

# Mount Dora Community Redevelopment Agency

## 2011 Annual Report



CITY OF  
MOUNT  
DORA



*Photo courtesy of Janis L. Murphy*

**March 2012**



# CONTENTS

<b>About the Mount Dora CRA.....</b>	<b>4</b>
<b>History</b>	
<b>Organization</b>	
<b>CRA Board</b>	
<b>CRA Advisory Committee</b>	
<b>Meetings</b>	
<b>Funding</b>	
<b>Contact Information</b>	
<b>CRA Staff</b>	
<b>Map of the Mount Dora CRA .....</b>	<b>7</b>
<b>Description of the Mount Dora CRA .....</b>	<b>8</b>
<b>Downtown Area</b>	
<b>Donnelly Street Corridor</b>	
<b>Fifth Avenue Corridor</b>	
<b>Highland Street Business Area</b>	
<b>Lakefront Area</b>	
<b>Robie and Camp Avenues Industrial Area</b>	
<b>FY 2011 Financial Report.....</b>	<b>10</b>
<b>FY 2011 Project/Program Activity.....</b>	<b>12</b>
<b>Community Building</b>	
<b>Highland Street Streetscape – Phase 1</b>	
<b>Highland Street – Welcome Signage</b>	
<b>Donnelly Street Sidewalk &amp; Streetscape Improvements</b>	
<b>Downtown Streetscape</b>	
<b>Historic Tours Brochure</b>	
<b>Development Incentives</b>	
<b>Brownfields Grant</b>	

# ABOUT THE MOUNT DORA CRA

## What is a Community Redevelopment Agency (CRA)?

In 1969, Florida enacted legislation that enabled local governments to create community redevelopment districts and community redevelopment agencies to work in those districts. Approximately 202 CRAs operate in Florida at this time. CRAs are charged with undertaking redevelopment functions in the specified community redevelopment district. In Mount Dora, the CRA has fulfilled this function by making improvements to public grounds and infrastructure such as parking, road rights-of-way, and parks and providing incentives for owners to make improvements to their buildings. These improvements are intended to encourage investment into private properties in the area and to increase business activity.

## History of the Mount Dora CRA

In 1986, business and civic leaders in Mount Dora decided a need existed to improve business conditions in the downtown and other older commercial areas of the City. After exploring various alternatives, this group of citizens decided the creation of a CRA would provide the means to improve these business districts. They felt through the CRA, revenue would become available to make public improvements, and these public improvements would serve as a catalyst to encourage property and business owners to make improvements to their properties. The Mount Dora CRA is a public agency created by the City Council in May 1987 in accordance with the provisions of the Florida Statutes. The CRA is set up as a sub-unit of and operates within the Mount Dora City government.

## Organization of the Mount Dora CRA

The CRA is made up of a Board, an Advisory Committee and City staff. The staff of the Planning and Development Department works with the CRA Board and Advisory Committee to carry out the Agency's responsibilities and activities. The Board, comprised of the seven members of City Council, is the decision making body. Their duties include approving the annual budget and awarding contracts for engineering services and construction projects. The Advisory Committee is a seven member volunteer committee comprised of City residents and business owners appointed by the City Council. The Advisory Committee works with the staff to make recommendations to the Board on projects and programs to be included in the annual work plan, budget and project design.

## CRA Board

Chair:	Robert Thielhelm, Sr.
Vice Chair:	Vasco Watters
Members:	Michael Tedder Bob Maraio James Yatsuk Dennis Wood Ryan Donovan
City Manager:	Michael Quinn
Attorney:	Clifford B. Shepard, Smith and Cassady, P.A.

*Note: The Mount Dora City Council sits as the CRA Board of Commission.*

# ABOUT THE MOUNT DORA CRA

## CRA Advisory Committee

Chair:	David Berndt
Vice Chair:	Marie Kiser
Members:	Ginger (Bootie) Pearson Gordon Johnston Marion Strahle Leigh Love David Stanley

## Meetings

Regular meetings of the Advisory Committee are held the first Wednesday of every month, beginning at 5:30 p.m. in the City Hall Board Room, located on the first floor of City Hall, 510 N. Baker Street. The CRA Board meets as needed, on evenings of City Council meetings. These meetings occur on first and third Tuesdays at 7 p.m. in the City Hall Board Room, located on the first floor of City Hall, 510 N. Baker Street.

## Funding

Like most CRAs, the Mount Dora CRA is funded through Tax Increment Financing (TIF). Tax Increment funds are derived from ad valorem property taxes. The CRA is not a taxing authority nor does it set millage rates or assess property. Tax increment funds come through existing taxing entities including the City of Mount Dora and Lake County but not including the school district or the water management district. The method of determining the amount of funding the CRA receives each fiscal year (Oct. 1 – Sept. 30) is described below.

When the CRA was created in 1987, the assessed value of the area was set as the base year tax base. Thereafter, taxes from additional increases in property values are dedicated to the redevelopment agency. In each subsequent year, the Lake County Property Appraiser determines the assessed value of the area. The difference between the assessed value of the base year and the current year is calculated, and this is referred to as the “increment.” The increment is multiplied by the millage rate of each contributing taxing entity. The taxing entity remits 95% of that amount of money to the CRA Trust Fund.

## Contact Information

510 N. Baker St.  
Mount Dora, FL 32757  
Tel: 352-735-7113  
Fax: 352-735-7191  
Web: [www.cityofmounddora.com](http://www.cityofmounddora.com)

## CRA Staff

Gus Gianikas, Assistant Director of Planning and Development and CRA Director  
Tel: 352-735-7113, ext. 1705 • E-mail: [GianikasG@cityofmounddora.com](mailto:GianikasG@cityofmounddora.com)

Jenna Theierl, Administrative Supervisor  
Tel: 352-735-7113, ext. 1702 • E-mail: [TheierlJ@cityofmounddora.com](mailto:TheierlJ@cityofmounddora.com)

*Alight with pride...*

*Mount Dora's Grantham Point in the CRA is home to Florida's furthest inland freshwater lighthouse, located on Lake Dora, part of the Chain of Lakes.*

*Welcome!*

*Mount Dora's signage proudly welcomes visitors at the southern City limit on Highland*

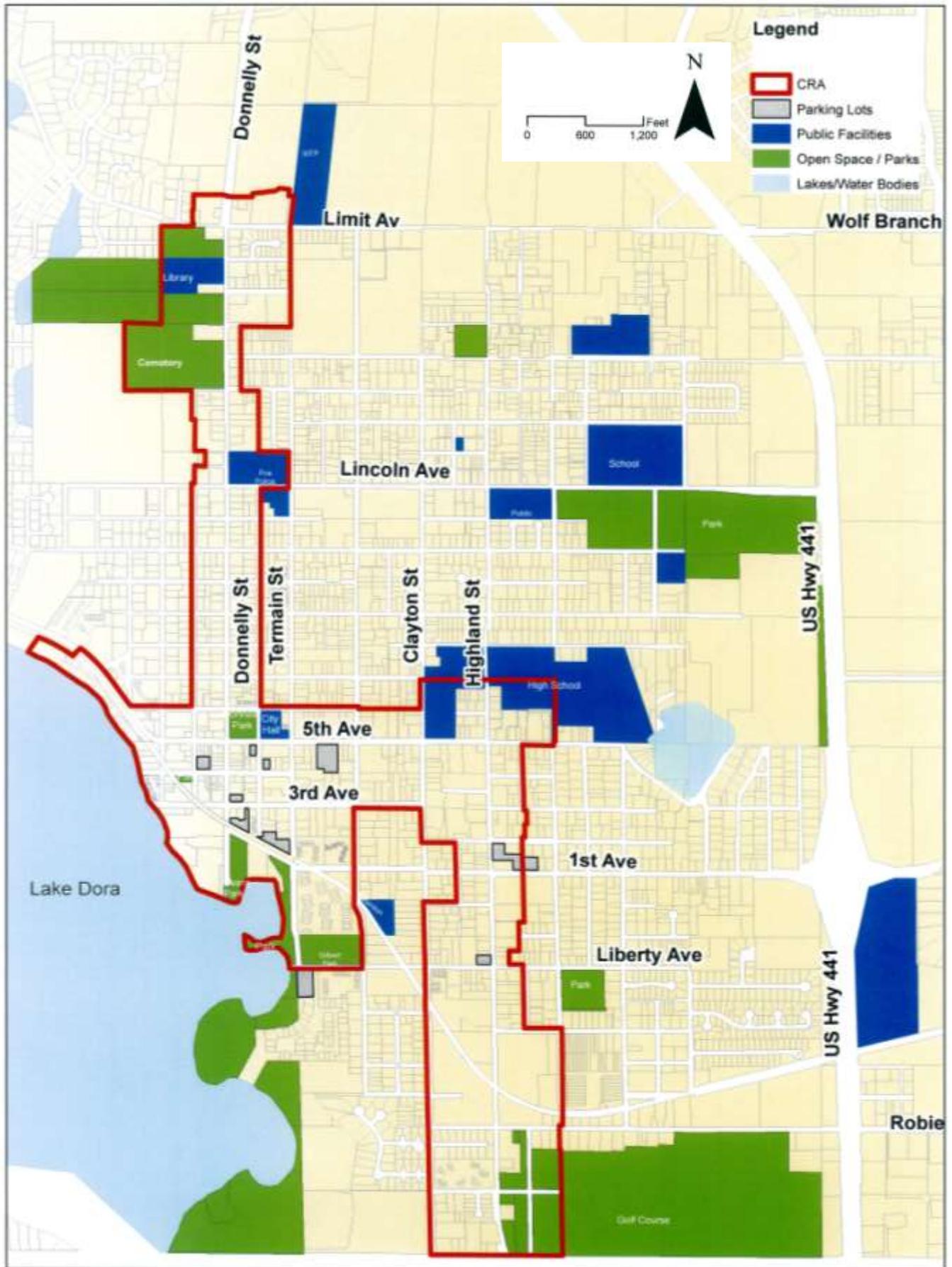
*Go uptown...*

*The Mount Dora CRA's uptown district features several specialty businesses along Highland Street.*

*An economic engine...*

*With more than 250 businesses, numerous special events, and an active entertainment scene, Mount Dora's CRA district remains a vibrant location with shopping, entertainment, and dining choices and serves as an economic driver for the City.*

# MAP OF THE MOUNT DORA CRA



Created by: Planning and Development Department  
Date: 3/6/2012

Path: U:\Planning and Development\Master Documents\MAPS\CRA\CRA Figure 1.mxd

## DESCRIPTION OF THE MOUNT DORA CRA



***Downtown Area:*** This area is generally described as being south of Sixth Avenue, west of Tremain Street, and north of the railroad track. The center of the area is the historic retail center of the City. There are more than 165 business spaces in this 12-block area. Most of the parking areas are found at the southern and eastern edges of the retail center. Public areas such as City Hall, the Community Building, and Donnelly Park are along the north side of the area.



***Donnelly Street Corridor:*** This corridor extends north of downtown to Limit Avenue and includes one block on either side of Donnelly Street. Alexander and Baker Streets serve as the boundaries. The corridor is primarily used for commercial, north to 10th Avenue, and a mix of office and residential to Limit Avenue.



***Fifth Avenue Corridor:*** This corridor connects the downtown area to Highland Street. The majority of properties along this portion of Fifth Avenue are used for professional offices.



***Highland Street Business Area:*** This area extends from Fifth Avenue south to the railroad overpass at Camp Avenue.

## DESCRIPTION OF THE MOUNT DORA CRA



***Lakefront Area:*** This area is located south of the railroad track. The area contains a number of parks and public areas such as Evans and Gilbert Park. This area also contains the largest piece of undeveloped land in the historic portion of the City, a four (4) acre property located along Edgerton Court south of the Lakeside Inn.



***Robie and Camp Avenues Workplace Area:*** A portion of the City's only industrial area is located within the CRA district. The *Old Mount Dora Growers* property is located on the west side of Highland Street. The land within this remains undeveloped.



# FY 2010-2011 FINANCIAL REPORT

**CITY OF MOUNT DORA, FLORIDA**  
**SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**BUDGET AND ACTUAL**  
**MAJOR FUND - COMMUNITY REDEVELOPMENT AGENCY**  
**(INCREMENTAL TAX DISTRICT)**  
**FOR THE YEAR ENDED SEPTEMBER 30, 2011**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<b>Variance With Final Budget Positive (Negative)</b>
<b>Revenues</b>				
Taxes	\$ 412,850	\$ 412,850	\$ 411,726	\$ (1,124)
Intergovernmental	438,850	438,850	438,692	(158)
Miscellaneous	6,250	6,250	24,913	18,663
<b>Total Revenues</b>	<u>857,950</u>	<u>857,950</u>	<u>875,331</u>	<u>(17,381)</u>
<b>Expenditures</b>				
General Government:				
Personal Services	189,550	189,550	195,959	(6,409)
Operating Expenses	151,300	152,300	176,413	(24,113)
Grants and Aid	65,000	64,000	59,941	4,059
Total General Government	<u>(405,850)</u>	<u>(405,850)</u>	<u></u>	<u>(26,463)</u>
Transportation:				
Capital Outlay	550,000	571,003	366,587	204,416
Total Transportation	(550,000)	(571,003)	(366,587)	204,416
Culture and Recreation:				
Capital Outlay	200,000	598,239	154,846	443,393
<b>Total Expenditures</b>	<u>(1,155,850)</u>	<u>(1,575,092)</u>	<u>(953,746)</u>	<u>621,346</u>
<b>Net Change in Fund Balance</b>	(297,900)	(717,142)		638,727
<b>Fund Balance, Beginning of Year (*)</b>	<u>297,000</u>	<u>717,142</u>	<u>590,827</u>	
<b>Fund Balance, End of Year</b>	<u>\$ ---</u>	<u>\$ ---</u>	<u>\$ 512,412</u>	<u>\$ 512,412</u>

\* The funds left in the Redevelopment trust Fund at the end of each fiscal year are appropriated to projects contained in the Redevelopment Plan that will be completed within three years.

# FY 2010-2011 FINANCIAL REPORT

## CITY OF MOUNT DORA, FLORIDA

### BALANCE SHEET

SEPTEMBER 30, 2011

#### Assets

Cash and Investments	\$ 518,549
Receivables (Net)	--
Due From Other Funds	--
Due From Other Governments	--
Accrued Interest Receivable	\$ 4,427
Employee Advances	--
Inventory and Prepaids	--

**Total Assets** \$ 22,976

#### Liabilities

Accounts Payable	\$ 7,798
Accrued Liabilities	\$ 2,766
Due To Other Funds	--
Unearned Revenue And Deposits	--

**Total Liabilities** \$ 10,564

#### Fund Balance

Nonspendable	
Inventory And Prepaid	--
Restricted For:	
Capital Improvements	\$ 512,412
Debt Service	--
Building Inspections	--
Law Enforcement	--
Assigned For:	
Capital Improvements	--
Debt Service	--
Unassigned:	
General Fund	--

**Total Fund Balance** \$ 512,412

**Total Liabilities And Fund Balance** \$ 522,976

# FY 2011 PROJECT/PROGRAM ACTIVITY

## Community Building

Construction Date: June 2009 – November 2010  
Construction Cost: \$2,863,660

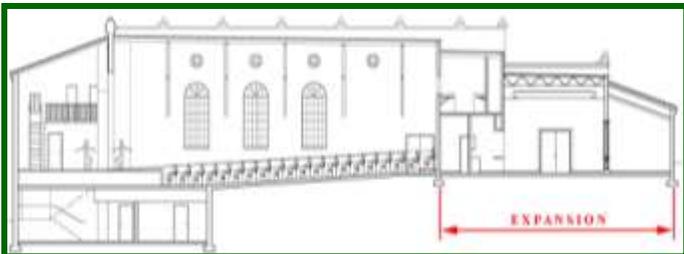
In 1929, the City of Mount Dora completed construction on a community building that would serve as a civic and cultural facility for the entire community. The structure, which plays host to community organizations, plays, concerts, city events and school events, has been an important publicly owned facility since its completion. As part of its efforts to preserve history, provide an attraction (venue) to bring more visitors and continue to revitalize the historic downtown area, the CRA expanded and renovated the building.



**Former President Calvin Coolidge at the Community Building dedication ceremony in 1929.**

The goal of the Community Building capital improvement project was to make it a more usable community building for residents and local organizations and to increase the number and type of performances and events in the facility. While maintaining its historic and architectural appeal, the renovations included improving the comfort and accessibility of the seating area; expanding the restrooms to meet Building Code; upgrades to the sound, lighting, acoustics, HVAC and electrical systems; ADA compliant accessibility throughout the building to meet the Florida Accessibility Code; fire suppression system to meet Building Code; expanding the lobby/community meeting room by 3,000 feet to include a concession area and art exhibit space; improve the energy efficiency; enhance the stage area; the installation of more architecturally appropriate entrances and doorways; and more usable basement.

The building reopened in November of 2010. The functional and aesthetic upgrades to the facility has made the community building a desirable venue for performances, events, and other community uses. The renovation and expansion of the building has also contributed to the increase in economic development in the CRA as a cultural tourism attraction and enhances the quality of life for residents by providing public space for cultural, leisure, and recreational activities.



**Top Left: A sketch of the exterior identifies the major area of expansion at the east end of the structure.**

**Bottom Left: A floor plan layout of the renovation.**

**Top Right: Interior view of the stage extension, new seating and control booth.**



# FY 2011 PROJECT/PROGRAM ACTIVITY

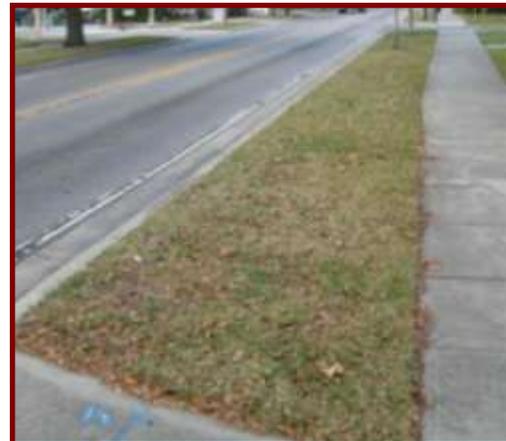
## Highland Street - Phase I

Construction Dec 2010 – June 2011  
Construction Cost \$358,344 Mount Dora CRA  
\$486,079 Lake County



This project included two components: (1) First Avenue intersection improvements; and, (2) Right-of-way enhancements. The First Avenue intersection improvements at First Avenue were funded by Lake County through the Transportation Impact Fee program. The work included a left-turn lane from SB Highland St. onto EB First Ave. and a wider right-turn lane to NB Highland St. The Mount Dora CRA funded the right-of-way enhancements. Enhancements included installation of paver crosswalks at some intersections, replacing the Holly trees with Crepe Myrtle standards (single-trunk trees), installing pavers in the green space and jasmine ground cover around the oak trees.

**BEFORE**



**AFTER**



# FY 2011 PROJECT/PROGRAM ACTIVITY

## Downtown Streetscape

Conceptual design work was completed during FY 2011.

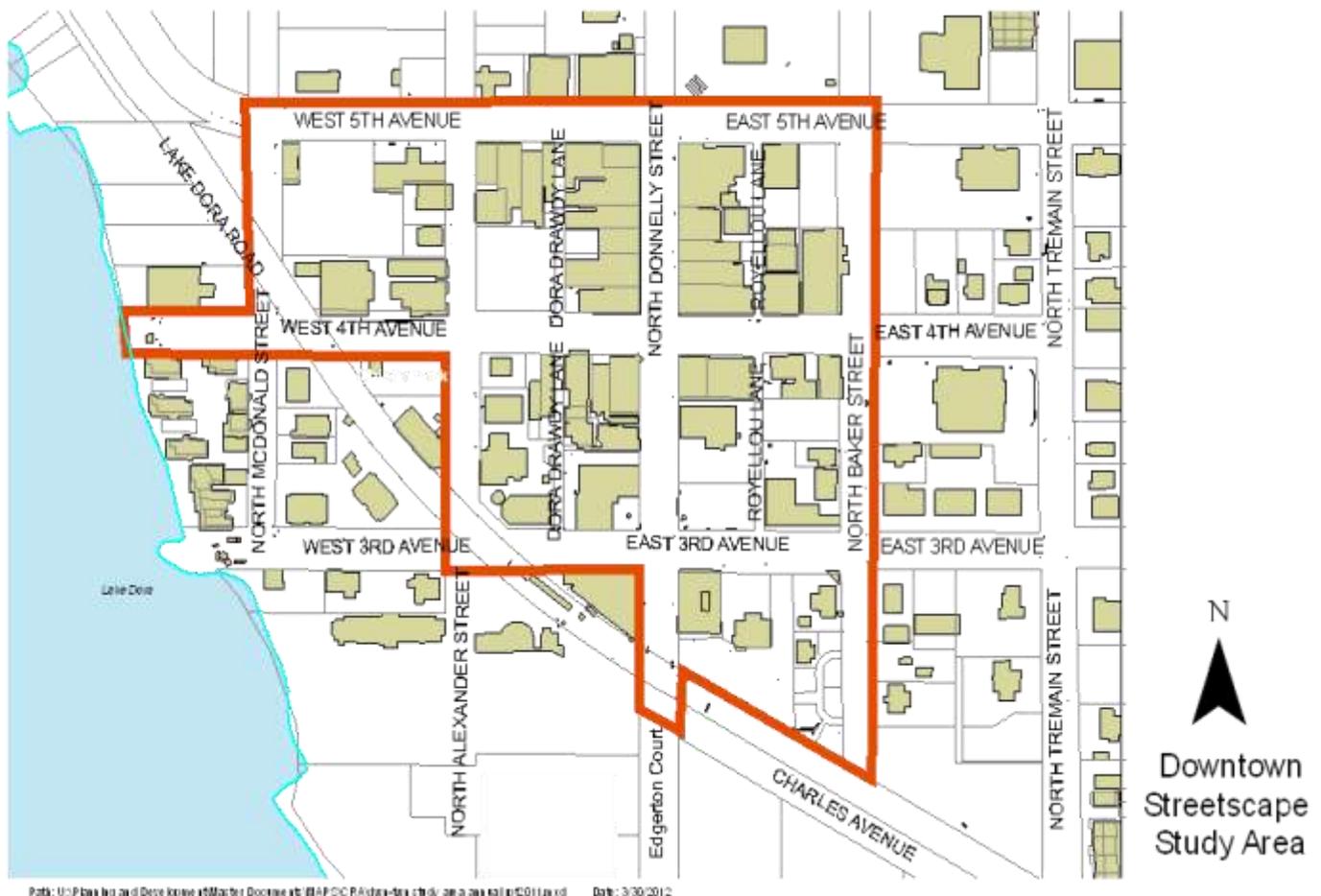
Project Area - The Downtown Streetscape Study Area map below shows the area and streets involved in the project. The area covers the downtown commercial core and contains approximately 12,000 linear feet of streetscape area. Additionally, the project includes the redesign of Childs Park.

In 2011, the City Council approved the design theme for the downtown streetscape. The primary issue was whether to replace the green areas (turf and landscaping) with pavers and or other hard surfaces. The decision was made to keep the green areas while knowing there would be some minor changes. Another issue was the design constraints caused by some trees. It was decided that trees should remain as much as possible; however, there are some problem trees that will have to be evaluated as the design progresses. Pedestrian access, ADA issues and stormwater drainage will also be major factors in the design.

### Project Schedule, Estimated Costs & Funding Sources

Preliminary engineering design will be completed by December 2012. Estimated design cost is \$70,000.

After the preliminary engineering master plan is approved, preliminary cost estimates will be prepared for each block. A multi-year construction program will then be developed based on the master plan and cost estimates. Construction will be done from July through September. Since construction time is limited to 3 months per year, it will likely take 4 to 5 years to complete entire area. The first priority area can be constructed in 2013.



Path: U:\P\bas\leg\ad\Deve\kprave\stMaster\Docname\st\BAP\DC\RA\data-area\study\on a\bas\map\2011\11.rxd Date: 3/30/2012

# FY 2011 PROJECT/PROGRAM ACTIVITY

## Donnelly Street 5th to 4th Avenue - Sidewalk & Streetscape Improvement

Preparation of construction drawings were started on this project in FY 2011. The estimated cost for the drawings is \$73,000 which will be shared by the CRA and Public Works.

### Project Elements

- Replace sidewalk and curb
- Remove Planter Boxes
- Install in-ground electrical service boxes; additional Antique Street Lamps ; additional palm trees
- Install ADA compliant ramps at corners - bulb-outs may be required to meet slope requirements.
- Milling and resurfacing pavement – necessary to create proper drainage.
- Install Paver Crosswalks
- Utility Work - Improvements to stormwater, sanitary sewer, and potable water systems.

### Project Schedule, Estimated Costs & Funding Sources

Design and construction drawings will be complete by May 2012. Construction will start when FDOT grant is awarded. Construction will take 3 months to complete. To lessen impact on businesses, construction will be done July through September. The earliest the project would start is July 2013 but it will more likely be in a later year.

The estimated cost for the streetscape is \$390,000 which will be funded with the FDOT Enhancement Grant. Improvements to the utilities is estimated at \$125,000, funded by Public Works.



### Conceptual Designs

Conceptual design replaces the existing grass with low maintenance ground cover, creating more green space.

Conceptual design includes ADA required slopes and provides pedestrian staging areas for safer pedestrian movement.



# FY 2011 PROJECT/PROGRAM ACTIVITY

## Development Incentives

The Development Fee Reimbursement Program reimbursed applicants for City permit fees associated with a construction project up to \$2,500.

The Facade Grant Program provided matching funding up to \$2,500 to improve the appearance of storefronts of commercial property. These improvements include restoration or rehabilitation; repair, replacement or installation of new windows, exterior doors, awnings, exterior lighting, and landscaping.

The Mount Dora CRA provided a total of \$19,718 in grants to 13 local business owners and tenants under the above two programs. This investment yielded over \$40,000 in property improvements.



## Brownfields



Department of Environmental Protection  
Brownfields Redevelopment Program

### Florida Brownfields Area

The Mount Dora CRA District was designated a Florida Brownfield Areas for the purpose of Economic Development and Environmental Remediation and Rehabilitation.

Some of the financial incentives projects in a designated Brownfield area that may be eligible include:

- loan guarantees
- Sales tax credits on building materials
- Bonus refund of up to \$2,500 per job created.

To qualify for the job bonus refund, the project must create at least 10 permanent Florida full-time jobs with benefits, excluding construction and site remediation jobs.



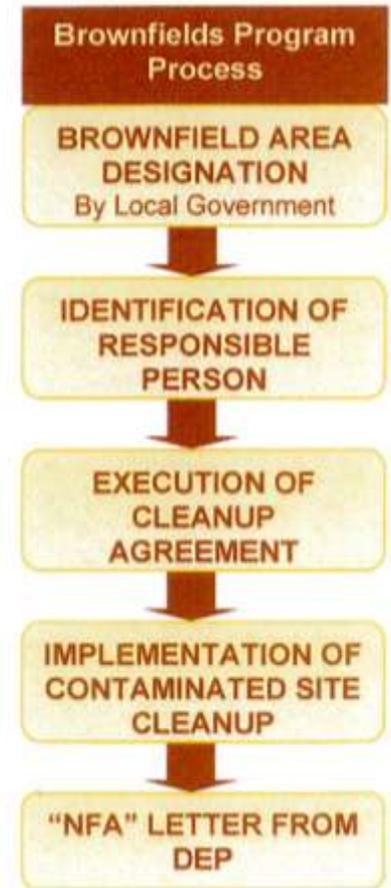
### EPA Brownfields Grant

The CRA and the City of Mount Dora also applied for the US EPA Brownfields Grant. If awarded, the EPA Brownsfields Assessment Grant will provide funding to the City to inventory, characterize, assess, and conduct planning and community involvement related to brownfield sites. The assessment must be completed within two years. After the completion of the Assessment, other US EPA grants can be obtained.

Brownfields Revolving Loan Fund (RLF) Grant provides funding for a grant recipient to capitalize a revolving fund and to make loans and provide subgrants to carry out cleanup activities at brownfield sites.

Brownfields Cleanup Grants provide funding to carry out cleanup activities at a specific brownfield site owned by the applicant.

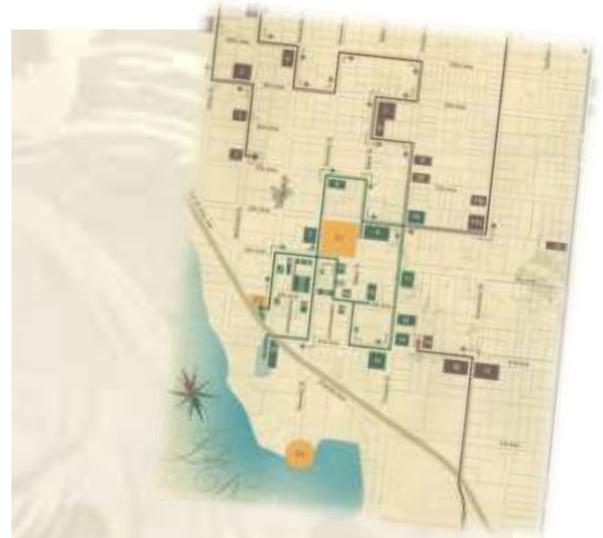
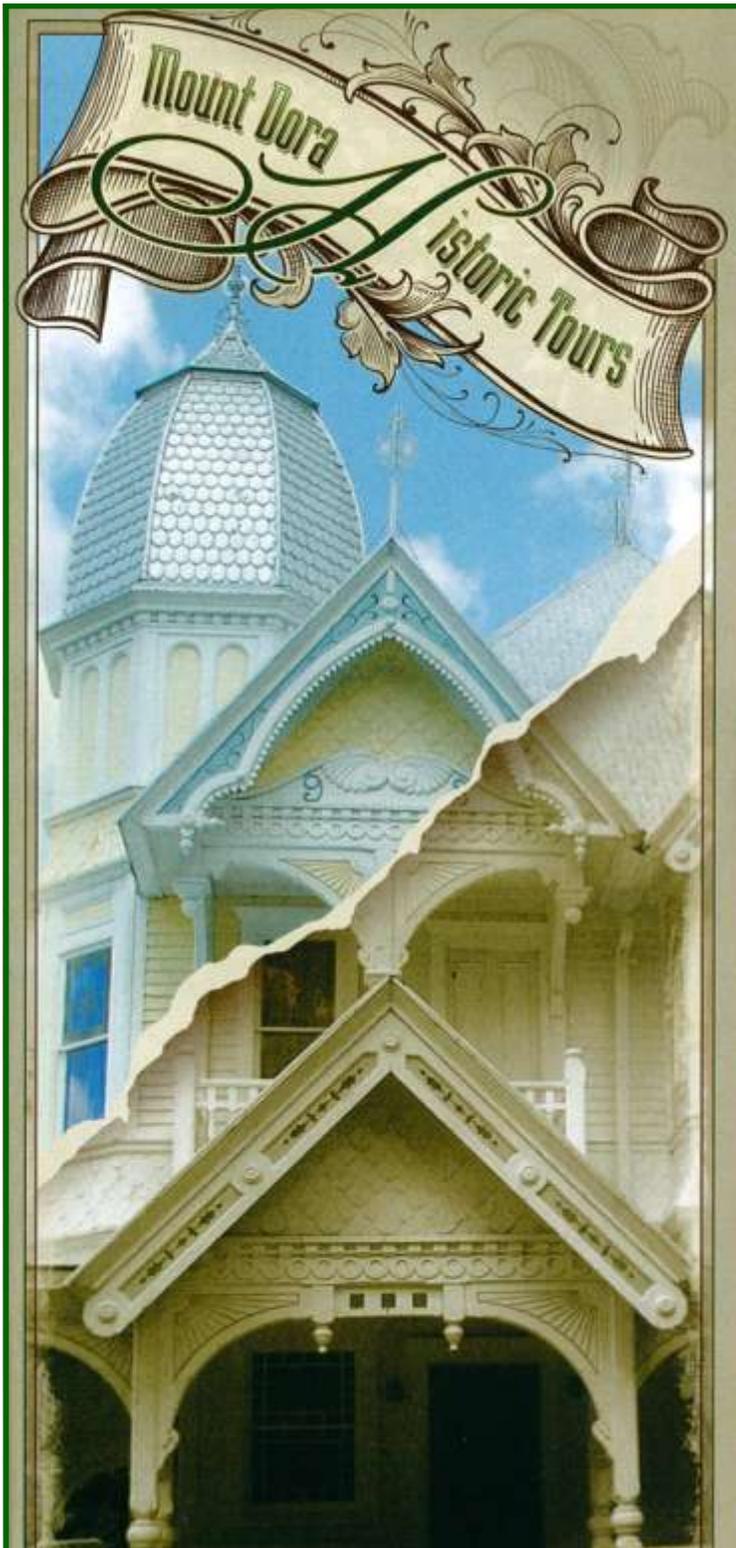
Environmental Workforce Development and Job Training Grant provides environmental training for residents of brownfield communities.



# FY 2011 PROJECT/PROGRAM ACTIVITY

## Historic Tours Brochure

The Mount Dora Historic Tours brochure provides a walking and driving tour of Mount Dora's historic neighborhoods and spotlights the town's treasured structures. From the modest Vernacular dwelling to hotels and downtown commercial, the buildings of Mount Dora provide a tangible record of the history and development of the community. Originally published in 2009, the CRA reprinted the brochure in 2011 due to the overwhelming demand.



**S-House-Wilcox House - 1917**  
1027 McDonald St  
This home exemplifies the economic and social trends of the community in history and is architecturally significant. The house is a fine example of the style.



**J. Marshall Wilcox House - 1917**  
321 W. Birch Ave  
Occupying half a City block this Craftsmen Bungalow typifies pattern-book architecture and exhibits virtually no alterations. The pond where alligators once basked is still in place, as are the



**J.H. Crane House - 1906**  
118 McDonald St  
Built by C. Thorne as a summer home and sold to the Crane family in 1910. The home has a veranda that runs around three sides and opens into several rooms for shade and ventilation. J.H. Crane served Mount Dora as a constable, mayor, clerk and



**Fish-Parker House - 1939**  
1005 Helen St  
This home is Mount Dora's most superb example of a Tudor period Revival home. It has a matching garage, and has beautifully kept landscaping.





CITY OF  
MOUNT  
D O R A

COMMUNITY REDEVELOPMENT AGENCY