



**CITY OF CLERMONT
CITY COUNCIL MEETING
CLERMONT CITY HALL
AGENDA**

3:00 PM, Tuesday, December 9, 2025

Welcome to our Council meeting. In the interest of time efficiency and ensuring that everyone who wishes to address the Council is given the opportunity to do so, the following will apply to all comments made by the public. Each speaker will be permitted 3 minutes to address the Council. These time limits may be extended by the Mayor or by majority vote of the Council. To avoid disruption of the meeting, speakers should avoid inappropriate language, personal attacks and derogatory statements and direct comments to the Council. Everyone is requested to be respectful of each other even when we disagree. All public comments should be directed to the Council, and the issue at hand. Everyone should avoid personal attacks and derogatory statements. Thank you for participating in your City Government.

CALL TO ORDER

INVOCATION & PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

CONSENT AGENDA

The next portion of the meeting is the consent agenda which contains items that have been determined to be routine and non-controversial. If anyone in the audience wishes to address a particular item on the consent agenda, now is the opportunity for you to do so. Additionally, if staff or members of the City Council wish to speak on a consent item, they have the same opportunity.

Item No. 1 - Meeting Minutes Approval

Consider minutes approval of the October 21, 2025, CRA/Council Joint Workshop and the October 28, 2025, Council Meeting.

Item No. 2 - Council Meeting Calendar Approval

Consider the 2026 meeting calendar.

Item No. 3 - Surplus Request

Consider declaring end-of-life inventory as surplus from Public Services, Parks and Recreation, Finance, and Information Technology and provide disposal per the Procurement Policy.

Item No. 4 - Surplus City Property

Consider declaring surplus property (5,222 sq. ft.) along Carroll Street as part of the Pendler Agreement.

Item No. 5 - Lake County Water Authority Agreement

Consider approval of the Lake County Water Authority Agreement from October 1, 2025 to September 30, 2026.

**Item No. 6 - Change Order Approval
*Vision and Activation Plan***

Consider approval of Change Order 1 to the contract with ABA Ethos, LLC., for additional services in the budgeted amount of \$49,500.

**Item No. 7 - Grant Application & Budget Amendment
*FL Urban and Community Forestry***

Consider approval to apply for the Florida Forest Services Tree Planting Grant Program and budget amendment.

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Item No. 8 - Grant Application & Budget
Amendment
FDEP Garbage Truck Project

Consider approval to apply for a Grant through the Florida Department of Environmental Protection and Budget Amendment.

Item No. 9 - Interlocal Agreement Amendment
Wellness Way Consulting Services

Consider approval of the third amendment to extend an additional 5 years to September 30, 2030, with the County providing funding not to exceed an additional \$35,000 per year and retroactive application to October 1, 2025.

Item No. 10 - Sole Source Agreement
Public Services

Consider sole-source term agreement approval with Xylem Water Solutions USA, Inc. for the acquisition of Flygt pumps, parts, and repairs.

Item No. 11 - Request For Proposal Award
Real Estate Broker and Appraisal

Consider award approval of the RFP and execute a Term Contract with The Urban Group, Cushman & Wakefield, and Saunders Real Estate to acquire brokerage and appraisal services.

Item No. 12 - Bid Award and Budget Amendment
Pier Removal

Consider approval to award the bid to Flo Construction Company for the demolition and removal of two hurricane-damaged piers in the total budget amendment amount of \$135,000.

Item No. 13 - Bid Award
Electrical Rehabilitation To Lift Stations

Consider awarding a bid to RCM Utilities, LLC to provide electrical rehabilitation to lift stations 15, E2, and E21 in the budget amount of \$224,760.

Item No. 14 - Bid Award
Grounds Maintenance Services for ARC facility

Consider approval to award a Term Contract to Quality By Design, Inc. to provide landscaping services for the Arts and Recreation Center.

Item No. 15 - Piggyback Term Agreement
Public Services

Consider piggyback approval of Seminole County Term Contract No. IFB-605032-25 with Ferguson Enterprises, LLC DBA Ferguson Waterworks for inventory parts for utilities operations.

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Item No. 16 - Piggyback Purchase Approval and
Budget Amendment
IT Equipment

Consider approval to purchase under
OMNIA Partners Contract Nos. NCPA
01-170 and 01-125 with Verteks
Consulting, Inc. and RingCentral, Inc.
for updated telecommunication system
and conferencing room equipment and
budget amendment of \$185,000.

Item No. 17 - Piggyback Purchase Approval
Brush Truck for Fire Station No. 5

Consider purchase approval under
Florida Sheriffs Association
Cooperative Purchasing Program
Contract No. FSA25-VEF19.0 with
Ten-8 Fire & Safety, LLC to purchase a
Type-6 wildland firefighting brush
truck in the budgeted amount of
\$570,000.

Item No. 18 - Piggyback Purchase Approval
FS No. 5 Temporary Site

Consider purchase approval under
Sourcewell Contract No. 120822-BXX
with BOXX Modular, Inc., for Fire
Station 5 temporary bunk house in the
amount of \$240,470.

Item No. 19 - Emergency Purchase Approval and
Budget Reallocation
FS No. 5 Temporary Site

Consider approval to execute an
emergency purchase with GP
Construction for the design and
construction of an apparatus bay,
equipment storage structure and install
living facility for the interim Fire
Station 5 and a budget reallocation in
the amount of \$621,184.

Item No. 20 - Board Appointments

Consider appointing Vincent Niemiec,
David Colby and Ebo Entsuah to the
Planning and Zoning Commission;
Kelly Cartier to the Police Officers
Pension Board of Trustees; and Debra
Vallier to the Code Enforcement Board.

UNFINISHED BUSINESS

Item No. 21 - Amendment to Resolution No.
2023-023R

Consider a waiver of condition to
resolution.

Item No. 22 - Ordinance No. 2025-039 *Intro/
Transmittal
Ivey Ridge LSCPA*

Consider the land use change from
Lake County Urban Low to City of
Clermont Low Density Residential.

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Item No. 23 - Ordinance No. 2025-040 *Intro
Ivey Ridge Rezoning*

Consider zoning change from Lake County Planned Unit Development to City of Clermont Planned Unit Development.

NEW BUSINESS

Item No. 24 - Variance Request
462 W. Osceola Street

Consider two variance requests to allow for a side yard setback from 7.5 ft to 0 ft and a rear yard setback from 25 ft to 23 ft for a detached garage to be installed.

Item No. 25 - Variance Request
NE of Ryan and Chestnut Street

Consider five variance requests to allow for a duplex to be constructed on a vacant parcel.

Item No. 26 - Variance Request
582 E. Desoto St.

Consider variance requests to allow for a secondary residential driveway access within 100 linear feet; and to allow a driveway to encroach into the rear yard setback to be less than the minimum requirements of the special setback.

Item No. 27 - Variance Request
Walmart

Consider two variance requests to allow for a fence to be more than six feet in a commercial district; and to allow for a shipping container to be used for a drone delivery service for a longer time period allowed under a temporary structure permit.

Item No. 28 - Ordinance No. 2026-001 *Intro
Accessory Dwelling Units*

Consider the introduction of the ordinance of the proposed impact fee reduction for ADU's.

REPORTS

PRESENTATIONS

Item No. 29 - Request For Proposal Award

Presentations of the top 3 bidders for the Public Communication, Social Media and Brand Management Services.

ADJOURN

**CITY OF CLERMONT
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Public Notice

Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and to stand and recite the Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Council Chambers or exit the City Council Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance.

Meeting agendas are available on the city website and are posted within the first floor of City Hall.

Should any person desire to appeal any decision of the City Council with respect to any matter to be considered at this meeting, that person shall ensure that a verbatim record of the proceedings is made including all testimony and evidence upon which any appeal may be based (F.S. 286.0105).

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding may contact the Office of the City Clerk at (352) 241-7331 (Voice) no later than two (2) business days prior to the proceeding or by contacting the City Clerk's Office at cityclerk@clermontfl.org. TTY users may call via 711 (Florida Relay Service) no later than two (2) business days prior to the proceeding.

Please be advised that if you intend to show any document, picture, video or items to the Council or Board in support or opposition to any item on the agenda; a copy of the document, picture, video or item must be provided to the City Clerk for the City's records.

City of Clermont
MINUTES
CITY COUNCIL/CRA JOINT WORKSHOP
October 21, 2025

CALL TO ORDER

Council Member Myers provided the invocation followed by the pledge of allegiance.

Deputy City Manager Matthys introduced the city's new Urban Designer and Economic Development Director.

AGENDA ITEMS

1. Alternative Water Supply Presentation

Public Services Director Brunson presented an update on the Alternative Water Supply project for the City of Clermont and Lake County. The city was awarded a \$500,000 Department of Environmental Protection grant to look at long-term options for alternative water sources, including reclaimed and reuse water. The city currently has a Request for Qualifications out and are reviewing proposals to bring on an engineer who specializes in this type of work and will help guide the study. The goal is to take a regional, collaborative approach with Lake County, utility providers, and other partners to make sure future water needs are planned in a sustainable way. Once the engineer is selected and work begins, we will return to Council with a more detailed presentation and next steps as the project moves forward through the 2028 grant timeline.

Public Services Director Brunson provided examples of alternative water sources for irrigation in Florida:

1. Reclaimed (recycled) water
2. Stormwater harvesting
3. Rainwater harvesting
4. Surface water withdrawals

The study is focused on finding the best mix of alternative water sources for irrigation. That could include reclaimed water, stormwater capture, potential reservoir storage, and possibly limited use of the lower aquifer, but those decisions will be guided by the district and the engineer once they are on board. The goal is to conserve as much water as possible and reduce reliance on wells, since the less stormwater and reclaimed water we capture, the more we will have to depend on groundwater. This will need to be a cooperative effort since a shared solution like a reservoir could benefit everyone. This will likely be a combination of several approaches to ensure the region has a sustainable irrigation water supply moving forward.

Lake County Commissioner Parks thanked everyone and said Lake County was glad to be part of the partnership. He acknowledged it has been a long and sometimes tricky process, especially working with the neighboring county, and said Lake County is looking forward to working together with the City and partners to move it forward.

Mayor Murry opened public comments.

Kurt Shuh, address restricted - suggested zeroscape landscaping.

Mayor Murry closed public comments.

Discussion ensued on the New Yard pattern book that City Council adopted.

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2. Meet Us in the Middle®

Jeff Powell, Principal of Powell Studio Architecture, presented a PowerPoint presentation regarding the Meet Us in the Middle® project.

The presentation provided an overview of the Meet Us in the Middle® project, highlighting the integration of public spaces, memorials, and waterfront access. Key features include a Veterans Memorial and a First Responders Memorial, tiered seating, ADA-accessible pathways, a gazebo, fixed and floating docks, and green spaces for public use and events. The design maximizes the existing site grade and seawall, incorporates Florida friendly landscaping, and allows for future expansion and flexibility. The memorial areas are designed to honor multiple branches of the military and first responder departments, with space to grow over time. The project also anticipates community engagement, events, and recreational use, with careful attention to safety, accessibility, and aesthetics. The current budget estimate for the full project, including landscaping, docks, utilities, and site improvements, is just under \$12.5 million.

Mayor Murry opened public comments.

Kurt Shuh, Veteran – thanked Council and stated it would be a great addition and bring visitors to downtown.

Anna Sinclair, 575 W. Minneola Avenue - talked about the trail, suggesting covered bike parking and a volunteer bike valet to keep bikes safe and encourage people to visit downtown Clermont.

Dwayne Worth, VFW Post 5277 – stated that the Veterans Memorial would be a meaningful tribute for veterans and first responders in the community.

Jason Hunts, 4131 Mount Pleasant, Groveland – a memorial will represent that veterans are not forgotten.

Mark Koloc, 3658 Rolling brook Street – chose to move to Clermont because of the Veteran community.

Robert Mock, 270 Division Street – envisioned putting a Veterans and First Responders Memorial at Meet Us in the Middle® because it is a central, peaceful spot where people gather. Other locations were out of the way or less accessible, and this site lets visitors reflect, connect with the community, and honor those who served. He encouraged support for the project, saying It is a meaningful way to show respect for veterans and first responders.

Vincent Niemiec, Regency Hills– stated his love for the project, inquired on the number of phases to build and when the parking garage would be included.

Charlene Forth, 939 W. Desoto Street – expressed concern that the project will take away downtown Clermont’s historic, quiet spots, like the pier, that locals and veterans really value.

Charles Forth, 939 W. Desoto Street – urged the city to respect Clermont’s history, avoid putting boats at the memorial pier, and ensure taxpayers are not funding amenities that mainly benefit a few.

Jenny May, 4062 Greystone Drive – suggested adding bike storage, dark-sky lighting, water stations, using tiered seating for activities like yoga, and possibly a brick dedication fundraiser to enhance the project.

Mayor Murry closed public comments.

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Discussion centered on the waterfront park project's design, amenities, funding, and phasing. Key community focused elements include bike parking and storage, water bottle stations, fishing access, proper safety lighting, and ADA compliant tiered seating. The LiveWell Foundation funded the tiered seating as a wellness initiative, emphasizing reflection, mental health, and group activities, with careful attention to turf, accessibility, and versatile public use. The Veterans Memorial and First Responders Memorial were highlighted as civic priorities, with the location chosen for visibility along the trail and to appropriately honor veterans. While amplified music will follow existing ordinances, the tiered seating is not designed for performances, maintaining flexibility for public activities.

Funding, timeline, and phasing were also major topics. Initial project costs ranged from \$6 to 8 million and have grown, with roughly \$15 million in recreation impact fees available. Phasing is necessary, especially for docks requiring Army Corps permitting, which can take about twelve months, though starting early could save six months. Council and CRA emphasized moving forward with the Veterans Memorial, First Responders Memorial, and LiveWell components, while other features, like docks, interactive art, and hardscape may be phased. Additional design work may be needed to address stormwater, ADA compliance, and site integration, with construction drawings on track for May completion and full construction potentially finishing by 2028. The next council meeting will address funding and approval for the initial section, while DPZ and the American Bicycle Association are expected to provide broader lakefront design recommendations by spring.

3. Sharing Expenses of Downtown Code from DPZ

Discussion focused on funding responsibility for downtown improvements, emphasizing that projects benefiting the Community Redevelopment Agency area should primarily be paid for by the Community Redevelopment Agency. Since the Community Redevelopment Agency operates at a higher millage rate and exists to enhance and reinvest in the redevelopment area, the position was that it should cover more of its own costs, especially given significant past general fund investments such as Victory Point and the downtown water and brick project.

The conversation centered on the approximately \$450,000 cost of the DPZ downtown code update and whether the Community Redevelopment Agency should reimburse part of that expense. While the project had already been approved and funded, consensus from City Council and the Community Redevelopment Agency Board was to have the Community Redevelopment Agency cover 50 percent of the cost, or roughly \$200,000, which would require a formal vote at a Community Redevelopment Agency meeting and a budget amendment. Overall, there was agreement to move it forward for Community Redevelopment Agency consideration.

4. Parking Garage Plans

Staff received preliminary concepts for a downtown parking garage, with options ranging from three to five stories and costs between \$9.29 million for 292 spaces and \$17.94 million for 737 spaces. Larger designs include a flyover feature across the ArtWalk, allowing for mixed-use space and covered pedestrian areas beneath, which could enhance walkability and create a unique downtown feature. While more spaces reduce the cost per space, there is concern about placing a large garage in the heart of a potentially pedestrian-focused downtown.

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Conversation centered on whether a garage is truly needed, where it should be located, and how it should be funded. Some expressed concern that placing a garage on Seventh Street could conflict with long term goals of a pedestrian oriented core. There was discussion about the De Hoya property possibly being a more appropriate location, highlighting its size, topography, and potential for mixed-use development, while preserving valuable waterfront views.

There was strong consensus that before committing to a major investment, the city should wait for guidance from planning consultants, DPZ to define the vision for downtown and determine the best placement and design for parking infrastructure. Pausing for expert input could avoid costly mistakes, ensure community consensus, and lead to better long-term outcomes.

5. Art Walk (DeHoya Property)

Discussion ensued with consensus of moving forward with purchasing the De Hoya property to extend the ArtWalk, with the contract finalized and ready to be sent to the seller and preliminary design concepts expected within two months from staff and outside consultants, with input from DPZ. Broader concerns were raised about funding responsibility, emphasizing the need to clearly define what should be paid by the Community Redevelopment Agency versus the general fund, especially given the Community Redevelopment Agency's available reserves and unspent grant funds. While the purchase is proceeding despite the Community Redevelopment Agency not currently funding it, the importance was stressed of creating consistent standards for how Community Redevelopment Agency funds are used so future projects are handled more transparently and equitably.

6. Comprehensive Plan Funding for Community Redevelopment Agency (CRA)

The Community Redevelopment Agency redevelopment plan is ten years old and mostly outdated, all agreed it is time to update it, ideally alongside the city's comprehensive plan and land development regulations. They discussed using DPZ for the update and possibly funding it through a mix of Community Redevelopment Agency reserves and the general fund, making sure expenditures are appropriate and benefit the Community Redevelopment Agency area. There was also conversation about grants and incentives, some money has not been used because the rules might be too narrow or complicated. The idea was to make it easier for both businesses and residents to access, including options like reducing impact fees for Additional Dwelling Units to encourage infill and affordable housing. Discussion also touched on parking, particularly for zero lot line buildings downtown, and the importance of encouraging higher density development with solutions like a parking garage. Consensus was to move forward on getting proposals for updating the Community Redevelopment Agency plan and possibly addressing street parking issues downtown, aiming to schedule the next Community Redevelopment Agency meeting so work can start.

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ADJOURN: With no further comments, this workshop adjourned at 6:13 pm.

APPROVED:

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
October 28, 2025

CALL TO ORDER

The City Council met in a regular meeting on Tuesday, October 28, 2025, at 3:00 pm in the Clermont City Council Chambers. Mayor Murry called the meeting to order at 3:00 pm with the following Council Members present: Council Members Strange, Howard, Myers and Petersen.

Other City officials present were City Manager Van Wagner, City Attorney Waugh, and City Clerk Howe.

INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Brumfield from St. Marks AME Church gave the invocation, followed by the Pledge of Allegiance.

PUBLIC COMMENT

Joe Fumasi, 2693 Jumping Jack Way – thanked the Fire Department for their presence in Wellness Way.

Banks Helfrich, 9600 Sams Lake Road – spoke about voting rights and election day.

Mayor Murry announced that Cypress Ridge Elementary was hosting a program for veterans on Monday, November 10 at 8:30am breakfast and 9am service.

AGENDA CHANGES

City Manager Van Wagner informed the Council of the following agenda change:

Item No. 8 - Utility Service Agreement, 14319 Johns Lake Road

City Manager Van Wagner stated this item was being withdrawn from the agenda.

CONSENT AGENDA

Mayor Murry advised the next item on the agenda for consideration was the Consent Agenda and requested anyone wishing to have any item pulled for discussion to please come forward at this time.

Item No. 1 – Meeting Minutes

Consider approval of the September 23, 2025, Council Meeting minutes.

Item No. 2 – Legislative Priorities

Consider approval of the City of Clermont legislative priorities list.

Item No. 3 – Federal 287g Grant Money Acceptance

Consider agreement approval between the U.S. Department of Homeland Security, U.S. Immigration and Customs Enforcement and the City of Clermont for costs incurred in providing resources for joint operations.

**Item No. 4 – Piggyback Purchase Approval
*Public Services***

Consider purchase approval under the Florida Sheriffs Assn Contract FSA23-EQU21.1 with Ring Power Corp. to purchase a Caterpillar Skid Steer in the budgeted amount of \$142,659.

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Item No. 5 – Piggyback Purchase Approval
Police Dept.

Consider approval under Florida Sheriffs Assn Contract FSA25-VEL33.0 with Garber Ford, Inc. and Duval Ford, Inc. to purchase 3 police vehicles in the amount of \$154,145.10.

Item No. 6 – Piggyback Purchase Approval and Budget Re- Allocation
Fire Station 5

Consider purchase approval from Sourcewell, a nationwide cooperative contract 113021 with Ten-8 Fire & Safety, LLC. for a pumper fire engine in the budget reallocation of \$1,684,606.

Item No. 7 – Drone Replacement Program Financial Assistance Agreement
Fire Dept.

Consider agreement approval with the Florida Department of Law Enforcement for funding one drone in the amount of \$25,000.

Item No. 8 – Utility Service Agreement
14319 Johns Lake Road

Consider water utility service request to a single-family residence on a 4.8+/- acre tract.

Item No. 9 – Utility Service Agreement
14355 Lost Lake Road

Consider a request for water utility service for a new single-family residence on a 9.5 +/- acre tract.

Mayor Murry pulled consent item 6.

Council Member Howard motioned to approve Consent Agenda items 1-9 with pulling items 6 and 8: Seconded by Council Member Petersen. The motion passed 5-0 with all members present voicing aye.

Item No. 6 – Piggyback Purchase Approval and Budget Re- Allocation, Fire Station 5

Fire Chief Ezell explained that the department plans to place a new fire truck at the Wellness Way station later this year. The truck is a stock model that meets about 95 percent of their design criteria and is scheduled to be ready by January. This timing aligns with onboarding new staff for that station, allowing the team to be trained and ready when the truck arrives, without having to reassign existing units from other areas.

Mayor Murry opened the public hearing.

Joe Fumasi, 2693 Jumping Jack Way – requested approval to help support the area.

Mayor Murry closed the public hearing.

Mike Carroll from Olympus stated that they have donated a site for a new fire station along the eastern edge of their Wellness Way property, near Wellness Way and Schofield Road. In the meantime, they are working with Fire Chief Ezell to set up a temporary station at a location near Wellness Way and Epic Boulevard, near the future sports campus, and will continue to support the city in this effort.

Council Member Howard motioned to approve Item 6, Piggyback Purchase Approval and Budget Re- Allocation, Fire Station 5: Seconded by Council Member Myers.

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Fire Chief Ezell stated that they hope to have the temporary site completed by end of year.

The motion passed 5-0 with all members present voicing aye.

UNFINISHED BUSINESS

Item No. 10 – Meet Us in the Middle®

Jeff Powell of Powell Studio Architecture provided an update on the master plan for the site following the workshop from the week prior. The original plan followed the 2015 master plan, aligning the Artwalk with Minneola Avenue, terminating at the gazebo, and incorporating accessible routes throughout the park, including a ramp to improve trail and bicycle access. The full project had been estimated at approximately \$12.5 million, with the docks accounting for roughly \$4 million.

During discussions at the workshop, concerns were raised regarding construction costs, the size of green spaces, phasing the docks versus land improvements, and the potential relocation of the restroom closer to the tiered seating to support the LiveWell grant. In response, an alternative, condensed plan was presented. This version shifted the tiered seating and Veterans Memorial to align with the Artwalk, consolidated open grass and green space to the east for a simpler layout and future development potential, and relocated the restroom building closer to the tiered seating and memorial for better access. The waterfront promenade, fishing, and docking facilities remained intact. The revised plan reduced the need for underground retention, simplified the park layout, and lowered the estimated cost to around \$9 million with a 15 percent contingency.

Mr. Powell requested Council direction on whether to proceed with the original full design or the condensed alternative. Final design, engineering, and permitting were anticipated to take place in mid-2026, with procurement starting in October 2026, final council approval in December 2026, and project construction potentially beginning in early 2027.

Mr. Powell stated that the new plan had not yet been presented to LiveWell, but it aligned with the original plan.

Mayor Murry opened the public hearing.

Valerie Schuett, 931 W. Montrose – loved the project, emphasized getting ABA input, keeping plans flexible, securing funding, and ensuring citywide parks remain accessible and affordable.

Robert Mock, 278 Division Street – urged the council to approve the project, highlighting the LiveWell Foundation’s \$1 million grant and the inclusion of a Veterans and First Responders Memorial as a space for community reflection, engagement, and honoring local heroes.

Kurt Shuh, Veteran – spoke of the sacrifices of veterans, first responders, and military personnel justify moving forward with the Meet Us in the Middle® project, supporting the memorials and pier while acknowledging cost concerns and the need for timely action.

Collin A. Cotterell, 2638 Eagle Lake Drive – urged the council to approve the project, emphasizing that a veteran and first responders memorial park in Clermont would honor those who served, provide a meaningful space for reflection, and give veterans the recognition and respect they deserve.

Mayor Murry closed the public hearing.

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Mayor Murry spoke in support of the new project design. He liked the reduced costs and external funding, including \$1 million from Live Well and \$1.5 million from the state, with plans to request more. He proposed fully funding the project now using a mix of recreation impact fees and reserve funds so permitting and approvals can move forward, and construction can proceed in phases while the dock approval is finalized.

Council Member Strange stated that she does not want to put one park ahead of all others, stressing that parks impact families, children, mental health, and the whole community. She was concerned the city is rushing and leaving out expert park designers, noting that \$2.5 million has already been identified along with \$1 million from the general fund towards this project.

Council Member Strange motioned to designate \$3.5 million, a million of which would come from the general fund, that we require the American Bicycle Association to weigh in on this and provide feedback notes so it can be edited to support the “Meet Us in the Middle®” concept, that we leave off for the time being the West Park installation so that we have time to figure out what that looks like with a focus on the tiered space. With respect to the veterans memorial, it should either be at the bottom of the tiered space so that it can be seen while people are sitting on the tiered space, or what I requested of this council is that we fix the boondoggle that we call Victory Point, rename it, rebrand it to Veterans Park, and use every board, every wall, every pathway, and every brick in that entire property to honor the veterans of Clermont.

Council Member Howard said that the pier, not the floating docks, is what is driving costs and wanted value engineering on the entire dock system before approving anything. While he supported the pier and the overall design, he questioned whether additional spending on day slips is a good use of funds and asked for a cost estimate to move forward with only the veteran’s memorial and tiered seating, including necessary infrastructure.

Mr. Powell stated that if you focus just on the veteran’s memorial, tiered seating, and the Meet Us in the Middle® area, remove the docks, gazebo, and breakwater, you are left with about \$5 million of the \$9 million budget. Costs could be adjusted further by reducing slips or walkway widths, but the pier itself is the biggest expense, with the breakwater around \$250,000 and the pier roughly \$1.25 million.

There was discussion about wanting input from the American Bicycle Association and DPZ prior to moving forward as well as not wanting to increase the budget beyond the \$3.5 million already allocated to the project.

Council Member Strange modified her motion.

Council Member Strange motioned to allocate \$3.5 million, with a million coming from the general fund, to get ABA feedback and DPZ feedback. To not construct the west side of this project and focus on the tier. And then, there are two options for the veterans: either give them an entire park at Victory Pointe or give them this small space. But if it is this small space, I would put it down on the ground so that it can be seen while you’re sitting in the tier.

The motion died due to the lack of a second to the motion.

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Council Member Howard motioned to use that \$2.5 million plus another million and a half out of Parks and Recreation impact fees, which is going to bring the total to \$4 million to move the alternate plan for Meet Us in the Middle® forward. The additional money, we will have to do a budget amendment when we get closer to a final design: Seconded by Council Member Myers.

Mr. Powell requested clarification on the target for the docks, and once that is identified his company can move toward that goal. Council Member Howard stated that he is looking for a sharpened cost estimate and value engineering before supporting the docks and stated that his motion was to move forward with the land portion of the project.

Council Member Myers rescinded her second as she thought it was for the whole project.

Council Member Strange seconded the motion with budget of \$4 million.

The motion failed 2-3 with Mayor Murry, Council Member Myers and Council Member Petersen opposed.

Council Member Petersen motioned to move forward with the amended project at \$9.1 million with the contingency that these things will be changing within the next two years: Seconded by Council Member Myers.

Discussion ensued on the funding of the project.

The motion passed 3-2 with Council Member Strange and Council Member Howard opposed.

Item No. 11 – Sole Source Purchase Approval and Budget Amendment, *Rowing Dock*

Public Services Assistant Director Maiworm stated as an update from the last meeting that the project is fully funded by FEMA and insurance, but any changes to the docking system would require FEMA review, which could take up to two months. He also reported that divers found a gangway at the bottom of the lake, which they may be able to recover and reuse if it is in good condition.

Council Member Howard informed council that he found an alternative dock option, Easy Dock, approved by the rowing association and used at top rowing locations nationwide, that could be installed for about half the cost, around \$160,000. These docks are durable, designed for floating use, easy to move or store during storms, and offer more flexibility than the current AccuDock option, making them a practical and efficient choice.

Mayor Murry opened the public hearing.

Mark Vantrees, President of the Lake County Rowing Association – the main requirement is low profile docks, and both Easy Dock and AccuDock meet that standard and can host events. He noted that AccuDocks are more durable and better protected against impact and weather, whereas single wall docks often fail or degrade quickly, making durability the key difference.

Mayor Murry closed the public hearing.

Public Services Assistant Director Maiworm stated that the city received committed funds of \$389,000 and the estimate for the docks is \$350,000.

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Council Member Petersen motioned to approve the sole source purchase approval for the rowing docks: Seconded by Council Member Myers. The motion passed 4-1 with all Council Member Howard opposed.

Item No. 12 – Ordinance No. 2025-031, *Olympus PUD Final*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the ordinance title aloud.

Development Services Planner Kruse presented the item. The applicant, Mike Carroll, is requesting City Council approval for an overall master signage plan, as part of the existing Olympus Planned Unit Development ordinance. The original Planned Unit Development was approved by City Council on May 14, 2019. The current Planned Unit Development, Ordinance 2021-027, included a condition, Section 9, Item 1 that required specific approval for the master signage plan once it was developed. A comprehensive master signage plan has been prepared by Creative Sign Designs and has been submitted for Council consideration.

The submitted document is extensive, encompassing 87 pages of signage applications within the Olympus development. In reviewing the document, sign specification tables are included that indicate sign type, sign classification, sign location, max height, and much more. It has been noted that all signs must comply with dark sky lighting rules.

The Olympus project is a master planned community that has a unique vision with adopted architectural standards in place. Currently there is an Architectural Review Board that reviews projects and plans prior to City submittal and provides a sign off as part of permitting. Due to the complexity of the proposed signage package, with City Council approval, staff would request a signed letter or stamp of approval from the Olympus Architectural Review Board as part of the sign permit process. This would allow staff the ability to cross reference the sign type within the master signage plan while going through the permitting process. If a sign permit doesn't include the Architectural Review Board signoff, then the sign permit would halt until one was approved.

Staff did not oppose the master signage plan. If City Council decides to approve, staff would request the Architectural Review Board signoff as a tool to ensure compliance with the master signage plan during the permitting process. To document the approved master signage plan, it was determined that the Planned Unit Development ordinance would have to be amended to include language the master signage plan was approved by City Council and where to find the recorded document. This change is found under Section 9, Item 1 in Ordinance 2025-031. The Planning and Zoning Commission recommended approval, 4-1.

Mike Carroll, Chairman of the Olympus Community Development District, presented the comprehensive signage program. This plan fulfills a Planned Unit Development requirement by creating a high quality, unified wayfinding and signage system that reflects the project's vision and identity across all zones.

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The plan establishes consistent visual standards for entry monuments, roundabouts, sports and town center areas, and tenant signage, ensuring clear navigation, dark sky compliance, and long-term visual cohesion. With oversight from the Architectural Review Board and enforcement by the Olympus Property Owners Association, the program is designed to maintain a cohesive, intentional look that supports the Olympus brand for decades to come.

Mayor Murry opened the public hearing. There were no comments. Mayor Murry closed the public hearing.

Council Member Howard motioned to approve Item No. 12 Ordinance No. 2025-031, Olympus PUD Final: Seconded by Council Member Myers. The motion passed by roll call vote 5-0 with all members present voicing aye.

Item No. 13 – Ordinance No. 2025-034, *ProActive Auto Small-Scale Comprehensive Plan Amendment Final*

AN ORDINANCE OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT FOR THE CITY OF CLERMONT, FLORIDA, PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; SETTING FORTH THE AUTHORITY FOR ADOPTION OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; SETTING FORTH THE PURPOSE AND INTENT OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR THE ADOPTION OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE SMALL-SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

Item No. 14 – Ordinance No. 2025-035, *ProActive Auto Rezoning*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the ordinance title aloud.

Development Services Planner Gonzalez presented the items. These are staff-initiated requests. City Council approved annexing the site on September 9, 2025, via a utility agreement with the understanding that a small-scale comprehensive plan amendment and rezoning would be done at a later date. The City, as the applicant, is now moving forward to complete the process to designate the property with the applicable future land use and zoning designations.

The property is located at 13550 Granville Avenue, east of Granville Avenue and south of State Road 50 and is approximately 2.35 acres. The property is currently improved and used as an Auto Repair Shop.

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The utility agreement was based upon the facility upgrading their fire protection system and needing the City's water service.

The current zoning of the property in Lake County is Heavy Industrial (HM) with a Regional Office future land use. The compatible zoning within the city would be Industrial (M-1) with a future land use of Industrial as well. The majority of the surrounding future land uses in the area consist of Industrial future land use.

The change in the future land use to the Industrial designation along with the zoning change to M-1 Industrial does not propose a conflict with the existing uses and land uses in the area. The changes appear to be similar to existing uses within the area. The property owner is aware that any future improvements or expansions would result in the site meeting the City's Land Development Code. The Planning and Zoning Commission recommended approval, 5-0. Staff recommended approval of the Small-Scale Comprehensive Plan Amendment, Ordinance No. 2025-34 and the Rezoning, Ordinance No. 2025-035.

Mayor Murry opened the public hearing. There were no comments. Mayor Murry closed the public hearing.

Council Member Howard motioned to approve Item No. 13 Ordinance No. 2025-034, ProActive Auto Small-Scale Comprehensive Plan Amendment Final: Seconded by Council Member Myers. The motion passed by roll call vote 5-0 with all members present voicing aye.

Council Member Howard motioned to approve Item No. 14 Ordinance No. 2025-035, ProActive Auto Rezoning Final: Seconded by Council Member Petersen. The motion passed by roll call vote 5-0 with all members present voicing aye.

Item No. 15 – Ordinance No. 2025-036, *Hammock Pointe/Reserve Annexation Final*

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND IN ACCORDANCE WITH THE INTERLOCAL SERVICE BOUNDARY AGREEMENT DATED DECEMBER 2, 2014, PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the ordinance title aloud.

Development Services Planner Kruse presented the item. The city, as the applicant, is requesting annexation of the subject parcel as authorized by the Utility Agreement with the developer, Michael D. Dinkle. The agreement was approved on January 11, 2005. The parcel has been platted, developed, and is receiving wastewater services from the City of Clermont. As a condition of this agreement, the City has the right to annex the parcel when it chooses to do so. The property, approximately 88.5 acres, consists of the Hammock Reserve and Hammock Pointe subdivisions. The total lot count is 195 single-family homes.

The subject property lies within the Joint Planning Area and the Interlocal Service Boundary Agreement between the City of Clermont and Lake County. The Interlocal Service Boundary Agreement allows for the annexation of non-contiguous properties into the City of Clermont under certain conditions, one of which is a utility agreement. The property meets the requirements of the Interlocal Service Boundary Agreement for annexation along with an executed utility agreement.

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The property owners within the subdivisions were invited to a question/answer session with staff on September 30 at the Clermont Arts & Recreation Center. Approximately 50 people were in attendance with a majority of the questions addressed. In addition, a flyer explaining annexation advantages along with key benefits was distributed.

The property meets the requirements under Florida Statutes 171 for annexation and is currently being served by the City of Clermont for wastewater services. Staff recommended approval of the annexation request with the understanding that a related request for a comprehensive plan amendment and rezoning request will be processed in the near future. Staff recommended approval of Ordinance 2025-036.

Mayor Murry opened the public hearing.

Rodney Bell, 11744 Button Hook Drive – spoke in support of the item.

Mayor Murry closed the public hearing.

Council Member Howard motioned to approve Item No. 15 Ordinance No. 2025-036, Hammock Pointe/Reserve Annexation Final: Seconded by Council Member Petersen. The motion passed by roll call vote 5-0 with all members present voicing aye.

Item No. 16 – Ordinance No. 2025-037, Louisa Grande Annexation

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND IN ACCORDANCE WITH THE INTERLOCAL SERVICE BOUNDARY AGREEMENT DATED DECEMBER 2, 2014, PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the ordinance title aloud.

Development Services Director Henschel presented the item. The city, as the applicant, is requesting annexation of the subject parcel authorized by the Utility Agreement with the developer, Steven Hithersay. The agreement was executed on October 28, 2014. The parcel has been platted, developed, and is receiving wastewater services from the City of Clermont. As a condition of this agreement, the City has the right to annex the parcel when it chooses to do so. The property, approximately 30 acres, consists of the Louisa Grande subdivision with a total lot count of 75 single-family homes.

The subject property lies within the Joint Planning Area and the Interlocal Service Boundary Agreement between the City of Clermont and Lake County. The Interlocal Service Boundary Agreement allows for the annexation of non-contiguous properties into the City of Clermont under certain conditions, one of which is a Utility Agreement. The property meets the requirements of the Interlocal Service Boundary Agreement for annexation along with an executed utility agreement.

The property owners within the subdivisions were invited to a question/answer session with staff on September 30 at the Clermont Arts & Recreation Center. Approximately 50 people were in attendance with a majority of the questions answered. In addition, a flyer explaining annexation advantages along with key benefits was distributed. The property meets the requirements under Florida Statutes 171 for annexation and is currently being served by the City of Clermont for wastewater services. Staff recommended approval of the annexation request with the understanding that a related request for a comprehensive plan amendment and rezoning request will be processed in the near future. Staff recommended approval of Ordinance 2025-037.

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Mayor Murry opened the public hearing. There were no comments. Mayor Murry closed the public hearing.

Council Member Howard motioned to approve Item No. 16 Ordinance No. 2025-037,
Louisa Grande Annexation: Seconded by Council Member Petersen.

Council discussed that all three subdivisions were invited to a single meeting, attended by about 50 residents and Homeowners Association representatives, with proper notice provided and no formal objections received. They also spoke about annexing this property due to the location.

The motion passed by roll call vote 5-0 with all members present voicing aye.

NEW BUSINESS

Item No. 17 – Resolution No. 2025-026R, *Lakehaven on Grand CUP*

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE
COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW FOR
A CONDOMINIUM DEVELOPMENT IN THE R-2 MEDIUM DENSITY
RESIDENTIAL ZONING DISTRICT. PROVIDING FOR CONFLICT,
SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR,
PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the resolution title aloud.

Development Services Planner Gonzalez presented the item. The applicant, Joe Zagame, Jr., is requesting a Conditional Use Permit to allow for condominium development in the R-2 Medium Density Residential Zoning District. The vacant parcels are located east of South Grand Highway and north of East State Road 50.

The subject property is designated for High Density Residential use under the City's Future Land Use and is zoned R-2, which permits multi-family development subject to Conditional Use Permit approval. The proposed project includes a 20-unit condominium development that is consistent with both the density allowances and the intent of the R-2 zoning district. No waivers or variances have been requested by the applicant at this time.

The site is located adjacent to residential and commercial uses, with frontage and access from South Grand Highway. The proposed development will serve as a compatible transition between existing single-family neighborhoods and commercial corridors. The site is located directly behind the At Home store and down from an existing stormwater pond. The development could be considered to be infill development since majority of the surrounding area has been developed.

The Site Plan has been updated in response to the Planning and Zoning Board's recommendation to extend the walking path and include dedicated parking for property owners.

When evaluating a request for a Conditional Use Permit, the Land Development Code, Section 101-212, requires specific development standards that are required to be met. Staff reviewed the application as submitted in accordance with the development standards criteria and found the proposed use can meet the general criteria for granting a Conditional Use Permit. The proposed use will not be detrimental to the health, safety and welfare of the surrounding community. Planning and Zoning recommended approval 5-0 with two additions to be added in Section 2 of the resolution.

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To prohibit on-street parking and allow waste collection through a centralized dumpster enclosure rather than individual cans at each specific parcel. Staff recommended approval of the Conditional Use Permit, Resolution No. 2025-026R.

The applicant, Joe Zagame, Jr. stated that he was present and able to answer any questions Council may have.

Mayor Murry opened the public hearing. There were no comments. Mayor Murry closed the public hearing.

Discussion focused on the property's slope and grading, potential need for variances, and whether the road design can accommodate city vehicles, including garbage trucks, fire trucks, and ambulances.

Council Member Howard motioned to approve Item No. 17 Resolution No. 2025-026R, Lakehaven on Grand CUP: Seconded by Council Member Myers.

Council Member Strange asked whether Mr. Zagame, Jr., could work with staff to make the project more of a community asset, whether they felt restricted by city codes or regulations, and if the development would connect to the existing sidewalk system to improve walkability and integration with the surrounding area.

Mr. Zagame, Jr., responded that the project complies with existing codes and unit limits, and while they are constrained by surrounding development, they plan to connect to the existing sidewalk system and enhance the site with landscaping to create a high-quality, attractive community space.

The motion passed 5-0 with all members present voicing aye.

Item No. 18 – Ordinance No. 2025-043, Police Pension Plan Intro

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT; LAKE COUNTY, FLORIDA, AMENDING THE CITY OF CLERMONT POLICE OFFICERS' RETIREMENT PLAN AT CHAPTER 28, ARTICLE III; AMENDING SECTION 28-63, DISABILITY; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

City Clerk Howe read the ordinance title aloud.

Council Member Howard motioned to introduce Item No. 18 Ordinance No. 2025-043, Police Pension Plan Intro: Seconded by Council Member Petersen. The motion passed 5-0 with all members present voicing aye.

REPORTS

CITY MANAGER REPORT

City Manager Van Wagner–

- City offices will be closed on November 11.
- Council Meeting for November is moved to November 18.
- Taste of South Lake is November 6 at Waterfront Park
- Veterans Day parade is November 8.

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- Introduced Economic Development Director Nathan Norris, Urban Planner Robert Fox and Development Liaison Zane Ertel.
- Lake County Board of County Commissioners voted to approve funding for construction of Hartwood Marsh expansion starting in spring 2026.

Mayor Murry requested an update on the extension of Hancock Road. City Manager Van Wagner stated that he has not yet received any new information but will follow up and request an update.

CITY ATTORNEY REPORT

City Attorney Waugh –

- There will be two resolutions brought forth at the November meeting regarding credit card fees and parking downtown.
- Provided information on annexations and possible opposition.

Mayor Murry asked City Attorney Waugh to investigate House Bill 105.

CITY COUNCIL REPORT

Council Member Myers –

- Prayers with those in Jamaica.
- She attended the MPO meeting, they will be asking cities to give toward road projects.
- November 8 is the Veterans Day parade.

Council Member Petersen –

- Spoke about four-year terms.

Council Member Strange – No report.

Council Member Howard – No report.

Mayor Murry –

- Scaremont at 6:30pm at Waterfront Park tonight.
- Mayors lunch next week at Piesano's.
- Spoke to Mr. Waugh about four-year terms and would like to place it on the ballot in 2026.

ADJOURN: With no further comments, this meeting adjourned at 5:21pm.

City of Clermont
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APPROVED:

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk



CITY OF CLERMONT

AGENDA ITEM

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Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Council Meeting Calendar Approval		
Requested Action		
Staff Report		
The 2026 meeting calendar includes the regularly scheduled Council meetings on the second and fourth Tuesday of each month. Workshops will be scheduled as needed. The calendar also includes the budget workshops and tentative budget public hearings. • The second meeting in January has been requested to be canceled due to Legislative Action Days in Tallahassee. • The second meetings in November and December have been requested to be canceled due to the holidays.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. 2026 Council Calendar	2026 Council Calendar.pdf	

2026 COUNCIL MEETING CALENDAR

Workshops will be scheduled as needed

JANUARY	DATE	NOTES
Regular Council Meeting	Tuesday, January 13, 2026	
Canceled Regular Council Meeting	Tuesday, January 27, 2026	Legislative Action Days
FEBRUARY	DATE	
Regular Council Meeting	Tuesday, February 10, 2026	
Regular Council Meeting	Tuesday, February 24, 2026	
MARCH	DATE	
Regular Council Meeting	Tuesday, March 10, 2026	
Regular Council Meeting	Tuesday, March 24, 2026	
Council Workshop	Tuesday, March 31, 2026	
APRIL	DATE	
Regular Council Meeting	Tuesday, April 14, 2026	
Regular Council Meeting	Tuesday, April 28, 2026	
MAY	DATE	
Regular Council Meeting	Tuesday, May 12, 2026	
Regular Council Meeting	Tuesday, May 26, 2026	
JUNE	DATE	
Regular Council Meeting	Tuesday, June 9, 2026	
Regular Council Meeting	Tuesday, June 23, 2026	
JULY	DATE	
Cancel Regular Council Meeting	Tuesday, July 14, 2026	
Budget Workshop	Wednesday, July 8, 2026	
Budget Workshop	Thursday, July 9, 2026	
Regular Council Meeting	Tuesday, July 28, 2026	
AUGUST	DATE	
Regular Council Meeting	Tuesday, August 11, 2026	
Regular Council Meeting	Tuesday, August 25, 2026	
SEPTEMBER	DATE	
Regular Council Meeting	Tuesday, September 8, 2026	
First Budget Public Hearing (tentative)	Thursday, September 10, 2026	
Regular Council Meeting	Tuesday, September 22, 2026	
Final Budget Public Hearing (tentative)	Thursday, September 24, 2026	
OCTOBER	DATE	
Regular Council Meeting	Tuesday, October 13, 2026	
Regular Council Meeting	Tuesday, October 27, 2026	
NOVEMBER	DATE	
Regular Council Meeting	Tuesday, November 10, 2026	
Canceled Regular Council Meeting	Tuesday, November 24, 2026	Thanksgiving Week
DECEMBER	DATE	
Regular Council Meeting	Tuesday, December 8, 2026	
Regular Council Meeting	Tuesday, December 22, 2026	Christmas Week



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date																																						
Tuesday, December 9, 2025																																						
Agenda Item Name																																						
Surplus Request																																						
Requested Action																																						
The Procurement Services Department requests approval to declare end-of-life inventory as surplus from the Public Services Department, the Parks and Recreation Department, the Finance Department, and the Information Technology Department, and provide disposal per the Procurement Policy.																																						
Staff Report																																						
The Procurement Services Department, on behalf of the Public Services Department, the Parks and Recreation Department, the Finance Department, and the Information Technology Department, recommends approval of the surplus request. The following inventory has reached its end-of-life service, and approval to surplus these items is requested: <table border="1"> <thead> <tr> <th>Department</th> <th>Qty.</th> <th>Property Description</th> </tr> </thead> <tbody> <tr> <td>Public Services</td> <td>1</td> <td>Broken Kobalt 80-gallon Air Compressor</td> </tr> <tr> <td>Parks and Recreation</td> <td>1</td> <td>Konika Minolta C302300 Copier</td> </tr> <tr> <td>Finance</td> <td>2</td> <td>Broken Office Chairs</td> </tr> <tr> <td>Finance</td> <td>1</td> <td>Refridgerator</td> </tr> <tr> <td>Information Technology</td> <td>4</td> <td>Dell Monitors</td> </tr> <tr> <td>Information Technology</td> <td>1</td> <td>Samsung Monitor</td> </tr> <tr> <td>Information Technology</td> <td>1</td> <td>ViewSonic Monitor</td> </tr> <tr> <td>Information Technology</td> <td>1</td> <td>Dell Latitude E557O Laptop</td> </tr> <tr> <td>Information Technology</td> <td>1</td> <td>Dell Latitude 551O Laptop</td> </tr> <tr> <td>Information Technology</td> <td>1</td> <td>APC Uninterrupted Power Supply Pro1000</td> </tr> <tr> <td>Information Technology</td> <td>3</td> <td>Broken Sony Network Camera</td> </tr> </tbody> </table> The salvageable surplus property will be listed on www.GovDeals.com, an electronic public auction website for government property. The non-salvageable property will be disposed of appropriately.			Department	Qty.	Property Description	Public Services	1	Broken Kobalt 80-gallon Air Compressor	Parks and Recreation	1	Konika Minolta C302300 Copier	Finance	2	Broken Office Chairs	Finance	1	Refridgerator	Information Technology	4	Dell Monitors	Information Technology	1	Samsung Monitor	Information Technology	1	ViewSonic Monitor	Information Technology	1	Dell Latitude E557O Laptop	Information Technology	1	Dell Latitude 551O Laptop	Information Technology	1	APC Uninterrupted Power Supply Pro1000	Information Technology	3	Broken Sony Network Camera
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Additional Analysis																																						
Fiscal Impact Summary																																						
The surplus property has an anticipated value of \$500.																																						
Fiscal Impact	Fund Number and Description	Available Budget Amount																																				
Exhibits Attached (copies of original agreements)																																						

1.	Parks and Recreation Disposal Form	Parks and Recreation Disposal Form.pdf
2.	Public Services Disposal Form	Public Services Disposal Form.pdf
3.	Finance Disposal Form	Finance Disposal Form.pdf
4.	Information Technology Disposal Form	Information Technology Disposal Form.pdf



PROPERTY DISPOSAL FORM

Dept. / Division: ENV. SVCS./SEWER Property Tag #: None
Contact Person: Dan Cummins Phone: 352-241-0178
Year / Make / Model: N/A Vehicle No. N/A
Miles / Hours: N/A Serial / VIN: N/A
Description of Property Kobalt 80-gallon air compressor, model TQ300000AV NH20130427.

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☒ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☐ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** The compressor is rusted from inside and is unsafe to pressurize. Usable life has been exceed
Original purchase was less than \$1,000

Director Signature: [Signature]

Date: 10-13-23

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council: _____

Agenda Item: _____

Method of Disposal: _____

Date Disposed: _____

Procurement Director: _____

Date: _____

Munis Asset Number: _____

Revised 5/2/2023



PROPERTY DISPOSAL FORM

Dept. / Division: FINANCE Property Tag #: _____
Contact Person: Dana Wiseman Phone: _____
Year / Make / Model: _____ Vehicle No. _____
Miles / Hours: _____ Serial / VIN: _____
Description of Property 2 Office Chairs-One stuck in down position, one non ergonomic

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
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- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** _____

Director Signature: _____

Date: 10/15/2025

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council: _____

Agenda Item: _____

Method of Disposal: _____

Date Disposed: _____

Procurement Director: _____

Date: _____

Munis Asset Number: _____

Revised 5/2/2023



PROPERTY DISPOSAL FORM

Dept. / Division: FINANCE Property Tag #: _____
Contact Person: Dana Wiseman Phone: 352-241-7322
Year / Make / Model: _____ Vehicle No. _____
Miles / Hours: _____ Serial / VIN: _____
Description of Property Rusty Refrigerator

☐ See attached form with multiple items listed. All items must include above information.

*****MUST CHECK ACTION BELOW (One Action Per Form)*****

- ☐ **CANNIBALIZED:** The equipment is in non-repairable condition but components parts of the equipment may be used to repair or replace parts on other pieces of equipment.
- ☐ **LOST / STOLEN:** Accidental loss or damage - disposition is unknown (Police report must be attached to this form).
- ☐ **TRADE-IN:** Returned to vendor. Submit any other information as to the asset(s) description, trade-in value, etc.
- ☒ **NON-REPAIRABLE:** A piece of equipment that is not repairable or not cost effective to repair.
- ☐ **OBSOLETE:** Refers to any item, material and software, which is of no use to the City or has expired its useful life.
- ☐ **SCRAP:** Any metallic material that can be dissolved to produce new metals.
- ☐ **ABANDONED:** Property which has been left behind by owner or unclaimed and recovered by the Police Department (abandoned property does not require City Council approval).
- ☐ **OTHER:** _____

Director Signature: [Signature]

Date: 10/15/2025

*****This form must be sent to the Procurement Department to dispose of property*****

Date Approved by City Council: _____

Agenda Item: _____

Method of Disposal: _____

Date Disposed: _____

Procurement Director: _____

Date: _____

Munis Asset Number: _____

Revised 5/2/2023

Sony Network Camera

[illegible]

Monitors

[illegible]



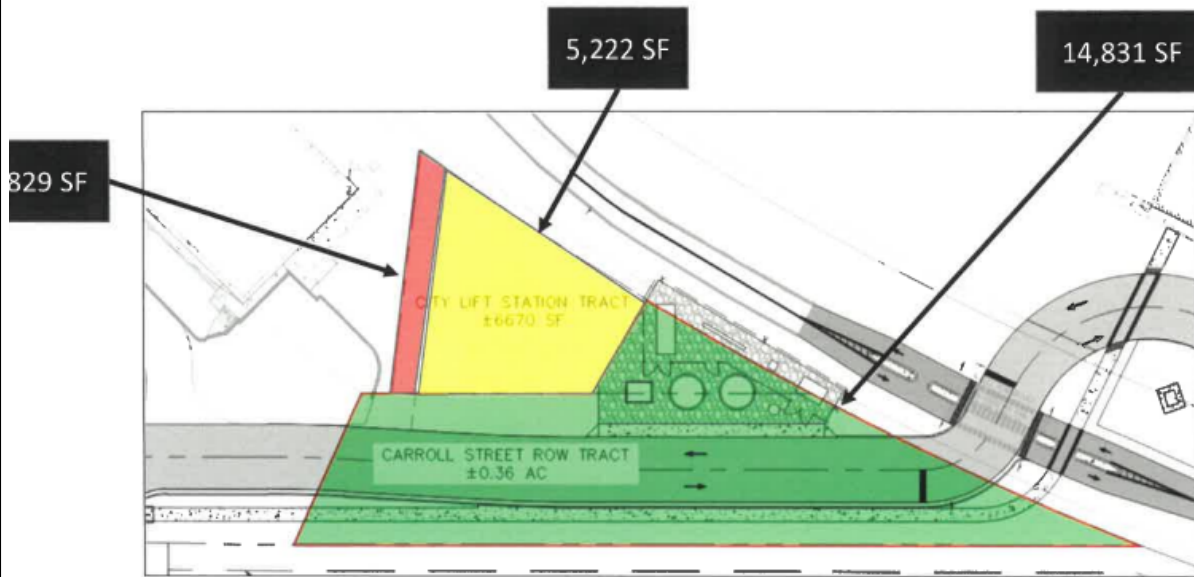
CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Surplus City Property	
Requested Action	
Approve surplusings approximately 5,222 square feet of property along Carrol Street as part of the Pendler Agreement.	
Staff Report	
In late 2023, Council approved the Lumberyard District PUD (Ordinance 2023-26) on 12.3 +/- acres within the Central Business District for a mixed-use project adjacent to Victory Point and the South Lake Trail consisting of a total of 392 dwelling units and 55,000 square feet of non-residential uses. The project received bonus densities in conjunction with a Community Benefit Agreement for land donation, infrastructure and parking projects valued at \$2.14 million. Land donations associated with the agreement included: • Approximately 17,200 SF of land area to the City of Clermont for the relocation of the new City Lift Station #6 and City Right-of-Way. • Approximately 1,800 SF of land bordering neighbors to the southwest to avoid any boundary issues. At the July 29, 2025, Council meeting, the City Council discussed possible action on an amendment to the Community Benefit Agreement related to the paving of the parking lot and surplus land that may not be needed. During discussion with the developer, it was determined that the lift station and adjacent property boundary dispute (approximately 20,000 square feet) would be donated to the City. After further design of the city lift station, it became evident a large portion of the 17,000 plus square foot parcel is not required for the development of the lift station. After providing for the adjacent property boundary dispute (829 square feet shown in red below) and the lift station and maintenance area (14,831 square feet shown in green below), a total of 5,222 square feet of land (shown in yellow below) remained between the lift station and the adjacent private property, which staff determined is not large enough to develop and would remain nonconforming.	

UNUSED PROPERTY



Unused property adjacent to lift station totals 5,222 SF.
14,831 SF of property remaining for city dedication.

Due to the proximity of the lift station, the city has been unable to identify any public use for the 5,222 square foot property (shown in yellow, above) and therefore feels it has no value to Clermont and should be surplussed for private ownership and maintenance.

Additional Analysis

Fiscal Impact Summary

Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Special Warranty Deed - Penler-001		Special Warranty Deed - Penler-001.pdf
2. Property area		Property area.pdf
3. Contract/MOU		Contract/MOU.pdf

PREPARED BY AND RETURN TO:

King & Spalding LLP
1180 Peachtree Road NE, Suite 1600
Atlanta, Georgia 30309
Attention: Brent Gilfedder, Esq.

Parcel Identification No(s): portion of 23-22-25-0400-115-01000; portion of 23-22-25-0400-115-00100; portion of 23-22-25-0400-119-00100

Note to Recorder: This deed is given by the grantor to the grantee for no consideration and is not taxable pursuant to Florida Administrative Code Rule 12B-4.014(2). Accordingly, minimum Florida documentary stamp tax of \$.70 is being paid upon the recording of this deed.

SPECIAL WARRANTY DEED

THIS SPECIAL WARRANTY DEED is made, executed and delivered this 11th day of November, 2025, between **PENLER CLERMONT LAKEFRONT OWNER, LLC**, a Delaware limited liability company ("Grantor"), 3715 Northside Pkwy NW, Building 400, Suite 200, Atlanta, Georgia 30327, and **CITY OF CLERMONT**, a Florida municipal corporation ("Grantee"), whose address is 685 W. Montrose Street, Clermont, Florida 34711.

WITNESSETH:

That Grantor, for and in consideration of the sum of Ten and NO/100 Dollars and other good and valuable consideration, to it in hand paid by Grantee, the receipt and sufficiency whereof are hereby acknowledged, hereby grants, sells and conveys with special warranty to Grantee, its successors and assigns forever, the following described land, situate, lying and being in the County of Lake, State of Florida, to wit (the "Land"):

See attached Exhibit "A",

together with all improvements, rights, alleys, ways, easements, privileges, tenements, hereditaments and appurtenances of Grantor belonging or in any wise appertaining to the Land (collectively, the "Property"), subject to all easements, agreements, covenants, and plans of record,

this reference to which shall not be construed to reimpose any such easements, agreement, covenants and plans that have otherwise lapsed, expired, or have otherwise been terminated in accordance with their terms or otherwise, as applicable.

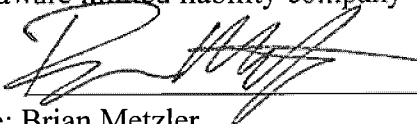
To have and to hold the Property in fee simple forever.

And Grantor, for itself and its successors and assigns, does hereby warrant the title to said Property, will defend the same against the lawful claims of all persons claiming by, through, or under Grantor, but not otherwise.

[signature pages follow]

IN WITNESS WHEREOF, the said Grantor has caused this instrument to be executed in its name by its duly authorized representative the day and year first above written.

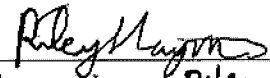
PENLER CLERMONT LAKEFRONT OWNER, LLC,
a Delaware limited liability company

By: 

Name: Brian Metzler

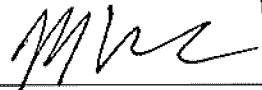
Title: Authorized Signatory

Signed, sealed and delivered in the presence of:

By: 

Print Witness Name: Riley Haynes

Print Witness Address: 3715 Northside Pkwy NW
BLDG 400 STE 200, Atlanta, GA 30329

By: 

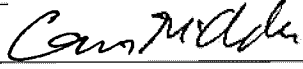
Print Witness Name: Mason Valk

Print Witness Address: 3715 Northside Pkwy NW
BLDG 400 STE 200
Atlanta GA 30327

STATE OF FLORIDA
Georgia

COUNTY OF Fulton

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 1 day of October, 2025, by Brian Metzler, as authorized signatory of PenlerClermontLakefront Owner LLC, a Delaware LLC, on behalf of such entity. He/She is personally known to me or has produced a 1/A driver's license as identification.

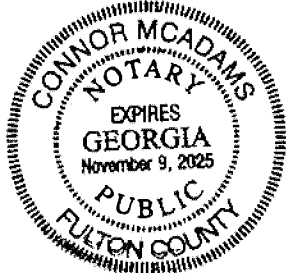


Notary Public

Print Name: Connor McAdams

Commission No. 1/A

My Commission Expires 11/9/25



[Signature page of Warranty Deed]

EXHIBIT "A"**Legal Description of Real Property****CARROLL STREET DEDICATION TRACT:**

A PORTION OF SECTION 23, TOWNSHIP 22 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA, ALSO BEING A PORTION OF LOTS 7, 8, 9, 10, 11, 12, 13, AND 14 OF BLOCK 115 OF JOHNSON'S REPLAT, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 8, PAGE 17, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, AND A PORTION OF CARROLL STREET, ACCORDING TO SAID JOHNSON'S REPLAT AND VACATED PER CITY OF CLERMONT ORDINANCE NO. 2023-033, AND OFFICIAL RECORDS BOOK 6290, PAGE 244, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; BOUND NORTHEASTERLY BY THE SOUTHERLY RIGHT-OF-WAY LINE OF ACL RAILROAD, NORTHERLY BY THE SOUTH LINE OF A PROPOSED CITY OF CLERMONT LIFT STATION PARCEL AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 1, BLOCK 117, OF SAID JOHNSON'S REPLAT; THENCE RUN SOUTH 00°47'00" WEST, FOR A DISTANCE OF 197.75 FEET, TO THE SOUTH RIGHT-OF-WAY LINE OF THE ACL RAILROAD; THENCE ALONG SAID RAILROAD RIGHT-OF-WAY, NORTH 69°11'18" WEST, FOR A DISTANCE OF 330.55 FEET, TO A POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1176.28 FEET, A CHORD BEARING OF NORTH 68°52'02" WEST AND A CHORD DISTANCE OF 13.18 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 000°38'30" AND AN ARC DISTANCE OF 13.18 FEET, TO THE **POINT OF BEGINNING**; THENCE RUN NORTH 89°58'21" WEST FOR A DISTANCE OF 313.13 FEET TO THE NORTHEAST CORNER OF LOT 7, BLOCK 119, OF SAID JOHNSON'S REPLAT; THENCE RUN NORTH 24°20'54" EAST FOR A DISTANCE OF 61.17 FEET TO THE NORTH RIGHT-OF-WAY LINE OF SAID CARROLL STREET; THENCE RUN SOUTH 89°58'21" EAST FOR A DISTANCE OF 166.64 FEET, TO THE SOUTH RIGHT-OF-WAY LINE OF THE ACL RAILROAD, AND A POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1176.28 FEET, A CHORD BEARING OF SOUTH 65°17'36" EAST AND CHORD DISTANCE OF 133.49 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 006°30'21" AND AN ARC DISTANCE OF 133.57 FEET TO THE **POINT OF BEGINNING**.

SAID PARCEL CONTAINING 13,202 SQUARE FEET, MORE OR LESS.

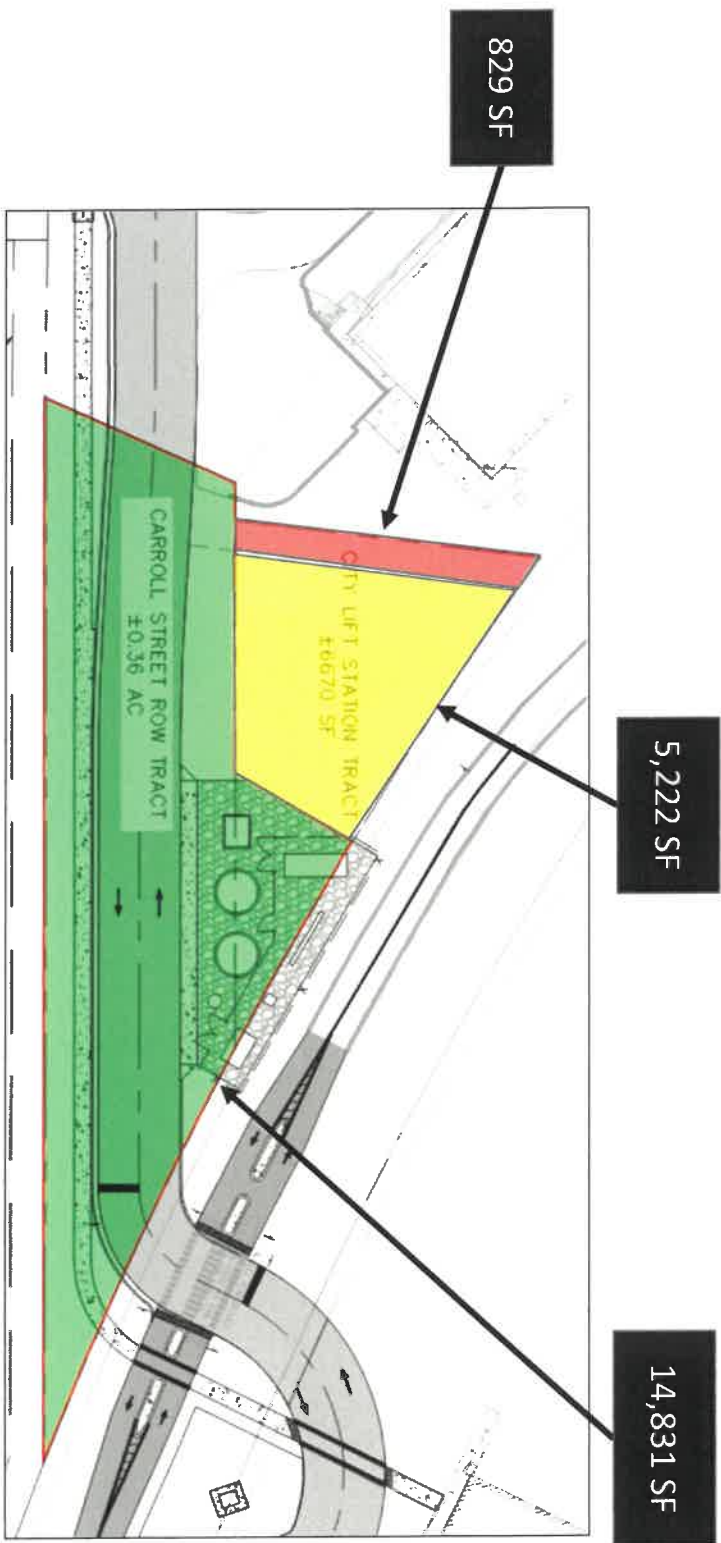
LIFT STATION DEDICATION TRACT:

A PORTION OF SECTION 23, TOWNSHIP 22 SOUTH, RANGE 25 EAST, LAKE COUNTY, FLORIDA, ALSO BEING A PORTION OF LOTS 10, 11, 12 AND 13, BLOCK 115, JOHNSON'S REPLAT, ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 8, PAGE 17, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BOUND NORTHERLY BY THE SOUTHERLY RIGHT-OF-WAY LINE OF ACL RAILROAD, WESTERLY BY THE COMMON LINE BETWEEN LOTS 13 AND 14, BLOCK 115, OF SAID JOHNSON'S REPLAT, SOUTHERLY BY THE NORTH LINE OF THE PROPOSED CARROLL STREET DEDICATION TRACT, AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF LOT 1, BLOCK 117, OF SAID JOHNSON'S REPLAT; THENCE RUN SOUTH 00°47'00" WEST, FOR A DISTANCE OF 197.75 FEET, TO THE SOUTH RIGHT-OF-WAY LINE OF THE ACL RAILROAD; THENCE ALONG SAID RAILROAD RIGHT-OF-WAY, NORTH 69°11'18" WEST, FOR A DISTANCE OF 330.55 FEET, TO A POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1176.28 FEET, A CHORD BEARING OF NORTH 65°36'51" WEST AND A CHORD DISTANCE OF 146.65 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 007°08'52" AND AN ARC DISTANCE OF 146.74 FEET, TO A POINT ON THE NORTH LINE OF THE PROPOSED CARROLL STREET DEDICATION TRACT, SAID POINT BEING THE **POINT OF BEGINNING**; THENCE RUN NORTH 89°58'21" WEST FOR A DISTANCE OF 155.26 FEET, ALONG SAID NORTH LINE TO THE COMMON LINE OF LOTS 13 AND 14, OF SAID BLOCK 115; THENCE RUN NORTH 07°11'45" EAST FOR A DISTANCE OF 90.89 FEET TO THE NORTHWEST CORNER OF LOT 13, BLOCK 115, OF SAID JOHNSON'S REPLAT, AND A POINT OF CURVATURE OF A NON-TANGENT CURVE, CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 1176.28 FEET, A CHORD BEARING OF SOUTH 57°54'02" EAST AND CHORD DISTANCE OF 169.84 FEET; THENCE ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 008°16'48" AND AN ARC DISTANCE OF 169.99 FEET, TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 6,653 SQUARE FEET, MORE OR LESS.

P **UNUSED PROPERTY**

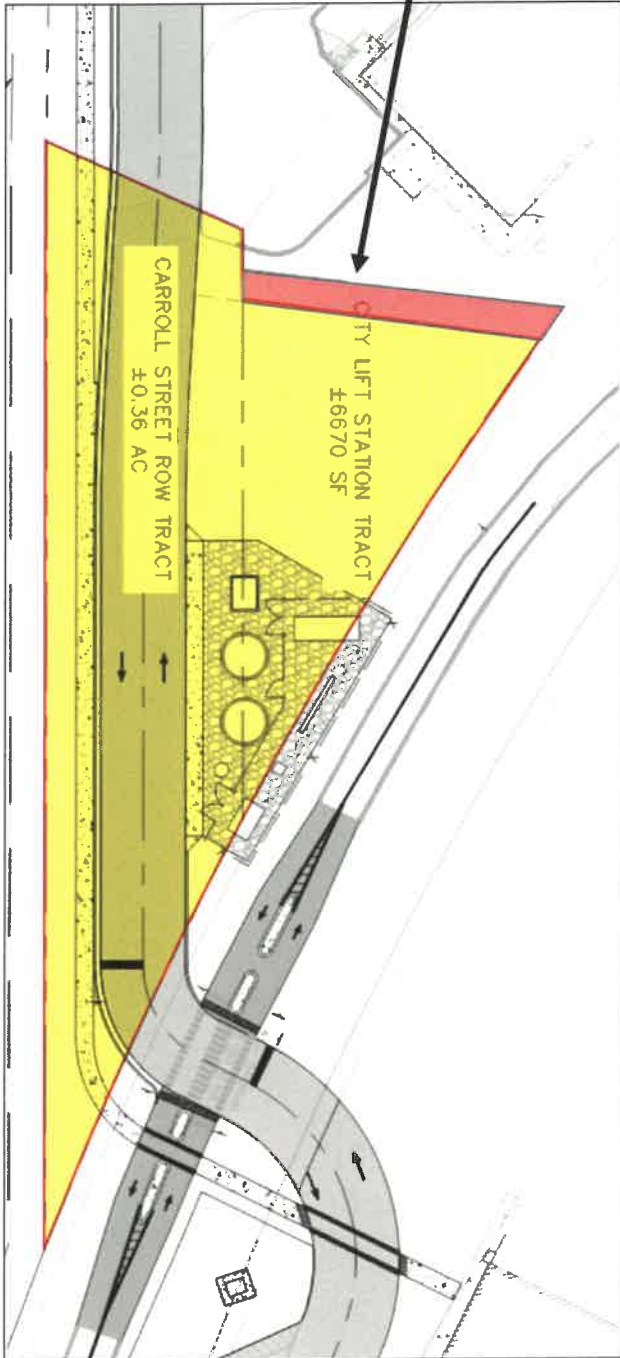


Unused property adjacent to lift station totals 5,222 SF.
14,831 SF of property remaining for city dedication.

PENLER

P +/- 12' SHIFT

829 SF



20,053 SF of property remaining to account for 12 foot boundary dispute with neighbor.
Approximately 829 SF impacted.

P E N L E R

MEMORANDUM OF UNDERSTANDING

by and between

CITY OF CLERMONT ("City")

and

PENLER CLERMONT LAKEFRONT OWNER, LLC ("Penler")

dated July 29, 2024

WHEREAS, the City, Wolfe and Wallace Properties, Inc. and Wolfe & Wallace Investments, LLC entered into that certain Amendment to the Community Benefit Agreement on November 12, 2024 ("CBA");

WHEREAS, the CBA sets forth certain agreements among the parties related to approximately 12.3 acres of property located in the City ("Subject Property") and zoned Planned Unit Development ("PUD")

WHEREAS, a portion of the Subject property is now owned by Penler;

WHEREAS, the City has requested that Penler not construct a new paved parking areas for the existing Row House as contemplated in the CBA;

WHEREAS, Penler is willing to accommodate the City's request consistent with the following cooperation described below.

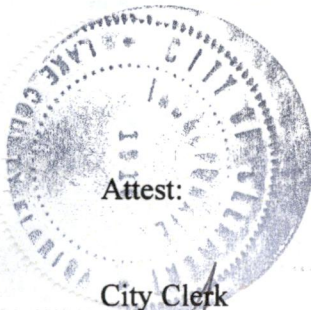
ACCORDINGLY, the City and Penler agree to the following:

- (1) No Paving Row House Parking: Penler agrees to revise the City ROW Permit #25-073 to remove the proposed paved parking on the City's Row House property. In lieu of paving, Penler will pay to the City the amount contemplated in section F5 of the CBA of THREE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$325,000.00) no later than the issuance of the Certificate of Occupancy for the second residential building.
- (2) Removal of Swales. Penler agrees to revise its St. Johns River Water Management District ("SJRWMD") permits to reduce the size of the stormwater swales on the Row House property and relocate remaining swales away from the lakefront. Pending final approval from SJRWMD, it is anticipated that the final location of the stormwater swales will be substantially similar to the attached Exhibit "A".

- (3) Only City Stormwater Treatment in Row House Swales. The revision to the SJRWMD permits will include the removal of stormwater treatment of Penler owned Property occurring in the swale located on Row House property.
- (4) Revision to SJRWMD Permits. Penler agrees to revise the SJRWMD Permits at its sole expense. City agrees to cooperate as co-applicant as it impacts City owned property and Right-of-Way and to provide any easements necessary.
- (5) Short Street. Penler agrees to mill the asphalt of the vacated portion of Short Street. Short Street will be backfilled and landscaped by a third party. The asphalt milling shall begin at the north side of the existing Carroll Street and run to the northwest, terminating at the existing paver driveway located at 1166 Short Street.
- (6) Issuance of Permits. City agrees to continue to review plans and issue permits submitted by Penler consistent with this Memorandum of Understanding and the CBA.

Except as clarifying Penler's obligations herein, the CBA and PUD remain unchanged and is in full force and effect.

IN WITNESS WHEREOF, the parties hereto have entered into this Memorandum of Understanding as of the date first above written.



Attest:

City Clerk

Date:

7-29-2025

CITY OF CLERMONT, FLORIDA

A Florida Municipal Corporation

By:

Name:

As its:

Date:

Murry

Tim Murry

Mayor

7-29-2025

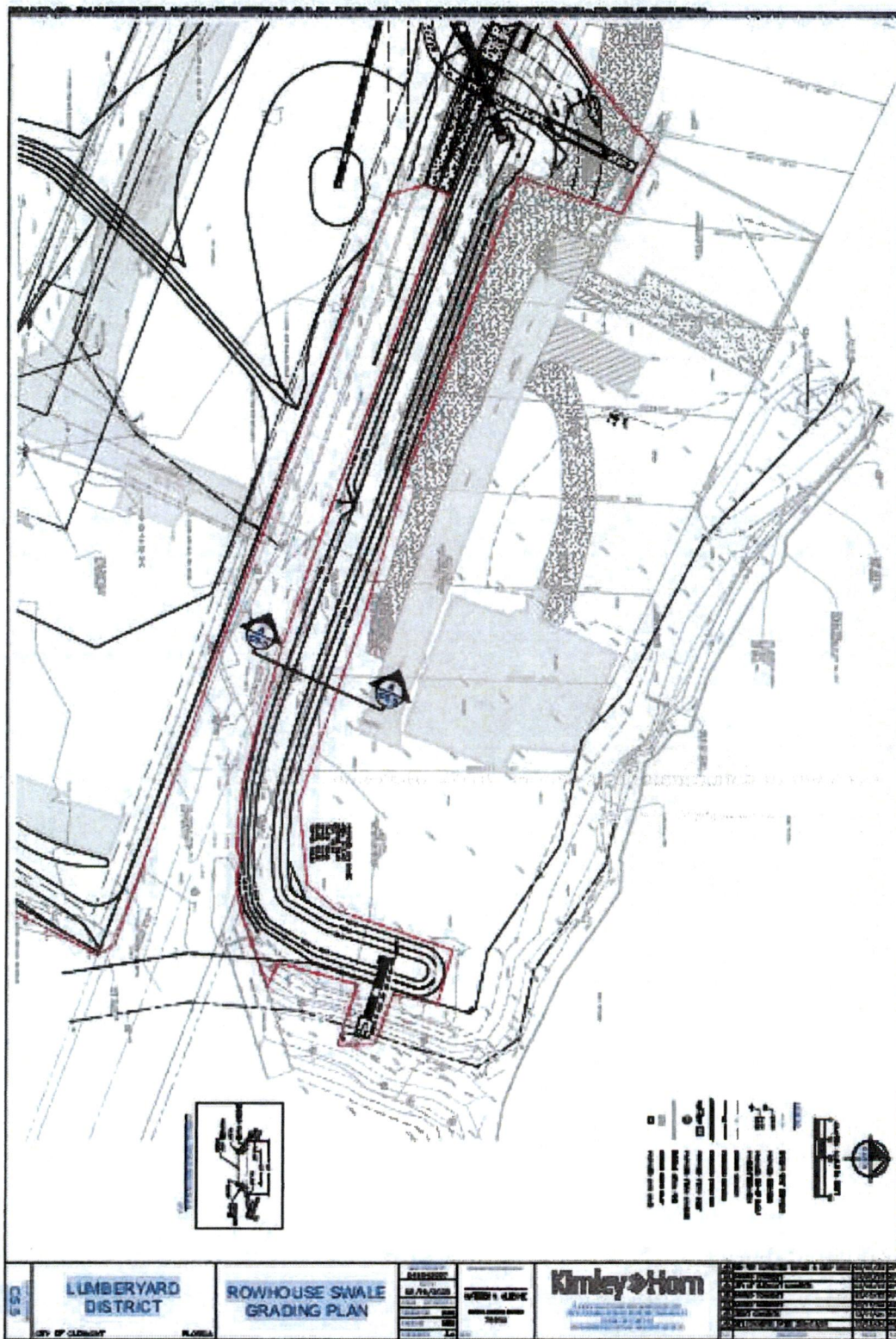
**PENLER CLERMONT LAKEFRONT
OWNER, LLC**, a Delaware limited liability
company

By:

Name: Brian Metzler

Title: Authorized Signatory

EXHIBIT "A"





CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Lake County Water Authority Agreement		
Requested Action		
Staff Report		
This is an agreement between the Lake County Water Authority and the City of Clermont. This agreement provides 1 full-time sworn officer to be assigned to patrol the Clermont Chain of Lakes waterways for the purpose of enforcing Florida law and Lake County ordinances as well as promoting navigability, water quality, and boating safety. The Lake County Water Authority shall pay up to a maximum of \$110,000.00 in quarterly installments, equal to those hours which the Officer has worked and billed at \$50.00 per hour.		
Additional Analysis		
Fiscal Impact Summary		
Revenue from this agreement is to be included in the City's Fiscal Year 2025-2026 General Fund budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. 2025 LCWA Clermont LEO funding Agreement	2025 LCWA Clermont LEO funding Agreement.pdf	

**INTERLOCAL AGREEMENT BETWEEN
LAKE COUNTY WATER AUTHORITY AND CITY OF CLERMONT**

THIS AGREEMENT is made and entered into by Tim Murry, as Mayor of the City of Clermont, Florida, whose address is 685 W. Montrose St, Clermont, FL 34711, (hereinafter referred to as "CLERMONT POLICE") and the Lake County Water Authority, whose address is 27351 State Road 19, Tavares, Florida 32778, (hereinafter referred to as LCWA).

WHEREAS, one of the purposes of the LCWA is fostering navigability, safety, and water quality improvements to streams, lakes, and canals in the county and protection of natural water reservoirs; and

WHEREAS, the LCWA believes that an integral part of fulfilling the aforementioned purposes is by entering into an agreement with the City of Clermont for assistance with oversight and regulation of the Clermont Chain of Lakes; and

WHEREAS, the LCWA believes the CLERMONT POLICE is uniquely qualified to perform these tasks and intends to dedicate police officers to patrol the waterways of the Clermont Chain of Lakes for the purposes of enforcing the laws of the State of Florida and Lake County as well as promoting water quality, navigability, and boating safety on the waters of Lake County; and

WHEREAS, both the LCWA and the CLERMONT POLICE are public agencies under the terms of the Florida Interlocal Cooperation Act of 1969 with the power to exercise jointly their common interests; and

WHEREAS, pursuant to the Voluntary Cooperation and Operational Assistance Mutual Aid Agreement between the Lake County Sheriff's Office and the City of Clermont Concerning Jurisdiction on Adjacent Waterways, dated January 14, 2025 and identified as Clermont Contract 2025-017A (and any extensions thereof), CLERMONT POLICE may render law enforcement services on waterways bordered by and concerning both Lake County and the City of Clermont.

NOW THEREFORE, BE IT AGREED by and between the LCWA and the CLERMONT POLICE as follows:

1. The initial term of this Agreement shall be for one year from October 1st, 2025 to and including September 30, 2026.
2. Subject to annual funding approval by the LCWA Board of Advisors and the Lake County Board of County Commissioners, the LCWA shall pay to the CLERMONT POLICE the actual annual salary and related benefits and personnel costs for one (1) police officer up to a maximum of ONE HUNDRED TEN THOUSAND DOLLARS (\$110,000.00) payable in Quarterly Installments, equal to those hours that the Officer worked, (Billed at \$50 per hour) to CLERMONT POLICE. The position may be filled on a rotating basis until such time as the position can be filled on a permanent basis. Should additional funding be needed to fully fund these positions the CLERMONT

POLICE may place a request to the LCWA Board of Advisors through the Executive Director for the additional funding.

3. CLERMONT POLICE shall provide one (1) full-time police officer assigned to patrolling the Clermont Chain of Lakes waterways in fulfillment of this Agreement and as permitted under the Voluntary Cooperation and Operational Assistance Mutual Aid Agreement between the Lake County Sheriff's Office and the City of Clermont concerning jurisdiction on adjacent waterways, dated January 14, 2025 and identified as Clermont Contract 2025-017A (and any extensions thereof). Officers shall have as their primary duties the patrolling of Clermont Chain of Lakes waterways for the purpose of enforcing Florida law and Lake County ordinances, as well as promoting navigability, water quality, and boating safety.
4. The CLERMONT POLICE shall furnish to the LCWA monthly reports regarding the activities of the assigned officers. The reports shall be provided in a format mutually agreed upon by the LCWA and the CLERMONT POLICE and should specifically identify the nature of and time spent on the water and patrolling LCWA preserves. Said reports shall further outline at a minimum the hours and statistics for each LCWA funded officer as recommended by LCWA staff or as agreed upon by the parties.
5. CLERMONT POLICE shall be responsible for obtaining and maintaining its own boats, motors, trailers, and any other equipment necessary for its fulfillment of its obligations pursuant to this Agreement.
6. Attendance at the LCWA meetings by CLERMONT POLICE is not required; however, if directed by the Chief of Police, CLERMONT POLICE officers assigned to patrolling the Clermont Chain of Lakes shall attend meetings of the Board of Advisors of the LCWA.
7. CLERMONT POLICE officers assigned pursuant to this Agreement shall assist the LCWA by investigating and advising the LCWA of the condition and placement of speed zones and other markers in the waterways.
8. CLERMONT POLICE officers assigned pursuant to this Agreement shall assist the LCWA by notifying LCWA and investigating navigational hazards problems within the lakes, canal and rivers.
9. CLERMONT POLICE officers assigned pursuant to this Agreement shall assist the LCWA by patrolling LCWA owned properties and investigating problems within the boundaries of these properties.
10. CLERMONT POLICE's liability, personal injury, automobile, and worker's compensation insurance shall cover all CLERMONT POLICE's employees and volunteers for all activities while acting pursuant to this Agreement on LCWA property.
11. Any operational matters arising under this Agreement, including, but not limited to, navigation obstructions, signage inspection, citizen requests, public events, etc., shall be directed to the following points of contact for LCWA and CLERMONT POLICE:

LCWA	CLERMONT POLICE
Executive Director	Chief of Police
27351 State Road 19	3600 S. Hwy 27
Tavares, Florida 32778	Clermont, Florida 34711

Phone: 352-324-6141	Phone: 352-394-5588
---------------------	---------------------

12. This Agreement may be cancelled by either party upon thirty (30) days written notice. Upon such cancellation, the payments described in paragraph two (2) shall be prorated through the effective date of cancellation and the appropriate financial adjustment made between the parties.

IN WITNESS WHEREOF, the parties to this Agreement have caused their names to be affixed hereto by the property officer thereof on the dates indicated below.

Accepted and Acknowledged:

LAKE COUNTY WATER AUTHORITY,
FLORIDA, a political subdivision of the State
of Florida, by and through its Lake County
Water Authority Board of Advisors

CITY OF CLERMONT,
a Florida municipal corporation

On this _____ day of December, 2025

On this _____ day of December, 2025

Robert Hendrick, Chairman
Board of Trustees
Lake County Water Authority

Tim Murry, Mayor
City of Clermont
Clermont, Florida

Attest:

Gary Cooney, Clerk

Approved for Legal Sufficiency:

Jimmy D. Crawford, Esq.
LCWA Attorney



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Change Order Approval <i>Vision and Activation Plan</i>		
Requested Action		
Requesting approval of Change Order 1 to the contract with ABA Ethos, LLC., for additional services in the amount of \$49,500.		
Staff Report		
The City is currently under contract with ABA Ethos to assess our parks and recreation facilities, primarily focused on planning for the future. Its goal is to determine what our vision for the city is and how we will get there. The proposed addition to the ABA Ethos' contract is focused on determining where our current facilities and programming relate to national standards for a community our size. Both the original contract (\$100,000) and the proposed change order (\$49,500) are within the approved \$250,000 Parks Department budget for continuing service contracts. Part of ABA Ethos' proposal for their Visioning and Activation Plan included additional work benchmarking the City's parks against National Recreation and Park Association standards. The proposed objectives of the additional work include: • Define opportunities for the overall improvement of citywide parks & recreation properties and programming to align with the needs of community members and stakeholders. • Analyze key metrics to establish baseline patterns and preferences among park users. • Review existing, new, and diversified programming based on community assets and input. • List and quantify investment strategies to improve activation opportunities. • Empower public advocates (externally) and leadership succession (internally) to bolster the vision for growth. • Create viable strategies that promote public investment in the parks from supporters, benefactors, and regulatory agencies. • Align overall strategies with the (NRPA) National Recreation and Parks Association's recommendations to measure and evaluate park use and quality with their criteria for the 7 Dimensions of Well-Being. • Align overall strategies with the City of Clermont Vision and Activation Plan to maximize future economic development through sports tourism.		
Additional Analysis		
Fiscal Impact Summary		
The funds are allocated in the current fiscal year budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$49,500	10572-53160	\$156,136
Exhibits Attached (copies of original agreements)		
1. Change Order 1 - ABA Ethos Change Order 1 - ABA Ethos.pdf		

CHANGE ORDER FORM

Contract / P.O. Number: 2025-079 / 20260030

Bid Number: N/A

Change Order Number: 1

Change Order Date: Nov 12, 2025

Project Name: Vision and Activation Planning Svcs.

Department: Parks and Recreation

Job Location: City of Clermont

VENDOR INFORMATION:

Company Name: ABA Ethos, LLC.

Address: 490 N. Lansing Ave.

City, St., Zip: Tulsa, OK 74120

Contact Name: Shane Fernandez

Telephone: (918) 852-3035

DESCRIPTION OF CHANGE:

Alteration, deviation, addition, or deletion caused by conditions encountered during construction not covered by the specifications and drawings of the project (attach additional pages if necessary).

Additive Change Order in the total amount of \$49,500 for additional work. See attached proposal for more information.

ITEM		AMOUNT
A.	ORIGINAL CONTRACT VALUE:	\$ 100,000.00
B.	AMOUNT OF THIS CHANGE ORDER: <i>Must be within the overall scope of services in accordance with contract specifications.</i>	\$ 49,500.00
C.	PERCENT OF CONTRACT VALUE THIS CHANGE ORDER (B/A):	% 49.5%
D.	AMOUNT OF PREVIOUS CHANGE ORDERS:	\$ 0.00
E.	TOTAL AMOUNT OF ALL CHANGE ORDERS (B+D):	\$ 49,500.00
F.	PERCENT OF CONTRACT OF ALL CHANGE ORDERS (E/A): <i>10% Maximum</i>	% 49.5%
G.	NEW CONTRACT VALUE (A+E)	\$ 149,500.00

This Change Order is not valid without the following signatures:

CONTRACTOR Date

PROJECT ARCHITECT / ENGINEER Date

DEPARTMENT DIRECTOR Date

PROCUREMENT DIRECTOR /
CITY MANAGER Date

Council approval is required if change order(s): 1) exceeds 10% of the original contract amount for construction projects; 2) the funds are not available in the approved budget for the department.

CITY OF CLERMONT

ATTEST:

MAYOR Date

CITY CLERK Date



DATE: 11. 7. 2025

Rick Van Wagner –City Manager
Brian Forman, CPRE- Parks & Recreation Director
3700 S Hwy 27
Clermont, FL
34711

RE: Scope and Fee Proposal

CITY OF CLERMONT PARKS ASSESSMENT
CLERMONT, FLORIDA

Dear Rick and Brian,

As we continue to gain momentum with our efforts in the City of Clermont, I have attached a proposal to initiate the Parks and Recreation Assessment initiative listed as an add-alternate service to the original contract for the Vision and Activation Plan.

The goal of the assessment is to catalog and evaluate the City of Clermont's Parks and Recreation quality, use and potential as described and itemized in the attached document. The effort will be coordinated with the best practices established by the NRPA- National Recreation and Parks Association. With my role as Chairman of the Board's Innovation council, I will coordinate with them directly to review our progress and final deliverable to ensure we capture the full spectrum of experience with our efforts.

Also, I am proposing a coordinated effort with our already established site visits associated with the Vision and Activation Planning meetings. This will maximize savings and increase efficiency with costs associated with the team's travel initiatives.

As always, please let me know if you should have any additional questions or comments.

We are excited and grateful to be working with your team as we build upon a new vision for the City of Clermont!

Respectfully Submitted,

Shane Fernandez- AIA, NCARB, RCID, LEED-AP
CEO- ABA Ethos

PARKS AND RECREATION ASSESSMENT

PHASE 2.0 – CATALOG AND EVALUATE PARK QUALITY, USE, AND POTENTIAL

Objectives:

- . Define opportunities for the overall improvement of citywide parks & recreation- properties and programming to align with the needs of community members and stakeholders.
- . Analyze key metrics to establish baseline patterns and preferences for park-users.
- . Review existing, new, and diversified programming based on community assets and input.
- . List and quantify investment strategies to better improve activation opportunities.
- . Empower public advocates (externally) and leadership succession (internally) to bolster the vision for growth.
- . Create viable strategies that promote public investment in the parks from supporters, benefactors, and regulatory agencies.
- . Align overall strategies with the NRPA – National Recreation and Parks Association's recommendations to measure and evaluate park use and quality with their criteria for the 7 Dimensions of Well-Being.
- . Align overall strategies with the City of Clermont Vision and Activation Plan to maximize future economic development through sports tourism.

2.1 GENERAL INVENTORY AND INTENDED/UNINTENDED USE OF EXISTING PARKS AND AMMENITIES

- . Measure park use to highlight momentum and barriers of activation.
- . Quantify critical data regarding demographics, duration, timing, and frequency of use.
- . Inventory amenities provided.
- . Establish present and future ratio for Park square footage per resident.
- . Utilize NRPA's Community Needs Assessment Toolkit

2.2 ACTIVITY AND RECREATION

- . Identify trends in opportunity and needs associated with recreation and play.
- . Catalog Active and Passive uses.
- . Segment activation into generational use patterns and out-of-school engagement.
- . Align activity potential with Vision and Activation Plan to capture potential growth models for increased use.
- . Healthy food, chronic disease management, and health management.
- . Healthcare services.
- . Educational and enrichment programming.
- . Mentorship programs

2.3 USER SATISFACTION

- . Establish 360 perspective of community feedback regarding satisfaction of the city's park experience.
- . Compare feedback with internal management practices and staffing structure.
- . Segment survey into park specific zones and overall programs.
- . Establish a Net Promoter Score for each park and the parks system as a whole.

2.4 COMMUNITY AND SOCIAL CAPITAL

- . Identify key demographics associated with park use.
- . Review alignment with:
 - . City branding principles and local values.
 - . Welcoming and intergenerational connections
 - . Celebration of mission critical city historical relevance.
 - . Collaboration with non-profit organizations.
 - . Physical/mental therapy opportunities
 - . Social empowerment experiences- famers markets, art performances & shows, community meetings, etc.

2.5 BUILT ENVIRONMENT

Assess, prioritize, recommend opportunities in:

- . Property conditions & improvements
- . Multi-purpose proximities
- . Green infrastructure & practices:
 - . MEP, solar, reclamation, bio-swales, food gardens, resiliency
- . Parking and safe zones
- . E- use, chargers
- . Stewardship
- . High potential investment
- . Equipment
- . Access to outdoors

2.6 PERCEIVED SAFETY AND ACCESSIBILITY

Assess, prioritize, recommend opportunities in:

- . Inclusive programming & spaces
- . Transportation Insecurities
- . Homelessness
- . ADA equipment and pathways
- . Shade structures
- . Mobility
- . Safe Place initiatives
- . First Responder Trends
- . Calming Spaces

2.7 ECONOMIC IMPACT

- . Link to Vision and Activation Plan for current and potential economic impact, sports and tourism activation.
- . Explore property valuation market trends for developments including park access.
- . Identify connection to Social Services & Resources.
- . Evaluate Job creation & workforce development initiatives.

2.8 SUCCESSION PLANNING

- . Review and bolster proactive leadership engagement opportunities and professional development tracks for staff evolution.
- . Workplace well-being

2.9 OVERALL RANKING AND RECOMMENDATIONS

Assess, rank and recommend current status of City Parks and Recreation USE & QUALITY utilizing:

- . NRPA's- SEVEN DIMENSIONS OF WELL-BEING criteria:
 - . Social
 - . Cultural
 - . Physical
 - . Intellectual
 - . Economics
 - . Emotional
 - . Environmental

2.10 ABA ETHOS SITE VISITS

Align with the following Vision and Activation Planning efforts to maximize efficiency & savings:

Visit 3- Tier-2 Stakeholder Forum and Data Collection	(January 2026)	1-extra day
Visit 4- Tier 1 & 2 Assessment and Vision Forum	(February 2026)	1-extra day
Visit 5- Community Presentation Meeting	(March 2026)	1-extra day
Visit 6- Final Presentation Meeting	(April 2026)	1-extra day

Additional Site Visits as requested- refer to Section 1.7

NOTE: Labor, travel, lodging, meals, and all necessary expenses to fulfill the outlined site visits for ABA-Ethos team are reimbursable expenses.

END OF PARKS ASSESSMENT PROPOSAL

2.11 FUTURE OPPORTUNITIES –Master Planning & Architectural Professional Design Services

Upon availability of funding in the future, ABA ETHOS has a robust portfolio to assist in Master Planning and Professional Architectural services to execute identified capital building projects as needed. If the City of Clermont chooses to engage ABA Ethos for these initiatives, our team will issue to the Owner a formal contract for Professional Architectural and Engineering Design Services- AIA B101- 2017 Standard Form of Agreement Between Owner and Architect.

2.12 **ADDITIONAL SERVICES**

Additional design services and/or site visits, if required and previously approved by Owner in writing, will be billed at our standard hourly rates listed herein under **FEES and EXPENSES**

FEES and EXPENSES

Fees for the Vision and Activation Planning Services within the proposed scope of work are outlined below. The fees are lump sum not to exceed totals indicated.

SCOPE OF SERVICES		FEE AMOUNT
PHASE 2.0	PHASE 2.0 – CATALOG AND EVALUATE PARK QUALITY, USE, AND POTENTIAL	\$ 49,500
TOTAL		\$ 49,500

NOTE:

PHASE 2.0 Services listed above shall be considered additive services to the existing ACTIVATION AND VISION PLANNING contract with the City of Clermont.

All **Additional Services** requested by the Owner/Client outside the outlined scope performed herein and agreed to in writing shall be billed as per the **2025 ABA-ETHOS HOURLY RATES AND EXPENSES SCHEDULE** below

2025 ABA-ETHOS HOURLY RATES & EXPENSES SCHEDULE

RATE/ HR.		DIRECT EXPENSES/ ALLOWANCE
Principal	\$ 250.00	• Flights (based on coach fare rates)
Associate	\$ 155.00	• Car Rental (based on mid-size car rate, Applicable taxes, fees, insurance and fuel.
Project Manager	\$ 135.00	• Accommodations (not to exceed \$250/night)
Lead Designer	\$ 120.00	• Mileage (paid at current IRS rate per mi)
Lead Graphics	\$ 100.00	• Meals (\$50.00/per day allowance)
Drafting/ Production	\$ 90.00	• Parking Fees (airport, garage, meters)
Clerical/ Administration	\$ 55.00	• Tolls
		• Printing/Duplicating/Plotting/Blueprinting
		• Phone/Fax
		• Messenger
		• Postage/Federal Express
		• Graphics
		• Physical Models

BILLING

Invoices will be submitted the 1st of each month from ABA ETHOS's office and continuing through the contract period as established by the overall schedule agreed to by the Client.

QUALIFICATIONS

Design and coordination qualifications for the project and process created by ABA ETHOS are outlined in "APPENDIX-A" and incorporated herein by this reference.

ACCEPTANCE

If this proposal meets with your approval, please sign and return to our office. When accepted, this proposal will serve as a mutual commitment between ABA ETHOS- llc and the City of Clermont for the above outlined services and fees. Work will be scheduled upon receipt of signed agreement.

This proposal is valid for acceptance within 60 days from the date of issue.

AGREED TO: ABA ETHOS, LLC

By:



Shane Fernandez- AIA, NCARB, RCID, LEED-AP

CEO- ABA ETHOS, LLC

490 N Lansing Ave E

Tulsa, OK 74120

918-852-3035

sfernandez@usabmx.com

Nov 7, 2025

Date

APPENDIX A

PROJECT ASSUMPTIONS

The following assumptions shall apply (if applicable) to the proposed scope of work and submitted fees:

- All written documents will be generated using Microsoft Word.
- All spreadsheet documents will be generated using Microsoft Excel.
- ABA ETHOS will retain specialty consultants as needed as an additional service: Civil, Landscape Architect, Interior Design, Structural Engineer, and MEP Engineer. Should the Client require additional engineering listed above, it will be at direct cost plus 10% coordination fee with client pre-approval.
- Additional printing and plan sets, if required and approved, will be billed at our standard in-house, or out-of-house, duplication rates.
- Data collected and methods used shall at a minimum be as follows:
 - Plan Processing Requirements – The Client shall outline for ABA-ETHOS and the design team the process required for the ultimate approval of all reports, plans, specifications, and cost estimates. If required, the Client shall provide ABA-ETHOS with any specific details, title blocks, specifications, and/or document formatting required by the Client. A Project Manager employed by the Client shall be provided to assist ABA-Ethos and the design team in the submittal and approval process during the entire duration of the project.
 - Budgeting – The Client shall inform ABA-Ethos of the proposed construction budget of this project.
 - Gather existing reports/studies/record drawings – The Client shall provide ABA-ETHOS with all available information for water, sewer, electrical, and irrigation prior to the site visit. The Client shall provide ABA-ETHOS and design team any available “as-built” plans/notes, all existing digital files for existing conditions (grades, facilities, past improvements), as well as a current site survey.
 - Coordination of Utilities – The Client shall provide ABA-ETHOS with addresses, phone numbers, and contacts for all utility companies servicing the site. This information shall be utilized to verify existing services and determine requirements to adequately serve the park development. The utility companies shall also be expected to provide underground utility locations critical to the project as well as describing any existing or future utility easements. Specific processing requirements shall be provided to ABA-ETHOS for each utility company involved in the project site.
 - OWNER/CLIENT Provided site regulatory Information includes but not limited to:
 - ALTA and Topographic Survey (Min)
 - Geotechnical Report – If a current geo-technical report is available, it shall be a maximum of 1 year old. If the report is over 1 year old, the original firm preparing the report shall issue a letter testifying that the report is still valid and no corrections or updates need to be prepared for the report. The letter shall be dated within 30 days of ABA-ETHOS's receipt of the Geotechnical report. The report shall be completed and sealed by a Geotechnical Engineer registered in the state where the project site is located. At a minimum the report is to include the following; vicinity map of the project limits, plot plan/aerial showing location of borings, detailed description of the findings and recommendations, a detailed report of the laboratory tests performed, and an executive summary stating general findings and recommendations.
 - Floodplain hazard areas- if applicable
 - Environmental site assessments- if applicable
 - Botanical surveys-if applicable
 - Wetland analysis- if applicable
 - Threatened and endangered species habitat assessments- if applicable

PROJECT CONDITIONS

- Client Approvals. A written request by the Client to commence each phase constitutes approval of prior design. Changes, directed and approved by Client requiring redesign and/or revisions during subsequent phases, will be considered as additional services and will be documented and billed on an hourly basis.
- Offsite Improvements: Responsibilities for the preparation and coordination of design or construction documents and exhibits for all off-site improvements not specifically outlined in this scope or work are not included in this fee proposal.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Grant Application & Budget Amendment <i>FL Urban and Community Forestry</i>		
Requested Action		
City Council to approve Public Services to apply for the Florida Forest Service Tree Planting Grant		
Staff Report		
The Public Services Department has become aware of an urban forest tree planting grant program sponsored by the Florida Department of Agriculture Forest Service Division. This grant will assist local governments by providing funds to plant trees in public spaces. To improve the City's chances of an award, Public Services is proposing to match the grant request at a 50/50 split. The grant request from the City of Clermont would be for \$30,000 with an additional \$30,000 matching funds from the City's tree fund for a project total of \$60,000. Public Services is proposing to plant trees at the following park locations: Felter Park, Hancock Park, Waterfront Park (along the bike trail) and West Beach Park (along the bike trail). A total of 88 trees are proposed to be planted. Funding available Statewide for this program is \$1,795,000. The Public Services Department is requesting Council approval to apply for this grant.		
Additional Analysis		
Fiscal Impact Summary		
The FYE 2026 budget includes \$310,000 for a specific downtown project. If the grant request is approved, a budget amendment would be necessary for the grant award and the unplanned expense.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$60,000	10T542-66302	\$0
Exhibits Attached (copies of original agreements)		
1. SPS Admin25112609010	SPS Admin25112609010.pdf	
2. TREE PLANTING MAPS	TREE PLANTING MAPS.pdf	

[Grant Opportunities \(/\)](#) > **23-DG-11083112-500**

Urban and Community Forestry - Inflation Reduction Act Grant

The purpose of Florida's Urban and Community Forestry- Inflation Reduction Act (UCF- IRA) Grant Program is to provide financial assistance to local governments, Native American tribal governments, volunteer groups, nonprofit organizations, and educational institutions to initiate or enhance local urban and community forestry programs and improve the urban environment within the state of Florida. This will be accomplished by providing funding to generate and maintain healthy urban forests in disadvantaged communities. The state of Florida anticipates an allocation of \$1,795,000 to applicants through this funding opportunity.

Opportunity Number

23-DG-11083112-500

Division

Florida Forest Service

Status

Active



Landscape Improvements

Felter Park



Date: 10/15/2025



Date: 10/15/2025



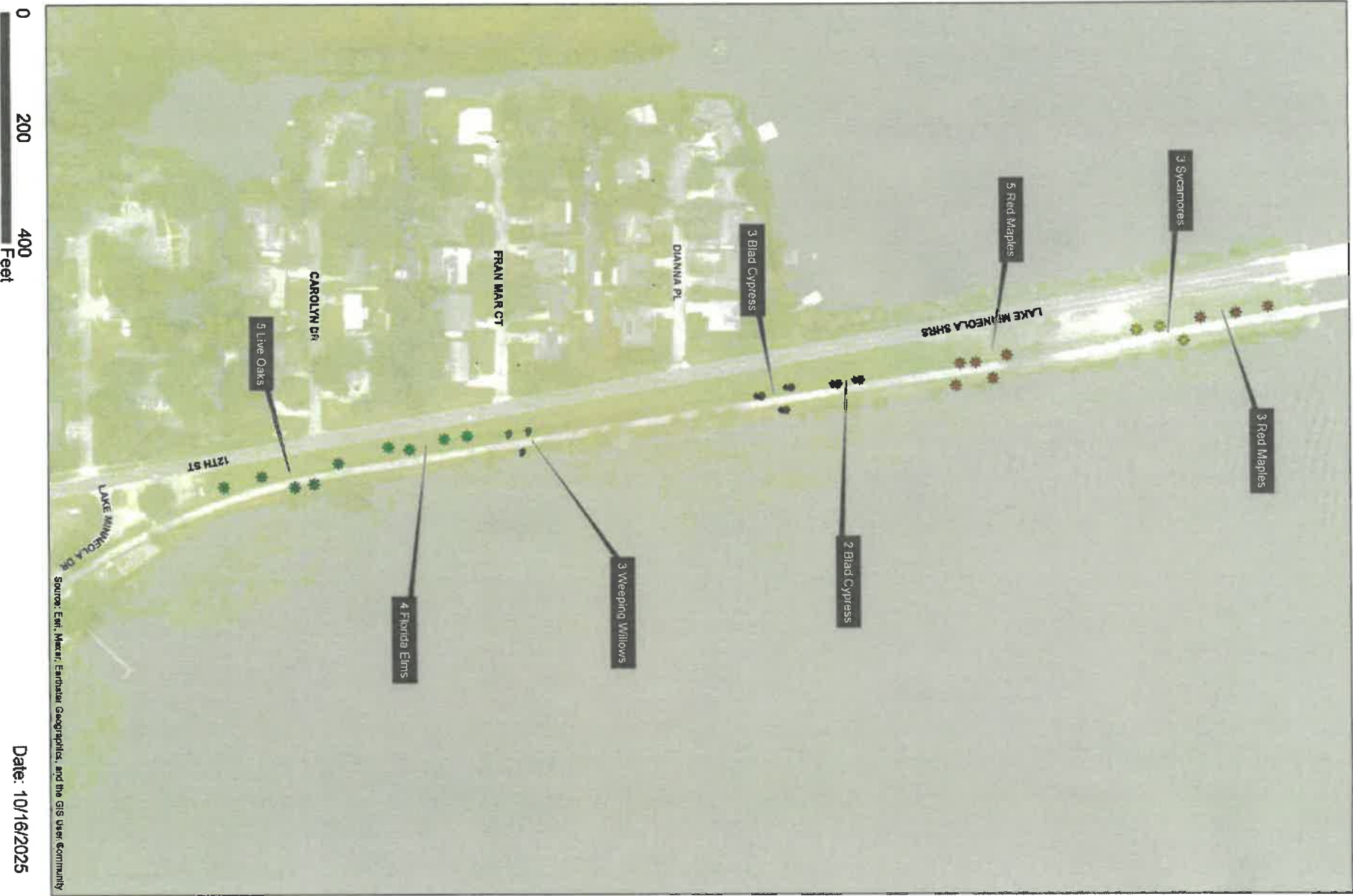
Landscape Improvements

Bike Trail 4th st to 7th st



Date: 10/15/2025

Landscape Improvements Bike Trail West Beach North



Source: Esri, Mapbox, Earthstar Geographics, and the GIS User Community



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Grant Application & Budget Amendment <i>FDEP Garbage Truck Project</i>		
Requested Action		
City Council approval for Public Services to apply for the Garbage Truck Grant		
Staff Report		
The Public Services Department has become aware of a new grant program sponsored by the Florida Department of Environmental Protection. This grant would pay for the replacement of up to three (3) garbage trucks at a maximum cost of \$400,000 per unit. This would be a total grant request of \$1,200,000. Eligible entities include counties and local municipal governments. This grant will also prioritize awards to agencies that are upgrading and improving hurricane response equipment, which for Clermont means replacement of an older clam truck that is used for hurricane cleanup. State funding for this program is from the Florida State Beneficiary Mitigation Plan under Volkswagen Settlement and VW Mitigation Trust. Funding available for this program is \$10,000,000. The Public Services Department is requesting Council approval to apply for this grant.		
Additional Analysis		
Fiscal Impact Summary		
The FYE 2026 includes the purchase of one (1) sanitation truck. Purchase of the two additional trucks is contingent upon award of the grant. If approved, a neutral budget amendment will be needed in order to account for the additional trucks funded by the grant.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$1,200,000	49534-66400 - Vehicles	\$600,000
Exhibits Attached (copies of original agreements)		
1. GARBAGE TRUCK PRICE QUOTATION	GARBAGE TRUCK PRICE QUOTATION.pdf	
2. FDEP CLASS 4-7 TRUCK PROJECT APPLICATION	FDEP CLASS 4-7 TRUCK PROJECT APPLICATION.pdf	

- PRICE QUOTATION -

Battle LET2 DIESEL Powered Low-Entry Cab & Chassis
With Loadmaster Eclipse 31 yd ASL Body
IAW FL Sheriffs Assoc. Bid # FSA25-VEH23.0, Item # 89

DATE: Nov. 7, 2025

TO: City of Clermont
 Attn: Mr. Brian Camp, Public Services Mgr., Sanitation Div.

QTY.	DESCRIPTION	PRICE EA.
1 (one)	(in stock) 2024 Battle LET2-46 cab and chassis 62,000 lbs. GVWR, including the following: Cab Equipment: - Cab: low-entry (18") both sides, galvanized construction 60° tilt, 2 man seating - Dual Steering w/tilt & telescope steering wheels - Sears C2 Air-ride driver's seats w/asphalt gray fabric - radio with AM/FM/MP3/USB/Bluetooth/hands free - air conditioning, electric windshield wipers w/intermittent feature - dual tone air horn; electric horn 16" x 7" S.S. "West Coast" style mirrors, 8" round convex, heated, both sides - daytime running lights 2 sets of keys Chassis Equipment: - Cummins L9-350, 350 hp @ 1900 rpm; 1150 lb ft @ 1400 rpm - Cummins engine protection system (gives 30 sec. warning before shutdown for low oil pressure, high coolant temp., or low coolant level) - Cummins Engine Compression (JAKE) brake, block heater - Insulation wrapped S.S. exhaust w/LH vertical DPF/SCR outboard, above frame, behind cab, 4" diameter tailpipe w/curved elbow outlet 80 gallon aluminum fuel tank, LH mtd. - Remote radiator w/1,814 sq. in. core area with bolted tanks and 3-row, 14 fin core; EMP electric (reversible) cooling fans, - Shell Rotella ELC Extended Life Coolant, remote coolant fill - Cummins-Wabco 18.7 cfm air compressor - Allison 3000 RDS 6 sp. Automatic transmission w/pushbutton control, TranSynd fluid - Cummins Opti-Air - 13" air cleaner w/restriction indicator - Delco-Remy 55SI, 430 amp alternator - Batteries: 3 ea. group 31, 925 CCA ea. - Dana-Spicer EFA-20F4, 20,000 lb front axle - Tapered parabolic front springs, 20,000 lb.	

(Continued on pg. 2)



Dana-Spicer D46-170P drive axle, 46,000 lb., 5.57:1 ratio
(approx. 65 mph)
Hendrickson HMX-460 - 46,000 lb. rear suspension system
Air brakes: Bendix 4S/4M ABS
Front – 16.5" x 7" S-cam w/auto. slack adjustors
Rear (Drive) – 16.5" x 8.62" S-cam w/auto slack adjustors
Tires: Front: 315/80R 22.5 – 18/L TOYO M153
Rear: 11R22.5 16/H – TOYO M170
220" wheelbase, 196" CT
Wheels, front & rear: hub piloted steel disc
Bendix AD-IP air dryer
Bendix DV2 auto. drain valve, heated (on wet tank)
Back-up alarm
Paint: white cab
Black frame & bumper
All other std. equip.

CAB & CHASSIS SUB-TOTAL: \$ 207,006.00

Body Equipment:

2024 Loadmaster Eclipse 31 yd. ASL Body
including all std. equip. and the following options:
FEPTO
Operate In Gear at Idle (OIGAI) Power Arm – 2,000 lb. capacity.
Joystick control, Hopper air deflector
8 ga. 80,000 psi body sides & roof
1/4" AR 400 hopper floor w/ 1/4" floor liner (overlay)
1/4" AR 400 hopper sides
3 tool holder w/20 lb. fire ext., broom, clean-out hoe
Reverse flood lights, body side fenders
LED strobe system – 2 ea. 4" amber – front of body
LED strobe system – 4 ea. 4" amber – tailgate
Center pod Tailgate light cluster – 4 oval amber LED lights – 1 center
red brake light
Chevron Clarity bio synthetic Hyd. Oil
AutoLube System (LH Travis) for arm
Hydraulic cooler w/fan
2 camera system (hopper & back-up) w/7" monitor, 2 LED work lights
Polyurethane enamel paint – Body – white

BODY SUB-TOTAL: \$ 185,819.00

TOTAL – Chassis & Body (each): \$ 392,825.00

FOB: Clermont, FL
DELIV: in stock in Daytona Beach
TAXES: exempt
TERMS: net 45 days

(continued on page 3)

WARRANTY: *Battle Warranty:*

Battle Base Warranty: 1 YEAR/2000 Hours Parts and Labor

Cummins Warranty: 2 YEAR/250,000 Miles, or 6,250 hrs, Parts and Labor

Allison Warranty: 3 YEAR/Unlimited miles and hours, Parts and Labor

Loadmaster Warranty:

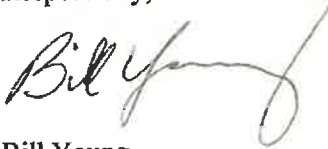
Body: Std. 1 YEAR/Unlimited miles/hours, Parts and Labor

Cylinders: 3 YEARS/Unlimited miles/hours, Parts and Labor

NOTES:

2 identical units are available. One unit is being used as a demonstrator, and as such, would be discounted to \$ 378,825.00. (715 hours; 8100 miles, warranty same as new).

Respectfully,



Bill Young,
President

Florida Sheriffs Bid # FSA25-VEH23.0 (2025-2027)

Adjustment Worksheet - Item # 89 - Battle Raider with Loadmaster Eclipse ASL, 11/7/25 City of Clermont

item	price	add	delete	adjusted
Base Bid - 2026 Battle LET2	\$209,892.00			\$209,892.00
CUMMINS L9-350 (350 hp) diesel engine ILO (In Lieu Of) ISX-350R (350 hp) Diesel			\$6,500.00	\$203,392.00
Alison 3000RDS ILO 4500RDS			\$9,150.00	\$194,242.00
LCF with dual sit down steering		\$5,175.00		\$199,417.00
D46-170P 46,000 lb. rated drive axle & HMX-460 suspension ILO DSH44P 44,000 lb. axle & HMX-EX-400 suspension		\$2,768.00		\$202,185.00
Engine Block Heater		\$264.00		\$202,449.00
Engine Compression (Jake) Brake		\$1,704.00		\$204,153.00
remote coolant fill, RH fender mtd.		\$542.00		\$204,695.00
80 gal. round aluminum fuel tank, ILO std 60 gallon tank		\$320.00		\$205,015.00
lengthen WB		\$2,875.00		\$207,890.00
Sears C2 air ride passenger seat (RH driver's seat) ILO 2-way adjustable seat		\$113.00		\$208,003.00
Driveaway to Norway, MI - ILO Daytona Beach, FL			\$997.00	\$207,006.00
new State tag		\$0.00		\$207,006.00
Cab & Chassis SUB-TOTAL (Each):				\$207,006.00
Loadmaster Eclipse 31 yd ASL	\$175,830.00			\$175,830.00
Hopper Air Deflector		\$ 360.00		\$176,190.00
20 lb. fire ext.		\$ 279.00		\$176,469.00
Aux. Hydraulic cooler (incl)		\$0.00		\$176,469.00
AutoLube for loader arm (LH Travis)		\$6,650.00		\$183,119.00
Chevron Clarity bio synthetic hyd oil		\$ 2,700.00		\$185,819.00
Body SUB-TOTAL (Each)				\$185,819.00
SUB-TOTAL Cab & Chassis & Body (Each):				\$392,825.00

NOTE: Shaded area indicates non-contract options.

NOTE: Non-contract (Battle) options are discounted 20% from factory list.



FLORIDA DEPARTMENT OF Environmental Protection

Ron DeSantis
Governor

Jay Collins
Lt. Governor

Alexis A. Lambert
Secretary

Bob Martinez Center
2600 Blair Stone Road
Tallahassee, FL 32399-2400

Class 4-7 Garbage Truck Project Application Worksheet

Project Description

Consistent with the terms and conditions of Florida's State Beneficiary Mitigation Plan under the Volkswagen (VW) Settlement and VW Environmental Mitigation Trust,¹ this Notice of Funding Availability (NOFA) Application Worksheet is for potential project partners to propose eligible Class 4-7 diesel trucks (engine model year 2009 or older) for replacement with new garbage trucks (diesel, compressed natural gas [CNG], propane, or electric). Eligible program participants include Florida county governments, Florida municipalities, and non-governmental private commercial entities that provide waste collection services for a Florida county or municipality under contract.

Each entity may request funding for up to a maximum of three (3) new garbage trucks per Application. As stated in the Updates and Amendments to Florida's Beneficiary Mitigation Plan under the Volkswagen Settlement, dated October 31, 2025,² the Department will prioritize funding awards to projects in areas of the state engaged in disaster recovery and resiliency planning (i.e., fleet management and upgrades to legacy vehicles and equipment to address present and projected needs relating to hurricane and natural disaster preparedness and response), and in communities that have suffered disproportionate economic, environmental, and operational impacts from severe weather events in recent years, which would also benefit from reductions in diesel-related emissions. The Department will also prioritize funding for projects located in rural areas of opportunity as defined under Section 288.0656, Fla. Stat.

Qualifying governmental entities may be awarded up to \$400,000 per eligible new unit, subject to the limits of available funds and the goal of awarding funds to as many qualifying governmental entities as possible. Qualifying non-governmental private commercial entities may be awarded up to \$100,000 per eligible new unit, subject to the limits of available funds. To be eligible, a qualifying entity must purchase one new garbage truck (diesel, compressed natural gas [CNG], propane, or electric) for each eligible existing unit

¹ Florida's Beneficiary Mitigation Plan (dated October 2019) is available for download at: <https://floridadep.gov/air/air/documents/floridas-beneficiary-mitigation-plan>.

² Florida's Beneficiary Mitigation Plan Updates and Amendments (dated October 31, 2025) is available for download at: <https://floridadep.gov/air/air-business-planning/documents/florida%E2%80%99s-beneficiary-mitigation-plan-updates-amendments-under>.

scrapped. Eligible existing units do not have to be garbage trucks. Eligible existing units may be any Class 4-7 medium truck of model year 2009 or older. Grant funds will be paid to the grantee in the form of a reimbursement following the completion of all grant requirements. Scrappage requirements will apply as specified in Florida's Beneficiary Mitigation Plan.

The State of Florida intends for all projects funded under this NOFA to be completed no later than December 31, 2027. Funding priority will be based, in part, upon the date by which the grantee proposes to complete the project. All interested parties must complete and submit this application worksheet to VWMitigation@FloridaDEP.gov by **Tuesday, December 23, 2025, at 5:00 p.m. EST.**

Once the application period has closed and the Department has completed its review of all applications, the Department will prepare award letters for potential project partners followed by draft grant agreements for review prior to execution by the Department and the grantee. Each grant agreement will include specific deliverables (i.e., make, model, unit specifications, and total unit cost for each new unit) and information pertaining to the process by which the grantee must scrap (e.g., permanently disable) each eligible existing unit. Each grant agreement will include a detailed scope of work, timeline, and payment schedule.

The total amount of funding available for potential distribution to qualifying entities under this NOFA is \$10,000,000.³ The maximum potential grant award for any individual qualifying entity operating within a specified county or municipality will be \$1,200,000 for governmental entities (for three replacement units at \$400,000 per unit) and \$300,000 for non-governmental / private commercial entities (for three [3] replacement units at \$100,000 per unit). Non-governmental private commercial entities that provide waste collection services to governmental entities under contract, and which operate in more than one county or municipality, may apply separately for funding for unit replacement projects within each separate county or municipality in which that entity provides services.

The Department reserves the right to prioritize the distribution of project funding to governmental entities ahead of non-governmental private commercial entities. The Department reserves the right to distribute project funding to as many qualifying entities as possible.

³ The Department reserves the right to make additional VW Settlement funds available for the purchase of new Class 4-7 garbage trucks if there is sufficient interest in this NOFA.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Interlocal Agreement Amendment <i>Wellness Way Consulting Services</i>		
Requested Action		
Staff recommends Council approve the proposed third amendment to the Interlocal Agreement for Consulting Services for Wellness Way.		
Staff Report		
<i>This item was tabled at the November 18th City Council meeting by a citizen to discuss the need for the service.</i> Lake County has requested a third amendment to the Wellness Way Consulting Services Interlocal Agreement. The following is the timeline of the interlocal agreement: - o November 4, 2019 - The City of Clermont and Lake County entered into an Interlocal Agreement for consulting services for Wellness Way. This agreement had the County providing to the City \$155,000 over the course of 2 years to assist with the cost of hiring a consultant, Levey Consulting, LLC., to assist the City in developing and executing strategies for economic development in the Wellness Way Area Plan. - o September 28, 2021 - The City entered into a new agreement with Levey Consulting, LLC to provide additional consulting services. - o December 7, 2021 - The City of Clermont and Lake County entered into a Second Interlocal Agreement (2021 Interlocal), whereby the County agreed to provide the City up to \$70,000 over the course of two (2) years to assist with the hiring of a consultant to work on issues involving the Wellness Way Area Plan. - o December 20, 2022 - The agreement (2021 Interlocal) was amended (first amendment) to adjust the scope of services. - o December 5, 2023 - The City of Clermont and Lake County entered into a Second Amendment to the agreement to extend the terms for an additional two (2) years, whereby the County agreed to pay up to \$70,000 over the course of two years. The proposed amendment (third amendment) would extend the agreement for an additional five (5) years to September 30, 2030, with the County providing funding not to exceed an additional \$35,000 per year and shall have retroactive application to an including October 1, 2025. Staff recommends Council approve the proposed third amendment to the Interlocal Agreement for Consulting Services for Wellness Way.		
Additional Analysis		
Fiscal Impact Summary		
The reimbursement revenue of \$35,000 from the proposed agreement is included in the City's General Fund budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		

1.	Clermont Interlocal Third Amendment_FINAL (1)	Clermont Interlocal Third Amendment_FINAL (1).pdf
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**THIRD AMENDMENT TO INTERLOCAL AGREEMENT FOR
CONSULTING SERVICES FOR WELLNESS WAY**

THIS THIRD AMENDMENT TO INTERLOCAL AGREEMENT (“Third Amendment”) is made by and between Lake County, Florida, a political subdivision of the State of Florida (the “COUNTY”), and the City of Clermont, a municipal corporation organized under the laws of the State of Florida (the “CITY”).

WITNESSETH:

WHEREAS, Section 163.01, Florida Statutes, provides that local governments may enter into agreements to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage; and

WHEREAS, the Wellness Way Area Plan (the “WWAP”), is a special planning area in southeast Lake County, south of S.R. 50 and east of U.S. 27 totaling approximately 15,000 acres that is expected to accommodate a significant regional employment center which will promote significant economic development while encouraging fiscally efficient and well-balanced development patterns; and

WHEREAS, the COUNTY and CITY wish to accomplish an extensive set of goals and objectives with the development of the WWAP that includes a conceptual master plan that portrays the program elements, and associated design guidelines; and

WHEREAS, the parties previously entered into an Interlocal Agreement dated November 4, 2019, in which the COUNTY provided the CITY \$155,000 over the course of two (2) years to assist with the cost of hiring a consultant to perform the work; and

WHEREAS, the CITY entered into a Professional Consulting Services Contract with Levey Consulting, LLC., a Florida Limited Liability Corporation (the “CONSULTANT”), to assist the CITY in developing and executing strategies for economic development in the WWAP. The CITY entered into a new agreement dated September 28, 2021, with the CONSULTANT to provide additional services; and

WHEREAS, the parties entered into a Second Interlocal Agreement dated December 7, 2021 (“2021 Interlocal”), whereby the COUNTY agreed to provide the CITY up to \$70,000 over the course of two (2) years to assist with the hiring of a consultant to work on issues involving the WWAP; and

WHEREAS, the parties entered into an Amendment to the Interlocal Agreement (“First Amendment”) on December 20, 2022, to adjust the Scope of Services which replaced the Exhibit A, attached to the 2021 Interlocal in its entirety with **Exhibit A**, attached hereto; and

WHEREAS, the parties entered into a Second Amendment to the Interlocal Agreement (“Second Amendment”) on December 5, 2023, to extend the terms for an additional two (2) years whereby the COUNTY agreed to pay the CITY up to \$70,000 over the course of two (2) years; and

WHEREAS, the services under the terms and conditions of the Second Amendment are ongoing and the parties wish to extend the terms for an additional five (5) years, whereby the COUNTY agrees to pay the CITY up to \$175,000 over the course of the five (5) years.

NOW, THEREFORE, IN CONSIDERATION of the mutual terms, understandings, conditions, promises, covenants, and payment set forth in this Third Amendment, and intending to be legally bound, the parties hereby agree as follows:

1. Legal Findings of Fact. The foregoing recitals are hereby adopted as legislative findings of the Board of County Commissioners and are ratified and confirmed as being true and correct and are hereby made a specific part of this Third Amendment upon adoption hereof.

2. County Obligations. Under the provisions of Section 4.A. of the 2021 Interlocal, the funding provided by the COUNTY pursuant to this Third Amendment shall not exceed an additional Thirty-Five Thousand and 00/100 Dollars (\$35,000.00), per year for each year of the extension as follows:

1.	October 1, 2025 – September 31, 2026	\$35,000
2.	October 1, 2026 – September 30, 2027	\$35,000
3.	October 1, 2027 – September 30, 2028	\$35,000
4.	October 1, 2028 – September 30, 2029	\$35,000
5.	October 1, 2029 – September 30, 2030	\$35,000

All other provisions of Section 4.A. of the 2021 Interlocal shall remain in full force and effect.

3. Term. Under the provisions of Sections 7 and 13 of the 2021 Interlocal and Section 3 of the Second Amendment, the 2021 Interlocal, as amended, is hereby extended for an additional five (5) year term beginning on the effective date, through September 30, 2030.

4. **Retroactive Application.** This Third Amendment shall have retroactive application to and including October 1, 2025.

5. **Other Provisions.** All other provisions of the 2021 Interlocal, as amended, shall remain in full force and effect unless otherwise amended by the parties.

6. **Counterparts.** This Third Amendment may be executed in counterparts, each executed counterpart to be deemed an original and all of which will constitute but one and the same instrument. This Third Amendment may be executed by electronic signatures and electronic signatures will constitute originals for all purposes.

IN WITNESS WHEREOF, the parties have signed this Third Amendment through their authorized representatives on the respective dates under each signature.

CITY

ATTEST:

CITY OF CLERMONT, FLORIDA

Tracy Ackroyd Howe, MMC
City Clerk

Tim Murry, Mayor

This _____ of December, 2025.

Approved as to form and legality:

City Attorney

COUNTY

ATTEST:

LAKE COUNTY, FLORIDA through its
BOARD OF COUNTY COMMISSIONERS

Gary J. Cooney, Clerk
Board of County Commissioners of
Lake County, Florida

Leslie Campione, Chairman

This ____ of December, 2025.

Approved as to form and legality:

Melanie Marsh, County Attorney

EXHIBIT A

Wellness Way Project Scope

I. Project Administration.

- a. Provide ongoing coordination efforts between the City, County, and landowners;
- b. Coordinate infrastructure funding, timing and implementation;
- c. Act as City and County “Owners Rep” in building consensus and collaboration between all parties;
- d. Identify conflicts and their resolution early in the development process;
- e. Recommend governance structure(s), if applicable; and
- f. Support City and County entitlement efforts.
- g. The Consultant will assist the City and County in establishing regularly scheduled meetings to advance the objectives of Wellness Way. These meetings may include:
 - i. Monthly development coordination meetings between City and County staff; (To be supported by consultant)
 - ii. Quarterly landowner meetings (or as needed). Support on agenda and discussion materials from consultant);
 - iii. Quarterly update presentations to the City Council and County Commission (or as requested by the City or County Manager)

II. Project Implementation.

- a. The Consultant has produced the Implementation Plan, which established a detailed approach to the character, timing and staging of development within the study area, including appropriate stakeholder engagement. The following items are ongoing implementation tasks required of the Consultant:
 - i. Support City and County staff in the review of development proposals for consistency with Comprehensive Plan policies and Design Guidelines and Standards;
 - ii. Support City and County staff review of roadway/transportation impact fee credit agreements;
 - iii. Assist in the implementation of the Florida Wildlife Corridor through Wellness Way;
 - iv. Facilitate resolution of issues between landowners/developers and the City and County;
 - v. Support Economic Development/Job Creation efforts of the City and County;
 - vi. Assist the City and County in resolving issues with other agencies (FDOT, CFX, State Parks) and utility companies in the advancement of infrastructure delivery;
 - vii. Assist the City and County in coordinating with Lake County School Board on the delivery of public-school facilities; and

- viii. Assist the City and County in the examination of public finance techniques for infrastructure delivery and maintenance.

III. Outreach and Marketing.

- a. Assist in the development of a marketing strategy for Wellness Way.
 - i. Assist the City and County in the selection of a 3rd party branding and marketing consultant, or support County efforts to produce in-house.
 - ii. Collaborate with City and County on the concepts, messaging, content, and creative elements throughout the project.
- b. Assist in the ongoing recruitment of anchor companies and desired commercial/industrial clusters.

IV. Optional Services.

The County or City, or both jointly, may request additional services. The scope of work and fee will be negotiated at the time additional services are requested and may be in addition to the County obligations in this Agreement.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Sole Source Agreement <i>Public Services</i>		
Requested Action		
Requesting approval of a sole-source term agreement with Xylem Water Solutions USA, Inc. for the acquisition of Flygt pumps, parts, and repairs.		
Staff Report		
The Procurement Services Department, in coordination with the Public Services Department, recommends approval of the proposed action. Approving the sole-source agreement with Xylem Water Solutions USA, Inc. will ensure the continued reliability and efficiency of the City's wastewater and lift station operations by providing direct access to genuine Flygt pumps, parts, and authorized repair services. This agreement allows the City to maintain equipment compatibility and performance standards while minimizing downtime through timely repairs by qualified technicians. It also streamlines the procurement process by eliminating repetitive bidding for equipment and services that are only available from a single source, ensuring the City can respond quickly to maintenance needs and sustain uninterrupted service to the community. To determine whether the specified commodity is available from multiple sources, the Procurement Services Department issued Request for Information (RFI) No. 26-023. This process ensures that the specifications are non-restrictive and can be met by multiple companies. According to the City of Clermont Procurement Policy, a purchase may be made without competition if there is only one available source for the required product or service. A sole source purchase is justified when only one product or service can reasonably meet the City's needs, and only one company can provide it. The RFI was posted on the City's website for seven (7) business days. No responses were received, confirming that no other vendors expressed interest. Based on these findings, the staff recommends that the City Council approve the sole-source term agreement. The annual estimated expenditure for this contract in FY 2026 is \$500,000, which is included in the current year's approved budget.		
Additional Analysis		
Fiscal Impact Summary		
The estimated annual impact of \$500,000 is included in the current year's approved budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$255,000	42535-54619, Repair & Maint-Equip-	\$306,000
\$35,000	Lift Station	\$45,000
\$210,000	42535-54614, Repair & Maint-Equip-	\$250,000
	Treatment	
	42535-66321-35104, LS Pump	
	Replace 35104	

Exhibits Attached (copies of original agreements)	
1. Xylem Sole Source Letter	Xylem Sole Source Letter.pdf
2. Xylem Pricing Schedule	Xylem Pricing Schedule.pdf
3. RFI 26-023	RFI 26-023.pdf



XYLEM WATER SOLUTIONS USA, INC. – FLYGT PRODUCTS
455 Harvest Time Drive. Sanford Florida 32771
Phone: 407-880-2900 • Fax: 407-880-2962

July 1, 2025

City of Clermont, Florida
Attn: Mr. Swanson and Mrs. Gates

Subject: FLYGT PRODUCTS – SALES & SERVICE

Please be advised that Xylem Water Solutions USA, Inc. is the only authorized vendor for Flygt Products and is the only authorized service repair and warranty organization in the State of Florida; (East of the Apalachicola River). Our staff is properly trained to provide you the best service available.

Thank you for your interest in Flygt Products. Do not hesitate to call me if you have any questions regarding distribution or any other matter.

Sincerely,

TJ Brown
Sales Representative



XYLEM WATER SOLUTIONS USA, INC. – FLYGT PRODUCTS
455 Harvest Time Drive. Sanford Florida 32771
Phone: 407-880-2900 • Fax: 407-880-2962

October 20, 2025

City of Clermont, Florida
 Attn: Mrs. Gates

Subject: Flygt Pricing

Please see attached Flygt Shop Pricing below.

Exhibit A Hourly Pricing schedule

Task	Flygt		
Field Service MF 8-5	\$181.00		
Field Service Overtime	\$271.00		
Field Service Weekends and Holidays	\$362.00		
Shop Rate MF 8-5	\$145.00		
Shop Rate Overtime	\$217.00		
Shop Rate Sundays and Holidays	\$290.00		
Shop Supplies/ Environmental Fees			
Pump	Shop supplies	Environmental	
3067, 3068, 3085, 3102 & 3127	\$55.00	\$60.00	
40, 3152, 3153, 3170, 3171, 3201 & 3202	\$72.00	\$98.00	
00, 3305, 3306, 3311/12, 3350/55 & 3356	\$115.00	\$120.00	
400, 3500/600, 3501, 3530, 3601 & 3602	\$115.00	\$120.00	
4351/52, 4400, 4610/20/30/40	\$55.00	\$60.00	
4650/60 & 4670/4680	\$72.00	\$98.00	
5150/60	\$115.00	\$120.00	
6020 & 6030	\$55.00	\$60.00	
7050/55, 7060/61, 7075/80, 7100/15 & 7120/40	\$115.00	\$120.00	

Thank you for your interest in Flygt Products. Do not hesitate to call me if you have any questions or concerns.

Sincerely,

TJ Brown
 Sales Representative



REQUEST FOR INFORMATION

RFI 26-023

JUSTIFICATION OF SOLE SOURCE ACQUISITION FROM XYLEM INC.

City of Clermont
685 W. Montrose Street
Clermont, FL 34711

RELEASE DATE: October 9, 2025

DEADLINE FOR QUESTIONS: October 17, 2025

RESPONSE DEADLINE: October 17, 2025, 3:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://procurement.opengov.com/portal/clermontfl>

City of Clermont
REQUEST FOR INFORMATION
Justification of Sole Source Acquisition from Xylem Inc.

- I. Introduction
- II. Response Procedures.....
- III. Sole/Single Source.....

Attachments:

B - Vendor Information

E - OpenGov Vendor Registration

1. Introduction

Thank you for your interest in doing business with the City of Clermont. If you are interested in preparing a response to this Request For Information, please read the solicitation package in its entirety prior to submitting a response.

Hardcopy responses may be delivered to the City of Clermont Procurement Services Department, 685 West Montrose Street, 2nd Floor, Clermont, FL 34711.

All respondents must be registered with the Florida Department of State and licensed to do business in the State of Florida.

1.1. Summary

Justification of Sole Source Acquisition from Xylem Inc.

1.2. Contact Information

Ramsey Jimenez

Procurement Manager

685 W Montrose St

Clermont, FL 34711

Email: rjimenez@clermontfl.org

Phone: [\(352\) 241-7353](tel:(352)241-7353)

Department:

Public Services - Environmental Svcs.

1.3. Timeline

Solicitation Release Date	October 9, 2025
Question Deadline	October 17, 2025, 12:00pm
Response Deadline	October 17, 2025, 3:00pm

2. Response Procedures

2.1. Electronic Bidding System

The City of Clermont uses OpenGov ("Software Administrator"), an e-Procurement system ("Portal") that provides bid notification services to interested vendors. The Portal allows for vendors to register online and receive notification of new solicitations, addenda, and awards. There is no charge to vendors/contractors to register and participate in the solicitation, nor will any fees be charged to the awarded vendor. Vendors with internet access should review the registration options at the following website: <https://procurement.opengov.com/portal/clermontfl>.

The City of Clermont uses the NIGP Commodity Codes to notify vendors of whenever projects are issued that include category codes that match the codes added to the vendor profile.

2.2. Justification of Single/Sole Source Acquisition

This Request for Information (RFI) is intended to verify whether the specifications for the commodity specified are non-restrictive and capable of being met by more than one company. **This is not an invitation to submit a bid or quote.** This notice will be posted for seven (7) business days.

The City of Clermont Purchasing Policy provides that a purchase may be made without competition when there is only one source for the required product or service. Therefore a single/sole source purchase is justified if there is only one product or service that can reasonably meet the City's needs and there is only one company that can provide such a product or service.

Single/Sole Source Information

- A. Company Name: Xylem Inc.
- B. Product or Service Provided: Flygt wastewater pump, parts and repairs.
- C. Estimated Annual Expenditure: \$500,000
- D. Single/Sole Source Justification: Repair or maintenance for specific brand or existing equipment is available from only original equipment manufacturer or designated service dealer.

Action to be Taken

No action is required if you agree the proposed purchase is a valid single/sole source. If you disagree that the justification for single/sole source purchase is valid, please upload information regarding the company's ability to provide the product or service described. **Do not provide pricing.**

All responses will be evaluated by the Procurement Services Department and the Department requesting the product or service, which will be the sole determining power in establishing the approval of the commodity offered by the respondent.

3. Sole/Single Source

3.1. 1. Upload information regarding your company's ability to provide the product or service described.*

*Response required



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Request For Proposal Award <i>Real Estate Broker and Appraisal</i>		
Requested Action		
Requesting approval to award RFP and execute a Term Contract with The Urban Group, Cushman & Wakefield, and Saunders Real Estate to acquire future brokerage and appraisal needs.		
Staff Report		
The Evaluation Committee recommends approval of this action. The Procurement Services Department issued a Request for Proposal No. 26-006 on September 2, 2025, to solicit proposals from qualified companies to provide comprehensive brokerage and appraisal services in support of the City's property transactions. The solicitation was competitively bid, formally advertised, and fully complies with the City of Clermont's Procurement Policy and Procedures. A total of eight (8) responses were received. An Evaluation Committee consisting of three city staff members reviewed, scored, and ranked the proposals. The committee chose to recommend an award to the top three companies: The Urban Group, Cushman & Wakefield, and Saunders Real Estate in order to provide the City with multiple qualified options for future brokerage and appraisal needs. The award recommendation is being made to the three most qualified respondents based on their demonstrated experience in government real estate services, depth of professional expertise, and ability to meet the City's comprehensive brokerage and appraisal needs. The initial contract term is three (3) years, with the option for up to three (3) additional one-year renewals at the City's discretion.		
Additional Analysis		
Fiscal Impact Summary		
Compensation to the selected companies will be derived from a percentage of the proceeds from each completed real estate transaction. Additional services will be budgeted by the department on an as-needed basis.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. RFP 26-006 Evaluation Summary	RFP 26-006 Evaluation Summary.pdf	
2. RFP 26-006 Notice of Intent to Award	RFP 26-006 Notice of Intent to Award.pdf	
3. The Urban Group Fee Schedule	The Urban Group Fee Schedule.pdf	
4. Cushman & Wakefield Fee Schedule	Cushman & Wakefield Fee Schedule.pdf	
5. Saunders Real Estate Fee Schedule	Saunders Real Estate Fee Schedule.pdf	



EVALUATION SUMMARY

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

RESPONSE DEADLINE: October 30, 2025, at 2:00 pm

PHASE 1

EVALUATORS

Name	Title
Jenny Cassidy	Assistant Finance Director
John Kruse	Planning Manager
Nicole Wisniewski	Deputy City Clerk

AGGREGATE SCORES SUMMARY

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	Total Avg. Score (Max Score 100)	Total Rank
The Urban Group, Inc.	90.5 (1)	71.5 (3)	85.5 (1)	82.5	1
Cushman & Wakefield	88 (2)	75.5 (2)	68 (5)	77.17	2
Saunders Real Estate LLC	70 (3)	85 (1)	72.5 (4)	75.83	3
Atrium Commercial Real Estate	59.5 (4)	68.5 (4)	84.5 (2)	70.83	4
Saunders Appraisals	40.5 (7)	53 (5.5)	76 (3)	56.5	5
HORIZON REAL ESTATE SOLUTIONS	49 (5)	53 (5.5)	58 (6)	53.33	6
Dawson Appraisal Services, LLC	33 (8)	44.5 (8)	51 (7)	42.83	7
RE/MAX Titanium	44.5 (6)	52.5 (7)	30 (8)	42.33	8

MEETING SUMMARY

The Evaluation Committee met on Thursday, November 20, 2025, at 9:00 A.M. to review the results of their proposal evaluations. Each evaluator submitted their scores individually through OpenGov. During the meeting, the Procurement Services Director presented a score summary, guided the committee through the results, and facilitated discussion on the evaluations. The committee unanimously agreed with the summarized scores and confirmed the proposal rankings in the same order. Based on the final consensus, the Evaluation Committee voted to recommend an award to the three highest-ranked firms: The Urban Group, Cushman & Wakefield, and Saunders Real Estate. This award recommendation is scheduled for consideration at the December 9th City Council meeting.

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Firm Background & Experience with Government/Equivalent Clients 0-10 Points 20 Points (20%)	Personnel Qualifications & Experience 0-10 Points 20 Points (20%)	Demonstrated Brokerage & Appraisal Experience (Past Projects) 0-10 Points 20 Points (20%)	Fee Schedule / Cost of Services 0-10 Points 15 Points (15%)	License and Insurance Pass / Fail 5 Points (5%)	Business Location 0-5 Points 5 Points (5%)	References & Past Performance 0-10 Points 10 Points (10%)	Quality, Clarity, and Completeness of Proposal 0-10 Points 5 Points (5%)	Total Score (Max Score 100)
The Urban Group, Inc.	9	8.7	9	6.3	100%	2	8.3	8.7	82.5
Cushman & Wakefield	8.7	8.3	8.7	7.7	0%	2	8.7	7.3	77.17
Saunders Real Estate LLC	8.7	8.3	6.3	7	100%	2	7.3	8.7	75.83
Atrium Commercial Real Estate	7	7	7	7.3	100%	2	7	7.7	70.83

EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Vendor	Firm Background & Experience with Government/Equivalent Clients 0-10 Points 20 Points (20%)	Personnel Qualifications & Experience 0-10 Points 20 Points (20%)	Demonstrated Brokerage & Appraisal Experience (Past Projects) 0-10 Points 20 Points (20%)	Fee Schedule / Cost of Services 0-10 Points 15 Points (15%)	License and Insurance Pass / Fail 5 Points (5%)	Business Location 0-5 Points 5 Points (5%)	References & Past Performance 0-10 Points 10 Points (10%)	Quality, Clarity, and Completeness of Proposal 0-10 Points 5 Points (5%)	Total Score (Max Score 100)
Saunders Appraisals	6	6.3	6.3	3.7	0%	5	5.7	6	56.5
HORIZON REAL ESTATE SOLUTIONS	6	6	5.7	4.7	0%	2	6	6	53.33
Dawson Appraisal Services, LLC	3.3	6.3	4.3	4.3	0%	2	4	4.7	42.83
RE/MAX Titanium	3.3	5.3	4.3	4.7	0%	5	3	2.7	42.33

INDIVIDUAL PROPOSAL SCORES

Atrium Commercial Real Estate	
Firm Background & Experience with Government/Equivalent Clients 0-10 Points 20 Points (20%)	
Evaluator 1: 6	
Evaluator 2: 7	
Evaluator 3: 8	
Personnel Qualifications & Experience 0-10 Points 20 Points (20%)	

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

Page 3

EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Evaluator 1: 5

Evaluator 2: 7

Evaluator 3: 9

Demonstrated Brokerage & Appraisal Experience (Past Projects) | 0-10 Points | 20 Points (20%)

Evaluator 1: 5

Firm states they are applying with an appraisal partner. Experience varies between the two firms.

Evaluator 2: 7

Evaluator 3: 9

Fee Schedule / Cost of Services | 0-10 Points | 15 Points (15%)

Evaluator 1: 7

6% split for co-broker participation, listings and sales without co-broker 4%. Appraiser \$200-\$300 per hour.

Evaluator 2: 7

Evaluator 3: 8

License and Insurance | Pass / Fail | 5 Points (5%)

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

Business Location | 0-5 Points | 5 Points (5%)

Evaluator 1: 2

Evaluator 2: 2

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

Page 4

Evaluator 3: 2

References & Past Performance | 0-10 Points | 10 Points (10%)

Evaluator 1: 6

Evaluator 2: 6

Evaluator 3: 9

Quality, Clarity, and Completeness of Proposal | 0-10 Points | 5 Points (5%)

Evaluator 1: 8

Evaluator 2: 6

Evaluator 3: 9

Cushman & Wakefield

Firm Background & Experience with Government/Equivalent Clients | 0-10 Points | 20 Points (20%)

Evaluator 1: 10

Evaluator 2: 9

Evaluator 3: 7

Personnel Qualifications & Experience | 0-10 Points | 20 Points (20%)

Evaluator 1: 9

Evaluator 2: 9

Evaluator 3: 7

Demonstrated Brokerage & Appraisal Experience (Past Projects) | 0-10 Points | 20 Points (20%)

Evaluator 1: 10

Broker and appraisal services.

Evaluator 2: 8

Evaluator 3: 8

Fee Schedule / Cost of Services | 0-10 Points | 15 Points (15%)

Evaluator 1: 9

Appraisal and brokerage fees listed. Appraisals \$150-\$300 an hour. Brokerage rates 4% commission (3% if over \$10M), 4% purchase, 1% of fee shall be credited back to City. "No fee shall be due to Cushman & Wakefield unless property is actually sold or transferred and approved by City Council. Lease percentages not listed."

Evaluator 2: 7

Evaluator 3: 7

License and Insurance | Pass / Fail | 5 Points (5%)

Evaluator 1: Fail

No documentation demonstrating compliance with the RFP's insurance requirements was provided.

Evaluator 2: Fail

No documentation demonstrating compliance with the RFP's insurance requirements was provided.

Evaluator 3: Fail

No documentation demonstrating compliance with the RFP's insurance requirements was provided.

Business Location | 0-5 Points | 5 Points (5%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

References & Past Performance | 0-10 Points | 10 Points (10%)

Evaluator 1: 10

Evaluator 2: 8

Evaluator 3: 8

Quality, Clarity, and Completeness of Proposal | 0-10 Points | 5 Points (5%)

Evaluator 1: 9

Evaluator 2: 6

Deducted points for more than 60 pages

Evaluator 3: 7

Dawson Appraisal Services, LLC

Firm Background & Experience with Government/Equivalent Clients | 0-10 Points | 20 Points (20%)

Evaluator 1: 1

Evaluator 2: 4

Evaluator 3: 5

No government experience.

Personnel Qualifications & Experience | 0-10 Points | 20 Points (20%)

Evaluator 1: 7

Evaluator 2: 6

Evaluator 3: 6

Demonstrated Brokerage & Appraisal Experience (Past Projects) | 0-10 Points | 20 Points (20%)

Evaluator 1: 3

Appraiser.

Evaluator 2: 5

Evaluator 3: 5

No past projects listed

Fee Schedule / Cost of Services | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Appraisal only fees provided. \$700-\$2500 for appraisals.

Evaluator 2: 4

Evaluator 3: 6

License and Insurance | Pass / Fail | 5 Points (5%)

Evaluator 1: Fail

The required ACORD certificate (Section 2.8) was not provided. In its place, the Procurement Department would accept either (i) a signed letter on the insurance agency's letterhead confirming the ability to obtain the required coverage, or (ii) a letter from the insurance carrier authorizing the agency to bind the required coverage. Neither document was submitted.

Evaluator 2: Fail

The required ACORD certificate (Section 2.8) was not provided. In its place, the Procurement Department would accept either (i) a signed letter on the insurance agency's letterhead confirming the ability to obtain the required coverage, or (ii) a letter from the insurance carrier authorizing the agency to bind the required coverage. Neither document was submitted.

Evaluator 3: Fail

EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

The required ACORD certificate (Section 2.8) was not provided. In its place, the Procurement Department would accept either (i) a signed letter on the insurance agency's letterhead confirming the ability to obtain the required coverage, or (ii) a letter from the insurance carrier authorizing the agency to bind the required coverage. Neither document was submitted.

Business Location | 0-5 Points | 5 Points (5%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

References & Past Performance | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 4

Evaluator 3: 5

No past projects listed

Quality, Clarity, and Completeness of Proposal | 0-10 Points | 5 Points (5%)

Evaluator 1: 3

Evaluator 2: 5

Evaluator 3: 6

HORIZON REAL ESTATE SOLUTIONS

Firm Background & Experience with Government/Equivalent Clients | 0-10 Points | 20 Points (20%)

Evaluator 1: 6

Two governmental clients listed.

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Evaluator 2: 6

Evaluator 3: 6

Personnel Qualifications & Experience | 0-10 Points | 20 Points (20%)

Evaluator 1: 5

This section lacks the detail that other submissions have included.

Evaluator 2: 6

Evaluator 3: 7

Demonstrated Brokerage & Appraisal Experience (Past Projects) | 0-10 Points | 20 Points (20%)

Evaluator 1: 5

Broker. Response states they will work with separately selected appraiser.

Evaluator 2: 6

Evaluator 3: 6

Fee Schedule / Cost of Services | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Broker only fee schedule. Commission 6% for sales and 10% for annual leases.

Evaluator 2: 4

Evaluator 3: 6

License and Insurance | Pass / Fail | 5 Points (5%)

Evaluator 1: Fail

No Automobile or Workers' Comp insurance was provided, and neither was a signed letter from the insurance company stating that the company can receive the required insurance coverage

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Evaluator 2: Fail

No Automobile or Workers' Comp insurance was provided, and neither was a signed letter from the insurance company stating that the company can receive the required insurance coverage

Evaluator 3: Fail

No Automobile or Workers' Comp insurance was provided, and neither was a signed letter from the insurance company stating that the company can receive the required insurance coverage

Business Location | 0-5 Points | 5 Points (5%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

References & Past Performance | 0-10 Points | 10 Points (10%)

Evaluator 1: 6

Evaluator 2: 6

Evaluator 3: 6

Although the company has partnered with government entities in the past, the scope of services provided was fairly limited.

Quality, Clarity, and Completeness of Proposal | 0-10 Points | 5 Points (5%)

Evaluator 1: 6

Evaluator 2: 6

Evaluator 3: 6

RE/MAX Titanium

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Firm Background & Experience with Government/Equivalent Clients | 0-10 Points | 20 Points (20%)

Evaluator 1: 3

Governmental clients not listed.

Evaluator 2: 6

Evaluator 3: 1

No government or commercial experience.

Personnel Qualifications & Experience | 0-10 Points | 20 Points (20%)

Evaluator 1: 6

Evaluator 2: 6

Evaluator 3: 4

Demonstrated Brokerage & Appraisal Experience (Past Projects) | 0-10 Points | 20 Points (20%)

Evaluator 1: 6

Broker. Appraisal experience not mentioned

Evaluator 2: 5

Evaluator 3: 2

Did not list any past projects.

Fee Schedule / Cost of Services | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Fee for listing 6%, if buyer and seller represented by remax it is reduced to 4%. Leases - one month rent or 3% of gross rent for 12 months. No appraisal fee listed. Only evaluation (not a certified appraisal) at \$1500.

Evaluator 2: 4

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Evaluator 3: 6

License and Insurance | Pass / Fail | 5 Points (5%)

Evaluator 1: Fail

No insurance information was provided.

Evaluator 2: Fail

No insurance information was provided.

Evaluator 3: Fail

No insurance information was provided.

Business Location | 0-5 Points | 5 Points (5%)

Evaluator 1: 5

Evaluator 2: 5

Evaluator 3: 5

References & Past Performance | 0-10 Points | 10 Points (10%)

Evaluator 1: 2

No specific references provided.

Evaluator 2: 6

Evaluator 3: 1

No references

Quality, Clarity, and Completeness of Proposal | 0-10 Points | 5 Points (5%)

Evaluator 1: 3

Lacking the detail and reference data that other responses included.

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

Page 13

Evaluator 2: 3

2 page submittal

Evaluator 3: 2

The proposal did not address all of the requirements of the solicitation.

Saunders Appraisals

Firm Background & Experience with Government/Equivalent Clients | 0-10 Points | 20 Points (20%)

Evaluator 1: 4

Governmental references provided without specific project detail.

Evaluator 2: 6

Evaluator 3: 8

Personnel Qualifications & Experience | 0-10 Points | 20 Points (20%)

Evaluator 1: 5

Evaluator 2: 6

Evaluator 3: 8

Demonstrated Brokerage & Appraisal Experience (Past Projects) | 0-10 Points | 20 Points (20%)

Evaluator 1: 5

Appraisal services. A broker license is provided however documented projects are not submitted.

Evaluator 2: 6

Evaluator 3: 8

Fee Schedule / Cost of Services | 0-10 Points | 15 Points (15%)

EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Evaluator 1: 0

No specific pricing provided. Submission states appraisal fees vary for each job. Broker fees and commissions are not standard and negotiable.

Evaluator 2: 3

Evaluator 3: 8

License and Insurance | Pass / Fail | 5 Points (5%)

Evaluator 1: Fail

The required ACORD certificate (Section 2.8) was not provided. In its place, the Procurement Department would accept either (i) a signed letter on the insurance agency's letterhead confirming the ability to obtain the required coverage, or (ii) a letter from the insurance carrier authorizing the agency to bind the required coverage. Neither document was submitted.

Evaluator 2: Fail

The required ACORD certificate (Section 2.8) was not provided. In its place, the Procurement Department would accept either (i) a signed letter on the insurance agency's letterhead confirming the ability to obtain the required coverage, or (ii) a letter from the insurance carrier authorizing the agency to bind the required coverage. Neither document was submitted.

Evaluator 3: Fail

The required ACORD certificate (Section 2.8) was not provided. In its place, the Procurement Department would accept either (i) a signed letter on the insurance agency's letterhead confirming the ability to obtain the required coverage, or (ii) a letter from the insurance carrier authorizing the agency to bind the required coverage. Neither document was submitted.

Business Location | 0-5 Points | 5 Points (5%)

Evaluator 1: 5

Evaluator 2: 5

Evaluator 3: 5

References & Past Performance | 0-10 Points | 10 Points (10%)

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

	Evaluator 1: 5
References provided. Past projects not provided.	

	Evaluator 2: 5
	Evaluator 3: 7

Quality, Clarity, and Completeness of Proposal 0-10 Points 5 Points (5%)
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	Evaluator 1: 5
	Evaluator 2: 5
	Evaluator 3: 8

Saunders Real Estate LLC

Firm Background & Experience with Government/Equivalent Clients 0-10 Points 20 Points (20%)

	Evaluator 1: 8
	Evaluator 2: 9
	Evaluator 3: 9

Personnel Qualifications & Experience 0-10 Points 20 Points (20%)

	Evaluator 1: 8
	Evaluator 2: 9
	Evaluator 3: 8

Demonstrated Brokerage & Appraisal Experience (Past Projects) 0-10 Points 20 Points (20%)

	Evaluator 1: 5
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EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Brokerage.

Evaluator 2: 8

Evaluator 3: 6

Fee Schedule / Cost of Services | 0-10 Points | 15 Points (15%)

Evaluator 1: 5

Broker only fee schedule. Listings 3%, commissions 2-3%. Total 5-6%.

Evaluator 2: 10

Lowest score as viewed in the proposal with flat fee for BPO

Evaluator 3: 6

License and Insurance | Pass / Fail | 5 Points (5%)

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

Business Location | 0-5 Points | 5 Points (5%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

References & Past Performance | 0-10 Points | 10 Points (10%)

Evaluator 1: 9

Evaluator 2: 7

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Evaluator 3: 6

Quality, Clarity, and Completeness of Proposal | 0-10 Points | 5 Points (5%)

Evaluator 1: 9

Evaluator 2: 8

Evaluator 3: 9

The Urban Group, Inc.

Firm Background & Experience with Government/Equivalent Clients | 0-10 Points | 20 Points (20%)

Evaluator 1: 10

Extensive governmental experience. Specialization in public sector.

Evaluator 2: 8

Evaluator 3: 9

Personnel Qualifications & Experience | 0-10 Points | 20 Points (20%)

Evaluator 1: 9

Personnel experience and qualifications itemized.

Evaluator 2: 8

Evaluator 3: 9

Demonstrated Brokerage & Appraisal Experience (Past Projects) | 0-10 Points | 20 Points (20%)

Evaluator 1: 10

Appraisal and broker.

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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EVALUATION TABULATION

RFP No. RFP 26-006

Real Estate Broker and Appraisal Services

Evaluator 2: 8

Evaluator 3: 9

Fee Schedule / Cost of Services | 0-10 Points | 15 Points (15%)

Evaluator 1: 7

Both appraisal and brokerage fees listed. Sale 4.5%, lease 10%, acquisition negotiable. Appraiser \$120-\$175 per hour.

Evaluator 2: 5

Evaluator 3: 7

License and Insurance | Pass / Fail | 5 Points (5%)

Evaluator 1: Pass

Evaluator 2: Pass

Evaluator 3: Pass

Business Location | 0-5 Points | 5 Points (5%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

References & Past Performance | 0-10 Points | 10 Points (10%)

Evaluator 1: 10

Multiple municipal and county clients. Outcomes listed. Itemized references with contact detail for each.

Evaluator 2: 6

Evaluator 3: 9

EVALUATION TABULATION

Request For Proposal - Real Estate Broker and Appraisal Services

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Quality, Clarity, and Completeness of Proposal | 0-10 Points | 5 Points (5%)

Evaluator 1: 10

Extensive governmental knowledge and experience displayed.

Evaluator 2: 6

Evaluator 3: 10



NOTICE OF INTENT TO AWARD
RFP No. RFP 26-006
Real Estate Broker and Appraisal Services

RESPONSE DEADLINE: October 30, 2025 at 2:00 pm

Thursday, November 20, 2025

After the careful and thorough review of all responses received to solicitation number RFP 26-006 titled Real Estate Broker and Appraisal Services, the City hereby issues this Award Recommendation to the following companies:

The Urban Group, Inc.

Cushman & Wakefield, U.S., Inc.

Saunders Real Estate LLC.

Sincerely,

Freddy L. Suarez, MPA, CPPB
Procurement Services Director

Fee Schedule Proposal for City of Clermont

The Urban Group (TUG) offers transparent and competitive fee structures designed to maximize the City of Clermont's return on investment while ensuring the highest level of professional service and regulatory compliance for both brokerage and appraisal activities.

Brokerage Services (Listing, Selling, and Leasing)

The following commission rates are proposed for the listing, sale, and/or leasing of City-owned properties. These rates represent a full-service package, including all marketing, negotiation, contract preparation, and transaction management services required under the Scope of Services.

Transaction Type	TUG Total Commission Rate
Disposition (Sale) of Surplus Property	4.5% of the Gross Sale Price
Commercial Leasing (Gross Lease Value)	10.0% of the Total Gross Lease Value
Acquisition of Property	Negotiable, based on scope and value of property to be acquired.

**** Note on Acquisition:** For property acquisitions where the City is the Buyer the rate will be agreed upon in advance, typically based on a percentage of the purchase price.

Appraisal Services

Appraisal services are billed based on the complexity, type of property, and specific scope of work required (e.g., USPAP-compliance, eminent domain valuation, partial taking analysis, highest and best use analysis). All appraisal work is performed or overseen by a **Florida State-Certified General Appraiser (Robert Miller, ASA)**.

Title	Hourly Rate
Appraiser of Record	\$175.00
Senior Appraiser	\$150.00
Junior Appraiser	\$120.00
Clerical / Research	\$75.00

6.1 BROKERAGE FEES

Detailed below is C&W's proposed pricing for the services outlined in this RFP.

PRICING SCHEDULE

Line	Service Type	Amount	Comments
1	Commission – Sale	4%	If property Value/sale exceeds \$10M, commission shall be reduced to 3%. Outside brokers (if any) to be compensated by Cushman & Wakefield, U.S., Inc. No fee shall be due to Cushman & Wakefield unless property is actually sold or transferred and approved by City Council.
2	Commission – Purchase	4%	If property value/sale exceeds \$10M, commission shall remain at 4% but 1% of fee shall be credited back to City. No fee shall be due to Cushman & Wakefield unless property is actually sold or transferred and approved by City Council.

FIXED RATE SCHEDULE PROJECT/DELIVERABLE

#	Job Project	Fixed Rate	Not to Exceed
1	Independent Marketing Analysis	\$1,500	\$2,500
2	Broker Opinion of Value (“BOV”)	\$500	\$1,500
3	Real Estate Transaction Report	\$2,500	\$2,750

ADDITIONAL CONSIDERATIONS

- » Marketing Costs will be the responsibility of Broker (Cushman & Wakefield).
- » No additional payments will be made over and above the agreed upon commission rate for any reason and no payment will be made or due if property is not sold during the contract period.
- » It is expressly understood that Cushman & Wakefield is entitled to receive compensation under this Contract only in the event a transaction is fully and unconditionally executed and approved by the City of Clermont City Council.

6.2

APPRAISAL FEES

HOURLY RATES PROPOSAL

Our professional fees are dictated by the scope of work required in the context of the project, appraisal scope, facts and circumstances pertaining to the subject assets, market conditions, the state of the data and information made available to us, the experience level of our professionals assigned to the project, and the requisite time to complete the analysis at our applicable hourly rates.

PRICING SCHEDULE

Personnel	Hourly Rate
Principal Appraiser	\$300.00
Senior Staff Appraiser	\$250.00
Staff Appraiser	\$200.00
Research Appraiser	\$150.00
Clerical/Administrative	\$75.00
Expert Witness	\$350.00

Any reimbursement for additional service mileage would be mutually agreed upon in advance of task and would be billed in alignment with current IRS rates.

F. Fee Schedule

F.1. Proposed Commission Rates

The Total Broker Commission percentage is a combination of the listing broker commission and the buyers/tenant representatives broker commission in the purchase or lease of a property.

Our broker commission for the listing side (representing the city) is 3%. The city can elect what percentage to offer the buyer's commission (or tenant representative broker in the case of a lease); we recommend 3% but no lower than 2% for the buyer's broker (or tenant rep broker).

Total Broker Commission: 5% - 6% depending on the commission percentage offered by the buyer's broker.

F.2. Broker Price Opinions (BPOs)

Only a licensed appraiser can perform an appraisal. The appraisal license is a separate license from a real estate broker license. Saunders Real Estate cannot perform an "appraisal". However, a broker can prepare a similar analysis and estimate of value typically called a Broker Price Opinions (BPOs). Fees for BPOs are detailed in the following chart.

Property Type	Detailed Report	Brief Report
Commercial Lot < 2 Acres	\$800	\$400
Commercial Lot >=2 Acres	\$1,250	\$650
Commercial Building < 3000 sf	\$1,250	\$650
Commercial Building >=3000 sf	\$2,000	\$1,000

For any properties that the city lists and closes with Saunders Real Estate representing the city as the listing broker, any BPO fees paid by the city will be "free" in the form of a listing broker commission reduction by the amount of the original BPO fee paid.

F.3. Optional Charges

Should the city require real estate services not detailed above, such as consulting or for a project, a fee structure for a set period of time (as the City of Groveland did) can be discussed, or the city can elect to pay by the hour at \$200 per hour.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Bid Award and Budget Amendment <i>Pier Removal</i>		
Requested Action		
Requesting approval to award the bid and execute a contract with Flo Construction Company to provide all labor, materials, and equipment necessary for the demolition and removal of two hurricane-damaged piers in the total amount of \$135,000, and requesting approval of a budget amendment in the amount of \$135,000.		
Staff Report		
The Procurement Services Department, in coordination with the Public Services Department, recommends approval of this action. The Public Services Department consulted with the Procurement Services Department to determine the most effective contracting method for the complete removal of two hurricane-damaged piers. As a result, the Procurement Services Department issued Request for Bid (RFB) No. 26-005 to procure these services. The solicitation was competitively bid, formally advertised, and fully complies with the City of Clermont's Procurement Policy and Procedures. A total of five responses were received. The project involves the complete demolition and removal of two piers damaged by Hurricane Milton, located on 8th Street (a timber pier) and at Jaycee Beach (a concrete pier). Work includes dismantling all decking, framing, handrails, concrete slabs, caps, and timber or concrete pilings, as well as any remnants on the lake bottom. The work will be conducted in strict compliance with OSHA safety standards, environmental protection measures, and permitting requirements from agencies such as FDEP and the U.S. Army Corps of Engineers. The award is being recommended to the low-responsive and responsible bidder, Flo Construction Company, in the total amount of \$135,000.		
Additional Analysis		
Fiscal Impact Summary		
The fiscal impact of \$135,000 is not included in the current year's approved budget. FEMA reimbursement is anticipated to offset the full cost of this work.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. RFB 26-005 Bid Tabulation	RFB 26-005 Bid Tabulation.pdf	
2. RFB 26-005 Notice of Intent to Award	RFB 26-005 Notice of Intent to Award.pdf	



EVALUATION TABULATION

RFB No. RFB 26-005

Demolition and Removal of Two Hurricane-Damaged Piers

RESPONSE DEADLINE: November 13, 2025 at 2:00 pm

Vendor	Total
Flo Construction Company	\$135,000.00
Southeastern Marine Group, Inc	\$238,000.00
Midcoast Construction Enterprises LLC dba Midcoast Marine Group	\$254,205.52
Traverse Group Inc	\$269,913.73
On-Point Contracting Company, LLC	\$359,303.13



NOTICE OF INTENT TO AWARD
RFB No. RFB 26-005
Demolition and Removal of Two Hurricane-Damaged Piers

RESPONSE DEADLINE: November 13, 2025, at 2:00 pm

Friday, November 14, 2025

After the careful and thorough review of all responses received to solicitation number RFB 26-005 titled Demolition and Removal of Two Hurricane-Damaged Piers, the City hereby issues this Award Recommendation to the following company:

Flo Construction Company

Sincerely,

A handwritten signature in blue ink that reads 'Freddy Suarez'.

Freddy L. Suarez, MPA, CPPB
Procurement Services Director



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Bid Award <i>Electrical Rehabilitation To Lift Stations</i>		
Requested Action		
Requesting approval to award the bid and execute a contract with RCM Utilities, LLC to provide all labor, materials, and equipment necessary for electrical rehabilitation to lift stations 15, E2, and E21 in the amount of \$224,760.		
Staff Report		
The Procurement Services Department, in coordination with Public Services Sewer Division, recommends approval of this action. The Public Services Sewer Division consulted with the Procurement Services Department to determine the most effective contracting method to provide electrical improvements to lift stations 15, E2, and E21. As a result, the Procurement Services Department issued Request for Bid (RFB) No. 26-014 to procure these services. The solicitation was competitively bid, formally advertised, and fully complies with the City of Clermont's Procurement Policy and Procedures. A total of nine (9) responses were received. This project provides for the electrical rehabilitation of Lift Stations 15, E2, and E21. The scope includes the replacement of aging electrical infrastructure such as transfer switches, main breakers, disconnects, surge protection devices, wiring, and other related components necessary to ensure the reliable and safe operation of each lift station. The work also includes all required permitting, coordination with the electric utility, installation of temporary backup power to maintain service during construction, site restoration, and final testing and training for City personnel. These improvements are necessary to maintain system reliability, enhance operational safety, and extend the overall service life of the facilities. This project was approved during the budget process and will be funded through the Sewer Fund, Account No. 42535-66321. The contract is recommended to be awarded to RCM Utilities, LLC, the lowest responsive and responsible bidder, in the total amount of \$224,760, meeting all terms, conditions, and specifications outlined in the RFB.		
Additional Analysis		
Fiscal Impact Summary		
The contracted amount is included in the FY 2025-2026 budget of the Sewer Fund.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$224,760	42535-66321 Lift Station Improvements	\$945,000
Exhibits Attached (copies of original agreements)		
1. RFB 26-014 Bid Tabulation		RFB 26-014 Evaluation Tabulation.pdf
2. RFB 26-014 Notice of Intent to Award		RFB 26-014 Notice of Intent to Award.pdf



EVALUATION TABULATION
RFB No. RFB 26-014
Electrical Rehabilitation To Lift Stations 15, E2, and E21
RESPONSE DEADLINE: November 13, 2025 at 2:00 pm

SELECTED VENDOR TOTALS

Vendor	Total
RCM Utilities, LLC	\$224,760.00
Shine and Companyinc, Inc	\$238,000.00
Accurate Power and Technology, Inc	\$239,128.76
RCS POWER LLC	\$257,000.00
Bob Lee Electric Inc	\$311,594.00
Powerserve Technologies, Inc.	\$324,891.00
The New Florida Industrial Electric, Inc.	\$336,207.00
Comp Environmental, Inc.	\$349,960.00
Chinchor Electric, Inc.	\$367,000.00

EVALUATION TABULATION

RFB No. RFB 26-014

Electrical Rehabilitation To Lift Stations 15, E2, and E21

TABLE 1 (Table 1 of 2)

Selected	Line Item	Description	Quantity	Unit of Measure	Accurate Power and Technology, Inc		Bob Lee Electric Inc		Chinchor Electric, Inc.		Comp Environmental, Inc.		Powerserve Technologies, Inc.	
					Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Lift Station 15 Rehabilitation	1	Lump Sum	\$75,867.30	\$75,867.30	\$107,864.00	\$107,864.00	\$112,000.00	\$112,000.00	\$128,850.00	\$128,850.00	\$110,216.00	\$110,216.00
X	2	Lift Station E2 Rehabilitation	1	Lump Sum	\$86,106.46	\$86,106.46	\$103,865.00	\$103,865.00	\$141,800.00	\$141,800.00	\$116,360.00	\$116,360.00	\$108,259.00	\$108,259.00
X	3	Lift Station E21 Rehabilitation	1	Lump Sum	\$77,155.00	\$77,155.00	\$99,865.00	\$99,865.00	\$113,200.00	\$113,200.00	\$104,750.00	\$104,750.00	\$106,416.00	\$106,416.00
Total						\$239,128.76		\$311,594.00		\$367,000.00		\$349,960.00		\$324,891.00

TABLE 1 (Table 2 of 2)

Selected	Line Item	Description	Quantity	Unit of Measure	RCM Utilities, LLC		RCS POWER LLC		Shine and Companyinc, Inc		The New Florida Industrial Electric, Inc.	
					Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Lift Station 15 Rehabilitation	1	Lump Sum	\$69,060.00	\$69,060.00	\$94,290.00	\$94,290.00	\$90,000.00	\$90,000.00	\$117,683.00	\$117,683.00
X	2	Lift Station E2 Rehabilitation	1	Lump Sum	\$86,000.00	\$86,000.00	\$85,625.00	\$85,625.00	\$75,000.00	\$75,000.00	\$116,496.00	\$116,496.00
X	3	Lift Station E21 Rehabilitation	1	Lump Sum	\$69,700.00	\$69,700.00	\$77,085.00	\$77,085.00	\$73,000.00	\$73,000.00	\$102,028.00	\$102,028.00
Total						\$224,760.00		\$257,000.00		\$238,000.00		\$336,207.00

EVALUATION TABULATION

Request For Bid - Electrical Rehabilitation To Lift Stations 15, E2, and E21

Page 2



NOTICE OF INTENT TO AWARD
RFB No. RFB 26-014
Electrical Rehabilitation To Lift Stations 15, E2, and E21

RESPONSE DEADLINE: November 13, 2025 at 2:00 pm

Tuesday, November 25, 2025

After the careful and thorough review of all responses received to solicitation number RFB 26-014 titled Electrical Rehabilitation To Lift Stations 15, E2, and E21, the City hereby issues this Award Recommendation to the following company:

RCM Utilities, LLC

Sincerely,

Freddy L. Suarez, MPA, CPPB
Procurement Services Director



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Bid Award <i>Grounds Maintenance Services for ARC facility</i>		
Requested Action		
Requesting approval to award a Term Contract to Quality By Design, Inc. to provide all labor, materials, and equipment necessary for grounds maintenance services for the Arts and Recreation Center.		
Staff Report		
The Procurement Services Department and the Parks and Recreation Department recommend approval of the proposed action. The Procurement Services Department issued Request for Bid No. 26-015 on October 2, 2025, to establish an annual Term Contract for grounds maintenance services for the Arts and Recreation Center. The previous contract for these services reached the end of its term, and the City rebid the ground maintenance services in accordance with procurement requirements. The purpose of this solicitation was to secure a qualified, experienced, and properly equipped grounds maintenance provider to perform routine and scheduled landscaping services for the facility. The contract services include providing comprehensive grounds maintenance and landscaping services at the Clermont Arts and Recreation Center. The scope of work includes mowing, edging, trimming, debris removal, mulching, hedge and shrub maintenance, and vegetation control throughout designated service zones, including the facility grounds, walking trail, and drainage ditches and swales. The solicitation was competitively bid, formally advertised, and fully complies with the City of Clermont's Procurement Policy and Procedures. A total of nineteen (19) responses were received. The contract is recommended to be awarded to Quality By Design, Inc., the lowest responsive and responsible bidder, meeting all terms, conditions, and specifications outlined in the RFB. The contract includes an initial three (3) year term, and the combined total cost for all three years is \$119,904. The annual cost for Fiscal Year 2026 is \$39,968, and the contract start date is January 4, 2026. Funding will be allocated from the General Fund, Account No. 10575-53403		
Additional Analysis		
Fiscal Impact Summary		
The service contract is included in the FY 2025-2026 budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
\$39,968	10575-53403 ARC Mowing Services	\$52,054
Exhibits Attached (copies of original agreements)		
1.	RFB 26-015 Bid Tabulation	RFB 26-015 Bid Tabulation.pdf
2.	RFB 26-015 Notice of Intent to Award	RFB 26-015 Notice of Intent to Award.pdf



EVALUATION TABULATION

RFB No. RFB 26-015

Grounds Maintenance Services for the Arts and Recreation Center

RESPONSE DEADLINE: November 6, 2025 at 2:00 pm

VENDOR TOTALS

Vendor	Total
Quality By Design	\$39,968.00
Getgreen lawn services	\$40,320.00
Ayopa Inc	\$40,894.00
Edgewood Landscape & Nursery Inc.	\$41,620.00
Mac's Lawn Care Services, LLC	\$43,812.00
ESB Light LLC	\$45,512.00
AGH MANAGEMENT, LLC	\$46,040.88
Helping Hand Lawn Care	\$46,280.00
John and Joes Landscaping LLC	\$46,530.00
Purdy Outdoors	\$47,800.00

Vendor	Total
Eco Property Solutions, LLC	\$48,400.00
BWC Services USA, LLC	\$48,948.00
YELLOWSTONE LANDSCAPE	\$49,138.00
Turfscape Enterprises	\$49,950.00
Rotolo Consultants, Inc.	\$49,963.14
Faithworks Total Ground Maintenance, LLC	\$51,760.00
Premier Lawn Maintenance	\$53,820.00
United Land Services	\$57,144.00
Arazoza Brothers Corp	\$85,620.00

EVALUATION TABULATION

RFB No. RFB 26-015

Grounds Maintenance Services for the Arts and Recreation Center

GROUNDS MAINTENANCE SERVICES (Table 1 of 4)

Grounds Maintenance Services					AGH MANAGEMENT, LLC		Arazoza Brothers Corp		Ayopa Inc		BWC Services USA, LLC		Eco Property Solutions, LLC	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Grounds Maintenance – Zone 1	48	Visits	\$608.00	\$29,184.00	\$1,125.00	\$54,000.00	\$549.00	\$26,352.00	\$435.00	\$20,880.00	\$700.00	\$33,600.00
X	2	Grounds Maintenance – Zone 2	24	Visits	\$205.10	\$4,922.40	\$450.00	\$10,800.00	\$199.00	\$4,776.00	\$285.00	\$6,840.00	\$250.00	\$6,000.00
X	3	Grounds Maintenance – Zone 3	48	Visits	\$119.01	\$5,712.48	\$250.00	\$12,000.00	\$110.00	\$5,280.00	\$362.50	\$17,400.00	\$100.00	\$4,800.00
X	4	Mulching Semi-Annually	2	Visits	\$1,611.00	\$3,222.00	\$2,250.00	\$4,500.00	\$1,199.00	\$2,398.00	\$1,350.00	\$2,700.00	\$500.00	\$1,000.00
X	5	Trimming of Hedges/Shrubs Every Other Month	6	Visits	\$500.00	\$3,000.00	\$720.00	\$4,320.00	\$348.00	\$2,088.00	\$188.00	\$1,128.00	\$500.00	\$3,000.00
Total						\$46,040.88		\$85,620.00		\$40,894.00		\$48,948.00		\$48,400.00

GROUNDS MAINTENANCE SERVICES (Table 2 of 4)

Grounds Maintenance Services					Edgewood Landscape & Nursery Inc.		ESB Light LLC		Faithworks Total Ground Maintenance, LLC		Getgreen lawn services		Helping Hand Lawn Care	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Grounds Maintenance – Zone 1	48	Visits	\$550.00	\$26,400.00	\$600.00	\$28,800.00	\$685.00	\$32,880.00	\$575.00	\$27,600.00	\$350.00	\$16,800.00

EVALUATION TABULATION

Request For Bid - Grounds Maintenance Services for the Arts and Recreation Center

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EVALUATION TABULATION

RFB No. RFB 26-015

Grounds Maintenance Services for the Arts and Recreation Center

Grounds Maintenance Services					Edgewood Landscape & Nursery Inc.		ESB Light LLC		Faithworks Total Ground Maintenance, LLC		Getgreen lawn services		Helping Hand Lawn Care	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	2	Grounds Maintenance – Zone 2	24	Visits	\$210.00	\$5,040.00	\$210.00	\$5,040.00	\$225.00	\$5,400.00	\$150.00	\$3,600.00	\$320.00	\$7,680.00
X	3	Grounds Maintenance – Zone 3	48	Visits	\$110.00	\$5,280.00	\$114.00	\$5,472.00	\$135.00	\$6,480.00	\$100.00	\$4,800.00	\$350.00	\$16,800.00
X	4	Mulching Semi-Annually	2	Visits	\$1,550.00	\$3,100.00	\$1,600.00	\$3,200.00	\$1,700.00	\$3,400.00	\$900.00	\$1,800.00	\$1,600.00	\$3,200.00
X	5	Trimming of Hedges/Shrubs Every Other Month	6	Visits	\$300.00	\$1,800.00	\$500.00	\$3,000.00	\$600.00	\$3,600.00	\$420.00	\$2,520.00	\$300.00	\$1,800.00
Total						\$41,620.00		\$45,512.00		\$51,760.00		\$40,320.00		\$46,280.00

GROUND MAINTENANCE SERVICES (Table 3 of 4)

Grounds Maintenance Services					John and Joes Landscaping LLC		Mac's Lawn Care Services, LLC		Premier Lawn Maintenance		Purdy Outdoors		Quality By Design	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Grounds Maintenance – Zone 1	48	Visits	\$600.00	\$28,800.00	\$573.00	\$27,504.00	\$715.00	\$34,320.00	\$610.00	\$29,280.00	\$523.00	\$25,104.00
X	2	Grounds Maintenance – Zone 2	24	Visits	\$205.00	\$4,920.00	\$201.00	\$4,824.00	\$250.00	\$6,000.00	\$220.00	\$5,280.00	\$188.00	\$4,512.00
X	3	Grounds Maintenance – Zone 3	48	Visits	\$120.00	\$5,760.00	\$108.00	\$5,184.00	\$125.00	\$6,000.00	\$130.00	\$6,240.00	\$103.00	\$4,944.00

EVALUATION TABULATION

Request For Bid - Grounds Maintenance Services for the Arts and Recreation Center

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EVALUATION TABULATION

RFB No. RFB 26-015

Grounds Maintenance Services for the Arts and Recreation Center

Grounds Maintenance Services					John and Joes Landscaping LLC		Mac's Lawn Care Services, LLC		Premier Lawn Maintenance		Purdy Outdoors		Quality By Design	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	4	Mulching Semi-Annually	2	Visits	\$2,100.00	\$4,200.00	\$1,800.00	\$3,600.00	\$1,500.00	\$3,000.00	\$2,000.00	\$4,000.00	\$1,519.00	\$3,038.00
X	5	Trimming of Hedges/Shrubs Every Other Month	6	Visits	\$475.00	\$2,850.00	\$450.00	\$2,700.00	\$750.00	\$4,500.00	\$500.00	\$3,000.00	\$395.00	\$2,370.00
Total						\$46,530.00		\$43,812.00		\$53,820.00		\$47,800.00		\$39,968.00

GROUND MAINTENANCE SERVICES (Table 4 of 4)

Grounds Maintenance Services					Rotolo Consultants, Inc.		Turfscapes Enterprises		United Land Services		YELLOWSTONE LANDSCAPE	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	1	Grounds Maintenance – Zone 1	48	Visits	\$572.06	\$27,458.88	\$525.00	\$25,200.00	\$575.00	\$27,600.00	\$423.00	\$20,304.00
X	2	Grounds Maintenance – Zone 2	24	Visits	\$361.31	\$8,671.44	\$500.00	\$12,000.00	\$428.00	\$10,272.00	\$325.00	\$7,800.00
X	3	Grounds Maintenance – Zone 3	48	Visits	\$135.02	\$6,480.96	\$175.00	\$8,400.00	\$235.00	\$11,280.00	\$225.00	\$10,800.00
X	4	Mulching Semi-Annually	2	Visits	\$2,884.98	\$5,769.96	\$1,800.00	\$3,600.00	\$2,610.00	\$5,220.00	\$3,848.00	\$7,696.00
X	5	Trimming of Hedges/Shrubs Every Other Month	6	Visits	\$263.65	\$1,581.90	\$125.00	\$750.00	\$462.00	\$2,772.00	\$423.00	\$2,538.00

EVALUATION TABULATION

Request For Bid - Grounds Maintenance Services for the Arts and Recreation Center

Page 4

EVALUATION TABULATION

RFB No. RFB 26-015

Grounds Maintenance Services for the Arts and Recreation Center

Grounds Maintenance Services					Rotolo Consultants, Inc.		Turfscap Enterprises		United Land Services		YELLOWSTONE LANDSCAPE	
Selected	Line Item	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
Total						\$49,963.14		\$49,950.00		\$57,144.00		\$49,138.00



NOTICE OF INTENT TO AWARD
RFB No. RFB 26-015
Grounds Maintenance Services for the Arts and Recreation Center

RESPONSE DEADLINE: November 6, 2025 at 2:00 pm

Wednesday, November 19, 2025

After the careful and thorough review of all responses received to solicitation number RFB 26-015 titled Grounds Maintenance Services for the Arts and Recreation Center, the City hereby issues this Award Recommendation to the following company:

Quality By Design, Inc.

Sincerely,

Freddy L. Suarez, MPA, CPPB
Procurement Services Director



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Piggyback Term Agreement <i>Public Services</i>		
Requested Action		
Approval to piggyback the Seminole County Term Contract No. IFB-605032-25 with Ferguson Enterprises, LLC DBA Ferguson Waterworks for inventory parts for utilities operations in accordance with the City of Clermont's Procurement Policy.		
Staff Report		
The Procurement Services Department, in coordination with the Public Services Department, recommends approval of this action. At the request of the Public Services Department, the Procurement Services Department identified Seminole County Term Contract No. IFB-605032-25, as a suitable procurement vehicle for inventory parts for utilities operations. This contract was competitively solicited in compliance with the City of Clermont's Procurement Policy, ensuring a cost-effective and compliant procurement process. The contract includes an initial three (3) year agreement, with the option for two (2) additional one (1) year renewal periods at the City's discretion. The estimated contract value is \$1,500,000 per year with a start date of December 10, 2025. This contract will provide routine purchases of inventory parts for utilities operations. Utilizing piggyback contracts, as authorized under Procurement Policy Section E.9, enables the City to leverage competitive pricing from existing government-awarded contracts. This approach reduces administrative costs and procurement lead time while ensuring cost-effective pricing. The Procurement Services Department has reviewed and determined that this method is in the City's best interest. Approval of this contract does not obligate the City to make purchases. Individual departments will budget and allocate funds as needed for expenditures related to piggyback contracts. The estimated contract value reflects potential expenditures but does not represent a specific department's allocated budget.		
Additional Analysis		
Fiscal Impact Summary		
The estimated annual fiscal impact of \$1,500,000 is included within the annual budget and utilized as needed.		
Account Name	Account #	Annual Budget
Repair & Maint-Systems	41533-54612	\$543,000
R&M-Systems-Meters	41533-54612-33606	\$73,000
Operating Supplies-Distribution	41533-55200-33002	\$20,000
Minor Equipment-Distribution	41533-55204-33002	\$23,000
Cap Out-Other Improvement	41533-66300	\$665,000
Cap-West Water System Improvement	41533-66307-33114	\$543,000
Cap-East Water System Improvement	41533-66307-33603	\$500,000

Cap Out-Wtr Sys-Pressure Reducing Valves		41533-66307-33610	\$100,000
Totals			\$2,467,000
Fiscal Impact		Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)			
1.	IFB-605032-25 Agreement (Ferguson)	IFB-605032-25 Agreement (Ferguson).pdf	
2.	IFB-605032-25 Pricing	IFB-605032-25 Pricing.pdf	
3.	IFB-605032-25 Bid Tabulation	IFB-605032-25 Bid Tabulation.pdf	

**TERM CONTRACT FOR INVENTORY PARTS FOR UTILITIES OPERATIONS
DIVISION
(IFB-605032-25/LTT)**

THIS AGREEMENT is dated as of the 16th day of October 2025, by and between **FERGUSON ENTERPRISES, LLC. DBA FERGUSON WATERWORKS**, duly authorized to conduct business in the State of Florida, whose address is 801 Thorpe Road, Orlando, FL 32824, in this Agreement referred to as “CONTRACTOR”, and **SEMINOLE COUNTY**, a charter county and political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 E. 1st Street, Sanford, Florida 32771, in this Agreement referred to as “COUNTY”.

W I T N E S S E T H:

WHEREAS, COUNTY desires to retain the services of a competent and qualified contractor to provide inventory parts for utilities operations division for Seminole County; and

WHEREAS, COUNTY has requested and received expressions of interest for the retention of services of contractors; and

WHEREAS, CONTRACTOR is competent and qualified to provide materials and services to COUNTY, and desires to provide materials and services according to the terms and conditions stated in this Agreement,

NOW, THEREFORE, in consideration of the mutual understandings and covenants set forth in this Agreement, COUNTY and CONTRACTOR agree as follows:

Section 1. Materials and/or Services. COUNTY hereby retains CONTRACTOR to provide materials and services as further described in the Scope of Services attached as Exhibit A and made a part of this Agreement. CONTRACTOR is also bound by all requirements as contained in the solicitation package, all addenda to this package, and CONTRACTOR’s submission in

Inventory Parts for Utilities Operations Division
(IFB-605032-25/LTT)
Page 1 of 24

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Clerk of the Circuit Court and Comptroller
Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller
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response to this solicitation. Required materials and services will be specifically enumerated, described, and depicted in the Purchase Orders authorizing purchase of specific materials and services. This Agreement standing alone does not authorize the purchase of materials and services or require COUNTY to place any orders for work.

Section 2. Term. This Agreement takes effect on the date of its execution by COUNTY and continues for a period of three (3) years. At the sole option of COUNTY, this Agreement may be renewed for two (2) successive periods not to exceed one (1) year each. Renewals are wholly contingent on the availability of funds. Expiration of the term of this Agreement will have no effect upon Purchase Orders issued pursuant to this Agreement and prior to the expiration date. Obligations entered by both parties under such Purchase Orders will remain in effect until delivery and acceptance of the materials authorized by the respective Purchase Order. The first three (3) months of the initial term are considered probationary. During the probationary period, COUNTY may immediately terminate this Agreement at any time, with or without cause, upon written notice to CONTRACTOR.

Section 3. Authorization for Materials and/or Services. Authorization for provision of materials and services by CONTRACTOR under this Agreement must be in the form of written Purchase Orders issued and executed by COUNTY. A sample Purchase Order is attached as Exhibit B. Each Purchase Order will describe the materials and services required, state the dates for delivery of materials and services, and establish the amount and method of payment. The Purchase Orders must be issued under and incorporate the terms of this Agreement. COUNTY makes no covenant or promise as to the number of available Purchase Orders or that CONTRACTOR will perform any Purchase Order for COUNTY during the life of this Agreement. COUNTY reserves the right to contract with other parties for the services contemplated by this Agreement when it is determined by COUNTY to be in the best interest of COUNTY to do so.

Inventory Parts for Utilities Operations Division
(IFB-605032-25/LTT)
Page 2 of 24

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Section 4. Time for Completion. The materials and services to be provided by CONTRACTOR will be delivered, as specified in such Purchase Orders as may be issued under this Agreement, within the time specified in the Purchase Order.

Section 5. Compensation. COUNTY shall compensate CONTRACTOR for the materials and services provided for under this Agreement on a Fixed Fee basis at the rates as outlined in Exhibit C. When a Purchase Order is issued on a Fixed Fee basis, then the applicable Purchase Order Fixed Fee amount will include any and all reimbursable expenses and will be based on the unit pricing attached to this Agreement, or as reduced in the quoting process leading to specific Purchase Orders.

Section 6. Payment and Billing.

(a) CONTRACTOR shall supply all materials and services required by the Purchase Order, but in no event will CONTRACTOR be paid more than the negotiated Fixed Fee amount stated within each Purchase Order.

(b) For Purchase Orders issued on a Fixed Fee basis, CONTRACTOR may invoice the amount due based on the percentage of total Purchase Order materials and services actually provided, but in no event may the invoice amount exceed a percentage of the Fixed Fee amount equal to a percentage of the total services actually completed.

(c) COUNTY shall make payments to CONTRACTOR when requested as materials and services are provided, but not more than once monthly. Each Purchase Order will be invoiced separately. At the close of each calendar month, CONTRACTOR shall render to COUNTY an itemized invoice, properly dated, describing any materials and services provided, the cost of the materials and services provided, the name and address of CONTRACTOR, Purchase Order Number, Contract Number, and any other information required by this Agreement.

(d) Submittal instructions for invoices are as follows:

Inventory Parts for Utilities Operations Division
(IFB-605032-25/LTT)
Page 3 of 24



- (1) The original invoice must be emailed to:
AP@SeminoleClerk.org
- (2) The original invoice may also be mailed or delivered to:
Director of County Comptroller's Office
Seminole County Board of County Commissioners
P.O. Box 8080
Sanford, FL 32772-8080
- (3) A copy of the invoice must be sent to:
Seminole County Utilities Operations
3300 Dike Rd.
Winter Park, FL 32792

(e) Upon review and approval of CONTRACTOR's invoice, COUNTY shall pay CONTRACTOR the approved amount in accordance with the terms as set forth in Chapter 218, Part VII, Florida Statutes.

(f) The COUNTY's performance and obligation to pay under this Agreement is wholly contingent upon the COUNTY's receipt of sufficient appropriation.

Section 7. General Terms of Payment and Billing.

(a) Upon satisfactory delivery of materials and services required under this Agreement and upon acceptance of the materials and services by COUNTY, CONTRACTOR may invoice COUNTY for the full amount of compensation provided for under the terms of this Agreement less any amount already paid by COUNTY.

(b) COUNTY may perform or have performed an audit of the records of CONTRACTOR at any time during the term of this Agreement and after final payment to support final payment under this Agreement. Audits may be performed at a time mutually agreeable to CONTRACTOR and COUNTY. Total compensation to CONTRACTOR may be determined subsequent to an audit as provided for in this Section and the total compensation so determined

Inventory Parts for Utilities Operations Division
(IFB-605032-25/LTT)
Page 4 of 24

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will be used to calculate final payment to CONTRACTOR. Performance of this audit will not delay final payment as provided by subsection (a) of this Section.

(c) CONTRACTOR shall maintain all books, documents, papers, accounting records, and other evidence pertaining to materials and services provided under this Agreement in such a manner as will readily conform to the terms of this Agreement. CONTRACTOR shall make such materials available at CONTRACTOR's office at all reasonable times during the term of this Agreement and for five (5) years from the date of final payment under the contract for audit or inspection as provided for in subsection (b) of this Section.

(d) In the event any audit or inspection conducted after final payment but within the period provided in paragraph (c) of this Section reveals any overpayment by COUNTY under the terms of the Agreement, CONTRACTOR shall refund such overpayment to COUNTY within thirty (30) days of notice by COUNTY.

Section 8. No Waiver by Forbearance. COUNTY's review of approval and acceptance of, or payment for the materials or services required under this Agreement does not operate as a waiver of any rights under this Agreement, or of any cause of action arising out of the performance of this Agreement. CONTRACTOR is and will always remain liable to COUNTY in accordance with applicable law for any and all damages to COUNTY caused by CONTRACTOR's negligent or wrongful provision of any of the materials or services provided under this Agreement.

Section 9. Termination.

(a) COUNTY may, by written notice to CONTRACTOR, terminate this Agreement or any Purchase Order issued under this Agreement, in whole or in part, at any time, either for COUNTY's convenience or because of the failure of CONTRACTOR to fulfill its obligations under this Agreement. Upon receipt of such notice, CONTRACTOR shall immediately discontinue all services affected, unless the notice directs otherwise, and deliver to COUNTY all

Inventory Parts for Utilities Operations Division
(IFB-605032-25/LTT)
Page 5 of 24

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data, drawings, specifications, reports, estimates, summaries, and any and all such other information and materials of whatever type or nature as may have been accumulated by CONTRACTOR in performing this Agreement, whether completed or in process.

(b) If the termination is for the convenience of COUNTY, CONTRACTOR will be paid compensation for services performed to the date of termination.

(c) If the termination is due to the failure of CONTRACTOR to fulfill its obligations under this Agreement, COUNTY may take over the work and carry it to completion by other agreements or otherwise. In such case, CONTRACTOR will be liable to COUNTY for all reasonable additional costs associated with CONTRACTOR's failure to fulfill its obligations under this Agreement.

(d) CONTRACTOR will not be liable for such additional costs if the failure to perform the Agreement arises without any fault or negligence of CONTRACTOR, but CONTRACTOR will be responsible and liable for the actions by its subcontractors, agents, employees, persons, and entities of a similar type or nature. Matters beyond the fault or negligence of CONTRACTOR include acts of God or of the public enemy, acts of COUNTY in its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case the failure to perform must be beyond the control and without any fault or negligence of CONTRACTOR.

(e) If after notice of termination for CONTRACTOR's failure to fulfill its obligations under this Agreement it is determined that CONTRACTOR had not so failed, the termination will be conclusively deemed to have been effected for the convenience of COUNTY. In such event, adjustment in the Agreement price will be made as provided in subsection (b) of this Section.

Inventory Parts for Utilities Operations Division
(IFB-605032-25/LTT)
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(f) The rights and remedies of COUNTY provided for in this Section are in addition and supplemental to any and all other rights and remedies provided by law or under this Agreement.

Section 10. Conflict with Contract Documents. Wherever the terms of this Agreement conflict with any Purchase Order issued pursuant to it or any other contract documents, including bids or proposals previously submitted by CONTRACTOR, this Agreement will prevail. For the avoidance of doubt, bid/proposals and any other documents submitted by CONTRACTOR are not incorporated into this Agreement, unless expressly stated otherwise.

Section 11. Equal Opportunity Employment. CONTRACTOR shall not discriminate against any employee or applicant for employment for work under this Agreement because of race, color, religion, sex, age, disability, or national origin. CONTRACTOR shall take steps to ensure that applicants are employed, and employees are treated during employment without regard to race, color, religion, sex, age, disability, or national origin. This provision includes, but is not limited to the following: employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship.

Section 12. No Contingent Fees. CONTRACTOR warrants that it has not employed or retained any company or person other than a bona fide employee working solely for CONTRACTOR to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for CONTRACTOR, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from award or making of this Agreement. For the breach or violation of this provision, COUNTY will have the right to terminate the Agreement at its sole discretion without liability and

Inventory Parts for Utilities Operations Division
(IFB-605032-25/LTT)
Page 7 of 24

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Seminole County, Florida



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to deduct from the Agreement price or otherwise recover the full amount of such fee, commission, percentage, gift, or consideration.

Section 13. Conflict of Interest.

(a) CONTRACTOR shall not engage in any action that would create a conflict of interest in the performance of its obligations pursuant to this Agreement with COUNTY or violate or cause others to violate the provisions of Chapter 112, Part III, Florida Statutes, relating to ethics in government.

(b) CONTRACTOR hereby certifies that no officer, agent, or employee of COUNTY has any material interest (as defined in Section 112.312(15), Florida Statutes, as over 5%), either directly or indirectly, in the business of CONTRACTOR to be conducted under this Agreement and that no such person will have any such interest at any time during the term of this Agreement.

Section 14. Assignment. Neither this Agreement nor any interest in it may be assigned, transferred, or otherwise encumbered under any circumstances by either party without prior written consent of the other party and in such cases only by a document of equal dignity with this Agreement.

Section 15. Subcontractors. CONTRACTOR shall first secure the prior written approval of COUNTY before engaging or contracting for the services of any subcontractors under this Agreement. CONTRACTOR will remain fully responsible to COUNTY for the services of any subcontractors under this Agreement.

Section 16. Indemnification of COUNTY. To the fullest extent permitted by law, CONTRACTOR shall hold harmless, release, and indemnify COUNTY, its commissioners, officers, employees, and agents from any and all claims, losses, damages, costs, attorney fees, and lawsuits for damages arising from, allegedly arising from, or related to CONTRACTOR's provision of materials or services under this Agreement caused by CONTRACTOR's act or

Inventory Parts for Utilities Operations Division
(IFB-605032-25/LTT)
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Seminole County, Florida



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omission in the performance of this Agreement. This provision is not to be construed as a waiver by COUNTY of its sovereign immunity, except to the extent waived pursuant to Section 768.28, Florida Statutes, as this statute may be amended from time to time.

Section 17. Insurance.

(a) CONTRACTOR, at its sole expense, shall maintain the insurance required under this Section at all times throughout the duration of this Agreement and have this insurance approved by COUNTY's Risk Manager with the Resource Management Department. CONTRACTOR shall immediately provide written notice to the COUNTY upon receipt of notice of cancellation of an insurance policy or a decision to terminate an insurance policy.

(1) CONTRACTOR shall require and ensure that each of its sub-vendors or subcontractors providing services under this Agreement, if any, procures and maintains insurance of the types and to the limits specified in this Agreement until the completion of their respective services.

(2) Neither approval by COUNTY nor failure by COUNTY to disapprove the insurance furnished by CONTRACTOR will relieve CONTRACTOR of its full responsibility for liability, damages, and accidents.

(3) Neither COUNTY's review of the coverage afforded by or the provisions of the policies of insurance purchased and maintained by CONTRACTOR in accordance with this Section, nor COUNTY's decisions to raise or not to raise any objections about either or both, in any way relieves or decreases the liability of CONTRACTOR.

(4) If COUNTY elects to raise an objection to the coverage afforded by or the provisions of the insurance furnished, then CONTRACTOR shall promptly provide to COUNTY such additional information as COUNTY may reasonably request, and CONTRACTOR shall remedy any deficiencies in the policies of insurance within ten (10) days.

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(IFB-605032-25/LTT)
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(5) COUNTY's authority to object to insurance does not in any way whatsoever give rise to any duty on the part of COUNTY to exercise this authority for the benefit of CONTRACTOR or any other party.

(b) General Requirements.

(1) Before commencing work, CONTRACTOR shall furnish COUNTY with a current Certificate of Insurance on a current ACORD Form signed by an authorized representative of the insurer evidencing the insurance required by this Section and Exhibit D. **The Certificate must have the Agreement number for this Agreement clearly marked on its face**, and including the following as Certificate Holder:

Seminole County, Florida
Seminole County Services Building
1101 East 1st Street
Sanford, Florida 32771

The Certificate of Insurance must evidence, and all policies must be endorsed to provide the COUNTY with not less than thirty (30) days (10 days for non-payment) written notice prior to the cancellation or non-renewal of coverage directly from the Insurer and without additional action of the Insured or Broker. Until such time as the insurance is no longer required to be maintained, CONTRACTOR shall provide COUNTY with a renewal or replacement Certificate of Insurance within ten (10) days after the expiration or replacement of the insurance for which a previous certificate has been provided.

(2) In addition to providing the Certificate of Insurance, upon request of the COUNTY, CONTRACTOR shall provide COUNTY with a certified copy of each of the policies of insurance providing the coverage required by this Agreement within thirty (30) days after receipt of the request. Certified copies of policies may only be provided by the Insurer, not the agent or broker.

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(3) Deductible and self-insured retention amounts must be declared to and approved by COUNTY and must be reduced or eliminated upon written request from COUNTY. The risk of loss within the deductible amount, if any, in the insurance purchased and maintained pursuant to this document must be borne by CONTRACTOR.

(4) The insurer's cost of defense, including attorney's fees and attorney's fees on appeal, must not be included within the policy limits, but must remain the responsibility of the insurer for all General Liability, Auto Liability, Employers' Liability, and Umbrella Liability coverages.

(5) In the event of loss covered by Property Insurance, the proceeds of a claim must be paid to COUNTY and COUNTY shall apportion the proceeds between COUNTY and CONTRACTOR as their interests may appear.

(6) Additional Insured: Seminole County, Florida, its commissioners, officials, officers, and employees must be included as Additional Insureds under General Liability, Umbrella Liability, Business Auto Liability, Pollution Liability, and Cyber Liability policies. Such is only applicable if the aforementioned policies are required per this Agreement or Exhibit D. Such policies shall provide exception to any "Insured versus Insured" exclusion for claims brought by or on behalf of Additional Insureds.

(7) Coverage: The insurance provided by CONTRACTOR pursuant to this Agreement must apply on a primary and non-contributory basis and any other insurance or self-insurance maintained by the Seminole County Board of County Commissioners or COUNTY's officials, officers, or employees must be in excess of and not contributing with the insurance provided by CONTRACTOR.

(8) Waiver of Subrogation: All policies must be endorsed to provide a Waiver of Subrogation clause in favor of the Seminole County, Florida and its respective officials, officers,

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and employees. This Waiver of Subrogation requirement does not apply to any policy that includes a condition that specifically prohibits such an endorsement or voids coverage should the Named Insured enter into such an agreement on a pre-loss basis.

(9) Provision: Commercial General Liability and Umbrella Liability Policies, if required by this Agreement or Exhibit D, must be provided on an occurrence rather than a claims-made basis.

(c) Insurance Company Requirements. Insurance companies providing the insurance must meet the following requirements.

(1) Such companies must be either: (a) authorized by maintaining Certificates of Authority or Letters of Eligibility issued to the companies by the Florida Office of Insurance Regulation to conduct business in the State of Florida, or (b) with respect only to the coverage required by this Agreement for Workers' Compensation/Employers' Liability, authorized as a group self-insurer by Section 624.4621, Florida Statutes, as this statute may be amended from time to time.

(2) In addition, such companies other than those authorized by Section 624.4621, Florida Statutes, as this statute may be amended from time to time, must have and maintain a Best's Rating of "A-" or better and a Financial Size Category of "VII" or better according to A.M. Best Company.

(3) If, during the period which an insurance company is providing the insurance coverage required by this Agreement, an insurance company, (A) loses its Certificate of Authority or Letter of Eligibility, (B) no longer complies with Section 624.4621, Florida Statutes, as this statute may be amended from time to time, or (C) fails to maintain the Best's Rating and Financial Size Category, then CONTRACTOR shall immediately notify COUNTY as soon as CONTRACTOR has knowledge of any such circumstance and, upon request of COUNTY,

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immediately replace the insurance coverage provided by the insurance company with a different insurance company meeting the requirements of this Agreement. Until such time as CONTRACTOR has replaced the unacceptable insurer with an insurer acceptable to the COUNTY, CONTRACTOR will be deemed to be in default of this Agreement.

(d) Specifications. Without limiting any of the other obligations or liabilities of CONTRACTOR, CONTRACTOR, at CONTRACTOR's sole expense, shall procure, maintain, and keep in force amounts and types of insurance conforming to the minimum requirements set forth in Exhibit D. Except as otherwise specified in this Agreement, the insurance must become effective prior to the commencement of work by CONTRACTOR and must be maintained in force until final completion or such other time as required by this Agreement. The amounts and types of insurance must conform to the following minimum requirements:

(1) Workers' Compensation/Employers' Liability.

(A) CONTRACTOR's insurance must cover CONTRACTOR and its subcontractors of every tier for those sources of liability which would be covered by the latest edition of the standard Workers' Compensation and Employers Liability Policy (NCCI Form WC 00 00 00 A), as filed for use in Florida by the National Council on Compensation Insurance. In addition to coverage for the Florida Workers' Compensation Act, where appropriate, coverage is to be included for the United States Longshoremen and Harbor Workers' Compensation Act, Federal Employers' Liability Act and any other applicable federal or state law.

(B) Subject to the restrictions of coverage found in the standard Workers' Compensation and Employers Liability Policy, there must be no maximum limit on the amount of coverage for liability imposed by the Florida Workers' Compensation Act, and if applicable, the United States Longshoremen's and Harbor Workers' Compensation Act or any other



coverage customarily insured under Part One of the standard Workers' Compensation and Employers Liability Policy.

(C) The minimum limits to be maintained by CONTRACTOR are as specified in Exhibit D.

(D) If CONTRACTOR asserts an exemption to the provisions of Chapter 440, Florida Statutes, Workers' Compensation, as this statute may be amended from time to time, CONTRACTOR shall provide notification to COUNTY's Risk Manager with the Resource Management Department and shall complete the COUNTY's Workers' Compensation Waiver Request. Approval of exemption is subject to COUNTY's sole discretion. If approved, the named individuals listed in COUNTY'S approved exemption will be the only individuals authorized to perform work under this Agreement.

(E) Any vendor or contractor, including CONTRACTOR, using an employee leasing company must complete the COUNTY'S Leased Employee Affidavit.

(2) Commercial General Liability.

(A) CONTRACTOR's insurance must cover CONTRACTOR for those sources of liability which would be covered by the latest edition of the standard Commercial General Liability Coverage Form (ISO Form CG 00 01), as filed for use in the State of Florida by the Insurance Services Office, or equivalent acceptable to COUNTY. Such coverage must not contain any endorsements excluding or limiting Products/Completed Operations, Contractual Liability, or Separation of Insureds. If CONTRACTOR's work, or work under its direction, control, or sub-contract, requires blasting, explosive conditions, or underground operations, the comprehensive general liability coverage shall contain no exclusion relative to blasting, explosion, collapse of structures, or damage to underground property.

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(B) ISO Endorsement CG 20 10 or CG 20 26 and CG 20 37 or their equivalent must be used to provide such Additional Insured status.

(C) The minimum limits to be maintained by CONTRACTOR are as specified in Exhibit D.

(3) Business Auto Liability.

(A) CONTRACTOR's insurance must cover CONTRACTOR for those sources of liability which would be covered by Section II of the latest edition of the standard Business Auto Policy (ISO Form CA 00 01), as filed for use in the State of Florida by the Insurance Services Office. Coverage must include owned, non-owned, and hired autos or any auto. In the event CONTRACTOR does not own automobiles, CONTRACTOR shall maintain coverage for hired and non-owned auto liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy. If the contract involves operations governed by Sections 29 or 30 of the Motor Carrier Act of 1980, endorsement MCS-90 is required.

(B) If CONTRACTOR'S operations involve pollutants as defined in the ISO Form CA 00 01, Form CA9948, Pollution Liability – Broadened Coverage for Covered Autos, is required.

(C) The minimum limits to be maintained by CONTRACTOR are as specified in Exhibit D.

(e) The maintenance of the insurance coverage set forth in this Section may not be construed to limit or have the effect of limiting CONTRACTOR's liability under the provisions of Section 16 concerning indemnification or any other provision of this Agreement.

Section 18. Dispute Resolution.

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(a) In the event of a dispute related to any performance or payment obligation arising under this Agreement, the parties shall exhaust COUNTY administrative dispute resolution procedures prior to filing a lawsuit or otherwise pursuing legal remedies. COUNTY administrative dispute resolution procedures for proper invoice and payment disputes are set forth in Section 22.15, "Prompt Payment Procedures," Seminole County Administrative Code. COUNTY administrative dispute resolution procedures for contract claims related to this Agreement, other than for proper invoice and payment disputes, are set forth in Section 220.11, "Contract Claims," Seminole County Code of Ordinances.

(b) In any lawsuit or legal proceeding arising under this Agreement, CONTRACTOR hereby waives any claim or defense based on facts or evidentiary materials that were not presented for consideration in COUNTY administrative dispute resolution procedures set forth in subsection (a) above of which CONTRACTOR had knowledge and failed to present during COUNTY administrative dispute resolution procedures.

(c) In the event that COUNTY administrative dispute resolution procedures are exhausted, and a lawsuit or legal proceeding is filed, the parties shall exercise best efforts to resolve disputes through voluntary mediation and to select a mutually acceptable mediator. The parties participating in the voluntary mediation shall share the costs of mediation equally.

Section 19. Representatives of COUNTY and CONTRACTOR.

(a) It is recognized that questions in the day-to-day conduct of performance pursuant to this Agreement may arise. Upon request by CONTRACTOR, COUNTY shall designate and advise CONTRACTOR in writing of one or more of its employees to whom to address all communications pertaining to the day-to-day conduct of this Agreement. The designated representative will have the authority to transmit instructions, receive information, and interpret and define COUNTY's policy and decisions pertinent to the work covered by this Agreement.

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(b) At all times during the normal work week, CONTRACTOR shall designate or appoint one or more representatives who are authorized to act on behalf of CONTRACTOR and bind CONTRACTOR regarding all matters involving the conduct of the performance pursuant to this Agreement, and who will keep COUNTY continually and effectively advised of such designation.

Section 20. All Prior Agreements Superseded. This Agreement incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained in this Agreement and the parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Agreement that are not contained or referred to in this document. Accordingly, it is agreed that no deviation from the terms of this Agreement may be predicated upon any prior representations or agreements, whether oral or written.

Section 21. Modifications, Amendments, or Alterations. No modification, amendment, or alteration in the terms or conditions contained in this Agreement will be effective unless contained in a written amendment executed with the same formality and of equal dignity with this Agreement.

Section 22. Independent Contractor. Nothing in this Agreement is intended or may be construed as in any manner creating or establishing a relationship of co-partners between the parties, or as constituting CONTRACTOR (including its officers, employees, and agents) as an agent, representative, or employee of COUNTY for any purpose or in any manner whatsoever. CONTRACTOR is and will remain forever an independent contractor with respect to all services performed under this Agreement.

Section 23. Employee Status. Persons employed by CONTRACTOR in the performance of services and functions pursuant to this Agreement have no claim to pension, workers'

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compensation, unemployment compensation, civil service, or other employee rights or privileges granted to COUNTY's officers and employees, either by operation of law or by COUNTY.

Section 24. Services Not Provided For. No claim for services provided by CONTRACTOR not specifically provided for in this Agreement will be honored by COUNTY.

Section 25. Public Records Law.

(a) CONTRACTOR acknowledges COUNTY's obligations under Article 1, Section 24, Florida Constitution and Chapter 119, Florida Statutes, to release public records to members of the public upon request. CONTRACTOR acknowledges that COUNTY is required to comply with Article 1, Section 24, Florida Constitution and Chapter 119, Florida Statutes, in the handling of the materials created under this Agreement and this statute controls over the terms of this Agreement. Upon COUNTY's request, CONTRACTOR shall provide COUNTY with all requested public records in CONTRACTOR's possession or shall allow COUNTY to inspect or copy the requested records within a reasonable time and at a cost that does not exceed costs as provided under Chapter 119, Florida Statutes.

(b) CONTRACTOR specifically acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records and shall perform the following:

(1) CONTRACTOR shall keep and maintain public records that ordinarily and necessarily would be required by COUNTY in order to perform the services required under this Agreement,

(2) CONTRACTOR shall provide COUNTY with access to public records on the same terms and conditions that COUNTY would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.



(3) CONTRACTOR shall ensure public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law.

(c) Upon termination of this Agreement, CONTRACTOR shall transfer, at no cost to COUNTY, all public records in possession of CONTRACTOR, or keep and maintain public records required by COUNTY under this Agreement. If CONTRACTOR transfers all public records to COUNTY upon completion of this Agreement, CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONTRACTOR keeps and maintains the public records upon completion of this Agreement, CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to COUNTY, upon request of COUNTY, in a format that is compatible with the information technology systems of COUNTY.

(d) Failure to comply with this Section will be deemed a material breach of this Agreement for which COUNTY may terminate this Agreement immediately upon written notice to CONTRACTOR. CONTRACTOR may also be subject to statutory penalties as set forth in Section 119.10, Florida Statutes.

(e) **IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTRACTOR MAY CONTACT THE CUSTODIAN OF PUBLIC RECORDS, THE SEMINOLE COUNTY PURCHASING AND CONTRACTS MANAGER, AT 407-665-7116,**

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**PURCH@SEMINOLECOUNTYFL.GOV, PURCHASING AND
CONTRACTS DIVISION, 1301 E. SECOND STREET, SANFORD, FL 32771.**

Section 26. Governing Law, Jurisdiction, and Venue. The laws of the State of Florida govern the validity, enforcement, and interpretation of this Agreement. The sole jurisdiction and venue for any legal action in connection with this Agreement will be in the courts of Seminole County, Florida.

Section 27. Compliance with Laws and Regulations. In providing all services pursuant to this Agreement, CONTRACTOR shall abide by all statutes, ordinances, rules, and regulations pertaining to or regulating the provision of such services, including those now in effect and subsequently adopted. Any violation of these statutes, ordinances, rules, or regulations will constitute a material breach of this Agreement and will entitle COUNTY to terminate this Agreement immediately upon delivery of written notice of termination to CONTRACTOR.

Section 28. Patents and Royalties. Unless otherwise provided, CONTRACTOR is solely responsible for obtaining the right to use any patented or copyrighted materials in the performance of this Agreement. CONTRACTOR, without exception, shall indemnify and save harmless COUNTY and its employees from liability of any nature or kind, including costs and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or article manufactured or supplied by CONTRACTOR. In the event of any claim against COUNTY of copyright or patent infringement, COUNTY shall promptly provide written notification to CONTRACTOR. If such a claim is made, CONTRACTOR shall use its best efforts to promptly purchase for COUNTY the legitimate version of any infringing products or services or procure a license from the patent or copyright holder at no cost to COUNTY that will allow continued use of the service or product. If none of these alternatives are reasonably available, COUNTY shall

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return the article on request to CONTRACTOR and receive reimbursement, if any, as may be determined by a court of competent jurisdiction.

Section 29. Notices. Whenever either party desires to give notice to the other, it must be given by written notice, sent by registered or certified United States mail, return receipt requested, addressed to the party for whom it is intended at the place last specified. The place for giving of notice will remain such until it has been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice:

For COUNTY:

Seminole County Utilities Operations
3300 Dike Rd.
Winter Park, FL 32792

With a copy to:

Seminole County Purchasing & Contracts Division
1301 E. Second Street
Sanford, FL 32771

For CONTRACTOR:

Ferguson Waterworks
801 Thorpe Rd.
Orlando, FL 32824

Section 30. Rights At Law Retained. The rights and remedies of COUNTY provided for under this Agreement are in addition and supplemental to any other rights and remedies provided by law.

Section 31. Headings and Captions. All headings and captions contained in this Agreement are provided for convenience only, do not constitute a part of this Agreement, and may not be used to define, describe, interpret or construe any provision of this Agreement.

Section 32. E-Verify System Registration.

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(a) CONTRACTOR must register with and use the E-Verify system to verify the work authorization status of all new employees prior to entering into this Agreement with COUNTY. If COUNTY provides written approval to CONTRACTOR for engaging with or contracting for the services of any subcontractors under this Agreement, CONTRACTOR must require certification from the subcontractor that at the time of certification, the subcontractor does not employ, contract, or subcontract with an unauthorized alien. CONTRACTOR must maintain a copy of the foregoing certification from the subcontractor for the duration of the agreement with the subcontractor.

(b) If COUNTY has a good faith belief that CONTRACTOR has knowingly violated this Section, COUNTY shall terminate this Agreement. If COUNTY terminates this Agreement with CONTRACTOR, CONTRACTOR may not be awarded a public contract for at least one (1) year after the date on which this Agreement is terminated. If COUNTY has a good faith belief that a subcontractor knowingly violated this Section, but CONTRACTOR otherwise complied with this Section, COUNTY must promptly notify CONTRACTOR and order CONTRACTOR to immediately terminate its agreement with the subcontractor.

(c) CONTRACTOR shall execute and return the Affidavit of E-Verify Requirements Compliance, attached to this Agreement as Exhibit E, to COUNTY.

Section 33. Foreign Country of Concern Attestation. When providing services to COUNTY involving access to personally identifiable information, as defined in Section 501.171, Florida Statutes, CONTRACTOR shall also execute and return the Foreign Country of Concern Attestation, attached and incorporated to this Agreement as Exhibit F. Through this attestation, CONTRACTOR affirms that it is neither owned nor controlled by a government of a Foreign Country of Concern, nor organized under the laws of such a country, as required by section 287.138, Florida Statutes.

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Section 34. Anti-Human Trafficking Affidavit. In accordance with Section 787.06(13), Florida Statutes, CONTRACTOR shall attest under penalty of perjury, that CONTRACTOR does not use coercion for labor or services as defined in Section 787.06(2), Florida Statutes. Attestations shall be documented using a Human Trafficking Affidavit attached and incorporated to this Agreement as Exhibit G. Such Affidavit shall be required when executing, renewing or extending a contract.

The remainder of this page has been intentionally left blank.

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IN WITNESS WHEREOF, the parties have made and executed this Agreement for the purposes stated above.

ATTEST:

Justin Montandon Digitally signed by Justin Montandon
Date: 2025.10.15 11:32:44 -04'00'

Witness

Justin Montandon

Print Name

kaylen.gould@ferguson.com Digitally signed by:
kaylen.gould@ferguson.com
DN: CN = kaylen.gould@ferguson.com
Date: 2025.10.16 10:15:35 -04'00'

Witness

Kaylen Gould

Print Name

FERGUSON ENTERPRISES, LLC. DBA
FERGUSON WATERWORKS

By: Rob Pinkston Digitally signed by: Rob Pinkston
DN: CN = Rob Pinkston email = rob.pinkston@ferguson.com C =
US O = Ferguson Enterprises, LLC dba. Ferguson Waterworks
Date: 2025.10.14 15:31:06 -04'00'

Rob Pinkston

Print Name

Area Sales Manager

Title

October 14, 2025

Date

SEMINOLE COUNTY, FLORIDA

Liduvina Torres Digitally signed by Liduvina Torres
Date: 2025.10.16 10:56:48 -04'00'

Witness

Liduvina Torres

Print Name

Rachel Horne Digitally signed by Rachel Horne
Date: 2025.10.16 14:43:42 -04'00'

Witness

Rachel Horne

Print Name

By: Gladys Marrozos Digitally signed by Gladys Marrozos
Date: 2025.10.16 10:52:32 -04'00'
Gladys Marrozos, Procurement Administrator

Date: October 16, 2025

As authorized for execution by the Board
of County Commissioners at its
September 23, 2025 regular meeting.

05/16/2025

T:\Users\alanus\Templates\5.16.24 Purchasing template IFB-RFP Term Contract-No Attorney Signature- Materials&Services.docx

Attachments:

Exhibit A - Scope of Services

Exhibit B - Sample Purchase Order

Exhibit C - Contract Pricing

Exhibit D - Insurance Requirements

Exhibit E - Affidavit of E-Verify Requirements Compliance

Exhibit F - Foreign Country of Concern Attestation

Exhibit G- Anti-Human Trafficking Affidavit

Exhibit H- Americans with Disabilities Act Affidavit

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EXHIBIT A

SCOPE OF SERVICES

The Seminole County Utility Operations Division is seeking a vendor to provide routine purchases of inventory parts on a high-volume basis. The County will acquire these parts and miscellaneous appurtenances at a volume discount from the published catalog price for such inventory parts and materials. This discount will include shipping and handling charges. All items will be ordered as needed, with no guaranteed annual volume.

PRICE LISTS:

The percentage discount from catalog list prices must remain firm for one year from the bid opening date. Upon award, the successful Bidder(s) must provide four (4) copies of the approved catalog price lists free of charge for use by various divisions and departments in Seminole County. All price list revisions and any changes to discounts shall be submitted to the Purchasing and Contracts Division for review and approved no less than thirty (30) days before the requested implementation date. Changes shall become effective only upon written approval from the County.

The Contractor shall provide catalog pricing information and the discounted amount with all requested quotes.

Unless specified in the individual orders, all items must be new and in first-class condition, including containers suitable for shipment and storage. All product specifications shall comply with the industry's approved standards for the applicable service.

Samples requested must be provided within five (5) working days of the request, at no cost to the County. Any samples not purchased will be returned to the Supplier at the Supplier's expense.

The supplier must provide two copies of the Material Safety Data Sheet (MSDS) for each item to the County Utilities Department, Utility Operations Division, 3300 Dike Road, Winter Park, FL 32792.

Items listed on the Bid Form are examples of the parts and/or equipment that the County may procure on an ongoing basis. This list is not all-inclusive, and the County may have additional needs that could include other parts or equipment used as part of the inventory to maintain the operation of the Utilities Department in Seminole County. **Please do not send catalogs when submitting bids.**



EXHIBIT B

FLORIDA SALES: 85-8013708974C-0
FEDERAL SALES/USE: 59-6000856

**Board of County Commissioners
PURCHASE ORDER**



ORDER NUMBER: 48148

ALL PACKING SLIPS INVOICES AND CORRESPONDENCE
MUST REFER TO THIS ORDER NUMBER

S H I P	
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ORDER DATE	01/14/2021
REQUISITION	63930 - OR
REQUESTOR	
VENDOR #	409286
ANALYST	

V E N D O R	
--	--

SUBMIT ALL INVOICES TO:
AP@seminoleclerk.org
Seminole Count Clerk & Comptroller
POST OFFICE BOX 8080
SANFORD, FL 32772
Accts. Payable Inquiries - Phone (407) 665
7656

ORDER INQUIRIES	
----------------------------	--

ITEM #	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00		EA		0.00	

THIS ORDER IS SUBJECT TO THE TERMS & CONDITIONS ON THE REVERSE SIDE OF THIS ORDER.		TOTAL AMOUNT	00.00
---	--	--------------	-------

PURCHASING AND CONTRACT DIVISION
1301 EAST SECOND STREET
SANFORD FLORIDA 32771
PHONE (407) 665-7116 / FAX (407) 665-7956

AUTHORIZED SIGNATURE FOR THE SEMINOLE COUNTY BOARD OF COUNTY COMMISSIONERS

Page 1 of 1

Certified Copy - Grant Maloy
Clerk of the Circuit Court and Comptroller
Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller
eCertified at 10/17/2025 11:20:33 -04:00
eCertified Id: BDE2-B2J1-B90Q

Terms and Conditions

1. Acceptance/Entire Agreement. This Purchase Order ("PO") is entered into between Seminole County, Florida ("County") and the Supplier referenced herein (individually, referred to as "Party," and collectively, "Parties"). By accepting this PO, Supplier accepts all Terms and Conditions contained herein. This PO, including specifications and drawings, if any, and referenced documents, such as solicitations and responses constitutes the entire agreement between the Parties. Whenever terms and conditions of Main Agreement, if any, conflict with any PO issued pursuant to Main Agreement, Main Agreement will control.

2. Inspection. Notwithstanding any prior payment or inspection, all goods/services are subject to inspection/rejection by County at any time, including during manufacture, construction or preparation. To the extent a PO requires a series of performances by Supplier, County reserves right to cancel remainder of PO if goods/services provided during the term of PO are non-conforming or otherwise rejected. Without limiting any rights County may have, County, at its sole option, may require Supplier, at Supplier's expense to: (a) promptly repair or replace any or all rejected goods, or to cure or re-perform any or all rejected services; or (b) refund price of any or all rejected goods or services. All rejected goods will be held for Supplier's prompt inspection at Supplier's risk. Nothing contained in PO will relieve Supplier's obligation of testing, inspection and quality control.

3. Packing & Shipping. Unless otherwise specified, all goods must be packed, packaged, marked and prepared for shipment in a manner that is: (a) in accordance with good commercial practice; (b) acceptable to common carriers for shipment at the lowest rate for the particular good; (c) in accordance with local, state, and federal regulations; and (d) protected against weather. Supplier must mark all containers with necessary lifting, handling, shipping information, PO number, date of shipment and the name of the consignee and consignor. An itemized packing sheet must accompany each shipment.

4. Delivery; Risk of Loss. All goods are FOB destination, and risk of loss will remain with Supplier until delivery by Supplier and acceptance by County. Goods delivered by Supplier that are damaged, defective, or otherwise fail to conform to PO may be rejected by County or held by County at Supplier's risk and expense. County may charge Supplier for cost(s) to inspect, unpack, repack, store and re-ship rejected goods.

5. Delivery of Excess Quantities. If Supplier delivers excess quantities of goods without prior written authorization from County, excess quantities of goods may be returned to Supplier at Supplier's expense.

6. Time is of the Essence. Time is of the essence for delivery of goods/services under PO. Failure to meet delivery schedules or deliver within a reasonable time, as determined by County, entitles County to seek all remedies available at law or in equity. County reserves right to cancel any PO and procure goods/services elsewhere if delivery is not timely. Supplier agrees to reimburse County for all costs incurred in enforcing its rights. Failure of County to cancel PO, acceptance, or payment will not be deemed a waiver of County's right to cancel remainder of PO. Delivery date or time in PO may be extended if Supplier provides a written request in advance of originally scheduled delivery date and time and County agrees to delayed delivery in writing prior to originally scheduled delivery date and time.

7. Warranties. Supplier warrants to County that all goods/services covered by PO conform strictly to specifications, drawings or samples specified or furnished by County, and are free from: (a) defects in title; and (b) latent or patent defects in material or workmanship. If no quality is specified by County, Supplier warrants to County that goods/services are of the best grade of their respective kinds, meet or exceed applicable standards for industry represented, are merchantable (as to goods) and are fit for County's particular purpose. Supplier warrants that at the time County accepts the goods/services, the goods/services will have been produced, sold, delivered and furnished in strict compliance with all applicable federal and state laws, regulations, ordinances, rules, labor agreements and working conditions to which goods/services are subject. Supplier warrants the title to goods furnished under PO is valid, transfer of such title to County is rightful and goods are free of any claims or liens of any nature whatsoever, whether rightful or otherwise, of any person, corporation, partnership or association. All applicable manufacturers' warranties must be furnished to County at time of delivery of goods or completion of service. All warranties are cumulative and are in addition to any other express or implied warranties provided by law.

8. Indemnification. To the fullest extent permitted by law, Supplier assumes any and all liability for damages, breach of PO, loss or injury of any kind or nature whatsoever to persons or property caused by, resulting from or related to the goods/services provided under PO. To the fullest extent permitted by law, Supplier shall indemnify and hold harmless County, its commissioners, officers, employees and agents from and against any and all claims, damages, demands, lawsuits, losses, costs and expenses, including attorneys' fees, patent, copyright or trademark infringement, judgments, decrees of whatsoever nature which County may incur as a result of claims, demands, lawsuits or causes of action of any kind or nature arising from, caused by or related to goods/services furnished by Supplier, its officers, employees, agents, partners, principals or subcontractors. Remedies afforded to County by this section are cumulative with and in no way affect any other legal remedy County may have under PO or at law. Supplier's

obligations under PO must not be limited by any insurance coverage or by any provision in or exclusion or omission from any policy of insurance.

9. Insurance. Supplier, at its sole expense, shall maintain insurance coverage acceptable to County. All policies must name County as an additional insured. All Insurance Certificates must be provided to the Purchasing and Contracts Division within ten (10) days of request. Supplier shall notify County, in writing, of any cancellation, material change, or alteration to Supplier's Certificate of Insurance.

10. Modifications. PO may be modified or rescinded in writing by County.

11. Material Safety Data Sheets. At time of delivery, Supplier agrees to provide County with a current Material Safety Data Sheet for any hazardous chemicals or toxic substances, as required by law.

12. Pricing. Supplier agrees that pricing included on PO shall remain firm through and until delivery of goods and/or completion of services, unless otherwise agreed to by the Parties in writing.

13. Invoicing & Payment. After delivery of goods/services by Supplier and acceptance by the County, the Supplier must electronically submit an original invoice via email to AP@seminoleclerk.org or may mail the invoice, if electronic invoice is not available, to: Seminole County Clerk of the Circuit Court and Comptroller, P.O. Box 8080, Sanford, Florida 32772. Invoices must be billed at pricing stipulated on PO and must include the County's Purchase Order Number. Thereafter, all payments and interest on any late payments will be paid in compliance with Florida Prompt Payment Act, §218.70, Florida Statutes.

14. Taxes. County is exempt from Florida sales tax, federal taxes on transportation charges and any federal excise tax. County will not reimburse Supplier for taxes paid.

15. Termination. County may terminate PO, in whole or in part, at any time, either for County's convenience or because of Supplier's failure to fulfill its obligations under PO, by written notice to Supplier. Upon receipt of written notice, Supplier must discontinue all deliveries affected unless written notice directs otherwise. In the event of termination, County will be liable only for materials procured, work completed or services rendered or supplies partially fabricated, within the authorization of PO. In no event will County be liable for incidental or consequential damages by reason of such termination.

16. Equal Opportunity Employer. County is an Equal Employment Opportunity ("EEO") employer, and as such, requires all Suppliers to comply with EEO regulations with regards to race, color, religion, sex, national origin, age, disability or genetic information, as may be applicable to Supplier. Any subcontracts entered into, as authorized by County, must make reference to this clause with the same degree of application being encouraged.

17. Assignment. Supplier may not assign, transfer, or subcontract PO or any right or obligation under it without County's written consent. Any purported assignment, transfer, or subcontract will be null and void.

18. Venue & Applicable Law. The laws of the State of Florida govern validity, enforcement, and interpretation of PO. The sole jurisdiction and venue for any legal action in connection with PO will be in the courts of Seminole County, Florida.

19. Fiscal Non-Funding. In the event sufficient budgeted funds are not available for payment to Supplier for a new fiscal period, County shall notify Supplier of such occurrence and PO will terminate on the last day of the current fiscal period without penalty or expense to County.

20. Public Records. Supplier acknowledges that PO and any related financial records, audits, reports, plans, correspondence and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. Supplier shall maintain all public records and, upon request, provide a copy of requested records or allow records to be inspected within a reasonable time. Supplier shall also ensure that any public records that are exempt or confidential from disclosure are not disclosed except as authorized by law. In event Supplier fails to abide by provisions of Chapter 119, Florida Statutes, County may, without prejudice to any other right or remedy and after giving Supplier seven (7) days written notice, during which period Supplier still fails to allow access to such documents, terminate PO. **IF SUPPLIER HAS QUESTIONS REGARDING APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO SUPPLIER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO PO, CONTACT CUSTODIAN OF PUBLIC RECORDS AT: 407-665-7116, PURCH@SEMINOLECOUNTYFL.GOV, PURCHASING AND CONTRACTS DIVISION, 1301 E. SECOND STREET, SANFORD, FL 32771.**

21. Right to Audit Records. County will be entitled to audit the books and records of Supplier to the extent that the books and records relate to this PO. Supplier must maintain books and records relating to this PO for a period of three (3) years from the date of final payment under the PO, unless the County authorizes otherwise in writing.

22. Severability. If any section, sentence, clause, phrase or portion of PO are, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion will be deemed separate, distinct, and independent and such holding will not affect validity of remaining portion of PO.

23. Headings & Captions. All headings and captions contained in PO are provided for convenience only, do not constitute a part of PO, and may not be used to define, describe, interpret or construe any provision of PO.

Rev. 10/2021



EXHIBIT C**Ferguson Enterprises, LLC. DBA Ferguson Waterworks****BID FORM**

Line Item	Description	Unit of Measure	Percentage
IRON PIPES AND FITTINGS			
1	Ductile Iron 3" thru 48"	each	45%
2	Restrained Gaskets for Push-on Pipe	each	70%
3	Mechanical Joint (All Joints and Style Fittings)	each	18%
4	Flanged Fittings (All Styles)	each	18%
5	Gaskets	each	78%
6	Threaded Fittings (All Styles)	each	70%
7	Bolt and Gasket Kits	each	18%
8	Flange Adapters	each	35%
9	Restrainer Systems	each	35%
10	Restrainer Kits	each	35%
11	Service Saddles (All Types)	each	39%
12	Stainless Steel Repair Clamps	each	31%
13	Valves (All Styles and Types)	each	45%
14	Fire Hydrant Items, Repair Parts, and Kits	each	10%
15	Fire Hydrants	each	36%
GALVANIZED PIPE AND FITTINGS			
16	Galvanized Pipes (All Styles and Types)	each	50%
17	Galvanized Fittings (All Styles and Types)	each	75%
18	Galvanized Couplings	each	25%
FORD BRASS PIPE AND FITTINGS			
19	Brass Pipe (All Sizes and Ratings)	each	92%
20	Brass Fittings (All Styles and Types)	each	45%
21	Vacuum Breakers (All Styles and Types)	each	15%
22	Valves (All Styles and Types)	each	60%
PVC PIPES AND FITTINGS			
23	PVC, ½" thru 4"	each	15%
24	PVC Fittings (All Styles and Types)	each	66%
25	Plastic Pipe (All Sizes, Ratings, and Style)	each	50%
26	PVC Restrainer Kits	each	43%
27	HDPE (Poly) 1" thru 24", Pipe, Fittings	each	50%
ELECTRICAL			
28	Relays including Sockets and Holders	each	0%
29	NEMA Motor Starters	each	0%
30	Switches (All Styles and Types)	each	0%
31	Motor Starters, Contacts, Repair Part	each	0%

IFB-605032-25?LTTInventory Parts For Utilities Operations

Certified Copy - Grant Maloy
 Clerk of the Circuit Court and Comptroller
 Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller
 eCertified at 10/17/2025 11:20:33 -04:00
 eCertified Id: BDE2-B2J1-B90Q

EXHIBIT C

Ferguson Enterprises, LLC. DBA Ferguson Waterworks

Line Item	Description	Unit of Measure	Percentage
32	Including Renewal Kits	each	0%
33	Conduit (All Styles and Types)	each	0%
34	Conduit Fittings	each	0%
35	Wire	each	0%
36	Fuses	each	0%
37	Light fixtures	each	0%
38	Light Bulbs	each	0%
39	Miniature Bulbs	each	0%
40	Indicating lights	each	0%
41	Strut/Straps and Related Electrical	each	0%
42	Hardware	each	0%
43	Terminals, Splice Kits & Misc.	each	0%
44	Connectors	each	0%
45	Electrical Tape and Insulation	each	0%
SAFETY HARDWARE AND MISCELLANEOUS ITEMS			
46	Flagging/Caution Tape	each	1%
47	First aid kits and refills	each	1%
48	Safety goggles and shields	each	1%
49	Gloves	each	1%
50	Ear plugs	each	1%
51	Paints	each	1%
52	Spray Lubricants	each	1%
53	Teflon Dry Lubricate	each	1%
54	Chain Lubricate	each	1%
55	Odor control agents	each	1%
56	Oil and Canned Lubricate	each	1%
57	Nuts, Bolts & Washers (All Styles and Types)	each	1%
58	Threaded Rod (All Styles and Types)	each	1%
59	Glues and Adhesives	each	1%
60	Tapes (All Styles and Types)	each	1%
61	Fasteners	each	1%
62	Cement (All Styles and Types)	each	1%
63	Cleaner (All Styles and Types)	each	1%
64	Pipe Sealant, All Types	each	1%
SPECIALTY ITEMS			
65	Pipe Restraints (All Styles and Types)	each	35%

IFB-605032-25?LTTInventory Parts For Utilities Operations

Certified Copy - Grant Maloy
Clerk of the Circuit Court and Comptroller
Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller
eCertified at 10/17/2025 11:20:33 -04:00
eCertified Id: BDE2-B2J1-B90Q

EXHIBIT D

INSURANCE REQUIREMENTS

IFB-605032-25 Inventory Parts for Utilities Operations Division

The following insurance requirements and limits of liability are required:

A. Workers' Compensation & Employers' Liability Insurance:

Workers' Compensation:	Statutory
Employers' Liability:	\$ 1,000,000 Each Accident
	\$ 1,000,000 Disease Aggregate
	\$ 1,000,000 Disease Each Employee

B. Commercial General Liability Insurance:

\$ 1,000,000	Per Occurrence
\$ 2,000,000	General Aggregate
\$ 2,000,000	Products and Completed Operations
\$ 1,000,000	Personal and Advertising Injury

C. Business Automobile Liability Insurance:

\$ 1,000,000	Combined Single Limit (<u>Any Auto or Owned, Hired, and Non-Owned Autos</u>)
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EXHIBIT E

Agreement Name: Inventory Parts for Utilities Department

Agreement Number: IFB-605032-25/LTT

AFFIDAVIT OF E-VERIFY REQUIREMENTS COMPLIANCE

The CONSULTANT/CONTRACTOR agrees to comply with section 448.095, Florida Statutes, and to incorporate in all subcontracts the obligation to comply with section 448.095, Florida Statutes.

1. The CONSULTANT/CONTRACTOR shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the CONSULTANT during the term of the Agreement and shall expressly require any subcontractors performing work or providing services pursuant to the Agreement to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Agreement term.
2. The CONSULTANT/CONTRACTOR understands and agrees that its failure to comply with the verification requirements as set forth herein or its failure to ensure that all employees and subcontractors performing work under Agreement Number IFB-605032-25/LTT are legally authorized to work in the United States and the State of Florida constitute a breach of Agreement Number IFB-605032-25/LTT for which Seminole County may immediately terminate the Agreement without notice and without penalty. The CONSULTANT/CONTRACTOR further understands and agrees that in the event of such termination, the CONSULTANT/CONTRACTOR shall be liable to the county for any costs incurred by the County as a result of the CONSULTANT'S/CONTRACTOR'S breach.

[Balance of this page intentionally blank; signatory page follows]

Certified Copy - Grant Maloy
Clerk of the Circuit Court and Comptroller
Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller
eCertified at 10/17/2025 11:20:33 -04:00
eCertified Id: BDE2-B2J1-B90Q

EXHIBIT E

DATED this 14th day of May, 2025.

Ferguson Enterprises, LLC dba. Ferguson Waterworks

Consultant Name

By: Rob Pinkston

Print Name: Rob Pinkston

Title: Area Sales Manager

STATE OF FLORIDA)

COUNTY OF DUVAL)

I **HEREBY CERTIFY** that, on this 14th day of May, 2025, before me, an officer duly authorized in the State and County aforesaid to take acknowledgments, personally appeared Rob Pinkston, ☒ who is personally known to me or ☐ who has produced _____ as identification.



Holly S Kinas

Print Name Holly Kinas

Notary Public in and for the County and State Aforementioned

My commission expires: June 18, 2027

E-Verify Affidavit
Revised 11/2020

Certified Copy - Grant Maloy
Clerk of the Circuit Court and Comptroller
Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller

eCertified at 10/17/2025 11:20:33 -04:00

eCertified Id: BDE2-B2J1-B90Q

EXHIBIT F

**FOREIGN COUNTRY OF CONCERN ATTESTATION
(PUR 1355)**

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in [Rule 60A-1.020, F.A.C.](#)

Ferguson Enterprises, LLC dba. Ferguson Waterworks is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.
Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: Rob Pinkston

Title: Area Sales Manager

Signature:

Rob Pinkston

Date: 5/14/2025

HUMAN TRAFFICKING AFFIDAVIT

CONTRACT # IFB-605032-25/LTT

In compliance with Section 787.06(13), Florida Statutes, this Affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with Seminole County (the "Governmental Entity").

The undersigned, on behalf of the entity listed below (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth herein.
2. I am an officer or representative of Ferguson Enterprises, LLC dba. Ferguson Waterworks, a non-governmental entity and I am authorized to provide this affidavit on behalf of such.
3. Nongovernmental Entity, and any of its subsidiaries or affiliates, do not use coercion for labor or services, as those terms are defined in Section 787.06, Florida Statutes, as may be amended from time to time.
4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Seminole County and no contracts may be executed, renewed, or extended between the parties.
5. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by Seminole County.

Nongovernmental Entity: Ferguson Enterprises, LLC dba. Ferguson Waterworks

Authorized Signature: Rob Pinkston Date: 5/14/2025

Printed Name: Rob Pinkston

Title: Area Sales Manager

STATE OF Florida

COUNTY OF Duval

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 14th day of May, 2025, by

Rob Pinkston, as Area Sales Manager on behalf of the Nongovernmental Entity. They ☒ are personally known to me or ☐ have produced _____ as identification.

Holly S. Kinas

Notary Public Signature

Print, Type or Stamp Name of Notary: Holly Kinas

My commission expires: June 18, 2027

(Affix Notary Stamp or Seal)



AMERICANS WITH DISABILITIES ACT AFFIDAVIT

The CONTRACTOR/CONSULTANT will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. The CONTRACTOR/CONSULTANT agrees to comply with the rules, regulations and relevant orders issued pursuant to the Americans with Disabilities Act (ADA), 42 USC s. 12101 *et seq.* It is understood that in no event shall the COUNTY be held liable for the actions or omissions of the CONTRACTOR/CONSULTANT or any other party or parties to the Agreement for failure to comply with the ADA. The CONTRACTOR/CONSULTANT agrees to hold harmless and indemnify the COUNTY, its agents, officers, or employees from any and all claims, demands, debts, liabilities or causes of action of every kind or character, whether in law or equity, resulting from the CONTRACTOR/CONSULTANT's acts or omissions in connection with the ADA.

Signature:

Title: Area Sales Manager

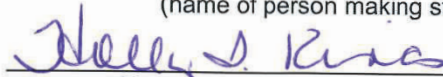
Date: 5/14/2025

STATE OF Florida

COUNTY OF Duval

Sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online
notarization, this 14th day of May, 2025, by Rob Pinkston.

(name of person making statement)



Signature of Notary Public

Holly Kinas

Print/Type/Stamp Commissioned Name of Notary Public

 X Personally Known OR Produced Identification

Type of Identification Produced:

00310 – ADA Affidavit (Rev 06/2021)

Certified Copy - Grant Maloy
Clerk of the Circuit Court and Comptroller
Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller
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EXHIBIT C**Ferguson Enterprises, LLC. DBA Ferguson Waterworks****BID FORM**

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3	Mechanical Joint (All Joints and Style Fittings)	each	18%
4	Flanged Fittings (All Styles)	each	18%
5	Gaskets	each	78%
6	Threaded Fittings (All Styles)	each	70%
7	Bolt and Gasket Kits	each	18%
8	Flange Adapters	each	35%
9	Restrainer Systems	each	35%
10	Restrainer Kits	each	35%
11	Service Saddles (All Types)	each	39%
12	Stainless Steel Repair Clamps	each	31%
13	Valves (All Styles and Types)	each	45%
14	Fire Hydrant Items, Repair Parts, and Kits	each	10%
15	Fire Hydrants	each	36%
GALVANIZED PIPE AND FITTINGS			
16	Galvanized Pipes (All Styles and Types)	each	50%
17	Galvanized Fittings (All Styles and Types)	each	75%
18	Galvanized Couplings	each	25%
FORD BRASS PIPE AND FITTINGS			
19	Brass Pipe (All Sizes and Ratings)	each	92%
20	Brass Fittings (All Styles and Types)	each	45%
21	Vacuum Breakers (All Styles and Types)	each	15%
22	Valves (All Styles and Types)	each	60%
PVC PIPES AND FITTINGS			
23	PVC, ½" thru 4"	each	15%
24	PVC Fittings (All Styles and Types)	each	66%
25	Plastic Pipe (All Sizes, Ratings, and Style)	each	50%
26	PVC Restrainer Kits	each	43%
27	HDPE (Poly) 1" thru 24", Pipe, Fittings	each	50%
ELECTRICAL			
28	Relays including Sockets and Holders	each	0%
29	NEMA Motor Starters	each	0%
30	Switches (All Styles and Types)	each	0%
31	Motor Starters, Contacts, Repair Part	each	0%

IFB-605032-25?LTTInventory Parts For Utilities Operations

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EXHIBIT C

Ferguson Enterprises, LLC. DBA Ferguson Waterworks

Line Item	Description	Unit of Measure	Percentage
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36	Fuses	each	0%
37	Light fixtures	each	0%
38	Light Bulbs	each	0%
39	Miniature Bulbs	each	0%
40	Indicating lights	each	0%
41	Strut/Straps and Related Electrical	each	0%
42	Hardware	each	0%
43	Terminals, Splice Kits & Misc.	each	0%
44	Connectors	each	0%
45	Electrical Tape and Insulation	each	0%
SAFETY HARDWARE AND MISCELLANEOUS ITEMS			
46	Flagging/Caution Tape	each	1%
47	First aid kits and refills	each	1%
48	Safety goggles and shields	each	1%
49	Gloves	each	1%
50	Ear plugs	each	1%
51	Paints	each	1%
52	Spray Lubricants	each	1%
53	Teflon Dry Lubricate	each	1%
54	Chain Lubricate	each	1%
55	Odor control agents	each	1%
56	Oil and Canned Lubricate	each	1%
57	Nuts, Bolts & Washers (All Styles and Types)	each	1%
58	Threaded Rod (All Styles and Types)	each	1%
59	Glues and Adhesives	each	1%
60	Tapes (All Styles and Types)	each	1%
61	Fasteners	each	1%
62	Cement (All Styles and Types)	each	1%
63	Cleaner (All Styles and Types)	each	1%
64	Pipe Sealant, All Types	each	1%
SPECIALTY ITEMS			
65	Pipe Restraints (All Styles and Types)	each	35%

IFB-605032-25?LTTInventory Parts For Utilities Operations

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Clerk of the Circuit Court and Comptroller
Seminole County, Florida



Seminole County Clerk of the Circuit Court and Comptroller
eCertified at 10/17/2025 11:20:33 -04:00
eCertified Id: BDE2-B2J1-B90Q



TABULATION OF BIDS RECEIVED

IFB-605032-25 Inventory Parts for Utilities Department

Response Deadline: June 18, 2024 at 2:00 pm

NOTICE OF RECOMMENDED AWARD

SUBMITTED BIDS					
	Construcciones IMB LLC	Empire Pipe & Supply Company Inc	Ferguson Enterprises LLC. DBA Ferguson Waterworks	Fortiline, Inc.	USA Protek LLC
Ductile Iron 3" thru 48"	10%	0%	45%	5%	0%
Restrained Gaskets for Push-on Pipe	10%	0%	70%	5%	0%
Mechanical Joint (All Joints and Style	10%	37%	18%	35%	0%
Flanged Fittings (All Styles)	10%	37%	18%	35%	0%
Gaskets	10%	37%	78%	35%	0%
Threaded Fittings (All Styles)	11%	0%	70%	35%	0%
Bolt and Gasket Kits	10%	37%	18%	35%	0%
Flange Adapters	10%	0%	35%	50%	0%
Restrainer Systems	10%	0%	35%	50%	0%
Restrainer Kits	10%	56.50%	35%	50%	0%
Service Saddles (All Types)	10%	47.80%	39%	50%	0%
Stainless Steel Repair Clamps	10%	47.80%	31%	40%	0%
Valves (All Styles and Types)	10%	0%	45%	35%	0%
Fire Hydrant Items, Repair Parts, and Kits	10%	0%	10%	35%	0%
Fire Hydrants	10%	0%	36%	30%	0%

Galvanized Pipes (All Styles and Types)	11%	0%	50%	70%	0%
Galvanized Fittings (All Styles and Types)	11%	0%	75%	70%	0%
Galvanized Couplings	11%	0%	25%	70%	0%
Brass Pipe (All Sizes and Ratings)	10%	0%	92%	55%	0%
Brass Fittings (All Styles and Types)	10%	53.60%	45%	55%	0%
Vacuum Breakers (All Styles and Types)	10%	53.60%	15%	55%	0%
Valves (All Styles and Types)	10%	53.60%	60%	50%	0%
PVC, ½" thru 4"	11%	0%	15%	5%	0%
PVC Fittings (All Styles and Types)	11%	0%	66%	50%	0%
Plastic Pipe (All Sizes, Ratings, and Style)	11%	0%	50%	5%	0%
PVC Restrainer Kits	11%	56.50%	43%	50%	0%
HDPE (Poly) 1" thru 24", Pipe, Fittings	11%	0%	50%	5%	-1%
Relays including Sockets and Holders	8%	0%	0%	0%	0%
NEMA Motor Starters	8%	0%	0%	0%	0%
Switches (All Styles and Types)	8%	0%	0%	0%	0%
Motor Starters, Contacts, Repair Part	8%	0%	0%	0%	0%
Including Renewal Kits	8%	0%	0%	0%	0%
Conduit (All Styles and Types)	8%	0%	0%	0%	0%
Conduit Fittings	8%	0%	0%	0%	0%
Wire	8%	0%	0%	0%	0%
Fuses	8%	0%	0%	0%	0%
Light fixtures	8%	0%	0%	0%	0%
Light Bulbs	8%	0%	0%	0%	0%

Miniature Bulbs	8%	0%	0%	0%	0%
Indicating lights	8%	0%	0%	0%	0%
Strut/Straps and Related Electrical	8%	0%	0%	0%	0%
Hardware	8%	0%	0%	0%	0%
Terminals, Splice Kits & Misc.	8%	0%	0%	0%	0%
Connectors	8%	0%	0%	0%	0%
Electrical Tape and Insulation	8%	0%	0%	0%	0%
Flagging/Caution Tape	8%	0%	1%	5%	12%
First aid kits and refills	8%	0%	1%	5%	12%
Safety goggles and shields	8%	0%	1%	5%	12%
Gloves	8%	0%	1%	5%	12%
Ear plugs	8%	0%	1%	5%	12%
Paints	8%	0%	1%	5%	12%
Spray Lubricants	8%	0%	1%	5%	0%
Teflon Dry Lubricate	8%	0%	1%	5%	0%
Chain Lubricate	8%	0%	1%	5%	0%
Odor control agents	8%	0%	1%	5%	0%
Oil and Canned Lubricate	8%	0%	1%	5%	0%
Nuts, Bolts & Washers (All Styles and Types)	8%	0%	1%	5%	0%
Threaded Rod (All Styles and Types)	8%	0%	1%	5%	0%
Glues and Adhesives	8%	0%	1%	5%	0%
Tapes (All Styles and Types)	8%	0%	1%	5%	12%
Fasteners	8%	0%	1%	5%	0%



Administrative Services - Purchasing & Contracts

Robert Bradley, Purchasing & Contracts Manager

Cement (All Styles and Types)	8%	0%	1%	5%	0%
Cleaner (All Styles and Types)	8%	0%	1%	5%	0%
Pipe Sealant, All Types	8%	0%	1%	5%	0%
Pipe Restraints (All Styles and Types)	9%	0%	35%	50%	0%

Recommended Award: Ferguson Enterprises, LLC. DBA Ferguson Waterworks having submitted the lowest responsive and responsible bid is recommended for the award.

BOCC Meeting Date: September 9, 2025 - Request to approve and award a Term Contract.

Posted By: Liduvina Torres, Sr. Procurement Analyst.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Piggyback Purchase Approval and Budget Amendment <i>IT Equipment</i>		
Requested Action		
Staff recommends Council approve the purchase of a new telecommunication system (\$86,784.25) and approve the purchase of conferencing room equipment (estimated \$98,000). This approval also authorizes a budget amendment in the total amount of \$185,000.		
Staff Report		
The Procurement Services Department, in coordination with Information Technology, recommends approval of this action. To acquire an updated telecommunications system to replace our outdated office phones, the Procurement Services Department identified contracts from OMNIA Partners as the most effective procurement method. To ensure transparency, the Procurement Services Department issued a Request for Interest (RFI) No. 26-043 to notify local vendors of the City's intent to purchase under an existing governmental contract. The RFI was posted on the City's website for seven (7) business days. At the conclusion of the posting period, no vendor interest was received. Based on this, staff recommends that the City Council approve the purchase under OMNIA Partners contracts. The OMNIA contracts were awarded through a fully competitive solicitation process and comply with the City of Clermont's Procurement Policy. This contract will enable the City to transition its existing phone system to a modern, cloud-based unified communications platform through RingCentral, Inc., supported by Verteks Consulting, Inc. for hardware, installation, project management, and ongoing professional services. In addition, the Information Technology Department requests approval to purchase conference room equipment for an estimated amount of \$98,000. This equipment will be competitively bid to obtain the best pricing available. The funds were originally allocated in last year's budget but were not spent or encumbered due to other projects that became timely priorities and were not carried forward to this year's budget. For this reason, the current year's approved budget does not include allocated funds for the new phone system and conference room equipment. A budget amendment to the General Fund in the amount of \$185,000 is therefore requested in this approval. Utilizing piggyback contracts, as authorized under Procurement Policy Section E.9, enables the City to leverage competitive pricing from existing government-awarded contracts. This approach reduces administrative costs and procurement lead time while ensuring cost-effective pricing. The Procurement Services Department has reviewed and determined that this method is in the City's best interest.		
Additional Analysis		
Fiscal Impact Summary		
The current year's approved budget does not include allocated funds for this new phone system and conference room equipment. A budget amendment to the General Fund in the amount of \$185,000 is requested.		
Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)		
1.	City of Clermont RingCentral Quote	City of Clermont_United States_11-04-2025_RingCentral_[Enterprise MSA and Initial Order Form].pdf
2.	Verteks 2025-11-04T17-17.10Z	VCIQ23509_QuoteValet_2025-11-04T17-17.10Z.pdf
3.	Verteks 2025-11-04T17-08.07Z	VCIQ23824_QuoteValet_2025-11-04T17-08.07Z.pdf
4.	RFI 26-043	RFI 26-043.pdf



INITIAL ORDER FORM

This Initial Order Form is a binding agreement between RingCentral, Inc. (“**RingCentral**”) and **City of Clermont** (“**Customer**” or “**You**”) (together the “**Parties**”), for the purchase of the Services, licenses, and products listed herein. This Initial Order Form is subject to and incorporates the terms and conditions of: (i) the separate written agreement, executed by the Parties governing the purchase of the Services described in this Order Form, or (ii) the RingCentral Online Terms of Service available at <https://www.ringcentral.com/legal/eulatos.html>, if there is no written agreement in place (hereinafter (i) and (ii) referred to as the “**Agreement**”). Capitalized terms not defined herein shall have the same meanings as set forth in the applicable Agreement between the Parties. Unless agreed by both Parties in writing, any terms or conditions set forth in a Customer-issued purchase order or ordering document shall not apply.

Please note that RingCentral MVP is now RingEX. All references to “RingCentral MVP”, whether in terms of service, advertising or product descriptions, mean “RingEX”.

Customer

City of Clermont

685 W Montrose St.
Clermont, FL 34711
United States

Wayne Fountain
3522417372
wfountain@clermontfl.org

Service Provider

RingCentral, Inc.

20 Davis Drive
Belmont, CA 94002
United States

Service Commitment Period

Start Date: January 02, 2026

Initial Term: 36 Months

Renewal Term: 36 Months

Payment Schedule: Monthly

RingEX Services

Recurring Services			
Summary of Service	Qty	Rate	Subtotal
DigitalLine Unlimited Advanced	270	\$16.50	\$4,455.00
DigitalLine Unlimited Advanced		\$12.00	
Compliance and Administrative Cost Recovery Fee		\$3.50	
e911 Service Fee		\$1.00	
Cisco ATA191 Analog Telephone Adapter - Rental	13	\$2.75	\$35.75
Additional Local Number	8	\$1.00	\$8.00
Monthly Recurring Services*			\$4,498.75

Total Initial Amount

\$4,498.75

*Amounts are exclusive of applicable Taxes, Fees, and Shipping Charges.

Cost Center Billing

For customers with cost center billing, it is the Customer’s responsibility to provide cost center allocation information to RingCentral at

least 10 days prior to the issuance of the invoice. After the information is received, it will be reflected on future invoices, but will not be adjusted retroactively on past invoices. If purchasing additional services through the administrative portal, it is the Customer's responsibility to assign cost centers at the time of purchase; otherwise, those services will not be allocated by cost center on the next invoice. Please note that cost center allocation is not available for certain items, such as minute bundles and credit memos. For additional questions, please contact the RingCentral invoice billing team at billingsupport@ringcentral.com.

Free Services Amount

You will receive 13,526.25 US Dollars (the "**Free Service Amount**"), which will be applied against charges for the recurring Services set forth in this Order Form and any applicable taxes and fees associated with those Services invoiced by RingCentral. The Free Service Amount is non-transferable and non-refundable and will expire upon termination of this Order Form. You will be responsible for paying for any additional services and products ordered, and any applicable associated taxes and fees.

Customer Reference. Customer may promote their use of RingCentral services and agrees that RingCentral may identify customer as a user of the services. All press releases or quotes regarding Customer's use of service will be pre-approved by Customer, which consent will not be unreasonably withheld.

Add-on Services. Customer is responsible for reviewing additional terms and conditions that may apply to RingCentral add-on services (where available) and certain Advanced Support Services listed on this order form, and which are available at <https://www.ringcentral.com/legal/add-on-services.html>.

IN WITNESS WHEREOF, the Parties have executed this Initial Order Form above through their duly authorized representatives.

Customer
City of Clermont

RingCentral
RingCentral, Inc.

By: _____
Name: _____
Title: _____
Date: _____

By: _____
Name: Michael Fiocca
Title: Regional Vice President, Public Sector
Date: _____



MASTER SERVICES AGREEMENT

This Master Services Agreement is effective as of the date of last signature (“**Effective Date**”) and made between:

City of Clermont (“Customer”)

Address:

685 W Montrose St.
Clermont, FL 34711

RingCentral, Inc. (“RingCentral”)

Address:

20 Davis Drive
Belmont, CA 94002

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: Michael Fiocca

Title: Regional Vice President, Public Sector

Date: _____

RingCentral and Customer are together referred to as the “Parties” and each individually as a “Party.”

1. The Master Services Agreement (“**Agreement**”) consists of the terms and conditions contained herein, and any Service Attachments applicable to Customer’s Services, and any other Attachments agreed by the Parties, are incorporated into and form a part of this Agreement.

Exhibit A – Definitions

Attachment A – RingEX Services

THE PARTIES AGREE AS FOLLOWS:

2. Ordering and Term

- A. Ordering Services.** Customer may order the Services set forth in the relevant Attachments, attached hereto, by executing an Order Form in the format provided by RingCentral. Customer must submit the Order Form to RingCentral either in writing or electronically via the Administrative Portal. The Order Form will identify the Services requested by Customer together with: (i) the price for each Service; (ii) scheduled Start Date; (iii) and products rented, licensed, or sold to Customer, if any. An Order Form will become binding when it is executed by the Customer and accepted by RingCentral. RingCentral may accept an Order Form by commencing performance of the requested Services. The Services and invoicing for those Services will begin on the Start Date, as identified in the applicable Order Form or on the day Services are ordered via the Administrative Portal. Customer may purchase additional Services, software, and equipment via the Administrative Portal or by executing additional Order Forms.
- B. Equipment.** Subject to availability based on brand and Customer location, Customer may purchase or rent equipment from RingCentral for use with the Services. The terms and conditions that govern any such transaction can be found at:
 - i. Purchase: <http://www.ringcentral.com/legal/ringcentral-hardware-terms-conditions.html>;
 - ii. Rental: <http://www.ringcentral.com/legal/lease-rental.html>, and
 - iii. Device as a Services: <https://www.ringcentral.com/legal/daas-agreement.html>.
- C. Term of this Agreement.** The Term of this Agreement will commence on the Effective Date and continue until the last Order Form is terminated or expires, unless terminated earlier in accordance with its terms.
- D. Services Term.** The Services Term will begin on the Start Date of the initial Order Form and continue for the initial term set forth in the initial Order Form (“**Initial Term**”). Upon expiration of the Initial Term, unless otherwise set forth in the Order Form, the term recurring Services will automatically renew for successive periods as set forth in the initial Order Form (each a “**Renewal Term**”) unless either Party gives notice of non-renewal at least thirty (30) days before the expiration of the Initial Term or the then-current Renewal Term. The Term of any recurring Services added to your Account after the initial Order Form is executed will start on the Start Date in the applicable Order Form, will run coterminously with the then-current Term of any preexisting

Services unless otherwise extended in the applicable Order Form, and will be invoiced on the same billing cycles as the preexisting Services.

3. Invoicing and Payment

- A. Prices and Charges.** All prices are identified in US dollars on the Administrative Portal or in the applicable Order Form unless otherwise agreed by the Parties. Additional charges may result if Customer activates additional features, exceeds usage thresholds, or purchases additional Services or equipment. Customer will be liable for all charges resulting from use of the Services on its Account. Unless otherwise agreed between the Parties, recurring charges (such as charges for Digital Lines, product licenses, minute bundles, and equipment rental fees) for the Services begin on the Start Date identified in the Administrative Portal or in the applicable Order Form and will remain in effect for the Initial Term (as described in an Order Form) or, if applicable, the then-current Renewal Term. RingCentral will provide notice of any proposed increase in such charges no later than sixty (60) days before the end of the Initial Term or then-current Renewal Term, and any such increase will be effective on the first day of the next Renewal Term. Administrative Fees that RingCentral is entitled to pass on to its customers as a surcharge pursuant to applicable Law may be increased on thirty (30) days' written notice. Outbound calling rates will be applied based on the rate in effect at the time of use. Customer may locate the currently effective rates in the Administrative Portal.
- B. Invoicing and Payment.** Invoices will be issued in accordance with the payment terms set forth in the Order Form. If Customer chooses to pay by credit or debit card, by providing a valid credit or debit card, Customer is expressly authorizing all Services and equipment charges and fees to be charged to such payment card, including recurring payments billed on a monthly or annual basis. In addition, Customer's provided credit card shall be used for any in-month purchases of additional services and products, or where Customer has exceeded usage or threshold limits, any overage charges. Unless otherwise stated in the applicable Order Form, recurring charges are invoiced in advance in the frequency set forth in the Order Form, and usage-based and onetime charges are billed monthly in arrears. Customer shall make payment in full, without deduction or set-off, within thirty (30) days of the invoice date. Any payment not made when due may be subject to a late payment fee equivalent to the lesser of (i) one and a half percent (1.5%) per month or (ii) if applicable, the highest rate allowed by Law. In no event may payment be subject to delays due to Customer internal purchase order process.
- C. Taxes.** All rates, fees, and charges are exclusive of applicable Taxes, for which Customer is solely responsible. Taxes may vary based on jurisdiction and the Services provided. If any withholding tax is levied on the payments, then Customer must increase the sums paid to RingCentral so that the amount received by RingCentral after the withholding tax is deducted is the full amount RingCentral would have received if no withholding or deduction had been made. If Customer is a tax-exempt entity, tax exemption will take effect upon provision to and validation by RingCentral of certificate of tax exemption.
- D. Billing Disputes.** If a Customer reasonably and in good faith disputes any portion of RingCentral's invoice, it must provide written notice to RingCentral within thirty (30) days of the invoice date, identifying the reason for the dispute and the amount being disputed. Customer's dispute as to any portion of the invoice will not excuse Customer's obligation to timely pay the undisputed portion of the invoice. Upon resolution, Customer must pay any validly invoiced unpaid amounts within thirty (30) days. Any amounts that are found to be in error resulting in an overpayment by the Customer will be applied as a billing credit against future invoices. Customer will be reimbursed any outstanding billing credits at the expiration or termination of this Agreement.

4. Provision of the Service

- A. General Terms.** RingCentral will provide the Services as described in the relevant Service Attachment. RingCentral may enhance, replace, and/or change the features of the Services, but it will not materially reduce the core features, functions, or security of the Services during the Term without Customer's consent.
- B. Customer Care**
- i. Customer must provide Helpdesk Support to Customer's End Users. RingCentral may require Customer's Helpdesk Support personnel to complete a designated series of training courses on RingCentral's Services. Such training will be provided to Customer online in English at no cost.
 - ii. RingCentral will make remote support available to Customer's Helpdesk Support personnel and/or Account Administrators via the Customer Care call center, which will be available 24/7, to attempt to resolve technical issues with, and answer questions regarding the use of the Services. Unless otherwise agreed by the parties, Customer Care support will be provided in English, and onsite and implementation services are not included in the Customer Care support.
 - iii. Customer may open a case with Customer Care following the process in place at the time. Any individual contacting Customer Care on behalf of Customer must be authorized to do so on behalf of the Account and will be required to follow applicable authentication protocols.
- C. Professional Services.** RingCentral offers a broad portfolio of professional services that includes onsite and remote implementation services; extended enterprise services including premium technical support; and consulting. Any such services are governed by this Agreement, the Professional Services terms, and any applicable Statement of Work (SOW), which may be attached hereto.

- D. **Managed Services.** Customer may purchase Managed Services from RingCentral for use with the Services. The terms and conditions that govern the Managed Services can be found at: <https://www.ringcentral.com/legal/managed-services-attachment.html>.
- E. **Subcontracting.** RingCentral may provide any of the Services hereunder through any of its Affiliates or subcontractors, provided that RingCentral will bear the same degree of responsibility for acts and omissions for those subcontractors acting on RingCentral's behalf in the performance of its obligations under this Agreement as it would bear if such acts and omissions were performed by RingCentral directly.

5. Use of the Service

- A. **Service Requirements.** The Services are dependent upon Customer's maintenance of sufficient Internet access, networks, and power as set forth in RingCentral's Technical Sufficiency Criteria, available at <https://www.ringcentral.com/legal/policies/technical-sufficiency-criteria.html>. RingCentral will not be responsible for any deficiencies in the provision of the Services if Customer's network does not meet RingCentral's Technical Sufficiency Criteria.
- B. **Use Policies.** Customer and its End Users may use the Services only in compliance with this Agreement, applicable Law, and the Use Policies referenced below, which are incorporated into and form part of this Agreement. Customer must ensure that its End Users comply with the Use Policies. Any breach of this Section (Use Policies) will be deemed a material breach of this Agreement. RingCentral may update the Use Policies from time to time and will provide notice of material updates to Customer at the email address on file with the Account. All updates will become effective thirty (30) days after such notice to Customer or upon posting for non-material changes. Customer may object to a modification that negatively impacts its use of the Service by sending written notice ("Objection Notice") to RingCentral within thirty (30) days from the date of the notice of modification. If the Parties cannot reach agreement, then either Party may terminate the affected Services without penalty with thirty (30) days written notice to the other Party.
- i. **Acceptable Use Policy.** The Services must be used in accordance with RingCentral's Acceptable Use Policy, available at <https://www.ringcentral.com/legal/acceptable-use-policy.html>. Notwithstanding anything to the contrary in this Agreement, RingCentral may act immediately and without notice to suspend or limit the Services if RingCentral reasonably suspects fraudulent or illegal activity in the Customer's Account, material breach of the Acceptable Use Policy, or use of the Services that could interfere with the functioning of the RingCentral Network provided such suspension or limitation may only be to the extent reasonably necessary to protect against the applicable condition, activity, or use. RingCentral will promptly remove the suspension or limitation as soon as the condition, activity or use is resolved and mitigated in full. If Customer anticipates legitimate but unusual activity on its Account, Customer should contact Customer Care in advance to avoid any Service disruption.
- ii. **Emergency Services.** RingCentral's policy governing the provision of emergency services accessed via the Services is available at <https://www.ringcentral.com/legal/emergency-services.html>.
- iii. **Numbering Policy.** The provision, use, and publication of numbers used in conjunction with the Services are governed by RingCentral's Numbering Policies, available at <https://www.ringcentral.com/legal/policies/numbering-policy.html>.

6. Termination

- A. **Termination for Cause.** Either Party may terminate this Agreement and any Services purchased hereunder in whole or part by giving written notice to the other Party: i) if the other Party breaches any material term of this Agreement and fails to cure such breach within thirty (30) days after receipt of such notice; ii) at the written recommendation of a government or regulatory agency following a change in either applicable Law or the Services; or iii) upon the commencement by or against the other Party of insolvency, receivership or bankruptcy proceedings or any other proceedings or an assignment for the benefit of creditors.
- B. **Effect of Termination.** If Customer terminates the Services, a portion of the Services, or this Agreement in its entirety due to RingCentral's material breach under Section 6(A) (Termination for Cause), Customer will not be liable for any fees or charges for terminated Services for any period subsequent to the effective date of such termination (except those arising from continued usage before the Services are disconnected), and RingCentral will provide Customer a pro-rata refund of any prepaid and unused fees or charges paid by Customer for terminated Services. If this Agreement or any Services are terminated for any reason other than as a result of a material breach by RingCentral or as otherwise permitted pursuant to Section 6(A) or as set forth in Section 14(I) (Regulatory and Legal Changes) the Customer must, to the extent permitted by applicable Law and without limiting any other right or remedy of RingCentral, pay within thirty (30) days of such termination all amounts that have accrued prior to such termination, as well as all sums remaining unpaid for the Services for the remainder of the then-current Term plus related Taxes and fees.

7. Intellectual Property

A. Limited License

- i. Subject to, and conditional upon Customer's compliance with, the terms of this Agreement, RingCentral grants to Customer and its End User, a limited, personal, revocable, non-exclusive, non-transferable (other than as permitted under this Agreement), non-sublicensable license to use any software provided or made available by RingCentral to the Customer as part of the Services ("**Software**") to the extent reasonably required to use the Services as permitted by this Agreement, only for the duration that Customer is entitled to use the Services and subject to the Customer being current on its payment obligations.

- ii. Customer will not, and will not allow its End Users, to: (a) sublicense, resell, distribute or assign its right under the license granted under this Agreement to any other person or entity; (b) modify, adapt or create derivative works of the Software or any associated documentation; (c) reverse engineer, decompile, decrypt, disassemble or otherwise attempt to derive the source code for the Software; (d) use the Software for infringement analysis, benchmarking, or for any purpose other than as necessary to use the Services Customer is authorized to use; (e) create any competing Software or Services; or (f) remove any copyright or other proprietary or confidential notices on any Software or Services.

B. IP Rights

- i. **RingCentral's Rights.** Except as expressly provided in this Agreement, the limited license granted to Customer under Section 7(A) (Limited License) does not convey any ownership or other rights or licenses, express or implied, in the Services (including the Software), any related materials, or in any Intellectual Property and no IP Rights or other rights or licenses are granted, transferred, or assigned to Customer, any End User, or any other party by implication, estoppel, or otherwise. All rights not expressly granted herein are reserved and retained by RingCentral and its licensors. The Software and Services may comprise or incorporate services, software, technology, or products developed or provided by third parties, including open-source software or code. Customer acknowledges that misuse of RingCentral Services may violate third-party IP rights.
- ii. **Customer Rights.** As between RingCentral and Customer, Customer retains title to all IP Rights that are owned by the Customer or its suppliers. To the extent reasonably required or desirable for the provision of the Services, Customer grants to RingCentral a limited, personal, non-exclusive, royalty-free, license to use Customer's IP Rights in the same. Customer must provide (and is solely responsible for providing) all required notices and obtaining all licenses, consents, authorizations, or other approvals related to the use, reproduction, transmission, or receipt of any Customer Content that includes personal or Confidential Information or incorporates any third-party IP rights.

- C. **Use of Marks.** Neither Party may use or display the other Party's trademarks, service mark or logos in any manner without such Party's prior written consent.

8. Confidentiality

- A. **Restrictions on Use or Disclosures by Either Party.** During the Term of this Agreement and for at least one (1) year thereafter, the Receiving Party shall hold the Disclosing Party's Confidential Information in confidence, shall use such Confidential Information only for the purpose of fulfilling its obligations under this Agreement, and shall use at least as great a standard of care in protecting the Confidential Information as it uses to protect its own Confidential Information.

Each Party may disclose Confidential Information only to those of its employees, agents or subcontractors who have a need to it in order to perform or exercise such Party's rights or obligations under this Agreement and who are required to protect it against unauthorized disclosure in a manner no less protective than required under this Agreement. Each Party may disclose the other Party's Confidential Information in any legal proceeding or to a governmental entity as required by Law.

These restrictions on the use or disclosure of Confidential Information do not apply to any information which is independently developed by the Receiving Party or lawfully received free of restriction from another source having the right to so furnish such information; after it has become generally available to the public without breach of this Agreement by the Receiving Party; which at the time of disclosure was already known to the Receiving Party, without restriction as evidenced by documentation in such Party's possession; or which the Disclosing Party confirms in writing is free of such restrictions.

Upon termination of this Agreement, the Receiving Party will promptly delete, destroy or, at the Disclosing Party's request, return to the Disclosing Party, all Disclosing Party's Confidential Information in its possession, including deleting or rendering unusable all electronic files and data that contain Confidential Information, and upon request will provide the Disclosing Party with certification of compliance with this subsection.

9. Data Protection

- A. **Data Privacy.** RingCentral respects Customer's privacy and will only use the information provided by Customer to RingCentral or collected in the provision of the Services in accordance with RingCentral's Data Processing Addendum, available at <https://www.ringcentral.com/legal/dpa.html>, incorporated by reference. RingCentral may update the Data Processing Addendum from time to time and will provide notice of any material updates to the Customer as required by applicable Laws at the email address on file with the Account. Such updates will be effective thirty (30) days after such notice to Customer.
- B. **Data Security.** RingCentral will take commercially reasonable precautions, including, without limitation, technical (e.g., firewalls and data encryption), organizational, administrative, and physical measures, to help safeguard Customer's Account, Account Data, and Customer Content against unauthorized use, disclosure, or modification. Customer must protect all End Points using commercially reasonable security measures. Customer is solely responsible to keep all user identifications and passwords secure. Customer must monitor use of the Services for possible unlawful or fraudulent use. Customer must notify RingCentral immediately if Customer becomes aware or has reason to believe that the Services are being used fraudulently or without authorization by any End User or third party. Failure to notify RingCentral may result in the suspension or termination of the Services and additional charges to Customer resulting from such use. RingCentral will not be liable for any charges resulting from unauthorized use of Customer's Account.
- C. **Software Changes.** RingCentral may from time-to-time push software updates and patches directly to Customer's device(s) for installation and Customer will not prevent RingCentral from doing so. Customer must implement promptly all fixes, updates, upgrades and replacements of software and third-party software that may be provided by RingCentral. RingCentral will not be

liable for inoperability of the Services or any other Services failures due to failure of Customer to timely implement the required changes.

10. Limitations of Liability

A. Excluded Damages

IN NO EVENT WILL EITHER PARTY OR ITS AFFILIATES OR ITS OR THEIR SUPPLIERS BE LIABLE FOR (1) INDIRECT, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES; (2) LOSS OF USE OR LOSS OF DATA; (3) LOSS OF BUSINESS OPPORTUNITIES, REVENUES OR PROFITS; OR (4) COSTS OF PROCURING REPLACEMENT PRODUCTS OR SERVICES, IN ALL CASES WHETHER ARISING UNDER CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE OR STRICT LIABILITY), OR ANY OTHER THEORY OF LIABILITY, AND EVEN IF SUCH PARTY HAS BEEN INFORMED IN ADVANCE OF SUCH DAMAGES OR SUCH DAMAGES COULD HAVE BEEN REASONABLY FORESEEN.

B. Liability Caps

EXCEPT AS SET FORTH HEREIN, THE TOTAL CUMULATIVE LIABILITY OF THE PARTIES UNDER THIS AGREEMENT WILL NOT EXCEED THE AMOUNTS PAID OR PAYABLE UNDER THIS AGREEMENT DURING THE PREVIOUS SIX (6) MONTHS. LIMITATIONS UNDER THIS SECTION (LIABILITY CAPS) WILL NOT APPLY TO:

- i. FEES OWED BY CUSTOMER
- ii. EITHER PARTY'S LIABILITY FOR INFRINGEMENT OF THE OTHER PARTY'S IP RIGHTS
- iii. EITHER PARTY'S LIABILITY RESULTING FROM GROSS NEGLIGENCE, FRAUD, OR WILLFUL OR CRIMINAL MISCONDUCT
- iv. CUSTOMER'S LIABILITY RESULTING FROM USE OF THE SERVICES IN BREACH OF THE ACCEPTABLE USE POLICY OR EMERGENCY SERVICES POLICY
- v. EITHER PARTY'S LIABILITY ARISING FROM DEATH OR PERSONAL INJURY CAUSED BY NEGLIGENCE, OR FOR ANY OTHER LIABILITY WHICH MAY NOT BE RESTRICTED, LIMITED, OR EXCLUDED PURSUANT TO APPLICABLE LAW.

11. Indemnification

A. Indemnification by RingCentral

- i. RingCentral shall indemnify and hold harmless the Customer and its Affiliates for Indemnifiable Amounts, and shall defend any third-party claims or causes of action (a "**Third Party Claim**") to the extent such Third Party Claim arises out of or alleges that:
 - a. The Services, as provided by RingCentral, infringe or misappropriate the patent, copyright, trademark, or trade secret rights of a third party.
- ii. RingCentral will have no obligations under subsection (i) above to the extent the Third Party Claim arises from: (a) use of the Services in combination with data, software, hardware, equipment, or technology not provided or authorized by RingCentral in writing unless any of the foregoing are necessary for the proper operation of the Services; (b) modifications to the Services not made by RingCentral; (c) Customer Content; (d) failure to promptly install any updates of any software or firmware or accept or use any modified or replacement items provided free of charge by or on behalf of RingCentral; (e) breach of the Agreement; or (f) a Third Party Claim brought by Customer's Affiliate, successor, or assignee.
- iii. If such a Third-Party Claim is made or appears possible, Customer agrees to permit RingCentral, at RingCentral's sole discretion and expense, to (a) modify or replace the Services, or component or part thereof, to make it non-infringing or (b) obtain the right for Customer to continue to use the Services. If RingCentral determines that neither alternative is commercially reasonable, RingCentral may terminate this Agreement in its entirety or with respect to the affected Service, component or part (a "**Discontinued Component**"), effective immediately on written notice to Customer, in which case Customer will not owe any fees or charges relating to the Discontinued Component for any period subsequent to the date of such termination, and will be entitled to receive a refund of any prepaid but unused fees relating to the Discontinued Component. In the event the removal of the Discontinued Component does not substantially affect Customer's use of the Services, the refund or fee abatement pursuant to the foregoing shall be a reasonable portion of the total fees owed by Customer for the Services as a whole based on the significance of the Discontinued Component to the total value of the Services as a whole. RingCentral's obligations under this Sub-Section will be RingCentral's sole and exclusive liability and Customer's sole and exclusive remedies with respect to any actual or alleged intellectual property violations.

B. Indemnification by Customer.

Customer shall indemnify, and hold harmless RingCentral and its Affiliates for Indemnifiable Amounts, and shall defend any Third Party Claims arising out of or in connection with: (i) material violation of applicable Law by the Customer, its Affiliates, or their respective End Users in connection with their use of the Services; (ii) use of the Services in breach of the Use Policies; (iii) failure to promptly install any updates of any software or firmware or accept or use modified or replacement items provided free of charge by or on behalf of RingCentral; or (iv) Customer Content.

C. Defense and Indemnification Procedures.

Any Party seeking indemnification under this Section 11 (the "**Indemnified Party**") shall provide the Party from which it seeks such indemnification (the "**Indemnifying Party**") with the following: (a) prompt written notice of the Third-Party Claim, (b) sole control over the defense and settlement of the Third-Party Claim, and (c) reasonable

information, cooperation, and assistance (at the Indemnifying Party's sole expense except for the value of the time of the Indemnified Party's personnel) in connection with the defense and settlement of the Third-Party Claim. The Indemnified Party's failure to comply with the foregoing obligations will not relieve the Indemnifying Party of its defense or indemnification obligations under this Section 11 (Indemnification) except to the extent that the Indemnifying Party is materially prejudiced by such failure. The Indemnified Party will have the right to participate (but not control), at its own expense, in the defense of such Third-Party Claim, including any related settlement negotiations. No such claim may be settled by the Indemnifying Party without the Indemnified Party's express written consent (not to be unreasonably withheld, conditioned, or delayed) unless such settlement includes a full and complete release of all claims and actions against the Indemnified Party by each party bringing such Third-Party Claim, requires no admission of fault, liability, or guilt by the Indemnified Party, and requires no act by the Indemnified Party other than the payment of a sum of money fully indemnified by the Indemnifying Party.

12. Warranties

- A. **RingCentral Warranty.** RingCentral will provide the Services using a commercially reasonable level of skill and care, in material compliance with all applicable Laws and otherwise subject to the terms of this Agreement. To the extent permitted by Law, RingCentral shall pass through to Customer any and all warranties RingCentral receives in connection with equipment provided to Customer by or on behalf of RingCentral.
- B. **Customer Warranty.** Customer's and its End Users' use of the Services must always comply with all applicable Laws and this Agreement.
- C. **Disclaimer of Warranties.** EXCEPT AS SPECIFICALLY SET FORTH IN THIS AGREEMENT AND TO THE FULLEST EXTENT PERMITTED BY LAW, THE SERVICES ARE PROVIDED "AS IS" AND "AS AVAILABLE," AND RINGCENTRAL MAKES NO OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, QUIET ENJOYMENT, AND FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTIES ARISING FROM A COURSE OF DEALING OR USAGE IN TRADE, TOGETHER WITH SIMILAR WARRANTIES, WHETHER ARISING UNDER ANY LAW OR OTHERWISE. TO THE EXTENT THAT RINGCENTRAL CANNOT DISCLAIM ANY SUCH WARRANTY AS A MATTER OF APPLICABLE LAW, THE SCOPE AND DURATION OF SUCH WILL BE LIMITED TO THE FULLEST EXTENT PERMITTED BY LAW.

13. Dispute Resolution

- A. **Governing Law.** Any dispute arising out of or relating to this Agreement shall be governed and construed in accordance with the laws of the State of California, without regard to its choice of law rules and the parties agree to submit to the exclusive jurisdiction of, and venue in, the courts in San Francisco, California. The United Nations Convention on Contracts for the International Sale of Goods does not apply to this Agreement or Customer's use of the products or Services.

Any dispute arising out of or relating to this Agreement shall be governed and construed in accordance with the laws of the State of California, without regard to its choice of law rules and the parties agree to submit to the exclusive jurisdiction of, and venue in, the courts in San Francisco, California. The United Nations Convention on Contracts for the International Sale of Goods does not apply to this Agreement or Customer's use of the products or Services.
- B. **Good Faith Attempt to Settle Disputes.** In the event of a dispute, each Party shall appoint a duly authorized representative who shall use all reasonable endeavors to resolve in good faith any dispute within reasonable timescales.
- C. **Equitable Relief.** Any breach of either Party's IP Rights may cause that Party irreparable harm for which monetary damages will be inadequate and such Party may, in addition to other remedies available at Law or in equity, obtain injunctive relief without the necessity of posting a bond or other security, proof of damages, or similar requirement, in addition to any other relief to which such Party may be entitled under applicable Law.
- D. **Limitations.** Except for actions for non-payment or liability arising from Section 11 (Indemnification), no claim, suit, action or proceeding relating to this Agreement may be brought by either Party more than two (2) years after the cause of action has accrued. Any actions, lawsuits, or proceedings must be conducted solely on an individual basis and the Parties expressly waive any right to bring any action, lawsuit or proceeding as a class or collective action, private attorney general action or in any other capacity acting in a representative capacity.

14. Miscellaneous

- A. **Relationship of the Parties.** RingCentral and Customer are independent contractors, and this Agreement will not establish any relationship of partnership, joint venture, employment, franchise or agency between RingCentral and Customer.
- B. **Assignment.** Neither Party may assign its rights or obligations under this Agreement or any Order Form without the prior written consent of the other Party, not to be unreasonably withheld or delayed. However, RingCentral may assign the Agreement or any portion thereof and any or all of its rights and obligations thereunder without consent (a) to an Affiliate; (b) as part of, or otherwise in connection with, the transfer or disposition of equity securities representing more than fifty percent (50%) of its voting control; (c) to the successor or surviving entity in connection with a merger, acquisition, or consolidation; or (d) as part of, or otherwise in connection with, the sale or other transfer of one or more of the service(s) under the Agreement or greater than 50% of the principal assets used in connection with the provision such service(s). This Agreement will bind and inure to the benefit of the Parties, and their permitted assigns and successors.
- C. **Notices.** Except where otherwise expressly stated in the Agreement, all notices or other communications must be in English and are deemed to have been fully given when made in writing and delivered in person, upon delivered email, confirmed

facsimile, or five days after deposit with an reputable overnight courier service, and addressed as follows: To RingCentral at RingCentral, Inc., Legal Dept., 20 Davis Drive, Belmont, CA 94002 USA, with a copy to legal@ringcentral.com, and to Customer at either the physical address or email address associated with the Customer Account.

Customer acknowledges and agrees that all electronic notices have the full force and effect of paper notices. The addresses to which notices may be given by either Party may be changed (a) by RingCentral upon written notice given to Customer pursuant to this Section or (b) by Customer in the Administrative Portal.

- D. Force Majeure.** Excluding either Party's payment obligations under the Agreement, neither Party will be responsible or liable for any failure to perform or delay in performing to the extent resulting from any event or circumstance that is beyond that Party's reasonable control, including without limitation any act of God; national emergency; third-party telecommunications networks; riot; war; terrorism; governmental act or direction; change in Laws; fiber, cable, or wire cut; power outage or reduction; rebellion; revolution; insurrection; earthquake; storm; hurricane; flood, fire, or other natural disaster; strike or labor disturbance; or other cause, whether similar or dissimilar to the foregoing, not resulting from the actions or inactions of such Party.
- E. Third-Party Beneficiaries.** RingCentral and Customer agree that there will be no third-party beneficiaries to this Agreement.
- F. Headings, Interpretation.** The headings, section titles, and captions used in the Agreement are for convenience of reference only and will have no legal effect. All defined terms include related grammatical forms, and, whenever the context may require, the singular form of nouns and pronouns include the plural, and vice versa. The Parties agree that this Agreement will be deemed to have been jointly and equally drafted by them, and that the provisions of this Agreement therefore should not be construed against a Party or Parties on the grounds that the Party or Parties drafted or was more responsible for drafting the provision(s).
- G. Anti-Bribery.** Each Party represents that in the execution of this Agreement and in the performance of its obligations under this Agreement it has complied and will comply with all applicable anti-bribery Laws and regulations, including, without limitation, the U.S. Foreign Corrupt Practices Act, the UK Bribery Act, and similar applicable Laws.
- H. Export Control.** Any services, products, software, and technical information (including, but not limited to, services and training) provided pursuant to the Agreement may be subject to U.S. export Laws and regulations. Customer will not use, distribute, transfer, or transmit the services, products, software, or technical information (even if incorporated into other products) except in compliance with U.S. and other applicable export regulations.
- I. Regulatory and Legal Changes.** In the event of any change in Law, regulation or industry change that would prohibit or otherwise materially interfere with RingCentral's ability to provide Services under this Agreement, RingCentral may terminate the affected Services or this Agreement or otherwise modify the terms thereof.
- J. Use of Beta, Preview, or Early Access Software.** If you use any beta, preview, or early access services, features, products, or software offered or made available by RingCentral, then you acknowledge that your use of the services, products, or software are governed by the [Beta Evaluation License Agreement](#) and not by this Agreement.
- K. Entire Agreement.** The Agreement, together with any exhibits, Order Forms, Use Policies, and Attachments, each of which is expressly incorporated into this Agreement with this reference, constitutes the entire agreement between the Parties and supersedes and replaces any and all prior or contemporaneous understandings, proposals, representations, marketing materials, statements, or agreements, whether oral, written, or otherwise, regarding such subject.
- L. Order of Precedence.** In the event of any conflict between the documents comprising this Agreement, precedence will be given to the documents in the following descending order: (i) the applicable Order Form (including any hyperlinks); (ii) the applicable Attachment; (iii) the main body of this Agreement; (iv) Use Policies and Data Processing Addendum incorporated by reference in this Agreement; and (v) and any other document expressly referred to in this Agreement which governs the Services. With respect to data processing, the Data Processing Addendum shall take precedence over any inconsistent terms in any of the documents listed in the previous sentence.
- M. Amendments.** Except as otherwise provided, this Agreement may only be modified by a written amendment executed by authorized representatives of both Parties. In no event will handwritten changes to any terms or conditions, including in the applicable Order Form, be effective.
- N. Severability and Waiver.** In the event any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, such provision(s) will be stricken and the remainder of this Agreement will remain legal, valid, and binding. The failure by either Party to exercise or enforce any right conferred by this Agreement will not be deemed to be a waiver of any such right or to operate so as to bar the exercise or enforcement of any such or other right on any later occasion. Except as otherwise expressly stated in this Agreement, all rights and remedies stated in the Agreement are cumulative and in addition to any other rights and remedies available under the Agreement, at Law, or in equity.
- O. Execution.** Each Party represents and warrants that: (a) it possesses the legal right and capacity to enter into the Agreement and to perform all of its obligations thereunder; (b) the individual signing the Agreement and (each executable part thereof) on that Party's behalf has full power and authority to execute and deliver the same; and (c) the Agreement will be a binding obligation of that Party. Each Party agrees that an Electronic Signature, whether digital or encrypted, is intended to authenticate this Agreement and to have the same force and effect as manual signatures.
- P. Counterparts.** This Agreement may be executed electronically and in separate counterparts each of which when taken together will constitute one in the same original.

- Q. Survival.** The rights and obligations of either Party that by their nature would continue beyond the expiration or termination of this Agreement or an Order Form will survive expiration or termination of this Agreement or the Order Form, including without limitation payment obligations, warranty disclaimers, indemnities, limitations of liability, definitions and miscellaneous.

EXHIBIT A DEFINITIONS

Definitions. Capitalized terms used in this Agreement but otherwise not defined have the following meaning:

1. **“Account”** means the numbered account established with RingCentral and associated with Customer and the Services provided to Customer under this Agreement. For billing and convenience purposes, multiple services, Digital Lines, or End Users may be included in a single billing account, and/or a single Customer may have multiple billing accounts encompassing different geographic locations, business units, or other designations as requested by Customer and accepted by RingCentral.
2. **“Account Administrator”** means the person(s) who have been granted authority by Customer to set up, amend, or otherwise control settings and/or make additional purchases for the Account via the Administrative Portal. Account Administrators may have varying levels of Account rights, skills, or permissions.
3. **“Account Data”** means: any business contact information provided with the Account; RingCentral-generated logs of calling or other metadata developed or collected in the provision of the Services; configuration data; and records of Digital Lines and any Services purchased under this Agreement.
4. **“Administrative Fees”** means any administrative recovery fees, 911 cost recovery fees and the like separately charged by RingCentral to Customer.
5. **“Administrative Portal”** means the online administrative portal through which Account Administrators control settings and/or make additional purchases for the Account.
6. **“Affiliate(s)”** means a person or entity that is controlled by a Party hereto, controls a Party hereto, or is under common control with a Party hereto, and “control” means beneficial ownership of greater than fifty percent (50%) of an entity’s then-outstanding voting securities or ownership interests.
7. **“Attachment(s)”** means documents appended to the contract containing additional terms for products and Services. Attachments and the terms and conditions contained therein are part of this Agreement.
8. **“Confidential Information”** means any information disclosed by or on behalf of the Disclosing Party) to the Receiving Party that should reasonably be considered as confidential given the nature of the information and the circumstances surrounding its disclosure.
9. **“Customer Care”** means Customer support operations delivered by RingCentral and/or its subcontractors.
10. **“Customer Content”** means the content of calls, facsimiles, SMS messages, voicemails, voice recordings, shared files, conferences, or other communications transmitted or stored through the Services.
11. **“Digital Line”** means a phone number assigned to an End User or a specifically designated location (e.g., conference room) and the associated voice service for inbound and outbound calling that permits an End User generally to make and receive calls to and from the public switched telephone network as well as to and from other extensions within the same Account.
12. **“Disclosing Party”** means the Party disclosing Confidential Information or on whose behalf Confidential Information is disclosed by such Party’s agents, including but not limited to, its Affiliates, officers, directors, employees, and attorneys.
13. **“Electronic Signatures”** means an electronic sound, symbol, or process, including clicking a digital button to accept, attached to or logically associated with a contract or other record and executed or adopted by a person with the intent to sign the record.
14. **“End Point”** means an application or device through which any End-User might access and/or use any of the Services, including without limitation IP Desk Phones, Desktop Clients, Web Clients, Mobile Applications, and Software Integrations.
15. **“End User”** means an individual user to whom Customer makes the Services available, and may be a natural person, and may include but is not limited to Customer’s employees, consultants, clients, external users, invitees, contractors, and agents.
16. **“Helpdesk Support”** shall mean the performance of the following tasks:
 - Standard feature/functionality (“how to”) support for End Users (i.e. call forwarding, voice mail set-up, etc.).
 - Standard management of the Admin Interface within the product.
 - Support all moves, adds, changes, and deletes of employees.
17. **“Indemnifiable Amounts”** means all (X) damages and other amounts awarded against the Indemnified Party by a court of competent jurisdiction pursuant to a final judgment or a final award of an arbitral body in connection with such Third-Party Claim; (Y) any amounts payable by the Indemnified Party or its Affiliates pursuant to a binding, written agreement settling the Third Party Claim, provided such agreement is approved in advance in writing by the Indemnifying Party; and (Z) all reasonable costs and expenses paid to third parties by the Indemnified Party or its Affiliates in connection with the Indemnified Party’s or its Affiliates’ attorneys’ fees and related expenses.
18. **“Indemnifying Party”** and **“Indemnified Party”** have the meanings set forth in Section 11(C) (Defense and Indemnification Procedures).
19. **“Initial Term”** has the meaning set forth in Section 2(D) (Services Term).

20. **"Intellectual Property Rights"** or **"IP Rights"** means all common law and statutory rights (whether registered or unregistered, or recorded or unrecorded, regardless of method) arising out of or associated with: (a) patents and patent applications, inventions, industrial designs, discoveries, business methods, and processes; (b) copyrights and copyright registrations, and "moral" rights; (c) the protection of trade and industrial secrets and Confidential Information; (d) other proprietary rights relating to intangible property; (e) trademarks, trade names and service marks; (f) a person's name, likeness, voice, photograph or signature, including without limitation rights of personality, privacy, and publicity; (g) analogous rights to those set forth above; and (h) divisions, continuations, continuations-in-part, renewals, reissues and extensions of the foregoing (as applicable).
21. **"Law"** means any law, statute, regulation, rule, ordinance, administrative guidance, treaty or convention, or court or administrative order or ruling of any governing Federal, State, local or non-U.S. governmental body with jurisdiction over the Services.
22. **"Order Form(s)"** means a request for Service describing the type and quantity of Services required by Customer and submitted and accepted by the Parties in accordance with Section 2(A) (Ordering Services). The Order Form may be presented and executed via the Administrative Portal.
23. **"Receiving Party"** means the Party or its agents, including, but not limited to its Affiliates, officers, directors, employees, and attorneys receiving Confidential Information.
24. **"Renewal Term"** has the meaning set forth in Section 2(D) (Services Term).
25. **"RingCentral Network"** means the network and supporting facilities between and among the RingCentral points of presence ("PoP(s)"), up to and including the interconnection point between the RingCentral's network and facilities, and the public Internet, and the Public Switched Telephone Network (PSTN). The RingCentral Network does not include the public Internet, a Customer's own private network, or the PSTN.
26. **"Service(s)"** means all services provided under this Agreement and set forth in one or more Order Form(s).
27. **"Start Date"** means the date so identified in the relevant Order Form or the date on which Customer orders Services via the Administrative Portal.
28. **"Taxes"** means any and all federal, state, local, municipal, foreign, and other taxes and fees charged or collected from Customers, including but not limited to any Universal Service Fund, TRS and 911 taxes and fees.
29. **"Term"** means the Initial Term plus any Renewal Terms.
30. **"Third Party Claim"** has the meaning set forth in Section 11(A) (Indemnification by RingCentral).
31. **"Use Policy"** refers to any of the policies identified in Section 5(B) (Use Policies).

ATTACHMENT A
SERVICE ATTACHMENT - RINGEX SERVICES

This Service Attachment is a part of the Master Services Agreement (the “**Agreement**”) that includes the terms and conditions agreed by the Parties under which RingCentral will provide to the Customer the RingEX Services as described under the applicable Order Form (the “**Services**”).

1. Service Overview

The Services are a cloud-based unified communications service that includes enterprise-class voice, fax, call handling, mobile apps, and bring-your-own-device (BYOD) capability that integrates with a growing list of applications.

The Services include:

- Voice Services, including extension-to-extension calling and the ability to make and receive calls to and from the public switched telephone network (PSTN)
- Video and audio-conferencing service, including screen sharing
- Collaboration Tools, including One-to-One and Team Chat, File Sharing, task management, SMS/Texting (where available), and other innovative tools

The Services may be accessed from a variety of user End Points, including IP Desk Phones, Desktop Clients, Web Clients, Mobile Applications, and Software Integrations.

2. RingEX Purchase Plans

A. Tiers of Service. The Services are made available in several pricing tiers, which are described more fully at <https://www.ringcentral.com/office/plansandpricing.html>. While RingCentral offers unlimited monthly plans for some of its products and services, RingCentral Services are intended for regular business use. “Unlimited” use does not permit any use otherwise prohibited by the Acceptable Use Policy, available at <https://www.ringcentral.com/legal/acceptable-use-policy.html>, including trunking, access stimulation, reselling of the Services, etc. Use of the RingCentral AI Assistant capabilities is subject to the applicable terms contained in the AI Assistant Add-On Service Description available at <https://www.ringcentral.com/legal/add-on-services.html#qlinks-12>.

B. Minute and Calling Credit Bundles. Each plan includes a number of Toll-Free minutes, per month, which are pooled to create a single allotment of Toll-Free minutes available for the entire account. Core/Advanced/Ultra tier plans include a monthly allotment of 100/1000/10000 toll free minutes per account, respectively. Overage charges of 3.9¢ per minute apply to calls made in excess of allotment.

International Calling Credit Bundles can be purchased in addition to any base amount included with the purchased tier. International External Calls are charged against Calling Credits on the Account per destination rates, or as overage once Calling Credits are exceeded. Currently effective rates are available at <https://www.ringcentral.com/support/international-rates.html>.

Extension-to-Extension Calls within the Customer account never incur any usage fee and are unlimited, except to the extent that such calls are forwarded to another number that is not on the Customer account.

Additional Calling Credits may be purchased through the Auto-Purchase feature, which can be selected for automatic purchase in various increments on the Administrative Portal. Auto-Purchase is triggered when the combined usage of all End Users on an Account exceeds the total Calling Credits or when End Users make calls with additional fees (e.g., 411).

Minute Bundles and Calling Credit Bundles expire at the end of month and cannot roll over to the following month. Auto-Purchased Calling Credits expire twelve (12) months from date of purchase. Bundles may not be sold, transferred, assigned, or applied to any other customer.

C. Enhanced Business SMS Allotment and Pricing. Each plan includes a number of SMS per each user, per month, which are pooled to create a single allotment of SMS available to the entire account. Core/Advanced/Ultra tier plans include a monthly allotment of 25/100/200 SMS, per user respectively. Each SMS sent or received will be deducted from the pool of available SMS on the account. Overage charges apply to SMS sent or received in excess of allotment and will be charged at the then-applicable rates, available at <https://www.ringcentral.com/support/new-sms-rates.html>. Additional SMS bundles are available for purchase at discounted prices. Customer must successfully register phone numbers with the SMS registrar prior to using SMS. RingCentral may attempt to deliver SMS sent from unregistered phone numbers at its discretion, however unregistered SMS are excluded from the monthly allotment and any purchased SMS bundles, and will be charged at then-applicable unregistered SMS rates, available at <https://www.ringcentral.com/support/new-sms-rates.html>.

3. Operator Assisted Calling, 311, 511 and other N11 Calling

RingCentral does not support 0+ or operator assisted calling (including, without limitation, collect calls, third party billing calls, 900, or other premium line numbers or calling card calls). The Services may not support 211, 311, 411, 511 and/or N11 calling. To the extent they are supported, additional charges may apply for these calls.

4. Directory Listing Service

RingCentral offers directory listing (the “**Directory Listing Service**”). If Customer subscribes to the Directory Listing Service, RingCentral will share certain Customer Contact Data with third parties as reasonably necessary to include in the phone directory (“**Listing Information**”). This information may include, but is not limited to, Customer’s company name, address, and phone numbers. Customer authorizes RingCentral to use and disclose the Listing Information for the purpose of publishing in, and making publicly available through, third-party directory listing services, to be selected by RingCentral or third-party service providers in their sole discretion. Customer acknowledges and agrees that by subscribing to the Directory Listing Service, Customer’s Listing Information may enter the public domain and that RingCentral cannot control third parties’ use of such information obtained through the Directory Listing Service.

- A. **Opt Out.** Customer may opt out of the Directory Listing Service at any time; however, RingCentral is not obligated to have Customer’s Listing Information removed from third-party directory assistance listing services that have already received Customer’s information.
- B. **No Liability.** RingCentral will have no responsibility or liability for any cost, damages, liabilities, or inconvenience caused by calls made to Customer’s telephone number; materials sent to Customer, inaccuracies, errors or omissions with Listing Information; or any other use of such information. RingCentral will not be liable to Customer for any use by third parties of Customer’s Listing Information obtained through the Directory Listing Service, including without limitation the use of such information after Customer has opted out of the Directory Listing Service.

5. Global RingEX or RingCentral Global Office.

Global RingEX (which is also known as RingCentral Global Office and references in the Service Description to Global RingEX shall also refer to Global Office) provides a single communications system to companies that have offices around the world, offering localized service in countries for which Global RingEX is available. Additional information related to Global RingEX Services is available at <http://www.ringcentral.com/legal/policies/global-office-countries.html>. This section sets forth additional terms and conditions concerning RingCentral’s Global RingEX for customers that subscribe to it.

- A. **Emergency Service Limitations for Global RingEX.** RingCentral provides access to Emergency Calling Services in many, but not all, countries in which RingCentral Global RingEX is available, allowing End Users in most countries to access Emergency Services. Emergency Services may only be accessed within the country in which the Digital Line is assigned, e.g., an End User with a Digital Line assigned in Ireland may dial Emergency Services only within Ireland. Access to Emergency Calling Services in RingCentral Global RingEX countries, where available, is subject to the Emergency Services Policy, available at <https://www.ringcentral.com/legal/emergency-services.html>. Customer must make available and will maintain at all times traditional landline and/or mobile network telephone services that will enable End Users to call the applicable Emergency Services number. Customer may not use the RingCentral Services in environments requiring fail-safe performance or in which the failure of the RingCentral Services could lead directly to death, personal injury, or severe physical or environmental damage.
- B. **Global RingEX Provided Only in Connection with Home Country Service.** RingCentral provides Global RingEX Service only in connection with Services purchased in the Home Country. RingCentral may immediately suspend or terminate Customer’s Global RingEX Services if Customer terminates its Digital Lines in the Home Country. All invoicing for the Global RingEX Services will be done in the Home Country on the Customer’s Account, together with other Services purchased under this Agreement, using the Home Country’s currency. Customer must at all times provide a billing address located in the Home Country. RingCentral will provide all documentation, licenses, and services in connection with the Global RingEX Service in English; additional language support may be provided at RingCentral’s sole discretion.
- C. **Primary Place of Use of Global RingEX Service.** Customer represents and warrants that the primary place of use of the Global RingEX Services will be the country in which the Digital Line is assigned, e.g., an End User with a Digital Line assigned in Ireland will primarily use that Digital Line in Ireland.
- D. **Relationships with Local Providers.** In connection with the provision of Global RingEX Services, RingCentral relies on local providers to supply certain regulated communication services; for example (i) for the provision of local telephone numbers within local jurisdictions; (ii) to enable you to place local calls within local jurisdictions; and (iii) to enable you to receive calls from non-RingCentral numbers on Customer’s Global RingEX telephone number(s), by connecting with the local public switched telephone network. Customer hereby appoints RingCentral as Customer’s agent with power of attorney (and such appointment is coupled with an interest and is irrevocable during the Term) to conclude and enter into agreements with such local providers on Customer’s behalf to secure such services. RingCentral’s locally licensed affiliates provide all telecommunications services offered to Customer within the countries in which such affiliates are licensed; in some cases, RingCentral may obtain services from locally licensed providers on Customer’s behalf. RingCentral is responsible for all contracting, billing, and customer care related to those services. Customer is responsible for providing RingCentral with all information necessary for RingCentral to obtain numbers in Global RingEX countries.

6. **Additional Services.** RingCentral offers add-on services for the Services (where available), which are described at <https://www.ringcentral.com/legal/microsoft-teams-services-attachment.html>. Additional terms or charges may apply, depending on the selected features.
7. **Bring Your Own Carrier (BYOC) Services.** RingCentral offers a software-as-a-service in which customers provide and maintain their own local telecommunications services, which may be connected to RingCentral's cloud PBX, videoconferencing, and team messaging services. BYOC and additional terms are described and available at <https://www.ringcentral.com/legal/BYOC-service-description.html>.
8. **Definitions.** Terms used herein but not otherwise defined have the meanings ascribed to them in the Agreement. For purposes of this Service Attachment, the following terms have the meanings set forth below:
- A. **“Digital Line”** means a phone number assigned to an End User or a specifically designated location (e.g., conference room) and the associated voice service for inbound and outbound calling that permits the End User generally to make and receive calls to and from the public switched telephone network as well as to and from other extensions within the same Account.
 - B. **“End Point”** means an application or device through which any End-User might access and/or use any of the Services, including without limitation IP Desk Phones, Desktop Clients, Web Clients, Mobile Applications, and Software Integrations.
 - C. **“Extension-to-Extension Calls”** means calls made and received between End Points on the Customer Account with RingCentral, regardless of whether the calls are domestic or international.
 - D. **“External Calls”** means calls made to or received from external numbers on the PSTN that are not on the Customer Account with RingCentral.
 - E. **“Home Country”** means the United States or the country that is otherwise designated as Customer’s primary or home country in the Order Form.



Verteks Consulting, Inc.
Voice and Data Networks
Phone: (352) 401-0909
Fax: (352) 401-0903
Web: www.verteks.com

QUOTE

Date	Quote #
10/31/25	VCIQ23509

Customer: City of Clermont
Wayne Fountain
685 W Montrose Street
Clermont, FL 34711
United States

Phone: (352) 241-7372
Fax:
E-Mail: wfountain@clermontfl.org

Region 14 ESC - TX
Contract Number: 01-125

Initial Term: August 16, 2021 to July 31, 2024

Renewal Options: Option to renew for two (2) additional one-year periods through July 31, 2026
RENEWED THROUGH July 31, 2026

Terms	Rep	P.O. Number	Ship Via
Net 15	John		

Qty	Mfr Part #	Description	Unit Price	List Price	Ext. Price
246	82M88AA	Poly Edge E320 IP Phone - Corded - Corded/Cordless - Bluetooth, NFC - 3 Multiple Conferencing - Desktop, Wall Mountable - White, Midnight Blue - VoIP - 3.5" LCD - 2 x Network (RJ-45) - PoE Ports	\$144.25	\$251.95	\$35,485.50

SubTotal	\$35,485.50
Sales Tax	\$0.00
Shipping	\$0.00
Total	\$35,485.50

Please contact me if I can be of further assistance.

All invoices/statements/bills shall be due when rendered. Any amounts remaining unpaid after thirty (30) days from the date of the invoices/statements/bills shall bear interest at the highest lawful rate from the date of the invoices/statements/bills, including postjudgment, until paid in full. In the event this account is referred to an attorney for collection, customer and customer's agent signing this invoice agree to pay all costs of collection and a reasonable attorneys' fee, through the appellate proceedings, regardless of whether suit is initiated, and including bankruptcy attorneys fees and costs should the customer and agent, or any one of them, file bankruptcy.

Approved By: _____ Order Date: _____

Please sign and print name

RingCentral Communications Installation Proposal



VERTEKS

CONSULTING

**VOICE & DATA
NETWORKS**

Presented To:



Drafted by: John Childers

TABLE OF CONTENTS

I.	Executive Summary.....	Page 3
II.	Installation Process.....	Page 4
III.	One-Time Installation Pricing.....	Page 5
IV.	Scope of Work Breakdown.....	Page 6
V.	Proposal Summary & Acceptance.....	Page 8

EXECUTIVE SUMMARY

RingCentral is a premium VoIP managed communications service. Our mission is to deliver a communications experience that our customers love. Our proposal includes installation, on-site training, and on-site post-cutover support is intended to give you an excellent experience and worry-free installation of your new RingCentral system.

Over the past 25+ years, Verteks Consulting has grown into a regional IT networking specialist with customers throughout Florida, and the US. Our client base is diverse, and our engineers and account managers are experienced and highly trained. As a RingCentral Partner, we have the knowledge, skills, and commitment to help implement technology solutions that match your exact business needs.

We have a broad range of experience. Verteks Consulting offers several areas of technical expertise including infrastructure, networking, Voice Over IP, office automation, business intelligence, and other leading-edge disciplines. Our services include consulting, training, implementation, maintenance, and support.

We're easy to do business with. Over the past years, we've invested time and money in implementing systems that make it easier for you to do business with us. We've deployed an email and web-based incident management system that your staff can use to open new trouble tickets, view the status of tickets and view notes on resolved tickets. We've increased our help desk staff to have all incoming phone calls answered by a certified engineer during regular business hours. We've implemented an on-call after-hours system to guarantee that your after-hours, weekend, and holiday calls for support are responded to immediately.

We provide a complete solution. Our proposal includes an option to provide all the installation and setup assistance you'll need – a truly 'turn-key' solution that lets you focus on running your business and not on implementing new technology solutions. We also included time for user training on the new system so that you and your staff will be able to make the most of your new communications system.

We have demonstrated expertise. Verteks Consulting employs Advanced Certified VoIP Engineers and Microsoft Certified Professionals (MCPs, MCSAs & MCSEs) who have a demonstrated level of technical expertise and the proven ability to deliver solutions featuring Microsoft products. We have a highly trained engineering team whose certifications include:

INSTALLATION PROCESS

Installation begins with team selection. We assign our installation team based on the best overall fit for your installation requirements – making sure the assigned team has the experience, training, and skills to complete your installation with 100% satisfaction.

- Your installation team will have a project lead that has a minimum of 100 installed VoIP sites on his resume – our most experienced lead engineers have over 200 installed sites of experience.
- The team will also include a dedicated account manager and a project sponsor, as well as other engineers and trainers as needed to meet your timeline and requirements.

We begin with the end in mind and plan backward from there. We begin our project management process by confirming our end-state goals for the installation, typically the goals include 100% overall satisfaction based on surveys of key stakeholders, on-time completion of all project phases, 100% training of all users and administrators, and 100% success on all post-cutover testing, plus any other specific goals based on your requirements

Typical downtime during the installation/cutover is minimal. Since we use a parallel deployment process, the new RingCentral system will be installed and operational on the LAN and WAN, and users will be trained prior to cutover. The cutover process will only be moving trunks or DID numbers and will be a very short window – typically a few minutes.

Discovery process – no detail left unchecked. Using our proven installation framework and work plan, we will conduct a discovery process that examines all the critical areas of the installation – including all the details that will allow you to have complete confidence that your system will meet your needs.

We provide recorded, interactive, web-based training. RingCentral has invested in interactive web-based training that is available 24x7x365 and can be used for new hires, refresher training – or even integrated into your internal learning management system if you desire.

Service Installation Pricing

RingCentral System Installation			
Service	Charge Term	Quantity	Turn-Key Installation
Project Management	One-Time	1	Included
On-Site Hardware Installation	One-Time	1	Included
VLAN Configuration	One-Time	1	Included
Call Routing Programing	One-Time	1	Included
On-Site User Training	One-Time	1	Included
Service Cutover / Post Cutover Support including 3 Years Professional Services (Up to 40 hours per year)	One-Time	1	Included
Total One-Time Payment - Turn-Key Installation			\$46,800
Full Breakdown of Installation Can Be Found Below			

Scope of Work Checklist Standards

Task		Turn-Key Installation
Discovery Phase		
Perform Site Survey		X
Project Kickoff Meeting		X
Phone Bill-if porting		X
Letter of Authorization- if applicable		X
Toll-Free Responsible Organization Form- if applicable		X
New Direct Dial Numbers		X
New Toll-Free Numbers		X
POTs Service		X
Directory Assistance Listing		X
Caller Name (CNAM)		X
User List Form		X
Installation Guides		X
Offnet Backup Form		X
Address Verification		X
Design Phase		
Order RingCentral managed connectivity		X
RingCentral managed connectivity F.O.C. notice		X
Order Alternate ISP managed connectivity		X
Order 3rd Party MPLS Tail (Interconnect to RingCentral)		X
Order Backup Connection (for RingCentral managed connectivity)		X
Provide Voice IP Address for use with RingCentral managed connectivity/3rd Party MPLS interconnect		X
Router Configuration: RingCentral managed connectivity		X
Router Shipment: RingCentral managed connectivity		X
Data IP Justification Form (if applicable) RingCentral managed connectivity		X
LNP Services (Local) – Number Research		X
LNP Service (Local) – Number/Date Submission Approval		X
LNP Service (Local) – Port Submission		X
LNP Service (Local) – Port Date Confirmation (FOC Date)		X
LNP Services (Toll-Free) – if applicable		X
LNP Service (Toll Free) – Number Submission Approval		X
LNP Service (Toll-Free) – Port Submission		X
LNP Service (Toll-Free) – Port Date Confirmation (FOC Date)		X
Task		Turn-Key Installation

Design Phase		
RingCentral Rental/Purchase Phones/ATAs/Switches Shipment (if included on RingCentral order form)		X
Other Phones/ATAs/Switches Shipment		T&M
Analog Devices (Overhead Paging/Door Buzzers/Analog phones)		T&M
System Design Meeting		X
System Design Routing Approval		X
System Design Configuration		X
System Design QA		X
System Design Handoff to Customer		X
System Design Customer Test		X
LAN Readiness Review		T&M
LAN Readiness Review Recap Document		X
If Needed - Wiring/Network Drops/DMARC Extension		T&M
Delivery Phase		
LAN Equipment Installation for Voice Service		X
LAN Equipment Configuration: Voice VLAN Tagging/Trunking		X
LAN Equipment Configuration: LLDP/DHCP Helper IP		X
LAN Equipment Configuration: POE/QoS/Speed/Duplex Settings		X
LAN Equipment Configuration Certification		X
LAN Devices: Phone Installation		X
LAN Devices: ATA Installation (Does NOT include testing analog devices connected off of the ATA)		X
LAN Devices: Headsets, overhead paging, door buzzer, fax		X
Confirmation of Supported Phone Firmware		X
Confirmation of Phone Log In		X
Standard Training Guides		X
End User Training		X
Administrative Training		X
LNP Service (Local) – Port Completion confirmation		X
LNP Services (Toll-Free) – Port Completion Confirmation		X
Task		Turn-Key Installation
Delivery Phase		
Remote Call Forward		X
Day 1 Go Live Support		X
Day 1 Go Live Change Requests		X
Introduction to Support		X

Proposal Acceptance

Client Name: City of Clermont Center

Network Connection	Client Provided
Number of Users	270
Power Over Ethernet	Client Provided
Firewall Configuration	On-Site provided by Verteks
Overhead Paging system	Time and Materials
Analog Fax Machines	On-Site provided by Verteks
Other Analog Devices (i.e. Door phones, postage meters)	Time and Materials
User & Admin Training	On-Site provided by Verteks
Post Cutover Support	On-Site provided by Verteks
Additional Extended Support	Remote/Onsite Provided by Verteks

Investment Summary

_____ RingCentral One-Time Turn-Key Installation Price: **\$46,800**
NCPA 01-170 Advanced Technology Solutions Aggregator
Awarded 12/14/2023 | Expires 12/31/2026 | with 2 optional 1-year terms making it a 5-year contract

We, the undersigned, have read and agree that both parties will comply with all the requirements and conditions contained within this agreement.



Don Gulling, President, Verteks Consulting, Inc.

November 1, 2025

Date

Client Signature & Title

Date



Verteks Consulting, Inc.
Voice and Data Networks
Phone: (352) 401-0909
Fax: (352) 401-0903
Web: www.verteks.com

QUOTE

Date	Quote #
11/01/25	VCIQ23824

Customer: City of Clermont
Wayne Fountain
685 W Montrose Street
Clermont, FL 34711
United States

Phone: (352) 241-7372
Fax:
E-Mail: wfountain@clermontfl.org

NCPA 01-170 Advanced Technology Solutions Aggregator
Awarded 12/14/2023 | Expires 12/31/2026 | with 2 optional 1-year terms making it a 5- year contract

Terms	Rep	P.O. Number	Ship Via
Net 15	John		

Qty	Mfr Part #	Description	Unit Price	List Price	Ext. Price
1		Installation Services	\$46,800.00	\$72,000.00	\$46,800.00
		Installation		\$54,000.00	
		Per Installation Agreement			
		Prepaid Support		\$18,000.00	
			SubTotal		\$46,800.00
			Sales Tax		\$0.00
			Shipping		\$0.00
			Total		\$46,800.00

Please contact me if I can be of further assistance.

All invoices/statements/bills shall be due when rendered. Any amounts remaining unpaid after thirty (30) days from the date of the invoices/statements/bills shall bear interest at the highest lawful rate from the date of the invoices/statements/bills, including postjudgment, until paid in full. In the event this account is referred to an attorney for collection, customer and customer's agent signing this invoice agree to pay all costs of collection and a reasonable attorneys' fee, through the appellate proceedings, regardless of whether suit is initiated, and including bankruptcy attorneys fees and costs should the customer and agent, or any one of them, file bankruptcy.

Approved By: _____ Order Date: _____

Please sign and print name



REQUEST FOR INFORMATION

RFI 26-043

INTENT TO UTILIZE THE OMNIA CONTRACT TO PURCHASE NEW PHONES AND PHONE SYSTEM

City of Clermont
685 W. Montrose Street
Clermont, FL 34711

RELEASE DATE: November 25, 2025

DEADLINE FOR QUESTIONS: December 5, 2025

RESPONSE DEADLINE: December 5, 2025, 2:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://procurement.opengov.com/portal/clermontfl>

City of Clermont
REQUEST FOR INFORMATION
Intent to Utilize the OMNIA Contract to Purchase New Phones
and Phone System

- I. Introduction
- II. Response Procedures.....

Attachments:

B - Vendor Information

E - OpenGov Vendor Registration

1. Introduction

Thank you for your interest in doing business with the City of Clermont. Vendors interested in responding to this Request for Information (RFI) are encouraged to carefully review the entire solicitation package prior to preparing and submitting a response.

Hardcopy responses may be delivered to:
City of Clermont Procurement Services Department
685 West Montrose Street, 2nd Floor
Clermont, FL 34711

All respondents must be registered with the Florida Department of State and licensed to conduct business in the State of Florida at the time of submittal.

1.1. Summary

Intent to Utilize the OMNIA Contract to Purchase New Phones and Phone System

1.2. Contact Information

Ramsey Jimenez
Procurement Manager
685 W Montrose St
Clermont, FL 34711
Email: rjimenez@clermontfl.org
Phone: [\(352\) 241-7353](tel:(352)241-7353)

Department:
Information Technology

1.3. Timeline

Solicitation Release Date	November 25, 2025
Question Deadline	December 5, 2025, 12:00pm
Response Deadline	December 5, 2025, 2:00pm

2. Response Procedures

2.1. Electronic Bidding System

The City of Clermont utilizes OpenGov (“Software Administrator”), an e-Procurement System (“Portal”) that provides bid notification and solicitation management services to interested vendors and contractors. Through the Portal, vendors can register online to receive notifications of new solicitations, addenda, and award announcements. Registration and participation in solicitations are free of charge, and no fees will be assessed to awarded vendors.

Vendors with internet access are encouraged to review registration options and create an account at:

 <https://procurement.opengov.com/portal/clermontfl>

The City of Clermont utilizes NIGP Commodity Codes within the Portal to notify registered vendors when new projects are posted that correspond to the commodity codes selected in their vendor profile. Vendors are encouraged to keep their profiles and NIGP codes up to date to ensure they receive relevant notifications.

2.2. Standard RFI

This Request for Information (RFI) is issued to notify vendors of the City of Clermont’s intent to purchase goods or services through an existing contract established by another government entity. This RFI is **not** an invitation to submit a bid or quote and will remain open for **seven (7) business days**.

If no qualified vendors respond to this RFI, the Procurement Services Department will proceed with utilizing the referenced contract.

Purpose

The purpose of this RFI is to identify any vendor capable of providing the products or services listed below in a timely manner. Responses will assist the City in determining whether comparable options are available in the market.

Contract Information

- A. Company Name: Verteks Consulting, Inc
- B. Contract Number and Title: 01-125 Technology and Cloud Solutions
- C. Length of Contract: through July 31, 2026
- D. Product or Service Provided: Poly Edge E320 IP Phone - Corded -Corded/Cordless Desk Phones
- E. Estimated Annual Expenditure: \$35,485.50
- A. Company Name: Verteks Consulting, Inc.
- B. Contract Number and Title: NCPA 01-170 Premier Government Solutions Aggregator
- C. Length of Contract: Through December 31, 2026

D. Product or Service Provided: Installation and Support

E. Estimated Annual Expenditure: \$46,800

Action Required

If your company is capable of providing any of the products or services listed above, please contact the Procurement Services Director by email at fsuarez@clermontfl.org prior to the RFI due date and time to express your interest.

Prospective vendors should submit information describing their company's capabilities and ability to provide the identified product or service. Do not include pricing information.

All responses will be reviewed and evaluated by the Procurement Services Department and the requesting department. These departments will determine whether the product or service offered qualifies as an approved equal to that provided under the referenced contract.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Piggyback Purchase Approval <i>Brush Truck for Fire Station No. 5</i>	
Requested Action	
Requesting approval to purchase under Florida Sheriffs Association Cooperative Purchasing Program Contract No. FSA25-VEF19.0 with Ten-8 Fire & Safety, LLC to purchase a Type-6 wildland firefighting brush truck in the budgeted amount of \$570,000.	
Staff Report	
The Procurement Services Department, in coordination with the Fire Department, recommends approval of this action. To acquire an F-750 brush truck for Fire Station 5, the Procurement Services Department identified a contract from the Florida Sheriffs Association as the most effective procurement method. To ensure transparency, the Procurement Services Department issued a Request for Interest (RFI) No. [Number] to notify local vendors of the City's intent to purchase under an existing governmental contract. The RFI was posted on the City's website for seven (7) business days. At the conclusion of the posting period, no vendor interest was received. Based on this, staff recommends that the City Council approve the purchase under the Florida Sheriffs Association contract. The Florida Sheriffs Association contract was awarded through a fully competitive solicitation process and complies with the City of Clermont's Procurement Policy. The acquisition of this F-750 brush truck for Fire Station 5 is essential to ensure the department can provide reliable brush/wildland fire suppression, water supply, and high-water response throughout the Wellness Way area and the greater Clermont service boundaries. The City currently operates only one brush truck that only carries 300 gallons of water and is assigned to Fire Station 2. The fire department has no reserve brush unit in the fleet. As a result, whenever that apparatus is out of service for maintenance or repair, the City has no internal brush capability, leaving crews dependent on automatic aid from neighboring agencies such as Groveland and Lake County. This creates a gap in service reliability and increases response times during brush, wildland, and storm-related incidents. The requested apparatus will carry 1,000 gallons of water and is designed to operate as a heavy brush truck, high-water response vehicle, and a supplemental tanker in areas with limited hydrant access. This versatility is especially important for the Wellness Way corridor, where new development, mixed terrain, and developing water supply infrastructure require sufficient and adaptable response capabilities. Adding this truck to the fleet ensures that the department has all the necessary apparatus to support initial fire attack, rural/wildland operations, and storm response. The specified unit meets departmental requirements for durability, pump performance, storage, and off-road capability. Procuring this truck now is critical, as the current manufacturer's lead time is approximately two years. Early authorization secures a production slot, avoids future price increases, and ensures delivery aligned with the department's deployment plan. Utilizing piggyback contracts, as authorized under Procurement Policy Section E.9, enables the City to leverage	

competitive pricing from existing government-awarded contracts. This approach reduces administrative costs and procurement lead time while ensuring cost-effective pricing. The Procurement Services Department has reviewed and determined that this method is in the City's best interest.

Additional Analysis

Fiscal Impact Summary

This project was approved during the budget process and will be funded through the Fire Impact Fund, Account No. 16522-66400

Fiscal Impact	Fund Number and Description	Available Budget Amount
\$570,000	16522-66400 Fire Impact Capital Vehicles	\$1,814,783

Exhibits Attached (copies of original agreements)

1.	1 Clermont F750 1000-Gallon Proposal	1 Clermont F750 1000-Gallon Proposal.pdf
2.	2 Clermont F750 4x4 1000-Gallon Options List	2 Clermont F750 4x4 1000-Gallon Options List.pdf
3.	3 Clermont F750 4x4 1000-Gallon Specifications	3 Clermont F750 4x4 1000-Gallon Specifications.pdf
4.	4 Skeeter Sole Source, Ten 8	4 Skeeter Sole Source, Ten 8.pdf
5.	5 FSA Skeeter Ford, Item 314 Specification	5 FSA Skeeter Ford, Item 314 Specification.pdf
6.	26-044	26-044.pdf



Equipment Proposal

Proposal # 3640

This Equipment Proposal (the "Proposal") has been prepared by Ten-8 Fire & Safety, LLC ("Company") in response to the undersigned Customer's request for a proposal. This Proposal is comprised of the special terms set forth below, the Proposal Option List, Warranty, and Company's Purchasing Terms and Conditions. Through its signature below or other Acceptance (as defined below), Customer acknowledges having received, read and being bound by this Proposal, all attachments and Company's Purchasing Terms and Conditions.

Date: November 20, 2025 ("Proposal Date") **Customer:** Clermont Fire Department ("Customer")

Customer Address: 439 W Highway 50, Clermont, FL 34711

Qty	Product Description & Options	Price
1	Skeeter Ford F550 based on FSA 25-VEF-19.0 Contract, Item 314, Skeeter, Ford. Options to meet Clermont Fire Department 1000-Gallon Brush Truck Specification. 3% Discount on options as required by the FSA contract.	\$223,335.00 \$357,386.60 (\$10,721.60)
Total:		\$570,000.00
** Pricing is subject to change as follows: (a) Commercial chassis price is an estimate; final chassis price will be determined when chassis is delivered by the manufacturer to the original equipment manufacturer ("OEM"). The OEM will notify Company of its final price, and Company will notify Customer of the final price. (b) Persistent Inflationary Environment: If the Producer Price Index of Components for Manufacturing [www.bls.gov Series ID: WPUID6112] ("PPI") has increased at a compounded annual growth rate of 5.0% or more between the month the OEM accepts this order ("Order Month") and a month 14 months prior to the then predicted "ready for pick up" date ("Evaluation Month"), then Company may update the pricing in an amount equal to the increase in PPI over 5.0% in each year or fractional year between the Order Month and the Evaluation Month. Company will document any such updated price for Customer's approval, and Company will provide to Customer the option to cancel this Order for 45 days if Customer does not accept the updated price. If Customer accepts or fails to respond within such 45 day period, Customer will be obligated to complete the Product purchase at the updated Total price.		

Delivery Timing: The Product described above in the Product Description and Options Section of this document will be built by and shipped from the manufacturer approximately **24** (months) after Company receives Customer's acceptance of this Proposal as defined below, subject to market and production conditions, Force Majeure, delays from the chassis manufacturer, changes to Order Specifications, or any other circumstances or cause beyond Company's or manufacturer's control.

Other: Price quoted includes a preconstruction and final inspection trip to the factory in Hillsboro, Texas for Clermont Fire Department personnel.

Unless accepted within **30** days from date of proposal, the right is reserved to withdraw this proposal.

Order continues on immediately following page.

ACCEPTANCE OF THIS PROPOSAL CREATES AN ENFORCEABLE BINDING AGREEMENT BETWEEN COMPANY AND CUSTOMER. "ACCEPTANCE" MEANS THAT CUSTOMER DELIVERS TO COMPANY: (A) A PROPOSAL SIGNED BY AN AUTHORIZED REPRESENTATIVE, OR (B) A PURCHASE ORDER INCORPORATING THIS PROPOSAL, WHICH IS DULY APPROVED, TO THE EXTENT APPLICABLE, BY CUSTOMER'S GOVERNING BOARD. ACCEPTANCE OF THIS PROPOSAL IS EXPRESSLY LIMITED TO THE TERMS CONTAINED IN THIS PROPOSAL AND COMPANY'S PURCHASING TERMS AND CONDITIONS. ANY ADDITIONAL OR DIFFERENT TERMS, WHETHER CONTAINED IN CUSTOMER'S FORMS OR OTHERWISE PRESENTED BY CUSTOMER AT ANY TIME, ARE HEREBY REJECTED.

INTENDING TO CREATE A BINDING AGREEMENT, Customer and Company have each caused this Proposal to be executed by their duly authorized representatives as of date of the last signature below.

Customer: Clermont Fire Department

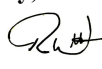
By: _____

Title: _____

Print: _____

Date: _____

Ten-8 Fire & Safety, LLC

By: 

Title: **Authorized Sales Representative**

Print: **Robert S. Wallace**

Date: **11/20/2025**

PURCHASING TERMS AND CONDITIONS

These Purchasing Terms and Conditions, together with the Equipment Proposal and all attachments (collectively, the “Agreement”) are entered into by and between Ten-8 Fire & Safety, LLC, a Florida company (“Company”) and Customer (as defined in Ten-8 Fire & Safety LLC’s Equipment Proposal document) and is effective as of the date specified in Section 3 of these Purchasing Terms and Conditions. Both Company and Customer may be referred throughout this document individually as a “party” or collectively as the “parties.”

1. Definitions.

- a. **“Acceptance”** has the same meaning set forth in Company’s Equipment Proposal.
- b. **“Company’s Equipment Proposal”** means the Equipment Proposal provided by Company and prepared in response to Customer’s request for proposal for a fire apparatus or associated equipment.
- c. **“Cooperative Purchasing Contract”** means an Agreement between Company and a public authority, including without limitation, a department, division, agency of a municipal, county or state government (“Public Authority”), that adopts or participates in an existing agreement between Company and another non-party customer (including, but not limited to such non-party customer’s equipment proposal, its applicable exhibits, attachments and purchasing terms and conditions), often referred to as a “piggyback arrangement,” which is expressly agreed to, in writing, by Company. Company has sole discretion to determine whether it will agree to such a Cooperative Purchasing Contract.
- d. **“Delivery”** means when Company delivers physical possession of the Product to Customer.
- e. **“Manufacturer”** means the Manufacturer of any Product.
- f. **“Prepayment Discount”** means the prepayment discounts, if any, specified in Company’s Equipment Proposal.
- g. **“Product”** means the fire apparatus and any associated equipment manufactured or furnished for Customer by Company pursuant to the Specifications.
- h. **“Purchase Price”** means the Total price set forth in the Quotation, after applicable pricing adjustments set forth in the Quotation. Additionally, if transportation charges are included in the Purchase Price, any changes in transportation charges shall be borne by Customer. Unless otherwise stated herein, Company shall not be responsible for switching, handling, loading, sorting, storage, demurrage, or any other transportation or peripheral charges. If any tax, public charge, tariff, duty, or increase in such taxes or tariffs, is now, or shall be, assessed, levied, or imposed upon, or with respect to the sale of Product by Company or the Manufacturer to Customer or upon any sale, delivery, or other action taken under any validly accepted order for Product, or upon the export or import of such Product by Company or Manufacturer, or if any change shall be made in the custom house or railway classification of such Product or in existing freight rates applicable thereto, the burden of such charge or change shall be borne by the Customer.
- i. **“Purchasing Terms and Conditions”** means these Purchasing Terms and Conditions; however, if the Company’s Equipment Proposal or the Customer’s related Purchase Order states that it is governed by a Cooperative Purchasing Agreement, “Purchasing Terms and Conditions” shall mean those terms and conditions set forth in the applicable Cooperative Purchasing Agreement.
- j. **“Specifications”** means the general specifications, technical specifications, training, and testing requirements for the Product contained in Company’s Equipment Proposal and its Exhibit A (Proposal Option List), prepared in response to Customer’s request for such a proposal.

2. Purpose. This Agreement sets forth the terms and conditions of Company’s sale of the Product to Customer.

3. Term of Agreement. This Agreement will become effective on the date of Acceptance as defined in Company’s Equipment Proposal (“Effective Date”) and, unless earlier terminated pursuant to the terms of this Agreement, it will terminate upon Delivery and payment in full of the Purchase Price.

4. Purchase and Payment. Customer agrees to pay Company the Purchase Price for the Product(s). The Purchase Price is in U.S. dollars. Where Customer opts for a Prepayment Discount that specifies that Customer will tender one or more prepayments to Company, Customer must provide each prepayment within the time frame specified in the Equipment Proposal in order to receive the Prepayment Discount for that prepayment installment. To the extent permitted by applicable law, Company may in its sole discretion charge a convenience fee if Customer elects to pay the Purchase Price by means of a credit card.

5. Representations and Warranties. Customer hereby represents and warrants to Company that the purchase of the Product(s) has been approved by Customer in accordance with applicable general laws and, as applicable, Customer's charter, ordinances and other governing documents, and funding for the purchase has been duly budgeted and appropriated.
6. Cancellation/Termination. In the event this Agreement is cancelled or terminated by Customer before completion, Company may charge Customer a cancellation fee. The following charge schedule is based on costs incurred by Manufacturer and Company for the Product, which may be applied and charged to Customer: (a) 12% of the Purchase Price after the order for the Product(s) is accepted and entered into Manufacturer's system by Company; (b) 22% of the Purchase Price after completion of approval drawings by Customer, and; (c) 32% of the Purchase Price upon any material requisition made by the Manufacturer for the Product. The cancellation fee will increase in excess of (c) in this Section 6, accordingly, as additional costs are incurred by Manufacturer and Company as the order progresses through engineering and into the manufacturing process.
7. Delivery. The Product is scheduled to be delivered as specified in the Delivery Timing section of the Equipment Proposal ("Delivery Timing"), which will be F.O.B. Company's facility. The Delivery Timing is an estimate, and Company is not bound to such date unless it otherwise agrees in writing. Company is not responsible for Delivery delays caused by or as the result of actions, omissions or conduct of the Manufacturer, its employees, affiliates, suppliers, contractors, and carriers. All right, title and interest in and to the Product, and risk of loss, shall pass to Customer upon Delivery of the Product(s) to Customer.
8. Standard Warranty. The manufacturer warranties applicable to this Agreement, if any, are attached to Company's Equipment Proposal as Exhibit A and are incorporated herein as part of the Agreement.
 - a. Disclaimer. EXCEPT AS OTHERWISE SET FORTH IN THIS AGREEMENT, COMPANY, INCLUDING ITS PARENT COMPANY, AFFILIATES, SUBSIDIARIES, AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, AGENTS OR REPRESENTATIVES DO NOT MAKE ANY REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THE PRODUCTS PROVIDED UNDER THIS AGREEMENT, WHETHER ORAL OR WRITTEN, EXPRESS, IMPLIED OR STATUTORY. WITHOUT LIMITING THE FOREGOING DISCLAIMER, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, IMPLIED WARRANTY AGAINST INFRINGEMENT, AND IMPLIED WARRANTY OR CONDITION OF FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED AND DISCLAIMED. STATEMENTS MADE BY SALES REPRESENTATIVES OR IN PROMOTIONAL MATERIALS DO NOT CONSTITUTE WARRANTIES.
9. Limitation of Liability. COMPANY WILL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, INDIRECT, ECONOMIC, PUNITIVE, SPECIAL OR EXEMPLARY DAMAGES ARISING FROM OR IN ANY WAY CONNECTED WITH THIS AGREEMENT WITHOUT REGARD TO THE NATURE OF THE CLAIM OR THE UNDERLYING THEORY OR CAUSE OF ACTION (WHETHER IN CONTRACT, TORT, STRICT LIABILITY, EQUITY OR ANY OTHER THEORY OF LAW) ON WHICH SUCH DAMAGES ARE BASED. COMPANY'S LIMIT OF LIABILITY UNDER THIS AGREEMENT SHALL BE CAPPED AT THE TOTAL AMOUNT OF THE MONIES PAID BY CUSTOMER TO COMPANY UNDER THIS AGREEMENT.
10. Force Majeure. Company shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond Company's control or which make Company's performance impracticable, including but not limited to wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, transportation or delivery delays or losses outside of Company's control, any act of government, inability or delay of Company or manufacture in obtaining necessary labor or adequate or suitable manufacturing components at reasonable prices, allocation regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, acts of God or the public enemy, terrorism, epidemics, quarantine restrictions, failure of vendors to perform their contracts or labor troubles of Company or a manufacturer causing cessation, slowdown, or interruption of work.

11. Customer's Obligations. Customer shall provide its timely and best efforts to cooperate with Company and Manufacturer during the manufacturing process to create the Product. Reasonable and timely cooperation includes, without limitation, Customer's providing timely information in response to a request from Manufacturer or Company and Customer's participation in traveling to Manufacturer's facility for inspections and approval of the Product.
12. Default. The occurrence of one or more of the following shall constitute a default under this Agreement: (a) Customer's failure to pay any amounts due under this Agreement or Customer's failure to perform any of its obligations under this Agreement; (b) Company's failure to perform any of its obligations under this Agreement; (c) either party becoming insolvent or becoming subject to bankruptcy or insolvency proceedings; (d) any representation made by either party to induce the other to enter into this Agreement, which is false in any material respect; (e) an action by Customer to dissolve, merge, consolidate or transfer a substantial portion of its property to another entity; or (f) a default or breach by Customer under any other contract or agreement with Company.
13. Manufacturer's Statement of Origin. Company shall retain possession of the manufacturer's statement of origin ("MSO") for the Product until the entire Purchase Price has been paid. If more than one Product is covered by this Agreement, Company shall retain the MSO for each individual Product until the Purchase Price for that Product has been paid in full.
14. Arbitration. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The Arbitration shall take place in Bradenton, Florida.
15. Miscellaneous. The relationship of the parties established under this Agreement is that of independent contractors and neither party is a partner, employee, agent, or joint venture of or with the other. Neither party may assign its rights and obligations under this Agreement without the prior written approval of the other party. This Agreement and all transactions between Ten-8 Fire & Safety, LLC will be governed by and construed in accordance with the laws of the State of Florida. The delivery of signatures to this Agreement may be via facsimile transmission or other electronic means and shall be binding as original signatures. This Agreement shall constitute the entire agreement and supersede any prior agreement between the parties concerning the subject matter of this Agreement. This Agreement may only be modified by an amendment, in writing, signed by duly authorized representatives of both parties with authority to sign such amendments to this Agreement. In the event of a conflict between the Ten-8 Proposal and these Terms and Conditions, the Ten-8 Proposal shall control except in the case of a Cooperative Purchasing Contract as set forth in Section 1(c) and (i) of these Purchasing Terms and Conditions. If any term of this Agreement is determined to be invalid or unenforceable by a competent legal authority, such term will be either reformed or deleted, as the case may be, but only to the extent necessary to comply with the applicable law, regulation, order or rule, and the remaining provisions of the Agreement will remain in full force and effect.



Spec # 2897 Print List

Spec #: 3640	Dealership: Ten-8 Fire Equipment	Chassis: C-3808 (Ford F750 - 4X4 - Diesel - 2Dr - XL)
Job #:	Sales Rep: Robbie Wallace	Body:
Creation Date: 04/01/2025	Account: Clermont Fire Department	Truck Desc.: 2025 Clermont 1000-Gallon Brush Truck
Notes:		NWCG Typing:

Components

#	Component Description	Category	Quantity
C-3808	Ford F750 - 4X4 - Diesel - 2Dr - XL	Chassis	1
C-5246	Variable Cab to Axle	Chassis	1
C-5923	Race Red, Ford, OEM Paint	Chassis	1
C-4282	Cab Step/Covers, Small Chassis	Chassis	1
C-3479	No Lift or Larger Tires	Chassis	1
SP-2897	4X4 CONVERSION WITH TIRE AND WHEEL PACKAGE	Chassis	1
C-3481	Tires/Wheels - OEM Tires and Wheels	Chassis	1
C-3486	None - No Spare Tire	Chassis	1
C-4715	Custom Fabricated Tilting Bumper/Grill Guard (Large Truck)	Chassis	1
C-4087	Front Bumper - Bed Lined Finish	Chassis	1
C-4056	Fog Lights - FRC - SoBrite 6in LED	Chassis	1
C-3498	Skid Plate 5/16 inch (Front/Bumper)(HD)	Chassis	1
C-4341	Transfer Case Skid Panels- LRG.	Chassis	1
C-3515	Front Winch - 15000lbs - WARN - Fixed	Chassis	1
C-4767	Small Truck Air Horn	Chassis	1
C-3520	Console - Poly Enclosure	Chassis	1
C-4575	Dual USB and 12v Utility Outlet	Chassis	1
C-4354	Console - Upgraded Fuse Block	Chassis	1
C-4009	Camera System - Rosco - 1 Cam	Chassis	1
C-4342	Rear Receiver - Large - Winch/Rope/Trailer	Chassis	1
C-3530	Trailer Plug - 12V - 7 Pin	Chassis	1
C-3998	Rescue Side, Alum, 168" x 100", 115" CA	Wildland Body	1
C-4131	DA Finish	Wildland Body	1
C-3575	Transverse Compartment (Rescue) 18"W	Wildland Body	1
C-4300	Compartment, D/S, Lift-Up Dual Door 72"	Wildland Body	1
C-4301	Compartment, P/S, Lift-Up Dual Door 72"	Wildland Body	1
C-4555	Rear Center Under Body Compt 120"	Wildland Body	1



Spec # 2897 Print List

#	Component Description	Category	Quantity
C-4691	Slide Out Tray	Wildland Body	1
C-4438	D/S Hose Tray - Solid - 72"	Wildland Body	1
C-4453	P/S Tool Tray - Solid - 72"	Wildland Body	1
C-3615	Rear Fold Down Step	Wildland Body	1
C-3614	Rear Step, Pull out, Standard	Wildland Body	1
C-4193	Fuel and DEF Fill Doors	Wildland Body	1
C-4559	Slide Out Tray, 1000lbs max, 16" x 82" Transverse	Wildland Body	1
C-4209	Adjustable Shelf	Wildland Body	1
C-4227	I-zone Brackets, Swing-Out	Wildland Body	1
C-4152	Tank Access Ladder	Wildland Body	1
C-3957	1000 Gallons, Poly	Wildland Plumbing	1
C-3660	Water Tank Gauge - Rear+Cab	Wildland Plumbing	1
C-4038	Pump Darley, 2.5 AGE 24K Diesel	Wildland Plumbing	1
C-3689	Aux Fire Pump Mntg, P/S Rear, Bolted	Wildland Plumbing	1
C-3700	Pump Enclosure, Small - Diesel Pump	Wildland Plumbing	1
C-4408	Pump Fuel from Chassis - Diesel	Wildland Plumbing	1
C-4163	Pump Panel - Pump Enclosure Mounted	Wildland Plumbing	1
C-5156	No Walkway Pump Controls	Wildland Plumbing	1
C-3706	Manifold, SS (Standard)	Wildland Plumbing	1
C-4733	Valves, S/S, Quarter Turn	Wildland Plumbing	1
C-3897	NH Hose Threads	Wildland Plumbing	1
C-3704	2.5" Pump Intake Plumbing	Wildland Plumbing	1
C-3715	Tank Fill and Cooling Line 1" Water Tank	Wildland Plumbing	1
C-3708	Discharge, 2.5", Rear, 2.5"FM x 1.5"M, 1	Wildland Plumbing	1
C-5044	No 3/4" Discharge	Wildland Plumbing	1
C-3711	Discharge, 1.5", Rear, Pre-connect	Wildland Plumbing	1
C-3817	Whip Hose Lines (2) Front Body 1" x 12'	Wildland Plumbing	1
C-4016	Hose Reel, Hannay, Cntr Mount	Wildland Plumbing	1
C-3737	Roller, Hose Reel, Top	Wildland Plumbing	1
C-3726	150 Foot of 1", Reel Capacity	Wildland Plumbing	1
C-3735	Hose, Water, 800#, 3/4" x 150'	Wildland Plumbing	1
C-3714	Ground Sweep Discharges, Front Bumper	Wildland Plumbing	1
C-3713	Akron Front Bumper Monitor	Wildland Plumbing	1
C-4699	Discharge, 1.5", Front Bumper	Wildland Plumbing	1
C-5705	Supply Line, Front Bumper	Wildland Plumbing	1
C-3693	Foam System, Scotty #4171	Wildland Plumbing	1
C-3662	Foam Tank Capacity, 20 Gallons, Class A,	Wildland Plumbing	1
C-3669	Foam Tank Drain and Valve, 3/4"	Wildland Plumbing	1
C-3673	Foam Tank Gauge - Rear+Cab	Wildland Plumbing	1
C-4079	Pump Test, NFPA Compliant	Wildland Plumbing	1



Spec # 2897 Print List

#	Component Description	Category	Quantity
C-3764	Stop/Tail/Turn Lights, Whelen M6BTT/M6FC	Electrical	1
C-3765	Back up Lights, Whelen M6 Series, LED,	Electrical	1
C-3876	Siren, Electronic, Whelen, 295SLSA6	Electrical	1
C-5824	Rotary Knob, 9-Switch, , 295SLSA6 Siren Controller	Electrical	1
C-3747	Siren Speaker (1)	Electrical	1
C-5662	Lightbar, Whelen, Legacy, WeCanX	Electrical	1
C-3745	Lightbar Mount, Cab Roof, with Guard	Electrical	1
C-3750	Warning Lights, Whelen, M-6 Series (12)	Electrical	1
C-3752	Scene Light, Combo, Rigid 20"	Electrical	1
C-3815	Scene Light, (8) Rigid	Electrical	1
C-4158	Ground lights - Chassis - LED Strip - 2 Door	Electrical	1
C-3617	Ground Lights, Under Rear Step	Electrical	1
C-3528	Kussmaul 1000 - With Auto-Eject	Electrical	1
C-3598	Door Ajar Light, LED	Electrical	1
C-5561	Stripe, Reflective, Scotchlite, Front Chevron,	Graphics	1
C-5562	Stripe, Reflective, Scotchlite, Rear Chevron	Graphics	1
C-3769	Custom Door Graphics	Graphics	1
C-3766	Lettering, Cab, 3" Reflective	Graphics	1
C-3772	1 - 4 - 1 Reflective Stripe	Graphics	1
C-4195	Cab Roof Numbers	Graphics	1
C-3525	Battery Switch, Master Disconnect, CH, R	Required Components	1
C-3759	Fuse Box	Required Components	1
C-3758	Back Up Alarm	Required Components	1
C-3763	License Plate, Mounting	Required Components	1
C-3762	Clearance Lights, LED, DOT	Required Components	1
C-4429	Mud Flaps, Rear Wheels, SEV Logo	Required Components	1
C-3570	Emblems, Skeeter	Required Components	1
C-4022	Drawings	Required Components	1
C-3760	Electrical Harness & Wiring	Required Components	1
C-3780	Capacities Placard, Reflective	Required Components	1
C-3474	Chassis Prep	Required Components	1
C-3630	Final Assembly	Required Components	1
C-3795	Operational Pump Test	Required Components	1
C-3796	12V Electrical Load	Required Components	1
C-3799	Road Test, 10 miles	Required Components	1
C-5863	Skeeter Parts Disclaimer	Required Components	1
C-3800	5-Year Parts & Labor/10-Year Body Integr	Required Components	1
C-4523	Basic Apparatus Labeling	Other	1
C-3785	Pre-Construction Conference, At Factory	Other	1
C-4269	Final Inspection at Skeeter	Other	1



Spec # 2897 Print List

#	Component Description	Category	Quantity
C-3790	Training, Factory Supplied, Factory loca	Other	1
C-4340	Delivery, Dealer Provided	Other	1
C-3787	Payment Terms, 100% on Delivery and Acce	Other	1



Specification for:
Type 4
C-3917 (Ford F750 - 4X2 - Diesel - 4Dr - XL)

Submitted To:
Darryl Hyatt
Clermont Fire Department
439 W Highway 50 Clermont, FL 34711

Specification **3640**
09/29/2025

Prepared by:
Robbie Wallace
Ten-8 Fire Equipment



C-3917 CHASSIS - FORD F750 - 4X2 - DIESEL - 4DR - XL

One (1) FORD F-750 4X2, four (4) door cab and chassis

GVWR: 25,999 LBS

Frame: 120,000#

Wheelbase: 218 inch

Cab Axle: 108"

Front Bumper: black

Tow Hooks: front

Front Suspension: 12,000 lbs

Front Tires: two (2) 11R22.5R Goodyear G177 all terrain

Front Wheels: two (2) steel disc wheels, GRAY

Rear Axle: 21,000#

Rear Suspension: 21,000#

Rear Axle Ratio: 6.17

Rear Tires: four (4) 11R22.5R with all terrain pkg.

Rear Wheels: four (4) aluminum disc wheels

Braking System: air brake system with an Anti Lock (ABS), Air Dryer

Brake System Moisture Ejectors: equipped with automatic reservoir drain valve

Engine: Powerstroke 6.7L Diesel

Horse Power: 330 @ 2,600 rpm

Torque: 750 lb/ft @ 1,800 rpm

Exhaust Brake

Air Brakes - ABS system at all four tires

Cooling System: a coolant mixture protected to -34 degrees Fahrenheit

Exhaust System: exhaust system horizontally mounted right side

Fuel Tank: 65 gallon fuel tank LH Rectangular

Urea Tank: 8 gallon

Fuel Filter/Water Separator/Heater: located between fuel tank and engine injection pump, complete with dash mounted alarm, indicator light (for water detection).

Transmission: Ford Torqshift HD, electronic 10-speed automatic transmission

Chassis PTO Output: The chassis transmission shall be equipped with the factory PTO output provision.

Transfer Case: 2 speed, hi/low, 50/50 bias.

Steering: power steering

Batteries: three (3) 31 heavy-duty 12-volt batteries, 900 cca, 2700 cca total

Alternator: 240-amp

Cab Features: four (4) door aluminum cab construction

Paint: single color

Cab HVAC Controls: climate controls for heat and air conditioning

Cab Door Controls: Power Package, with Key Fob entry.

Cab Mirrors: two (2) West Coast style mirrors

Cab Instruments: standard

Drivers Seat: individual bucket style seat with three (3) point safety harness, air ride

Passenger Seat: individual bucket style seat with three (3) point safety harness

Rear Seat: bench seat with three (3) point safety harness

Printed Manuals: one (1) printed chassis operation manual

Cab Accessories: radio, two radio speakers and rooftop antenna

***Specifications are subject to change without notice due to OEM model year updates or revisions.

SP-3000 DEF TANK GUARD

There shall be a DEF Tank Guard added to protect the tank. This shall be constructed out of aluminum and be attached to chassis to prevent damage.

SP-2999 FORD F-750 - 4X4 CONVERSION - LARGE TIRE PKG

The F750 chassis shall be modified by an approved upfitter to convert the chassis to a 4X4. The conversion involves upgrading the vehicle's drivetrain, suspension, and tires to create a more rugged, off-road capable vehicle. The conversion includes a Meritor FSD14A CB Front Drive Axle with a capacity of 14,600 lbs, along with the required spring leaves for enhanced suspension. To enable 4X4 functionality, an MVG 750 two-speed transfer case is used, capable of handling 7,400 lbs of torque and 350 horsepower.

The vehicle's wheels are upgraded with Goodyear G278 425/65R22.5 20PR Super Single tires. These tires are designed for both the front and rear of the vehicle, each with a load rating of 11,400 lbs and a maximum speed of 55 mph. With a diameter of 45 inches, these tires are ideal for off-road conditions. The conversion also includes four wheels to support the larger tires.

In terms of steering, a single steering arm is included, and the rear axle is blocked for stability and performance in off-road environments. Additionally, the steering knuckles may require modification to ensure that the larger tires don't rub against the control arms during operation.

Important Considerations:

Vehicle Handling: Lifting the chassis and installing larger tires will affect the vehicle's center of gravity, altering its handling characteristics. Drivers should be aware of this change in vehicle dynamics.

Stopping Distance: The larger tires can increase stopping distance, so extra caution should be taken, especially in emergency braking situations.

Recommended Usage: This conversion is best suited for vehicles operating in off-road or rough terrain environments. It is not recommended for primarily on-road usage due to the altered dynamics and increased stopping distances.

Speedometer Calibration: Due to the change in tire size, a vehicle speed sensor calibrator may be necessary (if available) to recalibrate the speedometer for accurate readings.

Turning Radius: The turning radius may need to be reduced by 1 to 5 degrees to prevent tire rubbing. Modifications to the steering knuckles may be required to ensure the tires do not interfere with the control arms.

C-5246 VARIABLE CAB TO AXLE

Cab to axle not predetermined

C-5923 CAB PAINT - SOLID - RACE RED

Cab Color: Race Red

Paint Warranty is covered by the specific chassis manufacturer OEM.

C-5971 CAB STEP COVERS

There shall be custom aluminum diamond plate cab step covers, one (1) each side to run full length of cab. They shall conform to the outside of the battery box, fuel tank, DPF, etc, and be removable for component service.

The battery access panel shall be easily accessible without the use of tools.

C-3479 NO LIFT OR LARGER TIRES

No Lift or Larger Tires/Wheels shall be installed on the apparatus.

C-3481 TIRES/WHEELS - STOCK TIRES AND WHEELS

Chassis will use stock tires and wheels provided by chassis manufacturer.

C-3486 NO SPARE TIRE

No spare tire shall be supplied.

C-4710 POWDER COAT, OEM WHEELS

OEM wheels shall be powder coated. Color shall be chosen by the purchaser.

Color: TBD

C-4172 TIRE PRESSURE MONITOR, ELECTRONIC

There shall be an electronic tire pressure monitoring system installed on the wheels. The monitors shall indicate if the tires are at the correct pressure by a display on a dash mounted electronic monitor screen.

C-4715 CUSTOM FABRICATED TILTING BUMPER/GRILL GUARD (LARGE TRUCK)

The front of the vehicle shall be equipped with a custom fabricated, severe service, aluminum shaped bumper assembly. It shall be bolted in place to the front frame extensions, and angled back at corners to width of fenders. It shall include fog lights mounted on the bumper.

It shall have a custom grille guard that is designed to tilt to allow the hood to open properly. There shall be pins that lock the grille in the vertical position.

C-4695 FRONT BUMPER - DA FINISH

The front bumper shall have a DA finish.

C-4056 FOG LIGHTS - FRC - SOBRITE 6IN LED

There shall be two (2) FRC SoBrite 6" LED lights installed on front bumper/grille guard.

C-3498 FRONT BUMPER SKID PLATE

A .3125" skid plate will be installed from the bumper area extending below the bumper extension and chassis radiator area.

C-3499 SKID PLATE - TRANSFER CASE

A removable heavy duty .250" aluminum skid plate assembly shall be installed to protect the oil pan and transfer case.

C-3515 FRONT WINCH - 15000LBS - WARN - FIXED

A Warn Winch Company Model M15000 PN47801 15,000# capacity 12-volt electric powered winch shall be permanently installed at the front center bumper extension area . The unit shall include the following:

- a) 3.86 feet per minute pulling speed at 15,000# rated load
- b) 440 amps at full capacity
- c) Cable roller guide assembly
- d) 90 feet of 7/16" diameter galvanized cable and fairlead & safety hook assembly shall be supplied.
- e) Winch speed shall be constant with forward and reverse modes controlled with a push button device at the end of a 12 feet (12') minimum control cable which connects to the winch through a weatherproof receptacle.

C-4620 GALVANIZED WINCH CABLE

The Warn Winch shall come with a galvanized cable and will be installed on the winch drum. The cable shall meet or exceed the pull rating of the winch.

The winch shall have the fairlead installed for the galvanized cable.

C-3511 WINCH POWER SUPPLY

two (2) Anderson type 12 volt quick disconnect electrical receptacles with covers shall be installed for the portable winch. Power cables shall be color coded "red" positive and "black" neutral; rated at 125% of winch power requirement including line drop; protected with conduit for mechanical abrasion and equipped with circuit breaker protection at the battery area.

A 500 amp 12 volt industrial series solenoid shall be installed to supply power to the Anderson plugs. The solenoid shall be activated by the upfitter switch.

Location shall be: one (1) front of the apparatus and one (1) rear of the apparatus

C-4028 WIRELESS WINCH CONTROLLER

A Warn 90287 wireless winch controller shall be included. It shall control the winch from up to 50' away, and shall WARN truck/SUV winches with a five-wire control pack. It shall have the following features:

Easy plug-and-play installation
Sealed for protection against the elements
Activation sequence guards against accidental power-ups
Kit includes wireless transmitter, receiver, holster, lanyard and mounting hardware

C-4767 SMALL TRUCK AIR HORN

There shall be an aftermarket airhorn kit installed on the apparatus.

C-3519 CONSOLE - ALUMINUM ENCLOSURE

A DA aluminum electrical console and enclosure shall be located between the driver's and passenger's seats. The aluminum body shall be powder coated matte black. It shall house the siren, switches, cup holder, map box, equipment storage, and auxiliary equipment. It shall have a custom poly faceplate. It shall extend fully to the dash and include arm rests.

C-3940 12 VOLT POWER SOURCE

2 12 volt plug-in utility power outlets rated at 15 amps shall be provided in cab.

LOCATIONS: Determined at preconstruction.

C-4354 CONSOLE - UPGRADED FUSE BLOCK

The fuse block in the center console shall be upgraded to a 5025 100amp style fuse block. This fuse block shall be wired to the same signal as the rest of the Skeeter electrical system.

C-5538 AIR DECONTAMINATION SYSTEM

A CrewProtect 50 Air Decontamination System shall be installed in the cab. It protects against particulates, VOCs, and aerosols, which cause short and long-term health concerns. It has a multi-stage cartridge system collects 99.95% of particles at 0.3 microns and removes a broad range of gaseous pollutants.

C-3532 NO RADIO INSTALL

There shall be no radios installed into the apparatus.

C-4009 BACK-UP CAMERA SYSTEM

One (1) Rosco STSK4532 rear view mirror camera system shall be furnished utilizing a camera which provides a wide field of view and picture quality. A sealed camera enclosure shall be utilized along with electronic connections.

One (1) camera shall cover the rear of the apparatus, which will activate during back-up mode and during normal operations if needed.

C-3854 GPS UNIT - GARMIN - DASH MOUNTED

A Garmin dash mounted GPS unit shall be installed. It has a 5" display, lane assist with junction view, displays speed limit with accurate arrival time, and spoken turn-by-turn directions.

C-4342 REAR RECEIVER - LARGE - WINCH/ROPE/TRAILER

The rear of the chassis shall be equipped with one (1) square steel tube receiver assembly for high or low angle rescue, trailer use, and winch applications.

The rear receiver assembly shall be equipped with two (2) heavy duty rear tow loops, one (1) each side.

THIS OPTION IS ONLY COMPATIBLE WITH CHASSIS F650 AND LARGER

C-3530 TRAILER PLUG

Wiring shall be provided at the rear of the apparatus for the towing of an auxiliary trailer. A 12 volt seven (7) pin electrical connector shall be wired to the chassis stop, running, and turn lights.

C-3998 CUSTOM RESCUE SIDE ALUMINUM BODY

The body will be a custom fabricated severe service rescue-side type, constructed of all aluminum. The body shall be 168" long by 100" wide, designed for a 115" cab to axle dimension. The body shall be specifically designed and engineered for off-road wildland firefighting.

FLAT-BED SUB-STRUCTURE

The body shall have 8" structural aluminum channel main frame rails. The body frame rails shall be isolated from the truck frame by .500"

industrial isolators.

FLAT-BED CROSS-MEMBER SUB-STRUCTURE

The cross-members shall be 3" structural aluminum I beams with cross-members on 12" centers.

FLAT-BED MOUNTING

The body shall be bolted to the chassis frame rails at the rear end of the frame. There shall be brackets installed at the middle of the body frame to prevent side to side movement. The body shall be spring mounted at the front of the body frame. The flexible mounting system shall allow for body/chassis flexing during extreme off road conditions.

SQUARE CORNERS

The front corners of the body shall be square.

HEADACHE RACK

The front of the body shall have a 2" formed aluminum tube headache rack. The rack shall extend the full width of the body and be attached to the front body corners. The assembly shall extend above the chassis cab and have mounting platform for installation of the light bar and other lights. Wiring for the lights will be placed inside the tubing for protection. The headache rack shall have four (4) vertical 2" tubes for extra strength.

FENDER PANELS

The lower portion of the flat-bed body shall have fender panels over and aft of the rear wheel panel area. The panels shall be constructed of aluminum tread plate. The wheel well openings will be cut out to conform to the wheels.

REAR BODY PANEL

A vertical body panel shall be installed at the rear of the body constructed of smooth aluminum. The panel shall house the running lights, taillights, back-up lights, and emergency lights. The body panel shall be angled to allow for a 30 degree angle of departure.

PROTECTIVE RAILS

The upper body area shall be protected with radius corner 1" diameter aluminum tube railing assembly installed around the top of the body. The corners of the body shall have vertical risers space in critical areas. The railings shall act as protection for the upper body structures when off road in heavy brush conditions. The rear upper body corner rails shall house the upper emergency lights and work lights.

SIDE BODY COMPARTMENTS, FRONT BODY -- DRIVER AND PASSENGER'S SIDES

Two (2) body equipment storage compartments shall be installed at the front of the body just behind the headache rack, one each side of the apparatus. The dimensions shall be approximately: 30" wide, 44" high, and 24" deep. The compartments shall be constructed of aluminum on all exterior surfaces. Each compartment shall be equipped with a vertically hinged door with a single latch installed. The doors shall be equipped with gas operated door opening assistant cylinders.

Each vertical compartment shall have one (1) fixed shelf.

The compartments shall be equipped with:

- key type door locks.
- gas operated door opening assistant cylinders.
- a white LED strip light that is automatically controlled by a door activated switch.
- a louvered vent

Compartment Matting shall be installed in the compartment. It shall be black in color and lock together design.

The actual door openings shall be approximately 3" smaller in dimension.

C-4131 DA FINISH BODY AND COMPARTMENTS/TRAYS

The exterior surface of all body skins, compartments, and trays shall all be smooth DA aluminum finish. The surface shall be prepped, cleaned, and sanded in a small swirl finish.

ALL STEPPING SURFACES SHALL BE KNURLED TREAD PLATE WITH NO PAINT OR POWDER COATING.

C-3575 FRONT BODY TRANSVERSE COMPARTMENT, UPPER

A transverse compartment 96" long x 18" wide x 30" high (exterior dimensions) will be installed in front of the water tank, on the body floor, between the vertical compartments. The compartment floor shall be lined with ventilated vinyl floor liner.

C-4300 DRIVERS SIDE UPPER BODY COMPARTMENT

A body equipment storage compartment shall be installed on the flatbed surface, driver's side of the apparatus. The exterior dimensions shall be approximately 72" wide, 30" high, and 18" deep. The compartment shall be constructed of aluminum on all exterior surfaces.

The compartment shall be equipped with:

- two lift up doors with latches installed
- key type door locks.
- dual gas operated door opening assistant cylinders on each door.
- a white LED strip light that is automatically controlled by a door activated switch.
- a louvered vent

Compartment Matting shall be installed in the compartment. It shall be black in color and lock together design.

The actual door opening shall be approximately 3" smaller in dimension.

C-4301 PASSENGERS SIDE UPPER BODY COMPARTMENT 72"

A body equipment storage compartment shall be installed on the flatbed surface, passenger's side of the apparatus. The exterior dimensions shall be approximately 72" wide, 30" high, and 18" deep. The compartment shall be constructed of aluminum on all exterior surfaces.

The compartment shall be equipped with:

- two lift up doors with latches installed
- key type door locks.
- dual gas operated door opening assistant cylinders on each door.
- a white LED strip light that is automatically controlled by a door activated switch.
- a louvered vent

Compartment Matting shall be installed in the compartment. It shall be black in color and lock together design.

The actual door opening shall be approximately 3" smaller in dimension.

C-3977 UNDER BODY COMPARTMENTS -- REAR BODY, D/S AND P/S

Two (2) under flat bed equipment storage compartments shall be installed under the flatbed surface, on the passenger's and driver's side of the apparatus, behind the rear axle. The interior dimensions shall be approximately: 20" wide, 15" high, and 21" deep. The compartments shall be constructed of aluminum on all exterior surfaces. The compartments shall be equipped with a vertically hinged door with latch installed. The compartment shall have ventilated vinyl floor liner installed.

The compartments shall have a louvered vent and LED light installed.

C-4555 UNDER BODY COMPARTMENT -- REAR CENTER

An under body equipment storage compartment shall be installed under the flatbed surface located in the center rear of the apparatus. The compartment shall be between the vertical body beams, upper floor surface, and an aluminum lower floor area. The compartment shall be equipped with a hinged drop down door with dual latches installed. The floor shall be constructed of aluminum.

The exterior dimensions shall be approximately: 120" Deep

C-4180 DIVIDERS FOR HARD SUCTION, REAR CENTER UNDER BODY COMPARTMENT

Two (2) dividers shall be installed on the driver's side of the rear, center, under body compartment, for storage of 8' lengths of hard suction. The dividers shall be approximately 6" apart, 5" tall, and run the depth of the compartment.

THIS OPTION REQUIRES 6" MAIN BEAMS FOR THE BED FRAME

C-4691 SLIDE OUT TRAY, REAR CENTER UNDERBODY COMPARTMENT

The rear center compartment shall be equipped with an aluminum slide out tray on UHMW plastic slide pads and poly rollers. The tray shall be 29" wide and full length of the compartment interior. There shall be a retention latch installed on the tray.

C-4438 DRIVER SIDE HOSE TRAY

A hose storage tray shall be installed over the driver side equipment compartment, on the driver side of the apparatus. The exterior dimensions shall be approximately: 16" wide, 10" high, and 72" long. The hose tray shall be constructed entirely of aluminum on all exterior

surfaces. The assembly shall be equipped with a hinged, lift-up aluminum door on top, enclosed front panel, and open rear area. There shall be a gas shock installed on the lid of the tray to aid in opening and closing the tray in a safe manner. The hose tray shall be equipped with ventilated vinyl floor liner.

The actual door opening shall be approximately 3" smaller in dimension.

C-4453 PASSENGER SIDE TOOL TRAY

A tool storage tray shall be installed over the passenger side equipment compartment, on the passenger side of the apparatus. The exterior dimensions shall be approximately: 16" wide, 10" high, and 72" long. The tool tray shall be constructed entirely of aluminum on all exterior surfaces. The assembly shall be equipped with a hinged, lift-up aluminum door on top, with an enclosed front panel and rear panel. There shall be a set of gas shocks installed on the lid of the tray to aid in opening and closing the tray in a safe manner. The tool tray shall be equipped with ventilated vinyl floor liner.

The actual door opening shall be approximately 3" smaller in dimension.

***NOTE: TRAY LID IS NOT TO BE CONSIDERED A WALKING SURFACE**

C-3615 REAR FOLD DOWN STEP

One1 lighted 8" square folding step of die cast zinc shall be installed. The step shall comply with NFPA non-slip standards and shall be installed on the rear of the body. The step shall be equipped with lighting to NFPA standard.

C-3614 REAR PULL OUT STEP

There shall be a rear "Pull-Out-Fold-Down" step located at the rear of the apparatus, step shall be stowed in a pocket under the rear of the unit. Storage pocket shall be fabricated to allow easy access to deploying for operation.

C-3957 WATER TANK SPECIFICATIONS

The water tank shall have a capacity of 1000 gallons.

The water tank shall be constructed of black polypropylene, poly-welded and tested inside and out. The tank manufacturer shall define

the floor, top, sides, ends, and baffles material thickness. The tank shall carry a lifetime warranty.

The transverse and longitudinal swash partitions shall be interlocked and welded to each other as well as to the walls of the tank. The partitions shall be designed and equipped with vent holes to permit air and liquid movement between compartments. The tank covers shall be welded on top and bottom, and the transverse partitions, providing rigidity during fast fill operations. Drilled and tapped holes for lifting eyes shall be provided in the top area of the water tank.

The water tank manufacturer shall certify the capacity of the water tank prior to delivery of the apparatus. This capacity shall be recorded on the manufacturer's data plate.

The water tank shall be rectangular in shape and engineered for a low center of gravity.

The water tank construction shall conform to applicable NFPA standards.

A 2" drain plug shall be installed in the bottom of the water tank, sump, or plumbing for water tank draining and flush-out of debris.

The fill tower shall incorporate a vent and overflow system designed into the water tank. The system shall include a 6" diameter pipe that functions both as an air vent while emptying the tank and as an overflow when filling the tank. The overflow shall discharge excess water below the frame rails of the vehicle.

The tank fill tower shall be located in the driver's side rear corner of the water tank.

The water tank shall be equipped with translucent water level sight gauge in the rear wall of the tank.

C-3660 WATER TANK GAUGE

One (1) Class 1 "Intelli-Tank" water tank level gauge shall be installed on pump panel. The tank level gauge shall indicate the liquid level on an easy to read LED display and show increments of 1/8 tank. A pressure transducer shall be mounted on the outside of the tank in an easily accessible area.

Cab Mounted -

One (1) Class 1 "Intelli-Tank" mini water tank level gauge shall be installed in the cab or center console. The tank level gauge shall indicate the liquid level on an easy to read LED display and show increments of 1/4 tank.

C-4038 FIRE PUMP SPECIFICATIONS

Darley model number 2-1/2AGE 24 K diesel powered, centrifugal portable pump shall be provided. The medium pressure, medium volume pump, gear driven, engine mounted shall meet the following performance requirements:

275 gpm (1041 L/M) @ 75 psi (5.2 bar)

150 gpm (568 L/M) @ 135 psi (9.3 bar)

50 gpm (189 L/M) @ 180 psi (12.4 bar)

Pump Design

Pump casing shall be of anodized aluminum and vertically split, with a minimum tensile strength of 33,900 PSI - bronze-fitted. Pump ratio to be selected by the manufacturer's Engineering Department. Seal rings shall be renewable, double labyrinth, wrap around bronze type. Bearings are to be heavy duty, deep groove, radial-type ball bearings, oversized for long life. Bearings to be protected at all openings from road dirt and water splash with oil seals and water slingers.

The fire pump shall have a master drain at the bottom of the water pump housing.

Mechanical Seal

The pump shall be furnished with a Darley maintenance free mechanical seal. The mechanical seal shall be a non-contacting, non-wearing seal design. Seal shall be a Silicon Carbide Mechanical seals with welded springs. The stationary face of mechanical seals shall be made from Silicon Carbide, and be extremely hard and of a heat dissipative material, which resists wear and dry running damage much better than conventional Ni-resist and Tungsten Carbide materials

Pump Shaft

Pump drive shaft shall be precision ground, heat treated alloy steel, with a 1-3/8 spline. Gears shall be helical design, and shall be

precision ground for quiet operation and extended life. The pump shaft shall be splined to receive broached impeller hubs, for greater resistance to wear, torsional vibration, and torque imposed by engine, as well as ease of maintenance and repair. Pump shaft to be precision-ground 416 stainless steel.

Impeller

The impeller shall be a high strength bronze alloy, splined to the pump shaft for precision fit, durability, and ease of maintenance.

Impeller shaft oil seals shall be constructed to be free from steel components except for the internal lip spring. The impeller shaft oil seals shall carry a lifetime warranty against damage from corrosion from water and other fire-fighting fluids.

Pump Transmission

The transmission case shall be cast iron aluminum with adequate oil reserve capacity to maintain low operating temperature. Pump ratio to be selected by the manufacturer's engineering department. Gears shall be helical in design and precision ground for quiet operation and extended life. Gears to be cut from high strength alloy steel and heat treated. Gear face to be minimum of 1-1/2". Chain drive and/or design requiring extra lubricating pump is not acceptable.

The pump unit shall be supplied with a control panel for remote mounting, panel light, hour meter / tachometer, pressure gauge, on/off ignition switch, and a low oil pressure light, engine choke, engine throttle as well as a loss of water/oil pressure shut down.

Dimensions & Weight

36"L x 22"W x 26"H, 376lbs (170kg)

Suction 2.5" NPTF

Discharge (2) 1.5" NPTF or (1) 2.5" NPTF

Documentation

Pump Warranty/Guarantee to be included with each proposal. Pump warranty shall be for three (3) years. Additional details about the warranty can be found in the Skeeter user's manual of this vehicle.

Engine

Kubota D 902 Diesel: 24 HP, liquid cooled, 12 volt starter, 40 amp alternator, replaceable fuel and oil pump filters.

There shall be an electric oil less primer assembly installed for the auxiliary fire pump. The electric primer assembly shall be capable of taking suction and discharging water with a lift of 10 feet in not more than 30 seconds with the pump dry, through 20 feet of suction hose of appropriate size. A vacuum test with a capped suction of at least 20' long shall develop 22" of vacuum and hold a vacuum with a drop not in excess of 10" in 5 minutes. Priming pump shall be activated by a mechanical/electric valve with a single pull control located at the pump operator's panel area.

The auxiliary fire pump and engine assembly shall have a muffler and vertical exhaust pipe. The exhaust pipe shall be directed upward and away from the pump operator. A rain cap will be installed on the vertical exhaust outlet.

The fire pump engine shall have an oil drain line installed. It shall allow for easy oil draining.

The auxiliary fire pump shall be installed at the rear of the body. The sub-structure shall have welded in mounting sub-plates between the structural members.

C-3689 AUXILIARY FIRE PUMP MOUNTING PROVISIONS

The auxiliary fire pump shall be installed at the passenger's side rear of the body. The sub-structure shall have welded in mounting sub-plates between the structural members.

C-3700 FIRE PUMP ENCLOSURE

The fire pump house shall be installed around the pump and engine. The enclosure shall be fabricated of aluminum. Hinged doors and access panels shall be installed for servicing of the engine.

If so equipped, the engine and pump control panel shall be provided at the rear of the vehicle. The following shall be located at the operator's

position:

2.5" discharge pressure gauge
start/stop control
throttle control
low oil pressure warning light
tachometer (if so equipped)

The pump enclosure shall be mounted at the rear of the body.

C-4408 FUEL SYSTEM FROM CHASSIS FUEL TANK - DIESEL

The fuel system for the auxiliary fire pump shall be plumbed from the chassis fuel system. There shall be a separate fuel pickup tube mounted in the chassis fuel tank specifically for a separate engine driven pump assembly.

There shall be an electric fuel pump with spin on fuel filter and flexible fuel hose furnished between the chassis fuel tank and the auxiliary pump.

C-4163 PUMP CONTROL PANEL

An engine and pump control panel shall be provided at the rear of the vehicle. The following shall be located in the pump panel:

2.5" discharge pressure gauge
start/stop control
throttle control
low oil pressure warning light

The pump control panel shall be installed in the pump dog house enclosure, rear passenger's side of the body.

C-5156 NO WALKWAY PUMP CONTROLS

NO -- Walkway Pump Controls

C-3706 STAINLESS STEEL PLUMBING SYSTEM

The auxiliary fire pump plumbing system shall be built mostly of stainless steel piping, fittings, and connections. Victaulic couplings shall be installed to permit flexing of the plumbing system and allow for quick removal of piping or valves for service. Tank connections and remote plumbing shall use high-pressure flexible piping. Flexible hose couplings shall be threaded stainless steel or Victaulic connections.

This shall include valves and hose threads.

C-4733 STAINLESS STEEL VALVES

All valves used in the plumbing installation shall be stainless steel quarter turn full flow type.

The plumbing installation shall include quarter turn ball valves with local "on-valve" handle control, with custom embossed labeling for each valve.

C-3897 HOSE THREADS

The hose threads shall be National Hose Standard (NH) on all base threads on the apparatus intakes and discharges, unless otherwise specified.

C-3704 2.5" PUMP INTAKE PLUMBING

The pump intake plumbing shall consist of the tank to pump line and the suction line.

The tank to pump line shall be installed with a flexible hump hose connection and stainless steel T-bolt clamps to the water tank. A 2.5" 1/4 turn ball valve shall be controlled with a manually operated handle directly on the valve.

The suction line shall be installed on the rear area to supply the fire pump from an external water supply. A 2.5" 1/4 turn ball valve shall be controlled with a manually operated handle directly on the valve. There shall be a 2.5" NH female thread connection with removable screen. There shall be a 2.5" plug attached with a cable.

C-3715 WATER TANK FILL AND COOLING LINE

One (1) 1" fire pump to water tank refill and bypass cooler line shall be provided. The pump to tank valve shall be a 1" full flow quarter turn ball valve with local control handle. A 1" flex hose shall be installed to the water tank.

C-3708 2-1/2" DISCHARGE -- REAR

One (1) 2-1/2" discharge shall be installed at the rear pump area, controlled by a quarter turn ball valve. The discharge shall have 2-1/2" NH male hose threads. The discharge shall be equipped with 2-1/2"

female x 1-1/2" chrome plated brass reducer, 1-1/2" chrome cap and cable.

C-5044 NO 3/4" DISCHARGE

NO --3/4" Discharge

C-3711 1-1/2" PRE-CONNECT DISCHARGE -- REAR HOSEBED

One (1) 1-1/2" pre-connect discharge shall be installed on the rear hose bed, controlled by a quarter turn ball valve with direct local control handle in pump area. The discharge shall have 1-1/2" NH male hose threads.

The valve shall be on the manifold, with a chrome swivel feed line mounted to the rear of the tray.

C-3817 MID BODY WHIP LINES

A 1.5" discharge shall be piped from the rear pump area to the front on the body. A 1.5" master control valve shall be installed at the rear pump manifold area with direct control handle. Two (2) 1" valves with swivels shall be installed at the front of the water tank.

Two (2) 1" x 12 feet long 300# working pressure hose whips with threaded couplings shall be installed at front of body, one each side, with securement devices.

C-4016 HOSE REEL

One (1) Hannay aluminum hose reel shall be installed. The reel shall have leak proof ball bearing swing joint, adjustable friction brake, electric 12 volt rewind and manual crank rewind provisions.

The reel shall be mounted above the water pump and plumbing, center of the rear flat-bed body. There shall be a custom aluminum platform to support it.

One (1) 1" discharge shall be piped from the fire pump to each hose reel with flexible high pressure hose. The quarter turn ball valve shall be on manifold.

The hose reel shall be provided with a Hannay top mounted stainless steel roller assembly.

C-3737 HOSE REEL ROLLER

Each hose reel shall be provided with a Hannay top mounted stainless steel roller assembly.

C-3726 REEL CAPACITY

Each hose reel shall have a capacity of 150 feet of 1" hose.

C-3735 HOSE REEL HOSE

One (1) 150' foot length of 3/4" water hose shall be installed on the hose reel. The hose shall be equipped with chrome plated pin lug couplings and have an 800 PSI working pressure.

C-3714 GROUND SWEEP DISCHARGES -- FRONT BUMPER

Two (2) ground sweep discharge nozzles shall be installed, one each side of the front bumper. Each nozzle shall have a 1" electric control valve, switched independently in the cab. The discharges shall be equipped with removable ground sweep nozzles angled accordingly with a 180 degree total front sweep pattern. The flow rate shall be 15-30 gpm.

Each nozzle shall have a custom fabricated brush guard installed to protect from damage when off road. The valves and manifold shall be protected from damage by the front bumper and skid plate.

One (1) 1.5" front bumper ground sweep discharge shall be piped to the front bumper area. The discharge shall be controlled by a 1.5" manual override valve at the rear pump area. Flexible 1.5" diameter high pressure hose shall be provided from the pump to the sweep nozzles with low point drains where necessary.

C-3713 FRONT BUMPER MONITOR

One (1) Akron 3462 Forestry Monitor with quick disconnect (34621103, FM 2NPTX1.5NH, 12V, 125NZ, JY, QD, VLV, RED) shall be installed. The remote monitor shall be located on the front bumper of the apparatus. The monitor shall be an all-electric single waterway monitor constructed of lightweight Pyrolite, with a 2" electric valve.

The monitor shall have a fully enclosed 12-volt motor and gears with a manual override for both horizontal and vertical rotation and may be operated simultaneously. The vertical travel shall be from 45-degrees below to 90-degrees above horizontal with adjustable stops at -20 degrees and +45 degrees. The horizontal rotation shall be 320-

degrees with adjustable stops at +-90-degrees.

The logic box shall include coated, solid state components to resist water corrosion. The control joystick shall control the vertical and horizontal rotation of the monitor and the pattern of the nozzle.

The nozzle shall be 30-125 gpm adjustable.

The Akron monitor shall include a weather-tight enclosure and joystick controls mounted on the center cab console area. The joystick control shall include a valve trigger and following controls functions:

Water Valve: ON/OFF

Monitor: RIGHT/LEFT

Monitor: UP/DOWN

Pattern Control: STRAIGHT/FOG

C-4699 1.5" FRONT BUMPER DISCHARGE

One (1) 1.5" discharge shall be piped to the front bumper area, located on the driver's side area. The discharge shall be piped with flexible 1.5" hose. The outlet shall terminate with stainless steel or chrome plated brass chicksan swivel outlet with 1.5" NH male threads.

A 1.5" manually operated Akron ball valve shall be installed at the bumper area. The top of the bumper will have a cut out and the valve will have a swing handle control.

C-5705.2 FRONT BUMPER WATER SUPPLY

The bumper monitor shall include a 1.5" stainless steel valve, with a flexible supply hose installed to feed the front discharge manifold.

C-3693 CLASS A FOAM SYSTEM

A Scotty Model #4171 Class A through-the-pump foam system shall be installed to supply all discharges. The unit shall be mounted at the rear of the apparatus, within easy reach of pump operator. The unit shall be adjustable, permitting various foam ratio percentages to be educted depending on the nozzles in use. Foam selection percentages between .07 and 3% shall be available. The foam system has been designed for simplicity of operation and maintenance. The 3/4" supply line can be disconnected from the scotty foam system and used as a flush line.

There shall be 3/4" "Y" strainer installed on the tank to the foam

system.

MAXIMUM WORKING PRESSURE: 300 PSI

C-3662 FOAM TANK SPECIFICATIONS

The Class A foam tank shall have a capacity of 20 gallons.

The foam concentrate tank shall be provided with a fill pipe having a volume of not less than 2 percent of the total tank volume. The filler opening shall be capped with a sealed air-tight threaded cover. The fill opening shall be designed to incorporate a removable screen and shall be located so that foam concentrate from a five (5) gallon container can be dumped into the tank.

The foam tank filler shall be equipped with a pressure/vacuum vent that enables the tank to compensate for changes in pressure or vacuum when filling or withdrawing foam concentrate from the tank. The pressure/vacuum vent shall not allow atmospheric air to enter the foam tank except during operation or to compensate for thermal fluctuations. The vent shall be protected to prevent foam concentrate from escaping or directly contacting the vent at any time. The vent shall be of sufficient size to prevent tank damage during filling or foam withdrawal.

A color coded label or visible permanent marking that reads "CLASS A -- FOAM TANK FILL" shall be placed at or near the foam concentrate tank fill opening. An additional label shall be placed at or near any foam concentrate tank fill opening stating the type of foam concentrate the system is designed to use.

Any restrictions on the types of foam concentrate that can be used with the system shall also be stated, along with a warning message that states "WARNING: DO NOT MIX BRANDS AND TYPES OF FOAM."

A 3/4" fitting shall be provided on the foam tank for connection of the foam tank to the suction side of the foam system.

A 3/4" diameter connection, piping, and valve shall be installed for the foam tank for draining purposes.

C-3669 FOAM TANK DRAIN AND VALVE PROVISIONS

A 3/4" diameter connection, piping, and valve shall be installed for the foam tank for draining purposes. Drain shall discharge underneath the

bed.

*Not subject to valve upgrade

C-3673 FOAM TANK GAUGE

One (1) Class 1 foam tank level gauge shall be installed on pump panel. The tank level gauge shall indicate the liquid level on an easy to read LED display and show increments of 1/8 tank. A pressure transducer shall be mounted on the outside of the tank in an easily accessible area.

Cab Mounted -

One (1) Class 1 "Intelli-Tank" mini foam tank level gauge shall be installed in the cab or center console. The tank level gauge shall indicate the liquid level on an easy to read LED display and show increments of 1/4 tank.

C-4079 FIRE PUMP TEST, NFPA

The fire pump shall undergo an NFPA compliant pump test by a certified EVT.

*** NOTE: ALL TESTING SHALL BE DONE AND PERFORMANCE OBSERVED BETWEEN SEA LEVEL AND 1000' ELEVATION.

*** HIGH ALTITUDE PERFORMANCE MAY NOT REPRESENT TESTING RESULTS SHOWN.

C-3876 ELECTRONIC SIREN

Whelen Model #295SLSA6, self-contained electronic siren amplifier shall be provided. The heavy duty 100/200 watt, six (6) function siren shall have the following features: hands-free operation, public address, park kill, push to talk, and radio re-broadcast. The siren shall have the following tones: wail, yelp, piercer, and air horn.

The unit shall have solid-state over/under voltage shutdown and output short circuit protection. The siren shall have the "SI Test" self-diagnostic feature for silent speaker inspection. The siren shall have a face plate with green LED backlighting for easy control selection and visibility. The siren shall have a hard wired unidirectional microphone with a 17" extendable coil cord.

The unit shall be installed in the center console.

C-5824 SIREN CONTROLLER

There shall be a Single Unit Siren controller with 9-Switch Light Control and Standard Switching for the 295SLSA6.

C-3747 SIREN SPEAKER

One (1) Whelen Model #SA315P Projector Series siren speaker shall be provided with bracket. The 100 watt siren speaker shall be designed in a black nylon composite housing with 123 decibel rating.

Location shall be: Behind the front grille.

C-5662 LIGHTBAR

A Whelen WeCanX Legacy low profile Super-LED NFPA lightbar shall be installed. The 54" lightbar shall be designed to meet the minimum clearing requirements for Zone A Upper. The internal components of the lightbar shall be housed within a two piece extruded aluminum base/top. The outer shell shall be clear optic polycarbonate lenses designed to maximize light output and shield against environmental elements.

The lightbar shall utilize snap-in brackets to hold in the lightheads. The brackets shall give the end user the ability to make quick repairs. The lightbar shall have all solid state components. The lightbar shall have two wire harnesses exiting the unit: one (1) 17 conductor 22 gauge control cable which controls all internal light functions; and one (1) 2 conductor 10 gauge cable for main power and ground. Each cable shall be 15' long.

The lightbar shall have four (4) red Linear Super-LED corner modules to provide off angle protection for the front and rear of the vehicle. Each corner module shall consist of twelve (12) Super-LEDs mounted within a vacuum metalized parabolic reflector. The corner module shall also utilize an optic collimator for maximum light output. The twelve (12) LEDs shall be mounted in one straight line.

The lightbar shall have the V2V option integrated for potential activation.

The lightbar shall include clear "Take Down" and "Alley Lights".

The lightbar shall have an amber "Traffic Advisor" built into the rear portion of the lightbar.

C-3744 LIGHTBAR MOUNT, FRONT OF BODY, WITH GUARD

The lightbar shall be mounted on the front of the body with an aluminum brush guard protective assembly.

C-5790 WARNING LIGHTS

ZONE A -- LOWER FRONT WARNING LIGHTS

Two (2) Whelen M-6 Series, 4" x 6" warning lights with chrome flanges shall be in the front forward facing area of the front bumper. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The light head configuration shall consist of Super-LEDs and a clear optic polycarbonate lens. The light heads shall be surface mountable via two screws. The light heads shall utilize an optic collimator and a chrome vacuum metalized reflector for maximum illumination.

Color Shall be Red

ZONE B AND D -- INTERSECTION LIGHTS

Two (2) Whelen M-6 Series, 4" x 6" warning lights with chrome flanges shall be installed on bumper extension, as far forward as possible. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The light head configuration shall consist of Super-LEDs and a clear optic polycarbonate lens.

Color Shall be Red

ZONE B AND D -- LOWER SIDE REAR WARNING LIGHTS

Two (2) Whelen M-6 Series, 4" x 6" warning lights with chrome flange shall be installed in lower rearmost side body area as space permits. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The light head configuration shall consist of Super-LEDs and a clear optic polycarbonate lens.

Color Shall be Red

ZONE B AND D -- UPPER SIDE REAR WARNING LIGHTS

Two (2) Whelen M-6 Series, 4" x 6" warning lights with chrome flanges shall be installed in the upper rear body side panel. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The light head configuration shall consist of Super-LEDs and a clear optic polycarbonate lens.

Color Shall be Red

ZONE C -- UPPER REAR WARNING LIGHTS

Two (2) Whelen M-6 Series, 4" x 6" warning lights with chrome flanges shall be installed in the upper rear corner of the body. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The light head configuration shall consist of Super-LEDs and a clear optic polycarbonate lens.

Color Shall be Red

ZONE C -- LOWER REAR WARNING LIGHTS

Two (2) Whelen M-6 Series, 4" x 6" warning lights shall be installed. The warning lights shall be located one (1) each side, rear lower area of body. The warning lights shall incorporate Linear-Super LED and Smart LED technology. The light heads shall have Super-LEDs with a clear non-optic polycarbonate lens for maximum light spread.

Color Shall be Red

C-3752 FRONT BUMPER SCENE LIGHTS

A Rigid Manufacturing E series 120313 20" spot/flood light shall be installed. The LED scene lights shall incorporate clear LED's with a clear optic polycarbonate lens for maximum illumination.

Location shall be: front bumper/grille

C-3756 SCENE LIGHTS

Six (6) Rigid Manufacturing Dually 202113 scene lights shall be installed. The LED scene lights shall incorporate clear LED's with a clear optic polycarbonate lens for maximum illumination.

Location shall be: Two (2) outward facing, each side of body, two (2) rear facing.

C-3618 BODY WORK LIGHTS

Four (4) Grote #63871 LED body work lights with clear lens shall be installed, wired to switch on the Cencom. They shall have an aluminum housing, and be 800 lumens at 1.4 amps.

Location shall be: Two (2) lights will be mounted on the front of the body and Two (2) lights will be mounted on the rear of the body.

C-4070 GROUND LIGHTS - CHASSIS - LED STRIPS - 4DOOR

Four (4) LED ground strip lights shall be installed under the cab step area in compliance with NFPA standards, two (2) on each side of the apparatus, wired to the Cencom, and the chassis interior lights.

C-3616 GROUND LIGHTS - UNDER FRONT OF BODY

Two (2) LED strip ground lights shall be installed under the side step area, one on each side of the apparatus. They shall have an aluminum housing, and be 800 lumens at 1.4 amps.

C-3617 GROUND LIGHTS - UNDER REAR STEP

Two (2) led ground lights shall be installed under the rear step area, one on each side of the apparatus.

C-3764 BRAKE, TURN, TAIL LIGHTS

Two (2) Whelen M6 Series Model M6BTT 4-5/16" x 6-3/4" brake, turn, tail lights with M6FC chrome flanges shall be provided. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The lighthouse configuration shall consist of 18 red Super-LEDs and a clear optic polycarbonate lens. The lighthouses shall be surface mountable via two screws.

The lighthouses shall utilize an optic collimator and a chrome vacuum metalized reflector for maximum illumination. The lighthouse shall include 164 flash patterns including: a variety of CA Title 13 compliant, sinkable, left/right, top/bottom, in/out, and steady burn. The lighthouses shall have the Whelen exclusive NERM (Non-Emergency Recognition Mode) feature.

The lens/reflector assembly shall be wet sealed and resistant to: water, moisture, dust, and other environmental conditions. The outer lens shall have a hard coating applied to increase strength and ensure longevity. The light engine shall be installed at the rear of the unit and be completely sealed. The pc board shall be conformal coated for additional protection.

The lights shall be furnished with five 6" wire pigtails, a Santoprene rubber gasket and the #M6FC chrome flanges shall be included for installation.

C-3765 BACK-UP LIGHTS

Two (2) Whelen M-Series, 4" x 6" rear LED back-up lights shall be installed.

C-3526 NO -- BATTERY CHARGER

NO -- Battery Charger

C-3598 DOOR AJAR LIGHT

A "door ajar" warning light shall be installed on the center console. The light shall be flashing red LED light with a clear lens.

The door ajar light shall be activated by door ajar switches installed on every compartment door.

C-5561 FRONT CHEVRON STRIPING

There shall be alternating chevron striping installed across the front bumper where permitted. The chevron striping shall consist of 6" Scotchlite in the following colors:

Colors to be determined at preconstruction meeting.

C-5562 REAR CHEVRON STRIPING

There shall be alternating chevron striping installed on the rear vertical body panel. The chevron striping shall consist of 6" Scotchlite in the following colors:

Colors to be determined at preconstruction meeting.

C-3769 CUSTOM DOOR GRAPHICS

The apparatus shall be provided with FOUR (4) custom designed sign gold graphics, emblems, or seals. The installation shall be designed primarily with letters and numbers as specified. The purchaser shall approve of the design graphics prior to installation.

C-3766 CAB REFLECTIVE LETTERING

The cab lettering shall be Scotchlite reflective material, shaded in black. A quantity of up to fifty (50) three inch (3") letters shall be installed as directed by Fire Department.

****SKEETER BRUSH TRUCKS DOES NOT ORDER OR PROVIDE SIGN GOLD LETTERING OR LOGOS****

C-3771 CAB AND BODY STRIPING

The cab and body shall have a straight Scotchlite reflective stripe applied horizontally. The stripe shall be a 4" minimum in width and be applied horizontally around the cab and body in accordance with NFPA standards. The purchaser shall specify the color and location of the stripe.

C-3525 BATTERY SWITCH - MASTER DISCONNECT

A rotary type master disconnect switch shall be provided in the cab within easy reach of the driver. The switch shall have a switch plate with Off/On label.

There shall be a GREEN indicator light in the center console indicating the power is "ON".

C-3759 ELECTRICAL ENCLOSURE

An electric enclosure for the 12 volt wiring shall be installed in the the apparatus. It shall have a removable panel or door to be able to access the components inside for maintenance purposes. It will be mounted in a location predetermined by the factory, accessible to the end user. Size shall be pre-determined by the factory.

C-3758 BACK-UP ALARM

One (1) back up alarm shall be installed.

C-3763 LICENSE PLATE MOUNTING

There shall be mounting provisions for the front and rear license plates.

An LED license plate light shall be installed on the rear vertical wall of the body for the rear license plate.

C-3762 DOT IDENTIFICATION LIGHTS

All LED identification lights shall be installed on the vehicle as required by applicable highway regulations.

C-4429 REAR MUD FLAPS

The chassis shall be supplied with mud flaps with the manufacturer's logo. The mud flaps shall be installed behind the rear wheels.

C-3570 SKEETER EMBLEMS

Three (3) Skeeter emblems will be affixed to the cab and body.

C-4022 DRAWINGS

There shall be design drawings submitted to the customer prior to the pre-construct conference. The CAD drawings shall include all sides of the apparatus. The customer shall agree to the drawings reflecting the correct apparatus design and layout prior to construction.

C-3760 ELECTRICAL HARNESS & WIRING

The following describes the low voltage electrical system on the apparatus including all panels, electrical components, switches and relays, wiring harnesses and other electrical components. The apparatus manufacturer shall conform to the latest Federal DOT standards, current automotive electrical system standards and the applicable requirements of the NFPA.

Wiring shall be stranded copper or copper alloy conductors of a gauge rated to carry 125 percent of the maximum current for which the circuit is protected. Voltage drops shall not exceed 10 percent in all wiring from the power source to the using device. The wiring, wiring harness and insulation shall be in conformance to applicable SAE and NFPA standards. The wiring harness shall conform to SAE J-1128 with GXL temperature properties. Exposed wiring shall be run in a loom with a minimum 289 degree Fahrenheit rating. Wiring looms shall be properly supported and attached to body members. Electrical conductors shall be constructed in accordance with applicable SAE standards, except when good engineering practice requires special construction.

All wiring connections and terminations shall provide positive mechanical and electrical connections and be installed in accordance with the device manufacturer's instructions. When wiring passes through metal panels, electrical connections shall be secured with mechanical type fasteners and rubber grommets

Wiring between cab and body shall be split using connectors or enclosed in a terminal junction panel allowing body removal with minimal impact on the apparatus electrical system. Connections shall be crimp-type with heat shrink tubing with insulated shanks to resist moisture and foreign debris such as grease and road grime. Weather resistant connectors shall be provided throughout the system.

Electrical junction or terminal boxes shall be weather resistant and located away from water spray conditions. When required, automatic reset breakers and relays shall be housed in the main body junction panel.

There shall be no exposed electrical cabling, harnesses, or terminal connections located in compartments, unless enclosed in an electrical junction box or covered with a removable electrical panel. Wiring shall be secured in place and protected against heat, liquid contaminants and damage.

Low voltage overcurrent protective devices shall be provided for the electrical circuits. The devices shall be accessible and located in required terminal connection locations or weather resistant enclosures. Overcurrent protection devices shall be automatic reset type suitable for electrical equipment and meet SAE standards. All electrical equipment, switches, relays, terminals, and connectors shall have a direct current rating of 125 percent of maximum current for which the circuit is protected. Electro-magnetic interference suppression shall be provided in the system as required in applicable SAE standards.

The electrical system shall include the following:

Electrical terminals in weather exposed areas shall have a non-conductive grease or spray applied. All terminal plugs located outside of the cab or body shall be treated with a corrosion preventative compound.

All electrical wiring shall be placed in a protective loom or be harnessed.

Exposed connections shall be protected by heat shrink material and sealed connectors.

Large fender washers shall be used when fastening equipment to the underside of the cab roof and all holes made in the roof shall be caulked with silicone.

Electrical components installed in exposed areas shall be mounted in a manner that will not allow moisture to accumulate inside.

A coil of wire must be provided behind an electrical appliance to allow them to be pulled away from mounting area for inspection and service work.

All lights in a weather exposed area that have their sockets shall have corrosion preventative compound added to the socket terminal area.

All wiring shall be hidden, enclosed, or protected under the body in protective material, or within the apparatus body components. In

addition, split loom conduits shall be installed and enclosed, suitably secured and protected against heat and physical damage.

C-3780 CAPACITIES PLACARD

The apparatus shall have a reflective placard that provides the following information:

Water Tank Capacity
Pump Capacities
NWCG Typing
Skeeter Contact Information

C-3474 CHASSIS PREPARATION

The chassis cab shall be "prepped" for fire apparatus production as follows:

- a) Wash and clean chassis
- b) Weight chassis for NFPA reports
- c) Quality control check in.
- d.) Fuel

C-3630 FINAL ASSEMBLY AND APPARATUS FINISHING PREP SPECIFICATIONS

The apparatus shall be assembled in a high quality and controlled environment. The fit, form, and finish of the body shall be to the highest level fire apparatus manufacturing standards. Upon completion, the apparatus shall be ready for final inspection and road testing as required herein.

C-3795 FIRE PUMP OPERATIONS TEST

The fire pump shall have an operational pump test performed by a Skeeter Emergency Vehicles technician with a run time of one (1) hour to confirm proper operations of all pump related components.

*** NOTE: ALL TESTING SHALL BE DONE AND PERFORMANCE OBSERVED BETWEEN SEA LEVEL AND 1000' ELEVATION.

*** HIGH ALTITUDE PERFORMANCE MAY NOT REPRESENT TESTING RESULTS SHOWN.

C-3796 ELECTRICAL LOAD ANALYSIS

A 12 volt electrical load analysis shall be performed in order to test response and stationary modes of electrical amp load.

C-3799 ROAD TEST

A road test will be conducted with the apparatus fully loaded and a continuous run of no less than ten (10) miles. During that time the apparatus will show no loss of power nor will it overheat. The transmission drive shaft or shafts and the axles will run quietly and be free of abnormal vibration or noise.

C-5863 SKEETER PARTS DISCLAIMER

Parts listed within the preceding options are subject to replacement due to discontinuation, obsolescence, or unavailability. Any replacement parts provided will be equivalent in functionality to the original parts. While every effort will be made to use parts from the same manufacturer, if a change in manufacturer is necessary or if an equivalent part becomes unavailable, the end user will be contacted prior to any substitution.

C-3800 APPARATUS WARRANTY SKEETER MANUFACTURED ITEMS

A five (5) year parts and labor warranty on items manufactured by Skeeter Emergency Vehicles and a ten (10) year warranty on the structural integrity of the body. For warranty issues please contact your local dealer or Skeeter Emergency Vehicle service center and request warranty from the service advisor at that location.

C-4523 BASIC APPARATUS LABELING

Per NFPA a permanent label shall be mounted in the cab showing the following information:

A permanent label in the driving compartment shall specify the quantity and type of the following fluids used in the vehicle and tire information:

1. (1)
Engine oil
2. (2)
Engine coolant
3. (3)
Chassis transmission fluid
4. (4)
Pump transmission lubrication fluid
5. (5)
Pump priming system fluid, if applicable

6. (6)
Drive axle(s) lubrication fluid
7. (7)
Air-conditioning refrigerant
8. (8)
Air-conditioning lubrication oil
9. (9)
Power steering fluid
10. (10)
Cab tilt mechanism fluid
11. (11)
Transfer case fluid
12. (12)
Equipment rack fluid
13. (13)
CAFS air compressor system lubricant
14. (14)
Generator system lubricant
15. (15)*
Front tire cold pressure
16. (16)*
Rear tire cold pressure
17. (17)
Maximum tire speed ratings

There shall be a label identifying the number of seat belted locations on the unit.

A final stage manufacturer shall install "hearing loss" potential warning labels on the vehicle in any areas or fixed equipment that produces excessive noise levels. (exhaust outlet, sirens and air horns shall not be required for such equipment.)

A warning label stating: "NO RIDING ON REAR OF APPARATUS" shall be installed on rear of the apparatus. The label shall be applied to the vehicle at the rear step area. The label shall warn personnel that riding in or on these areas, while the vehicle is in motion, is prohibited.

The below listed labels shall be installed on/in the apparatus. All label shall comply with NFPA 1906, 2016 Edition standards on location and design set in each standard.

- (1) NFPA 1906: 12.2.3.3 - Fluid Data Label
- (2) NFPA 1906: 14.1.3.7 - Safety Sign FAMA07, Seat Belt Use

(3) NFPA 1906: 14.1.7.5 - Safety Sign FAMA43, No Helmets Vehicle in Motion

(4) NFPA 1906: 16.13.1.3.1 - Pump Test Label

The following shall be installed or provided on the apparatus in accordance with NFPA 1906:

One (1) placard indicating fluid type and capacity shall be installed on the apparatus

One (1) Label indicating height and weight of the apparatus shall be installed in a location visible to the driver.

One (1) Safety Sign, FAMA 06, which warns of the need to use a seatbelt while the vehicle is in motion.

One (1) Safety Sign, FAMA 10, which warns of the need secure all loose items in the cab while the vehicle is in motion.

One (1) Safety Sign, FAMA 24, which warns against riding on the vehicle while it is in motion.

One (1) Safety sign, FAMA 23, which warns of the proper climbing method, shall be visible to personnel entering the cab and at each designated climbing location on the body.

One (1) Safety sign, FAMA 25, which warns of the need for training prior to operating the apparatus, shall be located on the pump operator's panel.

One (1) Safety Sign, FAMA 43, warning not to wear helmets while vehicle is in motion shall be visible from each seat.

One (1) Indicator installed in the cab of the apparatus that when illuminated will indicate "Pump Engaged" and "OK to Pump" if the apparatus is designed to pump and roll the indicator shall be labeled "OK" to Pump and Roll"

C-3785 PRE-CONSTRUCTION CONFERENCE, FACTORY

A pre-construction conference shall be held at Skeeter Emergency Vehicles manufacturing facility in Hillsboro, Texas. The purpose of the conference is to review and clarify aspects of apparatus components and construction. It shall be attended by representatives of the purchasing department, the apparatus dealer, and Skeeter Emergency Vehicles.

The transportation to this meeting shall be the responsibility of purchaser.

C-4269 FINAL INSPECTION, MANUFACTURING PLANT

Representatives from the purchaser and the dealer shall be present at Skeeter's manufacturing facility in Hillsboro, Tx for the final inspection of the apparatus. A factory representative will assist the purchaser with review of the specifications to confirm they match the apparatus.

Cost of transportation to and from the facility shall be the responsibility of the purchaser.

*** NOTE, UNLESS PRIOR APPROVAL BY SKEETER BRUSH TRUCKS, FINAL INSPECTION AT THE PLANT IS MANDATORY ***

C-3790 DEMONSTRATION AND FAMILIARIZATION OF APPARATUS

The bidder shall demonstrate and familiarize the purchaser regarding the vehicle's operation. This shall include operation of chassis, major components, review of delivery information and documentation. This demonstration shall be completed at the manufacturing facility.

C-3792 DELIVERY REQUIREMENTS

The apparatus shall be picked up at the manufacturer's plant by the purchaser.

*It is the purchaser's responsibility to transport all loose equipment not physically mounted to the apparatus

C-3787 TERMS OF PAYMENT AND PREPAYMENT PROVISIONS

Terms of payment for the specified vehicle shall be only cash or equivalent on delivery and acceptance for the unit. No bid will be considered which requires the purchaser to deposit with the bidder a down payment, prepayment of chassis, or any other such consideration as a condition of the bid. Such a requirement shall be grounds for immediate rejection of the bid.



201 Cercon Dr.
Hillsboro, Tx, 76645
Office: 888-228-9335
Fax: 210-662-2930

Ten-8 Fire & Safety is the sole source dealer for Skeeter Brush trucks in Florida and Georgia. Ten-8's main business address is 2904 59th Ave. Dr. E., Bradenton, FL, 34203, 877-989-7660.

Skeeter Brush Trucks suspension systems are specifically designed for the Class 4 and 5 Trucks we install them on. They are 6" four link systems, with coil over shocks, designed specifically for our weights, GVW's and end usage. They are not pick-up truck lifts that are not designed for heavy commercial use. Skeeter is the only manufacturer to manufacture/use suspension systems specifically designed and engineered for recertification of the chassis for off-road use.

Skeeter designs suspensions and chassis modifications to re-certify OEM chassis for an 80% off-road duty cycle (as opposed to less than 20% on a stock truck). Skeeter is the only manufacturer to re-rate the chassis for off-road service.

Skeeter designs bodies for a 20-year front line service life, and a 10-year additional remount life (30-year design expectancy). Skeeter is the only manufacturer to rate their bodies for two mounting cycles, as well as a 30-year life expectancy.

All Skeeter bodies our all aluminum custom built bodies (which is our entire product line) are Tig welded (aerospace quality). They are fully engineered by our resident engineer(s). They are specifically designed for off-road use fighting fire while carrying water. Skeeter is the only manufacturer to construct their bodies entirely from the TIG welding process.

Skeeter builds all our consoles in house from poly or aluminum to the customer's requirements.

Skeeter builds all our plumbing and manifolds in house from Tig welded stainless steel to the customer's requirements.

Skeeter builds all our wiring harnesses as stand-alone systems (not reliant on the chassis harness). They are built to OEM and SAE standards.

Skeeter has a 5-year unlimited mileage warranty on any item we manufacture or directly modify (plumbing, suspension, electrical, etc). This is exceeded by our ten-year specific body warranty. Individual components are warranties vary by manufacturer. Skeeter is the only manufacturer to offer a 5-year warranty.

Thank you,

Bill Davidson,
Vice President, Sales

201 Cercon Dr.
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Specification for:
NWCG Type 6
C-3452 (Ford F350 - 4x4 - Diesel - 2 Door - 60" CA)

Submitted To:
TBD
Florida Sheriffs Association Cooperative Purchase Program
2617 Mahan Drive Tallahassee, FL 32308

Specification 2297
02/26/2025

Prepared by:
Tim Learned
Ten-8 Fire Equipment



C-3452 FORD F350 - 4X4 - DIESEL - 2 DOOR - 60" CA

One (1) FORD F350 two axle drive 4x4, dual rear wheels (DRW),
Regular Cab, XL, chassis

Measurements / Capacities:

Cab to Axle: 60 inch (Unless superseded below in options)

Fuel tank size: 40 US Gallon

Wheelbase: 145 inches

D.E.F Tank Size: 7.4 US Gallon

Weight Ratings:

GVWR: 14,000 LBS

Front GAWR: 5,990 LBS

Rear GAWR: 10,040 LBS

Engine:

Powerstroke 6.7L Diesel V8 OHV

Intercooled Turbo

330 HP at 2,600 RPM

825 ft. lbs. of torque at 2,000 RPM

Transmission:

TorquShift 10 speed automatic transmission with overdrive.

PTO Provision

Axles:

Front: Mono-beam non-independent suspension with anti-roll bar

Rear: Dana M300 rigid axle leaf spring suspension.

Differential Gears: 4.10 Gears, Limited slip Rear Differential

Electrical Shift on the fly transfer case

Wheels:

Factory Tires: 245/75SR17 EBSW A/T, Radial all weather / off road tread

Front Wheels: two (2) 17" steel disc, ten (10)-hole pattern steel disc wheels, GRAY

Rear Wheels: four (4) 17" steel disc, ten (10)-hole pattern steel disc wheels, GRAY

Cab Controls:

Controls for heat, defroster, and air conditioning
Power Door Locks
Power Windows
Power Mirrors
Manual tilt steering wheel

Electrical Systems:

One (1) alternator 240 amp, 12-volt
Two (2) 12-volt, 750 CCA, 78-amp hour batteries
AM/FM Stereo with MP3 Player with fixed antenna
Upfitter Switches
Upfitter Interface Module
Operator controlled Manual Regeneration System
Trailer Brake Controller
Trailer harness

Safety / Security:

Air bags: Safety canopy system, first and second row overhead airbag restraint system, dual seat mounted side impact airbag restraint system
Brakes: 4-wheel ABS, disc brakes, brake assist
Driveline traction control
Factory jack and lug nut wrench set
Tow Hooks: front loops

Seats:

Seating capacity: three (3)
Vinyl Seat Covering
Front: 40-20-40 HD folding split bench seat
Manual driver lumbar support
4-way driver seat adjustment
4-way passenger seat adjustment

Miscellaneous Included Equipment:

Power Steering
Exhaust system: horizontally mounted, discharge on passenger side of chassis aft of rear wheels.
Cooling system: protected to -30 degrees
Printed Manuals: one (1) printed chassis operation manual

Colors:

Interior color: Medium Earth Gray
Exterior cab color: Race Red (Unless superseded below in options)

Black Grill

C-4136 60" CAB TO AXLE

The chassis Cab to Axle measurement shall be 60".

C-3478 CAB PAINT - SOLID - STOCK COLOR

Cab Color: OEM Original Color

Paint Warranty is covered by the specific chassis manufacturer OEM.

C-3544 CAB STEPS - FORD 2 DOOR

The cab shall be equipped with steel step assemblies, on each side of the cab, equipped with one (1) stirrup step on each side.

C-3479 NO LIFT OR LARGER TIRES

No Lift or Larger Tires/Wheels shall be installed on the apparatus.

C-3481 TIRES/WHEELS - OEM TIRES AND WHEELS

Chassis will use stock tires and wheels provided by chassis manufacturer.

C-3486 NONE - NO SPARE TIRE

No spare tire shall be supplied.

C-4171 TIRE PRESSURE INDICATOR

There shall be a set of tire pressure indicators installed on the valve stems of the wheels. The indicators shall show if the tire is at the correct pressure by showing a "Green" indicator on the valve stem. The indicator shall show "Red" when the pressure is incorrect.

C-3902 FRONT BUMPER - STOCK BUMPER

The stock chassis front bumper shall be utilized.

C-3519.2 CONSOLE, ALUM/POLY, SM TRUCK

A custom fabricated DA aluminum electrical console and enclosure shall be located between the driver's and passenger's seats. It shall house the siren, switches, cup holder, map box, equipment storage,

and auxiliary equipment. It shall have a custom poly faceplate. It shall extend fully to the dash and include arm rests.

C-3540 NONE - NO CAMERA SYSTEM

There shall be no 3rd party camera system installed on the apparatus.

C-3612 REAR RECEIVER - STANDARD - WINCH/ROPE/TRAILER

The rear of the chassis shall be equipped with one (1) square steel tube receiver assembly for trailer use and winch applications. It shall be the same size as a Class III trailer hitch and shall be attached to the chassis frame assembly. The receiver shall be rated at approximately 10,000#.

The rear receiver assembly shall be equipped with two (2) heavy duty rear tow loops, one (1) each side.

C-3944 FLAT BED BODY, ALUM, 114" X 96", 60" CA

The body will be a custom fabricated severe service flatbed type constructed of aluminum. The body shall be 114" long by 96" wide, designed for a 60" cab to axle (chassis) dimension. The body shall be specifically designed and engineered for off-road wildland firefighting.

MAIN FRAME

The body shall have 6" structural aluminum channel main frame rails. The body frame rails shall be isolated from the truck frame by .500" industrial isolators.

SUB-FRAME

The cross-members shall be 3" structural aluminum I beams with cross-members on 12" centers.

MOUNTING

The body shall be bolted to the chassis frame rails at the rear end of the frame. There shall be brackets installed at the middle of the body frame to prevent side to side movement. The body shall be spring mounted at the front of the body frame. The flexible mounting system shall allow for body/chassis flexing during extreme off road conditions.

ANGLED CORNERS

The front corners of the flat-bed body will be angled at approximately 22°.

HEADACHE RACK

The front of the body shall have a 2" formed aluminum tube headache rack. The rack shall extend the full width of the body and be attached to the front body corners. The assembly shall extend above the chassis cab and have mounting platform for installation of the light bar and other lights. Wiring for the lights will be placed inside the tubing for protection. The headache rack shall have four (4) vertical 2" tubes for extra strength.

SIDE BODY ACCESS STEP

There shall be a body access step assisting in access to top of the tool/hose trays from the side of the apparatus. It shall be a stirrup design, and be fabricated from 1" aluminum tubing. They shall be installed under the front of the body, one (1) each side.

FENDER PANELS

The lower portion of the flat-bed body shall have fender panels over and aft of the rear wheel panel area. The panels shall be constructed of aluminum. The wheel well openings will be cut out to conform to the wheels.

REAR BODY PANEL

A vertical body panel shall be installed at the rear of the body constructed of smooth aluminum. The panel shall house the running lights, taillights, back-up lights, and emergency lights. The body panel shall be angled to allow for approximately 27 degrees angle of departure.

PROTECTIVE RAILS

The upper body area shall be protected with radius corner 1" diameter aluminum tube railing assembly installed around the top of the step side flat-bed body. The corners of the body shall have vertical risers space in critical areas. The railings shall act as protection for the upper body structures when off road in heavy brush conditions. The rear upper body corner rails shall house the upper emergency lights and work lights.

C-4132 DIAMOND PLATE

The exterior surface of all body skins, compartments, and trays shall all be polished diamond plate aluminum finish.

C-3578 COMPARTMENT, D/S, LIFT-UP DOOR 48"

A body equipment storage compartment shall be installed on the flatbed surface, driver's side of the apparatus. The exterior dimensions shall be approximately 48" wide, 30" high, and 18" deep. The compartment shall be constructed of aluminum on all exterior surfaces.

The compartment shall be equipped with:

- a lift up door with latch installed
- key type door locks.
- dual gas operated door opening assistant cylinders.
- a white LED strip light that is automatically controlled by a door activated switch.
- a louvered vent

Compartment Matting shall be installed in the compartment. It shall be black in color and lock together design.

The actual door opening shall be approximately 3" smaller in dimension.

C-3582 COMPARTMENT, P/S, LIFT-UP DOOR 48"

A body equipment storage compartment shall be installed on the flatbed surface, passenger's side of the apparatus. The exterior dimensions shall be approximately 48" wide, 30" high, and 18" deep. The compartment shall be constructed of aluminum on all exterior surfaces.

The compartment shall be equipped with:

- a lift up door with latch installed
- key type door locks.
- dual gas operated door opening assistant cylinders.
- a white LED strip light that is automatically controlled by a door activated switch.
- a louvered vent

Compartment Matting shall be installed in the compartment. It shall be black in color and lock together design.

The actual door opening shall be approximately 3" smaller in dimension.

C-3592 NO -- COMPARTMENT, REAR, CENTER UNDER-BODY

NO -- Compartment, Rear, Center Under-Body

C-4670 NO-- REAR FOLD DOWN STEP

There shall be no rear fold down step installed.

C-3613 NO -- REAR PULL OUT STEP

NO -- Rear Pull Out Step

C-4344.3 DARLEY FAST ATTACK 2 OPTION 2

There shall be a Darley Fast Attack 2 Option 2 installed, meeting the following specifications:

FAST ATTACK 2 Option 2 -

Pump: Darley 2BE (multi-purpose/direct drive) 18HP Vanguard:
Electric start
exhaust primer

375 GPM @ 25 PSI
300 GPM @ 45 PSI
100 GPM @ 150 PSI

300 gallon poly water tank

Foam Cell, Built-In Foam Tank (10 Gallon)

Hose Tray to Fit 200' of 1.5" Hose with Mattydale Swivel

AR317 - FRC tank level gauge - Water
TMP WLA 260-A00 - FRC tank level gauge - Foam

Illuminated pressure gauge,

2.5" welded Stainless Steel auxiliary suction with a 2.5" adapter

2.5" tank to pump

All welded Stainless Steel manifold painted blue, including
1" tank fill - 1" pump to booster reel - 1.5" NST discharge

ADDITIONAL 1.5" discharge

Chrome caps

electric booster reel with 150' of 1" booster hose

Roller & Spool Assembly / Hose Guide

The hose shall be three (3) sections of 50' lengths

Foam, Inductor/Mixer, Darley Foam Flurry "Around the Pump" Foam Proportioner (suction side)

Skid shall be Re-enforced with aluminum for HWR Removal

C-3658 NO -- ELECTRONIC WATER GAUGE

NO -- Electronic Water Gauge

C-5026 NO AUXILIARY WATER LEVEL GAUGES

NO -- Auxiliary Water Level Gauges

C-3890 AUX FIRE PUMP MTNG, REAR CENTER, BOLTED

The auxiliary fire pump shall be installed at the center rear of the body. The sub-structure shall have welded in mounting sub-plates between the structural members.

C-4733 VALVES, S/S, QUARTER TURN

All valves used in the plumbing installation shall be stainless steel quarter turn full flow type.

The plumbing installation shall include quarter turn ball valves with local "on-valve" handle control, with custom embossed labeling for each valve.

C-3897 NH HOSE THREADS

The hose threads shall be National Hose Standard (NH) on all base threads on the apparatus intakes and discharges, unless otherwise specified.

C-3764 STOP/TAIL/TURN LIGHTS, WHELEN M6BTT/M6FC

Two (2) Whelen M6 Series Model M6BTT 4-5/16" x 6-3/4" brake, turn, tail lights with M6FC chrome flanges shall be provided. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The lighthouse configuration shall consist of 18 red Super-LEDs and a clear optic polycarbonate lens. The lighthouses shall be surface mountable via two screws.

The lighthead shall utilize an optic collimator and a chrome vacuum metalized reflector for maximum illumination. The lighthead shall include 164 flash patterns including: a variety of CA Title 13 compliant, sinkable, left/right, top/bottom, in/out, and steady burn. The lighthead shall have the Whelen exclusive NERM (Non-Emergency Recognition Mode) feature.

The lens/reflector assembly shall be wet sealed and resistant to: water, moisture, dust, and other environmental conditions. The outer lens shall have a hard coating applied to increase strength and ensure longevity. The light engine shall be installed at the rear of the unit and be completely sealed. The pc board shall be conformal coated for additional protection.

The lights shall be furnished with five 6" wire pigtails, a Santoprene rubber gasket and the #M6FC chrome flanges shall be included for installation.

C-3765 BACK UP LIGHTS, WHELEN M6 SERIES, LED,

Two (2) Whelen M-Series, 4" x 6" rear LED back-up lights shall be installed.

C-4123 SIREN, ELECTRONIC, WHELEN, CARBIDE

One (1) Whelen, Model #CCSRNT4A CenCom Carbide siren with auxiliary switches with noise canceling microphone shall be provided. Siren head will be mounted on the center console in easy reach of the driver.

C-3747 SIREN SPEAKER (1)

One (1) Whelen Model #SA315P Projector Series siren speaker shall be provided with bracket. The 100 watt siren speaker shall be designed in a black nylon composite housing with 123 decibel rating.

Location shall be: Behind the front grille.

C-5662 LIGHTBAR, WHELEN, LEGACY, WECANX

A Whelen WeCanX Legacy low profile Super-LED NFPA lightbar shall be installed. The 54" lightbar shall be designed to meet the minimum clearing requirements for Zone A Upper. The internal components of the lightbar shall be housed within a two piece extruded aluminum base/top. The outer shell shall be clear optic polycarbonate lenses designed to maximize light output and shield against environmental

elements.

The lightbar shall utilize snap-in brackets to hold in the lightheads. The brackets shall give the end user the ability to make quick repairs. The lightbar shall have all solid state components. The lightbar shall have two wire harnesses exiting the unit: one (1) 17 conductor 22 gauge control cable which controls all internal light functions; and one (1) 2 conductor 10 gauge cable for main power and ground. Each cable shall be 15' long.

The lightbar shall have four (4) red Linear Super-LED corner modules to provide off angle protection for the front and rear of the vehicle. Each corner module shall consist of twelve (12) Super-LEDs mounted within a vacuum metalized parabolic reflector. The corner module shall also utilize an optic collimator for maximum light output. The twelve (12) LEDs shall be mounted in one straight line.

The lightbar shall have the V2V option integrated for potential activation.

The lightbar shall include clear "Take Down" and "Alley Lights".

The lightbar shall have an amber "Traffic Advisor" built into the rear portion of the lightbar.

C-4563 LIGHTBAR MOUNT CAB ROOF, NO GUARD

The lightbar shall be mounted on the cab roof. The light bar shall be properly sealed and watertight.

C-4364 WARNING LIGHTS, WHELEN, IONSMR (8) LIGHT

ZONE A -- LOWER FRONT WARNING LIGHTS

Two (2) Whelen ION (IONSMR) warning lights with chrome flanges shall be in the front forward facing area of the front bumper. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The lighthouse configuration shall consist of RED 18 Super-LEDs and a clear optic polycarbonate lens. The lighthouses shall be surface mountable via two screws. The lighthouses shall utilize an optic collimator and a chrome vacuum metalized reflector for maximum illumination.

ZONE B AND D -- INTERSECTION LIGHTS

Two (2) Whelen ION (IONSMR) warning lights with chrome flanges shall be installed on bumper extension, as far forward as possible. The

warning lights shall incorporate Linear Super-LED and Smart LED technology. The lighthouse configuration shall consist of RED 18 Super-LEDs and a clear optic polycarbonate lens.

ZONE B AND D -- LOWER SIDE REAR WARNING LIGHTS

Two (2) Whelen ION (IONSMR) warning lights with chrome flange shall be installed in lower rearmost side body area as space permits. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The lighthouse configuration shall consist of RED 18 Super-LEDs and a clear optic polycarbonate lens.

ZONE C -- LOWER REAR WARNING LIGHTS

Two (2) Whelen ION (IONSMR) warning lights with chrome flanges shall be lower rear of body. The warning lights shall incorporate Linear Super-LED and Smart LED technology. The lighthouse configuration shall consist of RED 18 Super-LEDs and a clear optic polycarbonate lens.

NOTE MAY REQUIRE WAIVER DUE TO POSSIBLE NON-NFPA COMPLIANCE IN REAR UPPER ZONES

C-4158 GROUND LIGHTS - CHASSIS - LED STRIP - 2 DOOR

Two (2) LED ground strip lights shall be installed under the cab step area in compliance with NFPA standards, One (1) on each side of the apparatus, wired to the Cencom, and the chassis interior lights.

C-3526 NO -- BATTERY CHARGER

NO -- Battery Charger

C-3598 DOOR AJAR LIGHT, LED

A "door ajar" warning light shall be installed on the center console. The light shall be flashing red LED light with a clear lens.

The door ajar light shall be activated by door ajar switches installed on every compartment door.

C-3776 NO -- FRONT BUMPER CHEVRON

NO -- Front Bumper Chevron

C-3779 STRIPE, REFLECTIVE, 3M DIAMOND GRADE, REAR CHEVRON,

There shall be alternating chevron striping installed on the rear vertical body panel. The chevron striping shall consist of 6" diamond grade in the following colors:

Colors to be determined at preconstruction meeting.

C-3525 BATTERY SWITCH, MASTER DISCONNECT, CH, R

A rotary type master disconnect switch shall be provided in the cab within easy reach of the driver. The switch shall have a switch plate with Off/On label.

There shall be a GREEN indicator light in the center console indicating the power is "ON".

C-3759 FUSE BOX

An electric enclosure for the 12 volt wiring shall be installed in the the apparatus. It shall have a removable panel or door to be able to access the components inside for maintenance purposes. It will be mounted in a location predetermined by the factory, accessible to the end user. Size shall be pre-determined by the factory.

C-3758 BACK UP ALARM

One (1) back up alarm shall be installed.

C-3763 LICENSE PLATE, MOUNTING

There shall be mounting provisions for the front and rear license plates.

An LED license plate light shall be installed on the rear vertical wall of the body for the rear license plate.

C-3762 CLEARANCE LIGHTS, LED, DOT

All LED identification lights shall be installed on the vehicle as required by applicable highway regulations.

C-4429 MUD FLAPS, REAR WHEELS, SEV LOGO

The chassis shall be supplied with mud flaps with the manufacturer's logo. The mud flaps shall be installed behind the rear wheels.

C-3570 EMBLEMS, SKEETER

Three (3) Skeeter emblems will be affixed to the cab and body.

C-4022 DRAWINGS

There shall be design drawings submitted to the customer prior to the pre-construct conference. The CAD drawings shall include all sides of the apparatus. The customer shall agree to the drawings reflecting the correct apparatus design and layout prior to construction.

C-3760 ELECTRICAL HARNESS & WIRING

The following describes the low voltage electrical system on the apparatus including all panels, electrical components, switches and relays, wiring harnesses and other electrical components. The apparatus manufacturer shall conform to the latest Federal DOT standards, current automotive electrical system standards and the applicable requirements of the NFPA.

Wiring shall be stranded copper or copper alloy conductors of a gauge rated to carry 125 percent of the maximum current for which the circuit is protected. Voltage drops shall not exceed 10 percent in all wiring from the power source to the using device. The wiring, wiring harness and insulation shall be in conformance to applicable SAE and NFPA standards. The wiring harness shall conform to SAE J-1128 with GXL temperature properties. Exposed wiring shall be run in a loom with a minimum 289 degree Fahrenheit rating. Wiring looms shall be properly supported and attached to body members. Electrical conductors shall be constructed in accordance with applicable SAE standards, except when good engineering practice requires special construction.

All wiring connections and terminations shall provide positive mechanical and electrical connections and be installed in accordance with the device manufacturer's instructions. When wiring passes through metal panels, electrical connections shall be secured with mechanical type fasteners and rubber grommets

Wiring between cab and body shall be split using connectors or enclosed in a terminal junction panel allowing body removal with minimal impact on the apparatus electrical system. Connections shall be crimp-type with heat shrink tubing with insulated shanks to resist moisture and foreign debris such as grease and road grime. Weather resistant connectors shall be provided throughout the system.

Electrical junction or terminal boxes shall be weather resistant and

located away from water spray conditions. When required, automatic reset breakers and relays shall be housed in the main body junction panel.

There shall be no exposed electrical cabling, harnesses, or terminal connections located in compartments, unless enclosed in an electrical junction box or covered with a removable electrical panel. Wiring shall be secured in place and protected against heat, liquid contaminants and damage.

Low voltage overcurrent protective devices shall be provided for the electrical circuits. The devices shall be accessible and located in required terminal connection locations or weather resistant enclosures. Overcurrent protection devices shall be automatic reset type suitable for electrical equipment and meet SAE standards. All electrical equipment, switches, relays, terminals, and connectors shall have a direct current rating of 125 percent of maximum current for which the circuit is protected. Electro-magnetic interference suppression shall be provided in the system as required in applicable SAE standards.

The electrical system shall include the following:

Electrical terminals in weather exposed areas shall have a non-conductive grease or spray applied. All terminal plugs located outside of the cab or body shall be treated with a corrosion preventative compound.

All electrical wiring shall be placed in a protective loom or be harnessed.

Exposed connections shall be protected by heat shrink material and sealed connectors.

Large fender washers shall be used when fastening equipment to the underside of the cab roof and all holes made in the roof shall be caulked with silicone.

Electrical components installed in exposed areas shall be mounted in a manner that will not allow moisture to accumulate inside.

A coil of wire must be provided behind an electrical appliance to allow them to be pulled away from mounting area for inspection and service work.

All lights in a weather exposed area that have their sockets shall have corrosion preventative compound added to the socket terminal area.

All wiring shall be hidden, enclosed, or protected under the body in protective material, or within the apparatus body components. In

addition, split loom conduits shall be installed and enclosed, suitably secured and protected against heat and physical damage.

C-3780 CAPACITIES PLACARD, REFLECTIVE

The apparatus shall have a reflective placard that provides the following information:

- Water Tank Capacity
- Pump Capacities
- NWCG Typing
- Skeeter Contact Information

C-3474 CHASSIS PREP

The chassis cab shall be "prepped" for fire apparatus production as follows:

- a) Wash and clean chassis
- b) Weigh chassis for NFPA reports
- c) Quality control check in.

C-3630 FINAL ASSEMBLY

The apparatus shall be assembled in a high quality and controlled environment. The fit, form, and finish of the body shall be to the highest level fire apparatus manufacturing standards. Upon completion, the apparatus shall be ready for final inspection and road testing as required herein.

C-3796 12V ELECTRICAL LOAD

A 12 volt electrical load analysis shall be performed in order to test response and stationary modes of electrical amp load.

C-3799 ROAD TEST, 10 MILES

A road test will be conducted with the apparatus fully loaded and a continuous run of no less than ten (10) miles. During that time the apparatus will show no loss of power nor will it overheat. The transmission drive shaft or shafts and the axles will run quietly and be free of abnormal vibration or noise.

C-3800 5-YEAR PARTS & LABOR/10-YEAR BODY INTEGR

A five (5) year parts and labor warranty on items manufactured by Skeeter Emergency Vehicles and a ten (10) year warranty on the structural integrity of the body. For warranty issues please contact

your local dealer or Skeeter Emergency Vehicle service center and request warranty from the service advisor at that location.

C-4522 FULL 1900 APPARATUS NFPA AND SAFETY LABELING

Per NFPA a permanent label shall be mounted in the cab showing the following information:

A permanent label in the driving compartment shall specify the quantity and type of the following fluids used in the vehicle and tire information:

1. (1)
Engine oil
2. (2)
Engine coolant
3. (3)
Chassis transmission fluid
4. (4)
Pump transmission lubrication fluid
5. (5)
Pump priming system fluid, if applicable
6. (6)
Drive axle(s) lubrication fluid
7. (7)
Air-conditioning refrigerant
8. (8)
Air-conditioning lubrication oil
9. (9)
Power steering fluid
10. (10)
Cab tilt mechanism fluid
11. (11)
Transfer case fluid
12. (12)
Equipment rack fluid
13. (13)
CAFS air compressor system lubricant
14. (14)
Generator system lubricant
15. (15)*
Front tire cold pressure
16. (16)*
Rear tire cold pressure
17. (17)
Maximum tire speed ratings

The following FAMA Labels shall be installed, further described below.
FAMA Labels: 07,06,43,10,20,22,23,24,25,28,44,45,41,42,17

There shall be a label identifying the number of seat belted locations on the unit.

A final stage manufacturer shall install "hearing loss" potential warning labels on the vehicle in any areas or fixed equipment that produces excessive noise levels. (exhaust outlet, sirens and air horns shall not be required for such equipment.)

A warning label stating: "NO RIDING ON REAR OF APPARATUS" shall be installed on rear of the apparatus. The label shall be applied to the vehicle at the rear step area. The label shall warn personnel that riding in or on these areas, while the vehicle is in motion, is prohibited.

The below listed labels shall be installed on/in the apparatus. All label shall comply with NFPA 1900 Edition standards on location and design set in each standard.

- (1) Fluid Data Label
- (2) Safety Sign FAMA07, Seat Belt Use
- (3) Safety Sign FAMA43, No Helmets Vehicle in Motion
- (4) Pump Test Label

The following shall be installed or provided on the apparatus in accordance with NFPA 1900:

One (1) placard indicating fluid type and capacity shall be installed on the apparatus

One (1) Label indicating height and weight of the apparatus shall be installed in a location visible to the driver.

One (1) Safety Sign, FAMA 06, which warns of the need to use a seatbelt while the vehicle is in motion.

One (1) Safety Sign, FAMA 10, which warns of the need secure all loose items in the cab while the vehicle is in motion.

One (1) Safety Sign, FAMA 24, which warns against riding on the vehicle while it is in motion.

One (1) Safety sign, FAMA 23, which warns of the proper climbing method, shall be visible to personnel entering the cab and at each designated climbing location on the body.

One (1) Safety sign, FAMA 25, which warns of the need for training prior to operating the apparatus, shall be located on the pump operator's panel.

One (1) Safety Sign, FAMA 43, warning not to wear helmets while vehicle is in motion shall be visible from each seat.

One (1) Indicator installed in the cab of the apparatus that when illuminated will indicate "Pump Engaged" and "OK to Pump" if the apparatus is designed to pump and roll the indicator shall be labeled "OK" to Pump and Roll"

There shall be handrails at each entrance to driving or crew compartment and each position where there are steps or ladders for climbing.

There shall be a set of tire pressure indicators installed on the valve stems of the wheels. The indicators shall show if the tire is at the correct pressure by showing a "Green" indicator on the valve stem. The indicator shall show "Red" when the pressure is incorrect.

There shall be a low voltage electrical monitoring system, audible and visual alarm when voltage becomes low.

Two (2) solid bottom wheel chocks shall be included with the apparatus.

All materials used for exterior surfaces designated as stepping, standing, and walking areas and all interior steps shall have a minimum slip resistance in any orientation of 0.68 when tested wet using the English XL tester in accordance with the manufacturer's instructions or 0.52 when tested wet using the Brungraber Mark II tester in accordance with the manufacturer's instructions.

Rollover stability test results are available upon request.

The following equipment shall be furnished by the contractor:

- (1) Two solid bottom wheel chocks, mounted in readily accessible locations, each designed to hold the apparatus, when loaded to its GVWR, on a 15 percent grade with the transmission in neutral and the parking brake released
- (2) One set of tire tools, including a jack and a lug wrench, if a spare tire is carried on the apparatus

The following additional equipment shall be carried on the apparatus:

- (1) One of the following traffic warning devices:
 - (a) Five fluorescent orange traffic cones not less than 28 in. (711 mm) in height, each equipped with a 6" (152 mm) retroreflective white band no more than 4" (102 mm) from the top of the cone, and an additional 4 in. (102 mm) retroreflective white band 2 in. (51 mm) below the 6 in. (152 mm) band
 - (b) One reflective triangle kit
- (2) Five illuminated warning devices such as highway flares, unless the traffic cones or reflective triangles specified in 5.7.2(1) have illuminating capabilities
- (3) One traffic vest for each seating position, each vest to comply with ANSI/ISEA 207, Standard for High-Visibility Public Safety Vests, and to have a five-point breakaway feature that includes two at the shoulders, two at the sides, and one at the front
- (4) One approved, dry chemical portable fire extinguisher with a minimum capacity in accordance with the following:
 - (a) For a GVWR below 33,000 lb (15,000 kg), a 2A-10-B:C extinguisher
 - (b) For a GVWR 33,000 lb (15,000 kg) and above, a 3A-40-B:C extinguisher
- (5) One first-aid kit

C-4335 NFPA 1906 SPEED RESTRICTION 68MPH

Apparatus over 33,000 gvw, but capable of carrying less than 1,250 gallons of water shall be limited to a top speed of 68 mph. (NFPA 1901-2016 edition)

C-3785 PRE-CONSTRUCTION CONFERENCE, AT FACTORY

A pre-construction conference shall be held at Skeeter Emergency Vehicles manufacturing facility in Hillsboro, Texas. The purpose of the conference is to review and clarify aspects of apparatus components and construction. It shall be attended by representatives of the purchasing department, the apparatus dealer, and Skeeter Emergency Vehicles.

The transportation to this meeting shall be the responsibility of purchaser.

C-4269 FINAL INSPECTION AT SKEETER

Representatives from the purchaser and the dealer shall be present at Skeeter's manufacturing facility in Hillsboro, Tx for the final inspection of the apparatus. A factory representative will assist the purchaser with review of the specifications to confirm they match the apparatus.

Cost of transportation to and from the facility shall be the responsibility of the purchaser.

*** NOTE, UNLESS PRIOR APPROVAL BY SKEETER BRUSH TRUCKS, FINAL INSPECTION AT THE PLANT IS MANDATORY ***

C-3790 TRAINING, FACTORY SUPPLIED, FACTORY LOCA

The bidder shall demonstrate and familiarize the purchaser regarding the vehicle's operation. This shall include operation of chassis, major components, review of delivery information and documentation. This demonstration shall be completed at Skeeter Brush Trucks factory location in Hillsboro, Texas.

C-4340 DELIVERY, DEALER PROVIDED

Delivery of the apparatus from the manufacture's plant to the customer shall be provided by the dealer.

*It is the dealer's responsibility to deliver all loose equipment not physically mounted to the apparatus

C-3787 PAYMENT TERMS, 100% ON DELIVERY AND ACCE

Terms of payment for the specified vehicle shall be only cash or equivalent on delivery and acceptance for the unit. No bid will be considered which requires the purchaser to deposit with the bidder a down payment, prepayment of chassis, or any other such

consideration as a condition of the bid. Such a requirement shall be grounds for immediate rejection of the bid.



REQUEST FOR INFORMATION

RFI 26-044

INTENT TO UTILIZE THE FLORIDA SHERIFFS ASSOCIATION CONTRACT TO PURCHASE BRUSH TRUCK

City of Clermont
685 W. Montrose Street
Clermont, FL 34711

RELEASE DATE: November 25, 2025

DEADLINE FOR QUESTIONS: December 5, 2025

RESPONSE DEADLINE: December 5, 2025, 2:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://procurement.opengov.com/portal/clermontfl>

City of Clermont
REQUEST FOR INFORMATION
Intent to Utilize the Florida Sheriffs Association Contract to
Purchase Brush Truck

- I. Introduction
- II. Response Procedures.....

Attachments:

B - Vendor Information

E - OpenGov Vendor Registration

1. Introduction

Thank you for your interest in doing business with the City of Clermont. Vendors interested in responding to this Request for Information (RFI) are encouraged to carefully review the entire solicitation package prior to preparing and submitting a response.

Hardcopy responses may be delivered to:
City of Clermont Procurement Services Department
685 West Montrose Street, 2nd Floor
Clermont, FL 34711

All respondents must be registered with the Florida Department of State and licensed to conduct business in the State of Florida at the time of submittal.

1.1. Summary

Intent to Utilize the Florida Sheriffs Association Contract to Purchase Brush Truck

1.2. Contact Information

Ramsey Jimenez
Procurement Manager
685 W Montrose St
Clermont, FL 34711
Email: rjimenez@clermontfl.org
Phone: [\(352\) 241-7353](tel:(352)241-7353)

Department:
Fire

1.3. Timeline

Solicitation Release Date	November 25, 2025
Question Deadline	December 5, 2025, 12:00pm
Response Deadline	December 5, 2025, 2:00pm

2. Response Procedures

2.1. Electronic Bidding System

The City of Clermont utilizes OpenGov (“Software Administrator”), an e-Procurement System (“Portal”) that provides bid notification and solicitation management services to interested vendors and contractors. Through the Portal, vendors can register online to receive notifications of new solicitations, addenda, and award announcements. Registration and participation in solicitations are free of charge, and no fees will be assessed to awarded vendors.

Vendors with internet access are encouraged to review registration options and create an account at:

 <https://procurement.opengov.com/portal/clermontfl>

The City of Clermont utilizes NIGP Commodity Codes within the Portal to notify registered vendors when new projects are posted that correspond to the commodity codes selected in their vendor profile. Vendors are encouraged to keep their profiles and NIGP codes up to date to ensure they receive relevant notifications.

2.2. Standard RFI

This Request for Information (RFI) is issued to notify vendors of the City of Clermont’s intent to purchase goods or services through an existing contract established by another government entity. This RFI is **not** an invitation to submit a bid or quote and will remain open for **seven (7) business days**.

If no qualified vendors respond to this RFI, the Procurement Services Department will proceed with utilizing the referenced contract.

Purpose

The purpose of this RFI is to identify any vendor capable of providing the products or services listed below in a timely manner. Responses will assist the City in determining whether comparable options are available in the market.

Contract Information

- A. Company Name: Ten-8 Fire & Safety, Skeeter Brush Trucks
- B. Contract Number and Title: FSA25-VEF19.0 Fire & Rescue Vehicles, Boats & Equipment
- C. Length of Contract: Through March 31, 2027
- D. Product or Service Provided: Type-6 Wildland Firefighting 1000-Gallon Brush Truck Spec 3640 Item 314
- E. Estimated Annual Expenditure: \$570,000

Action Required

If your company is capable of providing any of the products or services listed above, please contact the Procurement Services Director by email at fsuarez@clermontfl.org prior to the RFI due date and time to express your interest.

Prospective vendors should submit information describing their company's capabilities and ability to provide the identified product or service. Do not include pricing information.

All responses will be reviewed and evaluated by the Procurement Services Department and the requesting department. These departments will determine whether the product or service offered qualifies as an approved equal to that provided under the referenced contract.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Piggyback Purchase Approval <i>FS No. 5 Temporary Site</i>		
Requested Action		
Requesting approval to purchase under Sourcwell Contract No. 120822-BXX with BOXX Modular, Inc., for Fire Station 5 temporary bunk house in the amount of \$240,470.00.		
Staff Report		
To acquire the Fire Station 5 temporary site, the Procurement Services Department identified a contract from Sourcwell as the most effective procurement method. To ensure transparency, the Procurement Services Department issued a Request for Interest (RFI) No. 26-045 to notify local vendors of the City's intent to purchase under an existing governmental contract. The RFI was posted on the City's website for seven (7) business days. At the conclusion of the posting period, no vendor interest was received. Based on this, staff recommends that the City Council approve the purchase under the Sourcwell contract. The Sourcwell contract was awarded through a fully competitive solicitation process and complies with the City of Clermont's Procurement Policy. The purchase will provide a temporary modular bunk house to support Fire Station 5 operations while the permanent facility is under construction. The modular complex will serve as the temporary base of operations for Station 5 personnel, providing sleeping quarters, dayroom space, restroom/shower facilities, and the required building systems necessary for 24/7 fire suppression and EMS staffing. The temporary modular station is critical to ensuring engine and brush response capability in the Wellness Way area beginning in 2026. Without this interim facility, the Fire Department would not be able to deploy staffing and apparatus to the Wellness Way corridor, resulting in extended response times and delayed patient care/suppression operations. The temporary facility will remain in use until construction of the permanent Fire Station 5 is completed. Funding for this purchase will be provided through Fire Impact Fees, as the temporary structures directly support new-growth service demands and enable the Fire Department to begin serving the Wellness Way / SE Clermont expansion area prior to completion of the permanent station. Fire Impact Fees are an eligible funding source for growth-related facilities and are sufficient to cover the total purchase cost, including \$240,470.00 for the modular bunk house. Utilizing piggyback contracts, as authorized under Procurement Policy Section E.9, enables the City to leverage competitive pricing from existing government-awarded contracts. This approach reduces administrative costs and procurement lead time while ensuring cost-effective pricing. The Procurement Services Department has reviewed and determined that this method is in the City's best interest.		
Additional Analysis		
Fiscal Impact Summary		
A budget neutral reallocation for the temporary facility for Fire Station 5 is included in the emergency purchase request for site work, construction of the apparatus building, and installation of the bunk house. Funds requested will be from Fire Impact Fees and this action has no impact to the General Fund.		
Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)		
1.	PROPOSAL - Clermont Fire Department - 28x52 - 11.20.2025	PROPOSAL - Clermont Fire Department - 28x52 - 11.20.2025.pdf
2.	RFI 26-045	RFI 26-045.pdf

This proposal is valid for 15 calendar days!

Sourcewell



Awarded Contract

BOXX Modular
Relocatable Bldg. Solutions
#120822-BXX
Maturity Date: 2/24/2027

modular project **PROPOSAL**

November 20, 2025

BOXX Project: Q-93483

RFP:



Clermont Fire Department

Temporary Fire Station Bunkhouse

28'x52' Modular Bunkhouse (R-3 Occupancy)



Location: TBD

BOXX Modular, Inc. (Corporate Office)
3475 High River Road | Fort Worth, TX | 76155

(877) 438-8627 | BOXXModular.com | ussales@boxxmodular.com

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BOXX
MODULAR

November 20, 2025

Kevin Hoey
Clermont Fire Department
685 West Montrose Street
Clermont, FL 34711

RE: Modular project in Clermont, FL.

Dear Kevin,

We are pleased to have the opportunity to submit this proposal which has been carefully tailored to address your individual space requirements.

BOXX Modular Company has been committed to providing quality products, services, and customer satisfaction to both the public and private sectors since 2010. Our expertise in development and execution of wide-ranging space solutions affords us the distinct satisfaction of fulfilling each of our client's modular construction needs.

Proposal Contents (attached):

- Price Detail
- Important Clarifications
- Floor Plan
- Specifications
- Delineation of Responsibilities
- Estimated Project Schedule
- Terms & Exclusions
- Site Requirements
- Proposal Acceptance

It is our goal to meet your particular needs, so please be certain to thoroughly review each attachment included in this proposal to ensure you completely understand the pricing, product, and service we are proposing.

Please do not hesitate to contact me for answers to any questions or concerns you may have regarding our proposed solution. It would be our pleasure to partner with you on this important project. Thank you for your consideration.

Sincerely,



John V. Patrick
Sales Representative - AL, FL

The information provided in this proposal is prepared for the referenced organization and is CONFIDENTIAL. Unauthorized distribution of this information is strictly prohibited.

28'x52' Modular Bunkhouse (R-3 Occupancy)

(Building---- NEW ---- see attached floor plan)

Proposal is good for 15 days from date above. Proposals are contingent upon BOXX Modular corporate credit review and approval.

BASE PRICE

Scope of Work Description

Amount (usd)

Building(s) Only Purchase Price	\$ 171,288.00
BASE Installation Up-Front Pricing for specified building(s).	\$ 22,889.00
Transport of Building(s) from manufacturer to site.	INCLUDED!
Set-Up/Erection (standard block, level, anchor, and seam) above grade w/CMU piers standard 8' on center, max height 32".	INCLUDED!
Vinyl skirting/underpinning (Includes Hitch Removal). Skirting quantities based on installation at 36" Finish Floor Height entire perimeter.	INCLUDED!
Fire Sprinkler Rough-In at Manufacturer 13D System.	\$ 15,301.00
Fire Sprinkler Finish & Testing On-Site by IFP (See Scope in Specifications)	\$ 30,992.00
	\$
	\$

Building w/Listed Items Purchase Price Total: \$ **240,470.00**

OPTIONS

Initials = Selected Option Description

		AMOUNT (usd)
	Pressure Treated Non-IBC, ADA (2) 5'x5' Platform with steps 36" MAX height, (1) 6'x6' Platform with 4'x36' MAX length Switchback Ramp. (Includes 8"x8"x8" footers, 4"x4" post, 2"x6" framing, 5/4 decking boards, 2"x2" wood pickets, and steel grab bars.)	ADD+ \$ 19,738.00
		ADD+ \$
		ADD+ \$
	Aluminum IBC, ADA Compliant: (2) 5'x5' Platform turn to 36' Switchback Ramp and (1) 6'x6' Platform turn to 4-Step System based on 36" Finish Floor Height. Delivery, Installation, and Engineered Plans Included.	ADD+ \$ 29,598.00
		ADD+ \$
		ADD+ \$
		ADD+ \$



BOXX Modular
Relocatable Bldg. Solutions
#120822-BXX
Maturity Date: 2/24/2027

Pricing excludes all applicable taxes. Buyer is responsible for all applicable taxes. Proposal Price does not include sales, use, or personal property taxes, except as may be additionally described. Unless otherwise specified, **Proposal is valid for 15 calendar days from the "Proposal Date"**. BOXX Modular's willingness to enter into a contract at the price and/or terms of payment proposed is **contingent upon satisfactory credit review and approval**. Pricing is based on acceptance of BOXX's standard contract terms and conditions, along with timely receipt of any contractually required down payment.

Initials: _____

BOXX
MODULAR
www.BOXXModular.com

modular project
Important Clarifications

Revision Date: 11/19/2025

General Terms

- Pricing excludes all applicable taxes. Buyer is responsible for all sales, use, and personal property taxes unless otherwise specified.
- Proposal is valid for 15 calendar days from the 'Proposal Date'.
- Contract acceptance is contingent upon satisfactory credit review and BOXX Modular's credit approval.
- Pricing is based on acceptance of BOXX's standard contract terms and conditions and timely receipt of any required down payment.
- All operating leases require an additional 8% personal property fee added to the monthly lease amount that will be added and included in the final lease agreement.

Project Scope & Responsibilities

- Permitting is not included and is the customer's responsibility. If permit is not required by local issuing authority, an official letter from local county/city government stating that will need to be submitted to, reviewed, and approved by BOXX Modular before building delivery & installation will be scheduled.
- Additional charges may apply if local officials require extra drawings for foundations, ramps, steps, decking, and/or life safety plans..
- Proposal does not include costs related to unknown subsurface conditions.
- Customers are responsible for: site plans, surveys, permits, licenses, 'Call before you dig' services, and certificate of occupancy.

Building & Installation Details

- Building price includes digitally engineered sealed state-approved drawings. BOXX Modular will not be responsible for any Federal, local, municipal or county code requirements that exceed the specific requirements of your state or our third party.
- Installation pricing assumes a level site within 6" grade deviation, accessible by road tractor.
- Use of cranes or other spotting methods will incur additional charges.
- Piers quoted at minimum 8' on center, max height 32"; anchors for dirt surface require minimum soil bearing capacity of 3000 psf.
- Hard surfaces (e.g., concrete/asphalt) may require additional installation charges.
- Awnings are not included unless otherwise specified. Ask sales representative about the price if you need these to be included.
- Extra Work not included in the proposal will require a change order and are billed as non-recurring one-time charges.

Foundation & Structural Notes

- Standard ADA ramps/steps include 8"x8"x8" footers, 4"x4" posts, 2"x6" framing, 5/4 decking boards, 2"x2" wood pickets, steel grab bars.
- Additional requirements will incur extra charges.
- If poured concrete footers or shear wall footers are required, disposal fees may apply at lease end.
- BOXX Modular will not install buildings on concrete footers or foundations completed by others.

Additional Considerations

- Matching interior finishes (e.g., ceiling tiles, flooring, paint) may be difficult to obtain locally. Please notify your sales representative if extra materials are needed for future repairs or maintenance.
- Building permits must be submitted to BOXX Modular before scheduling delivery or installation.
- Underground utilities and four building corners (Any ramps and/or Step footprints need to be same elevation as building pad) must be marked prior to delivery. Skirting pricing assumes a finish floor height of max 36" above grade; uneven grades may incur extra charges.

Scheduling & Finalization

- Building off-line dates are estimates and will be confirmed only after final color selections, endorsed final sign-off drawings, and deposits are received by BOXX Modular.
- Permitting is not included and is the customer's responsibility. If permit is not required by local permitting authority, BOXX Modular will require a letter from local government authority stating that no permit is required and review including approval by BOXX Modular management team before building delivery & installation will be scheduled.

Special Notes

- Fire Sprinklers: If required by code or local authority, costs will be additional and not included in pricing unless specified. Pricing is available upon request or provided by customer contractor on-site.
- Not Included: Safety training, background checks, badging, drug testing, safety associations, and/or other unlisted requirements.
- Dehumidification: Not included unless specified. Please request this option if needed for Southern U.S. locations.
- Due to material volatility, pricing is valid for only 15 days and subject to substitutions.

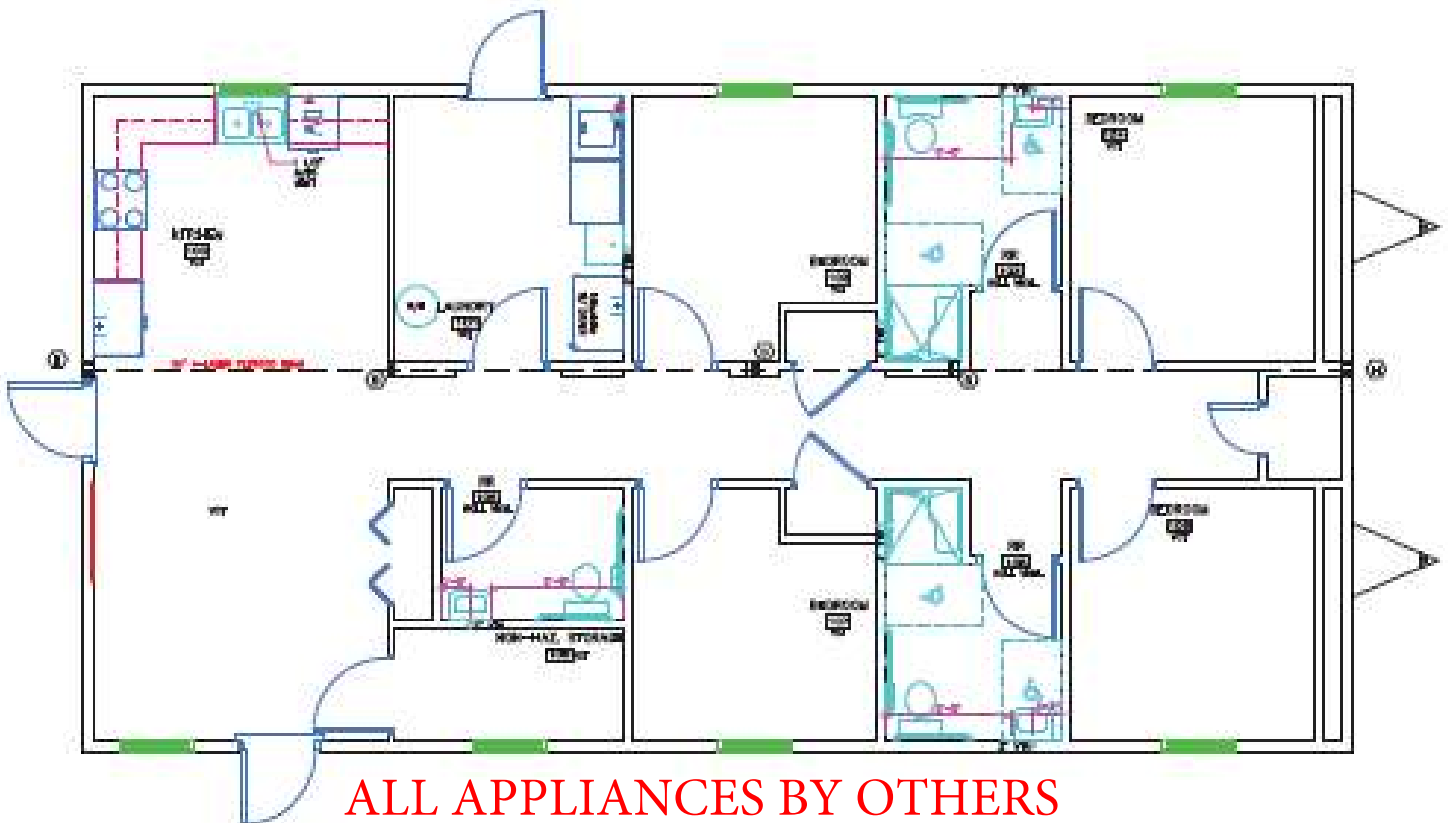
Wind Debris Region Notice

In designated wind debris regions, the building owner/lessee is responsible for protecting exterior glazing and ventilation openings. Coverings must be impact resistant and meet approved standards. New construction must incorporate impact-resistant glazing in wind debris regions.

Pricing excludes all applicable taxes. Buyer is responsible for all applicable taxes. Proposal Price does not include sales, use, or personal property taxes, except as may be additionally described. Unless otherwise specified, Proposal is valid for 15 calendar days from the "Proposal Date". BOXX Modular's willingness to enter into a contract at the price and/or terms of payment proposed is contingent upon satisfactory credit review and approval. Pricing is based on acceptance of BOXX's standard contract terms and conditions, along with timely receipt of any contractually required down payment.

Initials: _____

BUILDING LAYOUT (Not to Scale!)



ALL APPLIANCES BY OTHERS

modular project Specifications

Model Year: 2025

Perimeter: 160.00

Sq Feet: 1,456.00

Qty	Description	Color/Location
-----	-------------	----------------

Unit/Model Description

1.00 Please Note:
No Sprinkler System Has Been Considered Or Quoted In This Quote
See Options If Required

1.00 Please Note:
(((Please install all the labels in the center of the room on hitch end of
each floor with a pc of plexiglass covering labels)))

1456.00 Double Wide

1.00 Description of Unit
(((Nominal 28x52 (2) 13'8"x52'0" Modules)))

1.00 Destination: Clermont, FL

1.00 Plans to Include Pier Spacing for 2500 & 3000 PSF
Factory Standard-Foundation though not site specific will include tie
down chart for 140mph /Foundation page to be detailed specific for
each wind zone appropriate as well as anchoring spacing and
requirements)))

1.00 Pier Base Foundation Detail w/ Cap Block Configura
(((Prints must include an alternate pier design for ABS pads please
note that pier design with ABS pads will be noted for temporary use.In
areas where ABS pads are not accepted by the state these piers will be
shown on a seperate sheet that will not be stamped by the 3rd party
agency)))

CODES

1.00 IBC Coded

1.00 Residential Occupancy R-3

1.00 State Labels: FL

1.00 140 MPH Wind Load

1.00 Ground Snow Load 20 PSF

1.00 Approximate Shipping Height 14'4" Tall

FRAMES

2.00 Detachable Hitch

Initials: _____

BOX
MODULAR
www.BOXModular.com

modular project Specifications

Qty	Description	Color/Location
<u>FRAMES</u>		
4.00	12 in I-Beam	
2.00	Outrigger Frame	
	48" OC Cross Members And Outriggers	
2.00	95 1/2" I-Beam Spacing	
2.00	Underslung Axles New	
2.00	New Tires	
2.00	Tie Down Clips	
<u>FLOORS</u>		
1456.00	Woven Nylon Impregnated Bottom Board	
104.00	2x8 Floor Joists 16" O.C.	
1456.00	Decking 3/4" Sturdifloor Plywood *ADVANTECH*	
1.00	Hold Decking Back 5" on Each Side the Mate-Line	
209.00	Comm. Vinyl Floor Cover (Corlon) W/ Welded Seams	
	Installed In Restrooms And Jan. Closet Only	
1247.00	VCT 1/8" Block Tile (12"X 12")	
1.00	No Carpet Bar Included	
<u>WALLS & PARTITIONS</u>		
488.00	Wall Height 8'-6"	
200.00	Double Top Plate	
164.00	2" x 4" x 8' Interior Walls (Studs 16" O.C.)	
156.00	Interior Walls to Roof Deck (Upcharge)	
160.00	2" x 6" Exterior Walls (Studs 16" O.C.)	
488.00	Standard Trim	
388.00	5/8" Vinyl Covered Gypsum (Type X / Fire Rated)	
100.00	FRP (Textured) Wall Covering (8 ft. Walls)	
	Installed In Restrooms And Jan. Closet Only	
488.00	4" Vinyl Base Cove (Continuous Roll)	
<u>INTERIOR DOORS</u>		
11.00	36" x 80" (S.C.) Imperial Oak W/ Steel Rediframe	
1.00	Double 24" x 80" (White) 6-Panel Bifold Door	
3.00	Interior Lever - Privacy	
	Grade 2 - Tell (Restrooms)	
12.00	Floor Mounted Door Stops	

Initials: _____

modular project Specifications

Qty	Description	Color/Location
-----	-------------	----------------

INTERIOR DOORS

- 9.00 Keyed Interior Door Levers
Grade 2 - Tell (Boxx Master Keying System W/ Stamped Keys)

ROOF

- 104.00 Truss Type - Box
Bottomless Chord 1/4" Slope Per Foot
- 104.00 2" - Overhang at the Sides
- 56.00 6" - Overhang at the Ends
- 80.00 Truss Spacing - 24" O.C.
Subject To Engineering
- 1456.00 Roof Sheathing: FR 7/16" OSB Decking
- 1456.00 Roof Covering: 45 Mil. White Rubber W/ Underlay
- 1.00 12"White Mate-Line Tape
No Spliced Mate Line Tape
- 2.00 Hurricane Straps (Side Only)
- 2.00 Attic Ventilation as Required
- 32.00 2 Layer - 24" x 3/4" Struct 1 Ridgebeam
As Required

CEILING

- 1.00 Finished Ceiling Height 8'-0" AFF
- 1456.00 T-Grid Installed (Close up to be by Others)
10" Hold Back At Matelines

PLUMBING

- 3.00 Single Restroom, Handicap Accessible
- 1.00 Supply Lines-Pex Pipe (No Main Block Inc.)
- 1.00 Waste Pipe - PVC (Stub out only - below Fixture)
- 1.00 All Waste Line - Manifold On-Site by Others
- 3.00 Lavatory, Wall Mount W/ Mirror
Metal Faucets
- 3.00 Mirror- W/ Stainless Steel Frame
- 3.00 Vinyl - Anti-Scald Cover for Trap & Supply
Baths And Bar
- 3.00 Handicap Toilet (Tank Type)- With Grab Bars
- 3.00 Toilet Tissue Holder - Standard
- 1.00 65 Gallon (App) Water Heater
W/Expansion Tank
- 1.00 Water Cooler H.C.(Double) W/ Bottler Filler
- 1.00 24" x 24" Floor Mounted Mop Sink 10"
W/Metal Gooseneck Faucet

Initials: _____

BOXX
MODULAR
www.BOXXModular.com

modular project Specifications

Qty	Description	Color/Location
<u>PLUMBING</u>		
2.00	HC Shower W/Seat,HC Bars,Curtain (Scald Proof)	
1.00	Washer Box w/ Drain	
1.00	Dryer Vent	
1.00	Plumb For Refrigerator Icemaker	
1.00	Plumb For Refrigerator Icemaker	
1.00	Plumb For Dishwasher	
<u>ELECTRICAL</u>		
2.00	150 Amp Single Phase Exterior Panel Box	Nema 3
20.00	LED- T-Grid- 2 LED Light Strips 2x2 Light	In Restrooms
10.00	Occupancy Sensor (Wall) W/Switch	
3.00	Porch Lights - Photo Cell	LED
3.00	Emergency/ Exit Light W/ Remote Head	Dual Remote Heads/ LED
10.00	2x4 Blank J-Box W/ 3/4 EMT Stub @ 16" AFF	
3.00	J-Boxes for Alarms @ Exterior Doors	
1.00	Fire Alarm Control Panel To Be By Others	
1.00	Romex Wiring Per Code (Std)	
1456.00	MC Cable Above Ceiling Only (T-Grid)	
1.00	Receptacles Per Print 12' OC	
5.00	Receptacles - GFI Protected Baths And Bar	
2.00	Receptacles - Exterior GFI Protected	
1.00	Heat Tape Receptacle - GFI	
2.00	Tamper (Child) Resistant Recepts	
1.00	Dedicated Recept 20 Amp Wash Machine	Receptacle Only
1.00	Dedicated Amp Recept @ 48" AFF (For Refrig)	
1.00	Dedicated Amp Recept @ 48" AFF (For Refrig)	
1.00	Dedicated 20 Amp 110V Rec (For Dishwasher)	
1.00	Dedicated Outlet 30 Amp Dryer	Plug Only

Initials: _____

modular project Specifications

Qty	Description	Color/Location
<u>ELECTRICAL</u>		
1.00	Dedicated Outlet 50 Amp Stove	Plug Only
5.00	Smoke Detector AC / DC	
1.00	Std. Range Hood (Will Not Show on Prints)	
3.00	Special Item: 80 CFM Exhaust Vent Fan 1 In Restrooms And 1 In Jan Closet (No Light Combo)	
2.00	Arch Fault Breakers In Sleeping Areas	
<u>HVAC</u>		
20.00	Plenum Wall	
2.00	3 Ton Wall Hung AC W/ 10 KW Heat	
2.00	Factory Std- Programmable Thermostat 7 Day	Programable
84.00	Fiberglass Supply Duct (Std.)	
64.00	Fiberglass Return Duct (Std.)	
9.00	T-Grid Diffuser (Adjustable) With Butterfly Damper	
6.00	T-Grid Diffusers (Non Adjustable)	
2.00	T-Grid Diffusers (Non Adjustable) Filter Backed In	Restrooms
<u>CABINETS</u>		
16.00	Oak Base Lam. Cab.(Lowe's) W/ Roll Top	
13.00	Oak O.H. Cabinet (Lowe's) W/Shelf	
1.00	Handicap Accessible Knee Space Below Sink	
1.00	Double Bowl Stainless Steel Sink & Faucet Metal Gooseneck	Faucet
<u>EXTERIOR</u>		
160.00	Hi-Rib Steel 26 Gauge (OSB 4 Sides)	
160.00	Moisture Resist House Wrap - Full Perimeter	
160.00	Hi-Rib Steel 26 Ga.Mans To Follow Roofline	
104.00	2" - Overhang At The Sides	
56.00	6" Overhang At The Ends	
<u>WINDOWS</u>		
1.00	24x54 V/S Insulated B/Tinted	
6.00	36x60 V/S B/Tinted Insulated	
7.00	Vinyl Mini Blinds	

Initials: _____

BOXX
MODULAR
www.BOXXModular.com

modular project Specifications

Qty	Description	Color/Location
-----	-------------	----------------

EXTERIOR DOORS

3.00	36x80 ST/ST 4x24" VB 18ga door	16ga frame Or Equal
3.00	Panic For Steel Doors Tell	Grade 1
3.00	Closer (Factory Std.) Tell - Grade 1	

INSULATION

1456.00	R-30 Floor Insulation
104.00	R-19 Ext. Wall Insulation
1456.00	R-38 Ceiling
164.00	R-11 Interior Walls

OPTIONAL ITEMS: (See Pricing Page)

1.00	Optional Item Not in Quote: Hi-Rib Steel Skirting
1.00	Optional Item, (Not in Quote Price) Factory Rough In Sprinkler System

STATE CODES

1.00	IBC Coded
2.00	FL State Approval
2.00	Third Party Seal
1.00	MBI Seal

Initials: _____

BOX
MODULAR
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modular project Specifications

Fire Sprinkler Finish & Testing

Project Name: **Clermont, FL**

(2) Plex Modulares – Site Work

*Build/Assemble Riser Assembly

*Site Work/Tie-Ins

*Testing

Scope of Work

International Fire Protection, Inc. hereby proposes to furnish all management, labor, tools, materials, freight charges, and taxes to perform the following work:

- IFP proposes to provide all labor and materials needed to install a fire sprinkler riser assembly as shown on the drawings in (1) 2-plex modular unit at the aforementioned site.
- IFP will perform all engineering that is involved with incorporating the site underground water supply and all relevant information as well as current hydraulic calculations onto the existing drawings after the information is provided to IFP by others.
- IFP will submit fire sprinkler shop drawings with calculations and a submittal package to the AHJ for review, approval, and permitting.
- IFP will pay for all review and permitting fees that are associated with obtaining a fire sprinkler permit as well as an AHJ final inspection.
- Once approval is obtained, IFP will perform the on-site tie-ins to the above-ceiling mains, the top of the riser, and the underground stub-up that is to be provided by others and stubbed-up above-grade below the floor of the modular and left no further than 5' from the base of the riser.
- IFP will build/assemble a new riser assembly in the fire sprinkler riser room inside of the modular complex. If a dedicated fire sprinkler riser room is not built inside of the modular complex, an exterior fire sprinkler riser room is to be built outside of the modular complex by the GC (others). The riser will be equipped with a riser check valve, water flow switch, pressure gauge, and test and drain assembly. IFP will pipe the drain below the floor of the modular and to the exterior of the modular skirting adjacent to the fire sprinkler riser. Install the drain piping to any other location will involve additional costs via a Change Order.
- IFP will provide all labor and equipment needed to hydrostatically pressure test the system before the final tie-in is made.
- IFP will perform a fire marshal final.
-

Any alteration or deviation from the scope of work involving extra cost will be executed only upon a written change order and will become an extra charge over and above the contract amount. All work quoted is to be performed during normal working hours (7:00 am – 5:00 pm; Monday - Friday). Exclusions: Fire watch, shift work, overtime, painting of piping or components, repairing any piping or components that get damaged/ broken during the transportation process, or any repairs or modifications outside of the scope of work.

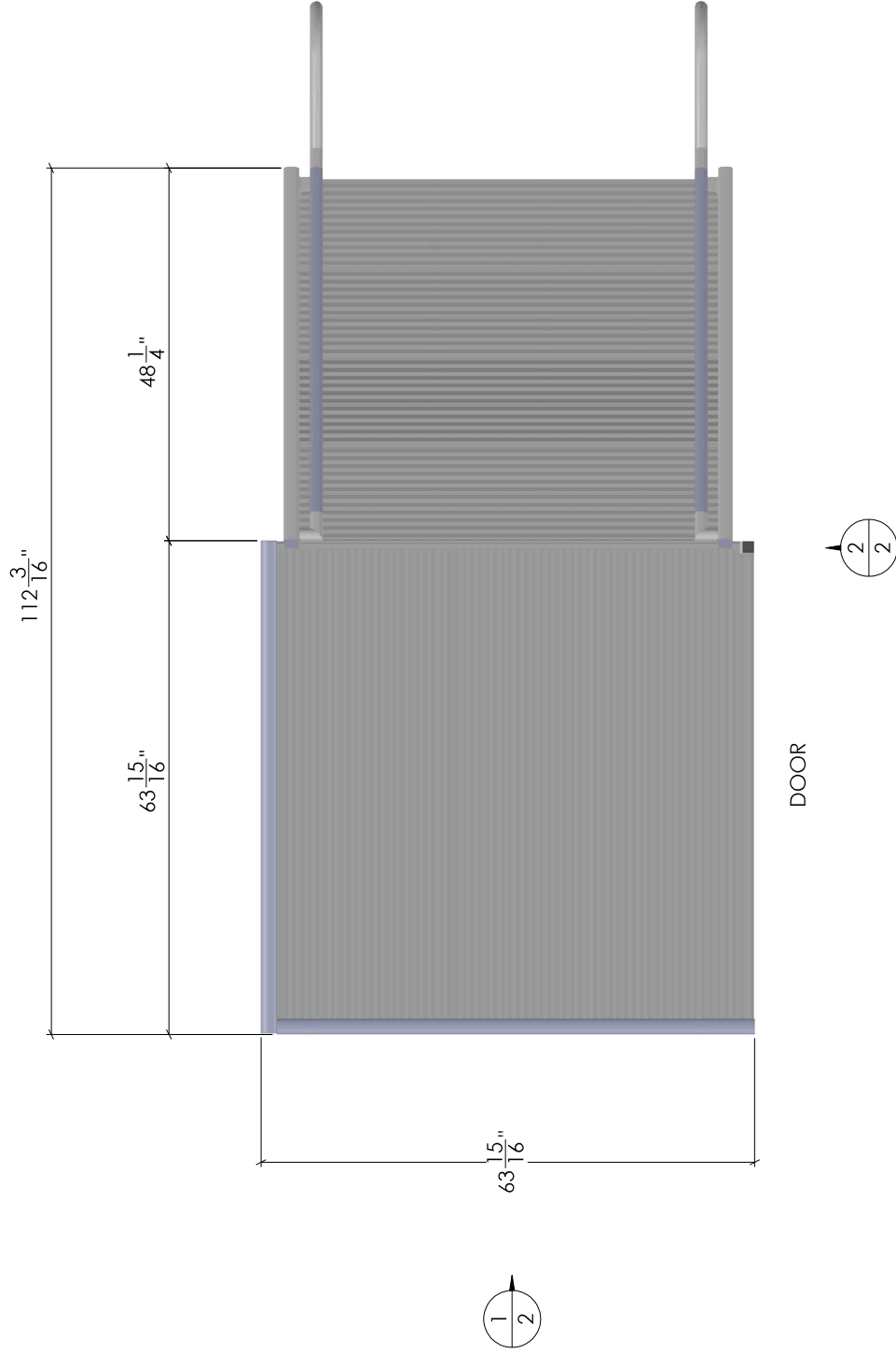
Exclusions:

- P.E. Stamp/Seal
- Wiring/hook-up of electrical components
- FDC (fire department connection)
- Backflow prevention device
- Insulation of piping, if desired or required
- Any underground work
- Contractor is to provide IFP with Civil Drawings/Site Map
- Contractor to provide IFP with a fire hydrant flow test from the site

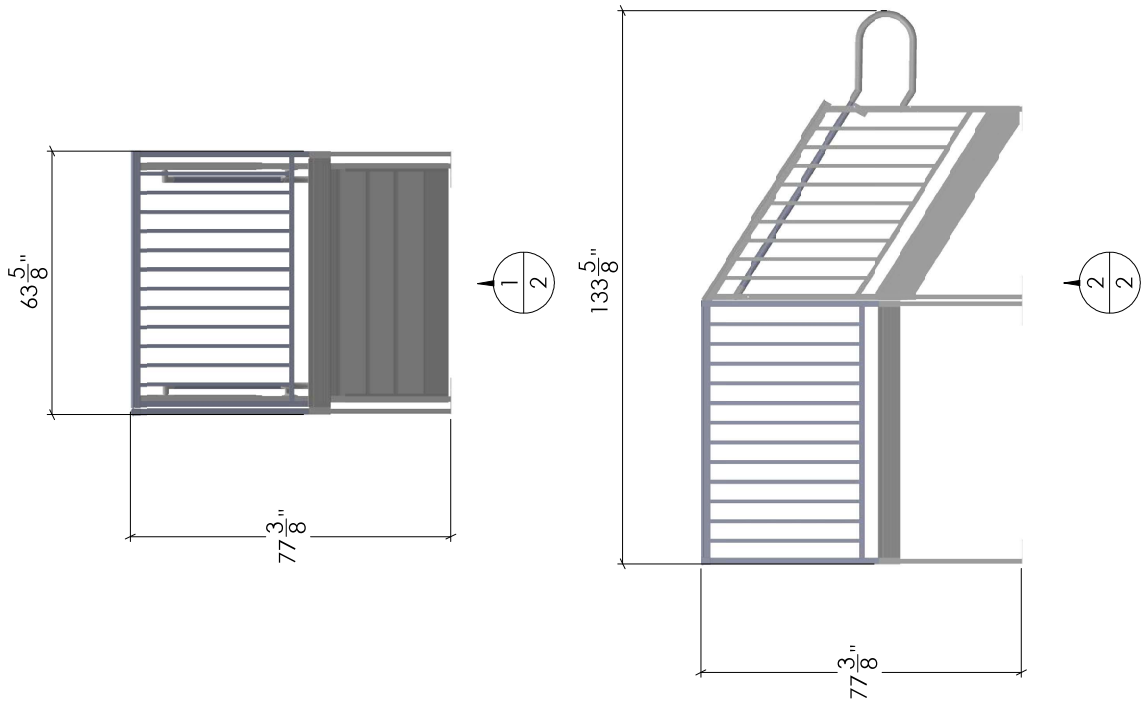
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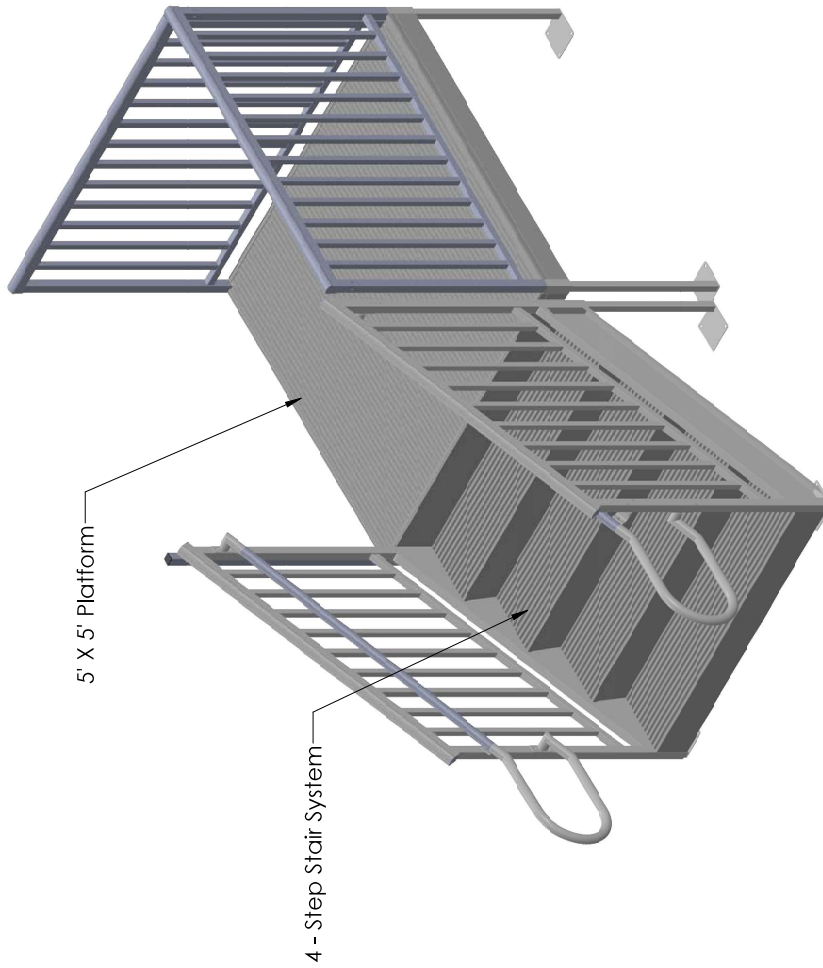
(Aluminum Steps X 2) SEE OPTIONS!



- NOTES:
1. FOOT PLACEMENT DIMENSIONS MUST BE VERIFIED BASED ON FIELD CONDITIONS AND ACTUAL INSTALL
 2. MAXIMUM SLOPE-1:12(8.33%)
 3. MAXIMUM GROSS SLOPE-1:48 (1 1/4" / FOOT)
 4. ALL RAMPS & PLATFORMS 30" AND OVER ELEVATION REQUIRE CROSS BRACING



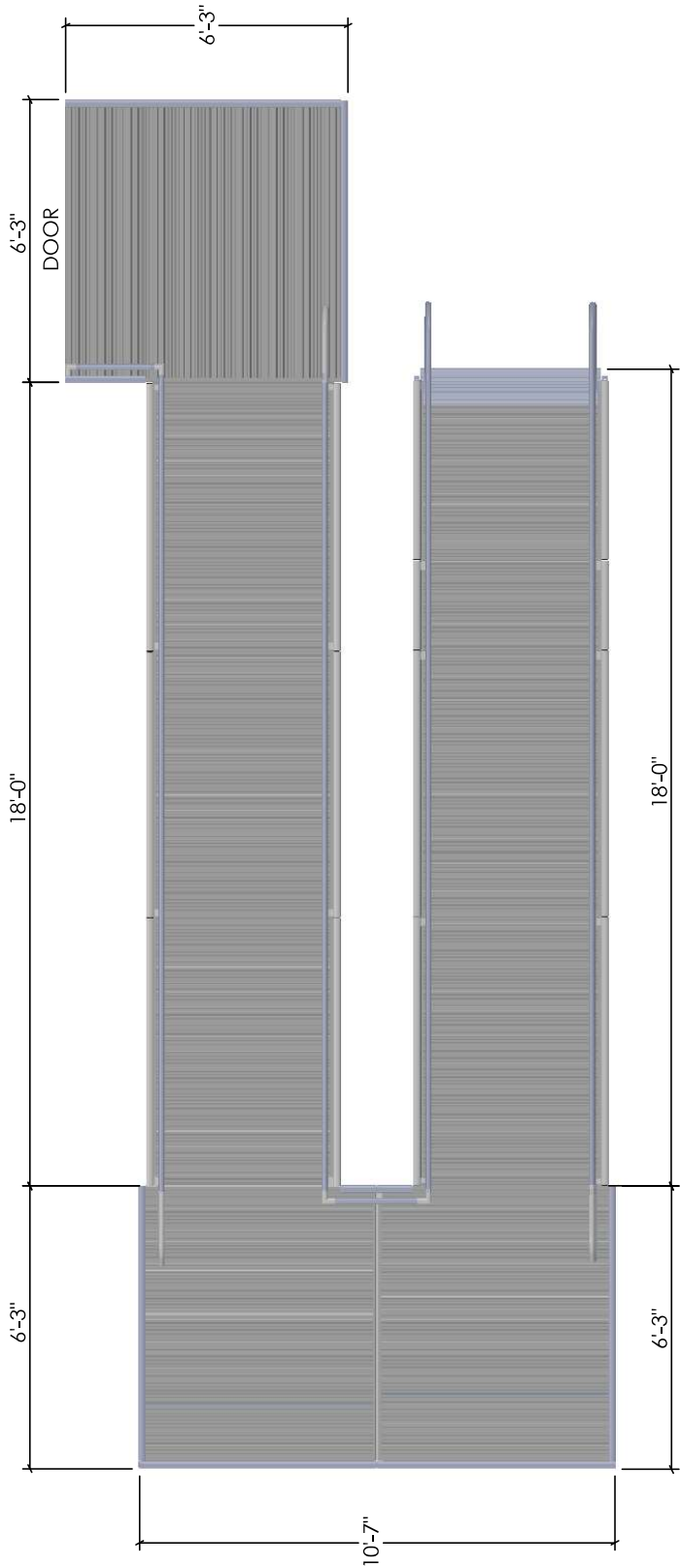
- NOTES:
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- NOTES:
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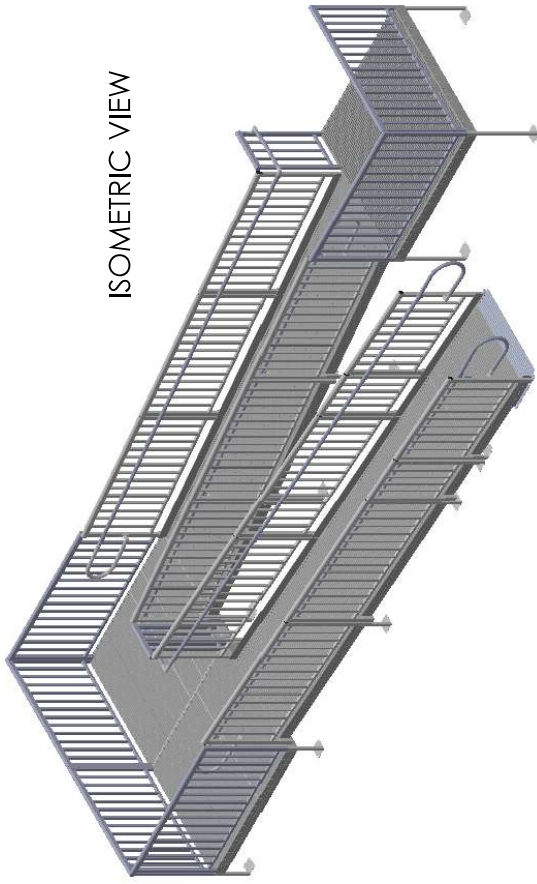
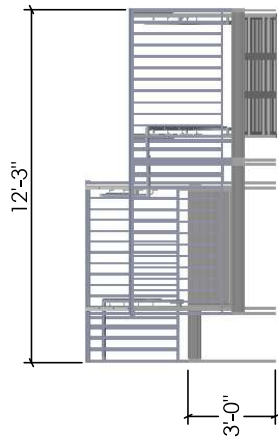
(Aluminum Ramp X 1) SEE OPTIONS!

PLAN VIEW

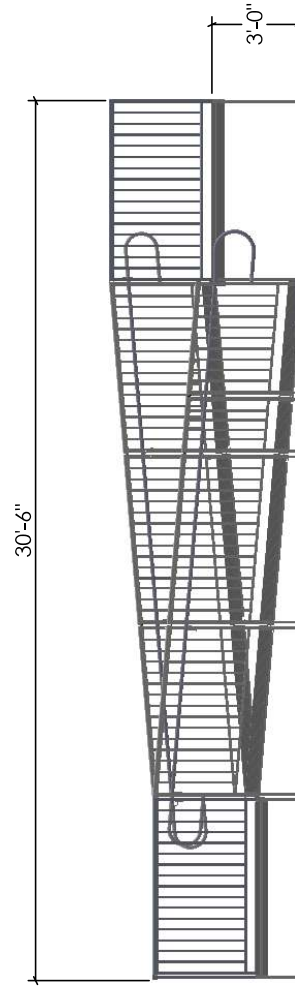


NOTES:

- 1. FOOT PLACEMENT DIMENSIONS MUST BE VERIFIED BASED ON FIELD CONDITIONS AND ACTUAL INSTALL.
- 2. MAXIMUM SLOPE-1:12
- 3. MAXIMUM CROSS SLOPE-1:48
- 4. ALL RAMPS & PLATFORMS 30" AND OVER ELEVATION REQUIRE CROSS BRACING
- 5. HANDRAIL EXTENSION BEYOND END OF RAMP/STAIRS 12" MINIMUM ALL LOCATIONS WHERE HANDRAILS ARE NOT CONTINUOUS
- 6. MINIMUM GUARDRAIL HEIGHT OF 42"
- 7. ANCHORING WHEN REQUIRED WILL BE DONE BY OTHERS
- 8. LEGS MAY BE ADJUSTED IN HEIGHT TO FOLLOW GROUND CONTOUR



ISOMETRIC VIEW



NOTES:

1. FOOT PLACEMENT DIMENSIONS MUST BE VERIFIED BASED ON FIELD CONDITIONS AND ACTUAL INSTALL.
2. MAXIMUM SLOPE-1:12
3. MAXIMUM CROSS SLOPE-1:48
4. ALL RAMPS & PLATFORMS 30" AND OVER ELEVATION REQUIRE CROSS BRACING
5. HANDRAIL EXTENSION BEYOND END OF RAMP/STAIRS 12" MINIMUM ALL LOCATIONS WHERE HANDRAILS ARE NOT CONTINUOUS
6. MINIMUM GUARDRAIL HEIGHT OF 42"
7. ANCHORING WHEN REQUIRED WILL BE DONE BY OTHERS
8. LEGS MAY BE ADJUSTED IN HEIGHT TO FOLLOW GROUND CONTOUR
9. HANDRAIL EXTENSION MINIMUM OF 12" PAST THE END OF THE RAMP IN ALL LOCATIONS WHERE HANDRAIL IS CONTINUOUS
10. ANCHORING WHEN REQUIRED WILL BE DONE BY OTHERS

Delineation of Responsibilities

Division	Sub	Description	BOXX	Owner	NA
DIVISION 1 : GENERAL CONDITIONS					
	1011	Performance Bonds	☐	☒	☒
	1040	Building Permits/License	☐	☒	☐
	1500	Temporary Heat/Lighting	☐	☒	☐
		Portable Toilets	☐	☒	☐
		Temporary Water & Power	☐	☒	☐
	1502	Site Cleanup/Dumpster	☐	☒	☐
	1700	Closeout/Acceptance	☐	☒	☐
	1900	Miscellaneous			
		Taxes	☐	☒	☐
		Prevailing Wage Scale (Davis-Bacon)	☐	☐	☒
		Safety and Security Access Requirements For Workers	☐	☒	☐
		Project Terms of Payment	☒	☐	☐
		Invoicing Procedure	☒	☐	☐
DIVISION 2 : SITE WORK					
	2000	Site Work	☐	☒	☐
		Accessibility	☐	☒	☐
		Stake Site/Building Location	☐	☒	☐
	2160	Excavation & Grading	☐	☒	☐
		Spoilage Disposal	☐	☒	☐
		Erosion Control	☐	☒	☐
	2660	Final Connection of Domestic Water to Hot Water Heater Connection. (Including Modular Seam Crossover piping in Building)	☐	☒	☐
	2740	Final Connection of Sewer To Building. (including manifolds in crawlspace and vents through roof)	☐	☒	☐
	2900	Landscaping / Fine Grading	☐	☒	☐
		Seeding	☐	☒	☐
		Restoration	☐	☒	☐
DIVISION 3 : Concrete (SITE ONLY)					
	3300	Foundations: Concrete Pier Footers;	☐	☐	☒
DIVISION 5 & 6 : METALS/WOOD/PLASTIC (SITE ONLY)					
	5000 or 6670	Decks/Landings See Options!	☒	☐	☐
DIVISION 9 : FINISHES (SITE ONLY)					
	9650	VCT Flooring with / without carpet bar	☒	☐	☐
	9680	Carpeting with / without carpet bar	☐	☐	☒
DIVISION 10 : SPECIALTIES (SITE ONLY)					
	10100	Marker/Chalk/Tack Boards	☐	☒	☐
	10425	Signage/Braille	☐	☒	☐
	10520	Fire Extinguishers	☐	☒	☐

Delineation of Responsibilities

Division	Sub	Description	BOXX	Owner	NA
	10532	Awnings	☐	☒	☐
	10800	Toilet Accessories	☐	☒	☐
DIVISION 13 : BUILDING (MODULAR BUILDING)					
	13121	Delivery Of Modular Units To Site Including Transp. Permits	☒	☐	☐
	13122	Piers	☒	☐	☐
		Dry-Stack Block/Steel Piers	☒	☐	☐
		Surface Bond Dry Stack	☐	☐	☒
	13123	Set-up	☒	☐	☐
		Structurally Connect Modular Floors & Roofs	☒	☐	☐
		Remove Hitches (Store Under Bldg or Stage Per Customer Req.) included in skirting package, see Options.	☒	☐	☐
	13125	Trim Out Exterior & Interior Walls/ Ceiling/Floors/Adjust Doors	☒	☐	☐
	13126	Anchor Modular Units Per Design Criteria	☒	☐	☐
	13127	Skirting (Frame, Vents, Access Panel Included)	☒	☐	☐
	13128	Roof Seaming	☒	☐	☐
	13151	Site Construct Connector Corridors	☐	☐	☒
DIVISION 16 : ELECTRICAL (SITE ONLY)					
	16410	Connect Electrical Service From Site to Modular Subpanels	☐	☒	☐
		Main Disconnect For Modular Building Connection	☐	☒	☐
		Supply and Install MDP	☐	☒	☐
	16610	Fire / Smoke Alarm Systems	☐	☒	☐
	16620	Security Intrusion System	☐	☒	☐
	16740	Clocks/Bells	☐	☒	☐
	16750	Communication Systems	☐	☒	☐
		Tap & Extend Existing Comm Service to site	☐	☒	☐
		Final Connection of Comm System in Modular	☐	☒	☐
	16770	Data Systems in Modular	☐	☒	☐
		Tap & Extend Existing Data Service to Site	☐	☒	☐
		Final Connection of Data System in Modular	☐	☒	☐

TIMELINE – New Manufactured Modular Buildings

Estimated Project Schedule New Buildings

<u>3-4</u>	weeks from contract, deposit, colors, and sign-off.
<u>3-4</u>	weeks from State approved plans from Manufacturer.
<u>1-3</u>	weeks from permit approval and submission to BOXX.
<u>1-3</u>	weeks from building delivery.
<u>2-4</u>	weeks from building delivery.
<u>3-5</u>	weeks from building delivery.

Milestone Description

Design & engineering to customer.
Building off-line at manufacturing plant.
Building delivery
Building installation
Substantial completion
Final completion

Get started early as the building will be ready long before permits can be obtained through local issuing authorities! Estimation for local permitting ranges widely, allow 30-90 days (check with local building authorities for exact timeline to obtain permits in your area). Any delays in permitting will affect the above estimated schedule.

SCHEDULE NOTES

Additional Information

Please return sign-off's and color selections as soon as possible, buildings will not be ordered without deposits, sign-off's, and color selections being received by BOXX Modular first!



BOXX Modular
Relocatable Bldg. Solutions
#120822-BXX
Maturity Date: 2/24/2027

Any Project Schedule provided with the Proposal is an estimate. Project Schedule will be confirmed at or around the time of Award and may be subject to change orders throughout the Project. Project schedule is based on acceptance of BOXX's standard contract terms and conditions, along with timely receipt of any contractually required down payment.

Initials: _____

BOXX
MODULAR
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Terms

1.	Unless otherwise specified, Proposal is valid for 15 calendar days from the "Proposal Date"
2.	BOXX's willingness to enter into a contract at the price and/or terms of payment proposed is contingent upon satisfactory credit review and approval
3.	Proposal pricing and project schedule is based on acceptance of BOXX's standard contract terms and conditions, along with timely receipt of any contractually required down payment.
4.	Any Project Schedule provided with the Proposal is an estimate. Project Schedule will not be guaranteed and may be subject to change orders, material price increases, and material shortage or substitutions throughout the Project.
5.	Unless otherwise agreed in writing, BOXX Modular, Inc. will not accept any Liquidated or other damages for delays.
6.	Prior to start of its Work, BOXX shall provide a proper Certificate of Liability Insurance and Worker's Compensation. Unless otherwise agreed in writing, "All Risk" and other special insurance is not provided by BOXX. As of the time of Substantial Completion, or as otherwise agreed, Buyer shall be responsible to insure the building(s), providing insurance coverage in the types and limits as may be required by the contract to adequately protect the interests of all applicable parties.
7.	Buyer is responsible for all applicable taxes. Proposal Price does not include sales, use, or personal property taxes, except as may be additionally described. Customer is responsible for paying a personal property fee of 8% of the monthly rent (or lease) payment to BOXX.
8.	Unless otherwise agreed to in advance as a condition of the Contract, price assumes the use of non-union labor at non-prevailing wages. Any requirement for the payment of prevailing wages or the use of union labor will result in additional charges.
9.	BOXX will take reasonable protective precautions to avoid damage to property and equipment. BOXX will not accept responsibility for damage caused to paved or unpaved surfaces due to weight of heavy equipment.
10.	TITLE - BOXX Modular, Inc. will retain title to the work until such time that they have been paid in full for the delivery, installation and either direct sale or receipt of all amounts due to complete the finance lease of the building(s). BOXX does not waive its rights to retain title and/or to place a lien or claim against the Owner/Buyer/Lessee if it becomes reasonably necessary in order to protect BOXX's interests.
11.	INDEMNIFICATION - BOXX Modular, Inc. will indemnify Owner/Buyer/Lessee to the extent that they are legally responsible and permitted by BOXX's insurance carrier.
12.	START AND COMPLETION DATES - The contract Start Date shall be upon receipt of award and an executed contract. Barring any unforeseen delays, The Completion Date will be in accordance with bid specifications and will not be guaranteed. BOXX is not responsible for any delays or damages beyond its control including material shortages, strikes or union activity, fire, acts of God, freight embargoes, acts of war or terrorism, delays by regulatory or permit authorities, delays by the Owner or Architect or any employed by them, or any cause of delay beyond the control of BOXX. In no event shall BOXX be responsible for consequential or actual damages.
13.	Labor will be non-union at non-prevailing wages unless required by contract

Exclusions

<i>X = Excluded</i>	
☒	1. Impact fees
☒	2. All applicable taxes (sales, property & use)
☒	3. Bonding
☒	4. Special insurance
☒	5. Cranes and additional spotting apparatus
☒	6. Fire suppression system
☒	7. Site security (<i>unless otherwise stated</i>)
☒	8. Landscaping, irrigation, paving, walkways, curbing, and site restoration
☒	9. Tap fees and lift station (if required)
☒	10. Exterior fire rating
☒	11. Architect and engineering fees
☒	12. Rock removal
☒	13. Off-site spoilage removal
☒	14. Site utilities and connections to modular building – includes electric, gas, water, and sewer or septic
☒	15. Communications services and connection – including but not limited to telephone, data, intercom, intrusion alarm, smoke & fire alarm
☒	16. Lightning protection
☒	17. Temporary access roads and walkways
☒	18. Removal, repair, and/or replacement of obstructing fences, walls or gates
☒	19. Temporary electric and water (contractor will supply power source for own tools and equipment)
☒	20. Portable toilets
☒	21. Laboratory and field testing of materials
☒	22. Dedicated full-time site supervisory personnel (foreman will supervise work unless other provisions are required per the contract)
☒	23. Costs associated with easement(s)

Initials: _____



BOXX Modular
Relocatable Bldg. Solutions
#120822-BXX
Maturity Date: 2/24/2027

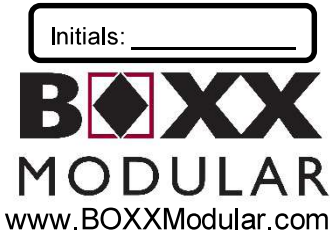


Site Requirements

<i>X = Applicable</i>	
☒	1. No provisions allowed for obstructions below grade. If encountered, they would be a change order to the contract at an additional charge
☒	2. The site must be level, dewatered, and accessible by truck with adequate turning radius and clearance from road to the site for delivery
☒	3. Assumes site with 3,000 psf soil bearing capacity, bearing tests to be provided by Customer
☒	4. All site plans and surveys to be provided by Customer
☒	5. All underground utilities are to be clearly marked and flagged
☒	6. Customer is responsible for obtaining and the cost of all permits, licenses, and Certificate of Occupancy
☒	7. Due to volatility in fuel prices delivery charges are subject to a fuel surcharge.
☒	8. Staging area adjacent to installation site, including any site improvements required to make it usable, by Customer
☒	9. Where applicable, wheels and axles will remain on module(s), but may be removed and stored under for an additional fee,
☒	10. Site preparation by Customer
☐	11. Building removal, return delivery, and site restoration will be billed at prevailing rates at time of return for leased buildings.
☒	12. Main electrical service to building panels by Customer
☒	13. Customer is solely responsible to inform BOXX if site location is in a flood or fire zone
☒	14. Customer is responsible for building maintenance



BOXX Modular
Relocatable Bldg. Solutions
#120822-BXX
Maturity Date: 2/24/2027



Proposal Acceptance

This proposal is valid for 15 calendar days due to rapid and unpredictable cost increases.

Pricing and project schedule is based on acceptance of BOXX's standard contract terms and conditions, along with timely receipt of any contractually required down payment.

Clermont Fire Department

November 20, 2025

Signature

Print Name

Acceptance Date

BOXX Modular builds for you!



BOXX Modular
Relocatable Bldg. Solutions
#120822-BXX
Maturity Date: 2/24/2027

BOXX
MODULAR

www.BOXXModular.com

BOXX MODULAR

APPLICATION FOR CREDIT

A	Legal Name of Company / Organization _____ Street Address _____ Suite _____ City, State, Zip _____ Phone _____ Fax _____ DUNS # _____ Federal ID Number / Social Security Number _____	B ☐ Sole Proprietorship ☐ S Corporation ☐ Partnership ☐ Other _____ ☐ Corporation ☐ LLC ☐ Non-Profit State Registered: _____ Year: _____
C	State Sales/Use tax: Taxable ☐ Exempt ☐ (<i>Exemption Certificate must be attached</i>) PO Required? Yes ☐ ... No ☐ (<i>If Yes, attach PO Terms and Conditions</i>) Billing Information (<i>if different from above</i>) Mailing Address _____ Suite/Box _____ City, State, Zip _____ Contact Name - Accounts Payable _____ Email - Accounts Payable _____ Phone - Accounts Payable _____	
D	Intended use for modular(s): _____ Property Owner Name: _____ Property Ownership: The project location is ☐ Leased / Rented ☐ Applicant Owned Landlord Waiver (if Leased / Rented): ☐ Need A Copy ☐ Executed & Attached Property Address: _____	
E	To help us process your credit approval more quickly please provide the following information with your application: Financing Project w/ bank? Yes ☐ ... No ☐ # of Employees: _____ Has loan closed? Yes ☐ ... No ☐ N/A ☐ ACH Pmts: Yes ☐ No ☐ Bank Statements – Last 3 months	
F	References: NOTE: <u>FAX NUMBERS OR EMAILS ARE REQUIRED!</u> Bank: Name: _____ Acct. #: _____ Phn: _____ Fax: _____ Contact: _____ Name: _____ Acct. #: _____ City, State, Zip: _____ Phn: _____ Fax: _____ Contact: _____ Name: _____ Acct. #: _____ City, State, Zip: _____ Phn: _____ Fax: _____ Contact: _____	
G	1. Notice: BOXX Modular Inc. (or any of its affiliates) may obtain credit information, in the form of credit reports or other, relating to the applicant, as the case may be upon processing the initial application, at the time of any renewal or extension of credit, or when deemed appropriate to evaluate the applicant's financial situation. In signing this application, the applicant, its directors, and officers, who did sign below declare and warrant that he/she/they is/are the age of majority and expressly consent to the collection, use, sharing and disclosure of its information by BOXX Modular Inc. (or any of its affiliates) for the above stated purposes. 2. BOXX Modular Inc. reserves the right, at any time, to withhold, cancel or modify credit privileges and terms, including the rate of interest at their discretion. Authorization Signature: _____ Date: _____ Printed Title and Name: _____ *Credit cannot be granted without a signature acknowledging credit terms.	



REQUEST FOR INFORMATION

RFI 26-045

INTENT TO UTILIZE THE SOURCEWELL CONTRACT TO PURCHASE MODULAR BUNKERHOUSE

City of Clermont
685 W. Montrose Street
Clermont, FL 34711

RELEASE DATE: November 25, 2025

DEADLINE FOR QUESTIONS: December 5, 2025

RESPONSE DEADLINE: December 5, 2025, 2:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://procurement.opengov.com/portal/clermontfl>

City of Clermont
REQUEST FOR INFORMATION
Intent to Utilize the Sourcewell Contract to Purchase Modular
Bunkerhouse

- I. Introduction
- II. Response Procedures.....

Attachments:

B - Vendor Information

E - OpenGov Vendor Registration

1. Introduction

Thank you for your interest in doing business with the City of Clermont. Vendors interested in responding to this Request for Information (RFI) are encouraged to carefully review the entire solicitation package prior to preparing and submitting a response.

Hardcopy responses may be delivered to:
City of Clermont Procurement Services Department
685 West Montrose Street, 2nd Floor
Clermont, FL 34711

All respondents must be registered with the Florida Department of State and licensed to conduct business in the State of Florida at the time of submittal.

1.1. Summary

Intent to Utilize the Sourcewell Contract to Purchase Modular Bunkerhouse

1.2. Contact Information

Ramsey Jimenez
Procurement Manager
685 W Montrose St
Clermont, FL 34711
Email: rjimenez@clermontfl.org
Phone: [\(352\) 241-7353](tel:(352)241-7353)

Department:
Fire

1.3. Timeline

Solicitation Release Date	November 25, 2025
Question Deadline	December 5, 2025, 12:00pm
Response Deadline	December 5, 2025, 2:00pm

2. Response Procedures

2.1. Electronic Bidding System

The City of Clermont utilizes OpenGov (“Software Administrator”), an e-Procurement System (“Portal”) that provides bid notification and solicitation management services to interested vendors and contractors. Through the Portal, vendors can register online to receive notifications of new solicitations, addenda, and award announcements. Registration and participation in solicitations are free of charge, and no fees will be assessed to awarded vendors.

Vendors with internet access are encouraged to review registration options and create an account at:

 <https://procurement.opengov.com/portal/clermontfl>

The City of Clermont utilizes NIGP Commodity Codes within the Portal to notify registered vendors when new projects are posted that correspond to the commodity codes selected in their vendor profile. Vendors are encouraged to keep their profiles and NIGP codes up to date to ensure they receive relevant notifications.

2.2. Standard RFI

This Request for Information (RFI) is issued to notify vendors of the City of Clermont’s intent to purchase goods or services through an existing contract established by another government entity. This RFI is **not** an invitation to submit a bid or quote and will remain open for **seven (7) business days**.

If no qualified vendors respond to this RFI, the Procurement Services Department will proceed with utilizing the referenced contract.

Purpose

The purpose of this RFI is to identify any vendor capable of providing the products or services listed below in a timely manner. Responses will assist the City in determining whether comparable options are available in the market.

Contract Information

- A. Company Name: BOXX Modular, Inc.
- B. Contract Number and Title: 120822-BXX
- C. Length of Contract: through February 24, 2027
- D. Product or Service Provided: Fire Station 5 temporary bunker house
- E. Estimated Annual Expenditure: \$240,470

Action Required

If your company is capable of providing any of the products or services listed above, please contact the Procurement Services Director by email at fsuarez@clermontfl.org prior to the RFI due date and time to express your interest.

Prospective vendors should submit information describing their company's capabilities and ability to provide the identified product or service. Do not include pricing information.

All responses will be reviewed and evaluated by the Procurement Services Department and the requesting department. These departments will determine whether the product or service offered qualifies as an approved equal to that provided under the referenced contract.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Emergency Purchase Approval and Budget Reallocation <i>FS No. 5 Temporary Site</i>	
Requested Action	
Requesting approval to execute an emergency purchase with GP Construction for the design and construction of a temporary apparatus and equipment bay for the Fire Station 5 temporary site.	
Staff Report	
The Fire Department, recommends approval of this emergency purchase. The temporary Fire Station 5 site requires both a modular bunk house and a secure, weather-protected apparatus bay to support 24/7 staffing and frontline response. While the bunk house is being procured under a separate item, the bunk house must be installed and the apparatus bay must be completed in order to provide sheltered, ISO-recognized storage and operational readiness for the engine, brush truck, and associated equipment assigned to the station. The apparatus bay will be designed and constructed by GP Construction, a qualified local contractor with experience in commercial construction. The scope includes design, site preparations, structural installation, electrical and lighting systems, apparatus bay configuration, storage, and any safety and access requirements necessary for daily operations. Additionally, GP Construction will install the bunk house and perform all necessary site work to ensure all structures are complete, and the station is operational. Emergency Procurement Justification Emergency procurement is warranted due to the time-sensitive nature of placing Fire Station 5 into operation in 2026. Without the apparatus bay, the Fire Department cannot deploy apparatus or housing for equipment at the temporary site. This would delay the launch of fire and EMS coverage in the rapidly developing Wellness Way corridor, resulting in extended response times and reduced service capacity. The City's Procurement Policy (Rev. 3/14/23) and Procurement Procedures (Rev. 11/15/23) authorize emergency purchasing when delays "would seriously impair the necessary function of the City" or when normal processes "would hamper the normal functioning and operation of the City or endanger public health and safety." The apparatus bay is essential to maintaining operational readiness and protecting apparatus from weather exposure. Delaying construction would jeopardize the deployment schedule for Engine 105, limiting the Fire Department's ability to meet response standards in the annexation area. Budget Reallocation This emergency purchase requires a budget reallocation within the Fire Impact Fee fund. The Fire Station 2 Renovation project (16522-66201-22102) currently has \$1,815,934 in available funding. A reallocation in the amount of \$621,184 to prepare the temporary fire station provides \$240,470 for the bunk house and \$380,714 to fund the design and construction of the apparatus bay, perform site work, and install the bunk house.	
Additional Analysis	
Fiscal Impact Summary	
The construction of the temporary fire station is an eligible Fire Impact Fee expenditure, as this structure directly supports new-growth service expansion and enables the Department to initiate operations in the Wellness Way	

corridor prior to completion of the permanent Station 5. The total budget needed for the temporary Fire Station 5 site (bunk house + apparatus bay) is \$621,184. This includes the requested \$240,470 for the bunk house and an additional \$380,714 for the apparatus bay, all required site work, and installation of the bunk house. A budget reallocation is required to move the funds from the Fire Station 2 Renovation project to the Fire Capital Buildings Outlay account.

This action has no impact on the General Fund.

Fund	Account #	Current Budget	Reallocated Amount	Revised Budget
Fund #160 - Fire Impact Fees	16522-66201-22102	\$1,815,934	(\$621,184) <i>(cumulative: bunk house \$240,470 + bay & site work \$380,714)</i>	\$1,194,750
Fund #160 - Fire Impact Fees	16522-66201	\$0	\$621,184	\$621,184

Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. GP Construction Clermont Temp Fire Station Wellness Way Proposal 12.02.25	GP Construction Clermont Temp Fire Station Wellness Way Proposal 12.02.25.pdf	



Date: Dec. 2, 2025

Kevin Hoey

Bid Budget for:

Clermont Temporary Wellness Way Fire Station

Site		
General Conditions/Supervision	\$	14,088
General Liability Insurance	\$	359
Civil Design	\$	10,000
Temp Chain Link Construction Fence	\$	3,500
Survey & As builts	\$	3,780
Site Grading	\$	5,500
Driveway	\$	15,000
Fencing	\$	N/A
Dumpster Enclosure	\$	N/A
Landscaping & Irrigation	\$	20,000
Site Total	\$	72,227
Building		
General Conditions/Supervision	\$	54,287
General Liability Insurance	\$	1,385
Builders Risk Insurance	\$	N/A
Building Design Fee	\$	5,000
Permit and Impact Fees	\$	20,000
Material Testing	\$	6,500
Exterior Building Signage	\$	N/A
Concrete Slab	\$	39,500
Metal Building & Erection	\$	75,400
Framing, Insulation, & Drywall	\$	N/A
Storefront Window	\$	N/A
Roll Up Doors Install	\$	7,500
Doors, Frames, & hardware	\$	N/A
Acoustical	\$	N/A
Flooring	\$	N/A
Sealed Concrete Floor	\$	4,500
Fire Extinguishers	\$	750
Painting	\$	N/A
Fire Protection & Fire Alarm	\$	N/A
Plumbing	\$	8,500
HVAC	\$	N/A
10' BAS Fan	\$	0
Electrical	\$	55,000
Building Total	\$	278,322
Fee	\$	30,165
Total	\$	380,714

Thank you for giving us the opportunity to provide you with our Budget.
Please let me know if you have any questions or need any additional information.

Paul Gaynor
Paul Gaynor

Date 12/2/25



QUALIFICATIONS AND CLARIFICATIONS

Clermont Temporary Fire Station
Wellness Way

- 1 This bid includes an allowance of 5000 for the building permit, subcontractor trade permits and Impact fees. Any other costs related to water meter, connection fees, or other governmental or utility company fees are not included and are assumed to be paid by the Owner.
- 2 Builder's Risk Insurance is not included in this proposal.
- 3 A Payment & Performance Bond is not included in this proposal.
- 4 We have included insurance per our standard coverage.
- 5 The following items are not included in this proposal:
 - A. Removal and/ or handling of hazardous materials, including, but not limited to asbestos. GP Construction shall be held harmless by the Owner should hazardous materials be encountered.
 - B. Equipment/lifts
 - C. Appliances
 - D. After hour work or weekends
 - E. Low Voltage, Cameras, Security
 - F. Furniture
 - G. UPS system / Lightning protection/ Site lighting
 - H. Dewatering
 - I. Fire sprinklers and fire alarms
 - J. Utility work
 - K.
- 6 Electrical number is based on electrical service tie in with 100' of the new building. Provide general lighting and outlets.
- 7 GP Construction assumes we will have unrestricted access to the building throughout the project and adequate storage facilities immediately adjacent to the building for material delivery.
- 8 Plumbing pricing based on water tie in to with in 100' of the new building. To provide two hose bibbs on the exterior of the building.

Metal building price included supply and install. Also includes standard insulation of R13 in the walls and R19 in the roof.
- 9
- 10 Price does not include any Utility work / services for the new building site.
- 11 Site work number is based on minor grading for the building pad.
- 12 Landscaping and Irrigation is base on 15' perimeter around the building.

Price is based on a pad ready site to providing and install new 25'x60' metal building with two man
- 13 doors and one 14'x14' roll up for to house new fire truck. See attached Plan



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Board Appointments		
Requested Action		
Staff Report		
Notice was advertised requesting applications be submitted to the Clerk's office for individuals interested in serving on the available boards. Attached are the applications submitted to the City. The city code requires applicants from the Planning and Zoning Commission to live within the City Limits and be a registered elector of the City for an uninterrupted period of 18 months. The appointments are for a 2-year term. Three residents have applied for the three available seats: Vincent Niemiec, David Colby and Ebo Entsuah. Vincent Niemiec and David Colby are requesting reappointment. Ebo Entsuah previously served on the City Council and the Planning and Zoning Board and is requesting appointment. The Police Officers Pension Board of Trustees requires individuals to be a legal resident of the City of Clermont. Kelly Cartier has requested reappointment for the one opening on the board. A member of the Code Enforcement Board resigned effective December 2, 2025. The city code requires applicants from the Code Enforcement Board to live within the City Limits and be a registered elector of the City for an uninterrupted period of eighteen months. Debra Vallier has applied for the opening of the remaining term of Seat 5.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Board Appointment Requests December 2025	Board Appointment Requests December 2025.pdf	
2. Niemiec, Vincent	Niemiec, Vincent.pdf	
3. Colby, David	Colby, David.pdf	
4. Entsuah, Ebo	Entsuah, Ebo.pdf	
5. Cartier, Kelly	Cartier, Kelly.pdf	
6. Vallier, Debra	Vallier, Debra.pdf	

Board Appointment
Requests

PLANNING & ZONING COMMISSION (3 Seats Available) (Terms ending 12/31/2027)	REQUESTOR	ADDRESS/SUBDIVISION	PRIOR SERVICE TO THE CITY	LIVES IN CITY	REGISTERED CITY VOTER	REQUESTING
	Vincent Niemiec	4569 Barrister	YES	YES	YES	Reappointment
	David Colby	3072 Santa Maria Avenue	YES	YES	YES	Reappointment
	Ebo Entsuah	1128 Seminole Street	YES	YES	YES	Appointment
POLICE OFFICERS PENSION BOARD OF TRUSTEES (1 Seat Available) (Term ending 12/31/2027)	REQUESTOR	ADDRESS/SUBDIVISION	PRIOR SERVICE TO THE CITY	LIVES IN CITY	REGISTERED CITY VOTER	REQUESTING
	Kelly Cartier	1320 W. Lakeshore Drive	YES	YES	YES	Reappointment
CODE ENFORCEMENT BOARD (1 Seat Available) (Term ending 03/31/2027)	REQUESTOR	ADDRESS/SUBDIVISION	PRIOR SERVICE TO THE CITY	LIVES IN CITY	REGISTERED CITY VOTER	REQUESTING
	Debra Vallier	1271 Fran Mar Court	NO	YES	YES	Appointment



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Vincent Niemiec

Home Address: 4569 Barrister Drive, Clermont, FL, 34711

Phone: 646-251-7655 Alternate: n/a

Email: vniemiec12@gmail.com Occupation: Retired NYC Correction Officer

Provide a statement about yourself indicating background experience:
Currently serving on the Planning and Zoning Commission Advisory Board since 2020.
Received Planning & Zoning workshop training.

Describe your understanding of what the Board of Interest does:
Make recommendations concerning development in the city.

Boards previously served on:
Planning and Zoning Commission Advisory Board

Describe the importance of the Board of Interest to the City of Clermont:
To review and make an accurate recommendation on requests for rezoning, conditional use permits, single-family residential development requests and variances to the code.

Describe what you feel you could bring to the Board of Interest:
After serving for 5 years Planning and Zoning Commission Advisory Board and having received P&Z workshop training, I feel my decision on recommendations would be a perfect fit for the board.



Board(s) of Interest: **Please check all that apply**

- ☒ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☐ Community Redevelopment Agency (CRA) Board**
- ☐ Firefighters Pension Board of Trustees*
- ☐ Police Officers Pension Board of Trustees*

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

Questions?

- Contact: City Clerk’s Office – 352-241-7330
- Email: Cityclerk@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- E-mail: Cityclerk@clermontfl.org
- Fax: 352-394-2394



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: David B. Colby
Home Address: 3072 Santa Maria Avenue Clermont FL 34715
Phone: 518 965-1660 Alternate: _____
Email: Dcolby67@gmail.com Occupation: CEO South Lake Chamber - FL.com

Provide a statement about yourself indicating background experience:

Working father of two who lives in Clermont with my wife Andrea and enjoys all this great community has to offer.

Describe your understanding of what the Board of Interest does:

Evaluates the validity of projects before they go forward to the City Council to be approved or denied

Boards previously served on:

Clermont Planning and Zoning Commission - 8 years

Describe the importance of the Board of Interest to the City of Clermont:

Helps ensure good development that makes Clermont a desirable place to live and work

Describe what you feel you could bring to the Board of Interest:

The perspective of a ten year resident, 8 year Commissioner and a wealth of experience in the business community



CITY OF CLERMONT – CITY CLERK’S OFFICE
685 W. MONTROSE ST. – CLERMONT, FL 34711
WWW.CLERMONTFL.GOV

Board(s) of Interest: **Please check all that apply**

- ☒ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☐ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☐ Police Officers Pension Board of Trustees***

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** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

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CITY OF CLERMONT – CITY CLERK'S OFFICE
685 W. MONTROSE ST. – CLERMONT, FL 34711
WWW.CLERMONTFL.GOV

CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Ebo Entsuh

Home Address: 1128 Seminole St.

Phone: 352 255 2436 Alternate: Policy Direct

Email: Eentsuh@gmail.com Occupation: Policy Director

Provide a statement about yourself indicating background experience:
Long time Clermont resident with policy and
gov. experience.

Describe your understanding of what the Board of Interest does:
PNZ is the 1st line of defense for
applicants to build and develop in the city
of Clermont.

Boards previously served on:
Planning & zoning / city council

Describe the importance of the Board of Interest to the City of Clermont:
These boards allow citizens to get involved
in their local gov.

Describe what you feel you could bring to the Board of Interest:
Experience.



CITY OF CLERMONT – CITY CLERK’S OFFICE
685 W. MONTROSE ST. – CLERMONT, FL 34711
WWW.CLERMONTFL.GOV

Board(s) of Interest: **Please check all that apply**

- ☒ Planning and Zoning Commission*
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- ☐ Firefighters Pension Board of Trustees***
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- Email: Cityclerk@clermontfl.org
- Fax: 352-394-2394

EBO ENTSUAH

1128 Seminole Street, Clermont, FL | Eentsuah@gmail.com | (352) 255-2436

Experienced government and public affairs leader with a proven record of impact across education, workforce development, and public policy. Skilled in legislative strategy, coalition-building, and cross-sector engagement, with a strong focus on expanding access and advancing institutional goals. Expertise includes securing appropriations, leading multi-state advocacy efforts, and managing strategic partnerships across K–12, postsecondary, and government sectors. Demonstrated commitment to fiscal stewardship through oversight of multimillion-dollar budgets and funding strategies that align resources with institutional priorities. Committed to advancing good policy through strategic planning, narrative development, and student-centered impact.

EDUCATION

Ed.D.	Doctorate in Educational Leadership & Policy Florida State University, Tallahassee FL	Graduation: 2026
	Dissertation: <i>When the Cleats Come Off: Navigating the Post-Athletic Career Landscape for Division I African American Male Athletes</i>	
J.M	Juris Masters in Legal Studies Florida State University College of Law, Tallahassee FL	
B.S.	Bachelor of Science in International Affairs and Sociology Florida State University, Tallahassee FL	

PROFESSIONAL EMPLOYMENT

Director of Policy Step Up For Students	2025 – Present
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Leading the organization’s policy strategy within the Policy, Innovation, and Empowerment department, this role oversees multiple scholarship programs, ensures compliance with statutory and regulatory requirements, and drives cross-departmental alignment of internal processes with legislative mandates. Core responsibilities include interpreting and implementing statutory and administrative rule changes, managing regulatory reporting and audit readiness, and ensuring organizational policies remain compliant with state and federal law.

Additional duties include drafting and reviewing policy language for legislative and regulatory proposals, monitoring emerging legal and compliance risks, developing innovative policy initiatives to support families and providers, and communicating complex policy updates to internal teams, external partners, and government stakeholders.

Accomplishments:

- Led cross-departmental efforts to simplify and streamline scholarship program policies, handbooks, and purchasing guides, improving operational efficiency and user experience for families, schools, and providers.

- Directed implementation of programmatic policy changes for internal and external audiences, ensuring alignment with statutory and rule requirements.
- Developed innovative policy initiatives that enhanced service delivery for scholarship beneficiaries and program providers.
- Collaborated with internal stakeholders to identify policy challenges, design solutions, and maintain consistency and accuracy across all organizational policies.
- Collaborated with internal stakeholders to identify policy challenges, design solutions, and maintain consistency and accuracy across all organizational policies.

Director of Government Relations

2022 – 2025

Project Lead the Way

Representing the interests of Project Lead the Way, a national non-profit focused on advancing STEM, Workforce Development, and Career and Technical Education (CTE) initiatives, this role involves shaping legislative and policy strategies to drive impactful education outcomes. Responsibilities include developing an annual legislative and political action plan in collaboration with the Senior Vice President of Policy and Government Relations, as well as leading a \$10 million K-12 Computer Science professional development appropriation, successfully directing funds to over 20 school districts across Florida.

Advocacy efforts span engagement with 10 state executive and legislative branches, focusing on policies that directly affect students and teachers. This work has resulted in securing policy victories in five state legislatures, benefiting more than 100,000 students and teachers. Additional responsibilities include writing and editing Op-Eds to communicate policy impacts and scenarios to local and state media outlets and fostering strategic partnerships with over 10 governmental and non-governmental thought leaders to align efforts in advancing education priorities.

Accomplishments:

- Led multi-state government affairs strategy to secure education appropriations and advance legislation expanding access to STEM, CTE, and college readiness programs, directly impacting students and institutions across the country.
- Managed strategic partnerships across K–12 systems, higher education institutions, and policy organizations to align messaging, influence legislation, and drive workforce development initiatives rooted in equity and innovation.
- Authored and supported policy language at the federal, state, and local levels, including in the U.S. House of Representatives and as an elected official, contributing to the passage of workforce, education, and public safety measures.
- Directed crisis communication and advocacy campaigns during legislative sessions, serving as a media spokesperson and publishing op-eds and policy briefings to influence policy makers
- Oversaw the launch of public-private initiatives that created CTE pipelines, expanded instructional capacity, and supported multimillion-dollar appropriation efforts for education and workforce programming.

City Councilman City of Clermont

2020 – 2024

As an elected City Councilman for Clermont, FL, represented a constituency of 50,000 residents while providing leadership and oversight on key municipal initiatives. Duties included managing a \$50 million annual budget, ensuring fiscal responsibility while addressing community needs to promote sustainable growth.

Policy Principal

2020 – 2022

Advanced Energy Economy, Washington D.C.

Advocated on behalf of over 100 energy trade association members, focusing on shaping and advancing legislative and policy strategies within multiple state executive and legislative branches to address critical issues affecting energy industry stakeholders and consumers. Developed and executed comprehensive advocacy strategies in collaboration with policy leads from member companies, including drafting regulatory comments for proceedings at the Florida Public Service Commission.

Coordinated with industry leaders to design and implement advocacy initiatives, resulting in a 40% increase in member engagement with policy discussions. Additionally, authored and edited Op-Eds to communicate policy outcomes and scenarios, amplifying the association's voice in local and state media outlets. These efforts ensured the alignment of industry priorities with regulatory frameworks, driving meaningful progress for both stakeholders and consumers in the energy sector.

Accomplishments:

- Increased member engagement in policy discussions by 40% through the development and implementation of targeted advocacy strategies, strengthening the voice of over 100 energy trade association members in legislative and regulatory processes.
- Successfully influenced regulatory proceedings at the Florida Public Service Commission by coordinating with industry leaders and crafting detailed regulatory comments, ensuring alignment between industry priorities and regulatory outcomes.
- Authored and published Op-Eds in prominent local and state media outlets, effectively raising public awareness and shaping the narrative around key energy policy issues impacting stakeholders and consumers.

Upper School English as a Second Language [ESL] Level 2 Instructor

Montverde Academy, Montverde FL

2018 – 2020

Served as an Upper School English as a Second Language (ESL) Level 2 Instructor at Montverde Academy, a private college preparatory school in Montverde, Florida. Mentored students from over 30 countries, promoting inclusivity and academic success. Tailored the ESL curriculum to meet the various needs of students, resulting in a 25% improvement in language proficiency scores. Fostered an environment of academic growth while supporting students' integration into the broader school community, helping them excel both in language development and overall academic performance.

Legislative Aide

2017 – 2018

U.S. House of Representatives, Rep. Ron DeSantis-Washington, D.C.

Supported U.S. Representative Ron DeSantis by providing legislative expertise across key policy areas including Energy, Education, Space & Technology, and Commerce. Drafted over 20 legislative briefs, supporting decisions on critical bills in these sectors, while overseeing and researching a multifaceted legislative portfolio. Attended hearings and briefings for the House Foreign Affairs Committee and the House Judiciary Committee,

contributing to the legislative process. Additionally, drafted and distributed press releases, op-eds, and statements on behalf of the Congressman, effectively communicating policy positions and updates to the public.

Public Policy Fellow

2017 – 2017

Cavarocchi Ruscio Dennis Associates

Served as a Public Policy Fellow at Cavarocchi Ruscio Dennis Associates (CRD) in Washington, D.C., contributing to strategic government relations and advocacy efforts. Established a biweekly Legislative Update report, tracking key legislation and press releases impacting health care agencies and the State University System of Florida. Secured funding for several non-profit organizations through grant writing initiatives. Additionally, generated official briefings and memorandums related to Congressional hearings, providing critical insights to clients and stakeholders.

PUBLIC AFFAIRS EXPERIENCE

Public Affairs Experience:

- Years experience in public messaging, campaign communications, and stakeholder engagement across nonprofit, legislative, and higher education sectors.
- Developed and implemented media strategies, op-eds, and crisis response communications for elected officials, nonprofits, and education policy coalitions.
- Successfully shaped public narrative through coordinated messaging during policy negotiations, legislative campaigns, and issue advocacy efforts.
- Regularly engage in high-level communication planning with external partners, internal executive leadership, and national education networks.

BOARD & ADVISORY EXPERIENCE

Board Member

2022 – Present

Florida State University Alumni National Board of Directors

Serve as a representative of Florida State University, the FSU Alumni Association (FSUAA), and the National Board of Directors, contributing to the advancement of the university's mission through strategic leadership, policy development, and campaign planning. Provide oversight and guidance to shape the association's direction, drive alumni engagement strategy, and support institutional branding and outreach. As an active member of the Engagement, Membership, & Business Development Committee, lead initiatives that foster alumni involvement and organizational growth. Notably, hold the distinction of being the youngest individual ever appointed to the National Board in Florida State University's history.

Commissioner

2020 – Present

Volunteer Florida

Appointed by the Governor in 2020 as Chair of the External Affairs Committee for Volunteer Florida, officially recognized as the Florida Commission on Community Service. Volunteer Florida receives over \$75 million in federal and state funding to expand national service, promote disaster resiliency, and advocate for volunteerism across the state. As Chair, provided strategic leadership and guidance to enhance the agency's outreach and impact, supporting efforts to engage communities and strengthen Florida's volunteer network. Guided by a

bipartisan board of Commissioners appointed by the Governor and confirmed by the Florida Senate, worked to align policy initiatives with Volunteer Florida's mission to foster service and resilience statewide.

Board Member

2020 – Present

Give a Day Foundation

Give A Day Foundation (GADF) is a nonprofit organization focused on connecting individuals with volunteer opportunities and assisting nonprofits in finding volunteers to support their missions. Through various recruitment channels, including social media, public relations, and referrals, GADF mobilizes people to contribute their time, talents, and energy to meaningful causes. The foundation supports community service through its programs, such as Assist at Home, Champion Circle, and the South Lake Think Tank. Founded to bridge the gap between those who wish to give back and nonprofits in need, GADF makes a positive impact by fostering community involvement. As a board member, I oversee resource development and strategic initiatives to help the foundation achieve its mission.

Board Member

2018 – 2022

Florida State University Young Alumni Council

Served on the Board of Directors for the FSU Young Alumni Council, focused on engaging recent graduates through programs and activities. The council guided the Alumni Association on young alumni matters, creating initiatives to reconnect alumni with the university and advising on ways to improve engagement. Key contributions included selecting honorees for the Reubin O. D'Askew Young Alumni Award and organizing the annual Young Alumni Weekend.

TEACHING EXPERIENCE

English as a Second Language, Level 2

2018 – 2020

Montverde Academy, Montverde FL

Temporary Instructor, Local Government

2018

Montverde Academy, Montverde FL

SERVICE & AWARDS

Aspen Institute Rodel Fellow Class of 2023

Volunteer Florida, Gubernatorial Appointee

Florida Politics, 30 Under 30 Rising Star

Maverick Pac, Future40 Award Winner

Orlando Economic Partnership, Political Leadership Institute Class of 2020

Florida State University Young Alumni Council, Board of Directors

Black Conservative Federation's 30 Most Influential Black Conservatives under 30

Give-A-Day Foundation, Board Member

Florida State University, Football Player



CITY OF CLERMONT CITIZEN BOARD APPLICATION

Name: Kelly Cartier
Home Address: 1320 W. Lakeshore Dr., Clermont, FL 34711
Phone: 407-765-4380 Alternate: 352-394-8279
Email: KCart8279@outlook.com Occupation: Financial Advisor

Provide a statement about yourself indicating background experience:

I have been a financial advisor since 1997.
I own my own business. Cartier Financial located in Clermont.
I am a Certified Financial Planner™
I have lived in Clermont since 1973

Describe your understanding of what the Board of Interest does:

Attend meetings, review investment performance,
pension distributions, & audits. Also sets
investment policy & spending policy.

Boards previously served on:

Currently serving on PD pension board,
Greater Clermont Cancer Foundation Board &
Companions for Courage Board.
Previously served on the Community of South Lake Board & The
Animal League Board.

Describe the importance of the Board of Interest to the City of Clermont:

It's important for the city to have knowledgeable
people overseeing the performance of the police department's
pension board to insure fiduciary responsibilities & regulations
are met by the ~~different~~ different entities serving the board.

Describe what you feel you could bring to the Board of Interest:

My investment & fiduciary knowledge
My understanding of investment policies
statement & spending policies
My understanding of pensions.



CITY OF CLERMONT – CITY CLERK’S OFFICE
685 W. MONTROSE ST. – CLERMONT, FL 34711
WWW.CLERMONTFL.GOV

Board(s) of Interest: **Please check all that apply**

- ☐ Planning and Zoning Commission*
- ☐ Code Enforcement Board*
- ☐ Community Redevelopment Agency Board**
- ☐ Firefighters Pension Board of Trustees***
- ☒ Police Officers Pension Board of Trustees***

Please note:

- Members on boards are required to file an annual Form 1 Financial Disclosure.
- Attach any additional supporting documents relevant to your application.
- **This form becomes a public record once submitted to the City Clerk’s office.**

* Must be a registered elector of the City of Clermont for an uninterrupted period of 18 months prior to application.

** Board Members must reside in or be engaged in business, which means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged, within the area of operation of the agency.

*** Must be a legal resident of the City of Clermont.

Questions?

Contact: City Clerk’s Office – 352-241-7330
Email: Cityclerk@clermontfl.org

Please submit to:

- In person: City Clerk’s Office, 685 W. Montrose Street (2nd Floor), Clermont, FL 34711
- Mail: Tracy Ackroyd Howe, City Clerk, 685 W. Montrose Street or P.O. Box 120219, Clermont, FL 34711
- Email: Cityclerk@clermontfl.org
- Fax: 352-394-2394

Provide a statement about yourself indicating background experience:

As a licensed Realtor, I have extensive experience working with property management, managing my own rentals, working with custom builders, guiding buyers through the construction and design process to meet community codes and standards and city officials to ensure homes meet safety and maintenance standards. My background has given me a solid understanding of zoning, code compliance, and how property conditions affect neighborhood value, esthetics and quality of life. I regularly navigate inspections, repairs, and community regulations, which has strengthened my problem-solving and communication skills.

Through my background in real estate, I've seen how maintaining high standards—whether residential or commercial—protects property values, supports economic growth, and enhances neighborhood pride. I would be honored to contribute my knowledge, integrity, and dedication to the City of Clermont's Code Enforcement Board.

Describe your understanding of what the Board of Interest does:

The Code Enforcement Board serves as a quasi-judicial body that ensures local ordinances and property standards are upheld to protect the health, safety, and welfare of the community. The board reviews cases where code violations have not been resolved, listens to evidence from both the enforcement staff and property owners, and makes fair, impartial decisions based on the facts and applicable laws. Its goal is not to punish but to encourage voluntary compliance, preserve neighborhood integrity, and maintain property values. I understand the importance of treating each case objectively, respecting due process, and applying sound judgment to support a clean, safe, and well-maintained community.

Boards previously served on:

HOA community board and HOA president

Riverside Community Church Youth Leadership Board

Calvary Assembly Church Youth Enrichment Board

Describe the importance of the Board of Interest to the City of Clermont:

As someone with a background in real estate and a deep appreciation for well-maintained communities, I believe the Code Enforcement Board plays a vital role in preserving what makes Clermont such a desirable place to live. The board helps ensure that local ordinances are applied fairly and consistently, protecting property values, neighborhood pride, and the overall appearance of our city.

Having seen firsthand how property upkeep and community standards impact both residents' quality of life and the city's long-term growth, I understand how important it is to strike a balance between accountability and understanding. The Code Enforcement Board encourages voluntary compliance and provides a fair process for resolving issues, helping residents feel heard while maintaining the integrity and charm that define Clermont. I view serving on this board as an opportunity to give back to the community and help support the city's continued success.

What do you feel you could bring to the Borad of Interest:

As both a concerned citizen and a licensed realtor, I bring a unique combination of community awareness, property expertise, and a commitment to fairness. I understand how property conditions, zoning, and maintenance affect neighborhoods, home values, and overall quality of life. My experience working with homeowners gives me insight into the challenges they face, allowing me to approach each case with empathy and balance. I am skilled at listening, communicating clearly, and helping find practical solutions, which supports voluntary compliance and positive outcomes. Above all, I am dedicated to upholding the integrity of Clermont's neighborhoods, ensuring that our community remains safe, well-maintained, and welcoming for all residents and visitors.



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Amendment to Resolution No. 2023-023R		
Requested Action		
Staff Report		
This item has been placed on the agenda at the request of the City Attorney, based on the request of the CUP applicant and permitholder's attorney, Merideth Nagel. The terms of the CUP require that the owner dedicate approximately 1.963 acres to the City as a condition of site plan approval. See: Section 2, No. 8 of Resolution No. 2023-023R and its attached Exhibit B. However, despite site plan approval occurring, the dedication was not made. The City has also issued a temporary certificate of occupancy, but not a final certificate, and will not do so until the dedication has occurred. A dispute has arisen regarding the conditions of the dedication. The owner does not want a skatepark to be on the property and would be comfortable with pickleball courts. The owner contends that the owner and the City had negotiated this to be the use of the property, but that language is lacking in the CUP. Recent communications between the owner and the City indicate the owner may be comfortable with a restriction for public purposes. The City Attorney has no legal objection to a skatepark, pickleball courts, or any other valid public purpose, but defers to the Council. City staff request direction from the City Council regarding what conditions, if any, the City Council will accept on the property dedication.		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. 02_Resolution No. 2023-023R (CUP) - signed[56]	02_Resolution No. 2023-023R (CUP) - signed[56].pdf	
2. Information	Information.docx	

CITY OF CLERMONT
RESOLUTION NO. 2023-023R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW AN AUTOMOTIVE SERVICES AND SALES USE, AND A BUILDING OVER 20,000 SQUARE FEET IN THE C-2 GENERAL COMMERCIAL DISTRICT; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Clermont, Lake County, Florida at a meeting held September 5, 2023 recommended approval of this Conditional Use Permit to allow for an automotive services and sales use and a building greater than 20,000 square feet in the C-2 General Commercial District; at the following location:

LOCATION:

Vacant property northwest of US 27 & SR 50 intersection, north of the Crown Lounge & south of Highland Ave., adjacent to Millholland Street
(Alternate Key # 1592267, 1509971, 1592623, 3821671, 1592771)
8.6 +/- Acres

WHEREAS, from the evidence presented at the public hearing and after consideration of the factors set forth in Sec. 86-144 (d) of the Land Development Code, the City Council finds, that: (1) granting the conditional use permit will not adversely affect the officially adopted comprehensive plan of the city; (2) Such use will not be detrimental to the health, safety or general welfare of persons residing or working in the vicinity; (3) The proposed use will comply with the regulations and conditions specified in the codes for such use; and (4) The proposed use may be considered desirable at the particular location.

WHEREAS, the City Council determines that the application for a conditional use permit meets the criteria set forth in the Land Development Code and otherwise it is in the interest of the general welfare of the City of Clermont, Lake County, Florida to grant this Conditional Use Permit.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clermont, Lake County, Florida that based on the findings stated above and incorporated herein:

This application for a Conditional Use Permit to allow for an automotive services and sales use and a building greater than 20,000 square feet in the C-2 General Commercial District; be granted subject to the following conditions:

SECTION 1: GENERAL CONDITIONS

1. The conditions as set forth in this Conditional Use Permit shall be legally binding upon any heirs, assigns and successors in title or interest.
2. No further expansion of the use or additions to the facility shall be permitted except as approved by another Conditional Use Permit.



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3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.
4. The Fire Inspector shall provide building inspections for life safety requirements and all fire code regulations must be in compliance prior to the issuance of any Building Certificate of Occupancy.
5. The Building Inspector shall inspect all structures and building for compliance and any building code violations shall be corrected before the issuance of the Certificate of Occupancy.
6. The Conditional Use Permit must be executed and processed through the office of the City Clerk within 90 days of its date of approval by the City Council or the permit shall become null and void.
7. The Applicant shall record in the Public Records of Lake County within 90 days of its date of approval by the City Council, a short-form version of this Conditional Use Permit as provided by the City or a form acceptable to the City, to provide notice to all interested parties, the assigns, successors and heirs of the developer/applicant and all future owners of the above-referenced property that the real property described above and contained in the legal description in Exhibit A is subject to the terms and conditions of the Conditional Use Permit.
8. If any of the stated conditions are violated, the applicant understands and agrees that the City Council may open the Conditional Use Permit for further conditions or revoke this Conditional Use Permit by Resolution.
9. No business can occupy any portion of the building(s) after construction and final Certificate of Occupancy unless the proposed business has applied for and obtained a Local Business Tax Receipt from the Clermont Development Services Department.
10. Should approved uses cease operation for more than 180 days, a new Conditional Use Permit shall be required for the same or similar operations.
11. The property shall be developed in substantial accordance with the Conditional Use Plans revised 8-9-23, prepared by Mitch Collins, P.E., Inc., Exhibit B. All new development and/or changes to the subject property must submit for site plan approval by the Site Review Committee prior to the issuance of a zoning clearance or other development permits. The presentation site plan submitted with the Conditional Use Permit application is not the approved and final construction plan.
12. This permit shall become null and void if substantial construction work has not begun within two (2) years of the date of issuance of this Conditional Use Permit. "Substantial construction work" means the commencement and continuous prosecution of construction of required improvements ultimately finalized at completion.

SECTION 2: LAND USE

1. This permit is for up to a single 33,000 square foot building to be used for automotive services and sales use. The site may also consist of a car wash building. Supporting ancillary uses to the car dealership may include and is not limited to; delivery, display and storage of new and pre-owned automobiles, vehicle charging stations and energy products, related parts and accessories, and for related general office purposes. The parcel located on SR 50 may have a glass display unit, no larger than 330 square feet, along with up to 3 additional display pads as shown in Exhibit B. No more than 4 vehicles may be displayed on the outparcel at one time. The outparcel may have one monument sign no larger than 8 feet high by 8 feet wide, with a maximum copy area of 32 square feet per side.
2. The building setbacks will be a minimum of 25 feet from any public rights of ways, which include Millholland Street, Frontage Road and Highland Avenue. The glass display unit shall be located a minimum of 50 feet from SR 50 and 25 feet from Millholland Street. The internal property line setback shall be a minimum of 12 feet.
3. The building shall be designed in a manner that shall meet the City of Clermont's Architectural Standards and be constructed closely as represented in the provided elevation, Exhibit C.
4. The open space, impervious surface ratio, floor area ratio, building height, and the maximum intensity and density shall be in accordance with the Clermont Comprehensive Plan and the Land Development Regulations. The maximum development intensity shall not exceed 0.25 Floor Area Ratio (FAR) and the maximum impervious surface ratio shall not exceed 80 percent for the entire site.
5. Designated vehicle inventory areas where the public is not permitted to park or drive shall not be treated as off-street parking under the Clermont Land Development regulations; but such designated vehicle inventory areas shall be developed in substantially in conformance with the conceptual Conditional Use Plan.
6. The applicant shall be responsible for transportation improvements, including but not limited to: right of way, design, engineering, permitting and construction to the local roadway network identified in Exhibit D. The transportation improvements shall be completed prior to the site receiving a certificate of completion from the City of Clermont and shall at a minimum meet City standards. Millholland Street and Bloxam Avenue improvements shall extend south to match the improvements from SR 50.
7. The site shall be designed and developed to comply with the Clermont Land Development Regulations, including landscape buffers and screening.
8. As a condition prior to Site Plan approval, the applicant shall dedicate to the City the northern 1.963 +/- acres, as indicated on Exhibit B. The applicant will provide stormwater treatment and storage for this parcel within the dealership parcel and will be designed to accommodate an 80% ISR calculation for the donated parcel.
9. No outside speaker systems shall be permitted.

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10. Any form of non-permitted advertisement consisting of, but not limited to flags, banners, inflatables or lighting is prohibited.
11. The use of the outparcel, adjacent to SR 50, shall only be used for a display area for the automotive dealership that is on the main parcel. If the dealership ceases to remain in operation for a period longer than 180 days, then the outparcel will no longer be available for display and will only be permitted for C-2 General Commercial uses. Any sign placed on the outparcel shall be in accordance with City Code and shall be located so as not to obstruct visibility of the existing Crown Lounge sign.
12. Delivery of vehicles shall only occur during normal business hours.

SECTION 3: CONFLICT

All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 4: SEVERABILITY

If any portion of this Resolution is declared invalid, the invalidated portion shall be severed from the remainder of the Resolution, and the remainder of the Resolution shall continue in full force and effect as if enacted without the invalidated portion, except in cases where such continued validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Resolution as a whole.

SECTION 5: ADMINISTRATIVE CORRECTION

This Resolution may be re-numbered or re-lettered, and/or corrected for typographical and/or scrivener's errors which do not affect the intent of said resolution, as authorized by the City Manager or designee, without need of public hearing, by filing a corrected copy of same with the City Clerk.

SECTION 6: PUBLICATION AND EFFECTIVE DATE

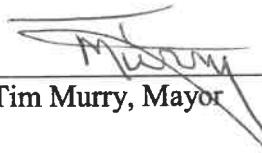
This Resolution shall take effect immediately upon its adoption.



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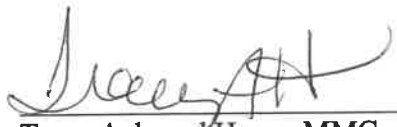
DONE AND RESOLVED by the Mayor of the City Council of the City of Clermont, Lake County, Florida, this 12th day of September 2023.

CITY OF CLERMONT



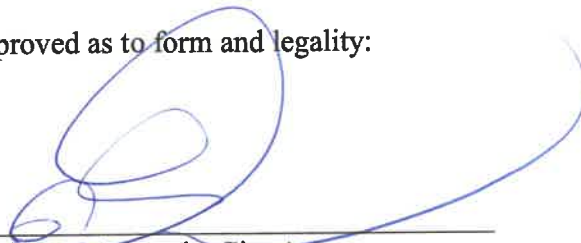
Tim Murry, Mayor

ATTEST:



Tracy Ackroyd Howe, MMC
City Clerk

Approved as to form and legality:



Daniel F. Mantzaris, City Attorney



CITY OF CLERMONT
RESOLUTION NO. 2023-023R

Exhibit A – Legal Description:

PARCEL 1:

NORTH 100 FEET OF SE ¼ OF THE SE ¼ SOUTH OF HIGHLAND AVENUE AND WEST OF HIGHWAY 27, SECTION 19, TOWNSHIP 22, RANGE 26, LAKE COUNTY, FLORIDA.

AND

PARCEL 2:

THAT PORTION OF THE SE ¼ OF THE SE ¼ OF SECTION 19, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, LYING SOUTH OF HIGHLAND AVENUE AND WEST OF U.S. HIGHWAY NO. 27. LESS AND EXCEPT THE NORTH 100 FEET THEREOF.

AND

THAT PORTION OF THE NE ¼ OF SECTION 30, TOWNSHIP 22 SOUTH, RANGE 26 EAST. LAKE COUNTY, FLORIDA, LYING WEST OF U.S. HIGHWAY NO.27; ALL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT A POINT ON THE SOUTH RIGHT OF WAY LINE OF HIGHLAND AVENUE AND THE EAST RIGHT OF WAY LINE OF MILLHOLLAND STREET, ACCORDING TO THE PLAT OF THE CITY OF CLERMONT RECORDED IN PLAT BOOK 8, PAGES 17-23, INCLUSIVE , RUN SOUTH ALONG THE EAST RIGHT OF WAY LINE OF SAID MILLHOLLAND STREET 100 FEET TO THE POINT OF BEGINNING; CONTINUE SOUTHERLY ALONG SAID EAST RIGHT OF WAY LINE 500 FEET; THENCE DEPARTING SAID RIGHT OF WAY LINE, RUN EASTERLY PARALLEL WITH THE AFORESAID SOUTH RIGHT OF WAY LINE OF HIGHLAND AVENUE TO THE WESTERLY RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 27 AND A POINT DESIGNATED "A"; RETURN TO POINT OF BEGINNING AND RUN EASTERLY PARALLEL WITH SAID SOUTH RIGHT OF WAY LINE OF HIGHLAND AVE TO THE WESTERLY RIGHT OF WAY LINE OF U.S. HIGHWAY NO. 27; THENCE SOUTHERLY ALONG SAID WESTERLY RIGHT OF WAY LINE TO POINT "A".

AND

PARCEL 3:

THAT FRACTIONAL PART OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 30, TOWNSHIP 22 SOUTH, RANGE 26 EAST, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST RIGHT-OF-WAY LINE OF STATE ROAD 25 (U.S. 27) (FORMERLY STATE ROAD 8-A, FEDERAL ROUTE 19) 654.7 FEET SOUTH OF THE CENTERLINE OF HIGHLAND AVENUE, AS REPRESENTED ON THE OFFICIAL MAP OF CITY OF CLERMONT FILED 2/4/26 AND RECORDED IN PLAT BOOK 8, PAGES 17-23 INCLUSIVE, LAKE COUNTY, FLORIDA; RUN THENCE WESTERLY AND PARALLEL TO THE CENTERLINE OF SAID HIGHLAND AVENUE 412.3 FT.,



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MORE OR LESS, TO THE EAST RIGHT-OF-WAY LINE OF MILHOLLAND STREET, AS REPRESENTED ON SAID OFFICIAL MAP OF THE CITY OF CLERMONT; THENCE SOUTHERLY ALONG THE EAST RIGHT-OF-WAY LINE OF SAID MILHOLLAND STREET 201.4 FEET; THENCE EASTERLY AND PARALLEL TO CENTER LINE OF SAID HIGHLAND AVENUE 224.4 FEET; THENCE SOUTH 84°12' EAST, 175 FEET TO THE RIGHT-OF-WAY LINE OF STATE ROAD 50 AND SAID STATE ROAD 25; THENCE NORTHERLY ALONG SAID RIGHT-OF-WAY LINE OF SAID STATE ROAD 25, 219.59 FEET TO THE POINT OF BEGINNING.

AND

PARCEL 4:

THAT FRACTIONAL PART OF THE EAST HALF OF THE NORTHEAST QUARTER (EAST 1/2 OF NORTHEAST 1/4) OF SECTION 30, TOWNSHIP 22 SOUTH, RANGE 26 EAST; AND THAT FRACTIONAL PART OF SOUTHEAST QUARTER OF SOUTHEAST QUARTER (SOUTHEAST 1/4 OF SOUTHEAST 1/4) OF SECTION 19, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LYING SOUTH OF HIGHLAND AVENUE, EAST OF MILLHOLLAND STREET AND WEST OF STATE ROAD 25 (U.S. 27) (FORMERLY STATE ROAD 8A, FEDERAL ROUTE NO. 19), DESCRIBED AS: BEGINNING AT THE POINT OF INTERSECTION OF THE SOUTHERN BOUNDARY OF HIGHLAND AVENUE AS REPRESENTED ON THE OFFICIAL MAP OF THE CITY OF CLERMONT, DULY FILED AND RECORDED IN PLAT BOOK 8, PAGES 17-23, INCLUSIVE, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, WITH THE WESTERN RIGHT-OF-WAY LINE OF SAID STATE ROAD 25 AND RUN SOUTHERLY ALONG SAID WESTERN RIGHT-OF-WAY 624.7 FEET, MORE OR LESS, TO INTERSECT THE NORTHEASTERN CORNER OF THE LANDS OF R.C.B. HOLDINGS; RUN THENCE WESTERLY AND PARALLEL TO THE CENTER LINE OF SAID HIGHLANDS AVENUE 412.3 FEET, MORE OR LESS, TO THE EASTERN RIGHT-OF-WAY LINE OF MILLHOLLAND STREET, AS REPRESENTED ON SAID OFFICIAL MAP OF THE CITY OF CLERMONT; THENCE NORTHERLY ALONG THE EASTERN RIGHT-OF-WAY LINE OF SAID MILLHOLLAND STREET TO THE SOUTHERN RIGHT-OF-WAY LINE OF SAID HIGHLAND AVENUE; THENCE EASTERLY ALONG THE SOUTHERN RIGHT-OF-WAY LINE OF THE SAID HIGHLAND AVENUE TO THE BEGINNING POINT, LESS THE NORTH 100 FEET THEREFROM; AND LESS ANY RIGHT-OF-WAY FOR AN ACCESS ROAD FROM AND TO STATE ROAD 25, U.S. 27.

LESS AND EXCEPT: FROM THE ABOVE LANDS THE FOLLOWING DESCRIBED PROPERTY:

THAT PORTION OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 19, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, LYING SOUTH OF HIGHLAND AVENUE AND WEST OF U.S. HIGHWAY NO. 27. LESS AND EXCEPT THE NORTH 100 FEET THEREOF.

AND

THAT PORTION OF THE NORTHEAST 1/4 OF SECTION 30, TOWNSHIP 22 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, LYING WEST OF U.S. HIGHWAY NO. 27; ALL BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

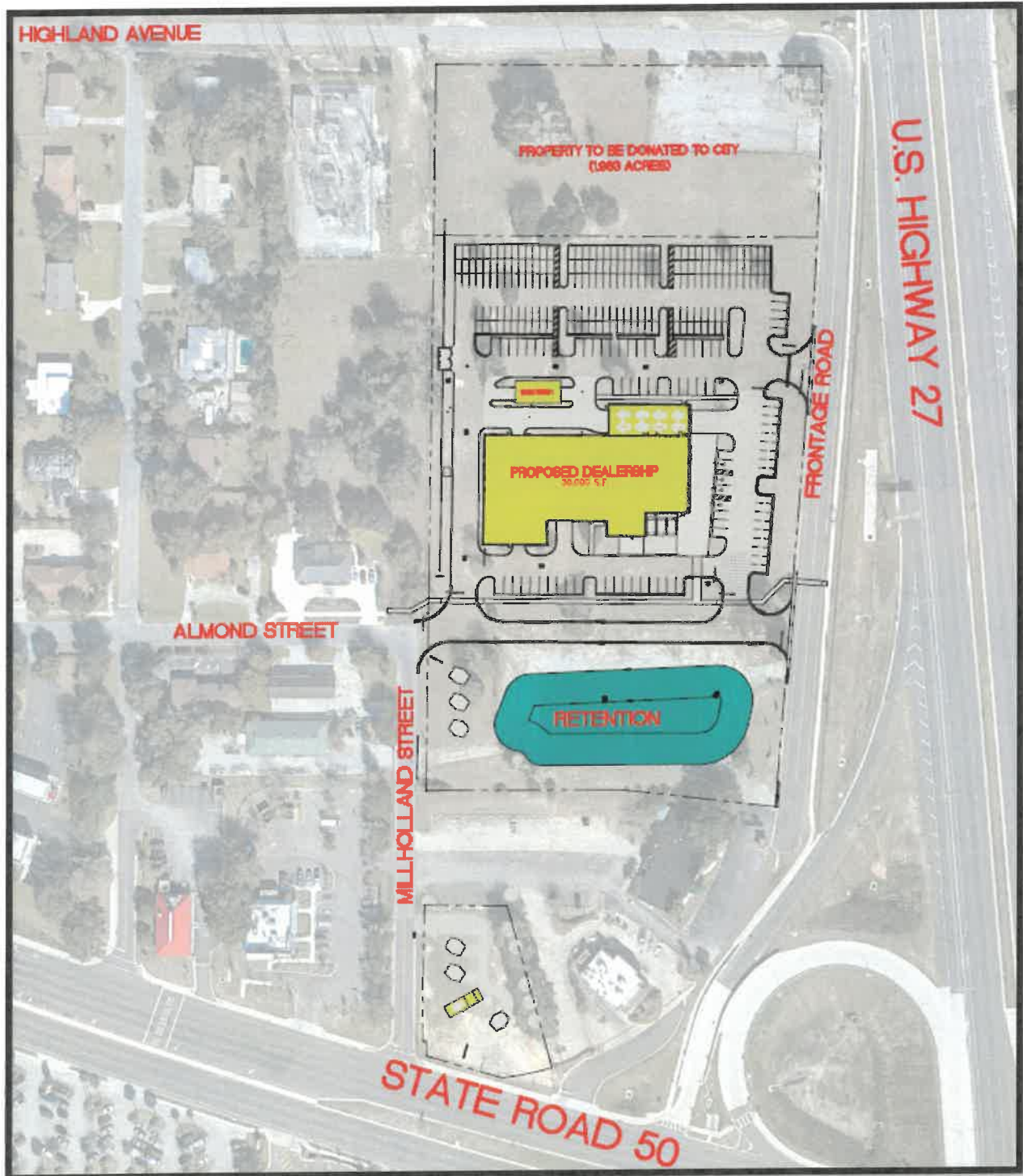


CITY OF CLERMONT
RESOLUTION NO. 2023-023R

COMMENCE AT A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF HIGHLAND AVENUE AND THE EAST RIGHT-OF-WAY LINE OF MILLHOLLAND STREET, ACCORDING TO THE PLAT OF THE CITY OF CLERMONT RECORDED IN PLAT BOOK 8, PAGES 17 THROUGH 23, INCLUSIVE, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; RUN SOUTH ALONG THE EAST RIGHT-OF-WAY LINE OF SAID MILLHOLLAND STREET 100 FEET TO THE POINT OF BEGINNING; CONTINUE SOUTHERLY ALONG SAID EAST RIGHT-OF-WAY LINE 500 FEET; THENCE DEPARTING SAID RIGHT-OF-WAY LINE, RUN EASTERLY PARALLEL WITH THE AFORESAID SOUTH RIGHT-OF-WAY LINE OF HIGHLAND AVENUE TO THE WESTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 27 AND A POINT DESIGNATED "A"; RETURN TO POINT OF BEGINNING AND RUN EASTERLY PARALLEL WITH SAID SOUTH RIGHT-OF-WAY LINE OF HIGHLAND AVENUE TO THE WESTERLY RIGHT-OF-WAY LINE OF U.S. HIGHWAY NO. 27; THENCE SOUTHERLY ALONG SAID WESTERLY RIGHT-OF-WAY TO POINT "A".

CITY OF CLERMONT
RESOLUTION NO. 2023-023R

Exhibit B:
Overall Site Plan



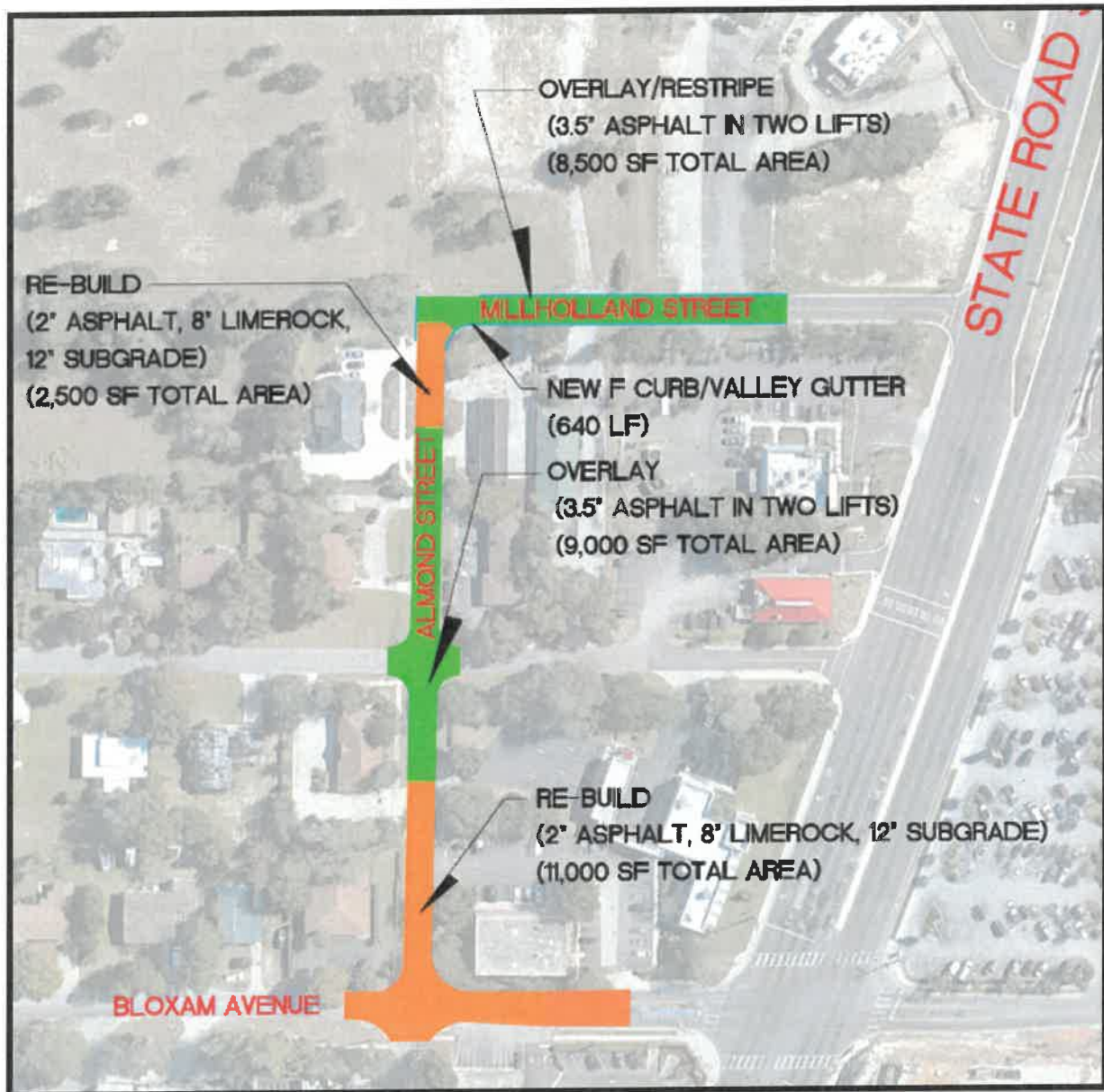
CITY OF CLERMONT
RESOLUTION NO. 2023-023R

Exhibit C:
Sample Elevation



CITY OF CLERMONT
RESOLUTION NO. 2023-023R

Exhibit D:
Transportation Improvements



From: Merideth Nagel <merideth.nagel@mnagellaw.com>
Date: Wednesday, November 12, 2025 at 9:35 AM
To: Christian Waugh <cwaugh@waugh.legal>, rwanwagner@clermontfl.org
<rwanwagner@clermontfl.org>
Cc: Tim Murry <tmurry@clermontfl.org>, Alison Strange <astrange@clermontfl.org>, cmymers@clermontfl.org <cmymers@clermontfl.org>, wpetersen@clermontfl.org
<wpetersen@clermontfl.org>, Joe Gunther <joeg@guntherdelray.com>, George "Jay" Bloder <jay.bloder@mnagellaw.com>, Jamie O'Neill <jamie.oneill@mnagellaw.com>, Johanne Gonzalez <johanne.gonzalez@mnagellaw.com>
Subject: Volkswagen Agenda Item

Christian,

I have not seen your proposed agenda and/or any other documentation sufficient to determine how you are presenting to the council and public the issue of the Exhibit C deed restrictions for the 1.93 acres at issue.

To be very clear, we are advocating for a parks and recreation use restriction. I am not certain that the city is yet in a position to determine what particular use would be appropriate at that particular location. I will always advocate on behalf of my client that the particular use chosen is thoughtfully considered as to the impact on my client's property. For example, in speaking with the council members I have yet spoken with I have raised a clear concern as to the use as a skate park because of the expected users and the potential for destruction/damage to vehicles sitting a fence-hop away.

I would hate to see a particular use be set in stone that might, over time as interest in particular recreational activities wane in importance, be detrimental. My client and I were advocating hard for pickleball, but in the context that we wanted to prevent the sale of the property to the next-door neighbors, or any other particular developer or money-making efforts. My client remains committed to being a part of the redevelopment of the Lincoln Park area for the good of the city as a whole, and the nearby residents.

If you have any questions, please advise. And, I welcome the opportunity to answer any questions council members may have in advance of the meeting.

Merideth



Merideth C. Nagel, J.D., L.L.M.
Licensed to Practice in Florida, Texas, and Illinois.



352-394-7408 | MNAGELLAW.COM
Offices: Clermont - Wildwood - Winter Garden

“Let us move forward with **love**, not conquest; **humility**, not righteousness; **generous curiosity**, not hardened assumptions. It is a magnificent thing to be alive in a moment that matters so much. Let us proceed with broken-open hearts, seeking truth, summoning courage and focused on solutions.” **Onward**, by Johnson & Wilkinson



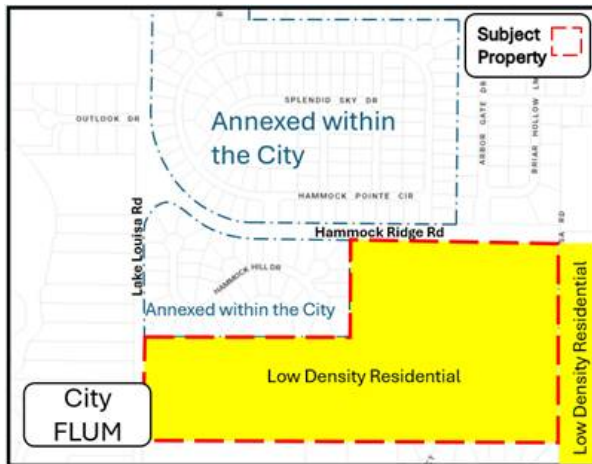
CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Ordinance No. 2025-039 <i>Intro/ Transmittal</i> <i>Ivey Ridge LSCPA</i>	
Requested Action	
Recommend transmittal of Ordinance No. 2025-039.	
Staff Report	

This item was tabled at the November 18th City Council meeting to discuss with the applicant possible improvements in the plan. The City, as the applicant, is requesting a Large-Scale Comprehensive Plan Amendment and Rezoning of the Subject property as a follow-up to the staff-initiated annexation request. The property is located southeast of Lake Louisa Road and Hammock Ridge Road intersection and is approximately 57.34 +/- acres. The property was approved under PUD Ordinance No. 2020-03 in Lake County for up to 155 single-family dwelling units. The property is currently moving forward, and construction activity is starting. The property was annexed prior to building permit issuance to capture \$1.8 million dollars' worth of impact fees for the City of Clermont.



On June 10th, 2025, the City Council approved the Annexation of the subject property with the understanding that a Large-Scale Comprehensive Plan Amendment and Rezoning at a future date in time would occur to designate the property with the applicable future land use and zoning designations. Staff is proceeding to complete the process at this time.

The current zoning of the property within Lake County is Planned Unit Development (PUD) with the Urban Low Density future land use category. The compatible zoning within the City would be Planned Unit Development (PUD) with a future land use designation of Low-Density Residential. The abutting future land use adjacent to the east within the City is Low-Density Residential, which is the established Foxchase Subdivision.

This application is being presented to the City Council to make a recommendation for transmittal due to the required review by the State of Florida Department of Economic Opportunity (DEO) for the amendment to the Comprehensive Plan for projects greater than 50 acres. If transmitted, then DEO and other State agencies will review and render their comments prior to a public hearing on the adoption of this amendment. The anticipated adoption hearing will be in January/February 2026 before City Council.

The change in the future land use to the City's Low-Density Residential does not propose a conflict between the existing uses and land uses within the area. The proposed future land use is consistent with the City's Comprehensive Plan due to the use being consistent with the remainder of the plan and its goals, objectives and policies. *The Planning and Zoning Commission recommended approval, 5-0.* Staff recommends transmittal of the Large-Scale Comprehensive Plan Amendment, Ordinance NO. 2025-039.

Additional Analysis

Fiscal Impact Summary

None on the current operating budget.

Fiscal Impact

Fund Number and Description

Available Budget Amount

Exhibits Attached (copies of original agreements)

- | | | |
|----|--|--|
| 1. | Ord 2025-039 Ivey Ridge LSCPA (11.12.2025) | Ord 2025-039 Ivey Ridge LSCPA (11.12.2025).pdf |
| 2. | Location Maps | Location Maps.pdf |
| 3. | 06.10.2025 - City Council Minutes excerpt | 06.10.2025 - City Council Minutes excerpt.pdf |
| 4. | Legal ad-Ivey Ridge LSCPA PZ-Transmittal | Legal ad-Ivey Ridge LSCPA PZ-Transmittal.pdf |



CITY OF CLERMONT
ORDINANCE NO. 2025-039

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT FOR THE CITY OF CLERMONT, FLORIDA, PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; SETTING FORTH THE AUTHORITY FOR ADOPTION OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; SETTING FORTH THE PURPOSE AND INTENT OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR CONFLICT, SEVERABILITY, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the Comprehensive Plan of the City of Clermont was adopted by the City of Clermont on June 23, 2009, in accordance with the Local Government Planning and Land Development Regulations Act of 1985, Chapter 163, Part II, Florida Statutes; and

WHEREAS, the Comprehensive Plan of the City of Clermont may be amended pursuant to Florida Statute 163.3187; and

WHEREAS, the Planning and Zoning Commission, acting as the Local Planning Agency, held a public hearing and made recommendations to the City Council for amendments to the plan; and

WHEREAS, the City Council of the City of Clermont held public hearings on the proposed amendments to the plan in light of written comments, proposals and objections from the general public;

NOW THEREFORE BE IT RESOLVED AND ENACTED, by the City Council of the City of Clermont, Lake County, Florida that:

SECTION 1:

After public hearings held by the City of Clermont Local Planning Agency and the Clermont City Council, the Future Land Use Map of the Comprehensive Plan of the City of Clermont is hereby amended by changing the following described property as shown:

LEGAL DESCRIPTION

TRACTS 45 AND 46 AND PORTIONS OF TRACTS 35 AND 36, MONTE VISTA PARK FARMS ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 2, PAGE 27 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA TOGETHER WITH UNPLATTED PORTIONS OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY FLORIDA.



CITY OF CLERMONT
ORDINANCE NO. 2025-039

BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHEAST CORNER OF HAMMOCK RESERVE ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 64, PAGES 78 AND 79 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA ALSO BEING A POINT ON THE WEST LINE OF AFORESAID TRACT 36 AND A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF HAMMOCK RIDGE ROAD ACCORDING TO OFFICIAL RECORDS BOOK 2772, PAGE 1175 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN THE FOLLOWING TWO COURSES ALONG SAID SOUTH RIGHT-OF-WAY LINE: SOUTH 89°52'24" EAST FOR A DISTANCE OF 527.16 FEET; THENCE RUN SOUTH 88°20' 51" EAST FOR A DISTANCE OF 781.25 FEET TO A POINT ON THE WEST RIGHT-OF-WAY LINE OF EAST LAKE LOUISA ROAD AS MAINTAINED BY LAKE COUNTY, FLORIDA; THENCE RUN SOUTH 00°35'41" WEST ALONG SAID WEST RIGHT-OF-WAY LINE FOR A DISTANCE OF 588.51 FEET TO THE SOUTH LINE OF THE SOUTHERLY LIMITS OF SAID MAINTAINED EAST LAKE LOUISA ROAD; THENCE RUN SOUTH 89°42'36" EAST, ALONG SAID SOUTH LINE FOR A DISTANCE OF 10.00 FEET TO THE NORTHEAST CORNER OF SAID TRACT 46; THENCE RUN SOUTH 00°35'41" WEST, ALONG THE EAST LINE OF SAID TRACT 46 FOR A DISTANCE OF 649.44 FEET TO A POINT ON THE NORTH LINE OF A 15.00 FOOT WIDE UNNAMED, UNIMPROVED RIGHT-OF-WAY ACCORDING TO AFORESAID PLAT BOOK 2, PAGE 27; THENCE RUN NORTH 89°44'18" WEST ALONG SAID NORTH RIGHT-OF-WAY LINE FOR A DISTANCE OF 1321.77 FEET TO A POINT ON THE WEST LINE OF THAT CERTAIN VACATED RIGHT-OF-WAY ACCORDING TO OFFICIAL RECORDS BOOK 3418, PAGE 1519 OF SAID PUBLIC RECORDS; THENCE RUN SOUTH 00°48'59" WEST ALONG SAID WEST VACATED RIGHT-OF-WAY LINE FOR A DISTANCE OF 15.00 FEET TO THE NORTHWEST CORNER OF THE ORANGES - PHASE 2 AS RECORDED IN PLAT BOOK 33, PAGES 63 THROUGH 65 OF AFORESAID PUBLIC RECORDS AND THE SOUTH LINE OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE RUN NORTH 89°46'34" WEST ALONG SAID SOUTH LINE OF SAID SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 6 FOR A DISTANCE OF 1290.91 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF LAKE LOUISA ROAD, ACCORDING TO LAKE COUNTY MAINTENANCE MAP, ROAD MAP BOOK 5, PAGES 6 THROUGH 9 OF SAID PUBLIC RECORDS; THENCE RUN ALONG SAID EAST RIGHT-OF-WAY LINE THE FOLLOWING THREE (3) BEARING AND DISTANCES: THENCE RUN NORTH 00°36'20" EAST FOR A DISTANCE OF 298.05 FEET; THENCE RUN SOUTH 89°59'55" EAST FOR A DISTANCE OF 8.00 FEET; THENCE RUN NORTH 00°36'20" EAST FOR A DISTANCE OF 362.02 FEET TO A POINT ON THE SOUTH LINE OF AFORESAID HAMMOCK RESERVE; THENCE RUN SOUTH 89°59'55" EAST ALONG SAID SOUTH LINE FOR A DISTANCE OF 1285.40 FEET TO THE SOUTHEAST CORNER OF SAID HAMMOCK RESERVE; THENCE RUN NORTH 00°41'15" EAST ALONG THE EAST LINE OF SAID HAMMOCK RESERVE ALSO BEING THE WEST LINE OF AFORESAID TRACT 36 FOR A DISTANCE OF 605.59 FEET TO THE POINT OF BEGINNING.

CONTAINS 57.34 ACRES MORE OR LESS.

CITY OF CLERMONT
ORDINANCE NO. 2025-039

LOCATION:

Ivey Ridge Subdivision
Vacant parcels located southeast of
Lake Louisa Road and Hammock Ridge Road intersection, adjacent to Foxchase
57.34 +/- Acres



CHANGE THE FUTURE LAND USE CLASSIFICATION:

**FROM: LAKE COUNTY URBAN LOW
TO: CITY OF CLERMONT LOW DENSITY RESIDENTIAL**

SECTION 2: CONFLICT

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 3: SEVERABILITY

Should any Section or part of this Section be declared invalid by any court of competent jurisdiction, such adjudications shall not apply to or affect any other provision of this Ordinance, except to the extent that the entire Section or part of the Section may be inseparable in meaning and effect from the Section to which such holding shall apply.



CITY OF CLERMONT
ORDINANCE NO. 2025-039

SECTION 4: ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR

This Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 5: PUBLICATION AND EFFECTIVE DATE

This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.



CITY OF CLERMONT
ORDINANCE NO. 2025-039

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida, this 27th day of January, 2026.

CITY OF CLERMONT

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

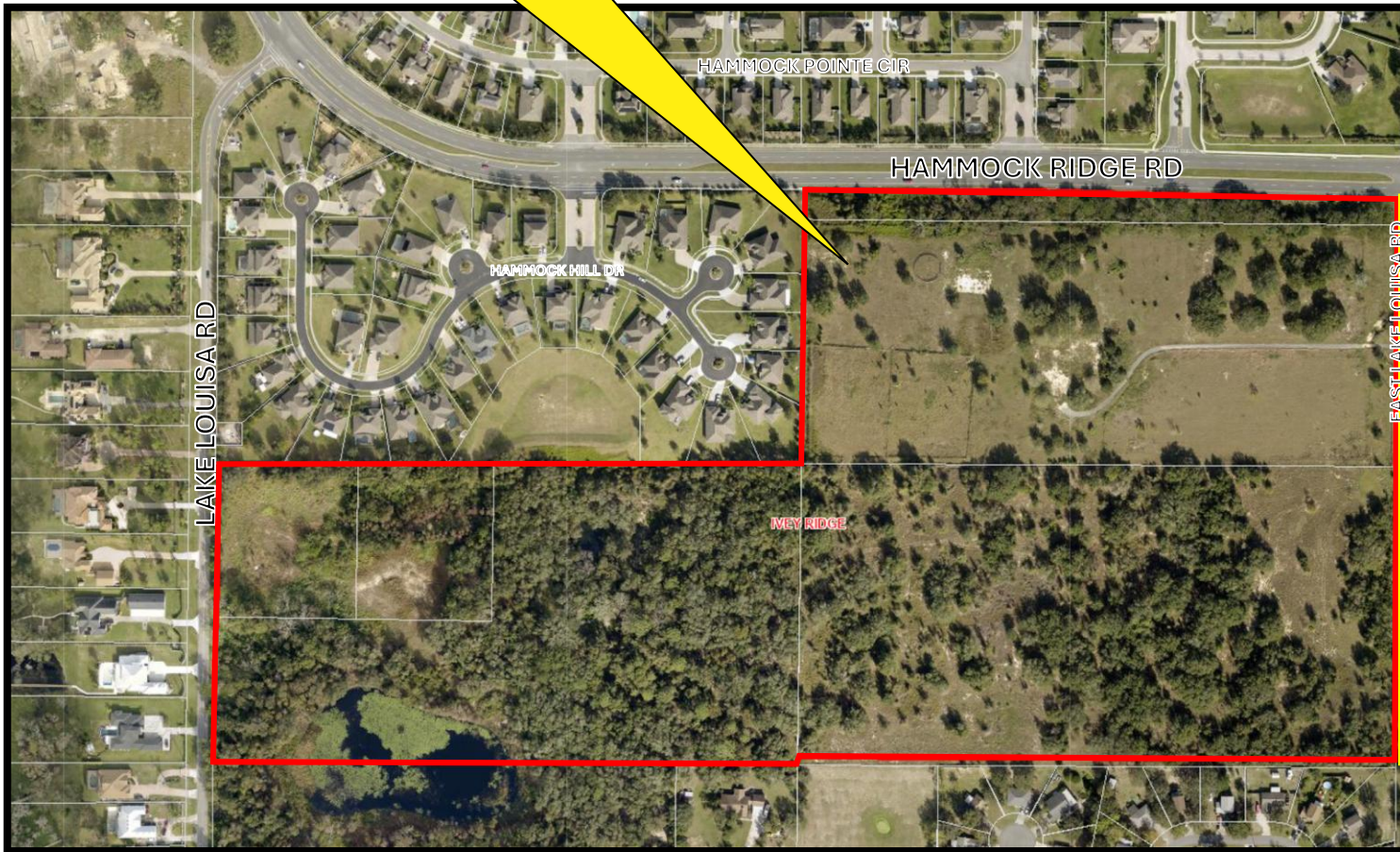
Approved as to form and legality:

Christian W. Waugh, City Attorney

Site:
 Future Land Use from
 Lake County
 Urban Low Density
 To
 City of Clermont
 Low Density Residential



**2025-039
 Before**



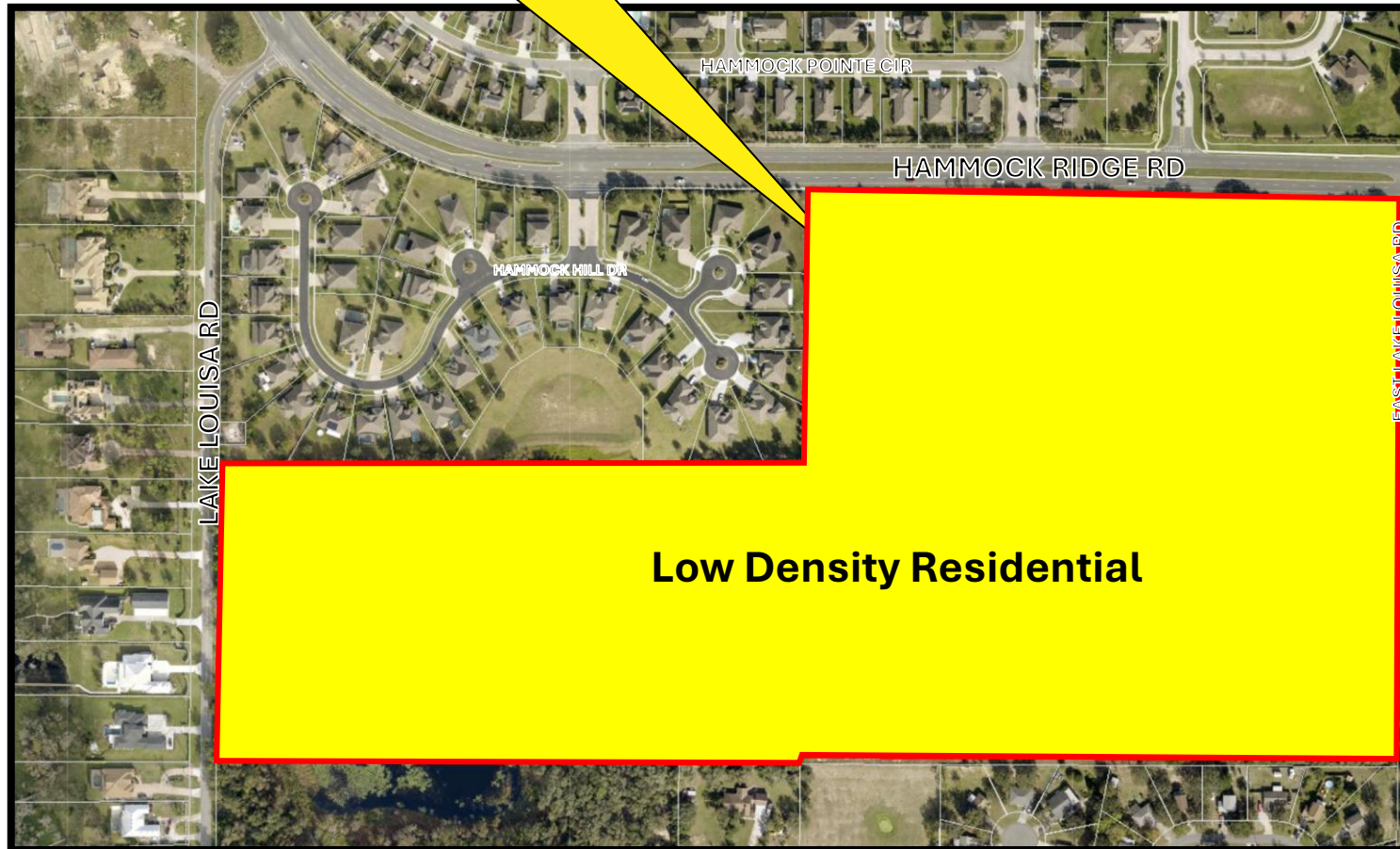
- Clermont Future Land Use
- Commercial
 - Conservation
 - Downtown MU
 - High Density Residential
 - Industrial
 - Low Density Residential
 - Master Planned Development
 - Medium Density Residential
 - Multi Use W District & Neighborhood
 - Neighborhood District
 - Office
 - Parks
 - Public Fac/Institutional
 - Residential/Office



Site:
 Future Land Use from
 Lake County
 Urban Low Density
 To
 City of Clermont
 Low Density Residential



2025-039
After



- Clermont Future Land Use
- Commercial
 - Conservation
 - Downtown MU
 - High Density Residential
 - Industrial
 - Low Density Residential
 - Master Planned Development
 - Medium Density Residential
 - Multi Use W District & Neighborhood
 - Neighborhood District
 - Office
 - Parks
 - Public Fac/Institutional
 - Residential/Office



City of Clermont
MINUTES
REGULAR COUNCIL MEETING
June 10, 2025

Item No. 9 – Ordinance No. 2025-019, Ivey Ridge Annexation Final

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND IN ACCORDANCE WITH THE INTERLOCAL SERVICE BOUNDARY AGREEMENT DATED DECEMBER 2, 2014; PROVIDING FOR CONFLICT, SERVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

Deputy City Clerk Wisniewski read the title aloud.

Development Services Director Henschel presented the item. The City is requesting annexation of the subject parcel as authorized by the utility agreement with the property owner through the notice of encumbrance to annex provision. The agreement with the City was executed on November 8, 2022. The property is being developed and will be receiving wastewater services from the City. The property, approximately 60.51 acres, was approved for 155 residential single-family dwelling units in the Planned Unit Development. The annexation is being requested in order to allow the building permits to be issued by the City of Clermont.

The related request for a comprehensive plan amendment and rezoning request will come at a later date and will be very similar to what has been approved in Lake County. The current zoning is Planned Unit Development and the current future land use is Urban Low in Lake County. In order to expedite the process, staff recommends approval of annexation Ordinance 2025-019.

Mayor Murry opened public comments.

Devin Marie, Madarin Drive – expressed concern with the traffic and the endangered species fleeing the area.

Mayor Murry closed public comments.

Council Member Howard stated that the project will get built, the City annexes the property and collects the Impact Fees for the services we will be providing or it stays in the County and the City gets nothing and still provides the services.

Mayor Murry informed the public that the City provides services due to an agreement with Lake County.

Council Member Howard motioned to approve Item No. 9 Ordinance No. 2025-019, Ivey Ridge Annexation Final; seconded by Council Member Myers. Passed unanimously 5-0 with all members present voicing aye.

Mayor Murry informed the public that if gopher turtles are found on the property they must be removed prior to beginning construction.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
June 10, 2025

Item No. 10 – Ordinance No. 2025-020, *McKinnon Groves Annexation Final*

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND IN ACCORDANCE WITH THE INTERLOCAL SERVICE BOUNDARY AGREEMENT DATED DECEMBER 2, 2014; PROVIDING FOR CONFLICT, SERVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

Deputy City Clerk Wisniewski read the title aloud.

Development Services Planner Kruse presented the item. The City is requesting annexation of the subject parcel as authorized by the utility agreement with the property owner through the notice of encumbrance to annex provision. The agreement with the City was executed on October 25, 2022. The property is being developed and will be receiving water and sewer services from the City.

The property, approximately 357 acres, was approved for a maximum of 660 single-family dwelling units and a minimum of 48 acres of non-residential development, which is approximately 520,000 square feet of commercial, office/personal services, and public/institution uses. The annexation is being requested in order to allow the building permits to be issued by the City of Clermont.

The related request for a comprehensive plan amendment and rezoning request will come at a later date and will be very similar to what has been approved in Lake County. In order to expedite the process, staff recommends approval of the revised annexation Ordinance 2025-019 that expressly makes it clear in the event of a conflict, the terms of the Planned Unit Development control over the City Code. The document is provided in the supplemental folder.

Council Member Strange requested City Attorney Waugh speak on the change in the Ordinance.

City Attorney Waugh the language was already implied, this states that.

Mayor Murry opened public comments.

Vincent Niemiec, Regency Hills – spoke about traffic on Hartwood Marsh Road.

Chris Roper, Akerman Law Firm – spoke about the revisions to the annexation to capture what was implied. Requested to move the annexation date to 14 days versus the 90 days to submit permits through the City and not the County.

Mayor Murry closed public comments.

Council Member Strange asked Mr. Roper if the annexation includes all properties or just a portion of the property listed as McKinnon Groves.

Mr. Roper stated that annexation includes the entirety of the property which includes residential and commercial.

Discussion ensued on where commercial buildings will go on the property, the wildlife corridor, Wellness Way standards and the land for a Fire Station.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
June 10, 2025

Council Member Howard explained where the piece of property is located and development of the surrounding properties.

Council Member Howard motioned to approve Item No. 10 Ordinance No. 2025-020, McKinnon Groves Annexation Final; seconded by Council Member Petersen. Passed unanimously 5-0 with all members present voicing aye.

NEW BUSINESS

Item No. 11 – Resolution No. 2025-015R, Employee Policy Amendment & 4-10-hour day work week Adoption

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING, RESTATING, AND READOPTING THE EMPLOYMENT POLICIES MANUAL IN IT'S ENTIRTY; PROVIDING FOR SEVERABILITY, PUBLICATION AND EFFECTIVE DATE.

Deputy City Clerk Wisniewski read the title aloud.

Human Resources Director Ohlinger reviewed highlights of the updates to the Employee Policies Manual along with the implementation of a compressed work week.

Some of the highlights included tuition reimbursement, timekeeping, callout, working out of class and leave pay, performance evaluations, grievance process, and a compressed work week consisting of four ten hour days and City Hall being closed on Fridays.

Council Member Strange stated that there are a lot policy issues with this item and it has not been workshopped by Council. She requested the item be tabled and addressed during the budget workshops to evaluate how these proposals will affect the budget and operations for the upcoming fiscal year.

Council Member Strange motioned to table Item No. 11 to be discussed during the budget workshop cycle; seconded by Council Member Petersen.

Council Member Strange stated that staff can present these changes as they present their budget proposals.

Mayor Murry opened public comment.

Charlene Forth, 939 W. Desoto Street – expressed concern regarding some of the changes and asked if there was an employee survey.

Deputy City Manager Matthys stated that the employees were notified and asked beforehand.

Bryan Bain, 245 Nautica Mile Drive – expressed concern with closing City Hall on Fridays and inquired if the community was involved with the proposed schedule.

Paula Hoisington, 564 E. Desoto Street – expressed concern with a day of no services and the grievance process.

Mayor Murry closed public comment.

Discussion ensued on the employee's opinion on the schedule, the start date of the compressed work week and the time since some of the policies have been addressed.

CITY OF CLERMONT
NOTICE OF PROPOSED LAND USE CHANGE
LARGE SCALE COMPREHENSIVE PLAN AMENDMENT
ORDINANCE NO. 2025-039

The City of Clermont will hold public hearings on Tuesday, November 4, 2025 at 6:30 p.m. before the Planning and Zoning Commission to consider a proposed change to the City's Future Land Use Map; and on Tuesday, November 18, 2025 at 3:00 p.m. before the City Council to consider introduction of the ordinance and transmittal of the proposed amendment. The map amendment would change the Future Land Use designation for the property below from Lake County Urban Low Density to City of Clermont Low Density Residential.



LOCATION

Ivey Ridge Subdivision
Vacant parcels located southeast of
Lake Louisa Road and Hammock Ridge Road intersection,
adjacent to Foxchase
57.34 +/- Acres

FUTURE LAND USE MAP AMENDMENT

From: Lake County Urban Low
TO: City of Clermont Low Density Residential

ORDINANCE NO. 2025-039

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT FOR THE CITY OF CLERMONT, FLORIDA, PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; SETTING FORTH THE AUTHORITY FOR ADOPTION OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; SETTING FORTH THE PURPOSE AND INTENT OF THE LARGE-SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR CONFLICT, SEVERABILITY, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

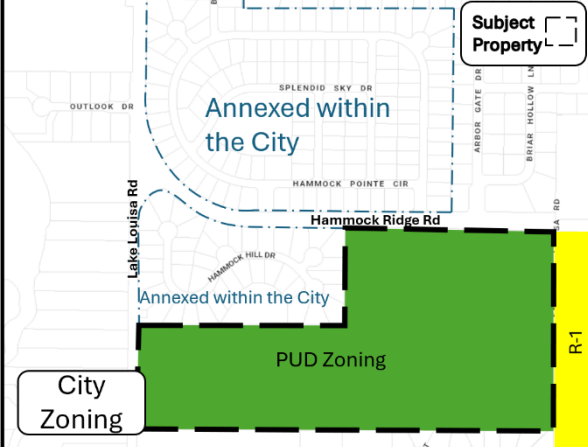
This application is available for public inspection in the Development Services Department, Monday through Friday between the hours of 8:00 AM and 5:00 PM.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made. Persons with disabilities who need assistance should contact the City Clerk's office, (352) 241-7330, at least 48 hours prior to the public hearings.

Tracy Ackroyd Howe, MMC
City Clerk

AGENDA ITEM

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Ordinance No. 2025-040 <i>Intro Ivey Ridge Rezoning</i>	
Requested Action	
Recommend approval of Ordinance No. 2025-040.	
Staff Report	
<i>This item was tabled at the November 18th City Council meeting to discuss with the applicant possible improvements in the plan.</i> The City, as the applicant, is requesting a Large-Scale Comprehensive Plan Amendment and Rezoning of the Subject property as a follow-up to the staff-initiated annexation request. The property is located southeast of Lake Louisa Road and Hammock Ridge Road intersection and is approximately 57.34 +/- acres. The property was approved under PUD Ordinance No. 2020-03 in Lake County for up to 155 single-family dwelling units. The property is currently moving forward, and construction activity is starting. The property was annexed prior to building permit issuance to capture \$1.8 million dollars' worth of impact fees for the City of Clermont.	
	
On June 10, 2025, the City Council approved the Annexation of the subject property with the understanding that a Large-Scale Comprehensive Plan Amendment and Rezoning at a future date in time would occur to designate the property with the applicable future land use and zoning designations. Staff is proceeding to complete the process at this time.	
The current zoning of the property within Lake County is Planned Unit Development (PUD). The compatible zoning within the City would be Planned Unit Development (PUD) as well, with the current entitlements captured within the PUD.	
The PUD zoning does not propose a conflict between the existing uses and land uses in the area. The proposed use is compatible with the adjoining properties as required by the comprehensive plan. The transfer of Lake County's PUD Ordinance 2020-03 into the City's PUD Ordinance is a "like for like" with small adjustments made due to code references (County/City). <i>The Planning and Zoning Commission recommended approval, 5-0, with an additional condition that the development builds to the City's landscape code. Staff notes that this condition is already captured within the Ordinance under Section 6, entitled Landscaping Requirements.</i> Staff recommends approval of the rezoning to PUD with the conditions contained in Ordinance NO. 2025-040.	

Additional Analysis		
Fiscal Impact Summary		
None on the current operating budget.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1.	Ord. 2025-040 Ivey Ridge Rezoning (11.12.2025)	Ord. 2025-040 Ivey Ridge Rezoning (11.12.2025).pdf
2.	Location maps	Location maps.pdf
3.	06.10.2025 - City Council Minutes excerpt	06.10.2025 - City Council Minutes excerpt.pdf
4.	Lake County Approved PUD Ivey Ridge	Lake County Approved PUD Ivey Ridge.pdf



CITY OF CLERMONT
ORDINANCE NO. 2025-040

AN ORDINANCE UNDER THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF CLERMONT REFERRED TO IN CHAPTER 122 OF ORDINANCE NO. 289-C, CODE OF ORDINANCES; REZONING THE REAL PROPERTIES DESCRIBED HEREIN AS SHOWN BELOW; PROVIDING FOR CONFLICT, SEVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the City Council of Clermont, Florida annexed the property on June 10th, 2025; and

WHEREAS, the property currently had an existing, approved Planned Unit Development (PUD) in Lake County, Ordinance NO. 2020-03; and

WHEREAS, to complete the annexation process with a compatible City Zoning Designation and Future Land Use Category; this rezoning request is being initiated by City staff; and

WHEREAS, the City Council of Clermont, Florida, has considered an Amendment to the official Zoning Map of the City to Rezone the subject property from Lake County Planned Unit Development (PUD) to City of Clermont Planned Unit Development District (PUD); and

WHEREAS, the City of Clermont Planning and Zoning Commission did on the 4th day of November 2025 review the petition for Rezoning; and

WHEREAS, the City Council reviewed the petition, the recommendations of the Planning and Zoning Commission, and any comments, favorable or unfavorable, from the public and surrounding property owners at a Public Hearing duly advertised; and

WHEREAS, upon review, certain terms pertaining to the development of the below-described property have been duly approved.

NOW THEREFORE, The City Council of the City of Clermont, Lake County, Florida, hereby ordains that:

SECTION 1:

The Official Zoning Map of the City of Clermont, Lake County, Florida, referred to in Chapter 122 of Ordinance No. 289-C, Code of Ordinances, is hereby amended by rezoning the following described property:



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LEGAL DESCRIPTION

TRACTS 45 AND 46 AND PORTIONS OF TRACTS 35 AND 36, MONTE VISTA PARK FARMS ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 2, PAGE 27 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA TOGETHER WITH UNPLATTED PORTIONS OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY FLORIDA.

BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHEAST CORNER OF HAMMOCK RESERVE ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 64, PAGES 78 AND 79 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA ALSO BEING A POINT ON THE WEST LINE OF AFORESAID TRACT 36 AND A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF HAMMOCK RIDGE ROAD ACCORDING TO OFFICIAL RECORDS BOOK 2772, PAGE 1175 OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA; THENCE RUN THE FOLLOWING TWO COURSES ALONG SAID SOUTH RIGHT-OF-WAY LINE: SOUTH 89°52'24" EAST FOR A DISTANCE OF 527.16 FEET; THENCE RUN SOUTH 88°20' 51" EAST FOR A DISTANCE OF 781.25 FEET TO A POINT ON THE WEST RIGHT-OF-WAY LINE OF EAST LAKE LOUISA ROAD AS MAINTAINED BY LAKE COUNTY, FLORIDA; THENCE RUN SOUTH 00°35'41" WEST ALONG SAID WEST RIGHT-OF-WAY LINE FOR A DISTANCE OF 588.51 FEET TO THE SOUTH LINE OF THE SOUTHERLY LIMITS OF SAID MAINTAINED EAST LAKE LOUISA ROAD; THENCE RUN SOUTH 89°42'36" EAST, ALONG SAID SOUTH LINE FOR A DISTANCE OF 10.00 FEET TO THE NORTHEAST CORNER OF SAID TRACT 46; THENCE RUN SOUTH 00°35'41" WEST, ALONG THE EAST LINE OF SAID TRACT 46 FOR A DISTANCE OF 649.44 FEET TO A POINT ON THE NORTH LINE OF A 15.00 FOOT WIDE UNNAMED, UNIMPROVED RIGHT-OF-WAY ACCORDING TO AFORESAID PLAT BOOK 2, PAGE 27; THENCE RUN NORTH 89°44'18" WEST ALONG SAID NORTH RIGHT-OF-WAY LINE FOR A DISTANCE OF 1321.77 FEET TO A POINT ON THE WEST LINE OF THAT CERTAIN VACATED RIGHT-OF-WAY ACCORDING TO OFFICIAL RECORDS BOOK 3418, PAGE 1519 OF SAID PUBLIC RECORDS; THENCE RUN SOUTH 00°48'59" WEST ALONG SAID WEST VACATED RIGHT-OF-WAY LINE FOR A DISTANCE OF 15.00 FEET TO THE NORTHWEST CORNER OF THE ORANGES - PHASE 2 AS RECORDED IN PLAT BOOK 33, PAGES 63 THROUGH 65 OF AFORESAID PUBLIC RECORDS AND THE SOUTH LINE OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 6; THENCE RUN NORTH 89°46'34" WEST ALONG SAID SOUTH LINE OF SAID SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 6 FOR A DISTANCE OF 1290.91 FEET TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF LAKE LOUISA ROAD, ACCORDING TO LAKE COUNTY MAINTENANCE MAP, ROAD MAP BOOK 5, PAGES 6 THROUGH 9 OF SAID PUBLIC RECORDS; THENCE RUN ALONG SAID EAST RIGHT-OF-WAY LINE THE FOLLOWING THREE (3) BEARING AND DISTANCES: THENCE RUN NORTH 00°36'20" EAST FOR A DISTANCE OF 298.05 FEET; THENCE RUN SOUTH 89°59'55" EAST FOR A DISTANCE OF 8.00 FEET; THENCE RUN NORTH 00°36'20" EAST FOR A DISTANCE OF 362.02 FEET TO A POINT ON THE SOUTH LINE OF AFORESAID HAMMOCK RESERVE; THENCE RUN SOUTH 89°59'55" EAST ALONG SAID SOUTH

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LINE FOR A DISTANCE OF 1285.40 FEET TO THE SOUTHEAST CORNER OF SAID HAMMOCK RESERVE; THENCE RUN NORTH 00°41'15" EAST ALONG THE EAST LINE OF SAID HAMMOCK RESERVE ALSO BEING THE WEST LINE OF AFORESAID TRACT 36 FOR A DISTANCE OF 605.59 FEET TO THE POINT OF BEGINNING.

CONTAINS 57.34 ACRES MORE OR LESS.

LOCATION:

Ivey Ridge Subdivision
Vacant parcels located southeast of
Lake Louisa Road and Hammock Ridge Road intersection, adjacent to Foxchase
57.34 +/- Acres



PROPERTY REZONING

From: Lake County Planned Unit Development (PUD)
To: City of Clermont Planned Unit Development (PUD)



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SECTION 2: GENERAL CONDITIONS

This application for a Planned Unit Development is to allow for a single-family residential subdivision on the property described above (hereinafter the “Property”); be granted subject to the following conditions:

1. After establishment of the facilities as provided herein, the property shall only be used for the purposes named in this Ordinance. Any other proposed use must be specifically authorized by the City Council.
2. The conditions as set forth in this Planned Unit Development shall be legally binding upon any heirs, assigns and successors in title or interest. The transfer of ownership or lease of any or all of the property described in this Ordinance shall be included in the transfer or lease agreement, a provision that the purchaser or lessee is made good and aware of the conditions established by this Ordinance and agrees to be bound by these conditions. The purchaser or lessee may request a change from the existing plans and conditions by following procedures contained in the Land Development Codes, as amended.
3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Codes and those of other appropriate jurisdictional entities.
4. This Ordinance shall constitute a covenant running with the land and the terms, conditions, and provisions of which shall be binding upon, the present Owners and any successors, and shall be subject to each and every condition herein set out.
5. Construction and operation of the proposed use shall always comply with the regulations of this and other governmental permitting agencies.
6. The City of Clermont Code Enforcement shall have authority to enforce the terms and conditions set forth in this ordinance and to recommend that the ordinance be revoked.

SECTION 3: PERMITTED USES

Residential: 155 residential single-family dwelling units, not to exceed a density of 2.84 dwelling units per net buildable acre.



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SECTION 4: SETBACKS

Setbacks are as follows:

1. Single-Family Residential:

Front	25 feet from the property line.
Secondary Front	15 feet from the property line.
Side ¹	Variable between 5-10 feet. (7.5 feet ¹ from the property line minimum without 4:1 slope between homes.)
Rear	5 feet from the property line
Wetlands/ Open Water	50 feet from the jurisdictional wetland line.

¹Side Setbacks of 5 feet from the property line shall be allowed so long as the 10-foot cut/fill requirement and 4:1 maximum slope between homes is met.

2. All other setbacks shall be as established in the City's Land Development Codes, as amended.

SECTION 5: DEVELOPMENT STANDARDS

Development standards are as follows:

1. All development requirements within this PUD shall be in accordance with the City's Comprehensive Plan and Land Development Codes, as amended.

Open Space	Minimum 25% of the net buildable area of the entire site shall be dedicated to open space, as defined in the Comprehensive Plan. ¹
Lot Width	Minimum 50 feet
Impervious Surface Ratio (ISR)	Maximum 60% over the entire project site.
Building Height	Maximum 40 feet

¹The homeowner's association for the property shall be responsible for maintaining the open space that is retained in its natural state, in such natural state.

SECTION 6: LANDSCAPING REQUIREMENTS

Landscaping, buffering, and screening shall be in accordance with the Comprehensive Plan and Land Development Codes (LDC), as amended.



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1. A minimum 50-foot wetlands buffer shall be provided to all wetlands. A conservation easement of the wetland area and buffer will be required. The easement must be dedicated to a conservation agency (FDEP or SJRWMD), a non-profit conservation organization or land trust, or Lake County, subject to acceptance by the Board of County Commissioners for maintenance and protection. The conservation easement will be required prior to Final Plat approval. **[CONDTION COMPLETED]**
2. All landscaping located between the Lake Louisa Road Entrance and western residential development lots must utilize one-hundred (100) percent Florida-native species.

SECTION 7: TRANSPORTATION

Transportation Improvements/ Access Management:

1. A Tier Two (2) Traffic Study will be required in accordance with the Conceptual Plan attached hereto as Exhibit “A”. **[CONDTION COMPLETED]**
2. Sidewalks will be required along Lake Lousia Road, in accordance with the LDC, as amended. **[CONDTION COMPLETED]**
3. Turn lanes will be required at the entrances to the development on all county-maintained roads. **[CONDTION COMPLETED]**
4. East Lake Lousia Road will be required to be modified to meet current Lake County standards, as amended. **[CONDTION COMPLETED]**
5. All access management shall be in accordance with the Comprehensive Plan and the LDC, as amended. **[CONDTION COMPLETED]**

SECTION 8: STORMWATER AND FLOODPLAIN MANAGEMENT

1. The stormwater management system shall be designed in accordance with all applicable City of Clermont and St. Johns River Water Management District (SJRWMD) requirements, as amended.
2. The developer shall be responsible for any flood studies required for developing the site and comply with the requirements of FEMA, the City of Clermont Comprehensive Plan, and Land Development Codes, as amended.
3. Any development within the floodplain as identified on the FEMA maps will required compensating storage.



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SECTION 9: SCHOOLS

School Concurrency shall be met before final plat approval in accordance with the Comprehensive Plan and LDC, as amended. **[CONDITION COMPLETED]**

SECTION 10: LIGHTING

Exterior lighting shall be in accordance with the LDC, as amended, and consistent with Dark-Sky principles.

SECTION 11: SIGNAGE

Signs shall be in accordance with the City's sign code, as amended.

SECTION 12: PUBLIC SAFETY

Fire protection and Emergency Service Access: Access and fire safety requirements of the development shall be provided in accordance with the Florida Fire Prevention Code and the LDC, as amended.

SECTION 13: CONCURRENCY MANAGEMENT REVIEW AND IMPACT FEES

Concurrency shall be met prior to the issuance of any development order, consistent with the LDC, as amended. **[Condition Completed]**

SECTION 14: DEVELOPMENT REVIEW AND APPROVAL

1. Prior to the issuance of any permits, the Applicant shall be required to submit a preliminary plat, construction plans, and final plat generally consistent with Exhibit "A" – Conceptual Plan for review and approval in accordance with the Comprehensive Plan and Land Development Codes, as amended. **[Condition Completed]**
2. Physical development shall commence within three (3) years from the date of the rezoning (Ordinance No. 2020-03, RZ-19-27-2, FKA Hammock Ridge PUD) enacted and effective on January 28th, 2020. Failure to commence construction within three (3) years of approval shall cause the revocation of this ordinance, in accordance with the Comprehensive Plan or superseding documents amended. Prior to expiration of the three-year time frame, the City Council may grant, via a Public Hearing, one (1) extension of the time frame for a maximum of two (2) years upon a showing that reasonable efforts have been made towards securing the required approvals and commencement of work. **[Condition Completed]**

SECTION 15: PUBLIC SERVICES

1. The Developer shall connect to the existing City potable water and sanitary sewer systems at connection point or points approved by the City. **[CONDITION COMPLETED FOR WATER CONNECTION TO SUNSHINE WATER SERVICES]**



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2. The route of any off-site lines shall be according to engineering plans produced by the developer and approved by the City.
3. Any proposed City-maintained utilities that are not located within a dedicated public right-of-way shall be placed in a utility easement dedicated to the City. Easements shall be provided at no expense to the City and in a form acceptable to the City.
4. The Developer shall be responsible for all costs of on-site and off-site potable water and sanitary sewer systems improvements, including, but not limited to design, material, permitting, connection and installation of sufficient size lines, lift stations, property for city-maintained facilities and other appurtenances necessary to allow the City to serve the property.
5. Any existing dedicated City of Clermont utilities must stay in service throughout construction. If the construction requires that the utilities be relocated or altered, the Developer shall prepare plans, permit the project and construct the modification at the Developer's expense.
6. Except for model homes, no building permits shall be issued until water and sewer are provided to the site or until a bond or letter of credit, acceptable to the City, is in place to guarantee completion of off-site improvements. No Certificate of Occupancy shall be issued until water and sewer extensions have been completed and accepted by the City.
7. The City may require a looped system to provide reliability and redundancy to the property.
8. The project shall be plumbed with purple piping to irrigate all uses.
9. All utilities shall be designed and installed as per the City's specifications or as amended and approved by City staff.
10. Drainage/Stormwater Management: The Developer shall submit drainage calculations and a stormwater management plan when filing for final engineering approval. A lawfully created Community Development District or other entity acceptable to the City, shall be responsible for maintenance of all private stormwater ponds and drainage systems and improvements. Unless otherwise provided in the approved plans or plat for the Project, or in a separate agreement approved by the City, all such improvements located on the private property, including, streets, roads and bike or pedestrian paths, shall be maintained by the Community Development District or other entity acceptable to the City.
11. 10 feet utility lateral line easements may be used in lieu of 15 feet in order to accommodate standard 10 feet building separation.



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12. Lift station access shall meet all City criteria.
13. Bulkheads, walls, or non-turf vegetation slope stabilization may be used for stormwater retention side slopes.
14. Notwithstanding anything contained herein to the contrary, to the extent that any water, or sewer improvements provide capacity additional to that required to serve the Project, the Developer and the City may, pursuant to Section 111-7 – Credits, of the City Code, enter into an impact fee agreement which shall provide for the establishment of credits and payment of impact fees in a specified manner and time.

SECTION 16: CONFLICT

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

SECTION 17: SEVERABILITY

Should any Section or part of this Section be declared invalid by any court of competent jurisdiction, such adjudications shall not apply to or affect any other provision of this Ordinance, except to the extent that the entire Section or part of the Section may be inseparable in meaning and effect from the Section to which such holding shall apply.

SECTION 18: ADMINISTRATIVE CORRECTION

This Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 19: RECORDING

This Ordinance shall be recorded in the Public Records of Lake County, Florida.

SECTION 20: PUBLICATION AND EFFECTIVE DATE

This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.



CITY OF CLERMONT
ORDINANCE NO. 2025-040

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida on this 27TH day of January 2026.

CITY OF CLERMONT

Tim Murry, Mayor

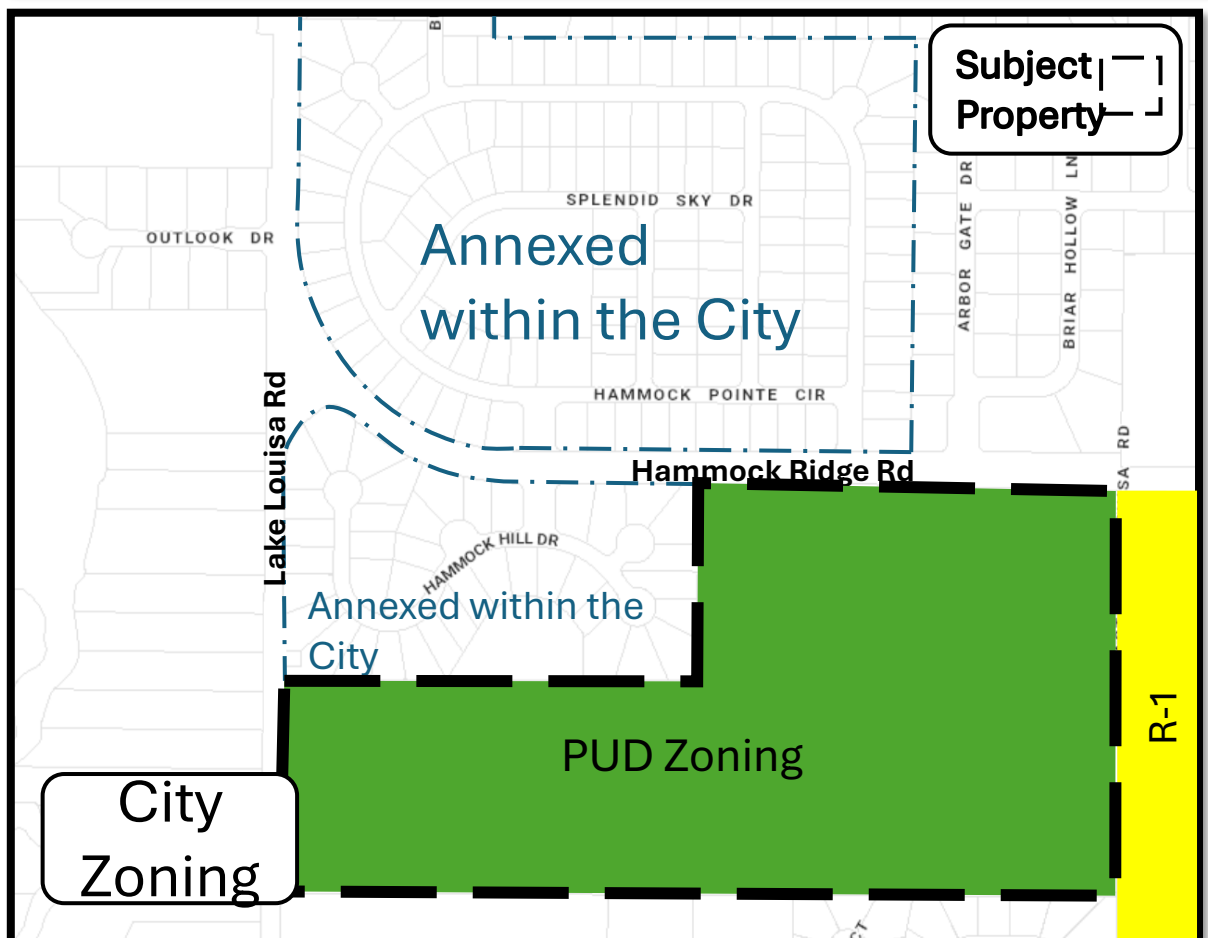
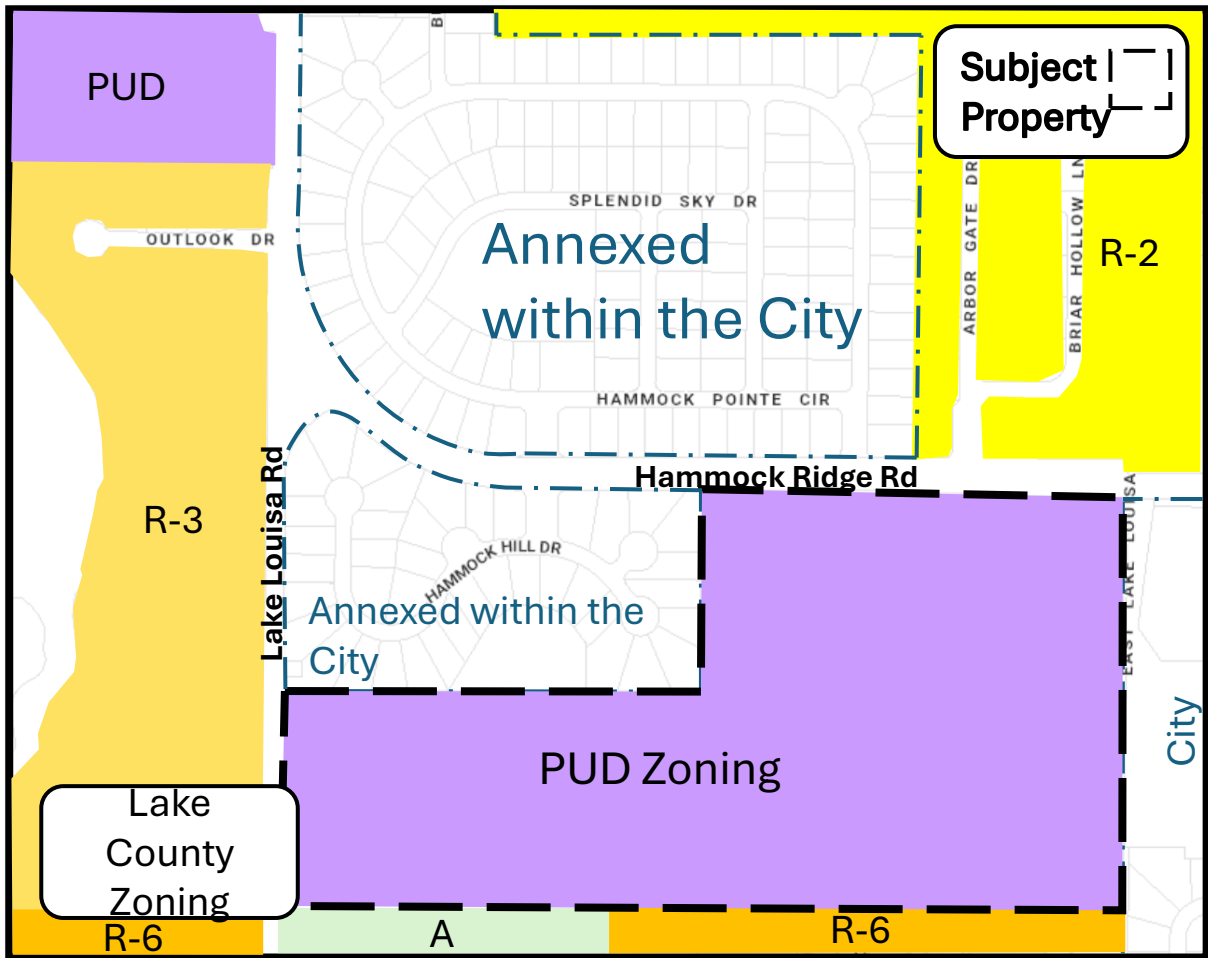
ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

Approved as to form and legality:

Christian W. Waugh, City Attorney

Ivey Ridge Rezoning



City of Clermont
MINUTES
REGULAR COUNCIL MEETING
June 10, 2025

Item No. 9 – Ordinance No. 2025-019, Ivey Ridge Annexation Final

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND IN ACCORDANCE WITH THE INTERLOCAL SERVICE BOUNDARY AGREEMENT DATED DECEMBER 2, 2014; PROVIDING FOR CONFLICT, SERVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

Deputy City Clerk Wisniewski read the title aloud.

Development Services Director Henschel presented the item. The City is requesting annexation of the subject parcel as authorized by the utility agreement with the property owner through the notice of encumbrance to annex provision. The agreement with the City was executed on November 8, 2022. The property is being developed and will be receiving wastewater services from the City. The property, approximately 60.51 acres, was approved for 155 residential single-family dwelling units in the Planned Unit Development. The annexation is being requested in order to allow the building permits to be issued by the City of Clermont.

The related request for a comprehensive plan amendment and rezoning request will come at a later date and will be very similar to what has been approved in Lake County. The current zoning is Planned Unit Development and the current future land use is Urban Low in Lake County. In order to expedite the process, staff recommends approval of annexation Ordinance 2025-019.

Mayor Murry opened public comments.

Devin Marie, Madarin Drive – expressed concern with the traffic and the endangered species fleeing the area.

Mayor Murry closed public comments.

Council Member Howard stated that the project will get built, the City annexes the property and collects the Impact Fees for the services we will be providing or it stays in the County and the City gets nothing and still provides the services.

Mayor Murry informed the public that the City provides services due to an agreement with Lake County.

Council Member Howard motioned to approve Item No. 9 Ordinance No. 2025-019, Ivey Ridge Annexation Final; seconded by Council Member Myers. Passed unanimously 5-0 with all members present voicing aye.

Mayor Murry informed the public that if gopher turtles are found on the property they must be removed prior to beginning construction.

City of Clermont
MINUTES
REGULAR COUNCIL MEETING
June 10, 2025

Item No. 10 – Ordinance No. 2025-020, *McKinnon Groves Annexation Final*

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, PROVIDING FOR THE ANNEXATION OF A CERTAIN PARCEL OF LAND IN ACCORDANCE WITH THE INTERLOCAL SERVICE BOUNDARY AGREEMENT DATED DECEMBER 2, 2014; PROVIDING FOR CONFLICT, SERVERABILITY, ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, RECORDING, PUBLICATION AND AN EFFECTIVE DATE.

Deputy City Clerk Wisniewski read the title aloud.

Development Services Planner Kruse presented the item. The City is requesting annexation of the subject parcel as authorized by the utility agreement with the property owner through the notice of encumbrance to annex provision. The agreement with the City was executed on October 25, 2022. The property is being developed and will be receiving water and sewer services from the City.

The property, approximately 357 acres, was approved for a maximum of 660 single-family dwelling units and a minimum of 48 acres of non-residential development, which is approximately 520,000 square feet of commercial, office/personal services, and public/institution uses. The annexation is being requested in order to allow the building permits to be issued by the City of Clermont.

The related request for a comprehensive plan amendment and rezoning request will come at a later date and will be very similar to what has been approved in Lake County. In order to expedite the process, staff recommends approval of the revised annexation Ordinance 2025-019 that expressly makes it clear in the event of a conflict, the terms of the Planned Unit Development control over the City Code. The document is provided in the supplemental folder.

Council Member Strange requested City Attorney Waugh speak on the change in the Ordinance.

City Attorney Waugh the language was already implied, this states that.

Mayor Murry opened public comments.

Vincent Niemiec, Regency Hills – spoke about traffic on Hartwood Marsh Road.

Chris Roper, Akerman Law Firm – spoke about the revisions to the annexation to capture what was implied. Requested to move the annexation date to 14 days versus the 90 days to submit permits through the City and not the County.

Mayor Murry closed public comments.

Council Member Strange asked Mr. Roper if the annexation includes all properties or just a portion of the property listed as McKinnon Groves.

Mr. Roper stated that annexation includes the entirety of the property which includes residential and commercial.

Discussion ensued on where commercial buildings will go on the property, the wildlife corridor, Wellness Way standards and the land for a Fire Station.

City of Clermont
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Council Member Howard explained where the piece of property is located and development of the surrounding properties.

Council Member Howard motioned to approve Item No. 10 Ordinance No. 2025-020, McKinnon Groves Annexation Final; seconded by Council Member Petersen. Passed unanimously 5-0 with all members present voicing aye.

NEW BUSINESS

Item No. 11 – Resolution No. 2025-015R, Employee Policy Amendment & 4-10-hour day work week Adoption

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, AMENDING, RESTATING, AND READOPTING THE EMPLOYMENT POLICIES MANUAL IN IT'S ENTIRTY; PROVIDING FOR SEVERABILITY, PUBLICATION AND EFFECTIVE DATE.

Deputy City Clerk Wisniewski read the title aloud.

Human Resources Director Ohlinger reviewed highlights of the updates to the Employee Policies Manual along with the implementation of a compressed work week.

Some of the highlights included tuition reimbursement, timekeeping, callout, working out of class and leave pay, performance evaluations, grievance process, and a compressed work week consisting of four ten hour days and City Hall being closed on Fridays.

Council Member Strange stated that there are a lot policy issues with this item and it has not been workshopped by Council. She requested the item be tabled and addressed during the budget workshops to evaluate how these proposals will affect the budget and operations for the upcoming fiscal year.

Council Member Strange motioned to table Item No. 11 to be discussed during the budget workshop cycle; seconded by Council Member Petersen.

Council Member Strange stated that staff can present these changes as they present their budget proposals.

Mayor Murry opened public comment.

Charlene Forth, 939 W. Desoto Street – expressed concern regarding some of the changes and asked if there was an employee survey.

Deputy City Manager Matthys stated that the employees were notified and asked beforehand.

Bryan Bain, 245 Nautica Mile Drive – expressed concern with closing City Hall on Fridays and inquired if the community was involved with the proposed schedule.

Paula Hoisington, 564 E. Desoto Street – expressed concern with a day of no services and the grievance process.

Mayor Murry closed public comment.

Discussion ensued on the employee's opinion on the schedule, the start date of the compressed work week and the time since some of the policies have been addressed.

ORDINANCE #2020-03
Hammock Ridge PUD Amendment
RZ-19-27-2

1 AN ORDINANCE OF THE LAKE COUNTY BOARD OF COUNTY COMMISSIONERS AMENDING THE
2 LAKE COUNTY ZONING MAPS; AND PROVIDING FOR AN EFFECTIVE DATE.

3 **WHEREAS**, Jim Atkinson of Summergate Companies, LLC (the "Applicant") made a request, on
4 behalf of Territo Corporation, a Florida Corporation, Angela & Joseph Territo, and Vernon A. Schneider
5 (the "Owners"), to rescind and replace Planned Unit Development (PUD) #2005-105 with a new ordinance
6 to rezone 14.99 +/- acres from PUD to Agriculture (A); rezone 16.12 +/- acres from Agriculture (A) to PUD;
7 to bring the PUD into compliance with current Land Development Regulations (LDR) and Comprehensive
8 Plan policies; and to propose setback waivers; and

9 **WHEREAS**, the subject property to be zoned Agriculture (A) consists of 14.99 +/- acres and is
10 generally located southeast of the intersection of Hammock Ridge Road and Lake Louisa Road, in the
11 Clermont area, in Section 6, Township 23 South, Range 26 East, having Alternate Key Number 1593425,
12 and more particularly described below:

13 **SCHNEIDER PROPERTY LEGAL DESCRIPTION: [EXHIBIT "A" – ATTACHED]**

14 **WHEREAS**, the subject property to be zoned Planned Unit Development (PUD) in total consists of
15 57.31 +/- acres and is generally located southeast of the intersection of Hammock Ridge Road and Lake
16 Louisa Road, in the Clermont area, in Section 6, Township 23 South, Range 26 East, having Alternate Key
17 Numbers 2705914, 1593417, 1593433, 1752558, 1752558, 1796873, and 1663083, and more particularly
18 described below:

19 **HAMMOCK RIDGE PUD LEGAL DESCRIPTION: [EXHIBIT "B" – ATTACHED]**

20 **WHEREAS**, the subject properties are located within the Urban Low Density Future Land Use
21 Category as shown on the Lake County Comprehensive Plan Future Land Use Map (FLUM); and

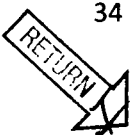
22 **WHEREAS**, on December 20, 2005, the Board of County Commissioners of Lake County, Florida,
23 approved PUD Ordinance #2005-105 for 120 single-family dwelling units, with a gross residential density of
24 2.2 dwelling units per acre; and

25 **WHEREAS**, this rezoning ordinance hereby rescinds and replaces Ordinance #2005-105; and

26 **WHEREAS**, the Lake County Planning & Zoning Board reviewed Petition RZ-19-27-2 on January
27 2, 2020, after giving Notice of Hearing on petition for a change in the use of land, including notice that said
28 petition was presented to the Board of County Commissioners of Lake County, Florida, on January 28,
29 2020; and

30 **WHEREAS**, the Board of County Commissioners reviewed said petition, the recommendations of
31 the Lake County Planning & Zoning Board, staff report, and any comments, favorable or unfavorable, from
32 the public and surrounding property owners at a public hearing duly advertised; and

33 **WHEREAS**, upon review, certain terms pertaining to the development of the above described
34 property have been duly approved; and



Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

NOW THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Lake County, Florida, that the Land Development Regulations of Lake County, Florida, be altered and amended as they pertain to the above subject properties, subject to the following terms:

Section 1 Terms:

1.1 The County Manager or designee shall amend the Official Zoning Map to rezone the property described in Exhibit "A" to Agriculture (A) zoning.

1.2 The County Manager or designee shall amend the Official Zoning Map to rezone the property described in Exhibit "B" to Planned Unit Development (PUD) zoning. This Ordinance shall rescind and replace Ordinance #2005-105. All uses upon the property described in Exhibit "B" shall be generally consistent with the "Conceptual Plan" attached hereto as Exhibit "C." To the extent where there are conflicts between the Conceptual Plan and this Ordinance, this Ordinance shall take precedence.

A. Land Uses:

1. Residential: 155 residential single-family dwelling units, not to exceed a density of 2.84 dwelling units per net buildable acre.

B. Setbacks:

1. Single-Family Residential:

Front	25 feet from the property line
Secondary Front	15 feet from the property line
Side ¹	Variable between 5-10 feet. (7.5 feet ¹ from the property line minimum without 4:1 slope between homes)
Rear	5 feet from the property line
Wetlands/Open Water	50 feet from the jurisdictional wetland line

¹Side Setbacks of 5 feet from the property line shall be allowed so long as the 10-foot cut/fill requirement and 4:1 maximum slope between homes is met.

2. All other setbacks shall be as established in the LDR, as amended.

Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

1 C. Development Standards:

Open Space	Minimum 25% of the net buildable area of the entire site shall be dedicated to open space, as defined in the Comprehensive Plan. ¹
Lot Width	Minimum 50 feet
Impervious Surface Ratio (ISR)	Maximum 60% over the entire project site
Building Height	Maximum 40 feet

¹The homeowner's association for the property shall be responsible for maintaining the open space that is retained in its natural state, in such natural state.

2 All development requirements within the Urban Low Density (FLUC) shall be in accordance with
3 the Comprehensive Plan and LDR, as amended.

4 D. Landscaping, Buffering, and Screening:

- 5 1. A minimum 50-foot wetlands buffer shall be provided to all wetlands. A conservation easement
6 of the wetland area and buffer will be required. The easement must be dedicated to a
7 conservation agency (FDEP or SJRWMD), a non-profit conservation organization or land trust,
8 or Lake County, subject to acceptance by the Board of County Commissioners for
9 maintenance and protection. The conservation easement will be required prior to Final Plat
10 approval.
- 11 2. All landscaping located west of the residential lots to the entrance at Lake Louisa Road must
12 utilize one-hundred (100) percent Florida-native species.
- 13 3. All other landscaping, buffering, and screening requirements shall be in accordance with the
14 LDR, as amended.

15 E. Noise: Compliance shall be in accordance with the LDR, as amended.

16 F. Utilities: Central water and sewer connection shall be provided in accordance with the
17 Comprehensive Plan and LDR, as amended.

18 G. Transportation Improvements/Access Management:

- 19 1. A Tier Two (2) Traffic Study will be required in accordance with the Conceptual Plan attached
20 hereto as Exhibit "B."
- 21 2. Sidewalks will be required along Lake Louisa Road, in accordance with the LDR, as amended.

Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

1 3. Turn lanes will be required at the entrances to the development on all county maintained
2 roads.

3 4. East Lake Louisa Road will be required to be modified to meet current County standards, as
4 amended.

5 5. All access management shall be in accordance with the Comprehensive Plan and LDR, as
6 amended.

7 H. Stormwater Management:

8 1. The Stormwater management system shall be designed in accordance with all applicable Lake
9 County and St. Johns River Water Management District (SJRWMD) requirements, as
10 amended.

11 2. The developer shall be responsible for any flood studies required for developing the site and
12 comply with the requirements of FEMA, the Lake County Comprehensive Plan, and LDR, as
13 amended.

14 3. Any development within the floodplain as identified on the FEMA maps will require
15 compensating storage.

16 I. Schools: School Concurrency shall be met before final plat approval in accordance with the
17 Comprehensive Plan and LDR, as amended.

18 J. Lighting: Exterior lighting shall be in accordance with the LDR, as amended, and consistent with
19 Dark-Sky Principles.

20 K. Signage: Signs shall be in accordance with the LDR, as amended.

21 L. Fire Protection and Emergency Services Access: Access and fire safety requirements of the
22 development shall be provided in accordance with the Florida Fire Prevention Code and LDR, as
23 amended.

24 M. Concurrency Management Requirements: Any development shall comply with the Lake County
25 Concurrency Management System, as amended.

26 N. Development Review and Approval:

27 1. Prior to the issuance of any permits, the Applicant shall be required to submit a preliminary
28 plat, construction plans, and final plat generally consistent with EXHIBIT "C" – Conceptual Plan
29 for review and approval in accordance with the Comprehensive Plan and LDR, as amended.

30 2. PUD Expiration: Physical development shall commence within three (3) years from the date of
31 this Ordinance approval. Failure to commence construction within three (3) years of approval
32 shall cause the revocation of this ordinance, in accordance with the Comprehensive Plan or
33 superseding documents as amended. Prior to expiration of the three-year time frame, the
34 Board of County Commissioners may grant, via a Public Hearing, one (1) extension of the time
35 frame for a maximum of two (2) years upon a showing that reasonable efforts have been made
36 towards securing the required approvals and commencement of work.

Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

O. Future Amendments to Statutes, Code, Plans, or Regulations: The specific references in this Ordinance to the Florida Statutes, Florida Administrative Code, Lake County Comprehensive Plan, and Lake County Land Development Regulations shall include any future amendments to the Statutes, Code, Plans, or Regulations.

Section 2. Conditions as altered and amended which pertain to the above tract of land shall mean:

A. After establishment of the facilities as provided herein, the aforementioned property shall only be used for the purposes named in this Ordinance. Any other proposed use must be specifically authorized by the Board of County Commissioners.

B. No person, firm, or corporation shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building structure, add other uses, or alter the land in any manner within the boundaries of the above described land without first obtaining the necessary approvals in accordance with the Lake County Code, as amended, and obtaining the permits required from the other appropriate governmental agencies.

C. This Ordinance shall constitute a covenant running with the land, and inure to the benefit of, and the terms, conditions, and provisions of which shall be binding upon, the present Owner and any successor, and shall be subject to each and every condition herein set out.

D. Construction and operation of the proposed use shall at all times comply with the regulations of this and other governmental permitting agencies.

E. The transfer of ownership or lease of any or all of the property described in this Ordinance shall be included in the transfer or lease agreement, a provision that the purchaser or lessee is made good and aware of the conditions established by this Ordinance and agrees to be bound by these conditions. The purchaser or lessee may request a change from the existing plans and conditions by following procedures contained in the Land Development Regulations, as amended.

F. Action by the Lake County Code Enforcement Special Master. The Lake County Code Enforcement Special Master shall have authority to enforce the terms and conditions set forth in this ordinance and to recommend that the ordinance be revoked.

Section 3. Severability: If any section, sentence, clause or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

Section 4. Filing with the Department of State. The clerk shall be and is hereby directed forthwith to send a copy of this Ordinance to the Secretary of State for the State of Florida in accordance with Section 125.66, Florida Statutes.

[Remainder of Page Left Intentionally Blank]

Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

Section 5. Effective Date. This Ordinance shall become effective as provided by law.

ENACTED this 28th day of January, 2020.

FILED with the Secretary of State February 5th, 2020.

EFFECTIVE January 28, 2020.

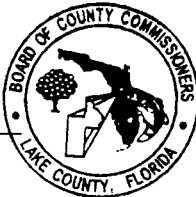
BOARD OF COUNTY COMMISSIONERS
LAKE COUNTY, FLORIDA

Leslie Campione

LESLIE CAMPIONE, CHAIRMAN

ATTEST:

[Signature]



GARY J. COONEY, CLERK OF THE
BOARD OF COUNTY COMMISSIONERS
LAKE COUNTY, FLORIDA

APPROVED AS TO FORM AND LEGALITY

Melanie Marsh
MELANIE MARSH, COUNTY ATTORNEY

Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

1 **EXHIBIT "A" – SCHNEIDER PROPERTY LEGAL DESCRIPTION**

2 THE EAST 33.2 FEET OF: THAT PART OF THE SE 1/4 OF THE SW 1/4 OF SECTION 6, TOWNSHIP 23
3 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA, LYING NORTH AND EAST OF THE COUNTY
4 CLAY ROAD, LESS THE EAST 235 FEET THEREOF.

Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

EXHIBIT "B" – HAMMOCK RIDGE PUD LEGAL DESCRIPTION

PARCEL NO. 1

THE NORTH 362 FEET OF THE WEST 362 FEET OF THE SOUTHWEST ¼ OF THE NORTHEAST ¼ OF THE SOUTHWEST ¼, LESS THE WEST 33 FEET FOR ROAD, IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LAKE COUNTY, FLORIDA.

PARCEL NO. 2

THE NORTH 132 FEET OF TRACTS 35 AND 36, IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, MONTE VISTA PARK FARMS, ACCORDING TO THE PLAT THEROF, AS RECORDED IN PLAT BOOK 2, PAGE 27, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

LESS AND EXCEPT THAT PORTION CONVEYED TO LAKE COUNTY FOR ROAD RIGHT OF WAY IN WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 2772, PAGE 1175, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

PARCEL NO. 3

TRACTS 35 AND 36, IN SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, IN LAKE COUNTY, FLORIDA, ACCORDING TO THE PLAT OF MONTE VISTA PARK FARMS, RECORDED IN PLAT BOOK 2, PAGE 27, PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, LESS THE NORTH 132 FEET THEREOF.

PARCEL NO. 4

TRACTS 45 AND 46, MONTE VISTA PARK FARMS, ACCORDING TO THE PLAT THEROF, RECORDED IN PLAT BOOK 2, PAGE 27, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA, BEING OTHERWISE DESCRIBED AS THE SOUTH ½ OF THE NORTHWEST ¼ OF THE SOUTHEAST ¼ OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST.

PARCEL NO. 5

THE SOUTH ½ OF THE NORTHEAST ¼ OF THE SOUTHWEST ¼ OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, IN LAKE COUNTY, FLORIDA, LESS THE NORTH 362 FEET OF THE WEST 362 FEET OF THE NORTH ½ OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF THE SOUTHWEST 1/4 OF THE SAID SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LYING WITHIN THE FOLLOWING DESCRIBED PARCEL:

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST; THENCE RUN SOUTH 88°28'30" WEST, 661.95 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 88° 28'30" WEST, 661.95 FEET; THENCE SOUTH 00°01'30" WEST 20.00 FEET; THENCE NORTH 88°28'30' EAST, 362.00 FEET; THENCE RUN SOUTH 00°01'30" WEST, 342.00 FEET; THENCE NORTH 88°28'30" EAST, 299.95 FEET; THENCE NORTH 00°01'30" EAST, 362.00 FEET TO THE PONT OF BEGINNING.

AND

Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

EXHIBIT "B" – LEGAL DESCRIPTION CONT.

THE SOUTH ½ OF THE NORTHEAST ¼ OF THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST, LESS THE RIGHT OF WAY OF A COUNTY ROAD AND ALSO LESS THE FOLLOWING TWO TRACTS:

TRACT 1: THE NORTH 362 FEET OF THE WEST 362 FEET OF THE NORTH ½ OF THE SOUTHWEST ¼ OF THE NORTHEAST ¼ OF THE SOUTHWEST 1/4 OF SAID SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST;

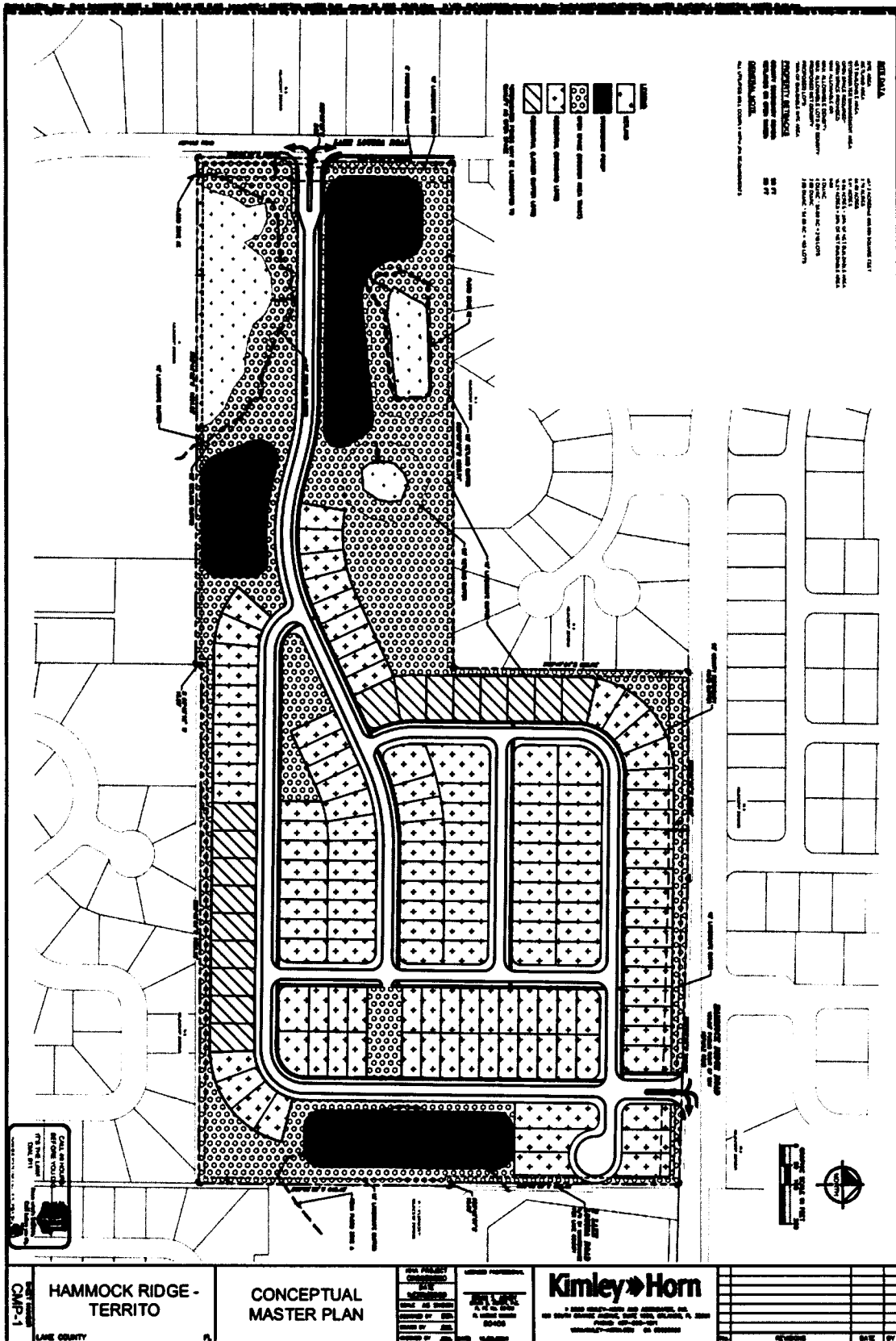
TRACT 2: FROM THE NORTHEAST CORNER OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 23 SOUTH, RANGE 26 EAST; THENCE RUN SOUTH 88°28'30" WEST, 661.95 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 88° 28'30" WEST, 661.95 FEET; THENCE SOUTH 00°01'30" WEST 20.00 FEET; THENCE NORTH 88°28'30" EAST, 362.00 FEET; THENCE RUN SOUTH 00°01'30" WEST, 342.00 FEET; THENCE NORTH 88°28'30" EAST, 299.95 FEET; THENCE NORTH 00°01'30" EAST, 362.00 FEET TO THE POINT OF BEGINNING.

CONTAINING 2,496,509 SQUARE FEET (57.31 ACRES), MORE OR LESS.

Ordinance #2020-03, RZ-19-27-2 Hammock Ridge PUD Amendment

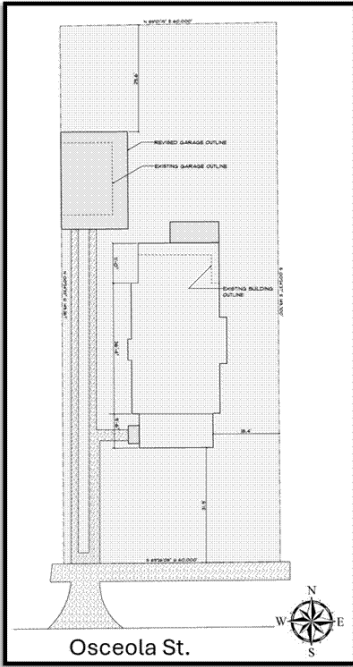
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EXHIBIT "C" - CONCEPTUAL PLAN



2

AGENDA ITEM

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Variance Request 462 W. Osceola Street	
Requested Action	
Recommend denial of the variance requests.	
Staff Report	
The applicant, Michael Waitman, is requesting two variances to the Land Development Code to install a detached garage on his property located at 462 W. Osceola St. The property is designated within the R-2 Medium Density Residential Zoning District and is adjacent to the Community Redevelopment Area to the west. Currently, the property consists of an existing single-family residence and a detached garage. These structures were built around 1925 as indicated on the Lake County Property Appraiser's website. The property owner would like to remove the existing garage and replace it with a new garage structure in the same location. In doing so, the need for the variances arises out of this replacement along with an increase in the garage structure.   The first variance request is to allow for a side yard setback to be less than the minimum seven and a half (7.5) foot requirement. The second variance request is to allow for a rear yard setback to be less than the minimum twenty-five (25) foot requirement. These requests would allow for the proposed detached garage to encroach into the side yard setback at zero (0) feet from the west property line and encroach into the rear yard setback at twenty-three (23) feet from the north property line. The rear encroachment request is to incorporate a 6' by 18' deck with the actual building being estimated at twenty-nine (29) feet from the north property line.	



In keeping the surrounding area in mind, the applicant is renovating the property in hopes of keeping the original architectural elevations. In doing so, the proposed detached garage would also be designed to complement the neighboring properties within the Downtown and Community Redevelopment Areas. The applicant has indicated the detached garage is best suited in this location due to the shape and size of the lot. If it was to be located within the backyard, the applicant would have complications when trying to back in and out of the garage. If approved, the applicant is willing to add gutters and address any stormwater run-off to the neighboring properties.

Upon review of the applicant's request, staff is unable to support the reduction to the side setback of zero (0) feet. The variance requested is not the minimum that would make reasonable use of the land due to the structure being able to be located elsewhere and meet the applicable Land Development Codes.

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does not meet a positive finding on one of the five criteria. Therefore, staff recommends denial of the variance request.

Additional Analysis

Fiscal Impact Summary

Fiscal Impact

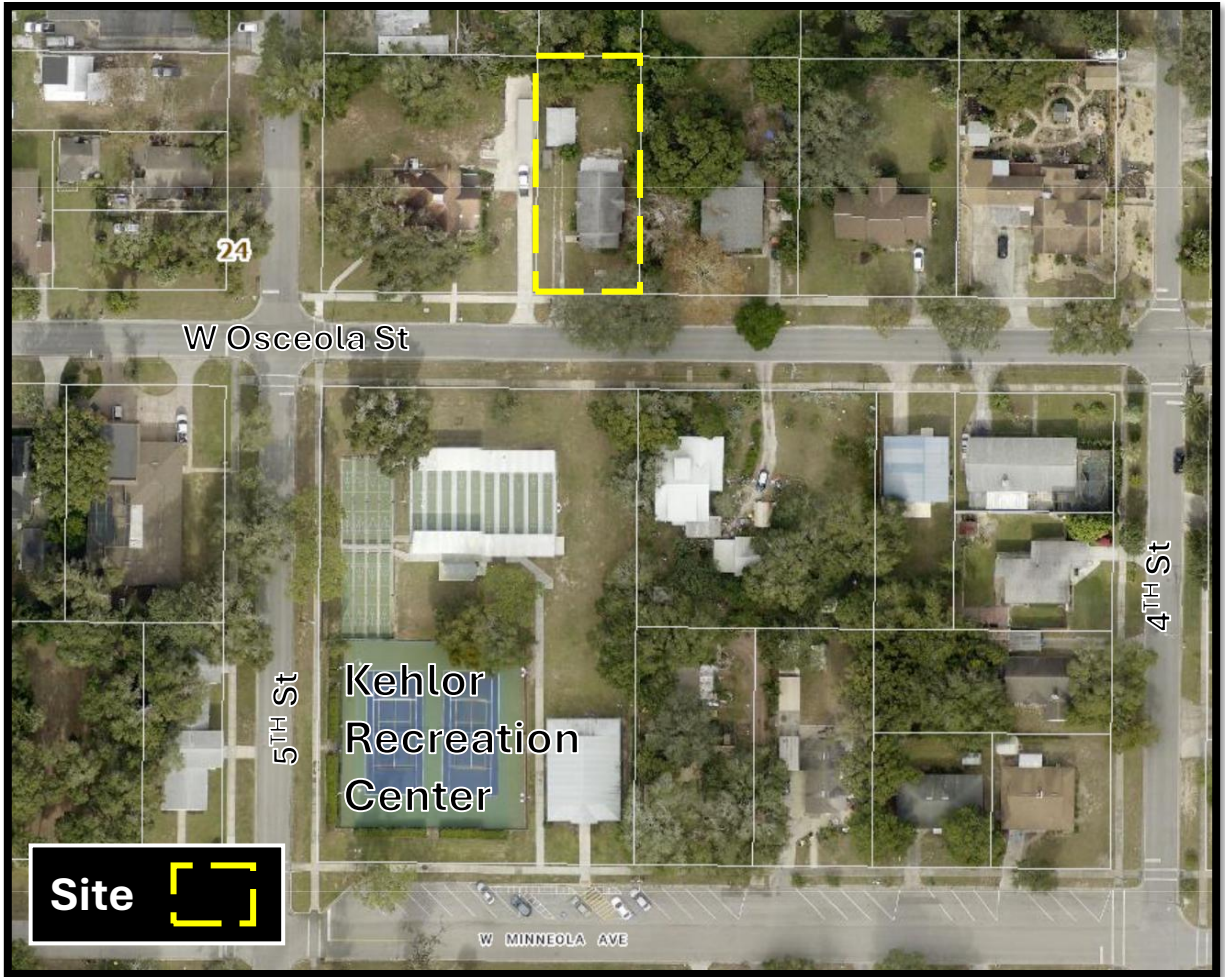
Fund Number and Description

Available Budget Amount

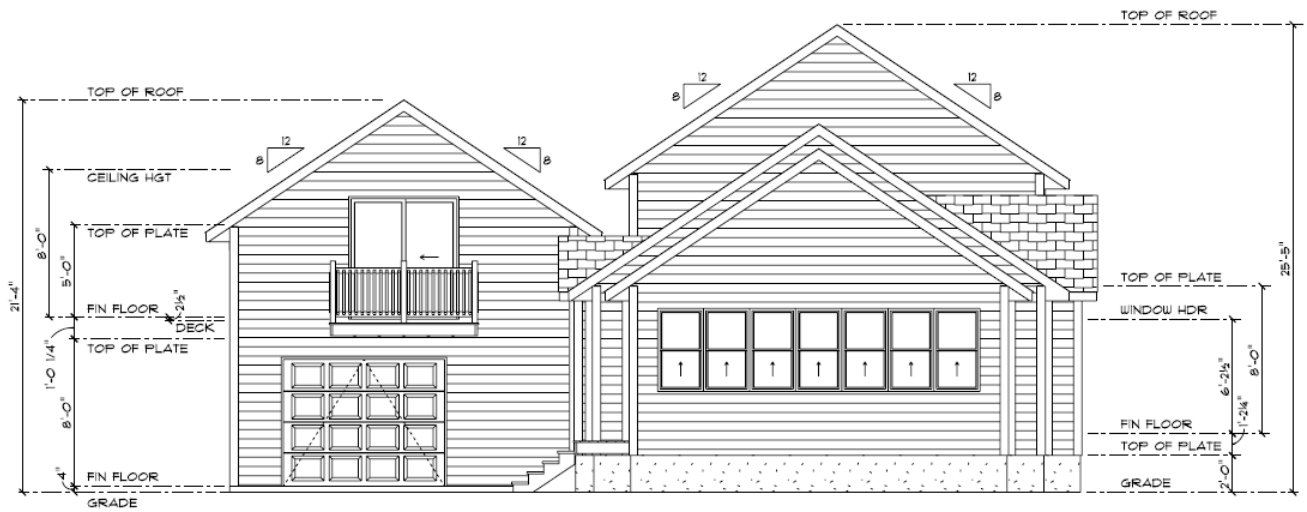
Exhibits Attached (copies of original agreements)

- | | | |
|----|-------------------------------|-----------------------------------|
| 1. | Location Maps | Location Maps.pdf |
| 2. | Elevation and Plot Plan | Elevation and Plot Plan.pdf |
| 3. | Letter of Support | Letter of Support.pdf |
| 4. | 101-246 Review Criteria - VAR | 101-246 Review Criteria - VAR.pdf |
| 5. | Staff Analysis 462 VAR | Staff Analysis 462 VAR.pdf |
| 6. | Application-Waitman Variance | Application-Waitman Variance.pdf |
| 7. | Legal Ad - 462 W. Osceola | Legal Ad - 462 W. Osceola.pdf |

462 – W. Osceola – Waitman Variance

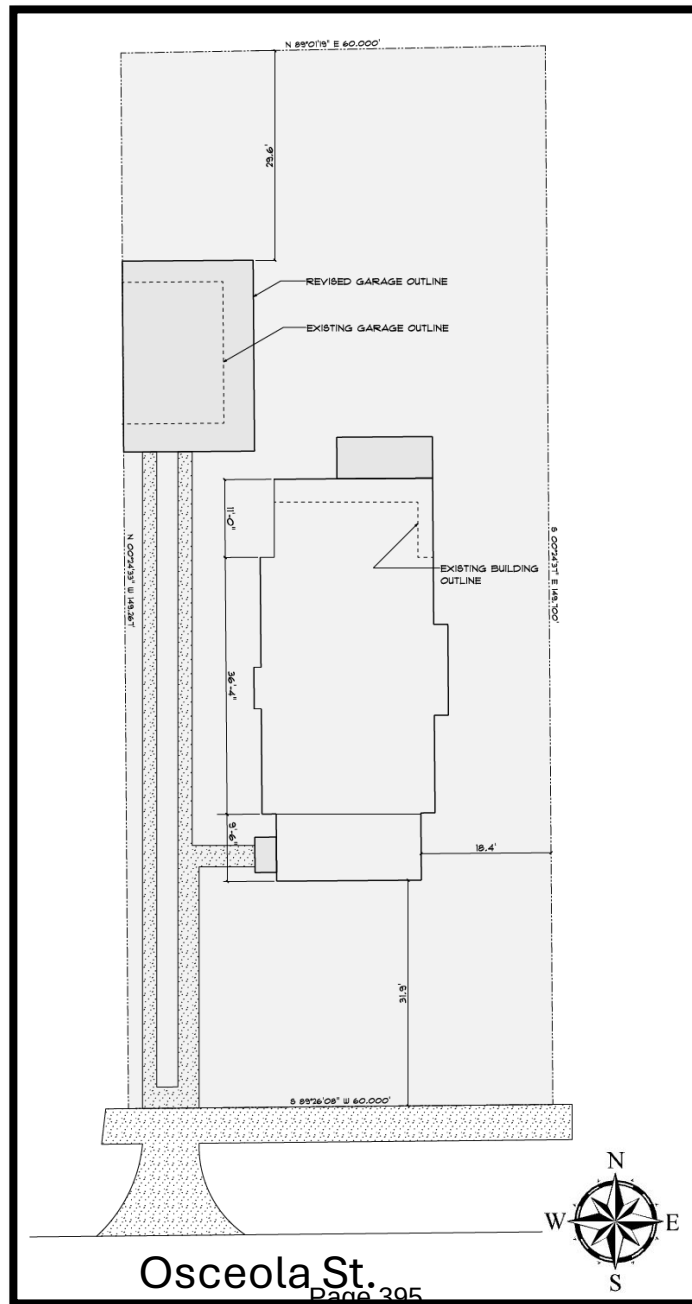


462 – W. Osceola – Waitman Variance



FRONT ELEVATION -PROPOSED

SCALE: 3/16" = 1'-0"





486 W. OSCEOLA STREET

DEAR CITY OF CLERMONT OFFICIALS,

I HOPE THIS LETTER FINDS YOU WELL. WE ARE WRITING TO EXPRESS OUR SUPPORT FOR OUR NEIGHBOR'S PROPOSAL TO BUILD A NEW STRUCTURE ON THEIR PROPERTY LOCATED AT 486 W. OSCEOLA STREET. THIS NEW STRUCTURE IS INTENDED TO REPLACE THE EXISTING OLD GARAGE THAT CURRENTLY OCCUPIES THE PROPERTY LINE.

AS PROUD RESIDENTS OF THIS COMMUNITY, WE BELIEVE THAT ALLOWING THIS CONSTRUCTION WILL NOT ONLY ENHANCE THE AESTHETIC VALUE OF THE PROPERTY BUT ALSO CONTRIBUTE POSITIVELY TO OUR NEIGHBORHOOD'S OVERALL APPEAL. THE CURRENT GARAGE IS OUTDATED AND IN DISREPAIR, AND A NEW STRUCTURE WOULD UNDOUBTEDLY BE A WELCOMED IMPROVEMENT.

WE TRUST THAT THE CITY WILL CONSIDER THE POTENTIAL BENEFITS TO THE NEIGHBORHOOD, INCLUDING PROPERTY VALUE ENHANCEMENT AND IMPROVED VISUAL APPEAL, WHEN MAKING A DECISION ON THIS MATTER. WE KINDLY URGE YOU TO APPROVE THIS REQUEST, AS IT ALIGNS WITH OUR SHARED GOAL OF FOSTERING A VIBRANT AND WELL-MAINTAINED COMMUNITY.

THANK YOU FOR CONSIDERING OUR PERSPECTIVE AND GRANTED PERMISSION TO DO SO.

PLEASE FEEL FREE TO CONTACT US IF YOU NEED ANY FURTHER INFORMATION OR WISH TO DISCUSS THIS MATTER IN MORE DETAIL!

DAVID AND AUTUMN MAKIN
(352) 455-0044
AUTUMN@MAKINSALES.COM

462 W. Osceola-Waitman – Side and Rear Setback Variance

The requirements for a variance are as follows:

“Sec. 101-246, Review Criteria and Finding. When reviewing an application for a variance, the City Council shall not vary the requirements of the land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:”

FINDINGS:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
Applicant response: I'm asking to remove an existing single story shed that is set on the edge of the property at zero lot line. It has been established in 1925, I would like to rebuild at the same location, increasing the back, front, and right side and add a second story.

Staff comments: After careful review of the elevation contours, a letter supplied from the abutting neighbor on the west side of the property, and the applicant's willingness to address any storm water issues that may occur, it's staff's determination that the granting of the variance may not interfere with the reasonable enjoyment of adjacent properties.

Positive finding

- (2) The variance will allow reasonable use of the property; which use is not out of character with other properties in the same zoning category;
Applicant response: Due to the shape and size of the lot, it is not practical to move the garage to any other position on the lot. It would disrupt the drive to the garage.

Staff comments: The variance request would allow reasonable use of the property. The property is an existing nonconforming lot of record unable to meet the minimum requirement measured at the building setback line.

Positive finding

- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied;
Applicant response: No response provided.

Staff comments: The variance request will not further any legitimate city objective. The proposed intent would be a similar architectural style that would benefit the essential character of the area.

Positive finding

- (4) The granting of the variance is consistent with the city's comprehensive plan;
Applicant response: No response provided.

Staff comments: The variance request is consistent with the comprehensive plan goals, objectives, and policies for residential land use. The applicant's proposed elevations would align with the area's historical design, creating a sense of place.

Positive finding

- (5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure of the benefits that would be achieved under the other variance criteria by granting of the variance outweigh the benefits under this criteria if the variance was denied;

Applicant response: I do not want to lose my back yard, if the garage were to move to the back yard, there would not be enough space to back in or out of the garage if neighbors were to ever put a fence up.

Staff comments: The Variance request is more than the minimum in order to make reasonable use of the land due to the structure being able to meet the requirements if located on a different portion of the property.

Negative finding

STAFF RECOMMENDATION: Section 101-246 of the Land Development Code requires a positive finding on the Review Criteria and Findings in order to grant a variance, staff has reviewed the application as presented and finds the application cannot meet a positive finding on one of the five criteria. Therefore, staff recommends **denial** of the variance request to the Land Development Code.



CITY OF CLERMONT Staff Analysis Report

OWNER: Michael J & Michele L Waitman

APPLICANT: Mr. Michael J Waitman

PROJECT NAME: Waitman Renovation

REQUESTED ACTION: Consider two variance requests to allow for a side yard setback from 7.5 ft to 0 ft and a rear yard setback from 25 ft to 23 ft for a detached garage to be installed at 462 W. Osceola St.

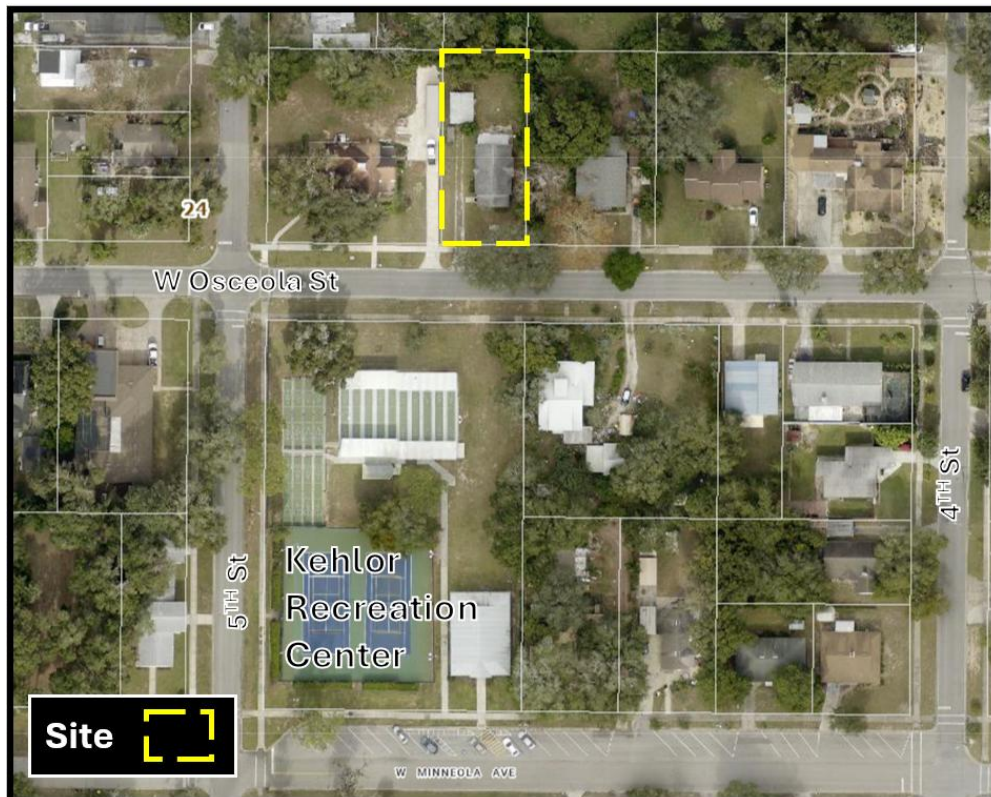
SIZE OF PARCEL: 9,000 sqft (60' by 150')

LOCATION: 462 W. Osceola St.

EXISTING ZONING: Medium Density Residential District (R-2)

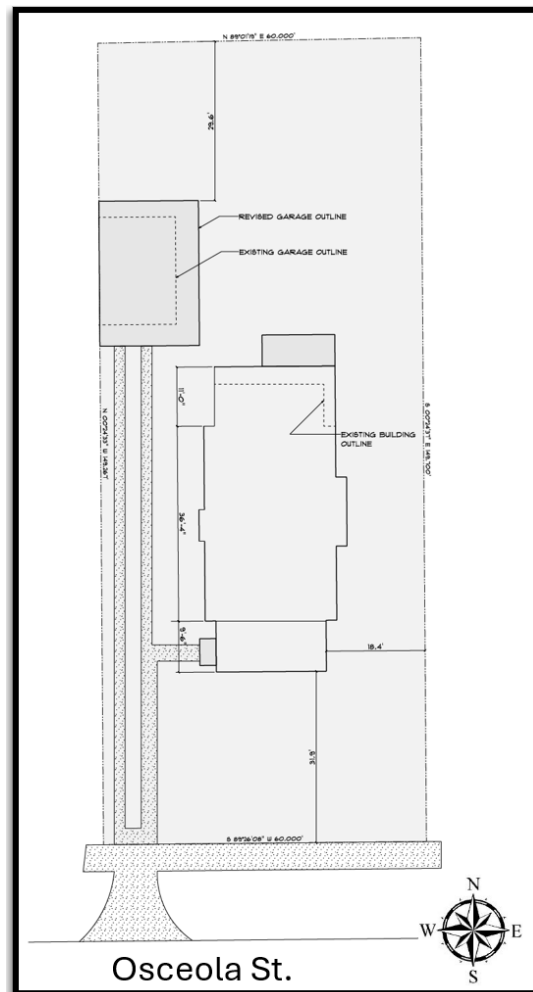
EXISTING LAND USE: Single-Family Residence

FUTURE LAND USE CATEGORY: Medium Density Residential



ANALYSIS:

The applicant, Michael Waitman, is requesting two variances to the Land Development Code to install a detached garage on his property located at 462 W. Osceola St. The property is designated within the R-2 Medium Density Residential Zoning District and is adjacent to the Community Redevelopment Area to the west. Currently, the property consists of an existing single-family residence and a detached garage. These structures were built around 1925 as indicated on the Lake County Property Appraiser's website. The property owner would like to remove the existing garage and replace with a new garage structure in the same location. In doing so, the need for the variances arises out of this replacement along with an increase in the garage structure.



The first variance request is to allow for a side yard setback to be less than the minimum seven and a half (7.5) foot requirement. The second variance request is to allow for a rear yard setback to be less than the minimum twenty-five (25) foot requirement. These requests would allow for the proposed detached garage to encroach into the side yard setback at zero (0) feet from the west property line and encroach into the rear yard setback at twenty-three (23) feet from the north property line. The rear encroachment

request is to incorporate a 6' by 18' deck with the actual building being estimated at twenty-nine (29) feet from the north property line.



In keeping the surrounding area in mind, the applicant is renovating the property in hopes of keeping the original architectural elevations. In doing so, the proposed detached garage would also be designed to complement the neighboring properties within the Downtown and Community Redevelopment Areas. The applicant has indicated the detached garage is best suited in this location due to the shape and size of the lot. If it was to be located within the backyard, the applicant would have complications when trying to back in and out of the garage. If approved, the applicant is willing to add gutters and address any stormwater run-off to the neighboring properties.

Upon review of the applicant's request, staff is unable to support the reduction to the side setback of zero (0) feet. The variance requested is not the minimum that would make reasonable use of the land due to the structure being able to be located elsewhere and meet the applicable Land Development Codes.

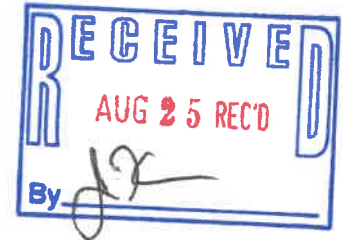
STAFF RECOMMENDATION:

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does not meet a positive finding on one of the five criteria. Therefore, staff recommends denial of the variance request.

VAR2509-0001



CITY OF CLERMONT
VARIANCE
APPLICATION



DATE <u>8-21-2025</u>		FEE: <u>300.00</u>	
Project Name (if applicable) <u>Waitman Renovation</u>			
Applicant <u>Michael J. Waitman</u>			
Contact Person <u>SAME</u>			
Address <u>462 W. Osceola St</u>		City <u>Clermont</u>	State <u>FL</u> Zip <u>34711</u>
Telephone <u>407-694-4866</u>		Fax	
Email <u>JW @ waitmansweb.com</u>			
OWNER INFORMATION ☒ (Check box if information is same as Applicant)			
Owner's Name <u>Michael J. & Michele L Waitman</u>			
Owner Address <u>15541 Vista Verde Dr.</u>		City <u>Montverde</u>	State <u>FL</u> Zip <u>34756</u>
Telephone <u>407-694-4866</u>		Email <u>JW @ waitmansweb.com</u>	
PROPERTY INFORMATION			
Address of Subject Property <u>462-W. Osceola St</u>		City <u>Clermont</u>	State <u>FL</u> Zip <u>34711</u>
General Location <u>Across the St. from Shuffle board court</u> <u>2nd House from corner of W Osceola + fifth St.</u>			
Legal Description & Alternate Key (include copy of survey) <u>161864</u> <u>Lot 30 and East 10 ft of Lot 31, Block 51 Map of</u> <u>Crestview according to Plat thereof as recorded in Plat Book 5</u> <u>Page 60 of Public records of Lake County FL</u>			
Land Use (City verification required)			
Zoning (City verification required)			



CITY OF CLERMONT VARIANCE APPLICATION

Answers to the following questions are required to complete this application.

City Zoning Ordinance (Land Development Code Section) from which you are requesting relief:

What are you proposing to do that would require a variance and why?

How does the Code create a hardship?

The following justifications must be completed for any variance requested:

Variance requested – subject and code section:

Sec. 86-174. Review criteria and findings.

When reviewing an application for a variance, the City Council shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;

See summary. for all!

- (2) The variance will allow a reasonable used of the property, which use in not out of character with other properties in the same zoning category;

- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance were denied;



CITY OF CLERMONT
VARIANCE
APPLICATION

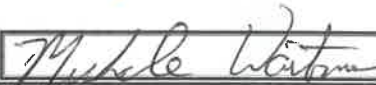
(4) The granting of the variance is consistent with the city's comprehensive plan; and

(5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied.

Michael J. Waitman
Applicant Name (print)

x 
Applicant Name (signature)

Michael L. Waitman
Owner Name (print)

x 
Owner Name (signature)

NOTICE

IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY IN PROCESSING AND WILL NOT BE SCHEDULED UNTIL SUCH CORRECTIONS ARE MADE. APPLICATION FOR VARIANCE DOES NOT GUARANTEE APPROVAL. THE APPLICANT MUST BE PRESENT AT ANY MEETINGS TO JUSTIFY AND SUPPORT THE REQUEST.

City of Clermont
Development Services Department
685 W. Montrose St.
P.O. Box 120219
Clermont, FL 34712-0219
(352) 394-4083 Fax: (352) 394 3542

From: Jimmy Waitman (Flip)
flipandstick@waitmansweb.com
Subject: Clermont
Date: Aug 22, 2025 at 1:45:07 PM
To: Jimmy Waitman flipandstick@waitmansweb.com

To the City of Clermont

I would like to apply for a variance for the property located at 462 W Osceola St. I'm asking to remove an existing single story shed that is set on the edge of the property @ zero lot line. It's has been established in 1925 I would like to rebuild at the same location , increasing the back, front and right side and add a second story. The back deck would encroach to a 23' set back from back property line. I would add gutters and address any water run off issue needed. Due to the shape and size of the lot, it is not practical to move the garage to any other position on the lot. It would disrupt the drive to the garage. I do not want to lose my back yard, if the garage where to move to the back yard, there would not be enough space to back in or out of garage if neighbors where to ever put a fence up. Please consider all of this, thank you for your time.

Michael J Waitman

Order Confirmation

Not an Invoice

Account Number:	526733
Customer Name:	City Of Clermont-Legals
Customer Address:	City of Clermont - LEGALS Po Box 120219 Clermont FL 34712-0219
Contact Name:	City of Clermont
Contact Phone:	352.394.4081
Contact Email:	
PO Number:	

Date:	11/19/2025
Order Number:	11853654
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	42.0000
Height in Inches:	3.4800

Print

Product	#Insertions	Start - End	Category
LEE Daily Commercial	1	12/02/2025 - 12/02/2025	Public Notices
LEE dailycommercial.com	1	12/02/2025 - 12/02/2025	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$68.36
Tax Amount	\$0.00
Service Fee 3.99%	\$2.73
Cash/Check/ACH Discount	-\$2.73
Payment Amount by Cash/Check/ACH	\$68.36
Payment Amount by Credit Card	\$71.09

Order Confirmation Amount	\$68.36
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Ad Preview

LEGAL NOTICE

Notice is hereby given that the Clermont City Council will consider a request at a public hearing to be held on Tuesday, December 9th, 2025 at 3:00pm for the following variances: (1) To allow for a garage to encroach into the side yard setback, and (2) to allow for a rear yard setback to be less than the minimum requirements within the R-2 Medium Density Residential zoning district as required by the Land Development Code Section 125-195 at the following location:

LOCATION

East of the 5th St. and W. Osceola St. intersection.

462 W. Osceola St.

(Alternate Key #1618614)

A complete legal description may be obtained in the Development Services Department located at 685 West Montrose Street, Clermont, FL 34711.

All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings and may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe
City Clerk, MMC

12/2/2025



AGENDA ITEM

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Variance Request <i>NE of Ryan and Chestnut Street</i>	
Requested Action	
Recommend denial of the variance requests.	
Staff Report	
The applicant, Jimmy Crawford, is requesting five variances to the Land Development Code to construct a duplex located on a vacant piece of property east of Ryan St. and North of Chestnut St. The property is approximately 5,000 sq ft and is designated with the C-1 Light Commercial Zoning District with Dwelling Units being permitted provided that they meet the regulations of the R-3 district, as stated under Section 125-312 (a)(4). The requested variances would allow for a 37 feet by 35 feet duplex to be constructed on a lot that is not recognized as a Lot of Record. Three of the variances pertain to the minimum lot requirements for the R-3 Zoning District. The first would be to allow for the proposed development to be constructed on a lot totaling 5,000 sq ft, less than the 10,000 sq ft minimum required for two-family dwellings. The second would be to allow for the lot width to be fifty (50) feet measured at the building setback line, less than the minimum seventy-five (75) foot requirement for both single- and two-family dwelling units. The third request is to allow for an increase to the 55% maximum Impervious Surface Area (ISR) estimated at 58.1%. Due to the size limitations on the property, the applicant is also requesting a reduction to the minimum twenty-five (25) foot rear yard setback and to the minimum 700 sq ft living area per dwelling unit. This would place the proposed duplex fifteen (15) feet from the north property line with the living area being proposed at 647.5 sq ft per dwelling unit.	

The applicant believes that the requested variances are necessary to accommodate the proposed duplex because the subject property's size and strict adherence to the Land Development Codes would prevent reasonable use of the property. In determining the size and placement of the structures on the property, consideration of the neighboring properties was taken to ensure consistency and compatibility with the surrounding neighborhood. The applicant describes the proposed development as being a productive use of a vacant infill parcel without negatively impacting the surrounding properties.

Upon reviewing the applicant's request, staff is unable to support the requested variances due to the subject property not being a Lot of Record. Upon researching the September 10, 1968, tax records, the property was found to be owned and combined with the abutting property to the west, only being divided and transferred on June 9, 2003, after the date on which existing nonconforming lots are recognized by the code. The division of the lots diminished compliance with the recognition of nonconforming lots of record due to the subject lot not being able to meet the district's dimensional requirements.

If the variances requested by the applicant were to be approved for a duplex, the applicant would be required to meet the regulations for parking spaces. The proposed layout would be unable to meet the sizing requirements for both the minimum aisle width and minimum stall depth and width. Staff believes the highest and best use for the parcel would be a single-family dwelling unit due to the lot being reasonably able to meet the applicable land development requirements.

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does not meet a positive finding on four of the five criteria. Therefore, staff recommends denial of the variance request.

Additional Analysis

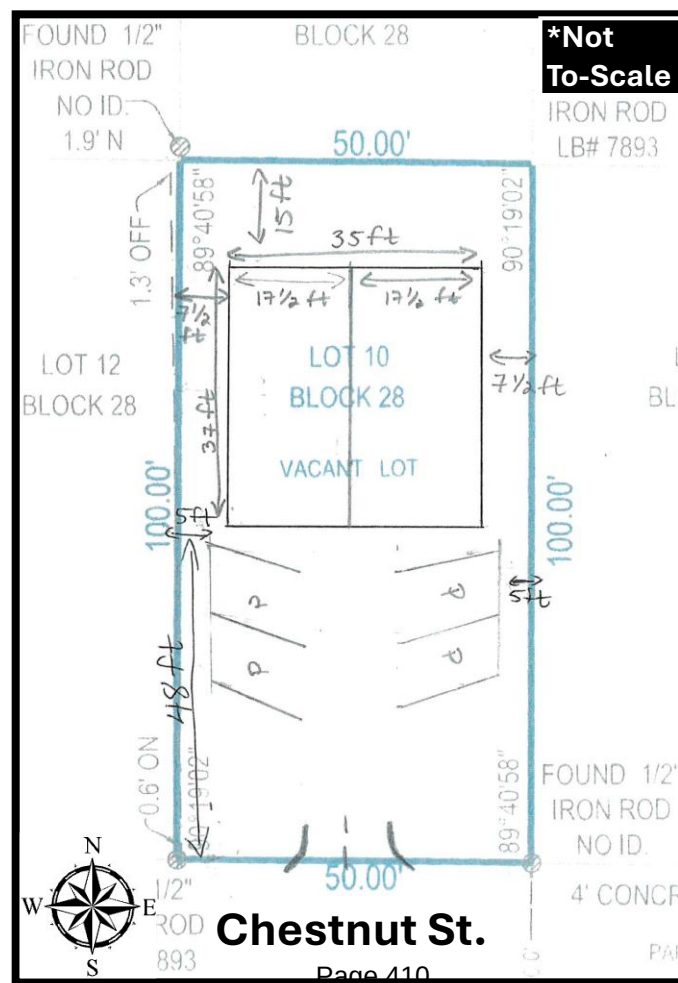
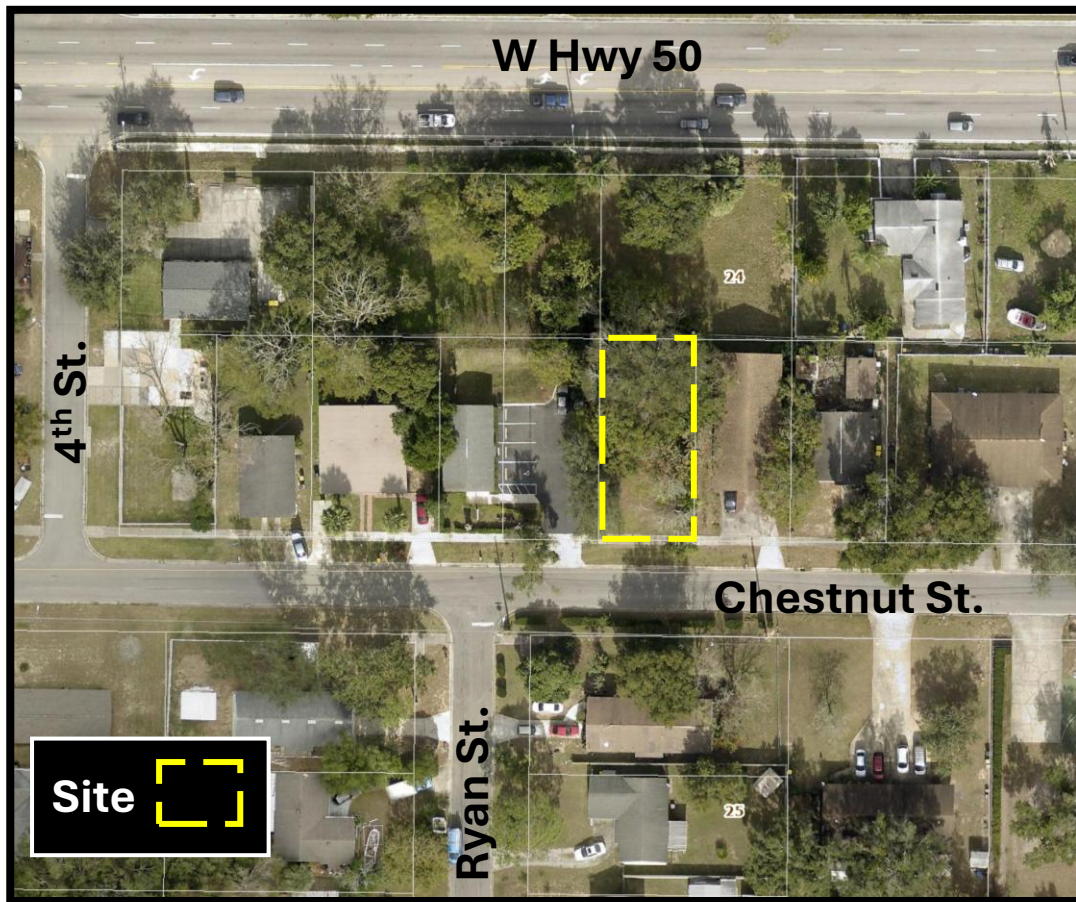
Fiscal Impact Summary

Fiscal Impact	Fund Number and Description	Available Budget Amount
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Exhibits Attached (copies of original agreements)

1.	Location Maps	Location Maps.pdf
2.	101-246 Review Criteria - VAR	101-246 Review Criteria - VAR.pdf
3.	Staff Analysis Chestnut VAR	Staff Analysis Chestnut VAR.pdf
4.	Application Chestnut-Pineda Variance	Application Chestnut-Pineda Variance.pdf
5.	Legal Ad - Chestnut	Legal Ad - Chestnut.pdf

Chestnut St. – Pineda Variance AK 1612292



Chestnut St. – Pineda AK#1612292 – Side and Rear Setback Variance

The requirements for a variance are as follows:

“Sec. 101-246, Review Criteria and Finding. When reviewing an application for a variance, the City Council shall not vary the requirements of the land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:”

FINDINGS:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
Applicant response: Granting the variance will not cause interference with the reasonable enjoyment of adjacent property or diminish the standard of living for nearby residents (LDR § 101-246(1));

- *The variance request is consistent and compatible with neighboring development.*

Staff comments: With requesting a rear setback less than the required amount and an increase to the maximum impervious surface area, estimated at 58% on the subject property, there is potential for future drainage problems due to an increase of stormwater runoff.

Negative finding

- (2) The variance will allow reasonable use of the property; which use is not out of character with other properties in the same zoning category;
Applicant response: The variance will enable a reasonable residential use of the lot, consistent with the character of adjacent properties and permitted uses under LDR § 125-312(a)(4) (LDR § 101-246(2));

- *Two-family use consistent and compatible with the community and will allow reasonable residential use of the property.*

Staff comments: The variance request is not consistent with other properties in the C-1 Light Commercial district. Dwelling units are a permitted use in this district provided that they meet the regulations of the R-3 district. The proposed variances are requesting for relief to majority of these requirements due to the property not being able to meet minimum lot requirements for a two-family dwelling. The applicant is seeking to develop a duplex rather than a single-family dwelling unit.

Negative finding

- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied;
Applicant response: Strict compliance with dimensional standards on this uniquely constrained lot does not advance any significant city planning objective, and the practical benefits of allowing this infill development outweigh the regulatory burdens (LDR § 101-246(4)); and

- *The City is attempting to encourage infill development/ density in the City’s core. There is not city planning objective served by this empty lot.*

Staff comments: The Variance request will not further any legitimate city objective.

Positive finding

- (4) The granting of the variance is consistent with the city's comprehensive plan;
Applicant response: The proposed use supports housing diversity and infill development consistent with the goals and objectives of the City of Clermont Comprehensive Plan (LDR § 101-246(4)); and
○ *The provision of small, less-expensive rental properties in the Clermont city core supports housing diversity and infill development.*

Staff comments: The requested Variance to allow for a two-family dwelling unit on the subject property is not consistent with the City's comprehensive plan. Pursuant to Comprehensive Plan Chapter I, Policy 1.8.1, Residential uses are not allowed in the office future land use category.

Negative finding

- (5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure of the benefits that would be achieved under the other variance criteria by granting of the variance outweigh the benefits under this criteria if the variance was denied;
Applicant response: The requested relief is the minimum necessary to permit reasonable development of the land and complies with all other applicable standards (LDR § 101-246(5)).
○ *See justifications supplied above. Further, the owner has intentionally designed a building of modest scale to comply with applicable standards and provide neighborhood compatibility.*

Staff comments: The applicant's variance requests are more than the minimum that would make reasonable use of the land. Staff believes that the highest and best use of the property would be a single-family dwelling unit due to the use being able to meet the applicable land development codes.

Negative finding

STAFF RECOMMENDATION: Section 101-246 of the Land Development Code requires a positive finding on the Review Criteria and Findings in order to grant a variance, staff has reviewed the application as presented and finds the application cannot meet a positive finding on four of the five criteria. Therefore, staff recommends **denial** of the variance request to the Land Development Code.



CITY OF CLERMONT Staff Analysis Report

OWNER: Filepe & Doris Pineda

APPLICANT: Jimmy D. Crawford, Esq.

PROJECT NAME: Chestnut St. – Pineda Variance

REQUESTED ACTION: Consider variance requests to allow for a duplex, with reduced living areas, to be located on a parcel less than the minimum lot size required, and increase to the maximum impervious surface area, and a reduction to the rear yard setback.

SIZE OF PARCEL: 5,000 sq ft (50' by 100')

LOCATION: Vacant parcel East of Ryan St. and North of Chestnut St.

EXISTING ZONING: Light Commercial District (C-1)

EXISTING LAND USE: Vacant

FUTURE LAND USE CATEGORY: Office

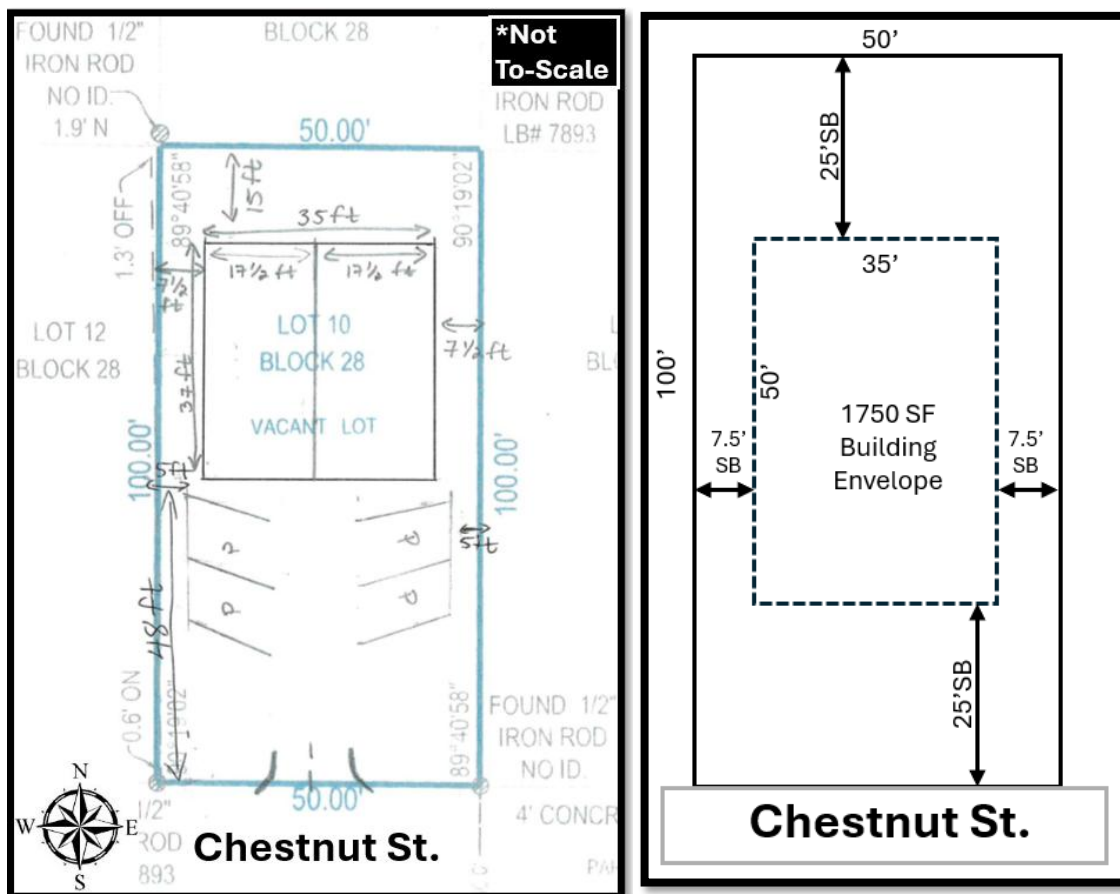


ANALYSIS:

The applicant, Jimmy Crawford, is requesting five variances to the Land Development Code to construct a duplex located on a vacant piece of property east of Ryan St. and North of Chestnut St. The property is approximately 5,000 sq ft and is designated with the C-1 Light Commercial Zoning District with Dwelling Units being permitted provided that they meet the regulations of the R-3 district, as stated under Section 125-312 (a)(4).

The requested variances would allow for a 37 feet by 35 feet duplex to be constructed on a lot that is not recognized as a Lot of Record. Three of the variances pertain to the minimum lot requirements for the R-3 Zoning District. The first would be to allow for the proposed development to be constructed on a lot totaling 5,000 sq ft, less than the 10,000 sq ft minimum required for two-family dwellings. The second would be to allow for the lot width to be fifty (50) feet measured at the building setback line, less than the minimum seventy-five (75) foot requirement for both single- and two-family dwelling units. The third request is to allow for an increase to the 55% maximum Impervious Surface Area (ISR) estimated at 58.1%.

Due to the size limitations on the property, the applicant is also requesting a reduction to the minimum twenty-five (25) foot rear yard setback and to the minimum 700 sq ft living area per dwelling unit. This would place the proposed duplex to be fifteen (15) feet from the north property line with the living area being proposed at 647.5 sq ft per dwelling unit.



The applicant believes that the requested variances are necessary to accommodate the proposed duplex due to the subject property's size and strict adherence to the Land Development Codes would prevent reasonable use of the property. In determining the size and placement of the structures on the property, consideration of the neighboring properties was taken to ensure consistency and compatibility with the surrounding neighborhood. The applicant describes the proposed development as being a productive use of a vacant infill parcel without negatively impacting the surrounding properties.

Upon reviewing the applicant's request, staff is unable to support the requested variances due to the subject property not being a Lot of Record. Upon researching the September 10th, 1968, tax records, the property was found to be owned and combined with the abutting property to the west, only being divided and transferred on June 9th, 2003, after the date in which existing nonconforming lots are recognized by the code. The division of the lots diminished compliance with the recognition of nonconforming lots of record due to the subject lot not being able to meet the district's dimensional requirements.

If the variances requested by the applicant were to be approved for a duplex, the applicant would be required to meet the regulations for parking spaces. The proposed layout would be unable to meet the sizing requirements for both the minimum aisle width and minimum stall depth and width. Staff believes the highest and best use for the parcel would be a single-family dwelling unit due to the lot being reasonably able to meet the applicable land development requirements.

STAFF RECOMMENDATION:

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does not meet a positive finding on four of the five criteria. Therefore, staff recommends denial of the variance request.



CITY OF CLERMONT VARIANCE APPLICATION

DATE 7/22/25		FEE: \$300.00	
Project Name (if applicable)			
Applicant Jimmy D. Crawford, Esq.			
Contact Person Jimmy Crawford			
Address 702 West Montrose Street	City Clermont	State FL	Zip 34711
Telephone 352-432-8644	Fax		
Email jcrawford@cmhlawyers.com / ewysocki@cmhlawyers.com			
OWNER INFORMATION ☒ (Check box if information is same as Applicant)			
Owner's Name Filepe Pineda & Doris Pineda			
Owner Address 8905 Florida Boys Ranch	City Clermont	State FL	Zip 34711
Telephone 321-297-4006	Email gordo020202@gmail.com		
PROPERTY INFORMATION			
Address of Subject Property Chestnut Street	City Clermont	State FL	Zip 34711
General Location Chestnut Street, South of Rt 50, East of 4th Street			
Legal Description & Alternate Key (include copy of survey) CLERMONT LOT 10, BLK 28 PB 8 PG 17 ORB 6260 PG 2085 AKN 1612292			
Land Use (City verification required) Office			
Zoning (City verification required) C-1 Light Commercial District			



CITY OF CLERMONT VARIANCE APPLICATION

Answers to the following questions are required to complete this application.

City Zoning Ordinance (Land Development Code Section) from which you are requesting relief:

125-249, 125-251, 125-252(3)

What are you proposing to do that would require a variance and why?

See attached Justification Statement

How does the Code create a hardship?

See attached Justification Statement

The following justifications must be completed for any variance requested:

Variance requested – subject and code section:

See attached Justification Statement

Sec. 86-174. Review criteria and findings.

When reviewing an application for a variance, the City Council shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
- (2) The variance will allow a reasonable use of the property, which use is not out of character with other properties in the same zoning category;
- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance were denied;

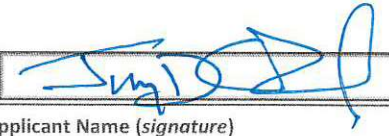


CITY OF CLERMONT
VARIANCE
APPLICATION

- (4) The granting of the variance is consistent with the city's comprehensive plan; and
- (5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied.

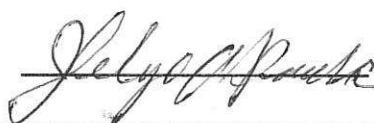
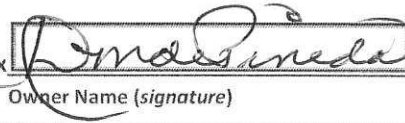
Jimmy D. Crawford

Applicant Name (print)

x 
Applicant Name (signature)

Phelipe Pineda & Doris Pineda

Owner Name (print)

 
Owner Name (signature)

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City of Clermont
Development Services Department
685 W. Montrose St.
P.O. Box 120219
Clermont, FL 34712-0219
(352) 394-4083 Fax: (352) 394 3542

August 29, 2025

John Kruse, Chief Planner
City of Clermont, Florida
685 W. Montrose Street
Clermont, FL 34711

Re: Justification Statement for Variance Request – Felipe & Doris Pineda
Parcel No.: 24-22-25-0100-028-01000
Alternate Key Number: 1612292
Address: Chestnut Street, Clermont, Florida
Zoning: C-1 Light Commercial

Dear Mr. Kruse:

On behalf of the property owners, Felipe and Doris Pineda, I respectfully submit this justification in support of their application for variance from the lot dimensional requirements under the City of Clermont Land Development Code. The subject property is located on Chestnut Street and is identified as Parcel No. 24-22-25-0100-028-01000, zoned C-1 Light Commercial, is proposed to be developed with a modest duplex project that is compatible with surrounding residential uses.

1. Request for Variance

The applicants respectfully request the following individual variances from the dimensional standards applicable to the R-3 zoning district as codified in Section 125-251 of the City of Clermont Land Development Code:

- **Nonconforming Lot of Record:** The subject property is identified as Lot 10, Block 28, of the Original Plat of the City of Clermont, as recorded in Official Records Book 8, Page 17, of the Public Records of Lake County, Florida. As such, it constitutes a nonconforming lot of record that predates the adoption of the current Land Development Code.
- **Lot Size:** Approval of development on a lot totaling 5,000 square feet, which is below the minimum 10,000 square feet required for two-family dwellings in the R-3 district (LDR § 125-251(1)).
- **Lot Width:** Approval of a lot width of 50 feet, which is less than the 75 feet minimum required for two-family dwellings at the front setback line in the R-3 district (LDR § 125-251(2)).
- **Rear Yard Setback:** Reduction from 25 feet to 15 feet (LDR § 125-315(3)).
- **Impervious Surface Coverage:** Approval of a total impervious surface area of approximately 2,595 square feet, comprising a 1,295-square-foot duplex structure and 1,300 square feet of access and parking area. This equates to an impervious surface coverage ratio of 58.16%, exceeding the 55% maximum permitted for duplex development under R-3 standards (LDR § 125-251(3)). Note that C-1 allowed uses, including multifamily and office, allow 70% ISR by right.

- **Minimum Unit Size:** Approval of two dwelling units within the duplex at approximately 647.5 square feet per unit, which is less than the 700 square feet per dwelling unit minimum required for two-family dwellings in the R-3 district (LDR § 125-249(2)).

These variances are necessary to accommodate functional residential development while maintaining compatibility with adjacent residential uses and reflecting standards permitted in the R-3 zoning district.

2. Legal Nonconforming Lot of Record Status

The subject property is identified as Lot 10, Block 28, of the Original Plat of the City of Clermont, as recorded in Official Records Book 8, Page 17, of the Public Records of Lake County, Florida. As such, it constitutes a nonconforming lot of record that predates the adoption of the current Land Development Code.

Pursuant to Section 101-325(c)(1)a. of the City of Clermont Land Development Code:

“In any district in which residential dwellings are permitted, notwithstanding district dimensional requirements, a single-family dwelling and customary accessory buildings may be erected on any single lot of record... which existed at the effective date of adoption of the ordinance... This subsection shall apply even though such lot fails to meet the requirements applying to area or width, or both... however, development... shall conform to all other regulations (setbacks, buffers, landscaping, etc.).”

In accordance with this provision, development on the subject lot is legally permissible despite the fact that it does not meet current minimum lot size and width requirements. However, the applicant is still required to comply with all other dimensional regulations, including setbacks and impervious surface limits, which is the basis for the current variance application.

Strict application of the setback and site design requirements to this legally established but dimensionally nonconforming lot results in a practical difficulty, as defined under Section 101-243(b): “Practical difficulty means use of all or a portion of the property at issue cannot occur with reasonable physical accommodation that is economically reasonable.” Given the narrow lot width and shallow depth inherent to the original 1926 platting, literal enforcement of the Code’s modern dimensional standards would preclude any reasonable development. Moreover, the property meets the conditions of Section 125-27(a): “Such plot of land may nevertheless be used as a building site for a single-family residence, provided it meets with all yard requirements of the district in which it is located.”

Because the applicants seek to develop a duplex (rather than an individual single-family home) and require minor relief from setback standards and impervious surface limits, a variance is necessary under Section 101-243 to accommodate reasonable use of this constrained lot while respecting the intent of the Code. Approval of the requested variances will not result in an expansion or intensification of the nonconforming lot but will instead allow for a modest and

context-sensitive residential development consistent with the surrounding neighborhood, in accordance with Section 101-325(b), which affirms that: "It is the intent of this land development code to permit these nonconformities to continue in their present condition but not be enlarged upon, expanded or extended..." This request thus aligns with the Land Development Code's intent to preserve the use of existing legal lots of record, while ensuring new development on such lots complies with contemporary planning and compatibility objectives.

3. Practical Difficulty Due to Lot Configuration

The subject lot is unusually narrow and shallow, creating a configuration that imposes practical difficulty in applying the standard setback and development regulations. The literal enforcement of the required setbacks would significantly reduce the buildable envelope and preclude a functional duplex structure. These conditions were not created by the owners but are the result of historic lot platting and surrounding development patterns. Section 101-243(a) authorizes variances where the strict application of regulations prevents reasonable use of the property and results in a practical difficulty, defined as the inability to use all or part of the property with reasonable physical accommodation that is economically feasible.

4. Compatibility with Surrounding Neighborhood

Zoned C-1 Light Commercial, the subject parcel is bordered by established residential uses, including duplex and single-family homes, as well as professional office use. Pursuant to Section 125-312(a)(4), dwelling units permitted in the R-3 district are allowable in the C-1 district, provided they comply with R-3 development standards. The R-3 district, like the R-3-A district, is intended to provide medium-density townhouse and multiple-family housing in urban areas with adequate services and urban infrastructure (LDR § 125-247). A two-family dwelling is a permitted use within the R-3 district and must provide a minimum of 700 square feet per dwelling unit (LDR § 125-249(2)), with a minimum lot size of 10,000 square feet and a minimum lot width of 75 feet (LDR § 125-251(1)-(2)).

One hundred feet from the Property is a five-unit multifamily complex, located on a 'double' lot (AKN 1612250) – a higher effective density than our current request.

Notably, the minimum interior side yard setback for duplex dwellings in both the R-3 and R-3-A districts is seven and one-half (7.5) feet (LDR §§ 125-219(2) and 125-252(2)), which matches the relief requested in this application. The R-3 and R-3-A development patterns provide appropriate precedent and guidance for the proposed duplex, which is intended to be modest in scale and low in intensity. The requested setbacks for both structures and parking mirror these residential requirements and promote compatibility with the surrounding development. The requested variances, including the impervious surface coverage, are necessary to accommodate functional use while maintaining a form consistent with surrounding land use.

5. Minimal Relief Necessary

The relief requested is the minimum necessary to enable reasonable and context-sensitive development. The proposed seven-and-one-half-foot (7.5 ft) side setbacks for both the building and the parking area, modest reductions in the front and rear setbacks, and the requested impervious surface ratio of approximately 58.16 percent are each supported by R-3 standards and are the least deviation necessary to accommodate a functional duplex. These dimensions mirror the permitted yard requirements under the R-3 zoning designation for two-family dwellings, further underscoring their appropriateness in this context.

6. Compliance with Variance Criteria and Comprehensive Plan

The variance request meets the criteria for approval under Section 101-246 of the Land Development Code. Specifically:

- Granting the variance will not cause interference with the reasonable enjoyment of adjacent property or diminish the standard of living for nearby residents (LDR § 101-246(1));
 - The variance request is consistent and compatible with neighboring development.
- The variance will enable a reasonable residential use of the lot, consistent with the character of adjacent properties and permitted uses under LDR § 125-312(a)(4) (LDR § 101-246(2));
 - Two-family use consistent and compatible with the community and will allow reasonable residential use of the Property.
- Strict compliance with dimensional standards on this uniquely constrained lot does not advance any significant city planning objective, and the practical benefits of allowing this infill development outweigh the regulatory burdens (LDR § 101-246(3));
 - The City is attempting to encourage infill development/density in the City's core. There is not city planning objective served by this empty lot.
- The proposed use supports housing diversity and infill development consistent with the goals and objectives of the City of Clermont Comprehensive Plan (LDR § 101-246(4)); and
 - The provision of small, less-expensive rental properties in the Clermont city core supports housing diversity and infill development.
- The requested relief is the minimum necessary to permit reasonable development of the land and complies with all other applicable standards (LDR § 101-246(5)).
 - See justifications supplied above. Further, the owner has intentionally designed a building of modest scale to comply with applicable standards and provide neighborhood compatibility.

7. Conclusion

In light of the subject property's dimensional constraints, its adjacency to residential development, the guidance provided by R-3 and R-3-A development standards, and the applicant's intent to construct a modest and context-sensitive duplex, we respectfully request approval of the above-described variances. Granting these variances will allow for the productive use of a vacant infill parcel in a manner consistent with the Land Development Code and Comprehensive Plan while avoiding adverse impacts to the surrounding area.

We appreciate the City's consideration and remain available to provide any additional documentation or clarification required in support of this application.

A handwritten signature in blue ink, appearing to read "Jimmy D. Crawford", with a large, stylized circular flourish at the end.

Jimmy D. Crawford, Esq.
Applicant

Account Number:	526733
Customer Name:	City Of Clermont-Legals
Customer Address:	City of Clermont - LEGALS Po Box 120219 Clermont FL 34712-0219
Contact Name:	City of Clermont
Contact Phone:	352.394.4081
Contact Email:	
PO Number:	

Date:	11/19/2025
Order Number:	11853646
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	52.0000
Height in Inches:	4.3100

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Product	# Insertions	Start - End	Category
LEE Daily Commercial	1	12/02/2025 - 12/02/2025	Govt Public Notices
LEE dailycommercial.com	1	12/02/2025 - 12/02/2025	Govt Public Notices
Total Cash Order Confirmation Amount Due \$84.16 Tax Amount \$0.00 Service Fee 3.99% \$3.36 Cash/Check/ACH Discount -\$3.36 Payment Amount by Cash/Check/ACH \$84.16 Payment Amount by Credit Card \$87.52			
Order Confirmation Amount			\$84.16

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

LEGAL NOTICE

Notice is hereby given that the Clermont City Council will consider a request at a public hearing to be held on Tuesday, December 9th, 2025 at 3:00pm for the following variances: (1) To allow for a two-family dwelling unit to be constructed on a parcel with a lot width less than the minimum required, (2) a lot size less than the minimum area required, (3) to reduce the minimum required living areas for each dwelling unit, (4) to allow for a rear yard setback to be less than the minimum requirements, and (5) to allow for an increase to the maximum impervious surface area allowed within the R-3 Residential/Professional zoning district as required by the Land Development Code Sections 125-249, 125-251 & 125-252 at the following location:

LOCATION

Vacant parcel
Located Northeast of the Ryan Street and Chestnut Street Intersection

(Alternate Key #1612292)

A complete legal description may be obtained in the Development Services Department located at 685 West Montrose Street, Clermont, FL 34711.

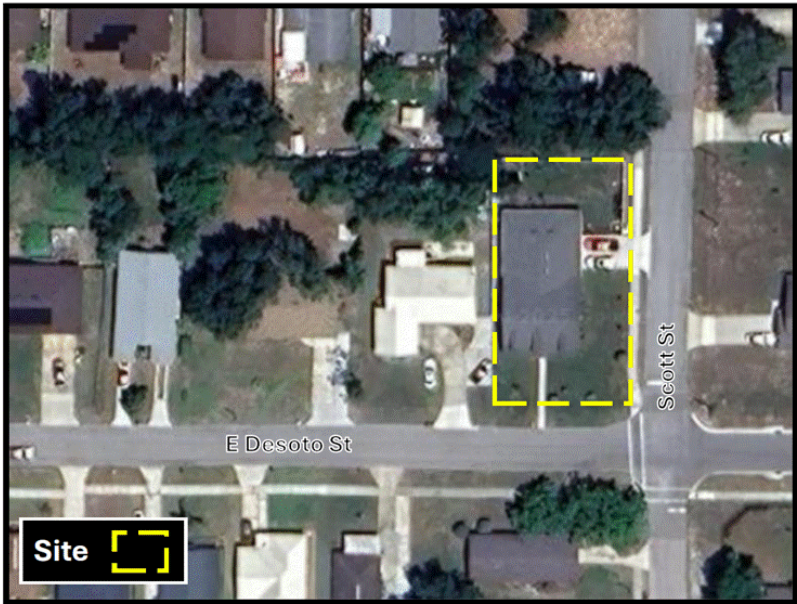
All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

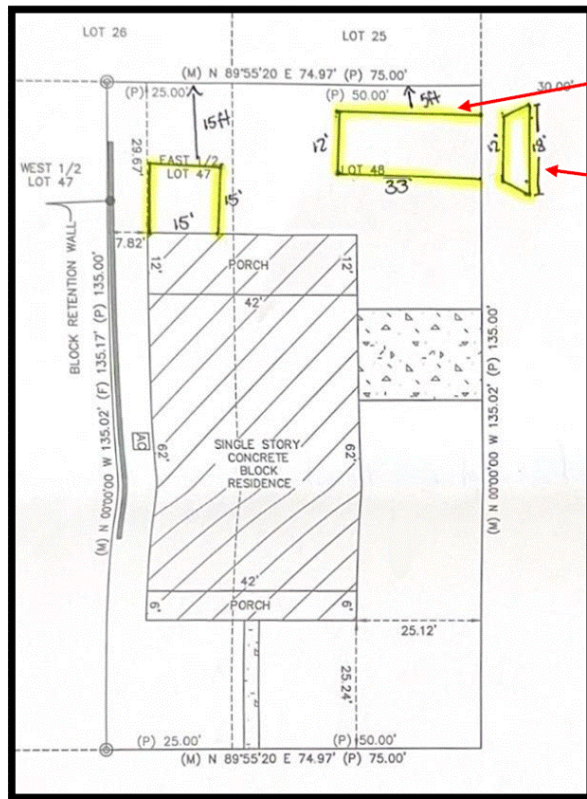
All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings and may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe
City Clerk, MMC
11853646 12/2/2025

AGENDA ITEM

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Variance Request 582 E. Desoto St.	
Requested Action	
Recommend denial of the variance requests.	
Staff Report	
The applicant, Elex Newsome, is requesting two variances to the Land Development Code (1) to allow for a secondary residential driveway access within 100 linear feet and (2) to allow a driveway to encroach into the rear yard setback to be less than the minimum requirements of the special setback as required by the Land Development Code Sections 115-9 and 125-520. The property, 582 E. Desoto St., is a corner lot located at the intersection of E. Desoto St. and Scott St in the R-1 Zoning District. It is developed as a single-family home and currently has an existing driveway on the east side of the property that provides access to an attached garage.	
	
The applicant is proposing to construct a second driveway, also on the east side, to provide access to the backyard for the purpose of parking a boat. The property has an existing fence with two gate openings along the east side, which currently allow access to the backyard. The applicant has aligned the proposed driveway with these existing gates, which results in a 5-foot rear yard setback for the proposed concrete pad where the boat would be parked, less than the required 7.5-foot special setback, Section 125-520.	



Concrete Pad
with 5ft Rear
yard Setback

Driveway Apron

Due to the orientation of the home, the front yard is located on the south side, which designates the northern portion of the lot as the rear yard. The proposed driveway would extend into this rear yard area, triggering the need for a variance from the special setback requirement.

While staff acknowledge that the property currently does not have a rear neighbor, the Land Development Code is intended to apply consistently across all properties, regardless of current site conditions. The restriction on multiple driveway access within 100 feet is in place to limit unnecessary curb cuts, preserve the visual character of residential streets, and minimize potential traffic and safety concerns.

In this case, the proposed second driveway would be located in close proximity to the existing one, which is not consistent with the intent of the Code. Additionally, the applicant has not demonstrated that the variance is the minimum necessary to achieve reasonable use of the property.

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does not meet a positive finding on two of the five criteria. Therefore, staff recommends denial of the variance request.

Additional Analysis

Fiscal Impact Summary

Fiscal Impact

Fund Number and Description

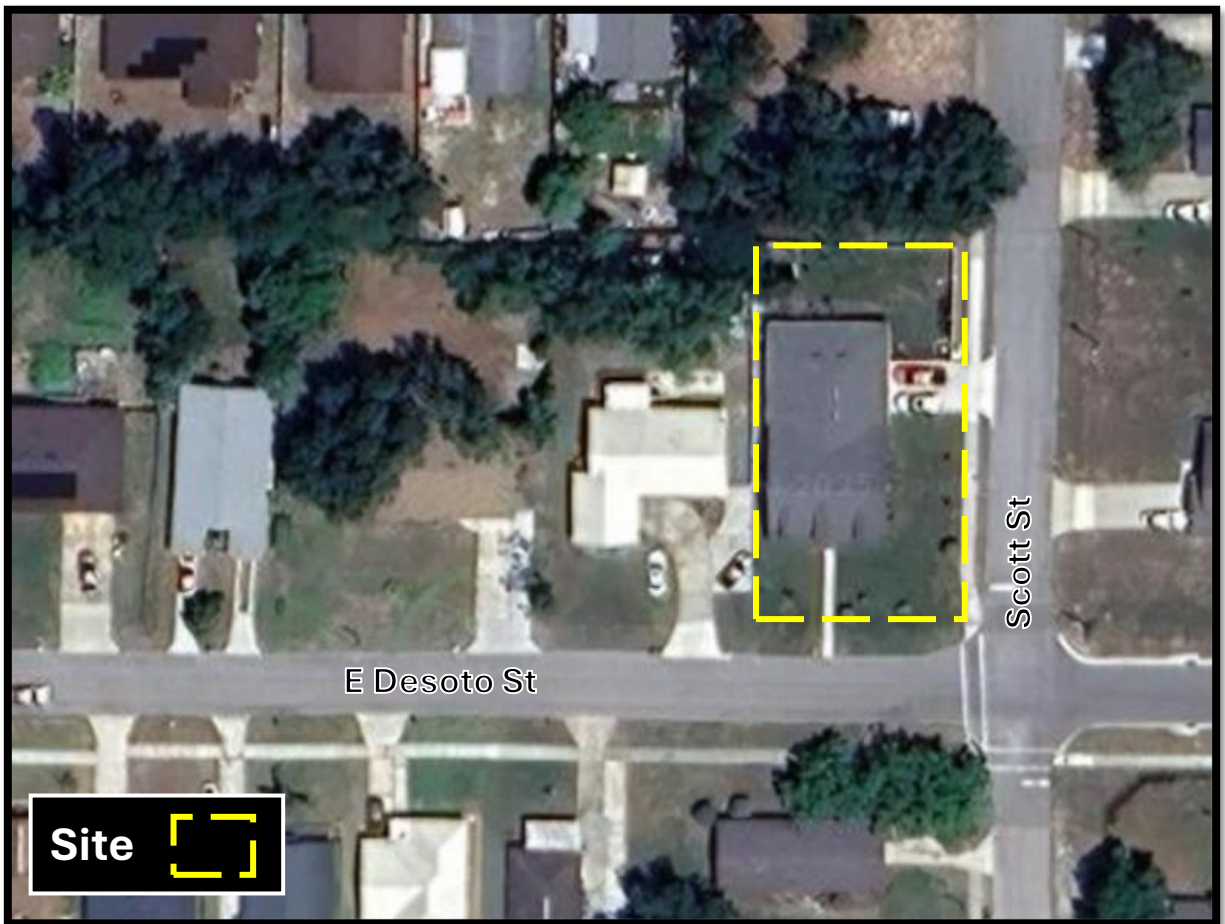
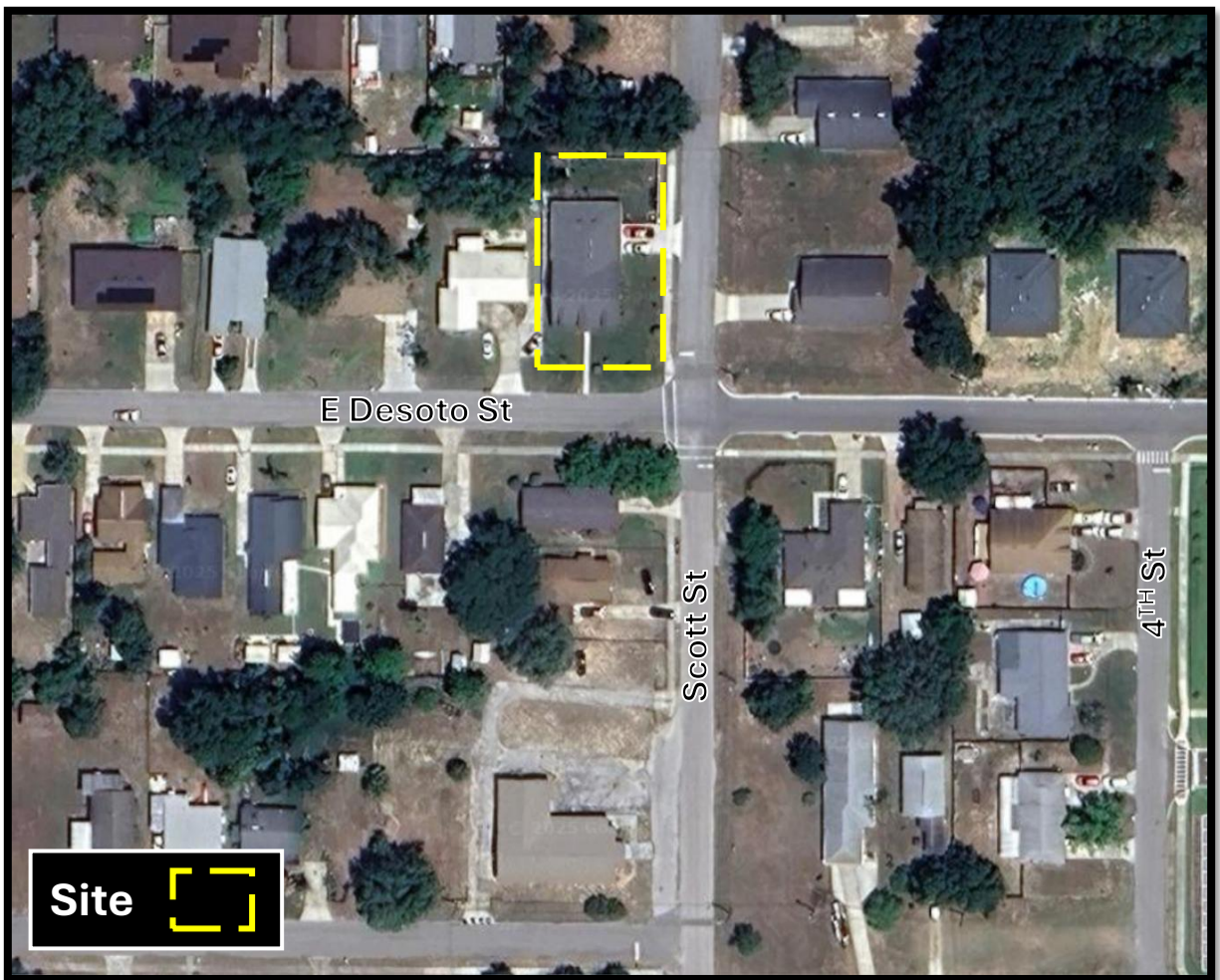
Available Budget Amount

Exhibits Attached (copies of original agreements)

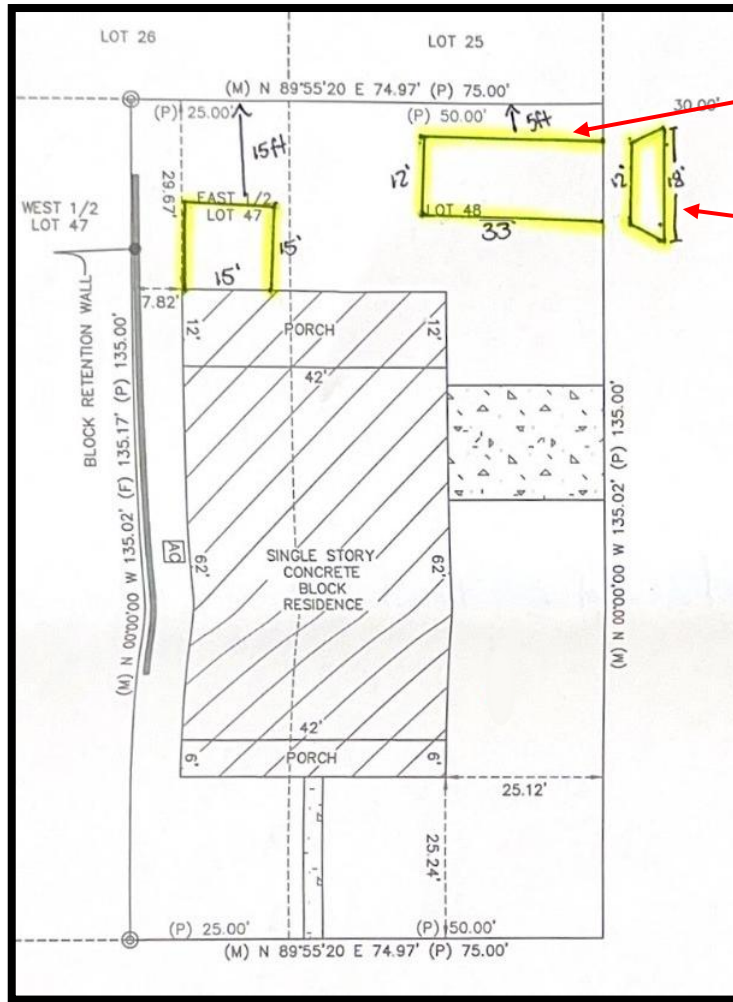
- | | |
|---|--|
| 1. Location Maps | Location Maps.pdf |
| 2. Survey-marked | Survey-marked.jpg |
| 3. Survey | Survey.pdf |
| 4. Staff Analysis E Desoto | Staff Analysis E Desoto.pdf |
| 5. 101-246 Review Criteria - VAR (11.20.25) | 101-246 Review Criteria - VAR (11.20.25).pdf |

6.	Variance application	Variance application.pdf
7.	Legal AD - 582 E Desoto VAR	Legal AD - 582 E Desoto VAR.pdf

582 E Desoto St Variance



582 E Desoto St Variance



Concrete Pad
with 5ft Rear
yard Setback

Driveway Apron

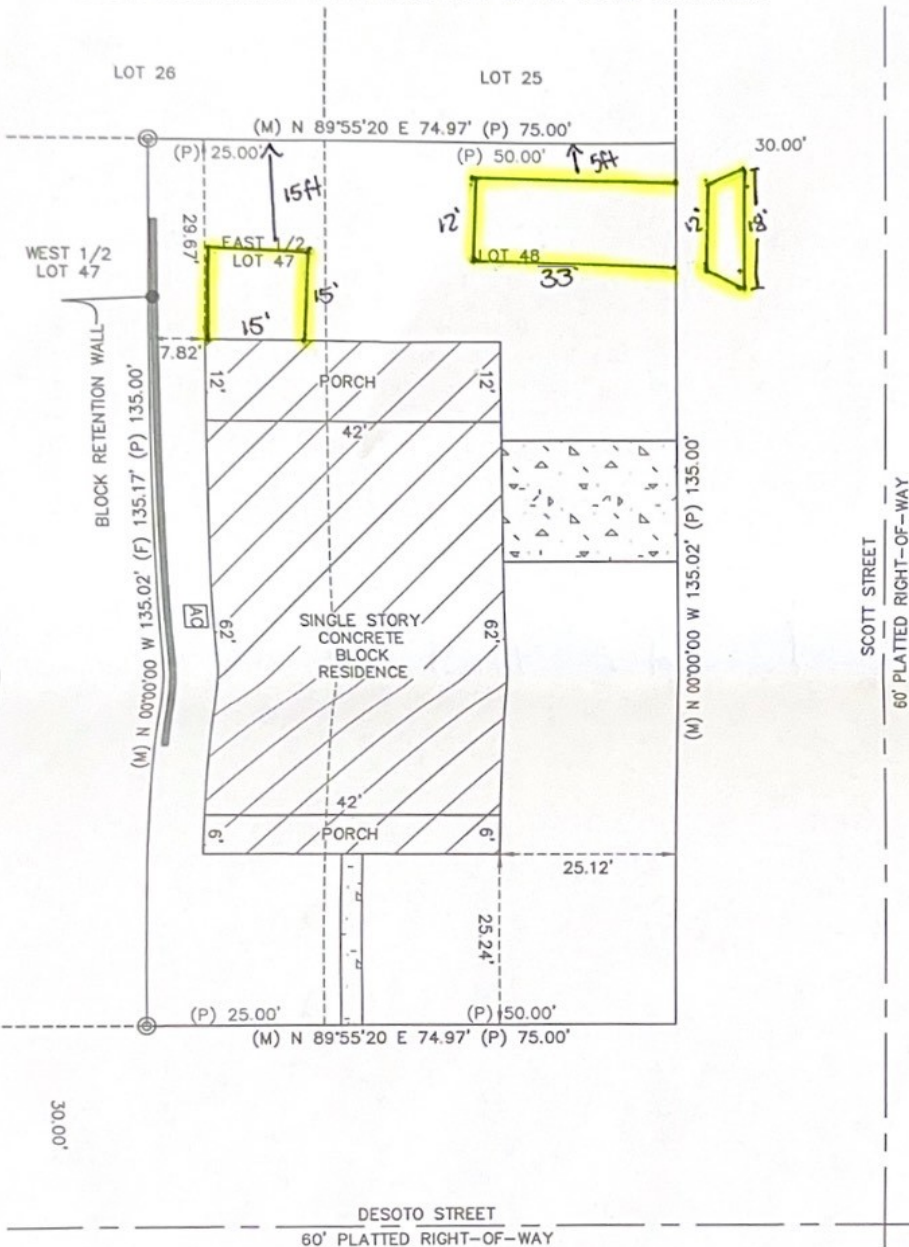


DESCRIPTION:

LOT 48 AND THE EAST 1/2 OF LOT 47, PINECREST, ON THE OFFICIAL MAP OF CLERMONT, LAKE COUNTY, FLORIDA, FILED FEBRUARY 4, 1926, AND RECORDED IN PLAT BOOK 8, PAGE(S) 17 THROUGH 23, INCLUSIVE, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

NOTES:

1. BEARINGS BASED ON THE ASSUMED BEARING OF N 00°00'00" W ALONG THE WEST LINE OF THE EAST 1/2 OF LOT 47.
2. ABOVEGROUND ENCROACHMENTS, IF ANY, NOT SHOWN.
3. UNDERGROUND ENCROACHMENTS OR IMPROVEMENTS, IF ANY, NOT LOCATED.
4. THIS PROPERTY IS SUBJECT TO ALL EASEMENTS, RIGHT OF WAY, SETBACKS OR RESTRICTIONS.
5. THIS SURVEY IS SUBJECT TO ANY FACTS THAT MIGHT BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
6. ADDITIONS OR DELETIONS TO THE SURVEY SHOWN HEREON BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
7. FENCE LINES, IF ANY, DEPICTED HEREON, MEANDER ALONG SHOWN PATH.
8. THERE HAS BEEN NO ATTEMPT TO LOCATE ANIMAL OR PLANT SPECIES THAT MAY BE ENDANGERED, THREATENED, OR PROTECTED.
9. BOUNDARY INFORMATION SHOWN HEREON TAKEN FROM A SURVEY COMPLETED BY DEAL LAND SURVEYING, LLC. LB8121 ON 06/09/2020 AND SIGNED BY BILL H. HYATT LS4636 ON 06/11/2020.
10. PROPERTY SHOWN HEREON LIES IN FLOOD ZONE "X" PER GIS MAP 2012 DATUM.



© = FOUND #4 LB4264
(P) = PLAT DIMENSIONS
(F) = FIELD MEASUREMENTS
(M) = DLS MAP DIMENSIONS

BLACKBURN SURVEYING, INC.
L.B. # 6528
642 WEST HIGHWAY 50
P.O. BOX 121022
CLERMONT, FLORIDA 34712
(352) 394-4417

REVISED ON:
12/12/2023 FOR FINAL SURVEY (JCP)

SCOTT STREET
CLERMONT FLORIDA 34711
OR BOOK 1042 PG 1669
OR BOOK 6013 PG 1145
ALT KEY: 1625564
PARCEL ID:
19-22-26-1100-000-04700



ELECTRONICALLY SIGNED AND SEALED BY PATRICK M. KELLEY ON 12/12/2023

PATRICK M. KELLEY, P.L.S. FLORIDA SURVEYOR;S CERTIFICATE NO. 4423
THIS SURVEY IS NOT VALID WITHOUT ORIGINAL RAISED SEAL AND SIGNATURE OF A FLORIDA LICENSED SURVEYOR.
EXCEPT WHEN THE ELECTRONIC SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR IS AFFIXED HERETO,
THE SURVEY DEPICTED HERE IS NOT COVERED BY PROFESSIONAL LIABILITY INSURANCE.

AS-BUILT SURVEY FOR:
HAUFF

SCALE: 1" = 11X17	APPROVED BY: PMK	DRAWN BY: JCP
DATE: 04/24/2023	FB/PAGE: 386/38&47	GPS POINTS FILE:

PINECREST
LAKE COUNTY, FLORIDA

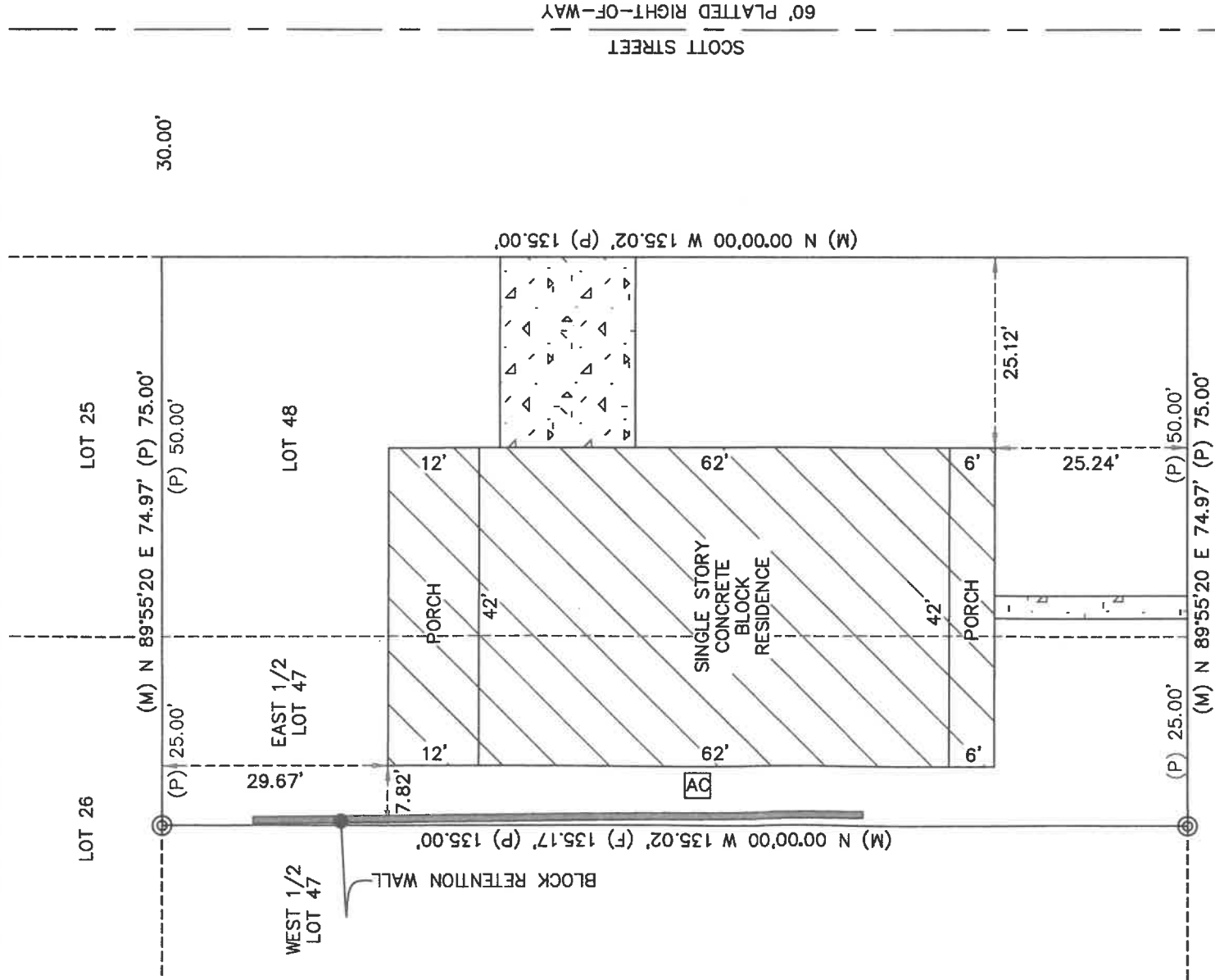
PAGE NO. 1-1 DRAWING NO. pinecrest48+

DESCRIPTION:

LOT 48 AND THE EAST 1/2 OF LOT 47, PINECREST, ON THE OFFICIAL MAP OF CLERMONT, LAKE COUNTY, FLORIDA, FILED FEBRUARY 4, 1926, AND RECORDED IN PLAT BOOK 8, PAGE(S) 17 THROUGH 23, INCLUSIVE, OF THE PUBLIC RECORDS OF LAKE COUNTY, FLORIDA.

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9. BOUNDARY INFORMATION SHOWN HEREON TAKEN FROM A SURVEY COMPLETED BY DEAL LAND SURVEYING, LLC. LB8121 ON 06/09/2020 AND SIGNED BY BILL H. HYATT LS4636 ON 06/11/2020.
10. PROPERTY SHOWN HEREON LIES IN FLOOD ZONE "X" PER GIS MAP 2012 DATUM.



30.00'

© = FOUND #4 LB4264
(P) = PLAT DIMENSIONS
(F) = FIELD MEASUREMENTS
(M) = DLS MAP DIMENSIONS

BLACKBURN SURVEYING, INC.
L.B. # 6528
642 WEST HIGHWAY 50
P.O. BOX 121022
CLERMONT, FLORIDA 34712
(352) 394-4417

AS-BUILT SURVEY FOR:
HAUFF

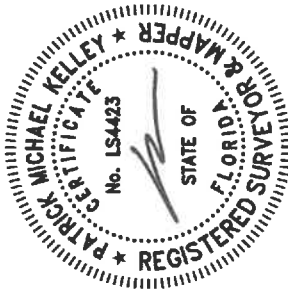
SCALE: 1" = 11X17 PMK	APPROVED BY: JCP	DRAWN BY:
DATE: 04/24/2023	FB/PAGE: 386/38&47	GPS POINTS FILE:

PINECREST
LAKE COUNTY, FLORIDA
PAGE NO. 1-1
DRAWING NO. pinecrest48+

DESOTO STREET
60' PLATTED RIGHT-OF-WAY

REVISED ON:
12/12/2023 FOR FINAL SURVEY (JCP)

SCOTT STREET
CLERMONT FLORIDA 34711
OR BOOK 1042 PG 1669
OR BOOK 6013 PG 1145
ALT KEY: 1625564
PARCEL ID:
19-22-26-1100-000-04700



ELECTRONICALLY SIGNED AND SEALED BY PATRICK M. KELLEY ON 12/12/2023

PATRICK M. KELLEY, P.L.S. FLORIDA SURVEYOR'S CERTIFICATE NO. 4423
THIS SURVEY IS NOT VALID WITHOUT ORIGINAL RAISED SEAL AND SIGNATURE OF A FLORIDA LICENSED SURVEYOR.
EXCEPT WHEN THE ELECTRONIC SIGNATURE AND SEAL OF A FLORIDA LICENSED SURVEYOR IS AFFIXED HERETO.
THE SURVEY DEPICTED HERE IS NOT COVERED BY PROFESSIONAL LIABILITY INSURANCE.



CITY OF CLERMONT Staff Analysis Report

OWNER: Elex L. Newsome

APPLICANT: Elex L. Newsome

PROJECT NAME: Desoto Street Variance

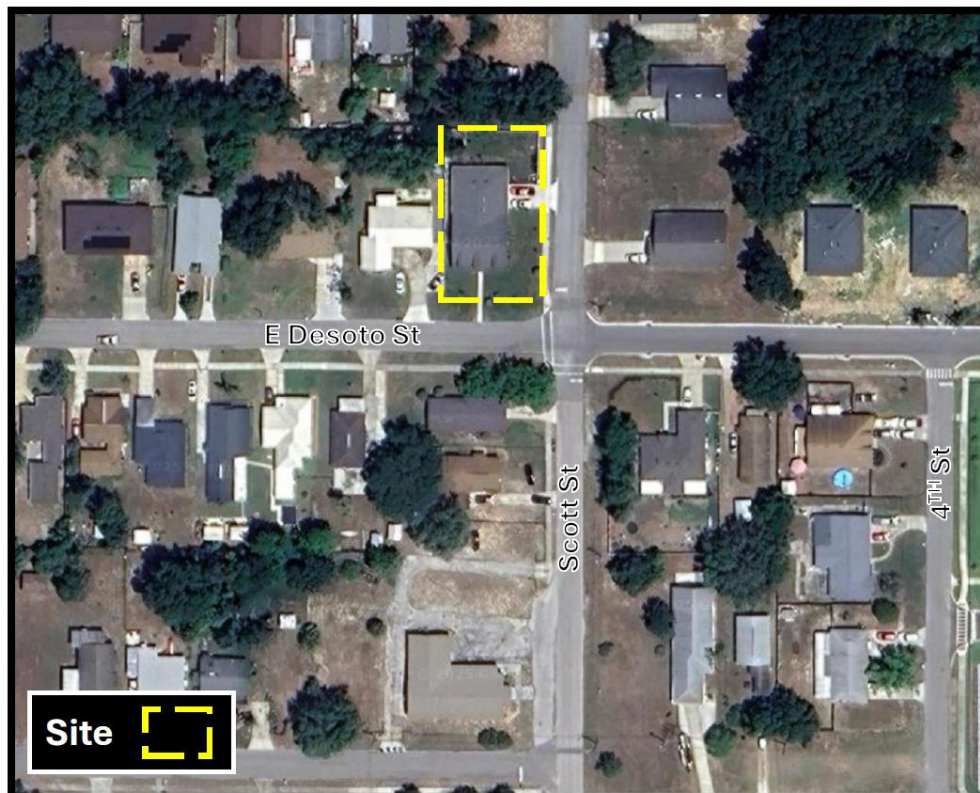
REQUESTED ACTION: Consider two variance requests to allow for a secondary residential driveway access within 100 linear feet; and to allow a driveway to encroach into the rear yard setback to be less than the minimum requirements of the special setback.

SIZE OF PARCEL: 10,125 sqft (75' by 135')

LOCATION: 582 E. Desoto St. Variance

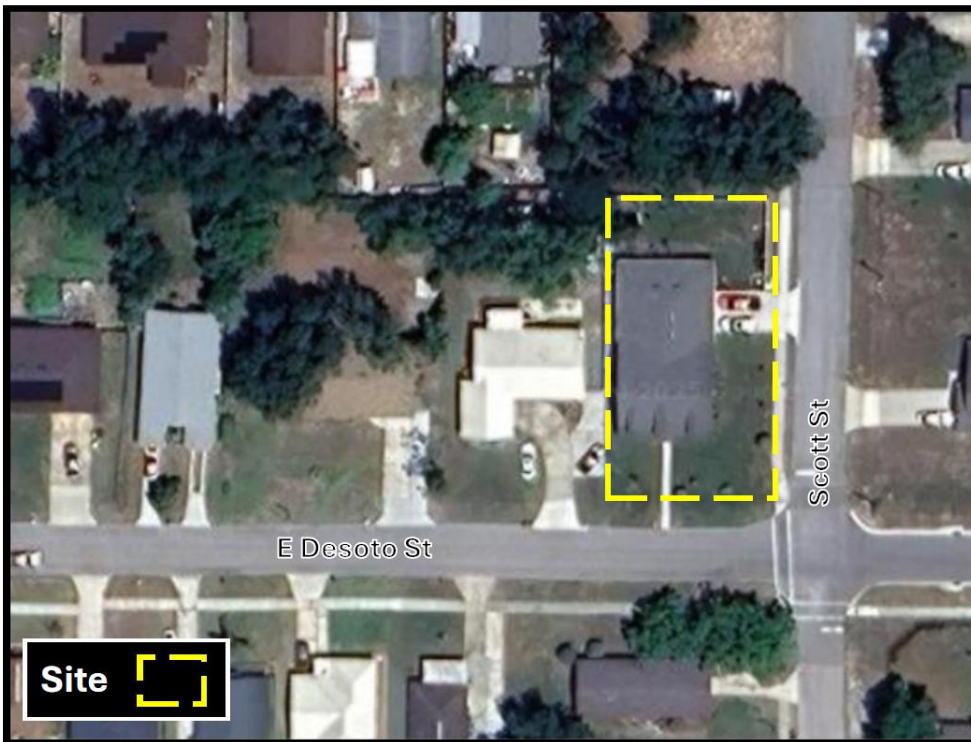
EXISTING ZONING: Single Family Medium Density Residential District (R-1)

FUTURE LAND USE CATEGORY: Low Density Residential

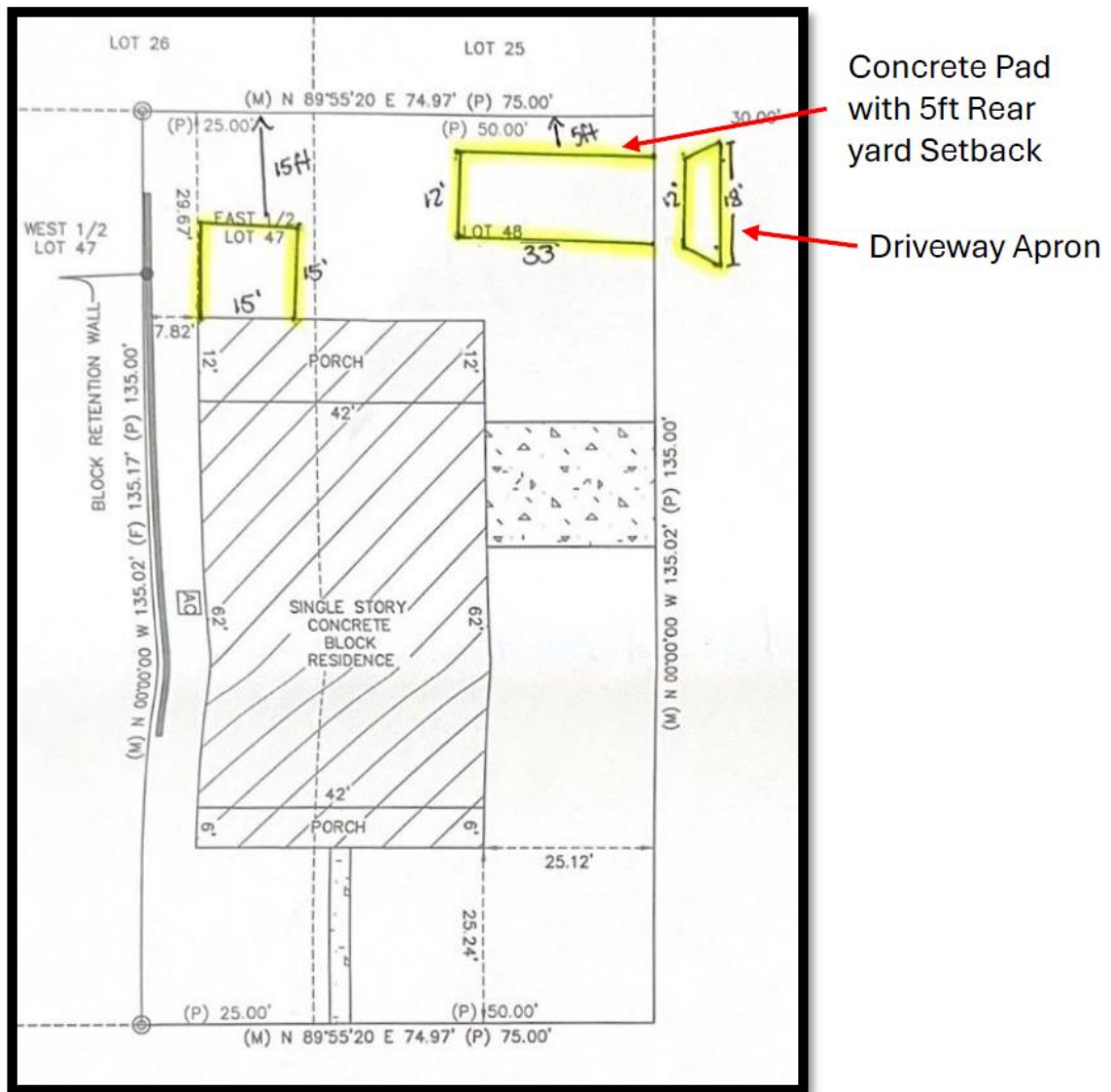


ANALYSIS:

The applicant, Elex Newsome, is requesting two variances to the Land Development Code (1) to allow for a secondary residential driveway access within 100 linear feet and (2) to allow a driveway to encroach into the rear yard setback to be less than the minimum requirements of the special setback as required by the Land Development Code Sections 115-9 and 125-520. The property, 582 E. Desoto St., is a corner lot located at the intersection of E. Desoto St. and Scott St in the R-1 Zoning District. It is developed with a single-family home and currently has an existing driveway on the east side of the property that provides access to an attached garage.



The applicant is proposing to construct a second driveway, also on the east side, to provide access to the backyard for the purpose of parking a boat. The property has an existing fence with two gate openings along the east side, which currently allow access to the backyard. The applicant has aligned the proposed driveway with these existing gates, which results in a 5-foot rear yard setback for the proposed concrete pad where the boat would be parked, less than the required 7.5-foot special setback, Section 125-520.



Due to the orientation of the home, the front yard is located on the south side, which designates the northern portion of the lot as the rear yard. The proposed driveway would extend into this rear yard area, triggering the need for a variance from the special setback requirement.

While staff acknowledge that the property currently does not have a rear neighbor, the Land Development Code is intended to apply consistently across all properties, regardless of current site conditions. The restriction on multiple driveway access within 100 feet is in place to limit unnecessary curb cuts, preserve the visual character of residential streets, and minimize potential traffic and safety concerns.

In this case, the proposed second driveway would be located in close proximity to the existing one, which is not consistent with the intent of the Code. Additionally, the applicant has not demonstrated that the variance is the minimum necessary to achieve reasonable use of the property.

STAFF RECOMMENDATION:

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does not meet a positive finding on two of the five criteria. Therefore, staff recommends denial of the variance request.

582 E Desoto St. AK#1625564 – Variance

The requirements for a variance are as follows:

“Sec. 101-246, Review Criteria and Finding. When reviewing an application for a variance, the City Council shall not vary the requirements of the land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:”

FINDINGS:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
Applicant response: *Does not affect any neighbors.*

Staff comments: *The subject property is a corner lot with no adjacent rear neighbors. The proposed rear yard setback reduction and secondary access will not interfere with the use of neighboring properties. The driveway location does not impact side neighbors and maintains adequate separation from all adjoining properties.*

Positive finding

- (2) The variance will allow reasonable use of the property; which use is not out of character with other properties in the same zoning category;
Applicant response: *Allowing the variance will allow me the access to the backyard.*

Staff comments: *The variance request for a secondary access on the same street and a reduced rear yard setback for driveway is not consistent with other properties in the R-1 Single Family Medium Density Residential district. While access to the backyard is desirable, it doesn't constitute a necessity for reasonable use of the property.*

Negative finding

- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied;
Applicant response: *The current land use regulation would not allow the best use of property.*

Staff comments: *The requested variance to allow for a secondary access and driveway in the backyard is not consistent with the Land Development Code. However, granting the variance would not seem to prohibit any further legitimate city objective.*

Positive finding

- (4) The granting of the variance is consistent with the city's comprehensive plan;
Applicant response: *No response.*

Staff comments: *The variance request is not in direct conflict with the City's Comprehensive Plan.*

Positive finding

- (5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure of the benefits that would be achieved under the other variance criteria by granting of the variance outweigh the benefits under this criteria if the variance was denied;

Applicant response: *The requested variance is the best possible plan for the use of the property for the parking of my boat.*

Staff comments: *The applicant's variance requests are more than the minimum that would make reasonable use of the land. An alternative solution may include realigning the driveway to comply with the required 7.5 foot setback.*

Negative finding

STAFF RECOMMENDATION: Section 101-246 of the Land Development Code requires a positive finding on the Review Criteria and Findings in order to grant a variance, staff has reviewed the application as presented and finds the application cannot meet a positive finding on two of the five criteria. Therefore, staff recommends **denial** of the variance request to the Land Development Code.



CITY OF CLERMONT VARIANCE APPLICATION

DATE		FEE:	
Project Name (if applicable) DRIVEWAY AND BOAT PAD			
Applicant ELEK L. NEWSOME			
Contact Person 582 EAST DESOTO ST			
Address 904-887-3226		City CLERMONT	State FL
Telephone POPSAND3@GMAIL.COM		Zip 34711	
Email		Fax	
OWNER INFORMATION ☒ (Check box if information is same as Applicant)			
Owner's Name			
Owner Address		City	State
Telephone		Zip	
Email		Fax	
PROPERTY INFORMATION			
Address of Subject Property 582 EAST DESOTO ST		City CLERMONT	State FL
General Location CORNER OF EAST DESOTO AND SCOTT ST.		Zip 34711	
Legal Description & Alternate Key (include copy of survey)			
Land Use (City verification required)			
Zoning (City verification required)			



CITY OF CLERMONT VARIANCE APPLICATION

Answers to the following questions are required to complete this application.

City Zoning Ordinance (Land Development Code Section) from which you are requesting relief:

What are you proposing to do that would require a variance and why?

CONCRETE DRIVE INTO BACKYARD

How does the Code create a hardship?

HAVE NO WAY TO ACCESS BACKYARD WITH BOAT.

The following justifications must be completed for any variance requested:

Variance requested – subject and code section:

Sec. 86-174. Review criteria and findings.

When reviewing an application for a variance, the City Council shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;

DOES NOT AFFECT ANY NEIGHBORS

- (2) The variance will allow a reasonable use of the property, which use is not out of character with other properties in the same zoning category;

ALLOWING THE VARIANCE
WILL ME TO ACCESS THE BACKYARD

- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance were denied;

THE CURRENT LAND USE REGULATION WOULD NOT
ALLOW THE BEST USE OF PROPERTY.



CITY OF CLERMONT
VARIANCE
APPLICATION

(4) The granting of the variance is consistent with the city's comprehensive plan; and

(5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied.

THIS IS THE BEST POSSIBLE PLAN FOR THE USE
OF THE PROPERTY FOR PARKING MY BOAT,

ELEX L. NEWSOME

Applicant Name (print)

ELEX L. NEWSOME

Owner Name (print)

x [Signature]

Applicant Name (signature)

x [Signature]

Owner Name (signature)

NOTICE

IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY IN PROCESSING AND WILL NOT BE SCHEDULED UNTIL SUCH CORRECTIONS ARE MADE. APPLICATION FOR VARIANCE DOES NOT GUARANTEE APPROVAL. THE APPLICANT MUST BE PRESENT AT ANY MEETINGS TO JUSTIFY AND SUPPORT THE REQUEST.

City of Clermont
Development Services Department
685 W. Montrose St.
P.O. Box 120219
Clermont, FL 34712-0219
(352) 394-4083 Fax: (352) 394 3542

Order Confirmation

Not an Invoice

Account Number:	526733
Customer Name:	City Of Clermont-Legals
Customer Address:	City of Clermont - LEGALS Po Box 120219 Clermont FL 34712-0219
Contact Name:	City of Clermont
Contact Phone:	352.394.4081
Contact Email:	
PO Number:	

Date:	11/18/2025
Order Number:	11850981
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	47.0000
Height in Inches:	3.9000

Print

Product	#Insertions	Start - End	Category
LEE Daily Commercial	1	12/02/2025 - 12/02/2025	Public Notices
LEE dailycommercial.com	1	12/02/2025 - 12/02/2025	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$76.26
Tax Amount	\$0.00
Service Fee 3.99%	\$3.04
Cash/Check/ACH Discount	-\$3.04
Payment Amount by Cash/Check/ACH	\$76.26
Payment Amount by Credit Card	\$79.30

Order Confirmation Amount

\$76.26

Ad Preview

LEGAL NOTICE

Notice is hereby given that the Clermont City Council will consider a request at a public hearing to be held on Tuesday, December 9th, 2025 at 3:00pm for the following variances: (1) To allow for a secondary residential driveway access within 100 linear feet; and (2) to allow a driveway to encroach into the rear yard setback to be less than the minimum requirements of the special setback within the R-1 Low Density Residential zoning district as required by the Land Development Code Sections 115-9 and 125-520 at the following location:

LOCATION

Corner of East Desoto St. and Scott St.

582 E. Desoto St.

(Alternate Key #1625564)

A complete legal description may be obtained in the Development Services Department located at 685 West Montrose Street, Clermont, FL 34711.

All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

All interested parties will be given an opportunity to express their views on this matter.

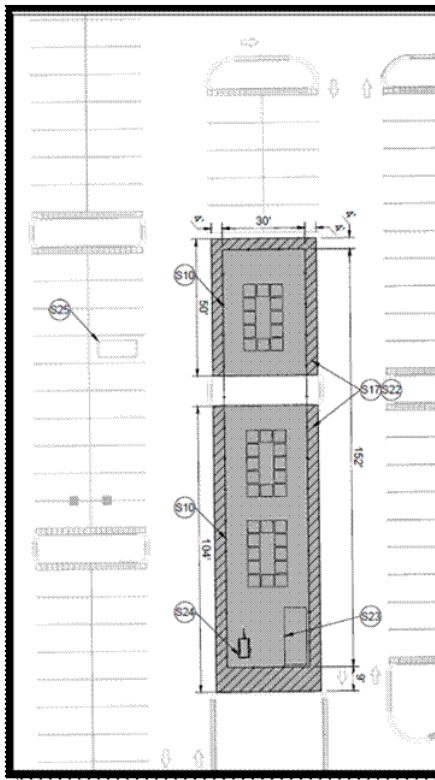
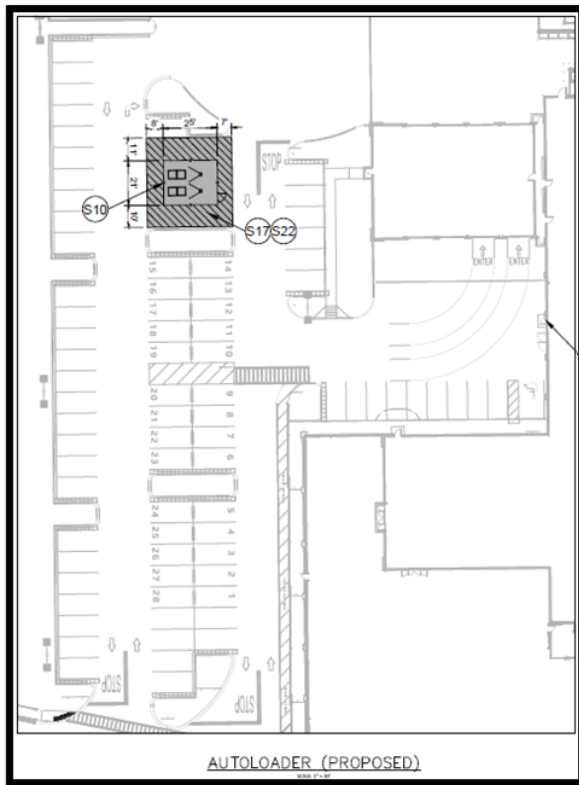
Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings and may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe
City Clerk, MMC
Daily Commercial
December 2nd, 2025

11850981 12/2/2025

AGENDA ITEM

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Variance Request <i>Walmart</i>	
Requested Action	
Recommend approval of the variance requests.	
Staff Report	
The applicant is requesting two variances from the Land Development Code to support the implementation of a new drone delivery service at the existing Walmart Supercenter located at 1450 Johns Lake Road. The variances requested are as follows: (1) to allow for a fence to be more than six feet in a commercial district, Section 125-521(c)(2) Fences and Walls, and (2) to allow for a shipping container to be used for a drone delivery service for a longer time period allowed under a temporary structure permit, Section 125-530 Temporary Structures & 119-202 Architectural Standards.	
	
The subject property is currently zoned as a Planned Unit Development (PUD) and is being developed as a Walmart Supercenter. The applicant is proposing to expand services at this location by introducing a drone-based delivery system, which would be the first fully operational Walmart drone delivery hub in the State of Florida. The proposed drone delivery system will consist of two distinct operational areas on the property: The Autoloader Station (Northwest Corner) will be where the drones will pick up the packages prepared to deliver. It will be enclosed by an eight (8) foot high fence and will occupy approximately 525 square feet. The Drone “Nest” Area (Southeast Corner) will be a hub where drones will be stored, maintained, and launched. The area will be enclosed by an eight (8) foot high fence and will include a shipping container used to securely store and manage drone equipment. The total area of this zone is approximately 4,560 square feet. The applicant shall ensure all drone operations comply with applicable FAA regulations and local safety protocols.	



The two areas will result in the removal of approximately 38 existing parking spaces. However, based on the overall site plan and the surplus of parking spaces beyond the minimum code requirement, this reduction does not present a concern for site functionality or customer access.

Staff have reviewed the application and understands that the increased fence height is necessary to ensure the security and safety of the drone equipment and operations. The eight-foot fencing will provide a physical barrier to unauthorized access and help mitigate potential safety risks associated with drone technology. Also, the shipping container serves as a secure and weather-resistant facility for drone storage and operations. The applicant is requesting relief from the temporary use time limits to allow the container to remain on-site for an extended period, potentially as a semi-permanent fixture due to the long-term nature of the drone program.

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does meet a positive finding on five of the five criteria. Therefore, staff recommends approval of the variance request.

Additional Analysis

Fiscal Impact Summary

Fiscal Impact

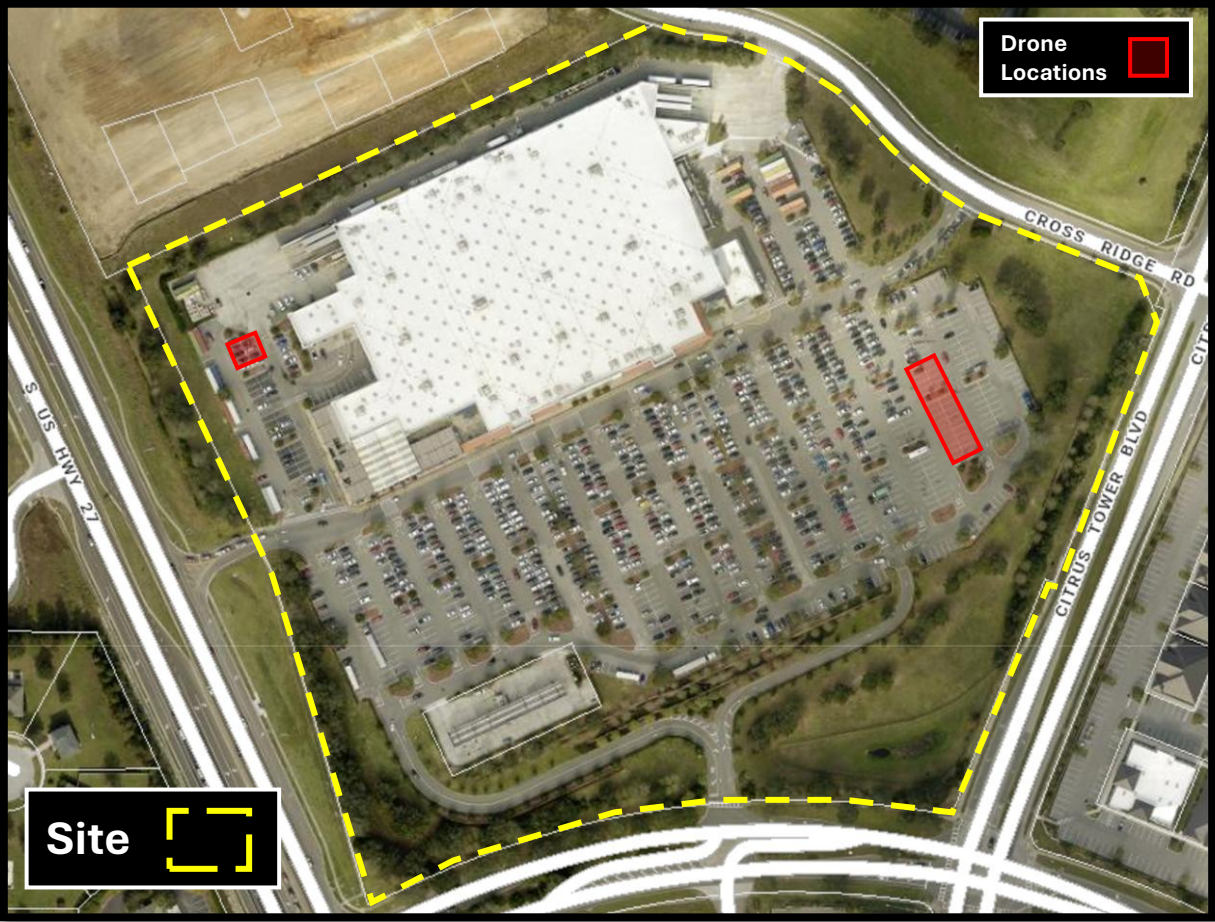
Fund Number and Description

Available Budget Amount

Exhibits Attached (copies of original agreements)

- | | |
|--|---|
| 1. Location Maps | Location Maps.pdf |
| 2. Site Plan | Site Plan.pdf |
| 3. Staff Analysis Walmart Drone | Staff Analysis Walmart Drone.pdf |
| 4. 101-246 Review Criteria - VAR | 101-246 Review Criteria - VAR.pdf |
| 5. City of Clermont Variance Application | City of Clermont Variance Application.pdf |
| 6. Legal AD - VAR Drone | Legal AD - VAR Drone.pdf |

Walmart Variance



**WALMART
SUPERCENTER
#2695-1026**

CONTRACTOR SHALL REFER TO SHEET C1.3 FOR IMPROVEMENTS TO DRONE AUTO/LOADER LOCATION

EXISTING OFD ASSOCIATE DOOR

GENERAL MERCH.

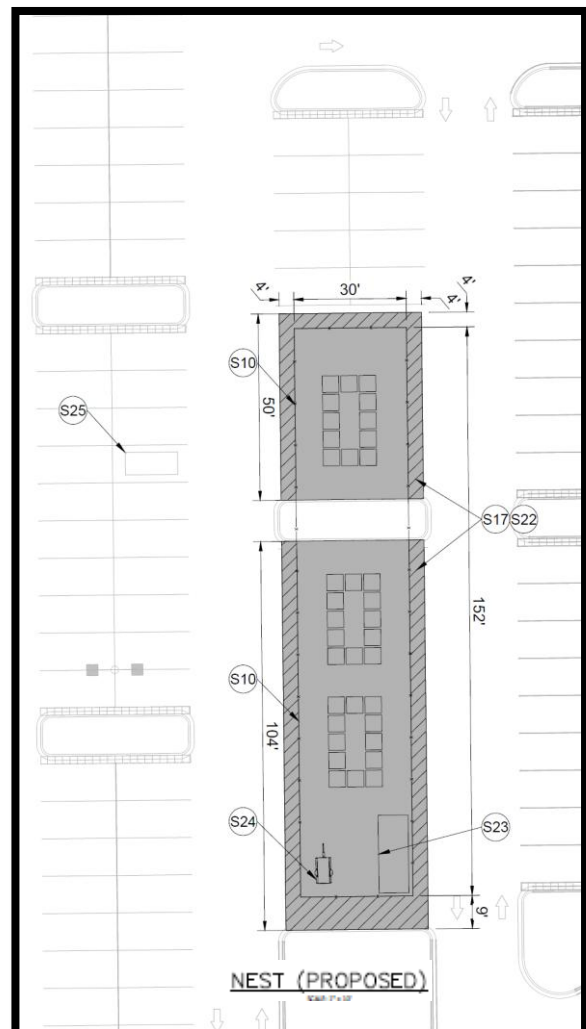
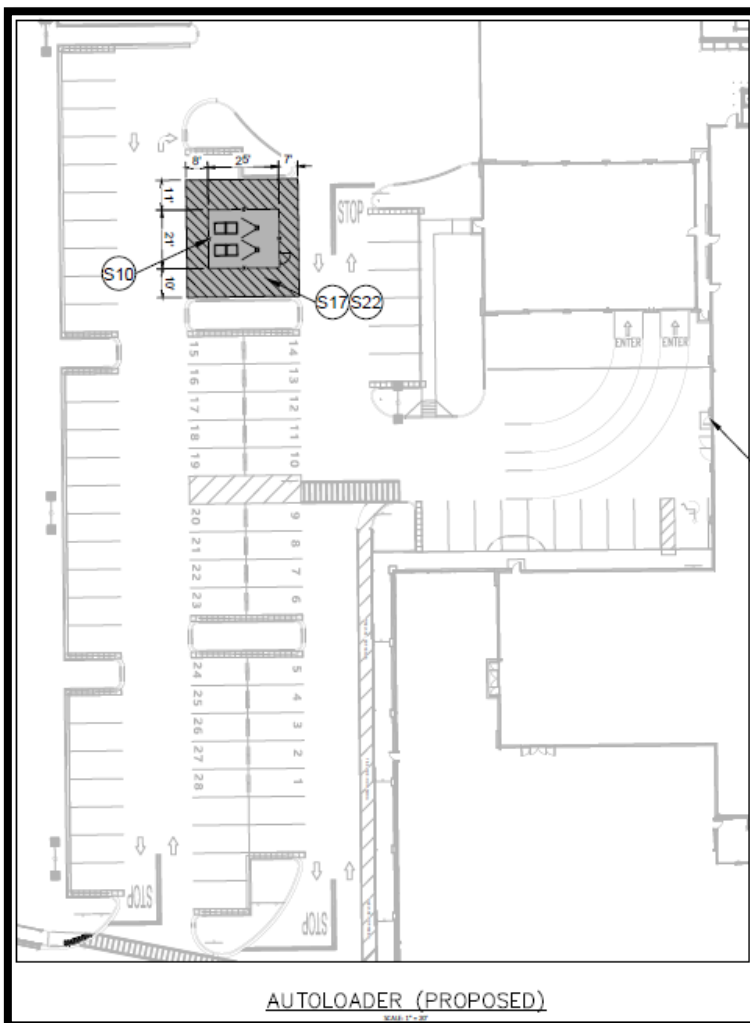
GROCERY

LIQUOR STORE

CONTRACTOR SHALL REFER TO SHEET C1.3 FOR IMPROVEMENTS TO DRONE NEST LOCATION

CROSS RIDGE RD.

GAS STATION





CITY OF CLERMONT Staff Analysis Report

OWNER: Walmart Stores East - LP

APPLICANT: Audrey Rivera

PROJECT NAME: Walmart Drone Project

REQUESTED ACTION: Consider two variance requests to allow for a fence to be more than six feet in a commercial district; and to allow for a shipping container to be used for a drone delivery service for a longer time period allowed under a temporary structure permit.

SIZE OF PARCEL: 1247643.00 sqft

LOCATION: 1450 Johns Lake Rd

EXISTING ZONING: PUD – Planned Unit Development

FUTURE LAND USE CATEGORY: Master Planned Development

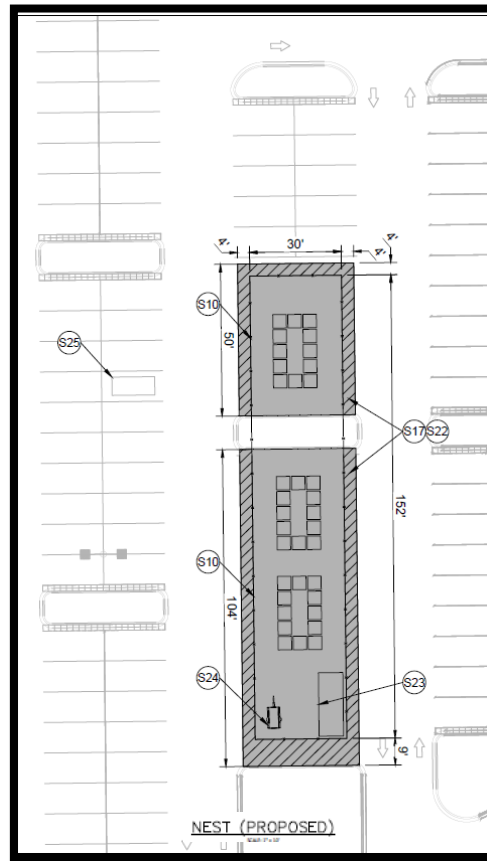
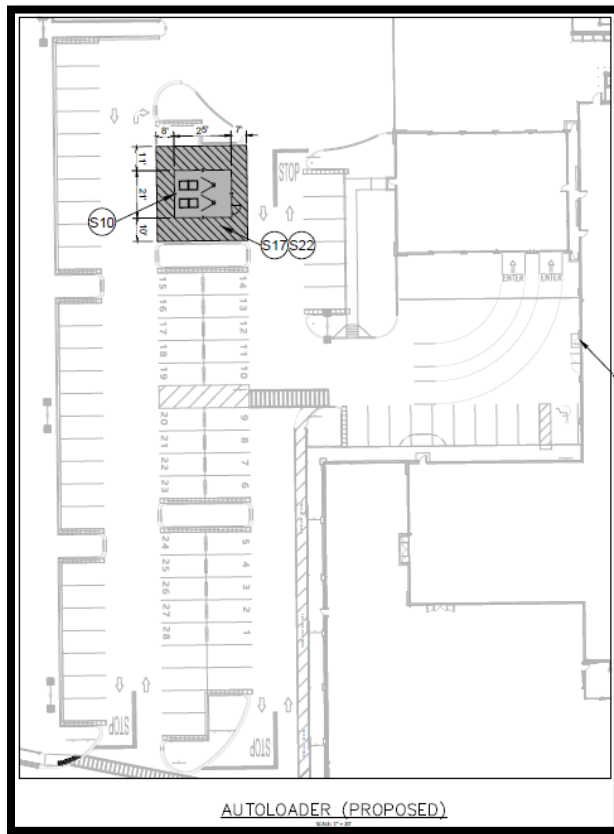


ANALYSIS:

The applicant is requesting two variances from the Land Development Code to support the implementation of a new drone delivery service at the existing Walmart Supercenter located at 1450 Johns Lake Road. The variances requested are as follows: (1) to allow for a fence to be more than six feet in a commercial district, Section 125-521(c)(2) Fences and Walls, and (2) to allow for a shipping container to be used for a drone delivery service for a longer time period allowed under a temporary structure permit, Section 125-530 Temporary Structures & 119-202 Architectural Standards.



The subject property is currently zoned as a Planned Unit Development (PUD) and is developed as a Walmart Supercenter. The applicant is proposing to expand services at this location by introducing a drone-based delivery system, which would be the first fully operational Walmart drone delivery hub in the State of Florida. The proposed drone delivery system will consist of two distinct operational areas on the property: The Autoloader Station (Northwest Corner) will be where the drones will pick up the packages prepared to delivery. It will be enclosed by an eight (8) foot high fence and will occupy approximately 525 square feet. The Drone “Nest” Area (Southeast Corner) will hub where drones will be stored, maintained, and launched. The area will be enclosed by an eight (8) foot high fence and will include a shipping container used to securely store and manage drone equipment. The total area of this zone is approximately 4,560 square feet. The applicant shall ensure all drone operations comply with applicable FAA regulations and local safety protocols.



The two areas will result in the removal of approximately 38 existing parking spaces. However, based on the overall site plan and the surplus of parking spaces beyond the minimum code requirement, this reduction does not present a concern for site functionality or customer access.

Staff have reviewed the application and understands that the increased fence height is necessary to ensure the security and safety of the drone equipment and operations. The eight-foot fencing will provide a physical barrier to unauthorized access and help mitigate potential safety risks associated with drone technology. Also, the shipping container serves as a secure and weather-resistant facility for drone storage and operations. Due to the long-term nature of the drone program, the applicant is requesting relief from the temporary use time limits to allow the container to remain on-site for an extended period, potentially as a semi-permanent fixture.

STAFF RECOMMENDATION:

Section 101-246 of the Land Development Code requires a positive finding on the review criteria in order to grant a variance. Staff has reviewed the application as submitted and finds the application does meet a positive finding on five of the five criteria. Therefore, staff recommends approval of the variance request.

1450 Johns Lake Rd AK#3836309 – Walmart Drone Variance

The requirements for a variance are as follows:

“Sec. 101-246, Review Criteria and Finding. When reviewing an application for a variance, the City Council shall not vary the requirements of the land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:”

FINDINGS:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
Applicant response: *No it will not*

Staff comments: *Due to the unique nature of the project and the internal location of the site, the variance will have no adverse impact on its neighboring properties.*

Positive finding

- (2) The variance will allow reasonable use of the property; which use is not out of character with other properties in the same zoning category;
Applicant response: *Internal to Site*

Staff comments: *While the proposed project areas will result in the removal of parking spaces, the overall site will still maintain sufficient parking in accordance with code requirements and the number of spaces needed.*

Positive finding

- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied;
Applicant response: *No response.*

Staff comments: *The requested variance to allow for the 8 foot fence along with the shipping container storage is not consistent with the Land Development Code. However, granting the variance would not seem to prohibit any further legitimate city objective.*

Positive finding

- (4) The granting of the variance is consistent with the city’s comprehensive plan;
Applicant response: *Not Inconsistent*

Staff comments: *The variance request is not in direct conflict with the City’s Comprehensive Plan.*

Positive finding

- (5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure of the benefits that would be achieved under the other variance criteria by granting of the variance outweigh the benefits under this criteria if the variance was denied;

Applicant response: Unique in nature – to secure security for safety and security of the drones that will be stored and operated the 8ft enclosures.

Staff comments: The granting of the variances of the 8 foot fence and shipping container storage will allow the project to stay secured. This is a unique project that is not specifically addressed in the Land Development Code and staff believes the best avenue to address would be a variance request.

Positive finding

STAFF RECOMMENDATION: Section 101-246 of the Land Development Code requires a positive finding on the Review Criteria and Findings in order to grant a variance, staff has reviewed the application as presented and finds the application meets a positive finding on five of the five criteria. Therefore, staff recommends **approval** of the variance request to the Land Development Code.



CITY OF CLERMONT **VARIANCE** FILING INSTRUCTIONS

Any person requesting a Variance shall file a complete application in the Development Services Department at least thirty (30) days prior to the hearing date of the City Council. All applications must be complete, to include applicable site plans and/or other pertinent descriptive materials in order to be processed.

A Pre-Application meeting with the Development Services Director (or designated staff) is required prior to submittal of the application. The Development Services Director shall determine if the application is complete and properly filed.

APPLICATION FOR VARIANCE DOES NOT GUARANTEE APPROVAL. THE APPLICANT MUST BE PRESENT AT ANY MEETINGS TO JUSTIFY AND SUPPORT THE REQUEST.

Notification of Public Hearing

All variance requests shall be considered at public hearings, which shall be noticed as follows:

- (1) The City shall send notice of the proposed variance to the owners of all adjoining properties to the subject property. Such notice shall include the date, time, and place of the public hearing before the City Council, along with a clear and concise description of the proposed variance. For the purposes of such notification, adjoining properties shall include those properties within 150 feet of the subject property even when separated from the subject property by a road, canal, easement, right-of-way or similar barrier.
- (2) Notice of public hearing shall be published in a newspaper of general circulation within the City no less than five (5) days prior to the date set for hearing the variance request.

Conditions of Approval and Denial

- (1) When any variance is granted, construction of the structure or other variance item must be started within one year from the date the variance is granted. It shall be the obligation of the owner to file written notice with the Administrative Official and the Development Services Director that he has begun the proposed construction. If no such notice is filed, the variance shall automatically lapse.
- (2) A variance in the zoning regulations may be transferred along with the transfer of the property ownership, but only for the specific use and approved plan originally granted.
- (3) Variance requests which have been denied may not be resubmitted for a period of one (1) year.



CITY OF CLERMONT VARIANCE FILING INSTRUCTIONS

Check List

The following information shall be provided:

- ☒ Proof of ownership (i.e. Lake County Property record card, tax receipt, or deed.)
- ☐ Legal description of the property – may be on information above.
- ☒ Plot plan (drawn to scale) of the property involved showing the location of existing buildings or structures and the location of proposed buildings or structures which specifically delineates and illustrates the extent of the variance request. Maximum size for plans is 11" x 17" (two full size copies for detail as needed, depending on the Variance).
- ☐ A written justification based on Sec. 86-174, which explains the conditions and circumstances of the alleged hardship and the necessity of the action. Staff will review the application based on the review criteria. Therefore, it is in the applicant's best interest to submit the application with those five (5) items in mind to justify the variance request.
- ☐ Visual aids that may clarify the variance request such as overhead projections, large scale drawings, etc. A location map must be included that identifies the location of the property. These will be presented by the applicant at the public hearing.
- ☐ The original application and all supplemental materials. All materials can be submitted in PDF format on a CD or via email to planning@clermontfl.org
- ☐ Fee: \$300.⁰⁰ plus advertisement for existing single-family residential.
\$600.⁰⁰ plus advertisement for all others.

City of Clermont

Development Services Department
685 W. Montrose St.
P.O. Box 120219
Clermont, FL 34712-0219
(352) 394-4083 Fax: (352) 394 3542



CITY OF CLERMONT
VARIANCE
APPLICATION

DATE Nov 21, 2025		FEE:	
Project Name (if applicable) Walmart # 2695 Clermont, FL Drone Project			
Applicant Audrey Rivera			
Contact Person Audrey Rivera			
Address 500 W Fulton St	City Sanford	State FL	Zip 32771
Telephone 407-322-6841x1169	Fax		
Email arivera@cphcorp.com			
OWNER INFORMATION ☐ (Check box if information is same as Applicant)			
Owner's Name Walmart Stores East- LP			
Owner Address PO BOX 8050 MS 0555	City Bentonville	State AR	Zip 72716
Telephone	Email		
PROPERTY INFORMATION			
Address of Subject Property 1450 Johns Lake Rd	City Clermont	State FL	Zip 34711
General Location			
Legal Description & Alternate Key (include copy of survey) WAL-MART SUPERCENTER AT CLERMONT STORE NO 2695-02 PB 53 PG 99-100 LOT 1--LESS FROM INTERSECTION OF E'LY R/W LINE OF US HIGHWAY 27 & N R/W LINE OF JOHN'S LAKE ROAD, THENCE RUN ALONG SAID E'LY R/W LINE OF US HWY 27 N 25-09-24 W 7.86 FT TO A POINT, THENCE CONT ALONG SAID R/W LINE N 16-24-07 W 122.80 FT, RUN N 64-50-36 E 175.95 FT FOR POB, RUN N 25-09-24 W 105 FT, N 64-50-36 E 247 FT, S 25-09-24 E 105 FT, S 64-50-36 W 247 FT TO POB--			
Land Use (City verification required) STORE - WAREHOUSE (1310) 0 0 1247643.000 Square Feet \$5,844,958.00 \$5,844,958.00 2 WETLAND (9600) 0 0 0.550 Acre			
Zoning (City verification required)			



CITY OF CLERMONT **VARIANCE** **APPLICATION**

Answers to the following questions are required to complete this application.

City Zoning Ordinance (Land Development Code Section) from which you are requesting relief:
Ordinance restricting fence height

What are you proposing to do that would require a variance and why?
Proposing the 8ft fence around autoloader and drone nest

How does the Code create a hardship?
The fence surrounding the autoloader and nest need to be higher than 6ft. for safety and security of the drones that will be stored and operated the 8ft enclosures

The following justifications must be completed for any variance requested:

Variance requested – subject and code section:

Sec. 86-174. Review criteria and findings.

When reviewing an application for a variance, the City Council shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

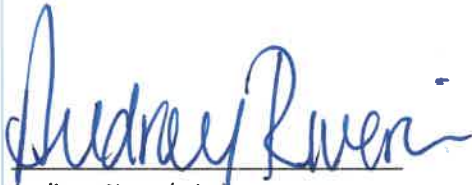
- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
No it will not
- (2) The variance will allow a reasonable used of the property, which use in not out of character with other properties in the same zoning category;
internal to site
- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance were denied;



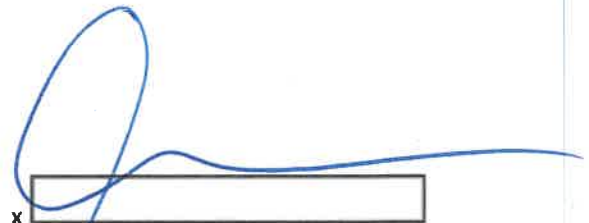
CITY OF CLERMONT VARIANCE APPLICATION

(4) The granting of the variance is consistent with the city's comprehensive plan; and not in consistent

(5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied.
unique in nature- to secure security for safety and security of the drones that will be stored and operated the 8ft enclosures.


Applicant Name (print)

Owner Name (print)


X _____
Applicant Name (signature)

X _____
Owner Name (signature)

NOTICE

IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY IN PROCESSING AND WILL NOT BE SCHEDULED UNTIL SUCH CORRECTIONS ARE MADE. APPLICATION FOR VARIANCE DOES NOT GUARANTEE APPROVAL. THE APPLICANT MUST BE PRESENT AT ANY MEETINGS TO JUSTIFY AND SUPPORT THE REQUEST.

City of Clermont
Development Services Department
685 W. Montrose St.
P.O. Box 120219
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(352) 394-4083 Fax: (352) 394 3542



ARTICLE IV. VARIANCES

Sec. 86-171. Permitted variances; exclusions.

Hardship relief. A hardship may exist in which the strict application of one or several requirements of this land development code would render a parcel incapable of reasonable use. Specified provisions set forth in this land development code or in the development standards may be waived when, because of the particular physical shape, surroundings or topographical condition of the property, compliance would result in a particular hardship upon the owner. A hardship is distinguished from a mere inconvenience or a desire to increase monetary gain.

- (b) *Exclusions.* Requests for variances from requirements of the land development code shall generally be considered for those provisions which regulate proposed site development and the requirements applicable to existing development. The following request for variances shall not be considered?
 - (1) Requests for variances to the adopted comprehensive plan.
 - (2) Requests for variances to permit a use which is not allowed as a permitted use or as a conditional use within the specific zoning district.
 - (3) Requests for variances to permit the expansion of a nonconforming use of any land or structure, or the continuance of any nonconforming use which has ceased by discontinuance or abandonment for a period of one year, or the reestablishment of a nonconforming building which has been destroyed or damaged by fire, explosion or act of God or in another manner to the extent of 50 percent or more of its assessed valuation.
- (c) *Final decision.* Final determination of a hardship relief decision is vested in the city council sitting as the board of adjustment as provided for in this article.

(Ord. No. 281-C, § 1(Ch. 8, § 1), 11-8-94)

Sec. 86-172. Application.

Sec. 86-173. Notice of public hearing.



Sec. 86-174. Review criteria and findings.

When reviewing an application for a variance, the board of zoning adjustment shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

- (1) Granting the variance will not cause or allow interference with the reasonable enjoyment of adjacent or nearby property owners or negatively impact the standard of living of the citizens of the city;
- (2) The variance will allow a reasonable use of the property, which use is not out of character with other properties in the same zoning category;
- (3) In the context presented, strict compliance with the land development regulation will not further any legitimate city objective, or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance were denied;
- (4) The granting of the variance is consistent with the city's comprehensive plan; and
- (5) The variance requested is the minimum variance that will make reasonable use of the land, building, or structure or the benefits that would be achieved under the other variance criteria by the granting of the variance outweigh the benefits under this criteria if the variance was denied.

(Ord. No. 281-C, §1(Ch. 8, §2(C)), 11-8-94)

Sec. 86-175. Time limit for commencing construction.

When any variance is granted, construction of the structure or other variance item must begin within one year from the date of grant. It shall be the obligation of the owner to file written notice with the administrative official and director of planning that he has begun the proposed construction. If no such notice is filed, the variance shall automatically lapse.

(Ord. No. 281-C, § 1(Ch. 8, § 2(D)), 11-8-94; Ord. No. 294-C, § 2, 9-28-9)

LEGAL NOTICE

Notice is hereby given that the Clermont City Council will consider a request at a public hearing to be held on Tuesday, December 9th, 2025 at 3:00pm for the following variances: (1) to allow for a fence to be more than six feet in a commercial district, Section 125-521 Fences and Walls, (c)(2) and (2) to allow for a shipping container to be used for a drone delivery service for a longer time period allowed under a temporary structure permit, Section 125-530 Temporary Structures & 119-202 Architectural Standards; at the following location:

LOCATION

Walmart Supercenter
1450 John's Lake Road
(Alternate Key 3836309)

A complete legal description may be obtained in the Development Services Department located at 685 West Montrose Street, Clermont, FL 34711.

All public hearings are held in the Clermont City Hall, Council Chambers, located at 685 West Montrose Street, Clermont, FL 34711.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made.

Tracy Ackroyd Howe
City Clerk, MMC

Daily Commercial
December 2nd, 2025



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 1

Meeting Date		
Tuesday, December 9, 2025		
Agenda Item Name		
Ordinance No. 2026-001 <i>Intro Accessory Dwelling Units</i>		
Requested Action		
Introduce the propose Impact Fee Reduction for ADU Ordinance.		
Staff Report		
At the October 14, 2025 regular Council meeting, during public speaks out, a comment was made from a resident about the high price of our impact fees for Accessory Dwelling Units (ADU). Unlike some other cities in the area, Clermont does not have a separate impact fee for ADU's and currently charges the same impact fee as a single-family home, which include parks and recreation, police, fire, water and sewer impact fees. At that meeting, Council directed staff to look into providing relief for residents wanting to place an ADU on their property, which would also potentially provide more options for workforce housing opportunities. Due to the lower impacts generated by an ADU such as utilities, traffic, etc., staff is requesting Council introduce the proposed ordinance amending our impact fee schedule to reduce the impact fees for an ADU to one-quarter (25%) of the rate in the fee schedule. For example, if the impact fees calculated for an ADU totaled \$10,000, then the application of the fee for the ADU would be reduced to \$2,500.		
Additional Analysis		
Fiscal Impact Summary		
Undetermined - This depends on annual ADU approvals.		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Ord. 2026-001 - Impact Fees for ADU's (12.02.2025)Ord. 2026-001 - Impact Fees for ADU's (12.02.2025).pdf		



CITY OF CLERMONT
ORDINANCE NO. 2026-001

AN ORDINANCE OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING CODE OF ORDINANCES CHAPTER 2, “ADMINISTRATION” ARTICLE VI, “FINANCIAL MATTERS” DIVISION 2 “IMPACT FEES”; AMENDING SECTION 2-264 “IMPACT FEE SCHEDULE” PROVIDING FOR A NEW IMPACT FEE SCHEDULE ADJUSTING AND REDUCING IMPACT FEES FOR ACCESSORY DWELLING UNITS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE TO THE EXTENT OF SUCH CONFLICT; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERROR, PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the City of Clermont is committed to promoting affordable housing options and supporting the development of Accessory Dwelling Units (ADUs) as a viable means to increase housing availability in the community; and

WHEREAS, the State of Florida has recognized the importance of ADUs in addressing housing needs and have implemented policies to facilitate their construction as a strategy to create affordable housing; and

WHEREAS, the City Council of Clermont has determined that impact fees currently imposed on ADUs are disproportionately high relative to the scale and impact of such units compared to larger residential properties and wishes to reduce the impact fee rate for ADUs, in order to better support the development of ADUs as an affordable housing solution; and

WHEREAS, such an amendment would align with the City’s goal of encouraging the construction of ADUs while maintaining the integrity of the overall impact fee system, ensuring the continued provision of necessary infrastructure and services throughout the City of Clermont.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Clermont, Florida, as follows:

SECTION 1:

The above recitals are incorporated herein by reference and form an integral part of the Ordinance.

SECTION 2:

The City of Clermont Code of Ordinances Chapter 2, “Administration,” Article VI, “Financial Matters,” Division 2, “Impact Fees,” Section 2-264 “Impact Fees Schedule” is hereby amended to read as follows: (note strikethrough indicates removed words and underlined indicates added)

Sec. 2-264. - Impact fee schedule.



CITY OF CLERMONT
ORDINANCE NO. 2026-001

(a) The council hereby adopts and incorporates by reference the Utility and Municipal Impact Fee Study, dated May 5, 2023, and the fee schedule incorporated therein, a copy of which is attached hereto and incorporated herein as appendix A and is available from the city clerk.

(b) If a development approval is requested for a development with mixed unit type, then the fee shall be computed by calculating the number of units of each type and multiplying the results by the appropriate fees on the schedule. When a question arises about which types on the schedule shall apply to the development, the city manager shall determine which comparable land use type shall apply, or if there is not a comparable land use, then a special study shall be required.

(c) The schedule shall be reviewed periodically and revised as necessary to reflect new data and technical information that substantially affect the calculation of the proportionate fair share of capital costs represented by the schedule.

(d) To the extent any impact fee set forth in this Ordinance shall be assessed due to the construction or improvement of an ADU, such fee in the impact fee schedule shall be charged at one-quarter the rate in the fee schedule. Thus, by way of example, but for this subsection, if the impact fees for an ADU are \$10,000.00, then the application of this subsection shall reduce the fee to \$2,500.00.

SECTION 3:

Under Section 163.31801(4)(d), *Florida Statutes*, the lowered impact fee rates may begin as per Section 9 of this Ordinance, without waiting for a ninety (90) day period.

SECTION 4:

The provisions of this Ordinance shall be liberally construed to effectively carry out its purposes in the interest of the public health, safety, welfare and convenience.

SECTION 5: CONFLICT

Any portion of the Code of Ordinances, City of Clermont, Florida or any ordinance or part thereof in conflict with this Ordinance is hereby repealed to the extent of such conflict.

SECTION 6: SEVERABILITY

It is declared to be the intent of the City Council that, if any section subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.



CITY OF CLERMONT
ORDINANCE NO. 2026-001

SECTION 7: CODIFICATION

The text of Section 2 of this Ordinance shall be codified as a part of the Clermont City Code. The codifier is authorized to make editorial changes not effecting the substance of this Ordinance by the substitution of “Article” for “Ordinance”, “Section” for “Paragraph”, or otherwise to take such editorial license.

SECTION 8: ADMINISTRATIVE CORRECTION

Regardless of whether such inclusion in the Code as described in Section 7 is accomplished, sections of the Ordinance may be re-numbered or re-lettered and the correction of typographical and/or scrivener’s errors which do not affect the intent may be authorized by the City Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the City Clerk.

SECTION 9: PUBLICATION AND EFFECTIVE DATE

This Ordinance shall be published as provided by law and shall take effect immediately upon its Second Reading and Final Passage.



CITY OF CLERMONT
ORDINANCE NO. 2026-001

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida on this 13th day of January 2026.

CITY OF CLERMONT

Tim Murry, Mayor

ATTEST:

Tracy Ackroyd Howe, MMC
City Clerk

APPROVED AS TO FORM AND LEGALITY:

Christian W. Waugh, City Attorney

CITY OF **Clermont**

Utility and Municipal Development Impact Fee Study

Final Report | May 5, 2023



May 5, 2023

Honorable Mayor and
Members of the City Council
City of Clermont
685 West Montrose Street
Clermont, FL 34711

Subject: Utility and Municipal Development Impact Fees Study

Lady and Gentlemen:

We have completed our study of the utility and municipal impact fees for water and wastewater services, police services, fire services, and recreational services for the City of Clermont (the “City”) and have summarized the results of our analysis, assumptions, and conclusions in this report, which is submitted for your consideration. This report summarizes the basis for the proposed utility and municipal impact fees in order to provide funds to meet the City’s capital expenditure requirements for such services allocable to growth.

During the course of the study, it was determined that the proposed impact fees should meet a number of goals and objectives. These goals and objectives primarily deal with fee sufficiency and level. Specifically, the major objectives considered in this study include:

- The Impact Fees should be sufficient to fund the projected capital requirements associated with providing service to new growth and development;
- The Impact Fees should not be used to fund deficiencies in capital needs of the City, if any; and
- The Impact Fees should be based upon reasonable level of service standards which meet the needs of the City and are similar to industry standards.

The proposed municipal and utility services impact fees presented in this report should meet the above objectives, as identified by the City during this study. As such, based on information provided by the City and the assumptions and considerations reflected in this report, Raftelis Financial Consultants, Inc. considers the proposed fees to be cost-based, reasonable, and representative of the funding requirements of the City.

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Honorable Mayor and Members of the City Council
City of Clermont
May 5, 2023
Page 2

We appreciate the cooperation and assistance given to us by the City and its staff in the completion of the study.

Sincerely,

RAFTELIS FINANCIAL CONSULTANTS, INC.

A handwritten signature in blue ink, appearing to read "M. Hamilton, Jr.", with a stylized flourish at the end.

Murray M. Hamilton, Jr.
Vice President

A handwritten signature in blue ink, appearing to read "Shawn Ocasio", with a stylized flourish at the end.

Shawn Ocasio
Manager

A handwritten signature in blue ink, appearing to read "Michelle Galvin", with a stylized flourish at the end.

Michelle Galvin
Consultant

MMH/dlc
Attachments

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EXECUTIVE SUMMARY AND RECOMMENDATIONS

Executive Summary

The purpose of an impact fee is to assign, to the extent practical, growth-related capital costs to new development responsible for such costs. To the extent new population growth and associated development imposes identifiable capital costs to municipal services, equity and modern capital funding practices suggest the assignment of such cost to those residents or system users responsible for such costs. The City of Clermont (the “City”) has recognized this capital funding strategy as being an appropriate method of funding the certain future capital requirements of the City. The City has, in the past, adopted impact fees for the following utility and municipal services:

- Water and Wastewater Services;
- Police Services;
- Fire Services; and
- Parks and Recreation Services.

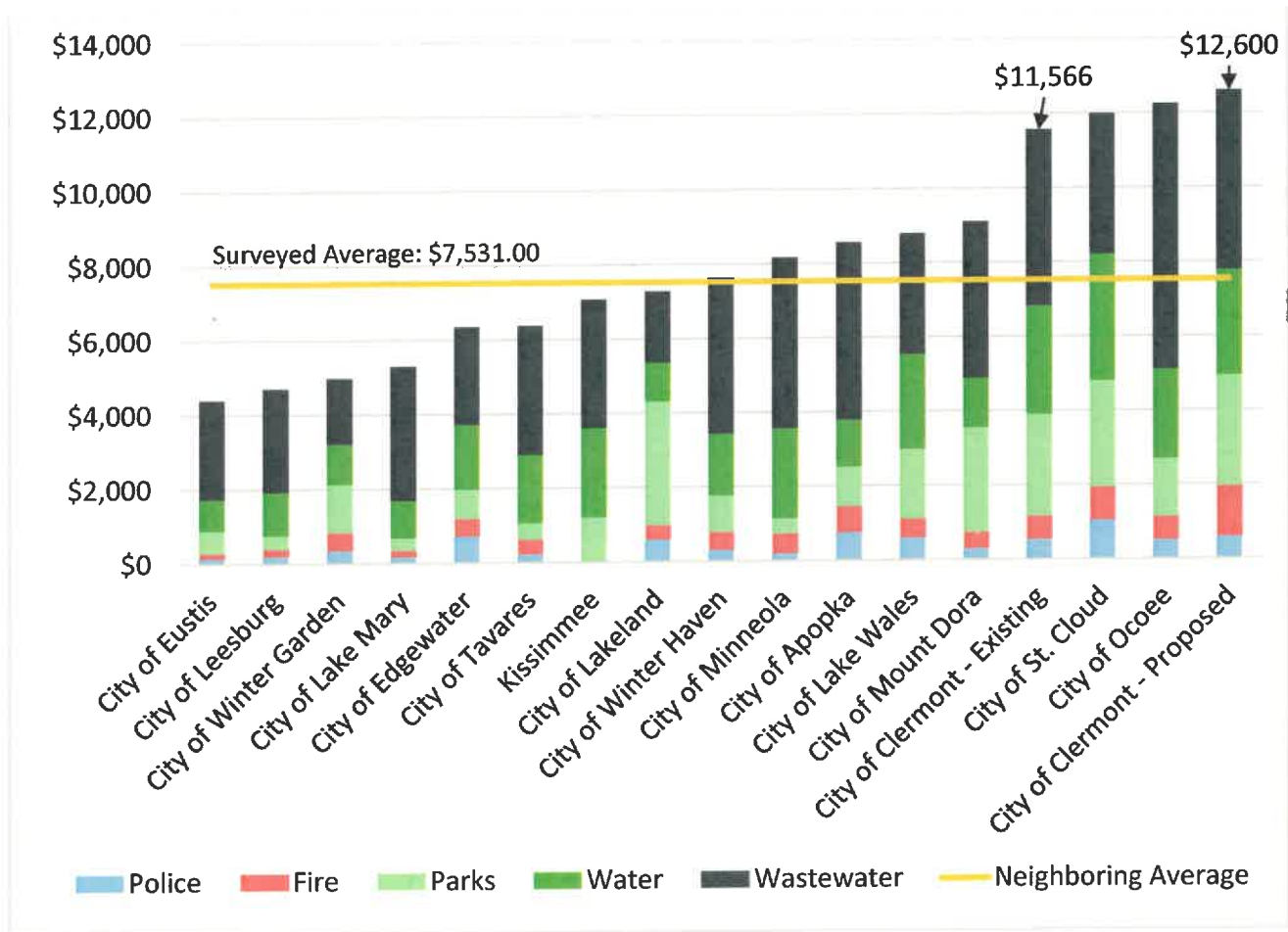
This report addresses the impact fees associated with water and wastewater service, police services, fire services, and parks and recreational services (collectively, the “Utility and Municipal Services Development Impact Fees”). The City currently has impact fees for all these services as noted above. Raftelis Financial Consultants, Inc. (“Raftelis”) was retained to review and develop proposed fees, as appropriate.

Based on the subsequent discussions in this section, the following table summarizes the City’s existing to proposed impact fees for the single-family residential classification as follows:

Residential Impact Fees		
	Existing Fees	Proposed Fees
Water	\$2,927.00	\$2,836.00
Wastewater	4,737.00	4,830.00
Police	526.00	580.00
Fire	637.00	1,370.00
Parks and Recreation	2,739.00	2,984.00
Total	\$11,566.00	\$12,600.00

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A comparison of the City's existing and proposed single-family residential impact fees levels to other local municipalities are shown below for informational purposes.



As shown above, the City's calculated impact fees are comparable to the impact fees charged other Florida communities surveyed.

The existing and proposed fees shown above for parks and recreation are only charged to residential properties, while fees for water, wastewater, police, and fire services are also charged to non-residential properties. The non-residential fees are unique to the service requirements of each property. A detailed discussion on impact fees for both residential and non-residential properties is provided for in subsequent sections of this study report.

Extraordinary Circumstances

In light of the recent updates to the Florida Impact Fee Act (F.S. 163.31801 Section 6) that provides for limitations on increasing impact fees, outside of extraordinary circumstances, the above tables demonstrate the fee levels that are recommended for adoption by the City. The extraordinary circumstances include rapid population growth and recent large inflationary impacts to construction costs. Additionally, the City recently approved an updated Capital Improvement Plan ("CIP") that identifies major investments in new facilities that will be required to serve growth that will place significantly more demand on the City's services for wastewater, police, and fire. These significant

capital needs justify having the fully calculated fees implemented for wastewater, police, and fire services. Additional tables and discussion, including of extraordinary circumstances as applicable are provided in each section of this report. Below is a brief description and justification for each fee:

- Wastewater System – Need to meet permitting and regulatory requirements. Expansion of capacity required to meet expected customer growth. Final bid prices associated with this project are significantly higher than initial estimates.
- Police – Significant increases in population are projected and therefore significant additional staffing is anticipated to maintain and improve its level of service. The police department will require an additional substation training facility to provide service to growth.
- Fire – Significant increases in population are projected and therefore response times are anticipated to be stressed unless new fire stations and supporting apparatus are provided in closer proximity to provide for public health and safety.

Findings and Recommendations

The following is a summary of the observations and recommendations following our investigation, analyses, and preparation of this report:

1. The impact fees must be reasonably related to the cost of providing capital facilities / equipment needed to accommodate new growth. The impact fees collected must be used by the City to address the capital costs related to serving new development. Based on the information made available by the City, the proposed impact fees are designed to meet these Florida legal requirements.
2. Pursuant to Florida Statutes Section 163.31801, the City must provide notice no less than 90 days before the effective date of an ordinance or resolution imposing a new or increased impact fee.
3. Collection of the fee may not be required before the issuance of the building permit.
4. In compliance with Florida Statutes, the City should collect and maintain revenue from each type of municipal fee in designated sub-accounts and use such fees on those facilities designated for each purpose.
5. The City should adopt the impact fees as proposed to ensure adequate funding sources are available to fund future service expansion projects needed to provide the identified level of service to new growth.
6. The fees developed within this report reflect recovery of identified costs and the City has discretion to phase-in or otherwise adopt less than the fully calculated fees. However, the adoption of fees less than the fully calculated rates should be applied to all land uses equally in order to maintain the calculations herein in correct proportion. Adopting less than the calculated rates would increase the reliance on general fund and other revenue sources to meet the demands of growth.
7. The City should end the practice of annually indexing the impact fees.

The subsequent sections of this report provide detailed discussions of the existing and proposed impact fees for water, wastewater, police, fire, and parks and recreation services.

SECTION 1 – INTRODUCTION

Introduction

The City of Clermont (the “City”) is located in Lake County (the “County”) and is 22 miles west of the City of Orlando, a major metropolitan area. The City, incorporated in 1916, now encompasses 19.15 square miles and provides an array of utility and municipal facilities and services to its residents. The utility and municipal services in demand include water and wastewater management, police, fire, and parks and recreation. Based on the published Census in 2020, the City’s permanent population was 43,021. Based on historical growth trends and discussions with the City, the current estimated population is 46,655 as of 2022. It is anticipated that the City will have significant growth over the next 20 years with the City’s population projected to reach 73,363 with approximately 25,129 housing units by 2040. In addition to housing, the City anticipates commercial development to continue to support new residents. In order to meet this anticipated growth and development and to maintain current levels of service, the City will need to fund capital improvements to serve such development.

The City’s Utility and Municipal Impact Fees were last updated in 2014. Although the City has indexed such fee annually thereafter, rates need to be reviewed periodically to ensure that such fees reflect current actual investments made to serve growth, and to adequately reflect additional needs required to service new developments. Therefore, the City authorized Raftelis, to evaluate the water, wastewater, police, fire, and parks and recreation impact fees.

Authorization

Raftelis was authorized by the City to evaluate and develop impact fees for water and wastewater, police, fire, and parks and recreation related capital facilities pursuant to an agreement between the City and Raftelis. The scope of work for this project, as defined in the agreement, was to:

1. For each service, review and analyze the capital requirements of the City that are needed to meet the level of service standards for the municipal function. This analysis includes a review of: i) the existing and future facility and equipment inventory of each specific municipal function; ii) service area population and development demographics and future needs; and iii) services provided by class of customers.
2. Where appropriate, develop a fee to be charged to new development in order to recover the capital costs associated with providing municipal services. This analysis includes the apportionment of costs among customer / development classifications, and the development of the fee per equivalent billing unit.
3. Develop a comparison of the impact fees and associated billing attributes for similar charges imposed by other neighboring jurisdictions.
4. Prepare a report that documents our analyses, assumptions, and conclusions for consideration by the City Manager and City Council.

Criteria for Impact Fees

The purpose of an impact fee is to assign, to the extent practical, growth-related capital costs to those new customers that benefit from the facilities funded by such expenditures. To the extent new population growth and associated development imposes identifiable capital costs to municipal services, equity and modern capital funding practices

suggest the assignment of such costs to those residents or system users responsible for such costs rather than the existing population base. Generally, this practice has been labeled as “growth paying its own way.”

Historically, impact fees in Florida were a result of home rule powers with the requirements associated with the development, administration, accounting, and expenditure governed by case law. However, Section 163.31801 of the Florida Statutes, known as the “Florida Impact Fee Act”, was created on June 14, 2006, which placed specific requirements and limitations on that home rule authority. This statute has been amended several times since its initial adoption, including significant additional provisions in 2021 such as limiting the percentage increase for a change in impact fees. Appendix 1 at the end of the report includes the full Florida impact fee statute.

The statute provides specific impact fee criteria, certain precedents established by case law also constitute the legal requirements associated with impact fees. Some of the major criteria includes the following:

1. The impact fee should be reasonably equitable to all parties; that is, the amount of the fee must bear a relationship to the amount of services requested;
2. The system of fees and charges should be set up so that there is not an intentional windfall to existing users;
3. The impact fee should, to the extent practical, only cover the capital cost of construction and related costs thereto (engineering, legal, financing, administrative, etc.) for increases in or expansions of capacity or capital requirements that are required solely due to growth. Therefore, expenses due to normal renewal and replacement of a facility (e.g., replacement of a capital asset) should be borne by all users of the facility or municipality. Similarly, increased expenses due to operation and maintenance of that facility should be borne by all users of the facility; and
4. The local government must adopt a revenue-producing ordinance that explicitly sets forth restrictions on revenues (uses thereof) that the imposition of the impact fee generates. Therefore, the funds collected from the impact fees should be retained in a separate account, and separate accounting must be made for those funds to ensure that they are used only for the lawful purposes described.

Based on the criteria provided above, the impact fees herein will: 1) include local current costs of improvements associated with the capacities needed to serve new growth; 2) not reflect costs of improvements associated with the renewal and replacement (“R&R”) of existing capital assets or deficiencies in level of service attributed to existing development; and 3) not include any costs of operation and maintenance of the capital improvements and equipment.

This section provides only a general background regarding impact fees. Certain circumstances and issues regarding the interpretation of specific statutes or case law should be addressed by qualified legal counsel.

Impact Fee Methods

There are several different methods for the calculation of an impact fee. The calculation is dependent on the type of fee being calculated (e.g., water, police services, recreational services, transportation, etc.), cost and engineering data available, and the availability of other local data such as household and population projections, current levels of service, and other related items. The impact fees reflected in this report are predominately based on three separate methods. These three methods were: i) the improvements-driven method; ii) the standards-driven method; and iii) the buy-in or recoupment approach. These methods have been utilized in the development of impact fees for local governments throughout Florida.

The improvements-driven method is an approach that utilizes a specific list of existing or planned capital improvements over a period of time. For example, the fee may correspond to the level of capital improvements that have been identified in the capital improvements element of the Comprehensive Plan or capital improvement budget of the entity. The standards-driven method does not utilize the cost of improvements based on anticipated needs as stated in the capital improvement plan but rather uses a set of theoretical standards to determine the cost of the improvements associated with new growth. The buy-in or recoupment method is based on this historical cost of assets, and adjustments to the basis of these assets, currently in service and the current population. The primary difference between the three methodologies is how the capital costs, which must be recovered from the application of the fee, are calculated.

The proposed impact fees herein for the utility and municipal services include the application of these methods based on the capital facilities required to provide services and meet the City's service level standards. Where appropriate, the blending of methods occurred, and a more complete discussion of the methods used for the determination of the impact fees are presented in Sections 3 through 6.

Summary of Report

In addition to Section 1, this report has been subdivided into five (5) other sections. The following is a brief discussion of the remaining sections included in this report.

Section 2 – Service Area. This section of the report provides a general discussion of the residential and non-residential land use characteristics. Also presented in this section is the forecast of the residential dwelling units and non-residential development that is necessary in the design of the impact fees for the municipal services.

Section 3 – Water and Wastewater Services Impact Fee. This section discusses the development of the proposed impact fee for water and wastewater services, including the capital cost requirements associated with providing these services, the methodology for the determination of the proposed fees, assumptions utilized in the design of the fees, and other factors associated with the fee determination.

Section 4 – Police Services Impact Fee. This section discusses the development of the proposed impact fee for police services, including the capital requirements associated with providing police services, the methodology for the determination of the proposed fees, assumptions utilized in the design of the fees, and other factors associated with the fee determination.

Section 5 – Fire Services Impact Fee. This section discusses the development of the proposed impact fee for fire protection services, including the capital requirements associated with providing fire services, the methodology for the determination of the proposed fees, assumptions utilized in the design of the fees, and other factors associated with the fee determination.

Section 6 – Parks and Recreation Impact Fee. This section discusses the development of the recreation impact fee, including the capital requirements associated with providing parks and recreation facilities to the City's residents, the methodology for the determination of the proposed fees, assumptions utilized in the design of the fees, and other factors associated with the fee determination.

SECTION 2 – SERVICE AREA

General

This section provides a general discussion of the current service area, including population and housing statistics and other demographic information related to land use. Additionally, a discussion of the anticipated growth in population and associated growth in residential dwelling units is also contained in this section.

Population and Development Forecast

Regardless of the approach taken to formulate impact fees, it is necessary to develop a forecast of the population of the City in order to: i) have an appropriate planning horizon to ensure that capital improvement needs and costs are apportioned over a suitable growth segment; ii) link level of service (“LOS”) requirements to the capital facility plan; and iii) identify any deficiencies in existing capital facilities related to the LOS standards and current population served.

As shown in Table 2-1 at the end of this section, the City’s estimated total population as of 2022 was 46,655. Based on information provided by the City, it is estimated that the total population will approach approximately 55,918 residents by 2027 and 73,363 residents by the year 2040. Thus, the population growth anticipated by the City is expected to be moderate, approximately 2.55% on an average annual basis through the year 2040.

Historical and Projected Population and Dwelling Units			
Year	Total Population [1]	Total Units [2]	Avg. Persons per Unit
2020	43,021	14,736	2.89
2022	46,655	15,981	2.92
2025	52,690	18,048	2.92
2027	55,918	19,153	2.92
2030	61,133	20,940	2.92
2035	67,541	23,135	2.92
2040	73,363	25,129	2.92

[1] Population Projections based on the 2010 and 2020 Census.

[2] Historical amounts and projections as obtained from the Florida Housing Data Clearinghouse.

To the extent the projection of future development materially changes, it would then be appropriate for the City to re-evaluate the impact fees developed in this report.

Persons per Household

In order to develop recreational impact fees based on the type of residential properties to estimate the impact on recreational facilities, Raftelis evaluated the existing residential units within the City. Table 2-2 at the end of this section provides the detail analyses to estimate the persons per household based on the number of bedrooms for each residential dwelling unit. The following table summarizes the results:

Historical and Projected Population and Dwelling Units	
Residential Unit	Persons per Unit
0 - 1 Bedroom	1.43
2 Bedrooms	2.15
3 Bedrooms	2.86
4 Bedrooms	3.58
5+ Bedrooms	4.30

Functional Population Allocation

In order to update police and fire impact fees by land use, the capital costs need to be apportioned between residential and non-residential properties. The apportionment is accomplished through a functional population allocation method.

The use of functional population^[1] to develop more equitable impact fees has widely been used in Florida since the 1980s and remains a vital tool in estimating service demands between customer classes. Specifically, this methodology is applied to apportion capital costs associated with public facilities, police protection, fire rescue and other municipal services allocable to the non-residential classes.

The concept of functional population is incorporated in order to spread capital costs more equitably between residential and non-residential land-uses. Businesses place demands upon public services in the same manner as residents do, and it is equitable to spread these costs based on the average number of people expected to be present. For residential use, the allocation is calculated per resident based on the average amount of time spent at the residence. The resident's remaining time is then allocated as either an employee and/or visitor to the remaining non-residential classes as determined using traffic generations, estimated employment data, and anticipated operations. The net result is the total number of person hours per location.

Table 2-3 provides the details used to estimate the functional population coefficients. It should be noted that based on discussions with the City the proposed number of non-residential land uses will be revised and reduced from the current listing of 79 land uses down to six (6). This change will provide the City with some administrative flexibility while still allowing for the recognition of differing property types for fee application purposes. The functional population results were used to update the police and fire services impact fees provided for in Sections 4 and 5 of this report.

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[2] Nicholas, Nelson, and Juergensmeyer. A Practitioner's Guide to Development Impact Fees. American Planning Association, 1991.

Section 2
City of Clermont
Utility and Municipal Impact Fee Study

List of Tables

Table	Description
2-1	Population Detail and Housing Forecast
2-2	Average Persons Per Household
2-3	Functional Population and Employment Data

Table 2-1
City of Clermont
Utility and Municipal Impact Fee Study

Population Detail and Housing Forecast

Line No.	Fiscal Year	Annual Average Rate	Total Population [1]	Total Units [2]	Avg. Pop. per Unit
1	2010		28,742	9,961	2.89
2	2020	4.12%	43,021	14,736	2.92
3	2022	4.14%	46,655	15,981	2.92
4	2025	4.14%	52,690	18,048	2.92
5	2027	3.02%	55,918	19,153	2.92
6	2030	3.02%	61,133	20,940	2.92
7	2035	2.01%	67,541	23,135	2.92
8	2040	1.67%	73,363	25,129	2.92
9	Overall 2022 - 2040	2.55%			

Footnotes

- [1] Population Projections based on the 2010 and 2020 Census.
[2] Historical amounts and projections as obtained from the Florida Housing Data Clearinghouse.

Table 2-2
City of Clermont
Utility and Municipal Impact Fee Study

Average Persons Per Household

Line No.	Housing Type	Existing Units [1]	Persons Per Unit	Weighted Units	Weighted Units - %	Population Per Unit	Est. Persons Per Unit
1	Residential Units						
2	0 - 1 Bedroom	1,317	2.00	2,634	4.0%	1,886	1.43
3	2 Bedrooms	4,267	3.00	12,801	19.6%	9,165	2.15
4	3 Bedrooms	4,699	4.00	18,796	28.8%	13,457	2.86
5	4 Bedrooms	3,252	5.00	16,260	25.0%	11,641	3.58
6	5+ Bedrooms	2,446	6.00	14,675	22.5%	10,506	4.30
7	Total	15,981	N/A	65,166	100.0%	46,655	2.92 [1]

Footnotes

[1] Based on the 2010 and 2020 U.S. Census.

Table 1-3
City of Clermont
Utility and Municipal Impact Fee Study

Functional Population and Employment Data

Line No.	Land Use Category	ITE Code	Impact Unit	Trips per Unit per Day	One-way Trip Factor (90%)	Occupants per Trip per Day		People per Unit per Day		Hours per Visitor	Hours per Employee	Days per Week	Weekly Person Hours on Site			Functional Pop. Factor [3]
						Employees [1]	Visitors	Employees	Visitors				Per Employee	Per Visitor	Total	
				[a]	[b]	[c]	[d]	[e]	[f]	[g]	[h]	[i]	[j]	[k]	[l]	[m]
1	Residential - per person [2]		Resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.628226
	Non-Residential															
2	Industrial/Warehousing	150	1,000 Sq Ft	1.71	0.86	1.05	1.75	0.34	0.93	0.25	8.00	5.00	13.54	1.16	14.71	0.087542
3	Institutional	560	1,000 Sq Ft	7.60	3.80	1.05	1.77	0.60	6.73	1.00	8.00	5.00	6.00	33.65	33.65	0.200298
4	Hotel/Motel	310	Rooms	7.99	4.00	1.05	2.03	0.56	7.03	10.00	12.00	7.00	46.80	492.10	538.90	3.207758
5	Office Buildings	710	1,000 Sq Ft	10.84	5.42	1.05	1.19	3.26	2.76	0.50	8.00	5.00	130.21	6.90	137.11	0.816132
6	Retail	820	1,000 Sq Ft	37.01	18.51	1.05	2.03	2.12	33.46	1.00	12.00	7.00	178.46	234.22	412.68	2.456451
7	Assisted Living Facility (ALF)	253	Bed													0.823750

Footnotes

- [a] From 11th Edition ITE Manual
 [b] This factor is used to divide the trip rate in half which provides the basis for estimating visitors per day per impact unit
 [c] Assumptions below
 [d] From 2017 National Household Travel Survey, vehicle occupancy by trip purpose
 [e] From 11th Edition ITE Manual per employee
 [f] = [b] * ([c]/[d]) * [e]
 [g] Time assumption per visitor
 [h] Time assumption per employee
 [i] Time assumption
 [j] = [a] * [h] * [i]
 [k] = [f] * [g] * [i]
 [l] = [j] * [h]
 [m] = [j] / 24 * 7
- [1] Estimated Occupants per Vehicle based on recent census data:
- | | |
|-------------------------------|--------|
| Total Workers | 28,102 |
| Percent Carpooling | 9.1% |
| Workers Carpooled | 2,557 |
| Workers Not Carpooled | 25,545 |
| Total Vehicles | 26,824 |
| Estimated Workers per Vehicle | 1.05 |
- [2] Residential population converted to Functional Population based upon the following assumptions related to recent census data:
- | | |
|--|---------|
| Estimated Population (2019) | 41,250 |
| Percent of Eligible Workers | 71.4% |
| Available Workforce | 29,457 |
| Percent Unemployed | 4.6% |
| Total Workers | 28,102 |
| Hours Available per Day | 24.00 |
| Total Hours | 990,009 |
| Hours per Day at Residence - Workday | 12.00 |
| Average Hours per Day at Residence - Workforce | 13.71 |
| Total Workforce Hours at Residence | 385,278 |
| Average Hours per Day at Residence - Non-workforce | 18.00 |
| Total Non-workforce Hours at Residence | 235,671 |
| Total Hours at Residence | 621,949 |
| Total Hours as Employee and/or Visitor | 368,060 |
| Percent of Total Hours at Residence | 0.6282 |
- [3] Assisted Living Facility (ALF) Functional Population Factor is based upon the following assumptions:
- | | |
|------------------------------|-------|
| Residents per unit | 1.00 |
| Occupancy rate | 70.0% |
| Adjusted resident per unit | 0.70 |
| Hours at place | 24.00 |
| Workers per unit | 0.33 |
| Work hours per day | 9.00 |
| Days per week | 7.00 |
| Functional population factor | 0.82 |

SECTION 3 – WATER AND WASTEWATER IMPACT FEES

General

This section of the report summarizes the basis for the development of the City's proposed water and wastewater impact fees. Included in this section is a discussion of the design and calculation of the proposed water and wastewater impact fees for consideration by the City.

The development of the impact fees in this section were primarily based on a hybrid or blending of the three methods described previously. This hybrid methodology recognizes existing available and unused capacity available from existing facilities, which are currently in service and available to meet near-term growth requirements, along with incremental costs for new facilities to derive a cost allocable to new growth over the next several years.

Water System Overview

The City's water system ("Water System") includes finished water supply, treatment, transmission mains and finished water distribution facilities. The City currently owns two water plants and two wells that are permitted to treat approximately 21.726 million gallons of flow ("MGD") on a maximum daily flow basis ("MDF") per day. When accounting for historical peaking relationships this is approximately 12.193 MGD on an average daily flow basis ("ADF"). The City also owns approximately 255 miles of transmission and distribution lines that provide service throughout the City.

Wastewater System Overview

The City's wastewater system ("Wastewater System") includes wastewater treatment, transmission, and collection facilities. The City currently owns one wastewater treatment plant that is designed to treat 4.0 MGD on an ADF basis. The City owned transmission and collection system consists of approximately 245 miles of lines and is comprised of gravity and force mains along with lift stations and other supporting infrastructure.

Level of Service Requirements

In the evaluation of the capital facility needs for providing water and wastewater utility services, it is critical that Level of Service ("LOS") standards are established. Pursuant to Section 163.3164 of the Florida Statutes, the level of service means an indicator of the extent or degree of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility. Level of service shall indicate the capacity per unit of demand for each public facility. Essentially, the level of service standards are established in order to ensure that adequate facility capacity will be provided for future development and for purposes of issuing development orders or permits, pursuant to F.S. Section 163.3202(2)(g). As further stated in the statutes, each local government shall establish a LOS standard for each public facility located within the boundary, for which such local government has authority to issue development orders or permits.

For water and wastewater service, the level of service that is commonly used in the industry is the amount of capacity (service) allocable to an Equivalent Residential Unit ("ERU") expressed as the amount of usage (gallons) allocated on an average daily basis. The level of service generally represents the amount of capacity allocable to an ERU, whether or not such capacity is actually used (commonly referred to as the "readiness-to-serve"). An ERU is representative of the average capacity required to service a typical individually metered single-family residential

connection. This class of users represents the largest number of customers served by the water and wastewater systems and generally the lowest level of usage requirements for a specifically metered account. Based on a review of historical sales and usage we were able to verify the existing LOS of 220 gallons per day for the water system. We also propose maintaining the existing level of service of 220 gallons per day for the wastewater system. The following table summarizes the City's existing and proposed Water and Wastewater System's LOS levels:

Existing Levels of Service for Residential Customers	
Existing Service Levels:	
1 Water ERU = 220 gpd (ADF)	
1 Wastewater ERU = 220 gpd (ADF)	
gpd = gallons per day	
ADF = Average Daily Flow	

These LOS standards are consistent with the capacity planning and Florida Department of Environmental Protection ("FDEP") permitting requirements for the City and are also generally comparable with those utilized by other utilities throughout the state of Florida.

Existing Plant-in-Service

In the determination of the Impact Fees associated with the servicing of future customers, any excess capacity of the existing utility system available to serve such growth was considered. Since this capacity is available to serve the near-term incremental growth of the System, it would be appropriate to evaluate the capacity availability of such facilities. In order to evaluate the availability of the existing utility plant-in-service to meet future capacity needs, it was necessary to functionalize the plant by specific plant requirement. The functionalization of the existing plant is necessary to: i) identify those assets that should be included in the determination of the capital facilities fees; and ii) match existing plant type to the capital improvements to meet future service needs.

The functional cost categories are based on the purpose of the assets and the service that such assets served. The following is a general summary of the functional cost categories for the utility plant-in-service identified in this report.

Functional Plant Categories		
Water Service [*]	Wastewater Service [*]	Equipment
Treatment Plant	Treatment Plant	General Equipment
Transmission	Transmission Lines/Lift Stations	Vehicles
Meters/Distribution	Collection	

[*] Amounts shown would not include any assets that were contributed by a developer (primarily water distribution and wastewater collection lines) or grant funded.

It is necessary to functionalize the utility plant into cost categories so that a proper fee can be developed. Generally, the costs of on-site facilities that serve a specific development or customer such as water distribution and wastewater collection lines, meters and services, and fire hydrants are usually: i) donated by a developer (a contribution of the plant); ii) recovered from the individual properties through an assessment program based on those properties that receive special benefit from such facilities or from the application of a main line extension fee to recover the specific cost of such facilities; or iii) funded from the customer directly (e.g., by a "front-foot" charge where the on-site lines

were initially financed by the utility and then paid by the customer, or an installation charge to recover the cost of a new service line and / or the meter).

The City provided Raftelis with a fixed asset register report identifying the fixed assets in service by function as of September 30, 2021 for the System. The summary of the functionalization of the existing utility plant is included in Table 3-1 at the end of this section. This functionalization of the existing utility plant-in-service represents the original cost of such assets (gross book value) and was based on the reported in-service values as of September 30, 2021. The following is a summary of the functionalization of the System's existing utility plant-in-service as shown in Table 3-1:

Water System and Wastewater System Fixed Assets				
Function	Water System [*]		Wastewater System [*]	
	Amount	Percent	Amount	Percent
Treatment Plants	\$25,196,445	47.26%	\$42,154,532	67.57%
Transmission Lines	9,883,592	18.54%	6,348,551	10.18%
Lift Stations	0	0.00%	0	0.00%
Meter Services	3,110,086	5.83%	0	0.00%
Distribution/Collection Lines	13,128,447	24.63%	11,790,166	18.90%
Vehicles and Equipment	1,992,525	3.74%	2,088,963	3.35%
Totals	\$53,311,095	100.00%	\$62,382,212	100.00%

[*] Amounts as provided by City staff and found on Table 3-1.

Additional Capital Investment

The City's Water and Wastewater System Capital Improvement Program ("CIP") for the Fiscal Years 2022 through 2027, as prepared and estimated by the utility staff outlines the best estimate of future capital improvements for the System. These capital projects include: i) upgrades of existing assets to accommodate new and existing customers; ii) new assets that will increase the existing investment the systems and benefit existing and new customers; and iii) replacements of existing assets or projects that generally only benefit current users of the System (e.g., existing plant renewal and replacement, reliability projects).

As shown on Tables 3-4, 3-5, and 3-6 at the end of this report, the CIP has recognized approximately \$64.0 million in capital projects to be completed over the six-year period for the Water System and \$85.5 million in capital projects for the Wastewater System totaling \$149.5 million for the combined System.

Based on our understanding of the fair share apportionment rule as identified by case law, only production / treatment and major backbone transmission costs were recognized in the water and wastewater impact fee calculations. General transmission and distribution / collection project costs were not recognized because they: i) generally are not System-wide costs (i.e., distribution / collection project costs tend to benefit specific customers); ii) in many instances, are funded by a specific charge applied to a customer (e.g., water meter installation fee); and iii) are often contributed as part of the development process (e.g., it would not be fair for a developer who has contributed the distribution / collection assets to pay an impact fee, which includes recovery of distribution / collection projects).

A summary of all the adjustments recognized in order to arrive at the treatment and major transmission costs recognized for impact fee determination purposes are shown as follows:

Derivation of Treatment and Major Transmission Capital Costs Recognized in Impact Fee Study [*]			
	Water System	Wastewater System	Combined System
Projects in Utility's Six-year CIP	\$63,994,600	\$85,540,884	\$149,535,484
Excluded Projects	(11,602,207)	(13,834,305)	(25,436,512)
Total Treatment and Major Transmission Capital Costs Recognized in Impact Fees	<u>\$52,392,393</u>	<u>\$71,706,579</u>	<u>\$124,098,972</u>

[*] Amounts shown derived from Tables 3-5 and 3-6.

Design of Water System Impact Fee

As shown on Table 3-9 at the end of this report, the total calculated impact fee for the Water System is \$2,836. This represents a decrease in the fee of \$91 or 3.1% below the current fee of \$2,927 per ERU.

In the development of the proposed water system impact fee, several assumptions were utilized or incorporated. The major assumptions utilized in the design of the calculated Water System Impact Fee are:

1. The Water System capital improvement program as prepared by staff for the Fiscal Years 2022 through 2027 was reviewed and the capital costs were apportioned: i) by functional category; and ii) to existing and future users in the determination of the water system impact fee. Those facilities that were considered to be allocable to growth were included in the fee determination at full cost (i.e., 100% of the total cost). The CIP capital costs recognized in the water system impact fee analysis are shown on Table 3-5 at the end of this report.
2. For the capital improvements identified as major treatment or transmission system upgrades, which would benefit both existing and future users, the total cost of such improvements has been recognized in the analysis. These costs were allocated to existing and future customers based on the nature and purpose of the project as described to us by the City.
3. No capital facility expansion costs associated with existing distribution facilities, including meters, hydrants, on-site distribution facilities, and services, have been included in the calculation of the water system impact fee since developers typically contribute such facilities or the City has adopted a separate fee (e.g., water meter installation fee) to recover the cost of such capital additions.
4. An allowance of \$631,015 of the total of (or 30%) of the remaining interest/financing costs (of \$2,111,831) associated with the Series 2017 Water and Sewer Bonds ("Series 2017 Bonds") have been included in the water fee calculations. This debt was used to finance water system assets that serve existing customers and future growth.
5. Because: i) the water system is operated as an enterprise fund; ii) all financial resources received by the utility stay within the fund for the benefit of such system; and iii) the costs reflected in the fee are at original cost and not adjusted for any fair market value to reflect current cost conditions;. All impact fee funds remain in the system and the long-term capital financing costs for infrastructure constructed and available to serve new

growth are mitigated by using the impact fees for ongoing expansion-related capital project financing or for the direct payment of the annual expansion-related debt service payments.

As shown on Table 3-7 at the end of this section, the Water System Impact Fee was calculated utilizing: i) estimated capital costs for the supply, treatment and transmission system; ii) current fixed asset and capacity data; and iii) the financing cost data associated with the Series 2017 Bonds available to Raftelis regarding the water system. By designing the water system impact fee to recover costs on a prospective basis, an attempt is made to design a charge that will provide funds on a reasonable basis in order to meet the future needs of the water system. It should be noted that in the event the construction costs, capacity requirements, or utility service area materially change from what is reflected on Table 3-5, the water system impact fee might need to be adjusted accordingly.

Design of Wastewater System Impact Fee

As shown on Table 3-9 at the end of this section, the calculated treatment and transmission component impact fee for the wastewater system is \$4,830 per ERU. This represents an increase in the fee of \$93 or 2.0% when compared with the current fee of \$4,737 per ERU.

In the development of the proposed wastewater system impact fee, several assumptions were utilized or incorporated in the analysis. The major assumptions utilized in the design of the proposed wastewater system impact fee are:

1. The wastewater system capital improvement program as prepared by staff for the Fiscal Years 2022 through 2027 was reviewed and the capital costs were apportioned: i) by functional category; and ii) to existing and future users in the determination of the wastewater system impact fee. Those facilities that were considered to be allocable to growth were included in the fee determination at full cost (i.e., 100% of the total cost). The CIP capital costs recognized in the wastewater system impact fee analysis are shown on Table 3-6 at the end of this report.
2. For the capital improvements identified as major treatment or transmission system upgrades, which would benefit both existing and future users, the total cost of such improvements has been recognized in the analysis. These costs were allocated to existing and future customers based on the nature and purpose of the project as provided by described to us by the City.
3. No capital facility costs associated with the existing collection facilities, including local lift stations, manholes, laterals, and on-site collection facilities have been included in the calculation of the wastewater system impact fees since the developer generally contributes such facilities, or City has adopted a separate fee (e.g., wastewater tap-on fee) to recover such capital additions. All capital improvements to such respective facilities in the CIP were also not recognized in the wastewater system impact fee analysis.
4. An allowance of \$1,121,805 of the total of (or 53%) of the remaining interest/financing costs (of \$2,111,831) associated with the Series 2017 Water and Sewer Bonds ("Series 2017 Bonds") have been included in the water fee calculations. This debt was used to finance water system assets that serve existing customers and future growth. Additionally, the planned interest/financing costs associated with the proposed 2023 borrowing to expand the wastewater treatment plant have also been included in the fee calculation at \$12,771,600. The wastewater treatment assets financed by this borrowing are anticipated to provide service to new growth in the future.

5. Because: i) the wastewater system is operated as an enterprise fund; ii) all financial resources received by the utility stay within the fund for the benefit of such system; and iii) the costs reflected in the fee are at original cost and not adjusted for any fair market value to reflect current cost conditions. All impact fee funds remain in the system and the long-term capital financing costs for infrastructure constructed and available to serve new growth are mitigated by using the impact fees for ongoing expansion-related capital project financing or for the direct payment of the annual expansion-related debt service payments.

As shown on Table 3-8 at the end of this report, the wastewater system impact fee was calculated utilizing: i) the estimated treatment and transmission-related capital costs of the wastewater system; ii) the current fixed asset and capacity data available to Raftelis regarding the City's wastewater system; and iii) the financing cost data associated with the Series 2017 Bonds and proposed 2023 Bonds. By designing the wastewater system impact fees to recover costs on a prospective basis, an attempt is made to design a charge that will provide funds on a reasonable basis in order to meet the future needs of the wastewater system. It should be noted that in the event the construction costs, capacity requirements, or utility service area materially change from what is reflected on Tables 3-6 and 3-8, the wastewater system impact fees might need to be adjusted accordingly.

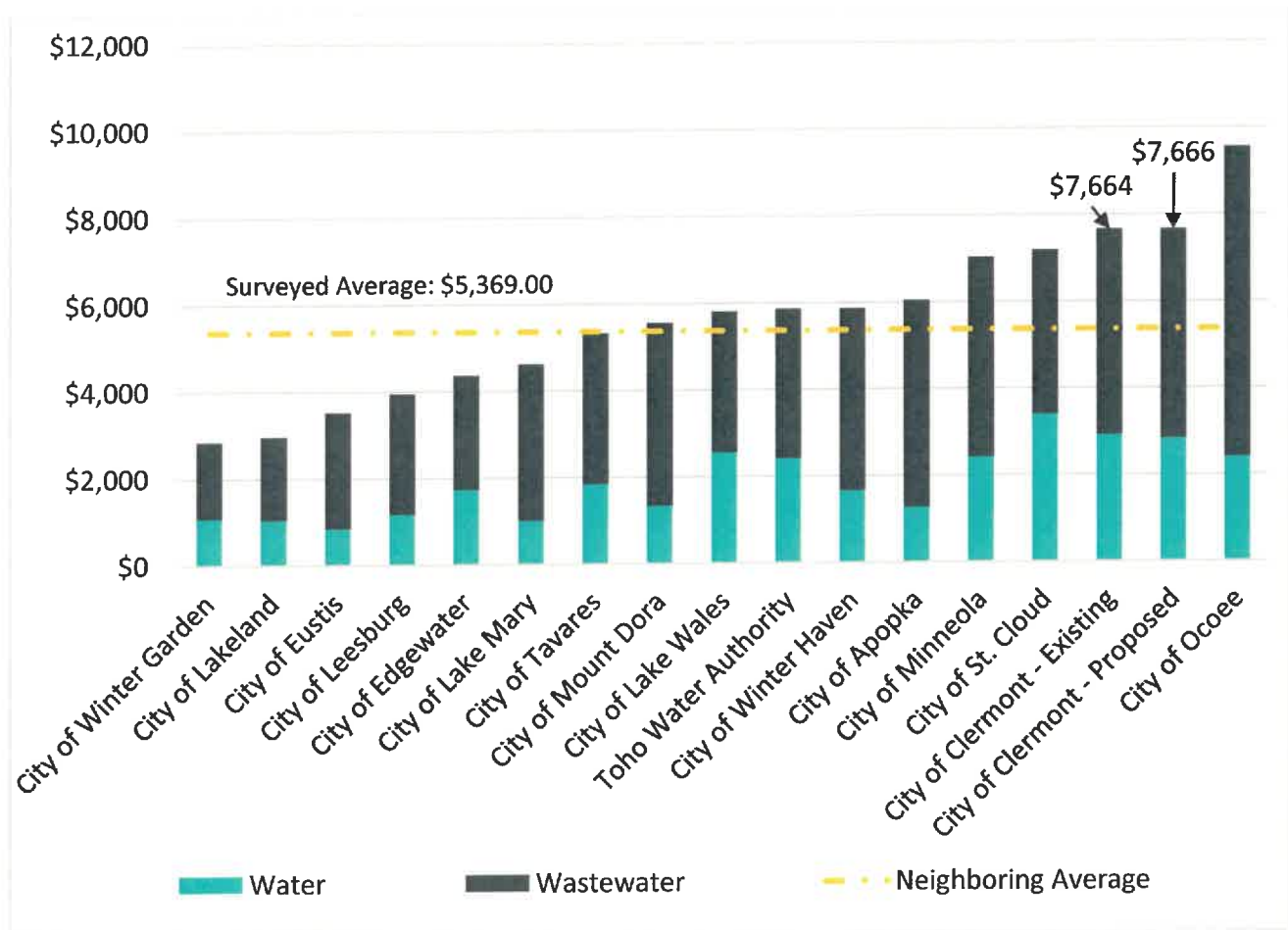
Impact Fee Comparisons

In order to provide additional information to the City regarding the existing and proposed impact fees, a comparison of the existing and calculated fees for the City with similar related capital charges imposed by other Florida jurisdictions was prepared. Table 3-10 at the end of this report, provides a comparison of the City's existing and proposed impact fees for single-family residential connections with the fees or comparable charges currently imposed by other municipal / governmental water system and the wastewater systems located across Florida. It is important to note that utilities may be different from a facility standpoint, and the methods used in the development of the water and wastewater impact fees imposed may vary. Moreover, no analysis has been performed to determine whether 100% of the cost of new facilities is recovered from impact fees or some percentage less than 100% with the balance recovered through the user charges. Additionally, the types of capital facilities currently in service or planned for the utility may have a material impact fee charged by a local government. For example, the costs of wastewater effluent disposal utilizing a deep injection well system generally has a higher capital cost per unit of capacity than use of a surface water discharge such as an outfall to a bay or river. The capital costs associated with constructing reverse osmosis water treatment facilities, which treat brackish water, are higher than those of lime softening facilities, which treat freshwater.

Some reasons why impact fees differ among utilities:

- Source of supply;
- Proximity to source of supply;
- Type of treatment;
- Effluent disposal method;
- Density of service area;
- Availability of grant funding to finance CIP;
- Age of system;
- Utility life cycle (e.g., growth-oriented vs. mature);
- Level of service standards; or
- Administrative policies.

As shown on Table 3-10, the average water and wastewater system impact fees per ERU for the 15 governmental entities selected for this comparison are \$5,369 per ERU. Of the surveyed utilities, the City of Ocoee has the highest combined water and wastewater fees at \$9,551 per ERC. City of Winter Garden with a combined fee of \$2,853 had the lowest of the surveyed utilities. The proposed water and wastewater impact fees are slightly higher than similar fees charged by the surveyed utilities.



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Section 3
City of Clermont
Water and Wastewater Impact Fee Analysis

List of Tables

Table	Description
3-1	Summary of Water and Wastewater Fixed Assets
3-2	Distribution/Transmission Main Allocator - Water System
3-3	Collection/Transmission Main Allocator - Wastewater System
3-4	Summary of Capital Improvement Program
3-5	Allocation of Planned Water Capital Improvements
3-6	Allocation of Planned Wastewater Capital Improvements
3-7	Development of Water System Impact Fee
3-8	Development of Wastewater System Impact Fee
3-9	Proposed Impact Fees for Water and Wastewater Service
3-10	Comparison of Impact Fees for Water and Wastewater Service

Table 3-1
City of Clermont
Water and Wastewater Impact Fee Analysis

Summary of Water and Wastewater Fixed Assets [1]

Line No.	Function	Fixed Assets at Original Cost	
		Water	Wastewater
	Assets Included in the Impact Fee		
1	Treatment Plant	\$25,196,445	\$42,154,532
2	Transmission Lines [2] [3]	9,883,592	6,348,551
3	Lift Stations	0	12,546,658
	Total Embedded Costs Included in the Impact Fee Analysis	<u>\$35,080,037</u>	<u>\$61,049,742</u>
	Assets Excluded from the Impact Fee		
5	Meter Services	\$3,110,086	\$0
6	Distribution / Collection Lines [2] [3]	13,128,447	11,790,166
7	Vehicles & Equipment	1,992,525	2,088,963
	Total Embedded Costs Excluded from the Impact Fee Analysis	<u>\$18,231,057</u>	<u>\$13,879,129</u>
9	Total Fixed Assets	<u>\$53,311,095</u>	<u>\$74,928,870</u>
10	Total System Assets	<u>\$128,239,965</u>	

Footnotes:

- [1] Estimated Assets as reported by the City as of September 30, 2021.
- [2] For the purposes of allocating reclaimed water resource costs, all costs associated with reclaimed water transmission & distribution are reflected in the water assets. All reclaimed water assets associated with treatment and storage remain in the wastewater treatment costs.
- [3] Based on the existing asset records of the City, information on specific distribution and collection lines that should be excluded from impact fee determination was not available. Therefore the following adjustments were made to segregate the total transmission costs from the distribution and collection related costs:

	Fixed Assets at Original Cost	
	Water	Wastewater
Transmission & Distribution/Collection System	\$23,012,039	\$18,138,717
Percent Allocable to Back-bone Transmission [*]	42.9%	35.0%
Amount Allocable to Back-bone Transmission	\$9,883,592	\$6,348,551
Amount Allocable to Distribution/Collection	\$13,128,447	\$11,790,166

[*] The water and wastewater transmission system was estimated based on mains greater than 8 inches in diameter as derived from Tables 3-2 and 3-3.

Table 3-2
City of Clermont
Water and Wastewater Impact Fee Analysis

Distribution/Transmission Main Allocator - Water System

		Weighted Allocation [1]	
Line No.	Size of Pipe (diameter)	Total Length (ft.)	Percent of Total
Distribution Mains [2]			
1	1"	0	
2	1 1/2"	0	
3	2"	146,630	
4	4"	32,480	
5	6"	2,890,266	
6	8"	3,197,416	
7	Total Distribution	6,266,792	57.1%
Transmission Mains			
8	10"	521,870	
9	12"	2,409,264	
10	16"	1,457,808	
11	20"	239,440	
12	24"	89,496	
13	Total Transmission	4,717,878	42.9%
14	Total T/D Mains	10,984,670	100.0%

Footnotes:

[1] Amounts shown reflect the product of the linear miles of line and each line size or diameter.

[2] Distribution System assumed to include all service lines less than 10 inches in diameter.

Table 3-3
City of Clermont
Water and Wastewater Impact Fee Analysis

Collection/Transmission Main Allocator - Wastewater System

Line No.	Size of Pipe (diameter)	Gravity Mains		Force Mains		Total Mains [1]	
		Weighted Length (ft.in.)	Percent of Total	Weighted Length (ft.in.)	Percent of Total	Weighted Length (ft.in.)	Percent of Total
Collection Mains [2]							
1	6"	16,020		0		16,020	
2	8"	7,300,568		0		7,300,568	
3	Total Collection Mains	7,316,588	88.66%	0	0.00%	7,316,588	63.5%
Transmission Mains							
4	2"	0		10,588		10,588	
5	3"	0		35,082		35,082	
6	4"	0		50,024		50,024	
7	6"	0		399,300		399,300	
8	8"	0		381,544		381,544	
9	10"	294,550		247,330		541,880	
10	12"	261,108		890,664		1,151,772	
11	15"	239,310		0		239,310	
12	16"	3,808		356,944		360,752	
13	18"	78,948		0		78,948	
14	24"	0		419,780		419,780	
15	30"	57,960		0		57,960	
16	36"	312		218,280		218,592	
17	42"	0		265,440		265,440	
18	Total Transmission	935,996	11.34%	3,274,976	100.00%	4,210,972	36.5%
19	Total Mains	8,252,584	100.00%	3,274,976	100.00%	11,527,560	100.0%

Footnotes:

[1] Amounts shown reflect the product of the linear miles of line and each line size or diameter.

[2] Collection System assumed to include all service lines less than 10 inches in diameter.

Table 3-4
City of Clermont
Water and Wastewater Impact Fee Analysis

Page 1 of 2

Summary of Capital Improvement Program

Line No.	Description	Allocation		Projected Fiscal Year Ending September 30						Total
		Water	Wastewater	2022	2023	2024	2025	2026	2027	
WATER										
1	Replacement Vehicles-Water	100%	0%	\$0	\$196,000	\$65,000	\$102,000	\$62,500	\$65,000	\$490,500
2	Alternative Water South Lake Water Initiative	100%	0%	0	100,000	100,000	100,000	100,000	100,000	500,000
3	East Water System Looping Des. & Const.	100%	0%	0	400,000	100,000	450,000	100,000	500,000	1,550,000
4	West Water System Improvements Des. & Const	100%	0%	0	200,000	100,000	450,000	100,000	500,000	1,350,000
5	Lower Floridian Aquifer Well & Carryforward	100%	0%	0	3,000,000	4,641,370	0	0	0	7,641,370
6	Lower Floridian Aquifer Well-Design & Carryforward	100%	0%	286,706	100,000	50,000	0	0	0	436,706
7	Water System Streetscape Phase 3	100%	0%	1,228,198	0	0	0	0	0	1,228,198
8	Johns Lake Road Main Upsizing & Carryforward	100%	0%	0	0	0	0	0	0	0
9	Public Services Building	100%	0%	0	362,481	0	0	0	0	362,481
10	Johns Lake Road Main Upsizing Design	100%	0%	0	0	0	0	0	0	0
11	Water Main Carryforward	100%	0%	362,481	0	0	0	0	0	362,481
12	Capital Outlay - Professional Services	100%	0%	75,000	100,000	100,000	100,000	100,000	100,000	575,000
13	Capital Outlay - Professional Services For Alt Water	100%	0%	100,000	0	0	0	0	0	100,000
14	Capital Outlay-Equipment	100%	0%	100,000	663,000	200,000	200,000	200,000	200,000	1,563,000
15	Cap Out- Carryforward Relief Valve	100%	0%	100,491	0	0	0	0	0	100,491
16	Cap Out- Water System UT Relocate	100%	0%	10,963	0	0	0	0	0	10,963
17	Cap Out- Carryforward Relocate WM King Ridge	100%	0%	1,450	0	0	0	0	0	1,450
18	Cap Out- South Lake Connector, LLC RCW Main	100%	0%	87,400	0	0	0	0	0	87,400
19	Cap Out- Pro Svc Welns Way- Supp Well Irr	100%	0%	100,000	0	0	0	0	0	100,000
20	Cap Out- Wells/Houses Pumps 33201	100%	0%	100,000	0	0	0	0	0	100,000
21	Cap Out- Recl Wtr Reuse Tank 33203	100%	0%	45,000	0	0	0	0	0	45,000
22	Cap Out- Pro Ut Relocate-Hartwood Marsh	100%	0%	50,000	150,000	0	0	0	0	200,000
23	Cap Out- ProSVC CDBG Fy17 38123	100%	0%	12,560	0	0	0	0	0	12,560
24	Cap Out- Other Improvement	100%	0%	0	150,000	150,000	150,000	150,000	150,000	750,000
25	Cap Out- Relocate Hartwood Marsh	100%	0%	0	0	1,935,000	0	0	0	1,935,000
26	Johns Lake Road Extension / Redundance Loop	100%	0%	\$0	\$0	\$0	\$0	\$0	\$3,330,000	\$3,330,000
27	Hartwood Marsh Road Improvements	100%	0%	0	0	0	0	0	210,000	210,000
28	Friendship Road Improvements	100%	0%	0	0	0	0	0	2,940,000	2,940,000
29	East Tank Hwy 50 Improvements	100%	0%	0	0	0	0	0	2,624,000	2,624,000
30	Sunburst Lane WTP HSP Replacement	100%	0%	0	0	0	0	0	1,800,000	1,800,000
31	Future WTP	100%	0%	0	0	0	0	0	16,200,000	16,200,000
32	Hartle Road Extension	100%	0%	0	0	0	0	0	2,480,000	2,480,000
33	Bella Terra Line	100%	0%	0	0	0	0	0	1,563,000	1,563,000
34	Bella Lago Line	100%	0%	0	0	0	0	0	1,312,000	1,312,000
35	SR 50 Extension Loop	100%	0%	0	0	0	0	0	4,830,000	4,830,000
36	Central Area Connector	100%	0%	0	0	0	0	0	3,400,000	3,400,000
37	Sunburst Lane Connector	100%	0%	0	0	0	0	0	417,000	417,000
38	EWRF Piping Improvements	100%	0%	0	0	0	0	0	106,000	106,000
39	HSPS Improvements I	100%	0%	0	0	0	0	0	380,000	380,000
40	HSPS Improvements II	100%	0%	0	0	0	0	0	380,000	380,000
41	Future Storage and Pumping Station	100%	0%	0	0	0	0	0	2,320,000	2,320,000
42	Other Miscellaneous Water Adjustments	100%	0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
43	Ongoing Water Capital Outlay	100%	0%	\$0	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
44	TOTAL WATER SYSTEM CAPITAL IMPROVEMENT PLAN			\$2,660,249	\$5,421,481	\$7,491,370	\$1,602,000	\$862,500	\$45,957,000	\$63,994,600
WASTEWATER										
45	Lift Station Wet Well Lining	0%	100%	\$0	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000

Table J-4
City of Clermont
Water and Wastewater Impact Fee Analysis

Page 2 of 2

Summary of Capital Improvement Program

Line No.	Description	Allocation		Projected Fiscal Year Ending September 30,						Total
		Water	Wastewater	2022	2023	2024	2025	2026	2027	
46	Lift Station Electrical Rehab	0%	100%	0	0	80,000	50,000	50,000	50,000	230,000
47	Replacement Vehicles-Sewer	0%	100%	0	100,000	299,475	525,000	73,000	119,000	1,116,475
48	Lift Station Pump Replacement	0%	100%	455,000	400,000	200,000	200,000	100,000	50,000	1,405,000
49	West Side Gravity Main Lining	0%	100%	0	0	500,000	0	0	0	500,000
50	Public Services Building	0%	100%	0	377,800	0	0	0	0	377,800
51	Lateral /Manhole Lining	0%	100%	105,000	105,000	100,000	0	50,000	50,000	410,000
52	Wastewater Treatment Facility Expansion (4.0 - 6.5 MGD) - 1 of 4	0%	100%	0	3,000,000	17,600,000	7,130,000	0	0	27,730,000
53	Wastewater Treatment Facility Expansion (4.0 - 6.5 MGD) - 2 of 4	0%	100%	0	3,000,000	16,000,000	0	0	0	19,000,000
54	Wastewater Treatment Facility Expansion (4.0 - 6.5 MGD) - 3 of 4	0%	100%	0	2,000,000	0	0	0	0	2,000,000
55	Wastewater Treatment Facility Expansion (4.0 - 6.5 MGD) - 4 of 4	0%	100%	0	0	0	0	0	0	0
56	Wastewater Treatment Facility Design & Carryover	0%	100%	236,246	200,000	550,000	130,000	0	0	1,116,246
57	Sewer System Carryforward	0%	100%	375,163	0	0	0	0	0	375,163
58	Lift Station Improvements	0%	100%	699,000	475,000	400,000	400,000	350,000	350,000	2,674,000
59	Capital Outlay- Sewer System	0%	100%	250,000	0	0	0	0	0	250,000
60	Capital Outlay- Equipment UB 30000	0%	100%	2,500	316,700	0	0	0	0	319,200
61	Cap Out- Pro Svc Welns Way	0%	100%	20,000	0	0	0	0	0	20,000
62	Cap Out- Pro Svc	0%	100%	0	0	0	0	0	0	0
63	Cap Out- Pro Svc Util Reloc	0%	100%	0	100,000	0	0	0	0	100,000
64	Cap Out- Other Improvement	0%	100%	0	1,000,000	1,670,000	0	0	0	2,670,000
65	Cap Out- Recl Water Improvement	0%	100%	0	0	0	0	0	0	0
66	EWRF Phase II	0%	100%	0	0	0	0	0	23,367,000	23,367,000
67	Lift Station E04 Force Main	0%	100%	0	0	0	0	0	1,480,000	1,480,000
68	Other Miscellaneous Wastewater Adjustments	0%	100%	\$0	\$0	\$0	\$0	\$0	\$0	\$0
69	Ongoing Wastewater Capital Outlay	0%	100%	\$0	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
70	TOTAL WASTEWATER CAPITAL IMPROVEMENT PLAN			\$2,142,909	\$11,074,500	\$37,499,475	\$8,535,000	\$723,000	\$25,566,000	\$85,540,884
71	TOTAL CAPITAL IMPROVEMENT PROGRAM			\$4,803,158	\$16,495,981	\$44,990,845	\$10,137,000	\$1,585,500	\$71,523,000	\$149,535,484

Table 3-5
City of Clermont
Water and Wastewater Impact Fee Analysis

Allocation of Planned Water Capital Improvements

Line No.	Project Description	Type	2022 - 2027		Net Amount For Future Expenditures	Cost Allocation		Existing - Functional Category		Future - Functional Category	
			Estimated Capital Cost [1]	Adjustments [2]		Existing	Future	Supply and Treatment	Storage, Pumping & Transmission	Supply and Treatment	Storage, Pumping & Transmission
Water System											
Capital Improvement Program [1]											
1	Replacement Vehicles-Water	Other	\$490,500	(\$490,500)	\$0	100.00%	0.00%	\$0	\$0	\$0	\$0
2	Alternative Water South Lake Water Initiative	Other	500,000	(500,000)	0	100.00%	0.00%	0	0	0	0
3	East Water System Looping Des. & Const.	Transmission	1,550,000	(775,000)	775,000	0.00%	100.00%	0	0	0	775,000
4	West Water System Improvements Des. & Const	Transmission	1,350,000	(675,000)	675,000	0.00%	100.00%	0	0	0	675,000
5	Lower Floridian Aquifer Well & Carryforward	Treatment	7,641,370	0	7,641,370	100.00%	0.00%	7,641,370	0	0	0
6	Lower Floridian Aquifer Well-Design & Carryforward	Treatment	436,706	0	436,706	100.00%	0.00%	436,706	0	0	0
7	Water System Streetscape Phase 3	Transmission	1,228,198	(890,444)	337,754	100.00%	0.00%	0	337,754	0	0
8	Johns Lake Road Main Upsizing & Carryforward	Transmission	0	0	0	100.00%	0.00%	0	0	0	0
9	Public Services Building	Treatment	362,481	(362,481)	0	100.00%	0.00%	0	0	0	0
10	Johns Lake Road Main Upsizing Design	Transmission	0	0	0	100.00%	0.00%	0	0	0	0
11	Water Main Carryforward	Transmission	362,481	0	362,481	100.00%	0.00%	0	362,481	0	0
12	Capital Outlay - Professional Services	Other	575,000	(575,000)	0	100.00%	0.00%	0	0	0	0
13	Capital Outlay - Professional Services For Alt Water	Other	100,000	(100,000)	0	100.00%	0.00%	0	0	0	0
14	Capital Outlay-Equipment	Other	1,563,000	(1,563,000)	0	100.00%	0.00%	0	0	0	0
15	Cap Out- Carryforward Relief Valve	Other	100,491	(100,491)	0	100.00%	0.00%	0	0	0	0
16	Cap Out- Water System UT Relocate	Transmission	10,963	(10,963)	0	100.00%	0.00%	0	0	0	0
17	Cap Out- Carryforward Relocate WM King Ridge	Transmission	1,450	(1,450)	0	100.00%	0.00%	0	0	0	0
18	Cap Out- South Lake Connector, LLC RCW Main	Other	87,400	(87,400)	0	100.00%	0.00%	0	0	0	0
19	Cap Out- Pro Svc Welns Way- Supp Well Irr	Transmission	100,000	0	100,000	100.00%	0.00%	0	100,000	0	0
20	Cap Out- Wells/Houses Pumps 33201	Treatment	100,000	(100,000)	0	100.00%	0.00%	0	0	0	0
21	Cap Out- Recl Wtr Reuse Tank 33203	Treatment	45,000	(45,000)	0	100.00%	0.00%	0	0	0	0
22	Cap Out- Pro Ut Relocate-Hartwood Marsh	Other	200,000	(200,000)	0	100.00%	0.00%	0	0	0	0
23	Cap Out- ProSvc CDBG Ffy17 38123	Other	12,560	(12,560)	0	100.00%	0.00%	0	0	0	0
24	Cap Out- Other Improvement	Other	750,000	(750,000)	0	100.00%	0.00%	0	0	0	0
25	Cap Out- Relocate Hartwood Marsh	Other	1,935,000	(1,935,000)	0	100.00%	0.00%	0	0	0	0
26	Johns Lake Road Extension / Redundance Loop	Transmission	3,330,000	(\$10,918)	3,319,082	100.00%	0.00%	0	3,319,082	0	0
27	Hartwood Marsh Road Improvements	Transmission	210,000	0	210,000	100.00%	0.00%	0	210,000	0	0
28	Friendship Road Improvements	Transmission	2,940,000	0	2,940,000	100.00%	0.00%	0	2,940,000	0	0
29	East Tank Hwy 50 Improvements	Transmission	2,624,000	0	2,624,000	100.00%	0.00%	0	2,624,000	0	0
30	Sunburst Lane WTP HSP Replacement	Treatment	1,800,000	(1,800,000)	0	100.00%	0.00%	0	0	0	0
31	Future WTP	Treatment	16,200,000	0	16,200,000	0.00%	100.00%	0	0	16,200,000	0
32	Hartle Road Extension	Transmission	2,480,000	0	2,480,000	100.00%	0.00%	0	2,480,000	0	0
33	Bella Terra Line	Transmission	1,563,000	0	1,563,000	100.00%	0.00%	0	1,563,000	0	0
34	Bella Lago Line	Transmission	1,312,000	0	1,312,000	100.00%	0.00%	0	1,312,000	0	0
35	SR 50 Extension Loop	Transmission	4,830,000	0	4,830,000	100.00%	0.00%	0	4,830,000	0	0
36	Central Area Connector	Transmission	3,400,000	0	3,400,000	100.00%	0.00%	0	3,400,000	0	0
37	Sunburst Lane Connector	Other	417,000	(417,000)	0	100.00%	0.00%	0	0	0	0
38	EWRF Piping Improvements	Transmission	106,000	0	106,000	100.00%	0.00%	0	106,000	0	0
39	HSPS Improvements I	Treatment	380,000	0	380,000	100.00%	0.00%	380,000	0	0	0
40	HSPS Improvements II	Treatment	380,000	0	380,000	100.00%	0.00%	380,000	0	0	0
41	Future Storage and Pumping Station	Treatment	2,320,000	0	2,320,000	100.00%	0.00%	2,320,000	0	0	0
42	Other Miscellaneous Water Adjustments	Other	\$0	\$0	\$0	100.00%	0.00%	0	0	0	0
43	Ongoing Water Capital Outlay	Other	\$200,000	(\$200,000)	\$0	100.00%	0.00%	0	0	0	0
44	Total Water System		\$63,994,600	(\$11,602,207)	\$52,392,393			\$11,158,076	\$23,584,317	\$16,200,000	\$1,450,000
45	Reclaimed Water Projects										
46	Capital Improvement Program [3]										

Table 3-5
City of Clermont
Water and Wastewater Impact Fee Analysis

Allocation of Planned Water Capital Improvements

Line No.	Project Description	Type	2022 - 2027		Net Amount For Future Expenditures	Cost Allocation		Existing - Functional Category		Future - Functional Category	
			Estimated Capital Cost [1]	Adjustments [2]		Existing	Future	Supply and Treatment	Storage, Pumping & Transmission	Supply and Treatment	Storage, Pumping & Transmission
47	Blank		\$0	\$0	\$0	100.00%	0.00%	\$0	\$0	\$0	\$0
48	Total Reclaimed Water System		\$0	\$0	\$0			\$0	\$0	\$0	\$0
49	Total Capital Projects		<u>\$63,994,600</u>	<u>(\$11,602,207)</u>	<u>\$52,392,393</u>			<u>\$11,158,076</u>	<u>\$23,584,317</u>	<u>\$16,200,000</u>	<u>\$1,450,000</u>

Footnotes:

[1] Amounts derived from Table 3-4.

[2] Adjustments for renewal and replacement projects.

Table 3-6
City of Clermont
Water and Wastewater Impact Fee Analysis

Allocation of Planned Wastewater Capital Improvements

			2022 - 2027		Net Amount	Cost Allocation		Existing - Functional Category		Future - Functional Category	
Line	Project Description	Type	Estimated	Adjustments [2]	For Future	Existing	Future	Treatment/ Disposal	Transmission	Treatment/ Disposal	Transmission
No.			Capital Cost [1]		Expenditures						
Wastewater Projects											
Capital Improvement Program III											
1	Lift Station Wet Well Lining	Transmission	\$200,000	(\$200,000)	\$0	100.00%	0.00%	\$0	\$0	\$0	\$0
2	Lift Station Electrical Rehab	Transmission	230,000	(230,000)	0	100.00%	0.00%	0	0	0	0
3	Replacement Vehicles-Sewer	Other	1,116,475	(1,116,475)	0	100.00%	0.00%	0	0	0	0
4	Lift Station Pump Replacement	Transmission	1,405,000	(1,405,000)	0	100.00%	0.00%	0	0	0	0
5	West Side Gravity Main Lining	Transmission	500,000	(500,000)	0	100.00%	0.00%	0	0	0	0
6	Public Services Building	Treatment	377,800	(377,800)	0	100.00%	0.00%	0	0	0	0
7	Lateral /Manhole Lining	Transmission	410,000	(410,000)	0	100.00%	0.00%	0	0	0	0
8	Wastewater Treatment Facility Expansion (4.0 - 6.5 MGD) - 1 of 4	Treatment	27,730,000	0	27,730,000	0.00%	100.00%	0	0	27,730,000	0
9	Wastewater Treatment Facility Expansion (4.0 - 6.5 MGD) - 2 of 4	Treatment	19,000,000	0	19,000,000	0.00%	100.00%	0	0	19,000,000	0
10	Wastewater Treatment Facility Expansion (4.0 - 6.5 MGD) - 3 of 4	Treatment	2,000,000	(2,000,000)	0	0.00%	100.00%	0	0	0	0
11	Wastewater Treatment Facility Expansion (4.0 - 6.5 MGD) - 4 of 4	Treatment	0	0	0	0.00%	100.00%	0	0	0	0
12	Wastewater Treatment Facility Design & Carryover	Treatment	1,116,246	0	1,116,246	0.00%	100.00%	0	0	1,116,246	0
13	Sewer System Carryforward	Treatment	375,163	(375,163)	0	100.00%	0.00%	0	0	0	0
14	Lift Station Improvements	Transmission	2,674,000	(2,674,000)	0	100.00%	0.00%	0	0	0	0
15	Capital Outlay- Sewer System	Other	250,000	(250,000)	0	100.00%	0.00%	0	0	0	0
16	Capital Outlay- Equipment UB 30000	Other	319,200	(319,200)	0	100.00%	0.00%	0	0	0	0
17	Cap Out- Pro Svc Welns Way	Transmission	20,000	(20,000)	0	100.00%	0.00%	0	0	0	0
18	Cap Out- Pro Svc	Other	0	0	0	100.00%	0.00%	0	0	0	0
19	Cap Out- Pro Svc Util Reloc	Transmission	100,000	(100,000)	0	100.00%	0.00%	0	0	0	0
20	Cap Out- Other Improvement	Other	2,670,000	(2,670,000)	0	100.00%	0.00%	0	0	0	0
21	Cap Out- Reel Water Improvement	Transmission	0	0	0	100.00%	0.00%	0	0	0	0
22	EWRF Phase II	Treatment	23,367,000	0	23,367,000	0.00%	100.00%	0	0	23,367,000	0
23	Lift Station E04 Force Main	Transmission	1,480,000	(986,667)	493,333	100.00%	0.00%	0	493,333	0	0
24	Other Miscellaneous Wastewater Adjustments	Other	\$0	\$0	\$0	100.00%	0.00%	0	0	0	0
25	Ongoing Wastewater Capital Outlay	Other	\$200,000	(\$200,000)	\$0	100.00%	0.00%	0	0	0	0
26	Total Wastewater System		\$85,540,884	(\$13,834,305)	\$71,706,579			\$0	\$493,333	\$71,213,246	\$0
Conceptual Projects											
27	Blank		\$0	\$0	\$0	100.00%	0.00%	\$0	\$0	\$0	\$0
28	Blank		0	0	0	100.00%	0.00%	0	0	0	0
30	Total Wastewater System		\$0	\$0	\$0			\$0	\$0	\$0	\$0
31	Total Capital Projects		\$85,540,884	(\$13,834,305)	\$71,706,579			\$0	\$493,333	\$71,213,246	\$0

Footnotes:

[1] Amounts derived from Table 3-4.

[2] Adjustments for renewal and replacement or grant funded projects.

Table 3-7
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Water System Impact Fee

Line No.	Description	Amount
Total Estimated Cost of Existing & Future Water Production and Treatment Facilities:		
1	Cost of Existing Facilities [1]	\$25,196,445
2	Additional Costs Capitalized - CIP [2]	11,158,076
3	Less Receipt of Grant Funds [3]	(940,608)
4	Subtotal Water Production and Treatment Facilities	\$35,413,913
5	Existing Capacity of Plant Facilities (MGD) (ADF) [4]	12.193
6	Existing Average Daily Flow (MGD) (ADF) [5]	7.818
7	ERC Factor - (GPD) (ADF) [6]	220.0
8	Estimated ERUs Permitted to be Served by Future Facilities	55,423
9	Percent of Capacity Available for Growth	35.88%
10	Allocation of Existing & Future Facilities to Incremental Growth	\$12,706,952
11	Rate per ERU of Treatment Facilities	\$638.98
12	Additional Borrowing Costs - Existing [7]	\$631,015
13	Estimated ERUs Permitted to be Served by Future Facilities	55,423
14	Percent of Capacity Available for Growth	35.88%
15	Estimated Remaining ERUs Permitted to be Served by Future Facilities	19,886
16	Additional Borrowing Costs - Existing [7]	\$631,015
17	Estimated Remaining ERUs Permitted to be Served by Future Facilities	19,886
18	Additional Borrowing Costs - Per Future ERU	\$31.73
19	Rate per ERU of Treatment Facilities and Borrowing Costs	\$670.71
Total Estimated Cost of Additional Water Production and Treatment Facilities:		
20	Additional Costs Capitalized - CIP [8]	\$16,200,000
21	Less Receipt of Grant Funds [3]	0
22	Cost of Additional Water Production/Treatment Facilities	\$16,200,000
23	New Plant Capacity (MGD) (ADF) [9]	5.163
24	Estimated ERCs to be Served by Additional Facilities	23,468.00
25	Rate per ERC Associated with Additional Facilities	\$690.30
26	Rate per ERC Allocable to Water Production/Treatment Facilities	\$681.31

Table 3-7
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Water System Impact Fee

Line No.	Description	Amount
	Primary Transmission System:	
27	Existing Facilities [8]	\$9,883,592
28	Additional Costs Capitalized - CIP [10]	25,034,317
29	Less Receipt of Grant Funds [4]	(623,446)
30	Total Primary Transmission Facility Costs	<u>\$34,294,463</u>
31	Total Estimated ERUs served by Transmission Facilities [11]	<u>55,423</u>
32	Net Rate per ERU of Primary Transmission Facilities	<u>\$618.78</u>
33	Total Combined Rate per ERU After Rate Adjustment	\$1,300.09
34	Rounded Rate per ERU	\$1,300.00
35	Cost Per Gallon	\$5.909

ADF = Average Daily Flow

MDF = Maximum Daily Flow

ERU = Equivalent Residential Unit

GPD = Gallons per Day

Footnotes continued on the following page.

Table 3-7
City of Clermont
Water and Wastewater Impact Fee Analysis
Development of Water System Impact Fee

Footnotes:

- [1] Amount based on Table 3-1 and reflects water production and treatment assets currently in service.
- [2] Amount derived from Table 3-5 and reflects the planned upgrades to the existing water production and treatment facilities.
- [3] Total cost of facilities is reduced by grants and other outside funding sources, if any, as provided by the City.
- [4] Amount reflects the design capacity of the existing facilities expressed on an average daily flow basis (ADF) estimated as follows:

	<u>Plant Capacity</u>
<u>East Side</u>	
Sunburst Lane WTP - MGD (MDF)	9.500
Greater Hills WTP - MGD (MDF)	8.842
Sub-total East Side - MGD (MDF)	18.342
<u>West Side</u>	
Fourth Street Well - MGD (MDF)	1.080
Grand Highway Well - MGD (MDF)	2.304
Sub-total West Side - MGD (MDF)	3.384
Total Existing Water Treatment Capacity - MDG (MDF)	21.726
Maximum Historical Five-Year Average (FY 2017 - 2022) Peak to Average Ratio	1.78
Water Treatment Capacity - MDG (ADF)	12.193

- [5] Amount estimated based on discussions from staff and actual water production data for Fiscal Year 2022.
- [6] Amount reflects the City's current level of service for each ERU, Equivalent Residential Connection, on an average daily flow basis.
- [7] Amount reflects interest costs associated with the issuance of existing debt as derived as follows:

Total Financing Costs - Series 2017 Water and Sewer Bonds	\$2,111,831
Percent Allocable to Water System	30%
Amount Allocable to Water System	\$631,015

Table 3-7
City of Clermont
Water and Wastewater Impact Fee Analysis
Development of Water System Impact Fee

Footnotes:

- [8] Amount based on Table 3-1 and reflects existing water transmission assets currently in service.
- [9] Amount reflects the design capacity of the future plant expansion expressed on an average daily flow basis (ADF) estimated as follows:

	<u>Plant Capacity</u>
Total Future Water Treatment Capacity - MDG (MDF)	9.200
Maximum Historical Five-Year Average (FY 2017 - 2022) Peak to Average Ratio	1.78
Future Water Treatment Capacity - MDG (ADF)	<u><u>5.163</u></u>

- [10] Amount derived from Table 3-5 and reflects the recognized upgrades to the water transmission system.
- [11] Amount assumes transmission capacity is consistent with the existing and estimated future water treatment capacity.

Table 3-8
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Wastewater System Impact Fee

Line No.	Description	Amount
Total Estimated Cost of Existing & Future Wastewater Treatment & Disposal Facilities:		
1	Cost of Existing & Future Facilities [1]	\$42,154,532
2	Additional Costs Capitalized - CIP [2]	0
3	Less Receipt of Grant Funds [3]	(1,664,926)
4	Subtotal Wastewater Treatment and Disposal Facilities	\$40,489,606
5	Future Plant Capacity (MGD) (AADF) [4]	4.000
6	Projected Average Daily Flow (MGD) (AADF) [5]	3.193
7	ERC Factor - (GPD) (ADF) [6]	220.0
8	Estimated ERUs to be Served by Facilities	18,182
9	Percent Remaining Capacity of Facilities	20.18%
10	Allocation of Existing & Future Facilities to Incremental Growth	\$8,168,778
11	Rate per ERU of Treatment Facilities	\$2,226.93
12	Additional Borrowing Costs - Existing System [7]	\$1,121,805
13	Estimated ERUs Permitted to be Served by Facilities	18,182
14	Percent of Capacity Available for Growth	20.18%
15	Estimated Remaining ERUs Permitted to be Served by Facilities	3,668
16	Additional Borrowing Costs - Existing System [7]	\$1,121,805
17	Estimated Remaining ERUs Permitted to be Served by Facilities	3,668
18	Additional Borrowing Costs - Per Future ERU	\$305.82
19	Rate per ERC Associated with Existing & Future Facilities	\$2,532.75
Total Estimated Cost of Additional Wastewater Treatment & Disposal Facilities:		
20	Additional Costs Capitalized - CIP [8]	\$71,213,246
21	Less Receipt of Grant Funds [3]	0
22	Cost of Additional Wastewater Treatment Facilities	\$71,213,246

Table 3-8
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Wastewater System Impact Fee

Line No.	Description	Amount
23	New Plant Capacity - First Increment (MGD) (AADF) [9]	2,500
24	New Plant Capacity - Second Increment (MGD) (AADF) [9]	2,500
25	New Plant Capacity (MGD) (AADF) [9]	5,000
26	Estimated ERUs to be Served by Additional Facilities	22,727
27	Rate per ERU Associated with Additional Facilities	\$3,133.42
28	Additional Borrowing Costs - Expansion [7]	\$12,771,600
29	Estimated Remaining ERUs Permitted to be Served by Future Facilities	11,364
30	Additional Borrowing Costs - Per Future ERU	\$1,123.90
31	Rate per ERC Associated with Future Facilities	\$4,257.32
32	Rate per ERU Allocable to Wastewater Treatment Facilities	\$4,173.84
Primary Transmission System and Pump Stations:		
33	Existing Facilities [10]	\$18,895,209
34	Additional Costs Capitalized - CIP [11]	493,333
35	Less Receipt of Grant Funds [4]	0
36	Total Primary Transmission Facility Costs	\$19,388,543
37	Estimated ERUs Served by Existing Facilities	18,182
38	Estimated Future ERUs served by Collection Facilities [12]	11,364
39	Total Estimated ERUs served by Collection Facilities	29,546
40	Net Rate per ERU of Primary Transmission Facilities	\$656.22
41	Total Combined Rate per ERU After Rate Adjustment	\$4,830.06
42	Rounded Rate per ERU	\$4,830.00
43	Cost Per Gallon	\$21.955

MDF = Maximum Daily Flow

ADF = Average Daily Flow

ERU = Equivalent Residential Unit

GPD = Gallons per Day

Footnotes continued on the following page.

Table 3-8
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Wastewater System Impact Fee

Footnotes:

- [1] Amount based on Table 3-1 and reflects wastewater treatment assets currently in service.
- [2] Amount derived from Table 3-6 and reflects the planned upgrades to the existing wastewater treatment facilities.
- [3] Total cost of facilities is reduced by grants and other outside funding sources, if any, as provided by the City.
- [4] Amount reflects the design capacity of the expanded facilities (up to 8.0 MGD) on an annual average daily flow basis (AADF).
- [5] Amount estimated based on discussions from staff and actual treatment flow data for Fiscal Year 2022.
- [6] Amount reflects the City's current level of service for each ERU, Equivalent Residential Connection, on an average daily flow basis.
- [7] Amount reflects interest costs associated with the issuance of existing debt as derived as follows:

Total Financing Costs - Series 2017 Water and Sewer Bonds	\$2,111,831
Percent Allocable to Wastewater System	53%
Amount Allocable to Wastewater System	<u>\$1,121,805</u>
 Total Financing Costs - Future Debt for 2023 Plant Expansion	 \$12,771,600
Percent Allocable to Wastewater System	100%
Amount Allocable to Wastewater System	<u>\$12,771,600</u>
 Amount Allocable to Wastewater System	 <u><u>\$13,893,405</u></u>

- [8] Amount derived from Table 3-6 and reflects expansion related additions to the wastewater treatment facilities.
- [9] Amount as provided by City staff which reflects the planned expansion capacity expressed on annual average daily flow basis.

Table 3-8
City of Clermont
Water and Wastewater Impact Fee Analysis
Development of Wastewater System Impact Fee

Footnotes:

- [10] Amount based on Table 3-1 and reflects existing wastewater transmission and pump station assets currently in service.
- [11] Amount derived from Table 3-6 and reflects the recognized upgrades to the wastewater transmission system and pump stations.
- [12] Amount assumes transmission capacity is consistent with the existing wastewater treatment capacity and the first increment of additional future capacity or 6.5 MGD (AADF). This was assumed because the CIP did not include significant investment in future transmission infrastructure that would correspond to the full

Table 3-9
City of Clermont
Water and Wastewater Impact Fee Analysis

Proposed Impact Fees for Water and Wastewater Service

Line No.	Description	Water Impact Fees		Wastewater Impact Fees		Total Impact Fees Charged
		Service Level (gpd)	Amount Charged	Service Level (gpd)	Amount Charged	
1	Existing Impact Fee per Gallon		\$6.098		\$21.532	\$27.630
2	Proposed Impact Fee per Gallon		\$5.909		\$21.955	\$27.864
3	Increase (Decrease) - \$		(\$0.189)		\$0.423	\$0.234
4	Increase (Decrease) - %		-3.1%		2.0%	0.8%
<u>Single Family (Except All-Adult Communities)</u>						
5	All Meters [1]	480	\$2,836	220	\$4,830	\$7,666
<u>Qualified All-Adult Community</u>						
6	Up to 3 bedrooms - All Meters [1]	322	\$1,900	147	\$3,236	\$5,136
7	4 or more bedrooms - All Meters [1]	480	\$2,836	220	\$4,830	\$7,666
<u>Multi-family</u>						
8	Per Unit [2]	154	\$910	154	\$3,381	\$4,291
<u>Commercial [2]</u>						
9	3/4" Meter	220	\$1,300	220	\$4,830	\$6,130
10	1" Meter	550	\$3,250	550	\$12,075	\$15,325
11	1.5" Meter	1,100	\$6,500	1,100	\$24,150	\$30,650
12	2" Meter	1,760	\$10,400	1,760	\$38,640	\$49,040
13	3" Meter	3,300	\$19,500	3,300	\$72,450	\$91,950
14	4" Meter	5,500	\$32,500	5,500	\$120,750	\$153,250
15	6" Meter	11,000	\$65,000	11,000	\$241,500	\$306,500
16	8" Meter	17,600	\$104,000	17,600	\$386,400	\$490,400
17	10" Meter	25,300	\$149,500	25,300	\$555,450	\$704,950

Footnotes:

[1] The proposed water fee includes an allowance for irrigation use; therefore, no fee is required when a separate irrigation meter is issued.

[2] Amounts for the water fee do not include an allowance for irrigation use. Based on discussions with City staff, the City generally requires that a well be constructed for common area irrigation. To the extent a separate meter is issued, a second water impact fee should be collected based on the meter size. No additional wastewater impact fee is collected for the 2nd meter used for irrigation purposes.

Table 3-10
City of Clermont
Water and Wastewater Impact Fee Analysis

Comparison of Impact Fees for Water and Wastewater Service [1]

Line		Residential 5/8" x 3/4" Meter		
No.	Description	Water	Wastewater	Combined
City of Clermont				
1	City of Clermont - Existing	\$2,927	\$4,737	\$7,664
2	City of Clermont - Proposed	2,836	4,830	7,666
Other Florida Utilities:				
3	City of Apopka	\$1,276	\$4,775	\$6,051
4	City of Edgewater	1,741	2,634	4,375
5	City of Eustis	854	2,668	3,522
6	Toho Water Authority (Kissimmee System)	2,415	3,450	5,865
7	City of Lakeland	1,050	1,916	2,966
8	City of Lake Mary	1,010	3,610	4,620
9	City of Lake Wales	2,561	3,247	5,809
10	City of Leesburg	1,175	2,778	3,953
11	City of Minneola	2,429	4,600	7,029
12	City of Mount Dora	1,340	4,215	5,555
13	City of Ocoee	2,408	7,143	9,551
14	City of St. Cloud	3,409	3,780	7,189
15	City of Tavares	1,849	3,475	5,324
16	City of Winter Garden	1,086	1,767	2,853
17	City of Winter Haven	1,670	4,197	5,866
18	Other Utilities' Average	\$1,752	\$3,617	\$5,369

Footnotes:

- [1] Unless otherwise noted, amounts shown reflect residential rates in effect March 2023 and are exclusive of taxes or franchise fees, if any, and reflect rates charged for inside the city service. All rates are as reported by the respective utility. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed utility.

SECTION 4 – POLICE SERVICES IMPACT FEE

General

This section provides a discussion of the development and design of the impact fee for police services. Included in this section is a discussion of the level of service requirements, capital costs included in the fee determination, and the design of the impact fee for police services to be applied to new growth within the City.

Level of Service Requirements

In the evaluation of the capital facility needs for providing municipal services such as police protection, a level of service (“LOS”) standard should be developed. Pursuant to Section 163.3164, Florida Statutes, the “level of service” means an indicator of the extent or degrees of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility. Level of service shall indicate the capacity per unit of demand for each public facility or service. Essentially, the level of service standards are established in order to ensure that adequate facility capacity will be provided for future development and for purposes of issuing development orders or permits, pursuant to Section 163.3202(2)(g) of the Florida Statutes. As further stated in the Administrative Code, each local government shall establish a LOS standard for each public facility located within the boundary for which such local government has authority to issue development orders or permits. Such LOS standards are set for each individual facility or facility type and not on a system-wide basis.

Based on information provided by the City’s Police Department, there currently are 9 civilian and administrative positions and 92 patrol officers to serve a total population of 46,655 permanent residents as shown in Table 4-1. The current level of service is 1.97 full-time sworn officers per 1,000 population served. The City has plans to staff 7 additional officers per year through 2027 to improve and enhance the level of service being provided to the community. The future level of service in 2027 will be 2.27 sworn officers per 1,000 population served. As the City has included the costs to hire these additional officers in the Capital Improvements Plan and the operating budget, it is fair to use the LOS of 2.27 in the projection of costs in 2027. The City’s level of service is comparable with police staffing guidelines as published by state and national law enforcement agencies as follows:

- The Federal Bureau of Investigation, U.S. Department of Justice, Uniform Crime Report that indicated an average achieved standard of 2.50 police officers and support personnel per 1,000 inhabitants for population areas in the Southern United States.
- The Florida Department of Law Enforcement recognizes a state average of 2.33 officers per 1,000 population for police departments.

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Existing Police Assets

In the development of the fee, the original costs of the existing assets and any grant funding or contributions towards those assets were considered. The City's existing assets are categorized by major type and are summarized below.

Inventory of City Police Assets [1]			
Description	Actual Costs	Allocation to Existing Units	Allocated Costs
Machinery and Equipment	\$1,499,904	0.0%	\$0
Major Vehicles & Vehicle Related Equipment	3,834,265	100.0%	3,834,265
Other Capital Equipment and Facilities	8,329,308	100.0%	8,329,308
Sub Total	\$13,663,478	89.0%	\$12,163,573
Retirement Adjustments/Grants	\$0	100.0%	\$0
Net Future City Investments in Police Assets	\$13,663,478	89.0%	\$12,163,573

[1] Amounts as provided by City staff and are shown on Appendix 2 and summarized on Table 4-2.

As shown above, of the \$13.7 million in police assets, \$12.2 million is included in the calculation of the impact fee. Additionally, based on information provided by the City, the department has received no grant funding and capital contributions which could offset the capital costs included in the proposed impact fees.

Capital Improvement Requirements

In the development of the proposed fee, the following capital improvement requirements were provided by the City. Along with the City's existing investment in police assets, these capital requirements are anticipated and designed to maintain the department's ability to provide service to the City's buildout population level and fulfill the identified level of service standards. The City's capital requirements are categorized by type of expenditure and are summarized below.

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Projected Future City Investment in Police Department (Capital Plan) [1]			
Description	Total Capital Improvements	Adjustments	Adjusted Total
Replacement Vehicles	\$2,832,000	(\$2,832,000)	\$0
Seven New Marked Police Vehicles for Seven New Patrol Officers	2,492,000	0	2,492,000
Laptops to Equip Seven New Police Officers	74,400	(74,400)	0
Seven Tasers to Equip Seven New Police Officers	67,400	(67,400)	0
Body Camera Systems to Equip Seven New Police Officers	67,800	(67,800)	0
AEDs to Equip Seven New Police Vehicles	65,100	(65,100)	0
Ballistic Shields to Equip Seven New Police Officers	65,500	(65,500)	0
Radios to Equip Seven New Police Officers	195,000	(195,000)	0
BEARCAT Armored Rescue Vehicle	275,000	0	275,000
Unmanned Aerial Vehicles	100,000	(100,000)	0
FARO Crime Scene Mapping Software Program	75,000	(75,000)	0
Mobile Command Vehicle	450,000	0	450,000
Automated License Plate Reader	0	0	0
Public Safety Training Facility Demuck	362,500	0	362,500
Public Safety Training Facility Design	100,000	0	100,000
Public Safety Training Facility Construction	2,000,000	0	2,000,000
Public Safety Training Facility Equipment	200,000	(200,000)	0
Police Sub-Station (Wellness Way)	1,585,000	0	1,585,000
Net Future City Investments in Police Assets	\$11,006,700	(\$3,742,200)	\$7,264,500

[1] Amounts as provided by City staff and are shown on Table 4-3.

As can be seen above, the City anticipates spending \$7.3 million in order to further develop and upgrade the police assets and facilities to provide the desired level of service to the City as it grows through 2027. This amount is net of adjustments associated with replacement related capital projects as shown on Table 4-3.

Design of Police Services Impact Fee

The method used to determine the police services impact fee is a combination of the improvements-driven method and buy-in method as the recoupment of a portion of existing investments availability to serve new growth and the costs associated with adding additional capacity to service the City's future needs are recognized. This method was based upon a four-step process. Table 4-5 helps to illustrate the results of the approach. The following is a brief description of the method used in this study.

- Development of Total Capital Need – Based on population projections, level of service standards, and allocated incremental capital costs per patrol officer. This amount is the total allocated capital cost to serve the projected population growth.
- Allocation of Base Capital Costs to Customer Classes – This step allocates the base capital costs, the reserved service capacity allocable to all customer classes irrespective of call demand. The base costs are calculated on a per person basis and then allocated between residential and non-residential land-uses based on “functional population” estimates.

- Allocation of Variable Costs to Customer Classes – This step allocates the remaining capital costs between the resident and non-residential land-uses based upon call demand. Therefore, some classes of land-use, which may incur few or no service calls, will carry a lower cost than other high-demand sectors such as retail.
- Calculation of Cost per Equivalent Impact Fee Unit – Once the allocated base and variable costs are identified per land-use, they are summarized and presented as a unit of measure basis; per dwelling unit, per 1,000 square feet, per bed, or per room. Table 4-5 provides a detailed listing of the proposed impact fees and their appropriate land-use and measures.

POLICE SERVICES IMPACT FEE ASSUMPTIONS

The development of the police services impact fees required several assumptions. The major assumptions used in the development of the proposed impact fees are as follows:

1. In the development of the capital costs to serve growth, the total existing and projected capital costs of providing police services were developed as described previously based on existing asset records and proposed capital expenditures through 2027. The total existing and projected investment of \$18.0 million was the cost basis used in the development of the fees.
2. In the development of the capital costs, it was assumed that the enhanced level of service be achieved by the City by the end of the forecast period. This level of service includes only the amount of full-time patrol officers to serve the general population of the City. As previously mentioned, the level of service assumed in this study is 2.27 full-time patrol officers per 1,000 of population.
3. The estimated capital base costs or reserved service capacity, allocable to all customer classes were allocated between the residential and non-residential customer classes based on “functional population” estimates. The concept of functional population is incorporated in order to spread capital costs more equitably between residential and non-residential land-uses. Businesses place demands on police services in the same manner as residents do, and it is equitable to spread these costs based on the average number of people expected to be present. For the residential uses, the allocation is calculated per resident based on the average amount of time spent at the residence. The resident’s remaining time is then allocated as either an employee and/or visitor to the remaining non-residential classes as determined using traffic generations, estimated employment data, and operational details. The net result is the total number of person hours per location as derived from Table 2-3 in Section 2. The base costs are calculated on a per person basis and then applied to the residential and non-residential land-uses based upon the respective functional population coefficient.
4. The estimated variable capital cost of providing for a full-time patrol officer was allocated between the residential and non-residential customer classifications based on the estimated percentage of service calls made by the Police Department per class.

IMPACT FEE CALCULATION

Based on the above-referenced assumptions, the allocated capital facilities, and the population and land use projections of the City, the police services impact fees for the residential and non-residential customer classifications were developed. As shown in Table 4-5 at the end of this section, the cost per equivalent impact fee unit by customer classification was determined. The following summarizes the proposed changes to the residential police protection impact fees:

Existing and Proposed Police Impact Fees			
Description	Unit of Measure	Existing	Proposed
Residential	Dwelling Unit	\$526.00	\$580.00
Non-Residential:			
Industrial/Warehousing	1,000 Sq.Ft.	\$85.00	\$28.00
Institutional	1,000 Sq.Ft.	N/A	64.00
Hotel/Motel	Rooms	792.00	1,030.00
Office Buildings	1,000 Sq.Ft.	337.00	262.00
Retail	1,000 Sq.Ft.	1,085.00	789.00
Assisted Living Facility ("ALF")	Bed	460.00	264.00

Taking into account the methodology used for the determination of the fee and the estimates associated with determining the police capital needs of the City, it is concluded that the proposed impact fees are reasonable. It should be noted that in the development of the fee per equivalent impact fee unit, that no credits associated with developer land dedication or other similar activities have been recognized. Also, it should be noted that the proposed incremental capital improvements are stated in Fiscal Year 2023 dollars and do not include any inflationary allowances.

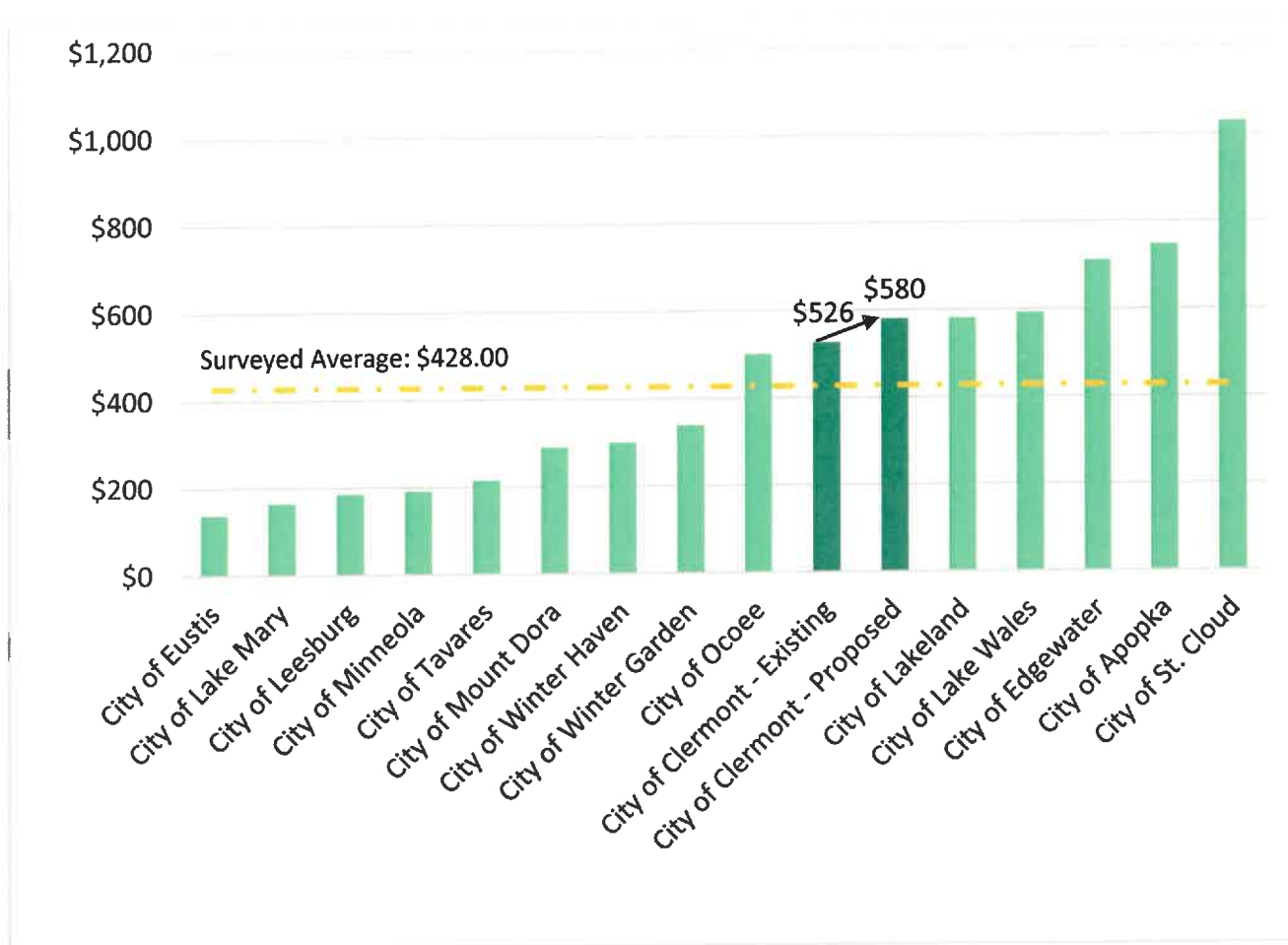
To meet the City's needs in terms of providing the necessary police related capital improvements required by growth, the City should increase the fees to the calculated amount as demonstrated on the tables above. As discussed in the Executive Summary, there are several factors causing an extraordinary circumstance for the City including recent significant capital cost increases associated with inflation in addition to the need for capital improvements based on the significant increase in population growth experienced by the City historical and projected going forwards.

In the development of the cost per equivalent impact fee unit, it was determined that the rate should be applied on a "per dwelling unit" basis for the residential class and primarily on a "per square footage" of commercial development for the non-residential class. As shown in Table 4-5, some non-residential land-uses are measured by units other than square feet. These factors are common throughout the state as the equivalent impact fee unit for fee determination. The use of these equivalency factors was based on existing rate form, discussions with the City, comparisons of fee applicability provisions of neighboring jurisdictions, and promotion of administrative simplicity.

Impact Fee Comparisons

In order to provide the City additional information about the proposed impact fees, a comparison of the proposed fees for the City and those charged by other neighboring jurisdictions was prepared. Both the graph below and Table 4-6 at the end of this section summarizes the impact fees for police services charged by other communities with the proposed rates of the City.

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Section 4
City of Clermont
Police Services Impact Fee Analysis

List of Tables

Table	Description
4-1	Summary of Existing Personnel
4-2	Summary of Existing Capital Equipment, Vehicles, and Facilities
4-3	Summary of Proposed Capital Equipment, Vehicles, and Facilities
4-4	Summary of Capital Costs to Provide Police Protection Services
4-5	Design of Impact Fee
4-6	Police Services Impact Fee Comparison

Table 4-1
City of Clermont
Police Services Impact Fee Analysis

Summary of Existing Personnel

Line No.	Description	Current Staff [1]	Allocation to Future Officers	
			Allocation Basis	Achieved LOS
Personnel				
1	Police Chief	1.0		
2	Captain	3.0		
3	Lieutenant	5.0		
4	Sergeant	11.0		
5	Officer	70.0		
6	SRT K-9	2.0		
7	Total Sworn Officers	92.0	Per 1,000 Population	1.97
8	Police Service Aide II (Quartermaster)	1.0		
9	Crime Scene & Evidence Supervisor	1.0		
10	Crime Intelligence Analyst	1.0		
11	Evidence Custodian/CSI	1.0		
12	Administrative Assisant	1.0		
13	Police Service Aide II (Quartermaster)	1.0		
14	Records Supervisor	1.0		
15	Staff Assistant	2.0		
16	Total Personnel	101.0		

Footnotes:

[1] As shown in the Fiscal Year 2022 Annual Budget.

Table 4-2
City of Clermont
Police Services Impact Fee Analysis

Summary of Existing Capital Equipment, Vehicles and Facilities

Line No.	Description	Actual Costs [1]	Allocation to Existing Units	Allocated Costs
	Machinery & Equipment			
1	General Equipment	\$1,499,904	0.0%	\$0
2	Major Vehicles & Vehicle Related Equipment	3,834,265	100.0%	3,834,265
	Other Capital Equipment and Facilities			
3	Land, Building and Other Major Capital Equipment	8,329,308	100.0%	8,329,308
4	Subtotal Other Capital Equipment and Facilities	<u>\$13,663,478</u>		<u>\$12,163,573</u>
5	Grants Funded / Contributed Assets	\$0	100.0%	\$0
6	Total Adjusted Existing Capital Investment	<u><u>\$13,663,478</u></u>	<u><u>89.0%</u></u>	<u><u>\$12,163,573</u></u>

Footnotes:

[1] Amounts shown based on cost information provided by the City and detailed in Appendix 2.

Table 4-3
City of Clermont
Police Services Impact Fee Analysis

Inventory of Proposed Capital Equipment, Vehicles and Facilities

Line No.	Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 23 - 27 Total	Adjustments	Adjusted Total	New, R&R, or Upgrade
1	Replacement Vehicles	\$232,000	\$520,000	\$520,000	\$520,000	\$520,000	\$520,000	\$2,832,000	(\$2,832,000)	\$0	R&R
2	7 New Marked Police Vehicles For 7 New Patrol Officers	232,000	455,000	455,000	450,000	450,000	450,000	2,492,000	0	2,492,000	New
3	Laptops To Equip 7 New Police Officers	4,400	14,000	14,000	14,000	14,000	14,000	74,400	(74,400)	0	Exclude
4	7 Tasers To Equip 7 New Police Officers	4,400	12,600	12,600	12,600	12,600	12,600	67,400	(67,400)	0	Exclude
5	Body Camera Systems To Equip 7 New Police Officers	4,800	12,600	12,600	12,600	12,600	12,600	67,800	(67,800)	0	Exclude
6	AEDs To Equip 7 New Police Vehicles	5,600	11,900	11,900	11,900	11,900	11,900	65,100	(65,100)	0	Exclude
7	Ballistic Shields To Equip 7 New Police Officers	6,000	11,900	11,900	11,900	11,900	11,900	65,500	(65,500)	0	Exclude
8	Radios To Equip 7 New Police Officers	20,000	35,000	35,000	35,000	35,000	35,000	195,000	(195,000)	0	Exclude
9	BEARCAT Armored Rescue Vehicle	275,000	0	0	0	0	0	275,000	0	275,000	New
10	Unmanned Aerial Vehicles	100,000	0	0	0	0	0	100,000	(100,000)	0	Exclude
11	FARO Crime Scene Mapping Software Program	75,000	0	0	0	0	0	75,000	(75,000)	0	Exclude
12	Mobile Command Vehicle	0	0	450,000	0	0	0	450,000	0	450,000	New
13	Automated License Plate Reader	0	0	0	0	0	0	0	0	0	Exclude
14	Public Safety Training Facility Demuck	0	362,500	0	0	0	0	362,500	0	362,500	New
15	Public Safety Training Facility Design	0	0	100,000	0	0	0	100,000	0	100,000	New
16	Public Safety Training Facility Construction	0	0	0	2,000,000	0	0	2,000,000	0	2,000,000	New
17	Public Safety Training Facility Equipment	0	0	0	200,000	0	0	200,000	(200,000)	0	Exclude
18	Police Sub-Station (Wellness Way)	0	0	810,000	775,000	0	0	1,585,000	0	1,585,000	New
19	Total Proposed Capital Equipment, Vehicles and Facilities	\$959,200	\$1,435,500	\$2,433,000	\$4,043,000	\$1,068,000	\$1,068,000	\$11,006,700	(\$3,742,200)	\$7,264,500	

Footnotes:

[1] Amounts shown based on Capital Improvement Plan (CIP) and other documents provided by the City.

**Table 4-4
City of Clermont
Police Services Impact Fee Analysis**

Summary of Capital Costs to Provide Police Protection Services

Line No.	Description	Total Existing & Planned Costs [1]	Amount of Officers Served [2]	Average Cost Per Officer	Total Officer Requirements [3]	Total Projected Investment
<u>Recoupment Costs [4]</u>						
1	Machinery & Equipment	\$0	106	\$0	127	\$0
2	Major Vehicles	3,834,265	106	36,172	127	4,593,884
3	Facilities & Other Capital Equipment [5]	8,329,308	155	53,737	127	6,824,659
4	Total Recoupment Costs	<u>\$12,163,573</u>		<u>\$89,910</u>		<u>\$11,418,543</u>
<u>Proposed Capital Additions [6]</u>						
5	Major Vehicles	\$3,217,000	127	\$25,331	127	\$3,217,000
6	Future Facilities	4,047,500	155	26,113	127	3,316,339
7	Total Proposed Costs	<u>\$7,264,500</u>		<u>\$51,444</u>		<u>\$6,533,339</u>
<u>Additional Cost or Adjustments [7]</u>						
8	Borrowing Costs	\$0	106	\$0	127	\$0
9	Less Historical Capital Grants Received for Equipment	0	106	0	127	0
10	Less Proposed Future Capital Grants	0	106	0	127	0
11	Total Additional Costs or Adjustments	<u>\$0</u>		<u>\$0</u>		<u>\$0</u>
12	Total Allocated Costs	<u><u>\$19,428,073</u></u>		<u><u>\$141,353</u></u>		<u><u>\$17,951,881</u></u>

Footnotes:

[1] Amounts based on information provided on Table 4-2 and Table 4-3.

[2] Existing vehicles assumed to serve the current required number of officers of 106 as calculated below. Proposed vehicles are assumed to serve the future required number of officers of 127 as calculated below. For the purposes of allocating facility costs, both existing and future facilities estimated to serve 155 officers.

[3] Future Patrol Officer Requirements based on level of Service Standards adopted by the City.
Future Patrol Officer needs are calculated as follows:

Projected Population at 2027	55,918
Targeted LOS per 1,000 population	<u>2.27</u>
Total Patrol Officers Required in 2027	127
 Total Patrol Officers Required based on LOS	 <u>106</u>
Total Additional Officers Required to Serve Growth	21

[4] Amounts derived from Table 4-2.

[5] Amounts reflect existing and future facilities estimated to serve 155 officers.

[6] Amounts derived from Table 4-3.

[7] Amounts reflect credit for historical grants received for equipment needs. No future grants currently anticipated by staff.

Table 4-5
City of Clermont
Police Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
1	Residential	Dwelling Unit	0.628226	2.92	\$211.89	\$388.62	\$191.20	\$580.00	\$526.00	\$54.00
	Non-Residential									
2	Industrial/Warehousing	1,000 Sq Ft	0.087542	N/A	\$211.89	\$18.55	\$9.56	\$28.00	\$85.00	(\$57.00)
3	Institutional	1,000 Sq Ft	0.200298	N/A	211.89	42.44	21.86	64.00	N/A	N/A
4	Hotel/Motel	Rooms	3.207758	N/A	211.89	679.69	350.13	1,030.00	792.00	238.00
5	Office Buildings	1,000 Sq Ft	0.816132	N/A	211.89	172.93	89.08	262.00	337.00	(75.00)
6	Retail	1,000 Sq Ft	2.456451	N/A	211.89	520.50	268.12	789.00	1,085.00	(296.00)
7	Assisted Living Facility (ALF)	Bed	0.823750	N/A	211.89	174.54	89.91	264.00	460.00	(196.00)

8 Should none of the above land uses adequately define a proposed non-residential development as determined by the City Manager, at the Manager's discretion the following average charge per non-residential development is considered appropriate:

	<u>Non-residential</u>	
9	Total Cost per Person [Base] [1]	\$211.89
10	Percent Allocable to Resident	60.00%
11	Amount Allocable to the Resident	<u>\$127.13</u>
12	Amount Allocable to Non-residential	\$84.76
13	Plus Cost per Person [Variable] [2]	<u>109.15</u>
14	Amount Allocable to Non-residential	<u><u>\$193.91</u></u>
15	Square Feet of Non-residential Development per Person	250.00
16	Persons per 1,000 Square Feet	<u>4.00</u>
17	Average Cost per 1,000 Square Feet of Non-residential Development	<u><u>\$775.64</u></u>

Footnotes

[1] Base Capacity estimated as follows:

Existing Population	46,655
Existing LOS per 1,000 population	<u>2.27</u>
Total Patrol Officers Required - LOS	106
Minimum Service Level per 1,000 population	1.50
Total Minimum Officers	70
Percent Base Capacity - LOS	66%

Line No.	Land Use	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
		Total Base capacity estimated as follows:								
		Total Estimated Capital Costs - Investment in Police Services	\$17,951,881							
		Percent Base Capacity	66%							
		Total Estimated Base Capacity Costs	<u>\$11,848,242</u>							
		Total in Population 2027	55,918							
		Total Cost per Person	<u>\$211.89</u>							
[2]		Variable Cost per Unit estimated as follows:								
		Total Estimated Capital Costs - Investment in Police Services	\$17,951,881							
		Less Amount allocated to Base Capacity	<u>11,848,242</u>							
		Total Variable Cost	\$6,103,639							
		Percent Residential (Historical Calls)	60%							
		Total Residential Costs	<u>\$3,662,184</u>							
		Total Non-residential Costs	<u>\$2,441,455</u>							
		Residential Variable Allocation		Costs per Class	Estimated Units 2027	Variable Cost per Unit				
		Residential	Assumed Calls 100.00%	\$3,662,184	19,153	\$191.20				
		Non-residential Variable Allocation								
		Total Estimated Capital Costs - Investment in Police Services				\$2,441,455				
		Total Functional (Non-residential) Population 2027				22,367				
		Total Cost per Person [*]				<u>\$109.15</u>				

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Table 4-6
City of Clermont
Police Services Impact Fee Analysis

Police Services Impact Fee Comparison [1]

Line No.	Description	Single Family
City of Clermont		
1	City of Clermont - Existing	\$526.00
2	City of Clermont - Proposed	580.00
<u>Other Florida Government Agencies:</u>		
3	City of Apopka	\$747.00
4	City of Edgewater	711.56
5	City of Eustis	137.98
6	Toho Water Authority (Kissimmee System)	N/A
7	City of Lakeland	580.00
8	City of Lake Mary	165.00
9	City of Lake Wales	592.55
10	City of Leesburg	186.00
11	City of Minneola	191.40
12	City of Mount Dora	289.89
13	City of Ocoee	501.04
14	City of St. Cloud	1,029.00
15	City of Tavares	215.37
16	City of Winter Garden	339.00
17	City of Winter Haven	300.97
18	Other Florida Governmental Agencies' Average	\$427.63

Footnotes:

- [1] Unless otherwise noted, amounts shown reflect impact fees in effect March 2023. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed municipality.

SECTION 5 – FIRE SERVICES IMPACT FEE

General

This section provides a discussion of the development and design of the impact fee for fire services. Included in this section is a discussion of the level of service requirements and capital costs included as the basis for the determination of the fee level and the design of the fee to be applied to new growth within the City.

Level of Service Requirements

There is currently no formally adopted level of service for the City's fire protection services; however, it is the City's intent to maintain staffing levels that provide services to all developed areas in order to be able to respond to service calls within a specified time period to maintain the City's Insurance Services Office ("ISO") property insurance rating of Class 1 in the community. ISO ratings are a measure a fire departments ability to provide service to the community and are based on a survey across key areas including water supply, personnel, communication systems, etc. A score of one (1) is the highest a department can achieve while 10 is the lowest. The City's rating of Class 1 means most residences and businesses are within five (5) miles of a fire station and 1,000 feet of a hydrant in addition to other service and facility related requirements. Regarding response times it is necessary to reach property and residents of the City within a response time standard to maximize the effectiveness of fire suppression activities and/or emergency medical care. The City currently has a target of approximately 90% of calls being responded to within eight (8) minutes and 50 seconds or less. In discussions with City staff, it was determined that to continue to meet these standards, the City would have to build two more fire stations by 2040.

Presently, the City has plans to increase staffing to 132 full-time primary personnel by 2040 with the addition of Stations 5 and 6 as shown on Table 5-1 and below.

Summary of Existing and Planned Personnel				
Primary Personnel	Current Personnel	Station 5 Personnel	Station 6 Personnel	Total Planned Personnel
Fire Chief	1.0	0.0	0.0	1.0
Assistant Chief	2.0	0.0	0.0	2.0
Captain	2.0	0.0	0.0	2.0
Inspector	3.0	0.0	0.0	3.0
Administrative Assistant	1.0	0.0	0.0	1.0
Office Manager	1.0	0.0	0.0	1.0
Battalion Chief (Primary)	3.0	3.0	3.0	6.0
Lieutenant (Primary)	21.0	6.0	6.0	27.0
Firefighter (Primary)	39.0	9.0	9.0	48.0
Engineer (Primary)	21.0	6.0	6.0	27.0
Total Personnel	94.0	24.0	24.0	142.0

Based on the primary personnel listed above, the level of service in terms of the number of direct fire personnel per 1,000 residents is about 1.80 in 2040.

Existing Investment in Department

In the development of the fee, the original costs of the existing assets and any grant funding or contributions towards those assets were considered. The City's existing assets are categorized by major type and are summarized below. Since eligible impact fee costs under the Florida Impact Fee Act are limited to major capital items, certain costs are excluded from the impact fee analysis including items such as uniforms, radios, and other equipment items that do not have a minimum five- (5) year life.

Inventory of City Fire Assets [1]			
Description	Estimated Costs	Allocation to Existing Units	Allocated Costs
Machinery and Equipment	\$2,459,895	0.0%	\$0
Major Vehicles & Vehicle Related Equipment	5,307,237	100.0%	5,307,237
Other Capital Equipment and Facilities	6,338,386	100.0%	6,338,386
Sub Total	\$14,105,519	82.6%	\$11,645,623
Retirement Adjustments/Grants	\$0	100.0%	\$0
Net Future City Investments in Fire Assets	\$14,105,519	82.6%	\$11,645,623

[1] Amounts as provided by City staff and are shown on Appendix 3 and summarized on Table 5-2.

As shown above, of the \$14.1 million in fire department assets, \$11.6 of major assets are included in the calculation of the impact fee. Additionally, based on information provided by the City, the department has received no grant funding and capital contributions which could offset the capital costs included in the proposed impact fees.

Planned Future Investment in Department

In the development of the proposed fee, the following capital improvement requirements were provided by the City. Along with the City's existing investment in fire rescue assets, these capital requirements are anticipated and designed to maintain the department's ability to provide service to the City's existing and future population levels and fulfill the identified level of service standards. The City's major capital requirements included in the impact fee calculation are summarized below.

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Projected Future City Investment in Fire Department (Capital Plan) [1]			
Description	Total Capital Improvements	Adjustments	Adjusted Total
Tablet, Wi-Fi Capable for Trench Rescue Efforts	\$3,000	(\$3,000)	\$0
Confined Space Hydraulic Cutter for Trench Rescue Efforts	3,918	(3,918)	0
Replacement Hydraulic Ram – Heavy Rescue 1/Tower 103 for Trench Rescue Efforts	4,083	(4,083)	0
Administration Copier/Printer/Scanner/Fax	5,583	(5,583)	0
Strut Driver Retrofit Kits for Heavy Rescue for Trench Rescue Efforts	6,600	(6,600)	0
Paratech Interstate Kit with Bipod for Trench Rescue Efforts	24,525	(24,525)	0
Trailer for Trench Rescue Efforts	30,000	(30,000)	0
Combustible Gas Leak Detector for Trench Rescue Efforts	2,200	(2,200)	0
3/4" - 2" Gas Squeeze Off Tool for Trench Rescue Efforts	5,400	(5,400)	0
Hypoxia Hemoglobin Sensor for Trench Rescue Efforts	6,000	(6,000)	0
Replace Gas Air Monitors for Trench Rescue Efforts	6,000	(6,000)	0
2" - 6" Gas Squeeze Off Tool for Trench Rescue Efforts	7,272	(7,272)	0
Zumro Shelter 860 Inflatable	65,000	(65,000)	0
Emergency Generator Fire Station 1/Admin	271,020	(271,020)	0
Bunker Gear (Includes 5% per Year Increase)	47,115	(47,115)	0
Bunker Gear (Includes 5% per Year Increase)	450,891	(450,891)	0
Replace Fire Inspector Vehicle	150,000	(150,000)	0
Replace Engine 101	629,954	(393,044)	236,910
Battalion 101	60,000	0	60,000
Ruggedized Laptop for the New Vehicle for Three Firefighter Floaters Reclassed to Shift Captain	6,000	(6,000)	0
Replacement of One High Pressure Lift Bag Kit Heavy Rescue	22,315	(22,315)	0
25 Replacement Sets of Bunker Gear (50 Capital Items)	81,250	(81,250)	0
50 Balance Due for SCBA & Accessories Approved by City Council 3/9/2021	121,781	(121,781)	0
Air Fill Station	88,000	(88,000)	0
Engine 101 Equipment – New Program that Adds Capacity During Emergencies	65,000	(65,000)	0
Replace Ladder 102	1,300,000	(466,023)	833,977
Demolish and Construction of Station 102	11,300,000	(1,017,436)	10,282,564
Diesel Filters (9)	84,550	(84,550)	0
Demolish and Construction of Old Fleet Facility	875,000	(875,000)	0
De-Muck 12th Street Training Site	725,000	0	725,000
Public Safety Training Facility Design	350,000	0	350,000
Public Safety Fire Training Facility (Tower, Burn Building etc.) Construction	1,500,000	0	1,500,000
Public Safety Training Facility Equipment	125,000	(125,000)	0

Table continued on following page.

Projected Future City Investment in Fire Department (Capital Plan) [1] (cont'd.)			
Description	Total Capital Improvements	Adjustments	Adjusted Total
Fire Station 105 Design	450,000	0	450,000
Fire Station 105 Construction	15,000,000	0	15,000,000
Fire Engine 105 Equipment	250,000	(250,000)	0
Fire Engine 105	750,000	0	750,000
Replacement Engine 103	800,000	(262,450)	537,550
Replacement Vehicle for Existing Fire Inspector Position	105,000	(105,000)	0
Fire Station 6 Land	1,000,000	0	1,000,000
Reserve Ladder 102 Equipment – New Program that Adds Capacity During Emergencies	50,000	(50,000)	0
SCBAs for Reserve Engine 101 and Reserve Ladder 102 – New Program	101,250	(101,250)	0
Renovations for Fire Stations 1, 3, and 4	1,000,000	(1,000,000)	0
Vehicles for Administrative Captains	130,000	0	130,000
Fire Station 105 Medcart	80,000	(80,000)	0
Fire Station 105 Medcart Equipment	75,000	(75,000)	0
Extrication Equipment for Engine 103 – Has Never Had This Equipment	771,200	(771,200)	0
Fire Engine 105 Medical Equipment	60,000	(60,000)	0
Video Laryngoscopes (6)	17,250	(17,250)	0
Toughbooks for Dispatching Information	32,750	(32,750)	0
Emergency Generator Fire Station 3	110,250	(110,250)	0
Advanced Life Support Monitors/Defibrillators	326,950	(326,950)	0
Fire Station 106 Design	450,000	0	450,000
Fire Station 106 Construction	15,000,000	0	15,000,000
Fire Engine 106 Equipment	250,000	0	250,000
Fire Engine 106	750,000	0	750,000
Net Future City Investments in Police Assets	\$55,982,107	(\$7,676,107)	\$48,306,000

[1] Amounts as provided by City staff and are shown on Table 5-3.

As can be seen above, the City anticipates spending \$48.3 million in impact fee eligible projects in order to further develop the fire rescue facilities to provide the desired level of service to the City as it grows through 2040.

Design of Fire Rescue Services Impact Fee

The method used to determine the fire rescue services impact fee is a combination of the improvements-driven method and buy-in method as the recoupment of a portion of existing investments available to serve new growth and the costs associated with adding additional capacity to service the City's future needs are recognized. This method was based upon a three- (3) step process. Table 5-5 helps to illustrate the results of the approach. The following is a brief description of the method used in this study.

- Development of Total Capital Need – Based on discussions with the City and the Fire Department and the level of service requirements related to the maintenance of first response time, the incremental facilities, and related costs to serve the population through the forecast period reflected in the analysis was developed.
- Allocation of Base Capital Costs to Customer Classes – This step allocates the base capital costs, the reserved service capacity allocable to all customer classes irrespective of call demand. The base costs are calculated on a per person basis and then allocated between residential and non-residential land-uses based on “functional population” estimates.
- Allocation of Variable Costs to Customer Classes – This step allocates the remaining capital costs to provide fire / EMS services between the residential and non-residential land-uses based upon call demand. Therefore, some classes of land-use, which may incur few or no service calls, will carry a lower cost than other high-demand sectors such as retail.
- Calculation of Cost per Equivalent Impact Fee Unit – Once the allocated base and variable costs are identified per land-use, they are summarized and presented as a unit of measure basis; per dwelling unit, per 1,000 square feet, per bed, or per room. Table 5-5 provides a detailed listing of the proposed impact fees and their appropriate land-use and measures.

FIRE RESCUE SERVICES IMPACT FEE ASSUMPTIONS

The development of the fire services impact fees required several assumptions. The major assumptions used in the development of the proposed impact fees are as follows:

1. In the development of the capital costs to serve growth, the total existing and projected capital costs of providing fire services were developed as described previously based on existing asset records and proposed capital expenditures through 2040. The total existing and projected investment of \$60.0 million was the cost basis used in the development of the fees.
2. The estimated capital base costs or reserved service capacity, allocable to all customer classes were allocated between the residential and non-residential customer classes based on “functional population” estimates. The concept of functional population is incorporated in order to spread capital costs more equitably between residential and non-residential land-uses. Businesses place demands on fire / rescue services in the same manner as residents do, and it is equitable to spread these costs based on the average number of people expected to be present. For the residential uses, the allocation is calculated per resident based on the average amount of time spent at the residence. The resident’s remaining time is then allocated as either an employee and/or visitor to the remaining non-residential classes is determined using traffic generations, estimated employment data, and operational details. The net result is the total number of person hours per location as derived from Table 2-3 in Section 2. The base costs are calculated on a per person basis and then applied to the residential and non-residential land-uses based upon the respective functional population coefficient.
3. The estimated variable cost of providing fire rescue services was allocated between the residential and non-residential customer classifications based on the estimated number of service calls made by the Fire Department per land-use for 2020 and 2021.

IMPACT FEE CALCULATION

Based on the above-referenced assumptions, the allocated capital facilities considered necessary to maintain the level of service requirements, and the residential units and land use projections of the City, the fire services impact fees for the residential and non-residential customer classifications were estimated. As shown in Table 5-5 at the end of this section, the cost per equivalent impact fee unit by customer classification was calculated. The following summarizes the proposed fire impact fees:

Existing and Proposed Fire Impact Fees			
Description	Unit of Measure	Existing	Proposed
Residential	Dwelling Unit	\$637.00	\$1,370.00
Non-Residential:			
Industrial/Warehousing	1,000 Sq.Ft.	\$131.00	\$82.00
Institutional	1,000 Sq.Ft.	N/A	187.00
Hotel/Motel	Rooms	1,197.00	3,000.00
Office Buildings	1,000 Sq.Ft.	509.00	763.00
Retail	1,000 Sq.Ft.	1,640.00	2,298.00
Assisted Living Facility ("ALF")	Bed	694.00	771.00

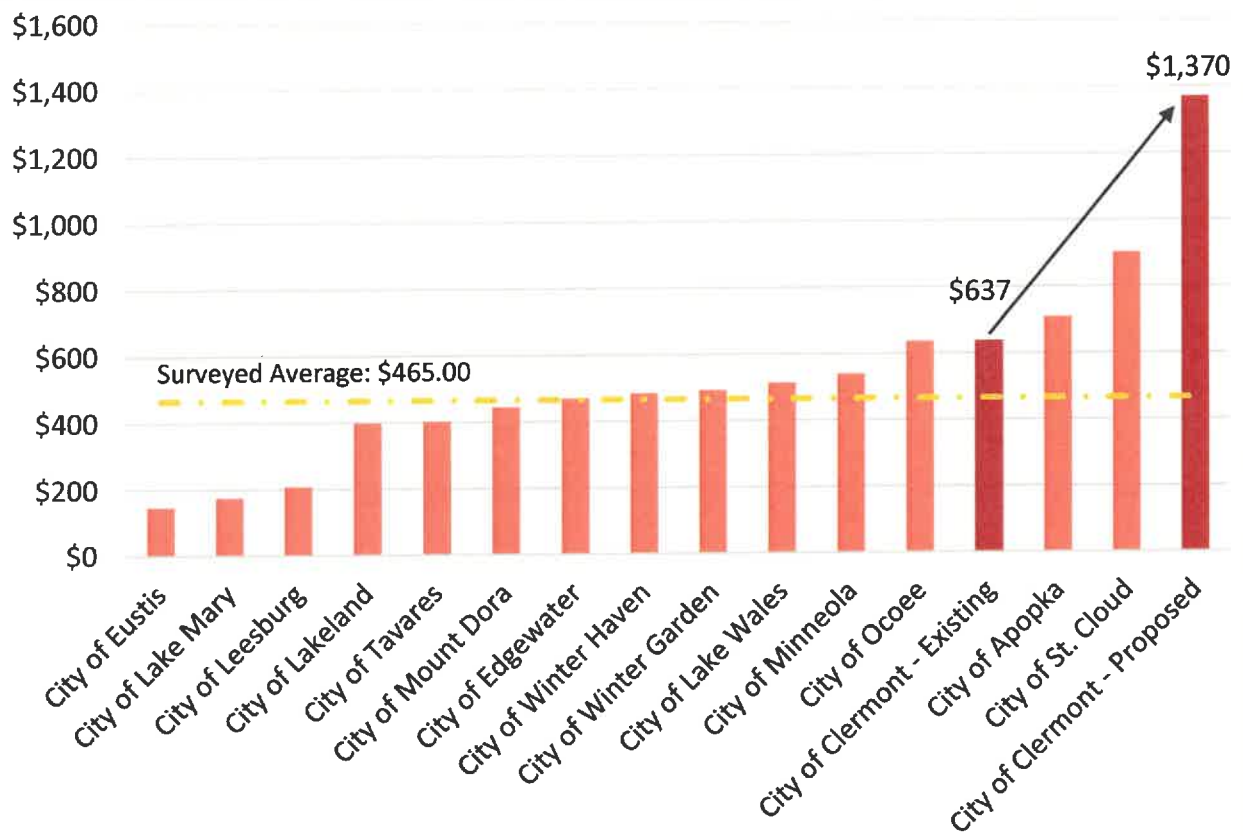
Taking into account the methodology used for the determination of the fee and the estimates associated with determining the fire rescue capital needs of the City, it is concluded that the proposed impact fee utilizing the City's LOS standard are reasonable. It should be noted that in the development of the fee per equivalent impact fee unit, that no credits associated with developer land dedication or other similar activities have been recognized. Also, it should be noted that the proposed incremental capital improvements are stated in Fiscal Year 2022 dollars and do not include any inflationary allowances.

To meet the City's needs in terms of providing the necessary fire related capital improvements required by growth, the City should increase the fees to the calculated amount as demonstrated on the tables above. As discussed in the Executive Summary, there are several factors causing an extraordinary circumstance for the City including recent significant capital cost increases associated with inflation in addition to the need for capital improvements based on the significant increase in population growth experienced by the City historically and projected going forward.

In the development of the cost per equivalent impact fee unit, it was determined that the rate should be applied on a "per dwelling unit" basis for the residential class and primarily on a "per square footage" of commercial development for the non-residential class. As shown in Table 5-5, some non-residential land-uses are measured by units other than square feet. These factors are common throughout the state as the equivalent impact fee unit for fee determination. The use of these equivalency factors was based on discussions with the City, comparisons of fee applicability provisions of neighboring jurisdictions, and promotion of administrative simplicity.

Impact Fee Comparisons

In order to provide the City additional information about the proposed impact fees, a comparison of the proposed fees for the City and those charged by other neighboring jurisdictions was prepared. Both the graph below and Table 5-6 at the end of this section summarizes the impact fees for fire services charged by other communities with the proposed rates of the City.



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Section 5
City of Clermont
Fire Rescue Services Impact Fee Analysis

List of Tables

Table	Description
5-1	Summary of Existing Personnel
5-2	Summary of Existing Capital Equipment, Vehicles, and Facil
5-3	Summary of Proposed Capital Equipment, Vehicles, and Faci
5-4	Summary of Capital Costs to Provide Fire Rescue Services
5-5	Design of Fire Impact Fee
5-6	Fire Rescue Services Impact Fee Comparison

Table 5-1
City of Clermont
Fire Rescue Services Impact Fee Analysis

Summary of Existing Personnel

Line No.		Existing Personnel [1]	Current Needs [2]	Staffing Station 5 [3]	Staffing Station 6 [4]	Total Staffing
Personnel						
1	Fire Chief	1.0	0.0	0.0	0.0	1.0
2	Assistant Chief	2.0	0.0	0.0	0.0	2.0
3	Captain	2.0	0.0	0.0	0.0	2.0
4	Inspector	3.0	0.0	0.0	0.0	3.0
5	Administrative Assistant	1.0	0.0	0.0	0.0	1.0
6	Office Manager	1.0	0.0	0.0	0.0	1.0
7	Battalion Chief	3.0	0.0	3.0	3.0	9.0
8	Lieutenant	21.0	0.0	6.0	6.0	33.0
9	Firefighter	30.0	9.0	9.0	9.0	57.0
10	Engineer	21.0	0.0	6.0	6.0	33.0
11	Total Personnel	85.0	9.0	24.0	24.0	142.0
Support						
12	Fire Marshal	1.0	0.0	0.0	0.0	1.0
13	Fire Plans Reviewer	1.0	0.0	0.0	0.0	1.0
14	Fire & Life Safety Educator	1.0	0.0	0.0	0.0	1.0
15	Logistics/Professional Standards Officer	1.0	0.0	0.0	0.0	1.0
16	Department Chaplain - Volunteer	1.0	0.0	0.0	0.0	1.0
17	Total Support	5.0	-	-	-	5.0
18	Total Personnel & Support	90.0	9.0	24.0	24.0	147.0
<u>Level of Service</u>						
19	Firefighter/Rescue Division	75.0	9.0	24.0	24.0	132.0

Footnotes:

- [1] As shown in the Fiscal Year 2022 Annual Budget.
- [2] In addition to existing personnel, the City has applied for a FEMA SAFER Grant to bring on an additional nine (9) firefighters to increase apparatus staffing levels up to four firefighters per apparatus.
- [3] Twenty four (24) Firefighters required for Station 5 as provided by the City.
- [4] Twenty four (24) Firefighters required for Station 6 as provided by the City.

Table 5-2
City of Clermont
Fire Rescue Services Impact Fee Analysis

Summary of Existing Capital Equipment, Vehicles, and Facilities

Line	Description	Estimated Costs [1]	Allocation to Existing Units	Allocated Costs
	Machinery & Equipment			
1	General Equipment	\$2,459,895	0.0%	\$0
2	Major Vehicles & Vehicle Related Equipment	5,307,237	100.0%	5,307,237
	Other Capital Equipment and Facilities			
3	Land, Building and Other Major Capital Equipment	6,338,386	100.0%	6,338,386
4	Subtotal Other Capital Equipment and Facilities	<u>\$14,105,519</u>	<u>82.6%</u>	<u>\$11,645,623</u>
5	Grants Funded / Contributed Assets	\$0	100.0%	\$0
6	Total Adjusted Existing Capital Investment	<u><u>\$14,105,519</u></u>	<u><u>82.6%</u></u>	<u><u>\$11,645,623</u></u>

Footnotes:

- [1] Amounts shown based on cost information provided by the City and detailed in Appendix 3.
[2] Based on existing number of firefighters as shown on Table 5-1.

Table 5-3
City of Clermont
Fire Rescue Services Impact Fee Analysis

Summary of Proposed Capital Equipment, Vehicles, and Facilities III

Line No.	Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 22 - 27 Total	Adjustments	Adjusted Total	New, R&R, or Upgrade
1	Tablet, Wifi Capable For Trench Rescue Efforts	\$3,000	\$0	\$0	\$0	\$0	\$0	\$3,000	(\$3,000)	\$0	Excluded
2	Confined Space Hydraulic Cutter For Trench Rescue Efforts	3,918	0	0	0	0	0	3,918	(3,918)	0	Excluded
3	Replacement Hydraulic Ram - Heavy Rescue 1/Tower 103 For Trench Rescue Efforts	4,083	0	0	0	0	0	4,083	(4,083)	0	Excluded
4	Administration Copies/Printer/Scanner/Fax	5,583	0	0	0	0	0	5,583	(5,583)	0	Excluded
5	Strut Driver Retrofit Kits For Heavy Rescue For Trench Rescue Efforts	6,600	0	0	0	0	0	6,600	(6,600)	0	Excluded
6	Paratech Interstate Kin With Bipod For Trench Rescue Efforts	24,525	0	0	0	0	0	24,525	(24,525)	0	Excluded
7	Trailer For Trench Rescue Efforts	30,000	0	0	0	0	0	30,000	(30,000)	0	Excluded
8	Combustible Gas Leak Detector For Trench Rescue Efforts	2,200	0	0	0	0	0	2,200	(2,200)	0	Excluded
9	3/4" - 2" Gas Squeeze Off Tool For Trench Rescue Efforts	5,400	0	0	0	0	0	5,400	(5,400)	0	Excluded
10	Hypoxia Hemoglobin Sensor For Trench Rescue Efforts	6,000	0	0	0	0	0	6,000	(6,000)	0	Excluded
11	Replace Gas Air Monitors For Trench Rescue Efforts	6,000	0	0	0	0	0	6,000	(6,000)	0	Excluded
12	2" - 6" Gas Squeeze Off Tool For Trench Rescue Efforts	7,272	0	0	0	0	0	7,272	(7,272)	0	Excluded
13	Zumro Shelter 860 Inflatable	0	0	65,000	0	0	0	65,000	(65,000)	0	Excluded
14	Emergency Generator Fire Station 1/Admin	0	271,020	0	0	0	0	271,020	(271,020)	0	Excluded
15	Bunker Gear (Includes 5% Per Year Increase)	0	0	0	47,115	0	0	47,115	(47,115)	0	Excluded
16	Bunker Gear (Includes 5% Per Year Increase)	0	81,600	85,680	89,964	94,462	99,185	450,891	(450,891)	0	Excluded
17	Replace Fire Inspector Vehicle	0	35,000	35,000	0	40,000	40,000	150,000	(150,000)	0	Excluded
18	Replace Engine 101	0	629,954	0	0	0	0	629,954	(393,044)	236,910	R&R
19	Battalion 101	60,000	0	0	0	0	0	60,000	0	60,000	New
20	Ruggedized Laptop For The New Vehicle For 3 Firefighter Floaters Reclassed To Shift Captain	0	0	6,000	0	0	0	6,000	(6,000)	0	Excluded
21	Replacement Of (1) High Pressure Lift Bag Kit Heavy Rescue	22,315	0	0	0	0	0	22,315	(22,315)	0	R&R
22	(25) Replacement Sets Of Bunker Gear (50 Capital Items)	81,250	0	0	0	0	0	81,250	(81,250)	0	R&R
23	(50) Balance Dur For SCBA & Accessories Approved By City Council 3/9/21	121,781	0	0	0	0	0	121,781	(121,781)	0	R&R
24	Air Fill Station	88,000	0	0	0	0	0	88,000	(88,000)	0	Excluded
25	Engine 101 Equipment - New program that adds capacity during emergencies	0	65,000	0	0	0	0	65,000	(65,000)	0	Excluded
26	Replace Ladder 102	0	0	1,300,000	0	0	0	1,300,000	(466,023)	833,977	R&R
27	Demolish And Construction Of Station 102	0	11,300,000	0	0	0	0	11,300,000	(1,017,436)	10,282,564	Upgrade
28	Diesel Filters (5)	0	84,550	0	0	0	0	84,550	(84,550)	0	Excluded
29	Demolish And Construction Of Old Fleet Facility	0	0	0	875,000	0	0	875,000	(875,000)	0	Excluded
30	De-Muck 12Th Street Training Site	0	0	725,000	0	0	0	725,000	0	725,000	New
31	Public Safety Training Facility Design	0	0	0	350,000	0	0	350,000	0	350,000	New
32	Public Safety Fire Training Facility (Tower, Burn Building Etc.) Construction	0	0	0	0	750,000	750,000	1,500,000	0	1,500,000	New
33	Public Safety Training Facility Equipment	0	0	0	0	125,000	0	125,000	(125,000)	0	Excluded
34	Fire Station 105 Design	0	0	450,000	0	0	0	450,000	0	450,000	New
35	Fire Station 105 Construction	0	0	0	15,000,000	0	0	15,000,000	0	15,000,000	New
36	Fire Engine 105 Equipment	0	0	0	250,000	0	0	250,000	(250,000)	0	New
37	Fire Engine 105	0	0	0	750,000	0	0	750,000	0	750,000	New
38	Replacement Engine 103	0	0	0	0	800,000	0	800,000	(262,450)	537,550	R&R
39	Replacement Vehicle For Existing Fire Inspector Position	0	35,000	0	70,000	0	0	105,000	(105,000)	0	R&R
40	Fire Station 6 Land	0	0	0	0	0	1,000,000	1,000,000	0	1,000,000	New
41	Reserve Ladder 102 Equipment - New program that adds capacity during emergencies	0	50,000	0	0	0	0	50,000	(50,000)	0	Excluded
42	SCBAs for Reserve Engine 101 and Reserve Ladder 102 - New Program	0	101,250	0	0	0	0	101,250	(101,250)	0	Excluded
43	Renovations for Fire Stations 1, 3, and 4	0	1,000,000	0	0	0	0	1,000,000	(1,000,000)	0	R&R
44	Vehicles for Administrative Captains	0	0	130,000	0	0	0	130,000	0	130,000	New
45	Fire Station 105 Modest	0	0	0	80,000	0	0	80,000	(80,000)	0	Excluded
46	Fire Station 105 Modest Equipment	0	0	0	75,000	0	0	75,000	(75,000)	0	Excluded
47	Extraction equipment for Engine 103 - Has never had this equipment	0	21,200	0	750,000	0	0	771,200	(771,200)	0	Excluded
48	Fire Engine 105 Medical Equipment	0	0	0	60,000	0	0	60,000	(60,000)	0	Excluded
49	Video Laryngoscopes (6)	0	17,250	0	0	0	0	17,250	(17,250)	0	Excluded
50	Toughbooks for Dispatching Information	0	32,750	0	0	0	0	32,750	(32,750)	0	Excluded
51	Emergency Generator Fire Station 3	0	110,250	0	0	0	0	110,250	(110,250)	0	Excluded
52	Advanced Life Support Monitors/Defibrillators	0	75,850	79,650	83,650	87,800	0	326,950	(326,950)	0	Excluded
53	Fire Station 106 Design	0	0	450,000	0	0	0	450,000	0	450,000	New

Table 5-3
City of Clermont
Fire Rescue Services Impact Fee Analysis

Summary of Proposed Capital Equipment, Vehicles, and Facilities (1)

54 Fire Station 106 Construction	0	0	0	15,000,000	0	0	15,000,000	0	15,000,000	New
55 Fire Engine 106 Equipment	0	0	0	250,000	0	0	250,000	0	250,000	New
56 Fire Engine 106	0	0	0	750,000	0	0	750,000	0	750,000	New
57 Total Capital Improvements	\$477,927	\$13,910,674	\$3,326,330	\$34,480,729	\$1,897,262	\$1,889,185	\$55,982,107	(\$7,676,107)	\$48,306,000	

Footnotes:

[1] Amounts shown based on Capital Improvement Plan (CIP) and other documents provided by the City.

Table 5-4
City of Clermont
Fire Rescue Services Impact Fee Analysis

Summary of Capital Costs to Provide Fire Rescue Services

Line No.	Description	Total Existing & Planned Costs [1]	Total Personnel Requirements [2]	Average Cost Per Personnel
<u>Recoupment Costs [3]</u>				
1	Machinery & Equipment	\$0	132	\$0
2	Major Vehicles & Fire Fighting Equipment	5,307,237	132	40,206
3	Other Capital Equipment & Facilities	6,338,386	132	48,018
4	Total Recoupment Costs	<u>\$11,645,623</u>		<u>\$88,224</u>
<u>Proposed Capital Additions [4]</u>				
5	Major Vehicles	\$18,248,437	132	\$138,246
6	Future Facilities	12,607,564	132	95,512
7	Station 6 Facility and Engine	17,450,000	132	132,197
8	Total Proposed Costs	<u>\$48,306,000</u>		<u>\$365,955</u>
<u>Additional Cost or Adjustments</u>				
9	Less Historical Capital Grants Received	\$0	132	\$0
10	Less Proposed Future Capital Grants	0	132	0
11	Total Additional Costs or Adjustments	<u>\$0</u>		<u>\$0</u>
12	Total Capital Costs	<u><u>\$59,951,624</u></u>		<u><u>\$454,179</u></u>

Footnotes:

[1] Total estimated capital costs in Table 5-2 and Table 5-3.

[2] Future Requirements based on Level of Service Standards adopted by the City.
Future needs are calculated as follows:

Total LOS Personnel Required in 2027	108
Additional LOS Personnel Associated with Station 6 [*]	24
Total Rescue Personnel by 2040	132
Projected Population at 2040	73,363
Planned 2040 LOS per 1,000 population	1.80

[*] Station 6 is assumed to require an additional staffing of 24 personnel based on the needs for Station 5.

[3] Amounts derived from Table 5-2.

[4] Amounts derived from Table 5-3.

**Table S-5
City of Clermont
Fire Rescue Services Impact Fee Analysis**

Design of Fire Impact Fee

Line No.	Land Use	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
1	Residential	Dwelling Unit	0.628226	2.92	\$408.60	\$749.40	\$621.09	\$1,370.00	\$637.00	\$733.00
	Non-Residential									
2	Industrial/Warehousing	1,000 Sq Ft	0.087542	N/A	\$408.60	\$35.77	\$46.12	\$82.00	\$131.00	(\$49.00)
3	Institutional	1,000 Sq Ft	0.200298	N/A	408.60	81.84	105.51	187.00	N/A	N/A
4	Hotel/Motel	Rooms	3.207758	N/A	408.60	1,310.69	1,689.78	3,000.00	1,197.00	1,803.00
5	Office Buildings	1,000 Sq Ft	0.816132	N/A	408.60	333.47	429.92	763.00	509.00	254.00
6	Retail	1,000 Sq Ft	2.456451	N/A	408.60	1,003.71	1,294.01	2,298.00	1,640.00	658.00
7	Assisted Living Facility (ALF)	Bed	0.823750	N/A	408.60	336.58	433.94	771.00	694.00	77.00
8	Should none of the above land uses adequately define a proposed non-residential development as determined by the City Manager, at the Manager's discretion the following average charge per non-residential development is considered appropriate:									
		<u>Non-residential</u>								
9	Total Cost per Person [Base] [1]	\$408.60								
10	Percent Allocable to Resident	62.82%								
11	Amount Allocable to the Resident	\$256.68								
12	Amount Allocable to Non-residential	\$151.92								
13	Plus Cost per Person [Variable] (2)	526.78								
14	Amount Allocable to Non-residential	\$678.70								
15	Square Feet of Non-residential Development per Person	250.00								
16	Persons per 1,000 Square Feet	4.00								
17	Average Cost per 1,000 Square Feet of Non-residential Development	\$2,714.80								

Footnotes

[1] Total Base Capacity estimated as follows:

Total Estimated Capital Costs - Investment in Fire Services	\$59,951,624
Percent Base Capacity for Medium/High Hazard Occupancies	50%
Total Estimated Base Capacity Costs	<u>\$29,975,812</u>
Total Population 2040	73,363
Total Cost per Person	<u>\$408.60</u>

Table 5-5
City of Clermont
Fire Rescue Services Impact Fee Analysis

Design of Fire Impact Fee

Line No.	Land Use	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
[2]	Variable Cost per Unit estimated as follows:									
	Total Estimated Capital Costs - Investment in Fire Services	\$59,951,624								
	Less Amount allocated to Base Capacity	29,975,812								
	Total Variable Cost	\$29,975,812								
	Percent Residential (Historical)	52.07%								
	Total Residential Costs	\$15,607,400								
	Total Non-residential Costs	\$14,368,412								
	Residential Variable Allocation									
	Total Residential Costs	\$15,607,400								
	2040 Estimated Units	25,129								
	Variable Cost per Unit	\$621.09								
	Non-residential Variable Allocation									
	Total Estimated Capital Costs - Investment in Fire Rescue Services	\$14,368,412								
	Total Functional (Non-residential) Population 2040	27,276								
	Total Cost per Person [*]	\$526.78								

[*] Applied on a functional population basis.

Table 5-6
City of Clermont
Fire Rescue Services Impact Fee Analysis

Fire Rescue Services Impact Fee Comparison [1]

Line No.	Description	Single Family
City of Clermont		
1	City of Clermont - Existing	\$637.00
2	City of Clermont - Proposed	1,370.00
<u>Other Florida Government Agencies:</u>		
3	City of Apopka	\$708.00
4	City of Edgewater	469.56
5	City of Eustis	146.72
6	Toho Water Authority (Kissimmee System)	N/A
7	City of Lakeland	398.00
8	City of Lake Mary	175.00
9	City of Lake Wales	512.71
10	City of Leesburg	207.00
11	City of Minneola	539.30
12	City of Mount Dora	443.81
13	City of Ocoee	636.00
14	City of St. Cloud	902.00
15	City of Tavares	402.78
16	City of Winter Garden	491.00
17	City of Winter Haven	483.90
18	Other Florida Governmental Agencies' Average	\$465.41

Footnotes:

- [1] Unless otherwise noted, amounts shown reflect impact fees in effect March 2023. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed municipality.

SECTION 6 – PARKS AND RECREATION SERVICE IMPACT FEE

General

This section provides a discussion of the development and design of the proposed impact fee for parks and recreation services. Included in this section is a discussion of the City's facility requirements and related capital costs included as the basis for the fee determination, and the design of the fee to be applied to new growth within the City.

Existing Recreational Assets

In the determination of the fee, the original costs of the existing assets and any grant funding for those assets was considered. The City's existing assets are categorized by type and are summarized below.

Inventory of City Parks and Recreation Assets [1]			
Description	Estimated Costs	Adjustments	Includable Costs
Machinery and Equipment	\$877,337	0.0%	\$0
Major Vehicles & Vehicle Related Equipment	210,634	0.0%	0
Other Capital Equipment and Facilities	53,217,715	100.0%	53,217,715
Subtotal	\$54,305,685	98.0%	\$53,217,715
Retirement Adjustments/Grants	\$0	100.0%	\$0
Net Future City Investments in Park Assets	\$54,305,685	98.0%	\$53,217,715

[1] Amounts as provided by City staff and are shown on Appendix 4 and summarized on Table 6-2.

As shown above, of the \$54.3 million in recreational assets, \$53.2 million is included in the calculation of the impact fee.

Capital Improvement Plan

In the determination of the fee, the following five- (5) year capital improvement plan was provided by the City for this project. The City's major capital requirements included in the impact fee calculation are summarized below.

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Projected Future City Investment in Parks and Recreation (Capital Plan) [1]			
Description	Total Capital Improvements	Adjustments	Adjusted Total
Hancock Park Multipurpose Field 1 Remove Grass	\$147,015	(\$147,015)	\$0
Fitness Court at Victory Pointe	160,000	0	160,000
Fiber Optics at Palatlahaka Park	3,600	0	3,600
Design & Plan Future Dog Park	10,000	0	10,000
Copier/Scanner/Fax/Printer for Clermont City Center	5,583	(5,583)	0
Design & Engineer Carousel/Concession Stand at Waterfront Park	12,500	0	12,500
Arts & Rec Center Lightening Protection System	23,771	0	23,771
Replace Commercial Gas Grill at Arts & Rec Center	1,900	(1,900)	0
Used Forklift at the Arts & Rec Center	7,200	(7,200)	0
Restroom Expansion at Performing Arts Center	50,000	0	50,000
Wireless Communication System at the Black Box Theater	10,000	(10,000)	0
Short Throw Projector and Lens for the Mainstage Theater	17,000	(17,000)	0
Engineering and Architectural Services for Restroom Expansion at Performing Arts Center	6,000	0	6,000
Resod Athletic Fields	850,000	(850,000)	0
Vehicles	367,000	(367,000)	0
McKinney Basketball Court Resurface	60,000	(60,000)	0
Pal Baseball Gate Closures	8,000	(8,000)	0
Tennis Windscreens	28,000	(28,000)	0
Short Throw Projector CPAC	25,000	(25,000)	0
Pickleball/Tennis Net Systems	3,000	0	3,000
ARC Digital Sign	50,000	(50,000)	0
Sand Volleyball Courts	20,000	0	20,000
Black Box Projector	3,000	(3,000)	0
CPAC Wireless in-Ears System	10,000	(10,000)	0
ARC Entrance Lighting	25,000	(12,500)	12,500
Parks Playgrounds	120,000	(60,000)	60,000
Splash Pad Resurface	50,000	(50,000)	0
Hancock Scorer's Box	5,000	0	5,000
Field Light LED Conversion	1,200,000	(600,000)	600,000
Hiawatha Outdoor Classroom	10,000	0	10,000
Park Pavilions	160,000	0	160,000
ARC/CPAC Stadium Seating	1,100,000	0	1,100,000
Kehlor Pickleball Court	80,000	0	80,000
ARC Pickleball Courts + Parking	450,000	0	450,000
ARC Field Area Restroom	250,000	0	250,000

Table continued on following page.

Projected Future City Investment in Parks and Recreation (Capital Plan) [1] (cont'd.)			
Description	Total Capital Improvements	Adjustments	Adjusted Total
Waterfront Park Field Lights	140,000	0	140,000
ARC Multi-Purpose Field	300,000	0	300,000
8th St Marina	1,200,000	0	1,200,000
Property Acquisition + Development	4,000,000	0	4,000,000
Aquatics Facility	4,200,000	0	4,200,000
8th Street Park	15,000,000	(5,000,000)	10,000,000
Net Future City Investments in Park Assets	\$30,168,569	(\$7,312,198)	\$22,856,37

[1] Amounts as provided by City staff and are shown on Table 6-3.

As can be seen above, the City anticipates spending \$22.9 million in impact fee eligible projects in order to further develop the parks and recreation facilities as the City grows through 2027.

Design of Recreational Facility Impact Fee

The method used to determine the impact fee is a combination of the improvements-driven method and buy-in method as the recoupment of a portion of existing investments available to serve new growth and the costs associated with adding additional capacity to serve the City's future recreation needs are recognized. Table 6-5 at the end of this report summarizes the results of the impact fee calculation. The following is a brief description of the method used in this study:

- Development of Recoverable Assets – Based on the City's existing investment in recreation and park facilities, and the dwelling unit projections by 2030, the total estimated cost of existing assets to serve residents is identified.
- Development of Total Capital Need – Based on the City's estimated capital costs of developing future park facilities, and the dwelling unit projections, the total estimated cost to serve total future residents is developed.
- Development of Equivalent Impact Fee Units – This step develops the estimated number of equivalent impact fee units, which the fee is to be calculated such that a specific rate can be developed. This municipal service is applicable only to the residential class and the equivalent unit is considered to be one (1) resident (per resident application).
- Calculation of Cost per Dwelling Unit – Once the total capital costs allocable to each future resident are determined, the cost per development unit was calculated, or the impact fee unit per dwelling (residence).

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RECREATIONAL FACILITY IMPACT FEE ASSUMPTIONS

In the development of the recreation impact fees, several assumptions were required. The major assumptions used in the development of the impact fees are as follows:

1. The development of the cost for the parks and recreation impact fees was based on the City's current investment into park and recreation facilities and the City's estimated capital costs to develop future facilities and activities.
2. As indicated in Table 6-4, the City has identified existing investment and future needs totaling \$63.8 million, which includes a credit for grants and other sources of cost-free capital, which reduced the burden by \$12.3 million. The total needs were based primarily on actual investments made by the City, which should be recouped from future residential growth.

IMPACT FEE CALCULATION

Based on the above-referenced assumptions, the recreation impact fee as set forth in detail on Table 6-4 was determined as follows:

Parks and Recreation Impact Fee Calculation	
Description	Amounts
Existing Investment in Parks and Recreation	\$53,217,715
Future Investment in Parks and Recreation	22,856,371
Previously Grant Funded / Donated Assets	(12,284,805)
Total Costs of Investments in Recreational Facilities, Activities and Parklands	\$63,789,281
Total Costs of Investments in Recreational Facilities, Activities and Parklands	\$63,789,281
Total City Population in 2030	61,133
Total Costs to be Recovered per Person	\$1,043.45

Proposed Parks Impact Fee		
Housing Type	Persons per Dwelling	Proposed Impact Fee
0 - 1 Bedroom	1.43	\$1,492.00
2 Bedrooms	2.15	2,243.00
3 Bedrooms	2.86	2,984.00
4 Bedrooms	3.58	3,736.00
5+ Bedrooms	4.30	4,487.00

The proposed rate per person is applied to the residential classes (single-family, multi-family, and mobile homes) based on the number of residents per dwelling unit as shown in Table 6-5.

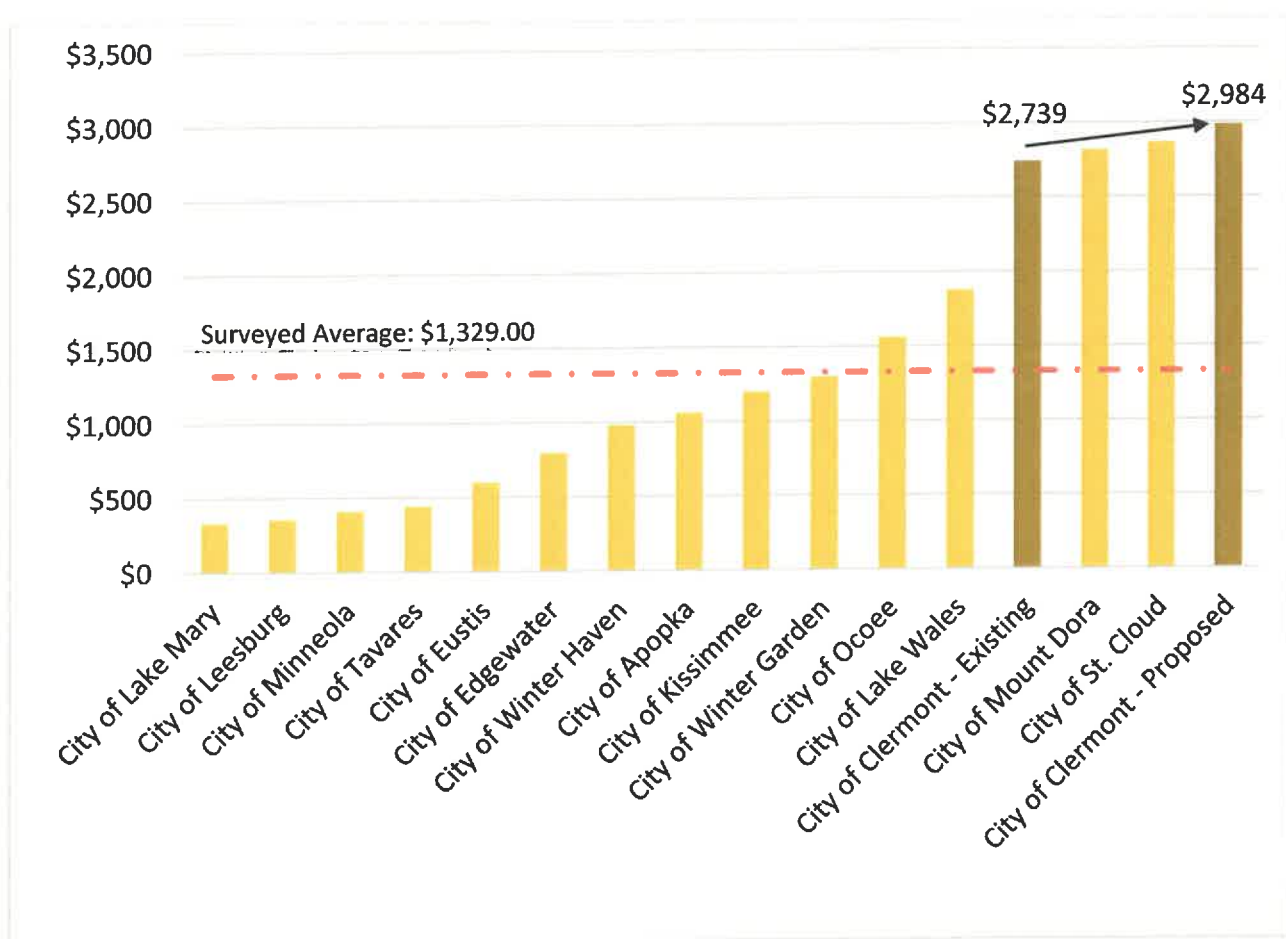
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As discussed in the Executive Summary, there are restrictions put in place for all impact fee increases. The proposed fees are required to be phased-in over a two- (2) year period. The table below shows the phase in schedule:

Phase-in of Parks Impact Fee			
Housing Type	Existing Fee	FY 2023	FY 2024
0 -1 Bedroom	\$1,371.00	\$1,431.50	\$1,492.00
2 Bedrooms	2,048.00	2,145.50	2,243.00
3 Bedrooms	2,739.00	2,861.50	2,984.00
4 Bedrooms	3,419.00	3,577.50	3,736.00
5+ Bedrooms	4,098.00	4,292.50	4,487.00

Impact Fee Comparisons

In order to provide the City additional information about the proposed impact fees, a comparison of the proposed fees for the City and those charged by other jurisdictions was prepared. Both the graph below and Table 6-8 at the end of this section summarizes the impact fees for recreational services charged by other communities with the proposed rates of the City. Please note that each community may establish a different LOS standard to meet its demographic needs for recreation facilities and activities. The City can anticipate variances between other communities.



Section 6
City of Clermont
Parks and Recreation Impact Fee Analysis

List of Tables

Table	Description
6-1	Inventory of City Parks and Recreational Facilities
6-2	Summary of Existing Capital Equipment, Vehicles, and Facilities
6-3	Summary of Capital Projects to Improve and Expand Recreation Services
6-4	Design of Recreation Impact Fee
6-5	Proposed Impact Fees
6-6	Phase-In Schedule
6-7	Parks and Recreation Impact Fee Comparison

Table 6-1
City of Clermont
Parks and Recreation Impact Fee Analysis
Inventory of City Parks and Recreational Facilities [1]

Line No.	Facility Classification	Acres	Activity	Facilities
1	Regional Parks	219.00		
2	Lake Hiawatha Park	219.00	Passive	2 Dog Parks General Play Ground Fishing Pier Canoe / Kayak Launch Wildlife Observation Platform Nature / Hiking Trails Paved Bicycle / Pedestrian Trail Two Pavilions Two sets of restrooms Disc Golf Course
3	Community Parks	88.56		
4	Hancock Park	22.80	Active	Batting Cages Softball Field Soccer Fields Tennis Courts General Play Ground Pavilion Concession Stand Two sets of restrooms
5	Palatilahaka Recreation Area	27.39	Active	Volleyball Court Little League Fields Senior League Fields Bull Pens Batting Cages Football / Soccer Fields Press Box Concession Stand Tennis Courts Basketball Court Racquetball Court Nature Trail Boardwalk Canoe Launch Fishing Pier Pavilion Picnic Table General Play Ground Exercise and Fitness Trail Two sets of restrooms
6	Lake Felter Park	13.13	Active	Basketball Court Softball Field Football / Soccer Field General Playground Tennis Court Restrooms
7	Waterfront Park / Highlander Hut	23.99	Active	Basketball Court General Play Ground Boardwalk Paved Bicycle / Pedestrian Trail Fishing Pier Picnic Pavilions

Table 6-1
City of Clermont
Parks and Recreation Impact Fee Analysis
Inventory of City Parks and Recreational Facilities (1)

Line No.	Facility Classification	Acres	Activity	Facilities
				Picnic Tables Splash Park Stage / Event Center Indoor Meeting / Rental Facility Grills Benches Restrooms
8	Clermont City Center	1.25	Active	Restrooms Kitchen Event Hall
9	Neighborhood Parks	38.36		
10	McKinney Park	5.25	Active	Basketball Court Softball Field Volleyball Court General Playground Pavilion Picnic Tables Restrooms
11	Bishop Field	4.00	Active	Senior League Field Batting Cage Grandstand Seating Restroom
12	Lakeview Hills Park	3.15	Passive	Picnic Tables Benches
13	West Park	2.39	Active	Little League Field Softball Field Batting Cages Concession Stand Movable Bleachers Restroom
14	Center Lake Park	12.55	Passive	Fitness Trail with Stations Park Benches
15	Boat Ramp	7.20	Passive	Boat Ramps Restrooms
16	Boat House	1.53	Passive	Boat Ramps
17	Kiwanis Park	2.01	Passive	General Playground Swing Set Benches Picnic Tables
18	City Hall Park	0.28		Picnic Tables
19	Mini-Parks	8.39		
20	Azalea Park	1.70	Passive	Picnic Tables
21	Park of Indian Hills	1.35	Passive	Park Benches

Table 6-1
City of Clermont
Parks and Recreation Impact Fee Analysis
Inventory of City Parks and Recreational Facilities [1]

Line No.	Facility Classification	Acres	Activity	Facilities
22	West Beach Park	1.05	Passive	Swing Set Fishing Pier Paved Bicycle / Pedestrian Trail Picnic Tables Water Fountain Restroom
23	Kehlor Park / Clermont Recreation Club	1.03	Active	Tennis Court Shuffle Board Club House / Senior Center Restrooms
24	Veterans Park	0.86	Passive	Benches
25	Edgewood Place Park	0.72	Active	General Play Ground Swing Set
26	8th Street Trailhead	0.70	Passive	Trails Picnic Tables Park Benches Clock Tower Restrooms
27	Montrose Tot-Lot	0.34	Active	1/2 Basketball Court General Play Ground Picnic Table Benches
28	Chesnut Park	0.34	Active	1/2 Basketball Court Swing Set Slide Picnic Tables Water Fountain
29	Seminole Park	0.30	Active	General Play Ground Swing Set Benches Picnic Tables
30	Open Space	39.77		
31	Highland Avenue Corridor Park	1.00	Passive	Open Space
32	Lake Minneola Scenic Trail	2.75	Passive	Paved Bicycle Trail / Pedestrian Trail
33	Clermont Arts and Rec	25.42	Passive	Monument Parking Lot Pool Pickleball Court Walking Trail Community Garden Theaters (Main & Black Box) & Box Office Gymnasium / Multi-purpose Room Front Lobby Rental Rooms Boys & Girls Club Commercial Kitchen Public Restrooms Dressing / Rehearsal Rooms Storage Room

Table 6-1
City of Clermont
Parks and Recreation Impact Fee Analysis

Inventory of City Parks and Recreational Facilities [1]

Line No.	Facility Classification	Acres	Activity	Facilities
34	Victory Pointe	10.00	Passive	Trails and Observation Tower Event Stage Restrooms
35	Historic Village	0.60	Passive	Rental Spaces Historic Buildings Restrooms
<u>Summary</u>				
36	Regional Parks	219.00		
37	Community Parks	88.56		
38	Neighborhood Parks	38.36		
39	Mini-Parks	8.39		
40	Open Space	39.77		
41	Total Acres in Service	394.08		

Footnotes

[1] Inventory as provided by the City.

Table 6-2
City of Clermont
Parks and Recreation Impact Fee Analysis

Summary of Existing Capital Equipment, Vehicles, and Facilities

Line No.	Description	Estimated Costs [1]	Adjustments	Includable Costs
	Machinery & Equipment			
1	General Equipment	\$877,337	0.0%	\$0
2	Major Vehicles & Vehicle Related Equipment	210,634	0.0%	0
	Other Capital Equipment and Facilities			
3	Land, Building and Other Major Capital Equipment	53,217,715	100.0%	53,217,715
4	Subtotal Other Capital Equipment and Facilities	\$54,305,685	98.0%	\$53,217,715
5	Grants Funded / Contributed Assets	\$0	100.0%	\$0
6	Total Adjusted Existing Capital Investment	<u>\$54,305,685</u>	<u>98.0%</u>	<u>\$53,217,715</u>

Footnotes:

[1] Amounts shown based on cost information provided by the City and detailed in Appendix 4.

Table 6-3
City of Clermont
Parks and Recreation Impact Fee Analysis

Summary of Capital Projects to Improve and Expand Recreation Services

Line No.	Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 22-27 Total	Adjustments	Adjusted Total
1	Hancock Park Multipurpose Field 1 Remove Grass	\$147,015	\$0	\$0	\$0	\$0	\$0	\$147,015	(\$147,015)	\$0
2	Fitness Court at Victory Pointe	160,000	0	0	0	0	0	160,000	0	160,000
3	Fiber Optics at Palatka Park	3,600	0	0	0	0	0	3,600	0	3,600
4	Design & Plan Future Dog Park	10,000	0	0	0	0	0	10,000	0	10,000
5	Copier/Scanner/Fax/Printer for Clermont City Center	5,583	0	0	0	0	0	5,583	(5,583)	0
6	Design & Engineer Carousel/Concession Stand at Waterfront Park	12,500	0	0	0	0	0	12,500	0	12,500
7	Arts & Rec Center Lightening Protection System	23,771	0	0	0	0	0	23,771	0	23,771
8	Replace Commercial Gas Grill at Arts & Rec Center	1,900	0	0	0	0	0	1,900	(1,900)	0
9	Used Forklift at the Arts & Rec Center	7,200	0	0	0	0	0	7,200	(7,200)	0
10	Restroom Expansion at Performing Arts Center	50,000	0	0	0	0	0	50,000	0	50,000
11	Wireless Communication System at the Black Box Theater	10,000	0	0	0	0	0	10,000	(10,000)	0
12	Short Throw Projector and Lens for the Mainstage Theater	17,000	0	0	0	0	0	17,000	(17,000)	0
13	Engineering and Architectural Services for Restroom Expansion at Performing Arts Center	6,000	0	0	0	0	0	6,000	0	6,000
14	Resod Athletic Fields	0	290,000	140,000	140,000	140,000	140,000	850,000	(850,000)	0
15	Vehicles	0	223,000	28,000	28,000	28,000	60,000	367,000	(367,000)	0
16	McKinney Basketball Court Resurface	0	60,000	0	0	0	0	60,000	(60,000)	0
17	Pal Baseball Gate Closures	0	8,000	0	0	0	0	8,000	(8,000)	0
18	Tennis Windcreens	0	18,000	0	10,000	0	0	28,000	(28,000)	0
19	Short Throw Projector CPAC	0	25,000	0	0	0	0	25,000	(25,000)	0
20	Pickleball/Tennis Net Systems	0	3,000	0	0	0	0	3,000	0	3,000
21	ARC Digital Sign	0	0	50,000	0	0	0	50,000	(50,000)	0
22	Sand Volleyball Courts	0	0	0	20,000	0	0	20,000	0	20,000
23	Black Box Projector	0	0	0	3,000	0	0	3,000	(3,000)	0
24	CPAC Wireless in-ears system	0	0	10,000	0	0	0	10,000	(10,000)	0
25	ARC Entrance Lighting	0	0	25,000	0	0	0	25,000	(12,500)	12,500
26	Parks Playgrounds	0	0	0	50,000	30,000	40,000	120,000	(60,000)	60,000
27	Splash Pad Resurface	0	0	0	50,000	0	0	50,000	(50,000)	0
28	Hancock Scorer's Box	0	0	5,000	0	0	0	5,000	0	5,000
29	Field Light LED Conversion	0	0	0	400,000	400,000	400,000	1,200,000	(600,000)	600,000
30	Hiawatha Outdoor Classroom	0	0	10,000	0	0	0	10,000	0	10,000
31	Park Pavilions	0	0	40,000	40,000	40,000	40,000	160,000	0	160,000
32	ARC/CPAC Stadium Seating	0	1,100,000	0	0	0	0	1,100,000	0	1,100,000
33	Kehler Pickleball Court	0	0	80,000	0	0	0	80,000	0	80,000
34	ARC Pickleball Courts + Parking	0	450,000	0	0	0	0	450,000	0	450,000
35	ARC Field Area Restroom	0	0	250,000	0	0	0	250,000	0	250,000
36	Waterfront Park Field Lights	0	0	140,000	0	0	0	140,000	0	140,000
37	ARC Multi-Purpose Field	0	0	300,000	0	0	0	300,000	0	300,000
38	8th St Marina	0	0	600,000	600,000	0	0	1,200,000	0	1,200,000
39	Property Acquisition + Development	0	0	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000	0	4,000,000
39	Aquatics Facility	0	0	0	600,000	3,000,000	600,000	4,200,000	0	4,200,000
40	8th Street Park	0	0	0	0	0	15,000,000	15,000,000	(5,000,000)	10,000,000
41	Total Capital Improvements	\$454,569	\$2,177,000	\$2,668,000	\$2,951,000	\$4,638,000	\$17,280,000	\$30,168,569	(\$7,312,198)	\$22,856,371

Footnotes:

- [1] Amounts provided by City staff, which represent improvements and upgrades to existing facilities and construction of new facilities which will serve existing and future residents of the City.

Table 6-4
City of Clermont
Parks and Recreation Impact Fee Analysis

Design of Recreation Impact Fee

Line No.	Description	Basis
1	Existing Investment in Parks and Recreation [1]	\$53,217,715
2	Future Investment in Parks and Recreation [2]	22,856,371
3	Previously Grant Funded / Donated Assets [3]	(12,284,805)
4	Total Existing and Proposed Investment in Parks and Recreation	\$63,789,281
5	<u>Estimated Population Served</u>	
6	Projected 2030 Population [4]	61,133
7	Total Estimated Population Served	61,133
8	<u>Cost per Person Calculation</u>	
9	Allocated Costs	\$63,789,281
10	Projected Buildout Population [4]	61,133
11	Cost per Person	\$1,043.45

Footnotes

- [1] Amount derived from Table 6-2.
 [2] Amount derived from Table 6-3.
 [3] Amount based on information provided by City Staff.
 [4] Amount derived from Table 2-1.

Table 6-5
City of Clermont
Parks and Recreation Impact Fee Analysis

Proposed Impact Fees

<u>Line No.</u>	<u>Housing Type</u>	<u>Fee per Person [1]</u>	<u>Person per Dwelling [2]</u>	<u>Proposed Impact Fee</u>	<u>Existing Impact Fee (\$F)</u>	<u>\$ Increase / (Decrease)</u>	<u>% Increase / (Decrease)</u>
1	Residential						
2	0 - 1 Bedroom	\$1,043.45	1.43	\$1,492.00	\$1,371.00	\$121.00	8.8%
3	2 Bedrooms	1,043.45	2.15	2,243.00	2,048.00	195.00	9.5%
4	3 Bedrooms	1,043.45	2.86	2,984.00	2,739.00	245.00	8.9%
5	4 Bedrooms	1,043.45	3.58	3,736.00	3,419.00	317.00	9.3%
6	5+ Bedrooms	1,043.45	4.30	4,487.00	4,098.00	389.00	9.5%

Footnotes

[1] Derived from Table 6-4.

[2] Derived from Table 2-2.

Table 6-6
City of Clermont
Parks and Recreation Impact Fee Analysis

Phase-In Schedule

Line No.	Housing Type	Existing Impact Fee (SF) [1]	FY 2023	FY 2024	Proposed Impact Fee [1]	% Increase / (Decrease)
1	Residential					
2	0 - 1 Bedroom	\$1,371.00	\$1,431.50	\$1,492.00	\$1,492.00	8.8%
3	2 Bedrooms	2,048.00	2,145.50	2,243.00	2,243.00	9.5%
4	3 Bedrooms	2,739.00	2,861.50	2,984.00	2,984.00	8.9%
5	4 Bedrooms	3,419.00	3,577.50	3,736.00	3,736.00	9.3%
6	5+ Bedrooms	4,098.00	4,292.50	4,487.00	4,487.00	9.5%

Footnotes

[1] Derived from Table 6-5.

Table 6-7
City of Clermont
Parks and Recreation Impact Fee Analysis

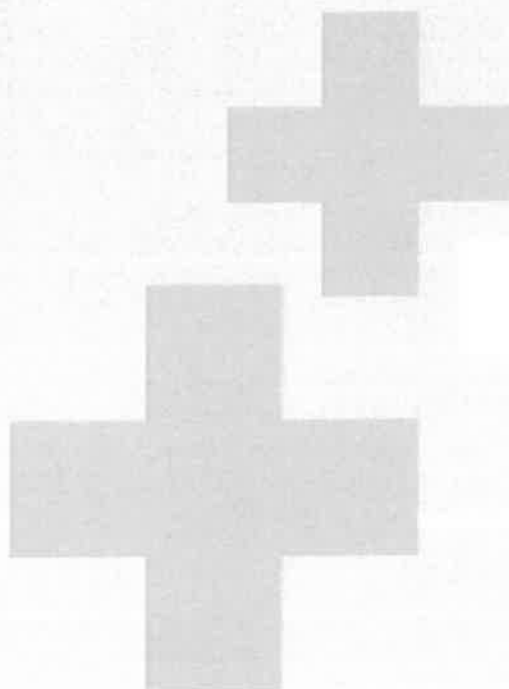
Parks and Recreational Services Impact Fee Comparison [1]

Line No.	Description	Single Family
City of Clermont		
1	City of Clermont - Existing	\$2,739.00
2	City of Clermont - Proposed	2,984.00
<u>Other Florida Government Agencies:</u>		
3	City of Apopka	\$1,060.00
4	City of Edgewater	798.97
5	City of Eustis	599.27
6	Toho Water Authority (Kissimmee System)	1,200.00
7	City of Lakeland	3,333.00
8	City of Lake Mary	335.00
9	City of Lake Wales	1,877.47
10	City of Leesburg	358.00
11	City of Minneola	410.00
12	City of Mount Dora	2,814.64
13	City of Ocoee	1,560.00
14	City of St. Cloud	2,865.00
15	City of Tavares	439.99
16	City of Winter Garden	1,300.00
17	City of Winter Haven	980.23
18	Other Florida Governmental Agencies' Average	\$1,328.77

Footnotes:

- [1] Unless otherwise noted, amounts shown reflect impact fees in effect March 2023. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed municipality.

Appendices



Select Year: 2021 ▼ Go

The 2021 Florida Statutes

Title XI	Chapter 163	View Entire Chapter
COUNTY ORGANIZATION AND INTERGOVERNMENTAL RELATIONS	INTERGOVERNMENTAL PROGRAMS	

163.31801 Impact fees; short title; intent; minimum requirements; audits; challenges.—

(1) This section may be cited as the “Florida Impact Fee Act.”

(2) The Legislature finds that impact fees are an important source of revenue for a local government to use in funding the infrastructure necessitated by new growth. The Legislature further finds that impact fees are an outgrowth of the home rule power of a local government to provide certain services within its jurisdiction. Due to the growth of impact fee collections and local governments’ reliance on impact fees, it is the intent of the Legislature to ensure that, when a county or municipality adopts an impact fee by ordinance or a special district adopts an impact fee by resolution, the governing authority complies with this section.

(3) For purposes of this section, the term:

(a) “Infrastructure” means a fixed capital expenditure or fixed capital outlay, excluding the cost of repairs or maintenance, associated with the construction, reconstruction, or improvement of public facilities that have a life expectancy of at least 5 years; related land acquisition, land improvement, design, engineering, and permitting costs; and other related construction costs required to bring the public facility into service. The term also includes a fire department vehicle, an emergency medical service vehicle, a sheriff’s office vehicle, a police department vehicle, a school bus as defined in s. [1006.25](#), and the equipment necessary to outfit the vehicle or bus for its official use. For independent special fire control districts, the term includes new facilities as defined in s. [191.009\(4\)](#).

(b) “Public facilities” has the same meaning as in s. [163.3164](#) and includes emergency medical, fire, and law enforcement facilities.

(4) At a minimum, each local government that adopts and collects an impact fee by ordinance and each special district that adopts, collects, and administers an impact fee by resolution must:

- (a) Ensure that the calculation of the impact fee is based on the most recent and localized data.
- (b) Provide for accounting and reporting of impact fee collections and expenditures and account for the revenues and expenditures of such impact fee in a separate accounting fund.
- (c) Limit administrative charges for the collection of impact fees to actual costs.
- (d) Provide notice at least 90 days before the effective date of an ordinance or resolution imposing a new or increased impact fee. A local government is not required to wait 90 days to decrease, suspend, or eliminate an impact fee. Unless the result is to reduce the total mitigation costs or impact fees imposed on an applicant, new or increased impact fees may not apply to current or pending permit applications submitted before the effective date of a new or increased impact fee.

(e) Ensure that collection of the impact fee may not be required to occur earlier than the date of issuance of the building permit for the property that is subject to the fee.

(f) Ensure that the impact fee is proportional and reasonably connected to, or has a rational nexus with, the need for additional capital facilities and the increased impact generated by the new residential or commercial construction.

(g) Ensure that the impact fee is proportional and reasonably connected to, or has a rational nexus with, the expenditures of the funds collected and the benefits accruing to the new residential or nonresidential

construction.

(h) Specifically earmark funds collected under the impact fee for use in acquiring, constructing, or improving capital facilities to benefit new users.

(i) Ensure that revenues generated by the impact fee are not used, in whole or in part, to pay existing debt or for previously approved projects unless the expenditure is reasonably connected to, or has a rational nexus with, the increased impact generated by the new residential or nonresidential construction.

(5)(a) Notwithstanding any charter provision, comprehensive plan policy, ordinance, development order, development permit, or resolution, the local government or special district must credit against the collection of the impact fee any contribution, whether identified in a proportionate share agreement or other form of exaction, related to public facilities or infrastructure, including land dedication, site planning and design, or construction. Any contribution must be applied on a dollar-for-dollar basis at fair market value to reduce any impact fee collected for the general category or class of public facilities or infrastructure for which the contribution was made.

(b) If a local government or special district does not charge and collect an impact fee for the general category or class of public facilities or infrastructure contributed, a credit may not be applied under paragraph (a).

(6) A local government, school district, or special district may increase an impact fee only as provided in this subsection.

(a) An impact fee may be increased only pursuant to a plan for the imposition, collection, and use of the increased impact fees which complies with this section.

(b) An increase to a current impact fee rate of not more than 25 percent of the current rate must be implemented in two equal annual increments beginning with the date on which the increased fee is adopted.

(c) An increase to a current impact fee rate which exceeds 25 percent but is not more than 50 percent of the current rate must be implemented in four equal installments beginning with the date the increased fee is adopted.

(d) An impact fee increase may not exceed 50 percent of the current impact fee rate.

(e) An impact fee may not be increased more than once every 4 years.

(f) An impact fee may not be increased retroactively for a previous or current fiscal or calendar year.

(g) A local government, school district, or special district may increase an impact fee rate beyond the phase-in limitations established under paragraph (b), paragraph (c), paragraph (d), or paragraph (e) by establishing the need for such increase in full compliance with the requirements of subsection (4), provided the following criteria are met:

1. A demonstrated-need study justifying any increase in excess of those authorized in paragraph (b), paragraph (c), paragraph (d), or paragraph (e) has been completed within the 12 months before the adoption of the impact fee increase and expressly demonstrates the extraordinary circumstances necessitating the need to exceed the phase-in limitations.

2. The local government jurisdiction has held not less than two publicly noticed workshops dedicated to the extraordinary circumstances necessitating the need to exceed the phase-in limitations set forth in paragraph (b), paragraph (c), paragraph (d), or paragraph (e).

3. The impact fee increase ordinance is approved by at least a two-thirds vote of the governing body.

(h) This subsection operates retroactively to January 1, 2021.

(7) If an impact fee is increased, the holder of any impact fee credits, whether such credits are granted under s. 163.3180, s. 380.06, or otherwise, which were in existence before the increase, is entitled to the full benefit of the intensity or density prepaid by the credit balance as of the date it was first established.

(8) A local government, school district, or special district must submit with its annual financial report required under s. 218.32 or its financial audit report required under s. 218.39 a separate affidavit signed by its chief financial officer or, if there is no chief financial officer, its executive officer attesting, to the best of his or her knowledge, that all impact fees were collected and expended by the local government, school district, or special district, or were collected and expended on its behalf, in full compliance with the spending period provision in the local ordinance or resolution, and that funds expended from each impact fee account were used only to acquire, construct, or improve specific infrastructure needs.

(9) In any action challenging an impact fee or the government's failure to provide required dollar-for-dollar credits for the payment of impact fees as provided in s. 163.3180(6)(h)2.b., the government has the burden of proving by a preponderance of the evidence that the imposition or amount of the fee or credit meets the requirements of state legal precedent and this section. The court may not use a deferential standard for the benefit of the government.

(10) Impact fee credits are assignable and transferable at any time after establishment from one development or parcel to any other that is within the same impact fee zone or impact fee district or that is within an adjoining impact fee zone or impact fee district within the same local government jurisdiction and which receives benefits from the improvement or contribution that generated the credits. This subsection applies to all impact fee credits regardless of whether the credits were established before or after June 4, 2021.

(11) A county, municipality, or special district may provide an exception or waiver for an impact fee for the development or construction of housing that is affordable, as defined in s. 420.9071. If a county, municipality, or special district provides such an exception or waiver, it is not required to use any revenues to offset the impact.

(12) This section does not apply to water and sewer connection fees.

(13) In addition to the items that must be reported in the annual financial reports under s. 218.32, a local government, school district, or special district must report all of the following information on all impact fees charged:

(a) The specific purpose of the impact fee, including the specific infrastructure needs to be met, including, but not limited to, transportation, parks, water, sewer, and schools.

(b) The impact fee schedule policy describing the method of calculating impact fees, such as flat fees, tiered scales based on number of bedrooms, or tiered scales based on square footage.

(c) The amount assessed for each purpose and for each type of dwelling.

(d) The total amount of impact fees charged by type of dwelling.

(e) Each exception and waiver provided for construction or development of housing that is affordable.

History.—s. 9, ch. 2006-218; s. 1, ch. 2009-49; s. 5, ch. 2009-96; s. 5, ch. 2011-14; s. 1, ch. 2011-149; s. 1, ch. 2019-106; s. 5, ch. 2019-165; s. 5, ch. 2020-27; s. 1, ch. 2020-58; ss. 1, 2, ch. 2021-63.

Appendix 2
City of Clermont
Police Services Impact Fee Analysis

Inventory of Existing Police Capital Equipment, Vehicles, and Facilities (1)

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
1	5009	2007 FORD CROWN VICTORIA #2150	2/9/2007	\$31,273	5	\$31,273	Vehicles	\$0	\$31,273	\$0	\$0	\$31,273
2	5010	2007 CHEVY VAN #2151	2/16/2007	33,153	5	33,153	Vehicles	0	33,153	0	0	33,153
3	5045	RESTRAINT CHAIR	1/24/2008	1,454	5	1,454	Mach. & Equip.	1,454	0	0	0	1,454
4	5053	PROLITE LASER W/PAD	5/16/2008	2,545	5	2,545	Mach. & Equip.	2,545	0	0	0	2,545
5	5054	PROLITE LASER W/PAD	5/16/2008	2,545	5	2,545	Mach. & Equip.	2,545	0	0	0	2,545
6	5114	LOTS 7,8,9,10 BLK 44 PARTIAL FS #1	9/30/1998	102,034	100	0	Facilities	0	0	102,034	0	102,034
7	5240	2005 GMC SAVANA VAN #2140	12/22/2004	16,595	10	16,595	Vehicles	0	16,595	0	0	16,595
8	6039	COMMUNITY RELATIONS TRAILER #2415	9/26/2003	4,290	10	4,290	Mach. & Equip.	4,290	0	0	0	4,290
9	6058	LIBERTY GUN SAFE	1/22/2004	1,599	10	1,599	Mach. & Equip.	1,599	0	0	0	1,599
10	6063	K-9 VEHICLE EQUIPMENT/CAGE	2/27/2004	2,618	7	2,618	Mach. & Equip.	2,618	0	0	0	2,618
11	6067	REPORTING SOFTWARE UPGRADE	4/16/2004	1,838	5	1,838	Mach. & Equip.	1,838	0	0	0	1,838
12	6080	(4) POLICE BICYCLES	11/24/2004	5,200	5	5,200	Mach. & Equip.	5,200	0	0	0	5,200
13	6111	PROLASER III LASER UNIT	11/23/2005	3,113	5	3,113	Mach. & Equip.	3,113	0	0	0	3,113
14	6114	STALKER LASER UNIT	12/9/2005	3,195	5	3,195	Mach. & Equip.	3,195	0	0	0	3,195
15	6126	EVIDENCE SPACE SAVER SHELVING SYSTEM	3/24/2006	7,892	7	7,892	Mach. & Equip.	7,892	0	0	0	7,892
16	6165	COMPUTERS	5/4/2007	19,191	5	19,191	Mach. & Equip.	19,191	0	0	0	19,191
17	6169	COMPUTERS	8/9/2007	25,522	5	25,522	Mach. & Equip.	25,522	0	0	0	25,522
18	6170	COMPUTERS	8/10/2007	11,392	5	11,392	Mach. & Equip.	11,392	0	0	0	11,392
19	6353	2009 CHEVY MALIBU #2123	4/3/2009	19,164	5	19,164	Vehicles	0	19,164	0	0	19,164
20	6354	2009 CHEVY MALIBU #2122	4/3/2009	21,134	5	21,134	Vehicles	0	21,134	0	0	21,134
21	6364	2009 SPEED AWARENESS TRAILER #9007	2/20/2009	8,440	5	8,440	Mach. & Equip.	8,440	0	0	0	8,440
22	6406	DROBO PRO DATA STORAGE DEVICE	3/5/2010	1,665	5	1,665	Mach. & Equip.	1,665	0	0	0	1,665
23	6431	2010 DODGE CHARGER #2174	9/30/2010	28,649	5	28,649	Vehicles	0	28,649	0	0	28,649
24	6432	2010 DODGE CHARGER #2175	9/30/2010	23,130	5	23,130	Vehicles	0	23,130	0	0	23,130
25	6491	2011 STEALTH APACHE GOLF CART	11/5/2010	12,994	5	12,994	Mach. & Equip.	12,994	0	0	0	12,994
26	6492	MINI MATRIX MESSAGE BOARD TRAILER	1/21/2011	16,815	5	16,815	Mach. & Equip.	16,815	0	0	0	16,815
27	6538	2011 DODGE CHARGER #2179	7/22/2011	32,743	5	32,743	Vehicles	0	32,743	0	0	32,743
28	6590	2012 FORD FUSION SE #2180	3/16/2012	19,473	5	19,473	Vehicles	0	19,473	0	0	19,473
29	6591	2012 FORD FUSION HYBRID #2181	3/16/2012	26,889	5	26,889	Vehicles	0	26,889	0	0	26,889
30	6666	2013 FORD EXPLORER K-9 UNIT #2187	8/2/2013	38,944	3	38,944	Vehicles	0	38,944	0	0	38,944
31	6667	2013 FORD INTERCEPTOR TAURUS #2185	8/2/2013	34,398	3	34,398	Vehicles	0	34,398	0	0	34,398
32	6668	2013 FORD INTERCEPTOR TAURUS #2184	8/2/2013	34,398	3	34,398	Vehicles	0	34,398	0	0	34,398
33	6669	2013 FORD INTERCEPTOR TAURUS #2186	8/2/2013	27,419	3	27,419	Vehicles	0	27,419	0	0	27,419
34	6707	NIKON D7100 DSLR CAMERA 18-140MM	7/15/2014	1,397	5	1,397	Mach. & Equip.	1,397	0	0	0	1,397
35	6708	NIKON NID7100ZLK CAMERA	5/15/2014	1,697	5	1,697	Mach. & Equip.	1,697	0	0	0	1,697
36	6755	2014 HARLEY DAVIDSON MOTORCYCLE #2192	3/5/2014	23,309	5	23,309	Vehicles	0	23,309	0	0	23,309
37	6756	2014 HARLEY DAVIDSON MOTORCYCLE #2191	3/5/2014	26,153	5	26,153	Vehicles	0	26,153	0	0	26,153
38	6757	2014 FORD FUSION S #2189	5/8/2014	18,377	5	18,377	Vehicles	0	18,377	0	0	18,377
39	6766	2014 FORD EXPLORER #2190	7/9/2014	31,611	5	31,611	Vehicles	0	31,611	0	0	31,611
40	6767	2014 FORD TAURUS INTERCEPTOR #2196	7/31/2014	32,941	5	32,941	Vehicles	0	32,941	0	0	32,941
41	6769	2014 FORD TAURUS INTERCEPTOR #2194	7/31/2014	28,920	5	28,920	Vehicles	0	28,920	0	0	28,920
42	6770	2014 DODGE CHARGER #2193	6/24/2014	33,415	5	33,415	Vehicles	0	33,415	0	0	33,415
43	6783	2008 CADILLAC CTS #2188	3/26/2014	14,303	5	14,303	Vehicles	0	14,303	0	0	14,303
44	6804	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
45	6805	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
46	6806	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
47	6807	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
48	6808	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
49	6809	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
50	6810	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
51	6811	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
52	6812	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
53	6813	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
54	6814	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082

Appendix 2
City of Clermont
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Inventory of Existing Police Capital Equipment, Vehicles, and Facilities (I)

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
55	6815	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
56	6816	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
57	6817	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
58	6818	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
59	6819	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	7/1/2015	1,082	5	1,082	Mach. & Equip.	1,082	0	0	0	1,082
60	6820	KEYPER KEYBOX & KEY STORAGE W/ CAMERA	6/25/2015	12,842	10	6,667	Mach. & Equip.	12,842	0	0	0	12,842
61	6821	KC & TOY CRUISER "CHAMP" K-9	5/15/2015	11,177	3	11,177	Mach. & Equip.	11,177	0	0	0	11,177
62	6822	FIRE ARMS TRAINING SIMULATOR	7/28/2015	34,800	10	18,270	Mach. & Equip.	34,800	0	0	0	34,800
63	6824	FALCON RAPID ID FINGER SCANNER	6/24/2015	2,089	5	2,089	Mach. & Equip.	2,089	0	0	0	2,089
64	6829	TACTICAL SURVEILLANCE SYSTEM	6/12/2015	7,880	10	4,203	Mach. & Equip.	7,880	0	0	0	7,880
65	6831	2014 FORD POLICE INTERCEPTOR #2210	5/18/2015	36,397	3	36,397	Vehicles	0	36,397	0	0	36,397
66	6841	RADAR RECORDER WITH TRAXPRO	5/18/2015	4,036	5	4,036	Mach. & Equip.	4,036	0	0	0	4,036
67	6842	2015 FORD TAURUS #2206	5/19/2015	31,992	3	31,992	Vehicles	0	31,992	0	0	31,992
68	6844	2015 FORD FUSION #2207	4/6/2015	20,503	5	20,503	Vehicles	0	20,503	0	0	20,503
69	6845	2015 FORD TAURUS SEDAN #2197	5/6/2015	34,753	3	34,753	Vehicles	0	34,753	0	0	34,753
70	6847	2015 FORD TAURUS #2209	4/27/2015	23,072	3	23,072	Vehicles	0	23,072	0	0	23,072
71	6848	NIGHT VISION SCOPE ADAPTER	8/1/2015	1,932	7	1,426	Mach. & Equip.	1,932	0	0	0	1,932
72	6849	2015 FORD FUSION #2208	4/6/2015	20,428	3	20,428	Vehicles	0	20,428	0	0	20,428
73	6862	LRAD PORTABLE COMMUNICATION SYSTEM MAG	9/4/2015	6,556	10	3,332	Mach. & Equip.	6,556	0	0	0	6,556
74	6864	K-9 KENNEL - EZ PORTABLE ALUMINUM	5/5/2015	2,027	7	1,568	Mach. & Equip.	2,027	0	0	0	2,027
75	6865	POLICE DOO "PIKE"	5/18/2015	8,500	8	5,755	Mach. & Equip.	8,500	0	0	0	8,500
76	6870	2015 FORD INTERCEPTOR #2216	9/1/2015	36,434	3	36,434	Vehicles	0	36,434	0	0	36,434
77	6871	2015 FORD INTERCEPTOR #2217	9/1/2015	36,434	3	36,434	Vehicles	0	36,434	0	0	36,434
78	6872	2015 FORD INTERCEPTOR #2215	9/1/2015	36,339	3	36,339	Vehicles	0	36,339	0	0	36,339
79	6873	2015 FORD INTERCEPTOR #2214	9/1/2015	36,339	3	36,339	Vehicles	0	36,339	0	0	36,339
80	6891	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	12/4/2014	1,217	5	1,217	Mach. & Equip.	1,217	0	0	0	1,217
81	6893	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	12/4/2014	1,217	5	1,217	Mach. & Equip.	1,217	0	0	0	1,217
82	6894	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	12/4/2014	1,217	5	1,217	Mach. & Equip.	1,217	0	0	0	1,217
83	6899	2015 FORD TAURUS SEDAN #2198	5/19/2015	35,762	3	35,762	Vehicles	0	35,762	0	0	35,762
84	6900	2015 FORD TAURUS #2199	5/19/2015	35,758	3	35,758	Vehicles	0	35,758	0	0	35,758
85	6901	2015 FORD TAURUS #2200	5/19/2015	35,758	3	35,758	Vehicles	0	35,758	0	0	35,758
86	6902	2015 FORD TAURUS #2201	5/19/2015	35,762	3	35,762	Vehicles	0	35,762	0	0	35,762
87	6903	2015 FORD TAURUS #2203	5/19/2015	35,762	3	35,762	Vehicles	0	35,762	0	0	35,762
88	6905	2015 FORD TAURUS SEDAN #2205	5/19/2015	36,043	3	36,043	Vehicles	0	36,043	0	0	36,043
89	6907	LESS LETHAL LAUNCHER W/ AIR BOTTLE RESER	9/15/2015	2,389	10	1,214	Mach. & Equip.	2,389	0	0	0	2,389
90	6908	NIGHT VISION MONOCULAR	7/31/2015	1,545	10	811	Mach. & Equip.	1,545	0	0	0	1,545
91	6926	2015 FORD INTERCEPTOR #2211	7/15/2015	37,123	3	37,123	Vehicles	0	37,123	0	0	37,123
92	6927	2015 FORD INTERCEPTOR #2213	7/15/2015	35,678	3	35,678	Vehicles	0	35,678	0	0	35,678
93	6928	2015 FORD INTERCEPTOR #2212	7/15/2015	36,734	3	36,734	Vehicles	0	36,734	0	0	36,734
94	6969	DELL POWER EDGE R7930 SERVER	5/12/2016	3,982	5	3,518	Mach. & Equip.	3,982	0	0	0	3,982
95	6970	2016 FORD EXPLORER #2225	5/11/2016	39,874	3	39,874	Vehicles	0	39,874	0	0	39,874
96	6971	2016 FORD EXPLORER #2224	4/21/2016	39,906	3	39,906	Vehicles	0	39,906	0	0	39,906
97	6972	2016 FORD FUSION #2220	4/21/2016	23,912	3	23,912	Vehicles	0	23,912	0	0	23,912
98	6973	2016 FORD SEDAN #2230	4/21/2016	36,254	3	36,254	Vehicles	0	36,254	0	0	36,254
99	6975	2016 FORD FUSION #2228	4/12/2016	36,225	3	36,225	Vehicles	0	36,225	0	0	36,225
100	6988	2016 CHEVY SILVERADO 4X4 PICK-UP #2221	4/6/2016	39,912	3	39,912	Vehicles	0	39,912	0	0	39,912
101	6989	2016 CHEVY SILVERADO 4X4 PICK-UP #2222	4/6/2016	39,912	3	39,912	Vehicles	0	39,912	0	0	39,912
102	6990	2016 FORD FUSION #2229	4/12/2016	36,334	3	36,334	Vehicles	0	36,334	0	0	36,334
103	6991	2016 FORD FUSION #2227	4/8/2016	36,225	3	36,225	Vehicles	0	36,225	0	0	36,225
104	6996	2016 FORD FUSION # 2231	4/12/2016	30,839	3	30,839	Vehicles	0	30,839	0	0	30,839
105	6998	2016 FORD EXPLORER #2226	4/8/2016	36,309	3	36,309	Vehicles	0	36,309	0	0	36,309
106	7003	2016 FORD INTERCEPTOR # 2232	6/22/2016	36,271	3	36,271	Vehicles	0	36,271	0	0	36,271
107	7004	2016 FORD INTERCEPTOR # 2233	6/22/2016	36,659	3	36,659	Vehicles	0	36,659	0	0	36,659
108	7006	2016 FORD INTERCEPTOR # 2234	6/22/2016	36,292	3	36,292	Vehicles	0	36,292	0	0	36,292

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City of Clermont
Police Services Impact Fee Analysis

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Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
109	7007	2016 FORD INTERCEPTOR # 2235	6/22/2016	36,271	3	36,271	Vehicles	0	36,271	0	0	36,271
110	7009	SOUND METER KIT CEL-620.B2/K1	7/21/2016	2,469	3	2,469	Mach. & Equip.	2,469	0	0	0	2,469
111	7010	2016 TRAFFIC TRAILER VEHICLE #2416	7/26/2016	3,203	5	2,722	Vehicles	0	3,203	0	0	3,203
112	7017	2016 FORD EXPLORER # 2223	7/26/2016	34,236	10	14,550	Vehicles	0	34,236	0	0	34,236
113	7021	2016 KAWASAKI MULE #2236	8/10/2016	14,067	7	8,182	Mach. & Equip.	14,067	0	0	0	14,067
114	7024	2016 FORD EXPEDITION #2219	9/1/2016	32,639	10	13,322	Vehicles	0	32,639	0	0	32,639
115	7028	2016 LIGHT TOWER TRAILER #2414	11/30/2016	9,420	5	7,379	Vehicles	0	9,420	0	0	9,420
116	7060	RAPID ID DEVICE	6/16/2016	2,193	5	1,901	Mach. & Equip.	2,193	0	0	0	2,193
117	7061	RAPID ID DEVICE	6/6/2016	2,193	5	1,901	Mach. & Equip.	2,193	0	0	0	2,193
118	7062	RAPID ID DEVICE	6/16/2016	2,193	5	1,901	Mach. & Equip.	2,193	0	0	0	2,193
119	7063	RAPID ID DEVICE	6/16/2016	2,193	5	1,901	Mach. & Equip.	2,193	0	0	0	2,193
120	7070	2016 KAWASAKI 4X4 UTV	8/8/2016	2,670	10	1,112	Mach. & Equip.	2,670	0	0	0	2,670
121	7071	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
122	7072	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
123	7073	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
124	7074	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
125	7075	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
126	7076	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
127	7077	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
128	7078	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
129	7079	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
130	7080	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
131	7081	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
132	7082	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
133	7083	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
134	7084	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
135	7085	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
136	7086	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
137	7087	POWERHEART G5 AED	5/16/2016	1,189	5	1,050	Mach. & Equip.	1,189	0	0	0	1,189
138	7133	VEHICLE LIFT- POLICE	9/30/2016	3,720	7	2,167	Mach. & Equip.	3,720	0	0	0	3,720
139	7135	AV SYSTEM	8/16/2016	51,573	10	21,489	Mach. & Equip.	51,573	0	0	0	51,573
140	7136	CLOSED CIRCUIT TV SECURITY SYSTEM	9/15/2016	60,138	12	20,445	Mach. & Equip.	60,138	0	0	0	60,138
141	7166	FINGER PRINT READER- LIVE SCAN SYSTEM	12/22/2016	15,588	5	10,850	Mach. & Equip.	15,588	0	0	0	15,588
142	7192	2017 CAMRY VEHICLE #2237	3/16/2017	26,949	5	19,313	Vehicles	0	26,949	0	0	26,949
143	7193	2017 TOYOTA CAMRY #2238	3/16/2017	26,942	5	19,309	Vehicles	0	26,942	0	0	26,942
144	7203	2017 CHEVY SILVERADO #2239	4/13/2017	39,165	5	27,416	Vehicles	0	39,165	0	0	39,165
145	7205	2017 FORD INTERCEPTOR #2245	5/5/2017	37,627	5	25,710	Vehicles	0	37,627	0	0	37,627
146	7206	2017 FORD INTERCEPTOR #2244	5/1/2017	37,795	5	25,827	Vehicles	0	37,795	0	0	37,795
147	7207	2017 FORD INTERCEPTOR #2243	5/1/2017	37,885	5	25,888	Vehicles	0	37,885	0	0	37,885
148	7208	2017 FORD INTERCEPTOR #2242	5/1/2017	37,875	5	25,879	Vehicles	0	37,875	0	0	37,875
149	7209	2017 FORD INTERCEPTOR #2241	5/1/2017	37,795	5	25,827	Vehicles	0	37,795	0	0	37,795
150	7210	2017 FORD INTERCEPTOR #2240	5/1/2017	37,628	5	25,710	Vehicles	0	37,628	0	0	37,628
151	7212	2017 FORD INTERCEPTOR #2247	5/16/2017	31,128	5	21,269	Vehicles	0	31,128	0	0	31,128
152	7213	2017 FORD INTERCEPTOR #2246	5/16/2017	31,011	5	21,188	Vehicles	0	31,011	0	0	31,011
153	7214	ID CARD PRINTER SYSTEM	5/19/2017	2,362	10	807	Mach. & Equip.	2,362	0	0	0	2,362
154	7216	2017 DODGE CHARGER #2248	6/29/2017	33,939	5	22,624	Vehicles	0	33,939	0	0	33,939
155	7220	2017 FORD INTERCEPTOR #2250	7/25/2017	48,904	5	31,788	Vehicles	0	48,904	0	0	48,904
156	7221	2017 DODGE CHARGER #2249	8/10/2017	34,622	5	21,910	Vehicles	0	34,622	0	0	34,622
157	7222	2017 FORD INTERCEPTOR #2251	8/2/2017	39,607	5	25,021	Vehicles	0	39,607	0	0	39,607
158	7242	TREK POLICE BIKE 19 FLAT BLACK	6/15/2017	1,588	5	1,059	Mach. & Equip.	1,588	0	0	0	1,588
159	7243	TREK POLICE BIKE 19 FLAT BLACK	6/15/2017	1,588	5	1,059	Mach. & Equip.	1,588	0	0	0	1,588
160	7250	WORLD TRADE CENTER DISPLAY	5/31/2017	4,370	10	1,493	Mach. & Equip.	4,370	0	0	0	4,370
161	7282	FITREV C1800 TREADMILL	10/5/2016	2,454	10	982	Mach. & Equip.	2,454	0	0	0	2,454
162	7284	DELL LATITUDE 14 RUGGED 5415 LAPTOP	6/16/2017	1,270	5	847	Mach. & Equip.	1,270	0	0	0	1,270

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Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
163	7286	PROLITE LASER W/PAD	9/26/2017	1,478	5	911	Mach. & Equip.	1,478	0	0	0	1,478
164	7287	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	6/13/2017	1,165	3	1,165	Mach. & Equip.	1,165	0	0	0	1,165
165	7288	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	6/13/2017	1,165	3	1,165	Mach. & Equip.	1,165	0	0	0	1,165
166	7294	AUTO EXTERNAL DEFIBRILLATORS (AED)	6/13/2017	1,165	5	777	Mach. & Equip.	1,165	0	0	0	1,165
167	7295	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	6/13/2017	1,165	5	777	Mach. & Equip.	1,165	0	0	0	1,165
168	7296	AUTO EXTERNAL DEFIBRILLATOR (AED)	6/13/2017	1,165	5	777	Mach. & Equip.	1,165	0	0	0	1,165
169	7297	AUTO EXTERNAL DEFIBRILLATOR (AED)	6/13/2017	1,165	5	777	Mach. & Equip.	1,165	0	0	0	1,165
170	7298	AUTO EXTERNAL DEFIBRILLATOR (AED)	6/13/2017	1,165	5	777	Mach. & Equip.	1,165	0	0	0	1,165
171	7301	JUNGLE GYM CROSSFIT RACKS	10/5/2016	4,100	10	1,640	Mach. & Equip.	4,100	0	0	0	4,100
172	7302	FITREV C8809 ELLIPTICAL	10/5/2016	1,987	10	795	Mach. & Equip.	1,987	0	0	0	1,987
173	7332	POLICE HEADQUARTERS	10/12/2016	8,227,274	30	1,096,710	Facilities	0	0	8,227,274	0	8,227,274
174	7333	REMOTE LIGHT CURTAIN-PHOTOELECTRICSENSOR	9/26/2017	1,221	10	376	Mach. & Equip.	1,221	0	0	0	1,221
175	7334	REMOTE LIGHT CURTAIN-PHOTOELECTRICSENSOR	9/26/2017	1,221	10	376	Mach. & Equip.	1,221	0	0	0	1,221
176	7335	REMOTE LIGHT CURTAIN-PHOTOELECTRICSENSOR	9/26/2017	1,221	10	376	Mach. & Equip.	1,221	0	0	0	1,221
177	7336	REMOTE LIGHT CURTAIN-PHOTOELECTRICSENSOR	9/26/2017	1,221	10	376	Mach. & Equip.	1,221	0	0	0	1,221
178	7353	AUTOMATED LICENSE PLATE READER (ALPR)	12/1/2016	15,145	5	11,574	Mach. & Equip.	15,145	0	0	0	15,145
179	7355	TASER X26P- MELISSA FRANCE	9/25/2017	1,104	5	681	Mach. & Equip.	1,104	0	0	0	1,104
180	7356	TASER X26P- TODD HARRIS	9/25/2017	1,067	5	658	Mach. & Equip.	1,067	0	0	0	1,067
181	7357	TASER X26P- JOSHUA RAPPOPORT	5/17/2017	1,047	5	715	Mach. & Equip.	1,047	0	0	0	1,047
182	7358	TASER X26P- CHRISTIAN LANE	5/17/2017	1,047	5	715	Mach. & Equip.	1,047	0	0	0	1,047
183	7359	TASER X26P- WILFREDO DIAZ	2/16/2017	1,103	5	809	Mach. & Equip.	1,103	0	0	0	1,103
184	7360	TASER X26P	6/14/2017	1,103	5	736	Mach. & Equip.	1,103	0	0	0	1,103
185	7361	TASER X26P	5/26/2017	1,047	5	715	Mach. & Equip.	1,047	0	0	0	1,047
186	7362	TASER X26P	5/26/2017	1,103	5	754	Mach. & Equip.	1,103	0	0	0	1,103
187	7363	TASER X26P - BRYAN REIMUNDY	6/14/2017	1,103	5	736	Mach. & Equip.	1,103	0	0	0	1,103
188	7364	TASER X26P-NICHOLAS PEREZ	2/23/2017	1,355	5	993	Mach. & Equip.	1,355	0	0	0	1,355
189	7376	POWERLITE PROJECTOR TRAINING ROOM	12/9/2016	5,475	5	4,197	Mach. & Equip.	5,475	0	0	0	5,475
190	7377	POWERLITE PROJECTOR BRIEFING ROOM	12/9/2016	3,310	5	2,538	Mach. & Equip.	3,310	0	0	0	3,310
191	7382	DUPLEX FORENSIC EVIDENCE DRYING CABINET	1/23/2017	19,046	7	10,203	Mach. & Equip.	19,046	0	0	0	19,046
192	7394	2018 DODGE CHARGER # 2252	10/13/2017	28,517	5	17,097	Vehicles	0	28,517	0	0	28,517
193	7403	CARDIAC SCIENCE POWERHEART G5 AED	2/26/2018	1,158	5	618	Mach. & Equip.	1,158	0	0	0	1,158
194	7405	CARDIAC SCIENCE POWERHEART G5 AED	2/26/2018	1,158	5	618	Mach. & Equip.	1,158	0	0	0	1,158
195	7406	CARDIAC SCIENCE POWERHEART G5 AED	2/26/2018	1,158	5	618	Mach. & Equip.	1,158	0	0	0	1,158
196	7407	CARDIAC SCIENCE POWERHEART G5 AED	2/26/2018	1,158	2	1,158	Mach. & Equip.	1,158	0	0	0	1,158
197	7408	CARDIAC SCIENCE G5A-80A AED	2/26/2018	1,158	2	1,158	Mach. & Equip.	1,158	0	0	0	1,158
198	7409	CARDIAC SCIENCE G5A-80A AED	2/26/2018	1,158	2	1,158	Mach. & Equip.	1,158	0	0	0	1,158
199	7410	CARDIAC SCIENCE G5A-80A AED	2/26/2018	1,158	2	1,158	Mach. & Equip.	1,158	0	0	0	1,158
200	7411	CARDIAC SCIENCE G5A-80A AED	2/26/2018	1,158	2	1,158	Mach. & Equip.	1,158	0	0	0	1,158
201	7412	PORTABLE LIDAR SPEED MEASUREMENT	11/20/2017	2,459	5	1,434	Mach. & Equip.	2,459	0	0	0	2,459
202	7413	DASH MOUNTED G28 RADAR-VEHICLE #2249	1/16/2018	1,910	5	923	Mach. & Equip.	1,910	0	0	0	1,910
203	7414	DASH MOUNTED G28 RADAR-VEHICLE 2252	1/16/2018	1,910	5	1,051	Mach. & Equip.	1,910	0	0	0	1,910
204	7415	PORTABLE LIDAR SPEED MEASUREMENT	11/20/2017	2,459	5	1,434	Mach. & Equip.	2,459	0	0	0	2,459
205	7416	PORTABLE LIDAR SPEED MEASUREMENT	11/20/2017	2,459	5	1,434	Mach. & Equip.	2,459	0	0	0	2,459
206	7465	TASER X26P PROFESSIONAL	10/13/2017	1,104	5	663	Mach. & Equip.	1,104	0	0	0	1,104
207	7472	2008 INT. MAXXPRO M1224 MWRAP #2262	3/18/2018	174,424	10	42,781	Vehicles	0	174,424	0	0	174,424
208	7523	TASER X26P - SEAN COONS	6/20/2018	1,156	5	539	Mach. & Equip.	1,156	0	0	0	1,156
209	7524	TASER X26P	12/7/2017	1,104	5	626	Mach. & Equip.	1,104	0	0	0	1,104
210	7525	TASER X26P - ROLANDO MICHEL	7/2/2018	1,156	5	520	Mach. & Equip.	1,156	0	0	0	1,156
211	7526	TASER X26P - LASEAN BIGGS	6/20/2018	1,156	5	539	Mach. & Equip.	1,156	0	0	0	1,156
212	7527	TASER X26P	6/20/2018	1,156	5	539	Mach. & Equip.	1,156	0	0	0	1,156
213	7530	2018 JEEP GRAND CHEROKEE #2254	2/15/2018	30,146	10	8,039	Vehicles	0	30,146	0	0	30,146
214	7540	2018 JEEP GRAND CHEROKEE #2253	7/24/2018	30,083	10	6,769	Vehicles	0	30,083	0	0	30,083
215	7555	TASER X26P - GARRET DEATON	8/6/2018	1,156	5	501	Mach. & Equip.	1,156	0	0	0	1,156
216	7556	CARDIAC SCIENCE G5A-80A AED	2/26/2018	1,158	5	618	Mach. & Equip.	1,158	0	0	0	1,158

Appendix 2
City of Clermont
Police Services Impact Fee Analysis

Inventory of Existing Police Capital Equipment, Vehicles, and Facilities (1)

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
217	7560	RAPID ID DEVICE	6/16/2016	0	0	0	Mach. & Equip.	0	0	0	0	0
218	7561	TASER X269 - VICTOR SANCHEZ	2/1/2018	1,156	5	617	Mach. & Equip.	1,156	0	0	0	1,156
219	7571	TASER X26P	5/11/2018	1,156	5	559	Mach. & Equip.	1,156	0	0	0	1,156
220	7572	FIELD TRAINING SOFTWARE	1/5/2018	5,000	5	2,750	Mach. & Equip.	5,000	0	0	0	5,000
221	7576	12 X 24 STORAGE SHED - PD	4/13/2018	4,485	5	2,243	Mach. & Equip.	4,485	0	0	0	4,485
222	7585	AXON X26P TASER-ERIN RAZO	11/13/2017	1,035	5	604	Mach. & Equip.	1,035	0	0	0	1,035
223	7601	AXON TASER X26P	8/17/2018	1,162	5	504	Mach. & Equip.	1,162	0	0	0	1,162
224	7606	2018 DODGE CHARGER #2264	8/24/2018	36,711	5	15,877	Vehicles	0	36,711	0	0	36,711
225	7607	2018 DODGE CHARGER #2265	9/24/2018	36,711	5	15,280	Vehicles	0	36,711	0	0	36,711
226	7608	2018 DODGE CHARGER #2263	9/24/2018	36,828	5	15,329	Vehicles	0	36,828	0	0	36,828
227	7636	INVESTIGATIVE SOFTWARE	11/20/2017	10,499	5	6,124	Mach. & Equip.	10,499	0	0	0	10,499
228	7639	AR-15 RIFLE	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
229	7640	AR-15 RIFLE	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
230	7642	AR-15 RIFLE - W. DELGADO	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
231	7643	AR-15 RIFLE - N. FARZATI	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
232	7644	AR-15 RIFLE - B. JOYNER	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
233	7645	AR-15 RIFLE	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
234	7646	AR-15 RIFLE - J. SAYRE	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
235	7647	AR-15 RIFLE - V. SANCHEZ	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
236	7648	AR-15 RIFLE	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
237	7649	AR-15 RIFLE	1/3/2018	1,284	7	504	Mach. & Equip.	1,284	0	0	0	1,284
238	7650	2018 DODGE CHARGER #2271	8/30/2018	36,859	5	15,858	Vehicles	0	36,859	0	0	36,859
239	7651	2018 DODGE CHARGER #2270	8/30/2018	36,499	5	15,785	Vehicles	0	36,499	0	0	36,499
240	7652	2018 DODGE CHARGER #2269	8/30/2018	36,656	5	15,850	Vehicles	0	36,656	0	0	36,656
241	7653	2018 DODGE CHARGER #2268	8/30/2018	36,626	5	15,838	Vehicles	0	36,626	0	0	36,626
242	7654	2018 DODGE CHARGER #2267	8/30/2018	37,883	5	16,382	Vehicles	0	37,883	0	0	37,883
243	7655	2018 DODGE CHARGER #2266	8/30/2018	35,499	5	15,553	Vehicles	0	35,499	0	0	35,499
244	7656	NIKON CAMERA WITH 18-300 MM LENS	8/30/2018	2,146	5	930	Mach. & Equip.	2,146	0	0	0	2,146
245	7657	2018 NISSAN CARGO VAN #2255	8/30/2018	25,203	5	10,531	Vehicles	0	25,203	0	0	25,203
246	7658	PANASONIC CAMCORDER	8/30/2018	1,158	5	502	Mach. & Equip.	1,158	0	0	0	1,158
247	7659	BODY ARMOR - SGT. SAYRE	8/30/2018	1,680	5	728	Mach. & Equip.	1,680	0	0	0	1,680
248	7660	BODY ARMOR - SRO. SANCHEZ	8/30/2018	1,680	5	728	Mach. & Equip.	1,680	0	0	0	1,680
249	7661	BODY ARMOR - OFC. EVANS	8/30/2018	1,680	5	728	Mach. & Equip.	1,680	0	0	0	1,680
250	7662	DELL LATITUDE 5580	8/30/2018	929	5	403	Mach. & Equip.	929	0	0	0	929
251	7663	DELL LATITUDE 5580	8/30/2018	929	5	403	Mach. & Equip.	929	0	0	0	929
252	7665	DELL LATITUDE 5580	8/30/2018	929	5	403	Mach. & Equip.	929	0	0	0	929
253	7666	DELL LATITUDE 5580	8/30/2018	929	5	403	Mach. & Equip.	929	0	0	0	929
254	7667	DELL LATITUDE 5580	8/30/2018	929	5	403	Mach. & Equip.	929	0	0	0	929
255	7668	DELL LATITUDE 5580	8/30/2018	929	5	403	Mach. & Equip.	929	0	0	0	929
256	7669	DELL LATITUDE 5580	8/30/2018	929	5	403	Mach. & Equip.	929	0	0	0	929
257	7670	DELL LATITUDE 5580	8/30/2018	929	5	403	Mach. & Equip.	929	0	0	0	929
258	7705	MOBILE PRECISION 5530 LAPTOP	9/30/2018	2,329	5	971	Mach. & Equip.	2,329	0	0	0	2,329
259	7740	AXON TASER X26P BATTERY & HOLSTER	10/22/2018	1,156	5	462	Mach. & Equip.	1,156	0	0	0	1,156
260	7741	AXON TASER X26P BATTERY & HOLSTER	10/22/2018	1,156	5	462	Mach. & Equip.	1,156	0	0	0	1,156
261	7802	AXON TASER X26P BATTERY & HOLSTER	11/13/2018	1,156	5	443	Mach. & Equip.	1,156	0	0	0	1,156
262	7812	AXON TASER X26P	11/13/2018	1,156	5	443	Mach. & Equip.	1,156	0	0	0	1,156
263	7813	AXON TASER X26P	11/13/2018	1,156	5	443	Mach. & Equip.	1,156	0	0	0	1,156
264	7814	AXON TASER X26P	11/13/2018	1,156	5	443	Mach. & Equip.	1,156	0	0	0	1,156
265	7822	DELL LATITUDE 5590 LAPTOP	1/24/2019	1,270	5	445	Mach. & Equip.	1,270	0	0	0	1,270
266	7832	DELL LATITUDE 5490 LAPTOP	1/25/2019	1,170	5	409	Mach. & Equip.	1,170	0	0	0	1,170
267	7837	WEATHER STATION AT PD	3/27/2019	14,954	10	2,368	Mach. & Equip.	14,954	0	0	0	14,954
268	7867	TURVISION KIT DOMESTIC	3/8/2019	7,560	5	2,394	Mach. & Equip.	7,560	0	0	0	7,560
269	7878	LATITUDE LAPTOP	4/11/2019	1,170	5	351	Mach. & Equip.	1,170	0	0	0	1,170
270	7879	LATITUDE LAPTOP	4/11/2019	1,170	5	351	Mach. & Equip.	1,170	0	0	0	1,170

Appendix 2
City of Clermont
Police Services Impact Fee Analysis

Inventory of Existing Police Capital Equipment, Vehicles, and Facilities [1]

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
271	7880	LATITUDE LAPTOP	4/11/2019	1,170	5	351	Mach. & Equip.	1,170	0	0	0	1,170
272	7882	LATITUDE LAPTOP	4/11/2019	1,270	5	381	Mach. & Equip.	1,270	0	0	0	1,270
273	7883	LATITUDE LAPTOP	4/11/2019	1,270	5	381	Mach. & Equip.	1,270	0	0	0	1,270
274	7884	LATITUDE LAPTOP	4/11/2019	1,270	5	381	Mach. & Equip.	1,270	0	0	0	1,270
275	7885	LATITUDE LAPTOP	4/11/2019	1,270	5	381	Mach. & Equip.	1,270	0	0	0	1,270
276	7886	LATITUDE LAPTOP	4/11/2019	1,270	5	381	Mach. & Equip.	1,270	0	0	0	1,270
277	7887	LATITUDE LAPTOP	4/11/2019	1,270	5	381	Mach. & Equip.	1,270	0	0	0	1,270
278	7888	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
279	7889	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
280	7890	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
281	7891	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
282	7892	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
283	7893	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
284	7894	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
285	7895	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
286	7896	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	5/23/2019	1,152	5	327	Mach. & Equip.	1,152	0	0	0	1,152
287	7897	ARMOR VEST - CHAD EDMONDSON	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
288	7898	ARMOR VEST - JASON SAYRE	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
289	7899	ARMOR VEST - JEREMIAH AVILA	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
290	7900	ARMOR VEST - WILSON DELGADO	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
291	7901	ARMOR VEST - BRENT JOYNER	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
292	7902	ARMOR VEST - MARC THOMPSON	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
293	7903	ARMOR VEST - MARK MARSHALL	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
294	7904	ARMOR VEST - OSCAR RAZO	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
295	7905	ARMOR VEST - UZIEL DUBI	5/2/2019	1,920	5	544	Mach. & Equip.	1,920	0	0	0	1,920
296	7909	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
297	7910	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
298	7911	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
299	7912	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
300	7913	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
301	7914	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
302	7915	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
303	7916	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
304	7917	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
305	7918	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
306	7919	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
307	7920	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
308	7921	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
309	7922	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
310	7923	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
311	7924	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
312	7925	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
313	7926	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
314	7927	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
315	7928	PUBLIC SAFETY APX 6500 RADIO	12/10/2018	3,669	10	673	Mach. & Equip.	3,669	0	0	0	3,669
316	7929	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
317	7930	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
318	7931	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
319	7932	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
320	7933	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
321	7934	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
322	7935	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
323	7936	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
324	7937	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
325	7938	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
326	7939	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
327	7940	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
328	7941	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
329	7942	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
330	7943	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
331	7944	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
332	7945	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
333	7946	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
334	7947	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
335	7948	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
336	7949	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
337	7950	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
338	7951	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
339	7952	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
340	7953	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
341	7954	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
342	7955	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
343	7956	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
344	7957	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
345	7958	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
346	7959	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
347	7960	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
348	7961	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
349	7962	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
350	7963	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
351	7964	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
352	7965	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
353	7966	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
354	7967	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
355	7968	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
356	7969	CITY LAW APX 6000 RADIO	12/10/2018	3,830	1							

Appendix 2
City of Clermont
Police Services Impact Fee Analysis

Inventory of Existing Police Capital Equipment, Vehicles, and Facilities (1)

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
379	7992	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
380	7993	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
381	7994	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
382	7995	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
383	7996	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
384	7997	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
385	7998	CITY LAW APX 6000 RADIO	12/10/2018	3,830	10	702	Mach. & Equip.	3,830	0	0	0	3,830
386	7999	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
387	8000	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
388	8001	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
389	8002	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
390	8003	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
391	8004	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
392	8005	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
393	8006	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
394	8007	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
395	8008	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
396	8009	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
397	8010	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
398	8011	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
399	8012	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
400	8013	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
401	8014	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
402	8015	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
403	8016	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
404	8017	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
405	8018	CITY LAW APX 6000 RADIO	12/10/2018	3,734	10	685	Mach. & Equip.	3,734	0	0	0	3,734
406	8143	LAFAYETTE POLYGRAPH	8/30/2019	6,356	10	742	Mach. & Equip.	6,356	0	0	0	6,356
407	8144	2019 DODGE CHARGER #2272	3/14/2019	39,402	5	11,727	Vehicles	0	39,402	0	0	39,402
408	8145	2019 DODGE CHARGER #2273	3/14/2019	43,947	5	13,917	Vehicles	0	43,947	0	0	43,947
409	8146	2019 DODGE CHARGER #2274	3/14/2019	39,189	5	11,660	Vehicles	0	39,189	0	0	39,189
410	8147	2019 DODGE CHARGER #2275	3/14/2019	39,189	5	11,660	Vehicles	0	39,189	0	0	39,189
411	8148	2019 DODGE CHARGER #2276	3/14/2019	43,947	5	13,917	Vehicles	0	43,947	0	0	43,947
412	8150	2019 DODGE CHARGER #2278	3/14/2019	43,947	5	13,917	Vehicles	0	43,947	0	0	43,947
413	8151	2019 DODGE CHARGER #2279	3/14/2019	30,962	5	9,805	Vehicles	0	30,962	0	0	30,962
414	8297	TASER X26P	7/2/2019	1,205	5	301	Mach. & Equip.	1,205	0	0	0	1,205
415	8298	TASER X26P	7/2/2019	1,205	5	301	Mach. & Equip.	1,205	0	0	0	1,205
416	8299	TASER X26P	7/2/2019	1,205	5	301	Mach. & Equip.	1,205	0	0	0	1,205
417	8301	TASER X26P	10/8/2019	1,269	5	254	Mach. & Equip.	1,269	0	0	0	1,269
418	8304	TASER X26P	5/30/2019	1,205	5	341	Mach. & Equip.	1,205	0	0	0	1,205
419	8305	TASER X26P	5/30/2019	1,205	5	341	Mach. & Equip.	1,205	0	0	0	1,205
420	8306	TASER X26P	9/19/2019	1,205	5	261	Mach. & Equip.	1,205	0	0	0	1,205
421	8307	TASER X26P	9/19/2019	1,205	5	261	Mach. & Equip.	1,205	0	0	0	1,205
422	8309	TASER X26P	8/7/2019	1,205	5	281	Mach. & Equip.	1,205	0	0	0	1,205
423	8310	2019 CHEVY TAHOE #2282	6/27/2019	54,583	5	14,462	Vehicles	0	54,583	0	0	54,583
424	8311	2019 TOYOTA CAMRY #2283	8/14/2019	30,612	5	7,077	Vehicles	0	30,612	0	0	30,612
425	8312	2019 JEEP GRAND CHEROKEE #2281	8/14/2019	30,860	5	7,201	Vehicles	0	30,860	0	0	30,860
426	8325	LATTITUDE 5400 BTX BASE	8/29/2019	1,137	5	265	Mach. & Equip.	1,137	0	0	0	1,137
427	8401	POLICE SOFTWARE - PERSONA	4/10/2019	2,716	5	815	Mach. & Equip.	2,716	0	0	0	2,716
428	8532	ARMOR VEST - OFC DEATON	7/7/2020	2,069	5	103	Mach. & Equip.	2,069	0	0	0	2,069
429	8533	ARMOR VEST - OFC EVANS	7/7/2020	2,069	5	103	Mach. & Equip.	2,069	0	0	0	2,069
430	8538	TASER X26P	8/27/2020	1,263	5	42	Mach. & Equip.	1,263	0	0	0	1,263
431	8539	TASER X26P	8/27/2020	1,263	5	42	Mach. & Equip.	1,263	0	0	0	1,263
432	8568	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	9/21/2020	1,195	5	20	Mach. & Equip.	1,195	0	0	0	1,195

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City of Clermont
Police Services Impact Fee Analysis

Inventory of Existing Police Capital Equipment, Vehicles, and Facilities [1]

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
433	8569	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	9/21/2020	1,195	5	20	Mach. & Equip.	1,195	0	0	0	1,195
434	8570	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	9/21/2020	1,195	5	20	Mach. & Equip.	1,195	0	0	0	1,195
435	8571	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	9/21/2020	1,195	5	20	Mach. & Equip.	1,195	0	0	0	1,195
436	8572	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	9/21/2020	1,195	5	20	Mach. & Equip.	1,195	0	0	0	1,195
437	8573	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	9/21/2020	1,195	5	20	Mach. & Equip.	1,195	0	0	0	1,195
438	8574	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	9/21/2020	1,195	5	20	Mach. & Equip.	1,195	0	0	0	1,195
439	8575	AUTOMATED EXTERNAL DEFIBRILLATOR (AED)	9/21/2020	1,195	5	20	Mach. & Equip.	1,195	0	0	0	1,195
440	8607	CRIME SCENE BARRIER	6/4/2020	5,214	5	348	Mach. & Equip.	5,214	0	0	0	5,214
441	8610	RIFLE WITH RED DOT SIGHT 1	4/10/2020	1,053	10	53	Mach. & Equip.	1,053	0	0	0	1,053
442	8611	RIFLE WITH RED DOT SIGHT 2	4/10/2020	1,053	10	53	Mach. & Equip.	1,053	0	0	0	1,053
443	8612	RIFLE WITH RED DOT SIGHT 3	4/10/2020	1,053	10	53	Mach. & Equip.	1,053	0	0	0	1,053
444	8613	RIFLE WITH RED DOT SIGHT 4	4/10/2020	1,053	10	53	Mach. & Equip.	1,053	0	0	0	1,053
445	8614	RIFLE WITH RED DOT SIGHT 5	4/10/2020	1,053	10	53	Mach. & Equip.	1,053	0	0	0	1,053
446	8615	RIFLE WITH RED DOT SIGHT 6	4/10/2020	1,053	10	53	Mach. & Equip.	1,053	0	0	0	1,053
447	8617	DELL LATITUDE 5400 LAPTOP	7/8/2020	1,137	3	95	Mach. & Equip.	1,137	0	0	0	1,137
448	8618	DELL LATITUDE 5400 LAPTOP	5/6/2020	1,137	3	95	Mach. & Equip.	1,137	0	0	0	1,137
449	8619	DELL LATITUDE 5400 LAPTOP	5/6/2020	1,137	3	95	Mach. & Equip.	1,137	0	0	0	1,137
450	8620	DELL LATITUDE 5400 LAPTOP	5/6/2020	1,137	3	95	Mach. & Equip.	1,137	0	0	0	1,137
451	8621	DELL LATITUDE 5400 LAPTOP	5/6/2020	1,137	3	95	Mach. & Equip.	1,137	0	0	0	1,137
452	8622	DELL LATITUDE 5400 LAPTOP	5/6/2020	1,137	3	95	Mach. & Equip.	1,137	0	0	0	1,137
453	8632	HOSTAGE NEGOTIATION EQUIPMENT	3/27/2020	1,581	5	184	Mach. & Equip.	1,581	0	0	0	1,581
454	8635	TRIBACH ADAPTER WITH LASER	3/31/2020	4,336	5	506	Mach. & Equip.	4,336	0	0	0	4,336
455	8636	TRUSPEED SOFTWARE	3/31/2020	3,590	5	419	Mach. & Equip.	3,590	0	0	0	3,590
456	8644	TASER X26P	8/21/2020	1,263	5	42	Mach. & Equip.	1,263	0	0	0	1,263
457	8645	TASER X26P	9/15/2020	1,372	5	23	Mach. & Equip.	1,372	0	0	0	1,372
458	8646	TASER X26P	9/15/2020	1,372	5	23	Mach. & Equip.	1,372	0	0	0	1,372
459	8647	TASER X26P	4/19/2020	1,433	5	143	Mach. & Equip.	1,433	0	0	0	1,433
460	8648	TASER X26P	4/19/2020	1,433	5	143	Mach. & Equip.	1,433	0	0	0	1,433
461	8669	DELL PRECISION 3630 TOWER	3/13/2020	3,306	5	275	Mach. & Equip.	3,306	0	0	0	3,306
462	8672	DELL LATITUDE 5400 LAPTOP	9/30/2020	1,137	3	32	Mach. & Equip.	1,137	0	0	0	1,137
463	8673	DELL LATITUDE 5400 LAPTOP	9/30/2020	1,137	3	32	Mach. & Equip.	1,137	0	0	0	1,137
464	8674	DELL LATITUDE 5400 LAPTOP	9/30/2020	1,137	3	32	Mach. & Equip.	1,137	0	0	0	1,137
465	8703	GENERATOR CONTROLLER REPLACEMENT	9/30/2020	4,426	5	74	Mach. & Equip.	4,426	0	0	0	4,426
466	8733	INTERVIEW ROOM NETWORK CAMERA	11/2/2020	1,362	5	0	Mach. & Equip.	1,362	0	0	0	1,362
467	8812	TASER X26P	4/26/2021	1,320	5	0	Mach. & Equip.	1,320	0	0	0	1,320
468	8813	TASER X26P	6/14/2021	1,163	5	0	Mach. & Equip.	1,163	0	0	0	1,163
469	8814	TASER X26P	4/26/2021	1,320	5	0	Mach. & Equip.	1,320	0	0	0	1,320
470	8815	TASER X26P	4/26/2021	1,320	5	0	Mach. & Equip.	1,320	0	0	0	1,320
471	8816	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
472	8817	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
473	8818	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
474	8819	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
475	8820	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
476	8821	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
477	8822	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
478	8823	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
479	8824	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
480	8825	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
481	8826	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
482	8827	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
483	8828	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
484	8829	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
485	8830	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
486	8831	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671

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Inventories of Existing Police Capital Equipment, Vehicles, and Facilities (1)

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Accum Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
487	8832	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
488	8833	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
489	8834	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
490	8835	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
491	8836	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
492	8837	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
493	8838	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
494	8839	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
495	8840	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
496	8841	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
497	8842	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
498	8843	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
499	8844	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
500	8845	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
501	8846	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
502	8847	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
503	8848	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
504	8849	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
505	8850	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
506	8851	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
507	8852	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
508	8853	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
509	8854	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
510	8855	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
511	8856	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
512	8857	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
513	8858	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
514	8859	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
515	8860	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
516	8861	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
517	8862	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
518	8863	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
519	8864	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
520	8865	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
521	8866	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
522	8867	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
523	8868	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
524	8869	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
525	8870	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
526	8871	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
527	8872	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
528	8873	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
529	8874	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
530	8875	BODYWORN CAMERA AND HOLSTER	12/2/2020	3,671	5	0	Mach. & Equip.	3,671	0	0	0	3,671
531	8881	DIGITAL ALLY ADDED TO EXISTING VEHICLE	2/28/2019	4,055	3	2,253	Mach. & Equip.	4,055	0	0	0	4,055
532	8885	TASER X26P	8/11/2021	1,320	5	0	Mach. & Equip.	1,320	0	0	0	1,320
533	8886	TASER X26P	8/11/2021	1,320	5	0	Mach. & Equip.	1,320	0	0	0	1,320
534	8887	TASER X26P	8/11/2021	1,320	5	0	Mach. & Equip.	1,320	0	0	0	1,320
535	8909	DELL LATITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134
536	8910	DELL LATITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134
537	8911	DELL LATITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134
538	8912	DELL LATITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134
539	8913	DELL LATITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134
540	8914	DELL LATITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134

Appendix 2
City of Clermont
Police Services Impact Fee Analysis

Inventory of Existing Police Capital Equipment, Vehicles, and Facilities [1]

Line No.	Asset #	Description	Date Acq.	Acq. Cost	Est. Useful Life	LTD Acconm Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
541	8915	DELL LATITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134
542	8916	DELL LATITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134
543	8917	POLICE DOG	4/7/2021	12,000	8	0	Mach. & Equip.	12,000	0	0	0	12,000
544	8918	RADAR SPEED SIGN #1	12/12/2020	2,949	5	0	Mach. & Equip.	2,949	0	0	0	2,949
545	8919	RADAR SPEED SIGN #2	12/12/2020	2,949	5	0	Mach. & Equip.	2,949	0	0	0	2,949
546	8920	RADAR SPEED SIGN #3	12/12/2020	2,949	5	0	Mach. & Equip.	2,949	0	0	0	2,949
547	8921	DELL LATITUDE 5420 LAPTOP	9/30/2021	1,498	3	0	Mach. & Equip.	1,498	0	0	0	1,498
548	8922	DELL LATITUDE 5420 LAPTOP	9/30/2021	1,498	3	0	Mach. & Equip.	1,498	0	0	0	1,498
549	8923	DELL LATITUDE 5420 LAPTOP	9/30/2021	1,498	3	0	Mach. & Equip.	1,498	0	0	0	1,498
550	8924	DELL LATITUDE 5420 LAPTOP	9/30/2021	1,498	3	0	Mach. & Equip.	1,498	0	0	0	1,498
551	8925	DELL LATITUDE 5420 LAPTOP	9/30/2021	1,498	3	0	Mach. & Equip.	1,498	0	0	0	1,498
552	8926	DELL LATITUDE 5420 LAPTOP	9/30/2021	1,498	3	0	Mach. & Equip.	1,498	0	0	0	1,498
553	8927	DELL LATITUDE 5420 LAPTOP	9/30/2021	1,498	3	0	Mach. & Equip.	1,498	0	0	0	1,498
554	8928	COPLOGIC SOFTWARE	6/23/2021	6,500	10	0	Mach. & Equip.	6,500	0	0	0	6,500
555	8929	MOUNTED RADAR #1	3/22/2021	3,217	5	0	Mach. & Equip.	3,217	0	0	0	3,217
556	8930	MOUNTED RADAR #2	3/22/2021	3,217	5	0	Mach. & Equip.	3,217	0	0	0	3,217
557	8931	MOUNTED RADAR #3	3/22/2021	3,217	5	0	Mach. & Equip.	3,217	0	0	0	3,217
558	8963	LATTITUDE 5410 LAPTOP	12/15/2020	1,134	3	0	Mach. & Equip.	1,134	0	0	0	1,134
559	8974	DELL LATITUDE 5420 LAPTOP	6/8/2021	1,464	3	0	Mach. & Equip.	1,464	0	0	0	1,464
560	9162	ARMOR VEST - PADON	11/23/2020	1,188	5	0	Mach. & Equip.	1,188	0	0	0	1,188
561	9163	ARMOR VEST - BURGOS	11/23/2020	1,188	5	0	Mach. & Equip.	1,188	0	0	0	1,188
562	9164	ARMOR VEST - CLARK	11/23/2020	1,188	5	0	Mach. & Equip.	1,188	0	0	0	1,188
563	9165	ARMOR VEST - DUNCAN	11/23/2020	1,188	5	0	Mach. & Equip.	1,188	0	0	0	1,188
564	9166	ARMOR VEST - BARNES	11/23/2020	1,188	5	0	Mach. & Equip.	1,188	0	0	0	1,188
565	9167	ARMOR VEST - BERRIDGE	11/23/2020	1,188	5	0	Mach. & Equip.	1,188	0	0	0	1,188
566	9168	ARMOR VEST - CAMACHO	11/23/2020	1,188	5	0	Mach. & Equip.	1,188	0	0	0	1,188
567	9169	APX 6000 PORTABLE RADIO	11/13/2020	3,789	10	0	Mach. & Equip.	3,789	0	0	0	3,789
568	9170	APX 6000 PORTABLE RADIO	11/13/2020	3,789	10	0	Mach. & Equip.	3,789	0	0	0	3,789
569	9171	APX 6000 PORTABLE RADIO	11/13/2020	3,789	10	0	Mach. & Equip.	3,789	0	0	0	3,789
570	9172	APX 6000 PORTABLE RADIO	11/13/2020	3,789	10	0	Mach. & Equip.	3,789	0	0	0	3,789
571	9173	APX 6000 PORTABLE RADIO	11/23/2020	53,403	7	0	Vehicles	0	53,403	0	0	53,403
572	9174	2020 FORD EXPLORER INTERCEPTOR #2286	11/23/2020	53,293	7	0	Vehicles	0	53,293	0	0	53,293
573	9175	2020 FORD EXPLORER INTERCEPTOR #2287	11/23/2020	53,403	7	0	Vehicles	0	53,403	0	0	53,403
574	9176	2020 FORD EXPLORER INTERCEPTOR #2288	11/23/2020	53,403	7	0	Vehicles	0	53,403	0	0	53,403
575	9177	2020 FORD EXPLORER INTERCEPTOR #2289	11/23/2020	53,418	7	0	Vehicles	0	53,418	0	0	53,418
576	9178	2020 FORD EXPLORER INTERCEPTOR #2290	11/23/2020	53,418	7	0	Vehicles	0	53,418	0	0	53,418
577	9179	2020 FORD EXPLORER INTERCEPTOR #2291	11/23/2020	53,403	7	0	Vehicles	0	53,403	0	0	53,403
578	9180	2020 FORD EXPLORER INTERCEPTOR #2292	11/23/2020	53,403	7	0	Vehicles	0	53,403	0	0	53,403
579	9181	2020 FORD EXPLORER #2293	11/23/2020	52,326	7	0	Vehicles	0	52,326	0	0	52,326
580		Total		<u>\$13,663,478</u>				<u>\$1,499,904</u>	<u>\$3,834,265</u>	<u>\$8,329,308</u>	<u>\$0</u>	<u>\$13,663,478</u>

Footnotes:

[1] Amounts shown as provided by the City as of September 30, 2021.

Inventory of Existing Fire Capital Equipment, Vehicles, and Facilities (1)

																		Total
L	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acct Cost	Est Useful Life	LTD	Depreciation	Asset Allocation Factor	Inventory & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Historical Cost
1	Station Information	5181	FIRE STATION #2 DESIGN	20	202	2202	FIRE STATION #2	9/6/1999	\$34,993	10	\$34,993	Facilities	0	\$0	\$0	\$34,993	\$0	\$34,993
2	Station Information	5148	FIRE STATION #1	20	202	2201	FIRE STATION #1	9/6/1999	\$99,605	10	\$99,605	Facilities	0	\$0	\$0	\$99,605	\$0	\$99,605
3	Station Information	5182	FIRE STATION #2	20	202	2202	FIRE STATION #2	9/30/2001	\$10,992	10	\$10,992	Facilities	0	\$0	\$0	\$10,992	\$0	\$10,992
4	Station Information	5117	433463 W HWY 9 FS#1	10	101	2201	FIRE STATION #1	2/25/2001	106,097	100	0	Facilities	0	\$0	\$0	106,097	\$0	106,097
5	Station Information	5118	PARTIAL PROPERTY OF FS #1	10	101	2201	FIRE STATION #1	6/9/2008	158,008	100	0	Facilities	0	\$0	\$0	158,008	\$0	158,008
6	Station Information	5002	FIRE STATION #3 PROPERTY	20	202	2203	FIRE STATION #3	10/1/2008	436,449	90	\$0	Facilities	0	\$0	\$0	436,449	\$0	436,449
7	Station Information	5008	FIRE ADMIN BLDG STATION #1	20	202	2201	FIRE STATION #1	9/9/2008	1,343,911	10	1,343,911	Facilities	0	\$0	\$0	1,343,911	\$0	1,343,911
8	Station Information	6197	FIRE STATION #2 ADDITIONS	20	202	2202	FIRE STATION #2	9/9/2009	471,451	10	471,451	Facilities	0	\$0	\$0	471,451	\$0	471,451
9	Station Information	6353	FIRE STATION #3	20	202	2203	FIRE STATION #3	9/30/2010	1,805,495	20	\$902,748	Facilities	0	\$0	\$0	1,805,495	\$0	1,805,495
10	Station Information	7120	JDMT FIRE STATION #4 WITH LASE CO WEST HIGHWAY 93 GLENNMONT LOT 15 BLK 44	10	101	2201	FIRE STATION #1	9/23/2016	37,324	100	0	Facilities	0	\$0	\$0	37,324	\$0	37,324
11	Station Information	7244	ROOF REPLACEMENT FIRE STATION #1	20	202	2201	FIRE STATION #1	8/27/2021	140,457	15	0	Facilities	0	\$0	\$0	140,452	\$0	140,452
12	Station Information	9123	OVERHEAD GARAGE DOORS FS#1	20	202	2201	FIRE STATION #1	9/30/2010	18,000	7	3,571	Facilities	0	\$0	\$0	18,000	\$0	18,000
13	Station Information	7807	OVERHEAD GARAGE DOORS FS#1	20	202	2201	FIRE STATION #1	8/21/2009	3,049	10	3,049	Facilities	0	\$0	\$0	3,049	\$0	3,049
14	Station Information	7808	OVERHEAD GARAGE DOORS FS#2	20	202	2201	FIRE STATION #1	9/18/2009	5,625	3	5,625	Mach & Equip	0	\$0	\$0	5,625	\$0	5,625
15	Station Information	6365	BUC STORES/STORMERS FS #1	40	403	2201	FIRE STATION #1	1/6/2009	1,659	5	1,659	Mach & Equip	0	\$0	\$0	1,659	\$0	1,659
16	Station Information	6379	CONNECT BUC TO GENERATOR	20	202	2201	FIRE STATION #1	12/29/2009	4,068	10	4,068	Mach & Equip	0	\$0	\$0	4,068	\$0	4,068
17	Station Equipment	5590	ICE O-MATIC ICE MACHINE	40	403	2201	FIRE STATION #1	12/29/2009	2,210	10	2,210	Mach & Equip	0	\$0	\$0	2,210	\$0	2,210
18	Station Equipment	5918	COMPAR FILL STATION	40	404	2201	FIRE STATION #1	12/29/2009	1,241	10	1,241	Mach & Equip	0	\$0	\$0	1,241	\$0	1,241
19	Station Equipment	5963	4 BOTTLE BREATHING AIR STORAGE SYSTEMS	40	404	2201	FIRE STATION #1	12/29/2009	2,210	10	2,210	Mach & Equip	0	\$0	\$0	2,210	\$0	2,210
20	Station Equipment	5969	CONFERENCE TABLE # 1 (4 CHAIRS)	40	403	2201	FIRE STATION #1	12/29/2009	1,241	10	1,241	Mach & Equip	0	\$0	\$0	1,241	\$0	1,241
21	Station Equipment	5974	CAMPBELL HAUSEFIELD A/C COMPRESSOR	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
22	Station Equipment	6000	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
23	Station Equipment	6524	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
24	Station Equipment	6525	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
25	Station Equipment	6526	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
26	Station Equipment	6527	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
27	Station Equipment	6528	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
28	Station Equipment	6529	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
29	Station Equipment	6530	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
30	Station Equipment	6531	FILE CABINET	40	403	2201	FIRE STATION #1	6/22/2001	146	10	146	Mach & Equip	146	\$0	\$0	146	\$0	146
31	Station Equipment	6610	HOES TESTER	40	404	2203	FIRE STATION #3	10/16/2001	1,895	10	1,895	Mach & Equip	1,895	\$0	\$0	1,895	\$0	1,895
32	Station Equipment	6171	DELL 2400P PROJECTOR	40	403	2201	FIRE STATION #1	3/12/2007	5,900	5	1,180	Mach & Equip	1,180	\$0	\$0	1,180	\$0	1,180
33	Station Equipment	6172	COMPUTER SERVER POWER EDGE 2906	40	403	2201	FIRE STATION #1	9/14/2007	5,766	5	5,766	Mach & Equip	5,766	\$0	\$0	5,766	\$0	5,766
34	Station Equipment	5008	SAMSUNG 30ST MONITOR	40	403	2201	FIRE STATION #1	2/1/2008	1,199	5	1,199	Mach & Equip	1,199	\$0	\$0	1,199	\$0	1,199
35	Station Equipment	5048	ADGEN ICE O-MATIC ICE MACHINE	40	404	2202	FIRE STATION #2	2/8/2008	1,659	5	1,659	Mach & Equip	1,659	\$0	\$0	1,659	\$0	1,659
36	Station Equipment	5001	TRADEWINDS GEN-SET 10-600 GENERATOR	40	404	2202	FIRE STATION #2	9/19/2008	28,311	10	28,311	Mach & Equip	28,311	\$0	\$0	28,311	\$0	28,311
37	Station Equipment	5008	FIRE ADMIN CONFERENCE TABLE	40	403	2201	FIRE STATION #1	9/30/2008	4,408	5	4,408	Mach & Equip	4,408	\$0	\$0	4,408	\$0	4,408
38	Station Equipment	5072	FIRE ADMIN LIBRARY TABLE	40	403	2201	FIRE STATION #1	9/30/2008	623	5	623	Mach & Equip	623	\$0	\$0	623	\$0	623
39	Station Equipment	5077	GE RANGE	40	403	2201	FIRE STATION #1	9/30/2008	743	5	743	Mach & Equip	743	\$0	\$0	743	\$0	743
40	Station Equipment	5075	LG FLAT SCREEN TV	40	403	2201	FIRE STATION #1	9/30/2008	1,090	5	1,090	Mach & Equip	1,090	\$0	\$0	1,090	\$0	1,090
41	Station Equipment	5074	LG FLAT SCREEN TV	40	403	2201	FIRE STATION #1	9/30/2008	1,090	5	1,090	Mach & Equip	1,090	\$0	\$0	1,090	\$0	1,090
42	Station Equipment	5366	FIREBOX INTERFACE INTERCOM BASE	40	404	2201	FIRE STATION #1	3/6/2009	8,143	5	8,143	Mach & Equip	8,143	\$0	\$0	8,143	\$0	8,143
43	Station Equipment	6314	USMC MAC UNIFORM WASHER	40	404	2203	FIRE STATION #3	9/14/2009	9,006	5	9,006	Mach & Equip	9,006	\$0	\$0	9,006	\$0	9,006
44	Station Equipment	6315	USMC MAC TURN-OUT GEAR DRYING CABINET	40	404	2203	FIRE STATION #3	9/14/2009	5,715	5	5,715	Mach & Equip	5,715	\$0	\$0	5,715	\$0	5,715
45	Station Equipment	6412	PULL CUBE CURT-CUT GEAR DRYING CABINET	40	404	2203	FIRE STATION #3	12/9/2009	1,728	5	1,728	Mach & Equip	1,728	\$0	\$0	1,728	\$0	1,728
46	Station Equipment	6413	TELT BLACK GRANITE #1 MEMORIALS	30	305	2201	FIRE STATION #1	2/26/2010	5,942	10	5,942	Mach & Equip	5,942	\$0	\$0	5,942	\$0	5,942
47	Station Equipment	6653	LEFTMASTER GATE CUPBER	40	404	2201	FIRE STATION #1	11/29/2013	3,900	5	3,900	Mach & Equip	3,900	\$0	\$0	3,900	\$0	3,900
48	Station Equipment	6653	LEFTMASTER GATE CUPBER	40	404	2201	FIRE STATION #1	12/7/2014	18,841	3	18,841	Mach & Equip	18,841	\$0	\$0	18,841	\$0	18,841
49	Station Equipment	6653	MAISO 20V 60HZ COMPRESSOR TELL VILL STATION	40	404	2201	FIRE STATION #1	5/19/2017	19,561	10	6,684	Mach & Equip	19,561	\$0	\$0	19,561	\$0	19,561
50	Station Equipment	7281	MCGROFT SURFACE PRO	40	404	2201	FIRE STATION #1	2/8/2018	1,925	5	1,925	Mach & Equip	1,925	\$0	\$0	1,925	\$0	1,925
51	Station Equipment	7282	MCGROFT SURFACE PRO	40	404	2201	FIRE STATION #1	2/8/2018	1,925	5	1,925	Mach & Equip	1,925	\$0	\$0	1,925	\$0	1,925
52	Station Equipment	7513	FITNESS EQUIPMENT @ FIRE STATION # 2	40	404	2202	FIRE STATION #2	6/7/2018	4,142	10	966	Mach & Equip	4,142	\$0	\$0	4,142	\$0	4,142
53	Station Equipment	7514	FITNESS EQUIPMENT @ STATION # 1	40	404	2201	FIRE STATION #1	6/7/2018	4,142	10	966	Mach & Equip	4,142	\$0	\$0	4,142	\$0	4,142
54	Station Equipment	7633	FITNESS EQUIPMENT @ STATION # 4	40	404	2204	FIRE STATION #4	4/7/2018	4,142	10	966	Mach & Equip	4,142	\$0	\$0	4,142	\$0	4,142
55	Station Equipment	7830	DELL LATITUDE 5590 LAPTOP	40	403	2202	FIRE STATION #2	11/17/2010	1,270	5	445	Mach & Equip	1,270	\$0	\$0	1,270	\$0	1,270
56	Station Equipment	7831	DELL LATITUDE 5590 LAPTOP	40	403	2203	FIRE STATION #3	11/17/2010	1,270	5	445	Mach & Equip	1,270	\$0	\$0	1,270	\$0	1,270
57	Station Equipment	7905	LATITUDE 5590 LAPTOP	40	403	2203	FIRE STATION #3	11/17/2010	1,270	5	445	Mach & Equip	1,270	\$0	\$0	1,270	\$0	1,270
58	Station Equipment	7907	LATITUDE 5590 LAPTOP	40	403	2202	FIRE STATION #2	11/17/2010	1,270	5	445	Mach & Equip	1,270	\$0	\$0	1,270	\$0	1,270
59	Station Equipment	8666	WIFI LOCK FOR ACCESS CONTROL FS1	40	404	2201	FIRE STATION #1	4/17/2020	11,016	5	1,102	Mach & Equip	11,016	\$0	\$0	11,016	\$0	11,016
60	Station Equipment	8667	WIFI LOCK FOR ACCESS CONTROL FS2	40	404	2202	FIRE STATION #2	4/17/2020	11,016	5	1,102	Mach & Equip	11,016	\$0	\$0	11,016	\$0	11,016
61	Station Equipment	8668	WIFI LOCK FOR ACCESS CONTROL FS3	40	404	2203	FIRE STATION #3	4/17/2020	11,016	5	1,102	Mach & Equip	11,016	\$0	\$0	11,016	\$0	11,016
62	Station Equipment	8616	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	5/17/2020	1,966	3	273	Mach & Equip	1,966	\$0	\$0	1,966	\$0	1,966
63	Station Equipment	8811	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	5/17/2020	1,966	3	273	Mach & Equip	1,966	\$0	\$0	1,966	\$0	1,966
64	Station Equipment	8814	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	5/17/2020	1,966	3	273	Mach & Equip	1,966	\$0	\$0	1,966	\$0	1,966
65	Station Equipment	8585	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	5/17/2020	1,966	3	273	Mach & Equip	1,966	\$0	\$0	1,966	\$0	1,966
66	Station Equipment	8589	FITNESS EQUIPMENT @ FIRE STATION #3	40	404	2201	FIRE STATION #1	5/4/2020	4,684	10	150	Mach & Equip	4,684	\$0	\$0	4,684	\$0	4,684
67	Station Equipment	8701	DVD PLAYER	40	404	2201	FIRE STATION #1	9/30/2020	1,083	5	0	Mach & Equip	1,083	\$0	\$0	1,083	\$0	1,083
68	Station Equipment	8702	PROJECTOR	40	404	2201	FIRE STATION #1	9/30/2020	1,083	5	0	Mach & Equip	1,083	\$0	\$0	1,083	\$0	1,083
69	Station Equipment	8703	RECEIVER	40	404	2201	FIRE STATION #1	9/30/2020	1,083	5	0	Mach & Equip	1,083	\$0	\$0	1,083	\$0	1,083
70	Station Equipment	8736	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	11/9/2020	2,254	3	0	Mach & Equip	2,254	\$0	\$0	2,254	\$0	2,254
71	Station Equipment	8737	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	11/9/2020	2,254	3	0	Mach & Equip	2,254	\$0	\$0	2,254	\$0	2,254
72	Station Equipment	8738	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	11/9/2020	2,254	3	0	Mach & Equip</						

Appendix 1
City of Clermont
Fire Rescues Services Impact Fee Analysis
Inventory of Existing Fire Capital Equipment, Vehicles and Facilities (1)

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Useful Life	LTD Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
76	Station Equipment	8743	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	11/8/2020	2,254	3	0	Mach & Equip	2,254	0	0	0	2,254
77	Station Equipment	8743	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	11/8/2020	2,254	3	0	Mach & Equip	2,254	0	0	0	2,254
78	Station Equipment	8744	DELL PRECISION 5540 LAPTOP	40	403	1005	FIRE STATION ADMIN	1/8/2021	1,050	5	0	Mach & Equip	1,050	0	0	0	1,050
79	Station Equipment	8937	IPAD PRO #1	40	404	1005	FIRE STATION ADMIN	1/8/2021	1,050	5	0	Mach & Equip	1,050	0	0	0	1,050
80	Station Equipment	8938	IPAD PRO #2	40	404	1005	FIRE STATION ADMIN	1/8/2021	1,050	5	0	Mach & Equip	1,050	0	0	0	1,050
81	Station Equipment	8939	IPAD PRO #3	40	404	1005	FIRE STATION ADMIN	1/8/2021	1,050	5	0	Mach & Equip	1,050	0	0	0	1,050
82	Station Equipment	8789	MONDOPAD WITH CART - FIRE	40	404	1005	FIRE STATION ADMIN	1/11/2021	2,833	5	0	Mach & Equip	2,833	0	0	0	2,833
83	Station Equipment	8712	REDUB CMA CORP - FIRE	40	403	1005	FIRE STATION ADMIN	3/26/2021	5,583	5	0	Mach & Equip	5,583	0	0	0	5,583
84	Station Equipment	8811	MANTOWOC ICE MACHINE	40	404	2203	FIRE STATION #3	4/23/2021	2,066	5	0	Mach & Equip	2,066	0	0	0	2,066
85	Vehicle and Apparatus	6011	JOHN DEERE 4X2 GATOR #3416	40	401	2202	FIRE STATION #2	12/17/2021	4,854	10	4,854	Vehicles	0	4,854	0	4,854	
86	Vehicle and Apparatus	5216	2004 EONE QUIN LADDER TRUCK #3108	40	401	2202	FIRE STATION #2	2/13/2006	466,023	10	466,023	Vehicles	0	466,023	0	466,023	
87	Vehicle and Apparatus	5552	2007 FORD F350 #3239	40	401	2202	FIRE STATION #2	9/30/2006	31,308	10	31,308	Vehicles	0	31,308	0	31,308	
88	Vehicle and Apparatus	5217	2007 CHEVY SUBURBAN #3109	40	401	2201	FIRE STATION #1	4/20/2007	31,639	5	31,639	Vehicles	0	31,639	0	31,639	
89	Vehicle and Apparatus	5001	2008 EONE FIRE ENGINE #3259	40	401	2203	FIRE STATION #3	2/14/2008	262,450	10	262,450	Vehicles	0	262,450	0	262,450	
90	Vehicle and Apparatus	6670	2012 FORD F450 BRUSH TRUCK #3263	40	401	2202	FIRE STATION #2	11/8/2013	73,138	5	73,138	Vehicles	0	73,138	0	73,138	
91	Vehicle and Apparatus	6671	2012 EONE AERIAL FIRE TRUCK #3264	40	401	2202	FIRE STATION #2	2/1/2013	606,527	10	459,459	Vehicles	0	606,527	0	606,527	
92	Vehicle and Apparatus	6751	2014 FORD EXPLORER XC-102 #3265	40	401	2201	FIRE STATION #1	12/6/2013	31,345	5	31,345	Vehicles	0	31,345	0	31,345	
93	Vehicle and Apparatus	6792	2014 EONE TYPHOON FIRETRUCK #3111	40	401	2201	FIRE STATION #1	6/26/2014	393,044	15	156,205	Vehicles	0	393,044	0	393,044	
94	Vehicle and Apparatus	6884	2014 FORD F-150 #3267	40	401	1000	CITY HALL	12/1/2014	32,004	6	31,115	Vehicles	0	32,004	0	32,004	
95	Vehicle and Apparatus	6883	2014 FORD F-150 EXT CAB #3266	40	401	1000	CITY HALL	12/8/2014	29,579	6	28,757	Vehicles	0	29,579	0	29,579	
96	Vehicle and Apparatus	6888	2014 FIRE BOAT DEFENDER VEHICLE #3269	40	402	2201	FIRE STATION #1	12/8/2014	119,875	15	46,618	Vehicles	0	119,875	0	119,875	
97	Vehicle and Apparatus	6882	2014 FORD F-150 #3268	40	401	1000	CITY HALL	12/8/2014	29,579	6	28,757	Vehicles	0	29,579	0	29,579	
98	Vehicle and Apparatus	6951	2015 FORD F350 #3270	40	401	2201	FIRE STATION #1	3/23/2015	53,397	5	53,397	Vehicles	0	53,397	0	53,397	
99	Vehicle and Apparatus	7014	2015 ACCELLES RESCUE BOAT	40	402	2202	FIRE STATION #2	5/19/2016	7,850	15	2,311	Vehicles	0	7,850	0	7,850	
100	Vehicle and Apparatus	6987	2016 PERCE PUMPER FIRE TRUCK #3272	40	401	2201	FIRE STATION #1	5/20/2016	380,465	12	140,092	Vehicles	0	380,465	0	380,465	
101	Vehicle and Apparatus	6994	2016 PERCE 100 AERIAL TRUCK TOWER #3271	40	401	2203	FIRE STATION #3	5/26/2016	1,084,395	7	684,023	Vehicles	0	1,084,395	0	1,084,395	
102	Vehicle and Apparatus	7069	2016 CHEVROLET IMPALA #3113	40	401	1005	FIRE STATION ADMIN	8/16/2016	28,360	10	11,816	Vehicles	0	28,360	0	28,360	
103	Vehicle and Apparatus	7023	2016 FORD F350 #3114	40	401	2201	FIRE STATION #1	8/25/2016	42,627	10	17,761	Vehicles	0	42,627	0	42,627	
104	Vehicle and Apparatus	7198	MED CART 1 WITH TOWPER	40	401	2201	FIRE STATION #1	7/15/2017	21,149	7	8,819	Vehicles	0	21,149	0	21,149	
105	Vehicle and Apparatus	7246	2017 PERCE VELOCITY HEAVY RESCUE #3273	40	401	2202	FIRE STATION #2	9/21/2017	244,663	10	244,663	Vehicles	0	244,663	0	244,663	
106	Vehicle and Apparatus	7393	2018 FORD EXPLORER XLT # 3274	40	401	2201	FIRE STATION #1	11/28/2017	39,393	10	11,490	Vehicles	0	39,393	0	39,393	
107	Vehicle and Apparatus	7479	2018 FORD ESCAPE #3277	40	401	2201	FIRE STATION #1	5/10/2018	26,597	5	12,855	Vehicles	0	26,597	0	26,597	
108	Vehicle and Apparatus	7478	2018 PERCE PUMPER TRUCK 103 #3278	40	401	2203	FIRE STATION #3	5/10/2018	47,010	10	11,361	Vehicles	0	47,010	0	47,010	
109	Vehicle and Apparatus	8303	2020 FORD TRANSIT VAN #3279	40	401	1005	FIRE STATION ADMIN	6/1/2018	487,399	10	113,726	Vehicles	0	487,399	0	487,399	
110	Vehicle and Apparatus	8463	2020 FORD EXPEDITION #3280	40	401	1005	FIRE STATION ADMIN	10/16/2019	34,156	7	4,879	Vehicles	0	34,156	0	34,156	
111	Vehicle and Apparatus	1952	PARTNER RESCUE SAW	40	404	2201	FIRE STATION #1	2/18/2020	43,670	7	4,159	Vehicles	0	43,670	0	43,670	
112	Apparatus Equipment	6016	AED W/ 3 YR LITHIUM BATTERY - MARINE 101	40	404	2201	FIRE STATION #1	9/30/2020	1,595	10	1,595	Mach & Equip	1,595	0	0	1,595	
113	Apparatus Equipment	6031	LF500 DEFIBRILLATOR	40	404	2201	FIRE STATION #1	1/23/2020	1,915	10	1,915	Mach & Equip	1,915	0	0	1,915	
114	Apparatus Equipment	6048	EMS LF300 DEFIBRILLATOR	40	404	2201	FIRE STATION #1	3/7/2020	4,390	7	4,390	Mach & Equip	4,390	0	0	4,390	
115	Apparatus Equipment	6088	LF35 PACS 500	40	404	2201	FIRE STATION #1	11/21/2020	2,739	7	2,739	Mach & Equip	2,739	0	0	2,739	
116	Apparatus Equipment	6133	THERMAL IMAGING CAMERA	40	404	2201	FIRE STATION #1	3/31/2020	2,518	5	3,518	Mach & Equip	2,518	0	0	2,518	
117	Apparatus Equipment	6166	AUGUS EXTINGUISHMENT UNIT	40	404	2201	FIRE STATION #1	8/4/2020	8,996	5	8,996	Mach & Equip	8,996	0	0	8,996	
118	Apparatus Equipment	6175	SABER SHUT OFF	40	404	2201	FIRE STATION #1	6/1/2020	15,037	5	15,037	Mach & Equip	15,037	0	0	15,037	
119	Apparatus Equipment	5041	SECURE A16062 SUCTION UNIT	40	404	2203	FIRE STATION #3	9/8/2020	7,487	5	7,487	Mach & Equip	7,487	0	0	7,487	
120	Apparatus Equipment	5040	TEMPEST FAN 20"	40	404	2201	FIRE STATION #1	11/21/2020	1,167	5	1,167	Mach & Equip	1,167	0	0	1,167	
121	Apparatus Equipment	6567	TNT EXTRICATION RESCUE TOOL	40	404	2201	FIRE STATION #1	11/21/2020	1,680	5	1,680	Mach & Equip	1,680	0	0	1,680	
122	Apparatus Equipment	6611	TNT RESCUE EXTRICATION UNIT	40	404	2201	FIRE STATION #1	4/5/2020	24,960	5	24,960	Mach & Equip	24,960	0	0	24,960	
123	Apparatus Equipment	6575	HONDA 804000 GENERATOR	40	404	2201	FIRE STATION #1	1/28/2020	25,464	5	25,464	Mach & Equip	25,464	0	0	25,464	
124	Apparatus Equipment	6574	MESA 5500 THERMAL IMAGING CAMERA	40	404	2201	FIRE STATION #1	1/18/2020	1,885	5	1,885	Mach & Equip	1,885	0	0	1,885	
125	Apparatus Equipment	6654	TNT CONTAINED SPACE RESCUE CUTTER	40	404	2201	FIRE STATION #1	2/19/2020	3,500	5	3,500	Mach & Equip	3,500	0	0	3,500	
126	Apparatus Equipment	6760	LEFEPAK LP15 DEFIBRILLATOR	40	404	2201	FIRE STATION #1	3/29/2020	1,189	5	1,189	Mach & Equip	1,189	0	0	1,189	
127	Apparatus Equipment	6751	LEFEPAK LP15 DEFIBRILLATOR	40	404	2201	FIRE STATION #1	12/2/2020	27,041	3	27,041	Mach & Equip	27,041	0	0	27,041	
128	Apparatus Equipment	6765	EVOLUTION 6000 THERMAL IMAGING CAMERA	40	404	2201	FIRE STATION #1	12/19/2020	8,925	3	8,925	Mach & Equip	8,925	0	0	8,925	
129	Apparatus Equipment	6710	LEFEPAK LP100 DEFIBRILLATOR - AED	40	404	2201	FIRE STATION #1	3/31/2020	1,980	10	1,980	Mach & Equip	1,980	0	0	1,980	
130	Apparatus Equipment	6763	LEFEPAK LP15 DEFIBRILLATOR	40	404	2201	FIRE STATION #1	12/2/2020	2,059	3	2,059	Mach & Equip	2,059	0	0	2,059	
131	Apparatus Equipment	6764	LEFEPAK LP15 DEFIBRILLATOR	40	404	2201	FIRE STATION #1	12/2/2020	2,059	3	2,059	Mach & Equip	2,059	0	0	2,059	
132	Apparatus Equipment	6914	NO SMOKE DIESEL EXHAUST REMOVAL SYSTEM	40	404	2201	FIRE STATION #1	9/19/2020	2,602	5	2,602	Mach & Equip	2,602	0	0	2,602	
133	Apparatus Equipment	6916	LF15 MONITOR DEFB	40	404	2203	FIRE STATION #3	11/10/2020	9,243	12	4,557	Mach & Equip	9,243	0	0	9,243	
134	Apparatus Equipment	6917	LF15 MONITOR DEFB	40	404	2201	FIRE STATION #1	12/24/2020	33,150	12	16,113	Mach & Equip	33,150	0	0	33,150	
135	Apparatus Equipment	6913	2P BRIGADE FORCE SPREADER	40	404	2202	FIRE STATION #2	8/29/2020	3,775	12	2,486	Mach & Equip	3,775	0	0	3,775	
136	Apparatus Equipment	6912	2P SPREADER	40	404	2201	FIRE STATION #1	8/29/2020	5,775	12	2,486	Mach & Equip	5,775	0	0	5,775	
137	Apparatus Equipment	6895	GUN PRO II KIT AIR CHISEL	40	404	2201	FIRE STATION #1	9/17/2020	1,183	10	601	Mach & Equip	1,183	0	0	1,183	
138	Apparatus Equipment	6896	GUN PRO II KIT AIR CHISEL	40	404	2201	FIRE STATION #1	9/17/2020	1,183	10	601	Mach & Equip	1,183	0	0	1,183	
139	Apparatus Equipment	6897	GUN PRO II KIT AIR CHISEL	40	404	2201	FIRE STATION #1	9/17/2020	1,183	10	601	Mach & Equip	1,183	0	0	1,183	
140	Apparatus Equipment	6898	GUN PRO II KIT AIR CHISEL	40	404	2201	FIRE STATION #1	9/17/2020	1,183	10	601	Mach & Equip	1,183	0	0	1,183	
141	Apparatus Equipment	6899	GUN PRO II KIT AIR CHISEL	40	404	2201	FIRE STATION #1	9/17/2020	1,183	10	601	Mach & Equip	1,183	0	0	1,183	
142	Apparatus Equipment	7043	PHYSIO-CONTROL LEFEPAK 1000 AED	40	404	2201	FIRE STATION #1	12/1/2020	2,317	5	2,317	Mach & Equip	2,317	0	0	2,317	
143	Apparatus Equipment	7020	PANASONIC TONGUEPAD TABLET	40	403	2201	FIRE STATION #1	12/28/2020	3,388	5	3,375	Mach & Equip	3,388	0	0	3,388	
144	Apparatus Equipment	7104	14P15 MONITOR DEFB, CPR, PACE	40	404	2203	FIRE STATION #3	1/6/2020	28,111	5	26,706	Mach & Equip	28,111	0	0	28,111	
145	Apparatus Equipment	7106	14P15 MONITOR DEFB, CPR, PACE	40	404	1005	FIRE STATION ADMIN	1/6/2020	28,111	5	26,706	Mach & Equip	28,111	0	0	28,111	
146	Apparatus Equipment	7107	14P15 MONITOR DEFB, CPR, PACE	40	404	2204	FIRE STATION #4	1/6/2020	33,931	5	32,235	Mach & Equip	33,931	0	0	33,931	
147	Apparatus Equipment	7105	14P15 MONITOR DEFB, CPR, PACE	40	404	1005	FIRE STATION ADMIN	1/6/2020	28,111	5	26,706	Mach & Equip	28,111	0	0	28,111	
148	Apparatus Equipment	7140	SCOTT SICA PAN-SCBA	40	404	2203	FIRE STATION #3	3/9/2020	1,120	7	724	Mach & Equip	1,120	0	0	1,120	
149	Apparatus Equipment	7094	ABR-PACK	40	404	2303	FIRE STATION #3	3/15/2020	4,548	7	2,924	Mach & Equip					

Appendix 3
City of Clermont
Fire Rescue Services Impact Fee Analysis
Inventory of Existing Fire Capital Equipment, Vehicles, and Facilities III

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Useful Life	LTD Depreciation	Asset Allocation Factor	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Totals Historical Cost
152	Apparatus Equipment	7092	AR-PACK X3	40	404	2203	FIRE STATION #3	3/23/2016	4,548	7	2,978	Mach. & Equip	4,548	0	0	4,548
153	Apparatus Equipment	7201	CONFINED SPACE MONITOR GRAE III	40	402	2201	FIRE STATION #1	4/11/2016	1,200	5	840	Mach. & Equip	1,200	0	0	1,200
154	Apparatus Equipment	7099	BUTZFIRE MONITOR	40	404	2203	FIRE STATION #3	5/1/2016	2,389	5	2,110	Mach. & Equip	2,389	0	0	2,389
155	Apparatus Equipment	7095	ELECTRIC POWER UNIT	40	404	2203	FIRE STATION #3	5/1/2016	5,200	5	4,593	Mach. & Equip	5,200	0	0	5,200
156	Apparatus Equipment	7096	POSITIVE PRESSURE VENTILATOR	40	404	2203	FIRE STATION #3	5/1/2016	2,243	5	1,981	Mach. & Equip	2,243	0	0	2,243
157	Apparatus Equipment	7097	FORCIBLE ENTRY TOOL	40	404	2203	FIRE STATION #3	5/26/2016	1,500	5	1,150	Mach. & Equip	1,500	0	0	1,500
158	Apparatus Equipment	7100	S-100 SPREADER	40	404	2203	FIRE STATION #3	8/3/2016	3,725	5	3,042	Mach. & Equip	3,725	0	0	3,725
159	Apparatus Equipment	7098	600 PLUS THERMAL IMAGING CAMERA	40	404	2203	FIRE STATION #3	8/5/2016	1,695	5	1,412	Mach. & Equip	1,695	0	0	1,695
160	Apparatus Equipment	7147	HIGHRISE HOSEPACK	40	404	2204	FIRE STATION #4	8/3/2016	1,706	5	1,425	Mach. & Equip	1,706	0	0	1,706
161	Apparatus Equipment	7146	SAW K12 W/O BLADE	40	404	2203	FIRE STATION #3	8/25/2016	1,051	5	876	Mach. & Equip	1,051	0	0	1,051
162	Apparatus Equipment	7145	STHL CHAINSAW	40	404	2203	FIRE STATION #3	8/25/2016	1,764	5	1,462	Mach. & Equip	1,764	0	0	1,764
163	Apparatus Equipment	7480	RIT-PAK FAST ATTACK 4500 PSI	40	404	2201	FIRE STATION #1	2/2/2018	5,310	5	2,832	Mach. & Equip	5,310	0	0	5,310
164	Apparatus Equipment	7475	SCOTT SUPPLIED AIR RESPIRATOR VEH #373	40	404	2202	FIRE STATION #2	2/2/2018	1,764	5	941	Mach. & Equip	1,764	0	0	1,764
165	Apparatus Equipment	7476	SCOTT SUPPLIED AIR RESPIRATOR VEH #373	40	404	2202	FIRE STATION #2	2/2/2018	1,764	5	941	Mach. & Equip	1,764	0	0	1,764
166	Apparatus Equipment	7477	SCOTT SUPPLIED AIR RESPIRATOR VEH #373	40	404	2202	FIRE STATION #2	2/2/2018	1,764	5	941	Mach. & Equip	1,764	0	0	1,764
167	Apparatus Equipment	7732	AR HAMMER - RESCUE TOOL	40	404	2203	FIRE STATION #3	3/1/2018	1,176	10	259	Mach. & Equip	1,176	0	0	1,176
168	Apparatus Equipment	7780	CARBON WRAP SCBA RESPIRATOR CYLINDER #10	40	404	2201	FIRE STATION #1	3/1/2018	1,176	5	608	Mach. & Equip	1,176	0	0	1,176
169	Apparatus Equipment	7781	CARBON WRAP SCBA RESPIRATOR CYLINDER #11	40	404	2201	FIRE STATION #1	3/1/2018	1,176	5	608	Mach. & Equip	1,176	0	0	1,176
170	Apparatus Equipment	7782	CARBON WRAP SCBA RESPIRATOR CYLINDER #12	40	404	2201	FIRE STATION #1	3/1/2018	1,176	5	608	Mach. & Equip	1,176	0	0	1,176
171	Apparatus Equipment	7773	CARBON WRAP SCBA RESPIRATOR CYLINDER #3	40	404	2201	FIRE STATION #1	3/1/2018	1,176	5	608	Mach. & Equip	1,176	0	0	1,176
172	Apparatus Equipment	7774	CARBON WRAP SCBA RESPIRATOR CYLINDER #4	40	404	2201	FIRE STATION #1	3/1/2018	1,176	5	608	Mach. & Equip	1,176	0	0	1,176
173	Apparatus Equipment	7775	CARBON WRAP SCBA RESPIRATOR CYLINDER #5	40	404	2201	FIRE STATION #1	3/1/2018	1,176	5	608	Mach. & Equip	1,176	0	0	1,176
174	Apparatus Equipment	7776	CARBON WRAP SCBA RESPIRATOR CYLINDER #6	40	404	2201	FIRE STATION #1	3/1/2018	1,176	5	608	Mach. & Equip	1,176	0	0	1,176
175	Apparatus Equipment	7778	CARBON WRAP SCBA RESPIRATOR CYLINDER #8	40	404	2201	FIRE STATION #1	3/1/2018	1,176	5	608	Mach. & Equip	1,176	0	0	1,176
176	Apparatus Equipment	7584	PARATECH 16 SHORE TRINCH KIT	40	404	2201	FIRE STATION #1	4/28/2018	22,215	5	11,108	Mach. & Equip	22,215	0	0	22,215
177	Apparatus Equipment	7583	PARATECH STRUT WALKER SYSTEM	40	404	2201	FIRE STATION #1	4/28/2018	11,819	5	5,909	Mach. & Equip	11,819	0	0	11,819
178	Apparatus Equipment	7728	TNT RESCUE CUTTER SLIC-29	40	404	2203	FIRE STATION #3	5/1/2011	4,530	5	2,150	Mach. & Equip	4,530	0	0	4,530
179	Apparatus Equipment	7729	TIMBERLINE TR-150 GAS CLAMP	40	404	2201	FIRE STATION #1	6/1/2011	1,570	5	733	Mach. & Equip	1,570	0	0	1,570
180	Apparatus Equipment	7474	SCOTT SUPPLIED AIR RESPIRATOR VEH #373	40	404	2202	FIRE STATION #2	6/8/2011	1,764	5	823	Mach. & Equip	1,764	0	0	1,764
181	Apparatus Equipment	7574	AIR DISTRIBUTION SYSTEM	40	404	2201	FIRE STATION #1	7/2/2011	2,117	5	953	Mach. & Equip	2,117	0	0	2,117
182	Apparatus Equipment	7573	RAMFAN ELECTRIC BLOWER	40	404	2201	FIRE STATION #1	7/2/2011	1,818	5	818	Mach. & Equip	1,818	0	0	1,818
183	Apparatus Equipment	7522	3" HEAVY DUTY TRASH PUMP, PUMP PUMP	40	404	2202	FIRE STATION #2	7/1/2011	1,575	10	354	Mach. & Equip	1,575	0	0	1,575
184	Apparatus Equipment	7545	SCOTT 4500 PSI X3 PRO AIRPACK	40	404	2201	FIRE STATION #1	7/31/2018	5,638	5	2,537	Mach. & Equip	5,638	0	0	5,638
185	Apparatus Equipment	7546	SCOTT 4500 PSI X3 PRO AIRPACK	40	404	2201	FIRE STATION #1	7/31/2018	5,638	5	2,537	Mach. & Equip	5,638	0	0	5,638
186	Apparatus Equipment	7547	SCOTT 4500 PSI X3 PRO AIRPACK	40	404	2201	FIRE STATION #1	7/31/2018	5,638	5	2,537	Mach. & Equip	5,638	0	0	5,638
187	Apparatus Equipment	7548	SCOTT 4500 PSI X3 PRO AIRPACK	40	404	2201	FIRE STATION #1	7/31/2018	5,638	5	2,537	Mach. & Equip	5,638	0	0	5,638
188	Apparatus Equipment	7551	SCOTT 4500 PSI X3 PRO AIRPACK	40	404	2201	FIRE STATION #1	7/31/2018	5,638	5	2,537	Mach. & Equip	5,638	0	0	5,638
189	Apparatus Equipment	7554	SCOTT 4500 PSI X3 PRO AIRPACK	40	404	2201	FIRE STATION #1	7/31/2018	5,638	5	2,537	Mach. & Equip	5,638	0	0	5,638
190	Apparatus Equipment	7747	Carbon Wrap SCBA Respirator Cylinder #1	40	404	2201	FIRE STATION #1	8/7/2018	983	5	510	Mach. & Equip	1,176	0	0	1,176
191	Apparatus Equipment	7771	Carbon Wrap SCBA Respirator Cylinder #1	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
192	Apparatus Equipment	7756	Carbon Wrap SCBA Respirator Cylinder #10	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
193	Apparatus Equipment	7757	Carbon Wrap SCBA Respirator Cylinder #11	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
194	Apparatus Equipment	7758	Carbon Wrap SCBA Respirator Cylinder #12	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
195	Apparatus Equipment	7772	CARBON WRAP SCBA RESPIRATOR CYLINDER #2	40	404	2201	FIRE STATION #1	8/7/2018	1,176	5	510	Mach. & Equip	1,176	0	0	1,176
196	Apparatus Equipment	7749	Carbon Wrap SCBA Respirator Cylinder #3	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
197	Apparatus Equipment	7750	Carbon Wrap SCBA Respirator Cylinder #4	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
198	Apparatus Equipment	7751	Carbon Wrap SCBA Respirator Cylinder #5	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
199	Apparatus Equipment	7752	Carbon Wrap SCBA Respirator Cylinder #6	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
200	Apparatus Equipment	7753	Carbon Wrap SCBA Respirator Cylinder #7	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
201	Apparatus Equipment	7754	Carbon Wrap SCBA Respirator Cylinder #8	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
202	Apparatus Equipment	7755	Carbon Wrap SCBA Respirator Cylinder #9	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
203	Apparatus Equipment	7755	Carbon Wrap SCBA Respirator Cylinder #9	40	404	2201	FIRE STATION #1	8/7/2018	983	5	0	Mach. & Equip	983	0	0	983
204	Apparatus Equipment	7733	INTAKE BALL VALVE	40	404	2203	FIRE STATION #3	8/20/2018	1,434	5	622	Mach. & Equip	1,434	0	0	1,434
205	Apparatus Equipment	7543	SCOTT 4500 PSI X3 PRO AIRPACK	40	404	1005	FIRE STATION ADMIN	8/14/2018	5,638	5	2,443	Mach. & Equip	5,638	0	0	5,638
206	Apparatus Equipment	7765	CROSSFIRE MONITOR TOP 2 1 1/2 (4500) OUTLET	40	404	2203	FIRE STATION #3	9/25/2018	1,725	10	359	Mach. & Equip	1,725	0	0	1,725
207	Apparatus Equipment	7764	DISC GUN (FIRE NOZZLE)	40	404	2203	FIRE STATION #3	9/25/2018	2,793	10	582	Mach. & Equip	2,793	0	0	2,793
208	Apparatus Equipment	7766	MANFOLD	40	404	2203	FIRE STATION #3	9/25/2018	1,183	10	246	Mach. & Equip	1,183	0	0	1,183
209	Apparatus Equipment	7763	POSITIVE PRESSURE VENTILATION FAN	40	404	2202	FIRE STATION #2	9/28/2018	16,595	5	8,297	Mach. & Equip	16,595	0	0	16,595
210	Apparatus Equipment	7731	SAVIOX USAF TASK FORCE COMMUNICATION SET	40	404	2201	FIRE STATION #1	9/28/2018	2,530	5	1,054	Mach. & Equip	2,530	0	0	2,530
211	Apparatus Equipment	7672	SCOTT RIT-PAK FAST ATTACK 4.5	40	404	2201	FIRE STATION #1	9/28/2018	2,530	5	1,054	Mach. & Equip	2,530	0	0	2,530
212	Apparatus Equipment	7673	SCOTT RIT-PAK FAST ATTACK 4.5	40	404	2201	FIRE STATION #1	9/28/2018	2,530	5	1,054	Mach. & Equip	2,530	0	0	2,530
213	Apparatus Equipment	7674	SCOTT RIT-PAK FAST ATTACK 4.5	40	404	2201	FIRE STATION #1	9/28/2018	2,530	5	1,054	Mach. & Equip	2,530	0	0	2,530
214	Apparatus Equipment	7671	SCOTT RIT-PAK FAST ATTACK 4.5	40	404	2204	FIRE STATION #4	9/30/2018	2,530	5	1,054	Mach. & Equip	2,530	0	0	2,530
215	Apparatus Equipment	7845	TNT RESCUE SYSTEM	40	404	2202	FIRE STATION #2	12/10/2018	4,545	10	873	Mach. & Equip	4,545	0	0	4,545
216	Apparatus Equipment	7844	PROPANE FLARE KIT	40	404	2202	FIRE STATION #2	1/14/2019	2,324	5	873	Mach. & Equip	2,324	0	0	2,324
217	Apparatus Equipment	7849	2019 STEEL RESCUE CHAINSAW #273	40	404	2201	FIRE STATION #1	3/4/2019	1,050	10	166	Mach. & Equip	1,050	0	0	1,050
218	Apparatus Equipment	7869	RESPONSE KIT LUDLUM MODEL #1	40	404	2203	FIRE STATION #3	3/11/2019	2,486	5	787	Mach. & Equip	2,486	0	0	2,486
219	Apparatus Equipment	7870	RESPONSE KIT LUDLUM MODEL #2	40	404	2202	FIRE STATION #2	3/11/2019	2,486	5	787	Mach. & Equip	2,486	0	0	2,486
220	Apparatus Equipment	7877	RAM FAN	40	404	2202	FIRE STATION #2	6/6/2019	3,628	5	967	Mach. & Equip	3,628	0	0	3,628
221	Apparatus Equipment	8180	LITERAK 11 UPGRADE	40	404	2201	FIRE STATION #1	7/22/2019	5,041	3	2,101	Mach. & Equip	5,041	0	0	5,041
222	Apparatus Equipment	8606	PARATECH 10 TON CUSHION LIFT	40	404	1005	FIRE STATION ADMIN	12/20/2019	7,066	5	1,178	Mach. & Equip	7,066	0	0	7,066
223	Apparatus Equipment	8515	PANASONIC TOUGHPAD B101	40	404	1005	FIRE STATION ADMIN	12/30/2019	2,745	5	457	Mach. & Equip	2,745	0	0	2,745
224	Apparatus Equipment	8517	PANASONIC TOUGHPAD CHIEF HARRISON	40	404	1005	FIRE STATION ADMIN	12/30/2019	2,745	5	457	Mach. & Equip	2,745	0	0	2,745
225	Apparatus Equipment	8512	PANASONIC TOUGHPAD B101	40	404	1005	FIRE STATION ADMIN	12/30/2019	2,745	5	457	Mach. & Equip	2,745	0	0	2,745
226	Apparatus Equipment	8511	PANASONIC TOUGHPAD B103	40	404	1005	FIRE STATION ADMIN	12/30/2019	2,745	5	457	Mach. & Equip	2,745	0	0	2,745
227	Apparatus Equipment	8513	PANASONIC TOUGHPAD B104	40	404	1005</										

**Appendix 3
City of Clearmont
Fire Reserve Services Impact Fee Analysis**

Inventory of Existing Fire Capital Equipment, Vehicles, and Facilities III

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Useful Life	LTD Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
228	Apparatus Equipment	8515	PANASONIC TOUCHPAD EX101	40	404	1005	FIRE STATION ADMIN	12/30/2019	2,745	5	457	Mach. & Equip	2,745	0	0	0	2,745
229	Apparatus Equipment	8516	PANASONIC TOUCHPAD HRI	40	404	1005	FIRE STATION ADMIN	12/30/2019	2,745	5	457	Mach. & Equip	2,745	0	0	0	2,745
230	Apparatus Equipment	8518	PANASONIC TOUCHPAD L102	40	404	1005	FIRE STATION ADMIN	12/30/2019	2,745	5	457	Mach. & Equip	2,745	0	0	0	2,745
231	Apparatus Equipment	8514	PANASONIC TOUCHPAD L103	40	404	1005	FIRE STATION ADMIN	12/30/2019	2,745	5	457	Mach. & Equip	2,745	0	0	0	2,745
232	Apparatus Equipment	8560	BATTERY POWERED BLOWER	40	404	1005	FIRE STATION ADMIN	3/5/2020	2,100	5	245	Mach. & Equip	2,100	0	0	0	2,100
233	Apparatus Equipment	8592	DRAINER HAZMAT SQUILT TEST KIT	40	404	2202	FIRE STATION #2	5/18/2020	2,064	5	172	Mach. & Equip	2,064	0	0	0	2,064
234	Apparatus Equipment	8590	SCED EVACUATION TRIPCD	40	403	2202	FIRE STATION #2	5/18/2020	1,213	5	113	Mach. & Equip	1,213	0	0	0	1,213
235	Apparatus Equipment	8597	MULTI GAS DETECTOR POSITION 1	40	404	2202	FIRE STATION #2	6/13/2020	1,637	5	109	Mach. & Equip	1,637	0	0	0	1,637
236	Apparatus Equipment	8596	MULTI GAS DETECTOR POSITION 2	40	404	2202	FIRE STATION #2	6/13/2020	1,100	5	73	Mach. & Equip	1,100	0	0	0	1,100
237	Apparatus Equipment	8595	MULTI GAS DETECTOR POSITION 3	40	404	2202	FIRE STATION #2	6/13/2020	1,100	5	73	Mach. & Equip	1,100	0	0	0	1,100
238	Apparatus Equipment	1594	MULTI GAS DETECTOR POSITION 4	40	404	2202	FIRE STATION #2	6/13/2020	1,100	5	73	Mach. & Equip	1,100	0	0	0	1,100
239	Apparatus Equipment	8591	MULTI GAS MONITOR	40	404	2202	FIRE STATION #2	6/26/2020	4,115	5	274	Mach. & Equip	4,115	0	0	0	4,115
240	Apparatus Equipment	1598	UNIVERSAL PROPANE FITTING KIT	40	404	2202	FIRE STATION #2	7/13/2020	1,401	5	70	Mach. & Equip	1,401	0	0	0	1,401
241	Apparatus Equipment	8601	TRENCH RESCUE KIT	40	404	2202	FIRE STATION #2	11/13/2020	15,540	5	518	Mach. & Equip	15,540	0	0	0	15,540
242	Apparatus Equipment	8602	BODY COOLING SYSTEM 1	40	404	2202	FIRE STATION #3	10/28/2020	6,000	5	0	Mach. & Equip	6,000	0	0	0	6,000
243	Apparatus Equipment	8603	BODY COOLING SYSTEM 2	40	404	2203	FIRE STATION #3	10/28/2020	6,000	5	0	Mach. & Equip	6,000	0	0	0	6,000
244	Apparatus Equipment	8604	PORTABLE AIR COMPRESSOR	40	404	2202	FIRE STATION #2	11/20/2020	1,885	5	0	Mach. & Equip	1,885	0	0	0	1,885
245	Apparatus Equipment	8564	SCBA MASK CLEANING SYSTEM #1	40	404	1005	FIRE STATION ADMIN	11/13/2020	5,330	5	0	Mach. & Equip	5,330	0	0	0	5,330
246	Apparatus Equipment	8565	SCBA MASK CLEANING SYSTEM #2	40	404	1005	FIRE STATION ADMIN	11/13/2020	5,330	5	0	Mach. & Equip	5,330	0	0	0	5,330
247	Apparatus Equipment	8608	ENDEAVOR SHELTERS #1	40	404	2202	FIRE STATION #2	12/21/2020	1,023	5	0	Mach. & Equip	1,023	0	0	0	1,023
248	Apparatus Equipment	8882	ENDEAVOR SHELTERS #2	40	404	2202	FIRE STATION #2	12/21/2020	1,023	5	0	Mach. & Equip	1,023	0	0	0	1,023
249	Apparatus Equipment	1383	ENDEAVOR SHELTERS #3	40	404	2202	FIRE STATION #2	12/21/2020	1,023	5	0	Mach. & Equip	1,023	0	0	0	1,023
250	Apparatus Equipment	1384	ENDEAVOR SHELTERS #4	40	404	2202	FIRE STATION #2	12/21/2020	1,023	5	0	Mach. & Equip	1,023	0	0	0	1,023
251	Apparatus Equipment	8934	200KW GENERATOR	40	404	2201	FIRE STATION #1	12/31/2020	1,844	10	0	Mach. & Equip	1,844	0	0	0	1,844
252	Apparatus Equipment	8936	220KW GENERATOR	40	404	2201	FIRE STATION #1	12/31/2020	2,995	5	0	Mach. & Equip	2,995	0	0	0	2,995
253	Apparatus Equipment	8933	TRENCH KIT ACCESSORIES	40	404	2201	FIRE STATION #1	12/31/2020	2,995	5	0	Mach. & Equip	2,995	0	0	0	2,995
254	Apparatus Equipment	8810	AIR MONITOR	40	404	2304	FIRE STATION #4	4/27/2021	1,331	5	0	Mach. & Equip	1,331	0	0	0	1,331
255	Apparatus Equipment	9088	MSA CYLINDER BOTTLE	40	404	1005	FIRE STATION ADMIN	5/15/2021	1,100	15	0	Mach. & Equip	1,100	0	0	0	1,100
256	Apparatus Equipment	9089	MSA CYLINDER BOTTLE	40	404	1005	FIRE STATION ADMIN	5/15/2021	1,100	15	0	Mach. & Equip	1,100	0	0	0	1,100
257	Apparatus Equipment	9090	MSA CYLINDER BOTTLE	40	404	1005	FIRE STATION ADMIN	5/15/2021	1,100	15	0	Mach. & Equip	1,100	0	0	0	1,100
258	Apparatus Equipment	9091	MSA CYLINDER BOTTLE	40	404	1005	FIRE STATION ADMIN	5/15/2021	1,100	15	0	Mach. & Equip	1,100	0	0	0	1,100
259	Apparatus Equipment	9092	MSA CYLINDER BOTTLE	40	404	1005	FIRE STATION ADMIN	5/15/2021	1,100	15	0	Mach. & Equip	1,100	0	0	0	1,100
260	Apparatus Equipment	9093	MSA CYLINDER BOTTLE	40	404	1005	FIRE STATION ADMIN	5/15/2021	1,100	15	0	Mach. & Equip	1,100	0	0	0	1,100
261	Apparatus Equipment	9094	MSA CYLINDERS -4X60 45 MINS	40	404	1005	FIRE STATION ADMIN	5/15/2021	84,500	15	0	Mach. & Equip	84,500	0	0	0	84,500
262	Apparatus Equipment	9080	PRESMAIRE ESCAPE PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	2,300	5	0	Mach. & Equip	2,300	0	0	0	2,300
263	Apparatus Equipment	9081	PRESMAIRE ESCAPE PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	2,300	5	0	Mach. & Equip	2,300	0	0	0	2,300
264	Apparatus Equipment	9082	PRESMAIRE ESCAPE PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	2,300	5	0	Mach. & Equip	2,300	0	0	0	2,300
265	Apparatus Equipment	9083	PRESMAIRE ESCAPE PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	2,300	5	0	Mach. & Equip	2,300	0	0	0	2,300
266	Apparatus Equipment	9084	PRESMAIRE ESCAPE PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	2,300	5	0	Mach. & Equip	2,300	0	0	0	2,300
267	Apparatus Equipment	9085	PRESMAIRE ESCAPE PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	2,300	5	0	Mach. & Equip	2,300	0	0	0	2,300
268	Apparatus Equipment	9086	PRESMAIRE ESCAPE PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	2,300	5	0	Mach. & Equip	2,300	0	0	0	2,300
269	Apparatus Equipment	9087	PRESMAIRE ESCAPE PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	2,300	5	0	Mach. & Equip	2,300	0	0	0	2,300
270	Apparatus Equipment	9074	RIT PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	3,086	15	0	Mach. & Equip	3,086	0	0	0	3,086
271	Apparatus Equipment	9075	RIT PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	3,086	15	0	Mach. & Equip	3,086	0	0	0	3,086
272	Apparatus Equipment	9076	RIT PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	3,086	15	0	Mach. & Equip	3,086	0	0	0	3,086
273	Apparatus Equipment	9077	RIT PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	3,086	15	0	Mach. & Equip	3,086	0	0	0	3,086
274	Apparatus Equipment	9078	RIT PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	3,086	15	0	Mach. & Equip	3,086	0	0	0	3,086
275	Apparatus Equipment	9079	RIT PACK MSA	40	404	1005	FIRE STATION ADMIN	5/15/2021	3,086	15	0	Mach. & Equip	3,086	0	0	0	3,086
276	Apparatus Equipment	9096	SCBA ACCESSORIES	40	404	1005	FIRE STATION ADMIN	5/15/2021	60,905	5	0	Mach. & Equip	60,905	0	0	0	60,905
277	Apparatus Equipment	9095	SCBA RIBS	40	404	1005	FIRE STATION ADMIN	5/15/2021	3,323	15	0	Mach. & Equip	3,323	0	0	0	3,323
278	Apparatus Equipment	9024	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
279	Apparatus Equipment	9045	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
280	Apparatus Equipment	9046	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
281	Apparatus Equipment	9047	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
282	Apparatus Equipment	9048	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
283	Apparatus Equipment	9049	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
284	Apparatus Equipment	9050	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
285	Apparatus Equipment	9051	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
286	Apparatus Equipment	9052	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
287	Apparatus Equipment	9053	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
288	Apparatus Equipment	9054	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
289	Apparatus Equipment	9055	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
290	Apparatus Equipment	9056	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
291	Apparatus Equipment	9057	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
292	Apparatus Equipment	9058	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
293	Apparatus Equipment	9059	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
294	Apparatus Equipment	9060	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
295	Apparatus Equipment	9061	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
296	Apparatus Equipment	9062	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
297	Apparatus Equipment	9063	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
298	Apparatus Equipment	9064	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
299	Apparatus Equipment	9065	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
300	Apparatus Equipment	9066	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
301	Apparatus Equipment	9067	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6

Appendix 3
City of Clermont
Fire Rescue Services Impact Fee Analysis
Inventory of Existing Fire Capital Equipment, Vehicles, and Facilities III

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Useful Life	LTID Depreciation	Asset Allocation Factor	Manufacture & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
304	Apparatus Equipment	5070	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
305	Apparatus Equipment	5071	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
306	Apparatus Equipment	5072	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
307	Apparatus Equipment	5073	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
308	Apparatus Equipment	5097	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
309	Apparatus Equipment	5098	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
310	Apparatus Equipment	5099	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
311	Apparatus Equipment	5100	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
312	Apparatus Equipment	5101	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
313	Apparatus Equipment	5102	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
314	Apparatus Equipment	5103	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
315	Apparatus Equipment	5104	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
316	Apparatus Equipment	5105	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
317	Apparatus Equipment	5106	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
318	Apparatus Equipment	5107	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
319	Apparatus Equipment	5108	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
320	Apparatus Equipment	5109	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
321	Apparatus Equipment	5110	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
322	Apparatus Equipment	5111	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
323	Apparatus Equipment	5112	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
324	Apparatus Equipment	5113	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
325	Apparatus Equipment	5114	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
326	Apparatus Equipment	5115	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
327	Apparatus Equipment	5116	SELF CONTAINED BREATHING APPARATUS PACK	40	404	1005	FIRE STATION ADMIN	5/15/2021	6,091	15	0	Mach. & Equip	6,091	0	0	0	6,091
328	Support Equipment	6109	TRAILER FOR ATV - SPECIAL OPS	40	404	2701	FIRE STATION #1	10/28/2005	862	5	862	Vehicles	0	862	0	0	862
329	Support Equipment	6759	MOBILE COMMAND TRAILER VEHICLE #4141	40	402	2201	FIRE STATION #3	5/14/2014	8,500	10	5,556	Vehicles	0	8,500	0	0	8,500
330	Support Equipment	6943	2015 BOAT TRAILER #3269	40	402	1004	BOATHOUSE	12/8/2014	2,500	15	972	Vehicles	0	2,500	0	0	2,500
331	Support Equipment	7012	CONTINENTAL GALVANIZED TRAILER	40	404	2202	FIRE STATION #2	5/19/2016	1,252	5	1,166	Vehicles	0	1,252	0	0	1,252
332	Support Equipment	7199	LOWBED TRAILER USED FOR RWD CART 1	40	404	1004	BOATHOUSE	3/10/2017	1,334	10	550	Vehicles	0	1,334	0	0	1,334
333	Support Equipment	7812	TECHNICAL RESCUE TRAILER #4105	40	404	2233	FIRE STATION #1	8/19/2021	30,444	10	0	Vehicles	0	30,444	0	0	30,444
334	PPE	7494	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	8/14/2017	1,231	5	780	Mach. & Equip	1,231	0	0	0	1,231
335	PPE	7498	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	8/14/2017	1,231	5	780	Mach. & Equip	1,231	0	0	0	1,231
336	PPE	7506	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	8/14/2017	1,231	5	780	Mach. & Equip	1,231	0	0	0	1,231
337	PPE	7496	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	8/14/2017	1,231	5	780	Mach. & Equip	1,231	0	0	0	1,231
338	PPE	7504	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	8/14/2017	1,231	5	780	Mach. & Equip	1,231	0	0	0	1,231
339	PPE	7490	BUNKER GEAR SET 1 COAT	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
340	PPE	7491	BUNKER GEAR SET 1 TROUSERS	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
341	PPE	7492	BUNKER GEAR SET 2 COAT	40	404	2201	FIRE STATION #1	8/14/2017	1,231	5	780	Mach. & Equip	1,231	0	0	0	1,231
342	PPE	7493	BUNKER GEAR SET 2 TROUSERS	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
343	PPE	7495	BUNKER GEAR TROUSERS SET 1	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
344	PPE	7499	BUNKER GEAR TROUSERS SET 1	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
345	PPE	7507	BUNKER GEAR TROUSERS SET 1	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
346	PPE	7497	BUNKER GEAR TROUSERS SET 2	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
347	PPE	7505	BUNKER GEAR TROUSERS SET 2	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
348	PPE	7488	BUNKER GEAR TURTLE COAT	40	404	2201	FIRE STATION #1	8/14/2017	1,231	5	780	Mach. & Equip	1,231	0	0	0	1,231
349	PPE	7489	BUNKER GEAR TROUSERS	40	404	2201	FIRE STATION #1	8/14/2017	1,267	5	802	Mach. & Equip	1,267	0	0	0	1,267
350	PPE	7502	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	9/26/2017	1,231	5	759	Mach. & Equip	1,231	0	0	0	1,231
351	PPE	7510	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	9/26/2017	1,231	5	759	Mach. & Equip	1,231	0	0	0	1,231
352	PPE	7500	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	9/26/2017	1,231	5	759	Mach. & Equip	1,231	0	0	0	1,231
353	PPE	7508	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	9/26/2017	1,267	5	781	Mach. & Equip	1,267	0	0	0	1,267
354	PPE	7512	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	9/26/2017	1,267	5	781	Mach. & Equip	1,267	0	0	0	1,267
355	PPE	7503	BUNKER GEAR TROUSERS SET 1	40	404	2201	FIRE STATION #1	9/26/2017	1,231	5	759	Mach. & Equip	1,231	0	0	0	1,231
356	PPE	7511	BUNKER GEAR TROUSERS SET 1	40	404	2201	FIRE STATION #1	9/26/2017	1,267	5	781	Mach. & Equip	1,267	0	0	0	1,267
357	PPE	7501	BUNKER GEAR TROUSERS SET 2	40	404	2201	FIRE STATION #1	9/26/2017	1,267	5	781	Mach. & Equip	1,267	0	0	0	1,267
358	PPE	7509	BUNKER GEAR TROUSERS SET 2	40	404	2201	FIRE STATION #1	9/26/2017	1,267	5	781	Mach. & Equip	1,267	0	0	0	1,267
359	PPE	7513	BUNKER GEAR TROUSERS SET 2	40	404	2201	FIRE STATION #1	9/26/2017	1,267	5	781	Mach. & Equip	1,267	0	0	0	1,267
360	PPE	7417	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
361	PPE	7421	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
362	PPE	7418	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
363	PPE	7423	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
364	PPE	7425	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
365	PPE	7429	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
366	PPE	7433	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
367	PPE	7437	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
368	PPE	7441	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
369	PPE	7445	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
370	PPE	7449	BUNKER GEAR COAT SET 1	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
371	PPE	7427	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
372	PPE	7431	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
373	PPE	7435	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
374	PPE	7439	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
375	PPE	7443	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
376	PPE	7447	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
377	PPE	7451	BUNKER GEAR COAT SET 2	40	404	2201	FIRE STATION #1	1/9/2018	1,231	5	677	Mach. & Equip	1,231	0	0	0	1,231
378																	

Inventory of Existing Fire Capital Equipment, Vehicles, and Facilities (II)

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Useful Life	LTD Depreciation	Asset Location	Machinery & Equipment	Major Vehicles	Furniture & Other Capital Equipment	Excluded	Total
310	PPE	7745	BUNKER GEAR-PANTS	40	404	1005	FIRE STATION ADMIN	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
311	PPE	7419	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
382	PPE	7420	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
383	PPE	7421	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
384	PPE	7422	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
385	PPE	7425	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
386	PPE	7430	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
387	PPE	7434	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
388	PPE	7438	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
389	PPE	7442	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
390	PPE	7446	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
391	PPE	7450	BUNKER GEAR-TROUSERS- SET 1	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
392	PPE	7454	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
393	PPE	7458	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
394	PPE	7462	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
395	PPE	7466	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
396	PPE	7470	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
397	PPE	7474	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
398	PPE	7478	BUNKER GEAR-TROUSERS- SET 2	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
399	PPE	7757	BUNKER GEAR-TROUSERS SET 2- URQUHART	40	404	2201	FIRE STATION #1	1/3/2018	1,267	5	697	March & Equip	1,267	0	0	0	1,267
400	PPE	7769	BUNKER GEAR- COAT	40	404	2201	FIRE STATION #1	1/4/2018	1,311	524	415	March & Equip	1,311	0	0	0	1,311
401	PPE	7769	BUNKER GEAR- COAT	40	404	2201	FIRE STATION #1	1/4/2018	1,396	538	415	March & Equip	1,396	0	0	0	1,396
402	PPE	7768	BUNKER GEAR- TROUSERS	40	404	2201	FIRE STATION #1	1/4/2018	1,396	538	415	March & Equip	1,396	0	0	0	1,396
403	PPE	7770	BUNKER GEAR- TROUSER	40	404	2201	FIRE STATION #1	1/4/2018	1,396	538	415	March & Equip	1,396	0	0	0	1,396
404	PPE	8160	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
405	PPE	8161	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
406	PPE	8162	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
407	PPE	8163	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
408	PPE	8164	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
409	PPE	8165	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
410	PPE	8166	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
411	PPE	8167	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
412	PPE	8168	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
413	PPE	8169	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
414	PPE	8170	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
415	PPE	8171	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
416	PPE	8172	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
417	PPE	8173	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
418	PPE	8174	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
419	PPE	8175	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
420	PPE	8176	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
421	PPE	8177	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
422	PPE	8178	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
423	PPE	8179	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
424	PPE	8180	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
425	PPE	8181	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
426	PPE	8182	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
427	PPE	8183	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
428	PPE	8184	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
429	PPE	8185	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
430	PPE	8186	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
431	PPE	8187	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
432	PPE	8188	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
433	PPE	8189	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
434	PPE	8190	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
435	PPE	8191	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
436	PPE	8192	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
437	PPE	8193	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
438	PPE	8194	BUNKER GEAR- TROUSERS	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,311	415	415	March & Equip	1,311	0	0	0	1,311
439	PPE	8195	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
440	PPE	8196	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
441	PPE	8197	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
442	PPE	8198	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
443	PPE	8199	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
444	PPE	8200	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
445	PPE	8201	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
446	PPE	8202	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
447	PPE	8203	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
448	PPE	8204	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
449	PPE	8205	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
450	PPE	8206	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
451	PPE	8207	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
452	PPE	8208	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
453	PPE	8209	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
454	PPE	8210	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip	1,279	0	0	0	1,279
455	PPE	8211	BUNKER GEAR- COAT	40	404	1005	FIRE STATION ADMIN	3/27/2019	1,279	405	405	March & Equip					

Inventory of Existing Fire Capital Equipment, Vehicles, and Facilities [1]

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Life	Useful Life	LTD Depreciation	Asset Allocation	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
456	PEE	8212	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
457	PEE	8213	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
458	PEE	8214	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
459	PEE	8215	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
460	PEE	8216	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
461	PEE	8217	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
462	PEE	8218	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
463	PEE	8219	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
464	PEE	8220	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
465	PEE	8221	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
466	PEE	8222	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
467	PEE	8223	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
468	PEE	8224	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
469	PEE	8225	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
470	PEE	8226	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
471	PEE	8227	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
472	PEE	8228	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
473	PEE	8229	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
474	PEE	8230	BUNKER GEAR -COAT	40	40A	1005	FIRE STATION ADMIN	3/17/2019	1,279	5		405	Mach & Equip	1,279	0	0	0	1,279
475	PEE	8231	BUNKER GEAR -COAT	40	40A	2202	FIRE STATION #2	5/18/2019	1,362	5		386	Mach & Equip	1,362	0	0	0	1,362
476	PEE	8232	BUNKER GEAR -COAT	40	40A	2202	FIRE STATION #2	5/18/2019	1,362	5		386	Mach & Equip	1,362	0	0	0	1,362
477	PEE	8233	BUNKER GEAR -COAT	40	40A	2202	FIRE STATION #2	5/18/2019	1,362	5		386	Mach & Equip	1,362	0	0	0	1,362
478	PEE	8234	BUNKER GEAR -COAT	40	40A	2202	FIRE STATION #2	5/18/2019	1,362	5		386	Mach & Equip	1,362	0	0	0	1,362
479	PEE	8242	BUNKER GEAR -COAT	40	40A	2202	FIRE STATION #2	5/18/2019	1,362	5		386	Mach & Equip	1,362	0	0	0	1,3

Appendix 3
City of Cleveland
Fire Rescue Services Impact Fee Analysis
Inventory of Existing Fire Capital Equipment, Vehicles and Facilities III

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Useful Life	LTD Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicles	Facilities & Other Capital Equipment	Excluded	Total Historical Cost
533	FFE	8495	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,440	10	48	Mach. & Equip	1,440	0	0	0	1,440
533	FFE	8497	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,440	10	48	Mach. & Equip	1,440	0	0	0	1,440
534	FFE	8499	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,440	10	48	Mach. & Equip	1,440	0	0	0	1,440
535	FFE	8501	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,440	10	48	Mach. & Equip	1,440	0	0	0	1,440
536	FFE	8503	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,440	10	48	Mach. & Equip	1,440	0	0	0	1,440
537	FFE	8494	BUNKER GEAR - TROUSERS	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,551	10	52	Mach. & Equip	1,551	0	0	0	1,551
538	FFE	8496	BUNKER GEAR - TROUSERS	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,551	10	52	Mach. & Equip	1,551	0	0	0	1,551
539	FFE	8498	BUNKER GEAR - TROUSERS	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,551	10	52	Mach. & Equip	1,551	0	0	0	1,551
540	FFE	8500	BUNKER GEAR - TROUSERS	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,551	10	52	Mach. & Equip	1,551	0	0	0	1,551
541	FFE	8502	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	6/15/2020	1,551	10	52	Mach. & Equip	1,551	0	0	0	1,551
542	FFE	8504	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
543	FFE	8506	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
544	FFE	8508	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
545	FFE	8510	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
546	FFE	8512	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
547	FFE	8514	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
548	FFE	8516	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
549	FFE	8518	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
550	FFE	8520	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
551	FFE	8522	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
552	FFE	8524	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
553	FFE	8526	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
554	FFE	8528	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
555	FFE	8530	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
556	FFE	8532	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
557	FFE	8534	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
558	FFE	8536	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
559	FFE	8538	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
560	FFE	8540	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
561	FFE	8542	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
562	FFE	8544	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
563	FFE	8546	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
564	FFE	8548	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
565	FFE	8550	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
566	FFE	8552	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
567	FFE	8554	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
568	FFE	8556	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
569	FFE	8558	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
570	FFE	8560	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
571	FFE	8562	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
572	FFE	8564	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
573	FFE	8566	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
574	FFE	8568	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
575	FFE	8570	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
576	FFE	8572	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
577	FFE	8574	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
578	FFE	8576	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
579	FFE	8578	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
580	FFE	8580	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
581	FFE	8582	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
582	FFE	8584	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
583	FFE	8586	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
584	FFE	8588	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
585	FFE	8590	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
586	FFE	8592	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
587	FFE	8594	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
588	FFE	8596	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
589	FFE	8598	BUNKER GEAR - COAT	40	404	1005	FIRE STATION ADMIN	9/30/2021	1,497	10	0	Mach. & Equip	1,497	0	0	0	1,497
590	Training	6709	BULLLEY FIRE EXTINGUISHER TRAINING SIMULA	40	404	1003	FIRE STATION ADMIN	9/30/2021	1,613	10	0	Mach. & Equip	1,613	0	0	0	1,613
591	Training	7041	MOBILE CLASSROOM TRAILER VEHICLE#420	40	402	2201	FIRE STATION #1	6/14/2016	99,107	12	34,412	Vehicles	0	99,107	0	0	99,107
592	Training	7805	RESCUE DUMPKY / MANIKIN	40	404	2202	FIRE STATION #2	12/7/2018	1,515	5	356	Mach. & Equip	1,515	0	0	0	1,515
593	Training	8633	AIRWAY SIMULATOR	40	404	1005	FIRE STATION ADMIN	5/8/2020	2,400	5	240	Mach. & Equip	2,400	0	0	0	2,400
594	Communication Equipment	8053	FIRE RESCUE APX 4500 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	1,655	10	317	Mach. & Equip	1,655	0	0	0	1,655
595	Communication Equipment	8054	FIRE RESCUE APX 4500 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	1,655	10	317	Mach. & Equip	1,655	0	0	0	1,655
596	Communication Equipment	8055	FIRE RESCUE APX 4500 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	1,655	10	317	Mach. & Equip	1,655	0	0	0	1,655
597	Communication Equipment	8056	FIRE RESCUE APX 4500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	1,655	10	317	Mach. & Equip	1,655	0	0	0	1,655
598	Communication Equipment	8057	FIRE RESCUE APX 4500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	1,655	10	317	Mach. & Equip	1,655	0	0	0	1,655
600	Communication Equipment	8059	FIRE RESCUE APX 4500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	1,655	10	317	Mach. & Equip	1,655	0	0	0	1,655
601	Communication Equipment	8060	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip	4,449	0	0	0	4,449
602	Communication Equipment	8061	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip	4,449	0	0	0	4,449
603	Communication Equipment	8062	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip	4,449	0	0	0	4,449
604	Communication Equipment	8063	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip	4,449	0	0	0	4,449
605	Communication Equipment	8064	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip	4,449	0	0	0	4,449
606	Communication Equipment	8065	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip	4,449	0	0	0	4,449
607	Communication Equipment	8066	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip	4,449	0	0	0	4,449

Inventory of Existing Fire Capital Equipment, Vehicles, and Facilities III

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Useful Life	LTD Depreciation	Asset Allocation	Machinery & Equipment	Major Vehicles	Furniture & Other Capital Equipment	Excluded	Total Historical Cost
608	Communication Equipment	1061	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
609	Communication Equipment	1062	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
610	Communication Equipment	1069	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
611	Communication Equipment	1070	FIRE RESCUE APX 6000 RADIO	40	404	2204	FIRE STATION #4	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
612	Communication Equipment	1071	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
613	Communication Equipment	1072	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
614	Communication Equipment	1073	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
615	Communication Equipment	1074	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
616	Communication Equipment	1075	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
617	Communication Equipment	1076	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
618	Communication Equipment	1077	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
619	Communication Equipment	1078	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
620	Communication Equipment	1079	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
621	Communication Equipment	1080	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
622	Communication Equipment	1081	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
623	Communication Equipment	1082	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
624	Communication Equipment	1083	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
625	Communication Equipment	1084	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
626	Communication Equipment	1085	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
627	Communication Equipment	1086	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
628	Communication Equipment	1087	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
629	Communication Equipment	1088	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
630	Communication Equipment	1089	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
631	Communication Equipment	1090	FIRE RESCUE APX 6000 RADIO	40	404	2234	FIRE STATION #4	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
632	Communication Equipment	1091	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
633	Communication Equipment	1092	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
634	Communication Equipment	1093	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
635	Communication Equipment	1094	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
636	Communication Equipment	1095	FIRE RESCUE APX 6000 RADIO	40	404	1004	BOATHOUSE	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
637	Communication Equipment	1096	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
638	Communication Equipment	1097	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
639	Communication Equipment	1098	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
640	Communication Equipment	1099	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
641	Communication Equipment	1100	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
642	Communication Equipment	1101	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
643	Communication Equipment	1102	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
644	Communication Equipment	1103	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
645	Communication Equipment	1104	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
646	Communication Equipment	1105	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
647	Communication Equipment	1106	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
648	Communication Equipment	1107	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
649	Communication Equipment	1108	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
650	Communication Equipment	1109	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
651	Communication Equipment	1110	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
652	Communication Equipment	1111	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
653	Communication Equipment	1112	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
654	Communication Equipment	1113	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
655	Communication Equipment	1114	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
656	Communication Equipment	1115	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
657	Communication Equipment	1116	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
658	Communication Equipment	1117	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
659	Communication Equipment	1118	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
660	Communication Equipment	1119	FIRE RESCUE APX 6000 RADIO	40	404	2204	FIRE STATION #4	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
661	Communication Equipment	1120	FIRE RESCUE APX 6000 RADIO	40	404	2204	FIRE STATION #4	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
662	Communication Equipment	1121	FIRE RESCUE APX 6000 RADIO	40	404	2204	FIRE STATION #4	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
663	Communication Equipment	1122	FIRE RESCUE APX 6000 RADIO	40	404	2204	FIRE STATION #4	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
664	Communication Equipment	1123	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
665	Communication Equipment	1124	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
666	Communication Equipment	1125	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
667	Communication Equipment	1126	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
668	Communication Equipment	1127	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
669	Communication Equipment	1128	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
670	Communication Equipment	1129	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
671	Communication Equipment	1130	FIRE RESCUE APX 6000 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
672	Communication Equipment	1131	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
673	Communication Equipment	1132	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
674	Communication Equipment	1133	FIRE RESCUE APX 6000 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
675	Communication Equipment	1134	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
676	Communication Equipment	1135	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
677	Communication Equipment	1136	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
678	Communication Equipment	1137	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
679	Communication Equipment	1138	FIRE RESCUE APX 6000 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449
680	Communication Equipment	1139	FIRE RESCUE APX 6000 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	4,449	10	853	Mach. & Equip.	4,449	0	0	0	4,449

Appendix J
City of Chermont
Fire Rescue Services Impact Fee Analysis
Inventory of Existing Fire Capital Equipment, Vehicles, and Facilities III

Line	Category	Asset #	Description	Class CD	Subclass	Location	Location Description	Date Acq	Acq Cost	Est Useful Life	LTD Depreciation	Asset Allocation Factor	Machinery & Equipment	Major Vehicle	Furniture & Other Capital Equipment	Excluded	Total Historical Cost
684	Communication Equipment	8040	PUBLIC SAFETY APX 4500 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	2,218	10	425	Mach & Equip	2,218	0	0	0	2,218
685	Communication Equipment	8050	PUBLIC SAFETY APX 4500 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	2,218	10	425	Mach & Equip	2,218	0	0	0	2,218
686	Communication Equipment	8051	PUBLIC SAFETY APX 4500 RADIO	40	404	2204	FIRE STATION #4	11/20/2018	2,218	10	425	Mach & Equip	2,218	0	0	0	2,218
687	Communication Equipment	8052	PUBLIC SAFETY APX 4500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	2,218	10	425	Mach & Equip	2,218	0	0	0	2,218
688	Communication Equipment	8019	PUBLIC SAFETY APX 6500 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
689	Communication Equipment	8020	PUBLIC SAFETY APX 6500 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
690	Communication Equipment	8021	PUBLIC SAFETY APX 6500 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
691	Communication Equipment	8022	PUBLIC SAFETY APX 6500 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
692	Communication Equipment	8023	PUBLIC SAFETY APX 6500 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
693	Communication Equipment	8024	PUBLIC SAFETY APX 6500 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
694	Communication Equipment	8025	PUBLIC SAFETY APX 6500 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
695	Communication Equipment	8026	PUBLIC SAFETY APX 6500 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
696	Communication Equipment	8027	PUBLIC SAFETY APX 6500 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
697	Communication Equipment	8028	PUBLIC SAFETY APX 6500 RADIO	40	404	2204	FIRE STATION #4	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
698	Communication Equipment	8029	PUBLIC SAFETY APX 6500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
699	Communication Equipment	8030	PUBLIC SAFETY APX 6500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
700	Communication Equipment	8031	PUBLIC SAFETY APX 6500 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
701	Communication Equipment	8032	PUBLIC SAFETY APX 6500 RADIO	40	404	1004	BOATHOUSE	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
702	Communication Equipment	8033	PUBLIC SAFETY APX 6500 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
703	Communication Equipment	8034	PUBLIC SAFETY APX 6500 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
704	Communication Equipment	8035	PUBLIC SAFETY APX 6500 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
705	Communication Equipment	8036	PUBLIC SAFETY APX 6500 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
706	Communication Equipment	8037	PUBLIC SAFETY APX 6500 RADIO	40	404	2204	FIRE STATION #4	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
707	Communication Equipment	8038	PUBLIC SAFETY APX 6500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
708	Communication Equipment	8039	PUBLIC SAFETY APX 6500 RADIO	40	404	2201	FIRE STATION #1	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
709	Communication Equipment	8040	PUBLIC SAFETY APX 6500 RADIO	40	404	2202	FIRE STATION #2	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
710	Communication Equipment	8041	PUBLIC SAFETY APX 6500 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
711	Communication Equipment	8042	PUBLIC SAFETY APX 6500 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
712	Communication Equipment	8043	PUBLIC SAFETY APX 6500 RADIO	40	404	2203	FIRE STATION #3	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
713	Communication Equipment	8044	PUBLIC SAFETY APX 6500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
714	Communication Equipment	8045	PUBLIC SAFETY APX 6500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
715	Communication Equipment	8046	PUBLIC SAFETY APX 6500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
716	Communication Equipment	8047	PUBLIC SAFETY APX 6500 RADIO	40	404	1005	FIRE STATION ADMIN	11/20/2018	3,669	10	703	Mach & Equip	3,669	0	0	0	3,669
717	Communication Equipment	8255	PUBLIC SAFETY APX 4500 RADIO	40	404	1005	FIRE STATION ADMIN	12/10/2018	2,218	10	407	Mach & Equip	2,218	0	0	0	2,218
718	Communication Equipment	8256	PUBLIC SAFETY APX 4500 RADIO	40	404	1005	FIRE STATION ADMIN	12/10/2018	2,218	10	407	Mach & Equip	2,218	0	0	0	2,218
719	Communication Equipment	8257	PUBLIC SAFETY APX 4500 RADIO	40	404	1005	FIRE STATION ADMIN	12/10/2018	2,218	10	407	Mach & Equip	2,218	0	0	0	2,218
720	Traffic Control Devices	6064	EMERGENCY TRAFFIC SIGNAL STATION #1	40	404	2201	FIRE STATION #1	3/27/2004	58,400	10	58,400	Facilities	0	0	58,400	0	58,400
721	Traffic Control Devices	6108	TRAFFIC SIGNAL AT FIRE STATION #2	40	404	2202	FIRE STATION #2	12/6/2005	48,917	10	48,917	Facilities	0	0	48,917	0	48,917
722	Traffic Control Devices	8416	TRAFFIC CONTROL DEVICE 1	40	404	1005	FIRE STATION ADMIN	3/25/2019	11,147	5	3,530	Mach & Equip	11,147	0	0	0	11,147
723	Traffic Control Devices	8417	TRAFFIC CONTROL DEVICE 2	40	404	1005	FIRE STATION ADMIN	3/25/2019	11,147	5	3,530	Mach & Equip	11,147	0	0	0	11,147
724	Traffic Control Devices	8418	TRAFFIC CONTROL DEVICE 3	40	404	1005	FIRE STATION ADMIN	3/25/2019	11,147	5	3,530	Mach & Equip	11,147	0	0	0	11,147
725	Traffic Control Devices	8419	TRAFFIC CONTROL DEVICE 4	40	404	1005	FIRE STATION ADMIN	3/25/2019	11,147	5	3,530	Mach & Equip	11,147	0	0	0	11,147
726	Traffic Control Devices	8420	TRAFFIC CONTROL DEVICE 5	40	404	1005	FIRE STATION ADMIN	3/25/2019	11,147	5	3,530	Mach & Equip	11,147	0	0	0	11,147
727	Traffic Control Devices	8421	TRAFFIC CONTROL DEVICE 6	40	404	1005	FIRE STATION ADMIN	3/25/2019	11,147	5	3,530	Mach & Equip	11,147	0	0	0	11,147
728	Software	6074	UPGRADE FIRE DEPT SERVER	40	403	2201	FIRE STATION #1	5/30/2004	21,416	5	21,416	Mach & Equip	21,416	0	0	0	21,416
729	Software	6081	NETWORK UPGRADES FOR FIRE DEPT	40	403	2201	FIRE STATION #1	12/10/2004	7,574	7	7,574	Mach & Equip	7,574	0	0	0	7,574
730	Software	8602	HANDHEVY SOFTWARE	80	801	1005	FIRE STATION ADMIN	1/11/2019	3,824	5	701	Mach & Equip	3,824	0	0	0	3,824
731	Software	8625	ABODE SOFTWARE	80	801	1005	FIRE STATION ADMIN	3/16/2020	8,000	5	993	Mach & Equip	8,000	0	0	0	8,000
732	Software	8637	DECCAN SOFTWARE	80	801	1005	FIRE STATION ADMIN	4/2/2020	36,584	5	3,658	Mach & Equip	36,584	0	0	0	36,584
733	Total								<u>\$ 14,105,519</u>		<u>\$ 7,949,011</u>		<u>\$ 2,459,895</u>	<u>\$ 5,307,237</u>	<u>\$ 6,338,380</u>	<u>\$ -</u>	<u>\$ 14,105,519</u>

Footnote:
(1) Amounts shown as provided by the City as of September 30, 2021

Appendix 4
City of Cleves
Parks and Recreation Impact Fee Analysis

Inventory of Existing Parks and Recreation Capital Equipment, Vehicles and Facilities

Line No	Asset	Asset	Description	Location Desc	Date Acquired	Acquisition Cost	Est Useful Life	LTD Asset Depn	Asset Category	Machinery & Equipment	Major Vehicle	Facilities & Other Capital Equipment	Excluded	Total
1	6681	6681	CLEMONT CITY CENTER	CLEMONT CITY CENTER	9/30/2013	\$3,806,369.18	30	\$95,242.72	Facilities	\$0	\$0	\$3,806,369	\$0	\$3,806,369
2	6784	6784	CLEMONT ARTS & RECREATION CENTER	ARTS RECREATION CENTER	6/15/2014	4,368,666.98	20	1,336,518.94	Facilities	0	0	4,368,667	0	4,368,667
3	5150	5150	HISTORIC LIBRARY	PUBLIC WORKS	1/1/1972	106,000.00	10	106,000.00	Facilities	0	0	106,000	0	106,000
4	5198	5198	CONCESSION STAND 12TH ST PARK	PARKS / PLAYGROUNDS	9/30/1991	44,997.00	10	44,997.00	Facilities	0	0	44,997	0	44,997
5	5200	5200	PAVILLION 12TH STREET PARK	PARKS / PLAYGROUNDS	9/30/1992	22,182.00	10	22,182.00	Facilities	0	0	22,182	0	22,182
6	5201	5201	RESTROOMS 12TH ST PARK	PARKS / PLAYGROUNDS	9/30/1992	27,319.00	10	27,319.00	Facilities	0	0	27,319	0	27,319
7	5202	5202	STORAGE 12TH ST PARK	PARKS / PLAYGROUNDS	9/30/1992	19,122.00	10	19,122.00	Facilities	0	0	19,122	0	19,122
8	5440	5440	CEMETARY ADDITION	PUBLIC WORKS	1/1/1972	2,000.00	10	2,000.00	Excluded	0	0	0	2,000	2,000
9	6413	6413	COLUMBARIUM KITCHEN #1 & 7	PARKS / PLAYGROUNDS	9/30/2009	21,725.00	10	21,725.00	Excluded	0	0	0	21,725	21,725
10	6413	6413	HISTORIC LIBRARY	PARKS / PLAYGROUNDS	9/30/2010	203,521.01	15	136,811.35	Facilities	0	0	203,521	0	203,521
11	6452	6452	HISTORIC VILLAGE	PARKS / PLAYGROUNDS	9/30/2010	304,181.13	10	304,181.13	Facilities	0	0	304,181	0	304,181
12	6319	6319	QUONSET HUT REINFORCE WALL WITH METAL	PARKS / PLAYGROUNDS	5/27/2011	6,047.76	10	5,694.97	Facilities	0	0	6,048	0	6,048
13	6552	6552	HIGHLANDER HUT AND WATERFRONT PAVILION	PARKS / PLAYGROUNDS	6/30/2011	1,428,354.95	30	444,377.08	Facilities	0	0	1,428,355	0	1,428,355
14	6576	6576	HISTORIC VILLAGE FIRE & SECURITY SYSTEM	PARKS / PLAYGROUNDS	1/1/2012	5,985.00	15	3,491.25	Facilities	0	0	5,985	0	5,985
15	6673	6673	WATERFRONT BLOCK RENTAL BUILDING	PARKS / PLAYGROUNDS	9/30/2013	3,657.78	10	4,007.60	Facilities	0	0	3,658	0	3,658
16	6692	6692	HERKING HOOKS SCHOOL HOUSE REPLICA	PARKS / PLAYGROUNDS	4/16/2013	15,000.00	5	15,000.00	Excluded	0	0	0	15,000	15,000
17	6934	6934	BOATHOUSE ROWING FACILITY	PARKS / PLAYGROUNDS	1/1/2015	1,022,081.41	50	96,759.72	Facilities	0	0	1,022,081	0	1,022,081
18	6962	6962	PUMP SHED AT PALATKA PARK	PARKS / PLAYGROUNDS	2/15/2015	2,330.00	7	1,805.23	Facilities	0	0	2,330	0	2,330
19	8327	8327	IMPROVEMENTS TO WOMEN'S CLUB	PARKS / PLAYGROUNDS	3/15/2020	5,060.00	10	295.17	Facilities	0	0	5,060	0	5,060
20	8479	8479	LESLOR RECREATION CENTER	PARKS / PLAYGROUNDS	10/24/2019	482,072.82	30	16,069.09	Facilities	0	0	482,073	0	482,073
21	5719	5719	TENNIS COURTS	PARKS / PLAYGROUNDS	1/1/1972	1,904.00	10	1,904.00	Facilities	0	0	1,904	0	1,904
22	5721	5721	JAYCEE BEACH IMPROVEMENTS	PARKS / PLAYGROUNDS	1/1/1972	4,622.00	10	4,622.00	Facilities	0	0	4,622	0	4,622
23	5722	5722	RESURFACE TENNIS COURTS & LEVEL FENCE	PARKS / PLAYGROUNDS	9/30/1975	6,623.00	10	6,623.00	Facilities	0	0	6,623	0	6,623
24	5723	5723	BOAT RAMP AND FERRIS	PARKS / PLAYGROUNDS	9/30/1975	7,588.00	10	7,588.00	Facilities	0	0	7,588	0	7,588
25	5724	5724	BALLFIELDS	PARKS / PLAYGROUNDS	9/30/1978	26,400.00	10	26,400.00	Facilities	0	0	26,400	0	26,400
26	5725	5725	ELEMENTARY FIELD IMPROVEMENTS	PARKS / PLAYGROUNDS	9/30/1978	5,138.00	10	5,138.00	Facilities	0	0	5,138	0	5,138
27	5726	5726	PAVE COURTS AT ELEMENTARY SCHOOL	PARKS / PLAYGROUNDS	9/30/1979	3,480.00	10	3,480.00	Facilities	0	0	3,480	0	3,480
28	5727	5727	JAYCEE BEACH FENCING	PARKS / PLAYGROUNDS	9/30/1980	5,244.00	10	5,244.00	Facilities	0	0	5,244	0	5,244
29	5728	5728	BISHOP FIELD LIGHTS	PARKS / PLAYGROUNDS	9/30/1983	1,909.00	10	1,909.00	Facilities	0	0	1,909	0	1,909
30	5729	5729	BOAT RAMP RENOVATIONS	PARKS / PLAYGROUNDS	9/30/1983	3,313.00	10	3,313.00	Facilities	0	0	3,313	0	3,313
31	5730	5730	BISHOP FIELD POLES	PARKS / PLAYGROUNDS	9/30/1984	7,479.00	10	7,479.00	Facilities	0	0	7,479	0	7,479
32	5731	5731	FITNESS TRAIL	PARKS / PLAYGROUNDS	9/30/1984	827.00	10	827.00	Facilities	0	0	827	0	827
33	5732	5732	JAYCEE BEACH PUBLIC SWIMMING	PARKS / PLAYGROUNDS	9/30/1986	3,980.00	10	3,980.00	Facilities	0	0	3,980	0	3,980
34	5733	5733	SHUFFLEBOARD COURTS	PARKS / PLAYGROUNDS	9/30/1988	4,608.00	10	4,608.00	Facilities	0	0	4,608	0	4,608
35	5734	5734	RESURFACING SHUFFLEBOARD COURTS	PARKS / PLAYGROUNDS	9/30/1988	3,076.00	10	3,076.00	Facilities	0	0	3,076	0	3,076
36	5735	5735	JAYCEE BEACH SEAWALL	PARKS / PLAYGROUNDS	9/30/1988	677.00	10	677.00	Facilities	0	0	677	0	677
37	5736	5736	EAST AVE BALLFIELD FENCING	PARKS / PLAYGROUNDS	9/30/1989	2,265.00	10	2,265.00	Facilities	0	0	2,265	0	2,265
38	5737	5737	JAYCEE BEACH EMISSION CONTROL	PARKS / PLAYGROUNDS	9/30/1989	6,840.00	10	6,840.00	Facilities	0	0	6,840	0	6,840
39	5738	5738	WEST BEACH IMPROVEMENTS	PARKS / PLAYGROUNDS	9/30/1989	8,700.00	10	8,700.00	Facilities	0	0	8,700	0	8,700
40	5739	5739	12TH STREET PARK	PARKS / PLAYGROUNDS	9/30/1989	33,826.00	10	33,826.00	Facilities	0	0	33,826	0	33,826
41	5740	5740	RESURFACE COURTS AT KESLOR PARK	PARKS / PLAYGROUNDS	9/30/1990	5,860.00	10	5,860.00	Facilities	0	0	5,860	0	5,860
42	5741	5741	12TH ST PARK ENGINEERING ASPHALT	PARKS / PLAYGROUNDS	9/30/1990	828,440.00	10	828,440.00	Facilities	0	0	828,440	0	828,440
43	5742	5742	KESLOR PARK	PARKS / PLAYGROUNDS	9/30/1990	11,876.00	10	11,876.00	Facilities	0	0	11,876	0	11,876
44	5743	5743	12TH ST COURTS - TENNIS, BASKET, VOLLEY	PARKS / PLAYGROUNDS	9/30/1991	67,244.00	10	67,244.00	Facilities	0	0	67,244	0	67,244
45	5744	5744	12TH ST IMPROVEMENTS	PARKS / PLAYGROUNDS	9/30/1991	169,781.00	10	169,781.00	Facilities	0	0	169,781	0	169,781
46	5745	5745	BISHOP FIELD LIGHTS	PARKS / PLAYGROUNDS	9/30/1992	43,868.00	10	43,868.00	Facilities	0	0	43,868	0	43,868
47	5746	5746	WEST FIELD LIGHTS	PARKS / PLAYGROUNDS	9/30/1992	35,178.00	10	35,178.00	Facilities	0	0	35,178	0	35,178
48	5747	5747	12TH ST PARK BIKE PATH	PARKS / PLAYGROUNDS	9/30/1992	19,914.00	10	19,914.00	Facilities	0	0	19,914	0	19,914
49	5748	5748	12TH ST PARK BOARDWALK	PARKS / PLAYGROUNDS	9/30/1992	96,302.00	10	96,302.00	Facilities	0	0	96,302	0	96,302
50	5749	5749	12TH ST PARK FITNESS TRAIL	PARKS / PLAYGROUNDS	9/30/1992	1,402.00	10	1,402.00	Facilities	0	0	1,402	0	1,402
51	5752	5752	12TH STREET PARK IMPROVEMENTS	PARKS / PLAYGROUNDS	9/30/1992	1,015.00	10	1,015.00	Facilities	0	0	1,015	0	1,015
52	5754	5754	12TH ST PARK BLEACHER PAD	PARKS / PLAYGROUNDS	9/30/1993	2,148.00	10	2,148.00	Facilities	0	0	2,148	0	2,148
53	5756	5756	12TH ST LANDSCAPING	PARKS / PLAYGROUNDS	9/30/1993	1,008.00	10	1,008.00	Facilities	0	0	1,008	0	1,008
54	5757	5757	BISHOP FIELD LIGHTS	PARKS / PLAYGROUNDS	9/30/1994	18,166.00	10	18,166.00	Facilities	0	0	18,166	0	18,166
55	5758	5758	JAYCEE BEACH WATERFRONT	PARKS / PLAYGROUNDS	9/30/1994	25,630.00	10	25,630.00	Facilities	0	0	25,630	0	25,630
56	5759	5759	STEPS & VETERANS PARK	PARKS / PLAYGROUNDS	9/30/1994	800.00	10	800.00	Facilities	0	0	800	0	800
57	5760	5760	KESLOR PARK SHUFFLEBOARD & TENNIS	PARKS / PLAYGROUNDS	9/30/1994	18,223.00	10	18,223.00	Facilities	0	0	18,223	0	18,223
58	5761	5761	12TH ST PARK RACQUETBALL COURT	PARKS / PLAYGROUNDS	9/30/1995	43,843.00	10	43,843.00	Facilities	0	0	43,843	0	43,843
59	5762	5762	12TH ST PARK FITNESS TRAIL	PARKS / PLAYGROUNDS	9/30/1995	8,864.00	10	8,864.00	Facilities	0	0	8,864	0	8,864
60	5764	5764	RAILS TO TRAILS	PARKS / PLAYGROUNDS	9/30/1995	25,624.00	10	25,624.00	Facilities	0	0	25,624	0	25,624
61	5765	5765	JAYCEE BEACH WATERFRONT PROJECT	PARKS / PLAYGROUNDS	9/30/1996	518,439.00	10	518,439.00	Facilities	0	0	518,439	0	518,439
62	5766	5766	JAYCEE BEACH WATERFRONT	PARKS / PLAYGROUNDS	9/30/1997	154,294.00	10	154,294.00	Facilities	0	0	154,294	0	154,294
63	5767	5767	CLEMONT/MENINGOLA BIKE PATH	PARKS / PLAYGROUNDS	9/30/1997	74,565.00	10	74,565.00	Facilities	0	0	74,565	0	74,565
64	5768	5768	HANCOCK PARK ENGINEERING	PARKS / PLAYGROUNDS	9/30/2000	59,561.00	10	59,561.00	Facilities	0	0	59,561	0	59,561
65	5769	5769	WATERFRONT PARK ENGINEERING	PARKS / PLAYGROUNDS	9/30/2000	13,695.00	10	13,695.00	Facilities	0	0	13,695	0	13,695
66	5771	5771	HANCOCK PARK	PARKS / PLAYGROUNDS	9/30/2000	501,772.00	10	501,772.00	Facilities	0	0	501,772	0	501,772
67	5772	5772	WATERFRONT PARK PHASE II	PARKS / PLAYGROUNDS	9/30/2000	70,326.00	10	70,326.00	Facilities	0	0	70,326	0	70,326
68	5773	5773	MACDONNEY PARK PAVILION & RENOVATIONS	PARKS / PLAYGROUNDS	9/30/2000	84,610.00	10	84,610.00	Facilities	0	0	84,610	0	84,610
69	5774	5774	FITNESS TRAIL STATIONS	PARKS / PLAYGROUNDS	9/30/2000	9,055.00	10	9,055.00	Facilities	0	0	9,055	0	9,055
70	5775	5775	WATERFRONT PARK DOCK	PARKS / PLAYGROUNDS	9/30/2000	78,134.00	10	78,134.00	Facilities	0	0	78,134	0	78,134
71	5776	5776	RAILS TO TRAILS LIGHTING	PARKS / PLAYGROUNDS	9/30/2000	28,352.00	10	28,352.00	Facilities	0	0	28,352	0	28,352
72	5777	5777	BIKE LINES	PARKS / PLAYGROUNDS	9/30/2000	1,810.00	10	1,810.00	Facilities	0	0	1,810	0	1,810
73	5778	5778	CHRISTNUT PARK PLAYGROUND	PARKS / PLAYGROUNDS	2/15/2008	13,553.78	10	13,553.78	Facilities	0	0	13,554	0	13,554
74	5779	5779	RESURFACING STEWART TENNIS COURTS	PARKS / PLAYGROUNDS	3/28/2008	9,800.00	10	9,800.00	Facilities	0	0	9,800	0	9,800
75	5780	5780	CEMETARIAL MODULE	PUBLIC WORKS	9/30/1985	1,563.00	10	1,563.00	Excluded	0	0	0	1,563	1,563
76	5781	5781	12 UNIT CRIMINAL MODULE	PUBLIC WORKS	9/30/1987	1,797.00	10	1,797.00	Excluded	0	0	0	1,797	1,797

Appendix 4
City of Cleburne
Parks and Recreation Impact Fee Analysis

Inventory of Existing Parks and Recreation Capital Equipment, Vehicles, and Facilities

Line No	Asset	Test Asset	Description	Location Desc	Date Acquired	Acquisition Cost	Est Useful Life	LTD Accum Dep	Asset Category	Machinery & Equipment	Major Vehicle	Facilities & Other Capital Equipment	Excluded	Total
77	5782	5782	CREMORIALS	PUBLIC WORKS	9/30/1989	333.00	10	333.00	Excluded	0	0	0	333	333
78	5783	5783	NICHES	PUBLIC WORKS	9/30/1991	102.00	10	102.00	Excluded	0	0	0	102	102
79	5784	5784	NICHES	PUBLIC WORKS	9/30/1992	2,778.00	10	2,778.00	Excluded	0	0	0	2,778	2,778
80	5785	5785	NICHES	PUBLIC WORKS	9/30/1993	2,805.00	10	2,805.00	Excluded	0	0	0	2,805	2,805
81	5786	5786	NICHES	PUBLIC WORKS	9/30/1995	3,404.00	10	3,404.00	Excluded	0	0	0	3,404	3,404
82	5787	5787	CEMETERY NICHES	PUBLIC WORKS	9/30/1999	3,262.00	10	3,262.00	Excluded	0	0	0	3,262	3,262
83	5788	5788	GOULDS 15 HP PUMP & MOTOR	PUBLIC WORKS	3/30/2001	12,070.00	10	12,070.00	Facilities	0	0	12,070	0	12,070
84	6280	6280	CEMETERY IRRIGATION SYSTEM PHASE 1	PARKS / PLAYGROUNDS	7/15/2003	8,534.00	10	8,534.00	Excluded	0	0	0	8,534	8,534
85	6282	6282	PALATKAH PARK IRRIGATION UPGRADE	PARKS / PLAYGROUNDS	4/29/2007	9,052.35	5	9,052.35	Mach. & Equip	9,052	0	0	0	9,052
86	6283	6283	OAK HILL CEMETERY DRIVE	PARKS / PLAYGROUNDS	9/30/1998	18,736.00	10	18,736.00	Excluded	0	0	0	18,736	18,736
87	6284	6284	CEMETERY IRRIGATION WELL	PARKS / PLAYGROUNDS	9/30/1999	8,746.00	10	8,746.00	Excluded	0	0	0	8,746	8,746
88	6286	6286	CEMETERY ROAD	PARKS / PLAYGROUNDS	9/30/1999	10,720.00	10	10,720.00	Excluded	0	0	0	10,720	10,720
89	6287	6287	OAK HILL CEMETERY ROAD	PARKS / PLAYGROUNDS	9/30/2000	8,636.00	10	8,636.00	Excluded	0	0	0	8,636	8,636
90	6290	6290	MCKINNEY PARK LIGHTING, ETC	PARKS / PLAYGROUNDS	9/30/1999	45,588.00	10	45,588.00	Facilities	0	0	45,588	0	45,588
91	6292	6292	SOCCER FIELD LIGHTING	PARKS / PLAYGROUNDS	9/30/1999	5,461.00	10	5,461.00	Facilities	0	0	5,461	0	5,461
92	6293	6293	MCKINNEY BASKETBALL COURT	PARKS / PLAYGROUNDS	9/30/1999	5,220.00	10	5,220.00	Facilities	0	0	5,220	0	5,220
93	6295	6295	LEANCOCK RD DECK/DECORATION SITE	PARKS / PLAYGROUNDS	9/30/1999	22,415.00	10	22,415.00	Facilities	0	0	22,415	0	22,415
94	6296	6296	LAKE MINNOLA BOAT RAIMP	PARKS / PLAYGROUNDS	9/30/1999	90,000.00	10	90,000.00	Facilities	0	0	90,000	0	90,000
95	6297	6297	LEHIGH PARK TENNIS COURT	PARKS / PLAYGROUNDS	9/30/2000	3,777.00	10	3,777.00	Facilities	0	0	3,777	0	3,777
96	6298	6298	BOAT DOCK	PARKS / PLAYGROUNDS	9/30/2000	20,048.00	10	20,048.00	Facilities	0	0	20,048	0	20,048
97	6299	6299	MCKINNEY PARK PAVILION	PARKS / PLAYGROUNDS	11/17/2000	3,190.00	10	3,190.00	Facilities	0	0	3,190	0	3,190
98	6300	6300	BASKETBALL GOALS & POSTS	PARKS / PLAYGROUNDS	12/31/2000	2,240.00	10	2,240.00	Facilities	0	0	2,240	0	2,240
99	6302	6302	CANYON COURTYARD	PARKS / PLAYGROUNDS	12/31/2001	14,216.00	10	14,216.00	Facilities	0	0	14,216	0	14,216
100	6303	6303	GAMETRUS UNIT	PARKS / PLAYGROUNDS	3/29/2001	2,800.00	10	2,800.00	Facilities	0	0	2,800	0	2,800
101	6306	6306	MEDIA MOUNTAIN	PARKS / PLAYGROUNDS	6/28/2001	12,974.00	10	12,974.00	Facilities	0	0	12,974	0	12,974
102	6307	6307	BATHROOM	PARKS / PLAYGROUNDS	6/28/2001	49,850.00	10	49,850.00	Facilities	0	0	49,850	0	49,850
103	6312	6312	TENNIS COURTS	PARKS / PLAYGROUNDS	9/30/2001	41,541.00	10	41,541.00	Facilities	0	0	41,541	0	41,541
104	6313	6313	RELAUNCHES	PARKS / PLAYGROUNDS	9/30/2001	10,136.00	10	10,136.00	Facilities	0	0	10,136	0	10,136
105	6314	6314	PARK CONSTRUCTION	PARKS / PLAYGROUNDS	9/30/2001	8,606.00	10	8,606.00	Facilities	0	0	8,606	0	8,606
106	6315	6315	LEANCOCK PARK DRAWS 5.67 & FINAL	PARKS / PLAYGROUNDS	9/30/2001	118,145.00	10	118,145.00	Facilities	0	0	118,145	0	118,145
107	6316	6316	LEANCOCK PARK FENCING	PARKS / PLAYGROUNDS	9/30/2001	61,613.00	10	61,613.00	Facilities	0	0	61,613	0	61,613
108	6317	6317	LEANCOCK PARK TENNIS COURT LIGHTING	PARKS / PLAYGROUNDS	9/30/2001	19,762.00	10	19,762.00	Facilities	0	0	19,762	0	19,762
109	6318	6318	LEANCOCK PARK FIELD LIGHTING	PARKS / PLAYGROUNDS	9/30/2001	193,209.00	10	193,209.00	Facilities	0	0	193,209	0	193,209
110	6319	6319	LEANCOCK PARK COMMISSION STAND SLAB	PARKS / PLAYGROUNDS	9/30/2001	10,440.00	10	10,440.00	Facilities	0	0	10,440	0	10,440
111	6320	6320	MUNICIPAL BOAT RAIMP RESTROOM	PARKS / PLAYGROUNDS	12/21/2001	28,500.00	10	28,500.00	Facilities	0	0	28,500	0	28,500
112	6321	6321	PALATKAH REC AREA - KIWANIS PARK	PARKS / PLAYGROUNDS	2/8/2002	24,951.10	10	24,951.10	Facilities	0	0	24,951	0	24,951
113	6322	6322	CHANDLER FENCE - HANCOCK PARK	PARKS / PLAYGROUNDS	2/8/2002	2,573.11	10	2,573.11	Facilities	0	0	2,573	0	2,573
114	6323	6323	FLAG POLE - HANCOCK PARK	PARKS / PLAYGROUNDS	2/8/2002	1,599.00	10	1,599.00	Facilities	0	0	1,599	0	1,599
115	6324	6324	RAILS TO TRAILS - LIGHTING FIXTURES	PARKS / PLAYGROUNDS	4/18/2002	16,916.36	10	16,916.36	Facilities	0	0	16,916	0	16,916
116	6325	6325	HANCOCK PARK LIGHTING	PARKS / PLAYGROUNDS	6/28/2002	56,580.00	10	56,580.00	Facilities	0	0	56,580	0	56,580
117	6326	6326	BISHOP FIELD IRRIGATION WELL & PUMP	PARKS / PLAYGROUNDS	9/30/2002	8,495.00	10	8,495.00	Facilities	0	0	8,495	0	8,495
118	6328	6328	HANCOCK PARK PAVILION	PARKS / PLAYGROUNDS	6/9/2003	64,900.00	10	64,900.00	Facilities	0	0	64,900	0	64,900
119	6329	6329	PALATKAH PARK LIGHTING UPGRADE	PARKS / PLAYGROUNDS	9/9/2005	58,529.05	10	58,529.05	Facilities	0	0	58,529	0	58,529
120	6330	6330	BISHOP FIELD LIGHTING UPGRADE	PARKS / PLAYGROUNDS	9/9/2005	58,529.05	10	58,529.05	Facilities	0	0	58,529	0	58,529
121	6331	6331	TRAIL LIGHTING	PARKS / PLAYGROUNDS	9/30/2005	13,337.72	10	13,337.72	Facilities	0	0	13,338	0	13,338
122	6332	6332	HANCOCK PARK LIGHTING UPGRADES	PARKS / PLAYGROUNDS	11/24/2004	93,875.00	10	93,875.00	Facilities	0	0	93,875	0	93,875
123	6334	6334	BATTING CAGES	PARKS / PLAYGROUNDS	9/28/2006	3,868.00	10	3,868.00	Facilities	0	0	3,868	0	3,868
124	6335	6335	BATTING CAGE NETTING WEST	PARKS / PLAYGROUNDS	8/15/2006	1,207.80	5	1,207.80	Mach. & Equip	1,208	0	0	0	1,208
125	6336	6336	L-SHAPED PITCHERS PROTECTOR	PARKS / PLAYGROUNDS	8/18/2006	831.60	5	831.60	Mach. & Equip	832	0	0	0	832
126	6337	6337	PALATKAH PARK IMPROVEMENTS	PARKS / PLAYGROUNDS	9/30/2007	5,690.95	10	5,690.95	Facilities	0	0	5,691	0	5,691
127	6338	6338	BASEBALL FIELD	PARKS / PLAYGROUNDS	9/30/2007	6,278.06	10	6,278.06	Facilities	0	0	6,278	0	6,278
128	6339	6339	KEELOR PARK SHUFFLE BOARD COURT	PARKS / PLAYGROUNDS	9/30/2007	10,237.15	10	10,237.15	Facilities	0	0	10,237	0	10,237
129	6340	6340	LANDSCAPING	PARKS / PLAYGROUNDS	9/30/2007	3,696.93	10	3,696.93	Facilities	0	0	3,697	0	3,697
130	6377	6377	FOUNTAIN IN CENTER LAKE	PARKS / PLAYGROUNDS	9/30/2009	14,688.14	10	14,688.14	Facilities	0	0	14,688	0	14,688
131	6378	6378	RELOCATE IRRIGATION WELL PUMP	PARKS / PLAYGROUNDS	9/30/2009	12,723.26	10	12,723.26	Facilities	0	0	12,723	0	12,723
132	6380	6380	COLUMBIANUM PRIVACY WALL	PARKS / PLAYGROUNDS	2/20/2009	11,526.61	10	11,526.61	Excluded	0	0	0	11,527	11,527
133	6386	6386	ALUMINUM PICKET RAIL AT CENTER LAKE	PARKS / PLAYGROUNDS	2/13/2009	37,847.00	5	37,847.00	Mach. & Equip	37,847	0	0	0	37,847
134	6410	6410	COLUMBIANUM BRICK WALKWAY & LANDSCAPING	PARKS / PLAYGROUNDS	9/10/2010	7,919.95	10	7,919.95	Excluded	0	0	0	7,920	7,920
135	6438	6438	181 BLACK GRANITE 911 MEMORIALS	PARKS / PLAYGROUNDS	2/26/2010	5,642.00	10	5,642.00	Facilities	0	0	5,642	0	5,642
136	6440	6440	HISTORIC YELLOW OAK OTHER IMPROVEMENTS	PARKS / PLAYGROUNDS	9/30/2010	16,530.95	15	11,112.46	Facilities	0	0	16,531	0	16,531
137	6553	6553	WEST PARK RENOVATIONS	PARKS / PLAYGROUNDS	3/1/2011	874,614.07	15	539,397.14	Facilities	0	0	874,698	0	874,698
138	6674	6674	601 W MONTROSE ST PASSIVE PARK	PARKS / PLAYGROUNDS	9/30/2013	24,819.50	15	44,772.88	Facilities	0	0	94,820	0	94,820
139	6675	6675	LABOROM PARK PLAYGROUND	PARKS / PLAYGROUNDS	6/15/2013	127,055.51	10	91,173.89	Facilities	0	0	127,055	0	127,055
140	6676	6676	LABOROM PARK NATURE EXPLORER CENTER	PARKS / PLAYGROUNDS	6/15/2013	37,561.98	10	27,545.46	Facilities	0	0	37,562	0	37,562
141	6747	6747	OAK HILL CEMETERY EXPANSION	PUBLIC WORKS	5/30/2014	148,061.57	15	63,337.44	Excluded	0	0	0	148,062	148,062
142	6933	6933	CHAMPIONS SPLASH PARK	PARKS / PLAYGROUNDS	3/1/2015	314,661.81	20	128,208.63	Facilities	0	0	514,662	0	514,662
143	6955	6955	LAKE HUAWATHA DEVELOPMENT	LAKE HUAWATHA PRESERVE	9/30/2015	4,371,197.54	50	404,871.06	Facilities	0	0	4,371,198	0	4,371,198
144	6960	6960	TRAIL LIGHTING - WEST BECK TO 561 BRDG	PARKS / PLAYGROUNDS	12/12/2014	29,951.48	10	17,471.71	Facilities	0	0	29,951	0	29,951
145	6961	6961	WEST BEACH PARK RENOVATIONS	PARKS / PLAYGROUNDS	2/13/2015	33,967.55	10	19,248.28	Facilities	0	0	33,968	0	33,968
146	6962	6962	KEELOR PARK TENNIS COURT FENCE	PARKS / PLAYGROUNDS	5/15/2015	18,385.00	25	7,291.12	Facilities	0	0	18,385	0	18,385
147	6964	6964	PARK PAL REC/OUTBALL COURT FENCE	PARKS / PLAYGROUNDS	12/29/15	20,270.00	5	30,370.00	Mach. & Equip	20,370	0	0	0	20,370
148	6965	6965	WATERFRONT PARK RAILINGS	PARKS / PLAYGROUNDS	7/29/15	6,615.00	5	6,615.00	Mach. & Equip	5,615	0	0	0	6,615
149	6966	6966	WATERFRONT PARK RAILINGS	PARKS / PLAYGROUNDS	9/18/2015	41,445.00	10	23,084.54	Facilities	0	0	41,445	0	41,445
150	7034	7034	TWO POST CANTILEVER SHADE STRUCTURE #1	PARKS / PLAYGROUNDS	9/15/2016	6,571.00	7	3,287.50	Facilities	0	0	6,571	0	6,571
151	7035	7035	3D/5D/6D LIBRARY BDR	PARKS / PLAYGROUNDS	7/27/2016	2,330.00	5	1,895.50	Mach. & Equip	2,330	0	0	0	2,330
152	7111	7111	PALATKAH KONGWANG PLAYGROUND	PUBLIC WORKS	9/10/2016	241,659.28	10	98,677.55	Facilities	0	0	241,659	0	241,659

Appendix 4
City of Cleveland
Parks and Recreation Impact Fee Analysis

Inventory of Existing Parks and Recreation Capital Equipment, Vehicles, and Facilities

Line No	Asset	Year Acquired	Description	Location Desc	Date Acquired	Acquisition Cost	Est Useful Life	LTD Accum Dep	Asset Category	Machinery & Equipment	Major Vehicle	Facilities & Other Capital Equipment	Excluded	Total
153	7112		CONTROL LINK LIGHTING BISHOP PARK	PARKS / PLAYGROUNDS	6/10/2016	7,950.00	10	3,445.00	Facilities	0	0	7,950	0	7,950
154	7113		CONTROL LINK LIGHTING MCKINNEY PARK	PARKS / PLAYGROUNDS	6/10/2016	7,950.00	10	3,445.00	Facilities	0	0	7,950	0	7,950
155	7114		CONTROL LINK LIGHTING PARK FALLS	PARKS / PLAYGROUNDS	6/10/2016	29,100.00	10	12,610.00	Facilities	0	0	29,100	0	29,100
156	7115		HANCOCK SOCCER FIELD LIGHTING PHASE 3	PARKS / PLAYGROUNDS	5/4/2016	67,300.00	10	26,724.17	Facilities	0	0	67,300	0	67,300
157	7117		SINGLE CANTILEVER SHADE STRUCTURE #2	PARKS / PLAYGROUNDS	9/15/2016	25,617.61	5	26,921.65	Mach. & Equip	25,618	0	0	0	25,618
158	7225		1TH STREET LIGHTING LAMP POSTS	COMMUNITY REDEV AGENCY	6/30/2017	89,167.25	7	3,287.50	Facilities	0	0	6,575	0	6,575
160	7226		HANCOCK-5 BATTING CAGES & 4 DBL RULL PEN	PARKS / PLAYGROUNDS	5/23/2017	24,618.55	10	11,990.56	Facilities	0	0	89,167	0	89,167
161	7227		WATTSBORO PARK CANOE & KAYAK COUURE	BOATHOUSE	6/23/2017	61,000.00	10	26,333.33	Facilities	0	0	32,619	0	32,619
162	7230		CONTROL LINK LIGHTING-HANCOCK PARK	PARKS / PLAYGROUNDS	12/16/2016	38,250.00	10	14,662.50	Facilities	0	0	61,000	0	61,000
163	7231		CONTROL LINK LIGHTING LAMP FELTER	PARKS / PLAYGROUNDS	12/16/2016	9,200.00	10	3,726.67	Facilities	0	0	38,250	0	38,250
164	7232		PALATKAHA BLEACHERS #1	PARKS / PLAYGROUNDS	12/7/2017	9,063.50	10	3,171.87	Facilities	0	0	9,200	0	9,200
165	7233		PALATKAHA BLEACHERS #2	PARKS / PLAYGROUNDS	3/31/2017	9,062.50	10	3,171.87	Facilities	0	0	9,063	0	9,063
166	7234		PALATKAHA BLEACHERS #3	PARKS / PLAYGROUNDS	3/31/2017	9,062.50	10	3,171.87	Facilities	0	0	9,063	0	9,063
167	7247		TWO POST CANTILEVER SHADE STRUCTURE #3	PARKS / PLAYGROUNDS	3/31/2017	6,575.00	7	3,287.50	Facilities	0	0	9,063	0	9,063
168	7248		TWO POST CANTILEVER SHADE STRUCTURE #4	PARKS / PLAYGROUNDS	3/31/2017	6,575.00	7	3,287.50	Facilities	0	0	6,575	0	6,575
169	7249		TWO POST CANTILEVER SHADE STRUCTURE #5	PARKS / PLAYGROUNDS	3/31/2017	6,575.00	7	3,287.50	Facilities	0	0	6,575	0	6,575
170	7251		TWO POST CANTILEVER SHADE STRUCTURE #6	PARKS / PLAYGROUNDS	3/31/2017	6,575.00	7	3,287.50	Facilities	0	0	6,575	0	6,575
171	7252		TWO POST CANTILEVER SHADE STRUCTURE #7	PARKS / PLAYGROUNDS	3/31/2017	7,327.50	7	3,663.75	Facilities	0	0	6,575	0	6,575
172	7253		TWO POST CANTILEVER SHADE STRUCTURE #8	PARKS / PLAYGROUNDS	3/31/2017	6,575.00	7	3,287.50	Facilities	0	0	7,328	0	7,328
173	7254		PALATKAHA BLEACHERS #4	PARKS / PLAYGROUNDS	3/31/2017	10,375.00	10	3,631.25	Facilities	0	0	6,575	0	6,575
174	7255		PALATKAHA BLEACHERS #5	PARKS / PLAYGROUNDS	3/31/2017	9,062.50	10	3,171.87	Facilities	0	0	10,375	0	10,375
175	7256		PALATKAHA BLEACHERS #6	PARKS / PLAYGROUNDS	3/31/2017	9,062.50	10	3,171.87	Facilities	0	0	9,063	0	9,063
176	7257		PALATKAHA BLEACHERS #7	PARKS / PLAYGROUNDS	3/31/2017	9,062.50	10	3,171.87	Facilities	0	0	9,063	0	9,063
177	7258		PALATKAHA BLEACHERS #8	PARKS / PLAYGROUNDS	3/31/2017	4,750.00	10	1,662.50	Facilities	0	0	4,750	0	4,750
178	7259		PALATKAHA BLEACHERS #9	PARKS / PLAYGROUNDS	3/31/2017	4,750.00	10	1,662.50	Facilities	0	0	4,750	0	4,750
179	7260		PALATKAHA BLEACHERS #10	PARKS / PLAYGROUNDS	3/31/2017	4,750.00	10	1,662.50	Facilities	0	0	4,750	0	4,750
180	7274		2 SIDED SOX HANCOCK PARK	PARKS / PLAYGROUNDS	1/23/2017	8,477.56	10	3,179.09	Facilities	0	0	4,750	0	4,750
181	7275		1 SIDED SOX WATERFRONT PARK	PARKS / PLAYGROUNDS	1/23/2017	7,678.34	10	2,879.37	Facilities	0	0	8,478	0	8,478
182	7276		1 SIDED SOX PALATKAHA PARK	PARKS / PLAYGROUNDS	1/27/2017	7,678.34	10	2,879.37	Facilities	0	0	7,678	0	7,678
183	7277		1 SIDED SOX MCKINNEY PARK	PARKS / PLAYGROUNDS	1/27/2017	7,678.34	10	2,879.37	Facilities	0	0	7,678	0	7,678
184	7278		HISTORICAL WATER TOWER	PARKS / PLAYGROUNDS	3/5/2017	60,048.00	15	15,012.00	Facilities	0	0	60,048	0	60,048
185	7283		BASEBALL CLAY & TARP PALATKAHA PARK	PARKS / PLAYGROUNDS	4/9/2017	10,178.32	10	3,362.41	Facilities	0	0	10,178	0	10,178
186	7329		HANCOCK PARK RENOVATIONS	PARKS / PLAYGROUNDS	5/9/2017	571,702.67	10	195,531.75	Facilities	0	0	571,703	0	571,703
187	7330		COLUMBIANUM (4 NCHS)	PARKS / PLAYGROUNDS	8/8/2017	7,462.00	10	2,300.78	Excluded	0	0	7,462	0	7,462
188	7331		RESTROOM UPGRADES AT ARC	ARTS RECREATION CENTER	9/30/2017	22,782.62	10	5,540.47	Facilities	0	0	22,783	0	22,783
189	7375		DUG OUT ROOF PALATKAHA PARK	PARKS / PLAYGROUNDS	4/20/2017	21,145.00	10	7,400.75	Facilities	0	0	21,145	0	21,145
190	7559		DISC GOLF (ACTIVITY)	LAKE HAWATHA PRESERVE	7/5/2018	34,456.00	20	3,876.30	Facilities	0	0	34,456	0	34,456
191	7617		BASKETBALL COURT LIGHTING-LK FELTER PARK	PARKS / PLAYGROUNDS	9/19/2018	35,375.00	20	3,684.90	Facilities	0	0	35,375	0	35,375
192	7619		RESTURFACING OF TENNIS COURTS @ LK FELTER PARK	PW-GROUNDS MTC	4/17/2018	11,000.00	10	2,750.00	Facilities	0	0	11,000	0	11,000
193	7620		NEW DUGOUT ROOF @ LAKE FELTER PARK	PW-GROUNDS MTC	4/17/2018	8,450.00	10	1,612.50	Facilities	0	0	8,450	0	8,450
194	7621		NEW BASKETBALL COURT @ LAKE FELTER PARK	PW-GROUNDS MTC	4/17/2018	11,315.00	10	2,120.59	Facilities	0	0	11,315	0	11,315
195	7622		RESTURFACING OF TENNIS COURT@HANCOCK PARK	PW-GROUNDS MTC	4/17/2018	12,000.00	10	3,000.00	Facilities	0	0	12,000	0	12,000
196	7625		NEW BLEACHERS @ HANCOCK PARK	PW-GROUNDS MTC	1/17/2018	34,500.00	10	9,487.50	Facilities	0	0	34,500	0	34,500
197	7626		BLEACHER SHADE STRUCTURE @ HANCOCK PARK	PW-GROUNDS MTC	1/17/2018	69,987.50	7	37,177.24	Facilities	0	0	69,988	0	69,988
198	7628		SOCCER FIELD BACKSTOP NETTING@HANCOCK PK	PW-GROUNDS MTC	1/17/2018	20,500.00	5	11,275.00	Mach. & Equip	20,500	0	0	0	20,500
199	7629		DUGOUT ROOF REPLACEMENT	PW-GROUNDS MTC	1/17/2018	18,500.00	15	3,391.66	Facilities	0	0	18,500	0	18,500
200	7630		RENOVATION OF LAKE FELTER PARK RESTROOM	PW-GROUNDS MTC	4/14/2018	36,000.00	10	9,900.00	Facilities	0	0	36,000	0	36,000
201	7702		VICTORY POINTE PARK	VICTORY POINTE PARK	7/27/2018	8,678,293.28	20	973,387.51	Facilities	0	0	8,678,293	0	8,678,293
202	7704		VICTORY POINTE PARK	VICTORY POINTE PARK	7/27/2018	3,245,942.52	30	243,345.56	Facilities	0	0	3,245,943	0	3,245,943
203	7852		18TH ST PARK FENCE	PARKS / PLAYGROUNDS	12/5/2018	32,255.00	10	5,913.42	Facilities	0	0	32,255	0	32,255
204	7871		LAKE FELTER LIGHTING AND POLES	PARKS / PLAYGROUNDS	11/6/2019	138,465.00	20	12,115.69	Facilities	0	0	138,465	0	138,465
205	8314		3RD ST PBR RENOVATIONS	PARKS / PLAYGROUNDS	4/9/2019	9,575.00	5	2,872.50	Mach. & Equip	9,575	0	0	0	9,575
206	8315		15TH ST PBR RENOVATIONS	PARKS / PLAYGROUNDS	4/9/2019	9,575.00	5	2,872.50	Mach. & Equip	9,575	0	0	0	9,575
207	8382		SURVEY FOR ARC STORAGE BUILDING	ARTS RECREATION CENTER	8/15/2019	1,840.00	10	214.67	Facilities	0	0	1,840	0	1,840
208	1383		TRAIL CLEARING AT ARC	ARTS RECREATION CENTER	5/26/2019	10,540.96	10	1,237.54	Facilities	0	0	10,541	0	10,541
209	1385		COLUMBIANUM AND BENCH	PARKS / PLAYGROUNDS	9/17/2019	14,980.00	10	1,622.83	Excluded	0	0	14,980	0	14,980
210	1405		LAKE HAWATHA RESTORE	LAKE HAWATHA PRESERVE	9/30/2019	4,812.71	5	1,042.75	Mach. & Equip	4,813	0	0	0	4,813
211	1426		PLAYGROUND-WATERFRONT PARK	PARKS / PLAYGROUNDS	9/30/2019	39,996.95	10	4,133.00	Facilities	0	0	39,997	0	39,997
212	1427		PLAYGROUND-MCKINNEY PARK	PARKS / PLAYGROUNDS	9/30/2019	70,142.25	10	7,599.74	Facilities	0	0	70,142	0	70,142
213	1431		BASKETBALL RESURFACING WATERFRONT	WATER FRONT PARK	9/30/2019	7,950.00	7	1,230.35	Facilities	0	0	7,950	0	7,950
214	1599		PLAYGROUND - LAKE FELTER	PARKS / PLAYGROUNDS	10/10/2019	47,998.03	10	3,999.84	Facilities	0	0	47,998	0	47,998
215	1630		RESURFACING BASKETBALL COURT	PW-GROUNDS MTC	12/2/2020	3,250.00	10	243.75	Facilities	0	0	3,250	0	3,250
216	1657		DOUBLE SIDED COLUMBIANUM	WATER FRONT PARK	1/20/2020	2,827,183.94	10	212,038.80	Facilities	0	0	2,827,184	0	2,827,184
217	1662		BOAT PUMP AND RESTROOMS	PW-GROUNDS MTC	1/19/2018	4,870.00	10	993.42	Facilities	0	0	15,000	0	15,000
218	1878		WEST BEACH ADA RESTROOMS	PARKS / PLAYGROUNDS	2/28/2019	15,000.00	10	2,500.00	Facilities	0	0	4,870	0	4,870
219	1879		VETERANS PARK DAP ASSESSMENT	PARKS / PLAYGROUNDS	10/1/2020	57,000.00	30	0.00	Facilities	0	0	57,000	0	57,000
220	1917		SEAWALL	BOATHOUSE	10/1/2020	170,960.00	10	0.00	Facilities	0	0	170,960	0	170,960
221	1918		BOAT DOCK	BOATHOUSE	10/1/2020	54,800.00	10	0.00	Facilities	0	0	54,800	0	54,800
222	1919		BOAT LAUNCH	BOATHOUSE	10/1/2020	24,468.00	10	0.00	Facilities	0	0	24,468	0	24,468
223	1934		STREETSCAPE PTH BENCHES	CLERMONT CITY CENTER	12/1/2020	20,843.00	7	20,843.00	Vehicle	0	20,843	0	0	20,843
224	1538		25TH TRXO CHRYV BLAZER #1116	PARKS / PLAYGROUNDS	16/2007	15,839.10	5	21,747.83	Vehicle	0	0	15,839	0	15,839
225	1570		2007 BEOP LIBERTY #5240	PARKS / PLAYGROUNDS	22/3/2007	21,747.83	5	21,747.83	Vehicle	0	21,748	0	0	21,748
226	1554		2007 FORD EXPLORER 4X4 #3243	PARKS / PLAYGROUNDS	12/1/2000	1,725.00	10	1,725.00	Facilities	0	0	1,725	0	1,725
227	6251		ALUMINUM BENCHES - HANCOCK PARK	PARKS / PLAYGROUNDS	6/25/2001	11,805.00	10	11,805.00	Facilities	0	0	11,805	0	11,805
228	6256		TRAIL LIGHTING - HANCOCK PARK	PARKS / PLAYGROUNDS	6/25/2001	11,805.00	10	11,805.00	Facilities	0	0	11,805	0	11,805

Appendix 4
City of Clermont
Parks and Recreation Impact Fee Analysis

Inventory of Existing Parks and Recreation Capital Equipment, Vehicles, and Facilities

Line No	Asset	Asset Description	Location Desc	Date Acquired	Acquisition Cost	Est Useful Life	LTD Accum Depr	Asset Category	Machinery & Equipment	Major Vehicle	Facilities & Other Capital Equipment	Excluded	Total
220	6257	PHALANXAMIA TENNIS COURTS	PARKS / PLAYGROUNDS	9/10/2001	9,100.00	10	9,100.00	Facilities	0	0	9,100	0	9,100
230	6260	TRULINE STRIPER	PARKS / PLAYGROUNDS	12/11/2002	1,054.00	7	1,054.00	Mach. & Equip	1,054	0	0	0	1,054
231	6266	LIGHTING DETECTION DEVICES	PARKS / PLAYGROUNDS	4/30/2003	11,790.00	5	11,790.00	Mach. & Equip	11,790	0	0	0	11,790
232	6695	SOUTH PORT PWC TRAILER	PARKS / PLAYGROUNDS	9/30/1989	0.00	5	0.00	Mach. & Equip	0	0	0	0	0
233	6696	1989 ZODIAC BOAT	PARKS / PLAYGROUNDS	9/30/1989	0.00	5	0.00	Vehicle	0	0	0	0	0
234	6720	SR SMITH PAL2 PORTABLE POOL LIFT	ARTS RECREATION CENTER	5/15/2014	5,334.76	5	5,334.76	Mach. & Equip	5,335	0	0	0	5,335
235	6721	MAXX COLD 40CF REACH IN REFRIGERATOR	ARTS RECREATION CENTER	7/15/2014	2,235.00	7	1,995.14	Mach. & Equip	2,235	0	0	0	2,235
236	6723	PACIFIC WAV-20" WIDE ABRA VACUUM	ARTS RECREATION CENTER	5/20/2014	1,639.00	5	1,639.00	Mach. & Equip	1,639	0	0	0	1,639
237	6729	2014 FORD ESCAPE	ARTS RECREATION CENTER	9/24/2014	18,635.00	5	18,635.00	Vehicle	0	18,635	0	0	18,635
238	6737	KONICA MINOLTA C3545 COPIER	ARTS RECREATION CENTER	6/30/2014	5,828.80	5	5,828.80	Mach. & Equip	5,829	0	0	0	5,829
239	6738	SHORETEL 52B100 PHONE SYSTEM W/ INSTALL	ARTS RECREATION CENTER	7/25/2014	9,986.25	10	6,241.41	Mach. & Equip	9,986	0	0	0	9,986
240	6739	RECEPTION STATION FURNITURE	ARTS RECREATION CENTER	6/15/2014	2,855.00	5	2,855.00	Mach. & Equip	2,855	0	0	0	2,855
241	6748	DELL LAPTOP 14" 5000 SERIES	ARTS RECREATION CENTER	9/30/2014	1,199.01	5	1,199.01	Mach. & Equip	1,199	0	0	0	1,199
242	6771	2014 FORD F150 # 4272	ARTS RECREATION CENTER	9/22/2014	16,013.00	5	16,013.00	Vehicle	0	16,013	0	0	16,013
243	6786	2014 FORD F250 TRUCK #5283	ARTS RECREATION CENTER	10/22/2013	23,734.00	5	23,834.00	Vehicle	0	23,834	0	0	23,834
244	6793	TRIPA OPTICS FOR ARTS & RECREATION BLDG	ARTS RECREATION CENTER	8/22/2014	87,794.42	15	36,093.25	Mach. & Equip	87,794	0	0	0	87,794
245	6802	CLERMONT ARTS & RECREATION CENTER	ARTS RECREATION CENTER	6/15/2014	2,225,078.18	30	0.00	Facilities	0	0	2,225,078	0	2,225,078
246	6832	DELL E5540 LAPTOP	ARTS RECREATION CENTER	6/17/2015	1,434.21	3	1,434.21	Mach. & Equip	1,434	0	0	0	1,434
247	6843	2015 FORD TRANSIT CONNECT # 402 VAN #4	ARTS RECREATION CENTER	5/24/2015	19,746.00	5	19,746.00	Vehicle	0	19,746	0	0	19,746
248	7015	2015 NISSAN FRONTIER TRUCK # 4426	ARTS RECREATION CENTER	7/20/2016	24,278.55	7	14,121.20	Vehicle	0	24,279	0	0	24,279
249	7016	2015 KAWASAKI MULE #010	ARTS RECREATION CENTER	5/25/2016	7,787.50	7	4,648.66	Mach. & Equip	7,788	0	0	0	7,788
250	7116	8 LANE COURSE ROWING FACILITY	PARKS / PLAYGROUNDS	9/4/2016	13,000.00	7	8,311.90	Mach. & Equip	13,000	0	0	0	13,000
251	7160	ARC SURVEILLANCE CAMERAS	ARTS RECREATION CENTER	9/17/2016	8,150.78	10	3,209.94	Mach. & Equip	8,151	0	0	0	8,151
252	7161	ARC SIGNAGE	ARTS RECREATION CENTER	9/28/2016	73,947.17	15	20,130.25	Facilities	0	0	73,947	0	73,947
253	7176	SURFACE PRO-TABLET	ARTS RECREATION CENTER	2/20/2017	1,156.97	5	848.44	Mach. & Equip	1,157	0	0	0	1,157
254	7191	2017 NISSAN FRONTIER #4430	WATERSHED PARK PIER	1/25/2017	22,362.25	5	16,771.09	Vehicle	0	22,362	0	0	22,362
255	7197	CEN PROPERTY WEST COCOLOA ST	PARKS / PLAYGROUNDS	4/6/2017	215,809.10	100	0.00	Facilities	0	0	215,809	0	215,809
256	7228	CITY CENTER TENANT IMPROVEMENTS	PARKS / PLAYGROUNDS	6/2/2017	55,000.00	5	36,666.67	Mach. & Equip	55,000	0	0	0	55,000
257	7236	POOL BLEACHER 40'X10' LOWRISSE TIP ROLL ALUM	ARTS RECREATION CENTER	3/24/2017	1,548.03	5	1,109.46	Mach. & Equip	1,548	0	0	0	1,548
258	7237	POOL BLEACHER 40'X10' LOWRISSE TIP ROLL ALUM	ARTS RECREATION CENTER	3/24/2017	1,548.03	5	1,109.46	Mach. & Equip	1,548	0	0	0	1,548
259	7280	SOCCER GOAL AT HANCOCK PARK	PARKS / PLAYGROUNDS	2/14/2017	1,896.87	3	1,896.87	Mach. & Equip	1,897	0	0	0	1,897
260	7281	SOCCER GOAL AT HANCOCK PARK	PARKS / PLAYGROUNDS	2/14/2017	1,657.03	3	1,657.03	Mach. & Equip	1,657	0	0	0	1,657
261	7324	SCISSOR LIFT #406	Clermont Performing Arts Cntr	2/16/2017	7,100.00	10	2,189.17	Mach. & Equip	7,100	0	0	0	7,100
262	7325	WIRELESS MICROPHONE SYSTEM & ACCESSORIES	Clermont City Center	5/24/2017	5,748.38	5	4,119.67	Mach. & Equip	5,748	0	0	0	5,748
263	7326	FIBEROPTICS TO CITY CENTER	Clermont City Center	4/17/2017	7,704.03	15	1,797.62	Mach. & Equip	7,704	0	0	0	7,704
264	7327	RECRAC SOFTWARE	PARKS / PLAYGROUNDS	7/21/2017	30,822.57	5	19,521.02	Mach. & Equip	30,823	0	0	0	30,823
265	7328	FIBEROPTICS TO CPAC	Clermont Performing Arts Cntr	9/15/2017	1,560.48	15	20.76	Mach. & Equip	1,560	0	0	0	1,560
266	7331	SHARP X30 P10X SCREEN PROJECTOR	Clermont Performing Arts Cntr	3/8/2017	2,250.00	5	1,612.50	Mach. & Equip	2,250	0	0	0	2,250
267	7332	SHARP X30 P10X SCREEN PROJECTOR	Clermont Performing Arts Cntr	11/28/2016	2,250.00	5	1,762.20	Mach. & Equip	2,250	0	0	0	2,250
268	7454	LIGHTING BALLON-ARISTAR 160	ARTS RECREATION CENTER	11/20/2017	3,981.48	5	2,322.53	Mach. & Equip	3,981	0	0	0	3,981
269	7455	LIGHTING BALLON-ARISTAR 160	ARTS RECREATION CENTER	11/20/2017	3,981.48	5	2,322.53	Mach. & Equip	3,981	0	0	0	3,981
270	7456	LIGHTING BALLON-ARISTAR 160	ARTS RECREATION CENTER	11/20/2017	3,981.48	5	2,322.53	Mach. & Equip	3,981	0	0	0	3,981
271	7457	LIGHTING BALLON-ARISTAR 160	ARTS RECREATION CENTER	11/20/2017	3,981.48	5	2,322.53	Mach. & Equip	3,981	0	0	0	3,981
272	7458	LIGHTING BALLON-ARISTAR 160	ARTS RECREATION CENTER	11/20/2017	3,981.48	5	2,322.53	Mach. & Equip	3,981	0	0	0	3,981
273	7466	CARDIAC SCIENCE GSA-80A ASD	ARTS RECREATION CENTER	5/25/2018	1,329.00	5	642.35	Mach. & Equip	1,329	0	0	0	1,329
274	7467	CARDIAC SCIENCE GSA-80A ASD	ARTS RECREATION CENTER	5/25/2018	1,329.00	5	642.35	Mach. & Equip	1,329	0	0	0	1,329
275	7468	CARDIAC SCIENCE GSA-80A ASD	ARTS RECREATION CENTER	5/25/2018	1,329.00	5	642.35	Mach. & Equip	1,329	0	0	0	1,329
276	7469	CARDIAC SCIENCE GSA-80A ASD	ARTS RECREATION CENTER	5/25/2018	1,329.00	5	642.35	Mach. & Equip	1,329	0	0	0	1,329
277	7470	CARDIAC SCIENCE GSA-80A ASD	ARTS RECREATION CENTER	5/25/2018	1,329.00	5	642.35	Mach. & Equip	1,329	0	0	0	1,329
278	7471	ASSISTIVE LISTENING SYSTEM	ARTS RECREATION CENTER	10/13/2017	1,390.66	5	854.39	Mach. & Equip	1,391	0	0	0	1,391
279	7570	BIOMETRIC TOUCHSCREEN TIMECLOCK-PAR/ARC	ARTS RECREATION CENTER	9/18/2018	3,070.00	5	1,279.17	Mach. & Equip	3,070	0	0	0	3,070
280	7577	DLP PROJECTOR 5500 LUMEN 1080P	ARTS RECREATION CENTER	7/31/2018	11,707.20	8	3,292.65	Mach. & Equip	11,707	0	0	0	11,707
281	7578	ARC EXTERIOR BODY	ARTS RECREATION CENTER	12/21/2017	19,980.00	15	3,774.00	Facilities	0	0	19,980	0	19,980
282	7609	DIGITAL SCOREBOARD-HANCOCK PARK	PARKS / PLAYGROUNDS	2/16/2018	9,981.97	20	1,330.93	Facilities	0	0	9,982	0	9,982
283	7610	DIGITAL SCOREBOARD-HANCOCK PARK	PARKS / PLAYGROUNDS	2/16/2018	9,981.97	20	1,330.93	Facilities	0	0	9,982	0	9,982
284	7611	DIGITAL SCOREBOARD-HANCOCK PARK	PARKS / PLAYGROUNDS	2/16/2018	9,981.97	20	1,330.93	Facilities	0	0	9,982	0	9,982
285	7612	DIGITAL SCOREBOARD-HANCOCK PARK	PARKS / PLAYGROUNDS	2/16/2018	9,981.97	20	1,330.93	Facilities	0	0	9,982	0	9,982
286	7613	DIGITAL SCOREBOARD-HANCOCK PARK	PARKS / PLAYGROUNDS	2/16/2018	9,981.97	20	1,330.93	Facilities	0	0	9,982	0	9,982
287	7614	SECURITY CAMERA FOR COC	Clermont City Center	1/10/2017	5,363.34	10	1,119.61	Mach. & Equip	5,363	0	0	0	5,363
288	7615	AUDIO VISUAL SYSTEM FOR COC	Clermont City Center	10/6/2017	13,973.54	10	4,192.06	Mach. & Equip	13,974	0	0	0	13,974
289	7676	LEX POWERHOUSE PORTABLE DISTRIBUTION BOX	Clermont Performing Arts Cntr	7/20/2018	6,048.35	5	2,721.76	Mach. & Equip	6,048	0	0	0	6,048
290	7677	INSTALLATION PIPES & CYCLOPAMA LIGHTING	Clermont Performing Arts Cntr	7/15/2018	5,822.82	5	2,620.72	Mach. & Equip	5,824	0	0	0	5,824
291	7678	ETC 10X 18 LIGHTING CONSOLE	Clermont Performing Arts Cntr	8/15/2018	9,724.41	5	4,213.91	Mach. & Equip	9,724	0	0	0	9,724
292	7679	LED THEATRICAL LIGHTING-ETC COLORSOURCE	Clermont Performing Arts Cntr	9/1/2018	1,273.86	5	530.77	Mach. & Equip	1,274	0	0	0	1,274
293	7680	LED THEATRICAL LIGHTING-ETC COLORSOURCE	Clermont Performing Arts Cntr	9/1/2018	1,273.86	5	530.77	Mach. & Equip	1,274	0	0	0	1,274
294	7681	LED THEATRICAL LIGHTING-ETC COLORSOURCE	Clermont Performing Arts Cntr	9/1/2018	1,273.86	5	530.77	Mach. & Equip	1,274	0	0	0	1,274
295	7682	LED THEATRICAL LIGHTING-ETC COLORSOURCE	Clermont Performing Arts Cntr	9/1/2018	1,273.86	5	530.77	Mach. & Equip	1,274	0	0	0	1,274
296	7683	LED THEATRICAL LIGHTING-ETC COLORSOURCE	Clermont Performing Arts Cntr	9/1/2018	1,273.86	5	530.77	Mach. & Equip	1,274	0	0	0	1,274
297	7684	LED THEATRICAL LIGHTING-ETC COLORSOURCE	Clermont Performing Arts Cntr	9/1/2018	1,273.86	5	530.77	Mach. & Equip	1,274	0	0	0	1,274
298	7685	THEATRICAL MOVING LIGHT # 1	Clermont Performing Arts Cntr	9/15/2018	1,067.00	5	444.58	Mach. & Equip	1,067	0	0	0	1,067
299	7686	THEATRICAL MOVING LIGHT # 2	Clermont Performing Arts Cntr	9/15/2018	1,067.00	5	444.58	Mach. & Equip	1,067	0	0	0	1,067
300	7687	THEATRICAL MOVING LIGHT # 3	Clermont Performing Arts Cntr	9/15/2018	1,067.00	5	444.58	Mach. & Equip	1,067	0	0	0	1,067
301	7688	THEATRICAL MOVING LIGHT # 4	Clermont Performing Arts Cntr	9/15/2018	1,067.00	5	444.58	Mach. & Equip	1,067	0	0	0	1,067
302	7689	THEATRICAL MOVING LIGHT # 5	Clermont Performing Arts Cntr	9/15/2018	1,067.00	5	444.58	Mach. & Equip	1,067	0	0	0	1,067
303	7690	THEATRICAL MOVING LIGHT # 6	Clermont Performing Arts Cntr	9/15/2018	1,067.00	5	444.58	Mach. & Equip	1,067	0	0	0	1,067
304	7691	THEATRICAL MOVING LIGHT # 7	Clermont Performing Arts Cntr	9/15/2018	1,067.00	5	444.58	Mach. & Equip	1,067	0	0	0	1,067

Appendix 4
City of Cleveland
Parks and Recreation Impact Fee Analysis

Inventory of Existing Parks and Recreation Capital Equipment, Vehicles, and Facilities

Line No	Asset	Test Asset	Description	Location Desc	Date Acquired	Acquisition Cost	Est Useful Life	LTD Accum Degr	Asset Category	Machinery & Equipment	Major Vehicle	Facilities & Other Capital Equipment	Excluded	Total
305	7692	7692	THEATRICAL MOVING LIGHT #8	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
306	7693	7693	THEATRICAL MOVING LIGHT #9	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
307	7694	7694	THEATRICAL MOVING LIGHT #10	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
308	7695	7695	THEATRICAL MOVING LIGHT #11	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
309	7696	7696	THEATRICAL MOVING LIGHT #12	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
310	7697	7697	THEATRICAL MOVING LIGHT #13	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
311	7613	7698	THEATRICAL MOVING LIGHT #14	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
312	7699	7699	THEATRICAL MOVING LIGHT #15	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
313	7700	7700	THEATRICAL MOVING LIGHT #16	Clement Performing Arts Cntr	9/15/2011	1,067.00	5		444.58	Mach & Equip			0	1,067
314	7717	7717	CAMERA AT SPLASHEAD	PARKS / PLAYGROUNDS	9/16/2019	1,037.00	5		224.68	Mach & Equip			0	1,037
315	7806	7806	COMPASS WAY-FINDING SIGNS	TRAIL HEAD	9/30/2019	7,560.00	10		1,449.00	Mach & Equip			0	7,560
316	8790	8790	P2Z VIDEO CAMERA	ARTS RECREATION CENTER	9/23/2019	1,443.71	5		312.60	Mach & Equip			0	1,444
317	8291	8291	IRISH DORTCHON VIDEO SYSTEM	ARTS RECREATION CENTER	9/18/2019	29,384.49	10		3,133.36	Mach & Equip			0	29,385
318	8292	8292	CURTAIN AND TRACK	ARTS RECREATION CENTER	8/26/2019	3,902.46	10		455.29	Mach & Equip			0	3,902
319	8293	8293	SPOTLIGHT TOWER COVERS	ARTS RECREATION CENTER	8/26/2019	1,143.48	10		133.41	Mach & Equip			0	1,143
320	8316	8316	ABC PARKING LOT LIGHTING	ARTS RECREATION CENTER	8/26/2019	8,221.00	10		1,140.61	Facilities			0	8,221
321	8317	8317	EMERGENCY LIGHTING UPS BACKUP	Clement Performing Arts Cntr	5/31/2019	8,464.07	5		2,680.29	Mach & Equip			0	8,464
322	8388	8388	BROWNSTIC TOUCHSCREEN TIMECLOCK-CCC	CLERMONT CITY CENTER	8/30/2019	2,710.00	5		587.17	Mach & Equip			0	2,710
323	8389	8389	HANCOCK PARK LED RELIGHT	PARKS / PLAYGROUNDS	7/18/2019	317,347.00	20		19,834.19	Facilities			0	317,347
324	8450	8450	SABA CONVECTION OVEN	CLERMONT CITY CENTER	8/4/2020	1,623.15	5		54.11	Mach & Equip			0	1,623
325	8528	8528	SUSSELL COMMERCIAL VACUUM	ARTS RECREATION CENTER	4/24/2020	25,993.22	7		1,856.66	Mach & Equip			0	25,993
326	8567	8567	ADA DOOR OPERATORS	Clement Performing Arts Cntr	9/17/2020	21,015.54	10		175.12	Mach & Equip			0	21,015
327	8586	8586	BLACK BOX LIGHTING UPGRADES	ARTS RECREATION CENTER	6/12/2020	1,605.76	5		1,666.25	Mach & Equip			0	1,606
328	8600	8600	WEB TRAC PAYMENT SOFTWARE	Clement Performing Arts Cntr	6/12/2020	1,399.34	5		93.29	Mach & Equip			0	1,399
329	8608	8608	LEIMUR TICKET PRINTER 2	ARTS RECREATION CENTER	6/12/2020	1,605.76	5		1,070.05	Mach & Equip			0	1,606
330	8609	8609	LEIMUR TICKET PRINTER 3	Clement Performing Arts Cntr	6/12/2020	1,399.34	5		93.29	Mach & Equip			0	1,399
331	8717	8717	LEIMUR S TICKET PRINTER 3	ARTS RECREATION CENTER	11/30/2020	1,605.76	5		1,070.05	Mach & Equip			0	1,606
332	8720	8720	IRISH DORTCHON VIDEO SYSTEM	ARTS RECREATION CENTER	11/30/2020	1,605.76	5		1,070.05	Mach & Equip			0	1,606
333	8721	8721	LO MANO MONITOR 1	ARTS RECREATION CENTER	11/30/2020	1,077.20	5		0.00	Mach & Equip			0	1,077
334	8722	8722	LO MANO MONITOR 2	ARTS RECREATION CENTER	11/30/2020	1,077.20	5		0.00	Mach & Equip			0	1,077
335	8723	8723	LO MANO MONITOR 3	ARTS RECREATION CENTER	11/30/2020	1,077.20	5		0.00	Mach & Equip			0	1,077
336	8724	8724	IRISH DORTCHON VIDEO SYSTEM	Clement Performing Arts Cntr	11/30/2020	1,238.95	5		0.00	Mach & Equip			0	1,239
337	8725	8725	IRISH DORTCHON VIDEO SYSTEM	Clement Performing Arts Cntr	11/30/2020	1,238.95	5		0.00	Mach & Equip			0	1,239
338	8726	8726	IRISH DORTCHON VIDEO SYSTEM	Clement Performing Arts Cntr	11/30/2020	1,238.95	5		0.00	Mach & Equip			0	1,239
339	8727	8727	PANASONIC 4K CAMERA SYSTEM 1	ARTS RECREATION CENTER	11/30/2020	3,215.00	5		0.00	Mach & Equip			0	3,216
340	8728	8728	PANASONIC 4K CAMERA SYSTEM 2	ARTS RECREATION CENTER	11/30/2020	3,269.48	5		0.00	Mach & Equip			0	3,269
341	8729	8729	PANASONIC 4K CAMERA SYSTEM 3	ARTS RECREATION CENTER	11/30/2020	3,269.48	5		0.00	Mach & Equip			0	3,269
342	8730	8730	IRISH DORTCHON VIDEO SYSTEM	Clement Performing Arts Cntr	11/30/2020	1,416.07	5		0.00	Mach & Equip			0	1,416
343	8747	8747	DELL LATITUDE 5410 LAPTOP	Clement Performing Arts Cntr	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
344	8748	8748	DELL LATITUDE 5410 LAPTOP	Clement Performing Arts Cntr	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
345	8749	8749	DELL LATITUDE 5410 LAPTOP	Clement Performing Arts Cntr	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
346	8750	8750	DELL LATITUDE 5410 LAPTOP	Clement Performing Arts Cntr	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
347	8751	8751	DELL LATITUDE 5410 LAPTOP	Clement Performing Arts Cntr	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
348	8752	8752	DELL LATITUDE 5410 LAPTOP	Clement Performing Arts Cntr	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
349	8753	8753	DELL LATITUDE 5410 LAPTOP	Clement Performing Arts Cntr	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
350	8759	8759	DELL LATITUDE 5410 LAPTOP	ARTS RECREATION CENTER	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
351	8760	8760	DELL LATITUDE 5410 LAPTOP	ARTS RECREATION CENTER	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
352	8761	8761	DELL LATITUDE 5410 LAPTOP	ARTS RECREATION CENTER	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
353	8778	8778	DELL LATITUDE 5410 LAPTOP	ARTS RECREATION CENTER	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
354	8779	8779	DELL LATITUDE 5410 LAPTOP	ARTS RECREATION CENTER	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
355	8780	8780	DELL LATITUDE 5410 LAPTOP	ARTS RECREATION CENTER	11/19/2020	1,847.31	3		0.00	Mach & Equip			0	1,847
356	8788	8788	DELL LATITUDE 5410 LAPTOP	ARTS RECREATION CENTER	11/19/2020	1,698.48	3		0.00	Mach & Equip			0	1,698
357	8791	8791	MONOPAD - CCC	CLERMONT CITY CENTER	11/19/2020	2,832.96	5		0.00	Mach & Equip			0	2,833
358	8792	8792	MONOPAD WITH MOUNT - CPAC	Clement Performing Arts Cntr	11/24/2020	2,651.70	5		0.00	Mach & Equip			0	2,652
359	8793	8793	MONOPAD - KISHOR BUILDING	ARTS RECREATION CENTER	11/24/2020	2,651.70	5		0.00	Mach & Equip			0	2,652
360	8941	8941	LED SIGNS #1	WATER FRONT PARK	11/30/2020	1,085.00	5		0.00	Mach & Equip			0	1,085
361	8942	8942	LED SIGNS #2	CLERMONT CITY CENTER	11/30/2020	1,085.00	5		0.00	Mach & Equip			0	1,085
362	8943	8943	TOUCHLESS THERMOMETER KIOSK	CLERMONT CITY CENTER	08/31/2020	1,590.00	3		0.00	Mach & Equip			0	1,590
363	8944	8944	HIP DESIGN/NET FORMA" PRINTER	ARTS RECREATION CENTER	12/01/2020	2,299.00	5		0.00	Mach & Equip			0	2,299
364	8945	8945	HVAC UV FILTER #1	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
365	8946	8946	HVAC UV FILTER #2	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
366	8947	8947	HVAC UV FILTER #3	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
367	8948	8948	HVAC UV FILTER #4	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
368	8949	8949	HVAC UV FILTER #5	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
369	8950	8950	HVAC UV FILTER #6	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
370	8951	8951	HVAC UV FILTER #7	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
371	8952	8952	HVAC UV FILTER #8	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
372	8953	8953	HVAC UV FILTER #9	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
373	8954	8954	HVAC UV FILTER #10	ARTS RECREATION CENTER	12/01/2020	1,168.07	5		0.00	Mach & Equip			0	1,168
374	8955	8955	AUTOMATIC DOOR OPENER	ARTS RECREATION CENTER	12/01/2020	2,896.49	5		0.00	Mach & Equip			0	2,896
375	8956	8956	BOTTLE FILLING STATION #1	ARTS RECREATION CENTER	11/30/2020	1,495.00	5		0.00	Mach & Equip			0	1,495
376	8957	8957	BOTTLE FILLING STATION #2	ARTS RECREATION CENTER	11/30/2020	1,495.00	5		0.00	Mach & Equip			0	1,495
377	8958	8958	BOTTLE FILLING STATION #3	ARTS RECREATION CENTER	11/30/2020	1,495.00	5		0.00	Mach & Equip			0	1,495
378	8959	8959	PIPE AND DRAPE	Clement Performing Arts Cntr	11/30/2020	1,465.28	5		0.00	Mach & Equip			0	1,465
379	8960	8960	CURTAIN IN REHEARSAL ROOM	Clement Performing Arts Cntr	8/21/2021	1,989.02	5		0.00	Mach & Equip			0	1,989
380	8970	8970	MIDSTAGE TRAVELING CURTAIN AT CPAC	Clement Performing Arts Cntr	8/21/2021	12,177.43	5		0.00	Mach & Equip			0	12,177

**Appendix 4
City of Clermont
Parks and Recreation Impact Fee Analysis**

Inventory of Existing Parks and Recreation Capital Equipment, Vehicles, and Facilities

Line No	Asset	Test Asset Description	Location Date	Date Acquired	Acquisition Cost	Est Useful Life	LTD Accum Depr	Asset Category	Machinery & Equipment	Major Vehicle	Facilities & Other Capital Equipment	Excluded	Total
381	8971	8971 BLACK BOX THEATRE RENOVATIONS	Clermont Performing Arts Center	9/30/2021	19,525.87	5	0.00	Mach. & Equip	19,526	0	0	0	19,526
382	9118	9118 ACTIVE THEATRE SYSTEM-AOC	CLERMONT CITY CENTER	12/31/2020	3,425.44	5	0.00	Mach. & Equip	3,425	0	0	0	3,425
383	9119	9119 ACTIVE THEATRE SYSTEM-AOC	ARTS RECREATION CENTER	12/31/2020	4,090.03	5	0.00	Mach. & Equip	4,090	0	0	0	4,090
384	9120	9120 VICTORY PONTE AUDIO SYSTEM	VICTORY PONTE PARK	3/16/2021	35,258.00	5	0.00	Mach. & Equip	35,258	0	0	0	35,258
385	9121	9121 HIGHLANDER PAVILION AUDIO SYSTEM	WATER FRONT PARK	3/16/2021	27,380.00	5	0.00	Mach. & Equip	27,380	0	0	0	27,380
386	9148	9148 PTK OPTICS CAMERA	Clermont Performing Arts Center	9/30/2021	1,376.19	5	0.00	Mach. & Equip	1,376	0	0	0	1,376
387	9149	9149 ETC ION LIGHTING CONSOLE	Clermont Performing Arts Center	7/22/2021	3,175.00	5	0.00	Mach. & Equip	3,175	0	0	0	3,175
389	9161	9161 BLK 141 WEST PARK FRONT PARCEL	Clermont Performing Arts Center	1/31/2021	1,680.40	3	0.00	Mach. & Equip	1,680	0	0	0	1,680
390	9150	9150 SEASBOARD COASTLINE PROP - TRAIL PROP	PUBLIC WORKS	1/31/1992	19,759.00	100	0.00	Facilities	0	0	19,759	0	19,759
391	7378	7378 DOWNTOWN RESTROOMS ETH ST	PARKS / PLAYGROUNDS	12/31/1986	122,500.00	100	0.00	Facilities	0	0	122,500	0	122,500
392	7865	7865 ELECTRICAL PANEL AT WATER FRONT PARK	CITY HALL	5/6/2017	260,901.41	30	26,668.22	Facilities	0	0	260,901	0	260,901
393	7618	7618 RENOVATION OF FENCING AT LK FELTER PARK	WATER FRONT PARK	10/26/2017	3,908.00	10	1,172.40	Facilities	0	0	3,908	0	3,908
394	7623	7623 CONCRETE WALKWAYS @ HANCOCK PARK	PW-GROUNDS MTC	4/17/2018	112,500.00	10	21,507.35	Facilities	0	0	112,500	0	112,500
395	7624	7624 BALL FIELD FENCING @ HANCOCK PARK	PW-GROUNDS MTC	1/17/2018	15,000.00	10	4,125.00	Facilities	0	0	15,000	0	15,000
396	7627	7627 OUTFIELD FENCE WINDYCREEK @ HANCOCK PARK	PW-GROUNDS MTC	1/17/2018	11,000.00	5	6,050.00	Mach. & Equip	11,000	0	0	0	11,000
397	8403	8403 FAN ELECTRICAL-HIGHLANDER PAVILION	PARKS / PLAYGROUNDS	7/16/2019	8,130.43	5	2,032.61	Mach. & Equip	8,130	0	0	0	8,130
398	8404	8404 ACCESS CONTROL SYSTEM-HIGHLANDER PAVILION	PUBLIC WORKS	7/22/2019	15,167.75	5	3,791.94	Mach. & Equip	15,168	0	0	0	15,168
399	6754	6754 LIGHTS AT HANCOCK ROAD SOCCER FIELD	PARKS / PLAYGROUNDS	4/30/2014	62,059.00	15	26,892.25	Facilities	0	0	62,059	0	62,059
400	6694	6694 LAND LOCKED PROPERTY AT WATERFRONT	PARKS / PLAYGROUNDS	6/5/2008	42,000.00	100	0.00	Facilities	0	0	42,000	0	42,000
401	7025	7025 PALATKAHA BASEBALL FIELD #1 FENCING	PARKS / PLAYGROUNDS	4/30/2017	27,150.00	10	9,276.25	Facilities	0	0	27,150	0	27,150
402	7027	7027 PALATKAHA BASEBALL FIELD #1 FENCING	PARKS / PLAYGROUNDS	4/30/2017	27,150.00	10	9,276.25	Facilities	0	0	27,150	0	27,150
403	7372	7372 PALATKAHA FH 1 72124	PARKS / PLAYGROUNDS	8/15/2017	37,570.47	10	11,897.32	Facilities	0	0	37,570	0	37,570
404	7374	7374 PALATKAHA FH 1 72125	PARKS / PLAYGROUNDS	8/15/2017	35,107.00	10	11,110.08	Facilities	0	0	35,107	0	35,107
405	5003	5003 INLAND GROVES SOUTH LAKE HIWATHIA PRESERVE	LAKE HIWATHIA PRESERVE	7/24/2006	6,026,740.62	50	0.00	Facilities	0	0	6,026,741	0	6,026,741
406	5004	5004 POOL PROPERTY SOUTH	PARKS / PLAYGROUNDS	7/24/2006	2,276,740.62	50	0.00	Facilities	0	0	2,276,741	0	2,276,741
407	5105	5105 BLACK BOX CENTER LAKE PARK	PARKS / PLAYGROUNDS	1/1/1972	6,700.00	100	0.00	Facilities	0	0	6,700	0	6,700
408	5127	5127 BISHOP BASEBALL PARK	PARKS / PLAYGROUNDS	1/1/1972	18,800.00	999	0.00	Facilities	0	0	18,800	0	18,800
409	5128	5128 KEHLER PARK	PARKS / PLAYGROUNDS	1/1/1972	16,400.00	999	0.00	Facilities	0	0	16,400	0	16,400
410	5130	5130 LAKE MINNEOLA PARK ALL BLKS 10-13	PARKS / PLAYGROUNDS	1/1/1972	24,600.00	999	0.00	Facilities	0	0	24,600	0	24,600
411	5131	5131 N 1200 LOT 4 HIBISCUS PK	PARKS / PLAYGROUNDS	1/1/1972	600.00	999	0.00	Facilities	0	0	600	0	600
412	5133	5133 INDIAN HILLS PARK	PARKS / PLAYGROUNDS	1/1/1972	5,000.00	999	0.00	Facilities	0	0	5,000	0	5,000
413	5134	5134 CRYSTAL LAKE PARK	PARKS / PLAYGROUNDS	1/1/1972	2,500.00	999	0.00	Facilities	0	0	2,500	0	2,500
414	5135	5135 12TH AVENUE PARK	PARKS / PLAYGROUNDS	10/16/1988	356,621.00	999	0.00	Facilities	0	0	356,621	0	356,621
415	5136	5136 ADJACENT 5 ACRES 12TH AVE PK	PARKS / PLAYGROUNDS	9/15/1989	93,411.00	999	0.00	Facilities	0	0	93,411	0	93,411
416	5753	5753 12TH ST PARK PARKING LOTS	PARKS / PLAYGROUNDS	9/30/1992	32,643.00	10	32,643.00	Facilities	0	0	32,643	0	32,643
417	5755	5755 12TH ST PARK PARKING LOT & ENGINEERING	PARKS / PLAYGROUNDS	9/30/1993	12,946.00	10	12,946.00	Facilities	0	0	12,946	0	12,946
418	5763	5763 12TH ST PARK PARKING LOT	PARKS / PLAYGROUNDS	9/30/1995	25,309.00	10	25,309.00	Facilities	0	0	25,309	0	25,309
419	6261	6261 PLAYGROUND EQUIPMENT	PARKS / PLAYGROUNDS	1/9/2003	16,971.58	15	16,971.58	Facilities	0	0	16,972	0	16,972
420	6267	6267 PLAYGROUND EQUIPMENT	PARKS / PLAYGROUNDS	6/6/2003	12,221.45	15	12,221.45	Facilities	0	0	12,221	0	12,221
421	6416	6416 G20 W MONTROSS ST	PUBLIC WORKS	9/16/2019	351,479.95	50	0.00	Facilities	0	0	351,480	0	351,480
422	6880	6880 FRANKLIN BOSSATION WELL PUMP HANCOCK PK	PARKS / PLAYGROUNDS	2/17/2012	9,267.00	7	9,267.00	Excluded	0	0	0	9,267	9,267
423	6655	6655 JOHNSONS REPLAT LOT 8, 9, 10 - BONTORN	PARKS / PLAYGROUNDS	11/30/2012	133,118.50	100	0.00	Facilities	0	0	133,119	0	133,119
424	6661	6661 SOCCER GOAL AT PALATKAHA PARK	PARKS / PLAYGROUNDS	12/31/2012	2,173.99	3	2,173.99	Excluded	0	0	0	2,173	2,173
425	7029	7029 PALATKAHA BASEBALL FIELD #3 FENCING	PARKS / PLAYGROUNDS	9/31/2017	30,350.00	10	10,622.50	Facilities	0	0	30,350	0	30,350
426	7030	7030 PALATKAHA BASEBALL FIELD #4 FENCING	PARKS / PLAYGROUNDS	9/31/2017	29,000.00	10	10,150.00	Facilities	0	0	29,000	0	29,000
427	7031	7031 PALATKAHA T-BALL FIELD #1 FENCING	PARKS / PLAYGROUNDS	9/31/2017	14,750.00	10	5,039.58	Facilities	0	0	14,750	0	14,750
428	7032	7032 PALATKAHA T-BALL FIELD #2 FENCING	PARKS / PLAYGROUNDS	9/31/2017	14,750.00	10	5,162.50	Facilities	0	0	14,750	0	14,750
429	7101	7101 2016 CHEVY SILVERADO #4020	PUBLIC WORKS	3/31/2016	19,547.53	7	12,799.00	Vehicles	0	19,548	0	0	19,548
430	7109	7109 HANCOCK PARK FENCE	PARKS / PLAYGROUNDS	9/30/2016	14,980.00	5	12,233.67	Excluded	0	0	0	14,980	14,980
431	7110	7110 ARC FENCE	ARTS RECREATION CENTER	9/30/2016	19,995.00	5	16,329.25	Excluded	0	0	0	19,995	19,995
432	7261	7261 BULLPEN #1 FENCING-PALATKAHA PARK	PARKS / PLAYGROUNDS	3/31/2017	2,333.33	10	816.66	Facilities	0	0	2,333	0	2,333
433	7262	7262 BULLPEN #2 FENCING-PALATKAHA PARK	PARKS / PLAYGROUNDS	3/31/2017	2,333.33	10	816.66	Facilities	0	0	2,333	0	2,333
434	7263	7263 BULLPEN #3 FENCING-PALATKAHA PARK	PARKS / PLAYGROUNDS	3/31/2017	2,333.33	10	816.66	Facilities	0	0	2,333	0	2,333
435	7264	7264 BULLPEN #4 FENCING-PALATKAHA PARK	PARKS / PLAYGROUNDS	3/31/2017	2,333.33	10	816.66	Facilities	0	0	2,333	0	2,333
436	7265	7265 BULLPEN #5 FENCING-PALATKAHA PARK	PARKS / PLAYGROUNDS	3/31/2017	2,333.33	10	816.66	Facilities	0	0	2,333	0	2,333
437	7266	7266 BULLPEN #6 FENCING-PALATKAHA PARK	PARKS / PLAYGROUNDS	3/31/2017	2,333.33	10	816.66	Facilities	0	0	2,333	0	2,333
438	7267	7267 CONCESSION STAND FENCING-PALATKAHA	PARKS / PLAYGROUNDS	3/31/2017	12,175.00	10	4,261.25	Facilities	0	0	12,175	0	12,175
439	7268	7268 SOCCER FIELD FENCING-PALATKAHA PARK	PARKS / PLAYGROUNDS	3/31/2017	35,000.00	10	12,350.00	Facilities	0	0	35,000	0	35,000
440	7269	7269 TENNIS COURT FENCING-PALATKAHA PARK	PARKS / PLAYGROUNDS	3/31/2017	18,840.00	10	6,594.00	Facilities	0	0	18,840	0	18,840
441	7270	7270 RESTINATION AREA #1 FENCING-PALATKAHA	PARKS / PLAYGROUNDS	3/31/2017	14,280.00	10	4,998.00	Facilities	0	0	14,280	0	14,280
442	7271	7271 RESTINATION AREA #2 FENCING-PALATKAHA	PARKS / PLAYGROUNDS	3/31/2017	14,280.00	10	4,998.00	Facilities	0	0	14,280	0	14,280
443	7272	7272 VOLLEYBALL COURT FENCING-PALATKAHA	PARKS / PLAYGROUNDS	3/31/2017	8,050.00	10	2,817.50	Facilities	0	0	8,050	0	8,050
444	7273	7273 PALATKAHA QUAD PROTECTIVE NETTING	PARKS / PLAYGROUNDS	9/31/2017	30,000.00	10	10,500.00	Facilities	0	0	30,000	0	30,000
445	7462	7462 2 RAIL (RANCH RAIL) - TAN VINYL FENCING	PW-GROUNDS MTC	2/26/2018	17,065.75	5	9,096.40	Excluded	0	0	0	17,066	17,066
446	7463	7463 2 RAIL (RANCH RAIL) - TAN VINYL FENCING	PW-GROUNDS MTC	2/26/2018	492.00	5	262.40	Excluded	0	0	0	492	492
447	7464	7464 2 RAIL (RANCH RAIL) - TAN VINYL FENCING	PW-GROUNDS MTC	2/26/2018	7,330.00	5	3,909.33	Excluded	0	0	0	7,330	7,330
448	7592	7592 SWING SET 1 - WATER FRONT PARK	WATER FRONT PARK	4/4/2018	2,038.12	10	509.53	Facilities	0	0	2,038	0	2,038
449	7593	7593 SWING SET 2 - WATER FRONT PARK	WATER FRONT PARK	4/4/2018	2,038.11	10	509.53	Facilities	0	0	2,038	0	2,038
450	7594	7594 SWING SET 3 - WATER FRONT PARK	WATER FRONT PARK	4/4/2018	2,038.12	10	509.53	Facilities	0	0	2,038	0	2,038
451	7866	7866 LAKE HIWATHIA TWO RAIL FENCE	LAKE HIWATHIA PRESERVE	12/5/2018	20,000.00	20	1,833.93	Facilities	0	0	20,000	0	20,000
452	8502	8502 LAKE HIWATHIA FOUR RAIL FENCE	LAKE HIWATHIA PRESERVE	6/17/2020	13,580.00	20	226.33	Facilities	0	0	13,580	0	13,580
453	8671	8671 FENCE AT BOAT RAMP	WATER FRONT PARK	1/29/2020	8,742.00	10	655.65	Facilities	0	0	8,742	0	8,742
454	9241	9241 SUNCREEK WALKWAY	COMMUNITY NEIGH-AGENCY	5/25/2021	13,800.00	10	0.00	Facilities	0	0	13,800	0	13,800
455	9246	9246 BOAT RAMP FENCE	WATER FRONT PARK	7/30/2021	12,330.00	10	0.00	Facilities	0	0	12,330	0	12,330

Appendix 4
City of Clement
Parks and Recreation Impact Fee Analysis
Inventory of Existing Parks and Recreation Capital Equipment, Vehicles, and Facilities

Line No	Asset	Asset Description	Location Desc	Date Acquired	Acquisition Cost	Est Useful Life	LTD Accum Dep	Asset Category	Machinery & Equipment	Major Vehicle	Facilities & Other Capital Equipment	Excluded	Total
456		PARKS AND RECREATION TOTAL			<u>\$54,692,838</u>		<u>\$11,435,425</u>		<u>\$877,337</u>	<u>\$219,634</u>	<u>\$53,317,715</u>	<u>\$387,145</u>	<u>\$54,692,838</u>

Footnotes
[1] Inventory as provided by the City and in service as of September 30, 2021



CITY OF CLERMONT

AGENDA ITEM

Page 1 of 2

Meeting Date	
Tuesday, December 9, 2025	
Agenda Item Name	
Request For Proposal Award	
Requested Action	
After presentations and public comments, staff recommends Council select which firm(s) to award a contract and for public communication, social media and brand management services.	
Staff Report	
At their November 18, 2025, meeting, Council directed staff to invite the top 3 bidders (True North Marketing +Public Relations, Crosswords Communications Co. LLC and Appleton Creative, Inc.) to give a presentation to Council at the December 9, 2025, meeting. Each firm will have 20 minutes to present to the Council, followed by 10 minutes for questions and answers. There will be a 5-minute break in between presenters to allow for time to clear the room and allow the next presenting firm to set up their presentation. Each firm will present to Council their proposals based on the following 6 topics: • Opening and Company Overview • Understanding of Clermont and the Project • Methodology and Approach • Budget, Cost and Value • Relevant Experience and Case Studies • Closing: Why Their Firm? At the conclusion of all presentations, Council will provide direction to staff on which firm(s) to award a contract. Should Council direct staff to negotiate any of the contract terms, then staff will bring the contract back to council in January for final approval. RFP History The Procurement Services Department issued Request for Proposal No. 25-090 on July 16, 2025, to solicit proposals from qualified companies to provide public communication, social media, and brand management services. The solicitation was competitively bid, formally advertised, and fully complies with the City of Clermont's Procurement Policy and Procedures. A total of twenty-two responses were received. An Evaluation Committee consisting of six members reviewed, scored, and ranked the proposals. True North Marketing + Public Relations, Doris Bloodsworth d/b/a Crosswords Communications Co. LLC, Appleton Creative, Inc., Redevelopment Management Associates, LLC, and The AD Leaf Marketing Firm d/b/a The AD Leaf, to provide public communication, social media, and brand management services were the top five ranked firms, selected for its qualifications, knowledge, and experience in comprehensive communication strategy development, brand management, and community engagement. The award recommendation is being made to the five most qualified respondents: True North Marketing + Public Relations, Doris Bloodsworth d/b/a Crosswords Communications Co. LLC, Appleton Creative, Inc., Redevelopment Management Associates, LLC, and The AD Leaf Marketing Firm d/b/a The AD Leaf. The initial contract term is twelve months, with the option for up to five additional one-year renewals at the City's discretion. The start date of these agreements is October 29, 2025. These contracts will enable the City to launch its first comprehensive public communication, social media, and brand	

management initiative, aimed at enhancing community engagement, increasing public awareness, and building a consistent and recognizable brand identity. Through partnerships with the five most qualified firms, the City will develop and implement strategic messaging across multiple platforms, strengthen relationships with residents and local businesses, and ensure clear, effective communication of City programs, services, and initiatives.

Additional Analysis

Fiscal Impact Summary

There is no immediate fiscal impact.

Approximately \$40,000 is available for funding due to the reorganization of positions within the City Manager Department. Due to the fluidity of the scope of work that these services will provide, a budget amendment may need to be completed in the future if project expenditures exceed that amount.

Fiscal Impact	Fund Number and Description	Available Budget Amount
---------------	-----------------------------	-------------------------

Exhibits Attached (copies of original agreements)

1.	[Appleton Creative] Response Document Report	[Appleton Creative] Response Document Report.pdf
2.	[Crosswords Communications Co.] Response Document Report	[Crosswords Communications Co.] Response Document Report.pdf
3.	[True North Marketing + Public Relations] Response Document Report	[True North Marketing + Public Relations] Response Document Report.pdf
4.	RFP 25-090 Response Tabulation	RFP 25-090 Response Tabulation.pdf
5.	RFP 25-090 Evaluation Summary	RFP 25-090 Evaluation Summary.pdf
6.	RFP 25-090 Notice of Intent to Award	RFP 25-090 Notice of Intent to Award.pdf



[APPLETON CREATIVE] RESPONSE DOCUMENT REPORT

RFP No. RFP 25-090

Public Communication, Social Media, and Brand Management Services

RESPONSE DEADLINE: August 21, 2025 at 2:00 pm

Report Generated: Tuesday, August 26, 2025

Appleton Creative Response

CONTACT INFORMATION

Company:

Appleton Creative

Email:

accounts@appletoncreative.com

Contact:

Diana LaRue

Address:

539 Delaney Ave.
Orlando, FL 32801

Phone:

(407) 246-0092 Ext: 10

Website:

<https://www.appletoncreative.com/>

Submission Date:

Aug 21, 2025 1:32 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

QUESTIONNAIRE

1. Proposal*

Instruction:

Respondents are limited to a total page count not to exceed sixty (60) pages excluding the cover page, table of contents, and tab sheets. Page size shall be 8.5 x 11 inches. The text size should be 11 points or larger using Arial or Times New Roman font only. Use at least one (1) inch margins on the top and bottom and three-quarter (3/4) inch side margins. All response sections must be appropriately separated and tabbed. The City reserves the right to seek additional/supplemental representation on specific issues as needed.

Content:

Table of Contents

Outline in sequential order (as stated below) the major areas of the response. All pages must be consecutively numbered. Respondents must respond to all minimum requirements listed below. Responses that do not contain such documentation may be deemed non-responsive.

A. Introduction Letter

1. Provide a brief introduction of the firm.
2. Summary of interest in the project.
3. Contact information for the primary point of contact.

B. Company Overview

1. Legal business name, address, and website.

2. Years in operation.
3. Description of core services and areas of expertise.
4. Description of team members who will be assigned to this project.

C. Understanding of the Project

1. A narrative explaining your understanding of the project objectives communication and branding needs in Clermont, FL.

D. Proposed Approach and Methodology

1. Description of the strategy you will use to accomplish the scope of work.
2. Explanation of how local market dynamics will be considered.
3. Project management structure and client communication plan.

E. Work Plan and Timeline

1. Project phases and major milestones.
2. Estimated timeline for each phase.
3. Proposed start date and availability.

F. Budget and Cost Proposal

1. Detailed budget, broken down by service areas (e.g., social media, brand management, public relations)
2. Any optional or value-added services with separate pricing.
3. Payment terms and schedule.

G. Relevant Experience and Case Studies

1. Examples of similar work completed (especially in or near Clermont or for local governments, nonprofits, or community-based organizations).
2. Metrics or outcomes achieved.

3. Links to portfolios or media samples.

H. References

1. At least two (2) references from recent clients.
2. Include organizational name, contact person, phone number, and email.

I. Claims Disputes

1. In this section, list all respondent's projects that:
 - a. Are currently in a claims dispute or have been in a claim dispute within the last ten (10) years, and provide reasons for the dispute. In addition, provide disposition (pending or settled), the amount of the claim, and a brief description of the claim or dispute.
 - b. List all projects completed by the respondent's surety in the last ten (10) years.
 - c. List all liquidated damages assessed to the respondent in the last five (5) years, including a brief narrative of the circumstances and the amount assessed.

Appleton_Response_to_City_of_Clermont_RFP-25-090_FINAL.pdf

2. Vendor Information & W-9*

Please download the Vendor Information form, complete it, and upload it with a copy of your W-9.

- [Vendor Information.pdf](#)

2025_-_Appleton_Creative,_Inc._-_W9_-_Vendor_Info_Form_.pdf

3. State of Florida Certificate*

Upload State of Florida Department of State Certificate

2025_Appleton_Creative_Certificate_of_Status.pdf

4. Conflict of Interest Disclosure*

I HEREBY CERTIFY that:

- A. I, the Individual submitting this response, am a duly authorized representative of the firm (Respondent), and I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting and,
- B. Except as listed below (in the following question), no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
- C. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services and is in all respects fair and without collusion or fraud.

Confirmed

5. Exceptions to Conflict of Interest Disclosure*

List any exceptions here, or type "N/A".

N/A

6. Drug-Free Workplace*

The undersigned respondent hereby acknowledges that:

(select the appropriate options below)

- A. _____ the respondent has a drug-free workplace policy as identified in the company policy attached to this Proposal.
 - ☐ AND/OR
- B. _____ the respondent has a drug-free workplace policy that is in compliance with Chapter 287.087, Florida Statutes.
 - ☐ AND/OR
- C. _____ the respondent has a drug-free workplace policy that is in compliance with the outline below.
 - ☐ OR
- D. _____ the respondent does not currently have a drug-free workplace policy but is willing to comply with the requirements as specified in the outline below.

1. Publishing a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the respondent's workplace and specifying the actions that will be taken against employees for violations of such prohibition;
2. Establishing a continuing drug-free awareness program to inform its employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The respondent's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Giving all employees engaged in the performance of the contract a copy of the statement required by subparagraph (1);
4. Notifying all employees, in writing, of the statement required by subparagraph (1), that as a condition of employment on a covered contract, the employee shall:
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of the employee's conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law of the United States or of any state, for a violation occurring in the workplace NO later than five (5) days after such conviction.
5. Notifying the City of Clermont in writing within ten (10) calendar days after receiving notice under subdivision (4) (b) above from an employee or otherwise receiving actual notice of such conviction. The notice shall include the position title of the employee;
6. Within 30 calendar days after receiving notice under subparagraph (4) of a conviction, take one of the following actions concerning an employee who is convicted of a drug abuse violation occurring in the workplace:
 - a. Taking appropriate personnel action against such employee, up to and including termination or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to maintain a drug-free workplace program by implementing subparagraphs (1) through (6).
the respondent has a drug free workplace policy that is in compliance with the outline above.

7. Non-Collusion Statement*

I hereby affirm that I am a duly authorized representative of the firm submitting this Proposal (Respondent) and that I possess the legal authority to make this statement on behalf of myself and the firm for which I am acting.

I affirm:

- A. I am fully informed respecting the preparation and contents of the attached offer/proposal and all pertinent circumstances respecting such offer/proposal;
- B. Such offer/proposal is genuine and is not a collusive or sham offer/proposal;
- C. Neither the said proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has any way colluded, conspired, connived or agreed, directly or indirectly with any other proposer, firm or person to submit a collusive or sham offer/proposal in connection with the Contract for which attached offer/proposal has been submitted or to refrain from offering a proposal in connection with Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other proposer, firm or person to fix the price or prices in the attached offer/proposal or of any other proposer, or to fix any overhead, profit or cost element of the offer/proposal or the offer price of any proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Clermont or any person interested in the proposed Contract;
- D. The price or prices quoted in the attached offer/proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant. I solemnly declare and affirm under penalties of perjury that the contents of this statement are true and correct.

Confirmed

8. Supplemental Questionnaire

RESPONDENT INFORMATION*

Enter the following:

- A. Respondent's Name
- B. Official Representative
- C. Principal Office Address

Appleton Creative, Inc.

Diana LaRue, CEO

539 Delaney Ave. Orlando, FL 32801

TYPE OF BUSINESS*

Corporation

BUSINESS INFORMATION*

If a Corporation, answer this:

- A. When Incorporated
- B. In what State
- C. President's Name
- D. Vice-President's Name
- E. Treasurer's Name
- F. Members of the Board of Directors

If a Partnership, answer this:

A. Date of organization

B. General or Limited Partnership

C. Name and Address of Each Partner

A. 1993

B. Florida

C. Diana LaRue

D. Michael Speltz

E. Tonia Wint

F. Diana LaRue, Michael Speltz, Tonia Wint

HOW MANY YEARS HAS YOUR ORGANIZATION BEEN IN BUSINESS UNDER THE PRESENT BUSINESS NAME? *

32 years

DOES YOUR ORGANIZATION HAVE CURRENT OCCUPATIONAL LICENSES ENTITLING IT TO DO THE WORK/SERVICE CONTEMPLATED IN THIS SOLICITATION?*

Indicate Yes or No. If no, please explain.

Yes

HAVE YOU EVER HAD A CONTRACT TERMINATED DUE TO FAILURE TO COMPLY WITH CONTRACTUAL SPECIFICATIONS?*

Indicate Yes or No. If yes, state where and why.

No

HAS ANY PERSON OR PERSONS INTERESTED IN THIS SOLICITATION BEEN CONVICTED BY A FEDERAL, STATE, COUNTY, OR MUNICIPAL COURT OF ANY VIOLATION OF LAW, OTHER THAN TRAFFIC VIOLATIONS?*

Indicate Yes or No. If Yes, Explain any convictions.

No

LAWSUITS (ANY) PENDING OR COMPLETED INVOLVING THE CORPORATION, PARTNERSHIP OR INDIVIDUALS WITH MORE THAN TEN PERCENT (10%) INTEREST.*

A. List all pending lawsuits.

B. List all judgments from lawsuits in the last five (5) years.

C. List any criminal violations and/or convictions of the respondent and/or any of its principals.

If this does not apply, type N/A.

N/A

CONFLICTS OF INTEREST*

The following relationships are the only potential, actual, or perceived conflicts of interest in connection with this proposal.

If none, type "N/A"

N/A

CERTIFICATION*

The respondent understands that information contained in this form will be relied upon by the City in making an award recommendation, and the respondent warrants such information to be true. The undersigned respondent agrees to furnish such additional information before the award recommendation. The respondent further understands that the information in this form may be confirmed through a background investigation conducted by the City of Clermont Police Department. By submitting this questionnaire, the respondent agrees to cooperate with this investigation, including but not necessarily limited to fingerprinting and providing information for credit checks.

Confirmed

9. Virtual Signature Page

FEIN NUMBER*
59-3199054

BY CONFIRMING THIS SECTION THE RESPONDENT CERTIFIES THAT:*

- A. It satisfies all legal requirements (as an entity) to do business with the City.
- B. The undersigned respondent acknowledges that the award of a contract may be contingent upon a determination by the City and that the respondent has the capacity and capability to perform the contract successfully.
- C. The proposer hereby certifies that it understands all requirements of this solicitation and that the undersigned individual is duly authorized to execute this proposal document and any contract(s) and/or other transactions required by the award of this solicitation.
- D. By confirming, the respondent agrees to all terms, conditions, and specifications as stated in this solicitation and is acting in an authorized capacity to execute this response. The respondent also certifies that it can and will provide and make available, at a minimum, the items outlined in this solicitation.

Confirmed

Q&A ACKNOWLEDGEMENT

I certify that I have read, reviewed, and hereby acknowledge the project Questions & Answers (Q&A), which shall be as binding as an addendum, and if necessary, I have applied the Q&A to my response accordingly.

Confirmed

Proposal for:



Response to RFP 25-090

for Public Communication, Social Media,
and Brand Management Services

Due Date: Thursday, August 21, 2025, 2:00 pm

ATTN:

Freddy Suarez

Procurement Services Director

685 W. Montrose Street

Clermont, FL 34711

fsuarez@clermontfl.org

(352) 241-7350

Submitted by:



Appleton Creative, Inc., dba Appleton

539 Delaney Avenue, Orlando, FL 32801

Primary Contact:

Doug Stewart, Vice President of Strategic Marketing

407-246-0092 ext. 1 | doug@appletoncreative.com

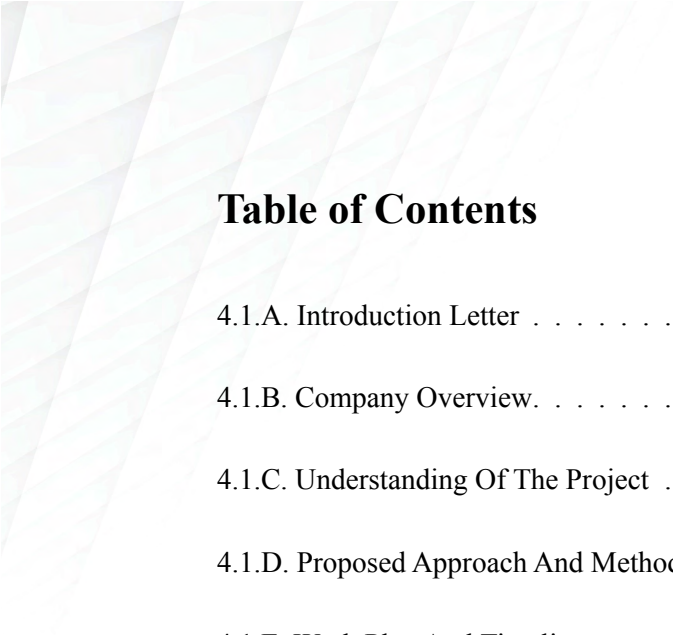


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4.1.A. Introduction Letter

Dear City of Clermont Evaluation Committee,

Appleton is pleased to submit our proposal for the City's Public Communication, Social Media, and Brand Management Services (RFP 25-090). As an award-winning, full-service marketing and advertising agency headquartered in Orlando, we bring over 30 years of experience helping municipalities, government agencies, and community-driven organizations increase visibility, engage constituents, and build meaningful brand equity.

We are particularly excited by the opportunity to support the City of Clermont because this project represents more than a communications initiative; it reflects a shared investment in Central Florida's identity and future. Appleton is a team of Floridians and long-time locals who live, work, and raise families in the greater Orlando area. We know and love this region not just professionally, but personally. From the hills of Clermont to the lakes of Windermere and the streets of downtown Orlando, we understand the pulse and personality of Central Florida communities.

Our passion for promoting the culture, opportunities, and unique appeal of this area is what drives us. We believe that effective public communication is about amplifying what already makes a place great and ensuring every resident, visitor, and business owner feels connected to it. Our team thrives on crafting campaigns that celebrate local character, strengthen civic pride, and foster engagement that's inclusive, authentic, and lasting.

Appleton is excited by the opportunity to support Clermont in elevating its public presence, reinforcing trust with residents and stakeholders, and advancing a communication strategy that reflects the City's values and ambitions. We appreciate your consideration and welcome the chance to demonstrate our capabilities and explore how we can serve as your trusted communications partner.

Sincerely,



Doug Stewart
Vice President of Strategic Marketing
Appleton Creative, Inc., dba Appleton
539 Delaney Avenue, Orlando, FL 32801
407-246-0092 | doug@appletoncreative.com

4.1.B. Company Overview



Appleton Company Overview

4.1.B.1. Business Name: Appleton Creative, Inc., dba Appleton

4.1.B.1. Address: 539 Delaney Ave, Orlando, FL 32801

4.1.B.1. Website: appletoncreative.com

4.1.B.2. Years in Operation: 32

AT THE CORE OF INNOVATIVE BRANDING + MARKETING

Appleton is an award-winning, multi-dimensional, full-service branding and marketing agency that works with regional, national and international clients. Appleton has had the benefit of working with a variety of industries, both in the B2B and B2C sectors to help them grow and flourish.

Our team of skilled storytellers, brand masters and creative technologists recognize that in today's world, agility is the name of the game. This allows for more input, seamless internal communication and multiple team members working on your project at once in a collaborative flow. Ultimately, this helps projects run more efficiently at lower costs.

Appleton is a Gallup Strength-based company that has developed a reputation for its innovation, creative team, strategic marketing and high level of client service. Appleton is known for being very entrenched in the community and nonprofits on a national level through its Good Apples initiatives and in-house Appleton Awareness Gallery.

Our Experience

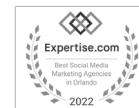
Appleton Creative has worked with a variety of industries to develop full-spectrum campaigns and dynamic creative. Our loyal clients include successful partnerships that span decades. These longstanding relationships include clients such as Disney, Orlando International Airport, Orlando Health, Hilton Grand Vacations, CNL, University of Central Florida and Orlando Utilities Commission (OUC). Nonprofit partners include American Cancer Society, Florida Department of Children and Families, Seniors First, Children's Brun Foundation, Dr. Phillips Charities, Dragon Boat and CareerSource Central Florida.

The benefit of partnering with Appleton comes from our multitude of strong suits and differentiators. We have built a reputation of fostering innovation to produce results. Our entirely in-house capabilities maintain integrity, ensure quality control and start every endeavor on the foundation of research and strategic direction among our wide range of services.

Our extensive experience throughout a multitude of industries in both B2C and B2B enables us to apply our skills to a wide range of marketing needs and goals. Our expertise ranges from healthcare, education, consumer, travel and leisure, finance, business, real estate and development and nonprofits. With our stellar reputation for our strategic approaches, high level creative, unified brand identities and responding to client needs, we view every project as a new opportunity to clearly defined our client's brand initiative and foster long-term success.

Awards + Accolades

Appleton has been recognized with hundreds of regional, national and international awards and accolades.



Qualifications

Appleton Creative aligns all aspects of marketing, advertising, communications and public relations services to ensure program and campaign success, which has allowed our team to build a reputable track record across diverse industries.

We have experience developing and implementing successful creative for advertising campaigns. Appleton's work ranges from Fortune 500 companies to nonprofits. With goals of raising awareness, educating customers and motivating them to take desired actions, we know how to use impactful strategies to speak directly to our partners' intended target audiences.

For Appleton, messaging success relies upon our strong desire to understand the "voice of the customer" and how they interact with the brands we represent. This enables us to create messaging and content that speaks to what inspires, motivates and concerns our target audiences. Our team has successfully branded (or rebranded) countless companies, new products and services. With over 30 years of experience, Appleton's approach with large consumer brands or educational institutions demonstrates our ability to develop brands, as well as manage them within the most disciplined brand guidelines.

We are results driven innovators that always begin with a foundation of research and strategy. By gathering a deep understanding of your brand, industry, competitors and audience, we are able to use our expertise to develop engaging creative for all target markets and utilize the mediums that are best suited for them. Our full suite of in-house services include branding, marketing, campaigns, website, media buying and planning, search engine optimization (SEO), digital marketing, video production and editing, events, and more.

Overall, Appleton is a dynamic team able to leverage deep market knowledge to best support the ongoing needs of our partners.

Certifications + Affiliations



Differences + Strengths

Appleton stands apart from others because of the unique combination of our five differentiators noted below. Our foothold in the world of branding and marketing strategy stems from the composition of our team and expands through our layers of functional agility. We believe that results are best secured through the application of research, strategy and innovation.

1. Our team's longevity and high level of talent in their area of expertise is significant in this industry. Most team members have worked together and with our clients for an average of 12-15 years at Appleton. Our team has a unique and effective rhythm because of this. All of the members on our team have cross-functional abilities: from experienced storytellers to creative technologists who understand that in today's world, agility is the name of the game. Every team member is not only educated and experienced in their area of expertise but are lifelong learners who are eager to stay ahead of the curve. This is why Appleton offers each employee an allotment of dedicated education hours every quarter, allowing them to conduct research specific to their area of expertise. This expertise shines through our weekly Brain Exchange meetings, where a rotating schedule of team members present to the rest of the team on the "latest and greatest" updates for their unique discipline.

2. We are a Gallup Strengths-based company that utilizes all team members' strengths and talents first. Our team of designers and programmers at Appleton specialize in mindful creativity, based on strategic concepts that have been thoughtfully researched. That means better access for a deeper connection and understanding of who your prospects are and what they want. The competitive advantage here is really that clients get input from multiple designers at each round of a project. With their wide array of specialties, unique experiences and perspectives, this creates effective and precise campaign messaging that is regularly leading in innovation.

3. Appleton is truly an all-in-one, brand-centric agency. We provide everything our clients need under one roof. Our multitude of services spans concept through completion with branding, marketing campaigns, specialty projects and events. Our strategists, innovators and writers are adept at creating customized approaches based on your unique audience. Each creative narrative is optimized for the platform in which it is distributed (print, outdoor, web, etc.). Our internal design team works across all traditional and digital mediums to produce graphics that are true to your brand's identity and captivate the attention of your target audience. Our programmers are full-stack developers who build websites, apps, touch screens and other interactive web solutions. In addition to the rest of our cross-trained team members, we have photographers and videographers on staff who have the latest audio and video equipment for on-location shoots, as well as multiple in-office editing bays for all post-production needs.

4. Our reputation is built on fostering innovation to produce results. Our futuristic mindset helps our clients think ahead. In turn, we continually enable their teams to overcome new challenges, adopt new technologies and capitalize on new consumer insights, which creates the strongest versions of their brands. One of our core pillars is to stay futuristic and forward thinking. We believe innovation is vital to growth for our clients and for ourselves as a company. We believe education and taking the mental space to create new ideas is key. We have built software, apps and interactive games to allow our clients to reach new audiences. We thrive on challenges and look for new ways to help our clients advance to the next level.

5. Good Apples Initiatives are at our CORE. Appleton believes in the power of giving back to the community, and this belief holds firm through CORE (Community, Opportunity, Responsibility and Equality), our corporate social responsibility platform. Through these key principles, we proudly work to elevate ourselves and our world through good deeds that contribute to the better of society as a whole.

Good Apples Initiatives

As part of Appleton Creative's goodwill initiatives, Good Apples exists to donate 20% of our services and contributions to organizations in our community, as well as organizations and events to which our team devotes its time and efforts. This is above and beyond any personal contributions made.

NONPROFITS INCLUDED

- Foundation for Foster Children
- Alzheimer's Association
- Children's Burn Foundation of Florida
- Christian Service Center
- Seniors First
- Kids Beating Cancer
- The Orlando Repertory Theater
- Zebra Youth + Pulse Nightclub
- Orlando Health's Dragon Boat Festival
- Orange County Public Schools, Anti-Bullying
- Victim Service Center of Central Florida
- Coalition for the Homeless of Central Florida
- Pet Alliance of Greater Orlando
- Share the Care
- Habitat for Humanity of Greater Orlando
- Victory Cup Initiative

CHARITABLE PARTNERS



THE CITY OF ORLANDO GIVING TREE

was conceptualized by Appleton at a city hall brainstorming session, among many other ideas, to better our community. Determined by the public, The Giving Tree was voted as the winning concept that would be granted the funds to bring it to fruition. Each year, the Central Florida community can contribute to The Giving Tree by purchasing a paper heart that hangs on the tree with proceeds benefiting the Foundation for Foster Children.



Appleton Awareness Gallery

Appleton Creative established the Appleton Awareness Gallery within its offices as a way to bring appreciation and awareness to local causes through art. Each exhibit showcases a body of work inspired by a specific cause in need. We believe that art should be enjoyed and appreciated, and hope that the meaning behind the art will create an increased recognition of our community's needs.

Featured in the main gallery is the Giving Circle™ art piece, a custom-made installation that highlights moments that embody the spirit of giving so as to remind us that everyone can make a difference.

Since 2011, Appleton has promoted causes through the Awareness Gallery, including Pet Alliance of Greater Orlando, Zebra Youth and the Children's Burn Foundation of Florida. The Appleton Awareness Gallery is open to the public Monday through Friday from 9 a.m. to 5 p.m.

We embrace giving as the circle of life that promotes continual growth in our world.



SHOWS AND FUNDRAISING EVENTS:

Alzheimer's Association

"Memories in the Making" Art Exhibit

Zebra Youth

"Lives of a Different Stripe" Art Exhibit

Pet Alliance of Greater Orlando

"Finding Furever Homes" Art Exhibit

Coalition for the Homeless of Central Florida

Art by Coalition Children

Hilton Grand Vacations

"Global Week of Service" Art Exhibit

Pancreatic Cancer Action Network

"PurpleLight" Art Exhibit

Beacon College

"Lighting the Way" Student Art Exhibit

Foundation for Foster Children

"Blue Hope" Art Exhibit

Pasadena Villa

"Realize Real Lives" Art Exhibit

Juvenile Diabetes Research Foundation

"Cure Me" Art Exhibit

Great Oaks Village

"Awareness Art" Exhibit

City of Orlando

Interactive Giving Circle

Children's Burn Foundation of Florida

"Camp Tequesta" Art Exhibit

AppletonAwarenessGallery.com

4.1.B.3. Core Services and Areas of Expertise



STRATEGIC PLANNING

As a client-agency team, we develop expert insight into your brand and build a creative strategy that fits your values and target market. Strategic planning helps you identify which customers to focus on, your key objectives and best ways to inspire effective action.

AREAS OF EXPERTISE:

- Market Research
- Marketing Plans
- Campaign Planning
- Assessed Growth Plans



BRANDING + MESSAGING

If you want to build a successful, sustainable business and a brand that will inspire loyalty, you have to start with your story. Our goal is to create a connection each time the customer hears your name, sees your logo, attends one of your events, visits your website or reads about you in the news and on social media.

AREAS OF EXPERTISE:

- Naming, Logos + Full Brand Development
- Messaging + Content Creation
- Brand Guides
- Brand Collateral
- Animation



WEBSITES + SEO

Your website is one of your most powerful marketing tools, capable of representing not only a company, service or product, but also ideas and values. Because of this great potential, Appleton finds it critical to house its web design, programming and online marketing departments under one roof.

AREAS OF EXPERTISE:

- Web Design + Development
- Ecommerce + Content Management
- Search Engine Optimization (SEO) + Custom Reporting
- Microsites + Landing Pages



DIGITAL MARKETING

Online marketing is a constantly evolving field focused on getting your audience to interact with your brand. Strategic planning, strong creative and a team dedicated to working within the immediacy this medium thrives upon will bring you the success in the digital space you deserve.

AREAS OF EXPERTISE:

- Social Media Marketing
- Eblasts + Enewsletters
- Content Marketing
- Banner Ads + PPC Campaigns
- Infographics



TRADITIONAL MARKETING

Even with more consumers migrating to the consumption of digital content, they still place more trust in traditional marketing. Creating an active and strong brand through print allows consumers to hold tangible pieces of your brand in their hands.

AREAS OF EXPERTISE:

- Brochures
- Direct Mail
- Press Kits
- Trade Show Displays
- Signage



MEDIA BUYING

Advertising techniques can range from the tried-and-true print to experimental, new platforms such as influencer marketing. Successful media buying means securing enough spots to reach your audience within your budget.

AREAS OF EXPERTISE:

- Online Advertising + PPC
- Billboards
- Print Publications
- Radio
- TV + PSAs



PUBLIC RELATIONS

Establishing a strategic public relations strategy lays the groundwork for successful decisions and a positive relationship with the public. Get people talking about your name and products or services, monitor obstacles to consumer buy-in and identify new growth opportunities.

AREAS OF EXPERTISE:

- Public Relations Plans
- Brand + Product Launches
- Media Advisories
- Press Releases
- Events
- Reputation Management



PHOTOGRAPHY + VIDEO

Speak to your audience and record your history in the most captivating way possible through visual storytelling, videography and motion graphics. Video is a great way to engage with people because it's visual, easy to digest, and accessible, and shareable across all channels.

AREAS OF EXPERTISE:

- Photo + Video Shoots
- Commercials
- Motion Graphics
- Corporate Videos
- Fundraising Videos
- Web Video Streaming/Hosting



ENVIRONMENTAL BRANDING

Designing a three-dimensional space that reflects your brand positioning and identity allows your team to live your brand. It's a powerful way to enliven and encourage employees, visitors, clients and prospects to talk about your brand's unique culture and image.

AREAS OF EXPERTISE:

- Branding Office Spaces
- Themed Spaces
- Art Installations
- Interactive Displays
- Signage Interior and Exterior



Success

Success in your advertising is a formula that requires the perfect combination of mediums and messages to reach your target market. When you partner with us, feel confident in knowing we have the abilities to expand your brand and elicit awareness in your community, all while adding to your bottom line.

Summation:

Strategic Planning + Compelling Creative +
Community Awareness = Return on Investment

State of Florida

Woman Business Certification

Appleton Creative, Inc.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

01/12/2024 to 01/12/2026



J. Todd Inman

Florida Department of Management Services



Office of Supplier Diversity
4050 Esplanade Way, Suite 380
Tallahassee, FL 32399
850-487-0915
www.dms.myflorida.com/osd

WBENC

WOMEN'S BUSINESS ENTERPRISE
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification

to

Appleton Creative, Inc.

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: February 8, 2016

Expiration Date: February 8, 2026

WBENC National Certification Number: 2005128317

WBENC National WBE Certification was processed and validated by Women's
Business Enterprise Council Florida, a WBENC Regional Partner Organization.



Authorized by Nancy Allen, President & CEO
Women's Business Enterprise Council Florida

WBENC FLORIDA
WOMEN'S BUSINESS ENTERPRISE COUNCIL

NAJCS: 541810, 323111, 512191, 518210, 519290, 541430, 541511, 541613, 541820, 541830, 541850, 541860, 541890, 541910, 541921

UNSPSC: 43211606, 45111805, 55111511, 60105409, 80141505, 80141604, 80141630, 80170000, 80171604, 80171605, 81111603, 81112103, 81112105, 82100000, 82101500, 82101501, 82101601, 82101603, 82101605, 82101701, 82101800, 82101801, 82101802, 82111500, 82111600, 82111700, 82121505, 82131603, 82140000, 82141502, 82141506



Featured Clients

4.1.B.4. Proposed Team Assigned to Clermont

Appleton's proposed Clermont team is composed of senior-level designers, strategists, and researchers who bring deep expertise and a collaborative spirit to every engagement. The majority of our core team has been with the agency for over a decade, resulting in a uniquely cohesive and efficient working dynamic. This longevity fosters seamless communication, shared institutional knowledge, and a high level of trust across disciplines. Our team is tightly knit and hands-on, with each member contributing directly to project execution. This integrated approach allows us to consistently produce thoughtful, high-performing work tailored to the specific needs of our clients and the communities they serve.



Diana LaRue
CEO + Creative
Director | Principal



Doug Stewart
Vice President of
Strategic Marketing | Partner



Alexi Kim
Account +
Digital Strategist



Dolly Sanborn
Senior Art Director +
Web Designer | Partner



Eric Czerwonka
Senior Art Director +
Animator | Partner



Hector Gutierrez
Art Director +
Videographer



Theory Georgiou
Lead Web + Software
Engineer | Partner



Michael Speltz
Director of Videography
| Principal



Gaylen Berlinger
Project Manager
+ Producer + Social Media

Team Bios

4.1.B.4.

Diana LaRue, CEO + Creative Director | Partner

Diana LaRue has led award-winning creative work since 1981. With a career spanning national publications and full-service agencies, she brings decades of expertise in branding, marketing strategy, and creative leadership. Her client portfolio includes healthcare, technology, real estate, and nonprofit sectors, and she is a recognized community leader and AAF Silver Medal recipient.

Doug Stewart, Vice President of Strategic Marketing | Partner

With over a decade of experience, Doug specializes in strategic campaign planning, client services, and digital media. Doug earned his B.A. in Advertising and Public Relations from UCF and has developed campaigns for Walt Disney World, Orlando Health, UCF, and CareerSource.

Alexi Kim, Account + Digital Strategist

Alexi drives multi-channel campaign strategies, combining analytical rigor with creative execution. Her work spans digital, print, and web for clients like Hilton Grand Vacations, Orlando Ballet, and CareerSource Central Florida.

Dolly Sanborn, Senior Art Director + Web Designer | Partner

With a B.F.A. from Ringling College of Art and Design, Dolly brings over 20 years of experience in brand development, web design, and creative direction. Her work includes high-profile projects for Orlando International Airport, CNL, Hilton, and Massey Services. Known for precision and cross-platform design excellence, she plays a key role in Appleton's digital and traditional creative output.

Eric Czerwinka, Senior Art Director + Animator | Partner

Eric holds a B.A. in Graphic Design from Illinois State University and brings nearly two decades of experience across digital, print, and 3D media. His award-winning work spans animation, brand design, and web for clients such as UCF, Hilton Grand Vacations, Disney, and the Golf Channel. He specializes in immersive visual storytelling and interactive media.

Hector Gutierrez, Art Director + Videographer

A graduate of SCAD with a B.F.A. in Graphic Design, Hector has over 10 years of experience in digital marketing, video production, and web design. He has developed campaigns for brands like Disney, Hilton, and Visit Orlando, and now heads multimedia design for Appleton clients such as Orlando Ballet.

Theory Georgiou, Lead Web + Software Engineer | Partner

Theory brings full-stack development experience across industries. His specialties include app development, custom software, and third-party integrations for clients such as UCF and Orlando Health. He has built proprietary platforms and award-winning projects recognized for innovation and efficiency.

Mike Speltz, Director of Videography | Principal

With a background in film production dating back to the 1970s, Mike has led video campaigns for AAA, Disney, Kennedy Space Center, and the American Cancer Society. He co-founded Avid, Inc. and later helped establish Appleton Creative. His expertise in directing, cinematography, and editing has earned numerous national and international awards, including the AAF Silver Medal.

Gaylen Berlinger, Project Manager + Producer + Social Media

Gaylen holds a B.A. in Communications from Florida State University and brings experience from Viacom, VH1, and Jordache. At Appleton, she manages video production and social media for clients like Hilton Grand Vacations and Orlando International Airport. Her strengths lie in cross-team coordination, production oversight, and content planning across platforms.

4.1.C. Understanding of the Project

4.1.C. Understanding of the Project

The City of Clermont stands at a pivotal moment: growing rapidly while striving to preserve the charm, identity, and civic connectedness that define its appeal. As one of Central Florida's fastest-growing cities, Clermont must communicate with clarity, consistency, and relevance.

This RFP reflects an awareness that communication is not just a functional necessity, but a strategic asset. The City is seeking a comprehensive communications ecosystem that unifies brand identity, enhances resident engagement, and reinforces the values of transparency, inclusion, and local pride.

Appleton understands a successful engagement requires more than attractive design or routine posting. The City needs messaging that resonates at the neighborhood level, adapts across formats, and reflects the diverse voices within its community. It requires a consistent brand experience and a trusted team that can help the City stay proactive during moments of opportunity and nimble during times of urgency.

We also recognize that Clermont's brand is reputational. In a market where residents are inundated with messages from municipalities and service providers, trust is built through frequency, tone, and consistency. Appleton brings proven experience helping government entities develop campaigns that are strategically aligned and grounded in real community impact. Our role will be to ensure every point of communication strengthens the public's connection to the City and amplifies the stories that matter most to residents, stakeholders, and business owners. Appleton understands that the City is seeking a partner who can:

Strengthen Community Engagement and Trust

- Build authentic, two-way communication between the City and its diverse neighborhoods
- Promote civic transparency and inclusion through consistent messaging and outreach

Elevate Brand Identity Across Platforms

- Refine brand architecture and core messaging to reflect the City's values, growth, and character
- Maintain a cohesive brand voice and visual identity across all public-facing channels
- Support creation of marketing collateral such as brochures, banners, and digital assets

Increase Visibility Among Residents and Businesses

- Develop and execute strategic communications that cut through regional noise
- Highlight City initiatives, milestones, and success stories to enhance local reputation

Deliver Strategic and Adaptive Social Media Management

- Audit, optimize, and monitor current platforms to maximize reach and engagement
- Maintain a proactive, dynamic monthly content calendar tailored to key audiences

Provide Responsive and Professional Media Support

- Draft and distribute press releases that support key initiatives and milestones
- Coordinate with media outlets to ensure message alignment and coverage
- Remain prepared to support crisis communication when needed

Establish a Comprehensive, Data-Driven Communications Ecosystem

- Develop a forward-looking annual communications plan grounded in strategic insight
- Foster long-term relationships with local influencers, business leaders, and community stakeholders

In short, we understand this project as a partnership to reinforce and elevate Clermont's voice, clarify its message, and engage its citizens in ways that are authentic, accessible, and forward-looking.

4.1.D. Proposed Approach and Methodology

4.1.D.1. Proposed Strategy, Approach + Methodology Description

Appleton initiates every client engagement with a comprehensive discovery process that serves as the foundation for all strategic and creative decisions. This helps both teams uncover key insights, align stakeholder priorities, and establish a shared foundation for success. For the City of Clermont, this phase will be locally focused, brand-sensitive, and designed to ensure all campaign efforts authentically reflect the city's identity and aspirations.

Discovery Session

We will facilitate a tailored discovery and kickoff session with key stakeholders from the City of Clermont to ensure we understand the full scope of organizational goals and current marketing efforts. Our objective is to gain a holistic perspective of Clermont's current brand position, growth priorities, and internal capacity for marketing execution.

We invite the City to share all existing assets, insights, and past marketing efforts so our team can build upon what's already working and identify areas for evolution. This session is both strategic and exploratory, offering a space to define success metrics before execution begins. Our discovery session will be structured around the following priorities:

- **Strategic Goal Alignment:** Confirm short- and long-term marketing goals, key performance indicators, and stakeholder expectations across departments.
- **Audience and Messaging Insights:** Define target audiences for tourism, economic development, and resident engagement. Explore messaging tone, voice, and existing perceptions of Clermont.
- **Marketing History Review:** Discuss previous campaigns, media strategies, and performance insights to identify what has worked, what hasn't, and what gaps exist.
- **Asset + Platform Audit:** Review current brand collateral, website content, social channels, and digital ad accounts for consistency, clarity, and effectiveness.
- **Workflow:** Establish communication tools, preferred timelines, and approval pathways to ensure smooth collaboration and transparency.

Deliverables from this phase include a Discovery Summary, an updated Creative Brief, and a Phase 1 Timeline outlining key deliverables and responsibilities. This framework sets the stage for effective brand positioning and communications.

4.1.D.1.A. Public Communication Strategy

Appleton's approach to public communication is grounded in strategic consistency, cultural relevance, and audience understanding. For the City of Clermont, we will develop and execute a comprehensive communication strategy that builds trust, increases engagement, and reinforces Clermont's unique sense of place. Our process begins with audience-informed planning and continues through collaborative message development, media coordination, and performance tracking.

As a Central Florida agency deeply connected to the region, we understand how to tailor messaging and media strategies to local nuances, amplify city achievements, and strengthen relationships with residents, businesses, and community partners. Our communications approach ensures that residents are informed, media outlets are engaged, and every message reinforces the City's brand values. All efforts will be designed to support Clermont's community outreach, tourism goals, and strategic growth objectives.

4.1.D.1.A.1. Develop an annual communication plan tailored to the Clermont market

We will lead the development of a strategic, calendar-based communications plan designed to support the City's goals across public information, community events, emergency updates, tourism, and more. Utilizing insights gathered from the discovery session, the plan will:

- Identify key messaging themes by quarter or season
- Align with city initiatives, council priorities, and department campaigns
- Define media formats (press, social, digital, email, print) for each message type
- Include timing and responsibilities for campaign execution
- Provide a framework for crisis communication triggers and workflows

This plan will be developed collaboratively with the City and revisited quarterly to maintain flexibility and address emerging priorities.

4.1.D.1.A.2. Draft and distribute press releases and newsletters

Appleton will serve as an extension of the City's communication team, drafting high-quality, timely press releases and newsletters that reflect Clermont's brand voice and priorities. Our team will:

- Draft releases for media distribution, public notices, and event promotions
- Produce copy for both internal and external newsletters
- Create engaging subject lines, headlines, and article formats that drive readership
- Coordinate distribution through existing email platforms or public information channels
- Track engagement metrics and adjust content strategies based on performance

All content will be developed to align with the City's messaging standards and effectively reach residents, businesses, and media outlets.

4.1.D.1.A.3. Assist in media relations and local media outreach

Our team will build and maintain existing relationships with key regional media outlets, including newspapers, radio, broadcast, and digital news platforms. This includes:

- Pitching feature stories and City initiatives to appropriate outlets
- Coordinating interview opportunities with City spokespeople
- Creating and managing Clermont-specific media contact lists
- Responding to media inquiries in collaboration with City staff
- Providing talking points and media training for designated representatives, if needed

Our proactive outreach helps ensure that positive stories about Clermont reach a broader audience and reinforce the City's reputation as a vibrant, growing community.

4.1.D.1.A.4. Work with targeted neighborhoods to push out City information in neighborhood newsletters

To increase hyperlocal engagement, Appleton will support the City in reaching residents through existing neighborhood newsletters and HOA communication channels. This will include:

- Identifying and cataloging neighborhood association contacts and publication schedules
- Developing content modules aligned with citywide messaging and tailored to neighborhood relevance
- Providing graphics and copy that associations can insert easily into their existing layouts

- Coordinating submissions and distribution across neighborhood channels

This approach ensures consistent communication that meets residents where they are and reflects the City's commitment to transparency and local connection.

4.1.D.1.B. Social Media Management

Appleton's approach to social media management is grounded in strategic planning, platform-specific execution, and continuous performance monitoring. Our team understands the nuances of engaging diverse audiences across platforms and will ensure the City of Clermont's social presence is aligned with its brand identity, public priorities, and community engagement goals.

We view social media as a dynamic extension of the City's voice; a tool for timely communication, resident connection, and civic pride. Our work will balance educational content, community updates, event promotion, and visual storytelling while maintaining professional polish and accessibility. All content will reflect Clermont's tone, values, and role as a leading municipality in Central Florida.

4.1.D.1.B.1. Audit and optimize existing social media accounts

A full audit of the City's existing social media presence in comparison to its competitors' will be conducted during the discovery and kickoff phase. This includes:

- Reviewing performance and content strategy across Facebook, Instagram, LinkedIn, and X
- Assessing branding consistency (e.g., profile imagery, tone, post templates)
- Evaluating engagement trends and follower quality
- Identifying content gaps and opportunities by platform
- Benchmarking against comparable municipalities and regional organizations

Following the audit, we will deliver a formal set of optimization recommendations and implement approved changes to enhance visibility, consistency, and usability.

4.1.D.1.B.2. Create a monthly content calendar and publish content across relevant platforms

Appleton will manage a proactive, platform-specific content calendar that ensures regular communication with Clermont's audiences while maximizing engagement and clarity. Key components include:

- Development of a monthly editorial calendar with planned post themes, visuals, and copy in the City's management platform of choice (e.g., Planable)
- Creation of all post assets, including graphics, copywriting, hashtags, and calls to action
- Scheduling and publishing across all approved channels using tools like (e.g., Meta Business Suite)
- Coordination with City staff on content approvals, messaging needs, and event-specific content
- Flexibility to accommodate real-time updates or priority posts as directed

Our goal is to present a cohesive digital voice that is informative, timely, and engaging while upholding Clermont's public communications standards.

4.1.D.1.B.3. Monitor engagement and provide performance analytics

To ensure continuous improvement, Appleton will monitor the performance of social media content and provide regular reporting that highlights audience engagement, reach, and trends. This includes:

- Weekly monitoring of post performance, audience feedback, and sentiment

- Quarterly analytics reports with metrics such as impressions, shares, comments, and engagement rate
- Insights into top-performing content and optimization opportunities
- Clear data visualizations paired with actionable recommendations
- Optional benchmarking against historic trends or similar organizations

Reports will be delivered in a format agreed upon with the City and reviewed during regular status meetings to ensure transparency, alignment, and agility in content strategy.

4.1.D.1.C. Brand Management

Appleton’s brand management approach combines strategy, storytelling, and expert design discipline to ensure a cohesive identity across all public-facing communications.

Our team is adept at refining brand tone, designing visual systems, and supporting collateral creation. This would allow our work to reinforce the City’s mission and helps residents, businesses, and visitors instantly recognize and connect with Clermont.

4.1.D.1.C.1. Refresh or refine brand positioning in alignment with organizational goals

Our first step in brand management will occur during the discovery and kickoff stage, when an involved deep dive into the City’s existing brand positioning will take place. We’ll assess how current messaging aligns with internal objectives and external perceptions and lead a collaborative process to refine key components such as:

- Brand purpose and promise
- Value propositions for core audiences
- Emotional and functional drivers of engagement
- Unique differentiators within Central Florida’s municipal landscape

We will develop a flexible yet comprehensive brand architecture framework. This structure will help the City clarify how its various departments, initiatives, programs, and outreach efforts relate to and reinforce the primary municipal brand. This entails developing sub-brand identifiers (e.g., for parks and recreation, public safety, community events) to ensure a cohesive “family of brands” that supports clarity, scalability, and internal alignment. By organizing visual and verbal identity elements within a unified system, Clermont will be positioned to maintain consistency across platforms and audiences while still allowing for creative adaptability at the sub-brand level. This strategy is especially important as the City expands its communication footprint and introduces new public-facing initiatives over time.

4.1.D.1.C.2. Develop consistent messaging, tone, and visual style

Building from the refined positioning and discovery session insights, Appleton will deliver a brand messaging guide and creative system that ensures clarity and cohesion across all platforms. This may include but is not limited to:

- Voice and tone guidelines tailored to civic communications
- Tagline or descriptor development (if needed)
- Writing samples and templates for common communications (e.g., event promotion, newsletter)
- Visual identity elements (color palette, typography, imagery style) formatted for multi-platform use

After evaluation of the current City of Clermont brand guide, we will evaluate the need to update or create a new set of guidelines. Our team will ensure these tools are flexible enough to support day-to-day communications while providing enough structure to maintain consistency and credibility over time.

4.1.D.1.C.3. Support collateral creation (e.g., brochures, banners, ads)

Our team is composed of senior-level designers with expertise across disciplines. Appleton will serve as an on-demand creative partner for City marketing materials, providing efficient and visually compelling design support for:

- Event flyers and posters
- Informational brochures and program handouts
- Banners, signage, and vehicle wraps
- Digital display and social ad graphics
- Environmental or experiential displays

We are highly experienced in managing multi-format creative production and will work within the City's established workflows and timelines to ensure seamless collaboration. All collateral will reflect the approved brand standards and be optimized for both print and digital use.

4.1.D.1.D. Community Engagement

Public trust is built through transparency, accessibility, and consistent local presence. Appleton understands that for the City of Clermont to maintain strong relationships with its residents, engagement strategies must be authentic, inclusive, and tailored to the community's diverse needs.

Our approach blends traditional outreach with innovative tools that foster two-way communication. We believe that the best campaigns are amplified by people, not just platforms, and that effective engagement must be embedded in both digital and in-person experiences.

4.1.D.1.D.1. Assist in organizing and promoting public events and campaigns

Appleton will serve as an extension of the City's team in planning and promoting public-facing initiatives. Our support will be tailored to the scale and nature of each event or campaign and may include but is not limited to:

- Creation of event-specific branding, messaging, and visuals
- Campaign strategy and timeline planning across platforms
- Design of print and digital collateral (e.g., flyers, banners, email graphics)
- Coordination of social media promotion and community partner outreach
- Post-event visibility planning (e.g., recaps, testimonials, media coverage)

All campaigns will be structured around measurable objectives (e.g., attendance, email signups, reach, or post-event sentiment), aligned with the City's broader goals and communication efforts, and supported with post-campaign reporting.

4.1.D.1.D.2. Foster relationships with local influencers, businesses, and civic leaders

Trust and momentum grow through meaningful partnerships. Appleton will support Clermont in identifying and activating local champions who can extend the reach of City messaging and serve as credible messengers to their communities. This includes:

- Mapping of potential community ambassadors, business partners, and civic leaders
- Development of messaging strategies for stakeholder engagement
- Content collaboration opportunities with local influencers and businesses

- Promotion of stakeholder voices through City channels (e.g., highlights, quotes, interviews)
- Event integration opportunities for civic partners

By nurturing these relationships and amplifying community voices, Clermont will benefit from expanded visibility, strengthened community trust, and greater relevance across all audience segments.

4.1.D.2. Local Market Dynamics Consideration

Appleton brings over three decades of experience working with Central Florida municipalities, nonprofit organizations, and civic leaders. As an Orlando-based agency located near Clermont, our team brings proximity and perspective. We live, work, and build campaigns for Central Florida and understand the unique interplay between tourism, resident engagement, and regional branding in Clermont.

This deepens our understanding of the unique demographics, preferences, and engagement patterns that shape Central Florida communities. We'll use this contextual fluency to surface opportunities that are both locally rooted and outward-facing, whether targeting prospective visitors, new residents, or economic investors. For Clermont, our approach will be grounded in localized research and a respect for the city's distinct character: a family-focused population, growing economic development activity, and a strong community identity rooted in health, recreation, and environmental stewardship. Our strategic planning and communications will integrate:

- Demographic targeting aligned with the city's population trends, including multigenerational residents, business owners, and new homebuyers.
- Cultural awareness of Clermont's core values and civic priorities, including sustainability, community wellness, and transparency in government.
- Message testing and refinement based on response metrics from the Clermont audience.
- Platform selection tailored to how local audiences consume information

By staying rooted in Clermont's specific civic, social, and technological environment, Appleton ensures every campaign delivers targeted, relatable messaging that drives meaningful public participation.

4.1.D.3. Project Management Structure and Client Communication Plan

Our creative culture welcomes ideas from all members of the client-agency team. To facilitate communication, we assign our clients a dedicated account manager from the start of the relationship with your team. This person acts as the primary point of contact oversees daily communication, scheduling, and deliverable coordination. This individual will serve as the liaison between the City and our in-house teams for creative, strategy, content, media, and digital execution. When a milestone requires additional client input, hard costs or a change in schedule, the client is immediately notified. Key components of our project management structure include:

- Dedicated project lead responsible for oversight, budget and timeline adherence, and quality control
- Biweekly or monthly check-ins (virtual or in-person, per City preference) to discuss ongoing workstreams, upcoming initiatives, and performance feedback
- Use of cloud-based collaboration tool of the City's choice to facilitate file sharing, proofing, and transparent revision tracking (e.g., Basecamp)

Appleton's client communication style is proactive, responsive, and solution-oriented. Our team is experienced in navigating the approval requirements of public entities and will adapt to the City's preferred workflows to maintain operational efficiency and accountability throughout the engagement.

4.1.E. Work Plan and Timeline

4.1.E.1. Project Phases and Major Milestones

Appleton proposes a structured engagement for the 12-month term that balances strategic planning, brand and messaging development, content implementation, and performance monitoring. This plan is structured around a front-loaded strategic foundation, followed by continuous execution and optimization with flexibility to accommodate evolving City needs throughout the contract period.

PHASE 1: DISCOVERY + ONBOARDING

- Discovery and kickoff meeting with City departments and key stakeholders
- Review of all existing brand, marketing, and communications assets
- Intake of City priorities, audience segments, recent challenges, and performance data
- Identification of current communication workflows, internal processes, and staffing
- Stakeholder interviews and documentation of success benchmarks

Milestones: Full audit complete, stakeholder alignment secured, working roadmap developed

PHASE 2: STRATEGIC PLANNING + BRAND ENHANCEMENTS

- Development of an integrated marketing and communications plan
- Creation or refinement of brand architecture, including core messaging framework, voice and tone, and strategic positioning
- Strategic media mix recommendations and social media approach
- Creative asset creation to support the plan rollout
- Social media strategy, content calendar structure, and approval processes developed
- Establishment of media contact, community businesses, and potential partner lists

Milestones: Strategic plan delivered, revised messaging and brand tools approved

PHASE 3: IMPLEMENTATION OF STRATEGIC MARKETING

- Execution of the approved marketing and communications plan
- Ongoing development of collateral, digital content, and visual assets
- Monthly social media content creation and daily moderation
- Public relations coordination, event promotion, and community outreach
- Creative support for cross-platform content

Milestones: Continuous efforts with quarterly checkpoints; monthly service tracking

PHASE 4: PERFORMANCE ANALYSIS + OPTIMIZATION

- Development and monitoring of KPIs aligned to communications goals
- Ongoing tracking of engagement, reach, sentiment, and impact across all platforms
- Quarterly performance reports and strategy reviews
- Data-informed optimizations to messaging, media strategy, and creative execution
- Year-end impact summary and forward-looking recommendations

Milestones: Mid-year performance review; year-end report and strategy update

4.1.E.2. Estimated Timeline for Each Phase

The following timeline outlines the four core phases of this year-long engagement. The first two phases will be intensive, front-loaded efforts designed to establish a strong foundation for long-term success. These phases will include collaborative meetings, in-depth research, and brand architecture building.

Once those foundations are in place, phases three and four will operate as ongoing workstreams. These stages will be supported by regular reporting, strategy refinement, and continuous content execution.

Phase 1: Discovery + Onboarding - Month 1

Establishing a clear understanding of the City's internal priorities, current assets, and communication landscape. Key Tasks:

- Internal kickoff meeting and stakeholder interviews
- Review of current communications materials, brand guidelines, messaging, and digital assets
- Audit of social media accounts and analytics tools
- Onboarding to shared systems (e.g., project management, file sharing, approval processes)

Phase 2: Strategic Planning + Brand Enhancements - Month 2

Development of a customized marketing and communications roadmap based on research and stakeholder input. Key Tasks:

- Creation of a formal public communications plan
- Brand positioning refinement and development of a brand architecture system
- Definition of tone, voice, and audience-specific messaging frameworks
- Creation of initial brand collateral templates and message maps
- Approval of performance KPIs and baseline benchmarks

Phase 3: Implementation of Strategic Marketing - Months 3-12

Execution of brand-aligned communications, coordinated across all channels. Key Tasks:

- Content development and publishing across relevant platforms (social, web, print)
- Press release drafting and media relations coordination
- Monthly social media content calendar creation and management
- Targeted outreach to neighborhoods and community groups
- Graphic design and development of promotional materials
- Event promotion support and on-site communication coordination

Phase 4: Performance Analysis + Optimization - Months 3-12

Ongoing evaluation of all communications efforts to ensure continuous improvement and alignment with goals. Key Tasks:

- Monthly performance reporting with insights across channels
- Quarterly strategy reviews and adjustment sessions with stakeholder feedback integration
- Annual impact summary at project conclusion

4.1.E.3. Proposed Start Date and Availability

Appleton is available to begin Phase 1 immediately upon contract execution. A dedicated team will be assigned for the entire contract for continuity and responsive service. Project status will be communicated through check-ins and quarterly planning sessions, with immediate availability for time-sensitive efforts.

4.1.F. Budget and Cost Proposal

4.1.F. Budget and Cost Proposal

The following budget outlines Appleton’s proposed investment for comprehensive public communications, social media management, and brand strategy services in support of the City’s strategic priorities. The figures provided represent a low-to-high range based on the anticipated scope of work. Additional hard costs are to be quoted separately as requested.

Item	Billing cadence	Units in year	Low	High
Initial Research, Strategy and Setup (Initial 2-month period)				
Asset and platform audits	one time	1	\$3,500	\$4,500
Discovery and kickoff session	one time	1	\$4,500	\$5,750
Stakeholder alignment interviews and synthesis	one time	1	\$1,750	\$2,750
Discovery Summary and updated Creative Brief	one time	1	\$1,650	\$2,500
Social media audit and creation of 90-day editorial roadmap	one time	1	\$2,750	\$3,750
Brand positioning refresh and messaging updates for brand guide	one time	1	\$3,500	\$5,000
Template starter suite designs for 3 formats (ex. newsletter, social, flyer)	one time	1	\$3,750	\$5,500
		1	\$21,400	\$29,750
Monthly Retainer Tied to Scope of Work				
Press office (monthly range approx. \$2,700-\$3,300)	monthly	10	\$27,000	\$33,000
Newsletters, base (monthly range approx. \$1,600-\$2,200)	monthly	10	\$16,000	\$22,000
Content creation and publishing (monthly range approx. \$2,800-\$5,500)	monthly	10	\$28,000	\$55,000
Community management monitoring (monthly range approx. \$1,150-\$1,650)	monthly	10	\$11,500	\$16,500
Analytics and reporting (monthly range approx. \$700-\$850)	monthly	10	\$7,000	\$8,500
Brand QA and template upkeep/additions (monthly range approx. \$750-\$1,750)	monthly	10	\$7,500	\$17,500
Event and campaign support (monthly range approx. \$850-\$1,550)	monthly	10	\$8,500	\$15,500
Dedicated lead, check meeting, shared tools (monthly range approx. \$1,250-\$1,850)	monthly	10	\$12,500	\$18,500
Monthly Retainer Total (10 months):		10	\$118,000	\$186,500

Basis and Refinement: This estimate is based on the limited information available today and on Appleton’s experience with similar projects. After discovery confirms goals, scope, and workflows, we will provide a more accurate proposal with finalized deliverables and pricing.

Scope Flexibility: Not all line items listed may be required. Some items may be one time rather than monthly, depending on the City’s needs.

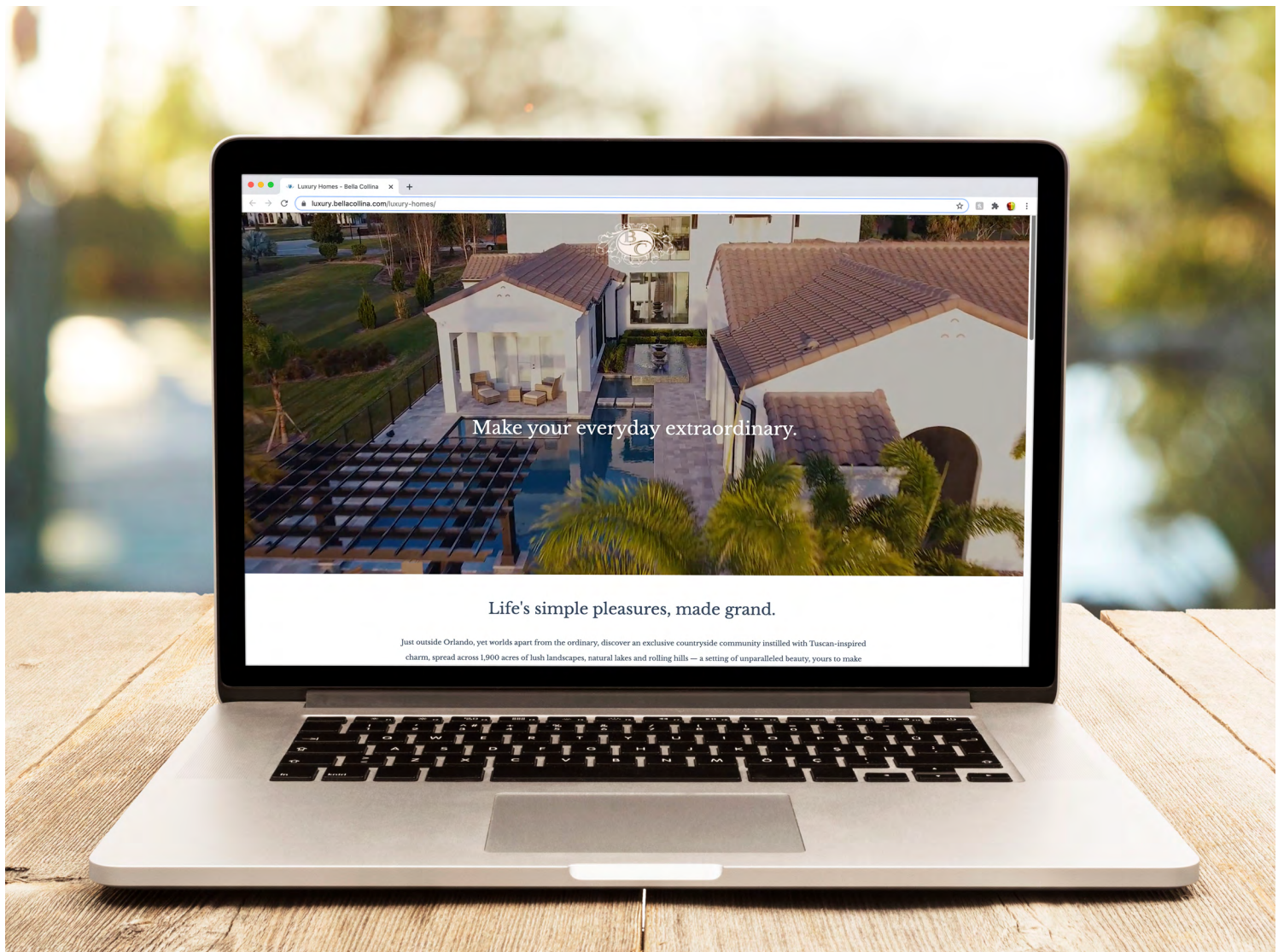
Budget Alignment: Appleton is accustomed to working within a defined budget if one is in place and will prioritize deliverables accordingly.

Rates and Discounts: Appleton may offer reduced government rates or nonprofit discounts where applicable.

Payment Term: Payment terms are flexible. We can accept virtual card in place of checks if that is preferred.

4.1.G. Relevant Experience and Case Studies

4.1.G.1-3. Case Studies



[Community Video](#)



BELLA COLLINA
WHERE LUXURY MEETS NATURE

ABOUT THE CLIENT

Bella Collina is a gated community offering luxury estate homes, stunning home sites, golf course homes, and upscale condo residences. Spread out across 1,900 acres of rare rolling hills and sparkling lakes, residents of Bella Collina experience the beauty of living in a quiet oasis. The beautiful hillside setting might make you forget for a moment you are in Florida, but you are a short drive to Walt Disney World and downtown Orlando. Bella Collina offers you an extraordinary Florida lifestyle, nestled within a picturesque landscape with room to breathe and relax, yet close enough to enjoy all of Orlando's fun attractions when you want. Bella Collina is a place where families and friends build lasting memories in the new era of country club living.

SERVICES INCLUDE

- Video Commercials
- Videos for Social Media
- Videos for Marketing + Landing Page
- Videography
- Landing Pages
- Social Media Marketing
- Billboards
- Digital Marketing Campaigns

Campaign Case Study

CAMPAIGN OVERVIEW

Medium: Digital Display + Remarketing (Desktop + Mobile), Paid Social + Remarketing, Paid Search, Digital Billboards

Goal: Distinct focus capturing qualified leads through retargeting and brand messaging.

Target Market: Luxury potential homebuyers

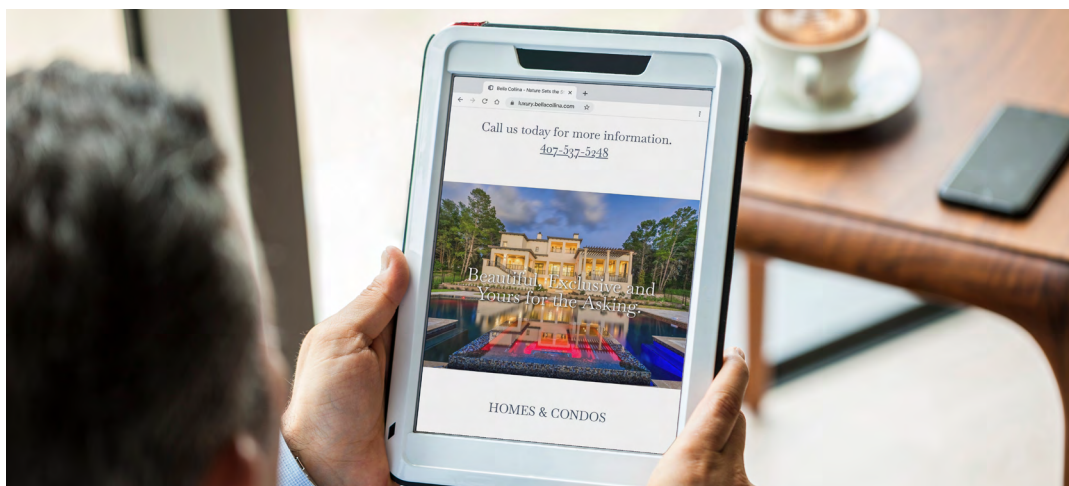
Time Period: 6 months

PROBLEM

Previous marketing campaigns generated high traffic volume yielding few actual leads and poor-quality leads. Bella Collina was looking for a partner to maximize its budget spend and generate a higher volume of qualified leads.

STRATEGY + TACTICS

- Ads were run across on Google Ads, Facebook and LinkedIn platforms to develop Bella Collina brand awareness.
- Variety of digital ads created including search ads, display ads, carousel ads, and video ads to drive qualified leads to landing page.
- Appleton crafted focused campaign messaging for distinct target audiences and locations.
- A/B testing was run for all ad types to maximize impact.
- Detailed retargeting research to define and reach qualified leads.



Campaign Impact

INCREASED QUALIFIED LEAD VOLUME BY:

284%

CLICK-THROUGH RATE:

3.2%

OVERALL IMPRESSIONS ACROSS MEDIUMS:

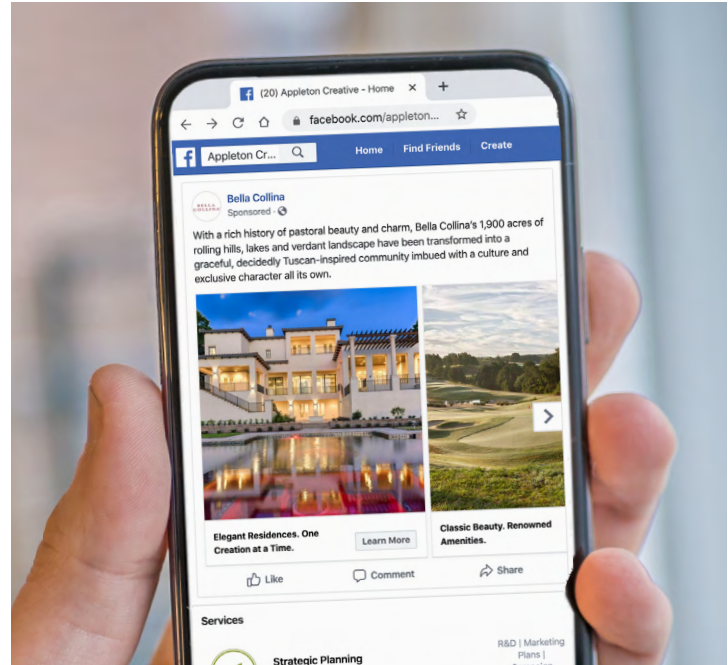
9,000,000+

Digital Channels

Facebook



LinkedIn



TYPES OF ADS

- Text
- Display
- Carousel
- Video





[Featured Work Page](#)



PET ALLIANCE
of Greater Orlando

ABOUT THE CLIENT

Founded in 1937, Pet Alliance of Greater Orlando (PAGO) is the state's oldest and largest animal welfare agency. Originally operating as the Orlando Humane Society, the organization has a dedicated focus on the welfare and well-being of animals in Central Florida. As the “go-to” experts in Greater Orlando, they do incredible things for dogs and cats and the people who love them.

Our relationship with PAGO began with promoting its name change from the SPCA to Pet Alliance of Greater Orlando and has grown into so much more. Locally there was much confusion with the name SPCA, leading us to help the organization with a brand refresh and themed campaigns that would clarify its brand position in Central Florida.

SERVICES INCLUDE

- Rebrand Launch Campaign
- Microsites
- Video
- Social Marketing
- Campaign Calendar
- Copywriting
- Billboards
- Environmental Branding
- Marketing Collateral
- Print + Digital Ads
- Public Relations + Media Kit
- Tradeshow Displays
- Vehicle Wraps

Pet Alliance of Greater Orlando

Grassroots Community Initiative + Public Relations Campaign Case Study

Celebrating 80 years of service, Pet Alliance of Greater Orlando is the state's oldest and largest animal welfare agency. Originally operating out of a tiny house as the Orlando Humane Society, the organization's mission was to instill "the spirit of kindness and mercy" while providing refuge for both "unfortunate" animals and children. Today, Pet Alliance of Greater Orlando has a dedicated focus on the welfare and well-being of animals in Orange, Seminole and Osceola counties in Central Florida. As the "go-to" experts in Greater Orlando, they do incredible things for dogs and cats and the people who love them. Pet Alliance of Greater Orlando will help more than 10,000 homeless pets this year. The animals are owner-surrendered from families that are unable to find pet-friendly housing or are unable to afford proper pet care.

KEY OBJECTIVES

- Create a launching platform for Pet Alliance of Greater Orlando's 80-year initiatives.
- Introduce the community to the pet registry program.
- Generate buzz and discussion about rental units' pet policies.
- Positively influence general perception of Pet Alliance of Greater Orlando.
- Increase number of apartments in the registry.



Campaign Challenge

PROBLEM

Pet Alliance of Greater Orlando is celebrating its 80th anniversary while announcing a new initiative to encourage apartment complexes to lighten their restrictions on pet limitations.

STRATEGY

Reach out to local media, create exclusive reporting situations and manage and create support materials for the press conference.

PERFORMANCE INDICATORS

- Engagement with local media
- Coverage of announcement
- Success of program



Media Outreach

- Media Alert
- Press Release
- Apartment Fact Sheet
- Media Kit
 - Fact Sheet
 - Press Release
 - Executive Team Bios
 - Client History Information
- Personal Outreach to Media Contacts
 - Cable
 - Publications
 - Influencers



Coverage + Attendance

TV NEWS COVERAGE

- News 13
- WESH Channel 2
- WFTV Channel 9
- WOFL Fox 35

PRESS CONFERENCE ATTENDANCE

- 4 TV Stations
- 2 Print Publications
- 2 Digital Publications
- Pet Alliance of Greater Orlando Board Members and Sponsors



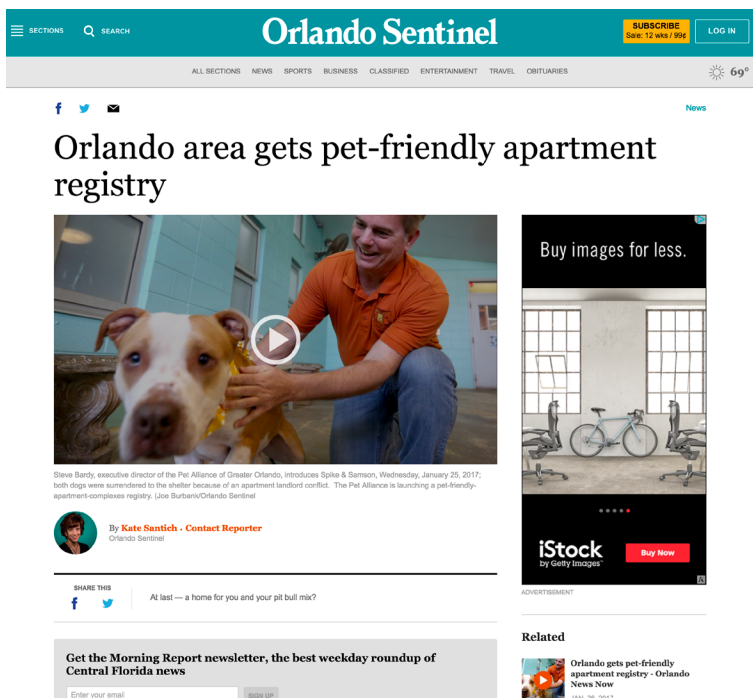
Publications

PUBLICATIONS

- Orlando Sentinel (cover story)
- Central Florida Lifestyle Magazine
- Orange Appeal

DIGITAL PUBLICATIONS

- Orlandosentinel.com
- ClickOrlando.com
- Bungalower.com
- TheNet24H.com
- ShelterME.tv
- PetProductNews.com
- ScoopNest.com



Pet Housing Initiative Results

166 Pets

WERE SURRENDERED TO PET ALLIANCE OF GREATER ORLANDO
THE PRIOR YEAR FROM FAMILIES UNABLE TO FIND PET-FRIENDLY HOUSING.

OUR CAMPAIGN RECEIVED OVER

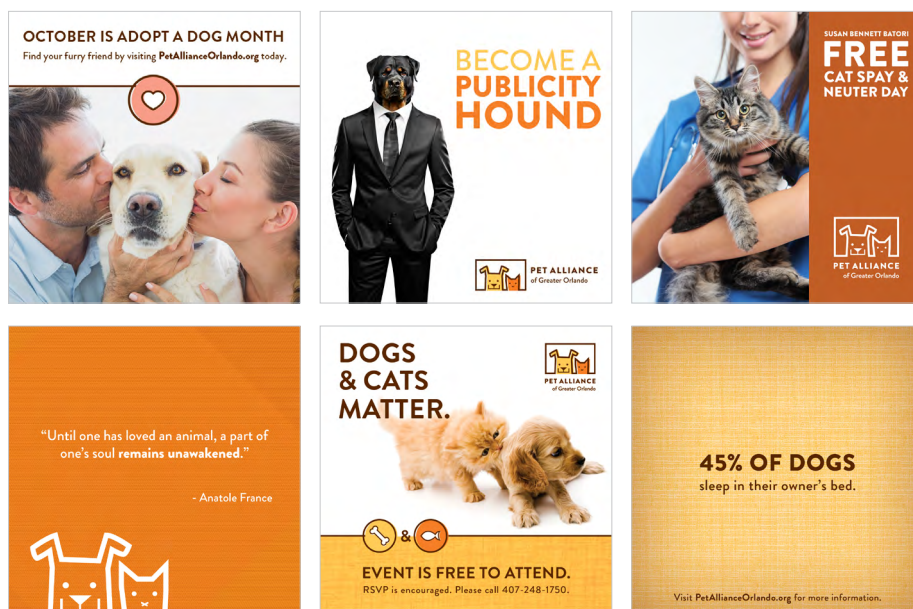
2,000,000+

TOTAL IMPRESSIONS (INCLUDING DIGITAL ARTICLES, PRINT AND TV)

**Over 1,000 Apartments +
14 Apartment Complexes**

ARE NOW PET-FRIENDLY AND HAVE LIFTED BREED AND SIZE
RESTRICTIONS AFTER SIGNING THE APARTMENT REGISTRY.

Social Media Management





[Featured Work Page](#)



ABOUT THE CLIENT

Founded in 1921, the Orlando Regional REALTOR® Association is one of the largest trade associations in the state of Florida with more than 12,000 active members throughout Hillsborough, Lake, Orange, Osceola, Polk, Seminole and Volusia counties. ORRA is comprised of REALTORS® involved in all aspects of buying and selling both commercial and residential real estate, property management, appraisal and sales.

By offering its members exclusive new benefits each year, such as professional certifications and continuing education courses, ORRA is the go-to resource for any Central Florida real estate professional. With an annual revenue of \$7.7 million annually, ORRA has seen its membership continue to grow as it expands throughout Central Florida.

SERVICES INCLUDE

- Creative Campaigns
- Copywriting + Scriptwriting
- Commercials
- Animations
- Radio Campaigns
- Social Media Marketing
- Billboards
- Landing Pages
- Print + Digital Banner Ads
- Media Buying
- Vehicle Wrap

Marketing + Media Case Study

ORLANDO REGIONAL REALTOR® ASSOCIATION

CAMPAIGN OVERVIEW

Medium: Google Search Text Ads, Digital Display Ads, Facebook + Instagram Ads, Landing Pages, Video, Radio, Billboard, Print

Goal: Develop top-of-mind brand awareness across multiple online and print mediums by educating and influencing target audiences to generate an influx of new, qualified real estate leads.

Target Market: Selling Urgency, Downsizers | Empty Nesters, First Time Home Buyers, Commuters

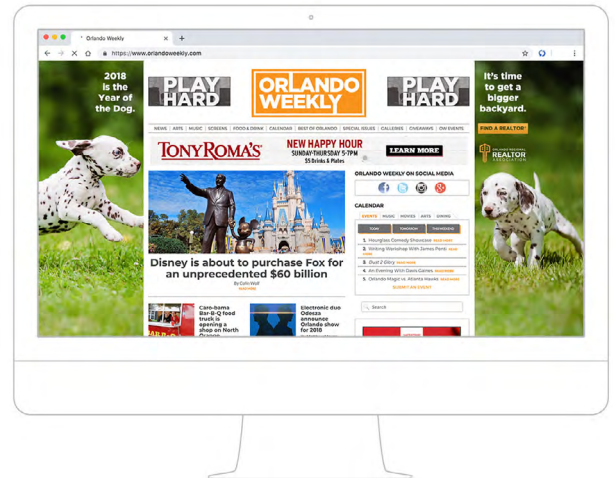
Time Period: 12 months

PROBLEM

Previous marketing campaigns generated high traffic volume, but few actual leads and poor-quality leads. Additionally, ORRA needed to establish and set apart their brand, messaging and product in a saturated Central Florida real estate market.

STRATEGY + TACTICS

- Ads were run across multiple mediums to develop top-of-mind brand awareness and to educate and influence target audiences.
- Crafted focused campaign messaging for distinct target audiences and locations.
- Created a variety of digital ads including search ads, display ads, carousel ads, and video ads – driving qualified leads to landing pages.
- AB testing was run for all ad types to maximize impact.
- In-depth retargeting research to define and reach qualified leads.



You're Gonna Need a Bigger House



Vehicle Wraps





Target Market: Selling Urgency



Billboards

- Billboards: 67
- Billboard Reach: 15,464,803
- Bonus Reach: 4,059,435

40,822,037

Billboard Impressions

\$69,405

Bonus Billboard Value



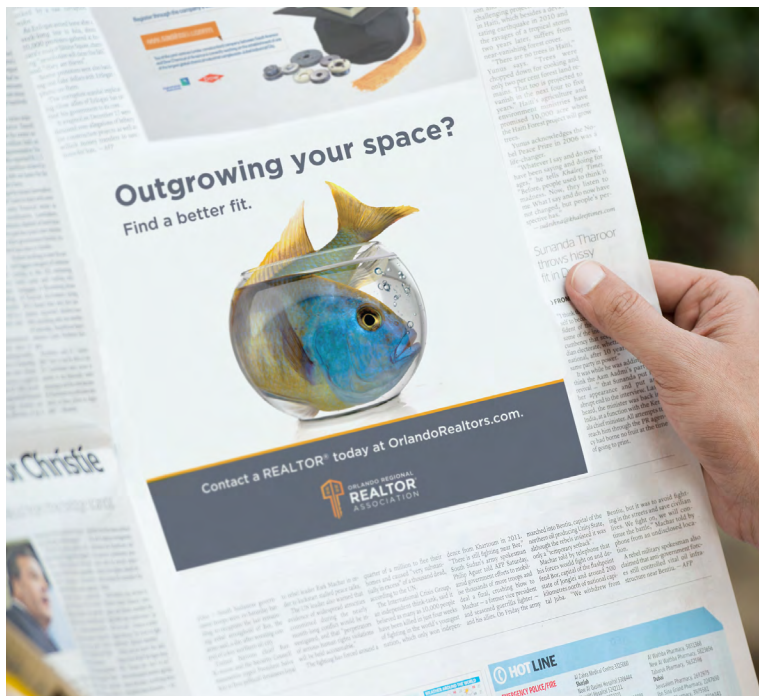
The Market is Hot. Hot. Hot

TRADITIONAL MARKETING

Traditional Marketing was also implemented for ORRA - which refers to any type of marketing that isn't online. This means we created content and creative for published articles and advertorials for magazines and newspapers, billboards in strategic locations, and even vehicle wraps.



Target Market: Downsize | Empty Nesters



Print

- Publications: 9
- Print Ads Run: 43

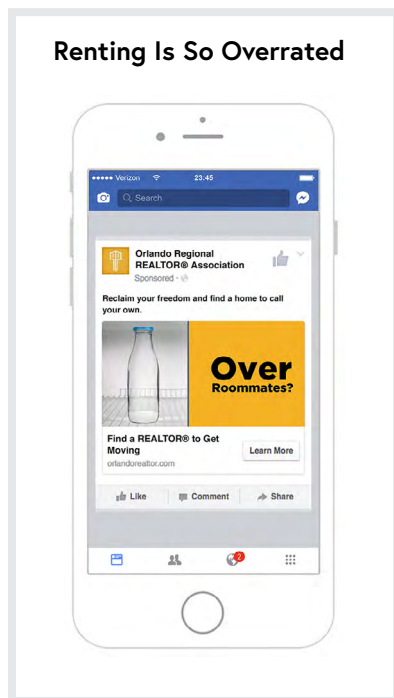
3,850,469
Print Impressions

\$12,086
Bonus Print Value

Target Market: Upsizers



Target Market: First Time Home Buyers ▲



▲ Target Market: First Time Home Buyers

Google Search Text Ads

- Clicks: 27,599
- Overall CTR: 3.2%

645,497
Impressions

Facebook + Instagram Ads



- Clicks: 60,818

10,578,233
Impressions

Total Digital Impressions: 11,223,730

DIGITAL MARKETING CAMPAIGNS

For Orlando Regional Realtor Association, we utilized digital marketing campaigns. It's an effective way to entice your consumers to click or interact with what you're selling and offers some of the best reporting information for obtaining measurable feedback. Interaction takes place on users' phones, computers, smart TV's or wearable tech. Before launching the digital campaign, we first performed in-depth research to ensure we are reaching their target market and creating an accurate methodology and strategy.



Target Market: Commuters ▲



Target Market: Commuters ▲

Radio

- Radio Spots: **3,577**
- Bonus Radio Spots: **1070**

1,781,200

Radio Impressions

\$22,590

Bonus Media Value

Total Campaign Impact

(12 Months)

TOTAL CAMPAIGN IMPRESSIONS:

50,198,283

TOTAL BONUS MEDIA VALUE:

\$105,308

TOTAL TRADITIONAL IMPRESSIONS:

46,453,706

TOTAL DIGITAL IMPRESSIONS:

11,223,730

CONVERTED TO WEBFORMS:

72,070

4.1.G.1-3. Relevant Experience In or Near Clermont

Client Work Samples



[Storytelling Video](#)



Special Olympics
Florida

ABOUT THE CLIENT

Special Olympics Florida is an organization dedicated to transforming lives through the power of sport. Established in 1972, it provides year-round training and athletic competition in a variety of Olympic-style sports for children and adults with disabilities. With more than 60,000 athletes and unified partners across the state, the organization is committed to fostering inclusion, dignity, and achievement both on and off the field.

Headquartered in Clermont, Florida, Special Olympics Florida operates in communities throughout the state, offering opportunities that go far beyond competition. The organization empowers individuals to discover their strengths, develop confidence, and become champions in every sense of the word.

SERVICES INCLUDE

- Videos
- Scriptwriting
- Storyboarding
- Commercials



[Case Study](#)



[Featured Work Page](#)



ABOUT THE CLIENT

CareerSource Central Florida (CSCF) is a nonprofit focused on providing workforce development to the Central Florida region (Orange, Osceola, Lake, Seminole and Sumter counties). The organization serves both job seekers and employers, providing resources, skills training and more to help everyone achieve their goals. The mission of CSCF is to develop skilled talent for businesses and connect Central Floridians to careers, helping to build a strong and vibrant economy. CSCF has several career centers around the region and offers a variety of programs and services.

SERVICES INCLUDE

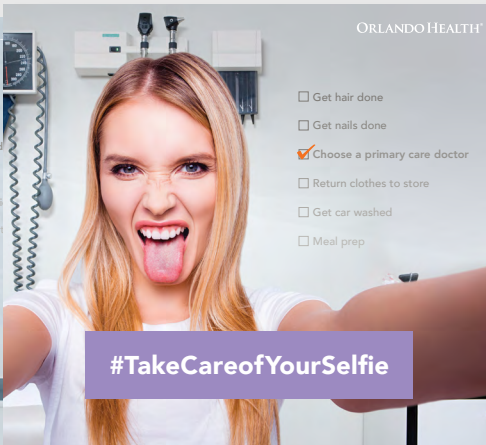
- Annual Reports
- Website Landing Pages
- Brochures
- Infographics
- Promotional Videos
- Photography
- Digital Marketing Campaigns



Don't have time? We're closer than you think.
Choose a primary care doctor near you.

Choose Orlando Health.

OrlandoHealth.com/Adulting



Don't have time? We won't waste it.
Choose a primary care doctor.

Choose Orlando Health.

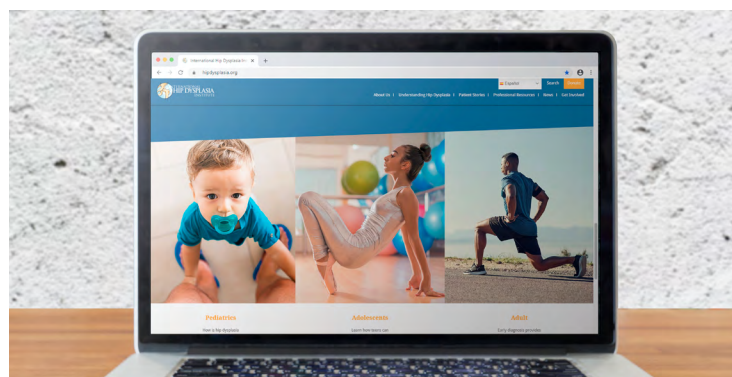
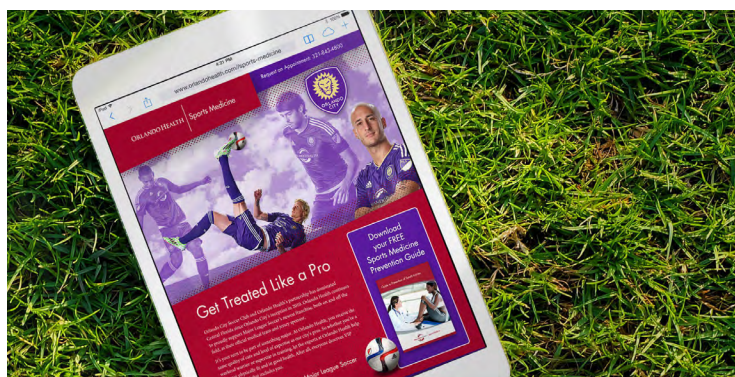
OrlandoHealth.com/Selfie



Don't have time? We won't waste it.
Choose a primary care doctor.

Choose Orlando Health.

OrlandoHealth.com/Adulting



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ABOUT THE CLIENT

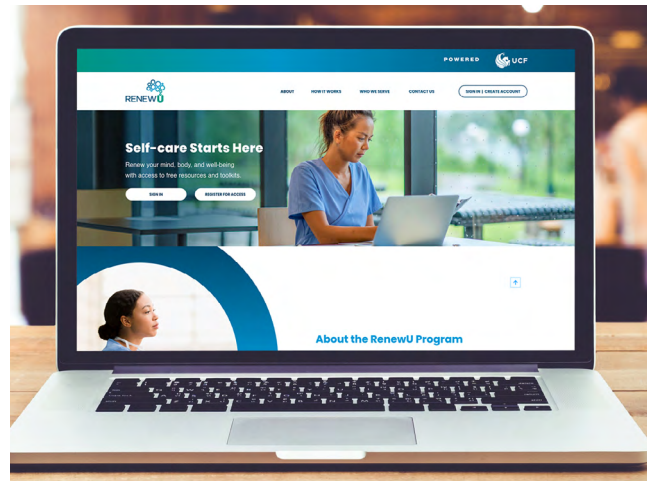
Orlando Health is one of Florida's largest and most comprehensive network of healthcare providers and a leading resource for health services in Central Florida. With hospitals and rehabilitation centers comprised of more than 3,000 physicians and 23,000 employees, Orlando Health utilizes advanced technology and its experienced staff to provide quality medical care to millions.

Since 2004, Appleton has been a strategic partner with Orlando Health Foundation reaching local and international clients. Appleton has provided creative resources for Orlando Health, with several multi-media campaigns for brand awareness, in addition to campaigns focused on primary care, its Heart Institute and the Sports Medicine division.

ORLANDO
HEALTH®

SERVICES INCLUDE

- Logos
- Campaign Development
- Digital Marketing
- Landing Pages
- Email Marketing
- Media Buying
- Websites
- Event Themes + Planning
- Billboards + Advertisements
- Animation
- Video
- Facility Launches
- Displays



[Featured Work Page](#)



UNIVERSITY OF
CENTRAL FLORIDA

ABOUT THE CLIENT

The University of Central Florida is a public university located in Orlando, Florida. It was founded in June 1963 as Florida Technological University to bolster the growing space program, which quickly grew into the metropolitan research university it is today - ultimately changing its name to University of Central Florida (UCF) in 1978. The university offers 13 different colleges and more than 230-degree programs. The campus spreads between the main campus, downtown campus, and the Rosen College of Hospitality Management Campus. UCF is one of the largest universities in the United States and the largest university by enrollment in Florida. UCF prides itself on having a welcoming and diverse campus where opportunities are around every corner.

SERVICES INCLUDE

- Logos + Branding
- Interactive Touchscreen
- Game Development
- Wayfinding Signage
- Email Marketing
- Websites
- Event Themes + Planning
- Billboards + Advertisements
- Animation
- Copywriting + Scriptwriting
- Videos
- Facility Launches



 [Case Study](#)

 [Featured Work Page](#)

ABOUT THE CLIENT

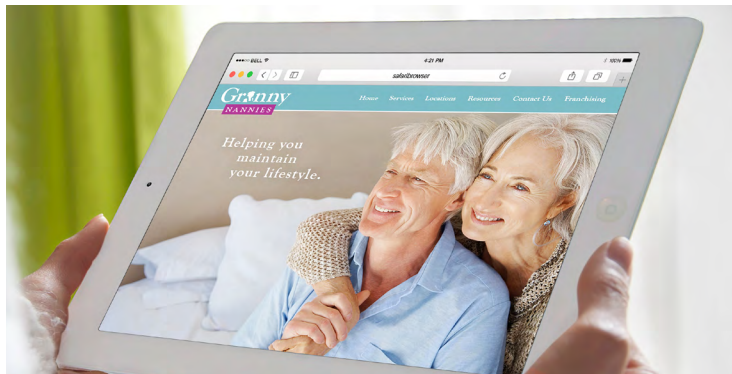
Orlando International Airport (MCO) is an award-winning international airport that has recently won two J.D. Power awards. As the largest airport in Florida and the 10th busiest airport in the country, this world-class facility continues to expand its initiatives to meet the ever-growing needs of visitors passing through Central Florida. Therefore, its branding and marketing efforts must be first-rate to exceed the needs and expectations of its stakeholders.

Since 1989, Appleton has worked with MCO, providing the full spectrum of branding and marketing services. Orlando International Airport provides a world-class experience that exceeds the needs of the traveler with a seamless arrival and departure. This adventure instills a memorable imprint of the culture of the region.



SERVICES INCLUDE

- Logos + Brand Guides
- Marketing Campaigns
- Web Graphics + Microsites
- Animation
- Annual + Budget Reports
- Print + Interactive Brochures
- Wayfinding + Interior Signage
- Event Planning + Collateral
- Master Plans
- Tradeshow Displays
- Media Buying
- History Book
- Print + Marketing Collateral
- Videos



[Featured Work Page](#)

ABOUT THE CLIENT

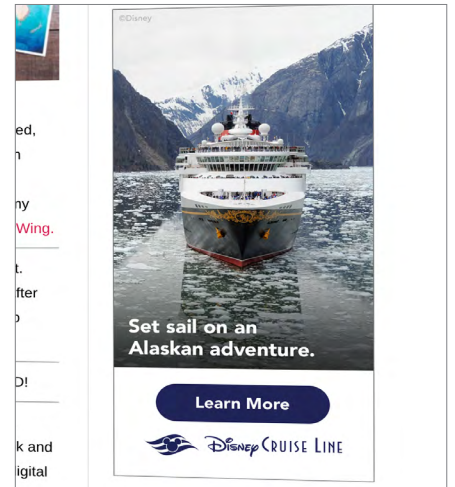
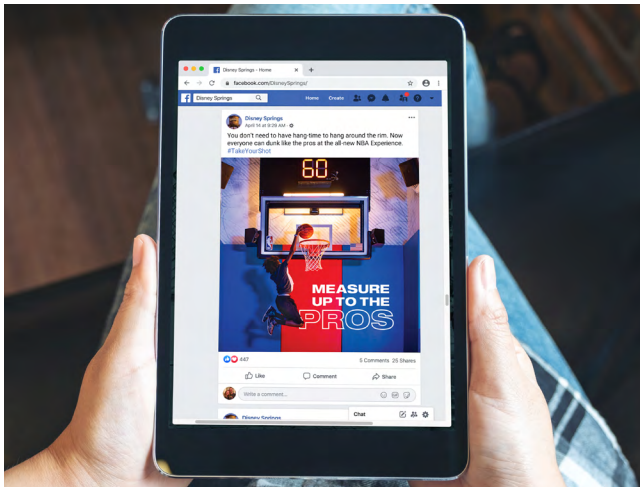
Granny NANNIES is a home health care service provider dedicated to providing reliable, affordable and convenient health care to those seeking independent living. Since 1990, Granny NANNIES has matched clients with private duty caregivers who provide specialized home care services for the elderly.

Granny NANNIES is a franchise-based company found in ten states across the country. With the maturation of the baby boomer generation, the need for home healthcare has become increasingly popular. The market is growing for caregivers in the home, hospital room, assisted living facility or nursing home and Granny NANNIES has emerged to fill that need across the country.



SERVICES INCLUDE

- Logo + Brand
- Website
- Public Relations
- Content Marketing
- Print Collateral
- Advertisements
- Brochures
- Presentations
- Stationery
- Media Kit



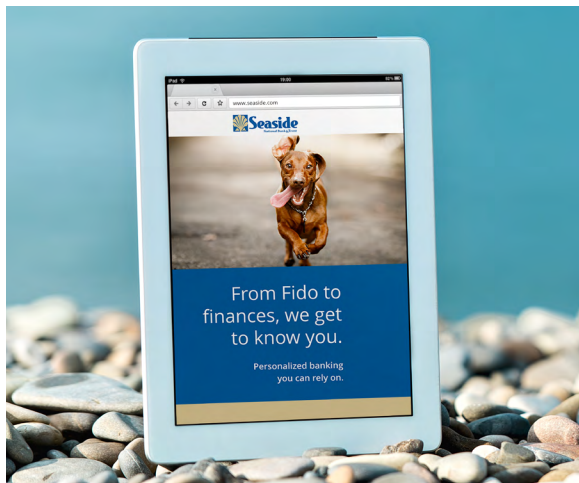
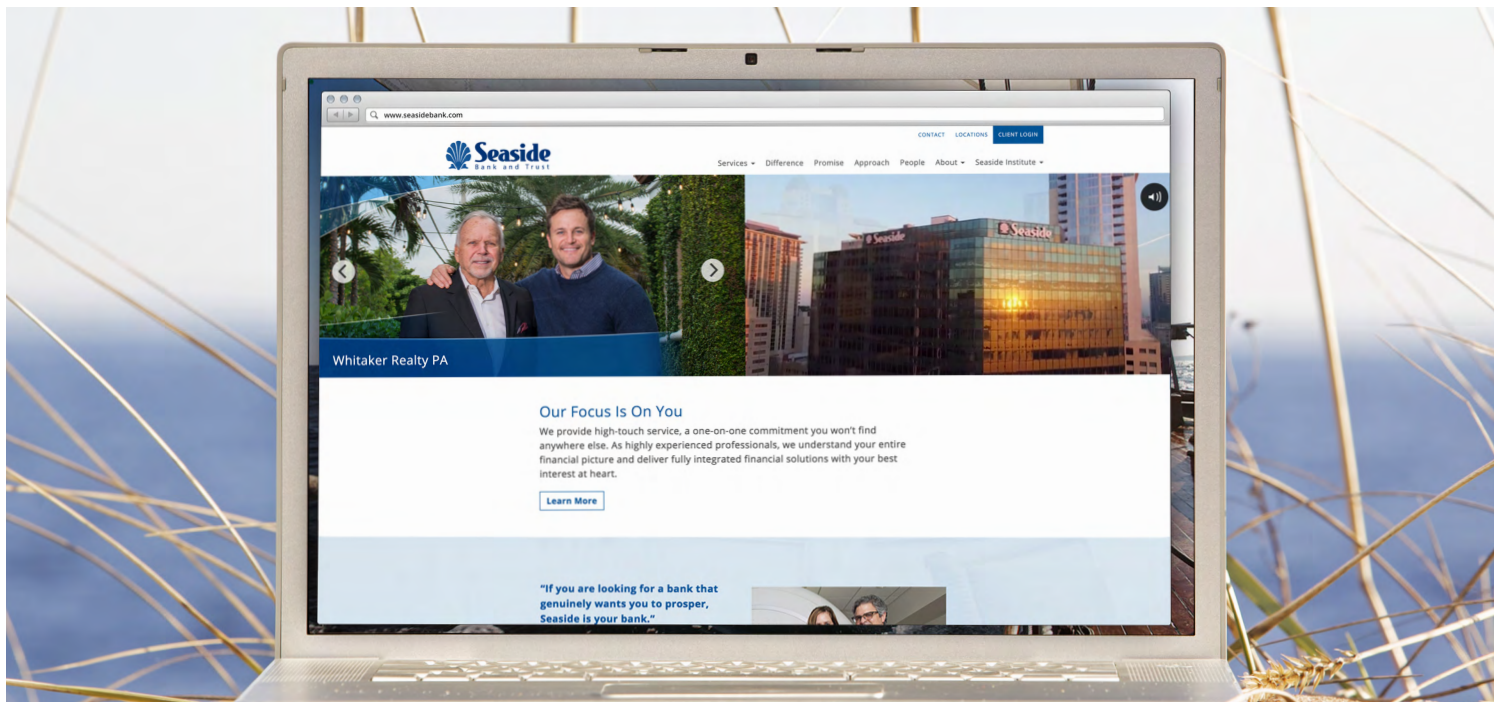
[Featured Work Page](#)

ABOUT THE CLIENT

As one of the world's leading entertainment companies, Disney spans a wide range of divisions, each with its own unique storytelling and immersive experiences. From sports experiences to themed parties and luxury cruises, Appleton has provided comprehensive services to enhance Disney's unique narrative. We've worked across the spectrum, developing vibrant online marketing videos, imaginative social media campaigns, engaging ads, and distinctive logo designs. Through themed campaigns, event theming and collateral, animations, brochures, digital banner ads, on-site digital signage, one-sheets, print ads, and tailored Twitter ads, we've taken Disney's captivating brand story to new heights.

SERVICES INCLUDE

- Online Marketing Videos
- Social Media Marketing
- Logo Designs
- Themed Campaigns
- Event Theming + Collateral
- Animations
- Print Collateral
- Digital Banner Ads
- On-site Digital Signage
- Print Ads
- Twitter Ads



[Case Study](#)

[Featured Work Page](#)

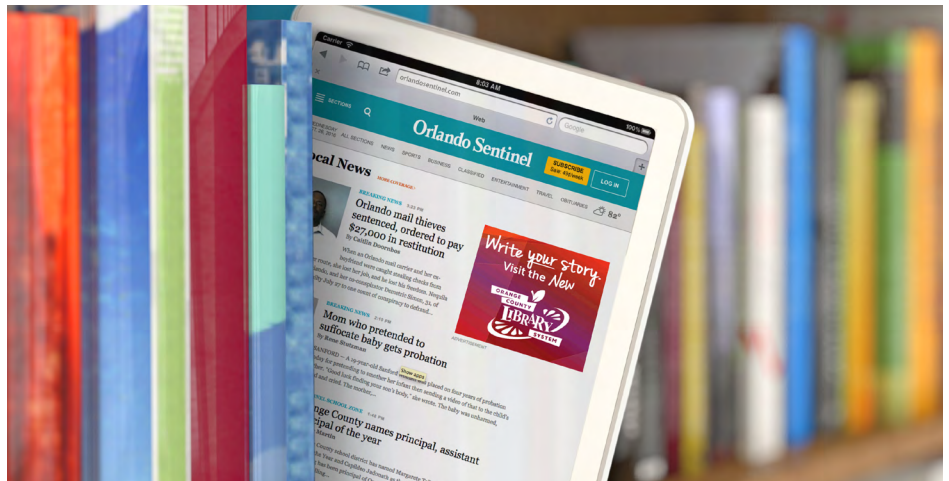


ABOUT THE CLIENT

At its core, Seaside is a financial services provider with a client-focused promise of personal service and conflict-free, transparent wealth management offering a rich collection of tools for commercial banking and insurance clients, while also providing personal banking and wealth management solutions. It's sophisticated product suite rivals that of large, regional banks. However, Seaside is fundamentally different from most banks. Seaside's core business strategy is not product-specific or promoting growth for growth's sake. Every Client Advisor at Seaside approaches each new piece of business as part of an ongoing relationship, beneficial to their clients and to Seaside.

SERVICES INCLUDE

- Corporate + Event Videos
- Educational Video Series
- Financial Update Videos
- Community Service Video
- Social Media
- Podcasts
- Logo + Brand Guide
- Websites
- Newsletters
- Print Collateral
- Eblasts



[Case Study](#)

[Featured Work Page](#)

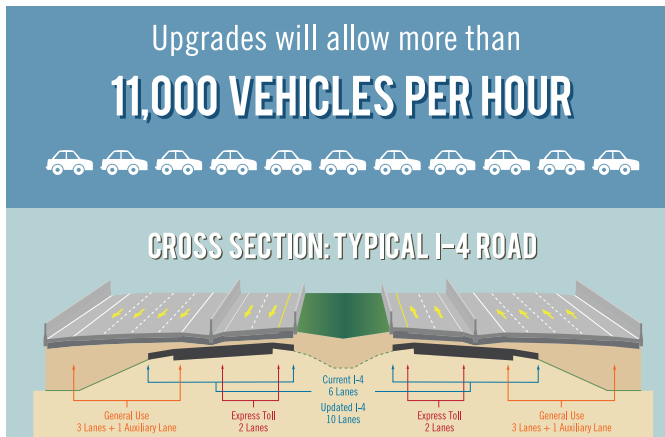
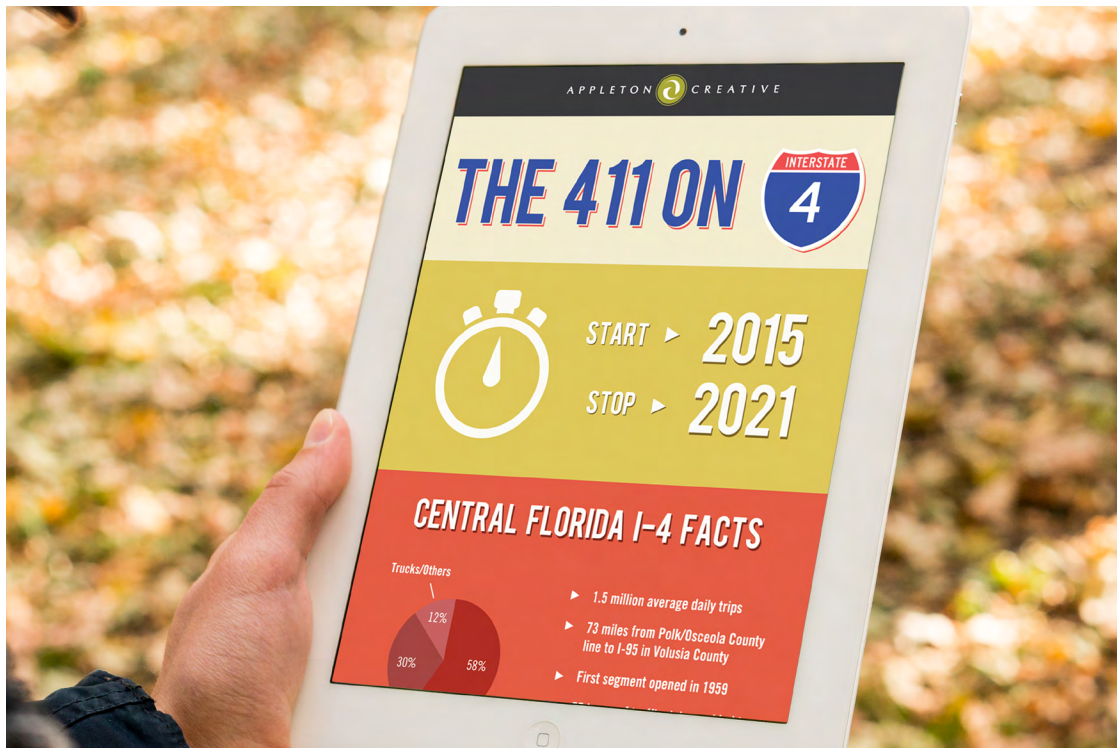


ABOUT THE CLIENT

Established in 1923, Orange County Library System (OCLS) is a deep-rooted community resource for Orlando residents. OCLS offers both traditional and contemporary resources and services to its fourteen branches, from diverse collections of books and multimedia to 3-D printers and photography studios. Hosting many community programs, training, and engagement initiatives, the system is a cornerstone for promoting literacy and lifelong learning in Orange County. Our team contributed to raising awareness surrounding the brand and its offerings for individuals of all ages and backgrounds.

SERVICES INCLUDE

- Billboards
- Media Buying
- Landing Pages
- Social Media Marketing
- Eblasts
- Digital Banner Advertisements
- Radio Advertisements

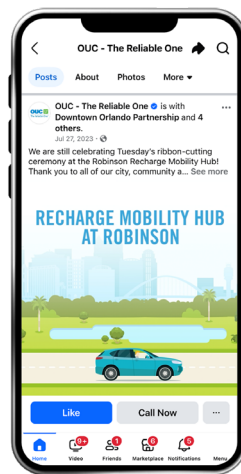


ABOUT THE CLIENT

The City of Orlando strives to enhance the lives of its residents by delivering services and educational resources to the public. Its areas of focus include building and development, parking and transportation, trash and recycling, parks and the environment and public safety. With this wide range of responsibilities and such a strong dedication to fostering the growth of The City Beautiful, multiple communication assets and distribution channels are a necessity. Our partnership has facilitated the creation of collateral that share the City of Orlando's offerings, innovations, updates and other important information.

SERVICES INCLUDE:

- Infographics
- Custom Illustration
- Statistic Compilation
- Social Media Distribution



[Youth Energy Academy Video](#)

[Robinson EV Hub Animation](#)

ABOUT THE CLIENT

The Orlando Utilities Commission (OUC) has remained a vital part of Central Florida's infrastructure for over a century, delivering electric and water services to hundreds of thousands of residents and businesses. As a leader in electric reliability since 2003, OUC continues setting the standard for exceptional service and community value. Appleton is proud to support OUC's mission with innovative strategies and creative solutions.



SERVICES INCLUDE

- Brand Development
- Digital Marketing
- Videos
- Radio
- Presentations
- Animations
- Custom Songs
- Corporate Videos
- Collateral Marketing



TAVISTOCK —GROUP—

ALBANY

Isleworth
REALTY

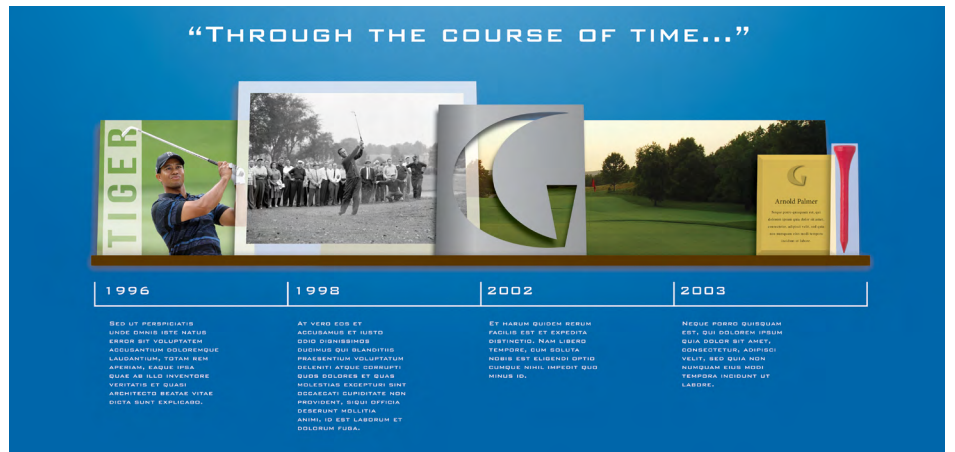
STOCKWORTH
REALTY GROUP

ABOUT THE CLIENT

Tavistock Group, a global leader in private investment, boasts a diverse portfolio with holdings spanning North and South America, the Caribbean, Europe, Asia and Australia. Primarily focused on real estate, hospitality, agriculture and financial services, Tavistock is dedicated to driving long-term transformative impact by developing strong management teams. Among their key investments are Albany Bahamas, Isleworth Realty and Stockworth Realty Group. Our partnership with these companies included branding development, website creation, marketing campaigns and collateral material, increasing brand awareness and solidifying their market presence.

SERVICES INCLUDE

- Development of Full Brands for Real Estate Properties
- Brand Guides
- Websites
- Magazines
- Advertisements
- Digital Marketing
- Collateral
- Brochures
- Direct Mail
- Eblasts



ABOUT THE CLIENT

Golf Channel is a cable network that covers the exciting sport of golf 24 hours a day. Headquartered here in Orlando and co-founded by Arnold Palmer, the channel features an array of programming including coverage of all major tours.

The new space was a wonderful expansion to their existing space and we had a clean slate to design interior art to represent their brand. We worked on everything from a golf course magnetic working wall design to artistic wall art, frosted glass appliques to acrylic collages of classic golfers lining the hallways.

SERVICES INCLUDE

- Inset Wall Graphics + Installation
- Exterior Flags
- Magnetic Whiteboard Working Wall
- Wall Features
- Signage
- Frosted Glass Wall Designs
- Large-scale Framed Art



CENTRAL FLORIDA EXPRESSWAY AUTHORITY

ABOUT THE CLIENT

The Central Florida Expressway Authority (CFX) is a regional transportation agency responsible for the construction, maintenance, and operation of the expressway system that serves the greater Orlando area. Established to improve mobility, reduce congestion, and support economic growth, CFX plays a critical role in connecting communities across Orange, Osceola, Seminole, Lake, and Brevard counties. The agency is governed by a diverse board of local elected officials and transportation experts, ensuring that decisions align with the region's evolving infrastructure needs. CFX delivers safe, efficient, and sustainable transportation solutions that power Central Florida's future.

SERVICES INCLUDE

- Wall Graphics + Installation
- Signage
- Frosted Glass Wall Designs
- Large-scale Framed Art
- Anniversary Logo
- Branding
- Marketing Campaigns
- Print Collateral
- Timeline Booklet
- Environmental Branding
- Videos



[Featured Work Page](#)

Hilton GRAND VACATIONS

ABOUT THE CLIENT

Hilton Grand Vacations (HGV) is recognized as a leading, global, vacation- ownership company. Headquartered in Orlando, Florida, Hilton Grand Vacations develops, markets and operates a portfolio of high-quality, shared- ownership properties in highly desired vacation and urban destinations. The company also manages and operates two best-in-class club membership programs, providing exclusive services for more than 315,000 Club Members around the world.

Since 2008, Appleton has partnered with HGV on an abundance of marketing and advertising projects from branding and logo design to in-room videos, animations, websites and more. With an in-depth understanding of both HGV's internal and external brands, we're able to produce high-quality, dynamic work that excites guests and inspires Team Members.

SERVICES INCLUDE

- Logos
- Strategic Naming
- Strategic Brand Positioning
- Brand Book
- Brand Collateral
- Sales Center UX/UI Display Design
- Online Resort Gallery
- Members Website
- Website Designs
- Videos + 3D Movie
- Interactive Presentations
- Signage + Wayfinding Maps

Branding Case Study

HILTON GRAND VACATIONS (HGV)

CHALLENGE

With properties spanning diverse geographies and guest expectations, HGV needed to differentiate each resort with its own authentic brand while maintaining alignment with the broader Hilton Grand Vacations identity. The challenge was twofold: create bespoke brand identities that reflect the personality, location, and promise of each property, and do so within a cohesive system that supports internal marketing, sales, and guest experience.



PROCESS

Discovery + Strategic Brand Positioning

Appleton conducted individual discovery sessions and stakeholder interviews for each property, tailoring brand strategy to reflect local context, cultural cues, architectural styles, and guest profiles. For high-impact markets such as Las Vegas, we consulted directly with on-site sales teams to incorporate real-time insights about guest expectations, competitive perception, and property experience.

- Brand Audit
- Market + Competitor Research
- Facilitated Discovery Sessions with Key Stakeholders
- SWOT Analysis
- Target Audience Analysis

Visual Identity Development

Each property received a custom logo and identity system designed to capture its specific personality, whether serene, vibrant, iconic, or boutique. Color palettes, type systems, and supporting graphic elements were selected to enhance both individuality and brand cohesion. New logos were implemented through other brand collateral, such as print materials and signage.

Naming + Messaging

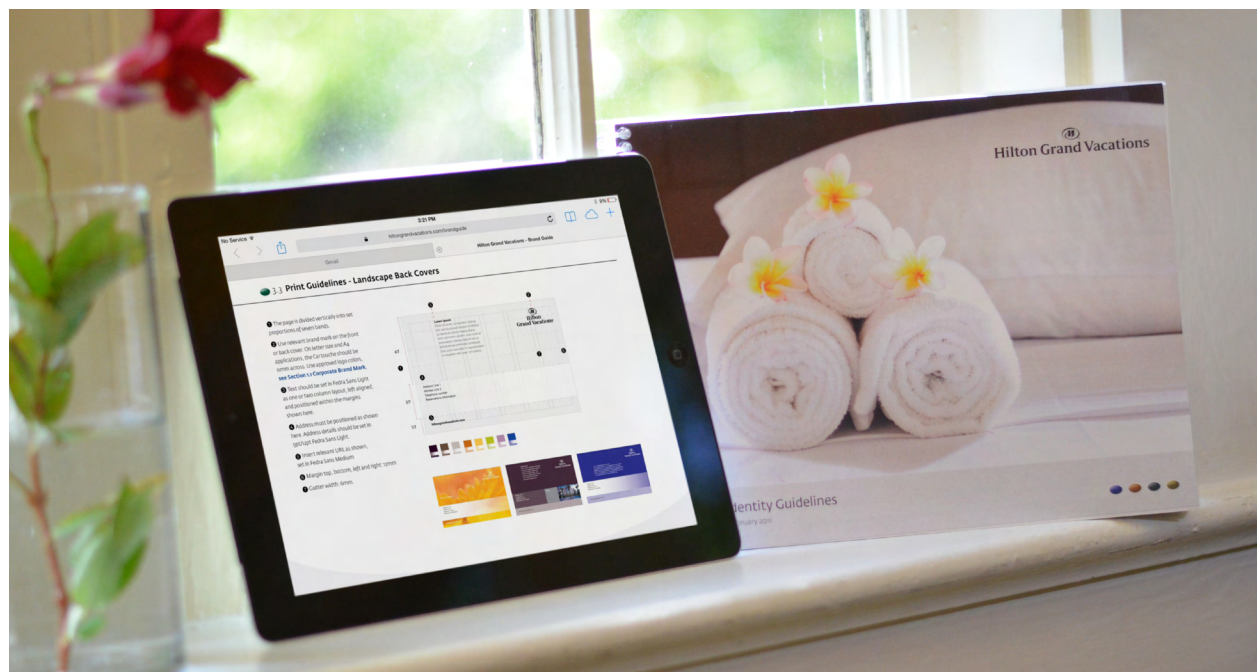
For select properties, Appleton provided naming support and messaging development, ensuring that each property's name, tone, and key descriptors aligned with its intended market position and the HGV brand voice.

Brand Guide

All identities were assembled into a global brand book and toolkit, enabling the HGV team to maintain consistency across on-property signage, sales materials, web platforms, and merchandise. The system was built to scale with future property launches and to accommodate a diverse range of creative applications.

SOLUTION

Appleton delivered a globally scalable branding framework for Hilton Grand Vacations, enabling each resort to speak with its own unique voice while contributing to a cohesive, premium portfolio. The property-specific brands were designed to differentiate and support guest acquisition, on-site experience, and long-term loyalty.



Results

The new brand identities for HGV's properties have elevated the company's global presence and enabled more effective marketing and guest engagement. Outcomes included:

Custom branding systems

DEVELOPED FOR 16 INDIVIDUAL RESORT PROPERTIES ACROSS THE GLOBE.

Property-specific logos

COLOR SYSTEMS, AND DESIGN ASSETS THAT ALIGN
WITH LOCAL AND EXPERIENTIAL CONTEXT.

Unified brand architecture

AND COMPREHENSIVE GLOBAL BRAND GUIDE TO
ENSURE INTERNAL CONSISTENCY AND SCALABILITY.

Direct integration

OF FRONTLINE SALES INSIGHTS TO INFORM
BRAND DEVELOPMENT FOR HIGH-PRIORITY MARKETS.

Distinctive visual assets

THAT SUPPORT STORYTELLING, SALES MATERIALS,
AND THE FULL VACATION OWNERSHIP JOURNEY.

4.1.H. References

4.1.H. References

Harmonie Wilson

Digital and Marketing Manager

Orlando Utilities Commission (10+ year client)

ouc.com

LinkedIn: [linkedin.com/in/harmonie-wilson/](https://www.linkedin.com/in/harmonie-wilson/)

Email: hwilson@ouc.com

Work #: (407) 434-2126

Tara Banks

Vice President Brand Strategy

Hilton (10+ year client)

hiltongrandvacations.com

LinkedIn: [linkedin.com/in/taracbanks](https://www.linkedin.com/in/taracbanks)

Email: tbanks@hgvc.com

Work #: (407) 516-8481

Lara Lee

SVP, Chief Marketing Officer

Cogent Bank; formerly Seaside Bank and Trust (10+ year client)

seasidebank.com – cogentbank.net

LinkedIn: [linkedin.com/in/lara-lee-a29b869/](https://www.linkedin.com/in/lara-lee-a29b869/)

Email: llee@cogentbank.net

Work #: (321) 233-8876

Pam Nabors

President + CEO

CareerSource Central Florida (10+ year client)

careersourcecentralflorida.com

LinkedIn: [linkedin.com/in/pamela-nabors-a359a010/](https://www.linkedin.com/in/pamela-nabors-a359a010/)

Email: pnabors@careersourcecf.com

Work #: (407) 531-1222 x2211

4.1.I. Claims Disputes

4.1.I.1 Claims Disputes

4.1.I.1.a. Appleton Creative has not been involved in any claims disputes, either pending or settled, within the last ten (10) years.

4.1.I.1.b. Appleton Creative has not had any projects completed by a surety in the past ten (10) years.

4.1.I.1.c. Appleton Creative has not been assessed any liquidated damages in the past five (5) years.



City of Clermont
Procurement Services Department
685 W. Montrose Street
Clermont, FL 34711

VENDOR INFORMATION

The following information along with a current W-9 form must be provided to the Procurement Services Department for all new vendors and when current vendors remit information changes.

Name of Individual or Business: Appleton Creative, Inc.

Contact Person and Title: Diana LaRue, CEO

Vendor Street Address: 539 Delaney Ave.

Vendor City, State, ZIP: Orlando, FL 32801

Vendor Mailing Address (if different from above): _____

Vendor Email Address: _____

Vendor Email Address for Purchase Order (if different from above): _____

Phone Number: 407-246-0092 Fax Number: _____

Taxpayer Identification Number (include a copy of your W9 form): 59-3199054

Remit to Information (if different from above):

Payment Remit to Name: _____

Payment Remit to Address: _____

Payment Remit to City, State, ZIP: _____

Does the business accept invoice payment using the City's Virtual Credit Card? ☒ Yes ☐ No

If so, what is the preferred payment method? ☒ Check ☐ Virtual Card

Please return the completed Vendor Information along with the required W-9 form by email to:
procurementservices@clermtontfl.org

For any questions, please call the Procurement Services Department at (352) 241-7350.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Appleton Creative, Inc.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions. 539 Delaney Avenue	Requester's name and address (optional)
	6 City, state, and ZIP code Orlando, FL	
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
or									
Employer identification number									
5	9		-	3	1	9	9	0	5 4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► <i>Diana LaRue</i>	Date ► 08-18-2025
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

State of Florida

Department of State

I certify from the records of this office that APPLETON CREATIVE, INC. is a corporation organized under the laws of the State of Florida, filed on August 23, 1993.

The document number of this corporation is P93000058863.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 30, 2025, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Thirtieth day of January, 2025*




Secretary of State

Tracking Number: 5821157027CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



[CROSSWORDS COMMUNICATIONS CO.] RESPONSE DOCUMENT REPORT

RFP No. RFP 25-090

Public Communication, Social Media, and Brand Management Services

RESPONSE DEADLINE: August 21, 2025 at 2:00 pm

Report Generated: Tuesday, August 26, 2025

Crosswords Communications Co. Response

CONTACT INFORMATION

Company:

Crosswords Communications Co.

Email:

dorisbloodsworth@gmail.com

Contact:

Doris Bloodsworth

Address:

13119 Anderson Hill Rd
Clermont, FL 34711

Phone:

N/A

Website:

www.crosswordscommunications.com

Submission Date:

Aug 20, 2025 2:51 AM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

QUESTIONNAIRE

1. Proposal*

Instruction:

Respondents are limited to a total page count not to exceed sixty (60) pages excluding the cover page, table of contents, and tab sheets. Page size shall be 8.5 x 11 inches. The text size should be 11 points or larger using Arial or Times New Roman font only. Use at least one (1) inch margins on the top and bottom and three-quarter (3/4) inch side margins. All response sections must be appropriately separated and tabbed. The City reserves the right to seek additional/supplemental representation on specific issues as needed.

Content:

Table of Contents

Outline in sequential order (as stated below) the major areas of the response. All pages must be consecutively numbered. Respondents must respond to all minimum requirements listed below. Responses that do not contain such documentation may be deemed non-responsive.

A. Introduction Letter

1. Provide a brief introduction of the firm.
2. Summary of interest in the project.
3. Contact information for the primary point of contact.

B. Company Overview

1. Legal business name, address, and website.

2. Years in operation.
3. Description of core services and areas of expertise.
4. Description of team members who will be assigned to this project.

C. Understanding of the Project

1. A narrative explaining your understanding of the project objectives communication and branding needs in Clermont, FL.

D. Proposed Approach and Methodology

1. Description of the strategy you will use to accomplish the scope of work.
2. Explanation of how local market dynamics will be considered.
3. Project management structure and client communication plan.

E. Work Plan and Timeline

1. Project phases and major milestones.
2. Estimated timeline for each phase.
3. Proposed start date and availability.

F. Budget and Cost Proposal

1. Detailed budget, broken down by service areas (e.g., social media, brand management, public relations)
2. Any optional or value-added services with separate pricing.
3. Payment terms and schedule.

G. Relevant Experience and Case Studies

1. Examples of similar work completed (especially in or near Clermont or for local governments, nonprofits, or community-based organizations).
2. Metrics or outcomes achieved.

3. Links to portfolios or media samples.

H. References

1. At least two (2) references from recent clients.
2. Include organizational name, contact person, phone number, and email.

I. Claims Disputes

1. In this section, list all respondent's projects that:
 - a. Are currently in a claims dispute or have been in a claim dispute within the last ten (10) years, and provide reasons for the dispute. In addition, provide disposition (pending or settled), the amount of the claim, and a brief description of the claim or dispute.
 - b. List all projects completed by the respondent's surety in the last ten (10) years.
 - c. List all liquidated damages assessed to the respondent in the last five (5) years, including a brief narrative of the circumstances and the amount assessed.

Clermont_Proposal_-_Crosswords_-_8.19.25.pdf

2. Vendor Information & W-9*

Please download the Vendor Information form, complete it, and upload it with a copy of your W-9.

- [Vendor Information.pdf](#)

Vend_info_and_w9.pdf

3. State of Florida Certificate*

Upload State of Florida Department of State Certificate

Corp_cert.pdf

4. Conflict of Interest Disclosure*

I HEREBY CERTIFY that:

- A. I, the Individual submitting this response, am a duly authorized representative of the firm (Respondent), and I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting and,
- B. Except as listed below (in the following question), no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
- C. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services and is in all respects fair and without collusion or fraud.

Confirmed

5. Exceptions to Conflict of Interest Disclosure*

List any exceptions here, or type "N/A".

N/A

6. Drug-Free Workplace*

The undersigned respondent hereby acknowledges that:

(select the appropriate options below)

- A. _____ the respondent has a drug-free workplace policy as identified in the company policy attached to this Proposal.
 - ☐ AND/OR
- B. _____ the respondent has a drug-free workplace policy that is in compliance with Chapter 287.087, Florida Statutes.
 - ☐ AND/OR
- C. _____ the respondent has a drug-free workplace policy that is in compliance with the outline below.
 - ☐ OR
- D. _____ the respondent does not currently have a drug-free workplace policy but is willing to comply with the requirements as specified in the outline below.

1. Publishing a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the respondent's workplace and specifying the actions that will be taken against employees for violations of such prohibition;
2. Establishing a continuing drug-free awareness program to inform its employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The respondent's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Giving all employees engaged in the performance of the contract a copy of the statement required by subparagraph (1);
4. Notifying all employees, in writing, of the statement required by subparagraph (1), that as a condition of employment on a covered contract, the employee shall:
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of the employee's conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law of the United States or of any state, for a violation occurring in the workplace NO later than five (5) days after such conviction.
5. Notifying the City of Clermont in writing within ten (10) calendar days after receiving notice under subdivision (4) (b) above from an employee or otherwise receiving actual notice of such conviction. The notice shall include the position title of the employee;
6. Within 30 calendar days after receiving notice under subparagraph (4) of a conviction, take one of the following actions concerning an employee who is convicted of a drug abuse violation occurring in the workplace:
 - a. Taking appropriate personnel action against such employee, up to and including termination or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to maintain a drug-free workplace program by implementing subparagraphs (1) through (6).
the respondent has a drug free workplace policy as identified in the company policy attached to this certification.
the respondent has a drug free workplace policy that is in compliance with Chapter 287.087, Florida Statutes.

7. Non-Collusion Statement*

I hereby affirm that I am a duly authorized representative of the firm submitting this Proposal (Respondent) and that I possess the legal authority to make this statement on behalf of myself and the firm for which I am acting.

I affirm:

- A. I am fully informed respecting the preparation and contents of the attached offer/proposal and all pertinent circumstances respecting such offer/proposal;
- B. Such offer/proposal is genuine and is not a collusive or sham offer/proposal;
- C. Neither the said proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has any way colluded, conspired, connived or agreed, directly or indirectly with any other proposer, firm or person to submit a collusive or sham offer/proposal in connection with the Contract for which attached offer/proposal has been submitted or to refrain from offering a proposal in connection with Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other proposer, firm or person to fix the price or prices in the attached offer/proposal or of any other proposer, or to fix any overhead, profit or cost element of the offer/proposal or the offer price of any proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Clermont or any person interested in the proposed Contract;
- D. The price or prices quoted in the attached offer/proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant. I solemnly declare and affirm under penalties of perjury that the contents of this statement are true and correct.

Confirmed

8. Supplemental Questionnaire

RESPONDENT INFORMATION*

Enter the following:

- A. Respondent's Name
- B. Official Representative
- C. Principal Office Address

Crosswords Communications Co.

Doris Bloodsworth, President

13119 Anderson Hill Road, Clermont, FL 34711

TYPE OF BUSINESS*

Individual

BUSINESS INFORMATION*

If a Corporation, answer this:

- A. When Incorporated
- B. In what State
- C. President's Name
- D. Vice-President's Name
- E. Treasurer's Name
- F. Members of the Board of Directors

If a Partnership, answer this:

- A. Date of organization
- B. General or Limited Partnership
- C. Name and Address of Each Partner

A. 2006

B. Florida

C. Doris Bloodsworth

D. N/A

E. N/A

F. N/A

HOW MANY YEARS HAS YOUR ORGANIZATION BEEN IN BUSINESS UNDER THE PRESENT BUSINESS NAME? *

19

DOES YOUR ORGANIZATION HAVE CURRENT OCCUPATIONAL LICENSES ENTITLING IT TO DO THE WORK/SERVICE CONTEMPLATED IN THIS SOLICITATION?*

Indicate Yes or No. If no, please explain.

Lake County does not require a business tax receipt (formerly known as an occupational license).

HAVE YOU EVER HAD A CONTRACT TERMINATED DUE TO FAILURE TO COMPLY WITH CONTRACTUAL SPECIFICATIONS?*

Indicate Yes or No. If yes, state where and why.

No.

HAS ANY PERSON OR PERSONS INTERESTED IN THIS SOLICITATION BEEN CONVICTED BY A FEDERAL, STATE, COUNTY, OR MUNICIPAL COURT OF ANY VIOLATION OF LAW, OTHER THAN TRAFFIC VIOLATIONS?*

Indicate Yes or No. If Yes, Explain any convictions.

No.

LAWSUITS (ANY) PENDING OR COMPLETED INVOLVING THE CORPORATION, PARTNERSHIP OR INDIVIDUALS WITH MORE THAN TEN PERCENT (10%) INTEREST.*

A. List all pending lawsuits.

B. List all judgments from lawsuits in the last five (5) years.

C. List any criminal violations and/or convictions of the respondent and/or any of its principals.

If this does not apply, type N/A.

None

CONFLICTS OF INTEREST*

The following relationships are the only potential, actual, or perceived conflicts of interest in connection with this proposal.

If none, type "N/A"

N/A

CERTIFICATION*

The respondent understands that information contained in this form will be relied upon by the City in making an award recommendation, and the respondent warrants such information to be true. The undersigned respondent agrees to furnish such additional information before the award recommendation. The respondent further understands that the information in this form may be confirmed through a background investigation conducted by the City of Clermont Police Department. By submitting this questionnaire, the respondent agrees to cooperate with this investigation, including but not necessarily limited to fingerprinting and providing information for credit checks.

Confirmed

9. Virtual Signature Page

FEIN NUMBER*
20-4182445

BY CONFIRMING THIS SECTION THE RESPONDENT CERTIFIES THAT:*

- A. It satisfies all legal requirements (as an entity) to do business with the City.
- B. The undersigned respondent acknowledges that the award of a contract may be contingent upon a determination by the City and that the respondent has the capacity and capability to perform the contract successfully.
- C. The proposer hereby certifies that it understands all requirements of this solicitation and that the undersigned individual is duly authorized to execute this proposal document and any contract(s) and/or other transactions required by the award of this solicitation.
- D. By confirming, the respondent agrees to all terms, conditions, and specifications as stated in this solicitation and is acting in an authorized capacity to execute this response. The respondent also certifies that it can and will provide and make available, at a minimum, the items outlined in this solicitation.

Confirmed

Q&A ACKNOWLEDGEMENT

I certify that I have read, reviewed, and hereby acknowledge the project Questions & Answers (Q&A), which shall be as binding as an addendum, and if necessary, I have applied the Q&A to my response accordingly.

Confirmed



August 19, 2025

REQUEST FOR PROPOSAL

RFP 25-090

**PUBLIC COMMUNICATION, SOCIAL MEDIA AND
BRAND MANAGEMENT SERVICES**

Crosswords Communications Co. | Clermont, FL | crosswordscommunications.com
407-797-9393 | dorisbloodsworth@gmail.com

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TAB A

Introduction Letter





INTRODUCTION LETTER

August 18, 2025

Mr. Freddy Suarez
Procurement Services Director
685 W. Montrose Street
Clermont, FL 34711

Dear Mr. Suarez:

Thank you for this opportunity to respond to the City of Clermont's RFP for Public Communication, Social Media and Brand Management Services. It would be a tremendous honor to work with you and other city staff as well as your council members.

After reviewing your Scope of Work, I believe that Crosswords Communications Co. is ideally suited to partner with you to advance the City's internal and external communications and to promote the City's Choice of Champions® brand. My company's proven track record includes my prior full-time service as Clermont's Communications Director and a previously requested consultation. During those times, I played a key role in Clermont's branding, directed the launch of popular programs and amenities and secured national and international recognition for the city.

I also have supported other municipalities in their branding efforts and enjoyed a successful, award-winning career in public relations, marketing and journalism. I have assembled an unrivaled team of experts that offer the City the best opportunity to powerfully connect with its community and to tell the world what an amazing place Clermont is.

Crosswords Communications Co. is based in Clermont and will celebrate its 20th anniversary in January. I am nationally certified in public relations and have served a broad range of clients in government, business and the nonprofit sectors. Some examples include LEGOLAND Florida®, Habitat Orlando, the South Lake Chamber of Commerce, Orlando Health and SunRail.

Clermont is the super model of cities. And while I will bring valuable institutional knowledge, my focus is on the future and the many exciting dynamics that will impact Clermont, including the influence of Wellness Way and the city's new comp plan. I would love the opportunity to serve your citizens by combining best practices with a public-servant's heart. I believe passionately that **strategic** communication is the key to boost community pride, to develop robust economic development and to ensure high morale among city workers. Let's talk!

Warm regards,

A handwritten signature in blue ink that reads "Doris Bloodsworth".

Doris Bloodsworth, APR
President

Crosswords Communications Co.
13119 Anderson Hill Road
Clermont, FL 34711
407-797-9393, dorisbloodsworth@gmail.com

An aerial photograph of a city, likely Jacksonville, Florida, featuring a prominent tall tower (the Jacksonville Tower) on the left side. The city is surrounded by water, and the sky is cloudy. The image is in grayscale, except for the blue text overlay.

TAB B

Company Overview



COMPANY OVERVIEW

Legal name: Crosswords Communications Co.
Address: 13119 Anderson Hill Road, Clermont, FL 34711
Website: crosswordscommunications.com
Years in Operation: 19



Core services: Full-service, one-stop communications company. Services include: public relations, marketing, branding, social media, writing, editing, media relations, government relations, advocacy, graphic design, video and photography production.

More details about expertise is included with the list of personnel.

COMPANY HISTORY

Crosswords Communications Co. was founded in Orlando, Florida in 2006. Led by Doris Bloodsworth, an award-winning, nationally certified public-relations expert, the company is a full-service communications firm. The Crosswords team is made up of experienced pros who are leaders in their fields.

In 2008, the company opened a satellite office in Clermont and soon became the marketing agency for South Lake Hospital and the local chamber of commerce. A decision was made to spin off a new division under the name Thompson Wesley Wolfe doing business as TW2. That company grew quickly, attracting national and international clients, including General Motors and Merlin Entertainment (LEGOLAND Florida). In 2009, it moved to downtown Orlando. Within three years, it grew into one of the state's largest public-relations firms. The company was later sold, and Crosswords Communications moved to Clermont full time in 2010.

The company offers clients a 360-degree perspective and exceptional service by partnering with top experts in the Clermont area, Orlando, Fort Lauderdale and Saint Augustine, under the leadership of Doris Bloodsworth.

AWARDS and HONORS – Doris Bloodsworth and Crosswords Communications
For a complete list see crosswordscommunications.com/our-story.

APR National Certification, Pulitzer Prize Nominee, City of Clermont Gold Key Recipient, Lake County Women's Hall of Fame, Lake County Schools Hall of Fame, Lake County Writer of the Year, Florida Chambers Communications/PR of the Year, Florida Bar's Media Award, Orlando Sentinel Newsgathering Award, Rotary Club's Service Above Self Award, Lake County Historian of the Year, City of Groveland Proclamation for Excellent Communications and Gem of the Hills Award for Outstanding Community Service.



AWARDS, HONORS and ACCOMPLISHMENTS RELATED TO CLERMONT

During the time Doris Bloodsworth served as Communications Director, Clermont earned the following honors:

- Top 20 US Cities for Quality of Life and Economic Development
- Top 20 US Cities for Retirees
- Best Central Florida City to Live In
- *Florida League of Cities' Spirit Award
- Florida Bicycle Friendly City of the Year
- Official Gateway City to the Coast-to-Coast Connector
- Official Runner-Friendly City
- Florida Outstanding Redevelopment Achievement Award
- Lake-Sumter's MPO Horizon Award
- Created the Clermont Citizens Academy
- Oversaw the launch of the Choice of Champions[®] brand, Clermont Arts and Recreation Center, Clermont Performing Arts Center (including logo creation), Champions Splash Park, Clermont Boathouse, Lake Hiawatha Preserve and Victory Pointe.
- Authored two published books on the history of Clermont.

The League's Spirit Award is among the three highest honors awarded a Florida City.



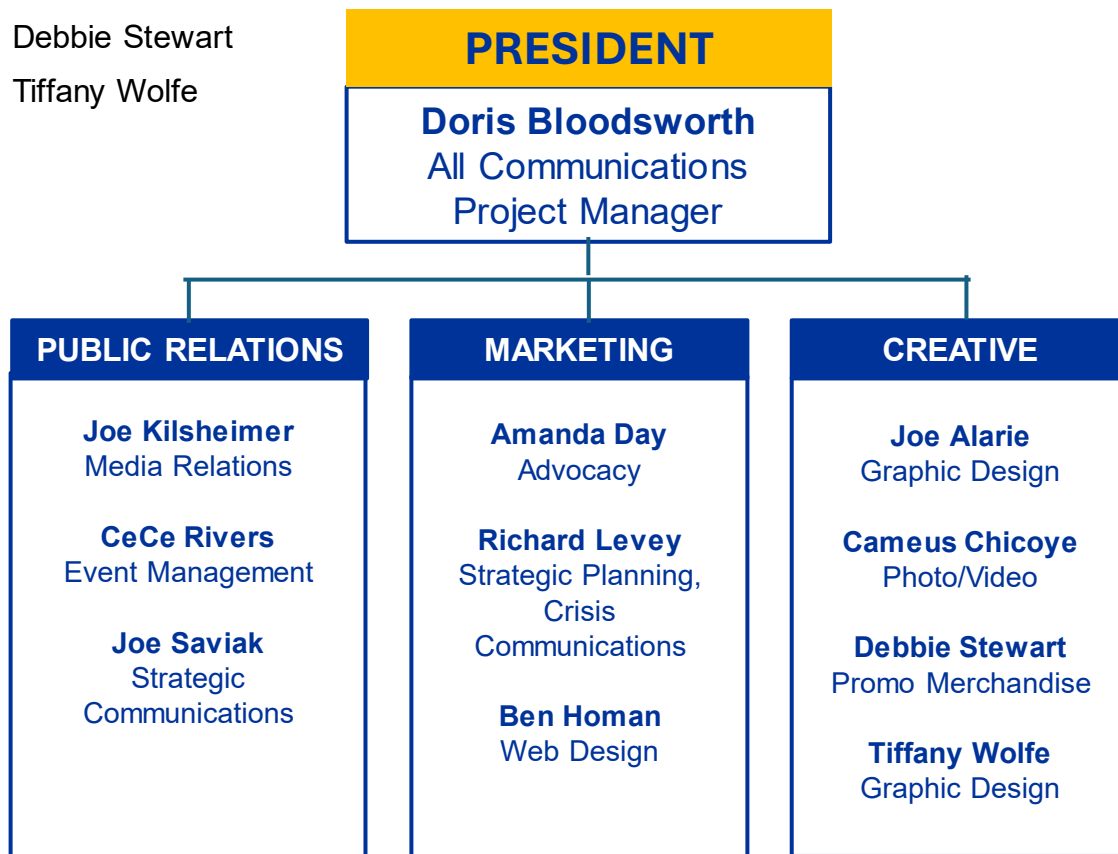
Opening night at the Clermont Performing Arts Center and Victory Pointe grand opening.

TEAM MEMBERS

Crosswords Communications Co. is made up of a team of leading experts who serve as partners and have agreed to work on this scope of work under the leadership of Crosswords President Doris Bloodsworth.

PERSONNEL AVAILABLE TO PROVIDE SERVICE

- Doris Bloodsworth
- Joe Alarie
- Cameus Chicoye
- Amanda Day
- Ben Homan
- Joe Kilsheimer
- Richard Levey
- CeCe Rivers
- Joe Saviak
- Debbie Stewart
- Tiffany Wolfe



OUR ALL-STAR TEAM

Crosswords Communications Co. is made up of a team of leading experts ready to provide services for this scope of work under the leadership of Crosswords President Doris Bloodsworth.

PERSONNEL, QUALIFICATIONS and EXPERIENCE



Doris Bloodsworth, Accredited in Public Relations (APR)
President -- Clermont

Engaged, passionate and laser-focused are just a few of the ways her colleagues describe Doris. Her reputation as a communications expert is underscored by the awards she has earned for herself and her clients. She will serve as the project manager and main provider.

Doris is nationally certified in public relations and has more than two decades' experience in strategic communications, including marketing, journalism, web content, social media marketing and government relations. She is the published author of four books, including two on the history of Clermont.

During her journalism career, she was nominated for the Pulitzer Prize and was honored with other journalism awards. She reported for "Bloomberg News," "Orlando Sentinel," and "The Wall Street Journal," among other publications. She edited a national magazine, "Growing Bolder."

After a career shift to public relations and marketing, she worked with TW2 and Tucker Hall, two of Central Florida's largest private public relations firms. Since starting Crosswords Communications Co. in 2006, she has served a broad range of clients, including municipalities, theme parks, a chamber of commerce, defense industry, law firms, developers and nonprofits.

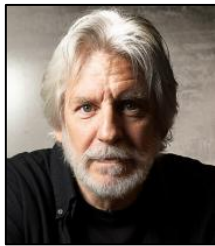
Highlights include the rebrand of Clermont's Choice of Champions®, Groveland's City with Natural Charm rebrand, the launch of LEGOLAND Florida®, launch of Fogo de Chao restaurant on International Drive, crisis communications in the closure of WMFE's Public Broadcast Station and a Habitat for Humanity Building Blitz that garnered two documentaries and more than a million impressions.

Prior business experience included higher education as well as the sports and airline industries.

Education: University of Florida, bachelor of science in journalism with a minor in English. Graduated with highest honors.

Additional Communications Training: Accreditation for Public Relations, Quest for Excellence (leadership), Poynter Institute (media) and Social Fresh (social media).

PERSONNEL, QUALIFICATIONS and EXPERIENCE (continued)



Joe Alarie, *Winter Garden*

Project role: Creative and Graphic Design

Joe Alarie and his award-winning creative team help brands gain awareness and generate revenue. Clients include Walt Disney World and the City of Winter Garden. Joe and Doris collaborated on the City of Groveland's rebrand.

Education: Art Institute of Pittsburgh



Cameus Chicoye, *Clermont and Fort Lauderdale*

Project role: Photo and Video

Cameus Chicoye is the talented head of LC StudioS, a video and photography production company. Cameus has produced video and images for high-profile clients, including presidents and the international, star-studded Mercedes Benz Fashion Week. His downtown Clermont promo earned an award.

Education: West Palm Beach Film School



Amanda Day, *Winter Park*

Project role: Advocacy and Strategy

Amanda Day describes herself as "one part right brain, two parts MBA." Her services include issue advocacy and crisis communications. Day's clients include the Central Florida Expressway Authority, Lynx and Bike/Walk Central Florida. Her experience includes working with The Florida Mall and the YMCA of Central Florida. She has close ties to Clermont through family visits.

Education: Colorado State University, Thunderbird School of Global Management, Institute for Crisis Management



Ben Homan, *Clermont*

Web Design and Social Media Marketing

Ben Homan is a savvy online marketing guru and master of web design. He offers search engine optimization, branding and AI expertise. His client roster includes Lennar, Orlando Sanford International Airport and the innovative Drive for Men's Health.

Education: Liberty University

PERSONNEL, QUALIFICATIONS and EXPERIENCE (continued)**Joe Kilsheimer, Apopka****Project role:** Media Relations

Joe Kilsheimer, a former “Orlando Sentinel” reporter and mayor of Apopka, has broad experience in government relations, research, media relations, public relations, marketing and strategic planning. He worked at prestigious public relations firms in Orlando prior to starting his own company.

Education: University of Central Florida and Leadership Orlando**Richard Levey, Ph.D. and AICP, Orlando****Project role:** Strategic planning and Crisis Communications

Dr. Richard Levey is well-respected across Florida for his rich experience in strategic planning, branding and marketing. He played a major role in Clermont’s master plan. In addition to his leadership positions at the City of Orlando, he has been a significant force in major projects, such as Tavistock and Lake Nona. Levey also teaches at the University of Central Florida.

Education: Wittenberg University, Arizona State University, University of Central Florida and Harvard University’s Kennedy School of Government. Accredited by the American Institute of Certified Planners.**CeCe Rivers, Ed.D., Orlando****Project role:** Event Consultant

Dr. CeCe Rivers, a South Lake native, is a phenomenal event planner, highly respected educator and etiquette expert. Her projects include the Academy of Country Music Awards and a charity gala in Washington, D.C. Dr. Rivers served as Assistant Vice President at the University of Central Florida for 20 years, including leadership at the Clermont campus.

Education: University of Central Florida and David Tutera Mentorship.**Joseph Saviak, Ph.D. and J.D., St. Augustine****Project role:** Strategic Communications

Dr. Joe Saviak has broad experience in government and academia. His leadership classes are in high demand across the state among public administrators. He is a published author and a leading expert on change and public-private partnerships, among other areas. He taught public administration at Flagler College and led a public-engagement seminar for the Florida League of Mayors.

Education: University of Florida, University of Central Florida, Florida State University

PERSONNEL, QUALIFICATIONS and EXPERIENCE (continued)



Debbie Stewart, Clermont
Project role: Brand Promotion

Debbie Stewart is a creative powerhouse and entrepreneur who understands that most engagement is based on word of mouth. She helps clients with promotional merchandise that is thoughtfully selected to connect with the right target market. She helped Clermont Police turn National Night Out into one of the city's biggest and most popular events and is their go-to source for recruiting and community relations promotions.

Education: Alonquin College, GP Learning Institute, Lake Tech College, Total Training Online, Certified Event Manager and Advertising Specialty Institute

A SAMPLE OF OUR CLIENTS



BRAGGING RIGHTS

We wanted you to know more about the quality of our work and our connections to Clermont. Besides the examples below, Richard Levey played a lead role in Clermont's Master Plan and produced the Wellness Way Implementation Plan for Lake County and Clermont.



Doris Bloodsworth

Served on the branding selection committee and led the marketing of the brand..

Tiffany Wolfe

Created the graphic designs for numerous city and chamber initiatives. She created the performing arts center logo and subsequent web and print marketing collateral.



Cameus Chicoye

Produced a sizzle reel, "Visit Downtown Clermont" for the city. The video won Florida Public Relations Association's Judges Award and Award of Distinction.

Debbie Stewart

Debbie helped Clermont Police take National Night Out from a front porch event to one of the city's biggest and most popular events. She also provides most of the brand merchandise used for recruitment and community relations.



PEOPLE ARE TALKING

What some of our clients have to say...

DORIS BLOODSWORTH

"Business professionals seek Doris out to be part of their team, as she always exceeds expectations!"

JOE ALARIE

"Brilliant! (You) nailed it. We're on Cloud 9."

CAMEUS CHICOYE

"Florida's go-to government videographer. Highly motivated; talented."

JOE KILSHEIMER

"Joe is an accomplished public servant with an impressive track record in government affairs, consulting, and journalism."

CECE RIVERS

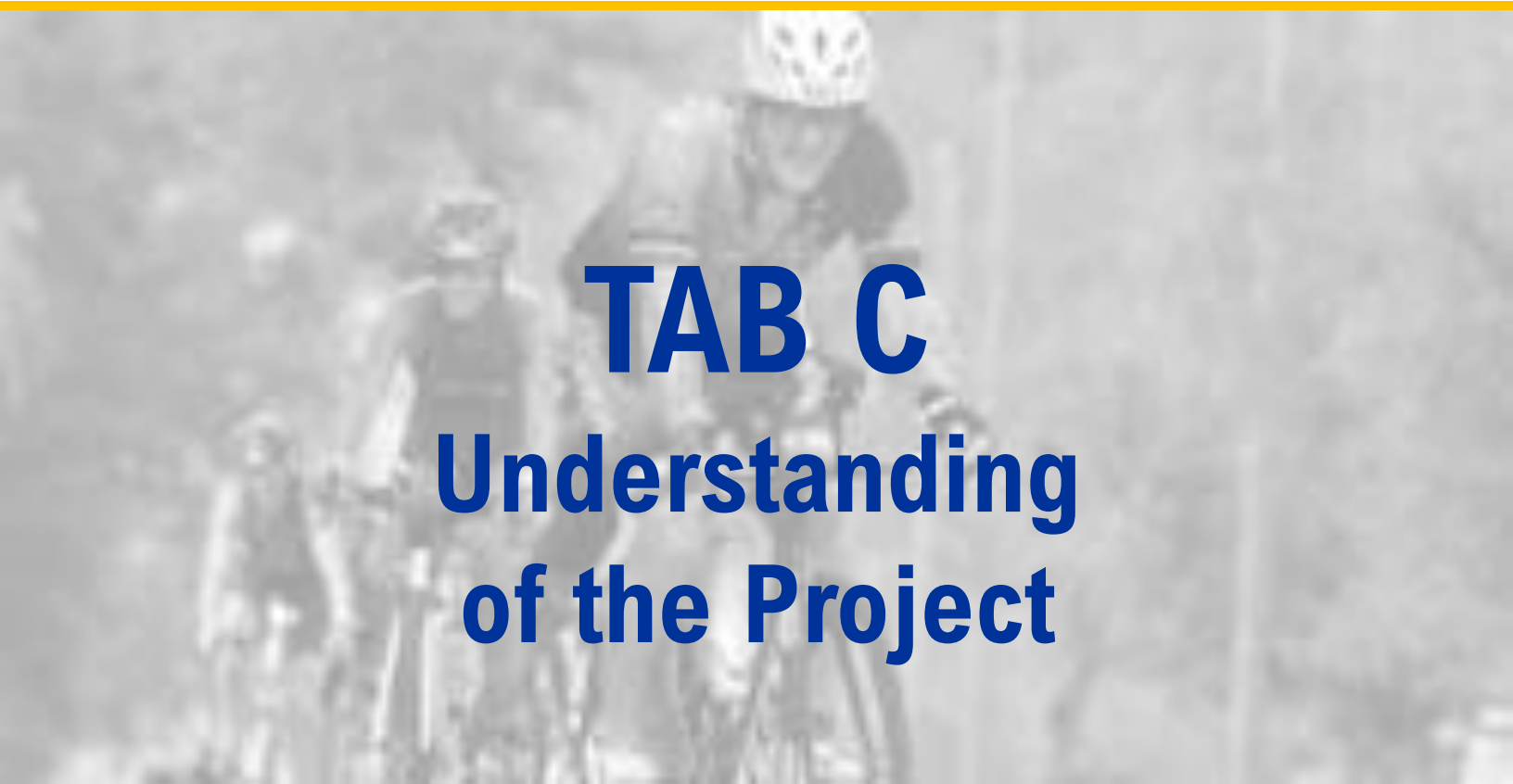
"She makes dreams come true and is a dream to work with!"

DR. JOE SAVIAK

"Dr. Saviak is an idea generator, innovator and is a wealth of knowledge about best practices."



Doris Bloodsworth at the launch of "Clermont: From Gem of the Hills to Choice of Champions," a book she co-wrote and edited.



TAB C

Understanding of the Project



UNDERSTANDING THE PROJECT

The City of Clermont has laid out a clear, concise statement about their expectations for communications through the Objectives and Scope of Work outlined in the Request for Proposal.

The outline provides a roadmap for a sound, comprehensive communications plan that will hold the recipient of this RFP accountable, always important when using taxpayer dollars.

Here is our understanding of what the city believes it needs for communication and branding.

Understanding the City's Background Related to Its Branding

Clermont, Florida is a city that was founded with the vision of creating a “model town.” The founders knew that they had discovered an idyllic location with an enviable climate, pristine lakes and scenic vistas everywhere the eye can see.

In 2013, city leaders took a bold step to rebrand the city, saying farewell to the outdated citrus logo and tagline. The process that followed involved a sophisticated approach with a highly respected marketing firm. In partnership with city leaders, they fully engaged the community and sought an identity that reflected the unique assets of Clermont. The journey resulted in the Choice of Champions® trademarked brand.

The proof of this successful, historic initiative can be seen in many tangible ways, from small signs, such as the barber shop across from City Hall changing its name to Champion, to massive investments, like the Olympus project.

As for communications, the City created a new communications director position and a string of awards and honors followed. Some examples: Top 20 US Cities for Quality of Life and Economic Development, Best Central Florida City to Live In and Top US Cities for Retirees, to name a few. The communications director worked with community partners, including the Chamber and South Lake Hospital, to take advantage of opportunities to tout the Champion image, such as a communitywide rally for Olympic athletes heading to the Summer Games.

Over time, the communications position was downgraded to PIO. Branding seems to have fallen by the wayside. Downtown Clermont now has two brands that have nothing to do with the Choice of Champions. Even the City's own Community Garden has no sign of the city's brand.

BACKGROUND (continued)

While the City continues to move forward, city leaders seem to understand how easily its brand can be diminished with the objectives and scope outlined in the RFP. The RFP also demonstrates that city leaders are ready to take an intentional approach to fuel the kind of communication and branding efforts needed for the future. This comes at a critical time when Clermont is not only competing with other cities in the greater Orlando area and beyond but with its neighbors.

Minneola is now home to a new hospital by AdventHealth and a popular brewing company broke ground on moving its 42,000 square-foot headquarters to Minneola. Groveland is grabbing headlines for the large investments being made in its industrial park, and the city drove efforts to have a new charter school that just opened its doors.

That's why Clermont must find a new gear to surge ahead, just like the Olympic runners who train here when they are going for the gold.

UNDERSTANDING THE CITY'S COMMUNICATION AND BRANDING NEEDS

Clermont is seeking an experienced communications expert who can engage with the community and build trust between those who live and work here and City Hall. The RFP shows that Clermont leaders realize that in today's climate, it takes a **strategic** plan that will appreciate the city's diverse population who get their information in a variety of ways, from traditional media and advertising to evolving digital platforms.

The outline makes it clear that a communications plan must take into account the inevitable need for crisis communications where there is no time for on-the-job training. The company chosen for this assignment must already have a sense of Clermont's culture and have positive relationships with the Central Florida media.

A winning communications firm will need to use proven strategies and tactics that cover micro communications, such as neighborhood newsletters and Nextdoor, as well as engage hometown media, such as the "Clermont Sun," South Lake TV and "South Lake Tablet." The "Orlando Sentinel," "Orlando Business Journal" and the Orlando broadcast market still matter, especially for Google placement. There are certainly opportunities to get national publicity -- at the right time with the right news hook.



"In today's climate, it takes a strategic communications plan that will appreciate the city's diverse population who get their information in a variety of ways."

COMMUNICATION AND BRANDING NEEDS (continued)

The right communications firm understands that the Orlando legacy media, “Orlando Sentinel” and the major TV stations, have skeleton staffs. As we all know, they will come running when there is bad news. It would be our responsibility to make sure there are good news stories that get covered, as well. Clermont is also in a position to attract niche media that cover some of the sports and recreation stories, for instance.

As for branding, this should include corrective and proactive plans. Branding and marketing are like a car that needs constant refueling. A city should never wait until the branding tank is empty. This requires constant attention, not only in the use of social media audits and listening posts but also by keeping a vigilant eye out to ensure the branding standards are being maintained by city personnel and by others.

Branding is something that should infuse the entire city – from cradle to grave. It should encompass the idea of champion beyond athletics. Branding is a noun and a verb, and the communications should reflect both.

The City is seeking a firm that can produce creative, impactful marketing collateral, which is an important element in promoting city events, recreational activities and the exciting programs at the Clermont Performing Arts Center. Promotional collateral is also important for some departments in recruiting talent, such as human resources, the police department and fire department.

Above all, the communications firm must always keep in mind that a city is not concrete and buildings. It is people who have chosen your community to call home. Working with the city manager, directors and council members to organize and promote experiential events is essential. This is often how the community interacts with and forms an impression of its local government. They will walk away either feeling proud to call themselves a champion, or the brand will have no impact at all.



As part of the “people first” communications, it is critical to engage local influencers with large followings, not only to keep the community informed but often to get in front of or blunt negative publicity.

CLERMONT'S DEMOGRAPHICS DEMAND A DYNAMIC COMMUNICATIONS PLAN

A sample of some of the important audiences to consider:



Elite athletes



55+ residents



Faith community



Business owners



Schools



Civic organizations



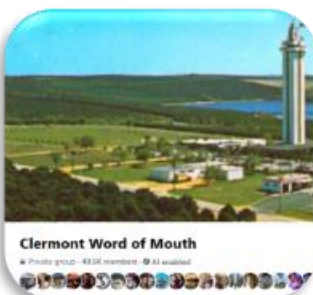
Families



Tourists



Newcomers



Social influencers



Young professionals



Arts community



TAB D

Proposed Approach and Methodology



PROPOSED APPROACH AND METHODOLOGY

Crosswords Communications uses a structured, proven approach to developing a strategic communications plan. The formula is referred to by public relations experts as RPIE, which stands for **Research, Planning, Implementation and Evaluation**.



Step 1 - RESEARCH

The strategies and tactics used depend upon the client and the project. The following is intended to give a general idea of our process and is subject to change based on more information and input from the City.

- Start with the point person. In this case, it's presumably the city manager.
- Meet to determine the following (below is a sample)
 - What do they want to achieve?
 - Who are the internal and external stakeholders they think are important?
 - What are the most urgent communication and branding pains?
 - Do a SWOT analysis. (Strengths, Weaknesses, Opportunities, Threats)
 - Ask what they think is right and they would like to keep about the city's communications.
 - Ask what they would change.
 - Is there a budget?
- Prioritize and meet with major internal stakeholders.
- Prioritize and meet with major external stakeholders.
 - This can involve a variety of tactics, including focus groups, polling, one-on-one conversations, questionnaires, etc.
- Request pertinent data.
- Conduct a media and social media audit.
- Get a 360-degree review of the city's communications from our team of experts.
- Aggregate the information and share it with the city manager.
- Incorporate the feedback to create a communications and branding plan.

Step 2 -- Planning

The next step is planning. Armed with the research, we can form a strategic plan that provides an intentional program for the following:

- Internal communications
 - How to notify senior management of any relevant, breaking news.
 - How to notify all personnel when appropriate.
 - Ascertain if there is an emergency communications plan.
- External communications
 - Develop a plan for reaching the major, diverse communities using the Paid, Earned, Social, Owned (PESO) model.
 - Develop a specific plan that addresses each of the City's stated objectives.
- Double check to see if the city has feedback that changes the plan, including the city manager's, council's and communications assistant's feedback.



THE PESO MODEL

The combination of diminishing influence of the legacy media, the rising impact of digital media and the monetization of all media have led to a new model for reaching target audiences. That model is known as PESO, which stands for **Paid, Earned, Social and Owned**.

Paid – The only effective, practical way to reach certain audiences is by paying for it. For instance, this is likely the best route to reach residents in gated communities (their newsletters) and parents of school children (the Peachjar program). Many magazines charge to be on the cover or have a feature article. Signature events often require sponsorships.

Earned – This refers to getting stories placed in traditional media by pitching it to reporters and having them research and write it up.

Social – Social media means more than just posting on Facebook or Instagram. It is a sophisticated approach that appreciates posts have to be boosted to reach any significant number. It means preparing good content with the right images and video. It's knowing the value of going live and connecting with targeted influencers. And much more.

Owned – This is the best way to guarantee what you want to say without fear of it being edited or distorted. You can also control who receives it and when. Examples: city newsletter, event calendars, etc.

Step 3 -- Implementation

Implementation is what some clients think will happen the day you start. If there is an urgent media need, due to timeliness or crisis communication, then immediate action is taken. However, the full-scale communications plan takes time to develop. And it will take money and resources to implement.

Many people think social media marketing is free. It is not. The city's Facebook postings have relatively few people responding. This is either from poor content, not paying to boost the posts or both. Facebook suppresses who can see the post in order to earn revenue. Some neighborhoods can only be reached through paid placement in their newsletters or similar media. These are only two examples.

OTHER FACTORS

We live in a complex world in which there is a glut of information with exponentially more on the way due to evolving technology. This means a communications plan and the people who implement it must be flexible and alert to changes.

Some factors and trends that can impact communications in Clermont:

- **Cultural differences** – Age and language are just two examples. Religious affiliation and political affinity are others that are powerful influences.
- **New residents** – The white-hot construction of apartments and condos deserves consideration for who is renting and where they get their news.
- **Decline in public school attendance.** Lake County and surrounding areas are losing teachers, despite the growth, because more parents are choosing to homeschool or send their children to private schools. So, using the school system's Peachjar program misses these families.
- **Downtown residents** – When GAI created the city's master plan, they warned that the downtown would not reach its potential until there were more residents living within walking distance 24/7. That will be a reality in the near future with the development of the multi-use former Lumberyard property. It's important to connect with those and other new residents and businesses in downtown.
- **South Clermont** – Clermont is no secret, and the explosion of homes at the city's southern border is proof. Wellness Way and the Olympus project require the City to step up its game and coordinate communications strategies with the County, the developers and other major partners.
- **Eastside businesses** – Have you checked out the Costco parking lot? Between that popular store, the car lots and new retail and restaurants, there are many people passing through Clermont. Another opportunity.
- **Coast-to-Coast Connector** – Although the completion has dragged on, the trail still offers amazing possibilities, especially since Clermont claimed the rights to being the official middle and was designated one of only three gateway cities.

OTHER FACTORS (continued)

- **Special tourists** – Tourists and local visitors are important to Clermont's economy, by bringing new revenue to our business owners and by the sales taxes they pay. In addition to the typical Florida tourist, Clermont attracts elite athletes from around the world who want to train here, women's college softball players and their families in the spring and medical tourists who want to take advantage of some of the sports doctors and the men's health programs at South Lake Hospital. With Project Olympus in the works, Clermont will be even more in the spotlight. We must be ready for worldwide attention.

PROJECT MANAGEMENT STRUCTURE

Subject to change after conversation with the city manager.

DORIS BLOODSWORTH, doing business as Crosswords Communications, will be the point person and manager. She will provide the bulk of the communications planning and implementation in coordination with the city manager and the communications assistant. This could be adjusted if/when a new PIO or communications director comes on board.

Where special assistance is needed, she has a team of specialists that provide exceptional service in their areas of expertise that include writing, editing, strategic communication planning, digital content, graphic design, event management, social media and audio-visual production.

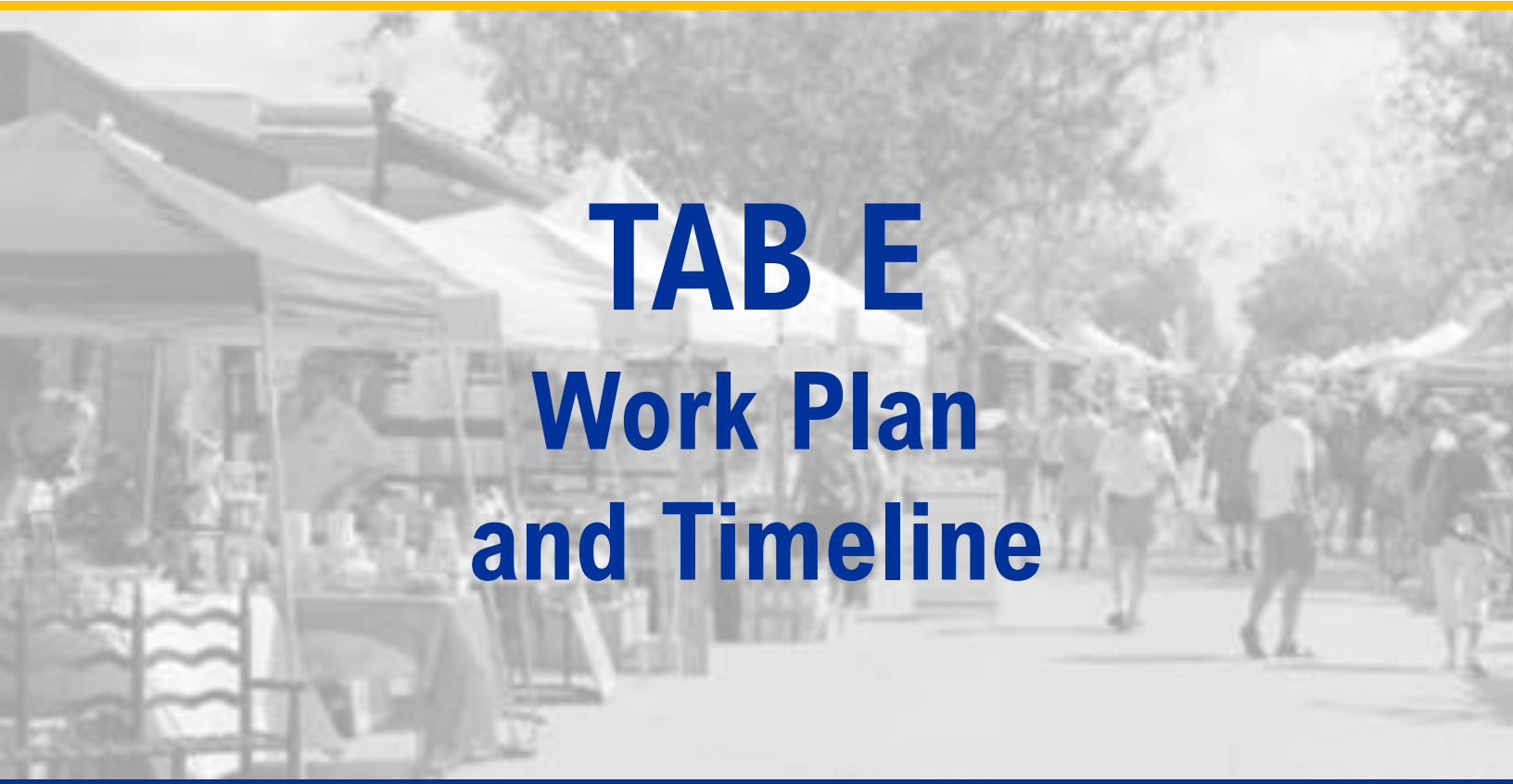
A full list of personnel and an organizational chart is featured on page 7.

Step 4 -- Evaluation

The communications plan should include measurable metrics that are reviewed on a regular basis using industry standards.



Breaking news: The Sentinel just restarted delivery to Lake County.



TAB E

Work Plan and Timeline



WORK PLAN AND TIMELINE

PROJECT PHASES AND MILESTONES

The project phases were generally outlined in the section addressing methodology.

Just to recap briefly:

- Phase 1 – Introductions, assessment and research.
- Phase 2 – Planning stage.
- Phase 3 – Implementing the plan.
- Phase 4 – Evaluate the results at regular intervals using industry standards.

TIMELINE

It's impossible to commit to an exact timeline until I have more information and have an in-depth conversation with the city manager. Here is a general idea of what is likely:

First 3-4 Weeks:

- Meet with the city manager, communications assistant, directors, city council members and major community stakeholders. Include familiarization tour.
- Schedule focus groups, interviews and other assessment tools.
- Conduct media and social media audits. Gauge influencer perceptions.

4-6 Weeks:

- Assess results of data. Aggregate and prepare draft plan.
- Present plan to the city manager and agree on goals.
- Work with event manager to create a strategic promotion plan with an emphasis on fall and holiday events.
- Educate and involve staff on marketing and branding.

2-4 Months:

- Work with city manager on a permanent plan for full-time communications.
- Create short-term and long-term communications strategies and tactics, including plans for the Meet us in the Middle pavilion and 2028 Olympics.
- Create content and implement community engagement.
- Review options for end-of-year stories.
- Start planning for State of the City in January 2026.
- Review potential editorial calendars for 2026.
- Evaluate progress at monthly and 90-day milestones.

Within first 6 Months

- Evaluate progress and set goals for remainder of 2026.
- Create strategies and tactics to accomplish those goals.
- Seek opportunities to showcase each council member and department accomplishments that are meaningful to citizens.

PROJECT PHASES AND MILESTONES

TIMELINE

Within first 6 Months (continued)

- Meet with and firm up communication and branding possibilities with city partners, such as the Chamber and South Lake Hospital/NTC.
- Plan for two Citizens Academies a year.
- Reach out to the state's Office of Greenways and Trails to stay abreast of the Coast-to-Coast Trail progress for planning a major event when it is completed.

6-12 Months

- If there is a permanent PIO or communications director in place, this would be a time to shift into a more consultancy role. (This would mean a lower fee.) We would meet with the PIO or communications director and the city manager to assess progress, establish goals for the next six months and set metrics to measure outcomes.
- If the city relies solely on the consulting firm, then we would conduct formal assessments to see how well the messaging and branding were resonating throughout the community (neighborhoods, businesses and online).

PROPOSED START DATE AND AVAILABILITY

At this time, I anticipate being available beginning September 8, 2025. One of the first conversations would be to agree on how much in-office time is optimum and to share prioritized meetings such as one-on-one meetings with the city manager and regular directors' meetings. As a Clermont-based business and residence, I can be available for emergency situations as well as a defined schedule that is mutually agreeable with the City.





TAB F

Budget and Cost Proposal



BUDGET AND COST PROPOSAL

The following proposed budget is a conservative estimate based on best practices and budgets of competing cities. A more precise budget could be significantly different based on the City's input. See the next page for more details and recommendations.

About Service Areas –

The RFP requested the information by service area; but since there is a lot of crossover, I listed the budget by typical city budget categories.

Social Media: Would fall under marketing, event promotion and advertising. Example: boosting Facebook posts, an SMS texting program.

Brand Management: Would fall under marketing, event promotion, printing, promo merchandise and advertising. Example: Citizens Academy expenses.

Public Relations: Would fall under event promotion, advertising and promotional merchandise. Example: Full-page ads in the "Clermont Sun."

This proposal assumes that the City will have a full-time PIO or Communications Director at some point. This and other unforeseen events could impact the budget.

PROPOSED BUDGET ITEM

ANNUAL TOTAL

Contractor's fee	\$7,000 – 1 st month	
(Doris Bloodsworth)	*\$5,000 – 2 nd -12 th	\$62,000
<i>*If a full-time director is hired, the consultancy fee may lower</i>		
TOTAL CONSULTING FEE		\$62,000
Marketing		\$36,000
Event Promotion		\$ 5,000
Printing and Binding		\$ 500
Promotional Merchandise		\$ 4,000
Advertising		\$ 6,000
Office Supplies		\$ 250
Subscriptions -- media-related		\$ 1,200
Subscriptions – software		\$ 750
*Additional Contract Services		<u>\$ 7,000</u>
• <i>This is subject to what the assessment determines may be required.</i>		
TOTAL OPERATING EXPENSES		\$60,700

PAYMENT TERMS AND SCHEDULE

City would be invoiced monthly for the contractor's fee with payment due upon receipt. Expenses would be invoiced separately with receipts included and with city manager's advance approval over a specified amount to be determined.

BUDGET AND COST PROPOSAL (continued)

BUDGET CONSIDERATIONS

Marketing cities is a relatively new concept. It's important to understand why it is worthy of spending taxpayer dollars.

To quote one media source:

“City governments need to get their message out there to stay relevant and competitive. Good marketing helps cities showcase their best features, communicate important information and position themselves as great places to live, work, and visit. A city's image shapes how residents, businesses, and visitors perceive it.”

A general rule of thumb for a marketing budget is 2%-5% of the city's revenue, but that can vary widely depending on a variety of factors. In contrast, businesses generally allocate between 5%-15% of their gross revenue toward marketing.

SOME RECENT TRENDS WORTH NOTING

The following are some trends that may impact Clermont's marketing budget decisions:

- Simple graphic design needs are being met by many nonprofits today by using programs like Canva.
- AI will play an increasing role in research and content creation.
- Hyper-personalization and segmentation have changed marketing. People demand personalized information, and residents are more fragmented. A one-size-fits-all approach is out. A Starbucks custom delivery of news is in.
- SMS messaging needs to be incorporated as a means to reach residents, especially for emergency and time-sensitive situations, such as boil-water alerts and hurricane updates. This software should be a priority despite budget constraints if it is not already part of the city's communications arsenal.





TAB G

Relevant Experience and Case Studies



RELEVANT EXPERIENCE AND CASE STUDIES

RELEVANT EXPERIENCE

As noted previously, Doris Bloodsworth served as the city's first communications director. She was initially hired for the PIO position. However, the city manager soon appreciated her marketing experience and the need for elevated services in the city's rebranding. He promoted her to a new position of Communications Director. Her major accomplishments are listed on pages 6, 7, 9 and 13. She served in that position from January 2013 to December 2016, when she left to attend to special family needs. She drove social media numbers from around 5,000 to estimated 21,000 followers.

Doris was invited back to serve as the Interim Communications Director as a consultant in 2018. During that time, she planned the successful grand opening of the city's Victory Pointe and submitted the city's winning entry for the Florida League of Cities' Spirit Award, one of the highest honors for any Florida city. ([See the statewide article on the next page.](#))

Doris also served as the communications director for the South Lake Chamber of Commerce, where she handled all public relations and marketing initiatives, including newsletters and event promotions. She created a new "Just One" program that boosted new memberships and retentions. <https://www.youtube.com/watch?v=DxxnBkqbqjc>. She won the state chamber's Communications of the Year Award.

In 2019, Doris served as Groveland's branding and communications director, as an independent contractor. She led that city's rebranding for City of Natural Charm, promoted record numbers in event attendance, created a new city park and managed major crisis communications successfully ([See article from national magazine on pages 35-36](#)). The City Council presented her with a Proclamation on her Excellence in Communication Services. In 2023, Doris was asked to come back as a consultant to serve as the Interim Communications Director. She conducted a major audit, wrote a comprehensive Communications Plan, trained personnel in communications and got a front-page story for the city's Dark Sky initiative that earned a statewide award. She handled a major crisis communication when a speeding car crashed into a neighborhood nearly killing a child. She worked with the city manager and directors to address the citizens' concerns, which led to a townhall meeting, installation of traffic safety devices and more police monitoring.



This article ran as a reward for being honored with the League's Spirit Award.

QC CITY SPOTLIGHT



Downtown Clermont

PHOTO COURTESY OF THE CITY OF CLERMONT

DOWNTOWN WATERFRONT

Victory Pointe

Clermont's crown jewel

by Doris Bloodsworth
City of Clermont



This summer, the **City of Clermont** will unveil a stunningly beautiful project known as **Victory Pointe**. Located on the west side of downtown Clermont, the regional stormwater project, considered the linchpin of the city's master plan, will feature a passive park overlooking popular Lake Minneola.

The park will include a unique tiered wetland filter marsh with cascading waterfalls, boardwalks, trails and an observation tower. A beach and staging area, in addition to a pavilion, are designed to draw a variety of activities, from the city's internationally known triathlons to concerts and other cultural events. "It has already provided a major boost to our downtown-waterfront area," said **City Manager Darren Gray**, "It's definitely a game-changer."

Developers are eyeing the property in close proximity to Victory Pointe, which was named as a nod to the city's Choice of Champions brand.



Digital illustration of Victory Pointe

ILLUSTRATION COURTESY OF THE CITY OF CLERMONT

The stormwater treatment will allow current and future property owners in the downtown-waterfront area to use all of their property for structures, landscaping and parking lots, which virtually eliminates the need for retention areas, Gray said.

County and state leaders are interested in the project because of its positive environmental impact as well as potential as an economic driver and a draw for tourism. Victory Pointe is situated at the center of the Coast-to-Coast Trail, and the City of Clermont has big plans to leverage the opportunities that the location provides.

Victory Pointe has drawn the attention of Fondo Cycling Circuit USA, a new Gran Fondo-style cycling event offering 30-, 50- and 75-mile ride options. FCCUSA just named Clermont one of only six cities in the United States where Fondo Cycling Circuit USA is set to launch this year.

Clermont will host the Fondo event on September 30, 2018, as the first official event held at Victory Pointe.

Events are only one part of a larger vision that is focused on creating a destination downtown that will draw more permanent residents and visitors to the burgeoning shopping, dining and entertainment area that is bringing a new vibe to the historic downtown.

Victory Pointe's roots trace back to a series of visioning sessions that Gray held in 2013 following his arrival after serving as the Lake County manager. He came amid high expectations from a community that was struggling to find its identity and economic mojo in the wake of the crippling freezes of the 1980s.

"As I went around the community, I realized it didn't matter what I wanted the city to be," Gray said. "What really mattered was what the residents and business owners wanted for their city's future."

More than a thousand people from all ages, backgrounds and interests flooded the packed visioning sessions. Several themes became apparent, and one of them was a strong desire to have a vibrant downtown. Merchants complained that even with festivals and events almost every weekend at nearby Waterfront Park, there seemed to be an invisible wall that kept the thousands of visitors from entering the downtown core.

Consultants studied the city's enviable two-mile waterfront park that runs parallel to the charming downtown. Planners saw incredible potential, but they told city leaders some major changes had to be made:

- » The downtown district needed more full-time residents to develop enough foot traffic for restaurants and shops to survive. About 650 people now live in the downtown core.

- » Events needed to shift from the eastern border of the park to a more central location closer to 8th Street, a major connector that runs from busy State Road 50 through downtown to the heart of Waterfront Park.

Better signage and other aesthetics were important. However, the most important piece was infrastructure that could handle runoff, free up more property and protect Lake Minneola, one of the most pristine lakes in Central Florida. The result was Victory Pointe.

The master plan was originally a 10-year project, but an eager City Council gave the green light to a \$30-million budget and pushed to complete the projects within three years.

The master plan has won two major awards for its vision. Investors have lined up to develop property near Victory Pointe, and a craft brewery and other dining and entertainment entrepreneurs are set to open this year within yards of the project.

"When Victory Pointe opens, it will mark far more than a stormwater project or a park," Gray said. "It will be proof of what can happen when a community comes together with one vision."

Doris Bloodworth, APR, is communications director for the City of Clermont. 



Photo illustration of future Victory Pointe

ILLUSTRATION COURTESY OF THE CITY OF CLERMONT

This article appeared in a national public relations magazine.

#ReputationManagement

Community Pride

How a Florida City Overcame an Ugly Chapter in Its History

By Doris Bloodsworth, APR

In the summer of 2018, optimism ran high in the City of Groveland, Fla., a fast-growing community about 30 miles west of Orlando and its world-famous theme parks.

A visionary new city manager was bringing positive direction to the city, which had suffered from negative press from lawsuits and high turnover of key staff. City Manager Michael Hein and the council members agreed that a strategic approach to communications was needed, and he invited me to serve as a consultant.

It was a community I knew well. I had lived in Groveland as a teenager. My sister was a former mayor. She and I had started a museum there, and I had written a book about the city's history.

Now, as the city's communications consultant, I embraced the research, planning, implementation and evaluation model familiar to PR professionals to help tell Groveland's story. By fall, a robust plan evolved with focus groups, rebranding, improved media relations and targeted social media initiatives. The city opened a charming park complete with a gazebo where events could be held to build community spirit.

But an issue would soon overtake all of those thoughtful efforts. A racially charged case known as "the Groveland Four" was about to break wide open.

A tragic history

In 1949, four black men — Charles Greenlee, Walter Irvin, Samuel Shepherd and Ernest Thomas — were accused of raping a 17-year-old white girl from a tight-knit farming community named Bay Lake. The alleged rape took place near Okahumpka, according to the girl and her estranged husband. Greenlee, Irvin and Shepherd were arrested and beaten at the county jail until two confessed. Thomas fled and was shot to death in north Florida by a posse. A mob rioted and burned Shepherd's Bay Lake home to the ground.

Reporters flocked to Lake County and called in their stories from public phones in downtown Groveland, an early telephone center. Groveland became the dateline, and the men became known as "the Groveland Four," linking events that happened miles away to the small town. In the Jim Crow era, an all-white jury convicted the men.

In 1951, the U.S. Supreme Court ordered a retrial. Shepherd and Irvin were

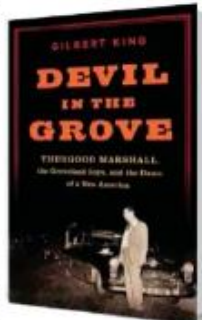


shot by Sheriff Willis McCall as he transported them to Lake County for a court hearing. He claimed the prisoners were trying to escape. Shepherd died. Irvin lived and said McCall shot him and his friend in cold blood. Defended by then-attorney Thurgood Marshall, Irvin received another death sentence but was paroled in 1968. Greenlee, who was 16 when he was arrested, was paroled in 1962.

As years passed, the story faded from the headlines, and Groveland became known for its citrus production. Black business leaders were elected to the city council, and the town elected its first black mayor. The city grew steadily but suffered a major setback when triple freezes in the 1980s wiped out the citrus industry that had fueled the Central Florida economy. By 2018, the city had rebounded and was in the midst of rebranding.

A book stirs new interest

The Groveland Four story gained attention once again with the 2013 publication of the Pulitzer Prize-winning book "Devil in the Grove: Thurgood Marshall, the Groveland Boys, and the Dawn of a New America."



Floridians, including many residents in Groveland, one of the fastest-growing communities in Florida.

In 2016, the Groveland City Council issued a proclamation urging the state to

posthumously pardon Greenlee, Irvin, Shepherd and Thomas. Though the incidents in the infamous case did not happen in the city, Groveland's mayor apologized to the family members for the injustice their loved ones had endured. A few weeks later, Lake County commissioners did the same.

The next year, state legislators voted unanimously to ask the state's clemency board to posthumously pardon the four men.

"As a state, we're truly sorry," said Rep. Chris Sprowls, a former prosecutor from the Tampa Bay area. But further action stalled.

A crisis response

When the 2018 legislative session ended without action by the clemency board, editorial boards took notice. After the November elections, the state's major dailies wrote scathing editorials calling for the men's pardons at the clemency board's January 2019 meeting. National media joined the conversation. Social media caught like wildfire.

Inaccuracies about the details of the 1949 event were rampant. The City of Groveland was being cast as a racist community

"Inaccuracies about the details of the 1949 event were rampant. The City of Groveland was being cast as a racist community through its association with the 'Groveland Four.'"

The story, with searing new details, was news to most.

through its association with the "Groveland Four." A communications plan was created to deal with these reputation hits.

On Jan. 11, 2019, the Florida Clemency Board agreed unanimously to pardon the four men. Lake County commissioners recently announced plans to build a monument at the former courthouse



where the men had been jailed, beaten and sentenced.

What follows are lessons learned from this event, in the hope that other cities, companies or individuals will be helped when their reputations come under attack.

1. **Triage the situation as early as possible.** Meet with key decision makers right away. Research the situation through media audits, social media listening platforms, historical research, interviews and other information-gathering tools to gain an accurate picture. Shift quickly into planning mode. Make sure to include diverse viewpoints.

2. **Identify the stakeholders.** Pinpoint and prioritize your internal and external audiences. When race is involved, careful attention should be paid to including leaders in race relations.

3. **Determine your objectives.** Be clear about your message and what you want to accomplish. Focus on facts over raw emotions. In the City of Groveland's case, our major goal was to seek accuracy and more precise language about the city's history without minimizing the atrocities endured by the four men at the hands of the sheriff and justice system.

4. **Have a multimedia plan.** Traditional and social media are both important in sharing your message. It's critical not only to pitch stories to the media but to be your own media center. If clients have com-

prehensive communication tools, they are in a better position to correct inaccuracies and blunt rumors. Building a large following on popular social media platforms and growing a broad-based list of subscribers for email blasts and e-newsletters should be an ongoing effort.

5. **Reach out.** Talk to professionals who have expertise in areas critical to the outcome your client desires. Since state officials at the highest level would be involved in upcoming news stories, we talked to government-relations pros who are familiar with the people, politics and processes in Tallahassee. The city manager had been building relationships with diverse community leaders as well as national organizations, like the Equal Justice Initiative. This was not a reaction to the recent attention but a sincere effort to build an inclusive community. A black pastor at a multicultural church wrote an open letter supporting city leaders.

6. **Understand the timing.** It's essential to speak to your internal stakeholders right away. Media deadlines need to be taken into account. That's not only true for responding to reporters' questions and interview requests but also for anticipating events and determining the best time to submit a guest editorial. Most publications have a limit on how many times you can

submit an opinion piece. So make sure to be strategic not only in what you say but when you say it.

7. **Evaluate and stay connected.** Clients need reassurance that action is being taken, and they need to be informed of any changes. Be specific about positive effects you can quantify, such as comments on social media or positive stories that receive coverage.

“Race will continue to be an ongoing conversation in Groveland, as it is in the rest of America.”

As for the City of Groveland, the rebranding that had started a year earlier was met with great enthusiasm. Groveland's citrus logo was replaced with a new design and tagline. Groveland is now known as the “City with Natural Charm,” a nod to the community's agriculture, hills and lakes.

Recently, the city made national headlines when the country's largest grocery retailer broke ground on an e-commerce warehouse with robotic technology in Groveland. The \$125 million investment

for the Kroger and Ocado High-Tech Customer Fulfillment Center will create more than 400 high-paying jobs. In other news, four new subdivisions were recently announced.

“We are very bullish on Groveland,” one developer said.

Race will continue to be an ongoing conversation in Groveland, as it is in the rest of America. The irony in Groveland's case is that the city was founded on

diversity. In the late 1800s, two brothers wishing to start a turpentine business were turned away from a small town that did not allow black residents. The brothers started a new settlement a few miles east, where white and black residents could live and work together. That new town became known as Groveland. ♦

Doris Bloodworth, APR, is president of Crosswords Communications Co. in Clermont, Fla.



City of Groveland

CASE STUDIES

Due to Non-Disclosure Agreements, there are many other successful cases that I cannot mention. Here are some samples of ones that I can.

CLIENT: CITY OF CLERMONT

CHALLENGE: SOCIAL MEDIA THREATS

A disgruntled city employee, who had gained a large, sympathetic following on social media, was pressuring the city for additional benefits by making pleas to the employee's Facebook followers. Uninformed people began posting negative messages on the city's Facebook page. Riled up by the employee, people were threatening to boycott the Clermont Performing Arts Center, which had just recently opened.

CRISIS COMMUNICATIONS STRATEGY

Doris first hid the negative messages (Sunshine Laws prevent deleting them), and she worked with the city manager, city attorney and the employee's supervisor to keep abreast of the internal negotiations, which were dragging on.

On Facebook, one way to deal with negative posts is to push them down by posting new content to re-direct public attention. So, I ran a contest soliciting images of sunsets in Clermont. The winning image would be used as the city's header on the Facebook page for a month. A news release about the contest went out to the local media.

The strategy and tactic had the desired effect. People flooded the city's Facebook posts with beautiful sunset images that also resulted in many people commenting on them. The "Clermont Sun" editor was intrigued and ran a two-page spread of the best sunset images. The negative posts stopped, and the city was able to settle with the employee.

CLIENT: CITY OF GROVELAND

CHALLENGE: REPUTATIONAL DAMAGE

Doris Bloodsworth was in the middle of helping the City of Groveland rebrand when a major crisis threatened the city's reputation. A book titled, "Devil in the Grove: Thurgood Marshall, the Groveland Boys and the Dawn of a New America," received renewed attention in 2018 when Ron DeSantis ran for governor the first time. The book was about four, young black men in 1949 who were accused of raping a teenage white woman. The young men were jailed, beaten and two were shot and killed. The book had shed a spotlight on racism and doubt about the young men's conviction by an all-white jury. The case had become an international story in 1949 but had been largely forgotten around Central Florida. Some family members, emboldened by the book, pressured the leading

CASE STUDIES (continued)

candidates and major media around the state to demand pardons posthumously for the four young men, always referred to as “the Groveland Four.” The city was unfairly being portrayed as a racist community. This is the kind of reputation that can cause irreparable damage to community pride and economic development.

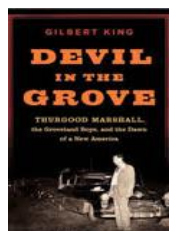
CRISIS COMMUNICATIONS STRATEGY

Doris worked closely with the city manager to develop a strategy to combat the onslaught of negative stories and editorials that were exploding. As a historian, Doris knew that the term “Groveland Four” was a misnomer. The strategy she developed involved several steps:

- Creating talking points for the city manager and city council that focused on historical accuracy and positive facts about the city’s current atmosphere.
- Working with the city’s lobbying firm to create a strategy and tactics to refute the inaccuracies being touted to state officials and candidates running for office.
- Blitzing the major media around the state with guest editorials and new releases that painted an accurate, positive picture of Groveland.
- Enlisting community voices and social media influencers’ help, including a prominent black minister who was a friend of the city and had partnered in several initiatives.

All the major daily newspapers ran our guest editorials. Stories stopped portraying Groveland as a racist community and laid the blame on an infamous Lake County Sheriff Willis McCall. Even the “New York Times” never mentioned the word Groveland in its reporting. The Groveland City Council chose to issue a formal statement expressing regret over the mistreatment and miscarriage of justice that the young men received. After he was elected, Governor Ron DeSantis pardoned the young men and did not mention Groveland. (The lobbyist had spoken to him and the cabinet members.)

We were able to turn our attention back to rebranding Groveland as the City With Natural Charm. The City soon after won a huge investment from Kroger, which chose the city for the company’s first robotic warehouse. Amazon also chose to build a distribution warehouse in the city. Lots of positive media followed.



CASE STUDIES (continued)

CLIENT: SOUTH LAKE CHAMBER

CHALLENGE: MEMBERSHIP

The South Lake Chamber of Commerce relies heavily on membership dues to pay for its expenses. Memberships were growing at a slow pace, and the Chamber had a poor rate of retaining members beyond the first year.

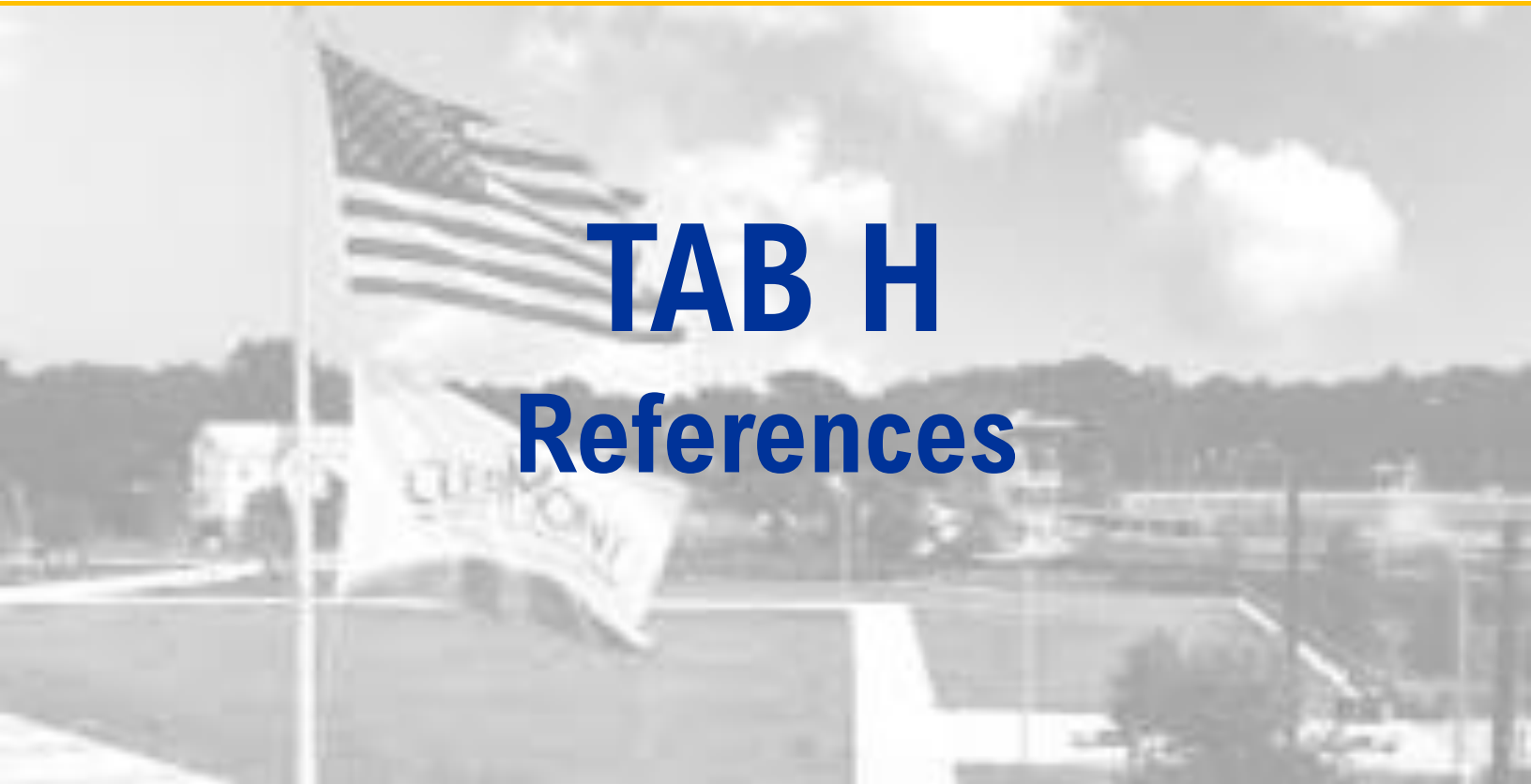
MARKETING STRATEGY

Doris researched why members joined and why some businesses did not join. She also researched why there was a low retention rate. Most members joined by hearing about the Chamber through word of mouth. Those who retained their memberships had usually formed friendships within the organization. As for the low retention rate, most said they did not see the value. They had expected to join and see automatic growth.

Doris worked with the chamber's executive director and membership director to come up with more perks for members that did not cost the chamber any money, such as more promotions on social media, in the chamber's marketing collateral and online directory.

She then created a recruitment program titled Just One. It encouraged members to invite other business owners to join the chamber. Everyone who got "just one" new member to join received a gold pin and an invitation to a Just One Club members-only event. One chamber member volunteered his services to create a video that went viral. Another member volunteered his services for a special event that included a cruise on the chain of lakes and a supper afterward.

The program was a big success with many members joining and higher numbers of retentions. It was so successful, it became an annual event.



TAB H

References



REFERENCES

The following individuals had first-hand experience with Doris Bloodsworth and Crosswords Communications.



City of Clermont

Darren Gray, Former City Manager

Currently Seminole County Manager

407-225-5355

dgray428@gmail.com

Served as communications director. Branding, marketing, public relations, crisis communications, oversaw all strategic internal and external communications.



City of Groveland

Michael Hein, City Manager

352-345-3035

Michael.hein@groveland-fl.gov

Served as communications manager. Branding, marketing, event planning, public relations, crisis communications, strategic planning.



Thompson Wesley Wolfe dba TW Squared

Robert Thompson, President and former

Clermont City Council Member

Currently Executive Vice President

The Walt Disney Co.

407-247-2437

robertlewisthompson@gmail.com

Served as a mentor, writer, researcher, media relations manager, marketing strategy consultant.



Mainstreet Community Bank and Project Scholars

Paul Rountree, President

Cell: 407-467-0685

PaulR@BankonMainstreet.com

Served as full-service communications and administrative assistant for Project Scholars.

REFERENCES (continued)

The following individuals also had first-hand experience with Doris Bloodsworth and Crosswords Communications.



City of Clermont

Charles “Chuck” Broadway, Police Chief

Currently Kissimmee Police Chief

407-847-0176 x 3269

Charles.broadway@kissimmee.gov

Served together on the city’s branding committee and worked together on communications related to the police department.



Langley Consulting Group

Angie Langley, CEO

407-947-7457

angie@langleycg.com

Served as web designer, consultant for strategic marketing, branding and media relations.

Additional references available upon request.



TAB I

Claims Disputes





CLAIMS DISPUTES

Crosswords Communications Co. has never been involved in any claims disputes nor has it been involved in litigation or arbitration.

Vendor Information and W-9





City of Clermont
Procurement Services Department
685 W. Montrose Street
Clermont, FL 34711

VENDOR INFORMATION

The following information along with a current W-9 form must be provided to the Procurement Services Department for all new vendors and when current vendors remit information changes.

Name of Individual or Business: Crosswords Communications Co.

Contact Person and Title: Doris Bloodsworth, APR - President

Vendor Street Address: 13119 Anderson Hill Road

Vendor City, State, ZIP: Clermont, FL 34711

Vendor Mailing Address (if different from above): Same

Vendor Email Address: dorisbloodsworth@gmail.com

Vendor Email Address for Purchase Order (if different from above):

Same

Phone Number: 407-797-9393 Fax Number: N/A

Taxpayer Identification Number (include a copy of your W9 form): 20-4182445

Remit to Information (if different from above):

Payment Remit to Name: Crosswords Communications

Payment Remit to Address: 13119 Anderson Hill Road

Payment Remit to City, State, ZIP: Clermont, FL 34711

Does the business accept invoice payment using the City's Virtual Credit Card? ☐ Yes ☒ No

If so, what is the preferred payment method? ☒ Check ☐ Virtual Card

Please return the completed Vendor Information along with the required W-9 form by email to:

procurementservices@clermontfl.org

For any questions, please call the Procurement Services Department at (352) 241-7350.

**Request for Taxpayer
Identification Number and Certification**
Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Doris Bloodsworth		
	2 Business name/disregarded entity name, if different from above. Crosswords Communications Co. LLC		
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☒ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)	
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐		
	5 Address (number, street, and apt. or suite no.). See instructions. 13119 Anderson Hill Road	Requester's name and address (optional)	
6 City, state, and ZIP code Clermont, FL 34711			
7 List account number(s) here (optional)			

Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. See also <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.	Social security number [][]-[][]-[][][][][][] or Employer identification number [2][0]-[4][1][8][2][4][4][5]
--	--

Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and 2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 3. I am a U.S. citizen or other U.S. person (defined below); and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.	Sign Here Signature of U.S. person <i>Doris Bloodsworth</i> Date <i>1-1-2025</i>
---	---

General Instructions
Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.
What's New
Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

Purpose of Form
An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

State of Florida Certificate



State of Florida

Department of State

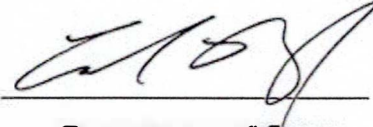
I certify from the records of this office that CROSSWORDS COMMUNICATIONS COMPANY, LLC is a limited liability company organized under the laws of the State of Florida, filed on January 19, 2006.

The document number of this limited liability company is L06000006908.

I further certify that said limited liability company has paid all fees due this office through December 31, 2025, that its most recent annual report was filed on March 6, 2025, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of March, 2025*




Secretary of State

Tracking Number: 6537022503CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



Conflict of Interest Disclosure and Exceptions



CONFLICT OF INTEREST DISCLOSURE

I HEREBY CERTIFY that:

- A. I, the individual submitting this response, am a duly authorized representative of the firm, Crosswords Communications Co., and I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting and,
- B. Except as listed below (in the following question), no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts or interests associated with this project; and,
- C. This proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same services and is in all respects fair and without collusion or fraud.



Doris Bloodsworth, President
Crosswords Communications Co.

August 18, 2025

EXCEPTIONS TO CONFLICT OF INTEREST DISCLOSURE

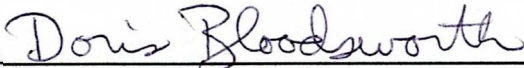
N/A

Drug-Free Workplace



DRUG-FREE WORKPLACE

The undersigned respondent hereby acknowledges that the respondent has a drug-free workplace policy that is in compliance with Chapter 287.087, Florida Statutes.



Doris Bloodsworth, President
Crosswords Communications Co.

August 18, 2025

Florida Statute
Chapter 287.087

287.087 Preference to businesses with drug-free workplace programs.—Whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall: (1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

(2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

(3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

(4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.

(5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

(6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.



Non-Collusion Statement



NON-COLLUSION STATEMENT

I hereby affirm that I am a duly authorized representative of the firm submitting this Proposal (Crosswords Communications Co.) and that I possess the legal authority to make this statement on behalf of myself and the firm for which I am acting.

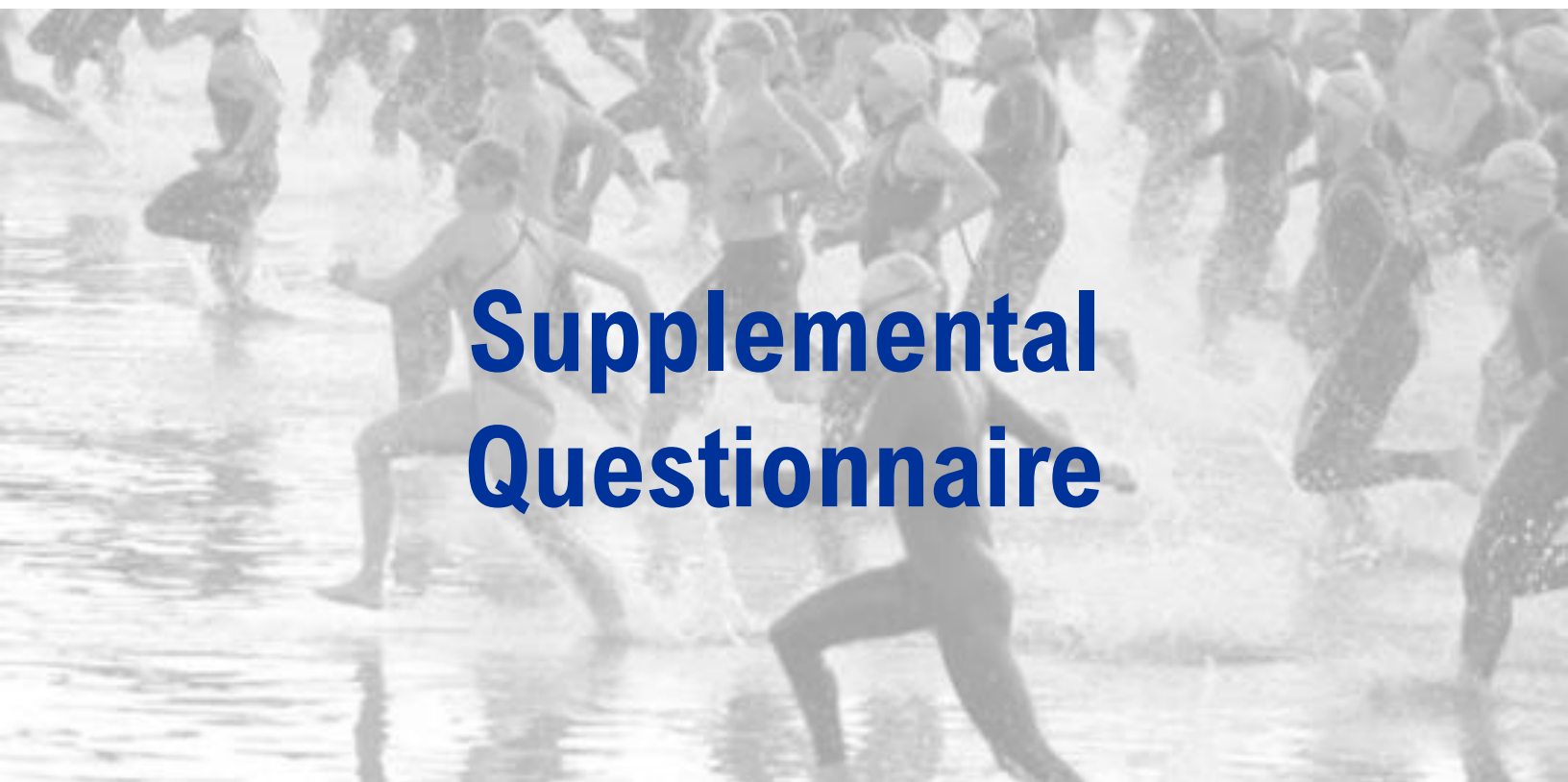
I affirm:

- A. I am fully informed respecting the preparation and contents of the attached offer/proposal and all pertinent circumstances respecting such offer/proposal.
- B. Such offer/proposal is genuine and is not a collusive or sham offer/proposal.
- C. Neither the said proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has any way colluded, conspired, connived or agreed, directly or indirectly with any other proposer, firm or person to submit a collusive or sham offer/proposal in connection with the Contract for which attached offer/proposal has been submitted or to refrain from offering a proposal in connection with Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other proposer, firm or person to fix the price or prices in the attached offer/proposal or of any other proposer, or to fix any overhead, profit or cost element of the offer/proposal or the offer price of any proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Clermont or any person interested in the proposed Contract.
- D. The price or prices quoted in the attached offer/proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the proposer or any of its agents, representatives, owners, employees or parties in interest, including this affiant. I solemnly declare and affirm under penalties of perjury that the contents of this statement are true and correct.



Doris Bloodsworth, President
Crosswords Communications Co.

August 18, 2025



Supplemental Questionnaire



SUPPLEMENTAL QUESTIONNAIRE

Respondent Information

- A. Respondent's Name:** Crosswords Communications Co.
- B. Official Representative:** Doris Bloodsworth, President
- C. Principal Office Address:** 13119 Anderson Hill Road, Clermont, FL 34711

Type of Business

Individual (company is incorporated as an LLC)

Business Information

- A. When incorporated:** January 2006
- B. In what state:** Florida
- C. President's Name:** Doris Bloodsworth, APR
- D. Vice President's Name:** N/A
- E. Treasurer's Name:** N/A

How many years organization has been in business under the present business name? 19

Does your organization have current occupational licenses entitling it to do the work/service contemplate in this solicitation? Lake County and the City of Clermont do not currently require occupational licenses.

Have you ever had a contract terminated due to failure to comply with contractual specifications? No.

Has anyone... been convicted by a federal, state, county or municipal court of any violation of law other then traffic violations? No.

Lawsuits? No.

SUPPLEMENTAL QUESTIONNAIRE

Respondent Information

- A. Respondent's Name:** Crosswords Communications Co.
- B. Official Representative:** Doris Bloodsworth, President
- C. Principal Office Address:** 13119 Anderson Hill Road, Clermont, FL 34711

Type of Business

Individual (company is incorporated as a sold proprietor LLC)

Business Information

- A. When incorporated:** January 2006
- B. In what state:** Florida
- C. President's Name:** Doris Bloodsworth, APR
- D. Vice President's Name:** N/A
- E. Treasurer's Name:** N/A

How many years organization has been in business under the present business name? 19

Does your organization have current occupational licenses entitling it to do the work/service contemplate in this solicitation? Lake County and the City of Clermont do not currently require occupational licenses.

Have you ever had a contract terminated due to failure to comply with contractual specifications? No.

Has any Person or persons interested in this solicitation been convicted by a federal, state, county or municipal court of any violation of law other then traffic violations? No.

Lawsuits? No.



SUPPLEMENTAL QUESTIONNAIRE (continue)

Conflicts of Interest: N/A

Certification:

The respondent understands that information contained in this form will be relied upon by the City in making an award recommendation; and the respondent warrants such information to be true. The undersigned respondent agrees to furnish such additional information before the award recommendation. The respondent further understands that the information in this form may be confirmed through a background investigation conducted by the City of Clermont Police Department. By submitting this questionnaire, the respondent agreed to cooperate with this investigation, including but not necessarily limited to fingerprinting and providing information for credit checks.

Doris Bloodsworth

August 19, 2025



Virtual Signature Page



VIRTUAL SIGNATURE PAGE

FEIN Number: 20-4182445

Certification:

By confirming this section, the respondent certifies that:

- A. It satisfies all legal requirements (as an entity) to do business with the City.
- B. The undersigned respondent acknowledges that the award of a contract may be contingent upon a determination by the City and that the respondent has the capacity and capability to perform the contract successfully.
- C. The proposer hereby certifies that it understands all requirements of this solicitation and that the undersigned individual is duly authorized to execute this proposal document and any contract(s) and/or other transactions required by the award of this solicitation.
- D. By confirming, the respondent agrees to all terms, conditions and specifications as state in this solicitation and is acting in an authorize capacity to execute this response. The respondent also certifies that it can and will provide and make available, at a minimum, the items outlined n this solicitation.



August 19, 2025

Certification:

I certify that I have read, reviewed and hereby acknowledge the project Questions and Answers (Q&A), which shall be as binding as an addendum, and if necessary, I have applied the Q&A to my response accordingly.



August 19, 2025



City of Clermont
Procurement Services Department
685 W. Montrose Street
Clermont, FL 34711

VENDOR INFORMATION

The following information along with a current W-9 form must be provided to the Procurement Services Department for all new vendors and when current vendors remit information changes.

Name of Individual or Business: Crosswords Communications Co.

Contact Person and Title: Doris Bloodsworth, APR - President

Vendor Street Address: 13119 Anderson Hill Road

Vendor City, State, ZIP: Clermont, FL 34711

Vendor Mailing Address (if different from above): Same

Vendor Email Address: dorisbloodsworth@gmail.com

Vendor Email Address for Purchase Order (if different from above):

Same

Phone Number: 407-797-9393 Fax Number: N/A

Taxpayer Identification Number (include a copy of your W9 form): 20-4182445

Remit to Information (if different from above):

Payment Remit to Name: Crosswords Communications

Payment Remit to Address: 13119 Anderson Hill Road

Payment Remit to City, State, ZIP: Clermont, FL 34711

Does the business accept invoice payment using the City's Virtual Credit Card? ☐ Yes ☒ No

If so, what is the preferred payment method? ☒ Check ☐ Virtual Card

Please return the completed Vendor Information along with the required W-9 form by email to:

procurementservices@clermontfl.org

For any questions, please call the Procurement Services Department at (352) 241-7350.

**Request for Taxpayer
Identification Number and Certification**
Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) Doris Bloodsworth	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	2 Business name/disregarded entity name, if different from above. Crosswords Communications Co. LLC	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☒ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____	
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐	
	5 Address (number, street, and apt. or suite no.). See instructions. 13119 Anderson Hill Road	
6 City, state, and ZIP code Clermont, FL 34711		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										
			-				-			
or										
Employer identification number										
2	0	-	4	1	8	2	4	4	5	

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person <i>Doris Bloodsworth</i>	Date <i>1-1-2025</i>
------------------	---	----------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

State of Florida

Department of State

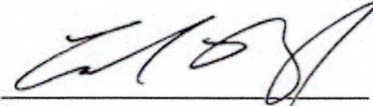
I certify from the records of this office that CROSSWORDS COMMUNICATIONS COMPANY, LLC is a limited liability company organized under the laws of the State of Florida, filed on January 19, 2006.

The document number of this limited liability company is L06000006908.

I further certify that said limited liability company has paid all fees due this office through December 31, 2025, that its most recent annual report was filed on March 6, 2025, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of March, 2025*




Secretary of State

Tracking Number: 6537022503CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



[TRUE NORTH MARKETING + PUBLIC RELATIONS] RESPONSE DOCUMENT REPORT

RFP No. RFP 25-090

Public Communication, Social Media, and Brand Management Services

RESPONSE DEADLINE: August 21, 2025 at 2:00 pm

Report Generated: Tuesday, August 26, 2025

True North Marketing + Public Relations Response

CONTACT INFORMATION

Company:

True North Marketing + Public Relations

Email:

lorri@betruenorth.com

Contact:

Lorri Shaban

Address:

19151 Bridges Glen Lane
Clermont, FL 34715

Phone:

(407) 496-0539

Website:

N/A

Submission Date:

Aug 21, 2025 1:26 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

QUESTIONNAIRE

1. Proposal*

Instruction:

Respondents are limited to a total page count not to exceed sixty (60) pages excluding the cover page, table of contents, and tab sheets. Page size shall be 8.5 x 11 inches. The text size should be 11 points or larger using Arial or Times New Roman font only. Use at least one (1) inch margins on the top and bottom and three-quarter (3/4) inch side margins. All response sections must be appropriately separated and tabbed. The City reserves the right to seek additional/supplemental representation on specific issues as needed.

Content:

Table of Contents

Outline in sequential order (as stated below) the major areas of the response. All pages must be consecutively numbered. Respondents must respond to all minimum requirements listed below. Responses that do not contain such documentation may be deemed non-responsive.

A. Introduction Letter

1. Provide a brief introduction of the firm.
2. Summary of interest in the project.
3. Contact information for the primary point of contact.

B. Company Overview

1. Legal business name, address, and website.

2. Years in operation.
3. Description of core services and areas of expertise.
4. Description of team members who will be assigned to this project.

C. Understanding of the Project

1. A narrative explaining your understanding of the project objectives communication and branding needs in Clermont, FL.

D. Proposed Approach and Methodology

1. Description of the strategy you will use to accomplish the scope of work.
2. Explanation of how local market dynamics will be considered.
3. Project management structure and client communication plan.

E. Work Plan and Timeline

1. Project phases and major milestones.
2. Estimated timeline for each phase.
3. Proposed start date and availability.

F. Budget and Cost Proposal

1. Detailed budget, broken down by service areas (e.g., social media, brand management, public relations)
2. Any optional or value-added services with separate pricing.
3. Payment terms and schedule.

G. Relevant Experience and Case Studies

1. Examples of similar work completed (especially in or near Clermont or for local governments, nonprofits, or community-based organizations).
2. Metrics or outcomes achieved.

3. Links to portfolios or media samples.

H. References

1. At least two (2) references from recent clients.
2. Include organizational name, contact person, phone number, and email.

I. Claims Disputes

1. In this section, list all respondent's projects that:
 - a. Are currently in a claims dispute or have been in a claim dispute within the last ten (10) years, and provide reasons for the dispute. In addition, provide disposition (pending or settled), the amount of the claim, and a brief description of the claim or dispute.
 - b. List all projects completed by the respondent's surety in the last ten (10) years.
 - c. List all liquidated damages assessed to the respondent in the last five (5) years, including a brief narrative of the circumstances and the amount assessed.

Clermont_RFP_25-090_True_North_Marketing+_Public_Relations_Aug_2025.pdf

2. Vendor Information & W-9*

Please download the Vendor Information form, complete it, and upload it with a copy of your W-9.

- [Vendor Information.pdf](#)

Vendor_Information_True_North_Marketing+_Public_Relations_Aug_2025.pdf

3. State of Florida Certificate*

Upload State of Florida Department of State Certificate

Florida_Division_of_Corporations_Registration_True_North_Marketing+_Public_Relations.pdf

4. Conflict of Interest Disclosure*

I HEREBY CERTIFY that:

- A. I, the Individual submitting this response, am a duly authorized representative of the firm (Respondent), and I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting and,
- B. Except as listed below (in the following question), no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
- C. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services and is in all respects fair and without collusion or fraud.

Confirmed

5. Exceptions to Conflict of Interest Disclosure*

List any exceptions here, or type "N/A".

N/A

6. Drug-Free Workplace*

The undersigned respondent hereby acknowledges that:

(select the appropriate options below)

- A. _____ the respondent has a drug-free workplace policy as identified in the company policy attached to this Proposal.
 - ☐ AND/OR
- B. _____ the respondent has a drug-free workplace policy that is in compliance with Chapter 287.087, Florida Statutes.
 - ☐ AND/OR
- C. _____ the respondent has a drug-free workplace policy that is in compliance with the outline below.
 - ☐ OR
- D. _____ the respondent does not currently have a drug-free workplace policy but is willing to comply with the requirements as specified in the outline below.

1. Publishing a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the respondent's workplace and specifying the actions that will be taken against employees for violations of such prohibition;
2. Establishing a continuing drug-free awareness program to inform its employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The respondent's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Giving all employees engaged in the performance of the contract a copy of the statement required by subparagraph (1);
4. Notifying all employees, in writing, of the statement required by subparagraph (1), that as a condition of employment on a covered contract, the employee shall:
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of the employee's conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893, Florida Statutes, or of any controlled substance law of the United States or of any state, for a violation occurring in the workplace NO later than five (5) days after such conviction.
5. Notifying the City of Clermont in writing within ten (10) calendar days after receiving notice under subdivision (4) (b) above from an employee or otherwise receiving actual notice of such conviction. The notice shall include the position title of the employee;
6. Within 30 calendar days after receiving notice under subparagraph (4) of a conviction, take one of the following actions concerning an employee who is convicted of a drug abuse violation occurring in the workplace:
 - a. Taking appropriate personnel action against such employee, up to and including termination or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to maintain a drug-free workplace program by implementing subparagraphs (1) through (6).
the respondent does not currently have a drug free workplace policy but is willing to comply with the requirements as specified in the outline above.

7. Non-Collusion Statement*

I hereby affirm that I am a duly authorized representative of the firm submitting this Proposal (Respondent) and that I possess the legal authority to make this statement on behalf of myself and the firm for which I am acting.

I affirm:

- A. I am fully informed respecting the preparation and contents of the attached offer/proposal and all pertinent circumstances respecting such offer/proposal;
- B. Such offer/proposal is genuine and is not a collusive or sham offer/proposal;
- C. Neither the said proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has any way colluded, conspired, connived or agreed, directly or indirectly with any other proposer, firm or person to submit a collusive or sham offer/proposal in connection with the Contract for which attached offer/proposal has been submitted or to refrain from offering a proposal in connection with Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other proposer, firm or person to fix the price or prices in the attached offer/proposal or of any other proposer, or to fix any overhead, profit or cost element of the offer/proposal or the offer price of any proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Clermont or any person interested in the proposed Contract;
- D. The price or prices quoted in the attached offer/proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant. I solemnly declare and affirm under penalties of perjury that the contents of this statement are true and correct.

Confirmed

8. Supplemental Questionnaire

RESPONDENT INFORMATION*

Enter the following:

- A. Respondent's Name
- B. Official Representative
- C. Principal Office Address

A. True North Marketing + Public Relations

B. Lorri Shaban, APR

C. 19151 Bridges Glen Lane, Clermont, FL 34715

TYPE OF BUSINESS*

Corporation

BUSINESS INFORMATION*

If a Corporation, answer this:

- A. When Incorporated
- B. In what State
- C. President's Name
- D. Vice-President's Name
- E. Treasurer's Name
- F. Members of the Board of Directors

If a Partnership, answer this:

- A. Date of organization
- B. General or Limited Partnership
- C. Name and Address of Each Partner

A. 2023 (we have operated without pause since 2009, first as TWSquared (2009-2012), then as TWSquared DBA True North Marketing + Public Relations (2012-2023) and now as True North Marketing + Public Relations

B. Florida

C. Lorri Shaban, APR

D. Lorri Shaban, APR

E. Lorri Shaban, APR

F. Lorri Shaban, APR

HOW MANY YEARS HAS YOUR ORGANIZATION BEEN IN BUSINESS UNDER THE PRESENT BUSINESS NAME? *

2 years

DOES YOUR ORGANIZATION HAVE CURRENT OCCUPATIONAL LICENSES ENTITLING IT TO DO THE WORK/SERVICE CONTEMPLATED IN THIS SOLICITATION?*

Indicate Yes or No. If no, please explain.

Yes

HAVE YOU EVER HAD A CONTRACT TERMINATED DUE TO FAILURE TO COMPLY WITH CONTRACTUAL SPECIFICATIONS?*

Indicate Yes or No. If yes, state where and why.

No

HAS ANY PERSON OR PERSONS INTERESTED IN THIS SOLICITATION BEEN CONVICTED BY A FEDERAL, STATE, COUNTY, OR MUNICIPAL COURT OF ANY VIOLATION OF LAW, OTHER THAN TRAFFIC VIOLATIONS?*

Indicate Yes or No. If Yes, Explain any convictions.

No

LAWSUITS (ANY) PENDING OR COMPLETED INVOLVING THE CORPORATION, PARTNERSHIP OR INDIVIDUALS WITH MORE THAN TEN PERCENT (10%) INTEREST.*

A. List all pending lawsuits.

B. List all judgments from lawsuits in the last five (5) years.

C. List any criminal violations and/or convictions of the respondent and/or any of its principals.

If this does not apply, type N/A.

None

CONFLICTS OF INTEREST*

The following relationships are the only potential, actual, or perceived conflicts of interest in connection with this proposal.

If none, type "N/A"

None

CERTIFICATION*

The respondent understands that information contained in this form will be relied upon by the City in making an award recommendation, and the respondent warrants such information to be true. The undersigned respondent agrees to furnish such additional information before the award recommendation. The respondent further understands that the information in this form may be confirmed through a background investigation conducted by the City of Clermont Police Department. By submitting this questionnaire, the respondent agrees to cooperate with this investigation, including but not necessarily limited to fingerprinting and providing information for credit checks.

Confirmed

9. Virtual Signature Page

FEIN NUMBER*
93-1456931

BY CONFIRMING THIS SECTION THE RESPONDENT CERTIFIES THAT:*

- A. It satisfies all legal requirements (as an entity) to do business with the City.
- B. The undersigned respondent acknowledges that the award of a contract may be contingent upon a determination by the City and that the respondent has the capacity and capability to perform the contract successfully.
- C. The proposer hereby certifies that it understands all requirements of this solicitation and that the undersigned individual is duly authorized to execute this proposal document and any contract(s) and/or other transactions required by the award of this solicitation.
- D. By confirming, the respondent agrees to all terms, conditions, and specifications as stated in this solicitation and is acting in an authorized capacity to execute this response. The respondent also certifies that it can and will provide and make available, at a minimum, the items outlined in this solicitation.

Confirmed

Q&A ACKNOWLEDGEMENT

I certify that I have read, reviewed, and hereby acknowledge the project Questions & Answers (Q&A), which shall be as binding as an addendum, and if necessary, I have applied the Q&A to my response accordingly.

Confirmed



TRUE NORTH
MARKETING + PUBLIC RELATIONS



PROPOSAL FOR

COMMUNICATIONS FIREPOWER

RFP 25-090
Communications,
Social Media + Brand
Management Services

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Dear Clermont Team:

The opportunity to work with you has fired up our curiosity and creativity!

At True North Marketing + Public Relations, a Clermont firm for the better part of 15 years, we've built a reputation helping Florida's municipality, tourism, dining, retail and entertainment brands show up and stand out.

We're a well-rounded, bespoke firm with expertise in B2C and B2B communications, branding, marketing, social, partnerships and activation. We have a voracious appetite for learning new things while solving complex problems and supporting our clients' goals.

We are distinguished by:

- **Our Experience.** We've helped launch, promote, grow and sustain organizations in many industries: healthcare, sports, travel, conservation and consumer products. But it's our work with local municipalities, counties and the states of Florida and Virginia that will influence and inform our strategies for Clermont.
- **Our Approach.** We wake up every day with a fresh perspective and a can-do attitude, and our clients feed off our energy and enthusiasm. Our work supports your objectives, period, and we don't succeed unless you do. Be assured, we're a team that fires on all cylinders, every time.
- **Our Roots.** We know Clermont. Our president has lived here for 25 years. She has family dinners at Salt Shack. Sees movies at Epic. Watches her boys play soccer at NTC. Runs (ok, walks) on the South Lake Trail. In other words, we have deep roots here and have a real stake in the city's future.

We've reviewed and fully understand the Scope of Services and requirements outlined in the RFP. We possess the capacity, experience and infrastructure to deliver on every aspect of the work. We offer a clear, collaborative structure that ensures visibility, responsiveness and alignment with Clermont's values and expectations. I am excited to serve as your primary point of contact.

Thank you for your time, your vision and your consideration.

Lorri Shaban, APR
President, True North Marketing + Public Relations
Email: lorri@betruenorth.com
407.496.0539

B. COMPANY OVERVIEW

THE GOOD STUFF

Description

True North is a strategy-driven, data-informed communications firm that builds and sustains strong relationships between organizations and their audiences.

We are grounded in a single goal: helping our clients grow and prosper. We place a premium on relationships and when we work with clients, we become part of the team, fully integrated with shared goals and objectives.

Quick Facts

- 25-year history in Clermont
- Multidisciplinary communications leadership
- Highly respected crisis consulting
- Successful collaboration with client staff, leadership and boards
- Florida state, county and local government contract management

Core Industries

- Municipalities and regional government entities
- Cultural institutions and sports events
- Destination Marketing Organizations (DMOs)
- Conservation + environmental organizations

Key Services

- Brand development + management
- Communications + marketing strategy
- Social strategy + activation
- Media relations + outreach
- Public engagement campaigns
- Reputation + crisis management

Notable Clients

- CareerSource Florida
- City of Groveland
- City of Eustis
- Space Coast Office of Tourism
- Arnold Palmer Invitational
- Dr. Phillips Center for the Performing Arts
- Atlantis Paradise Island Bahamas
- LEGOLAND® Florida Resort
- Orlando Health
- Port Canaveral



THE LEGALESE

Legal Business Name

True North Marketing + Public Relations

Address

19151 Bridges Glen Lane
Clermont, FL 34715

Website

BeTrueNorth.com*

Years in Operation

As True North Marketing + Public Relations:
2 years, 2023 - Present

As TWsqared DBA True North Marketing + Public
Relations: 11 years, 2012 - 2023

As TWsqared: 3 years, 2009-2012

Primary Point of Contact

Lorri Shaban, APR
President, True North Marketing + Public Relations
lorri@betruenorth.com
407.496.0539

HAPPY CLIENTS

"True North helped us take the LEGOLAND Florida story from a regional development into a global news event, with billions of media impressions and full integration with our marketing team. They just get how to tell a story."

— **Kim Salter, Executive Director of Marketing**
Nassau Paradise Island Promotion Board
Former Head of Marketing, LEGOLAND Florida

"True North has the rare ability to think big and execute flawlessly. Their team transformed ICON Park from a new name to a household one through creative media coverage, polished messaging and deep understanding of our audiences."

— **Chris Jaskiewicz, President & CEO**
ICON Park Orlando

"When you work with True North, you're working with some of the most collaborative, partnership-driven professionals in the business, who are 100% focused on your business goals."

— **Robert Thompson, EVP + Chief Operating Officer**
Disney Partners Credit Union

"When Mr. (Arnold) Palmer passed, it was the biggest crisis our organization had ever faced. True North helped us prepare well in advance and expertly guided us through the days and weeks that followed, ensuring a lasting legacy for Mr. Palmer and continued success for the tournament."

— **Marci Doyle, Retired**
Former COO/Tournament Director
Arnold Palmer Invitational

ON YOUR TEAM

LORRI SHABAN, APR

President, True North Marketing + Public Relations

Chief Marketing Officer, Summit Firms

Focus: Strategic Oversight, Creative Concepts, Client Accountability

A C-suite business consultant with an innate understanding of consumer behavior and motivation, Lorri works with clients in a wide range of industries: healthcare, education, real estate development, hospitality, entertainment, workforce development and trade & logistics.

Under her direction, the firm designed the two-year, record-smashing launch of LEGOLAND Florida; managed grassroots consumer events for General Motors Corporate; and supported marine-mammal programs at SeaWorld Parks & Entertainment and Atlantis Bahamas.

Lorri has been professionally accredited by the Public Relations Society of America for 27 years and is a member of the PRSA Counselors Academy.

Lorri's career includes considerable experience in corporate, agency and not-for-profit organizations. She served as principal spokesperson and communications director for Enterprise Florida, the state's economic development organization; as vice president of marketing communications for \$23 billion CNL Financial Group; and as one of the principal communications architects who launched Universal's Islands of Adventure, CityWalk entertainment complex and two on-site resort hotels.

Fueled by research, data and analytics, Lorri's greatest strengths and professional passions converge in her role as strategic planner and brand activator.

JARRED KING

Owner, Summit Firms

Focus: B2B Communications, Sentiment Research, Summit-Integrated Strategies (as needed)

Jarred is the founder and owner of Summit, a portfolio of creative, marketing, digital and experience-design firms across North America.



Driven by an entrepreneurial spirit and an inherent understanding of how successful organizations operate, Jarred is known for clearly defining mission and goals, aligning people and resources, and developing a strategy connecting business problems with marketing solutions.

He is a serial entrepreneur who has launched multiple successful e-commerce, marketing and consumer product brands.

GO TEAM, GO!

We are fortunate to have a team of experts that support every facet of our business, including social media management (organic + paid), content development, project management, and reporting and analytics. They deftly organize projects, write on-point content, conduct research and keep things running smoothly with our clients and behind the scenes.

C. UNDERSTANDING OF THE PROJECT

THE ASSIGNMENT

Clermont is Thriving

Date nights at downtown wine strolls. Friendly competitions at Clermont National. Bunco games in Kings Ridge. Fitness 5ks on the South Lake Trail. Cruising through the Clermont Chain of Lakes.

There's no shortage of reasons to make Clermont home. And the city's remarkable population growth proves the point.

We're the Choice of Champions for Olympic athletes, high school softball teams, international rowing crews and training cyclists.

Our residents can learn Irish dances, make candles, play pickleball and learn CPR. They can paddleboard, shuffleboard and wakeboard. They can walk their dogs and watch glorious sunsets.

We're a fast-paced city with busy families and tight-knit retirement communities. Overall, we're a friendly group, especially on the weekends when we slow down.

Clermont's Growth Continues

We're also a city with ongoing growing pains that continue to test our resources. Adjacent areas are growing too and have major catalyst projects like Wellness Way, the Minneola Exchange and Groveland's Ford Commerce Park, that will further stress Clermont's infrastructure.

As a result, our residents' chief concerns include:

- **Traffic congestion.** The time it takes to get from point a to point b is increasing, and it's exacerbated by infrastructure projects. And while many road construction and utility improvements are not Clermont-led, the city shoulders the brunt of the criticism.
- **Growth vs. green space.** Or urban vs. rural. Or legacy vs. new residents. However it's described, it's a perennial tug of war nearly every Florida city experiences.

How it's Playing Out.

We suspect Clermont is experiencing a communications gap with its residents, due in large part to its rapid growth. Here's what we see happening:

- Clermont's demographics are expanding with new residents who have different lifestyles, interests and preferences. In 2023, about 15% spoke Spanish, a figure that will continue to grow. Also worth noting: there are micro-communities flourishing here, like our burgeoning Indian community.
- Our residents over 65 years of age will account for nearly 25% of our population in 2028. Having worked with companies that operate in this space, we know older adults have their own interests centered around health, wellness, aging in place and social connections.
- We have busy lives and therefore less time to engage outside our circle of friends, neighbors and families. Keep in mind our friend groups, which evolve from our kids' extracurriculars and our houses of worship, are very important to us and influence how we spend our time.
- Clermont represents a large group of consumers being courted by neighboring retail, dining and entertainment destinations: Winter Garden, Orlando, Hamlin, the Triangle cities, even Disney Springs and CityWalk. Every weekend, Clermont is competing with these regions for market share.
- Home to the National Training Center, Special Olympics Florida and multisport event companies like Sommer Sports, we are the envy of a majority of U.S. cities. To keep and grow our brand value, we must find ways to celebrate and reinforce this position both inside and outside our community.

The Ask

Our understanding of the specific needs will grow exponentially with your feedback and guidance. However, we've reviewed your objectives and the scope of work and have a good feel for what you're looking for:

- **Public Communications Strategy**, including an annual strategic communications plan, media relations and neighborhood engagement in Kings Ridge, Legends, Heritage Hills and Summit Greens.
- **Social Media Management**, including strategy, planning, content development, posting, monitoring and measurement.

- **Brand Management**, including a fresh take on visual alignment, voice, positioning and messaging across all tools used to communicate with residents and businesses; and development of collateral to support initiatives.
- **Community Engagement**, including enhancing existing communications vehicles and potentially developing new strategies and opportunities for deeper, longer-lasting connections.

We provide greater detail in the following pages.

D. APPROACH + METHODOLOGY

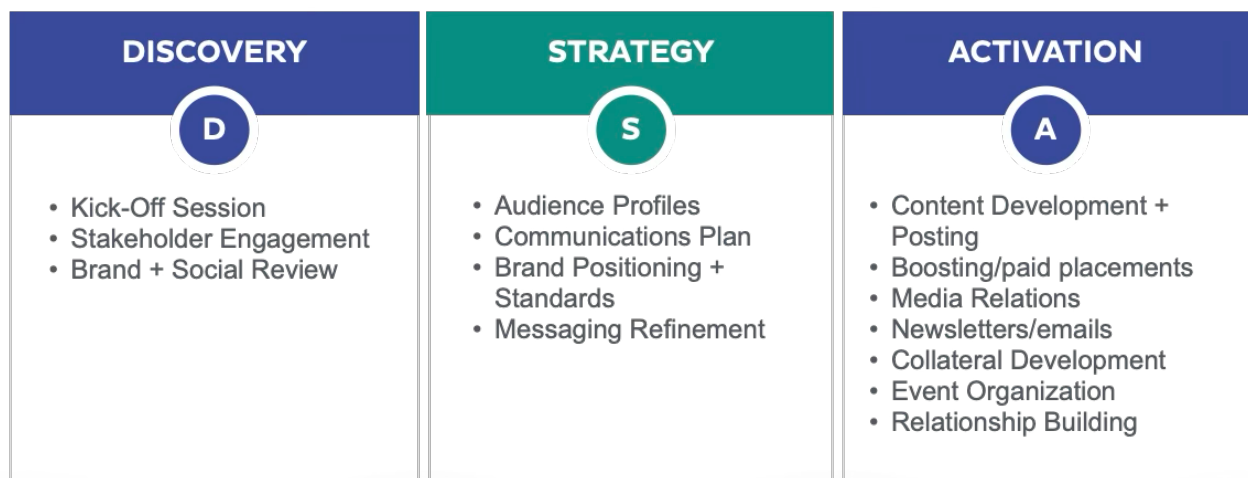
Our **APPROACH**

If there's one thing we've learned, it's that no client wants a cookie-cutter approach that's trotted out for every new opportunity. That said, we've spent decades honing a flexible framework for our work that consistently produces insightful, actionable results.

The first phase, "Discovery," is our time to listen and learn, ask questions, and gather history, background and insights. All that data and information forms the basis of an overarching analysis and the foundation of the emerging brand, communications and social strategies to come.

The second phase is "Strategy," when we develop a highly actionable, detailed plan for audience relevance and brand consistency. We also identify key tools needed to carry out the strategy, along with metrics by which they will be measured. This stage is also when we chart the timeline and recommend when and where investments should be made.

"Activation" is phase three, when we launch the plan and activate well-timed, well-executed strategies and tactics to sustain its effectiveness. It's when the real fun begins and the needle starts to move.



DISCOVERY

We begin every engagement with purposeful discovery, ensuring our direction is audience-aligned, stakeholder-informed and brand-cohesive. This phase is critical not only for setting the foundation of our work but also for building internal alignment across leadership, stakeholders and collaborators. For a city as multifaceted as Clermont, we view this step as a strategic imperative, not a formality.

Discovery will include:

1) Kick-Off Session

We begin with an in-person kick-off meeting to:

- Review the scope of work to clarify expectations and outcomes
- Discuss strategic and creative philosophies and provide additional detail on our process
- Review departmental and strategic plans
- Identify stakeholder interviewees and discuss their unique perspectives
- Agree on priorities, a plan of action, a timeline and the next steps

Deliverable: Session recap report

2) Materials + Data Review

We roll up our sleeves to research and review the city's current communications efforts through social channels, media relations, events and collateral materials, along with associated analytics. We also assess the use of your brand's visual identity across all platforms, as well as messaging, positioning and standards. Finally, we study coverage of Clermont in local and regional news.

Deliverable: An executive summary of insights

3) Stakeholder Engagement

Whenever possible, we like to speak to key stakeholders directly, typically in one-hour conversations, to gather first-person experiences and opinions. For Clermont, discussions may take place with Council members, residents and business owners. This engagement helps us uncover opportunities and new ideas as well as potential roadblocks we'll have to overcome. We have budgeted for up to 10 interviews.

Deliverable: A report of key findings

4) Competitive Assessment

An important part of our Discovery process is assessing other cities' brands, messaging, and creative, plus their communications and outreach strategies. This enables us to understand the environment in which Clermont is competing for mind-share and helps us validate the city's true points of distinction.

Deliverable: Presentation deck with visual representations, positioning and communications strategies of up to 5 other cities

STRATEGY

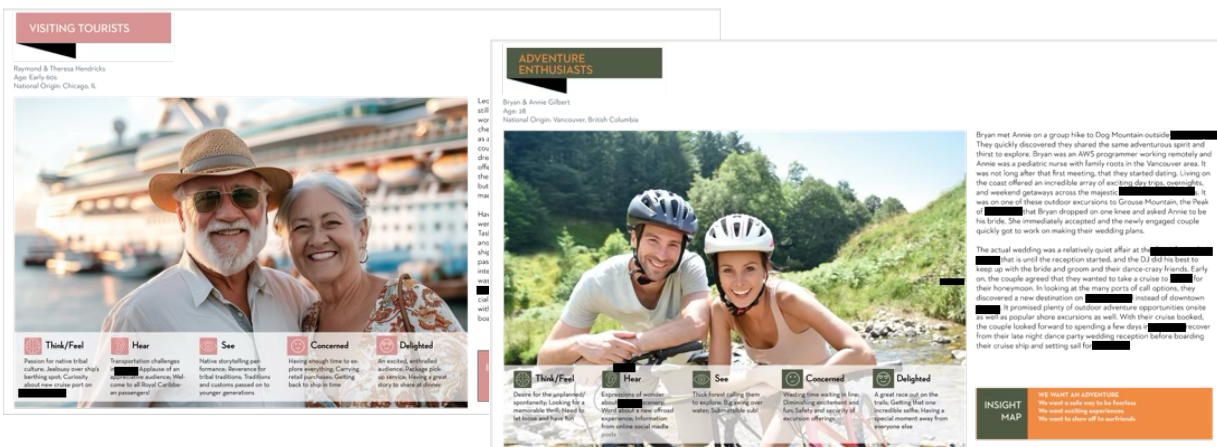
The next phase involves audience analysis to understand our key stakeholders. It also includes developing a comprehensive, audience-first strategic communications plan that integrates all the different ways we'll engage with the community. Tools, programs and activations will be aligned to specific campaigns to ensure brand and message consistency.

1) Audience Analysis

We develop audience "profiles" and, to the extent possible, segment them further by geography, neighborhood, age and life stage, and relationship with the city, e.g. legacy families, new residents, commuters, etc. With the help of the South Lake Chamber, we intend to do the same with business owners.

Also good to know: we are actively developing a proprietary offering that will enable us to capture **real-time community sentiment** using a combination of survey and analysis tools. It's still under wraps but we see tremendous applications for Clermont and would be excited to deploy the new offering here.

*Deliverable: Customized audience profiles (up to 6) *examples redacted for confidentiality**



2) Brand Management

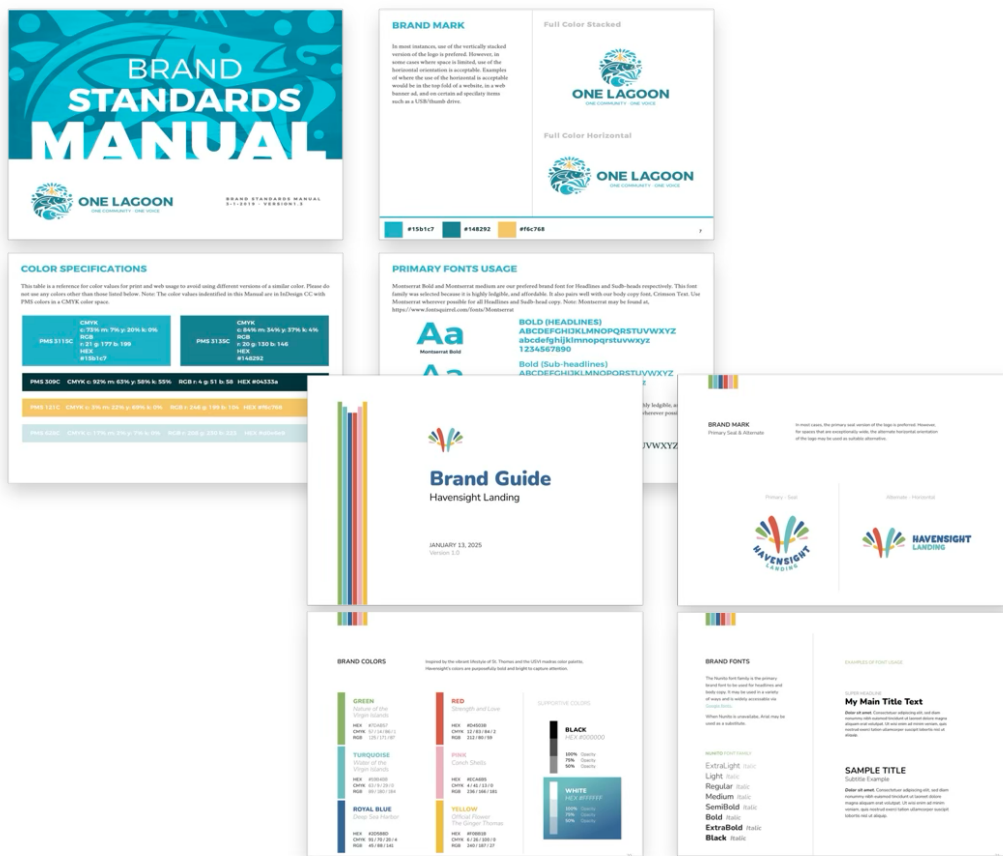
The “Choice of Champions” has been in use for just over 10 years and reflects the city’s position as a training ground for elite athletes. During the Strategy phase, we will work closely with Clermont to evaluate the brand’s future purpose and potential.

Indeed, with the city’s population nearly doubling in the last decade, there may be many new residents and business owners who have no awareness or connection to the brand. What we learn will guide efforts to reinforce and strengthen the brand as a point of community pride and unity.

We will:

- Evaluate the brand’s use across all communications platforms
- Identify ways in which the current positioning is working, not working or not in use
- Review key messaging for continued relevance and value
- Tighten the brand platform by developing (or refining) the city’s brand standards and guidelines
- Incorporate brand awareness strategies in the strategic communications plan (3)

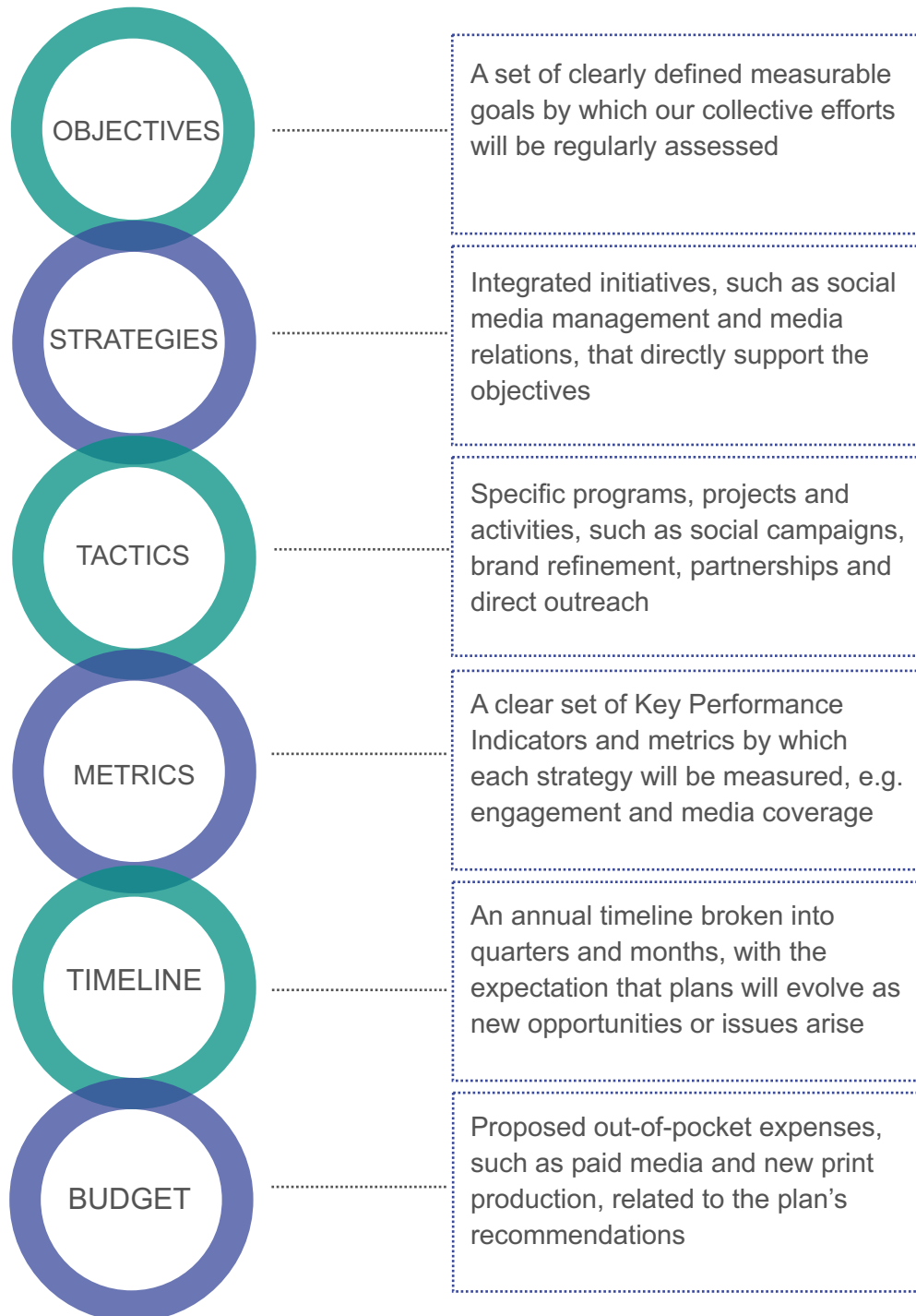
Deliverable: Brand Standards and Guidelines (Sample pages below)



3) Strategic Planning

With audiences better identified and understood, we create the cornerstone of our work: a strategic communications plan. The plan will be a living, adaptive roadmap, reviewed quarterly with Clermont and responsive to both unexpected issues and opportunities. It ensures that every action taken in the months ahead is grounded in research, shared understanding and a unified sense of purpose.

Deliverable: An integrated strategic communications plan that defines:



3. ACTIVATION

“Strategy” creates the playbook and the rules.

“Activation” fires up the players, calls the audibles and marches the team down the field.

In this third phase, we produce and deploy all the tools in our toolkit and measure their individual and collective contributions to our success. For Clermont, our tools will likely include:

1) Content Development

Clermont’s stories should be told in a way that honors its character, complexity and charm. Highly visual, always-on-brand content will be powered by photography and video, animation, creative headlines, and copy that informs and entertains to drive engagement. We intentionally create story lines that cross-pollinate among multiple communications channels and boost Search Engine Optimization (SEO).

We know communications resources are thin right now and we welcome the opportunity to quickly support the team to establish some interim guidelines and content suggestions.

IDEA: Leverage the “Choice of Champions” positioning in a campaign that profiles non-athletes who are champions in daily life:

- A local librarian who champions reading
- A nurse who champions CPR training
- An accountant who champions smart money management
- A fireman who champions emergency preparation
- A business owner who champions his employees
- A non-profit that champions its cause

2) Social Management

We all recognize the power of leveraging social media to communicate with our audiences. But recognizing and **maximizing** are two different things, and fully harnessing social’s potential requires equal parts talent and tenacity.

Depending on your internal resources, we will collaborate on or drive your social media and channel management strategies, using robust content calendars and publishing tools. Our team excels at increasing followers and elevating engagement levels, and as long as an idea is on brand, we don’t mind jumping on trends and trying new things.

Content will be adjusted to deliver messaging in the most impactful ways, but campaigns and theming across the channels will be consistent and aligned to support awareness, recognition and action.

3) Media Relations + Training

Leveraging news sources in a communications strategy is often viewed as a double-edged sword. News coverage has reach and credibility but we aren't able to control what is ultimately said and how it's presented.

We continue to believe media relations has significant value when it's part of an overarching communications strategy. Our rationale? Reporters will cover negative news – we've all been there when the camera shows up and the mic is in our face. So if they're going to cover the negative, let's be sure they also cover the positive things happening in our community.

This takes a team that understands the pressures of a journalist, whether print, broadcast or online. We cultivate these relationships, respect their time and deadlines, work hard to get them interviews and craft angles that don't mirror their competitor's coverage. We also don't ask them to cover every event, meeting, workshop and announcement; Clermont is one of dozens of cities in the Orlando MSA and will naturally only garner a certain amount of coverage. We are mindful of that and offer stories they'll be genuinely interested in and that we believe will resonate with their audiences.

In addition to traditional media outreach, we engage in media-adjacent activities that raise brand awareness:

- Experiential activations
- Speaking engagements
- Sponsorship evaluation
- Award nominations
- Community and corporate partnerships

One final note: when the stakes are high, a news story can make or break a brand. That's why media training is imperative. Before any interviews, we research the media outlet and reporter, review past media coverage and develop key messaging for your spokespeople.

To prepare our clients, we often train them for specific media formats with practice interview questions emphasizing pain points identified in advance. Our clients are prepared to take on even the most challenging interviews through interactive exercises, tips and tricks, and real-life practice.

4) Community Outreach

For many of our municipal and government clients, nothing is more constructive than direct contact with stakeholders. However, in a community as large and diverse as Clermont, it's virtually impossible to reach everyone in person.

For the city, we will build an outreach strategy that leverages audience insights curated events and tailored communications tools to engage with residents, business owners and local leaders and influencers. Our work will create intersections between what these audiences care about and how the city is supporting them.

While our research and planning will guide Clermont's strategy, we've had success with:

- **Neighborhood Huddles.** Rather than asking residents to come to us, we partner with a community leader to schedule informal gatherings (or drop in on HOA meetings) in larger neighborhoods where residents can meet with staff and council and ask thoughtful questions about a variety of topics. The location can be a clubhouse or someone's home, refreshments are provided and the tone is open and welcoming.
- **Open Houses.** These events give residents and business owners the opportunity to learn about city departments and meet their leaders, making the city a more personable, friendly organization. We also use this structure to communicate about topics of concern, such as growth, transportation and utility and property taxes. Rather than a presentation, we set up stations around the room manned by subject-matter experts. Easel signage and hand-outs help stakeholders learn and understand what's being planned.
- **Influencer Relationships.** There are certain people in every community who have the ability to set the tone and guide the conversation. Non-profit leaders. Business owners. School principals. Healthcare executives. Bankers and real estate agents. And of course locals with large social media followings. We make it our mission to cultivate relationships with local influencers, not as "spokespersons" for the city but as people we can run ideas by, get opinions from, and from time to time, ask for help.
- **Neighborhood Newsletters.** We love the idea of crafting newsletters for specific neighborhoods that acknowledge their residents, applaud their initiatives and address specific concerns we know they have. Over the years, we've honed the use of newsletters to a science and know how to use photography, video and copy to secure high open rates and engagement.

- **Issues Management.** These skill sets are put to use when we know about an issue well in advance and have the time to properly prepare for it before it becomes a crisis. Mill and utility rate increases, special assessments, controversial zoning changes and large-scale development announcements all fall under this category and require their own communications strategies to avoid worse-case scenarios.
- **Time-Sensitive Tools.** There are many situations in which the city will want to communicate swiftly, and depending on the issue, we use single-topic emails, texts and where possible, automated calls. If another source is better equipped to provide information and updates, such as Alert Lake for active storms, we use our tools to remind residents where to find answers.

5) Advertising + Paid Partnerships

We often explore opportunities for paid advertising in our communications planning. These investments, if recommended, will be designed to supplement other strategies rather than drive the efforts.

For Clermont, we expect to explore:

- **Paid Social** – when we see a post or campaign gaining traction and engagement, we know it’s relevant and is resonating with our stakeholders. Depending on available budget, we may pay to boost the content to reach more followers.
- **Paid Partnerships** – for specific topics, we may recommend print and online paid partnerships to deliver our message to the outlet’s readers and viewers. This typically involves a fee paid to the news source in exchange for “sponsored” content and promotion on their social channels. These opportunities are carefully vetted to ensure a good return on investment and that they pose no risk to the city’s reputation.
- **Out-of-Home** – a campaign may benefit from advertising outside the home, such as outdoor boards, signage, fliers and postcards.

6) Creative Concepts

We know most people gravitate to three things bound to make them feel good: food, pets and kids. We always look for unusual and unexpected ways to use these secret weapons to engage the community. Depending on your appetite, they might include:

- Branded ice-cream “pop-ins” for local businesses and their employees
- Frighteningly fun media mailers to promote “Scaremont” festivities
- Costumed video appeals to support family-focused non-profits
- Social contest: “Is your dog lazy or crazy?” with donated prizes

(We’re bursting with too many creative ideas to capture here but be assured we’ll bring our A game.)

7) Collateral Development

As a full-service team, we produce marketing, communications and promotional tools, including:

Collateral Materials

- Brochures
- Presentation Decks
- Leave-Behinds
- One-Sheets
- Infographics
- Branded Promotional Items

Video

- Production
- Production Shoot
- Music Selection
- Animation
- Post-Production

Social Media

- Organic Posting
- Paid Advertising
- Content Calendars
- Content Development
- Channel Management

Speaking Opportunities

- Conferences
- Road Shows
- Huddles
- Open Houses
- Podcasts

Direct Outreach

- Email Marketing
- Newsletters
- Customer Update

Media

- Journalist Research
- Pitch Development
- News Releases/Alerts

8) Client Engagement

Our operational systems ensure Clermont has a responsive and well-integrated team. Here's how we stay accountable to you:

- Weekly team syncs that ensure alignment on goals, upcoming events, issues and campaign priorities
- Monthly strategy reviews and KPI reports that provide visibility into results, challenges and optimization opportunities
- Cloud-based project management, CRM and email marketing tools (Monday, MailChimp, Constant Contact, Hubspot, GoogleDocs, Dropbox) that ensure real-time transparency and cross-team collaboration
- Rapid-response protocols that offer 24/7 accessibility via dedicated contacts in the event of crises, urgent news or reputational risk
- Centralized and accessible assets (imagery, templates, story starters, b-roll, news releases, archives) that ensure our entire team can respond when deadlines loom

E. WORKPLAN + TIMELINE

WORKPLAN + TIMELINE

Until a comprehensive communications plan has been finalized, we are sharing an anticipated timeline for the different phases of our work. At this point, our “milestones” are the submission of each deliverable and the completion of each phase. Once the communications plan is in place, the timeline will get much more detailed.

At the end of each quarter, we will work with your team to evaluate progress against goals and make adjustments as needed. Of course should a change in direction be needed earlier, we will do so at that time.

We anticipate beginning the project as Clermont’s fiscal year begins October 1, 2025.

	Q1			Q2			Q3			Q4		
PHASES / MILESTONES	O	N	D	J	F	M	A	M	J	J	A	S
DISCOVERY												
Kick-off session												
Stakeholder engagement												
Brand + social review												
*SHORT-TERM NEEDS												
Media relations												
Event support												
Issues management												
STRATEGY												
Audience profiles												
Communications plan												
Brand positioning/standards												
Messaging refinement												
ACTIVATION												
Content development												
Channel management												
Boosting + paid placements												
Proactive media relations												
Collateral production												
Event organization												
Relationship building												

*As the research and planning get underway in Q1, we anticipate supporting the city’s communications efforts should the need arise

F. BUDGET + COST PROPOSAL

ESTIMATED INVESTMENT

We've provided an estimate for professional fees, including an approximate number of hours and hourly rates, based on similarly sized and situated clients. Fees for each line item may shift once the final plan has been approved. We anticipate reviewing and clarifying the estimate with the city, which may impact the total monthly fee.

FEES	DESCRIPTION	HOURS	RATE	TOTAL
Content development	Story lines, research, copywriting, photo/video selection + editing, approvals	13-15/month	\$100/hour	\$1,500
Social management	Message consistency, brand alignment, content calendar, post scheduling, response review and strategy	10-12/month	\$100/hour	\$1,200
Media relations	Reporter relationships, news releases/media alerts, creative pitches, interview coordination	10-12/month	\$125/hour	\$1,500
Events + outreach	Logistics, planning, promotion, attendance	15/month	\$90/hour	\$1,350
Account management	Consistent client interface, vendor and partner management, meetings, online analytics and reporting	10-12/month	\$100/hour	\$1,200
Account strategy	Brand campaign development, key messaging, strategic activation, client interaction, presentation and quarterly updates	5-7/month	\$175/hour	\$1,225
Issues management	Focused research, department and city liaising, communications strategy, message development, media management, stakeholder engagement	8-10month	\$150/hour	\$1,500
		MONTHLY TOTAL		\$9,475.00

Additional Fees + Hard Costs

In addition to professional fees, we expect the communications plan may call for some level of investment in design fees and other hard costs, listed below. However, as no strategy is in place today, we will attempt to give you some idea of what those costs may be. We look forward to collaborating with you on this part of the budget.

PROJECT	FACTORS AFFECTING COST	RANGE (IF POSSIBLE)
Design fees	Type of project, e.g. infographic vs. new brand identity kit, as well as the skill level required	\$120-\$250/hour or priced by project
Full-day photo shoot	Number of locations	\$1,500-\$2,500
Full-day video shoot	Number of locations, equipment (cameras, sound, lighting) and personnel	\$2,500-\$8,000
Collateral production	Costs based on quantity, materials, timeline	N/A
Paid social	Factors include reach, frequency, channel and content type	\$250-\$500/month
(1) Outdoor board	Location, duration	\$2,500-\$6,000/month

It's worth noting Clermont may at some point also need services provided by our sister firms, such as web development and "experience design," which includes the design, planning and building of city welcome centers, historical museums, and city-wide signage and wayfinding. We are happy to introduce them to Clermont if and when the time comes.

Payment Terms

When our contract is signed, we will issue you an invoice for the first month's retainer fee (\$9,475). Invoices are typically due net 15 days but we understand and accept most municipalities require net 30.

Estimates for hard costs will be submitted and approved in advance, with an invoice for 50% to be paid before work begins. The remaining 50% will be due upon completion of the work.

All copywriting, content development and design services include up to (2) rounds of revisions; Should additional changes be required, charges are assessed at the associated hourly rate.

Optional Services: Crisis Communications

Strategic communications doesn't just build reputations, it protects them. We have extensive experience in crisis readiness, scenario planning and municipal sensitivity, having worked alongside Florida-based government entities and public safety agencies. Our team provides 24/7 responsiveness, with the systems and leadership to guide the city through urgent moments when public trust is on the line.

Crisis-Ready from Day One

Upon engagement, we will meet with your Emergency Management Coordinator to assess existing communication protocols. In the absence of an up-to-date crisis communications plan, we will create one for the city. The plan will include (but is not limited to):

- Message templates and holding statements for anticipated scenarios (weather events, environmental issues, infrastructure disruptions, community conflicts)
- Protocols for media triage and internal communication during active events
- Designated spokesperson training and response coordination with city leadership
- Escalation paths for misinformation or viral issues

Scenario-Based Training

We also offer scenario-based training, which can be delivered live or virtually, ensuring all key players are aligned on expectations and responsibilities. This builds internal confidence and preserves the city's ability to communicate with clarity and authority, even in high-pressure situations.

PROJECT	DESCRIPTION	FEE/COSTS
Crisis Management Fees	A. Staff-level, on-site and/or after-hours support during crises, e.g. helping to staff the Emergency Operations Center during a hurricane B. Urgent executive-level support to drive strategy, develop messaging points and statements, field media calls, prepare or serve as spokesperson, monitor public sentiment, update board and leadership	A. Staff support: \$150/hour B. Executive-Level Support: \$275/hour
Crisis Communications Plan	Proactive plan with scenario-based guidance and directions along with templates for statements, alerts, releases, press conference agendas, spokespersons, etc.	\$25,000
Crisis Scenario Training	Research, extensive preparation, training, individualized feedback and recap for (3) client-selected crisis scenarios	\$18,000

G. RELEVANT EXPERIENCE + CASE STUDIES

Case STUDIES

SPACE COAST OFFICE OF TOURISM BREVARD COUNTY, FLORIDA

CHALLENGE

Following the retirement of the Space Shuttle program, the region suffered from declining visitation and a narrative of obsolescence. The mission: reposition Florida's Space Coast as a forward-looking destination and attract a broader base of travelers, particularly during slower seasons.

STRATEGIC SOLUTION

- Developed a region-wide brand narrative that emphasized innovation, eco-tourism and launch culture
- Coordinated high-profile media opportunities, including CNN International's Business Traveler, which reached 380 million households in 200+ countries
- Launched "pop-up" local events and digital campaigns to ignite local pride and visitor interest
- Designed seasonal messaging and PR activations to increase off-peak visitation

IMPACT

- Achieved double-digit growth in travel interest within 18 months
- Elevated the Space Coast's profile as a tech-forward, adventure-ready destination
- Generated sustained media coverage and improved brand clarity across markets



LEGOLAND® FLORIDA RESORT WINTER HAVEN, FLORIDA

Innovative Positioning | Integrated PR
Strategy | Community Engagement

CHALLENGE

Launch the world's largest LEGOLAND® theme park in one of the most crowded tourism markets on the planet. The challenge: rise above Florida's legacy parks and captivate media, families and travel decision-makers on a global stage.

STRATEGIC SOLUTION

- Embedded with Merlin Entertainments' marketing team for 24 months
- Led national PR strategy from construction milestones to grand opening
- Managed all on-site press events and press operations during launch week
- Delivered targeted messaging to national and international family travel media
- Aligned PR efforts with Visit Florida and Merlin's global media team

IMPACT

- 3+ billion earned media impressions worldwide
- Extensive national coverage on The Today Show, FOX & Friends and in USA Today, Parents and Travel + Leisure
- Park exceeded attendance projections and was declared the "most successful and spectacular launch in company history" by Merlin Entertainments



ARNOLD PALMER INVITATIONAL ORLANDO, FLORIDA

Event PR | Crisis Communications | Brand Management

CHALLENGE

Keep one of the PGA TOUR's most prestigious events relevant, modern and top-of-mind while managing crisis strategy surrounding the passing of its namesake, Arnold Palmer.

STRATEGIC SOLUTION

- Served as full-service PR and marketing partner for 5+ years
- Developed and activated annual fan-focused campaigns (e.g. foodie tours and influencer programming)
- Managed 400+ credentialed media, news conferences and live broadcast logistics with NBC and the Golf Channel
- Led rapid-response media strategy following Mr. Palmer's death, including messaging, tributes and press support

IMPACT

- Double-digit growth in earned media and YOY ticket sales
- Re-signed Mastercard as title sponsor and sustained VIP hospitality growth
- Crisis planning allowed for a seamless transition to legacy programming, including new opening and closing ceremonies that we exclusively designed and executed to honor the Palmer family



CAREERSOURCE FLORIDA TALLAHASSEE, FLORIDA

Brand Management | Activation | Media
Relations

CHALLENGE

Unify Florida's workforce agency, its 26 independent boards and its 100+ career centers by creating and activating a new brand and shared brand system

STRATEGIC SOLUTION

- Articulate a powerful new brand story for the organization and express the brand's purpose, personality and persona
- Visually represent the brand through a new logo, positioning lines, messaging and Brand Standards Manual
- Engage statewide employees in the process and lead brand training
- Introduce the new brand inside the organization through town halls, events, communications tools and fun activities
- Roll the new brand out to stakeholders and those who use the services with a statewide news conference, visuals, facility signage and open houses

IMPACT

- Flawless execution that overcame even the most outspoken critics
- Brand has grown its value and remains strong and vibrant
- We were selected to manage similar statewide projects in Virginia and Alabama



You Seek. We Find.



Solutions that work for you

CareerSource Florida is a powerful, statewide network of workforce professionals who help employers of all sizes recruit, hire, train and keep the best and brightest employees. We are committed to finding the skilled, professional talent you seek.

Learn more about your regional services careersourceflorida.com   

CareerSource Florida is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Dependence on Spanish.

Know who's hiring? We do.

Find companies hiring right now
careersourceflorida.com

Find yourself yet? Start here.

Post-grad career coaching and placement.
careersourceflorida.com



H. REFERENCES

REFERENCES

ORLANDO HEALTH SOUTH LAKE HOSPITAL

Lance Sewell, CPA

President

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SVP Central Region Community

Banking Director

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SEMINOLE COUNTY GOV'T

Darren Gray

County Manager

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Former VP, PR & Community Engagement

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MONTVERDE ACADEMY

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CITY OF EUSTIS

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ICON PARK

Christopher Jaskiewicz

President & CEO

CJaskiewicz@ICONParkOrlando.com

407.501.4039

I. CLAIMS DISPUTES

NO CLAIMS

There are no claims against the firm and True North has not made claims against another business or entity.



City of Clermont
Procurement Services Department
685 W. Montrose Street
Clermont, FL 34711

VENDOR INFORMATION

The following information along with a current W-9 form must be provided to the Procurement Services Department for all new vendors and when current vendors remit information changes.

Name of Individual or Business: True North Marketing + Public Relations

Contact Person and Title: Lorri Shaban, APR, President

Vendor Street Address: 19151 Bridges Glen Lane

Vendor City, State, ZIP: Clermont, FL 34715

Vendor Mailing Address (if different from above): _____

Vendor Email Address: Lorri@BeTrueNorth.com

Vendor Email Address for Purchase Order (if different from above): _____

Phone Number: 407.496.0539 Fax Number: _____

Taxpayer Identification Number (include a copy of your W9 form): 93-1456931

Remit to Information (if different from above):

Payment Remit to Name: _____

Payment Remit to Address: _____

Payment Remit to City, State, ZIP: _____

Does the business accept invoice payment using the City's Virtual Credit Card? ☐ Yes ☐ No

If so, what is the preferred payment method? ☐ Check ☐ Virtual Card

Please return the completed Vendor Information along with the required W-9 form by email to:
procurementservices@clermontfl.org

For any questions, please call the Procurement Services Department at (352) 241-7350.

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) True North Marketing + Public Relations	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor ☐ C corporation ☒ S corporation ☐ Partnership ☐ Trust/estate ☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ ☐	
	5 Address (number, street, and apt. or suite no.). See instructions. 19151 Bridges Glen Lane	Requester's name and address (optional)
6 City, state, and ZIP code Clermont, FL 34715		
7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
or									
Employer identification number									
9	3	-	1	4	5	6	9	3	1

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 
------------------	--

Date August 21, 2025

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

must obtain your correct taxpayer identification number (TIN), which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid).
- Form 1099-DIV (dividends, including those from stocks or mutual funds).
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds).
- Form 1099-NEC (nonemployee compensation).
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers).
- Form 1099-S (proceeds from real estate transactions).
- Form 1099-K (merchant card and third-party network transactions).
- Form 1098 (home mortgage interest), 1098-E (student loan interest), and 1098-T (tuition).
- Form 1099-C (canceled debt).
- Form 1099-A (acquisition or abandonment of secured property).

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

Caution: If you don't return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued);
2. Certify that you are not subject to backup withholding; or
3. Claim exemption from backup withholding if you are a U.S. exempt payee; and
4. Certify to your non-foreign status for purposes of withholding under chapter 3 or 4 of the Code (if applicable); and
5. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting is correct. See *What Is FATCA Reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding. Payments made to foreign persons, including certain distributions, allocations of income, or transfers of sales proceeds, may be subject to withholding under chapter 3 or chapter 4 of the Code (sections 1441–1474). Under those rules, if a Form W-9 or other certification of non-foreign status has not been received, a withholding agent, transferee, or partnership (payor) generally applies presumption rules that may require the payor to withhold applicable tax from the recipient, owner, transferor, or partner (payee). See Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*.

The following persons must provide Form W-9 to the payor for purposes of establishing its non-foreign status.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the disregarded entity.
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the grantor trust.
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust and not the beneficiaries of the trust.

See Pub. 515 for more information on providing a Form W-9 or a certification of non-foreign status to avoid withholding.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person (under Regulations section 1.1441-1(b)(2)(iv) or other applicable section for chapter 3 or 4 purposes), do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515). If you are a qualified foreign pension fund under Regulations section 1.897(l)-1(d), or a partnership that is wholly owned by qualified foreign pension funds, that is treated as a non-foreign person for purposes of section 1445 withholding, do not use Form W-9. Instead, use Form W-8EXP (or other certification of non-foreign status).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a saving clause. Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if their stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first Protocol) and is relying on this exception to claim an exemption from tax on their scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called “backup withholding.” Payments that may be subject to backup withholding include, but are not limited to, interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third-party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester;
2. You do not certify your TIN when required (see the instructions for Part II for details);
3. The IRS tells the requester that you furnished an incorrect TIN;
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only); or
5. You do not certify to the requester that you are not subject to backup withholding, as described in item 4 under “*By signing the filled-out form*” above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier.

What Is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all U.S. account holders that are specified U.S. persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you are no longer tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

• **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note for ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040 you filed with your application.

• **Sole proprietor.** Enter your individual name as shown on your Form 1040 on line 1. Enter your business, trade, or "doing business as" (DBA) name on line 2.

• **Partnership, C corporation, S corporation, or LLC, other than a disregarded entity.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

• **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. Enter any business, trade, or DBA name on line 2.

• **Disregarded entity.** In general, a business entity that has a single owner, including an LLC, and is not a corporation, is disregarded as an entity separate from its owner (a disregarded entity). See Regulations section 301.7701-2(c)(2). A disregarded entity should check the appropriate box for the tax classification of its owner. Enter the owner's name on line 1. The name of the owner entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For

example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2. If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, enter it on line 2.

Line 3a

Check the appropriate box on line 3a for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3a.

IF the entity/individual on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation.
• Individual or • Sole proprietorship	Individual/sole proprietor.
• LLC classified as a partnership for U.S. federal tax purposes or • LLC that has filed Form 8832 or 2553 electing to be taxed as a corporation	Limited liability company and enter the appropriate tax classification: P = Partnership, C = C corporation, or S = S corporation.
• Partnership	Partnership.
• Trust/estate	Trust/estate.

Line 3b

Check this box if you are a partnership (including an LLC classified as a partnership for U.S. federal tax purposes), trust, or estate that has any foreign partners, owners, or beneficiaries, and you are providing this form to a partnership, trust, or estate, in which you have an ownership interest. You must check the box on line 3b if you receive a Form W-8 (or documentary evidence) from any partner, owner, or beneficiary establishing foreign status or if you receive a Form W-9 from any partner, owner, or beneficiary that has checked the box on line 3b.

Note: A partnership that provides a Form W-9 and checks box 3b may be required to complete Schedules K-2 and K-3 (Form 1065). For more information, see the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

If you are required to complete line 3b but fail to do so, you may not receive the information necessary to file a correct information return with the IRS or furnish a correct payee statement to your partners or beneficiaries. See, for example, sections 6698, 6722, and 6724 for penalties that may apply.

Line 4 Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third-party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space on line 4.

1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2).

- 2—The United States or any of its agencies or instrumentalities.
- 3—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities.
- 5—A corporation.
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or territory.
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission.
- 8—A real estate investment trust.
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940.
- 10—A common trust fund operated by a bank under section 584(a).
- 11—A financial institution as defined under section 581.
- 12—A middleman known in the investment community as a nominee or custodian.
- 13—A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
• Interest and dividend payments	All exempt payees except for 7.
• Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
• Barter exchange transactions and patronage dividends	Exempt payees 1 through 4.
• Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5. ²
• Payments made in settlement of payment card or third-party network transactions	Exempt payees 1 through 4.

¹ See Form 1099-MISC, Miscellaneous Information, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) entered on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37).

B—The United States or any of its agencies or instrumentalities.

C—A state, the District of Columbia, a U.S. commonwealth or territory, or any of their political subdivisions or instrumentalities.

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i).

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i).

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state.

G—A real estate investment trust.

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940.

I—A common trust fund as defined in section 584(a).

J—A bank as defined in section 581.

K—A broker.

L—A trust exempt from tax under section 664 or described in section 4947(a)(1).

M—A tax-exempt trust under a section 403(b) plan or section 457(g) plan.

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, enter "NEW" at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have, and are not eligible to get, an SSN, your TIN is your IRS ITIN. Enter it in the entry space for the Social security number. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/EIN. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or Form SS-4 mailed to you within 15 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and enter "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, you will generally have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon. See also *Establishing U.S. status for purposes of chapter 3 and chapter 4 withholding*, earlier, for when you may instead be subject to withholding under chapter 3 or 4 of the Code.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third-party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))**	The grantor*

For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing Form 1041 or under the Optional Filing Method 2, requiring Form 1099 (see Regulations section 1.671-4(b)(2)(i)(B))**	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name on line 1, and enter your business or DBA name, if any, on line 2. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.)

* **Note:** The grantor must also provide a Form W-9 to the trustee of the trust.

** For more information on optional filing methods for grantor trusts, see the Instructions for Form 1041.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information, such as your name, SSN, or other identifying information, without your permission to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax return preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity, or a questionable credit report, contact the IRS Identity Theft Hotline at 800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 877-777-4778 or TTY/TDD 800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Go to www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and territories for use in administering their laws. The information may also be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payors must generally withhold a percentage of taxable interest, dividends, and certain other payments to a payee who does not give a TIN to the payor. Certain penalties may also apply for providing false or fraudulent information.



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Florida Profit Corporation
TRUE NORTH MARKETING + PUBLIC RELATIONS, INC.

Filing Information

Document Number P23000039520
FEI/EIN Number 93-1456931
Date Filed 05/18/2023
Effective Date 05/15/2023
State FL
Status ACTIVE

Principal Address

19151 BRIDGES GLEN LANE
CLERMONT, FL 34715

Mailing Address

19151 BRIDGES GLEN LANE
CLERMONT, FL 34715

Registered Agent Name & Address

SHABAN, LORRI L
19151 BRIDGES GLEN LANE
CLERMONT, FL, FL 34715

Officer/Director Detail

Name & Address

Title P

SHABAN, LORRI L
19151 BRIDGES GLEN LANE
CLERMONT, FL 34715

Annual Reports

Report Year	Filed Date
2024	03/31/2024
2025	05/12/2025

Document Images

05/12/2025 -- ANNUAL REPORT	View image in PDF format
03/31/2024 -- ANNUAL REPORT	View image in PDF format
05/18/2023 -- Domestic Profit	View image in PDF format

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RESPONSE TABULATION

RFP 25-090, PUBLIC COMMUNICATION, SOCIAL MEDIA, AND BRAND MANAGEMENT SERVICES
SOLICITATION DEADLINE: AUGUST 21, 2025 AT 2:00 P.M. (EST)

COMPANY NAME, CITY, STATE
a5 Group, Inc d/b/a a5 Branding & Digital – Chicago, Illinois
Appleton Creative, Inc. – Orlando, Florida
Aura Holdings LLC – Kissimmee, Florida
Bold Digital Marketing, LLC d/b/a Bold Hispanic Marketing Agency – Orlando, Florida
Brendan Seymour d/b/a CMORE Technologies LLC – Orlando, Florida
Bright Rain Collaborative – Orlando, Florida
Calvo Capital LLC d/b/a OnlyinClermont – Clermont, Florida
Chatter Buzz Media – Orlando, Florida
Digital Sargeant – Clermont, Florida
Doris Bloodsworth d/b/a Crosswords Communications Co. LLC – Clermont, Florida
Jordyn Dean d/b/a Taylor Dean Media LLC – Katy, Texas
Madison Vaccaro LLC d/b/a Farmtrainer – Daytona Beach, Florida
Mass Inbound LLC – West Palm Beach, Florida



RESPONSE TABULATION

MD Marketing and Consulting, Inc. – Lauderdale, Florida
Prince William Living, d/b/a Imagine Design & Marketing – Manassas, Virginia
Quest d/b/a Quest Corporation of America, Inc. – Land O Lakes, Florida
Raftelis Financial Consultants, Inc. d/b/a Raftelis – Charlotte, North Carolina
Redevelopment Management Associates, LLC –Pompano Beach, Florida
Sentinel Crisis Solutions Inc. – Lady Lake, Florida
The AD Leaf Marketing Firm d/b/a The AD Leaf – Melbourne, Florida
True North Marketing + Public Relations – Clermont, Florida
YaniPaints, LLC d/b/a YKMD – Lauderdale, Florida



EVALUATION TABULATION

RFP No. RFP 25-090

Public Communication, Social Media, and Brand Management Services

RESPONSE DEADLINE: August 21, 2025 at 2:00 pm

EVALUATORS

Name	Title
Melinda Beltran	Public Information Officer
Brian Forman	Parks and Recreation Director
John Graczyk	Police Chief
Tracy Howe	City Clerk
Dan Matthys	Deputy City Manager
Chuck Stinson	Website Administrator / User Support

MEETING SUMMARY

The Evaluation Committee met on Monday, October 6, 2025, at 1:00 P.M. to review the results of their proposal evaluations. Each evaluator submitted their scores individually through OpenGov. During the meeting, the Procurement Manager presented a score summary, guided the committee through the results, and facilitated discussion on the evaluations. The committee unanimously agreed with the summarized scores and confirmed the proposal rankings as presented. Based on the total average scores, the committee unanimously agreed to rank the firms accordingly. The top five firms, True North Marketing + Public Relations, Doris Bloodsworth d/b/a Crosswords Communications Co. LLC, Appleton Creative, Inc., Redevelopment Management Associates, LLC, and The AD Leaf Marketing Firm d/b/a The AD Leaf, were selected for award recommendation.

AGGREGATE SCORES SUMMARY

Vendor	Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Evaluator 6	Total Avg. Score (Max Score 100)	Rank Order
True North Marketing + Public Relations	46 (5.5)	99 (1)	84 (1)	95.5 (1)	73.5 (2)	97.5 (1)	82.58	1
Crosswords Communications Co.	52 (2)	89 (9)	79 (2)	75 (6)	79.5 (1)	85 (4)	76.58	2
Appleton Creative	54 (1)	92 (5)	73 (3)	82.5 (3)	72 (4)	72.5 (16.5)	74.33	3
Redevelopment Management Associates	39 (12)	86 (11)	66.5 (8)	74.5 (7)	71.5 (5.5)	89 (2)	71.08	4
The AD Leaf Marketing Firm	38 (15.5)	94 (2)	70 (6)	79 (4)	68.5 (11.5)	76 (13.5)	70.92	5
a5 Group, Inc d/b/a a5 Branding & Digital	49 (4)	74 (15)	57 (13)	84 (2)	70 (9)	79 (10.5)	68.83	6
Quest Corporation of America, Inc	51.5 (3)	87.5 (10)	66 (9)	69 (9)	67 (15)	71.5 (19.5)	68.75	7
Raftelis Financial Consultants, Inc.	37.5 (17)	85 (12)	58 (12)	76 (5)	70.5 (8)	84 (5)	68.5	8
Chatter Buzz Media	40.5 (9)	92 (5)	70.5 (4.5)	56.5 (13)	67.5 (14)	82 (7)	68.17	9
MD MARKETING AND CONSULTING	32.5 (20)	92 (5)	70.5 (4.5)	70.5 (8)	64 (17)	76 (13.5)	67.58	10
Sentinel Crisis Solutions Inc.	46 (5.5)	89.5 (8)	58.5 (11)	59 (12)	71.5 (5.5)	79 (10.5)	67.25	11
Calvo Capital LLC	39.5 (11)	90 (7)	51 (18)	49.5 (17)	73 (3)	88.5 (3)	65.25	12
Digital Sargeant	44 (7)	63 (18)	69 (7)	55.5 (15)	71 (7)	81 (9)	63.92	13
Bold Digital Marketing, LLC	38.5 (13.5)	75.5 (14)	53 (15)	63.5 (10)	68.5 (11.5)	72 (18)	61.83	14
Prince William Living, dba Imagine Design & Marketing	38.5 (13.5)	77.5 (13)	59.5 (10)	46 (18)	65.5 (16)	77.5 (12)	60.75	15
Mass Inbound LLC	41 (8)	63.5 (17)	52 (17)	56 (14)	68 (13)	81.5 (8)	60.33	16
YANIPAINTS	36 (18)	73 (16)	54.5 (14)	62.5 (11)	61 (18.5)	71.5 (19.5)	59.75	17
Aura Holdings LLC	40 (10)	92.5 (3)	52.5 (16)	15 (22)	69 (10)	83 (6)	58.67	18
Bright Rain Collaborative	38 (15.5)	59.5 (20)	43 (20)	51.5 (16)	58 (20.5)	74 (15)	54	19
CMORE Technologies LLC	33.5 (19)	62.5 (19)	48.5 (19)	45.5 (19)	61 (18.5)	72.5 (16.5)	53.92	20
Taylor Dean Media LLC	31 (21.5)	59 (21)	38 (21)	42.5 (20)	58 (20.5)	65 (21)	48.92	21
Madison Vaccaro LLC	31 (21.5)	4 (22)	18.5 (22)	30 (21)	43 (22)	43.5 (22)	28.33	22

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

VENDOR SCORES BY EVALUATION CRITERIA

Vendor	Company Overview 0-10 Points 5 Points (5%)	Understanding of the Project 0-10 Points 15 Points (15%)	Approach & Methodology 0-10 Points 15 Points (15%)	Work Plan & Timeline 0-10 Points 10 Points (10%)	Budget and Cost Proposal 0-10 Points 10 Points (10%)	Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	References 0-10 Points 10 Points (10%)	Business Location 0-5 Points 10 Points (10%)	Clarity and Quality of Submittal 0-10 Points 5 Points (5%)
True North Marketing + Public Relations	7.8	8.5	8.2	7.8	7.7	7.8	8.3	5	8.3
Crosswords Communications Co.	7.8	7.7	7.2	7	7.2	7.5	7.3	5	7.8
Appleton Creative	8.5	8	7.8	8	7	8.2	6.8	2	8.3
Redevelopment Management Associates	8.2	7.8	7.3	6.8	6.3	8.2	6.8	2	7.8
The AD Leaf Marketing Firm	8.2	7.8	7.8	7	7.7	7.2	6.3	2	8
a5 Group, Inc d/b/a a5 Branding & Digital	8.2	7.2	7.2	6.5	6.2	8	6.7	2	7.8
Quest Corporation of America, Inc	7.8	8	7.7	7.3	4.8	7.3	6.7	2	7.7
Raftelis Financial Consultants, Inc.	7.8	7.2	7.5	6.8	7	7.3	6.3	2	7.5
Chatter Buzz Media	8	7	7.3	7.2	6.3	7.3	6.7	2	7.7

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Public Communication, Social Media, and Brand Management Services

Vendor	Company Overview 0-10 Points 5 Points (5%)	Understanding of the Project 0-10 Points 15 Points (15%)	Approach & Methodology 0-10 Points 15 Points (15%)	Work Plan & Timeline 0-10 Points 10 Points (10%)	Budget and Cost Proposal 0-10 Points 10 Points (10%)	Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	References 0-10 Points 10 Points (10%)	Business Location 0-5 Points 10 Points (10%)	Clarity and Quality of Submittal 0-10 Points 5 Points (5%)
MD MARKETING AND CONSULTING	7.8	7	7.3	6.8	6.5	7.3	6.3	2	7.7
Sentinel Crisis Solutions Inc.	6.7	6.5	6.3	6.2	6.5	6.3	6.2	5	6.3
Calvo Capital LLC	5.8	6	6.2	6	6.3	6.2	6.5	5	5.8
Digital Sargeant	7	6.3	6.5	6	4.7	5.8	5.7	5	6.3
Bold Digital Marketing, LLC	6.2	7.2	6.5	6.7	5.2	5.8	7.3	2	6.8
Prince William Living, dba Imagine Design & Marketing	6.2	5.7	6.2	6	7.2	6.7	6.2	2	6.5
Mass Inbound LLC	6.8	6.5	6.3	6.2	6.3	5.8	6.2	2	6.7
YANIPAINTS	6	6	5.8	6.5	5.2	6.3	7.5	2	6.3
Aura Holdings LLC	6	6.2	6.2	6	7	5.8	5.7	2	5.7
Bright Rain Collaborative	5.8	5.7	5.2	6	5	5.3	6.7	2	5
CMORE Technologies LLC	5.3	5.8	6.5	6	5.7	4.7	5.3	2	4.8
Taylor Dean Media LLC	4.8	5.3	5	5.3	5	4.7	5	2	4.7

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Public Communication, Social Media, and Brand Management Services

Vendor	Company Overview 0-10 Points 5 Points (5%)	Understanding of the Project 0-10 Points 15 Points (15%)	Approach & Methodology 0-10 Points 15 Points (15%)	Work Plan & Timeline 0-10 Points 10 Points (10%)	Budget and Cost Proposal 0-10 Points 10 Points (10%)	Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	References 0-10 Points 10 Points (10%)	Business Location 0-5 Points 10 Points (10%)	Clarity and Quality of Submittal 0-10 Points 5 Points (5%)
Madison Vaccaro LLC	3.3	3.7	3.2	3.3	1.5	1.7	3	2	2.5

Vendor	Total Score (Max Score 100)
True North Marketing + Public Relations	82.58
Crosswords Communications Co.	76.58
Appleton Creative	74.33
Redevelopment Management Associates	71.08
The AD Leaf Marketing Firm	70.92
a5 Group, Inc d/b/a a5 Branding & Digital	68.83
Quest Corporation of America, Inc	68.75
Raftelis Financial Consultants, Inc.	68.5
Chatter Buzz Media	68.17
MD MARKETING AND CONSULTING	67.58
Sentinel Crisis Solutions Inc.	67.25
Calvo Capital LLC	65.25
Digital Sargeant	63.92
Bold Digital Marketing, LLC	61.83
Prince William Living, dba Imagine Design & Marketing	60.75
Mass Inbound LLC	60.33
YANIPAINTS	59.75

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Vendor	Total Score (Max Score 100)
Aura Holdings LLC	58.67
Bright Rain Collaborative	54
CMORE Technologies LLC	53.92
Taylor Dean Media LLC	48.92
Madison Vaccaro LLC	28.33

INDIVIDUAL PROPOSAL SCORES

a5 Group, Inc d/b/a a5 Branding & Digital	
Company Overview 0-10 Points 5 Points (5%)	
	Evaluator 1: 5
	Evaluator 2: 8
	Evaluator 3: 10
Clearly described their operational capacity. This company has worked with multiple municipalities throughout the US. Very experienced staff	
	Evaluator 4: 9
	Evaluator 5: 8
Very experienced staff	
	Evaluator 6: 9
Understanding of the Project 0-10 Points 15 Points (15%)	
	Evaluator 1: 5
	Evaluator 2: 8
	Evaluator 3: 5
	Evaluator 4: 10

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 5: 7

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 5

Evaluator 2: 7

Evaluator 3: 5

Provided a comprehensive approach. I would have liked to have seen them mention enhancing local existing events, rather than suggesting ice cream socials or art festivals. Outlined a clear management plan.

Evaluator 4: 10

Evaluator 5: 8

Evaluator 6: 8

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 5

Evaluator 2: 8

Evaluator 3: 2

Provided a chart consisting of months and deliverables.

Evaluator 4: 9

Evaluator 5: 7

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 5

Evaluator 2: 8

Evaluator 3: 2

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Provided a cost per each service, but did not provide an overall budget of what they expect the cost to be for this project. The hourly rate of \$175, appeared to be an estimation as well.

Evaluator 4: 9

Evaluator 5: 6

fees broken down monthly, quarterly, per event and hourly.

Evaluator 6: 7

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 5

Evaluator 2: 8

Evaluator 3: 9

Provided media examples from other municipal projects that were amazing. I would have liked to have seen examples from Florida, which they reference. The Oregon tourism campaign samples were stunning and showed how they could highlight Clermont.

Evaluator 4: 9

Evaluator 5: 8

Lots of relevant experience

Evaluator 6: 9

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 5

Evaluator 2: 8

Evaluator 3: 6

2 references Did not provide strong endorsements Both references were relevant to the Clermont project.

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 9

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

Evaluator 4: 2

Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 5

Evaluator 2: 7

Evaluator 3: 10

Very well organized and professional presentation. The media samples were engaging and drew my attention. Covered all aspects of the RFP.

Evaluator 4: 9

Evaluator 5: 7

Evaluator 6: 9

Appleton Creative**Company Overview | 0-10 Points | 5 Points (5%)**

Evaluator 1: 6

Evaluator 2: 10

Evaluator 3: 9

The overview of their business demonstrated they have the capacity and expertise to take on this project. The pictures of the team members and brief, yet descriptive, bios highlighted the talent of the team.

	Evaluator 4: 10
	Evaluator 5: 8
Lots of internal talent	
	Evaluator 6: 8
Understanding of the Project 0-10 Points 15 Points (15%)	
	Evaluator 1: 6
	Evaluator 2: 10
	Evaluator 3: 6
Provided a clear understanding of the project. The information was provided in a simple, yet effective manner.	
	Evaluator 4: 10
	Evaluator 5: 8
	Evaluator 6: 8
Approach & Methodology 0-10 Points 15 Points (15%)	
	Evaluator 1: 6
	Evaluator 2: 10
	Evaluator 3: 6
Described a sound strategy, I would have liked to have seen a better description of which stakeholders they would communicate with.	
	Evaluator 4: 10
	Evaluator 5: 8
well laid out plan	
	Evaluator 6: 7
Work Plan & Timeline 0-10 Points 10 Points (10%)	
	Evaluator 1: 6

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 2: 10

Evaluator 3: 8

Provided clear phases and milestones. The timeline provided seemed reasonable and achievable. Available to begin project as soon as the contract is executed.

Evaluator 4: 9

Evaluator 5: 7

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 8

\$118k - \$186.5k is the proposed budget May offer reduced government rates where applicable Able to work within a defined budget
Clear breakdown of services that can be rendered

Evaluator 4: 9

Evaluator 5: 6

monthly and one-time costs upwards of \$186k - \$217k

Evaluator 6: 7

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 5

Evaluator 2: 10

Evaluator 3: 10

Provided examples from Bella Collina, Pet Alliance of Greater Orlando, Special Olympics Florida, Orlando Health and others. The media samples provided were very well done and captured my attention. Highlighted good relationships with local media outlets.

Evaluator 4: 8

Evaluator 5: 8

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

excellent outreach and case studies

Evaluator 6: 8

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 6

Evaluator 2: 10

Evaluator 3: 6

Provided 4 references with all the necessary contact information. Did not mention Special Olympics Florida as a reference who is headquartered in Clermont.

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 7

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

Evaluator 4: 2

Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 6

Evaluator 2: 10

Evaluator 3: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

This presentation was very well organized and easy to read. The presentation provided all the requested material and provided captivating media samples.

Evaluator 4: 9

Evaluator 5: 8

Evaluator 6: 8

Aura Holdings LLC

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 5

Good Description of team members and roles. Generic area of expertise presentation

Evaluator 4: 1

Evaluator 5: 7

Evaluator 6: 9

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 6

The Our Perspective section was enjoyable to read

Evaluator 4: 1

Evaluator 5: 7

Evaluator 6: 10

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 6

Evaluator 4: 1

Evaluator 5: 8

Evaluator 6: 8

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 5

Did not see a defined timeline per phase Start date of 10/1/25

Evaluator 4: 1

Evaluator 5: 8

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 8

Annual budget cost not to exceed \$50,000 Crisis Communication is additional Spanish-language translation is additional

Evaluator 4: 3

Evaluator 5: 8

max \$53K/year + additional hourly rate options for videography, crisis support, etc.

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 6: 9

Relevant Experience and Case Studies 0-10 Points 20 Points (20%)
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Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 4

The Facebook link to the Clermont page was well done. I would have liked to see more media examples from other projects.

Evaluator 4: 1

Evaluator 5: 7

Evaluator 6: 9

References 0-10 Points 10 Points (10%)
--

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 5

Provided the required information. Did not highlight any comments or endorsements from previous clients.

Evaluator 4: 1

Evaluator 5: 6

Keller Williams Realty and Maria Lucero Piza

Evaluator 6: 8

Business Location 0-5 Points 10 Points (10%)
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Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

Evaluator 4: 2

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services
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Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 4

The presentation was well organized. I did not see a claims dispute section in the presentation. The presentation could have been more engaging by utilizing more medial samples.

Evaluator 4: 1

Evaluator 5: 6

was done in word, not pdf

Evaluator 6: 9

Bold Digital Marketing, LLC**Company Overview | 0-10 Points | 5 Points (5%)**

Evaluator 1: 3

Evaluator 2: 9

Evaluator 3: 5

The overview mentioned that they have worked with municipalities, but did not name any municipalities. The overview of services was generic. I did like to see that their staff is bilingual.

Evaluator 4: 6

Evaluator 5: 7

Evaluator 6: 7

Understanding of the Project | 0-10 Points | 15 Points (15%)

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 8

Demonstrated a clear understanding of the of the project. I liked how they referenced current and ongoing projects within the City and how they could enhance those initiatives. They also addressed shifting demographics in their presentation.

Evaluator 4: 7

Evaluator 5: 8

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 5

This section could have been condensed as it became repetitive. I did like the mention of town hall meetings and surveys as an avenue to communicate with our residents. English\Spanish materials will be helpful.

Evaluator 4: 7

Evaluator 5: 7

Evaluator 6: 7

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 6

Provided a weekly breakdown of each phase and deliverables associated with each phase. Outlined priority campaigns that mentioned Olympus and the Downtown Master Plan.

Evaluator 4: 6

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 5: 8

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 5

Evaluator 3: 2

\$246k for the annual cost. Also provided a monthly breakdown. Detailed budget with hourly rates and breakdown of services. The headers for this section seemed to be misaligned with the information below the headers.

Evaluator 4: 6

Evaluator 5: 6

Total annual cost \$246K + hourly rate (media management: \$120/hr, crisis response: \$220/hr, video production : \$150/hr, and focus groups/surveys: \$120/hr).

Evaluator 6: 9

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 3

Highlighted OUC, Orlando Magic, Advent Health marketing campaigns that appeared to be more specific to the Hispanic community. Did not highlight any local government projects, although it was stated they have worked in Orange, Osceola, Seminole and Lake County. Provided nice creative examples.

Evaluator 4: 6

Evaluator 5: 7

good examples of experience

Evaluator 6: 7

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 10

Provided 3 reference letters that highlighted the excellent work they completed for those clients.

Evaluator 4: 8

Evaluator 5: 7

Evaluator 6: 7

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

Evaluator 4: 2

Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 6

Overall a very well organized presentation with a couple of errors noted in previous sections. A few of the sections could have been condensed which would have made the presentation less redundant.

Evaluator 4: 7

Evaluator 5: 7

Evaluator 6: 8

Bright Rain Collaborative

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 5

Provided the name and address of the business, but I did not see a website. Met the criteria for this section.

Evaluator 4: 6

Evaluator 5: 6

Evaluator 6: 8

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 5

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 5

Evaluator 3: 3

Provided a general strategic approach, but it lacked originality.

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 4: 5
Evaluator 5: 6
Evaluator 6: 8
Work Plan & Timeline 0-10 Points 10 Points (10%)
Evaluator 1: 4
Evaluator 2: 7
Evaluator 3: 5
Evaluator 4: 6
Evaluator 5: 6
Evaluator 6: 8
Budget and Cost Proposal 0-10 Points 10 Points (10%)
Evaluator 1: 4
Evaluator 2: 7
Evaluator 3: 1
\$192k annually. Did not provide optional services and associated costs. Did state additional video or campaign activations can be scoped separately but did not provide a cost. Very general budget that highlighted 5 areas of service.
Evaluator 4: 5
Evaluator 5: 6
\$192k
Evaluator 6: 7
Relevant Experience and Case Studies 0-10 Points 20 Points (20%)
Evaluator 1: 3
Evaluator 2: 6

Evaluator 3: 4

Redevelopment and rebrand initiatives that are relevant to the RFP. The medial samples provided were okay, but not captivating. The outcomes for each example were insightful.

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 8

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 7

Evaluator 3: 10

3 reference letters provided. Very strong endorsements for Bright Rain.

Evaluator 4: 6

Evaluator 5: 6

Evaluator 6: 7

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

Evaluator 4: 2

Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 4

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 2: 6

Evaluator 3: 1

This presentation did not stand out from the rest. It appeared to be a very basic presentation, with black text on a white screen.

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 8

Calvo Capital LLC

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 3

Evaluator 2: 9

Evaluator 3: 4

They provided the requested information, but did not expand on their areas of expertise.

Evaluator 4: 4

Evaluator 5: 6

Evaluator 6: 9

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 9

Evaluator 3: 4

Demonstrated a good understanding of the project. Utilized 7 bullet points to outline the core objectives.

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 9

EVALUATION TABULATION

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 9

Evaluator 3: 6

Outlined their strategic approach in a simple format. The originality of their presentation was displayed when they described what they could do for multiple events within Clermont. A good point was made when they described the local first approach.

Evaluator 4: 4

Evaluator 5: 7

Evaluator 6: 8

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 9

Evaluator 3: 5

Evaluator 4: 4

Evaluator 5: 7

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 5

\$161,280 Provided a detailed budget.

Evaluator 4: 5

Evaluator 5: 7

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

\$161k - everything is hourly basis

Evaluator 6: 9

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 3

Evaluator 2: 9

Evaluator 3: 4

Provided 10 examples. The examples highlighted projects with local businesses or city departments. The outcomes of their projects demonstrate a history of success.

Evaluator 4: 4

Evaluator 5: 8

Lots of Clermont experience

Evaluator 6: 9

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 5

6 references No letters of reference stating an endorsement All of the references are local

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 9

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 5

Evaluator 2: 5

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 3: 5
Evaluator 4: 5
Evaluator 5: 5
Evaluator 6: 5

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 4
Evaluator 2: 9
Evaluator 3: 2
The presentation was professional and well organized. The medial samples provided in the addendum were small and difficult to read Black text on white background for the entire presentation
Evaluator 4: 4
Evaluator 5: 7
Evaluator 6: 9

Chatter Buzz Media

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 10
Demonstrated the operational capacity and they have may experienced personnel. Did a good job of describing their relevant expertise. The photos and bios of the team members were concise and well done.
Evaluator 4: 7
Evaluator 5: 8
Evaluator 6: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 6

I did not see a clear communication plan in this section. Utilized statistical data to demonstrate the need for services Provided a thorough breakdown of the scope of work.

Evaluator 4: 6

Evaluator 5: 7

Evaluator 6: 9

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 8

In depth description of their strategy. Provided slogans, which were thought inspiring Community survey is a great idea they proposed.

Evaluator 4: 6

Evaluator 5: 7

Evaluator 6: 9

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 8

Thoroughly outlined the phases and milestones. The timeline seemed rapid, but achievable. Start date of October 1, 2025

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

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	Evaluator 4: 6
	Evaluator 5: 7
	Evaluator 6: 8
Budget and Cost Proposal 0-10 Points 10 Points (10%)	
	Evaluator 1: 4
	Evaluator 2: 8
	Evaluator 3: 5
\$192k Provided a budget that details services under 4 categories.	
	Evaluator 4: 5
	Evaluator 5: 8
under \$100k	
	Evaluator 6: 8
Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	
	Evaluator 1: 4
	Evaluator 2: 10
	Evaluator 3: 8
Demonstrated success in campaigns with Dade City, Fl and Visit Orlando, Fl. Media samples were engaging and relevant. The highlighted outcomes were impressive.	
	Evaluator 4: 6
	Evaluator 5: 7
	Evaluator 6: 9
References 0-10 Points 10 Points (10%)	
	Evaluator 1: 4

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 2: 10

Evaluator 3: 7

Provided 3 references. No letters of reference. Highlight references from Dade City, FDOH (Orange County), and City of Orlando's Downtown Development Board.

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 8

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

Evaluator 4: 2

Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 5

Evaluator 2: 10

Evaluator 3: 9

This presentation was very well put together. A good use of graphics and photos that kept the reader engaged. Captured all the requested information in their presentation.

Evaluator 4: 6

Evaluator 5: 7

Evaluator 6: 9

CMORE Technologies LLC**Company Overview | 0-10 Points | 5 Points (5%)**

Evaluator 1: 3

Evaluator 2: 6

Evaluator 3: 3

Very brief description of the company. Highlighted 4 personnel but did provide any previous experience the team may have Difficult to gauge capacity and qualification

Evaluator 4: 6

Evaluator 5: 6

Evaluator 6: 8

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 6

Evaluator 3: 6

Provided a brief, yet descriptive, narrative Utilized city demographic information effectively

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 7

Evaluator 3: 8

Provided a detailed strategy that incorporated innovative initiatives, such as QR codes at park and gamified challenges. Voices of Clermont is a great idea Presented a good project management plan, but would have liked to see more regarding crisis communication

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 6

Defined the phases and milestones Proposed a few new initiatives in the campaign design section Outlined a realistic schedule for their services. I did not see a start date in their presentation.

Evaluator 4: 6

Evaluator 5: 6

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 8

Evaluator 3: 4

\$157k Bullet point presentation under each section. Outlined add on services with costs

Evaluator 4: 5

Evaluator 5: 6

\$157k retainer + add-ons

Evaluator 6: 8

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 3

Evaluator 2: 6

Evaluator 3: 3

Did not mention any local government projects, but assisted with a festival in Miami Gardens. Also referenced 5,000 Role Models and Salt XO.

Evaluator 4: 3

Evaluator 5: 6

Evaluator 6: 7

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 7

Evaluator 3: 5

Provided 2 references No letters of reference from previous projects.

Evaluator 4: 4

Evaluator 5: 6

Evaluator 6: 7

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

Evaluator 4: 2

Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal 0-10 Points 5 Points (5%)
--

Evaluator 1: 3

Evaluator 2: 6

Evaluator 3: 2

This presentation lacked consistency when utilizing bold print. Very plain presentation that could have benefited from utilizing graphics or photos

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 7

Crosswords Communications Co.

Company Overview 0-10 Points 5 Points (5%)
--

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 10

They provided an organizational chart with assigned roles. Highlighted the experience of their staff and demonstrated their occupational capacity for this project.

Evaluator 4: 8

Evaluator 5: 9

Evaluator 6: 8

Understanding of the Project 0-10 Points 15 Points (15%)
--

Evaluator 1: 5

	Evaluator 2: 9
	Evaluator 3: 9
Described a deep understanding of the scope of work Presented photos to highlight a comprehensive communication plan	
	Evaluator 4: 7
	Evaluator 5: 8
great familiarity with Clermont	
	Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

	Evaluator 1: 4
	Evaluator 2: 8
	Evaluator 3: 8
Provided a detailed strategy that highlighted two methods they would implement to complete this project. Highlighted many local factors in the communications plan that drew my attention.	
	Evaluator 4: 7
	Evaluator 5: 8
	Evaluator 6: 8

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

	Evaluator 1: 5
	Evaluator 2: 9
	Evaluator 3: 5
Bullet point timeline that provided deliverables. Available to begin on 9/8/25.	
	Evaluator 4: 7
	Evaluator 5: 8
	Evaluator 6: 8

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 6

\$122,700 combining the consulting and operating expenses. I would have liked to have seen more detail in the budget. Monthly invoice.

Evaluator 4: 7

Evaluator 5: 7

\$122k/year

Evaluator 6: 9

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 5

Evaluator 2: 8

Evaluator 3: 8

This company highlighted many local successes they have had with the City of Groveland, Victory Pointe, and the South Lake Chamber.

Evaluator 4: 8

Evaluator 5: 7

Evaluator 6: 9

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 5

Evaluator 2: 10

Evaluator 3: 7

Provided 6 references. No letters of reference with strong endorsements. 5 were local references

Public Communication, Social Media, and Brand Management Services

Evaluator 4: 6
Evaluator 5: 8
Evaluator 6: 8

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 5
Evaluator 2: 5
Evaluator 3: 5
Evaluator 4: 5
Evaluator 5: 5
Evaluator 6: 5

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 5
Evaluator 2: 9
Evaluator 3: 9

Very engaging proposal Good use of medial samples to draw the attention of the reader Could have used more details in the budget section

Evaluator 4: 8
Evaluator 5: 8
Evaluator 6: 8

Digital Sargeant**Company Overview | 0-10 Points | 5 Points (5%)**

Evaluator 1: 4

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 2: 7

Evaluator 3: 8

Concise delivery of the overview Demonstrated they have the expertise and operational capacity for this project I would have liked to have seen photos of the employees in the presentation

Evaluator 4: 6

Evaluator 5: 8

Evaluator 6: 9

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 8

Concise and effective understanding of the assignment I liked that they highlighted their commitment to crisis ready support

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 7

Evaluator 3: 8

Provided a brief history of how Clermont has communicated in the past and described how they can\will improve communication. I enjoyed what they highlighted in the strategic pillar approach

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 6

Easy to follow phases and milestones. Could begin on this project 9/1/25 or upon agreed contract date

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 2

Evaluator 3: 6

\$186,516 - \$306,516 Provided a very detailed tiered budget approach. Invoiced monthly

Evaluator 4: 5

Evaluator 5: 6

\$185k+ year + add ons

Evaluator 6: 6

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 5

Has done projects in and around Clermont with local businesses, but did not highlight any municipal experience. Provided impressive outcomes for their clients Also provided a link to their portfolio.

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Page 38

Public Communication, Social Media, and Brand Management Services

Evaluator 4: 5
Evaluator 5: 7
Evaluator 6: 8
References 0-10 Points 10 Points (10%)
Evaluator 1: 3
Evaluator 2: 7
Evaluator 3: 5
Provided 5 references No letters of reference with strong endorsements
Evaluator 4: 5
Evaluator 5: 7
Evaluator 6: 7
Business Location 0-5 Points 10 Points (10%)
Evaluator 1: 5
Evaluator 2: 5
Evaluator 3: 5
Evaluator 4: 5
Evaluator 5: 5
Evaluator 6: 5
Clarity and Quality of Submittal 0-10 Points 5 Points (5%)
Evaluator 1: 4
Evaluator 2: 6
Evaluator 3: 8

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

The presentation was very well organized and provided detailed information . I would have liked to have seen more media samples throughout the presentation, however the portfolio link was very helpful.

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

Madison Vaccaro LLC

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 3

Evaluator 2: 0

Evaluator 3: 1

Too brief Provided 3 bullet points

Evaluator 4: 3

Evaluator 5: 6

Evaluator 6: 7

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 0

Evaluator 3: 2

Very generic understanding

Evaluator 4: 3

Evaluator 5: 6

Evaluator 6: 8

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 0

Evaluator 3: 1

Very concise and lacked originality

Evaluator 4: 3

Evaluator 5: 5

Evaluator 6: 7

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 0

Evaluator 3: 1

Evaluator 4: 3

Evaluator 5: 6

Evaluator 6: 7

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 0

Evaluator 3: 1

No budget provided

Evaluator 4: 3

Evaluator 5: 1

Evaluator 6: 1

Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	
	Evaluator 1: 3
	Evaluator 2: 0
	Evaluator 3: 1
Mentioned three topics, but did not provide any information to describe their relevant experience.	
	Evaluator 4: 2
	Evaluator 5: 3
	Evaluator 6: 1
References 0-10 Points 10 Points (10%)	
	Evaluator 1: 3
	Evaluator 2: 0
	Evaluator 3: 5
Provided 4 references No letters of reference with strong endorsements	
	Evaluator 4: 4
	Evaluator 5: 5
	Evaluator 6: 1
Business Location 0-5 Points 10 Points (10%)	
	Evaluator 1: 2
	Evaluator 2: 2
	Evaluator 3: 2
	Evaluator 4: 2
	Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal 0-10 Points 5 Points (5%)
--

Evaluator 1: 3

Evaluator 2: 0

Evaluator 3: 1

Well organized Too brief The presentation was not engaging The presentation could be improved by highlighting your experiences and using media samples.

Evaluator 4: 3

Evaluator 5: 3

Evaluator 6: 5

Mass Inbound LLC

Company Overview 0-10 Points 5 Points (5%)
--

Evaluator 1: 5

Evaluator 2: 6

Evaluator 3: 7

Evaluator 4: 7

Evaluator 5: 7

Evaluator 6: 9

Understanding of the Project 0-10 Points 15 Points (15%)
--

Evaluator 1: 4

Evaluator 2: 7

Evaluator 3: 7

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Demonstrated a deep understanding highlighted the chain of lakes, the South Lake trail, CPAC and other locations

Evaluator 4: 6

Evaluator 5: 7

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 5

Provided a basic bullet point outline for their strategy Relied on Spectrum data to drive home their point

Evaluator 4: 7

Evaluator 5: 7

Evaluator 6: 9

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 7

Evaluator 3: 5

Defined 3 phases with milestones Bullet point outline for each phase

Evaluator 4: 6

Evaluator 5: 7

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 8

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 3: 3

Did not provide a transparent budget The total cost is \$81,000 but I am not sure that is correct. The Public Comm Strategy annual total is shown to cost \$110,000. Monthly invoice, net 30

Evaluator 4: 5

Evaluator 5: 8

\$81k/year plus \$6750 in deliverable costs

Evaluator 6: 10

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 4

Evaluator 2: 6

Evaluator 3: 5

No local comparable settings Demonstrated success with their clients No municipal or government experience was highlighted

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 7

Evaluator 3: 5

4 references No letters of reference with strong endorsements

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 9

Business Location 0-5 Points 10 Points (10%)	
	Evaluator 1: 2
	Evaluator 2: 2
	Evaluator 3: 2
	Evaluator 4: 2
	Evaluator 5: 2
	Evaluator 6: 2

Clarity and Quality of Submittal 0-10 Points 5 Points (5%)	
	Evaluator 1: 5
	Evaluator 2: 6
	Evaluator 3: 7
Well organized and professionally done Good use of media samples throughout the presentation.	
	Evaluator 4: 6
	Evaluator 5: 7
	Evaluator 6: 9

MD MARKETING AND CONSULTING	
Company Overview 0-10 Points 5 Points (5%)	
	Evaluator 1: 3
	Evaluator 2: 10
	Evaluator 3: 10
Demonstrated their capacity, expertise and experience in this section. Informative bios of personnel that highlighted specific projects	
	Evaluator 4: 8

Evaluator 5: 8

Evaluator 6: 8

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 10

Evaluator 3: 7

Described a good understanding of the scope of work Well written

Evaluator 4: 7

Evaluator 5: 7

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 10

Evaluator 3: 9

Provided a concise strategy Great plan to engage with local market dynamics Simple yet effective management structure and communication plan.

Evaluator 4: 8

Evaluator 5: 6

Evaluator 6: 8

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 5

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Provided phases and milestones

Evaluator 4: 8

Evaluator 5: 6

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 8

Evaluator 3: 6

\$144,000 - \$168,000 dependent upon which option is selected Provided detailed information on what services would be provided

Evaluator 4: 7

Evaluator 5: 7

\$144k - \$168k annually

Evaluator 6: 8

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 3

Evaluator 2: 10

Evaluator 3: 8

No clients near Clermont, however the have worked with the City of Miami Gardens, City of Albany, Ga, and Lauderdale Lakes. The media samples they provided were stunning.

Evaluator 4: 8

Evaluator 5: 7

Evaluator 6: 8

References | 0-10 Points | 10 Points (10%)

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 1: 3
Evaluator 2: 10
Evaluator 3: 6
Provided 2 references (1 from Lauderdale Lakes and 1 from Miami Gardens) No letters of endorsement
Evaluator 4: 5
Evaluator 5: 6
Evaluator 6: 8

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2
Evaluator 2: 2
Evaluator 3: 2
Evaluator 4: 2
Evaluator 5: 2
Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 9
Well organized and professional presentation The media samples provided added value to the presentation
Evaluator 4: 8
Evaluator 5: 7
Evaluator 6: 8

Prince William Living, dba Imagine Design & Marketing

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 5

Very brief overview I would have liked to have seen more information detailing

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 4

Described a basic understanding of the scope of work.

Evaluator 4: 4

Evaluator 5: 6

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 7

Evaluator 3: 7

Provided a concise description of their strategy ongoing data analysis and community engagement Crisis communication plan for staff

Evaluator 4: 5

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

	Evaluator 5: 7
	Evaluator 6: 8
Work Plan & Timeline 0-10 Points 10 Points (10%)	
	Evaluator 1: 4
	Evaluator 2: 8
	Evaluator 3: 5
Bullet point format Start date of Oct. 1, 2025	
	Evaluator 4: 4
	Evaluator 5: 7
	Evaluator 6: 8
Budget and Cost Proposal 0-10 Points 10 Points (10%)	
	Evaluator 1: 4
	Evaluator 2: 10
	Evaluator 3: 7
\$78,000 annual cost Cost effective, but not very detailed. Invoiced monthly	
	Evaluator 4: 5
	Evaluator 5: 8
\$78k annually + specific costs for extra services	
	Evaluator 6: 9
Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	
	Evaluator 1: 4
	Evaluator 2: 8
	Evaluator 3: 8

No local projects, but highlighted similar projects out of state. Very well done portfolio

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 5

4 references No letters of reference with strong endorsements

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 8

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2

Evaluator 4: 2

Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 7
Evaluator 4: 4
Evaluator 5: 7
Evaluator 6: 9

Quest Corporation of America, Inc

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 5
Evaluator 2: 10
Evaluator 3: 7
Demonstrated capacity and expertise I would have liked to see more info about core services Brief descriptions of team members with photos
Evaluator 4: 9
Evaluator 5: 8
Lot's of experience in government work
Evaluator 6: 8

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 6
Evaluator 2: 10
Evaluator 3: 10
Described a great understanding of the project
Evaluator 4: 8
Evaluator 5: 7
Evaluator 6: 7

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 5

Evaluator 2: 10

Evaluator 3: 8

Provided a comprehensive strategy (conduct surveys, develop\maintain media relations, develop meaningful relationships) Provided a good communication plan that also highlighted a social media plan. I would have liked to see more about a crisis comm plan

Evaluator 4: 7

Evaluator 5: 8

Evaluator 6: 8

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 6

Evaluator 2: 10

Evaluator 3: 5

Did not provide a start date Described 3 phases with deliverables for each phase

Evaluator 4: 8

Evaluator 5: 7

Evaluator 6: 8

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 5

Evaluator 2: 4

Evaluator 3: 1

\$287,540 Net 30 days

Evaluator 4: 7

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

	Evaluator 5: 5
total annual price \$287,540+	
	Evaluator 6: 7
Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	
	Evaluator 1: 5
	Evaluator 2: 10
	Evaluator 3: 8
Completed projects within the State of Florida to include the City of St. Cloud Provided outstanding media samples	
	Evaluator 4: 7
	Evaluator 5: 7
	Evaluator 6: 7
References 0-10 Points 10 Points (10%)	
	Evaluator 1: 5
	Evaluator 2: 10
	Evaluator 3: 5
3 references No letters of reference with strong endorsements	
	Evaluator 4: 5
	Evaluator 5: 7
	Evaluator 6: 8
Business Location 0-5 Points 10 Points (10%)	
	Evaluator 1: 2
	Evaluator 2: 2
	Evaluator 3: 2

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 4: 2

Evaluator 5: 2

Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 5

Evaluator 2: 9

Evaluator 3: 9

Very well organized and professional presentation I loved the use the current logo and landmarks within Clermont.

Evaluator 4: 8

Evaluator 5: 7

Evaluator 6: 8

Raftelis Financial Consultants, Inc.**Company Overview | 0-10 Points | 5 Points (5%)**

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 8

Provided a lengthy description of core services Provided an organizational chart and description of all team members. Mentioned stormwater and solid waste services

Evaluator 4: 9

Evaluator 5: 8

several qualified staff

Evaluator 6: 9

Understanding of the Project 0-10 Points 15 Points (15%)	
	Evaluator 1: 3
	Evaluator 2: 9
	Evaluator 3: 6
Demonstrated a good understanding of the project	
	Evaluator 4: 9
	Evaluator 5: 7
	Evaluator 6: 9
Approach & Methodology 0-10 Points 15 Points (15%)	
	Evaluator 1: 4
	Evaluator 2: 9
	Evaluator 3: 7
A detailed and lengthy strategy to accomplish the scope of work Short description of how local dynamics would be considered Detailed project structure and good communication plan.	
	Evaluator 4: 8
	Evaluator 5: 8
	Evaluator 6: 9
Work Plan & Timeline 0-10 Points 10 Points (10%)	
	Evaluator 1: 4
	Evaluator 2: 9
	Evaluator 3: 5
	Evaluator 4: 8
	Evaluator 5: 7

Evaluator 6: 8

Budget and Cost Proposal 0-10 Points 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 9

Evaluator 3: 5

\$120,000 Provided a general budget by service area I did not see any pricing for additional services

Evaluator 4: 9

Evaluator 5: 8

fixed fee of \$120,000/year

Evaluator 6: 8

Relevant Experience and Case Studies 0-10 Points 20 Points (20%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 6

They provided 3 municipal projects with highlights as well as a list of other projects I would have liked to have seen more in terms of outcomes\metrics.

Evaluator 4: 8

Evaluator 5: 7

Evaluator 6: 10

References 0-10 Points 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 5

3 references provided No letters of reference with strong endorsements No local references

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

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Evaluator 4: 5
Evaluator 5: 7
Evaluator 6: 8

Business Location 0-5 Points 10 Points (10%)

Evaluator 1: 2
Evaluator 2: 2
Evaluator 3: 2
Evaluator 4: 2
Evaluator 5: 2
Evaluator 6: 2

Clarity and Quality of Submittal 0-10 Points 5 Points (5%)

Evaluator 1: 4
Evaluator 2: 9
Evaluator 3: 7
Evaluator 4: 8
Evaluator 5: 8
Evaluator 6: 9

Redevelopment Management Associates
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Company Overview 0-10 Points 5 Points (5%)

Evaluator 1: 3
Evaluator 2: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 3: 9

Described their capacity, expertise and highlighted their personnel Brief description of of core services and areas of expertise I liked the photos, bios, and organizational chart that was provided

Evaluator 4: 9

Evaluator 5: 9

specialize in redevelopment and economic development

Evaluator 6: 10

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 8

Provided a deep understanding and highlighted why they are capable of taking on this project

Evaluator 4: 8

Evaluator 5: 8

Evaluator 6: 9

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 8

Detailed description of strategy and it was engaging Good description of how they would utilize local markets and engage with the community.

Evaluator 4: 7

Evaluator 5: 8

Evaluator 6: 9

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 5

Provided a chart that generally outlined the work plan and timeline

Evaluator 4: 7

Evaluator 5: 7

Evaluator 6: 9

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 4

Provided a detailed budget broken down by services Did not provide their anticipated cost for services

Evaluator 4: 7

Evaluator 5: 5

total annual price \$287,540+rice is hourly based on staff so hard to compare

Evaluator 6: 9

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 8

Provided several similar projects within Florida The media samples highlighted their efforts and outcomes

Evaluator 4: 10

Evaluator 5: 8

Evaluator 6: 10
References 0-10 Points 10 Points (10%)
Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 5
6 references No letters of reference with strong endorsements
Evaluator 4: 5
Evaluator 5: 7
Evaluator 6: 10
Business Location 0-5 Points 10 Points (10%)
Evaluator 1: 2
Evaluator 2: 2
Evaluator 3: 2
Evaluator 4: 2
Evaluator 5: 2
Evaluator 6: 2
Clarity and Quality of Submittal 0-10 Points 5 Points (5%)
Evaluator 1: 3
Evaluator 2: 9
Evaluator 3: 8
Evaluator 4: 9
Evaluator 5: 8

Evaluator 6: 10

Sentinel Crisis Solutions Inc.

Company Overview 0-10 Points 5 Points (5%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 8

Easy to follow bullet point style description Photos, bios, and organizational chart were well done

Evaluator 4: 6

Evaluator 5: 6

small firm but lots of experience

Evaluator 6: 7

Understanding of the Project 0-10 Points 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 8

Evaluator 3: 7

Clear understanding of the project and challenges\opportunities facing Clermont

Evaluator 4: 6

Evaluator 5: 7

Evaluator 6: 7

Approach & Methodology 0-10 Points 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services
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	Evaluator 3: 5
	Evaluator 4: 5
	Evaluator 5: 7
	Evaluator 6: 8

Work Plan & Timeline 0-10 Points 10 Points (10%)	
	Evaluator 1: 4
	Evaluator 2: 9
	Evaluator 3: 5
	Evaluator 4: 5
	Evaluator 5: 6
	Evaluator 6: 8

Budget and Cost Proposal 0-10 Points 10 Points (10%)	
	Evaluator 1: 4
	Evaluator 2: 9
	Evaluator 3: 6
\$120,000 Detailed description of their budget	Evaluator 4: 5
	Evaluator 5: 8
\$120,000 all in	Evaluator 6: 7

Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	
	Evaluator 1: 4
	Evaluator 2: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 3: 4
Evaluator 4: 6
Evaluator 5: 7
Evaluator 6: 8

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 4
Evaluator 2: 9
Evaluator 3: 5
2 references No letters of reference with strong endorsements
Evaluator 4: 5
Evaluator 5: 6
Evaluator 6: 8

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 5
Evaluator 2: 5
Evaluator 3: 5
Evaluator 4: 5
Evaluator 5: 5
Evaluator 6: 5

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 4
Evaluator 2: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 3: 5

Organized and professional Could have used more media samples in the presentation

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 8

Taylor Dean Media LLC**Company Overview | 0-10 Points | 5 Points (5%)**

Evaluator 1: 3

Evaluator 2: 6

Evaluator 3: 3

Very brief Did not highlight the company's operational capacity.

Evaluator 4: 4

Evaluator 5: 6

smaller company, but experienced

Evaluator 6: 7

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 5

Evaluator 3: 5

Demonstrated a basic understanding of the scope of work. Well written paragraph on their approach

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 8

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Approach & Methodology 0-10 Points 15 Points (15%)	
	Evaluator 1: 3
	Evaluator 2: 7
	Evaluator 3: 3
Very basic description that lacked originality	
	Evaluator 4: 4
	Evaluator 5: 6
	Evaluator 6: 7
Work Plan & Timeline 0-10 Points 10 Points (10%)	
	Evaluator 1: 3
	Evaluator 2: 6
	Evaluator 3: 4
Met minimum requirements Did not mention a start date	
	Evaluator 4: 4
	Evaluator 5: 7
	Evaluator 6: 8
Budget and Cost Proposal 0-10 Points 10 Points (10%)	
	Evaluator 1: 3
	Evaluator 2: 6
	Evaluator 3: 3
Tiered approach that ranged from \$96,000 - \$240,000 No add on services were mentioned outside of the tiers Monthly retainer	
	Evaluator 4: 4
	Evaluator 5: 7

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

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Evaluator 6: 7

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

Evaluator 1: 3

Evaluator 2: 6

Evaluator 3: 4

Provided 5 examples No local projects, but provided great outcomes for the projects they chose to highlight. Media samples could have enhanced the presentation.

Evaluator 4: 4

Evaluator 5: 5

no municipal experience listed.

Evaluator 6: 6

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 7

Evaluator 3: 4

3 references No letters of reference with strong endorsements Did not provide all the contact information for the references

Evaluator 4: 5

Evaluator 5: 6

Evaluator 6: 5

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2

Evaluator 2: 2

Evaluator 3: 2
Evaluator 4: 2
Evaluator 5: 2
Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 3
Evaluator 2: 6
Evaluator 3: 3
Very plain presentation The presentation could have been enhanced by utilizing media samples from previous projects.
Evaluator 4: 4
Evaluator 5: 6
was done in Word, not pdf
Evaluator 6: 6

The AD Leaf Marketing Firm

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 9
In depth description of core services\areas of expertise Provided names, photos and expanded bios of the team members
Evaluator 4: 10
Evaluator 5: 7
good size team, lots of experience, Clermont local.
Evaluator 6: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 9

Very good understanding of the project Very descriptive and referenced the chain of lakes and gem of the hills history

Evaluator 4: 9

Evaluator 5: 7

Evaluator 6: 8

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 7

Presented a generic strategy and communication plan Engaging description of how they would consider local markets

Evaluator 4: 10

Evaluator 5: 8

Evaluator 6: 8

Work Plan & Timeline | 0-10 Points | 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 10

Evaluator 3: 6

Defined phases and milestones but, this section left me wanting more information, Provide what I considered a quick timeline for action

Evaluator 4: 9

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

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	Evaluator 5: 7
	Evaluator 6: 7
Budget and Cost Proposal 0-10 Points 10 Points (10%)	
	Evaluator 1: 3
	Evaluator 2: 10
	Evaluator 3: 8
\$65,000 Provided a defined budget that was competitive	
	Evaluator 4: 9
	Evaluator 5: 8
\$65,000/year	
	Evaluator 6: 8
Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	
	Evaluator 1: 4
	Evaluator 2: 10
	Evaluator 3: 7
Demonstrated success with different size companies. Provided engaging outcomes and described how their work is relevant to our project. Engaging media samples	
	Evaluator 4: 7
	Evaluator 5: 7
	Evaluator 6: 8
References 0-10 Points 10 Points (10%)	
	Evaluator 1: 4
	Evaluator 2: 10

Evaluator 3: 5
3 references No letters of reference with strong endorsements
Evaluator 4: 5
Evaluator 5: 6
Evaluator 6: 8

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 2
Evaluator 2: 2
Evaluator 3: 2
Evaluator 4: 2
Evaluator 5: 2
Evaluator 6: 2

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 9
Very well organized and professional presentation The use of media samples was well done
Evaluator 4: 9
Evaluator 5: 7
Evaluator 6: 9

True North Marketing + Public Relations

Company Overview | 0-10 Points | 5 Points (5%)

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 8
Provided bullet points for core services\areas of expertise Gave an in depth description of both team members
Evaluator 4: 10
Evaluator 5: 5
small and young firm
Evaluator 6: 10

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 10
Very engaging section of the presentation Provided a deep understanding of the project
Evaluator 4: 9
Evaluator 5: 8
good understanding.
Evaluator 6: 10

Approach & Methodology | 0-10 Points | 15 Points (15%)

Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 9
Very detailed strategy that highlighted events held within the city Excellent job of describing how local dynamics would be considered Clear description of project management and communication plan
Evaluator 4: 10

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

good approach	Evaluator 5: 7
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	Evaluator 6: 9
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Work Plan & Timeline | 0-10 Points | 10 Points (10%)

	Evaluator 1: 4
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	Evaluator 2: 10
--	-----------------

	Evaluator 3: 7
--	----------------

Provided a chart with phases and milestones Appeared to be a realistic delivery

	Evaluator 4: 10
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	Evaluator 5: 7
--	----------------

	Evaluator 6: 9
--	----------------

Budget and Cost Proposal | 0-10 Points | 10 Points (10%)

	Evaluator 1: 4
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	Evaluator 2: 9
--	----------------

	Evaluator 3: 7
--	----------------

\$113,700 Provided a chart with phases and milestones Start date of October 1, 2025

	Evaluator 4: 9
--	----------------

	Evaluator 5: 7
--	----------------

\$110,000+/ year plus hourly charges

	Evaluator 6: 10
--	-----------------

Relevant Experience and Case Studies | 0-10 Points | 20 Points (20%)

	Evaluator 1: 4
--	----------------

	Evaluator 2: 10
--	-----------------

Evaluator 3: 7

Provided relevant examples that highlighted experiences with various organizations throughout Florida. Media samples were simple yet effective

Evaluator 4: 9

Evaluator 5: 7

Evaluator 6: 10

References | 0-10 Points | 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 10

Evaluator 3: 9

Provided 10 references Mentioned are the City of Eustis, Montverde Academy, Seminole County Gvmnt, and Orland Health South Lake to highlight local references Also provided 4 short passages that strongly endorse their company from previous projects.

Evaluator 4: 10

Evaluator 5: 7

Evaluator 6: 10

Business Location | 0-5 Points | 10 Points (10%)

Evaluator 1: 5

Evaluator 2: 5

Evaluator 3: 5

Evaluator 4: 5

Evaluator 5: 5

Evaluator 6: 5

Clarity and Quality of Submittal | 0-10 Points | 5 Points (5%)

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 1: 4
Evaluator 2: 10
Evaluator 3: 9
Evaluator 4: 10
Evaluator 5: 7
Evaluator 6: 10

YANIPAINTS

Company Overview | 0-10 Points | 5 Points (5%)

Evaluator 1: 4
Evaluator 2: 8
Evaluator 3: 6
Provided 7 bullet points to describe core services\areas of expertise Photos, brief bios, roles in organization were concise but good.
Evaluator 4: 6
Evaluator 5: 5
small firm
Evaluator 6: 7

Understanding of the Project | 0-10 Points | 15 Points (15%)

Evaluator 1: 3
Evaluator 2: 8
Evaluator 3: 5
Had a good understanding, but was not very engaging
Evaluator 4: 6
Evaluator 5: 6

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 6: 8

Approach & Methodology 0-10 Points 15 Points (15%)

Evaluator 1: 3

Evaluator 2: 8

Evaluator 3: 5

Provided a brief description of a 4 phase cycle Vague presentation for considering local markets Concise and to the point, would have liked to have seen more detailed information

Evaluator 4: 5

Evaluator 5: 7

Evaluator 6: 7

Work Plan & Timeline 0-10 Points 10 Points (10%)

Evaluator 1: 4

Evaluator 2: 9

Evaluator 3: 5

Evaluator 4: 6

Evaluator 5: 7

Evaluator 6: 8

Budget and Cost Proposal 0-10 Points 10 Points (10%)

Evaluator 1: 3

Evaluator 2: 6

Evaluator 3: 2

\$228,000 Detailed budget that highlighted add on services Monthly payment

Evaluator 4: 6

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

	Evaluator 5: 5
\$228,000/year	
	Evaluator 6: 9
Relevant Experience and Case Studies 0-10 Points 20 Points (20%)	
	Evaluator 1: 4
	Evaluator 2: 7
	Evaluator 3: 6
Provided relevant examples in south Florida Impressive outcomes for previous clients Very engaging media samples	
	Evaluator 4: 7
	Evaluator 5: 7
	Evaluator 6: 7
References 0-10 Points 10 Points (10%)	
	Evaluator 1: 4
	Evaluator 2: 8
	Evaluator 3: 10
Provided 3 references 2 short passages with strong endorsements from previous clients	
	Evaluator 4: 10
	Evaluator 5: 6
	Evaluator 6: 7
Business Location 0-5 Points 10 Points (10%)	
	Evaluator 1: 2
	Evaluator 2: 2
	Evaluator 3: 2

EVALUATION TABULATION

Request For Proposal - Public Communication, Social Media, and Brand Management Services

Evaluator 4: 2
Evaluator 5: 2
Evaluator 6: 2
Clarity and Quality of Submittal 0-10 Points 5 Points (5%)
Evaluator 1: 4
Evaluator 2: 8
Evaluator 3: 7
Evaluator 4: 6
Evaluator 5: 6
Evaluator 6: 7



NOTICE OF INTENT TO AWARD

RFP No. RFP 25-090

Public Communication, Social Media, and Brand Management Services

RESPONSE DEADLINE: August 21, 2025 at 2:00 pm

Wednesday, October 15, 2025

After the careful and thorough review of all responses received to solicitation number RFP 25-090 titled Public Communication, Social Media, and Brand Management Services, the City hereby issues this Award Recommendation to the following companies:

True North Marketing + Public Relations

Crossword Communications Co.

Appleton Creative

Redevelopment Management Associates

The AD Lead Marketing Firm

Sincerely,

Freddy L. Suarez, MPA, CPPB

Procurement Services Director