<u>\$ 1,841,951</u>	<u>\$ 165,031</u>	<u>\$ 1,267,334</u>
DEBT SERVICE						

GL NUMBER	DESCRIPTION	FY 2020-2021 ACTIVITY	FY 2021-2022 ACTIVITY	FY 2022-2023 AMENDED BUDGET	FY 2022-2023 ACTIVITY	FY 2023-24 PROPOSED BUDGET
117-5555-580.71-01	2013 CRA BONDS PRINCIPAL	167,000	170,000	173,000	173,000	177,000
117-5555-580.71-49	CAPL IMP REV NOTE SERIES 2018 PRIN	165,000	175,000	180,000	-	185,000
117-5555-580.72-01	2013 CRA BONDS INTEREST	30,238	26,674	28,894	10,990	19,118
117-5555-580.72-02	INTER-FUND INTEREST	-	-	-	11,913	-
117-5555-580.72-49	CAP IMP REV NOTE SERIES 2018 INT	53,312	48,330	42,065	21,033	35,621
DEBT SERVICE		<u>\$ 415,550</u>	<u>\$ 420,004</u>	<u>\$ 423,959</u>	<u>\$ 216,936</u>	<u>\$ 416,739</u>
TOTALS FOR DEPT 5555 - OTHER GENERAL GOVERNMENT		<u><u>\$ 678,906</u></u>	<u><u>\$ 671,020</u></u>	<u><u>\$ 2,275,483</u></u>	<u><u>\$ 389,947</u></u>	<u><u>\$ 1,694,567</u></u>
EXPENDITURES - FUND 117		<u><u>\$ 1,181,691</u></u>	<u><u>\$ 1,107,214</u></u>	<u><u>\$ 3,043,184</u></u>	<u><u>\$ 802,936</u></u>	<u><u>\$ 2,557,093</u></u>



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