



City Hall
510 N. Baker St.
Mount Dora, FL 32757

Honorable Nick Girone
Mayor

Vice-Mayor Cathy Hoechst
Councilmember At-Large

Councilmember Laurie Tillett
District 1

Councilmember Cal Rolfson
District 2

Councilmember John Tucker
District 3

Councilmember Marc Crail
District 4

Councilmember Harmon Massey
At-Large

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.



CITY OF MOUNT DORA

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

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.

Prepared by: Misty Sommer, Deputy City Clerk
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



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Prepared by: Misty Sommer, Deputy City Clerk
Reviewed by: John OGrady, Public Safety Director
Gwen Johns, City Clerk
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Approved - 04/10/2018
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Final Approval - 04/10/2018



CITY OF MOUNT DORA

510 N. Baker St.
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352-735-7126

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.

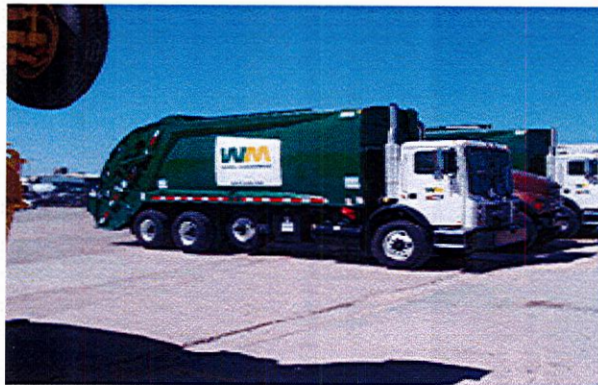
Prepared by: Misty Sommer, Deputy City Clerk
Reviewed by: Marilyn Douglas, Purchasing Manager
Gwen Johns, City Clerk
Misty Sommer, Deputy City Clerk
Robin Hayes, City Manager

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



BRINGS YOU
Recyclebank®

Full Automation in the City!



Proposed Services In The City

- Unlimited once per 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

**WASTE MANAGEMENT
OF METROPOLIS**

**Waste Management
Facilities
Honored by EPA**

Waste Management landfill sites have earned top United States Environmental Protection Agency (EPA) prestigious National Outstanding Achievement Award. The sites, all in North Carolina, are the **Asheville Landfill** & **Receiving Center** in Asheville, **Asheville Landfill** in Fayette, the **Waste-to-Energy** in Durham, and the **Waste-to-Energy** in Raleigh.

Regulators find them the best in their environmental facilities that demonstrate a significant commitment to managing hazardous waste, reducing air emissions, and using good economic judgment. These facilities are rated as 95% better than all facilities nationwide that are subject to regulation.

**Waste Management
Promotes
Driver Safety**

Waste Management continues to make great progress in safety. In 1994, the company's safety record was outstanding. The company's safety record was outstanding. The company's safety record was outstanding.

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Green Waste Tips

1. Place all yard trimmings in your green waste can (green top).
2. Do not place flammable or toxic waste in this can.
3. Do not place green waste in plastic bags. All of your green waste should be loose in the can. Your branches may be flat in a burning bin, but they will be flat in your green waste can for collection.
4. Clogs for your street and water lines cannot be placed in the green waste can because they cannot be collected.
5. Animal and bird waste should not be placed in the green waste can. Place it in the office can.
6. You can leave your car parts on the street. It's a good source of scrap and can be recycled.
7. Refer to the information on your side of the green waste can for more tips.

Waste Management continues to make great progress in safety. In 1994, the company's safety record was outstanding. The company's safety record was outstanding.

**Recycle Your
Used Motor Oil**

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**For more information please
contact the Metropolitan
Environmental Division
at 1-800-444-4444 or
www.wm.com**

**Your Recycling
Program**

Waste Management continues to make great progress in safety. In 1994, the company's safety record was outstanding. The company's safety record was outstanding.

Waste Management

**For more information, please call
Waste Management of Metropolis
at 1-800-444-4444.**

Large Size Available

Waste Management continues to make great progress in safety. In 1994, the company's safety record was outstanding. The company's safety record was outstanding.

**Orange County
RECYCLES!**

**By making people
recycling helps conserve
our natural resources,
protects our environment,
and helps extend the life
of our landfill.**

**Take the time to recycle these
everyday materials by putting
them in your recycling bin.**

Waste Management continues to make great progress in safety. In 1994, the company's safety record was outstanding. The company's safety record was outstanding.

**For more information
about recycling, contact your
Customer Service Center at
(949) 123-4567**

www.wm.com
**Remember, recycling is
everyone's responsibility!**

Waste Management

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- Verti-pak 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

RAMJET 
Stationary and self-contained compactors.

Hotels

Shopping malls

Supermarkets

Fast food restaurants

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.

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

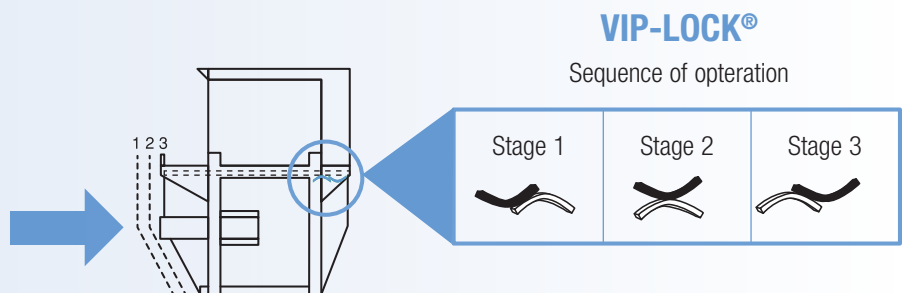
Vert-I-Pack Benefits for the Hauler

- ✓ 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.



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.



Images shown with optional equipment



Vert-I-Pack® Benefits for the Operator

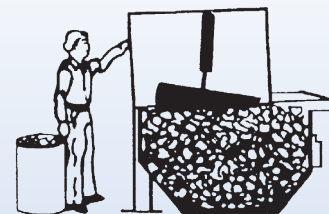
- ✔ Marathon's variety of low-profile Vert-I-Packs range in size from 3 to 8 cubic yards (2.29 m³ to 6.12 m³). These are available with feed heights as low as 44 7/8-inches (1140mm) and with front, rear, or side feed configurations. The Vert-I-Pack alleviates the need for all those unsightly containers 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.

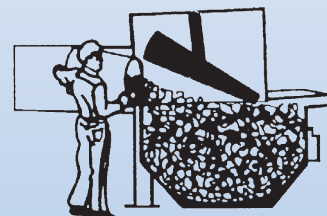
Simple User Operation

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



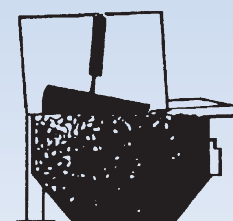
- ✔ The large opening allows even 30 gallon (114 liter) containers to be emptied easily.

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

Specifications		
Charge Box Capacity		
[Mfr. Rating]	0.72 cu yd	0.55 m³
[NWRA Rating]	0.52 cu yd	0.40 m³
Clear Top Opening	23.5"L x 45"W	597mm x 1143mm
Performance Characteristics:		
Cycle Time	30 sec.	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	120VAC
Panel Box Assembly		
UL® and CUL® Listed	Key Operated	120 VAC
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
- Rod	2"	51mm



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**.



Model	Size	Feed Height	Complete Assembly Weight	Container Weight	Overall Height	Overall Length/Width	Overall Depth
Front-load collection trucks							
Front feed	3 cu yd	46 3/4"	3,464 lbs	675 lbs	86 1/2"	96"	62 1/2"
	2.1 m ³	1187mm	1571 kg	306 kg	2197mm	2438mm	1588mm
Front/Rear feed	4 cu yd	44 7/8"	4,014 lbs	923 lbs	85 1/4"	92 3/8"	83 1/4"
	3.1 m ³	1140mm	1820 kg	419 kg	2165mm	2346mm	2115mm
Front/Rear feed	6 cu yd	56 1/2"	4,161 lbs	1,052 lbs	96 7/8"	92 3/8"	83 1/4"
	4.6 m ³	1435mm	1887 kg	477 kg	2461mm	2346mm	2115mm
Front/Rear feed	8 cu yd	74 5/8"	4,351 lbs	1,360 lbs	115"	92 3/8"	83 1/4"
	6.1 m ³	1895mm	1973 kg	612 kg	2921mm	2346mm	2115mm
Side feed	6 cu yd	61 3/4"	4,055 lbs	1,285 lbs	101 3/4"	96"	76"
	4.6 m ³	1569mm	1839 kg	583 kg	2585mm	2438mm	1930mm
Side feed	8 cu yd	79 3/4"	4,290 lbs	1,440 lbs	119 3/4"	96"	76"
	6.1 m ³	2026mm	1946 kg	653 kg	3042mm	2438mm	1930mm
Rear-load collection trucks							
Front feed	4 cu yd	52"	3,827 lbs	1,340 lbs	92 1/2"	96"	78 3/4"
	3.1 m ³	1321mm	1736 kg	608 kg	2350mm	2438mm	2000mm
Rear feed	4 cu yd	52"	3,626 lbs	1,150 lbs	92"	96"	90 1/2"
	3.1 m ³	1321mm	1645 kg	522 kg	2337mm	2438mm	2299mm

* Reversible/adjustable feature not available on Side Feed models

Authorized Dealer:



Marathon Equipment Company
P.O. Box 1798
Vernon, AL 35592-1798
800.633.8974
www.marathonequipment.com
NJPA Contract #060612-ESG



National Waste & Recycling Association
Collect. Recycle. Innovate.



Environmental Solutions Group
A DOVER COMPANY
www.doveresg.com



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.



CITY OF MOUNT DORA

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

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



CITY OF MOUNT DORA

510 N. Baker St.
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352-735-7126

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





