



**CITY OF
MOUNT
DORA**

**Parks and Recreation
900 N. Donnelly St.
Mount Dora, FL 32757
352-735-7183
Fax: 352-735-3681
E-mail: parksandrec@cityofmoundora.com**

**PARKS AND RECREATION
ADVISORY BOARD MEETING
City Hall Board Room, 510 N. Baker Street, Mount Dora, FL 32757
January 23, 2025 at 5:30 PM**

AGENDA

- I. Call to Order
- II. Roll Call
 - A. Election of 2025 Chair and Vice-Chair
- III. Approval of Minutes
 - A. November 18, 2024 Meeting Minutes
- IV. Public Comment
- V. Presentations
 - A. Annual Ethics Review
- VI. Action Items
- VII. Resolutions
- VIII. Ordinances
- IX. Discussion Items
 - A. Parks & Recreation Master Plan - 5 Year Plan Update
- X. City Staff
 - A. Parks and Recreation Update
 - B. Cultural and Special Events Update
- XI. Communications and Reports
 - A. Board Member Karla Rainer
 - B. Board Member Bailey Stack
 - C. Board Member Derrick Campbell

- D. Board Member Patrick Murray
- E. Chair Mark Woerner
- F. Board Member William Larkin
- G. Board Member Jack Whittaker

XII. Future Meeting Dates

- A. Monday, March 17, 2025, 5:30 p.m
- B. Monday, May 19, 2025, 5:30 p.m
- C. Monday, July 21, 2025, 5:30 p.m
- D. Monday, September 15, 2025, 5:30 p.m
- E. Monday, November 17, 2025, 5:30 p.m

XIII. Adjournment

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

NOTICE: If any person decides to appeal any decisions at this meeting with respect to any matter considered, 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 (“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 352-735-7126, 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.

If you have any comments or question regarding the contents of this agenda packet, please call Jennifer Schwarz at (352) 735-7183 ext. 1605.



**CITY OF
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**Leisure Services
900 N. Donnelly St.
Mount Dora, FL 32757
352-735-7183
Fax: 352-735-3681**

E-mail: parksandrec@cityofmoundora.com

DATE: January 23, 2025

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Election of 2025 Chair and Vice-Chair

Introduction:

According to the bylaws of the Parks and Recreation Advisory Board, the board shall annually select from among its membership a chairman and a vice-chairman. This annual selection shall occur at the regularly scheduled January meeting. Election of officers shall be conducted as the first order of business at the meeting of the Election.

Discussion:

For the nomination of officers, the board shall consider the following procedure:

Current Chair will call the meeting to order and, after roll call, he/she will open the floor for nominations.

The Chair recognizes the member making the nomination:

“__(name)__, would you please state your name for the record and your nomination?”

Member:

“My name is __(name)___ and I would like to nominate __(name)___ for __(position)___.”

Chair asks the nominee if they consent to the nomination.

If nominee gives their consent, the Chair announces:

“__(name)___ has been nominated for the position of __(position)___ . Are there any further nominations?”

Continue until there are no other nominations.

If there is only one nomination, the Chair declares the nominations closed.

“May I have a second motion to nominate __ (name) __ as the new __ (position) __?”

“Any discussion?”

“All those in favor/opposed?”

Motion carried. Passes/Fails.

If there are multiple nominations, the Chair will take a vote on each nomination in the order they were made.

After tallying the ayes and nays the Chair will announce the nominee that received the majority of the votes.

“_ (name) _ has received the majority of the votes. May I have a motion and a second to accept the results of the vote?”

“Any discussion?”

“All those in favor/opposed?”

Motion carried by a voice vote of ____ to ____.

Passes/Fails.

The new Chairperson takes over the meeting at this point.

Budget Impact:

N/A

Strategic Impact:

N/A

Recommendation Board members elect their 2025 Chair and Vice-Chair.

Attachment(s):

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 1/7/2025



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DATE: January 23, 2025

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: November 18, 2024 Meeting Minutes

Introduction:

Discussion:

Budget Impact:

Strategic Impact:

Recommendation

Attachment(s):

1. PRAB Minutes 11.18.24

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 1/13/2025

**CITY OF
MOUNT DORA, FLORIDA
PARKS & RECREATION
ADVISORY BOARD
MINUTES**



**November 18, 2024
City Hall
510 N. Baker St.
Mount Dora, FL 32757**

CALL TO ORDER

Having been duly advertised as required by law, Vice Chairperson Blum called to order the November 18, 2024, regular meeting of the Parks & Recreation Advisory Board at 5:30 P.M. in the City Hall Council Chambers.

ROLL CALL

Members Present:

Marsha Blum, Vice Chairperson
Suzanne Scheck
Karla Rainer
William Larkin

Also Present:

Troy Shonk, Parks & Recreation Director
Jennifer Schwarz, Operations Manager

Members Not Present:

Mark Woerner, Chairperson
Derrick Campbell

APPROVAL OF MINUTES

A. September 16, 2024 Meeting Minutes

MOTION TO APPROVE MINUTES BY BOARD MEMBER SCHECK; BOARD MEMBER LARKIN SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

YES *Vice Chairperson Blum
Board Member Larkin
Board Member Rainer
Board Member Scheck*

NO *None*

B. October 21, 2024 Meeting Minutes

MOTION TO APPROVE MINUTES AS AMENDED BY BOARD MEMBER LARKIN; BOARD MEMBER SCHECK SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

YES *Vice Chairperson Blum
Board Member Larkin
Board Member Rainer
Board Member Scheck*

NO *None*

PUBLIC COMMENT

PRESENTATIONS

ACTION ITEMS

RESOLUTIONS

ORDINANCES

DISCUSSION ITEMS

CITY STAFF

A. Parks & Recreation Master Plan – 5 Year Plan Update

- Mr. Shonk asked board members to take a look at the parks before the next board meeting in order to consider what was missed and what the future looks like for the parks. Mr. Shonk stated the Recreation and Resource Center was going to City Council the following night with regards to the company and contract. He also mentioned the Donnelly Park pickleball project and its current construction, Donnelly Park design for the drainage system, renovation to the Annex building, the 4th Ave Docks and repairs, trails, Lincoln Park restroom and parking lot, pavilion to medium dog park, renovations to Community Building and MLK Center, and added Niche to cemetery and Lancaster Park to be added once the community is built.
- Mr. Shonk discussed the waterfront masterplan which includes, Evans Park, Simpson Cove, Grantham Pointe, and Palm Island and making it more connected for special events. Mr. Shonk applied for a grant regarding Elizabeth Evans Park amphitheater and restrooms.
- Mr. Shonk overviewed the original masterplan with the board and noted changes that no longer apply like the Library and Simpson Farmhouse.

B. Parks & Recreation Update

- Gilbert Park's new playground phase and the success.
- Summerview Park basketball courts recently opened.
- Renovations to Donnelly Park expected to start earlier than anticipated.
- Reappointments of board members coming up in January 2025.

C. Cultural and Special Events Update

- Mr. Carson discussed Light Up Mount Dora and moving the date up from previous years due to public safety and having more resources available. Small Business Saturday which is a highlight event for the businesses of downtown Mount Dora was also discussed.

COMMUNICATIONS AND REPORTS

A. Board Member Karla Rainer

B. Board Member Suzanne Scheck

C. Board Member William Larkin

- D. Vice-Chairperson Marsha Blum
- E. Chairperson Mark Woerner
- F. Board Member Derrick Campbell

FUTURE MEETING DATES

- A. Thursday, January 23, 2025, 5:30 p.m.

ADJOURNMENT

MOTION BY BOARD MEMBER SCHECK TO ADJOURN; BOARD MEMBER LARKIN SECONDED THE MOTION. MOTION APPROVED BY A UNANIMOUS VOICE VOTE.

There being no further business for discussion, the meeting adjourned at approximately 6:09 P.M.

MARK WOERNER, CHAIRPERSON
City of Mount Dora

GRETCHEN GOMEZ, ADMIN COORDINATOR
City of Mount Dora



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E-mail: parksandrec@cityofmoundora.com

DATE: January 23, 2025

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Annual Ethics Review

Introduction:

Florida's Government-in-the-Sunshine Law was enacted in 1967. Sunshine Law statutes establish a basic right of access to most meetings of boards, commissions and other governing bodies of state and local governmental agencies or authorities. Each year, the advisory board reviews the basics of Sunshine law and other regulations related to their service as members of the board.

Discussion:

Florida's Government-in-the-Sunshine law provides a right of access to governmental proceedings at both the state and local levels. It applies to any gathering of two or more members of the same board to discuss some matter which will foreseeably come before that board for action. The Sunshine law requires that 1) meetings of boards or commissions must be open to the public; 2) reasonable notice of such meetings must be given, and 3) minutes of the meeting must be taken.

At this time, Mount Dora City Attorney will give a brief overview of Sunshine Law, conflicts of interest, and other matters relating to their service on the board.

Budget Impact:

N/A

Strategic Impact:

N/A

Recommendation Board members consider throughout their terms of service on the Parks and Recreation Advisory Board the information shared by the City Attorney.

Attachment(s):

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 1/7/2025



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DATE: January 23, 2025

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Parks & Recreation Master Plan - 5 Year Plan Update

Introduction:

This is an opportunity to review and update the Parks and Recreation Master Plan

Discussion:

The Parks and Recreation Master Plan was adopted on February 19th, 2019. It is a road map for the future of the City's parks and trails system. The plan includes a vision and master plan for the next 20 years and a capital improvements program for recommended projects, facilities, and improvements. The Parks and Recreation Advisory Board voted unanimously to adopt the recommendations by the GAI Community Solutions Group. The Plan includes an existing condition analysis report, a development plan and program for each existing park and recreation facility, opportunities for park system expansion, and a capital investment plan for the park system.

The Parks and Recreation Department and Parks and Recreation Advisory Board have spent the past five years accomplishing projects identified in the master plan. City Staff and Board Members have expressed interest in making updates to the plan. Staff recommend realigning priorities based on the current needs for the department to provide programming, operate special events, and include needed amenities for our parks.

Budget Impact:

Strategic Impact:

Objective 2.3. Develop a parks and recreation system guided by the principles of the Parks and Recreation Master Plan

2.3.1. Enhance connectivity and accessibility

2.3.2. Increase engagement and collaboration with residents

- 2.3.3. Support Special Events and dedicated open space
- 2.3.4. Invest in an equitable Parks system
- 2.3.5. Advertise recreational activities for all ages and abilities

Recommendation

Attachment(s):

1. P&R Master Plan Update

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 1/14/2025



2 | Discovery

2.1 Existing Conditions

The “Discovery” phase of the Mount Dora Parks and Recreation Master Plan began with a review of all existing conditions related to the facilities and amenities provided by the Parks and Recreation system. This review includes demographics and level of service metrics, documentation review of existing plans/studies and agencies, and a detailed inventory and evaluation of existing facilities and conditions. Through the gathering of this information, the team could analyze the inventory of facilities currently in existence and what existing resources and agencies affect their performance.

2.1.2 Documentation Review

A review of previous plans/studies, metrics, and agencies was conducted to identify key considerations that may impact the development of the Master Plan. The following are summaries of each of the documents reviewed.

Table 2.2

	Mount Dora	Eustis	Tavares	Leesburg
LOS Standard Acreage Requirements (per 1,000 POP)				
Community Parks	2 ac	2 ac		5 ac
Neighborhood Parks	2 ac	1 ac		2 ac
Overall Parks	2 ac		1.7 ac	6 ac
Park Acreage Provided (per 1,000 POP)				
Current	16.98 ac			
Projected				
2020	16.03 ac			
2025	14.55 ac			
2030	13.41 ac			
2035	12.42 ac			
2040	11.67 ac			

Source: Mount Dora, Eustis, Tavares, and Leesburg Comprehensive Development Plans; GAI Consultants

2.1.2.1 Level of Service ("LOS") Summary

The City of Mount Dora has 36 existing Parks and Recreation facilities, mostly concentrated around the historic City west of US-441. In addition to having a large number of facilities, Mount Dora also owns a large amount of park acreage at approximately 275 acres of land. General level of service, when measured traditionally in terms of acres per a specified amount of population, suggests that the City has sufficient park acreage to serve its current residents, especially when compared to its neighboring cities. However, this calculation does not account for the quality of park acres and how well these serve the population.

Table 2.2 describes the existing LOS in the Recreation and Open Space element of the City's Comprehensive Plan, current and projected LOS provided, and the standards of nearby cities. According to these projections, the existing LOS will continue to be met for decades without any additional park land necessary. Facilities in Mount Dora, however, are currently geographically concentrated within the historic City while growth continues east of US-441. While the projections indicate that the existing LOS standard within Mount Dora will continue to be met, this park land is not geographically distributed to truly provide service for all residents of Mount Dora into the future. As such, it is imperative that the City of Mount Dora look at LOS not only as far as the ratio of acreage per residents, but also as the geographic coverage of this service.

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2.1.2.9 Budget Summary

The City of Mount Dora's Leisure Services Department consists of five divisions, they are:



The budget for Leisure Services includes the following categories:

- Facility Care Services
- Library
- Recreation
- Parks
- City Pool
- Community Building
- Simpson Farmhouse
- Historical Museum
- Special Events
- Cemetery

A summary of these budget items is provided in Table 2.6.

While this budget forms the direct budget for the Leisure Services Department, additional funding also impacts the operation and maintenance of Parks and Recreation facilities. Building Maintenance forms part of the Public Works budget, but a large part of their budget supports Parks and Recreation facilities. Funding opportunities also exist in special revenue funds including: discretionary sales tax, CRA and Northeast CRA, and impact fees.

As the City continues to grow, particularly with new communities east of US-441, it is expected that the operational budget will need to increase to provide proper maintenance and support new/expanded parks, programs and services.

Table 2.7

Park Name	Type	Size (acres)
4th Avenue Docks	Passive	0.31
Blair Park	Passive	0.04
Cauley Lott Park	Multi-Use	2.54
Chautauqua Park	Passive	0.17
Community Building	Facility	1.26
Donnelly Park	Multi-Use	1.72
Elizabeth Evans Park	Passive	0.95
Forest Park (Trail)	Passive	16.94
Forres Playground	Playground	1.92
Frank Brown Sports Complex	Active	12.11
Gilbert Park	Multi-Use	4.37
Grantham Pointe (Lighthouse)	Passive	0.53
Heim Field	Active	3.94
Lake Franklin Park	Passive	0.22
Lake Gertrude Way	Passive	2.61
Lillie Park	Playground	1.05
Lion's Memorial Park*	Land	0.38
Lincoln Avenue Community Park & Pool	Multi-Use	37.42
Martin Luther King Center	Facility	0.21
Mount Dora Golf Club (Tennis Courts)	Active	85.10
Mount Dora Dog Park	Passive	3.18
Mount Dora Lawn Bowling Club	Active	1.76
Mount Dora Mountain Bike Trails	Active	33.96
Nature Park	Passive	10.76
Palm Island Park	Passive	12.78
Pinecrest Park	Passive	0.17
Ruthie Watson Park	Passive	0.18
Serenity Park	Passive	0.22
Simpson Cove (Boat Launch)	Passive	2.46
Simpson Farm House	Facility	4.22
Stein Park	Passive	0.60
Summerview Park (Future)*	Active	11.04
Sunset Park	Passive	0.21
Sylvan Park	Passive	0.59
W.T. Bland Public Library	Facility	4.58
Waite Property*	Land	15.37

*Not included in LOS as it does not provide public access

2.1.3 Park Summaries

To determine a baseline understanding of the Mount Dora Parks and Recreation System beyond that of a basic Level of Service, the CSG project team visited each park and conducted a field assessment while collecting a GIS park inventory. City staff accompanied the project team at some of the parks in order to provide specific insight into the history, use, and unique circumstances of certain facilities. Items such as buildings, docks, playgrounds, pavilions, and sports fields/courts were added to the GIS inventory database along with qualitative and quantitative information, photographs, and a rating of condition based on field assessment. Items were individually rated as either Functionally Obsolete, Below Expectations, Meets Expectations, or Exceeds Expectations.

Field inventory and assessment of the existing Parks and Recreation System facilities provided the project team with the baseline knowledge required to proceed with public engagement and, ultimately, development of the Master Plan's Guiding Principles and Recommendations.

The following parks were not included in the park inventory:

- Lion's Memorial Park – no park features, inaccessible, vacant city parcel
- Summerview Park – not yet constructed
- Waite Property – no park features, vacant wetland

The following park inventory and assessment summaries were developed after careful review of field notes, collected GIS data, and City staff's insight; summaries were further refined after obtaining valuable insight and knowledge from participants of the project's various public engagement exercises.

3.2 Guiding Principles & General Master Plan Recommendations

The following Guiding Principles and park and facility-specific recommendations were developed through the inventory and public input process discussed in Chapter 2. The individual perspectives gathered through this process provided trends in the needs of the Parks and Recreation System and the desired direction for the system moving forward. These general trends form the Guiding Principles of the Master Plan which guide the recommendations and implementation plan.

Connectivity & Accessibility

Provide a Parks and Recreation System accessible and connected to all residents of Mount Dora.

General Recommendations:

- Improve connectivity through infrastructure investments enhancing the pedestrian network and bike trail system
- Partner with developers in undeveloped areas of the city to ensure that the adopted LOS standards for the City are met and walkable LOS is maintained through additional park facilities and appropriate connectivity infrastructure (e.g. multi-use trails, sidewalks, bike lanes, etc.) is provided
- Improve pedestrian safety by providing crosswalks and sidewalk connections into park facilities
- Provide connections to regional bike trail(s)
- Partner with schools within the City to provide access to amenities thus filling gaps in existing LOS coverage



Invest in an Equitable System

Balance maintenance and improvement of existing facilities with the future growth of the City and the Parks & Recreation department.

General Recommendations

- Adopt a LOS standard in the Comprehensive Plan that requires a publicly accessible park within a 10-minute walk of all residences within the City
- Adopt Typical Park Equity Standards (community park, neighborhood park, & pocket park) for all Mount Dora parks to ensure an equitable LOS for all Mount Dora residents
- Modernize existing equipment and facilities to bring existing parks up to the Typical Park Equity Standards
- Implement individual park recommendations to better serve existing communities
- Ensure each future park facility is built to Typical Park Equity Standards
- Establish a regular schedule of site assessments, to include equipment and facility maintenance
- Improve and promote natural surveillance through design (i.e., CPTED* measures). This would include clearing overgrown landscaping and shoreline vegetation



*Crime Prevention Through Environmental Design

- Install consistent signage at all parks for territorial reinforcement, consistent rules and regulations, and park maintenance contact information
- Incorporate a Florida-friendly plant palette for sustainability and lower maintenance with special exceptions granted for theming on a case-by-case basis.

All Ages & Abilities

A Parks and Recreation System for everyone, providing inclusive and diverse programming, facilities, and experiences.

General Recommendations

- Provide ADA accessibility within all parks and reasonable modifications within amenities to grant equal opportunity to all users
- Provide inclusive and diverse programming catered to all existing and future residents of Mount Dora
- Encourage health and wellness for residents through active recreation opportunities
- Provide a multi-generational center to accommodate all Mount Dora residents



Support Special Events and Dedicated Open Space

Utilize Parks and Recreation resources to support, facilitate, and improve Mount Dora special events.

General Recommendations

- Maintain and improve accommodations for special events hosted in park facilities
- Provide a shuttle from parks to events on event days to reduce parking pressures on the downtown and provide alternate options to Mount Dora residents and visitors
- Incorporate permanent or temporary public art within recreational facilities and other public sites



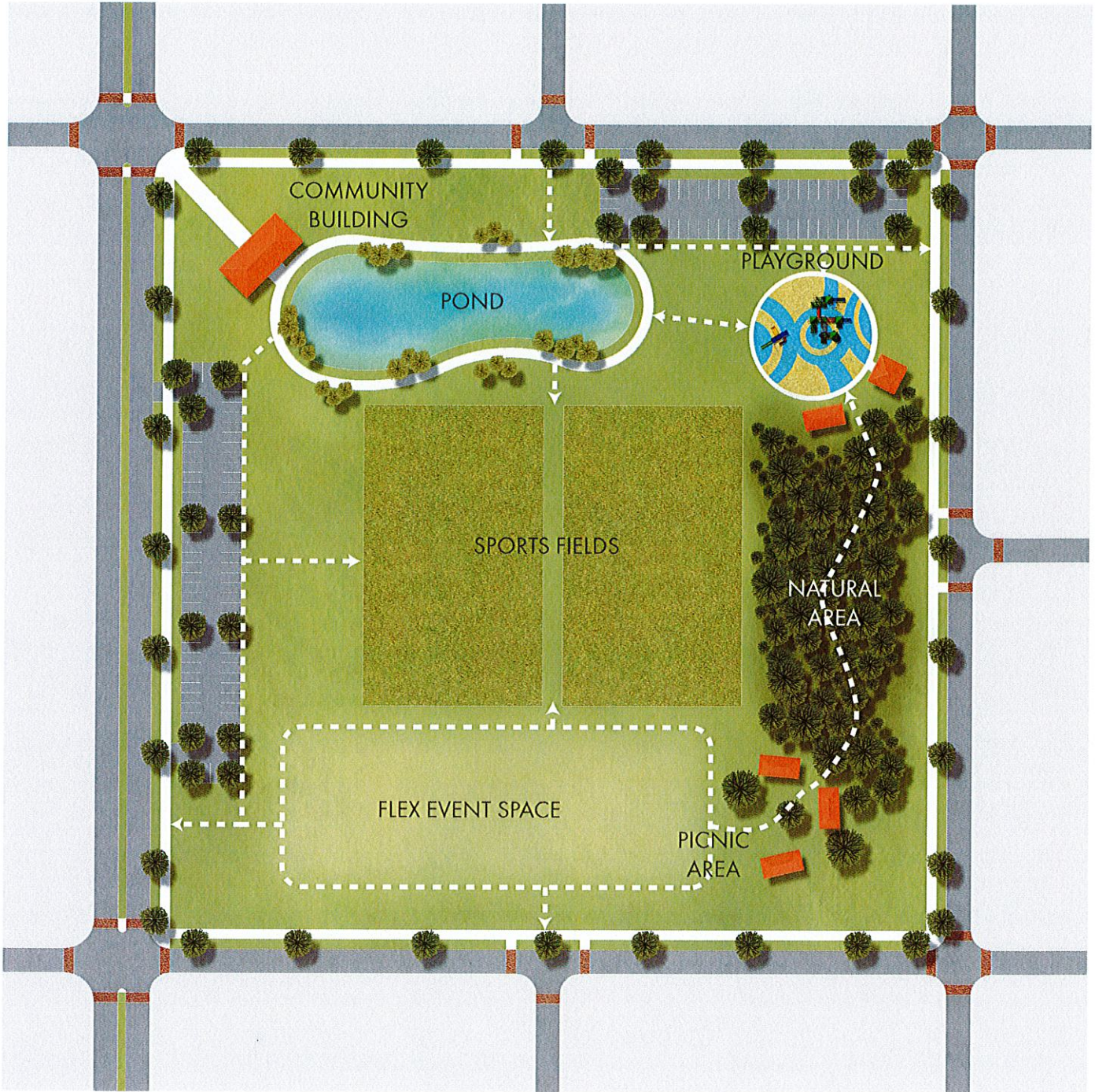
Engagement & Collaboration

Integrate the Leisure Services Department and the residents of Mount Dora through communication, information, and marketing efforts.

General Recommendations

- Ensure awareness of program and facility offerings particularly through social media and a streamlined City webpage
- Provide public with insight into the implementation of the Parks and Recreation Master Plan
- Provide opportunities for public input and collaboration





Approx. 15 acres
 This graphic represents amenities and spatial relationships. Actual park shapes and configurations will vary.

A park in Mount Dora is considered a **Community Park** if it has these basic amenities. If not, the park is supplying a deficient LOS.

Typical Park Equity Standards

Provide a Parks and Recreation System accessible and connected to all residents of Mount Dora. These standards provide a baseline for what each type of park must include in order to properly meet the Level of Service. A park which does not include all the elements of its park type at a minimum will be considered deficient in LOS.

Community Park (10+ acres)

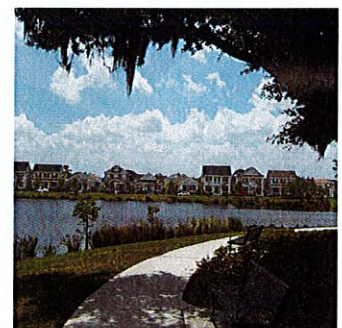
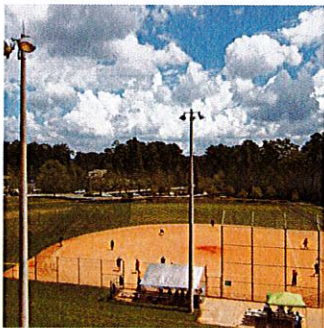
Community Parks encompass large parks drawing users across several neighborhoods and providing community amenities and events. These larger parks are generally primarily active parks with recreational programming that can accommodate events. It is expected that while some users may walk to the site, many will drive to the site.

Elements:

- Sports fields
- Cultural/community centers with recreational programming
- Flex event space with event accommodations
- Parking
- Restroom buildings
- Pavilions
- Destination playground
- Amenitized stormwater pond with walking loop and shade
- Open space, shade, tree canopy

Recommendations:

- Focus spending on key items: civic building, destination playground, etc.
- Provide grand celebrated entry.
- Amenitize stormwater facilities to enhance park experience. Include walking loop and shaded seating areas.
- Position sports lighting away from surrounding residential areas.
- Position playgrounds away from sports courts, near parking but away from streets.





Approx. 3 acres
This graphic represents amenities and spatial relationships. Actual park shapes and configurations will vary.

A park in Mount Dora is considered a **Neighborhood Park** if it has these basic amenities. If not, the park is supplying a deficient LOS.

Neighborhood Park (2+ acres)

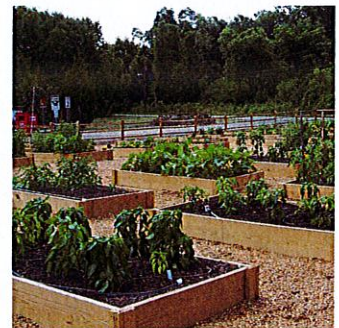
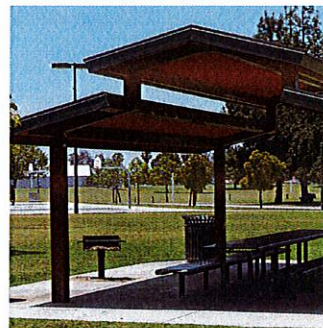
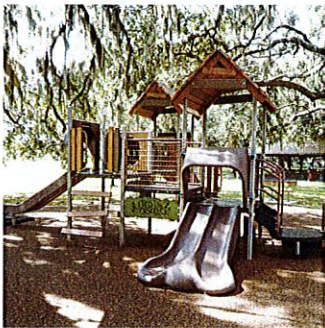
Neighborhood parks are small- to mid-size parks providing service primarily to the neighborhoods surrounding it. These parks have a 50/50 mix of passive and active amenities with little programming. It is expected that users will primarily walk to the park and use it regularly, as part of the fabric of their neighborhood. These parks are required to meet the proposed 10-minute walk LOS standard.

Elements:

- Minimal parking required, on-street as needed for ADA access
- Small playground
- Minor active sports (i.e. basketball, volleyball, etc.)
- Pavilion and picnic tables
- Open space, shade & tree canopy
- Community garden, if desired
- Safe pedestrian connections

Recommendations:

- Engage neighborhood in park process to determine specific amenities desired by residents and avoid over-programming of space.
- Preserve open space within park and maintain some passive use.
- Provide park signage and celebrated entry.
- Position playgrounds away from sports courts, near parking but away from streets.





Approx. 0.75 acres

This graphic represents amenities and spatial relationships. Actual park shapes and configurations will vary.

A park in Mount Dora is considered a **Pocket Park** if it has these basic amenities. Any new pocket parks developed in the City will not be considered for the 10-minute walk LOS or as contributing to equitable park service standards.

Pocket Park (<1 acres)

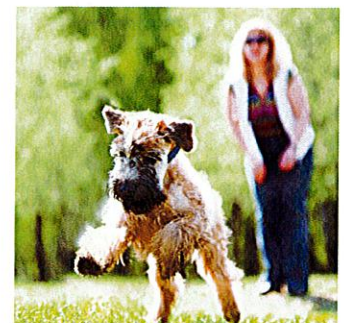
Pocket Parks for primarily passive use currently exist throughout Mount Dora, and are a valid and appropriate amenity for neighborhoods. They are, “urban open spaces on a small-scale and provide a safe and inviting environment for surrounding community members. They also meet a variety of needs and functions, including small event space, play areas for children, spaces for relaxing or meeting friends, taking lunch breaks, etc.” *National Recreation and Park Association, Creating Mini-Parks for Increased Physical Activity, 2014*. The size of these parks preclude them from providing an abundance of amenities, and they are not intended to contribute to the city’s equitable park service standards. Therefore, they are considered a perk for the surrounding area, contributing green space, social nodes and civic urban space for their neighborhood. Each park adds character to their neighborhood with unique amenities such as historical markers, water views, interesting planting areas, and native vegetation. Lake Franklin Park is the only pocket park that provides a large opportunity for walkable level of service expansion. Please refer to the park specific recommendations (page 120) for details. Any new pocket parks developed in the City will not be considered for purposes of the 10-minute walk LOS or as contributing to equitable park service standards.

Elements:

- Small passive park facilities
- Open space with landscaping
- Benches
- Picnic table or play equipment
- Community garden, if desired by surrounding residents and enough space available

Recommendations:

- Focus on accessibility and visibility of park from surrounding uses and roads.
- Provide opportunities for neighborhood engagement such as volunteering opportunities.
- Ensure park is properly buffered from private property and make clear distinction between private property and park property.
- Provide park signage and clear crossings into park.



3.4 Park & Facility-Specific Master Plan Recommendations

4th Avenue Docks

Replace aging docks:

- Dock Replacement
- Design Fees

Improve wayfinding to improve facility awareness:

- Create celebrated entry
- Add ID and directional signage at McDonald St. intersection



Blair Park

Improve access into park:

- Provide pedestrian connectivity – crosswalks on both sides (Oakland Dr. & Sylvan Dr.)

Enhance park offerings:

- Provide companion seating/bench and wheelchair pad
- Maintain plantings to allow natural surveillance
- Improve path to memorial bench to ensure accessibility
- Establish social nook with shaded seating



Cauley Lott & Lillie Parks

Cauley Lott and Lillie Park have the potential to become a great asset to the community and should be considered jointly to optimize their functionality.

Develop a **Site-Specific Master Plan**, including:

- Conceptual plan options with public hearing
- Final master plan
- Cost estimating
- Phasing (if necessary)

The site design and implementation should consider the following:

- Amphitheater enhancements
- Large playground and splash pad
- Improved parking
- Re-construct court sports
- Renovate pavilion and bring up to code
- Interior pedestrian access throughout park
- Integrate park design with stormwater component
- Replace individual picnic shelters
- Create a grand connection across Pine Ave. to Lillie Park
- Additional security enhancements

Chautauqua Park

Improve access into park:

- Provide pedestrian connectivity – crosswalks from surrounding streets/sidewalks

Enhance park offerings:

- Provide companion seating/bench and wheelchair pad
- Provide internal sidewalk/path system
- Maintain plantings to allow natural surveillance
- Improve path to memorial bench to ensure accessibility
- Establish social nook with shaded seating



Community Building

Address CPTED concerns:

- Hire a historic preservation architect to review the CPTED issues related to the building access points, exterior stairwells and ramps, and functionality
- Maintain plantings to allow natural surveillance

Consider site design adjustments to improve load-in/load-out function

Donnelly Park

Improve accessible routes into and throughout park

Develop a **Site-Specific Master Plan**, including:

- Opportunities and constraints
- Conceptual plan options with public hearing
- Final master plan
- Cost estimating

The site design and implementation should consider the following:

- Building and restroom renovation
- Renovation of SW corner – address the CBD/primary tourist access point
- Analyze topographic survey to identify solutions to pedestrian route grading challenges and erosion/runoff issues
- Build upon successful programmatic elements, enhance aesthetics and functionality

Elizabeth Evans Park

Develop a **Site-Specific Master Plan**, including:

- Opportunities and constraints
- Conceptual plan options with public hearing
- Final master plan
- Cost estimating
- Phasing (if necessary)

The site design and implementation should consider the following:

- Develop a new civic pavillion overlooking the lake
- Improve accessibility into and throughout the park
- Provide a safe edge to the lake while maintaining the relationship to nature and views across the water
- Add a restroom building and drinking water supply
- Provide grading and drainage improvements
- Provide general landscape renovation



Forest Park (Trail)

Improve wayfinding into and within facility:

- Provide park ID signage
- Provide internal wayfinding and interpretative signage where appropriate
- Provide trailhead (kiosk, trail map, info)

Improve access into park:

- Provide pedestrian connectivity from adjacent public facilities to existing trail access points (crosswalks & signs)
- Provide parking for drive-to access

Enhance park offerings:

- Establish (1) accessible trail route through the property
- Provide facilities for “nature school” to be programmed out of the library and/or Simpson Farm House

Forres Playground

Improve access into park:

- Improve pedestrian connectivity to nearby City parks (Nature, Bike Trails, Lincoln Ave., Lake Franklin, and Lake Franklin Park)
- Provide pedestrian connection to/from East 8th Ave.

Maintain and enhance existing park:

- Replace drinking fountains with accessible and durable models
- Limb up and clear underbrush of existing trees to the south of the playground
- Provide natural tree shade in playground, around seating areas and restroom building

Frank Brown Sports Complex

Improve connectivity and access into and within park:

- Provide pedestrian connectivity to surrounding land uses – sidewalk connections to middle school, Lincoln Park, and Cauley Lott Park
- Provide pedestrian connectivity throughout the park interior

Improve park functionality:

- Correct CPTED issue at dumpster enclosure/ basketball court SW access point – move basketball access point to the north away from dumpster
- Reinstall canopies on maintenance/concessions building
- Provide restrooms and drinking water supply for daily use

Implement site plan updates/upgrades including:

- Install shade trees in the plaza in lieu of palms and crape myrtles
- Install additional playground equipment
- Move grill out from under picnic pavilion
- Improve access to/through the picnic pavilion and provide (1) accessible picnic table
- Ensure safety of players on fields by protecting from light poles in infield
- Improve grading issues to eliminate erosion where it is occurring
- Improve multi-use field turf conditions
- Expand basketball court surface to the east, create a planted buffer from the parking lot on the west side
- Screen the lift station from view

Gilbert Park

Increase access into park:

- Provide accessible pedestrian connectivity to the park from surrounding public facilities (crosswalks)

Implement CPTED recommendations within park:

- Provide adequate lighting to all areas of the park accessible during evening hours
- Remove screen fences from partially screened electrical equipment at SW corner to avoid ambush points
- Maintain plantings to allow natural surveillance
- Repair damaged portions of post-and-deck playground (bent railings)
- Move electrical panels currently out in the open in the west lawn to more discreet locations

Update park offerings to better serve community:

- Provide comparable accessible seating and picnic opportunity in the west lawn
- Enhance the nature walk on the north side by implementing a true path with adequate lighting and light replacement, necessary safety features and plant maintenance
- Replace playground for small children

Grantham Pointe (Lighthouse)

Address issues on lake edge:

- Correct erosion issues with pre-cast seawall
- Remove nuisance and exotic plant species in littoral zone

Enhance visitor experience:

- Provide educational signage/environmental graphics

Heim Field

Facility is currently under lease with the high school. At this time, there are no recommendations to be made. If the high school terminates the lease, the facility would need to undergo a master planning process to determine the needs of the community and the impact on the service area quality of coverage. The current lease is set to terminate at the end of 2027 with an automatic renewal of additional 10-year terms.

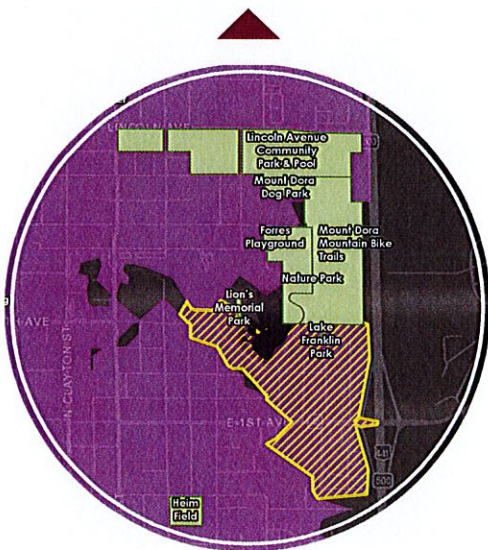
Lake Franklin Park

Integrate park into Lincoln Ave. parks system:

- Provide pedestrian connectivity to neighborhood and Mountain Bike Trails Park
- Add a small parking area to establish a trailhead/ access point to the Mountain Bike Trails, Nature Park and facilities to the north

Add park offerings to provide use for community:

- Maintain plantings to allow natural surveillance
- Provide internal sidewalk connectivity and seating area



The yellow dashed area depicts the opportunity to expand walkable level of service for the unserved neighborhoods to the south by activating Lake Franklin Park as a trail head and pedestrian connection to the parks at the north.

Lake Gertrude Way

Improvements to Lake Gertrude Way will be addressed by Public Works. There are no further recommendations.

Lawn Bowling Club

Facility is currently under lease with the Mount Dora Lawn Bowling Club. At this time, there are no recommendations to be made.

Lincoln Ave Community Park & Pool

Develop a **Site Specific Master Plan** including:

- Opportunities and constraints
- Conceptual plan options with public hearing
- Final master plan
- Cost estimating
- Phasing (if necessary)

The site design and implementation should consider the following:

- Optimize use of space for event days and improve daily use options
- Clearly program space
- Improve accessibility into and throughout the park, and to adjacent city parks and community facilities
- Relocate public works holding yard and make use of the space at east end of property, or use this space as the expansion of the public works facility at the west end
- Continue multi-use path and make additional connections to surrounding facilities (e.g., parks, IceHouse Theater, middle school)
- Establish programmatic connection to the IceHouse Theater
- Altering Unser St. and 11th Ave. to clearly read as in-park drives, as opposed to public streets
- Utilize full space for public use
- Integrate all adjacent public facilities for vehicular (parking lots and driveways) and pedestrian use (multi-use trail, sidewalks, restroom buildings)
- Address drainage and grading issues
- Address ADA accessibility

The Site Specific Master Plan is currently recommended for implementation in the short-term. Should this item be pushed to the mid-term, the City should implement small-scale improvements to the diamond fields in the short-term.



Lions Memorial Park

Facility is inaccessible through rights-of-way. No improvements recommended.

Martin Luther King Jr. Center

Provide accessible pedestrian connectivity to the building from parking lot:

- Add safe crossings from parking to property
- Provide adequate lighting
- Maintain plantings to allow natural surveillance

Increase facility functionality:

- Plumbing upgrades
- Pave the alley at north side of building



Mount Dora Dog Park

Provide ADA accessible opportunities for users of park:

- Provide accessible parking and pedestrian connectivity from parking lot to park
- Provide accessible pedestrian connectivity to pavilion within park and accessible seating opportunities

Update/upgrade park offerings:

- Ensure complete enclosure of small dog areas (loose gates, gaps under fences, etc.)
- Consolidate and organize signage into one sign per area
- Update and upgrade pavilions, provide appropriate seating
- Create celebrated entry
- Integrate with Lincoln Park and other adjacent public facilities via Lincoln Park Master Plan
- Add electric to plan

Mount Dora Golf Club (Tennis Courts)

Develop a **Site-Specific Master Plan**, including:

- Opportunities and constraints
- Conceptual plan options with public hearing
- Final master plan
- Cost estimating

The site design and implementation should consider the following:

- Determine site programming
- Address parking needs
- Provide accessible pedestrian connections to surrounding areas and within park
- Provide active recreation opportunity per community input

Mount Dora Mountain Bike Trails

Increase access into park:

- Improve pedestrian connectivity to nearby City parks (Nature, Forres, Lincoln Ave., Lake Franklin, and Lake Franklin Park)
- Provide accessible pedestrian connections into park – add sidewalk down 11th Ave. to connect to residential
- Integrate with Lincoln Park and other adjacent public facilities via Lincoln Park Master Plan

Upgrade park offerings:

- Create celebrated entry
- Upgrade bike wash station

Provide ADA accessible opportunities for park enjoyment:

- Provide accessible parking
- Establish (1) accessible trail route through the property

Nature Park

Increase access into park:

- Improve pedestrian connectivity to nearby City parks (Mt. Bike Trails, Forres, Lincoln Ave., Lake Franklin, and Lake Franklin Park)
- Provide accessible pedestrian connections into park
- Expand upon existing access to provide more opportunity to enjoy nature – path from Mt. Bike Trails and disc golf course that starts at Forres Playground
- Integrate with other adjacent public facilities

Enhance park offerings:

- In areas of the park without golf course, encourage growth of native grasses and wildflowers, maintain an 8'-10' wide mown path for ease of access
- Incorporate interpretative/environmental and historical signage of the property's attributes

Increase public awareness of park:

- Create celebrated entry
- Promote the use and access to the property

Palm Island Park

Increase access into park:

- Provide accessible pedestrian connectivity to the park from surrounding facilities – crosswalk to Gilbert Park

Update park amenities to ADA accessibility standards:

- Provide accessible pedestrian access to/around picnic shelters and grills
- Replace the picnic table on the open concrete pad with an accessible table

Provide wayfinding throughout park:

- Create celebrated entry
- Provide wayfinding into parking lot and within park

Address hazards within park:

- Address hazards mostly behind Boy Scout building
- Repair broken equipment
- Provide wildlife warning signage at boardwalk exit-to-path points near lake edge

Enhance boardwalk experience:

- Add seating along boardwalk
- Incorporate interpretive/environmental and educational signage

Engage Boy Scout building and make functional:

- Renovate Boy Scout Building to be functional
- Provide updated plantings at Boy Scout building
- Establish Kayak/Canoe launch

Pinecrest Park

Increase access to park:

- Provide pedestrian connectivity – crosswalks from surrounding streets
- Address steep slope to ensure accessibility and usability of the park

Enhance park offerings to make park functional:

- Maintain plantings to allow natural surveillance
- Establish social nook with shaded seating

Ruthie Watson Park

- Provide ADA accessible furnishings
- Ensure lighting is adequate to overcome high hedge along the south and west sides

Serenity Park

- Provide additional shade trees
- Confirm accessibility of sidewalk slopes

Simpson Cove (Boat Launch)

Improve the implied connections to the lakefront series of parks – speed table on Tremaine at park connection

Develop a **Site-Specific Master Plan**, including:

- Opportunities and Constraints
- Final master plan
- Cost estimating

The site design and implementation should consider the following:

- Improve circulation and parking in boat ramp area
- Improve accessible pedestrian connections throughout site
- Accommodate special events and daily use
- Provide wayfinding from surrounding areas

Simpson Farm House

Complete building restoration:

- Restore second floor

Optimize outdoor space for programming use:

- Reconfigure/resurface parking layout and formalize with curbs
- Complete landscaping around parking lot
- Enhance or renovate program and plantings around the house in concert with programming of community events
- Provide companion seating/bench and wheelchair pad





Stein Park

Develop a **Site-Specific Master Plan**, including:

- Opportunities and constraints
- Conceptual plan options with public hearing
- Final master plan
- Cost estimating
- Phasing (if necessary)

The site design and implementation should consider the following:

- Provide accessible interior pedestrian sidewalk and walking loop
- Provide accessible shaded seating
- Provide gathering space with picnic tables
- Provide drinking fountain and trash receptacles
- Provide open space
- Include educational signage regarding historic Chautauqua Assembly Hotel
- Provide pedestrian connectivity – crosswalks at all intersections

Summerview Park (Future)

Currently in development.

Sunset Park

- Maintain plantings to allow natural surveillance
- Add arts programming to enhance space
- Add directional signage leading to 4th Ave. Docks

Sylvan Park

Increase park awareness and access:

- Provide park ID signage
- Provide pedestrian connectivity – crosswalks crossing Oakland Dr.

Manage existing vegetation to improve park views:

- Open views to Lake Gertrude
- Maintain planting to allow natural surveillance

Enhance park offerings to increase park use:

- Provide accessible shaded seating
- Provide gathering space with picnic tables
- Provide drinking fountain and trash receptacles
- Provide open space
- Provide accessible interior pedestrian sidewalk connecting Oakland Dr. sidewalk to Lake Gertrude promenade to the west
- Consider a neighborhood playground

W.T. Bland Public Library

Increase ADA accessibility to the “Under the Oaks” picnic area:

- Provide accessible connections to the picnic area
- Provide accessible picnic tables

Engage adjacent facilities to optimize their use:

- Provide pedestrian connections to Forest Park

NOTE: City expects Impact Fees to begin accruing in 5 years.

Waite Property

Manage existing natural resources and improve human-nature interaction:

- Remove nuisance and exotic plant species
- Limb up and trim vegetation bordering Lake Gertrude Way to allow natural surveillance
- Add interpretative signage adjacent to Lake Gertrude Way



New Projects

Collaborate on EAR Development

- During EAR process, the City should develop Comprehensive Plan policies to implement relevant portions of this Master Plan including LOS and Typical Park Equity Standards

Trails Master Plan & Implementation

- Develop Trails Master Plan to improve connectivity and accessibility to facilities

New Park Land Acquisition

- Strategically acquire land to fill LOS gaps as Mount Dora continues to grow

School Partnerships

- Work with Triangle Elementary to open facilities for public use to fill existing LOS gap and provide service to areas in the JPA to be annexed into the city in the future
- Coordinate with school board in the development of future schools to identify potential LOS coverage opportunities

Art Master Plan

- Develop Art Master Plan to approach opportunities for public art within the City

Improve Marketing

- Develop marketing to increase awareness of existing facilities and foster communication between the community and the Parks & Recreation Department

Update Master Plan

- This Master Plan should be updated at mid- and long-term marks to re-evaluate conditions at the time and strategize appropriately

Lake Dora Waterfront

- The Lake Dora Waterfront stretches from Palm Island Park to the 4th Avenue Docks containing public and private parcels. It includes many parks with different names: Gilbert Park, Grantham Point, Simpson Cove, and Elizabeth Evans Park. This can cause confusion for users. A summary of the 2011 Envision Mount Dora process as it relates to the Lake Dora Lakefront Element is included on page 15. The core principles from the vision need to be revisited and implemented for this area that is an important hub for leisure, events, culture, and tourism in the City. These principles need to be quantified and a fresh view to update the plan needs to involve the City and private stakeholders in the area.

New Community Center

- Build new community center for all residents of the community

Miscellaneous Design Services

- Provide for additional design services which may occur in the future

Update Security Camera System

- Update camera system in conjunction with CPTED strategies for crime prevention

3.6 Short-term Project Prioritization

To aid in the implementation of capital improvements in the short-term, the relevant Master Plan recommendations have been prioritized following an approach developed with consideration of both analytical and practical elements. The resulting prioritization schedule balances the potential impact of improvements with project costs to assist the City in efficiently addressing existing issues related to park quality, safety, and equity.

Park-Specific Recommendations

Recommended short-term improvements to each individual park property and/or facility have been prioritized based on consideration of multiple factors:

- Current Park Score
- Potential to achieve park equity standards (i.e. improve an existing poorly-served area or extend service to an unserved area)
- Relevant planned expenditures in the City's approved budget and/or CIP
- Project Cost

0-2 Years – \$1,770,000

- Lake Franklin Park
- Lillie Park
- Mount Dora Golf Club
- Stein Park
- Lincoln Avenue Community Park & Pool
- Cauley Lott Park

2-3 Years – \$1,445,500

- Forest Park (Trail)
- Simpson Farm House
- Sunset Park
- Sylvan Park
- Ruthie Watson Park
- Serenity Park
- Waite Property
- Palm Island Park
- Gilbert Park
- Chautauqua Park
- Donnelly Park
- Elizabeth Evans Park
- W.T. Bland Public Library
- Simpson Cove (Boat Launch)

3-4 Years – \$1,300,500

- Martin Luther King Center
- Community Building
- Mount Dora Mountain Bike Trails
- Grantham Point (Lighthouse)
- Mount Dora Dog Park
- Pinecrest Park
- Blair Park
- 4th Avenue City Docks
- Forres Playground
- Nature Park

New Projects

Short-term Master Plan recommendations that are not tied to a specific Leisure Services Department park or facility have been prioritized in a similar fashion, however since many of these projects are not directly related to existing parks or facilities, a current Park Score was not factored.

0-2 Years – \$650,000

- Misc. Design Services
- Trails Master Plan
- New Park Land Acquisition*
- Update Security Camera System

2-3 Years – \$33,333

- Improve Marketing
- Art Master Plan

3-4 Years – \$15,100,000

- New Community Center – construction
- Lake Dora Waterfront

*Active acquisition in deficient areas



**CITY OF
MOUNT
D O R A**

**Leisure Services
900 N. Donnelly St.
Mount Dora, FL 32757
352-735-7183
Fax: 352-735-3681**

E-mail: parksandrec@cityofmoundora.com

DATE: January 23, 2025

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Parks and Recreation Update

Introduction:

Staff update on Parks & Recreation items.

Discussion:

- Bike & Walking Trails

Budget Impact:

Strategic Impact:

Recommendation

Attachment(s):

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: Troy Shonk, Parks & Recreation Director

Final Approval - 1/14/2025



**CITY OF
MOUNT
D O R A**

**Leisure Services
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Mount Dora, FL 32757
352-735-7183
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E-mail: parksandrec@cityofmountdora.com**

DATE: January 23, 2025

TO: Parks and Recreation Advisory Board Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Cultural and Special Events Update

Introduction:

Discussion:

Budget Impact:

Strategic Impact:

Recommendation

Attachment(s):

Prepared by: Jennifer Schwarz, Operations Manager
Reviewed by: carsonc carsonc, Special Events Manager
Troy Shonk, Parks & Recreation Director

Approved - 1/7/2025
Final Approval - 1/7/2025