



OCOEE CITY COMMISSION

Ocoee Commission Chambers
1 N. Bluford Avenue
Ocoee, Florida

May 20, 2025

AGENDA

6:15 PM

REGULAR CITY COMMISSION MEETING

• CALL TO ORDER

Invocation

Pledge of Allegiance

Roll Call and Determination of Quorum

• PRESENTATIONS AND PROCLAMATIONS

2025 Family Abduction Awareness Day Proclamation

Chick-fil-A 5k Beneficiary Check Presentation. **(Parks and Leisure Services Director Johnson)**

Ocoee Youth Council (OYC) Program 2024/2025 Year in Review and Recognition of OYC High School Graduates. **(OYC Members and Municipal Records Coordinator Justice)**

Florida League of Cities Presentation of the 2025 Youth Council Excellence Award to Ocoee Youth Council

Presentation on Understanding Soil and Water Conservation Districts. **(Orange County Soil and Water Conservation District 2 Supervisor Moyer)**

• STAFF REPORTS AND AGENDA REVIEW

• PUBLIC COMMENTS

• CONSENT AGENDA

Matters listed under the consent agenda are considered to be routine and will be acted upon by one motion. There will be no separate discussion of these items unless discussion is desired by a member of the commission on a motion and a second, in which case the Mayor will instruct the City Clerk to remove that item from the Consent Agenda and such item will be considered separately.

1. Approval of Minutes from the Regular City Commission Meeting held May 6, 2025. **(City Clerk Sibbitt)**
2. Approval of a Two-Year Warranty Surety and Maintenance, Materials, and Workmanship Agreement for Wynwood PUD Phase 3 & 4. **(Development Engineer Keaton)**
3. Approval to Award Ocoee Neighborhood Matching Grant to Nine (9) Neighborhood Associations. **(Parks and Leisure Services Deputy Director Gaines)**

• FIRST READING OF ORDINANCE

• SECOND READING OF ORDINANCE – PUBLIC HEARING

4. Second Reading of Ordinances for 283 10th Avenue - Cox Property Annexation & Rezoning from Orange County R-2 to City of Ocoee R-1; Project No. AX-02-25-01 & RZ-25-02-01. **(Planner I Belizaire)**

• **PUBLIC HEARING**

5. Approval of Resolution for Partial Vacation of the 5-ft Utility Easements on Lots 1, 12, 13, 24, 25, 36, 37, and 48 of the Magnolia Reserve Townhome Subdivision; Project No. VAC-25-037. **(Concurrency & Commitment Coordinator McFarlane)**

• **REGULAR AGENDA**

6. Discussion on Issues Related to the Code Enforcement Board and Direction to Seek Alternatives to Include Using a Special Magistrate. **(Police Chief Ogburn)**
7. Adoption of the Amended and Restated Initial Assessment Resolution for the FY 25-26 Fire Protection Assessments **(Assistant City Manager Rumer)**
8. Appointment of Members to the Human Relations Diversity Board (HRDB). **(City Clerk Sibbitt)**

• **COMMENTS FROM COMMISSIONERS**

(Limit to Five Minutes)

• **ADJOURNMENT**

APPEALS: In accordance with Florida Statutes § 286.0105: Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

ACCOMMODATIONS FOR DISABILITIES: In accordance with Florida Statute § 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 1 N. Bluford Avenue, Ocoee, FL 34761, (407) 905 -3105 48 hours in advance of the meeting.



Proclamation

WHEREAS, this day is dedicated to raising awareness of those affected by family abduction. These abductions have a devastating impact, causing deep emotional and psychological trauma not only to the abducted child but also to the left-behind parent and extended family. Such events often disrupt family stability and trust, with far-reaching effects on the broader community, while non-family abductions account for only 1% of missing child reports to the National Center for Missing & Exploited Children (NCMEC), family abductions make up a significantly larger share of these cases; and

WHEREAS, May serves as a pivotal time to combat family abductions, reunite missing children with their families, and recognize those dedicated to protecting society's most vulnerable. This month offers an opportunity to raise awareness, support affected families, and strengthen community efforts to prevent future abductions; and

WHEREAS, A family abduction occurs when a child is taken, wrongfully retained, or concealed by a parent or other family member, denying another individual their right to custody or visitation, even in cases with unclear or absent court orders. Such abductions are often driven by the perpetrator's frustration with the left-behind parent, the legal system, or personal circumstances; and

WHEREAS, the City of Ocoee is committed to remaining vigilant and informed about the dangers facing children in our community, recognizing that family abduction is a serious crime in all states, not merely a civil matter. Law Enforcement officers should treat these incidents as severe forms of child abuse, rather than minor offenses; and

WHEREAS, It is incumbent upon law enforcement agencies to have written plans outlining actions and procedures for promptly addressing family abduction cases. Courts have determined that law enforcement must ensure children are with their lawful custodians and verify the validity of any court orders, as failure to establish necessary training and policies poses a threat to public safety.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OCOEE, in collaboration with the National Parents Organization, does hereby declare May 25, 2025, as

Family Abduction Awareness Day

in the City of Ocoee and encourages the Ocoee Police Department to conduct community outreach initiatives to educate residents about the prevalence, risks, and consequences of family abduction, and to provide guidance on warning signs, preventive measures, and available resources to effectively address this critical issue.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Ocoee, Florida to be affixed this 20th day of May, 2025.

Rusty Johnson, Mayor

May 6, 2025

MINUTES

6:15 PM

REGULAR CITY COMMISSION MEETING

• CALL TO ORDER 6:15 PM

Mayor Johnson called the regular session to order at 6:15 PM in the Commission Chambers of City Hall. The invocation was led by **Ages Hart**, *Ocoee Resident*, followed by the Pledge of Allegiance to the Flag led by **Kelton Butler**, *Ocoee Resident*. **Deputy City Clerk Parks** called the roll and declared a quorum present.

Present: Mayor Johnson, Commissioner Kennedy, Commissioner Wilsen, Commissioner Firstner, Commissioner Oliver

Also Present: City Manager Shadrix, City Attorney Geller, and Deputy City Clerk Parks

• PRESENTATIONS AND PROCLAMATIONS 6:17 PM

2025 Municipal Clerks Week Proclamation

2025 National Peace Officer Memorial Day and Week Proclamation 2025 Water Safety Month Proclamation

Mayor Johnson read and proclaimed each proclamation; **City Clerk Sibbitt** accepted the proclamation for Municipal Clerks Week and **Police Chief Ogburn** accepted the proclamation for National Peace Officer Memorial Day and Week.

• STAFF REPORTS AND AGENDA REVIEW 6:25 PM

City Manager Shadrix announced that the flyer for the upcoming Comprehensive Plan Community Meeting is now available on the City's website. The meeting will take place at the Lakeshore Center on May 28th from 6:00 PM to 8:00 PM and will feature a presentation, informational stations, and a Q&A session. A copy of the Comprehensive Plan is available for public review in the Planning Department and online. He also reported that the interim operator for the Forest Lake Golf Course is now in place, with a full update to be provided at a later date. He gave an update on the unified zip code issue, noting that the City of Ocoee is currently included in three (3) legislative bills: House Bill 3095, House Bill 672, and Senate Bill 1455. He further noted that the City has recently received federal reimbursement related to Hurricane Ian.

• PUBLIC COMMENTS 6:30 PM

The following persons addressed the City Commission:

- **Christopher Brucks**, *Ocoee Resident*, addressed the City Commission regarding concerns with 'no parking' signs that were recently installed in his neighborhood. **Public Works Director Krug** and **Police Chief Ogburn** addressed his concern. **Commissioner**

Oliver stated that he has spoken to the resident, the Police Chief, and the Public Works Director on this issue and he stated that he encouraged the resident to speak at the commission meeting this evening. The Public Works Director and Police Chief will look further into resolutions for the resident.

- **Norine Dworkin**, *Editor In Chief - VoxPopuli*, spoke on the National Day of Reason and read a proclamation.

Mayor Johnson asked about ways to prevent individuals from disregarding traffic signs, particularly 'no parking' signs and related citations, and requested that staff explore the possibility of implementing stricter penalties. **City Manager Shadrix** and **Police Chief Ogburn** addressed his concerns and **City Manager Shadrix** noted that such changes would require amendments to the city code, and staff will present options at an upcoming City Commission meeting.

• **CONSENT AGENDA 6:49 PM**

Consent Agenda Motion

Motion: Move to adopt the Consent Agenda Items #1-11; Moved by Commissioner Kennedy, seconded by Commissioner Oliver; Motion carried 5-0.

1. Approval of Minutes from the Regular City Commission Meeting held April 15, 2025. **(City Clerk Sibbitt)**
2. Approval of School Resource Officer Agreement with Innovation Montessori Charter School. **(Police Chief Ogburn)**
3. Approval of School Resource Officer Agreement with Renaissance Charter School. **(Police Chief Ogburn)**
4. Approval of a Two-Year School Resource Officer Agreement with the School Board of Orange County. **(Police Chief Ogburn)**
5. Authorization to execute a Memorandum of Understanding (MOU) with the National Integrated Ballistic Information Network (NIBIN) with the Orange County Sheriff's Office. **(Police Chief Ogburn)**
6. Approval to Award Invitation to Bid (ITB) #25-005 Asphalt Paving Projects for Fiscal Year 2025. **(Procurement Manager Tolbert)**
7. Approval of Agreement with Fortress Secured, LLC for the Ocoee Regional Law Enforcement Training Center. **(Public Works Director Krug)**
8. Approval of Contracted Sidewalk Repairs Utilizing Existing City of Kissimmee Contract with APEC, LLC. **(Public Works Director Krug)**
9. Approval of the Purchase of a New Pump for Well #2 at the South Water Plant. **(Utilities Director Bolling)**
10. Notification of an Emergency Purchase with Cathcart Construction Company for Repairs to the Intersection of N Lakewood Avenue and Security Circle in accordance with Section 21.6 of the City of Ocoee Code of Ordinances. **(Utilities Director Bolling)**
11. Approval of FlaWARN Mutual Aid Agreement for Water/Wastewater. **(Utilities Director Bolling)**

• **FIRST READING OF ORDINANCE 6:50 PM**

12. First Reading of an Ordinance for 283 10th Avenue - Cox Property Annexation & Rezoning from Orange County R-2 to City of Ocoee R-1; Project No. AX-02-25-01 & RZ-25-02-01. **(Planner I Belizaire)**

City Attorney Geller read the titles of the ordinances, and it was announced that this will be presented as a second reading and public hearing at the City Commission meeting scheduled for May 20, 2025, at 6:15 PM or soon thereafter.

• **SECOND READING OF ORDINANCE – PUBLIC HEARING - None**

• **PUBLIC HEARING - None**

• **REGULAR AGENDA 6:51 PM**

13. Appointment of Members to the Human Relations Diversity Board (HRDB). **(Deputy City Clerk Parks)**

Deputy City Clerk Parks stated that the member seats for one of the at-large seats, and Districts 1 and 3, are expiring in May 2025, and the member seat for District 4 is vacant due to a resignation. She explained to the City Commission the appointments that need to be made. **City Clerk Sibbitt** was present to provide clarification to questions from the City Commission on the appointments.

Motion: Move to reappoint Vinny Singh to the District 1 member seat and Kellie Beck to the at-large seat; Moved by Commissioner Kennedy, seconded by Commissioner Wilsen; Motion carried 5-0.

Mayor Johnson announced the upcoming May 2025 City events. **6:58 PM**

• **COMMENTS FROM COMMISSIONERS 7:00 PM**

Commissioner Firstner – Commented on the following: 7:00 PM

- 1) Encouraged residents to attend the Centennial Celebration, Time Capsule Celebration and Memorial Day Event.

Commissioner Oliver – Commented on the following: 7:00 PM – 7:03 PM

- 1) Commended the Police Department for their efforts to stop speeders on Clarke Road.
- 2) Requested permission from the City Commission to host a Town Hall Meeting on September 18, 2025, for District 4, at the Lakeshore Center from 6:00 PM – 8:30 PM **(the time clock was paused at 7:02 PM)**. The Commission had no objections to Commissioner Oliver's request **(the time clock started back at 7:02 PM)**.
- 3) Inquired about the reopening date of McCormick Road, and **City Manager Shadrax** stated that the City previously reached out to the County, but no feedback was provided. He advised that he will reach out to the County Administrator.
- 4) Read a Bible verse.

Commissioner Wilsen – Commented on the following: 7:03 PM – 7:05 PM

- 1) Requested clarification for when the School Zone Cameras on Clarke Road will be monitoring for speed. **Police Chief Ogburn** clarified the times of active monitoring.

Commissioner Kennedy – Commented on the following: 7:05 PM

- 1) Wished all the mothers a Happy Mother's Day.

Mayor Johnson – Commented on the following: 7:05 PM – 7:08 PM

- 1) Allowed Joe Bandur, Chair of City Code Enforcement Board, to speak regarding how repeat offender cases are handled.
- 2) Encouraged residents to attend the Centennial Event on May 9th.
- 3) Wished all the mothers a Happy Mother's Day.

• **ADJOURNMENT 7:08 PM**

APPROVED:

Attest:

City of Ocoee

Melanie Sibbitt, City Clerk

Rusty Johnson, Mayor



Meeting Date: May 20, 2025
Item #: 2

Contact Name: Martrivus Keaton
Contact Number: Ext. 1088

Department Director: Ginger Corless
City Manager: Craig Shadrix

Subject: Approval of a Two-Year Warranty Surety and Maintenance, Materials, and Workmanship Agreement for Wynwood PUD Phase 3 & 4. (Development Engineer Keaton)

Background Summary:

Wynwood Subdivision is located in Commission District 4 and is divided into four (4) Phases. Phases 3 & 4 are made up of 187 detached single-family homes. The subject property is located on the south side of W. McCormick Rd. and west of N. Apopka Vineland Road. The developer has completed construction of the infrastructure improvements for the subdivision and has requested a Certificate of Completion. The infrastructure improvements include potable water, sanitary sewer, reclaimed water, utilities, the roadways, stormwater collection system, perimeter wall/fencing, and associated landscaping. All identified punch list repairs have been completed, and the developer is ready to start the two-year warranty period for the public improvements.

As a requirement of the Land Development Code, the developer is required to furnish the City with a Surety to cover any possible damages discovered during the next two years. Should the developer not choose to make those repairs, JTD Land at Wynwood, LLC, has provided the City with a Letter of Credit in the amount of 10% of the constructed improvements. The attached Maintenance, Materials, and Workmanship Agreement (Form 8 from the Land Development Code) acts as the executable document between the developer and the City. The Surety will be returned to the developer upon completion of the two-year warranty period and the repair of any damages caused over those two years.

Additionally, the developer has furnished the City with a separate Surety to cover the construction cost of adding the second lift of asphalt to all the public streets of the subdivision. This arrangement will ensure that the final road surface is not worn or scarred during the construction of the homes. The attached Maintenance, Materials, and Workmanship Agreement for Asphalt acts as the executable document between the developer and the City in the event the developer fails to provide the second lift of asphalt within two years of the issuance of the Certificate of Completion or when 80% of the homes have received Certificates of Occupancy. The Surety will be returned to the developer upon completion of the warranty period and the repair of any damages caused over that period.

Issue:

Should the City accept the Surety as provided by JTD Land at Wynwood, LLC, for the two-year warranty for Wynwood PUD - Phase 3 & 4 and execute the Maintenance, Materials, and Workmanship Agreement; and should the City accept the Surety as provided by JTD Land at Wynwood, LLC for the Maintenance, Materials, and Workmanship Agreement for Asphalt for Wynwood PUD - Phase 3 & 4 and execute the Maintenance, Materials, and Workmanship Agreement for Asphalt with JTD Land at Wynwood, LLC?

Recommendations:

The Development Services Department recommends the Honorable Mayor and City Commissioners approve the Surety and the execution of the Maintenance, Materials, and Workmanship Agreement with JTD Land at Wynwood, LLC, for the Wynwood PUD - Phase 3 & 4; and recommends the acceptance of the Surety and the execution of the Maintenance, Materials, and Workmanship Agreement for Asphalt with JTD Land at Wynwood, LLC for Wynwood Subdivision - Phase 3 & 4.

Attachments:

1. MMW Agreement - 2nd lift of asphalt
2. MMW LOC - 2 year agreement
3. MMW Agreement - 2 year agreement
4. MMW LOC - 2nd lift of asphalt

Financial Impacts:

There are no financial impacts to the City in accepting this two-year warranty Surety.

Type of Item: Consent

**MAINTENANCE, MATERIALS, AND
WORKMANSHIP AGREEMENT FOR ASPHALT WITH LETTER OF CREDIT**

(SUBDIVISION NAME / PHASE: **Wynwood PUD Phases 3 and 4**)

THIS MAINTENANCE, MATERIALS, AND WORKMANSHIP AGREEMENT (this “Agreement”) is entered into this ____ day of _____, 20__, by JTD Land at Wynwood, LLC, a FL Limited Liability Company (the “Developer”) and the **CITY OF OCOEE**, a Florida municipal corporation, whose address is 150 North Lakeshore Drive, Ocoee, Florida 34761 (the “City”).

W I T N E S S E T H:

WHEREAS, Developer, or its predecessor-in-interest or its predecessor-in title, has developed and/or constructed a subdivision known as Wynwood PUD Phases 3 and 4 (the “Subdivision”) and in connection therewith has installed with the approval of the City certain roads, streets, sewer, water and reuse systems, drainage facilities (including retention and detention ponds), and/or other improvements (collectively, the “Improvements”) under the provisions, conditions, and requirements of the City’s Subdivision Regulations and the following Final Subdivision Plan (or Preliminary/Final Subdivision Plan) approval by granted the Ocoee City Commission on February 20 ,2024: Wynwood PUD Phase 3 &4 LS-2020-005; and

WHEREAS, the Subdivision is located within certain real property located in the City of Ocoee, Orange County, Florida, as more fully described in the attached **Exhibit “A”** which exhibit is incorporated herein by this reference (the “Property”); and

WHEREAS, under Section 4-4, Subdivision Review Process, of the City’s Land Development Code, Developer is required to guaranty the maintenance, materials, and workmanship of the Improvements within the Subdivision; and

WHEREAS, in order to obtain the issuance of a Certificate of Completion with respect to the Improvements, the Developer desires to guaranty such maintenance, materials, and workmanship by having First Horizon Bank (the “Bank”) (or such other bank as may be acceptable to the City) establish an Irrevocable Standby Letter of Credit in favor of the City in substantially the form attached hereto as **Exhibit “B”** and by this reference made a part hereof (“Letter of Credit”).

NOW THEREFORE, the parties agree as follows:

SECTION ONE: Establishment of Letter of Credit.

Developer does hereby agree to have Bank establish the Letter of Credit in favor of the City in the amount of TWO HUNDRED FIFTY-FIVE THOUSAND FOUR HUNDRED SIXTY-SIX AND 12/100 DOLLARS (\$255,466.12) to guaranty the maintenance, materials, workmanship, and structural integrity of the Improvements and the other obligations of the Developer under this Agreement. The Letter of Credit shall be established and drawn upon only in accordance with the terms of the Letter of Credit and this Agreement.

SECTION TWO: Second Lift of Asphalt and Warranty.

(A) The parties agree that in order to achieve the standards set forth in the City of Ocoee Code of Ordinances, a second lift of asphalt ("Asphalt Improvement") will be installed in accordance with Orange County Road Construction Specifications, latest edition, on the roadways in the Wynwood PUD Phases 3 and 4 Subdivision within two (2) years of the issuance of the Certificate of Completion or at such time as 80% of the homes within the Subdivision have received a certificate of occupancy, whichever comes first. The Asphalt Improvement shall be completed in a quality and workmanlike manner.

(B) For a period of one (1) year from the date of installation of the second lift of asphalt (the "Warranty Period"), the Developer shall maintain the Asphalt Improvement in a first class condition and shall repair, correct and/or cure any Deficiency (as defined in Section 3 below) within thirty (30) days of receipt of written notice of a Deficiency from the City. The Developer shall pay any and all costs or expenses incidental to the performance of any such work. The City may provide notices of a Deficiency from time to time during the Warranty Period.

SECTION THREE: City's Right to Draw on Letter of Credit.

If at any time during the Warranty Period, the City notifies Developer in writing (i) that the Improvements have not been maintained in a first class condition, (ii) that paving or other structures within the Subdivision have been found by the City to not be in compliance with the Subdivision approval, and/or (iii) that there is a deficiency or fault in the materials, workmanship, or structural integrity of the Improvements which has been found by the City to not be in compliance with the Subdivision approval (collectively, a "Deficiency") and Developer fails to repair, correct and/or cure such Deficiency to the satisfaction of the City within thirty (30) days from receipt of the notice thereof as set forth in Section 2 above, then the City may draw upon the Letter of Credit without further notice to Developer in order to establish a cash escrow for the performance of the Developer's obligations under this Agreement (the "Cash Escrow").

Additionally, the City may draw on the Letter of Credit in order to establish a Cash Escrow in such amounts as the City deems necessary or appropriate (a) in the event of a default by Developer under this Agreement, and/or (b) as provided for in the Letter of Credit.

SECTION FOUR: Term of Letter of Credit.

The Letter of Credit shall be for a term of no less than two (2) years and one (1) month from the date of issuance of the Certificate of Completion. Notwithstanding anything contained in Section 3 above, in the event the City has notified Developer of a Deficiency as provided above, then the term of this Agreement shall continue and the term of the Letter of Credit shall be extended until such Deficiency is corrected. If the City has provided a notice of Deficiency which has not been repaired, corrected and/or cured within thirty (30) days from the date the Letter of Credit (or any extension or replacement thereof) is scheduled to expire, then the City may draw on the Letter of Credit and establish a Cash Escrow for the performance of the Developer's obligations under this Agreement.

SECTION FIVE: City's Use of Funds Drawn on Letter of Credit.

Unless otherwise mutually agreed to by City and Developer, the funds available through the Letter of Credit and any Cash Escrow established under this Agreement shall be used by the City only (a) to repair, correct and/or cure any Deficiency, (b) to cure a breach by Developer of its obligations under this Agreement, and/or (c) to pay for reasonable administrative expenses and attorneys' fees and costs incurred by the City in exercising or otherwise enforcing its rights under this Agreement and Letter of Credit.

If the Developer fails or refuses to undertake the repair, correction and/or cure of any Deficiency, then the City may, but shall not be obligated to, undertake such repair, correction and/or cure any Deficiency, the cost of which shall be paid for out of the Letter of Credit and any Cash Escrow established pursuant to this Agreement. In the event the City undertakes any such repair, correction and/or cure, then the City shall be entitled to retain an administrative fee in the amount of two percent (2%) of the cost thereof and shall also be entitled to reimbursement of all costs and expenses incurred by the City in undertaking such action, including but not limited to its legal fees and costs. The City may use third party contractors to perform any such corrective actions.

SECTION SIX: Right of Entry for Corrective Activities.

In the event the City undertakes to repair, correct and/or cure any Deficiency, then in such event the Developer hereby grants to the City and its employees, contractors and representatives, the right to enter upon the Property and the Improvements for the purpose of performing any such repair, correction, and/or cure.

SECTION SEVEN: No Obligation of City to Undertake Repairs or Advance Funds.

Nothing contained herein shall be construed to in any way obligate the City to (i) advance City funds for any purpose on behalf of the Developer, or (ii) to undertake the repair, correction and/or cure of any Deficiency. Further, the City shall have no liability to the Developer or any third parties with respect to any corrective actions undertaken by the City.

SECTION EIGHT: Excess Funds.

In the event that the City draws on the Letter of Credit and establishes the Cash Escrow, then any excess funds shall be returned to the Developer after any and all of the Deficiencies have been repaired, corrected and cured to the satisfaction of the City and after the payment from the Cash Escrow of all obligations of the Developer under this Agreement.

SECTION NINE: Continued Applicability of Subdivision Regulations.

This Agreement shall not be construed to relieve or release Developer from any of its obligations under the City Subdivision Regulations with respect to the Improvements.

SECTION TEN: Construction.

This Agreement shall be construed in accordance with the laws of the State of Florida.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed as of the date and year first above written.

SIGNATURES TO FOLLOW

CITY OF OCOEE SIGNATURE PAGE
Maintenance, Materials, and Workmanship Agreement

DEVELOPER:

By: 
Print Name: PAUL HANKS
Title: MANAGER

CITY:

CITY OF OCOEE, FLORIDA

By: _____
Rusty Johnson, Mayor

ATTEST:

Melanie Sibbitt, City Clerk

(SEAL)

APPROVED BY THE CITY OF OCOEE
COMMISSION AT A MEETING HELD ON
_____, 20____
UNDER AGENDA ITEM NO. _____

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA;
APPROVED AS TO FORM AND
LEGALITY this ____ day of
_____, 20__.

FISHBACK DOMINICK

By: _____
Richard Geller, City Attorney

EXHIBIT “A”

(Legal Description of Real Property Constituting the Subdivision)

EXHIBIT "B"

FORM OF LETTER OF CREDIT

(See Following Page)



FIRST HORIZON BANK
INTERNATIONAL OPERATIONS
165 MADISON AVENUE, 4TH FLOOR
MEMPHIS, TN 38103

L/C: (901) 523-4431
COLL: (901) 523-4414
SWIFT: FTBMUS44

AMENDMENT TO STANDBY LETTER OF CREDIT

OUR REFERENCE NUMBER: S253068
AMENDMENT NUMBER: 001
DATE OF AMENDMENT: MAY 05, 2025

BENEFICIARY:
CITY OF OCOEE
1 NORTH BLUFORD AVENUE
OCOEE, FL 34761
ATTN: CITY ENGINEER

APPLICANT: (BEFORE AMENDMENT)
JTD LAND COMPANY, LLC
210 HANGAR ROAD
KISSIMMEE, FL 34741

WE HEREBY AMEND OUR LETTER OF CREDIT AS FOLLOWS:

APPLICANT NAME NOW TO READ AS: JTD LAND AT WYNWOOD, LLC

FIRST HORIZON BANK

AUTHORIZED SIGNATURE
RODNEY BOUEY,
ASSISTANT VICE PRESIDENT



FIRST HORIZON BANK
INTERNATIONAL OPERATIONS
165 MADISON AVENUE, 4TH FLOOR
MEMPHIS, TN 38103

L/C: (901)523-4431
COLL: (901)523-4414
SWIFT: FTBMUS44

ISSUE DATE: MAY 01, 2025

IRREVOCABLE STANDBY LETTER OF CREDIT NO. S253068

SUBDIVISION NAME/PHASE: WYNWOOD PUD PHASE 3 & 4

APPLICANT:
JTD LAND COMPANY, LLC
210 HANGAR ROAD
KISSIMMEE, FL 34741

BENEFICIARY:
CITY OF OCOEE
1 NORTH BLUFORD AVENUE
OCOEE, FL 34761
ATTN: CITY ENGINEER

EXPIRY DATE / PLACE: APRIL 24, 2027 AT OUR COUNTERS

CREDIT AMOUNT: USD288,089.74 (USD TWO HUNDRED EIGHTY EIGHT
THOUSAND EIGHTY NINE DOLLARS 74/100)

WE HEREBY ESTABLISH OUR IRREVOCABLE STANDBY LETTER OF CREDIT #
S253068, IN FAVOR OF CITY OF OCOEE, A FLORIDA
MUNICIPAL CORPORATION, AND AUTHORIZE YOU TO DRAW ON FIRST
HORIZON BANK (THE "BANK"), AT 315 EAST ROBINSON STREET,
SUITE 350, ORLANDO, FL 32801 BY ORDER OF JTD LAND
COMPANY UP TO BUT NOT EXCEEDING THE AGGREGATE AMOUNT OF TWO
HUNDRED EIGHTY EIGHT THOUSAND EIGHTY NINE 74/100 DOLLARS
(\$288,089.74), IN UNITED STATES FUNDS, WHICH IS AVAILABLE BY
YOUR DRAFT AT SIGHT, WHEN ACCOMPANIED BY THIS LETTER OF CREDIT
AND ANY ONE OF THE FOLLOWING DOCUMENTS:

1. A STATEMENT PURPORTEDLY SIGNED BY THE MAYOR, CITY MANAGER OR
AUTHORIZED REPRESENTATIVE TO THE EFFECT THAT THE CITY IS
ENTITLED TO DRAW UPON THE LETTER OF CREDIT PURSUANT TO THE TERMS
OF THAT CERTAIN MAINTENANCE, MATERIALS AND WORKMANSHIP AGREEMENT
BETWEEN THE CITY AND APPLICANT WITH RESPECT TO THE FOLLOWING
SUBDIVISION: JTD LAND AT WYNWOOD, LLC; OR
2. A STATEMENT PURPORTEDLY SIGNED BY THE MAYOR, CITY MANAGER OR
AUTHORIZED REPRESENTATIVE TO THE EFFECT THAT THE PERFORMANCE OF
APPLICANT'S OBLIGATION UNDER THE MAINTENANCE, MATERIALS AND
WORKMANSHIP AGREEMENT HAS NOT BEEN COMPLETED YET AND THE LETTER
OF CREDIT WILL EXPIRE WITHIN 30 DAYS FROM THE DATE OF THE
DRAWING WITHOUT BEING EXTENDED OR REPLACED TO THE CITY'S
SATISFACTION; OR



3. A STATEMENT PURPORTEDLY SIGNED BY THE MAYOR, CITY MANAGER OR AUTHORIZED REPRESENTATIVE TO THE EFFECT THAT FIRST HORIZON BANK HAS LOST ITS DESIGNATION AS A "QUALIFIED PUBLIC DEPOSITORY" PURSUANT TO FLORIDA STATUTES, CHAPTER 280, AND AN ACCEPTABLE REPLACEMENT LETTER OF CREDIT HAS NOT BEEN RECEIVED; OR

4. A STATEMENT PURPORTEDLY SIGNED BY THE MAYOR, CITY MANAGER, OR AUTHORIZED REPRESENTATIVE, THAT THE DRAWING IS DUE TO APPLICANT'S FAILURE TO REPAIR, CORRECT AND/OR CURE A "DEFICIENCY" AS THAT TERM IS DEFINED THAT CERTAIN MAINTENANCE, MATERIALS AND WORKMANSHIP AGREEMENT BETWEEN THE CITY AND APPLICANT WITH RESPECT TO THE FOLLOWING SUBDIVISION:
JTD LAND AT WYNWOOD, LLC.

IT IS A CONDITION OF THIS STANDBY LETTER OF CREDIT THAT IT WILL AUTOMATICALLY EXTEND WITHOUT AMENDMENT FOR A PERIOD OF ONE YEAR FROM THE CURRENT EXPIRATION DATE, OR ANY FUTURE EXPIRATION DATE, UNLESS THE ISSUING BANK SENDS NOTICE TO THE BENEFICIARY BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR OVERNIGHT COURIER, AT LEAST 90 DAYS PRIOR TO THE THEN-CURRENT EXPIRY DATE OF THIS LETTER OF CREDIT THAT WE ELECT NOT TO EXTEND THIS LETTER OF CREDIT.

DRAFTS MUST BEAR THE CLAUSE: "DRAWN UNDER LETTER OF CREDIT S253068 OF FIRST HORIZON BANK, DATED MAY 01, 2025."

THIS LETTER OF CREDIT SHALL REMAIN IN FULL FORCE AND EFFECT NOTWITHSTANDING A PARTIAL DRAW OR DRAWS SO LONG AS A SUM REMAINS TO BE DRAWN OR UNTIL THE LETTER OF CREDIT HAS EXPIRED.

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PLEASE NOTE THAT THIS WILL RESULT IN PROCESSING DELAYS AS THE TEAM IN FLORIDA MUST PASS THE DRAWING ALONG TO THE ACTUAL LETTER OF CREDIT DEPARTMENT IN MEMPHIS, TENNESSEE.

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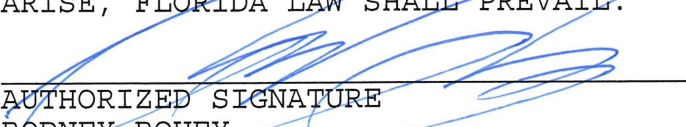


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THIS LETTER OF CREDIT IS SUBJECT TO THE "INTERNATIONAL STANDBY PRACTICES (ISP98)", INTERNATIONAL CHAMBER OF COMMERCE PUBLICATION NO. 590 AND AS TO MATTERS NOT GOVERNED BY ISP98, SHALL BE GOVERNED AND CONSTRUED IN ACCORDANCE WITH THE PROVISIONS OF FLORIDA LAW. IF A CONFLICT BETWEEN THE "INTERNATIONAL STANDBY PRACTICES (ISP98)", AND FLORIDA LAW SHOULD ARISE, FLORIDA LAW SHALL PREVAIL. IF A CONFLICT BETWEEN THE LAW OF ANOTHER STATE OR COUNTRY AND FLORIDA LAW SHOULD ARISE, FLORIDA LAW SHALL PREVAIL.



AUTHORIZED SIGNATURE
RODNEY BOUEY,
ASSISTANT VICE PRESIDENT

**MAINTENANCE, MATERIALS, AND
WORKMANSHIP AGREEMENT WITH LETTER OF CREDIT**

(SUBDIVISION NAME / PHASE: **Wynwood PUD Phase 3 and 4**)

THIS MAINTENANCE, MATERIALS, AND WORKMANSHIP AGREEMENT (this "Agreement") is entered into this ____ day of _____, 20__, by JTD Land at Wynwood, LLC, a Florida Limited Liability Company (the "Developer") and the **CITY OF OCOEE**, a Florida municipal corporation, whose address is 1 North Bluford Ave, Ocoee, Florida 34761 (the "City").

W I T N E S S E T H:

WHEREAS, Developer, or its predecessor-in-interest or its predecessor-in title, has developed and/or constructed a subdivision known as Wynwood PUD Phase 3 & 4 (the "Subdivision") and in connection therewith has installed with the approval of the City certain roads, streets, sewer, water and reuse systems, drainage facilities (including retention and detention ponds), and/or other improvements (collectively, the "Improvements") under the provisions, conditions, and requirements of the City's Subdivision Regulations and the following Final Subdivision Plan (or Preliminary/Final Subdivision Plan) approval by granted the Ocoee City Commission on _February 20 ,2024 Wynwood PUD Phase 3 &4 LS-2020-005; and

WHEREAS, the Subdivision is located within certain real property located in the City of Ocoee, Orange County, Florida, as more fully described in the attached **Exhibit "A"** which exhibit is incorporated herein by this reference (the "Property"); and

WHEREAS, under Section 4-4, Subdivision Review Process, of the City's Land Development Code, Developer is required to guaranty the maintenance, materials, and workmanship of the Improvements within the Subdivision; and

WHEREAS, in order to obtain the issuance of a Certificate of Completion with respect to the Improvements, the Developer desires to guaranty such maintenance, materials, and workmanship by having First Horizon Bank (the "Bank") (or such other bank as may be acceptable to the City) establish an Irrevocable Standby Letter of Credit in favor of the City in substantially the form attached hereto as **Exhibit "B"** and by this reference made a part hereof ("Letter of Credit").

NOW THEREFORE, the parties agree as follows:

SECTION ONE: Establishment of Letter of Credit.

Developer does hereby agree to have Bank establish the Letter of Credit in favor of the City in the amount of TWO HUNDRED EIGHTY-EIGHT THOUSAND EIGHTY-NINE AND 74/100 DOLLARS (\$288,089.74) to guaranty the maintenance, materials, workmanship, and structural integrity of the Improvements and the other obligations of the Developer under this Agreement. The Letter of Credit shall be established and drawn upon only in accordance with the terms of the Letter of Credit and this Agreement.

SECTION TWO: 2-Year Warranty Period.

For a period of two (2) years from the date of issuance of the Certificate of Completion (the "Warranty Period"), the Developer shall maintain the Improvements in a first class condition and shall repair, correct and/or cure any Deficiency (as defined in Section 3 below) within thirty (30) days of receipt of written notice of a Deficiency from the City. The Developer shall pay any and all costs or expenses incidental to the performance of any such work. The City may provide notices of a Deficiency from time to time during the Warranty Period.

SECTION THREE: City's Right to Draw on Letter of Credit.

If at any time during the Warranty Period, the City notifies Developer in writing (i) that the Improvements have not been maintained in a first class condition, (ii) that paving or other structures within the Subdivision have been found by the City to not be in compliance with the Subdivision approval, and/or (iii) that there is a deficiency or fault in the materials, workmanship, or structural integrity of the Improvements which has been found by the City to not be in compliance with the Subdivision approval (collectively, a "Deficiency") and Developer fails to repair, correct and/or cure such Deficiency to the satisfaction of the City within thirty (30) days from receipt of the notice thereof as set forth in Section 2 above, then the City may draw upon the Letter of Credit without further notice to Developer in order to establish a cash escrow for the performance of the Developer's obligations under this Agreement (the "Cash Escrow").

Additionally, the City may draw on the Letter of Credit in order to establish a Cash Escrow in such amounts as the City deems necessary or appropriate (a) in the event of a default by Developer under this Agreement, and/or (b) as provided for in the Letter of Credit.

SECTION FOUR: Term of Letter of Credit.

The Letter of Credit shall be for a term of no less than two (2) years and one (1) month from the date of issuance of the Certificate of Completion. Notwithstanding anything contained in Section 3 above, in the event the City has notified Developer of a Deficiency as provided above, then the term of this Agreement shall continue and the term of the Letter of Credit shall be extended until such Deficiency is corrected. If the City has provided a notice of Deficiency which has not been repaired, corrected and/or cured within thirty (30) days from the date the Letter of Credit (or any extension or replacement thereof) is scheduled to expire, then the City may draw on the Letter of Credit and establish a Cash Escrow for the performance of the Developer's obligations under this Agreement.

SECTION FIVE: City's Use of Funds Drawn on Letter of Credit.

Unless otherwise mutually agreed to by City and Developer, the funds available through the Letter of Credit and any Cash Escrow established under this Agreement shall be used by the City only (a) to repair, correct and/or cure any Deficiency, (b) to cure a breach by Developer of its obligations under this Agreement, and/or (c) to pay for reasonable administrative expenses and attorneys' fees and costs incurred by the City in exercising or otherwise enforcing its rights under this Agreement and Letter of Credit.

If the Developer fails or refuses to undertake the repair, correction and/or cure of any Deficiency, then the City may, but shall not be obligated to, undertake such repair, correction and/or cure any Deficiency, the cost of which shall be paid for out of the Letter of Credit and any Cash Escrow established pursuant to this Agreement. In the event the City undertakes any such repair, correction and/or cure, then the City shall be entitled to retain an administrative fee in the amount of two percent (2%) of the cost thereof and shall also be entitled to reimbursement of all costs and expenses incurred by the City in undertaking such action, including but not limited to its legal fees and costs. The City may use third party contractors to perform any such corrective actions.

SECTION SIX: Right of Entry for Corrective Activities.

In the event the City undertakes to repair, correct and/or cure any Deficiency, then in such event the Developer hereby grants to the City and its employees, contractors and representatives, the right to enter upon the Property and the Improvements for the purpose of performing any such repair, correction, and/or cure.

SECTION SEVEN: No Obligation of City to Undertake Repairs or Advance Funds.

Nothing contained herein shall be construed to in any way obligate the City to (i) advance City funds for any purpose on behalf of the Developer, or (ii) to undertake the repair, correction and/or cure of any Deficiency. Further, the City shall have no liability to the Developer or any third parties with respect to any corrective actions undertaken by the City.

SECTION EIGHT: Excess Funds.

In the event that the City draws on the Letter of Credit and establishes the Cash Escrow, then any excess funds shall be returned to the Developer after any and all of the Deficiencies have been repaired, corrected and cured to the satisfaction of the City and after the payment from the Cash Escrow of all obligations of the Developer under this Agreement.

SECTION NINE: Continued Applicability of Subdivision Regulations.

This Agreement shall not be construed to relieve or release Developer from any of its obligations under the City Subdivision Regulations with respect to the Improvements.

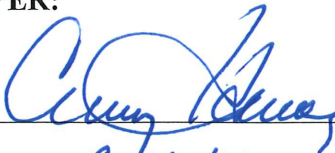
SECTION TEN: Construction.

This Agreement shall be construed in accordance with the laws of the State of Florida.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed as of the date and year first above written.

CITY OF OCOEE SIGNATURE PAGE
Maintenance, Materials, and Workmanship Agreement

DEVELOPER:

By: 
Print Name: Carlos Hanks
Title: MANAGER

CITY:

CITY OF OCOEE, FLORIDA

By: _____
Rusty Johnson, Mayor

ATTEST:

Melanie Sibbitt, City Clerk

(SEAL)

APPROVED BY THE CITY OF OCOEE
COMMISSION AT A MEETING HELD ON
_____, 20____
UNDER AGENDA ITEM NO. _____

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA;
APPROVED AS TO FORM AND
LEGALITY this ____ day of
_____, 20__.

FISHBACK DOMINICK

By: _____
Richard Geller, City Attorney

EXHIBIT "A"

(Legal Description of Real Property Constituting the Subdivision)

EXHIBIT "B"

FORM OF LETTER OF CREDIT

(See Following Page)



FIRST HORIZON BANK
INTERNATIONAL OPERATIONS
165 MADISON AVENUE, 4TH FLOOR
MEMPHIS, TN 38103

L/C: (901) 523-4431
COLL: (901) 523-4414
SWIFT: FTBMUS44

AMENDMENT TO STANDBY LETTER OF CREDIT

OUR REFERENCE NUMBER: S253069
AMENDMENT NUMBER: 001
DATE OF AMENDMENT: MAY 05, 2025

BENEFICIARY:
CITY OF OCOEE
1 NORTH BLUFORD AVENUE
OCOEE, FL 34761
ATTN: CITY ENGINEER

APPLICANT: (BEFORE AMENDMENT)
JTD LAND COMPANY, LLC
210 HANGAR ROAD
KISSIMMEE, FL 34741

WE HEREBY AMEND OUR LETTER OF CREDIT AS FOLLOWS:

APPLICANT NAME NOW TO READ AS: JTD LAND AT WYNWOOD, LLC

FIRST HORIZON BANK



AUTHORIZED SIGNATURE
RODNEY BOUEY,
ASSISTANT VICE PRESIDENT



FIRST HORIZON BANK
INTERNATIONAL OPERATIONS
165 MADISON AVENUE, 4TH FLOOR
MEMPHIS, TN 38103

L/C: (901)523-4431
COLL: (901)523-4414
SWIFT: FTBMUS44

ISSUE DATE: MAY 01, 2025

IRREVOCABLE STANDBY LETTER OF CREDIT NO. S253069

SUBDIVISION NAME/PHASE : WYNWOOD PUD PHASE 3 & 4

APPLICANT:
JTD LAND COMPANY, LLC
210 HANGAR ROAD
KISSIMMEE, FL 34741

BENEFICIARY:
CITY OF OCOEE
1 NORTH BLUFORD AVENUE
OCOEE, FL 34761
ATTN: CITY ENGINEER

EXPIRY DATE / PLACE: APRIL 24, 2027 AT OUR COUNTERS

CREDIT AMOUNT: USD255,456.12 (USD TWO HUNDRED FIFTY FIVE
THOUSAND FOUR HUNDRED FIFTY SIX DOLLARS 12/100)

WE HEREBY ESTABLISH OUR IRREVOCABLE STANDBY LETTER OF CREDIT #
S253069, IN FAVOR OF CITY OF OCOEE, A FLORIDA
MUNICIPAL CORPORATION, AND AUTHORIZE YOU TO DRAW ON FIRST
HORIZON BANK (THE "BANK"), AT 315 EAST ROBINSON STREET,
SUITE 350, ORLANDO, FL 32801 BY ORDER OF JTD LAND
COMPANY, LLC UP TO BUT NOT EXCEEDING THE AGGREGATE AMOUNT OF TWO
HUNDRED FIFTY FIVE THOUSAND FOUR HUNDRED FIFTY SIX DOLLARS
12/100
(\$255,456.12), IN UNITED STATES FUNDS, WHICH IS AVAILABLE BY
YOUR DRAFT AT SIGHT, WHEN ACCOMPANIED BY THIS LETTER OF CREDIT
AND ANY ONE OF THE FOLLOWING DOCUMENTS:

1. A STATEMENT PURPORTEDLY SIGNED BY THE MAYOR, CITY MANAGER OR
AUTHORIZED REPRESENTATIVE TO THE EFFECT THAT THE CITY IS



ENTITLED TO DRAW UPON THE LETTER OF CREDIT PURSUANT TO THE TERMS OF THAT CERTAIN MAINTENANCE, MATERIALS AND WORKMANSHIP AGREEMENT BETWEEN THE CITY AND APPLICANT WITH RESPECT TO THE FOLLOWING SUBDIVISION: JTD LAND AT WYNWOOD, LLC; OR

2. A STATEMENT PURPORTEDLY SIGNED BY THE MAYOR, CITY MANAGER OR AUTHORIZED REPRESENTATIVE TO THE EFFECT THAT THE PERFORMANCE OF APPLICANT'S OBLIGATION UNDER THE MAINTENANCE, MATERIALS AND WORKMANSHIP AGREEMENT HAS NOT BEEN COMPLETED YET AND THE LETTER OF CREDIT WILL EXPIRE WITHIN 30 DAYS FROM THE DATE OF THE DRAWING WITHOUT BEING EXTENDED OR REPLACED TO THE CITY'S SATISFACTION; OR

3. A STATEMENT PURPORTEDLY SIGNED BY THE MAYOR, CITY MANAGER OR AUTHORIZED REPRESENTATIVE TO THE EFFECT THAT FIRST HORIZON BANK HAS LOST ITS DESIGNATION AS A "QUALIFIED PUBLIC DEPOSITORY" PURSUANT TO FLORIDA STATUTES, CHAPTER 280, AND AN ACCEPTABLE REPLACEMENT LETTER OF CREDIT HAS NOT BEEN RECEIVED; OR

4. A STATEMENT PURPORTEDLY SIGNED BY THE MAYOR, CITY MANAGER, OR AUTHORIZED REPRESENTATIVE, THAT THE DRAWING IS DUE TO APPLICANT'S FAILURE TO REPAIR, CORRECT AND/OR CURE A "DEFICIENCY" AS THAT TERM IS DEFINED THAT CERTAIN MAINTENANCE, MATERIALS AND WORKMANSHIP AGREEMENT BETWEEN THE CITY AND APPLICANT WITH RESPECT TO THE FOLLOWING SUBDIVISION: JTD LAND AT WYNWOOD, LLC.

IT IS A CONDITION OF THIS STANDBY LETTER OF CREDIT THAT IT WILL AUTOMATICALLY EXTEND WITHOUT AMENDMENT FOR A PERIOD OF ONE YEAR FROM THE CURRENT EXPIRATION DATE, OR ANY FUTURE EXPIRATION DATE, UNLESS THE ISSUING BANK SENDS NOTICE TO THE BENEFICIARY BY CERTIFIED MAIL, RETURN RECEIPT REQUESTED, OR OVERNIGHT COURIER, AT LEAST 90 DAYS PRIOR TO THE THEN-CURRENT EXPIRY DATE OF THIS LETTER OF CREDIT THAT WE ELECT NOT TO EXTEND THIS LETTER OF CREDIT.

DRAFTS MUST BEAR THE CLAUSE: "DRAWN UNDER LETTER OF CREDIT S253069 OF FIRST HORIZON BANK, DATED MAY 01, 2025."

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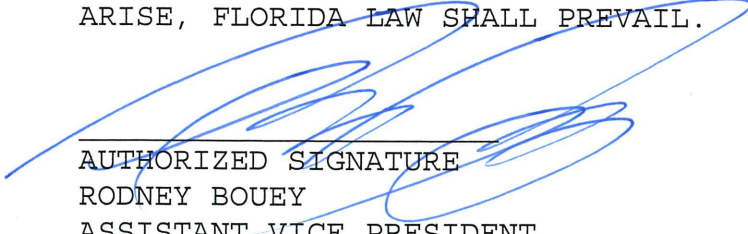
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PLEASE NOTE THAT THIS WILL RESULT IN PROCESSING DELAYS AS THE TEAM IN FLORIDA MUST PASS THE DRAWING ALONG TO THE ACTUAL LETTER OF CREDIT DEPARTMENT IN MEMPHIS, TN.

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AUTHORIZED SIGNATURE
RODNEY BOUEY
ASSISTANT VICE PRESIDENT

STAFF REPORT

Meeting Date: May 20, 2025
Item #: 3

Contact Name: Douglas Gaines
Contact Number: Ext. 1503

Department Director: Mark Johnson
City Manager: Craig Shadrix

Subject: Approval to Award Ocoee Neighborhood Matching Grant to Nine (9) Neighborhood Associations. (Parks and Leisure Services Deputy Director Gaines)

Background Summary:

The Ocoee City Commission approved the implementation of the new Ocoee Neighborhood Matching Grant Program at their meeting on October 15, 2019. The grant program was formerly known as the Most Valuable Partnership Awards (MVP). Staff revamped the MVP to simplify and improve the application process and criteria.

The Neighborhood Matching Grant Program is held annually. This year's grant cycle opened on February 11, 2025. Applications were due on March 14, 2025. Per City Commission approval, the deadline was extended to April 25, 2025. The neighborhood grant program is for homeowner associations (HOA) and neighborhoods that do not have a structured HOA. The goal of the grant program is to assist residents with making improvements to their neighborhoods. The maximum matching grant award is \$2,000. Applicants pay for their improvement projects, and then get a portion back, up to a maximum of \$2,000. Given the nature of the grant program, which is to improve city neighborhoods, the Development Services Department conducted the primary review of applications.

Nine (9) Homeowner Associations submitted grant applications for this grant cycle. One HOA's grant application, Forest Lake Estates' application, is in question because the applicant finished their project before it was approved. Forest Ridge's original application was not recommended due to zoning concerns. Forest Ridge was given the opportunity to change their project, which staff now recommends. The total amount requested by the nine neighborhood associations is \$17,500.00.

1. Forest Lake Estates

Replace and enhance declining plant material at main community entrance.

Amount requested: \$2,000 **Staff recommendation:** \$2,000

2. Forest Ridge

Tear down broken playground, replace with sod and possible concrete extension for common area.

Amount requested: \$2,000 **Staff recommendation:** \$2,000

3. Forest Trails

Remulching of common areas, including entrances, lift stations, pool, and clubhouse areas.

Amount requested: \$2,000 **Staff recommendation:** \$2,000

4. Lake Johio Shores/Waterside

City of Ocoee ▪ 1 N. Bluford Avenue ▪ Ocoee, Florida 34761
Phone: (407) 905-3100 ▪ www.ocoe.org

Paint all 4 entryway signs. Pressure washing of the exterior brick walls, sidewalks, and curbs.
Amount requested: \$2,000 **Staff recommendation:** \$2,000

5. Plantation Grove (Windemere Groves)

Enhance entrance by redoing community sign and landscaping/irrigation.
Amount requested: \$2,000 **Staff recommendation:** \$2,000

6. Preserve at Crown Point

Install ADA certified mulch at the main entrance playground at a depth of approx. 5".
Amount requested: \$2,000 **Staff recommendation:** \$2,000

7. Sleepy Harbour

Trim oak and palm trees on neighborhood lot/park, such that sun can shine through to allow sod growth.
Amount requested: \$1,500 **Staff recommendation:** \$1,500

8. Silver Glen

Replacing landscaping and removing trees, shrubs, adding flowers and plants.
Amount requested: \$2,000 **Staff recommendation:** \$2,000

9. Willows on the Lake

Dock-Common Area tree, shrubbery, and greenery replacement.
Amount requested: \$2,000 **Staff recommendation:** \$2,000

Issue:

Should the Honorable Mayor and City Commissioners approve the Neighborhood Grant funding recommendation?

Recommendations: The total amount requested by the grant applicants is \$17,500. There is \$28,000 allotted for the neighborhood grant program.

- **Forest Ridge – Conditional approval based on meeting the following requirement:**

HOA must obtain a permit for any new concrete or pavers in the common area.

- **Sleepy Harbour - Conditional approval based on meeting the following requirement:**

HOA must obtain a permit for the removal of dead palm trees.

Attachments:

1. Forest Lake Estates
2. Forest Ridge UPDATED
3. Forest Trails
4. Lake Johio Shores/Waterside
5. Plantation Grove West
6. Preserve at Crown Point
7. Silver Glen
8. Sleepy Harbour
9. Willows on the Lake

Financial Impacts:

The total grant funding requested by all applicants is \$17,500. There is \$28,000 available for the grant program in FY 2024/25. Therefore, the total amount recommended for award is \$17,500.

Type of Item: Consent

**City of Ocoee
Neighborhood Matching Grants Program**

PLEASE PRINT OR TYPE

Name of Neighborhood: Forest Lake Estates

Project Leader: Robert Henry

Address for Project Leader: 706 Misty Maple St Ocoee FL 34761

Project Leader (Cell) 407-592-0806 Project Leader (Home) 407-592-0806

Email Address: roberthendy613@gmail.com

What is the name of your proposed project?

- 1) Entry Beautification and Identification
- 2) Open Space and Common Area Enhancements
- 3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

Does your neighborhood have an official Homeowners Association (legal entity)? Yes

If Yes: (If No, skip to next section.)

When was it formed? 2019 How many members are in the association? 279

Are the members all homeowners in the neighborhood? YES

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.): President, Vice President, Secretary/Treasurer

How does the association elect its leadership? When and how often are elections held?

Annual meeting once a year in July.

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? _____ When was it organized? _____

How many members are in the group? _____

How many homes are in your neighborhood? _____

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

What is the dollar amount being requested? (dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.) \$ 2000

Briefly describe the proposed project: Replace/enhance declining plant material at main entrance to the community,

List the project goals:

- (1) Replace declining plant material at Entrance.
- (2) Enhance curb appeal
- (3) Retain Property values

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)

At the community entrance. See red highlighted areas on enclosed photo's.

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and attach a drawing.

For physical improvements, will it be located on:

Public Right-of-Way: _____

Private Property: ~~At entrance. Lazy Pine Dr.~~

Common Area Owned by the Homeowners Association: Community Entrance/Lazy Pine Dr.
(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on 2/20/25 (date), and attached are the minutes/letter reflecting this vote.

HOA President
Robert Henry

Print name of person preparing application



Signature of person preparing application

Date: 3.7.25



Signature of Project Leader



Signature of Neighborhood President

Date: 3.7.25





**Green Valley Landscape
Management Inc.**
2201 Tall Oak Dr
Winter Garden, FL 34787

mikem@greenvalley-fl.com
(321)388-6428



Estimate details

Estimate no.: 2496

Estimate date: 03/06/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Dwarf Ixora	3 gallon	80	\$10.00	\$800.00
2.		Labor	Remove Roses and install Ixoras	1	\$600.00	\$600.00
3.		Mulch	Pine Bark	1	\$200.00	\$200.00
4.		Dump Fees		1	\$50.00	\$50.00
Total						\$1,650.00

Accepted date

Accepted by

ESTIMATE

Green Valley Landscape
Management Inc.
2201 Tall Oak Dr
Winter Garden, FL 34787

mikem@greenvalley-fl.com
(321)388-6428



Bill to
Forest lake Estates

Estimate details

Estimate no.: 2497
Estimate date: 03/06/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Liberty Holly	Liberty Holly	1	\$675.00	\$675.00
2.		Labor	Remove and install Liberty Holly	1	\$325.00	\$325.00
3.		Mulch	Pine bark installed	1	\$50.00	\$50.00
4.		Dump Fees		1	\$50.00	\$50.00
5.		irrigation repair	Install .5" Tree bubbler	1	\$75.00	\$75.00
Total						\$1,175.00

Accepted date

Accepted by

ESTIMATE

Green Valley Landscape
Management Inc.
2201 Tall Oak Dr
Winter Garden, FL 34787

mikem@greenvalley-fl.com
(321)388-6428



Bill to
Forest lake Estates

Estimate details

Estimate no.: 2495

Estimate date: 03/06/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Podocarpus 3 Gal	Pringles	30	\$10.00	\$300.00
2.		Labor	Remove Boxwoods and Install Pringles Podocarpus.	1	\$375.00	\$375.00
3.		Dump Fees		1	\$50.00	\$50.00
4.		Mulch	Pine Bark installed	1	\$125.00	\$125.00
Total						\$850.00

Accepted date

Accepted by



CEPRA
LANDSCAPE

Proposal

PO Box 865
Oakland, FL 34760
407-287-5622
CepraLandscape.com

PROPERTY
Forest Lake Estates 1021 Dusty Pine Drive Apopka, FL 32703

PROPOSAL #	DATE	
42192	08/19/2024	

DESCRIPTION	
replacing a declining holly at the right-side of the entrance monument. (Conty Liberty Holly)	\$1,931.00

DESCRIPTION	QTY	UNIT\$	TOTAL \$
Add Tree Bubbler	1.00	\$95.00	\$95.00
Dump Fees - General Debris	1.00	\$100.00	\$100.00
General Enhancement Labor	6.00	\$65.00	\$390.00
Misc. Enhancement Parts	1.00	\$1,300.00	\$1,300.00
Pine Bark Mulch (Mini) - 3cf Bag Installed	4.00	\$11.50	\$46.00

INCLUDED SERVICES	OCCURS	COST EACH	EXT COST	TOTAL COST
ENHANCEMENT	1	\$1,931.00	\$1,931.00	\$1,931.00
TOTAL:			\$1,931.00	\$1,931.00



CEPRA
LANDSCAPE

Proposal

PO Box 865
Oakland, FL 34760
407-287-5622
CepraLandscape.com

PROPERTY
Forest Lake Estates 1021 Dusty Pine Drive Apopka, FL 32703

PROPOSAL #	DATE	
42194	08/18/2024	

DESCRIPTION	
Replacing Roses for dwarf ixora, around the holly trees at the main entrance in both sides.	\$2,555.00

DESCRIPTION	QTY	UNIT\$	TOTAL \$
Brown Mulch - 3cf Bag Installed	30.00	\$11.50	\$345.00
Dump Fees - General Debris	1.00	\$100.00	\$100.00
General Enhancement Labor	10.00	\$65.00	\$650.00
Ixora 'Orange' - 3 gal.	80.00	\$18.25	\$1,460.00

INCLUDED SERVICES	OCCURS	COST EACH	EXT COST	TOTAL COST
ENHANCEMENT	1	\$2,555.00	\$2,555.00	\$2,555.00
TOTAL:			\$2,555.00	\$2,555.00



CEPRA
LANDSCAPE

Proposal

PO Box 865
Oakland, FL 34760
407-287-5622
CepraLandscape.com

PROPERTY
Forest Lake Estates 1021 Dusty Pine Drive Apopka, FL 32703

PROPOSAL #	DATE	
42195	08/18/2024	

DESCRIPTION	
Removing boxwood from the monuments from both sides at the entrance and install pringles podocarpus	\$1,440.00

DESCRIPTION	QTY	UNIT\$	TOTAL \$
Brown Mulch - 3cf Bag Installed	15.00	\$11.50	\$172.50
Dump Fees - General Debris	1.00	\$100.00	\$100.00
General Enhancement Labor	10.00	\$65.00	\$650.00
Podocarpus 'Pringle' - 3 gal.	30.00	\$17.25	\$517.50

INCLUDED SERVICES	OCCURS	COST EACH	EXT COST	TOTAL COST
ENHANCEMENT	1	\$1,440.00	\$1,440.00	\$1,440.00
TOTAL:			\$1,440.00	\$1,440.00



Forest Lake Estates HOA

1002 Birch Hollow Drive
Apopka, Florida 32703

Estimate #8427

From RLC Landscaping & Irrigation
407-366-5629
rose@rlclandscaping.com
www.rlclandscaping.com
P.O. Box 180817
Casselberry, FL 32718

Bill To 1631 E. Vine Street
Suite 300
Kissimmee, FL 34744

Sent On 03/05/2025

Job Title LAND - Replacing Roses for Dwarf Ixora
around the Holly Trees at the main
entrance in both sides

**Account
Manager** Chris Evensen

Product/Service	Description	Qty.	Unit Price	Total
Description & Location of Work:	Replacing Roses for Dwarf Ixora around the Holly Trees at the main entrance in both sides	1	\$0.00	\$0.00
Misc. Material	Brown Mulch - 3 cf Bag Installed	30	\$7.25	\$217.50*
Debris disposal	Dump Fees - General Debris	1	\$75.00	\$75.00
Labor General	General Enhancement Labor	10	\$55.00	\$550.00*
Ixora 3-gal.	Ixora Orange - 3 gallon	80	\$25.60	\$2,048.00*

* Non-taxable

Total **\$2,890.50**

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____



Forest Lake Estates HOA

1002 Birch Hollow Drive
Apopka, Florida 32703

Estimate #8426

From RLC Landscaping & Irrigation
407-366-5629
rose@rlclandscaping.com
www.rlclandscaping.com
P.O. Box 180817
Casselberry, FL 32718

Bill To 1631 E. Vine Street
Suite 300
Kissimmee, FL 34744

Sent On 03/05/2025

Job Title LAND - Replace declining Holly at right
side of entrance monument

Account Manager Chris Evensen

Product/Service	Description	Qty.	Unit Price	Total
Description & Location of Work:	Replace declining Holly at right side of entrance monument	1	\$0.00	\$0.00
Irrigation Repairs - Hourly	Labor to add Tree Bubbler	2	\$71.00	\$142.00
Bubblers	Bubblers & Misc. Parts (only actual will be invoiced)	1	\$35.00	\$35.00*
Labor General	General Enhancement Labor	6	\$55.00	\$330.00*
Debris disposal	Dump Fees - General Debris	1	\$50.00	\$50.00*
Misc. Material	Misc. Enhancement Parts	1	\$0.00	\$0.00
	Holly Tree			
Pine Bark Mulch - bag	Pine Bark Mulch (mini) - 3 cf bag	4	\$6.75	\$27.00*

* Non-taxable

Total **\$584.00**

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____



Forest Lake Estates HOA

1002 Birch Hollow Drive
Apopka, Florida 32703

Estimate #8425

From RLC Landscaping & Irrigation
407-366-5629
rose@rlclandscaping.com
www.rlclandscaping.com
P.O. Box 180817
Casselberry, FL 32718

Bill To 1631 E. Vine Street
Suite 300
Kissimmee, FL 34744

Sent On 03/05/2025

Job Title LAND - Removing Boxwood from the
monuments from both sides at the
entrance and install Pringles Podocarpus

**Account
Manager** Chris Evensen

Product/Service	Description	Qty.	Unit Price	Total
Description & Location of Work:	Removing Boxwood from the monuments from both sides at the entrance and install Pringles Podocarpus	1	\$0.00	\$0.00
Misc. Material	Brown Mulch - 3 cf Bag Installed	15	\$7.25	\$108.75*
Debris disposal	Dump Fees - General Debris	1	\$50.00	\$50.00*
Labor General	General Enhancement Labor	10	\$55.00	\$550.00*
Podocarpus - Pringles 3 gal	Pringles Podocarpus - 3 gallon	30	\$26.75	\$802.50

* Non-taxable

Total **\$1,511.25**

This quote is valid for the next 30 days, after which values may be subject to change.

Signature: _____ **Date:** _____

FOREST LAKE ESTATES HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS
BOARD MEETING MINUTES
Thursday, February 20th, 2025, 6:30 P.M.

February 20th, 2025

6:30 P.M.

Virtual only via Microsoft Teams

BOARD MEMBERS PRESENT:

Robert Henry, President

Cynthia Kearney, Vice President

Ryan Harris, Secretary/Treasurer

BOARD MEMBERS ABSENT:

None.

STAFF MEMBERS PRESENT:

Audrey Fontaine-Nulph, LCAM, Community
Manager

At 6:30 P.M., Robert Henry called the meeting to order. A quorum of three of three Board members was established. Pursuant to Florida Statute 720, Proof of Notice of the Board of Directors meeting was established by emailing the notice to the community 48 hours in advance and posting at the community mailboxes.

- Approval of Previous Meeting Minutes from January 9, 2025
 - Robert motioned to approve the minutes as submitted. Cynthia seconded. Motion passed unanimously.
- Committee Reports
 - ARC
 - No report given at this time. Robert motioned to ratify all applications approved since the last meeting. Cynthia seconded. Motion passed unanimously.
 - Events
 - No report given at this time.
 - Security
 - No report given at this time.
 - Fining
 - No report given at this time.
- Old Business
 - None.
- New Business
 - Amend Agenda to Add Discussion Regarding Existing Water Softener Violation
 - Robert motioned to amend the agenda to add the discussion of an existing water softener violation in the community. Cynthia seconded. Motion passed unanimously.
 - Discussion Regarding Existing Water Softener Violation
 - Artemis shared the background discussion had with the owner regarding their water softener and the interpretation of Article VII Section 7.04 of the Declaration. Robert motioned to consult the attorney on their interpretation of the governing documents and if the Association has the option to enforce the shield requirement for water softeners. Cynthia seconded. Motion passed unanimously.
 - Common Area Parcel Sales

- Artemis gave the background on the ongoing discussion had with three potential buyers for common area parcels located across Clarcona Ocoee Road.
- Robert motioned to refuse the sale of Parcel ID 05-22-28-6432-00-005 as it is platted as Future Land Development and the Board does not want to risk an undesirable structure being built there. Cynthia seconded this motion. Motion passed unanimously.
- Robert motioned to approve the cost of \$700 to have Parcel IDs 05-22-28-9152-15-480 and 05-22-28-9152-15-020 appraised for its sale value by a property appraiser. Ryan seconded. Motion passed unanimously.
- Pool Resurfacing Proposals
 - The pool is currently showing signs of wear & tear that could risk the pool being shut down by the health department if not repaired soon.
 - Three proposals were presented to the Board from Central Florida Pool & Spa, Vermana Pools, and Southeast Pools to resurface the pool.
 - Robert motioned to approve the proposal from Southeast Pools for \$27,760 with an additional cost of \$4,250 to add step tiles for a total cost of \$32,010. Ryan seconded. Motion passed unanimously.
- Mailbox Walkway Proposals
 - Several proposals were presented to the Board for installing a paved walkway by the mailbox where there is a worn path from foot traffic. These proposals included bids from AS Concrete, VMG Construction, ACPLM, Asphalt365, DMI Paving, and Prestige Contractors.
 - Robert motioned to approve the bid from VMG Construction at a cost of \$1,800. Ryan motioned to table the matter until a future meeting. Cynthia seconded the motion to approve the proposal. Motion passed with a 2/3 majority.
- City of Ocoee Grant Program
 - Robert motioned to approve submitting a grant application to the City of Ocoee for beautification of the community. Ryan seconded. Motion passed unanimously.
- Open Forum
 - None.
- Adjournment
 - Robert motioned to adjourn the meeting. Cynthia seconded. Motion passed unanimously and the meeting was adjourned at 7:06 P.M.

Respectfully Submitted,
Audrey Fontaine-Nulph, LCAM
Community Association Manager

City of Ocoee
Neighborhood Matching Grants Program

PLEASE PRINT OR TYPE

Name of Neighborhood: Forest Ridge
Project Leader: Dorothy Schmidt
Address for Project Leader: 115 Laurel Ridge ave
Project Leader (Cell) 4076663417 (Home) same
Email Address: DSchmidt0717@yahoo.com

What is the name of your proposed project?

1) Entry Beautification and Identification

(2) Open Space and Common Area Enhancements

3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

Basking ridge & anderson pl

Does your neighborhood have an official Homeowners Association (legal entity)? yes

If Yes: (If No, skip to next section.)

When was it formed? 2003 How many members are in the association? 58

Are the members all homeowners in the neighborhood? yes

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.):

President, vice president, secretary

How does the association elect its leadership? When and how often are elections held?

By vote at annual meeting in Nov.

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? _____ When was it organized? _____

How many members are in the group? _____

How many homes are in your neighborhood? _____

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

What is the dollar amount being requested? (dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.) \$2000

Briefly describe the proposed project: Tear down broken playground, replace w/ sod and possible concrete extension for common area

List the project goals:

- (1) Remove broken playground
- (2) Plant sod
- (3) add concrete general area

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)

(attached) at end of anderson Pl.

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and **attach a drawing.**

For physical improvements, will it be located on:

Public Right-of-Way: _____

Private Property: ☒ _____

Common Area Owned by the Homeowners Association: yes

(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

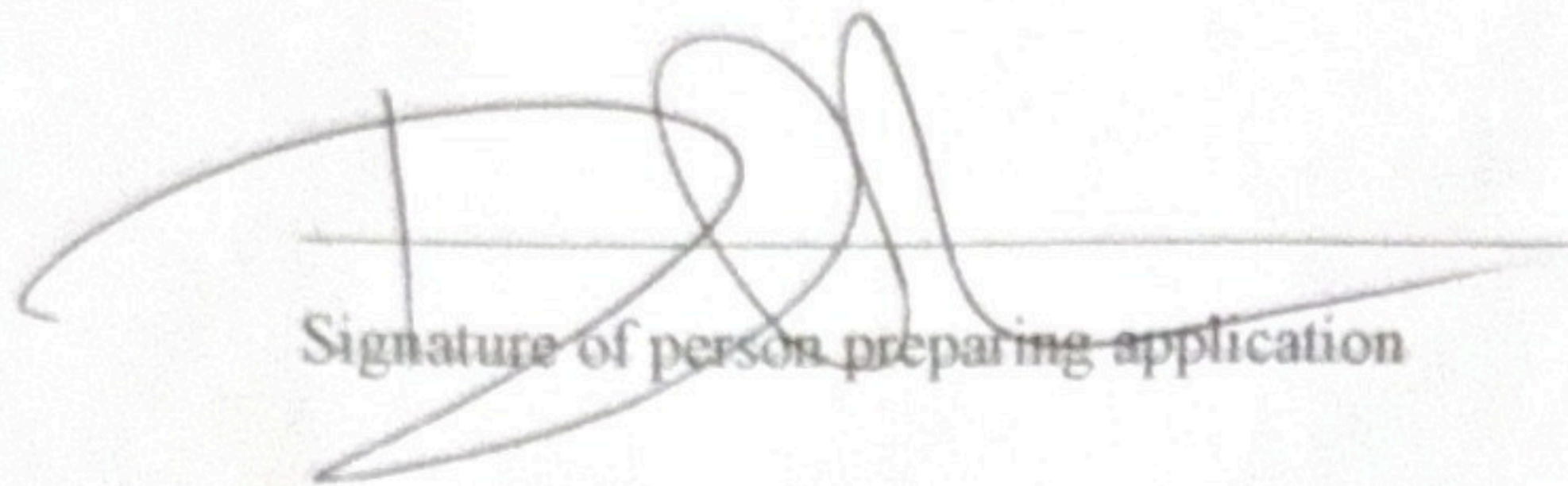
We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on 5/07/25 (date), and attached are the minutes/letter reflecting this vote.

Dorothy Schmidt

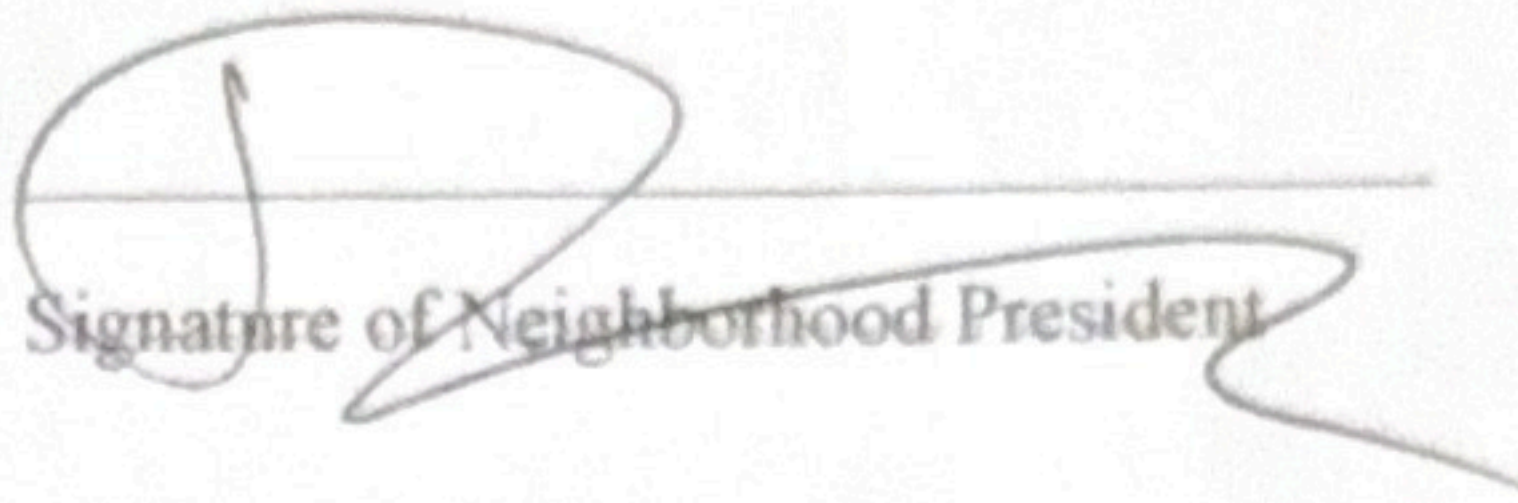
Print name of person preparing application

Dorothy Schmidt

Signature of Project Leader



Signature of person preparing application



Signature of Neighborhood President

Date: 05/07/25

Date: 05/07/25





Forest Ridge at Ocoee Home Association, Inc.
C/O Extreme Management Team, LLC
Phone: 352-366-0234 ext. 122
Email: jahvon@hoaemt.com

To whom this may concern,

My name is Chris Chambers. I am the president of the HOA Board for Forest Ridge at Ocoee. We recently submitted an application to participate in the Neighborhood Matching Grant program. Part of this application was a request of our board meeting minutes. It has been brought to my attention that the minutes from our previous quarterly meeting does not show that the community agreed in favor of applying for and participating in the Neighborhood Matching Grant. As the president of our community HOA board, I would like to confirm that we indeed put this topic out to vote in our meeting and it was approved overwhelmingly. Please accept this letter as confirmation. If there is anything else that we need to provide, please let us know and we will be glad to accommodate.

Thank you very much, God bless and have a great day,

Christopher Chambers, Sr.
President of Forest Ridge at Ocoee Homeowners Association Board

Citrus Property Improvement LLC

Johnny Rivers III

Business Number87-4377149

9851 quail cove ct Windemere, FL 34786

4072341472

<https://citrusimprovements.com>

citrusimprovements@icloud.com



TO	DATE
Forest ridge HOA	01/13/2025
Jahvon	TOTAL
121 Anderson place ocoee fl 34761	USD \$3,125.00
📞 +1 (407) 312-8967	
Jahvon@hoaemt.com	
ESTIMATE	
EST0295	

DESCRIPTION	AMOUNT
Playground Demo	
This Includes	\$1,750.00
Removal of playground and necessary areas of concrete footers	
\$800	
Pergola demo leaving the concrete pad	
\$400	
Removal of Trash cans	
\$50	
Bench’s demo with concrete slabs	
\$800	
Removal of Wood boarder around playground and flower bed	
\$100	
Sod	
Yard measurements	
55x25 =1,375 ft² 1 pallet = 400 ft²	\$1,375.00



ESTIMATE

Date: 02.11.25
Estimate No.: 2612

Facility Maintenance s Playground Inspections s Playground Maintenance s Project Management

Bill To:

Service Location:

Attn: Jahvon Wilkerson
Extreme Property Management
c/o Forest Ridge Homeowners Association
2113 Ruby Red Blvd., Suite B
Clermont, FL 34714

Community Playground

Work Order Description and Scope of Services	Charges
S Dissamble, remove, and haul off one existing composite playground structure including the S concrete footers S Dissamble, remove, and haul off one existing wooden pergola structure on the concrete pad S Dissamble, remove, and haul off wood from existing benches, leaving the legs with HOA for S future use S Dissamble, remove, and haul off existing trash receptacles Pull up, remove, and haul off wooden containment borders Pull up, remove, and haul off existing concrete bench pads* Labor and Materials	\$ 4,950.00
Note: *An attempt to relocate one or more existing concrete bench pad to the back area by the picnic table pad will be made	
	Estimate Total: \$ 4,950.00 Deposit Required: \$ - Balance Due Upon Completion: \$ 4,950.00



ESTIMATE

Date: 02.11.25
Estimate No.: 2613

Facility Maintenance s Playground Inspections s Playground Maintenance s Project Management

Bill To:

Service Location:

Attn: Jahvon Wilkerson
Extreme Property Management
c/o Forest Ridge Homeowners Association
2113 Ruby Red Blvd., Suite B
Clermont, FL 34714

Community park

Work Order Description and Scope of Services	Charges
S Form and pour an additional concrete pad in the community park next to the existing concrete pad approximately 10'8 x 10' Labor and Materials Notes: - Concrete to be 3,000 psi - Light broom finish	\$ 2,875.00 Estimate Total: \$ 2,875.00 Deposit Required: \$ - Balance Due Upon Completion: \$ 2,875.00

Honel Property Maintenance, Inc.

5036 Dr Phillips Blvd | SUITE 228 | Orlando, FL 32819 | PH: 407.383.4800 | www.honelpm.com

RE: Forest Ridge Neighborhood Matching Grant Application

JW

Jahvon Wilkerson Ext.122 <Jahvon@hoaemt.com>
To Ochoa, Kaitlyn; dschmidt0717@yahoo.com; McFarlane, Brett

Reply

Reply All

Forward

Mon 5/12/2025 11:19 AM

General\All Employees (unrestricted)

Good Morning Everyone,

I understand there was a deadline today at 12:00 PM, and that a third quote was needed to complete the Matching Grant application. Unfortunately, we were unable to obtain the third quote due to a lack of communication from the vendor.

The company we were attempting to receive the quote from is PlayNation, and the representative I've been in contact with is Myrna Benitez.

Please let me know if you need anything further from the management company or the Board of Directors to move forward.

Best regards,

Thank you,



Jahvon Wilkerson
Licensed Community Association Manager
Extreme Management Team
2113 Ruby Red Blvd, Ste B
Clermont, FL 34714
Phone: (352) 366.0234 | Website: <https://link.edgepilot.com/s/b0b91333/arCMO-DV8UySTqIcaGVsbg?u=http://www.hoaemt.com/>

RECEIVED
4/10/25

K.O.



Fiscal Year 2024/2025

Applications are available online at Ocoee.org and at City Hall. Deadline to submit applications EXTENDED to April 7, 2025 by 5 p.m.

City of Ocoee
Neighborhood Matching Grants Program

PLEASE PRINT OR TYPE

Name of Neighborhood: Forest Trails Homeowners Association

Project Leader: Robert Yost

Address for Project Leader: 2321 Laurel Blossom Circle, Ocoee, FL 34761

Project Leader (Cell) 407-393-8544 Project Leader (Home) _____

Email Address: djw11oy@gmail.com

What is the name of your proposed project? Mulch Project

- 1) Entry Beautification and Identification
- 2) Open Space and Common Area Enhancements
- 3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

Does your neighborhood have an official Homeowners Association (legal entity)? Yes

If Yes: (If No, skip to next section.)

When was it formed? 5/12/2004 How many members are in the association? 136

Are the members all homeowners in the neighborhood? Most homes

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.): President, VP, Secretary, no committees.

How does the association elect its leadership? When and how often are elections held?

General Annual Elections each year.

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? No When was it organized? _____

How many members are in the group? _____

How many homes are in your neighborhood? _____

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

What is the dollar amount being requested? (dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.) \$2,000.00

Briefly describe the proposed project: Mulching project for common elements including both entrances, lift station area, pool and clubhouse areas. Also common area - Crape Myrtles.

List the project goals:

- (1) New mulch for common areas
- (2) _____
- (3) _____

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)

Please see above

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and attach a drawing.

For physical improvements, will it be located on:

Public Right-of-Way: _____

Private Property: _____

Common Area Owned by the Homeowners Association: _____
(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on _____ (date), and attached are the minutes/letter reflecting this vote.

Anthony Mastrocola

Print name of person preparing application

Anthony A. Mastrocola

Signature of person preparing application

Date: April 1st 2025

Signature of Project Leader

[Signature]

Signature of Neighborhood President

Date: Apr 1 2025

Forest Trails Homeowners Association, Inc.

3/27/2025

Re: Grant Application for Beautification Grant, City of Ocoee

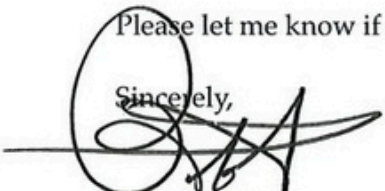
Hello,

Please accept this letter as confirmation of the approval of a mulching project at Forest Trails Homeowners Association. This letter is intended to offer approval. Attached to this letter are the application and 3 proposals for the mulching project.

Also attached are pictures of the areas of beautification. We will be mulching both entrances to the community and the other common areas including the pool, clubhouse and the lift station area beds.

Please let me know if you have any questions.

Sincerely,



Robert Yost
Board President

Forest Trails Homeowners Association
2321 Laurel Blossom Circle
Ocoee, FL 34761







































ESTIMATE

Emerald Turf Pros

2333 Laurel Blossom Circle
Ocoee, FL 34761
(407) 209-5388



To:
Forrest Trails Homeowners Association, Inc.
Laurel Blossom Circles
Ocoee, FL 34761

Estimate # 2697
Estimate Date 02/24/2025
Total Amount \$3,155.00

Item	Quantity	Price	Tax1	Tax2	Line Total
Mulch Pallets	9.0	\$245.00			\$2,205.00
Delivery	1.0	\$150.00			\$150.00
Labor	4.0	\$200.00			\$800.00

Subtotal: \$3,155.00
Tax: \$0.00
Past Due Amount: \$0.00
Total Amount: \$3,155.00

Notes



Terra Care Outdoor Worx

P.O. Box 530496
Debary, FL 32753-0496

Estimate

Date	Estimate #
1/26/25	605

Name / Address
Forest Trails HOA

			Project
Description	Qty	Rate	Total
First entrance mulching common areas both sides to first oak tree and center areas includes large pine bark nuggets mulch, delivery, & install per yard	22	70.00	1,540.00
Second entrance mulching common areas both sides to first oak tree includes large pine bark nuggets mulch, delivery, & install per yard	14	70.00	980.00
Club house all common areas landscaping clean where needed and mulch areas to freshen up beds includes large pine bark nuggets mulch, delivery, & install per yard	24	70.00	1,680.00
Pump station mulching common areas landscaping includes large pine bark nuggets mulch, delivery, & install per yard	6.5	70.00	455.00
Total			\$4,655.00

For any questions or property concerns or if you need to make a payment please contact Sarah Willey 386-337-4098

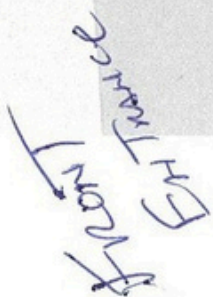
Signature _____

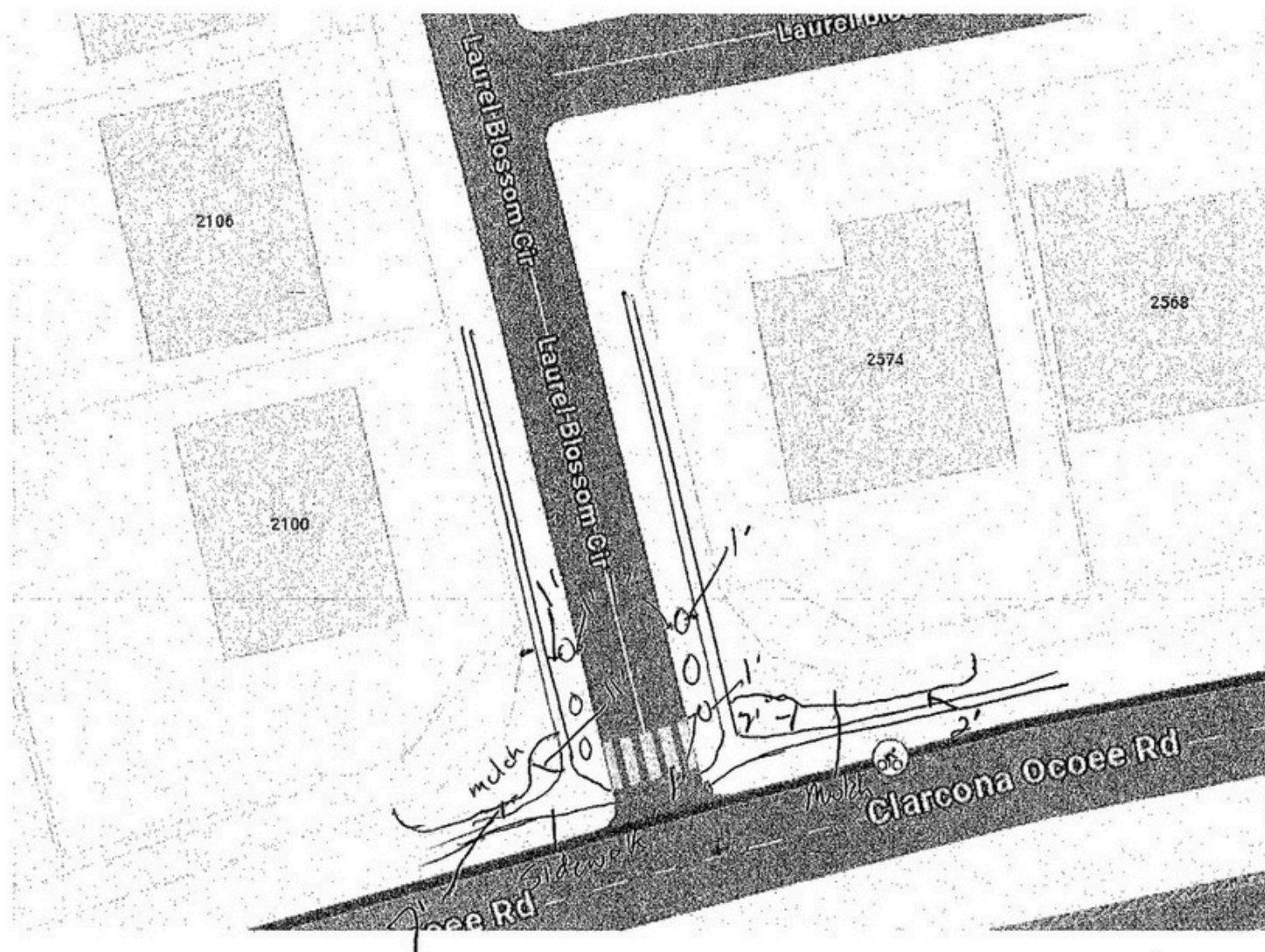
PROPOSAL



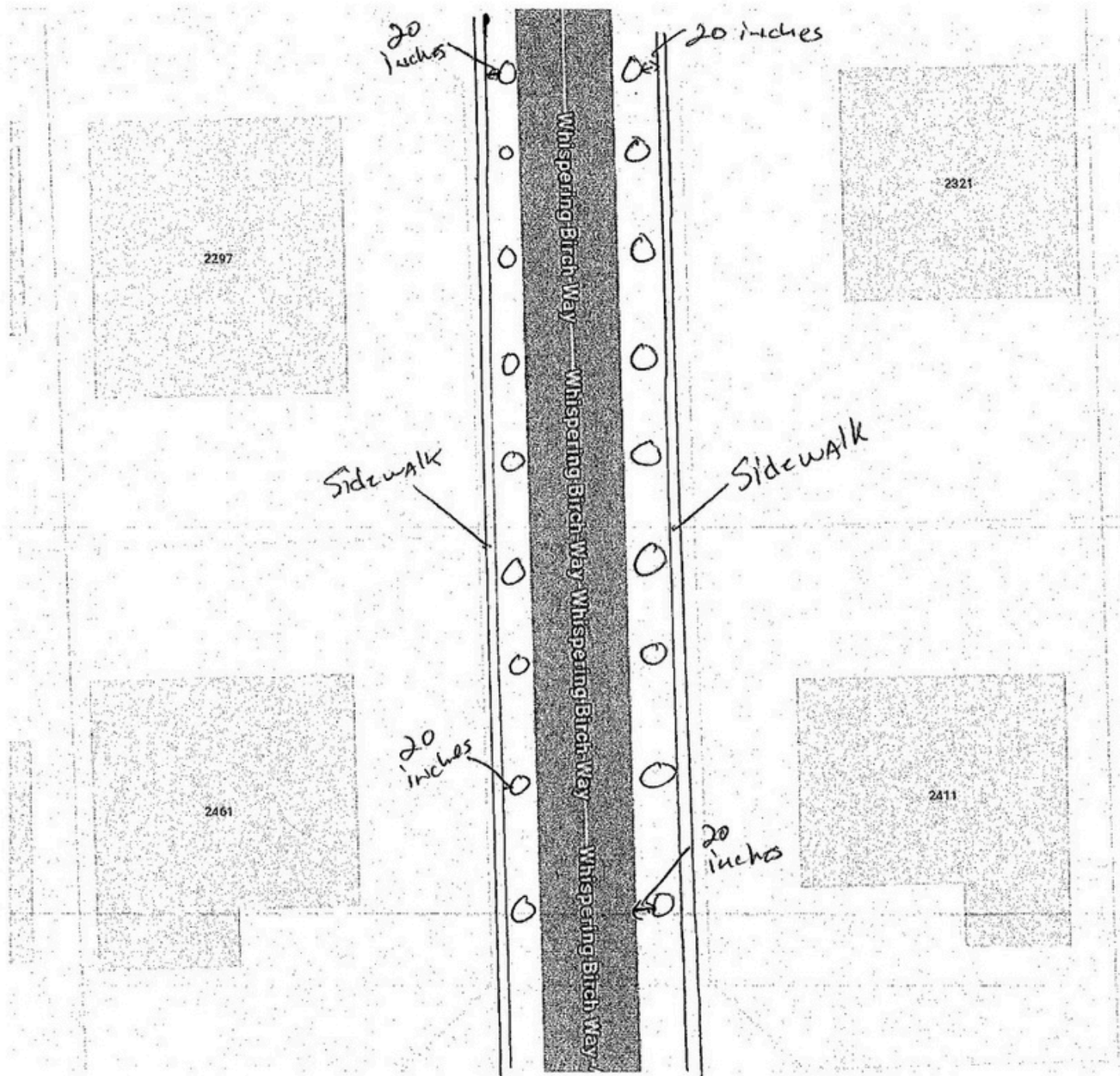
DATE: JANUARY 31,2025
FOR: TONY
INVOICE 2000
BILL TO: FOREST TRAILS
C.O SPECIALITY MGMT.



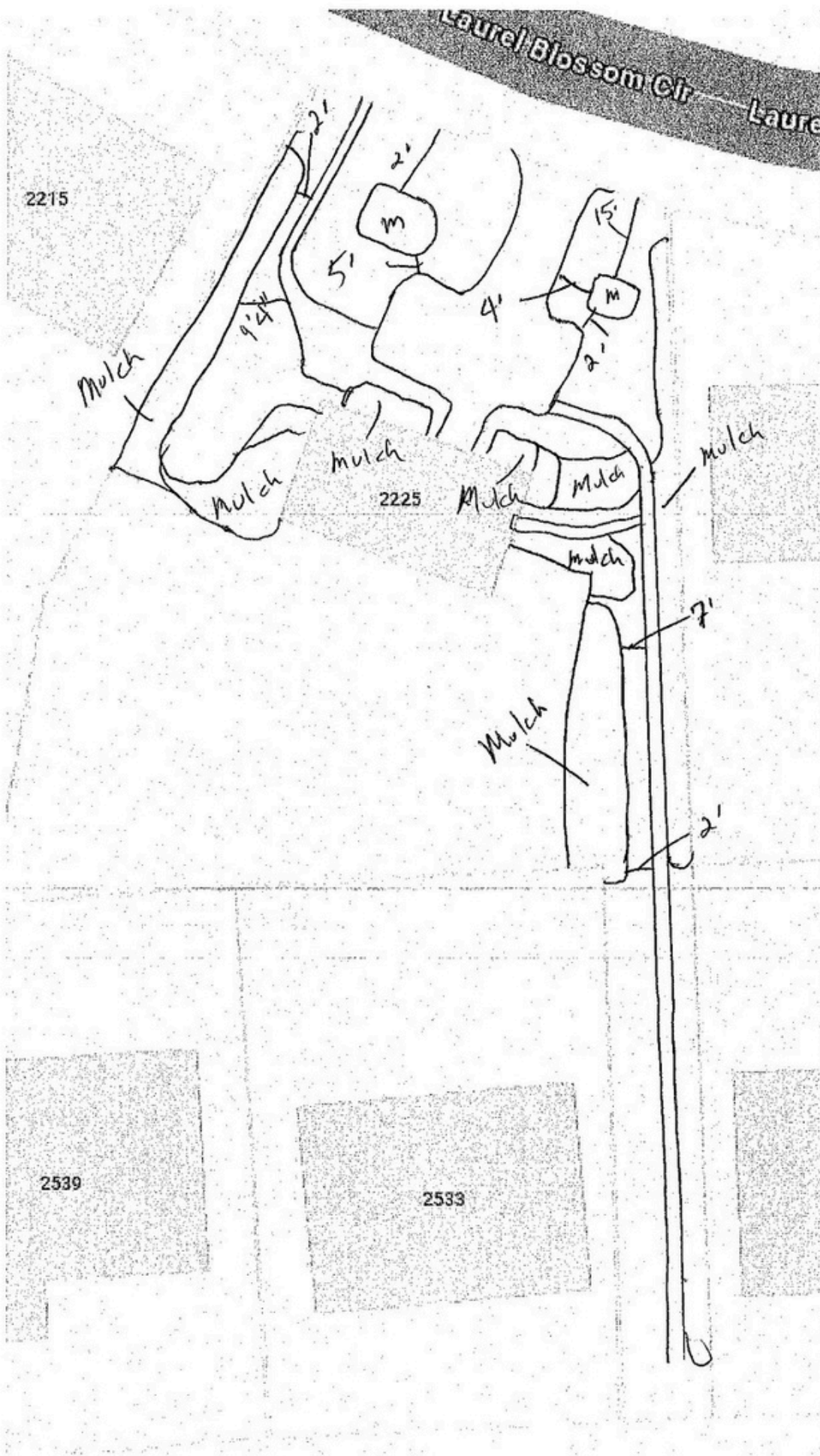


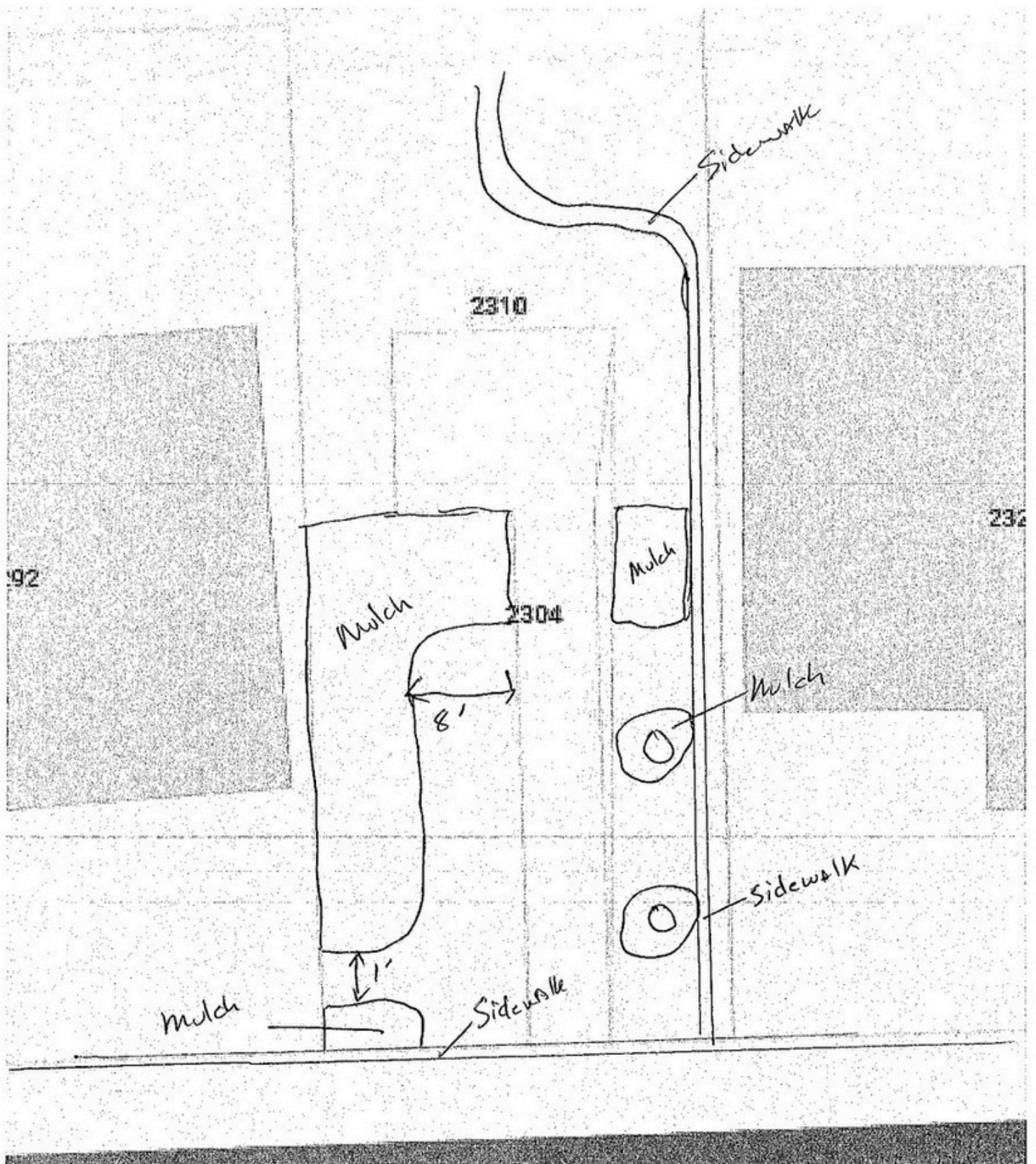


FTO West Entrance



Whispering Birch
Crape Myrtles





FTO Lift station



City of Ocoee
Neighborhood Matching Grants Program

PLEASE PRINT OR TYPE

Name of Neighborhood: Lake Johio Shores / Waterside

Project Leader: Dorcas Dillard

Address for Project Leader: 2783 Cullens Ct. Ocoee, FL 34761

Project Leader (Cell) 407-694-2057 Project Leader (Home) 407-694-2057

Email Address: dorcasdillard@gmail.com

What is the name of your proposed project?

- 1) Entry Beautification and Identification
- 2) Open Space and Common Area Enhancements
- 3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

Entry Beautification of Waterside Signs and Exterior Areas.

Does your neighborhood have an official Homeowners Association (legal entity)? Yes

If Yes: (If No, skip to next section.)

When was it formed? Prior 1996 How many members are in the association? 131 homes

Are the members all homeowners in the neighborhood? Yes

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.): President, V.P., Secretary, Treasurer, and Members at Large

Currently, we do not have a President. We have a V.P., Secretary, Treasurer and Members at Large.

How does the association elect its leadership? When and how often are elections held?

Elections are held every January at the General HOA Meetings.

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? N/A When was it organized? N/A

How many members are in the group? N/A

How many homes are in your neighborhood? N/A

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

N/A

What is the dollar amount being requested? (dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.) \$2,000

Briefly describe the proposed project: Paint all four entryway signs to enhance the look of the neighborhood.

The electrical lighting has been corrected to ensure all 4 signs are well lit during the evening hours.

Pressure washing of the exterior brick walls, sidewalks, and curbs will also be considered in this project on Clarke at New Victor Roads and Johio Shores at New Victor Roads.

List the project goals:

- (1) Paint all 4 entryway Waterside signs. The entryway signs will be painted the same colors.
- (2) Pressure wash exterior brick walls at each entryway.
- (3) Pressure wash sidewalks and curbs at each entryway.

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)

Clarke Road at New Victor Road and Johio Shores Road at New Victor Road.

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and **attach a drawing**.

For physical improvements, will it be located on:

Public Right-of-Way: Clarke Road at New Victor Rd and Johio Shores Road at New Victor Rd

Private Property: _____

Common Area Owned by the Homeowners Association: _____

(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

N/A

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on 3/28/25 (date), and attached are the minutes/letter reflecting this vote.

Dorcas Dillard

Print name of person preparing application

Dorcas Dillard

Signature of person preparing application

Date: 3/28/25

Dorcas Dillard

Signature of Project Leader

Dorcas Dillard

Signature of Neighborhood President

Date: 3/28/25

H&R ProPainters

Premier Roof & Exterior Cleaning Inc.,

407-228-4258

407-699-4447

March 27, 2025

Lake Johio at Waterside
2180 West SR 434
5000
Longwood, FL 32779

407-788-6700

Dear: Lake Johio at Waterside Exterior Cleaning and Signage Repaint Proposal

Thank you for the opportunity to offer this attached proposal for your review and consideration.

At Premier Roof & Exterior Cleaning; A division of H&R ProPainters, we offer before and after photos of all work being done for the community. Our trucks are the largest in Orlando for shorter completion of projects and our teams are highly trained technicians with over 20 years' experience. We are professionally dressed in fully covered liability insurance and workers comp.

Secondly, our guarantee is that all mold and mildew will be removed from areas noted below with our three in one chemical process that eliminates algae growth and promotes an effective shield that continues to kill the algae many times over than the usual pressure washing system. We use an innovative approach by first pressure washing the area by removing tough stains, then finish by applying our three in one chemical solution. We also guarantee safety of your grass and shrubs with our neutralizers.

Please visit our website at www.premierroofcleaninginc.com to get a better understanding of what we can offer.



Our Reputation Puts Us Over the Other Companies

WHY WE ARE THE: BEST QUALIFIED

- *Chemically Cleaning (100% Kill Ratio) Of Mold and Mildew.
- *Chemical Cleaning System Last 5-6 Times Longer.
- *Technicians Are Fully Covered with Workers Comp. And Insurance.
- *Our Commercial Trucks Carry over 700 Gallons of Water/Chemical for a quicker completion of projects.

H&R Propainters and Premier Roof & Exterior Cleaning Company

Thank you for the opportunity and if you have any questions, please call our office at 407-228-4258

Ref: Lake Johio at Waterside Exterior Cleaning and Signage Repaint Proposal.

PREMIER LIFE FUNGUS REMOVAL AND CLEANING SERVICES

We propose chemically clean all the specified areas as below with our three-in-one process thus enabling the areas specified to return back to its natural color. It's applied by a 45 psi electrical pump that sprays our algaecides over the entire area then it will be pressure washed killing the root of the problem.

****We supply our own water****

Note: We do not use hot pressure washing due to the intense heat that kills your grass and the ineffectiveness in killing the root of the algae therefore mold and algae returns. Our 3&1 chemical and pressure washing process kills 100% of the algae leaving you with a longer lasting new look to your property.

• **Pressure cleaning as follows at Lake Johio at Waterside HOA:**

- Pressure cleaning of the x4 brick monument signs at both entrances. \$ 500.00
- Pressure cleaning of the sidewalk and curb at the cul-de-sac on Kemo's Landing. (as highlighted in yellow) \$ 255.00
- Pressure cleaning the dock (as highlighted in yellow). \$ 225.00

Total Cost for Labor and Material: **\$ 980.00**

Any alterations or deviation from the above specifications involving extra costs will be executed only upon written orders and there will be an extra charge over and above the estimate

❖ **Repaint x4 Monument Signages "Waterside":**

- Caulk as needed prior to repaint.
- Application of two coats of Super Paint Acrylic Sherwin Williams Paint.
- Colors to stay the same (match as close as possible).
- Terms of payment: 50% to commence and at completion 50%

Total Cost for Labor and Material: **\$ 2,436.37**

Any alterations or deviation from the above specifications involving extra costs will be executed only upon written orders and there will be an extra charge over and above the estimate.

Once our proposal is accepted, work will begin as soon as you direct and will be completed in a professional first class like manner.

Authorized Signature

Date

H&R Propainters and Premier Roof & Exterior Cleaning Company

Thank you for the opportunity and if you have any questions, please call our office at 407-228-4258

Ref: Lake Johio at Waterside Itemized Cleaning

Optional Additional Exterior Cleaning Services:

- | | |
|--|-------------|
| ☐ Cleaning of the exterior side of the brick wall at both entrances.
(as highlighted in blue). | \$ 1,204.00 |
| ☐ Cleaning of the sidewalks at both entrances. (as highlighted in yellow). | \$ 1,286.00 |
| ☐ Cleaning of the curbs at both entrances (as highlighted in red). | \$ 173.00 |



Once our proposal is accepted, work will begin as soon as you direct and will be completed in a professional first class like manner.

Authorized Signature

Date

H&R Propainters and Premier Roof & Exterior Cleaning Company

Thank you for the opportunity and if you have any questions, please call our office at 407-228-4258

Ref: Lake Johio at Waterside Exterior Cleaning and Signage Repaint Proposal.

JOHIO SHORES ROAD ENTRANCE (X2) – NEAREST ADDRESS: 2707 Kemo's Landing, Ocoee, FL 34761



CLARKE ROAD ENTRANCE (x2) – NEAREST ADDRESS: 2763 Cullens Ct, Ocoee, FL 34761



H&R Propainters and Premier Roof & Exterior Cleaning Company
Thank you for the opportunity and if you have any questions, please call our office at 407-228-4258

*Lake Johio
2703 Kemo's Landing,
Ocoee, FL*



Mr. Joe Paladino CAM



Central Painting & Waterproofing, LLC

*Herb Vernon
Operations Manager
407-610-1140 office
561-727-9436 cell*

Lake Johio

March 27, 2025

Re: Painting of signage, as described.

ATTENTION: Mr. Joe Paladino CAM
Association Board Members

We at Central Painting & Waterproofing LLC wish to thank you for giving us the opportunity to provide you with our services for your carpentry, painting and waterproofing needs and requirements. We consider the importance of giving you a professional, top-quality job, with the absolute least inconvenience possible to the individual homeowners. To provide this we use only professional carpenters and painters that are fully supervised by us.

Once again, thank you for this opportunity to supply all of your carpentry, painting & waterproofing needs. I look forward to meeting with you and the board to discuss this or any other matter.

Sincerely yours,

Herb Vernon

Herb Vernon,
Operations Manager

Central Painting & Waterproofing, Inc.
407-610-1140 office
561-727-9436 cell

CENTRAL PAINTING & WATERPROOFING, LLC. 407-610-1140 office—561-727-9436
cell • Herb@Centralpw.com www.Centralpw.com

I. SCOPE OF WORK

There are no buildings included in this proposal. This is only for painting, using original colors of four (4) signs, as described. Signs are entry signage as representative:



We propose to either pressure clean or hand clean, depending on condition and painting of signage to original color using products from Benjamin Moore as designed and recommended.

II. GENERAL CONDITIONS

- ◆ **CENTRAL** Painting & Waterproofing, LLC shall provide all required material, labor, necessary equipment, supervision, insurance, and any required permits to finish the work, as specified, and required by the provisions of the Current County and state codes, and material supplier.

II. GENERAL REQUIREMENTS

- ◆ comply with written specifications, as provided with contract
- ◆ comply with material manufacturers specifications

II. SPECIAL CONDITION

- ◆ The owners shall make available, at no charge, reasonable use of electrical power and water, by the contractor.
- ◆ Contractor shall provide certificates of insurance, and maintain the following insurance coverage, indemnifying the owners to the stated limits, where applicable.
 1. Workmen's Compensation – Statutory Limits
 2. General Liability - \$1,000,000
 3. Property Damage - \$1,000,000

PAYMENT AGREEMENT

Any unpaid balance 10 days after due date shall accrue annual interest of 18%, until paid. If any payment obligation under this contract is not paid when due, the Borrower promises to pay all costs of collection including reasonable attorney fees, whether a lawsuit is commenced as part of the collection process, or not.

- **TOTAL COST**

\$3,600.00

This proposal good for a total of 90 days. All materials and services stated herein shall be provided for, in consideration of the following sums and terms stated:

THANK YOU FOR CONSIDERING OUR CONTRACT

ACCEPTED THIS _____ DAY OF _____, 2025

APPROVED AMOUNT:

AUTHORIZED SIGNATURE BY:

PAYMENT SCHEDULE: ALL INVOICES ARE DUE UPON RECEIPT OF INVOICE.

Central Painting & Waterproofing, Inc.

Herb Vernon
Operations Manager
407-610-1140 office
561-727-9436 cell



DATE **4/10/2025**

FOR: **Lake Johio Waterside HOA**

Page 103 of 407



City of Ocoee
Grant Program
1 North Bluford Ave.
Ocoee, FL 34761

3/28/2025

Lake Johio Waterside Homeowners Association Inc.

The Board of Directors for the Lake Johio Waterside Homeowners Association Inc.
confirmed approval to apply for the City of Ocoee 2025 neighborhood matching grant.

Joe Paladino, LCAM
Sentry Management Inc.
2180 W. State Road 434 Ste. 5000
Longwood, FL 32779

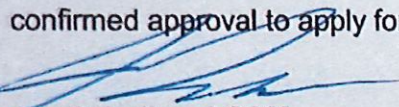


City of Ocoee
Grant Program
1 North Bluford Ave.
Ocoee, FL 34761

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Joe Paladino, LCAM
Sentry Management Inc.
2180 W. State Road 434 Ste. 5000
Longwood, FL 32779

LAKE JOHIO SHORES

WATERSIDE

GRANT







Pictures 1-5: Dock, Sidewalks, and Curbing around Cul-de-Sac. Lake near Johio Shores/New Victor Road entrance to Waterside subdivision.



Picture 6 Above: Monument Sign on Clarke Rd and New Victor (south)



Picture 7 Above: Monument Sign on Clarke Rd and New Victor (south) and Brick Wall



Picture 8 Above: Monument Sign and brick wall on Clarke Rd and New Victor (north)



Picture 9 Above: Monument Sign and brick wall on Johio Shores Rd and New Victor (south)



Picture 10 Above: Monument Sign and brick wall on Johio Shores Rd and New Victor (north)

**City of Ocoee
Neighborhood Matching Grants Program**

PLEASE PRINT OR TYPE

Name of Neighborhood: Plantation Grove West (DBA Windermere Groves)

Project Leader: Kristian Porco

Address for Project Leader: 913 Grovesmere Loop Ocoee, FL

Project Leader (Cell) 954-599-8559 Project Leader (Home) _____

Email Address: WINDGROV@CIRAMIL.COM

What is the name of your proposed project?

- 1) **Entry Beautification and Identification**
- 2) Open Space and Common Area Enhancements
- 3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

Does your neighborhood have an official Homeowners Association (legal entity)? Yes

If Yes: (If No, skip to next section.)

When was it formed? _____ How many members are in the association? 125

Are the members all homeowners in the neighborhood? Yes

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.): Five Board Members - President, Vice President, Secretary, Treasurer, Director

How does the association elect its leadership? When and how often are elections held?

Annual Membership Meetings held in February each year.

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? _____ When was it organized? _____

How many members are in the group? _____

How many homes are in your neighborhood? _____

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

What is the dollar amount being requested? (**dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.**) \$2,000

Briefly describe the proposed project: The association would like to enhance their entrance by re-doing the community sign and landscaping/irrigation in this same area. This would include repairs and replacements.

List the project goals:

- (1) Entrance beautification and landscaping enhancements.
- (2) Entrance clean-up and repairs.
- (3) _____

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)
Photos attached.

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and **attach a drawing.**

For physical improvements, will it be located on:

Public Right-of-Way: _____

Private Property: Maguire Rd & Windshire Blvd.

Common Area Owned by the Homeowners Association: Yes

(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on Board Approval (date), and attached are the minutes/letter reflecting this vote.

Kristian Porco

Print name of person preparing application



Signature of person preparing application

Date: 4/24/25



Signature of Project Leader



Signature of Neighborhood President

Date: 4/24/25



PROPOSAL

Proposal Submitted to:
Plantation Groves

DATE: 12/17/2024
JOB NAME:
JOB LOCATION: Main entry area

Landscape Price:

1. Remove Bougainvillea from entry side @ \$250.00.
2. Reinstall irrigation heads in both raised planters @ \$400.00.
3. Install (40) 3 gallon Yellow Anise in raised planters @ \$15.00 each = \$600.00.
4. Install (150) 1 gallon Blow My Mind under sign, (75) on each side @ \$6.50 each = \$975.00.
5. Install 300 4" annuals in middle island @ \$2.00 each = \$600.00.
6. Install 2 yards of potting soil with annuals @ \$200.00.

Includes all material and labor

Price: \$3,025.00

We hereby propose to furnish labor and materials complete in accordance with the above indicated plans and specifications, for the sum stated above. Payment to be made as follows: Draw basis in full upon completion.

Owner shall be responsible for location of property boundaries and right-of-way permits if applicable. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the proposal. All agreements are contingent upon strikes, accidents, or delays beyond our control. This proposal is subject to acceptance within 30 days and is void thereafter at the option of the undersigned. In accepting this proposal you agree to pay a 1.5% (18% per annum) finance charge per month on your unpaid balance as well as all cost of collection including attorney's fees if incurred.

Arbor Crest Outdoors, Inc.
James A. Goodyear, President
Wendy Goodyear, Vice President

Authorized Signature

Date

Acceptance: I/we hereby authorize Arbor Crest Outdoors, Inc. to perform the work per the specifications, conditions and payment terms above.

Signature

Title

Date

**Hablamos
Español**

13506 Summerport Village Parkway, Suite 274, Windermere, Florida 34786
Phone 407-217-4062 ☒ Fax 407-287-4274 ☒ www.ArborCrestInc.com



RECIPIENT:

Windermere Groves HOA
270 West Plant Street
suite 340
Winter Garden, Florida 34787

Quote #448	
Sent on	Mar 07, 2025
Total	\$5,492.00

Product/Service	Description	Qty.	Unit Price	Total
Hedge Removal	Removal of bougainvillea from right side top landscape bed.	1	\$500.00	\$500.00
Mulch- Pinebark	Yard	8	\$38.00	\$304.00
Delivery	Delivery fee	1	\$100.00	0
1 Gallon Pentas		45	\$8.00	\$100.00
Fertilizer	Micronutrients to help with transplant shock and accelerate growth	1	\$100.00	0
Lorapetlum 3 gallon	Hedge with a deep purple hue and bright pink flowers	8	\$30.00	\$360.00
Coopers Hibiscus or Snow Queen Hibiscus	3 gallon hibiscus to frame the outside of the signs	4	\$42.00	\$240.00
Sunshine Mimosa Ground Cover	Planting will be thick throughout landscape bed in order to out compete weeds and provide full coverage of the bed over time. 1 gallon	80	\$8.00	\$640.00
Pre-emergent	Chemical pre-emergent dispersed to prevent weed seed germination	1	\$100.00	\$100.00
Labor	Labor for landscape installation	1	\$2,900.00	\$2,900.00
Landscape Fabric & Pins	10mm+ thickness landscape fabric and metal landscape pins To be used in the raised beds only. The lower landscape will have sunshine mimosa planted thick which will fill in as a ground cover throughout the bed.	1	\$80.00	\$80.00

Total	\$5,492.00
-------	------------

This quote is valid for the next 30 days, after which values may be subject to change.

Yellowbird Outdoor, LLC

11954 Narcoossee Rd
Orlando, FL 32832
+14078017141
info@yellowbirdoutdoor.com
www.yellowbirdoutdoor.com



Estimate

ADDRESS

Windermere Groves

C/C Real Manage/Evergreen 270
W Plant Street, Suite 340 Winter
Garden, FL 34787

ESTIMATE 6789
DATE 5-1-25

13755Bougainvillea Removal: Removal and disposal of existing Bougainvillea from the entry area.

Cost: \$331.25

Irrigation Adjustment: Reinstallation and adjustment of irrigation heads in both raised planter beds.

Cost: \$530.00

Yellow Anise Installation: Supply and install (40) 3-gallon Yellow Anise shrubs in raised planter beds.

Cost: \$795.20

Scaevola Installation: Supply and install (150) 1-gallon 'Blow My Mind' Scaevola (or similar) groundcover beneath signage (approx. 75 per side).

Cost: \$1291.50

Annual Planting: Supply and install (300) 4-inch seasonal annuals in the central median island.

Cost: \$795.00

Soil Amendment: Supply and incorporate (2) cubic yards of premium potting soil for median island annuals.

Cost: \$265.00

Thank you for your business.

TOTAL

\$4,007.95

Accepted By

Accepted Date







WRITTEN CONSENT FORM

As pursuant to and in compliance with Section 617.0821 Florida Statutes

Plantation Grove West Homeowner's Association, Inc. DBA Windermere Groves

C/O RealManage
270 W. Plant Street Suite 340
Winter Garden, FL 34787

Section 617.082 Florida Statutes provides that action required or permitted by this act to be taken at a board of directors' meeting or committee meeting may be taken without a meeting if the action is taken by all members of the board or of the committee. The action must be evidenced by one or more written consents describing the action taken and signed by each director or committee member.

(2) Action taken under this section is effective when the last director signs the consent unless the consent specifies a different effective date.

(3) A consent signed under this section has the effect of a meeting vote and may be described as such in any document.

ACTION TO BE VOTED UPON: The Board of Directors of Plantation Grove West Homeowner's Association, Inc. approves submitting the application for the Neighborhood Matching Grant Program for the City of Ocoee for 2025.

SIGNATURE OF ALL DIRECTORS:

1. Randolph Stuart
Randolph Stuart (Apr 25, 2025 10:15 EDT)

Print Name: Randolph Stuart

Date: April 25, 2025

2. Joshua Cease
Joshua Cease (Apr 25, 2025 11:47 EDT)

Print Name: Joshua Cease

Date: April 25, 2025

3. Kristian Porco
Kristian Porco (Apr 25, 2025 11:22 EDT)

Print Name: Kristian Porco

Date: April 25, 2025

4. Robert Lindquist
Robert Lindquist (Apr 25, 2025 14:53 EDT)

Print Name: Robert Lindquist

Date: April 25, 2025

5. Jeff Gerber
Jeff Gerber (Apr 25, 2025 15:25 EDT)

Print Name: Jeff Gerber

Date: April 25, 2025

City of Ocoee
Neighborhood Matching Grants Program



PLEASE PRINT OR TYPE

Name of Neighborhood: Preserve at Crown Point

Project Leader: Steven Bressler

Address for Project Leader: 2255 Farnham Dr, Ocoee, FL 34761

Project Leader (Cell) 954-826-1554 Project Leader (Home) _____

Email Address: sbresslerpcp@gmail.com

What is the name of your proposed project?

1) Entry Beautification and Identification

2) Open Space and Common Area Enhancements

3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

PCP playground mulch

Does your neighborhood have an official Homeowners Association (legal entity)? yes

If Yes: (If No, skip to next section.)

When was it formed? 2017 How many members are in the association? 303

Are the members all homeowners in the neighborhood? yes

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.): President, Vice President, Treasurer

How does the association elect its leadership? When and how often are elections held?

Board vote; October every 1-2 years

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? N/A When was it organized? N/A

How many members are in the group? N/A

How many homes are in your neighborhood? N/A

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

~~yes~~ N/A

What is the dollar amount being requested? (dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.) \$2,000

Briefly describe the proposed project: Install ADA certified playground mulch in the main entrance playground at a depth of approx 5"

List the project goals:

- (1) Safety Compliance
- (2) Durability and Longevity
- (3) Aesthetic Appeal

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)

phase 1 main entrance playground

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and **attach a drawing**.

For physical improvements, will it be located on:

Public Right-of-Way: _____

Private Property: _____

Common Area Owned by the Homeowners Association: yes
(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on 4/18/2025 (date), and attached are the minutes/letter reflecting this vote.

Steven Bressler

Print name of person preparing application



Signature of person preparing application

Date: 4/17/2025



Signature of Project Leader



Signature of Neighborhood President

Date: 4/17/2025



Date: April 15, 2025
Time: 4:30 PM
Location: Microsoft Teams

Board of Directors:

President – Steven Bressler
Vice President – Shawn Roberts
Secretary/Treasurer – Candi Eaton

MINUTES

1. Verification of Quorum; A quorum was verified with the presence of President Steven Bressler, Vice President Shawn Roberts, and Secretary/Treasurer Candi Eaton.
2. Call to Order: The meeting was called to order at 4:32 PM.
3. Proof of Notice: Steven Bressler confirmed that the meeting notice was posted on the community message boards following Florida State Statutes.
4. Approval of Previous Meeting Minutes. Steven Bressler moved to approve the minutes from the January 21, 2025, Board of Directors meeting. Candi Eaton seconded. All were in favor; the motion passed. ☐
5. **Unfinished Business**
 - a. City of Ocoee \$2,000 Mulch Grant: Candi Eaton moved to approve the City of Ocoee matching \$2,000 mulch grant for phase 1 playground, Shawn Roberts seconded. All were in favor; the motion passed.
 - b. Refinishing & renumbering of the mailbox kiosks; Peick Painting proposal. Steven Bressler moved to approve Peick Painting's proposal, not to exceed \$4,000, for the refinishing and renumbering of the mailbox kiosks in phases, as the mail cannot be held per the law. The revised proposal must also include refinishing both community message boards and replacing the Phase 2 message board lock. Shawn Roberts seconded the motion. All were in favor; the motion passed.
 - c. Sidewalk trees inspection by Smithwell's arborist and mark those that are a hazard to be flagged for removal at \$10 per inspected tree. Steven Bressler moved to approve Smithwell's certified arborist to inspect approximately 400 sidewalk trees and mark those deemed hazardous, for \$10 per inspected tree. TRIAD will notify the affected homeowners, who will be responsible for removing and grinding the flagged trees at their own expense. Candi Eaton seconded the motion. All were in favor; the motion passed.
 - d. New lock for community message board in phase 2. Candi Eaton moved to approve Peick Painting to replace phase 2 message board lock to be included in their revised proposal for the refinishing & renumbering of the mail kiosk and refinishing of the message board proposal. Steven Bressler seconded the motion. All were in favor; the motion passed.
 - e. Add a non-oak tree near the mailbox kiosk to provide shade. The Board discussed requirements: the volunteer tree planter must be insured, plant non-oak shade trees, at no cost or risk of the association and place the non-oak tree behind the message board in phase 1 mailbox kiosk and move the magnolia that is next to the parking lot or plant a non-oak tree on the west side of the mail kiosk to provide the mailperson shade when delivering mail. The Board has tabled this item until there is an irrigation solution (TRIAD will look into this), Candi Eaton finds out what type of trees the volunteer would like to plant and if they are insured.
 - f. Ratify: Steven Bressler made a motion to ratify all invoices, confirming the projects and that the amounts listed below are correct. Candi Eaton seconded the motion. All were in

favor; the motion passed.

i. Brick wall repair by Bluefox proposal \$450 to be paid out of operating.

ii. Resealing roads and fixing depressions and cracks; Pothole Heros proposal \$36,021.60 and paid out of Reserves account.

iii. Landscape enhancements around the pool area; Smithwell proposal \$34,025.89 paid out of operating.

iv. Insurance renewal; \$28,779.07 paid out of operating.

v. Dog Park pavilion installed by McNish Outdoor Living; \$5,700 paid out of reserves account.

6. New Business

a. Introduce new CAM. TRIAD introduced Jasmin Correa as the community's newly assigned Community Association Manager.

7. Next Meeting. Tuesday, July 15, 2025, at 4:30 PM via Microsoft Teams.

8. Open Forum. There were no homeowners present.

9. Adjournment. Steven Bressler made a motion to adjourn the meeting at 5:36 PM. Shawn Roberts seconded the motion. All were in favor; the motion passed.

Page 2 of 2









Gano's Landscape and Lawn Care

11010 Versailles Blvd.
Clermont, FL 34711
352-267-9160

Re: Preserve Crown Point
(Ocoee, FL)

Work description:
-Install mulch in playground

Cost: \$4,350

Thank you for the opportunity to earn your business,

Seth Gano
Owner

**SMITHWELL**

Smithwell Inc.

PO Box 120981

Clermont, FL 34712

Estimate

Date	Estimate #
4/8/2025	2454

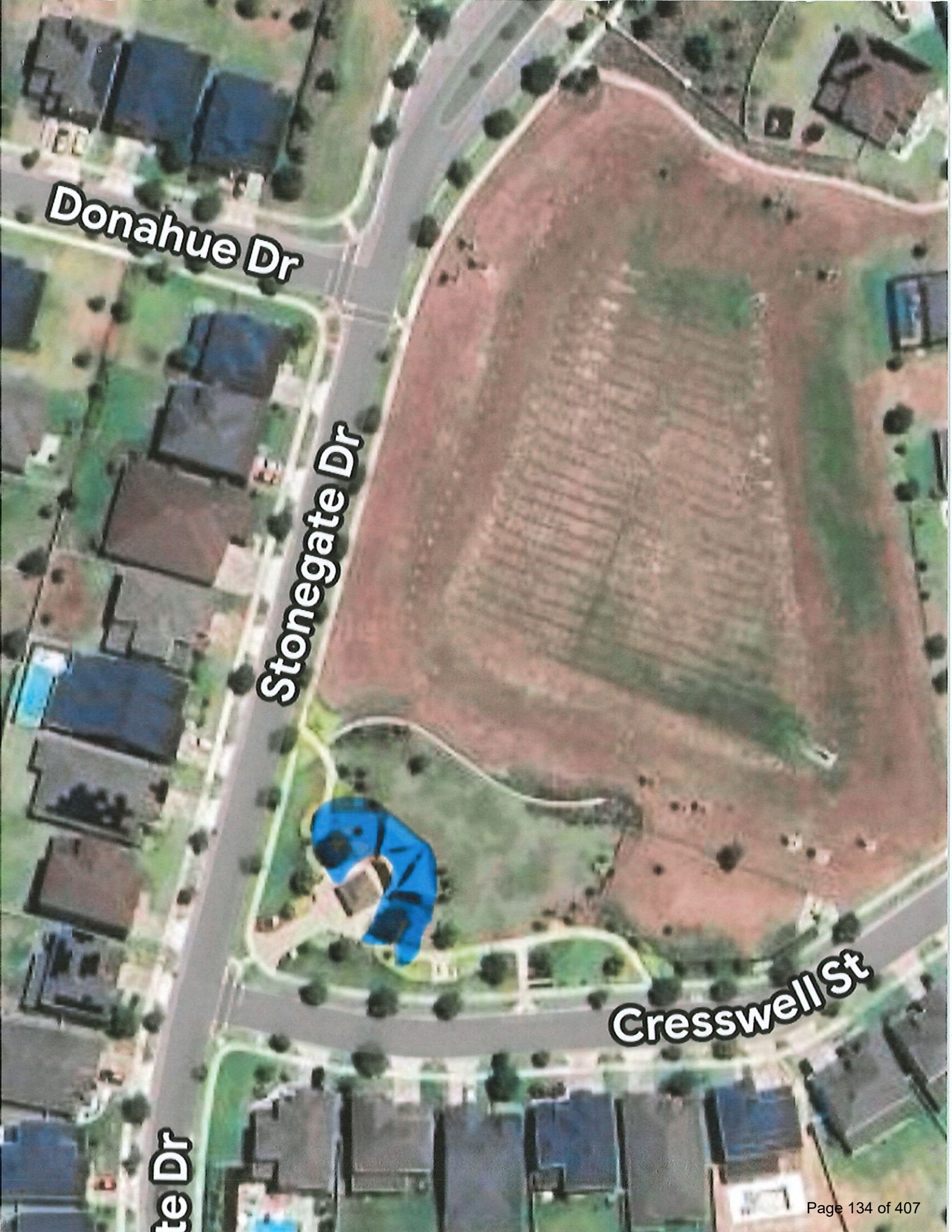
Name / Address
Preserve Crown Point HOA c/o TRIAD Association Management P.O. Box 491200 Leesburg, FL 34749-1200

Project

Description			Total
Playground mulch... \$4,000 Delivery and installation of ADA certified playground mulch to be installed in the main entrance playground at a depth of approx 5" thickness.			4,000.00
Phone #	Fax #	Web Site	Total \$4,000.00
352-241-4749		www.smithwell.com	

Please note there will be a 4% processing fee added to your invoice for Credit Card Payments.

Signature and date: _____

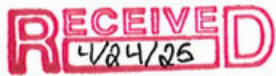


Donahue Dr

Stonegate Dr

Cresswell St

te Dr



City of Ocoee
Neighborhood Matching Grants Program

PLEASE PRINT OR TYPE

Name of Neighborhood: SilverGlen Community HOA

Project Leader: Mike Barnette

Address for Project Leader: 338 Sterling LK Dr, Ocoee FL 34761

Project Leader (Cell) 407-5905518 Project Leader (Home) _____

Email Address: AmyBass319@gmail.com

What is the name of your proposed project?

- 1) Entry Beautification and Identification
- 2) Open Space and Common Area Enhancements
- 3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

Entry Beautification; Entrances Silverstar & SilverCrest and
Clarke Rd & Bryce Ave

Does your neighborhood have an official Homeowners Association (legal entity)? yes

If Yes: (If No, skip to next section.)

When was it formed? _____ How many members are in the association? _____

Are the members all homeowners in the neighborhood? _____

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.): _____

How does the association elect its leadership? When and how often are elections held?

Through voting ballots & it is done yearly

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? NA When was it organized? NA

How many members are in the group? NA

How many homes are in your neighborhood? NA

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

Yes 5 members: Pres., VP, Secretary, Treasurer, Member at large

What is the dollar amount being requested? (dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.) \$2000.⁰⁰

Briefly describe the proposed project: Replacing landscaping; removing trees, shrubs, adding flowers & plants

List the project goals:

- (1) _____
- (2) _____
- (3) _____

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)

See landscaping photos

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and **attach a drawing**.

For physical improvements, will it be located on:

Public Right-of-Way: Neighborhood entrances: Clark Rd & Bryce / Silverstar & SilverCrest

Private Property: N/A

Common Area Owned by the Homeowners Association: N/A
(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on _____ (date), and attached are the minutes/letter reflecting this vote.

Amy Bass

Print name of person preparing application

Amy Bass

Signature of person preparing application

Date: 03/10/25

Mike Barnette

Signature of Project Leader

M. Barnette

Signature of Neighborhood President

Date: 03/10/25

**LANDSCAPE
WORK ORDER
PROPOSAL**



**1155 OCOEE APOPKA RD
APOPKA, FL 32703
407-862-7800**

Silver Glean	DATE - 03/11/2025			
SCOPE OF WORK: Replace Plants				
This proposal is for replacing the missing plants on the walls at both entrances of Silver Glean, which are located at Silver Star and Clarke Rd. It covers everything needed, including labor, delivery, cleanup, and any fees for removing and disposing of waste..				
UTILITY LOCATIONS	MATERIALS			
	QTY	DESCRIPTION	UNIT	TOTAL
Tri Choice Services Inc., for the purpose of marking underground utilities (gas, phone, electric and water), has notified Sunshine Utility Location Services. The reference number is _____. Every effort will be made to avoid damaging underground utilities. However, despite Tri Choice Services best efforts, occasionally a utility service may be interrupted. Tri Choice Services will not be held responsible for any damage to the phone, electric, gas or water lines if they are not located and marked properly. This also includes: invisible fences, TV cables, outdoor lighting, and other unmarked and buried items. Fees to repair any damage will be the responsibility of the client. The cost of relocating any items will be the clients responsibility. Plant material guarantee will be no longer than 6 months from planting date. For the warranty to be valid, invoice must be paid in full according to terms and Tri Choice Services care instructions must be followed. Acts of God are not covered and warranty is void if plants are moved.	30	3GL Foxtails		\$292.50
	40	3GL Crotons		\$390.00
	100	1GL Oysters		\$487.00
	30	3GL Gold Mound		\$292.50
	3	30GLRobellini		\$742.00
	30	Ruelia Purple Shower		\$293
	1	Plant Delivriery		\$100.00
	1	General Labor		1,500
	TOTAL			\$4,097.00

1

We propose hereby to furnish material and labor, complete and in accordance with the above Specifications, for a sum of \$4,097.00 dollars. A 50% deposit is due upon acceptance of proposal and final payment is due upon completion unless other arrangements have been agreed to in advance. All work is to be completed in a professional workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from the noted specifications will be executed only upon written orders and will become an extra charge over and beyond this estimate. In the event of non-payment, client shall assume all costs of collection including, but not limited to, cost of collection agency (s) and any and all attorney fees.

The above specifications, prices and terms/conditions are satisfactory and hereby accepted. Tri Choice Services, Inc. is authorized to do the work as specified and payment will be made as outlined above. This proposal is valid for 30 days from the date of this proposal.

CLIENT SIGNATURE

CLIENT NAME (Print)

DATE

Thomas Payne Design

Silver Glen HOA

Bryce Road Entry Landscape Renovations

Plant List

South side:

- 11 (3 gallon size) "Green Island" Ficus
- 8 (3 gallon size) Foxtail Ferns
- 12 (1 gallon size) Agapanthus
- 2 (25 gallon size) "Triple stem" Roebelenii Palms
- 9 (3 gallon size) "Pringles" Podocarpus
- 15 (1 gallon size) "Super Blue" Liriope
- 9 (3 gallon size) Coontie Palms
- 6 (3 gallon size) "Blue Pacific" Junipers

North side:

- 11 (3 gallon size) "Green Island" Ficus
- 8 (3 gallon size) Foxtail Ferns
- 12 (1 gallon size) Agapanthus
- 2 (25 gallon size) "Triple stem" Roebelenii Palms
- 8 (3 gallon size) "Pringles" Podocarpus
- 14 (1 gallon size) "Super Blue" Liriope
- 9 (3 gallon size) Coontie Palms

Totals:

- 22 (3 gallon size) "Green Island" Ficus
- 16 (3 gallon size) Foxtail Ferns
- 24 (1 gallon size) Agapanthus
- 4 (25 gallon size) "Triple stem" Roebelenii Palms
- 17 (3 gallon size) "Pringles" Podocarpus

- 29 (1 gallon size) "Super Blue" Liriope
- 18 (3 gallon size) Coontie Palms
- 6 (3 gallon size) "Blue Pacific" Junipers

Thomas Payne Design

<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>TOTAL</u>
100	1G Osters		\$ 487.00
50	3G Crotons Mammy		\$ 487.50
40	3G Hibiscus Mix Colors		\$ 600.00
15	3G Hawaiiin Ti		\$ 146.25
50	3G Foxtail		\$ 487.50
6	3G Bougainvillea Mix		\$ 162.00
1	General Labor		\$ 960.00
1	Plant		\$ 75.00
		Total	\$ 3,405.25

Quote for Silverglen Entrance Project

2 messages

Sam <landscapeviewsvc@gmail.com>

Fri, Apr 11, 2025 at 12:32 PM

To: bghzlis@yahoo.com, "AmyBass319@gmail.com" <AmyBass319@gmail.com>

Good afternoon, Mr Barnette.

Thank you for contacting me for your neighborhood entrance project. Unfortunately, my company is still growing, and I do not yet have the manpower at this time for such a large project. Please keep me in mind for future possibilities, as our company continues to grow.

Thank you for choosing *Landscape View Services*,

Sam Stahl

Amy Bass <amybass319@gmail.com>

Sun, Apr 27, 2025 at 8:39 AM

To: bghzlis@yahoo.com

Hi Mike! I found the email in mine, I'm not sure how I missed it. Anyway, they can't do it- he said the project is too big for them. Let me know if you need me to print it out for the application, I know your wife is out of town and she is usually the one doing that. Are we set with quotes or do we need to call out more companies? Let me know if you need me to help contacting any.

Amy

[Quoted text hidden]

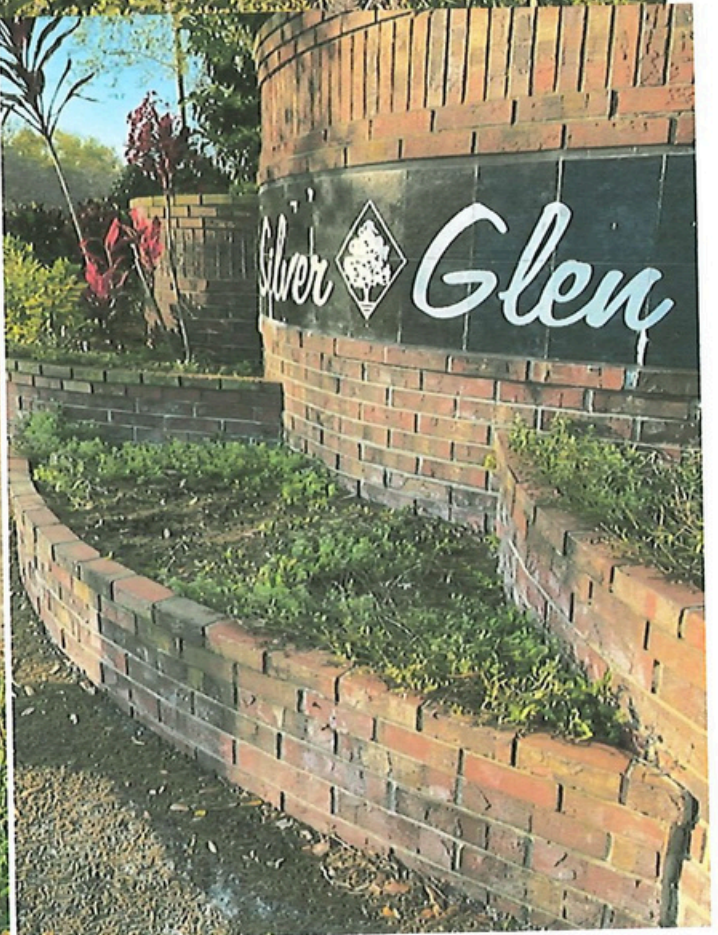
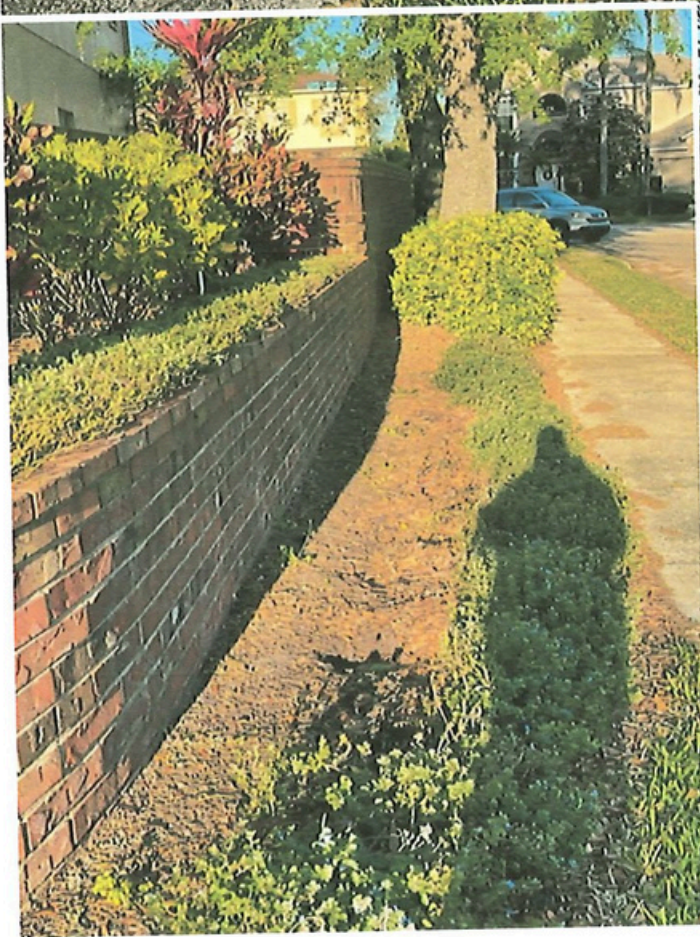
Replace plants that are missing at the front entrance of Silver Star Rd







Replace the missing plants at Clarke Rd Entrance





**SILVER GLEN HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS/ORGANIZATIONAL MEETING
AUGUST 22, 2024
TOM ISON CENTER
1701 Adair St Ocoee FL 34761**

MEETING MINUTES

Attendees: Mike Barnette, President
Abby Sanabia, Vice President
Amy Bass, Secretary
Kevin Hanna, Treasurer
Jay Kelly, Director

Joe Paladino, LCAM – Sentry Management

Joe Paladino called the meeting to order at 6:14pm

Organization of Officer Positions:

The Board of Directors unanimously approved maintaining their current officer positions for another term.

Approval of the Meeting Minutes: Mike Barnette motioned to approve the prior board of directors meeting minutes as presented. Seconded by Amy Bass. Motion carried unanimously.

CPA Engagement 2024: Mike Barnette motioned to approve the engagement of CPA Joseph R. Michalak for the 2024 . Seconded by Amy Bass. Motion carried unanimously.

2025 Budget: Amy Bass motioned to approve the 2025 draft budget. This will be based on no increase to the semi-annual assessment. The payment coupons will be sent separately: The January coupon in October 2024 and the July coupon in May 2025. Seconded by Kevin Hanna. Motion carried unanimously.

Miscellaneous: The board of directors discussed several non-agenda items, but no action was necessary following this discussion from either the board of directors or management such as maintenance of private homes/lots as an HOA expense, a website for online voting by the membership, a broad discussion of the governing document amendment process (no specific ideas to be pursued at this time), and upgrades to the community entrance signs.

Adjourn: There being no further business, the meeting adjourned at 7:03pm

**SILVER GLEN HOMEOWNERS ASSOCIATION
ANNUAL MEETING
AUGUST 22, 2024
TOM ISON CENTER
1701 Adair St Ocoee FL 34761**

MEETING MINUTES

Attendees: There were 23 by person or proxy which did not achieve quorum, which is 72.

Joe Paladino Community Association Manager- Sentry Management

Proof of notice: Notices was mailed and posted according to FI Statue 720

Because the quorum could not be met, there was no election, and the board of directors all agreed to serve for another term. They will not attempt to reschedule the annual meeting in an effort to achieve the necessary quorum requirement.

Reading and adoption of minutes: A quorum was not met so the prior annual meeting minutes could not be voted on for approval.

Open Forum:

Mike Barnette reported on the various landscape improvements over the previous year.

It was suggested that residents would be interested in having the City of Ocoee evaluate the community roads for speed tables and no parking signed on the curves at Vickers and Sterling Lake.

The board of directors approved pursuing a City of Ocoee improvement grant in 2025.

There was an informal meeting with those present to discuss various items, such as the status of rebuilding the home that burned down in previous years, general maintenance/covenant concerns, etc. The board noted that they will attempt to contact those owners who may need assistance resolving those issues. A homeowner asked about handing alligators from nearby bodies of water. They were instructed to never feed the animals and report to the City of Ocoee.

"Pursuant to the provisions of the Section 468.4335, Florida Statutes, requiring disclosure of any interest which might reasonably tend to create a conflict of interest, direct or indirect, in any action proposed or pending before the Board, a list of those entities which offer certain services or products to the Association, and for which Sentry Management Inc. (including its directors, officers, and persons with a financial interest in Sentry Management Inc, or a relative of such persons) may receive additional benefit is available at the following link: www.sentrymgt.com/fl disclosures. Purchase of any product and/or service, which is part of any offering, affinity program or marketing plan operated by Sentry Management Inc., or any entities affiliated with Sentry Management Inc., is completely voluntary."

Silver Glen HOA

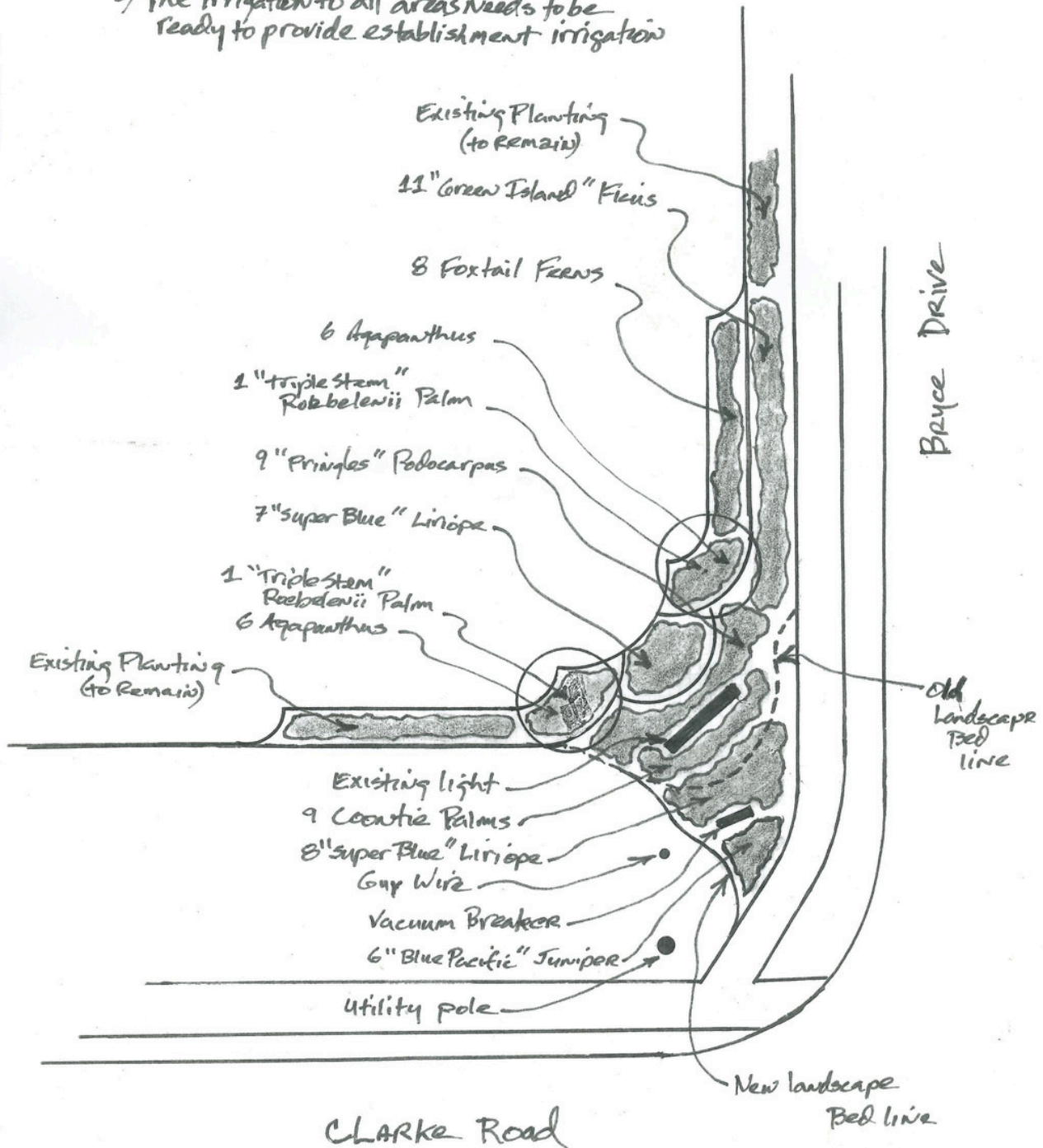
Bryce Drive Entry South Side

Scale 1" = 10'-0"

Thomas Payne Designs

Notes:

- 1) Mulch all bed areas with pine bark mulch
- 2) The irrigation to all areas needs to be ready to provide establishment irrigation





City of Ocoee
Neighborhood Matching Grants Program

PLEASE PRINT OR TYPE

Name of Neighborhood: SLEEPY HARBOUR

Project Leader: MIKE SMARRITO

Address for Project Leader: 602 E. LAKEHORE DR. / OCOEE, FL 34761

Project Leader (Cell) 407-470-7067 Project Leader (Home) NONE

Email Address: SMARRITOMCGMAIL.COM

What is the name of your proposed project?

- 1) Entry Beautification and Identification
- 2) Open Space and Common Area Enhancements
- 3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

TREE TRIMMING TO ALLOW SUN PENETRATION TO ALLOW
FUTURE SOD TO BE ESTABLISHED.

Does your neighborhood have an official Homeowners Association (legal entity)? Y.

If Yes: (If No, skip to next section.)

When was it formed? _____ How many members are in the association? _____

Are the members all homeowners in the neighborhood? Y

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.): PRESIDENT, TREASURER, SECRETARY.

How does the association elect its leadership? When and how often are elections held?

YEARLY VOTING IN THE MONTH OF OCTOBER

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? _____ When was it organized? _____

How many members are in the group? _____

How many homes are in your neighborhood? _____

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

What is the dollar amount being requested? (dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.) \$1,500

Briefly describe the proposed project: TRIM OAK & PALM TREES ON OUR NEIGHBORHOOD LOT/PARK, SUCH THAT THE SUN CAN SHINE THROUGH TO ALLOW THE SOD TO GROW.

List the project goals:

- (1) TRIM TREES PRIOR TO HURRICANE SEASON
- (2) REMOVE DEAD PALM TRUNKS BEFORE THEY POTENTIALLY FALL.
- (3) ALLOW THE SUN TO PENETRATE THE GROUND.

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and attach a drawing.

For physical improvements, will it be located on:

Public Right-of-Way: _____

Private Property: LOT 1 (714 E. LAKE SHORE DR.)

Common Area Owned by the Homeowners Association: ↑

(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on 3/17/2025 (date), and attached are the minutes/letter reflecting this vote.

MICHAEL T. SMARRITO

Print name of person preparing application

MICHAEL T. SMARRITO

Signature of person preparing application

Date: 4/22/25

[Signature]

Signature of Project Leader

[Signature]

Signature of Neighborhood President

Date: 4/22/25



Serving Volusia, Flagler
Seminole and Orange Counties
407-848-9139



Find us on



Licensed & Insured
abovetheresttreeservices.com

CLIENT

Name Mike. SHABRITO
Address 714 E Lake Shore Dr
City Orlando FL 32761
Phone (407) 470 7067
Date 4-22-2025

- 1) Trim 12 Palm trees
 - 2) Remove 2 dead sticks
 - 3) Trim oaks / Proper trim to let sun through
 - 4) Trim pine lead lower & get dead out of other pine
 - 5) Trim oaks over pavilion
- Hand all Debris!

Irrigation ☐ Gas ☐
Phone ☐ Cable ☐

Other ☐

Machine Access ☐

We propose to hereby furnish material and labor - complete in accordance with the above specifications for the sum of:

\$ 2,300.00 upon completion / check / cash / card 3.5% Dollars

with payments to be made as follows: _____

Any attention or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Respectfully
submitted _____

Note - this proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined.

Date of Acceptance _____

Signature _____

Signature _____

ESTIMATE

Branch Land & Tree Service, LLC
P.O. Box 832
Oakland, FL 34760

info@branchlandandtree.com
+1 (407) 399-5100
https://www.branchlandandtree.com
/



Bill to
Sleepy Harbour HOA
PO Box 14
Ocoee, FL 34761

Ship to
Sleepy Harbour HOA
Sleepy Harbour park area

Estimate details

Sales Rep: Matt

Estimate no.: 5325
Estimate date: 04/03/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Tree Trimming	Standard prune, canopy lift and cleanup of 2 Oak Trees (1 Live Oak / 1 Laurel Oak) in center of Park Area. Remove deadwood over 3" and sucker growth 10-15 ft into canopy. Reduction cut away from group of palms trees. Removal of one 10-12 in limb on Live Oak and removal of one 8-10 in limb on Laurel Oak that interfere with palm trees. Standard prune, canopy lift and cleanup of 4 Laurel Oak Trees along street side fence line of Park Area. Remove deadwood over 3" and sucker growth 10-15 ft into canopy. Selectively remove lower leads to raise canopy and maintain standard clearance of street and sidewalk (White Rd / Orlando Ave). Lift canopies on 2 Oak trees near pavilion to clear the down drops around pavilion area.	1	\$1,850.00	\$1,850.00
2.		Tree Removal	Removal of 2 dead Palm Tree spars. 1 located in center island and 1 located behind wall at East side of entrance. Flush cut as close to ground as possible. (No stump grind included).	2	\$100.00	\$200.00
3.		Palm Trimming	Trim group of 7 palm trees inside park area at west side of entrance. Hurricane cut to 10 and 2	7	\$85.00	\$595.00

4.	Palm Trimming	Optional trim additional 4 palms (hurricane cut to 10 and 2 to match other palms). 2 in center island and 2 at East side of entrance.	4	\$85.00	\$340.00
5.		Clean Up - disposal of all tree material, raking of lawn and blow off driveway and street.			

Total **\$2,985.00**

Note to customer

We appreciate this opportunity. Don't hesitate to contact your sales
rep if you have any questions.

Sincerely,
Branch Land & Tree Service, LLC.

Accepted date

Accepted by



You have a new estimate from West Tree Services

 **Service date:** Mon Apr 21, 2025

 **Prepared for:** Mike Smarrito

 **Address:** 714 E Lakeshore Dr, Ocoee, FL 34761

Option #1

\$3,200.00

Approve

Estimate Details

Service	Total
Tree Work Services (Brian) SLEEPY HARBOUR (Boat Ramp Lot 1)	\$3,200.00
1. Raise and clean 6 Oaks inside the Boat Ramp Park. Includes elevation up to 12 feet and removal of any dead limbs inside of the canopy. 2. Trim and clean up all palms in the park and palms by the monument signs and in the medium into the community. 3. Removal of two dead palm trees, cut flush to the ground no Stump Grinding. Show more	
Service subtotal	\$3,200.00
Subtotal	\$3,200.00
Total	\$3,200.00

[Privacy - Terms](#)

Not what you were looking for?

Please let us know if you'd like to request some changes.

We'd love to win your business.

Decline all options

Note

West Tree Service is not responsible for any cracked driveway or sidewalk when removing large trees.

Not responsible for any damage during the stump grinding (ex. underground piping & wiring)

Estimates are good for 90 days

Price includes removal of all tree debris but on removals with stump grind woodchip pick up is not included.

Thank you for using West Tree Service LLC.

Estimate date: Apr 20, 2025

Contact us

West Tree Services

 (407) 427-3920

 westtreeservice@outlook.com

See our Terms & Conditions

jimpatwortham@cfl.rr.com

Copy for City of
Ocala

From: Branch Land & Tree Service, LLC <quickbooks@notification.intuit.com>
Sent: Monday, April 14, 2025 10:12 AM
To: smarritom@gmail.com
Cc: info@branchlandandtree.com; jimpatwortham@cfl.rr.com
Subject: Estimate 5325 from Branch Land & Tree Service, LLC
Attachments: Estimate_5325_from_Branch_Land_Tree_Service_LLC.pdf



Your estimate is ready!

Total \$2,985.00

Dear Sleepy Harbour HOA,

Please review the estimate below. Feel free to contact us if you have any questions.

We look forward to working with you.

If you approve this estimate please sign estimate and scan back with signature to info@branchlandandtree.com

Sincerely,

Matt

Branch Land & Tree Service, LLC.

[Review and approve](#)

Branch Land & Tree Service, LLC

P.O. Box 832
Oakland, FL 34760

info@branchlandandtree.com
+1 (407) 399-5100

<https://www.branchlandandtree.com/>

If you receive an email that seems fraudulent, please check with the business owner before paying, or you can forward the email to security@intuit.com so we can look into it. Read more at security.intuit.com.



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ESTIMATE

Branch Land & Tree Service, LLC
P.O. Box 832
Oakland, FL 34760

info@branchlandandtree.com
+1 (407) 399-5100
https://www.branchlandandtree.com
/



Bill to
Sleepy Harbour HOA
PO Box 14
Ocoee, FL 34761

Ship to
Sleepy Harbour HOA
Sleepy Harbour park area

Estimate details

Sales Rep: Matt

Estimate no.: 5325
Estimate date: 04/03/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Tree Trimming	Standard prune, canopy lift and cleanup of 2 Oak Trees (1 Live Oak / 1 Laurel Oak) in center of Park Area. Remove deadwood over 3" and sucker growth 10-15 ft into canopy. Reduction cut away from group of palms trees. Removal of one 10-12 in limb on Live Oak and removal of one 8-10 in limb on Laurel Oak that interfere with palm trees. Standard prune, canopy lift and cleanup of 4 Laurel Oak Trees along street side fence line of Park Area. Remove deadwood over 3" and sucker growth 10-15 ft into canopy. Selectively remove lower leads to raise canopy and maintain standard clearance of street and sidewalk (White Rd / Orlando Ave). Lift canopies on 2 Oak trees near pavilion to clear the down drops around pavilion area.	1	\$1,850.00	\$1,850.00
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4.	Palm Trimming	Optional trim additional 4 palms (hurricane cut to 10 and 2 to match other palms). 2 in center island and 2 at East side of entrance.	4	\$85.00	\$340.00
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5.		Clean Up - disposal of all tree material, raking of lawn and blow off driveway and street.			
----	--	--	--	--	--

Total	\$2,985.00
--------------	-------------------

Note to customer

We appreciate this opportunity. Don't hesitate to contact your sales
rep if you have any questions.

Sincerely,
Branch Land & Tree Service, LLC.

Accepted date

Accepted by

jimpatwortham@cfl.rr.com

Copy for City of Ocoee

From: Mike Smarrito <smarritom@gmail.com>
Sent: Monday, April 21, 2025 12:46 PM
To: Jim & Pat Wortham; Gina
Subject: Fwd: Estimate 236966 from West Tree Services
Attachments: estimate.pdf

Tree trimming estimate from West Tree for Lot 1

----- Forwarded message -----

From: West Tree Services <notifications@housecallpro.com>
Date: Mon, Apr 21, 2025 at 12:18 PM
Subject: Estimate 236966 from West Tree Services
To: <smarritom@gmail.com>



Approve Estimate #236966 from West Tree Services

Hi Mike,

Thank you for allowing West Tree Services to give you a free estimate . Please let us know if you have any questions and if you would like to get on the schedule click the green approval button.

[View estimate](#)

(407) 427-3920 | westtreeservice@outlook.com

<http://www.westtreeservices.com>

P.O. Box 250
Ocoee, FL 34761

[Terms & Conditions](#)



West Tree Services

ESTIMATE	#236966
ESTIMATE DATE	Apr 21, 2025
SERVICE DATE	Apr 21, 2025
TOTAL	\$3,200.00

Mike Smarrito
602 E Lakeshore Dr
Ocoee, FL 34761

☎ (407) 470-7067
✉ smarritom@gmail.com

SERVICE ADDRESS

714 E Lakeshore Dr
Ocoee, FL 34761

CONTACT US

P.O. Box 250
Ocoee, FL 34761

☎ (407) 427-3920
✉ westtreeservice@outlook.com

ESTIMATE

Services	amount
Tree Work Services (Brian) SLEEPY HARBOUR (Boat Ramp Lot 1)	\$3,200.00
1. Raise and clean 6 Oaks inside the Boat Ramp Park. Includes elevation up to 12 feet and removal of any dead limbs inside of the canopy.	
2. Trim and clean up all palms in the park and palms by the monument signs and in the medium into the community.	
3. Removal of two dead palm trees, cut flush to the ground no Stump Grinding.	
Total cost includes removal of all debris from the job site	
Services subtotal: \$3,200.00	
Total	\$3,200.00

West Tree Service is not responsible for any cracked driveway or sidewalk when removing large trees.

Not responsible for any damage during the stump grinding (ex. underground piping & wiring)

Estimates are good for 90 days

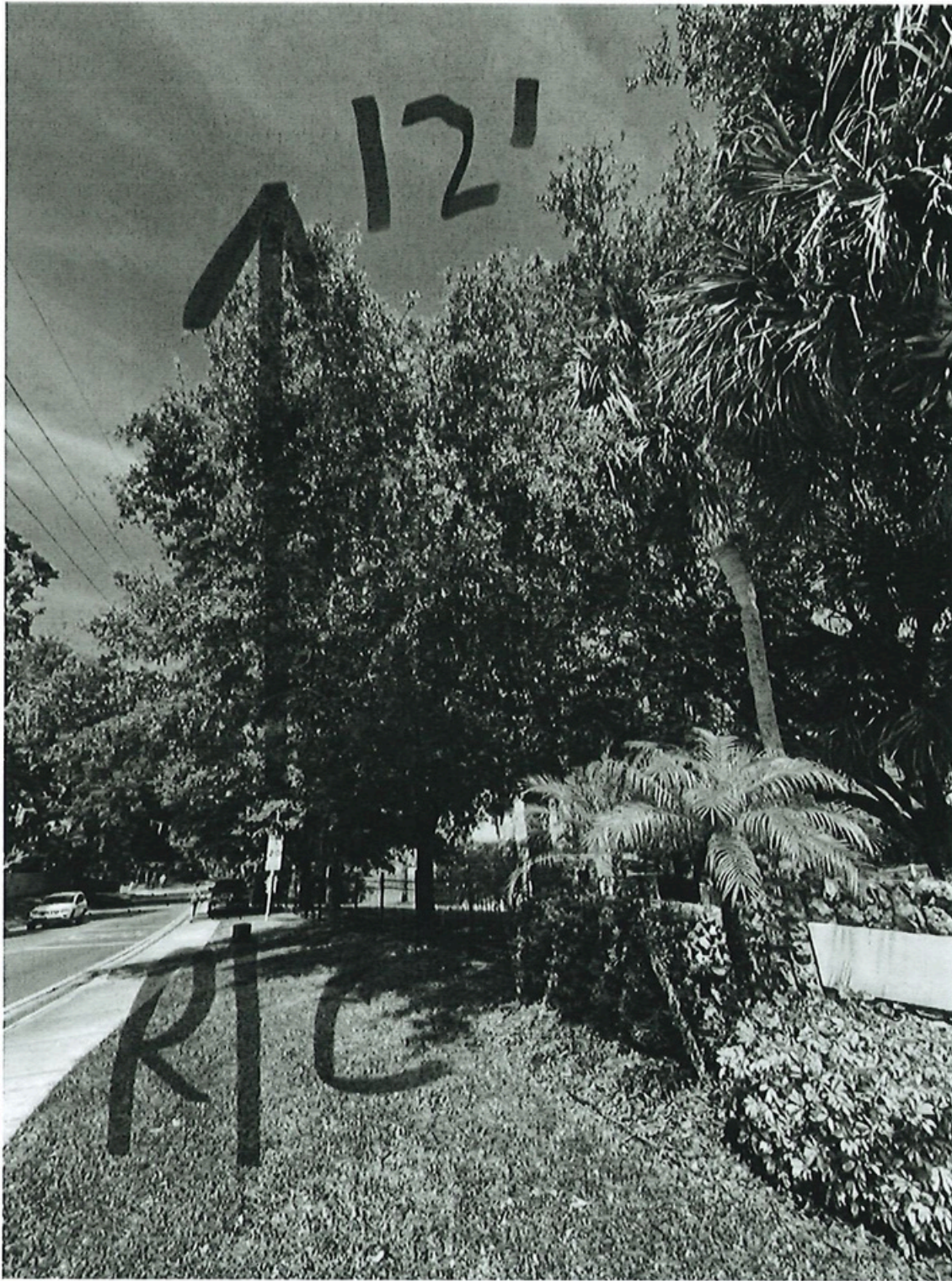
Price includes removal of all tree debris but on removals with stump grind woodchip pick up is not included.

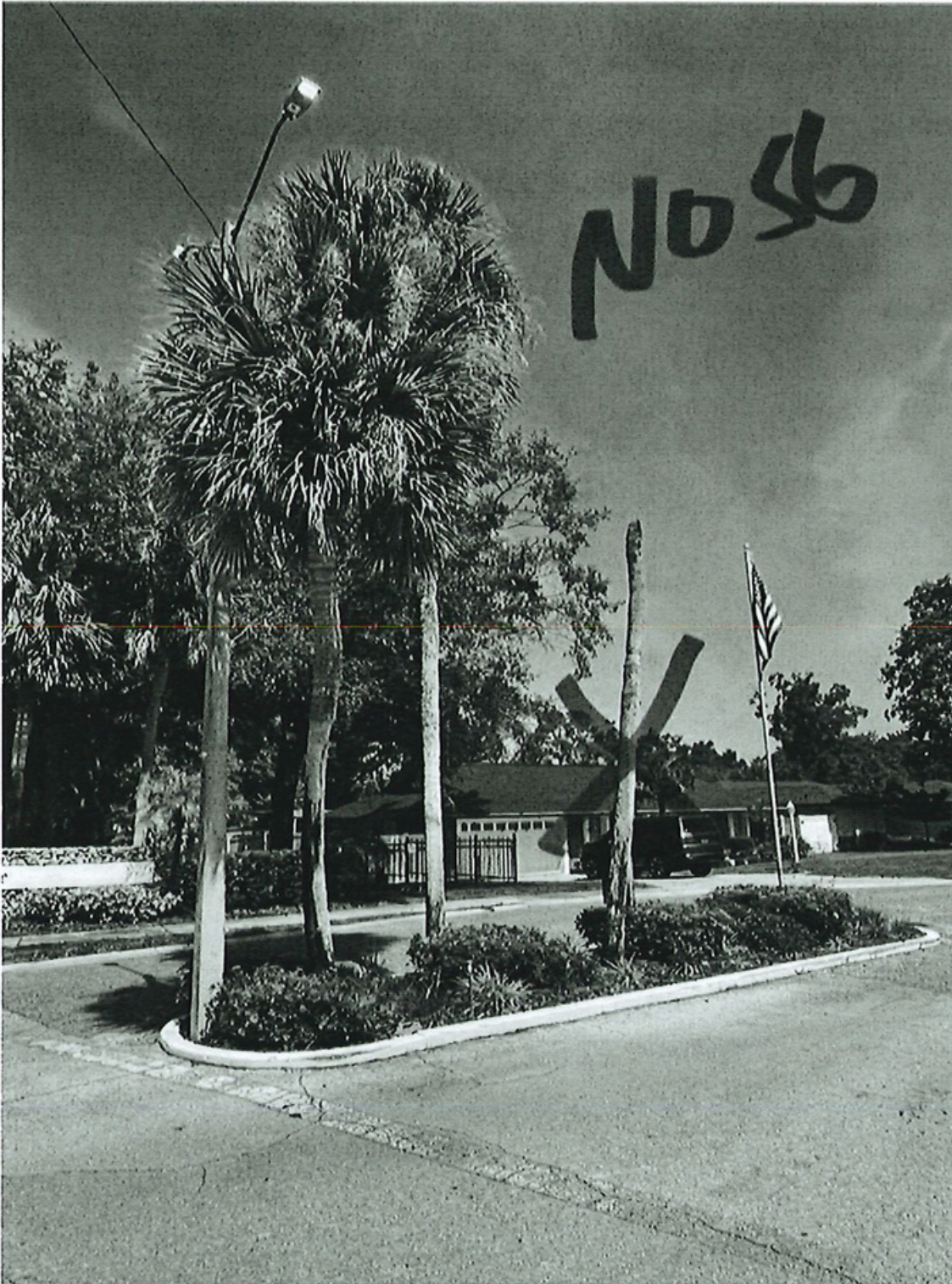
Thank you for using West Tree Service LLC.



















SLEEPY HARBOUR MEETING ON MARCH 17, 2025

The meeting was called to order by Mike Smarrito at the Ison Center. Attending were Mike, Pat Wortham, Gina Cappiello, Karen Fugate, Carole Kincaide and Chris Mahler. Absent were Kimberly and Speros Vouriotis, Glenn Wilson and Alyssia Crews.

The minutes of the previous meeting were read by Pat.

The treasurer's report was presented. There was a discussion of Zelle/Stripe. We will continue to use both until the beginning of next year and then we will use only Zelle, which has no fees.

The dock had to be approved by Orange County Environmental Department, and this was approved. The next step is to submit this to the City of Ocoee along with a request for a permit. Permit #0733-2025 has not been approved yet. It was confirmed that the permit was submitted to the building department on March 14.

The lake quality was discussed. April 22, 2025, is the earliest date of the Orange County Board of County Commissioners meet - lake discussion.

The final budget was reviewed and approved. The initial budget was discussed at the last meeting of 2024, but we did not have a quorum to vote on.

The storm damaged the palm trunks, and they need to be removed (one in the island and one behind the east wall). All the palm trees at the East Lakeshore entrance need to be trimmed. The oak trees on Lot #1 need trimming also as they are not allowing the sun to shine, and the grass will not grow, and the dirt washes down toward the lake. Pat will call Nathan at Branch Tree Trimming to get an estimate. It was a consensus to get this project completed.

May 14 at the Convention Center there is a seminar about HOA's. Several of us are planning to attend. It is free!

Meeting adjourned at 8:00.



Pat Wortham, Secretary



REMOVE
PALM
TRUNK









April 24, 2025

City of Ocoee

RE: Sleepy Harbour Neighborhood Grant Application

To Whom It May Concern;

The Officers and Trustees of the Sleepy Harbour Homeowner's Association have granted me permission to apply for the city of Ocoee neighborhood grant application.

We have provided our meeting minutes showing evidence of a need to trim our oak and palm trees located at our common areas that front Orlando Avenue.

Should there be any questions or concerns, please give me a call at (407) 470-7067.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Smarrito". The signature is fluid and cursive, with the first name "Michael" and last name "Smarrito" clearly distinguishable.

Michael Smarrito

President, SHHOA

Fwd: palm tree

MS

Mike Smarrito <smarritom@gmail.com>
To: Ochoa, Kaitlyn

You replied to this message on 5/7/2025 4:37 PM.

↩

Reply

↩

Reply All

→

Forward

⋮

Wed 5/7/2025 3:58 PM

Kaitlyn,
Above is the approval to remove the dead palm trunk from her yard.

----- Forwarded message -----
From: **Leslie Marbais** <lesliereid1002@gmail.com>
Date: Mon, May 5, 2025 at 7:35 PM
Subject: palm tree
To: SmarritoM@gmail.com <SmarritoM@gmail.com>

To whom it may concern; I give my permission to remove the dead/damaged palm tree in my front yard behind the entrance wall. If anything else is needed, please let me know,
Leslie Marbais
716 e lakeshore dr..... 407.466.7839



City of Ocoee
Neighborhood Matching Grants Program

PLEASE PRINT OR TYPE

Name of Neighborhood: Willows on the Lake

Project Leader: Fanny MacTavish

Address for Project Leader: 1824 Tuscan mill way

Project Leader (Cell) 407.325-4548 Project Leader (Home) -

Email Address: fmjet42@yahoo.com

What is the name of your proposed project?

1) Entry Beautification and Identification

2) Open Space and Common Area Enhancements

3) Security and Safety Improvements Describe your neighborhood or project boundaries using streets and landmarks. The boundaries must be within the City of Ocoee.

Does your neighborhood have an official Homeowners Association (legal entity)? Yes

If Yes: (If No, skip to next section.)

When was it formed? 2003 How many members are in the association? 86 homes

Are the members all homeowners in the neighborhood? Yes

What is the official Homeowner Association's organizational structure? (President, V.P., Committees, etc.):
President - Darlene Magnes Treasurer - Mohamed Hussein
V. President - Fanny MacTavish Director - Luis Settin

How does the association elect its leadership? When and how often are elections held?

Annual elections → i.
HOA members vote → new members in and/or
keep existing members in

If your neighborhood does NOT have an HOA:

Do you have an active neighborhood group? _____ When was it organized? _____

How many members are in the group? _____

How many homes are in your neighborhood? _____

Does your group have an organizational structure? (President, Vice-President, Committees, etc.)

Yes: President

Vice President, Treasurer, Director

What is the dollar amount being requested? (dollar amounts must be matched by the neighborhood. The maximum grant award is \$2,000.) \$2000.00

Briefly describe the proposed project:

Dock- Recreational area
Common area needs replacement of
dead shrubbery, as well as, new
trees, greenery.

List the project goals:

- (1) Revive decriped area
- (2) Replace dead vegetation
- (3) Increase Community pride

What is the location of the proposed project? (Attach 2-5 photos documenting existing conditions of the project site)

Dock area, common walk-way area
leading to dock.

For physical improvements (landscaping, entrance sign, gazebo, etc.), please define the exact site location(s). Use street names and measurements from the curb, including measurements from sidewalks, if applicable. Also provide measurements of the project (height, width, length) and attach a drawing.

For physical improvements, will it be located on:

Community - Common
area

Public Right-of-Way:

Private Property:

Common Area Owned by the Homeowners Association: Yes - willows on the fall
at Lake Ohio Homeowners
association.
(Include written permission from the appropriate government agency if located in the right-of-way; or owner if located on private property.)

HOA's, please attach the meeting minutes reflecting the membership vote of approval for the proposed grant project. Non-HOA's, please attached a letter with signatures. See page 2.

We certify that our membership voted and approved this Ocoee Neighborhood Matching Grant application on _____ (date), and attached are the minutes/letter reflecting this vote.

Fanny MacTavish

Print name of person preparing application

Fanny MacTavish

Signature of Project Leader

Fanny MacTavish

Signature of person preparing application

Date: 3/21/2025

Danette Hagen

Signature of Neighborhood President

Date: 3/14/2025

WILLOWS ON THE LAKE HOMEOWNERS' ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

October 10, 2024

DRAFT MEETING MINUTES

1. **Certification of Quorum:** Board Members present were Darlene Magnes (President), Fanny MacTavish (Vice President), Mohammed Hassan (Treasurer) and Luis Setien (Director). Nicholas Piana, LCAM and Darcy Ennis LCAM Director represented Southwest Property Management.
2. **Proof of Meeting Notice:** Darlene confirmed that the meeting Agenda was posted on the bulletin board, at least 14 days in advance of the meeting along with the special assessment meeting notification to lot 59.
3. **Call to Order:** Darlene called the meeting to order at 6:36 PM, Fanny Seconded.
4. **Approval of Meeting Minutes from Previous Board Meeting(s):**
 - **Board Meeting Minutes – October 10th, 2023:** Darlene made a motion to approve the previous meeting minutes as presented, Mohamed seconded. All were in favor and the Meeting Minutes were approved.
5. **Reports:**
 - **Financial Report:** The Board reviewed the financial reports, the Board had no questions at this time.
 - **AR aging report:** Darlene motioned to approve that no payment plan would be accepted for accounts in arrears. Fanny seconded. All were in favor.
 - **Manager's Report:** pedestrian gate that does not belongs to the community on Lake Johio Rd. has been fixed by TCII property management group. Total Access should be contacted to have the pedestrian entrance gate that belongs to the community on Lake Johio Rd. fixed, so no one can have access from the outside.
Treash should be placed outside one day before the pick-up date. Nicholas to send a reminder to the community.
6. **New Business:**
 - Since the insurance company of family Tran, lot 59 homeowners (516 Autumn Damask Court) did not pay for the damages caused to the main gate, Darlene made a motion to assess lot 59 for \$26,880, Fanny seconded the motion. All were in favor.
 - A fining committee was officially appointed by the board of directors. The appointed members are Kevin Carter, Cara Viademonte and Robert Sheridan.

WILLOWS ON THE LAKE HOMEOWNERS' ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

October 10, 2024

Jordan Washington, SWPM Cam manager, joined the meeting via Zoom to instruct the board on how to proceed with the fining committee. SWPM to send

- an email blast to the community informing about the new committee and Jordan will send a template on the implementation of the fines.
- Nicholas Piana was introduced to the community as the new LCAM.
- Grant: Fanny made a motion for approval to apply for future Ocoee Neighborhood Matching Grant, Darlene seconded, all were in favor and motion passes. This will be upcoming in the next few months and the board needs to be ready to apply when the time for applications comes.

7. Open Forum:

Questions and comments from the homeowners that were present were addressed by the Board of Directors.

8. Administrative Items:

- Date of Next Board Meeting: TBD
- Location of Next Board Meeting: TBD

9. Adjournment: With no additional Association business to discuss, Darlene made a motion to adjourn the meeting. Luis seconded the motion. All were in favor, and the meeting was adjourned at 8:00 PM.

Minutes Prepared by:

Nicholas Piana, LCAM
Southwest Property Management

Approved by the Board of Directors: _____

ESTIMATE

HERNANDEZ LANDSCAPING &
IRRIGATION LLC
206 Audrey St
Ocoee, FL 34761

obethernandez28@gmail.com
+1 (407) 394-3623



Bill to
Willows On the Lake

Ship to
Willows On the Lake

Estimate details

Estimate no.: 1044

Estimate date: 03/14/2025

Expiration date: 04/15/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Irrigation	Installation of the drip system along the viburnums	1	\$1,150.00	\$1,150.00
2.		Plants	Replace the dead viburnums with 30-gallon ones	11	\$220.00	\$2,420.00
3.		Plants	Bald cypress 45gallons	2	\$230.00	\$460.00
4.		Plants	Rainbow eucalyptus 30 galones	2	\$210.00	\$420.00
5.		Planting	Planting ,delivery and install the bobbler	1	\$1,200.00	\$1,200.00

Subtotal \$5,650.00

Sales tax \$27.30

Total \$5,677.30

Expiry date 04/15/2025

Accepted date

Accepted by

Invoice #2539

DATE

03/06/2025
Meadowbrook Acres of South-Central
Florida, Inc.

8916 County Rd. 728
Center Hill, Fl. 33514
Robert.h@meadowbrook.com



Meadowbrook Acres

Willows on the Lake
Dock area Landscape Renovation

ITEM
Plant Materials

7 gallon Viburnum Shrubs	12	
25 gallon Little Gem Magnolia or Tabebuia Trees		4

Irrigation replacement
Removal two dead shrubs
Total Cost \$6,535.63.

50% deposit required from Total Cost to commence project.

2

8916 County Rd. 728 Center Hill, Fl. 33514 USA
Telephone 352.760.6182



Remodeling & Landscaping

8809 Mescalero Street

Orlando, Florida 32829

(407) 273-0551

Cell (407) 739-8809

Proposal- Acceptance

Proposal ID: 25-2007

SUBMITTED:

DATE:

Willows on the Lake H.O.A.
STREET:

3-11-25

JOB NAME:

...

PLANTS AND TREES

CITY, STATE AND ZIP CODE:

JOB LOCATION:

Ocoee, FL

Dock/Gazebo area in H.O.A.

PHONE:

JOB/FAX PHONE:

PROJECT DIRECTOR:

(407) (407) 304-6165 Karie Clearwater (South West Property Management)

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

PLANTS AND TREES:

- 1) Supply and install (4) 25 gallon Little Gem Magnolia or Tabebuia Trees in the area of the Dock and Gazebo on the Lake.
- 2) Remove two dead shrubs.
- 3) Supply and install (12) 7 gallon Viburnum Shrubs.
- 4) Irrigation work- 5hours

Price includes Labor, Deliver, Shrubs and Trees to Complete
.....\$ 5,750.00



Remodeling & Landscaping

Proposal - Acceptance

NOTE: Price does not include WATER, TRUF REPLACEMENT
The quoted cost(s) does not include any taxes or permit fees, if applicable.

G.R.L. MISSION STATEMENT

"To always exceed customer expectations by providing unequalled service in an ethical, environmentally responsible, caring and responsive manner."

**Thank you for the opportunity to submit this quote and
we look forward to serving you.**

WE PROPOSE HEREBY TO FURNISH MATERIALS COMPLETE IN ACCORDANCE WITH ABOVE
SPECIFICATIONS. FOR THE SUM OF:

As Above, plus applicable taxes.

DOLLARS (\$) + TAX

\$ 5,750.00

PAYMENT TO BE MADE AS FOLLOWS:

Balance upon completion,

\$ 5,750.00

All material is guaranteed to be as specified. All work shall be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the amount set forth above. We shall not be responsible for delays caused by strikes, accidents, or other contingencies beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workmen's Compensation Insurance.

AUTHORIZED SIGNATURE:

Note: We may withdraw this proposal if not

Accepted within **30 Days.**

ACCEPTANCE OF PROPOSAL:

The above prices, specifications, term, and conditions are satisfactory and are
hereby accepted. You are authorized to do the work as specified. Payment will

be made as outlined above.

Property Record - 16-22-28-9280-00-005

Orange County Property Appraiser • <http://www.ocpafl.org>

Property Summary as of 03/12/2025

Property Name

1832 Tuscany Mill Way

Names

Willows On The Lake At Lake Johio Homeowners Assoc Inc

Municipality

OCO - Ocoee

Property Use

0900 - Common Elements

Mailing Address

Po Box 783367

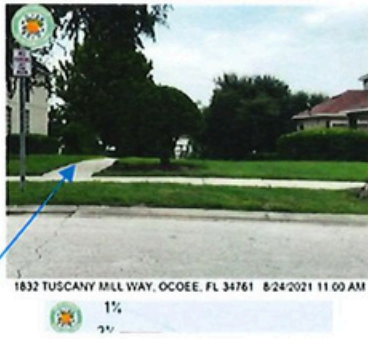
Winter Garden, FL 34778-3367

Physical Address

1832 Tuscany Mill Way

Ocoee, FL 34761

OR
OR
Code
For
Mobile
Phone



2024 Non-Ad Valorem Assessments

Levying Authority	Assessment Description	Units	Rate	Assessment
There are no Non-Ad Valorem Assessments				

Property Features

Property Description

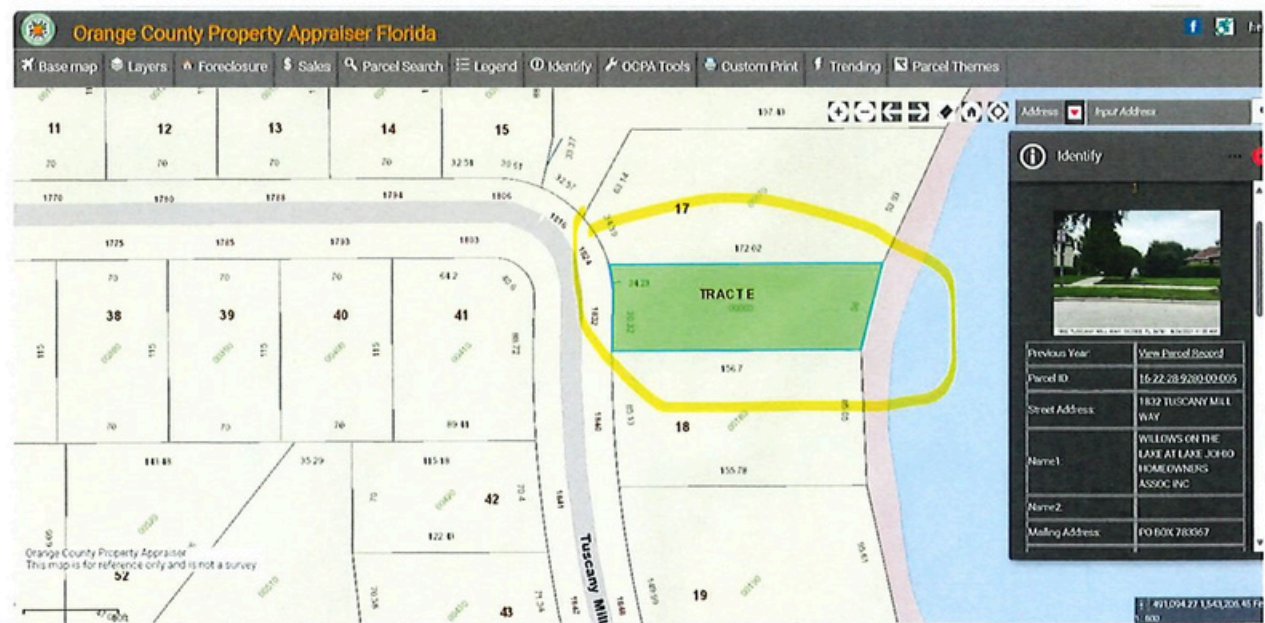
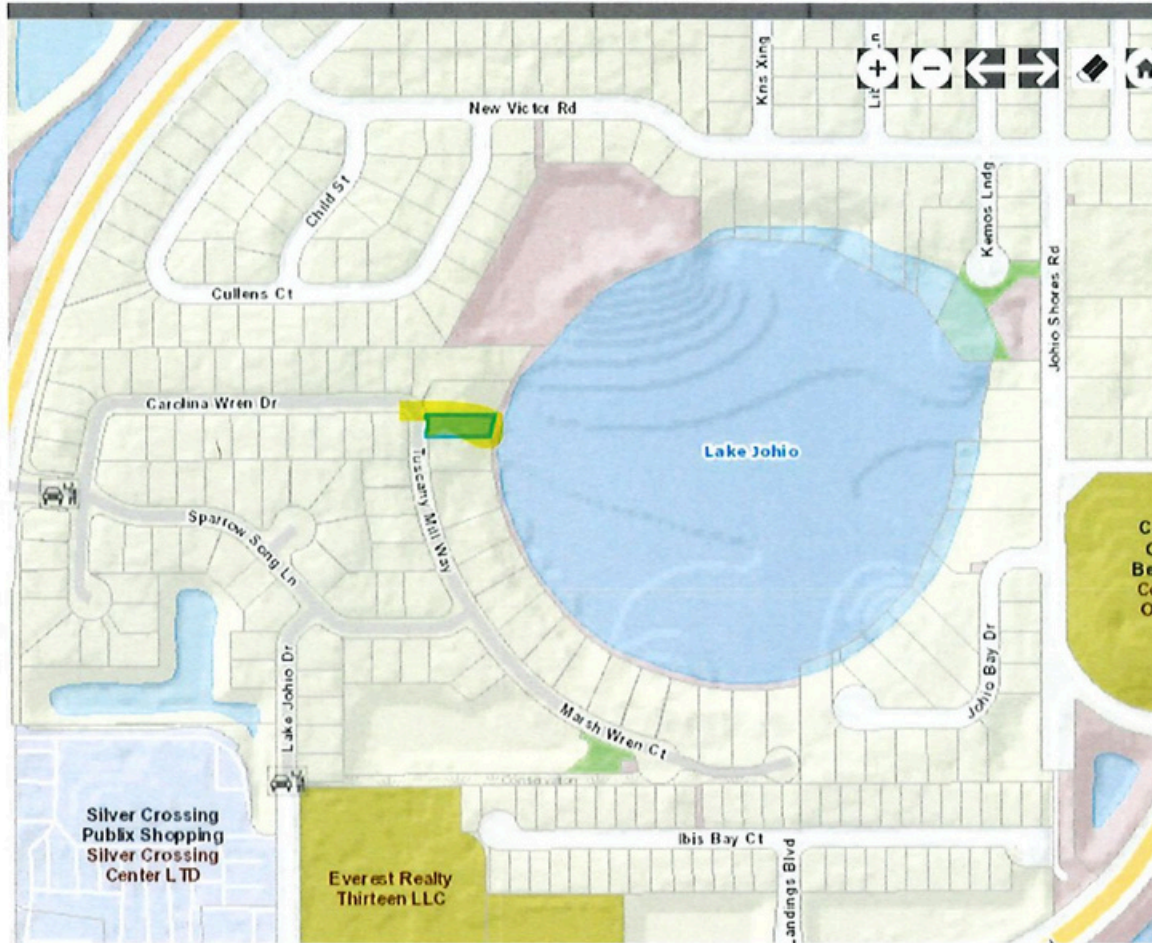
WILLOWS ON THE LAKE 48/35 TRACT E (RECREATION AREA)

Total Land Area

8,858 sqft (+/-) | 0.20 acres (+/-) GIS Calculated

Located on Tuscany Mill Way

WOL – DOCK, Recreation area



Gazebo – common area.



Shrubbery has died
and needs
replacing







STAFF REPORT

Meeting Date: May 20, 2025
Item #: 4

Contact Name: Berenice Belizaire
Contact Number: Ext. 1070

Department Director: Ginger Corless
City Manager: Craig Shadrix

Subject: Second Reading of Ordinances for 283 10th Avenue - Cox Property Annexation & Rezoning from Orange County R-2 to City of Ocoee R-1; Project No. AX-02-25-01 & RZ-25-02-01. (Planner I Belizaire)

Background Summary: The First Reading of the Ordinances were held on May 6, 2025.

Owner/Applicant: Sherry Lee Cox

General Location: The property is in Commission District 1 and is located at the northwest corner of 10th Avenue and Peters Avenue intersection.

Property Size & Parcel Identification Number: The property contains approximately 0.36 acres and is assigned parcel ID number 08-22-28-5960-22-010.

Existing Site Conditions: The table below summarizes the existing site conditions of the property.

Current Future Land Use Map (FLUM) Designation	Current Zoning District	Existing Land Use	Overlay/ Unique Features
Low Density Residential (4 units per acre)	County R-2	Single-family residential dwelling	N/A

The property is surrounded by the following: jurisdictions, Future Land Use Map (FLUM) designations, zoning districts, and land uses.

Direction	Jurisdiction	FLUM Designation	Zoning District	Existing Land Uses
North	City of Ocoee	Recreation and Open Space	R-1	Municipal Park and Recreation
South	Orange County	Low Density Residential	R-2	Single-Family Residential
East	City of Ocoee	Low Density Residential	R-1	Single-Family Residential
West	Orange County	Low Density Residential	R-2	Single-Family Residential

Proposed Site Conditions: The table below summarizes the applicant's request and potential development on the subject property.

Proposed FLUM Designation	Proposed Zoning District	Proposed Use	Proposed Development Standards
N/A (Site remains LDR)	City R-1	Single Family Dwelling	Conventional R-1 standards

Consistency with Florida Statutes: With respect to the proposed annexation, Section 171.044, Florida Statutes (F.S.), grants municipalities the authority to annex contiguous, compact, non-circuitous territory so long as it does not create an enclave. The subject property is bordered on the north and east by the City's jurisdictional limits and, as such, is contiguous to the City and does not create an enclave. Instead, it furthers the City's efforts to reduce existing enclaves within the city limits.

Consistency with JPA Agreement: The property is located within the Ocoee-Orange County Joint Planning Area (JPA) Agreement, and the proposed annexation and zoning classification are consistent with the terms of the JPA Agreement.

Consistency with the Adopted Comprehensive Plan: The annexation is consistent with Future Land Use Element (FLUE) Policy 2.5, which requires the City to consider requests for voluntary annexation when those lands are logical extensions of the existing City limits, when services can be properly provided and when proposed uses are compatible with the City's Comprehensive Plan, the JPA Agreement, and the City's Annexation Policy. The proposed R-1 zoning classification is consistent with FLUE Policy 1.15, which stipulates that the City may assign an initial zoning after annexation in a manner that is consistent with both the Future Land Use Map and the JPA Agreement.

Access: Access will continue to be via 10th Avenue.

Utilities: The property owner has requested water service from the City. City water service is available from an existing 12" water main located east of property in Peters Ave right-of-way. After the annexation has been executed and recorded with Orange County, the Utilities Department will begin the design and permitting process to bring water service to the property. The water service installation for this property will require an Orange County right-of-way permit, which will increase the turnaround time. No sewer lines are available, and a private septic system will serve the property.

Transportation: No issues are anticipated as the property is entitled to have one (1) single family dwelling.

Stormwater: N/A

Schools: N/A

Public Safety: Fire service is available within 1.2 miles of the property and can be provided within a five (5) minute response time at a 750 gpm water flow. Police service is available within Patrol Zone 51 within a 3-minute response time for non-emergency services.

An Annexation Feasibility & Public Facilities Analysis Report was completed for this property. See attached document for complete report.

Issue:

Should the Honorable Mayor and City Commissioners approve the proposed annexation and rezoning from

Orange County R-2 (Residential District) to City of Ocoee R-1 (Single Family Dwelling District) for the Cox property located at 283 10th Avenue?

Recommendations:

Development Review Committee (DRC):

The Development Review Committee (DRC) met on Tuesday, April 1, 2025, to consider the application for annexation and rezoning. Upon a finding of consistency with the City's regulations and policies and the terms of the City of Ocoee-Orange County Joint Planning Area (JPA) Agreement, the DRC made a recommendation of approval of the proposed Annexation and Rezoning from Orange County R-2 (Single Family Residential District) to City R-1 (Single Family Dwelling District) for the Cox property located at 283 10th Avenue.

Planning & Zoning Commission Recommendation:

The Planning & Zoning Commission (PZC), acting as the Local Planning Agency (LPA), considered this item at its April 8, 2025, hearing and, identifying no issues, made a recommendation of approval of the proposed Annexation and Rezoning from Orange County R-2 (Single Family Residential District) to City of Ocoee R-1 (Single Family Dwelling District) for the Cox Property located at 283 10th Avenue.

Staff Recommendation:

Staff recommends that the Honorable Mayor and City Commissioners approve the proposed annexation and rezoning from Orange County R-2 (Single Family Residential District) to City of Ocoee R-1 (Single Family Dwelling District) for the Cox property located at 283 10th Avenue.

Attachments:

1. Location Map
2. Aerial Map
3. FLU Map
4. Zoning Map
5. Annexation and Rezoning Feasibility Report
6. Annexation Ordinance - 283 10th Avenue Cox Property
7. Rezoning Ordinance - 283 10th Avenue Cox Property
8. Business Impact Estimate Form
9. Ad Cox Property Annexation
10. Ad Cox Property Rezoning

Financial Impacts:

N/A

Type of Item: Second Reading Public Hearing

**283 10th Avenue
Location Map**

Harris Rd

10th Ave



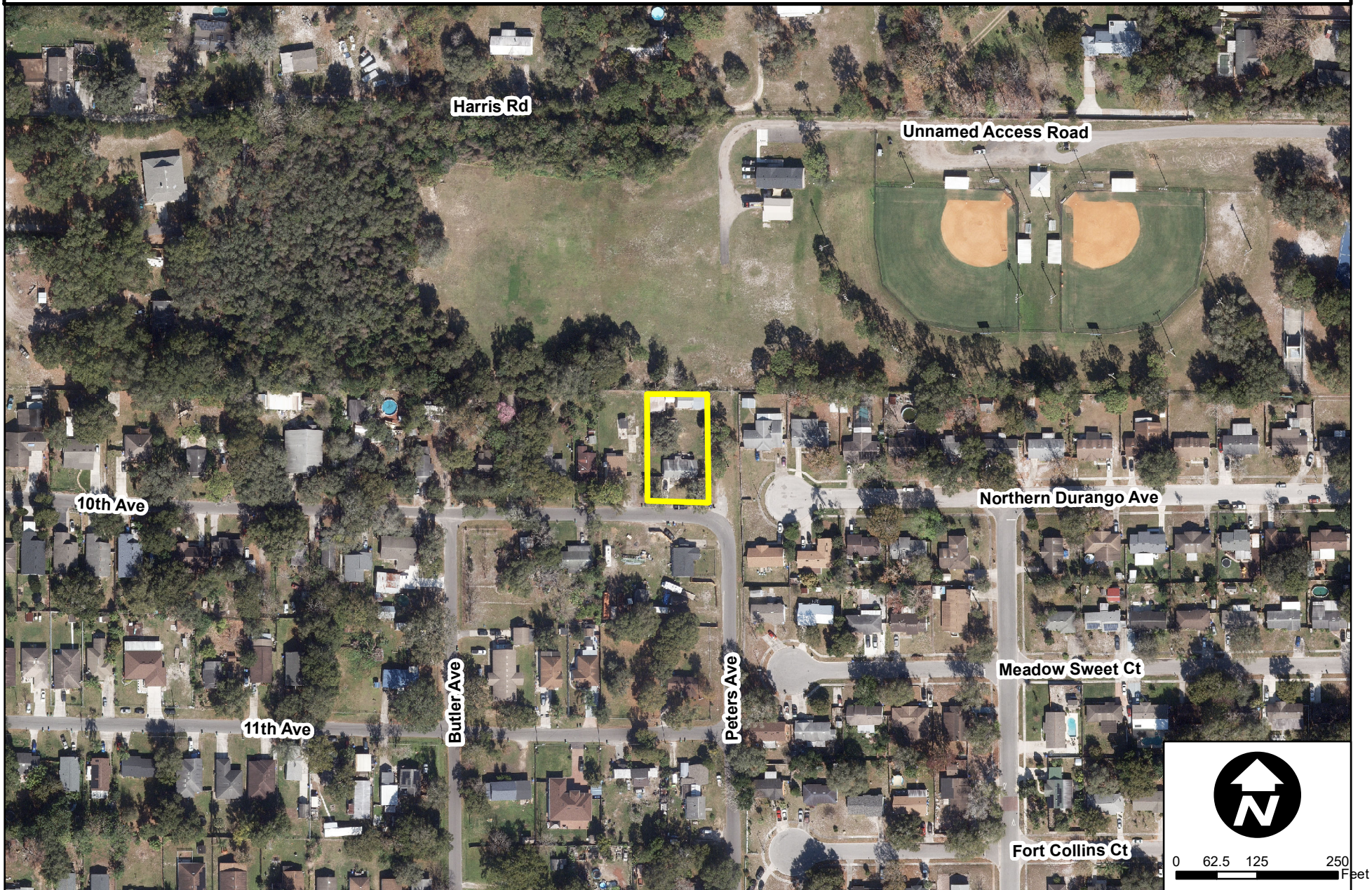
11th Ave

12th Ave

Peters Ave



283 10th Avenue Aerial Map



283 10th Avenue Surrounding Future Land Use Map



Development Services
Department

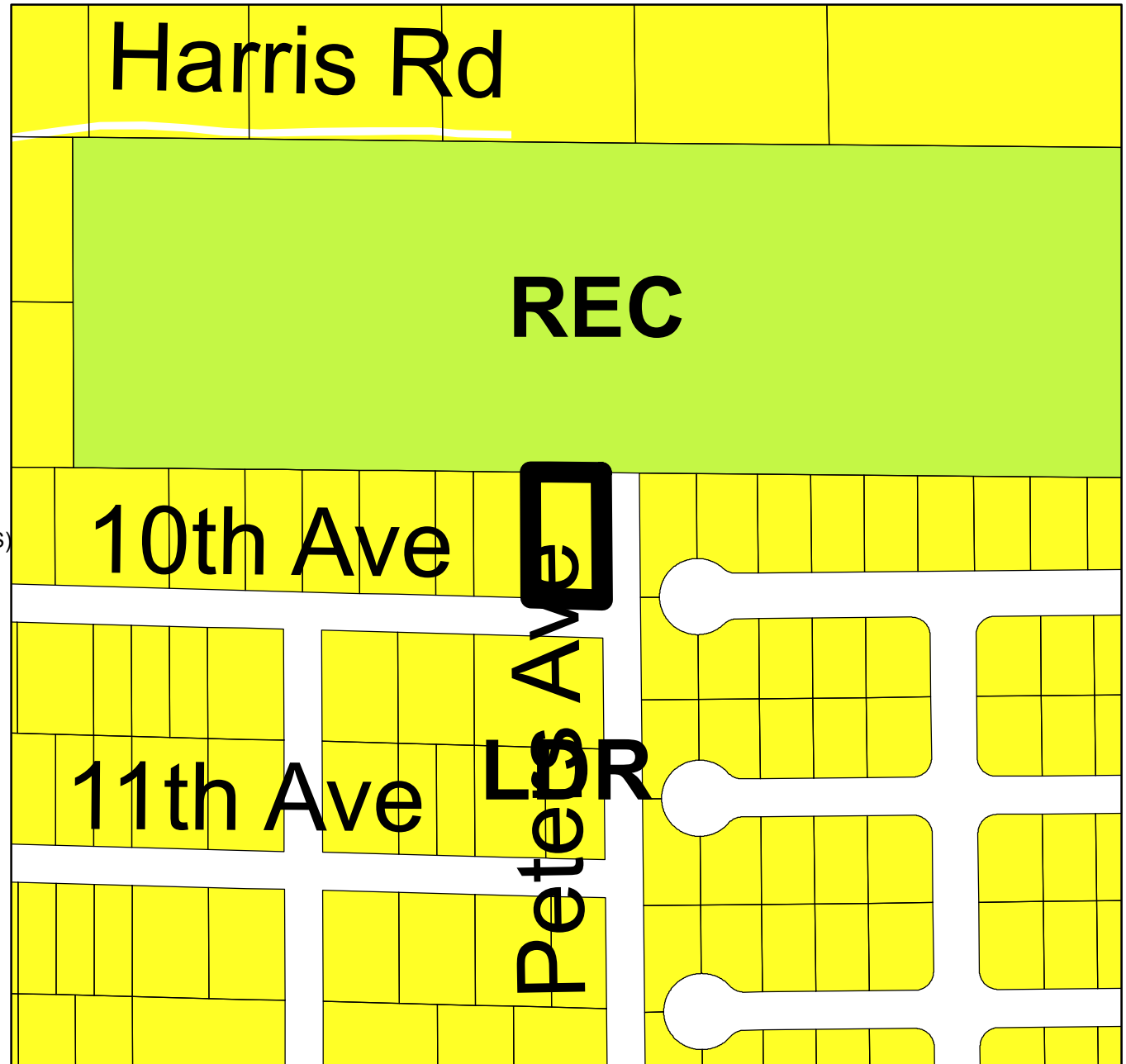
0 50 100 200
Feet

Created: April 2025

 Subject Property

Future Land Use Classification:

-  Low Density Residential (LDR)
-  Medium Density Residential (MDR)
-  High Density Residential (HDR)
-  Professional Offices and Services (PS)
-  Commercial (COMM)
-  Light Industrial (LI)
-  Heavy Industrial (HI)
-  Conservation/Floodplains (CONS)
-  Recreation and Open Space (REC)
-  Public Facilities/Institutional (INST)



283 10th Avenue Surrounding Zoning Map



Development Services
Department

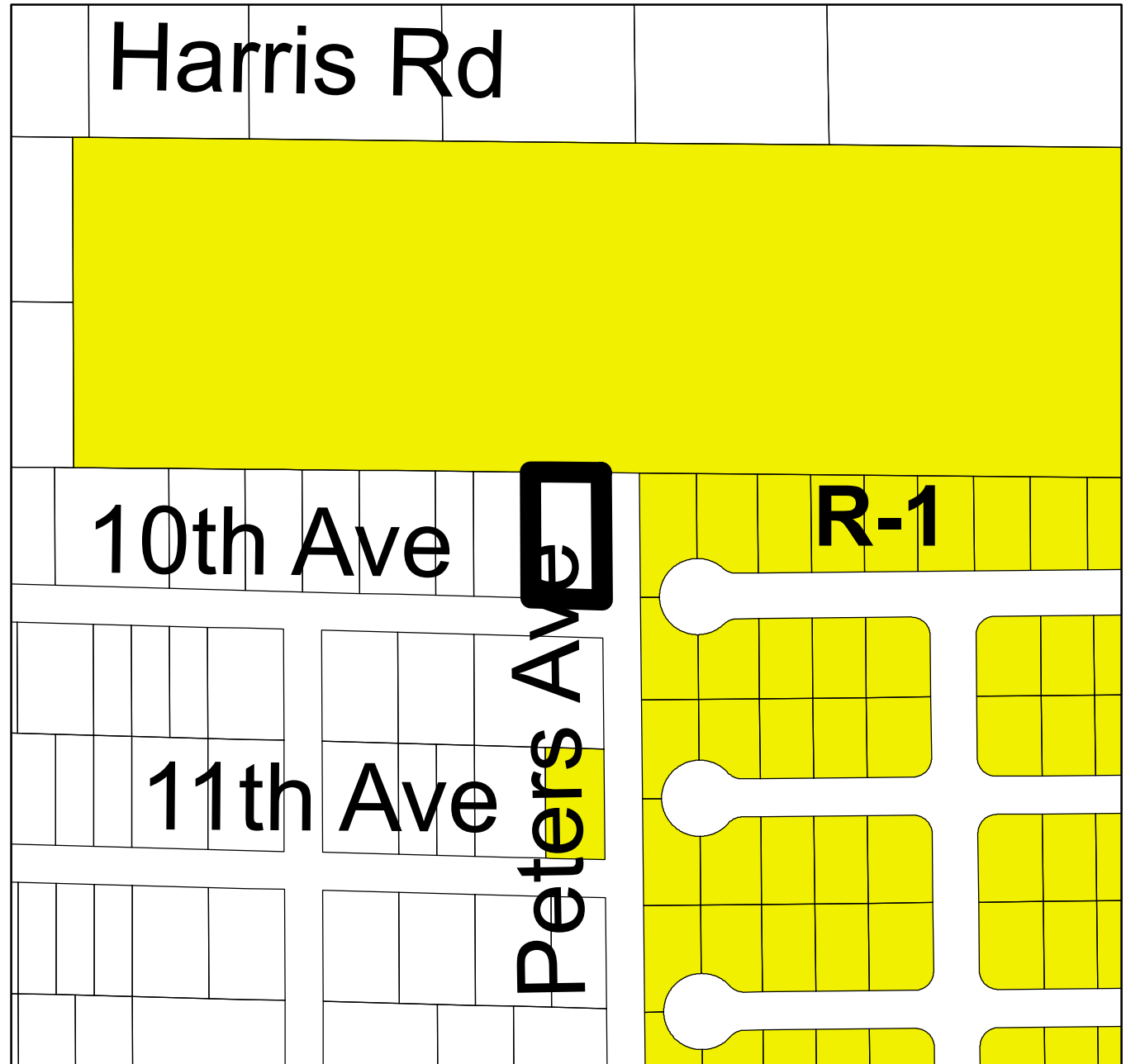
0 50 100 200
Feet

Created: April 2025

 Subject Property

Zoning Classification:

-  General Agricultural (A-1)
-  Suburban (A-2)
-  Single-Family Dwelling (R-1AAA)
-  Single-Family Dwelling (R-1AA)
-  Single-Family Dwelling (R-1A)
-  Single-Family Dwelling (R-1)
-  One- & Two-Family Dwelling (R-2)
-  Multiple-Family Dwelling (R-3)
-  Mobile Home Subdivision (RT-1)
-  Professional Offices & Services (P-S)
-  Neighborhood Shopping (C-1)
-  Community Commercial (C-2)
-  General Commercial (C-3)
-  Restricted Manufacturing & Warehousing (I-1)
-  General Industrial (I-2)
-  Commercial (PUD)
-  Low Density (PUD)
-  Medium Density (PUD)
-  High Density (PUD)
-  Public Use (PUD)
-  Unclassified



CITY OF OCOEE

ANNEXATION FEASIBILITY ANALYSIS

CASE NUMBER: AX-02-25-01 & RZ-25-02-01

APPLICANT NAME: Sherry Lee Cox

PROJECT NAME: 283 10TH AVENUE

This form is used to evaluate annexation requests to determine the feasibility of providing urban services to individual properties. Each department's findings are summarized below.

I. PLANNING DEPARTMENT		Berenice Belizaire, Planner I
A. Applicant/Owner		
1. Owner (if different from Applicant):	Sherry Lee Cox	
B. Property Location		
1. General Location:	The property is located at the northwest corner of the 10th Avenue and Peters Avenue intersection.	
2. Parcel Identification Number:	08-22-28-5960-22-010	
3. Street Addresses:	283 10th Avenue	
4. Size and Number of Parcels:	0.36 acres (1 parcel)	
C. Use Characteristics		
1. Existing Use:	Single-family dwelling	
2. Proposed use:	Single-family dwelling	
3. Density / Intensity:		
4. Projected Population:	N/A	
D. Zoning and Land Use		
1. Orange County Future Land Use:	Low Density Residential	
2. Orange County Zoning:	R-2	
3. Existing Ocoee Future Land Use:	Low Density Residential per JPA FLUM	
4. Proposed Ocoee Zoning:	R-1	
E. Consistency		
1. Joint Planning Area:	Yes	
2. Comprehensive Plan:	Yes	
II. FIRE DEPARTMENT		
1. Estimated Response Time:	5 minutes or less	
2. Distance to Property:	1.2 miles	
3. Fire Flow Requirements:	750 gpm	
III. POLICE DEPARTMENT		
1. Police Patrol Zone / Grid / Area:	51	
2. Estimated Response Time:	3 minutes	
3. Distance to Property:		
3. Average Travel Time		

IV. ECONOMIC VALUE	Berenice Belizaire, Planner I
---------------------------	-------------------------------

1. Property Appraiser Market Value:	\$219,104
2. Property Appraiser Taxable Value	\$113,460
3. Estimated City Ad Valorem Taxes:	TBD
4. Anticipated Licenses & Permits:	TBD
5. Potential Impact Fees:	TBD
6. Total Project Revenues:	TBD

V. PUBLIC WORKS DEPARTMENT	
-----------------------------------	--

1. Within the 100-year Flood Plain:	No
-------------------------------------	----

VI. UTILITIES	T'Jean Tomlinson, P.E., Engineering Manager
----------------------	---

	A. Potable Water	
--	-------------------------	--

1. In Ocoee Service Area:	Yes
2. City Capable of Serving Area:	Yes
3. Extension Needed:	No water main extension needed, only service line installation required.
4. Location and Size of Nearest Water Main:	12" water main located east of property in Peters Ave right-of-way.

	B. Sanitary Sewer	
--	--------------------------	--

1. In Ocoee Service Area:	Yes
2. City Capable of Serving Area:	No, sewer treatment capacity is available at wastewater treatment facility but sewer connection is not currently available.
3. Extension Needed:	N/A, sewer connection is not currently available and extension is cost-prohibitive.
4. Location and Size of Nearest Force Main:	N/A to this annexation; 8" force main on N Lakewood Ave.
5. Annexation Agreement Needed:	Annexation agreement needed for water service. City sewer service is not being provided at this time.

	C. Other	
--	-----------------	--

1. Utility Easement Needed:	No
2. Private Lift Station Needed:	No
3. Well Protection Area Needed:	No

VII. TRANSPORTATION	Berenice Belizaire, Planner I
----------------------------	-------------------------------

1. Paved Access:	Yes – 10 th Avenue
2. ROW Dedication:	No
3. Traffic Study:	No
4. Traffic Analysis Zone:	No

VIII. PRELIMINARY CONCURRENCY EVALUATION	
---	--

A. Transportation:	
---------------------------	--

B. Parks / Recreation:	
-------------------------------	--

C. Water / Sewer:	
--------------------------	--

D. Stormwater:	
-----------------------	--

E. Solid Waste:	
------------------------	--

F. Impact Fees:	
------------------------	--

IX. SITE SPECIFIC ISSUES

All Departments

X. CONSISTENCY WITH STATE ANNEXATION REGULATIONS

Berenice Belizaire, Planner I

**ORDINANCE NO. 2025-
(Annexation Ordinance for 283 10th Avenue –
Cox Property)**

TAX PARCEL ID: 08-22-28-5960-22-010

CASE NO. AX-02-25-01: 283 10th Avenue –Cox Property Annexation

AN ORDINANCE OF THE CITY OF OCOEE, FLORIDA, ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF OCOEE, FLORIDA, CERTAIN REAL PROPERTY CONTAINING APPROXIMATELY 0.36 ACRES LOCATED AT 283 10TH AVENUE ON THE NORTHWEST CORNER OF THE 10TH AVENUE AND PETERS AVENUE INTERSECTION, PURSUANT TO THE APPLICATION SUBMITTED BY THE PROPERTY OWNER; FINDING SAID ANNEXATION TO BE CONSISTENT WITH THE OCOEE COMPREHENSIVE PLAN, THE OCOEE CITY CODE AND THE JOINT PLANNING AREA AGREEMENT; PROVIDING FOR AND AUTHORIZING THE UPDATE OF OFFICIAL CITY MAPS; PROVIDING DIRECTION TO THE CITY CLERK; PROVIDING FOR SEVERABILITY; PREVAILING IN THE EVENT OF ANY INCONSISTENCY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 171.044, Florida Statutes, the owner of certain real property located in unincorporated Orange County, Florida, as hereinafter described, has petitioned the City Commission of the City of Ocoee, Florida (the “Ocoee City Commission”) to annex approximately 0.36 acres of property, as more particularly described in Exhibit “A” attached hereto, into the corporate limits of the City of Ocoee, Florida; and

WHEREAS, the Ocoee City Commission has determined that said petition bears the signatures of all owners of the real property proposed to be annexed into the corporate limits of the City of Ocoee, Florida; and

WHEREAS, notice of the proposed annexation has been published pursuant to the requirements of Section 171.044(2), Florida Statutes, and Section 5-9(E), Article V, Land Development Code of the City of Ocoee (the “Code”); and

WHEREAS, on April 8, 2025, the Planning and Zoning Commission of the City of Ocoee, Florida, reviewed the proposed annexation and found it to be consistent with the Ocoee Comprehensive Plan, to comply with all applicable requirements of the Ocoee City Code, and to be in the best interest of the City of Ocoee and has recommended to the Ocoee City Commission that it approve said annexation petition; and

WHEREAS, the Ocoee City Commission has the authority, pursuant to Section 171.044, Florida Statutes, to annex said real property into its corporate limits upon petition of the owners of said real property; and

WHEREAS, the Ocoee City Commission is desirous of annexing and redefining the boundary lines of the City of Ocoee, Florida, to include said real property.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF OCOEE, FLORIDA, AS FOLLOWS:

Section 1. AUTHORITY. The Ocoee City Commission has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida, Chapters 166 and 171, Florida Statutes, and Section C-7 of Article 1 of the Charter of the City of Ocoee, Florida.

Section 2. PETITION. The Ocoee City Commission hereby finds that the petition to annex certain lands, as hereinafter described, into the corporate limits of the City of Ocoee, Florida, bears the signatures of all owners of the real property proposed to be annexed into the corporate limits of the City of Ocoee, Florida.

Section 3. ANNEXATION. The following described real property located in unincorporated Orange County, Florida, is hereby annexed into the corporate limits of the City of Ocoee, Florida:

SEE EXHIBIT “A” ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF

Section 4. MAP. A map of said land herein described, which clearly shows the annexed area, is attached hereto as **EXHIBIT “B”** and by this reference is made a part hereof.

Section 5. CONSISTENCY FINDING. The Ocoee City Commission hereby finds that the annexation of said land herein described is consistent with the Ocoee Comprehensive Plan, as amended, and meets all of the requirements for annexation set forth in the Ocoee Comprehensive Plan and the Ocoee City Code.

Section 6. CORPORATE LIMITS. The corporate territorial limits of the City of Ocoee, Florida, are hereby redefined to include said land herein described and annexed.

Section 7. OFFICIAL MAPS. The City Clerk is hereby authorized to update and supplement official City maps of the City of Ocoee, Florida, to include said land herein described and annexed.

Section 8. LIABILITY. The land herein described and future inhabitants of said land herein described shall be liable for all debts and obligations and be subject to all species of taxation, laws, ordinances, and regulations of the City of Ocoee, Florida, and be entitled to the same privileges and benefits as other areas of the City of Ocoee, Florida.

Section 9. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any 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 portion hereto.

Section 10. CONFLICTING ORDINANCES. This ordinance prevails in the event of any inconsistency with all ordinances or parts of ordinances in conflict herewith.

Section 11. EFFECTIVE DATE. This Ordinance shall become effective upon passage and adoption. Thereafter, the City Clerk is hereby directed to file a certified copy of this Ordinance with the Clerk of the Circuit Court for Orange County, Florida, the Chief Administrative Officer of Orange County, Florida, and with the Florida Department of State within seven (7) days from the effective date.

PASSED AND ADOPTED this _____ day of _____, 2025.

APPROVED:

ATTEST:

CITY OF OCOEE, FLORIDA

Melanie Sibbitt, City Clerk

Rusty Johnson, Mayor

(SEAL)

FOR USE AND RELIANCE ONLY BY THE
CITY OF OCOEE, FLORIDA APPROVED AS
TO FORM AND LEGALITY THIS _____ DAY
OF _____, 2025

ADVERTISED _____ AND _____
READ FIRST TIME _____, 2025
READ SECOND TIME AND ADOPTED
_____, 2025, UNDER AGENDA
ITEM NO. _____

FISHBACK DOMINICK

By: _____
City Attorney

EXHIBIT "A"

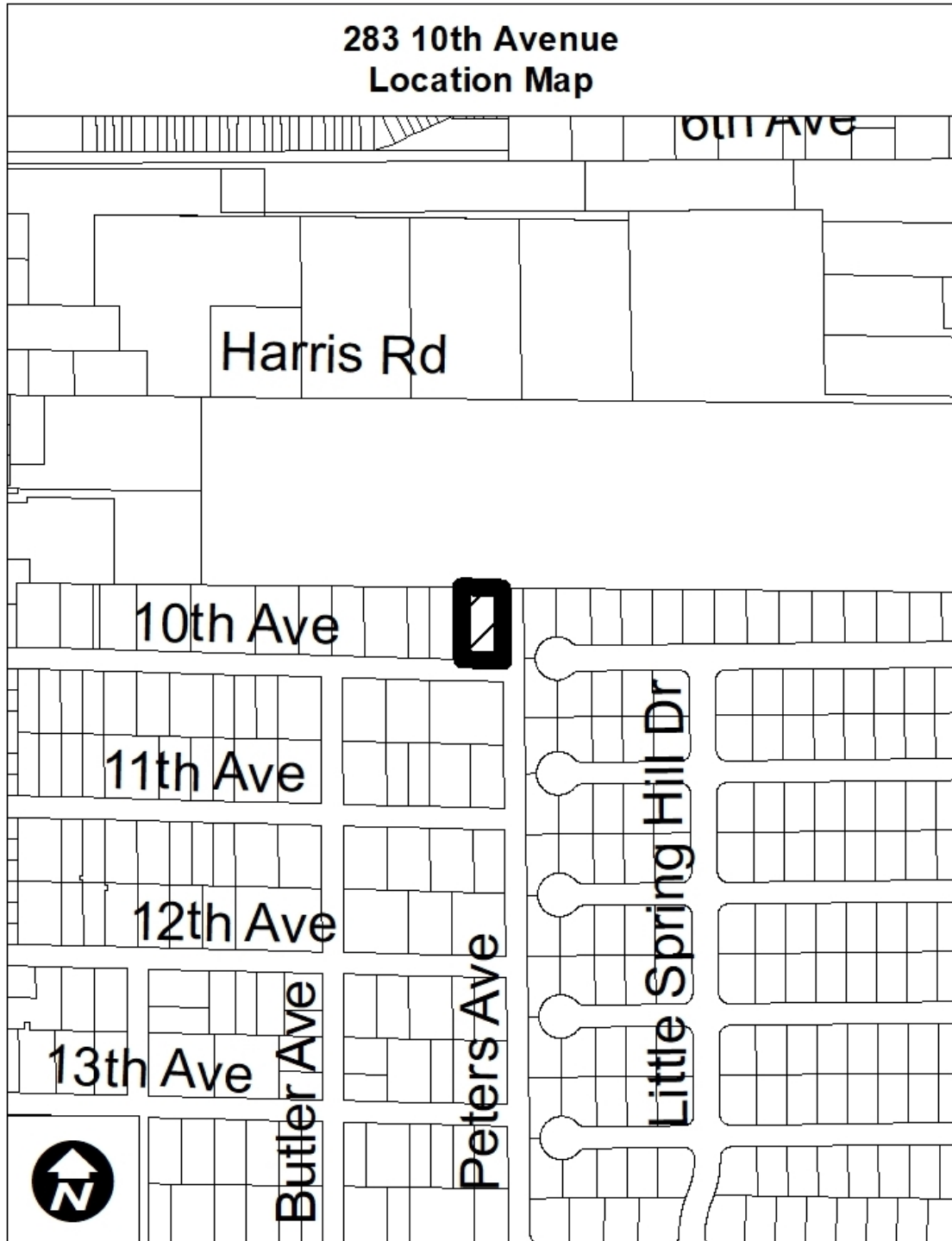
LEGAL DESCRIPTION

PARCEL ID NO.: 08-22-28-5960-22-010

NORTH OCOEE ADDITION NO 2 O/69 LOT 1 & E 25 FT OF LOT 2 BLK 22

EXHIBIT "B"

LOCATION MAP



**ORDINANCE NO. 2025-
(Rezoning Ordinance for 283 10th Avenue
– Cox Property)**

TAX PARCEL ID: 08-22-28-5960-22-010

CASE NO. RZ-25-02-01: 283 10th Avenue – Cox Property Rezoning

AN ORDINANCE OF THE CITY OF OCOEE, FLORIDA, CHANGING THE ZONING CLASSIFICATION FROM ORANGE COUNTY R-2 (RESIDENTIAL DISTRICT) TO CITY OF OCOEE R-1 (SINGLE FAMILY DWELLING DISTRICT) ON CERTAIN REAL PROPERTY CONTAINING APPROXIMATELY 0.36 ACRES LOCATED AT 283 10TH AVENUE ON THE NORTHWEST CORNER OF THE 10TH AVENUE AND PETERS AVENUE INTERSECTION, PURSUANT TO THE APPLICATION SUBMITTED BY THE PROPERTY OWNER; FINDING SUCH ZONING TO BE CONSISTENT WITH THE OCOEE COMPREHENSIVE PLAN; PROVIDING FOR AND AUTHORIZING THE REVISION OF THE OFFICIAL CITY ZONING MAP; PREVAILING IN THE EVENT OF ANY INCONSISTENCY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner (the “Applicant”) of certain real property located within the corporate limits of the City of Ocoee, Florida, as hereinafter described, has submitted an application to the City Commission of the City of Ocoee, Florida (the “Ocoee City Commission”) to rezone said real property (the “Rezoning”); and

WHEREAS, the Applicant seeks to rezone certain real property containing approximately 0.36 acres, more particularly described in Exhibit “A” attached hereto and by this reference made a part hereof, from Orange County R-2 to City of Ocoee R-1; and

WHEREAS, pursuant to Section 5-9(B), Article V of the Land Development Code of the City of Ocoee, Florida (the “Ocoee City Code”), the City Development Services Director has reviewed said Rezoning application and determined that the Rezoning is consistent with the City of Ocoee Comprehensive Plan as set forth in Ordinance No. 91-28, adopted September 18, 1991, as amended (the “Ocoee Comprehensive Plan”); and

WHEREAS, said Rezoning application was scheduled for review and recommendation by the Planning and Zoning Commission of the City of Ocoee, Florida (the “Planning and Zoning Commission”), acting as the Local Planning Agency; and

WHEREAS, on April 8, 2025, the Planning and Zoning Commission held a public hearing and reviewed said Rezoning application for consistency with the Ocoee Comprehensive Plan and determined that the Rezoning is consistent with the Ocoee Comprehensive Plan and is in the best interest of the City, and recommended to the Ocoee City Commission that the zoning classification of said real property be rezoned as requested by the Applicant and that the Ocoee City Commission

find the Rezoning requested by the Applicant to be consistent with the Ocoee Comprehensive Plan; and

WHEREAS, on May 20, 2025, the Ocoee City Commission held a de novo advertised public hearing with respect to the proposed Rezoning of said real property and determined that the Rezoning is consistent with the Ocoee Comprehensive Plan; and

WHEREAS, this Ordinance has been considered by the Ocoee City Commission in accordance with the procedures set forth in Section 166.041(3)(a), Florida Statutes.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF OCOEE, FLORIDA, AS FOLLOWS:

SECTION 1. AUTHORITY. The Ocoee City Commission has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida and Chapters 163 and 166, Florida Statutes.

SECTION 2. REZONING. The zoning classification, as defined in the Ocoee City Code, of the Property described in **Exhibit “A”** containing approximately 0.36 acres located within the corporate limits of the City of Ocoee, Florida, is hereby changed from Orange County R-2 to City of Ocoee R-1. A map of said land herein described, which clearly shows the area of the Rezoning, is attached hereto as **Exhibit “B”** and by this reference is made a part hereof.

SECTION 3. COMPREHENSIVE PLAN. The Ocoee City Commission hereby finds the Rezoning of the land described in this Ordinance to be consistent with the Ocoee Comprehensive Plan.

SECTION 4. ZONING MAP. The City Clerk is hereby authorized and directed to revise the Official Zoning Map of the City of Ocoee in order to incorporate the Rezoning enacted by this Ordinance, and the Mayor and City Clerk are hereby authorized to execute said revised Official Zoning Map in accordance with the provisions of Section 5-1(G) of Article V of the Ocoee City Code.

SECTION 5. CONFLICTING ORDINANCES. This ordinance prevails in the event of any inconsistency with all ordinances or parts of ordinances in conflict herewith.

SECTION 6. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any 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 portion hereto.

SECTION 7. EFFECTIVE DATE. This Ordinance shall become effective ten (10) days after its passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2025.

ATTEST:

**APPROVED:
CITY OF OCOEE, FLORIDA**

Melanie Sibbitt, City Clerk

Rusty Johnson, Mayor

(SEAL)

ADVERTISED _____, 2025.
READ FIRST TIME _____, 2025.
READ SECOND TIME AND ADOPTED
_____, 2025.
UNDER AGENDA ITEM NO. _____

**FOR USE AND RELIANCE ONLY BY THE
CITY OF OCOEE, FLORIDA; APPROVED AS
TO FORM AND LEGALITY**

this _____ day of _____, 2025.

FISHBACK DOMINICK

By: _____
City Attorney

EXHIBIT "A"

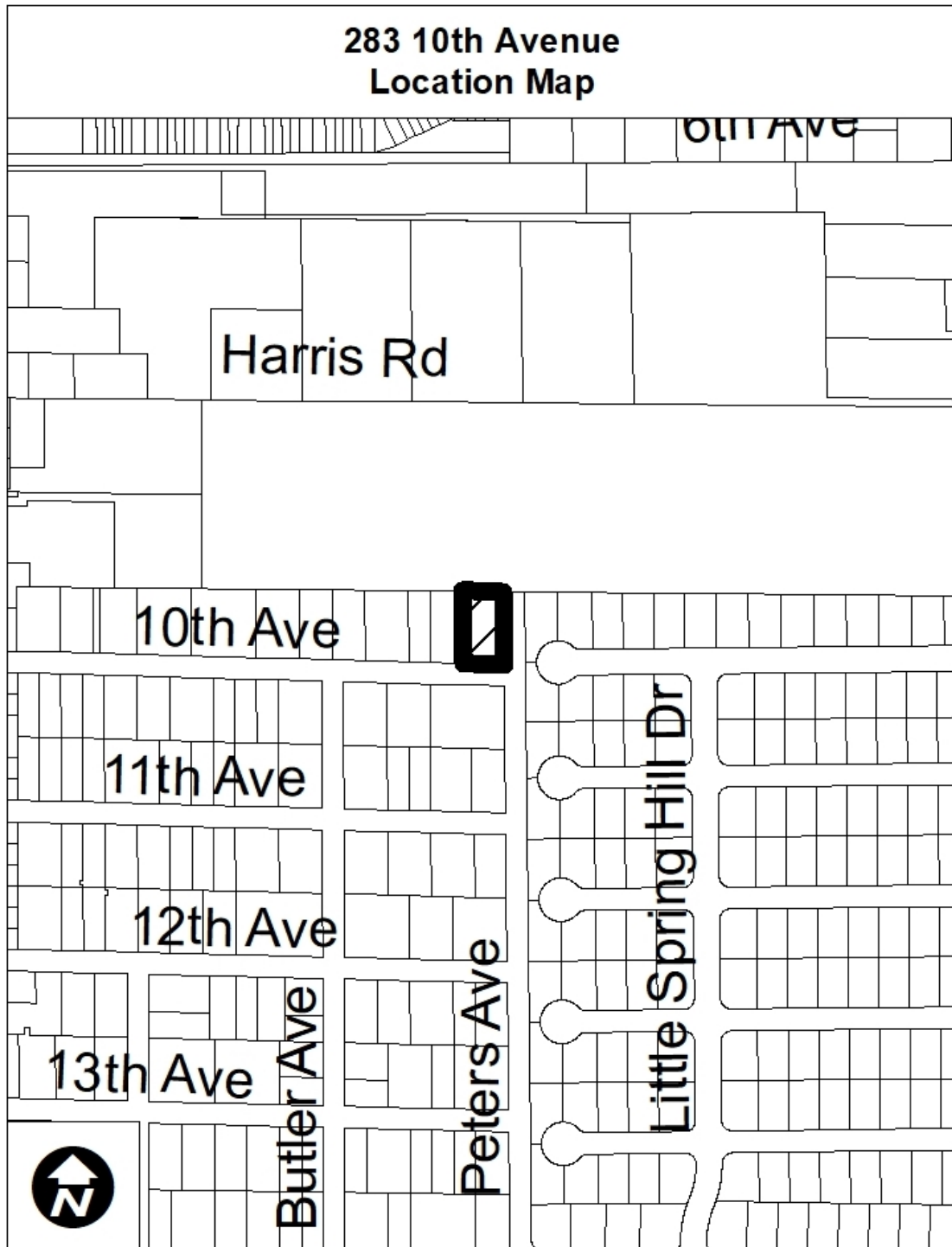
LEGAL DESCRIPTION

PARCEL ID NO.: 08-22-28-5960-22-010

NORTH OCOEE ADDITION NO 2 O/69 LOT 1 & E 25 FT OF LOT 2 BLK 22

EXHIBIT "B"

LOCATION MAP



City of Ocoee
Business Impact Estimate

Proposed ordinance's title/reference:

AN ORDINANCE OF THE CITY OF OCOEE, FLORIDA, ANNEXING AND REZONING INTO THE CORPORATE LIMITS OF THE CITY OF OCOEE, FLORIDA, CERTAIN REAL PROPERTY CONTAINING APPROXIMATELY 0.36 ACRES LOCATED AT 283 10TH AVENUE ON THE NORTHWEST CORNER OF THE 10TH AVENUE AND PETERS AVENUE INTERSECTION AND ASSIGNED PARCEL ID NUMBER 08-22-28-5960-22-010, PURSUANT TO THE APPLICATION SUBMITTED BY THE APPLICANT; FINDING SAID ANNEXATION AND REZONING TO BE CONSISTENT WITH THE FLORIDA STATUTES, THE OCOEE COMPREHENSIVE PLAN, THE OCOEE CITY CODE AND THE JOINT PLANNING AREA AGREEMENT; PROVIDING FOR AND AUTHORIZING THE UPDATE OF OFFICIAL CITY MAPS; PROVIDING DIRECTION TO THE CITY CLERK; PROVIDING FOR SEVERABILITY; PREVAILING IN THE EVENT OF ANY INCONSISTENCY; AND PROVIDING FOR AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

¹ See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

The proposed ordinances will annex and rezone the property located at 283 10th Avenue—the Cox property—into the city from Orange County R-2 (Residential District) to City of Ocoee R-1 (Single-Family Dwelling District). The purpose of the annexation and rezoning is to provide the property with a connection to city water service, which promotes public health by providing access to quality utility services.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Ocoee, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur;

N/A

(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and

N/A

(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

N/A

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

N/A

4. Additional information the governing body deems useful (if any):

The purpose of the annexation and rezoning is so that the property located at 283 10th Avenue—Cox Property—will be within the City of Ocoee in order to connect to city water service and improve the public health of the residents.

West Orange Times c/o Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

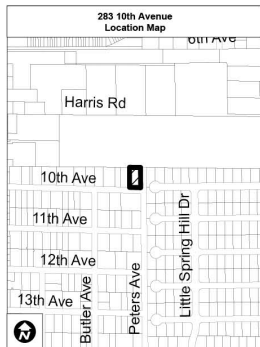
CITY OF OCOEE
NOTICE OF PUBLIC HEARING
283 10TH AVENUE - COX PROPERTY ANNEXATION
CASE NUMBER: AX-02-25-01

NOTICE IS HEREBY GIVEN, pursuant to Article I, Section 1-10A(1), and Article V, Section 5-9 of the City of Ocoee Land Development Code, that on **TUESDAY, MAY 20, 2025, AT 6:15 P.M.** or as soon thereafter as practical, the **OCOEE CITY COMMISSION** will hold a **PUBLIC HEARING** at the City of Ocoee Commission Chambers, 1 North Bluford Avenue, Ocoee, Florida, to consider the Annexation for 283 10th Avenue - Cox Property. The property is assigned Parcel ID # 08-22-28-5960-22-010 and consists of approximately 0.36 acres. The property is located at the northwest corner of the 10th Avenue and Peters Avenue intersection.

If the applicant's request is approved, the annexation would incorporate the property into the City of Ocoee.

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF OCOEE, FLORIDA, ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF OCOEE, FLORIDA, CERTAIN REAL PROPERTY CONTAINING APPROXIMATELY 0.36 ACRES LOCATED AT 283 10TH AVENUE ON THE NORTHWEST CORNER OF THE 10TH AVENUE AND PETERS AVENUE INTERSECTION AND ASSIGNED PARCEL ID NUMBER 08-22-28-5960-22-010, PURSUANT TO THE APPLICATION SUBMITTED BY THE PROPERTY OWNER; FINDING SAID ANNEXATION TO BE CONSISTENT WITH THE OCOEE COMPREHENSIVE PLAN, THE OCOEE CITY CODE AND THE JOINT PLANNING AREA AGREEMENT; PROVIDING FOR AND AUTHORIZING THE UPDATE OF OFFICIAL CITY MAPS; PROVIDING DIRECTION TO THE CITY CLERK; PROVIDING FOR SEVERABILITY; PREVAILING IN THE EVENT OF ANY INCONSISTENCY; AND PROVIDING FOR AN EFFECTIVE DATE.



Interested parties may appear at the public hearing and be heard with respect to the proposed action. The complete case file may be inspected at the Ocoee Development Services Department, located at 1 North Bluford Avenue, Ocoee, Florida, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, except for legal holidays. The City Commission may continue the public hearing to other dates and times as it deems necessary. Any interested party shall be advised that the dates, times, and places of any continuation of these or continued public hearings shall be announced during the hearings and that no further notices regarding these matters will be published. You are advised that any person who desires to appeal any decision made during the public hearings will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. Persons with disabilities needing assistance to participate in any of the proceedings should contact the City Clerk's Office 48 hours in advance of the meeting at (407) 905-3105.

May 8, 15, 2025

25-01247W

Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.

NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.

West Orange Times c/o Business Observer

1970 Main Street
3rd Floor
Sarasota, FL 34236
, 941-906-9386 x322

INVOICE

Legal Advertising

CITY OF OCOEE
NOTICE OF PUBLIC HEARING TO CONSIDER THE
283 10TH AVENUE - COX PROPERTY
REZONING FROM COUNTY R-2 (RESIDENTIAL DISTRICT) TO CITY R-1
(SINGLE-FAMILY DWELLING DISTRICT)
CASE NUMBER: RZ-25-02-01

NOTICE IS HEREBY GIVEN, pursuant to Article I, Sections 1-9 and 1-10, and Article V, Section 5-9, of the City of Ocoee Land Development Code that on **TUESDAY, MAY 20, 2025, AT 6:15 P.M.** or as soon thereafter as practical, the **OCOEE CITY COMMISSION** will hold a **PUBLIC HEARING** at the City of Ocoee Commission Chambers located at 1 North Bluford Avenue, Ocoee, Florida, to consider the Rezoning for the 283 10th Avenue - Cox Property. The property is assigned Parcel ID # 08-22-28-5960-22-010 and consists of approximately 0.36 acres. The property is located at the northwest corner of the 10th Avenue and Peters Avenue intersection.

AN ORDINANCE OF THE CITY OF OCOEE, FLORIDA, CHANGING THE ZONING CLASSIFICATION FROM COUNTY R-2 (RESIDENTIAL DISTRICT) TO CITY R-1 (SINGLE-FAMILY DWELLING DISTRICT) ON CERTAIN REAL PROPERTY CONTAINING APPROXIMATELY 0.36 ACRES LOCATED AT 283 10TH AVENUE AT THE NORTHEAST CORNER OF THE 10TH AVENUE AND PETERS AVENUE INTERSECTION, AND ASSIGNED PARCEL IDENTIFICATION NUMBER 08-22-28-5960-22-010; FINDING SUCH ZONING TO BE CONSISTENT WITH THE OCOEE COMPREHENSIVE PLAN; PROVIDING FOR AND AUTHORIZING THE REVISION OF THE OFFICIAL CITY ZONING MAP; PREVAILING IN THE EVENT OF ANY INCONSISTENCY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Interested parties may appear at the public hearing and be heard with respect to the proposed action. The complete case file may be inspected at the Ocoee Development Services Department, located at 1 North Bluford Avenue, Ocoee, Florida, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, except for legal holidays. The City Commission may continue the public hearing to other dates and times as it deems necessary. Any interested party shall be advised that the dates, times, and places of any continuation of these or continued public hearings shall be announced during the hearings and that no further notices regarding these matters will be published. You are advised that any person who desires to appeal any decision made during the public hearings will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. Persons with disabilities needing assistance to participate in any of the proceedings should contact the City Clerk's Office 48 hours in advance of the meeting at (407) 905-3105.
May 8, 2025 25-01248W

Attention: If you are a government agency and you believe that you qualify for a 15% discount to the second insertion of your notice per F.S. revision 50.061, please inform Kristen Boothroyd directly at 941-906-9386 x323.

NOTICE

The Business Observer makes every effort to ensure that its public notice advertising is accurate and in full compliance with all applicable statutes and ordinances and that its information is correct. Nevertheless, we ask that our advertisers scrutinize published ads carefully and alert us immediately to any errors so that we may correct them as soon as possible. We cannot accept responsibility for mistakes beyond bearing the cost of republishing advertisements that contain errors.



Meeting Date: May 20, 2025
Item #: 5

Contact Name: Brett McFarlane
Contact Number: Ext. 7145

Department Director: Ginger Corless
City Manager: Craig Shadrix

Subject: Approval of Resolution for Partial Vacation of the 5-ft Utility Easements on Lots 1, 12, 13, 24, 25, 36, 37, and 48 of the Magnolia Reserve Townhome Subdivision; Project No. VAC-25-037. (Concurrency & Commitment Coordinator McFarlane)

Background Summary:

The Magnolia Reserve Townhome Subdivision is located in Commission District 1, on the south side of Desert Candle Drive, east of Renaissance Charter School and West Orange Trail, and generally adjacent to the Greens at Forest Lake Townhome Subdivision.

At the builder's request, the abandonment and vacation request is for the vacation of the front 34-foot portions of the 5-foot utility easements located on the side yards of eight (8) corner lots (specifically Lots 1, 12, 13, 24, 25, 36, 37, and 48) of the Magnolia Reserve Townhomes Subdivision. The request is to vacate an approximately 170 square foot area per lot, which equates to a total of 1,360 square feet of easement area for all eight (8) lots. The specific easement areas to be vacated for the 8 corner lots are all located on the external side yards of the properties and are all 5 feet wide and run 34 feet from the front of the property line towards the rear.

The purpose of the partial vacate is to resolve an issue resulting from the construction of walkways and front porch columns for these 8 lots within the 5-foot utility easement area. For purposes of clarity and accuracy, the full legal descriptions and sketches for the easement areas to be vacated within all 8 lots have been included as exhibits to the proposed Resolution. However, to summarize, Figure 1 shows an example where walkway and part of the townhouse structure encroach into the easement. Staff notes that these easements are not shown on the stamped final subdivision plans (approved October 2023) but are shown on the recorded plat (approved May 2024). Figure 2 depicts the locations (not-to-scale) where the partial vacates for the 8 lots are requested.

As part of the review process, staff sent letters to the standard list of utility providers for their determination of whether they had any concerns and would release their interests in the utility easements. Following receipt of no concerns or objections from the applicable utility providers, staff supports the applicants request for the partial easement vacations on these 8 listed corner lots and has advanced the vacation request to the City Commission for consideration and approval.

Figure 1: Example (Lot 1) where walkways and porch columns (highlighted in yellow, NTS) are within 5-ft Utility Easement Area (circled in red)

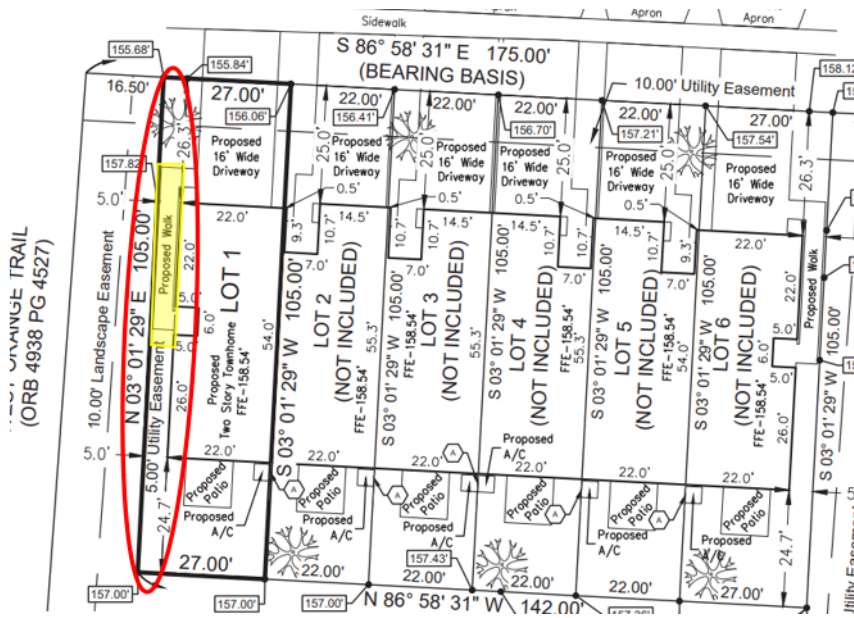


Figure 2: Locations of the Eight Partial Easement Vacations (NTS)



Issue:

Should the Honorable Mayor and City Commissioners adopt a proposed Resolution to abandon and vacate

City of Ocoee ▪ 1 N. Bluford Avenue ▪ Ocoee, Florida 34761

Phone: (407) 905-3100 ▪ www.ocoe.org

the front 34 feet of the 5-foot utility easements for lots 1, 12, 13, 24, 25, 36, 37, and 48 of the Magnolia Reserve Townhomes Subdivision?

Recommendations:

Staff recommends that the Honorable Mayor and City Commissioners adopt the proposed Resolution to abandon and vacate the front 34 feet of the 5-foot utility easements for lots 1, 12, 13, 24, 25, 36, 37, and 48 of the Magnolia Reserve Townhomes Subdivision.

Attachments:

1. Location Map
2. Aerial Map
3. Application
4. Duke Response Letter
5. Orange County Public Works Response Letter
6. Lake Apopka Natural Gas Response Letter
7. Charter Spectrum Response Letter
8. Resolution
9. Advertisement

Financial Impacts:

N/A

Type of Item: Public Hearing

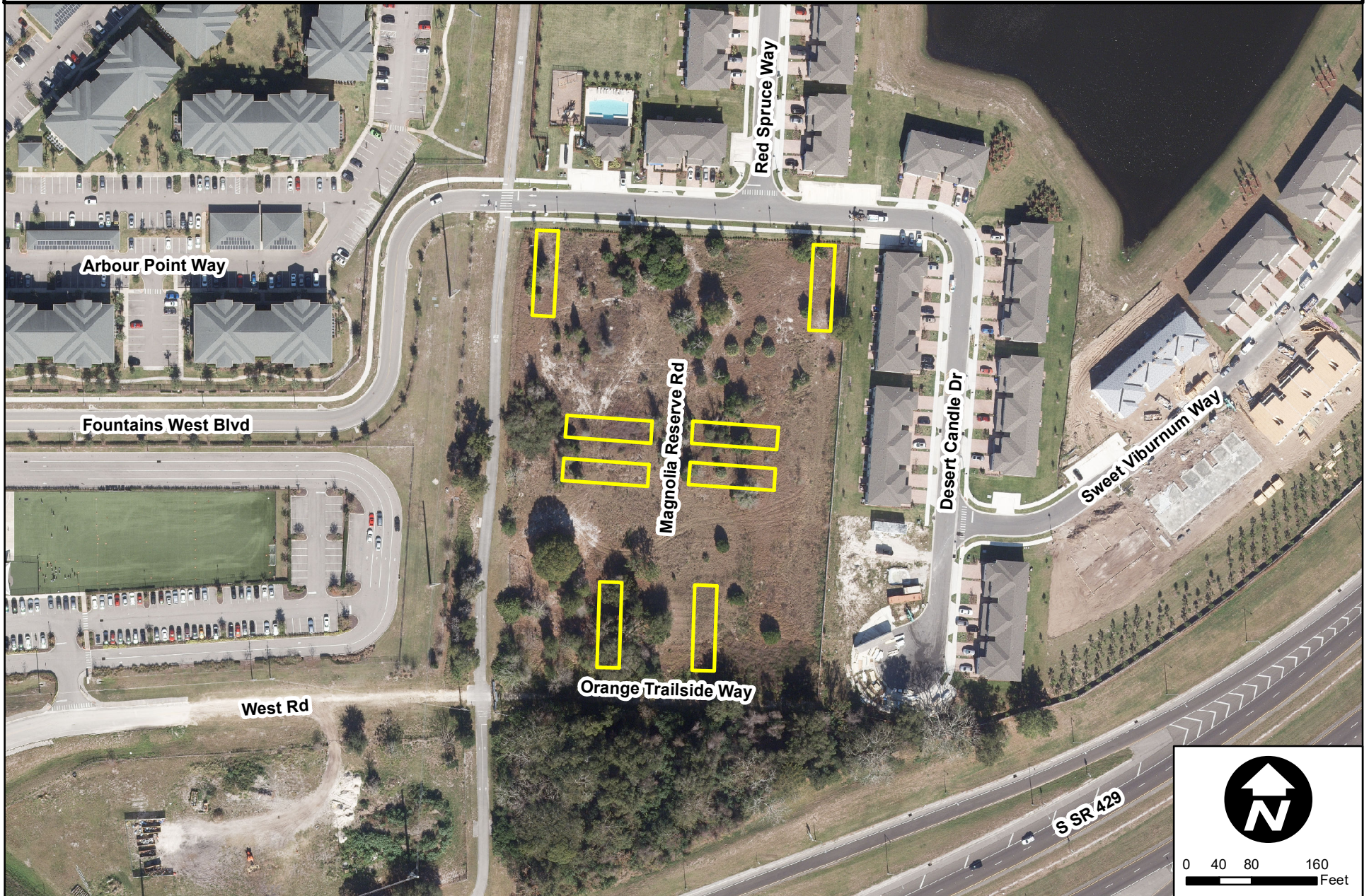
**Magnolia Reserve Townhomes Subdivision
Partial Utility Easement Vacation
Location Map**

Desert Candle Dr

S SR 429 N SR 429



Magnolia Reserve Townhomes Subdivision Partial Utility Easement Vacation 2025 Aerial Photography





**ABANDONMENT AND VACATION OF STREETS
AND EASEMENTS APPLICATION**

Development Services – Planning Division
1 N. Bluford Avenue | Ocoee, FL 34761
Phone: 407.905.3157

Received Date – Office Use Only

FEE: \$500.00

Applicant Name: AARON MATSON - MAGNOLIA RESERVE PROJECT I, LLC

Applicant Address: 3601 RIGBY ROAD, SUITE 300, MIAMISBURG, OH 45342

Phone Number: 407-928-2615

Email Address: LIA.VILLAR@DDCMGMT.COM

Description of Property to be vacated/abandoned: (Attach legal description and map.)

Plat Book/Page Number: 115/93-94

Reason for request to vacate/abandon: PARTIALLY VACATE 5' UTILITY EASEMENTS
LOCATED ON LOTS 1, 12, 13, 24, 25, 36, 37AND 48

Applicant Signature(s): 

The names/addresses of the abutting property owners within 300 feet and the notification of the affected utility companies are now the responsibility of the City, not the applicant. The application, however, cannot be processed until letters are received from all the affected utility companies.

Note: Subsections 153-10 A. (5) & (7) of the City Code are effectively deleted with this change in procedure.

Apr. 22, 2025

Via email: lja.villar@ddcmgmt.com

Ms. Lia Villar
Preconstruction Manager
DDC Management, LLC.
1000 Legion Place
Suite 800
Orlando Florida 32801

**RE: Vacation of Platted Easements
Magnolia Reserve Townhomes, Ocoee
Orange County, Florida**

Dear Ms. Villar:

Please be advised that Duke Energy has **“no objection”** to the vacation and abandonment of eight (8) platted utility easements in the Magnolia Reserve Townhomes as recorded in Plat Book 115, Page 94, of the Public Records of Orange County, Florida, being more particularly described on the accompanying eight (8) Sketch And Descriptions drawn by CESO Inc. dated February 10, 2025, Project # 765953-01, attached hereto and by this reference made a part hereof.

If I can be of further assistance, please do not hesitate to contact me.

Sincerely,

Irma Cuadra

Irma Cuadra
Senior Research Specialist

Attachments



Mayor
Rusty Johnson

City Manager
Craig Shadrix

Commissioners
Scott R. Kennedy, District 1
Rosemary Wilsen, District 2
Richard Firstner, District 3
George Oliver, III, District 4

To:	Jeremy Jenkins, AT&T
	Thai Braschi, Centurylink
	P.J. King, Brighthouse Networks
	Domingo Colon, Lake Apopka Natural Gas
	Irma Cuadra, Duke Energy – Distribution & Todd Boyer - Transmission
	George Shupp, Orange County Public Works
	Jen Bolling, City of Ocoee
Date:	
Subject:	Vacation & Abandonment of Right-of-Way or Easement Sketch and Legal Attached
Project Name:	Magnolia Reserve Vacate

To Whom It May Concern:

The City of Ocoee received an application for vacation/abandonment for the above referenced property and requests your input during the application process. Your company or local government may be involved or concerned with vacation/abandonment. Before the City proceeds with this application, we would appreciate your review and comments.

Please answer the following questions, and provide any additional necessary comments.

☒

This vacation request DOES / DOES NOT fall under this agency's jurisdiction.

☐

Our utility or government (OBJECTS / DOES NOT OBJECT) to this vacation/abandonment.

Comments (if any):	

Signature:	<i>George Shupp</i>
Print Name:	George Shupp
Utility or Gov't. Name:	Orange County Public Works
Date:	4/3/25

Please return this form via E-Mail to:
Margie Householder, Development Review Coordinator
Department-Planning Division

(407) 554-7085
E-Mail: mhouseholder@occoee.org



Mayor
Rusty Johnson

City Manager
Craig Shadrix

Commissioners
Scott R. Kennedy, District 1
Rosemary Wilsen, District 2
Richard Firstner, District 3
George Oliver, III, District 4

To:	Jeremy Jenkins, AT&T
	Thai Braschi, Centurylink
	P.J. King, Brighthouse Networks
	Domingo Colon, Lake Apopka Natural Gas
	Irma Cuadra, Duke Energy – Distribution & Todd Boyer - Transmission
	George Shupp, Orange County Public Works
	Jen Bolling, City of Ocoee
Date:	
Subject:	Vacation & Abandonment of Right-of-Way or Easement Sketch and Legal Attached
Project Name:	Magnolia Reserve Vacate

To Whom It May Concern:

The City of Ocoee received an application for vacation/abandonment for the above referenced property and requests your input during the application process. Your company or local government may be involved or concerned with vacation/abandonment. Before the City proceeds with this application, we would appreciate your review and comments.

Please answer the following questions, and provide any additional necessary comments.

☒	This vacation request <u>DOES</u> / DOES NOT) fall under this agency's jurisdiction.
☒	Our utility or government (OBJECTS / <u>DOES NOT OBJECT</u>) to this vacation/abandonment.

Comments (if any):	No Facilities within limits of requests

Signature:	<i>Domingo Colon</i>
Print Name:	Domingo Colon
Utility or Gov't. Name:	Lake Apopka Natural Gas District
Date:	4/1/2025

Please return this form via E-Mail to:
Margie Householder, Development Review Coordinator
Department-Planning Division

(407) 554-7085
E-Mail: mhouseholder@occoee.org



Mayor
Rusty Johnson

City Manager
Craig Shadrix

Commissioners
Scott R. Kennedy, District 1
Rosemary Wilsen, District 2
Richard Firstner, District 3
George Oliver, III, District 4

To:	Jeremy Jenkins, AT&T
	Thai Braschi, Centurylink
	P.J. King, Brighthouse Networks
	Domingo Colon, Lake Apopka Natural Gas
	Irma Cuadra, Duke Energy – Distribution & Todd Boyer - Transmission
	George Shupp, Orange County Public Works
	Jen Bolling, City of Ocoee
Date:	
Subject:	Vacation & Abandonment of Right-of-Way or Easement Sketch and Legal Attached
Project Name:	Magnolia Reserve Vacate

To Whom It May Concern:

The City of Ocoee received an application for vacation/abandonment for the above referenced property and requests your input during the application process. Your company or local government may be involved or concerned with vacation/abandonment. Before the City proceeds with this application, we would appreciate your review and comments.

Please answer the following questions, and provide any additional necessary comments.

☒	This vacation request DOES / DOES NOT) fall under this agency's jurisdiction.
☐	Our utility or government (OBJECTS / DOES NOT OBJECT) to this vacation/abandonment.

Comments (if any):	Spectrum has no objection to the vacate of easement as shown in attached documents

Signature:	
Print Name:	Tracey Domostoy Construction Supervisor
Utility or Gov't. Name:	Charter/ Spectrum
Date:	4/28/25

Please return this form via E-Mail to:
Margie Householder, Development Review Coordinator
Department-Planning Division

(407) 554-7085
E-Mail: mhouseholder@occoee.org

RESOLUTION NO. 2025-_____

A RESOLUTION OF THE CITY OF OCOEE, FLORIDA, ABANDONING AND VACATING THE FRONT 34 FT OF THE 5-FT UTILITY EASEMENTS ON LOTS 1, 12, 13, 24, 25, 36, 37, AND 48 OF THE MAGNOLIA RESERVE TOWNHOMES SUBDIVISION AS SHOWN IN THE PLAT OF THE MAGNOLIA RESERVE TOWNHOMES OF OCOEE, AS RECORDED IN PLAT BOOK 115 , PAGE 93 AND PAGE 94, OF THE PUBLIC RECORDS OF ORANGE COUNTY, FLORIDA. PROVIDING FOR RECORDATION; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Ocoee desires to abandon and vacate the front 34 ft of the 5-ft utility easements on lots 1, 12, 13, 24, 25, 36, 37, and 48 of the Magnolia Reserve Townhomes Subdivision; and a sketch and legal description of such to be abandoned and vacated is attached hereto as **Exhibits “A” through “H”** and by this reference made a part hereof (the “Easements”); and

WHEREAS, the applicant has complied with the provisions of Section 153-10 of the Code of Ordinances of the City of Ocoee regarding the provision of certain information in connection with the application; and

WHEREAS, pursuant to Section 153-13(D)(1) of the Code of Ordinances of the City of Ocoee, a Notice of Public Hearing before the City Commission was provided by regular mail to owners of real property abutting the Easements and all owners of the property within three hundred (300) feet in all directions of the Easements; and

WHEREAS, pursuant to Section 153-13(D)(2) of the Code of Ordinances of the City of Ocoee, a Notice of Public Hearing was published one (1) time in a newspaper of general circulation in the City of Ocoee; and

WHEREAS, pursuant to Section 153-(D)(3) of the Code of the City of Ocoee, a sign setting forth notice of the public hearing before the City Commission was posted upon the Easements; and

WHEREAS, the City Commission of the City of Ocoee finds that said application and supporting documents are in accordance with the requirements of Article II of Chapter 153 of the Code of Ordinances of the City of Ocoee and that the requested action is consistent with the City of Ocoee Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF OCOEE, FLORIDA, AS FOLLOWS:

SECTION 1. Authority. The City Commission of the City of Ocoee has the authority to adopt this Resolution pursuant to Article VIII of the Constitution of the State of Florida and Chapter 166, Florida Statutes, and Article II of Chapter 153 of the Code of Ordinances of the City of Ocoee.

SECTION 2. Abandonment and Vacation of the Easements. The City Commission of the City of Ocoee, Florida, hereby abandons, vacates and renounces any rights in and to the portion of Easements.

SECTION 3. Recordation. A certified copy of this Resolution shall be filed with the Orange County Comptroller and duly recorded among the Public Records of Orange County, Florida.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase or portion of this Resolution is for any reason held invalid or unconstitutional by any 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 portion hereto.

SECTION 5. **Effective Date.** This Resolution shall become effective upon passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2025.

[SIGNATURES TO FOLLOW]

ATTEST:

Melanie Sibbitt, City Clerk

(SEAL)

APPROVED:

CITY OF OCOEE, FLORIDA

Rusty Johnson, Mayor

ADVERTISED _____, 2025
READ FIRST TIME AND ADOPTED
_____, 2025
UNDER AGENDA ITEM NO. _____.

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA;
APPROVED AS TO FORM AND
LEGALITY this ____ day of
_____, 2025.

FISHBACK DOMINICK

By: _____
Richard Geller, City Attorney

EXHIBIT “A”
(Lot 1 Partial Easement)

LOT 1

SURVEYOR'S NOTES:

1. This is a Sketch of Description, as defined in chapter 5J-17.052(6)(a)-(b) of the Florida Administrative Code. The purpose of this sketch is to depict the visual representation of a portion of the lands described in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida.
2. Instruments of record reflecting easements, encumbrances, rights-of-way, and/or ownership were not furnished to this surveyor, except as shown. Lands shown hereon were not abstracted for rights-of-way, easements, ownership or other deeds of record.
3. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
4. Bearings shown hereon are based upon West line of Lot 1, as recorded in Plat book 115, Pages 93 through 94, of the Public Records of Orange County, Florida. (Basis of Bearings: N 03°01'29" E)
5. This sketch and description is intended to be issued as a 3 sheet set. All sheets are invalid without the remainder of the set.
6. **THIS IS NOT A BOUNDARY SURVEY.**

ABBREVIATIONS:

POB = Point of Beginning

POC = Point of Commencement

PB = Plat Book

PG = Page

ORB = Official Records Book

Surveyor's Certificate:

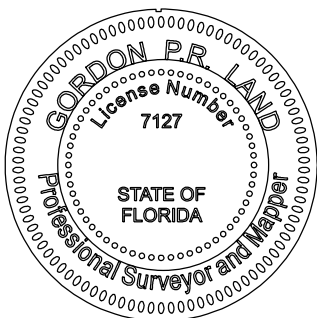
I hereby certify that this legal description and sketch of description of the described property, is true and correct to the best of my knowledge and belief, and they conform with the standards of practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. The seal appearing on this document was authorized by Gordon P. R. Land P.S.M. 7127 on 02-10-2025.

02-10-2025

Date signed

Gordon P.R. Land, PSM

Professional Surveyor & Mapper
Florida License Number LS7127



Drawing Title:

**SKETCH AND
DESCRIPTION**

1 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

© 2025 CESO, INC.



LOT 1

5.00' UTILITY EASEMENT

A portion of Lot 1 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

COMMENCING at the northwest corner of Lot 1 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida; thence along the west line of said Lot 1, South 03°01'29" West, a distance of 10.00 feet to the **POINT OF BEGINNING** of the parcel herein described; thence departing said west line, South 86°58'31" East, a distance of 5.00 feet to a point on the east line of a 5.00' Utility Easement, as depicted on the aforementioned Plat of Magnolia Reserve Townhomes; thence along said east line, South 03°01'29" West, a distance of 34.00 feet; thence departing said east line, North 86°58'31" West, a distance of 5.00 feet to a point on the west line of the aforementioned Lot 1; thence along said west line, North 03°01'29" East, a distance of 34.00 feet to the **POINT OF BEGINNING**.
Containing 170 square feet or 0.004 acres, more or less.

Drawing Title:
**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

2 of 3

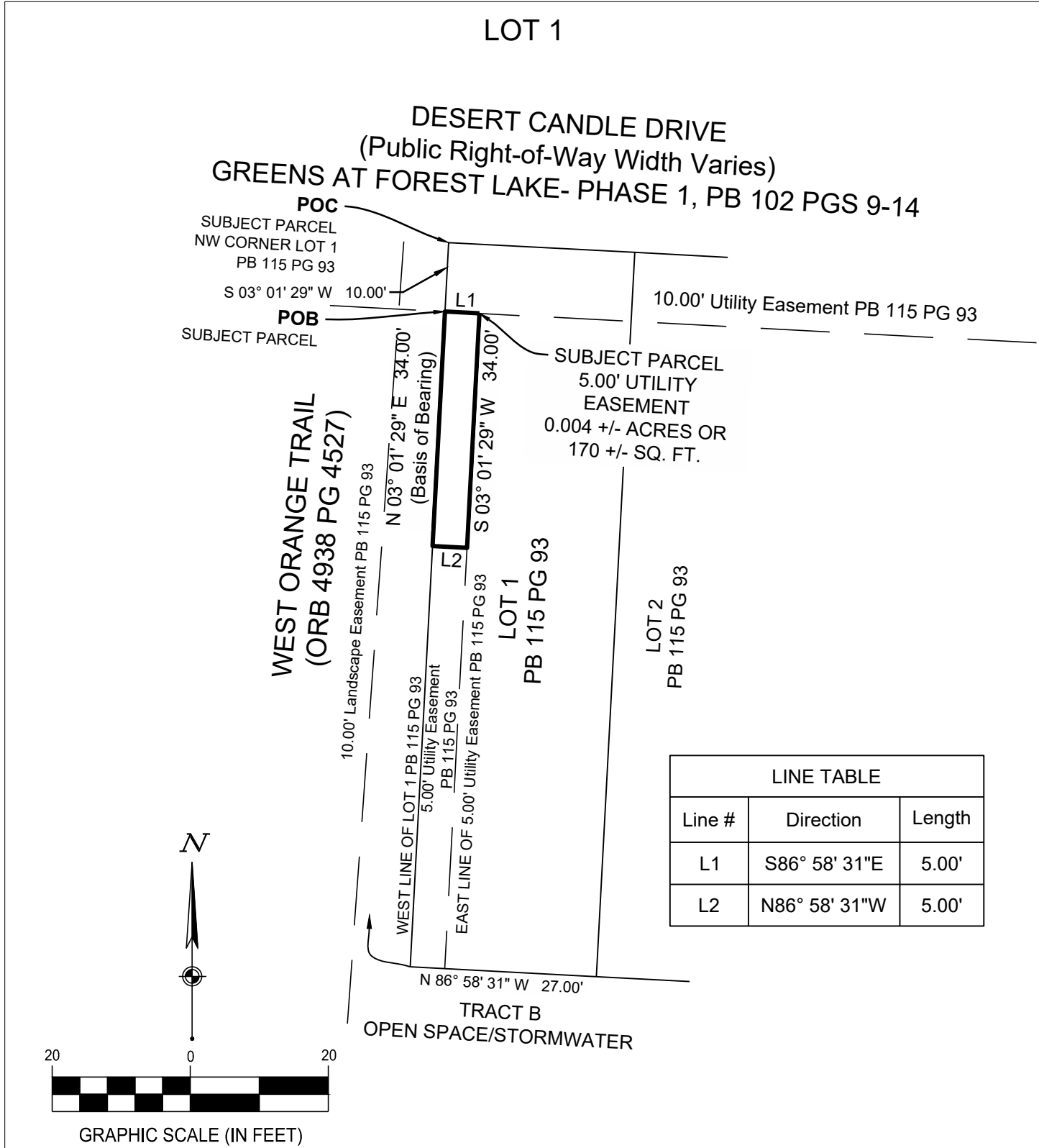
DDCM

Project Number:	765953-01
Scale:	1"=20'
Drawn By:	DRL, JMCV
Checked By:	GPRL
Date:	February 10, 2025
Issue:	

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.
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Drawing Title:
**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

DDCM

Project Number: 765953-01
Scale: 1"=20'
Drawn By: DRL, JMCV
Checked By: GPRL
Date: February 10, 2025
Issue:

3 of 3

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**
A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.
© 2025 CESO, INC.



EXHIBIT “B”
(Lot 12 Partial Easement)

LOT 12

SURVEYOR'S NOTES:

1. This is a Sketch of Description, as defined in chapter 5J-17.052(6)(a)-(b) of the Florida Administrative Code. The purpose of this sketch is to depict the visual representation of a portion of the lands described in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida.
2. Instruments of record reflecting easements, encumbrances, rights-of-way, and/or ownership were not furnished to this surveyor, except as shown. Lands shown hereon were not abstracted for rights-of-way, easements, ownership or other deeds of record.
3. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
4. Bearings shown hereon are based upon the South Line of Lot 12, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida. (Basis of Bearings: N 85°51'54" W)
5. This sketch and description is intended to be issued as a 3 sheet set. All sheets are invalid without the remainder of the set.
6. **THIS IS NOT A BOUNDARY SURVEY.**

ABBREVIATIONS:

POB = Point of Beginning

POC = Point of Commencement

PB = Plat Book

PG = Page

ORB = Official Records Book

Surveyor's Certificate:

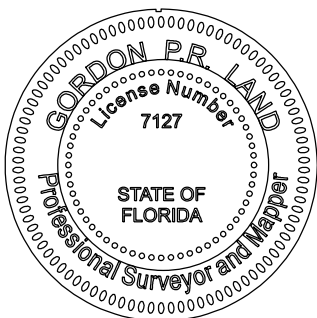
I hereby certify that this legal description and sketch of description of the described property, is true and correct to the best of my knowledge and belief, and they conform with the standards of practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. The seal appearing on this document was authorized by Gordon P. R. Land P.S.M. 7127 on 02-10-2025.

02-10-2025

Date signed

Gordon P.R. Land, PSM

Professional Surveyor & Mapper
Florida License Number LS7127



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

1 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

© 2025 CESO, INC.



LOT 12

5.00' UTILITY EASEMENT

A portion of Lot 12 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

COMMENCING at the southeast corner of Lot 12 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida; thence along the south line of said Lot 12, North 85°51'54" West, a distance of 10.00 feet to the **POINT OF BEGINNING** of the parcel herein described; thence continue along said south line, North 85°51'54" West, a distance of 34.00 feet; thence departing said south line, North 04°08'06" East, a distance of 5.00 feet to a point on the north line of a 5.00' Utility Easement, as depicted on the aforementioned Plat of Magnolia Reserve Townhomes; thence along said north line, South 85°51'54" East, a distance of 34.00 feet; thence departing said north line, South 04°08'06" West, a distance of 5.00 feet to the **POINT OF BEGINNING**.

Containing 170 square feet or 0.004 acres, more or less.

Drawing Title:

SKETCH AND DESCRIPTION
UTILITY EASEMENT

2 of 3

DDCM

Project Number:765953-01

Scale:1"=20'

Drawn By:DRL, JMCV

Checked By:GPRL

Date:February 10, 2025

Issue:

SKETCH AND DESCRIPTION
UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

© 2025 CESO, INC.

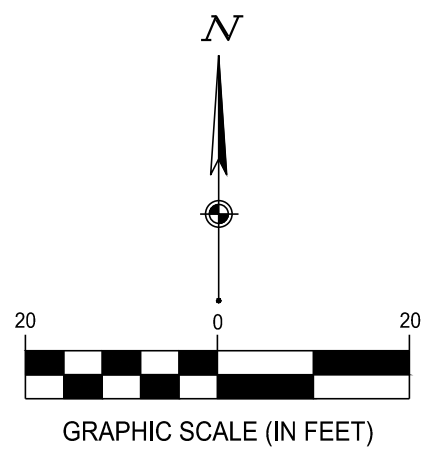
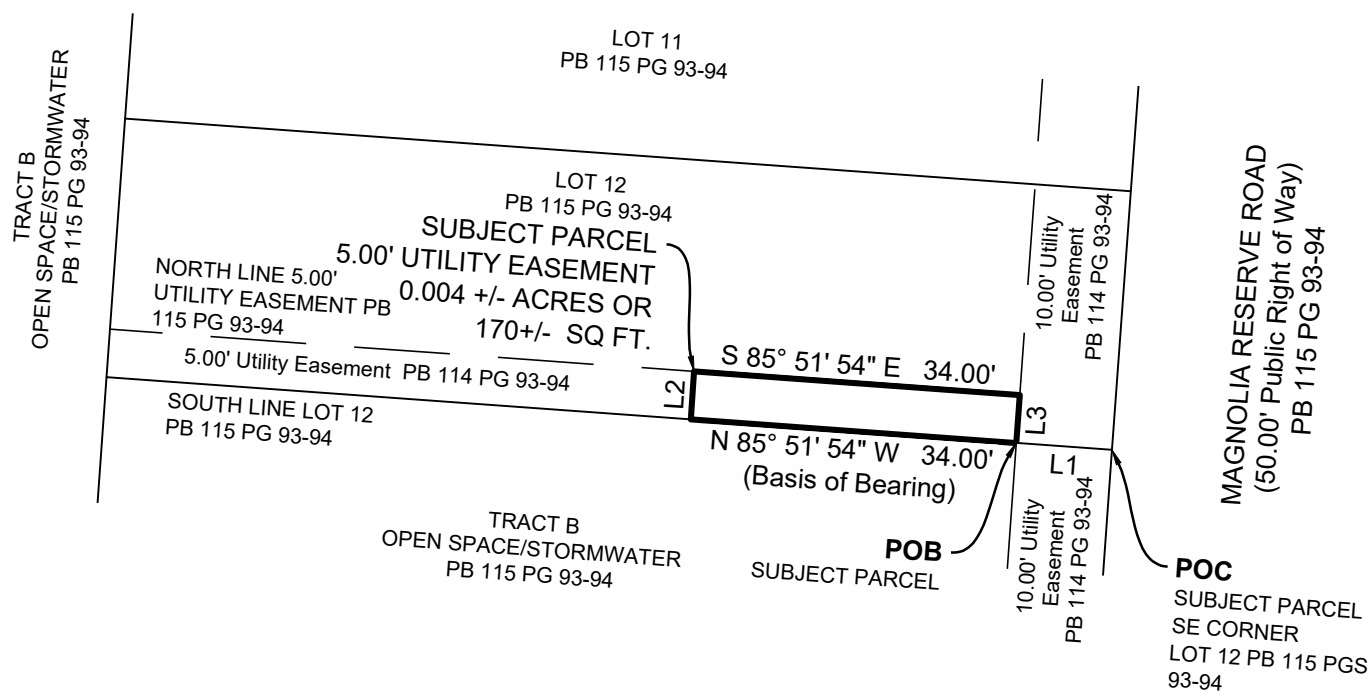


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Page 241 of 407

LOT 12



LINE TABLE		
Line #	Direction	Length
L1	N85° 51' 54"W	10.00'
L2	N04° 08' 06"E	5.00'
L3	S04° 08' 06"W	5.00'

Drawing Title:

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

3 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

© 2025 CESO, INC.



Exhibit "C"
(Lot 13 Partial Easement)

LOT 13

SURVEYOR'S NOTES:

1. This is a Sketch of Description, as defined in chapter 5J-17.052(6)(a)-(b) of the Florida Administrative Code. The purpose of this sketch is to depict the visual representation of a portion of the lands described in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida.
2. Instruments of record reflecting easements, encumbrances, rights-of-way, and/or ownership were not furnished to this surveyor, except as shown. Lands shown hereon were not abstracted for rights-of-way, easements, ownership or other deeds of record.
3. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
4. Bearings shown hereon are based upon North Line of Lot 13, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida. (Basis of Bearings: S 85°51'54" E)
5. This sketch and description is intended to be issued as a 3 sheet set. All sheets are invalid without the remainder of the set.
6. **THIS IS NOT A BOUNDARY SURVEY.**

ABBREVIATIONS:

POB = Point of Beginning

POC = Point of Commencement

PB = Plat Book

PG = Page

ORB = Official Records Book

Surveyor's Certificate:

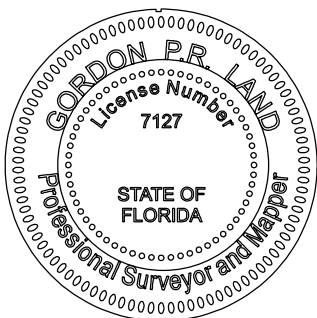
I hereby certify that this legal description and sketch of description of the described property, is true and correct to the best of my knowledge and belief, and they conform with the standards of practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. The seal appearing on this document was authorized by Gordon P. R. Land P.S.M. 7127 on 02-10-2025.

02-10-2025

Date signed

Gordon P.R. Land, PSM

Professional Surveyor & Mapper
Florida License Number LS7127



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

1 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE
28 EAST, ORANGE COUNTY, FLORIDA.

© 2025 CESO, INC.



LOT 13

5.00' UTILITY EASEMENT

A portion of Lot 13 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

COMMENCING at the northeast corner of Lot 13 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida; thence along the north line of said Lot 13, North 85°51'54" West, a distance of 10.00 feet to the **POINT OF BEGINNING** of the parcel herein described; thence departing said north line, South 04°08'06" West, a distance of 5.00 feet to a point on the south line of a 5.00' Utility Easement, as depicted on the aforementioned Plat of Magnolia Reserve Townhomes; thence along said south line, North 85°51'54" West, a distance of 34.00 feet; thence departing said south line, North 04°08'06" East, a distance of 5.00 feet to a point on the north line of the aforementioned Lot 13; thence along said north line, South 85°51'54" East, a distance of 34.00 feet to the **POINT OF BEGINNING**.
Containing 170 square feet or 0.004 acres, more or less.

Drawing Title:

SKETCH AND DESCRIPTION UTILITY EASEMENT

2 of 3

DDCM

Project Number:	765953-01
Scale:	1"=20'
Drawn By:	DRL, JMCV
Checked By:	GPRL
Date:	February 10, 2025
Issue:	

SKETCH AND DESCRIPTION UTILITY EASEMENT

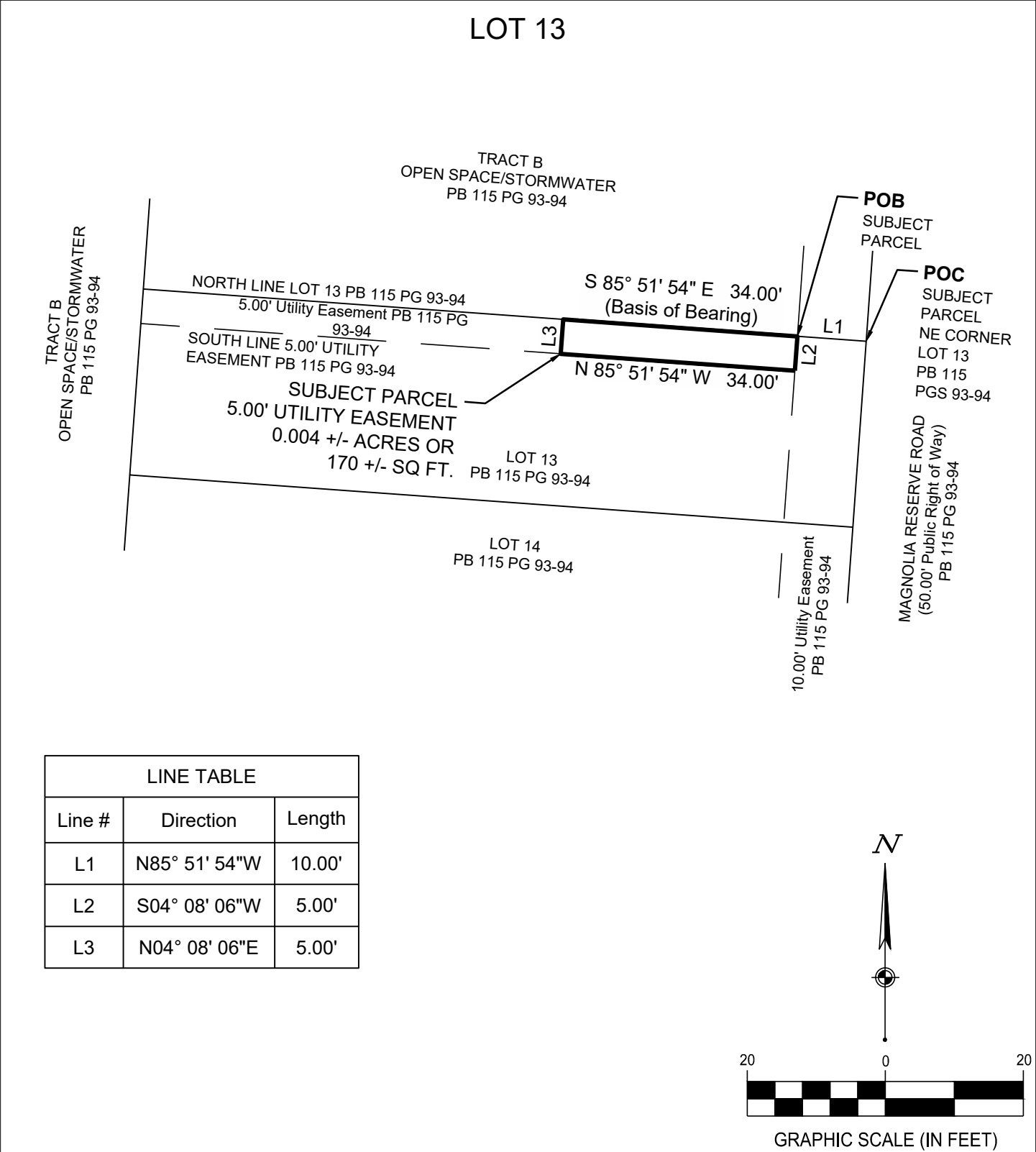
A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

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Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

3 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE
28 EAST, ORANGE COUNTY, FLORIDA.

© 2025 CESO, INC.

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Exhibit “D”
(Lot 24 Partial Easement)

LOT 24

SURVEYOR'S NOTES:

1. This is a Sketch of Description, as defined in chapter 5J-17.052(6)(a)-(b) of the Florida Administrative Code. The purpose of this sketch is to depict the visual representation of a portion of the lands described in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida.
2. Instruments of record reflecting easements, encumbrances, rights-of-way, and/or ownership were not furnished to this surveyor, except as shown. Lands shown hereon were not abstracted for rights-of-way, easements, ownership or other deeds of record.
3. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
4. Bearings shown hereon are based upon East line of Lot 24 as recorded in Plat Book 115 Page 93 of the Official Records of Orange County, Florida. (Basis of Bearings: S 01°51'42" W)
5. This sketch and description is intended to be issued as a 3 sheet set. All sheets are invalid without the remainder of the set.
6. **THIS IS NOT A BOUNDARY SURVEY.**

ABBREVIATIONS:

POB = Point of Beginning

POC = Point of Commencement

PB = Plat Book

PG = Page

ORB = Official Records Book

N.R. = Non Radial

Surveyor's Certificate:

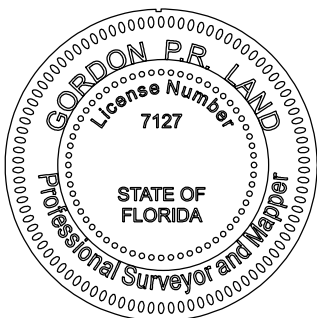
I hereby certify that this legal description and sketch of description of the described property, is true and correct to the best of my knowledge and belief, and they conform with the standards of practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. The seal appearing on this document was authorized by Gordon P. R. Land P.S.M. 7127 on 02-10-2025.

02-10-2025

Date signed

Gordon P.R. Land, PSM

Professional Surveyor & Mapper
Florida License Number LS7127



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

1 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

© 2025 CESO, INC.



LOT 24

5.00' UTILITY EASEMENT

A portion of Lot 24 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

COMMENCING at the northeast corner of Lot 24 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida; thence along the east line of said Lot 24, South 01°52'42" West, a distance of 61.00 feet to the **POINT OF BEGINNING** of the parcel herein described; thence continue along said east line, South 01°52'42" West, a distance of 33.08 feet to the point of curve of a non-tangent curve to the right having a radius of 15.00 feet, a central angle of 19°30'45", a chord bearing of South 81°27'53" West, and a chord distance of 5.08 feet; thence departing said east line, southwest along said arc a distance of 5.11 feet to a point on the west line of a 5.00' Utility Easement, as depicted on the aforementioned Plat of Magnolia Reserve Townhomes; thence along said west line, North 01°52'42" East, a distance of 34.00 feet; thence departing said west line, South 88°07'18" East, a distance of 5.00 feet to the **POINT OF BEGINNING**.

Containing 168 square feet or 0.004 acres, more or less.

Drawing Title:
**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

2 of 3

DDCM

Project Number:	765953-01
Scale:	1"=20'
Drawn By:	DRL, JMCV
Checked By:	GPRL
Date:	February 10, 2025
Issue:	

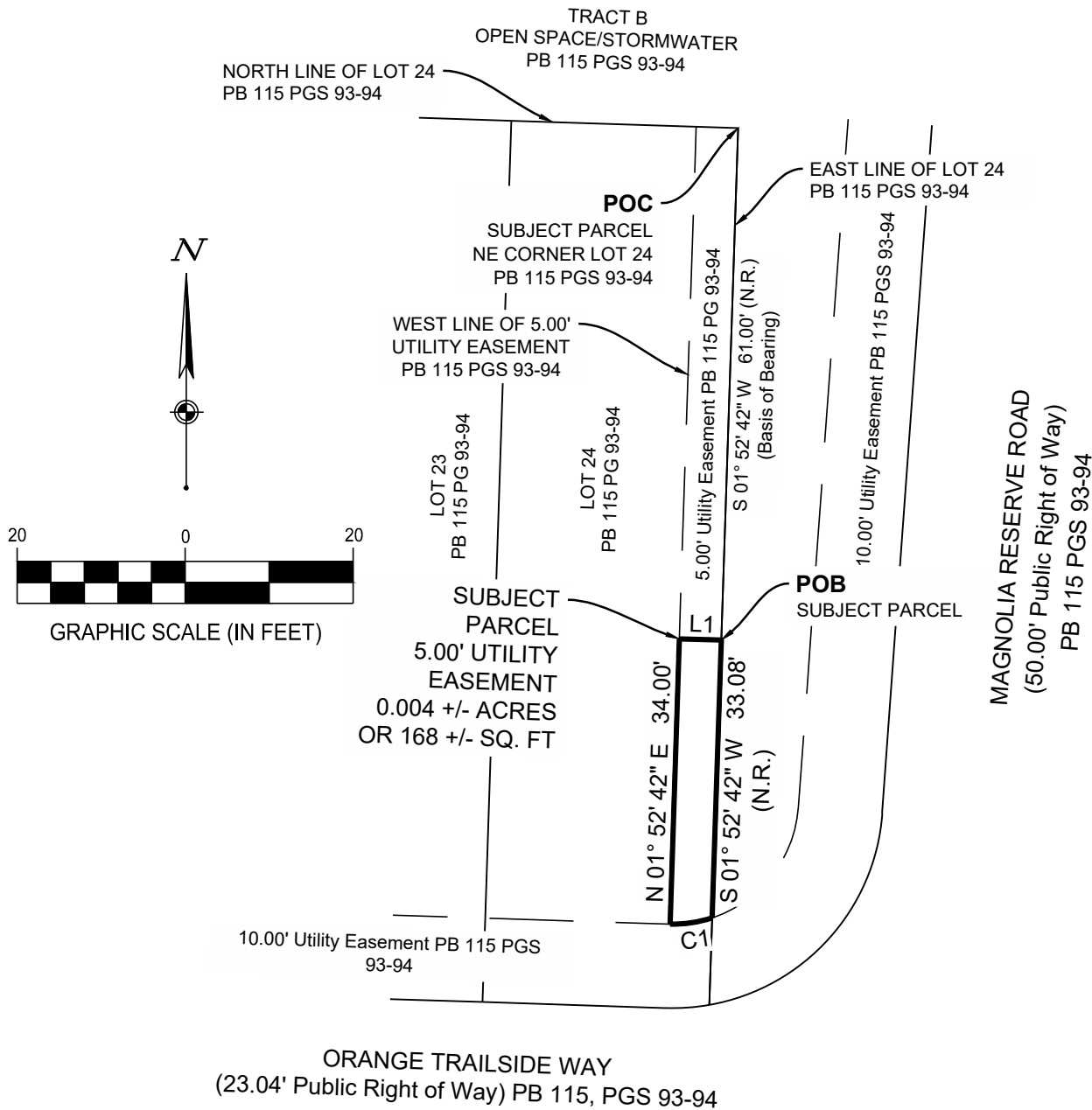
**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.
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LINE TABLE		
Line #	Direction	Length
L1	S88° 07' 18"E	5.00'

CURVE TABLE				
Curve	Delta	Radius	Arc Length	Chord
C1	19° 30' 45"	15.00'	5.11'	S81° 27' 53"W, 5.08'



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

3 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE
28 EAST, ORANGE COUNTY, FLORIDA.

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Exhibit “E”
(Lot 25 Partial Easement)

LOT 25

SURVEYOR'S NOTES:

1. This is a Sketch of Description, as defined in chapter 5J-17.052(6)(a)-(b) of the Florida Administrative Code. The purpose of this sketch is to depict the visual representation of a portion of the lands described in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida.
2. Instruments of record reflecting easements, encumbrances, rights-of-way, and/or ownership were not furnished to this surveyor, except as shown. Lands shown hereon were not abstracted for rights-of-way, easements, ownership or other deeds of record.
3. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
4. Bearings shown hereon are based upon West line of Lot 25, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida. (Basis of Bearings: S 01°52'42" W)
5. This sketch and description is intended to be issued as a 3 sheet set. All sheets are invalid without the remainder of the set.
6. **THIS IS NOT A BOUNDARY SURVEY.**

ABBREVIATIONS:

POB = Point of Beginning

POC = Point of Commencement

PB = Plat Book

PG = Page

ORB = Official Records Book

N.R. = Non Radial

Surveyor's Certificate:

I hereby certify that this legal description and sketch of description of the described property, is true and correct to the best of my knowledge and belief, and they conform with the standards of practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. The seal appearing on this document was authorized by Gordon P. R. Land P.S.M. 7127 on 02-10-2025.

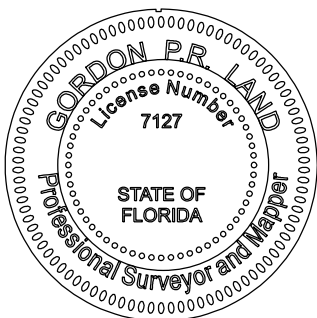
02-10-2025

Date signed

Gordon P.R. Land, PSM

Professional Surveyor & Mapper

Florida License Number LS7127



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

1 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

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LOT 25

5.00' UTILITY EASEMENT

A portion of Lot 25 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

COMMENCING at the northwest corner of Lot 25 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida; thence along the west line of said Lot 25, South 01°52'42" West, a distance of 61.00 feet to the **POINT OF BEGINNING** of the parcel herein described; thence departing said west line, South 88°07'18" East, a distance of 5.00 feet to a point on the east line of a 5.00' Utility Easement, as depicted on the aforementioned Plat of Magnolia Reserve Townhomes; thence along said east line, South 01°52'42" West, a distance of 34.00 feet to the point of curve of a non-tangent curve to the right having a radius of 15.00 feet, a central angle of 19°28'15", a chord bearing of North 78°23'25" West, and a chord distance of 5.07 feet; thence departing said east line, northwest along said arc a distance of 5.10 feet to a point on the west line of the aforementioned Lot 25; thence along said west line, North 01°52'42" East, a distance of 33.14 feet to the **POINT OF BEGINNING**.

Containing 169 square feet or 0.004 acres, more or less.

Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

2 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

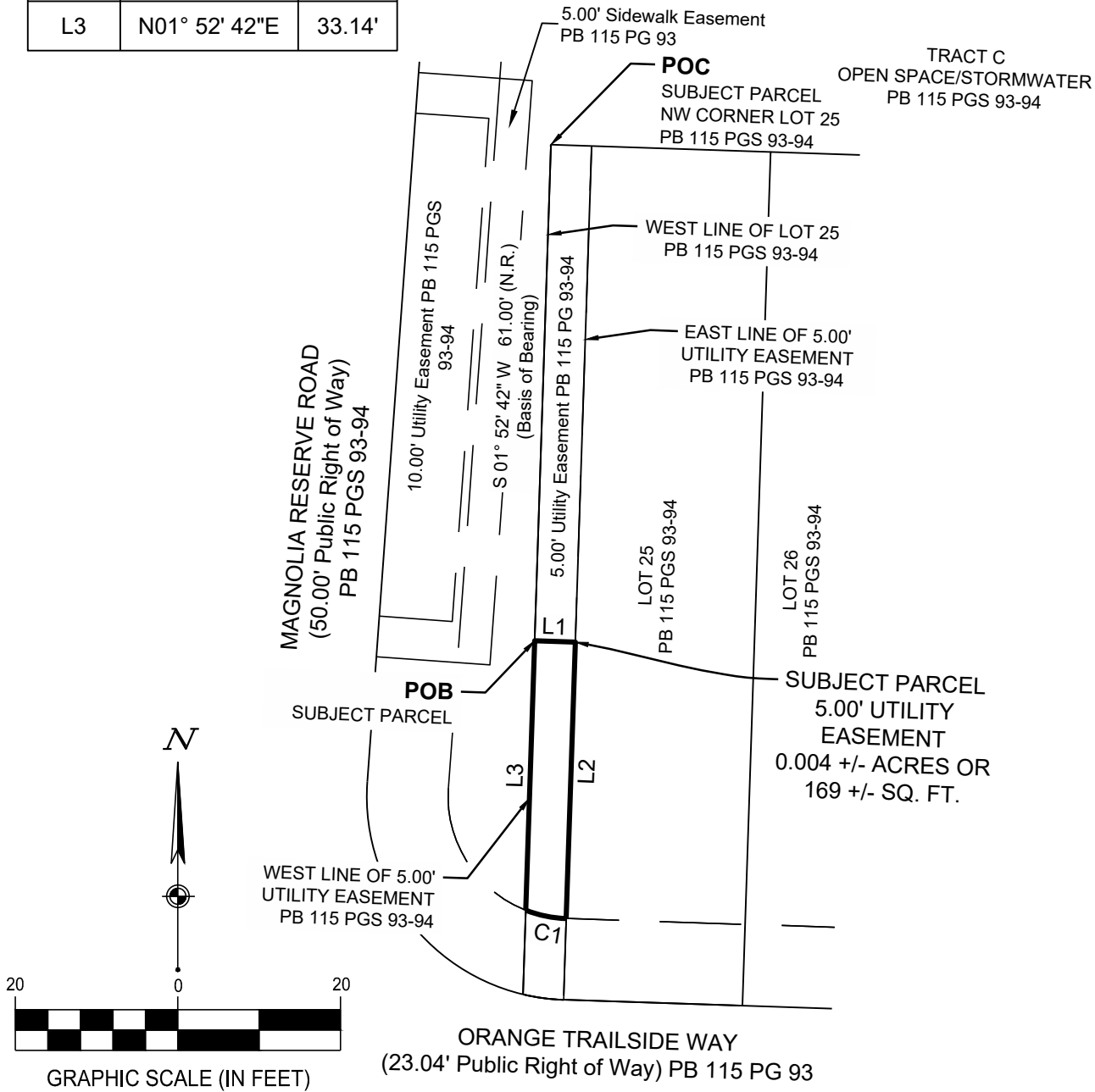
A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

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LINE TABLE		
Line #	Direction	Length
L1	S88° 07' 18"E	5.00'
L2	S01° 52' 42"W	34.00'
L3	N01° 52' 42"E	33.14'

CURVE TABLE				
Curve	Delta	Radius	Arc Length	Chord
C1	19° 28' 15"	15.00'	5.10'	N78° 23' 25"W, 5.07'



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

3 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE
28 EAST, ORANGE COUNTY, FLORIDA.

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Exhibit “F”
(Lot 36 Partial Easement)

LOT 36

SURVEYOR'S NOTES:

1. This is a Sketch of Description, as defined in chapter 5J-17.052(6)(a)-(b) of the Florida Administrative Code. The purpose of this sketch is to depict the visual representation of a portion of the lands described in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida.
2. Instruments of record reflecting easements, encumbrances, rights-of-way, and/or ownership were not furnished to this surveyor, except as shown. Lands shown hereon were not abstracted for rights-of-way, easements, ownership or other deeds of record.
3. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
4. Bearings shown hereon are based upon North line of Lot 36, as recorded in Plat Book 115, Pages 93 through 94 of the Public Records of Orange County, Florida. (Basis of Bearings: S 85°51'54" E)
5. This sketch and description is intended to be issued as a 3 sheet set. All sheets are invalid without the remainder of the set.
6. **THIS IS NOT A BOUNDARY SURVEY.**

ABBREVIATIONS:

POB = Point of Beginning

POC = Point of Commencement

PB = Plat Book

PG = Page

ORB = Official Records Book

Surveyor's Certificate:

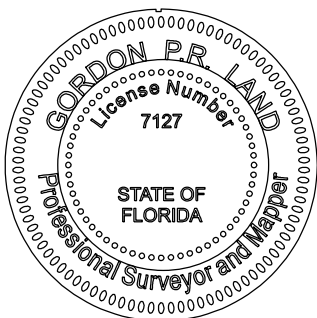
I hereby certify that this legal description and sketch of description of the described property, is true and correct to the best of my knowledge and belief, and they conform with the standards of practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. The seal appearing on this document was authorized by Gordon P. R. Land P.S.M. 7127 on 02-10-2025.

02-10-2025

Date signed

Gordon P.R. Land, PSM

Professional Surveyor & Mapper
Florida License Number LS7127



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

1 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE
28 EAST, ORANGE COUNTY, FLORIDA

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LOT 36

5.00' UTILITY EASEMENT

A portion of Lot 36 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

COMMENCING at the northwest corner of Lot 36 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida; thence along the north line of said Lot 36, South 85°51'54" East, a distance of 10.00 feet to the **POINT OF BEGINNING** of the parcel herein described; thence continue along said north line, South 85°51'54" East, a distance of 34.00 feet; thence departing said north line, South 04°08'06" West, a distance of 5.00 feet to a point on the south line of a 5.00' Utility Easement, as depicted on the aforementioned Plat of Magnolia Reserve Townhomes; thence along said south line, North 85°51'54" West, a distance of 34.00 feet; thence departing said south line, North 04°08'06" East, a distance of 5.00 feet to the **POINT OF BEGINNING**.

Containing 170 square feet or 0.004 acres, more or less.

Drawing Title:

SKETCH AND DESCRIPTION
UTILITY EASEMENT

2 of 3

Project Number:765953-01

Scale:1"=20'

Drawn By:DRL, JMCV

Checked By:GPRL

Date:February 10, 2025

Issue:

DDCM

SKETCH AND DESCRIPTION
UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

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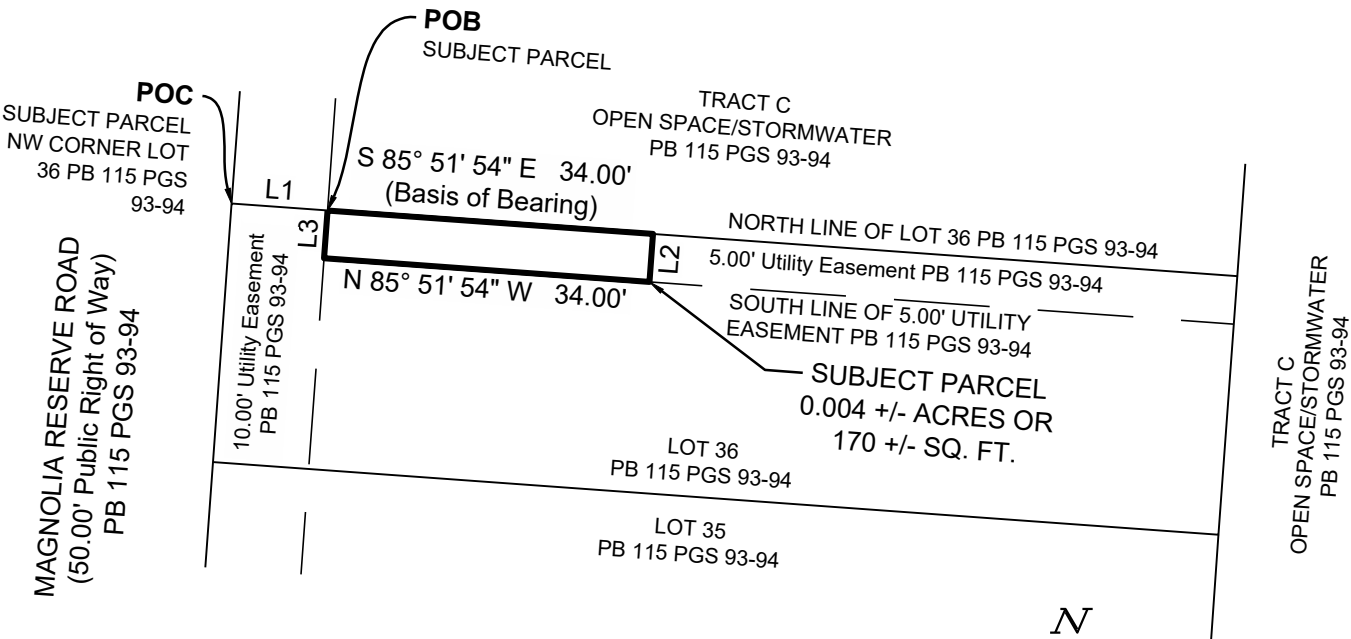


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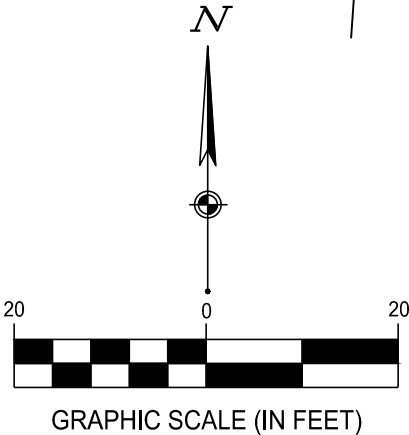
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Page 257 of 407

LOT 36



LINE TABLE		
Line #	Direction	Length
L1	S85° 51' 54"E	10.00'
L2	S04° 08' 06"W	5.00'
L3	N04° 10' 23"E	5.00'



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

3 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

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Exhibit “G”
(Lot 37 Partial Easement)

LOT 37

SURVEYOR'S NOTES:

1. This is a Sketch of Description, as defined in chapter 5J-17.052(6)(a)-(b) of the Florida Administrative Code. The purpose of this sketch is to depict the visual representation of a portion of the lands described in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida.
2. Instruments of record reflecting easements, encumbrances, rights-of-way, and/or ownership were not furnished to this surveyor, except as shown. Lands shown hereon were not abstracted for rights-of-way, easements, ownership or other deeds of record.
3. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
4. Bearings shown hereon are based upon South line of Lot 37, as recorded in Plat Book 115, Pages 93 through 94 of the Public Records of Orange County, Florida. (Basis of Bearings: N 85°51' 54" W)
5. This sketch and description is intended to be issued as a 3 sheet set. All sheets are invalid without the remainder of the set.
6. **THIS IS NOT A BOUNDARY SURVEY.**

ABBREVIATIONS:

POB = Point of Beginning

POC = Point of Commencement

PB = Plat Book

PG = Page

ORB = Official Records Book

Surveyor's Certificate:

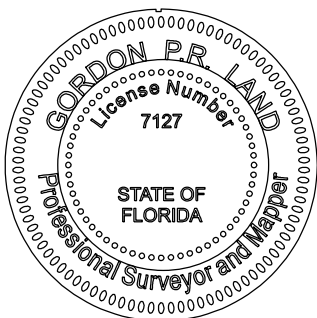
I hereby certify that this legal description and sketch of description of the described property, is true and correct to the best of my knowledge and belief, and they conform with the standards of practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. The seal appearing on this document was authorized by Gordon P. R. Land P.S.M. 7127 on 02-10-2025.

02-10-2025

Date signed

Gordon P.R. Land, PSM

Professional Surveyor & Mapper
Florida License Number LS7127



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

1 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE
28 EAST, ORANGE COUNTY, FLORIDA.

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LOT 37

5.00' UTILITY EASEMENT

A portion of Lot 37 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

COMMENCING at the southwest corner of Lot 37 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida; thence along the south line of said Lot 37 South 85°51'54" East, a distance of 10.00 feet to the **POINT OF BEGINNING** of the parcel herein described; thence departing said south line, North 04°08'06" East, a distance of 5.00 feet to a point on the north line of a 5.00' Utility Easement, as depicted on the aforementioned Plat of Magnolia Reserve Townhomes; thence along said north line, South 85°51'54" East, a distance of 34.00 feet; thence departing said north line, South 04°08'06" West, a distance of 5.00 feet to a point on the south line of the aforementioned Lot 37; thence along said south line, North 85°51'54" West, a distance of 34.00 feet to the **POINT OF BEGINNING**. Containing 170 square feet or 0.004 acres, more or less.

Drawing Title:

SKETCH AND DESCRIPTION
UTILITY EASEMENT

2 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION
UTILITY EASEMENT

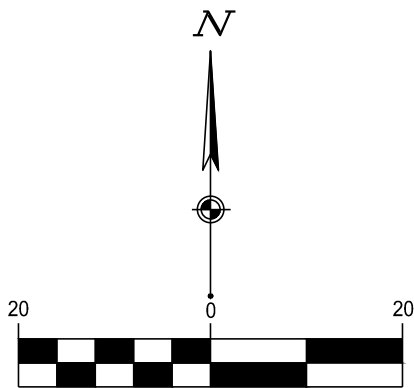
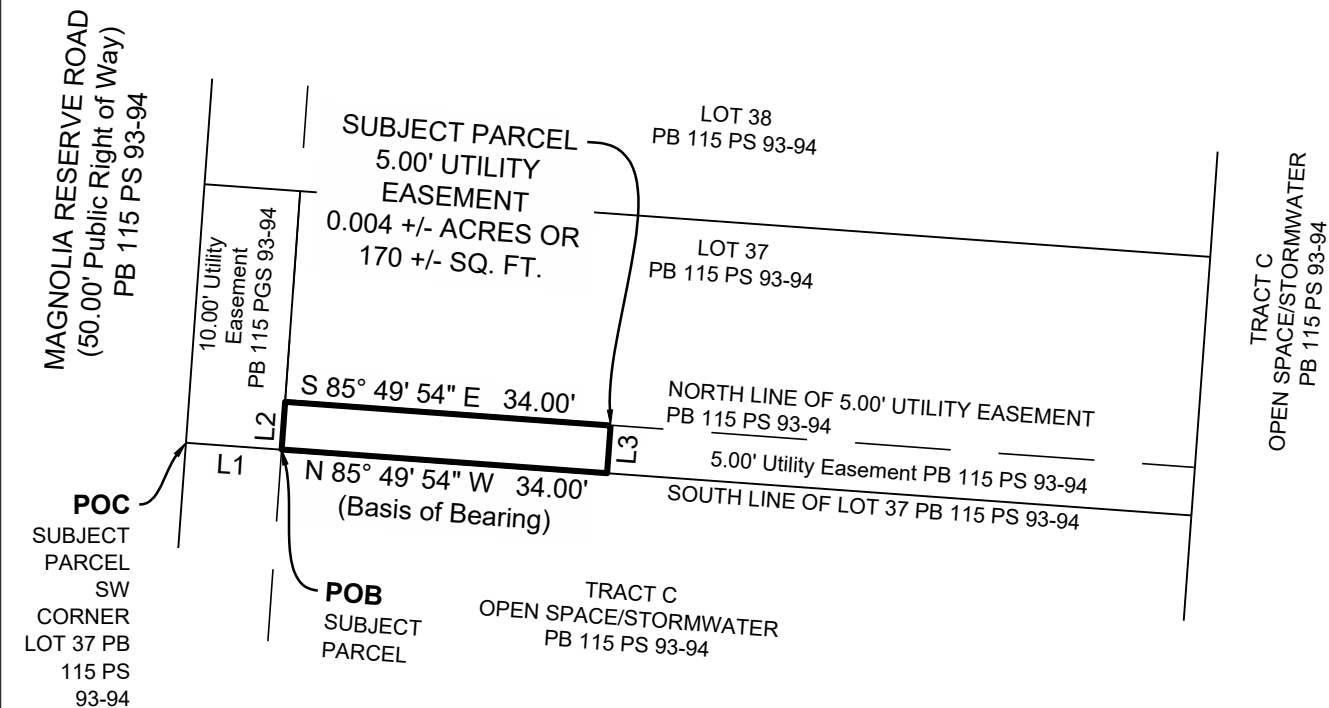
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LOT 37



GRAPHIC SCALE (IN FEET)

LINE TABLE		
Line #	Direction	Length
L1	S85° 51' 54"E	10.00'
L2	N04° 08' 06"E	5.00'
L3	S04° 08' 06"W	5.00'

Drawing Title:

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

3 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

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Exhibit “H”
(Lot 48 Partial Easement)

LOT 48

SURVEYOR'S NOTES:

1. This is a Sketch of Description, as defined in chapter 5J-17.052(6)(a)-(b) of the Florida Administrative Code. The purpose of this sketch is to depict the visual representation of a portion of the lands described in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida.
2. Instruments of record reflecting easements, encumbrances, rights-of-way, and/or ownership were not furnished to this surveyor, except as shown. Lands shown hereon were not abstracted for rights-of-way, easements, ownership or other deeds of record.
3. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
4. Bearings shown hereon are based upon East line of Lot 48, as recorded in Plat Book 115, Pages 93 through 94 of the Public Records of Orange County, Florida. (Basis of Bearings: S 03°01'29" W)
5. This sketch and description is intended to be issued as a X sheet set. All sheets are invalid without the remainder of the set.
6. **THIS IS NOT A BOUNDARY SURVEY.**

ABBREVIATIONS:

POB = Point of Beginning

POC = Point of Commencement

PB = Plat Book

PG = Page

ORB = Official Records Book

Surveyor's Certificate:

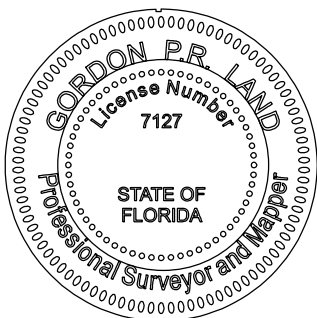
I hereby certify that this legal description and sketch of description of the described property, is true and correct to the best of my knowledge and belief, and they conform with the standards of practice as set forth by the Florida Board of Professional Surveyors and Mappers in Chapter 5J-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes. The seal appearing on this document was authorized by Gordon P. R. Land P.S.M. 7127 on 02-10-2025.

02-10-2025

Date signed

Gordon P.R. Land, PSM

Professional Surveyor & Mapper
Florida License Number LS7127



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

1 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL,JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

SKETCH AND DESCRIPTION UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE
28 EAST, ORANGE COUNTY, FLORIDA.

© 2025 CESO, INC.



LOT 48

5.00' UTILITY EASEMENT

A portion of Lot 48 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida, also being a portion of Section 5, Township 22 South, Range 28 East, Orange County, Florida, being more particularly described as follows:

COMMENCING at the northeast corner of Lot 48 of Magnolia Reserve Townhomes, according to the plat thereof, as recorded in Plat Book 115, Pages 93 through 94, of the Public Records of Orange County, Florida; thence along the east line of said Lot 48, South 03°01'29" West, a distance of 10.00 feet to the **POINT OF BEGINNING** of the parcel herein described; thence continue along said east line, South 03°01'29" West, a distance of 34.00 feet; thence departing said east line, North 86°58'31" West, a distance of 5.00 feet to a point on the west line of a 5.00' Utility Easement, as depicted on the aforementioned Plat of Magnolia Reserve Townhomes; thence along said west line, North 03°01'29" East, a distance of 34.00 feet; thence departing said west line, South 86°58'31" East, a distance of 5.00 feet to the **POINT OF BEGINNING**.

Containing 170 square feet or 0.004 acres, more or less.

Drawing Title:

SKETCH AND DESCRIPTION
UTILITY EASEMENT

2 of 3

DDCM

Project Number:765953-01

Scale:1"=20'

Drawn By:DRL, JMCV

Checked By:GPRL

Date:February 10, 2025

Issue:

SKETCH AND DESCRIPTION
UTILITY EASEMENT

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE 28 EAST, ORANGE COUNTY, FLORIDA.

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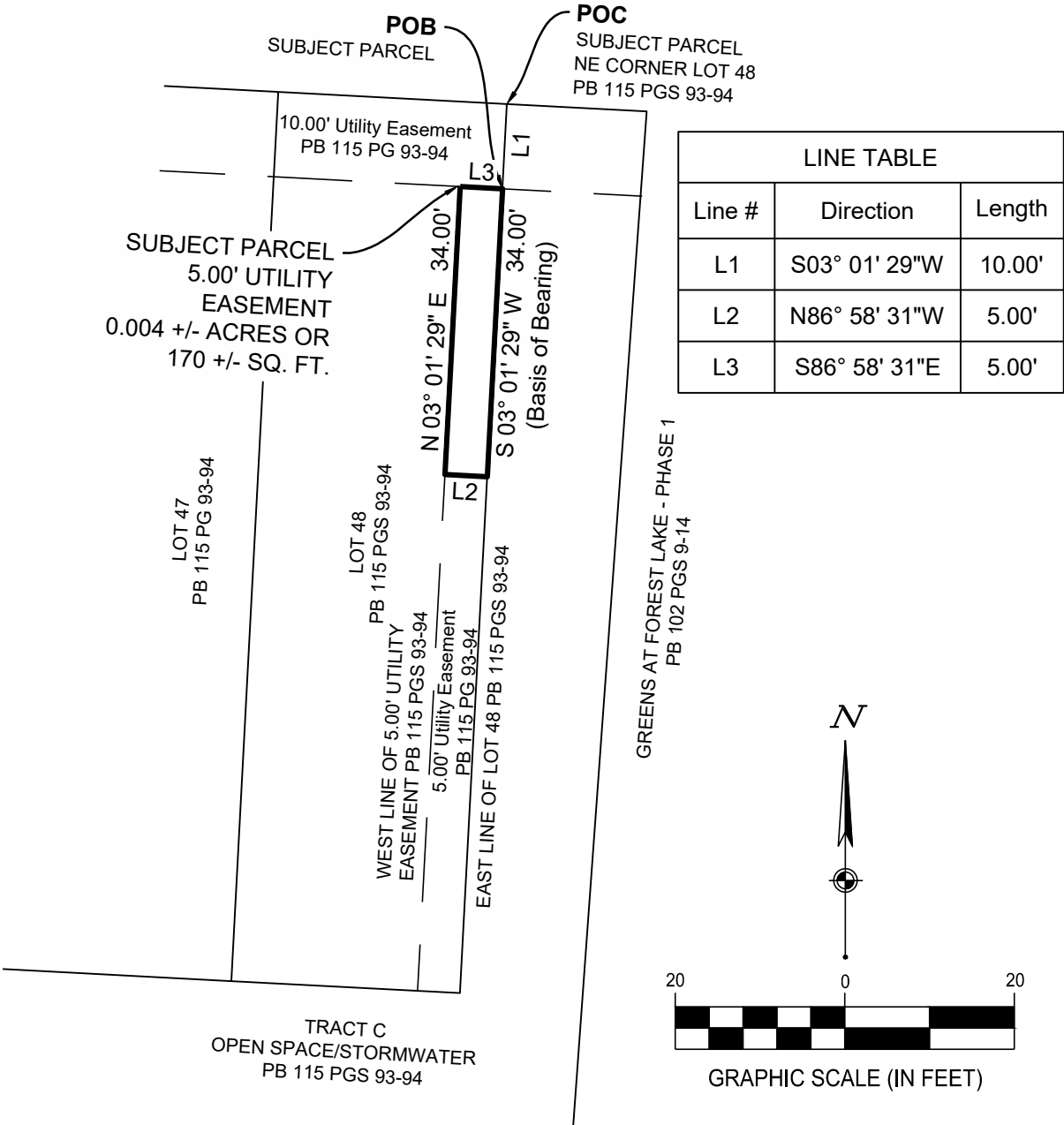
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Page 265 of 407

LOT 48

DESERT CANDLE DRIVE
(Existing Public Right-of-Way Width Varies)
GREENS AT FOREST LAKE- PHASE 1, PB 102 PGS 9-14



Drawing Title:

**SKETCH AND
DESCRIPTION
UTILITY EASEMENT**

3 of 3

DDCM

Project Number: 765953-01

Scale: 1"=20'

Drawn By: DRL, JMCV

Checked By: GPRL

Date: February 10, 2025

Issue:

**SKETCH AND DESCRIPTION
UTILITY EASEMENT**

A PORTION OF SECTION 5, TOWNSHIP 22 SOUTH, RANGE
28 EAST, ORANGE COUNTY, FLORIDA.

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CITY OF OCOEE
NOTICE OF PUBLIC HEARING
TO CONSIDER THE PARTIAL VACATION OF THE
FRONT 34 FT OF THE 5 FT UTILITY EASEMENTS
LOCATED ON LOTS 1, 12, 13, 24, 25, 36, 37, AND 48
OF MAGNOLIA RESERVE TOWNHOMES SUBDIVISION
PROJECT NO.: VAC-25-037

NOTICE IS HEREBY GIVEN, pursuant to Chapter 153, Article II of the Code of Ordinances of the City of Ocoee, that on **TUESDAY, MAY 20, 2025, AT 6:15 P.M.** or as soon thereafter as practical, the **OCOOE CITY COMMISSION** will hold a **PUBLIC HEARING** at the City of Ocoee Commission Chambers located at 1 North Bluford Avenue, Ocoee, Florida, to consider the partial vacation of the front 34 ft of the 5 ft utility easements located on lots 1, 12, 13, 24, 25, 36, 37, and 48 of Magnolia Reserve Townhomes Subdivision and to consider the adoption of the following resolution:

A RESOLUTION OF THE CITY OF OCOEE, FLORIDA, ABANDONING AND VACATING THE FRONT 34 FT OF THE 5 FT UTILITY EASEMENTS LOCATED ON LOTS 1, 12, 13, 24, 25, 36, 37, AND 48 OF MAGNOLIA RESERVE TOWNHOMES SUBDIVISION; PROVIDING FOR RECORDATION; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

Interested parties may appear at the public hearing and be heard with respect to the proposed actions. The complete case file, including a complete legal description by meets and bounds, may be inspected at the Ocoee Development Services Department, 1 North Bluford Avenue, Ocoee, Florida, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, except legal holidays.

The City Commission may continue the public hearings to other dates and times, as it deems necessary. Any interested party shall be advised that the dates, times, and places of any continuation of these or continued public hearings shall be announced during the hearings and that no further notices regarding these matters will be published. You are advised that any person who desires to appeal any decision made during the public hearings will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based. Persons with disabilities needing assistance to participate in any of the proceedings should contact the City Clerk's Office 48 hours in advance of the meeting at (407) 905-3105.
May 8, 2025

25-01255W



Meeting Date: May 20, 2025
Item #: 6

Contact Name: Vincent Ogburn
Contact Number: Ext. 3038

Department Director: Vincent Ogburn
City Manager: Craig Shadrix

Subject: Discussion on Issues Related to the Code Enforcement Board and Direction to Seek Alternatives to Include Using a Special Magistrate. (Police Chief Ogburn)

Background Summary:

The Code Enforcement Board last convened in October 2024. No meetings were held in November or December 2024 due to the meeting date coinciding with a holiday. Furthermore, quorum issues prevented meetings from taking place in January, February, and March 2025. As a result, more than 20 cases have remained unresolved since October 2024. According to the City Code of Ordinances (Chapter 7 - Enforcement of Code), Section 7-5(D), "If a Board member fails to attend two of three successive Board meetings without cause and without prior approval from the Board Chair, the Board will declare the member's office vacant and report the vacancy to the City Commission, which will promptly fill the vacancy." Appointments to fill the vacancy will be for the remainder of the unexpired term." The Board Chair did not notify the Code Board Clerk of any excused absences as required by the code, nor did the Board Chair approve any of the absences. There are several concerns related to the lack of quorum: (1) it delays the resolution of cases, leaving violations unresolved and potentially allowing non-compliance to persist; (2) it contributes to a decline in community standards; and (3) it causes inconvenience for the public, who must rearrange their schedules only to discover that meetings have been canceled.

To ensure these code cases move forward, the City Manager has temporarily appointed the Code Enforcement Magistrate to hear these cases, in accordance with Chapter 7, Article 7-3(C) of the City Code of Ordinances. This will provide citizens issued residential code enforcement violations with the opportunity to have their case heard and come into compliance, while also eliminating the burden of case cancellations due to quorum issues. It should be noted that the Special Magistrate currently fills the role of Attorney for the Code Enforcement Board.

City staff now request that the City Commission make a more permanent decision going forward. Several options for the Commission to consider include: (1) appointing alternate members to the board, establishing a pool of individuals who can step in when regular members are absent, ensuring the board can function even with some members missing; or (2) transitioning residential Code Enforcement cases to a special magistrate—a licensed attorney or retired judge—who would handle these cases, streamlining enforcement, reducing delays, and ensuring legal expertise in decision-making.

The Ocoee Police Department recommends reconsidering the Code Enforcement Board and proposes assigning all code enforcement violation cases (both residential and commercial) to the special magistrate to handle. Currently, Red Light Camera Hearings and non-residential Code Enforcement cases are heard by the magistrate, with the agreement set to expire in September 2025. The Special Magistrate will also be required to hear all school zone speed camera enforcement violation hearings. The Police Department's aim is to

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Phone: (407) 905-3100 • www.occoee.org

streamline the adjudication process and enhance efficiency. Additionally, staff recommends approval to proceed with a Request for Qualifications (RFQ) process to hire a new magistrate, as the current agreement is set to expire in September 2025.

Issue:

Should the Honorable Mayor and City Commissioners consider: (1) appointing alternate members to the board, establishing a pool of individuals who can step in when regular members are absent, ensuring the board can function even with some members missing; or (2) amend Chapter 7, Article 7 of the Code of Ordinances to transition residential Code Enforcement cases to the special magistrate? Additionally, staff recommends the approval to proceed with a Request for Qualifications (RFQ) process to hire a new magistrate due to the current agreement expiring in September 2025.

Recommendations:

Staff recommends that the Honorable Mayor and City Commissioners consider: (1) appointing alternate members to the board, establishing a pool of individuals who can step in when regular members are absent, ensuring the board can function even with some members missing; or (2) amend Chapter 7, Article 7 of the Code of Ordinances to transition residential Code Enforcement cases to the special magistrate—a licensed attorney or retired judge—who would handle cases, streamlining enforcement, reducing delays in hearing cases, and ensuring legal expertise in decision-making. Additionally, staff recommends approval to proceed with a Request for Qualifications (RFQ) process to hire a new magistrate due to the current agreement expiring in September 2025.

Attachments:

1. Special Magistrate Services Agreement

Financial Impacts:

The special magistrate will be compensated as agreed to in the current Special Magistrate Services Agreement.

Type of Item: Consent

SPECIAL MAGISTRATE SERVICES AGREEMENT

THIS SPECIAL MAGISTRATE SERVICES AGREEMENT ("Agreement") is entered into on the 7th day of September 2021, by and between the CITY OF OCOEE, a Florida municipal corporation, whose address is 150 N. Lakeshore Drive, Ocoee, Florida 34761 ("Ocoee"), and James A. "Skip" Fowler, Esq., as a Partner of the law firm of Fowler and Fowler, Feeney & Associates, P.A. ("Fowler"), and the law firm of Fowler, Feeney & Associates, P.A., whose address is 28 W. Central Boulevard, Suite 400, Orlando, Florida 32801 (Fowler and Fowler, Feeney & Associates, P.A. are collectively referred to hereafter as "Special Magistrate").

RECITALS

- A. Whereas, the role of Special Magistrate is to include presiding over certain various red-light camera violations hearings and certain code enforcement matters; and
- B. Whereas, Ocoee desires to engage the services of Special Magistrate to allow Special Magistrate to perform the duties described herein and subject to the terms and conditions set forth herein.

AGREEMENT

NOW, THEREFORE, for and in consideration of the foregoing, the mutual promises, covenants, and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Qualifications. Special Magistrate warrants that it is fully qualified to perform the duties of Special Magistrate as described herein and under Florida law, and that Fowler warrants that he is a member in good standing of the Florida Bar.
2. Special Magistrate. Special Magistrate agrees to personally perform the duties of the Violations Hearing Special Magistrate to hear notices of violations of City Code, as set forth in the Code. The Special Magistrate shall also hear matters relating to red light camera violations, certain Code Enforcement violations, and all other matters assigned to it, unless a conflict of interest exists, and shall prepare and file with the City Manager or designee a written order stating findings and the amount of fine, if applicable. Special Magistrate shall not delegate or assign its rights or obligations hereunder in whole or in part.
3. City Responsibilities. City shall provide an appropriate location to conduct the proceedings. City shall also provide staff to operate a recording device, schedule hearings, and perform the administrative tasks related to the hearings. All office and overhead expenses not provided by City including but not limited to travel, shall be borne by Special Magistrate.
4. Compensation. Special Magistrate shall be paid One Hundred Eighty and no/100s Dollars (\$180.00) per hour for services performed by Special Magistrate. In the event all hearings scheduled for a particular date are cancelled, Special Magistrate shall not be compensated for that date if he is notified at least 48 hours' in advance. Special Magistrate shall be paid for a minimum of two (2) hours in the event that less than 48 hours' notice of cancellation is given. Special Magistrate may perform legal work for other clients so long as it

does not conflict with Special Magistrate's obligations under this Agreement. Special Magistrate shall promptly notify the City of any conflicts or other reason which Special Magistrate feels would make it inappropriate for Special Magistrate to decide a case.

5. Term and Termination. This Agreement shall consist of one (1) initial one (1) year term beginning September 1, 2021 ("Effective Date"), with four (4) separate one (1) year renewable extensions, for a maximum of five (5) years total under this Agreement unless terminated earlier. Either party may terminate this Agreement at any time by providing thirty (30) days written notice of its intent to terminate to the other. Unless otherwise directed by City, Special Magistrate shall, prior to the termination date, complete all of its duties including, but not limited to, filing written orders, in any case heard by Special Magistrate.

6. Independent Contractor. City and Special Magistrate intend that the relationship between them shall be that of Special Magistrate as an independent contractor. Special Magistrate and no agent or employee of the Special Magistrate shall be deemed to be an agent or employee of the City. None of the benefits provided by City to its employees including, but not limited to, Worker's Compensation insurance and unemployment insurance, are available to Special Magistrate or the agents or employees of Special Magistrate.

7. Insurance. Special Magistrate shall provide evidence of both General Liability and Professional Liability Insurance in the form of a certificate of insurance issued on behalf of the City and naming the City as an additional insured, by a company or companies, acceptable to the City at the minimum limits and coverages with deductible amounts acceptable to the City.

8. Audit. City, at its discretion, may audit or inspect Special Magistrate's books, financial records, ledgers, time sheets, or other records relating to services under this Agreement for a period of three (3) years following termination of this Agreement.

9. Public Records. The City is a public agency subject to Chapter 119, Florida Statutes. The Special Magistrate agrees to comply with Florida's Public Records Law. Specifically, the Contractor shall:

a. Keep and maintain public records required by the City to perform the services.

b. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law.

c. Ensure that public records that are exempt or confidential and exempt from the public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Special Magistrate does not transfer the records to the City.

d. Upon completion of the Agreement, Special Magistrate agrees to transfer at no cost to the City all public records in possession of the Special Magistrate or keep and maintain public records required by the City to perform the service. If the Special Magistrate

transfers all public record to the City upon completion of the Agreement, the Special Magistrate shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Special Magistrate keeps and maintains public records upon completion of the Agreement, the Special Magistrate shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

e. A Special Magistrate who fails to provide the public records to City within a reasonable time may be subject to penalties under section 119.10, Florida Statutes.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 407-905-3100, EXTENSION 1022, CCDL@ci.ocoee.fl.us, WITH AN OFFICE LOCATED AT 150 NORTH LAKESHORE DRIVE, OCOEE, FLORIDA 34761.

10. Entire Agreement. This Agreement contains the entire understanding and agreement between the parties hereto with respect to the subject matter hereof. The Agreement may be modified only by written instrument signed by all parties hereto.

11. Notice. Any notice required or allowed to be delivered under this Agreement shall be provided in writing and sent to the address on page 1 of this Agreement. Notice shall be sent by hand delivery or sent by a nationally recognized overnight delivery service for next business day delivery.

12. Governing Law and Venue. This Agreement is to be governed by, and construed and enforced in accordance with, the laws of the State of Florida. In the event any litigation or other formal legal or equitable proceeding (collectively, the "Litigation") between any of the Parties hereto, or their affiliates, heirs, agents, successors, or assigns, is instituted in connection with the construction, interpretation, or enforcement of this Agreement, the party commencing such litigation shall be required to institute the same in state courts within the jurisdiction and venue of Orange County, Florida

13. No Waiver. No waiver of any provision of this Agreement shall be effective unless it is in writing and signed by the party against whom it is asserted. Any such written waiver shall only be applicable to the specific instance to which it relates and shall not be deemed to be a continuing or future waiver.

14. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be original as against any party whose signature appears thereon, and all of which together shall constitute one and the same Agreement.

15. Severability. If any provision of this Agreement is ultimately determined to be invalid or unenforceable, such provision shall be deemed limited by construction in scope and effect to the minimum extent necessary to render the same valid and enforceable, and, in the event no such limiting construction is possible, such invalid or unenforceable provision shall be

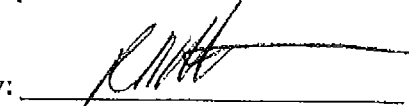
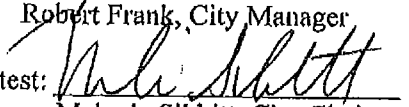
deemed severed from this Agreement without effecting the validity of any other provision hereof.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed by their authorized representatives on the day and year first above written.

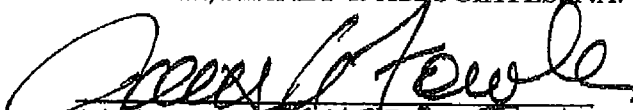
FOWLER


Print Name: JAMES A. FOWLER
Date: 8-30-21

CITY OF OCOEE, a Florida Municipal Corporation

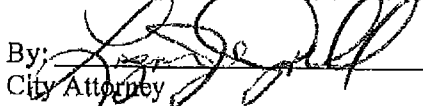
By: 
Robert Frank, City Manager
Attest: 
Melanie Sibbitt, City Clerk

FOWLER, FEENEY & ASSOCIATES, P.A.


Print Name: JAMES A. FOWLER
Title: President
Date: 8-30-21

FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA;
APPROVED AS TO FORM AND
LEGALITY this 14th day of September
2021.

SHUFFIELD LOWMAN & WILSON, P.A.

By: 
City Attorney

STAFF REPORT

Meeting Date: May 20, 2025
Item #: 7

Contact Name: Michael Rumer
Contact Number: Ext. 6434

Department Director: Michael Rumer
City Manager: Craig Shadrix

Subject: Adoption of the Amended and Restated Initial Assessment Resolution for the FY 25-26 Fire Protection Assessments (Assistant City Manager Rumer)

Background Summary: The City currently imposes fire assessments within its incorporated area based on a study conducted by Anser Advisory f.k.a. Government Services Group (GSG) in August 2013. Section 2.08 of the City's Fire Protection Assessment Ordinance, adopted as Ordinance No. 2013-010 on August 6, 2013, established the process for determining the Fire Protection Assessment in each subsequent fiscal year.

From Fiscal Year 2014 through Fiscal Year 2025, the annual Fire Assessment rate was set at \$69.50 per fire protection unit. For FY 2025, this assessment rate generated approximately \$2,425,000 in revenue, covering 17.97% of the Fire Department's total budgeted expenditures of \$13,197,529. It is important to note that fire assessment fees cover fire protection services only and do not include EMS-related transport services.

To ensure the Fire Assessment program remains current and legally defensible, Anser Advisory has been contracted to assist the City in updating the program for Fiscal Year 2025–26. Anser Advisory has provided a new City of Ocoee Fire Assessment Memorandum, which includes:

- A brief and general description of the fire protection services, facilities, or programs to be provided;
- The Fire Protection Assessed Cost to be collected for the upcoming fiscal year (this is the total amount of the fire protection budget that will be funded by the assessment);
- The proposed new assessment rate for the upcoming fiscal year.

The purpose of this update is to:

1. Develop pro forma budgets and assessment rates for FY 2025–26; and
2. Ensure compliance with recent legislation and case law impacting the legal defensibility of non-ad valorem assessments.

This update involves calculating assessment rates and classifications needed to fully fund the identified assessable costs to provide fire services within the City for Fiscal Year 2025-26. However, the City has the choice of funding all or only a portion of the assessable costs based on policy direction. In addition, the work effort recorded in this Assessment Memorandum requires the identification of the full costs of assessable fire services (minus all revenues) and the allocation of those costs to properties that specially benefit from the provision of such fire services.

Additionally, attached is an Amended and Restated Initial Assessment Resolution for Fire Assessments

prepared by consulting attorneys Nabors, Giblin & Nickerson- who previously represented the City on similar matters. This document serves as the Amended and Restated Initial Assessment Resolution as defined in Section 77-1 of the Ordinance. It establishes:

- The date, time, and location of a public hearing (July 15, 2025) at which the City Commission will consider adoption of the Amended and Restated Annual Rate Resolution for the upcoming fiscal year; and
- Direct the City Manager to update the Assessment Roll and provide required notice via publication and first-class mail to affected property owners.

As stated earlier, the current assessment rate of \$69.50 per fire protection unit reflects a 17.97% funding level. Based on Anser Advisory's updated analysis, the City could impose a maximum rate of \$386.75 per unit to fully fund the fire protection budget. However, staff is recommending a rate increase to \$139.23 per unit—representing approximately 36% of the funding requirement. This increase would generate an estimated additional \$2–\$2.1 million in revenue for FY 2025–26.

Even with this proposed increase, the assessment remains modest in light of projected Fire Department expenditures, which are expected to rise to \$15.5–\$16 million in each of the next five years. This projection reflects:

- Continued growth in personnel-related costs,
- Scheduled vehicle replacements and station construction and upgrades, and
- Inflationary pressure on operational line items.

Maintaining current funding levels and relying on ad valorem taxes to cover the remaining assessable expenditures is becoming increasingly unpredictable with traditional state funding sources. Recently, Florida voters approved Amendment 5 which passed in November 2024, and provides for an annual adjustment to the second \$25,000 homestead exemption, which applies to non-school property taxes. The adjustment is tied to the Consumer Price Index (CPI), meaning the exemption will increase if inflation rises. Therefore, a more stable and equitable funding mechanism—such as an updated and legally defensible fire assessment—would provide the City with a predictable and reliable revenue source. By making this change now, we reduce the risk of a larger, more burdensome assessment in the future.

Issue:

Should the Honorable Mayor and City Commission Adopt the Amended and Restated Initial Assessment Resolution for the FY 25-26 Fire Protection Assessments and set a July 15th public hearing date?

Recommendations:

Staff recommends the Honorable Mayor and City Commission Adopt the Amended and Restated Initial Assessment Resolution for the FY 25-26 Fire Protection Assessments and set a July 15th public hearing date.

Attachments:

1. IAR 5-12-15
2. Final Ocoee Fire Assessment Memorandum-5-15-25

Financial Impacts:

Costs to mail certified letter is covered under Answers Scope of Work.

Type of Item: Regular

CITY OF OCOEE, FLORIDA

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**AMENDED AND RESTATED
INITIAL ASSESSMENT RESOLUTION**

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ADOPTED MAY 20, 2025

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RESOLUTION NO. 2025-_____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF OCOEE, FLORIDA, RELATING TO THE PROVISION OF FIRE PROTECTION SERVICES, FACILITIES AND PROGRAMS THROUGHOUT THE CITY OF OCOEE; ESTABLISHING THE TERMS AND CONDITIONS FOR A FIRE PROTECTION ASSESSMENT PROGRAM; DESCRIBING THE METHOD OF ASSESSING FIRE PROTECTION ASSESSED COST AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF OCOEE; ESTABLISHING THE ESTIMATED ASSESSMENT RATE FOR FIRE PROTECTION ASSESSMENTS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025; DIRECTING THE PREPARATION OF AN ASSESSMENT ROLL; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; PROVIDING FOR A VACANCY ADJUSTMENT FOR MOBILE HOME PARK AND RECREATIONAL VEHICLE PARK PROPERTY; PROVIDING FOR FIRE FLOW MITIGATION CREDITS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF CITY OF OCOEE, FLORIDA:

SECTION 1. AUTHORITY. This resolution is adopted pursuant to the provisions of the Fire Protection Assessment Ordinance (Ordinance No. 2013-010), as amended and codified in Chapter 77 of the City of Ocoee Codes of Ordinances (the “Ordinance”), the City of Ocoee Home Rule Charter, Article VIII, Section 2 of the Florida Constitution, sections 166.021 and 166.041, Florida Statutes, and other applicable provisions of law.

SECTION 2. PURPOSE AND DEFINITIONS.

(A) This Resolution constitutes the Amended and Restated Initial Assessment Resolution as defined in Section 77-1 of the Ordinance.

(B) All capitalized words and terms not otherwise defined herein shall have the meanings set forth in the Ordinance. Unless the context indicates otherwise, words imparting the singular number, include the plural number, and vice versa.

"Assessment Study" means that certain report entitled "City of Ocoee, Florida Fire Assessment Memorandum," dated May 2025, prepared by Anser Advisory Consulting, LLC.

"Availability Factor" means the factor applied to the Fire Protection Units to account for the City's stand-by availability in each Hazard Class for fire protection services, facilities, or programs, which is determined by analyzing the historical Fire Protection Incident Reports in the State Database under the methodology described in Section 7 of this Amended and Restated Initial Assessment Resolution.

"Availability Percentage" means the portion of the total Scheduled Hours that do not relate to the active provision of fire protection services, as determined in Section 7 of this Amended and Restated Initial Assessment Resolution.

"Building Area" means the sketched area of a Building expressed in square feet and reflected on the Tax Roll or, in the event such information is not reflected or determined not to be accurately reflected on the Tax Roll, that area determined by the City.

"Building Use" shall mean the property use that poses the greatest fire hazard according to the Hazard Classes, as assigned to each Building within the City based upon the DOR Codes, Improvement Codes, and/or field verification.

"Certified Fire Sprinkler System" means an automatic sprinkler system which is approved by the City and installed, inspected, monitored, and maintained in accordance with applicable NFPA, State, and City standards.

"Certified Fire Suppression System" means an automatic fire suppression system employing a fire suppression agent other than water which is approved by the City and installed, inspected, monitored, and maintained in accordance with applicable NFPA, State, and City standards.

"Code Descriptions" mean the descriptions listed in the Fixed Property Use Codes, the DOR Codes, the Improvement Codes, and the Hazard Classes.

"Combined Factor" means the number arrived at by adding the Demand Factor to the Availability Factor for each Hazard Class.

"Condominium Complex" means a condominium community created by a declaration of condominium pursuant to Chapter 718, Florida Statutes.

"Demand Factor" means the factor applied to the Fire Protection Units to account for the relative demand in each Hazard Class for fire protection services, facilities, or programs, which is determined by analyzing the historical demand for fire protection services contained in the Fire Protection Incident Reports in the State Database under the methodology described in Section 7 of this Amended and Restated Initial Assessment Resolution.

"Demand Percentage" means the portion of the total Scheduled Hours that relate to the active provision of fire protection services, as determined in Section 7 of this Amended and Restated Initial Assessment Resolution.

"DOR Code" means a property use code established in Rule 12D-8.008, Florida Administrative Code, assigned by the Property Appraiser to Tax Parcels within the City, attached hereto as Appendix D.

"Dwelling Unit" means (1) a Building, or a portion thereof, available to be used for residential purposes, consisting of one or more rooms arranged, designed, used, or intended to be used as living quarters for one family only, or (2) the use of land in which lots or spaces are offered for rent or lease for the placement of mobile homes for residential purposes.

"Emergency Medical Services" means those services recorded in the Incident Reports that assign a "type of situation found code" of 300, 311, 320, 321, 322, 323, 381, and 554. The type of situation found codes are attached hereto as Appendix A and incorporated herein by reference.

"Emergency Medical Services Cost" means the amount, other than first response medical rescue services, determined by the City Commission to be associated with Emergency Medical Services.

"Fire Flow Mitigation Credit" means for any Building a reduction of up to 40% of the Net Fire Protection Units assigned to that Building due to the presence of a Certified Fire Sprinkler System, Certified Fire Suppression System or unique Building construction designed to provide extraordinary measures of fire resistance which reduce the Fire Flow Requirement for that Building. The Fire Flow Mitigation Credit for each Building shall be determined in accordance with Section 11 of this Amended and Restated Initial Assessment Resolution and the Fire Flow Mitigation Credit Policy in Appendix H.

"Fire Flow Requirement" means the minimum amount of water, which equates to the number of fire fighters, quantity and size of apparatus and other special firefighting equipment, required to be available for each Building in the City pursuant to the City's standard resource allocation for an initial response to a fire call. Each Building's Fire Flow Requirement is expressed in an assignment of Fire Protection Units.

"Fire Protection Unit" means the standard unit used to calculate the Fire Flow Requirement for each Building based upon the Building's Hazard Class. Fire Protection Units are measured in 300 gallon per minute increments, which is the City's standard resource allocation for an initial response to a fire call.

"Fire Protection Incident Reports" means those Incident Reports that do not record Emergency Medical Services.

"FFIRS" means the Florida Fire Incident Reporting System maintained by the Florida State Fire Marshal.

"Fixed Property Use Codes" mean the property use codes used by FFIRS as specified in Appendix B attached hereto and incorporated herein by reference.

"Hazard Class" means a series of numbers 3 through 7 assigned to each Building Use in Appendix C, which is attached hereto and incorporated herein by reference, which reflects the quantity or combustibility of the Building and its contents and the anticipated rate of spread and heat release in the event of a fire, as provided in NFPA 1142, Chapter 5.

"Hazard Class 3" means a severe hazard occupancy where the quantity or combustibility of contents is expected to develop very high rates of spread and heat

release, as defined in NFPA 1142, Chapter 5. This Hazard Class includes, but is not limited to, building uses such as flammable liquid spraying, plastic processing, plywood and particleboard manufacturing, sawmills, and textile picking.

"Hazard Class 4" means a high hazard occupancy where the quantity or combustibility of contents is expected to develop high rates of spread and heat release, as defined in NFPA 1142, Chapter 5. This Hazard Class includes, but is not limited to, building uses such as commercial barns and stables, building material storage, department stores, repair garages, and warehouses.

"Hazard Class 5" means a moderate hazard occupancy where the quantity or combustibility of contents is expected to develop moderate rates of spread and heat release, as defined in NFPA 1142, Chapter 5. This Hazard Class includes, but is not limited to, building uses such as clothing plants, farm storage, laundries, machine shops, restaurants, nurseries, and unoccupied buildings.

"Hazard Class 6" means a low hazard occupancy where the quantity or combustibility of contents is expected to develop low rates of spread and heat release, as defined in NFPA 1142, Chapter 5. This Hazard Class includes, but is not limited to, building uses such as bakeries, barber or beauty shops, churches, medical offices, service stations, government buildings, and parking garages.

"Hazard Class 7" means a light hazard occupancy where the quantity or combustibility of contents is expected to develop relatively light rates of spread and heat release, as defined in NFPA 1142, Chapter 5. This Hazard Class includes, but is not limited to building uses such as apartments, single family homes, hospitals, hotels and motels, nursing homes, prisons, and schools.

"Improvement Codes" mean the building improvement codes assigned by the Property Appraiser to Tax Parcels within the City as specified in Appendix C attached hereto and incorporated herein by reference or assigned by the City to Tax Parcels within the City after field verification.

"Incident Report" means an individual report filed with the Florida State Fire Marshal under FFIRS.

"Institutional Property" means those Tax Parcels with a Code Description designated as "Institutional" in the Improvement Codes.

"Mobile Home Park" means (1) a place set aside and offered by a person, for either direct or indirect remuneration of the owner, lessor, or operator of such place, for the parking, accommodation, or rental of five or more mobile homes; and (2) licensed by the Department of Health of the State of Florida, or its successor in function as a "mobile home park" under Chapter 513, Florida Statutes, as may be amended from time-to-time.

"Net Fire Protection Unit" means the amount of Fire Protection Units assigned to each Building after application of the Demand and Availability Factors.

"NFPA" means the National Fire Protection Agency.

"NFPA 1142" means NFPA 1142 (2022 edition), Standard on Water Supplies for Suburban and Rural Fire Fighting.

"NFPA 1710" means NFPA 1710, 2020 edition, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Career Fire Departments.

"Non-Residential Condominium Building" means a Building that contains one or more Non-Residential Condominium Units or appurtenant common area.

"Non-Residential Condominium Unit" means those Tax Parcels contained within a Condominium Complex that do not contain Dwelling Units and with a Code Description of 0411, 0417, 0419, 0421, or 0448 in the Improvement Codes.

"Pole Barn" means a nonresidential farm building in which 70 percent or more of the perimeter walls are permanently open and allow free ingress and egress as defined in Section 170.01(4), Florida Statutes.

"Recreational Vehicle Park" means (1) a place set aside and offered by a person, for either direct or indirect remuneration of the owner, lessor, or operator of such place, for the parking, accommodation, or rental of five or more recreational vehicles or tents; and (2) licensed by the Department of Health of the State of Florida, or its successor in function as a "recreational vehicle park" under Chapter 513, Florida Statutes, as may be amended from time-to-time.

"Residential Condominium" means those Tax Parcels contained within a Condominium Complex that contain Dwelling Units and with a Code Description of 0400 in the Improvement Codes.

"Scheduled Hours" means the total number of combat person-hours staffed to provide fire protection services for a certain sampling period.

"Special Use Building" means a Building that presents a special fire protection problem as determined by the City, such that the methodology for assignment of Fire Protection Units is inapplicable due to the extraordinary risk presented by that Building.

Examples of such Special Use Buildings include, but are not limited to, lumberyards, petroleum storage facilities, refineries, grain elevators, and large chemical plants.

"State Database" means the incident data specific to the City derived from the FFIRS Incident Reports maintained by the Florida State Fire Marshal.

"Tax Parcel" means a parcel of property located within the City to which the Property Appraiser has assigned a distinct ad valorem property tax identification number.

"Time in Service" means the total amount of person-hours expended on historic fire calls as determined by an examination of each Fire Protection Incident Report for incident response times, an average amount of time for processing reports, and required number of person-hours for training and aggregated by Hazard Class.

"Townhouse Building" means a Building that contains one or more Townhouse Units.

"Townhouse Unit" means a Tax Parcel with a Code Description of 0120, 0121, or 0122 in the Improvement Codes.

SECTION 3. PROVISION AND FUNDING OF FIRE PROTECTION SERVICES.

(A) Upon the imposition of a Fire Protection Assessment for fire protection services, facilities, or programs against Assessed Property located within the City, the City shall provide fire protection services to such Assessed Property. A portion of the cost to provide such fire protection services, facilities, or programs shall be funded from proceeds of the Fire Protection Assessments. The remaining cost required to provide fire protection services, facilities, and programs shall be funded by legally available City revenues other than Fire Protection Assessment proceeds.

(B) It is hereby ascertained, determined, and declared that each parcel of Assessed Property located within the City will benefit from the City's provision of fire protection services, facilities, and programs in an amount not less than the Fire Protection Assessment imposed against such parcel, computed in the manner set forth in this Amended and Restated Initial Assessment Resolution.

SECTION 4. IMPOSITION AND COMPUTATION OF FIRE PROTECTION ASSESSMENTS. Fire Protection Assessments shall be imposed against all Tax Parcels within the City. Fire Protection Assessments shall be computed in the manner set forth in this Amended and Restated Initial Assessment Resolution.

SECTION 5. LEGISLATIVE DETERMINATIONS OF SPECIAL BENEFIT AND FAIR APPORTIONMENT. It is hereby ascertained and declared that the Fire Protection Assessed Cost provides a special benefit to the Assessed Property based upon the following legislative determinations and based upon that certain report entitled "City of Ocoee, Florida Fire Assessment Memorandum" (May 2025), prepared by Anser Advisory Consulting, LLC, which is attached hereto as Appendix I.

General

(A) Upon the adoption of this Amended and Restated Initial Assessment Resolution determining the Fire Protection Assessed Cost and identifying the Assessed Property to be included in the Assessment Roll, the legislative determinations ascertained and declared in Section 77-3 and 77-4 of the Ordinance are hereby ratified and confirmed.

(B) The City's professional and comprehensive fire protection services and programs possess a logical relationship to the use and enjoyment of property by: (1)

protecting the value and integrity of the improvements, structures, and land; (2) protecting the life and safety of intended occupants in the use and enjoyment of property; (3) preserving or lowering the cost of fire insurance; (4) containing the spread of fire incidents occurring on land with the potential to spread and endanger property, and property features, and (5) preserving and enhancing the value of property.

(C) The availability and provision of comprehensive fire protection services enhances and strengthens the relationship of such services to the use and enjoyment of the parcels of property, the market perception of the area and, ultimately, the property and rental values within the City.

(D) It is fair and reasonable to use the Improvement Codes and the DOR Codes in the apportionment methodology because: (1) the Tax Roll database employing the use of such property use codes is the most comprehensive, accurate, and reliable information readily available to determine the Building Use and Building Area; and (2) the Tax Roll database employing the use of such property use codes is maintained by the Property Appraiser and is thus consistent with parcel designations on the Tax Roll. This compatibility permits the development of an Assessment Roll in conformity with the requirements of the Uniform Method of Collection.

(E) The data available in the Improvement Codes is more useful and accurate to determine Building Use and Building Area than relying exclusively upon the data maintained in the DOR Codes alone because: (1) the data maintained in the Improvement Codes reveals the existence of a Building with a different use than the use described on the DOR Code; (2) the Improvement Codes represent records maintained by the Property Appraiser with the most information relative to Building Area regardless

of property use; and (3) the City conducted field work to ascertain Building use when sufficient information was not available relative to Building Area.

(F) As a result of the urbanized character of the City, the suppression and containment of fire on land and other unimproved property primarily benefits Buildings on adjacent improved properties by the containment of the spread of fire rather than the preservation of the unimproved property. Additionally, the potential need for the City's fire protection resources is generated primarily by improved properties and the level of services required to meet anticipated demand for fire protection services and the corresponding annual fire protection budget required to fund fire protection services provided to land and other unimproved property would be required notwithstanding the occurrence of any incidents from such property uses. Therefore, it is fair, rational, and reasonable not to apportion any of the Fire Protection Assessed Cost to land and other unimproved property.

Apportionment Methodology

(G) It is fair and reasonable and consistent with the decision from the Florida Supreme Court in *City of North Lauderdale v. SMM Properties, Inc.*, 825 So. 2d 343 (Fla. 2002), to exclude from the Fire Protection Assessed Cost those amounts determined to constitute the Emergency Medical Services Cost.

(H) The level of services required to meet anticipated demand for fire protection services and the corresponding annual fire protection budget required to fund fire protection services provided to unimproved, non-specific property uses would be required notwithstanding the occurrence of any incidents from such non-specific property uses. Therefore, it is fair and reasonable to omit from the Demand and

Availability Factor calculations the Fire Protection Incident Reports documenting fire protection services provided to non-specific property uses.

(I) The potential demand for fire protection services is driven by the property's assigned Fire Flow Requirement (expressed in Net Fire Protection Units), as determined by the City's response protocols, the Hazard Class according to Building Use, the Square Footage of the Building, and application of the Demand and Availability Factors.

(J) Apportioning the Fire Protection Assessed Cost for fire protection services on a Fire Protection Unit basis is a fair and reasonable method of apportionment based on historical demand for fire protection services, the fire risk presented by each specific Building Use, the size of the Building, and the amount of fire flow, fire fighters, quantity and size of apparatus, and other special firefighting equipment that must be available for each Building in accordance with the City's standards and practices.

(K) Apportioning the Fire Protection Assessed Cost between the City Fire Department's time spent in response to fire protection calls, as reflected in the Demand Percentage, and the stand-by time when the City Fire Department is available to respond to improved properties, as reflected in the Availability Percentage, is fair and reasonable and proportional to the special benefit received because it recognizes and allows an adjustment in the amount of Net Fire Protection Units assigned to each Building based upon the historical demand, as reflected by the Time in Service, for fire protection services in each Hazard Class.

(L) The Fire Protection Incident Reports are a reliable source of data to determine the potential demand for fire protection services from Buildings located within

Assessed Property and their intended occupants. There exist sufficient Fire Protection Incident Reports that document the historical demand for fire protection services from Assessed Property. The Demand Factor that has been determined for each Hazard Class by an examination of such Fire Protection Incident Reports is consistent with the experience of the City. Therefore, the use of Demand Factors that were determined by an examination of historical Fire Protection Incident Reports is a fair and reasonable method to adjust the Fire Protection Units assigned to each Hazard Class to account for historical demands for service.

(M) Given the low number of Fire Protection Incident Reports within the sampling period for Hazard Class 3 and Hazard Class 4 and given the similar nature of these Hazard Classes with regard to the hazard occupancy of these Building Uses, it is fair and reasonable to combine the two Hazard Classes for determining the Demand and Availability Factors.

(N) NFPA 1710 reflects the City's response protocol, standards, and practices and specifies the minimum criteria required to ensure that the Fire Department's initial arriving company, full initial alarm assignment, and any additional alarm assignments have the necessary fire suppression capability, including personnel, equipment, and resources, to deploy. In accordance with NFPA 1710 and the City's standards, the initial full alarm assignment should provide the establishment of an uninterrupted water supply of a minimum of 300 gallons per minute ("GPM") for 30 minutes. Therefore, it is fair and reasonable to define each Fire Protection Unit in accordance with this standard and to equate each Fire Protection Unit to the City's capability to effectively deliver 300 GPM of Fire Flow.

(O) In accordance with NFPA 1710, the Fire Flow Requirement for each Building is a proxy for the effective firefighting force necessary to deliver all fire suppression activities and mitigate all potential hazards, including the number of fire fighters, quantity and size of apparatus, and other special firefighting equipment required to be available for each Building in the City pursuant to the City's standard resource allocation for an initial response to a fire call. Therefore, it is fair and reasonable to use the Fire Flow Requirement (as expressed in Fire Protection Units) for each Building for the apportionment methodology because the Fire Flow Requirement for each Building provides a reasonable estimation of the costs of the fire fighters, apparatus, equipment, services, facilities, and programs the City must have available to serve each Building, and the Fire Protection Assessment directly funds these firefighting resources.

(P) NFPA 1142, Annex G provides a method for determining the Fire Flow Requirement for Buildings depending upon a series of factors, including the type of construction, size of the Building, and the Hazard Class or potential combustibility of the contents of the Building. NFPA 1142, Annex G is used by the City to determine the Fire Flow Requirement and fire department resources that must be available in the event of a maximum fire response for each Building within the City. Therefore, it is fair and reasonable to use NFPA 1142, Annex G in the apportionment methodology because such standard contains the best practices in the firefighting industry and provides the most comprehensive, accurate and reliable information to determine Fire Flow Requirements.

(Q) It is fair and reasonable to use "ordinary construction" as the construction type for determining the Fire Flow Requirement for each Building because ordinary construction is the predominant construction type within the City.

(R) A fire in a Building containing highly combustible contents will require a higher rate of fire flow and associated resources due to a greater risk of fire spread and heat release than a Building with contents of low combustibility. The City must allocate its firefighting resources to provide the required Fire Flow for the Hazard Class associated with each structure. Therefore, it is fair and reasonable to use the Hazard Classes established by NFPA 1142, Chapter 5, as one factor in the apportionment methodology because such standard contains the best practices in the firefighting industry and provides the most comprehensive, accurate and reliable information with regard to Building risk assignments.

(S) The greater the size of the Building, the greater the potential for a large fire and the greater the Fire Flow Requirement that must be available in the event of a fire in a structure of that Building's size and Hazard Class. Therefore, it is fair and reasonable to use Building Square Footage as one factor in the apportionment methodology.

(T) Additional factors could increase the Fire Flow Requirement needed for a specific Building; however, the administrative burden of collecting and maintaining such data for every property within the City would be impractical. The impracticability of using such additional factors greatly outweighs any benefit that the City could realize from further refining the apportionment methodology.

(U) The demand for the availability of fire protection services diminishes at the outer limit of Building size because a fire occurring in a Building greater than a certain size cannot be suppressed under expected conditions and the fire control activities under such circumstances are directed to avoid the spread of fire to adjacent structures. Further, the City's maximum Fire Flow under present circumstances, including automatic aid, is 12,045 gallons per minute. Therefore, it is fair and reasonable to place a cap on the maximum Fire Flow Requirement attributable to any Building of 12,000 gallons per minute.

(V) In the case of a Building equipped with a Certified Fire Sprinkler System, a Certified Fire Suppression System, or a Building otherwise designed and uniquely constructed to be more fire resistant, the City's firefighting resources must still be present at the scene of any fire incident to control the scene, respond in the event of a system malfunction, ultimately extinguish any fire, and ensure the safety of all structures involved. However, fully functioning and properly designed Certified Fire Sprinkler Systems, Certified Fire Suppression Systems, and fire-resistant construction may provide some measure of built-in fire protection which may lessen the total fire suppression burden and the use of the City's firefighting resources. Further, as an incentive to encourage existing and new Buildings to employ these types of fire safety measures, it is fair and reasonable to provide Fire Flow Mitigation Credits for Buildings with fire resistant construction, Certified Fire Sprinkler Systems. or Certified Fire Suppression Systems that are installed, monitored, inspected, maintained and tested to meet the specifications of the City's and the original design standards.

(W) Pursuant to NFPA 1142, Annex G, the Fire Flow Requirement for Special Use Buildings, such as lumber yards, aircraft hangars and petroleum storage facilities which present special fire protection challenges should be determined on an individual basis; therefore it is fair and reasonable for the City to determine the Fire Flow Requirement for Special Use Buildings on an individual basis using the factors and methods outlined in NFPA 1142, Annex G, or based on an assignment of such Special Use Buildings to Hazard Class 3.

(X) Section 166.223, Florida Statutes, mandates that the City treat Recreational Vehicle Park Property as Commercial Property for non-ad valorem special assessments levied by the City. Thus, it is fair and reasonable to treat each recreational vehicle space within Recreational Vehicle Park property and Mobile Home Park property as a Building and assign the square footage of 191 square feet, the average size of a recreational vehicle, according to the Florida Association of RV Parks and Campgrounds.

(Y) In accordance with available data, the City has determined that the average mobile home has a Building Area of 720 square feet. Given that the actual Building Area for all mobile homes within Recreational Vehicle Park property and Mobile Home Park property within the City is not available and that the cost of measuring or verifying the Building Area for each individual mobile home would greatly exceed any benefit to be derived from individual measurement and verification, it is fair and reasonable to assign each mobile home within Recreational Vehicle Park property and Mobile Home Park property an assumed Building Area of 720 square feet.

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Policies

(Z) As a consequence of the transient use and potential extraordinary vacancies within Mobile Home Park property compared to other Single Family Residential Property and Recreational Vehicle Park property compared to other Commercial Property and the lack of demand for fire protection services for unoccupied spaces, it is fair and reasonable to provide for an extraordinary vacancy adjustment for Mobile Home Park property and Recreational Vehicle Park property.

(AA) Government Property provides facilities and uses to the community, local constituents, and the public in general that serves a legitimate public purpose and provides a public benefit. Therefore, it is fair and reasonable not to impose Fire Protection Assessments upon such parcels of Government Property.

(BB) Government Property owned by federal government mortgage entities, such as the VA and HUD, due to foreclosures are not serving a governmental purpose nor providing a public benefit but are instead held by these federal government mortgage entities in a proprietary capacity. Accordingly, these foreclosed properties shall not be considered Government Property for purposes of the Fire Protection Assessments and shall not be afforded an exemption from the Fire Protection Assessment that is granted to other Government Property.

(CC) Institutional Property whose use is wholly exempt from ad valorem taxation under Florida law provides facilities and uses to the ownership, occupants, membership as well as the public in general that otherwise might be requested or required to be provided by the City and such property uses serve a legitimate public purpose and provide a public benefit. Therefore, it is fair and reasonable not to impose

Fire Protection Assessments upon the Buildings categorized as Institutional Property whose Building use is wholly exempt from ad valorem taxation under Florida law. Accordingly, no Fire Protection Assessment shall be imposed upon Buildings categorized as Institutional Property whose Building use is wholly exempt from ad valorem taxation under Florida law.

(DD) In accordance with Section 170.01(4), Florida Statutes, the City is required to exempt the following from the Fire Protection Assessment: (i) land classified as agricultural lands pursuant to Section 193.461, Florida Statutes; (ii) Buildings of Non-Residential Property with a just value of \$10,000 or less that are located on lands classified as agricultural lands pursuant to Section 193.461, Florida Statutes; and (iii) any Pole Barns located on lands classified as agricultural lands pursuant to Section 193.461, Florida Statutes. Accordingly, it is fair and reasonable to comply with the law and not to impose Fire Protection Assessments upon such land and Buildings.

SECTION 6. DETERMINATION OF FIRE PROTECTION ASSESSED COST.

The Fire Protection Assessed Cost to be assessed and apportioned among benefitted parcels for the Fiscal Year beginning October 1, 2025, is \$4,496,156.00.

SECTION 7. APPORTIONMENT METHODOLOGY. The Fire Protection Assessment for each Tax Parcel shall be determined as provided in this Section 7 and as set forth in the Assessment Study.

(A) Assign each Building to the appropriate Hazard Class according to its Building Use. Then, based on its Building Area and Hazard Class, separate each Building, except Special Use Buildings, Mobile Home Park property, and Recreational Vehicle Park property, into the appropriate square footage category provided in the Fire

Protection Unit Assignment Table, attached hereto as Appendix E and incorporated herein by reference, and assign Fire Protection Units to each Building based on the appropriate square footage categories by Hazard Class.

(B) The Fire Protection Units for each Special Use Building shall be based on the assigned Fire Flow Requirement as determined by the City on a case-by-case basis in accordance with the standards outlined in NFPA 1142 or, if unavailable, then, the Special Use Building shall be assigned into the appropriate square footage category provided in the Fire Protection Unit Assignment Table based upon its Building Area and an assignment of Hazard Class 3. Then assign Fire Protection Units to each Building based upon the appropriate square footage categories by Hazard Class provided in the Fire Protection Unit Assignment Table incorporated in subsection (A) above.

(C) The Fire Protection Units for each Tax Parcel of Recreational Vehicle Park property shall be determined by aggregating the amount of Building Area associated with recreational vehicle park spaces for each Tax Parcel, as reported to the Department of Health, at 191 square feet each, and mobile home spaces, as reported to the Department of Health, at 720 square feet each. Then assign Fire Protection Units to each Tax Parcel based upon the appropriate square footage categories by Hazard Class provided in the Fire Protection Unit Assignment Table incorporated in subsection (A) above. The Fire Protection Units for Buildings located on a Tax Parcel of Recreational Vehicle Park property that are not recreational vehicle or mobile home spaces shall be assigned in accordance with subsection (A) and (B) above, as appropriate.

(D) The Fire Protection Units for each Tax Parcel of Mobile Home Park property shall be determined by assigning the average square footage of 720 square feet for a mobile home to each mobile home space within the City based upon the number of mobile home spaces, as reported to the Department of Health, and 191 square feet for each recreational vehicle space, as reported to the Department of Health. Then assign Fire Protection Units to each Tax Parcel based upon the appropriate square footage categories by Hazard Class provided in the Fire Protection Unit Assignment Table incorporated in subsection (A) above. The Fire Protection Units for Buildings located on a Tax Parcel of Mobile Home Park property that are not mobile home or recreational vehicle spaces shall be assigned in accordance with subsection (A) or (B) above, as appropriate.

(E) Based on these assignments of Fire Protection Units in subsections (A), (B), (C) and (D), allocate the appropriate number of Fire Protection Units to each Building (or Tax Parcel for Recreational Vehicle Park property and Mobile Home Park property) and then add up the total number of Fire Protection Units in each Hazard Class.

(F) Based upon the Fire Protection Incident Reports and other City data sources, the total Time in Service was determined within the sampling period from January 1, 2024 through December 31, 2024. The total Time in Service was then divided into the total Scheduled Hours within the same sampling period to arrive at the Demand Percentage. The remainder of the Scheduled Hours not included within the Time in Service were then divided into the total Scheduled Hours to arrive at the Availability Percentage.

(G) Utilizing data from the Fire Protection Incident Reports related to the type of calls and physical location of each call, correlate the Building Use with the Code Descriptions in the Fire Protection Incident Reports and assigned fire protection incidents located within the City to each Hazard Class. Any duplicate responses, calls outside of the City, and mutual aid calls shall be removed. For purposes of the Demand and Availability Factors, Hazard Classes 3 and 4 shall be combined.

(H) Based on such assignment of Fire Protection Incident Reports to each Hazard Class, determine the total number of Fire Protection Incident Reports filed within the sampling period for each Hazard Class. Then calculate a Demand Factor for each Hazard Class by: (1) dividing the total number of Fire Protection Incident Reports assigned to each Hazard Class by the total number of Fire Protection Units assigned to each Hazard Class in subsection (E) above to determine the number of Fire Protection Incidents per Fire Protection Unit; and then (2) dividing the number of Fire Protection Incidents per Fire Protection Unit by the average number of Fire Protection Incidents per Fire Protection Unit for all Hazard Classes; and then (3) multiplying that result by the Demand Percentage determined in subsection (F) above.

(I) Calculate an Availability Factor for each Hazard Class by dividing the Availability Percentage by 100. For each Hazard Class, add the Demand Factor determined in subsection (H) and the Availability Factor to arrive at the Combined Factor.

(J) Multiply the total Fire Protection Units assigned to each Building in subsections (A), (B), (C), and (D) above by the Combined Factor calculated for each Hazard Class in subsection (I) above to determine the Net Fire Protection Units for each

Building. Then aggregate the Net Fire Protection Units assigned to each Building by Hazard Class.

(K) Divide the Fire Protection Assessed Cost, as determined in Section 7 of this Amended and Restated Initial Assessment Resolution, by the total number of Net Fire Protection Units for all Hazard Classes to arrive at the rate per Net Fire Protection Unit.

(L) Multiply the rate per Net Fire Protection Unit from subsection (K) above by the total Net Fire Protection Units assigned to each Building in subsection (J). The result is the total Fire Protection Assessment to be imposed upon each Building (or Tax Parcel for Recreational Vehicle Park and Mobile Home Park property), except for Residential Condominiums, Non-Residential Condominium Units, and Townhouse Buildings, which shall be further apportioned as provided in subsection (M) below.

(M) For Residential Condominiums, Non-Residential Condominium Units, and Townhouse Buildings, the Fire Protection Assessment shall be determined as follows:

(1) For Residential Condominiums, add the number of Net Fire Protection Units assigned to all Buildings within the Condominium Complex and then divide this product by the total number of Residential Condominiums within the Condominium Complex to determine each Residential Condominium's Net Fire Protection Unit assignment. Multiply the appropriate rate per Net Fire Protection Unit from subsection (K) by the total Net Fire Protection Units assigned to that Residential Condominium to determine each Residential Condominium's Fire Protection Assessment.

(2) For Non-Residential Condominium Units, divide each Non-Residential Condominium Unit's square footage by the total Building Area of the Non-Residential Condominium Building to determine each Non-Residential Condominium Unit's relative percentage of the total Building Area. Multiply the total Net Fire Protection Units assigned to each Non-Residential Condominium Building by each Non-Residential Condominium Unit's relative percentage of the total Building Area to determine each Non-Residential Condominium Unit's share of Net Fire Protection Units. Multiply the appropriate rate per Net Fire Protection Unit from subsection (K) by the total Net Fire Protection Units assigned to that Non-Residential Condominium Unit to determine each Non-Residential Condominium Unit's Fire Protection Assessment.

(3) For Townhouse Buildings, add the number of Net Fire Protection Units assigned to all Buildings within the townhouse community and then divide this product by the total number of Townhouse Units to determine each Townhouse Unit's share of Net Fire Protection Units. Multiply the appropriate rate per Net Fire Protection Unit from subsection (K) by the total Net Fire Protection Units assigned to that Townhouse Unit to determine each Townhouse Unit's Fire Protection Assessment.

SECTION 8. ESTABLISHMENT OF INITIAL FIRE PROTECTION ASSESSMENTS.

(A) The estimated Fire Protection Assessment rate to be assessed against all Tax Parcels of Assessed Property within the City to generate the estimated Fire Protection Assessed Cost for the Fiscal Year beginning October 1, 2025, is hereby

established as \$139.23 per Net Fire Protection Unit for the purpose of this Amended and Restated Initial Assessment Resolution.

(B) The estimated Fire Protection Assessments specified in subsection (A) above are hereby established to fund the specified Fire Protection Assessed Cost determined to be assessed in the Fiscal Year beginning October 1, 2025. No portion of such Fire Protection Assessed Cost are attributable to impact fee revenue that funds capital improvements necessitated by new growth or development. Further, no portion of such Fire Protection Assessed Cost are attributable to the Emergency Medical Services Cost.

(C) The following exemptions shall apply to the Fire Protection Assessment program:

(1) No Fire Protection Assessment shall be imposed upon a parcel of Government Property; however, Government Property that is owned by federal mortgage entities, such as the VA and HUD, and obtained by foreclosure or a deed in lieu of foreclosure shall not be exempted from the Fire Protection Assessment.

(2) In accordance with Section 170.01(4), Florida Statutes, no Fire Protection Assessment shall be imposed against any: (i) Land that is classified by the Property Appraiser as agricultural lands pursuant to Section 193.461, Florida Statutes; or (ii) Building of Non-Residential Property located on a Tax Parcel that is classified by the Property Appraiser as agricultural lands pursuant to Section 193.461, Florida Statutes, unless that Building exceeds a just value of \$10,000 as determined by the Property Appraiser and is not a Pole Barn.

(3) No Fire Protection Assessment shall be imposed on Buildings of Institutional Property whose building use is wholly exempt from ad valorem taxation under Florida law.

(D) Any shortfall in the expected Fire Protection Assessment proceeds due to any reduction or exemption from payment of the Fire Protection Assessments required by law or authorized by the City Commission shall be supplemented by any legally available funds, or combination of such funds, and shall not be paid for by proceeds or funds derived from the Fire Protection Assessments. It is the legislative determination of the City Commission that, in the event a court of competent jurisdiction determines any exemption or reduction by the City Commission improper or otherwise adversely affects the validity of the Fire Protection Assessment imposed for this Fiscal Year, the sole and exclusive remedy shall be the imposition of a Fire Protection Assessment upon each affected Tax Parcel in the amount of the Fire Protection Assessment that would have been otherwise imposed save and except for such reduction or exemption afforded to such Tax Parcel by the City Commission.

(E) The estimated Fire Protection Assessments established in this Amended and Restated Initial Assessment Resolution shall be the estimated assessment rates applied by the City Manager in the preparation of the preliminary Assessment Roll for the Fiscal Year beginning October 1, 2025, as provided in Section 10 of this Amended and Restated Initial Assessment Resolution.

SECTION 9. ASSESSMENT ROLL.

(A) The City Manager is hereby directed to prepare, or cause to be prepared, a preliminary Assessment Roll for the Fiscal Year beginning October 1, 2025, in the manner provided in the Ordinance. The Assessment Roll shall include all Tax Parcels within the City. The City Manager shall apportion the estimated Fire Protection Assessed Cost to be recovered through Fire Protection Assessments in the manner set forth in this Amended and Restated Initial Assessment Resolution.

(B) A copy of this Amended and Restated Initial Assessment Resolution, documentation related to the estimated amount of the Fire Protection Assessed Cost to be recovered through the imposition of Fire Protection Assessments, and the preliminary Assessment Roll shall be maintained on file in the Office of the City Clerk and open to public inspection. The foregoing shall not be construed to require that the preliminary Assessment Roll be in printed form if the amount of the Fire Protection Assessment for each parcel of property can be determined by the use of a computer terminal available to the public.

(C) It is hereby ascertained, determined, and declared that the method of determining the Fire Protection Assessments for fire protection services as set forth in this Amended and Restated Initial Assessment Resolution is a fair and reasonable method of apportioning the Fire Protection Assessed Cost among parcels of Assessed Property located within the City.

SECTION 10. VACANCY ADJUSTMENT.

(A) As a consequence of the transient use and potential for significant numbers of vacancies within Mobile Home Parks and Recreational Vehicle Parks, and

the potential sustained lack of demand for fire protection services for unoccupied spaces, each Owner of Mobile Home Park and Recreational Vehicle Park property shall be afforded the opportunity to demonstrate, in the manner described below, the vacancy rate in space occupancy within such property and receive a vacancy adjustment to the Fire Protection Assessments imposed upon such property.

(B) Notwithstanding any language to the contrary herein, vacant spaces in Mobile Home Park property shall not be subject to the Fire Protection Assessments. Similarly, vacant spaces within Recreational Vehicle Park property shall not be subject to the Fire Protection Assessments.

(C) Vacant spaces shall be those determined by the City Manager based on evidence of a vacancy rate provided by the Owner on or before May 1 of each year. The vacancy rate shall be defined as the percentage of available spaces within a Mobile Home Park or Recreational Vehicle Park that were vacant between January 1 through and including December 31 of the calendar year preceding the applicable deadline for the Owner's submittal of vacancy rate evidence for each year and shall be calculated as follows:

Exact Number of Permitted Sites within the park (not including overflow areas)	_____ A
Times (x) Days in Reporting Period	(x 365) B
Total Possible Space Nights A x B = C (Example: 100 sites x 365 days = 36,500)	_____ C
Actual Space Nights Sum of Number of Actual Occupied Spaces for Each Day in Calendar Year	_____ D
Occupancy Percentage D/C = E (Example: 12,500/36,500 = 34.2%)	_____ E
Vacancy Rate Subtract E from 100% (Example: 100% – 34.2% = 65.8%)	_____ F

The Owner shall certify by affidavit to the City, on a form provided by the City, the vacancy rate for the respective time period. Such certification shall be subject to verification and audit. At a minimum, such affidavit shall conclusively identify and affirm: (1) the tax parcel by identification number; (2) the number of spaces and type of improvements in the Mobile Home Park or Recreational Vehicle Park; and (3) the vacancy rate.

(D) The City Manager is directed and authorized to adjust, or cause to be adjusted, any Fire Protection Assessment imposed for the Fiscal Year beginning October 1, 2025 upon a parcel of Mobile Home Park or Recreational Vehicle Park property whose Owner timely and satisfactorily demonstrates by affidavit that such parcel has experienced vacancies by multiplying the vacancy rate (expressed as a decimal) by the Fire Protection Assessment attributable to the entire parcel of Mobile Home Park or Recreational Vehicle Park property and reducing the Fire Protection Assessment by an equivalent amount.

(E) Any shortfall in the expected Fire Protection Assessment proceeds due to any adjustment for vacancy shall be supplemented by any legally available funds and shall not be paid for by proceeds or funds derived from Fire Protection Assessments.

SECTION 11. FIRE FLOW MITIGATION CREDIT.

(A) Although the City's firefighting resources must still be present at the scene of any fire incident, the City Commission recognizes the potential benefits provided by Certified Fire Sprinkler Systems, Certified Fire Suppression Systems, or other fire-resistant Building construction, and the City Commission desires to encourage existing and new Buildings to employ these types of fire safety measures. Accordingly, the number of Fire Protection Units otherwise attributable to such Buildings shall be adjusted by a Fire Flow Mitigation Credit determined in accordance with the Fire Flow Mitigation Credit Policy, attached hereto as Appendix H and incorporated herein by reference. No Fire Flow Mitigation Credit shall exceed 40% of the Building's assigned Fire Protection Units.

(B) Prior to May 1 of each year, the property owner shall file with the City Clerk an application under oath demonstrating entitlement to a Fire Flow Mitigation Credit in accordance with the attached Fire Flow Mitigation Credit Policy. Such application shall include the following:

- (1) The name and address of all Owners of the property;
- (2) The address and legal description for the property;
- (3) If seeking a Fire Flow Mitigation Credit for a Certified Fire Sprinkler System, documentation of the type of Certified Fire Sprinkler System installed in the Building and proof that the system was installed, inspected, monitored, and maintained in accordance with the City's standards;
- (4) If seeking a Fire Flow Mitigation Credit for a Certified Fire Suppression System, documentation of the type of Certified Fire Suppression System

installed in the Building and proof that the system was installed, inspected, monitored, and maintained in accordance with the City's standards;

(5) If seeking a Fire Flow Mitigation Credit for fire resistant building construction, documentation of the construction materials and process used for all exterior walls and frames, floors, roof, and supports; and

(6) The property owner shall furnish such other information relating to the application as the City may reasonably request.

(C) The City Manager, with the assistance of other members of the administrative staff of the City, shall, within fifteen (15) business days after the filing of such application, review the application and such other supporting data that may be filed therewith and make such further investigation as may be reasonably required in order to determine if the applicant is qualified for a Fire Flow Mitigation Credit pursuant to this Section.

(D) The City Manager shall send a written decision to such property owner by United States mail, postage prepaid, addressed to the property owner at the address stated on the application on or before the expiration of twenty (20) business days following the filing of the application determining if the property is or is not qualified for a Fire Flow Mitigation Credit pursuant to this Section.

(E) If the City Manager determines that such property is entitled to a Fire Flow Mitigation Credit pursuant to this Section, then the City Manager shall adjust or cause to be adjusted the number of Fire Protection Units assigned to said property in accordance with the Fire Flow Mitigation Credit Policy.

(F) Any Fire Flow Mitigation Credit granted is valid for one Fiscal Year and reapplication is required annually.

SECTION 12. METHOD OF COLLECTION. It is hereby declared that the Fire Protection Assessments shall be collected and enforced pursuant to Uniform Assessment Collection Act as provided in Section 77-18 of the Ordinance for Fiscal Year beginning October 1, 2025.

SECTION 13. AUTHORIZATION OF PUBLIC HEARING. A public hearing shall be held at 6:15 p.m. on July 15, 2025, in the City Commission Chambers, 1 N. Bluford Avenue, Ocoee, Florida, at which time the City Commission will receive and consider any comments on the Fire Protection Assessments from the public and affected property owners and consider imposing Fire Protection Assessments.

SECTION 14. NOTICE BY PUBLICATION. The City Manager shall publish a notice of the public hearing authorized by Section 13 hereof in the manner and time provided in Section 77-8 of the Ordinance. The notice shall be published no later than June 24, 2025, in substantially the form attached hereto as Appendix F.

SECTION 15. NOTICE BY MAIL. The City Manager shall also provide notice by first class mail to the Owner of each parcel of Assessed Property, as required by Section 77-9 of the Ordinance. Such notices shall be mailed no later than June 24, 2025, in substantially the form attached hereto as Appendix G.

SECTION 16. APPLICATION OF ASSESSMENT PROCEEDS. The revenue derived from the City's Fire Protection Assessments will be utilized for the provision of fire protection services, facilities, and programs to properties within the City, as reflected by the Fire Protection Assessed Cost. In the event there is any fund

balance remaining at the end of the Fiscal Year, such balance shall be carried forward and used only to fund fire protection services, facilities, and programs provided to properties within the City.

SECTION 17. CONFLICTS. This Amended and Restated Initial Assessment Resolution shall prevail in the event of any conflicts with any other Resolution of the City of Ocoee. Chapter 77 of the City Code shall prevail in the event of any conflict with this Resolution.

SECTION 18. SEVERABILITY. In the event any portion of this Resolution is deemed invalid by any court of competent jurisdiction, the invalid portion shall be considered severed, and the remainder of this Resolution shall continue in effect.

SECTION 19. EFFECTIVE DATE. This Amended and Restated Initial Assessment Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED this 20th day of May, 2025.

ATTEST:

**APPROVED:
CITY OF OCOEE, FLORIDA**

Melanie Sibbitt, MMC, City Clerk

Rusty Johnson, Mayor

(SEAL)

**FOR USE AND RELIANCE ONLY BY
THE CITY OF OCOEE, FLORIDA;
APPROVED AS TO FORM AND LEGALITY**
on this _____ day of _____, 2025.

FISHBACK DOMINICK

By: _____
Richard S. Geller, City Attorney

APPENDIX A

**FIRE PROTECTION INCIDENT REPORT TYPE
OF SITUATION FOUND CODES**

APPENDIX A

FIRE PROTECTION INCIDENT REPORT TYPE OF SITUATION FOUND CODES

Code	Description	EMS
100	Fire, other	No
111	Building fires	No
112	Fires in structures other than in a building	No
113	Cooking fire, confined to container	No
118	Trash or rubbish fire, contained	No
120	Fire in mobile prop. used as a fixed struc., other	No
122	Fire in motor home, camper, recreational vehicle	No
130	Mobile property (vehicle) fire, other	No
131	Passenger vehicle fire	No
132	Road freight or transport vehicle fire	No
138	Off-road vehicle or heavy equipment fire	No
140	Natural vegetation fire, other	No
142	Brush, or brush and grass mixture fire	No
143	Grass fire	No
150	Outside rubbish fire, other	No
151	Outside rubbish, trash or waste fire	No
154	Dumpster or other outside trash receptacle fire	No
161	Outside storage fire	No
162	Outside equipment fire	No
163	Outside gas or vapor combustion explosion	No
210	Overpressure rupture from steam, other	No
251	Excessive heat, scorch burns with no ignition	No
300	Rescue, emergency medical call (EMS) call, other	Yes
311	Medical assist, assist EMS crew	Yes
320	Emergency medical service, other	Yes
321	EMS call, excluding vehicle accident with injury	Yes
322	Vehicle accident with injuries	Yes
323	Motor vehicle/pedestrian accident (MV Ped)	Yes
324	Motor vehicle accident with no injuries	No
331	Lock-in (if lock out , use 511)	No
340	Search, other	No
342	Search for person in water	No
350	Extrication, rescue, other	No
352	Extrication of victim(s) from vehicle	No
353	Removal of victim(s) from stalled elevator	No
357	Extrication of victim(s) from machinery	No
365	Watercraft rescue	No
381	Rescue or EMS standby	Yes

Code	Description	EMS
400	Hazardous condition, other	No
410	Flammable gas or liquid condition, other	No
411	Gasoline or other flammable liquid spill	No
412	Gas leak (natural gas or LPG)	No
420	Toxic condition, other	No
421	Chemical hazard (no spill or leak)	No
422	Chemical spill or leak	No
424	Carbon monoxide incident	No
440	Electrical wiring/equipment problem, other	No
441	Heat from short circuit (wiring), defective/worn	No
442	Overheated motor	No
444	Power line down	No
445	Arcing, shorted electrical equipment	No
460	Accident, potential accident, other	No
461	Building or structure weakened or collapsed	No
463	Vehicle accident, general cleanup	No
480	Attempted burning, illegal action, other	No
500	Service Call, other	No
510	Person in distress, other	No
511	Lock-out	No
512	Ring or jewelry removal	No
520	Water problem, other	No
522	Water or steam leak	No
531	Smoke or odor removal	No
540	Animal problem, other	No
541	Animal problem	No
542	Animal rescue	No
550	Public service assistance, other	No
551	Assist police or other governmental agency	No
552	Police matter	No
553	Public service	No
554	Assist invalid	Yes
555	Defective elevator, no occupants	No
561	Unauthorized burning	No
600	Good intent call, other	No
611	Dispatched & canceled en route	No
621	Wrong location	No
622	No incident found at dispatch address	No
631	Authorized controlled burning	No
641	Vicinity alarm (incident in other location)	No
651	Smoke scare, odor of smoke	No
652	Steam, vapor, fog or dust thought to be smoke	No
653	Barbecue, tar kettle	No

Code	Description	EMS
671	Hazmat release investigation w/ no hazmat	No
700	False alarm or false call, other	No
710	Malicious, mischievous false call, other	No
711	Municipal alarm system, malicious false alarm	No
714	Central station, malicious false alarm	No
715	Local alarm system, malicious false alarm	No
730	System malfunction, other	No
731	Sprinkler activation due to malfunction	No
733	Smoke detector activation due to malfunction	No
734	Heat detector activation due to malfunction	No
735	Alarm system sounded due to malfunction	No
736	CO detector activation due to malfunction	No
740	Unintentional transmission of alarm, other	No
740	Sprinkler activation, no fire - unintentional	No
743	Smoke detector activation, no fire - unintentional	No
744	Detector activation, no fire - unintentional	No
745	Alarm system sounded, no fire - unintentional	No
746	Carbon monoxide detector activation, no CO	No
813	Wind storm, tornado/hurricane assessment	No
814	Lightning strike (no fire)	No
900	Special type of incident, other	No

APPENDIX B

FIXED PROPERTY USE CODES

APPENDIX B

FIXED PROPERTY USE CODES

Code	Description	Hazard Class Assigned
100	Assembly, other	Not Used
110	Fixed use recreation places, other	Hazard Class 5
120	Variable use amusement, recreation places	Hazard Class 5
121	Ballroom, gymnasium	Hazard Class 7
124	Playground	Hazard Class 7
129	Amusement center: indoor/outdoor	Hazard Class 5
130	Places of worship, funeral parlors	Hazard Class 6
131	Church, mosque, synagogue, temple, chapel	Hazard Class 6
134	Funeral parlor	Hazard Class 6
141	Athletic/health club	Hazard Class 7
142	Clubhouse	Hazard Class 7
150	Public or government, other	Hazard Class 6
151	Library	Hazard Class 7
155	Courthouse	Hazard Class 6
160	Eating, drinking places	Hazard Class 5
161	Restaurant or cafeteria	Hazard Class 5
162	Bar or nightclub	Hazard Class 5
173	Bus station	Hazard Class 4
183	Movie theater	Hazard Class 4
200	Educational, other	Hazard Class 7
210	Schools, non-adult	Hazard Class 7
211	Preschool	Hazard Class 7
213	Elementary school, including kindergarten	Hazard Class 7
215	High school/junior high school/middle school	Hazard Class 7
241	Adult education center, college classroom	Hazard Class 7
254	Day care, in commercial property	Hazard Class 7
300	Health care, detention, & correction, other	Hazard Class 7
311	24-hour care Nursing homes, 4 or more persons	Hazard Class 7
321	Mental retardation/development disability facility	Hazard Class 7
331	Hospital - medical or psychiatric	Hazard Class 7
332	Hospices	Hazard Class 7
340	Clinics, Doctors offices, hemodialysis centers	Hazard Class 6
341	Clinic, clinic-type infirmary	Hazard Class 6
342	Doctor, dentist or oral surgeon's office	Hazard Class 6
361	Jail, prison (not juvenile)	Hazard Class 7
365	Police station	Hazard Class 7
400	Residential, other	Hazard Class 7
419	1 or 2 family dwelling	Hazard Class 7
429	Multifamily dwellings	Hazard Class 7

Code	Description	Hazard Class Assigned
439	Boarding/rooming house, residential hotels	Hazard Class 7
449	Hotel/motel, commercial	Hazard Class 7
460	Dormitory type residence, other	Hazard Class 7
500	Mercantile, business, other	Hazard Class 4
511	Convenience store	Hazard Class 6
519	Food and beverage sales, grocery store	Hazard Class 4
529	Textile, wearing apparel sales	Hazard Class 4
549	Specialty shop	Hazard Class 4
557	Personal service, including barber & beauty shops	Hazard Class 4
559	Recreational, hobby, home repair sales, pet store	Hazard Class 4
571	Service station, gas station	Hazard Class 6
579	Motor vehicle or boat sales, services, repair	Hazard Class 4
580	General retail, other	Hazard Class 4
581	Department or discount store	Hazard Class 4
592	Bank	Hazard Class 7
593	Office: veterinary or research	Hazard Class 6
596	Post office or mailing firms	Hazard Class 6
599	Business office	Hazard Class 7
639	Communications center	Hazard Class 6
644	Gas distribution, pipeline, gas distribution	Hazard Class 6
647	Water utility	Hazard Class 6
669	Forest, timberland, woodland	Not Used
700	Manufacturing, processing	Hazard Class 5
800	Storage, other	Hazard Class 4
807	Outside material storage area	Not Used
808	Outbuilding or shed	Not Used
880	Vehicle storage, other	Hazard Class 6
882	Parking garage, general vehicle	Hazard Class 6
888	Fire station	Hazard Class 7
891	Warehouse	Hazard Class 4
898	Dock, marina, pier, wharf	Hazard Class 4
899	Residential or self storage units	Hazard Class 4
900	Outside or special property, other	Not Used
931	Open land or field	Not Used
935	Campsite with utilities	Hazard Class 7
936	Vacant lot	Not Used
940	Water area, other	Not Used
946	Lake, river, stream	Not Used
951	Railroad right of way	Not Used
960	Street, other	Not Used
961	Highway or divided highway	Not Used
962	Residential street, road or residential driveway	Not Used
963	Street or road in commercial area	Not Used

Code	Description	Hazard Class Assigned
981	Construction site	Not Used
984	Industrial plant yard - area	Hazard Class 6
985	Vehicle parking area	Not Used
000	Property Use, other	Not Used
NNN	None	Not Used
UUU	Undetermined	Not Used

APPENDIX C

IMPROVEMENT CODES AND HAZARD CLASSES

APPENDIX C

IMPROVEMENT CODES AND HAZARD CLASSES

BUC Code	Description	Hazard Class
0102	SINGLE FAMILY RESIDENTIAL CLASS II	HAZARD CLASS 7
0103	SINGLE FAMILY RESIDENTIAL CLASS III	HAZARD CLASS 7
0104	SINGLE FAMILY RESIDENTIAL CLASS IV	HAZARD CLASS 7
0120	TOWNHOUSE	HAZARD CLASS 7
0121	CLASS II TOWNHOUSE	HAZARD CLASS 7
0122	Townhouse Class III	HAZARD CLASS 7
0201	CLASS I MANUFACTURED HOME	HAZARD CLASS 7
0202	CLASS II MANUFACTURED HOME	HAZARD CLASS 7
0203	MANUFACTURED HOME	HAZARD CLASS 7
0310	MODERN APARTMENT COMPLEX	HAZARD CLASS 7
0314	Mid-Rise Apartment	HAZARD CLASS 7
0349	Multi-Family 11-49 Units	HAZARD CLASS 7
0400	CONDOMINIUM - RESIDENTIAL	HAZARD CLASS 7
0411	CONDOMINIUM - RETAIL	HAZARD CLASS 3-4
0417	CONDOMINIUM - OFFICE 1-3 FLOORS	HAZARD CLASS 7
0419	CONDOMINIUM - PROFESSIONAL BUILDING	HAZARD CLASS 7
0421	CONDOMINIUM - RESTAURANT	HAZARD CLASS 5
0448	CONDOMINIUM - WAREHOUSE	HAZARD CLASS 3-4
0499	CONDO - LAND ONLY	NOT USED
0600	RETIREMENT HOMES	HAZARD CLASS 7
0805	5-UNIT DUPLEX	HAZARD CLASS 7
0812	DUPLEX	HAZARD CLASS 7
0813	TRIPLEX	HAZARD CLASS 7
0822	CLASS II DUPLEX	HAZARD CLASS 7
1004	Vacant Condo Site	HAZARD CLASS 7
1100	STORE 1 STORY	HAZARD CLASS 3-4
1105	Retail Multi-Tenant	HAZARD CLASS 3-4
1107	Retail Multi-Tenant II	HAZARD CLASS 3-4
1110	CONVENIENCE STORE	HAZARD CLASS 6
1115	Free Standing Retail	HAZARD CLASS 3-4
1120	Drug Store	HAZARD CLASS 6
1125	Big Box Rtl Small	HAZARD CLASS 3-4
1130	Big Box Retail Med	HAZARD CLASS 3-4
1135	Big Box Retail Large	HAZARD CLASS 3-4
1200	COMMERCIALLY CONVERTED SINGLE FAMILY RESIDENTIAL	HAZARD CLASS 7
1210	Store/Office/Res Class 2	HAZARD CLASS 7
1300	DEPARTMENT STORE	HAZARD CLASS 3-4
1400	SUPERMARKET	HAZARD CLASS 3-4
1500	SHOPPING CENTER REGIONAL	HAZARD CLASS 3-4

BUC Code	Description	Hazard Class
1600	SHOPPING CENTER LOCAL	HAZARD CLASS 3-4
1610	Neighborhood Center	HAZARD CLASS 3-4
1700	OFFICE 1 TO 3 STORY	HAZARD CLASS 7
1702	OFFICE 1 TO 3 STORY	HAZARD CLASS 7
1800	OFFICE 4 OR MORE STORIES	HAZARD CLASS 7
1900	PROFESSIONAL BUILDING	HAZARD CLASS 7
1910	CHILD CARE FACILITY	HAZARD CLASS 7
1911	Child Care Center Class II	HAZARD CLASS 7
2100	RESTAURANT	HAZARD CLASS 5
2200	CHAIN RESTAURANT	HAZARD CLASS 5
2300	FINANCIAL INSTITUTION	HAZARD CLASS 7
2704	Rv/Motorcycle Dealership	HAZARD CLASS 3-4
2705	Auto Sales - Used	HAZARD CLASS 3-4
2720	TIRE DEALER	HAZARD CLASS 3-4
2730	LUBE FACILITY	HAZARD CLASS 3-4
2740	VEHICLE REPAIR	HAZARD CLASS 3-4
2751	Car Wash Drive Thru	HAZARD CLASS 3-4
2752	Car Wash Automatic	HAZARD CLASS 3-4
2800	PARKING GARAGE	NOT USED
3000	GREENHOUSE	NOT USED
3200	THEATER, ENCLOSED	HAZARD CLASS 7
3400	RECREATION/CLUB BUILDING/MEETING	HAZARD CLASS 7
3800	GOLF COURSE	HAZARD CLASS 7
3910	AVERAGE HOTEL	HAZARD CLASS 7
4100	LIGHT MANUFACTURING	HAZARD CLASS 3-4
4400	PACKING PLANT/COLD STORAGE FREEZERS	HAZARD CLASS 5
4610	FOOD PROCESSING FREEZER	HAZARD CLASS 5
4800	WAREHOUSE	HAZARD CLASS 3-4
4807	Ind Warehouse II	HAZARD CLASS 3-4
4808	Ind Distribution I	HAZARD CLASS 3-4
4810	DISTRIBUTION WAREHOUSE	HAZARD CLASS 3-4
4820	Mini Warehouse	HAZARD CLASS 3-4
4825	Mini Warehouse	HAZARD CLASS 3-4
4830	TRUCK TERMINAL	HAZARD CLASS 3-4
4900	BARN/SHED	HAZARD CLASS 5
7100	CHURCH	HAZARD CLASS 6 INSTITUTIONAL
7200	SCHOOL/COLLEGE	HAZARD CLASS 7 INSTITUTIONAL
7400	HOME FOR THE AGED	HAZARD CLASS 7 INSTITUTIONAL
7600	MORTUARY	HAZARD CLASS 6 INSTITUTIONAL
7700	CLUB/LODGE/HALL	HAZARD CLASS 7 INSTITUTIONAL
8000	NOT USED	NOT USED
8300	PUBLIC SCHOOL	HAZARD CLASS 7 INSTITUTIONAL
8500	HOSPITAL	HAZARD CLASS 7 INSTITUTIONAL

BUC Code	Description	Hazard Class	
8600	COUNTY BUILDING	HAZARD CLASS 6	INSTITUTIONAL
8800	FEDERAL BUILDING	HAZARD CLASS 6	INSTITUTIONAL
8900	MUNICIPAL BUILDING	HAZARD CLASS 6	INSTITUTIONAL
9100	UTILITIES	HAZARD CLASS 6	

APPENDIX D
DOR CODES

APPENDIX D

DOR CODES

Code	Description
0000	VACANT
0100	SINGLE FAMILY
0200	MOBILE HOME
0300	MULTIFAMILY
0400	CONDOMINIUM
0500	COOPERATIVE
0600	RETIREMENT
0700	MISC. RESIDENCE
0800	MFR <10 UNITS
0900	COMMON AREA
1000	VACANT COMM
1100	STORES
1200	STORE/OFF/RES
1300	DEPT STORE
1400	SUPERMARKET
1500	SH CTR REGIONAL
1600	SH CTR CMMITY
1601	SH CTR NBHD
1700	OFFICE 1 STORY
1701	POST OFFICE
1800	OFF MULTISTORY
1900	PROF OFFICES
2000	AIRPORT
2100	RESTAURANT
2200	REST, DRIVE-IN
2300	FINANCIAL
2400	INSURANCE
2500	SERVICE SHOPS
2600	SERV STATIONS
2700	AUTO SALES
2800	PKG LOT (COMM)
2801	MOBILE HOME PARK
2900	WHOLESALE
3000	FLORIST
3100	DRV-IN THEATER
3200	THEATER
3300	NIGHT CLUBS
3400	BOWLING ALLEY
3500	TOURIST ATTRACTION
3600	CAMPS

Code	Description
3700	RACETRACK
3800	GOLF COURSE
3900	MOTEL
4000	VACANT INDUSTRIAL
4100	LIGHT MFG
4200	HEAVY MFG
4300	LUMBER YD/MILL
4400	PACKING
4500	BOTTLER
4600	FOOD PROCESSING
4700	MIN PROCESSING
4800	WAREH/DIST TERM
4900	OPEN STORAGE
5000	IMPROVED AGRI
5100	CROPSOIL CLASS1
5200	CROPSOIL CLASS2
5300	CROPSOIL CLASS3
5400	TMBR SI 90+
5500	TMBR SI 80-89
5600	TMBR SI 70-79
5700	TMBR SI 60-69
5800	TMBR SI 50-59
5900	TMBR NOT CLSSFD
6000	GRZGSOIL CLASS1
6100	GRZGSOIL CLASS2
6200	GRZGSOIL CLASS3
6300	GRZGSOIL CLASS4
6400	GRZGSOIL CLASS5
6500	GRZGSOIL CLASS6
6600	ORCHARD GROVES
6700	POUL/BEES/FISH
6800	DAIRIES/FEEDLTS
6900	ORN/MISC AGRI
7000	VACANT INSTITUTIONAL
7100	CHURCHES
7200	PRV SCHL/COLL
7300	PRV HOSPITAL
7400	NURSING HOME
7500	ORPHNG/NON-PROF
7600	MORT/CEMETERY
7700	CLB/LDG/UN HALL
7800	SANI/ REST HOME
7900	CULTURAL
8000	WATER MGT DIST

Code	Description
8100	MILITARY
8200	FOREST/PK/REC
8300	PUB CTY SCHOOL
8400	COLLEGE
8500	HOSPITAL
8600	CTY INC NONMUNI
8700	STATE
8800	FEDERAL
8900	MUNICIPAL
9000	LEASEHOLD INT
9100	UTILITY
9200	MING/PET/GASLND
9300	SUBSURF RIGHTS
9400	RIGHT-OF-WAY
9500	RIVERS/LAKES
9600	SEWG/WASTE LAND
9700	OUTDR REC/PK LD
9800	CENTRALLY ASSD
9900	ACRG NOT ZND AG
9999	EXEMPT

APPENDIX E

FIRE PROTECTION UNIT ASSIGNMENTS

APPENDIX E

FIRE PROTECTION UNIT ASSIGNMENTS

Square Foot Tier	Min Sq Ft	Max Sq Ft	Fire Protection Units	Net Fire Protection Units
CLASS 7 TIER 1	100	1199	1	0.9847
CLASS 7 TIER 2	1200	1999	1.5	1.4771
CLASS 7 TIER 3	2000	3099	2	1.9694
CLASS 7 TIER 4	3100	4499	2.5	2.4618
CLASS 7 TIER 5	4500	6099	3	2.9541
CLASS 7 TIER 6	6100	7999	3.5	3.4465
CLASS 7 TIER 7	8000	9999	4	3.9388
CLASS 7 TIER 8	10000	12399	4.5	4.4312
CLASS 7 TIER 9	12400	14999	5	4.9235
CLASS 7 TIER 10	15000	17799	5.5	5.4159
CLASS 7 TIER 11	17800	20899	6	5.9082
CLASS 7 TIER 12	20900	24199	6.5	6.4006
CLASS 7 TIER 13	24200	27799	7	6.8929
CLASS 7 TIER 14	27800	31699	7.5	7.3853
CLASS 7 TIER 15	31700	35699	8	7.8776
CLASS 7 TIER 16	35700	39999	8.5	8.3700
CLASS 7 TIER 17	40000	44599	9	8.8623
CLASS 7 TIER 18	44600	49399	9.5	9.3547
CLASS 7 TIER 19	49400	54499	10	9.8470
CLASS 7 TIER 20	54500	59799	10.5	10.3394
CLASS 7 TIER 21	59800	65399	11	10.8317
CLASS 7 TIER 22	65400	71199	11.5	11.3241
CLASS 7 TIER 23	71200	77199	12	11.8164
CLASS 7 TIER 24	77200	83499	12.5	12.3088
CLASS 7 TIER 25	83500	89999	13	12.8011
CLASS 7 TIER 26	90000	96799	13.5	13.2935
CLASS 7 TIER 27	96800	103899	14	13.7858
CLASS 7 TIER 28	103900	111199	14.5	14.2782
CLASS 7 TIER 29	111200	118699	15	14.7705
CLASS 7 TIER 30	118700	126499	15.5	15.2629
CLASS 7 TIER 31	126500	134499	16	15.7552
CLASS 7 TIER 32	134500	142799	16.5	16.2476
CLASS 7 TIER 33	142800	151299	17	16.7399
CLASS 7 TIER 34	151300	159999	17.5	17.2323
CLASS 7 TIER 35	160000	169099	18	17.7246
CLASS 7 TIER 36	169100	178299	18.5	18.2170
CLASS 7 TIER 37	178300	187799	19	18.7093
CLASS 7 TIER 38	187800	197599	19.5	19.2017
CLASS 7 TIER 39	197600	207599	20	19.6940
CLASS 7 TIER 40	207600	217799	20.5	20.1864
CLASS 7 TIER 41	217800	228299	21	20.6787
CLASS 7 TIER 42	228300	239099	21.5	21.1711

Square Foot Tier	Min Sq Ft	Max Sq Ft	Fire Protection Units	Net Fire Protection Units
CLASS 7 TIER 43	239100	249999	22	21.6634
CLASS 7 TIER 44	250000	261299	22.5	22.1558
CLASS 7 TIER 45	261300	272799	23	22.6481
CLASS 7 TIER 46	272800	284499	23.5	23.1405
CLASS 7 TIER 47	284500	296499	24	23.6328
CLASS 7 TIER 48	296500	308699	24.5	24.1252
CLASS 7 TIER 49	308700	321199	25	24.6175
CLASS 7 TIER 50	321200	333899	25.5	25.1099
CLASS 7 TIER 51	333900	346799	26	25.6022
CLASS 7 TIER 52	346800	359999	26.5	26.0946
CLASS 7 TIER 53	360000	373499	27	26.5869
CLASS 7 TIER 54	373500	387199	27.5	27.0793
CLASS 7 TIER 55	387200	401199	28	27.5716
CLASS 7 TIER 56	401200	415399	28.5	28.0640
CLASS 7 TIER 57	415400	429799	29	28.5563
CLASS 7 TIER 58	429800	444499	29.5	29.0487
CLASS 7 TIER 59	444500	459399	30	29.5410
CLASS 7 TIER 60	459400	474599	30.5	30.0334
CLASS 7 TIER 61	474600	489999	31	30.5257
CLASS 7 TIER 62	490000	505699	31.5	31.0181
CLASS 7 TIER 63	505700	521699	32	31.5104
CLASS 7 TIER 64	521700	537799	32.5	32.0028
CLASS 7 TIER 65	537800	554199	33	32.4951
CLASS 7 TIER 66	554200	570899	33.5	32.9875
CLASS 7 TIER 67	570900	587799	34	33.4798
CLASS 7 TIER 68	587800	604999	34.5	33.9722
CLASS 7 TIER 69	605000	622399	35	34.4645
CLASS 7 TIER 70	622400	639999	35.5	34.9569
CLASS 7 TIER 71	640000	657999	36	35.4492
CLASS 7 TIER 72	658000	676099	36.5	35.9416
CLASS 7 TIER 73	676100	694499	37	36.4339
CLASS 7 TIER 74	694500	713099	37.5	36.9263
CLASS 7 TIER 75	713100	731999	38	37.4186
CLASS 7 TIER 76	732000	751199	38.5	37.9110
CLASS 7 TIER 77	751200	770499	39	38.4033
CLASS 7 TIER 78	770500	790199	39.5	38.8957
CLASS 7 TIER 79	790200	999999999	40	39.3880
CLASS 6 TIER 1	100	899	1	1.6803
CLASS 6 TIER 2	900	1599	1.5	2.5205
CLASS 6 TIER 3	1600	2499	2	3.3606
CLASS 6 TIER 4	2500	3499	2.5	4.2008
CLASS 6 TIER 5	3500	4799	3	5.0409
CLASS 6 TIER 6	4800	6199	3.5	5.8811
CLASS 6 TIER 7	6200	7799	4	6.7212
CLASS 6 TIER 8	7800	9699	4.5	7.5614
CLASS 6 TIER 9	9700	11699	5	8.4015

Square Foot Tier	Min Sq Ft	Max Sq Ft	Fire Protection Units	Net Fire Protection Units
CLASS 6 TIER 10	11700	13899	5.5	9.2417
CLASS 6 TIER 11	13900	16299	6	10.0818
CLASS 6 TIER 12	16300	18899	6.5	10.9220
CLASS 6 TIER 13	18900	21699	7	11.7621
CLASS 6 TIER 14	21700	24699	7.5	12.6023
CLASS 6 TIER 15	24700	27799	8	13.4424
CLASS 6 TIER 16	27800	31199	8.5	14.2826
CLASS 6 TIER 17	31200	34699	9	15.1227
CLASS 6 TIER 18	34700	38499	9.5	15.9629
CLASS 6 TIER 19	38500	42399	10	16.8030
CLASS 6 TIER 20	42400	46599	10.5	17.6432
CLASS 6 TIER 21	46600	50899	11	18.4833
CLASS 6 TIER 22	50900	55399	11.5	19.3235
CLASS 6 TIER 23	55400	60099	12	20.1636
CLASS 6 TIER 24	60100	64999	12.5	21.0038
CLASS 6 TIER 25	65000	70099	13	21.8439
CLASS 6 TIER 26	70100	75399	13.5	22.6841
CLASS 6 TIER 27	75400	80899	14	23.5242
CLASS 6 TIER 28	80900	86599	14.5	24.3644
CLASS 6 TIER 29	86600	92399	15	25.2045
CLASS 6 TIER 30	92400	98499	15.5	26.0447
CLASS 6 TIER 31	98500	104699	16	26.8848
CLASS 6 TIER 32	104700	111199	16.5	27.7250
CLASS 6 TIER 33	111200	117799	17	28.5651
CLASS 6 TIER 34	117800	124599	17.5	29.4053
CLASS 6 TIER 35	124600	131599	18	30.2454
CLASS 6 TIER 36	131600	138799	18.5	31.0856
CLASS 6 TIER 37	138800	146199	19	31.9257
CLASS 6 TIER 38	146200	153799	19.5	32.7659
CLASS 6 TIER 39	153800	161599	20	33.6060
CLASS 6 TIER 40	161600	169599	20.5	34.4462
CLASS 6 TIER 41	169600	177799	21	35.2863
CLASS 6 TIER 42	177800	186099	21.5	36.1265
CLASS 6 TIER 43	186100	194699	22	36.9666
CLASS 6 TIER 44	194700	203399	22.5	37.8068
CLASS 6 TIER 45	203400	212399	23	38.6469
CLASS 6 TIER 46	212400	221499	23.5	39.4871
CLASS 6 TIER 47	221500	230799	24	40.3272
CLASS 6 TIER 48	230800	240299	24.5	41.1674
CLASS 6 TIER 49	240300	249999	25	42.0075
CLASS 6 TIER 50	250000	259899	25.5	42.8477
CLASS 6 TIER 51	259900	269999	26	43.6878
CLASS 6 TIER 52	270000	280299	26.5	44.5280
CLASS 6 TIER 53	280300	290799	27	45.3681
CLASS 6 TIER 54	290800	301499	27.5	46.2083
CLASS 6 TIER 55	301500	312299	28	47.0484

Square Foot Tier	Min Sq Ft	Max Sq Ft	Fire Protection Units	Net Fire Protection Units
CLASS 6 TIER 56	312300	323399	28.5	47.8886
CLASS 6 TIER 57	323400	334599	29	48.7287
CLASS 6 TIER 58	334600	346099	29.5	49.5689
CLASS 6 TIER 59	346100	357699	30	50.4090
CLASS 6 TIER 60	357700	369499	30.5	51.2492
CLASS 6 TIER 61	369500	381499	31	52.0893
CLASS 6 TIER 62	381500	393699	31.5	52.9295
CLASS 6 TIER 63	393700	406099	32	53.7696
CLASS 6 TIER 64	406100	418699	32.5	54.6098
CLASS 6 TIER 65	418700	431499	33	55.4499
CLASS 6 TIER 66	431500	444499	33.5	56.2901
CLASS 6 TIER 67	444500	457699	34	57.1302
CLASS 6 TIER 68	457700	470999	34.5	57.9704
CLASS 6 TIER 69	471000	484599	35	58.8105
CLASS 6 TIER 70	484600	498299	35.5	59.6507
CLASS 6 TIER 71	498300	512299	36	60.4908
CLASS 6 TIER 72	512300	526399	36.5	61.3310
CLASS 6 TIER 73	526400	540699	37	62.1711
CLASS 6 TIER 74	540700	555199	37.5	63.0113
CLASS 6 TIER 75	555200	569899	38	63.8514
CLASS 6 TIER 76	569900	584799	38.5	64.6916
CLASS 6 TIER 77	584800	599899	39	65.5317
CLASS 6 TIER 78	599900	615199	39.5	66.3719
CLASS 6 TIER 79	615200	999999999	40	67.2120
CLASS 5 TIER 1	100	699	1	1.6238
CLASS 5 TIER 2	700	1199	1.5	2.4357
CLASS 5 TIER 3	1200	1799	2	3.2476
CLASS 5 TIER 4	1800	2499	2.5	4.0595
CLASS 5 TIER 5	2500	3499	3	4.8714
CLASS 5 TIER 6	3500	4499	3.5	5.6833
CLASS 5 TIER 7	4500	5699	4	6.4952
CLASS 5 TIER 8	5700	6999	4.5	7.3071
CLASS 5 TIER 9	7000	8499	5	8.1190
CLASS 5 TIER 10	8500	9999	5.5	8.9309
CLASS 5 TIER 11	10000	11799	6	9.7428
CLASS 5 TIER 12	11800	13699	6.5	10.5547
CLASS 5 TIER 13	13700	15699	7	11.3666
CLASS 5 TIER 14	15700	17799	7.5	12.1785
CLASS 5 TIER 15	17800	20099	8	12.9904
CLASS 5 TIER 16	20100	22499	8.5	13.8023
CLASS 5 TIER 17	22500	25099	9	14.6142
CLASS 5 TIER 18	25100	27799	9.5	15.4261
CLASS 5 TIER 19	27800	30699	10	16.2380
CLASS 5 TIER 20	30700	33699	10.5	17.0499
CLASS 5 TIER 21	33700	36799	11	17.8618
CLASS 5 TIER 22	36800	39999	11.5	18.6737

Square Foot Tier	Min Sq Ft	Max Sq Ft	Fire Protection Units	Net Fire Protection Units
CLASS 5 TIER 23	40000	43499	12	19.4856
CLASS 5 TIER 24	43500	46999	12.5	20.2975
CLASS 5 TIER 25	47000	50699	13	21.1094
CLASS 5 TIER 26	50700	54499	13.5	21.9213
CLASS 5 TIER 27	54500	58499	14	22.7332
CLASS 5 TIER 28	58500	62499	14.5	23.5451
CLASS 5 TIER 29	62500	66799	15	24.3570
CLASS 5 TIER 30	66800	71199	15.5	25.1689
CLASS 5 TIER 31	71200	75699	16	25.9808
CLASS 5 TIER 32	75700	80299	16.5	26.7927
CLASS 5 TIER 33	80300	85099	17	27.6046
CLASS 5 TIER 34	85100	89999	17.5	28.4165
CLASS 5 TIER 35	90000	95099	18	29.2284
CLASS 5 TIER 36	95100	100299	18.5	30.0403
CLASS 5 TIER 37	100300	105699	19	30.8522
CLASS 5 TIER 38	105700	111199	19.5	31.6641
CLASS 5 TIER 39	111200	116799	20	32.4760
CLASS 5 TIER 40	116800	122499	20.5	33.2879
CLASS 5 TIER 41	122500	128499	21	34.0998
CLASS 5 TIER 42	128500	134499	21.5	34.9117
CLASS 5 TIER 43	134500	140699	22	35.7236
CLASS 5 TIER 44	140700	146999	22.5	36.5355
CLASS 5 TIER 45	147000	153499	23	37.3474
CLASS 5 TIER 46	153500	159999	23.5	38.1593
CLASS 5 TIER 47	160000	166799	24	38.9712
CLASS 5 TIER 48	166800	173699	24.5	39.7831
CLASS 5 TIER 49	173700	180699	25	40.5950
CLASS 5 TIER 50	180700	187799	25.5	41.4069
CLASS 5 TIER 51	187800	195099	26	42.2188
CLASS 5 TIER 52	195100	202499	26.5	43.0307
CLASS 5 TIER 53	202500	210099	27	43.8426
CLASS 5 TIER 54	210100	217799	27.5	44.6545
CLASS 5 TIER 55	217800	225699	28	45.4664
CLASS 5 TIER 56	225700	233699	28.5	46.2783
CLASS 5 TIER 57	233700	241799	29	47.0902
CLASS 5 TIER 58	241800	249999	29.5	47.9021
CLASS 5 TIER 59	250000	258499	30	48.7140
CLASS 5 TIER 60	258500	266999	30.5	49.5259
CLASS 5 TIER 61	267000	275699	31	50.3378
CLASS 5 TIER 62	275700	284499	31.5	51.1497
CLASS 5 TIER 63	284500	293499	32	51.9616
CLASS 5 TIER 64	293500	302499	32.5	52.7735
CLASS 5 TIER 65	302500	311799	33	53.5854
CLASS 5 TIER 66	311800	321199	33.5	54.3973
CLASS 5 TIER 67	321200	330699	34	55.2092
CLASS 5 TIER 68	330700	340299	34.5	56.0211

Square Foot Tier	Min Sq Ft	Max Sq Ft	Fire Protection Units	Net Fire Protection Units
CLASS 5 TIER 69	340300	350099	35	56.8330
CLASS 5 TIER 70	350100	359999	35.5	57.6449
CLASS 5 TIER 71	360000	370099	36	58.4568
CLASS 5 TIER 72	370100	380299	36.5	59.2687
CLASS 5 TIER 73	380300	390699	37	60.0806
CLASS 5 TIER 74	390700	401199	37.5	60.8925
CLASS 5 TIER 75	401200	411799	38	61.7044
CLASS 5 TIER 76	411800	422499	38.5	62.5163
CLASS 5 TIER 77	422500	433499	39	63.3282
CLASS 5 TIER 78	433500	444499	39.5	64.1401
CLASS 5 TIER 79	444500	999999999	40	64.9520
CLASS 3-4 TIER 1	100	499	1	1.0813
CLASS 3-4 TIER 2	500	899	1.5	1.6220
CLASS 3-4 TIER 3	900	1399	2	2.1626
CLASS 3-4 TIER 4	1400	1899	2.5	2.7033
CLASS 3-4 TIER 5	1900	2599	3	3.2439
CLASS 3-4 TIER 6	2600	3399	3.5	3.7846
CLASS 3-4 TIER 7	3400	4299	4	4.3252
CLASS 3-4 TIER 8	4300	5299	4.5	4.8659
CLASS 3-4 TIER 9	5300	6399	5	5.4065
CLASS 3-4 TIER 10	6400	7599	5.5	5.9472
CLASS 3-4 TIER 11	7600	8899	6	6.4878
CLASS 3-4 TIER 12	8900	10299	6.5	7.0285
CLASS 3-4 TIER 13	10300	11899	7	7.5691
CLASS 3-4 TIER 14	11900	13499	7.5	8.1098
CLASS 3-4 TIER 15	13500	15199	8	8.6504
CLASS 3-4 TIER 16	15200	17099	8.5	9.1911
CLASS 3-4 TIER 17	17100	18999	9	9.7317
CLASS 3-4 TIER 18	19000	21099	9.5	10.2724
CLASS 3-4 TIER 19	21100	23199	10	10.8130
CLASS 3-4 TIER 20	23200	25499	10.5	11.3537
CLASS 3-4 TIER 21	25500	27799	11	11.8943
CLASS 3-4 TIER 22	27800	30299	11.5	12.4350
CLASS 3-4 TIER 23	30300	32899	12	12.9756
CLASS 3-4 TIER 24	32900	35499	12.5	13.5163
CLASS 3-4 TIER 25	35500	38299	13	14.0569
CLASS 3-4 TIER 26	38300	41199	13.5	14.5976
CLASS 3-4 TIER 27	41200	44199	14	15.1382
CLASS 3-4 TIER 28	44200	47299	14.5	15.6789
CLASS 3-4 TIER 29	47300	50499	15	16.2195
CLASS 3-4 TIER 30	50500	53799	15.5	16.7602
CLASS 3-4 TIER 31	53800	57199	16	17.3008
CLASS 3-4 TIER 32	57200	60799	16.5	17.8415
CLASS 3-4 TIER 33	60800	64399	17	18.3821
CLASS 3-4 TIER 34	64400	68099	17.5	18.9228
CLASS 3-4 TIER 35	68100	71899	18	19.4634

Square Foot Tier	Min Sq Ft	Max Sq Ft	Fire Protection Units	Net Fire Protection Units
CLASS 3-4 TIER 36	71900	75899	18.5	20.0041
CLASS 3-4 TIER 37	75900	79899	19	20.5447
CLASS 3-4 TIER 38	79900	84099	19.5	21.0854
CLASS 3-4 TIER 39	84100	88299	20	21.6260
CLASS 3-4 TIER 40	88300	92699	20.5	22.1667
CLASS 3-4 TIER 41	92700	97099	21	22.7073
CLASS 3-4 TIER 42	97100	101699	21.5	23.2480
CLASS 3-4 TIER 43	101700	106399	22	23.7886
CLASS 3-4 TIER 44	106400	111199	22.5	24.3293
CLASS 3-4 TIER 45	111200	115999	23	24.8699
CLASS 3-4 TIER 46	116000	120999	23.5	25.4106
CLASS 3-4 TIER 47	121000	126099	24	25.9512
CLASS 3-4 TIER 48	126100	131299	24.5	26.4919
CLASS 3-4 TIER 49	131300	136599	25	27.0325
CLASS 3-4 TIER 50	136600	141999	25.5	27.5732
CLASS 3-4 TIER 51	142000	147499	26	28.1138
CLASS 3-4 TIER 52	147500	153199	26.5	28.6545
CLASS 3-4 TIER 53	153200	158899	27	29.1951
CLASS 3-4 TIER 54	158900	164699	27.5	29.7358
CLASS 3-4 TIER 55	164700	170699	28	30.2764
CLASS 3-4 TIER 56	170700	176699	28.5	30.8171
CLASS 3-4 TIER 57	176700	182799	29	31.3577
CLASS 3-4 TIER 58	182800	189099	29.5	31.8984
CLASS 3-4 TIER 59	189100	195399	30	32.4390
CLASS 3-4 TIER 60	195400	201899	30.5	32.9797
CLASS 3-4 TIER 61	201900	208499	31	33.5203
CLASS 3-4 TIER 62	208500	215099	31.5	34.0610
CLASS 3-4 TIER 63	215100	221899	32	34.6016
CLASS 3-4 TIER 64	221900	228799	32.5	35.1423
CLASS 3-4 TIER 65	228800	235799	33	35.6829
CLASS 3-4 TIER 66	235800	242899	33.5	36.2236
CLASS 3-4 TIER 67	242900	249999	34	36.7642
CLASS 3-4 TIER 68	250000	257299	34.5	37.3049
CLASS 3-4 TIER 69	257300	264799	35	37.8455
CLASS 3-4 TIER 70	264800	272299	35.5	38.3862
CLASS 3-4 TIER 71	272300	279899	36	38.9268
CLASS 3-4 TIER 72	279900	287599	36.5	39.4675
CLASS 3-4 TIER 73	287600	295399	37	40.0081
CLASS 3-4 TIER 74	295400	303299	37.5	40.5488
CLASS 3-4 TIER 75	303300	311399	38	41.0894
CLASS 3-4 TIER 76	311400	319499	38.5	41.6301
CLASS 3-4 TIER 77	319500	327799	39	42.1707
CLASS 3-4 TIER 78	327800	336099	39.5	42.7114
CLASS 3-4 TIER 79	336100	999999999	40	43.2520

APPENDIX F
FORM OF NOTICE TO BE PUBLISHED

To Be Published by June 24, 2025

**NOTICE OF HEARING TO IMPOSE AND PROVIDE FOR COLLECTION
OF FIRE PROTECTION SPECIAL ASSESSMENTS**

Notice is hereby given that the City Commission of the City of Ocoee, Florida will conduct a public hearing to consider the imposition of annual fire protection special assessments for the provision of fire protection services within the City and collection of these assessments pursuant to the tax bill collection method.

The hearing will be held at 6:15 p.m. on July 15, 2025, in the City Commission Chambers, 1 N. Bluford Avenue, Ocoee, Florida, for the purpose of receiving public comment on the proposed assessments. All affected property owners have a right to appear at the hearing and to file written objections with the City within 20 days of this notice. If a person decides to appeal any decision made by the City Commission with respect to any matter considered at the hearing, such person will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should call the City Clerk at (407) 905-3105, at least 48 hours prior to the date of the hearing.

The assessment for each parcel of property will be based upon each parcel's classification and the total number of fire protection units attributed to that parcel. The proposed fire protection assessment rate schedule for the Fiscal Year beginning October 1, 2025 and future fiscal years is \$139.23 per Net Fire Protection Unit.

Copies of the Fire Protection Assessment Ordinance, the Amended and Restated Initial Assessment Resolution for Fire Protection Services and the preliminary

Assessment Roll are available for inspection in the City Clerk located at 1 N. Bluford Avenue, Ocoee, Florida.

The fire protection service non-ad valorem assessment will be collected on the annual ad valorem tax bill mailed in November of each year that the assessment is imposed. Failure to pay the assessment will cause a tax certificate to be issued against the property in accordance with the provisions of Florida law, which may result in a loss of title. Unless proper steps are initiated in a court of competent jurisdiction to secure relief within 20 days from the date of City Commission action at the above hearing (including the method of apportionment, the rate of assessment, and the imposition of assessments), such action shall be the final adjudication of the issues presented.

If you have any questions regarding the fire services special assessment please contact the City Clerk at (407) 905-3105, Monday through Friday between 8:00 a.m. and 5:00 p.m.

[INSERT MAP OF THE CITY]

**CITY COMMISSION
CITY OF OCOEE, FLORIDA**

APPENDIX G

FORM OF NOTICE TO BE MAILED

**APPENDIX G
FORM OF NOTICE TO BE MAILED**

* * * THIS IS NOT A BILL * * *

City of Ocoee
Special Assessments
1 N. Bluford Avenue
Ocoee, FL 34761

CITY OF OCOEE, FLORIDA
NOTICE OF PUBLIC HEARING
TO IMPOSE AND PROVIDE FOR COLLECTION OF
FIRE PROTECTION NON-AD VALOREM ASSESSMENTS
NOTICE DATE: JUNE 24, 2025

«OwnerName»
«OwnerAdd1»
«City» <State> <Zip>

Parcel Tax ID: «PID»
Sequence Number: «SeqPrefix»«SeqNum»
Legal: <LegalDesc>

*** * * * NOTICE TO PROPERTY OWNER * * * ***

As required by Section 197.3632, Florida Statutes, notice is given by the City of Ocoee that an annual assessment for fire protection services using the tax bill collection method, may be levied on your property for the fiscal year October 1, 2025 - September 30, 2026 and future fiscal years. The purpose of this assessment is to fund fire protection services benefiting property located within the incorporated areas of City of Ocoee. The total annual Fire Protection Assessment revenue to be collected within the City of Ocoee is estimated to be \$4,496,156.00. The annual fire protection assessment is based on the classification of each building on each parcel of property and number of billing units contained therein.

Type and Number of Billing Units	Fiscal Year 25-26 Assessment
[ParcelUnit][UnitDesc]	[Charge]
[ParcelUnit][UnitDesc]	[Charge]
[ParcelUnit][UnitDesc]	[Charge]
[ParcelUnit][UnitDesc]	[Charge]
[ParcelUnit][UnitDesc]	[Charge]
[ParcelUnit][UnitDesc]	[Charge]
[ParcelUnit][UnitDesc]	[Charge]
Total Assessment	\$(SumofBld)

The maximum annual Fire Protection Assessment that can be imposed without further notice for Fiscal Year 2025-26 and future fiscal years for the above parcel is \$_____.

A public hearing will be held at 6:15 p.m. on July 15, 2025, in the City Commission Chambers, 1 N. Bluford Avenue, Ocoee, Florida for the purpose of receiving public comment on the proposed assessments. You and all other affected property owners have a right to appear at the hearing and to file written objections with the City Commission within 20 days of this notice. If you decide to appeal any decision made by the City Commission with respect to any matter considered at the hearing, you will need a record of the proceedings and may need to ensure that a verbatim record is made, including the testimony and evidence upon which the appeal is to be made.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation or an interpreter to participate in this proceeding should call (407) 905-3105, at least 48 hours prior to the date of the hearing.

Unless proper steps are initiated in a court of competent jurisdiction to secure relief within 20 days from the date of City Commission action at the above hearing (including the method of apportionment, the rate of assessment and the imposition of assessments), such action shall be the final adjudication of the issues presented.

Copies of the Fire Protection Assessment Ordinance, the Amended and Restated Initial Assessment Resolution and the preliminary assessment roll are available for inspection at the City Clerk, located at 1 N. Bluford Avenue, Ocoee, Florida.

Both the fire protection service non-ad valorem assessment amount shown on this notice and the ad valorem taxes for the above parcel will be collected on the ad valorem tax bill mailed in November of each year the assessment is imposed, as authorized by Section 197.3632, Florida Statutes. Failure to pay the assessments will cause a tax certificate to be issued against the property which may result in a loss of title.

If there is a mistake on this notice, it will be corrected. Should you have any questions regarding the fire services special assessment please contact the City Clerk at (407) 905-3105, Monday through Friday between 8:00 a.m. and 5:00 p.m.

APPENDIX H

FIRE FLOW MITIGATION CREDIT POLICY

Fire Protection Assessment Fire Flow Mitigation Credit Policy

Eligibility:

Parcels subject to a fire protection assessment may be granted a fire flow mitigation credit applied to the Net Fire Protection Units calculated for the buildings located on the parcel based on one of the following factors:

1. Parcels containing buildings equipped with an automatic sprinkler which is approved by the City and installed, inspected, monitored, and maintained in accordance with the State of Florida's adopted standards ("Certified Fire Sprinkler Systems"). Property owner must provide proof of proper operation and maintenance annually to receive credit.
2. Parcels containing buildings equipped with automatic fire suppression systems employing fire suppression agents other than water, as approved by the City and installed, inspected, monitored and maintained in accordance with applicable standards ("Certified Fire Suppression Systems"). Property owner must provide proof of proper operation and maintenance annually to receive credit.
3. Parcels containing buildings that are otherwise designed to be more fire resistant due to unique building construction. Property owner must provide proof annually of any alterations to the structure which could impact the fire resistant construction measures.

No parcel shall receive more than a 40% reduction in the Net Fire Protection Units assigned to the buildings contained on the parcel for one or all of these factors, and fire flow mitigation credits will be granted to property owners only.

Rationale:

Credits may be granted to parcels whose fire flow impacts on the City's Fire Department (in terms of Net Fire Protection Units) are mitigated by a properly designed, functioning and fully automated Certified Fire Sprinkler System, Certified Fire Suppression System or contain buildings that are otherwise designed to be more fire resistant due to unique building construction. The basis for these credits is as follows:

- 1) Parcels that contain buildings equipped with a Certified Fire Sprinkler System may require less fire flow capacity to be provided by the City which may offset some of the costs which might otherwise be borne by the City.
 - a) NFPA 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting (2022 edition), encourages the use of systems, methods, or devices of equivalent or superior quality, strength, fire resistance, effectiveness, durability, and safety in place of those prescribed by the standard; provided technical documentation is submitted to the City to demonstrate equivalency and the system, method, or device is approved for the intended purpose.

- b) The City is permitted to reduce the water supply required for any building pursuant to NFPA 1142 for manual fire-fighting purposes when a structure is protected by an automatic sprinkler system that fully meets the requirements of NFPA 13, NFPA 13D or NFPA 13R.
 - c) Chapter 633, Florida Statutes and Florida Administrative Code Chapter 69A establish the State of Florida's standards for automatic fire sprinkler system installation and maintenance which are adhered to by the City.
 - d) A Certified Fire Sprinkler System provides built-in fire protection, lessening the fire suppression burden and the water supply need on the fire department.
- 2) Parcels that contain buildings equipped with a Certified Fire Suppression System may require less fire flow capacity to be provided by the City which may offset some of the costs which might otherwise be borne by the City.
- a) NFPA 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting (2022 edition), encourages the use of systems, methods, or devices of equivalent or superior quality, strength, fire resistance, effectiveness, durability, and safety in place of those prescribed by the standard; provided technical documentation is submitted to the City to demonstrate equivalency and the system, method, or device is approved for the intended purpose.
 - b) Chapter 633, Florida Statutes and Florida Administrative Code Chapter 69A establish the State of Florida's standards for fire suppression system installation and maintenance which are adhered to by the City.
 - c) For any building fully or partially protected by an automatic fire suppression system other than an automatic sprinkler system, the City shall determine the minimum water supply required for the building for fire-fighting purposes pursuant to NFPA 1142, Annex G or other applicable standards on an individual basis.
 - d) A Certified Fire Suppression System provides built-in fire protection, lessening the fire suppression burden and the water supply need on the fire department.
- 3) Parcels that contain buildings that are otherwise designed to be more fire resistant due to unique building construction require less fire flow capacity to be provided by the City which may offset some of the costs which might otherwise be borne by the City.
- a) Combustibility and fire resistance of the building itself greatly influence the development and spread of a fire and, to a large extent, determine the amount of water needed to control and extinguish a fire.
 - b) NFPA 220, Standard on Types of Building Construction (2022 edition) classifies construction types into five categories with different fire resistance ratings:
 - i) Type I and Type II: construction type in which fire walls, structural elements, walls, arches, floors and roofs are of approved non-combustible or limited combustible materials as defined in NFPA 220, 3.3.3 and 3.3.4.

- ii) Type III: construction type in which exterior walls and structural elements that are portions of exterior walls are of approved noncombustible or limited combustible materials, and in which fire walls, interior structural elements, walls, arches, floors and roofs are entirely or partially of wood of smaller dimensions than required for Type IV construction or are of approved noncombustible, limited combustible or other approved combustible materials.
 - iii) Type IV: construction type in which fire walls, exterior walls and interior bearing walls and structural elements that are portions of such walls are of approved noncombustible or limited combustible materials. Other interior structural elements, arches, floors and roofs shall be of solid or laminated wood without concealed spaces and shall comply with the allowable dimension pursuant to NFPA 220.
 - iv) Type V: construction type in which structural elements, walls, arches, floors and roofs are entirely or partially of wood or other approved material.
- c) Fire Resistive Construction is defined in NFPA 1142, G.4.1.1.1 as any building with 66 2/3 percent or more of the total wall area and 66 2/3 percent or more of the total floor and roof area defined as construction Type I.
- d) Noncombustible Construction is defined in NFPA 1142, G.4.1.1.2 as any building with 66 2/3 percent or more of the total wall area and 66 2/3 or more of the total floor and roof area defined as construction Types II and IV, or any building not meeting the definition of Fire Resistive Construction with 66 2/3 percent or more of the total wall area and 66 2/3 percent or more of the total floor and roof area constructed in two or more of construction Types I, II and IV, but with no single type itself equal to 66 2/3 percent or more of the total area.
- e) Ordinary Construction is defined in NFPA 1142, G.4.1.1.3 as any building not meeting the definitions of Fire Resistive Construction or Noncombustible Construction with 66 2/3 percent or more of the total wall area of construction Type III, or any building not qualifying under the definitions of Fire Resistive Construction or Noncombustible Construction with 66 2/3 percent or more of the total wall area and 66 2/3 percent or more of the total floor and roof area construction in two or more of construction Types I, II, III and IV, but with no single type itself equal to 66 2/3 percent or more of the total area.
- f) The Construction Class Coefficient is a series of numbers from 0.6 through 1.5 that are mathematical factors used in the formula to determine the total water supply requirements for a building pursuant to NFPA 1142, Annex G. The slowest burning or lowest hazard type of construction, fire-resistive, is construction classification 0.5. The fastest burning or highest hazard type of construction, wood frame, is construction classification 1.5.
- i) Fire Resistive Construction = 0.6
 - ii) Noncombustible Construction = 0.8
 - iii) Ordinary Construction = 1.0

iv) Wood Frame Construction = 1.5

4) It is in the City's interest to encourage the proper operation and maintenance and continued existence of Certified Fire Sprinkler Systems, Certified Fire Suppression Systems or construction of buildings that are otherwise designed to be more fire resistant due to unique building construction because the City receives benefits from the reduction in the need for fire flow in the form of reduced costs.

Mitigation Credits (Reduction in Net Fire Protection Units):

- 1) Parcels with Buildings Equipped with Certified Fire Sprinkler System: 20% reduction in Net Fire Protection Units assigned to the building
 - a) The credit for such parcels will be based upon the annual proof that the Certified Fire Sprinkler System within the building was installed and is maintained as outlined in all NFPA, City and State standards as appropriate.
 - b) The building must have been 100% occupied during the previous 12-month calendar year and show proof of occupancy such as utility services.
 - c) The building must be fully protected by the Certified Fire Sprinkler System, as defined by the NFPA sprinkler standards (NFPA 13, NFPA 13D, or NFPA 13R) in effect at the time of system installation or by current standards in effect for the applicable mitigation credit renewal period.
- 2) Parcels with Buildings Equipped with Certified Fire Suppression System: Reduction in Net Fire Protection Units assigned to the building to be determined by the City
 - a) The credit for such parcels will be based upon the City's determination of the reduction in the minimum water supply required for the building based on NFPA 1142, Annex G or other applicable standards provided by the proper operation of the Certified Fire Suppression System.
 - b) The credit for such parcels shall require annual proof that the Certified Fire Suppression System within the building was installed and is maintained as outlined in all NFPA, City and State standards as appropriate.
 - c) The building must have been 100% occupied during the previous 12-month calendar year and show proof of occupancy such as utility services.

3) Parcels with Buildings Designed for Additional Fire Resistance

- | | | |
|----|------------------------------|---|
| a) | Noncombustible Construction: | 20% reduction in Net Fire Protection Units assigned to the building |
|----|------------------------------|---|

The credit for such parcels will be based upon the City's initial determination that the building qualifies as Noncombustible Construction.

- | | | |
|----|------------------------------|---|
| b) | Fire Resistant Construction: | 40% reduction in Net Fire Protection Units assigned to the building |
|----|------------------------------|---|

The credit for such parcels will be based upon the City's initial determination that the building qualifies as Fire Resistant Construction.

- c) No credit will be granted for any building classified as Ordinary Construction or Wood Frame construction.

4) Parcels With Buildings Containing Multiple Fire Resistance Measures

- a) The credit for parcels employing more than one fire resistance measure will be based upon the greatest credit available herein, but only one credit will be granted for each building.
- b) No parcel shall receive a credit towards the Net Fire Protection Units assigned greater than 40%.

APPENDIX I

FIRE ASSESSMENT MEMORANDUM

City of Ocoee, Florida

Fire Assessment Memorandum

MAY 2025

Presented by:

Anser Advisory Consulting, LLC
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Introduction

Anser Advisory Consulting, LLC, formerly known as Government Services Group, Inc., (Anser) specializes in government finance and taxation issues by working with cities, counties, special districts and state agencies to develop unique funding and service delivery solutions for critical infrastructure and service needs. Anser has developed extensive experience in structuring and implementing alternative revenue sources in Florida.

The City of Ocoee (City) has entered into a professional services agreement with Anser to assist the City in updating the City's existing fire assessment program for Fiscal Year 2025-26 (Fire Assessment Project). This update is to (1) provide proforma budgets and assessment rates for Fiscal Year 2025-26 and (2) ensure continued legal defensibility related to recent legislation and case law decisions.

This document is the Fire Assessment Memorandum (Assessment Memorandum), which is one of the project deliverables specified in the scope of services.

The City currently imposes fire assessments within the incorporated area based on a prior study conducted by Anser in August 2013. The fire assessment rate imposed for Fiscal Year 2024-25 was \$69.50 per fire protection unit. This assessment rate generated approximately \$2,425,000 in revenue for Fiscal Year 2024-25.

The work effort to update the fire special assessment program required the calculation of assessment rates and classifications required to fully fund the identified assessable costs to provide fire services within the City for Fiscal Year 2025-26. However, the City has the choice of funding all or only a portion of the assessable costs based on policy direction. In addition, the work effort recorded in this Assessment Memorandum required the identification of the full costs of assessable fire services (minus all revenues) and the allocation of those costs to properties that specially benefit from the provision of such fire services.

OBJECTIVES

The City retained Anser to update the City's existing fire services special assessment program that is capable of funding all of the assessable costs associated with providing fire services. The collection of the fire assessment using the property tax bill collection process is described in section 197.3632, Florida Statutes (Uniform Method). Because the fire assessment will be collected using the Uniform Method, the data available on the ad valorem tax roll was used to develop the Fiscal Year 2025-26 assessment program, as well as the subsequent years' programs.

The fire non-ad valorem assessments must meet the Florida case law requirements for a valid special assessment. These requirements include the following:

1. The service provided must confer a special benefit to the property being assessed; and
2. The costs assessed must be fairly and reasonably apportioned among the properties that receive the special benefit.

The work effort of this project required the evaluation of data obtained from the City to develop a fire assessment program that focuses upon the proposed Fiscal Year 2025-26 assessable cost calculations. The objectives of this effort were to:

- Determine the full costs of providing fire services within the City.
- Review such final cost determination with the City to determine which elements provide the requisite special benefit to the assessed properties.
- Determine the relative benefit anticipated to be derived by property classes within the City from the delivery of fire services.
- Recommend the fair and reasonable apportionment of assessable costs among benefited parcels within the City.
- Calculate assessment rates for Fiscal Year 2025-26 based on the Fiscal Year 2024-25 adopted budget.
- Ensure that the recommended assessment rates conform to the statutory requirements of the Uniform Method.

Service Description and Assessable Cost Calculations

SERVICE DELIVERY DESCRIPTION

The City of Ocoee's Fire Rescue Department facilities inventory is comprised of four fire rescue stations. Table 1 identifies the Fire Rescue Department's buildings/facilities inventory, as well as the corresponding physical location address for the facility.

Table 1
Fire Rescue Department Buildings/Facility Inventory

Station	Address
Station 25	563 S. Bluford Ave Ocoee, FL 34761
Station 26	1500 N. Clarke Rd Ocoee, FL 34761
Station 38	1910 Adair St Ocoee, FL 34761
Station 39	2500 Maguire Rd Ocoee, FL 34761

Source: City of Ocoee (2025)

The Fire Rescue Department provides standard fire suppression, advanced life support (ALS) emergency medical rescue services, hazmat response, state disaster response, emergency management and disaster preparedness, fire prevention, and safety education.

The City has an Automatic Aid agreement with Orange County for fire rescue services. The City also has an agreement for dispatch services with Orange County.

Additionally, the City has an agreement with the City of Windermere to provide fire protection services to their residents. The City is under contract, and is compensated, to provide these services.

Tables 2 through 5 outline the Fire Rescue Department's current service operations and service components. Table 2 outlines the Fire Rescue Department's organizational structure. Table 3 describes the normal staffing for each apparatus. This information is used in the development of the Administrative Factor, as further discussed in the "Development of Factors" section of this Assessment Memorandum.

Table 4 lists the location and the fire flow/pumping capacity of the Fire Rescue Department's apparatus. This information is used to determine the square footage cap for non-residential properties. Table 5 details the Fire Rescue Department's response protocol.

Table 2
City of Ocoee Fire Rescue Department Organizational Chart

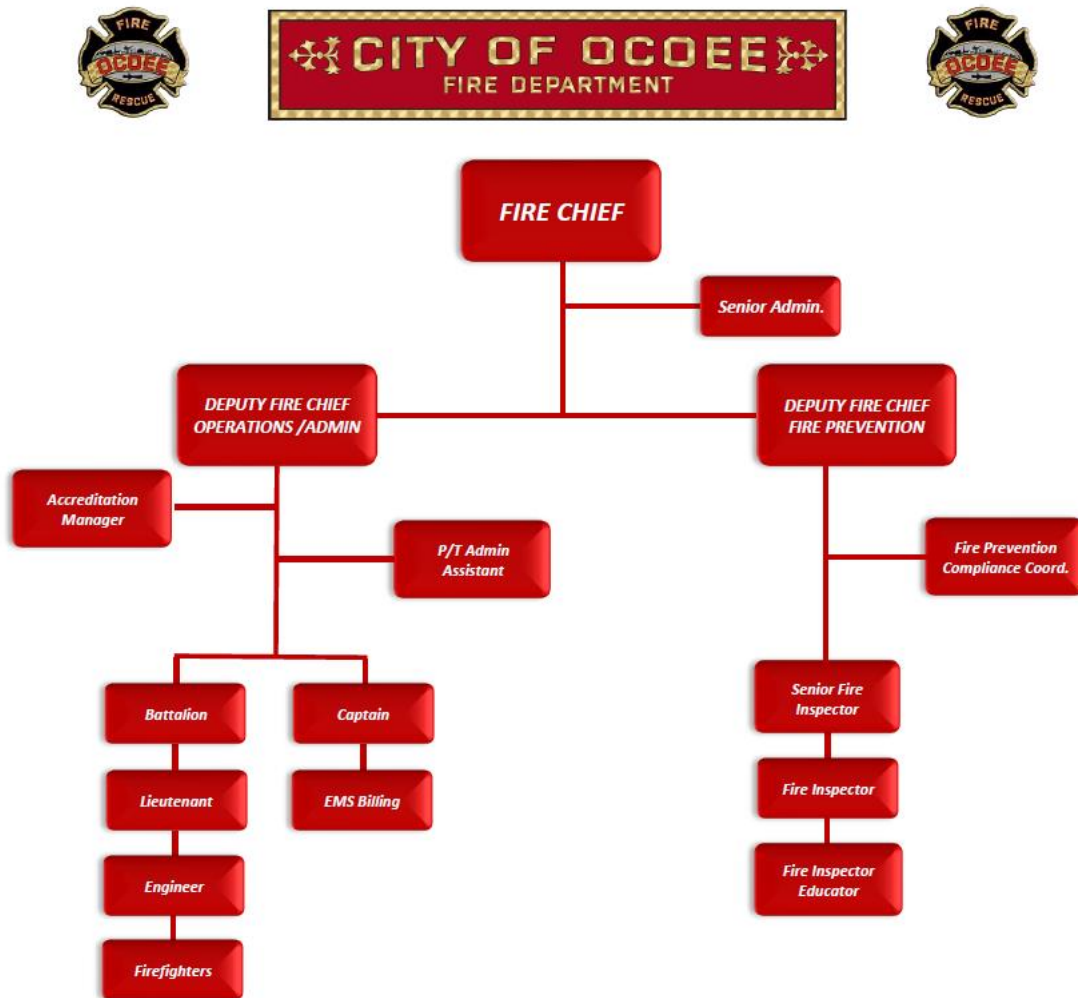


Table 3
Fire Rescue Department Apparatus Normal Staffing

Apparatus	Normal Staffing (Personnel)
Engine	4
Rescue	2
Tanker	2
Brush	2
Deputy Chief Vehicle	1
Battalion Chief Vehicle	1
Inspector Vehicle	1
Staff Vehicle	1

Source: City of Ocoee (2025)

Table 4
Fire Rescue Department Apparatus Location and Pumping Capacity

Station	Apparatus	GPM
Station 25	Engine 25	1500
	Rescue 25	
	Brush 25	245
	Tower 25	1500
	Tanker 25	1800
	Reserve Rescue	
	Battalion Chief	
	Training/EMS Vehicle	
	Deputy Chief Vehicle	
	Inspector Vehicle	
	Staff Vehicle	
	Rescue Boat	
Station 26	Engine 26	1500
	Rescue 26	
	Fully Involved Trailer	
Station 38	Engine 38	1500
Station 39	Engine 39	1500
	Tanker 39	1250
	Cart 25 EMS/Special Events	
	Fire Prevention Trailer	
	Reserve Engine	1250
TOTAL		12045

Source: City of Ocoee (2025)

The current pumping capacity is defined as the combined amount of water that all personnel and apparatus in the Fire Department can pump to a first alarm fire in gallons per minute (GPM). Based on the apparatus detailed in Table 4 above, the pumping capacity of the City's Fire Department is 12,045 GPM per minute. Accordingly, the City has sufficient fire flow capacity to provide service coverage in the event of a structure fire involving unlimited square feet. However, NFPA 1142 Annex G states that the fire flow should not exceed 12,000 GPM or be less than 250 GPM. Therefore, it is reasonable and appropriate to cap the fire flow calculation for the City at 12,000 GPM.

Table 5 details the Fire Rescue Department minimum response protocol.

Table 5
Fire Rescue Department Minimum Response Protocol

Call Type	Response
Auto Accident	Engine/Quint, Rescue
Auto Accident with Entrapment	2 Engines/Quint, Rescue, Battalion
Automatic Fire Alarm	2 Engines/Quint
AFA Institutional (nursing home, etc.)	4 Engines, Quint, Rescue, Battalion
AFA Reduced (storms)	Engine/Quint

Call Type	Response
Automatic Medical Alarm	Engine/Quint, Rescue
Building Fire	3 Engines, Quint, Rescue, Battalion
Marine Rescue	Engine/Quint, Rescue, Battalion
Brush Fire (small)	Engine/Quint
Brush Fire (large)	Engine/Quint, Woods
Brush Fire (with exposures)	4 Engines/Quint, Woods, Rescue, Battalion
Car Fire	Engine/Quint
Device Found (non-hazmat))	Engine/Quint, Rescue, Battalion
EMDA (minor injuries)	Engine/Quint, Rescue
EMDB, EMDC, EMDD	Engine/Quint, Rescue
Hazardous Materials (gas leak outside, etc.)	Engine/Quint
Hazardous Materials (gas leak < 25 gallons, unknown odor)	2 Engines/Quint, Battalion
House Fire	3 Engines, Quint, Rescue, Battalion
Industrial Accident	2 Engines/Quint, Rescue, Battalion
Mass Casualty Incident	2 Engines/Quint, Rescue, Battalion
Patient Assist	Engine/Quint
Shed Fire (anything smaller than a house)	2 Engines/Quint, Battalion
Truck Fire	2 Engines/Quint, Battalion

Source: City of Ocoee (2025)

DEVELOPMENT OF FACTORS

FIRE SERVICES V. EMERGENCY MEDICAL SERVICES

In June 2000, litigation over the City of North Lauderdale fire rescue assessment program resulted in a decision by the Fourth District Court of Appeals in the case of SMM Properties, Inc. v. City of North Lauderdale, (the “North Lauderdale” case). The Fourth District Court of Appeals concluded that Emergency Medical Services (EMS) did not provide a special benefit to property. The Court, however, reaffirmed that fire suppression, fire prevention, fire/building inspections and first response medical services do provide a special benefit to property. In August 2002, the Florida Supreme Court upheld the decision of the Fourth District Court of Appeals.

To address these concerns, Anser developed a methodology that removed the costs associated with emergency medical services. This methodology of splitting the fire and EMS portions of a consolidated public safety department’s budget was upheld by the Fourth District Court of Appeals in July 2010 in Desiderio Corporation, et al. vs. The City of Boynton Beach, Florida, et al., 39 So.3d 487 (Fla. 4th DCA 2010).

The projected departmental costs were allocated between fire rescue and emergency medical services because of the Florida Supreme Court’s opinion in City of North Lauderdale v. SMM Properties that emergency medical services (above the level of first response) does not provide a special benefit to property. Accordingly, the fire rescue costs were split from emergency medical service costs based on the following general guidelines.

DIRECT ALLOCATIONS

To the extent that certain line items could be allocated directly to fire or EMS, direct allocations were

made. For example, the budget line items for “Protective Clothing” and “Disaster Supplies” were allocated entirely to fire. Additionally, the budget line item for “Emergency Medical Supplies” was allocated entirely to EMS and not included in the assessable costs.

ADMINISTRATIVE FACTOR

Certain line items were allocated between fire and EMS based on an Administrative Factor. This Administrative Factor is derived by creating a ratio between non-EMS or fire personnel and total combat personnel per shift. The City’s normal staffing level includes 17 non-EMS personnel and 4 EMS personnel, for a total of 21 combat personnel. This staffing yields an 80.95% percent non-EMS Administrative Factor.

This percentage was then applied to all applicable line items to allocate the costs that could not be directly allocated as fire or EMS costs, and that could not be operationally allocated (see below). For example, the Administrative Factor was applied to the budget line items for “Regular Salaries,” “FICA Taxes” and “Health Insurance” to determine the fire service costs of these line items.

OPERATIONAL FACTOR

Other assessable cost line items may be allocated between fire and EMS based on an Operational Factor. The Operational Factor is derived by creating a ratio between non-EMS (i.e. fire) calls and EMS calls. For Calendar Year 2024, the City reported 7,762 total fire rescue incident calls, of which 1,915 were non-EMS (i.e. fire) calls and 5,847 were EMS calls. This information results in a 24.67% non-EMS Operational Factor.

This percentage was then applied to all applicable line items to allocate the costs that could not be directly allocated as fire or EMS costs, and that could not be administratively allocated (see above). For example, the Operational Factor was applied to the budget line items for “PM Repairs” and “Fuel” to determine the fire service costs of these line items.

ASSESSABLE COST CALCULATIONS

The assessable cost calculations for Fiscal Year 2025-26 are based on the full cost of the fire assessment program for Fiscal Years 2025-26 through 2029-30 (5-year average). For purposes of this Assessment Memorandum, the following assumptions were applied.

The five-year fire assessable budget was developed by using the adopted Fiscal Year 2025 Fire Rescue Department budget and applying the appropriate factors to each line item to develop Fiscal Year 2024-25 assessable budget.

- Unless more accurate information was available, a four percent annual increase was applied across all “Personnel Services” and “Operating Expenses”.
- A 5% annual increase was applied to the Windermere contract revenue; all other revenue line items remained constant.
- Revenues are shown as a reduction of the total projected expenditures for each fiscal year, thereby reducing the total assessable costs for that year. Revenues are comprised of revenues directly received from or for the delivery of fire rescue services, such as fire inspection fees, fire plan review, and the Windermere Agreement revenue. An administrative factor was applied to the Windermere revenue, all other revenues were allocated directly to fire.

- The line item “Statutory Discount @ 5% (4% early payment/1% non-collection)” under “Additional Costs” reflects a 95% collection of the Fire Rescue Assessment to cover the 4% statutory discount allowed by the Uniform Method and 1% reserve for under collection. Accordingly, the statutory discount is budgeted at 5% of the total assessable costs.
- The line items “Study Reimbursement” and “Study Reimbursement – Phase 2” under “Additional Costs” is the reimbursement to the City for the costs of conducting the assessment study. These costs are reimbursable through the assessment program.
- Pursuant to section 197.3632, Florida Statutes, the tax collector and property appraiser may each enter into an agreement with the local government for reimbursement of necessary administrative costs incurred from the collection of the non-ad valorem assessment. Accordingly, if any such fee(s) is charged, the fee may be recouped as an add-on to the total assessable costs for the year.

The line item “Collection Costs @ 2% (tax collector)” under “Additional Costs” reflects reimbursement for the collection costs associated with the non-ad valorem assessment incurred by the Tax Collector. Pursuant to section 197.3632, Florida Statutes, a municipal or county government shall only compensate the tax collector for the actual costs of collecting the non-ad valorem assessment. The applied collection charge is estimated to be adequate to cover the Tax Collector’s actual collection costs.

The line item “Collection Costs @ 2% (property appraiser)” under “Additional Costs” reflects reimbursement for the collection costs associated with the non-ad valorem assessment incurred by the Property Appraiser. The applied collection charge is estimated to be adequate to cover the Property Appraiser’s actual collection costs.

Table 6 provides a calculation of the assessable costs for Fiscal Year 2025-26 based on an application of the above factors to the Fiscal Year 2024-25 adopted budget.

Table 6
Fire Assessable Cost Calculations (FY 2025-26)

Ocoee Fire Budget	FY 2025 Adopted Budget	FY 2026 Proforma Budget	FY 2025-26 Assessable
PERSONNEL SERVICES			
Regular Salaries	\$5,354,570	\$5,568,753	\$4,507,905
Overtime Pay	\$525,000	\$546,000	\$441,987
Incentive Pay	\$27,076	\$28,159	\$22,795
PTO Buyout	\$13,582	\$14,125	\$11,434
FICA Taxes	\$411,631	\$428,096	\$346,544
Retirement Contribution	\$859,400	\$893,776	\$723,512
State Retirement Contribution	\$475,298	\$494,310	\$400,144
Health Insurance	\$70,000	\$72,800	\$58,932
Workers' Comp Ins	\$45,288	\$47,100	\$38,127
Benefits	\$2,375,152	\$2,470,159	\$1,999,593
Unemployment Compensation	\$5,000	\$5,200	\$4,209
TOTAL PERSONNEL SERVICES	\$10,161,997	\$10,568,477	\$8,555,182
OPERATING EXPENSES			
Personal Bonds-Notary	\$200	\$208	\$168
Professional Serv./Oth	\$7,500	\$7,800	\$6,314
Contractual Services	\$763,600	\$794,144	\$109,731
Travel Expenses	\$12,500	\$13,000	\$10,524
Telephone Expense	\$15,000	\$15,600	\$12,628
Postage and Freight	\$2,250	\$2,340	\$1,894

Ocoee Fire Budget	FY 2025 Adopted Budget	FY 2026 Proforma Budget	FY 2025-26 Assessable
Electric Expense	\$65,300	\$67,912	\$54,975
Water Expense	\$52,360	\$54,454	\$44,081
Leasing Expense	\$316,807	\$329,479	\$0
Auto Liability Ins	\$5,000	\$5,200	\$4,209
Multi-Peril Ins.	\$25,000	\$26,000	\$21,047
Equipment Maintenance Contracts	\$129,750	\$134,940	\$67,796
Small Equipment Repairs	\$60,500	\$62,920	\$50,934
Printing and Binding	\$7,500	\$7,800	\$6,314
Recording Fees	\$485	\$504	\$408
Advisory Board	\$2,000	\$2,080	\$1,684
Office Supplies	\$5,750	\$5,980	\$4,841
Administration Expense	\$2,500	\$2,600	\$2,105
POL Supplies	\$2,625	\$2,730	\$2,210
Uniforms	\$93,200	\$96,928	\$78,463
Operating Supplies	\$158,500	\$164,840	\$133,438
Emergency Medical Supplies	\$239,400	\$248,976	\$0
Protective Clothing	\$181,195	\$188,443	\$188,443
Disaster Supplies	\$5,000	\$5,200	\$5,200
Equipment (4,999.99 or Less)	\$123,100	\$128,024	\$128,024
Computer Equipment/Software	\$9,700	\$10,088	\$8,166
Books/Subscriptions	\$5,850	\$6,084	\$4,925
Professional Dues	\$24,260	\$25,230	\$20,424
Training Expense	\$143,250	\$148,980	\$120,599
Community Promotion	\$20,950	\$21,788	\$17,637
Transfers Out	\$554,500	\$576,680	\$145,305
PM Repairs	\$63,662	\$66,209	\$16,334
Fuel	\$95,177	\$98,984	\$24,419
TOTAL OPERATING EXPENSES	\$3,194,371	\$3,322,146	\$1,293,241
CAPITAL OUTLAY			
New Station 38	\$0	\$5,000,000	\$4,047,500
Vehicle Replacement	\$0	\$2,277,314	\$1,469,506
TOTAL CAPITAL OUTLAY	\$0	\$7,277,314	\$5,517,006
TOTAL EXPENDITURES	\$13,356,369	\$21,167,937	\$15,365,429
REVENUES			
Fire Plan Review	\$180,000	\$180,000	\$180,000
Inspection Fees	\$40,000	\$40,000	\$40,000
EMS Patient Transport Fee	\$1,740,000	\$1,740,000	\$0
Windermere	\$840,000	\$882,000	\$713,979
TOTAL REVENUES	\$2,800,000	\$2,842,000	\$933,979
TOTAL EXPENDITURES	\$13,356,369	\$21,167,937	\$15,365,429
TOTAL REVENUES	\$2,800,000	\$2,842,000	\$933,979
TOTAL NET EXPENDITURES	\$10,556,369	\$18,325,937	\$14,431,450
ADDITIONAL COSTS			
Collection Costs @ 2% (tax collector)			\$318,492
Collection Costs @ 2% (property appraiser)			\$318,492

Ocoee Fire Budget	FY 2025 Adopted Budget	FY 2026 Proforma Budget	FY 2025-26 Assessable
Statutory Discount @ 5% (4% early payment / 1% non-collection)			\$796,229
Study Reimbursement			\$49,900
Study Reimbursement - Phase 2			\$10,000
TOTAL ADDITIONAL COSTS			\$1,493,113
TOTAL ASSESSABLE COSTS			\$15,924,563

Table 7 shows the calculation of the full cost of the Fire Services Assessment Program for Fiscal Year 2025-26 through Fiscal Year 2029-30 (Five-year average).

Table 7
Fire Services Assessable Cost Calculations Proforma Budget (FY 25-26 through FY 29-30)

Ocoee Fire Budget	FY 2025-26 Assessable	FY 2026-27 Assessable	FY 2027-28 Assessable	FY 2028-29 Assessable	FY 2029-30 Assessable	5-Year Average
PERSONNEL SERVICES						
Regular Salaries	\$4,507,905	\$4,688,222	\$4,875,750	\$5,070,780	\$5,273,612	\$4,883,254
Overtime Pay	\$441,987	\$459,666	\$478,053	\$497,175	\$517,062	\$478,789
Incentive Pay	\$22,795	\$23,707	\$24,655	\$25,641	\$26,667	\$24,693
PTO Buyout	\$11,434	\$11,892	\$12,367	\$12,862	\$13,377	\$12,386
FICA Taxes	\$346,544	\$360,406	\$374,822	\$389,815	\$405,407	\$375,399
Retirement Contribution	\$723,512	\$752,452	\$782,550	\$813,852	\$846,406	\$783,755
State Retirement Contribution	\$400,144	\$416,150	\$432,796	\$450,107	\$468,112	\$433,462
Health Insurance	\$58,932	\$61,289	\$63,740	\$66,290	\$68,942	\$63,839
Workers' Comp Ins	\$38,127	\$39,652	\$41,238	\$42,888	\$44,603	\$41,302
Benefits	\$1,999,593	\$2,079,577	\$2,162,760	\$2,249,271	\$2,339,241	\$2,166,088
Unemployment Compensation	\$4,209	\$4,378	\$4,553	\$4,735	\$4,924	\$4,560
TOTAL PERSONNEL SERVICES	\$8,555,182	\$8,897,390	\$9,253,285	\$9,623,417	\$10,008,353	\$9,267,525
OPERATING EXPENSES						
Personal Bonds-Notary	\$168	\$175	\$182	\$189	\$197	\$182
Professional Serv./Oth	\$6,314	\$6,567	\$6,829	\$7,103	\$7,387	\$6,840
Contractual Services	\$109,731	\$114,120	\$118,685	\$123,432	\$128,370	\$118,868
Travel Expenses	\$10,524	\$10,944	\$11,382	\$11,838	\$12,311	\$11,400
Telephone Expense	\$12,628	\$13,133	\$13,659	\$14,205	\$14,773	\$13,680
Postage and Freight	\$1,894	\$1,970	\$2,049	\$2,131	\$2,216	\$2,052
Electric Expense	\$54,975	\$57,174	\$59,461	\$61,839	\$64,313	\$59,552
Water Expense	\$44,081	\$45,844	\$47,678	\$49,585	\$51,568	\$47,751
Auto Liability Ins	\$4,209	\$4,378	\$4,553	\$4,735	\$4,924	\$4,560
Multi-Peril Ins.	\$21,047	\$21,889	\$22,764	\$23,675	\$24,622	\$22,799
Equipment Maintenance Contracts	\$67,796	\$70,508	\$73,328	\$76,261	\$79,312	\$73,441
Small Equipment Repairs	\$50,934	\$52,971	\$55,090	\$57,294	\$59,585	\$55,175
Printing and Binding	\$6,314	\$6,567	\$6,829	\$7,103	\$7,387	\$6,840
Recording Fees	\$408	\$425	\$442	\$459	\$478	\$442
Advisory Board	\$1,684	\$1,751	\$1,821	\$1,894	\$1,970	\$1,824
Office Supplies	\$4,841	\$5,034	\$5,236	\$5,445	\$5,663	\$5,244
Administration Expense	\$2,105	\$2,189	\$2,276	\$2,368	\$2,462	\$2,280
POL Supplies	\$2,210	\$2,298	\$2,390	\$2,486	\$2,585	\$2,394
Uniforms	\$78,463	\$81,602	\$84,866	\$88,260	\$91,791	\$84,996
Operating Supplies	\$133,438	\$138,775	\$144,327	\$150,100	\$156,104	\$144,549

Ocoee Fire Budget	FY 2025-26 Assessable	FY 2026-27 Assessable	FY 2027-28 Assessable	FY 2028-29 Assessable	FY 2029-30 Assessable	5-Year Average
Protective Clothing	\$188,443	\$195,981	\$203,820	\$211,973	\$220,451	\$204,133
Disaster Supplies	\$5,200	\$5,408	\$5,624	\$5,849	\$6,083	\$5,633
Equipment (4,999.99 or Less)	\$128,024	\$133,145	\$138,471	\$144,010	\$149,770	\$138,684
Computer Equipment/Software	\$8,166	\$8,493	\$8,833	\$9,186	\$9,553	\$8,846
Books/Subscriptions	\$4,925	\$5,122	\$5,327	\$5,540	\$5,762	\$5,335
Professional Dues	\$20,424	\$21,241	\$22,091	\$22,974	\$23,893	\$22,125
Training Expense	\$120,599	\$125,423	\$130,440	\$135,658	\$141,084	\$130,641
Community Promotion	\$17,637	\$18,343	\$19,077	\$19,840	\$20,633	\$19,106
Transfers Out	\$145,305	\$151,117	\$157,162	\$163,448	\$169,986	\$157,404
PM Repairs	\$16,334	\$16,987	\$17,667	\$18,373	\$19,108	\$17,694
Fuel	\$24,419	\$25,396	\$26,412	\$27,468	\$28,567	\$26,453
TOTAL OPERATING EXPENSES	\$1,293,241	\$1,344,970	\$1,398,769	\$1,454,720	\$1,512,909	\$1,400,922
CAPITAL OUTLAY						
New Station 38	\$4,047,500	\$0	\$0	\$0	\$0	\$809,500
Vehicle Replacement	\$1,469,506	\$1,310,850	\$68,021	\$1,573,575	\$0	\$884,390
TOTAL CAPITAL OUTLAY	\$5,517,006	\$1,310,850	\$68,021	\$1,573,575	\$0	\$1,693,890
TOTAL EXPENDITURES	\$15,365,429	\$11,553,210	\$10,720,075	\$12,651,711	\$11,521,262	\$12,362,338
REVENUES						
Fire Plan Review	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000	\$180,000
Inspection Fees	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Windermere	\$713,979	\$749,678	\$787,162	\$826,520	\$867,846	\$789,037
TOTAL REVENUES	\$933,979	\$969,678	\$1,007,162	\$1,046,520	\$1,087,846	\$ 1,009,037
TOTAL EXPENDITURES	\$15,365,429	\$11,553,210	\$10,720,075	\$12,651,711	\$11,521,262	\$12,362,338
TOTAL REVENUES	\$933,979	\$969,678	\$1,007,162	\$1,046,520	\$1,087,846	\$1,009,037
TOTAL NET EXPENDITURES	\$14,431,450	\$10,583,533	\$9,712,913	\$11,605,191	\$10,433,416	\$11,353,301
ADDITIONAL COSTS						
Collection Costs @ 2% (tax collector)	\$318,492	\$232,606	\$213,471	\$255,060	\$229,306	\$249,787
Collection Costs @ 2% (property appraiser)	\$318,492	\$232,606	\$213,471	\$255,060	\$229,306	\$249,787
Statutory Discount @ 5% (4% early payment / 1% non-collection)	\$796,229	\$581,513	\$533,677	\$637,648	\$573,265	\$624,466
Study Reimbursement	\$49,900	\$0	\$0	\$0	\$0	\$9,980
Study Reimbursement - Phase 2	\$10,000	\$0	\$0	\$0	\$0	\$2,000
TOTAL ADDITIONAL COSTS	\$1,493,113	\$1,046,725	\$960,619	\$1,147,768	\$1,031,877	\$1,136,020
TOTAL ASSESSABLE COSTS	\$15,924,563	\$11,630,258	\$10,673,532	\$12,752,959	\$11,465,293	\$12,489,321

Apportionment Methodology

The apportionment methodology is based upon the development of a base-billing unit, called a Fire Protection Unit. A Fire Protection Unit is a measure that serves as a common index to compare the fire flow requirements for each building within the City; each Fire Protection Unit equates to the Fire Department's capability to effectively deliver 300 gallons per minute (GPM) of effective fire flow, which equates to the City's initial full alarm response. The Fire Protection Unit assignments vary for each building within the City based upon each building's occupancy hazard classification(s) (Hazard Class) and building area calculated in square foot increments of building improvements.

The City Commission will set the fire services assessment rate for buildings in terms of dollars per Fire Protection Unit per year; the assessment amount due is calculated by multiplying the number of Fire Protection Units on the parcel by the rate per Fire Protection Unit.

SPECIAL BENEFIT ASSUMPTIONS

The following assumptions support a finding that the fire services, facilities, and programs provided by the City provide a special benefit to the assessed parcels.

- Fire services, facilities, and programs possess a logical relationship to the use and enjoyment of property by: (i) protecting the value and integrity of improvements and structures through the availability and provision of comprehensive fire services; (ii) protecting the life and safety of intended occupants in the use and enjoyment of property; (iii) lowering the cost of fire insurance by the presence of a professional and comprehensive fire rescue program; and (iv) containing fire incidents occurring on land with the potential to spread and endanger other property and property features.
- The availability and provision of comprehensive fire services enhances and strengthens the relationship of such services to the use and enjoyment of the parcels of property, the market perception of the area and, ultimately, the property and rental values within the assessable area.

APPORTIONMENT METHODOLOGY

The following section describes the recommended two-step apportionment methodology.

The first step of the apportionment methodology uses the relationships established in NFPA 1142 Standard on Water Supplies for Suburban and Rural Fire Fighting (2022 Edition) for determining the required amount of fire flow to fight a fire based upon certain building characteristics. The formula provided in Annex G of NFPA 1142 uses a combination of factors to calculate the fire flow for each building within the City based upon Hazard Class and building area calculated in square foot increments of building improvements. The NFPA formula used in the apportionment methodology uses ordinary construction as the basis because a majority of the buildings within the City are considered ordinary construction, which is any building that is not constructed with fire resistive or noncombustible materials. The Insurance Services Organization (ISO) Guide for Determination of Needed Fire Flow (Edition 06-2014) contains an identical formula.

In addition, NFPA 1710 (2020 Edition), which is the Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Career Fire Departments, was also used to assign Fire Protection Units to each building. The purpose of this standard is to specify the minimum criteria addressing the effectiveness and efficiency of the career public fire suppression operations, emergency medical service, and special operations delivery in protecting the citizens of the jurisdiction. Adoption of this standard is not mandatory in the State of Florida although it is the recognized industry standard in Florida and the United States. Although not formally adopted by the City, the City strives to meet these standards and uses them to determine their resource allocation.

NFPA 1710 and the City's standards and practices, state that fire suppression operations should be organized to ensure the fire department's fire suppression capability includes personnel, equipment and resources to deploy the initial arriving company, the full initial alarm assignment and additional alarm assignments. The initial full alarm assignment should provide the establishment of an uninterrupted water supply of a minimum of 300 GPM for 30 minutes. This standard, which is used by the City, was used to assign Fire Protection Units to each building. Therefore, each Fire Protection Unit equates to the fire department's capability to effectively deliver 300 GPM and the Fire Protection Unit assignments vary by Hazard Class.

The Fire Protection Units for each building is a proxy for the number of fire fighters, type, quantity and size of apparatus and other special firefighting equipment required to be available for each building in the City pursuant to the City's standard resource allocation for an initial response to a fire call. It is fair and reasonable to use the Fire Protection Units for each building because the fire flow requirement for each building provides a reasonable estimation of the costs of the fire fighters, apparatus, equipment, services, facilities and programs the City must have available to serve each building and these firefighting resources are directly funded by the Fire Services Assessment.

The second step of the apportionment methodology develops a relationship between the Hazard Classes to address the actual time spent in response to fire incidents and the time available to respond to primary structure fire incidents. To develop this relationship, Anser used information included in the City's Florida Fire Incident Reporting System (FFIRS). The FFIRS is a tool for fire departments to report and maintain computerized records of fire rescue incidents and other department activities in a uniform manner.

DETERMINATION OF FIRE PROTECTION UNITS – STEP ONE

Anser obtained information from the City's fire assessment roll and the ad valorem tax roll from the Orange County Property Appraiser's office to determine Fire Protection Units. In accordance with NFPA 1142 standards, a Hazard Class was assigned to each building within the City based upon the building's assignment of use by the County Property Appraiser or verification of use obtained through field research. According to NFPA 1142, the lowest Hazard Class number is 3, and it is assigned to the highest (most hazardous) hazard group. The highest Hazard Class number is 7, and it is assigned to the lowest (least hazardous) hazard group. For example, Hazard Class 3 properties include plywood and particleboard manufacturing, plastic processing and cereal or flour mills while Hazard Class 7 properties include residential dwellings, apartments, and offices.

In addition, for all parcels within the municipal boundary, Anser determined the amount of square footage of the structures using the City's fire assessment roll and the building files on the ad valorem tax roll or through the use of field research.

Using the fire flow calculation from NFPA 1142, a Fire Protection Unit was assigned to each square foot increment by Hazard Class. The number of Fire Protection Units assigned to a building represents that building's proportionate share of the burden of maintaining the fire department and the availability of these vital public services. The number of Fire Protection Units assigned to a building was determined by the Hazard Class assignment and the amount of building area contained in a building –a larger building

area and/or riskier Hazard Class translates into more needed fire flow, which increases the cost of providing fire services. This higher cost is charged to that particular building.

The method for determining fire flow does not include large, special fire protection problems such as lumberyards, petroleum storage, refineries, grain elevators and large chemical plants that would require greater fire flow. If there were any of these types of properties with predetermined fire flow plans, those plans were utilized; if predetermined fire flow plans did not exist, properties were assigned the riskiest hazard classification.

METHODOLOGY ASSUMPTIONS

The following assumptions support findings that the apportionment methodology is fair and reasonable.

- It is fair and reasonable to use the formula provided in NFPA 1142, the Standard on Water Supplies for Suburban and Rural Fire Fighting (2022 Edition) to calculate the required fire flow and resources for a structure because NFPA 1142 provides standards to assist fire departments with the establishment of the fire flow necessary for structural firefighting purposes and the City utilizes this standard in determining its resource allocation.
- A fire in a building containing highly combustible contents will require a higher rate of fire flow and associated resources due to the greater risk of fire spread and heat release than a building with contents of low combustibility and the City must allocate its firefighting resources to provide this greater fire flow demand. Therefore, it is fair and reasonable to use the Hazard Classes established by NFPA 1142, Chapter 5 because such standard contains the best practices in the firefighting industry and is the most comprehensive, accurate and reliable information with regard to building risk assignments.
- The greater the size of the building, the greater the potential for a large fire and the greater the fire flow requirement that must be available in the event of a fire in a structure of that building's size and Hazard Class. Therefore, it is fair and reasonable to apportion the assessed costs based on the size of each building.
- It is fair and reasonable to use the City's operational standards and practices as provided in NFPA 1710 (2020 Edition), the Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Career Fire Departments to determine the effective fire flow because this standard states that fire suppression operations should be organized to ensure the fire department's fire suppression capability includes personnel, equipment and resources to deploy the initial arriving company, the full initial alarm assignment and additional alarm assignments and that the initial full alarm assignment should provide the establishment of an effective fire flow of a minimum of 300 GPM for 30 minutes.
- The City's initial full alarm assignment provides for the establishment of an effective fire flow of 300 GPM. It is fair and reasonable to use the City's response protocol as the basis for calculating the Fire Protection Units assigned to each building, because each Fire Protection Unit equates to the fire department's capability to effectively deliver fire flow of 300 GPM.
- The assignment of the City's standards and practices for building uses based on the relationships established in NFPA 1142 and NFPA 1710 is fair and reasonable because the resource components of these relationships (fire stations, training, apparatus and personnel) are directly funded by the special assessment revenue.
- The assignment of Fire Protection Units is fair and reasonable because the demand for fire services capacity is measured by the square footage of structures and improvements and Hazard Class assignment within benefited parcels.
- The assignment of Fire Protection Units within square footage ranges is a fair and reasonable method to classify benefited buildings and to apportion costs among benefited buildings that create similar demand for the availability of fire services.

- The demand for the availability of fire services diminishes at the outer limit of building size since a fire occurring in a building greater than a certain size is not capable of being suppressed under expected conditions and the fire control activities under such circumstances are directed to avoid the spread of the fire event to adjacent structures. Therefore, it is fair and reasonable to place a cap on the fire flow within the Hazard Classes.
- As a consequence of the transient use and potential extraordinary vacancies within mobile home parks and recreational vehicle parks and the lack of demand for fire services for unoccupied spaces, it is fair and reasonable to provide for an extraordinary vacancy adjustment procedure for mobile home park and recreational vehicle park property.
- Section 166.223, Florida Statutes, provides that when a city levies a non-ad valorem special assessment on a recreational vehicle park regulated under chapter 513, Florida Statutes, the non-ad valorem special assessment shall not be based on the assertion that the recreational vehicle park is comprised of residential units. Instead, recreational vehicle parks regulated under chapter 513, Florida Statutes shall be assessed as a commercial entity in the same manner as a hotel, motel, or other similar facility.
- In accordance with section 166.223, Florida Statutes, which mandates that the City treat recreational vehicle park property as commercial property for non-ad valorem special assessments levied by the City, like the fire services assessment, it is fair and reasonable to assign the square footage of 191 square feet, the average size of a recreational vehicle, according to the Florida Association of RV Parks and Campgrounds to each space within recreational vehicle park property. Each mobile home space within an RV Park was assigned the actual square footage of the mobile home when known or a maximum of 720 square feet, the average size of a single-wide mobile home 12' x 60'. This square footage was then aggregated by parcel.

ASSIGNMENT OF FIRE PROTECTION UNITS TO BUILDINGS

Each building within the City on the ad valorem tax roll was assigned to a Hazard Class based on its assignment of use by the Orange County Property Appraiser or verification of use obtained through field research. The Orange County Property Appraiser assigns a building use code (BUC) that is a four-digit code describing the type of improvements on a parcel. A listing of BUC codes is provided as Appendix D.

Using the building codes, the specific methodology for the assignment of Fire Protection Units to each building is generally described below.

- The City's initial response protocol of 300 GPM of effective fire flow;
- The use of actual building area and Hazard Class assignment in the calculation of Fire Protection Units to quantify the building's fire flow requirement;
- For mobile home parks, assign Fire Protection Units based on the average estimated building area of 720 square feet for each mobile home space and assigned one Fire Protection Unit; however, these properties will be eligible for an extraordinary vacancy adjustment for vacant mobile home spaces.
- For residential condominium parcels, the area of each condominium within each building will be aggregated and assigned Fire Protection Units. The aggregate Fire Protection Units for each complex will be divided by the number of parcels (condo units) in the complex to determine the Fire Protection Units for each parcel.
- For commercial condominium parcels, the area of each condominium within each building will be aggregated and assigned Fire Protection Units. The building's Fire Protection Units will be multiplied by each parcel's (condo unit) percentage of the total square feet of the building to determine the Fire Protection Units for the parcel.

- For townhouse parcels, the area of each townhouse within each building will be aggregated and assigned Fire Protection Units. The aggregate Fire Protection Units for each complex will be divided by the number of parcels in the complex to determine the Fire Protection Units for each parcel.
- For recreational vehicle park parcels, Fire Protection Units will be assigned based upon the number of spaces multiplied by 191 square feet and aggregated as one building. Fire Protection Units for the other primary structures will be based on their individual square footage. All recreational vehicle spaces within a recreational vehicle park will be included; however, these properties will be eligible for an extraordinary vacancy adjustment for vacant recreational vehicle spaces.
- Parcels that are identified as special fire protection problems such as lumberyards, petroleum storage, refineries, grain elevators and large chemical plants were assigned the riskiest hazard classification since predetermined fire flow plans were not available. The actual fire flow requirement is then divided by the City's initial full alarm response of 300 GPM to determine the number of Fire Protection Units.
- The incorporation of credits of up to 40% of the Capacity Units calculated for a building may be granted to parcels with a building equipped with a functioning and properly designed, fully automated fire suppression system or a building that is otherwise designed to be more fire resistant due to unique building construction; and
- The incorporation of a review procedure, providing for a systematic, consistently applied timely, case-by-case review of the calculation of Capacity Units on specific parcels at the request of the property owner.

Table 8 shows the final assignment of Fire Protection Units by Hazard Class.

Table 8
Fire Protection Units by Hazard Class

Hazard Class	Fire Protection Units
Hazard Class 3 & 4	2,458
Hazard Class 5	203
Hazard Class 6	261
Hazard Class 7	32,860
Total	35,781

DEMAND-AVAILABILITY FACTOR – STEP TWO

Once the Fire Protection Units have been assigned to each building, the next step of the apportionment methodology develops a relationship between the Hazard Classes to address the number of fire incident responses within each Hazard Class and the actual time spent in response to fire incidents and the time available to respond to primary structure fire incidents (Demand-Availability Factor). This two-part factor is developed for each Hazard Class based on the proportion of person-hours attributable to the Demand and Availability Components.

DEMAND-AVAILABILITY COMPONENT ASSUMPTIONS

The following assumptions support findings that the methodology used to determine the Demand-Availability Components is fair and reasonable.

- Determining the number of person-hours attributable to the actual time spent in response to fire incidents and the time available to respond to fire incidents based on information included in the fire incident reports is fair and reasonable because the fire incident reports were developed to provide this information and are the most reliable data available to professional fire departments.

- Apportioning the number of fire incidents among Hazard Classes to determine the Demand Component Factor for each Hazard Class is fair and reasonable because the fire incident reports are the most reliable data available to determine the historical demand for fire services from Hazard Classes and to determine the benefit to property use resulting from the demand for fire services to protect and serve buildings located upon assessed property and their intended occupants. There exist sufficient fire incident reports that document the historical demand for fire services from assessed property within the Hazard Classes.
- Using the same percentage of person-hours available for calls to determine the Availability Component Factor for all Hazard Classes is fair and reasonable because the Fire Department's staffing for potential responses is not dictated by the Hazard Class and because such allocation provides a reasonable estimation of the costs of the availability of fire services, staff, facilities and programs for all structures.

CALCULATION AND APPLICATION OF DEMAND-AVAILABILITY FACTORS

To calculate the Demand and Availability Components, first, the person-hours associated with the historical fire calls and the person-hours associated with time available to respond to primary structure incidents were determined as follows:

- (1) The total number of scheduled hours for fire services versus emergency medical services based on staffing of 21 combat personnel per shift:

Fire hours = 148,920.0

EMS hours = 35,040.0

Total hours = 183,960.0

- (2) The total number of person-hours spent on all fire incidents was calculated from the actual incident data fields:

4,964.91 hours

- (3) The average amount of time spent on incident reports for each incident was estimated at 0.25 hours for each incident:

1,915 incidents x 0.25 hours = 478.75 hours

- (4) The total number of person-hours spent on training was based on the City's comprehensive training program. The City training program requires a minimum of 240 annual training hours for each firefighter:

63 firefighters x 240 hours = 15,120.0 hours

Based on these calculations, it was determined that approximately 20,563.66 person-hours per year were spent on responses to fire calls out of 148,920.0 total scheduled annual person-hours for fire services. Therefore, the remainder of the person-hours (128,356.34), or 86.191% of the person-hours per year are required to be available to respond to primary structure fire incidents and 13.809% of the person-hours are spent in actual response to fire calls.

DEMAND COMPONENT

To determine the Demand and Availability Components, Anser obtained the incident information from the City in an electronic format, identifying the number and type of fire rescue incident within the city limits for Calendar Year 2024. Under this system, a series of basic phrases with code numbers are used to describe fire rescue incidents. A data field in the FFIRS, “fixed property use”, identifies the type of property that fire departments respond to for each fire rescue incident. The fixed property uses correlate to building uses determined by the Orange County Property Appraiser on the ad valorem tax roll. Appendix B provides a codes list for the “fixed property use” as recorded on the fire rescue incident reports.

Anser analyzed the Calendar Year 2024 fire rescue incident data. The City fire rescue incident data from Calendar Year 2024 represent 7,762 fire rescue incidents. Of the 7,762 fire rescue incidents, there were 5,847 incidents classified as EMS type incidents based on the type of situation found indicated on the incident report. The 5,847 EMS type incidents were not included in the analysis.

Of the 1,915 remaining fire type incidents, 1,182 were calls to specific property uses. Accordingly, 733 incidents were considered non-specific type incidents. Because of the inability to correlate these non-specific type incidents to specific property categories, the call analysis does not include these 733 incidents. The City’s budget is based upon its ability to provide service to improved property within its boundaries. Therefore, the level of services required to meet anticipated demand for fire services and the corresponding annual fire services budget required to fund fire services provided to non-specific property uses would be required notwithstanding the occurrence of any incidents from such non-specific property use.

Due to the urbanized nature of the City, the suppression of fires on vacant land and agricultural property primarily benefits adjacent property by containing the spread of fire rather than preserving the integrity of the vacant parcel. Thus, incidents to vacant and unimproved agricultural property were treated as non-specific and not utilized in the cost apportionment.

Using the fixed property use codes, the remaining 1,182 fire type incidents were assigned to their corresponding Hazard Classes. Because of the limited number of properties for Hazard Class 3, the fire incidents and properties for Hazard Class 3 and Hazard Class 4 were combined. Table 9 outlines the hazard class assignment of fire type incidents based on the historical demand for service.

Table 9
Fire Calls by Hazard Class (Calendar Year 2024)

Category	Number of Incidents	Percentage of Calls
Hazard Class 3 & 4	129	10.91%
Hazard Class 5	37	3.13%
Hazard Class 6	51	4.31%
Hazard Class 7	965	81.64%
Total	1,182	100.00%

Source: City of Ocoee (2025)

The Demand Component Factor is calculated for each Hazard Class by dividing the Hazard Class’s Incidents per Fire Protection Unit by the average Incidents per Fire Protection Unit for all Hazard Classes and multiplying by the Demand Component percentage of person-hours (13.809%). Calendar Year 2024 fire call data was used to calculate the Incidents per Fire Protection Unit.

Demand Component Factor = Incidents/Fire Protection Units ÷ Average Incidents/Fire Protection Units x 13.809%

Table 10 shows the calculation of the Demand Component Factor by Hazard Class.

Table 10
Calculation of Demand Component Factor

Hazard Class	Number of Incidents	Fire Protection Units	Incidents per Fire Protection Unit	Demand Component Factor
Hazard Class 3 & 4	129	2,458.00	0.0525	0.2194
Hazard Class 5	37	203.00	0.1823	0.7619
Hazard Class 6	51	260.50	0.1958	0.8184
Hazard Class 7	965	32,859.50	0.0294	0.1228
Total/Average	1,182	35,781.00	0.0330	

The Availability Component Factor is the percent of person-hours available for calls; this component is the same for all hazard classes and was calculated at 86.191%.

The next step adds the two factors for each component as shown in Table 11.

Table 11
Demand-Availability Factor by Hazard Class

Hazard Class	Demand Component Factor	Availability Component Factor	Combined Demand-Availability Factor
Hazard Class 3 & 4	0.2194	0.8619	1.0813
Hazard Class 5	0.7619	0.8619	1.6238
Hazard Class 6	0.8184	0.8619	1.6803
Hazard Class 7	0.1228	0.8619	0.9847

These factors were applied to the actual Fire Protection Units to calculate the Factored Fire Protection Units for each Hazard Class and are provided in Table 12.

Table 12
Factored Fire Protection Units

Hazard Class	Fire Protection Units	Combined Factor	Factored Fire Protection Units
Hazard Class 3 & 4	2,458.00	1.0813	2,657.84
Hazard Class 5	203.00	1.6238	329.63
Hazard Class 6	260.50	1.6803	437.72
Hazard Class 7	32,859.50	0.9847	32,356.75
Totals/Average	35,781.00		35,781.93

CREDITS FOR FIRE SAFETY MEASURES

Fire flow, as expressed in Fire Protection Units, is a proxy for all the fire-fighting resources that would be dispatched to any incident involving property. Even with a building equipped with a functioning and properly designed, fully automated fire sprinkler system, the City's fire fighting resources must still be present at the scene of any fire incident to control the scene, respond in the event of a system malfunction, ultimately extinguish any fire, and ensure the safety of all structures involved. However, fully functioning and properly designed fire sprinkler systems may provide some measure of built-in fire

protection which may lessen the total fire suppression burden and the use of the City's fire fighting resources. Further, as an incentive to encourage existing and new buildings to employ these types of fire safety measures, mitigation credits may be granted by the City for buildings with fire sprinkler systems that are installed, monitored, inspected, maintained and tested to the specifications of City standards.

To estimate the potential impact of reduced Factored Fire Protection Units due to credit application, the Factored Fire Protection Units were reduced by 5% for each Hazard Class as provided in Table 13.

Table 13
Factored Fire Protection Units after Credits

Hazard Class	Fire Protection Units	Factored Fire Protection Units	Net Factored Fire Protection Units After Credits
Hazard Class 3 & 4	2,458.00	2,657.84	2,398.70
Hazard Class 5	203.00	329.63	297.49
Hazard Class 6	260.50	437.72	395.04
Hazard Class 7	32,859.50	32,356.75	29,201.97
Total	35,781.00	35,781.93	32,293.20

Computation of Fire Assessment Rates

Based on the Fiscal Year 2025-26 assessable costs of providing fire services and the number of factored Fire Protection Units after credit application, Table 14 summarizes the maximum allowable fire services assessment rates after application of the proposed assessment methodology. The information is shown on a rate per Fire Protection Unit basis. The actual assessment amount for a particular property is calculated by multiplying the rate per Fire Protection Unit by the number of factored Fire Protection Units assigned to that property.

Table 14

Proforma Assessment Rates – Maximum Funding Level (Fiscal Year 2025-26 Assessable Budget)

Total Assessable Costs	\$12,489,321
Total Number of Fire Protection Units	32,293.19
Annual Rate per Fire Protection Unit	\$386.75

Exemptions and Impact of Exemptions

Because the fire rescue assessment is being developed to meet the case law standards for a valid special assessment, any proposed exemptions require special scrutiny. The crafting of an exemption must be founded upon a legitimate public purpose, and not tramp on state or federal constitutional concepts of equal protection and constitutional prohibitions against establishment of religion or the use of the public treasury directly or indirectly to aid religious institutions. Furthermore, to ensure public acceptance, any exemption must make common sense and be fundamentally fair. Finally, the impact of any proposed exemption should be evaluated in terms of its magnitude and fiscal consequences on the City's general funds.

Whenever crafting an exemption, it is important to understand that the fair apportionment element required by Florida case law prohibits the shifting of the fiscal costs of any special assessment from exempt landowners to other non-exempt landowners. In other words, the funding for an exemption from a special assessment must come from a legally available external revenue source, such as the City's general fund. Funding for fire assessment exemptions cannot come from the proceeds derived directly from the imposition of special assessments for fire services and facilities. Because any exemption must be funded by an external funding source, the grant of any exemption will not have any impact upon the fire assessment to be imposed upon any other non-exempt parcels.

Whether or not the City decides to fund exemptions for fire rescue assessments on property owned by non-governmental entities would be based upon a determination that such exemptions constituted a valid public purpose. The importance of special assessments on non-governmental, tax-exempt parcels has been addressed by the Florida Supreme Court in Sarasota County v. Sarasota Church of Christ, 667 So.2d 180 (Fla. 1995) (In reciting the facts of the case on appeal, the Court stated that the party challenging the assessment consisted of religious organizations or entities owning developed real property in Sarasota County [the Churches] that are exempt from ad valorem taxes but not from special assessments.) The funding of exemptions for non-governmentally owned institutional property wholly exempt from ad valorem taxes could be based on a finding that such properties provide facilities and uses to their ownership, occupants or membership, as well as the public in general, that otherwise might be required to be provided by the City. Such a finding would be the basis for a determination that such properties served a legitimate public purpose or provided a public benefit that merited the City's funding of an exemption from the fire rescue assessment.

In identifying an appropriate exemption scheme, the City should be cautious not to confuse the ownership of a parcel with the parcel's use. For example, a determination to exempt properties used for institutional purposes would have to be extended to similar institutional property owned by entities created for profit, as well as institutional property owned by non-profit or governmental entities. However, if the City wanted to make the policy decision to narrow the exemption to only institutional property owned by not-for-profit entities, it might consider adding a second test to the exemption which afforded exemptions to institutional properties which were wholly exempt from ad valorem taxes. Adding the tax-exempt criteria further narrows the exemption on a well-tested tax-exempt premise.

Whether the City decides to charge governmental entities or fund exemptions on governmentally-owned property requires somewhat different considerations. First, a forced sale of government property is not available as an enforcement mechanism. The charge to governmentally-owned parcels would be more akin to a service fee for each government parcel's proportionate benefit from the availability and provision of fire rescue services by the City. The billing would be direct, received by government buildings and facilities. Enforcement would be by judicial proceedings to require payment. As to each level of government, differing concepts of immunity and other statutory provisions or case law decisions may prevent collection or frustrate special assessment imposition.

State and federal laws contain a patchwork of provisions exempting certain governmental property owners from the payment of special assessments. For example, section 423.02, Florida Statutes, exempts certain housing projects from the payment of special assessments. This general law does provide that a housing authority may agree with a local government to make payments in lieu of taxes, but past experience is that such an agreement, if in existence at all, under-funds the impact of such properties on a City's fire assessable cost calculations.

Accordingly, if the City chooses to exempt governmentally-owned property from the fire rescue assessment and fund such costs from inter-local agreement with the affected government or from the City's general fund, it is important that the City take steps to set up a reasonable contingency within its general budget to fund the cost incurred in providing fire rescue services to governmentally-owned properties.

Table 15 summarizes the estimated Fiscal Year 2025-26 impact of exempting governmental property and institutional tax exempt buildings.

Table 15
Estimated Impact of Government and Institutional Tax Exempt Exemptions (Fiscal Year 2025-26)

Hazard Class	Estimated Government Buy-Down
Hazard Class 3 & 4	\$14,636.65
Hazard Class 5	\$2,198.00
Hazard Class 6	\$60,112.05
Hazard Class 7	\$102,062.44
Total	\$179,009.14

Outstanding Issues

EXEMPTION OF INSTITUTIONAL TAX-EXEMPT PARCELS (NON-GOVERNMENT)

The aggregate cost for the fire services that are available to institutional, wholly tax-exempt properties was estimated as part of the Institutional Property Use Category based on an analysis of each parcel's use. The fair apportionment concepts in the methodology provided within this Assessment Memorandum require an identification of the calls for service to these properties and, therefore, their respective costs. In the event that a policy decision is made to exempt institutional, tax-exempt property, the proportional assessed costs allocated to such exemptions must be funded from other legally available sources because the financial burden of such exemption cannot be apportioned to non-exempt parcels. With any exemption, care should be taken to craft and ensure a non-discriminatory exemption class based upon valid public purpose concepts.

EXEMPTION OF GOVERNMENTAL PARCELS

In addition to the institutional, wholly tax-exempt properties, the aggregate cost for fire services provided to schools and governmental properties (municipalities, county, state, federal and any sovereign state or nation) was also estimated as part of the Institutional Property Use Category based on an analysis of each parcel's use. The fair apportionment concepts in the methodology provided within Assessment Memorandum require an identification of the calls for service to these properties and, therefore, their respective costs. In the event that a policy decision is made to exempt governmental property, the proportional assessed costs allocated to such exemptions must be funded from other legally available sources because the financial burden of such exemption cannot be apportioned to non-exempt parcels.

EXEMPTION OF GOVERNMENTAL PARCELS

A special assessment can be imposed against governmental property to pay for the benefits that such property receives. However, as to each level of government, differing concepts of immunity and other statutory provisions or case law may prevent collection or frustrate special assessment imposition. In addition, Florida case law is clear that the payment of such assessments cannot be enforced by a lien against the public property. Rather, the enforcement remedy would be a judicial action to compel payment. A collateral issue in enforcing payment is the legislative authorization of the public agency to pay the charge or special assessment imposed. Thus, the law establishing the expenditure authority of the specific governmental or public agency or its appropriation discretion must be examined to determine whether the governmental unit has the authority to pay a charge or assessment for fire services provided by the County. From a collection standpoint, each governmental unit should be sent a separate bill and no attempt should be made to collect the special assessment using the Uniform Method.

MOBILE HOME AND RECREATIONAL VEHICLE PARK VACANCY CREDIT

As a consequence of the transient use and potential extraordinary vacancies within mobile home and recreational vehicle (RV) parks as compared to other residential property and the lack of demand for fire services for unoccupied spaces, it is fair and reasonable to provide for an extraordinary vacancy adjustment procedure for mobile home and RV park properties. Vacant mobile home and RV spaces

within a mobile home or RV park will be charged; however, these properties will be eligible for an extraordinary vacancy adjustment for vacant mobile home or RV spaces.

NON-SPECIFIC CALLS

In the fire call analysis, certain fire related calls were classified as non-property specific, because of the location of occurrence in the incident report. These calls represent non-specific incidents that either could not be correlated to a specific parcel or involved auto accidents or other types of incidents along roads and highways. These calls are excluded from the analysis that determines the percentage of calls for service to respective property types and, therefore, are not considered in the determination of the extent of budget required to fund the department. Because the budget is established based on the ability of the department to adequately protect structures, no adjustment has been made to the budget due to non-property specific calls. Further, even if such calls did affect the cost of the department's operations, there are sufficient non-assessment revenues available to offset any impact upon the budget.

MITIGATION CREDITS AND NET REVENUE

Mitigation credits may be granted to parcels with a building equipped with a functioning and properly designed, fully automated fire suppression system or a building that is otherwise designed to be more fire resistant due to unique building construction. They may be applied as simple factors multiplied against the Capacity Units. Any mitigation credits granted by the City will result in a decrease in the amount of the total revenue generated by the City. For purposes of this Assessment Memorandum, we have assumed a 5% reduction in fire protection units associated with mitigation credits.

Appendix A

SITUATION FOUND CODES AND DESCRIPTIONS

Code	Description	EMS
100	Fire, other	No
111	Building fires	No
112	Fires in structures other than in a building	No
113	Cooking fire, confined to container	No
118	Trash or rubbish fire, contained	No
120	Fire in mobile prop. used as a fixed struc., other	No
122	Fire in motor home, camper, recreational vehicle	No
130	Mobile property (vehicle) fire, other	No
131	Passenger vehicle fire	No
132	Road freight or transport vehicle fire	No
138	Off-road vehicle or heavy equipment fire	No
140	Natural vegetation fire, other	No
142	Brush, or brush and grass mixture fire	No
143	Grass fire	No
150	Outside rubbish fire, other	No
151	Outside rubbish, trash or waste fire	No
154	Dumpster or other outside trash receptacle fire	No
161	Outside storage fire	No
162	Outside equipment fire	No
163	Outside gas or vapor combustion explosion	No
210	Overpressure rupture from steam, other	No
251	Excessive heat, scorch burns with no ignition	No
300	Rescue, emergency medical call (EMS) call, other	Yes
311	Medical assist, assist EMS crew	Yes
320	Emergency medical service, other	Yes
321	EMS call, excluding vehicle accident with injury	Yes
322	Vehicle accident with injuries	Yes
323	Motor vehicle/pedestrian accident (MV Ped)	Yes
324	Motor vehicle accident with no injuries	No
331	Lock-in (if lock out , use 511)	No
340	Search, other	No
342	Search for person in water	No
350	Extrication, rescue, other	No
352	Extrication of victim(s) from vehicle	No
353	Removal of victim(s) from stalled elevator	No
357	Extrication of victim(s) from machinery	No
365	Watercraft rescue	No
381	Rescue or EMS standby	Yes
400	Hazardous condition, other	No
410	Flammable gas or liquid condition, other	No
411	Gasoline or other flammable liquid spill	No
412	Gas leak (natural gas or LPG)	No
420	Toxic condition, other	No
421	Chemical hazard (no spill or leak)	No
422	Chemical spill or leak	No
424	Carbon monoxide incident	No

Code	Description	EMS
440	Electrical wiring/equipment problem, other	No
441	Heat from short circuit (wiring), defective/worn	No
442	Overheated motor	No
444	Power line down	No
445	Arcing, shorted electrical equipment	No
460	Accident, potential accident, other	No
461	Building or structure weakened or collapsed	No
463	Vehicle accident, general cleanup	No
480	Attempted burning, illegal action, other	No
500	Service Call, other	No
510	Person in distress, other	No
511	Lock-out	No
512	Ring or jewelry removal	No
520	Water problem, other	No
522	Water or steam leak	No
531	Smoke or odor removal	No
540	Animal problem, other	No
541	Animal problem	No
542	Animal rescue	No
550	Public service assistance, other	No
551	Assist police or other governmental agency	No
552	Police matter	No
553	Public service	No
554	Assist invalid	Yes
555	Defective elevator, no occupants	No
561	Unauthorized burning	No
600	Good intent call, other	No
611	Dispatched & canceled en route	No
621	Wrong location	No
622	No incident found at dispatch address	No
631	Authorized controlled burning	No
641	Vicinity alarm (incident in other location)	No
651	Smoke scare, odor of smoke	No
652	Steam, vapor, fog or dust thought to be smoke	No
653	Barbecue, tar kettle	No
671	Hazmat release investigation w/ no hazmat	No
700	False alarm or false call, other	No
710	Malicious, mischievous false call, other	No
711	Municipal alarm system, malicious false alarm	No
714	Central station, malicious false alarm	No
715	Local alarm system, malicious false alarm	No
730	System malfunction, other	No
731	Sprinkler activation due to malfunction	No
733	Smoke detector activation due to malfunction	No
734	Heat detector activation due to malfunction	No
735	Alarm system sounded due to malfunction	No

Code	Description	EMS
736	CO detector activation due to malfunction	No
740	Unintentional transmission of alarm, other	No
740	Sprinkler activation, no fire - unintentional	No
743	Smoke detector activation, no fire - unintentional	No
744	Detector activation, no fire - unintentional	No
745	Alarm system sounded, no fire - unintentional	No
746	Carbon monoxide detector activation, no CO	No
813	Wind storm, tornado/hurricane assessment	No
814	Lightning strike (no fire)	No
900	Special type of incident, other	No

Appendix B

FIXED PROPERTY USE CODES AND USE DESCRIPTIONS

Code	Description	Hazard Class Assigned
100	Assembly, other	Not Used
110	Fixed use recreation places, other	Hazard Class 5
120	Variable use amusement, recreation places	Hazard Class 5
121	Ballroom, gymnasium	Hazard Class 7
124	Playground	Hazard Class 7
129	Amusement center: indoor/outdoor	Hazard Class 5
130	Places of worship, funeral parlors	Hazard Class 6
131	Church, mosque, synagogue, temple, chapel	Hazard Class 6
134	Funeral parlor	Hazard Class 6
141	Athletic/health club	Hazard Class 7
142	Clubhouse	Hazard Class 7
150	Public or government, other	Hazard Class 6
151	Library	Hazard Class 7
155	Courthouse	Hazard Class 6
160	Eating, drinking places	Hazard Class 5
161	Restaurant or cafeteria	Hazard Class 5
162	Bar or nightclub	Hazard Class 5
173	Bus station	Hazard Class 4
183	Movie theater	Hazard Class 4
200	Educational, other	Hazard Class 7
210	Schools, non-adult	Hazard Class 7
211	Preschool	Hazard Class 7
213	Elementary school, including kindergarten	Hazard Class 7
215	High school/junior high school/middle school	Hazard Class 7
241	Adult education center, college classroom	Hazard Class 7
254	Day care, in commercial property	Hazard Class 7
300	Health care, detention, & correction, other	Hazard Class 7
311	24-hour care Nursing homes, 4 or more persons	Hazard Class 7
321	Mental retardation/development disability facility	Hazard Class 7
331	Hospital - medical or psychiatric	Hazard Class 7
332	Hospices	Hazard Class 7
340	Clinics, Doctors offices, hemodialysis centers	Hazard Class 6
341	Clinic, clinic-type infirmary	Hazard Class 6
342	Doctor, dentist or oral surgeon's office	Hazard Class 6
361	Jail, prison (not juvenile)	Hazard Class 7
365	Police station	Hazard Class 7
400	Residential, other	Hazard Class 7
419	1 or 2 family dwelling	Hazard Class 7
429	Multifamily dwellings	Hazard Class 7
439	Boarding/rooming house, residential hotels	Hazard Class 7
449	Hotel/motel, commercial	Hazard Class 7
460	Dormitory type residence, other	Hazard Class 7
500	Mercantile, business, other	Hazard Class 4
511	Convenience store	Hazard Class 6
519	Food and beverage sales, grocery store	Hazard Class 4
529	Textile, wearing apparel sales	Hazard Class 4

Code	Description	Hazard Class Assigned
549	Specialty shop	Hazard Class 4
557	Personal service, including barber & beauty shops	Hazard Class 4
559	Recreational, hobby, home repair sales, pet store	Hazard Class 4
571	Service station, gas station	Hazard Class 6
579	Motor vehicle or boat sales, services, repair	Hazard Class 4
580	General retail, other	Hazard Class 4
581	Department or discount store	Hazard Class 4
592	Bank	Hazard Class 7
593	Office: veterinary or research	Hazard Class 6
596	Post office or mailing firms	Hazard Class 6
599	Business office	Hazard Class 7
639	Communications center	Hazard Class 6
644	Gas distribution, pipeline, gas distribution	Hazard Class 6
647	Water utility	Hazard Class 6
669	Forest, timberland, woodland	Not Used
700	Manufacturing, processing	Hazard Class 5
800	Storage, other	Hazard Class 4
807	Outside material storage area	Not Used
808	Outbuilding or shed	Not Used
880	Vehicle storage, other	Hazard Class 6
882	Parking garage, general vehicle	Hazard Class 6
888	Fire station	Hazard Class 7
891	Warehouse	Hazard Class 4
898	Dock, marina, pier, wharf	Hazard Class 4
899	Residential or self storage units	Hazard Class 4
900	Outside or special property, other	Not Used
931	Open land or field	Not Used
935	Campsite with utilities	Hazard Class 7
936	Vacant lot	Not Used
940	Water area, other	Not Used
946	Lake, river, stream	Not Used
951	Railroad right of way	Not Used
960	Street, other	Not Used
961	Highway or divided highway	Not Used
962	Residential street, road or residential driveway	Not Used
963	Street or road in commercial area	Not Used
981	Construction site	Not Used
984	Industrial plant yard - area	Hazard Class 6
985	Vehicle parking area	Not Used
000	Property Use, other	Not Used
NNN	None	Not Used
UUU	Undetermined	Not Used

Appendix C

ORANGE COUNTY BUILDING IMPROVEMENT CODES

BUC Code	Description	Hazard Class
0102	SINGLE FAMILY RESIDENTIAL CLASS II	HAZARD CLASS 7
0103	SINGLE FAMILY RESIDENTIAL CLASS III	HAZARD CLASS 7
0104	SINGLE FAMILY RESIDENTIAL CLASS IV	HAZARD CLASS 7
0120	TOWNHOUSE	HAZARD CLASS 7
0121	CLASS II TOWNHOUSE	HAZARD CLASS 7
0122	Townhouse Class III	HAZARD CLASS 7
0201	CLASS I MANUFACTURED HOME	HAZARD CLASS 7
0202	CLASS II MANUFACTURED HOME	HAZARD CLASS 7
0203	MANUFACTURED HOME	HAZARD CLASS 7
0310	MODERN APARTMENT COMPLEX	HAZARD CLASS 7
0314	Mid-Rise Apartment	HAZARD CLASS 7
0349	Multi-Family 11-49 Units	HAZARD CLASS 7
0400	CONDOMINIUM - RESIDENTIAL	HAZARD CLASS 7
0411	CONDOMINIUM - RETAIL	HAZARD CLASS 3-4
0417	CONDOMINIUM - OFFICE 1-3 FLOORS	HAZARD CLASS 7
0419	CONDOMINIUM - PROFESSIONAL BUILDING	HAZARD CLASS 7
0421	CONDOMINIUM - RESTAURANT	HAZARD CLASS 5
0448	CONDOMINIUM - WAREHOUSE	HAZARD CLASS 3-4
0499	CONDO - LAND ONLY	NOT USED
0600	RETIREMENT HOMES	HAZARD CLASS 7
0805	5-UNIT DUPLEX	HAZARD CLASS 7
0812	DUPLEX	HAZARD CLASS 7
0813	TRIPLEX	HAZARD CLASS 7
0822	CLASS II DUPLEX	HAZARD CLASS 7
1004	Vacant Condo Site	HAZARD CLASS 7
1100	STORE 1 STORY	HAZARD CLASS 3-4
1105	Retail Multi-Tenant	HAZARD CLASS 3-4
1107	Retail Multi-Tenant II	HAZARD CLASS 3-4
1110	CONVENIENCE STORE	HAZARD CLASS 6
1115	Free Standing Retail	HAZARD CLASS 3-4
1120	Drug Store	HAZARD CLASS 6
1125	Big Box Rtl Small	HAZARD CLASS 3-4
1130	Big Box Retail Med	HAZARD CLASS 3-4
1135	Big Box Retail Large	HAZARD CLASS 3-4
1200	COMMERCIALLY CONVERTED SINGLE FAMILY RESIDENTIAL	HAZARD CLASS 7
1210	Store/Office/Res Class 2	HAZARD CLASS 7
1300	DEPARTMENT STORE	HAZARD CLASS 3-4
1400	SUPERMARKET	HAZARD CLASS 3-4
1500	SHOPPING CENTER REGIONAL	HAZARD CLASS 3-4
1600	SHOPPING CENTER LOCAL	HAZARD CLASS 3-4
1610	Neighborhood Center	HAZARD CLASS 3-4
1700	OFFICE 1 TO 3 STORY	HAZARD CLASS 7
1702	OFFICE 1 TO 3 STORY	HAZARD CLASS 7
1800	OFFICE 4 OR MORE STORIES	HAZARD CLASS 7
1900	PROFESSIONAL BUILDING	HAZARD CLASS 7

BUC Code	Description	Hazard Class
1910	CHILD CARE FACILITY	HAZARD CLASS 7
1911	Child Care Center Class II	HAZARD CLASS 7
2100	RESTAURANT	HAZARD CLASS 5
2200	CHAIN RESTAURANT	HAZARD CLASS 5
2300	FINANCIAL INSTITUTION	HAZARD CLASS 7
2704	Rv/Motorcycle Dealership	HAZARD CLASS 3-4
2705	Auto Sales - Used	HAZARD CLASS 3-4
2720	TIRE DEALER	HAZARD CLASS 3-4
2730	LUBE FACILITY	HAZARD CLASS 3-4
2740	VEHICLE REPAIR	HAZARD CLASS 3-4
2751	Car Wash Drive Thru	HAZARD CLASS 3-4
2752	Car Wash Automatic	HAZARD CLASS 3-4
2800	PARKING GARAGE	NOT USED
3000	GREENHOUSE	NOT USED
3200	THEATER, ENCLOSED	HAZARD CLASS 7
3400	RECREATION/CLUB BUILDING/MEETING	HAZARD CLASS 7
3800	GOLF COURSE	HAZARD CLASS 7
3910	AVERAGE HOTEL	HAZARD CLASS 7
4100	LIGHT MANUFACTURING	HAZARD CLASS 3-4
4400	PACKING PLANT/COLD STORAGE FREEZERS	HAZARD CLASS 5
4610	FOOD PROCESSING FREEZER	HAZARD CLASS 5
4800	WAREHOUSE	HAZARD CLASS 3-4
4807	Ind Warehouse II	HAZARD CLASS 3-4
4808	Ind Distribution I	HAZARD CLASS 3-4
4810	DISTRIBUTION WAREHOUSE	HAZARD CLASS 3-4
4820	Mini Warehouse	HAZARD CLASS 3-4
4825	Mini Warehouse	HAZARD CLASS 3-4
4830	TRUCK TERMINAL	HAZARD CLASS 3-4
4900	BARN/SHED	HAZARD CLASS 5
7100	CHURCH	HAZARD CLASS 6
7200	SCHOOL/COLLEGE	HAZARD CLASS 7
7400	HOME FOR THE AGED	HAZARD CLASS 7
7600	MORTUARY	HAZARD CLASS 6
7700	CLUB/LODGE/HALL	HAZARD CLASS 7
8000	NOT USED	NOT USED
8300	PUBLIC SCHOOL	HAZARD CLASS 7
8500	HOSPITAL	HAZARD CLASS 7
8600	COUNTY BUILDING	HAZARD CLASS 6
8800	FEDERAL BUILDING	HAZARD CLASS 6
8900	MUNICIPAL BUILDING	HAZARD CLASS 6
9100	UTILITIES	HAZARD CLASS 6

Appendix D

FLORIDA DEPARTMENT OF REVENUE PROPERTY USE CODES

Code	Description
0000	VACANT
0100	SINGLE FAMILY
0200	MOBILE HOME
0300	MULTIFAMILY
0400	CONDOMINIUM
0500	COOPERATIVE
0600	RETIREMENT
0700	MISC. RESIDENCE
0800	MFR <10 UNITS
0900	COMMON AREA
1000	VACANT COMM
1100	STORES
1200	STORE/OFF/RES
1300	DEPT STORE
1400	SUPERMARKET
1500	SH CTR REGIONAL
1600	SH CTR CMMITY
1601	SH CTR NBHD
1700	OFFICE 1 STORY
1701	POST OFFICE
1800	OFF MULTISTORY
1900	PROF OFFICES
2000	AIRPORT
2100	RESTAURANT
2200	REST, DRIVE-IN
2300	FINANCIAL
2400	INSURANCE
2500	SERVICE SHOPS
2600	SERV STATIONS
2700	AUTO SALES
2800	PKG LOT (COMM)
2801	MOBILE HOME PARK
2900	WHOLESALE
3000	FLORIST
3100	DRV-IN THEATER
3200	THEATER
3300	NIGHT CLUBS
3400	BOWLING ALLEY
3500	TOURIST ATTRACTION
3600	CAMPS
3700	RACETRACK
3800	GOLF COURSE
3900	MOTEL
4000	VACANT INDUSTRIAL
4100	LIGHT MFG
4200	HEAVY MFG
4300	LUMBER YD/MILL

Code	Description
4400	PACKING
4500	BOTTLER
4600	FOOD PROCESSING
4700	MIN PROCESSING
4800	WAREH/DIST TERM
4900	OPEN STORAGE
5000	IMPROVED AGRI
5100	CROPSOIL CLASS1
5200	CROPSOIL CLASS2
5300	CROPSOIL CLASS3
5400	TMBR SI 90+
5500	TMBR SI 80-89
5600	TMBR SI 70-79
5700	TMBR SI 60-69
5800	TMBR SI 50-59
5900	TMBR NOT CLSSFD
6000	GRZGSOIL CLASS1
6100	GRZGSOIL CLASS2
6200	GRZGSOIL CLASS3
6300	GRZGSOIL CLASS4
6400	GRZGSOIL CLASS5
6500	GRZGSOIL CLASS6
6600	ORCHARD GROVES
6700	POUL/BEES/FISH
6800	DAIRIES/FEEDLTS
6900	ORN/MISC AGRI
7000	VACANT INSTITUTIONAL
7100	CHURCHES
7200	PRV SCHL/COLL
7300	PRV HOSPITAL
7400	NURSING HOME
7500	ORPHNG/NON-PROF
7600	MORT/CEMETERY
7700	CLB/LDG/UN HALL
7800	SANI/ REST HOME
7900	CULTURAL
8000	WATER MGT DIST
8100	MILITARY
8200	FOREST/PK/REC
8300	PUB CTY SCHOOL
8400	COLLEGE
8500	HOSPITAL
8600	CTY INC NONMUNI
8700	STATE
8800	FEDERAL
8900	MUNICIPAL
9000	LEASEHOLD INT
9100	UTILITY

Code	Description
9200	MING/PET/GASLND
9300	SUBSURF RIGHTS
9400	RIGHT-OF-WAY
9500	RIVERS/LAKES
9600	SEWLG/WASTE LAND
9700	OUTDR REC/PK LD
9800	CENTRALLY ASSD
9900	ACRG NOT ZND AG
9999	EXEMPT

Appendix E

FIRE PROTECTION UNIT ASSIGNMENT TABLE

Square Foot Tier	Min Sq Ft	Max Sq Ft	Equivalent Fire Protection Units	Factored Fire Protection Units
CLASS 7 TIER 1	100	1199	1	0.9847
CLASS 7 TIER 2	1200	1999	1.5	1.4771
CLASS 7 TIER 3	2000	3099	2	1.9694
CLASS 7 TIER 4	3100	4499	2.5	2.4618
CLASS 7 TIER 5	4500	6099	3	2.9541
CLASS 7 TIER 6	6100	7999	3.5	3.4465
CLASS 7 TIER 7	8000	9999	4	3.9388
CLASS 7 TIER 8	10000	12399	4.5	4.4312
CLASS 7 TIER 9	12400	14999	5	4.9235
CLASS 7 TIER 10	15000	17799	5.5	5.4159
CLASS 7 TIER 11	17800	20899	6	5.9082
CLASS 7 TIER 12	20900	24199	6.5	6.4006
CLASS 7 TIER 13	24200	27799	7	6.8929
CLASS 7 TIER 14	27800	31699	7.5	7.3853
CLASS 7 TIER 15	31700	35699	8	7.8776
CLASS 7 TIER 16	35700	39999	8.5	8.3700
CLASS 7 TIER 17	40000	44599	9	8.8623
CLASS 7 TIER 18	44600	49399	9.5	9.3547
CLASS 7 TIER 19	49400	54499	10	9.8470
CLASS 7 TIER 20	54500	59799	10.5	10.3394
CLASS 7 TIER 21	59800	65399	11	10.8317
CLASS 7 TIER 22	65400	71199	11.5	11.3241
CLASS 7 TIER 23	71200	77199	12	11.8164
CLASS 7 TIER 24	77200	83499	12.5	12.3088
CLASS 7 TIER 25	83500	89999	13	12.8011
CLASS 7 TIER 26	90000	96799	13.5	13.2935
CLASS 7 TIER 27	96800	103899	14	13.7858
CLASS 7 TIER 28	103900	111199	14.5	14.2782
CLASS 7 TIER 29	111200	118699	15	14.7705
CLASS 7 TIER 30	118700	126499	15.5	15.2629
CLASS 7 TIER 31	126500	134499	16	15.7552
CLASS 7 TIER 32	134500	142799	16.5	16.2476
CLASS 7 TIER 33	142800	151299	17	16.7399
CLASS 7 TIER 34	151300	159999	17.5	17.2323
CLASS 7 TIER 35	160000	169099	18	17.7246
CLASS 7 TIER 36	169100	178299	18.5	18.2170
CLASS 7 TIER 37	178300	187799	19	18.7093
CLASS 7 TIER 38	187800	197599	19.5	19.2017
CLASS 7 TIER 39	197600	207599	20	19.6940
CLASS 7 TIER 40	207600	217799	20.5	20.1864
CLASS 7 TIER 41	217800	228299	21	20.6787
CLASS 7 TIER 42	228300	239099	21.5	21.1711
CLASS 7 TIER 43	239100	249999	22	21.6634
CLASS 7 TIER 44	250000	261299	22.5	22.1558
CLASS 7 TIER 45	261300	272799	23	22.6481
CLASS 7 TIER 46	272800	284499	23.5	23.1405
CLASS 7 TIER 47	284500	296499	24	23.6328

Square Foot Tier	Min Sq Ft	Max Sq Ft	Equivalent Fire Protection Units	Factored Fire Protection Units
CLASS 7 TIER 48	296500	308699	24.5	24.1252
CLASS 7 TIER 49	308700	321199	25	24.6175
CLASS 7 TIER 50	321200	333899	25.5	25.1099
CLASS 7 TIER 51	333900	346799	26	25.6022
CLASS 7 TIER 52	346800	359999	26.5	26.0946
CLASS 7 TIER 53	360000	373499	27	26.5869
CLASS 7 TIER 54	373500	387199	27.5	27.0793
CLASS 7 TIER 55	387200	401199	28	27.5716
CLASS 7 TIER 56	401200	415399	28.5	28.0640
CLASS 7 TIER 57	415400	429799	29	28.5563
CLASS 7 TIER 58	429800	444499	29.5	29.0487
CLASS 7 TIER 59	444500	459399	30	29.5410
CLASS 7 TIER 60	459400	474599	30.5	30.0334
CLASS 7 TIER 61	474600	489999	31	30.5257
CLASS 7 TIER 62	490000	505699	31.5	31.0181
CLASS 7 TIER 63	505700	521699	32	31.5104
CLASS 7 TIER 64	521700	537799	32.5	32.0028
CLASS 7 TIER 65	537800	554199	33	32.4951
CLASS 7 TIER 66	554200	570899	33.5	32.9875
CLASS 7 TIER 67	570900	587799	34	33.4798
CLASS 7 TIER 68	587800	604999	34.5	33.9722
CLASS 7 TIER 69	605000	622399	35	34.4645
CLASS 7 TIER 70	622400	639999	35.5	34.9569
CLASS 7 TIER 71	640000	657999	36	35.4492
CLASS 7 TIER 72	658000	676099	36.5	35.9416
CLASS 7 TIER 73	676100	694499	37	36.4339
CLASS 7 TIER 74	694500	713099	37.5	36.9263
CLASS 7 TIER 75	713100	731999	38	37.4186
CLASS 7 TIER 76	732000	751199	38.5	37.9110
CLASS 7 TIER 77	751200	770499	39	38.4033
CLASS 7 TIER 78	770500	790199	39.5	38.8957
CLASS 7 TIER 79	790200	999999999	40	39.3880
CLASS 6 TIER 1	100	899	1	1.6803
CLASS 6 TIER 2	900	1599	1.5	2.5205
CLASS 6 TIER 3	1600	2499	2	3.3606
CLASS 6 TIER 4	2500	3499	2.5	4.2008
CLASS 6 TIER 5	3500	4799	3	5.0409
CLASS 6 TIER 6	4800	6199	3.5	5.8811
CLASS 6 TIER 7	6200	7799	4	6.7212
CLASS 6 TIER 8	7800	9699	4.5	7.5614
CLASS 6 TIER 9	9700	11699	5	8.4015
CLASS 6 TIER 10	11700	13899	5.5	9.2417
CLASS 6 TIER 11	13900	16299	6	10.0818
CLASS 6 TIER 12	16300	18899	6.5	10.9220
CLASS 6 TIER 13	18900	21699	7	11.7621
CLASS 6 TIER 14	21700	24699	7.5	12.6023
CLASS 6 TIER 15	24700	27799	8	13.4424
CLASS 6 TIER 16	27800	31199	8.5	14.2826

Square Foot Tier	Min Sq Ft	Max Sq Ft	Equivalent Fire Protection Units	Factored Fire Protection Units
CLASS 6 TIER 17	31200	34699	9	15.1227
CLASS 6 TIER 18	34700	38499	9.5	15.9629
CLASS 6 TIER 19	38500	42399	10	16.8030
CLASS 6 TIER 20	42400	46599	10.5	17.6432
CLASS 6 TIER 21	46600	50899	11	18.4833
CLASS 6 TIER 22	50900	55399	11.5	19.3235
CLASS 6 TIER 23	55400	60099	12	20.1636
CLASS 6 TIER 24	60100	64999	12.5	21.0038
CLASS 6 TIER 25	65000	70099	13	21.8439
CLASS 6 TIER 26	70100	75399	13.5	22.6841
CLASS 6 TIER 27	75400	80899	14	23.5242
CLASS 6 TIER 28	80900	86599	14.5	24.3644
CLASS 6 TIER 29	86600	92399	15	25.2045
CLASS 6 TIER 30	92400	98499	15.5	26.0447
CLASS 6 TIER 31	98500	104699	16	26.8848
CLASS 6 TIER 32	104700	111199	16.5	27.7250
CLASS 6 TIER 33	111200	117799	17	28.5651
CLASS 6 TIER 34	117800	124599	17.5	29.4053
CLASS 6 TIER 35	124600	131599	18	30.2454
CLASS 6 TIER 36	131600	138799	18.5	31.0856
CLASS 6 TIER 37	138800	146199	19	31.9257
CLASS 6 TIER 38	146200	153799	19.5	32.7659
CLASS 6 TIER 39	153800	161599	20	33.6060
CLASS 6 TIER 40	161600	169599	20.5	34.4462
CLASS 6 TIER 41	169600	177799	21	35.2863
CLASS 6 TIER 42	177800	186099	21.5	36.1265
CLASS 6 TIER 43	186100	194699	22	36.9666
CLASS 6 TIER 44	194700	203399	22.5	37.8068
CLASS 6 TIER 45	203400	212399	23	38.6469
CLASS 6 TIER 46	212400	221499	23.5	39.4871
CLASS 6 TIER 47	221500	230799	24	40.3272
CLASS 6 TIER 48	230800	240299	24.5	41.1674
CLASS 6 TIER 49	240300	249999	25	42.0075
CLASS 6 TIER 50	250000	259899	25.5	42.8477
CLASS 6 TIER 51	259900	269999	26	43.6878
CLASS 6 TIER 52	270000	280299	26.5	44.5280
CLASS 6 TIER 53	280300	290799	27	45.3681
CLASS 6 TIER 54	290800	301499	27.5	46.2083
CLASS 6 TIER 55	301500	312299	28	47.0484
CLASS 6 TIER 56	312300	323399	28.5	47.8886
CLASS 6 TIER 57	323400	334599	29	48.7287
CLASS 6 TIER 58	334600	346099	29.5	49.5689
CLASS 6 TIER 59	346100	357699	30	50.4090
CLASS 6 TIER 60	357700	369499	30.5	51.2492
CLASS 6 TIER 61	369500	381499	31	52.0893
CLASS 6 TIER 62	381500	393699	31.5	52.9295
CLASS 6 TIER 63	393700	406099	32	53.7696
CLASS 6 TIER 64	406100	418699	32.5	54.6098

Square Foot Tier	Min Sq Ft	Max Sq Ft	Equivalent Fire Protection Units	Factored Fire Protection Units
CLASS 6 TIER 65	418700	431499	33	55.4499
CLASS 6 TIER 66	431500	444499	33.5	56.2901
CLASS 6 TIER 67	444500	457699	34	57.1302
CLASS 6 TIER 68	457700	470999	34.5	57.9704
CLASS 6 TIER 69	471000	484599	35	58.8105
CLASS 6 TIER 70	484600	498299	35.5	59.6507
CLASS 6 TIER 71	498300	512299	36	60.4908
CLASS 6 TIER 72	512300	526399	36.5	61.3310
CLASS 6 TIER 73	526400	540699	37	62.1711
CLASS 6 TIER 74	540700	555199	37.5	63.0113
CLASS 6 TIER 75	555200	569899	38	63.8514
CLASS 6 TIER 76	569900	584799	38.5	64.6916
CLASS 6 TIER 77	584800	599899	39	65.5317
CLASS 6 TIER 78	599900	615199	39.5	66.3719
CLASS 6 TIER 79	615200	999999999	40	67.2120
CLASS 5 TIER 1	100	699	1	1.6238
CLASS 5 TIER 2	700	1199	1.5	2.4357
CLASS 5 TIER 3	1200	1799	2	3.2476
CLASS 5 TIER 4	1800	2499	2.5	4.0595
CLASS 5 TIER 5	2500	3499	3	4.8714
CLASS 5 TIER 6	3500	4499	3.5	5.6833
CLASS 5 TIER 7	4500	5699	4	6.4952
CLASS 5 TIER 8	5700	6999	4.5	7.3071
CLASS 5 TIER 9	7000	8499	5	8.1190
CLASS 5 TIER 10	8500	9999	5.5	8.9309
CLASS 5 TIER 11	10000	11799	6	9.7428
CLASS 5 TIER 12	11800	13699	6.5	10.5547
CLASS 5 TIER 13	13700	15699	7	11.3666
CLASS 5 TIER 14	15700	17799	7.5	12.1785
CLASS 5 TIER 15	17800	20099	8	12.9904
CLASS 5 TIER 16	20100	22499	8.5	13.8023
CLASS 5 TIER 17	22500	25099	9	14.6142
CLASS 5 TIER 18	25100	27799	9.5	15.4261
CLASS 5 TIER 19	27800	30699	10	16.2380
CLASS 5 TIER 20	30700	33699	10.5	17.0499
CLASS 5 TIER 21	33700	36799	11	17.8618
CLASS 5 TIER 22	36800	39999	11.5	18.6737
CLASS 5 TIER 23	40000	43499	12	19.4856
CLASS 5 TIER 24	43500	46999	12.5	20.2975
CLASS 5 TIER 25	47000	50699	13	21.1094
CLASS 5 TIER 26	50700	54499	13.5	21.9213
CLASS 5 TIER 27	54500	58499	14	22.7332
CLASS 5 TIER 28	58500	62499	14.5	23.5451
CLASS 5 TIER 29	62500	66799	15	24.3570
CLASS 5 TIER 30	66800	71199	15.5	25.1689
CLASS 5 TIER 31	71200	75699	16	25.9808
CLASS 5 TIER 32	75700	80299	16.5	26.7927
CLASS 5 TIER 33	80300	85099	17	27.6046

Square Foot Tier	Min Sq Ft	Max Sq Ft	Equivalent Fire Protection Units	Factored Fire Protection Units
CLASS 5 TIER 34	85100	89999	17.5	28.4165
CLASS 5 TIER 35	90000	95099	18	29.2284
CLASS 5 TIER 36	95100	100299	18.5	30.0403
CLASS 5 TIER 37	100300	105699	19	30.8522
CLASS 5 TIER 38	105700	111199	19.5	31.6641
CLASS 5 TIER 39	111200	116799	20	32.4760
CLASS 5 TIER 40	116800	122499	20.5	33.2879
CLASS 5 TIER 41	122500	128499	21	34.0998
CLASS 5 TIER 42	128500	134499	21.5	34.9117
CLASS 5 TIER 43	134500	140699	22	35.7236
CLASS 5 TIER 44	140700	146999	22.5	36.5355
CLASS 5 TIER 45	147000	153499	23	37.3474
CLASS 5 TIER 46	153500	159999	23.5	38.1593
CLASS 5 TIER 47	160000	166799	24	38.9712
CLASS 5 TIER 48	166800	173699	24.5	39.7831
CLASS 5 TIER 49	173700	180699	25	40.5950
CLASS 5 TIER 50	180700	187799	25.5	41.4069
CLASS 5 TIER 51	187800	195099	26	42.2188
CLASS 5 TIER 52	195100	202499	26.5	43.0307
CLASS 5 TIER 53	202500	210099	27	43.8426
CLASS 5 TIER 54	210100	217799	27.5	44.6545
CLASS 5 TIER 55	217800	225699	28	45.4664
CLASS 5 TIER 56	225700	233699	28.5	46.2783
CLASS 5 TIER 57	233700	241799	29	47.0902
CLASS 5 TIER 58	241800	249999	29.5	47.9021
CLASS 5 TIER 59	250000	258499	30	48.7140
CLASS 5 TIER 60	258500	266999	30.5	49.5259
CLASS 5 TIER 61	267000	275699	31	50.3378
CLASS 5 TIER 62	275700	284499	31.5	51.1497
CLASS 5 TIER 63	284500	293499	32	51.9616
CLASS 5 TIER 64	293500	302499	32.5	52.7735
CLASS 5 TIER 65	302500	311799	33	53.5854
CLASS 5 TIER 66	311800	321199	33.5	54.3973
CLASS 5 TIER 67	321200	330699	34	55.2092
CLASS 5 TIER 68	330700	340299	34.5	56.0211
CLASS 5 TIER 69	340300	350099	35	56.8330
CLASS 5 TIER 70	350100	359999	35.5	57.6449
CLASS 5 TIER 71	360000	370099	36	58.4568
CLASS 5 TIER 72	370100	380299	36.5	59.2687
CLASS 5 TIER 73	380300	390699	37	60.0806
CLASS 5 TIER 74	390700	401199	37.5	60.8925
CLASS 5 TIER 75	401200	411799	38	61.7044
CLASS 5 TIER 76	411800	422499	38.5	62.5163
CLASS 5 TIER 77	422500	433499	39	63.3282
CLASS 5 TIER 78	433500	444499	39.5	64.1401
CLASS 5 TIER 79	444500	999999999	40	64.9520
CLASS 3-4 TIER 1	100	499	1	1.0813
CLASS 3-4 TIER 2	500	899	1.5	1.6220

Square Foot Tier	Min Sq Ft	Max Sq Ft	Equivalent Fire Protection Units	Factored Fire Protection Units
CLASS 3-4 TIER 3	900	1399	2	2.1626
CLASS 3-4 TIER 4	1400	1899	2.5	2.7033
CLASS 3-4 TIER 5	1900	2599	3	3.2439
CLASS 3-4 TIER 6	2600	3399	3.5	3.7846
CLASS 3-4 TIER 7	3400	4299	4	4.3252
CLASS 3-4 TIER 8	4300	5299	4.5	4.8659
CLASS 3-4 TIER 9	5300	6399	5	5.4065
CLASS 3-4 TIER 10	6400	7599	5.5	5.9472
CLASS 3-4 TIER 11	7600	8899	6	6.4878
CLASS 3-4 TIER 12	8900	10299	6.5	7.0285
CLASS 3-4 TIER 13	10300	11899	7	7.5691
CLASS 3-4 TIER 14	11900	13499	7.5	8.1098
CLASS 3-4 TIER 15	13500	15199	8	8.6504
CLASS 3-4 TIER 16	15200	17099	8.5	9.1911
CLASS 3-4 TIER 17	17100	18999	9	9.7317
CLASS 3-4 TIER 18	19000	21099	9.5	10.2724
CLASS 3-4 TIER 19	21100	23199	10	10.8130
CLASS 3-4 TIER 20	23200	25499	10.5	11.3537
CLASS 3-4 TIER 21	25500	27799	11	11.8943
CLASS 3-4 TIER 22	27800	30299	11.5	12.4350
CLASS 3-4 TIER 23	30300	32899	12	12.9756
CLASS 3-4 TIER 24	32900	35499	12.5	13.5163
CLASS 3-4 TIER 25	35500	38299	13	14.0569
CLASS 3-4 TIER 26	38300	41199	13.5	14.5976
CLASS 3-4 TIER 27	41200	44199	14	15.1382
CLASS 3-4 TIER 28	44200	47299	14.5	15.6789
CLASS 3-4 TIER 29	47300	50499	15	16.2195
CLASS 3-4 TIER 30	50500	53799	15.5	16.7602
CLASS 3-4 TIER 31	53800	57199	16	17.3008
CLASS 3-4 TIER 32	57200	60799	16.5	17.8415
CLASS 3-4 TIER 33	60800	64399	17	18.3821
CLASS 3-4 TIER 34	64400	68099	17.5	18.9228
CLASS 3-4 TIER 35	68100	71899	18	19.4634
CLASS 3-4 TIER 36	71900	75899	18.5	20.0041
CLASS 3-4 TIER 37	75900	79899	19	20.5447
CLASS 3-4 TIER 38	79900	84099	19.5	21.0854
CLASS 3-4 TIER 39	84100	88299	20	21.6260
CLASS 3-4 TIER 40	88300	92699	20.5	22.1667
CLASS 3-4 TIER 41	92700	97099	21	22.7073
CLASS 3-4 TIER 42	97100	101699	21.5	23.2480
CLASS 3-4 TIER 43	101700	106399	22	23.7886
CLASS 3-4 TIER 44	106400	111199	22.5	24.3293
CLASS 3-4 TIER 45	111200	115999	23	24.8699
CLASS 3-4 TIER 46	116000	120999	23.5	25.4106
CLASS 3-4 TIER 47	121000	126099	24	25.9512
CLASS 3-4 TIER 48	126100	131299	24.5	26.4919
CLASS 3-4 TIER 49	131300	136599	25	27.0325
CLASS 3-4 TIER 50	136600	141999	25.5	27.5732

Square Foot Tier	Min Sq Ft	Max Sq Ft	Equivalent Fire Protection Units	Factored Fire Protection Units
CLASS 3-4 TIER 51	142000	147499	26	28.1138
CLASS 3-4 TIER 52	147500	153199	26.5	28.6545
CLASS 3-4 TIER 53	153200	158899	27	29.1951
CLASS 3-4 TIER 54	158900	164699	27.5	29.7358
CLASS 3-4 TIER 55	164700	170699	28	30.2764
CLASS 3-4 TIER 56	170700	176699	28.5	30.8171
CLASS 3-4 TIER 57	176700	182799	29	31.3577
CLASS 3-4 TIER 58	182800	189099	29.5	31.8984
CLASS 3-4 TIER 59	189100	195399	30	32.4390
CLASS 3-4 TIER 60	195400	201899	30.5	32.9797
CLASS 3-4 TIER 61	201900	208499	31	33.5203
CLASS 3-4 TIER 62	208500	215099	31.5	34.0610
CLASS 3-4 TIER 63	215100	221899	32	34.6016
CLASS 3-4 TIER 64	221900	228799	32.5	35.1423
CLASS 3-4 TIER 65	228800	235799	33	35.6829
CLASS 3-4 TIER 66	235800	242899	33.5	36.2236
CLASS 3-4 TIER 67	242900	249999	34	36.7642
CLASS 3-4 TIER 68	250000	257299	34.5	37.3049
CLASS 3-4 TIER 69	257300	264799	35	37.8455
CLASS 3-4 TIER 70	264800	272299	35.5	38.3862
CLASS 3-4 TIER 71	272300	279899	36	38.9268
CLASS 3-4 TIER 72	279900	287599	36.5	39.4675
CLASS 3-4 TIER 73	287600	295399	37	40.0081
CLASS 3-4 TIER 74	295400	303299	37.5	40.5488
CLASS 3-4 TIER 75	303300	311399	38	41.0894
CLASS 3-4 TIER 76	311400	319499	38.5	41.6301
CLASS 3-4 TIER 77	319500	327799	39	42.1707
CLASS 3-4 TIER 78	327800	336099	39.5	42.7114
CLASS 3-4 TIER 79	336100	999999999	40	43.2520



Meeting Date: May 20, 2025
Item #: 8

Contact Name: Melanie Sibbitt
Contact Number: Ext. 1026

Department Director: Melanie Sibbitt
City Manager: Craig Shadrix

Subject: Appointment of Members to the Human Relations Diversity Board (HRDB). (City Clerk Sibbitt)

Background Summary:

The Human Relations Diversity Board (HRDB) was established by resolution on September 16, 2003. Subsequent amendments to the resolution followed, with the most recent amendment providing for changes to membership and clarifying requirements as adopted by Resolution 2023-01 on January 17, 2023. The HRDB's general mission is to promote understanding, respect, goodwill, and equality among all citizens and businesses of the City of Ocoee. The board consists of seven (7) voting members: five (5) members are appointed by the City Commissioners, with each Commissioner selecting one member from their respective district, and the Mayor appointing one member from any district. Additionally, two (2) at-large members are chosen by the City Commissioners from a pool of eligible applicants who have submitted an application to serve on City Boards.

In accordance with the by-laws, effective January 1, 2023, the members from District 1, District 3, and the first of the two at-large members were appointed to serve two-year terms, set to expire in May 2025. At the City Commission Meeting held on May 6, 2025, Member Hemraj (Vinny) Singh, representing District 1, and at-large Member Kellie Beck were reappointed. Commissioners Firstner and Oliver were asked to present applicants for consideration at the May 20th Regular Commission Meeting to fill the District 3 seat and the vacant District 4 seat. Commissioner Firstner requested that the City Clerk's Department reach out to the current District 3 member to confirm his interest in reappointment; however, the member expressed uncertainty about continuing to serve. To date, the City Clerk's Department has not received any applications for the District 3 seat. Commissioner Oliver has stated that the sole application, submitted by Robert Henderson of District 4, is his consideration for appointment to the vacant District 4 seat, which has a term expiring in May 2026.

Issue:

Should the Honorable Mayor and City Commissioners appoint Robert Henderson to represent District 4 and fill the currently vacant seat with a term ending in May 2026, and additionally, deem the District 3 seat vacant until an application is submitted for consideration?

Recommendations:

Staff recommends the Honorable Mayor and City Commissioners appoint Robert Henderson to represent District 4 and fill the currently vacant seat with a term ending in May 2026, and additionally, deem the District 3 seat vacant until an application is submitted for consideration.

Attachments:

1. HRDB Application - Robert Henderson - District 4

Financial Impacts:

None

Type of Item: Regular



APPLICATION FOR SERVING ON CITY BOARDS

Please use this form to apply for appointment to a citizen advisory or quasi-judicial board. Completed applications must be signed and submitted to the Office of the City Clerk, 1 N. Bluford Ave., Ocoee, FL 34761 or emailed to ccd@occoee.org. Applications are valid for one (1) year from the date of submission. Please direct any questions to the Office of the City Clerk, 407-905-3105.

All submitted applications are public records under Chapter 119, Florida Statutes, and are open to inspection by all persons.

Name (please print) Robert Henderson E-mail Address Henderson3101@gmail.com
 Home Address 1911 Ancient Oak Dr
 Phone 321-945-7675 City Resident at Least 6 Months? ☒ Yes ☐ No City District # _____

When possible, equal representation for all districts shall be maintained on all advisory boards, and the City Commission shall consider the demographic makeup of the board upon making their appointment.

Place of Work Digital Media Solution Position Supervisor / Accounts Receivable
 Business Address 4800 140th Ave Clearwater FL

US Citizen? ☒ Yes ☐ No Registered Voter? ☒ Yes ☐ No City Employee? ☐ Yes ☒ No Dept. _____

Presently Serve on Quasi-judicial Board? ☐ Yes ☐ No If yes, please describe _____
State law prohibits service on more than one quasi-judicial board or elected/appointed office.

Please indicate the board(s) for which you seek appointment by the City Commission. Financial disclosure and/or background checks are required for certain citizen board members; see footnotes.

☐	Citizen Advisory Council for Fire Dept. ²	☐	Parks & Recreation Advisory Board ²
☐	Citizen Advisory Council for Police Dept. ²	☐	Planning & Zoning Commission ¹
☐	Code Enforcement Board ¹	☐	Personnel Board
☐	General Employees' Retirement Trust Fund Board of Trustees ¹	☐	Police Officers' and Firefighters' Retirement Trust Fund Board of Trustees ¹
☒	Human Relations Diversity Board ²		

¹ Financial disclosure forms must be submitted after appointment to a quasi-judicial board.

² Background checks are required before a member may participate in public-contact events.

Is this for Reappointment? ☐ Yes ☒ No

Have Attended at Least 1 Meeting of Requested Board(s)? ☒ Yes ☐ No

You are strongly encouraged to attend at least one meeting of any board for which you seek appointment prior to submitting your application.

List any education, experience, and/or skill or civic involvement that would be relevant to serving on a board.
Is a Resume Attached? ☒ Yes ☐ No

Education:	B.A. Finance University of Central Florida
Experience:	Resume Attached
Special Knowledge or Skills:	Florida FTS License Health & Accident
Community/Civic Organizations & Involvement:	City of Ocoee Planning & Zoning Commission - NAACP Board of Economic Development
Hobbies or Special Interests:	Biking, sports, movies

ACKNOWLEDGMENT (Check Below):

- ☒ I understand that in accordance with the Florida Sunshine Law, this information will be available for public review and I waive any objections to such publication.
- ☒ If appointed, I agree to faithfully and fully perform the duties of the Board, make every endeavor to serve my full term, and will comply with all laws or Ordinances of the City, County, and State of Florida.
- ☒ I understand, if appointed, an updated application must be submitted to seek appointment to another advisory board.
- ☒ I understand that Financial disclosure forms must be submitted after appointment to a quasi-judicial board.

STATE REPORTING REQUIREMENTS

Section 760.80, F.S., requires the City submit a report annually to the Secretary of State disclosing race, gender, and physical disabilities of board and committee members. Please check the appropriate boxes below:

Race

- ☒ African-American
- ☐ Asian-American
- ☐ Hispanic-American
- ☐ Native American
- ☐ Caucasian

Gender

- ☒ Male
- ☐ Female

Disability

- ☐ Physically Disabled

By my signature below, I attest that the information provided herein is true and correct, and I acknowledge and agree that a background check will be required when my duties include contact with the public.

Signature

Date

5/10/2022

Collections & Sales Management

Dynamic and results-driven professional with 15+ years of experience in streamlining collections, loan servicing, and loss mitigation processes in the auto-financing, real estate, and digital marketing industries. Proven track record of increasing portfolio performance by revising commissions compensation plans, focusing on KPIs, and implementing policies and procedures that drive results. Skilled in coaching team members on customer service, negotiation, and complaint resolution through comprehensive training sessions. Expertise in managing a range of collections processes, including dispute settlements, asset recovery, and account write-offs. Possess a strong sales background with a history of promoting and selling various products to drive organizational profitability.

Areas of Expertise

- ◆ Collections Management
- ◆ Strategic Planning
- ◆ Team Leadership/Training
- ◆ KPI Implementation
- ◆ Profit Margin Improvement
- ◆ Portfolio Administration
- ◆ Loss Mitigation Management
- ◆ Sales Management
- ◆ Staff Development/Growth
- ◆ Data Analysis & Reporting
- ◆ Loan Servicing Supervision
- ◆ Audits & Regulatory Compliance
- ◆ Superior Customer Service
- ◆ Cross-Functional Collaboration
- ◆ Stakeholder Coordination

Professional Experience

Digital Media Solutions | Clearwater, FL

Account Receivables Collections supervisor

May 2022 – Present

Managing and overseeing Accounts Receivable processes, coordinating functions between clients and internal departments, managing daily collections and reconciliations, and resolving escalated client issues. Streamlining processes, improving D.S.O., and implementing new workflows increasing department efficiency.

- Revamping and modernizing Accounts Receivable processes by streamlining and implementing new workflows, resulting in a significant 15% decline in Days Sales Outstanding (D.S.O.). Leveraging analytical skills to identify inefficiencies and recommend process improvements, leading a more efficient and effective department.
- Streamlining and optimizing daily Accounts Receivable collections, by coordinating and integrating essential functions between clients, accounts receivable, and accounts payable. Overseeing and managing account reconciliations, invoice disputes, escalated client issues, and implementing new workflows increasing departmental efficiency.
- Conducting comprehensive analysis and creating detailed aging summary reports, forecasting workload and distribution of tasks. Communicating relevant issues and findings to the executive leadership team, providing valuable insights and recommendations to enhance departmental performance.

Southern Auto Finance Company | Fort Lauderdale, FL

Loan Servicing Supervisor

Nov 2018 – Oct 2021

Ensuring alignment of overall company processes with federal law by conducting audits while monitoring financial trends and presenting reports accordingly to facilitate leadership with informed decision-making. Creating a skip tracing manual to locate a debtor that failed to answer or return repeated calls and emails.

- Leading a team of 15 members and implementing coaching/employee development strategies to achieve key goals and objectives.
- Improving overall agent performance by analyzing KPIs and delivering one-on-one coaching sessions.
- Acting as a creative problem-solver; identifying and resolving issues and customer complaints in collaboration with the sales department.
- Maintaining high-quality service standards to achieve maximum client satisfaction.

Capital Resorts Group | Clearwater, FL

Senior Portfolio Manager

Mar 2017 – Sep 2018

Robert Henderson

2

Redrafted commissioned employee compensation plan by aligning commissions with specific delinquency metric attainment. Delivered innovative solutions to successfully execute cornerstone business initiatives, including restructuring commissions, securing significant profit margins, and keeping company processes contemporary. Proposed initiatives for better client account performance based on detailed data analysis.

- Accomplished departmental goals and significantly reduced overall portfolio delinquency by managing 35+ loan servicing agents, supervisors, and administrators.
- Drove 18% year-over-year improvement in portfolio performance by revising the compensation plan and refocusing on agent retention and KPI.
- Increased workforce productivity and achieved cost savings by establishing cross-functional training processes.

Timescape Resorts | Kissimmee, FL
Manager, Loss Mitigation

Jan 2011 – Jul 2016

Led a team to steer a wide range of collections processes, including dispute settlements, late-stage asset recovery, and "written-off" accounts. Created and provided comprehensive data-driven reports with conclusions and recommendations for executive review. Established seamless collaboration with attorneys and regulatory agencies to drive cohesive operations. Approved loan modifications while conducting pre-foreclosure reviews and providing recommendations to management.

- Generated over 2 million in revenues by devising robust collections strategies.
- Enhanced skillset of staff members in customer service, negotiation tactics, and complaint resolution via training.

Legacy Resorts | Kissimmee, FL
Analyst, Loss Mitigation

Jan 2007 – Jan 2011

Built a network of productive business relationships in the financial community while gainfully negotiating with debtor's attorneys. Identified and maximized potential process improvements or system enhancements to avoid loss prevention.

- Safeguarded investment portfolios by conducting risk assessment measures.
- Increased profitability by conducting mortgage modification evaluations.

Additional Experience

Inside Sales Associate | Pitney Bowes Corporation

Inside Sales Associate | Sears and Montgomery Ward

Professional selling at Metro State University in St. Paul, Minnesota and worked out of the Bloomington Minnesota Pitney Bowes office.

Education

Bachelor's Degree in Finance

University of Central Florida

Undergraduate Studies, Microbiology

University of Minnesota

Leadership & Philanthropy

Board Membership | Planning and Zoning, City of Ocoee, FL

Economic Development | Orlando Chapter NAACP Additions Program

Volunteer | Orange County School System

Associate Member | National Black MBA Association