



Town Council Meeting

July 10, 2023 at 6:00 PM

Howey-in the-Hills Town Hall

101 N. Palm Ave.,

Howey-in-the-Hills, FL 34737

Join Zoom Meeting: <https://us06web.zoom.us/j/82399055414?pwd=Rlo1R1NRbjhiTUVUTVc3em1qeTl5UT09>
Meeting ID: 823 9905 5414 | **Passcode:** 405021

AGENDA

Call the Town Council Meeting to order
Pledge of Allegiance to the Flag
Invocation by Councilor Reneé Lannamañ

ROLL CALL

Acknowledgement of Quorum

AGENDA APPROVAL/REVIEW

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish to discuss any item, the procedure is as follows: (1) Pull the item(s) from the Consent Agenda; (2) Vote on the remaining item(s); and (3) Discuss each pulled item and vote.

- 1.** The approval of the minutes and ratification and confirmation of all Town Council actions at the June 26, 2023 Town Council Workshop.
- 2.** The approval of the minutes and ratification and confirmation of all Town Council actions at the June 26, 2023 Town Council Meeting.
- 3.** Consideration and Approval: **SMW Geosciences Proposal for Well Drilling Design, Compliance, and Oversight Services**

PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

- 4.** Discussion: **FGUA Presentation on Water and Wastewater**
- 5.** Discussion: **Wastewater Planning**
- 6.** Discussion: **SRO Contract Update**

7. Consideration and Approval: **FY 2024 Budget Public Hearing Dates Selection**

DEPARTMENT REPORTS

- [8.](#) Town Hall
- [9.](#) Police Department
- [10.](#) Code Enforcement
- [11.](#) Public Works
- [12.](#) Library
- 13. Parks & Recreation Advisory Board / Special Events
- 14. Town Attorney
- [15.](#) Finance Supervisor
- 16. Town Manager

COUNCIL MEMBER REPORTS

- 17. Mayor Pro Tem Gallelli
- 18. Councilor Lehning
- 19. Councilor Miles
- 20. Councilor Lannamañ
- 21. Mayor MacFarlane

PUBLIC COMMENTS

Any person wishing to address the Mayor and Town Council and who is not on the agenda is asked to speak their name and address. Three (3) minutes is allocated per speaker.

ADJOURNMENT

To Comply with Title II of the Americans with Disabilities Act (ADA):

Qualified individuals may get assistance through the Florida Relay Service by dialing 7-1-1. Florida Relay is a service provided to residents in the State of Florida who are Deaf, Hard of Hearing, Deaf/Blind, or Speech Disabled that connects them to standard (voice) telephone users. They utilize a wide array of technologies, such as Text Telephone (TTYs) and ASCII, Voice Carry-Over (VCO), Speech to Speech (STS), Relay Conference Captioning (RCC), CapTel, Voice, Hearing Carry-Over (HCO), Video Assisted Speech to Speech (VA-STs) and Enhanced Speech to Speech.

Howey Town Hall is inviting you to a scheduled Zoom meeting.

Topic: **Town Council Meeting**

Time: **Jul 10, 2023 06:00 PM Eastern Time (US and Canada)**

Join Zoom Meeting

<https://us06web.zoom.us/j/82399055414?pwd=Rlo1R1NRbjhiTUVUTVc3em1qeTI5UT09>

Meeting ID: 823 9905 5414

Passcode: 405021

Dial by your location

+1 646 558 8656 US (New York)

+1 346 248 7799 US (Houston)

Meeting ID: 823 9905 5414

Passcode: 405021

Find your local number: <https://us06web.zoom.us/j/kcqGYtji9Z>

Please Note: In accordance with F.S. 286.0105: Any person who desires to appeal any decision or recommendation at this meeting will need a record of the proceedings, and that for such purposes 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. The Town of Howey-in-the-Hills does not prepare or provide this verbatim record. Note: In accordance with the F.S. 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact Town Hall, 101 N. Palm Avenue, Howey-in-the-Hills, FL 34737, (352) 324-2290 at least 48 business hours in advance of the meeting.



Town Council Workshop

June 26, 2023 at 5:15 PM

Howey-in the-Hills Town Hall
101 N. Palm Ave.,
Howey-in-the-Hills, FL 34737

MINUTES

Mayor MacFarlane called the Town Council Workshop to order at 5:21 p.m.

ROLL CALL

Acknowledgement of Quorum

MEMBERS PRESENT:

Councilor Reneé Lannamañ | Councilor David Miles | Councilor George Lehning | Mayor Pro Tem Marie V. Gallelli | Mayor Martha MacFarlane

STAFF PRESENT:

Sean O'Keefe, Town Administrator | John Brock, Town Clerk | Tom Harowski, Town Planner (Zoom) | Tom Wilkes, Town Attorney (Zoom)

NEW BUSINESS

1. Discussion: **Town Manager Annual Review**

Mayor MacFarlane explained that the Town Council needed to set the form and format for the required Annual Town Manager Review. Mayor MacFarlane stated that she had solicited formats of Town Manager Evaluation from five communities, receiving two responses. Mayor MacFarlane also reached out to two Universities and found two suggested formats for the Town Manager review. It was suggested that a self-evaluation would need to be conducted, goal and milestones would need to be set for deliverables that would be used for the evaluation, and then each Town Councilor would individually fill out an evaluation on the Town Manager.

Councilor Miles questioned if all the Town Councilors had received a copy of the Town Manager's Agreement. Councilor Miles then referenced paragraph 2 of item #4 (Compensation) of the Town Manager's Agreement. The provision of the agreement that Councilor Miles was concerned about was how the annual increase of 3% or the percentage of the Consumer Price Index for all Urban Consumers (CPI-U), all items, from the Bureau of Labor Statistics, whichever is greater, was computed. The Town Manager Agreement does not specifically state over which period of time the CPI-U would be referenced. Councilor Miles suggested that the Town Manager Agreement needs to be amended to specify the period of time, which should be from June to June, to determine the CPI-U. Councilor Lannamañ agreed with Councilor Miles on the time period to be used to compute the CPI-U.

Councilor Miles noted that the Town Manager's review will have no bearing on his compensation and his annual increase.

Councilor Miles also pointed out that the Town Manager, Sean O'Keefe, did not officially take his position until October 1, 2022. Councilor Miles stated that he thought that the annual period that should be reviewed should be from October 1, 2022 to September 30, 2023.

Mayor Pro Tem Gallelli stated that she thought that the Town Manager's annual pay increase should be performance based.

Councilor Lannamañ agreed with Councilor Miles about the time period for the Town Manager's first review.

Councilor Lehning stated that the Town Manager's pay raise is set; if the Town Council is not happy with his performance, they should fire him.

Mayor MacFarlane suggested that a portion of the Town Manager's annual pay increase could be tied to his performance and annual review.

Councilor Miles stated that he agreed that a portion of the Town Manager's annual pay increase could be tied to his performance and annual review, but that would be a major change to the Town Manager's contract.

Mayor MacFarlane suggested that, if the Town Manager received a "meets the minimum performance standards", he should receive the 3%, or CPI-U % increase currently in his contract, but if he exceeds the minimum standards, he should receive an amount above the agreed-upon standards.

Councilor Lehning suggested that four items should be used as metrics on how the Town Manager should be judged. The four suggested items are: 1) Town Goals (how the Town Manager responds to the Town Goals), 2) Management of Staff, 3) Financial Reports and Budgeting, and 4) Training and Retention of Staff.

Councilor Lannamañ suggested that the Town Council should use the nine-page Town Manager Performance Evaluation that was included in the workshop's packet, which was titled "21-22 Town-Manager-Performance-Dimensions-Rated..R1 (003).pdf".

Mayor MacFarlane stated that, if the Town Council could decide what the Town's primary goals were, the Town Council could use Councilor Lehning's 4 item metric to rate the Town Manager's performance for the previous year. Mayor MacFarlane suggested that maybe the Town's CIP could be used as the Town's goals.

Councilor Miles stated that he liked the nine-page evaluation form that Councilor Lannamañ suggested.

Mayor MacFarlane summarized that the Town Council had decided on the time period being October 1, 2022 to September 30, 2023 being the time period to be reviewed, that the nine page form was the form that would be used, but that the decision of what goals to be considered for the review had not been decided on.

Councilor Lehning suggested that, Town-wide, a 360-review could be required.

Councilor Miles suggested that the Town Councilors should take the nine-page evaluation and attach goal items to the 10 items that were listed in the evaluation and then come back together in a month to finalize the evaluation to be used for the review. There was a consensus from the other Town Councilors that this should happen. Mayor MacFarlane stated that she would convert the PDF file to a Word document and then send it out to the other Town Councilors so that they could work with it.

PUBLIC COMMENTS

Any person wishing to address the Mayor and Town Council and who is not on the agenda is asked to speak their name and address. Three (3) minutes is allocated per speaker.

Tim Everline, 1012 N. Lakeshore Blvd. – Mr. Everline stated that he agreed with Councilor Lehning’s metrics but thought that Communication with Staff should be added to item #2 Management of Staff. Mr. Everline stated that adherence to budget should be added to the metrics which would evaluate the Town Manager.

ADJOURNMENT

There being no further business to discuss, Mayor MacFarlane adjourned the Town Council Workshop.

The Meeting adjourned at 5:56 p.m. | **Attendees: 26**

Mayor Martha MacFarlane

ATTEST:

John Brock, Town Clerk



Town Council Meeting

June 26, 2023 at 6:00 PM

Howey-in-the-Hills Town Hall
101 N. Palm Ave.,
Howey-in-the-Hills, FL 34737

MINUTES

Mayor MacFarlane called the Town Council Meeting to order at 6:00 p.m.
Mayor MacFarlane led the attendees in the Pledge of Allegiance to the Flag.
Councilor Reneé Lannamañ delivered an invocation.

ROLL CALL

Acknowledgement of Quorum

MEMBERS PRESENT:

Councilor Reneé Lannamañ | Councilor David Miles | Councilor George Lehning | Mayor Pro Tem Marie V. Gallelli | Mayor Martha MacFarlane

STAFF PRESENT:

Sean O'Keefe, Town Administrator | John Brock, Town Clerk | Tom Harowski, Town Planner (Zoom) | George Brown, Police Lieutenant | Tom Wilkes, Town Attorney (Zoom) | Rick Thomas, Police Chief

AGENDA APPROVAL/REVIEW

Motion made by Mayor MacFarlane to allow Lake County School Board representatives to speak at the beginning of the meeting; Seconded by Councilor Lannamañ. Motion passed by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: Councilor Miles

Scott Ward, Chief Financial Officer, for Lake County Schools and Dr. Robin Meyers, Principal, for Lake Hills School spoke on behalf of Lake County Schools and their utilization of Howey-in-the-Hills Police Department Officers as School Resource Officers for the three schools within the Town of Howey-in-the-Hills.

Motion made by Councilor Lannamañ to approve the meeting's agenda; seconded by Councilor Miles. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

CONSENT AGENDA

Routine items are placed on the Consent Agenda to expedite the meeting. If Town Council/Staff wish to discuss any item, the procedure is as follows: (1) Pull the item(s) from the Consent Agenda; (2) Vote on the remaining item(s); and (3) Discuss each pulled item and vote.

1. The approval of the minutes and ratification and confirmation of all Town Council actions at the June 12, 2023 Town Council Meeting.

Motion made by Councilor Miles to approve the Consent Agenda; seconded by Councilor Lehning. Motion approved unanimously by voice vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

PUBLIC HEARING

2. Consideration and Approval: (Adoption Stage) **Ordinance 2023-001**

Mayor MacFarlane read out loud the ordinance title for Ordinance 2023-001.

AN ORDINANCE OF THE TOWN OF HOWEY-IN-THE-HILLS, FLORIDA, PERTAINING TO COMPREHENSIVE PLANNING; AMENDING CERTAIN POLICIES UNDER OBJECTIVE 1.11 IN THE FUTURE LAND USE ELEMENT OF THE TOWN'S COMPREHENSIVE PLAN; AMENDING POLICY 1.11.4 TO ELIMINATE OBSOLETE WORDING PERTAINING TO ARCHITECTURAL GUIDELINES IN THE TOWN'S LAND DEVELOPMENT REGULATIONS; AMENDING POLICY 1.11.6 IN ITS ENTIRETY TO ELIMINATE THE REQUIREMENT FOR NEW LAND DEVELOPMENT TO FOLLOW THE TOWN'S EXISTING STREET GRID PATTERN AND, INSTEAD, TO SUPPORT NEIGHBORHOOD CONNECTIVITY BY OTHER MEANS; CREATING NEW OBJECTIVE 1.11.7 TO SPECIFY THE MINIMUM NUMBER OF VEHICULAR ACCESS POINTS FOR NEW DEVELOPMENT WITH 50 LOTS OR MORE; PROVIDING FOR CONFLICT, CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.

Mayor MacFarlane asked Town Planner, Tom Harowski to introduce this item. Mr. Harowski explained that this Ordinance was the same Ordinance that the Town Council had voted to transmit to the Florida Department of Economic Opportunity for review in the January 23, 2023 Town Council Meeting.

Mayor MacFarlane opened Public Comment for this item only.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated that he just wanted one opening for neighborhoods.

Paul Hoar, 503 Mission Ln. – Mr. Hoar did not want a higher density of growth within the Town of Howey-in-the-Hills.

Tim Everline, 1012 N Lakeshore Blvd. – Mr. Everline did not believe that 1.11.7 was what was proposed and did not like the phrase “other means” regarding promoting neighborhood connectivity.

Brittany Lerch, 25926 Bloomfield Ave., Howey-in-the-Hills (unincorporated Lake County) – Mrs. Lerch wanted to know how this would affect roads that were past capacity.

Joshua Husemann, 671 Avila Pl. – Mr. Husemann wanted to point out that Mr. Gunesch had raised his hand.

Eric Gunesch, 448 Avila Pl. – Mr. Gunesch wanted to make sure that the use of stormwater retention ponds for irrigation was in the negotiations with PUDs in the future.

Mayor MacFarlane closed Public Comment.

Motion made by Councilor Miles to approve Ordinance 2023-001; seconded by Councilor Lannamañ. Motion approved unanimously by roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

3. Consideration and Approval: (Second Reading) **Ordinance 2023-011 - Amendment to the Land Development Code (LDC) Referring to Chapter 9 Boards and Committees**

Mayor MacFarlane read out loud the ordinance title for Ordinance 2023-011.

AN ORDINANCE OF THE TOWN OF HOWEY-IN-THE-HILLS, FLORIDA, PERTAINING TO LAND USE; AMENDING SECTIONS 9.00.00 THROUGH 9.04.00, INCLUSIVE, OF THE TOWN'S LAND DEVELOPMENT CODE (LDC); CLARIFYING THAT CHAPTER 9 OF THE LDC APPLIES ONLY TO BOARDS AND COMMITTEES INVOLVED IN LAND-DEVELOPMENT MATTERS; CLARIFYING THAT DEVELOPMENT REVIEW COMMITTEE (DRC) MEETINGS ARE OPEN TO THE PUBLIC AND REQUIRED TO INCLUDE PUBLIC COMMENT ON AGENDA ITEMS; MAKING OTHER CHANGES TO PROVISIONS GOVERNING THE DRC; CLARIFYING NUMEROUS PROVISIONS RELATED TO APPOINTMENTS, TERMS, QUORUMS, AND VACANCIES FOR LAND-DEVELOPMENT BOARDS AND COMMITTEES; REVISING PROVISIONS PERTAINING TO VOTING CONFLICTS OF INTEREST ON THE PART OF BOARD AND COMMITTEE MEMBERS TO INCORPORATE THE STATE ETHICS CODE FOR PUBLIC OFFICERS; PROVIDING AN EFFECTIVE DATE.

Mayor MacFarlane asked Town Planner, Tom Harowski to introduce this item. Mr. Harowski explained this Ordinance that would amend the Town's Land Development Code.

Mayor MacFarlane opened Public Comment for this item only.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated that he was confused about the development committee and thought proposals should go to the planning first.

Mayor MacFarlane closed Public Comment.

Motion made by Councilor Miles to approve Ordinance 2023-011; seconded by Councilor Lehning. Motion approved unanimously by roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

OLD BUSINESS

None

NEW BUSINESS

4. Discussion: **Town Oktoberfest Event**

Mayor MacFarlane asked Lt. George Brown (Howey Police Department), Events Committee Chair, to introduce this item. Lt. Brown asked for guidance from the Town Council as to whether the previously budgeted event, the Oktoberfest Event, should still be put on by the Town.

Councilor Lannamañ wanted to know what the budget was for this event. Town Manager, Sean O'Keefe, explained that the budget for this event was \$49,000. Mayor Pro Tem Gallelli asked if there were financial commitments that the Town had already made to vendors for this event. Mr. O'Keefe explained that the Town had committed to fully pay the German band.

Steve Weimer, Howey Men's Club President, explained that the Howey Men's Club non-profit organization had historically assisted the Town with volunteers for Town Events and had been asked to assist with the Town's Oktoberfest Event.

Mayor Pro Tem Gallelli wanted to know what an insurance rider for the Town would cost to cover possible liabilities. Mayor Pro Tem Gallelli also wanted to know if there were any possible corporate sponsors for the proposed event.

Councilor Lannamañ was concerned about liability for this event.

Mayor MacFarlane opened Public Comment for this item only.

Suong Miles, 500 E Camelia Way – Mrs. Miles stated that the Howey Garden Club would not be participating in or supporting this event.

Ellen Yarckin, 800 Citrus Ave. – Ms. Yarckin stated that she felt like the Town was just paying for a party.

Tim Everline, 1012 N Lakeshore Blvd. – Mr. Everline questioned what the benefit to the Town would be to host an Oktoberfest event and stated that he did not believe that the Town wanted it.

DeAnna Thomas, (Address exempt due to F.S. 119.071 (4) (d) 2.a) – Mrs. Thomas stated that the Town Council needs to be wise stewards of the Town's money and did not feel that hosting this event would reflect that.

Mayor MacFarlane closed Public Comment.

Councilor Lehning stated that cancelling this event would be a slap in the face to volunteers who had been working on behalf of the Town to put this event on.

Mayor MacFarlane opened Public Comment for this item again.

Peter Tuite, 300 E Croton Way – Mr. Tuite stated that he thought that the Parks and Recreation Board used to supervise the Events Committee and that currently it seemed too unorganized. Mr. Tuite also said that he was not happy with the musical acts or the time of the event.

Mayor MacFarlane closed Public Comment for this item again.

Motion made by Councilor Lannamañ to cancel the Oktoberfest Event; seconded by Mayor Pro Tem Gallelli. Motion passed unanimously with a roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Councilor Lehning, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: None

Mayor MacFarlane wanted the Town to ask if the German band, which the Town had already committed to paying, would play during the Town's Christmas festival for the amount that the Town currently owed, since the Town would not be using them for Oktoberfest.

5. Discussion: **SRO Update**

Councilor Lehning stated that, before he made a decision on this topic, he wanted to know from the Town Manager the full annual cost to the Town to hire a Police Officer.

Councilor Miles asked Scott Ward, CFO for Lake County Schools, if Lake County Schools only covers the pay and benefits costs for a School Resource Officer (SRO). Mr. Ward stated that Lake County Schools would only reimburse for salary and benefits.

Councilor Miles stated that he believed that zero kids from Howey-in-the-Hills actually attend any of the three schools that the Town was providing SRO officers for. Councilor Miles also stated that he had heard that the Lake County School Superintendent had stated that she would have been OK with just a 5% cost increase off last year's numbers and asked Mr. Ward if that would be acceptable. Mr. Ward said that he could not make a commitment on behalf of Lake County Schools.

Mayor MacFarlane opened Public Comment for this item only.

Peter Tuite, 300 E Croton Way – Mr. Tuite thinks the Lake County School Board should pay whatever the Town asks for.

Lt. George Brown, Howey-in-the-Hills Police Department – Lt. Brown said that he thought the Town Council should focus on the three SROs that could lose their jobs if the Town does not successfully negotiate a contract with the Lake County School Board.

Tim Everline, 1012 N. Lakeshore Blvd. – Mr. Everline stated that he believed that having the three SROs helped the Police Chief from scheduling overtime for other officers.

DeAnna Thomas, (Address exempt due to F.S. 119.071 (4) (d) 2.a) – Mrs. Thomas stated that she believed that the Town was getting the equivalent of a full-time officer by supplying the three SROs.

Azure Botts, Code Enforcement Officer – Officer Botts stated that she was unhappy with the way individuals had described children who went to the three schools within the Town.

Ann Griffin, 215 E Laurel Ave. – Ms. Griffin stated that she thought the police were important and that she supports them.

Mayor MacFarlane closed Public Comment.

Motion made by Councilor Miles to submit a proposal of last year's agreed-to numbers for the 3 SROs with a 5% overall increase; seconded by Councilor Lannamañ. Motion passed by roll-call vote.

Voting

Yea: Councilor Lannamañ, Councilor Miles, Mayor Pro Tem Gallelli, Mayor MacFarlane

Nay: Councilor Lehning

DEPARTMENT REPORTS

6. Town Manager

Town Manager, Sean O’Keefe, stated that developers of the proposed Cedar Creek Development would be hosting a Community Meeting at the Marianne Beck Memorial Library on 06/27/2023. Mr. O’Keefe announced dates of other upcoming meetings.

COUNCIL MEMBER REPORTS

7. Mayor Pro Tem Gallelli

Mayor Pro Tem Gallelli said that she had spoken with a representative from GFL and even though yard waste was scheduled for Mondays they do sometime pick up on Tuesdays.

Mayor Pro Tem Gallelli reminded the audience that Development Review Committee meetings were recorded and that you could request an audio copy of any meeting from Town Hall.

Mayor Pro Tem Gallelli stated that there would be no second floor built on the Town’s Library.

Mayor Pro Tem Gallelli asked about the land set aside for the county to purchase and build a fire station on. Mayor Pro Tem Gallelli also asked about the Adopt A Bump-Out Program.

8. Councilor Lehning

Councilor Lehning stated that he would not be able to physically attend the first budget meeting, as he would be on vacation.

Councilor Lehning stated that he would like to ask the MPO to build a bypass around the Town of Howey-in-the-Hills.

9. Councilor Miles

Councilor Miles asked if the Town was still on track for a July 10th start date for the N. Dixie Dr. Project. Mr. O’Keefe stated that the contractor was still starting that week and that the Town Clerk and Public Works Director had already disseminated notices to the affected properties along N. Dixie Dr. Councilor Miles stated that he would like a copy of the letter that was given out to be emailed to all Councilors.

Councilor Miles asked about the status of the grant application for the two generators for Venezia lift stations. Mr. O’Keefe stated that the Florida Department of Emergency Management would be scheduling a meeting with the Town’s Public Works Director for some time in the future. Councilor Miles stated that he would like to be notified when that meeting was scheduled.

Councilor Miles asked about the status of the stormwater grant that was approved in May. Mr. O’Keefe stated that he would confirm with the Public Works Director and Town Engineer what the next steps would be.

Councilor Miles asked if all other Town Councilors had received copies of the letter that the Town had sent to Lake County in reference to the Town retaining its rights to provide water and wastewater

services to the Drake Point Development. Mr. O’Keefe stated that he would send that letter to all of the other Town Council members.

Councilor Miles congratulated Mayor MacFarlane for the \$4.25 million state appropriation for Water Treatment Plant #3.

Councilor Miles asked if the Town Attorney had set up a meeting with the Drake Point developers yet. Tom Wilkes, Town Attorney, stated that he had not heard back from them about that meeting.

Councilor Miles asked if all Town Councilors had been briefed on the possible acquisition of land for future wastewater parcels.

10. Councilor Lannamañ

Councilor Lannamañ stated that it was important for the Town Councilors to stay focused on the bottom line and listening to taxpayers.

11. Mayor MacFarlane

Mayor MacFarlane announced the Water Treatment Plant #3 Groundbreaking event on Thursday, July 20, 2023, at 9:00 AM. Mayor MacFarlane stated that she would like banners thanking the representatives and their efforts at the groundbreaking event. Mayor MacFarlane also stated that the Town would be looking for additional funds to support the Utility Department and would be soliciting public participation and support for those efforts.

Mayor MacFarlane explained the purpose of the Development Review Committee.

Mayor MacFarlane stated that she thought that the Town Comprehensive Plan should state that the Town only wanted to allow two lanes on S.R. 19 through the Town.

Mayor MacFarlane stated that she wanted Impact Fees, such as a potential wastewater impact fee, to be on the next Town Council Meeting Agenda. Mr. O’Keefe stated that the Town Attorney would need to be heavily involved in the impact fee effort. Mayor MacFarlane stated that she would like to see something drafted and sent to the Town Attorney, so that he could begin working on this process. Councilor Miles stated that he would like to see an October 1, 2023 start date for the potential wastewater impact fee.

PUBLIC COMMENTS

Any person wishing to address the Mayor and Town Council and who is not on the agenda is asked to speak their name and address. Three (3) minutes is allocated per speaker.

Andi Everline, 1012 N Lakeshore Blvd. – Mrs. Everline thanked the Town for cleaning up the vegetation on the lakefront along Lakeshore Blvd. Mrs. Everline stated that she was in support of the Town-supplied SROs.

Doug and Cheri Madden, 218 Messina Pl. – The Madden’s were concerned about the Annual Drinking Report that was just sent out to the residents and it stated that it was for 2022 and they wondered why it was so far out of date.

Tim Everline, 1012 N Lakeshore Blvd. – Mr. Everline asked about when the groundbreaking was scheduled for the Water Treatment Plant #3. It was scheduled for Thursday, July 20, 2023, at 9:00 AM.

ADJOURNMENT

There being no further business to discuss, a motion was made by Mayor Pro Tem Gallelli to adjourn the meeting; Councilor Miles seconded the motion. Motion was approved unanimously by voice vote.

The Meeting adjourned at 8:48 p.m. | **Attendees: 66**

Mayor Martha MacFarlane

ATTEST:

John Brock, Town Clerk



June 29, 2023

TO: Sean O'Keefe, Town Manager
Town of Howey-in-the-Hills
101 N. Palm Avenue
Howey-in-the-Hills, FL 34737

SUBJECT: Proposal for Professional Services
Well Construction Design and Oversight Services
2nd Lower Floridan Aquifer Potable Well, Well #6, and
Aquifer Performance Test for CUP Compliance
Town of Howey-in-the-Hills, Lake County, Florida

Dear Mr. O'Keefe:

SMW GeoSciences, Inc. (SMW) provides this proposal to provide professional services for the installation of a second Lower Floridan aquifer well, Well #6, for public supply purposes, at the proposed Water Treatment Plant (WTP) #3. On April 27, 2021 Mayor MacFarlane of Howey-in-the-Hills (Town) authorized our proposal (dated January 29, 2021) for hydrogeological services related to Lower Floridan Aquifer (LFA) Well #5. This proposal includes professional services to assist with project management, well design, and well construction oversight services on the second LFA Well #6. Also included in this proposal are the design and execution services for an Aquifer Performance Test (APT). The APT is required by the St. Johns River Water Management District (SJRWMD) for Consumptive Use Permitting (CUP) and Well #6 well construction permit compliance. Hourly fees are presented in the Attachment. Our proposed work tasks are as follows:

Task 1. Project Management Well #6

Time and fees associated with general administration, project management, conference calls and meeting attendance are included in this task. SMW will work with the Town's engineering firm to update construction and testing specifications on Well #6 based upon conditions encountered in the first drilled Lower Floridan aquifer well, Well #5. SMW will attend meetings and assist with contract administrative services as needed.

Allowance for 20 hours of professional time: \$3,000.⁰⁰

Task 2: Well Construction and Testing Design Services

SMW will review existing well construction design and testing specifications prepared for Well #5 for use for the second LFA well (Well #6). The proposed well drilling and testing program will be updated to conform to the specifications required by SJRWMD and that referenced in the proposed CUP Technical Staff Report.

Deliverables will consist of detailed well construction specifications, including materials for well construction, recommended construction methodology and required testing procedures. Please note, additional well contractor requirements, not included in the Well #5 design, may be required of both wells for final APT plan approval by the SJRWMD. Updates to the original drilling specifications for Well #5 will be included under this task.

Fixed Fee: \$5,000.⁰⁰

Task 3: Construction Phase Project Management and Field Inspection Services

SMW will coordinate and schedule field personnel to observe construction and testing activities for general conformance with the bid specifications. SMW will provide a resident field geologist/technician under the direct supervision of a State of Florida Registered Professional Geologist to monitor construction activities and provide inspection services during drilling and critical periods of well testing, casing installation and grouting. Services will include:

- on-site meeting prior to placement of the drill rig at the selected well location to review and coordinate well construction procedures with the driller
- on-site meeting at the time of rig relocation to second well site
- inspection of casing and other construction materials to confirm compliance with specifications
- observation of the driller collecting formation cuttings
- field analysis and documentation of formation cuttings for formation identification
- review of video and geophysical logs recommendation of depth to set inner/production casing
- inspection of casing string welding procedures and casing installation
- observation of pressure grouting procedures
- verification of top of grout tags following each stage of grout placement
- observation of plumbness and alignment testing on production casing
- field observation of specific capacity testing and calculation of potential gallons per foot of drawdown yield
- field analysis of water quality (temperature, pH, Total Dissolved Solids, conductivity, chlorides and sulfate) from specific capacity discharge testing
- recommendation of final depth of open borehole
- Inspection of testing equipment and observation of installation of testing equipment (test pumps, flow meters, geophysical probes, etc.)
- observation of well development to less than 1 Nephelometric Turbidity Unit
- observation of short-term constant rate discharge test
- observation and monitoring of step drawdown testing to determine the yield of the final production zone and to determine pump selection and bowl depth



- coordinate water quality testing for laboratory drinking water analysis
- review geophysical and video log of final open borehole
- review the driller's application for payment and the accompanying data and schedules, determine the amounts owed to the driller and advise the Town or their representative of the recommended payments to the driller, if requested
- conduct a completion site inspection and develop a punch list of items to be corrected by the driller, if necessary
- conduct a final completion site inspection to determine if the punch list items have been completed in accordance with the Contract Documents. If the driller's obligations are fulfilled thereunder, SMW will recommend final payment to the driller.

The estimated fee for this task is separate from that of Well #5 and it assumes that the two LFA wells will be constructed under one site mobilization and installed immediately one after the other and within a reasonable time frame.

Allowance for approximately 270 hours of professional & field geologist/technician time: \$40,000.⁰⁰

Task 4: Final Well Construction Report Well #6

We will review and summarize all data and prepare a final report, suitable for submittal to regulatory agencies that summarizes the as-built well condition, detailed lithologic descriptions, geophysical and video logs and all water quality test results for Well #6. Three copies of the report will be provided, one of which will be submitted to the SJRWMD along with one set of the geologic samples.

Fixed fee: \$7,000.⁰⁰

Task 5: Preparation of APT Plan for SJRWMD Review and Approval

We will coordinate with the SJRWMD to prepare an APT plan that complies with the requirements outlined in Appendix D of the Applicant's Handbook, Consumptive Uses of Water. The APT plan is required for the CUP and issuance of the Well #6 well construction permit. The APT plan will include the two new LFA wells (Pumping either Well #5 or Well #6 and using the other LFA well as the same-aquifer observation well). In addition to monitoring the LFA, it is anticipated that the SJRWMD will require observation wells in the overlying Upper Floridan aquifer (UFA), as well as water levels in the surficial aquifer (SA). This will require installing one UFA observation well and one SA observation well by a water well contractor, at appropriate distances from the LFA wells for estimating leakance. The APT plan will be submitted to the SJRWMD for review and approval. Modifications to the APT plan, if necessary, will be provided. Costs for observation well installations are not included in this proposal.

Fixed fee: \$8,000.⁰⁰

Task 6: Preparation of Specifications for UFA & SA Observation Wells and Construction Oversight.

We will prepare separate drilling contractor specifications for the drilling of a UFA observation well and a SA observation well. The UFA observation well will be 4-inch diameter and drilled to a depth of approximately 200 feet. The SA observation well will be 2-inch diameter and drilled to an estimated depth of less than 80 feet. The designs for these observation wells will be included in the APT plan. Construction oversight of these two wells is included in this task.

Fixed fee: \$7,500.⁰⁰

Task 6: Performance and Reporting of APT

Based upon the District's approval of the APT plan (Task 5 above) SMW will provide equipment and field personnel and perform the following APT services:

- provide and install data logger/pressure transducers in each well included as an observation well for the APT approved by the SJRWMD
- calibrate and setup the data logger recording intervals for the APT
- download the data logger water level data
- plot and analyze the pumping test data
- prepare a brief report describing the results of the drawdown and recovery tests for SJRWMD review and approval.

Fixed fee: \$15,000.⁰⁰

Total estimate for above services: \$85,500.⁰⁰

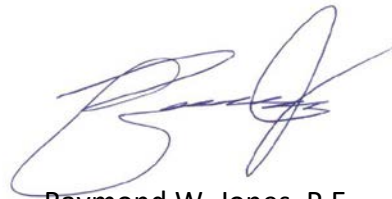
Please note that in addition to SMW's services included in this proposal, additional costs will be incurred from the water well contractor for installation of observation wells, pumping equipment, and their participation in the APT. Their support services are not included in this proposal.

SMW will invoice only for the work performed, using fees and hourly rates provided in this proposal. We appreciate the opportunity to submit this proposal for your review. If you have any questions concerning the above, please contact our office.

Sincerely,
SMW GeoSciences, Inc.



Sarah M. Whitaker, P.G.
President



Raymond W. Jones, P.E.
Vice President

Attachment: SMW GeoSciences Fees for Services 2023

Conditions of acceptance: The above proposal is acceptable. This proposal constitutes a binding contract between SMW GeoSciences, Inc. and the client. It is agreed by the client and SMW GeoSciences, Inc. that there are no additional terms, conditions, or agreements with respect to the project, other than the items referenced in the proposal. Payment terms are "net thirty", and for past due invoices, interest shall be accrued at a rate of 1.5% per month. Client also agrees to reimburse SMW GeoSciences, Inc., for reasonable attorney fees in the event that payment is not provided for services rendered.

APPROVED BY: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

ATTACHMENT
SMW GeoSciences, Inc.
FEES FOR SERVICES YEAR 2023

| | |
|-------------------------------------|---------------|
| Principal Professional Engineer | \$220.00/hour |
| Principal Professional Geologist | \$220.00/hour |
| Professional Engineer/Manager | \$195.00/hour |
| Professional Geologist/Manager | \$180.00/hour |
| Project Engineer | \$165.00/hour |
| Wetlands Biologist | \$180.00/hour |
| Environmental Specialist/Field Tech | \$85.00/hour |
| Administrative Assistant | \$65.00/hour |
| CADD/GIS Technician | \$85.00/hour |

Additional

| | |
|----------------|------------|
| Expenses: | cost + 20% |
| Subcontractors | cost + 20% |
| Mileage | 54¢ /mile |

All Invoices will be due and payable within 30 days of receipt.

Howey-in-the-Hills Utility Services Expansion Analysis – Financial Analysis



Scope of Work

- Identification of the Estimated Cost to be Assessed to Benefiting Properties who Receive Wastewater Collection and Treatment Service

Financial Presentation Agenda

Item 4.

- Wastewater Extension Program Overview
 - Service Area Attributes
 - Capital Costs
- Present Preliminary Capital Funding Plan
- Findings and Observations

Wastewater Extension Program Overview

- Four Functional Components
 - Decommission of OSDS and Connection to Collection System (Existing Town Parcel Benefit)
 - Construction of Collection System (Existing Town Parcel Benefit)
 - Construction of Transmission System (All Parcel Benefit)
 - Wastewater Treatment and Effluent Disposal (All Parcel Benefit)
- Assumed 12 Total Development Areas
 - 5 Existing Developed Parcel Areas
 - 7 Future Undeveloped Parcel Areas
- Assumed Level of Service Per Parcel – 245 GPD
 - Based on 100 GPD per Person
 - 2.45 PPH per Census Data

Wastewater Extension Program Overview Cont.

Item 4.

- Total Parcels
 - Existing – 1,172
 - Future – 2,664
- Future Developments Assumed to have Collection System Contributed
- Assumed Estimated Costs per Parcel
 - Septic Decom. - \$4,000
 - Collect Sys. - \$25,000
 - Trans. Sys. – \$1,400
 - Treatment - \$8,900

| Summary of Capital Requirements for Wastewater Extension Program | | | | | | |
|--|--------------------|--------------------------------|---------------------|---------------------|--------------------|---------------------|
| Developments | Est. Total Parcels | On-site Disposal System Decom. | Collection System | Transmission System | Treatment System | Total Capital Costs |
| Town of Howey-in-the-Hills | 733 | \$2,932,000 | \$18,325,000 | \$6,518,639 | \$1,029,628 | \$28,805,267 |
| Venezia South | 172 | | | 1,529,612 | 241,604 | 1,771,216 |
| Venezia Townhomes | 153 | | | 1,360,644 | 214,916 | 1,575,560 |
| Venezia North Talichet | 93 | | | 827,058 | 130,635 | 957,693 |
| Venezia Talichet Phase II | 21 | | | 186,755 | 29,498 | 216,253 |
| Whispering Hills | 156 | | | 1,387,323 | 219,130 | 1,606,453 |
| The Reserve | 728 | | | 6,474,174 | 1,022,605 | 7,496,779 |
| Mission Rise | 400 | | | 3,557,238 | 561,871 | 4,119,109 |
| Daryl Carter | 313 | | | 2,783,539 | 439,664 | 3,223,203 |
| Simpson Parcel | 260 | | | 2,312,205 | 365,216 | 2,677,421 |
| Thompson Grove | 252 | | | 4,935,668 | 779,596 | 5,715,264 |
| Drake Point | 555 | | | 2,241,060 | 353,979 | 2,595,039 |
| | | | | | | |
| Total \$ | 3,836 | \$2,932,000 | \$18,325,000 | \$34,113,915 | \$5,388,342 | \$60,759,257 |

Capital Recovery Cost Analysis

- Existing Town Parcels Costs Include
 - OSDS Decommissioning and Connection
 - Collection System
 - Transmission System
 - Treatment Costs
- Existing / Future Parcels Costs Include
 - Transmission System
 - Treatment Costs
- SRF Financing Assumptions
 - 20-Year Repayment
 - 2% Interest Rate
 - 2% FDEP Loan Admin Charge
 - Capitalized Interest During Construction (only on assumed draws)

Capital Recovery Cost Analysis Cont.

- Presented 4 Grant Receipt Scenarios Ranging From 0% (Average Cost) to 50%
- Monthly Charge Based on SRF Financing Assumptions
 - Does Not Include Monthly Wastewater Bill
 - Monthly Residential Wastewater Rate Comparison Avg \$55 at 7Kgals

| | Average Cost | 10% Grant | 25% Grant | 50% Grant |
|---|--------------|-------------|-------------|-------------|
| Average Cost per Parcel – Existing Town | | | | |
| Total Principal Cost to Recover | \$39K-\$47K | \$35K-\$42K | \$29K-\$35K | \$19K-\$24K |
| Monthly Charge Assessed | \$205-\$245 | \$185-\$220 | \$155-\$185 | \$102-\$122 |
| Average Cost per Parcel – Existing / Future | | | | |
| Total Principal Cost to Recover | \$11K-\$12K | \$10K-\$11K | \$8K-\$9K | \$5K-\$6K |
| Monthly Charge Assessed | \$54-\$64 | \$48-\$58 | \$40-\$48 | \$27-\$32 |

Findings and Observations

Item 4.

- Higher Capital due to Supply Chain Issues, COVID-19, Longer Lead Times to Procure Materials, and High Growth Demands
- Net Costs Financed based on Assessments billed to Property Owners:
 - Provides for an Installment Payment of Cost to Limit Impacts
 - Has Same Status as Payment of Property Taxes – results in favorable financing terms
 - Can be Prepaid at Any Time
- Must Meet the “Special Benefits Test”
 - Assessment Charged Reasonably Relates to Benefit Received (= Constructed Utility Plant Allocated to Property to Receive Service)
 - Construction Must Start within 3 to 5 years to Provide Benefit
 - Costs Allocated to Properties based on Purpose of Expenditure (Benefit) and Capacity Allocated to the Parcel

Howey in the Hills Utility Services Expansion Analysis



Background

- Town of Howey in the Hills (Town) is experiencing significant growth which will require expansion of the Town's utility infrastructure to accommodate such growth.
- The Town is interested in developing a water and sewer infrastructure development plan within its service territory to improve the availability and efficiency of utility service and meet growth demand within the Town's utility service and planning area.
 - The Town currently has a Water System but no Sewer Service
 - The Town's service area currently relies on septic tanks for wastewater

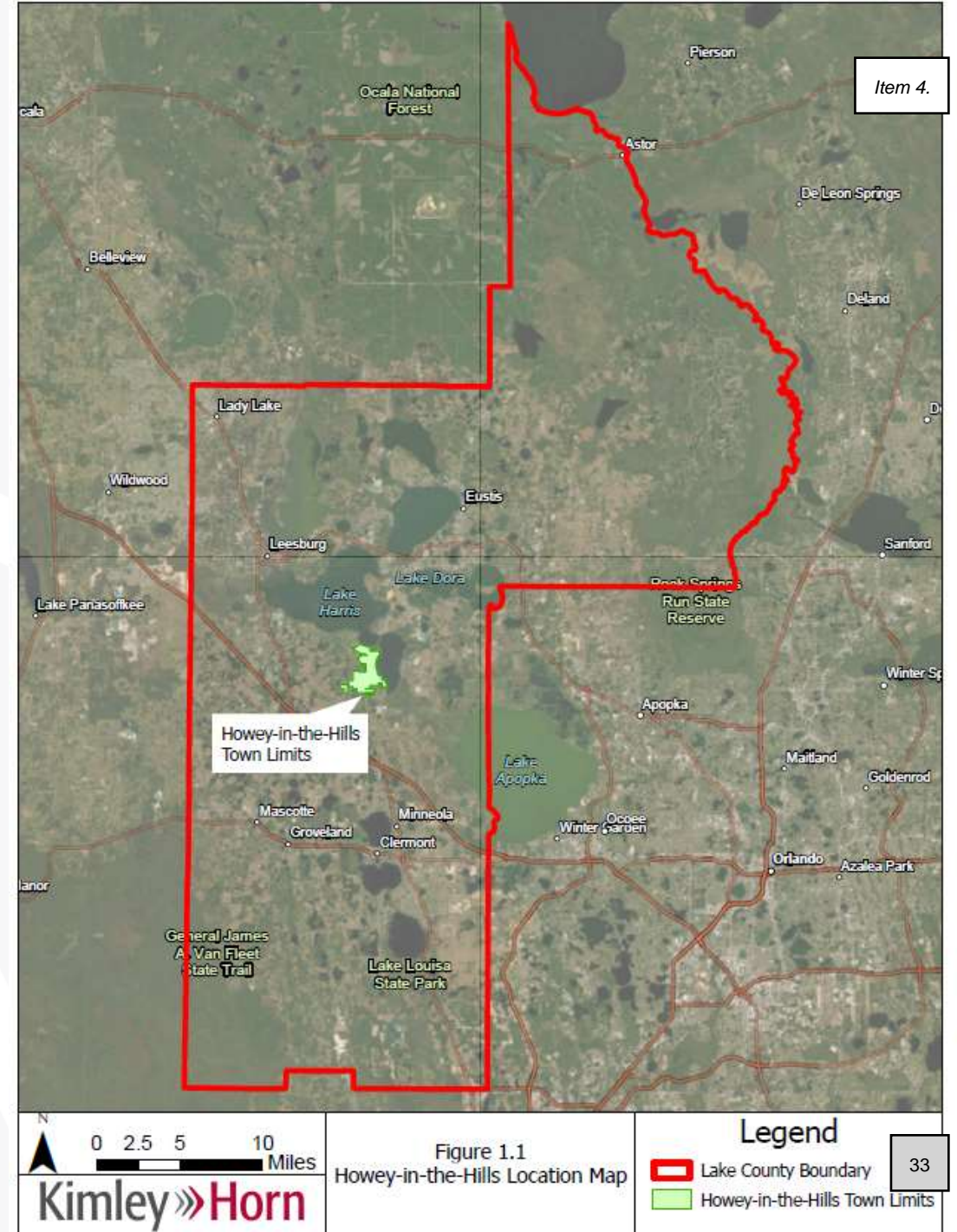
Scope of Work

- Interlocal Agreement with the FGUA primarily to:
 - Conduct a utility services expansion analysis to assess potential water and wastewater system development.

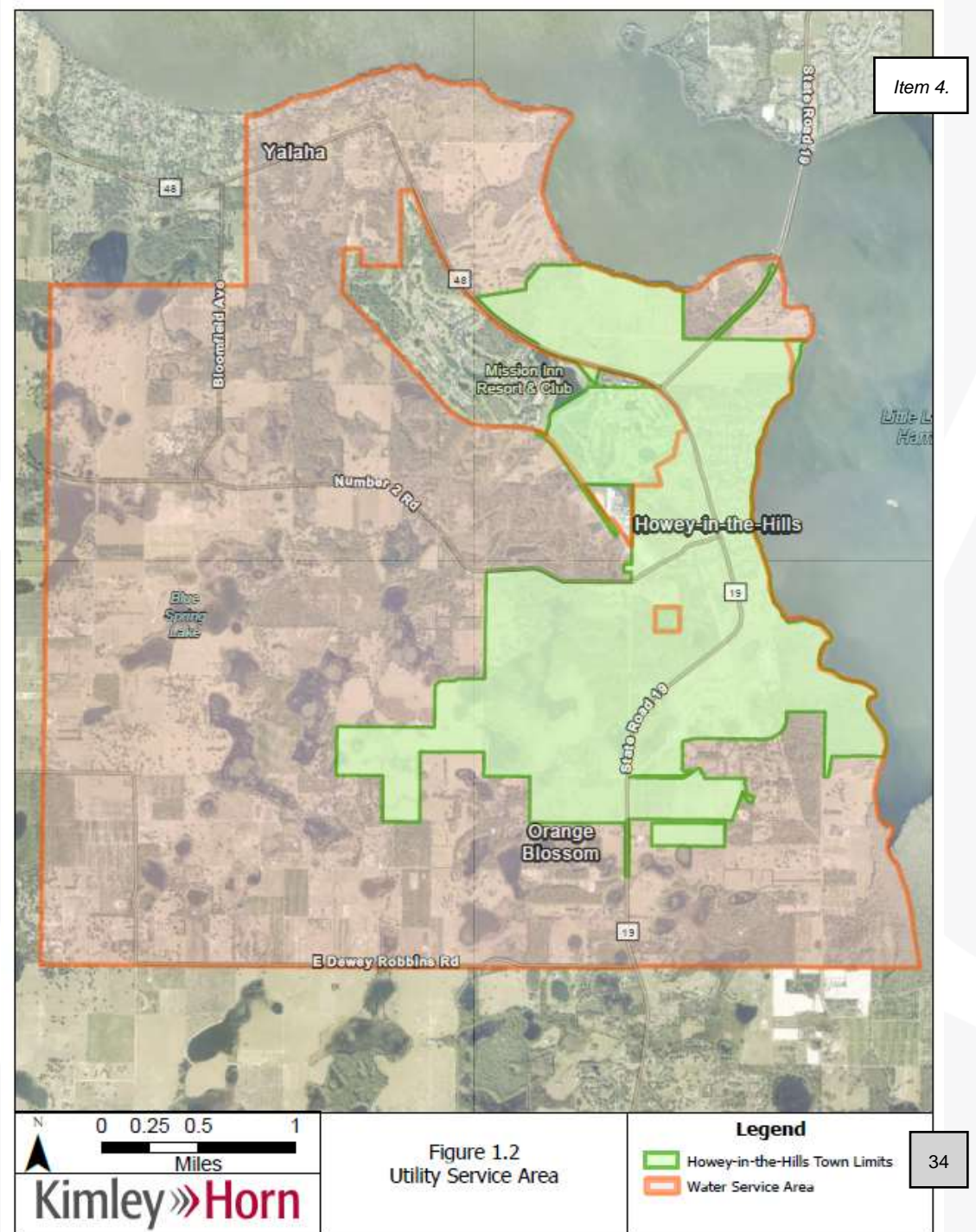
Scope Of Work Cont'd.

- The utility services expansion analysis included:
 - Historical data review
 - Capacity evaluation for existing facilities with the following projected criteria:
 - Development of vacant parcels (infill) only
 - Infill and planned large scale developments
 - Infill, planned large scale developments, and potential septic to sewer projects
 - Identification and assessment of utility system expansion needs
 - Summary report

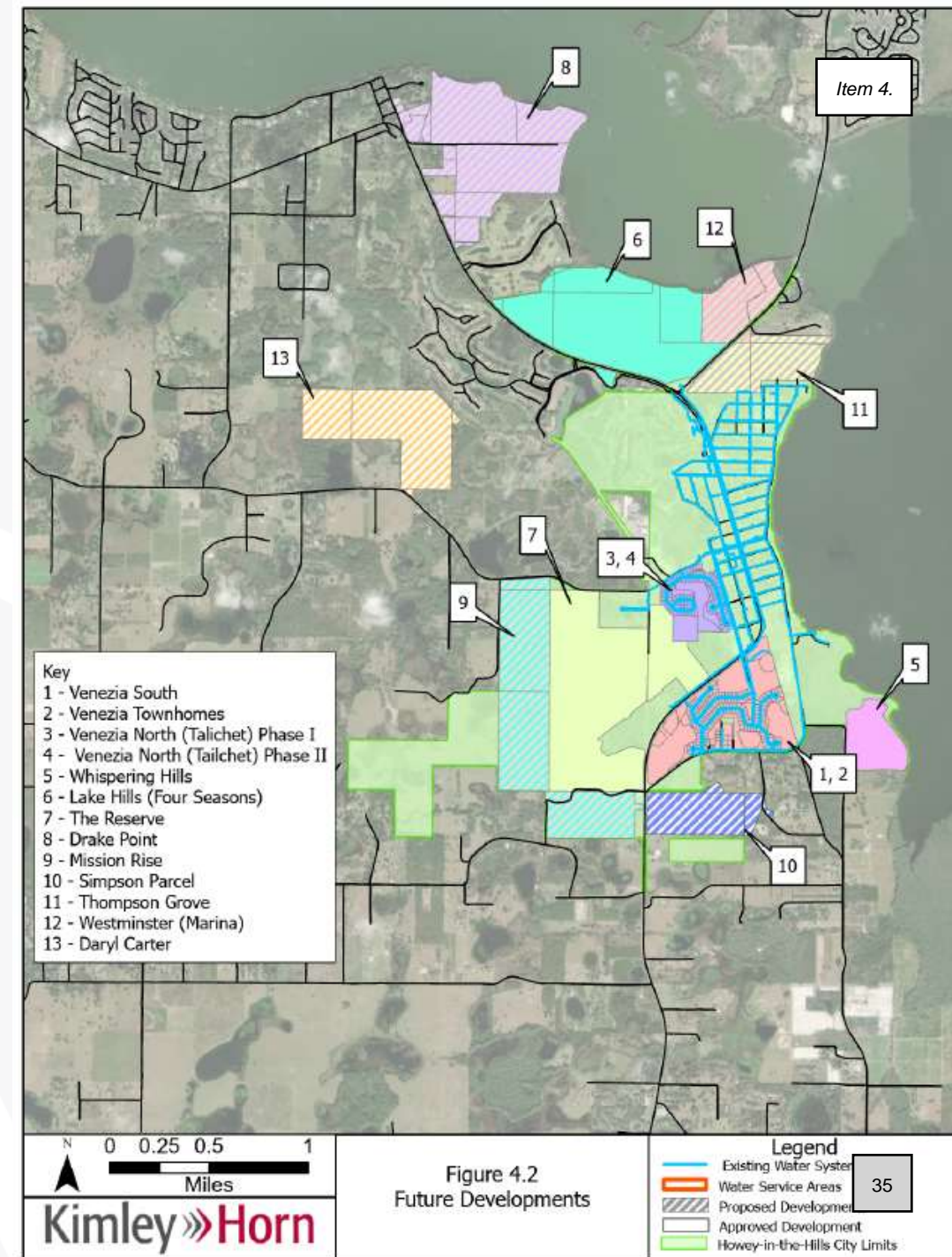
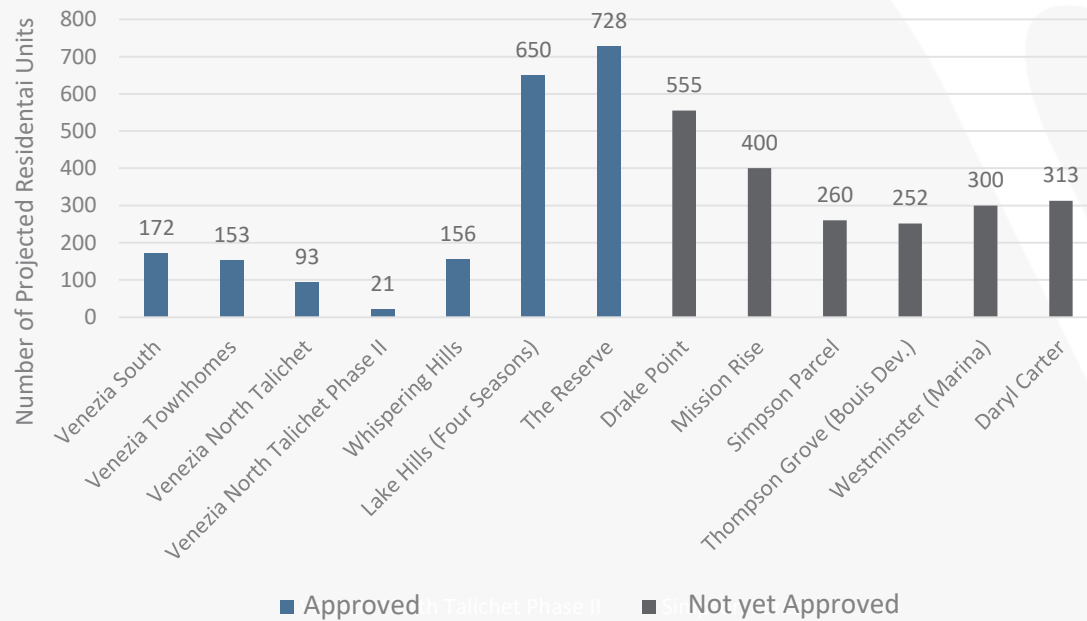
Location Map



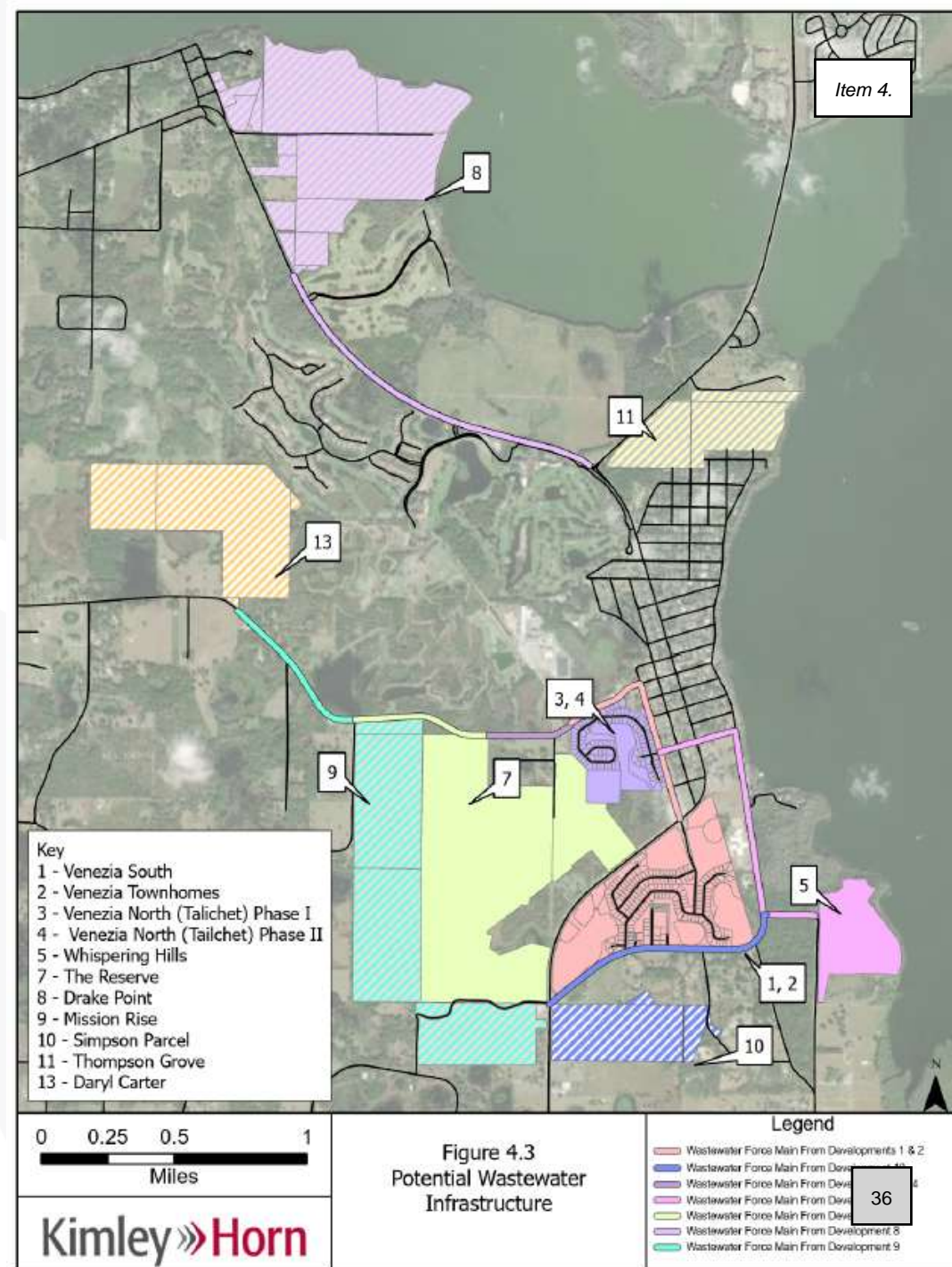
Existing Utility Service Area



Future Developments



Potential Customers from Future Developments



Wastewater and Water Demand Projections

Item 4.

Build Out Service Area and Approved Developments Wastewater Generation

| Year | Residential Wastewater Generation (gpd) | New Commercial Developments (SF) | Commercial Wastewater Generation (gpd) | Total Wastewater Generation (gpd) |
|------|---|----------------------------------|--|-----------------------------------|
| 2025 | 546,159 | 326,000 | 48,900 | 595,059 |
| 2030 | 805,569 | 326,000 | 48,900 | 854,469 |
| 2040 | 887,685 | 326,000 | 48,900 | 936,585 |

Build Out Service Area and Approved Developments Water Demand

| Year | Residential Water Demand (gpd) | New Commercial Developments (SF) | Commercial (gpd) | Total Water Generation (gpd) |
|------|--------------------------------|----------------------------------|------------------|------------------------------|
| 2025 | 1,139,069 | 326,000 | 61,125 | 1,200,194 |
| 2030 | 1,680,096 | 326,000 | 61,125 | 1,741,221 |
| 2040 | 1,851,358 | 326,000 | 61,125 | 1,912,483 |

Conclusions & Next Steps

- If future developments are approved and connected to the existing potable water system, the Town's infrastructure may need modifications.
- The projected water demand of 2040 build out and approved development is 1.9 MGD, which is less than the Town's current total permitted capacity.
- It is estimated that a wastewater treatment plan sized at approximately 1.1 MGD would be needed to provide treatment for wastewater connections throughout the existing service area and approved future residential developments through 2040.
- A hydraulic model should be performed to identify infrastructure needs and hydraulic constraints to satisfy the future growth while maintaining acceptable levels of service for the existing customer base.

INTRODUCTION. The Town of Howey-In-The-Hills (the “Town”) has the opportunity to provide and control wastewater service to future developers, residents and businesses within the Town’s Utility Service Area through an expanded relationship with the Central Lake Community Development District (the “CDD”).

BACKGROUND. The Town and the CDD have a current contractual relationship regarding wastewater service that dates back to 2007 and covers (i) the Reserve Property, (ii) Venezia South and Townhomes, (iii) Talichet Phases 1 and 2, (iv) Lake Hills, (v) Lake County School Board, (vi) Bishop’s Gate, and (vii) certain businesses located in Downtown Howey, including the library.

The CDD’s wastewater facility is 26 acres, has a 4.4 million gallon lined pond, and has a capacity of 870,000 gallons per day (which is equivalent to 3,480 homes). All of the current capacity in the CDD’s wastewater facility has been purchased by third parties. However, the CDD’s wastewater facility can be expanded to add an additional 2.61 million gallons per day of capacity (which is the equivalent to 10,440 additional homes). Such expansion greatly exceeds the number of potential new homes projected under the Town’s Major Development Summary dated October 2022 (prepared by TMH Consulting, Inc.) Due to engineering requirements, any expansion of the CDD’s wastewater facility would need to be constructed in increments of 435,000 GPD (which is equivalent to 1,740 additional homes).

As part of the expansion mentioned in the above paragraph, new pipes and lift stations would also need to be installed from the developments to the CDD’s wastewater facility. The new pipes would send the wastewater to the CDD’s wastewater facility and also for the return of re-use to the developments/homes. This would be done under a Pioneer Agreement whereby the Town incurs the costs up front (including the cost to upsize pipes) but recoups such costs from future developers. See the attached map showing (in yellow) the general location of where the new pipes would need to go in order to serve potential new developments on the north and west side of the Town, including Drake Point, Westminster, Lake Hills, Bouis Sisters’ property, and Cedar Creek.

PROPOSED PLAN. The Town would fund the expansion of the CDD’s wastewater facility and the new pipes and lift stations. The size of the expansion would be determined by the Town based on the amount of additional capacity it desires (but note, the increments and maximum expansion details mentioned in the Background paragraph above). The Town would then “own” such additional capacity and would be able to sell it to third parties in the Town’s Utility Service Area that need wastewater capacity. The Town would be able to recoup all (and likely more than) its capital investment by charging a wastewater Contribution In Aid of Construction (“CIAC”) fee to a new homeowner/business utilizing such capacity (note, the CIAC fee charged shall not be less than the CDD’s then current standard wastewater CIAC fee, but the Town would have the discretion of charging a higher amount) and also by charging developers for their share of the costs incurred to install the new pipes and lift stations.

The Town and the CDD would need to negotiate an amendment to their current Wholesale Wastewater Service Agreement to address the above plan, but the overriding structure of such agreement would continue, which is that the CDD would be the wholesale provider of wastewater capacity to the Town and the Town would be the retail provider of wastewater capacity to its customers. From the CDD's perspective, it is important that such agreement provides for a fair wholesale rate for wastewater (as the current \$24 rate is too low and hasn't been increased in 16 years), provides for a wholesale rate for re-use, the term of the agreement runs in perpetuity, and that the CDD will be the exclusive provider to the Town (up to the maximum capacity that the CDD's wastewater facility can be expanded to). Importantly, the Town would control the service of wastewater to its customers, including, but not limited to:

- (i) being able to serve and manage future developments in the Town's Utility Service Area,
- (ii) setting the retail rate to its customers,
- (iii) setting the wastewater CIAC fee,
- (iv) setting the recoupment amount under the Pioneer Agreement,
- (v) requiring and being able to provide re-use for lawn/landscape irrigation, and
- (vi) eliminating any package plants or septic tanks, which are less environmentally friendly than a traditional wastewater treatment facility.

Equally as important, the Town's only future financial obligations would be to maintain the pipes and lift stations on its side of the point of connection to the CDD's wastewater facility, pay a reservation fee for any un-used capacity (note, the current reservation fee is \$4/month per 250 GPD of capacity) and pay the wholesale rate to the CDD for the wastewater capacity/re-use utilized by the Town's customers.

SUMMARY. The above plan provides the Town with the ability to control wastewater service in its Utility Service Area without the significant cost, risk and time of developing, operating, staffing, and maintaining its own wastewater facility (or facilities). It also avoids the practical and political challenges of finding an acceptable location in the Town for the Town's own wastewater facility, including finding a large enough piece of land that is located away from current (and future) residents and that can also accommodate the size requirements for the lined ponds and rapid filtration basins. It also is financially beneficial to the Town, as the Town will be able to recoup all of its up-front capital costs (and in all likelihood will be able to recoup additional amounts as the CIAC fee for wastewater gets adjusted to reflect inflation and increased construction costs) from future developers. Furthermore, as the retail provider, the Town will retain the difference between the monthly wholesale rate it pays the CDD for wastewater service and the higher monthly retail rate it charges its residents, and multiplying that difference by 1,740 additional homes will result in significant monthly and annual revenue to the Town. In short, this is a win-win for the Town and the CDD.



John Brock

From: Sean O'Keefe
Sent: Friday, July 7, 2023 6:36 PM
To: John Brock
Subject: Fwd: Lake County SRO Proposal 22-23

Begin forwarded message:

From: "Kornegay, Diane S" <KornegayD@lake.k12.fl.us>
Date: June 29, 2023 at 10:08:04 AM EDT
To: Sean O'Keefe <sokeefe@howey.org>
Cc: "Ward, Scott" <Wardt1@lake.k12.fl.us>, "Mabry, Joseph M" <MabryJ@lake.k12.fl.us>
Subject: Lake County SRO Proposal 22-23

Caution: This email originated from outside the organization. DO NOT CLICK links or open attachments unless you recognize the sender and know the content is safe.

Sean,

Following Monday's meeting of the Howey Town Council, Mr. Ward and I prepared the proposal located below.

Please note that the calculation includes a 5 percent increase to the actual hourly rate, provided to us by the town clerk. In addition, the hours, although beyond the hours they are employed to serve as a school resource officer, were left unchanged. The police pension rate was increased to reflect the 26.53 percent increase for the 2022-2023 school year and the workman's comp rate was also increased to the new rate of 4.36 percent. The insurance rate, as provided by the town clerk, was revised to reflect the 25 percent increase.

Should this meet your approval and that of your council by vote at your next council meeting, please let me know as soon as possible so that we can amend the contract and secure these officers prior to the start of the school year. Should the proposal be declined, please let me know that as well so that we can contract with another agency to provide safety and security for the three schools located within Howey in the Hills.

As I told you, we value the partnership we have had with the Town of Howey in the Hills and it is my best hope that we can continue to work together on behalf of our children. Regardless of where a student might reside outside of the regular school day, for 180 days of the year, they are part of Howey and thanks to the kindness of the community, they have always felt welcomed and supported and for that, I am extremely grateful.

Sincerely,

Diane

Diane Kornegay, M. Ed.
 Superintendent
 Lake County Schools, FL
 352.253.6515

Item 6.



| HOWEY CURRENT PROVIDED BY CITY CLERK | | | | Hours | Current Hourly Rate + 5% | Salary | FICA | Pension @ 28.53% | Worker Comp @ 4.39% |
|--------------------------------------|---------|--|------|-------|--------------------------------|--------------|-------------|---------------------|---------------------------|
| 1 | Officer | | 100% | 2.238 | \$21.48 | \$47,889.03 | \$3,889.17 | \$12,731.49 | \$2,221 |
| 1 | Officer | | 100% | 2.238 | \$20.21 | \$45,195.16 | \$3,455.44 | \$11,990.27 | \$2,092 |
| 1 | Officer | | 100% | 2.238 | \$19.85 | \$44,373.42 | \$3,392.68 | \$11,772.27 | \$2,054 |
| | | | | | | \$137,557.90 | \$10,517.19 | \$38,494.03 | \$8,388 |

Under Florida's "Public Records" law, absent a specific exclusion, written communications to or from Lake School District employees are considered public records. E-mail communication with this correspondent may be subject to public and media disclosure upon request.

Town of Howey in the Hills, Florida
SRO Cost Projections
FY 2024

| Pos # | Classificati | Employee N | Allocat % | Ann Hrs | Hourly Rate | Total Salary | BW EE Paid | FICA |
|----------|--------------|------------|--------------|------------|----------------|-----------------|---------------|---------|
| | | | | | | 12 Month | re-Tax De | |
| 1 | School S | LifeStrea | 100% | 2,236 | 27.90 | \$62,384 | | \$4,772 |
| 1 | School S | Lake Hills | 100% | 2,236 | 27.60 | \$61,714 | | \$4,721 |
| 1 | School S | Lake Suc | 100% | 2,236 | 27.35 | \$61,155 | | \$4,678 |

| Benefits | | | | | | | Total Salary/Benefits 12-Month |
|-----------------|---|---|---|---------------------|-------------------------|---------------------------|---|
| Def Ben | BW City Paid Med Ins - 1-1 | BW City Paid Med Ins - 1-1 | Annual City Paid Med Ins | Life Ins | Workers Comp | Total Benefits | |
| \$16,183 | | | \$19,600 | \$240 | \$2,720 | \$43,515 | \$105,899 |
| \$16,009 | | | \$19,600 | \$240 | \$2,691 | \$43,260 | \$104,974 |
| \$15,864 | | | \$19,600 | \$240 | \$2,666 | \$43,048 | \$104,203 |
| | | | | | | | \$315,076 |

| |
|------------------------|
| Total |
| Salary/Benefits |
| <u>10-Month</u> |
| \$88,249 |
| \$87,478 |
| \$86,836 |
| \$262,563 |

Town of Howey in the Hills, Florida
SRO Cost Projections
FY 2020- 2021

| Pos # | Job Classification | Employee Name | Allocat % | Ann Hrs | Hourly Rate | Benefits | | | | | | | | Total Salary/Benefits 12-Month | Total Salary/Benefits 10-Month |
|-------|---------------------|----------------|--------------|---------|-------------|-----------------------|-----------------------|----------------|-----------------|--------------------------|--------------------------|----------|--------------|--------------------------------|--------------------------------|
| | | | | | | Total Salary 12 Month | BW EE Paid 're-Tax De | FICA | Def Ben Pension | BW City Paid d Ins - 1-1 | Annual City Paid Med Ins | Life Ins | Workers Comp | Total Benefits | |
| 1 | School Resource Off | Martinez, Lori | 100% 100% | 2,236 | 17.87 | \$39,957 \$0 | | \$3,057 \$0 | \$10,788 \$0 | | \$6,823 | \$302 | \$1,342 | \$22,312 | \$84,582 \$0 |
| | | | | | | | | | | | | | | \$84,582 | \$51,891 |

Town of Howey in the Hills, Florida
SRO Cost Projections
FY 2021-2022

| Pos # | Job Classification | Employee Name | Allocat % | Ann Hrs | Hourly Rate | Benefits | | | | | | | | | Total Salary/Benefits 12-Month | Total Salary/Benefits 10-Month |
|-------------------------------|---------------------|----------------|--------------|---------|-------------|-----------------------|-----------------------|----------------|-----------------|--------------------------|--------------------------|----------|--------------|----------------|--------------------------------|--------------------------------|
| | | | | | | Total Salary 12 Month | BW EE Paid 're-Tax De | FICA | Def Ben Pension | BW City Paid d Ins - 1-1 | Annual City Paid Med Ins | Life Ins | Workers Comp | Total Benefits | | |
| | | | | | | | | | | | | | | | | |
| Police - General Fund - 10521 | | | | | | | | | | | | | | | | |
| 1 | School Resource Off | Martinez, Lori | 100% 100% | 2,236 | 17.87 | \$39,957 \$0 | | \$3,057 \$0 | \$10,788 \$0 | | \$6,823 | \$302 | \$1,342 | \$22,312 | \$84,582 \$0 | \$51,891 |

Town of Howey in the Hills, Florida
SRO Cost Projections
FY 2022- 2023

| | | | | | | Benefits | | | | | | | | | | Total | Total |
|-----|-----------------------|---------------------------|---------|-------|--------|----------|------------|---------|----------|-------------|----------|--|-------|---------|----------|-----------------|-----------------|
| Pos | | | Allocat | Ann | Hourly | Total | BW | | Def Ben | BW | Annual | | Life | Workers | Total | Salary/Benefits | Salary/Benefits |
| # | Job Classification | Employee Name | % | Hrs | Rate | 12 Month | 're-Tax De | FICA | Pension | d Ins - 1-1 | Med Ins | | Ins | Comp | Benefits | 12-Month | 10-Month |
| 1 | School Safety Officer | Academy at Lake Hills (N) | 100% | 2,236 | 26.75 | \$59,813 | | \$4,576 | \$13,566 | | \$19,440 | | \$240 | \$2,608 | \$40,429 | \$100,242 | \$83,535 |
| 1 | School Safety Officer | Lake Hills School | 100% | 2,236 | 26.50 | \$59,254 | | \$4,533 | \$13,439 | | \$9,360 | | \$240 | \$2,583 | \$30,155 | \$89,409 | \$74,508 |
| 1 | School Safety Officer | Lake Success | 100% | 2,236 | 26.25 | \$58,695 | | \$4,490 | \$13,312 | | \$9,360 | | \$240 | \$2,559 | \$29,961 | \$88,656 | \$73,880 |
| | | | | | | | | | | | | | | | | \$278,308 | \$231,923 |

Town of Howey in the Hills, Florida
SRO Cost Projections
FY 2021- 2022

| Benefits | | | | | | | | | | | | | | | | |
|----------|-----------------------|----------------------|---------|-------|--------|----------|------------|---------|----------|-------------|-----------|-------|---------|----------|-----------------|-----------------|
| Pos | | | Allocat | Ann | Hourly | Total | BW | FICA | Def Ben | BW | Annual | Life | Workers | Total | Total | Total |
| # | Job Classification | Employee Name | | | | Salary | EE Paid | | | City Paid | City Paid | | | Benefits | Salary/Benefits | Salary/Benefits |
| | | | % | Hrs | Rate | 12 Month | 're-Tax De | | Pension | d Ins - 1-1 | Med Ins | Ins | Comp | | 12-Month | 10-Month |
| 1 | School Safety Officer | LifeStreams Academy | 100% | 2,236 | 24.50 | \$54,782 | | \$4,191 | \$14,791 | | \$11,043 | \$302 | \$2,388 | \$32,715 | \$87,497 | \$72,914 |
| 1 | School Safety Officer | Lake Hills School | 100% | 2,236 | 24.50 | \$54,782 | | \$4,191 | \$14,791 | | \$11,043 | \$302 | \$2,388 | \$32,715 | \$87,497 | \$72,914 |
| 1 | School Safety Officer | Lake Success Academy | 100% | 2,236 | 24.50 | \$54,782 | | \$4,191 | \$14,791 | | \$11,043 | \$302 | \$2,388 | \$32,715 | \$87,497 | \$72,914 |
| | | | | | | | | | | | | | | | \$262,492 | \$218,743 |

Sean O'Keefe

From: Sean O'Keefe
Sent: Tuesday, May 18, 2021 11:32 AM
To: Mabry, Joseph M; Rick Thomas
Subject: RE: Projection Question
Attachments: LCSB SRO Projections - FY 2021-2022 FINAL.xlsx

Mr. Mabry,

I have re-done the spreadsheet, removing the administrative column. One amount I needed to adjust was health insurance; although we have not received this coming year's rates, I needed to account for an expected increase, which I have based on previous health insurance rate increases.

Even though we have ended up absorbing extra costs for our service to LCS in previous years, our goal in this calculation is to be as revenue-neutral as possible for the town; as we consider expanding our services to LCS from one school to three, I feel a revenue-neutral proposal is necessary to gain council approval.

Please let me know if there is anything else we can help you with.



Sean O'Keefe
 Town Administrator/Finance Manager
 Town of Howey-in-the-Hills
 P.O. Box 128
 101 N. Palm Avenue
 Howey-in-the-Hills, FL 34737
 Town Hall: 352-324-2290
 Cell: 352-705-6100
sokeefe@howey.org

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from the Town of Howey-in-the-Hills regarding public business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure. If you do not want your e-mail address released in response to a public records request, contact this office by phone. If you are NOT the intended recipient, be advised that you have received this e-mail in error and that any use, dissemination, forwarding, printing, or copying of this e-mail is strictly prohibited.

From: Mabry, Joseph M <MabryJ@lake.k12.fl.us>
Sent: Monday, May 17, 2021 3:23 PM
To: Rick Thomas <rthomas@howey.org>; Sean O'Keefe <sokeefe@howey.org>
Subject: Projection Question

Good afternoon.

I am starting to put together the SRO projections for the Superintendent and the Board. Upon reviewing Howey's projections, you all have a line item that has been added that is different from the other municipalities. I need clarification so that I can explain this to the Superintendent, CFO, and Board members.

Can you please identify the specifics with the line item labeled "Administrative Costs" for \$14,610 per officer, which would total \$29,220 for the project? I know we are preparing a plan to cover salary and benefits for our officers, but I am not sure where this extra expense is justified when the other 8 agencies do not have this listed.

Thank you,

Joseph M. Mabry

Safety & Security State Reporting Specialist

Lake County Schools

201 West Burleigh Boulevard

Tavares, Florida 32778

Office: 352-253-6677

CISCO: 6677



Under Florida's "Public Records" law, absent a specific exclusion, written communications to or from Lake School District employees are considered public records. E-mail communication with this correspondent may be subject to public and media disclosure upon request.



MEMO

To: Town Council

CC:

From: John Brock, Town Clerk

RE: June 2023 Month-End Town Hall Report

Date: 07/07/2023

Utility Billing:

Top Utility Bill Bad Debt for June 2023

| account | last_ payment_ amount | last_ payment_ date | comments | current_ charges | past_due amount | service_address |
|---------|-----------------------------|---------------------------|--|---------------------|--------------------|---------------------------------|
| 1296-01 | 52.72 | 08/02/2022 | Builder debt. Town Council has restricted the Builder (Harvey G Newsome Jr Inc) from pulling further permits until they have paid their debt on this account | 0 | 2291.31 | 400 E CROTON WAY-IRRIGATION |
| 0239-00 | 100 | 06/27/2023 | Liened. Account is locked. Owner doesn't live in Howey, family is trying to pay the bill | 54.52 | 643.21 | 607 N LAKESHORE BLVD |
| 0424-00 | 44.92 | 02/28/2023 | Disconnected and Locked | 57.04 | 249.96 | 114 W MAGNOLIA AVE - IRRIGATION |
| 0476-00 | 115.93 | 06/16/2023 | Payment plan ends 7/1/23 then to be paid in full | 121.89 | 232.78 | 606 S FLORIDA AVE |
| 0717-00 | 80.39 | 04/25/2023 | working with resident to get current | 96.7 | 182.61 | 202 MESSINA PL - IRRIGATION |
| 0179-00 | 152.64 | 04/28/2023 | working with resident to get current | 89.7 | 177.27 | 131 E PALMETTO AVE |
| 0409-00 | 76.13 | 04/06/2023 | working with resident to get current | 83.16 | 158.41 | 710 SANTA CRUZ LANE |
| 0122-00 | 128.44 | 04/14/2023 | working with resident to get current | 85.41 | 152.89 | 123 E OAK ST |
| 0152-00 | 78.89 | 04/17/2023 | working with resident to get current | 79.89 | 152.89 | 115 E CEDAR ST |
| 0285-00 | 200 | 08/01/2022 | Disconnected and Locked | 104.52 | 151.27 | 504 E MISSION LANE |
| 0370-00 | 73.37 | 04/17/2023 | working with resident to get current | 79.64 | 149.88 | 1102 N HAMLIN AVE |
| 1135-00 | 73.37 | 04/17/2023 | working with resident to get current | 79.64 | 149.88 | 698 S FLORIDA AVE - POTABLE |
| 0105-00 | 60 | 06/16/2023 | Payment plan ends 8/1/23, will be paid in full, making extra payments | 73.37 | 145.73 | 107 E LAKEVIEW AVE |
| 1128-00 | 258.27 | 05/15/2023 | working with resident to get current | 130.87 | 130.41 | 402 BELLISSIMO PL - POTABLE |
| 1310-00 | 119.37 | 05/11/2023 | working with resident to get current | 130.87 | 130.41 | 560 AVILA PL - POTABLE |
| 1297-00 | 119.37 | 05/22/2023 | working with resident to get current | 130.12 | 129.87 | 627 AVILA PL - POTABLE |
| 0378-00 | 128.44 | 04/27/2023 | working with resident to get current | 124.07 | 128.44 | 113 ISLAND DR |
| 1251-00 | 124.89 | 04/28/2023 | working with resident to get current | 138.9 | 127.65 | 440 AVILA PL - POTABLE |
| 1030-00 | 119.37 | 05/30/2023 | working with resident to get current | 127.11 | 127.11 | 531 BELLISSIMO PL - POTABLE |
| 0705-00 | 252.5 | 04/26/2023 | working with resident to get current | 130.12 | 122.13 | 209 MESSINA PL - POTABLE |

Building Permits:

| PERMITS | 23-Apr | 23-May | 23-Jun | Q3 Totals | Q2 Totals | Q1 Totals |
|--------------------------|-----------|-----------|------------|-------------|--------------|--------------|
| Talichet - SFR | 3 | 0 | 6 | 3 | 12 | 17 |
| Venezia Townhome SFR | 0 | 24 | 0 | 0 | 0 | 0 |
| Independent - SFR | 0 | 0 | 0 | 0 | 2 | 2 |
| Bldg Commercial (Sign) | 0 | 0 | 1 | 0 | 0 | 1 |
| Building | 1 | 1 | 1 | 1 | 6 | 7 |
| Doors | 0 | 0 | 1 | 0 | 4 | 0 |
| Electrical | 1 | 1 | 1 | 1 | 6 | 8 |
| Fence | 1 | 3 | 3 | 1 | 11 | 7 |
| Gas | 0 | 0 | 0 | 0 | 2 | 2 |
| HVAC / Mechanical | 1 | 1 | 2 | 1 | 6 | 4 |
| Plumbing | 0 | 0 | 1 | 0 | 2 | 1 |
| Pool/Decks | 0 | 1 | 0 | 0 | 2 | 3 |
| Re-Roof | 2 | 0 | 7 | 2 | 19 | 6 |
| Screen Enclosure | 0 | 3 | 1 | 0 | 3 | 2 |
| Sheds | 2 | 1 | 0 | 2 | 4 | 0 |
| Solar | 0 | 0 | 0 | 0 | 6 | 9 |
| Windows | 0 | 1 | 0 | 0 | 5 | 5 |
| Monthly Totals | 11 | 36 | 24 | 11 | 90 | 74 |
| Monthly Permit Amount \$ | 56,060.89 | 93,846.86 | 150,080.44 | \$56,060.89 | \$174,079.07 | \$378,007.28 |
| Talichet CO's | | | | | 0 | 3 |
| Independent CO's | | | | | 0 | 0 |

Activity Log Event Summary (Cumulative Totals)

Howey-in-the-Hills PD
(06/01/2023 - 06/30/2023)

| | | | |
|------------------------------|-----|--|-----|
| <No Event Type Specified> | 2 | Abandoned 911 - Business | 1 |
| Abandoned 911 | 7 | Animal Complaint | 4 |
| Arrest | 5 | Assist other Agency- Alarms | 1 |
| Assist other Agency- Back-up | 9 | Assist other Agency- In Progress calls | 4 |
| Assist other Agency- Other | 25 | Assist other Agency- Traffic | 3 |
| Attempt to Contact | 1 | Boat Ramp Violation | 1 |
| Case Follow-Up | 1 | Citizen Assist | 3 |
| Civil Complaint-Legal Advice | 10 | Disabled Vehicle (DAV) | 6 |
| Disturbance | 3 | Disturbance - Domestic | 2 |
| Found / Lost Property | 3 | Fraud Investigation | 1 |
| Funeral Escort | 1 | Golf Cart Registration | 2 |
| Hit and Run Crash | 1 | Mental Health Illness | 1 |
| Noise Complaint | 2 | Operation Aware Bracelet | 2 |
| Patrol | 340 | Patrol-School | 73 |
| Property Check-Boat Ramp | 37 | Property Check-Business | 122 |
| Property Check-Residence | 40 | Property Check-Schools/Govt. Bldg. | 107 |
| Property Check-Town Property | 156 | Property Damage | 1 |
| Public Relations | 8 | Reckless Driver | 3 |
| Road Hazard | 3 | Security Check Request | 3 |
| Solicitor Complaint | 1 | Suspicious Incident | 1 |
| Suspicious Person | 1 | Suspicious Person - Business | 1 |
| Suspicious Vehicle | 3 | Traffic Complaint | 1 |
| Traffic Control | 2 | Traffic Crash | 1 |
| Traffic Stop-Civil Citation | 148 | Traffic Stop-Criminal Citation | 5 |
| Traffic Stop-warning | 119 | Traffic Watch | 88 |
| Trespassing Complaint | 2 | VIN Verification | 2 |
| Warrant | 2 | Well Being Check | 2 |

Total Number Of Events: 1,373

Code Summary Report Violation Name

Violation Date 01/01/2023 TO 06/30/2023

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Row | Total |
|---|-----------|----------|----------|-----------|----------|-----------|----------|----------|----------|----------|----------|----------|-----------|-------|
| Accessory Buildings (A) Chap 5.01.03 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Accumulation of Junk. Chapter 127, Sec. 127-4 | 2 | 2 | 0 | 2 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 10 | |
| Accumulation of Refuse Sec. 127-2 | 11 | 0 | 0 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 14 | |
| Adoption by reference of State standards. Chapter 61, Sec. 61-1 | 1 | 0 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | |
| Building Code- No Certificate of Occupancy Florida Building Code Sec.111.00 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Excessive or Untended Growth of Vegetation Sec. 127-3 | 1 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | |
| Fence Permit 5.01.07(A) | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Florida Building Code 105.1 | 2 | 0 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | |
| Garbage Receptacle Violation Sec. 100-9 | 0 | 0 | 0 | 4 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | |
| Illicit Discharge 8.05.05(B)(6) | 0 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | |
| Junk definition Chapter 127, Sec. 127-1. - Definitions | 1 | 1 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | |
| Parking-Boats and RVs (C) Article I, Sec. 166-3 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | |
| Parking-Boats and RVs (D) Article I, Sec. 166-3 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 6 | |
| Refuse Definition | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | |
| Tree Permit LDC Chap 7.12.01 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Water Restriction Sec. 171-123(c)(1) | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 | |
| Water Restriction Sec. 171-123(c)(2) | 0 | 2 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | |
| Yard Trash definition | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Totals: | 27 | 7 | 9 | 10 | 6 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 74 | |

Code Summary Report Violation Name

Violation Date 06/01/2023 TO 06/30/2023

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Row | Total |
|---|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|-----------|-------|
| Accumulation of Junk. Chapter 127, Sec. 127-4 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | |
| Accumulation of Refuse Sec. 127-2 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | |
| Adoption by reference of State standards. Chapter 61, Sec. 61-1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Building Code- No Certificate of Occupancy Florida Building Code Sec.111.00 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Excessive or Untended Growth of Vegetation Sec. 127-3 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | |
| Florida Building Code 105.1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Garbage Receptacle Violation Sec. 100-9 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Junk definition Chapter 127, Sec. 127-1. - Definitions | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | |
| Refuse Definition | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | |
| Yard Trash definition | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Totals: | 0 | 0 | 0 | 0 | 0 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 15 | |

Code Summary Report Activity Type

Activity Date 06/01/2023 TO 06/30/2023

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Row | Total |
|--------------------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|----------|----------|----------|-----------|-------|
| Certified mail | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Initial Inspection | 0 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | |
| Office visit | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Posting | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| Prepare documents | 0 | 0 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 5 | |
| Re-Inspection | 0 | 0 | 0 | 0 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 4 | |
| Research | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | |
| Totals: | 0 | 0 | 0 | 0 | 0 | 19 | 0 | 0 | 0 | 0 | 0 | 0 | 19 | |



Public Utilities

June 2023– Monthly Report

| Activity | Location/ Address | Notes |
|----------------|-------------------|--|
| Locates | Throughout Town | 94 utility locates for fiber optic and power installations. |
| Service Orders | Throughout Town | 40 service orders -rereads, meter installations and various tasks |
| Well 3 | 19 and 48 | Water treatment plant was offline for cleaning and inspection of the Hydro tank. |
| Leak | Croton way | Leak on croton way due to fiber optic contractor hitting a service line. |
| | | |
| | | |
| | | |
| | | |
| | | |

Hydropneumatic Tank Inspection Report
Howey-in-the-Hills Well #3
Howey-in-the-Hills, Florida

June 13, 2023



The hydropneumatic tank at Howey-in-the-Hills Well #3.



Certificate of Authorization No. 29972

770 Almond Street, Suite B, Clermont, Florida 34711
knighteng.com | O: 352.394.8514 | C: 352.267.4516

| GENERAL INFORMATION | |
|---------------------|--|
| Date of Inspection: | June 8, 2023 |
| Tank Name: | Howey-in-the-Hills Well #3 - HPT |
| FDEP PWS ID# | Unknown |
| Tank Location: | Howey-in-the-Hills Well #3 Intersection of County Roads 48 and 19 Howey-in-the-Hills, Florida 34737 |
| Utility/Operator: | Mark E. McKinnon, Certified Operator #17855 P.O. Box 106 Minneola, Florida 34755 |
| Owner: | Howey-in-the-Hills Public Services/Utility 316 W. Central Avenue Howey-in-the-Hills, FL 34737 |
| Tank Physical Data: | Year Tank Manufactured: 2006 (from data plate) Tank Manufacturer: Dixie-Southern Constructors, Inc., 12650 C.R. 39, Duette, FL 33834 (from data plate) ASME Rating: U, W, RT3 (from data plate) Gross Volume: Approx. 15,176 gallons (from data plate) Length/Height: 26 feet (measured) Diameter: 10 feet (from data plate) Tank Fabrication Material: Carbon steel (alloy unknown) Operating Pressure Set-Points: 50-65 psig (per owner's rep.) Design Maximum Pressure Rating: 100 psig (from data plate) Design Maximum Temperature Rating: 1250°F (from data plate) Design Minimum Temperature Rating: 20°F (from data plate) Data Plate Information: NB 825, Manufacturer's Serial # 06-153-2, WT. EMPTY 16321, WT. FILLED 142923, IN. S.G. 1.0 Pressure relief valve (PRV) Make & Model: Unknown PRV Relief Pressure Setting: 80 psig (per owner's rep.) PRV Age: Unknown Pressure Gauge Make & Model: Campbell, model unknown Pressure Gauge Range: 0-100 psig Pressure Gauge Age: 10 years (per owner's rep.) Manway Access Opening Size: 24"x18" (measured) Tank Stampings: None observed |

| | |
|-------------------------------------|--|
| Purpose of Tank Inspection: | General operation and maintenance and compliance with 62-555.320 (5) FAC relating to tank access security and 62-555.350 (2) FAC relating to safety and sanitation (structural and coating integrity). |
| Date of Last Tank Inspection: | May 14, 2019 |
| Inspection Procedures: | External and internal visual observations and physical measurements of representative areas and segments of the tank, and professional opinions and conclusions based on observations, measurements, training, education, certifications, experience and knowledge of applicable regulations and standards. |
| Individuals Present for Inspection: | J. Justin P. Froscher, Tank Inspector, Southeast Technical and Design Services, LLC J.J. Southall, Owner's Rep., Howey-in-the-Hills |
| Tank Inspected By: | J. Justin P. Froscher, Tank Inspector ASME-BPV Code: Section VIII, Division 1 Graduate NACE-Basic Corrosion Graduate OSHA-Fall Protection 3110 Graduate Southeast Technical and Design Services, LLC 287 Erin Lane Rockledge, Florida 32955-5633 Phone: 407-389-1811 Email: justinsetads@yahoo.com |
| Professional Engineer: | Thomas L. Knight, P.E. #47614 Knight Engineering Services, Inc. 770 Almond Street, Suite B Clermont, Florida 34711 Phone: 352-394-8514 Email: tknight@knighteng.com |

HYDROPNEUMATIC TANK INSPECTION SERVICES NOT INCLUDED

- Inspection and testing of the operability of cathodic protection system(s) or sacrificial anodes, if any.
- Inspection and testing of mechanical controls/components or electrical controls/components and status indicating systems, if any.
- Inspection of site access security features, if any (tank only).
- Inspection of or testing of operability of security, access or lights, if any.
- Certification of foundation or geotechnical sub-surface conditions or supports of tank structure and superimposed loads.
- Certification of structural design capability to endure operating pressure ranges.
- X-ray or fluoroscopic testing of weld seams or testing of material strengths and properties.
- Suitability of existing interior protective coatings for contact with potable water, if applicable.
- Measurement of water quality parameters of water within tank(s).
- Reestablishment of water tank(s) and facilities to Florida Department of Environmental Protection (FDEP) and American Water Works Association (AWWA) operating standards and conditions after tank inspection(s).
- Replacement, repair, repainting, remediation or reconstruction of any defective part or system observed and/or noted in inspection report and certification.
- Comprehensive site security protocol assessment (only items directly related to/connected to tank observed, not site).

| PHYSICAL TEST RESULTS | |
|--|---|
| Exterior | |
| Protective Coating System Thickness: | Range: 7.5 to 15.0 mils; Average: 10.6 mils |
| Metal Thickness: | Shell – Range: 0.394 to 0.409 inches; Average: 0.403 inches Caps – Range: 0.346 to 0.380 inches; Average: 0.363 inches |
| Instrumentation Used | |
| Protective Coating System Thickness Measurement: | Elcometer 211/1E Coating Thickness Gauge, a mechanical non-destructive dry film thickness measurement gauge calibrated in mils (thousands of an inch – 1/1000) |
| Metal Thickness Measurement: | Check-Line Model TI-25DL Ultrasonic Metal Thickness Gauge, an electronic non-destructive thickness measurement gauge calibrated in inches (reading to the thousands of an inch – 0.001) |

| VISUAL OBSERVATIONS | |
|---|--|
| Exterior | |
| Protective Coating System Condition: | Overall very good. The only signs of coating failure are on the through tank fittings on the top of the tank. |
| Tank Metal Condition: | Overall very good. SSPC-VIS rust grade A blooms have formed around the through tank fittings on the top of the tank. |
| Foundation/Saddle Condition: | Overall very good. The foundations are in excellent condition with no signs of cracking. SSPC-VIS rust grade B has formed on some of the washers holding the saddle supports to the foundations. |
| Sanitation: | The vacuum relief valve (VRV) is not screened. |
| Safety: | The PRV is not screened. |
| Security: | Nothing to note. |
| Interior | |
| Protective Coating System Condition: | Overall good. The protective coating is failing along the weld seams and steel plate above the normal waterline. |
| Metal Condition: | Overall good. SSPC-VIS rust grade C is forming on the weld seams and on the steel plate above the normal waterline. |
| Sanitation: | Nothing to note. |
| Safety: | Nothing to note. |
| Rust/Corrosion Evaluation Measurement Standard for Visual Observations | |
| Rust/Corrosion Measurement: | Society for Protective Coatings (SSPC) Visual Standard for Abrasive Blast Cleaned Steel (SSPC-VIS Rust Grades A, B, C & D) A = slight rust; B = modest rust; C = heavy rust; and, D = heavy rust with scale over and pitting – Conforms with ASTM D 2200 |

COMMENTS

The tank's exterior is in very good condition. There are areas of coating failure and minor corrosion around the through tank fittings on the top of the tank and some of the washers that secure the saddle supports to the foundations. These areas of protective coating failure and associated corrosion should be monitored, but exterior protective coating rehabilitation is not necessary prior to the next required 5-year inspection.

The interior protective coating and metal is in good condition. The protective coating is failing around the weld seams and on the steel plate above the normal waterline. SSPC-VIS rust grade C has formed on the weld seams and on areas of the steel plate above the normal waterline. The coating failure and corrosion needs to be monitored, but interior protective coating rehabilitation is not necessary prior to the next required 5-year inspection.

There is no screen covering the PRV. It is possible for insects to enter the working components of the valve and restrict its normal operation. The valve must be inspected to ensure that there are no restrictions and then a screen secured over the discharge.

There is no screen covering the VRV. This could allow foreign materials to be sucked into the tank, if activated. The valve must be inspected to ensure that there are no restrictions and then a screen secured over the intake.

Professional services did not include inspection, verification or testing of the tank PRV, tank pressure gauge, air relief valve, air/water volume controls or pump controls.

This is a report of the conditions of the tank at the time of the inspection. This report and its recommendations do not constitute a guarantee of future performance, reliability or safety. Water quality and chemical processes change the rate of protective coating failure and corrosion. Tanks must undergo routine maintenance and periodic inspections to assure continued reliability and structural integrity/safety.

CONCLUSIONS

| | |
|-------------|--------------------------|
| Safety: | The PRV is not screened. |
| Sanitation: | The VRV is not screened. |
| Security: | Nothing to note. |

RECOMMENDATIONS

| | |
|---|--|
| Safety: | Immediately inspect the PRV to ensure there are no restrictions and secure a screen over the discharge. |
| Sanitation: | Immediately inspect the VRV to ensure there are no restrictions and secure a screen over the intake. |
| Security | Nothing to note. |
| Long-Term Maintenance and Inspection Program after Tank Rehabilitation: | <ol style="list-style-type: none"> 1. Inspect the exterior and accessible areas of the tank annually to ensure shell sanitary and structural integrity (screens, vents, hatches, seams, etc.), performance of protective coating system and structural safety. 2. Conduct complete cleaning and inspection every five years to ensure compliance with general operation and maintenance requirements, unless other special recommendations are made under <i>COMMENTS</i> section. |

HYDROPNEUMATIC TANK GENERAL NOTES

- All interior painting and protective coatings shall meet NSF, AWWA and FDEP requirements for contact with potable water.
- All surface preparation for application of painting and protective coatings shall be completed in strict accordance with manufacturer's instructions.
- All paint and protective coating shall be applied and result in a minimum dry film thickness consistent with the manufacturer's instructions.
- All structural work and repairs shall be completed by a qualified tank fabricator who is ASME certified in pressure vessel repair.
- All replacement equipment/components shall be installed in strict accordance with the manufacturer's installation instructions.
- Tank and tank appurtenances shall be thoroughly cleaned, flushed, disinfected and satisfactorily biologically tested and cleared prior to returning tank to service.
- Do not pressurize the hydropneumatic tank above its continuous design rating pressure and temperature.
- Do not allow negative pressure (vacuum) to develop within hydropneumatic tank.
- Do not lift hydropneumatic tank except by factory installed lifting lugs.
- Do not mount hydropneumatic tank on any physical point except factory installed/specified support saddles.
- Do not cut holes in nor weld attachments to hydropneumatic tank.
- Do not weld patch plates to hydropneumatic tank or install screws or bolts in tank shell to stop leaks.
- Do not allow heavy objects to strike hydropneumatic tank, i.e., truck backing into it, nor any object impact it which can deform or pierce the hydropneumatic tank.
- Non-ASME pressure tank should not be operated above 50 percent of its known pressure rating or above any pressure recommended in this report.
- If, during operation, leaking air or water is observed emanating from the tank shell or end caps or any weld seams, the tank should be removed from service (de-pressurized) immediately. A hydropneumatic tank can explode like a bomb.
- If, during operation, any deformation of the tank (bulging in or out) is noted, the tank should be removed from service (de-pressurized) immediately. A hydropneumatic tank can explode like a bomb.
- All pressure relief valves should be inspected and tested annually to ensure proper function. Pressure relief valve settings should be no more than 5 psig over the maximum pump shut-off pressure. Under no circumstances should the PRV be set above the tank's maximum designed pressure.
- Any newly installed pressure gauge should be an Ashcroft Type 1279, 0 to 100 psig, glycerin filled or hermetically sealed case or equal.
- Any newly installed pressure relief valve should be a Farris Series 2600 (size appropriate to required relief rate) or equal, set at 5 psig above the pump shut-off setting.

ENGINEER'S CERTIFICATION

In accordance with 61G15-18.011(4), the engineering services addressed in this report have been performed by the Professional Engineer, and based upon the Professional Engineer's knowledge, information and belief, and in accordance with commonly accepted procedures consistent with applicable standards of practice.

A circular professional engineer seal for the State of Florida, partially obscured by a signature and date. The seal contains the text "STATE OF FLORIDA" and "PROFESSIONAL ENGINEER".
Thomas L. Knight, P.E. #47614
Knight Engineering Services, Inc.
770 Almond Street, Suite B
Clermont, Florida 34711

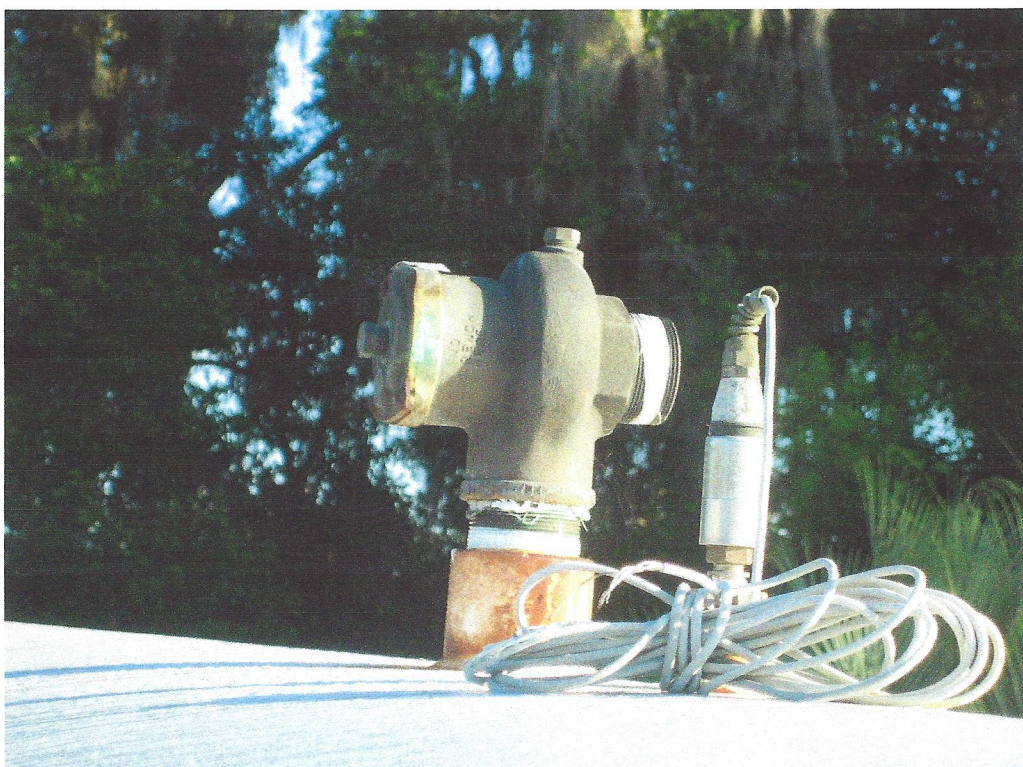
4/13/2023 (SEAL)

This report is not valid without the original signature and seal of the Professional Engineer of Record.

REPRESENTATIVE PHOTOGRAPHS TAKEN DURING INSPECTION



The PRV is not screened.



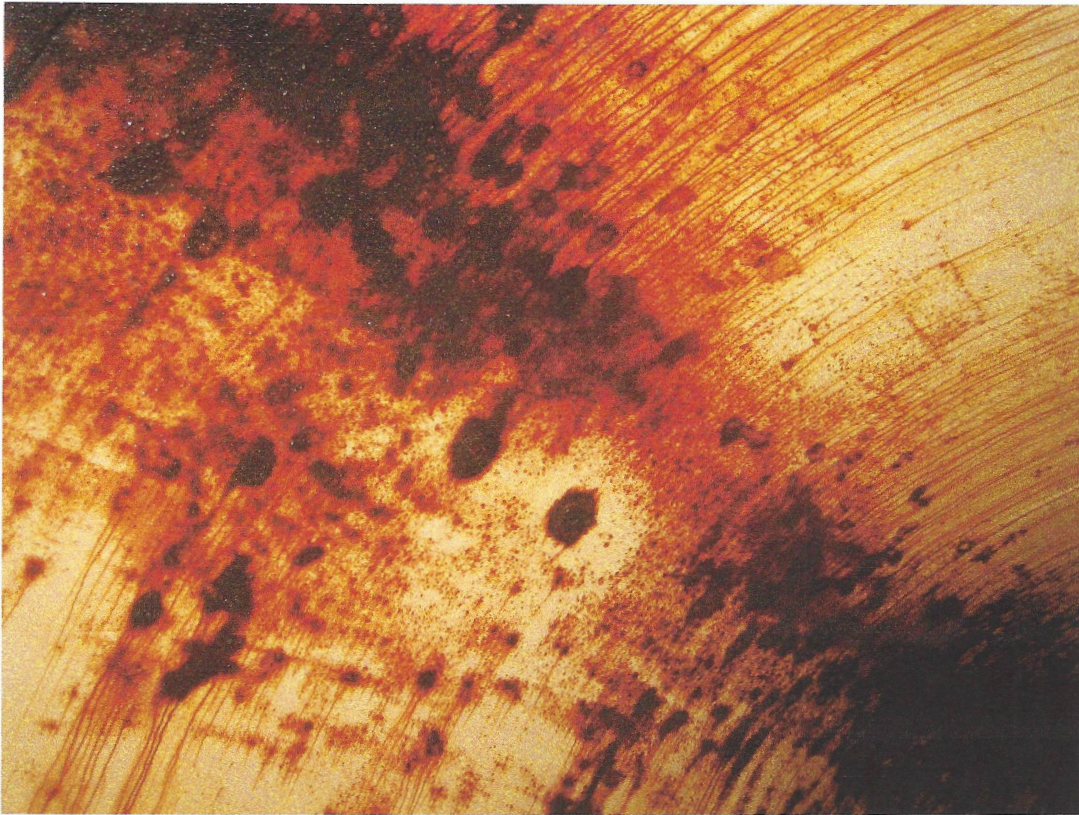
The VRV is not screened and SSPC-VIS rust grade A on the through tank fitting.



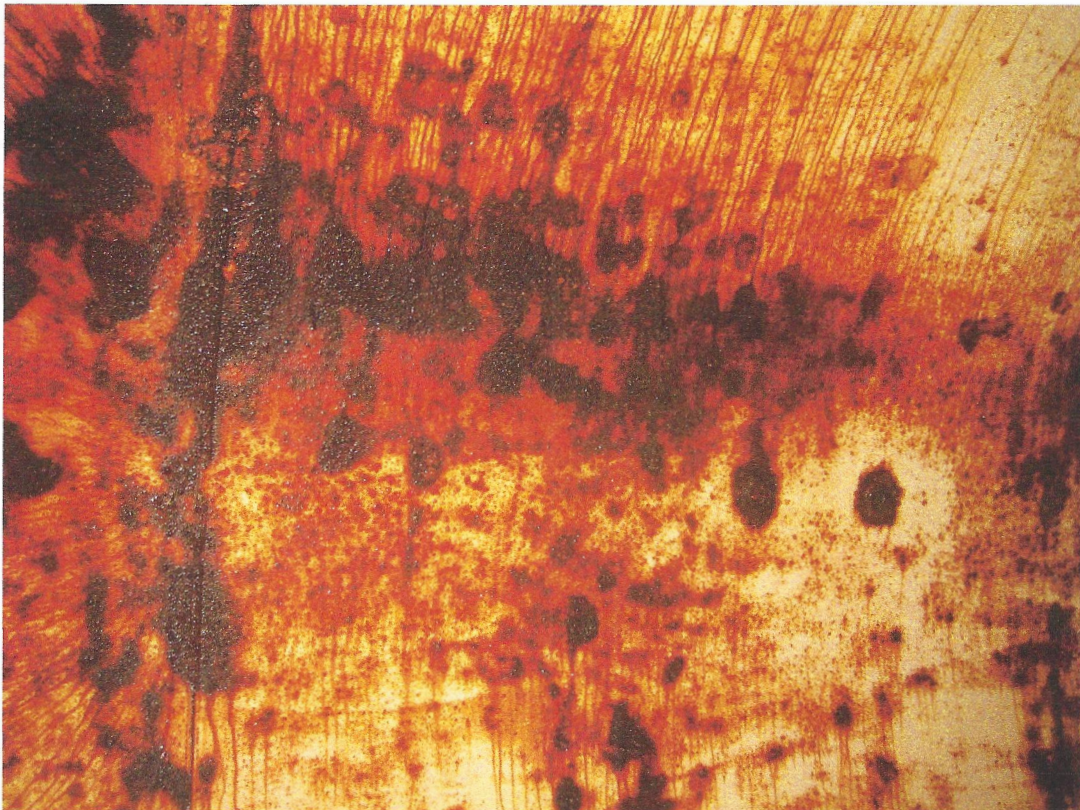
Corrosion on the washers securing the saddle supports to the foundations.



Protective coating failure and corrosion on the weld seams and steel plate above the normal water line.



SSPC-VIS rust grade C on the steel plate above the normal waterline.



Protective coating failure and corrosion on the weld seams and steel plate above the normal water line.



**Library Director's Report
Marianne Beck Memorial Library
For the Month of June 2023**

Statistics for June 2023

Digital: 145, KOHA: 2097 **Total:** 2,242. 18 new patrons were added in June. Items borrowed from other libraries: 505, items loaned to our library: 357. There were 102 computer sessions in June. 564 patrons attended programs in June.

Funds collected for June:

Copies/Fax: \$98.65 **Fines:** \$44.79 **Total:** \$143.44

Activities during the month of June:

Hannah completed the first month of the Summer Reading Program. 179 kids attended in the month of June.

The Masquerade Ball held by the Friends of the Library was a success. The menu was expanded to include four meal options. There was a silent auction as well as public auction of items that included a baseball signed by Pete Rose and two Taylor Swift signed memorabilia pieces. They had a photographer present to record the event. Each attendee received one free beverage, after which there was a cash bar available. Daniel Webster and Anthony Sabatini attended and Carey Baker was the MC for the ball.

It was posted on the Lake County Home School Facebook page that we had some Chromebooks still available. We distributed all but five. A patron reached out to me this morning who was interested in receiving one, she will be in tomorrow or Monday to pick up the Chromebook. Many of the patrons came from other libraries in Lake County for the opportunity to receive a Chromebook and were very thankful to receive one.

Respectively Submitted,
Tara Hall, Library Director

HOWEY-IN-THE-HILLS FINANCIAL REPORT

June 30, 2023

| <u>REVENUES</u> | <u>RECEIVED</u> <u>SINCE LAST REP.</u> | <u>RECEIVED</u> <u>YEAR-TO-DATE</u> | <u>ESTIMATED</u> <u>REVENUE</u> | <u>REVENUE</u> <u>TO BE RECEIVED</u> | <u>PERCENT</u> <u>RECEIVED</u> | <u>DIFFERENCE</u> <u>FROM LAST REP.</u> |
|---------------------------|---|--|------------------------------------|---|-----------------------------------|--|
| 001 GENERAL FUND | \$ 12,646.95 | \$ 1,926,841.53 | \$ 2,849,017.72 | \$ 922,176.19 | 68% | 0% |
| 120 POLICE ADV TRAINING | \$ 9.39 | \$ 1,675.52 | \$ 12,453.50 | \$ 10,777.98 | 13% | 0% |
| 130 TREE FUND | \$ 250.00 | \$ 250.00 | \$ - | \$ (250.00) | #DIV/0! | #DIV/0! |
| 140 WATER IMPACT FEES* | \$ 18,904.92 | \$ 192,200.02 | \$ 429,000.00 | \$ 236,799.98 | 45% | 4% |
| 141 PARK IMPACT FEES* | \$ 10,264.44 | \$ 88,990.22 | \$ 90,000.00 | \$ 1,009.78 | 99% | 11% |
| 141 Fund Balance Trnsf-in | \$ - | \$ 259,976.53 | \$ 152,600.00 | \$ (107,376.53) | 170% | 0% |
| 142 POLICE IMPACT FEES* | \$ 10,933.86 | \$ 94,793.93 | \$ 90,000.00 | \$ (4,793.93) | 105% | 12% |
| 142 Fund Balance Trnsf-in | | \$ 121,524.72 | \$ - | \$ (121,524.72) | #DIV/0! | #DIV/0! |
| 150 INFRASTRUCTURE FUND | \$ 1,087.61 | \$ 181,136.23 | \$ 233,227.00 | \$ 52,090.77 | 78% | 0% |
| 155 BUILDING FUND | \$ 67,180.77 | \$ 548,393.93 | \$ 637,815.00 | \$ 89,421.07 | 86% | 11% |
| 401 WATER/SANITATION FUND | \$ 139,965.43 | \$ 1,189,191.98 | \$ 1,629,696.00 | \$ 440,504.02 | 73% | 9% |
| 651 POLICE RETIREMENT | \$ - | \$ 253,373.63 | \$ 95,653.00 | \$ (157,720.63) | 265% | 0% |
| TOTALS | \$ 261,243.37 | \$ 4,858,348.24 | \$ 6,219,462.22 | \$ 1,361,113.98 | 78% | 4% |

| <u>EXPENDITURES</u> | <u>COMMITTED</u> <u>SINCE LAST REP.</u> | <u>COMMITTED</u> <u>YEAR-TO-DATE</u> | <u>CURRENT</u> <u>APPROPRIATION</u> | <u>AVAILABLE</u> <u>APPROPRIATION</u> | <u>PERCENT</u> <u>COMMITTED</u> | <u>DIFFERENCE</u> <u>FROM LAST REP.</u> |
|----------------------------|--|---|--|--|------------------------------------|--|
| 001 GENERAL FUND | \$ 189,195.40 | \$ 1,988,927.29 | \$ 2,849,017.72 | \$ 860,090.43 | 70% | 7% |
| 120 POLICE ADV TRAINING | \$ - | \$ 10,769.48 | \$ 12,453.50 | \$ 1,684.02 | 86% | 0% |
| 140 WATER IMPACT FEES* | \$ 4,875.00 | \$ 143,439.50 | \$ 429,000.00 | \$ 285,560.50 | 33% | 1% |
| 140 Fund Balance Trnsf-Out | | \$ 381,501.25 | | \$ (381,501.25) | | #DIV/0! |
| 141 PARK IMPACT FEES* | \$ 3,135.00 | \$ 24,953.76 | \$ 242,600.00 | \$ 217,646.24 | 10% | 1% |
| 142 POLICE IMPACT FEES* | \$ - | \$ 32,114.34 | \$ 90,000.00 | \$ 57,885.66 | 36% | 0% |
| 150 INFRASTRUCTURE FUND | \$ - | \$ 11,743.00 | \$ 233,227.00 | \$ 221,484.00 | 5% | 0% |
| 155 BUILDING FUND | \$ 6,113.98 | \$ 258,263.59 | \$ 637,815.00 | \$ 379,551.41 | 40% | 1% |
| 401 WATER/SANITATION FUND | \$ 84,681.26 | \$ 982,890.38 | \$ 1,629,696.00 | \$ 646,805.62 | 60% | 5% |
| 651 POLICE RETIREMENT | \$ - | \$ 53,977.18 | \$ 95,653.00 | \$ 41,675.82 | 56% | 0% |
| TOTALS | \$ 288,000.64 | \$ 3,888,579.77 | \$ 6,219,462.22 | \$ 2,330,882.45 | 63% | 5% |

HOWEY-IN-THE-HILLS FINANCIAL REPORT (Previous Month)

May 31, 2023

(revenues and expenditures updated one month after initial report completion)

| <u>REVENUES</u> | <u>RECEIVED</u> <u>CURRENT MON.</u> | <u>RECEIVED</u> <u>YEAR-TO-DATE</u> | <u>ESTIMATED</u> <u>REVENUE</u> | <u>REVENUE</u> <u>TO BE RECEIVED</u> | <u>PERCENT</u> <u>RECEIVED</u> |
|---------------------------|--|--|------------------------------------|---|-----------------------------------|
| 001 GENERAL FUND | \$ 205,594.74 | \$ 1,914,194.58 | \$ 2,849,017.72 | \$ 934,823.14 | 67% |
| 120 POLICE ADV TRAINING | \$ 170.37 | \$ 1,666.13 | \$ 12,453.50 | \$ 10,787.37 | \$ 0.13 |
| 130 TREE FUND | \$ - | \$ - | \$ - | \$ - | #DIV/0! |
| 140 WATER IMPACT FEES* | \$ 75,619.68 | \$ 173,295.10 | \$ 429,000.00 | \$ 255,704.90 | 40% |
| 141 PARK IMPACT FEES* | \$ 23,798.56 | \$ 78,725.78 | \$ 90,000.00 | \$ 11,274.22 | 87% |
| 141 Fund Balance Trnsf-in | \$ 259,976.53 | \$ 259,976.53 | \$ 152,600.00 | \$ (107,376.53) | 170% |
| 142 POLICE IMPACT FEES* | \$ 25,350.64 | \$ 83,860.07 | \$ 90,000.00 | \$ 6,139.93 | 93% |
| 142 Fund Balance Trnsf-in | \$ 121,524.72 | \$ 121,524.72 | \$ - | \$ (121,524.72) | #DIV/0! |
| 150 INFRASTRUCTURE FUND | \$ 32,801.60 | \$ 180,048.62 | \$ 233,227.00 | \$ 53,178.38 | 77% |
| 155 BUILDING FUND | \$ 131,088.15 | \$ 481,213.16 | \$ 637,815.00 | \$ 156,601.84 | 75% |
| 401 WATER/SANITATION FUND | \$ 167,649.51 | \$ 1,049,226.55 | \$ 1,629,696.00 | \$ 580,469.45 | 64% |
| 651 POLICE RETIREMENT | \$ (27,037.14) | \$ 253,373.63 | \$ 95,653.00 | \$ (157,720.63) | 265% |
| TOTALS | \$ 1,016,537.36 | \$ 4,597,104.87 | \$ 6,219,462.22 | \$ 1,622,357.35 | 74% |

| <u>EXPENDITURES</u> | <u>COMMITTED</u> <u>CURRENT MON.</u> | <u>COMMITTED</u> <u>YEAR-TO-DATE</u> | <u>CURRENT</u> <u>APPROPRIATION</u> | <u>AVAILABLE</u> <u>APPROPRIATION</u> | <u>PERCENT</u> <u>COMM.</u> |
|----------------------------|---|---|--|--|--------------------------------|
| 001 GENERAL FUND | \$ 186,416.09 | \$ 1,799,731.89 | \$ 2,849,017.72 | \$ 1,049,285.83 | 63% |
| 120 POLICE ADV TRAINING | \$ - | \$ 10,769.48 | \$ 12,453.50 | \$ 1,684.02 | 86% |
| 140 WATER IMPACT FEES* | \$ 12,624.00 | \$ 138,564.50 | \$ 429,000.00 | \$ 290,435.50 | 32% |
| 140 Fund Balance Trnsf-Out | \$ 381,501.25 | \$ 381,501.25 | \$ - | \$ (381,501.25) | #DIV/0! |
| 141 PARK IMPACT FEES* | \$ - | \$ 21,818.76 | \$ 242,600.00 | \$ 220,781.24 | 9% |
| 142 POLICE IMPACT FEES* | \$ - | \$ 32,114.34 | \$ 90,000.00 | \$ 57,885.66 | 36% |
| 150 INFRASTRUCTURE FUND | \$ - | \$ 11,743.00 | \$ 233,227.00 | \$ 221,484.00 | 5% |
| 155 BUILDING FUND | \$ 4,070.83 | \$ 252,149.61 | \$ 637,815.00 | \$ 385,665.39 | 40% |
| 401 WATER/SANITATION FUND | \$ 85,853.42 | \$ 898,209.12 | \$ 1,629,696.00 | \$ 731,486.88 | 55% |
| 651 POLICE RETIREMENT | \$ 5,217.49 | \$ 53,977.18 | \$ 95,653.00 | \$ 41,675.82 | 56% |
| TOTALS | \$ 675,683.08 | \$ 3,600,579.13 | \$ 6,219,462.22 | \$ 2,618,883.09 | 58% |

HOWEY IN THE HILLS

FINANCIAL REPORT

June 30, 2023

ACCOUNTS

151200

Florida Prime Account

STATE BOARD ADMINISTRATION BALANCE (usually comes in 2nd week of month)

| | | | |
|--------------------------------|----|-----------|--------|
| SBA FUND A | \$ | 19,826.81 | |
| INTEREST RECEIVED (APY 0.444%) | \$ | 87.67 | 0.442% |
| TOTAL | \$ | 19,914.48 | |

101076

SEACOAST #1 MONEY MARKET ACCOUNT

(RESERVES)

| | | | |
|--------------------------------|----|------------|--------|
| BEGINNING BALANCE | \$ | 665,706.42 | |
| TRANSFERS IN (OUT) | | | |
| INTEREST RECEIVED (APY 0.358%) | | 2,307.90 | 0.347% |
| ENDING BALANCE | \$ | 668,014.32 | |

FDEP SRF LOAN (2.71%/2.12% interest)*

*payments of \$72,314.68 are made in April and Oct. and will continue until 2032

101080

SEACOAST #2 MONEY MARKET ACCOUNT

(BISHOPS GATE)

Sinking Fund

| | | | |
|--------------------------------|----|----------|--------|
| BEGINNING BALANCE | \$ | 2,926.28 | |
| TRANSFERS IN (OUT) | | | |
| INTEREST RECEIVED (APY 0.001%) | | 0.03 | 0.001% |
| ENDING BALANCE | \$ | 2,926.31 | |

DW-350401 \$133,289.00

DW-350401-1 814,298.30

DW-350401-2 263,951.50

Balance as of 04/30/20223 \$1,211,538.80

101005

SEACOAST CHECKING ACCOUNT (Operating)

Operating Checking

| | | | |
|----------------------|----|--------------|--|
| BEGINNING BALANCE | \$ | 3,003,624.45 | |
| REVENUES DEPOSITED | | 364,880.14 | |
| TRANSFERS IN (OUT) | | | |
| EXPENDITURES CLEARED | | (394,928.77) | |
| ENDING BALANCE | \$ | 2,973,575.82 | |

HOWEY IN THE HILLS
FINANCIAL REPORT
June 30, 2023

ACCOUNTS

LOANS

101160

SEASIDE MONEY MARKET ACCOUNT

| | | | |
|--------------------------------|----|------------|--------|
| BEGINNING BALANCE | \$ | 346,473.59 | |
| TRANSFERS IN (OUT) | | - | |
| DORMANT CHARGE | | - | |
| INTEREST RECEIVED (APY 0.311%) | | 979.62 | 0.283% |
| ENDING BALANCE | \$ | 347,453.21 | |

101110

SEASIDE CHECKING ACCOUNT (Pay Loan)

| | | |
|--------------------|----|-----------|
| BEGINNING BALANCE | \$ | 18,083.56 |
| TRANSFERS IN (OUT) | | |
| DEPOSITED | | - |
| ENDING BALANCE | \$ | 18,083.56 |

101120

SEASIDE SRF LOAN SWEEP ACCOUNT

| | | |
|----------------------|----|----------|
| BEGINNING BALANCE | \$ | 2,490.97 |
| TRANSFERS IN (OUT) | | |
| EXPENDITURES CLEARED | | |
| ENDING BALANCE | \$ | 2,490.97 |

TOTAL \$ 4,032,458.67

TOTAL \$1,211,538.80