August 9, 2022

#### **CALL TO ORDER:**

Present were Mayor Jim O'Brien, Council Members Andy Williams, Bill Martini, Mandy David, Tony Davit, and Molly Rose. Town Manager Robert Smith, Attorney Heather Ramos, Police Chief Dave Ogden, Mr. John Fitzgibbon, and Town Clerk Dorothy Burkhalter were also present.

Mayor O'Brien called the meeting to order at 6:00pm and stated that a quorum was present. He then led everyone in the Pledge of Allegiance.

#### 1. OPEN FORUM/PUBLIC COMMENT (3 Minute Limit)

Mayor O'Brien opened the floor to the public. Mr. Ernie Myers of 2713 Tryon Place introduced himself. He commented on concerns regarding the boathouse litigation and had three questions. They were; 1) Is there an elected Town official overseeing the cost, 2) assuming the Town is successful, how many years will it take to "break even" and refurbish, and 3) can residents be assured that the costs for the boathouse legal/refurbish, etc. not be passed on to them. Manager Smith stated that Council member Rose is the Budget Liaison for the Town. He then commented that the costs will be absorbed through the general budget, not an assessment. Mrs. Martha Kessler of 316 Butler Street introduced herself. She questioned if going to a one-day-a-week pick up would be an option. Mayor O'Brien stated that discussion will take place later in the meeting.

#### 2. SPECIAL PRESENTATION/PROCLAMATIONS/AWARDS

# a. Proclamation of the Town of Windermere Declaring September 16, 2022 as Healthy Selfie Day

Mayor O'Brien read and proclaimed September 16, 2022 as Healthy Selfie Day in the Town of Windermere.

#### b. Windermere Police Department Recognitions:

#### **Promotions:**

1. Sgt. Jayson Bonk to Deputy Chief

Chief Ogden explained that with the retirement of past Deputy Chief Jennifer Treadwell, the position needed to be filled. He stated that the promotion will come from in-house. Chief Ogden stated that Sgt. Jayson Bonk has been selected to take the position of Deputy Chief. He then swore in Deputy Chief Bonk. Deputy Chief Bonk thanked everyone for the opportunity to serve the Town of Windermere.

#### 2. Officer 2 Jeff Czwornog promoted to Sergeant

Chief Ogden stated that with Sgt. Bonk stepping up, it left a Sergeant position open. Tests were given, and the promotion is being offered to Officer 2 Jeff Czwornog. Chief Ogden then swore in Sgt. Czwornog.

#### Ceremonial Swearing:

#### Officer Shadwick Barboza

Chief Ogden introduced newly hired Officer Shadwick Barboza. He then swore in Officer Barboza.

#### 3. TIMED ITEMS AND PUBLIC HEARING

#### i. ORDINANCE NO. 2022-03: RR ROW Swap 928 Main St.

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, VACATING A 20-FOOT PORTION OF DIRT MAIN ALONG THE EAST BOUNDARY OF 928 MAIN STREET; CONVEYING FEE SIMPLE OWNERSHIP OF THE VACATED PORTION ALONG THE EAST BOUNDARY OF 928 MAIN STREET TO MOLLY ROSE AND ROBERT L. FLEMING, THE OWNERS OF 928 MAIN STREET; PROVIDING FINDINGS, SEVERABILITY, AND AN EFFECTIVE DATE.

Mayor O'Brien closed the Town Council meeting at 6:26pm and opened the Public Hearing regarding proposed Ordinance 2022-03. He then read the title of proposed Ordinance 2022-03 for the record. There being no public comment, Mayor O'Brien closed the public hearing at 6:27pm and reconvened the Town Council meeting. He then stated for the record that Member Rose will be abstaining from voting. Member Williams made a motion to approve Ordinance 2022-03. Member Martini seconded the motion. Roll call vote was as follows: Martini – aye, Williams – aye, David – aye, Davit – aye, and Rose – abstain. Motion carried 4-0-1.

# ii. ORDINANCE NO. 2022-04: RR ROW Swap 1036 Main St.

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, VACATING A 20-FOOT PORTION OF DIRT MAIN ALONG THE EAST BOUNDARY 1036 MAIN STREET; CONVEYING FEE SIMPLE OWNERSHIP OF THE VACATED PORTION ALONG THE EAST BOUNDARY OF 1036 MAIN STREET TO JGS INVESTMENTS, LLC, A TENNESSEE LIMITED LIABILITY COMPANY, THE OWNER OF 1036 MAIN STREET; PROVIDING FINDINGS, SEVERABILITY, AND AN EFFECTIVE DATE.

Mayor O'Brien closed the Town Council meeting at 6:28pm and opened the Public Hearing regarding proposed Ordinance 2022-04. He then read the title of proposed Ordinance 2022-04 for the record. There being no public comment, Mayor O'Brien closed the public hearing at 6:29pm and reconvened the Town Council meeting. Member Davit made a motion to approve Ordinance 2022-04. Member Williams seconded the motion. Roll call vote was as follows: Rose – aye, Davit – aye, David – aye, Williams – aye, and Martini – aye. Motion carried 5-0.

## iii. ORDINANCE NO. 2022-05: RR ROW Swap 112 W 8th Ave

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, VACATING A 20-FOOT PORTION OF DIRT MAIN ALONG THE EAST BOUNDARY 112 W 8th AVENUE AND VACATING A 5-FOOT PORTION OF W 8th AVENUE ALONG THE NORTH BOUNDARY OF 112 W 8th AVENUE; CONVEYING FEE SIMPLE OWNERSHIP OF THE VACATED PORTIONS OF RIGHT-OF-WAY TO STEVEN AND PATRICIA WUBKER, THE OWNERS OF 112 W 8th AVENUE; PROVIDING FINDINGS, SEVERABILITY, AND AN EFFECTIVE DATE.

Mayor O'Brien closed the Town Council meeting at 6:30pm and opened the Public Hearing regarding proposed Ordinance 2022-05. He then read the title of proposed Ordinance 2022-05 for the record. There being no public comment, Mayor O'Brien closed the public hearing at 6:31pm and reconvened the Town Council meeting. Member David made a motion to approve Ordinance 2022-05. Member Martini seconded the motion. Roll call vote was as follows: Martini – aye, Williams – aye, David – aye, David – aye, and Rose – aye. Motion carried 5-0.

#### iv. ORDINANCE NO. 2022-06: Amending Citizen Boards

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, AMENDING SECTION 11.04.01 OF DIVISION 11.04.00 OF ARTICLE XI OF THE TOWN'S LAND DEVELOPMENT CODE ENTITLED "CITIZEN BOARDS" TO CHANGE THE MINIMUM AND MAXIMUM NUMBER OF MEMBERS, PROVIDING FOR SEVERABILITY, CODIFICATION AND AN EFFECTIVE DATE.

Mayor O'Brien closed the Town Council meeting at 6:31pm and opened the Public Hearing regarding proposed Ordinance 2022-06. He then read the title of proposed Ordinance 2022-06 for the record. There being no public comment, Mayor O'Brien closed the public hearing at 6:32pm and reconvened the Town Council meeting. Member Rose made a motion to approve Ordinance 2022-06. Member Williams seconded the motion. Member Martini questioned item "f". All agreed to remove item "f". Member Rose amended the motion to include removal of item "f". Member Williams was friendly to the amended motion. Roll call vote was as follows: Rose – aye, Davit – aye, David – aye, Williams – aye, and Martini – aye. Motion carried 5-0.

#### v. ORDINANCE NO. 2022-07: RR ROW Swap 824 Main St.

AN ORDINANCE OF THE TOWN OF WINDERMERE, FLORIDA, VACATING A 20-FOOT PORTION OF DIRT MAIN ALONG THE EAST BOUNDARY OF 824 MAIN STREET; CONVEYING FEE SIMPLE OWNERSHIP OF THE VACATED PORTION ALONG THE EAST BOUNDARY OF 824 MAIN STREET TO BRYAN AND CHERYL ROGERS, THE OWNERS OF 824 MAIN STREET; PROVIDING FINDINGS, SEVERABILITY, AND AN EFFECTIVE DATE.

Mayor O'Brien closed the Town Council meeting at 6:34pm and opened the Public Hearing regarding proposed Ordinance 2022-07. He then read the title of proposed Ordinance 2022-07 for the record. There being no public comment, Mayor O'Brien closed the public hearing at 6:35pm and reconvened the Town Council meeting. Member Davit made a motion to approve Ordinance 2022-07. Member David seconded the motion. Roll call vote was as follows: Martini – aye, Williams –aye, David – aye, Davit – aye, and Rose – aye. Motion carried 5-0.

vi. <u>RESOLUTION 2022-06</u>: Non-Ad Valorem Assessment Roll for The Willows at Lake Rhea Phase 1, 2 and 3 (Street Light)

Mayor O'Brien introduced this item. He then closed the Town Council meeting at 6:36pm and opened the Public Hearing regarding Resolution 2022-06. He read the title of proposed Resolution 2022-06 for the record. There being no public comment, Mayor O'Brien closed the Public Hearing at 6:36pm and reconvened the Town Council meeting. Member Davit questioned if the Annexation agreement stated who is to pay for the lights. Manager Smith explained that this annexation happened prior to his tenure and he is unaware of an agreement. He stated that in the original Developers Agreement with Orange County, it stated the lighting responsibility which is now assessed on their tax bills. Member Rose made a motion to approve Resolution 2022-07 as presented. Member Martini seconded the motion. Roll call vote was as follows: Rose – aye, Davit – aye, David – aye, Williams – aye, and Martini – aye. Motion carried 5-0.

vii. <u>RESOLUTION 2022-07</u>: Non-Ad Valorem Assessment Roll for Solid-Waste and Recycling Collection

Mayor O'Brien closed the Town Council meeting at 6:38pm and open the Public Hearing

regarding Resolution 2022-07. He then read the title of proposed Resolution 2022-07 for the record. Clerk Burkhalter read several comments into the record, attached. Mr. Platt Loftis with Waste Pro introduced himself. He commented the CPI increase, labor issues, supply chains issues (truck parts etc.), industrywide problems, promoting from within, the short pool of CDL drivers, job fairs, and bringing back Senior Operations Specialist Terry Grady for the Town of Windermere. Mr. Loftis commented on the high increases of fuel, wages, parts, etc. which has led to the CPI increase of ninety-nine cents (\$0.99). Mr. Tom Stroup of 201 W 7th Avenue introduced himself. He then commented on how pleased he is with Waste Pro, the drivers, and the service. Mr. Stroup stated he is fine with the .99 increase. There no further comments, Mayor O'Brien closed the Public Hearing at 6:56pm and reconvened the Town Council meeting. Member Rose made a motion to approve Resolution 2022-07 as presented. Member Williams seconded the motion. Member Davit questioned if the Resolution could be passed with a performance contingency. Mayor O'Brien explained that this Resolution is to allow the assessment to the tax rolls, and that he understands the needs for performance discussion. Attorney Ramos commented that the reason for the resolution is for the staff to forward the numbers to the Tax Collector's office in order to be placed on the tax rolls. She also stated that the dollar amount can be discussed and/or changed. Manager Smith stated there has been 4% increase in the tipping fees at Orange County which will be an additional cost. Member Davit questioned if Waste Pro could request an increase for the tipping fees? Mayor O'Brien stated that in they have requested in the past and have been told "no." Member Davit then questioned a Mayor O'Brien commented that there are many options for an "performance improvement plan." improvement plan. Discussion followed regarding the proposed price increases and changing public hearing notice to residents. Mayor O'Brien then called for the vote. Roll call vote was as follows: Rose - aye, Davit - aye, David -aye, Williams - aye, and Martini - aye. Motion carried 5-0. Mayor O'Brien opened the floor for discussion regarding the performance of Waste Pro. Manager Smith reported on meetings/discussions he has had with Waste Pro. Mr. Loftis commented on the upgrade of communication with the Town. Mayor O'Brien stated that if a route is not completed, the Town should be informed of when it will be completed. Mr. Loftis agreed. He also commented on the industry-wide issues. Member Davit questioned an end date for a commitment of service. Mr. Loftis requested to meet with Manager Smith. He stated that realistic goals with the industry issues are a challenge. Member Rose requested to be present in the meeting with Manager Smith and Waste Pro. Discussion followed. Member Martini questioned how much Waste Pro has been fined by Lake County. Mr. Loftis stated approximately \$3,000.00. Member Martini stated that Lake County has fined Waste Pro approximately \$30,000. He further stated that he feels that the tax increase to the resident is to help offset the penalties on Waste Pro. Mayor O'Brien stated this item will be brought back in 30 days.

#### viii. RESOLUTION 2022-08: Non-Ad Valorem Assessment Roll for Lot Clean-Up

Mayor O'Brien closed the Town Council meeting at 7:23pm and opened the Public Hearing regarding proposed Resolution 2022-08. He then read the title of proposed Resolution 2022-08 for the record. There being no public comments, Mayor O'Brien closed the Public Hearing at 7:24pm and reconvened the Town Council meeting. Member Davit made a motion to approve Resolution 2022-08 as presented. Member David seconded the motion. Roll call vote was as follows: Roll call vote was as follows: Martini – aye, Williams – aye, David – aye, David – aye, and Rose – aye. Motion carried 5-0.

#### 4. OLD BUSINESS

#### a. **CONSENT ITEMS:**

#### b. MINUTES:

- i. Public Input Meeting Minutes: Lake Street Park July 7, 2022
- ii. Town Council Meeting Minutes July 12, 2022

August 9, 2022

- iii. Public Input Meeting: Ward Trail 90% Design Minutes July 11, 2022
- iv. Public Input Meeting Minutes: Lake St Park July 13, 2022
- v. Town Council Lake St Park Workshop Minutes July 26, 2022

Member Rose made a motion to approve the meeting minutes as presented. Member Davit seconded the motion. Roll call vote was as follows: Rose – aye, Davit – aye, David – aye, Williams -aye, and Martini – aye. Motion carried 5-0.

### c. OTHER ITEMS FOR CONSIDERATION

#### 5. NEW BUSINESS

- a. **CONSENT ITEMS:**
- b. ORDINANCE FOR APPROVAL/FIRST READING
  - i. ORDINANCE NO. 2022-08 Prohibition of Vaping or Smoking in Town Parks

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF WINDERMERE, FLORIDA, PERTAINING TO PUBLIC HEALTH, SAFETY AND WELFARE; AMENDING CHAPTER 22 OF THE TOWN'S CODE OF ORDINANCES ENTITLED "PARKS AND RECREATION" TO ADD A NEW SECTION 22-47 TO PROHIBIT OF **VAPOR-GENERATING** AND THE USE **SMOKING** ELECTRONIC DEVICES WITHIN THE BOUNDARIES OF **PUBLIC** PARKS; **FOR** TOWN-OWNED **PROVIDING** SEVERABILITY, CODIFICATION AND AN EFFECTIVE DATE.

Mayor O'Brien read the title of proposed Ordinance 2022-08 for the record. He then stated that the Second Reading/Public Hearing will be held at the next Town Council meeting, September 13, 2022, 6:00pm in the Town Hall.

- c. APPOINTMENTS
- d. CONTRACTS & AGREEMENTS
- e. FINANCIAL
  - i. <u>IVenture/CJS Communications Cell Phone Amplification Town Facilities</u> \$23,767

Mayor O'Brien introduced this item. Mr. Fitzgibbon explained that the improvement is needed for cell phone enhancements in the new facilities. He then stated that staff recommendation is to move forward with the improvement. Discussion was made regarding existing service, current building materials creating interference, and sole source/bids. Manager Smith stated the bidding process was not used. Mayor O'Brien stated equipment costs are close. Member Martini commented that he likes the idea of using someone who is familiar with the building; it's brand new. After some discussion was made, Member Davit made a motion to approve the not-to-exceed \$23,767.00 for cell phone amplification. Member Martini seconded the motion. Roll call vote was as follows: Martini – aye, Williams – aye, David – aye, Davit – aye, and Rose – aye. Motion carried 5-0.

# ii. Approval of IPO for Kimley-Horn for Old Main Street from 9<sup>th</sup> to 10<sup>th</sup> Avenue Stormwater Improvements: \$48,555.00

Mayor O'Brien introduced this item. He then turned the floor over to Mr. Hao Chau. Mr. Chau Page 5 of 8

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reviewed the proposed IPO. He then explained that the scope of work has increased for this project. Member Rose questioned the timeframe. Mr. Chau stated: data collections 4-6 weeks, 45% plans in a month and a half, then a month and a half for public and Town Council meetings, one month and a half for 45% plans, and based on approvals, approximately seven months. After some discussion was made, Member Williams made a motion to approve the IPO \$48,555.00. Member David seconded the motion. Roll call vote was as follows: Martini – aye, Williams – aye, David – aye, Davit – aye, and Rose – aye. Motion carried 5-0.

#### f. OTHER ITEMS FOR CONSIDERATION

# i. Ward Trail and Pedestrian Bridge 90% Plans Approval (Attachments-Board Option)

Mayor O'Brien introduced this item. Manager Smith introduced Mr. Mike Woodward with Kimley-Horn. Manager Smith stated that the he is aware of a few questions/concerns from the Tree Board and the Parks and Recreation Committee. He stated that he will work with them. Manager Smith stated that the 90% plans have been reviewed by the public as well. Member Martini stated he spoke with the parties concerned and stated that KHA is willing to work with the Town, so there is no reason to hold up the project. Discussion was made regarding the width of the path. Member Martini suggested the Mr. Woodward meet with Ms. Carter and Mrs. Hearst. Manager Smith commented that the species of plants was recommended by the Garden Club. Member Rose made a motion to approve the 90% Ward Trail Plans. Member David seconded the motion. Roll call vote was as follows: Rose – aye, Davit – aye, David – aye, Williams -aye, and Martini – aye. Motion carried 5-0.

# ii. Lake St. Parks Direction from Town Council as discussed at the July 26 Town Council Workshop:

- 1. <u>Direct Staff to work with Florida Environmental Protection Agency</u> on repaying or forgiveness on 2007/2008 FRDAP Grant
- 2. <u>Direct Staff to work with Land Planners to amend the Land Use</u> and Zoning to make these parks resident only.
- 3. Direct Staff to provide quotes to Town Council on fencing and gating the entrance ways to the parks.
- 4. <u>Direct Staff to work with Orange County, Butler Chain of Lakes Advisory Committee, Florida Wildlife Commission and Orange County Sheriff's Office on creating possible "No Wake", "No Motorized Watercraft" or "Swim Areas" along park waterfront.</u>

Mayor O'Brien introduced this item. Member Rose stated that she understands that no one wants that kind of noise/activities going on next to them. She further stated that the lakes do not belong to the Town of Windermere; they are County/State. Member Rose also stated that she does not like closing access to the parks and citing "Residents Only." She commented that enforcement of the posted rules and regulations needs to take place. Member Rose stated that citations need to be given, not just warnings. She then stated that she is not in favor of repaying the grant, building fences, and monitoring who belongs and who doesn't. Member Rose commented that the roof needed to be made less accessible. Mayor O'Brien commented on enforceability for the Police Department. Chief Ogden commented on the enforcement challenges. Discussion followed regarding enforcement, investigation, and trespassing. Member Davit commented on concerns with who will determines who is a resident if the lake is accessible from the lake. Chief Ogden stated the Security Guard would be responsible. He further stated that if a

fence is going to be installed, then a security guard should be there to man the entrance. Member Davit stated that he has concerns with making the situation worse. Member David stated she's not in favor of a gate. She then commented on issues that have taken place at the park. Discussion followed regarding "residents only." Mayor O'Brien commented on past history and issues with this park, which continue to get worse. He then stated that the quality of life for the residents needed to be considered. Member Martini agreed with Mayor O'Brien. He then stated that the grant needs to be paid back to protect the quality of life for residents. He then commented on the insulting actions and behaviors of those at the park currently. Member Martini read the second paragraph of the Town's preamble. Member Williams stated he's in agreeance with Member Martini. He stated that the conditions are "out of hand." Member Rose stated she does not see what will change with spending a lot of money. After discussion, additional discussion was made, and Member Davit stated that there needed to be a few adjustments for staff direction. He stated that #1 needed to be worded to "Direct staff to work with Florida Environmental Protection Agency to investigate repaying or forgiveness on the 2007/2008 FRDAP Grant." Mayor O'Brien stated that Council consent would be ok. Member Davit then commented on the "no wake" zones. Member Rose commented on #2 which states "Direct staff to work with Land Planners...," which has costs associated with it. Mayor O'Brien stated costs could be researched first, and that the actual approval of funds would need to be done by the Town Council. Member Davit questioned the steps and estimated costs to amend the Land Use and Zoning. Manager Smith stated that costs would be minimal as it's a Small-Scale Land Use amendment. He also stated that the Comprehensive Plan would need to be amended. Manager Smith commented that each item could work concurrently. He stated that if the Council would like to move forward, estimates can be researched and brought back to Town Council. Member Davit stated that item 4 is the most important to him. After some discussion was made, Member David made a motion to approve directing staff to work with Florida Environmental Protection Agency to investigate repaying or forgiveness of the 2007/2008 FRDAP Grant, ask Land Planners for costs to amend the Land Use, and Zoning to make these parks resident only, direct staff to provide quotes to Town Council on fencing and gating the entrance ways to the parks, and direct staff to work with Orange County, Butler Chain of Lakes Advisory Committee, Florida Wildlife Commission, and Orange County Sheriff's Office on creating possible "No Wake," "No Motorized Watercraft," or "Swim Areas" along park water front. Member Martini seconded the motion. Roll call vote was as follows: Rose - nay, Davit - aye, David - aye, Williams - aye, and Martini - aye. Motion carried 4-1.

#### 6. MAYOR & COUNCIL LIAISON REPORTS:

Mayor O'Brien opened the floor for liaison reports. Member Davit stated that the Project Meeting notes were submitted with the agenda packet. Member Martini commented on new dock height ordinances in Orange County. Manager Smith stated that Orange County was discussing rent control and a Tree Ordinance.

#### 7. STAFF REPORTS:

- a. TOWN MANAGER ROBERT SMITH Manager Smith reported on discussions regarding rent control, and upcoming meetings/workshops.
  - b. TOWN ATTORNEY HEATHER RAMOS No report.
- c. POLICE CHIEF DAVE OGDEN Chief Ogden reported on the upcoming staff, the first day of school, staff openings, and Deputy Chief Treadwell's retirement.
- d. JOHN FITZGIBBON for PUBLIC WORKS DIRECTOR TONYA ELLIOTT-MOORE Mr. Fitzgibbon reported on behalf of Director Elliott-Moore on Maguire Road maintenance, wind net replacements, service issues with Dobsons, and plantings projects. Mayor O'Brien complimented Public Works with their efforts with the roads and all the rain. Mr. Fitzgibbon also reported that that Director Elliott-Moore had been in contact with Orange County Public Schools regarding 9<sup>th</sup> and Oakdale Street.

#### TOWN OF WINDERMERE

# **Town Council Meeting Minutes**

August 9, 2022

e. TOWN CLERK DOROTHY BURKHALTER - Clerk Burkhalter reported that she assisted the Finance Department with the assessment letters, worked with legal regarding the Massee closing and the boathouses, and attended many past meetings.

Jim O'Brien, Mayor

#### 8. **ADJOURN:**

Mayor O'Brien adjourned the meeting at 8:34pm.

Dorothy Burkhalter, MMC, FCRM Town Clerk

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME-FIRST NAME-MIDDLE NAME	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE
Rose, Molly	Windermere Town (porcic
MAILING ADDRESS	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON
1 424 / MHIN 51	WHICH I SERVE IS A UNIT OF:
CITY A C COUNTY	COUNTY OTHER LOCAL AGENCY
CITY De much country	NAME OF POLITICAL SUBDIVISION:
Willes Journage	
DATE ON WHICH WOTE OCCURRED	MY POSITION IS:
9/12/22	ELECTIVE APPOINTIVE
	A

#### WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

#### **ELECTED OFFICERS:**

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

#### **APPOINTED OFFICERS:**

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the
minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

## **APPOINTED OFFICERS (continued)**

- · A copy of the form must be provided immediately to the other members of the agency.
- . The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- · You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the
  meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the
  agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST /	
I, Mally Cose , hereby disclose that on 7/12/ , 2022:	
(a) A measure came or will come before my agency which (check one or more)	
inured to my special private gain or loss;	
inured to the special gain or loss of my business associate,;	
inured to the special gain or loss of my relative,;	
inured to the special gain or loss of, by	
whom I am retained; or	
inured to the special gain or loss of, which	
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.	
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:	
If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.	
Date Filed  Date Filed  Signature  Signature	

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

From:

curtis cramer <ccramer25@outlook.com>

Sent:

Wednesday, August 3, 2022 3:27 PM

To:

**Dorothy Burkhalter** 

Subject:

Re: Solid Waste Non-Ad Valorem Special Assessment Notice

Gotcha Dorothy. I appreciate the clarification and honesty. Thank you for all you do

Sent from my iPhone

On Aug 3, 2022, at 2:32 PM, Dorothy Burkhalter < dburkhalter@town.windermere.fl.us> wrote:

Good afternoon Mr. Cramer -

I wanted to clarify that the \$319.46 is not an additional tax. It is the yearly assessment for solid waste services that have been on your tax bill for approximately 10 years. There is an increase that is approximately \$2.51 per month which requires all to be noticed.

We are aware of the industry wide issue and are working close with Waste Pro.

Kindest regards,

Dorothy Burkhalter, MMC, FCRM **Town Clerk** Town of Windermere 614 Main Street Windermere, FL 34786 407-876-2563 x 5323 407-876-0103 dburkhalter@town.windermere.fl.us

Florida has a very broad Public Records Law. Virtually all written communications to or from State and Local Officials and employees are public records available to the public and media upon request. This means email messages, including your e-mail address and any attachments and information we receive online might be disclosed to any person or media making a public records request. E-mail sent on the Town system will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual whose information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: curtis cramer < ccramer 25@outlook.com>

Sent: Tuesday, July 19, 2022 2:55 PM

To: Dorothy Burkhalter < dburkhalter@town.windermere.fl.us> Subject: Solid Waste Non-Ad Valorem Special Assessment Notice

#### Dorothy

I am in receipt of the Town's letter dated July 14, 2022 advising that I will be assessed \$319.46 additional. I am being taxed AGAIN, when will this end?? I have been paying for waster pickup 3 days a week — Tuesday, Wednesday and Friday for over 20 years. Over the last several months, I have received pitiful service yet still paying for the service. I pay for 3 days and have been receiving 2 days and in many weeks only 1 pickup. My garbage cans sit out front of the house for days. Now you want to assess me more money. I pay an exorbitant amount of property taxes as is. Now the leadership wants to increase my taxes even more. This is unacceptable. I suggest the town review the expenses and see where they can cut expenses just like your town residents and families do when in a financial crunch. This is unacceptable and would appreciate my voice, this email be shared w/ leadership.

Curtis Cramer *sdg* 407-808-0302



Please see below.

Thank you,

Dorothy Burkhalter, MMC, FCRM
Town Clerk
Town of Windermere
614 Main Street
Windermere, FL 34786
407-876-2563 x 5323
407-876-0103
dburkhalter@town.windermere.fl.us

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From: Raoul Quintero < mdsunshine@gmail.com >

Sent: Tuesday, July 19, 2022 9:23 AM

To: Dorothy Burkhalter < dburkhalter @town.windermere.fl.us >; Raoul Quintero < mdsunshine@gmail.com >; Ofelia

Quintero <ofe1@aol.com>

Subject: Solid Waste Non-Ad valorem assessment/Street lights non-ad valorem assessment

Dear Ms. Burkhalter,

We are in receipt of your correspondence of July 14, 2022, on the two subjects referenced in the above subject line. As part of the Willows at Lake Rhea community, we were wondering about the assessment notices and would appreciate your feedback and guidance.

- 1. The solid waste assessment levied on our parcel is \$319.46. May I kindly ask how this amount was calculated? By completing a cost accounting calculation for increases allowable by the resolution and Florida Statutes, which is posted on the Town website for prior years, (and will be posted again once it is approved by Town Council.)
  - 2. Is this intended to be a one-time amount? Payable how? Due when?

This is a one time, annual fee for solid waste/recycling and yard waste pickup. Same method as above. It is placed on your tax bill.

3. I am sure you are aware of the inconsistencies we have had as of late with the services from the waste collection company (Waste Pro), and the inadequate lack of services we are receiving. Frankly, I was expecting to see a reduction in the actual costs due to the insufficient services to date.

I understand your frustration with the recent service that our current vendor Waste Pro is having. Unfortunately, this is a nation-wide problem in staffing shortages with ALL solid waste vendors, not just Waste Pro. They have worked tirelessly with the Town to address this shortage and we are hopeful that the issues will be resolved sooner rather than

1 . .

later. They have had repeated hiring campaigns which have lessened the impact of not enough workers, which you understand effects everyone in customer service industries. The cost increase is based on the CPI (consumer price index) and the increase in costs of doing business as well as increases at the landfill. Unfortunately, Inflation affects all of us.

On the street lights assessment:

1. I am assuming the entirety of the assessment of \$16,372.80 was divided amongst the 144 parcels in the development. Is this correct? Should this cost not be absorbed by the entirety of the Town of Windermere?

Yes, the calculation is correct.

The Willows is an HOA and not governed by the Town of Windermere. An agreement between the Town and the Willows HOA was created on December 11, 2012 - giving notice of intent to utilize the uniform method of collection to place the cost and expense of streetlights on the tax bill of the Willows residents. This information can be found on the town web site and your HOA.

2. Is this intended to be a one-time amount? Payable how? Due when?

As the letter states, this is a one-time annual charge, it is placed on your tax bill as a non ad valorem assessment payable once a year, sent to you by the Tax Collector in November.

Thank you in advance for your help in responding to my concerns.

I am looking forward to attending the hearing on the 9th of August.

Respectfully,

Raoul Quintero (407) 694-8906 mdsunshine@gmail.com

From:

Ruby Cruciana < rcruciana@gmail.com>

Sent:

Wednesday, July 20, 2022 8:50 AM

To:

Dorothy Burkhalter

Subject:

Solid Waste.

#### Dorothy,

In regards to the letter I received regarding increase in fee for waste pickup, I OBJECT because for the last several months they have NOT done so many days. One week they did not show up at all. In addition to missing many days they have destroyed my trash cans, for which I have had to buy new ones, by throwing them once they have emptied the trash. I don't mind paying but not for poor service.

I have called Waste Pro several times regarding the situation and I was told that they could not get help and I understand that;however, I don't feel I have to pay for their unfortunate problems.

Due to being out of town the day of the council meeting I am letting you know my vote. I strongly oBJECT TO AN INCREASE.

THANK YOU FOR YOUR WORK FOR THE TOWN. RUBY CRUCIANA

From: Mac Axelrod <axelrodmac@gmail.com>

**Sent:** Friday, July 22, 2022 10:11 AM

To: Dorothy Burkhalter

Subject: Re: Solid Waste Assessment

#### Hi

Thank you for passing my comments forward.

To respond to your information about notification of missed pick ups, the system obligates ME the paying customer to determine that Waste Pro did not pick up my waste. It is wrong that I am not notified. In addition, the garbage is out since there isn't advanced notice. This garbage gets rained on; foraged by vermin and blown across the neighborhood. It is impossible to support greater pay for such horrible service. We are all facing labor shortages in our business. My business is ridiculously short staffed. This is no excuse for not honoring obligations or refunding funds for decreased service

Thanks

From: Dorothy Burkhalter <dburkhalter@town.windermere.fl.us>

**Date:** Thursday, July 21, 2022 at 11:25 AM **To:** Mac Axelrod <axelrodmac@gmail.com>

Subject: RE: Solid Waste Assessment

#### Good morning -

I will forward your comments to the Mayor, Town Council and Town Manager. Please note that there is notification of service delays on the Town's website as well as all social media. Currently there is an industry wide situation. The Town has been in contact/meetings with the hauler Waste Pro and are working to keep the residents informed. Waste Pro as well as other haulers is having problems with staffing (drivers/riders), the landfills are also in short staffing, leaving dumping issues. Please know that all are actively seeing the best solution. We appreciate your continued patience as we work towards this industry wide solution.

#### Regards,

Dorothy Burkhalter, MMC, FCRM
Town Clerk
Town of Windermere
614 Main Street
Windermere, FL 34786
407-876-2563 x 5323
407-876-0103
dburkhalter@town.windermere.fl.us

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From: Mac Axelrod <axelrodmac@gmail.com>

Sent: Thursday, July 21, 2022 11:08 AM

To: Dorothy Burkhalter < dburkhalter@town.windermere.fl.us>

Subject: Solid Waste Assessment

#### Ms Burkhalter

I am writing in protest of any rate increase for solid waste management. Our current service in the town of Windermere are substandard. We have had multiple days of no service. There has been no notification of a delay nor any communication around when the pick up will occur. This has left my communities streets full of garbage cans and when there are storms, soaked boxes and wind blown trash. Any rate increase has to be coupled with refunds for the continued poor service along with a written plan for communicating when days will be missed and what day the delayed service will occur.

Thank you Mac Axelrod 1211 Estancia Woods Loop Windermere, FL. 34786

From: Drew Pramik <dpramik@gmail.com>
Sent: Saturday, July 23, 2022 12:03 PM

To: Dorothy Burkhalter
Cc: Drew Pramik

Subject: SOLID WASTE and STREETLIGHT assessments

Dear Dorothy,

I received your letters dated 14 JULY.

A couple of questions please and hopefully some useful input from me.

Aren't these costs already in my taxes? Is this in addition to those taxes?

#### Re Waste collection:

- 1)As we all know their services have been lacking badly for the past year, at least. I know there have been issues with retention of employees, etc but they have missed many collections of waste and recycling. Are we getting reimbursed when they do not pick up? Are they expecting to get paid for services not rendered? If yes, why?
- 2) they are ruining our roads with their oil leakage. Can't they be held liable for this? Can't they maintain their vehicles better? Also, I find crushed glass and other debris on the road at least once a month that I go out and sweep up.
- 3) I visit Satellite Beach, FL Tourtise Island neighborhood quite often and they have 1 driver with mechanical arms that the driver can pick up all trash by himself. No one else on the truck, just one driver. This looks MUCH more efficient and they use only that trash companies trash/recycle cans. Could we look into another company providing that service and see if it is economically a better solution? They also do a MUCH better job of picking up yard waste and not worried about details of how it is bundled or length, etc. They have not had a single issue during or after COVID of missing pickups, etc and are there like clockwork every week. We have not had consistent trash services in 2-3 years!

Re Lighting:

I thought Duke Energy maintains street lights and that cost is included in my taxes and/or electric bill?

I'd guess that 90% of poles falling down are a result of lawn companies weed whacking through the bottom of the poles and therefore falling over. Can't DUKE figure this out and put a thick metal collar around the bottom of the poles? Real simple and a cheap fix. Or do they simply not care and just pass along the cost to us?

Thanks,

Drew

Sent from my iPhone Drew Pramik 11142 Willow Gardens Dr Windermere 407-492-1226

From:

Jason Roland < jay@bigattack.com>

Sent:

Sunday, July 24, 2022 11:23 AM

To:

Dorothy Burkhalter

Subject:

RE: Solid Waste

Please enter into the record:

I am not, objecting to the assessment per say.

But I would like to point out our trash service has been "less than" standard for a few months now. I understand there are staffing issues, however Orange County manages to pickup trash on time.

I believe that we should consider rebidding this contract, or merging / paying Orange County for the service. If this was done, the solid waste costs may be brought under control and not needed to be adjusted.

(None of this reflects on the actual "Workers" who are on the truck daily, they are hardworking nice folks)

Thanks
Jason Roland
1 1st Court.

From: Ruby Cruciana < rcruciana@gmail.com> Tuesday, July 26, 2022 6:25 AM Sent: To: Dorothy Burkhalter Re: Solid Waste. Subject: Follow Up Flag: Follow up Flag Status: Completed Dorthy,. Good morning. Well, they did not pick up yard trash on Lake Butler Blvd last week. Town manager needs to drive down our street to understand what is going on. On Wed, Jul 20, 2022, 9:14 AM Dorothy Burkhalter < <a href="mailto:dburkhalter@town.windermere.fl.us">dburkhalter@town.windermere.fl.us</a> wrote: Good morning -Thank you for your comments. I will be sure to forward to the Mayor and Town Council. Have a great day! Dorothy Burkhalter, MMC, FCRM Town Clerk Town of Windermere 614 Main Street Windermere, FL 34786 407-876-2563 x 5323 407-876-0103 dburkhalter@town.windermere.fl.us

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information is exempt under 119.071, Florida Statutes, please so indicate in your email or other communication. If you have any questions about the Florida public records law refer to Chapter 119 Florida Statutes.

From: Ruby Cruciana < <a href="mailto:rcruciana@gmail.com">rcruciana@gmail.com</a> Sent: Wednesday, July 20, 2022 8:50 AM

To: Dorothy Burkhalter < dburkhalter@town.windermere.fl.us >

Subject: Solid Waste.

Dorothy,

In regards to the letter I received regarding increase in fee for waste pickup, I OBJECT because for the last several months they have NOT done so many days. One week they did not show up at all. In addition to missing many days they have destroyed my trash cans, for which I have had to buy new ones, by throwing them once they have emptied the trash. I don't mind paying but not for poor service.

I have called Waste Pro several times regarding the situation and I was told that they could not get help and I understand that; however, I don't feel I have to pay for their unfortunate problems.

Due to being out of town the day of the council meeting I am letting you know my vote. I strongly oBJECT TO AN INCREASE.

THANK YOU FOR YOUR WORK FOR THE TOWN.

**RUBY cRUCIANA** 

From: Teresa Aken <tkaken@cfl.rr.com>
Sent: Monday, August 1, 2022 11:55 AM

To: Dorothy Burkhalter

Cc: 'Kurt Aken'; tkaken@cfl.rr.com

Subject: Solid Waste Non-Ad Valorem assessment

Good morning Dorothy.

We do plan to attend the Town's meeting on this topic August 9. We also wanted to send a letter stating our opposition to the assessment.

In the letter of July 14 sent to us by the Town of Windermere, there is no explanation as to why this assessment is being considered. If additional information can be shared with us prior to the August 9 meeting it would be appreciated.

Recently Waste Pro sent information to Town residents stating their plans to rectify issues they've been experiencing which have resulted in service delays and disruptions. Are the delays and disruptions the reason for the assessment? If so there are other solutions that could be tried first before an assessment is applied.

Thank you, Teresa Aken 70 Forest St.

From: Teresa Aken < tkaken@cfl.rr.com>
Sent: Wednesday, August 3, 2022 9:05 AM

To: Dorothy Burkhalter

Cc: 'Kurt Aken'; tkaken@cfl.rr.com

Subject: RE: Solid Waste Non-Ad Valorem assessment

Thank you so much for taking time to provide additional information. I do have 1 question – if the rate increase is \$2.51 per month (approximately \$30 per year) why is the assessment 319.46?

From: Dorothy Burkhalter [mailto:dburkhalter@town.windermere.fl.us]

Sent: Tuesday, August 2, 2022 9:05 AM To: Teresa Aken <tkaken@cfl.rr.com>

Subject: RE: Solid Waste Non-Ad Valorem assessment

Good morning -

My apologies for the delay in the response, I was out yesterday. The letters that were mailed out is what is required to advise of the slight increase for solid waste services, \$2.51 per month. The total amount will be assessed to your annual tax bill, as in the past. This is an annual assessment that has been in place for years and is assessed on your annual tax bill.

This assessment does not have any connection to the Waste Pro letter that you received. Waste Pro has had servicing issues do to staffing. They have hosted many employment job fairs without much luck. This is an industry wide problem as well.

Please reach out to me either by phone or email should you have any further questions or concerns.

Thank you,

Dorothy Burkhalter, MMC, FCRM Town Clerk Town of Windermere 614 Main Street Windermere, FL 34786 407-876-2563 x 5323 407-876-0103

dburkhalter@town.windermere.fl.us

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From:

Dennis Brabec <dennis.b520@gmail.com>

Sent:

Wednesday, August 3, 2022 12:24 PM

To:

**Dorothy Burkhalter** 

Cc:

Jim O'Brien; Andy Williams; Bill Martini; Mandy David; Tony Davit; Molly Rose

Subject:

Solid Waste Public Hearing questions

1. It's nice that we are told what the Town expects to recover and collect by the assessment. However, what is the expected Town's EXPENSES in regard to this service?

2. The stated plan going forward is to adjust the assessment by an index. How will this relate to the actual Town EXPENSES for this service? My opinion is that the assessment should strictly be based on the annual cost to the Town, not some index that could cause a plus or minus imbalance.

**Dennis Brabec** 

From:

Nora White

Sent:

Thursday, August 4, 2022 8:53 AM

To:

dennis.b520@gmail.com

Cc:

Robert Smith; Jim O'Brien; Andy Williams; Bill Martini; Tony Davit; Molly Rose; Mandy

David; Dorothy Burkhalter; Heather M. Ramos (Heather.Ramos@gray-robinson.com)

Subject:

RE: Solid Waste Public Hearing questions

Good morning Mr. Brabec,

The method of allocating solid waste services is the same, meaning there have been no changes to the full cost accounting method as determined by the resolution and ordinance approved by Town Council. The resolution, Ordinance and Florida Statutes dictate how the Town can bill for Solid Waste collection. If there are anticipated changes to the current resolution, it will be discussed at the August 9<sup>th</sup>, 2022 public hearing.

The expense is calculated by the cost of services provided by our current vendor as well as direct and indirect costs of the non- ad valorem assessments. Direct costs are based on the cost of doing business, CPI increases and increase in costs by the landfill. Indirect or Admin costs include but not limited to the following:

Full cost accounting preparation, monthly data entry from property appraiser to record disbursements, data entry for refuse assessments between the vendor and Town staff, verification of tax roll for special assessments for placement of the non-ad valorem assessments with the property appraiser, coordination of distributing letters to residents and the cost of placement of said letters with the Orange County Property Appraiser, recording and advertising the resolution.

My response is below highlighted in red. Please scroll down to your original email.

Kind regards,

Nora White Finance Director

Town of Windermere 614 Main Street Windermere, FL 34786

email: nwhite@town.windermere.fl.us

Phone: 407-876-2563 Ext 5322

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From: Dorothy Burkhalter < dburkhalter@town.windermere.fl.us>

Sent: Wednesday, August 3, 2022 12:31 PM To: Nora White <nwhite@town.windermere.fl.us> Subject: FW: Solid Waste Public Hearing questions

See below.

Dorothy Burkhalter, MMC, FCRM Town Clerk Town of Windermere 614 Main Street Windermere, FL 34786 407-876-2563 x 5323 407-876-0103

dburkhalter@town.windermere.fl.us

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From: Dennis Brabec < dennis.b520@gmail.com> Sent: Wednesday, August 3, 2022 12:24 PM

To: Dorothy Burkhalter < dburkhalter@town.windermere.fl.us>

Cc: Jim O'Brien <jobrien@town.windermere.fl.us>; Andy Williams <a williams@town.windermere.fl.us>; Bill Martini

<bmartini@town.windermere.fl.us>; Mandy David <mdavid@town.windermere.fl.us>; Tony Davit

<tdavit@town.windermere.fl.us>; Molly Rose <mrose@town.windermere.fl.us>

Subject: Solid Waste Public Hearing questions

1. It's nice that we are told what the Town expects to recover and collect by the assessment. However, what is the expected Town's EXPENSES in regard to this service? It is a requirement of the full cost accounting method that we disclose the revenue and expenditures for solid waste collection. It will be discussed at the Public hearing, August 9th, 2022.

p	2. The stated plan going forward is to adjust the assessment by an index. How will this relate to the actual Town
	EXPENSES for this service? My opinion is that the assessment should strictly be based on the annual cost to the Town,
	not some index that could cause a plus or minus imbalance. Your opinion is noted, and this "adjustment" is to be
	discussed at the August 9 <sup>th</sup> , 2022 public hearing.

**Dennis Brabec**