



**TOWN OF LAKE HAMILTON  
TOWN COUNCIL  
REGULAR MEETING AGENDA  
TUESDAY, MARCH 7, 2023  
6:00 P.M.**

The Town Council of the Town of Lake Hamilton will hold a Regular Council Meeting on Tuesday, March 7, 2023, at 6:00 PM at the Town Hall, 100 Smith Ave, Lake Hamilton, FL 33851.

- 1. CALL TO ORDER BY THE MAYOR**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL OF COUNCIL MEMBERS BY THE CLERK**
- 5. SCHEDULED PRESENTATIONS**
  - a. Irish American Heritage Month Proclamation-*pages 1-2*
  - b. Chief Teague Presentation for 2022 Officer of the Year-*no pages*
- 6. CONSENT AGENDA**
  - a. February 7, 2023, Regular Meeting Minutes-*pages 3-5*
  - b. February 23, 2023, Special Meeting Minutes-*pages 6-7*
  - c. ROW Permit for Spectrum Southeast/ Lightspeed-*pages 8-14*
  - d. Remove Parks and Recreation Advisory Board Members-*pages 15-18*
- 7. RECOGNITION OF CITIZENS (Non-Agenda Items)**
- 8. OLD BUSINESS-**
  - a. Future Planning Items/Update/Action on WUP/AWS/WW/PRWC
    - i. Consider SRF Grant Funding on Water Plant Improvements- *pages 19-32*
    - ii. Consider Pennoni Contract on Design of Water Plan – *pages 33-44*
    - iii. Discussion on Phase 2 Wastewater Plant Expansion- *pages 45-63*
    - iv. Hwy 27 Sewer Line Change Proposal – *pages 64-72*
- 9. NEW BUSINESS-**
  - a. Ordinance O-23-04 Irrigation Meter Required- *pages 73-75*
  - b. Resolution R-2023-04 2023 July Celebration Alcohol Sales- *pages 76-77*
  - c. Request to Vacate Land from Homeowners- *pages 78*
  - d. Interim Admin Request for Authority to Adjust Pay Scales for Current Employees- *no pages*
- 10. STAFF REPORTS**
  - a. Interim Town Administrator- *no pages*
  - b. Town Clerk- *pages 79*
  - c. Police Department – *pages 80-87*
  - d. Code Enforcement- *pages 88-89*
  - e. Community Development- *pages 90*
  - f. Public Works- *pages 91*
- 11. ATTORNEY COMMENTS**
- 12. COUNCIL MEMBERS COMMENTS**
- 13. ADJOURNMENT**

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND F. S. 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THESE PROCEEDINGS PLEASE CONTACT TOWN CLERK, BRITTNEY SANDOVAL SOTO, TOWN HALL, LAKE HAMILTON, FL AT 863-439-1910 WITHIN TWO (2) WORKING DAYS OF YOUR RECEIPT OF THIS NOTIFICATION. IF A PERSON DESIRES TO APPEAL ANY DECISION MADE BY THE TOWN COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, AFFECTED PERSONS MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE WHICH THE APPEALS IS TO BE BASED. (F.S. 286.26.105)



## PROCLAMATION

**WHEREAS**, by 1776 nearly 300,000 Irish nationals had emigrated to the American colonies and played a crucial role in America's War for Independence; and

**WHEREAS**, five signers of the Declaration of Independence were of Irish descent and three signers were Irish born; and

**WHEREAS**, Irish Americans helped to fashion a system of government for our young Nation; and

**WHEREAS**, twenty-two Presidents have proudly proclaimed their Irish American heritage; and

**WHEREAS**, in 1972 Irish born James Hoban provided the architectural plans for the White House and served as one of the supervising architects for the construction of the Capitol; and

**WHEREAS**, Irish born Commodore John Barry was recognized by the United States Congress in September of 2002 as the "First Flag Officer of the United States Navy"; and

**WHEREAS**, Commodore Jon Barry fought the last sea battle of the American Revolution off the coast of Florida; and

**WHEREAS**, in 1813, Captain Oliver Perry, an Irish American, achieved a major naval victory in the Battle of Lake Erie; and

**WHEREAS**, in 1942, the 5 Sullivan brothers made the ultimate sacrifice for democracy and freedom during the Naval Battle of Guadalcanal and later had the Destroyer USS Sullivan commissioned in their memory; and

**WHEREAS**, the Irish first came to Spanish "*La Florida*" in the 1500's- first as missionaries and mercenary soldiers and then as planters, traders, businessman, doctors, and administrators; and

**WHEREAS**, three of the Spanish Governors of "*La Florida*" were actually Irish military officers; and

**WHEREAS**, Fr. Richard Arthur, an Irish-born priest from Limerick who was appointed parish priest for St. Augustine in 1597 and ecclesiastical judge of "*La Florida*," established the first public school in America and opened it to both boys and girls off all races; and

**WHEREAS**, Andrew Jackson, whose family came from County Antrim, served as Florida's military governor following its acquisition by the United States; and

**WHEREAS**, Irish Americans, since America's inception, have provided and continue to provide leadership and service to this nation's political, business, and religious establishments; and

**WHEREAS**, it is fitting and proper to celebrate the rich cultural heritage and the many valuable contributions of Irish Americans.

**NOW, THEREFORE**, I Mayor Michael Kehoe, by virtue of the authority vested in me as Mayor of the Town of Lake Hamilton, in the State of Florida, do hereby declare the month of March 2023 as:

## **Irish American Heritage Month**

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Official Seal of the Town of Lake Hamilton, Polk County, Florida, to be affixed this 7<sup>th</sup> day of March 2023.

**Town of Lake Hamilton**

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Mayor Michael Kehoe

**TOWN OF LAKE HAMILTON  
MINUTES  
TOWN COUNCIL REGULAR MEETING  
TUESDAY, FEBRUARY 7, 2023  
6:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday February 7, 2023, at 100 Smith Ave., Lake Hamilton, FL 33851.

**CALL TO ORDER**

Mayor Kehoe called the meeting to order at 6:00 p.m.

**INVOCATION**

Invocation was given by Cora Roberson.

**PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by all.

**ROLL CALL**

Roberson, Tomlinson, O'Neill, Wagner, and Mayor Kehoe were present. Town Clerk Sandoval was present and Attorney Maxwell was present via virtual conference.

**SCHEDULED PRESENTATIONS**

Mayor Kehoe read the proclamation for Black History Month.

**CONSENT AGENDA**

**Motion made** by Wagner and a second by O'Neill to approve consent agenda items a, and b. No public comments were received.

**Motion Passed 5-0.**

**RECOGNITION OF CITIZENS**

There were no citizens signed in to speak.

**OLD BUSINESS**

**Future Planning Items Update/Action on WUP/AWS/WW-**

Mayor Kehoe pulled items a, Future Planning Items, items b-c which included Ordinance O-23-01, Ordinance O-23-02, and Ordinance O-23-03 from the agenda. There was not one present to give an update on item a and items b through c were not advertised so they cannot be read.

Clerk Sandoval recommends holding a special meeting towards the end of the month. A Special Meeting was scheduled for February 23<sup>rd</sup> at 5:00 PM.

**Tabled from January Meeting- Town Administrator Position-**

Mayor Kehoe addressed the Council noting that Interim Town Administrator Teague did not want to be the Town Administrator and wishes to remain as the Chief of Police. Kehoe is

working on the posting for the Administrator position to give to the Town Clerk to post. There was a consensus of the Council to post the job for the position of Town Administrator and bring back to the April meeting and to provide updates before the April meeting.

### **NEW BUSINESS**

#### **Resolution R-2023-02 Supporting FLC 2023**

Attorney Maxwell read the title for the record.

A resolution of the Town of Lake Hamilton, Florida, Polk County, Florida, urging members of the Florida Legislators to support the 2023 Florida League of Cities legislative platform.

Mayor Kehoe noted that the Vice Mayor submitted this Resolution to support the legislature.

**Motion made** by Wagner and a second by O'Neill to approve Resolution R-2023-02 in support of the FLC.

No public comments were received. A roll call vote was taken. Roberson aye, Tomlinson aye, O'Neill aye, Wagner aye, Kehoe aye. **Motion passed 5-0.**

#### **Resolution R-2023-03 Scenic Terrace South Phase 2 Plat-**

Attorney Maxwell read the title for the record.

A resolution adopting the Scenic Terrace South Phase 2 subdivision plat of Lake Hamilton; repealing all provisions in conflict herewith; providing for severability; and providing for an effective date.

Planner Kirby addressed the Council to give an overview of the Resolution. He noted he wanted time to review the perimeter fencing, sign materials and landscaping adding in that stipulation to allow time for review.

**Motion made** by O'Neill and a second by Wagner to approve Resolution R-2023-03 for the Scenic Terrace South Phase 2 Plat with the stipulation for the planner to review the perimeter fencing, sign materials and landscaping.

No public comments were received. A roll call vote was taken. Tomlinson aye, O'Neill aye, Wagner aye, Roberson aye, Kehoe aye. **Motion passed 5-0.**

#### **Consider Agreement with Supervisor of Elections to Administer Election-**

Clerk Sandoval noted that this agreement was to allow the Supervisor of Elections to administer the 2023 municipal election.

**Motion made** by Wagner and a second by Roberson to approve the agreement with the Supervisor of Elections to Administer Election for 2023.

No public comments were received. **Motion passed 5-0.**

#### **Staff Reports-**

**Town Administrator-** Interim Town Administrator was not present.

**Town Clerk-** Clerk Sandoval questioned the Council about the April meeting date due to the Election falling on the same date.

**Motion made** by O'Neill and a second by Wagner to change the April meeting to the 11<sup>th</sup> if the election will fall on the 4<sup>th</sup>.

No public comments were received. **Motion passed 5-0.**

**Police Department-** Included in packet.

**Code Enforcement-** Included in packet.

**Community development-** Included in packet.

**Public Works-** Included in packet.

**ATTORNEY COMMENTS:** Attorney Maxwell noted she will have an update on the foreclosure next month.

**COUNCIL COMMENTS:**

Roberson inquired regarding changing the name of Rose Street to Martin Luther King Blvd before the next year. Maxwell noted she will get information regarding the platted subdivision for the March meeting to see if it can be changed.

She will be remoting into the Special meeting at the end of the month.

Tomlinson apologized for missing the MLK Jr. parade as he was under the weather.

**ADJOURNMENT:**

**Motion made** by Wagner and second by Tomlinson to adjourn the regular at 6:35 PM. **Motion passed 5-0.**

ATTEST:

\_\_\_\_\_  
Michael Kehoe, Mayor

\_\_\_\_\_  
Brittney Sandoval Soto, Town Clerk

\_\_\_\_\_  
Michael Teague, Interim Town Administrator

**TOWN OF LAKE HAMILTON  
MINUTES  
SPECIAL MEETING  
TUESDAY, FEBRUARY 23, 2023  
5:00 PM**

The Town Council of Lake Hamilton held a Special Meeting on Thursday, February 23, 2023, at 5:00 PM, at 100 Smith Ave., Lake Hamilton, FL 33851.

**CALL TO ORDER**

Mayor Kehoe called the meeting to order at 5:02 p.m.

**INVOCATION**

Invocation was given by Cora Roberson.

**PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was recited by all.

**ROLL CALL**

Roberson, O'Neill, Tomlinson, and Mayor Kehoe were present. Vice Mayor Wagner was absent. Clerk Sandoval were present. Attorney Maxwell was present via virtual conference.

**\*O'Neil arrived at 5:03**

**SPECIAL COUNCIL MEETING BUSINESS**

**Second Reading of Ordinance O-23-01 Scenic Terrace PUD-**

**Attorney Maxwell read the title for record-**

An ordinance of the Town of Lake Hamilton, Florida, amending the scenic terrace planned unit development (PUD) by removing a commercial parcel of land, located at the southeast corner of the intersection of Scenic Highway (SR17) and White Clay Pit Road sections 9, township 28 south, range 27 east, Polk county, Florida; repealing all ordinances in conflict herewith; providing for severability, providing for correction of scrivener's errors; providing for conflict; and providing for an effective date.

**Motion made** by Roberson and a second by O'Neill to adopt Ordinance O-23-01 on second reading. No public comments were received. A roll call vote was taken Roberson aye, Tomlinson aye, O'Neill aye, Kehoe aye. **Motion passed 4-0.**

**Second Reading of Ordinance O-23-02 Comprehensive Plan Amendment-**

**Attorney Maxwell read the title for record-**

An ordinance of the town of Lake Hamilton, Florida, amending the future land use map of the Town of Lake Hamilton, Florida said small scale amendment being known as amendment 23-01ss to change the future land use classification of 2.374 acres from residential lands - 5 (rl-5) to commercial services (cs); the land being located at the southeast corner of the intersection of scenic highway (sr17) and white clay pit road sections 9, township 28 south, range 27 east, Polk county, Florida; providing for severability, providing for correction of scrivener's errors; providing for conflict; and providing for an effective date.

**Motion made** by Roberson and a second by Tomlinson to adopt Ordinance O-23-02 on second

reading. No public comments were received. A roll call vote was taken. Tomlinson aye, O'Neill aye, Roberson aye, Kehoe aye. **Motion passed 4-0.**

**Second Reading of Ordinance O-23-03 Rezoning for Scenic Terrace-  
Attorney Maxwell read the title for record-**

An ordinance of the town council of the town of lake Hamilton, Polk County, Florida, rezoning 2.374 acres from r-5 single-family dwelling district to c-2 neighborhood commercial district, the land being located at the southeast corner of the intersection of scenic highway (sr17) and white clay pit road in section 9, township 28 south, range 27 east, Polk County, Florida; providing for severability; providing for correction of scrivener's errors; repealing all ordinances in conflict herewith; and providing an effective date.

**Motion made** by Roberson and a second by O'Neil to adopt Ordinance O-23-03 on second reading. A roll call vote was taken. O'Neill aye, Roberson aye, Tomlinson aye, Wagner aye, Kehoe aye. No public comments were received.

**Motion passed 4-0.**

**Mayor Kehoe closed public hearing at 5:07**

**Consider Monitor Well Purchase-**

Town Administrator Teague gives overview of the four bid proposals for the two monitoring wells that were not included in the original bid of the WWTF.

Public Works Director Henry recommends going with the lowest bid of \$15,750 from Fussell Well Drilling, they can be up and operational in eight weeks. Tomlinson asked about the existing wells and Henry noted that they are only monitoring wells.

**Motion made** by O'Neil and second by Roberson to approve lowest bid of \$15,750 from Fussell Well Drilling.

**Motion passed 4-0.**

**ADJOURNMENT:**

**Motion made** by Roberson and a second by Tomlinson to adjourn the special meeting at 5:11 PM.

No public comments were received.

**Motion passed 4-0.**

ATTEST:

\_\_\_\_\_  
Michael Kehoe, Mayor

\_\_\_\_\_  
Brittney Sandovalsoto, Town Clerk

\_\_\_\_\_  
Michael Teague, Interim Town Administrator





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## TOWN OF LAKE HAMILTON BUILDING PERMIT APPLICATION

100 Smith Ave  
PO Box 126  
Lake Hamilton, FL 33851  
(863) 439-1910  
Fax: (863) 439-1421

TOTAL DUE: \$ \_\_\_\_\_

Date of Application: \_\_\_\_\_

Code in effect is the Florida Building Code 7th Edition

Property Address/Location: \_\_\_\_\_ Parcel ID#: \_\_\_\_\_

Sq. Ft. of Building: \_\_\_\_\_ Septic: \_\_\_\_\_ Meter Size Req: \_\_\_\_\_ Meter#: \_\_\_\_\_

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify no work or installation has commenced prior to the issuance of a permit and all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand a separate permit must be secured for any additional work not described on this application. I also agree to pay permit fees based on the Florida Building Code or furnish a signed contract for this construction. ALL COMMERCIAL NEW CONSTRUCTION, ALTERATIONS, AND/OR ADDITIONS REQUIRE TECHNICAL REVIEW BOARD APPROVAL. SCHEDULE AN APPOINTMENT WITH THE TOWN PLANNER FOR A PRE-REVIEW CONSULTATION.

Type of Permit: (x) all that apply:

Building ☐ Electrical ☐ Mechanical ☐ Plumbing ☐ Irrigation ☐ Fence ☐ Pool ☐ Shed ☐  
Residential ☐ Commercial ☐ Warehouse ☐ New ☐ Alteration ☐ Addition ☐ Repair ☐ Roof

Description of work: \_\_\_\_\_

Cost of construction: \$ \_\_\_\_\_ Type of construction: \_\_\_\_\_ Occupancy Group: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Owner Phone #: \_\_\_\_\_

Owner Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## CONTRACTOR INFORMATION

Contractor Name: \_\_\_\_\_ Business Name: \_\_\_\_\_ Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_ License #: \_\_\_\_\_

Sub-Contractor Name(s) and License Number(s): \_\_\_\_\_

Elec: \_\_\_\_\_ Lic #: \_\_\_\_\_ Mech: \_\_\_\_\_ Lic #: \_\_\_\_\_

Plbg: \_\_\_\_\_ Lic #: \_\_\_\_\_ Roof: \_\_\_\_\_ Lic #: \_\_\_\_\_

Irrigation: \_\_\_\_\_ Lic #: \_\_\_\_\_ Landscaping: \_\_\_\_\_ Lic #: \_\_\_\_\_

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning. WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.

Signature of Owner Richard A Jackman Date: \_\_\_\_\_

Signature of Contractor \_\_\_\_\_ Date: \_\_\_\_\_

STATE OF FLORIDA

COUNTY OF POLK

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_, by \_\_\_\_\_ Who is personally known

to me or who has produced \_\_\_\_\_ (Type of Identification)

Signature of Notary \_\_\_\_\_ Notary Seal or Stamp

State of Florida

My Commission Expires \_\_\_\_\_

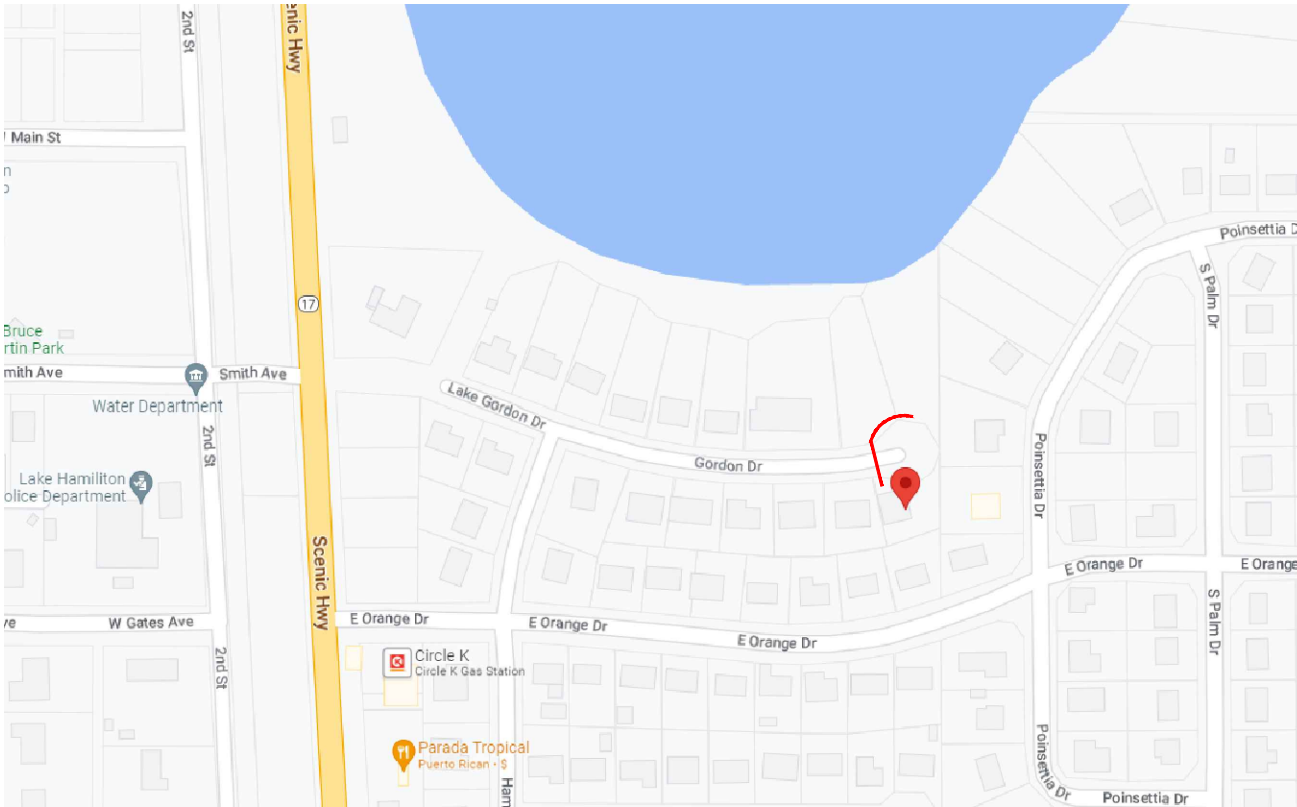
Fire Marshall: \_\_\_\_\_ Date: \_\_\_\_\_

Building Division: \_\_\_\_\_ Date: \_\_\_\_\_

Planning/ Zoning: \_\_\_\_\_ Date: \_\_\_\_\_

PERMIT #:

JOB LOCATION MAP



General Notes

1. All Catv Construction within the Public Rights of Way shall be in conformity with the Local Jurisdiction's "Minimum Standards"
2. The Contractor shall notify Call Sunshine and other utilities prior to commencement of construction.
3. Use the "Directional Bore Method" for all driveway crossings,
4. All side walk removal and replacement shall be restored to the Local Jurisdiction's and F.D.O.T. Standard Specification No.522
5. All aerial construction shall maintain a minimum of 18' clearance parallel to and crossing all F.D.O.T. Rights of Way.
6. All aerial construction shall maintain a minimum of 18' clearance parallel to and 18' crossing all County and Municipalities Rights of Way.
7. Physical hand digging to be used at all times in conflict zones to minimize damages.
8. Underground utilities have been plotted from avaiible records and field obervations, but are not necessarily exact. Therefore utility locations will be verified 100ft in advance of trenching, plowing and boring, so that changes can be made in event of conflict.
9. Restoration shall beqin within three (3) weeks after the installation of cable/ conduit. Full grass by seed and mulch or sodding as approved.
10. No open trenches to be left open overnight. Needs to be backfilled (Public Safety Hazzard.)
11. No excavation shall be permitted within 10' of protected trees (20' for Grand Oaks) . All utility installation shall be placed by directional bore beqining outside of protected radius.
12. These drawings are for permitting purposes only.
13. All Construction Methods and Materials within FDOT R/ W shall comply with the Editions of the Standard Plans, the Standard Specifications for Road & Bridge Construction and the Utility Accommodation Manual (UAM)
14. All FDOT R/ W disturbed by this work shall be restored to its original condition or better and in accordance to applicable FDOT specifications. All a disturbed by construction shall be re-graded and sodded, matching existing grass type.
15. Any damage caused by the contractor shall be repaired by the contractor/ subcontractor at his sole expense.
16. Do not place outriqqer pads on sidewalk.

UTILITY LEGEND

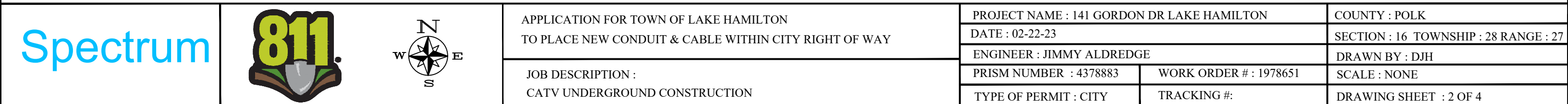
|   |                   |                         |             |
|---|-------------------|-------------------------|-------------|
| × | PWR WOOD POLE     | —— — — — —              | ROW         |
| □ | PWR CONCRETE POLE | —————                   | EOP         |
| □ | PWR STEEL POLE    | — - — - — - - -         | CENTER LINE |
| ✱ | ST LITE           | — pwr — pwr — pwr       | POWER       |
| ⊠ | JOINT USE TRANS   | — com — com — com — com | COMM        |
| ⊗ | JOINT USE         | — tv — tv —             | TELEVISION  |
| ⊕ | FIRE HYDRANT      | — wtr — wtr —           | WATER       |
| ⊖ | CULVERT           | — swr — swr —           | SEWER       |
| ■ | STORM DRAIN       | — REC — REC — REC       | RECLAIM     |
|   |                   | — GAS — GAS — GAS —     | GAS         |



APPLICATION FOR TOWN OF LAKE HAMILTON  
TO PLACE NEW CONDUIT & CABLE WITHIN CITY RIGHT OF WAY

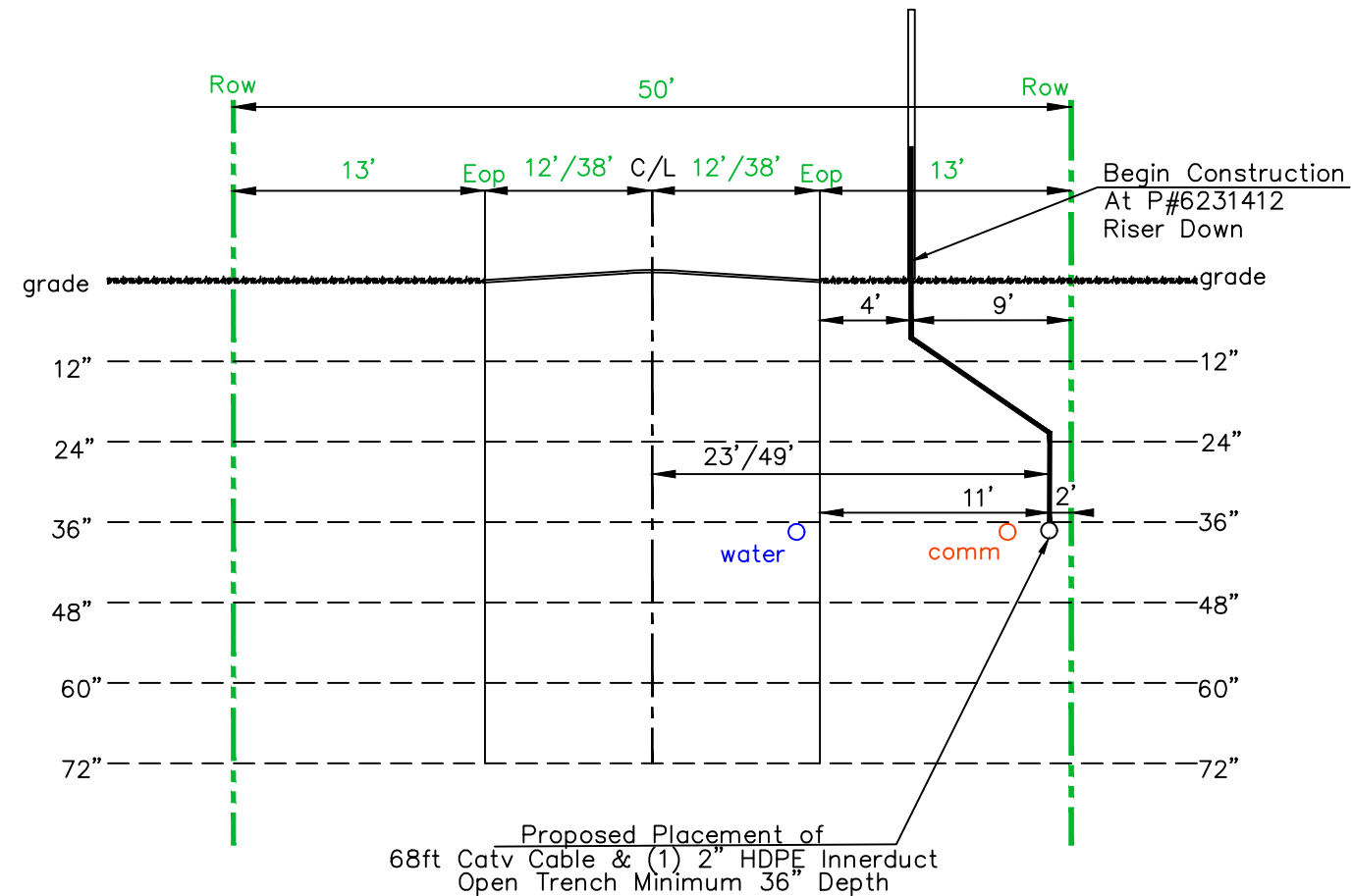
JOB DESCRIPTION :  
CATV UNDERGROUND CONSTRUCTION

|  |                        |                                       |
|--|------------------------|---------------------------------------|
| PROJECT NAME : 141 GORDON DR LAKE HAMILTON |                        | COUNTY : POLK                         |
| DATE : 02-22-23                            |                        | SECTION : 16 TOWNSHIP : 28 RANGE : 27 |
| ENGINEER : JIMMY ALDREDGE                  |                        | DRAWN BY : DJH                        |
| PRISM NUMBER : 4378883                     | WORK ORDER # : 1978651 | SCALE : NONE                          |
| TYPE OF PERMIT : CITY                      | TRACKING #:            | DRAWING SHEET : 1 OF 4                |

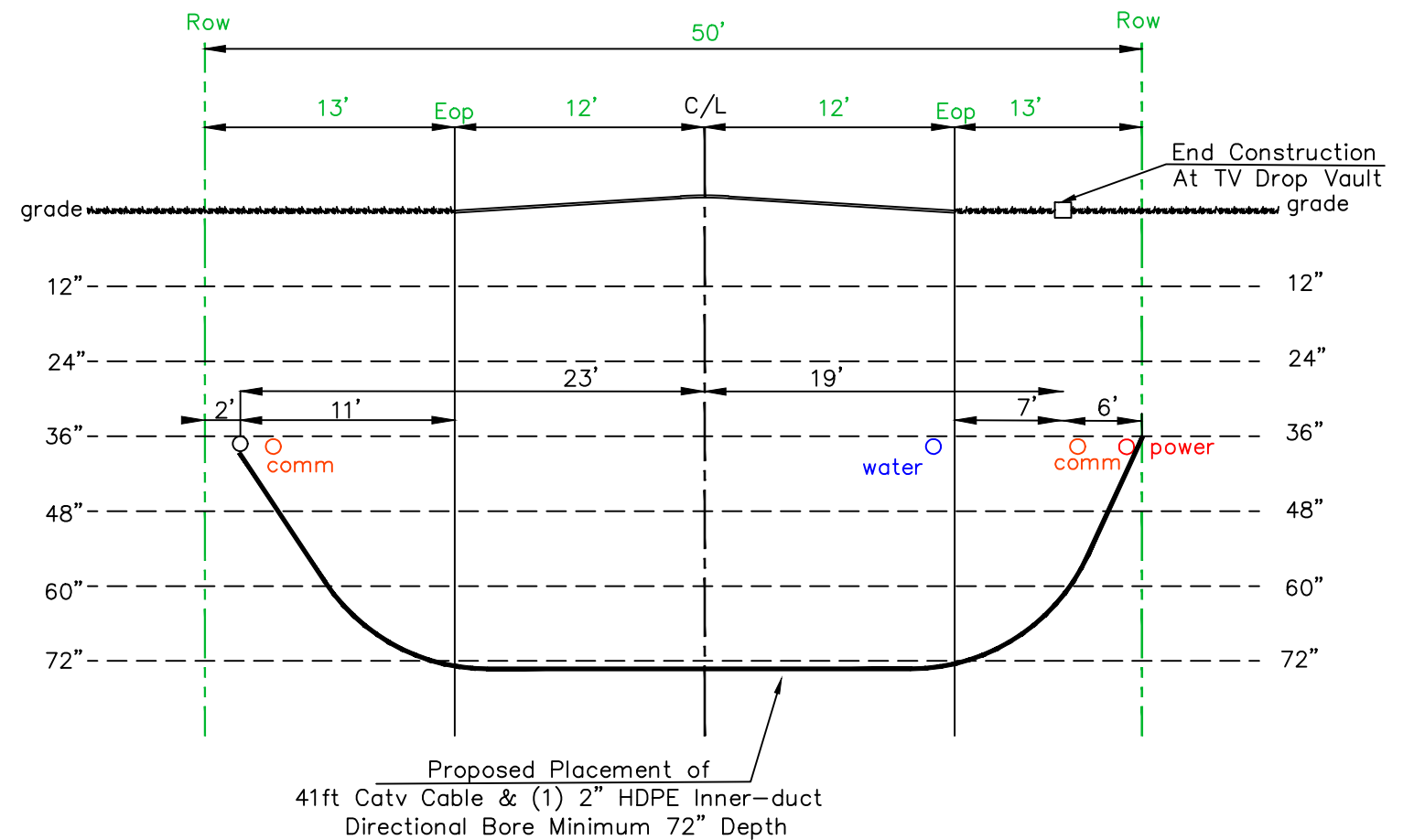


PROFILE VIEW OF CATV UNDERGROUND CONSTRUCTION

PROFILE A  
TYPICAL CATV OPEN TRENCH PARALLEL TO ROAD ROW  
GORDON ROAD LOOKING EAST  
(Dead End Round Culasac)



PROFILE B  
TYPICAL CATV OPEN DIRECTIONAL BORE PARALLEL TO ROAD ROW  
GORDON ROAD LOOKING EAST  
(Dead End Round Culasac)







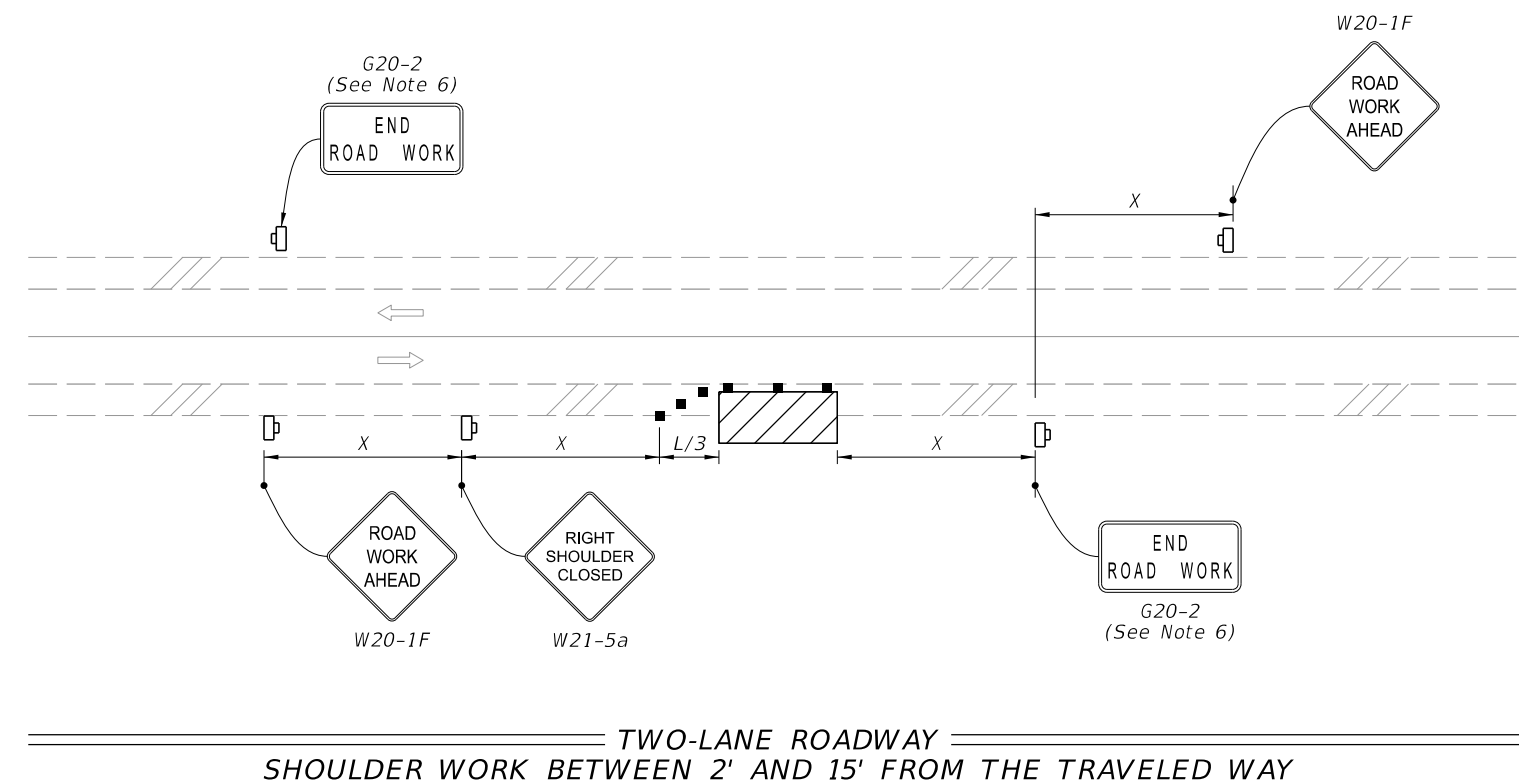
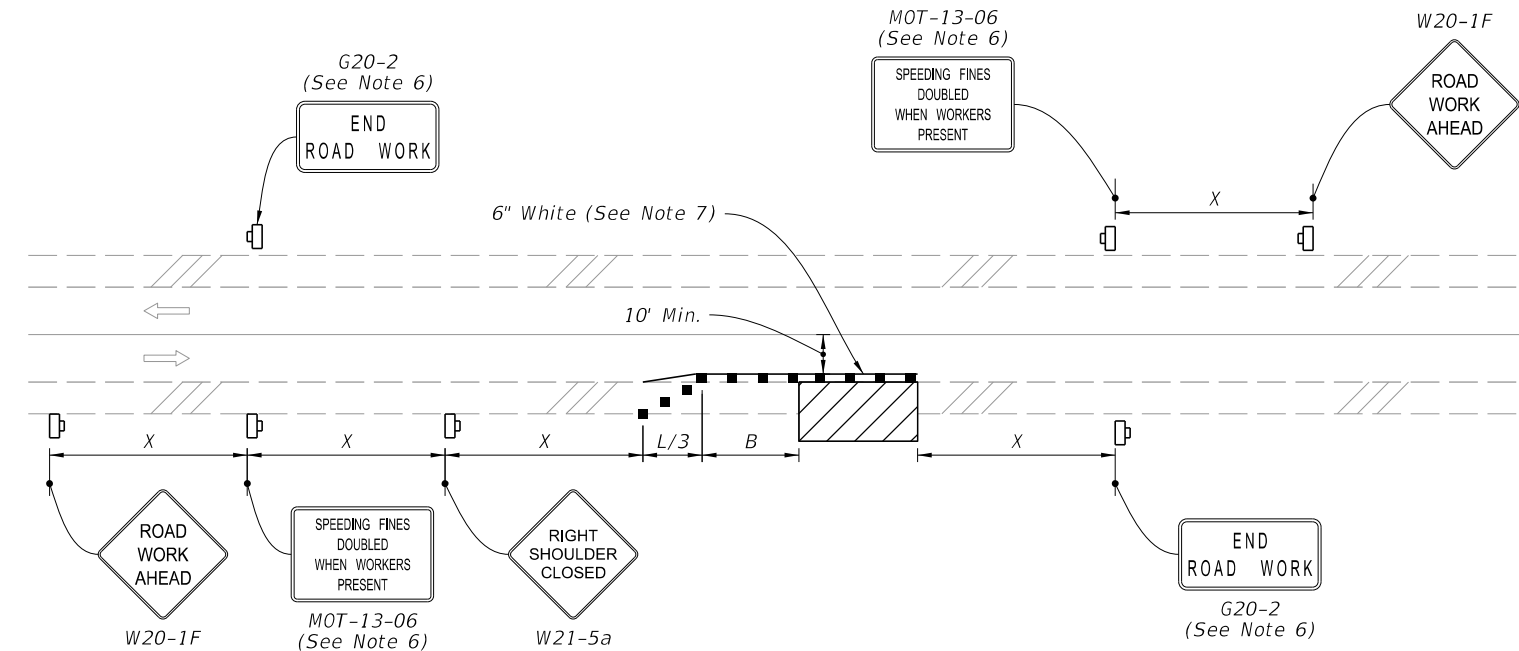


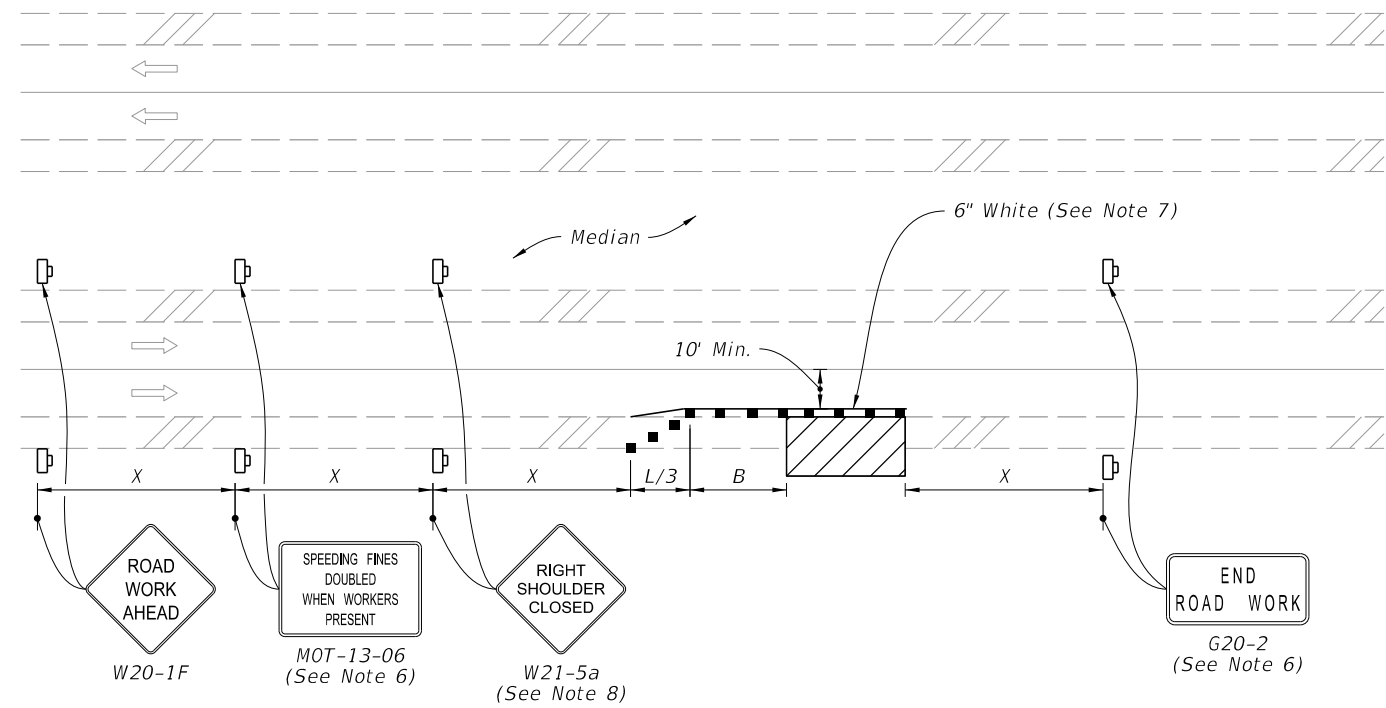
**NOTE:**

1. This Index applies to Two-Lane, Two-Way and Multilane Roadways, including Medians of divided roadways, with work on the shoulder.
2.  $L$  = Taper Length  
 $X$  = Work Zone Sign Spacing  
 $B$  = Buffer Length  
See Index 102-600 for "L", "X", "B", and channelizing device spacing values.
3. Where work activities are between 2' and 15' from the edge of traveled way, the Engineer may omit signs and channelizing devices for work operations 60 minutes or less.
4. When four or more work vehicles enter the through traffic lanes in a one hour period (excluding establishing and terminating the work area), use a flagger or lane closure to accommodate work vehicle ingress and egress.
5. For work less than 2' from the traveled way and work zone speed is greater than 45 MPH, use a lane closure.
6. The "Speeding Fines Doubled When Workers Present" signs (MOT-13-06) and "End Road Work" Signs (G20-2) along with the associated work zone sign spacing distances may be omitted when the work operation is in place for 24 hours or less.
7. Temporary pavement markings may be omitted when the work operation is in place for 3 days or less.
8. Omit "Shoulder Closed" signs (W21-5a) along with associated work zone sign spacing distances for work on the median.
9. When there is no paved shoulder, the "Worker" sign (W21-1) may be used instead of the "Shoulder Closed" sign (W21-5a).

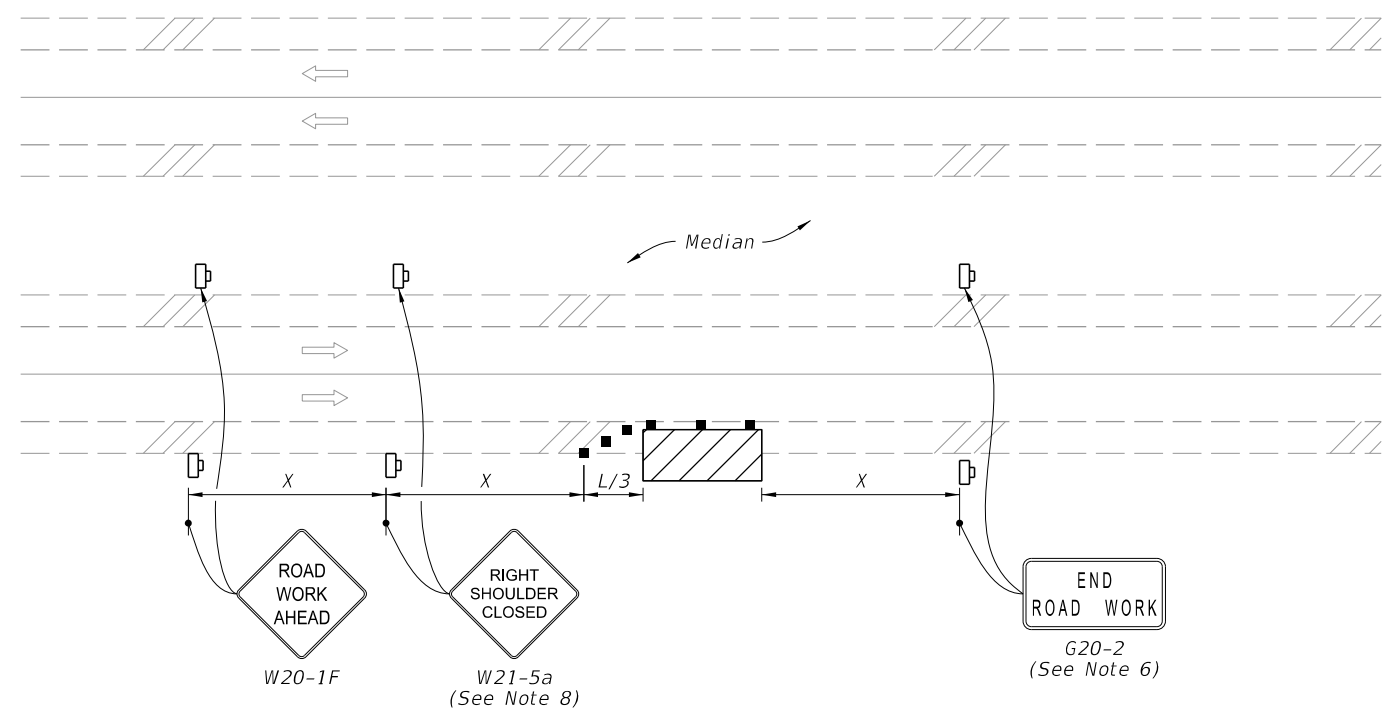
**SYMBOLS:**

-  Work Area
-  Channelizing Device (See Index 102-600)
-  Work Zone Sign
-  Lane Identification and Direction of Traffic





MULTILANE ROADWAY  
SHOULDER WORK LESS THAN 2' FROM THE TRAVELED WAY  
WITH WORK ZONE SPEED OF 45 MPH OR LESS



MULTILANE ROADWAY  
SHOULDER WORK BETWEEN 2' AND 15' FROM THE TRAVELED WAY

SYMBOLS:

- Work Area
- Channelizing Device (See Index 102-600)
- Work Zone Sign
- Lane Identification and Direction of Traffic

**From:** [Town of Lake Hamilton](#)  
**To:** [Brittney Sandovalsoto](#)  
**Subject:** Parks committee  
**Date:** Monday, February 27, 2023 1:32:55 PM

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Pixi Kehoe and Joy Sutkus shall remain on Parks Committee. Please place the names of the three remaining members on the consent agenda for Tuesday's meeting to be removed from the committee due to lack of participation. We will need to find 3 new applicants for the committee.

Thank You,  
Michael Kehoe

Elizabeth Kuykendall  
Randi Golemme  
Curtis Grothmann





# TOWN OF LAKE HAMILTON

## APPOINTED BOARD

### APPLICATION

Select One Board: ☒

- ☐ Charter Review Committee    ☐ Planning Commission\*    ☐ Centennial Committee  
☐ Board of Zoning Adjustment\*    ☒ Parks & Recreation Advisory Board

ONLY Lake Hamilton Residents shall be appointed to Town Boards.

Name: Elizabeth Monroe Kuykendall  
 Physical Address: 409 Monroe Lane, Lake Hamilton 33851  
 Mailing Address: 409 Monroe Lane Haines City FL 33844  
 Primary Phone #: 863 419 6083 Email: Mizlizk@gmail.com  
 Employer: Retired

Please answer the following Questions:

- Are you a resident in the Town of Lake Hamilton? Yes ☒ No ☐  
 Are you currently a Homeowner ☒ Family/Son or Renter ☐ in the Town of Lake Hamilton?  
 Are you a registered voter in the Town of Lake Hamilton? Yes ☒ No ☐  
 How long have you lived in Lake Hamilton? Years/Months: 35  
 Are you currently or have you ever served on any government Advisory Board? Yes ☐ No ☒  
 If yes, which government agency? \_\_\_\_\_  
 Are you currently employed by a government agency? Yes ☐ No ☒  
 If yes, which government agency? \_\_\_\_\_  
 Have you ever been convicted of a felony? Yes ☐ No ☒  
 If yes, please provide documentation of restoration of rights from the state clemency board.

Please note: Per Florida Statutes 112.31-45, appointment on any of these boards or committees with an \* requires a Financial Disclosure Form and must be filed annually on or before July 1<sup>st</sup> of each year.

Applicant's Signature: Elizabeth M Kuykendall Date: 4/16/22

*When completed and filed with the Town Clerk's Office, this document is a public record under Chapter 119, Florida Statutes, and therefore is open to public inspection.*

Return form to: Town Clerk's Office - Town Hall  
 100 Smith Avenue - P.O. Box 126  
 Lake Hamilton, Florida, 33851

### OFFICE USE ONLY

Mayor's recommendation for applicant to serve on selected board? Yes ☒ No ☐  
 Board Appointment: PARK & RECREATION ☒ Appointment ☐ Reappointment  
 Date of Appointment: MAY 3, 2022  
 Mayor's Signature: [Signature] Date: 4-25-2022



# TOWN OF LAKE HAMILTON BOARDS & COMMITTEES APPLICATION FOR APPOINTMENT

Select a Board or Committee:

Charter Review Committee ☐

Planning and Zoning Board ☐

Board of Zoning Adjustments & Appeals ☐

Parks & Rec Board ☒

Please select one: Appointment ☒

Reappointment ☐

**\*\*Please note that per Florida Statutes 112.3145, Appointment on any of these boards or committees requires a Financial Disclosure Form and must be filed annually on or before July 1<sup>st</sup> of each year.**

Name: Randi Golemm Email: randi.yar@realestateagent.com  
Physical Address: 132 8<sup>th</sup> Street Lake Hamilton  
Mailing Address: PO Box 205 Lake Hamilton 33851

Phone #: \_\_\_\_\_ Cell #: 863-307-7017

Employer: Self-employed-Realtor, owner card my yard under Haven

**Please answer the following:**

Are you a Town of Lake Hamilton resident?

☒ Yes

☐ No

☐

Are you a registered Florida voter?

☒ Yes

☐ No

☐

Do you own property in Lake Hamilton?

☒ Yes

☐ No

☐

Are you currently serving on a Town Board/Committee?

☐ Yes

☐ No

☒

Have you ever served on a Town Board/Committee?

☐ Yes

☐ No

☒

Are you a local government employee?

☐ Yes

☐ No

☒

If so – what municipality? N/A

How long have you lived in Lake Hamilton?

Years/ Months: 10 years / 1 month

If you have ever been convicted of a felony, please provide proof of restoration of rights from the clemency board. no

When completed and filed with the Town Clerk's Office, this document is a public record under Chapter 119, Florida Statutes, and therefore is open to public inspection.



Please state your reason for wanting to serve on a Town Board(s)/Committee(s):

To be more involved in my community

Describe your background and qualifications for the Board(s)/Committee(s) to which you seek appointment?.

Experience in project planning

Are there any potential conflicts, which would make it difficult for you to render objective judgment on questions which come before the Board(s)/Committee(s) to which you seek appointment?

no

#### REFERENCES:

Name

Address

Phone

|               |                  |              |
|---------------|------------------|--------------|
| Kamekia Floyd | Winter Haven, FL | 803-585-4346 |
| Ken Losch     | Lancaster, PA    | 717-725-5630 |
| Kelly Rogan   | Heimds City FL   | 501-221-7333 |

Signature required if NOT submitting electronically: x

Paul S. Coleman

Date

9/12/2022

Return form to: Town Clerk's Office

Town Hall

100 Smith Avenue

Lake Hamilton Florida, 33851

STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

**STATE REVOLVING LOAN PROGRAM  
FOR  
DRINKING WATER FACILITIES  
  
LOAN APPLICATION**



Florida Department of Environmental Protection  
State Revolving Fund Program  
Marjory Stoneman Douglas Building  
3900 Commonwealth Boulevard  
Tallahassee, FL 32399-3000

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**LOAN APPLICATION**

- (1) SUBMITTAL. Submit the application and attachments to the Department of Environmental Protection, MS 3505, State Revolving Fund Program, Marjorie Stoneman Douglas Building, 3900 Commonwealth Boulevard, Tallahassee, Florida 32399-3000. The application (and supporting documentation) may be submitted electronically to the Department's Project Manager.
- (2) COMPLETING THE APPLICATION.
  - (a) This application consists of five parts: (I) ADMINISTRATIVE INFORMATION; (II) PROJECT INFORMATION; (III) FINANCIAL INFORMATION; (IV) AUTHORIZATION AND ASSURANCES; and (V) SUPPLEMENTARY INFORMATION.
  - (b) All information provided on this application must be printed. Monetary amounts may be rounded.
  - (c) Forms and attachments to be submitted are denoted with italic print.
- (3) ASSISTANCE. Completing this application may require information that can be obtained from the Drinking Water State Revolving Fund Program staff. Please email [SRF\\_Reporting@dep.state.fl.us](mailto:SRF_Reporting@dep.state.fl.us) for assistance in completing this application.

**PART I - ADMINISTRATIVE INFORMATION**

- (1) PROJECT SPONSOR \_\_\_\_\_  
 Federal Employer Identification Number \_\_\_\_\_  
 DUNS Number \_\_\_\_\_
- (2) AUTHORIZED REPRESENTATIVE (person authorized to sign or attest loan documents).  
 Name \_\_\_\_\_ Title \_\_\_\_\_  
 Telephone \_\_\_\_\_ Email \_\_\_\_\_  
 Mailing Address \_\_\_\_\_
- (3) PRIMARY CONTACT (person to answer questions regarding this application).  
 Name \_\_\_\_\_ Title \_\_\_\_\_  
 Telephone \_\_\_\_\_ Email \_\_\_\_\_  
 Employer \_\_\_\_\_  
 Mailing Address \_\_\_\_\_
- (4) ADDITIONAL CONTACTS. If more than one additional person is to receive copies of Department correspondence, attach the information (*Attachment #* \_\_\_\_\_).  
 Name \_\_\_\_\_ Title \_\_\_\_\_  
 Telephone \_\_\_\_\_ Email \_\_\_\_\_  
 Employer \_\_\_\_\_  
 Mailing Address \_\_\_\_\_
- (5) PROJECT NUMBER (listed on the Department's priority list). \_\_\_\_\_
- (6) INTERIM FINANCING. A local government project sponsor that has interim financing may be subject to certain conditions regarding such financing.  
 Is the project currently being funded with interim financing? ☐ Yes ☐ No

**PART II – PROJECT INFORMATION**

If you are applying for a planning or design loan for a project that will involve construction, complete only Subpart A below. If you are applying for a loan to construct a project that is already planned and designed, complete only Subpart B below.

**A. PLANNING OR DESIGN PROJECT**

Information should be provided for each separate facility to be planned and designed as appropriate. For design/build projects (not eligible for design loans) or those where multiple facilities, segments, or phases are involved, please attach information for activities, schedule, and cost for each. (*Attachment #*\_\_\_\_\_)

- (1) **ACTIVITIES.** Attach a brief description of the scope of planning and design activities to be financed by this loan. Include a list of any engineering services to be performed. (*Attachment #*\_\_\_\_\_). Are these activities the same as those scheduled on the *Request for Inclusion Form*? ☐ Yes ☐ No. If “No”, please explain. (*Attachment #*\_\_\_\_\_)
- (2) **SCHEDULE.**
- (a) Provide proposed completion dates for the items. (Please call Department staff to discuss time frames needed to complete required tasks.)
- |                                    |       |
|------------------------------------|-------|
| Planning documentation             | _____ |
| Engineering design                 | _____ |
| Certification of site availability | _____ |
| Permitting                         | _____ |
- (b) Do you anticipate that an interlocal agreement with another party will be necessary to implement the project? If “Yes”, please explain. (*Attachment #*\_\_\_\_\_)
- ☐ Yes ☐ No
- (c) Is this a design/build project?
- ☐ Yes ☐ No
- (3) **COST.** Is the cost information submitted for the planning or design loan priority list current? If “No”, please explain and submit revised cost information using the appropriate page of the *Request for Inclusion Form*. (*Attachment #*\_\_\_\_\_). Note that the disburseable amount will be limited to the priority list amount.
- ☐ Yes ☐ No

PLANNING OR DESIGN APPLICANTS PROCEED TO PART III.

**B. CONSTRUCTION PROJECT**

- (1) **ACTIVITIES.**
- (a) Attach a brief description of construction activities to be financed by this loan. Include a list of the contracts (by title) corresponding to the plans and specifications accepted by the Department (*Attachment #*\_\_\_\_\_).
- Are these contracts the same as those scheduled on the *Request for Inclusion Form*? ☐ Yes ☐ No
- If “No”, please explain. (*Attachment #*\_\_\_\_\_)
- (b) Have any of the contracts been bid? ☐ Yes ☐ No
- If “Yes”, indicate which contracts have been bid. (*Attachment #*\_\_\_\_\_)
- (c) Was planning or design for this project financed in another SRF loan? ☐ Yes ☐ No
- If “Yes”, give the SRF loan number. \_\_\_\_\_
- (d) Does this project involve an interlocal agreement with other local governments or other entities? ☐ Yes ☐ No
- If “Yes”, attach a copy of the interlocal agreement. (*Attachment #*\_\_\_\_\_)
- Is the interlocal agreement fully executed and enforceable? ☐ Yes ☐ No

If “No”, please explain (*Attachment #*\_\_\_\_\_).

(2) SCHEDULE. (month and year)

(a) Anticipated notice to proceed for first construction contract.

(b) Anticipated completion of all construction contracts.

(3) COST. Is the cost information submitted for the priority list current? ☐ Yes ☐ No

If “No”, please explain and submit revised cost information using the appropriate page of the *Request for Inclusion Form*. (*Attachment #*\_\_\_\_\_). Note that the disburseable amount will be limited to the priority list amount.

### PART III - FINANCIAL INFORMATION

Estimates of the capitalized interest, interest rate, pledged revenue coverage, limitations on annual loan amounts for large projects, applicability and amount of repayment reserves, amount of the loan service fee and any other information may be obtained by contacting staff in the State Revolving Fund Management Section.

(1) PRINCIPAL. The requested amount of the loan which does not include capitalized interest is \$ \_\_\_\_\_

Note that the disburseable amount will be limited to the priority list amount and must be consistent with the project information provided under **PART II** of this application. Also note that the capitalized interest is an inexact estimate, and it is subject to adjustment by the Department to reflect actual disbursement timing. The principal amount of the loan does not include the loan service fee.

(2) TERMS AND REPAYMENT.

(a) Loans for planning and design shall be amortized over 10 years. Construction loans to local government project sponsors are amortized over the lesser of useful life of the project or 20 years unless the project is to serve a small community qualifying as financially disadvantaged. Construction loans to financially disadvantaged small communities may be amortized over the lesser of useful life of the project or 30 years. Construction loans to non-governmental project sponsors are amortized over the lesser of the useful life of the project or 20 years. Interest charges and principal are paid semiannually.

What is the useful life of the project? \_\_\_\_\_ (years)

Over how many years would you like to amortize the loan? \_\_\_\_\_ (years)

(b) List all revenues that are to be pledged for repayment of this loan. [Click or tap here to enter text.](#)

(c) Pledged revenue receipts or collections by the project sponsor must exceed the amount of the repayments due to the Department unless there are other collateral provisions. The excess revenue, or coverage, generally is 15% of each repayment.

What coverage is proposed for the loan? \_\_\_\_\_% (coverage percentage)

(d) Is any other financial assistance being applied to this project? ☐ Yes ☐ No

If “Yes”, please list. (*Attachment #*\_\_\_\_\_)

(3) ANNUAL FUNDING LIMIT. Large project funding (generally, loans in excess of \$10 million) may be provided in increments pursuant to the initial loan agreement and subsequent amendments.

(4) INFORMATION ON LIENS.

(a) Describe, if applicable, all debt obligations having a prior or parity lien on the revenues pledged to repay this loan. (*Attachment #*\_\_\_\_\_). For example: City Name, Florida, Water and Sewer System Revenue Bonds, Series 1996, issued in the amount of \$10,000,000, pursuant to Ordinance No. 93-104, as amended and supplemented by Ordinance No. 96-156.

(b) Using the Part V, *Schedule of Prior and Parity Liens*, provide debt service information, if applicable, on each prior and parity obligation.



- (c) For the listed obligations, provide a copy of the ordinance(s), resolution(s), official statement(s), or pages thereof, setting forth the definitions, use of proceeds, debt service schedule, pledged revenues, rate covenants, provisions for issuing additional debt, provisions for bond insurance, and debt rating. (*Attachment #\_\_\_\_\_*).
- (d) Describe any other notes and loans payable from the revenues pledged to repay this loan. (*Attachment #\_\_\_\_\_*).
- (5) ACTUAL AND PROJECTED REVENUES.
  - (a) Complete the Part V, *Schedule of Actual Revenues and Debt Coverage* for the past two fiscal years.
  - (b) Complete the Part V, *Schedule of Projected Revenues and Debt Coverage*, demonstrating the availability of pledged revenues for loan repayment.
- (6) AVAILABILITY OF PLEDGED REVENUES. All sources must be supported by a written legal opinion. (*Attachment #\_\_\_\_\_*) The opinion must address the following:
  - (a) Availability of the revenues to repay the loan.
  - (b) Right to increase rates at which revenues shall be collected to repay the loan.
  - (c) Subordination of the pledge if pledged revenues are subject to a prior or parity lien.
- (7) LOAN SERVICE FEE. A loan service fee is assessed on each loan. The fee is not part of the loan. The fee along with interest thereon will be deducted from the first available repayments after the final amendment to the loan agreement.

#### PART IV – AUTHORIZATION AND ASSURANCES

- (1) AUTHORIZATION. Provide an authorizing resolution of the Applicant's governing body or other evidence of authorization (*Attachment #\_\_\_\_\_*) for the following:
  - (a) Pledging revenues to repay the loan.
  - (b) Designation of the Authorized Representative(s) to file this application, provide assurances, execute the loan agreement, and represent the Applicant in carrying out responsibilities (including that of requesting loan disbursements) under the loan agreement.
- (2) ASSURANCES. The Applicant agrees to comply with the laws, rules, regulations, policies and conditions relating to the loan for this project. Applicants should seek further information from the Drinking Water State Revolving Fund Program staff as to the applicability of the requirements if the necessity for the assurances is of concern. Specifically, the Applicant certifies that it has complied, as appropriate, and will comply with the following requirements, as appropriate, in undertaking the Project:
  - (a) Assurances for capitalization grant projects.
    - 1. Complete all facilities for which funding has been provided.
    - 2. The Applicant is advised, pursuant to 40 CFR 35 Section 35.3575, that a number of Federal law, executive orders, and government-wide policies can apply to your project or activity that is receiving Federal financial assistance. The Applicant agrees to read those provisions regarding the application of Federal cross-cutting authorities (cross-cutters) to determine their applicability to your specific project or activity.
  - (b) Assurances for other projects. Please note that Florida Statutes are available at <http://www.leg.state.fl.us>. They are also available at the following physical address: Florida Department of State Division of Library and Information Services R.A. Gray Building 500 South Bronough Street Tallahassee, Florida 32399-0250.
    - 1. Chapter 161, Part I, F.S., "Beach and Shore Preservation Act" and Part III, "Coastal Zone Protection Act of 1985" which regulate coastal zone construction and all activities likely to affect the condition of the beaches or shore.
    - 2. Chapter 163, Part II, F.S., the "Local Government Comprehensive Planning and Land Development Regulation Act" which requires units of local government to establish and implement comprehensive planning programs to control future development.
    - 3. Chapter 186, F.S., State and Regional Planning, which requires conformance of projects with Regional Plans and the State Comprehensive Plan.
    - 4. Chapter 253, F.S., "Emergency Archaeological Property Acquisition Act of 1988" which requires protection of archaeological properties of major statewide significance discovered during construction activities.

5. Chapter 258, Part III, F.S., which requires protection of components or potential components of the national wild and scenic rivers system.
  6. Chapter 267, F.S., the “Florida Historical Resources Act” which requires identification, protection, and preservation of historic properties, archaeological and anthropological sites.
  7. Chapter 287, Part I, F.S., which prohibits parties convicted of public entity crimes or discrimination from participating in State-assisted projects and which requires consideration of the utilization of Minority Business Enterprises in State-assisted projects.
  8. Chapter 372, F.S., the Florida Endangered and Threatened Species Act which prohibits the killing or wounding of an endangered, threatened, or special concern species or intentionally destroying their eggs or nest.
  9. Chapter 373, Part IV, F.S., Florida Water Resources Act of 1972, which requires that activities on surface waters or wetlands avoid adversely affecting: public health, safety, welfare, or property; conservation of fish and wildlife, including endangered or threatened species or their habitats; navigation or the flow of water; the fishing or recreational values or marine productivity; and significant historical and archaeological resources.
  10. Chapter 380, Part I, F.S., Florida Environmental Land and Water Management Act of 1972 as it pertains to regulation of developments and implementation of land and water management policies.
  11. Chapter 381, F.S., Public Health, as it pertains to regulation of onsite wastewater systems.
  12. Chapter 403, Part I, F.S., Florida Air and Water Pollution Control which requires protection of all waters of the state.
  13. Chapter 582, F.S., Soil and Water Conservation Act which requires conformance with Water Management District’s regulations governing the use of land and water resources.
  14. Governor’s Executive Order 95-359, which requires State Clearinghouse review of project planning documentation and intergovernmental coordination.
- (c) Assurances for all projects. The loan recipient certifies that it is not listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.”

Signed this \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_

Authorized Representative \_\_\_\_\_  
 \_\_\_\_\_  
*(signature)* *(name typed or printed)*

## Attachments



**PART V – SUPPLEMENTARY INFORMATION****SCHEDULE OF ACTUAL REVENUES AND DEBT COVERAGE**

(Provide information for the two fiscal years preceding the anticipated date of the SRF loan agreement.)

|  | <u>Year 20</u> | <u>Year 20</u> |
|--|----------------|----------------|
| (a) Operating Revenues (Source)  |                |                |
|  |                |                |
|  |                |                |
| (b) Interest Income  |                |                |
| (c) Other Income or Revenue (Identify)   |                |                |
|  |                |                |
|  |                |                |
| (d) Total Revenues   |                |                |
| (e) Operating Expenses (excluding interest on debt, depreciation, and other non-cash items)  |                |                |
| (f) Net Revenues [(f) = (d) – (e)]   |                |                |
| (g) Debt Service (including any required coverage)   |                |                |
| (h) Attach audited annual financial report(s), or pages thereof, or other documentation necessary to support the above information. Include any notes or comments from the audit reports regarding compliance with covenants of debt obligations having a prior or parity lien on the revenues pledged for repayment of the SRF Loan. ( <i>Attachment #</i> _____) |                |                |
| (i) Attach worksheets reconciling this page with the appropriate financial statements (for example, backing out depreciation and interest payments from operating expenses). ( <i>Attachment #</i> _____)  |                |                |
| (j) If the net revenues were not sufficient to satisfy the debt service and coverage requirement, please explain what corrective action was taken. ( <i>Attachment #</i> _____)  |                |                |

**PART V – SUPPLEMENTARY INFORMATION****SCHEDULE OF PROJECTED REVENUES AND DEBT COVERAGE**

Begin with the fiscal year preceding first anticipated semiannual loan payment and continue for at least three additional years. Attach a separate page for previous State Revolving Fund loans.

|   | <u>Year<br/>20</u> | <u>Year<br/>20</u> | <u>Year<br/>20</u> | <u>Year<br/>20</u>           | <u>Year<br/>20</u>          |
|---|--------------------|--------------------|--------------------|------------------------------|-----------------------------|
| (a) Operating Revenue   | _____              | _____              | _____              | _____                        | _____                       |
| (b) Interest Income   | _____              | _____              | _____              | _____                        | _____                       |
| (c) Other Income or Revenue<br>(identify)   | _____              | _____              | _____              | _____                        | _____                       |
| _____   | _____              | _____              | _____              | _____                        | _____                       |
| _____   | _____              | _____              | _____              | _____                        | _____                       |
| (d) Total Revenues  | _____              | _____              | _____              | _____                        | _____                       |
| (e) Operating Expenses (excluding<br>interest on debt, depreciation, and<br>other non-cash items)   | _____              | _____              | _____              | _____                        | _____                       |
| (f) Net Revenues (f = d - e)  | _____              | _____              | _____              | _____                        | _____                       |
| (g) Revenue (including coverage)<br>pledged to debt service, excluding<br>SRF loans   | _____              | _____              | _____              | _____                        | _____                       |
| (h) Revenue (including coverage)<br>pledged to outstanding SRF loans  | _____              | _____              | _____              | _____                        | _____                       |
| (i) Revenue Available for this SRF<br>Loan [(i) = (f) – (g) – (h)]  | _____              | _____              | _____              | _____                        | _____                       |
| (j) Identify the source of the above information and explain methods used to develop the projections ( <i>Attachment #</i> _____).<br>Include an explanation of any revenue and expense growth or other adjustments; for example, any rate increases,<br>service growth, inflation adjustments, expense adjustments reflecting the cost of operating additional facilities, or other<br>considerations. |                    |                    |                    |                              |                             |
| (k) For construction loans, are the above projections consistent with the accepted financial<br>feasibility information in the planning documents?  |                    |                    |                    | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

If “No”, please explain. (*Attachment #*\_\_\_\_\_)



**FDEP Drinking Water SRF Priority List SFY 2023**  
**Fundable Portion (Tier 1, Tiers 2 & 3)**
**DRAFT**  
**2/22/2023**

| Tier | Project Sponsor                            | SRF Project Number | Priority Score | Loan Type (Description)                     | Fundable Listing Amount | Allocated Principal Forgiveness | Amount To Be Repaid | Adoption Date | Application Deadline | Agreement Deadline |
|------|--|--------------------|----------------|---|-------------------------|---------------------------------|---------------------|---------------|----------------------|--------------------|
| 1    | Orange City                                | 64205              | 630            | Construction                                | \$ 3,810,476            | \$ -                            | \$ 3,810,476        | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 1    | Daytona Beach                              | 64099              | 439            | Construction                                | \$ 4,596,456            | \$ -                            | \$ 4,596,456        | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 1    | Polk Regional Water Cooperative (Segment)  | 53200              | 411            | Design (Water Supply)                       | \$ 7,046,516            | \$ -                            | \$ 7,046,516        | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 1    | Polk Regional Water Cooperative (Increase) | 53200              | 411            | Design (Water Supply)                       | \$ 14,370,666           | \$ -                            | \$ 14,370,666       | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 1    | Dade City                                  | 51041              | 392            | Construction                                | \$ 250,000              | \$ -                            | \$ 250,000          | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 1    | Gulf County                                | 23022              | 337            | Construction (Booster Stations)             | \$ 137,000              | \$ -                            | \$ 137,000          | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 1    | Hollywood                                  | 0604D              | 303            | Construction                                | \$ 14,007,507           | \$ 7,801,501                    | \$ 6,206,006        | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 1    | Hollywood                                  | 0604D              | 303            | Construction                                | \$ 25,000,000           | \$ -                            | \$ 25,000,000       | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 1    | Village of Tequesta                        | 50270              | 300            | Construction (Distribution)                 | \$ 1,185,987            | \$ -                            | \$ 1,185,987        | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 1    | Newberry                                   | 01081              | 300            | Planning                                    | \$ 26,500               | \$ -                            | \$ 26,500           | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 1    | Palatka                                    | 54025              | 152            | Construction                                | \$ 388,500              | \$ -                            | \$ 388,500          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 1    | Mascotte                                   | 35121              | 133            | Design                                      | \$ 1,499,988            | \$ 749,994                      | \$ 749,994          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 1    | Destin Water Users, Inc.                   | 46012              | 100            | Construction (Water Supply and Storage)     | \$ 2,080,000            | \$ -                            | \$ 2,080,000        | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 1    | Venice                                     | 58048              | 100            | Construction                                | \$ 8,789,553            | \$ -                            | \$ 8,789,553        | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 2    | Micanopy                                   | 01060              | 759            | Planning/Design (Treatment)                 | \$ 505,000              | \$ 252,500                      | \$ 252,500          | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 2    | Perry                                      | 62026              | 645            | Construction                                | \$ 3,281,175            | \$ 2,752,578                    | \$ 528,597          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Madison                                    | 40041              | 491            | Construction                                | \$ 5,263,900            | \$ 4,737,510                    | \$ 526,390          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Taylor Coastal                             | 62030              | 487            | Construction                                | \$ 3,409,222            | \$ 3,068,300                    | \$ 340,922          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Lawtey                                     | 04010              | 485            | Planning/Design (Distribution)              | \$ 566,500              | \$ 283,250                      | \$ 283,250          | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | FGUA Arrendondo Estates                    | 59034              | 481            | Construction                                | \$ 2,500,000            | \$ 2,227,750                    | \$ 272,250          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Bushnell                                   | 60043              | 474            | Planning/Design (Water System Improvements) | \$ 655,400              | \$ 327,700                      | \$ 327,700          | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | Paxton                                     | 60034              | 472            | Construction (Meters and Well)              | \$ 2,943,281            | \$ 2,482,069                    | \$ 461,212          | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | Lake Hamilton                              | 53165              | 465            | Planning/Design (Water Supply & Treatment)  | \$ 624,500              | \$ 312,250                      | \$ 312,250          | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | Big Bend Water Authority                   | 15052              | 459            | Construction                                | \$ 5,271,800            | \$ 4,145,216                    | \$ 1,126,584        | 8/31/2022     | 12/29/2022           | 3/29/2023          |

| Tier | Project Sponsor                            | SRF Project Number | Priority Score | Loan Type (Description)                | Fundable Listing Amount | Allocated Principal Forgiveness | Amount To Be Repaid | Adoption Date | Application Deadline | Agreement Deadline |
|------|--|--------------------|----------------|--|-------------------------|---------------------------------|---------------------|---------------|----------------------|--------------------|
| 3    | Fair Winds Condominium Village Association | 58070              | 449            | Planning/Design (Distribution)         | \$ 421,000              | \$ -                            | \$ 421,000          | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | Village of Indiantown                      | 43034              | 442            | Construction                           | \$ 12,624,447           | \$ 8,498,778                    | \$ 4,125,669        | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Treasure Cove HOA                          | 35170              | 442            | Planning                               | \$ 75,000               | \$ 37,500                       | \$ 37,500           | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Springfield                                | 03051              | 433            | Construction                           | \$ 7,529,254            | \$ 4,955,002                    | \$ 2,574,252        | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Martin County                              | 43024              | 428            | Construction (Water Main Extensions)   | \$ 12,513,109           | \$ -                            | \$ 12,513,109       | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Orange City                                | 64207              | 427            | Planning                               | \$ 40,000               | \$ -                            | \$ 40,000           | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 3    | Tavares                                    | 35098              | 425            | Construction (Booster Station)         | \$ 7,235,190            | \$ 1,447,038                    | \$ 5,788,152        | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | Greenville                                 | 40024              | 404            | Planning/Design                        | \$ 377,480              | \$ 188,740                      | \$ 188,740          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Westville                                  | 30030              | 392            | Planning                               | \$ 30,000               | \$ 15,000                       | \$ 15,000           | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Archer                                     | 01033              | 391            | Planning/Design                        | \$ 297,578              | \$ 148,789                      | \$ 148,789          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Cherry Lake Utility Corp                   | 40060              | 386            | Planning (Distribution)                | \$33,000                | \$16,500                        | \$16,500            | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | White Springs                              | 24010              | 386            | Planning                               | \$ 80,000               | \$ 40,000                       | \$ 40,000           | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Wauchula                                   | 25015              | 371            | Construction                           | \$ 6,125,520            | \$ 5,512,968                    | \$ 612,552          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Lake Hamilton                              | 53165              | 365            | Planning/Design (Supply & Treatment)   | \$ 624,500              | \$ 312,250                      | \$ 312,250          | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | LaBelle                                    | 26031              | 360            | Planning                               | \$ 150,000              | \$ 75,000                       | \$ 75,000           | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Wahneta Water Systems, Inc.                | 53211              | 345            | Planning/Design (Wells & Disinfection) | \$ 160,600              | \$ 80,300                       | \$ 80,300           | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | Oakland                                    | 48030              | 339            | Design                                 | \$ 319,100              | \$ -                            | \$ 319,100          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | North Miami                                | 13182              | 328            | Construction (Treatment)               | \$ 39,965,100           | \$ 7,993,020                    | \$ 31,972,080       | 2/22/2023     | 6/22/2023            | 10/20/2023         |
| 3    | Howey-in-the-Hills                         | 35021              | 300            | Planning/Design                        | \$ 300,000              | \$ -                            | \$ 300,000          | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Groveland                                  | 35062              | 300            | Construction (Water Meters)            | \$ 8,249,000            | \$ -                            | \$ 8,249,000        | 8/31/2022     | 12/29/2022           | 3/29/2023          |
| 3    | Marianna                                   | 32026              | 300            | Planning                               | \$ 35,000               | \$ -                            | \$ 35,000           | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 3    | Crestview                                  | 46074              | 300            | Planning                               | \$ 50,000               | \$ -                            | \$ 50,000           | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 3    | Farm Hill Utilities                        | 17060              | 300            | Planning                               | \$ 50,000               | \$ -                            | \$ 50,000           | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 3    | Baker Community Water System               | 46023              | 300            | Planning                               | \$ 35,000               | \$ -                            | \$ 35,000           | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 3    | Bristol                                    | 39022              | 300            | Planning                               | \$ 30,000               | \$ -                            | \$ 30,000           | 11/30/2022    | 3/30/2023            | 6/30/2023          |
| 3    | Valparaiso                                 | 46022              | 300            | Planning                               | \$ 20,000               | \$ -                            | \$ 20,000           | 11/30/2022    | 3/30/2023            | 6/30/2023          |



| Tier                        | Project Sponsor        | SRF<br>Project<br>Number | Priority<br>Score | Loan Type (Description)              | Fundable<br>Listing<br>Amount | Allocated<br>Principal<br>Forgiveness | Amount<br>To Be<br>Repaid | Adoption<br>Date | Application<br>Deadline | Agreement<br>Deadline |
|-----------------------------|------------------------|--------------------------|-------------------|--------------------------------------|-------------------------------|---------------------------------------|---------------------------|------------------|-------------------------|-----------------------|
| 3                           | Altha                  | 07020                    | 201               | Planning/Design (Meter Replacement)  | \$ 40,000                     | \$ 20,000                             | \$ 20,000                 | 8/31/2022        | 12/29/2022              | 3/29/2023             |
| 3                           | Lake Helen             | 64061                    | 137               | Construction (Smart Meters)          | \$ 846,551                    | \$ 326,092                            | \$ 520,459                | 2/22/2023        | 6/22/2023               | 10/20/2023            |
| 3                           | Everglades City        | 11093                    | 134               | Planning                             | \$ 198,000                    | \$ -                                  | \$ 198,000                | 8/31/2022        | 12/29/2022              | 3/29/2023             |
| 3                           | FGUA Plantation Bay    | 18100                    | 120               | Construction (Water System Upgrades) | \$ 3,600,000                  | \$ -                                  | \$ 3,600,000              | 2/22/2023        | 6/22/2023               | 10/20/2023            |
| 3                           | Molino Utilities, Inc. | 17050                    | 100               | Planning                             | \$ 10,000                     | \$ -                                  | \$ 10,000                 | 11/30/2022       | 3/30/2023               | 6/30/2023             |
| 3                           | East Milton Utilities  | 57120                    | 100               | Planning                             | \$ 10,000                     | \$ -                                  | \$ 10,000                 | 11/30/2022       | 3/30/2023               | 6/30/2023             |
| Total Obligated and Awarded |                        |                          |                   |                                      | \$ 206,473,880                | \$ 58,807,595                         | \$ 147,666,285            |                  |                         |                       |

March 1, 2023

Proposal No. LAKHA23002P

Mr. Michael Teague, Interim Town Administrator  
Town of Lake Hamilton  
Post Office Box 126  
Lake Hamilton, Florida 33851

**RE: SUPPLEMENTAL AGREEMENT TO MASTER AGREEMENT – MONROE STREET WATER TREATMENT PLANT AND OFF-SITE SUPPLY WELL IMPROVEMENTS**

Dear Mr. Teague:

We are pleased to submit two (2) copies of this Agreement to the Town to provide consulting engineering services for the Town's planned Water Treatment Plant and Supply Well improvements Project. This Agreement describes our scope of services to provide design and permitting services to obtain "shovel ready" status, which is consistent with FDEP's Water State Revolving Fund (SRF) Hearing approval on February 22, 2023 (50% grant and 50% loan funding).

Upon review and approval, please sign and return one (1) executed copy of this Agreement to our office.

Please call me if you have any questions. We sincerely appreciate the opportunity to assist the Town of Lake Hamilton with this important Project.

Sincerely  
**Pennoni**



Steven L. Elias, P.E.  
Associate Vice President



Roger L. Homann, P.E.  
Water and Wastewater Division Manager

**PENNONI PROPOSAL NUMBER LAKHA23002P**

**SUPPLEMENTAL AGREEMENT TO CONTINUING AGREEMENT**

**By and Between**

**TOWN OF LAKE HAMILTON - and – PENNONI ASSOCIATES**

**Project**

**MONROE STREET WATER TREATMENT FACILITY AND SUPPLY WELL IMPROVEMENTS**

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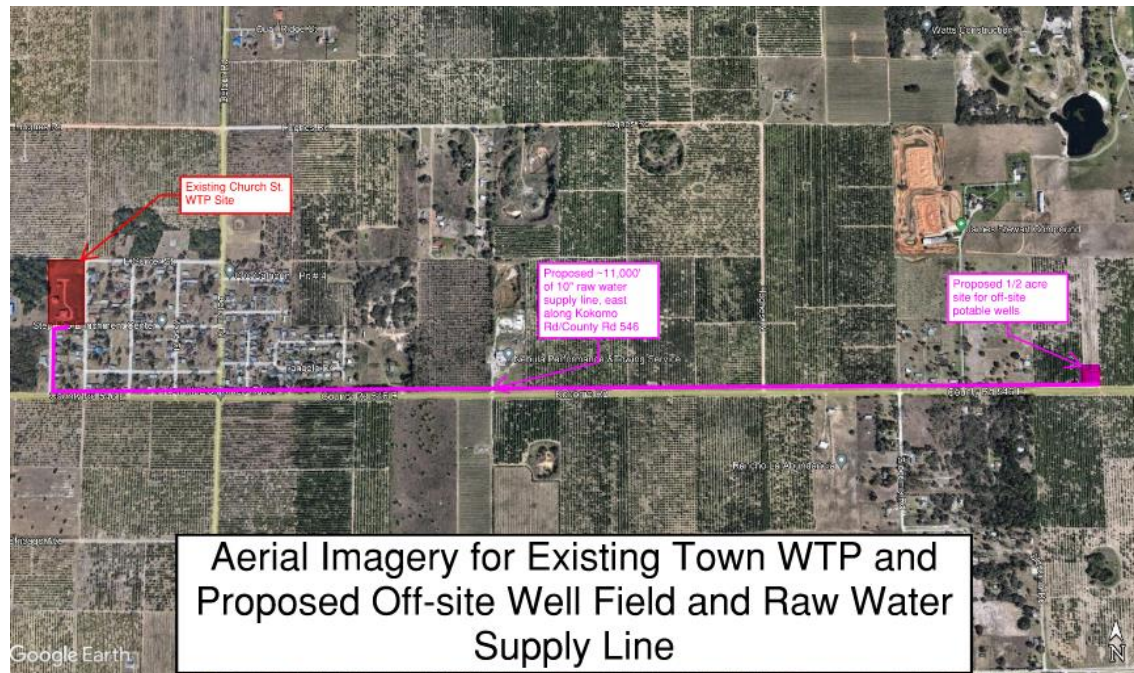
- 1.0 GENERAL:** This is Supplemental Agreement LAKHA23002 to the Master Agreement between the Town of Lake Hamilton (Town, Client, or Owner) and Pennoni Associates Inc. (Engineer or Pennoni) for professional engineering services dated 9 February 2007. Except as provided for herein, the provisions of the Master Agreement between the Town and Engineer shall apply to this Supplemental Agreement.
- 2.0 EMPLOYMENT:** The Town hereby retains the continuing professional engineering services of Engineer, in consideration of the mutual covenants contained herein, and agrees in respect to the performance of professional engineering services by Engineer and the payment for those services by Town as set forth herein.
- 3.0 PROJECT BACKGROUND AND DESCRIPTION:** The Town owns, operates, and maintains its Monroe Street Water Treatment Plant (WTP) and water distribution system within its Town limits. The potable water system includes two onsite raw water supply wells, a 0.4 MG ground storage tank, two jockey pumps, two high service pumps (HSPs), a forced draft aeration H<sub>2</sub>S removal system, a liquid chlorination system, and an acid addition system. All the Town's potable water is treated at the Monroe Street WTP and is distributed via the HSPs and jockey pumps located onsite.

To provide more resilient potable water service at a capacity of 750,000 gpd, the Town's water supply source(s) and WTP will need to be upgraded to modernize and meet the demands of its utility service area with adequate backup reliability, while minimizing adverse environmental impacts to the local Upper Floridan Aquifer (UFA) system. The vulnerability of the Town's WTP was exposed six months ago when the WTP was struck by lightning, completely shutting down the plant's automation, requiring manual operation with staff onsite 24/7 to run the plant in hand mode until emergency repairs were completed. This situation was further complicated due to outdated power and control system components, along with the current nation-wide supply chain disruptions.

Both of the Town's current raw water supply wells are on site at the WTP, with one well serving as a back-up to the primary well. Due to tightened regulations as required by the SWUCA, CFWI, and other SWFWMD water supply evaluation requirements, the Town must diversify its UFA raw water supply. As such, the Town has concluded it is necessary to construct an offsite wellfield to spread out aquifer drawdown and minimize potential adverse environmental impacts to serve its customer

base. This will help the Town provide more resilient water service and simultaneously help reduce potential adverse environmental impacts to groundwater and surface water bodies. The proposed improvements will also help position the Town to process alternative water supplies from either a new on-site Lower Floridan Aquifer (LFA) well, or to accept and process water from the Polk Regional Water Cooperative (PRWC).

The Town desires for Pennoni to perform facilities planning, design, permitting, SRF funding application, and bidding services for the planned 0.75 MGD WTF and well improvements project.



**FIGURE 1 – Monroe Street WTP and Offsite UFA Well Layout**

**4.0 ASSUMPTIONS:** The scope of work described herein is based on the following assumptions:

**4.1 General:**

- Water treatment, storage, and discharge pumping will be provided by the Town's Monroe Street WTP.
- Although some process equipment is sized for approximately 750,000 gpd, additional process equipment will be provided to help ensure all process equipment will have a design average day flows capacity of 0.75 MGD with the largest unit out of service.
- The Town will secure funding from all necessary sources, provide timely reviews, promptly process required approvals, etc. to prevent Project delays.
- The Pennoni Preliminary Engineering Evaluation equipment summary dated February 16, 2023, will serve as the overall Basis of Design.

**4.2 Existing WTF Process Components:**

- High Service Pumps, disinfection, odor control, and electrical facilities were originally constructed to accommodate 750,000 gpd and as such are not proposed to be modified during Phase 2.

- Back-up power expansion is not needed for Phase 2, as no additional onsite motors are being proposed on-site.
- As feasible, the design will allow for the existing WTF to stay in operation during construction and otherwise attempt to minimize downtime and interruptions.

#### **4.3 Phase 2 WTF Process and Site Improvements:**

- Additional Ground Storage Reservoir (GSR) and tray aerator (800,000 gallon).
- Onsite yard piping and controls to integrate the new GSR into the WTP.
- High Service Pump Variable Frequency Drive (VFD) starter electronics upgrade.
- Controls replacement and upgrade.
- Lighting protection review and potential enhancements.
- SCADA and alarm system upgrade.
- Site security cameras and SCADA integration (WTP site).

#### **4.4 Offsite Well and Raw Water Supply Line:**

- One 12" diameter open borehole Upper Floridan Aquifer well-constructed to a depth of 630 feet BLS (estimated based on Town's two existing wells). Performance goal will be to achieve a water supply yield of approximately 1,100 gpm, depending on well and system hydraulics to be determined.
- Site Improvements including perimeter fencing, lighting, on-site driveway, grading, etc. on a 0.5 acre to 1.0 acre property to be acquired by the Town. Note: assumed UFA well property to be acquired property will have paved site access. If design of a new off-site access roadway is required, this may require additional services.
- Site stormwater management system as required (supply well site).
- Power supply feed, back-up power generator, and fiber optic communication line connecting the water supply well to the Monroe Street Water Treatment Plant.
- Zoning, land use, or other planning changes to the off-site water supply well site are to be accomplished by the Town.
- Approximately 11,000 feet of 10" PVC raw water supply line tying back the Town's Monroe Street WTP (size to be verified during preliminary design phase based on total dynamic head and associated hydraulic conditions TBD)

**5.0 PURPOSE:** The purpose of this Agreement is to authorize Pennoni to provide the services described in Section 6.0 herein for the fee described in Section 7.0 herein.

**6.0 SCOPE OF WORK:** Pennoni shall provide, or obtain from others, professional engineering services to perform specialized study services for this Project. Pennoni's services will include serving as the Town's engineering representative for the Project and providing customary professional civil engineering and consulting services. Pennoni makes no warranties, express or implied, under this Agreement or otherwise, in connection with Pennoni's services. The following sections describe Pennoni's scope of work for this Project.

## 6.1 Preliminary Design Phase:

- 6.1.1** Kick-off meeting: meet with Town staff to confirm the objectives and scope of work for the proposed project.
- 6.1.2** Existing Conditions Review: Review Phase 1 WTF design plans, design reports, geotechnical reports, environmental reports, and survey data, which will become the design basis for “existing conditions” and base drawings for the Phase 2 WTF design.
- 6.1.3** Topographic Survey (WTP site): Perform a topographic and surface improvement survey for the WTP site to establish an updated base drawing for design purposes.
- 6.1.4** Right-Of-Way Improvement Survey (supply line route): Perform a topographic and improvement survey of the proposed raw water supply line route (approximately 11,000 feet) and prepare survey drawings for use as design base drawings.
- 6.1.5** Boundary and Topographic Survey (off-site water well site): Perform a topographic and surface improvement survey for the UFA supply well site and prepare survey drawings for use as base drawings for design purposes.
- 6.1.6** Environmental Site Evaluation (off-site water well site): Conduct an on-site walk-thru evaluation to assess for the potential presence of threatened and endangered species and prepare a summary report. Specialized assessment is not included and would be performed as need as an additional service (skink coverboard study, gopher tortoise relocation, mitigation, etc.)
- 6.1.7** Geotechnical Engineering: Coordinate with our geotechnical sub-consultant to perform a single SPT boring at the proposed location of the Ground Storage Tank headworks structure and prepare an associate design report to establish the structural and foundation design recommendations.
- 6.1.8** Basis of Design Memorandum: Prepare a Basis of Design (BOD) Summary Report for Town review and approval, which will:
- Present the design concept and configurations for the Phase 2 WTF improvements.
  - Present design criteria and unit process sizing.
  - Define the desired equipment brands and manufacturers to be included on the Contract Documents.
  - Incorporate Town comments.
  - Serve as the Design Report required for the FDEP Construction Permit.



**6.2 Design Phase:** Pennoni will prepare design documents as described below.

- 6.2.1 Construction Documents:** Prepare Bidding and Construction Level Documents for this Project (The Construction Documents will consist of the Construction Plans and a Project Manual, which will include the Technical Specifications, Bid Proposal, Construction Contract, and other 'Front End Type' documents, in accordance with the Town's procurement requirements. Construction Drawings will include Civil, Mechanical, Structural, and Electrical design plans and performance criteria to help construct the proposed improvements.
- 6.2.2 Town Reviews:** At the 60% and 90% completion milestones, submit one (1) set of drawings and project manual to the Town for review and comment for technical and legal sufficiency and meet with the Town to review and discuss the submittal, and at the 100% completion milestone, submit one (1) set of the Construction Drawings to the Town for final acceptance.
- 6.2.3 Opinion of Probable Cost:** At the 100% completion milestone, prepare an opinion of probable construction cost and submit it to the Town.
- 6.2.4 FDEP SRF Design Submittal:** Submit final plans and specifications to the FDEP Water SRF program staff for review and approval to achieve shovel ready status with FDEP.
- 6.2.5 FDEP RFI Submittal:** Prepare and submit a Request For Inclusion (RFI) to FDEP for consideration for grant and loan construction funding assistance.
- 6.2.6 Final Submittal:** Submit final plans and specifications to the Town for bidding purposes.

**6.3 Permitting Phase:**

- 6.3.1 Polk County Health Department Water Plant Construction Permit:** Prepare a Polk County Health Department Water Treatment Plant Construction Permit Modification Application for the proposed facilities including a Design Report for treatment plant capacity expansion, which will summarize detailed design information for the proposed improvements. Submit the completed permit application to PCHD. We will respond to PCHD questions or one Request for additional Information.
- 6.3.2 Polk County Health Department Water Line Construction Permit:** Prepare a Polk County Health Department Water Line Construction Permit Application for the proposed raw water line. Submit the completed permit application to PCHD. We will respond to PCHD questions or one Request for additional Information.
- 6.3.3 Polk County Right-of-Way Construction Permit:** Prepare a Polk County Right-of-Way Construction Permit Application for the proposed raw water line corridor (Kokomo

Road). Submit the completed permit application to Polk County. We will respond to Polk County questions or one Request for additional Information.

**6.3.4 FDEP Letter of Inquiry:** It is assumed that a drainage ERP Permit will not be required due to the limited impervious surfaces being proposed. As such, Pennoni will prepare and submit an Environmental Resource Permit (ERP) letter of inquiry to show proposed minor drainage plan and site layout plans for the new off-site water supply well facility.

**6.4 Exclusions:** All other services not explicitly described in Items 6.1 - 6.5 above and based on the assumptions described herein will be performed as an Additional Service upon request and written approval by the Town, including but not limited to the following:

- Environmental mitigation services (sand skinks, gopher tortoise relocation, etc.)
- Specialized studies that could be required depending on field conditions or findings to satisfy funding agency requirements (environmental, archaeological, biological, endangered species, etc.)
- FDEP State Revolving Fund (SRF) facilities plan, applications, reviews, etc.
- Right-of-way or easement acquisition
- System-wide hydraulic evaluation of the Town's wastewater collection system
- Progress reporting, meetings, or reviews with outside parties
- Bidding and technical services during construction
- Application for the electrical power service (by others)
- The contractor will acquire all required building permits
- Off-site utility design (reuse distribution lines, water supply line, etc.)
- All other services or design scope not explicitly described herein

## 7.0 PENNONI'S COMPENSATION

7.1 Our lump sum fees, excluding reimbursable costs, to provide the above-described services are given below.

|  |                  |
|--|------------------|
| A. Preliminary Engineering Phase ..... | \$73,000         |
| B. Design Phase .....                  | \$469,000        |
| C. Permitting Phase .....              | \$26,000         |
| Total.....                             | <b>\$568,000</b> |

7.2 Should the Client elect to expand the Scope of Work to include work tasks not covered in this agreement, Pennoni will perform the requested additional work tasks based on: (A) A mutually agreed upon fixed fee; or (B) The time we spend and the costs we incur to perform the work.

7.3 It is understood and agreed that cost tradeoffs among the various cost categories and work tasks are allowable, so long as the total estimated cost of all work tasks is not exceeded without the Town's written approval.



8.0 **TOWN'S RESPONSIBILITIES:** The Town shall do the following in a timely manner so as to assist Pennoni in its work and not delay the performance of services by Pennoni.

8.1 Designate a Town representative with respect to the services to be rendered under this Supplement who will have complete authority to transmit instructions, receive information, provide direction on project scope, and define Town's policies and decisions with respect to Pennoni's services for this Project.

8.2 Promptly review, comment on, and return Pennoni's submittals.

8.3 Conduct Public meetings, process approvals, and secure funding from all necessary sources, provide reviews, and process required approvals, etc. in a timely manner to prevent Project bidding, construction, and other delays.

8.4 Gather all necessary data (budget, revenue projections, existing debt, etc.), secure additional funding (as needed), and prepare the finance justification and FDEP capital finance plan to FDEP's satisfaction to facilitate Project funding approval.

8.5 Payment of any permit applications, review fees by others, mitigation fees, and other costs not included in this proposal are the responsibility of the Town

8.6 Promptly advise Pennoni when the Town becomes aware of any defect or deficiency in Pennoni's services

8.7 Furnish Pennoni with all information as to Town requirements, including any special or extraordinary considerations for the Project, and make available existing pertinent data as identified in the Scope of Work as necessary (maps, as-built drawings, growth/demand projections, etc.)

9.0 **OTHER MATTERS**

9.1 The Terms and Conditions of the referenced Master Agreement between Town and Engineer shall apply to our services, along with terms described herein as applicable. References to the Pennoni/ Consultant/ Engineer regarding Limitation of Liability also pertain to the Project's Engineer of Record.

9.2 The obligation to provide services under this Task Authorization may be terminated by either party upon 7 days written notice, in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Pennoni will be paid for all services rendered.

9.3 Because Pennoni has no control over the cost of labor, materials, equipment or services furnished by others, or over methods of determining prices, or over competitive bidding or

market conditions, any and all opinions as to costs rendered hereunder, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and qualifications and represent its best judgment as an experienced and qualified professional, familiar with the construction industry. Pennoni cannot and does not guarantee that proposals, bids, or actual costs will not vary from opinions of probable cost prepared by it. If at any time the Town wishes greater assurance as to the amount of any cost, the Town shall employ an independent cost estimator to make such determination.

- 9.4 This proposal may be void if not executed within 45 days.
- 9.5 In the performance of its work, Pennoni will rely on readily available and historic information (plans, as-built drawings, manuals, specifications, reports, etc.) provided by the Town and by others without research to verify the accuracy of said information.
- 9.6 PURSUANT TO 558.0035 F.S., AN AGENT OR INDIVIDUAL EMPLOYEE OR AGENT OF PENNONI ASSOCIATES, INC CANNOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF THIS PROFESSIONAL SERVICES CONTRACT OR THE PERFORMANCE OF PROFESSIONAL SERVICES HEREUNDER. BY SIGNING THIS AGREEMENT, YOU HAVE ACCEPTED THIS LIMITATION OF LIABILITY

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate on the

\_\_\_\_\_ of \_\_\_\_\_ 2023.  
(Day) (Month)

**TOWN OF LAKE HAMILTON**

\_\_\_\_\_  
Attest, Town Clerk

\_\_\_\_\_  
Mayor, Town of Lake Hamilton

**PENNONI ASSOCIATES INC.**



BY: \_\_\_\_\_  
Steven Elias, Associate Vice President

DATE: 3/1/23 \_\_\_\_\_

Table 1 - Opinion of Probable Cost

| Item Number | Infrastructure Item                               | Required Improvements (0.75 MGD)                                | Cost 0.75 MGD | Required Improvements (1.5 MGD)                              | Cost 1.5 MGD |
|-------------|---|---|---------------|--|--------------|
| 1           | WATER SUPPLY                                      |   |               |  |              |
|             | SUPPLY WELL (UFA)                                 | One 1,100 GPM (yield) supply well and APT                       | \$ 427,000    | One 1,100 GPM (yield) supply well and APT                    | \$ 427,000   |
|             | SUPPLY WELL (LFA)                                 | NA  | \$ -          | One 1,100 GPM (yield) supply well                            | \$ 1,100,000 |
|             | AQUIFER PERFORMANCE TEST (LFA)                    | NA  | \$ -          | One APT and observation well for LFA supply well             | \$ 350,000   |
|             | WELL PUMPS (ONSITE)                               | Replace ATL starters with soft starters                         | \$ 70,000     | NA   | \$ -         |
|             | WELL PUMPS (OFFSITE)                              | Well pump, piping, electrical, and starter                      | \$ 200,000    | Well pump, piping, electrical, and starter                   | \$ 200,000   |
|             | ELECTRICAL /BACKUP POWER CONTROLS (OFFSITE WELLS) | Well site backup power, controls, and primary power             | \$ 150,000    | NA   | \$ -         |
|             | SITE WORK (OFFSITE WELLS)                         | Driveway, grading, fence, site work, equipment enclosure        | \$ 150,000    | NA   | \$ -         |
|             | OFFSITE PROPERTY                                  | Offsite 1 acre parcel   | \$ 50,000     | NA   | \$ -         |
|             | WATER MAIN PIPING (OFFSITE)                       | 10" Water Main and fiber control from UFA Wells (11,000')       | \$ 1,220,000  | NA   | \$ -         |
| 2           | GROUND STORAGE                                    |   |               |  |              |
|             | TANK VOLUME                                       | One 0.8 MG GSR, yard piping and valving                         | \$ 1,954,500  | Ground Storage: Two 0.8 MG GSRs                              | \$ 3,909,000 |
|             | AERATOR   | One aerator tray (Cost included in GSR)                         | \$ -          | One aerator tray (Cost included in GSR)                      | \$ -         |
|             | BLENDING TANKS                                    | NA  |               | Blending Facility  | \$ 550,000   |
| 3           | CHLORINATION                                      |   |               |  |              |
|             | CHLORINATION PUMP                                 | None  | \$ -          | One additional Cl2 pump skid (building addition required)    | \$ 66,000    |
|             | STORAGE TANK                                      | None  | \$ -          | One additional Cl2 tank (building addition required)         | \$ 70,500    |
| 4           | ODOR CONTROL                                      |   |               |  |              |
|             | FORCED DRAFT AERATION                             | None  | \$ -          | Forced Draft Aeration Facility Expansion                     | \$ 700,000   |
|             | FORCED DRAFT AERATION TOWER                       | None  | \$ -          | To be determined   | \$ -         |
|             | FLOW RATING                                       | None  | \$ -          | None   | \$ -         |
|             | BLOWER  | None  | \$ -          | None   | \$ -         |
|             | TRANSFER PUMP                                     | None  | \$ -          | None   | \$ -         |
|             | OFF GAS FILTER                                    | None  | \$ -          | Replace/update GAC system                                    | \$ 50,000    |
| 5           | CHEMICAL FEED AND TREATMENT                       |   |               |  |              |
|             | LFA BLENDING STUDY                                | NA  | \$ -          | LFA Blending Pilot Study and PDR                             | \$ 300,000   |
|             | ACID PUMPS  | None  | \$ -          | One additional acid pump skid (building addition required)   | \$ 87,000    |
|             | ACID STORAGE                                      | None  | \$ -          | One additional acid tank (building addition required)        | \$ 70,500    |
|             | CORROSION CONTROL                                 | Replace system, include future capacity                         | \$ 25,000     | None   | \$ -         |
|             | TDS REMOVAL                                       | NA  | \$ -          | RO/NF Membrane Treatment (TBD - Pilot Study)                 | \$ 3,000,000 |
| 6           | HIGH SERVICE PUMPS                                |   |               |  |              |
|             | JOCKEY PUMPS                                      | High Service Pump Controller Upgrades                           | \$ 100,000    | Upgrade VFDs, need for addl pumps                            | \$ 60,000    |
|             | HIGH SERVICE PUMPS                                | None  | \$ -          | Upgrade VFDs, need for addl pumps                            | \$ 100,000   |
| 7           | ELECTRICAL/CONTROL                                |   |               |  |              |
|             | BACKUP POWER                                      | None  | \$ -          | Upgrade generator  | \$ 390,000   |
|             | POWER FEED  |   |               |  |              |
|             | SCADA   | Replace SCADA software  | \$ 65,000     | Update SCADA software  | \$ 20,000    |
|             | ELECTRICAL SYSTEM                                 | None  | \$ -          | No major service upgrade anticipated, some upgrades for code | \$ 15,000    |
|             | CONTROL SYSTEM                                    | Replace control panel and PLC w/ capacity for future            | \$ 150,000    | Update PLC, add new I/O for plant upgrades                   | \$ 20,000    |
|             | GROUNDING/LIGHTNING PROTECTION                    | New grounding system, replace copper wires with fiber optic     | \$ 50,000     | Ground any new equipment                                     | \$ 10,000    |
| 8           | SITE WORK (WATER PLANT)                           |   |               |  |              |
|             | SITE SECURITY                                     | New security system (cameras), tie in to SCADA, safety upgrades | \$ 25,000     | Upgrade cameras, safety upgrades                             | \$ 60,000    |
|             | ALARM/NOTIFICATION SYSTEM                         | Add system low pressure alarm, upgrade autodialer               | \$ 25,000     | Upgrade equipment  | \$ 5,000     |
|             | SUB-TOTAL   | \$ 4,661,500  | \$ 11,560,000 |  |              |
|             | MOBILIZATION (5%)                                 | \$ 233,075  | \$ 578,000    |  |              |
|             | TECH SERVICES - CONSTRUCTION (8%)                 | \$ 372,920  | \$ 924,800    |  |              |
|             | CONTINGENCY (15%)                                 | \$ 699,225  | \$ 1,734,000  |  |              |
|             | SUB-TOTAL (CONSTRUCTION)                          | \$ 5,966,720  | \$ 14,796,800 |  |              |
|             | DESIGN AND PERMITTING (10%)                       | \$ 596,672  | \$ 1,479,680  |  |              |
|             | GRAND TOTAL                                       | \$ 6,563,392  | \$ 16,276,480 |  |              |

| Table 2 - Lake Hamilton Water Treatment Plant Equipment Evaluation |   |                                     |   |  |
|--|---|-------------------------------------|---|--|
| Item Number  | Capacity - Varies, 0.38 MGD SWFWMD  |                                     | 0.75 MGD Capacity   | 1.5 MGD Capacity   |
|  | Existing Equipment  | Existing Firm* Water Capacity (ADF) | Required Improvements   | Required Improvements  |
| 1  | WATER SUPPLY  |                                     |   |  |
|  | SUPPLY WELL (UFA): Two 12" Diameter UFA (1,000 GPM @ 10' and 12' of drawdown) | 720,000 GPD                         | One 1,000 GPM (yield) supply well and APT (offsite)             | One 1,100 GPM (yield) supply well and APT                    |
|  | SUPPLY WELL (LFA): NA   | NA                                  | NA  | One 1,100 GPM (yield) supply well                            |
|  | AQUIFER PERFORMANCE TEST (LFA)  | NA                                  | NA  | One APT and observation well for LFA supply well             |
|  | WELL PUMPS (ONSITE): Two (1,100 GPM @ 110' TDH each, 2.0 MDF PF)              | 792,000 GPD                         | Replace ATL starters with soft starters                         | NA   |
|  | WELL PUMPS (OFFSITE)  | NA                                  | Well pump, piping, electrical, and starter                      | NA   |
|  | ELECTRICAL/BACKUP POWER CONTROLS (OFFSITE WELLS)                              | NA                                  | Well site backup power, controls, and primary power             | NA   |
|  | SITE WORK (OFFSITE WELLS)   | NA                                  | Driveway, grading, fence, site work, equipment enclosure        | NA   |
|  | OFFSITE PROPERTY  | NA                                  | Offsite 1 acre parcel   | NA   |
|  | WATER MAIN PIPING (OFFSITE)   | NA                                  | 10" Water Main and fiber control from UFA Wells (11,000')       | NA   |
| 2  | GROUND STORAGE  |                                     |   |  |
|  | TANK VOLUME: One 0.4 MG GSR   | 0 GPD                               | One 0.8 MG GSR, yard piping and valving                         | Ground Storage: Two 0.8 MG GSRs                              |
|  | AERATOR: Cascade tray aerator rated at 4,000 gpm                              | 1,440,000 GPD                       | One aerator tray (Cost included in GSR)                         | One aerator tray (Cost included in GSR)                      |
|  | BLENDING TANKS  | NA                                  | NA  | Blending Facility  |
| 3  | CHLORINATION  |                                     |   |  |
|  | CHLORINATION PUMP: Triplex pump skid with three pumps (8.4 gph)               | 2,400,000 GPD                       | None  | One additional Cl2 pump skid (building addition required)    |
|  | STORAGE TANK: Two 850 Gal Sodium Hypochlorite storage tanks                   | 850 gal                             | None  | One additional Cl2 tank (building addition required)         |
| 4  | ODOR CONTROL  |                                     |   |  |
|  | FORCED DRAFT AERATION: H2S Removal System                                     | 0 GPD                               | None  | Forced Draft Aeration Facility Expansion                     |
|  | FORCED DRAFT AERATION TOWER: 6,500 CFM Maximum Air Flow                       | 0 GPD                               | None  | To be determined   |
|  | FLOW RATING: 1,230 GPM Flow Rate Design                                       | 0 GPD                               | None  | None   |
|  | BLOWER: 4,800 CFM Blower, 15 HP   | 0 GPD                               | None  | None   |
|  | TRANSFER PUMP: 1,500 GPM, 50 HP   | 2,160,000 GPD                       | None  | None   |
|  | OFF GAS FILTER: One GAC filter  |                                     | None  | Replace/update GAC system                                    |
| 5  | CHEMICAL FEED AND TREATMENT   |                                     |   |  |
|  | LFA BLENDING STUDY  | NA                                  | NA  | LFA Blending Pilot Study and PDR                             |
|  | ACID PUMPS: Skid with two 4.5 GPH capacity pumps                              | 800,000 GPD                         | None  | One additional acid pump skid (building addition required)   |
|  | ACID STORAGE: 500 gal HDPE tank   | 0 GPD                               | None  | One additional acid tank (building addition required)        |
|  | CORROSION CONTROL: Orthophosphate system (FLOW RATING???)                     |                                     | Replace system, include future capacity                         | None   |
|  | TDS REMOVAL   | NA                                  | NA  | RO/NF Membrane Treatment (TBD - Pilot Study)                 |
| 6  | HIGH SERVICE PUMPS  |                                     |   |  |
|  | JOCKEY PUMPS: Two VFD Pumps (430 gpm per pump)                                | 412,800 GPD                         | High Service Pump Controller Upgrades                           | Upgrade VFDs, need for addl pumps                            |
|  | HIGH SERVICE PUMPS: Two VFD Pumps (1,100 gpm per pump 3.0 PHF)                | 528,000 GPD**                       | None  | Upgrade VFDs, need for addl pumps                            |
| 7  | ELECTRICAL/CONTROL  |                                     |   |  |
|  | BACKUP POWER: 600 kW, 480V, 3-Phase diesel generator with ATS                 | NA                                  | None  | Upgrade generator  |
|  | POWER FEED: 480V  | NA                                  |   |  |
|  | SCADA   | NA                                  | Replace SCADA software  | Update SCADA software  |
|  | ELECTRICAL SYSTEM   | NA                                  | None  | No major service upgrade anticipated, some upgrades for code |
|  | CONTROL SYSTEM  | NA                                  | Replace control panel and PLC w/ capacity for future            | Update PLC, add new I/O for plant upgrades                   |
|  | GROUND/LIGHTNING PROTECTION   | NA                                  | New grounding system, replace copper wires with fiber optic     | Ground any new equipment                                     |
| 8  | SITE WORK (WATER PLANT)   |                                     |   |  |
|  | SITE SECURITY   | NA                                  | New security system (cameras), tie in to SCADA, safety upgrades | Upgrade cameras, safety upgrades                             |
|  | ALARM/NOTIFICATION SYSTEM   | NA                                  | Add system low pressure alarm, upgrade autodialer               | Upgrade equipment  |

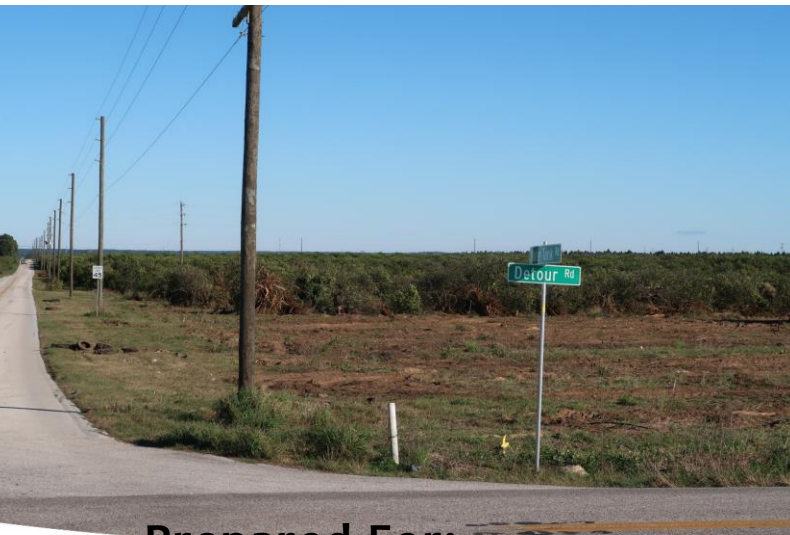
\*NOTE Flow estimates have not been adjusted to determine jockey pump plus HSP flows during simultaneous operation.



# Preliminary Engineering Report (Revised)

## PHASE 2 0.5 MGD WASTEWATER TREATMENT FACILITY

Lake Hamilton, Florida 33851



### Prepared For:

**Town of Lake Hamilton**  
Post Office Box 126  
Lake Hamilton, Florida 33851

**Date: February 8, 2023**  
**Pennoni Project Number: LAKHA22005**



PARTNERS FOR WHAT'S POSSIBLE

[www.pennoni.com](http://www.pennoni.com)

February 8, 2023

Project No. LAKHA22005

Mr. Michael Teague, Interim Town Administrator  
Town of Lake Hamilton  
Post Office Box 126  
Lake Hamilton, Florida 33851

**RE: DRAFT LETTER REPORT – PHASE 2 WWTF 0.5 MGD PRELIMINARY ENGINEERING LETTER REPORT**

Dear Mr. Teague:

We are pleased to submit the attached **DRAFT** Preliminary Design documents for your consideration as follows:

Attachment A - Basis of Design Summary  
Figure 1A & 1B – WWTF Process Block Diagram  
Figure 2 – Conceptual WWTF Site Layout Plan  
Attachment B – Preliminary Opinion of Probable Cost

Please contact our office if you have any questions related to our findings. We sincerely appreciate the opportunity to assist the Town of Lake Hamilton with this important Project.

Sincerely,  
**Pennoni Associates Inc.**



Steven L. Elias, PE  
Associate Vice President



Tim Daily, PE  
Senior Engineer

# ATTACHMENT A

## BASIS OF DESIGN SUMMARY



Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse  
2-8-23

**Phases' Capacities**

- Phase 2 - 0.5 MGD
- Phase 3 - 0.75 MGD

**Ground Water Discharge Requirements**

Phase 1 is and Phase 2 would be designed to dispose of the treatment plant effluent through RIBS to ground water. This operation is referred to as Reclaim Water Discharge to Groundwater. The regulatory requirements for Reclaim Water Discharge to Groundwater are secondary treatment standards limits with these exceptions:

- The minimum chlorine effluent concentration is 0.5 mg/l. There is no maximum and dichlorination is not required.
- Nitrate-Nitrogen is a maximum of 12 mg/l.
- Total nitrogen and phosphorous is report only

**Public Access Water Reuse Requirements**

Phase 3 would incorporate Public Access Water Reuse and has additional regulatory requirements as compared to a treatment system designed for Reclaim Water Discharge to Groundwater. The requirements are:

- A treatment system with Public Access Water Reuse needs to be designed and constructed to meet US EPA Class 1 Reliability requirements. For the treatment plant, this includes a mechanical screen, dual clarifiers, and influent surge tanks.
- The Public Access Water Reuse effluent needs to be filtered.
- The Public Access Water Reuse effluent needs to receives High Level Chlorine Disinfection
- Off spec effluent water is either recycled or sent to disposal, if available
- For storm events, there either needs sufficient Public Access Water Reuse storage or alternant effluent water disposal.

**Other Potential Regulatory Limitations**

The disposal treated effluent through RIBS can have these additional requirements.

- Once the RIB application loading exceeds 9 inches per day, the discharge limits are tightened.

FDEP. 62-610.525: Projects Involving Additional Levels of Preapplication Treatment paragraph (1) (e) states applicable projects include those involving average annual loading rates greater than 9 inches per day. The treatment plant would need to meet a maximum annual average for Total Nitrogen as 10 mg/l and other drinking water standards. In addition, the effluent would require filtration, which also be recommended to meet the total nitrogen limit.

Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse  
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- The property is bisected by the Lake Okeechobee Basin Boundary.

RIBS 1 and 2 are located outside of the Lake Okeechobee Basin Boundary. If RIB 3 is added, the water that is discharged to that RIB would need to meet Lake Okeechobee Basin limits.

From Lake Okeechobee Basin Management Action Plan, “The limits for RRLA [rapid-rate land application] effluent disposal systems apply at the compliance well located at the edge of the zone of discharge for domestic wastewater facilities, RRLAs, or reuse activities having sites such as rapid infiltration basins and absorption fields.”

Based on Table 20 of the Plan, the limits at the zone of discharge down gradient edge are:

Phosphorous – 1 mg/l

Total nitrogen -

For plants discharging less than 0.1 MGD: TN of 10 mg/l

For plants discharging Less than 0.5 MGD: TN of 6 mg/l

For plants discharging greater than 0.5 MGD: TN of 3 mg/l

#### **RIB Effluent Loading Limitations**

RIB 1 and RIB 2 are designed to accept 0.5 MGD using the maximum FDEP loading rate of 9 inches/day. Currently, the FDEP has permitted RIB 1 and RIB 2 for a maximum loading rate of 0.24 MGD. In order to increase the RIBS capacity, it must be demonstrated that the ground water mounding is within an acceptable groundwater level range and FDEP agrees to the proposed change. To assess the ground water mounding, ground water levels are measured over an extended prior of time.

At this time, the groundwater mounding analysis has shown that the RIB 1 and Rib 2 is anticipated to ultimately be able to accept up to 1.0 MGD. If it cannot be shown that RIB 1 and RIB 2 can accept the full 0.5 MGD, there would two options to consider:

- Additional land could be purchased offsite, which is outside of the Lake Okeechobee Basin Boundary to construct additional RIB area
- RIB #3 could be constructed onsite. However, the treatment plant treatment would need to be upgraded to meet the Lake Okeechobee Basin Requirements

#### **Assumptions**

- Phase 2 treatment will be permitted for 0.5 MGD, but discharge will remain at 0.249 MGD
- Increasing the RIB disposal rate to 0.5 MGD will be dependent upon FDEP review and approval based on Phase 1 operating groundwater mounding levels.
- Phase 2 assumes that FDEP ultimately will allow least 0.5 MGD to be disposed in the RIBS (after Phase 2 construction).

Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse  
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- The Phase 2 treatment system is being designed to meet Reclaim Water Discharge to Groundwater standards.
- Phase 2 assumes that the nitrate discharge level is a maximum of 12 mg/l.
- Advanced Wastewater Treatment (AWT) process components to produce public access reuse water will not be included in Phase 2
- For Phase 3, RIBs will be used for the disposal of Reject water for public water reuse operation

**Phase 1 Preparation for Expansion**

The Mack plant was designed and is being constructed to facilitate the expansion from 0.249 MGD to 0.5 MGD. To meet Class 1 and 3 redundancy requirements, an online redundant clarifier is required. The Phase 1 clarifiers were designed to accommodate the 0.5 MGD peak hourly flow.

During value engineering, the Influent Surge Tank Compartments were removed from the Phase 1 project. At the time FDEP indicated that with a potential Phase 2 expansion that they would be considering the need for Influent Surge Equalization. As such, Influent Surge Equalization has been included in the Phase 2 conceptual design.

**Phase 2 – 0.5 MGD Construction**

- Construct an elevated head works with one mechanical fine screen, a bypass static screen, and one grit tank. The headworks would be rated for 1.0 MGD.
- Construct Equalization tank compartments.
- Construct the second treatment train for the MACK plant. The tank compartments consist of Anoxic, Aeration.
- The sludge digesters basin, as constructed during Phase 1, were sized for 0.5 MGD operation. No changes required for Phase 2.
- The chlorine disinfection basins, as constructed during Phase 1, were sized for 0.5 MGD operation. No changes required for Phase 2.
- To discharge 0.5 MGD into two RIBs, the annual loading for the two basins would need to be 9"/day. This rate would need to be ultimately verified. After Phase 2 is constructed and sufficient RIC loading occurs for a period of time acceptable to FDEP
- Phase 2 will be constructed to accommodate an expansion to Phase 3 and Public Access Water Reuse

**Phase 3 - 2.0 MGD Public Water Reuse Construction**

Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse

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- Construct the third Mack treatment train
- Construct two 40' diameter secondary clarifiers.
- Convert the Mack Plant Clarifiers to Sludge Digestion
- Add effluent filtration
- Construct Basic and High Level Chlorine Disinfection Basins for 0.75 MGD
- Construct a 1.0 MG Reuse Water Storage tank
- Add transfer pumps to transfer High level disinfection water into the Reuse Water Storage tank
- Add High Service Reuse Water pumps.
- Install a Yard Drain pump Station.
- Construct a Control Building with these rooms:
  - Entrance
  - Office 1
  - Office 2
  - Control / SCADA Room
  - Process Laboratory
  - Electrical room
  - Mechanical room
  - Kitchen / Dining
  - Bathroom with shower #1
  - Bathroom with shower #2
  - Sleeping
  - Garage / Storage
- Off spec water would be discharged to the RIBS for disposal.
- To discharge 0.75 MGD into two RIBS, either FFEP approval is gained, additional off site land is acquired to construct a third RIB, and RIB #3 is constructed on site.
- If the resultant effluent loading exceeds 9 inches per day, a Total Nitrogen limit of 10 mg/l is added to the permit and effluent filtration is added. To meet Total Nitrogen limit of 10 mg/l, the treatment would need to be increased.

Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse  
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|  | Phase 1                           | Phase 2                           | Phase 3 Reuse   |
|--|-----------------------------------|-----------------------------------|---|
| Flow, MGD                              | 0.249                             | 0.5                               | 0.75  |
| Nitrate                                | 12                                | 12                                | 1.5   |
| Total Nitrogen                         | -                                 | -                                 | 10  |
| Screening                              | Static Screen                     | El. Head Works                    | El. Head Works  |
| Grit                                   | -                                 | El. Head Works                    | El. Head Works  |
| Equalization                           | -                                 | Influent Surge                    | Influent Surge  |
| Treatment Tank                         | One-train 0.25 MGD Treatment Tank | Two-train 0.25 MGD Treatment Tank | Three-train 0.25 MGD Treatment Tank                       |
| Clarification                          | Two Rectangular                   | Two Rectangular                   | Two Round Circular  |
| RAS / WAS Pumping                      | RAS/ WAS / Scum                   | RAS/ WAS / Scum                   | RAS/ WAS / Scum   |
| Filtration                             | -                                 | -                                 | Two filters   |
| Basic Disinfection                     | Existing two basins               | Existing two basins               | New larger two basins                                     |
| High Level Disinfection                | -                                 | -                                 | New Two basins  |
| Rib #1                                 | 4.5"/day                          | 4.5"/day <sup>1</sup>             | 4.5"/day <sup>2</sup>                                     |
| Rib #2                                 | 4.5"/day                          | 4.5"/day <sup>1</sup>             | 4.5"/day <sup>2</sup>                                     |
| Rib #3                                 | - <sup>3</sup>                    | - <sup>3</sup>                    | - <sup>3</sup>  |
|  |                                   |                                   |   |
| Sludge Digestion Thickening            | Two Digesters                     | Two Digesters                     | Two Digesters and convert the two clarifiers to digesters |
| High level Disinfection Transfer Pumps | -                                 | Duplex                            | Duplex  |
| Storage Reuse Tank                     | -                                 | -                                 | One 1 MG tank; 65' dia, x 40' high                        |
| Reject Tank- <sup>4</sup>              | -                                 | -                                 | -   |
| High Service Reuse Pumps               | -                                 | -                                 | Duplex  |
| Low Service Flows                      | -                                 | -                                 | Pneumatic Tank  |
| Yard Drain PS                          | -                                 | -                                 | Duplex  |
| Operations Building                    | Office Trailer                    | Office Trailer                    | Building  |

Notes

- 1- Assumed that 0.25 MGD will be used for Public Water Reuse
- 2- Assumed that 0.5 MGD will be used for Public Water Reuse
- 3- See RIB 3 discussion in Text
- 4- Reject Tank not being used because reject water will go to the RIBS

Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse  
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**Phase 2 Design Basis**  
**Design Case Phase 2                      0.5                      MGD**

Table 1-1 Basis of Design: Influent Wastewater Flows

| Parameter                 | MGD          | GPM | Peaking Factor |
|---------------------------|--------------|-----|----------------|
| Annual Average Daily Flow | <b>0.500</b> | 347 | <b>1.0</b>     |
| Max 3 Month ADF           | 0.550        | 382 | <b>1.1</b>     |
| Maximum daily flow        | 0.600        | 416 | <b>1.2</b>     |
| Peak hourly flow          | 0.650        | 451 | <b>1.3</b>     |
| Peak instantaneous        | 0.900        | 625 | <b>1.8</b>     |

Table 1-2 Design Basis Influent, Concentrations (mg/L)

| Parameter         | Average Monthly | Maximum Monthly Average |
|-------------------|-----------------|-------------------------|
| CBOD <sub>5</sub> | <b>360</b>      | 396                     |
| Suspended Solids  | <b>300</b>      | 330                     |
| Ammonia as N      | <b>40</b>       | 44                      |
| TKN as N          | <b>60</b>       | 66                      |

Table 1-3 Design Basis Effluent Concentration Limits, mg/L

| Parameter         | Average Monthly mg/l | Effluent Design Calculation mg/l |
|-------------------|----------------------|----------------------------------|
| CBOD <sub>5</sub> | 20                   | 5                                |
| Suspended Solids  | 20                   | -                                |
| Ammonia as N      | 1                    | 1                                |
| TKN as N          | 1                    | 3                                |
| Nitrate, as N     | 12                   | -                                |

Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse  
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Phase 2 Design Basis

Table 1-4 Design Basis: Influent Mass / Effluent Mass / Removed  
Mass, pounds per day

| Parameter         | Influent |       | Effluent | Removed |       |
|-------------------|----------|-------|----------|---------|-------|
|                   | Avg      | Max   | Avg      | Avg     | Max   |
|                   | ppd      | ppd   | ppd      | ppd     | ppd   |
| CBOD <sub>5</sub> | 1,503    | 1,653 | 21       | 1,482   | 1,632 |
| Suspended Solids  | 1,253    | 1,378 | 84       | 1,169   | 1,294 |
| Ammonia as N      | 167      | 184   | 4        | 163     | 180   |
| TKN as N          | 251      | 276   | 13       | 238     | 263   |
| Nitrate, as N     | 0        | 0     | 50       |         |       |

Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse  
2-8-23

**Phase 3 Design Basis**  
**Design Case Phase 3**      **0.75**      MGD

Table 2-1 Basis of Design: Influent Wastewater Flows Reclaim  
Water

| Parameter                 | MGD          | GPM | Peaking<br>Factor |
|---------------------------|--------------|-----|-------------------|
| Annual Average Daily Flow | <b>0.750</b> | 521 | <b>1.0</b>        |
| Max 3 Month ADF           | 0.825        | 573 | <b>1.1</b>        |
| Maximum daily flow        | 0.900        | 625 | <b>1.2</b>        |
| Peak hourly flow          | 0.975        | 677 | <b>1.3</b>        |
| Peak instantaneous        | 1.350        | 937 | <b>1.8</b>        |

Table 2-2 Design Basis Influent, Concentrations (mg/L)

| Parameter         | Average<br>Monthly | Maximum<br>Monthly<br>Average |
|-------------------|--------------------|-------------------------------|
| CBOD <sub>5</sub> | <b>360</b>         | 396                           |
| Suspended Solids  | <b>300</b>         | 330                           |
| Ammonia as N      | <b>40</b>          | 44                            |
| TKN as N          | <b>60</b>          | 66                            |

Table 2-3 Design Basis Effluent Concentration Limits, mg/L

| Parameter         | Average<br>Monthly<br>mg/l | Effluent<br>Design<br>Calculation<br>mg/l |
|-------------------|----------------------------|---|
| CBOD <sub>5</sub> | 20                         | 5   |
| Suspended Solids  | 20                         | -   |
| Ammonia as N      | 1                          | 1   |
| TKN as N          | 1                          | 3   |
| Nitrate, as N     | 12                         | -   |



Lake Hamilton Phase 2 and Phase 3 Capacity Upgrade  
and Public Access Water Reuse  
2-8-23

Phase 3 Design Basis

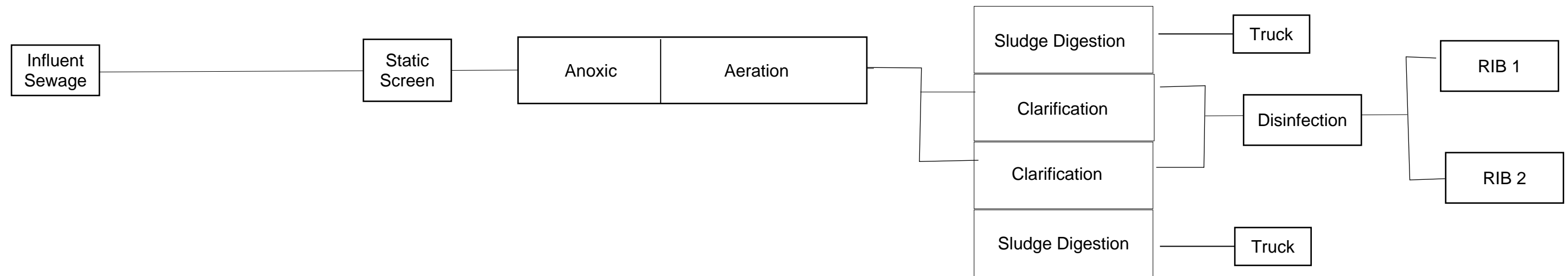
Table 2-4 Design Basis: Influent Mass / Effluent Mass / Removed  
Mass, pounds per day

| Parameter         | Influent |       | Effluent | Removed |       |
|-------------------|----------|-------|----------|---------|-------|
|                   | Avg      | Max   | Avg      | Avg     | Max   |
|                   | ppd      | ppd   | ppd      | ppd     | ppd   |
| CBOD <sub>5</sub> | 2,255    | 2,480 | 31       | 2,223   | 2,449 |
| Suspended Solids  | 1,879    | 2,067 | 125      | 1,754   | 1,941 |
| Ammonia as N      | 251      | 276   | 6        | 244     | 269   |
| TKN as N          | 376      | 413   | 19       | 357     | 395   |
| Nitrate, as N     | 0        | 0     | 75       |         |       |

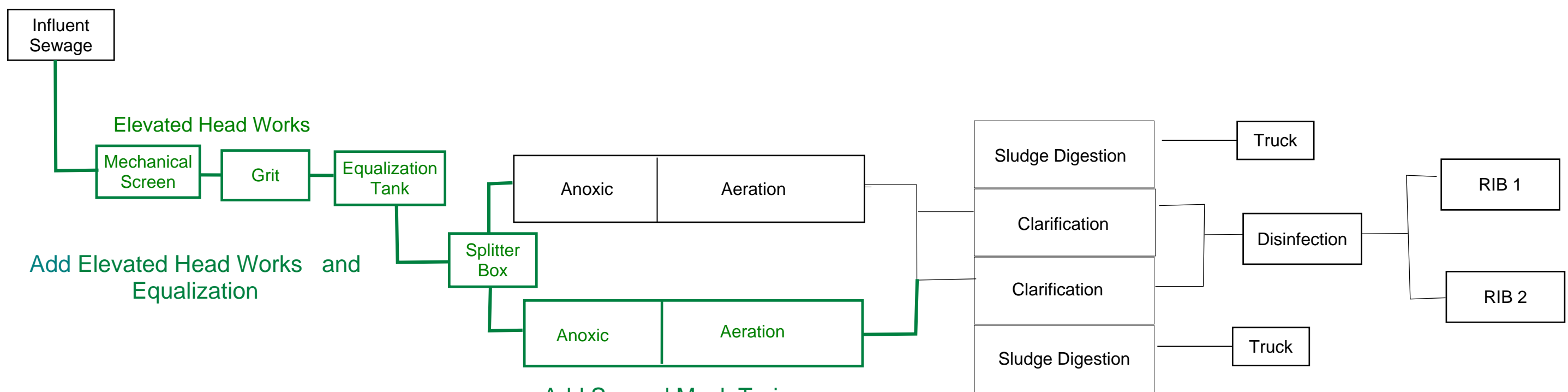
# FIGURES 1A & 1B

## WWTF Process Block Diagrams

Figure 1 A  
Phase 1 and Phase 2 Process Block Diagrams

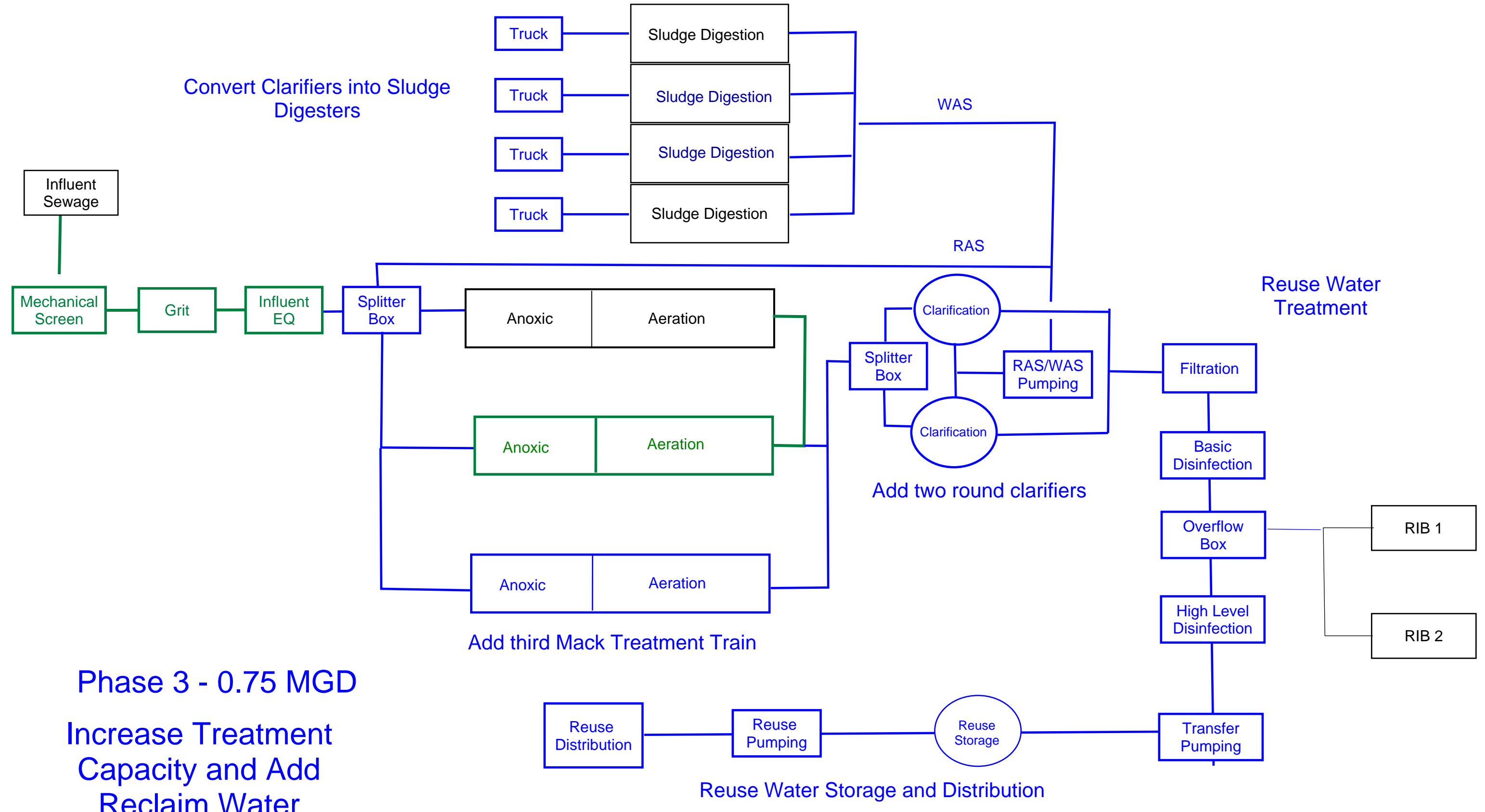


Phase 1 - 0.249 MGD



Phase 2 - 0.5 MGD  
Increase Treatment Capacity

Figure 1 B  
Phase 3 Process Block Diagram



## FIGURE 2

### Conceptual WWTF Site Layout Plan



**PENNONI ASSOCIATES INC.**  
401 Third Street SW  
Winter Haven, FL 33880  
T 863.324.1112 F 863.294.6185  
COA #0007819

ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR AND OWNER MUST BE NOTIFIED OF ANY DISCREPANCIES BEFORE PROCEEDING WITH WORK

PHASE 2 - CAPACITY EXPANSION

WATER TANK ROAD  
LAKE HAMILTON, FLORIDA 33851

OVERALL SITE PLAN

TOWN OF LAKE HAMILTON  
100 SMITH AVENUE  
LAKE HAMILTON, FLORIDA 33851

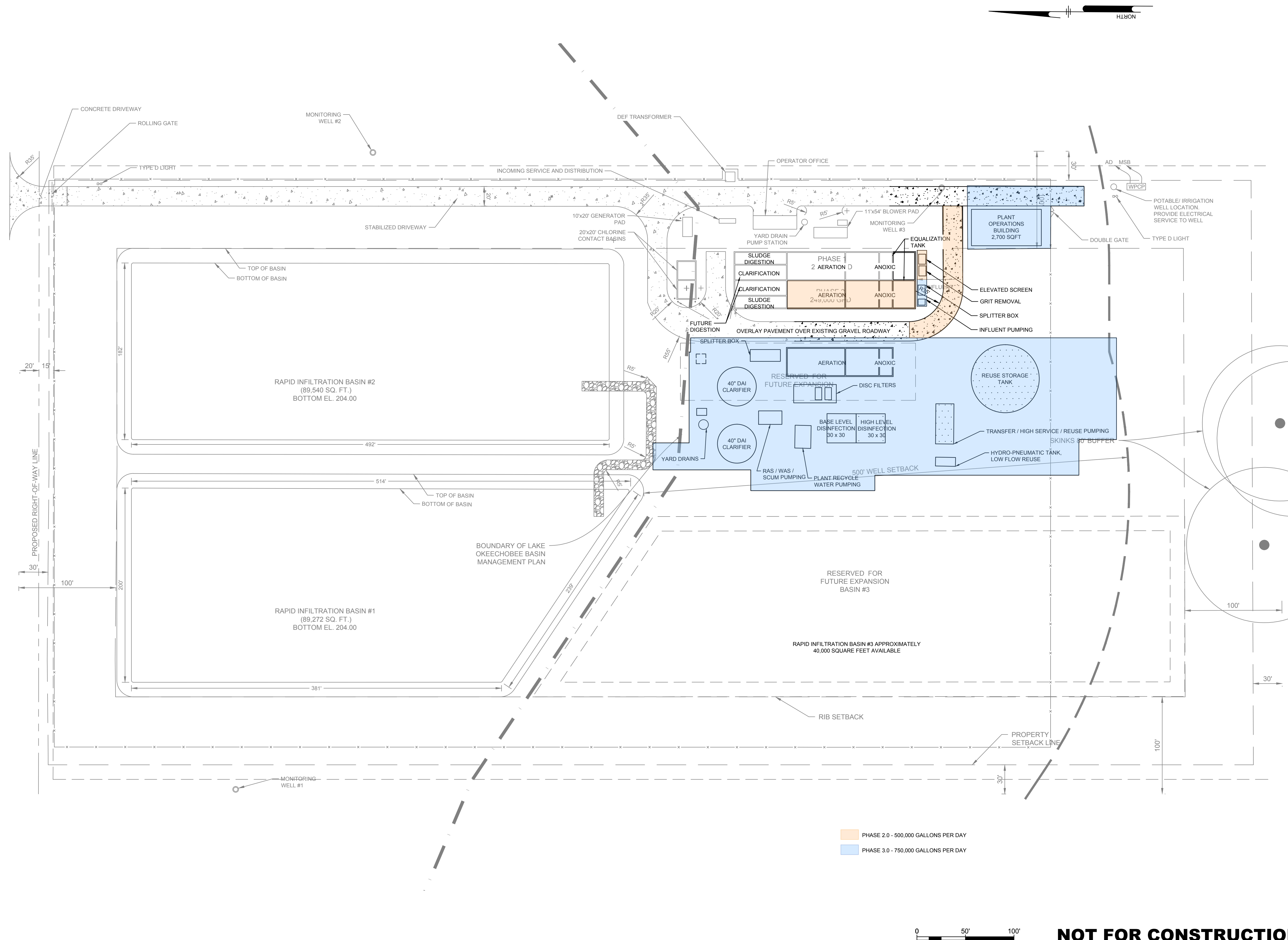
| NO. | DATE | REVISIONS | BY |
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ALL DOCUMENTS PREPARED BY PENNONI ASSOCIATES ARE INSTRUMENTS OF SERVICE IN RESPECT OF THE PROJECT. THEY ARE NOT INTENDED OR REPRESENTED TO BE SUITABLE FOR REUSE BY OWNER OR OTHERS ON THE EXTENSIONS OF THE PROJECT OR ON ANY OTHER PROJECT. ANY REUSE WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY PENNONI ASSOCIATES FOR THE SPECIFIC PURPOSE INTENDED WILL BE AT OWNERS SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO PENNONI ASSOCIATES, AND OWNER SHALL INDEMNIFY AND HOLD HARMLESS PENNONI ASSOCIATES FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

|               |            |
|---------------|------------|
| PROJECT       | LAKHA22005 |
| DATE          | 2022-07-13 |
| DRAWING SCALE | 1"=50'     |
| DRAWN BY      | LL         |
| APPROVED BY   | TD         |

**CM-1001**

SHEET --- OF #



U:\Accounts\LAKHA\LAKHA22005 - Phase 2 VVWTF Preliminary Design Reprint\DESIGN SHEETS\CM-1001.dwg PLOTTED: 4/30/2014 1:23 PM BY: Chris Szabo PLOTSTYLE: Pennoni NCS.ctb PROJECT STATUS: NOT FOR CONSTRUCTION

NOT FOR CONSTRUCTION

# **ATTACHMENT B**

## Engineer's Opinion of Probable Cost

## Engineer's Opinion Estimate of Probable Cost (EOPC)

| Summary Sheet Phase 2 Upgrade 0.5 MGD                                  |            |                                      |                |                   |
|--|------------|--------------------------------------|----------------|-------------------|
| Project Name: Lake Hamilton Phase 2 WWTF Preliminary Design            |            |                                      |                |                   |
| Date: 2/8/2023   |            |                                      |                |                   |
|  |            |                                      |                |                   |
| Description  | Percentage | Engineer's Estimate of Probable Cost |                |                   |
|  |            |                                      | With Headworks | Without Headworks |
| Civil and General Works  |            |                                      |                |                   |
| Civil and General Works  |            |                                      | \$123,000      | \$123,000         |
| RIBs   |            |                                      |                |                   |
| Elevated Head Works  |            |                                      | \$1,102,000    |                   |
| Treatment Equipment  |            |                                      | \$2,000,000    | \$2,000,000       |
| Yard Piping  |            |                                      | \$70,000       | \$70,000          |
| Buildings  |            |                                      |                |                   |
| Civil & General Works  |            | Subtotal                             | \$3,295,000    | \$2,193,000       |
| Electrical Power and Contols   |            |                                      |                |                   |
| Electrical Power   | 10%        |                                      | \$330,000      | \$219,000         |
| I&C Wiring   | 5%         |                                      | \$165,000      | \$110,000         |
| SCADA  | 1%         |                                      | \$33,000       | \$22,000          |
| Electrical Power & Contols   |            | Subtotal                             | \$528,000      | \$351,000         |
| Reuse Storage/Transmission   |            |                                      |                |                   |
| High level Disinfection  |            |                                      | \$0            | \$0               |
| Storage Tanks  |            |                                      | \$0            | \$0               |
| Pumps and Piping   |            |                                      | \$0            | \$0               |
| Electrical Power   | 10%        |                                      | \$0            | \$0               |
| I&C Wiring   | 5%         |                                      | \$0            | \$0               |
| SCADA  | 6%         |                                      | \$0            | \$0               |
| Transmission line  |            |                                      | \$0            | \$0               |
| Reuse Storage/Transmission   |            | Subtotal                             | \$0            | \$0               |
| Civil & General Works, Electrical Power & Controls, Public Water Reuse |            | Subtotal                             | \$3,823,000    | \$2,544,000       |
| Contractor Mark-up Mack Plant  | 10.0%      |                                      | \$200,000      | \$200,000         |
| Contractor O&P, Bonds, Insurance, Tax                                  | 15%        |                                      | \$573,000      | \$381,600         |
|  |            | Subtotal                             | \$4,596,000    | \$3,125,600       |
| Design, Permitting, Geotech, Environmental                             | 7.0%       |                                      | \$322,000      | \$218,792         |
| Construction Technical Services  | 6.0%       |                                      | \$276,000      | \$187,536         |
|  |            | Subtotal                             | \$5,194,000    | \$3,531,928       |
| Contingency  | 15%        |                                      | \$779,000      | \$529,789         |
|  |            | Grand Total                          | \$5,973,000    | \$4,061,717       |



March 2, 2023

Proposal No. LAKHA23001P

Mr. Michael Teague, Interim Town Administrator  
Town of Lake Hamilton  
Post Office Box 126  
Lake Hamilton, Florida 33851

**RE: SUPPLEMENTAL AGREEMENT TO MASTER AGREEMENT – MAIN STREET PUMP STATION AND FORCE  
MAIN EXTENSION DESIGN**

Dear Mr. Teague:

We are pleased to submit two (2) copies of this Agreement to the Town to provide consulting engineering services for the referenced Project. This Agreement describes our scope of services to assist the Town with preparing design and bidding documents, along with FDEP SRF Construction funding application assistance for the Town's planned Main Street Pump Station and Force Main Extension Project.

Upon review and approval, please sign and return one (1) executed copy of this Agreement to our office.

Please call me if you have any questions. We sincerely appreciate the opportunity to assist the Town of Lake Hamilton with this important Project.

Sincerely  
**Pennoni**



Steven L. Elias, P.E.  
Associate Vice President



Roger L. Homann, P.E.  
Water and Wastewater Division Manager

**PENNONI PROPOSAL NUMBER LAKHA23001P**

**SUPPLEMENTAL AGREEMENT TO CONTINUING AGREEMENT**

**By and Between**

**TOWN OF LAKE HAMILTON - and – PENNONI ASSOCIATES**

**Project**

**MAIN STREET PUMP STATION AND FORCE MAIN EXTENSION DESIGN**

---

- 1.0 GENERAL:** This is Supplemental Agreement LAKHA23001 to the Master Agreement between the Town of Lake Hamilton (Town, Client, or Owner) and Pennoni Associates Inc. (Engineer or Pennoni) for professional engineering services dated 9 February 2007. Except as provided for herein, the provisions of the Master Agreement between the Town and Engineer shall apply to this Supplemental Agreement.
- 2.0 EMPLOYMENT:** The Town hereby retains the continuing professional engineering services of Engineer, in consideration of the mutual covenants contained herein, and agrees in respect to the performance of professional engineering services by Engineer and the payment for those services by Town as set forth herein.
- 3.0 PROJECT BACKGROUND AND DESCRIPTION:** The Town of Lake Hamilton (Town) constructed a master pump station and force main extension project along US 27 in 2018 to provide wastewater service to numerous existing commercial customers along the US 27 corridor. This transmission system infrastructure was originally designed to send wastewater south to the Town of Dundee for treatment and disposal. Now that the Town of Lake Hamilton is building its own wastewater Treatment Facility (WWTF), the Town desires to expand capacity and redirect wastewater flows from existing and future commercial customers along US 27 eastward to its new WWTF. This will require evaluation and revisions to the Town's existing US 27 Master Pump Station (potentially bigger pumps, power/control panel revisions, piping modifications, flow re-direction, etc.) revisions to the existing US 27 force main, and a new force main (envisioned along Main Street) to connect to new Town collection and transmission system infrastructure near Scenic Highway (Figure 1). If the Town obtains shovel ready status (facilities plan, design plans, bidding documents, etc.) for the described project, it appears the Town may be eligible for FDEP State Revolving Fund (SRF) grant and loan funding assistance. The Town desires for Pennoni to provide planning and design services to obtain funding assistance and help implement this Project.



**FIGURE 1 – Proposed Pump Station and Force Main Improvements**

**4.0 ASSUMPTIONS:** The scope of work described herein is based on the following assumptions:

**4.1 General:**

- The proposed force main is proposed to run along Main Street as depicted in Figure 1, which is assumed to have adequate right-of-way, and the final corridor will be determined during the Facilities Planning phase.
- Hydraulic evaluation during the preliminary planning phase will evaluate feasibility of temporary and permanent flows via:
  - Scenario #1: Tapping into Town's new force main being constructed within Scenic Highway right-of-way and pumping all the way to the Town's new WWTF;
  - Scenario #2: Scenario #1, but only pumping to the planned Scenic Terrace pumping station along water Tank Road; and
  - Scenario #3: Connecting into sewer manhole/gravity sewer being constructed along West Main near Town Hall, which requires evaluating the capacity of the new Lake Gordon pumping station.
- Facilities Planning for this Project assume they will be conducted concurrently with Facilities planning for the Town's Phase 2 WWTF, where cost efficiencies will be observed as reflected herein.

- The Town intends to combine a SRF grant/loan funding request for construction of both the Town's Phase 2 WWTF and the pump station/force main improvements described herein.
- Separate bidding and construction documents will be prepared for both the Phase 2 WWTF and pump station/force main project described herein, which will likely lead to construction cost efficiencies by eliminating contractor markups for sub-contracted services.
- The Town will actively attempt pursue negotiations with the Scenic Terrace developer to negotiate construction of a master pumping station along Water Tank Road, which could be necessary for success of the Project herein.

**5.0 PURPOSE:** The purpose of this Agreement is to authorize Pennoni to provide the services described in Section 6.0 herein for the fee described in Section 7.0 herein.

**6.0 SCOPE OF WORK:** Pennoni shall provide, or obtain from others, professional engineering services to perform specialized study services for this Project. Pennoni's services will include serving as the Town's engineering representative for the Project and providing customary professional civil engineering and consulting services. Pennoni makes no warranties, express or implied, under this Agreement or otherwise, in connection with Pennoni's services. The following sections describe Pennoni's scope of work for this Project.

**6.1 Facilities Planning Phase:**

- 6.1.1 Data Review** – Gather, review, and summarize available demand projection, flow projection, development projection, record drawings, publicly available right-of-way data, and other available data for alternative analyses and potential use in the Facilities Plan.
- 6.1.2 Alternatives Analysis** – Identify, evaluate, and prepare descriptions for three Project scope alternatives.
- 6.1.3 Cost Analysis** – Prepare conceptual level construction and life cycle cost estimates for Project alternatives.
- 6.1.4 Facilities Plan** – Prepare a Facility Plan Report for the proposed Project in general accordance with F.A.C 62-503.700. Please note that it is assumed that this Facilities Plan will be prepared in conjunction with the Facilities Plan for the Town's planned Phase 2 WWTF improvements Project, to achieve overall economy of scale cost savings in the fee proposed herein.
- 6.1.5 Environmental Report** – Perform a desktop analysis of readily available environmental data, along with a field evaluation of the Main Street alignment Project, the facilitate preparation of an SRF Environmental Report. It is assumed that detailed and/or specialized environmental studies and/or mitigation will be required as the Planned Project area appears to lay within existing disturbed rights-of-way (ie. no skink evaluation, gopher tortoise study, etc.).

- 6.1.6** Public Hearing – Prepare for and conduct a Public Hearing to present the proposed project for Approval by the Town Council (scope, cost impact, SRF funding program considerations, overview of Capital Finance Plan prepared by Town staff, etc.).
- 6.1.7** SRF Funding Application – Prepare and submit a Construction Request for Inclusion (RFI) to FDEP and subsequently provide technical data to the Town to support its effort to prepare the SRF Funding Application. Pennoni will help the Town compile its capital finance plan, funding application, and facilities plan and submit to FDEP. Town will provide any requested utility revenue, expenses, bond obligations, development projections, revenue pledge sources,/plan, etc. to satisfy FDEP financial criteria and evaluation.

**6.2 Preliminary Design Phase:**

- 6.2.1** Kick-off meeting: meet with Town staff to confirm the objectives and scope of work for the proposed project.
- 6.2.2** Right-of-Way Survey: Perform a topographic land survey of visible above ground improvements for the proposed right-of-way corridor, including flagged and/or marked underground utilities by others, and prepare signed and sealed survey drawing of said improvements.
- 6.2.3** Existing Conditions Review: Review existing pump station and force main infrastructure design plans, design reports, geotechnical reports, environmental reports, and survey data.
- 6.2.4** Pump Station(s) Hydraulic Evaluation – Perform hydraulic analyses for pump station utilization scenarios (US 27 pumps station to new WWTF, US 27 pump station to proposed Scenic Terrace/Water Tank Road master pump station, and US 27 pump station to Lake Gordon Pump station to determine which scenario if most beneficial to the Town (short-term and long-term plan).
- 6.2.5** Basis of Design Memorandum: Prepare a Basis of Design (BOD) Summary Report for Town review and approval, which will:
- Present the design concept and configurations for the proposed pump station and force main improvements.
  - Present design criteria and pipe sizing
  - Define the desired equipment brands and manufacturers to be included on the Contract Documents.
  - Incorporate Town comments.
  - Serve as the Design Report required for the FDEP Construction Permit.

**6.3 Design Phase:** Pennoni will prepare design documents as described below.

**6.3.1 Construction Documents:** Prepare Bidding and Construction Level Documents for this Project (The Construction Documents will consist of the Construction Plans and a Project Manual, which will include the Technical Specifications, Bid Proposal, Construction Contract, and other 'Front End Type' documents, in accordance with the Town's procurement requirements. Construction Drawings will include Civil, Mechanical, and Electrical design plans and performance criteria to help construct the proposed improvements.

**6.3.2 Town Reviews:** At the 90% completion milestones, submit one (1) set of drawings and project manual to the Town for review and comment for technical and legal sufficiency and meet with the Town to review and discuss the submittal, and at the 100% completion milestone, submit one (1) set of the Construction Drawings to the Town for final acceptance.

**6.3.3 Opinion of Probable Cost:** At the 100% completion milestone, prepare an opinion of probable construction cost and submit it to the Town.

**6.3.4 Final Submittal:** Submit final plans and specifications to the Town (submittal to FDEP CWSRF program staff review to be conducted separately) for bidding purposes.

**6.4 Permitting Phase:**

**6.4.1 FDEP Construction Permit:** Prepare an FDEP Construction Permit Application for the proposed facilities and submit the completed permit application to FDEP. We will respond to FDEP questions or one Request for additional Information.

**6.4.2 FDOT Permit:** Prepare and submit an FDOT Right-of-way permit application for the proposed force main directional bore crossing (as required). We will respond to FDEP questions or one Request for additional Information.

**6.5 Exclusions:** All other services not explicitly described in Items 6.1 - 6.5 above and based on the assumptions described herein will be performed as an Additional Service upon request and written approval by the Town, including but not limited to the following:

- Environmental mitigation services (sand skinks, etc.)
- Specialized studies that could be required depending on field conditions or findings to satisfy funding agency requirements (environmental, archaeological, wetlands, biological, endangered species, etc.)
- Right-of-way or easement acquisition
- System-wide hydraulic evaluation of the City's wastewater collection system
- Progress reporting, meetings, or reviews with outside parties
- Bidding and technical services during construction



- Application for the electrical power service (by others)
- The contractor will acquire all required building permits
- All other services not explicitly described in Section 6.0

## 7.0 PENNONI'S COMPENSATION

7.1 Our lump sum fees, excluding reimbursable costs, to provide the above-described services are given below.

|  |                  |
|--|------------------|
| A. Facilities Planning Phase .....     | \$17,000         |
| B. Preliminary Engineering Phase ..... | \$34,000         |
| C. Permitting Phase .....              | \$6,000          |
| D. Design Phase .....                  | <u>\$48,000</u>  |
| Total.....                             | <b>\$105,000</b> |

7.2 Should the Client elect to expand the Scope of Work to include work tasks not covered in this agreement, Pennoni will perform the requested additional work tasks based on: (A) A mutually agreed upon fixed fee; or (B) The time we spend and the costs we incur to perform the work in accordance with Pennoni's 2023 hourly rate schedule.

7.3 It is understood and agreed that cost tradeoffs among the various cost categories and work tasks are allowable, so long as the total estimated cost of all work tasks is not exceeded without the Town's written approval.

8.0 **TOWN'S RESPONSIBILITIES:** The Town shall do the following in a timely manner so as to assist Pennoni in its work and not delay the performance of services by Pennoni.

8.1 Designate a Town representative with respect to the services to be rendered under this Supplement who will have complete authority to transmit instructions, receive information, provide direction on project scope, and define Town's policies and decisions with respect to Pennoni's services for this Project

8.2 Promptly review, comment on, and return Pennoni's submittals

8.3 Conduct Public meetings, process approvals, and secure funding from all necessary sources, provide reviews, and process required approvals, etc. in a timely manner to prevent Project bidding, construction, and other delays.

8.4 Gather all necessary data (budget, revenue projections, existing debt, etc.), secure additional funding (as needed), and prepare the finance justification and FDEP capital finance plan to FDEP's satisfaction to facilitate Project funding approval.

8.5 Payment of any permit applications, review fees by others, mitigation fees, and other costs not included in this proposal are the responsibility of the Town

- 8.6 Promptly advise Pennoni when the Town becomes aware of any defect or deficiency in Pennoni's services
- 8.7 Furnish Pennoni with all information as to Town requirements, including any special or extraordinary considerations for the Project, and make available existing pertinent data as identified in the Scope of Work as necessary (maps, as-built drawings, growth/demand projections, etc.)

9.0 **OTHER MATTERS**

- 9.1 The Terms and Conditions of the referenced Master Agreement between Town and Engineer shall apply to our services, along with terms described herein as applicable. References to the Pennoni/ Consultant/ Engineer regarding Limitation of Liability also pertain to the Project's Engineer of Record.
- 9.2 The obligation to provide services under this Task Authorization may be terminated by either party upon 7 days written notice, in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Pennoni will be paid for all services rendered.
- 9.3 Because Pennoni has no control over the cost of labor, materials, equipment or services furnished by others, or over methods of determining prices, or over competitive bidding or market conditions, any and all opinions as to costs rendered hereunder, including but not limited to opinions as to the costs of construction and materials, shall be made on the basis of its experience and qualifications and represent its best judgment as an experienced and qualified professional, familiar with the construction industry. Pennoni cannot and does not guarantee that proposals, bids, or actual costs will not vary from opinions of probable cost prepared by it. If at any time the Town wishes greater assurance as to the amount of any cost, the Town shall employ an independent cost estimator to make such determination.
- 9.4 This proposal may be void if not executed within 45 days.
- 9.5 In the performance of its work, Pennoni will rely on readily available and historic information (plans, as-built drawings, manuals, specifications, reports, etc.) provided by the Town and by others without research to verify the accuracy of said information.
- 9.6 **PURSUANT TO 558.0035 F.S., AN AGENT OR INDIVIDUAL EMPLOYEE OR AGENT OF PENNONI ASSOCIATES, INC CANNOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF THIS PROFESSIONAL SERVICES CONTRACT OR THE**



PERFORMANCE OF PROFESSIONAL SERVICES HEREUNDER. BY  
SIGNING THIS AGREEMENT, YOU HAVE ACCEPTED THIS  
LIMITATION OF LIABILITY

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate on the

\_\_\_\_\_ of \_\_\_\_\_ 2023.  
(Day) (Month)

**TOWN OF LAKE HAMILTON**

\_\_\_\_\_  
Attest, Town Clerk

\_\_\_\_\_  
Mayor, Town of Lake Hamilton

**PENNONI ASSOCIATES INC.**



BY: \_\_\_\_\_  
Steven Elias, Associate Vice President

DATE: 3/2/23 \_\_\_\_\_

## **ORDINANCE O-22-04**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, POLK COUNTY, FLORIDA, AN ORDINANCE AMENDING THE TOWN OF LAKE HAMILTON CODE OF ORDINANCES BY ADDING SECTION 32-8 (h) BY PROVIDING UPDATED GUIDELINES FOR WATER USED FOR IRRIGATION FOR WATER AND SEWER UTILITY SERVICES FOR WATER AND SEWER CUSTOMERS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, THE ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Lake Hamilton hereby has determined it is in the best interest of the citizens to review and amend the water and sewer Water used for irrigation; and

**WHEREAS**, such each lot with irrigation will need a separate meter for irrigation with the town's public wastewater system, and

**NOW THEREFORE, BE IT ENACTED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:**

### **SECTION 1. AMENDMENT TO LAKE HAMILTON CODE OF ORDINANCES.**

Chapter 32 – UTILITIES is hereby amended by adding Section 32 -8 (g) and shall read as follows:

#### **Sec. 32-8. - Water used for irrigation.**

- (a) From and the date this Ordinance becomes effective, it shall be unlawful to use Town's water for irrigation purposes in distribution lines installed after this date, unless such water has been first separately metered and measured through a water meter approved by the Town, and a backflow preventer valve approved by the Town.
- (b) Irrigation is defined as an underground watering system used exclusively to irrigate lawns, flora and fauna.

### **SECTION 2. SEVERABILITY.**

Should any section, paragraph, clause, sentence, item, word, or provision of this Ordinance be declared invalid by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part hereof, not so declared to be invalid.

**SECTION 3. CODIFICATION AND SCRIVENER'S ERRORS.**

The Town Council intends that this Ordinance be made part of the Town of Lake Hamilton Code of Ordinances, and that sections of this Ordinance can be renumbered or re-lettered and the word "Ordinance" may be changed to "Section", "Article", or some other appropriate word or phrase to accomplish codification, and regardless of whether this Ordinance is ever codified, the Ordinance may be renumbered or re-lettered and typographical errors and clarification of ambiguous wording that do not affect the intent may be corrected with the authorization of the Town Administrator without the need for a public hearing.

**SECTION 4. CONFLICTS.**

All ordinances in conflict herewith are hereby repealed to the extent necessary to give this ordinance full force and effect.

**SECTION 5. EFFECTIVE DATE.**

This ordinance shall become effective immediately after passage.

**INTRODUCED AND PASSED** on first reading this    day of    2023.

**PASSED AND ADOPTED** on second reading this    day of    2023.

TOWN OF LAKE HAMILTON, FLORIDA

---

MICHAEL KEHOE, MAYOR

ATTEST:

---

BRITTNEY SANDOVALSOTO, TOWN CLERK

Approved as to form:

---

HEATHER R. MAXWELL, ESQ., TOWN ATTORNEY

|                       |            |           |
|-----------------------|------------|-----------|
| <b>Record of Vote</b> | <b>Yes</b> | <b>No</b> |
|-----------------------|------------|-----------|

Ordinance O-23-04

Page 3 of 3

|                  |  |  |
|------------------|--|--|
| <b>Roberson</b>  |  |  |
| <b>Tomlinson</b> |  |  |
| <b>O'Neill</b>   |  |  |
| <b>Wagner</b>    |  |  |
| <b>Kehoe</b>     |  |  |

**RESOLUTION R-2023-04**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, POLK COUNTY, FLORIDA, REGARDING THE THIRD-PARTY SALE AND PUBLIC CONSUMPTION OF ALCOHOL ON TOWN PROPERTY DURING THE 2023 JULY CELEBRATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Town normally hosts a July celebration for its residents in public areas; and

**WHEREAS**, the sale and consumption of alcohol is normally prohibited in the areas where the July celebration will be held; and

**WHEREAS**, the Town desires to allow limited third-party sale of alcohol by properly licensed and insured vendors and the public consumption thereof for the 2023 July event, located only in the downtown area of Main Street between Omaha Street, Second Street and Broadway Street.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, AS FOLLOWS:**

**SECTION 1.**

The Town Council hereby waives and suspends the restrictions imposed in Chapter 4, Alcoholic Beverages, Section 4-2, Sales – Location Criteria, of the Code of Ordinances of the Town of Lake Hamilton, Florida during the hours of the 2023 July celebration on July 2, 2023, or such other date the event takes place, if needed, due to weather or other circumstances.

**SECTION 2.**

The Town Council hereby waives and suspends the restrictions contained in Chapter 18, Licenses, Permits and Business Regulations, Section 18-85, Alcohol and Food Vending or Consumption, of the Code of Ordinances of the Town of Lake Hamilton, Florida during the hours of the 2023 July, celebration, specifically: “The serving, selling or consumption of alcoholic beverages on the streets, rights of way, or in a public park is strictly prohibited, ”The remainder of Section 18-85 shall remain in effect.

**SECTION 3.**

The aforesaid waivers shall only apply within the downtown area of Main Street between Omaha Street, Second Street and Broadway Street.

**SECTION 4.**

Upon the conclusion of the 2023 July celebration, the provisions of this resolution shall expire automatically without further action of the Town Council.

**SECTION 5. CONFLICTS.**

All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**SECTION 6. SEVERABILITY.**

If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidated or impair the validity, force, or effect or any other section or part of this Resolution.

**SECTION 7. EFFECTIVE DATE.**

This Resolution shall take effect upon its approval and adoption by the Town Council.

**INTRODUCED AND PASSED** at the regular meeting of the Town Council of the Town of Lake Hamilton, Florida, held this 7<sup>th</sup> day of March, 2023.

TOWN OF LAKE HAMILTON, FLORIDA

\_\_\_\_\_  
MICHAEL KEHOE, MAYOR

ATTEST:

\_\_\_\_\_  
BRITTNEY SANDOVAL SOTO, TOWN CLERK

Approved as to form:

\_\_\_\_\_  
HEATHER R. MAXWELL, ESQ., TOWN ATTORNEY

| Record of Vote | YES | NO |
|----------------|-----|----|
| Roberson       |     |    |
| Tomlinson      |     |    |
| O'Neill        |     |    |
| Wagner         |     |    |
| Kehoe          |     |    |

# LETTER OF INTENT

Town of Lake Hamilton  
100 Smith Ave  
Lake Hamilton, FL 33851

Michael Betts  
515 W. Sample Ave.  
Lake Hamilton, FL 33851

To the Town of Lake Hamilton,

This Letter of Intent is to reflect a good faith agreement of the parties herein, to request from the Town to vacate a certain strip of land. This requests extends to dividing said Town owned land equidistant between the two adjoining land owners in a manner requested as follows:

- For the Town of Lake Hamilton to vacate that certain strip of land delineated as Park as shown lying between Lot 1, Block 7 Replat of Lake Hamilton according to Plat Book 6 Page 23 and Lot 4 Sample Avenue Subdivision according to Plat Book 109, Page 41 as recorded in the Polk County Records.
- To divide said strip of land into two equal width strips of land, each fronting along West Sample Avenue and extending to the waters of Lake Lee.
- For each of the two newly created Parcels to be distributed to the adjoining land owners abutting said strip of land.

## PARTIES OF INTEREST



Michael Betts  
Owner of West Adjoining Lot  
(Lot 1, Block 7)



Brian Shelton  
Owner of East Adjoining Lot  
(Lot 4)



## Memorandum

To: Town Council

From: Town Clerk, Brittney Sandoval, CMC

Date: March 3, 2023

Subject: Monthly Update.

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Staff continues to work with the CPA and Auditor to prepare the Year End Finance Reports and Audit.

Angela continues month and we are tentatively scheduled to transition to the new accounting software later in March as the reconciliation has not been completed yet.

Town Hall is Closed for a half day on Friday, April 7, 2023.

Ashley was appointed as the Vice President for the Polk County City Clerks Association.

Staff continues enforcement measures for business tax receipts for businesses who have not registered with the Town. There has been a great return on getting those businesses in compliance.

Staff worked diligently to organize and record the records stored in the storage room. With these improvements, there will be a better track record of locating records, retention and accountability.

Ashley has begun taking minutes at meetings and preparing those for approval.

Staff has been working on updating the inventory records to comply with the statute adopted by the Council. We are tracking everything \$750 and above.

Other business as usual.



From the Desk of ...

*Chief Michael Teague*



3/1/2023

**TO:** Staff

**SUBJECT:** Council Report

March Items:

- New Officer in shadow Phase
- 3 applicants being reviewed.
- Accreditation in Process
- Officer Ortiz, and Officer Lorenzo put in 2-week notices
- Speed Control Signs ordered (6).
- Body Camera Testing by all officers in effect for next 45 days
- Still a backlog on receiving vehicles (1 was ordered over a year ago).
- Working on next event Movies at Town Hall.
- Gina attended Accreditation Training in St Augustine
- Chief attended the Traffic Safety Team Meeting
- Chief attended the Police Chiefs meeting
- 

Michael Teague

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[illegible]



Monthly Proficiency Reports -February 2023  
Lake Hamilton Police Department  
Patrol

|                       | Jan  | Feb  | March | April | May | June | July | August | Sept | Oct | Nov | Dec | Year to Date | Same Month Last Year | (+ / -) (%) |
|-----------------------|------|------|-------|-------|-----|------|------|--------|------|-----|-----|-----|--------------|----------------------|-------------|
| <b>Patrol</b>         |      |      |       |       |     |      |      |        |      |     |     |     |              |                      |             |
| Calls                 | 1850 | 2027 |       |       |     |      |      |        |      |     |     |     | 3877         | 1095                 | (+) 46%     |
| Lima                  | 75   | 52   |       |       |     |      |      |        |      |     |     |     | 127          | 29                   | (+) 44%     |
| Warrant Arrest        | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0 %    |
| Felony Arrest         | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 1                    | (-) 100%    |
| Misd. Arrest          | 31   | 22   |       |       |     |      |      |        |      |     |     |     | 53           | 8                    | (+) 64%     |
| Total Arrest          | 31   | 22   |       |       |     |      |      |        |      |     |     |     | 53           | 9                    | (+) 59%     |
| Cannabis              | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0%     |
| Cocaine               | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0%     |
| Methamphetamine       | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 1.4                  | (-) 100%    |
| Firearms              | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0%     |
| Pills                 | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0%     |
| K2                    | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0%     |
| <b>Traffic</b>        |      |      |       |       |     |      |      |        |      |     |     |     |              |                      |             |
| Citations             | 100  | 72   |       |       |     |      |      |        |      |     |     |     | 172          | 38                   | (+) 47%     |
| Criminal Citations    | 24   | 22   |       |       |     |      |      |        |      |     |     |     | 46           | 7                    | (+) 68%     |
| Warnings              | 68   | 124  |       |       |     |      |      |        |      |     |     |     | 192          | 96                   | (+) 22%     |
| Crashes               | 14   | 11   |       |       |     |      |      |        |      |     |     |     | 25           | 8                    | (+) 27%     |
| DUI                   | 0    | 1    |       |       |     |      |      |        |      |     |     |     | 1            | 0                    | (+) 100%    |
| DRE                   | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0%     |
|                       |      |      |       |       |     |      |      |        |      |     |     |     |              |                      |             |
| Deployments           | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0%     |
| Apprehensions/Arrests | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-) 0%     |
| Hours Trained         | 14   | 12   |       |       |     |      |      |        |      |     |     |     | 26           | 14                   | (-)14%      |
| Demos                 | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-)0%      |
| Searches              | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-)0%      |
| Heroin                | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-)0%      |
| <b>Patrol Cont</b>    |      |      |       |       |     |      |      |        |      |     |     |     |              |                      |             |
|                       |      |      |       |       |     |      |      |        |      |     |     |     |              | 0                    | (+-)0%      |
| Seized Vehicles       | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-)0%      |
| Deaths                | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-)0%      |
| Seized Currency       | 0    | 0    |       |       |     |      |      |        |      |     |     |     | 0            | 0                    | (+-)0%      |



## LAKE HAMILTON POLICE DEPARMENT

PO Box 126, 100 Smith Ave, Lake Hamilton, FL 33851

PHONE: 863-437-4711/ FAX: 863-439-1136

### FEBRUARY 2023 - MONTHLY ACTIVITY REPORT

|                              | TOTAL CALLS | TOTAL ARRESTS |
|------------------------------|-------------|---------------|
| ABANDONED/ IMPOUNDED         | 0           | 0             |
| ABANDONED / FOUND PROPERTY   | 1           | 0             |
| ABDUCTION                    | 0           | 0             |
| AED ASSIST                   | 0           | 0             |
| ALARM                        | 6           | 0             |
| ANIMAL COMPLAINT             | 0           | 0             |
| ANIMAL COMPLAINT - DOMESTIC  | 0           | 0             |
| ANIMAL COMPLAINT - LIVESTOCK | 0           | 0             |
| ANIMAL COMPLAINT - WILDLIFE  | 0           | 0             |
| ASSAULT                      | 0           | 0             |
| ASSAULT - AGGRAVATED         | 0           | 0             |
| ASSIST OTHER AGENCY          | 8           | 0             |
| ATTEMPT TO CONTACT           | 2           | 0             |
| BATTERY                      | 2           | 0             |
| BATTERY - AGGRAVATED         | 0           | 0             |
| BATTERY - DOMESTIC           | 1           | 0             |
| BURGLARY - BUSINESS          | 0           | 0             |
| BURGLARY - CONVEYANCE        | 0           | 0             |
| BURGLARY - RESIDENTIAL       | 0           | 0             |
| BURGLARY - STRUCTURE         | 0           | 0             |
| CHILD ABUSE                  | 0           | 0             |
| CRIMINAL MISCHIEF            | 0           | 0             |
| CRUELTY TO ANIMALS           | 0           | 0             |
| CURFEW VIOLATION             | 0           | 0             |
| CUTTING                      | 0           | 0             |
| DANGEROUS SHOOTING           | 0           | 0             |
| DEATH INVESTIGATION          | 0           | 0             |
| DIRECTED TRAFFIC ASSIGNMENT  | 28          | 0             |
| DISABLED VEHICLE             | 5           | 0             |
| DISTURBANCE - CIVIL          | 8           | 0             |
| DISTURBANCE - FAMILY         | 3           | 0             |
| DISTURBANCE - JUVENILE       | 0           | 0             |
| DISTURBANCE - NOISE          | 2           | 0             |
| DISTURBANCE - VEHICLE NOISE  | 2           | 0             |
| DISTURBANCE - WEAPON         | 0           | 0             |
| DISTURBANCE                  | 3           | 0             |
| DROWNING                     | 0           | 0             |

|   |      |   |
|---|------|---|
| DRUNK DRIVER                                | 1    | 1 |
| DRUNK PERSON                                | 0    | 0 |
| ESCAPED PRISONER                            | 0    | 0 |
| EXCITED DELIRIUM                            | 0    | 0 |
| EXTORTION                                   | 0    | 0 |
| FELONY                                      | 0    | 0 |
| FIGHT                                       | 0    | 0 |
| FILING FALSE REPORT                         | 0    | 0 |
| FIRE  | 0    | 0 |
| FIRE ASSIST                                 | 0    | 0 |
| FIRST RESPONDER REQUEST                     | 0    | 0 |
| FRAUD/FORGERY/COUNTERFEITING/UTTERING       | 0    | 0 |
| FUNERAL ESCORT                              | 0    | 0 |
| GAMBLING                                    | 0    | 0 |
| GRAND THEFT                                 | 0    | 0 |
| HARRASSING PHONE CALLS                      | 1    | 0 |
| HIT & RUN FATALITY                          | 0    | 0 |
| HIT & RUN INJURIES                          | 0    | 0 |
| HIT & RUN PROPERTY DAMAGE ONLY              | 0    | 0 |
| HIT & RUN SERIOUS INJURY TO RESULT IN DEATH | 0    | 0 |
| HITCHHIKER                                  | 0    | 0 |
| HIGHWAY OBSTRUCTION                         | 1    | 0 |
| IDENTITY THEFT                              | 0    | 0 |
| INDUSTRIAL ACCIDENT                         | 0    | 0 |
| INFORMATION                                 | 74   | 0 |
| INJURED PERSON                              | 0    | 0 |
| INVESTIGATION                               | 3    | 0 |
| LAW ENFORCEMENT CALL                        | 0    | 0 |
| LEWD ACT                                    | 0    | 0 |
| LITTERING                                   | 0    | 0 |
| LOST PROPERTY                               | 0    | 0 |
| LOST/ABANDONED TAG OR DECAL                 | 0    | 0 |
| MAIL THEFT                                  | 0    | 0 |
| MEDICAL ASSIST                              | 0    | 0 |
| MENTALLY ILL PERSON                         | 0    | 0 |
| MISDEMEANOR                                 | 0    | 0 |
| MISSING / ENDANGERED PERSON                 | 0    | 0 |
| MOLESTING                                   | 0    | 0 |
| MURDER                                      | 0    | 0 |
| NARCOTICS VIOLATION                         | 0    | 0 |
| NATURAL DISASTER                            | 0    | 0 |
| OPEN DOOR / WINDOW                          | 0    | 0 |
| OVERDOSE                                    | 0    | 0 |
| PATROL BUSINESS                             | 1400 | 0 |
| PATROL REQUEST                              | 3    | 0 |
| PATROL RESIDENCE                            | 108  | 0 |
| PERIMETER CHECK                             | 116  | 0 |

|   |             |           |
|---|-------------|-----------|
| PETIT THEFT                             | 1           | 0         |
| POSS FIREARM BY FELON                   | 0           | 0         |
| PROPERTY DAMAGE NON-CRIMINAL            | 1           | 0         |
| PROWLER                                 | 0           | 0         |
| RESISTING OFFICER                       | 0           | 0         |
| RETAIL THEFT                            | 0           | 0         |
| RIOT                                    | 0           | 0         |
| ROBBERY                                 | 0           | 0         |
| RUNAWAY                                 | 0           | 0         |
| SERVE CIVIL PROCESS                     | 0           | 0         |
| SEXUAL BATTERY (FAMILY,UNK,KNOWN)       | 0           | 0         |
| SHOOTING/THROWING MISSILE INTO BUILDING | 0           | 0         |
| SHOOTING/THROWING MISSILE INTO VEHICLE  | 0           | 0         |
| SHOOTING/ PERSON                        | 0           | 0         |
| SOLICITATION VIOLATION                  | 0           | 0         |
| SPECIAL DETAIL                          | 12          | 0         |
| STOLEN TAG / DECAL                      | 0           | 0         |
| STOLEN VEHICLE                          | 0           | 0         |
| STOLEN VEHICLE RECOVERED                | 0           | 0         |
| SUBJECT STOP                            | 0           | 0         |
| SUICIDE ATTEMPT                         | 1           | 0         |
| SUSPICIOUS AIRCRAFT                     | 0           | 0         |
| SUSPICIOUS INCIDENT                     | 6           | 0         |
| SUSPICIOUS PERSON                       | 3           | 0         |
| SUSPICIOUS VEHICLE                      | 6           | 0         |
| TAMPERING                               | 0           | 0         |
| THEFT                                   | 0           | 0         |
| TRAFFIC ASSIGNMENT                      | 0           | 0         |
| TRAFFIC COMPLAINT                       | 3           | 0         |
| TRAFFIC STOP                            | 149         | 21        |
| TRESPASSING                             | 2           | 0         |
| UNCONFIRMED EMERGENCY                   | 11          | 0         |
| VEHICLE CRASH                           | 13          | 0         |
| WORTHLESS CHECK                         | 0           | 0         |
| VIOLATION OF INUNCTION                  | 0           | 0         |
| WARRANT / CAPIAS ARREST                 | 2           | 0         |
| <b>OVERALL TOTAL</b>                    | <b>2004</b> | <b>22</b> |

|                      | TOTAL CITATIONS | TOTAL ARRESTS |
|----------------------|-----------------|---------------|
| CRIMINAL TRAFFIC     | 22              | 22            |
| NON-CRIMINAL TRAFFIC | 91              | 0             |
| PARKING TICKETS      | 0               | 0             |
| WARNINGS             | 124             | 0             |
| <b>OVERALL TOTAL</b> | <b>91</b>       | <b>22</b>     |

|  | TOTAL WGT /<br>VALUE | TOTAL ARRESTS |
|--|----------------------|---------------|
|--|----------------------|---------------|

|  |     |   |
|--|-----|---|
| Recovered Cannabis   | 0   | 0 |
| Recovered Cocaine  | 0   | 0 |
| Recovered Meth   | 0.1 | 0 |
| Recovered Heroin   | 0   | 0 |
| Recovered Pills  | 0   | 0 |
| Seized Currency  | 0   | 0 |
| Based on Property received in Prop Room and not marked Dispo=COR Action=FX |     |   |



## Memorandum

To: Town Council

From: Lisa Harris, Code Enforcement

Date: February 1 through February 28, 2023

Subject: Code Enforcement Report

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Code Enforcement would like to advise the Town that this report is from February 1 through February 28, 2023.

- There were (25) new cases generated in February 2023.
- There were (17) courtesy letters mailed
- There were (13) notices mailed out
  - a. (9) for March SM hearing
  - b. (4) for April SM hearing
- There were (14) cases closed out (courtesy letter stage)
- There were (4) cases closed out (notice of violation stage). (1) for February SM hearing and (3) for March SM hearing
- Cases already adjudicated that are closed (1)
- Picked up signs in the right of way
- The entire 2022 case load has been scanned / copied to USB and separate file on computer.
- Held meeting with Planning Department, Building Department, and representative of Warehouses on 930 Roberts Rd. They are currently working on cleanup efforts to close code enforcement case. This also included an inspection from Burt McKee who handles hazardous waste and spills (hazmat issues). We want to ensure there are no contamination issues from the mechanic / boat repair businesses at this location.
- Since the 930 Roberts Rd inspection from Burt McKee, we will be scheduling inspections on other warehouses and major repair businesses. Research will be conducted to see if all approvals are met through the Town of Lake Hamilton. Our goal is to make these businesses accountable for adhering to the conditions and approvals along with keeping the property in a clean and sanitary condition.
- Preparing cases for the March 22, 2023 Special Magistrate hearing this coming week
- The Special Magistrate Minutes filing system has been re-generated, scanned to USB along with physical files.
- Results of the February 15, 2023 Special Magistrate Hearing:
  - a. January 18, 2023 Minutes approved
  - b. (1) cases rescinded
  - c. (3) first offense cases
  - d. (1) case continued from January SM to February SM

- Next Special Magistrate Hearing is March 22, 2023 – 6:30 pm

If the Board members or staff at the Town Hall have any questions, they are welcome to email me at [harrisl@townoflakehamilton.com](mailto:harrisl@townoflakehamilton.com) or call me at 863-207-1933 for specific details regarding the status of cases.

Respectfully Submitted,

Lisa Harris, Code Enforcement



## Memorandum

To: Town Council

From: Community Development Department, Chris Kirby

Date: February 28, 2023

Subject: Monthly Update

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1. **State Road 17 (Scenic Highway) Septic to Sewer Project** – Construction is underway.  
**Scenic Terrace South** – Construction of Phase 2 -Is largely complete. Tucker Construction is finalizing punch list items. Final Plat has been approved.  
Phase 1 with JR Davis Construction is working on water, sewer, and streets.
2. **Weiberg West – Section 2** located at the northeast corner of Scenic Highway and Weiberg Road and Section 5 located at the northeast corner of Detour Road and Weiberg Road Subdivision construction plans are being reviewed.
3. **Feltrim Lakes** – Ordinances for the PUD were approved at the December meeting of the Council. We are awaiting the detailed Site Development Plan.
4. **Hamilton Bluff Construction Plans** – Developer has addressed comments. A meeting has been scheduled to finalize plans.
5. **Planning Project with Calvin, Giordano & Associates (CalGA)** – The financial status of the Town has impacted the continuation of this project. The consultants remain on hold.
6. **FRDAP** – Construction at both Gunter Park and Detour Road Ballfield has begun. We are moving ahead to meet the April 30<sup>th</sup> deadline completion.
7. **Water Use Permit Renewal** – Pennoni is finalizing remaining SWFMD comments.
8. **Repaving & Road Project** – Chastain Skillman engineer Doug Forni is working with staff to revise the plans and go out for bids. We will be meeting with the engineer to prepare a list of project for Council review since available funds are now \$2.5 million.



## Memorandum

To: Town Council

From: Public Services Director

Date: 3/2/2032

Subject: Monthly Update for activities and work performed in February 2023

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**Sanitation:** Normal Operations continue. Rush Truck Center performed all preventative maintenance and FDOT inspection on the sanitation truck.

**Parks:** Gunter Park has some improvement projects stated this month.

**Streets:** Normal Operations. 6th. Street received some repair on the south section this month.

**Water:** The Water plant has been operating well. Storage room has been cleaned and organized by Harvey.

**Sewer:** Normal Operations for the current collection system. Installation of septic to sewer continues with the gravity collection lines installation going in on Gordon Dr. Scenic Terrace Phase 2 is soon to go into service for the Town next month.

**MISC:** Edwin Pagan is performing well as a supervisor for Public Works.

Sincerely,

Patrick Henry

Public Works Director