



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

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**Mount Dora City Council**  
**Mount Dora City Hall Board Room**  
**510 North Baker Street, Mount Dora, Florida 32757**  
**April 1, 2025, 6:00 PM**

**AGENDA**

**CALL TO ORDER**

**MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENTATIONS**

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2. Presentation Mount Dora Friends of the Environment Annual Awards .....8
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**APPROVAL OF AGENDA**

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## **CITY MANAGER'S REPORT**

## **CITY ATTORNEY'S REPORT**

## **COMMUNICATIONS AND REPORTS**

1. Councilmember Marc Crail
2. Councilmember Nate Walker
3. Councilmember Doug Bryant
4. Councilmember Cal Rolfson
5. Councilmember Dennis Dawson
6. Vice-mayor John Cataldo
7. Mayor James Homich

## **UPCOMING MEETING DATES**

1. Tuesday, April 15, 2025, 6:00 p.m., Regular Session
2. Tuesday, May 6, 2025, 6:00 p.m., Regular Session
3. Tuesday, May 20, 2025, 6:00 p.m., Regular Session
4. Tuesday, June 3, 2025, 6:00 p.m., Regular Session
5. Monday, June 9, 2025, 6:00 p.m., Budget Workshop: Budget Parameters and Fire Assessment

## **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.**



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**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Proclamation Recognizing Earth Day 2025

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**Introduction:**

This is an opportunity for the reading of a Proclamation for Earth Day

**Discussion:**

The 30th Annual Earth Day Mount Dora celebration will be held on Saturday, April 12th, 2025 from 9:00 am to 3:00 pm. in Donnelly Park (530 North Donnelly Street).

**Budget Impact:**

N/A

**Strategic Impact:**

Special events and community celebrations promote Economic Development.

**Recommendation:**

Mayor to read Proclamation into the record.

**Attachment(s):**

1. Earth Day 2025 Poster
2. Earth Day Proclamation

Prepared by: Vince Sandersfeld, City Manager  
Reviewed by: Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 3/18/2025  
Final Approval - 3/19/2025



30th Annual



# Earth Day Mount Dora

**“OUR POWER. OUR PLANET”**

**APRIL 12, 2025**

A Free Public Festival in Donnelly Park, Mount Dora, FL

LEARN MORE:

[moundoraenvironment.org](http://moundoraenvironment.org)





## PROCLAMATION

**WHEREAS**, billions upon billions of plastic waste items are choking our oceans, lakes, and rivers and piling up on land which is not only unsightly, but harmful to plants and wildlife; and

**WHEREAS**, plastic pollution is a very real threat with single-use plastics having a large impact; and

**WHEREAS**, cities can greatly influence the quality of the air, water, land, and climate through local education and regulations, and local initiatives such as recycling, eliminating single-use plastics, and promoting purchase choices that are made from re-useable and upcycled materials; and

**WHEREAS**, implementing small changes in our daily lives such as using a re-usable water bottle, carrying personal eating utensils and straws, taking re-usable containers to restaurants for leftovers, using re-usable grocery and shopping bags, and avoiding purchases that are made with plastics and/or packaged in plastics has a big impact; and

**WHEREAS**, the 30<sup>th</sup> Annual Earth Day Mount Dora is a reminder of the constant need for local environmental activism, stewardship commitments, and sustainability efforts.

**NOW, THEREFORE, I**, James L. Homich, Mayor of the City of Mount Dora, Florida, have the distinct honor of proclaiming April 12, 2025 as the 30<sup>th</sup> Annual Earth Day in Mount Dora, with this year's theme of "*Our Power. Our Planet,*" and encourage all citizens, businesses, and institutions to promote the reduction and replacement of single-use plastics at public gatherings, in our businesses, schools, places of worship, and homes and in our personal lives.

**IN WITNESS WHEREOF**, I hereunto set my hand and cause the Seal of the City of Mount Dora to be affixed this 1st day of April, 2025.

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James L. Homich, Mayor



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---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Presentation Mount Dora Friends of the Environment Annual Awards

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**Introduction:**

This is an opportunity for the Friends of the Environment to present the Annual Awards.

**Discussion:**

**Note:** Mount Dora Friends of the Environment will be honoring new donors and volunteers in the City Hall lobby prior to the April 1, 2025, City Council meeting.

**Upcoming Event:** Saturday, April 12, 30th Annual “Earth Day Mount Dora”, 9 am - 3 pm, Donnelly Park & Donnelly Park Building.

**Link:** Additional information about the Mount Dora Friends of the Environment can be found on their web page: <https://www.mountdoraenvironment.org/>

**Budget Impact:**

N/A

**Strategic Impact:**

Planting trees citywide offers numerous benefits, including improving air quality, reducing the urban heat island effect, enhancing property values, and providing habitat for wildlife, while also contributing to a more resilient and aesthetically pleasing environment.

**Recommendation:**

This is an opportunity for the City Council to participate in the Mount Dora Friends of the Environment Annual Awards.

**Attachment(s):**

Prepared by: Jeanann Hand, City Clerk  
Reviewed by: Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 3/14/2025  
Final Approval - 3/14/2025





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**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Proclamation Recognizing Employee Appreciation Month

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**Introduction:**

This is a request for the Mayor to read the proclamation into the record.

**Discussion:**

The City will conduct team events throughout the month to recognize the achievements of our valued employees. In addition to the proclamation, the administration has developed several team events including: Leadership thank you videos; employee feedback survey; food truck at city hall; HR benefit sessions; financial services and investment/retirement planning; and shadow other department staff members.

**Budget Impact:**

N/A

**Strategic Impact:**

Objective 3.2. Attract and maintain city human resources through competitive compensation and benefits.

Foster a positive culture, encourages teamwork, collaboration, improves retention, and provides feedback.

**Recommendation:**

The mayor read the proclamation into the record.

**Attachment(s):**

1. Proclamation Employee Appreciation Month 2025

Prepared by: Jeanann Hand, City Clerk



Reviewed by:     Alan Cline, Director of Human Resources  
                         Jeanann Hand, City Clerk  
                         Vince Sandersfeld, City Manager

Approved - 3/12/2025  
Approved - 3/12/2025  
Final Approval - 3/13/2025



**PROCLAMATION**  
**CITY OF MOUNT DORA EMPLOYEE APPRECIATION MONTH**

**WHEREAS**, the City of Mount Dora is fortunate to have a team of dedicated, hardworking, and passionate employees who serve as the backbone of our community, ensuring the smooth operation of city services and the continued progress of our beloved city; and

**WHEREAS**, the employees of Mount Dora demonstrate an unwavering commitment to excellence, providing essential services that enhance public safety, maintain infrastructure, support economic development, and enrich the cultural and recreational experiences of residents and visitors alike; and

**WHEREAS**, through their professionalism, expertise, and tireless efforts, city employees work in diverse roles—from first responders and public works professionals to administrative staff and community development specialists—each playing a critical part in shaping the future of Mount Dora; and

**WHEREAS**, in times of challenge and uncertainty, our employees have shown resilience, adaptability, and dedication, ensuring that city services continue uninterrupted, responding to emergencies with urgency and care, and fostering a spirit of teamwork and unity; and

**WHEREAS**, the contributions of our employees go beyond their daily responsibilities, as they embody the values of integrity, accountability, and public service, continually striving to enhance the quality of life for all who live, work, and visit Mount Dora; and

**WHEREAS**, it is essential to recognize and celebrate the outstanding achievements and dedication of our city employees, whose work is often carried out behind the scenes but is integral to the success and vibrancy of our community; and

**WHEREAS**, the City of Mount Dora is committed to fostering a culture of recognition, respect, and appreciation for the men and women who serve our city with distinction;

**NOW, THEREFORE**, I, James Homich, Mayor of the City of Mount Dora, do hereby proclaim April as Employee Appreciation Month in Mount Dora and call upon all residents, businesses, and community leaders to join in expressing our deepest gratitude and appreciation for the unwavering service, dedication, and contributions of our exceptional city employees.

**IN WITNESS THEREOF**, I have hereunto set my hand and caused the Seal of the City of Mount Dora to be affixed this first of April 2025.

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James L. Homich, Mayor



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---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Appointment to the Library Advisory Board

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**Introduction:**

This is an opportunity for Council to appoint a new member to the Library Advisory Board.

**Discussion:**

The following seats are vacant, and the following appointments are proposed:

District 4 Appointment: Susan Myers

**Budget Impact:**

N/A

**Strategic Impact:**

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

2.3.2. Increase engagement and collaboration with residents

**Recommendation:**

City Council approve the appointment of Ms. Myers to the Library Advisory Board.

**Attachment(s):**

1. Attachment #1 Susan Myers LAB Application

Prepared by: Jeanann Hand, City Clerk  
Reviewed by: Vince Sandersfeld, City Manager

Final Approval - 3/26/2025

[Print](#)**Board Application - Submission #5529****Date Submitted: 3/19/2025****Application to Serve on a City of Mount Dora Board or Committee**

Thank you for your interest in serving our community.

Please complete the fields below and submit completed form using the submit button at the end of the form. Completed forms may also be hand-delivered or mailed to the City Clerk at 510 North Baker Street, Mount Dora, FL 32757.

**First Name\***

Susan

**Last Name\***

Myers

**Address1\***

2101 Oak Leaf Circle

**Address2****City\***

Mount Dora

**State\***

FL

**Zip\***

32757

**Phone Number\***

8633986446

**Email Address\***

Smyers1108@gmail.com

**Please provide a brief statement relating to your education, experience and reason for wishing to serve\***

Since 2017 I have volunteered at the W.T. Bland Public Library and continue to do so today. I have also previously served on the Library advisory board and look forward to serving in that capacity again.

**Resume or additional attachments (not required)**[Choose File](#) No file chosen

**Boards on which you wish to serve\***

W.T. Bland Public Library Advisory Board

**Upon Completion**

This form will be submitted to the City Clerk's Office.



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---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Approval of Interlocal Agreement Cost Share between Lake County and the City of Mount Dora Odor Control Complaint Source Identification

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**Introduction:**

This is a request for the City Council to approved the Interlocal Agreement Cost Share between Lake County and the City of Mount Dora Odor Control Complaint Source Identification.

**Discussion:**

At the February 18, 2025, regularly scheduled City Council meeting the Task Authorizations with Halff, Inc (V&A Consulting Engineers) was approved for Odor Complaint Source Identification. The City Council approval was conditioned for cost-sharing of the study with Lake County. On February 25, 2025, Lake County Board of County Commissioners approved the attached Interlocal Agreement Cost-Sharing 50 percent between the City and County. The attached agreement ratifies City Council's February 18th action.

The City of Mount Dora has been experiencing a persistent and unpleasant odor that has been affecting various areas of the community. After thorough consideration and based on staff recommendations, the City reached out to Halff Associates, a consulting firm with expertise in environmental assessment, to provide a proposal aimed at identifying the source of the odor. The proposal is to identify the source and cause of the odor.

**Budget Impact:**

The fiscal impact is \$135,260 (expenditure; 50 percent of the total cost for the odor conditions evaluation).

The Halff Odor study is currently not budgeted, but will be included in the mid-year amendment under account code 421-1910-536.31-01. Funds for the services will be transferred from utility projects on hold at at this time. The total cost for the study includes several task items (\$270,520). Some of which are service cost depending on work products.

**Strategic Impact:**

Objective 3.1. Identify and seek funding sources

Objective 3.1.2 Seek to create public partnerships to conserve government funds and resources for priority projects

**Recommendation:**

City Council approve Interlocal Agreement Cost Share between Lake County and the City of Mount Dora Odor Control Complaint Source Identification.

**Attachment(s):**

1. Partially Executed Cost Share Agreement

Prepared by: Vince Sandersfeld, City Manager

Reviewed by: Matthew Dodson, Budget Officer

Rita Meade, Finance Director

Andrew Marsian, Director of Utilities and Plant Operations

City Attorney, City Attorney

Jeanann Hand, City Clerk

Vince Sandersfeld, City Manager

Approved - 3/14/2025

Approved - 3/18/2025

Approved - 3/18/2025

Approved - 3/26/2025

Approved - 3/26/2025

Final Approval - 3/26/2025

## **INTERLOCAL AGREEMENT FOR CONSULTANT COST SHARE**

### ***(City of Mount Dora Odor Control Complaint Source Identification Study)***

**THIS INTERLOCAL AGREEMENT** is made by and between Lake County, Florida, a political subdivision of the State of Florida (the “COUNTY”), and the City of Mount Dora, a municipal corporation organized under the laws of the State of Florida (the “CITY”).

#### **WITNESSETH:**

**WHEREAS**, Section 163.01, Florida Statutes, provides that local governments may enter into agreements to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

**WHEREAS**, the CITY has obtained a proposal from Halff Associates, Inc. (the “CONSULTANT”) dated February 10, 2025, to perform an evaluation of odor conditions and likely odor sources in the Sullivan Ranch, Stoneybrook, and U.S. 441/S.R. 46 study area to assist the CITY in identifying the source or sources of the odor within the study area; and

**WHEREAS**, the CITY has requested that the COUNTY participate in a cost sharing arrangement as many of the affected residents are residents of the unincorporated County; and

**WHEREAS**, the COUNTY is interested in participating in a cost share agreement with the CITY as the COUNTY has received numerous complaints from unincorporated residents that the odor emanating from the area is adversely affecting health and safety; and

**WHEREAS**, the parties have determined that cost sharing in this study is in the best interests of the public health, safety, and welfare.

**NOW, THEREFORE, IN CONSIDERATION** of the mutual terms, understandings, conditions, promises, covenants and payment set forth in this Agreement, and intending to be legally bound, the parties hereby agree as follows:

1. **Legal Findings of Fact.** The foregoing recitals are hereby adopted as legislative findings of the Board of County Commissioners and are ratified and confirmed as being true and correct and are hereby made a specific part of this Agreement upon execution hereof.

2. **Purpose.** The purpose of this Agreement is to memorialize the intent of the CITY and the COUNTY to share equally in the cost of the Odor Control Complaint Source Identification Study (hereinafter the “STUDY”).



**3. City Obligations.**

A. The parties acknowledge that the CITY has solicited and retained the services of the CONSULTANT to assist with the STUDY. The Task Authorization Form and Work Order for Professional Services, as identified in **Exhibit 1**, which includes the Scope of Services, are attached hereto and incorporated herein by reference.

B. The CITY, or the CONSULTANT at the CITY'S request, will provide monthly work task schedules to the COUNTY outlining the CONSULTANT'S proposed work tasks on the STUDY. Nothing by way of execution of this Agreement is intended to make CONSULTANT, its employees or agents to be contractors, agents, or employees of the COUNTY or obligate the COUNTY to make payments directly to the CONSULTANT.

C. The CITY shall ensure that the CONSULTANT will comply with Section 119.0701, Florida Statutes.

**4. County Obligations.**

A. The parties agree and acknowledge that the total budget to complete set forth the Scope of Services set forth in **Exhibit 1** is estimated to be approximately \$270,520.30. The parties shall share equally in the total cost so that each party's share shall not exceed **\$135,260.15**. This funding shall be used to complete the tasks as outlined in **Exhibit 1**.

B. The CITY shall submit an invoice to the COUNTY outlining the tasks completed by the CONSULTANT. The invoice shall show the total cost of the completed tasks, and then show the COUNTY'S portion of the invoice in the amount of fifty percent (50%) of the billed costs. The COUNTY agrees to pay such invoices until the COUNTY'S share of the total budget has been reached as set forth in subsection A above; but in no event will the COUNTY be required to pay more than **\$135,260.15** during the term of this Agreement, unless the Agreement is otherwise amended. Payments will be made in accordance with the Florida Prompt Payment Act, Chapter 218, Part VII, Florida Statutes.

C. Funding by the COUNTY to the CITY for the services provided by the CONSULTANT on the STUDY will continue until such time as the CITY'S contract with the CONSULTANT expires or terminates or this Agreement is terminated, whichever is earlier. In the event funds obligated under this Agreement become reduced or unavailable, the COUNTY will notify the CITY of such occurrence, and the COUNTY may terminate this Agreement without penalty or expense to the COUNTY. The COUNTY will be the final authority as to the

unavailability of funds.

5. **Future Services.** Nothing in this Agreement will prohibit the parties from negotiating a different allocation of responsibilities for, or contributions, to the development of the STUDY.

6. **Term.** The term of this Agreement will be for a period of one (1) year beginning on the effective date.

7. **Termination.**

A. Either party may terminate this Agreement upon thirty (30) days written notice to the other party. Within twenty (20) days after the effective date of termination, the terminating party shall remit to the non-terminating party a payment equal to fifty percent (50%) of all costs incurred as of the date of termination as well as fifty percent (50%) of all work mutually authorized to proceed but which has not yet been completed, up to the cost share limits identified in Paragraph 4.A. above. Nothing in this Agreement will preclude the non-terminating party from seeking additional support for the STUDY from other sources.

B. In the event the CITY assigns or terminates the contract with the CONSULTANT, the CITY shall provide written notice to the COUNTY and the COUNTY may terminate this Agreement if the County Manager determines that the vendor or sub-consultant is not acceptable or in the best interest of the COUNTY.

8. **Modifications.** Unless otherwise specified in this Agreement, no modification, amendment, or alteration of the terms or conditions contained in this Agreement will be effective unless contained in a written document executed by the parties to this Agreement, with the same formality and of equal dignity with this Agreement.

9. **Notices.**

A. All notices, demands, or other writings required to be given or made or sent in this Agreement, or which may be given or made or sent, by either party to the other, will be deemed to have been fully given or made or sent when in writing and addressed as follows:

COUNTY

County Manager  
Lake County Administration Building  
P.O. Box 7800  
Tavares, Florida 32778

CITY

City of Mount Dora  
City Manager  
510 North Baker Street  
Mount Dora, Florida 32757

B. All notices required, or which may be given under this Agreement, will be considered properly given if: (1) personally delivered, (2) sent by certified United States mail, return receipt requested, or (3) sent by Federal Express or other equivalent overnight letter delivery company.

C. The effective date of such notices will be the date personally delivered, or if sent by certified mail, the date the notice was signed for, or if sent by overnight letter delivery company, the date the notice was delivered by the overnight letter delivery company.

D. The parties may designate other parties or addresses to which notice will be sent by notifying, in writing, the other party in a manner designated for the filing of notice under this Agreement.

10. **Entire Agreement.** This document embodies the entire agreement between the parties. It may not be modified or terminated except as provided in this Agreement.

11. **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, it will be considered deleted from this Agreement and will not invalidate the remaining provisions.

12. **Effective Date.** This Agreement will become effective on the date the last party executes this Agreement ("effective date").

13. **Assignment.** No party to this Agreement may assign the rights and obligations under this Agreement without the prior consent of the other party.

14. **Counterparts.** This Agreement may be executed in counterparts, each executed counterpart to be deemed an original and all of which will constitute but one and the same instrument. This Agreement may be executed by electronic signatures and electronic signatures will constitute originals for all purposes.

INTERLOCAL AGREEMENT TO COST SHARE IN THE ODOR CONTROL COMPLAINT SOURCE IDENTIFICATION STUDY

CITY

ATTEST:

CITY OF MOUNT DORA, FLORIDA

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
James Homich, Mayor

This \_\_\_\_\_ of \_\_\_\_\_, 2025.

Approved as to form and legality:

\_\_\_\_\_  
City Attorney

INTERLOCAL AGREEMENT TO COST SHARE IN THE ODOR CONTROL COMPLAINT SOURCE IDENTIFICATION STUDY

COUNTY

LAKE COUNTY, FLORIDA by and through its  
COUNTY MANAGER

Jennifer Barker  
Jennifer Barker, County Manager

This 13 day of March, 2025.

Approved as to form and legality:

mmarsL 3/13/25  
Melanie Marsh  
County Attorney

**EXHIBIT 1**



VIA EMAIL

February 10, 2025

City of Mount Dora  
Andrew Marsian  
Director of Utilities and Plant Operations  
900 North Donnelly Street  
Mount Dora, Florida 32757

**Re: City of Mount Dora Odor Control Complaint Source Identification**

**SCOPE OF SERVICES:**

Halff is pleased to submit for your approval the following professional services work order for performing an evaluation of odor conditions and likely odor sources in the Sullivan Ranch, Stoneybrook, and US441/SR46 study area to assist the City in identifying the source or sources of the odor within the mentioned area. Halff will subcontract with V&A Consulting Engineers, Inc. to perform the required tasks as outlined below.

**SCOPE OF WORK:**

**PHASE 100 Project Management (V&A Consulting Engineers)**

Monitor and report project progress and changes, manage the quality of all work activities and project deliverables, and execute the project per the defined scope, schedule, and budget. Submit monthly invoices and communicate project updates. This task includes attending meetings up to 12 hours. Time spent over 12 hours will be invoiced on a time and materials basis at the rates shown on the attached Fee Schedule.

**FEE: \$12,281.50**

**PHASE 200 Background Review (V&A Consulting Engineers)**

V&A will review available background information and previous reports as made available by Halff and the City. This will include engineering reports, Smell My City odor observations, available weather data, odor complaint history for the study area, and any available permit or operating information for likely odor sources in the study area.

**FEE: \$22,761.20**

902 N. Sinclair Ave., Tavares, FL 32778 | [halff.com](http://halff.com)



**PHASE 300 Kickoff Workshop and Field Investigation (V&A Consulting Engineers)**

V&A and St. Croix Sensory, Inc. (SCS) will conduct a three-day kickoff workshop and field investigation. On day one V&A and SCS will meet with Halff, City staff, and other stakeholders as invited by the City to discuss their relevant observations related to known odor issues including characterization of observed odors, odor observations under various weather conditions, observation of likely odor sources, and any other relevant observations. SCS will conduct training for an Odor Investigation Team (OIT) of 3-5 individuals. The team will consist of local Halff and City staff and additional stakeholders as identified and recruited by the City. SCS will train the OIT on odor characterization and plume tracking using the Odor Wheel developed by SCS and other proven techniques.

On days two and three the OIT and V&A will tour the area under the leadership of SCS. The tour will include a driving and/or walking tour of high-complaint areas (Sullivan Ranch, Stoneybrook, and others as appropriate) and likely odor sources as determined in the workshop discussions. Likely odor sources will be visited on-site if access is possible or from the fence line if site access is not possible. SCS will guide the OIT through observation of odor conditions and plume tracking using consistent descriptions of odor intensity and characterization and analysis of weather conditions. Additional field observations may include grab sampling for hydrogen sulfide using the City's ppb-level AcruLog monitors and field olfactometry using a field olfactometer provided by V&A.

Following the kickoff workshop and field investigation, V&A and SCS will prepare an investigation plan for the OIT. It is anticipated that this plan will include 1-2 observations per day for a period of 1-2 weeks, but may vary based on the results of the kickoff investigation.

**FEE: \$50,554.90**

**PHASE 400 Halff Participation in Kickoff Workshop and Field Investigation**

Halff will dedicate one employee to participate in the three-day Kickoff Workshop and Field Investigation, as well as two per day site investigations over the following 1-2 weeks, as described in Phase 300 above. Phase also includes senior engineer oversight.

**FEE: \$14,175.00 (Hourly, Budget)**

**PHASE 500 Odor Investigation Team Reconnaissance (V&A Consulting Engineers – if needed)**

The OIT will execute the plan developed under Phase 300. Daily observations and reports will be forwarded to V&A for compilation. At the conclusion of the plan period, V&A will compile collected data and observations into a summary report. As an option, V&A can

902 N. Sinclair Ave., Tavares, FL 32778 | [halff.com](http://halff.com)





provide one staff member on a time and materials basis to be embedded in the Sullivan Ranch community or nearby to participate in the OIT. If possible, the V&A staff member could be housed in a recreational vehicle (RV) in Sullivan Ranch. The City will need to provide the RV location and hook-ups (power, water, and sewer). Alternatively, the V&A staff member can be housed in a hotel or other short-term accommodation as near to the study area as possible.

**FEE: \$27,104.00 (Hourly, Budget)**

**PHASE 600 Halff Participation in Odor Investigation Team (If needed)**

As needed, Halff will provide one employee to participate in the activities described above in Phase 500. It is anticipated that this phase will include 1-2 observations per day for a period of 1-2 weeks, but may vary based on the results of the Phase 300 above. Phase also includes senior engineer oversight.

**FEE: \$12,150.00 (Hourly, Budget)**

**PHASE 700 Dispersion Modeling (V&A Consulting Engineers)**

V&A will complete a dispersion model for up to four sources to characterize the current extent of offsite odor emissions. The modeling will be completed using a commercially available form of AERMOD. Meteorological data will be obtained from public or commercially available sources in AERMET-ready format. Odor loading rates will be based on the results of the kickoff field investigation. The model will be run on either hydrogen sulfide or odor units and the basis will be consistent across all modeled sources. This phase will be conducted concurrently with Phase 500.

**FEE: \$11,638.00**

**PHASE 800 Observation and Modeling Workshop (V&A Consulting Engineers)**

V&A will conduct a one-day workshop with Halff, City staff, and other stakeholders as invited by the City to review the OIT reconnaissance and dispersion modeling results and discuss the characterization and likely impact of odors from all sources. Following this workshop, the City will determine the level of effort and duration for the activities described in Phase 1000.

**FEE: \$10,985.70**

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**PHASE 900 Halff participation in Observation and Modeling Workshop**

Halff will participate in the one-day workshop described above in Phase 800 with V&A, the City and other stakeholders.

**FEE: \$3,720.00 (Hourly, Budget)**

**PHASE 1000 Monitoring Program and Community Field Observations (V&A Consulting Engineers – If Needed)**

One or more of the following activities can be conducted on a time and materials basis at the rates shown in the attached Fee Schedule. Hydrogen sulfide monitoring and community observations will be conducted concurrently.

- A. V&A will identify (12) locations to be continuously monitored for hydrogen sulfide using the City's ppb-level Acrolog monitors. The locations will be selected based on the results of the field investigation, background review, OIT reconnaissance, and dispersion modeling and will include key locations within the stakeholder communities and on-site and/or fence line monitoring of likely odor sources. The City will provide the monitors and mounting hardware and will be responsible for monitor calibration and data downloads. V&A will assist with setup and installation of the monitors and will compile the data and analyze for correlation between odor events and odor release from likely sources.
- B. V&A will assist Halff and the City in expanding the OIT to include additional observers which may include City staff, local Halff staff, key community stakeholders, or an invitation to general public participation. V&A and SCS will prepare an investigation plan and will provide a one-day training workshop for this expanded team. V&A will compile the team's observations and analyze for correlation between odor events and odor release from likely sources.
- C. V&A can provide one staff member to be embedded in the Sullivan Ranch community or nearby to participate in the odor observations described in Phase 1000B. If possible, the V&A staff member will be housed in a recreational vehicle (RV) in Sullivan Ranch. The City will need to provide the RV location and hook-ups (power, water, and sewer). Alternatively, the V&A staff member can be housed in a hotel or other short-term accommodation as near to the study area as possible.

**FEE: \$68,767.60 (Hourly, Budget)**

**PHASE 1100 Technical Memorandum (V&A Consulting Engineers)**

V&A will summarize the results of the above tasks in a Technical Memorandum (TM). V&A will compile and analyze all reported observations and continuous monitoring data, and present the results in figure, graph and tabular formats. Key findings for each

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monitoring location will be discussed. V&A will respond to up to one (1) round of comments. V&A will provide all raw data and modeling results in electronic format for the Client's records.

**FEE: \$26,382.40**

**PHASE 1200 Halff Project Management**

The scope of services shall include administrative services necessary to coordinate aspects of the contract. These services shall include meetings with staff and city council, administrative project management duties, status review, accounting, and invoice review, and other miscellaneous duties as required.

**FEE: \$7,500.00 (Hourly, Budget)**

**PHASE 9999 Halff Reimbursables**

Costs for reimbursables, including printing, copying, blueprints, binding, mileage, etc., shall be billed per Exhibit A Section II Compensation.

**FEE: \$2,500.00**

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**FEE SUMMARY**

| PHASE        | AMOUNT                        |
|--------------|-------------------------------|
| PHASE 100    | \$ 12,281.50                  |
| PHASE 200    | \$ 22,761.20                  |
| PHASE 300    | \$ 50,554.90                  |
| PHASE 400    | \$ 14,175.00 (Hourly, Budget) |
| PHASE 500    | \$ 27,104.00 (Hourly, Budget) |
| PHASE 600    | \$ 12,150.00 (Hourly, Budget) |
| PHASE 700    | \$ 11,638.70                  |
| PHASE 800    | \$ 10,985.70                  |
| PHASE 900    | \$ 3,720.00 (Hourly, Budget)  |
| PHASE 1000   | \$ 68,767.60 (Hourly, Budget) |
| PHASE 1100   | \$ 26,382.40                  |
| PHASE 1200   | \$ 7,500.00 (Hourly, Budget)  |
| PHASE 9999   | \$ 2,500.00                   |
| <b>TOTAL</b> | <b>\$ 270,520.30</b>          |

**THIS PROPOSAL DOES NOT INCLUDE THE FOLLOWING ITEMS:**

1. Engineering Design
2. Land Surveying
3. Hydraulic Modeling
4. GIS Database Development
5. Cost Estimating

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**Halff Associates, Inc.  
2024 Engineering Labor Rates (FL)**

| Labor Categories                       | Hourly Rate |
|----------------------------------------|-------------|
| <b><u>Engineers</u></b>                |             |
| Principal/Officer                      | \$375       |
| Engineer V                             | \$305       |
| Engineer IV                            | \$230       |
| Engineer III                           | \$200       |
| Engineer II                            | \$165       |
| Engineer I                             | \$135       |
| Tech V                                 | \$190       |
| Tech IV                                | \$160       |
| Tech III                               | \$130       |
| Tech II                                | \$105       |
| Project Coordinator                    | \$100       |
| CEI Inspector                          | \$105       |
| <b><u>Surveyors</u></b>                |             |
| Sr. RPLS/PSM                           | \$255       |
| RPLS/PSM                               | \$195       |
| Survey/Geospatial Manager              | \$195       |
| Sr. Survey Tech/Sr. GSP Tech/SIT       | \$145       |
| Survey Tech/GSP Tech                   | \$110       |
| 3-Man Survey Crew                      | \$275       |
| 2-Man Survey Crew                      | \$210       |
| 1-Man Survey Crew                      | \$135       |
| Clerical                               | \$95        |
| 1-Man Terrestrial HDS Crew (*)         | \$265       |
| 2-Man Terrestrial HDS Crew (*)         | \$365       |
| FAA 107 UAS Pilot (*)                  | \$270       |
| <b><u>Mobilization Fee</u></b>         |             |
| UAS LiDAR Phoenix (daily rate)         | \$2,600     |
| MX9 Mobile LiDAR (daily rate)          | \$3,330     |
| <b><u>Environmental Scientists</u></b> |             |
| Scientist V                            | \$375       |
| Scientist IV                           | \$250       |
| Scientist III                          | \$200       |
| Scientist II                           | \$150       |
| Scientist I                            | \$105       |
| <b><u>Landscape Architects</u></b>     |             |
| Landscape/Planner V                    | \$375       |
| Landscape/Planner IV                   | \$240       |
| Landscape/Planner III                  | \$180       |
| Landscape/Planner II                   | \$140       |
| Landscape/Planner I                    | \$105       |

**Notes:**

- 1 – Per Diem (Meals): \$62/day
- 2 - All other direct costs (ODC), such as materials, subcontractors, deed research, or hotels will be billed at cost plus 10%.
- 3 – Current IRS Mileage is \$0.67 per mile
- 4- These rates are subject to change and review once a year
- (\*) Includes Mobilization Fee



| <b>V&amp;A Consulting Engineers<br/>2025 Fee Schedule<br/>Rates include Overhead &amp; Profit</b> |                    |
|---------------------------------------------------------------------------------------------------|--------------------|
| <b>Position</b>                                                                                   | <b>Hourly Rate</b> |
| Principal-in-Charge                                                                               | \$306              |
| Senior Project Manager                                                                            | \$273              |
| Senior Professional Land Surveyor                                                                 | \$252              |
| Project Manager                                                                                   | \$244              |
| Senior Project Engineer                                                                           | \$227              |
| Project Engineer                                                                                  | \$206              |
| Deputy Engineer                                                                                   | \$194              |
| Associate Engineer                                                                                | \$180              |
| Graduate Engineer                                                                                 | \$151              |
| CAD Designer                                                                                      | \$149              |
| Survey Manager                                                                                    | \$139              |
| Engineering Associate                                                                             | \$134              |
| Senior Inspector                                                                                  | \$134              |
| Senior Technician                                                                                 | \$129              |
| Survey Crew (2 Man) <sup>1</sup>                                                                  | \$252              |
| Technician                                                                                        | \$113              |
| Project Administrator                                                                             | \$93               |
| Deposition/Court Appearance                                                                       | \$556              |
| <b>Other Direct Costs</b>                                                                         |                    |
| Subcontractor/Subconsultant, Lab Analysis: Cost + 10%                                             |                    |
| Travel (Air/Hotel/Per Diem/Car Rental), Printing, Shipping: @ Cost                                |                    |
| Auto/Truck Mileage: @ Federal Rate                                                                |                    |
| Field Truck: \$125/Day                                                                            |                    |
| Confined Space Entry Truck and Safety Equipment: \$250/Day                                        |                    |
| <sup>1</sup> Survey Crew rate billed in 4-hour increments on a Lump Sum basis.                    |                    |

INTERLOCAL AGREEMENT TO COST SHARE IN THE ODOR CONTROL COMPLAINT SOURCE IDENTIFICATION STUDY

Resource Allocation Estimate

JOB NO: 24-0254

2/5/2025

CLIENT: Hall Associates

PROJECT NAME: Mt. Dora Odor Characterization

| Task                              | Description                                       | Principal-in-Charge | Senior Project Manager | Project Manager | Project Engineer | Graduate Engineer | Project Admin. | Total Labor Hours | Subtotal Labor Cost | Subtotal ODC         | Total Labor Cost and ODC by Task |
|-----------------------------------|---------------------------------------------------|---------------------|------------------------|-----------------|------------------|-------------------|----------------|-------------------|---------------------|----------------------|----------------------------------|
| 1                                 | Project Management                                | 1                   | 30                     |                 | 5                | 1                 | 16             | 53                | \$ 11,165.00        |                      | \$ 11,165.00                     |
| 2                                 | Background Review                                 | 2                   | 48                     |                 | 28               | 8                 |                | 86                | \$ 20,692.00        |                      | \$ 20,692.00                     |
| 3                                 | Kickoff Workshop and Field Investigation          |                     | 96                     |                 |                  |                   |                | 96                | \$ 26,208.00        | \$ 19,751.00         | \$ 45,959.00                     |
| 4                                 | Odor Investigation Team Recon.                    |                     | 53                     |                 | 8                | 23                |                | 84                | \$ 13,590.00        | \$ 5,050.00          | \$ 24,640.00                     |
| 5                                 | Dispersion Modeling                               | 2                   | 12                     | 20              |                  | 12                |                | 46                | \$ 10,580.00        |                      | \$ 10,580.00                     |
| 6                                 | Observations and Modeling Workshop                |                     | 32                     |                 |                  |                   |                | 32                | \$ 8,736.00         | \$ 1,251.00          | \$ 9,987.00                      |
| 7                                 | Monitoring Program & Community Field Observations |                     | 155                    |                 |                  |                   |                | 155               | \$ 42,315.00        | \$ 20,201.00         | \$ 62,516.00                     |
| 8                                 | Technical Memorandum                              | 3                   | 32                     | 8               | 24               | 48                | 2              | 117               | \$ 23,984.00        |                      | \$ 23,984.00                     |
| Subtotal Direct Labor Hours       |                                                   | 8                   | 458                    | 28              | 65               | 92                | 18             | 669               |                     |                      |                                  |
| Hourly                            |                                                   | \$ 306.00           | \$ 273.00              | \$ 244.00       | \$ 206.00        | \$ 151.00         | \$ 93.00       |                   |                     |                      |                                  |
| Subtotal Direct Labor Cost        |                                                   | \$ 2,448.00         | \$ 125,034.00          | \$ 6,832.00     | \$ 13,390.00     | \$ 13,892.00      | \$ 1,674.00    |                   | \$ 163,270.00       | \$ 46,253.00         | \$ 209,523.00                    |
| Other Direct Costs                |                                                   | Unit Cost           | Units                  | No. of Units    |                  |                   |                | Subtotal ODC      |                     |                      |                                  |
| Mileage                           |                                                   | \$ 0.67             | per mile               | 900             |                  |                   |                |                   | \$ 603.00           |                      |                                  |
| Hotel                             |                                                   | \$ 200.00           | per night              | 17              |                  |                   |                |                   | \$ 3,400.00         |                      |                                  |
| Per Diem for Full Day             |                                                   | \$ 75.00            | per day                | 64              |                  |                   |                |                   | \$ 4,800.00         |                      |                                  |
| Car Rental                        |                                                   | \$ 100.00           | per day                | 42              |                  |                   |                |                   | \$ 4,200.00         |                      |                                  |
| Round Trip Airfare                |                                                   | \$ 600.00           | per flight/person      | 5               |                  |                   |                |                   | \$ 3,000.00         |                      |                                  |
| Nasal Ranger                      |                                                   | \$ 250.00           | per week               | 1               |                  |                   |                |                   | \$ 250.00           |                      |                                  |
| AirBnB/RYV Rental                 |                                                   | \$ 1,500.00         | per week               | 6               |                  |                   |                |                   | \$ 9,000.00         |                      |                                  |
| St. Croix Sensory Participation   |                                                   | \$ 3,500.00         | per day                | 6               |                  |                   |                |                   | \$ 21,000.00        |                      |                                  |
| Subtotal Other Direct Costs       |                                                   |                     |                        |                 |                  |                   |                |                   | \$ 46,253.00        |                      |                                  |
| <b>GRAND TOTAL ESTIMATED COST</b> |                                                   |                     |                        |                 |                  |                   |                |                   |                     | <b>\$ 209,523.00</b> |                                  |

**CLIENT INFORMATION FORM**

To assist Halff Associates, Inc., to prepare the requested proposal, please complete the information below:

PRINT NAME & TITLE: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

BILLING CONTACT NAME & TITLE: \_\_\_\_\_

BILLING CONTACT EMAIL: \_\_\_\_\_

BILLING CONTACT PHONE: \_\_\_\_\_

CLIENT REPRESENTATIVE: \_\_\_\_\_

IS CLIENT THE OWNER OF THE SUBJECT PROPERTY?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

(If no, Halff Associates, Inc., reserves the right to require a retainer prior to commencing services.)

Is the property accessible? \_\_\_\_\_

If gated/locked, who shall Halff Associates, Inc. contact to gain access to the property?

NAME AND PHONE NUMBER: \_\_\_\_\_

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



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

---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Approval of Meeting Minutes

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**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:**

This item has no budget impact.

**Strategic Impact:**

Accurate approved minutes support all elements of the City's Strategic Plan as they provide a transparent public record of the City government's service to its community.

**Recommendation:**

City Council to approve Meeting Minutes.

**Attachment(s):**

1. 01.07.2025 City Council Regular Session Minutes.DRAFT\_
2. 01.21.2025 Northeast CRA Board Minutes.DRAFT\_
3. 01.21.2025 City Council Regular Session Minutes.DRAFT
4. 02.04.2025 City Council Regular Session Minutes.DRAFT
5. 02.18.2025 City Council Regular Session Minutes.DRAFT
6. 03.04.2025.City Council Regular Session Minutes\_DRAFT

Prepared by: Jeanann Hand, City Clerk



Reviewed by:



**CITY OF MOUNT DORA, FLORIDA  
CITY COUNCIL REGULAR SESSION  
MEETING MINUTES**

**January 7, 2025. 6:00 p.m.**

**Mount Dora City Hall**

**510 North Baker Street, Mount Dora, Florida 32757**

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**CALL TO ORDER**

Having been duly advertised as required by law, at 6:00 p.m., Mayor James L. Homich called to order the Regular Session of the Mount Dora City Council in the City Hall Council Chamber.

**MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

A moment of silence and the Pledge of Allegiance were led by Mayor Homich.

**ROLL CALL**

**Members Present**

James L. Homich, Mayor  
Cal Rolfson, District 2  
Dennis Dawson, District 3  
Marc Crail, District 5  
Nate Walker, District 5  
Doug Bryant, At-large

**Also Present**

Vince Sandersfeld, City Manager  
Patrick Brackins, City Attorney  
Jeanann Hand, City Clerk

**Members Not Present**

John Cataldo, Vice-mayor

**PRESENTATIONS**

1. Resolution Recognizing Outgoing Mayor Crissy Stile

Councilmember Nate Walker read Resolution No. 2025-04, Honoring Mayor Crissy Stile for Her Service to the City.

**RESOLUTION NO. 2025-04**

**A RESOLUTION OF THE CITY OF MOUNT DORA, LAKE COUNTY, FLORIDA, PROVIDING FOR RECOGNITION AND EXPRESSED APPRECIATION TO FORMER CITY COUNCILMEMBER AND FORMER MAYOR CRISSY STILE FOR HER DEDICATED SERVICE AS AN ELECTED MUNICIPAL OFFICIAL FOR FIVE YEARS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Crissy Stile served the citizens of Mount Dora as City Councilmember At-large from November 6, 2018 through November 3, 2020, and as Mayor from November

2, 2021 through November 5, 2024; and

**WHEREAS**, as a longtime resident and small business owner, Crissy Stile served the City of Mount Dora with unparalleled passion, embracing her role as both a leader and a neighbor, always prioritizing the well-being and progress of the community she holds dear; and

**WHEREAS**, Crissy's journey from bookstore owner to public servant reflects her dedication to the values of knowledge, literacy, and education, as she continues to inspire others through her love of books and her belief in the power of learning to transform lives; and

**WHEREAS**, as Mayor, Crissy Stile has been a staunch advocate for open communication and transparency, frequently engaging with residents through meetings, community events, and one-on-one conversations to ensure every voice is heard; and

**WHEREAS**, Crissy's leadership extends far beyond policy, as she is a visible and active participant in Mount Dora's cherished events, from the bustling Mount Dora Arts Festival to the magical Christmas Lights displays, always promoting the city's cultural richness and vibrant traditions; and

**WHEREAS**, Crissy's vision for Mount Dora balances a respect for the city's historic charm with a commitment to responsible growth, ensuring that the qualities that make Mount Dora unique are preserved while planning for a prosperous future; and

**WHEREAS**, her tireless work in championing small businesses and her own experience as a business owner have positioned her as a vital supporter of Mount Dora's local economy, creating opportunities for innovation and entrepreneurship; and

**WHEREAS**, Mayor Crissy Stile is known not only for her leadership but also for her warmth, kindness, and unwavering belief in the power of community, fostering an atmosphere of inclusivity, trust, and cooperation among residents; and

**WHEREAS**, through her dedicated efforts and commitment, Mayor Stile's independent recycling initiative collected more than 12,000 pounds of metal cans, cardboard and paper for recycling that resulted in a nearly \$3,000 donation to the Lake Cares Food Pantry.

**WHEREAS**, under her stewardship, the City of Mount Dora continues to thrive as a shining example of civic pride, cultural enrichment, and collective progress;

**NOW THEREFORE**, I, James L. Homich, Mayor of the City of Mount Dora, on behalf of the City Council of the City of Mount Dora, do hereby issue Resolution No. 2025-04, expressing a deep appreciation for the dedicated service and contributions Ms. Stile has made through her service on the City Council. On behalf of the citizens of Mount Dora,

I hereby extend heartfelt gratitude and best wishes for continued success and happiness in the future.

Mayor Stile was present to receive the resolution.

2. Proclamation Recognizing Florida Arbor Day  
Mayor Homich read the proclamation into the record.
3. Proclamation Recognizing Dr. Martin Luther King, Jr. Day  
Mayor Homich read the proclamation into the record.

### **PUBLIC COMMENT**

Mayor Homich opened public comment,

Nan Cobb, State Representative for District 26, told those present that someone from her office would attend a Council meeting each month. She introduced her staff.

Michel Middleton, 112 East Fifth Avenue, spoke about the Rotary food drive.

Lynn O' Connor, 1605 Crestview Drive, spoke about a speed-related sign that had been posted in her neighborhood.

Mike Caldwell, 1620 Crestview Drive, spoke about the sign on their street.

Michael Price, 1625 Crestview Drive, spoke about the petition that may have led to the sign.

Councilmember Dawson spoke about the issue and the reason for the measures that had been taken. City staff told those present they would further research the matter.

Mayor Homich closed public comment.

### **APPROVAL OF AGENDA**

1. Approval of Agenda  
***MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE AGENDA;  
COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION PASSED  
WITH A UNANIMOUS VOICE VOTE.***
2. City Clerk Summary of Randomized Voting Options  
The City Clerk described several methods for randomized voting at City Council meetings. Council favored the use of the randomizer app to create random voting patterns at future meetings.

***MOTION BY COUNCILMEMBER DAWSON TO ADOPT RANDOMIZED VOTING; COUNCILMEMBER CRAIL SECONDED THE MOTION.***

Mayor Homich opened public comment. An unidentified member of the public spoke from their seat. Mayor Homich closed public comment.

***MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

**BOARD APPOINTMENTS**

1. Advisory Board and Committee Appointments and Reappointments

***MOTION BY COUNCILMEMBER DAWSON TO APPOINT JUAN CARLOS DIAZ TO THE HISTORIC PRESERVATION BOARD, AND TO APPOINT PATRICK MURRAY TO THE PARKS AND RECREATION ADVISORY BOARD, AND TO APPOINT JUAN PEREZ TO THE NORTHEAST CRA ADVISORY BOARD, AND TO APPOINT MARCIA FORD TO THE LIBRARY ADVISORY BOARD, AND TO APPOINT JANET SLIVKA TO THE PUBLIC ARTS COMMISSION; COUNCILMEMBER ROLFSON SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

***MOTION BY COUNCILMEMBER BRYANT TO APPOINT DANIEL WICK TO THE HISTORIC PRESERVATION BOARD; COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

**DISCUSSION ITEMS**

1. In Absentia Proposed Policy Definition (Discussion)

Mr. Brackins provided background information on the topic, relating statutes and definitions relevant to the topic. Council discussed drafting a policy to clarify the City's stance on voting in absentia. They discussed the conflict between the requirement to vote when participating in a meeting, and being forced to abstain from voting if attending by electronic communication technology. Councilmembers asked about a provision for council being unable to meet physically. Mr. Brackins said a quorum must be present physically in order for the quorum requirement to be satisfied. Mr. Brackins said he would bring back an ordinance to change the code and give the public the opportunity to comment on it twice.

Council and Mr. Brackins spoke about the portion of the charter allowing Council to act in the event they find the allowance being abused.

2. Strategic Plan Update

Mr. Sandersfeld suggested options for ways to proceed with an update of the City's Strategic Plan. Council discussed ways to pace the process and whether a facilitator is necessary. They discussed whether a workshop or a series of agenda items over several regular meetings would be most productive.

Council would select dates to hold a workshop to begin the update process.

### **PRIORITY PROJECT UPDATES**

#### **1. Donnelly Street Boardwalk Replacement**

Public Works Director George Marek provided an update on the construction of the temporary sidewalk along Donnelly Street. The contractor will begin controlling traffic on Thursday morning of this week. The City is still waiting for the grant award status from the Federal Emergency Management Agency (FEMA.)

Mayor Homich spoke of concerns about the Limit and 441 traffic light. Mr. Marek told Council the City will work on that.

The City does not have the contractor bid yet. Competitive bidding will reveal the true cost.

#### **2. Odor Issues**

Utility Director Andrew Marsian spoke about the draft of the 4th quarter report from Kimley-Horn (KMH) regarding the odor study. The report suggests outside sources should be investigated. Waste Water Treatment Plant 2 (WWTP2) is not the source of the hydrogen sulfide odor. The City is seeking a resource that would be able to determine where the odor is coming from. Additional data supports the finding that the source is not the City facility. Numbers show the City's processes are working. The City will continue working to identify the source of the offending odors.

Mayor Homich opened public comment.

Mandy Richardson, 30313 Gidran Terrace, thanked Council for what they've done so far.

Vicki Hillier, Summerbrooke, spoke about the odor.

Kitty Breed, Tangerine, questions the transparency of the odor study.

Steve Hilliard, Summerbrooke, spoke about the odor.

Mr. Sandersfeld told Mr. Hilliard that the City will use Halff Engineering to assist with determining the source of the odor. The initial purpose of the Kimley-Horn report was to address the Florida Department of Environmental Protection (FDEP) concerns related to the consent order. The KMH reports show the City's plant is functioning as it should.

Councilmember Walker asked if Kimley-Horn was supposed to determine the source of the odor. Mr. Brackins responded, reviewing the chain of events through which the City hired Kimley-Horn and their purpose for the City. The consent order did not require the City to find the source of the odor.

Council discussed the responsibility of nearby parties also affected by the odor to contribute to funding identification and improvement efforts.

Halfp was not one of the consultant services at the time Kimley-Horn was chosen. FDEP wouldn't delay the consent order to let the City go out to bid.

The landfill's consent order was discussed.

Mayor Homich spoke about his interpretation of the draft report.

Ms. Sokali, Seasons at Wekiva, spoke about the timeline.

Councilmember Crail suggested the City needs partners in working through this issue, and that the citizens of Mount Dora should not be the only ones paying to address this problem. The City should seek financial support. The City has begun doing this.

Mayor Homich closed public comment.

Mayor Homich adjourned for a break at 7:29 p.m.

Mayor Homich called the meeting back to order at 7:44 p.m.

#### **APPROVAL OF CONSENT AGENDA**

1. Request Issuance of a Purchase Order to Upgrade the City's Current Enterprise Resource Planning (ERP) Software to the Latest Cloud-based Solution. Associated Agenda Documents and Attachments are Confidential and Exempt Under Florida Statute 119.0725(b) and/or (d).
2. Request Approval of Task Authorization with Cathcart Construction Company - Florida, LLC for Construction of Paving and Drainage Improvements at E. 9th Avenue and Forres Park
3. Request Approval of Professional Grounds and Landscaping Services Agreements with Dora Landscaping, LLC and Yardnique, Inc.
4. Request Approval of Operational Assistance and Voluntary Cooperation Mutual Aid Agreement Between the Orange County Sheriff's Office and the City of Mount Dora and the Mount Dora Police Department
5. Request Approval of Memorandum of Understanding (MOU) for the Mid-Florida SWAT Team Task Force
6. Request Ratification of the Tenth Extension of Resolution 2024-40, Local State of Emergency Related to Hurricane Milton
7. Approval of Piggyback Agreement with Atlantic Pipe Services LLC, Hinterland Group Inc., and Vortex Services LLC for Storm Pipe Inspections, Cleaning and Repairs



8. Approval of City Council Meeting Minutes

***MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE CONSENT AGENDA;***

***COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED BY A UNANIMOUS VOICE VOTE.***

**ACTION ITEMS**

1. Request Approval of the Agreement Between Forvis Mazars, LLP and the City of Mount Dora for Annual Audit Services

Mr. Sandersfeld explained the purpose of the item. On November 1, 2024, Forvis Mazars, LLP acquired certain assets of MSL, P.A. and a number of the MSL team members joined Forvis Mazars, LLP. Due to the acquisition, a new agreement between the City of Mount Dora and Forvis Mazars, LLP for audit services is needed. The fees of the original contract remain the same and the same audit team will be working with the City. Staff recommends approval.

Mr. Homich asked whether the City shopped prices. The City was still under contract with this entity, even under the acquisition.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

***MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE AGREEMENT BETWEEN FORVIS, MAZARS, LLP AND THE CITY OF MOUNT DORA FOR ANNUAL AUDIT SERVICES; COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A 6-0 ROLL CALL VOTE.***

***YES***      ***Rolfson***  
              ***Dawson***  
              ***Crail***  
              ***Walker***  
              ***Bryant***  
              ***Homich***

***NO***            ***None***

**PUBLIC HEARINGS - RESOLUTIONS/ORDINANCES**

1. Request adoption of **Resolution No. 2025-01**, Federal RAISE Grant Application for the Wekiva Trail Extension

Mr. Brackins read Resolution No. 2025-01 by title only.

RESOLUTION NO. 2025-01

A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE 2025 REBUILDING AMERICA INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT FOR THE WEKIVA TRAIL EXTENSION PROJECT (SEGMENT 1 AND SEGMENT 5); PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR COMMITMENT TO SHARE IN FEES AND EXPENSES; 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.

Economic Development Director Misty Sommer spoke to Council about the grant opportunity. The application is for a \$25 million for the Wekiva Trail Extension (Segments 1 and 5). Similar applications were submitted in 2020, 2021, and 2022 for this project under the same program, though they were not included among the final approved grant recipients. Council spoke about lobbyist involvement in the past and at this time. Ms. Sommer spoke about the project sparking redevelopment.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

***MOTION BY COUNCILMEMBER BRYANT TO ADOPT RESOLUTION NO. 2025-01, FEDERAL RAISE GRANT APPLICATION FOR THE WEKIVA TRAIL EXTENSION; COUNCILMEMBER ROLFSON SECONDED THE MOTION. MOTION PASSED WITH A 6-0 ROLL CALL VOTE.***

***Yes Bryant  
Rolfson  
Dawson  
Crail  
Walker  
Homich***

***No None***

2. Request Adoption of **Resolution No. 2025-02**, Approving the Master Fee Schedule

Mr. Brackins read Resolution No. 2025-02 by title only.

RESOLUTION NO. 2025-02

A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE MASTER FEE SCHEDULE FOR THE CITY; PROVIDING FOR LEGISLATIVE FINDINGS

AND INTENT; PROVIDING FOR REPEAL OF PRIOR FEE RESOLUTION; PROVIDING FOR APPROVAL OF MASTER FEE SCHEDULE; PROVIDING 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.

Budget Officer Matt Dodson spoke to Council about changes in this fee schedule in comparison to the previous schedule.

Mayor Homich asked whether the changes are included in the approved budget. They were. He spoke of his concerns on government spending. Council discussed the effects of inflation. They reminded those present the millage rate does not fund enterprise funds. The City previously found itself near bankruptcy because it did not raise water utility rates for a number of years. Council spoke about their avid concern for responsible spending and budgeting while working on each year's budget.

Mr. Sandersfeld and Mr. Walker spoke about the fairness of meter testing and customer charges and reimbursements.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

#### **CITY MANAGER'S REPORT**

Mr. Sandersfeld directed attention to a report attached to the agenda (attached to these minutes as Exhibit A) and requested permission to be absent from the January 21, 2025 meeting. Council had no issue with his absence.

#### **CITY ATTORNEY'S REPORT**

No report.

#### **COMMUNICATIONS AND REPORTS**

Councilmember Rolfson directed attention to the Florida League of Cities legislative flyer.

Mayor Homich reminded those present about the upcoming Parking Workshop. He thanked the Police and Parks and Recreation Departments for the New Year's Eve event.

#### **ADJOURNMENT**

***MOTION BY COUNCILMEMBER WALKER TO ADJOURN; COUNCILMEMBER CRAIL SECONDED THE MOTION.***

There being no further business for discussion, the meeting adjourned at approximately 8:12 p.m.

DRAFT



**CITY OF MOUNT DORA, FLORIDA  
NORTHEAST CRA BOARD  
MEETING MINUTES  
January 21, 2025. 6:00 p.m.  
Mount Dora City Hall  
510 North Baker Street, Mount Dora, Florida 32757**

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**CALL TO ORDER**

Having been duly advertised as required by law, at 6:00 p.m., Chairperson Homich called to order the Northeast CRA Board meeting in the Mount Dora City Hall Council Chamber.

**MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

A moment of silence and Pledge of Allegiance were led by Chairperson Homich.

**ROLL CALL**

**Members Present**

James Homich, Chairperson  
John Cataldo, Vice-chair  
Cal Rolfson, District 2  
Dennis Dawson, District 3  
Nate Walker, District 5  
Doug Bryant, At-large

**Also Present**

Steve Langley, Assistant City Manager  
Patrick Brackins, City Attorney  
Jeanann Hand, City Clerk

**Not Present**

Marc Crail, District 4

**PUBLIC COMMENT**

Chairperson Homich opened public comment. No one spoke. Chairperson Homich closed public comment.

**ACTION ITEM**

1. Request Adoption of Resolution No. 2025-06, Authorizing Interlocal Agreement Between the City of Mount Dora and the Northeast Community Redevelopment Agency (CRA) for Line of Credit

Mr. Brackins read Resolution 2025-06 by title only.

**RESOLUTION NO. 2025-06**

**RESOLUTION OF THE NORTHEAST COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF MOUNT DORA, FLORIDA APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION OF AN INTERLOCAL AGREEMENT WITH THE CITY OF MOUNT DORA, FLORIDA; PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE**

CRA Administrator Adam Sumner spoke to the Board about the item, which proposes that the City issue a \$16,000,000 line of credit to fund the Northeast Community Resource & Recreation

Center. This interlocal agreement is in conjunction with the line of credit and secures payment of the debt obligation from the Northeast CRA's Tax Increment Funding (TIF) revenues. A rate percentage will be stated on Thursday when the final documents are signed. A rate range is provided in the agenda packet.

Staff recommended approval. Bond counsel was present to answer any questions.

Chairperson Homich opened public comment. No one spoke. Chairperson Homich closed public comment.

***MOTION BY MR. WALKER TO ADOPT RESOLUTION NO. 2025-06, AUTHORIZING INTERLOCAL AGREEMENT BETWEEN THE CITY OF MOUNT DORA AND THE NORTHEAST CRA FOR LINE OF CREDIT; MR. ROLFSON SECONDED THE MOTION. MOTION PASSED WITH A 6-0 ROLL CALL VOTE.***

***YES   Cataldo  
         Homich  
         Rolfson  
         Walker  
         Bryant  
         Dawson***

***NO   None***

***MOTION BY MR. ROLFSON TO ADJOURN; MR. WALKER SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

### **ADJOURNMENT**

There being no further business for discussion, Chairperson Homich adjourned the meeting at 6:05 p.m.



**CITY OF MOUNT DORA, FLORIDA  
CITY COUNCIL REGULAR SESSION  
MEETING MINUTES**

**January 21, 2025. 6:05 p.m.**

**Mount Dora City Hall**

**510 North Baker Street, Mount Dora, Florida 32757**

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**CALL TO ORDER**

Having been duly advertised as required by law, at 6:05 p.m., Mayor James L. Homich called to order the January 21, 2025 Regular Session of the Mount Dora City Council in the City Hall Council Chamber.

**ROLL CALL**

**Members Present**

James L. Homich, Mayor  
John Cataldo, Vice-mayor  
Cal Rolfson, District 2  
Dennis Dawson, District 3  
Nate Walker, District 5  
Doug Bryant, At-large

**Also Present**

Steve Langley, Assistant City Manager  
Patrick Brackins, City Attorney  
Jeanann Hand, City Clerk

**Members Not Present**

Marc Crail, District 4

**PRESENTATIONS**

**1. Economic Development and Redevelopment Presentation**

Ryan Culp of Retail Strategies, a consulting firm specializing in community development and revitalization, attended via Zoom and provided a presentation on action plans and methods for redevelopment. Council spoke with Mr. Culp about his presentation and his familiarity with the areas of interest in Mount Dora, mentioning especially the Golden Triangle, Grandview and Highland districts.

**PUBLIC COMMENT**

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

**APPROVAL OF AGENDA**

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

**APPROVAL OF CONSENT AGENDA**

**1. Request Approval of Meeting Minutes**



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

**ACTION ITEMS**

1. Request Approval of Interlocal Agreement Between the City of Mount Dora and the Northeast CRA for Line of Credit

CRA Administrator Adam Sumner explained that this is the companion item for the interlocal agreement that was just approved at the Northeast CRA Board meeting. The City is issuing a \$16,000,000 line of credit to fund the Northeast Community Resource & Recreation Center. The agreement is in conjunction with the line of credit and secures payment of the debt obligation from the Northeast CRA's TIF revenues. Staff recommended approval of the item

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

***MOTION BY COUNCILMEMBER WALKER TO APPROVE THE INTERLOCAL AGREEMENT BETWEEN THE CITY OF MOUNT DORA AND THE NORTHEAST CRA FOR LINE OF CREDIT; MAYOR HOMICH SECONDED THE MOTION. MOTION PASSED WITH A 6-0 ROLL CALL VOTE.***

***YES Walker  
Homich  
Rolfson  
Bryant  
Dawson  
Cataldo***

***NO None***

2. Witherspoon Lodge

Mr. Sumner provided an update on the status of this item and recent discussions from the Northeast CRA Advisory Committee. Staff, Council, and the Northeast CRA Committee recognize the need for action. The building is of historic significance and is deteriorating rapidly. The City made efforts over the years to clarify custody so that reparative action could be explored, but each time, the forward course was unclear. The Masonic Lodge that formerly used the building did not sign over the assets of the lodge to the parent lodge, which is the Most Worshipful Grand Lodge of Jacksonville.

That Jacksonville lodge is trying to find ownership and help the City move toward maintaining the building for historic purposes, and putting it back in service to the community. The Northeast advisory committee is in favor of this course of action.

Staff requested a consensus among Council to proceed with the legal work to move toward saving the building.

Council spoke with Mr. Brackins about possibilities for moving forward. They discussed the building's historic significance.

Council agreed that the City Attorneys should proceed to explore the best way to accomplish the preservation of the building and later present a proposal to Council.

Mayor Homich opened public comment.

Ozell Ward, 341 Alexander Street, spoke about the significance of the building to the Northeast community. He thanked the mayor for putting it on the agenda.

Mayor Homich closed public comment.

#### **PUBLIC HEARINGS-RESOLUTIONS/ORDINANCES**

1. Request Adoption of Resolution No. 2025-03, Approving a \$16,000,000 Line of Credit for Construction of Northeast CRA Community Recreation Center

Mr. Brackins read Resolution 202503 by title only.

#### **RESOLUTION NO. 2025-03**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT DORA, FLORIDA, AUTHORIZING A NONREVOLVING DRAW-DOWN LOAN FROM REGIONS CAPITAL ADVANTAGE, INC. IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$16,000,000 FOR THE PURPOSE OF PROVIDING FINANCING FOR A COMMUNITY RESOURCE AND RECREATION CENTER TO BE LOCATED IN THE NORTHEAST COMMUNITY REDEVELOPMENT AREA AS DESCRIBED HEREIN; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF A LOAN AGREEMENT WITH THE LENDER AND AN INTERLOCAL AGREEMENT BETWEEN THE CITY AND THE NORTHEAST COMMUNITY REDEVELOPMENT AGENCY; AUTHORIZING THE EXECUTION AND DELIVERY OF A CITY OF MOUNT DORA, FLORIDA REDEVELOPMENT REVENUE NOTE, SERIES 2025 TO EVIDENCE THE CITY'S OBLIGATIONS UNDER THE LOAN AGREEMENT, SUCH NOTE TO BE A LIMITED OBLIGATION OF THE CITY, PAYABLE SOLELY FROM AND SECURED BY THE PLEDGED REVENUES IN THE MANNER AND TO THE EXTENT PROVIDED HEREIN AND IN THE LOAN AGREEMENT; PROVIDING FOR THE RIGHTS AND SECURITIES OF THE OWNER OF THE NOTE; MAKING CERTAIN OTHER COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. Langley and Mr. Sumner explained this resolution would authorize a line of credit for the construction of the Northeast Community Redevelopment Agency (Northeast CRA) Community Recreation Center. Bond counsel Joel Tindall from Hilltop Securities was present to answer questions. Staff recommended approval.

Council expressed appreciation for this project moving forward after many years of preparation.

Mr. Tindal explained the benefit of drawdown financing for this project.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

The portions of the related documents that Councilmembers would be required to sign that night if the resolution were adopted were read aloud by the Clerk.

***MOTION BY COUNCILMEMBER ROLFSON TO ADOPT RESOLUTION NO. 2025-03; COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION PASSED WITH A 6-0 ROLL CALL VOTE.***

***YES***    ***Rolfson***  
          ***Walker***  
          ***Bryant***  
          ***Cataldo***  
          ***Dawson***  
          ***Homich***

***NO***     ***None***

2. Request Adoption of **Resolution No. 2025-05**, Authorizing the First Amendment to the 2018 Capital Improvement Revenue Note Series 2018 Agreement

Mr. Brackins read Resolution 2025-05 by title only.

**RESOLUTION NO. 2025-05**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT DORA, FLORIDA, AUTHORIZING AN AMENDMENT TO A LOAN AGREEMENT RELATING TO THE CITY'S CAPITAL IMPROVEMENT REVENUE NOTE, SERIES 2018; AUTHORIZING THE EXECUTION AND DELIVERY OF ALL OTHER RELATED INSTRUMENTS; PROVIDING FOR OTHER MISCELLANEOUS MATTERS IN CONNECTION WITH THE FOREGOING; AND PROVIDING AN EFFECTIVE DATE.**

Misty Taylor from Bryant Miller Olive explained the purpose of the resolution. On August 28, 2018, Council approved Resolution 2018-137 approving the purchase of the City's not to exceed \$4,000,000 Capital Improvement Revenue Note with CenterState Bank. CenterState Bank merged

with South State Bank and effective the first quarter of 2021 the name was changed to South State Bank. This amendment to the loan agreement is to have the anti-dilution test related to the 2018 Capital Improvement note match the anti-dilution test pertaining to the 2018 Capital Improvement Revenue publicly offered bonds.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

***MOTION BY COUNCILMEMBER ROLFSON TO ADOPT RESOLUTION NO. 2025-05; COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A 6-0 ROLL CALL VOTE.***

***YES    Rolfson  
         Dawson  
         Bryant  
         Walker  
         Homich  
         Cataldo  
NO    None***

3. Request Approval of First Reading of **Ordinance No. 2025-01**, Amendment to Chapter 42, Traffic and Vehicles of the Mount Dora Code of Ordinances for School Zone Child Safety Initiative

Mr. Brackins read Ordinance No. 2025-01 by title only.

**ORDINANCE 2025-01**

AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, AMENDING THE CITY CODE BY ESTABLISHING THE “SCHOOL ZONE CHILD SAFETY INITIATIVE”; CREATING CHAPTER 42, ARTICLE I, SECTION 42-4; PROVIDING THE AUTHORIZATION TO USE SPEED DETECTION SYSTEMS WITHIN THE CITY; PROVIDING FOR PROGRAM IMPLEMENTATION REQUIREMENTS; PROVIDING FOR DESIGNATION OF SCHOOL ZONES; PROVIDING FOR ENFORCEMENT PROCEDURES; PROVIDING FOR COLLECTION OF EVIDENCE, PUBLIC RECORDS, AND RETENTION REQUIREMENTS; PROVIDING FOR ANNUAL REPORTING REQUIREMENTS; PROVIDING FOR THE REMITTANCE OF COLLECTED FINES AND COSTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

Police Chief Michael Gibson spoke about the item. He stressed the benefits of adoption, which include the safety of students as they travel to and from school. If the first reading of the ordinance is approved at this meeting, an agreement with the company providing the cameras would be presented for approval at the same meeting at which the second reading would take place.

Any cost to implement the program was already approved in the FY 24-25 budget.

Police Chief Michael Gibson introduced Officer Elizabeth Krueger, who spoke further about the program. The school zones chosen for the program were determined by a study conducted by statute that determined whether each school met the criteria for the program. Private schools have not yet been studied. The cameras will penalize drivers whose speed exceeds 10 miles over the school zone limit. Individual officers may still cite drivers speeding less than 11 miles over the limit. The department estimates the program will take 90 days to implement after adoption. There may be a warning period before citations are issued. It will be publicized. The breakdown of citation fines was presented so that Council could see how the funds would be distributed. Each violation issued by the program will carry a \$100 fine. The City will receive \$60 of that fine.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

***MOTION BY COUNCILMEMBER WALKER TO APPROVE THE FIRST READING OF ORDINANCE NO. 2025-01, AMENDMENT TO CHAPTER 42, TRAFFIC AND VEHICLES OF THE MOUNT DORA CODE OF ORDINANCES FOR SCHOOL ZONE CHILD SAFETY INITIATIVE; COUNCILMEMBER ROLFSON SECONDED THE MOTION. MOTION PASSED WITH A 6-0 ROLL CALL VOTE.***

**YES**    *Walker*  
           *Rolfson*  
           *Cataldo*  
           *Dawson*  
           *Homich*  
           *Bryant*  
**NO**     *None*

### **PRIORITY PROJECT UPDATES**

#### **1. Donnelly Street Boardwalk Replacement**

Public Works Director George Marek provided an update on the project. Work will most likely be accomplished the following week. The City has not received a response regarding the FEMA grant. The path of the sidewalk and a guard rail were discussed. The schedule goal is finding the least impactful time for traffic and trying to avoid congestion in relationship to Highway 441. Road closures and changing traffic patterns will be communicated to the public.

#### **2. Odor Issue**

Wastewater Utilities Director Andrew Marsian provided updates on the topic. The City would be meeting with Kimley-Horn the following day. The City is also exploring options for identifying the odor source. The City has been proactive in addressing any possible problems related to the

consent order, so not much will be required of the City by the FDEP once the consent order process is concluded.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

#### **CITY MANAGER'S REPORT**

No report.

#### **CITY ATTORNEY'S REPORT**

No report.

#### **COMMUNICATIONS AND REPORTS**

Councilmember Walker reiterated his support for Mr. Sumner's Northeast CRA projects and thanked staff.

Councilmember Rolfson mentioned Lake County's discussion regarding a county charter. He mentioned a recently-enacted state law about allowing buffer space for first responders. He reported on the success of Ben Solomon's merit badge project, and thanked Mr. Langley.

Councilmember Dawson announced his service on the Lake County Regional Planning Board, and reminded Council about Legislative Action Days.

Vice-mayor Cataldo spoke about the 4-way stop on 7th Avenue and Donnelly.

Mayor Homich announced he might add Parking to the Priority Project Updates.

#### **ADJOURNMENT**

***MOTION BY COUNCILMEMBER ROLFSON TO ADJOURN; VICE-MAYOR CATALDO SECONDED THE MOTION.***

There being no further business for discussion, the meeting adjourned at approximately 8:05 p.m.



**CITY OF MOUNT DORA, FLORIDA  
CITY COUNCIL REGULAR SESSION  
MEETING MINUTES**

**February 4, 2025. 6:00 p.m.**

**Mount Dora City Hall**

**510 North Baker Street, Mount Dora, Florida 32757**

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**CALL TO ORDER**

Having been duly advertised as required by law, at 6:00 p.m., Mayor James L. Homich called to order the February 4, 2025 Regular Session of City Council in the City Hall Council Chamber.

**MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE**

Mayor Homich led a Moment of Silence and the Pledge of Allegiance.

**ROLL CALL**

**Members Present**

James L. Homich, Mayor  
John Cataldo, Vice-mayor  
Cal Rolfson, District 2  
Dennis Dawson, District 3  
Marc Crail, District 4  
Nate Walker, District 5  
Doug Bryant, At-large

**Also Present**

Vince Sandersfeld, City Manager  
Patrick Brackins, City Attorney  
Jeanann Hand, City Clerk

**PRESENTATIONS**

**1. Project (Construction and Others) Updates**

Economic Development and Public Information Director Misty Sommer presented an update to Council that included the library, the Building Division expansion, the 4<sup>th</sup> Avenue docks restoration, information kiosk updates, the Fire Station 34 renovations, Police Department vehicle, barrier, weapon, and signboard messaging updates, CRA, Parks and Recreation, Electric Utility, Public Works, Water and Wastewater Utility improvements. The presentation also listed accomplishments across all departments.

**2. Proclamation Recognizing Black History Month**

Mayor Homich read the proclamation into the record. It was noted that Communications Coordinator Brittany Haller revised the proclamation into its presented version, greatly improving the original draft. Related special events in the City were mentioned.

**PUBLIC COMMENT**

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

**APPROVAL OF AGENDA**

***MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE AGENDA WITH CONSENT AGENDA ITEM 5, APPROVAL OF MEETING MINUTES, MOVED TO A DISCUSSION ITEM; COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

**CONSENT AGENDA**

1. Request Authorization to Accept the Edward Byrne Memorial Justice Assistance Grant (JAG) for the Procurement of Less Lethal Shotguns for Law Enforcement Officers
2. Request Approval of Mutual Aid Agreement Between the Lake County Sheriff's Office and the City of Mount Dora
3. Approval of Change Order No. 1 to Purchase Order 25-01407 for Cathcart Construction Company Florida, LLC for Changes to the Original Scope of Work for the Temporary Sidewalk on North Donnelly Street
4. Request Approval of Task Authorization with Bellmore Enterprises Inc. for Underground Electrical Conduit Installation in The Yardley at Mount Dora Groves South
5. ~~Request Approval of Meeting Minutes: January 13, 2025 Parking Workshop~~  
***\*Moved to Action Item One***

**DISCUSSION ITEM**

1. Request Approval of Meeting Minutes: January 13, 2025 Parking Workshop  
***\* Moved from Consent Agenda Item Five***

Councilmember Bryant requested the minutes be corrected to add three points discussed at the workshop that were not noted in the minutes:

1. the adjustment of hours on No Parking signs.
2. more attention to enforcement of parking restrictions
3. expansion of the City's shuttle service to serve areas outside of the CRA

It was decided the Clerk would make those corrections and present the revised minutes for approval at an upcoming meeting.

**PUBLIC HEARINGS - RESOLUTIONS/ORDINANCES**

1. Request Approval of Final Reading and Adoption of **Ordinance No. 2025-01**, Amendment to Chapter 42, Traffic and Vehicles of the Mount Dora Code of Ordinances for School Zone Child Safety Initiative

Mr. Brackins read Ordinance No. 2025-01 by title only.

**ORDINANCE 2025-01**

AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, AMENDING THE CITY CODE BY ESTABLISHING THE "SCHOOL ZONE CHILD SAFETY INITIATIVE"; CREATING CHAPTER 42, ARTICLE I, SECTION 42-4; PROVIDING THE AUTHORIZATION TO USE SPEED DETECTION SYSTEMS WITHIN THE CITY; PROVIDING FOR PROGRAM



IMPLEMENTATION REQUIREMENTS; PROVIDING FOR DESIGNATION OF SCHOOL ZONES; PROVIDING FOR ENFORCEMENT PROCEDURES; PROVIDING FOR COLLECTION OF EVIDENCE, PUBLIC RECORDS, AND RETENTION REQUIREMENTS; PROVIDING FOR ANNUAL REPORTING REQUIREMENTS; PROVIDING FOR THE REMITTANCE OF COLLECTED FINES AND COSTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

Mr. Sandersfeld summarized the purpose of the ordinance and the required steps that have been taken to properly notice the public and prepare for the implementation of the program. Police Department records clerks would process the citations. The cameras functioning for this program will function during school zone hours. During times that are not designated school speed zones, the speed limits will revert to the normal speed posted for the area.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

***MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE SECOND READING AND ADOPTION OF ORDINANCE NO. 2025-01, AMENDMENT TO CHAPTER 42, TRAFFIC AND VEHICLES OF THE MOUNT DORA CODE OF ORDINANCES FOR SCHOOL ZONE CHILD SAFETY INITIATIVE; COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.***

***YES    Rolfson  
Walker  
Dawson  
Crail  
Homich  
Cataldo  
Bryant  
NO    None***

## 2. Request Approval of Piggyback Agreement with Altumint for the School Zone Child Safety Initiative

Mr. Sandersfeld explained this is the initiative implementation contract for the contractor to set up the camera, set up the equipment, set up the software for the School Zone Safety Program. Existing staff will be performing the administrative work. There is no contract cost to the City. Mr. Sandersfeld emphasized the safety benefit.

Sergeant Elizabeth was present to answer questions. She provided the breakdown of citation fines as far as how much each involved party receive: the City receives 38%, the crossing guard receives five percent, the state receives 23%, the district receives 12% and the vendor receives 22%. Mr. Sandersfeld said the PowerPoint provided by Sergeant Krueger would be incorporated into the record. The PowerPoint is attached to the minutes as Exhibit A.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

***MOTION BY COUNCILMEMBER CRAIL TO APPROVE THE PIGGYBACK AGREEMENT WITH ALTUMINT FOR THE SCHOOL ZONE CHILD SAFETY INITIATIVE; COUNCILMEMBER BRYANT SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.***

**YES**    *Crail*  
          *Bryant*  
          *Walker*  
          *Cataldo*  
          *Dawson*  
          *Rolfson*  
          *Homich*  
**NO**     *None*

### **PRIORITY PROJECT UPDATES**

#### **1. Odor Issues**

Wastewater Utility Director Andrew Marsian reported that the 4<sup>th</sup> Quarter Report from Kimley-Horn has been received and sent to Council and released to the public. It will take about 30 days to finalize the draft of the final report. The City will then ensure it has done all it needs to do to remove the FDEP consent order. The City's actions have been exceeded FDEP's requests and recommendations at this time. City staff will be meeting with a consultant who may be contracted to identify the actual source of the problematic odor. Mr. Marsian spoke about an estimated timeline. Council and staff discussed the financial burden placed upon the City to address a condition it did not precipitate. Council and staff discussed the possibility of Lake County assisting with the expense of the odor identification process. An encouraging letter was received from Commissioner Campione. Council discussed requesting assistance from other interested parties. The City has shouldered unwarranted blame and financial exertion.

Mayor Homich opened public comment.

Cheri Pivowar, Sullivan Ranches, spoke about theories of chemical distribution and dispersion. She spoke about her conversations with Dr. Phil Kane.

The City confirmed sensors remain deployed. Mr. Marsian explained the current use of sensors and the measured results. Mr. Marsian would discuss drop structure with Kimley-Horn.

Dan Demingware, 30325 Lara Court, Sullivan Ranch, recommended the City employ a citizen panel to help design the study.

## **DISCUSSION ITEM**

### **1. Witherspoon Lodge**

Mr. Brackins reviewed the path of this project. His office is in contact with the counsel for the Most Worshipful Union Grand Lodge. The legal state of the land is with a trustee that no longer exists. They discussed the process and the lodge indicated they might be willing to negotiate a voluntary acquisition of the Witherspoon Lodge. They asked the City to engage in an appraisal of the lodge. Mr. Brackins requested Council authorize his office to continue discussions with them about a voluntary acquisition of the property. Mr. Brackins recommended that the City authorize staff to undertake an appraisal and allow Shepard Firm to work with the Grand Lodge to discern the path forward. Council expressed a consensus to proceed with appraisals for the site.

## **CITY MANAGER'S REPORT**

There was an information item providing data from Hurricane Milton emergency purchases. Mr. Sandersfeld proposed adding the Witherspoon Lodge to Priority Project items.

## **CITY ATTORNEY'S REPORT.**

Mr. Brackins updated Council on the status of the AMCO case.

## **COMMUNICATIONS AND REPORTS**

Councilmember Bryant expressed delight about the \$1.3 million grant for the work on Donnelly, and spoke about the pickleball courts ribbon-cutting, and the courts themselves, the ongoing historic plaque dedications, the 4<sup>th</sup> quarter Kimley-Horn report, the tree-watering volunteers and the City's tree programs, the parking workshop and proposed solutions, and City staff.

Councilmember Rolfson provided an update on the county charter issue.

Councilmember Dawson spoke about the security barricades at the Arts Festival.

Councilmember Crail agreed with Mr. Dawson about the well-executed security at the event.

Vice-mayor Cataldo spoke about economic development and fear of stagnation. He requested further information about the change order on the Consent Agenda. Mr. Sandersfeld provided further information about the reasons for the changes.

Mayor Homich commented on the Arbor Day and Arts Festival events.

Mr. Brackins emphasized best practices for avoiding violations or apparent violations of Sunshine Law in relation to attendance at Legislative Action Days.

Council further discussed plans for Legislative Action Days.

**ADJOURNMENT**

***MOTION BY COUNCILMEMBER ROLFSON TO ADJOURN; COUNCILMEMBER DAWSON SECONDED THE MOTION.***

There being no further business for discussion, the meeting adjourned at approximately 7:29 p.m.

DRAFT

*"Committed to excellence and dedicated  
to the citizens, traditions, and diversity of  
our city."*



# School Zone Child Safety Initiative



# Purpose

School zone speed cameras enhance student safety by enforcing speed limits!

Will reduce vehicle crashes, and promote driver awareness around schools.

They prioritize the security of students and faculty, fostering an overall safer school environment.





# School Zone Child Safety Initiative

## Why is the initiative important?

### TRAFFIC STUDY (**DAILY**)

#### Location

#### Average Daily Speed Violations

|                                           |     |
|-------------------------------------------|-----|
| Round Lake Charter School.....            | 450 |
| Triangle Elementary School.....           | 450 |
| Mount Dora Middle School-Lincoln Ave..... | 116 |

Mount Dora High School did not have a significant number of violations for program implementation.



# School Zone Child Safety Initiative

There is a clear need to slow vehicles in our school zones.

Upon approval, the Police Department will begin the process of implementing Mount Dora's School Zone Child Safety Initiative.





# Vendor Selection

The City of Mount Dora and the Mount Dora Police Department have selected Altumint as the speed detection vendor.

Customer service, reliability and being local are huge benefits



# Program Cost

Fines are set by the state.

The city ordinance before you has been created establishing the school zone speed initiative, along with the statutory fine of \$100.

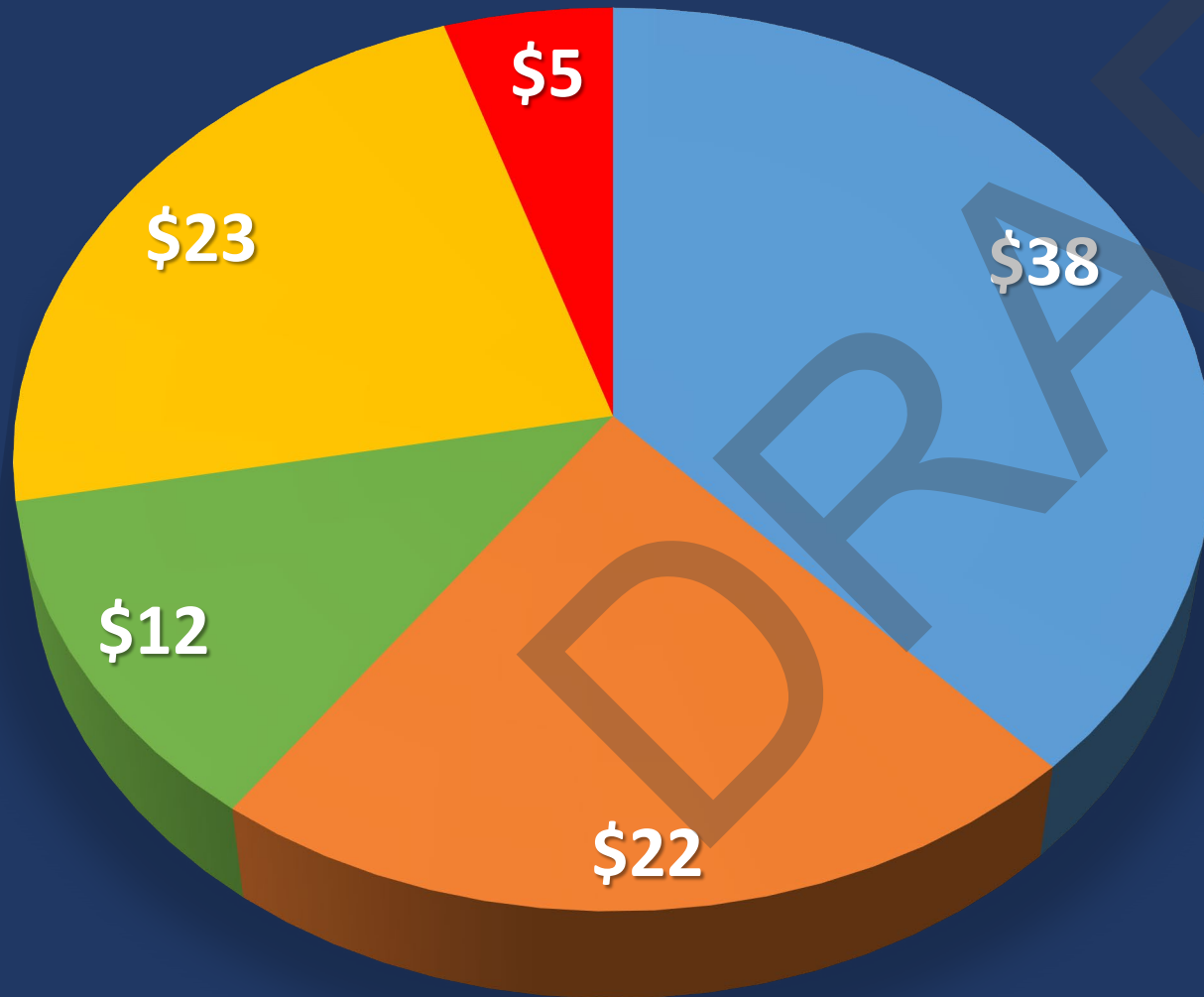
The initiative will be 100% violator funded.

The Police Department's civilian records technicians will be certified to validate the municipal tickets.





# Allocation of Fines



- City of Mount Dora
- Vendor (Altumint)
- School District for Security and Transportation Fund
- State General Revenue and FDLE Training Trust Fund
- Fund School Crossing Guards



# Implementation

There is going to be an extensive social media and public education campaign prior to the programs start.

Notifications will be sent out to all student's parents to inform them of the program.

Warnings will be issued to violators for the first 30 days.





# School Zone Child Safety Initiative

We respectfully request the City Council's final approval of the City Ordinance and the selection of the Altumint as the City's vendor to manage Mount Dora's School Zone Child Safety Initiative



# School Zone Child Safety Initiative

Questions?



**CITY OF MOUNT DORA, FLORIDA  
CITY COUNCIL REGULAR SESSION  
MEETING MINUTES**

**February 18, 2025. 6:00 p.m.**

**Mount Dora City Hall**

**510 North Baker Street, Mount Dora, Florida 32757**

---

**CALL TO ORDER**

Having been duly advertised as required by law, at 6:00 p.m., Mayor James L. Homich called to order the February 18, 2025 Regular Session of the Mount Dora City Council in the City Hall Council Chamber.

**MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

A moment of silence and the Pledge of Allegiance were led by Mayor Homich.

**ROLL CALL**

**Members Present**

James L. Homich, Mayor  
John Cataldo, Vice-mayor  
Cal Rolfson, District 2  
Dennis Dawson, District 3  
Marc Crail, District 5  
Nate Walker, District 5  
Doug Bryant, At-large

**Also Present**

Steven G. Langley, Assistant City Manager  
Patrick Brackins, City Attorney  
Jeanann Hand, City Clerk

**PUBLIC COMMENT**

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

**APPROVAL OF AGENDA**

*Mayor Homich requested Consent Agenda Item Three be moved to Action Items.*

***MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE AGENDA WITH  
CONSENT ITEM THREE MOVED TO ACTION ITEMS; COUNCILMEMBER WALKER  
SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

**CONSENT AGENDA**

1. Request Approval of Piggyback Agreement between the City of Mount Dora and Fire-Dex GW, LLC for Fire Department Personal Protective Equipment Maintenance and Cleaning
2. Request Approval of Settlement Agreement with James B. Meade
3. ~~Request Approval of Task Authorization with Faden Builders, Inc. for the First United Methodist Church Parking Lot Retaining Wall~~

***\*Moved to ACTION ITEM***

4. Request Approval of Meeting Minutes: January 13, 2025 Parking Workshop Draft Minutes Revision

### **BOARD APPOINTMENTS**

1. Lake Community Action Agency

***BY UNANIMOUS VOICE VOTE, COUNCIL REAPPOINTED JEANANN HAND TO SERVE AS THE CITY'S REPRESENTATIVE ON THE BOARD OF THE LAKE COMMUNITY ACTION AGENCY.***

### **ACTION ITEMS**

1. Request Approval of Task Authorization with Faden Builders, Inc. for the First United Methodist Church Parking Lot Retaining Wall

***\*Moved from original position as Consent Agenda Item Three***

CRA Manager Adam Sumner provided background on the item. Per the shared parking agreement with the First United Methodist Church of Mount Dora, the City and the CRA are responsible for maintaining the retaining walls on the parking lot located at 428 East 5th Avenue. The proposed task authorization will allow Faden to remove and replace the retaining wall on the west end of the parking lot. This retaining wall has reached the end of its useful life and requires replacement. This project had been planned for during last year's budget preparation process. The project will be funded out of the CRA, and not the General Fund. The accomplishment of this project is important for the purpose of maintaining the City's parking supply.

Pastor David Averill, Senior Pastor at the church, was present to speak about the church's enthusiasm for the project and their positive relationship with the City. He mentioned hopes for future partnership.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

Council and staff spoke about the cost of the project, which listed the amount of \$194,165.73 in the item memo, but included an attached task authorization naming the price of \$135,436.50. Mr. Sumner stated the amount on the task authorization is the correct amount.

Council and staff discussed the project's worth to the City.

***MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE TASK AUTHORIZATION WITH FADEN BUILDERS, INC. FOR THE FIRST UNITED METHODIST CHURCH PARKING LOT RETAINING WALL; COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

2. Request Approval of Task Authorizations with Faden Builders, Inc. for the Lincoln Avenue Restroom and Parking Lot



Parks and Recreation Director Troy Shonk told Council the improvements to the restroom and parking lot are much needed, and dedicated funding was approved in this fiscal year's budget. Faden is performing this work through their Construction Manager at Risk (CMAR) agreement with the City.

Mayor Homich opened public comment. No one spoke. Mayor Homich closed public comment.

***MOTION BY COUNCILMEMBER BRYANT TO APPROVE THE TASK AUTHORIZATION WITH FADEN BUILDERS, INC., MOVING FORWARD WITH THE CONSTRUCTION OF THE LINCOLN AVENUE RESTROOMS AND PARKING LOT; COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

The parking lot can be completed in approximately 30 days once the contractor begins work. The restroom materials will arrive in 14-16 weeks, but once received, it would be immediately erected and be open to the public approximately six weeks after that. The contractor is able to upgrade the surface of the lot to asphalt while remaining within the budgeted amount. Staff would consider whether an extension of a sidewalk near the disc golf area could be included as part of this project. It is estimated that 16 parking spaces will be in the lot.

3. Request Approval of the CMAR contract with Charles Perry Partners, Inc., for the Construction of the Community Resource and Recreation Center

Mr. Sumner reviewed the history of the City's actions as it worked toward the construction of this facility, including a line of credit for the Northeast CRA approved at the January 21<sup>st</sup> City Council and Northeast CRA Board meetings. This contract is being awarded through the competitive bid process. Staff recommended approval of this contract. The contract allows Charles Perry Partners, Inc. (CPPI), approximately one month to finalize their subcontractors and pricing. Breaking ground will take place soon after.

Council and staff discussed the possibility of partners and/or donors for the center, and ways in which partners might participate.

Mayor Homich opened public comment. No one spoke Mayor Homich closed public comment.

Mayor Homich brought up the naming of the building.

***MOTION BY COUNCILMEMBER WALKER TO APPROVE THE CMAR CONTRACT WITH CHARLES PERRY PARTNERS, INC., FOR THE CONSTRUCTION OF THE COMMUNITY RESOURCE AND RECREATION CENTER; COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

Councilmember Walker commented on the seeds coming to fruition, with plans delayed but not denied.

4. Request Approval of Task Authorizations with Halff, Inc for Odor Complaint Source Identification

Wastewater Utility Director Andrew Marsian spoke to those present about the item. A persistent unpleasant odor has been affecting various areas of the community. Staff reached out to Halff Associates, a consulting firm with expertise in environmental assessment, to provide a proposal aimed at identifying the source of the odor. Halff is working with a more specialized firm to accomplish the task. The proposal is for identifying the source and cause of the odor.

David Hunniford, representing Halff, Inc., explained how the study would work. The timeline for the study and resulting reports, the selection of individuals who would be responsible for evaluating and recording sensory and other gathered data, the possibility of workshops, the relationship of this process to the Kimley-Horn reports, the enforceability of actions on outside parties, the involvement of the Florida Department of Environmental Protection, and the concern about additional expense being passed on to Mount Dora taxpayers were discussed.

Mr. Hunniford explained the study will most likely not involve citizens, but will employ individuals trained for this specialty.

The methods of this study will produce results that will be scientifically acceptable.

Mayor Homich opened public comment.

Karen Muni, 20931 Oldenberg Loop, spoke about the placement of the sensors used in the Kimley-Horn study.

Kitty Breed, 5272 Red Coral Circle, spoke about hydrogen sulfide sources and methods of detection.

Charlie Hollingsworth, 6962 Lake Ola Drive, spoke about the possible workshop and about volunteer opportunities.

Mayor Homich closed public comment.

Council discussed conditionally approving the task authorization, based on the county's agreement to cost share.

***MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE TASK AUTHORIZATION WITH HALFF, INC. FOR ODOR COMPLAINT SOURCE IDENTIFICATION, AUTHORIZING THE MAYOR TO EXECUTE THE TASK AUTHORIZATION SUBJECT TO LAKE COUNTY APPROVING A DRAFT INTERLOCAL AGREEMENT FOR 50/50 COST SHARING; COUNCILMEMBER DAWSON SECONDED THE MOTION.***

The draft interlocal agreement dictates a 50/50 cost-share between the City and Lake County. The county will vote on the agreement on February 25<sup>th</sup>.

***MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

**PRIORITY PROJECT UPDATES**

**1. Odor Issues and Indoor Air Abatement Grant**

Mayor Homich introduced David Reddick, president of Germ Solutions USA, who spoke about his company's equipment, which offers methods of removing odor and odor-causing agents from environments. Two members the public who use his products spoke about their experiences with them.

Mr. Reddick suggested the City could explore grant opportunities for the City to implement this solution as it relates to the current odor issue.

Council acknowledged Mr. Reddick's presentation and thanked him for his contribution to the discussion. They discussed the option of employing his equipment, and agreed that any further action must take place through the City's established policies and procedures.

Mr. Brackins reported on his communication with the FDEP related to the consent order.

Mr. Marsian provided an update on the City's actions related to the consent order. The City continues to monitor its facilities.

Mayor Homich opened public comment.

Cheri Pivowar, 13018 Gidran Terrace, spoke about Kimley-Horn data logging and the new study's methods.

There would be a kickoff workshop with Halff, City staff and stakeholders. Halff provided further information about how the study would be conducted. Mr. Hunniford spoke of the importance of expedience, and about feedback from those impacted by the odor.

**2. Parking Downtown Improvements**

Mr. Sumner reported on communications with Larry Baker of Main Street Leasing, who is amenable to working with the City to allow motorcycle and golf cart parking in the Bank of America parking lot. An agreement is being drafted. Mr. Sumner also spoke about progress regarding the United Methodist Church parking lot. He spoke about upcoming proposed Land Development Code changes that will assist the City with agreeable parking arrangements.

Council and staff discussed vendors for shuttle service outside of the CRA.

In an update about the Witherspoon Lodge, City staff reported to Council on their progress with the selection of appraisers.

City staff spoke about the progress of the Northeast CRA boundary modification.

### **CITY MANAGER'S REPORT**

Mr. Langley directed Council's attention to the purchasing information included in the agenda.

### **CITY ATTORNEY'S REPORT**

No report.

### **COMMUNICATIONS AND REPORTS**

Councilmember Bryant commented favorably on staff performance regarding wastewater treatment and the Scottish Highland Festival.

Councilmember Rolfson concurred, and spoke about the City's work toward the construction of the Northeast Resource and Recreation Center.

Councilmember Dawson thanked Parks staff for meeting regarding improvements at Sylvan Park and mentioned the Lake County League of Cities Central Regional Planning Board and an upcoming event from the Florida League of Cities related to legislation.

Councilmember Crail recognized Public Works Director George Marek and his staff for the completion of the temporary sidewalk on Donnelly, stressing its importance for safety.

Councilmember Walker commented on the function of the sound system at the library, suggesting it be examined for repair needs and on the Northeast CRA Committee's desire to be involved in the City's process of acquisition and operation of the Witherspoon Lodge. He enquired about the possibility of the CRA acquiring the building. He requested an update from Mr. Brackins regarding voting in absentia. Mr. Brackins provided a timeline for the first reading of the proposed ordinance on this topic.

Vice-mayor Cataldo thanked Mr. Marek for the temporary sidewalk. He spoke with Mr. Marek and Police Chief Michael Gibson regarding the City's Traffic Committee and other traffic calming and safety decisions. Vice-mayor Cataldo mentioned traffic speeding down neighborhood shortcuts.

Mayor Homich spoke about the Scottish Festival and announced he would be absent from the March 4<sup>th</sup> meeting.

### **ADJOURNMENT**

There being no further business for discussion, Mayor Homich adjourned the meeting at approximately 7:49 p.m.

DRAFT



**CITY OF MOUNT DORA, FLORIDA  
CITY COUNCIL REGULAR SESSION  
MEETING MINUTES  
March 4, 2025. 6:00 p.m.  
Mount Dora City Hall  
510 North Baker Street, Mount Dora, Florida 32757**

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**CALL TO ORDER**

Having been duly advertised as required by law, at 6:00 p.m., Vice-mayor John Cataldo called to order the March 4, 2025 meeting of the Mount Dora City Council in the City Hall Council Chamber.

**MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**

Vice-mayor Cataldo led a moment of silence and a Pledge of Allegiance to the Flag.

**ROLL CALL**

**Members Present**

John Cataldo, Vice-mayor  
Cal Rolfson, District 1  
Dennis Dawson, District 3  
Marc Crail, District 4  
Nate Walker, District 5  
Doug Bryant, At-large

**Also Present**

Vince Sandersfeld, City Manager  
Patrick Brackins, City Attorney  
Jeanann Hand, City Clerk

**Not Present**

James L. Homich, Mayor

**PRESENTATIONS**

**1. Proclamation Recognizing Women's History Month**

The City Clerk read the proclamation into the record. Marlene Straughan was present to receive a copy of the proclamation.

**PUBLIC COMMENT**

Vice-mayor Cataldo opened public comment. No one spoke. Vice-mayor Cataldo closed public comment.

**APPROVAL OF AGENDA**

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

## **CONSENT AGENDA**

1. Request Approval of Task Authorization with RCM Utilities, LLC, to Supply Materials and Labor for Improvements to the Sanitary Lift Station at Wastewater Treatment Plant #1
2. Request Council Approval of Requisition for the Rehabilitation of the Aqua Guard Self-Cleaning Bar Screen at Wastewater Treatment Plant #2

## **PUBLIC HEARINGS-RESOLUTIONS/ORDINANCES**

1. Request Adoption of **Resolution No. 2025-08**, In Support of the Florida League of Cities 2025 Legislative Platform

Mr. Brackins read Resolution No. 2025-08 by title only.

### **RESOLUTION NO. 2025-08**

A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, URGING MEMBERS OF THE FLORIDA LEGISLATURE TO SUPPORT THE 2025 FLORIDA LEAGUE OF CITIES' LEGISLATIVE PLATFORM; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; AND PROVIDING AN EFFECTIVE DATE.

Mr. Sandersfeld introduced the topic.

Councilmembers spoke in favor of adopting the resolution.

Council and staff discussed upcoming proposed legislation and the effects it may have on the City. They spoke about the importance of the Florida League of Cities (FLC) and the role it has played in protecting Home Rule powers, commenting on Florida's League being the most active in the nation. It was noted several Councilmembers are active participants in the League's legislative committees.

Council discussed several key issues including sovereign immunity, and maximum damage limits and their relation to insurance premiums. They felt adoption of the resolution was important as a show of support for the League's work and decisions regarding proposed legislative decisions.

Elected State officials will receive documentation of each City's resolution of support for the FLC's legislative platform.

Council discussed the potential impacts of the votes on enterprise fund transfers, water resource policies, the Live Local act,

Adopting the resolution is clear statement of the City's priorities and policy positions.

***MOTION BY COUNCILMEMBER ROLFSON TO ADOPT RESOLUTION NO. 2025-08, IN SUPPORT OF THE FLORIDA LEAGUE OF CITIES 2025 LEGISLATIVE PLATFORM***

Council and staff discussed proposed legislation regarding CRAs. Council and staff discussed proposed legislation related to diversity and inclusion policies and the votes of elected officials on items related to diversity and inclusion.

Vice-mayor Cataldo opened public comment. No one spoke. Vice-mayor Cataldo closed public comment.

Council and staff discussed the recreation center financing and how proposed legislation might affect it.

***COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A 6-0 ROLL CALL VOTE.***

***YES    Rolfson  
         Dawson  
         Walker  
         Cataldo  
         Crail  
         Bryant***

***NO    None***

### **PRIORITY PROJECT UPDATES**

#### **1. Odor Issues**

Mr. Sandersfeld delivered updates on the item. On February 25th, the Lake County Board of County Commissioners voted to approve a 50% cost share with the City for the odor study. The City and County attorneys are drafting an interlocal agreement. The agreement will be based on the amount listed in the proposal. Should the cost come to exceed that amount, further discussion will take place.

#### **2. Parking Downtown Improvements**

Mr. Sandersfeld told Council about an update to a parking agreement with Main Street Leasing which Main Street is reviewing. It is a shared parking agreement for golf carts. He spoke about the actions the City is exploring for the accomplishment of the other elements of the parking plan. He was in agreement that signage will be helpful, especially a gateway sign, and the City is studying ways to enhance its gateway signage.

Councilmember Bryant pointed out that the City has an adequate number of spaces, but needs to communicate about how to fill those spaces. He had spoken with Mr. Sandersfeld and CRA Administrator Adam Sumner about opportunities to direct those seeking parking, especially from the gateways.



Mr. Sandersfeld spoke about progress in street lighting along the walkway between Tremain and 5<sup>th</sup> Avenue and the United Methodist Church parking lot, as discussed at the parking workshop. New sidewalks are being put in in that area because the sidewalks were cracked.

Staff had not yet calculated the cost for transitioning Baker Street to a one-way street providing diagonal parking.

### **CITY MANAGERS REPORT**

#### **1. Witherspoon Lodge Status**

Mr. Sandersfeld told Council that the City, according to its Purchasing Policy, is seeking three quotes for appraisals for the property.

Mr. Brackins told Council the first appraiser being considered withdrew because of the challenges of project. City staff is hopeful one of the three appraisers currently being considered will be able to handle the task. If all appraisers feel an appraisal cannot be accomplished, the City will share this information with the other interested party.

Mr. Sandersfeld spoke about 2025 City holiday schedule. The City will present a proposed resolution making the Fridays after 2025 Christmas and 2026 New Year's Day City holidays.

### **CITY ATTORNEY'S REPORT**

Mr. Brackins spoke about the "in absentia" ordinance. The first reading will take place at the March 18<sup>th</sup> meeting.

Mr. Brackins provided an update regarding the Hemingway lawsuit. The judge instructed both plaintiffs, the City, and other defendants to submit reports by February 24<sup>th</sup>. The City complied. Nothing else is known at this time.

### **COMMUNICATIONS AND REPORTS**

Councilmember Rolfson commended staff for their work, spoke about City holidays, and mentioned the FLC continuing education course he would be attending later in the week. He reminded those present about the Library's upcoming Revolutionary War display.

Councilmember Marc Crail spoke about CRA funding and proposed legislation. He congratulated Fire Chief Joseph Hightower on the department's upcoming accreditation.

Councilmember Walker thanked the Fire Department for their smoke alarm campaign in his district.

Councilmember Bryant spoke about library's extraordinary displays and accomplishments.

**ADJOURNMENT**

***MOTION BY COUNCILMEMBER WALKER TO ADJOURN; COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

There being no further business for discussion, the meeting adjourned at approximately 6:46 p.m.

***MOTION BY COUNCILMEMBER ROLFSON TO REOPEN THE MEETING; COUNCILMEMBER WALKER SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

Vice-mayor Cataldo called the meeting back to order at 6:47 p.m.

Vice-mayor Cataldo opened public comment.

Andrea, 205 Bear Court, spoke about odor issues.

Vice-mayor Cataldo closed public comment.

***MOTION BY COUNCILMEMBER WALKER TO ADJOURN; COUNCILMEMBER ROLFSON SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.***

There being no further business for discussion, the meeting adjourned at approximately 6:49 p.m.



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

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**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Approval of Interlocal Agreement with Lake County, City of Mount Dora and Northeast CRA Pertaining to the Tax Increment Revenues for the Northeast Expansion Area 2025

---

**Introduction:**

This is an opportunity to consider approval of an Interlocal Agreement with Lake County, the City, and the Northeast CRA Pertaining to Tax Increment Revenues for the Northeast CRA.

**Discussion:**

On March 18, 2025, the City updated its Northeast CRA Plan which included a boundary expansion to include the property known as Simpson Groves South. Tax Increment Revenues associated with the expansion area will be used to fund projects outlined in the Northeast CRA Plan, including but not limited to: the Community Resource & Recreation Center, affordable housing programs, stormwater improvements, home repair grants, community beautification enhancements, and transit improvements.

Section 163.01, Florida Statutes, known as the “Florida Interlocal Cooperation Act of 1969,” (the “Cooperation Act”) permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities. Section 163.387(3)(b), Florida Statutes, provides that alternate provisions contained in an interlocal agreement between a taxing authority and the governing body that created a community redevelopment agency may supersede the provisions of this section regarding Tax Increment Revenues with respect to that taxing authority.

The terms of this interlocal agreement reduce the Tax Increment Revenues to be paid annually by both the City and Lake County. This would allow both entities to use the funds comprising such reduction for general governmental purposes (as well as ambulance services in the case of Lake County). Specifically, under the terms of the interlocal agreement, the Northeast CRA will receive

an amount equal to 75% of Tax Increment Revenues as calculated by Chapter 163, Florida Statutes within the boundary expansion area and both the City and Lake County shall retain 25% of the portion of Tax Increment Revenues which would be payable from each entity's general fund on an annual basis in the absence of this agreement. Additionally, Lake County shall retain all Tax Increment Revenues generated by the Lake County Ambulance MSTU applicable to the Northeast CRA.

**Budget Impact:**

To be determined.

**Strategic Impact:**

Redevelopment plan activities provide economic development opportunities and programs to address infrastructure, housing, beautification, and other redevelopment improvements and an extension is necessary to provide these benefits. Notwithstanding same, the Tax Increment Revenue reduction contemplated within the interlocal agreement are anticipated to benefit both entities.

**Recommendation:**

Staff recommends approval of the Interlocal Agreement with Lake County, the City and the Northeast CRA Pertaining to the Tax Increment Revenues for the Northeast Expansion Area 2025. Exhibit "A" to the Interlocal Agreement will be inserted following the City consultant's review of the legal description associated with the expansion area and the City's correction of any scrivener's errors if necessary.

**Attachment(s):**

1. Mount Dora - Lake County ILA (Increment Revenue Reduction)\_3.26.2025

Prepared by: Adam Sumner, CRA Administrator  
Reviewed by: Matthew Dodson, Budget Officer  
City Attorney, City Attorney  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 3/18/2025  
Approved - 3/26/2025  
Approved - 3/26/2025  
Final Approval - 3/26/2025

**INTERLOCAL AGREEMENT BETWEEN  
LAKE COUNTY, FLORIDA, AND  
CITY OF MOUNT DORA, FLORIDA  
REGARDING TAX INCREMENT REVENUES**

**THIS INTERLOCAL AGREEMENT** (the “Agreement”) is made by and between **LAKE COUNTY**, a political subdivision existing under the Constitution and State Laws of Florida (“County”) the **CITY OF MOUNT DORA**, a municipal corporation existing under the laws of the State of Florida (“Mount Dora”) and the **NORTHEAST COMMUNITY REDEVELOPMENT AGENCY**, a dependent special district (“Agency”); collectively (the “Parties”).

**WHEREAS**, Lake County is a non-chartered political subdivision of the State of Florida; and

**WHEREAS**, Mount Dora is a municipal corporation existing under the laws of State of Florida; and

**WHEREAS**, Chapter 163, Part III, Florida Statutes, known as the “Community Redevelopment Act of 1969” (the “Redevelopment Act”) governs the creation and operation of community redevelopment agencies; and

**WHEREAS**, pursuant to the Redevelopment Act, the City of Mount Dora created the Northeast Community Redevelopment Agency within its boundaries, which is a duly created and existing community redevelopment agency authorized to receive “increment revenues” (“Increment”) as defined in Section 163.340(22), Florida Statutes and calculated pursuant to Section 163.387(1), Florida Statutes; and

**WHEREAS**, the Agency oversees the Trust Fund for the Northeast Redevelopment Area (the “Redevelopment Area”); and

**WHEREAS**, on March 18, 2025, Mount Dora adopted Ordinance No. 2024-20, modifying the boundaries of the Redevelopment Area and adopting the Northeast Community Agency Redevelopment Plan 2024; and

**WHEREAS**, the area of the Agency’s boundary expansion adopted via Ordinance No. 2024-20 (as may have been subsequently amended to correct any scrivener’s errors) is described and graphically depicted in Exhibit “A” attached hereto (the “Expansion Area”); and

**WHEREAS**, Section 163.01, Florida Statutes, known as the “Florida Interlocal Cooperation Act of 1969,” (the “Cooperation Act”) permits local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

**WHEREAS**, the Parties find this Interlocal Agreement to be necessary, proper, and convenient to the exercise of their powers, duties and purposes authorized by law; and

**WHEREAS**, this Interlocal Agreement is entered into pursuant to the powers and authority granted to the Parties under the Constitution and laws of the State of Florida, including but not limited to the authority of Section 163.01, Florida Statutes; and

**WHEREAS**, Section 163.387(3)(b), Florida Statutes, provides that alternate provisions contained in an interlocal agreement between a taxing authority and the governing body that created the community redevelopment agency may supersede the provisions of this section with respect to that taxing authority; and

**WHEREAS**, the Parties wish to enter into this Agreement pursuant to provisions of Section 163.387(3)(b); and

**WHEREAS**, the Parties are in agreement that a portion of the current amount of Increment as calculated pursuant to Section 163.387(1) paid by the Parties to the Trust Fund of the Redevelopment Area is not currently necessary for redevelopment purposes; and

**WHEREAS**, the Parties are in agreement that reduction of such Increment paid by Lake County and Mount Dora would allow both entities to use the funds comprising such reduction for general governmental purposes (as well as ambulance services in the case of Lake County); and

**WHEREAS**, the Parties wish to exercise jointly their common powers and authority concerning the amount of appropriation of Increment to the Trust Fund for the Redevelopment Area which will result in Lake County's and Mount Dora's retention of a portion of each Party's Increment payment calculated pursuant to Section 163.387(1), Florida Statutes as specified herein.

**NOW, THEREFORE**, it is hereby agreed by the Parties as follows:

## **ARTICLE I INTRODUCTION**

**Section 1.01 Authority.** This Interlocal Agreement is entered into pursuant to the authority set forth in the Cooperation Act, the Redevelopment Act, and other applicable laws.

**Section 1.02 Recitals and Exhibits.** The recitals so stated are true and correct and by this reference are incorporated herein.

**Section 1.03 Authority to Contract.** The execution of this Interlocal Agreement has been duly authorized by the appropriate official bodies of the Parties, each party has complied with all applicable requirements of law, and each party has full power and authority to comply with the terms and provisions of this instrument.

## **ARTICLE II INCREMENT REVENUES**

**Section 2.01 Northeast Community Redevelopment Area.** The Parties agree that Increment for the Redevelopment Area shall continue to be calculated pursuant to Section 163.387(1) of the Act.

- (i) Notwithstanding same, commencing on January 1, 2026, and on each January 1 thereafter for the duration of the time period that Increment for the Redevelopment Area accruable to Lake County continues to become due, Lake County shall, as consideration for entering into this Agreement:
  - (a) retain **Twenty-Five Percent (25%)** of the portion of such Increment accruable to and payable from Lake County's General Fund which is derived from the Expansion Area.
  - (b) retain **One Hundred Percent 100%** of the portion of such Increment accruable to and payable from Lake County's Ambulance MSTU which is derived from the Redevelopment Area.
- (ii) Notwithstanding same, commencing on January 1, 2026, and on each January 1 thereafter for the duration of the time period that Increment for the Redevelopment Area accruable to Mount Dora continues to become due, Mount Dora shall, as consideration for entering into this Agreement retain **Twenty-Five Percent (25%)** of the portion of such Increment accruable to and payable from Mount Dora's General Fund which is derived from the Expansion Area.

### **ARTICLE III MISCELLANEOUS PROVISIONS**

**Article 3.01 Limitations on Governmental Liability.** Nothing in this Interlocal Agreement shall be deemed a waiver of immunity limits of liability of any of the Parties beyond any statutory limited waiver of immunity or limits of liability contained in §768.28, Florida Statutes, as amended, or other statute. Nothing in this Interlocal Agreement shall inure to the benefit of any third party for the purpose of allowing any claim, which would otherwise be barred under the Doctrine of Sovereign Immunity or by operation of law.

**Section 3.02 Negotiation at Arm's Length.** This Interlocal Agreement has been negotiated fully between the Parties as an arm's length transaction and with the assistance of legal counsel. All Parties participated fully in the preparation of this Interlocal Agreement. In the case of a dispute concerning the interpretation of any provision of this Interlocal Agreement, the Parties are deemed to have drafted, chosen, and selected the language, and the language in question will not be interpreted or construed against any of the Parties.

**Section 3.03 Notices.** Any notices required or allowed to be delivered shall be in writing and be deemed to be delivered when: (i) hand delivered to the official hereinafter designated, or (ii) upon receipt of such notice when deposited in the United States mail, postage prepaid, certified mail, return receipt requested, addressed to a Party at the address set forth opposite the Party's name below, or at such other address as the Party shall have specified by written notice to the other Parties delivered in accordance herewith.

If to Lake County:

County Manager  
P.O. Box 7800  
Tavares, Florida 32778

With a copy to: Lake County Attorney  
315 W. Main Street  
Suite 335  
Tavares, Florida 32778

If to Mount Dora/Agency: City Manager  
510 N. Baker Street  
Mount Dora, Florida 32757

With a copy to: Andrew J. Hand/Patrick Brackins  
Shepard, Smith, Hand & Brackins, PA  
2300 Maitland Center Parkway  
Suite 100  
Maitland, Florida 32751

**Section 3.04 Assignment or Transfer.** No Party may assign or transfer its rights or obligations under this Interlocal Agreement to another unit of local government, political subdivision, or agency of the State of Florida without the prior written consent of the other Parties. No Party may transfer its rights or obligations under this Interlocal Agreement to a private party or entity.

**Section 3.05 Binding Effect.** This Agreement shall be binding upon and shall inure to the benefit of the Lake County, Mount Dora, the Agency, and their respective successors.

**Section 3.06 Filing.** The Mount Dora City Clerk is hereby authorized and directed, after approval of this Interlocal Agreement by the respective governing bodies of the Parties and the execution thereof by the duly qualified and authorized officers of each of the Parties hereto, to cause this Interlocal Agreement to be filed with the Clerk of the Circuit Court in Lake County, Florida, in accordance with the requirements of Section 163.01(11) of the Cooperation Act.

**Section 3.07 Applicable Law and Venue.** This Interlocal Agreement and the provisions contained herein shall be governed by and construed in accordance with the laws of the State of Florida. Venue shall lie in Lake County, Florida for any action, in equity or law, with respect to the enforcement or interpretation of this Interlocal Agreement.

**Section 3.08 Severability.** If any part of this Interlocal Agreement is held by a court of competent jurisdiction to be invalid, illegal or unenforceable, such invalid, illegal or unenforceable part shall be deemed severable and the remaining parts of this Interlocal Agreement shall continue in full force and effect provided that the rights and obligations of the Parties are not materially prejudiced and the intentions of the Parties can continue to be effected.

**Section 3.09 Joint Effort.** The preparation of this Interlocal Agreement has been a joint effort of the Parties hereto and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the Parties than the other.



**Section 3.10 No Third-Party Beneficiaries.** This agreement is an administrative agreement generated solely for the benefit of the Parties hereto and no right or cause of action shall accrue by reason of or for the benefit of any third party. Nothing in this Agreement, expressed or implied, is intended nor shall it be construed to confer upon or give any person or entity any right, remedy, or claim under or by reason of this Agreement or any provisions or conditions hereof, other than the Parties hereto and their respective representatives, heirs, successors, and assigns.

**Section 3.11 Mutual Cooperation.** The Parties agree to cooperate and deliver any further documents or perform any additional acts to accomplish the agreements set forth herein.

**Section 3.12 Construction.** This Interlocal Agreement is the result of the negotiations among and between the Parties and such that all Parties have contributed materially and substantially to its preparation, and shall not be construed more strictly against one party than the other.

**Section 3.13 Intent and Interpretation.** This Agreement shall not be construed as modifying or altering the governmental powers of the Parties as they now exist or may be modified in the future, except as are lawfully and expressly provided by the terms of this Agreement.

**Section 3.14 Entire Agreement.** This instrument and its exhibits constitute the entire agreement between the Parties and supersede all previous discussions, understandings and agreements between the Parties relating to the subject matter of this Agreement. Amendments to and waivers of the provisions herein shall be made by the Parties in writing by formal amendment.

**Section 3.15 Effective Date.** This Interlocal Agreement shall become effective upon the filing of same pursuant to Section 3.06 above.

**IN WITNESS WHEREOF**, the Parties hereto, by and through the undersigned, have entered into this Interlocal Agreement on the date and year first above written.

**COUNTY**

ATTEST:

LAKE COUNTY, FLORIDA, through its  
BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Gary Cooney, Clerk  
Board of County Commissioners  
Of Lake County, Florida

\_\_\_\_\_  
Leslie Campione, Chairman

This \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Approved as to form and legality:

\_\_\_\_\_  
Melanie Marsh  
County Attorney

**CITY OF MOUNT DORA, FLORIDA**

By: \_\_\_\_\_  
James L. Homich Mayor

This \_\_\_\_ day of \_\_\_\_\_, 2025.

Attest:

By: \_\_\_\_\_  
Jeanann Hand, Clerk

APPROVED AS TO FORM AND LEGALITY  
AS TO CITY OF MOUNT DORA ONLY.

\_\_\_\_\_  
Patrick Brackins/Andrew J. Hand, City Attorney

**NORTHEAST COMMUNITY  
REDEVELOPMENT AGENCY**

By: \_\_\_\_\_  
James L. Homich, Chair

This \_\_\_\_ day of \_\_\_\_\_, 2025.

Attest:

By: \_\_\_\_\_  
Jeanann Hand, Clerk

APPROVED AS TO FORM AND LEGALITY  
AS TO AGENCY ONLY.

\_\_\_\_\_  
Patrick Brackins/Andrew J. Hand, City Attorney

**Exhibit “A”**

**[MAP & LEGAL TO BE INSERTED FOLLOWING APPROVAL]**



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

---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Approval of Task Authorizations with Faden Builders, Inc. for the 5th Avenue & Donnelly Street Information Kiosk

---

**Introduction:**

This is a request for City Council to approve the task authorization with Faden Builders, Inc. for the 5th Avenue & Donnelly Street Information Kiosk (item was tabled).

**Discussion:**

At the regularly scheduled March 18, 2025, City Council meeting, this item was tabled in order for staff to review and provide additional information on the placement of the digital monitors (touch screens). The discussion focused on installing touch screens towards the streets (5th/Donnelly) in lieu of the "backside" of the kiosk facing towards Donnelly Park, as originally designed. Below are talking points:

- The City's sign code defines "electronic variable message signs " and are prohibited. There are exemptions for city-owned property and gas station fuel prices. But this becomes an issue when the City allows monitors to be visible on the street but prohibits them for commercial businesses - this is more of optic or public perception. Sign codes prioritize public safety by minimizing distractions that could lead to accidents, especially for drivers and pedestrians. The kiosk is located at a busy intersection.
- There is the potential, as mentioned during the March 18th City Council meeting, that the sun positioned during a certain time of the year at this location (east to west) could provide more glare on the monitor when facing the intersection. The backside of the kiosk would be more appropriate to reduce glare, etc.
- As mentioned during the March 18th City Council meeting, positioning monitors or electronic message signs visible from the street do not necessarily match the overall theme and image of the downtown historic district.

**Staff Recommendation:** Maintain the touch-screens as originally designed to face the backside

of the kiosk. The kiosk is being reinstalled at the exact same location, which is angled towards the 5th Avenue and Donnelly Street intersection. A tasteful welcome sign will be placed on the front side of the kiosk instructing visitors to use a touch-screen for a more interactive experience and information.

The City of Mount Dora is planning to install interactive digital information kiosks to enhance the visitor experience in the downtown area. This kiosk will be fabricated and installed at the northeast corner of Donnelly Street and 5th Avenue in Mount Dora. The proposal includes:

1. Demolition of the existing static kiosk, new foundation engineering, and restoration of the surrounding hardscape.
2. Two 55-inch outdoor-rated interactive touch screens, outdoor flat mounts, power boxes, and outdoor enclosures.
3. The software application will feature a home page with weather, time, and date widgets, parking and shuttle information, flyers, wayfinding to include and search functionality, event information, and other visitor services - all managed via a cloud-based CMS and tailored to Mount Dora's branding and informational needs.
4. Four hours of online staff training; and
5. 110 hours of content management and city mapping design, including integration with Google Maps for 200 points of interest.

Other informational kiosks in the downtown area are forthcoming, pending future budgets to identify funding sources.

**Budget Impact:**

There is \$190,000 available in GL#310-5555-580.63-01-CRA013. This Task Authorization is \$137,350 for the construction of the kiosk and the software.

**Strategic Impact:**

Objective 1.4. Promote tourism by Enhancing Mount Dora as a Destination  
Objective 1.4.2. Develop a standard brand image/Wayfinding signage

**Recommendation:**

City Council approve the task authorization with Faden Builders, Inc. for the 5th Avenue and Donnelly Street Information Kiosk.

**Attachment(s):**

1. Attachment # 1 - Kiosk Design Concept
2. Faden Builders Inc Task Authorization

Prepared by: Vince Sandersfeld, City Manager

Reviewed by: Misty Sommer, Director of Economic Development & Public Information  
Adam Sumner, CRA Administrator  
Jason Marlar, IT Director

Approved - 3/19/2025

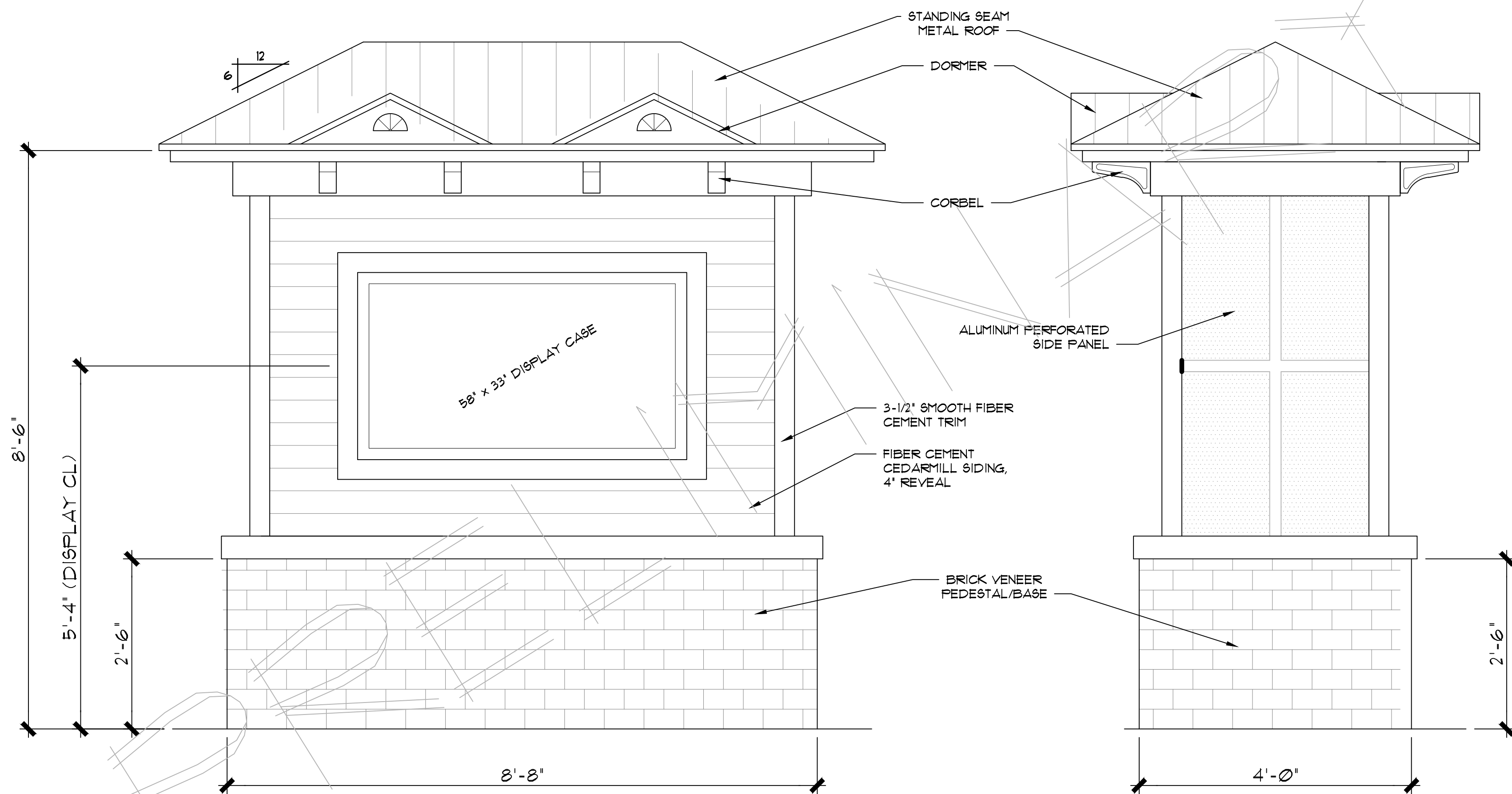
Approved - 3/24/2025

Approved - 3/24/2025

City Attorney, City Attorney  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

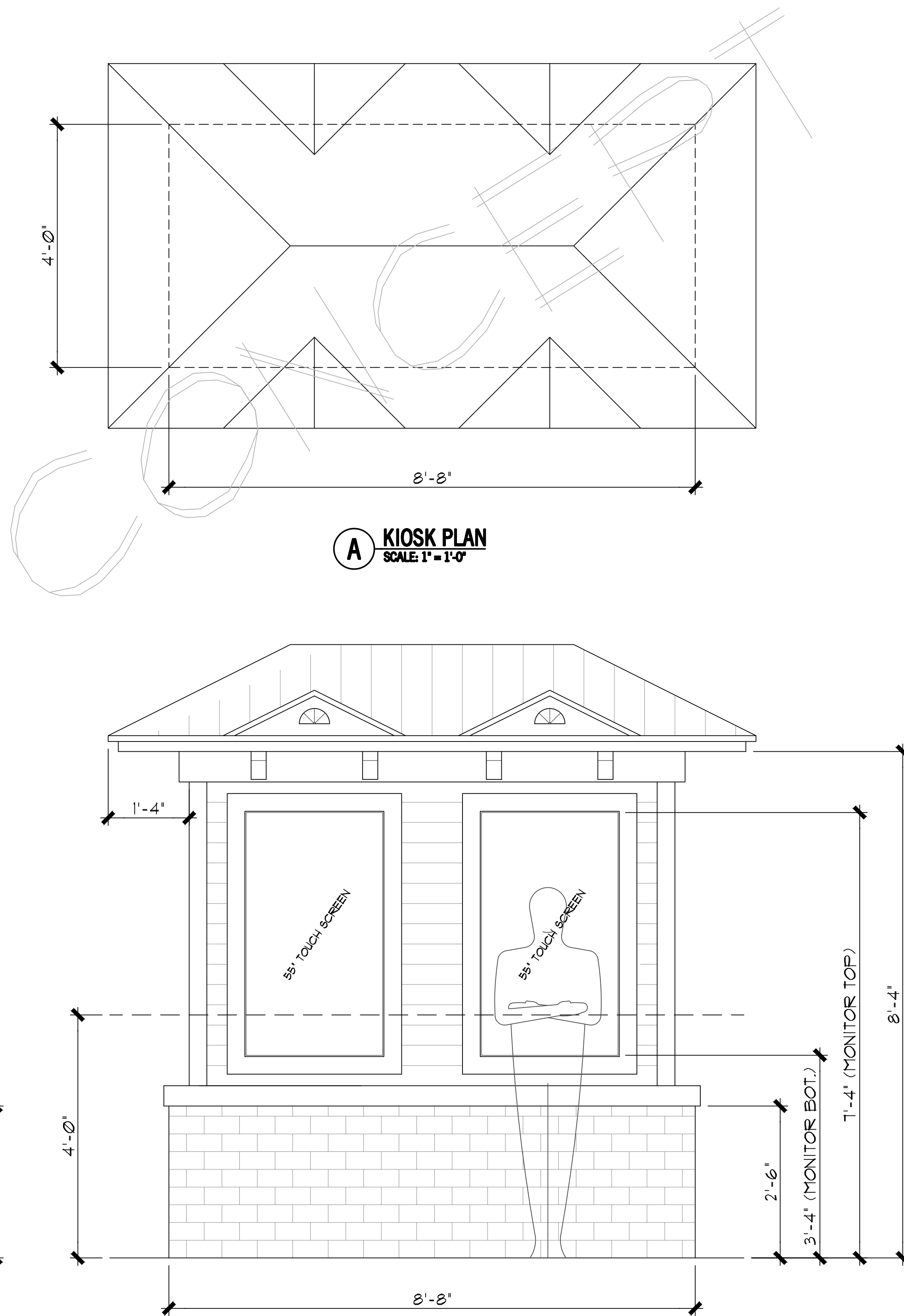
Approved - 3/26/2025  
Approved - 3/26/2025  
Final Approval -  
3/26/2025





1 KIOSK FRONT ELEVATION  
SCALE: 1" = 1'-0"

2 KIOSK SIDE ELEVATION  
SCALE: 1" = 1'-0"



A KIOSK PLAN  
SCALE: 1" = 1'-0"

3 KIOSK BACK ELEVATION  
SCALE: 1" = 1'-0"

| REVISION | DATE | DESCRIPTION |
|----------|------|-------------|
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DOWNTOWN INFORMATION KIOSKS

MOUNT DORA, FLORIDA

DONNELLY PARK KIOSK DESIGN

|              |           |
|--------------|-----------|
| DRAWN BY:    | -         |
| APPROVED BY: | PSR       |
| PROJECT NO:  | 23-172    |
| DATE:        | 4-26-2023 |
| SHEET NO:    |           |

## EXHIBIT "A"

### CITY OF MOUNT DORA/CRA/Northeast CRA TASK AUTHORIZATION

In accordance with the terms and conditions of the Agreement between Faden Builders, Inc. (Construction Manager) and the City of Mount Dora/CRA/Northeast CRA, dated April 7, 2020, the parties hereto agree to the scope of work, pricing/GMP, schedule, construction team and subcontractors attached hereto.

City Project Manager:

Misty Sommer

Construction Manager Contact:

Todd Faden

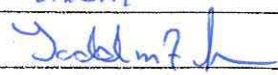
Project Name:

5th Ave. & Donnelly Street Informational Kiosk

Project Number:

\_\_\_\_\_

**NOTE: THE CONTRACTOR MAY NOT BEGIN WORK UNTIL THIS FULLY SIGNED TASK AUTHORIZATION IS DELIVERED TO THE CONSTRUCTION MANAGER.**

| SUMMARY OF WORK TO BE COMPLETED                                                                                                                                                                                                                                        |                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|
| <b><u>Each Task Authorization package shall include:</u></b><br>Exhibit A – Scope of Work<br>Exhibit B – Price/GMP Breakdown<br>Exhibit C – Basic Schedule<br>Exhibit D – Construction Team<br>Exhibit E – Construction Manager's Staff<br>Exhibit F – Sub-Contractors |                     |
| <b>Recommended By:</b><br>Print: <u>Misty Sommer</u>                                                                                                                                                                                                                   |                     |
| Signature: <u></u>                                                                                                                                                                  | Date: <u>3/4/25</u> |
| <b>Reviewed By (if applicable):</b><br>Print: <u>Misty Sommer</u>                                                                                                                                                                                                      |                     |
| Signature: <u></u>                                                                                                                                                                  | Date: <u>3/4/25</u> |
| CONTRACTOR ACCEPTANCE                                                                                                                                                                                                                                                  | CITY APPROVAL       |
| Print Name: <u>TODD FADEN</u>                                                                                                                                                                                                                                          | Print Name: _____   |
| Title: <u>PRESIDENT</u>                                                                                                                                                                                                                                                | Title: _____        |
| Signature: <u></u>                                                                                                                                                                  | Signature: _____    |
| Date: <u>3/4/2025</u>                                                                                                                                                                                                                                                  | Date: _____         |





2/3/2025

Proposal No. 25-061

Misty Sommer  
Director of Economic Development & Public Information  
City of Mount Dora  
510 N Baker Street  
Mount Dora, Florida 32757

RE: Mount Dora Downtown Information Kiosk – Donnelly Park

Scope Summary: This proposal is for the fabrication and installation of a digital information kiosks to be located at the NE corner of Donnelly St and 5<sup>th</sup> Ave.

The scope includes the development of the application software, the hardware, (2) touch screen monitors, and the associated foundation, structure, hardscape and power.

#### **Exhibit A: Scope of Work**

##### **Publishing Design and CMS Software:**

1. 22Miles Publisher Pro – Saas
  2. Content Manager
  3. Touch & Wayfinding Saas License
  4. 4-hour Online Training
  5. 110-hour Content Full Service with Project Management, City Mapping UI/UX Design, Google Maps 200 Points of Interest
- Note: (1) set of changes included.

##### **Kiosk Fabrication and Hardware:**

1. Provide shop drawings of the kiosk for owner review and approval.
2. Fabricate the kiosk structure.
3. Provide and install the following hardware:
  - a. QTY 2, IR Interactive Touch Screen 55" Samsung OH55A-S display integrated with 20PT IP 65 Outdoor Rated IR Technology and Custom Stainless Steel Bezel
  - b. QTY 2, Outdoor Universal Flat Mount
  - c. QTY 2, NUC 130Xi5 i51300H 16GB DDR5 512 GB Place Gen 4 2280.2 SSD Windows 11 Pro
  - d. QTY 2, Outdoor Power Boxes
  - e. QTY 2, Outdoor PC Enclosures
  - f. QTY 1, Keyboard/Mouse combo, cables
  - g. QTY 1, outdoor 58 x 33 illuminated lockable cork board display case

##### **Site Development and Installation:**

1. Demolish the existing static kiosk.
2. Kiosk foundation engineering.
3. Excavate and install new concrete foundation/pedestal.
4. Provide and install exterior finishes to the kiosk base and siding at the kiosk body.
5. Install conduit and provide power to the kiosk from an existing circuit in the immediate vicinity.
6. Caulk and paint the completed kiosk as needed.
7. Restore the hardscape as required in the area around the kiosk (within approx. 5 ft).



#### **Exhibit B: Estimated Project Costs**

|                                |              |
|--------------------------------|--------------|
| General Conditions             | \$ 19,400.00 |
| Site                           | \$ 10,600.00 |
| Concrete/Masonry               | \$ 8,900.00  |
| Kiosk Frame                    | \$ 22,500.00 |
| Finishes                       | \$ 6,800.00  |
| Software/Hardware              | \$ 52,300.00 |
| Electrical                     | \$ 3,000.00  |
| Contingency (10%)              | \$ 12,350.00 |
| Permitting Allowance           | \$ 1,500.00  |
| ESTIMATED TOTAL: \$ 137,350.00 |              |

#### **Exhibit C: Basic Schedule**

Procurement will begin promptly after the issuance of the Purchase Order.

Proposed duration schedule:

- 12-16 weeks for kiosk fabrication, software programming and hardware procurement
- 2-4 weeks for software review and testing
- 4 weeks for kiosk installation

#### **Exhibit D: Construction Team**

- Todd Faden- Principal
- Andre Harris- Asst PM
- Shawn Howard- PM
- Rob Bennett- Superintendent
- Scott Bassett- Forman
- Cyndi Kennerly- Controller
- Helen Johnson- Accounting MGR

#### **Exhibit E: Construction Manager's Staff**

- Todd Faden- Principal
- Andre Harris- Asst PM
- Shawn Howard- PM
- Rob Bennett- Superintendent
- Scott Bassett- Forman
- Cyndi Kennerly- Controller
- Helen Johnson- Accounting MGR

#### **Exhibit F: Subcontractors**

- Spencer Fabrications, Inc. – Aluminum Kiosk Construction
- Intermedia Touch – Software and Hardware
- Marathon Electric- Electrical

#### **Qualification and Exclusions:**

1. Work hours are M-F, 1<sup>st</sup> shift. No overtime is included.
2. City of Mount Dora building permit fees are included (\$1,500 allowance).
3. ROW permitting (if required) will be provided by the City of Mount Dora.



4. Survey (if required) will be provided by the City of Mount Dora.
5. Structural engineering for the kiosk foundation is included.
6. Civil, Mechanical, Electrical and Plumbing Engineering are excluded.
7. Wireless access components and network access will be provided by the City of Mount Dora. It is assumed that it will meet the minimum performance spec requirements.
8. Assumes that sufficient power exists at the existing kiosk location and it can be re-routed/re-used as required.
9. Relocation of any site utilities is excluded.
10. Site adaptations for ADA accessibility requirements are excluded from this proposal.
11. One round of kiosk shop drawing review is included. Additional iterations may require a change order.
12. The City of Mount Dora will provide all of the information and content needed for use in the application.
13. The City of Mount Dora will be responsible for establishing any internal IT infrastructure and security.
14. **Annual maintenance (provided by the software and hardware developer) is an additional cost currently \$3,380.00 per year for this location.**

We appreciate the opportunity to provide a quote for this project. Please feel free to contact us with any questions. We look forward to working with you.

Best regards,

A handwritten signature in blue ink that reads "PHILIP RAPALJE".

Philip Rapalje  
Faden Builders, Inc.



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

---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Approval of First Reading of **Ordinance No. 2025-09**, Ordinance to Adopt the 'Mount Dora Small Bay Mini Warehouse' Planned Unit Development (PUD) Master Plan

---

**Introduction:**

This is a request for City Council to approve the first reading of Ordinance No. 2025-09 to approve adopt the 'Mount Dora Small Bay Mini Warehouse' master planned unit development (PUD) plan and hold the hearing for the second reading and adoption.

**Discussion:**

The subject property is located on the north side of East Lincoln Avenue and west of US Highway 441 (see attached Vicinity Map) and contains approximately 4.92 acres. There is no floodzone nor wetlands on the property.

The property is part of the Industrial Land Use Category and is zoned Planned Unit Development (PUD) by Ordinance No. 2022-14, which has since expired. The applicant is seeking to establish a new master plan for the property which includes the construction of three (3) mini-warehouse buildings totaling 50,680 square feet with associated parking, landscaping, and stormwater accommodations. One building will front on Lincoln Ave and will be developed with heightened design standards and will not have the bays oriented towards Lincoln Ave.

This development will be connected to the Wastewater Treatment Plant #2 (WWTP2) and the City of Mount Dora does not have capacity at the WWTP2 to serve new developments. LDC Section 6.4.2 (1) states “all development is required to be on central sewer except as stipulated in subsection 6.4.3.” LDC Section 6.4.3 (1) states that septic tanks are not permitted when central sewer is available if the property is within a specific distance of the sewer lines. Sewer lines are located across the property on the south side of Lincoln Avenue. As such, the proposed development is required to connect to the City’s central potable water and sewer system.

A final development order (site plan) cannot be approved unless utilities are available to serve the development. The Applicant requested to extend the PUD approval from one (1) year to four

(4) years from the date of PUD approval to allow the City to make capacity available. Staff does not object to the extension request.

The property is located within the Northeast CRA and staff presented the subject application to the Northeast Community Redevelopment Area (CRA) Advisory Committee at a regularly scheduled meeting on January 14, 2025. The Advisory Committee addressed concerns of traffic congestion along Lincoln Avenue and a desire for employment opportunities for community members within the Northeast CRA.

On February 19, 2025, the Planning and Zoning Commission met and recommended approval of the application and the four-year extension with the condition that the elevations be relabeled to ensure no overhead doors front on Lincoln Avenue (Applicant resubmitted corrected elevations which are included in the ordinance) and reject the submitted landscaping plan and have the landscaping be consistent with the Land Development Code at the time of Site Plan approval.

Further details are provided in Attachment #1, the Planning and Zoning Commission Staff Report. Legal advertisements for the hearings are included in Attachment #2. Pursuant to Florida Statutes, Section 166.041(4), the completed Ordinance Business Impact Estimate is provided as Attachment #3.

**Budget Impact:**

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

**Strategic Impact:**

PUD Master Plan request which address density and intensity changes are consistent with Growth Management and Economic Development Goals to foster development and growth opportunities. GOAL 1: Economic Development; Objective 1.3. Attract new residential development.

**Recommendation:**

City Council to approve First Reading of Ordinance No. 2024-09 to approve the 'Mount Dora Small Bay Mini Warehouse' master planned unit development (PUD) plan and hold a hearing for second reading and adoption.

**Attachment(s):**

1. Attachment 1 Small Bay Flex Storage (Lincoln PUD) - PZC Packet
2. Attachment 2 Legal Advertisement Publication
3. Attachment 3 Business Impact Estimate
4. Ordinance 2025-09 Lincoln PUD Amendment 20250326 (1) (2) (1)

Prepared by: Michele Janiszewski, Senior Planner  
Reviewed by: Michele Janiszewski, Senior Planner  
City Attorney, City Attorney  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 3/21/2025  
Approved - 3/26/2025  
Approved - 3/26/2025  
Final Approval - 3/26/2025





**CITY OF  
MOUNT  
DORA**

**Planning and Development**  
**510 N. Baker St.**  
**Mount Dora, FL 32757**  
**352-735-7113**  
**Fax: 352-735-7191**  
**plandev@cityofmoundora.com**

---

**DATE:** February 19, 2025  
January 15, 2025 (TABLED, 4-0)

**TO:** Planning and Zoning Commission

**FROM:** Development Review Committee  
Ryan Winkler, AICP, Senior Planner

**RE:** **Request for 1<sup>st</sup> PUD Amendment;** Mount Dora Small Bay Mini Warehouse Facilities (Project Name); 4.92 Acres (Site Area); North of East Lincoln Avenue and West of US Highway 441 (General Location); Site Address: 1649 Lincoln Avenue (Location); Robby Joshi, Metro Architecture Partnership (Applicant); Michael J. Vedder, Lincoln1649 LLC (Owner); Farid J. Tawill, PE, Tawill Engineering, Inc (Engineer), Randy Buchanan, Landscape Dynamics (Landscape Architect);  
**Project No. PUD24-01AD**

---

**Recommendation:**

Staff recommends approval of the above-referenced request.

**Reference/Support:**

Sections 3.4.5 of the City's *Land Development Code*  
Ordinance No. 2022-14 Final PUD October 18, 2022  
Chapter 163, Florida Statutes

**Background:**

**SITE SUMMARY:**

|                           |                                                                          |
|---------------------------|--------------------------------------------------------------------------|
| Request Type:             | PUD Amendment Application                                                |
| Owner(s):                 | G3 SKY LLC                                                               |
| Applicant:                | Robby Joshi, Metro Architects Partnership                                |
| Address:                  | 1649 Lincoln Avenue, Mount Dora                                          |
| General Location:         | Located north side of Lincoln Avenue Street and west of U.S. Highway 441 |
| Alternate Key No.:        | 1447097                                                                  |
| Zoning District:          | Planned Unit Development (Ord. 2022-14, Vedder Holsters)                 |
| Proposed Zoning District: | Planned Unit Development                                                 |
| Land Use Category:        | Industrial                                                               |
| Overlays:                 | Northeast CRA                                                            |
| Site Area:                | 4.92 +/- acres                                                           |
| Existing Use:             | Single family residence and detached garage                              |
| Proposed Use:             | Light manufacturing, warehouse, and office.                              |

## ATTACHMENT #1

Planning and Zoning Commission Meeting February 19, 2024  
PUD Amendment Mount Dora Small Bay Mini Warehouse Facility  
Page 2

### **Surrounding Property Table:**

| Direction | Jurisdiction | Future Land Use         | Zoning District(s) | Existing Use(s)  | Comments                       |
|-----------|--------------|-------------------------|--------------------|------------------|--------------------------------|
| North     | City         | Medium Density          | R-2                | Residential      | Mount Dora Heights Subdivision |
| South     | City         | Recreation              | GB                 | Recreation       | Lincoln Ave Recreation Center  |
| East      | City         | Commercial & Industrial | C-3 & WP-1         | Light Industrial | Hallmark Nameplate             |
| West      | City         | High Density            | R-3                | Residential      | City Walk Villas               |

### **Planning and Zoning Commission – January 15, 2025 Public Hearing**

Staff presented the subject application for PUD Amendment to the Planning and Zoning Commission (PZC) at a regularly schedule public hearing on January 15, 2025. At this meeting, the Commission voted to table the request, with the Applicant present to address Commission’s concerns with elevations.

Staff presented the subject application to the Northeast Community Redevelopment Area (CRA) Advisory Committee at a regularly scheduled meeting on January 14, 2025. The Advisory Committee addressed concerns of traffic congestion along Lincoln Avenue and a desire for employment opportunities for community members within the Northeast CRA.

### **Background**

Vedder Holsters Final Planned Unit Development (PUD) was approved by Ordinance 2022-14 on October 18, 2022. The Vedder Holsters Final PUD proposed a two (2) phase development of a 15,000-sf Office and 30,000-sf of Manufacturing/Warehouse. The subject property is located on the north side of East Lincoln Avenue and west of US Highway 441 (see attached Vicinity Map). The project has a total site area of approximately 4.92 acres.

Pursuant to LDC Section 3.5.6.(f.), actual construction must begin within the planned unit development within 12 months of approval of the final master plan. If actual construction has not begun, the final master plan approval and any vesting which may be claimed thereby shall be void. The Vedder Holsters Final PUD expired on October 18, 2023; a request for extension was not submitted to the Office of Planning and Zoning by the Applicant or Property Owner.

### **Analysis**

The Applicant proposes to amend the existing PUD zoning district to repeal PUD Ordinance #2022-14 and replace the existing entitlements with a new PUD Master Plan. The proposed development includes three (3) mini-warehouse buildings totaling 50,680-sf (Building No. 1 – 11,880-sf, Building No. 2 – 19,400-sf, Building No. 3 – 19,400-sf). Building No. 1 is proposed to front along East Lincoln Avenue. The project is proposed to be developed in a single phase.

The subject property is designated with an Industrial future land use (FLU) category, in accordance



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with the 2045 Comprehensive Plan. This category is intended for light manufacturing, warehousing, and storage associated with a business or industrial use, wholesaling, distribution, office, and other related activities. Industrial parks with good internal parks with good internal circulation and attractive appearance from adjacent roads are encourage within this land use category. The proposed use is consistent with the designated FLU category

The maximum impervious surface ratio is 65% and the floor area ratio is 0.7. The PUD Final Master Plan indicates the proposed ISR is 64% and FAR to be 0.25. The maximum building height is thirty-five (35%) percent, the Applicant proposes building height to be 26'-8". Elevations of the proposed buildings are included with the PUD Final Master Plan.

The Land Development Code defines "Planned Unit Development" as "an area of land devoted by its owner to development as a single entity for a number of dwelling units and/or other uses in accordance with a plan which does not necessarily comply with the provisions of other zoning districts with respect to lot size, lot coverage, setbacks, off-street parking, bulk or type of dwelling, density and other restrictions." The Applicant does not propose deviations from the underlying land use category, however does request a deviation to LDC Section 3.5.6(f) expiration time frame to extend the standard one (1) year time frame to four (4) years.

### Commercial Standards and Architectural Design

The Final Master PUD Plan indicates the proposed development will be consistent with LDC Section 6.13 Commercial Architectural and Site Design Requirements. The Applicant provided a set of elevations for the proposed development. The proposed elevations are consistent with the Architectural Design Standards. The Final Master PUD Plan demonstrates consistency with the Commercial Site Design Standards.

### Access

The property is currently accessed off East Lincoln Avenue. The Applicant proposes improve the existing apron and add a second access off East Lincoln to serve the development.

### Traffic

The Applicant provided a Trip Generation Memorandum with the PUD Amendment application. According to the memo, the proposed development is anticipated to generate 78 daily AM and PM new trips.

According to the City of Mount Dora Traffic Impact Study Guidelines, a project that generates twenty-six (26) or more weekday AM peak hour, weekday PM peak hour or weekend net new peak hour trips will require the preparation of a TIS. A TIS will be required at the time of Site Plan Review.

### Landscaping and Buffers

According to a tree survey and removal plan provided by the Applicant, there are 55 approved trees on site, and the applicant proposes to remove 27. The Applicant proposes to protect 28 trees on site; these trees are located along the rear and western property lines, abutting existing residential uses.

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Planning and Zoning Commission Meeting February 19, 2024  
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Page 4

The Applicant will be required to replant 42 replacement trees on site.

The Final Master PUD Plan includes a Landscaping Plan that indicates the proposed tree removal plan. The Applicant does not request a contribution to the City's Tree Bank, as all trees proposed for removal will be replaced on-site.

|                                                                                                                                                      |
|------------------------------------------------------------------------------------------------------------------------------------------------------|
| • TOTAL EXISTING NUMBER OF TREES SIZED 6" – 23.99": 46                                                                                               |
| • TOTAL EXISTING NUMBER OF TREES SIZED 6" – 23.99" REMOVED: 24                                                                                       |
| • TOTAL EXISTING NUMBER OF TREES SIZED 24" OR GREATER: 9                                                                                             |
| • TOTAL EXISTING NUMBER OF TREES SIZED 24" OR GREATER REMOVED: 3                                                                                     |
| • TOTAL NUMBER OF TREES REPLACED AT RATIO 1:1 FOR TREES REMOVED 6"-23.99": 24                                                                        |
| • TOTAL NUMBER OF TREES PLACED AT RATIO 1:6 (FOR TREES REMOVED 24" OR GREATER): 18 REQ.<br>29 PROVIDED                                               |
| • TOTAL NUMBER OF TREES REPLACED: 42(18 + 24)REQ. – (62 NEW CANOPY TREES PROVIDED)                                                                   |
| • TOTAL NUMBER OF TREE DEFICIENT (NOT BEING REPLACED) FOR TREE BANK:<br>CONTRIBUTION AND INCLUDES TOTAL DOLLAR AMOUNT OF CONTRIBUTION FUNDS: \$ 0.00 |

The Final PUD Master Plan includes a landscaping plan for the master development. Landscaping buffers are installed along each property line along right-of-way and adjacent properties including existing residential. The proposed landscaping is consistent with the LDC Section 6.6.

| LANDSCAPE BUFFER             |               |             |          |          |                                      |                                      |          |                                       |                                      |                                      |                                      |          |                                     |                                            |
|------------------------------|---------------|-------------|----------|----------|--------------------------------------|--------------------------------------|----------|---------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|----------|-------------------------------------|--------------------------------------------|
| LANDSCAPE BUFFER REQUIREMENT |               |             | WIDTH    |          | CANOPY TREES                         |                                      |          |                                       | UNDER-STORY TREES                    |                                      |                                      |          | SHRUBS                              |                                            |
| BOUNDARY BUFFER              | BOUNDARY TYPE | LINEAR FEET | REQUIRED | PROVIDED | REQUIRED<br>3 PER 100<br>LINEAR FEET | REQUIRED<br>4 PER 100<br>LINEAR FEET | EXISTING | PROVIDED<br>3.5<br>CALIPER<br>MINIMUM | REQUIRED<br>5 PER 100<br>LINEAR FEET | REQUIRED<br>5 PER 100<br>LINEAR FEET | REQUIRED<br>6 PER 100<br>LINEAR FEET | EXISTING | PROVIDED<br>1.5" CALIPER<br>MINIMUM | REQUIRED<br>HEDGE PLANTED 36"<br>ON CENTER |
| 1                            | b             | 335.34'     | 15'      | 25'      | 11                                   |                                      |          | 11                                    |                                      | 17                                   |                                      |          | 17                                  | CONTINUOUS HEDGE                           |
| 2                            | a             | 411.40'     | 10'      | 20'      | 13                                   |                                      |          | 13                                    | 21                                   |                                      |                                      |          | 21                                  | CONTINUOUS HEDGE                           |
| 3                            | B             | 229.51'     | 30'      | 30'      |                                      | 10                                   | 1        | 9                                     | 12                                   |                                      |                                      | 0        | 12                                  | CONTINUOUS HEDGE                           |
| 4                            | C             | 334.05'     | 40'      | 40'      |                                      | 14                                   | 15       | 0                                     |                                      |                                      | 21                                   | 0        | 21                                  | 6' WALL & CONTINUOUS<br>HEDGE              |
| 5                            | B             | 271.56'     | 30'      | 30'      |                                      | 11                                   | 12       | 0                                     |                                      |                                      | 17                                   | 0        | 17                                  | CONTINUOUS HEDGE                           |
| 6                            | B             | 369.36'     | 30'      | 30'      |                                      | 15                                   | 0        | 15                                    | 19                                   |                                      |                                      |          | 19                                  | CONTINUOUS HEDGE                           |
| TOTAL:                       |               |             |          |          | 24                                   | 50                                   | 28       | 48                                    | 52                                   | 17                                   | 38                                   | 0        | 107                                 |                                            |

## Wastewater and Water Utilities

This development will be connected to the Wastewater Treatment Plant #2 (WWTP2). At the writing of this report, the City of Mount Dora does not have capacity at the WWTP2 to serve new and unpermitted projects.

LDC Section 6.4.2 (1) states "all development is required to be on central sewer except as stipulated in subsection 6.4.3." LDC Section 6.4.3 (1) states that septic tanks are not permitted when central sewer is available on the following basis:

|                                     |                   |
|-------------------------------------|-------------------|
| Single-family residential           | Within 200 feet   |
| Minor subdivisions                  | Within 500 feet   |
| Minor site plans                    | Within 1,000 feet |
| Site plans less than 10,000 sq. ft. | Within 1,000 feet |

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Planning and Zoning Commission Meeting February 19, 2024  
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Pursuant to LDC Section 6.4.3, septic tanks are not permitted when central sewer is available within 1,000 feet for project site plans less than 10,000-sf. The proposed development is required to connect to the City's central potable water and sewer system.

Pursuant to LDC Section 6.10.2 (1), no final development order shall be issued by the city after the adoption of these regulations and no previously approved development may cause a change in use upon a parcel of property unless there is sufficient available capacity of concurrency public facilities to meet the standards for levels of service. As to potable water, sanitary sewer, solid waste, and drainage concurrency public facilities, the necessary concurrency public facilities must be:

1. Available and in place at the time the development is authorized in accordance with the Mount Dora Comprehensive Plan; or
2. The development order or permit is issued subject to the condition that the necessary concurrency public facilities will be in place when the impacts of the development occur; or
3. The necessary public facilities are under construction at the time the development is authorized; or
4. The necessary concurrency public facilities are guaranteed in an enforceable development agreement which requires that the necessary facilities will be in place when the impacts of the development occur.

Staff provided the Applicant the options to move forward with the application; the applicant opted to request an extension to the PUD expiration date from the standard one (1) year from the date of PUD approval to four (4) years from the date of PUD approval for the City to make capacity available.

Staff provided alternatives to extending the PUD four (4) years, pursuant to LDC Section 6.10.5 (5), if the capacity of available public facilities is less than the capacity required to maintain the level of service standard for the impact of the development, the concurrency test is not passed and the applicant shall select one of the following items:

- a. Amend the application to reduce the need for public facilities to the capacity that is available; or
- b. Arrange to provide for public facilities that are not otherwise available; or
- c. Reapply for a certificate of capacity not less than six (6) months following the denial of an application for a certificate of capacity; or
- d. Appeal the denial of the application for a certificate of capacity, pursuant to the provisions of subsection 6.10.10.

### **PUD Ordinance:**

The PUD Ordinance addresses the following details regarding development regulations for future development orders on the subject property.

## ATTACHMENT #1

Planning and Zoning Commission Meeting February 19, 2024  
PUD Amendment Mount Dora Small Bay Mini Warehouse Facility  
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- 1) PUD expiration date within four (4) years from adoption date of the PUD Amendment Ordinance.
- 2) A Development Order shall be issued for the subject development through Site Plan approval when sewer capacity is available.
- 3) Traffic Impact Study required with submittal of Site Plan application.

### **Development Process:**

- |                                  |                                                                                |
|----------------------------------|--------------------------------------------------------------------------------|
| Step 1. Final PUD:               | <b>DRC » PZC » City Council 1<sup>st</sup> Reading » City Council Adoption</b> |
| Step 2. Site Plan:               | <b>DRC » PZC</b>                                                               |
| Step 3. Site Development Permit: | <b>Site Permit » Site Work » Final Site Inspections</b>                        |
| Step 4. Building Permits:        | <b>Building Permit » Construction » Inspections » CO</b>                       |

Pursuant to LDC Section 3.4.5 (5.), the review procedures outlined within the PUD Zoning District shall be followed for first a preliminary master plan and then a final master plan, which shall be adopted by ordinance. The two steps are designed to allow the applicant to gain review and approval of general concepts prior to the preparation of detailed plans. Site Plans are required for each separate section of the PUD. However, if the applicant so chooses and is permitted by the development review coordinator, steps may be bypassed or combined in an attempt to reduce the time involved at the applicant's own risk. The applicant submitted a Site Plan Review application concurrently with the PUD Amendment application.

Pursuant to LDC Section 3.4.7, the planning and zoning commission and city council may deny the planned unit development application or return the PUD to the applicant for revisions. Planned unit developments are not guaranteed or a given by right. Consideration of a PUD is at the sole discretion of the city and may be rejected or denied for any reason including variations to existing development standards such as, but not limited to, building height, floor-area ratio, landscaping requirements, etc.

### **Staff Recommendation**

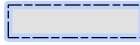
Staff finds the application request consistent with the Land Development Code.

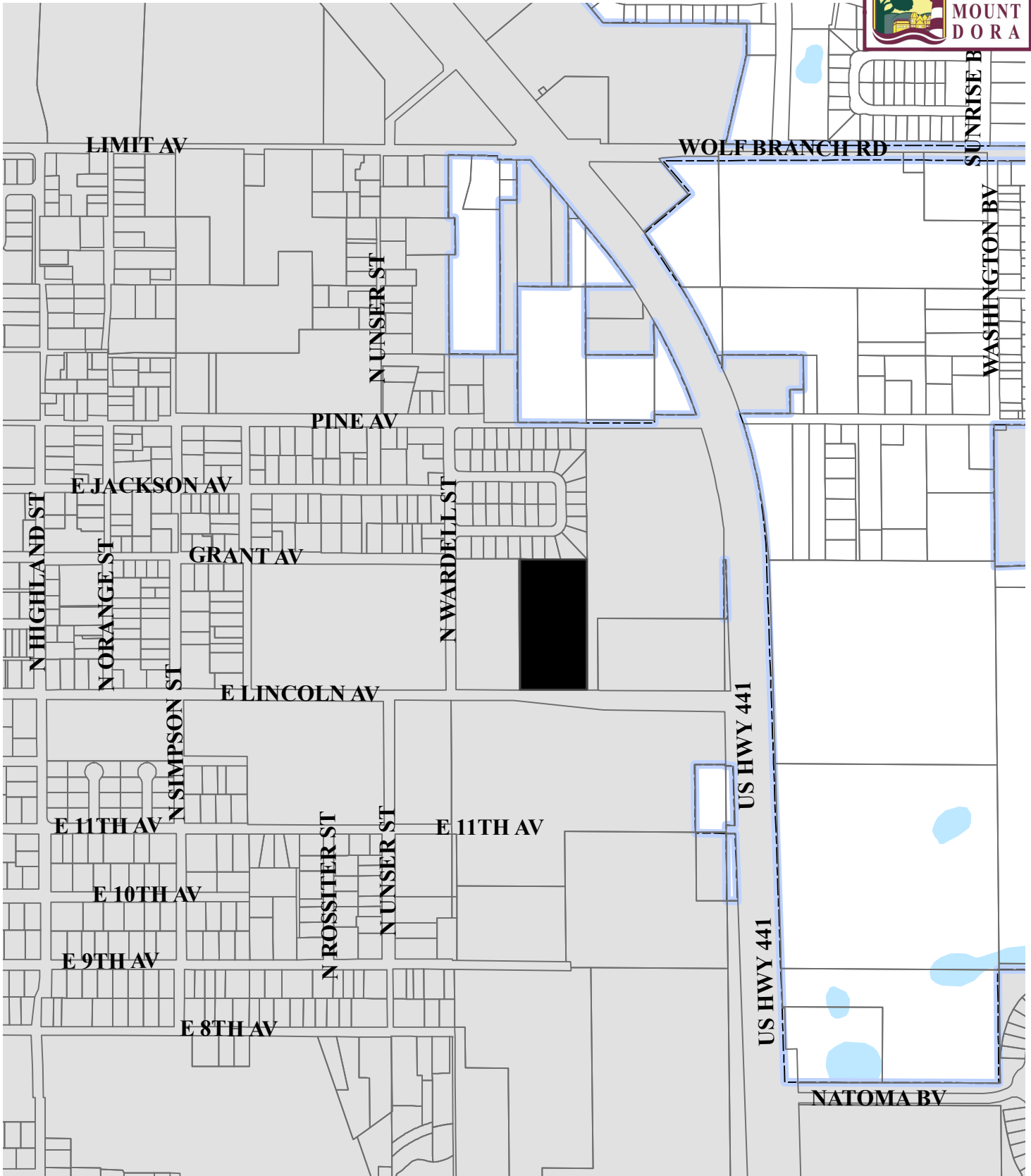
### **Attachments:**

Vicinity Map  
Application  
DRC Comments (dated October 14, 2024)  
Trip Generation Memo (dated February 29, 2024)  
PUD Master Plan – Site  
PUD Master Plan – Elevations  
PUD Master Plan – Landscaping Plan  
PUD Master Plan – Tree Removal Plan

# ATTACHMENT #1 VICINITY MAP

## Legend

-  City Limits
-  Subject Property





**CITY HALL**  
 510 North Baker Street  
 Mount Dora, Florida 32735  
 352-735-7100  
 MountDora.gov

## DEVELOPMENT REVIEW COMMITTEE COMMENTS

**DATE:** October 14, 2024  
**FROM:** Vince Sandersfeld, City Manager  
**CONTACT:** 352-735-7112 Ext.1712 or MicheleJ@MountDora.gov  
**THROUGH:** Michele Janiszewski, AICP, Senior Planner  
**PROJECT NAME:** Lincoln PUD Amendment  
**REVIEW TYPE:** PUD Amendment – Fourth Review

*Administrative approval (or lack of comment on a specific item) does not constitute a waiver of any code requirements nor does it relieve the developer of responsibility to meet those requirements. It shall be the responsibility of the developer to correct any defects in the plans or the facility as constructed that results in a failure to meet applicable code requirements.*

### Review Comments

**The applicant must revise the plan sets and/or provide additional information to address the following comments.**

### Planning and Zoning

**Comments provided by Michele Janiszewski, janiszewskim@mountdora.gov**

1. LDC Section 6.4.2 (1), states “all development is required to be on central sewer except as stipulated in subsection 6.4.3.”
2. LDC Section 6.4.3 (1), states that septic tanks are not permitted when central sewer is available on the following basis:

Septic tanks are not permitted when central sewer is available on the following basis:

|                                     |                   |
|-------------------------------------|-------------------|
| Single-family residential           | Within 200 feet   |
| Minor subdivisions                  | Within 500 feet   |
| Minor site plans                    | Within 1,000 feet |
| Site plans less than 10,000 sq. ft. | Within 1,000 feet |

The project is located within 1,000 feet of central sewer which means central sewer is considered available for the property. As such, septic tanks and any other form of wastewater treatment mechanisms would be prohibited on the property with the exception of central water.

Should the application proceed with the proposed wastewater device, Staff will not be able to support the application.

3. Pursuant to LDC Section 6.10.4 (b), capacity reservation is an option for rezoning applications. If seeking to reserve capacity at this point in time, please complete the enclosed Concurrency application with application fees and request the reservation of capacity. Please be advised, the drainage fixture unit (DFU) worksheet will need to be completed to determine the capacity reservation fees. If not reserving capacity at this time, please complete the enclosed non-concurrency affidavit.
4. Pursuant to LDC Section 6.10.5 (5), if the capacity of available public facilities is less than the capacity required to maintain the level of service standard for the impact of the development, the concurrency test is not passed and the applicant shall select one of the following options:
  - a. Amend the application to reduce the need for public facilities to the capacity that is available; or
  - b. Arrange to provide for public facilities that are not otherwise available; or
  - c. Reapply for a certificate of capacity not less than six months following the denial of an application for a certificate of capacity; or
  - d. Appeal the denial of the application for a certificate of capacity, pursuant to the provisions of subsection 6.10.10.
5. Sec. 44-344, Mount Dora Code of Ordinances, states that no septic tank shall be constructed within 200 feet of the sewer line.
6. Planning Staff recommends the following language to include in the PUD Ordinance Amendment the following language: PUD Expiration: Extend the PUD Expiration date from the standard one (1) year from date of approval to four (4) year PUD Expiration from date of approval.
7. Based on the Trip Generation Memorandum, prepared by Traffic Planning and Design, Inc. and dated February 29, 2024, the development is anticipated to generate 78 daily, 5 A.M. and 8 P.M. new trips. As such, a Tier 2 Traffic Study will be required with the Site Plan Application.
8. Elevations of the proposed buildings will be reviewed for the criteria established in LDC Section 6.13 with the Site Plan application.
9. Please be advised, the northern portion of the property is not within a floodzone nor an identified wetland system, but if wetlands are identified during site development, the site plan may need to be modified to provide the appropriate wetland buffers.

**City Water and Sewer Utilities**

**Comments provided by Josh Kramm, [krammj@mountdora.gov](mailto:krammj@mountdora.gov)**

1. As of printing of this report, the city of Mount Dora does not have wastewater treatment capacity at WWTP#2 to serve new developments. The city is reviewing options to increase wastewater treatment capacity and other facility improvements.
2. Plans do not show the septic tank design, layout of the tank, layout of the drain field and relation to other utilities including but not limited to water, storm water, and sanitary.
3. Include unobstructed dimensions of the leach field.
4. There is a note about a dry line but the details of this line are not shown.
5. Provide sanitary calculations.
6. Provide potable water calculations, main connections, and system review of impacts, conflicts, and demand.
7. Show right-of-ways and easements with measurements to proposed sanitary, septic, storm, potable water, leach fields, unobstructed areas around leach field, etc.
8. On the sheet labelled A-511 there is a note in the top left corner regarding a reported sanitary line that runs through the property. This reported line is not recorded and is a private connection between neighboring properties on either side and as such would not be located by utilities. The developer should be required to estimate the location of this connection and verify its alignment. The developer would then be required to make provisions to address the relocation of the private sanitary line.

*{Rest of Page Intentionally Left Blank}*



**Informational Comments**

**The Offices or Departments of the City involved with the review process have provided informational comments to inform the applicant of Code requirements and/or processes that will be required as the project moves forward in the development process. The informational comments are listed below.**

**Planning and Zoning**

**Comments provided by Michele Janiszewski, [janiszewskim@cityofmounddora.com](mailto:janiszewskim@cityofmounddora.com)**

1. Once approved, the property will need to apply site plan approval and a site development permit prior to commencing construction activities.
2. Pursuant to LDC Section 3.4.5 (7), Planned Unit Developments:  
Special Provisions: The planning and zoning commission and city council may deny the planned unit development application or return the PUD to the applicant for revisions. Planned unit developments are not guaranteed or a given by right. Consideration of a PUD is at the sole discretion of the city and may be rejected or denied for any reason including variations to existing development standards such as, but not limited to, building height, floor-area ratio, landscaping requirements, etc.
3. This application is for PUD Amendment, which proposes to amend the PUD Ordinance #2022-14 for Vedder Holsters PUD to a new mini-warehouse use for flex-space storage. This amendment requires a revised Master PUD Plan to show the proposed uses and site design, establishing building design and site standards. The PUD Amendment and Master Plan shall be presented to the Planning and Zoning Commission (PZC) for recommendation and to the City Council for two readings at public hearing for final approval. Please be advised PUD Approval does not constitute a reservation of capacity.
4. When the PUD Amendment is approved, a site plan application shall be submitted to the Office of Planning and Zoning for site plan review. The Site Plan application shall be presented to the Planning and Zoning Commission for approval. Please be advised PUDs expire after one (1) year from PZC approval. Capacity is reserved at the time of final development order /site plan approval.
5. When the Site Plan is approved, a site development permit shall be obtained within the one (1) year of site plan approval. Construction shall conclude within two (2) years of obtaining site development permit.

**Electric Utility**

**Comments provided by Steve Langley, [langleys@mountdora.gov](mailto:langleys@mountdora.gov)**

1. Subject property is within the City of Mount Dora's service area for electricity.
2. Per City Ordinance all electric infrastructure required to serve the new facilities will be at the cost of the developer.
3. Close coordination will be required with the City Electric Department prior to and during construction to establish electric service. Owner/builder/developer must follow the rules and procedures contained in the document "Rules and Procedures for Electric Service" which may be downloaded from the City web site [www.cityofmountdora.com](http://www.cityofmountdora.com). These rules include the required submission of electrical load information, and mandatory meetings with the Electric Department to determine the type of electric service and locations of all facilities. Complete details are contained in the "Rules and Procedures for Electric Service" that are contained in a PDF file that can be accessed through the following page links: Departments | Public Works and Utilities | Engineering | Standard Utility Details | Electric Service - Rules and Procedures (link to PDF File). This document may also be obtained from the City Building Department or the City Electric Department.

**Building Services – Flood Review**

**Comments provided by Ryan Morgan, [morganr@mountdora.gov](mailto:morganr@mountdora.gov)**

Property is located within floodzone X which is outside the Special Flood Hazard Area (MJ).

**Lake County Public Works**

**Comments Provided by Seth Lynch, [slynch@lakecountyfl.gov](mailto:slynch@lakecountyfl.gov)**

No Comments.

ATTACHMENT #1

AGENT LETTER

TO: City of Mount Dora Planning & Development Department

This will serve as written authorization for Robby Joshi to act as agent for the purpose of submitting and processing of a PUD Amendment for the 4.91ac property located at 1649 Lincoln Avenue, Mount Dora, FL 32757.

Signed:



Mike Vedder

3-1-24

Date

NOTARY PUBLIC

STATE OF FLORIDA

Date: March 1<sup>st</sup>, 2024

Before me, the undersigned authority, personally appeared Michael Vedder, who acknowledges that he is appointing Robby Joshi to act as his agent for the purpose of submitting for a PUD Amendment application for the above referenced property. Michael

Vedder is known to me ✓ or produced identification (type) \_\_\_\_\_ on this 1<sup>st</sup> day of March, 2024.

Signed:



Notary Public – State of Florida



Rachel E Minihan  
Comm.: HH 454225  
Expires: Oct. 15, 2027  
Notary Public - State of Florida<sup>a</sup>



CITY OF  
MOUNT  
DORA

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](mailto:plandev@cityofmountdora.com)

**PLANNED UNIT DEVELOPMENT (PUD) AMENDMENT  
APPLICATION**

Date: March 5, 2024 Project Name: Mount Dora Small Bay Warehouses

Amendment: (1st, 2nd, 3rd, 1st)

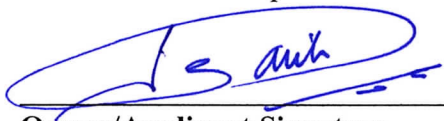
1. Applicant's Name: Robby Joshi  
Company's Name: Metro Architecture Partnership  
Address: 5401 South Kirkman Road  
City, State & Zip: Orlando, FL 32819  
Phone: (407) 354-4477 E-mail: Robby@Archenics.com
  
2. Property Owner's Name(s): Lincoln 1649 LLC  
Company's Name: Lincoln 1649, LLC  
Address: 24019 Green Gardens Court  
City, State & Zip: Mount Dora, FL 32757  
Phone: N/A E-mail: N/A
  
3. Engineer's Name: Farid J. Tawill, PE  
Company's Name: Tawill Engineering, Inc.  
Address: 6312 Buford Street #702  
City, State & Zip: Orlando, FL 32835  
Phone: (407) 399-1161 E-mail: tawillinc@aol.com
  
4. Landscape Architect: Randy Buchanan  
Company's Name: Landscape Dynamics  
Address: PO Box 2852  
City, State & Zip: Winter Park, FL 32790  
Phone: (407) 579-1811 E-mail: randeyebuchanan@gmail.com

## ATTACHMENT #1

5. The property generally located and list adjacent streets: Lincoln Avenue
6. Size of property in Acres: 4.92 AC Square Feet: 214,492.59 SF
7. Zoning District: PUD Future Land Use Category: Light Industrial / Warehouse
8. Provide description of the proposed use: Light manufacturing, warehouse and office
9. State the reason for this request (attach written summary if additional space is needed):  
Previous PUD approval extended expired with a PUD Plan amendment.
10. Has an application been filed within the last 12 months (describe, if yes)? No
11. Provide justification (include data, analysis, etc): Coordination with consultants introduced the potential benefits of modifying the previous approved PUD with appropriate amendments.

### CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal pursuant to the City's Land Development Code. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

  
Owner/Applicant Signature

03/05/2024.  
Date



TO: Planning Department  
City of Mt. Dora, FL

FROM: Mina Atassi, E.I.  
Turgut Dervish, P.E.

DATE: February 29, 2024

RE: **Trip Generation Memorandum**  
**G3 Mini-Warehouse Development Mt. Dora**  
TPD No. 5908

This trip generation memorandum is provided in support of a G3 Warehouse development in the City of Mount Dora, Florida. The site is located on Lincoln Avenue approximately 1,000 feet west of US 441. **Figure 1** depicts the site location. The proposed development will consist of 54,000 square feet of mini-warehousing space which includes 4,058 square-feet of small office spaces for warehouse operation. The estimated completion year of the project is 2025. Access to the site will be provided via two full access driveways on Lincoln Avenue. **Figure 2** provides a preliminary conceptual plan.

### Trip Generation

The trip generation of the proposed development was calculated with the use of data from the *11th Edition of the Institute of Transportation Engineers (ITE) Trip Generation Manual*. The results of the trip generation calculations are summarized in **Table 1** and ITE trip generation sheets are included in **Attachment A**. As shown in the table, the project is expected to generate 78 daily trips of which 5 will occur in the A.M. peak hour and 8 will occur in the P.M. peak hour.

**Table 1: Trip Generation Summary**

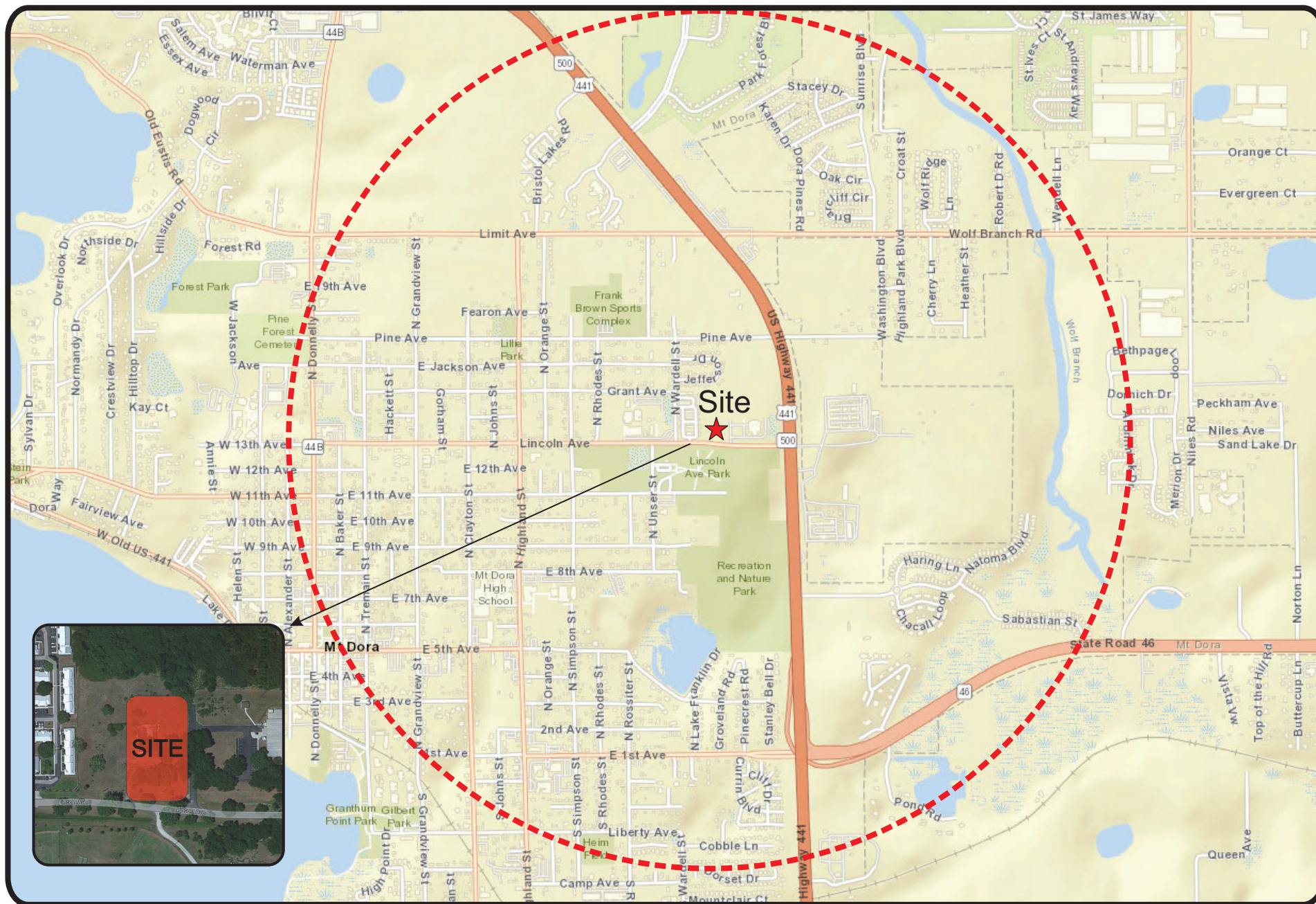
| LUC             | Land Use       | Size<br>(KSF)<br>(1) | Daily    |       | AM Peak Hour |       |      |       | PM Peak Hour |       |      |       |
|-----------------|----------------|----------------------|----------|-------|--------------|-------|------|-------|--------------|-------|------|-------|
|                 |                |                      | Rate (2) | Trips | Rate (2)     | Enter | Exit | Total | Rate (2)     | Enter | Exit | Total |
| 151             | Mini-Warehouse | 54.000               | 1.45     | 78    | 0.09         | 3     | 2    | 5     | 0.15         | 4     | 4    | 8     |
| Total New Trips |                |                      |          | 78    | --           | 3     | 2    | 5     | --           | 4     | 4    | 8     |

Notes:

(1) KSF = 1,000 square feet

(2) ITE rates used



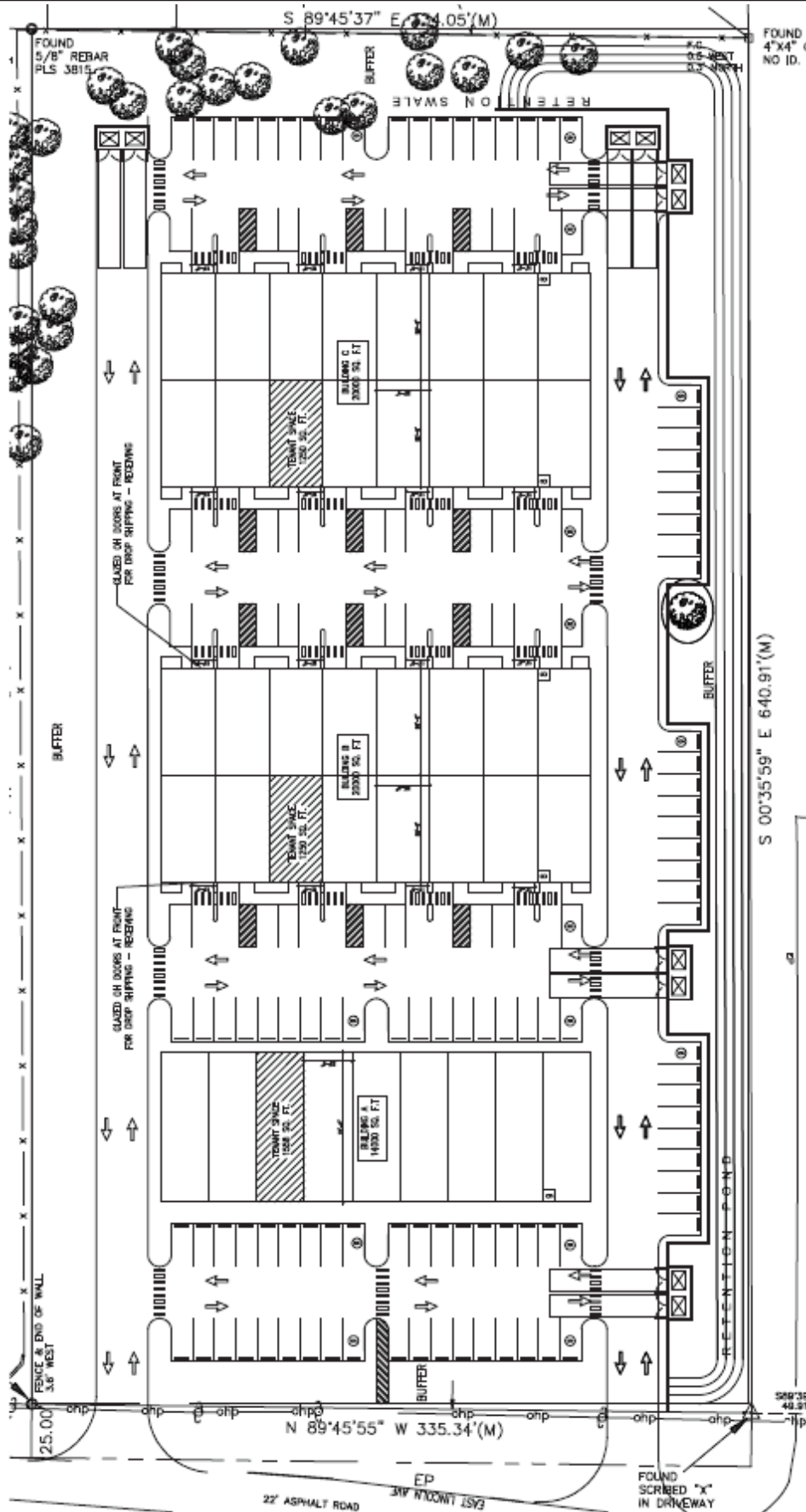


G3 Mini-Warehouse Development  
Project № 5908  
**Figure 1**

**Site Location**



ATTACHMENT #1



G3 Mini-Warehouse Development  
Project № 5908  
**Figure 2**





## ATTACHMENT #1

G3 Mini-Warehouse Development  
Trip Generation Memorandum  
February 29, 2024  
TPD No. 5908  
Page 4

### Conclusions

The proposed development consists of 54,000 square feet of mini-warehouse space which includes office space that serves the warehouse's daily operation. The proposed project's trip generation (78 daily, 5 A.M. and 8 P.M. new trips) is believed to have minimal impact on the roadway segments within the project's area of influence. As shown in **Table 2**, the project will consume less than 1% of the adjacent roadway capacity on Lincoln Avenue.

| Roadway Segment       | Lanes | Adopted (2-Way) |            | Project Trips |        | Significance |
|-----------------------|-------|-----------------|------------|---------------|--------|--------------|
|                       |       | LOS*            | Capacity** | %             | Volume |              |
| Lincoln Ave           |       |                 |            |               |        |              |
| US 441 to Donnelly St | 2 LU  | E               | 1,230      | 100%          | 8      | 0.65%        |

\* Based on the City's Comprehensive Plan

\*\* Based on FDOT's QLOS Tables. 2023 for area type C2

As documented herein, the adjacent roadway segment has ample capacity to accommodate the new trips generated by the proposed project. Therefore, an exemption from a Tier 1 Traffic Impact Analysis is requested.



# ATTACHMENT #1

## **Attachment A**

### **Trip Generation Information**

# Mini-Warehouse (151)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA  
On a: Weekday

Setting/Location: General Urban/Suburban

Number of Studies: 16

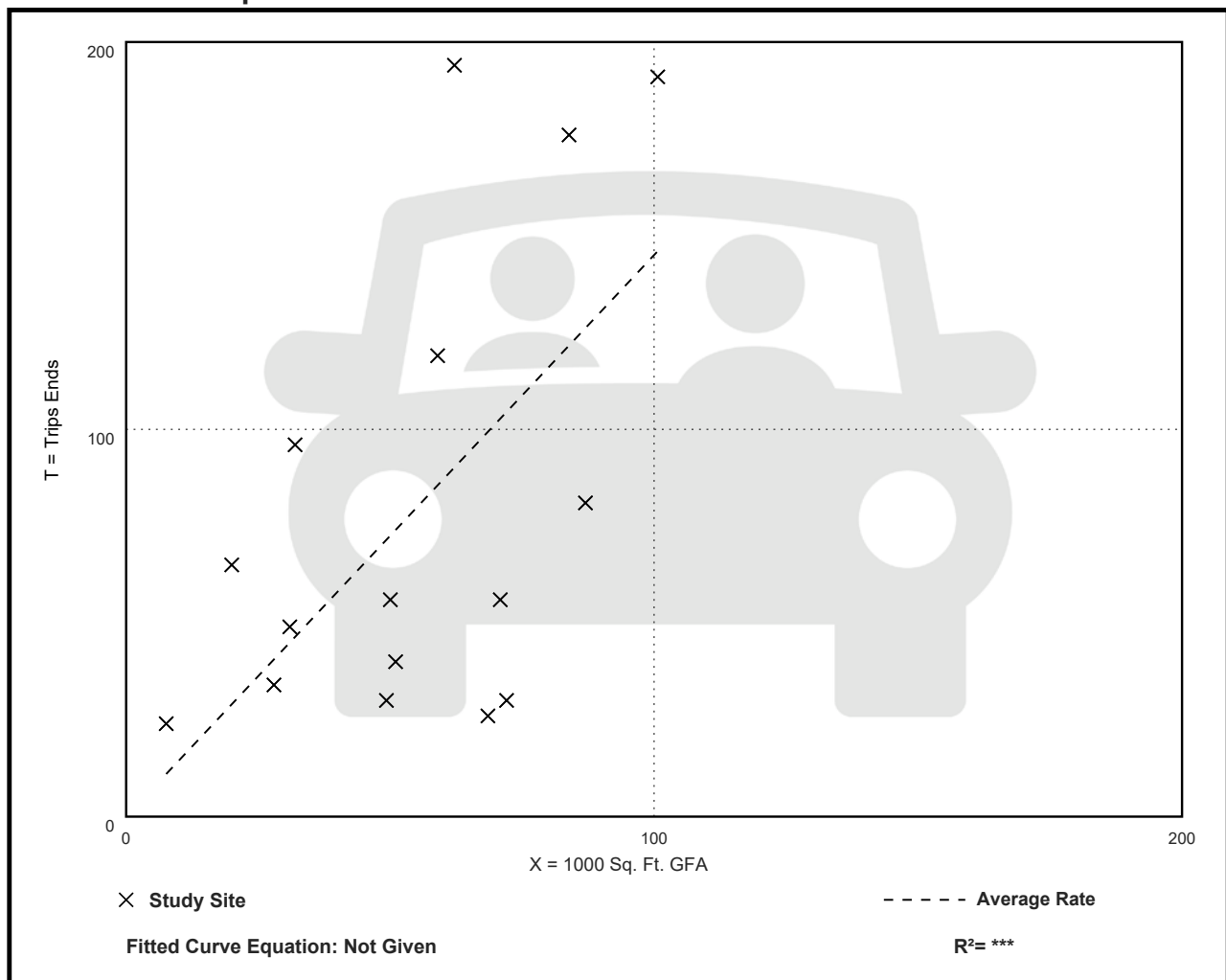
Avg. 1000 Sq. Ft. GFA: 55

Directional Distribution: 50% entering, 50% exiting

## Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 1.45         | 0.38 - 3.25    | 0.92               |

## Data Plot and Equation



# Mini-Warehouse (151)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 7 and 9 a.m.

Setting/Location: General Urban/Suburban

Number of Studies: 13

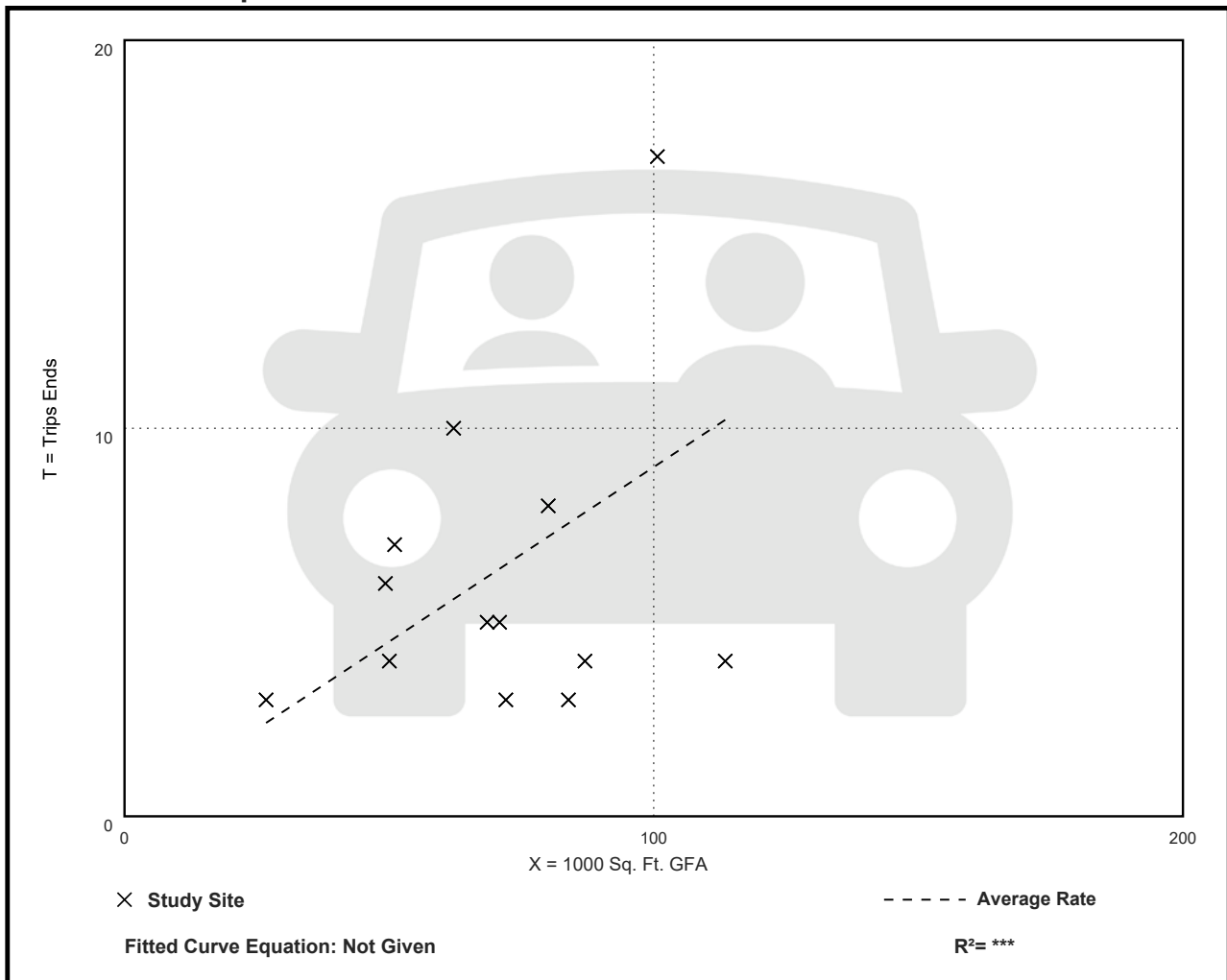
Avg. 1000 Sq. Ft. GFA: 70

Directional Distribution: 59% entering, 41% exiting

## Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 0.09         | 0.04 - 0.17    | 0.05               |

## Data Plot and Equation



# Mini-Warehouse (151)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 4 and 6 p.m.

Setting/Location: General Urban/Suburban

Number of Studies: 18

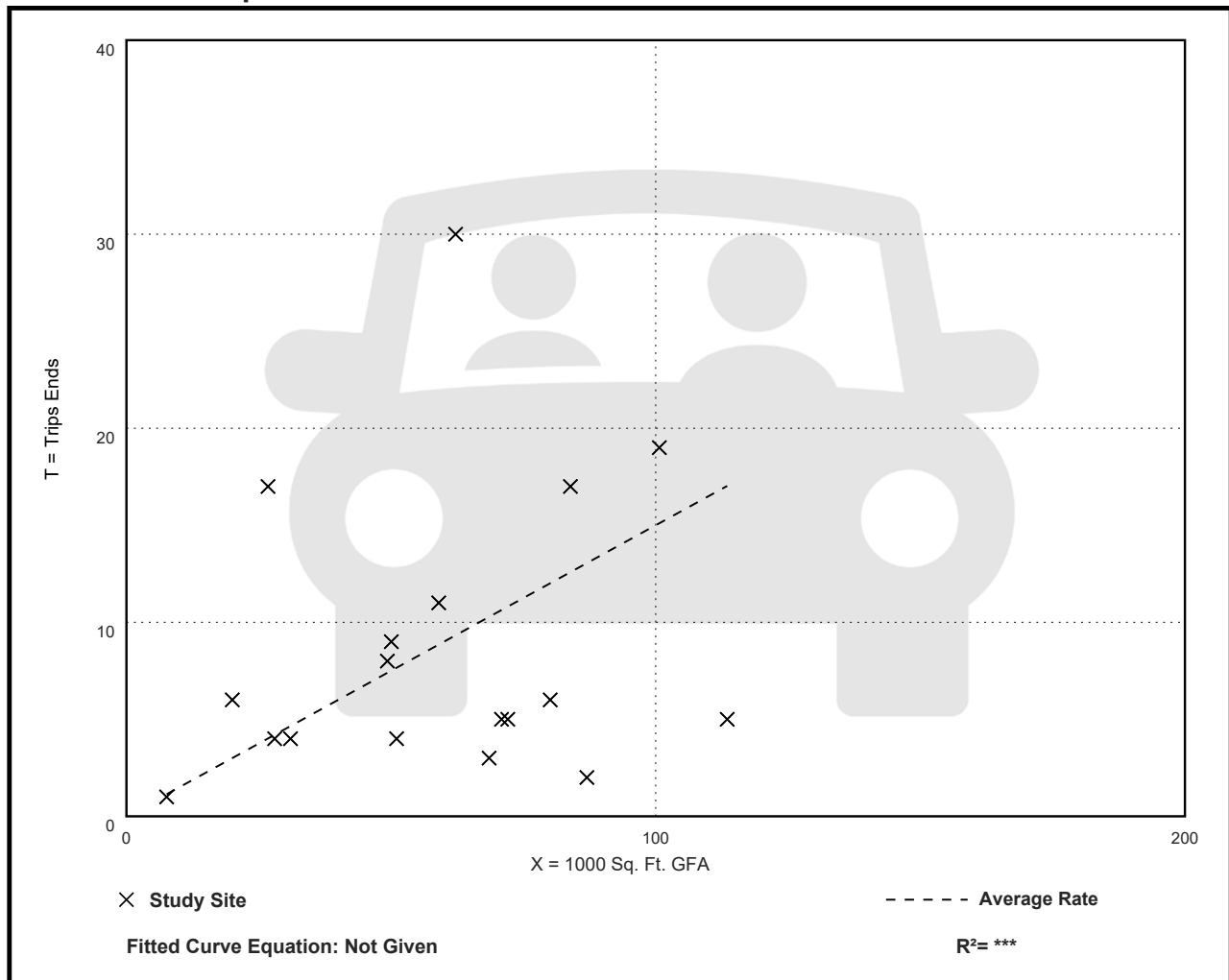
Avg. 1000 Sq. Ft. GFA: 59

Directional Distribution: 47% entering, 53% exiting

## Vehicle Trip Generation per 1000 Sq. Ft. GFA

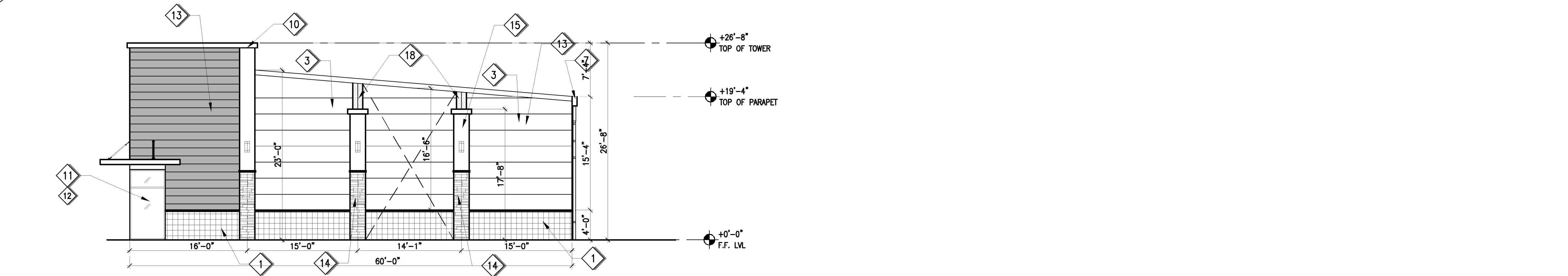
| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 0.15         | 0.02 - 0.64    | 0.14               |

## Data Plot and Equation





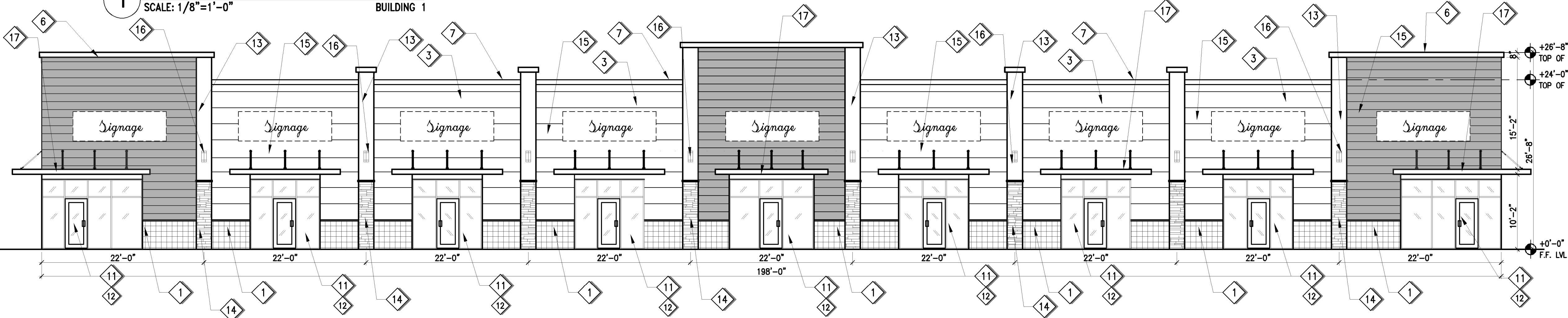
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**1 SIDE ELEVATION**

SCALE: 1/8"=1'-0"

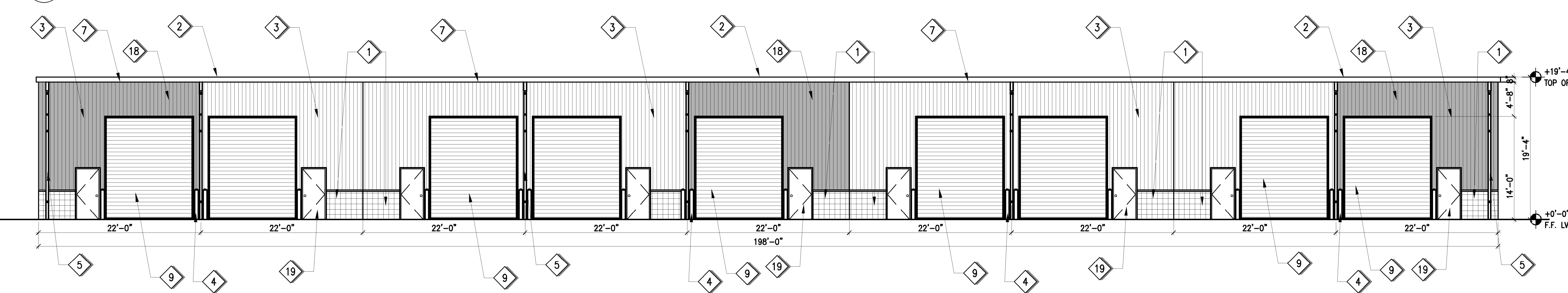
BUILDING 1



**2 NORTH ELEVATION**

SCALE: 1/8"=1'-0"

BUILDING 1



**3 SOUTH ELEVATION**

SCALE: 1/8"=1'-0"

BUILDING 1

**GENERAL NOTES**

1. REFER TO SHEET COVER SHEET FOR ADDITIONAL GENERAL NOTES AND PROJECT DATA
2. ALL EXTERIOR STUCCO SURFACES SHALL BE WITH FINISHED TEXTURED STUCCO PAINTED PER OWNER'S SELECTION. ALL BANDING, TRIMS AND PROJECTION MOLDINGS SHALL BE SMOOTH FINISH PAINTED.
3. ALL STUCCO AND EXPOSED CMU WALLS SHALL RECEIVE AN ELASTOMERIC 18 MIL PAINT COATING MINIMUM. EXTERIOR PAINT SHALL INCLUDE M1 ADDITIVE TO PREVENT MILDEW AND FUNGUS GROWTH.
4. PAINT SHALL BE SHERWIN WILLIAMS AS PER SPECIFICATIONS WITH MIN. 10 YEAR CERTIFIED WARRANTY OR APPROVED EQUAL.
5. PROVIDE A CLEAR WATER PROOFING SEALER UPON FINAL COAT OR PRIOR TO PAINT APPLICATION AS RECOMMENDED BY PAINT MANUFACTURER IN MINIMUM THICKNESS TO ACHIEVE A COMPLETE 10 YEAR CERTIFIED WARRANTY OF FINISH APPLICATION
6. ALL METAL SURFACES SHALL BE PAINTED WITH ENAMEL BASE. SEE PAINT SPECIFICATIONS.
7. CONTRACTOR SHALL PROVIDE MANUFACTURER'S DATA CUT-SHEETS FOR ALL EXTERIOR LIGHT FIXTURES FOR APPROVAL BY ARCHITECT AND OWNER PRIOR TO PURCHASE AND INSTALLATION
8. CONTRACTOR SHALL PAINT ALL EXPOSED PIPES, CONDUCTS, DISCONNECTS & JUNCTION BOXES TO MATCH ADJACENT SURFACE WHERE THEY OCCUR AND ARE EXPOSED TO VIEW.
9. CONTRACTOR SHALL PROVIDE EVIDENCE FOR COMPLIANCE TO COMPONENTS AND CLADDING WIND RESISTANCE REQUIREMENTS BY PROVIDING A COPY OF NOTICE OF ACCEPTANCE FROM STATE OF FLORIDA AND OR ENGINEERED SHOP DRAWINGS FOR APPROVAL BY THE ARCHITECT AND COUNTY OFFICIALS PRIOR TO ORDERING AND CONSTRUCTION.
10. ELEVATION HEIGHTS ARE FOR REFERENCE ONLY TO THE ARCHITECTURAL DRAWINGS. SEE CIVIL PLANS AND SITE SURVEY DRAWINGS FOR ACTUAL FLOOR HEIGHT ABOVE SEA LEVEL. COORDINATE ELEVATION HEIGHTS WITH CIVIL DRAWINGS AND CONTACT ARCHITECT OF RECORD IF HEIGHTS DIFFER.
11. NO EXTERIOR WALL OR TENANT SIGNAGE IS INCLUDED IN THIS PACKAGE. ALL SIGNS MUST BE PERMITTED SEPARATELY BY A SIGN CONTRACTOR. CONTRACTOR SHALL PROVIDE ADEQUATE BACKING MATERIAL AND POWER JUNCTION BOX FOR FUTURE SIGN INSTALLATIONS. ALL BUILDING SIGNS SHALL BE COMPLIANT TO APPLICABLE CODE ORDINANCE. SIGN CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR REVIEW AND APPROVAL PRIOR TO INSTALLATIONS.
12. FURNISH AND INSTALL LOUVERS WHERE SHOWN ON HVAC PLANS - CENTERED IN SPACE PROVIDED WITH AESTHETIC CONSIDERATIONS. LOUVERS SHALL BE WIND DRIVEN RAIN RESISTANT STATIONARY TYPE WITH INSECT SCREEN. COORDINATE LOCATION AND INSTALLATION WITH MECHANICAL DRAWINGS.

**KEYED NOTES**

- 1 MAINCOAT ELASTOMERIC COATING OVER CMU BLOCKS W/ SINGLE SCORING
- 2 PRE-FINISHED STANDING SEAM METAL ROOF SYSTEM BY STEEL BUILDING VENDOR. INSTALL PER MFR RECOMMENDATIONS.
- 3 INSULATED PRE-FINISHED EXTERIOR METAL WALL PANEL OVER Z-GIRT BY STEEL BUILDING VENDOR AS AN INTEGRAL BUILDING PACKAGE.
- 4 4' HIGH - 6" DIA. EXTRA STRONG GALVANISED STEEL PIPE BOLLARD FILLED W/ CONC. UNLESS NOTED OTHERWISE
- 5 6"x6" DOWNSPOUTS, ATTACHED WITH U-CLIPS AT 32"O.C. CONNECTED TO COLLECTIVE DRAINAGE PIPE. COORDINATE WITH CIVIL DRAWINGS.
- 6 PRE-FORMED PRE-FINISHED (CLEAR ANODIZED) ALUMINUM PARAPET FLASHING AT TOP OF FRONT FACADE WALL AND RETURN.
- 7 PRE-FORMED PRE-FINISHED GALV. ALUMINUM GUTTER SYSTEM 6" X 6" CONT.
- 8 3'-0" X 7'-0" ALUMINUM STOREFRONT DOORS WITH CLEAR GLAZING.
- 9 2" INSULATED SECTIONAL SPRINGLESS ALUMINUM WITH VIEW GLASS OVERHEAD DOOR THERMACORE SECTIONAL STEEL DOOR - MODEL 592- WITH R-17.5 MIN. OR APPROVED EQUAL. PROVIDE LIFTMASTER COMMERCIAL GRADE DOOR OPERATOR FOR FRONT OVERHEAD DOORS. DOOR SIZE AND LOCATION AS SHOWN ON ELEVATION.
- 10 APRON AND TRIMS TO MATCH FRONT ELEVATION ELEMENTS. TYP.
- 11 PRE-FINISHED ALUMINUM STOREFRONT WINDOW SYSTEM BY KAWNEER OR APPROVED EQUAL. PROVIDE COMPLETE SYSTEM WITH PACKAGE HARDWARE AND SELF CLOSING DEVICES ON THE INSIDE. 10" HIGH ADA TOE PLATE REQUIRED AT DOORS.
- 12 \*ALL EXTERIOR STOREFRONT SYSTEM GLAZING SHALL BE HIGH EFFICIENCY LOW-E DOUBLE LAYER 1/4" TEMPERED CLEAR GLAZING - TYPE 2009 "TRULITE" HAVING A U-FACTOR OF 0.29 AND SHGC OF 0.25 & VISIBLE LIGHT TRANSMITTANCE OF 70% OR APPROVED EQUAL. GLAZING SHALL WITHSTAND MAX WIND LOAD PER FBC 2017/140 MPH. CONTRACTOR TO SUPPLY GLASS SAMPLES & SPECS FOR OWNER/ARCHITECT APPROVAL PRIOR TO ORDERING. SEE WINDOW SCHEDULE FOR INFORMATION. \*SEE GLAZING CALCULATION
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- 14 ELDORADO STONE - OWNER SELECTED ARCHITECT APPROVED STACK STONE OR APPROVED EQUAL. APPLIED WITH MASTIC CEMENT TO AND MATCHING GROUT COLORS OVER STUCCO BROWN COAT AND INSTALLED PER MANUF. INSTRUCTIONS. STONEMWORK RETURN TO SIDES WITH MATCHING CORNER BLOCKS.
- 15 3" CONTINUOUS SCORING IN SYNTHETIC STUCCO SYSTEM WITH SAND FINISH FOR 6" HIGH CONT. BANDS. PAINT PER OWNER'S SELECTION OF PASTEL COLORS - EARTH TONES PER RENDERING APPROVED BY ARCHITECT.
- 16 BUILDING MOUNTED LIGHT FIXTURE - 10'-0" AFF. SEE ELEC DRAWINGS.
- 17 WALL MOUNTED PRE-ENGINEERED PRE-FINISHED METAL CANOPY WITH STANDING SEAM ROOF BY VENDOR
- 18 ACCENT PAINT PER ARCHITECT / OWNER SELECTION
- 19 3'-0" X 7'-0" METAL EXIT DOORS.

**ARCHENICS**  
METRO ARCHITECTURE PARTNERSHIP, INC.  
ARCHITECTURE - PLANNING - ENGINEERING - PROJECT MANAGEMENT  
5401 SOUTH KIRKMAN ROAD, STE 440, ORLANDO, FL 32819  
(407) 354-1477 - EMAIL: ROBBY@ARCHENICS.COM - WWW.ARCHENICS.COM  
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ROBBY R. JOSHI, RA, NCARB  
LIC #4410017518

MT. DORA SMALL BAY  
MINI WAREHOUSING  
1649 LINCOLN AVE  
MT. DORA, FLORIDA 32757  
MINI WAREHOUSING FACILITIES

| NO | DATE     | DESCRIPTION   |
|----|----------|---------------|
| 1  | 04/19/24 | CITY COMMENTS |
| 2  | 06/13/24 | CITY COMMENTS |
| 3  | 08/27/24 | CITY COMMENTS |
| 4  | 10/22/24 | CITY COMMENTS |

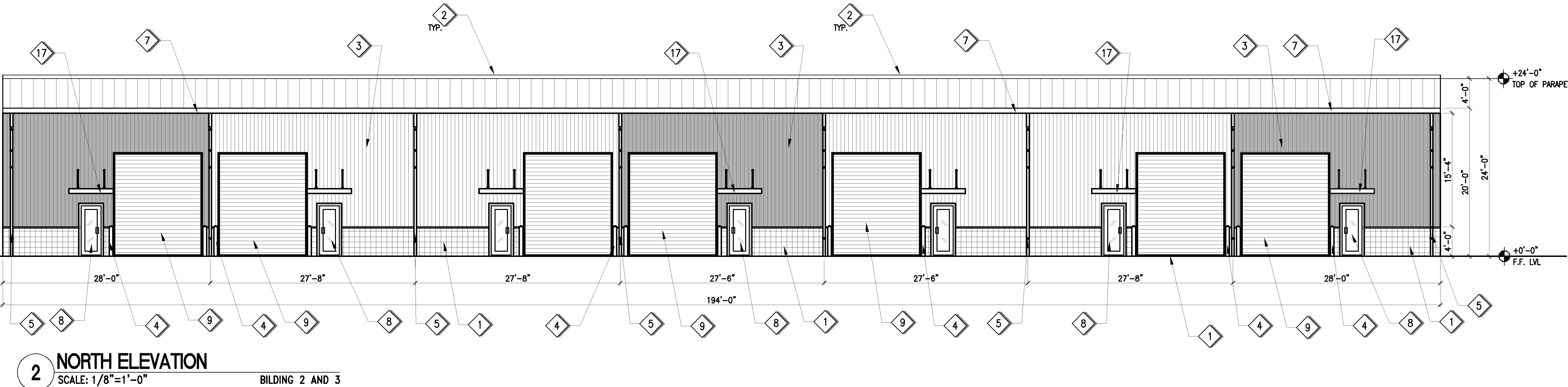
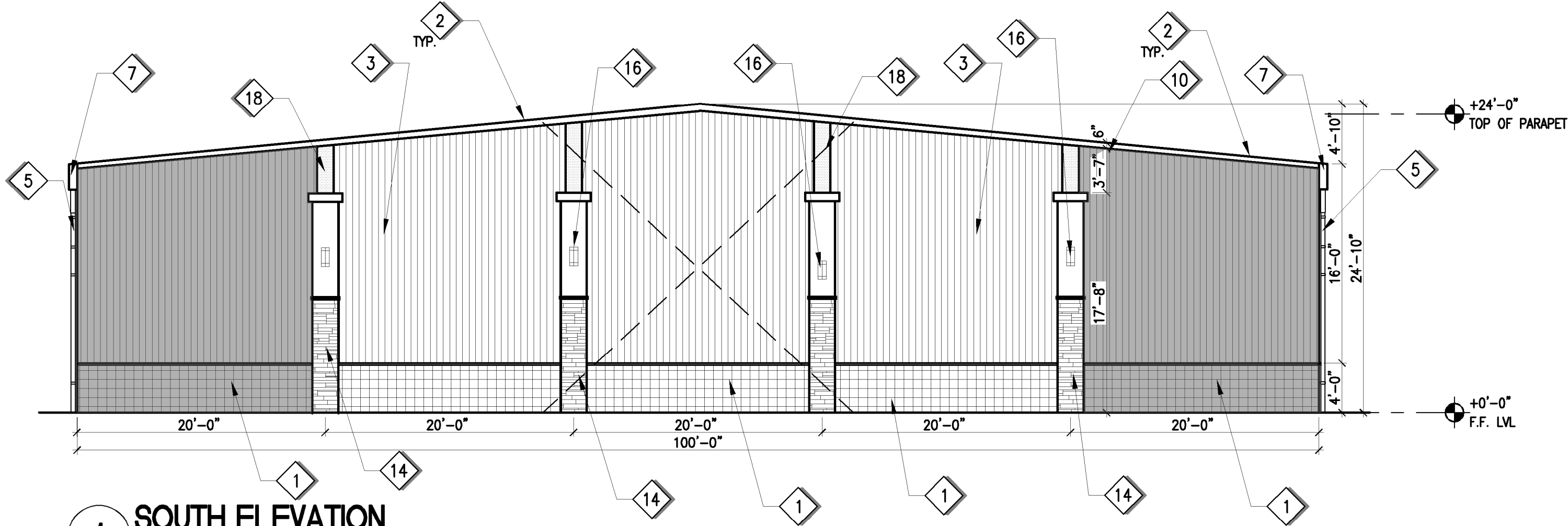
**EXTERIOR  
ELEVATIONS**

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| DRAWN       | PP       |
| DATE        | 02/29/24 |
| PROJECT NO. | 24-013   |

**A-311**



Thursday, November 7, 2024 11:29:40 AM  
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ROBBY R. JOSHI, RA, NCARB  
LIC #4410017518

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MINI WAREHOUSING FACILITIES

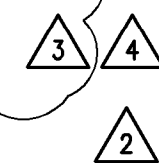
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| 2  | 06/13/24 | CITY COMMENTS |
| 3  | 08/27/24 | CITY COMMENTS |
| 4  | 10/22/24 | CITY COMMENTS |

**EXTERIOR ELEVATIONS**

|             |          |
|-------------|----------|
| DRAWN       | PP       |
| DATE        | 02/29/24 |
| PROJECT NO. | 24-013   |

**A-311.1**





Page 128 of 271



LANDSCAPE PLAN  
SCALE: 1" = N.T.S.

1

NORTH

22' ASPHALT ROAD

EAST LINCOLN AVENUE  
RIGHT OF WAY VARIES

BUFFER 1

BUFFER 2

BUFFER 3

BUFFER 4

BUFFER 5

BUFFER 6

RETENTION POND

RETENT G SWALE

BUILDING No. 1  
AREA - 14,000 SQ. FT.  
FFE - 170'-0"

BUILDING No. 2  
AREA - 18,400 SQ. FT.  
FFE - 170'-0"

BUILDING No. 3  
AREA - 19,400 SQ. FT.  
FFE - 170'-0"

**MT. DORA SMALL BAY  
MINI WAREHOUSING**  
1649 LINCOLN AVE  
MT. DORA, FLORIDA 32757

---

**MINI WAREHOUSING FACILITIES**

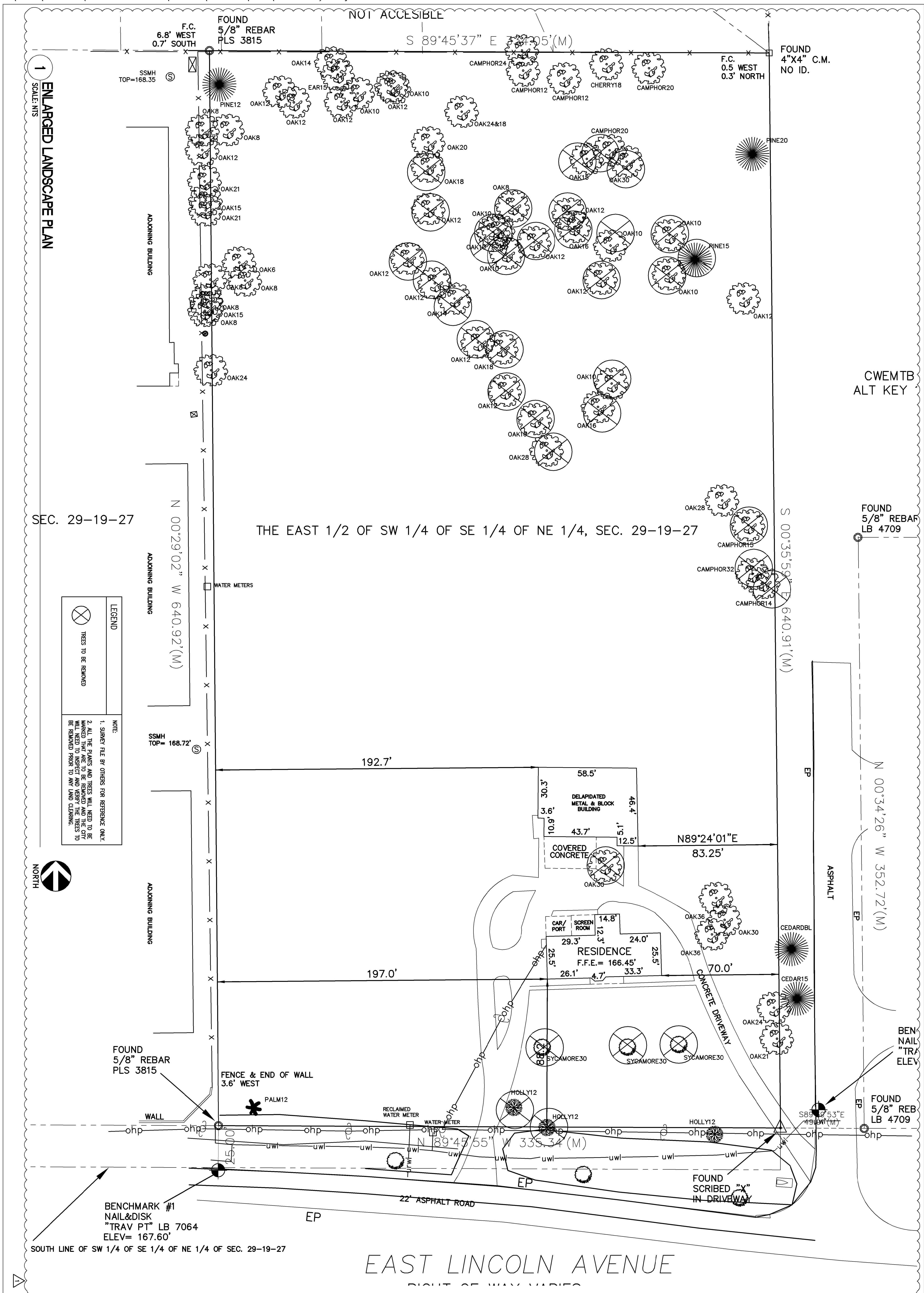
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| 2  | 06/13/24 | CITY COMMENTS |
| 3  | 08/27/24 | CITY COMMENTS |
| 4  | 10/22/24 | CITY COMMENTS |

## LANDSCAPE PLAN

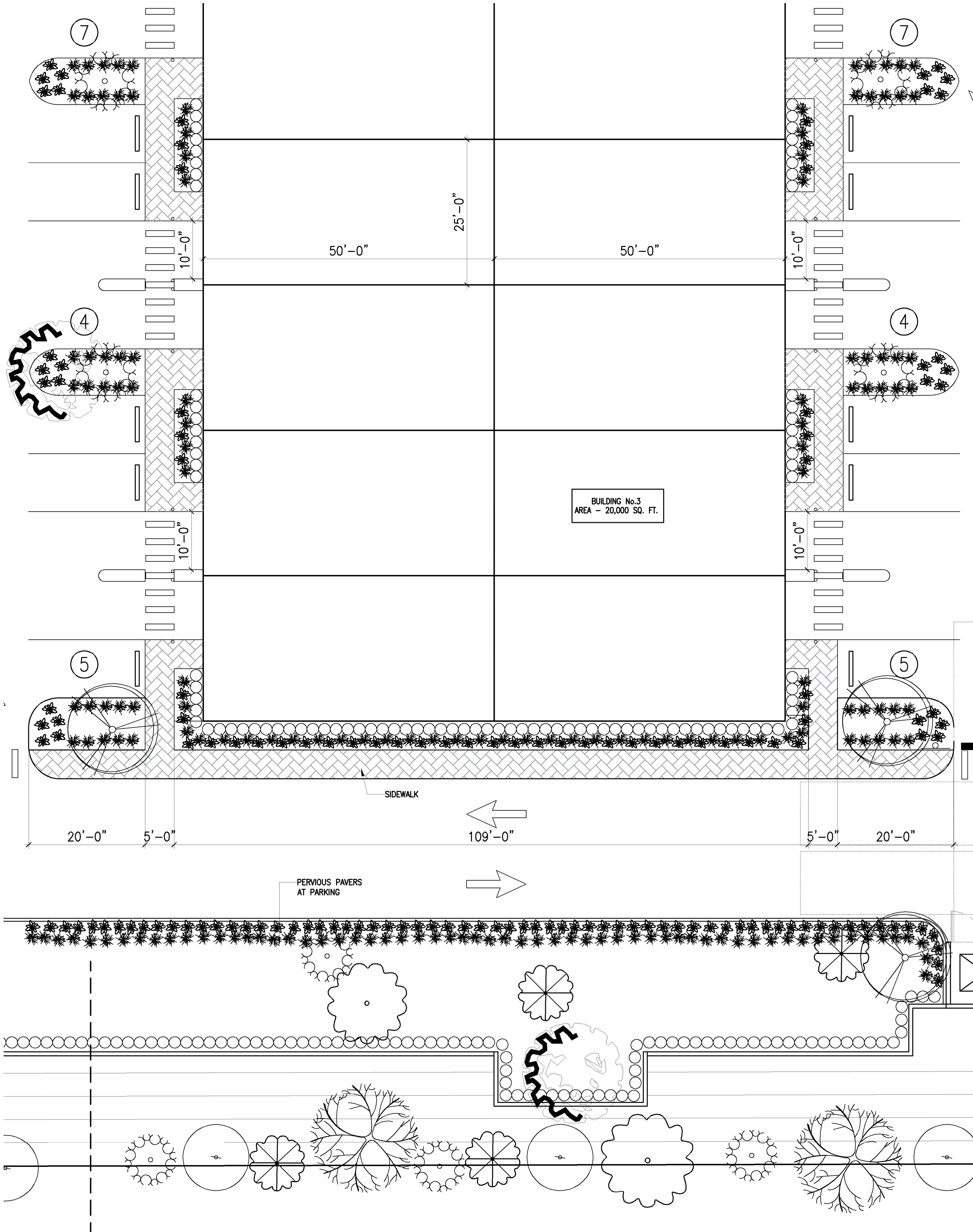
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| PROJECT NO. | 24-013   |

A-411

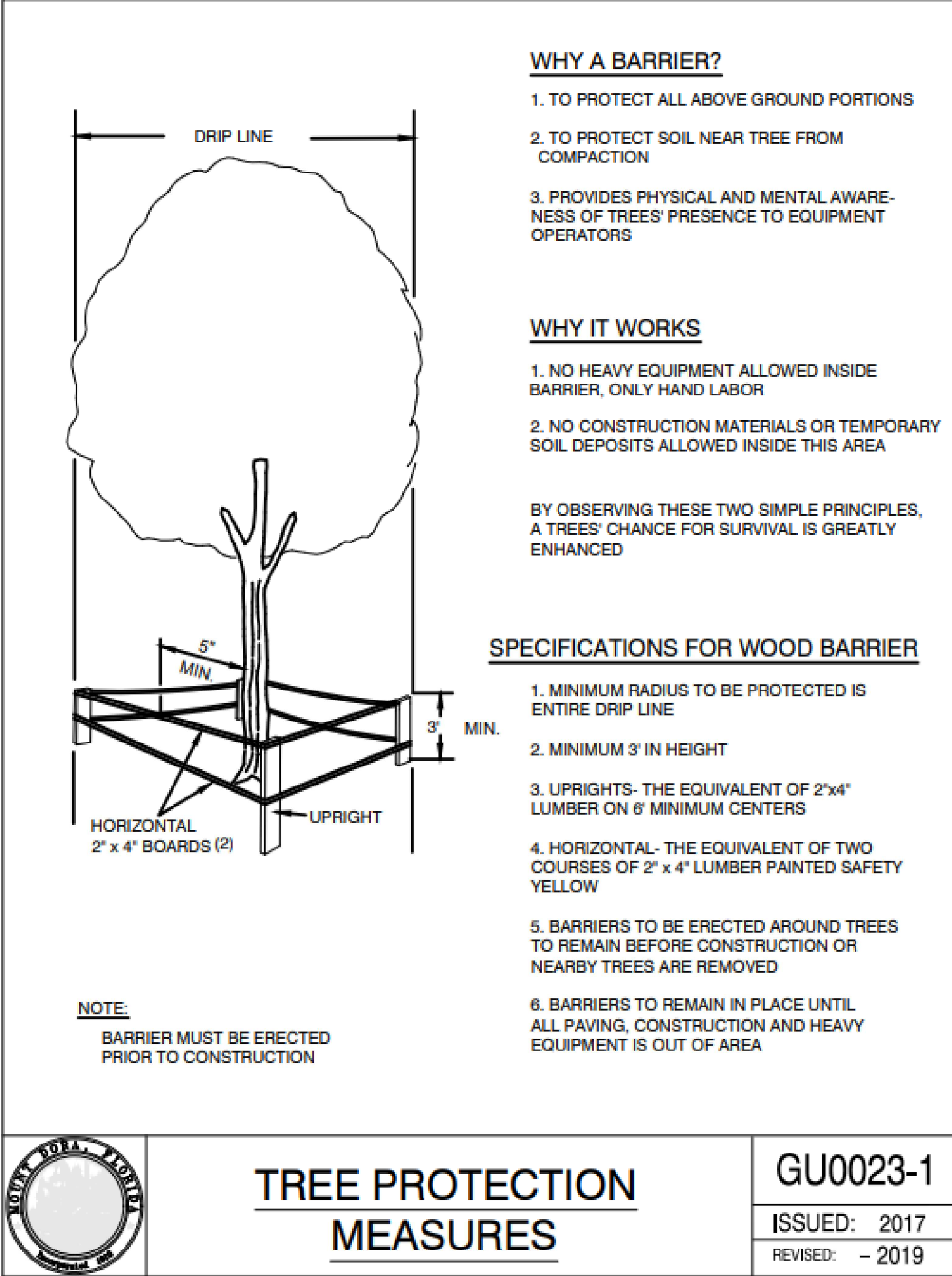








1 ENLARGED LANDSCAPE PLAN  
SCALE: N.T.S



2 TREE PROTECTION DETAIL - CITRY OF MT. DORA  
SCALE: N.T.S

| NO | DATE     | DESCRIPTION   |
|----|----------|---------------|
| 1  | 04/19/24 | CITY COMMENTS |
| 2  | 06/13/24 | CITY COMMENTS |
| 3  | 08/27/24 | CITY COMMENTS |

| LANDSCAPE DETAILS |          |
|-------------------|----------|
| DRAWN             | PP       |
| DATE              | 02/29/24 |
| PROJECT NO.       | 24-013   |

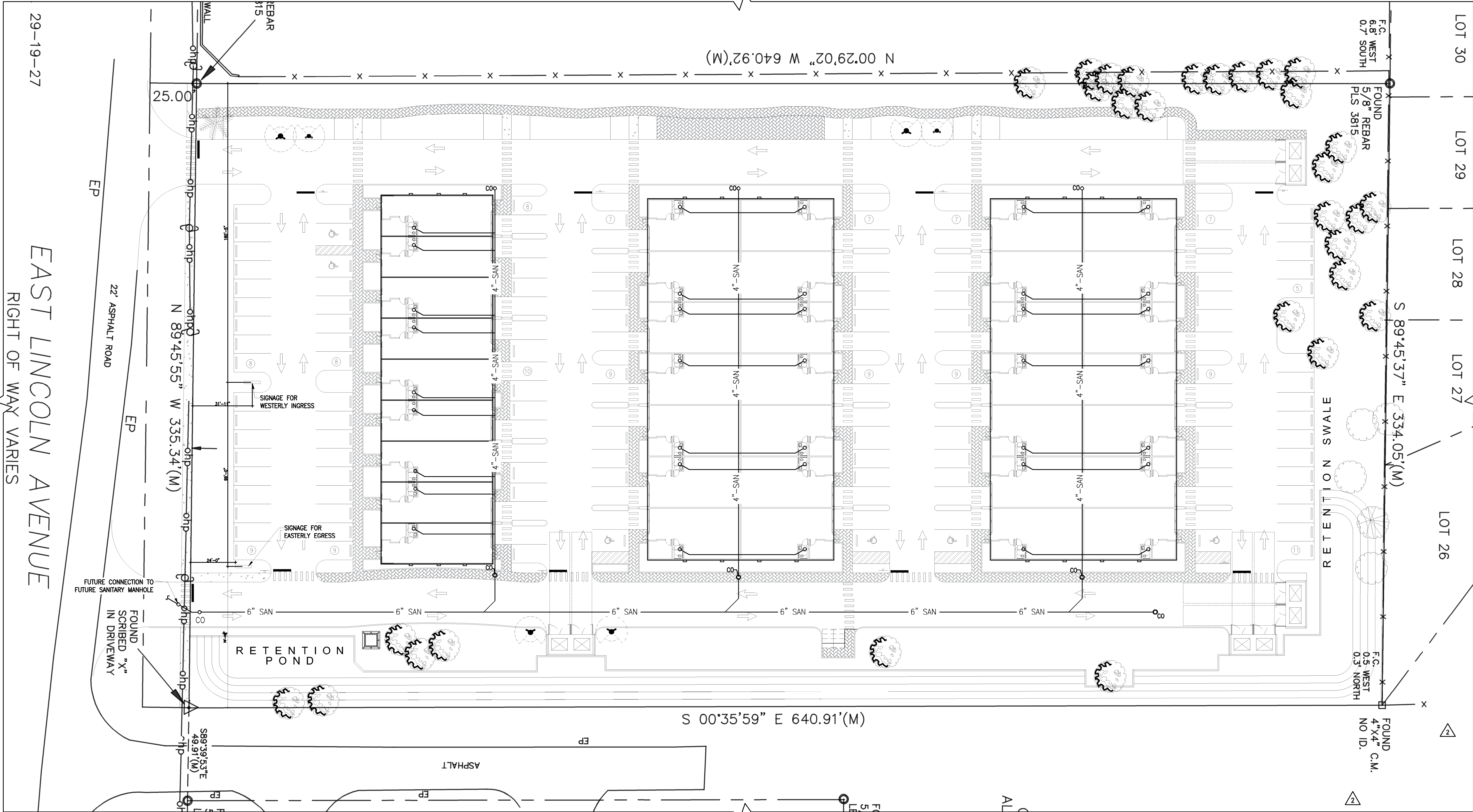


GENERAL NOTES

- AS PER CITY OF MOUNT DORA LDC 6.4.3.: SEPTIC TANKS ARE NOT PERMITTED. THEREFORE, THIS DEVELOPMENT DOES NOT PROPOSE TO USE SEPTIC TANKS.
- AS PER LETTER DATED AUGUST 16, 2024, CITY OF MOUNT DORA HAS STATED: THE CITY OF MOUNT DORA DOES NOT HAVE WASTEWATER TREATMENT CAPACITY AT WWTP#2 TO SERVE NEW DEVELOPMENTS OR SUBJECT DEVELOPMENT – CURRENTLY, CENTRAL SEWER SYSTEM FACILITIES ARE NOT AVAILABLE TO THE DEVELOPER AND SAID DEVELOPMENT. CITY RECOMMENDS FILING FOR CAPACITY RESERVATION VIA A CONCURRENCY APPLICATION PROCESS. DEVELOPER/OWNER AGREES TO FILE CONCURRENCY APPLICATION TO RESERVE CAPACITY WHEN CENTRAL SEWER FACILITY ARE MADE AVAILABLE.
- AS PER LETTER DATED AUGUST 16, 2024, CITY OF MOUNT DORA HAS STATED: THE CITY IS REVIEWING OPTIONS TO INCREASE WASTEWATER TREATMENT CAPACITY AND IMPLEMENT OTHER FACILITY IMPROVEMENTS – INDICATING THAT CENTRAL SEWER FACILITY WILL BE AVAILABLE IN FUTURE.
- AS PER CITY OF MOUNT DORA LDC 6.4.2.: APPLICANTS FOR DEVELOPMENT IN AREAS NOT ACCESSIBLE TO EXISTING SEWER SYSTEMS SHALL CONSTRUCT AND DEDICATE A DRY LINE SYSTEM TO THE CITY AND SUBMIT A PLAN FOR FUTURE TIE-IN TO THE APPROPRIATE AREA-WIDE SYSTEM, INCLUDING METHOD OF FINANCING THE TIE-IN. PROJECT PLANS INDICATE SUCH INTENT TO FUTURE TIE-IN FOR THE ENTIRE DEVELOPMENT WHEN CENTRAL SEWER FACILITIES ARE MADE AVAILABLE TO THE DEVELOPMENT.
- FINAL SITE CIVIL ENGINEERING PLANS SHALL PROVIDE FOR A DRY-LINE FOR FUTURE CONNECTION TO CITY OF MT. DORA'S CENTRAL SEWER FACILITY.

NOTE:

THERE ARE NO RECORDS OF THE EXISTING SANITARY LINE OR EASEMENTS GRANTED. UPON CONSTRUCTION PERMIT, SITE CONTRACTOR SHALL BE REQUIRED TO CALL "SUNSHINE 811" "CALL BEFORE YOU DIG" AND LOCATE THESE SAID SANITARY LINE OR A FORCE MAIN. A DRAWING INDICATING THESE EXISTING SANITARY LINES OR A FORCE MAIN SHALL THEN BE SUBMITTED AS A REVISED UTILITY PLAN AND NEW ROUTINGS OF SUCH SANITARY LINES SHALL THEN BE PROVIDED TO THE CITY AND UPON APPROVAL FOR THE RELOCATED ROUTING OF THE EXISTING SANITARY LINE, AN EASEMENT SHALL BE RECORDED TO ALLOW FUTURE MAINTENANCE. WE ESTIMATE THAT THE NEW SANITARY LINE SHALL RUN UNDER THE SIDEWALK ALONG SOUTHERN PROPERTY LINE OR JUST INSIDE ALONG THE PROPERTY LINE AND ALONG THE WESTERN PROPERTY LINE TO EXISTING POINTS OF CONNECTION AND MAINTAIN THE CURRENT POINT OF CONNECTION.



1 SANITARY SYSTEM LAYOUT  
SCALE: 1/25" = 1'-0"



**ARCHENICS**  
METRO ARCHITECTURE PARTNERSHIP, INC.  
ARCHITECTURE-PLANNING-ENGINEERING-PROJECT MANAGEMENT  
5401 SOUTH KIRKMAN ROAD, STE 440, ORLANDO, FL 32819  
(407) 354-4477 - EMAIL: ROBBY@ARCHENICS.COM - WWW.ARCHENICS.COM

ROBBY R. JOSHI, RA, NCARB  
LIC #A8-003704

MT. DORA SMALL BAY  
MINI WAREHOUSING  
1649 LINCOLN AVE  
MT. DORA, FLORIDA 32757  
MINI WAREHOUSING FACILITIES

| NO | DATE     | DESCRIPTION   |
|----|----------|---------------|
| 1  | 04/19/24 | CITY COMMENTS |
| 2  | 06/13/24 | CITY COMMENTS |
| 3  | 08/27/24 | CITY COMMENTS |
| 4  | 10/22/24 | CITY COMMENTS |

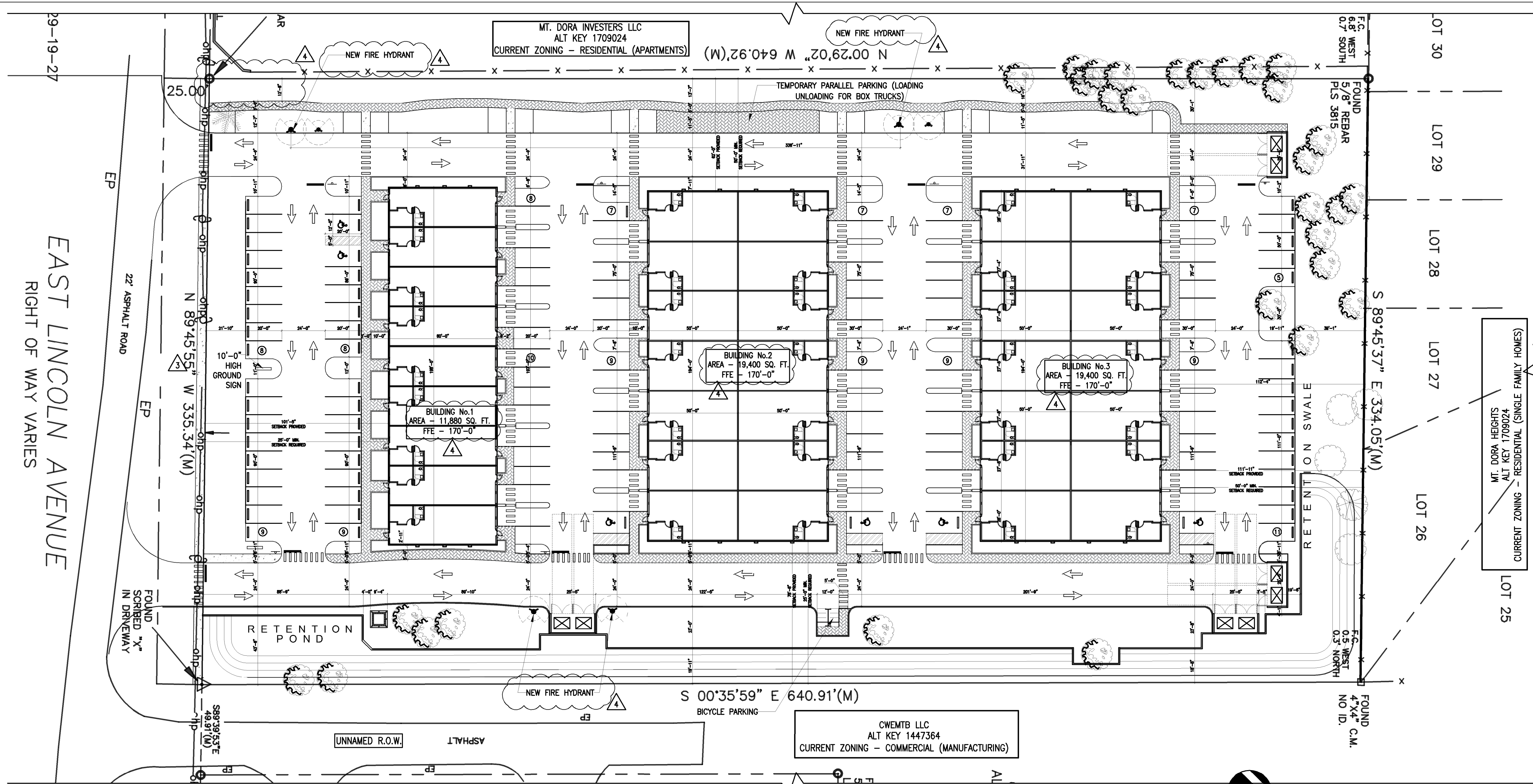
SANITARY  
SYSTEM  
LAYOUT

|             |          |
|-------------|----------|
| DRAWN       | PP       |
| DATE        | 02/29/24 |
| PROJECT NO. | 24-013   |

A-511



Wednesday, November 6, 2024 4:21:51 PM  
V:\PROJECTS\PROJECTS 2024\24-013-MT. DORA - SITE-DRG\02 GFC DOCS\02 DESIGN DEV\01 ARCH\A-110-Site-Data-Sheet.dwg



| LEGENDS |                                                                                                |
|---------|------------------------------------------------------------------------------------------------|
|         | PERVIOUS PAVERS TO ALLOW PERLOCATION. GC SHALL CONSULT ARCHITECT/OWNER FOR THE SPECIFICATIONS. |
|         | CONCRETE SIDEWALK                                                                              |
|         | CROSSWALK                                                                                      |

1 SITE KEY PLAN  
SCALE: 1/32" = 1'-0"

- PROJECT NAME: MT. DORA SMALL BAY FLEX SPACE WAREHOUSING
- OWNER / DEVELOPER  
LINCOLN 1649 LLC - Mr. Mike Vedder  
24019 GREEN GARDEN CT  
EUSTIS, FL 32736  
PHONE: 352-729-6749
- TOTAL SITE AREA:  
Total PUD: 4.92 AC (214,492.59 Sq. Ft.)  
EXISTING FUTURE LAND USE: HIGH DENSITY RESIDENTIAL  
PROPOSED USES: MINI WAREHOUSING (BUILDING 1, 2 & 3)
- MAXIMUM FLOOR AREA RATIO: 0.35 (75,072.41 Square Feet)  
PROPOSED FLOOR AREA RATIO: 0.236 (50,680.00 Square Feet)  
TOTAL BUILDING AREA PROPOSED: 50,680 SQ. FT.  
BUILDING No.1 = 11,880 Sq. Ft.  
BUILDING No.2 = 19,400 Sq. Ft.  
BUILDING No.3 = 19,400 Sq. Ft.
- IMPERVIOUS SURFACE AREA ALLOWED: 0.65  
Total PUD: 4.92 AC x 0.65 = 3,198 AC (139,304.88 Sq. Ft.)  
IMPERVIOUS SURFACE AREA PROPOSED: 0.64860  
Total PUD: 3.14 AC (136,802.9422 Sq. Ft.) / 4.92 AC = 0.63833 ~ 63.833%  
PERVIOUS SURFACE AREA PROPOSED: 0.35339  
Total PUD: 1.73 AC (79,604.4603 Sq. Ft.) / 4.92 AC = 0.3711 ~ 37.11%
- MAXIMUM BUILDING HEIGHT: 35'  
PROPOSED BUILDING HEIGHT: 28'-0"

- BUILDING MINIMUM SETBACKS AND PROVIDED INDICATED AFTER '1'-1'  
MINIMUM REQUIRED PROVIDED  
NORTH: 50'-0" NORTH- 111'-11"  
EAST: 25'-0" EAST- 78'-8"  
SOUTH: 25'-0" SOUTH- 101'-5"  
WEST: 50'-0" WEST- 62'-0"

- ARCHITECTURAL DESIGN CRITERIA:  
SUBJECT TO LDC SECTION 6.13 COMMERCIAL ARCHITECTURAL AND SITE DESIGN REQUIREMENTS

- LIGHTING:  
SEE SITE LIGHTING AND PHOTOMETRIC STUDY DRAWINGS ATTACHED

- WETLANDS:  
THERE ARE NO WETLAND WITHIN THE PROJECT SITE AREA. IF WETLANDS ARE IDENTIFIED DURING SITE DEVELOPMENT, THE SITE PLAN MAY NEED TO BE MODIFIED TO PROVIDE THE APPROPRIATE WETLAND BUFFERS.

- DEVELOPABLE AREA:  
Total PUD: 4.92 AC

- THE EXISTING SITE CONTAINS  
Single Family Home

- REQUIRED OPEN SPACE: 0.35 (+/- 5% ALLOWABLE)  
Total PUD: 4.92 AC x 0.35 = 1.72 AC (75,072.41 Sq. Ft.) = 0.35000 ~ 35.00%

- PROPOSED OPEN SPACE: 0.3583  
Total PUD: 1.80 AC (86,147.8549 Sq. Ft.) / 4.92 AC = 0.4016 ~ 40.16%

- DEVELOPMENT REVIEW  
ALL SITE DEVELOPMENT AND REVIEW PROCEDURES SHALL FOLLOW THE CITY'S MINIMUM STANDARDS AND PROCEDURES UNLESS OTHERWISE CONTAINED IN THE PUD.

- UTILITIES  
WATER/SEWER/RE-USE WILL BE PROVIDED BY THE CITY OF MOUNT DORA IF AVAILABLE AND CONSTRUCTED BY THE OWNER TO STANDARDS AS CONTAINED IN THE LAND DEVELOPMENT REGULATIONS AND CONSISTENT LDC AS AMENDED.

- TREE REPLACEMENT  
WILL FOLLOW THE REQUIREMENTS OF THE LAND DEVELOPMENT REGULATIONS.

- CANOPY TREES  
ALL REPLACEMENT CANOPY TREES WILL BE 3.5" CALIPER AND 15' IN HEIGHT.  
ALL REMAINING CANOPY TREES WILL BE 2.5" CALIPER AND 8' IN HEIGHT.

- TRAFFIC  
SEE TRAFFIC STUDY REPORT PREPARED BY TRAFFIC PLANNING AND DESIGN INC., REPORT DATED FEBRUARY 29, 2024.  
A TIER 2 TRAFFIC STUDY WILL BE PROVIDED AS REQUIRED DURING SITE PLAN APPLICATION.

- FIRE PREVENTION  
ALL BUILDINGS WILL BE IN FULL COMPLIANCE WITH THE 2024 8TH EDITION OF FLORIDA FIRE PREVENTION CODE. FIRE PROTECTION SYSTEM MAINS ON PRIVATE PROPERTY SHALL MEET THE REQUIREMENTS AND SHALL BE INSTALLED PER NFPA 24, STANDARD FOR THE INSTALLATION OF PRIVATE FIRE SERVICE MAINS AND THEIR APPURTENANCES AND/OR NFPA 13, STANDARD FOR THE INSTALLATION OF SPRINKLER SYSTEMS AS ADOPTED IN THE FLORIDA FIRE PREVENTION CODE.

- SIGNAGE

PUD SIGNAGE IS TO FOLLOW ZONING DISTRICT REGULATIONS WP-1 ZONING DISTRICT COMPLIANT TO MOUNT DORA LDC CH VI-6.7ESIGN STANDARDS-SIGNS.

- REQUIRED PARKING

TOTAL PARKING REQUIRED : 102 Spaces REQUIRED - 1 SPACE PER 500 SQ. FT.  
TOTAL PARKING PROVIDED: 132 (32 SPACES AT BAY DOORS USED BY TENANT AS PARKING)  
TOTAL 6-HC SPACES HAVE BEEN PROVIDED (5 HC SPACES ARE REQUIRED)  
TEMPORARY LOADING/UNLOADING ZONE - PROVIDED -1 SPACE

BICYCLE PARKING:  
REQUIRED - 6 SPACES  
PROVIDED - 8 SPACES

- FLOOD ZONE

FLOOD ZONE X PER FEMA F.I.R.M. PANEL NO. 12069C 0367 E, DATED DECEMBER 18, 2012.

- SOILS

TAVARES SAND - 0-5% SLOPE (QUICK PERCOLATION) - SEE DETAILED GEOTECH REPORT ATTACHED

- HAZARDOUS MATERIALS STATEMENT

DURING CONSTRUCTION, WHEN COMBUSTIBLES ARE BROUGHT ONTO THE SITE IN SUCH QUANTITIES AS DEEMED HAZARDOUS BY THE FIRE OFFICIAL, ACCESS ROADS AND A SUITABLE TEMPORARY SUPPLY OF WATER ACCEPTABLE TO THE FIRE DEPARTMENT SHALL BE PROVIDED AND MAINTAINED.

- DUMPSTER NOTE

THE DUMPSTER SHALL HAVE OPAQUE AND THE WALL SHALL HAVE A DECORATIVE CONCRETE CAP WALL SHALL BE ARCHITECTURALLY COMPATIBLE MATERIAL TO THE PRINCIPLE BUILDING.

- FLAG POLE NOTE

FLAG POLE CONSTRUCTION SHALL COMPLY WITH MOUNT DORA LDC.

- SITE LIGHTING AND PHOTOMETRIC STUDIES:

PROPOSED PLAN SHALL COMPLY WITH DARK SKY LIGHTING PRINCIPLES WITH ADEQUATE LIGHT DEFLECTORS AND DEFLECTOR SHIELDS. ALL HVAC EQUIPMENT AND HOT WATER HEATER SHALL BE ENERGY STAR COMPLIANT. ALL LIGHT FIXTURES AND SITE LIGHTING SHALL BE LED AND COMPLY WITH FLORIDA ENERGY EFFICIENCY REQUIREMENTS.

- SITE PLAN NOTES:

- SITE PLAN APPLICATION: A SITE PLAN APPLICATION WILL BE SUBMITTED TO THE OFFICE OF PLANNING AND ZONING TO RESERVE CAPACITY AT THE TIME OF WASTEWATER CAPACITY AVAILABILITY.
- THE PROJECT SHALL MEET ENERGY EFFICIENCY AND ENERGY CODE COMPLIANCE THROUGH SPECIFICATIONS OF ENERGY STAR APPLIANCES, HVAC EQUIPMENT, HOT WATER EQUIPMENT, AND FOLLOW LEED PRINCIPLES WITH ENERGY EFFICIENT LOW-E DOUBLE PANE WINDOWS, INSULATED DOORS, AND BUILDING ENVELOPE TO CURRENT ENERGY CODES.

- PUD EXPIRATION

EXTEND THE PUD EXPIRATION DATE FROM THE STANDARD ONE (1) YEAR FROM DATE OF APPROVAL TO FOUR (4) YEAR PUD EXPIRATION FROM DATE OF APPROVAL.

| NO | DATE     | DESCRIPTION   |
|----|----------|---------------|
| 1  | 04/19/24 | CITY COMMENTS |
| 2  | 06/13/24 | CITY COMMENTS |
| 3  | 08/27/24 | CITY COMMENTS |
| 4  | 10/22/24 | CITY COMMENTS |

|             |          |
|-------------|----------|
| DRAWN       | PP       |
| DATE        | 02/29/24 |
| PROJECT NO. | 24-013   |

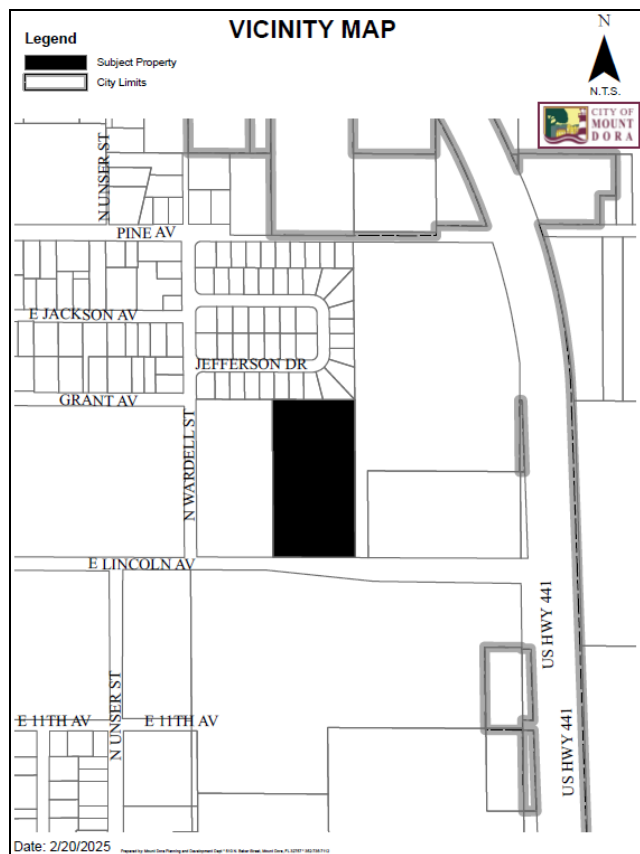


## NOTICE OF ZONING CHANGE CITY OF MOUNT DORA, FLORIDA

Notice is hereby given that the City Council of the City of Mount Dora, Florida proposes First Reading of Ordinance No. 2025-09 Amendment to the Mount Dora Small Bay Warehouse Planned Unit Development for the lands within the area shown in the map in this advertisement. This meeting is to be held on **Tuesday, April 1, 2025 at 6:00 p.m.** or as soon thereafter as possible at City Hall, 510 North Baker Street, Mount Dora, Florida.

### ORDINANCE NO: 2025-09

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE PLANNED UNIT DEVELOPMENT ESTABLISHED BY ORDINANCE 2022-14 PERTAINING TO PROPERTY GENERALLY LOCATED ON THE NORTH SIDE OF LINCOLN AVENUE AND WEST OF U.S. HIGHWAY 441; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; AMENDING AND REPLACING ORDINANCE 2022-14 FOR THE VEDDER HOLSTERS PLANNED UNIT DEVELOPMENT TERMS AND CONDITIONS; 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.**



## ATTACHMENT #2

Interested parties may appear at the above meeting and be heard with respect to the proposed amendment to the Planned Unit Development.

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 proposed ordinance 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 AM and 5:00 PM, 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.

Title in 18 point  
2 column, 10.5 inch; Non-legal  
Publish Date: March 21, 2025

**ORDINANCE BUSINESS IMPACT ESTIMATE**

*Florida Statutes, Section 166.041(4)*

**ORDINANCE NUMBER: 2025-09**

**ORDINANCE TITLE: PUD AMENDMENT**

**DEPARTMENT: PLANNING AND DEVELOPMENT**

**MEETING DATE: APRIL 1, 2025 AND APRIL 15, 2025**

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*This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Mount Dora's website by the time notice of the proposed ordinance is published.*

**ORDINANCE NO. 2025-09**

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE PLANNED UNIT DEVELOPMENT ESTABLISHED BY ORDINANCE 2022-14 PERTAINING TO PROPERTY GENERALLY LOCATED ON THE NORTH SIDE OF LINCOLN AVENUE AND WEST OF U.S. HIGHWAY 441; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; AMENDING AND REPLACING ORDINANCE 2022-14 FOR THE VEDDER HOLSTERS PLANNED UNIT DEVELOPMENT TERMS AND CONDITIONS; 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.**

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law<sup>1</sup> for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

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<sup>1</sup> See Section 166.041(4)(c), Florida Statutes.



- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  - a. Development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
  - b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the City of Mount Dora;
  - c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  - d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  - e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals, and welfare):

This ordinance proposes a rezoning of private lands. This ordinance does not pertain to public safety, public health, safety, morals, and welfare.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur;

No direct impact to general businesses.

(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and

No new charges or fees are set forth in the ordinance.

(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No additional regulatory costs, staff administration only.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

This ordinance is not anticipated to affect businesses.

4. Additional information the governing body deems useful (if any):

N/A

**ORDINANCE NO: 2025-09**

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE PLANNED UNIT DEVELOPMENT ESTABLISHED BY ORDINANCE 2022-14 PERTAINING TO PROPERTY GENERALLY LOCATED ON THE NORTH SIDE OF LINCOLN AVENUE AND WEST OF U.S. HIGHWAY 441; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; AMENDING AND REPLACING ORDINANCE 2022-14 FOR THE VEDDER HOLSTERS PLANNED UNIT DEVELOPMENT TERMS AND CONDITIONS; 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**, G3 SKY LLC, is the property owner (Property Owner) of that property generally located on the north side of Lincoln Avenue and west of U.S. Highway 441, more particularly described in **Exhibit “A,”** attached hereto (Property); and

**WHEREAS**, the City adopted Ordinance 2022-14 on October 18, 2022, authorizing the rezoning of the Property to Planned Unit Development (PUD) and setting forth the development conditions for the Vedder Holsters PUD; and

**WHEREAS**, the Property Owner has requested revisions to the development conditions for the Vedder Holsters PUD; and

**WHEREAS**, the Property Owner has requested to replace in its entirety the development conditions for the Vedder Holsters PUD to establish a new master development plan and extend the expiration date of the PUD; and

**WHEREAS**, the revisions to the terms and conditions to the PUD are consistent with the City of Mount Dora’s 2045 Comprehensive Plan and the underlying Industrial Future Land Use Designation for the Property; 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 February 19, 2025, the City of Mount Dora Planning and Zoning Commission recommended approval of the PUD amendment; and

**WHEREAS**, the City of Mount Dora held a duly noticed public hearing on the proposed amendment to the PUD for the Property, considered the findings and advice of staff and considered the written information, oral comments and supporting data and analysis provided by members of the public and all interested parties; and

**WHEREAS**, the City of Mount Dora hereby finds that the 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 the Florida law in processing this Ordinance. The above recitals are hereby adopted.

**SECTION 2. AMENDING AND REPLACING ORDINANCE 2022-14 FOR THE VEDDER HOLSTERS PLANNED UNIT DEVELOPMENT TERMS AND CONDITIONS.**

- (a) The Vedder Holders PUD Master Plan adopted via Ordinance 2022-12 is here by vacated and deleted in its entirety.
- (b) The Lincoln Warehouse Master Plan attached hereto as **Exhibit "B"** is hereby adopted. The Property shall be subject to all conditions set forth in the City's Land Development Code, except for the conditions, zoning performance standards, site designs standards, permitted uses and other components described or graphically depicted on the Lincoln Warehouse Master Plan attached hereto which shall be the controlling master plan for the Property.
- (c) The Lincoln Warehouse Master Plan shall not expire for four years after the date of approval.

**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 for the Property and Zoning Map amendment, 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 take effect immediately upon adoption; however, shall become effective only after City of Mount Dora Ordinance 2022-13, adopting a small-scale comprehensive plan amendment to change the land use designation on the Property to Industrial, becomes effective.

**FIRST READING:           April 1, 2025**

**SECOND READING:        April 15, 2025**

**PASSED AND ADOPTED this 15<sup>th</sup> day of April 2025.**

---

James Homich, Mayor  
City of Mount Dora, Florida

ATTEST:

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Jeanann Hand, City Clerk

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

---

Patrick Brackins, City Attorney

**EXHIBIT “A”**  
**Property Legal Description**

Identified by Tax Parcel ID # 29-19-27-0001-000-03401 and Alt. Key # 1447097, and more particularly described as:

E  $\frac{1}{2}$  of SW  $\frac{1}{4}$  of SE  $\frac{1}{4}$  of NE  $\frac{1}{4}$  of Section 29, Township 19 South, Range 27  
East, Lake County, Florida, Less the South 25 feet thereof.

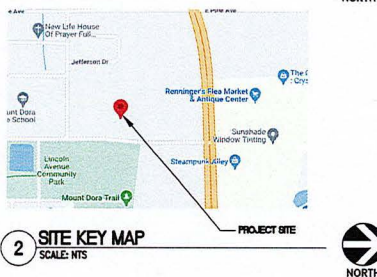
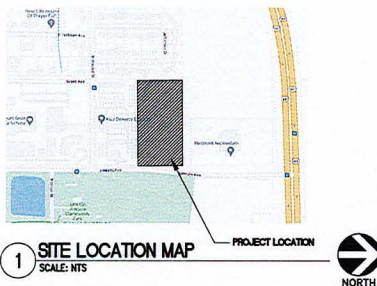
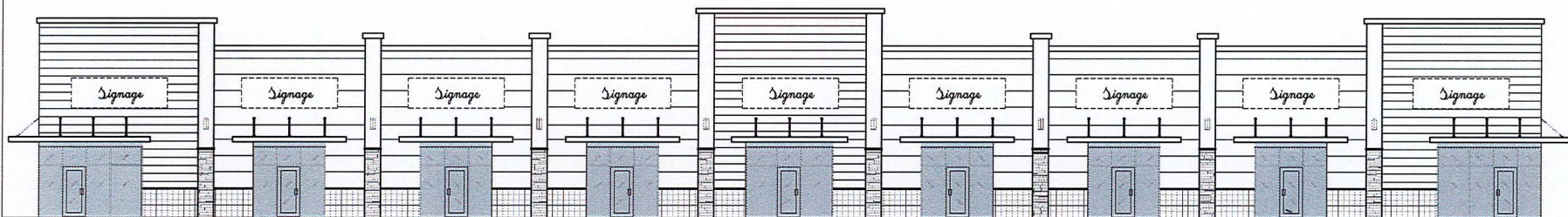
All the Above Containing 4.92 Acres, More or Less

## **EXHIBIT “B”**

### Master Plan for Lincoln Warehouses Planned Unit Development



PARCEL ID NO: 29-19-27-0001-000-03401



|                                                                                                                                                                                                      |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------|--|
| CONTACT INFORMATION                                                                                                                                                                                  |                                                      | APPLICABLE CODES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  | LEGAL DESCRIPTION                                                                                          |  |
| <b>ARCHITECTURE - LANDSCAPE DESIGN TEAM:</b><br>METRO ARCHITECTURE PARTNERSHIP, INC.<br>5401 S. KIRKMAN ROAD, SUITE 440<br>ORLANDO, FLORIDA 32819<br>TEL: 407-354-4477<br>EMAIL: ROBBY@METROARCH.COM |                                                      | FBC - FLORIDA BUILDING CODE 2023 8TH EDITION<br>FPC - PLUMBING CODE 2023 8TH EDITION<br>FMC - MECHANICAL CODE 2023 8TH EDITION<br>FBC - ELECTRICAL (CH7) 2023 8TH EDITION<br>FBC - ACCESSIBILITY CODE 2023 8TH EDITION<br>FBC - ENERGY CODE 2023 8TH EDITION<br>NEC - NATIONAL ELECTRICAL CODE 2023 EDITION<br>FLORIDA FUEL GAS CODE 2023 8TH EDITION<br>FLORIDA FIRE PREVENTION CODE 2023 8TH EDITION<br>NFPA 101- LIFE SAFETY CODE 2021 EDITION<br>NFPA 13- FIRE SPRINKLERS 2022 EDITION<br>NFPA 1- FLORIDA FIRE CODE 2021 EDITION<br>NFPA 10- STANDARD FOR PORTABLE FIRE EXTINGUISHERS 2018 EDITION<br>NFPA 24- STANDARD FOR THE INSTALLATION OF PRIVATE FIRE SERVICE MAINS AND THEIR APPURTENANCES 2019 EDITION<br>NFPA 72- NATIONAL FIRE ALARM AND SIGNALING CODE 2019 EDITION<br>NFPA 90A- STANDARD FOR THE INSTALLATION OF AIR-CONDITIONING AND VENTILATING SYSTEMS 2021 EDITION |  | E 1/2 OF SW 1/4 OF SE 1/4 OF NE 1/4 OF SECTION 25, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA. |  |
| <b>Civil Engineer:</b><br>TAVELL ENGINEERING, INC.<br>6312 BUFORD STREET, UNIT 702 E<br>ORLANDO, FLORIDA 32830<br>TEL: 407-269-1181<br>EMAIL: TAVELL@TAVELLINC.COM                                   |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| <b>OWNER - DEVELOPER:</b><br>LINCOLN 1840 LLC<br>24019 GREEN GARDENS CT<br>DUSTIN, FL 32736                                                                                                          |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| <b>INDEX TO DRAWINGS</b>                                                                                                                                                                             |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| COVER                                                                                                                                                                                                | COVER PAGE                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-011                                                                                                                                                                                                | SITE SURVEY PLAN                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-012                                                                                                                                                                                                | ENLARGED LANDSCAPE /TREE DEMO PLAN                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-110                                                                                                                                                                                                | SITE DATA SHEET                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-111                                                                                                                                                                                                | SITE PLAN                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-112                                                                                                                                                                                                | SITE DETAILS                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-311                                                                                                                                                                                                | EXTERIOR ELEVATIONS                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-312                                                                                                                                                                                                | EXTERIOR ELEVATIONS                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-511                                                                                                                                                                                                | SANITARY SYSTEM LAYOUT                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| S-1-1                                                                                                                                                                                                | STORM WATER - UTILITIES - PAVING/PAVING GRADING PLAN |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-611                                                                                                                                                                                                | DETAILS SHEET                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-612                                                                                                                                                                                                | DETAILS SHEET                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| A-613                                                                                                                                                                                                | DETAILS SHEET                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| PH-1                                                                                                                                                                                                 | SITE LIGHTING PLAN - PHOTOGRAPHIC STUDIES            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |
| PH-2                                                                                                                                                                                                 | SITE LIGHTING DETAILS - FIXTURE SPECS                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |                                                                                                            |  |

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ROBBY R. JOSHI, RA, NCARB  
SECRETARY

**MT. DORA SMALL BAY  
MINI WAREHOUSING  
1649 LINCOLN AVE  
MT. DORA, FLORIDA 32757  
MINI WAREHOUSING FACILITIES**

| NO | DATE     | DESCRIPTION   |
|----|----------|---------------|
| 1  | 04/19/24 | CITY COMMENTS |
| 2  | 06/13/24 | CITY COMMENTS |
| 3  | 06/27/24 | CITY COMMENTS |
| 4  | 10/22/24 | CITY COMMENTS |

COVER PAGE

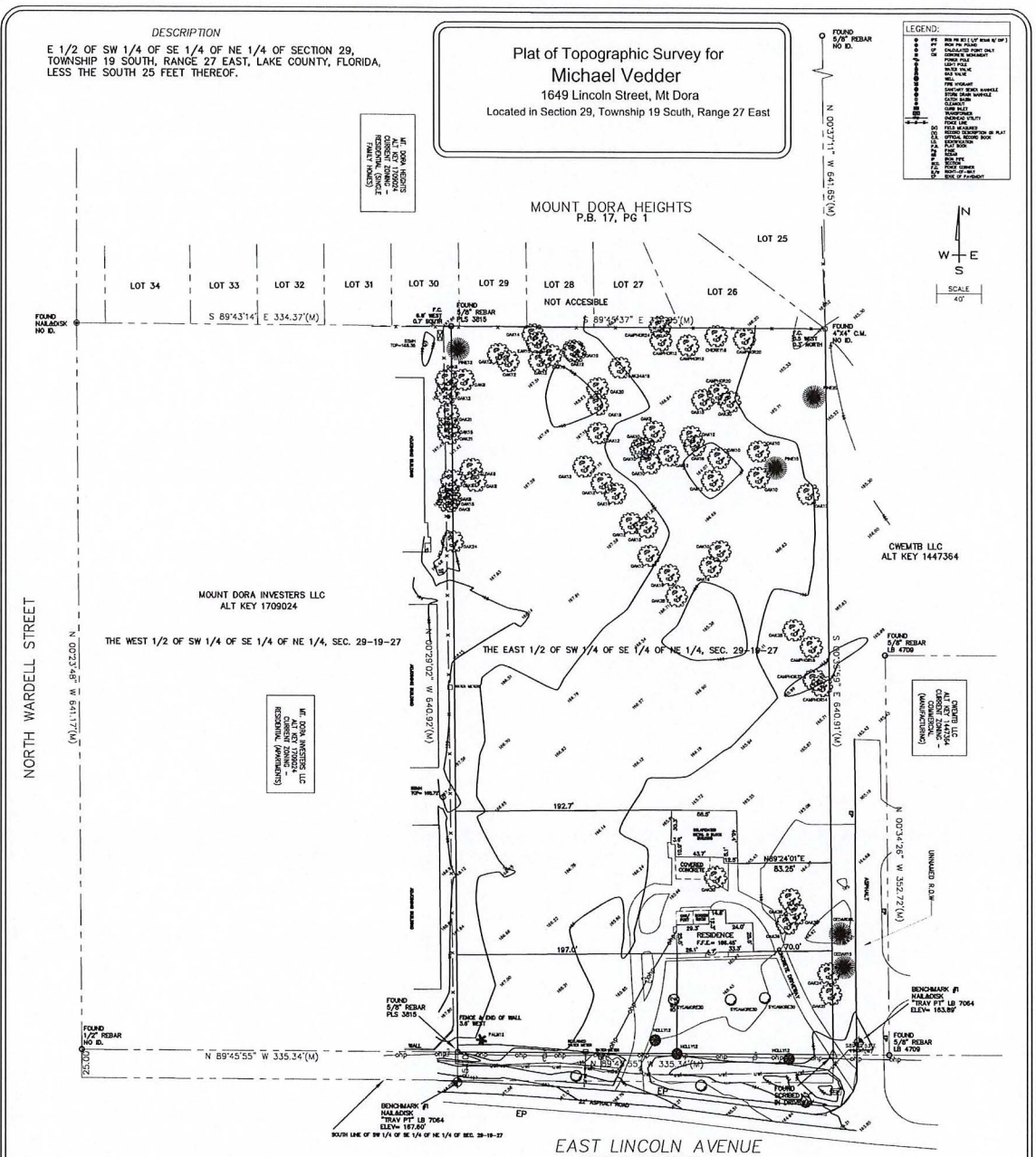
|             |          |
|-------------|----------|
| DRAWN       | PP       |
| DATE        | 02/29/24 |
| PROJECT NO. | 24-013   |

COVER

1 SITE SURVEY PLAN  
SCALE: NTS



NOTE: SURVEY FILE OR CHANGES FOR  
REFERENCE ONLY.



### SURVEYOR'S NOTES

- 1) Bearings based on Florida grid East zone (Lengemann Network).
- 2) Subject to easements and restrictions of Record.
- 3) All of the above captioned property lies within F.I.R.M. Zone "X" according to F.I.R.M. panel No. 12069C 0367 E, dated December 18, 2012.
- 4) This Survey is based on the Description provided, Plat information, Found Monumentation and other data acquired by this firm.
- 5) Foundations, Underground Structures, and Underground Improvements, if any, not located by this firm.
- 6) Fences were located ONLY where dimensioned and may not run straight; ownership of fences, if any, unknown.

I hereby certify that this survey was made under my responsible charge and meets the minimum technical standards as set forth by the Board of Professional Land Surveyors in Chapter 61G17-4 Florida Administrative Code. Pursuant to Section 472.027 Florida Statutes.

Fulton V. Clinkscales, Jr., Surveyor #4986

Not valid without the signature and the original related seal of a Florida licensed surveyor and mapper.



NOTE:  
ELEVATIONS SHOWN ARE IN NAVD83 DATUM. DERIVED FROM SATELLITE OBSERVATION.

| NO. | REVISIONS | Date | xx/xx/xx |
|-----|-----------|------|----------|
| 1   | xxxx      | xxxx | xxxx     |

|                                                 |  |                |               |
|-------------------------------------------------|--|----------------|---------------|
| FREELAND - CLINKSCALES & ASSOCIATES, INC. of NC |  | REF. PLAT BOOK | xx/xx         |
| Engineers & Land Surveyors                      |  | REF. O.R. BOOK | 4635/2359     |
| 201 South Ave. EAST                             |  | ALT. KEY #     | 1447097       |
| HENDERSONVILLE, N.C. 28792                      |  | PARTY CHIEF    | SOL           |
| 1220 HUNTERSTON DRIVE, UNIT 201                 |  | DRAWN          | SOL           |
| DALLAS, TX 75246                                |  | DATE           | DEC. 16, 2022 |
| (352) 609-2830                                  |  | DWG NO.        | 742116/742195 |
| SURVEY@CLINKSCALES.COM                          |  |                |               |

Sheet No. 1 of 1

A-01

### SITE SURVEY PLAN

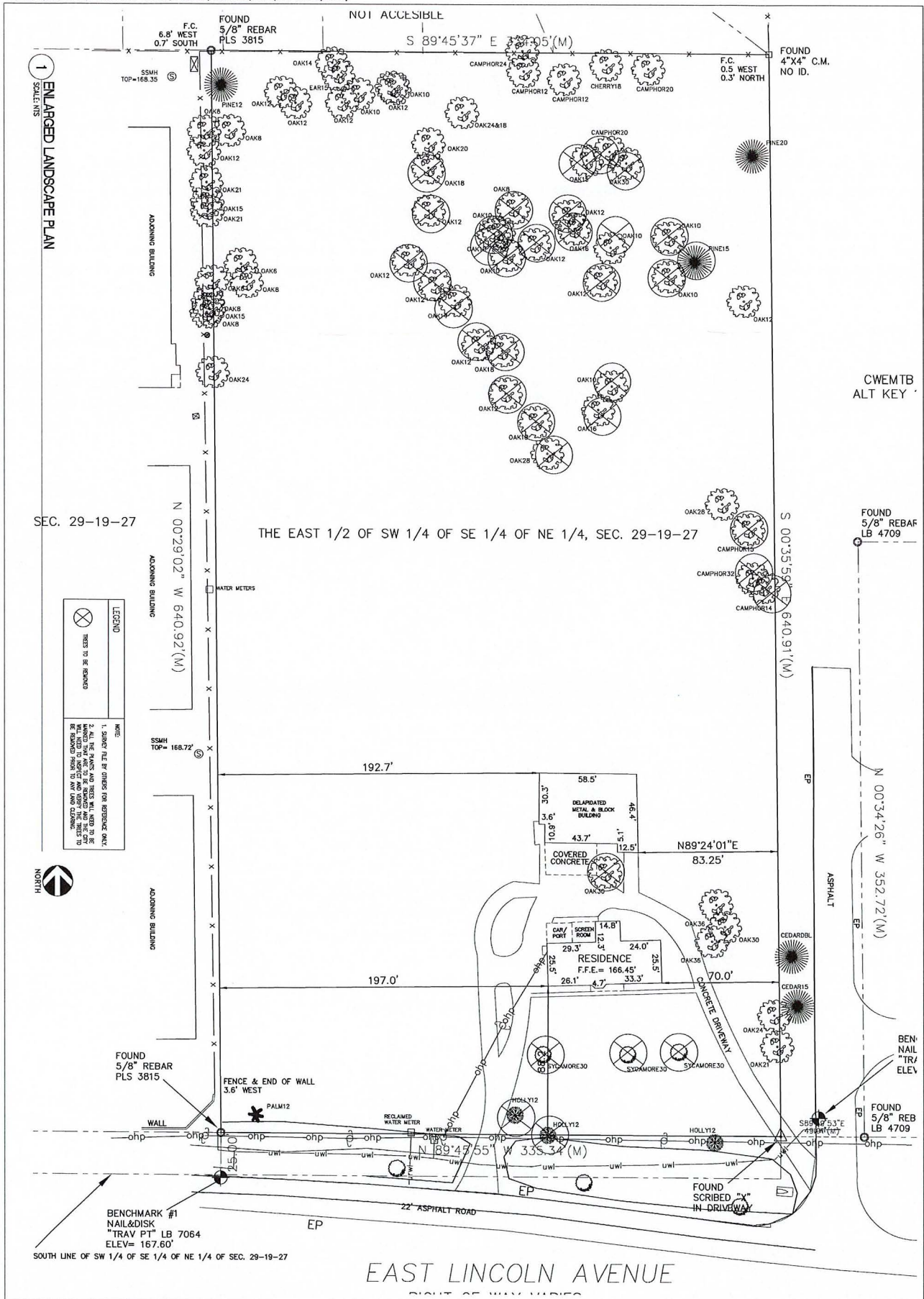
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|-----|----------|-------------|
| 1   | 02/25/24 | INITIALS    |
| 2   | 02/25/24 | DATE        |
| 3   | 02/25/24 | TIME        |
| 4   | 02/25/24 | LOCATION    |

MT. DORA SMALL BAY  
MINI WAREHOUSING  
1649 LINCOLN AVE  
MT. DORA, FLORIDA 32757  
MINI WAREHOUSING FACILITIES

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A-012

**ENLARGED LANDSCAPE/ TREE DEMO. PLAN**

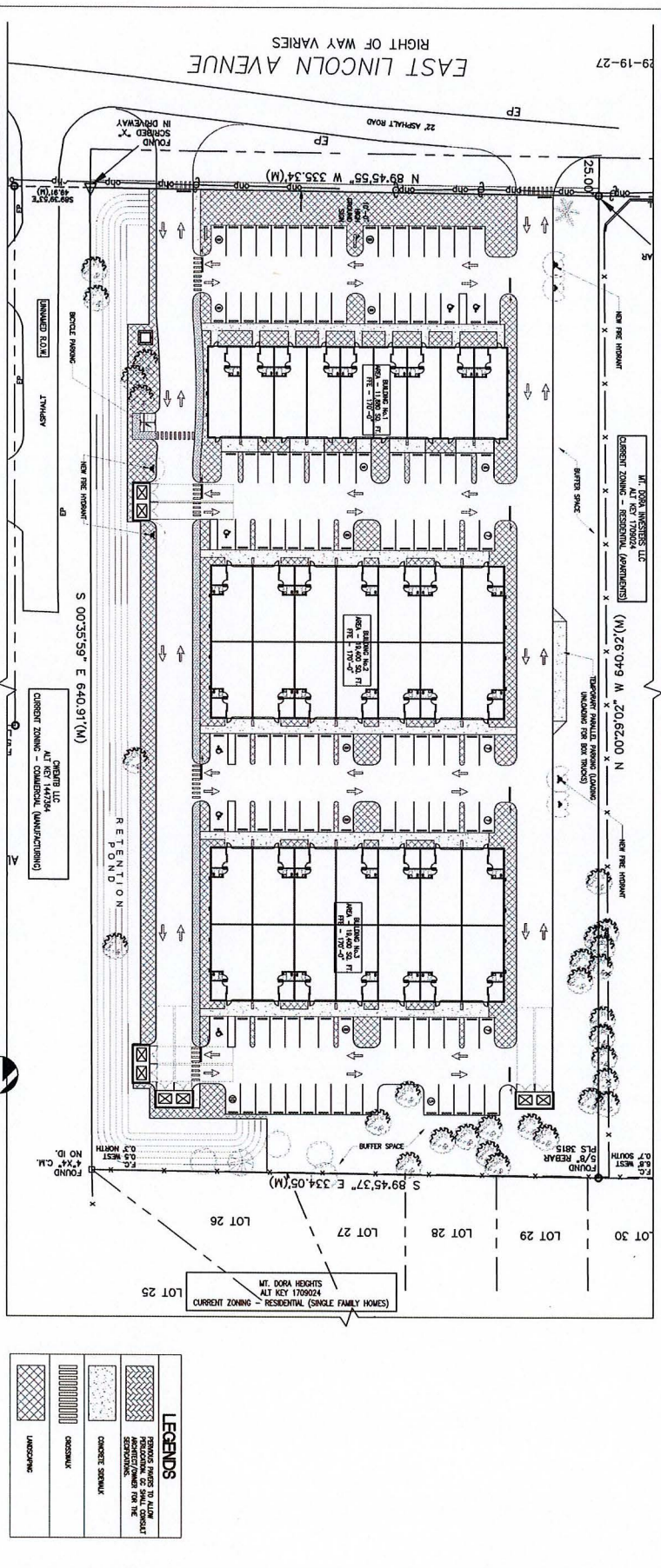
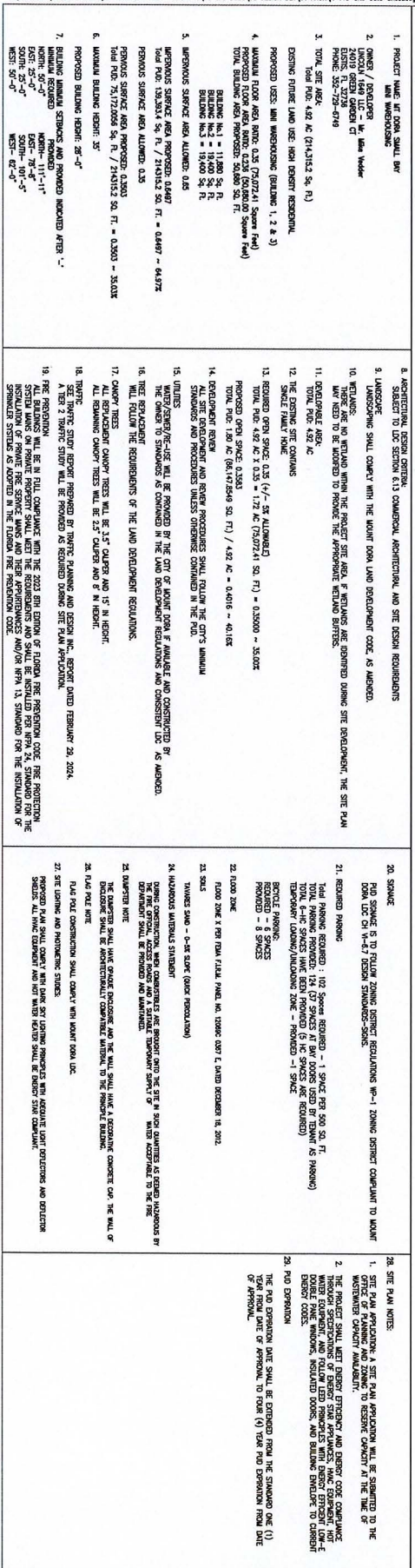
DATE: 02/25/24  
 DRAWN: PP  
 PROJECT NO: 24-013

**MT. DORA SMALL BAY MINI WAREHOUSING**  
 1649 LINCOLN AVE  
 MT. DORA, FLORIDA 32757  
 MINI WAREHOUSING FACILITIES

ROBERT A. DORR, P.E., ARCHITECT

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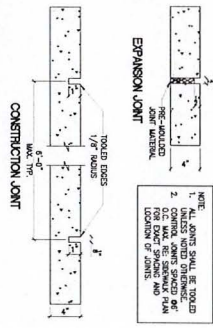




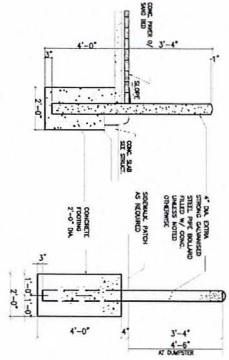




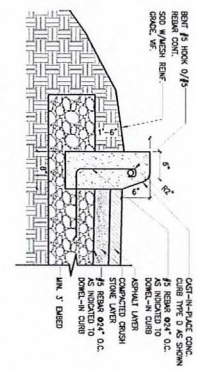
**7 SIDEWALK DETAIL**  
 SCALE: 3/4" = 1'-0"



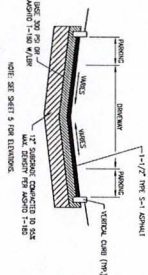
**9 BOLLARD DETAILS**  
 SCALE: NTS



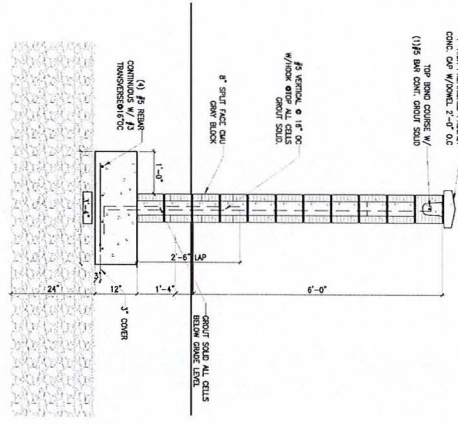
**10 D-CURB DETAIL**  
 SCALE: 1" = 1'-0"



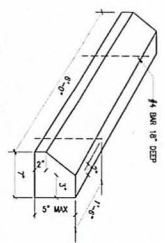
**11 ASPHALT PAVEMENT DETAIL**  
 SCALE: 1/2" = 1'-0"



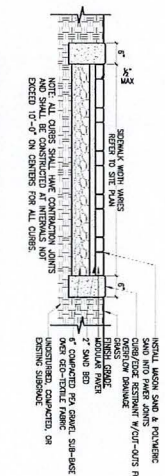
**8 6" HIGH WALL DETAIL**  
 SCALE: 3/4" = 1'-0"



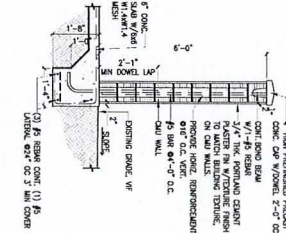
**6 CONCRETE WHEELS STOP DETAIL**  
 SCALE: NTS



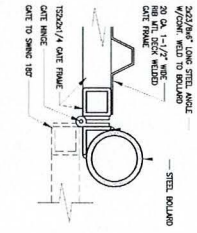
**5 PAVEMENT BLOCK SIDEWALK DETAIL**  
 SCALE: 3/4" = 1'-0"



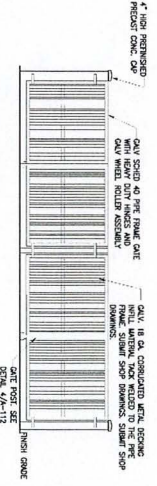
**3 DUMPSTER WALL**  
 SCALE: 1/2" = 1'-0"



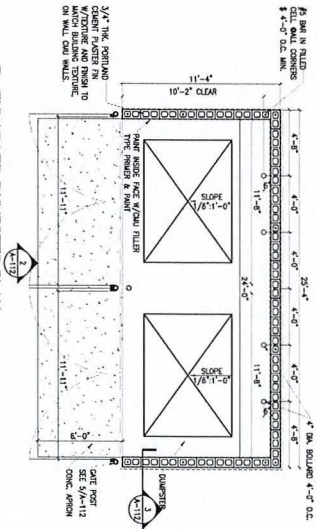
**4 GATE POST/FINCH**  
 SCALE: 1/2" = 1'-0"



**2 DUMPSTER ELEVATION**  
 SCALE: 1/4" = 1'-0"

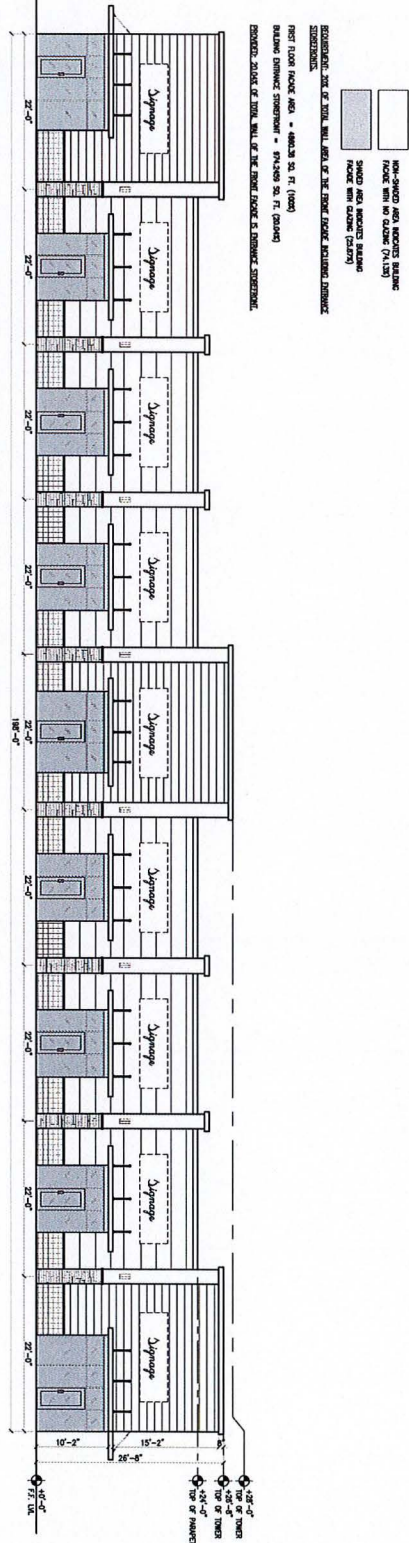


**1 ENLARGED DUMPSTER PLAN**  
 SCALE: 1/4" = 1'-0"

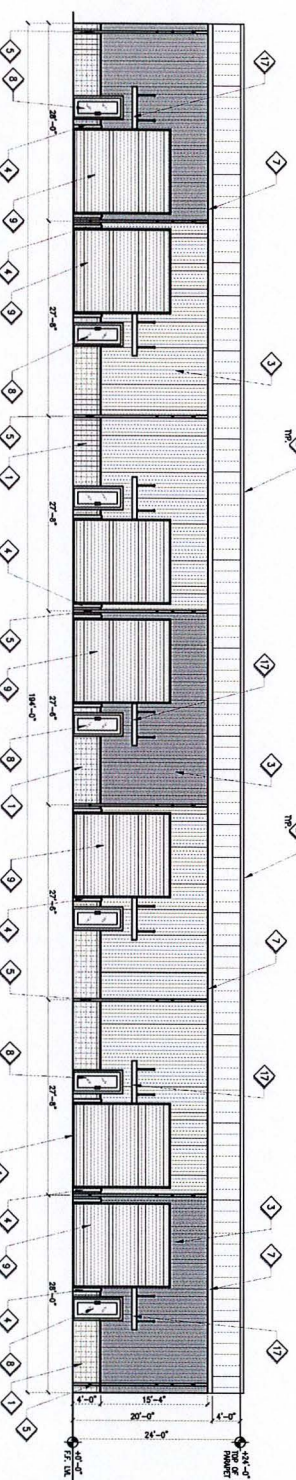




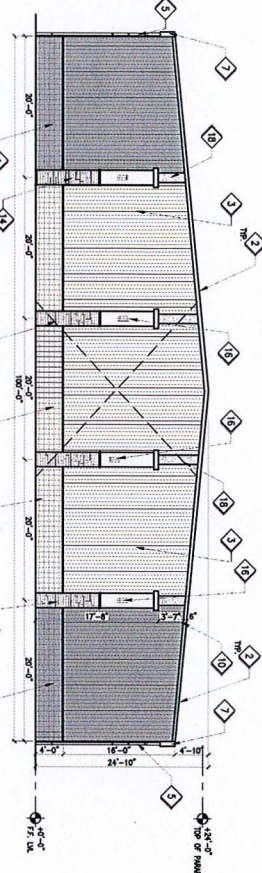
**1 FRONT ELEVATION GLAZING CALCULATION (FACADE VISIBLE FROM LINCOLN AVE - BUILDING 1)**  
 SCALE: 1/8"=1'-0"



**2 FRONT ELEVATION (BUILDING 2 AND 3)**  
 SCALE: 1/8"=1'-0"



**1 SIDE ELEVATION (BUILDING 2 AND 3)**  
 SCALE: 1/8"=1'-0"



**KEYED NOTES**

1. UNGLAZED EXTERIOR CORNER OVER CORNER BLOCKS / SHADE SCORING
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100. UNGLAZED EXTERIOR CORNER OVER CORNER BLOCKS / SHADE SCORING

**EXTERIOR ELEVATIONS**

**A-312**

DATE: 02/25/24  
 PROJECT NO: 24-013

**MT. DORA SMALL BAY  
 MINI WAREHOUSING**  
 1649 LINCOLN AVE  
 MT. DORA, FLORIDA 32757

**MINI WAREHOUSING FACILITIES**

NO. DATE DESCRIPTION

1 02/25/24 1. INITIAL SET

2 02/25/24 2. REVISED SET

3 02/25/24 3. REVISED SET

4 02/25/24 4. REVISED SET

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METRO ARCHITECTURE PARTNERSHIP, INC.

ARCHITECTURE - PLANNING - ENGINEERING - PROJECT MANAGEMENT

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(407) 554-4477 FAX: (407) 554-4477 WWW.ARCHENICS.COM

**MT. DORA SMALL BAY  
 MINI WAREHOUSING**  
 1649 LINCOLN AVE  
 MT. DORA, FLORIDA 32757

**MINI WAREHOUSING FACILITIES**

NO. DATE DESCRIPTION

1 02/25/24 1. INITIAL SET

2 02/25/24 2. REVISED SET

3 02/25/24 3. REVISED SET

4 02/25/24 4. REVISED SET



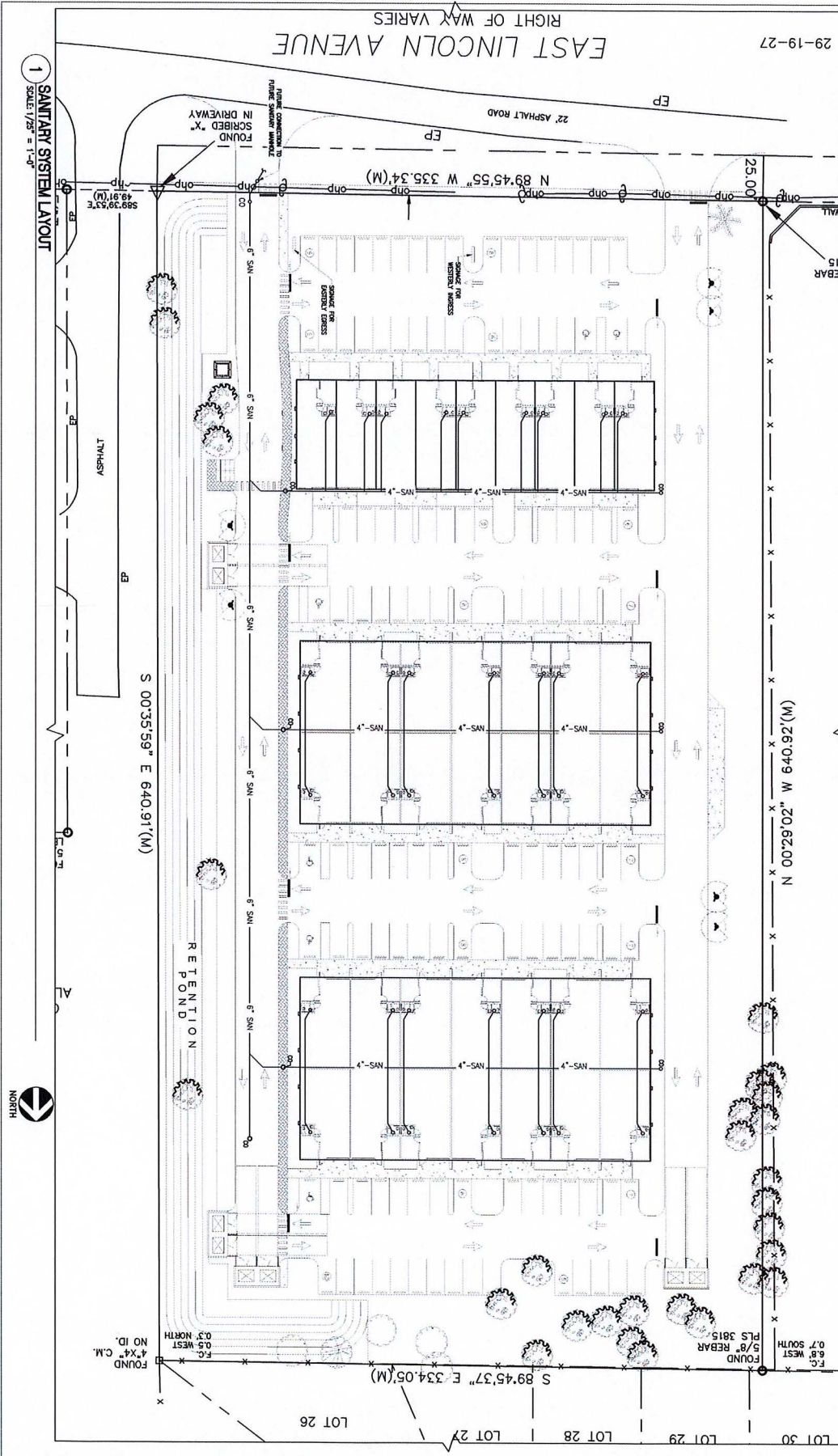
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(407) 354 4477 • EMAIL: ROBBY@ARCHENICS.COM • WWW.ARCHENICS.COM

- |             |     |
|-------------|-----|
| DRAWN       |     |
| DATE        | 02/ |
| PROJECT NO. | 24  |

## EXTERIOR ELEVATIONS

**MT. DORA SMALL BAY  
MINI WAREHOUSING  
1649 LINCOLN AVE  
MT. DORA, FLORIDA 32757  
MINI WAREHOUSING FACILITIES**



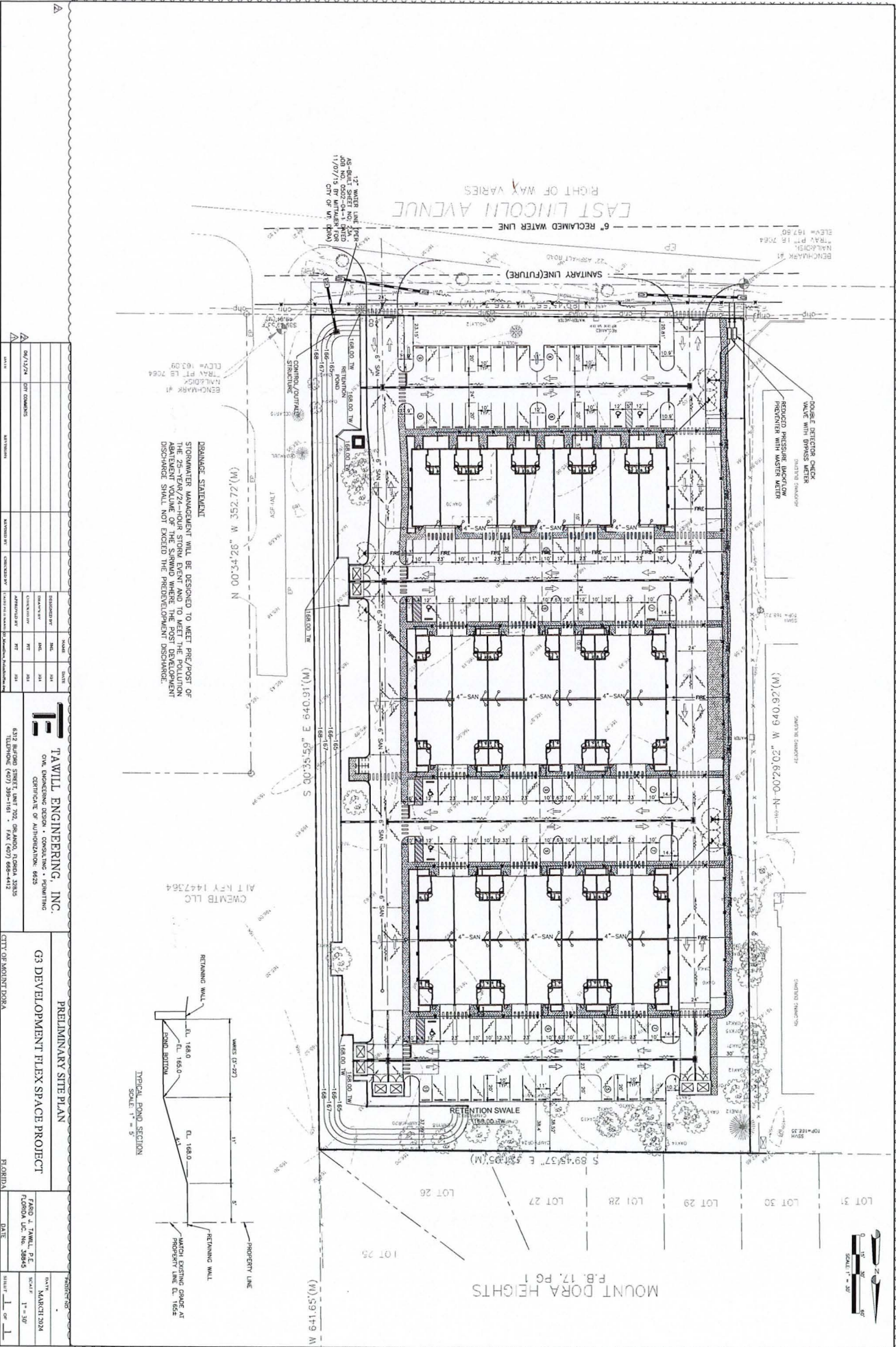
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|       |             |          |                              |     |             |                                                                                                                          |
|-------|-------------|----------|------------------------------|-----|-------------|--------------------------------------------------------------------------------------------------------------------------|
| A-511 | DRAWN       | PP       | SANITARY<br>SYSTEM<br>LAYOUT | NO. | DESCRIPTION | MT. DORA SMALL BAY<br>MINI WAREHOUSING<br>1649 LINCOLN AVE<br>MT. DORA, FLORIDA 32757<br><br>MINI WAREHOUSING FACILITIES |
|       | DATE        | 02/29/24 |                              | 1   | 1           |                                                                                                                          |
|       | PROJECT NO. | 24-013   |                              | 2   | 2           |                                                                                                                          |
|       |             |          |                              | 3   | 3           |                                                                                                                          |
|       |             |          |                              | 4   | 4           |                                                                                                                          |

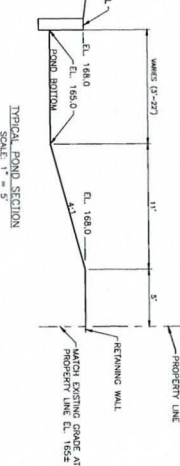
ROBBY K. JOSHI, MD, MSc  
UC Berkeley/MSK

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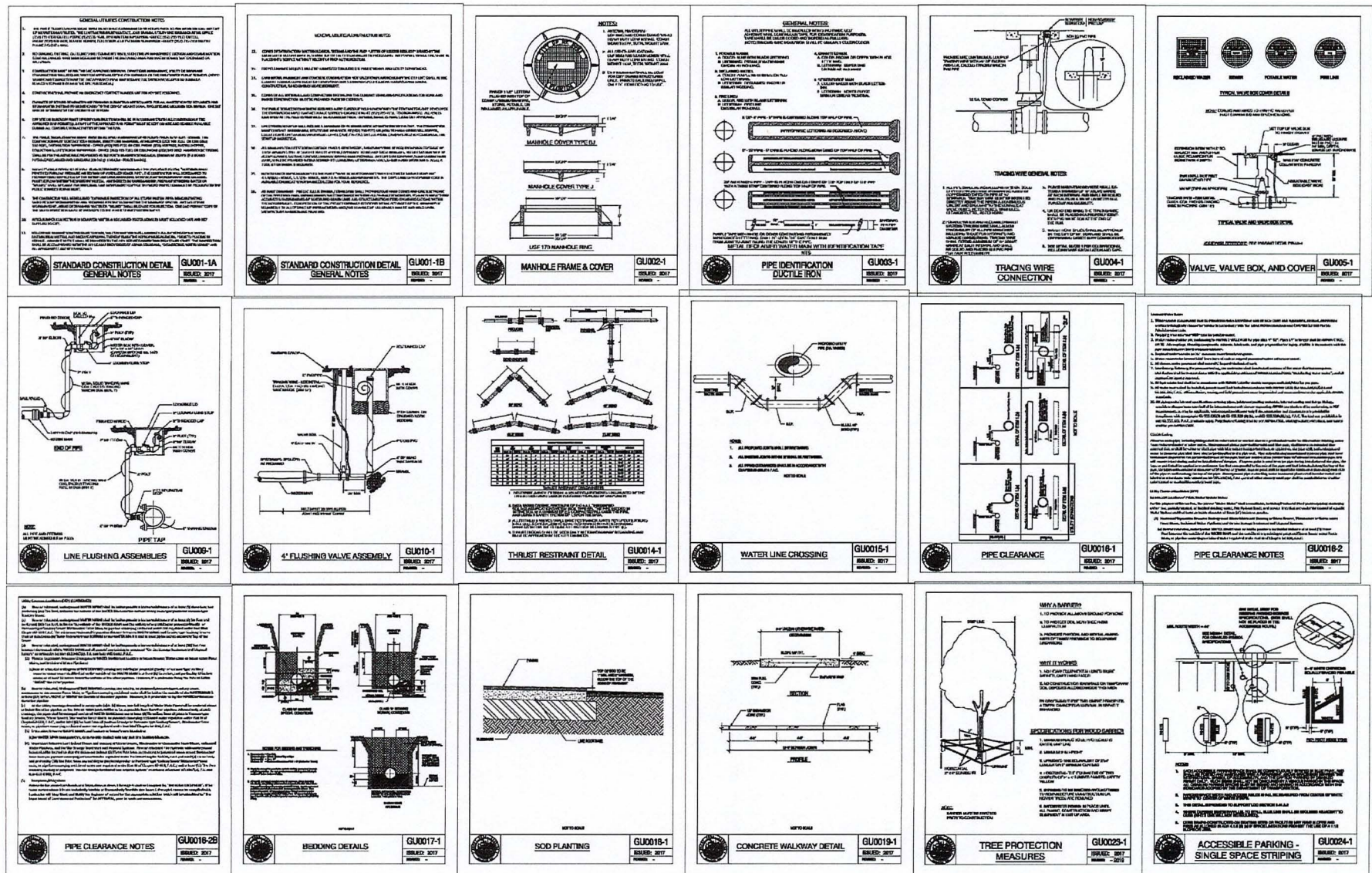


**DRAINAGE STATEMENT**  
 STORMWATER MANAGEMENT WILL BE DESIGNED TO MEET PRE/POST OF THE 25-YEAR/24-HOUR STORM EVENT AND TO MEET THE POLLUTION DISCHARGE VOLUME OF THE STORM WHERE THE POST DEVELOPMENT DISCHARGE SHALL NOT EXCEED THE PREDEVELOPMENT DISCHARGE.

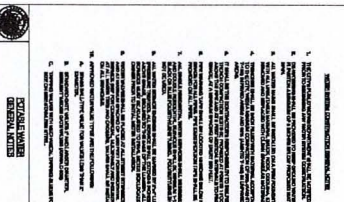
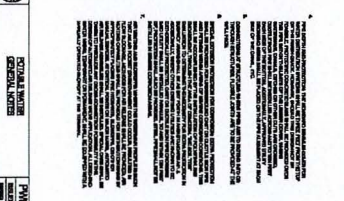
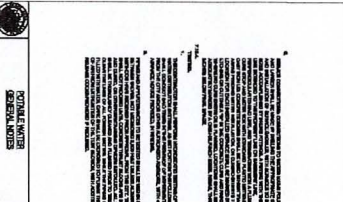
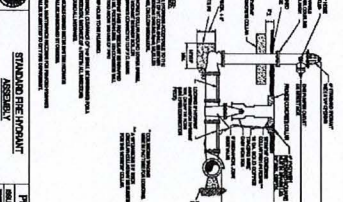
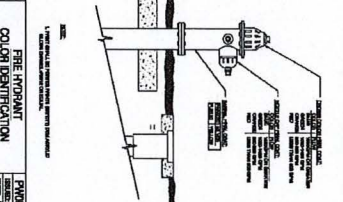
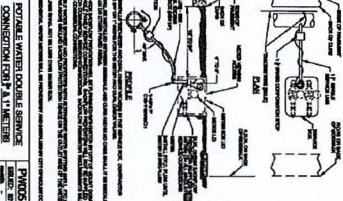
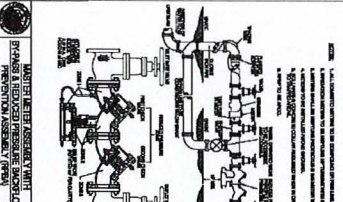
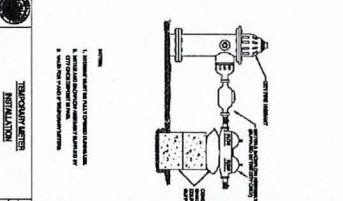
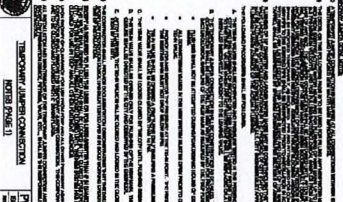
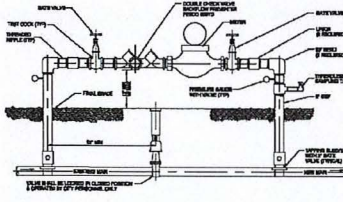
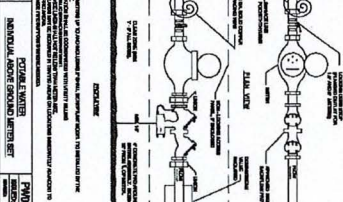
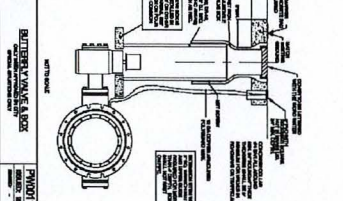


|                                                                                                                                     |  |                                                                      |  |
|-------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------|--|
| <b>PRELIMINARY SITE PLAN</b><br><b>G3 DEVELOPMENT FLEX SPACE PROJECT</b>                                                            |  | <b>PROPERTIES</b><br>TAVILL<br>NANCY 2024<br>SCALE 1" = 30'<br>DATE: |  |
| <b>DESIGNED BY</b><br>TAVILL ENGINEERING, INC.<br>ONE EXPRESSWAY 2500A • CONSULTING • PRINTING<br>CERTIFICATE OF AUTHORIZATION: 623 |  | <b>APPROVED BY</b><br>NANCY 2024<br>SCALE 1" = 30'<br>DATE:          |  |
| <b>CITY OF MOUNT DORA</b>                                                                                                           |  | <b>FLORIDA</b>                                                       |  |







|                                                                                                                                                |                                                                                                                                                |                                                                                                                                                |                                                                                                                                                  |                                                                                                                                                  |                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p><b>PW001-1A</b><br/>GENERAL NOTES<br/>REVISION 2017</p> |  <p><b>PW001-1B</b><br/>GENERAL NOTES<br/>REVISION 2017</p> |  <p><b>PW001-1C</b><br/>GENERAL NOTES<br/>REVISION 2017</p> |  <p><b>PW001-1D</b><br/>GENERAL NOTES<br/>REVISION 2017</p> |  <p><b>PW001-1E</b><br/>GENERAL NOTES<br/>REVISION 2017</p> |  <p><b>PW001-1F</b><br/>GENERAL NOTES<br/>REVISION 2017</p> |
|  <p><b>PW001-1G</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1H</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1I</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1J</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1K</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1L</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |
|  <p><b>PW001-1M</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1N</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1O</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1P</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1Q</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |  <p><b>PW001-1R</b><br/>GENERAL NOTES<br/>REVISION 2017</p>   |



**STORMWATER INLET**  
SECTION 1  
SCALE: 1/2" = 1'-0"

**STREET LIGHTING FIXTURE**  
SECTION 1  
SCALE: 1/2" = 1'-0"

**STORMWATER INLET WITH PUMP-OUT CONNECTION**  
SECTION 1  
SCALE: 1/2" = 1'-0"

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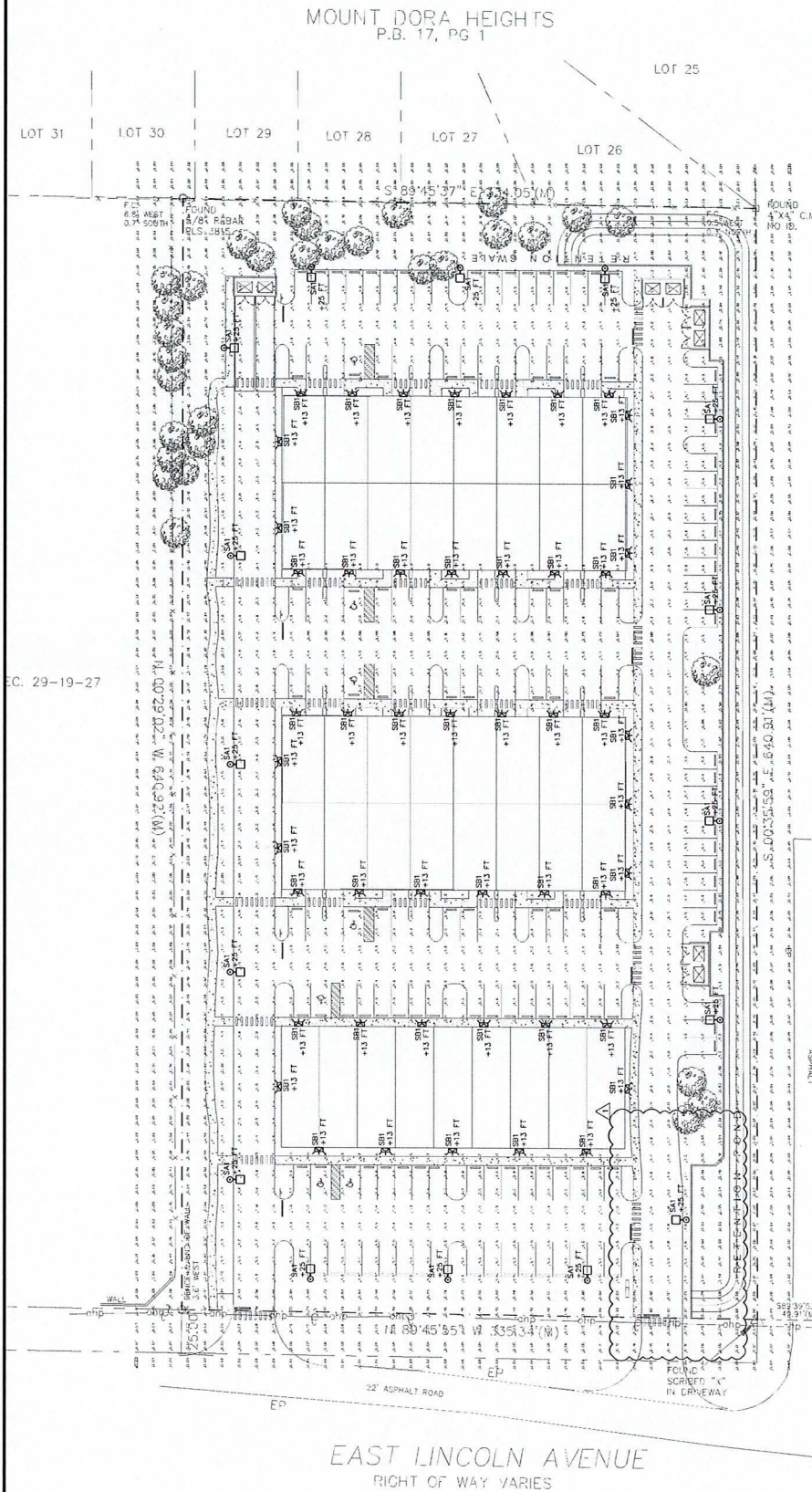
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**STORMWATER INLET**  
SECTION 1  
SCALE: 1/2" = 1'-0"





| LUMINAIRE LIST |                   |                                                                         |                                       |                      |               |                    |                |          |
|----------------|-------------------|-------------------------------------------------------------------------|---------------------------------------|----------------------|---------------|--------------------|----------------|----------|
| INDEX          | MANUFACTURER      | ARTICLE NAME                                                            | ITEM NUMBER                           | FITTING              | LUMINOUS FLUX | MAINTENANCE FACTOR | CONNECTED LOAD | QUANTITY |
| SAT            | CONQUEST LIGHTING | TALON MEDIUM LED SITE LIGHT TYPE 3 (3" DIA) LIGHT CONTROL               | 300-333-1000<br>ET-333-1000<br>70 TOR | 3700K CCT,<br>70 CRI | 7716 LM       | 0.80               | 78.3 W         | 16       |
| SBI            | CONQUEST LIGHTING | IMPACT LITE LED 70 TOR, 3000K, 1000LM, 100W, 120V, 1-1/2" DIA, 1-1/2" H | 300-333-2000<br>ET-333-2000<br>70 TOR | 3700K CCT,<br>70 CRI | 7090 LM       | 0.80               | 88.2 W         | 50       |

| # | NAME      | PARAMETER                 | MIN      | MAX     | AVERAGE | MIN/AVERAGE | MIN/MAX |
|---|-----------|---------------------------|----------|---------|---------|-------------|---------|
| 1 | SITE PLAN | PERPENDICULAR ILLUMINANCE | 0.004 fC | 7.30 fC | 1.46 fC | 0.003       | 0.001   |

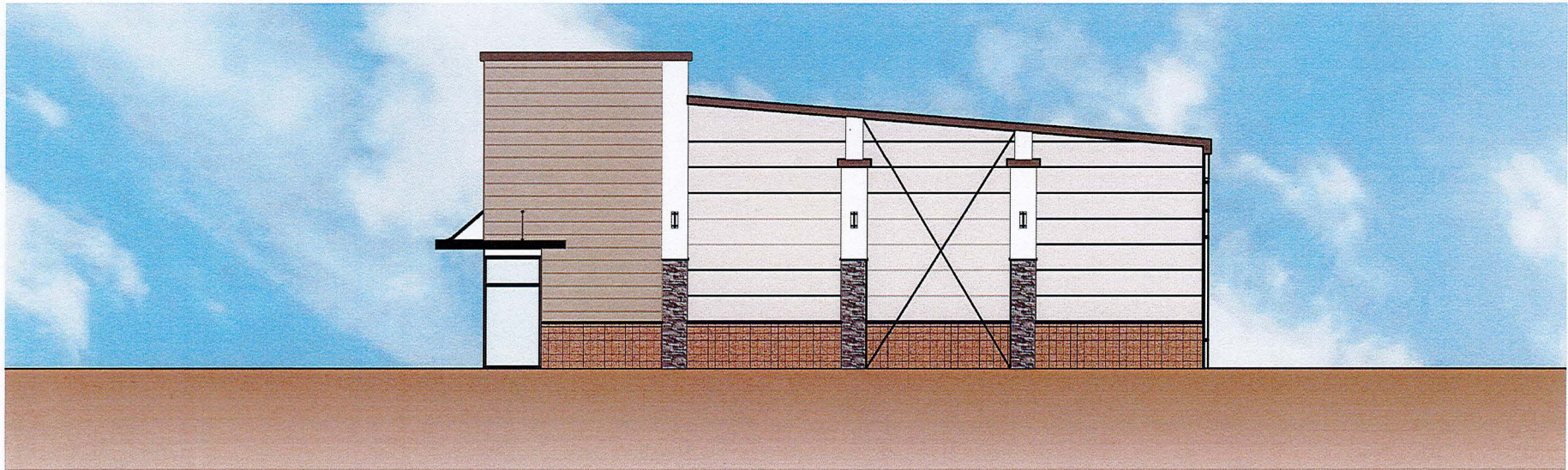


# 1 PHOTOMETRIC SITE PLAN



[illegible][illegible]





**SIDE ELEVATION - BUILDING 1**

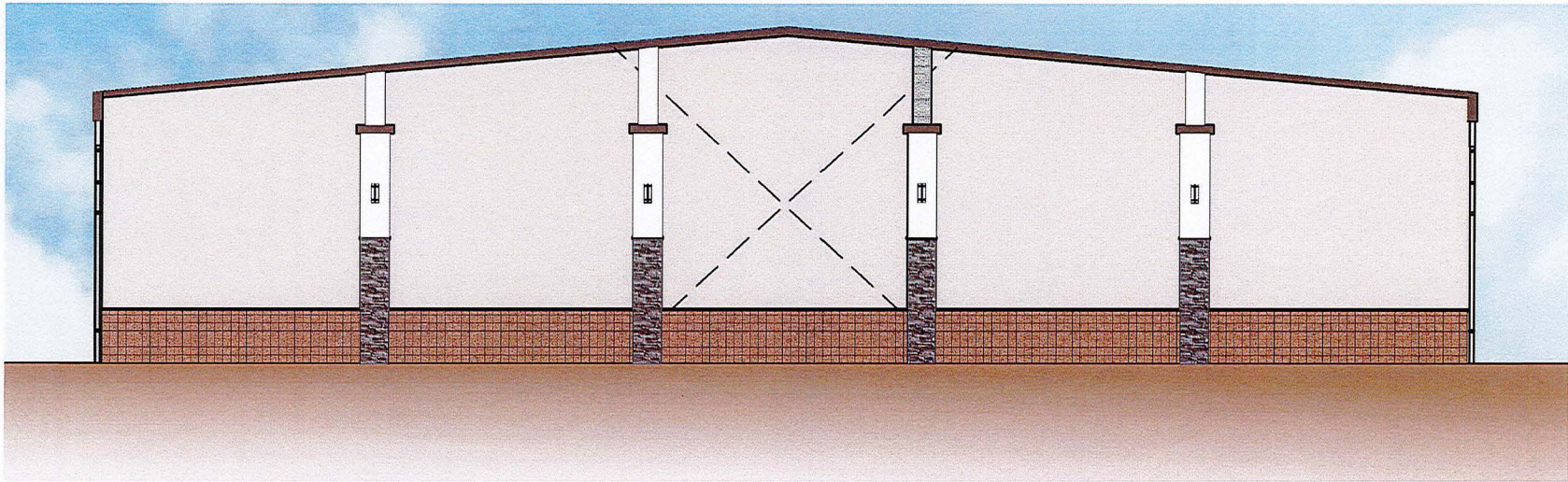


**FRONT ELEVATION - BUILDING 1**  
**EXTERIOR ELEVATION**

**1649 LINCOLN AVE - SMALL BAY**

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**TYPICAL SIDE ELEVATION - BUILDING 2 & 3**



**FRONT ELEVATION - BUILDING 2 & 3**

**EXTERIOR ELEVATION**

**1649 LINCOLN AVE - SMALL BAY**

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

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**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Approval of First Reading of **Ordinance No. 2025-05** to Extend the Approvals of the Waterman Village master PUD Plan to Allow for the Construction of Phase 2

---

**Introduction:**

This is a request for City Council to approve the first reading of Ordinance 2025-05 to extend the approval of the Waterman Village master PUD plan to allow for the construction of Phase 2.

**Discussion:**

On July 31, 2018, City Council adopted Ordinance No. 2018-08 which established a new Master Plan for the property known as “Waterman Village.” The Master Plan includes a full service retirement community with mixture of services and housing types; specifically, the development includes a 4-Story Independent living building, apartments, housing cottages (duplexes), and a memory care support facility. The project proposed to be developed in two phases.

Since its approval, the property underwent a replat (Plat Book 76, Page 30) approved on November 30, 2021, and obtained site plan approval from the Planning and Zoning Commission on October 16, 2019. A Site Development Permit was issued for Phase I (P-19-11-0096) was issued on December 19, 2019, and was finalized on May 31, 2023, after receiving an extension.

The site plan expired on October 16, 2020, and a second Site Development Permit was not issued for Phase II of Waterman Village. As such, the Applicant is seeking to amend the PUD to extend the expiration date of the PUD for five years to allow additional time to obtain a site development permit for Phase II of Waterman Village.

Phase II is located in the northeast corner of the property. Phase II of Waterman Village contains a one-story memory support facility with 24 beds; two, four-story independent living facilities with a commons (easting establishment, common area, etc.); and five cottages/duplexes consisting of ten dwelling units.

The Applicant indicated that they are requesting an extension to the PUD due to increased



construction costs and possible utility capacity issues. No changes to the development plan are requested.

Staff finds the request consistent with the Land Development Code and Comprehensive Plan, and recommends approval of the application, as presented, and of the request to extend the expiration date an additional five years.

The Planning and Zoning Commission (PZC) at their regularly scheduled meeting held on February 19, 2025, recommended approval of the PUD Master Plan Amendment with the recommendation that additional plantings are placed in the landscaping buffers associated with Phase II.

Further rezoning descriptions and details are contained in the staff report prepared for the Planning and Zoning Commission (PZC), included as Attachment #1. Legal advertisements for the adoption hearing are included in Attachment #2. Pursuant to Florida Statutes, Section 166.041(4), the completed Ordinance Business Impact Estimate is included as Attachment #3.

**Budget Impact:**

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

**Strategic Impact:**

PUD Master Plan request which address density and intensity changes are consistent with Growth Management and Economic Development Goals to foster development and growth opportunities. GOAL 1: Economic Development; Objective 1.3. Attract new residential development.

**Recommendation:**

City Council to approve First Reading of Ordinance No. 2025-05 to extend the approvals of the Waterman Village master PUD plan to allow for the construction of Phase 2 and hold a hearing for second reading and adoption.

**Attachment(s):**

1. Attachment #1 - Waterman Village PUD Amendment - PZC Staff Report
2. Attachment #2 - Legal Publications
3. Attachment #3 - Business Impact Estimate
4. Ordinance No 2025-05 Waterman Village PUD Amendment

Prepared by: Michele Janiszewski, Senior Planner  
Reviewed by: Michele Janiszewski, Senior Planner  
City Attorney, City Attorney  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 3/21/2025  
Approved - 3/26/2025  
Approved - 3/26/2025  
Final Approval - 3/26/2025



**CITY HALL**  
 510 North Baker Street  
 Mount Dora, Florida 32735  
 352-735-7100  
 MountDora.gov

**DATE:** February 19, 2025

**TO:** Planning and Zoning Commission

**FROM:** Development Review Committee  
 Michele Janiszewski, AICP, Senior Planner

**RE:** Request for PUD Amendment (Final Development Plan); Waterman Village (Project Name); 36.97 Acres (Site Area); South of US Highway 441 and on the East Side of Donnelly Street (Location); Waterman Communities, Inc. (Owner); Andrew Dujon (Applicant); Brett J. Tobias, P.E, HALFF Associates (Engineer)  
 Project No. PUD24-02

**Requested Action:**

Amend Planned Unit Development (PUD) 2018-08 to extend the expiration date of the PUD to allow for the construction of Phase 2, as originally depicted on their Master Plan. There are no proposed changes to the Master Plan.

**RECOMMENDATION:**

Staff finds the request consistent with the Land Development Code and Comprehensive Plan, and recommends approval of the request to amend PUD Ordinance 2018-08 to extend the expiration date an additional five years.

**REFERENCE AND SUPPORT:**

Section 3.4.5. Land Development Code.

Preliminary PUD Resolution No. 2018-07, Approved on February 6, 2018.

Final PUD Ordinance No. 2018-08, Approved on July 31, 2018.

**DEVELOPMENT SUMMARY:**

|                  |                                                                        |                         |
|------------------|------------------------------------------------------------------------|-------------------------|
| Site Area:       | 4.51 acres                                                             | Lake area               |
|                  | 7.91 acres                                                             | Floodplain area         |
|                  | 5.55 acres                                                             | Wetland area            |
|                  | 1.75 acres                                                             | Right-of-Way Dedication |
|                  | <u>27.31 acres</u>                                                     | <u>Developable area</u> |
|                  | 36.97                                                                  | Total Acres             |
| Future Land Use: | High Density Residential (Max. 12 DU/AC)                               |                         |
| Current Zoning:  | PUD by Ordinance 2018-08                                               |                         |
| Proposed Zoning: | PUD                                                                    |                         |
| Existing Use:    | Vacant Land and Lake                                                   |                         |
| Proposed Use:    | Assisted Living Retirement Community                                   |                         |
|                  | Phase 1: 52 Cottages, 95 Independent Living, and 24 Bed Memory Support |                         |
|                  | Phase 2: 10 Cottages, 75 Independent Living, and 24 Bed Memory Support |                         |

|                     | <u>Standard</u>                                      | <u>Proposed</u>                                      |
|---------------------|------------------------------------------------------|------------------------------------------------------|
| Density:            | 12 DU/ acre or 328 Units<br>(12 du/ac x 27.31 acres) | 8.50 du/ac or 232 Units<br>(232 units / 27.31 acres) |
| Building Height:    | Maximum of 60 feet                                   |                                                      |
| Open Space:         | Minimum of 25%                                       | 39%                                                  |
| Impervious Surface: | Maximum of 65%                                       | 60%                                                  |

**SURROUNDING PROPERTY INFORMATION:**

| <i>Direction</i> | <i>City/County</i> | <i>FLU</i>   | <i>Zoning</i> | <i>Existing Use(s)</i>       |
|------------------|--------------------|--------------|---------------|------------------------------|
| North            | City               | Commercial   | C-3           | Retail                       |
| South            | City               | LM / PLI     | R-1A / PLI    | Vacant Land/City Water Plant |
| East             | City               | PUD          | PUD           | Commercial / Residential     |
| West             | City               | High Density | PUD           | Retirement / Assisted Living |

**STAFF ANALYSIS:**

This property was previous master planned under Ordinance No. 820 adopted on October 1, 2002, for the “Waterman Cove.” The Waterman Cove project allowed the property to be developed with 167 dwelling units and a 2.50 acre tract for support commercial uses. On July 18, 2006, City Council adopted Ordinance 920 which established a new Development Plan / Master PUD plan for the property titled ‘Traditions on Fiddler’s Pond’ which allowed the property to be developed with 126 dwelling units and 2.57 acres of commercial uses.

On July 31, 2018, City Council adopted Ordinance No. 2018-08 which established a new Master Plan for the property known as “Waterman Village.” The Master Plan includes a full service retirement community with mixture of services and housing types; specifically, the development includes a 4-Story Independent living building, apartments, housing cottages (duplexes), and a memory care support facility. The project proposed to be developed in two phases.

Since its approval, the property underwent a replat (Plat Book 76, Page 30) approved on November, 30, 2021, and obtained site plan approval from the Planning and Zoning Commission on October 16, 2019. A Site Development Permit for Phase I (P-19-11-0096) was issued on December 19, 2019, and was finalized on May 31, 2023, after receiving an extension.

LDC Section 5.2.5 states:

*Following approval of the site plan, the applicant shall have one year to obtain a permit for construction on the site. The site plan for any site where a permit for construction has not been issued within one year of approval may be reevaluated by the planning and zoning commission, and any newly adopted standards will be utilized. An extension of the time limit may be requested in writing by the applicant before the time limit expires. Cause for the extension must be shown.*

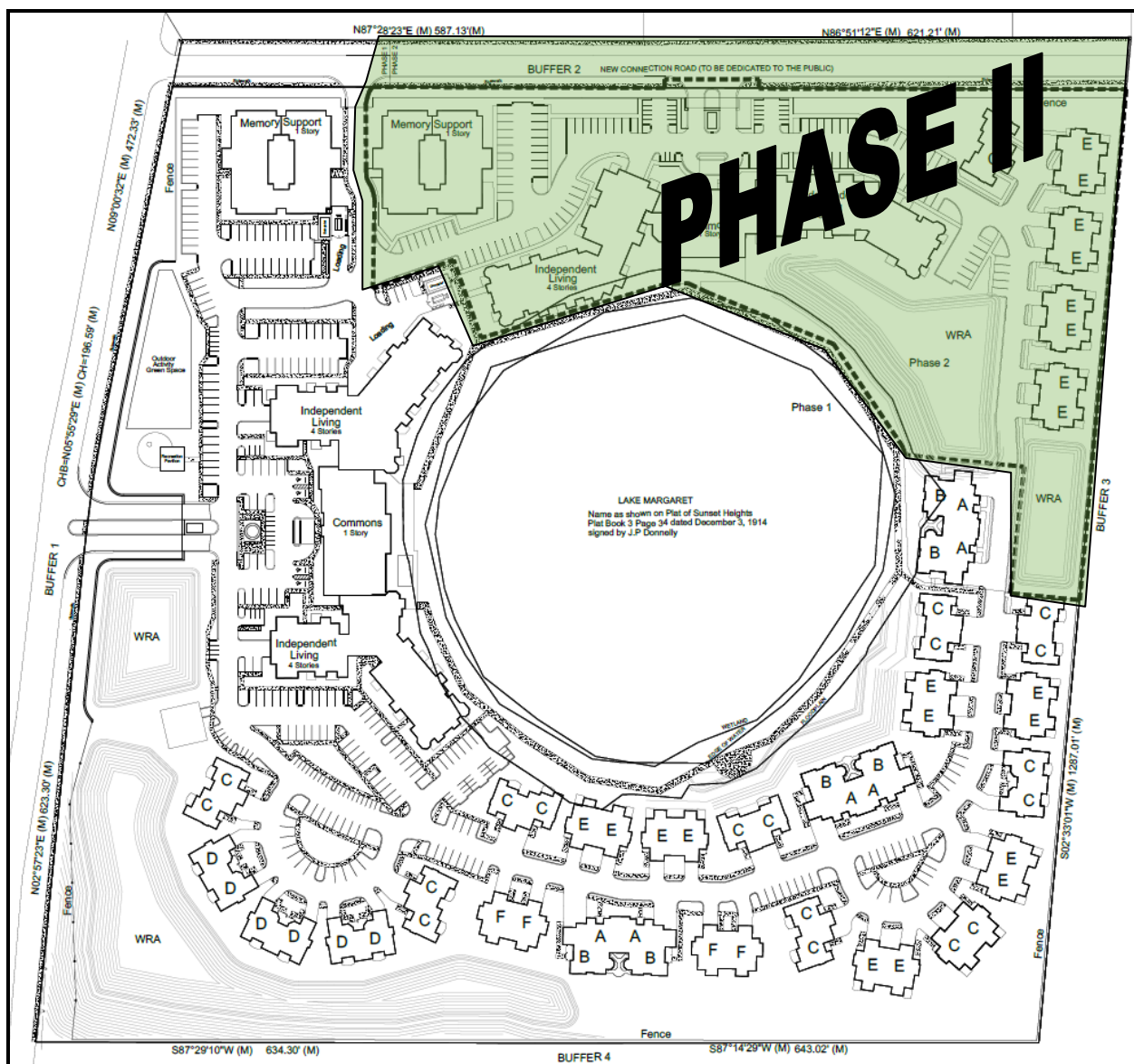
LDC Section 3.4.5 (6)(f)(2), states:

*Actual construction must begin within the planned unit development within 12 months of approval of the final master plan. If actual construction has not begun, the final master*

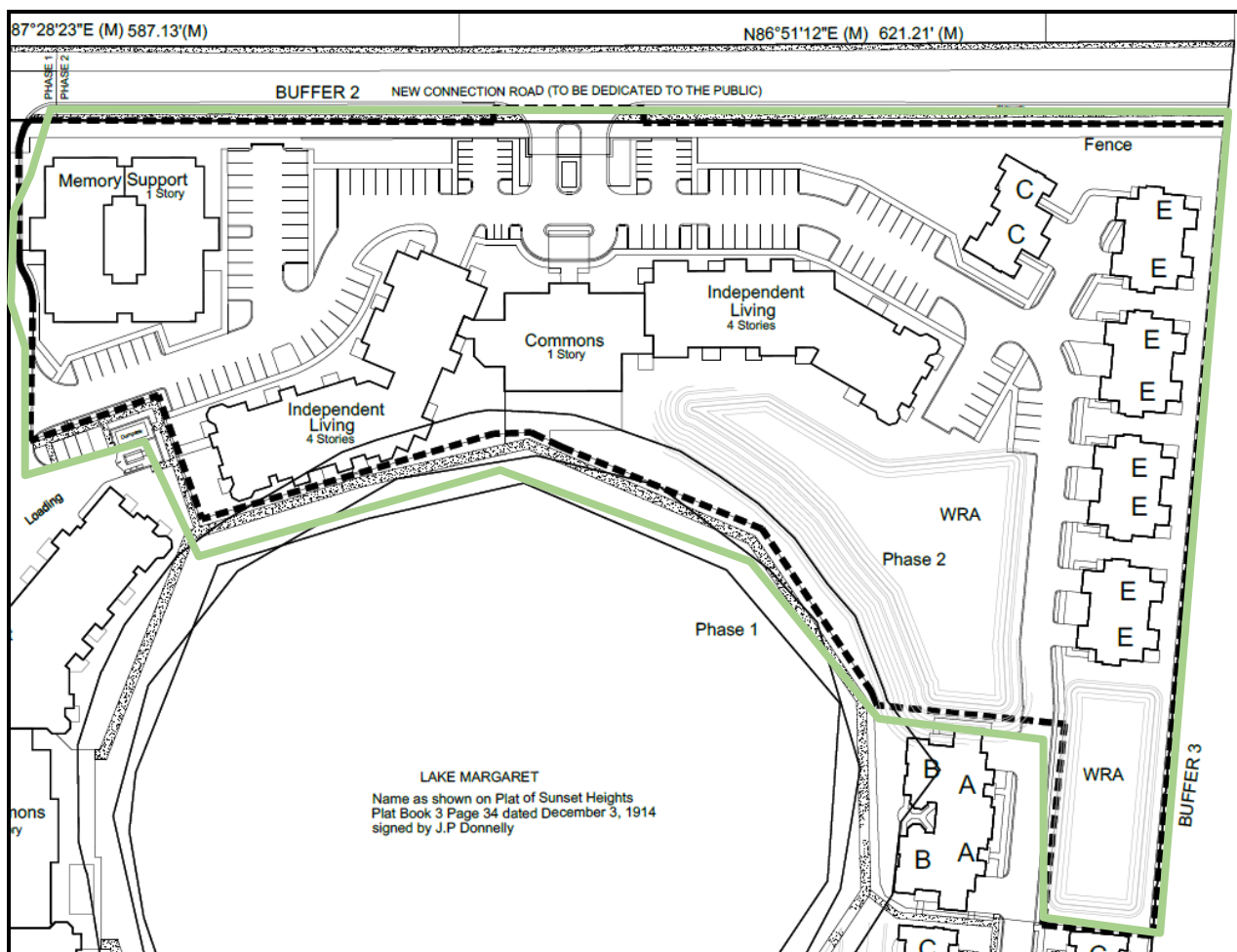
*plan approval and any vesting which may be claimed thereby shall be void. The applicant may request a six-month extension prior to expiration to the development review committee. Construction shall be deemed to commence upon receipt of a site development permit or building permit for the development.*

The site plan expired on October 16, 2020, and a second Site Development Permit was not issued for Phase II of Waterman Village. As such, the Applicant is seeking to amend the PUD to extend the expiration date of the PUD for five years to allow additional time to obtain a site development permit for Phase II of Waterman Village.

Phase II is located in the northeast corner of the property. Phase II of Waterman Village contains a one-story memory support facility with 24 beds; two, four-story independent living facilities with a commons (easting establishment, common area, etc.); and five cottages/duplexes consisting of ten dwelling units (below).



Planning & Zoning Commission – February 19, 2025  
Waterman PUD Amendment



The Applicant indicated that they are requesting an extension to the PUD due to increased construction costs and possible utility capacity issues. No changes to the development plan are requested.

## **DEVELOPMENT STEPS:**

|                                  |                                                                                |
|----------------------------------|--------------------------------------------------------------------------------|
| Step 1. Final PUD:               | <b>DRC » PZC » City Council 1<sup>st</sup> Reading » City Council Adoption</b> |
| Step 2. Site Plan:               | <b>DRC » PZC</b>                                                               |
| Step 3. Site Development Permit: | <b>Site Permit » Site Work » Final Site Inspections</b>                        |
| Step 4. Building Permits:        | <b>Building Permit » Construction » Inspections » CO</b>                       |

## **ATTACHMENTS:**

Application  
Draft Ordinance  
Final PUD Master Plan



Attachment #2 - Legal Publications  
**NOTICE OF PROPOSED ENACTMENT**  
**ORDINANCE NO. 2025-10**  
**CITY OF MOUNT DORA, FLORIDA**

Notice is hereby given that the City Council of the City of Mount Dora, Florida proposes to enact Ordinance 2025-05. The final public hearing on the ordinance will be held on Tuesday, April 1, 2025 at 6:00 p.m., or as soon thereafter as possible at Mount Dora City Hall, 510 North Baker Street, Mount Dora, Florida.

The title and substance of Ordinance 2025-05 is as follows:

**ORDINANCE NO: 2025-05**

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE PLANNED UNIT DEVELOPMENT ESTABLISHED BY ORDINANCE 2018-08 PERTAINING TO PROPERTY GENERALLY LOCATED SOUTH OF U.S. HIGHWAY 441 AND EAST OF DONNELLY STREET; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; AMENDING AND REPLACING ORDINANCE 2018-08 FOR THE WATERMAN VILLAGE PLANNED UNIT DEVELOPMENT TERMS AND CONDITIONS; 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.

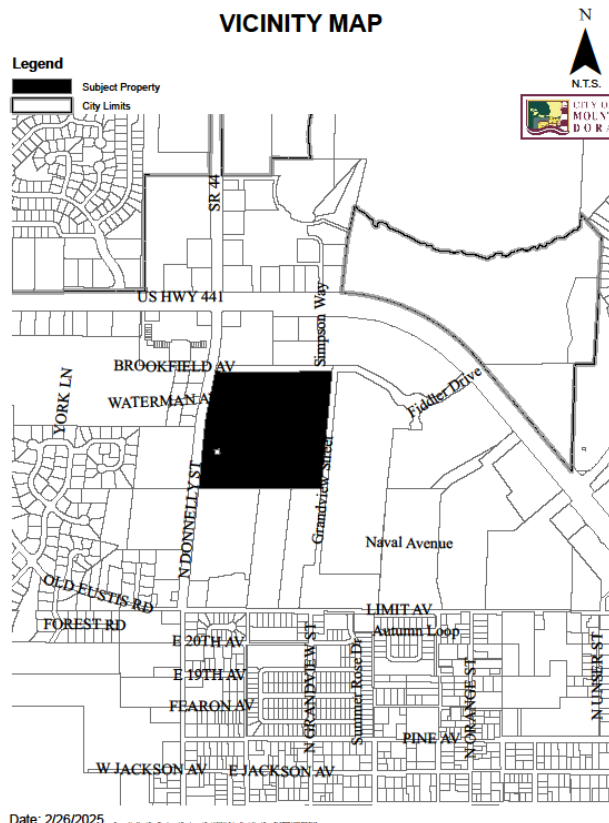
Published Legal Notice: March 21, 2025

# NOTICE OF ZONING CHANGE CITY OF MOUNT DORA, FLORIDA

Notice is hereby given that the City Council of the City of Mount Dora, Florida proposes Final Reading of Ordinance No. 2025-05 amendment to the Waterman Village Planned Unit Development for the lands within the area shown in the map in this advertisement. This meeting is to be held on **Tuesday, April 1, 2025, at 6:00 p.m.** or as soon thereafter as possible at City Hall, 510 North Baker Street, Mount Dora, Florida.

## ORDINANCE NO: 2025 - 05

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE PLANNED UNIT DEVELOPMENT ESTABLISHED BY ORDINANCE 2018-08 PERTAINING TO PROPERTY GENERALLY LOCATED SOUTH OF U.S. HIGHWAY 441 AND EAST OF DONNELLY STREET; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; AMENDING AND REPLACING ORDINANCE 2018-08 FOR THE WATERMAN VILLAGE PLANNED UNIT DEVELOPMENT TERMS AND CONDITIONS; 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.**



## Attachment #2 - Legal Publications

Interested parties may appear at the above meeting and be heard with respect to the proposed amendment to the Planned Unit Development.

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 proposed ordinance 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 AM and 5:00 PM, 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.

Title in 18 point  
2 column, 10.5 inch; Non-legal  
Publish Date: March 21, 2025

**ORDINANCE BUSINESS IMPACT ESTIMATE**

*Florida Statutes, Section 166.041(4)*

**ORDINANCE NUMBER: 2025-05**

**ORDINANCE TITLE: PUD AMENDMENT**

**DEPARTMENT: PLANNING AND DEVELOPMENT**

**MEETING DATE: APRIL 1, 2025 AND APRIL 15, 2025**

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*This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Mount Dora's website by the time notice of the proposed ordinance is published.*

**ORDINANCE NO: 2025-05**

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE PLANNED UNIT DEVELOPMENT ESTABLISHED BY ORDINANCE 2018-08 PERTAINING TO PROPERTY GENERALLY LOCATED SOUTH OF U.S. HIGHWAY 441 AND EAST OF DONNELLY STREET; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; AMENDING AND REPLACING ORDINANCE 2018-08 FOR THE WATERMAN VILLAGE PLANNED UNIT DEVELOPMENT TERMS AND CONDITIONS; 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.**

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law<sup>1</sup> for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

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<sup>1</sup> See Section 166.041(4)(c), Florida Statutes.

- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  - a. Development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
  - b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the City of Mount Dora;
  - c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  - d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  - e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals, and welfare):

This ordinance proposes a rezoning of private lands. This ordinance does not pertain to public safety, public health, safety, morals, and welfare.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur;

No direct impact to general businesses.

(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and

No new charges or fees are set forth in the ordinance.

(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No additional regulatory costs, staff administration only.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

This ordinance is not anticipated to affect businesses.

4. Additional information the governing body deems useful (if any):

N/A



**ORDINANCE NO: 2025-05**

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE PLANNED UNIT DEVELOPMENT ESTABLISHED BY ORDINANCE 2018-08 PERTAINING TO PROPERTY GENERALLY LOCATED SOUTH OF U.S. HIGHWAY 441 AND EAST OF DONNELLY STREET; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; AMENDING AND REPLACING ORDINANCE 2018-08 FOR THE WATERMAN VILLAGE PLANNED UNIT DEVELOPMENT TERMS AND CONDITIONS; 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,** Lakeside at Waterman Village, LLC (Property Owner) owns 36.97 +/- acres of land generally located east of Donnelly Street and south of Fiddler Drive more particularly described in **Exhibit “A,”** attached hereto (Property); and

**WHEREAS,** Ordinance 820 was adopted on October 1, 2002, and established a Planned Unit Development (PUD) and development plan on the property known as ‘Waterman Cove;’ and

**WHEREAS,** Ordinance 902 was adopted on July 16, 2006, which amended Ordinance 820 and established a new development plan on the property known as ‘Traditions on Fiddler’s Pond by Lake Care Systems, Inc.;’ and

**WHEREAS,** Ordinance 2018-08 was adopted on July 31, 2018, which established approved a final development plan and reassigned a new PUD zoning classification to the property known as ‘Waterman Village;’ and

**WHEREAS,** the Property Owner has filed a petition with the City of Mount Dora Florida, pursuant to the provisions of Section 3.4.5, Land Development Code, to amend Ordinance 2018-08 to extend the expiration date of the PUD; and

**WHEREAS,** the Property Owner is not seeking to change the Final Development Plan / Master PUD Plan; and

**WHEREAS,** the Waterman Village Final Development Plan (PUD Master Plan) terms and conditions are consistent with the City's Comprehensive Plan and the underlying Residential High Density Residential Future Land Use designation; 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 February 19, 2025, the City of Mount Dora Planning and Zoning Commission recommended approval of the amendment to Ordinance 2018-08; and

**WHEREAS**, the City of Mount Dora held a duly noticed public hearing on the proposed amendment to the PUD for the Property, considered the findings and advice of staff and considered the written information, oral comments and supporting data and analysis provided by members of the public and all interested parties; and

**WHEREAS**, the City Council of the City of Mount Dora finds such zoning to be in the best interest of the inhabitants of said City and, accordingly, has determined to amend the Official Zoning Map as hereinafter set forth.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF 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 the Florida law in processing this Ordinance. The above recitals are hereby adopted.

**SECTION 2. FINAL DEVELOPMENT PLAN (PUD MASTER PLAN) TERMS AND CONDITIONS.**

- (a). That certain parcel of property described in Exhibit 'A' hereby zoned PUD (Planned Unit Development), subject to the conditions as set forth in this ordinance.
- (b). The prior PUD Ordinances affecting the property (Ordinance 820, Ordinance 920, and Ordinance 2018-08) are hereby vacated and deleted in their entirety.
- (c). The Waterman Village Master Development Plan attached hereto as Exhibit "B" is hereby adopted. The Property shall be subject to all conditions set forth in the City's Land Development Code, except for the conditions, zoning performance standards, site designs standards, permitted uses and other components described or graphically depicted on the Waterman Village Master Development Plan attached hereto which shall be the controlling master plan for the Property.
- (d). The Waterman Village Master Development Plan shall not expire for five years after the date of approval.
- (e). The Official City Zoning Map shall be amended to conform to the zoning assigned as described in Section 2 of this Ordinance.

**SECTION 3. 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 4. SAVINGS CLAUSE.** All prior actions of the City of Mount Dora pertaining to the zoning district classification change for the Property and Zoning Map amendment, as well as any and all matters relating thereto, are hereby ratified and affirmed consistent with the provisions of this Ordinance.

**SECTION 5. 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 6. CONFLICTS.** All Ordinances or parts of Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

**SECTION 7. 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 8. EFFECTIVE DATE.** This Ordinance shall take effect immediately upon adoption.

**FIRST READING:            April 1, 2025**

**SECOND READING:        April 15, 2025**

**PASSED AND ADOPTED this 15<sup>th</sup> day of April 2025.**

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James Homich, Mayor  
City of Mount Dora, Florida

ATTEST:

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Jeanann Hand, City Clerk

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

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Patrick Brackins, City Attorney

**EXHIBIT 'A' – Legal Description**  
**Waterman Village Legal Description**

LOT J, K AND M, SUNSET HEIGHTS, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 34, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

TOGETHER WITH, BLOCK 4, NORTH DORA, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 15, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

TOGETHER WITH, THE SOUTH 24.75 FEET OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA.

TOGETHER WITH, THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, LYING SOUTH OF LOT K OF SUNSET HEIGHTS, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 34, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, AND LESS THE SOUTH 24.75 FEET OF THE SAID SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4.

MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THAT PART OF THE SOUTHWEST 1/4 OF SECTION 20, TOWNSHIP 19 SOUTH, RANGE 27 EAST AND THE SOUTHEAST 1/4 OF SECTION 19, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE WEST 1/4 CORNER OF SECTION 20, TOWNSHIP 19 SOUTH, RANGE 27 EAST, LAKE COUNTY, FLORIDA, ALSO BEING THE NW CORNER OF LOT M (USGLO PIPE), SUNSET HEIGHTS, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 34, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, AND RUN THENCE NORTH 86°50'47" EAST, ALONG THE NORTH LINE OF THE SOUTHWEST 1/4 OF SAID SECTION 20 ALSO BEING THE NORTH LINE OF SAID LOT M, A DISTANCE OF 621.20 FEET TO THE NE CORNER OF SAID LOT M; THENCE SOUTH 02°32'56" WEST, ALONG THE EAST LINES OF LOT M AND LOT K OF SAID SUNSET HEIGHTS, A DISTANCE OF 1286.94 FEET TO THE SE CORNER OF SAID LOT K; THENCE SOUTH 87°13'48" WEST, ALONG THE SOUTH LINE OF SAID LOT K, A DISTANCE OF 643.04 FEET TO THE SE CORNER OF LOT J OF SAID SUNSET HEIGHTS; THENCE SOUTH 87°29'55" WEST, 634.41 FEET, ALONG THE SOUTH LINE OF SAID LOT J, TO AN INTERSECTION WITH THE EASTERLY RIGHT OF WAY LINE OF COUNTY ROAD 44-B (DONNELLY STREET) AND A 4"X4" CONCRETE MONUMENT (PLS 3351);

THENCE ALONG THE EASTERLY RIGHT OF WAY LINE THE FOLLOWING (3) THREE COURSES, NORTH 02°57'22" EAST A DISTANCE OF 623.26 FEET TO THE BEGINNING OF A CIRCULAR CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF

1860.08 FEET; THENCE ALONG THE ARC OF SAID CURVE 196.63 FEET THROUGH A CENTRAL ANGLE OF 06°03'24" (CHORD OF 196.53 FEET AND CHORD BEARING NORTH 05°59'04" EAST) TO A POINT OF TANGENCY; THENCE NORTH 09°00'46"EAST A DISTANCE OF 472.40 FEET TO A POINT OF INTERSECTION OF SAID EASTERLY R/W WITH THE WESTERLY EXTENSION OF THE SOUTH LINE OF SANDY RIDGE CROSSING, A SUBDIVISION RECORDED IN PLAT BOOK 33, PAGE 49, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BEING MONUMENTED WITH A 5/8 INCH IRON PIN MARKED (LB 6676); THENCE DEPARTING SAID EASTERLY RIGHT OF WAY LINE, RUN NORTH 87°29'01" EAST 587.01 FEET ALONG SAID WESTERLY EXTENSION AND THE SOUTH LINE OF SANDY RIDGE CROSSING TO THE POINT OF BEGINNING.

CONTAINING 36.97 ACRE, MORE OR LESS.

SUBJECT TO ANY EASEMENTS, RIGHTS OF WAY, AND MATTERS OF RECORD



**EXHIBIT #2**  
**Waterman Village**  
**Final Development Plan (Final PUD Master Plan)**

# Final PUD Submittal for Waterman Village

Mount Dora, Florida

Project Team:



## DEVELOPER

Greystone Communities  
225 East John Carpenter Freeway, Suite 700  
Irving, Texas 75062  
Phone: 972-402-3700



## OWNER

Waterman Communities, Inc.  
250 Brookfield Avenue  
Mount Dora, FL 32757  
352-383-0051



## ARCHITECT

AG Architecture  
1414 Underwood Avenue, #301  
Wauwatosa, WI 53213  
Phone: 414-431-3131



**Green Consulting Group, Inc.**  
Landscape Architecture ■ Site Planning ■ Development Assistance  
4070 United Avenue, Mount Dora, Florida 32757  
352-357-9241 • Fax 352-357-9278 LC26000288

## PLANNER/LANDSCAPE ARCHITECT

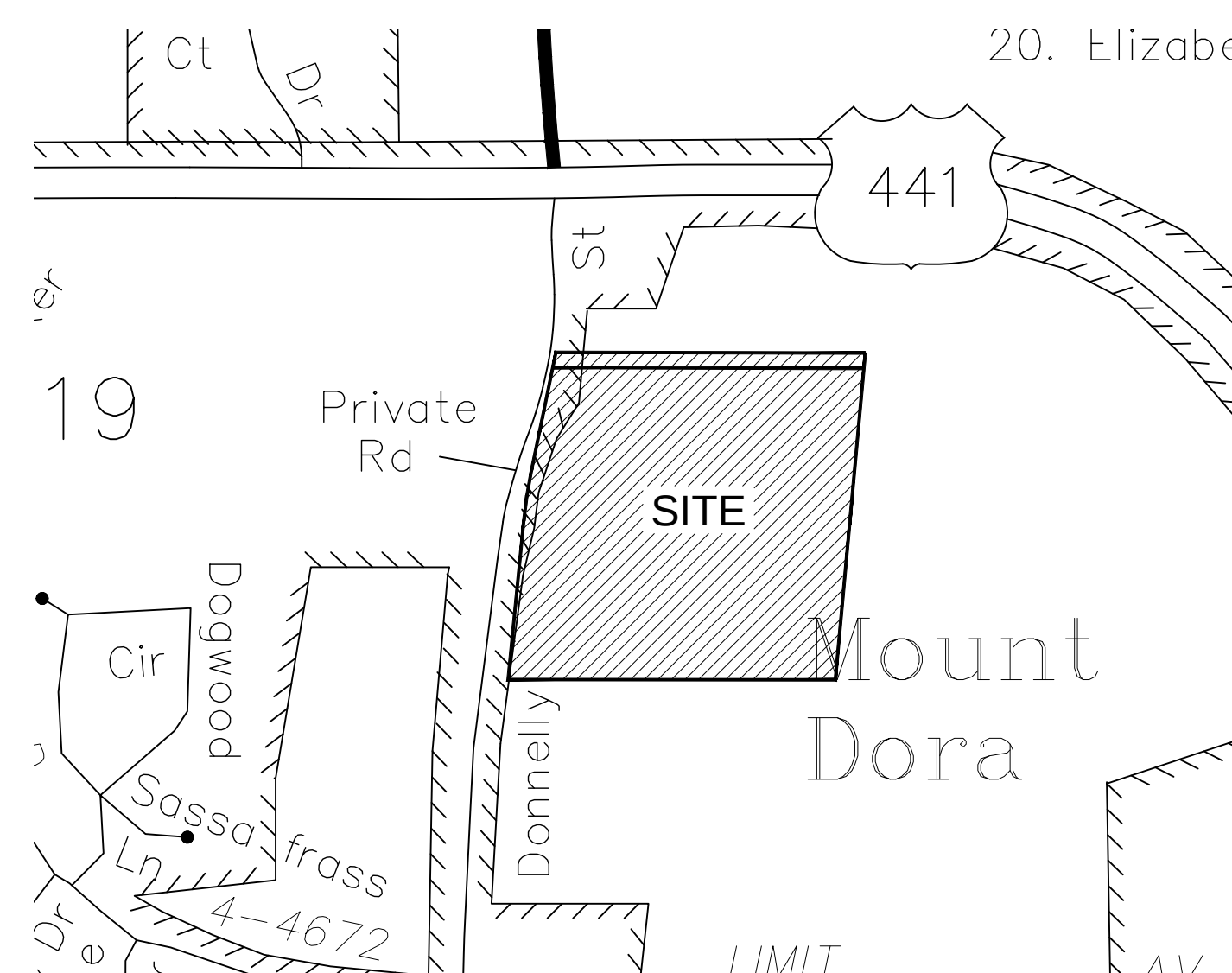


## CIVIL ENGINEER

SOILS MAP:  
9 - CANDLER SAND, 5 TO 12 PERCENT SLOPES  
10 - CANDLER SAND, 12 TO 40 PERCENT SLOPES  
45 - TAVARES SAND, 0 TO 5 PERCENT SLOPES  
99 - WATER

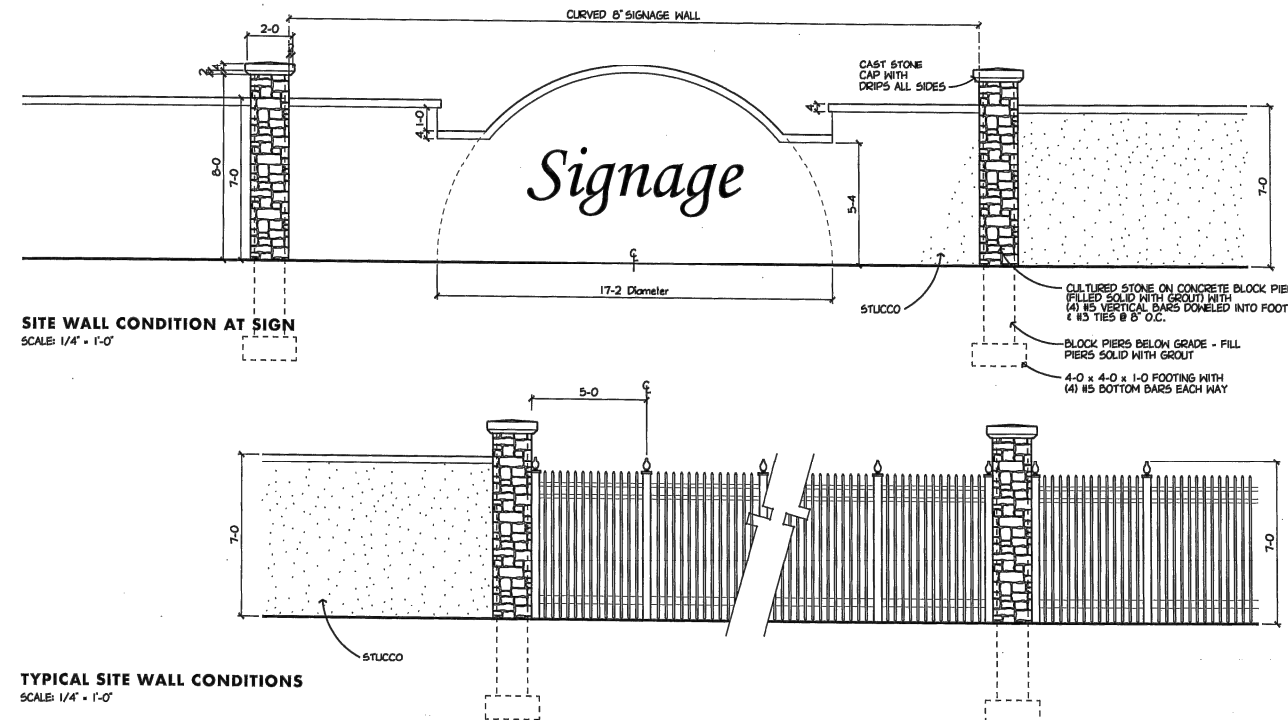
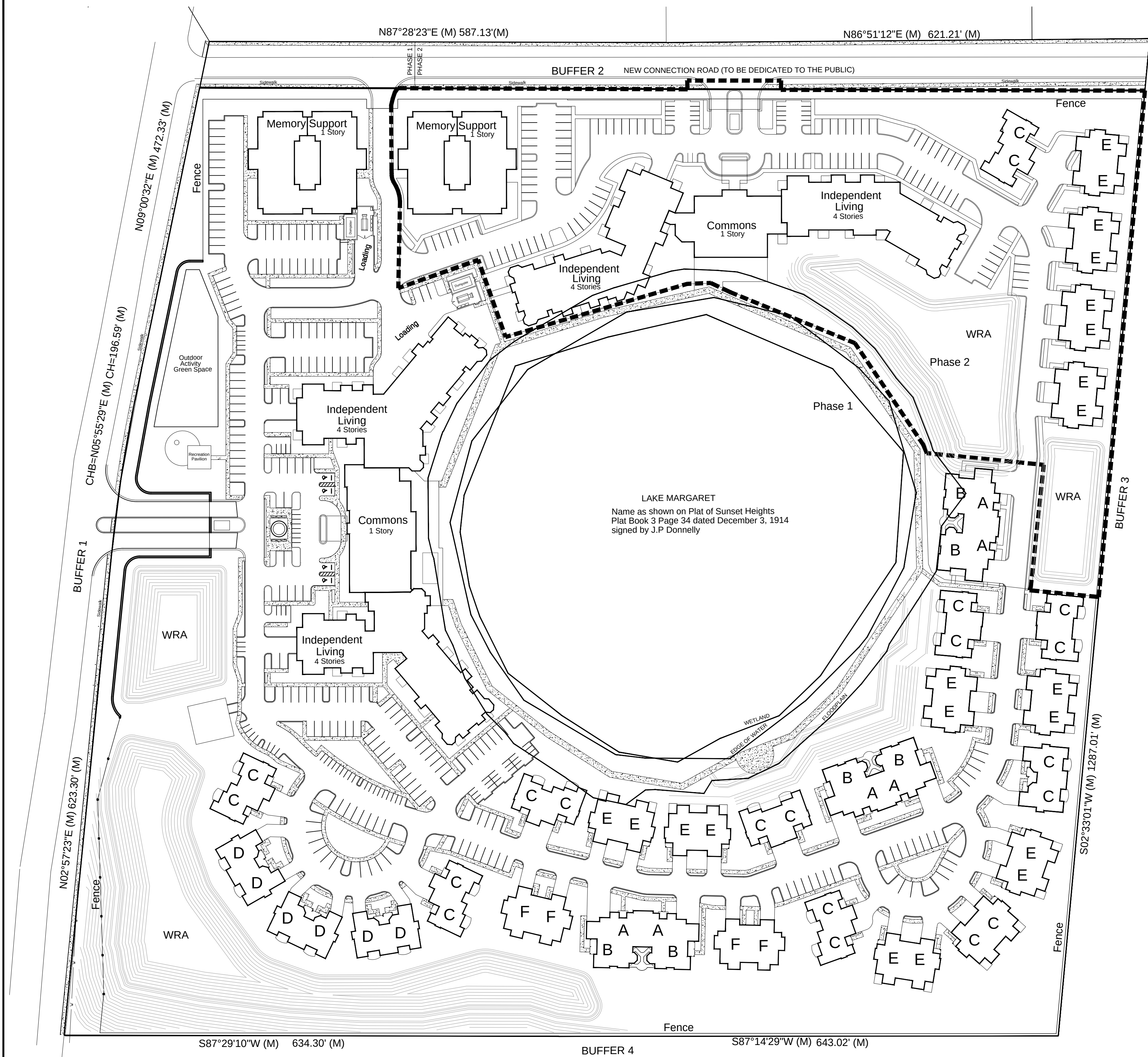


Soils Map  
NTS



Location Map  
Scale: 1" = 2000'





Donnelly Street Fence Details (NTS)

UNDERLYING LEGAL DESCRIPTION:

LOT 3, K AND M, SUNSET HEIGHTS, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 3, PAGE 34, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

TOGETHER WITH, BLOCK 4, NORTH DORA, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 1, PAGE 15, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

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NORTH LINE OF SAID LOT M, A DISTANCE OF 621.20 FEET TO THE NE CORNER OF SAID LOT M; THENCE SOUTH 02°32'56" WEST, ALONG THE EAST LINES OF LOT M AND LOT K OF SAID SUNSET HEIGHTS, A DISTANCE OF 1286.94 FEET TO THE SE CORNER OF SAID LOT K; THENCE SOUTH 87°13'48" WEST, ALONG THE SOUTH LINE OF SAID LOT K, A DISTANCE OF 643.04 FEET TO THE SE CORNER OF LOT J OF SAID SUNSET HEIGHTS; THENCE SOUTH 87°29'02" WEST, 634.41 FEET, ALONG THE SOUTH LINE OF SAID LOT J, TO AN INTERSECTION WITH THE EASTERLY RIGHT OF WAY LINE OF COUNTY ROAD 44-B (DONNELLY STREET) AND A 4"x4" CONCRETE MONUMENT (PLS 3351); THENCE ALONG THE EASTERLY RIGHT OF WAY LINE THE FOLLOWING (2) THREE COURSES, NORTH 02°57'22" EAST A DISTANCE OF 623.26 FEET TO THE BEGINNING OF A CIRCULAR CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 1860.08 FEET; THENCE ALONG THE ARC OF SAID CURVE 196.63 FEET THROUGH A CENTRAL ANGLE OF 86°03'24" (CHORD OF 196.53 FEET AND CHORD BEARING NORTH 05°59'04" EAST) TO A POINT OF TANGENCY; THENCE NORTH 09°00'46" EAST A DISTANCE OF 472.40 FEET TO A POINT OF INTERSECTION OF SAID EASTERLY R/W WITH THE WESTERLY EXTENSION OF THE SOUTH LINE OF SANDY RIDGE CROSSING, A SUBDIVISION RECORDED IN PLAT BOOK 33, PAGE 49, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BEING MONUMENTED WITH A 5/8 INCH IRON PIN MARKED (L.B. 8678); THENCE DEPARTING SAID EASTERLY RIGHT OF WAY LINE, RUN NORTH 87°29'01" EAST 587.01 FEET ALONG SAID WESTERLY EXTENSION AND THE SOUTH LINE OF SANDY RIDGE CROSSING TO THE POINT OF BEGINNING.

CONTAINING 36.97 ACRE, MORE OR LESS.

SUBJECT TO ANY EASEMENTS, RIGHTS OF WAY, AND MATTERS OF RECORD

OWNER  
Waterman Communities, Inc.  
250 Brookfield Avenue  
Mount Dora, FL 32757

DEVELOPER  
Greystone Communities  
225 East John Carpenter Freeway, Suite 700  
Irving, Texas 75062

TOTAL SITE: 36.97 ACRES

NEW RIGHT OF WAY FOR CONNECTION ROAD: 1.75 AC

TOTAL OPEN SPACE (less ROW): 13.81 AC

WETLANDS: 5.55 AC

LAKE: 4.51 AC

FLOODPLAIN: 7.91 AC

DEVELOPABLE AREA (less ROW less undevelopable area): 27.31 AC

THE EXISTING SITE CONTAINS  
Abandoned citrus, hardwoods, wetlands, and a lake.

DENSITY  
Maximum allowed: 12 du/ac = 346 dwellings  
Density Proposed:  
Total Site 36.97 AC (less new ROW less undevelopable area):  
36.97 - 1.75 = 35.22 - 7.91 = 27.31 AC  
232 Proposed Dwelling Units  
232 / 27.31 = 8.49 du/ac

TYPE OF PLANNED UNIT DEVELOPMENT  
Residential/Adult Living Facilities  
Dwelling Size (Living Area):  
Apartment (Independent living) - Minimum: 840 sq.ft, Average 1107 sq.ft  
Cottage - Minimum: 1350 sq.ft, Average 1671 sq.ft

TOTAL DWELLING UNITS: 232

PHASING USES  
Phase 1:  
Duplex/Quadplex Cottages - 52 DU  
Independent Living - 95 DU  
Memory Support - 24 BEDS  
Phase 2:  
Duplex/Quadplex Cottages - 10 DU  
Independent Living - 75 DU  
Memory support - 24 BEDS

PHASING TIMING  
Phase 2 construction plans will be submitted within 2 years of the completion of the last residential unit in phase 1.

IMPERVIOUS SURFACE AREA ALLOWED: 0.65  
35.22 x 0.65 = 22.89  
IMPERVIOUS SURFACE AREA PROPOSED: 60%  
21.20 AC = 0.60 = 60%  
MAXIMUM HEIGHT OF BUILDINGS PROPOSED: 60' per the code.

OPEN SPACE  
Required: 25% = 7.68 AC  
Proposed: (36.97 (total site) - 1.75 (ROW)) = 35.22 AC  
13.81 AC / 35.22 = .39 = 39%

SETBACKS  
North - 25', South - 30', East - 10', West - 30'

PROPOSED LANDSCAPE BUFFERS  
Buffer 1 - 10' width with 3 canopy and 5 understorey per 100' with a hedge & 50% groundcover with a 5' wall and/or fence.  
Buffer 2 - 25' width with 3 canopy and 5 understorey per 100' with a hedge & 5' fence.  
Buffer 3 - 30' width with 4 canopy and 5 understorey per 100' and a 5' fence.  
Buffer 4 - 30' width with 4 canopy and 5 understorey per 100' and a 5' fence.

OUTDOOR LIGHTING  
Will meet dark sky standards and will have enhanced fixtures.

GARAGES  
All cottages will have at least a single car garage.

DEVELOPMENT REVIEW  
All site development and review procedures shall follow the city's minimum standards and procedures unless otherwise contained in the PUD.

DONNELLY STREET PEDESTRIAN CONNECTION  
In order to facilitate pedestrian traffic across Donnelly street due to the proposed development, various options are being evaluated including different possible pedestrian bridge locations, bussing, intersection signalization and striping. Final option to be determined with Phase 1 Construction plans.

UTILITIES  
Water/sewer/re-use will be provided by the City of Mount Dora and constructed by the Waterman Village PUD to standards as contained in the Land Development Regulations..

TREE REPLACEMENT  
Will follow the requirements of the Land Development Regulations.  
20% of buffer canopy trees shall be considered as replacement trees.

CANOPY TREES  
All canopy trees will be 3.5" caliper.

TRAFFIC  
Traffic impacts will be mitigated as outlined in the Land Development Regulations.

ARTS CONTRIBUTION  
Contributions to enhance the Arts within Mount Dora will take the form of one of two options.

Option 1 will include working with the city staff, Arts Committee and City Council to create a "Welcome to Mount Dora" gateway if a pedestrian / cart bridge spanning Donnelly Street connecting the existing Waterman Village on the west side of Donnelly Street with the Waterman Village expansion on the east side of Donnelly Street is constructed. Option 1 will be elected by the developer and approved by the city at any time prior to the beginning of Phase Two of the development. Value shall not exceed \$150,000.

Option 2 will be in the form of a monetary contribution of \$150,000 to the City of Mount Dora to be utilized by the City for the enhancement of the Donnelly Street gateway. The payment would be payable to the City in two increments: one half will be paid prior to the obtaining the first building permit within the PUD and the balance will be paid prior to obtaining the first building permit within Phase Two of the PUD.

ARCHITECTURE  
If two story residential units are proposed in the final PUD the standards will follow the conceptual building designs as submitted with this preliminary PUD.

FIRE PREVENTION  
All buildings will be in full compliance with the 6th edition of Florida Fire Prevention Code. Fire protection system mains on private property shall meet the requirements and shall be installed per NFPA 24, *Standard for the Installation of Private Fire Service Mains and Their Appurtenances* and/or NFPA 13, *Standard for the Installation of Sprinkler Systems* as adopted in the Florida Fire Prevention Code.

FLOOD  
FEMA Base Flood and Flood Zone Determination will occur prior to final site plan.

SIGNAGE  
To follow PLI Zoning District regulations.

PLATTING  
A replat will be required and will be submitted with Phase 1 construction plans.

CONNECTION ROAD  
Shall meet City of Mount Dora Land Development Regulations for roadway design standards.

PARKING  
PHASE 1:  
LDR REQUIREMENTS:  
Cottages (A-F)  
Duplex = 2 spaces per dwelling unit  
Duplex Dwelling Units = 40  
Parking Required = 80 spaces (2 x 40)  
Quadplex (Multifamily) = 2 spaces per dwelling plus 1 space per 3 units for visitors  
Quadplex Dwelling Units = 12  
Parking Required = 28 spaces (2 x 12 = 24 units plus 12/3 = 4 visitors)  
Total Parking required for Cottages: 108  
Independent Living (Retirement Centers) = 1 space per dwelling unit plus parking for Accessory Structures  
Independent Living Dwelling Units = 95  
Parking Required = 95 spaces (1 x 95 units)  
Commons (Accessory Structures):  
Other Eating Establishments = 1 space per four seats plus one for each employee at highest shift  
Parking Required = 56 (141 seats plus 20 employees)  
Office = 1 space per 300 square feet  
Parking required: 6 (1650 Square feet / 300)  
Personal Services = 1 / 250 Square Feet  
Parking required: 2 (424 Square feet / 250)  
Total Parking required for Independent Living = 159  
Memory Support (Adult Living Facilities) = 1 space per each 4 beds plus 1 space per employee on largest shift plus 1 per company vehicle  
Memory Support = 24 Beds  
Parking Required = 20 spaces (24 beds plus 12 employees plus 2 company vehicles)

TOTAL PARKING REQUIRED FOR PHASE 1: 287  
Cottages: 108  
Independent Living: 159  
Memory Support: 20

TOTAL PARKING PROPOSED TO BE PROVIDED FOR PHASE 1: 308  
Surface: 209  
Garages (at Cottages): 52  
Driveways (at Cottages): 47

PHASE 2:  
LDR REQUIREMENTS:  
Cottages (A-F)  
Duplex = 2 spaces per dwelling unit  
Duplex Dwelling Units = 10  
Parking Required = 20 spaces (2 x 10)  
Total Parking required for Cottages: 20  
Independent Living (Retirement Centers) = 1 space per dwelling unit plus parking for Accessory Structures  
Independent Living Dwelling Units = 75  
Parking Required = 75 spaces (1 x 75 units)  
Commons (Accessory Structures):  
Other Eating Establishments = 1 space per four seats plus one for each employee at highest shift  
Parking Required = 44 (113 seats plus 15 employees)  
Office = 1 space per 300 square feet  
Parking required: 5 (1320 Square feet / 300)  
Personal Services = 1 / 250 Square feet  
Parking required: 2 (424 Square feet / 250)  
Total Parking required for Independent Living = 126  
Memory Support (Adult Living Facilities) = 1 space per each 4 beds plus 1 space per employee on largest shift plus 1 per company vehicle  
Memory Support = 24 Beds  
Parking Required = 20 spaces (24 beds plus 12 employees plus 2 company vehicles)

TOTAL PARKING REQUIRED FOR PHASE 2: 166  
Cottages: 20  
Independent Living: 126  
Memory Support: 20

TOTAL PARKING PROPOSED TO BE PROVIDED FOR PHASE 2: 114  
Surface: 98  
Garages (at Cottages): 10  
Driveways (at Cottages): 6

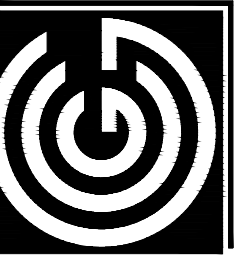
PARKING SUMMARY:  
TOTAL PARKING REQUIRED FOR PROJECT PER LDR: 453  
Cottages: 108 (Phase 1) + 20 (Phase 2) = 128  
Independent Living: 159 (Phase 1) + 126 (Phase 2) = 285  
Memory Support: 20 (Phase 1) + 20 (Phase 2) = 40

TOTAL PARKING PROPOSED TO BE PROVIDED FOR PROJECT: 422  
Surface: 209 (Phase 1) + 98 (Phase 2) = 307  
Garages (at Cottages): 52 (Phase 1) + 18 (Phase 2) = 70  
Driveways (at Cottages): 39 (Phase 1) + 6 (Phase 2) = 45

ADDITIONAL ON SITE MOBILITY PARKING: 96  
Golf Cart Parking:  
96 Carts - Public Surface

Final Development Plan

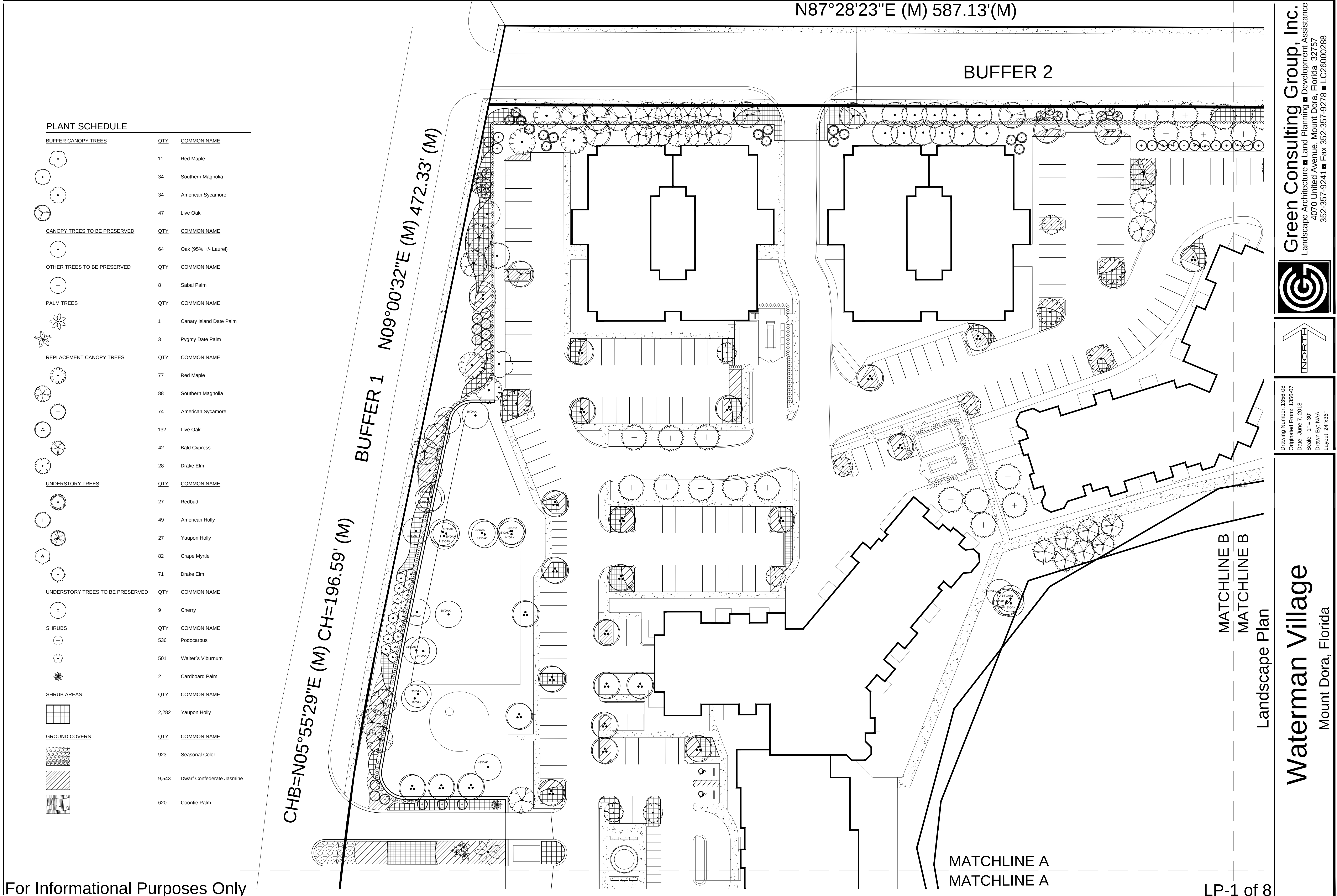
Waterman Village  
Mount Dora, Florida



Drawing Number: 1356-08  
Originated From: 1356-06  
Date: May 31, 2018  
Scale: 1" = 80'  
Drawn By: JMA  
Layout: 24"x36"

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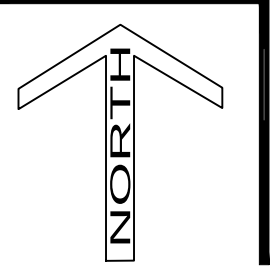
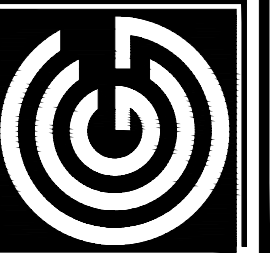




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LP-1 of 8

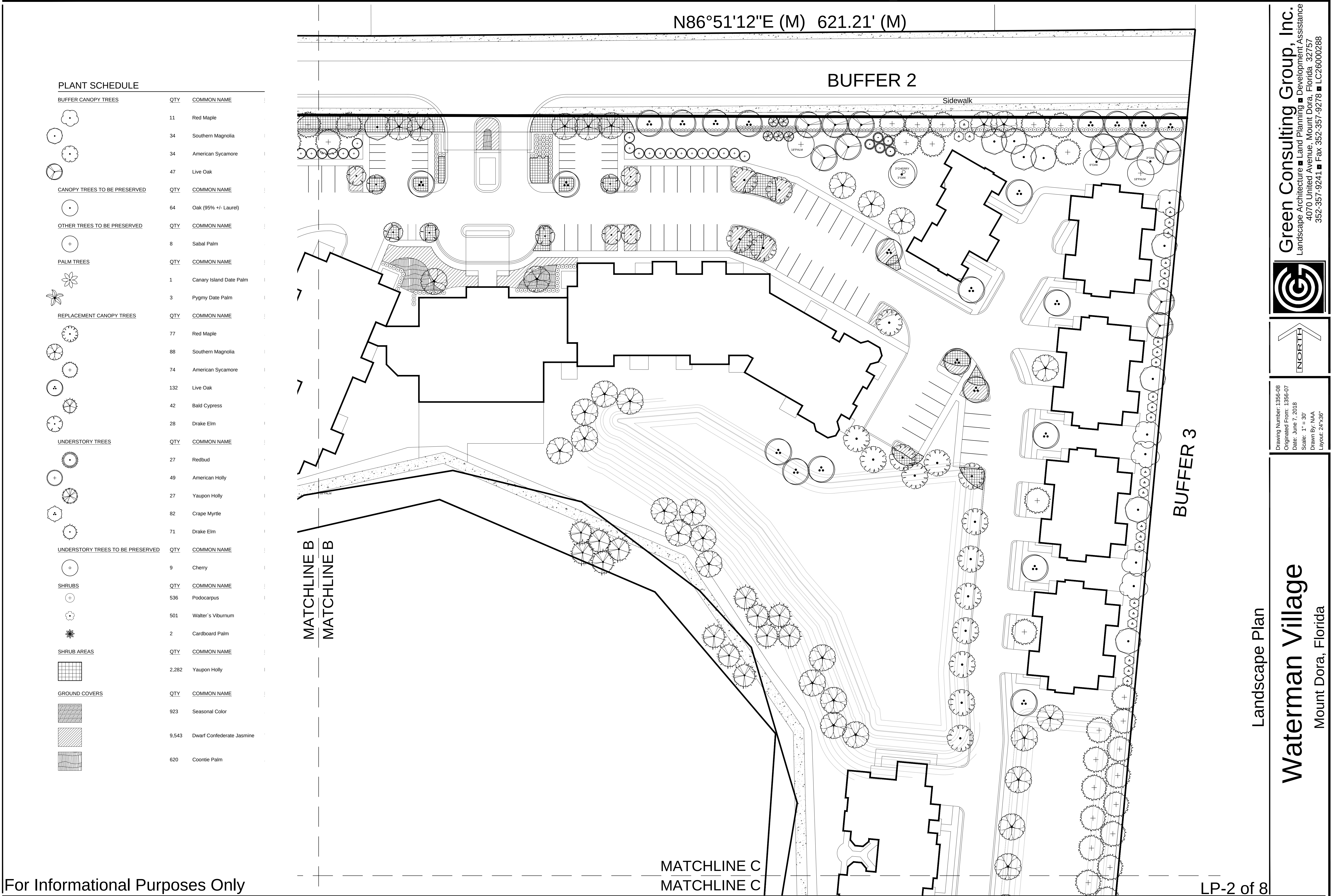
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Drawing Number: 1355-08  
Originated From: 1355-07  
Date: June 7, 2018  
Scale: 1" = 30'  
Drawn By: NAA  
Layout: 24"x36"

**Waterman Village**  
Mount Dora, Florida





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Drawing Number: 1356-08  
Originated From: 1356-07  
Date: June 7, 2018  
Scale: 1" = 30'  
Drawn By: NAA  
Layout: 24"x36"

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Landscape Plan

**Waterman Village**  
Mount Dora, Florida





| PLANT SCHEDULE      |                           |                           |          |            |                 |          |                            |  |
|---------------------|---------------------------|---------------------------|----------|------------|-----------------|----------|----------------------------|--|
| BUFFER CANOPY TREES |                           |                           |          |            |                 |          |                            |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | CAL        | SIZE            | SPACING  | REMARKS                    |  |
| 11                  | Red Maple                 | Acer rubrum               | 30 gal   | 2"Cal      | 8"              | As Shown | Native                     |  |
| 34                  | Southern Magnolia         | Magnolia grandiflora      | 30 gal   | 2"Cal      | 8"              | As Shown | Native                     |  |
| 34                  | American Sycamore         | Platanus occidentalis     | 30 gal   | 2"Cal      | 8"              | As Shown | Native                     |  |
| 47                  | Live Oak                  | Quercus virginiana        | 30 gal   | 2"Cal      | 8"              | As Shown | Native                     |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | CAL        | SIZE            | SPACING  | REMARKS                    |  |
| 64                  | Oak (95% +/- Laurel)      | Oak spp.                  | Existing | As labeled | Existing        |          | Native                     |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | CAL        | SIZE            | SPACING  | REMARKS                    |  |
| 8                   | Sabal Palm                | Sabal Palmetto            | Existing | As labeled | Existing        |          | Native                     |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | CAL        | SIZE            | SPACING  | REMARKS                    |  |
| 1                   | Canary Island Date Palm   | Phoenix canariensis       | B & B    |            | 15' Clear Trunk | As Shown | Non Native                 |  |
| 3                   | Pygmy Date Palm           | Phoenix roebelenii        | 65 gal   |            | 6"              | As Shown | Non Native                 |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | CAL        | SIZE            | SPACING  | REMARKS                    |  |
| 77                  | Red Maple                 | Acer rubrum               | 65 gal   | 3.5"Cal    | 15'+            | As Shown | Native                     |  |
| 88                  | Southern Magnolia         | Magnolia grandiflora      | 65 gal   | 3.5"Cal    | 15'+            | As Shown | Native                     |  |
| 74                  | American Sycamore         | Platanus occidentalis     | 65 gal   | 3.5"Cal    | 15'+            | As Shown | Native                     |  |
| 132                 | Live Oak                  | Quercus virginiana        | 65 gal   | 3.5"Cal    | 15'+            | As Shown | Native                     |  |
| 42                  | Bald Cypress              | Taxodium distichum        | 65 gal   | 3.5"Cal    | 15'+            | As Shown | Native                     |  |
| 28                  | Drake Elm                 | Ulmus parvifolia 'Drake'  | 30 gal   | 2"Cal      | 8'+             | As Shown | Non Native, in parking lot |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | CAL        | SIZE            | SPACING  | REMARKS                    |  |
| 27                  | Redbud                    | Cercis canadensis         | 30 gal   | 1.5"Cal    | 6"              | As Shown | Native                     |  |
| 49                  | American Holly            | Ilex opaca                | 30 gal   | 1.5"Cal    | 6"              | As Shown | Native                     |  |
| 27                  | Yaupon Holly              | Ilex vomitoria            | 30 gal   | 1.5"Cal    | 6"              | As Shown | Native                     |  |
| 82                  | Crape Myrtle              | Lagerstroemia indica      | 30 gal   | 1.5"Cal    | 6"              | As Shown | Non Native                 |  |
| 71                  | Drake Elm                 | Ulmus parvifolia 'Drake'  | 30 gal   | 1.5"Cal    | 6"              | As Shown | Non Native                 |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | CAL        | SIZE            | SPACING  | REMARKS                    |  |
| 9                   | Cherry                    | Prunus caroliniana        | Existing | As labeled | Existing        |          | Native                     |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | HEIGHT     | WIDTH           | SPACING  | REMARKS                    |  |
| 536                 | Podocarpus                | Podocarpus macrophyllus   | 7 gal    | 48"        | 18"             | As Shown | Non Native                 |  |
| 501                 | Walter's Viburnum         | Viburnum obovatum         | 3 gal    | 24"        | 30"             | As Shown | Native                     |  |
| 2                   | Cardboard Palm            | Zamia furfuracea          | 5 gal    | 20"        | 24"             | As Shown | Native                     |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     | HEIGHT     | WIDTH           | SPACING  | REMARKS                    |  |
| 2,282               | Yaupon Holly              | Ilex vomitoria            | 3 gal    | 12"        | 12"             | 36" o.c. | Native                     |  |
| QTY                 | COMMON NAME               | BOTANICAL NAME            | CONT     |            |                 | SPACING  | REMARKS                    |  |
| 923                 | Seasonal Color            | Annuals                   | 4"pot    |            |                 | 9" o.c.  | Non Native                 |  |
| 9,543               | Dwarf Confederate Jasmine | Trachelospermum asiaticum | 1 gal    |            |                 | 18" o.c. | Non Native                 |  |
| 620                 | Coontie Palm              | Zamia floridana           | 1 gal    |            |                 | 24" o.c. | Native                     |  |

| BUFFER NUMBER | TOTAL LENGTH | BUFFER WIDTH REQUIRED | BUFFER WIDTH PROVIDED | REQUIRED CANOPY TREES | EXISTING CANOPY TREES | NEW CANOPY TREES PROPOSED | REQUIRED UNDERSTORY TREES | EXISTING UNDERSTORY TREES | NEW UNDERSTORY TREES PROPOSED |
|---------------|--------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------------------|---------------------------|---------------------------|-------------------------------|
| 1             | 1230'        | 10'                   | 19.54'                | 3 per 100' = 37       | 35                    | 2                         | 5 per 100' = 65           | 1                         | 64                            |
| 2             | 1214'        | 25'                   | 12.53'                | 3 per 100' = 36       | 2                     | 34                        | 5 per 100' = 65           | 0                         | 65                            |
| 3             | 1220'        | 30'                   | 14.97'                | 4 per 100' = 49       | 1                     | 48                        | 5 per 100' = 65           | 0                         | 65                            |
| 4             | 1277'        | 30'                   | 56.13'                | 4 per 100' = 51       | 0                     | 51                        | 5 per 100' = 65           | 5                         | 60                            |

LANDSCAPE NOTES

HEDGES TO FORM CONTINUOUS BUFFER UPON PLANTING.  
CALIPER IS MEASURED SIX (6) INCHES ABOVE THE GROUND.  
ALL PLANTS ARE TO BE FLORIDA #1 OR BETTER.  
AN AUTOMATIC IRRIGATION SYSTEM WILL BE PROVIDED FOR ALL LANDSCAPED AREAS.

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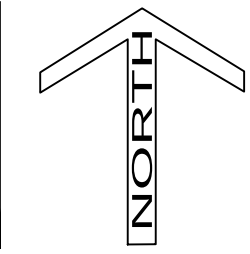
Landscape Plan

Waterman Village

Mount Dora, Florida



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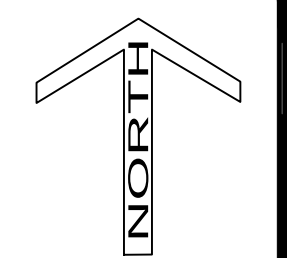


Drawing Number: 1356-08  
Originated From: 1356-07  
Date: June 7, 2018  
Scale: 1" = 30'  
Drawn By: NAA  
Layout: 24"x36"





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Layout: 24"x36"

Landscape Plan

**Waterman Village**  
Mount Dora, Florida



N87°28'23"E (M) 587.13'(M)

N09°00'32"E (M) 472.33' (M)

CHB=N05°55'29"E (M) CH=196.59' (M)

PLANT SCHEDULE

APPROVED CANOPY TO BE REMOVED - 6"+

| QTY | COMMON NAME |
|-----|-------------|
| 4   | Sweet Bay   |
| 817 | Oak         |

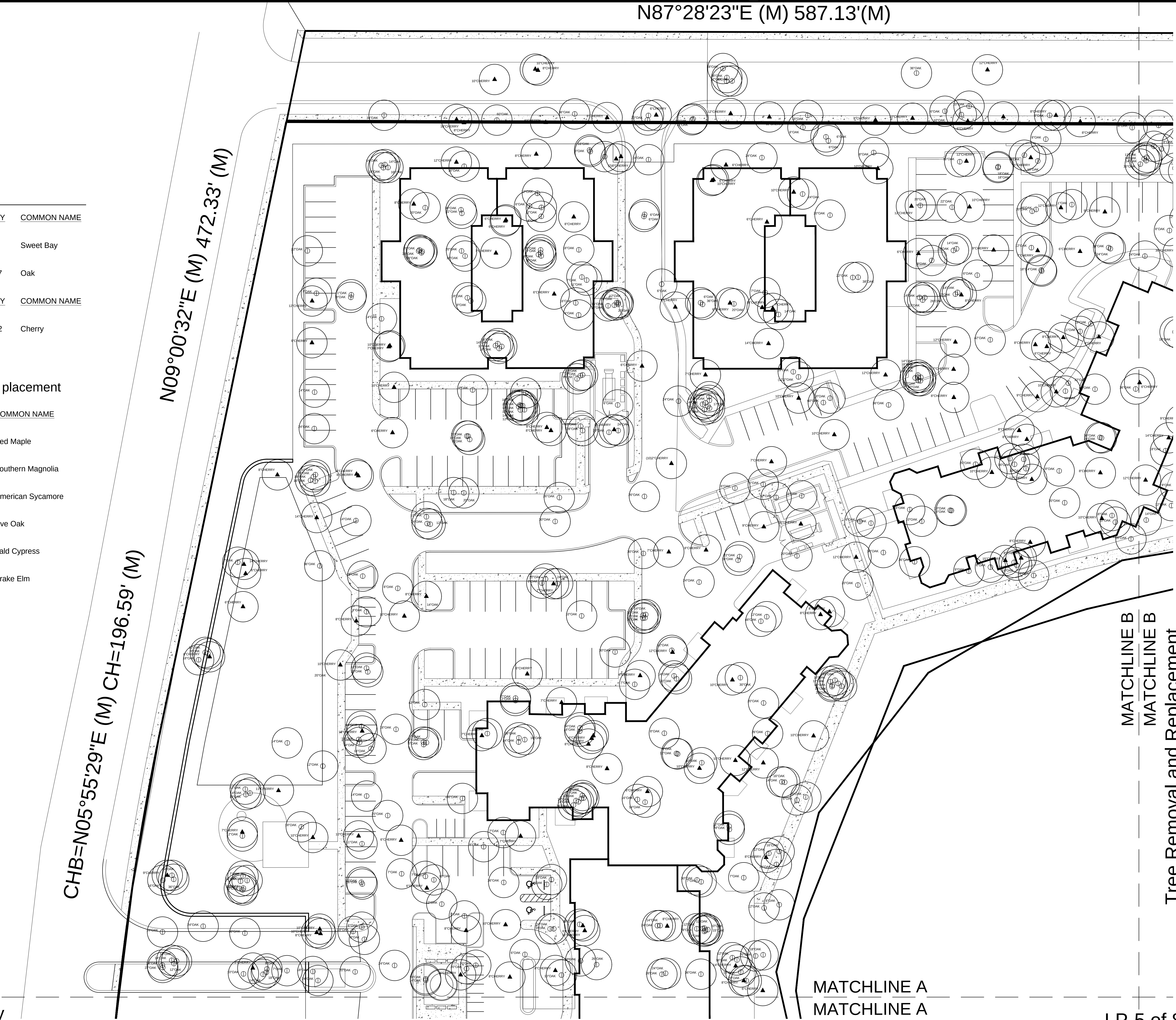
APPROVED UNDERSTORY TO BE REMOVED - 6"+

| QTY | COMMON NAME |
|-----|-------------|
| 212 | Cherry      |

See LP 1-4 for replacement tree placement

REPLACEMENT CANOPY TREES

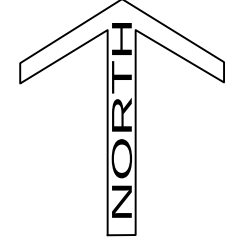
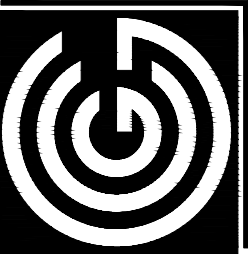
| QTY | COMMON NAME       |
|-----|-------------------|
| 77  | Red Maple         |
| 88  | Southern Magnolia |
| 74  | American Sycamore |
| 132 | Live Oak          |
| 42  | Bald Cypress      |
| 28  | Drake Elm         |



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LP-5 of 8

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Drawing Number: 1356-08  
Originated From: 1356-07  
Date: June 7, 2018  
Scale: 1" = 30'  
Drawn By: NAA  
Layout: 24"x36"

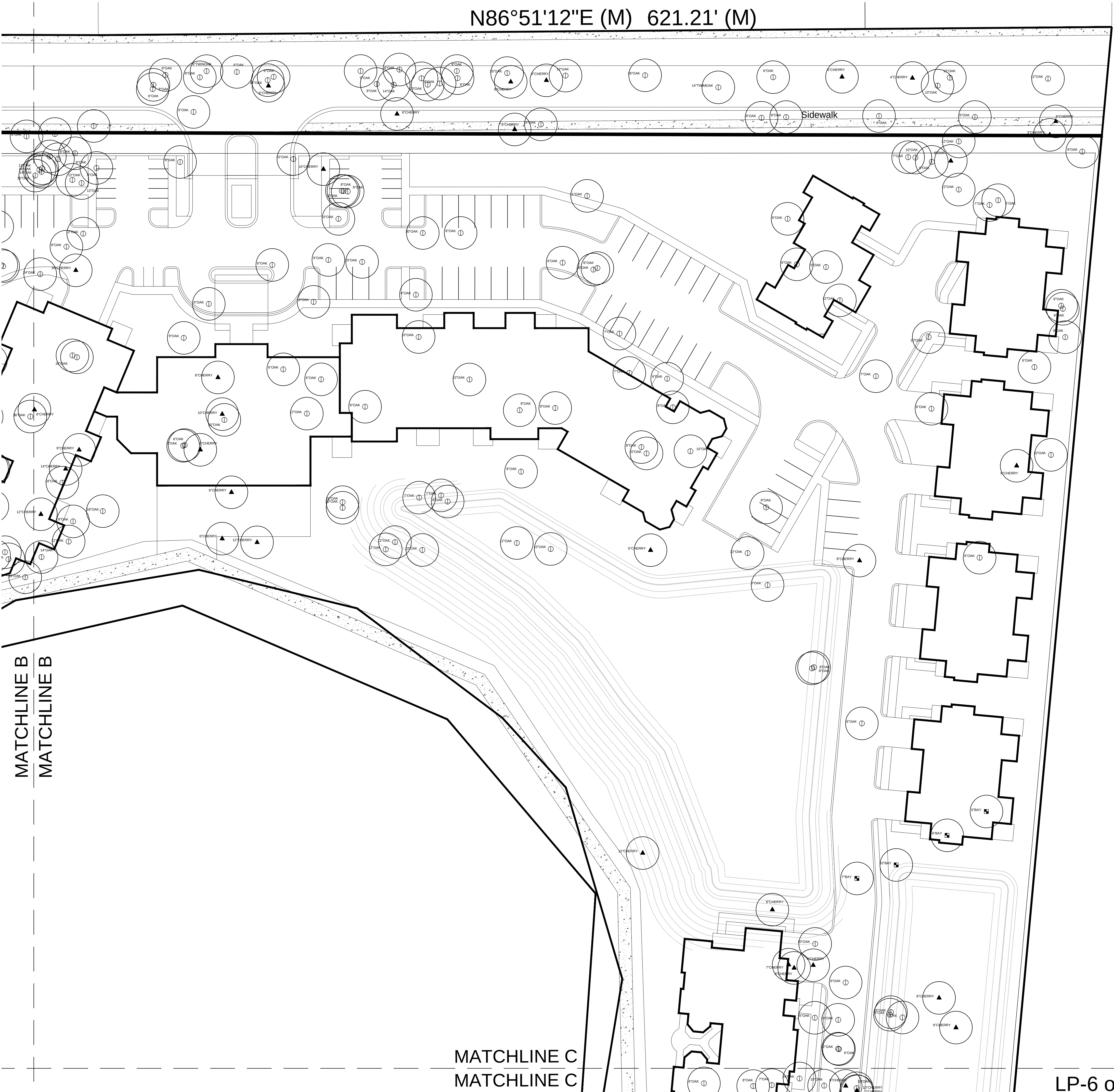
Waterman Village  
Mount Dora, Florida

Tree Removal and Replacement

MATCHLINE B  
MATCHLINE B

MATCHLINE A  
MATCHLINE A





PLANT SCHEDULE

APPROVED CANOPY TO BE REMOVED - 6"+

|                                                                                     |     |           |
|-------------------------------------------------------------------------------------|-----|-----------|
|  | 4   | Sweet Bay |
|  | 817 | Oak       |

APPROVED UNDERSTORY TO BE REMOVED - 6"+

|                                                                                     |     |        |
|-------------------------------------------------------------------------------------|-----|--------|
|  | 212 | Cherry |
|-------------------------------------------------------------------------------------|-----|--------|

See LP 1-4 for replacement tree placement

REPLACEMENT CANOPY TREES

|                                                                                     |     |                   |
|-------------------------------------------------------------------------------------|-----|-------------------|
|  | 77  | Red Maple         |
|  | 88  | Southern Magnolia |
|  | 74  | American Sycamore |
|  | 132 | Live Oak          |
|  | 42  | Bald Cypress      |
|  | 28  | Drake Elm         |

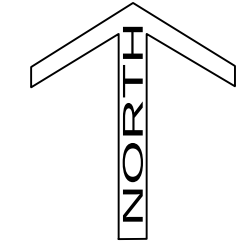
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Tree Removal and Replacement

Waterman Village  
Mount Dora, Florida

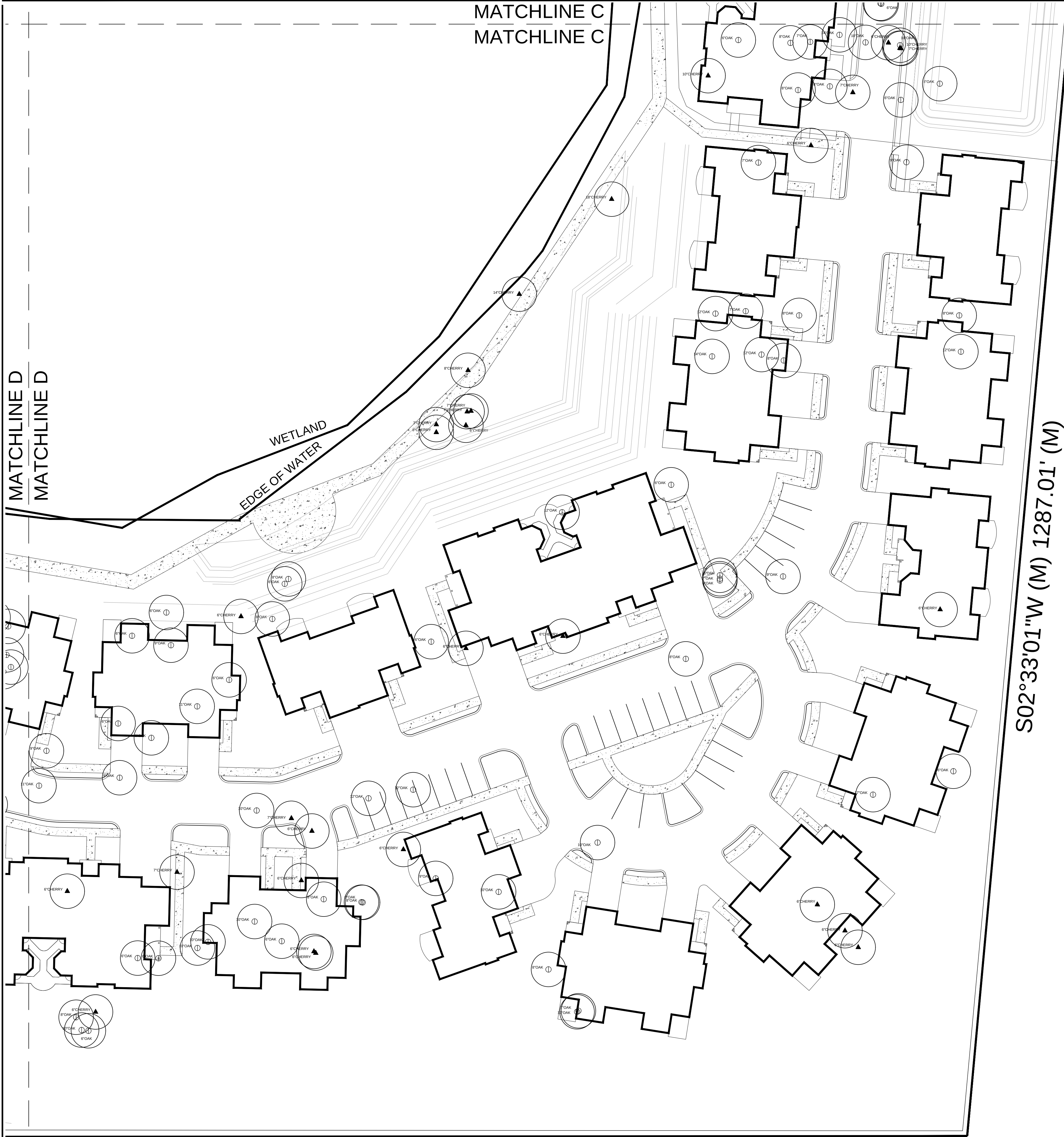


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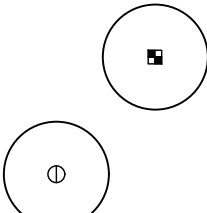
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Originated From: 1355-07  
Date: June 7, 2018  
Scale: 1" = 30'  
Drawn By: NAA  
Layout: 24"x36"





PLANT SCHEDULE

APPROVED CANOPY TO BE REMOVED - 6"+ QTY COMMON NAME BOTANICAL NAME



4 Sweet Bay Magnolia virginiana  
817 Oak Oak spp.

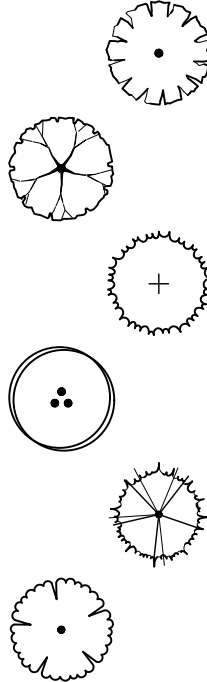
APPROVED UNDERSTORY TO BE REMOVED - 6"+ QTY COMMON NAME BOTANICAL NAME



212 Cherry Prunus caroliniana

See LP 1-4 for replacement tree placement

REPLACEMENT CANOPY TREES QTY COMMON NAME BOTANICAL NAME



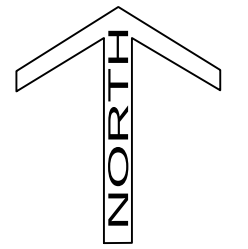
77 Red Maple Acer rubrum  
88 Southern Magnolia Magnolia grandiflora  
74 American Sycamore Platanus occidentalis  
132 Live Oak Quercus virginiana  
42 Bald Cypress Taxodium distichum  
28 Drake Elm Ulmus parvifolia 'Drake'

| Protected Tree | Tree Type  | Inches | # of Trees | Protected | Replacement Requirement | Replacement per Tree | Total Replacement |
|----------------|------------|--------|------------|-----------|-------------------------|----------------------|-------------------|
| Oak            | Canopy     | 68     | 1          | Yes       | 1/8"                    | 8                    | 8                 |
| Oak            | Canopy     | 60     | 2          | Yes       | 1/8"                    | 7                    | 14                |
| Oak            | Canopy     | 48     | 1          | Yes       | 1/8"                    | 6                    | 6                 |
| Oak            | Canopy     | 42     | 2          | Yes       | 1/8"                    | 5                    | 10                |
| Oak            | Canopy     | 36     | 12         | Yes       | 1/8"                    | 4                    | 48                |
| Oak            | Canopy     | 34     | 1          | Yes       | 1/8"                    | 4                    | 4                 |
| Oak            | Canopy     | 30     | 14         | Yes       | 1/8"                    | 3                    | 42                |
| Oak            | Canopy     | 28     | 4          | Yes       | 1/8"                    | 3                    | 12                |
| Oak            | Canopy     | 26     | 6          | Yes       | 1/8"                    | 3                    | 18                |
| Oak            | Canopy     | 24     | 25         | Yes       | 1/8"                    | 3                    | 75                |
| Oak            | Canopy     | 22     | 9          | Yes       | 1/tree                  | 1                    | 9                 |
| Oak            | Canopy     | 20     | 32         | Yes       | 1/tree                  | 1                    | 32                |
| Oak            | Canopy     | 19     | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Oak            | Canopy     | 18     | 53         | Yes       | 1/tree                  | 1                    | 53                |
| Oak            | Canopy     | 17     | 2          | Yes       | 1/tree                  | 1                    | 2                 |
| Oak            | Canopy     | 16     | 32         | Yes       | 1/tree                  | 1                    | 32                |
| Oak            | Canopy     | 15     | 2          | Yes       | 1/tree                  | 1                    | 2                 |
| Oak            | Canopy     | 14     | 50         | Yes       | 1/tree                  | 1                    | 50                |
| Oak            | Canopy     | 12     | 78         | Yes       | 1/tree                  | 1                    | 78                |
| Oak            | Canopy     | 11     | 14         | Yes       | 1/tree                  | 1                    | 14                |
| Oak            | Canopy     | 10     | 58         | Yes       | 1/tree                  | 1                    | 58                |
| Sweet Bay      | Canopy     | 10     | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Oak            | Canopy     | 9      | 40         | Yes       | 1/tree                  | 1                    | 40                |
| Oak            | Canopy     | 8      | 102        | Yes       | 1/tree                  | 1                    | 102               |
| Oak            | Canopy     | 7      | 93         | Yes       | 1/tree                  | 1                    | 93                |
| Sweet Bay      | Canopy     | 7      | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Oak            | Canopy     | 6      | 183        | Yes       | 1/tree                  | 1                    | 183               |
| Sweet Bay      | Canopy     | 6      | 2          | Yes       | 1/tree                  | 1                    | 2                 |
| Cherry         | Understory | 30     | 2          | Yes       | 1/tree                  | 1                    | 2                 |
| Cherry         | Understory | 18     | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Cherry         | Understory | 17     | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Cherry         | Understory | 16     | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Cherry         | Understory | 15     | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Cherry         | Understory | 14     | 9          | Yes       | 1/tree                  | 1                    | 9                 |
| Cherry         | Understory | 13     | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Cherry         | Understory | 12     | 22         | Yes       | 1/tree                  | 1                    | 22                |
| Cherry         | Understory | 11     | 1          | Yes       | 1/tree                  | 1                    | 1                 |
| Cherry         | Understory | 10     | 35         | Yes       | 1/tree                  | 1                    | 35                |
| Cherry         | Understory | 9      | 8          | Yes       | 1/tree                  | 1                    | 8                 |
| Cherry         | Understory | 8      | 47         | Yes       | 1/tree                  | 1                    | 47                |
| Cherry         | Understory | 7      | 19         | Yes       | 1/tree                  | 1                    | 19                |
| Cherry         | Understory | 6      | 64         | Yes       | 1/tree                  | 1                    | 64                |
| TOTALS         |            |        | 1033       |           |                         |                      | 1202              |

Tree Removal and Replacement

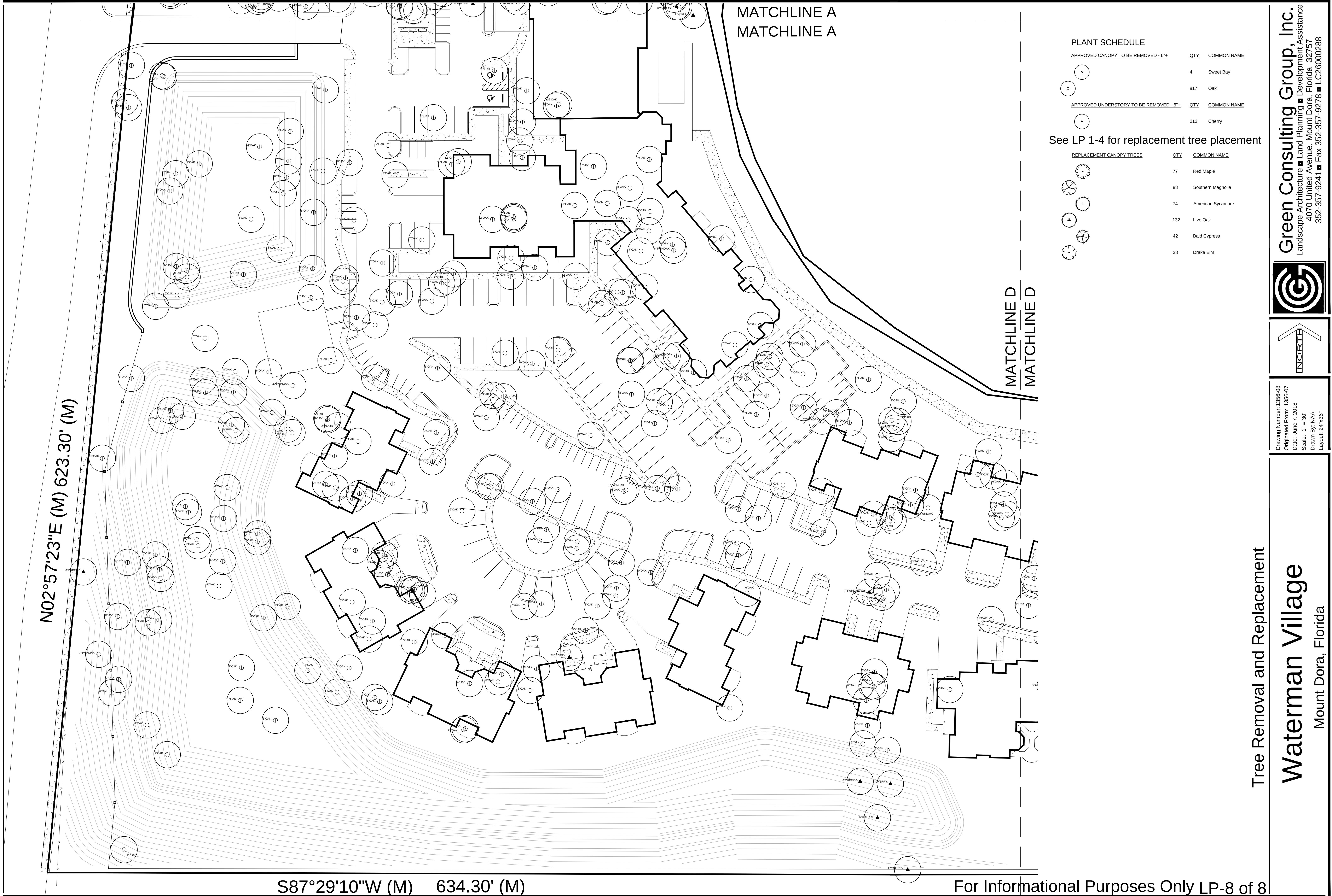
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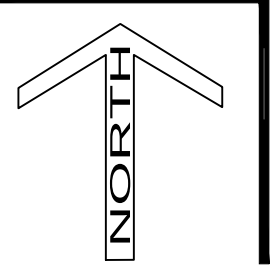
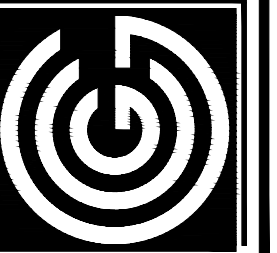


Drawing Number: 1355-08  
Originated From: 1355-07  
Date: June 7, 2018  
Scale: 1" = 30'  
Drawn By: NAA  
Layout: 24"x36"





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*Waterman Village*  
*Mt. Dora, FL*







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WAUWATOSA, WI 53213  
414.431.3131 TEL  
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DRAWN BY  
*JUK*  
DATE  
29 NOV 2017  
PROJECT  
170801  
SHEET NO.

411500

### MATERIAL LEGEND

A ASPHALT SHINGLES  
CS CULTURED STONE  
E EIFS



### EXTERIOR ELEVATION

1/8" = 1'-0" 



### EXTERIOR ELEVATION

1/8" = 1'-0" 



### EXTERIOR ELEVATION

1/8" = 1'-0" 



### EXTERIOR ELEVATION

1/8" = 1'-0" 

# 1/8" EXTERIOR ELEVATIONS AH500

PLOT PARAMETERS: FILE: K:\170801\CADDGN\AH502.DGN  
 PLOTTED ON: 11/29/2017 1:35:00 PM BY USER: ACU  
 USING DRIVER: L:\XWORKS\SPACE STANDARDS\PLOTORV\ACPDF.PLT

MODEL: PLOT SHEET  
 AT SCALE: 8:0 '1' / 1"  
 LAST SAVE: 11/29/2017





Google Earth  
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*Waterman Village*  
*Mt. Dora, FL*







Google Earth  
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*Waterman Village*  
*Mt. Dora, FL*







*Waterman Village*  
Mt. Dora, FL







*Waterman Village*  
*Mt. Dora, FL*







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

---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Final Reading and Adoption of **Ordinance No. 2025-06** Amending the Mount Dora Code of Ordinances General Provisions to add the Definition of "In Absentia"

---

**Introduction:**

This is a request for City Council to approve final reading of Ordinance No. 2025-06.

**Discussion:**

The City Council, at their regularly scheduled meeting held on March 18, 2025, recommended approval of the First Reading of Ordinance No. 2025-06 and held a hearing for the Second Reading and Final Adoption. Attachment #1 is the completed Ordinance Business Impact Estimate. The legal advertisement for the adoption public hearing is included in Attachment #2.

As directed by the City Council, the matter of "in absentia" has been proposed as a definition in the General Provisions Chapter of the Mount Dora Code of Ordinances. "In absentia," a legal term, is Latin for "in the absence" or "while absent." The attached ordinance provides a clear definition for the allowance of either City Council or an appointed board members attendance not be physically present, and appear via virtual communication technology (the City currently uses zoom platform). Pursuant to Florida Statutes, Section 166.041(4).

**Budget Impact:**

Codification by the Municipal Code Corporation and legal notices for MDCO Amendment costs are estimated at \$2,000.

**Strategic Impact:**

Policy framework matters are administrative in nature.

**Recommendation:**

City Council to approve Final Reading of Ordinance No. 2025-06.

**Attachment(s):**

1. Attachment 1 Business Impact Estimate Ordinance No. 2025-06
2. Attachment 2 Legal Ord Enactment Ad Publication
3. 2025-06 In Absentia Ordinance Final Reading

Prepared by: Vince Sandersfeld, City Manager  
Reviewed by: City Attorney, City Attorney  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 3/26/2025  
Approved - 3/26/2025  
Final Approval - 3/26/2025



**ORDINANCE BUSINESS IMPACT ESTIMATE**

*Florida Statutes, Section 166.041(4)*

**ORDINANCE NUMBER: 2025-06**

**ORDINANCE TITLE: Amending the Mount Dora Code of Ordinances General Provisions to add the Definition of “In Absentia”**

**DEPARTMENT: Administrative**

**MEETING DATE: APRIL 1, 2025**

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*This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City of Mount Dora’s website by the time notice of the proposed ordinance is published.*

**ORDINANCE NO. 2025-06**

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA AMENDING CHAPTER 1, GENERAL PROVISIONS, SECTION 1-2, DEFINITIONS AND RULES OF CONSTRUCTION, OF THE MOUNT DORA CODE OF ORDINANCES, TO PROVIDE A DEFINITION OF THE TERM “IN ABSENTIA”; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING FOR CODIFICATION AND SCRIVENER’S ERRORS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law<sup>1</sup> for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;

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<sup>1</sup> See Section 166.041(4)(c), Florida Statutes.

- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
  - a. Development orders and development permits, as those terms are defined in s. 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243;
  - b. Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the City of Mount Dora;
  - c. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  - d. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  - e. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals, and welfare):

This ordinance provides a clear definition for the allowance of either City Council or an appointed board members attendance not be physically present, and appear via virtual communication technology (the City currently uses zoom platform).

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

- (a) An estimate of direct compliance costs that businesses may reasonably incur;

No direct impact to general businesses.

- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and

No new charges or fees are set forth in the ordinance.

- (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No additional regulatory costs, staff administration only.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

This ordinance is not anticipated to affect businesses.

4. Additional information the governing body deems useful (if any):

N/A



## ATTACHMENT #2

### **NOTICE OF PROPOSED ENACTMENT ORDINANCE NO. 2025-06 CITY OF MOUNT DORA, FLORIDA**

Notice is hereby given that the City Council of the City of Mount Dora, Florida proposes to enact Ordinance 2025-06. The final public hearing on the ordinance will be held on Tuesday, April 1, 2025, at 6:00 p.m., or as soon thereafter as possible at Mount Dora City Hall, 510 North Baker Street, Mount Dora, Florida.

The title and substance of Ordinance 2025-06 is as follows:

#### **ORDINANCE NO. 2025-06**

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA AMENDING CHAPTER 1, GENERAL PROVISIONS, SECTION 1-2, DEFINITIONS AND RULES OF CONSTRUCTION, OF THE MOUNT DORA CODE OF ORDINANCES, TO PROVIDE A DEFINITION OF THE TERM “IN ABSENTIA”; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING A SAVINGS CLAUSE; 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 City Clerks, 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.

Published Legal Notice: March 21, 2025

**ORDINANCE NO. 2025-06**

**AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA AMENDING CHAPTER 1, GENERAL PROVISIONS, SECTION 1-2, DEFINITIONS AND RULES OF CONSTRUCTION, OF THE MOUNT DORA CODE OF ORDINANCES, TO PROVIDE A DEFINITION OF THE TERM “IN ABSENTIA”; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING FOR CODIFICATION AND SCRIVENER'S ERRORS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Florida Constitution, Article VIII, Section 2(b), and Section 166.021(1), *Florida Statutes*, establish the home rule powers of Florida municipalities and enable municipalities to conduct municipal government, perform municipal functions, render municipal services, and exercise any power for municipal purposes, except as expressly prohibited by law; and

**WHEREAS**, this Ordinance implements and is enacted under such home rule powers vested in the City of Mount Dora by the Florida Constitution and the Florida Statutes; and

**WHEREAS**, Part I, Article II, Section 4 of the City’s Charter provides “members of the city council may not cast votes in absentia”; and

**WHEREAS**, the Charter does not provide a definition of “in absentia”; and

**WHEREAS**, City Council wishes to define and clarify what the term “in absentia” means; and

**WHEREAS**, nothing in this Ordinance is intended to amend or conflict with any provision of general law requiring a physical quorum be present before a public meeting of any board may be held; and

**WHEREAS**, the City has determined that it is in the best interest of the health, safety and welfare of its citizens and visitors to amend the City’s Code of Ordinances, Chapter 1, Section 1-2, Definitions and rules of construction, to define and clarify what the term “in absentia” means.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF 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 advertising and processing this Ordinance. The above recitals are hereby adopted as if set forth fully herein.



**SECTION 2. AMENDING CITY OF MOUNT DORA CODE OF ORDINANCE, CHAPTER 1, SECTION 1-2, DEFINITIONS AND RULES OF CONSTRUCTION.** The City of Mount Dora Code Ordinances, Chapter 1, Section 1-2, Definitions and rules of construction, is hereby amended as follows:

**Note:** Underlined words constitute additions to existing text, asterisks (\*\*\*) indicate omitted parts which are intended to remain unchanged; and ~~strikethroughs~~ constitute deletions from the Code.

## **Chapter 1 – GENERAL PROVISIONS**

\*\*\*

### **Sec. 1-2. – Definitions and rules of construction.**

\*\*\*

*Gender.* Words importing the masculine gender shall include the feminine and neuter.

*In absentia.* The term “in absentia” means, for purposes of an elected or appointed board member’s attendance status at a public meeting, the status of one who is not physically present, is not able to be counted for purposes of a quorum, who is not able to participate in the public meeting and is counted as absent from the public meeting. The term shall not be construed to reflect the status of an elected or appointed board member who though not physically present and not counted for purposes of establishing a quorum, appears through a virtual communications technology platform where said member is able to fully and contemporaneously participate in the proceedings at issue as if they were physically present and is counted as in attendance at the public meeting. Should any conflict arise between the provisions of this subsection and the provisions of general law, the provisions of general law shall control.

\*\*\*

**SECTION 3. IMPLEMENTATION OF ADMINISTRATIVE ACTIONS.**  
The City Manager is hereby authorized and directed to take such actions as 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 herein set forth to such City employees as deemed prudent.

**SECTION 4. CODIFICATION AND SCRIVENER’S ERRORS.**  
A. The revisions to City of Mount Dora Code of Ordinances, Chapter 1, Sec. 1-2, as set forth in Section 2 above shall be codified in the City of Mount Dora Code of Ordinances.  
B. The sections, divisions and provisions of this Ordinance may be renumbered or re-lettered as deemed appropriate by the codifier of the City of Mount Dora Code of Ordinances.  
C. 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 with the endorsement of the City Manager, or designee, without the need for a public hearing.

**SECTION 5.            SAVINGS CLAUSE.** All prior actions of the City pertaining to the City of Mount Dora Code of Ordinances, Chapter 1, Sec. 1-2, Definitions and rules of construction, as well as any and all other applicable matters set forth herein, are hereby ratified and affirmed consistent with the provisions of this Ordinance.

**SECTION 6.            SEVERABILITY.** If any section, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate nor impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Ordinance not otherwise determined to be invalid, unlawful, or unconstitutional.

**SECTION 7.            CONFLICTS.** All ordinances or part of ordinances in conflict with this Ordinance are hereby repealed; provided, however, that any code or ordinance that provides for an alternative process to effectuate the general purposes of this Ordinance shall not be deemed a conflicting code or ordinance.

**SECTION 8.            EFFECTIVE DATE.** This Ordinance shall become effective immediately upon its passage and adoption.

**FIRST READING: March 18, 2025**

**SECOND READING: April 1, 2025**

**PASSED AND ADOPTED this 1<sup>st</sup> day of April, 2025.**

---

JAMES HOMICH, MAYOR  
CITY OF MOUNT DORA

ATTEST:

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Jeanann Hand, City Clerk  
City of Mount Dora

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

---

Patrick Brackins, City Attorney  
City of Mount Dora





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

---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Adoption of **Resolution No. 2025-07**, Establishing 308 E. 5th Avenue as a Historic Site and for it to be included on the Mount Dora Local Register of Historic Places

---

**Introduction:**

This is a request for Council to adopt **Resolution 2025-07** designating 308 E. 5th Avenue as a Historic Site (former '*Education Hall*') and include in the Mount Dora Local Register of Historic Places.

**Discussion:**

The City of Mount Dora adopted its Historic Preservation Ordinance on February 4, 1997, and Land Development Code (LDC) Section 3.6.3 provides the process of designating historic sites and establishes the Mount Dora Local Register of Historic Places. On July 31, 2024, the Historic Preservation Board met and nominated the subject property to be included on the Local Register of Historical Places. LDC Section 3.6.3 (2) (a) (5) requires applications for a historic site designation to have consent from the property owner. On November 19, 2024, the Mount Dora City Council met and directed staff to proceed with the nomination process for the property.

Educational Hall was organized in March 1912 by a group of citizens who were not satisfied with Mount Dora's educational facilities. The main purpose of the new school was to accommodate the children of winter visitors whose classes were not similar to those offered at the Mount Dora public school. The children attending Educational Hall were tutored using the same books as their northern schools. The principal of the public school, J.H. Crane, was the principal of Educational Hall and retired in 1922. Mrs. Orin W. Sadler was principal for the 1922-23 school year, and after that year the school closed due to the lack of students. W.F. Warden of Akron, Ohio, and Jim Simpson of Mount Dora are credited with raising the \$1500 needed to build the school.

It is of an unusual design with two large pavilions topped by hip roofs joined by a smaller recessed center bay. The brick building rests on a molded concrete block foundation said to be supplied by 23-year-old Carl Risely, who was one of the school's organizers. Mount Dora's

library had a home in the basement's west room starting in 1917. That same year a full-time paid librarian was hired at the sum of \$1.00 a week. Although library now had a home it still had a problem: every time it rained water poured to the basement and soaked the books. A movement was started to buy the building so the library could be placed upstairs. The city was asked to purchase the building by taking over the mortgage of \$2500. It was approved but there was no money to pay for it. The city did agree to pay the utility bill and the librarian's salary. Librarian Margaret Lewis invited Charles Edgerton to see the building after a heavy rain when he was the chairman of the Park Board. He saw what a mess the library was in and told Miss Lewis to move the books upstairs since he would buy the building and sell it to the city when they could afford to raise the money. On February 6, 1929, the city bought the building with the promise that it would be used for a library as long as it was needed. It was located here until the new library on Donnelly St. was built in 1977, sixty years after the library started out in one room of the basement.

The except from the 1920 Sanborn maps for Mount Dora show that Educational Hall was a frame, brick-veneered building with a slate or tin roof. The porch is shown as frame and does not extend the entire width of the front façade. The structure is an unusual design with two large pavilions topped by hip roofs joined by a smaller recessed center bay. The brick building rests on a molded concrete block foundation said to be supplied by 23-year-old Carl Risely, who was one of the school's organizers. The structure was constructed in the masonry vernacular style with a concrete block foundation with a dormer and shed roof. The roof features a brick chimney with cordelled cap.

Pursuant to Land Development Code Section 3.6.3.c, to qualify as a historic site, said property must be deemed to have historical or cultural significance and to have architectural or aesthetic significance. the Historic Preservation Board held a public hearing to consider the status of the structure located at 308 E 5th Avenue on December 11, 2024 and determined the structure has significant character, interest and value as part of the historical, cultural, aesthetic and architectural heritage of the City and meets the criteria established to qualify as a historic site and to be included on the Mount Dora Local Register of Historic Places.

Pursuant to Land Development Code Section 3.6.3.2.a.7.b., a nomination for historic site designation must be formally approved by the City Council.

**Budget Impact:**

None

**Strategic Impact:**

Objective 1.4. Promote tourism by Enhancing Mount Dora as a Destination

**Recommendation:**

Council Adopt Resolution 2025-07 to designate 308 E 5th Avenue as a Historic Site (to be named the 'Education Hall') and include it on the Mount Dora Local Register of Historic Places.

**Attachment(s):**

1. Attachment #1 HPB Agenda Packet 12-11-2024



2. Resolution 2025-07 Historic Designation - 308 E 5th Ave

Prepared by: Michele Janiszewski, Senior Planner  
Reviewed by: Michele Janiszewski, Senior Planner  
City Attorney, City Attorney  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 3/18/2025  
Approved - 3/26/2025  
Approved - 3/26/2025  
Final Approval - 3/26/2025



**CITY OF  
MOUNT  
DORA**

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

**DATE:** December 11, 2024

**TO:** Historic Preservation Board

**FROM:** Michele Janiszewski, AICP, Senior Planner

**RE:** **Tab 1 - Historic Site & Marker Request (HS-24-01); 308 E 5<sup>th</sup> Avenue (Location); 'Education Hall' (Proposed Name); City of Mount Dora (Owner); Mount Dora Historic Preservation Board (Nominator).**

**Property Information:**

|                         |                              |                     |                 |
|-------------------------|------------------------------|---------------------|-----------------|
| <b>Address:</b>         | 308 N 5 <sup>th</sup> Avenue | <b>Current Use:</b> | Vacant / Office |
| <b>Zoning District:</b> | C-2                          | <b>Land Use:</b>    | Commercial      |

**Structure Information:**

|                              |                  |                  |                    |
|------------------------------|------------------|------------------|--------------------|
| <b>Date of Construction:</b> | 1912             | <b>Style:</b>    | Masonry Vernacular |
| <b>Siding:</b>               | Masonry; Brick   | <b>Stories:</b>  | Two                |
| <b>Roof Type:</b>            | Hip              | <b>Chimneys:</b> | One; Brick         |
| <b>Roof Material:</b>        | Asphalt Shingles | <b>Porch:</b>    | One, Open          |

**Background on Building:**

Educational Hall was organized in March 1912 by a group of citizens who were not satisfied with Mount Dora's educational facilities. The main purpose of the new school was to accommodate the children of winter visitors whose classes were not similar to those offered at the Mount Dora public school. The children attending Educational Hall were tutored using the same books as their northern schools. The principal of the public school, J.H. Crane, was the principal of Educational Hall and retired in 1922. Mrs. Orin W. Sadler was principal for the 1922-23 school year, and after that year the school closed due to the lack of students. W.F. Warden of Akron, Ohio, and Jim Simpson of Mount Dora are credited with raising the \$1500 needed to build the school.

It is of an unusual design with two large pavilions topped by hip roofs joined by a smaller recessed center bay. The brick building rests on a molded concrete block foundation said to be supplied by 23-year-old Carl Risely, who was one of the school's organizers. Mount Dora's library had a home in the basement's west room starting in 1917. That same year a full-time paid librarian was hired at the sum of \$1.00 a week. Although library now had a home it still had a problem: every time it rained water poured to the basement and soaked the books. A movement was started to buy the building so the library could be placed upstairs. The city was asked to purchase the building by taking over the mortgage of \$2500. It was approved but there was no money to pay for it. The city did agree to pay the utility bill and the librarian's salary. Librarian Margaret Lewis invited Charles

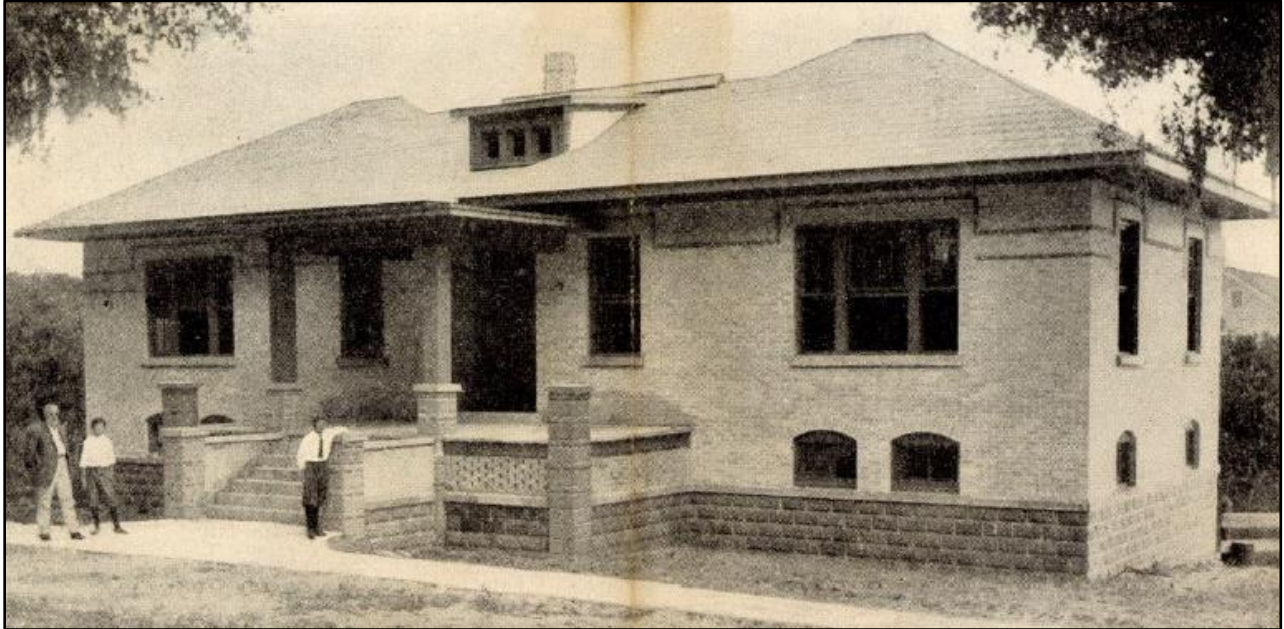


## ATTACHMENT #1

Tab 1 – Historic Marker Nomination  
308 E 5<sup>th</sup> Avenue – Education Hall  
December 11, 2024

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Edgerton to see the building after a heavy rain when he was the chairman of the Park Board. He saw what a mess the library was in and told Miss Lewis to move the books upstairs since he would buy the building and sell it to the city when they could afford to raise the money. On February 6, 1929, the city bought the building with the promise that it would be used for a library as long as it was needed. It was located here until the new library on Donnelly St. was built in 1977, sixty years after the library started out in one room of the basement.



## ATTACHMENT #1

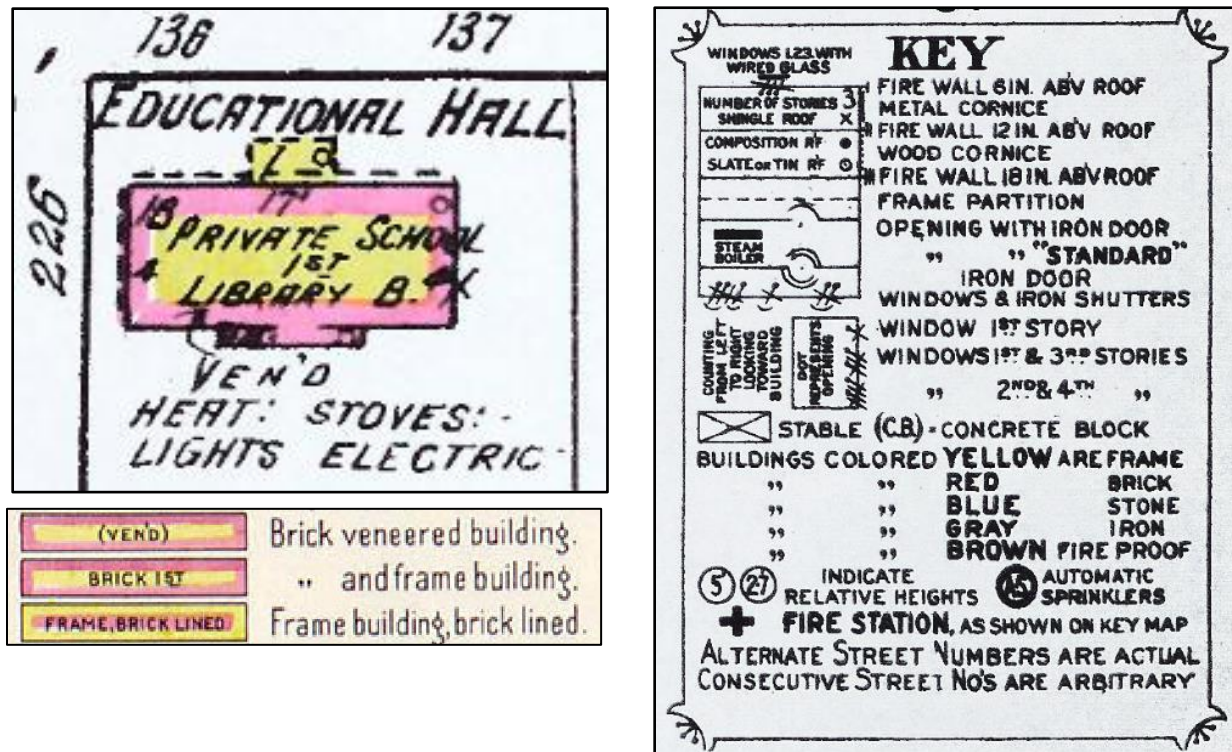
Tab 1 – Historic Marker Nomination  
308 E 5<sup>th</sup> Avenue – Education Hall  
December 11, 2024

### Background on Architectural Style:

Masonry Vernacular buildings tend to be simple, largely unornamented, and constructed out of readily available materials. This style's guiding principle is the long tradition of simple masonry construction techniques used in Western architecture. Windows and doors are symmetrically spaced on a façade to form a regular rhythm of solids and voids called "bays." Where there is more than one floor, openings are aligned from floor to floor for structural purposes. Decoration is simple and limited usually to string courses, window and door lintels, and cornices. Vernacular buildings were widely constructed in Mount Dora from the 1880s through the 1930s.

This style of houses' primary exterior material is typically concrete block, stucco, and brick. Roof surfaces were typically wood shingles during the 19th century; metal during the last 19th century; and composition and asbestos shingles beginning in the 1920s.

Below is a close-up of the subject building from the 1920 Sanborn Maps. The Sanborn maps are a series of large-scale maps, dating from 1867 to the present and depicting the commercial, industrial, and residential sections of some twelve thousand cities and towns in North America. The maps were designed to assist fire insurance agents in determining the degree of hazard associated with a particular property and therefore show the size, shape, and construction of dwellings, commercial buildings, and factories as well as fire walls, locations of windows and doors, sprinkler systems, and types of roofs.



The excerpt from the 1920 maps for Mount Dora show that Educational Hall was a frame, brick veneered building with a slate or tin roof. The porch is shown as frame and does not extend the entire width of the front façade.



**Nomination:**

Pursuant to Land Development Code (LDC) Section 3.6.3 (2) (a) (1), nominations for historic site status may be initiated by the Historic Preservation Board, City Council, or the Property Owner. On July 31, 2024, the Historic Preservation Board met and nominated the subject property to be included on the Local Register of Historical Places.

LDC Section 3.6.3 (2) (a) (5) requires applications for a historic site designation to have consent from the property owner. On November 19, 2024, the Mount Dora City Council met and directed staff to proceed with the nomination process for the property.

**Staff Analysis:**

The application is for a structure to be designated as a Historic Site pursuant to the provisions of Section 3.6 of the City's *Land Development Code* for inclusion in the City's Historic Site and Marker Program. The subject property is located on the south side of 5<sup>th</sup> Avenue between Tremain Street and Grandview Street.

Pursuant to Land Development Code Section 3.6.3.c, to qualify as a historic site, said property must fulfill one or more of the criteria set forth in the paragraphs below:

1. A building, structure, site or preservation review area will be deemed to have **historical or cultural significance** if it meets the following criteria:
  - a. Is associated in a significant way with the life or activities of a major person important in city, state or national history (i.e., the homestead of a local founding family), or
  - b. Is the site of a historic event with significant effect upon the city, state or nation, or
  - c. Is associated in a significant way with a major historic event whether cultural, economic, social, military, or political, or
  - d. Exemplifies the historical, political, cultural, economic or social trends of the community in history, or
  - e. Is associated in a significant way with a past or continuing institution which has contributed substantially to the life of the city.
2. A building, structure, site or preservation review area is deemed to **have architectural or aesthetic significance** if it fulfills one or more of the following criteria:
  - a. Portrays the environment in an era of history characterized by one or more distinctive architectural styles, or
  - b. Embodies those distinguishing characteristics of an architectural style, period or method of construction, or
  - c. Is a historic or outstanding work of a prominent architect, designer, landscape architect, or builder, or
  - d. Contains elements of design, detail, material, or craftsmanship of outstanding quality or which represented, in its time, a significant innovation or adaptation to the Central Florida environment.

### **Staff Analysis**

The building is culturally significant for multiple reasons. The property was developed with the city's first private school house for northern children and operated until 1923. Mount Dora's library had a home in the basement's west room starting in 1917. That same year a full-time paid librarian was hired at the sum of \$1.00 a week. Although the library now had a home it still had a problem: every time it rained water poured to the basement and soaked the books. A movement was started to buy the building so the library could be placed upstairs. The city was asked to purchase the building by taking over the mortgage of \$2500. It was approved but there was no money to pay for it. The city did agree to pay the utility bill and the librarian's salary. Librarian Margaret Lewis invited Charles Edgerton to see the building after a heavy rain when he was the chairman of the Park Board. He saw what a mess the library was in and told Miss Lewis to move the books upstairs since he would buy the building and sell it to the city when they could afford to raise the money. On February 6, 1929, the city bought the building with the promise that it would be used for a library as long as it was needed. It was located here until the new library on Donnelly St. was built in 1977, sixty years after the library started out in one room of the basement.

W.F. Warden of Akron, Ohio, and Jim Simpson of Mount Dora are credited with raising the \$1500 needed to build the school. It is of an unusual design with two large pavilions topped by hip roofs joined by a smaller recessed center bay. The brick building rests on a molded concrete block foundation said to be supplied by 23-year-old Carl Risely, who was one of the school's organizers.

The structure was constructed in the masonry vernacular style with a concrete block foundation with a dormer and shed roof. The roof features a brick chimney with cordelled cap.

The 1987 site survey listed the property's area of significance as 'Early Community Development' and 'Education.'

### **Findings of Fact:**

Staff reviewed the application and determined:

1. Land Development Code (LDC) Section 3.6.3 (2) (a) (1), nominations for historic site status may be initiated by the Historic Preservation Board, City Council, or the Property Owner; and
2. Land Development Code Section 3.6.3.c, to qualify as a historic site, said property must have both historical or cultural significance and have architectural or aesthetic significance; and
3. The building has historical and cultural significance because it served as the first private school and first public library in Mount Dora which operated for in this location for 60 years; and
4. The building has architectural or aesthetic significance because it embodies distinguishing characteristics of the masonry vernacular architectural style which was a prominent style at the time of its construction.



## ATTACHMENT #1

Tab 1 – Historic Marker Nomination  
308 E 5<sup>th</sup> Avenue – Education Hall  
December 11, 2024

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Therefore, based on these Findings of Fact, staff recommends **Approval** of the application, as presented.

### **Board Action:**

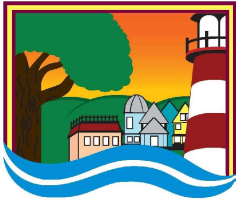
The Historic Preservation Board may:

1. Accept Staff's Findings of Fact and **Approve** the application, as presented; or
2. Reject Staff's Findings of Fact and **Deny** the application because the application does not meet the criteria of LDC Section 3.6.3.c, to qualify as a historic site.

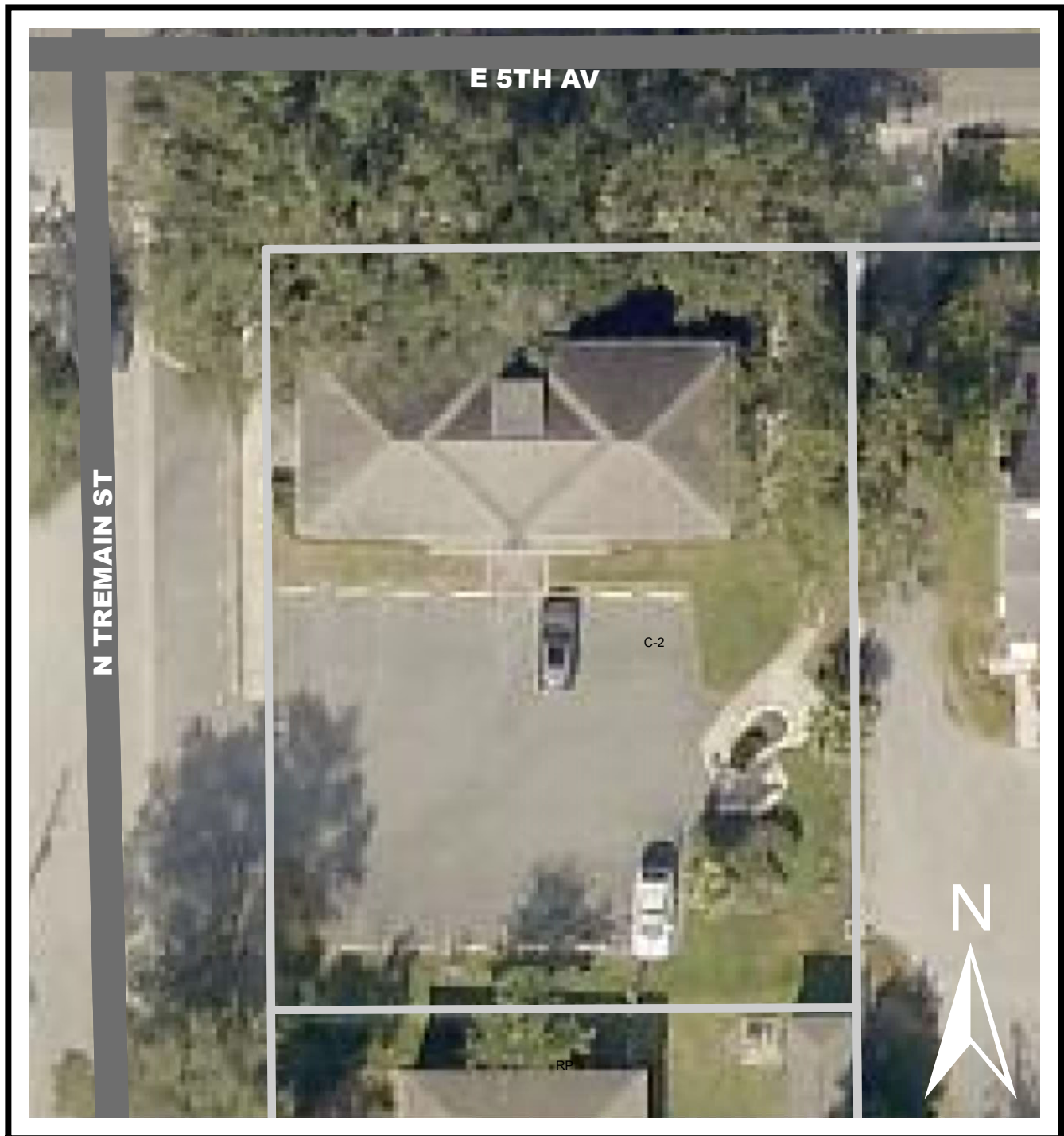
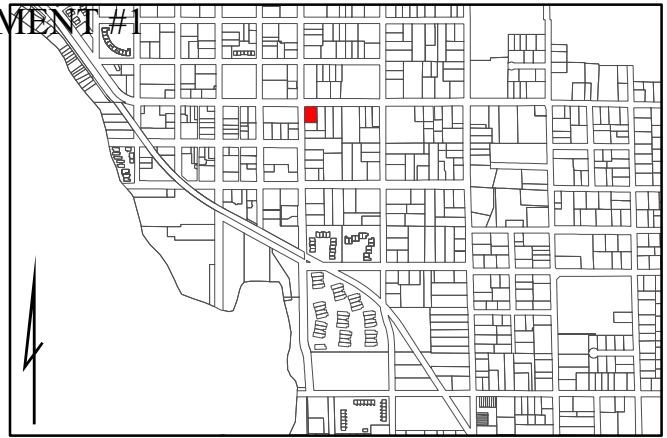
### **Attachments:**

Photos  
1989 Site Survey

308 E 5th Avenue



CITY OF  
MOUNT  
DORA







Subject Property





ATTACHMENT #1





ATTACHMENT #1





ATTACHMENT #1  
South of 5<sup>th</sup> Ave, looking East



South of 5<sup>th</sup> Ave, looking West



North of 5<sup>th</sup> Ave, looking East



North of 5<sup>th</sup> Ave, looking West





## ATTACHMENT #1

## Site Inventory Form

Site No. \_\_\_\_\_

Site Name Educational Hall - The Old Library Survey Date 8709  
 Address of Site 308 E. 5th Ave., Mount Dora, Fl. 32757  
 Instruction for locating \_\_\_\_\_

Location Tremain's Plat 000 00400  
 Subdivision Name Block No. Lot No.

County Lake  
 District name if applicable \_\_\_\_\_  
 Owner of Site: Name Potter, Del G. and Robert F. Vason Jr.  
 Address 308 E. 5th Ave., Mt. Dora Fl. 32757

Type of Ownership \_\_\_\_\_ Recording Date 8711  
 Recorder: Name & Title Barr, Melanie (Historic Preservation Consultant)  
 Address P.O. Box 17, Gainesville Fl. 32602

|                                               |                                             |                                 |
|-----------------------------------------------|---------------------------------------------|---------------------------------|
| Condition of Site:<br>(Check One)             | Integrity of Site:<br>(Check One or More)   | Original Use <u>educational</u> |
| <input checked="" type="checkbox"/> Excellent | <input checked="" type="checkbox"/> Altered | Present Use <u>commercial</u>   |
| <input type="checkbox"/> Good                 | <input type="checkbox"/> Unaltered          | Dates <u>+1912</u>              |
| <input type="checkbox"/> Fair                 | <input type="checkbox"/> Original Use       | Cultural Phase <u>American</u>  |
| <input type="checkbox"/> Deteriorated         | <input type="checkbox"/> Restored/Date      | Period <u>20th Century</u>      |
|                                               | <input type="checkbox"/> Moved/Date         |                                 |

NR Classification Category building Date Listed on NR \_\_\_\_\_

Threats to Site:  
 (Check One or More)

|                                        |                                         |                                                    |
|----------------------------------------|-----------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Zoning        | <input type="checkbox"/> Transportation | <input type="checkbox"/> Borrowing                 |
| <input type="checkbox"/> Development   | <input type="checkbox"/> Fill           | <input type="checkbox"/> Other (See Remarks Below) |
| <input type="checkbox"/> Deterioration | <input type="checkbox"/> Dredge         |                                                    |

Areas of Significance: Early Community Development, Educational

## Significance:

Educational Hall was organized in March 1912 by a group of citizens who were not satisfied with Mount Dora's educational facilities. The main purpose of the new school was to accommodate the children of winter visitors whose classes were not similar to those offered at the Mount Dora public school. The children attending Educational Hall were tutored using the same books as their northern schools. The principal of the public school, J.H. Crane, was installed as the principal of Educational Hall. He retired in 1922. Mrs. Orin W. Sadler was principal for the 1922-23 school year, and after that year the school closed due to the lack of students.

W.F. Warden of Akron, Ohio, and Jim Simpson of Mount Dora are credited with raising the \$1500 needed to build the school. It is of an unusual design with two large pavilions topped by hip roofs joined by a smaller recessed center bay. The brick building rests on a molded concrete block foundation said to be supplied by 23-year-old Carl Risely, who was one of the school's organizers.

Mount Dora's library had a home in the basement's west room starting in 1917. That same year a full-time paid librarian was hired at the sum of \$1.00 a week. Although the library now had a home it still had a problem: every time it rained water poured into the basement and soaked the books. A movement was started to buy the building so

(see continuation page)

**(CONTINUATION SHEET - SIGNIFICANCE)**

the library could be placed upstairs. The city was asked to purchase the building by taking over the mortgage of \$2500. It was approved but there was no money to pay for it. The city did agree to pay the utility bill and the librarian's salary. Librarian Margaret Lewis invited Charles Edgerton to see the building after a heavy rain when he was the chairman of the Park Board. He saw what a mess the library was in and told Miss Lewis to move the books upstairs since he would buy the building and sell it to the city when they could afford to raise the money. On February 6, 1929, the city bought the building with the promise that it would be used for a library as long as it was needed. It was located here until the new library on Donnelly St. was built in 1977, sixty years after the library started out in one room of the basement.

L 163,164,105; E 121; brochure

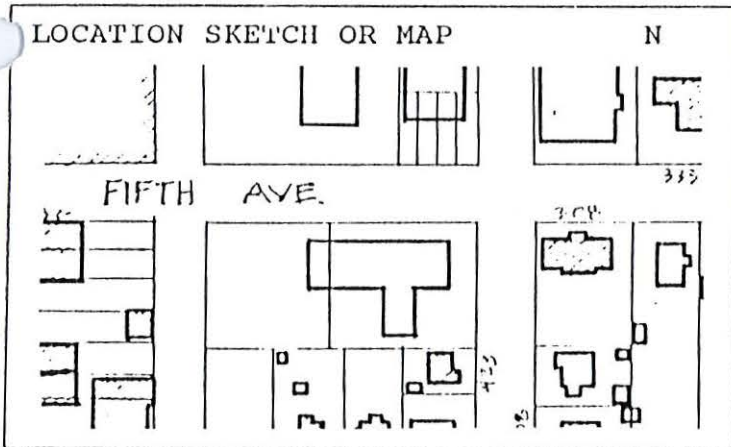


# ATTACHMENT #1

Architect \_\_\_\_\_  
 Builder \_\_\_\_\_  
 Style and/or Period masonry vernacular  
 Plan Type irregular: irregular  
 Exterior Fabric(s) brick: running # concrete: block, molded  
 Structural System(s) masonry: brick  
 Porches N/ 1 story  
 Orientation N  
 Foundation continuous: concrete block  
 Roof Type hip  
 Secondary Roof Structure(s) dormer: shed  
 Roof Surfacing metal shingles  
 Window Type DHS, 6/6, wood  
 Ornament Exterior dentil course  
 Chimney brick with corbelled cap  
 Chimney Location ridge  
 No. of Chimneys 1 No. of Stories 2  
 No. of Dormers \_\_\_\_\_ Outbuildings \_\_\_\_\_  
 Surroundings \_\_\_\_\_  
 Map Reference (incl. scale & date) USGS Eustis 7.5 MIN 1966 (PR 1980)

Latitude and Longitude \_\_\_\_\_

Site Size (approx. acreage of property) LT1



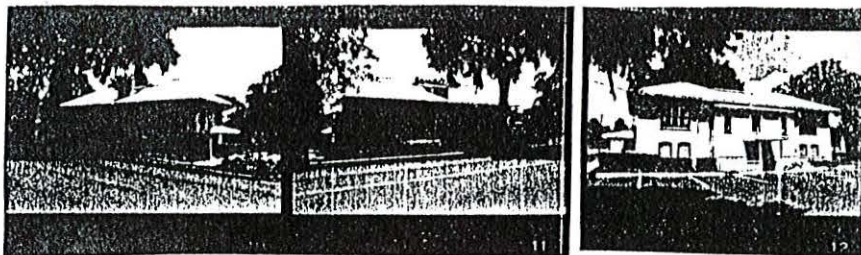
| Township | Range | Section |
|----------|-------|---------|
| 19       | 27    | 32      |

UTM Coordinates:

Zone \_\_\_\_\_ Easting \_\_\_\_\_ Northing \_\_\_\_\_

Q 10-12

Photographic Records Number \_\_\_\_\_  
 Please attach Photographic Print



**RESOLUTION NO. 2025 - 07**

**A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, RELATED TO 308 E 5<sup>TH</sup> AVENUE; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR HISTORIC SITE DESIGNATION; 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**, the City of Mount Dora adopted its Historic Preservation Ordinance on February 4, 1997; and

**WHEREAS**, Land Development Code Section 3.6.3 provides the process of designating historic sites and establishes the Mount Dora Local Register of Historic Places; and

**WHEREAS**, the City of Mount Dora is the owner of that property located at 308 E 5th Avenue, Mount Dora, Florida identified by Lake County Tax Parcel Identification Number 32-19-27-2400-000-00400 (Alt. Key No. 1476071), more particularly described as ('Property'):

Lot 4 of Tremains Plat, according to the plat thereof, as recorded in Plat Book 2, Page 17, Public Records of Lake County, Florida.

**WHEREAS**, the Historic Preservation Board nominated the Property to be included on the Mount Dora Local Register of Historic Places on July 31, 2024; and

**WHEREAS**, City Council, on behalf of the City of Mount Dora, provided property owner authorization to proceed with the nomination process on November 19, 2024; and

**WHEREAS**, the Historic Preservation Board held a public hearing to consider the status of the structure located on the Property at 308 E 5th Avenue on December 11, 2024; and

**WHEREAS**, the Historic Preservation Board determined the structure has significant character, interest and value as part of the historical, cultural, aesthetic and architectural heritage of the City and meets the criteria established in Land Development Code Section 3.6.3.c to qualify as a historic site and to be included on the Mount Dora Local Register of Historic Places; and

**WHEREAS**, pursuant to the provisions of Land Development Code Section 3.6.3.2.a.7.b., a nomination for historic site designation shall be formally approved by the City Council.

**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 findings are hereby adopted.

**SECTION 2. Historic Site Designation.** The Property located at 308 E 5th Avenue, Mount Dora, Florida identified by Lake County Tax Parcel Identification Number 32-19-27-2400-000-00400 and Alt. Key No. 1476071, is hereby designated as a historic site within the City of Mount Dora.

- A. The Property shall be included on the Mount Dora Local Register of Historic Places.
- B. The historic site plaque is to be placed on the Property and the Property shall be subject to all requirements of the City's Historic Marker Program, as amended.
- C. This designation applies to the Property so identified and shall run with the land.

**SECTION 3. Implementing Administrative Actions.** The City Manager is hereby authorized and directed to take such actions as may 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 designation of the Property as a historic site and appropriate for the installation of a historic plaque, 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.

*{Rest of Page Intentionally Left Blank}*

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

**PASSED AND ADOPTED this 1<sup>st</sup> day of April, 2025.**

---

**James Homich, Mayor  
City of Mount Dora, Florida**

ATTEST:

---

**Jeanann Hand, City Clerk**

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

---

**Patrick Brackins, City Attorney**



*Let it be known that the*

# ***Education Hall***

*Located at 308 N 5<sup>th</sup> Avenue and  
Owned by the City of Mount Dora,  
Is presented this*

## ***Certificate of Historic Significance***

*For its historical significance to the City of Mount Dora, Florida.*

*Awarded this 1<sup>st</sup> day of April, 2025*

*By the City Council of Mount Dora, Florida,  
As recommended by the Historic Preservation Board.*

---

*James Homich, City of Mount Dora*

---

*Det Joks, Chairman, Historic Preservation Board*



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

---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Adoption of **Resolution No. 2025-09**, Updating FY2025–2030 Strategic Plan

---

**Introduction:**

This is a request for Council to adopt Resolution 2025-09, Adopting the FY2025–2030 Strategic Plan Update.

**Discussion:**

A strategic plan serves as a document that outlines a city's long-term vision, strategies, and goals, and for addressing key community priorities, such as economic development, infrastructure, public safety, fiscal responsibility, and fostering a vibrant and sustainable city. It acts as a roadmap to guide future decision-making and resource allocation.

During the February 10, 2025 Work Session, the City Council defined the following key sections of the FY 2025–2030 Strategic Plan:

**Vision**

Create a diverse, vibrant, and sustainable community featuring a thriving business community in conjunction with a more accessible and inviting lakefront, while respecting its historic character and small town charm, and serving as a unique regional and local destination for both residents and visitors.

**Mission**

Mount Dora provides a full range of high-quality municipal services to all stakeholders in a safe, clean, attractive environment while safeguarding our historical and natural resources and building a strong sense of community.

**Strategic Initiatives**

- Promote Economic Development to position Mount Dora with a diverse, vibrant, sustainable economy while preserving the City's small-town charm;
- Beautify Mount Dora - Enhance the aesthetic appeal of Mount Dora through picturesque



landscaping, public art, and well-maintained streetscapes;

- Strengthen and Expand Mount Dora’s Infrastructure - Ensure Mount Dora’s critical infrastructure is properly maintained and expanded as needed;
- Provide High-Quality Services that sustain a vibrant, safe, and healthy community; and
- Invest in Fiscal and Human Resources - Building a resilient foundation for enhanced financial performance and organizational excellence.

**Budget Impact:**

The strategic plan establishes priorities that will shape budgeting decisions and guide resource allocations for the coming years.

**Strategic Impact:**

The strategic plan outlines key priorities that serve as a framework for future budgeting and resource allocation decisions.

**Recommendation:**

City Council approve Resolution 2025-09, Adopting the FY2025–2030 Strategic Plan Update.

**Attachment(s):**

1. Strategic Plan Report and Project List 2025-2030
2. Reso No. 2025-09 Adopting Strategic Plan
3. Exhibit A Strategic Plan Initiatives, Goals, Objectives FY25-2030.pdf

|              |                                                                     |                            |
|--------------|---------------------------------------------------------------------|----------------------------|
| Prepared by: | Misty Sommer, Director of Economic Development & Public Information |                            |
| Reviewed by: | Misty Sommer, Director of Economic Development & Public Information | Approved - 3/12/2025       |
|              | Steve Langley, Assistant City Manager-Electric Utility Director     | Approved - 3/25/2025       |
|              | City Attorney, City Attorney                                        | Approved - 3/26/2025       |
|              | Jeanann Hand, City Clerk                                            | Approved - 3/26/2025       |
|              | Vince Sandersfeld, City Manager                                     | Final Approval - 3/26/2025 |



CITY OF  
MOUNT  
DORA

# STRATEGIC PLAN



2025-2030





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# MEET CITY COUNCIL



**James Homich**  
Mayor



**John Cataldo**  
Vice-Mayor



**Cal Rolfson**  
District 2



**Dennis Dawson**  
District 3



**Marc Crail**  
District 4



**Nate Walker**  
District 5



**Doug Bryant**  
At-Large





# CITY MANAGER MESSAGE



## Dear Mount Dora Community,

It is with great enthusiasm that I share the City of Mount Dora's Strategic Plan Update for FY2025–2030, a forward-thinking roadmap designed to guide our community toward a vibrant and sustainable future. Rooted in our rich history and small-town charm, this plan reflects our collective vision to enhance Mount Dora's unique character while embracing opportunities for growth and innovation.

Our vision is clear: to cultivate a diverse, thriving, and sustainable community—one that celebrates a vibrant downtown, an inviting and accessible lakefront, and a deep respect for our historic and natural resources. This strategic plan, developed with input from City leadership, staff, and community stakeholders, establishes a framework to ensure Mount Dora continues to be a premier destination for both residents and visitors alike.

The plan is structured around five key Strategic Initiatives, each designed to support our long-term goals:

- Promote Economic Development – Position Mount Dora for a strong, diverse, and sustainable economy while preserving our small-town charm.
- Beautify Mount Dora – Enhance the city's aesthetic appeal through landscaping, public art, and well-maintained streetscapes.
- Maintain and Improve Infrastructure – Invest in modern and reliable infrastructure to support our growing community.
- Provide High-Quality Services – Deliver exceptional municipal services that promote a vibrant, safe, and healthy environment.
- Invest in Fiscal and Human Resources – Ensure financial sustainability and attract top talent to serve our city.

This plan is more than just a document—it is a dynamic blueprint for action. With well-defined goals, including redevelopment opportunities, enhanced mobility, strategic business attraction, public safety enhancements, and expanded green spaces, we are committed to making measurable progress.

As we move forward, we will continue to engage with our community, implement best practices, and leverage partnerships to bring this vision to life. Together, we will ensure that Mount Dora remains a welcoming, vibrant, and prosperous place to live, work, and visit for years to come.

We look forward to working alongside you to bring this vision to reality.  
Sincerely,

*Vince Sandersfeld*  
City Manager

# VISION AND MISSION

## Vision

Create a diverse, vibrant, and sustainable community featuring a thriving business community in conjunction with a more accessible and inviting lakefront, while respecting its historic character and small town charm, and serving as a unique regional and local destination for both residents and visitors.

## Mission

Mount Dora provides a full range of high-quality municipal services to all stakeholders in a safe, clean, attractive environment while safeguarding our historical and natural resources and building a strong sense of community.





# STRATEGIC INITIATIVE 1:

## Promote Economic Development

*Promote Economic Development to position Mount Dora with a diverse, vibrant, sustainable economy.*

### Goal 1

**Promote strategic corridors for development and redevelopment: Golden Triangle District, Grandview Business District, Highland Street District, Downtown/Waterfront District, and the Wolf Branch Innovation District with special focus on high-wage job creation.**

- **Objective 1.1** – Create marketing materials promoting development for each district by the end of FY 2024–2025.
- **Objective 1.2** – Each year promote areas for development/redevelopment by engaging with stakeholders, collaborating with Economic Development organizations, and where possible promoting Public–Private Partnerships (PPP).
- **Objective 1.3** – Complete Revitalization Action Plan for these districts to focus where feasible industry-specific recruitment.
- **Objective 1.4** – Enhance or streamline business/permitting processes improvements for customer applications, inspections, and pass-through fees.

### Goal 2

**Enhance alternative mobility transportation modes to include trail networks.**

- **Objective 2.1** – Promote golf carts, pedestrian, and bike access throughout the city with focus on safety.
  - Donnelly Boardwalk Project to be completed by end of FY2025–2026.
  - On an annual basis complete sidewalk repair by targeting different areas of the city.
  - Develop and implement a mobility transportation plan to provide ideas to improve alternative modes and improvements throughout the city.
- **Objective 2.2** – Research grants to help with trail and bike corridors.
- **Objective 2.3** – Update the *Trails Master Plan* to the today's trail strategy with Lake County ensuring new trailheads and amenities are defined.
- **Objective 2.4** – Updates, when required, to the City Comprehensive Plan and E.A.R-Based Amendments.

# STRATEGIC INITIATIVE 1:

## Promote Economic Development

*Promote Economic Development to position Mount Dora with a diverse, vibrant, sustainable economy.*

### Goal 3

#### Promote tourism.

- **Objective 3.1** – Each year create a campaign with a minimum \$40,000 budget targeting day-trippers to Mount Dora (subject to funding/budget).
- **Objective 3.2** – Develop premier festivals that drive tourism by partnering with event sponsors to deliver cost-effective city services while safeguarding the public.
- **Objective 3.3** – Seek grants or other appropriations for the construction of the 4th Avenue docks; and complete the *4th Avenue Docks Feasibility Study* to determine the proper dock design and/or alternatives.



# STRATEGIC INITIATIVE 2:

## Beautify Mount Dora

*Enhance the aesthetic appeal of Mount Dora through well-maintained landscaping, public art, hardscape design elements, and streetscapes where appropriate.*

### Goal 4

#### **Promote urban greening throughout the City with special focus on corridors, parks, open spaces, and gateways.**

- **Objective 4.1** – Promote an Urban forest in Mount Dora by planting at a minimum of 50 trees per year through end of 2030 using *The Right Tree Right Place* program.
- **Objective 4.2** – Update the Land Development Code to require appropriate tree planting methods within an urban environment by the end of FY2025–2026.
- **Objective 4.3** – Work with outside organizations to gather volunteers to care for newly planted trees, landscape beds, and flowers.
- **Objective 4.4** – Add plantings and irrigation system at the Mount Dora Gateways on and arrange for to maintain and watering of the new planting and ground covering.

### Goal 5

#### **Implement beautification improvements to parks, and open spaces.**

- **Objective 5.1** – Complete landscape improvements to Donnelly Park by the end of FY 2025–2026 providing a “central park” atmosphere with special events space.
- **Objective 5.2** – Provide staff training to improve the standard of care of Mount Dora’s green space.
- **Objective 5.3** – Underground electric lines along Donnelly Street in order to plant trees along the roadway to develop a trees canopy.
- **Objective 5.4** – Perform a streetscape project to match the existing completed streets in the downtown District. The project will be executed in two phases: (1) Engineering and Design, and (2) Construction. The project schedule will be contingent upon the availability of CRA funds.
- **Objective 5.5** – Pursue grants and other funding opportunities to develop the Lake Dora Waterfront Master Plan.
- **Objective 5.6** – Continue improvements, enhancements, and where feasible additional lands to the athletic complex with programs leagues and other amenities.

# STRATEGIC INITIATIVE 2:

## Beautify Mount Dora

*Enhance the aesthetic appeal of Mount Dora through well-maintained landscaping, public art, hardscape design elements, and streetscapes where appropriate.*

### Goal 6

#### Enhance public green and open spaces.

- **Objective 6.1** -Identify potential location for park space in the Wolf Branch Innovation District (WBID) and the Golden Triangle District as development occurs.



# STRATEGIC INITIATIVE 3:

## Strengthen and Expand Mount Dora's Infrastructure

*Ensure Mount Dora's critical infrastructure is properly maintained and expanded as needed.*

### Goal 7

#### Develop new infrastructure to support sustainable growth management

- **Objective 7.1** – Expand infrastructure to meet the needs of a growing community.
  - Complete the Wastewater Treatment Plant #2 expansion.
  - Construct ground storage tank to store additional potable water.
  - Expand Electric Substation by adding an additional circuit with breaker and underground cable to feed the grove south area the end of FY2025-2026.
- **Objective 7.2** – Continue to support improvements to various Public Safety infrastructure.
- **Objective 7.3** – Increase the Parking space inventory in the downtown area.

### Goal 8

#### Ensure that utility and public works infrastructure is properly maintained to meet established safety and minimum level of maintenance standards.

- **Objective 8.1** – Institute a *Pavement Management Program* including repair, resurfacing, and replacement based on priorities.
- **Objective 8.2** – Repair broken or ADA hazard sidewalks targeting different areas of the city each year.
- **Objective 8.3** – Strengthen in-house skills to perform miscellaneous concrete repair work on such things as curbs and gutters, sidewalks, and storm inlet tops.
- **Objective 8.4** – Ensure the city network is protected by securing digital storage, controlling access, and preventing unauthorized data processing.
  - Upgrade to Microsoft 365 by the end of FY2026-2027.

# STRATEGIC INITIATIVE 3:

## Strengthen and Expand Mount Dora's Infrastructure

*Ensure Mount Dora's critical infrastructure is properly maintained and expanded as needed.*

- **Objective 8.5** – Implement Water and wastewater maintenance programs to reduce operating cost and ensure good reliable service.
  - Rehabilitation & Upgrade of Wastewater Treatment Plant 1.
  - Add new pump room and associated electrical controls to allow for taking a pump off line.
  - Upgrade various mains and lift stations to extend the life of the wastewater system.
- **Objective 8.6** – Perform NPDES permit required inspections, monitoring, and repairs on schedule of the Storm water System.

### Goal 9

## Maintain Parks equipment, City buildings, and facilities in accordance with established safety and maintenance guidelines.

- **Objective 9.1** – Maintain playground and sports equipment to meet the state requirements through regular inspections, prompt repairs and addressing natural hazards
- **Objective 9.2** –Ensure a safe, functional, and comfortable environment while extending the life of the building and it systems.
  - Renovation of Fire Station 34 using the remaining bond funds.



# STRATEGIC INITIATIVE 4:

## Provide High-Quality Services

*Provide high-quality City services that sustain a vibrant, safe, and healthy community.*

### Goal 10

#### **Ensure safe and reliable electric and water supply and protect the environment and public through proper wastewater and storm water management.**

- **Objective 10.1** – Install *Advanced Metering Infrastructure* system to enhance reliability, and provide real-time data to the electric customer by end of FY 2026-2027.
- **Objective 10.2** – Pursue a citywide GIS map and database to enhance reliability and efficiency in various task.
- **Objective 10.3** – Convert at a minimum one radial water line per year to a loop system in order to provide water redundancy and resiliency.
- **Objective 10.4** – Effectively manage stormwater runoff while protecting the environment and minimizing flooding.

### Goal 11

#### **Ensure an exceptional level of Public Safety services.**

- **Objective 11.1** – Provide an environment within the Police and Fire Departments that encourages long careers, retention and advancements. This includes proper training and development.
- **Objective 11.2** – Promote community engagement by offering classes to educate the public in police practices.
- **Objective 11.3** – Promote the safety of the community by ensuring: annual fire inspections, short term rental inspections, and swimming pool safety based on applicable building code for the state of Florida.
- **Objective 11.4** – Review and evaluate the fire protection capabilities opportunities to obtain enhanced Insurance Services Office (ISO) fire rating (Public Protection Classification)

# STRATEGIC INITIATIVE 4:

## Provide High-Quality Services

*Provide high-quality City services that sustain a vibrant, safe, and healthy community.*

### Goal 12

#### **Provide high-quality programs to benefit all age groups: Parks and Recreation; the Northeast Resource and Recreation Center; and the Library**

- **Objective 12.1** – Develop premier festivals that cultivate community spirit by partnering with event sponsors to deliver cost-effective city services while safeguarding the public.
- **Objective 12.2** – Assess summer, educational, and after-school care programs to make changes as needed ensuring quality, safety, and the need in the community.
- **Objective 12.3** – Ensure program opportunities are provide to all demographics of the community and ensure low cost programs.
- **Objective 12.4** – Strive to achieve the library’s mission of “lifelong learning and access to information” with innovative programming.
  - Farmhouse Expansion for community meeting space
  - Create Nature Lab Learning Space as part of the Children’s Library
  - Forest Preserve Restoration



# STRATEGIC INITIATIVE 5:

## Invest in Fiscal and Human Resources

*Building a resilient foundation for enhanced financial performance and organizational excellence.*

### Goal 13

#### Identify and seek alternative funding sources

- **Objective 13.1** – Pursue federal, state and local grants to fund city projects and studies.
- **Objective 13.2** – Use restricted funds to fullest ability.
- **Objective 13.3** – Refine and streamline the donation process for receiving donations.

### Goal 14

#### Retain and attract highly-qualified talent and provide succession planning.

- **Objective 14.1** – Develop and implement a robust recruitment strategy to attract diverse, highly qualified talent for the City workforce.
  - Implement HR technologies (ADP Implementation) to streamline hiring, onboarding, performance reviews, and payroll processes.
- **Objective 14.2** – Introduce innovative retention strategies to reduce turnover and ensure continuity of critical roles.
  - Regularly assess employee engagement through surveys and feedback mechanisms, and act on results to improve workplace culture.
  - Continuously review and adjust compensation packages to ensure they remain competitive with the public and private sectors.
  - Create a clear, transparent structure for promotions and salary increases to enhance job satisfaction.

# STRATEGIC INITIATIVE 5:

## Invest in Fiscal and Human Resources

*Building a resilient foundation for enhanced financial performance and organizational excellence.*

- **Objective 14.3** – Create a comprehensive training and professional development program to build skills and foster career advancement within the city workforce.
  - Implement mentorship and leadership development programs to support employees' growth.
  - Enhance PD personnel development through advanced training programs. The department will implement leadership training for supervisors through partnerships with leading organizations.
  - Officers will also be encouraged to pursue higher education, with assistance provided for enrollment in college programs and support navigating coursework.
  - 4. Re-assign the employee pay-grade structure as a City Administration function.
  - Review and update City Employee Policy and Procedure Guide FY24-25.
- **Objective 14.4** – Establish a strong succession planning framework to identify and prepare high-potential employees for leadership roles, ensuring smooth transitions and minimizing talent gaps
  - Foster a pipeline of internal talent to meet the future leadership needs of the city.

### Goal 15

## Provide accounting services supported by advanced IT systems to streamline and enhance financial reporting

- **Objective 15.1** – Establish an updated in-house or cloud-based financial system to streamline city operations, financial management, and reporting.
  - Software (BS&A) upgrade to a cloud system.
- **Objective 15.2** –Provide efficiencies and additional revenue by improving financial processes.
  - Improve the FEMA reimbursement process.
  - Improve year-end close out of Purchase Orders.
  - Update allocations for utility billing.
  - Review all city master fee schedule, impact fees, as needed.



# CONCLUSION

The City of Mount Dora's 2025 Strategic Plan focuses on growth, infrastructure, public safety, and community development to enhance the city's future. Key initiatives include expanding business districts, attracting new industries, and improving mobility plans to support economic growth. Infrastructure improvements such as fiber connectivity expansion, water system enhancements, and public space restoration will ensure long-term sustainability. Public safety remains a priority with plans to strengthen emergency preparedness, upgrade fire and police facilities, and improve response times. The city is also investing in its workforce by modernizing HR systems, enhancing employee training, and implementing cloud-based operations for efficiency. Additionally, community growth initiatives include developing affordable housing and expanding recreational facilities. Mount Dora is committed to smart growth, innovation, and preserving its charm while creating a safe, sustainable, and thriving future for all residents.



# UPDATED 2019-2024 PROJECT LIST & PROPOSED FUTURE PROJECTS

## ***Economic Development***

### Completed



- Parks & Recreation Master Plan
- Wi-Fi/Bandwidth/Fiber Connection in Downtown CRA
- Wi-Fi/Bandwidth/Fiber Connection in Wolf Branch Innovation District
- Economic Development Consultant for Wolf Branch Innovation District
- Impact Fee Review by Consultant
- Construct Parks & Recreation General Purpose Building

### Ongoing



- Plan & Develop Trail the Wekiva Trail
- Update JPA Contract with County

### Carried Forward



- Evaluation of Special Events
- Master Mobility Plan as part of EAR/Comp Plan
- Review/Revise Impact Fees to include potential Mobility Fee

### Future



- Develop Waterfront Master Plan for Parks and Recreation (special events).
- Feasibility and Construction of the 4th Avenue Docks
- Revitalization Action Plans for Golden Triangle, Grandview Commercial District, Downtown Lake Front, and Highland Street Corridor
- Explore Public-Private Partnerships (PPPs) opportunities for Grandview Commercial District (incubator type businesses) and Highland Street Corridor
- Industry-Specific Recruitment for WBID: Partner with regional economic development councils to attract technology, healthcare, or clean energy companies that align with Mount Dora's economic vision.
- Tourism Enhancement Initiatives: Develop marketing campaigns to boost tourism, focusing on Mount Dora's charm, such as historical sites, festivals and outdoor activities.
- Update Trails Master Plan.



# UPDATED 2019-2024 PROJECT LIST & PROPOSED FUTURE PROJECTS

## ***Infrastructure***



### **Completed**

- Construct Public Works Facility
- Stormwater Improvements in Northeast CRA
- Apopka Reclaim Interconnect
- FDOT/County/City water/wastewater piping
- Dogwood Mountain Restoration
- Renovate Public Safety Building
- Utility Master Plan to include Wolf Branch Innovation District
- Sewer and reclaimed water system outside the interior City limits
- Stormwater Master Plan



### **Ongoing**

- Parking improvements in Downtown CRA
- Explore additional properties for future City use
- Water and Wastewater Infrastructure Master Plan
- Support roadway improvements such as US 441 and SR 44
- Stormwater Improvements in Northeast CRA
- Downtown Parking Improvements



### **Future**

- Establish a robust data center or cloud-based system to centralize city operations and provide redundancy.
- Advance the expansion of fiber optic connections to city facilities and finalize the fiber optic ring to enhance system resiliency.
- Simpson Farmhouse Expansion – add meeting room capacity to the library’s already double and triple-booked spaces and provide connectivity with a landscaped sidewalk to Forest Preserve from N. Donnelly.
- Nature Lab – create a learning space inside the Children’s Library where young learners can explore the natural world with child-friendly materials and observation equipment.
- Forest Preserve Restoration Plan – long-term segmented approach to restoring Forest Preserve over the course of the next two decades.
- Completion of Donnelly Park phases as a completed “Central Park” location.
- Internal engineering study to improve Electric Utility system protection coordination

# UPDATED 2019-2024 PROJECT LIST & PROPOSED FUTURE PROJECTS

## ***Infrastructure*** Cont...



### Future

- Install communications infrastructure and deploy AMI meters to the electric service territory
- Provide a Customer Portal for Electric Utility service and consumption information
- Each year convert a portion of overhead power lines serving commercial areas to underground
- Wastewater Treatment Plant #1 Rehabilitation
- Water Treatment Plant #2 Capacity Upgrades
- Rehabilitation of Collections System Lift Stations
- Looping and Redundancy of Potable Water Mains
- Collections System Pipe Lining
- Renovation of Station Fire 34 (Donnelly Street Station) to include Administrative/Training/EOC addition
- Procure equipment that enhances public safety and ensures the department maintains state-of-the-art resources for our officers. This includes a commitment to providing the best tools and technology, ensuring officers are equipped to effectively perform their duties to the highest standards. By prioritizing cutting-edge equipment, the department aims to support operational efficiency, officer safety, and community well-being.
- Donnelly Street Boardwalk
- Donnelly Street Repaving (Phases I & II)
- St. Andrews Country Club of Mount Dora Resurfacing and Repair
- Liberty Avenue Stormwater Phase II
- John Street Roadway Improvements
- Park Forest Boulevard Repairs
- Sidewalk Repair Program
- Pavement Management and Resurfacing Program



# UPDATED 2019-2024 PROJECT LIST & PROPOSED FUTURE PROJECTS

## ***Fiscal/Resources//Human Resources***



### **Completed**

- Lincoln Avenue Pool Resurfacing
- Expansion of Library Parking Lot
- Internship Programs (Library and Northeast CRA)
- Joint Internship Program with College
- Evaluate Mount Dora Golf Association Contract
- Purchase property for future Parks & Recreation General Purpose Building
- Install cloud-based fiscal asset system for vehicles, mobile equipment and facilities
- Install bar-coding system within the warehouse/inventory structure
- Establish Allocation Method for all Enterprise Funds and Special Revenue Funds
- Improve Budget & CIP Process
- Prepare Sale of Future Bonds



### **Ongoing**

- Lease/Purchase Property for Downtown Parking



### **Carried Forward**

- Hire Key Personnel: Finance Director



### **Future**

- Prioritize installing a cloud-based Enterprise Resource Planning (ERP) system to streamline city operations, financial management, and reporting.
- Implement advanced GIS (Geographic Information System) tools to aid in urban planning and resource allocation.
- BS&A Migration to the Cloud
- ADP Implementation
- Improve Process for FEMA Reimbursement
- Improve Process for year-end close out of Purchase Orders

# UPDATED 2019-2024 PROJECT LIST & PROPOSED FUTURE PROJECTS

## ***Fiscal Resources // Human Resources***

Cont...

### Future



- Work with BS&A to develop reports needed for year-end commitments
- Convert to BS&A Payments Module potentially replacing other third party systems
- Update Allocation for Utility Billing
- Develop and implement a robust recruitment strategy to attract diverse, highly qualified talent for the city workforce.
- Introduce innovative retention strategies to reduce turnover and ensure continuity of critical roles.
- Create a comprehensive training and professional development program to build skills and foster career advancement within the city workforce.
- Implement mentorship and leadership development programs to support employees' growth.
- Continuously review and adjust compensation packages to ensure they remain competitive with the public and private sectors.
- Create a clear, transparent structure for promotions and salary increases to enhance job satisfaction.
- Implement HR technologies to streamline hiring, onboarding, performance reviews, and payroll processes, improving efficiency and employee experience.
- Establish a strong succession planning framework to identify and prepare high-potential employees for leadership roles, ensuring smooth transitions and minimizing talent gaps.
- Foster a pipeline of internal talent to meet the future leadership needs of the city.
- Enhance PD personnel development through advanced training programs. The department will implement leadership training for supervisors through partnerships with leading organizations, including Valencia College's Public Safety Leadership Development Course, Southern Police Institute's Command Officer Development Course and the FBI National Academy. Officers will also be encouraged to pursue higher education, with assistance provided for enrollment in college programs and support navigating coursework.



# UPDATED 2019-2024 PROJECT LIST & PROPOSED FUTURE PROJECTS

## ***Growth Management***

### Completed



- Wi-Fi Plan for Downtown/Highland Corridor
- Downtown CRA Parking Lot Options Evaluation
- Expand Highland Tennis Courts
- Facilities/Building Master Plan
- Request the State Legislature to Designate the Golden Triangle area as a CRA
- City Hall Renovations & Parking Lot
- Trail Lighting/Mobility
- Valet Parking

### Ongoing



- Multi-modal Transportation

### Carried Forward



- Comp Plan and EAR 2026/27

### Future



- Update the next 3-5 years of the Parks and Recreation Master Plan
- Acquire new land for athletic fields
- Develop parks North of 441
- Affordable Housing Development: Partner with developers to create affordable and mixed-income housing options, ensuring housing availability for diverse income levels.

# UPDATED 2019-2024 PROJECT LIST & PROPOSED FUTURE PROJECTS

## ***Public Safety***

### Completed



- Acquire National Accreditation for Fire Department
- Purchase property for Fire Stations

### Ongoing



- Install Cameras in Parks and Facilities as needed
- Improve response times for Fire Department
- Pedestrian Safety at US 441 and other major intersections

### Future



- Develop Police Department Strategic Plan
- Enhance community relations and effectively reduce crime through collaborative community efforts.
- Maintain accreditation to ensure the department upholds the highest standards in law enforcement. This includes meeting rigorous benchmarks for policies, procedures, and practices, conducting regular reviews to ensure compliance with accreditation standards, and participating in assessments by Florida Police Accreditation Coalition. Maintaining accreditation reinforces public trust, enhances accountability, and demonstrates the department's commitment to excellence and professionalism.
- Improve emergency preparedness and response to natural disasters, large-scale events, and other emergencies. Key initiatives include conducting annual multi-agency disaster drills, emergency response protocols, and training officers in FEMA's National Incident Management System.
- Use AI and machine learning for predictive policing and fire risk analysis.
- Regularly test an IT disaster recovery plan to ensure resilience in the event of a natural disaster or cyberattack.
- Replace Engine Apparatus 341
- Design/Construct Training Facility (Burn Building)
- Safe Streets & Roads for All Action Plan



# UPDATED 2019-2024 PROJECT LIST & PROPOSED FUTURE PROJECTS

## ***Potential Long-Term Project Considerations***



- Expand the "Smart City initiatives" scope by incorporating data analytics, IoT sensors, and AI for real-time monitoring and decision-making in public services.
- Expand public access to Wi-Fi in underserved areas beyond the historic downtown district and the Wolf Branch Innovation District.
- Based on population growth): Fire Station 36 Design/Build at SR 46/Wolf Branch Innovation District
- 10-Year Plan (based on population growth): Build a new Police Department to accommodate growth, improve operational efficiency, and enhance community engagement. The new facility will include community spaces for interaction, state-of-the-art security features, and ensure functionality for modern policing operations.
- Purchase (1) Engine Apparatus for Station 36
- Enhance partnerships with local universities and job training programs to build a pipeline of future talent.
- Regularly assess employee engagement through surveys and feedback mechanisms, and act on results to improve workplace culture.
- Expand benefits offerings (e.g., wellness programs, retirement planning) to improve employee satisfaction and work-life balance.
- Introduce data-driven decision-making to track employee performance, engagement, and productivity to identify areas for improvement.
- By 2030, complete study on expanding the library so that it once again attains the Florida Library Association's collection size ranking of "exemplary."



CITY OF  
MOUNT  
DORA



Phone Number  
**352-735-7100**



Website  
**[www.MountDora.gov](http://www.MountDora.gov)**



Address  
**510 N. Baker Street  
Mount Dora, FL 32757**



City Council Approval  
**Resolution NO. 2025-09  
April 1, 2025**





## **RESOLUTION NO. 2025-09**

**A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, ADOPTING THE MOUNT DORA STRATEGIC PLAN UPDATE (FISCAL YEARS 2025–2030); PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR COMMITMENT TO SHARE IN FEES AND EXPENSES; 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**, the Mount Dora City Council believes that establishing a clear mission, vision, core values, and strategic initiatives is essential to guide the city's growth and maintain its historic small-town charm while fostering a vibrant and sustainable community; and

**WHEREAS**, in response to evolving community needs and emerging opportunities, city staff and leadership have developed the Mount Dora Strategic Plan Update for Fiscal Years 2025 to 2030, which outlines specific strategic initiatives across economic development, beautification, infrastructure, public services, and fiscal/human resource investments; and

**WHEREAS**, the Strategic Plan Update envisions a diverse, vibrant, and sustainable community that enhances its lakefront accessibility, supports a thriving business environment, and preserves Mount Dora's historic character, while serving as a unique regional destination for both residents and visitors; and

**WHEREAS**, the Strategic Plan Update establishes clear goals and objectives including:

- Promoting strategic corridors for commercial development and high-wage job creation;
- Enhancing mobility through improved trail networks and pedestrian access;
- Beautifying the city through urban greening and improved public spaces;
- Strengthening and expanding critical infrastructure to support sustainable growth; and
- Investing in high-quality municipal services and human capital to ensure fiscal and operational excellence; and

**WHEREAS**, adoption of the Mount Dora Strategic Plan Update will provide a comprehensive framework for future policy decisions, public investments, and intergovernmental collaboration that is vital to the city's long-term prosperity and quality of life;

**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. Adoption of Strategic Plan Update FY2025 to 2030. The City of Mount Dora hereby adopts the Strategic Plan Update FY2025 to 2030 attached hereto as Exhibit" A."**

**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 Strategic Plan, 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 \_\_\_\_ day of \_\_\_\_\_, 2025.**

---

**James Homich**  
**MAYOR of the City of Mount Dora, Florida**

ATTEST:

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Jeanann Hand, City Clerk

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

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Patrick Brackins, City Attorney

Resolution 2025-09

2 of 3



**EXHIBIT “A”**  
**City of Mount Dora**  
**Strategic Plan Update FY2025 to 2030**

Resolution 2025-09

3 of 3



CITY OF  
MOUNT  
D O R A

## Strategic Plan Update FY2025 to 2030

### Vision

Create a diverse, vibrant, and sustainable community featuring a thriving business community in conjunction with a more accessible and inviting lakefront, while respecting its historic character and small town charm, and serving as a unique regional and local destination for both residents and visitors.

### Mission

Mount Dora provides a full range of high-quality municipal services to all stakeholders in a safe, clean, attractive environment while safeguarding our historical and natural resources and building a strong sense of community.

### Strategic Initiative 1: Promote Economic Development

*Promote Economic Development to position Mount Dora with a diverse, vibrant, sustainable economy.*

**Goal 1:** Promote strategic corridors for development and redevelopment: Golden Triangle District, Grandview Business District, Highland Street District, Downtown/Waterfront District, and the Wolf Branch Innovation District with special focus on high-wage job creation.

Objective 1.1 Create marketing materials promoting development for each district by the end of FY 2024-2025.

Objective 1.2 Each year promote areas for development/redevelopment by engaging with stakeholders, collaborating with Economic Development organizations, and where possible promoting Public-Private Partnerships (PPP).

Objective 1.3 Complete *Revitalization Action Plan* for these districts to focus where feasible industry-specific recruitment.

Objective 1.4 Enhance or streamline business/permitting processes improvements for customer applications, inspections, and pass-through fees.



**Goal 2:** Enhance alternative mobility transportation modes to include trail networks.

Objective 2.1 Promote golf carts, pedestrian, and bike access throughout the city with focus on safety.

- *Donnelly Boardwalk Project to be completed by end of FY2025-2026.*
- *On an annual basis complete sidewalk repair by targeting different areas of the city.*
- *Develop and implement a mobility transportation plan to provide ideas to improve alternative modes and improvements throughout the city.*

Objective 2.2 Research grants to help with trail and bike corridors.

Objective 2.3 Update the *Trails Master Plan* to the today's trail strategy with Lake County ensuring new trailheads and amenities are defined.

Objective 2.4 Updates, when required, to the City Comprehensive Plan and E.A.R.-Based Amendments.

**Goal 3:** Promote tourism.

Objective 3.1 Each year create a campaign with a minimum \$40,000 budget targeting day-trippers to Mount Dora (subject to funding/budget).

Objective 3.2 Develop premier festivals that drive tourism by partnering with event sponsors to deliver cost-effective city services while safeguarding the public.

Objective 3.3 Seek grants or other appropriations for the construction of the 4<sup>th</sup> Avenue docks; and complete the *4th Avenue Docks Feasibility Study* to determine the proper dock design and/or alternatives.

## Strategic Initiative 2: Beautify Mount Dora

*Enhance the aesthetic appeal of Mount Dora through well-maintained landscaping, public art, hardscape design elements, and streetscapes where appropriate.*

**Goal 4:** Promote urban greening throughout the City with special focus on corridors, parks, open spaces, and gateways.

Objective 4.1 Promote an Urban forest in Mount Dora by planting at a minimum of 50 trees per year through end of 2030 using *The Right Tree Right Place* program.

Objective 4.2 Update the Land Development Code to require appropriate tree planting methods within an urban environment by the end of FY2025-2026.

Objective 4.3 Work with outside organizations to gather volunteers to care for newly planted trees, landscape beds, and flowers.

Objective 4.4 Add plantings and irrigation system at the Mount Dora Gateways on and arrange for to maintain and watering of the new planting and ground covering.

**Goal 5:** Implement beautification improvements to parks, and open spaces.

Objective 5.1 Complete landscape improvements to Donnelly Park by the end of FY 2025-2026 providing a “central park” atmosphere with special events space.

Objective 5.2 Provide staff training to improve the standard of care of Mount Dora’s green space.

Objective 5.3 Underground electric lines along Donnelly Street in order to plant trees along the roadway to develop a trees canopy.

Objective 5.4 Perform a streetscape project to match the existing completed streets in the downtown District. The project will be executed in two phases: (1) Engineering and Design, and (2) Construction. The project schedule will be contingent upon the availability of CRA funds.

Objective 5.5 Pursue grants and other funding opportunities to develop the Lake Dora Waterfront Master Plan.

Objective 5.6 Continue improvements, enhancements, and where feasible additional lands to the athletic complex with programs leagues and other amenities.

**Goal 6:** Enhance public green and open spaces.

Objective 6.1 Identify potential location for park space in the Wolf Branch Innovation District (WBID) and the Golden Triangle District as development occurs.

### **Strategic Initiative 3: Strengthen and Expand Mount Dora’s Infrastructure**

*Ensure Mount Dora’s critical infrastructure is properly maintained and expanded as needed.*

**Goal 7:** Develop new infrastructure to support sustainable growth management

Objective 7.1 Expand infrastructure to meet the needs of a growing community.

- *Complete the Wastewater Treatment Plant #2 expansion.*
- *Construct ground storage tank to store additional potable water.*
- *Expand Electric Substation by adding an additional circuit with breaker and underground cable to feed the grove south area the end of FY2025-2026.*

Objective 7.2 Continue to support improvements to various Public Safety infrastructure.

Objective 7.3 Increase the Parking space inventory in the downtown area.



**Goal 8:** Ensure that utility and public works infrastructure is properly maintained to meet established safety and minimum level of maintenance standards.

Objective 8.1 Institute a *Pavement Management Program* including repair, resurfacing, and replacement based on priorities.

Objective 8.2 Repair broken or ADA hazard sidewalks targeting different areas of the city each year.

Objective 8.3 Strengthen in-house skills to perform miscellaneous concrete repair work on such things as curbs and gutters, sidewalks, and storm inlet tops.

Objective 8.4 Ensure the city network is protected by securing digital storage, controlling access, and preventing unauthorized data processing.

- *Upgrade to Microsoft 365 by the end of FY2026-2027.*

Objective 8.5 Implement Water and wastewater maintenance programs to reduce operating cost and ensure good reliable service.

- *Rehabilitation & Upgrade of Wastewater Treatment Plant 1.*
- *Add new pump room and associated electrical controls to allow for taking a pump off line.*
- *Upgrade various mains and lift stations to extend the life of the wastewater system.*

Objective 8.6 Perform NPDES permit required inspections, monitoring, and repairs on schedule of the Storm water System.

**Goal 9:** Maintain Parks equipment, City buildings, and facilities in accordance with established safety and maintenance guidelines.

Objective 9.1 Maintain playground and sports equipment to meet the state requirements through regular inspections, prompt repairs and addressing natural hazards.

Objective 9.2 Ensure a safe, functional, and comfortable environment while extending the life of the building and its systems.

- *Renovation of Fire Station 34 using the remaining bond funds.*

## **Strategic Initiative 4: Provide High-Quality Services**

*Provide high-quality City services that sustain a vibrant, safe, and healthy community.*

**Goal 10:** Ensure safe and reliable electric and water supply and protect the environment and public through proper wastewater and storm water management.

Objective 10.1 Install *Advanced Metering Infrastructure* system to enhance reliability, and provide real-time data to the electric customer by end of FY 2026-2027.

Objective 10.2 Pursue a citywide GIS map and database to enhance reliability and efficiency in various task.

Objective 10.3 Convert at a minimum one radial water line per year to a loop system in order to provide water redundancy and resiliency.

Objective 10.4 Effectively manage stormwater runoff while protecting the environment and minimizing flooding.

**Goal 11:** Ensure an exceptional level of Public Safety services.

Objective 11.1 Provide an environment within the Police and Fire Departments that encourages long careers, retention and advancements. This includes proper training and development.

Objective 11.2 Promote community engagement by offering classes to educate the public in police practices.

Objective 11.3 Promote the safety of the community by ensuring: annual fire inspections, short term rental inspections, and swimming pool safety based on applicable building code for the state of Florida.

Objective 11.4. Review and evaluate the fire protection capabilities opportunities to obtain enhanced Insurance Services Office (ISO) fire rating (Public Protection Classification)

**Goal 12:** Provide high-quality programs to benefit all age groups: Parks and Recreation; the Northeast Resource and Recreation Center; and the Library

Objective 12.1 Develop premier festivals that cultivate community spirit by partnering with event sponsors to deliver cost-effective city services while safeguarding the public.

Objective 12.2 Assess summer, educational, and after-school care programs to make changes as needed ensuring quality, safety, and the need in the community.

Objective 12.3 Ensure program opportunities are provide to all demographics of the community and ensure low cost programs.

Objective 12.4 Strive to achieve the library's mission of "lifelong learning and access to information" with innovative programming.

- *Farmhouse Expansion for community meeting space*
- *Create Nature Lab Learning Space as part of the Children's Library*
- *Forest Preserve Restoration*



## Strategic Initiative 5: Invest in Fiscal and Human Resources

*Building a resilient foundation for enhanced financial performance and organizational excellence.*

### **Goal 13:** Identify and seek alternative funding sources

Objective 13.1 Pursue federal, state and local grants to fund city projects and studies.

Objective 13.2 Use restricted funds to fullest ability.

Objective 13.3 Refine and streamline the donation process for receiving donations.

### **Goal 14:** Retain and attract highly-qualified talent and provide succession planning.

Objective 14.1 Develop and implement a robust recruitment strategy to attract diverse, highly qualified talent for the City workforce.

- *Implement HR technologies (ADP Implementation) to streamline hiring, onboarding, performance reviews, and payroll processes.*

Objective 14.2 Introduce innovative retention strategies to reduce turnover and ensure continuity of critical roles.

- *Regularly assess employee engagement through surveys and feedback mechanisms, and act on results to improve workplace culture.*
- *Continuously review and adjust compensation packages to ensure they remain competitive with the public and private sectors.*
- *Create a clear, transparent structure for promotions and salary increases to enhance job satisfaction.*

Objective 14.3 Create a comprehensive training and professional development program to build skills and foster career advancement within the city workforce.

- *Implement mentorship and leadership development programs to support employees' growth.*
- *Enhance PD personnel development through advanced training programs. The department will implement leadership training for supervisors through partnerships with leading organizations.*
- *Officers will also be encouraged to pursue higher education, with assistance provided for enrollment in college programs and support navigating coursework.<sup>4</sup> Re-assign the employee pay-grade structure as a City Administration function.*
- *Review and update City Employee Policy and Procedure Guide FY24-25.*

Objective 14.4 Establish a strong succession planning framework to identify and prepare high-potential employees for leadership roles, ensuring smooth transitions and minimizing talent gaps.

- *Foster a pipeline of internal talent to meet the future leadership needs of the city.*

**Goal 15:** Provide accounting services supported by advanced IT systems to streamline and enhance financial reporting

Objective 15.1 Establish an updated in-house or cloud-based financial system to streamline city operations, financial management, and reporting.

- *Software (BS&A) upgrade to a cloud system.*

Objective 15.2 Provide efficiencies and additional revenue by improving financial processes.

- *Improve the FEMA reimbursement process.*
- *Improve year-end close out of Purchase Orders.*
- *Update allocations for utility billing.*
- *Review all city master fee schedule, impact fees, as needed.*





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

---

**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Adoption of **Resolution No. 2025-11**, Adding Friday, December 26, 2025 and Friday, January 2, 2026 to the City's Observed Holiday Schedule

---

**Introduction:**

This is a request for City Council to adopt **Resolution No. 2025-11**, City's Observed Holiday Schedule to add December 26, 2025, and January 2, 2026.

**Discussion:**

This is a request for City Council to add Friday, December 26, 2025 and January 2, 2026, to the City's observed holiday schedule and to authorize the closure of City Hall and administrative operations. Given Christmas and New Years fall on Thursday, this leaves a gap in the holiday weekend with Friday (12/26/25 and 1/2/2026) being normal work days. Request to add these two holidays.

*Note: In 2031, 2036, 2042, and 2048 Christmas Day and New Year's Day fall on a Thursday of the week.*

With the addition of Friday, December 26th, 2025 and Friday, January 2, 2026, the City Holiday Schedule for the remainder of 2025 and New Year's Holiday 2026 would be as follows:

|                         |                  |
|-------------------------|------------------|
| Monday, May 26th        | Memorial Day     |
| Thursday, June 19th     | Juneteenth       |
| Friday, July 4th        | Independence Day |
| Monday, September 1st   | Labor Day        |
| Tuesday, November 11th  | Veterans Day     |
| Thursday, November 27th | Thanksgiving     |

|                             |                          |
|-----------------------------|--------------------------|
| Friday, November 28th       | Day After Thanksgiving   |
| Thursday, December 25th     | Christmas Day            |
| Friday, December 26th       | Day After Christmas      |
| Thursday, January 1st, 2026 | New Year's Day           |
| Friday, January 2nd, 2026   | Day After New Year's Day |

**Budget Impact:**

N/A

**Strategic Impact:**

Goal 3, Objective 3.2: Attract and maintain city human resources through competitive compensation and benefits.

**Recommendation:**

City Council approve Resolution No. 2025-11, Adding Friday, December 26, 2025 and Friday January 2, 2026, to the City's Observed Holiday Schedule.

**Attachment(s):**

1. Resolution 2025-11 Dec 26 and Jan 2nd Holidays

Prepared by: Vince Sandersfeld, City Manager  
Reviewed by: Alan Cline, Director of Human Resources  
City Attorney, City Attorney  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 3/12/2025  
Approved - 3/26/2025  
Approved - 3/26/2025  
Final Approval - 3/26/2025



## RESOLUTION NO. 2025-11

**A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO DECEMBER 26, 2025 AND JANUARY 2, 2026 AS OFFICIAL PAID HOLIDAYS; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF DECEMBER 26, 2025 AND JANUARY 2, 2026 AS OFFICIAL PAID HOLIDAYS; PROVIDING FOR THE IMPLEMENTATION OF ADMINISTRATIVE ACTIONS; PROVIDING AS SAVINGS CLAUSE; PROVIDING FOR SCRIVENER'S ERRORS, PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Mount Dora has a policy related to the official paid holidays that are recognized each year for all eligible full-time employees; and

**WHEREAS**, the City recognizes Christmas Day and New Year Day as two of its official paid holidays, the observance of which will occur on Thursday, December 25, 2025 and Thursday January 1, 2026; and they are traditional times to spend with family and reflect on the past year; and

**WHEREAS**, the City of Mount Dora has determined that Friday, December 26, 2025 and January 2, 2026, should be included as official paid holidays, so employees and members of the public may extend the holiday weekend.

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

**SECTION 1. Legislative Findings and Intent.** The City Council of the City of Mount Dora has complied with all requirements and procedures of Florida Law in processing this Resolution.

**SECTION 2. Approval of December 26, 2025 and January 2, 2026 as an Official Paid Holidays.** Friday, December 26, 2025 and January 2, 2026, are hereby approved as a City of Mount Dora official paid holiday to be included in the City's official holiday schedule for 2025 and 2026. The City Manager is hereby authorized to close City facilities in observance of the holiday.

**SECTION 3. Implementation of Administrative Actions.** The City Manager is hereby authorized and directed to take such actions 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 December 26, 2025 and January 2, 2026, as official paid holidays, 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.

**PASSED AND ADOPTED by the City of Mount Dora, Florida this 1<sup>st</sup> day of April, 2025.**

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**JAMES HOMICH**

**MAYOR of the City of Mount Dora, Florida**

ATTEST:

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Jeanann Hand  
City Clerk

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

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Patrick Brackins  
City Attorney





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

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**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Request Approval of **Resolution No. 2025-12**, Donating Fire Department Surplus

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**Introduction:**

This is a request for City Council to approve Resolution 2025-12, Donation of Surplus Fire Department Assets.

**Discussion:**

This is a Resolution to give the Fire Department permission to donate Personal Protective Equipment, Self-Contained Breathing Apparatus and bottles, and Fire Hose Appliances to Lake Technical College Fire Program. All of the items are deemed non-serviceable to the Mount Dora Fire Department, but can be used in a training environment for students of the Fire Program. This is equipment that is no longer serviceable to the Fire Department and has no commercial value associated with the items.

**Budget Impact:**

There is no Budget impact.

**Strategic Impact:**

Public Safety - Fire

**Recommendation:**

City Council approve Resolution 2025-12 Donation of Surplus Fire Department Assets..

**Attachment(s):**

1. Reso No. 2025-12 Donating Fire Department Surplus

Prepared by: Jeanann Hand, City Clerk

|              |                                 |                            |
|--------------|---------------------------------|----------------------------|
| Reviewed by: | Joseph Hightower, Fire Chief    | Approved - 3/12/2025       |
|              | Matthew Dodson, Budget Officer  | Approved - 3/12/2025       |
|              | Rita Meade, Finance Director    | Approved - 3/12/2025       |
|              | City Attorney, City Attorney    | Approved - 3/26/2025       |
|              | Jeanann Hand, City Clerk        | Approved - 3/26/2025       |
|              | Vince Sandersfeld, City Manager | Final Approval - 3/26/2025 |



## RESOLUTION NO. 2025-12

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT DORA, FLORIDA APPROVING THE DISPOSAL OF SURPLUS ASSETS WITH NO COMMERCIAL VALUE VIA DONATION; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR AUTHORITY TO THE CITY MANAGER FOR IMPLEMENTING ADMINISTRATIVE ACTIONS; PROVIDING FOR AUTHORITY TO THE MAYOR TO EXECUTE; PROVIDING FOR A SAVINGS PROVISION; AND PROVIDING FOR SCRIVENER'S ERRORS, CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.**

**WHEREAS**, the City's Fire Department maintains assets including various types of items and equipment; and

**WHEREAS**, the City has determined that certain items and equipment previously used by the City's Fire Department are no longer needed for City purposes, that there is no commercial value associated with these items, and that it is necessary to dispose of same as they have exceeded their useful life; and

**WHEREAS**, the City has replaced the necessary assets to meet the Fire Department's daily operational needs; and

**WHEREAS**, per the City's Code, surplus property with no commercial value may be donated; and

**WHEREAS**, the City has determined that it is in the best interest of the citizens of the City of Mount Dora to donate the surplus property identified herein to Lake Technical College.

**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. Declaration of Assets as Surplus and Authorization for Donation.**

A. The assets set forth in **Exhibit "A"** have no commercial value and are hereby declared as surplus property which is no longer needed for City purposes.

B. The City Manager is hereby authorized to arrange for donation of same to Lake Technical College and to execute and attest any and all documents necessary to effectuate the disposal of such surplus property on behalf of the City.

**SECTION 3. Implementing Administrative Actions.** The City Manager is hereby authorized and directed to take such actions 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 surplus property declaration and direction as set forth herein, 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 1st day of April, 2025.**

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**JAMES HOMICH**  
**MAYOR of the City of Mount Dora, Florida**

ATTEST:

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Jeanann Hand, City Clerk

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

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Patrick Brackins, City Attorney



## **EXHIBIT “A”**

- 1. (17)- Scott 4.5 30 minute Self Contained Breathing Apparatus (SCBA) Packs**
- 2. (32) – Scott 45 minute Bottles**
- 3. (20)- AV 3000 SCBA Masks**
- 4. (14) – Firefighting Personal Protective Equipment Coats**
- 5. (15) – Firefighting Personal Protective Equipment Pants**
- 6. (3) – Hose Clamps**
- 7. (3) – Pike Poles**
- 8. (1) – Water Valve Key**
- 9. (2) – Blitz Nozzles**
- 10. (5) – Axes**
- 11. (1) – Manifold/Water Thief**
- 12. (1) – Revolution Piston Intake**
- 13. Assorted gate valves, elbows, connections, and nozzle Tips**



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352-735-7126

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**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Odor Issues

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**Introduction:**

Project: Odor issues and status of City's Wastewater Plant #2

**Discussion:**

City utility staff to provide updates.

Wastewater Treatment Plant #2 (Located on US Highway 441). City's Web Page Link:

<https://ci.mount-dora.fl.us/1459/Wastewater-Treatment-Plant-2>

**Budget Impact:**

City's Utilities Department has budget items for on-going maintenance items.

**Strategic Impact:**

GOAL 2: Infrastructure / Public Safety

**Recommendation:**

Informational Item.

**Attachment(s):**

Prepared by: Vince Sandersfeld, City Manager  
Reviewed by: Andrew Marsian, Director of Utilities and Plant Operations  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 2/28/2025  
Approved - 3/14/2025  
Final Approval - 3/14/2025





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

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**DATE:** April 1, 2025

**TO:** Honorable Mayor and City Council Members

**FROM:** Vince Sandersfeld, City Manager

**SUBJECT:** Parking Downtown Improvements

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**Introduction:**

This is an opportunity for City staff to provide updates on various downtown parking items.

**Discussion:**

As directed by City Council Workshop held on January 13, 2025, several parking items were discussed and appear to have merits to proceed with implementation.

- MSL Gravel Lot permitted for MSL employee parking, pending land development code change
- Paid parking in downtown core / Parking App
- MSL/Former Bank Parking Lot Shared Parking Agreement improved for Golf Cart/Motorcycle Parking
- Baker Street converted to one-way with diagonal parking
- Alexander Street converted to one-way with diagonal parking
- Methodist Church Public Parking Lot dedicated shuttle
- Expand Freebee Coverage beyond CRA
- Review lighting walkway along 5th Avenue to/from Methodist Church parking area
- Review parking wayfinding signage
- Other Item: Review downtown parking 4-hour time-limits; and enforcement

**Budget Impact:**

Depending upon the parking improvement, cost and funding to be identified as projects are presented in the near future. The CRA has allocated funds for parking improvements.

**Strategic Impact:**

Objective 1.2. Enhance mobility and connectivity

Objective 2.1. Improve parking capacity/Identify final location

Objective 2.2. Enhance pedestrian safety-crosswalk & traffic calming solutions

**Recommendation:**

Informational item.

**Attachment(s):**

Prepared by: Vince Sandersfeld, City Manager  
Reviewed by: Adam Sumner, CRA Administrator  
Jeanann Hand, City Clerk  
Vince Sandersfeld, City Manager

Approved - 2/28/2025  
Approved - 3/14/2025  
Final Approval - 3/14/2025