MOUNT DORA CITY COUNCIL
April 17, 2018, 3:00 PM
City Hall Board Room, 510 N. Baker Street

WORK SESSION AGENDA

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

1. GSG Fire Assessment Fee

2. Waste Management Presentation

3. Civic Clerk and FOIA Presentations

4. Future Merchant Meeting and Downtown Restrictions on Delivery Trucks

FUTURE MEETING DATES

- Tuesday, May 1, 2018, 6:00 p.m., Regular Session
- Tuesday, May 15, 2018, 3:00 p.m., Work Session
- Tuesday, June 5, 2018, 6:00 PM, Regular Session
- Tuesday, June 19, 2018, 3:00 PM, Work Session
- Tuesday, June 19, 2018, 6:00 p.m., Work Session

ADJOURNMENT

PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE AT THIS MEETING WITH RESPECT TO ANY MATTER CONSIDERED AT ANY MEETING OR HEARING, SUCH PERSON MAY NEED A RECORD OF THESE PROCEEDINGS. FOR SUCH PURPOSE, A PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. VERBATIM RECORD WILL NOT BE PROVIDED BY THE CITY OF MOUNT DORA.

NOTICE: IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT OF 1990, PERSONS NEEDING A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT GWEN JOHNS, 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.
DATE: Tuesday, April 17, 2018
TO: Honorable Mayor and City Council Members
FROM: Robin R. Hayes, City Manager
SUBJECT: GSG Fire Assessment Fee

Introduction:
Mount Dora has contracted with Government Services Group (GSG) to present the information used in calculating a fire assessment fee for the City of Mount Dora residents.

Discussion:
A fire assessment fee is a method for the City to diversify the funding of the Fire Department. In the past, Council has limited the use of a fire assessment fee to only capital items while funding the rest of the Fire Department budget from the general fund. However Council chooses to use a fire assessment fee it must be within the legal limits for fire assessment fees as outlined by statute.

GSG will present to Council the statutory limitations, revenue available from a fire assessment, and how it is calculated.

Budget Impact:
There is no budgetary impact in considering the Fire Assessment Fee.

The current Fire Assessment Fee will sunset in 2018, it allowed for Capital outlay to be addressed. The Fire Assessment Fee provided relief to the general fund while also addressing the public safety needs of the City.

Strategic Impact:
Fiscal Objective: Ensure that our budget is used to provide the greatest possible benefit for the community.

Growth Management Objective: Ensure adequate services are provided and to handle the rapid growth that is imminent for Mount Dora as well as instituting a succession plan for the fire Department.
**Recommendation**

It is recommended that City Council continue to move forward with the Fire Assessment Fee as part of the Fire Departments capital program. This is in alignment with goals stated in the City’s Strategic Plan from July, 2017 including accreditation.

Reviewed by:  
John OGrady, Public Safety Director  
Gwen Johns, City Clerk  
Robin Hayes, City Manager  

Approved - 04/10/2018  
Approved - 04/10/2018  
Final Approval - 04/10/2018
City of Mount Dora
Fire Assessment Program Update
April 17, 2018
What is a Fire Assessment?

- Charge imposed against real property to pay for fire protection services
  - Fire services includes such things as:
    - Fire suppression
    - Hazmat response
    - Fire prevention
    - Emergency response and disaster preparedness
    - Safety education
  - Does **NOT** include EMS-type services above level of first responder
Case Law Requirements

• Special Benefit to property
  – Fire services (up to first responder) do provide benefit and

• Fair and reasonable apportionment
  – Logically and factually driven method must be developed to spread the costs among the benefited properties.
  – Does method of apportionment make sense in terms of what is being provided?
  – Legislative determination receives judicial deference.
Historical Demand Methodology*

- Court tested and approved
- Most widely adopted
- Historical demand is the driving factor
- Based on initial response; therefore, treats all calls equally
- One rate for single family residential structures regardless of size

*Methodology was upheld by the Fourth District Court of Appeals in Desiderio Corporation, et al. vs. The City of Boynton Beach, Florida, et al., 39 So.3d 487 (Fla. 4th DCA 2010).
Data Components

- **Service Delivery**
  - ALS without transport
  - Fire flow available – 52,500 non-residential square foot cap
  - Benefit area
    - Incorporated Mount Dora

- **Fire Department Budget**
  - Fire Rescue Budget – allocated between non-EMS (fire) and EMS

- **Develop Cost Apportionment**
  - Call/Incident Data

- **Develop Parcel Apportionment/Preliminary Assessment Roll**
  - Ad Valorem Tax Roll Data
    - Building/Property Use
    - Dwelling Units
    - Square Footage
Five Year Proforma Assessable Budget
$3,329,036

• FY 2017-18 Fire Department Budget
  – Split between Fire and EMS

• FY 17-18 Assessable Expenditures
  – Annual Increases
  – 5-Year Capital Improvement Plan
    • Approximately $1,411,386 annually
  – Miscellaneous Assessment Expenditures
  – Total Net Assessable Expenditures
Cost Apportionment:
Based on Historical Demand for Fire Services
(Calendar Year 2017)

- Commercial: 15.22%
- Institutional: 10.00%
- Residential: 73.91%
- Industrial/Warehouse: 0.87%
# Parcel Apportionment

<table>
<thead>
<tr>
<th>Category</th>
<th>Parcel Apportionment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Residential Category</strong></td>
<td></td>
</tr>
<tr>
<td>Residential</td>
<td>Dwelling Unit</td>
</tr>
<tr>
<td><strong>Non-Residential Categories</strong></td>
<td></td>
</tr>
<tr>
<td>Commercial</td>
<td>Square Footage (capped at 52,500 sq. ft.)</td>
</tr>
<tr>
<td>Industrial/Warehouse</td>
<td></td>
</tr>
<tr>
<td>Institutional</td>
<td></td>
</tr>
</tbody>
</table>
# Assessment Rate Calculations

## Maximum Rates

<table>
<thead>
<tr>
<th>Category</th>
<th>Number of Incidents</th>
<th>Percentage of Calls</th>
<th>Proportion of 5-Year Average Assessable Costs</th>
<th>Billing Units</th>
<th>Per Unit Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>170</td>
<td>73.91%</td>
<td>$2,460,592</td>
<td>6,873 dwelling units</td>
<td>$358.00</td>
</tr>
<tr>
<td>Commercial</td>
<td>35</td>
<td>15.22%</td>
<td>$506,592</td>
<td>1,994,373 sq. ft.</td>
<td>$0.26</td>
</tr>
<tr>
<td>Industrial/Warehouse</td>
<td>2</td>
<td>.87%</td>
<td>$28,948</td>
<td>597,717 sq. ft.</td>
<td>$0.05</td>
</tr>
<tr>
<td>Institutional</td>
<td>23</td>
<td>10.00%</td>
<td>$332,904</td>
<td>492,380 sq. ft.</td>
<td>$0.68</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>230</td>
<td><strong>100%</strong></td>
<td><strong>$3,329,036</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Current Level of Service

90% of the incidents in 8:00 minutes or less*
*Based on FY 2014/2015 performance for travel time

Only 63% of incidents in 4:00 minutes or less

National Standard

90% of calls in 4 minute travel time*
*Based on the National Fire Protection Association Standard (NFPA 1710)
Commission on Fire Accreditation International (CFAI)
Florida Benchmark Consortium
3 Stations = 4 Minute Travel For 85% Of Calls

Recommended By

FITCH & ASSOCIATES
3 Fire Stations
Based on call history
Recommended by professional consultants
Public Safety is one of Council’s 5 priorities

- Best locations – Recommended by Fitch & Associates
- Economy of scale
  - One Architect
  - One Contractor
  - One schedule
- Bond out the financing
- Continue the Fire Assessment fee to pay the bond
- Pay the bond during the same year the stations are in use
Economic Impact

Insurance Service Organization Rating
MDFD Current ISO Rating - Class 3

*Lower ISO Rating Could Result In:*

- Correlation with Economic Development
- Possible lower insurance premiums
- **More attractive to businesses**
  - Broader tax base
Fire Station Needs
Fire Station Needs
3 Fire Stations
Based on call history...not future needs.
Who Determines The City’s Level Of Service?

City Council

**Increase Service Levels = Decreased Level of Risk**
- Decrease Risk = Decrease Response Times (Fire Stations) + Effective Response Force (Employees)
- Improves Quality of Life
- More attractive to businesses and families.

**Decrease Service Levels = Increased Level of Risk**
- Increased Risk = Increase Response Times (no new fire stations) + ineffective Response Force (employees)
- Decreased Quality of Life
- Less attractive to businesses and families.
## Comparison

<table>
<thead>
<tr>
<th>Location</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leesburg</td>
<td>$58</td>
</tr>
<tr>
<td>Minneola</td>
<td>$59</td>
</tr>
<tr>
<td>Montverde</td>
<td>$80</td>
</tr>
<tr>
<td>Mascotte</td>
<td>$115</td>
</tr>
<tr>
<td>Tavares</td>
<td>$142</td>
</tr>
<tr>
<td>Lake County Fire</td>
<td>$173</td>
</tr>
<tr>
<td>Fruitland Park</td>
<td>$213</td>
</tr>
</tbody>
</table>
Fiscal Year 2018-19 Fire Assessment
Rate Scenarios

$166 = 4 minute travel time

$129 = 8 minute travel time
Policy Direction

• Notice to Proceed with Implementation
  – Rates
• Exemption Policy
  – Government Parcels
  – Institutional Tax Exempt Parcels
• Other Issues

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop</td>
<td>April 17, 2018</td>
</tr>
<tr>
<td>City Adopts Initial Assessment Resolution</td>
<td>May 15, 2018</td>
</tr>
<tr>
<td>City Submits Fire Assessment Roll to Property Appraiser for Inclusion on TRIM Notice</td>
<td>By August 1, 2018</td>
</tr>
<tr>
<td>Property Appraiser Mails TRIM Notices</td>
<td>August 18, 2018</td>
</tr>
<tr>
<td>City Publishes Notice of Public Hearing to Adopt Final Rate Resolution</td>
<td>August 18, 2018</td>
</tr>
<tr>
<td>Public Hearing to Adopt Final Assessment Rate Resolution</td>
<td>September 10-13, 2018</td>
</tr>
<tr>
<td>City Certifies Non-Ad Valorem Assessment to Tax Collector</td>
<td>By September 14, 2018</td>
</tr>
<tr>
<td>Tax Bills Mailed</td>
<td>November 2018</td>
</tr>
</tbody>
</table>
DATE: Tuesday, April 17, 2018
TO: Honorable Mayor and City Council Members
FROM: Robin R. Hayes, City Manager
SUBJECT: Waste Management Presentation

Introduction:
Waste Management (WM) is the City's solid waste contractor for residential garbage, recycling and yard waste. WM is desirous of extending the City’s contract for 7 years to September 30, 2027. Waste Management is presenting the program to City Council in the April 17th Workshop.

Discussion:
Waste Management (WM) is the City's solid waste contractor for residential garbage, recycling and yard waste. WM is desirous of extending the City’s contract for 7 years to September 30, 2027. New residential rates to the City will be $15.33 compared to current rate of $16.83. WM will use a fully automated collection system for residential garbage and recycling using new collection trucks. This item is presentation only, a contract may be provided to City Council for consideration at a later date. WM's proposal includes the following features:

- Unlimited once per week cart collection of garbage and yard waste
- Once per week single stream recycling with Cart
- Weekly collection of bulky yard and other waste
- Recycle bank program remains in place, $0.44 per month
- All services will be completed on the same day.
- WM will provide communication brochures to educate the public and raise awareness of new and existing programs.

At no additional cost to the City, WM proposes to install four fully automated trash compactors Downtown where dumpsters currently are located. City of Mount Dora will be responsible for providing compactor sites with electric service, water service and enclosures.
Budget Impact:
Decreased residential rates from $16.83 to $15.33 will net 8.9% savings. City currently charges residents $21.21 per month for solid waste service. City may choose to maintain or decrease current residential rates. Some costs will be associated with preparation of the compactor sites.

Strategic Impact:
Improved Infrastructure will be seen through the use of the compactors and improved environment in the downtown with the open dumpsters being replaced.

Recommendation
This is a status report for discussion and information purposes.

Prepared by: Misty Sommer, Deputy City Clerk
Reviewed by: Marilyn Douglas, Purchasing Manager
             Gwen Johns, City Clerk
             Misty Sommer, Deputy City Clerk
             Robin Hayes, City Manager

Approved - 04/10/2018
Approved - 04/10/2018
Approved - 04/10/2018
Final Approval - 04/10/2018
Current Services In The City

- Unlimited twice per week cart collection of garbage/yard waste
- Once per week single stream recycling with Cart
- Weekly collection of bulky yard and other waste serviced
- Current monthly rate for Above Services: $16.83 (City Charges residents $21.21)

Since 2010, the residential services rate has increased only an average of 1.03% per year.
New Collection Vehicles

Introducing New Cleaner and Quieter Compressed Natural Gas Powered Trucks for services of in the City of Mount Dora
Full Automation in the City!

Single Stream Recycling
Simply the Better Solution for Public Sector Recycling Programs
Proposed Services In The City

- Unlimited once per week cart collection of garbage/yard waste
- Once per week single stream recycling with Cart
- Weekly collection of bulky yard and other waste serviced
- Recyclebank program remains in place. $.44 per month
- All services to be completed on same day!
Provide Communication Brochures That Enhance Public Awareness of New and Existing Programs
Here is a Summary of Proposal!

- WM is desirous of extending the contract for 7 years to 9/30/2027. New residential rate will be $15.33 compared to current rate of $16.83.
- CNG automated collection vehicles- $750K investment
- WM will provide, install and maintain at no cost, 6- Vertipak compactors to solve capacity and aesthetic issues in the Downtown area. $90K investment
- Service Promotional packages for residents
- All other terms of the contract remain the same with exception of annual rate adjustment methodology and/or changes in commercial rates as negotiated with the City.
Vert-I-Pack® Self-Contained Compactor/Container

Use for front or rear load applications

Convert the unit to accommodate a 4, 6, or 8 cubic yard container

Low profile feed heights

Rigid anchoring platform

Triple interlock

Available from 3 to 8 cubic yard capacities

Front load/rear feed 6 cu. yd. configuration pictured

Vert-I-Pack®
Self-Contained
Compactor/Container

Marathon
A Dover Company

RAMJET
Stationary and self-contained compactors.

Environmental Solutions Group
A Dover Company

Page 15
### Vert-I-Pack® (VIP) Compactor with 4, 6, or 8 Cubic Yard Capacity Container

#### Vert-I-Pack Benefits for the Hauler

- **The Vert-I-Pack vertical compactor is designed to simplify compacted waste dumping, save driver time, and substantially reduce maintenance costs. A front load operator can detach and empty the container in less than 90 seconds.**

- **The Vert-I-Pack features a reversible feature that allows the unit to easily be converted to front or rear feed by moving the interchangeable bolt-on container stops. This enables one compactor to be used for a variety of applications.**

- **The telescoping legs allow the Vert-I-Pack to adjust up and down to accommodate 4, 6, or 8 cubic yard (3.1, 4.59, or 6.12 cubic meter) containers. The process of vertical compaction eliminates all openings in the side of the container from which waste materials can leak or spill. The location of the ram above the refuse prevents trash and liquids from collecting behind the blade, which can foul up the cylinder or create damage when it freezes in the winter. Integral container guides provide 3-inches (76.2mm) of vertical tolerance, making re-entry fast and smooth.**

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**Side Feed Configuration**

Pictured above is a side feed configuration installed at a supermarket equipped with an optional “thru-the-wall” security chute.

**Integrated Driver Light**

The integrated Driver Light illuminates green to signal the driver that the container is “ok” to be removed and dumped, making dumping simple and quick.

**VIP-LOCK®**

Marathon’s patented VIP-LOCK positive container lock-in device prevents container “walking”. The container device “rides over” the compactor device as the truck moves the container into position. In the fully inserted position, the compaction force inside the container prevents the container from moving.
**Vert-I-Pack® Benefits for the Operator**

- Marathon’s variety of low-profile Vert-I-Packs range in size from 3 to 8 cubic yards (2.29 m³ to 6.12 m³). These are available with feed heights as low as 44 7/8-inches (1140mm) and with front, rear, or side feed configurations. The Vert-I-Pack alleviates the need for all those unsightly containers that draw scavengers and vermin. Your refuse stays inside the unit. The Vert-I-Pack also prevents others from dumping refuse into your container since the Vert-I-Pack is key-operated and controlled. The Vert-I-Pack stores your refuse in an ozone rich atmosphere (with optional ozonation device), which eliminates odors and keeps out insects and their larvae.

- The Vert-I-Pack is a real space saver — with more than 13-tons (11,793 kg) of crushing force, it reduces the contents of many open containers into 1 Vert-I-Pack container. This saves your hauler time because the hauler has only one container to pick up. It also prevents weekend overflow, which eliminates the need to schedule those expensive weekend pickups.

- The Vert-I-Pack is designed with the operator in mind. It has no heavy or clumsy lids to open and close — just a single easy and simple to open door.

- The Vert-I-Pack controls employee pilferage — optional security kit (rear feed and side feed units only) enables the unit to be fed from inside the building, eliminating the temptation to employees to put merchandise into a box, stash the box in the trash container, and return later to retrieve your merchandise.

**Vert-I-Pack Triple Lock**

- The mechanical door interlock prevents the door from being opened at all times except when the unit is in the proper feeding position. A second interlock prevents the unit from cycling (operating) when the door is in the open position. The third interlock prevents the unit from functioning when the container is not in the proper position.

---

**Simple User Operation**

**Step 1**
- The operator inserts the key and turns it to the “UP” position. The ram moves from the mid-point position to the up position. The door can now be opened.

**Step 2**
- The large opening allows even 30 gallon (114 liter) containers to be emptied easily.

**Step 3**
- After feeding the operator closes the door and removes the key. The unit then cycles automatically when the door is closed. With more than 13-tons (11,793 kg) of crushing power, the Vert-I-Pack forces the ram 18-inches (457.2mm) in to the container.

**Step 4**
- After the ram reaches maximum penetration, it automatically reverses itself. The unit automatically shuts down when the ram reaches the mid-point position at the top of the container. The ram remains in this position until the next use, sealing off the top of the container and applying constant pressure to the refuse. This helps to increase compaction and reduce spring-back.
**Vert-I-Pack® Self-Contained Compactor**

**Dimensions and Specifications**

<table>
<thead>
<tr>
<th>Specifications</th>
<th>Charge Box Capacity</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>[Mfr. Rating]</strong></td>
<td>0.72 cu yd</td>
<td>0.55 m³</td>
</tr>
<tr>
<td><strong>[NWRA Rating]</strong></td>
<td>0.52 cu yd</td>
<td>0.40 m³</td>
</tr>
</tbody>
</table>

**Clear Top Opening**

23.5" x 45"W

597mm x 1143mm

**Performance Characteristics:**

- **Cycle Time:** 30 sec.
- **Total Normal Force:** 26,400 lbs (117 kN)
- **Total Maximum Force:** 30,200 lbs (134 kN)

**Electrical Equipment:**

- **Electric Motor:** 3/60/230-460, 3 hp, 2.2 kW
- **Electric Control Voltage:** 120 VAC
- **Panel Box Assembly:** Key Operated, 120 VAC
- **UL® and CUL® Listed:**
- **All Circuits Fused:** 3-Button Controls: Keylock
  - Start, Stop, Reverse

**Hydraulic Equipment:**

- **Hydraulic Pump:** 3 gpm, 11.4 L/min
- **Normal Pressure:** 2100 psi, 145 bar
- **Maximum Pressure:** 2400 psi, 166 bar
- **Hydraulic Cylinders (2) - Bore:** 4", 102mm
  - **Ro**: 2", 51mm

**Model Size Feed**

<table>
<thead>
<tr>
<th>Height</th>
<th>Complete Assembly Weight</th>
<th>Container Weight</th>
<th>Overall Height</th>
<th>Overall Length/Width</th>
<th>Overall Depth</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Front-load collection trucks</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front feed</td>
<td>3 cu yd</td>
<td>46 ½&quot;</td>
<td>3,464 lbs</td>
<td>675 lbs</td>
<td>86 ½&quot;</td>
</tr>
<tr>
<td>Front/Rear feed</td>
<td>4 cu yd</td>
<td>44 ½&quot;</td>
<td>4,014 lbs</td>
<td>923 lbs</td>
<td>86 ½&quot;</td>
</tr>
<tr>
<td>Front/Rear feed</td>
<td>6 cu yd</td>
<td>56 ½&quot;</td>
<td>4,161 lbs</td>
<td>1,052 lbs</td>
<td>96 ½&quot;</td>
</tr>
<tr>
<td>Front/Rear feed</td>
<td>8 cu yd</td>
<td>74 ½&quot;</td>
<td>4,351 lbs</td>
<td>1,360 lbs</td>
<td>115&quot;</td>
</tr>
<tr>
<td>Side feed</td>
<td>6 cu yd</td>
<td>61 ½&quot;</td>
<td>4,005 lbs</td>
<td>1,285 lbs</td>
<td>101 ½&quot;</td>
</tr>
<tr>
<td>Side feed</td>
<td>8 cu yd</td>
<td>79 ½&quot;</td>
<td>4,290 lbs</td>
<td>1,440 lbs</td>
<td>119 ½&quot;</td>
</tr>
<tr>
<td><strong>Rear-load collection trucks</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Front feed</td>
<td>4 cu yd</td>
<td>52&quot;</td>
<td>3,827 lbs</td>
<td>1,340 lbs</td>
<td>92 ½&quot;</td>
</tr>
<tr>
<td>Rear feed</td>
<td>4 cu yd</td>
<td>52&quot;</td>
<td>3,626 lbs</td>
<td>1,150 lbs</td>
<td>92&quot;</td>
</tr>
</tbody>
</table>

* Reversible/adjustable feature not available on Side Feed models.

Also available as Green Built®, featuring Solar and other environmentally friendly components.

Marathon’s solar option is not UL and CUL Listed.

**Compactor Rental and Leasing Programs Available**

For detailed specifications, recommendations, or free economic studies comparing various systems, contact Marathon Customer Care at 1-800-633-8974.

**Authorized Dealer:**

Stationary and self-contained compactors.

Marathon Equipment Company
800.633.8974
www.marathonequipment.com
NJPA Contract #060612-ESG

Pictures in this literature are illustrative only. Specifications are subject to change without notice in order to accommodate improvements to the equipment. Certified in compliance with ANSI standard Z245.2, all applicable OSHA Regulations, and certified under WASTEC’s Stationary Compactor Certification Program. Products must be used with safe practice and in accordance with said regulations and standards.

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Waste Management Proposal for the City of Mount Dora
March 17, 2018
Wildwood and Waste Management: A Successful Partnership!
North America’s Leading Solid Waste Services Provider

- Operates in 48 states and Canada
- Employs more than 45,000 workers
- Services 25 million residential customers
- Supports local services with more than $5 billion in total assets
Local Resources WM – Wildwood

• State of the Art Facility
• 125 Employees
• 75 Collection Vehicles
• 10 Support Vehicles
• 4 Dedicated Route Managers
• Skilled and Tenured Drivers Who Care About YOU!
Current Municipal Partners

- Fruitland Park, Florida
- Eustis, Florida
- Town of Lady Lake, Florida
- City of Mount Dora, Florida
- City of Inverness, Florida
- Tavares, Florida
- Wildwood, Florida
- Umatilla, Florida
Long Successful Partnerships

• Maintaining High Levels of Trust, Integrity and Transparency.
• Mutual Goals that are built on Excellent Service and Response. WM always goes beyond the “four corners” of the contract.
• Mutual Goals on Providing Flexibility in Services
• Mutual Goals to continuously enhance value of services while maintaining a competitive rate.
• Mutual Goals to Continuous Improvement in Safety and Environmental Compliance.
• Mutual Goals to provide employees who live in around your community a good living supporting the local community.

Our Municipal Partners have continued to recognize that they have partnered with a great company providing great service at a great price!
Current Services In The City

- Unlimited twice per week cart collection of garbage/yard waste
- Once per week single stream recycling with Cart
- Weekly collection of bulky yard and other waste serviced
- Current monthly rate for Above Services: $16.83 (City Charges residents $21.21)
New Collection Vehicles

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- All services to be completed on same day!
Provide Communication Brochures That Enhance Public Awareness of New and Existing Programs
The State of Recycling on a Global Basis

• The recycling industry is in a state of change worldwide.
• Global markets are shifting from China to India and Southeast Asia.
• Commodity prices are currently depressed to near all-time lows.
• Demand for the materials are down and so are prices.
• Transportation and processing costs are close to or exceeding the revenues from the sale of the recycled material.
• China is demanding less contamination from suppliers.
• WM is committed for the long haul in sustaining the current business model for its customers, including the City of Mount Dora.
Recycling Transfer Station and Tampa Materials Recycling Facility

https://youtu.be/xdqovdF71u0
Summary of Proposal!

• **WM is desirous of extending the contract for 7 years to 9/30/2027. New residential rate will be $15.33 compared to current rate of $16.83.**

• **CNG automated collection vehicles- $750K investment**

• **WM will provide, install and maintain at no cost, 8- Verti-pak compactors to solve capacity and aesthetic issues in the Downtown area. $110K investment. (City is responsible for any electrical and concrete pad (if applicable).**
Verti-Pak Compactor Disposal System

Clean, Secure, Sealed, Minimal Odor, Easy to Use, Low 44-inch Feed Height, Future Expandability, 50% more capacity allowing Downtown Recycling collection at all 4 locations!
Summary of Proposal!

- Service Promotional packages for residents

- Larger toters will be available for residents. Commercial hand stop customers will receive toters.

- WM will commit long term processing capabilities for recycling materials at no cost to the City.

- WM will continue to offer significant “in kind” services for City sponsored events and projects.

- All other terms of the contract remain the same with exception of annual rate adjustment methodology.
Thank You!
Questions?
DATE: Tuesday, April 17, 2018
TO: Honorable Mayor and City Council Members
FROM: Robin R. Hayes, City Manager
SUBJECT: Civic Clerk and FOIA Presentations

Introduction:
The purpose of this agenda item is to demonstrate two new software packages in use by the City Clerk's Office.

Discussion:
The City Clerk's Office has purchased two separate software packages, approved during the mid-year budget sessions last fiscal year.

1) Civic Clerk - Automation of the agenda packet creation process

2) Just FOIA - Automation of the public records request, retrieval and provision process

Budget Impact:
At this time this is a Presentation item and there is no Budgetary impact

Strategic Impact:
To automate processes and provide another layer of transparency to residents and citizens.

Recommendation
This is an informational item to City Council, presented by Gwen Keough-Johns, City Clerk and Misty Sommer, Deputy City Clerk.

Prepared by: Misty Sommer, Deputy City Clerk
Reviewed by: Gwen Johns, City Clerk
Robin Hayes, City Manager
Approved - 04/10/2018
Final Approval - 04/10/2018
CIVICLERK

Agenda Management Software
Agenda Management Software

- Creates consistency in the agenda process by providing staff with a centralized location for all board and committee documents.

- Increases staff efficiency with access to meeting content on any device.

- Agenda items are approved faster and without time-consuming, manual follow-ups. The approval routing process streamlines the routing of email notifications and manages backup approvers.

- Easily retrieve meeting content through the search engine feature that automatically organizes and stores past items, attachments, minutes, and agendas by keyword.

- Provides clear reporting insights on progress and goals. The dashboards and built-in reporting tools provide key metrics on the entire agenda and meeting minute process.
### Approvals (8)

<table>
<thead>
<tr>
<th>Item Name</th>
<th>Item #</th>
<th>Item Category</th>
<th>Actual Meeting Date</th>
<th>Approver</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution No. 2018-36, Emergency Repair of Cul-de-Sac for Magnolia Ending in Dogwood Mountain Reserve</td>
<td>ITEM-2018-74</td>
<td>Resolution</td>
<td>03/01/2018 6:00 PM</td>
<td>Jennifer Cockcroft</td>
</tr>
<tr>
<td>This is a request for City Council to approve Resolution No. 2018-36, a contract with GeoStabilization International (&quot;GSI&quot;) for emergency repairs of the cul-de-sac for Magnolia Ending at Dogwood Mountain Reserve. The contract amount is $920,000, which includes contract agreement contingencies to be signed by the City Manager. If further Public Works repairs are necessary at the location, the City Council would grant the City Manager authority to approve repairs. City Manager will report back to City Council on any contingencies used.</td>
<td></td>
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</tr>
</thead>
<tbody>
<tr>
<td>First Reading of Ordinance No. 2018-02, PUD Second Amendment Lakes of Mount Dana</td>
<td>ITEM-2018-235</td>
<td>Ordinances</td>
<td>03/01/2018 6:00 PM</td>
<td>Jennifer Cockcroft</td>
</tr>
<tr>
<td>This is a request for City Council to approve Ordinance No. 2018-02 and hold hearing for second reading and adoption.</td>
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<td></td>
<td></td>
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<th>Actual Meeting Date</th>
<th>Approver</th>
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</thead>
<tbody>
<tr>
<td>First Reading of Ordinance No. 2018-06, PUD Second Amendment Indian Springs</td>
<td>ITEM-2018-236</td>
<td>Ordinances</td>
<td>03/01/2018 6:00 PM</td>
<td>Jennifer Cockcroft</td>
</tr>
<tr>
<td>This is a request for City Council to approve Ordinance No. 2018-06 and hold hearing for second reading and adoption.</td>
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### Agenda List

#### Meeting Types
- All Meeting Types

#### Timeframe
- All Upcoming
- Next 30 Days
- Last 30 Days
- All
- Custom: 04/16/2018 to 04/16/2018

#### Show
- All Agendas
- Finalized Agenda Only
- Pending Agendas Only

#### Results Found

<table>
<thead>
<tr>
<th>Agenda Name</th>
<th>Meeting Date</th>
<th>Cutoff Date</th>
<th>Type</th>
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<tbody>
<tr>
<td>April 17, 2018 CRA Governing Board</td>
<td>04/17/2018 6:00 PM</td>
<td>04/2/2018</td>
<td>Community Redevelopment Agency Board</td>
</tr>
<tr>
<td>April 17, 2018 NE-CRA Governing Board</td>
<td>04/17/2018 6:00 PM</td>
<td>04/2/2018</td>
<td>NE Community Redevelopment Agency Board</td>
</tr>
<tr>
<td>April 17, 2018 City Council Work Session Agenda</td>
<td>04/17/2018 6:00 PM</td>
<td>04/3/2018</td>
<td>CC Work Session</td>
</tr>
<tr>
<td>April 17, 2018 Regular Session</td>
<td>04/17/2018 6:00 PM</td>
<td>04/4/2018</td>
<td>City Council</td>
</tr>
<tr>
<td>May 1, 2018 Regular City Council Agenda</td>
<td>05/01/2018 6:00 PM</td>
<td>04/16/2018</td>
<td>City Council</td>
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<tr>
<td>May 1, 2018 NE-CRA Governing Board</td>
<td>05/01/2018 6:00 PM</td>
<td>04/15/2018</td>
<td>NE Community Redevelopment Agency Board</td>
</tr>
<tr>
<td>April 18, 2018 Planning &amp; Zoning</td>
<td>04/18/2018 9:00 PM</td>
<td>04/17/2018</td>
<td>Planning &amp; Zoning Commission</td>
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<tr>
<td>April 25, 2018 BCC Agenda</td>
<td>04/25/2018 1:00 PM</td>
<td>04/30/2018</td>
<td>Development Review Committee</td>
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</tbody>
</table>
Search

Filters

Keyword Search

degwood

Meeting Types

All Meeting Types

Timeframe

- All
- Current Year
- Past Year
- Custom

Show

- Items
- Agendas
- Attachments
- Minutes

2 Results found

<table>
<thead>
<tr>
<th>Item Name</th>
<th>Progress</th>
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<th>Item Status</th>
<th>Actual Meeting Date</th>
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</thead>
<tbody>
<tr>
<td>Resolution No. 2018-36, Emergency Repair of Cul-de-sac for Magnolia Beach in Dogwood Mountain Reserve</td>
<td>43%</td>
<td>ITEM-2018-74</td>
<td>New</td>
<td>05/01/2018 6:00 PM</td>
</tr>
<tr>
<td>Resolution 2018-41, Dogwood Mountain Reserve Property Purchases</td>
<td>100%</td>
<td>ITEM-2018-31B</td>
<td>New</td>
<td>04/17/2018 6:00 PM</td>
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</tbody>
</table>

Create Filter
Questions?
Public Records Request Management Software
Public Records Request Management Software

Internal Benefits:

- Modernizes and streamlines our current process, increasing efficiency.
- Offers a variety of reports that enables staff to review historic requests, identify areas that need of improvement, and gather other useful information.

Better serves our citizens:

- Web based platform allows requests to be made from any device
- Requestors can choose to remain anonymous
- Request tracking portal
- Online payment and record retrieval
Providing Quality Service

The City Clerk's Office is dedicated to providing an array of quality services to the public. Some of the services include:

- Maintenance of official public records as custodian of the records
- Preparation of agendas, related materials, and minutes of City Council meetings
- Publishing and distribution of public notices as required by law
- Supervision and administration of city elections

The city clerk is also custodian of the City Seal and provides administrative support to the city.
Public Records Request

Thank you for allowing the City Clerk's Office to assist you in obtaining public records.

Requests are not required to be in writing, nor is the requester required to provide personal identifying information or explanation of the request being made. For those who wish to make a written request, you may complete and submit this form. Otherwise, please feel welcome to contact the City Clerk's Office:

Gwen Kansas Hopkins, City Clerk
Mary Smaker, Deputy City Clerk
510 North Baker Street Mount Dora, Fl. 32757
Email: publicrecords@cityofmountdora.com
Phone: (352) 735-7120 Fax: (352) 383-4801

Please make sure your request is clear so city staff can conduct a meaningful search. You may be asked questions about the request in order to provide a complete response in a timely manner.

Pursuant to Chapter 119 Florida Statutes, I hereby request the following records of the City of Mount Dora, Florida.

Name of Requester: John Doe
Address: 123 Everglades Drive
City: Mount Dora
State: Florida
Zip: 32757
Phone: (123) 456-7890
Email: johndoe@example.com

Description of Request: (Be as specific as possible, including name, dates, case numbers, etc, if known.)

I request: (Select one)
- Only to review/inspect

In making this request, I understand that the City is under no obligation to create a document to satisfy my request. I further understand that the records will be released only in accordance with Chapter 119 Florida Statutes.

If the City determines that a special service charge will be applied for extensive use of technology, personnel, and/or
Thank you for submitting a request for records.

Your security key is 1234
Your request reference number is PRR – 1 – 2018

Please have this security key and reference number available when communicating with our staff regarding your request.

Please note that if you chose not to provide contact information, this reference number should be used when communicating with staff and/or when picking up the records related to this request. Additionally, if no contact information was provided, you must contact the appropriate office to verify receipt of your request, to learn of any applicable fees, and authorize your request to move forward, prior to your request moving forward.

Please use this screen to upload any attachments to your request.
City Clerk

Providing Quality Service
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Gwen Johns
City Clerk
Email

Ph: (352) 735-7126
Fx: (352) 383-4801
510 N. Baker St.
Mount Dora, FL 32757

Hours of Operation
6:00 am to 5:00 pm
Questions?
DATE: Tuesday, April 17, 2018

TO: Honorable Mayor and City Council Members

FROM: Robin R. Hayes, City Manager

SUBJECT: Future Merchant Meeting and Downtown Restrictions on Delivery Trucks

Introduction:
Delivery vehicles impact the traffic circulation and management within the core downtown area between Baker Street and Alexander Street and between 3rd and 4th Avenues. Develop delivery (unloading and loading) solutions.

Discussion:
On a regular basis the streets within the downtown area have experienced issues with delivery truck that tends to obstruct traffic lanes, park/stage in the loading zones (Attachment #1). The majority of the trucks tend to be food and beverage deliveries (often throughout the entire day). Recently, City staff has updated and installed loading zone signs to ensure that the loading zones are sized appropriately for these types of vehicles. Other solutions are being reviewed.

Budget Impact:
At this time this is a Discussion item and there is no Budgetary impact.

Strategic Impact:
Economic Development of the Downtown.

Recommendation This item is submitted for discussion only with no recommendation on an expected outcome.

Prepared by: Misty Sommer, Deputy City Clerk
Reviewed by: Robin Hayes, City Manager
Final Approval - 04/10/2018