CITY OF MOUNT DORA, FLORIDA
CITY COUNCIL MINUTES
April 15, 2025
City Hall 510 N. Baker St.
Mount Dora, FL 3275

CALL TO ORDER

Having been duly advertised as required by law, Mayor James Homich called the Regular Session of City Council to order at 6:22 p.m. in the Mount Dora City Hall Council Chambers.

ROLL CALL

Members Present	Also Present
James Homich, Mayor	Vince Sandersfeld, City Manager
John Cataldo, Vice-Mayor	Patrick Brackins, City Attorney
Cal Rolfson, District 2	Jeanann Hand, City Clerk
Dennis Dawson, District 3	
Marc Crail, District 4	
Nate Walker, District 5	
Doug Bryant, At Large	

PRESENTATIONS

1. Presentation Fire Department Re-Accreditation
Mr. Sandersfeld spoke about the accreditation process. Mount Dora staff represented well at the re-accreditation hearing. Mayor Homich presented the plaque to Fire Chief Joseph Hightower. Chief Hightower spoke, expressing thanks to Council for their support. Members of the Fire Department had been present before the meeting, but received a call and needed to leave.

2. Presentation on Water Conservation and Quality
Water Utility Director Andrew Marsian presented information on water conservation. This month is water conservation month. Mr. Marsian delivered a second presentation, the topic of which was water quality. Both presentations are attached to the minutes as Exhibit A. Mr. Marsian provided sample testing results. Council and staff discussed the information being presented.

3. Proclamation Municipal City Clerk's Week
Mayor Homich read the proclamation into the record.

APPROVAL OF AGENDA

Mayor Homich stated he would like to add an Action Item to the agenda to discuss the Memorial Bench Policy.

MOTION BY COUNCILMEMBER ROLFSON TO AMEND THE AGENDA TO INCORPORATE THE ADDITION OF AN ACTION ITEM RELATED TO THE

MEMORIAL BENCH POLICY AND APPROVE THE AGENDA WITH THE ADDITION OF THE ACTION ITEM TO DISCUSS THE MEMORIAL BENCH POLICY; VICE-MAYOR CATALDO SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.

PUBLIC COMMENT

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

APPROVAL OF CONSENT AGENDA

1. Request Approval of Meeting Minutes

MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE CONSENT AGENDA AND APPROVE THE AGENDA WITH THE ADDITION OF THE ACTION ITEM TO DISCUSS THE MEMORIAL BENCH POLICY; VICE-MAYOR CATALDO SECONDED THE MOTION. MOTION PASSED WITH A UNANIMOUS VOICE VOTE.

ACTION ITEMS

1. City of Mount Dora Memorial Bench Policy

Mayor Homich added this item, which was to become Action Item One. He suggested the City halt any further removal of benches. The Mayor asked for agreement from Council to halt any further bench removal.

Council discussed the obstacles presented by the current policy. Some purchasers believed they were purchasing the bench for perpetuity. Some of the wooden benches have deteriorated and needed to be removed before they became a hazard.

Council spoke about the difficulty of contacting family members who have moved and left no change of address. The policy should not place a burden on the City that is difficult or impossible to follow. Council agreed it was good to have staff look at this policy and come back with revisions. Deciding to halt further removal of any benches at this time may impede the City's ability to remove hazardous equipment. The plaque is more important than the bench.

Council would not decide on a policy revision at this point, but would direct the City Manager to direct staff to revise the policy.

MOTION BY COUNCILMEMBER ROLFSON TO TABLE ANY FURTHER REMOVAL OF BENCHES UNTIL THE STAFF RETURNS WITH RECOMMENDATIONS FOR POLICY CHANGE, BUT ALLOWING FOR REMOVAL OF DANGEROUS BENCHES, WHICH WOULD BE REMOVED IMMEDIATELY; COUNCILMEMBER BRYANT SECONDED THE MOTION.

Mayor Homich opened public comment.

Mark Wotring, 326 North Rhodes Street, thanked staff for their response to difficulties encountered with the recent removal of a bench. He recounted his experience with an earlier bench removal and the challenges presented by City bench records, and demanded accountability.

Gabriele Baraglia, 314 North Grandview Street, spoke about the temporary removal of a memorial bench dedicated to her brother, and the meaning of the bench to her family.

Eric Winters, 1100 Central Street, spoke about the replacement price.

Deanna Brignoni, 1912 Hilltop Drive, spoke about the cost spent on the benches and the residents who purchased them.

Councilmember Rolfson thanked the speakers. Councilmember Walker assured those present that it was not the intent of the City to cause pain. He expressed hope that the City can move forward toward better solutions.

Mayor Homich closed public comment.

MOTION PASSED WITH A UNANIMOUS VOICE VOTE.

2. Request Approval of Agreement of ITB #25-UT-002 to Make Modifications to Wastewater Treatment Plant Number 2 (WWTP2)

Water Utility Director Andrew Marsian spoke about the item, explaining that this is required for the City's permits.

The City contracted with Kimley-Horn (KMH) as engineering consultants to prepare plans and specifications to make modifications to WWTP2. The modifications will include 5,400 linear feet of a 12-inch reject pipeline to be installed along US 441. The project also includes the construction of three new rapid infiltration basins (RIBs) with a total volume of three million gallons at the spray field site on the eastern boundary of the Mount Dora Golf Course. The improvements also include modifying the existing piping that discharges to the existing reject tank, which will provide an efficient way to construct the reject piping that will discharge to the RIB site. The modifications will increase the regulated disposal capacity of WWTP2 and permit the plant to be operated with short-term loading up to 1.5 million gallons per day.

After the consultation, the City received bids to make modifications to WWTP2. Purchasing determined that the lowest responsible bidder was Cathcart at a total construction cost of $1,812,890.00.

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

MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE AGREEMENT OF ITB #25-UT-002 TO MAKE MODIFICATIONS TO WASTEWATER TREATMENT PLANT NUMBER 2 (WWTP2); COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.

YES ***Homich***
Walker

Crail
Cataldo
Bryant
Rolfson
Dawson
NO None

3. Request Approval of a Piggyback Agreement with Seminole Office Solutions and Authorization to Enter into an Equipment Lease with First Citizens Bank and a Customer Service Agreement with Seminole Office Solutions for 14 Multi-functional Copiers

Budget Manager Matt Dodson spoke about the 14 copier replacements that would take place under this piggyback. This agreement is less expensive than the City's arrangement with Seminole for the previous three years, and will also include customer service and an increase in the number of copiers provided to the City. This will be a new three-year piggyback agreement with Seminole Office Solutions for fourteen copiers, totaling $85,212.36, and the term will begin upon the expiration of the current agreement. The accompanying maintenance service program covers all parts, toner, supplies, labor, preventative maintenance kits, and on-site services as needed, except copy paper and staples. This new rate represents a $400–$600 monthly savings compared to the City's current service plan. The program includes a monthly allowance of 25,000 black & white and 25,000 color copies, pooled across all machines, based on usage trends over the past three years. The customer service terms remain consistent with the previous contract.

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

MOTION BY COUNCILMEMBER ROLFSON TO APPROVE THE PIGGYBACK AGREEMENT WITH SEMINOLE OFFICE SOLUTIONS AND AUTHORIZATION TO ENTER INTO AN EQUIPMENT LEASE WITH FIRST CITIZENS BANK AND A CUSTOMER SERVICE AGREEMENT WITH SEMINOLE OFFICE SOLUTIONS FOR 14 MULTI-FUNCTIONAL COPIERS; VICE-MAYOR CATALDO SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.

YES Cataldo
Homich
Bryant
Crail
Walker
Rolfson
Dawson
NO None

<u>PUBLIC HEARINGS-RESOLUTIONS/ORDINANCES</u>

1. Request Approval of Final Reading and Adoption of Ordinance No. 2025-05, Extending the Approvals of the Waterman Village Master PUD Plan to Allow for the Construction of Phase 2

Mr. Brackins read Ordinance No. 2025-05 by title only.

ORDINANCE NO: 2025-05

AN ORDINANCE OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO THE PLANNED UNIT DEVELOPMENT ESTBALISHED 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.

Senior Planner Michele Janiszewski spoke about the item. The only change since the first reading is the addition of 2(f), stating "If feasible, at the final site plan stage, the Developer shall work with City staff to determine if additional planting may be included in the buffer area." This addition was made in response to Council's discussion at the first reading.

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

MOTION BY COUNCILMEMBER WALKER TO APPROVE THE SECOND READING AND ADOPTION OF ORDINANCE NO. 2025-05, EXTENDING THE APPROVALS OF THE WATERMAN VILLAGE MASTER PUD PLAN TO ALLOW FOR THE CONSTRUCTION OF PHASE 2; COUNCILMEMBER ROLFSON SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.

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

2. Request Approval of Final Reading and Adoption of Ordinance No. 2025-09, Adopting the Mount Dora Small Bay Mini Warehouse Planned Unit Development (PUD) Master Plan

Mr. Brackins read Ordinance No. 2025-09 by title only

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.

On April 1st, Council approved the first reading of Ordinance No. 2025-09 and recommended the Second Reading and Final Adoption. Mr. Sandersfeld corrected a scrivener's error regarding the effective date, which, on the record would be "immediately upon adoption."

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

MOTION BY COUNCILMEMBER ROLFSON TO ADOPT ORDINANCE NO. 2025-09 WITH THE CHANGES READ INTO THE RECORD BY THE CITY MANAGER, ADOPTING THE MOUNT DORA SMALL BAY MINI WAREHOUSE PLANNED UNIT DEVELOPMENT (PUD) MASTER PLAN; COUNCILMEMBER CATALDO SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.

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

3. Request Adoption of Resolution No. 2025-09, Updating FY2025–2030 Strategic Plan

Mr. Brackins read Resolution No. 2025-09 by title only.

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 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.

Mr. Sandersfeld explained that, following the feedback from Council from the previous meeting, the attached plan is being presented. Attachment #1 is a redlined version to note the changes. He told Council that staff welcomed additional feedback.

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

Council commended staff for incorporating changes suggested at the last presentation of the plan revision. Although 4.1 mentions a minimum of 50 trees per year, it is possible that number may be exceeded each year. Tree replacement annually exceeds that number, usually.

Council spoke favorably about the presented document. Staff acknowledged the efforts of Council in putting this plan update together. Council and staff discussed working without a paid facilitator, and their satisfaction with the result. Mr. Sandersfeld thanked Council for their leadership through this process. Council and staff discussed the role of irrigation at gateways and water conservation.

MOTION BY COUNCILMEMBER BRYANT TO ADOPT RESOLUTION NO. 2025-09, UPDATING FY2025–2030 STRATEGIC PLAN; COUNCILMEMBER CRAIL SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.

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

4. Request Adoption of Resolution 2025-13, Approving the Mid-year Budget Amendment

Mr. Brackins read Resolution No. 2025-13 by title only.

RESOLUTION 2025-13

A RESOLUTION OF THE CITY OF MOUNT DORA, FLORIDA, PERTAINING TO BUDGET ADJUSTMENTS FOR FISCAL YEAR 2024- 2025; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR APPROVAL OF 2024-2025 BUDGET ADJUSTMENTS; PROVIDING FOR RETROACTIVE AUTHORIZATION OF PROCUREMENT ACTIONS; 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

Mr. Sandersfeld told Council that this amendment occurs each year. It is required when revenues and expenditures increase or decrease from the original approved budget. City staff performed an extensive mid-year review of revenue and expenditure amounts for each fund and reviewed department operating needs. The main items that are getting adjusted are: a decrease in purchase rollovers from last year, adding the FY 2024-25 portion of the 2024 Capital Improvement Note (Public Works Building), updating the allocation model line items, increasing developers' reimbursed projects in the Electric Department, adding funds for the environmental study for the odor issue, and transferring Building Department funding for the Building Department Renovation. As required by statute, the amendments will be posted on the City's website within 5 days of adoption.

Council asked Mr. Dodson to clarify the amount of the increase, which was $361,930.

Council and staff discussed the projects listed. There will be a feasibility study for the Fourth Avenue Docks work to help plan for their renovation. It is anticipated that funds will be left over from engineering and design to begin with the construction.

The adjustment in this amendment is less than one percent of the City budget.

Council mentioned that this action is common and usually takes place at mid-year and end-of-year.

MOTION BY COUNCILMEMBER ROLFSON TO ADOPT RESOLUTION NO. 2025-13, APPROVING THE MID-YEAR BUDGET AMENDMENT; COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.

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

5. Request Adoption of Resolution No. 2025-14, Adopting a Wastewater Facility Plan

Mr. Brackins read Resolution No. 2025-14, by title only.

RESOLUTION NO. 2025-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOUNT DORA, FLORIDA, RELATING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) STATE REVOLVING FUND (SRF), ADOPTION OF THE WASTEWATER FACILITY PLAN FOR THE IMPLEMENTATION OF WASTEWATER TREATMENT PLANT #2 IMPROVEMENTS; PROVIDING FOR A SAVINGS PROVISION; AND PROVIDING FOR SCRIVENER'S ERRORS, CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

It was noted that Florida Statutes provide for loans to local government agencies to finance the construction of wastewater facilities; and the Florida Administrative Code requires formal authorization by the City Council to formally adopt a facility plan outlining necessary

Wastewater Treatment Plant #2 facility improvements to comply with State of Florida funding requirements.

Mike Scully with Halff spoke to those present about the technical aspects of the expansion. A second representative from Halff would deliver a presentation on funding. Both presentations are attached to the minutes as Exhibit B.

The plan does not tie the City to any kind of loan agreement. The opportunity for the City to commit to that arrangement will come later. This item is asking Council to consider adoption of only the plan. Mr. Scully provided information on State Revolving Fund (SRF) loan types—normal and supplemental, and spoke about water quality limitations, and wastewater flow projections. The City's options are to do nothing, to expand, or to replace the facility. Mirroring the plant will not satisfy the needs of the community for the next 20 years. Mirroring will also not be adequate for nitrogen and phosphorus processes. Costs associated with the City's options were discussed. It was noted that SRF repayment starts the quarter following project completion.

Council discussed planning for long-term viability. If the plan is adopted tonight, the plan belongs to the City. Council and staff discussed processes that are necessary to take place at the plants and upgrades that are needed for them to remain well-functioning and meet regulatory requirements. Upgrades will help with odor control.

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

Council and staff discussed capacity issues, life expectancy of equipment, regional development, and the ability of the City to meet the needs of incoming projects. Council discussed the importance of adequately planning for the future, yet avoiding planning for capacity the City does not need. Council and staff discussed the possibility of costs increasing as years progress, and the opportunity to implement this plan before costs rise further.

Lisa Fricchione from Halff spoke to Council about financial planning for this project.

Council adjourned for recess at 8:32 p.m.

Mayor Homich called the meeting back to order at 8:40 p.m.

Ms. Fricchione spoke about partnerships and types of grants that may be available for this purpose. She spoke about traits that make the City a good candidate for certain grants. She spoke about what Halff offers the City as far as assisting with identifying funding. Grant funding would be run through the EPA and not FEMA, so recent administrative changes will most likely not affect funding from government sources.

Ms. Fricchione spoke about State Revolving Fund (SRF) loan programs and the elements of eligibility and competitiveness.

Council discussed financing possibilities with Ms. Fricchione, including appropriateness of funding, grant percentages and candidacy, interest rates, piggybacks, Ms. Fricchione's experience with similar funding.

City staff recommended adoption of the plan.

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

MOTION BY COUNCILMEMBER ROLFSON TO ADOPT RESOLUTION NO. 2025-14, ADOPTING A WASTEWATER FACILITY PLAN; COUNCILMEMBER DAWSON SECONDED THE MOTION. MOTION PASSED WITH A 7-0 ROLL CALL VOTE.

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

PRIORITY PROJECT UPDATES

1. Odor Issues

There were no updates. The study is near completion.

2. Parking Downtown Improvements

Mr. Sandersfeld reported updates regarding Main Street Leasing and metering and one-way parking progress. Council discussed boat and trailer parking.

CITY MANAGER'S REPORT

Mr. Sandersfeld reported he would be attending the City/County Manager conference in May. Steve Langley would be Acting City Manager during that time.

Mr. Sandersfeld reported on the City's replacement of the holiday tree that was once provided by Main Street Leasing.

CITY ATTORNEY'S REPORT

No report.

COMMUNICATIONS AND REPORTS

Councilmember Dawson spoke about the Earth Day event. And the East Central Florida Planning Board meeting he would attend the following day.

Councilmember Crail thanked the City Clerks and commented favorably on the Strategic Plan update.

Councilmember Walker spoke about the Earth Day event and the Palm Sunday church service at Cauley Lott Park and the City's attendance.

Councilmember Rolfson spoke about the Lake County League of Cities and their bylaws revision, which would add areas being represented in this region. Councilmember Rolfson spoke about House Bill 991, which may endanger CRA funding. He thanked the City Clerks.

Mayor Homich mentioned the memorial bench issue and City policies.

ADJOURNMENT

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 9:20 p.m.

JAMES HOMICH, MAYOR
CITY OF MOUNT DORA

Jeanann Hand, City Clerk
City of Mount Dora