



**TOWN OF LAKE HAMILTON
TOWN COUNCIL
REGULAR MEETING AGENDA
TUESDAY, MAY 2, 2023
6:00 P.M.**

The Town Council of the Town of Lake Hamilton will hold a Regular Council Meeting on Tuesday, May 2, 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. Swear in Council Seat 1, Cora Perry Roberson-*pages 1*
 - b. Swear in Council Seat 3, Patrick Slavens-*pages 2*
 - c. Mike Brynjulfson, CPA, Summary of Financial Indicators-*(separate document)*
- 6. CONSENT AGENDA**
 - a. April 4, 2023, Regular Meeting Minutes-*pages 3-7*
 - b. April 18, 2023, Special Meeting Minutes-*pages 8-9*
 - c. Approve 2022/2023 Qtr. 2 Financial Statements-*pages 10-20*
 - d. Approve Board/Committee Applications-*pages 21*
 - e. Move July 4th Council Meeting to July 11th-*no pages*
- 7. RECOGNITION OF CITIZENS (Non-Agenda Items)**
- 8. OLD BUSINESS-**
 - a. Future Planning Items/Update/Action on WUP/AWS/WW/PRWC
 - i. Consider Pennoni Agreement Phase 2 Wastewater Treatment Facility Design-*pages 22-51*
 - ii. Consider Amended Resolution R-2023-07 SRF Loan Application for Project No. DW53165-
pages 52-54
 - iii. Consider Resolution R-2023-08 SRF Loan Application for Project No. WW531654-*pages 55-57*
 - b. Resolution R-2023-09 Vacate a Portion of White Clay Pit Road-*pages 58-59*
 - **Open Public Hearing**
 - c. Second Reading of Ordinance O-23-04 Irrigation Meter Required-*pages 60-62*
 - d. Second Reading of Ordinance O-23-05 Scenic Terrace Proposed Boundary Amendment-*pages 63-92*
 - **Close Public Hearing**
- 9. NEW BUSINESS-**
 - a. Appoint Vice Mayor per Town Charter Section 2.04 (b)-*no pages*
 - b. Resolution R-2023-10 Scenic Terrace South Phase 1 Plat Approval-*pages 93-94*
 - c. Consider Addendum No 2 for Task Order 7 with Chastain-Skillman-*pages 95-97*
 - d. Approve the Water Impact Fee Study Agreement with Florida Rural Water-*pages 98-102*
 - e. Raftelis Wastewater Impact Fee Study-*pages 103-105*
 - f. Mayor Kehoe update regarding the Town Administrator Position-*no pages*
- 10. STAFF REPORTS**
 - a. Interim Town Administrator-*no pages*
 - b. Town Clerk-*pages 106*
 - c. Police Department-*pages 107-114*
 - d. Code Enforcement-*pages 115-116*
 - e. Community Development-*no pages*
 - f. Public Works-*no pages*
- 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)



OATH OF OFFICE

MAY 2, 2023

STATE OF FLORIDA
COUNTY OF POLK
TOWN OF LAKE HAMILTON

“I do solemnly swear (or affirm) that I will support, honor, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State and under the Charter of the Town of Lake Hamilton; and that I will well and faithfully perform the duties of Council Seat 1 on which I am now about to enter, so help me God.”

Cora Perry Roberson, Council Seat 1

ATTEST:

Town Clerk, Brittney Sandoval Soto



OATH OF OFFICE

MAY 2, 2023

STATE OF FLORIDA
COUNTY OF POLK
TOWN OF LAKE HAMILTON

“I do solemnly swear (or affirm) that I will support, honor, protect, and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State and under the Charter of the Town of Lake Hamilton; and that I will well and faithfully perform the duties of Council Seat 3 on which I am now about to enter, so help me God.”

Patrick Slavens, Council Seat 3

ATTEST:

Town Clerk, Brittney Sandoval Soto

**TOWN OF LAKE HAMILTON
MINUTES
TOWN COUNCIL REGULAR MEETING
TUESDAY, APRIL 4, 2023
6:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday April 4, 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, and Mayor Kehoe were present. Wagner was absent. Interim Town Administrator Teague, Town Clerk Sandoval and Attorney Maxwell were present.

SCHEDULED PRESENTATIONS

Mayor Kehoe read the proclamation for Municipal Clerks Week. The last whereas was omitted as it was inserted as an error.

Mayor Kehoe read the proclamation for Water Conservation Month.

CONSENT AGENDA

Motion made by Roberson and a second by Tomlinson to approve consent agenda items a, b, c, and d.

No public comments were received.

Motion Passed 4-0.

Mayor Kehoe presented Councilmember O'Neill with a plaque in recognition of his service to the Town.

RECOGNITION OF CITIZENS

Tammy Pence questioned irrigation meters and when the sewer would be completed. The irrigation meter ordinance was explained to her, and she was given an estimated time frame for the completion of the sewer project.

OLD BUSINESS

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

Interim Town Administrator Teague gave an update and noted that they had a meeting with SWFMD regarding the water use permit. The amount permitted would be lower than what was

requested, but they will put in writing that conditional approval could be requested in the future if the water need is much higher than what is approved. The alternative water supply is expected to be around 2028 and 2029 before it becomes available. This should be ready by the end of April.

The sewer plant groundbreaking will be a ribbon cutting due to it being easier than the groundbreaking and will happen sometime in June and can be done with the septic to sewer project at the same time. A tour of the water plant is scheduled for tomorrow to see what is needed for the next phase.

NEW BUSINESS

First Reading of Ordinance O-23-05 Scenic Terrace Proposed Boundary Amendment-

Attorney Maxwell read the title for the record.

An ordinance of the Town of Lake Hamilton, Florida amending ordinance O-21-19, which established the Scenic Terrace South Community Development District; providing for amendment to section 5 of the Ordinance to change the geographical boundaries of the district pursuant to section 190.046, Florida statutes, by removing approximately 15.699 acres of land and adding approximately 30.182 acres of land thereto; providing for amendment to ordinance O-21-19, to further amend exhibit a of said ordinance to provide for a new metes and bounds legal description of the district; providing for the correction of a scrivener's error to exhibit a thereto; providing for all other terms and conditions to remain unchanged; providing for severability; and providing for an effective date.

Mayor Kehoe provided a map to Council members and noted that the commercial areas are being removed from the CDD as they do not belong to the CDD, and they are adding the area in blue on the Map to the CDD.

Motion made by O'Neill and a second by Roberson to approve on first reading, Ordinance O-23-05 for the Scenic Terrace Proposed Boundary Amendment.

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

Petition for Vacating Right of Way of White Clay Pit Road, Scenic Terrace -

Interim Administrator Teague noted that White Clay Pit Road will be turned into a cul-de-sac, and they are vacating the right of way between the end of the cul-de-sac to Scenic Hwy.

Attorney Maxwell requested a Resolution be drafted for the vacation for housekeeping purposes. This item will be brought to the next regular meeting in Resolution form for approval.

Mayor Kehoe noted that a special meeting will be needed. A special meeting was scheduled for April 18th at 5:00pm.

Item was tabled for the special meeting.

Resolution R-2023-05 Updating Community Development Fee Schedule-

Heather Maxwell read the title for the record.

A Resolution of the Town council of the Town of Lake Hamilton amending the fee schedule for all development services and other such matters requiring action by the town staff; providing for a repeal of all inconsistent resolutions; providing for severability and providing for an effective date.

Motion made by Roberson and a second by O'Neill to approve Resolution R-2023-05 updating the Community Development fee schedule.

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

Resolution R-2023-06 SRF Loan Agreement for Project No. DW53165

Attorney Maxwell read the title for the record.

A Resolution of Town of Lake Hamilton, Florida, relating to the State Revolving Fund Loan Program; making findings; authorizing the loan application; authorizing the loan agreement; establishing pledged revenues; designating authorized representatives; providing assurances; providing for conflicts, severability, and effective date.

Attorney Maxwell noted that in section 3 there were blanks which CPA Mike would have to fill in regarding the series of the date of issuance of bonds.

Mayor Kehoe noted that there would be a cost to the town in the amount of \$312,250. And the state would match that cost. This is to upgrade the water plant. It also is for the wells that need to be dropped to get to the next stage of construction. There also could be up to 90% grant for improvements. The loan comes due six months after the project is completed.

A resident questioned how long it would take to complete and how it would affect current residents. Interim Administrator Teague noted that it would not impact them, and the water plant needs to be able to process more water in a day.

Motion made by Roberson and second by Tomlinson to approve Resolution R-2023-06 for the SRF loan agreements for project No. DW53165.

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

Staff Reports-

Town Administrator- Interim Town Administrator Teague reminded Council about the upcoming RLC Dinner. He acknowledged Patrick Henry for his work on getting the water plant back up after the lightning strike. He noted that Town Hall would need another employee in utilities. He requested leeway to build a job description for this position. It was noted that this position would take place of the previously approved Administrative Assistant position.

Motion made by Roberson and a second by O'Neill to get authority to the acting Town Administrator to create a job description for the new utility position.

O'Neill knew that the town would have to spend money as the growth came to keep up and it has to invest for the future.

No further comments were received. **Motion passed 4-0.**

Interim Administrator Teague noted that the FRDAP Grant that was approved in 2019 was about to lose the grant money due to inactivity and he got with Senior Planner Kirby to finish the parks. The prices have increased significantly from 2019 and therefore the cost increased from

the original grant amount.

Mayor Kehoe thanked everyone for their hard work.

There were comments regarding the location of the parks and roads.

Mayor Kehoe noted that Clerk Sandoval Soto has applied for the Town Administrator position and needs to be recused from reviewing applications due to a conflict of interest. He will create a spreadsheet to include all of the standards for the job posting and all council members will receive copies of all the applications along with the spreadsheet. He will also give one to the new council member, Patrick Slavens.

Town Clerk- Clerk's notes included in packet.

Police Department- Two new officers started Monday and they are completing in-house training. There are 3 more openings for police officers to fill. He noted if they are not able to get Ford explorers, they may consider Chevy Tahoe's as they will be able to get them more quickly to hire more officers.

Code Enforcement- included in packet. Roberson inquired about a property on Tangerine Street. Teague gave information regarding the code case and the family member who is not the owner of the property. They need to fulfill probate obligations before anything can be resolved.

Community development- Included in packet.

Public Works- Included in packet.

ATTORNEY COMMENTS: Attorney Maxwell gave an update on the 1001 Tangerine property. She stated that the title search had been completed and the property is owned by multiple family members. There are some encumbrances on the property, and she requested the Town consider a preliminary market analysis, which could cost up to \$500, to see if it is worth proceeding with. There was consensus of Council for her to proceed with the analysis. Roberson noted that there are about 10 more dogs on the property.

COUNCIL COMMENTS:

Roberson noted that they are working on gathering petitions for the street name for Rose Street to Martin Luther King Jr. Blvd.

O'Neill gave a farewell speech as it was his last regular meeting, wishing the Town and everyone well.

ADJOURNMENT:

Motion made by O'Neill and second by Roberson to adjourn the regular at 7:41 PM. **Motion passed 4-0.**

ATTEST:

Michael Kehoe, Mayor

Brittney Sandoval Soto, Town Clerk

Michael Teague, Interim Town Administrator

**TOWN OF LAKE HAMILTON
MINUTES
SPECIAL MEETING
TUESDAY, APRIL 18, 2023
5:00 PM**

The Town Council of Lake Hamilton held a Special Meeting on Tuesday, April 18, 2023, at 5:00 PM, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER

Mayor Kehoe called the meeting to order at 5:00 p.m.

INVOCATION

Invocation was given by Marlene Wagner.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited by all.

ROLL CALL

Roberson, O'Neill, Tomlinson, Wagner, and Mayor Kehoe were present. Clerk Sandoval Soto and Attorney Maxwell were present.

SPECIAL COUNCIL MEETING BUSINESS

Review and Discuss Administrator Applications -

Mayor Kehoe addressed the Council and asked if everyone understood the letter that he included with the applications. The mayor read the letter for the record.

Included in the letter was a recommendation to decrease the qualifications noted in the job posting.

Attorney Maxwell noted that the Council has latitude to do what they want. She recommends looking at the applications objectively. She reminded the Council they cannot violate the EEOC and the protective categories.

There was discussion regarding reposting the job posting and what authority the Council has regarding reviewing the current applicants with reducing the qualifications at any point. There was a discussion regarding the applicants. Each Council Member added the candidates that they believe are qualified. The following applicants were chosen by Council Members to be contacted and interviewed:

Louis Bordeaux, Zuheyli Colon, Baraba Colter, Edward Dean, Paul Eckert, Christopher Kirby, Ronald Luttrell, Donald Paredez, Matthew Richardson, and Brittney Sandoval Soto.

There will be background checks on the candidates listed and Kehoe will create a list of questions to ask the candidates and record those answers to bring back to the council. Attorney Maxwell stated that all candidates must be asked the same questions.

There was consensus from the Council for Mayor Kehoe to reach out to the listed applicants and bring back answers to the Council at the next meeting.

Review Updated Organizational Chart-

Mayor Kehoe presented the updated organizational chart and noted that he is working with the Chief to put this together.

There was discussion regarding the charter and ability for the Town Clerk to be assigned other duties. Attorney Maxwell will look into it and see if there are any violations of the charter. She noted it will be status quo until she reports back.

Motion made by Roberson and a second by Tomlinson to approve the organizational chart and put it on the website.

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

ADJOURNMENT:

Motion made by Wagner and a second by Roberson to adjourn the special meeting at 6:13 PM. No public comments were received.

Motion passed 5-0.

ATTEST:

Michael Kehoe, Mayor

Brittney Sandovalsoto, Town Clerk

Michael Teague, Interim Town Administrator

Town of Lake Hamilton Financial/Budget Report FY 2022-2023 YTD
Quarter 1 & Quarter 2 - 10/1/2022 - 3/31/2023

Oct '22 - Mar 23

Budget

Over / (Under)

% of Budget

Income

310.000 · Taxes

311.000 · Ad Valorem Taxes	824,363.48	925,370.00	(101,006.52)	89.08%
312.000 · Local Option, Use & Fuel Taxes				
312.300 · County 9th Cent Voted Fuel Tax	6,869.91	12,000.00	(5,130.09)	57.25%
312.410 · 1st Local Option Fuel Tax	38,350.33	77,700.00	(39,349.67)	49.36%
312.420 · 2nd Local Option Fuel Tax	23,987.78	49,290.00	(25,302.22)	48.67%
Total 312.000 · Local Option, Use & Fuel Taxes	69,208.02	138,990.00	(69,781.98)	49.79%
314.000 · Utility Services Taxes				
314.100 · Electricity	102,389.21	160,000.00	(57,610.79)	63.99%
314.300 · Water	33,355.05	85,000.00	(51,644.95)	39.24%
314.800 · Propane	2,810.91	5,000.00	(2,189.09)	56.22%
Total 314.000 · Utility Services Taxes	138,555.17	250,000.00	(111,444.83)	55.42%
315.000 · Communications Services Taxes	25,964.29	20,800.00	5,164.29	124.83%
316.000 · Local Business Tax				
316.001 · Local Tax	3,178.74	5,000.00	(1,821.26)	63.57%
316.002 · From County	343.07	1,000.00	(656.93)	34.31%
Total 316.000 · Local Business Tax	3,521.81	6,000.00	(2,478.19)	58.70%
Total All Taxes	1,061,612.77	1,341,160.00	(279,547.23)	79.16%

320.000 · Permits/Fees/Special Assessments

322.00 · Permits

322.100 · Building Permits	26,941.96	90,000.00	(63,058.04)	29.94%
322.200 · Admin Fee Collection	714.01	5,000.00	(4,285.99)	14.28%
Total 322.000 Permits	27,655.97	95,000.00	(67,344.03)	29.11%
323.000 · Franchise Fees				
323.100 · Electricity				
323.101 · Duke Energy Franchise Fees	0.00	0.00		
323.100 · Electricity - Other	77,832.79	130,000.00	(52,167.21)	59.87%
Total 323.100 · Electricity Franchise Fees	77,832.79	130,000.00	(52,167.21)	59.87%
323.700 · Solid Waste				
323.701 · Republic Services Franchise Fee	18,172.68	0.00	18,172.68	
323.700 · Solid Waste - Other	0.00	35,000.00	(35,000.00)	0.00%
Total 323.700 · Solid Waste	18,172.68	35,000.00	(16,827.32)	51.92%
Total 323.000 · Franchise Fees	96,005.47	165,000.00	(68,994.53)	58.19%
324.000 · Impact Fees				
324.110 · Residential-Public Safety	570.00	28,500.00	(27,930.00)	2.00%
324.210 · Residential-PhysicalEnvironment				
324.211 · Water Impact Fees - Residential	6,957.87	69,570.00	(62,612.13)	10.00%
Total 324.210 · Residential-PhysicalEnvironment	6,957.87	69,570.00	(62,612.13)	10.00%
324.220 · Commercial-PhysicalEnvironment				
324.221 · Impact Fees- Commercial Water	0.00	4,500.00	(4,500.00)	0.00%
324.222 · Impact Fees - Commercial Sewer	0.00	4,000.00	(4,000.00)	0.00%
324.220 · Commercial-PhysicalEnvironment - Other	0.00	0.00	0.00	
Total 324.220 · Commercial-PhysicalEnvironment	0.00	8,500.00	(8,500.00)	0.00%
324.310 · Residential-Transportation				
324.311 · Streets Impact Fee	1,414.00	0.00	1,414.00	
324.310 · Residential-Transportation - Other	0.00	70,700.00	(70,700.00)	0.00%
Total 324.310 · Residential-Transportation	1,414.00	70,700.00	(69,286.00)	2.00%
324.610 · Residential-Culture/Recreation				
324.611 · Park and Trails Impact Fee	922.00	0.00	922.00	
324.610 · Residential-Culture/Recreation - Other	0.00	46,100.00	(46,100.00)	0.00%
Total 324.610 · Residential-Culture/Recreation	922.00	46,100.00	(45,178.00)	2.00%

Town of Lake Hamilton Financial/Budget Report FY 2022-2023 YTD
Quarter 1 & Quarter 2 - 10/1/2022 - 3/31/2023

Oct '22 - Mar 23

Budget

Over / (Under)

% of Budget

324.910 - Residential-Other				
324.911 - Municipal Facilities Impact Fee	576.00	0.00	576.00	
324.910 - Residential-Other - Other	0.00	28,800.00	(28,800.00)	0.00%
Total 324.910 - Residential-Other	576.00	28,800.00	(28,224.00)	2.00%
Total 324.000 - Impact Fees	10,439.87	252,170.00	(241,730.13)	4.14%
<i>329.000 - Other Permits Special Assessments</i>				
329.001 - Golf Cart Registrations	0.00	105.00	(105.00)	0.00%
329.002 - Planning Department Fees	29,525.06	125,000.00	(95,474.94)	23.62%
Total 329.000 - Other Permits Special Assessments	29,525.06	125,105.00	(95,579.94)	23.60%
Total All Permits/Fees/Special Assessments	163,626.37	637,275.00	(473,648.63)	25.68%
330.000 - Intergovernmental Revenue				
331.000 - Federal Grants				
331.200 - Public Safety				
331.201 - JAGD Grant	0.00	0.00	0.00	
331.202 - Police Grant JAGC	0.00	19,000.00	(19,000.00)	0.00%
Total 331.200 - Public Safety	0.00	19,000.00	(19,000.00)	0.00%
<i>331.300 - Physical Environment</i>				
331.310 - Water Supply System	116,492.86	0.00	116,492.86	
Total 331.300 - Physical Environment	116,492.86	0.00	116,492.86	
Total 331.000 - Federal Grants	116,492.86	19,000.00	97,492.86	613.12%
<i>334.000 - State Grants</i>				
334.100 - Community Center Grant	0.00	1,500,000.00	(1,500,000.00)	0.00%
334.200 - Public Safety	12,000.00	0.00	12,000.00	
334.300 - Physical Environment				
334.310 - Water Supply System	0.00	0.00	0.00	
334.350 - Sewer/Wastewater	748,854.00	4,452,895.00	(3,704,041.00)	16.82%
334.351 - Sewer/Wastewater (SRF Loan)	0.00	3,507,225.00	(3,507,225.00)	0.00%
334.352 - Sewer/Wastewater (319 Program)	0.00	438,823.00	(438,823.00)	0.00%
334.360 - Stormwater Management	0.00	0.00	0.00	
Total 334.300 - Physical Environment	748,854.00	4,452,895.00	(3,704,041.00)	16.82%
334.400 - Transportation				
334.410 - Heartland Project-Roads/Drain	0.00	1,975,000.00	1,975,000.00	
334.700 - Culture and Recreation				
334.701 - FRDAP	0.00	100,000.00	(100,000.00)	0.00%
Total 334.700 - Culture and Recreation	0.00	100,000.00	(100,000.00)	0.00%
Total 334.000 - State Grants	760,854.00	11,973,943.00	(11,213,089.00)	6.35%
<i>335.000 - State Shared Revenues</i>				
335.100 - General Government				
335.140 - Mobile Home License Tax	667.12	180.00	487.12	370.62%
335.150 - Alcoholic Beverage License Tax	0.00	1,000.00	(1,000.00)	0.00%
335.180 - Local Govt 1/2 Cent Sales Tax	63,291.56	110,323.00	(47,031.44)	57.37%
335.190 - State Revenue Sharing .08 Tax	30,387.77	61,102.00	(30,714.23)	49.73%
Total 335.100 - General Government	94,346.45		94,346.45	
Total 335.000 - State Shared Revenues	94,346.45	172,605.00	(78,258.55)	54.66%
Total All Intergovernmental Revenue	971,693.31	12,165,548.00	(11,193,854.69)	7.99%
340.000 - Charges for Services				
<i>341.000 - General Government</i>				
341.900 - Other General Govt Charges/Fees				
341.901 - General Misc./Elections	34.10	0.00	34.10	
341.902 - Lien Search Request	978.50	1,800.00	(821.50)	54.36%
Total 341.900 - Other General Govt Charges/Fees	1,012.60	1,800.00	(787.40)	56.26%
Total 341.000 - General Government	1,012.60	1,800.00	(787.40)	56.26%

Town of Lake Hamilton Financial/Budget Report FY 2022-2023 YTD
Quarter 1 & Quarter 2 - 10/1/2022 - 3/31/2023

Oct '22 - Mar 23

Budget

Over / (Under)

% of Budget

342.000 · Public Safety

342.100 · Law Enforcement Services	381.37	1,000.00	(618.63)	38.14%
342.500 · Code Enforcement Fees	1,091.61	10,000.00	(8,908.39)	10.92%
Total 342.000 · Public Safety	1,472.98	11,000.00	(9,527.02)	13.39%

343.000 · Physical Environment

343.100 · Electric Utility	0.00		0.00	
343.300 · Water Utility				
343.301 · Water Income	341,105.68	618,000.00	(276,894.32)	55.20%
343.302 · Water Meter Set Fees	3,027.75	25,000.00	(21,972.25)	12.11%
343.303 · Cross Connection Program	0.00	7,600.00	(7,600.00)	0.00%
343.304 · Administrative Fees	0.00	15,000.00	(15,000.00)	0.00%
343.305 · Connect/Reconnect Fees	6,814.99	345,574.00	(338,759.01)	1.97%
343.306 · Water Capacity Fee Escrow	2,653,748.42	1,011,174.00	1,642,574.42	262.44%
Total 343.300 · Water Utility	3,004,696.84	0.00	3,004,696.84	
343.401 · Sanitation Income	86,692.90	158,661.00	(71,968.10)	54.64%
343.402 · Trash Collection	57,371.55	104,328.00	(46,956.45)	54.99%
Total 343.400 · Garbage/Solid Waste	144,064.45	262,989.00	(118,924.55)	54.78%
343.500 · Sewer/Wastewater Utility				
343.501 · Wastewater Capacity	1,063,829.13	3,000,000.00	(1,936,170.87)	35.46%
343.500 · Sewer/Wastewater Utility - Other	37,586.25	45,000.00	(7,413.75)	83.53%
Total 343.500 · Sewer/Wastewater Utility	1,101,415.38	3,045,000.00	(1,943,584.62)	36.17%
343.550 · Stormwater Management Fees	26,483.60	45,627.00	(19,143.40)	58.04%
343.900 · OtherPhysicalEnvironmentCharges				
343.901 · Late Fee Income	24,624.22	28,000.00	(3,375.78)	87.94%
343.902 · Return Check Revenue	1,743.00	2,800.00	(1,057.00)	62.25%
Total 343.900 · OtherPhysicalEnvironmentCharges	26,367.22	30,800.00	(4,432.78)	85.61%
Total 343.000 · Physical Environment	4,303,027.49	4,395,590.00	(92,562.51)	97.89%

347.000 · Culture and Recreation

347.400 · Special Events	100.00	5,000.00	(4,900.00)	2.00%
Total 347.000 · Culture and Recreation	100.00	5,000.00	(4,900.00)	2.00%

Total All Charges for Services

4,305,613.07 4,413,390.00 (107,776.93) 97.56%

343.399 · Conversion Income	(18,854.41)	0.00	(18,854.41)	
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350.000 · Judgments, Fines and Forfeits

351.000 · Judgements

351.100 · County Court Criminal				
351.101 · Police Fines & Forfeitures	5,640.66	12,000.00	(6,359.34)	47.01%
351.102 · Police Education	548.88	1,000.00	(451.12)	54.89%
351.103 · Clerk of County Court Fees	0.00	0.00	0.00	
351.104 · Police Investigations	283.00	1,300.00	(1,017.00)	21.77%
351.105 · Police Resitution	14.00	0.00	14.00	
Total 351.100 · County Court Criminal	6,486.54	14,300.00	(7,813.46)	45.36%
Total 351.000 · Judgements	6,486.54	14,300.00	(7,813.46)	45.36%

Total All Judgments, Fines and Forfeits

6,486.54 14,300.00 (7,813.46) 45.36%

360.000 · Miscellaneous Revenues

360.100 · Police K-9 Unit Donations	247.00	1,500.00	(1,253.00)	16.47%
361.100 · Interest	445.19	1,000.00	(554.81)	44.52%
Total 361.000 · Interest and Other Earnings	445.19	1,000.00	(554.81)	44.52%
364.000 · Sales-Disposition ofFixedAssets	0.00	0.00	0.00	
365.000 · Sales-Surplus Materials/Scrap	0.00	0.00	0.00	
366.000 · Contributions/Donations-Private	1,100.00	4,000.00	(2,900.00)	27.50%
369.000 · Other Miscellaneous Revenues				

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Budget

Over / (Under)

% of Budget

369.300 · Settlements/Insurance Claims	25,494.79	75,000.00	(49,505.21)	33.99%
369.900 · Other				
369.000 · Other Miscellaneous Revenues - Other	810.69	50,000.00	(49,189.31)	1.62%
Total 369.000 · Other Miscellaneous Revenues	26,305.48	125,000.00	(98,694.52)	21.04%
Total All Miscellaneous Revenues	28,097.67	131,500.00	(103,402.33)	21.37%
380.000 · Non-Operating Revenue			0.00	
381.000 · Interfund Group Transfers In	0.00	1,229,114.00	(1,229,114.00)	0.00%
384.000 · Debt Proceeds	0.00	0.00	0.00	
Total All Non-Operating Revenue	0.00	1,229,114.00	(1,229,114.00)	0.00%
Total Income	6,518,275.32	19,932,287.00	(13,414,011.68)	32.70%
Gross Profit	6,518,275.32	19,932,287.00	(13,414,011.68)	32.70%

Expense

510.00 · General Government Services

511.00 · Legislative

511.10 · Personnel Services				
511.11 · Executive Salaries	700.00	6,300.00	(5,600.00)	11.11%
511.24 · Workers' Compensation	17,757.98	0.00	17,757.98	
Total 511.10 · Personnel Services	18,457.98	6,300.00	12,157.98	292.98%
511.30 · Operating Expenditures/Expenses				
511.31 · Professional Services	0.00	0.00	0.00	
511.34 · Other Services	0.00	0.00	0.00	
511.40 · Travel and Per Diem	1,101.26	6,000.00	(4,898.74)	18.35%
511.45 · Insurance	0.00	0.00	0.00	
511.46 · Repair & Maintenance Services	0.00	0.00	0.00	
511.47 · Printing & Binding	0.00	3,500.00	(3,500.00)	0.00%
511.48 · Promotional Activities	0.00	0.00	0.00	
511.49 · Other Current Charges/Obligations	2,994.20	0.00	2,994.20	
511.52 · Operating Supplies	0.00	0.00	0.00	
511.54 · Books/Public Subscriptions/Memberships	525.00	1,200.00	(675.00)	43.75%
511.55 · Training	244.60	3,000.00	(2,755.40)	8.15%
Total 511.30 · Operating Expenditures/Expenses	4,865.06	13,700.00	(8,834.94)	35.51%
511.60 · Capital Outlay				
511.62 · Buildings	0.00	1,500,000.00	(1,500,000.00)	0.00%
Total 511.60 · Capital Outlay	0.00	0.00	0.00	
511.70 · Debt Service				
511.71 · Principal	0.00	0.00	0.00	
511.72 · Interest	0.00	0.00	0.00	
Total 511.70 · Debt Service	0.00	0.00	0.00	
Total 511.00 · Legislative	23,323.04	1,520,000.00	(1,496,676.96)	1.53%

512.00 · Town Administrator & Town Clerk

512.10 · Personnel Services				
512.11 · Executive Salaries	35,367.00	136,320.00	(100,953.00)	25.94%
512.12 · Regular Salaries & Wages	0.00	0.00	0.00	
512.15 · Special Pay	364.00	364.00	0.00	100.00%
512.21 · FICA Taxes	2,706.78	10,456.00	(7,749.22)	25.89%
512.22 · Retirement Contributions	2,389.20	4,265.00	(1,875.80)	56.02%
512.23 · Life and Health Insurance	4,693.63	22,424.00	(17,730.37)	20.93%
Total 512.10 · Personnel Services	45,520.61	173,829.00	(128,308.39)	26.19%
512.30 · Operating Expenditures/Expenses				
512.31 · Election Expenses	226.00	5,000.00	(4,774.00)	4.52%

Town of Lake Hamilton Financial/Budget Report FY 2022-2023 YTD
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Oct '22 - Mar 23

Budget

Over / (Under)

% of Budget

512.40 · Travel and Per Diem	0.00	6,000.00	(6,000.00)	0.00%
512.42 · Freight & Postage Services	36.00	250.00	(214.00)	14.40%
512.44 · Rentals & Leases	56.86	1,500.00	(1,443.14)	3.79%
512.46 · Repair & Maintenance Services	0.00	2,000.00	(2,000.00)	0.00%
512.47 · Printing & Binding	30.99	2,000.00	(1,969.01)	1.55%
512.51 · Office Supplies	117.15	3,000.00	(2,882.85)	3.91%
512.52 · Operating Supplies				
512.521 · Fuel	229.71	1,500.00	(1,270.29)	15.31%
512.52 · Operating Supplies - Other	677.14	5,000.00	(4,322.86)	13.54%
Total 512.52 · Operating Supplies	906.85	6,500.00	(5,593.15)	13.95%
512.54 · BooksPublicaSubscripMemberships	240.00	7,000.00	(6,760.00)	3.43%
512.55 · Training	157.43	5,000.00	(4,842.57)	3.15%
Total 512.30 · Operating Expenditures/Expenses	1,771.28	38,250.00	(36,478.72)	4.63%
512.60 · Capital Outlay				
512.62 · Buildings	0.00	0.00	0.00	
Total 512.60 · Capital Outlay	0.00	0.00	0.00	
Total 512.00 · Town Administrator & Town Clerk	47,291.89	212,079.00	(164,787.11)	22.30%
<i>513.00 · Finance Department</i>				
513.10 · Personnel Services				
513.12 · Regular Salaries & Wages	38,696.56	81,774.00	(43,077.44)	47.32%
513.15 · Special Pay	0.00	0.00	0.00	
513.21 · FICA Taxes	2,918.72	6,256.00	(3,337.28)	46.65%
513.22 · Retirement Contributions	1,766.62	2,834.00	(1,067.38)	62.34%
513.23 · Life and Health Insurance	6,513.75	22,424.00	(15,910.25)	29.05%
Total 513.10 · Personnel Services	49,895.65	113,288.00	(63,392.35)	44.04%
513.30 · Operating Expenditures/Expenses				
513.32 · Accounting & Auditing	0.00	0.00	0.00	
513.40 · Travel and Per Diem	0.00	3,000.00	(3,000.00)	0.00%
513.41 · Communication Services	0.00	0.00	0.00	
513.42 · Freight & Postage Services	91.81	1,500.00	(1,408.19)	6.12%
513.43 · Utility Services	0.00	0.00	0.00	
513.44 · Rentals & Leases	712.00	1,500.00	(788.00)	47.47%
513.46 · Repair & Maintenance Services	0.00	1,500.00	(1,500.00)	0.00%
513.47 · Printing & Binding	149.34	1,500.00	(1,350.66)	9.96%
513.49 · OtherCurrentCharges/Obligations				
513.492 · Advertising	0.00	1,000.00	(1,000.00)	0.00%
513.49 · OtherCurrentCharges/Obligations - Other	0.00	0.00	0.00	
Total 513.49 · OtherCurrentCharges/Obligations	0.00	1,000.00	(1,000.00)	0.00%
513.51 · Office Supplies	16.62	1,500.00	(1,483.38)	1.11%
513.52 · Operating Supplies				
513.521 · Fuel	0.00	0.00	0.00	
513.52 · Operating Supplies - Other	2,376.75	5,000.00	(2,623.25)	47.54%
Total 513.52 · Operating Supplies	2,376.75	5,000.00	(2,623.25)	47.54%
513.54 · BooksPublicaSubscripMemberships	119.88	5,000.00	(4,880.12)	2.40%
513.55 · Training	0.00	2,500.00	(2,500.00)	0.00%
Total 513.30 · Operating Expenditures/Expenses	3,466.40	24,000.00	(20,533.60)	14.44%
Total 513.00 · Finance Department	53,362.05	137,288.00	(83,925.95)	38.87%
<i>514.00 · Town Attorney & Legal Services</i>				
514.31 · Professional Services-Attorney				
514.311 · Professional Services - Other	250.00	10,000.00	(9,750.00)	2.50%
514.31 · Professional Services-Attorney - Other	10,342.50	25,000.00	(14,657.50)	41.37%
Total 514.31 · Professional Services-Attorney	10,592.50	35,000.00	(24,407.50)	30.26%
514.40 · Travel and Per Diem	0.00	1,500.00	(1,500.00)	0.00%

Town of Lake Hamilton Financial/Budget Report FY 2022-2023 YTD
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Oct '22 - Mar 23

Budget

Over / (Under)

% of Budget

514.00 · Town Attorney & Legal Services - Other	0.00	20,000.00	(20,000.00)	0.00%
Total 514.00 · Town Attorney & Legal Services	10,592.50	56,500.00	(45,907.50)	18.75%
<i>517.00 · Debt Service Payments</i>				
517.71 · Principal (Building)	27,006.17	57,191.00	(30,184.83)	47.22%
517.710 · DEBT SERVICE ENTERPRISE FUND				
517.711 · PRINCIPAL (SR 17 SFR)	7,686.01	3,080.00	4,606.01	249.55%
517.712 · PRINCIPAL (WDS BRIDGE LOAN-USDA)	0.00	39,700.00	(39,700.00)	0.00%
517.713 · PRINCIPAL (WTP)	0.00	104,268.00	(104,268.00)	0.00%
517.714 · PRINCIPAL (HYDROGEN SULFIDE)	0.00	12,294.00	(12,294.00)	0.00%
Total 517.710 · DEBT SERVICE ENTERPRISE FUND	7,686.01	159,342.00	(151,655.99)	4.82%
517.72 · Interest (Building)	29,177.60	55,177.00	(25,999.40)	52.88%
517.73 · Principal (Police Dept. Tasers)				
517.731 · Princial (Police Dept. Radios)	13,488.14	13,688.00	(199.86)	98.54%
517.732 · Principal (Trash Truck)	14,292.00	34,301.00	(20,009.00)	41.67%
517.73 · Principal (Police Dept. Tasers) - Other	0.00	4,501.00	(4,501.00)	0.00%
Total 517.73 · Principal (Police Dept. Tasers)	27,780.14	52,490.00	(24,709.86)	52.92%
Total 517.00 · Debt Service Payments	91,649.92	324,200.00	(232,550.08)	28.27%
<i>519.00 · Other General Govt Services</i>				
519.10 · Personnel Services				
519.24 · Workers' Compensation	0.00	25,000.00	(25,000.00)	0.00%
Total 519.10 · Personnel Services	0.00	25,000.00	(25,000.00)	0.00%
519.30 · Operating Expenditures/Expenses				
519.32 · Accounting & Auditing	9,938.16	35,000.00	(25,061.84)	28.39%
519.41 · Communication Services	37,456.50	30,000.00	7,456.50	124.86%
519.43 · Utility Services	17,265.12	38,000.00	(20,734.88)	45.43%
519.45 · Insurance	69,403.03	65,000.00	4,403.03	106.77%
519.49 · Transportation (Citrus Connect)				
519.491 · Ridge League Dinner	810.00	1,470.00	(660.00)	55.10%
519.492 · PWRC Contribution	480.34	961.00	(480.66)	49.98%
519.493 · Insurance Claims (Restricted)	0.00	75,000.00	(75,000.00)	0.00%
519.49 · Transportation (Citrus Connect) - Other	13,678.75	10,000.00	3,678.75	136.79%
Total 519.49 · Transportation (Citrus Connect)	14,969.09	87,431.00	(72,461.91)	17.12%
519.52 · Software Maintenance	44,283.96	50,000.00	(5,716.04)	88.57%
Total 519.30 · Operating Expenditures/Expenses	193,315.86	305,431.00	(112,115.14)	63.29%
519.90 · Other Uses				
519.91 · Contingency				
519.911 · Municipal Facilities Impact Fee	0.00	28,800.00	(28,800.00)	0.00%
Total 519.91 · Contingency	0.00	28,800.00	(28,800.00)	0.00%
Total 519.90 · Other Uses	0.00	28,800.00	(28,800.00)	0.00%
Total 519.00 · Other General Govt Services	193,315.86	359,231.00	(165,915.14)	53.81%
Total All General Government Services	419,535.26	2,609,298.00	(2,189,762.74)	16.08%
520.00 · Public Safety				
<i>521.00 · Law Enforcement</i>				
521.10 · Personnel Services				
521.12 · Regular Salaries & Wages	180,642.69	535,425.00	(354,782.31)	33.74%
521.14 · Overtime	7,155.74	15,000.00	(7,844.26)	47.70%
521.15 · Special Pay				
521.151 · Longevity Pay	1,664.00	1,768.00	(104.00)	94.12%
521.15 · Special Pay - Other	0.00	8,760.00	(8,760.00)	0.00%
Total 521.15 · Special Pay	1,664.00	10,528.00	(8,864.00)	15.81%
521.21 · FICA Taxes	17,325.67	42,913.00	(25,587.33)	40.37%
521.22 · Retirement Contributions	15,192.95	24,062.00	(8,869.05)	63.14%

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	<u>Oct '22 - Mar 23</u>	<u>Budget</u>	<u>Over / (Under)</u>	<u>% of Budget</u>
521.23 · Life and Health Insurance	36,304.13	134,544.00	(98,239.87)	26.98%
Total 521.10 · Personnel Services	258,285.18	762,472.00	(504,186.82)	33.87%
521.30 · Operating Expenditures/Expenses				
521.31 · Professional Services				
521.311 · Pre-Employment Physicals	0.00	5,000.00	(5,000.00)	0.00%
521.31 · Professional Services - Other	4,530.00	39,000.00	(34,470.00)	11.62%
Total 521.31 · Professional Services	4,530.00	44,000.00	(39,470.00)	10.30%
521.40 · Travel and Per Diem	161.00	3,500.00	(3,339.00)	4.60%
521.41 · Communication Services	0.00	0.00	0.00	
521.42 · Postage Services	477.15	250.00	227.15	190.86%
521.43 · Utility Services	0.00	0.00	0.00	
521.44 · Rentals & Leases	1,281.62	2,500.00	(1,218.38)	51.26%
521.46 · Repair & Maintenance Services	4,879.20	10,000.00	(5,120.80)	48.79%
521.47 · Printing & Binding	0.00	0.00	0.00	
521.51 · Office Supplies	226.58	1,500.00	(1,273.42)	15.11%
521.52 · Operating Supplies				
521.521 · Other Operating Supplies	8,587.82	17,500.00	(8,912.18)	49.07%
521.522 · Fuel Expenses	13,658.62	30,000.00	(16,341.38)	45.53%
521.523 · Uniforms	131.20	5,000.00	(4,868.80)	2.62%
521.524 · Operating Supplies - K-9 Unit	363.78	1,500.00	(1,136.22)	24.25%
521.52 · Operating Supplies - Other	0.00	0.00	0.00	
Total 521.52 · Operating Supplies	2,275.42	54,000.00	(51,724.58)	4.21%
521.54 · BooksPublicaSubscripMemberships	4,279.40	10,000.00	(5,720.60)	42.79%
521.55 · Training	1,053.00	10,000.00	(8,947.00)	10.53%
Total 521.30 · Operating Expenditures/Expenses	39,635.37	135,750.00	(96,114.63)	29.20%
521.60 · Capital Outlay				
521.64 · Machinery & Equipment				
521.641 · Equipment (Vehicles)	51,215.66	50,000.00	1,215.66	102.43%
521.642 · Law Enforcement Grants	0.00	19,000.00	(19,000.00)	0.00%
521.643 · Police Forfeitures (Restricted)	0.00	12,000.00	(12,000.00)	0.00%
521.644 · Public Safety Impact Fees(Rstc)	0.00	28,500.00	(28,500.00)	0.00%
Total 521.64 · Machinery & Equipment	51,215.66	109,500.00	(58,284.34)	46.77%
Total 521.60 · Capital Outlay	51,215.66	109,500.00	(58,284.34)	46.77%
Total 521.00 · Law Enforcement	349,136.21	1,007,722.00	(658,585.79)	34.65%
<i>524.00 · Building & Planning</i>				
524.10 · Personnel Services				
524.12 · Regular Salaries & Wages	134,785.74	260,369.00	(125,583.26)	51.77%
524.15 · Longevity Pay	572.00	364.00	208.00	157.14%
524.21 · FICA Taxes	6,432.59	19,946.00	(13,513.41)	32.25%
524.22 · Retirement Contributions	61.64	2,602.00	(2,540.36)	2.37%
524.23 · Life and Health Insurance	0.00	56,060.00	(56,060.00)	0.00%
524.10 · Personnel Services - Other	0.00	0.00	0.00	
Total 524.10 · Personnel Services	141,851.97	339,341.00	(197,489.03)	41.80%
524.30 · Operating Expenditures/Expenses				
524.31 · Professional Services	44,132.75	7,000.00	37,132.75	630.47%
524.40 · Travel and Per Diem	53.93	3,500.00	(3,446.07)	1.54%
524.41 · Communication Services	0.00	0.00	0.00	
524.43 · Utility Services	0.00	0.00	0.00	
524.44 · Rentals & Leases	712.00	250.00	462.00	284.80%
524.49 · Advertising	100.00	1,000.00	(900.00)	10.00%
524.51 · Office Supplies	487.37	1,000.00	(512.63)	48.74%
524.52 · Operating Supplies				
524.521 · Other Operating Supplies	16,330.24	7,000.00	9,330.24	233.29%

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Oct '22 - Mar 23BudgetOver / (Under)% of Budget

524.522 · Fuel Expenses	40.01	2,000.00	(1,959.99)	2.00%
Total 524.52 · Operating Supplies	0.00	0.00	0.00	
524.54 · BooksPublicaSubscripMemberships	0.00	9,000.00	(9,000.00)	0.00%
524.55 · Training	(721.62)	5,000.00	(5,721.62)	-14.43%
Total 524.30 · Operating Expenditures/Expenses	61,134.68	6,500.00	54,634.68	940.53%
524.60 · Capital Outlay				
524.64 · Machinery & Equipment	0.00	50,000.00	(50,000.00)	0.00%
Total 524.60 · Capital Outlay	0.00	50,000.00	(50,000.00)	0.00%
Total 524.00 · Building & Planning	202,986.65	422,591.00	(219,604.35)	48.03%
Total All Public Safety	552,122.86	1,430,313.00	(878,190.14)	38.60%
530.00 · Physical Environment				
<i>533.00 · Water Utility Services</i>				
533.10 · Personnel Services				
533.12 · Regular Salaries & Wages	67,066.32	157,074.00	(90,007.68)	42.70%
533.14 · Overtime	11,333.27	8,000.00	3,333.27	141.67%
533.15 · Special Pay Longevity Pay	1,664.00	364.00	1,300.00	457.14%
533.151 · Special Pay- On Call Pay	1,099.50	10,403.00	(9,303.50)	10.57%
533.21 · FICA Taxes	5,902.60	13,452.00	(7,549.40)	43.88%
533.22 · Retirement Contributions	5,588.97	6,869.00	(1,280.03)	81.37%
533.23 · Life and Health Insurance	9,559.98	33,636.00	(24,076.02)	28.42%
Total 533.10 · Personnel Services	102,214.64	229,798.00	(127,583.36)	44.48%
533.30 · Operating Expenditures/Expenses				
533.31 · Professional Services				
533.311 · Engineering Services	12,329.91	55,000.00	(42,670.09)	22.42%
533.31 · Professional Services - Other	10,264.07	10,000.00	264.07	102.64%
Total 533.31 · Professional Services	22,593.98	65,000.00	(42,406.02)	34.76%
533.34 · Other Services	0.00	0.00	0.00	
533.40 · Travel and Per Diem	0.00	1,500.00	(1,500.00)	0.00%
533.41 · Communication Services	1,419.75	8,000.00	(6,580.25)	17.75%
533.42 · Freight & Postage Services	2,034.37	4,000.00	(1,965.63)	50.86%
533.43 · Utility Services	15,729.21	36,000.00	(20,270.79)	43.69%
533.44 · Rentals & Leases	655.16	2,500.00	(1,844.84)	26.21%
533.45 · Insurance	0.00	30,000.00	(30,000.00)	0.00%
533.46 · Repair & Maintenance Services	115,001.89	55,000.00	60,001.89	209.09%
533.47 · Printing & Binding	15.00	1,500.00	(1,485.00)	1.00%
533.52 · Operating Supplies				
533.521 · Other Operating Supplies	14,468.35	40,000.00	(25,531.65)	36.17%
533.522 · Fuel Expenses	7,730.26	5,000.00	2,730.26	154.61%
533.523 · Uniforms	129.07	750.00	(620.93)	17.21%
Total 533.52 · Operating Supplies	22,327.68	45,750.00	(23,422.32)	48.80%
533.54 · BooksPublicaSubscripMemberships	0.00	6,300.00	(6,300.00)	0.00%
533.55 · Training	490.00	1,500.00	(1,010.00)	32.67%
533.59 · Depreciation	946.22	0.00	946.22	
533.599 · Water Taxes	14,819.73	0.00	14,819.73	
Total 533.30 · Operating Expenditures/Expenses	196,032.99	257,050.00	(61,017.01)	76.26%
533.60 · Capital Outlay				
533.63 · Infrastructure				
533.631 · In house water projects	0.00	0.00	0.00	
533.632 · Water Distribution System	0.00	0.00	0.00	
533.633 · Water other capital cost AWS	0.00	272,500.00	(272,500.00)	0.00%
Total 533.63 · Infrastructure	0.00	272,500.00	(272,500.00)	0.00%
533.64 · Machinery & Equipment	0.00	0.00	0.00	

Town of Lake Hamilton Financial/Budget Report FY 2022-2023 YTD
Quarter 1 & Quarter 2 - 10/1/2022 - 3/31/2023

	<u>Oct '22 - Mar 23</u>	<u>Budget</u>	<u>Over / (Under)</u>	<u>% of Budget</u>
Total 533.60 · Capital Outlay	0.00	272,500.00	(272,500.00)	0.00%
533.70 · Debt Service				
533.71 · Principal				
533.712 · 2021 WDS lines	40,387.50	0.00	40,387.50	
533.713 · Water Treatment Plant	0.00	0.00	0.00	
Total 533.71 · Principal	40,387.50	0.00	40,387.50	
533.73 · Other Debt Service Costs				
533.731 · Hydrogen Sulfide Debt Service	0.00	0.00	0.00	
Total 533.73 · Other Debt Service Costs	0.00	0.00	0.00	
Total 533.70 · Debt Service	40,387.50	0.00	40,387.50	
Total 533.00 · Water Utility Services	338,635.13	759,348.00	(420,712.87)	44.60%
<i>534.00 · Sanitation</i>				
534.10 · Personnel Services				
534.12 · Regular Salaries & Wages	12,696.45	38,355.00	(25,658.55)	33.10%
534.21 · FICA Taxes	958.94	2,934.00	(1,975.06)	32.68%
534.22 · Retirement Contributions	180.00	2,301.00	(2,121.00)	7.82%
534.23 · Life and Health Insurance	4,586.05	11,212.00	(6,625.95)	40.90%
Total 534.10 · Personnel Services	18,421.44	54,802.00	(36,380.56)	33.61%
534.30 · Operating Expenditures/Expenses				
534.31 · Professional Services	65,664.28	200,000.00	(134,335.72)	32.83%
534.34 · Other Services	0.00	0.00	0.00	
534.41 · Communication Services	0.00	0.00	0.00	
534.46 · Repair & Maintenance Services	5,579.25	7,500.00	(1,920.75)	74.39%
534.51 · Office Supplies	0.00	0.00	0.00	
534.52 · Operating Supplies				
534.521 · Other Operating Supplies	268.43	2,000.00	(1,731.57)	13.42%
534.522 · Fuel Expenses	2,904.24	6,000.00	(3,095.76)	48.40%
534.523 · Uniforms	129.06	350.00	(220.94)	36.87%
534.52 · Operating Supplies - Other	188.01	0.00	188.01	
Total 534.52 · Operating Supplies	3,489.74	8,350.00	(4,860.26)	41.79%
534.55 · Training	0.00	1,000.00	(1,000.00)	0.00%
Total 534.30 · Operating Expenditures/Expenses	74,733.27	216,850.00	(142,116.73)	34.46%
534.60 · Capital Outlay				
534.64 · Machinery & Equipment	0.00	0.00	0.00	
Total 534.60 · Capital Outlay	0.00	0.00	0.00	
534.70 · Debt Service				
534.71 · Principal	0.00	0.00	0.00	
Total 534.70 · Debt Service	0.00	0.00	0.00	
Total 534.00 · Sanitation	93,154.71	271,652.00	(178,497.29)	34.29%
<i>535.00 · Sewer / Wastewater Services</i>				
535.10 · Personnel Services				
535.12 · Regular Salaries & Wages	0.00	91,953.00	(91,953.00)	0.00%
535.15 · Special Pay	0.00	0.00	0.00	
535.21 · FICA Taxes	0.00	7,034.00	(7,034.00)	0.00%
535.22 · Retirement Contributions	0.00	1,498.00	(1,498.00)	0.00%
535.23 · Life and Health Insurance	1,834.42	22,424.00	(20,589.58)	8.18%
Total 535.10 · Personnel Services	1,834.42	122,909.00	(121,074.58)	1.49%
535.30 · Operating Expenditures/Expenses				
535.31 · Professional Services	101,607.68	25,000.00	76,607.68	406.43%
535.32 · Accounting & Auditing	0.00	0.00	0.00	
535.40 · Travel and Per Diem	0.00	0.00	0.00	
535.41 · Communication Services	0.00	1,500.00	(1,500.00)	0.00%
535.43 · Utility Services	1,288.12	2,000.00	(711.88)	64.41%

Town of Lake Hamilton Financial/Budget Report FY 2022-2023 YTD
Quarter 1 & Quarter 2 - 10/1/2022 - 3/31/2023

Oct '22 - Mar 23

Budget

Over / (Under)

% of Budget

535.45 · Insurance	0.00	7,000.00	(7,000.00)	0.00%
535.46 · Repair & Maintenance Services	0.00	7,000.00	(7,000.00)	0.00%
535.52 · Operating Supplies	5,669.41	18,000.00	(12,330.59)	31.50%
535.54 · BooksPublicaSubscripMemberships	0.00	250.00	(250.00)	0.00%
535.55 · Training	190.00	1,000.00	(810.00)	19.00%
Total 535.30 · Operating Expenditures/Expenses	108,755.21	61,750.00	47,005.21	176.12%
535.60 · Capital Outlay				
535.63 · Infrastructure	755,894.21	10,960,120.00	(10,204,225.79)	6.90%
535.64 · Machinery & Equipment	0.00	0.00	0.00	
535.65 · INFRASTRUCTURE (319 Sewer Cnnt)	562,103.51	838,621.00	(276,517.49)	67.03%
Total 535.60 · Capital Outlay	1,317,997.72	11,798,741.00	(10,480,743.28)	11.17%
535.70 · Debt Service				
535.71 · Principal	0.00	0.00	0.00	
Total 535.70 · Debt Service	0.00	0.00	0.00	
Total 535.00 · Sewer / Wastewater Services	1,428,587.35	11,983,400.00	(10,554,812.65)	11.92%
Total Physical Environment	1,860,377.19	13,014,400.00	(11,154,022.81)	14.29%

540.00 · Transportation

541.00 · Road & Street Facilities

541.10 · Personnel Services				
541.12 · Regular Salaries & Wages	33,087.55	33,835.00	(747.45)	97.79%
541.14 · Overtime	21.90	2,588.00	(2,566.10)	0.85%
541.21 · FICA Taxes	2,549.32	2,030.00	519.32	125.58%
541.22 · Retirement Contributions	50.00	11,212.00	(11,162.00)	0.45%
541.23 · Life and Health Insurance	4,586.05	0.00	4,586.05	
Total 541.10 · Personnel Services	40,294.82	49,665.00	(9,370.18)	81.13%
541.30 · Operating Expenditures/Expenses				
541.31 · Professional Services	0.00	0.00	0.00	
541.41 · Communication Services	0.00	0.00	0.00	
541.43 · Utility Services	0.00	0.00	0.00	
541.453 · NPDES/Stormwater Expense	135.00	10,000.00	(9,865.00)	1.35%
541.46 · Repair & Maintenance Services	8,537.71	10,000.00	(1,462.29)	85.38%
541.52 · Operating Supplies				
541.521 · Other Operating Supplies	1,339.67	5,000.00	(3,660.33)	26.79%
541.522 · Fuel Expenses	2,080.78	3,000.00	(919.22)	69.36%
541.523 · Uniforms	129.06	500.00	(370.94)	25.81%
Total 541.52 · Operating Supplies	3,549.51	8,500.00	(4,950.49)	41.76%
541.53 · Road Materials & Supplies	3,085.81	10,000.00	(6,914.19)	30.86%
541.55 · Training	0.00	0.00	0.00	
Total 541.30 · Operating Expenditures/Expenses	15,308.03	38,500.00	(23,191.97)	39.76%
541.60 · Capital Outlay				
541.62 · Parks Impact Fees (Restricted)	0.00	70,700.00	(70,700.00)	0.00%
541.63 · Infrastructure	0.00	2,475,000.00	(2,475,000.00)	0.00%
541.64 · Machinery & Equipment	28,089.96	0.00	28,089.96	
Total 541.60 · Capital Outlay	28,089.96	2,475,000.00	(2,446,910.04)	1.13%
Total 541.00 · Road & Street Facilities	83,692.81	2,633,865.00	(2,550,172.19)	3.18%
Total All Transportation	83,692.81	2,633,865.00	(2,550,172.19)	3.18%

570.00 · Culture & Recreation

572.00 · Parks and Recreation

572.10 · Personnel Services				
572.12 · Regular Salaries & Wages	16,311.87	38,494.00	(22,182.13)	42.38%
572.21 · FICA Taxes	1,313.40	2,945.00	(1,631.60)	44.60%
572.22 · Retirement Contributions	584.98	2,310.00	(1,725.02)	25.32%

Town of Lake Hamilton Financial/Budget Report FY 2022-2023 YTD
Quarter 1 & Quarter 2 - 10/1/2022 - 3/31/2023

	<u>Oct '22 - Mar 23</u>	<u>Budget</u>	<u>Over / (Under)</u>	<u>% of Budget</u>
572.23 · Life and Health Insurance	917.21	11,212.00	(10,294.79)	8.18%
572.10 · Personnel Services - Other	0.00	0.00	0.00	
Total 572.10 · Personnel Services	19,127.46	54,961.00	(35,833.54)	34.80%
572.30 · Operating Expenditures/Expenses				
572.31 · Professional Services	0.00	0.00	0.00	
572.41 · Communication Services	0.00	0.00	0.00	
572.43 · Utility Services	0.00	0.00	0.00	
572.46 · Repair & Maintenance Services	591.86	10,000.00	(9,408.14)	5.92%
572.52 · Operating Supplies				
572.521 · Other Operating Supplies	1,301.90	4,500.00	(3,198.10)	28.93%
572.522 · Fuel Expenses	1,746.56	3,500.00	(1,753.44)	49.90%
572.523 · Uniforms	256.51	350.00	(93.49)	73.29%
Total 572.52 · Operating Supplies	3,304.97	8,350.00	(5,045.03)	39.58%
Total 572.30 · Operating Expenditures/Expenses	3,896.83	18,350.00	(14,453.17)	21.24%
572.60 · Capital Outlay				
572.62 · Infrastructure (FRDAP)	101,019.00	100,000.00	1,019.00	101.02%
572.64 · Machinery & Equipment	0.00	0.00	0.00	
Total 572.60 · Capital Outlay	101,019.00	0.00	101,019.00	
572.90 · Other Uses		46,100.00	(46,100.00)	0.00%
Total All Culture & Recreation	124,043.29	219,411.00	(95,367.71)	56.53%
574.00 · Special Events				
574.31 · Professional Services (Firewrk)	0.00	15,000.00	(15,000.00)	0.00%
574.48 · Promotional Activities	18,096.17	10,000.00	8,096.17	180.96%
574.00 · Special Events - Other	0.00	0.00	0.00	
Total 574.00 · Special Events	18,096.17	25,000.00	(6,903.83)	72.38%
Total All Special Events	142,139.46	244,411.00	(102,271.54)	58.16%
590.100 · Muni-Link Dep Refund Clearing	28.21	0.00	28.21	
Total Expense	3,057,895.79	19,932,287.00	(16,874,391.21)	15.34%
Net Income	3,460,379.53	19,932,287.00	(16,471,907.47)	17.36%



TOWN OF LAKE HAMILTON ADVISORY BOARD APPLICATION

Select One Advisory Board: ☒

- ☐ Charter Review Committee
 ☐ Planning and Zoning Board
 ☐ Centennial Committee
☐ Zoning Adjustments & Appeals Board
☒ Parks & Recreation Advisory Board

ONLY Lake Hamilton Residents shall be appointed to Town Advisory Boards.

Name: Tammy Pence Email: tpence51@yahoo.com
 Physical Address: 1204 W Bryant Ave
 Mailing Address: PO Box 125
 Home Phone #: _____ Cell #: 863-216-4376
 Employer: Retired

Please answer the following Questions:

Are you a resident in the Town of Lake Hamilton? Yes ☒ No ☐
 Are you currently a Homeowner ☒ or Renter ☐ in the Town of Lake Hamilton? Yes ☒ No ☐
 Are you a registered voter in the Town of Lake Hamilton? Yes ☒ No ☐
 How long have you lived in Lake Hamilton? Years/Months: 1997
 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 112.3145, any individual appointed to an advisory board within a municipality shall be required to submit a Disclosure of Financial Interest Statement, CE Form 1, annually to the Supervisor of Elections of Polk County on or before July 1st of each year.

Applicant's Signature: Tammy Pence Date: 4-13-2023

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 advisory board? Yes ☒ No ☐

Advisory Board Appointment: _____ ☒ Appointment ☐ Reappointment

Date of Appointment: _____ ☒ Primary ☐ Alternate

Mayor's Signature _____ Date _____

February 17, 2023

Proposal No. LAKHA21008P

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

RE: SUPPLEMENTAL AGREEMENT TO MASTER AGREEMENT – PHASE 2 WASTEWATER TREATMENT FACILITY 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 funding application assistance for the Town's planned Phase 2 Wastewater Treatment and Disposal Facility.

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 LAKHA21008P

SUPPLEMENTAL AGREEMENT TO CONTINUING AGREEMENT

By and Between

TOWN OF LAKE HAMILTON - and – PENNONI ASSOCIATES

Project

PHASE 2 WASTEWATER TREATMENT FACILITY DESIGN

- 1.0 GENERAL:** This is Supplemental Agreement LAKHA22008 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) is building a new Wastewater Treatment Facility (WWTF) with a 249,000 capacity (Phase 1), which is anticipated to be operational in the Summer of 2023. The Phase 1 WWTF is being built on a 19.7 acre parcel and will consist of a modest dual train concrete packaged plant, which the Town desired to expedite implementation time and to reduce costs. Effluent disposal will be achieved by utilizing two new on-site Rapid Infiltration Basins (RIBs) having an approved Phase 1 total capacity of 249,000 gpd.

To meet additional customer demands, the Town desires to now proceed with design efforts for a 0.5 MGD Phase 2 WWTF to make it possible for bidding and construction to be initiated in the Winter of 2023 after Phase 1 facility becomes operational. The Town desires to achieve “shovel-ready” status for the Phase 2 Project by July 2023 with the hope of obtaining FDEP State Revolving Fund (SRF) construction loan and grant funding. The ability to secure said funding will in part be dependent on the Town’s ability to pay back loan funding from projected new residential homes that are anticipated to be constructed in 2023 and thereafter.

The Phase 2 WWTF will expand on the modest Phase 1 packaged plant approach; however, it will also include a custom elevated structure with grit removal, mechanical screening, and flow bypass facilities. However, design of the Phase 2 improvements will be mindful of the Town’s goal to ultimately facilitate a Phase 3 expansion that would include enhanced treatment and nutrient removal

processes to achieve public access reuse water quality standards in accordance with FAC 62-610. The Phase 2 design will need to take into account the Phase 1 improvements and associated design assumptions, which may not be fully built prior to the Phase 2 design efforts. The Town is currently planning to pay for Phase 2 construction with funding contributed by developers and possible loan(s) obtained by the Town. The Town desires for Pennoni to perform facilities planning, design, permitting, SRF Funding Application, and bidding services for the planned 0.5 MGD Phase 2 WWTF.

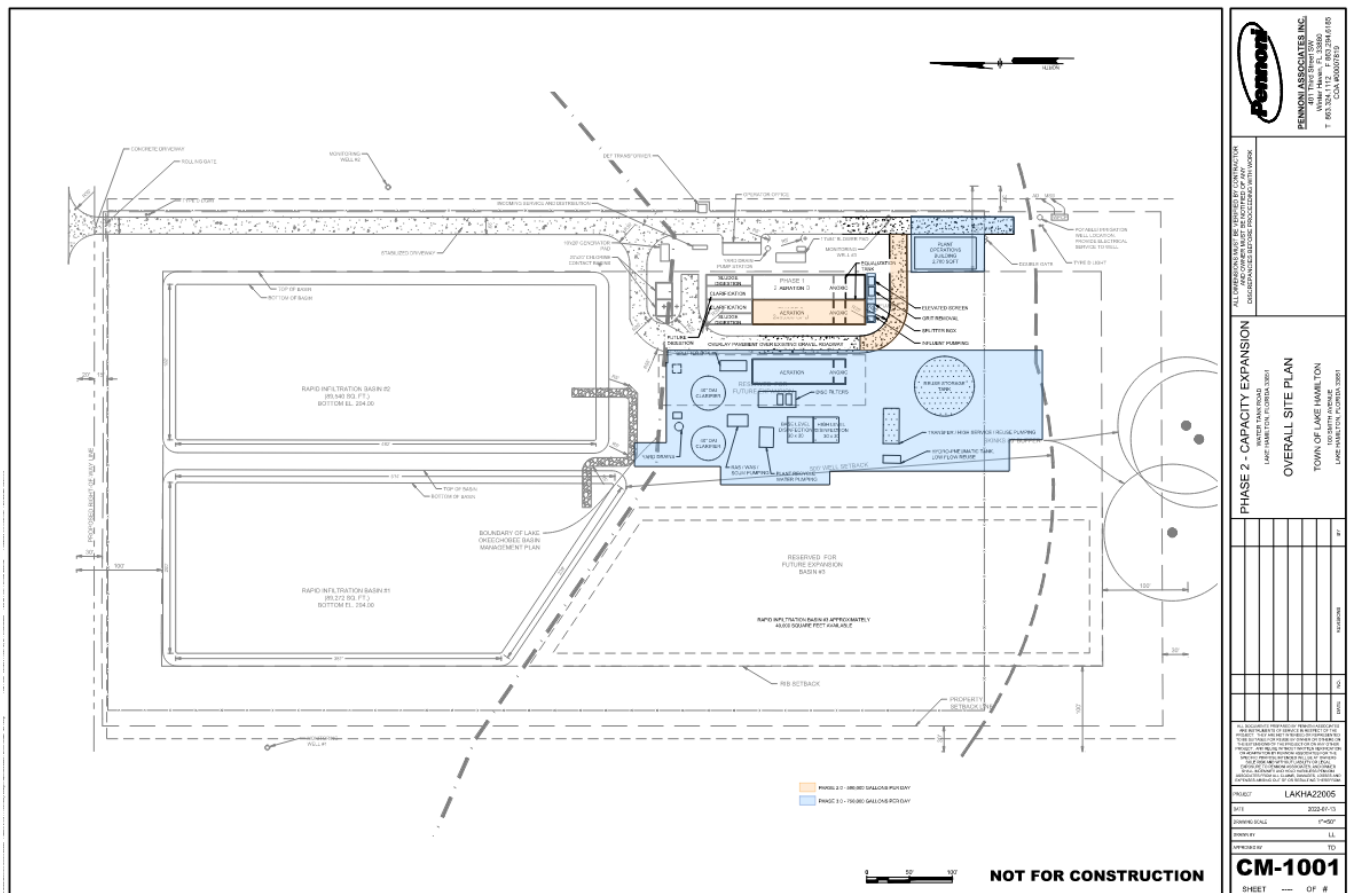


FIGURE 1 – Phase 2 WWTF Site Layout Concept Plan

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

4.1 General:

- The Phase 2 WWTF treatment and disposal improvements will be constructed within Town's existing 19.7 acre parcel recently purchased by the Town.
- A continued minimalistic approach is desired by the Town for Phase 2 to meet budget and schedule limitations (limited oversizing of piping/facilities, temporary Phase 1 office to remain, unpaved road, etc.).
- A packaged WWTF is desired to help reduce the extent of design and minimize costs.

- A rectangular pre-cast post tension concrete packaged WWTF, utilizing a 2-stage biological nutrient removal Modified Ludzack-Ettinger (MLE) Activated Sludge Process, will be utilized as the Basis of Design.
- Design criteria will be provided in the design/bidding documents where feasible to establish performance standards for the WWTF vendor and/or contractor to meet (packaged plant, electrical, etc.).
- Design average day flows will be 0.50 MGD for Phase 2.
- 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 memorandum dated February 8, 2023 will serve as the overall Basis of Design.
- Class 3 reliability standards will be incorporated within the design.

4.2 Phase 1 WWTF Process Components:

- The Phase 1 WWTF will be constructed in substantial conformance with the Phase 1 design plans, which will be assumed to be the existing conditions for the Phase 2 improvements design.
- Clarifiers, disinfection feed equipment and basins, and digestors constructed during Phase 1 were oversized to accommodate 500,000 gpd and as such do not need to be modified for Phase 2.
- Backup generator provided in Phase 1 is assumed to be large enough to accommodate the Phase 2 expansion, and no additional back-up power will be provided.
- As feasible, the design will allow for existing Phase 1 WWTF to stay in operation during construction and otherwise attempt to minimize downtime and interruptions.

4.3 Phase 2 WWTF Components:

- Elevated headworks structure including screening (single mechanical screen and single manual backup bar-screen) and grit removal system (two).
- Two surge tanks (120,000 gallon total capacity) will be provided as required by FDEP, which was removed during Phase 1 as a result of value engineering to reduce cost after bids were received.
- Controls – Phase 1 controls (relay logic local control panels) will remain (ie. motor starters are mounted in local control panels, no MCC, no PLC control panel, no SCADA interface, etc.).
- Power Supply – extend the electrical service to the phase 2 components, 480-volt components, no transformer modifications, etc.
- Remote process information and alarming will continue to be made thru a cellular communication system (auto-dialer).

4.4 Effluent Reuse/Disposal:

- RIB loading and disposal rate: Town ultimately desires to re-rate the Phase 1 RIBs to achieve additional capacity up to a maximum of 9-inches per day. However, due to the timing of residential home buildout and associated lack of significant wastewater flows from residential customers prior to the Phase 2 design, it will likely not be possible to collect and provide RIB loading vs groundwater mounding data to FDEP as part of the Phase 2 design/permitting.

Therefore, the Phase 2 FDEP permit for disposal will not be increased and will remain at 249,000 gpd until after the RIBs are loaded with effluent for a period of time acceptable to FDEP.

- The two Phase 1 RIBs will continue to be utilized at the previously permitted capacity of 0.249 MGD.

4.5 Site Improvements:

- Access road – existing stabilized roads (not paved) will be modified to accommodate the Phase 2 improvements.
- Minimal improvements for additional tank lighting, (no grading, and stormwater management infrastructure for the treatment facility area will be provided).
- Site security will not be modified.
- Landscaped buffer and irrigation system on the north, east, and west side of the site is assumed adequate and will not be modified (Town to lead a separate effort with assistance of a developer to provide buffer).
- Site stormwater management system will require a modest modification for the access road modification (30 feet +/-extension, structure, etc.) and an associated FDEP permit modification will be obtained.

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, and other available data for 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 WWTF expansion 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 Main Street wastewater transmission system improvements Project, to achieve overall economy of scale cost savings in the fee proposed herein.
- 6.1.5 Environmental Report** – Review, perform an abbreviated desktop analysis of readily available environmental data, and update the Phase 1 SRF Environmental Report(s)

to accommodate the Phase 2 project. It is assumed that no additional field work and analyses will be required as the Phase 2 scope will be conducted within the previously disturbed and evaluated Phase 1 Project area (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 – Provide technical data to the Town to support its effort to prepare the SRF Funding Application. Pennoni will compile the Town's capital finance plan, funding application, and facilities plan and submit to FDEP. Town will provide 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 Existing Conditions Review: Review Phase 1 WWTF 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 WWTF design.
- 6.2.3 Geotechnical Engineering – Coordinate with our geotechnical sub-consultant Universal Engineering to perform a single SPT boring at the proposed location of the headworks structure and prepare an associate design report to establish the structural and foundation design recommendations.
- 6.2.4 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 WWTF 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.

6.3 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, Structural, and Electrical design plans and performance criteria to help construct the proposed improvements.

- 6.3.2** City 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** Topographic/As-built Survey Review: Review Phase 1 Contractor's As-built survey and drawings to confirm all design/as-built elevations and locations of critical facility components were achieved and can reasonably be utilized as the "existing conditions" for the Phase 2 design and construction efforts. Minor Phase 1 design deviations will be incorporated into a final "conformed" set of Phase 2 design drawings. If major Phase 1 discrepancies are identified, additional compensation may be necessary if redesign Phase 2 is necessitated due to survey elevation, layout, and/or position deviations.
- 6.3.4** Opinion of Probable Cost: At the 100% completion milestone, prepare an opinion of probable construction cost and submit it to the Town
- 6.3.5** 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 Modification Application for the proposed facilities which will include a Design Report for treatment plant capacity expansion (no effluent disposal RIB capacity improvements) and updated groundwater monitoring plan as required by FDEP which will summarize detailed design information for the proposed improvements. Submit the completed permit application to FDEP. We will respond to FDEP questions or one Request for additional Information.
- 6.4.2** FDEP Letter of Inquiry: Prepare and submit an Environmental Resource Permit (ERP) letter of inquiry to show proposed minor drainage plan and site layout revisions for the new facility.

6.5 Bidding Phase: Pennoni will provide assistance to the Town in obtaining, receiving, and evaluating bids and awarding and executing the Construction Contract as described below.

- 6.5.1** Pre-Bid Conference: Conduct a Pre-Bid Conference to review and answer questions from prospective bidders regarding the Construction Documents and to tour the Project Site as needed.

6.5.2 Respond to Questions: Provide written responses to questions from bidders.

6.5.3 Addenda: Prepare and issue Addenda to the Construction Documents, if required, which will address the questions raised at the Pre-Bid Conference and respond to other issues and questions.

6.5.4 Bid Review: Review bids submitted to the Town, tabulate the bids, check the low bidders' references, and submit a bid award letter of recommendation for the lowest, responsible bidder.

6.5.5 Construction Contract: After the Town awards the bid, assist with preparing and executing the Construction Contract.

6.6 **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, biological, endangered species, etc.)
- FDEP State Revolving Fund (SRF) coordination, applications, reviews, 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
- 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 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	\$16,000
B. Preliminary Engineering Phase	\$22,000
C. Permitting Phase	\$16,000
D. Design Phase	\$226,000
E. Bidding Phase	\$14,000
Total.....	\$294,000

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 SERVCIES 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.

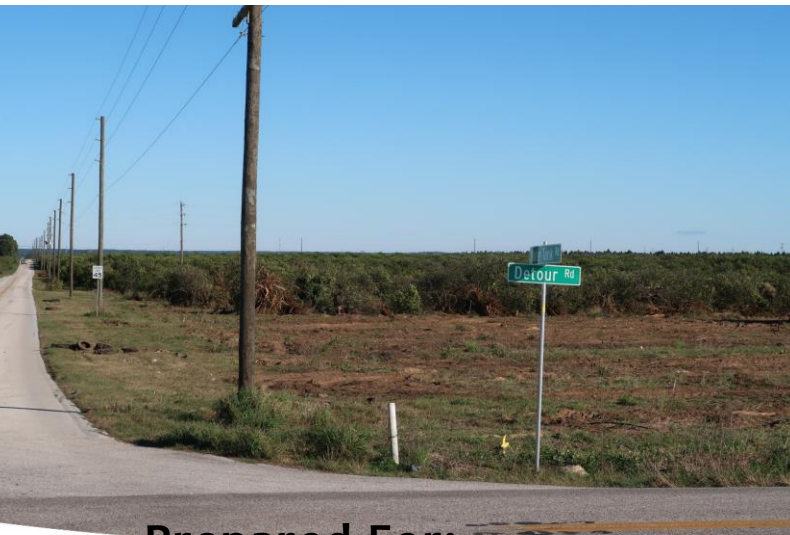


BY: _____
Steven Elias, Associate Vice President

DATE: 2/17/23 _____

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

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
2-8-23

- 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
2-8-23

- 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

2-8-23

- 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
2-8-23

	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 ¹	4.5"/day ²
Rib #2	4.5"/day	4.5"/day ¹	4.5"/day ²
Rib #3	- ³	- ³	- ³
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- ⁴	-	-	-
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
2-8-23

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	0.500	347	1.0
Max 3 Month ADF	0.550	382	1.1
Maximum daily flow	0.600	416	1.2
Peak hourly flow	0.650	451	1.3
Peak instantaneous	0.900	625	1.8

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

Parameter	Average Monthly	Maximum Monthly Average
CBOD ₅	360	396
Suspended Solids	300	330
Ammonia as N	40	44
TKN as N	60	66

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

Parameter	Average Monthly mg/l	Effluent Design Calculation mg/l
CBOD ₅	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 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 ₅	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 Factor
Annual Average Daily Flow	0.750	521	1.0
Max 3 Month ADF	0.825	573	1.1
Maximum daily flow	0.900	625	1.2
Peak hourly flow	0.975	677	1.3
Peak instantaneous	1.350	937	1.8

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

Parameter	Average Monthly	Maximum Monthly Average
CBOD ₅	360	396
Suspended Solids	300	330
Ammonia as N	40	44
TKN as N	60	66

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

Parameter	Average Monthly mg/l	Effluent Design Calculation mg/l
CBOD ₅	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

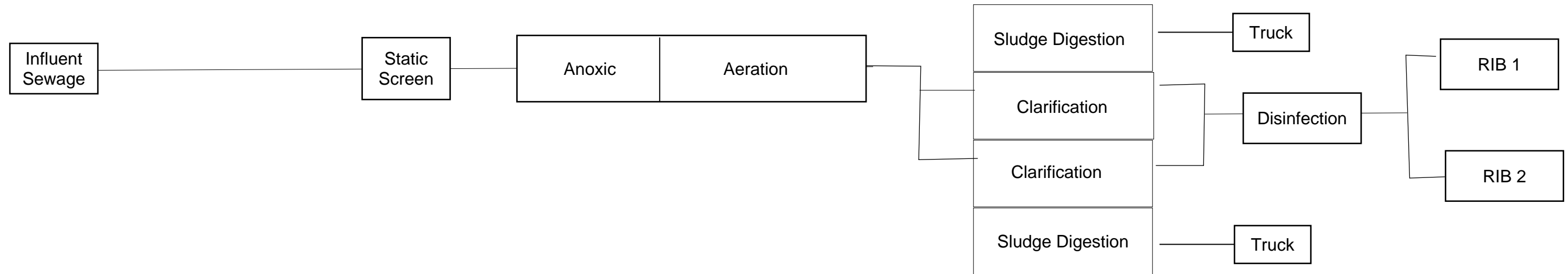
Table 2-4 Design Basis: Influent Mass / Effluent Mass / Removed
Mass, pounds per day

Parameter	Influent		Effluent	Removed	
	Avg	Max	Avg	Avg	Max
	ppd	ppd	ppd	ppd	ppd
CBOD ₅	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		

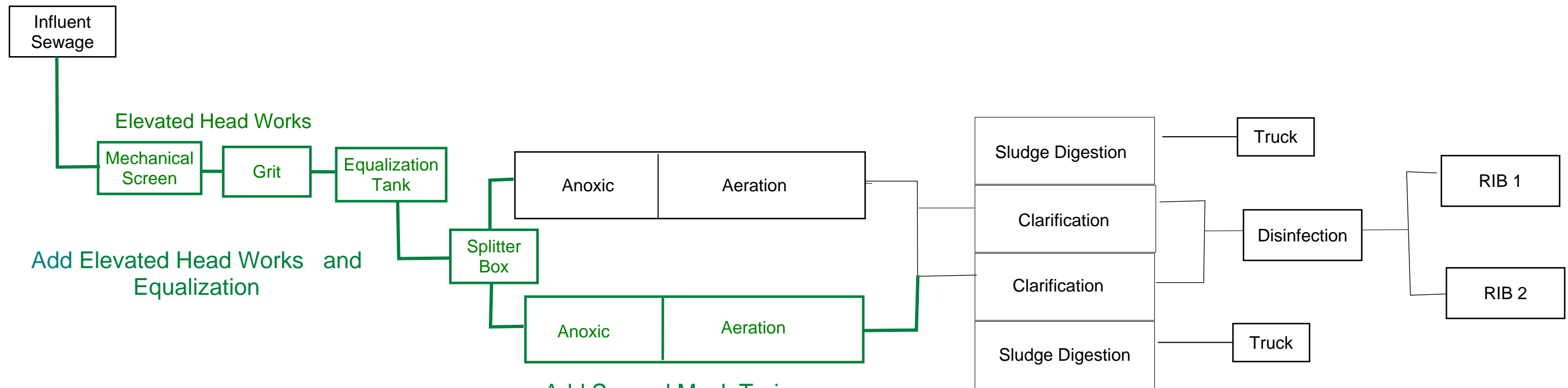
FIGURES 1A & 1B

WWTF Process Block Diagrams

Figure 1 A
Phase 1 and Phase 2 Process Block Diagrams

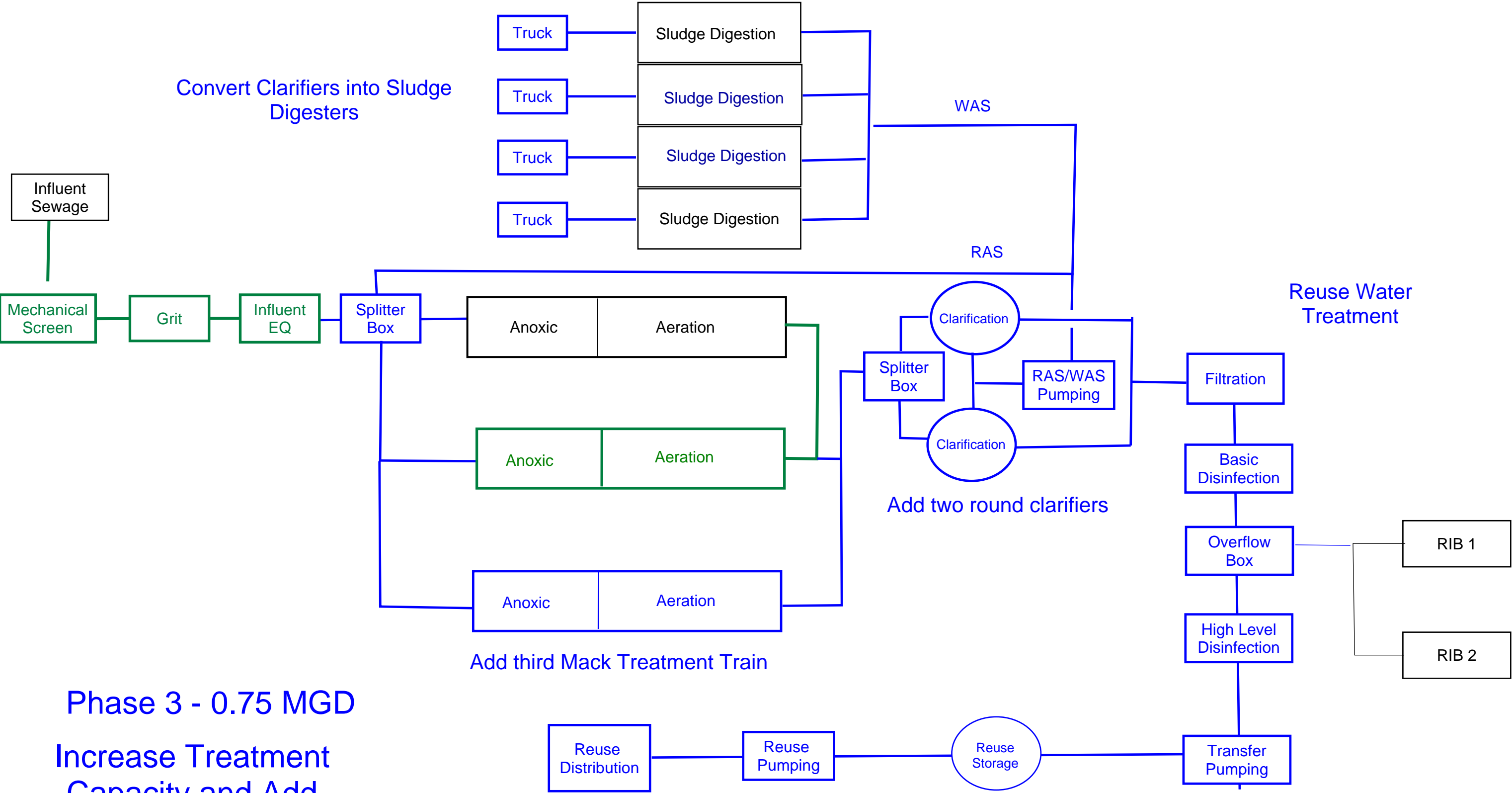


Phase 1 - 0.249 MGD



Phase 2 - 0.5 MGD
Increase Treatment Capacity

Figure 1 B
Phase 3 Process Block Diagram



Phase 3 - 0.75 MGD
Increase Treatment
Capacity and Add
Reclaim Water

Reuse Water Storage and Distribution

Reuse Water
Treatment

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

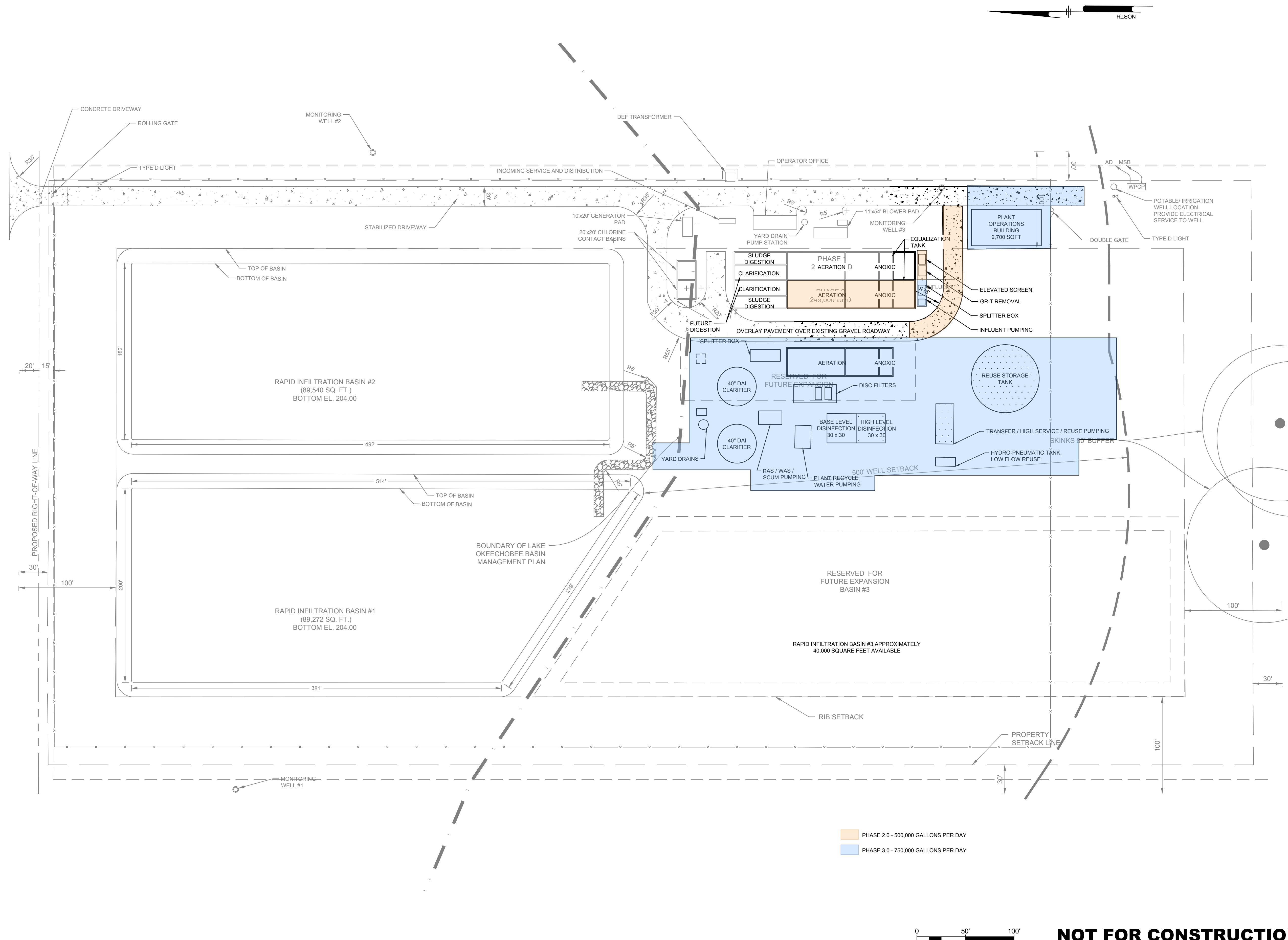
NO.	DATE	REVISIONS	BY

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

RESOLUTION R-2023-07

A RESOLUTION OF THE TOWN OF LAKE HAMILTON, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the State Revolving Fund loan priority list designates Project No. WW53165 as eligible for available funding; and

WHEREAS, the Town of Lake Hamilton, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing.

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

SECTION 1.

The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION 2.

The Town of Lake Hamilton, Florida, is authorized to apply for a loan to finance the Project.

SECTION 3.

The revenues pledged for the repayment of the loan are *net water and sewer system revenues* after payment of debt service on the Town's 2011 USDA Loan and 2020 USDA Loan.

SECTION 4.

The Town Administrator is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION 5.

The *Mayor* is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The *Mayor* is authorized to represent the Town in carrying out the Town's responsibilities under the loan agreement. The *Mayor* is authorized to delegate responsibility to appropriate Town staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION 6.

The legal authority for borrowing moneys to construct this Project is Title XII Municipalities, Section 166.011, Florida Statutes.

SECTION 7.

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

SECTION 8.

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

SECTION 9. EFFECTIVE DATE.

This Resolution shall become effective immediately upon its passage and adoption.

INTRODUCED and PASSED at the regular meeting of the Town Council of the Town of Lake Hamilton, Florida, held this 2nd day of May 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		
Slavens		
Wagner		
Kehoe		

CHRISTMAN LAW, P.L.

a professional limited liability company

613 31st Street
Niceville, Florida 32578
hrchristman@icloud.com
(863)224-8900

April 27, 2023

Ms. Shanin Speas-Frost
Program Administrator
State Revolving Fund Management
3900 Commonwealth Blvd., Mail Station 3505
Tallahassee, Florida 32399-3000

Re: 53165 – Lake Hamilton
Project Name: Monroe St. Water Treatment Plant (WTP) Improvements

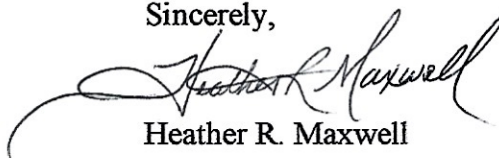
Dear Ms. Speas-Frost:

I am the duly appointed Town Attorney for the Town of Lake Hamilton. The Town proposes to borrow \$624,500 (\$312,250 principal forgiveness amount plus \$312,250 to be repaid) from the State Revolving Fund for construction of Town water treatment facilities. The loan will be secured by the net revenues of the Town's utility system and the pledged revenues are legally available to pledge. The Town of Lake Hamilton has the legal authority to increase rates to ensure repayment of the loan.

The pledge on revenues is subject to a prior lien with the following issues:

- (1) Town of Lake Hamilton, Florida, Water and Sewer System Revenue Bonds, Series 2012.
- (2) Town of Lake Hamilton, Florida, Water and Sewer System Refunding Revenue Bonds, Series 2020.

Sincerely,



Heather R. Maxwell
Town Attorney

RESOLUTION R-2023-08

A RESOLUTION OF THE TOWN OF LAKE HAMILTON, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the State Revolving Fund loan priority list designates **Project No. WW53164** as eligible for available funding; and

WHEREAS, the Town of Lake Hamilton, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing.

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

SECTION I.

The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION II.

The Town of Lake Hamilton, Florida, is authorized to apply for a loan to finance the Project.

SECTION III.

The revenues pledged for the repayment of the loan are net sewer system revenues **and Utility Service Tax for Electricity** after payment of debt service on the **Town's SRF Loan WW531640**

SECTION IV.

The Town Administrator is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION V.

The Mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The Mayor is authorized to represent the Town in carrying out

the Town's responsibilities under the loan agreement. The Mayor is authorized to delegate responsibility to appropriate Town staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION VI.

The legal authority for borrowing moneys to construct this Project is 166.111, Florida Statutes.

SECTION VII.

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

SECTION VIII.

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

SECTION IX.

This Resolution shall become effective immediately upon its passage and adoption.

INTRODUCED and PASSED at the regular meeting of the Town Council of the Town of Lake Hamilton, Florida, held this 2nd day of May 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		
Slavens		
Wagner		
Kehoe		

CHRISTMAN LAW, P.L.

a professional limited liability company

613 31st Street
Niceville, Florida 32578

April 26, 2023

Ms. Teresa Robinson
Program Administrator
State Revolving Fund Management
3900 Commonwealth Blvd., Mail Station 3505
Tallahassee, Florida 32399-3000

Re: WW531642 – Town of Lake Hamilton, Florida
Wastewater Treatment Facility

Dear Ms. Robinson:

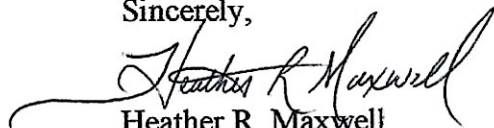
I am the duly appointed Town Attorney for the Town of Lake Hamilton, Florida. The Town proposes to borrow \$3,937,764 from the State Revolving Fund for construction of Town wastewater treatment facilities (Total funding \$8,390,599; Principal forgiveness: \$4,452,835; Loan Amount: \$3,937,764). The loan will be secured by the net revenues of the Town's water and sewer system and Town's Utility Service Tax for Electricity, and the pledged revenues are legally available to pledge. The Town of Lake Hamilton has the legal authority to increase rates to ensure repayment of the loan.

The pledge on revenues is subject to a prior lien with the following issues:

- (1) Town of Lake Hamilton, Florida, SRF Loan for project WW531640;
- (2) Town of Lake Hamilton, FL Water System Revenue Bonds, Series 2012;
- (3) Town of Lake Hamilton, FL Water System Revenue Bonds, Series 2020.

Please feel free to contact me should you have any questions.

Sincerely,



Heather R. Maxwell
Lake Hamilton, Town Attorney

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RESOLUTION R-2023-09

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORDIA, VACATING A PORTION OF WHITE CLAY PIT ROAD, A MAINTAINED RIGHT-OF-WAY LYING AND SITUATE WTIHIN THE CORPORATE LIMITS OF THE TOWN OF LAKE HAMILTON, POLK COUNTY, FLORIDA, AS SHOWN ON POLK COUNTY MAINTENANCE MAP BOOK 2, PAGE 146, OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, request has been made that the Town Council of the Town of Lake Hamilton, Florida, a municipal corporation of the State of Florida, to close, abandon, and vacate a portion of White Clay Pit Road, a maintained right-of-way lying within the corporate boundaries of the Town of Lake Hamilton, Polk County, Florida, as generally shown on Polk County Maintenance Map Book 2, Page 146, of the Public Records of Polk County, the portion thereof to be vacated being specifically legally described on Exhibit “A” attached hereto and made a part hereof; and

WHEREAS, the Petitioner has filed for approval and recording by the Town Council of the Town of Lake Hamilton the “Scenic Terrace South Phase 1” Plat, therein dedicating to the public and the Town of Lake Hamilton the parcel of land being vacated pursuant to this Resolution; and

WHEREAS, the Town Council of the Town of Lake Hamilton, Florida, has deemed it to be in the best in interests of the Town of Lake Hamilton, to vacate the portion of White Clay Pit Road described in Exhibit “A”.

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

SECTION 1.

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That the certain maintained right-of-way described at Exhibit “A” hereto is hereby vacated, abandoned, and closed and all rights of the Town and the public in and to said rights-of-way and the land in connection therewith be and are hereby renounced.

INTRODUCED AND PASSED at the regular meeting of the Town Council of Lake Hamilton, Florida, held this 2ND day of May 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		
Slavens		
Wagner		
Kehoe		

ORDINANCE O-23-04

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 ADMINSTRATIVE 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 (h) and shall read as follows:

Sec. 32-8 h/ - 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 7th day of March 2023.

PASSED AND ADOPTED on second reading this 2nd day of May 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		
Slavens		
Wagner		
Kehoe		

ORDINANCE O-23-05

AN ORDINANCE OF THE TOWN OF LAKE HAMILTON, FLORIDA AMENDING ORDINANCE O-21-19, WHICH ESTABLISHED THE SCENIC TERRACE SOUTH COMMUNITY DEVELOPMENT DISTRICT; PROVIDING FOR AMENDMENT TO SECTION 5 OF THE ORDINANCE TO CHANGE THE GEOGRAPHICAL BOUNDARIES OF THE DISTRICT PURSUANT TO SECTION 190.046, FLORIDA STATUTES, BY REMOVING APPROXIMATELY 15.699 ACRES OF LAND AND ADDING APPROXIMATELY 30.182 ACRES OF LAND THERETO; PROVIDING FOR AMENDMENT TO ORDINANCE O-21-19, TO FURTHER AMEND EXHIBIT A OF SAID ORDINANCE TO PROVIDE FOR A NEW METES AND BOUNDS LEGAL DESCRIPTION OF THE DISTRICT; PROVIDING FOR THE CORRECTION OF A SCRIVENER'S ERROR TO EXHIBIT A THERETO; PROVIDING FOR ALL OTHER TERMS AND CONDITIONS TO REMAIN UNCHANGED; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on October 5, 2021, the Town Council of Lake Hamilton, Florida (the "Town Council") pursuant to Section 190.005(2)(a), Florida Statutes, adopted Ordinance O-21-19, which established the Scenic Terrace South Community Development District ("District"); and

WHEREAS, the Town has received from the District a "Petition to Amend the Boundary of the Scenic Terrace South Community Development District," dated December 5, 2022, as amended by the "Amended and Restated Petition to Amend the Boundary of the Scenic Terrace South Community Development District," dated February 21, 2023 (the "Amended Petition"), which Amended Petition is in compliance with the provisions of Section 190.046, Florida Statutes; and

WHEREAS, all interested persons and affected units of general-purpose local government were afforded an opportunity to present oral and written comments on the Amended Petition at a duly noticed public hearing conducted by the Town Council on May 2, 2023, pursuant to Section 190.046(1)(b), Florida Statutes; and

WHEREAS, upon consideration of the record established at that duly noticed hearing, the Town Council has considered the record of the public hearing and the statutory factors set forth in Section 190.046(1)(b), Florida Statutes, in making its determination to grant or deny the Amended Petition; and

WHEREAS, the Town Council, pursuant to the information contained within the Amended Petition and based on an investigation conducted by the Town of Lake Hamilton (the "Town") staff and otherwise being fully advised as to the facts and circumstances contained within the request of the District, finds as follows:

- (1) The statements within the Amended Petition are true and correct; and

(2) The Amended Petition is complete in that it meets the requirements of Section 190.046(1)(a), Florida Statutes (2022); and

(3) The appropriate Town staff have reviewed the Amended Petition of the District on the proposed lands to be included within the District and have advised the Town Council that said Amended Petition is complete and sufficient; and

(4) Amendment of the District boundaries and all land uses and services planned within the District, as amended are not inconsistent with applicable elements or portions of the adopted State Comprehensive Plan or the applicable and effective local comprehensive plans; and

(5) The area of land to be included within the District is of sufficient size, is sufficiently compact, and is sufficiently contiguous to be developed as one functional, interrelated community; and

(6) The District, as amended, is the best alternative available for delivering community development services and facilities to the area that will be served by the District; and

(7) The community development services and facilities of the District, as amended, will not be incompatible with the capacity and uses of existing local and regional community development services and facilities; and

(8) The area that will be served by the District, as amended, is amenable to separate special-district government.

WHEREAS, pursuant to the information stated above, the Town Council has decided to grant the District's Amended and Restated Petition to Amend the Boundary of the Scenic Terrace South Community Development District; and

WHEREAS, the amendment of the District will constitute a timely, efficient, effective, responsive and economic way to deliver community development services in the area described in the Amended Petition; and

WHEREAS, the amendment of the District shall not act to amend any land development approvals governing the land area to be included within the District; and

WHEREAS, upon the effective date of this Ordinance, the Scenic Terrace South Community Development District, as created by general law, will be duly and legally authorized to exist on the proposed property and to exercise all of its general and special powers as limited by law.

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

SECTION 1. TITLE.

This Ordinance shall be known and may be cited as the "Scenic Terrace South Community Development District Boundary Amendment Ordinance No. 1."

SECTION 2. BOARD FINDINGS.

The Board findings set forth in the recitals to this Ordinance are hereby incorporated in this Ordinance.

SECTION 3. AUTHORITY.

This Ordinance is adopted in compliance with and pursuant to the Uniform Community Development District Act of 1980, Chapter 190, Florida Statutes.

SECTION 4. CORRECTION OF SCRIVNER'S ERROR OF LEGAL DESCRIPTION OF ORIGINAL DISTRICT BOUNDARIES.

Exhibit "A" of Ordinance O-21-19, is amended to correct a scrivener's error in the calculation of total acreage in the metes and bounds description for the original District boundaries which accurately depicts the original external boundaries of the District.

SECTION 5. EXTERNAL BOUNDARIES OF THE DISTRICT.

Section 5, External Boundaries of the District, of Ordinance O-21-19, and Exhibit "A" thereto, are hereby amended to add approximately 30.182 acres (inclusive of 9.911 acres previously identified as a proposed future addition parcel pursuant to section 190.046(1)(h)(1), Florida Statutes, together with approximately 20.271 acres of additional land) and to contract approximately 15.699 acres, as described and as set forth in Exhibit "A" of this Ordinance, attached hereto and incorporated herein. Further, the District boundaries, as amended, shall encompass approximately 211.113 acres, more or less.

SECTION 6. ALL OTHER CONDITIONS TO REMAIN UNCHANGED.

All other terms and conditions of Ordinance O-21-19 shall remain unchanged and enforceable in accordance with the terms expressed herein.

SECTION 7. SEVERABILITY.

If any provision of this Ordinance, or the application thereof, is determined by a court of competent jurisdiction to be illegal, invalid, or unenforceable, such provision shall be deemed severable and the remaining provisions shall continue remain in full force and effect provided that the invalid, illegal or unenforceable provision is not material to the logical and intended interpretation of this Ordinance.

SECTION 8. EFFECTIVE DATE.

This Ordinance shall be effective immediately upon receipt of acknowledgement that a copy of this Ordinance has been filed with the Secretary of State.

INTRODUCED, PASSED AND DULY ADOPTED ON FIRST READING by the Town Council of the Town of Lake Hamilton, Florida, meeting in Regular Session this 4th day of April 2023.

INTRODUCED, PASSED AND DULY ADOPTED ON SECOND READING by the Town Council of the Town of Lake Hamilton, Florida, meeting in Regular Session this 2nd day of May 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		
Slavens		
Wagner		
Kehoe		

EXHIBIT "A"**Legal Description of the District**

A PORTION OF LAND LYING IN SECTION 9 AND 10, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTH 1/4 CORNER OF SAID SECTION 9, THENCE RUN SOUTH 00°36'52" EAST ALONG THE WEST LINE OF THE NORTHEAST 1/4 FOR A DISTANCE OF 1371.46 FEET; THENCE DEPARTING SAID WEST LINE RUN NORTH 89°23'08" EAST FOR A DISTANCE OF 37.81 FEET TO THE POINT OF BEGINNING; THENCE RUN THE FOLLOWING COURSES AND DISTANCES ALONG THE SOUTH RIGHT OF WAY LINE OF WHITE CLAY PIT ROAD, AS RECORDED IN MAP BOOK 2, PAGES 146 THROUGH 156, PUBLIC RECORDS OF POLK COUNTY FLORIDA: NORTH 69°21'25" EAST, 47.30 FEET; SOUTH 89°17'17" EAST, 1240.44 FEET; NORTH 89°45'07" EAST, 1310.06 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF DETOUR ROAD, AS RECORDED IN MAP BOOK 1, PAGES 14 THROUGH 17, AFORESAID PUBLIC RECORDS OF POLK COUNTY FLORIDA; THENCE RUN SOUTH 00°40'51" EAST ALONG SAID WEST RIGHT OF WAY LINE FOR A DISTANCE OF 641.71 FEET TO THE INTERSECTION OF SAID WEST LINE AND THE WESTERLY EXTENSION OF THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF AFORESAID SECTION 10; THENCE RUN NORTH 89°18'18" EAST ALONG SAID WESTERLY EXTENSION AND THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, ALSO BEING THE SOUTH LINE OF QUAIL RIDGE POINTE, AS RECORDED IN PLAT BOOK 107, PAGE 44, SAID PUBLIC RECORDS FOR A DISTANCE OF 1336.30 FEET TO THE NORTHEAST CORNER OF SAID SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4, ALSO BEING THE SOUTHEAST CORNER OF SAID QUAIL RIDGE POINTE; THENCE RUN SOUTH 00°31'31" EAST ALONG THE EAST LINE OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 10 FOR A DISTANCE OF 692.63 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF HUGHES ROAD, RECORDED IN MAP BOOK 9, PAGES 12 THROUGH 30, SAID PUBLIC RECORDS; THENCE RUN NORTH 87°44' 17" EAST ALONG SAID SOUTH RIGHT OF WAY LINE FOR A DISTANCE OF 400.19 FEET TO A POINT ON THE EAST LINE OF THE WEST 400 FEET OF THE NORTH 990 FEET OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 10, AS RECORDED IN OFFICIAL RECORDS BOOK 10582, PAGE 184, SAID PUBLIC RECORDS; THENCE DEPARTING SAID SOUTH RIGHT OF WAY LINE RUN SOUTH 00°30'19" EAST ALONG SAID EAST LINE FOR A DISTANCE OF 975.04 FEET TO THE SOUTHEAST CORNER OF SAID WEST 400 FEET OF THE NORTH 990 FEET; THENCE RUN SOUTH 89°13' 41" WEST ALONG THE SOUTH LINE OF SAID WEST 400 FEET OF THE NORTH 990 FEET FOR A DISTANCE OF 400.00 FEET TO THE SOUTHEAST CORNER OF SAID WEST 400 FEET OF THE NORTH 990 FEET ALSO BEING A POINT ON THE WEST LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4; THENCE RUN NORTH 00°30'19" WEST ALONG SAID WEST LINE FOR A DISTANCE

OF 330.07 FEET TO THE SOUTHEAST CORNER OF THE NORTH 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SAID SECTION 10; THENCE RUN SOUTH 89°13'27" WEST ALONG THE SOUTH LINE OF SAID NORTH 1/2 OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 FOR A DISTANCE OF 1299.58 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF AFORESAID DETOUR ROAD; THENCE RUN NORTH 00°57'39" WEST ALONG SAID EAST RIGHT OF WAY LINE FOR A DISTANCE OF 645.08 FEET TO A POINT ON THE SOUTH RIGHT OF WAY LINE OF AFORESAID HUGHES ROAD; THENCE RUN THE FOLLOWING COURSES AND DISTANCES ALONG SAID SOUTH RIGHT OF WAY LINE: SOUTH 89°17'27" WEST, 54.09 FEET; NORTH 88°08'19" WEST, 78.74 FEET; SOUTH 89°27'54" WEST, 100.02 FEET; NORTH 88°48'59" WEST, 300.01 FEET; NORTH 89°57'44" WEST, 100.00 FEET; NORTH 88°48'59" WEST, 100.00 FEET; NORTH 89°23'21" WEST, 300.00 FEET; NORTH 88°48'59" WEST, 200.01 FEET; NORTH 88°51'54" WEST, 109.31 FEET TO A POINT ON THE EAST LINE OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF AFORESAID SECTION 9; THENCE RUN SOUTH 00°34'36" EAST ALONG SAID EAST LINE FOR A DISTANCE OF 1318.27 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST 1/4 OF THE SOUTHEAST 1/4; THENCE RUN NORTH 89°44'40" WEST ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE SOUTHEAST 1/4 FOR A DISTANCE OF 1351.96 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF STATE ROAD 17 AS SHOWN ON FDOT RIGHT OF WAY MAP SECTION NO. 5029-RD (8), AFORESAID PUBLIC RECORDS; THENCE RUN SOUTH 00°33'34" EAST ALONG SAID WEST RIGHT OF WAY LINE FOR A DISTANCE OF 658.71 FEET TO A POINT ON THE SOUTH LINE OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4; THENCE RUN NORTH 89°39'18" WEST ALONG SAID SOUTH LINE FOR A DISTANCE OF 589.98 FEET TO A POINT ON THE EAST LINE OF THE DUKE ENERGY PROPERTY, AS RECORDED IN OFFICIAL RECORDS BOOK 2209, PAGE 0597, SAID PUBLIC RECORDS; THENCE RUN NORTH 03°05'06" WEST ALONG SAID EAST LINE FOR A DISTANCE OF 1963.50 FEET TO A POINT ON THE AFORESAID SOUTH RIGHT OF WAY LINE OF HUGHES ROAD; THENCE DEPARTING SAID EAST LINE RUN THE FOLLOWING COURSES AND DISTANCES ALONG SAID SOUTH RIGHT OF WAY LINE: SOUTH 89°30'32" EAST, 49.40 FEET; NORTH 00°39'47" EAST, 6.80 FEET; SOUTH 89°44'17" EAST, 100.00 FEET; SOUTH 89°30'32" EAST, 100.00 FEET; SOUTH 89°37'24" EAST, 100.00 FEET; SOUTH 89°03'02" EAST, 100.00 FEET; SOUTH 89°54'36" EAST, 100.00 FEET; SOUTH 86°11'47" EAST, 110.29 FEET; SOUTH 87°23'20" EAST, 83.13 FEET TO A POINT ON THE EAST RIGHT OF WAY LINE OF AFORESAID STATE ROAD 17; THENCE RUN NORTH 00°33'34" WEST ALONG SAID EAST RIGHT OF WAY LINE FOR A DISTANCE OF 1314.71 FEET TO THE POINT OF BEGINNING.

ADDITIONALLY: THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, LYING WEST OF DETOUR ROAD, ACCORDING TO THE POLK COUNTY MAINTAINED RIGHT OF WAY MAP OF DETOUR ROAD, RECORDED IN MAP BOOK 1, PAGES 14 THROUGH 17 OF THE PUBLIC RECORDS OF POLK COUNTY, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTH 1/4 CORNER OF SAID SECTION 9, RUN THENCE ALONG THE WEST BOUNDARY OF SAID NORTHEAST 1/4, S.00°36'53"E., A DISTANCE OF 1332.66 FEET TO THE SOUTH BOUNDARY OF THE NORTH 1/2 OF SAID NORTHEAST 1/4; THENCE ALONG SAID SOUTH BOUNDARY, S.89°55'02"E., A DISTANCE OF 1983.73 FEET TO THE SOUTHWEST CORNER OF AFORESAID SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 FOR A POINT OF BEGINNING; THENCE ALONG THE WEST BOUNDARY THEREOF, N.00°35'14"W., A DISTANCE OF 668.36 FEET TO THE NORTH BOUNDARY THEREOF; THENCE ALONG SAID NORTH BOUNDARY, S.89°58'33"E., A DISTANCE OF 646.51 FEET TO THE WEST MAINTAINED RIGHT OF WAY OF AFORESAID DETOUR ROAD; THENCE ALONG SAID WEST MAINTAINED RIGHT OF WAY THE FOLLOWING FOUR (4) COURSES: 1) S.00°17'29"E., A DISTANCE OF 232.78 FEET; 2) S.00°34'41"E., A DISTANCE OF 200.00 FEET; 3) S.00°51'52"E., A DISTANCE OF 200.00 FEET; 4) S.00°00'18"E., A DISTANCE OF 36.24 FEET TO AFORESAID SOUTH BOUNDARY OF THE NORTH 1/2 OF THE NORTHEAST 1/4; THENCE ALONG SAID SOUTH BOUNDARY, N.89°55'02"W., A DISTANCE OF 645.88 FEET TO THE POINT OF BEGINNING. CONTAINING 9.911 ACRES, MORE OR LESS.

CONTAINING 206.541 ACRES, MORE OR LESS.

ADDITIONALLY:

THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4, AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTH 1/4 CORNER OF SAID SECTION 9, RUN THENCE ALONG THE WEST BOUNDARY OF SAID NORTHEAST 1/4, S.00°36'53"E., A DISTANCE OF 1332.66 FEET TO THE SOUTH BOUNDARY OF THE NORTH 1/2 OF SAID NORTHEAST 1/4; THENCE ALONG SAID SOUTH BOUNDARY, S.89°55'02"E., A DISTANCE OF 661.24 FEET TO THE SOUTHWEST CORNER OF AFORESAID SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 FOR A POINT OF BEGINNING; THENCE ALONG THE WEST BOUNDARY THEREOF, N.00°36'20"W., A DISTANCE OF 667.01 FEET TO THE SOUTH BOUNDARY OF THE NORTH 1/4 OF SAID NORTHEAST 1/4; THENCE ALONG SAID SOUTH BOUNDARY, S.89°58'33"E., A DISTANCE OF 1322.68 FEET TO THE EAST BOUNDARY OF AFORESAID SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4; THENCE ALONG THE EAST BOUNDARY THEREOF, S.00°35'14"E., A DISTANCE OF 668.36 FEET TO AFORESAID SOUTH BOUNDARY OF THE NORTH 1/2 OF THE NORTHEAST 1/4; THENCE ALONG SAID SOUTH BOUNDARY, N.89°55'02"W., A DISTANCE OF 1322.49 FEET TO THE POINT OF BEGINNING.

CONTAINING 20.271 ACRES, MORE OR LESS.

LESS DESCRIPTION:

A PARCEL OF LAND LYING IN SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHEAST CORNER OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SAID SECTION 9; THENCE ALONG THE SOUTH BOUNDARY OF SAID NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9, N.89°44'40"W., A DISTANCE OF 1285.95 FEET TO THE EAST RIGHT-OF-WAY OF SCENIC HIGHWAY, ALSO KNOWN AS STATE ROAD 17 PER THE FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY MAP SECTION 5029-RD (8); THENCE ALONG SAID EAST RIGHT-OF-WAY, N.00°33'34"W., A DISTANCE OF 449.46 FEET; THENCE DEPARTING SAID EAST RIGHT-OF-WAY, N.89°25'24"E., A DISTANCE OF 530.68 FEET; THENCE N.00°34'36"W., A DISTANCE OF 10.00 FEET; THENCE N.89°25'24"E., A DISTANCE OF 555.00 FEET; THENCE S.00°34'36"E., A DISTANCE OF 85.00 FEET; THENCE N.89°25'24"E., A DISTANCE OF 200.00 FEET TO THE EAST BOUNDARY OF SAID NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 9; THENCE ALONG SAID EAST BOUNDARY, S.00°34'36"E., A DISTANCE OF 393.14 FEET TO THE POINT OF BEGINNING. CONTAINING 13.325 ACRES, MORE OR LESS.

LESS DESCRIPTION:

A PARCEL OF LAND LYING IN THE NORTHEAST 1/4 OF SECTION 9, TOWNSHIP 28 SOUTH, RANGE 27 EAST, POLK COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTH 1/4 CORNER OF SAID SECTION 9, RUN THENCE ALONG THE WEST BOUNDARY OF SAID NORTHEAST 1/4, S.00°36'53"E., A DISTANCE OF 1360.11 FEET; THENCE DEPARTING SAID WEST BOUNDARY, N.89°23'07"E., A DISTANCE OF 36.64 FEET TO THE INTERSECTION OF THE EASTERLY RIGHT OF WAY OF SCENIC HIGHWAY (STATE ROAD 17), ACCORDING TO THE STATE OF FLORIDA STATE ROAD DEPARTMENT RIGHT OF WAY MAP, PROJ. 5209-RD.(8), AND THE SOUTHERLY MAINTAINED RIGHT OF WAY OF WHITE CLAY PIT ROAD, ACCORDING TO THE POLK COUNTY MAINTAINED RIGHT OF WAY MAP OF WHITE CLAY PIT ROAD, RECORDED IN MAP BOOK 2, PAGES 146 THROUGH 156 OF THE PUBLIC RECORDS OF POLK COUNTY, FLORIDA, FOR A POINT OF BEGINNING; THENCE ALONG SAID SOUTHERLY MAINTAINED RIGHT OF WAY THE FOLLOWING FOUR (4) COURSES: 1) N.87°19'06"E., A DISTANCE OF 63.17 FEET; 2) S.89°25'57"E., A DISTANCE OF 100.00 FEET; 3) S.88°58'27"E., A DISTANCE OF 200.01 FEET; 4) S.89°32'50"E., A DISTANCE OF 152.32 FEET; THENCE DEPARTING SAID SOUTHERLY MAINTAINED RIGHT OF WAY, S.00°43'13"W., A DISTANCE OF 196.22 FEET; THENCE S.89°24'09"W., A DISTANCE OF 204.98 FEET; THENCE N.00°35'51"W., A DISTANCE OF 10.00 FEET; THENCE S.89°24'09"W., A DISTANCE OF 174.65 FEET; THENCE S.00°35'51"E., A DISTANCE OF 22.50 FEET; THENCE S.89°24'09"W., A DISTANCE OF 131.23 FEET TO AFORESAID EASTERLY RIGHT OF WAY OF SCENIC HIGHWAY (STATE ROAD 17); THENCE ALONG

Ordinance O-23-05

Page 9 of 9

SAID EASTERLY RIGHT OF WAY, N.00°35'07"W., A DISTANCE OF 216.86 FEET TO THE POINT OF BEGINNING. CONTAINING 2.374 ACRES, MORE OR LESS.

ALTOGETHER CONTAINING 211.113 ACRES, MORE OR LESS.

BEFORE THE TOWN COUNCIL OF THE,
TOWN OF LAKE HAMILTON, FLORIDA

IN RE: PETITION TO AMEND THE BOUNDARY)
OF THE SCENIC TERRACE SOUTH)
COMMUNITY DEVELOPMENT DISTRICT)

AFFIDAVIT ADOPTING WRITTEN, PRE-FILED TESTIMONY

STATE OF FLORIDA
COUNTY OF Polk

I, Warren K. (Rennie) Heath, II, of Scenic Terrace South Community Development District being first duly sworn, do hereby state for my affidavit as follows:

1. I have personal knowledge of the matters set forth in this affidavit.
2. My name is Warren K. (Rennie) Heath, II, and I am the Chairman of the Board of Supervisors of the Scenic Terrace South Community Development District ("District" or "Petitioner").
3. The prepared written, pre-filed testimony consisting of five (5) pages, submitted under my name to the Town Council of the Town of Lake Hamilton, Florida relating to the Amended and Restated Petition to Amend the Boundaries of the Scenic Terrace South Community Development District ("Petition"), and attached hereto, is true and correct.
4. If I were asked the questions contained in the pre-filed testimony orally at the Scenic Terrace South Community Development District boundary amendment hearing, my oral answers would be the same as the written answers presented in my pre-filed testimony.
5. My credentials, experience and qualifications concerning the Petition, its exhibits and the reasons for amending the District are accurately set forth in my pre-filed testimony.

6. My pre-filed testimony addresses the various statutory requirements and an overview of the proposed development within the amended boundaries of the District.

7. No corrections or amendments to my pre-filed testimony are required.

Under penalties of perjury, I declare that I have read the foregoing and the facts alleged are true and correct to the best of my knowledge and belief.

Executed this 19 day of April 2023.

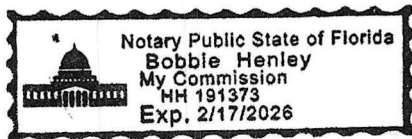


Warren K. (Rennie) Heath, II

STATE OF FLORIDA

COUNTY OF Polk

SWORN TO and SUBSCRIBED before me by the Affiant, by means of ☒ physical presence or ☐ online notarization, on this 19 day of April 2023, by Warren K. (Rennie) Heath, II.



[notary seal]



(Official Notary Signature)

Name: Bobby Henley

Personally Known x

OR Produced Identification _____

Type of Identification _____

**TESTIMONY OF WARREN K. (RENNIE) HEATH, II FOR THE
SCENIC TERRACE SOUTH COMMUNITY DEVELOPMENT DISTRICT
BOUNDARY AMENDMENT**

1. Please state your name and business address.

My name is Warren K. "Rennie" Heath. My business address is 346 E. Central Ave., Winter Haven, Florida 33884.

2. By whom are you employed and in what capacity?

I am Director of Development for Heath Construction and Management, LLC. I have been employed in my current position for over 30 years.

3. Are you a member of the Board of Supervisors ("Board") of the Scenic Terrace South Community Development District ("District")?

Yes, I am the current Chairman.

4. How long have you been serving on the District's Board of Supervisors?

A little over one (1) year, ever since its establishment.

5. Briefly summarize your duties and responsibilities as a member of the District's Board of Supervisors.

I am a voting member of the Board of Supervisors, and I am delegated various authorities at times to take various actions on behalf of the District.

6. Have you been authorized by the District to present testimony at this hearing?

The District's Resolution No. 2022-43, as further amended by Resolution No. 2023-01, attached to the Amended Petition, defined herein, as Composite Exhibit 6, specifically authorizes me and other various District staff to act on behalf of the District in the boundary amendment process.

7. Are you familiar with the petition filed by the District with the Town of Lake Hamilton ("Town"), on or about December 5, 2022, which was amended in the *Amended and Restated Petition to Amend the Boundaries of the District*¹ and filed with the Town on or around February 21, 2023 ("Amended Petition"), seeking to amend its boundary?

Yes.

¹ The original Petition has been amended to correct references to acreage for the Proposed Future Addition Parcel, defined herein, and the total acreage of the District as 9.911 acres and 211.113 acres, respectively.

1
2 **8. Have you reviewed the contents of the Amended Petition and approved its findings?**

3
4 Yes, I have.

5
6 **9. Are there any changes or corrections to the Amended Petition at this time?**

7
8 No.

9
10 **10. Are there any changes or corrections to any of the exhibits submitted to the Town at**
11 **this time?**

12
13 No.

14
15 **11. Please generally describe each of the exhibits attached to the Petition.**

16
17 Exhibit 1 is the map showing the general location of the existing District.

18
19 Exhibit 2 is the metes and bounds description of the external boundaries of the existing
20 District.

21
22 Exhibit 3A is the metes and bounds description of the boundaries of the land proposed to
23 be contracted from the District ("Contraction Parcels").

24
25 Exhibit 3B is the metes and bounds description of the new land proposed to be added to
26 the District (the "Expansion Parcels").

27
28 Exhibit 3C is the metes and bounds description of the lands previously identified as a
29 proposed future addition parcel (the "Proposed Future Addition Parcel" and together with
30 the Expansion Parcels and Contraction Parcels, the "Boundary Amendment Parcels").

31
32 Exhibit 4 is the legal description of the District, as amended.

33
34 Exhibit 5 contains the *Consent and Joinder of Landowner to Contraction in the Scenic*
35 *Terrace South Community Development District*, executed by Atlantic Blue Communities
36 II, LLC and Atlanticblue Capital, LLC, and the *Consent and Joinder of Landowner to*
37 *Inclusion in the Scenic Terrace South Community Development District*, executed by ST
38 Dev Partners, LLC and Atlantic Blue Communities II, LLC, as landowners of the Boundary
39 Amendment Parcels, which represents the consent of one hundred percent (100%) of the
40 owners of the lands to be included within and contracted from the District.

41
42 Exhibit 6 is a copy of the District's Board of Supervisors' Resolution No. 2022-43, adopted
43 on April 20, 2022, and amended by Resolution 2023-01, adopted on December 21, 2022,
44 authorizing the filing of a petition to amend the District's boundaries.
45

1 Composite Exhibit 7 depicts the future general distribution, location and extent of the
2 public and private land uses and zoning designation proposed for the lands by the existing
3 and future land use plan elements of the Town's Comprehensive Plan.

4
5 Composite Exhibit 8 depicts the major trunk water mains, sewer interceptors and outfalls
6 adjacent to the District, as well as the proposed drainage patterns within the Expansion
7 Parcels.

8
9 Composite Exhibit 9 describes the types of facilities the District presently expects to
10 finance, construct, and install, as well as the entities anticipated for future ownership,
11 operation, and maintenance. The estimated costs of construction are also identified in
12 Composite Exhibit 9.

13
14 Composite Exhibit 10 is the Statement of Estimated Regulatory Costs prepared by the
15 District Manager, Governmental Management Services-Central Florida, LLC.

16
17 Composite Exhibit 11 is the authorization of agent form, which authorizes Lauren Gentry,
18 Esq. and Grace Kobitter, Esq. of Kilinski Van Wyk, PLLC, to act as agents for the
19 Petitioner.

20
21 **12. To the best of your knowledge, are the contents of the Amended Petition and exhibits**
22 **attached to it true and correct?**

23
24 Yes.

25
26 **13. Are you familiar with the boundary amendment parcels?**

27
28 Yes.

29
30 **14. In acres, approximately how large is the existing District?**

31
32 The existing District consists of 206.56 acres of land, inclusive of 9.911 acres which was
33 identified as a proposed future addition parcel (Parcel ID 272809000000011020), pursuant
34 to section 190.046(1)(h)(1), Florida Statutes.

35
36 **15. How many acres are being added and contracted by the proposed boundary**
37 **amendment?**

38
39 A total of 15.699 acres will be contracted and a total of 20.271 acres will be added resulting
40 in a total of approximately 211.113 acres in the amended District. The addition of 9.911
41 acres which was identified as a proposed future addition parcel and included in the original
42 total acreage will be finalized.

43
44 **16. Where are the Boundary Amendment Parcels located?**

45
46 The Boundary Amendment Parcels are located within the Town of Lake Hamilton, Florida.

1
2 **17. What steps were taken with respect to filing the Petition?**
3

4 On December 5, 2022, the District formally filed the Petition to Amend the Boundary of
5 the Scenic Terrace South Community Development District with the Town. The District
6 paid a statutory filing fee of \$1,500.00 to the Town, in accordance with Section
7 190.046(1)(d)2, *Florida Statutes*.
8

9 On February 21, 2023, the District filed the Amended Petition to correct a scrivener's error
10 in the calculation of total acreage in the metes and bounds legal description for the original
11 District boundaries and the Proposed Future Addition Parcel.
12

13 **18. Has notice of the Public Hearing been provided in accordance with Section 190.005,**
14 ***Florida Statutes*?**
15

16 The Notice of Public Hearing will publish in the Ledger on the following dates: April 4,
17 April 11, April 18, and April 25 of 2023.
18

19 **19. Is the Ledger a newspaper of general circulation in the Town of Lake Hamilton,**
20 **Florida?**
21

22 Yes, it is.
23

24 **20. And do you have proof of publication of those notices?**
25

26 Not at this time, but as soon as we receive the proof of publication at the conclusion of the
27 notice run, we will provide this documentation to the Town staff and submit an original
28 proof of publication at the public hearing.
29

30 **21. Are there residential units planned for development within the expanded District?**
31

32 Yes.
33

34 **22. Are there residents currently living within the areas of the Boundary Amendment**
35 **Parcels, and, if so, have they been notified about the boundary amendment of the**
36 **District?**
37

38 No, there are no residents currently living within the areas being removed from and added
39 to the District.
40

41 **23. Would you please describe the proposed timetable for development of land within the**
42 **District?**
43

44 The proposed timetable for the construction of infrastructure to develop the land began in
45 or around 2021 and is expected to continue through 2024.
46

1 **24. Would you generally describe the services and facilities you currently expect the**
2 **District to provide?**

3
4 The District expects to participate in the acquisition and/or construction of road
5 improvements, entry features and signage, water and sewer facilities, stormwater facilities,
6 and recreation amenities. Capital costs of these improvements, including associated
7 contingencies and professional fees, will be borne by the District. This boundary
8 amendment will not change the development plan within the District.
9

10 **25. Are these costs expected to include the cost of acquiring land from the developer?**

11
12 No.
13

14 **26. In general, what financing methods does the District propose that the District use to**
15 **pay for the anticipated facilities and services?**

16
17 The District will finance certain services and improvements through the issuance of tax
18 exempt bonds. The debt issued by the District will be retired by funds from landowners in
19 the form of "non-ad valorem" or "special" assessments on benefitted property within the
20 District. Ongoing maintenance and operational activities will be funded by maintenance
21 special assessments. At present, the District may issue bonds that will pay a portion of the
22 cost of these facilities. Any facilities not financed with a bond issue, will be funded by the
23 developer through conventional bank financing.
24

25 **27. Who will be responsible for paying the District's assessments?**

26
27 Only those property owners, including the developer, within the District will be responsible
28 for paying District assessments.
29

30 **28. Will these debts of the expanded District be an obligation of the Town or the State of**
31 **Florida?**

32
33 No. Florida law provides that community development district debt cannot become the
34 obligation of a city, a town, a county, or the state without the consent of that government.
35

36 **29. Will this boundary amendment impair the District's ability to provide infrastructure**
37 **to its existing lands or impair its ability to meet its maintenance and debt service**
38 **obligations?**

39
40 No. This boundary amendment will have no impact on the District's abilities to fulfill its
41 obligations to its existing residents and landowners.
42

43 **30. Does this conclude your testimony?**

44
45 Yes.

BEFORE THE TOWN COUNCIL OF THE
TOWN OF LAKE HAMILTON, FLORIDA

IN RE: PETITION TO AMEND THE BOUNDARY)
OF THE SCENIC TERRACE SOUTH)
COMMUNITY DEVELOPMENT DISTRICT)

AFFIDAVIT ADOPTING WRITTEN PRE-FILED TESTIMONY

STATE OF FLORIDA
COUNTY OF Orange


I, Rey Malave, P.E., being first duly sworn, do hereby state for my affidavit as follows:

1. I have personal knowledge of the matters set forth in this affidavit.
2. My name is Rey Malave, P.E., and I am employed by Dewberry Engineers Inc., 800 N. Magnolia Avenue, Orlando, Florida 32803, as a Civil Engineer.
3. The prepared written pre-filed testimony consisting of six (6) pages, submitted under my name to the Town Council of the Town of Lake Hamilton, Florida, relating to the Amended and Restated Petition to Amend the Boundaries of the Scenic Terrace South Community Development District ("Petition"), and attached hereto, is true and correct.
4. If I were asked the questions contained in the pre-filed testimony orally at the Scenic Terrace South Community Development District boundary amendment hearing, my oral answers would be the same as the written answers presented in my pre-filed testimony.
5. My credentials, experience, and qualifications concerning land development and the construction of public infrastructure as a professional engineer and related matters are accurately set forth in my pre-filed testimony.
6. My pre-filed testimony generally addresses the nature of the proposed development plan of public infrastructure of the Scenic Terrace South Community Development District.

7. No corrections or amendments to my pre-filed testimony or the Petition and its exhibits are required.

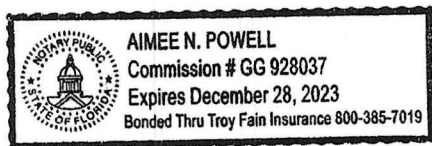
Under penalties of perjury, I declare that I have read the foregoing and the facts alleged are true and correct to the best of my knowledge and belief.

Executed this 19th day of April 2023.

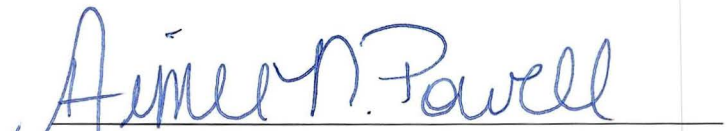

Reinardo Malave, P.E.

STATE OF FLORIDA
COUNTY OF Orange

SWORN TO and SUBSCRIBED before me by the Affiant, by means of ☐ physical presence or ☐ online notarization, on this 19th day of April 2023, by Reinardo Malave, P.E.



[notary seal]


(Official Notary Signature)
Name: Aimee N. Powell
Personally Known ☒
OR Produced Identification _____
Type of Identification _____

**TESTIMONY OF REY MALAVE, P.E., FOR THE
SCENIC TERRACE SOUTH COMMUNITY DEVELOPMENT DISTRICT
BOUNDARY AMENDMENT**

1. Please state your name and business address.

Reinardo Malave, 800 N. Magnolia Avenue, Orlando, Florida 32803.

2. By whom are you employed and in what capacity?

I am Associate Vice President and Department Manager, Municipal Engineering of Dewberry Engineers Inc.

3. How long have you been in the engineering field?

43 years.

4. Does your firm, Dewberry Engineers Inc., represent the Scenic Terrace South Community Development District?

Yes. My firm serves as District Engineer.

5. Please give your educational background, with degrees earned, major areas of study and institutions attended.

BSCE – University of Puerto Rico 1978

MBA – Keller School of Management – DeVry University

6. Do you have any professional licenses, registrations, or certifications?

Florida Professional Engineer.

7. Have you been involved in any developments of the type and nature contemplated within the amended Scenic Terrace South Community Development District (“District”)?

Yes, I am the District Engineer for similar districts in the Town of Lake Hamilton, as well as the current engineer for this special District.

8. Are you familiar with the petition filed by the District with the Town of Lake Hamilton (“Town”), on or about December 5, 2022, which was amended in the *Amended and Restated Petition to Amend the Boundaries of the District* and filed with the Town on or around February 21, 2023 (“Amended Petition”), seeking to amend its boundary?

Yes. I assisted the District with the preparation of some of the exhibits filed with the

1 Petition.

- 2
3 **9. Are you generally familiar with the geographical area, type, and scope of development**
4 **and the available services and facilities in the vicinity of the District?**

5
6 Yes, I am.

- 7
8 **10. Which documents did you prepare or have others prepare under your supervision?**

9
10 Exhibits 1-4 and Exhibits 7-9.

- 11
12 **11. Do any of those exhibits require any change or correction?**

13
14 No.

- 15
16 **12. Are Exhibits 1-4 and Exhibits 7-9 to the Amended Petition true and correct?**

17
18 Yes, to the best of my knowledge.

- 19
20 **13. In general, what do Exhibits 1-4, and Exhibits 7-9 to the Amended Petition**
21 **demonstrate?**

22
23 These exhibits demonstrate the general location and nature of the proposed improvements,
24 as well as metes and bounds legal descriptions of the current District, lands to be contracted
25 from the District (the "Contraction Parcels"), land that was previously identified as a
26 proposed future addition parcel ("Proposed Future Addition Parcel"), and finally, lands to
27 be added to the District, together with the Proposed Future Additional Parcel, (the
28 "Expansion Parcels"). They designate the future general distribution, location and the
29 extent of the public and private land uses proposed for the area to be contracted from and
30 added to the District by the future land use plan element of the Town of Lake Hamilton
31 Comprehensive Plan.

- 32
33 **14. What is the reason for the boundary amendment from an engineering and**
34 **development standpoint?**

35
36 The amendment will conform the boundaries of the District to the expected project. The
37 Contraction Parcels are no longer necessary for the District project.

- 38
39 **15. What capital facilities are presently planned or constructed by the District?**

40
41 At present, the District is expected to provide recreational facilities, landscaping and entry
42 monumentation along with the required roadways, stormwater, potable water and
43 wastewater infrastructure and recreational improvements. Presently, there are existing
44 collector and local roadways, water and wastewater infrastructure including stormwater
45 facilities, and landscaping, irrigation and entry monumentation.

- 1 **16. Based upon your training and experience as an engineer, do you have an opinion as**
2 **to whether the District, as amended (“Amended District”), will continue to remain of**
3 **sufficient compactness, and sufficient contiguity to be developed as a functional**
4 **interrelated community after contraction?**
5

6 Yes. Based on my experience, the Amended District will remain of sufficient size,
7 compactness and contiguity to be developed as a one functional interrelated community.
8

- 9 **17. What is the basis for your opinion?**
10

11 For many reasons the District facilities can be provided in an efficient, functional and
12 integrated manner.
13

14 First, there are sufficient, significant infrastructure needs for the area within the District to
15 allow development as a functionally interrelated community. However, the District has
16 not constructed such infrastructure on the Contraction Parcels. The amendment will not
17 affect the ability of the Amended District to function as an interrelated community.
18

19 Second, the specific design of the community allows infrastructure to be provided in a cost-
20 effective manner. After amendment, the land within the District remains contiguous, which
21 facilitates an efficient and effective planned development. The Amended District, as
22 proposed, will remain of sufficient size, compactness and contiguity.
23

24 Third, the lands within the Amended District are more conducive for development than
25 lands within the Contraction Parcels. The provision of services and facilities through the
26 use of one development plan provides a contiguous and homogenous method of providing
27 services to lands throughout the District. There are currently no improvements constructed
28 on the Contraction Parcels.
29

- 30 **18. In your opinion, you said the Amended District will continue to remain sufficiently**
31 **compact and contiguous to be developable as a functionally interrelated community.**
32 **Would you please explain what you mean when stating that the Amended District is**
33 **of sufficient compactness?**
34

35 The Amended District will encompass approximately 211.113 acres, and will continue to
36 provide a range of residential and residential-support land uses that require the necessary
37 elements of infrastructure including roadways, potable water systems, wastewater systems,
38 surface water management systems, landscape and entry monumentation, recreational
39 facilities and other improvements described in the Amended Petition. After the boundary
40 amendment, the Amended District will continue to have sufficient overall residential
41 density to require all the above-mentioned necessary elements of infrastructure of a
42 comprehensive community. These facilities and services require planning, design,
43 financing, construction, and maintenance to provide the community with appropriate
44 infrastructure. The preferred method of developing land, especially for higher density
45 residential uses, is for the development to be spatially compact. This augments the

Amended District's ability to construct and maintain improvements, and provide services, in a cost-efficient manner.

19. Does the amendment of the District obviate the need for local land development regulations, ordinances or plans?

No. Section 190.004 of the Florida Statutes explicitly provides that the establishment of a community development district ("CDD") does not in any way impact or change the applicability of any governmental planning, environmental and land development laws, regulations, and ordinances. A CDD cannot take any action that is inconsistent with the comprehensive plan, code of ordinances or regulations of the city, town, or county within which it is located. Adding additional land to the District will not change this.

20. Based on your experience, do you have an opinion as to whether the services and facilities to be provided by the District, will be incompatible with the capacities and uses of existing local and regional community facilities and services?

Yes. It is my opinion that the proposed services and facilities of the Amended District will not be incompatible with the capacity and uses of existing local or regional community development services and facilities, and will complement the current services and facilities. The District has been providing services and facilities since its establishment and will continue to do so to the Amended District. None of the infrastructure improvements that the District has previously provided or plans to provide exist on the Contraction Parcels in a manner which is useful to the proposed development.

21. Based on your experience, do you have an opinion as to whether the area to be included within the Amended District is amenable to being served by a separate special district government?

Yes. In my opinion, and to the best of my knowledge, the area identified in the petition is amenable to being served by a separate special district government.

22. What is the basis for your opinion?

The District is limited in purpose and the infrastructure improvements to be provided by the District are limited in scope. This infrastructure is expected to directly benefit the development and may be adequately served by a special district government. In addition, special district governance provides a mechanism whereby long-term maintenance obligations can be satisfied by the persons primarily using the facilities and services.

23. Do you have an opinion, as someone experienced in land planning, as to whether the District, as amended, is a viable alternative for delivering community services and facilities to the areas that will be served by the Amended District?

1 Yes. It is my opinion that the Amended District remains the best alternative for providing
 2 the existing services and facilities as compared to the Town, city, county or a property
 3 owners association.
 4

5 From a planning perspective, the proposed Amended District is the best alternative
 6 available to provide the necessary infrastructure improvements. As a special-purpose local
 7 government, the District is a stable, long-term public entity capable of constructing,
 8 maintaining and managing the proposed elements of infrastructure of the necessary
 9 facilities and services. The limited purpose and scope of the District, combined with the
 10 statutory safeguards in place, such as notice of public hearings and access to district
 11 records, would ensure that the District is responsive to the infrastructure needs of the
 12 District. The District would be able to obtain low-cost financing to provide the necessary
 13 improvements and then impose special or non-ad valorem assessments upon the property
 14 owners within the District to fund the infrastructure.
 15

16 Only a CDD allows for the independent financing, administration, operations and
 17 maintenance of the land within the District. Only a CDD allows district property owners,
 18 and eventually residents, to completely control the district board and, therefore, the timing
 19 and extent of infrastructure improvement and maintenance. Knowing when, where and how
 20 infrastructure will be needed to service the projected population of an area allows for the
 21 smooth delivery of those facilities. The District exceeds other available alternatives at
 22 focusing attention to when and where and how the next system of infrastructure will be
 23 required for this specific area. This results in a full utilization of existing facilities before
 24 new facilities are constructed. It reduces the delivered cost to the citizens being served.
 25 All other alternatives do not have these characteristics.
 26

27 **24. In the course of your work in Florida, have you had an opportunity to work with the**
 28 **State Comprehensive Plan found in Chapter 187, *Florida Statutes*?**
 29

30 Yes. In the course of producing planning documents for private development proposals, I
 31 have often referred to the State Comprehensive Plan.
 32

33 **25. In the course of your work in Florida, have you had an opportunity to review local**
 34 **government comprehensive plans?**
 35

36 Yes. In fact, I have reviewed the Town of Lake Hamilton Comprehensive Plan many times
 37 in the course of my work.
 38

39 **26. Based upon your training and experience as a land development engineer, do you**
 40 **have an opinion as to whether the boundary amendment of the District is inconsistent**
 41 **with any portion or element of the Comprehensive Plan of the Town?**

42
 43 Yes, I do.
 44

45 **27. What is that opinion?**
 46

1 In my professional opinion, the proposed boundary amendment of the District is not
2 inconsistent with any applicable provisions of the Town's Comprehensive Plan.
3

4 **28. Does this conclude your testimony?**
5

6 Yes, it does.

BEFORE THE TOWN COUNCIL OF THE
TOWN OF LAKE HAMILTON, FLORIDA

IN RE: PETITION TO AMEND THE BOUNDARY)
 OF THE SCENIC TERRACE SOUTH)
 COMMUNITY DEVELOPMENT DISTRICT)

AFFIDAVIT ADOPTING WRITTEN PRE-FILED TESTIMONY

STATE OF FLORIDA
COUNTY OF ORANGE

I, Jillian Burns of Governmental Management Services-Central Florida, LLC, being first duly sworn, do hereby state for my affidavit as follows:

1. I have personal knowledge of the matters set forth in this affidavit.
2. My name is Jillian Burns and I am District Manager at Governmental Management Services-Central Florida, LLC. My business address is 219 E. Livingston St., Orlando, Florida 32801.
3. The prepared written pre-filed testimony consisting of five (5) pages, submitted under my name to the Town Council of the Town of Lake Hamilton, Florida relating to the boundary amendment of the Scenic Terrace South Community Development District and attached hereto, is true and correct.
4. If I were asked the questions contained in the pre-filed testimony orally at the Scenic Terrace South Community Development District boundary amendment hearing, my oral answers would be the same as the written answers presented in my pre-filed testimony.
5. My credentials, experience and qualifications concerning the managerial and operational aspects of special districts are accurately set forth in my pre-filed testimony.

**TESTIMONY OF JILLIAN BURNS FOR THE
SCENIC TERRACE SOUTH COMMUNITY DEVELOPMENT DISTRICT
BOUNDARY AMENDMENT**

1. Please state your name and business address.

My name is Jillian Burns. My business address is 219 E. Livingston St. Orlando, Florida 32801.

2. By whom are you employed and in what capacity?

I am employed with Governmental Management Services-Central Florida, LLC ("GMS") and serve as District Manager and assessment administrator for community development districts.

3. Please briefly summarize your duties and responsibilities.

GMS provides management consulting services to community development districts and the real estate industry, including general management, accounting, recording, secretarial services, field services and assessment administration. GMS currently serves as the district manager for over one hundred and fifty (150) community development districts ("CDDs") in the State of Florida.

4. Do you work with both public and private sector clients?

GMS primarily works for public entities providing district management services. However, we are retained, from time to time, by private entities to consult on the creation of special districts as well as the viability of certain proposed developments.

5. Prior to your current employment, by whom were you employed and what were your responsibilities in those positions?

I have fifteen (15) years of experience in providing management to special districts in the State of Florida. I worked for Fishkind & Associates as a District Manager for over 10 years prior to my employment at GMS. I have extensive knowledge of special districts, governmental budgeting and finance issues, and the development process.

6. Does your firm, Governmental Management Services-Central Florida, LLC, represent the Scenic Terrace South Community Development District?

Yes. Governmental Management Services-Central Florida, LLC, serves as District Manager, and Assessment Consultant.

7. Please describe your educational background.

I have a bachelor's degree from University of Central Florida.

1
2 **8. Please describe your work with community development districts in Florida.**
3

4 Through GMS, the clients I serve are both resident-elected and landowner-elected
5 CDDs, depending on the stage in the life of the development. I assist the various
6 Boards of Supervisors and residents by managing the accounting, official
7 recordkeeping, and operations and management of the assets acquired or constructed
8 by the CDD. I have provided management services to over forty (40) active CDDs
9 across Florida.
10

11 **9. Are any of those community development districts of about the same size as the**
12 **Scenic Terrace South Community Development District (the "District")?**
13

14 Yes.
15

16 **10. Are you familiar with the petition filed by the District seeking the amendment of**
17 **its boundaries?**
18

19 Yes, I am. I have prepared Exhibit 10 to the Amended and Restated Petition to Amend
20 the Boundaries of the Scenic Terrace South Community Development District, the
21 Statement of Estimated Regulatory Costs ("SERC").
22

23 **11. Have you previously worked with other petitioners and prepared a Statement of**
24 **Estimated Regulatory Costs?**
25

26 Yes.
27

28 **12. Are the contents of the SERC true and correct to the best of your knowledge?**
29

30 Yes.
31

32 **13. Are you generally familiar with the geographical area, type, and scope of**
33 **development and the available services and facilities in the vicinity of the District?**
34

35 Yes, I am.
36

37 **14. Are you familiar with the parcels which the District seeks to add to and contract**
38 **from its boundaries ("Boundary Amendment Parcels")?**
39

40 Yes.
41

42 **15. Does an amendment of a community development district impact or change the**
43 **need for local land development regulations, ordinances, or plans?**
44

45 No. Pursuant to Chapter 190, *Florida Statutes*, the establishment, amendment, or
46 existence of a community development district does not change or impact the required

permits for land development with respect to comprehensive planning, environmental, and governmental planning. Likewise, the District is required by law not to be inconsistent with the comprehensive plan of the state or of the local government. All land development and other regulatory criteria will remain in place with the amendment of the boundaries of the District.

- 16. Do you have an opinion based on your experience in management of community development districts as to whether the amended District remains the best alternative for delivering community services and facilities to the areas that will be served by the proposed amended District? If so, what is your opinion?**

Yes, I believe the proposed amendment of the District is the best alternative for delivering community services and facilities to the area to be included within the District.

- 17. What is the basis of your opinion?**

To date the District has been the mechanism used to plan, finance, construct and operate the infrastructure within the District. The District has also planned and structured itself to serve the area proposed to be included now. The District has already constructed the majority of the infrastructure needed to serve the District, and is providing associated maintenance and operations services for that infrastructure. Amending the proposed lands within the boundaries of the District will allow for the continued provision of facilities and services to the lands within the District. Accordingly, the District is the best alternative to provide the facilities and services to all of the lands within its boundaries.

- 18. Do you have an opinion, as someone experienced in district management and operations, as to whether the amended District is of sufficient size, is sufficiently compact, and sufficiently contiguous to continue to be developable as one functional, interrelated community?**

Yes.

- 19. What is your opinion?**

The proposed amended District has sufficient land area, and is sufficiently compact and contiguous to continue to exist and be developed, with the existing roadway, drainage, water and sewer, and other infrastructure systems, facilities and services. The amended District will continue to operate as one functionally interrelated community.

- 20. What is the basis for your opinion?**

The qualities of compactness, contiguity, and size relate directly to whether an area can become one functional interrelated community. The amendment of the District

will not have any impact on the amended District's ability to act as one functional, interrelated community. The acres within the District are sufficiently compact, contiguous and of sufficient size to maximize the successful delivery of these infrastructure improvements to these lands. The delivery of services and facilities to the lands within the district will not be hampered by insurmountable barriers or spatial problems. The area within the District is suitably configured to maximize the benefits available from the District services and facilities to be provided.

21. Do you have an opinion, as someone experienced in district management and operations, as to whether the area that will be served by the proposed amended District is amenable to separate special district government?

Yes.

22. What is your opinion?

The District as amended will continue to be of sufficient size, compactness, and contiguity. Therefore, the area to be served by the proposed district is clearly amenable to separate special-district governance. The configuration of the District as amended is not unlike other districts with which I have worked over time. The District as amended will continue to be amenable to separate special district government.

23. What is the basis for your opinion?

Two criteria are needed to evaluate a land area as amenable to separate special district government: One, does the land area have need for the facilities and services and will its owners and residents benefit from facilities that the special district could provide? Two, is the land area of sufficient size, sufficient compactness, and sufficiently contiguous to be the basis for a functional interrelated community?

Under both criteria, the amended District is a planned community with a need for certain facilities and services that are being constructed and/or acquired by the District, and that are currently or will be operated or maintained by the District. All facilities and services anticipated to be constructed, installed, acquired, operated and/or maintained by the District are located in the boundary of the proposed Amended District. As a result, the amended District is an efficient mechanism to oversee the operation and maintenance of the public facilities and services that are anticipated to serve the residents within its boundary.

Additionally, the amended District is of sufficient size, compactness and contiguity to constitute one functionally interrelated community. As a result, the amended District is amenable to separate special district government.

24. Do you have an opinion, as someone experienced in district management and operations, as to whether the community development services, and facilities of

1 **the district as amended will be incompatible with the capacity and use of existing**
2 **local and regional community development services and facilities?**

3
4 Yes.

5
6 **25. What is your opinion?**

7
8 The proposed services and facilities of the amended District are not incompatible with
9 the capacity and uses of existing local or regional community development services
10 and facilities. In fact, the amended District will continue to compliment local and
11 regional services.

12
13 **26. Does this conclude your testimony?**

14
15 Yes.

*
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*
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*
*

SPACE FOR RECORDING

RESOLUTION R-2023-10

A RESOLUTION APPROVING THAT CERTAIN PLAT ENTITLED “SCENIC TERRACE SOUTH PHASE 1” FOR FILING IN ACCORDANCE WITH CHAPTER 177, FLORIDA STATUTES; AND ESTABLISHING AN EFFECTIVE DATE.

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

SECTION 1.

That certain plat entitled “Scenic Terrace South Phase 1” and showing the following described property, to wit:

SEE EXHIBIT “A” ATTACHED AND
MADE A PART HEREOF

was presented to the Town Council for approval on the 2nd day of May 2023. The Town Council, having reviewed said plat and having been otherwise fully advised in the premises, hereby approves said plat for filing in accordance with Chapter 177, Florida Statutes.

SECTION 2.

This Resolution shall take effect immediately upon passage.

INTRODUCED AND PASSED at the regular meeting of the Town Council of Lake Hamilton, Florida, held this 2ND day of May 2023.

TOWN OF LAKE HAMILTON, FLORIDA

MICHAEL KEHOE, MAYOR

*
*
*
*
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*
*
*
*

SPACE FOR RECORDING

ATTEST:

BRITTNEY SANDOVAL SOTO, TOWN CLERK

Approved as to form:

HEATHER R. MAXWELL, ESQ., TOWN ATTORNEY

Record of Vote	Yes	No
Roberson		
Tomlinson		
Slavens		
Wagner		
Kehoe		

ADDENDUM NO. 2
to
TASK ORDER 7
To/the
Chastain-Skillman, Inc./Town of Lake Hamilton
Continuing Contract and Agreement for
Professional Engineering Services
dated December 13, 2010
related to
Lake Hamilton Street Resurfacing Project
CSI File No. 9480.09

I. INTRODUCTION

The Town of Lake Hamilton (Town) previously contracted with Chastain-Skillman, Inc. (Consultant) to provide survey, design, permitting, and construction administration services for Task Order 7. The Town requested additional modifications and additions to the plans that were not included in the submission dated June of 2022. Additional tasks include the resurfacing the balance of 2nd St., north 6th St. (1 block), Gates Ave. between 5th and 6th St., 5th St. alley stabilized, place 2nd St. in the project, last block of 6th St., Nelson, Omaha, and other streets not listed but discussed during the meeting with the Town of Lake Hamilton held on February 2nd, 2023.

Additional services as discussed with the Town are listed below:

II. SCOPE OF SERVICES

Task 1 - Survey Services - No change in scope.

Task 2 - Engineering Design Phase Services - Changes in scope.

- A. The addition of numerous streets to be added into the scope of the project that were discussed during the February 2nd, 2023 meeting with the city.
- B. An exhibit, overall street map, will be developed that reflects the additional streets to be resurfaced. This will be presented to the Town for confirmation of the additional streets to be added to the project.
- C. Once the exhibit has been approved by the Town, this document will be the basis for the construction documents of the additional scope.
- D. Present the revised construction documents and specifications to the Town for any potential modifications or adjustments.
- E. Develop a cost estimate for the revised project.
- F. Make any modifications to the project as recommended by the Town after their final review.
- G. Assist in bidding the revised street project with the Town.

Task 3 - Permit change services - Change in scope.

- A. Additional permitting requirements because of the change in scope.

Task 4 - Bid documents and construction specifications - Change in scope.

- A. Update the previous bid documents to reflect the new change of scope for the project.

Task-5 - Meetings and Project Management - Change in scope.

- B. It is estimated that an additional three (3) meetings will be required as a result of the change in scope.

Task 6 - Construction Administration - No change in scope.

Task 7 - Reimbursable Expenses - No change in scope.

III. COMPENSATION

- A. Compensation to the Consultant for services performed under this Addendum shall be based upon a fixed fee arrangement, including reimbursable expenses. The total fee for the Scope-of-Services outlined in Section II shall be **\$32,960**. The total compensation for the Task Authorization, including Addendum 1 and 2, shall be **\$111,511**. This is broken down as follows:

Task No.	Description	Original Fee	Addendum 1 Fee Change	Addendum 2 Fee Change	Total Fee
1	Survey Services	\$ 6,255	\$ 0	\$ 0	\$ 6,255
2	Engineering Design Phase Services	\$ 31,940	\$ 25,814	\$ 27,700	\$ 85,454
3	Permit Phase Services	\$ 1,080	\$ 0	\$ 1300	\$ 2,380
4	Bid Documents and Construction Specifications	\$ 2,220	\$ 0	\$ 1800	\$ 4,020
5	Limited Construction Administration	\$ 4,320	\$ 0	\$ 0	\$ 4,320
6	Meeting and Project Management	\$ 2,680	\$ 3,572	\$ 2160	\$ 8,412
7	Reimbursable Expenses	\$ 670	\$ 0	\$ 0	\$ 670
	Total	\$ 49,165	\$ 29,386	\$ 32,960	\$ 111,511

AUTHORIZATIONS:

This Task Order is hereby approved, and the Engineer is authorized to proceed on April 13, 2023. Receipt of a fully executed copy of this Task Order shall constitute written notice to proceed.

CHASTAIN-SKILLMAN, INC



Doug Forni, PE
Senior Project Manager

TOWN OF LAKE HAMILTON

Michael Kehoe
Mayor

FLORIDA RURAL WATER ASSOCIATION

2970 Wellington Circle • Tallahassee, FL 32309-7813
(850) 668-2746

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EMAIL
frwa@frwa.net

WEBSITE
www.frwa.net

April 24, 2023

Michael Teague, Police Chief
Town of Lake Hamilton
100 Smith Ave
Lake Hamilton, FL 33851
Phone: O: (863) 439-4711
Email: teaguem@townoflakehamilton.com

RE: Water Impact Fee Study Offer
Town of Lake Hamilton, Polk Co., PWS: 6530977

Dear Mr. Teague:

Florida Rural Water Association is pleased to offer Town of Lake Hamilton a Water Impact Fee Study as a membership benefit. The Water Impact Fee Study will include a review of water expenses, revenues, asset values, as well as future expenditures and will provide recommendations regarding Impact Fees.

The value of the impact fee we are offering is generally accepted to be between \$35,000 and \$45,000 if Town of Lake Hamilton were to use a consultant. Since we provide this service as a membership benefit, we ask you provide a \$5,750 contribution to FRWA in aid of engineering assistance and ask you to collect, organize and summarize your utility's data, see attached list. Please provide \$3,450 upfront and the remainder will be invoiced as the project proceeds. If you had not been a FRWA member we would have asked for a \$7,500 contribution.

Once the data has been collected it will be my pleasure to sit down with you, review each item, and assist you as necessary in summarizing / compiling the necessary information. Please provide ALL information listed below and respond to each item – should there be data that is not readily available, please make a note so that we may discuss the subject, and possibly provide an informed estimate the answer. The Impact Fee Study will be only as accurate as the information provided.

When the Impact Fee Study is completed, we would recommend a Board Workshop be scheduled to discuss the Impact Fee Study and Fiduciary Responsibilities and Issues – please allow at least 60-minutes for this activity (90-minutes if this is a difficult issue). Our portion is normally about 30-minutes with the remainder for questions and answers.

FRWA will defend against Rate and Fee Study Challenges. We also will provide technical support (at cost) during any court challenge defense including being expert witnesses. FRWA personnel have extensive experience in conducting rate studies and financial planning for hundreds of water utilities across the state.

As a result of this experience, we are very familiar with local, regional and statewide issues and challenges that utilities face and we are able to provide our members with a variety of solutions for fiscal planning and pricing needs. Our experience allows us to see utility issues from different perspectives and to ensure value-added solutions.

1. FRWA rate and fee studies have never had a legal challenge!
2. FRWA rate and fee studies are performed using a sound rational and methodical procedures based on actual financial cost records provided by the utility.
3. FRWA rate and fee studies are performed using tested utility industry standards – American Water Works Association Manuals of Practice M1 - Water Rates, M26 - Water Rates & Related Charges, M34 - Alternative Rates, M35 - Revenue Requirements, Water Rates, Fees and the Legal Environment, US EPA Guidance Manuals, etc.
4. FRWA rate and fee studies are performed using a strong legal footing under Florida Statutes and case law.

FRWA is here to help you. As a FRWA Membership benefit we ask that you provide a **\$5,750** contribution to FRWA in aid of engineering assistance. We ask for \$3,450 upfront, remainder to be invoiced as work progresses. *Consultants often charge anywhere from \$35,000 to \$50,000 for this type of assistance.*

Information Required From You. Before we will begin to work on your project we need the following information. Missing information is likely to delay your project so if you have ANY questions or concerns please call us soonest! If you need help please ask your FRWA Circuit Riders.

1. **Sign the Attached Agreement.** Please sign the FRWA Engineering Assistance Agreement below and return it to FRWA.
 - Once we have the signed agreement we will send an invoice with a link to pay the \$3,450 upfront contribution on-line (or you can mail a check for that amount).
 - The remainder to be invoiced *as work progresses*.
 - When work is complete, FRWA will send a DRAFT of the report along with a final invoice. Once final payment is received, FRWA will release the signed and sealed report to you and FDEP.
2. **Current Water and Sewer Rates, Impact, and Other Fees.** Please send your current fee schedule including connection, turn-offs, turn-ons, late fees, etc.
3. **Water and Wastewater System Maps.** Please provide login credentials for Diamond Maps. We will use the Diamond Maps as prepared by the SRF/FRWA Asset Management Group to identify basic water and wastewater system assets.
4. **Water and Wastewater Asset Management Plans.** Please a copy of your most recent Water and

Wastewater Asset Management Plans as prepared by the SRF/FRWA Asset Management Group.

5. **Proposed Water or Wastewater System Expansions?** Please describe or provide a description of any Water or Wastewater Treatment Plant or System Expansions, and date of planned expansions.
6. **Current Capital Improvement Plan.** Please provide a copy of your current Capital Improvement Plan (CIP) for water or wastewater improvements.
7. **Please take 24+ Photographs inside, outside, and, around the Wastewater Treatment Plant, Water Treatment Plants, Wells, Tanks, etc.**
 - We need panoramas and close-ups of the facilities, tanks, pumps, and piping, enough to see what's going on.
 - The overall shots (panoramas) to give a sense of what is around on the property.
 - The more photos we get the better - take pictures of EVERYTHING.
 - This doesn't take a lot of time to take these photos. We don't often have time to visit every site (so we can help more folks) so the photographs represent a visual site tour,
 - We recommend using free file transfer services such as [wetransfer.com](https://www.wetransfer.com), docs.google.com, or [dropbox.com](https://www.dropbox.com) to send photos.

FRWA already has or will collect information about your Water and Wastewater System:

1. Monthly Operating Reports (MORs) for the last 5-years. We will use the FDEP database to download a several years of MORs showing Average Daily Demand (ADD) and Maximum-Day Demands (MDD) -- quantities of finished water produced.
2. Most recent Sanitary Survey. We will use the FDEP database to download this inspection report.

OPTIONS FOR YOUR PROJECT: As we described, you have several options to obtain the required engineering assistance you need for your system:

1. You can always hire a consulting firm to do the work for you!
 - If you need immediate assistance and cannot wait for FRWA Engineers to get to your project.
2. You can ask FRWA to assist you as a membership benefit:
 - Make a **\$5,750 contribution** to support FRWA's Engineering Program.
 - Please send \$3,450 upfront, and
 - the remainder will be invoiced *as work progresses*
 - You must **commit to collecting the data listed above**
 - You must be a **FRWA Member** and commit to long-term membership
 - We ask that you **be patient** – we have lots of work and few engineers
 - You agree to hold FRWA **harmless** for our assistance efforts (does not apply to cities, counties, and governmental entities)

Please sign the FRWA Engineering Assistance Agreement attached and return it to us for our files.

Sincerely,

A handwritten signature in black ink that reads "Peyton Piotrowski". The script is cursive and fluid, with the first name "Peyton" and last name "Piotrowski" clearly legible.

Peyton Piotrowski
FRWA Assistant State Engineer

Copy: Moises Villalpando, FRWA Circuit Rider
 Katherine Van Zant, David Bolam, Saltus Engineering, Inc.
 Sterling L. Carroll, P.E. , FRWA State Engineer
 Ben Lewis, FRWA Operations Manager

Please review sign and return the agreement below:

FRWA Engineering Assistance Agreement

Town of Lake Hamilton (hereafter referred to as “FRWA Member”) requests FRWA's assistance and by doing so willingly and freely enters into this agreement for FRWA membership assistance with a **Water Impact Fee Study**.

~~This agreement is made upon the express condition that the FRWA Member agrees to hold the Florida Rural Water Association, its agents, employees, and consultants harmless for any loss, damage, expense, cost, or legal liability. The FRWA Member understands it can hire a consulting firm to do the work at any time in lieu of making a \$5,750 contribution to support FRWA’s Engineering Program.~~

Please send \$3,450 upfront and the remainder to be invoiced *as work progresses*. Once we have the signed agreement we will send an invoice with a link to pay the \$3,450 contribution on-line (or you can mail a check for that amount).

When work is complete, FRWA will send a Draft Report along with a final invoice. Once final payment is received, FRWA will release the signed and sealed Final Deliverable to you and the Agency. ~~The FRWA Member is responsible for Permitting Fees to the Agency, for constructing, and installation the permitted improvements.~~

The FRWA Member acknowledges that FRWA is non-profit membership association dedicated to assisting water and wastewater systems provide Floridians with an ample affordable supply of high quality water.

Further the FRWA Member agrees to commit to gather the data, maps, and information about its own system; and recognizes the backlog of work and is willing to be patient until FRWA can get to its project; and appreciates this membership service.

The FRWA Member has the option to hire an engineering consultant at any time, if the project cannot wait for FRWA Engineers’ availability – FRWA would be happy to provide a refund.

FRWA Member: Town of Lake Hamilton

Signature: _____ Date: _____

Please RSVP May 24, 2023! Because FRWA engineering services are in high demand we ask for your response to this offer within 30-days. ***After 30-days, your project will be removed from our list.***

If you need more time for your decision-making process just let us know!

We understand if you choose to proceed in another way and support you in that decision. We’re always here to assist water and wastewater systems. Please drop a quick line to let us know or sign the agreement and return it to us. If we have not heard from you within 30-days we will assume that this offer has expired and remove your system off our list of utilities desiring FRWA engineering services.

Table 1
Town of Lake Hamilton
2023 Wastewater Impact Fee Design

Draft

Summary of Capital Improvement Plan and Existing Fixed Assets

Line No.	Description	Cost	Adjustments	Adjusted Total	Grant Funding	Net Town Funded
1	<u>Wastewater System CIP</u>					
2	WWTP Phase 1 - 0.25 MGD	\$6,473,487	\$0	\$6,473,487	(\$4,452,835)	\$2,020,652
3	WWTP Phase 2 - 0.50 MGD	5,973,000	0	5,973,000	(1,529,026)	4,443,974
4	WWTP Phase 3 - 1.25 MGD	25,969,000	0	25,969,000	0	25,969,000
5	WWTP Land	588,000	0	588,000	0	588,000
6	Septic-to-Sewer Construction - Collection	3,206,730	0	3,206,730	0	3,206,730
7	Septic-to-Sewer Construction - Transmission	1,025,903	0	1,025,903	0	1,025,903
8	Sewer Connection Program	918,700	0	918,700	(518,902)	399,798
9	Main St. Pump Station and Force Main Extension	1,000,000	0	1,000,000	0	1,000,000
10	Total	<u>\$45,154,820</u>	<u>\$0</u>	<u>\$45,154,820</u>	<u>(\$6,500,763)</u>	<u>\$38,654,057</u>
11	<u>Fixed Assets</u>					
12	LS & Line on SR 27	\$1,368,932	\$0	\$1,368,932	(\$1,015,146)	\$353,786
13	Total	<u>\$1,368,932</u>	<u>\$0</u>	<u>\$1,368,932</u>	<u>(\$1,015,146)</u>	<u>\$353,786</u>

Table 2
Town of Lake Hamilton
2023 Wastewater Impact Fee Design

Functionalized Wastewater Capital Improvement Program [1]

Draft

Line No.	Project Description	Type	Purpose			Estimated Capital Cost	Adjustments	Net Amount For Future Expenditures	Functional Category					
			Expansion	Existing	Replace				Wastewater Treatment		Transmission		Collection/ Other	Total
				New					Existing	Expansion	Existing	Expansion		
1	WWTP Phase 1 - 0.25 MGD	Treatment	100.00%	0.00%	0.00%	\$6,473,487	\$0	\$6,473,487	\$0	\$6,473,487	\$0	\$0	\$0	\$6,473,487
2	WWTP Phase 2 - 0.50 MGD	Treatment	100.00%	0.00%	0.00%	5,973,000	0	5,973,000	0	5,973,000	0	0	0	5,973,000
3	WWTP Phase 3 - 1.25 MGD	Treatment	100.00%	0.00%	0.00%	25,969,000	0	25,969,000	0	25,969,000	0	0	0	25,969,000
4	WWTP Land	Treatment	100.00%	0.00%	0.00%	588,000	0	588,000	0	588,000	0	0	0	588,000
5	Septic-to-Sewer Construction - Collection	Collection	100.00%	0.00%	0.00%	3,206,730	0	3,206,730	0	0	0	0	3,206,730	3,206,730
6	Septic-to-Sewer Construction - Transmission	Trans	100.00%	0.00%	0.00%	1,025,903	0	1,025,903	0	0	0	1,025,903	0	1,025,903
7	Sewer Connection Program	Collection	100.00%	0.00%	0.00%	918,700	0	918,700	0	0	0	0	918,700	918,700
8	Main St. Pump Station and Force Main Extension	Trans	100.00%	0.00%	0.00%	1,000,000	0	1,000,000	0	0	0	1,000,000	0	1,000,000
9	TOTAL WASTEWATER PROJECTS					\$45,154,820	\$0	\$45,154,820	\$0	\$39,003,487	\$0	\$2,025,903	\$4,125,430	\$45,154,820
10	PERCENT OF TOTAL							100.00%	0.00%	86.38%	0.00%	4.49%	9.14%	100.00%

Table 3
Town of Lake Hamilton
2023 Wastewater Impact Fee Design

Draft

Development of Wastewater System Development Charges

Line No.	Description	Amount
Wastewater Treatment Facilities:		
1	Wastewater Treatment Plant Design and Construction	\$39,003,487
2	Less Receipt of Grant Funds	<u>(5,981,861)</u>
3	Cost of Wastewater Treatment Facilities	\$33,021,626
4	Planned Permitted Capacity of Plant Facilities (MGD) (ADF)	1.250
5	Existing Average Daily Flow (ADF) (MGD)	0.000
6	Equivalent Connection Factor - (GPD)	200.0
7	Estimated Equivalent Connections Permitted to be Served by Facilities	6,250
8	Percent Remaining Capacity of Facilities	100.00%
9	Rate per Equivalent Connection Allocable to Wastewater Treatment Facilities	\$5,283.46
10	Rounded Rate per Equivalent Connection Allocable to Wastewater Treatment Facilities	\$5,280.00
Primary Transmission System:		
11	Existing Transmission System Assets	\$1,368,932
12	Transmission System Design and Construction - CIP	2,025,903
13	Less Receipt of Grant Funds	<u>(1,015,146)</u>
14	Total Primary Transmission Facility Costs	\$2,379,689
15	Total Estimated Equivalent Connections served by Transmission Facilities	<u>6,250</u>
16	Rate per Equivalent Connection of Primary Transmission Facilities	<u>\$380.75</u>
17	Rounded Rate per Equivalent Connection of Primary Transmission Facilities	\$380.00
18	Total Combined Rate per Equivalent Connection	\$5,664.21
19	Rounded Rate per Equivalent Connection	<u>\$5,660.00</u>
20	Cost Per Gallon	\$28.30

ADF = Average Daily Flow

GPD = Gallons per Day

Footnotes continued on the following page.



Memorandum

To: Town Council

From: Town Clerk, Brittney Sandoval, CMC

Date: April 28, 2023

Subject: Monthly Update.

We are now live with ADG, our new finance system. The conversation went well, and we are working to ensure all information is correct.

The quarter 2 financial statements are included in the agenda and have been reconciled. The numbers are up to date and correct as of March 31st.

Town Hall is Closed on Monday, May 29, 2023, in observance of Memorial Day.

All Form 1 applications are due by July 1st. If you need a copy of the form or have any questions, feel free to stop by the office and I can print one out for you.

Ashley and I will be attending the Florida Business Tax Officials Conference from May 30th to June 2nd.

Other business as usual.

From the Desk of ...

Chief Michael Teague



04/27/2023

TO: Staff

SUBJECT: Council Report

March Items:

- Chief attended Bike/Ped Coalition
- 3 applicants being reviewed.
- Accreditation in Process
- 2 New Officers in Phase I Training
- Speed Control Signs Are in
- 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).
- Pill Drop was a success 5 lbs of pills dropped off.
- Gina and Kim attended EOC training
-

Michael Teague

Officer		Calls	Reports	Checks	FIR	Arrest-T	Arrest-F	Arrest-M	Arrest-W	R-Cannabis	R-Cocaine	R-K2	Pills	R-Meth	R-Firearms	S-Currency	S-Vehicles	Accidents	Citations	CR-Citations	Warnings	Community Outreach	Training Hours
Teague																							
Giffin		337	9	283		1		1										3	4	1	4		
Ortiz-Gonzale		468	14	344		3		3											50	3	22		
Weissman		332	10	239		9		9		12.5								1	23	10	24		7
Sumerlin		514	12	425														6	14		15		
Jules		7	1	6		1		1															
Gagliardi		3																			3		
Vacant																							
Vacant																							
Vacant																							
Meyer																							
Garrison																							
Total		1661	46	1297	0	14	0	14	0	12.5	0	0	0	0	0	0	0	10	91	14	68		7
Reserve Hrs																							

Monthly Proficiency Reports -April 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	(+ / -) (%)
Patrol															
Calls	1850	2027	1904	1661									7442	1276	(+) 23%
Lima	75	52	49	46									222	52	(+) 14%
Warrant Arrest	0	0	0	0									0	0	(+-) 0 %
Felony Arrest	0	0	1	0									1	0	(+-) 0%
Misd. Arrest	31	22	21	14									88	13	(+) 7%
Total Arrest	31	22	22	14									89	13	(+) 7%
Cannabis	0	0	0	14.3									14.3	0	(+) 100%
Cocaine	0	0	0	0									0	0	(+-) 0%
Methamphetamine	0	0	0	0									0	0	(+-) 0%
Firearms	0	0	0	0									0	0	(+-) 0%
Pills	0	0	0	0									0	0	(+-) 0%
K2	0	0	0	0									0	0	(+-) 0%
Traffic															
Citations	100	72	93	91									356	80	(+) 12%
Criminal Citations	24	22	22	14									82	11	(+) 21%
Warnings	68	124	115	68									375	79	(+) 14%
Crashes	14	11	14	10									49	9	(+) 10%
DUI	0	1	0	0									1	0	(+-) 0%
DRE	0	0	0	0									0	0	(+-) 0%
Deployments	0	0	2	0									2	0	(+) 100%
Apprehensions/Arrests	0	0	0	0									0	0	(+-) 0%
Hours Trained	14	12	13	7									46	11	(-) 5%
Demos	0	0	0	0									0	0	(+-)0%
Searches	0	0	2	0									2	0	(+)100%
Heroin	0	0	0	0									0	0	(+-)0%
Patrol Cont															
														0	(+-)0%
Seized Vehicles	0	0	0	0									0	0	(+-)0%
Deaths	0	0	0	0									0	0	(+-)0%
Seized Currency	0	0	0	0									0	0	(+-)0%



LAKE HAMILTON POLICE DEPARTMENT

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

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

APRIL 2023 - MONTHLY ACTIVITY REPORT

	TOTAL CALLS	TOTAL ARRESTS
ABANDONED/ IMPOUNDED	2	0
ABANDONED / FOUND PROPERTY	1	0
ABDUCTION	0	0
AED ASSIST	0	0
ALARM	14	0
ANIMAL COMPLAINT	0	0
ANIMAL COMPLAINT - DOMESTIC	0	0
ANIMAL COMPLAINT - LIVESTOCK	0	0
ANIMAL COMPLAINT - WILDLIFE	2	0
ASSAULT	0	0
ASSAULT - AGGRAVATED	0	0
ASSIST OTHER AGENCY	15	0
ATTEMPT TO CONTACT	3	0
BATTERY	1	0
BATTERY - AGGRAVATED	0	0
BATTERY - DOMESTIC	0	0
BURGLARY - BUSINESS	0	0
BURGLARY - CONVEYANCE	0	0
BURGLARY - RESIDENTIAL	1	0
BURGLARY - STRUCTURE	0	0
CHILD ABUSE	0	0
CRIMINAL MISCHIEF	2	0
CRUELTY TO ANIMALS	1	0
CURFEW VIOLATION	0	0
CUTTING	0	0
DANGEROUS SHOOTING	0	0
DEATH INVESTIGATION	0	0
DIRECTED TRAFFIC ASSIGNMENT	7	0
DISABLED VEHICLE	7	0
DISTURBANCE - CIVIL	4	0
DISTURBANCE - FAMILY	0	0
DISTURBANCE - JUVENILE	0	0
DISTURBANCE - NOISE	1	0
DISTURBANCE - VEHICLE NOISE	1	0
DISTURBANCE - WEAPON	0	0
DISTURBANCE	6	0
DROWNING	0	0
DRUNK DRIVER	0	0

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	1	0
HARRASSING PHONE CALLS	1	0
HIT & RUN FATALITY	0	0
HIT & RUN INJURIES	0	0
HIT & RUN PROPERTY DAMAGE ONLY	1	0
HIT & RUN SERIOUS INJURY TO RESULT IN DEATH	0	0
HITCHHIKER	0	0
HIGHWAY OBSTRUCTION	3	0
IDENTITY THEFT	0	0
INDUSTRIAL ACCIDENT	0	0
INFORMATION	44	0
INJURED PERSON	0	0
INVESTIGATION	12	0
LAW ENFORCEMENT CALL	3	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	1	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	1167	0
PATROL REQUEST	16	0
PATROL RESIDENCE	106	0
PERIMETER CHECK	2	0
PETIT THEFT	3	0

POSS FIREARM BY FELON	0	0
PROPERTY DAMAGE NON-CRIMINAL	0	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	1	0
SPECIAL DETAIL	13	0
STOLEN TAG / DECAL	0	0
STOLEN VEHICLE	1	0
STOLEN VEHICLE RECOVERED	1	0
SUBJECT STOP	0	0
SUICIDE ATTEMPT	0	0
SUSPICIOUS AIRCRAFT	0	0
SUSPICIOUS INCIDENT	7	0
SUSPICIOUS PERSON	2	0
SUSPICIOUS VEHICLE	5	0
TAMPERING	0	0
THEFT	0	0
TRAFFIC ASSIGNMENT	0	0
TRAFFIC COMPLAINT	9	0
TRAFFIC STOP	129	14
TRESPASSING	0	0
UNCONFIRMED EMERGENCY	14	0
VEHICLE CRASH	12	0
WORTHLESS CHECK	0	0
VIOLATION OF INUNCTION	0	0
WARRANT / CAPIAS ARREST	1	0
OVERALL TOTAL	1638	14

	TOTAL CITATIONS	TOTAL ARRESTS
CRIMINAL TRAFFIC	14	14
NON-CRIMINAL TRAFFIC	94	0
PARKING TICKETS	0	0
WARNINGS	68	0
OVERALL TOTAL	94	14

	TOTAL WGT / VALUE	TOTAL ARRESTS
Recovered Cannabis	12.500	0

Recovered Cocaine	0	0
Recovered Meth	0	0
Recovered Heroin	0	0
Recovered Pills	4	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: April 1 through April 30, 2023
Subject: Code Enforcement Report

Code Enforcement would like to advise the Town that this report is from April 1 through April 30, 2023.

- There were (23) new cases generated and (15) to generate.
 - There were (11) courtesy letters mailed
 - There were (10) notices mailed out for June SM hearing
 - There were (9) cases closed out (courtesy letter stage)
 - There were (4) case closed out (notice of violation stage).
 - April SM hearing
 - a. (3) Imposition of Fine / Lien
 - b. (4) First Offences
 - c. (1) Extension of Time
 - d. (1) Continuation
- NOTE: The April Special Magistrate was cancelled due to the Special Magistrate having a family emergency. All April cases will be presented at the May 17, 2023 Special Magistrate hearing.
- Picked up signs in the right of way
 - Other areas of concern are Peterbilt, Pinnacle, Crump Rd Warehouse and Boulevard Tire. – Will start working on these projects hopefully in May '2023
 - Next Special Magistrate Hearing is May 17, 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 or call me at 863-207-1933 for specific details regarding the status of cases.

Respectfully Submitted,

Lisa Harris, Code Enforcement

Filters: Receipt Type: Code Enforcement Fee, Start Date: 04/01/2023, End Date: 04/27/2023, Status: Posted

Receipt#	Receipt Date	Type	From	For	Amount	Status	Posted
22242	04/19/2023	Code Enforcement Fee	Kokomo Partners	Code Enforcement Fine/Fee	-109.50	Active	Posted
22374	04/24/2023	Code Enforcement Fee	Mrs. Drummond	Code Case # 20170104	-400.00	Active	Posted
22411	04/25/2023	Code Enforcement Fee	JAMES DRUMMOND	Parcel: 27-28-09 -000000-024080 code fine reduction	-1,105.00	Active	Posted
Totals							
Code Enforcement Fee		3			-1,614.50		
		Total All Receipts: 3			-1,614.50		