



**AMENDED
TOWN OF LAKE HAMILTON
TOWN COUNCIL
SPECIAL MEETING AGENDA
Tuesday, November 22, 2022
5:00 P.M.**

The Town Council of the Town of Lake Hamilton will hold a Special Meeting, on Tuesday, November 22, 2022, at 5:00 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. ITEMS TO BE DISCUSSED BY THE COUNCIL**
 - a. Resolution R-2022-20 Budget Amendment for FY 2021-2022- *pages 1-12*
 - b. Consider Pennoni Addendum 1 to Agreement LAKH22005 Phase 2 WWTF Preliminary Engineering Report- *pages 13-17*
 - c. Consider giving authority to Administrator to Negotiate Salaries- *no pages*
- 6. 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 SANDOVALSOTO, 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)

RESOLUTION R-2022-20

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LAKE HAMILTON, FLORIDA, POLK COUNTY, FLORIDA, ADOPTING A BUDGET AMENDMENT FOR THE TOWN OF LAKE HAMILTON FOR FISCAL YEAR 2021-2022; REFLECTING AN AMENDMENT TO REVENUE GENERATED TOGETHER WITH THE SOURCES OF THE REVENUE; DELINEATING AN AMENDMENT TO THE EXPENDITURES BY DEPARTMENT OF ACTIVITY; REPEALING ALL PROVISIONS IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, after a duly noticed meeting of the Town Council of the Town of Lake Hamilton, Florida, the 2021-2022 budget amendment was presented to the people of the Town of Lake Hamilton on November 22, 2022; and

WHEREAS, public comments and input were considered by the Town Council in approving the attached budget amendment.

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

SECTION 1.

The attached General Fund and Enterprise Fund budget amendments in “Exhibit A” for the Town of Lake Hamilton is hereby adopted and incorporated by reference.

SECTION 2.

The sums of money delineated therein, or as much as may be authorized by law, or as may be needed or deemed necessary to defray the expenses and liabilities of the Town are herein confirmed, ratified, and appropriated for the corporate purposes and objects of said Town herein specified.

SECTION 4. CONFLICTS.

All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. SEVERABILITY.

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

SECTION 6. EFFECTIVE DATE.

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

INTRODUCED and PASSED at the special meeting of the Town Council of Lake Hamilton, Florida, held this 22nd day of November 2022.

TOWN OF LAKE HAMILTON, FLORIDA

MICHAEL KEHOE, MAYOR

ATTEST:

BRITTNEY SANDOVALSOTO, TOWN CLERK

Approved as to form:

HEATHER R MAXWELL, ESQ., TOWN ATTORNEY

Record of Vote	Yes	No
Roberson		
Tomlinson		
O'Neill		
Wagner		
Kehoe		

Town of Lake Hamilton
Profit & Loss Budget vs. Actual
October 2021 through September 2022

October 2021 through September 2022			Favorable/ Unfavorable	Proposed
	TOTAL		Variance	Amendment
	Oct '21 - Sep 22	Budget		
Income				
Total 310.000 · Taxes	1,193,843.25	1,159,662.00	34,181.25	
Total 320.000 · PermitsFeesSpecial Assessments	454,882.82	396,665.00	58,217.82	
Total 330.000 · Intergovernmental Revenue	714,615.47	295,572.00	419,043.47	
Total 340.000 · Charges for Services	2,105,127.05	1,557,844.00	547,283.05	
343.399 · Conversion Income	(1,064.59)	-	(1,064.59)	
Total 350.000 · Judgments, Fines and Forfeits	17,097.39	40,000.00	(22,902.61)	
Total 360.000 · Miscellaneous Revenues	79,461.76	18,000.00	61,461.76	
Total 380.000 · Non-Operating Revenue	-	1,145,373.00	(1,145,373.00)	
Total Income	4,563,963.15	4,613,116.00	(49,152.85)	
Expense				
Total 511.00 · Legislative	468,149.30	305,148.00	(163,001.30)	185,800.00
Total 513.00 · Finance Department	304,789.91	332,604.00	27,814.09	
Total 521.00 · Law Enforcement	804,424.34	871,785.00	67,360.66	
Total 524.00 · Building & Planning	344,806.12	244,521.00	(100,285.12)	106,300.00
Total 533.00 · Water Utility Services	970,631.79	1,130,244.00	159,612.21	
Total 534.00 · Sanitation	291,840.42	301,941.00	10,100.58	
Total 535.00 · Sewer / Wastewater Services	1,353,952.54	59,521.00	(1,294,431.54)	1,340,300.00
Total 541.00 · Road & Street Facilities	202,624.29	1,138,685.00	936,060.71	
Total 572.00 · Parks and Recreation	114,689.81	228,667.00	113,977.19	
590.100 · Muni-Link Dep Refund Clearing	98.38	-		
66900 · Reconciliation Discrepancies	0.01			
Total Expense	4,856,218.11	4,613,116.00	(243,102.11)	1,632,400.00
Ne Net Income	(292,254.96)	-		

Town of Lake Hamilton
Budget Amendment
Year ended September 30, 2022

	TOTAL		Favorable/ Unfavorable Variance	Proposed Amendment
	Oct '21 - Sep 22	Budget		
Ordinary Income/Expense				
Income				
310.000 · Taxes				
311.000 · Ad Valorem Taxes	800,376.49	779,625.00		
312.000 · Local Option, Use & Fuel Taxes				
312.300 · County 9th Cent Voted Fuel Tax	13,271.06	12,500.00		
312.410 · 1st Local Option Fuel Tax	74,307.82	71,911.00		
312.420 · 2nd Local Option Fuel Tax	47,160.41	45,354.00		
Total 312.000 · Local Option, Use & Fuel Taxes	134,739.29	129,765.00		
314.000 · Utility Services Taxes				
314.100 · Electricity	169,033.82	154,000.00		
314.300 · Water	58,894.50	63,600.00		
314.800 · Propane	4,047.35	4,950.00		
Total 314.000 · Utility Services Taxes	231,975.67	222,550.00		
315.000 · Communications Services Taxes	21,794.59	20,722.00		
316.000 · Local Business Tax				
316.001 · Local Tax	4,064.56	6,000.00		
316.002 · From County	892.65	1,000.00		
Total 316.000 · Local Business Tax	4,957.21	7,000.00		
Total 310.000 · Taxes	1,193,843.25	1,159,662.00		
320.000 · PermitsFeesSpecial Assessments				
322.00 · Permits				
322.100 · Building Permits	80,070.07	75,000.00		
322.200 · Admin Fee Collection	5,320.08	5,743.00		
Total 322.00 · Permits	85,390.15	80,743.00		
323.000 · Franchise Fees				
323.100 · Electricity	134,635.70	125,000.00		
323.700 · Solid Waste				
323.701 · Republic Services Franchise Fee	34,307.18	32,000.00		
Total 323.700 · Solid Waste	34,307.18	32,000.00		
Total 323.000 · Franchise Fees	168,942.88	157,000.00		
324.000 · Impact Fees				
324.110 · Residential-Public Safety	285.00			
324.210 · Residential-PhysicalEnvironment				
324.211 · Water Impact Fees - Residential	33,049.88	33,817.00		
324.210 · Residential-PhysicalEnvironment - Other	2,319.29			
Total 324.210 · Residential-PhysicalEnvironment	35,369.17	33,817.00		
324.220 · Commercial-PhysicalEnvironment				
324.221 · Water Impact Fees - Commercial	4,638.58	0.00		
Total 324.220 · Commercial-PhysicalEnvironment	4,638.58	0.00		
324.310 · Residential-Transportation				
324.311 · Streets Impact Fee	707.00			
Total 324.310 · Residential-Transportation	707.00			
324.610 · Residential-Culture/Recreation				
324.611 · Park and Trails Impact Fee	461.00			
Total 324.610 · Residential-Culture/Recreation	461.00			
324.910 · Residential-Other				
324.911 · Municipal Facilities Impact Fee	288.00			
Total 324.910 · Residential-Other	288.00			
Total 324.000 · Impact Fees	41,748.75	33,817.00		
329.000 · OtherPermitsSpecialAssessments				
329.001 · Golf Cart Registrations	70.00	105.00		
329.002 · Planning Department Fees	158,731.04	125,000.00		
Total 329.000 · OtherPermitsSpecialAssessments	158,801.04	125,105.00		
Total 320.000 · PermitsFeesSpecial Assessments	454,882.82	396,665.00		
330.000 · Intergovernmental Revenue				
331.000 · Federal Grants				
331.200 · Public Safety				
331.201 · JAGD Grant	0.00	1,000.00		

Town of Lake Hamilton
 Budget Amendment
 Year ended September 30, 2022

	TOTAL		Unfavorable	Proposed
	Oct '21 - Sep 22	Budget	Variance	Amendment
331.202 · Police Grant JAGC	27,972.60	10,000.00		
Total 331.200 · Public Safety	27,972.60	11,000.00		
331.300 · Physical Environment				
331.310 · Water Supply System	462,516.82	0.00		
Total 331.300 · Physical Environment	462,516.82	0.00		
Total 331.000 · Federal Grants	490,489.42	11,000.00		
334.000 · State Grants				
334.200 · Public Safety	25,258.02			
334.300 · Physical Environment				
334.310 · Water Supply System	0.00	0.00		
334.350 · Sewer/Wastewater	0.00	0.00		
334.360 · Stormwater Management	0.00	0.00		
Total 334.300 · Physical Environment	0.00	0.00		
334.700 · Culture and Recreation				
334.701 · FRDAP	0.00	118,000.00		
Total 334.700 · Culture and Recreation	0.00	118,000.00		
Total 334.000 · State Grants	25,258.02	118,000.00		
335.000 · State Shared Revenues				
335.100 · General Government				
335.140 · Mobile Home License Tax	160.12	100.00		
335.150 · Alcoholic Beverage License Tax	929.93	195.00		
335.180 · Local Govt 1/2 Cent Sales Tax	128,634.17	108,375.00		
335.190 · State Revenue Sharing .08 Tax	69,138.81	57,902.00		
Total 335.100 · General Government	198,863.03	166,572.00		
335.200 · Public Safety				
335.230 · Emergency Management Assistance	0.00			
335.200 · Public Safety - Other	5.00			
Total 335.200 · Public Safety	5.00			
Total 335.000 · State Shared Revenues	198,868.03	166,572.00		
Total 330.000 · Intergovernmental Revenue	714,615.47	295,572.00		
340.000 · Charges for Services				
341.000 · General Government				
341.900 · Other General Govt Charges/Fees				
341.901 · General Misc./Elections	11.80	1,000.00		
341.902 · Lien Search Request	2,365.00	1,500.00		
Total 341.900 · Other General Govt Charges/Fees	2,376.80	2,500.00		
Total 341.000 · General Government	2,376.80	2,500.00		
342.000 · Public Safety				
342.100 · Law Enforcement Services	955.00	1,000.00		
342.500 · Code Enforcement Fees	544.21	12,500.00		
Total 342.000 · Public Safety	1,499.21	13,500.00		
343.000 · Physical Environment				
343.100 · Electric Utility	0.00	0.00		
343.300 · Water Utility				
343.301 · Water Income	589,769.14	636,000.00		
343.302 · Water Meter Set Fees	14,297.82	10,767.00		
343.303 · Cross Connection Program	8,055.00	6,795.00		
343.304 · Administrative Fees	80.00			
343.305 · Connect/Reconnect Fees	14,520.00	13,000.00		
343.306 · Water Capacity Fee Escrow	345,574.21	500,000.00		
Total 343.300 · Water Utility	972,296.17	1,166,562.00		
343.400 · Garbage/Solid Waste				
343.401 · Sanitation Income	144,649.98	152,304.00		
343.402 · Trash Collection	98,985.71	104,208.00		
Total 343.400 · Garbage/Solid Waste	243,635.69	256,512.00		
343.500 · Sewer/Wastewater Utility				
343.501 · Wastewater Capacity	750,000.00			
343.500 · Sewer/Wastewater Utility - Other	53,295.69	45,000.00		
Total 343.500 · Sewer/Wastewater Utility	803,295.69	45,000.00		
343.550 · Stormwater Management Fees	45,366.55	50,520.00		
343.900 · OtherPhysicalEnvironmentCharges				
343.901 · Late Fee Income	33,677.94	22,000.00		

Town of Lake Hamilton
Budget Amendment
Year ended September 30, 2022

	TOTAL		Unfavorable Variance	Proposed Amendment
	Oct '21 - Sep 22	Budget		
343.902 · Return Check Revenue	2,979.00	1,200.00		
Total 343.900 · OtherPhysicalEnvironmentCharges	36,656.94	23,200.00		
Total 343.000 · Physical Environment	2,101,251.04	1,541,794.00		
347.000 · Culture and Recreation				
347.400 · Special Events	0.00	50.00		
Total 347.000 · Culture and Recreation	0.00	50.00		
Total 340.000 · Charges for Services	2,105,127.05	1,557,844.00		
343.399 · Conversion Income	-1,064.59	0.00		
350.000 · Judgments, Fines and Forfeits				
351.000 · Judgements				
351.100 · County Court Criminal				
351.101 · Police Fines & Forfeitures	14,407.29	25,000.00		
351.102 · Police Education	1,291.09	2,000.00		
351.103 · Clerk of County Court Fees	0.00	8,000.00		
351.104 · Police Investigations	1,399.01	5,000.00		
Total 351.100 · County Court Criminal	17,097.39	40,000.00		
Total 351.000 · Judgements	17,097.39	40,000.00		
Total 350.000 · Judgments, Fines and Forfeits	17,097.39	40,000.00		
360.000 · Miscellaneous Revenues				
361.000 · Interest and Other Earnings				
361.100 · Interest	1,024.29	6,500.00		
Total 361.000 · Interest and Other Earnings	1,024.29	6,500.00		
364.000 · Sales-Disposition ofFixedAssets	0.00	5,000.00		
365.000 · Sales-Surplus Materials/Scrap	0.00	0.00		
366.000 · Contributions/Donations-Private	4,602.02	5,000.00		
369.000 · Other Miscellaneous Revenues				
369.900 · Other	73,835.45	1,500.00		
Total 369.000 · Other Miscellaneous Revenues	73,835.45	1,500.00		
Total 360.000 · Miscellaneous Revenues	79,461.76	18,000.00		
380.000 · Non-Operating Revenue				
381.000 · Interfund Group Transfers In	0.00	645,373.00		
384.000 · Debt Proceeds	0.00	500,000.00		
Total 380.000 · Non-Operating Revenue	0.00	1,145,373.00		
Total Income	4,563,963.15	4,613,116.00	(49,152.85)	
Expense				
510.00 · General Government Services				
511.00 · Legislative				
511.10 · Personnel Services				
511.11 · Executive Salaries	6,550.00	3,180.00		
511.24 · Workers' Compensation	23,871.00	45,000.00		
Total 511.10 · Personnel Services	30,421.00	48,180.00	17,759.00	
511.30 · Operating Expenditures/Expenses				
511.31 · Professional Services	138,119.80	75,000.00	(63,119.80)	65,000.00
511.34 · Other Services	0.00	0.00	-	
511.40 · Travel and Per Diem	4,938.50	600.00	(4,338.50)	4,500.00
511.45 · Insurance	59,474.00	50,000.00	(9,474.00)	9,800.00
511.46 · Repair & Maintenance Services	5,201.09	0.00	(5,201.09)	5,400.00
511.47 · Printing & Binding	4,052.29	3,500.00	(552.29)	
511.48 · Promotional Activities	19,421.61	10,000.00	(9,421.61)	9,700.00
511.49 · OtherCurrentCharges/Obligations	0.00	0.00	-	
511.52 · Operating Supplies	0.00	0.00	-	
511.54 · BooksPublicaSubscripMemberships	49,186.26	2,500.00	(46,686.26)	48,100.00
511.55 · Training	2,887.00	3,000.00	113.00	
Total 511.30 · Operating Expenditures/Expenses	283,280.55	144,600.00	(138,680.55)	
511.60 · Capital Outlay				
511.62 · Buildings	37,080.96	0.00	(37,080.96)	38,200.00
511.63 · Infrastructure	4,999.25	0.00	(4,999.25)	5,100.00
Total 511.60 · Capital Outlay	42,080.21	0.00	(42,080.21)	
511.70 · Debt Service				
511.71 · Principal	57,190.81	64,141.00		
511.72 · Interest	55,176.73	48,227.00		
Total 511.70 · Debt Service	112,367.54	112,368.00	0.46	

Town of Lake Hamilton
Budget Amendment
Year ended September 30, 2022

	TOTAL		Unfavorable Variance	Proposed Amendment
	Oct '21 - Sep 22	Budget		
511.90 · Other Uses				
511.91 · Intragovernmental Transfers	0.00	0.00		
Total 511.90 · Other Uses	0.00	0.00		
Total 511.00 · Legislative	468,149.30	305,148.00	(163,001.30)	185,800.00
512.00 · Town Administrator & Town Clerk				
512.10 · Personnel Services				
512.11 · Executive Salaries	0.00	0.00		
512.12 · Regular Salaries & Wages	0.00	0.00		
512.21 · FICA Taxes	0.00	0.00		
512.22 · Retirement Contributions	0.00	0.00		
512.23 · Life and Health Insurance	0.00	0.00		
Total 512.10 · Personnel Services	0.00	0.00		
512.30 · Operating Expenditures/Expenses				
512.31 · Election Expenses	0.00	0.00		
512.40 · Travel and Per Diem	0.00	0.00		
512.42 · Freight & Postage Services	0.00	0.00		
512.44 · Rentals & Leases	0.00	0.00		
512.46 · Repair & Maintenance Services	0.00	0.00		
512.47 · Printing & Binding	0.00	0.00		
512.51 · Office Supplies	0.00	0.00		
512.52 · Operating Supplies				
512.521 · Fuel	0.00	0.00		
512.52 · Operating Supplies - Other	211.20	0.00		
Total 512.52 · Operating Supplies	211.20	0.00		
512.54 · BooksPublicaSubscripMemberships	0.00	0.00		
512.55 · Training	0.00	0.00		
Total 512.30 · Operating Expenditures/Expenses	211.20	0.00		
Total 512.00 · Town Administrator & Town Clerk	211.20	0.00		
513.00 · Finance Department				
513.10 · Personnel Services				
513.12 · Regular Salaries & Wages	179,960.50	193,523.00		
513.15 · Special Pay	672.00	728.00		
513.21 · FICA Taxes	13,581.25	14,860.00		
513.22 · Retirement Contributions	6,670.25	6,743.00		
513.23 · Life and Health Insurance	33,792.03	44,600.00		
Total 513.10 · Personnel Services	234,676.03	260,454.00		
513.30 · Operating Expenditures/Expenses				
513.32 · Accounting & Auditing	37,308.10	35,000.00		
513.40 · Travel and Per Diem	3,301.96	4,500.00		
513.41 · Communication Services	2,315.14	3,500.00		
513.42 · Freight & Postage Services	0.00	0.00		
513.43 · Utility Services	4,373.85	3,500.00		
513.44 · Rentals & Leases	1,848.78	1,800.00		
513.45 · Insurance	917.21			
513.46 · Repair & Maintenance Services	740.06	1,200.00		
513.47 · Printing & Binding	285.69	1,500.00		
513.49 · OtherCurrentCharges/Obligations				
513.492 · Advertising	1,319.49	1,500.00		
513.49 · OtherCurrentCharges/Obligations - Other	78.00	0.00		
Total 513.49 · OtherCurrentCharges/Obligations	1,397.49	1,500.00		
513.51 · Office Supplies	0.00	0.00		
513.52 · Operating Supplies				
513.521 · Fuel	107.91	1,000.00		
513.52 · Operating Supplies - Other	9,725.86	10,000.00		
Total 513.52 · Operating Supplies	9,833.77	11,000.00		
513.54 · BooksPublicaSubscripMemberships	5,476.83	5,500.00		
513.55 · Training	2,315.00	3,150.00		
Total 513.30 · Operating Expenditures/Expenses	70,113.88	72,150.00		
Total 513.00 · Finance Department	304,789.91	332,604.00	27,814.09	
514.00 · Town Attorney & Legal Services				
514.31 · Professional Services-Attorney				
514.311 · Professional Services - Other	0.00	0.00		
514.31 · Professional Services-Attorney - Other	0.00	0.00		

Town of Lake Hamilton
 Budget Amendment
 Year ended September 30, 2022

	TOTAL		Unfavorable Variance	Proposed Amendment
	Oct '21 - Sep 22	Budget		
Total 514.31 · Professional Services-Attorney	0.00	0.00		
514.40 · Travel and Per Diem	0.00	0.00		
Total 514.00 · Town Attorney & Legal Services	0.00	0.00		
517.00 · Debt Service Payments				
517.71 · Principal (Building)	0.00	0.00		
517.72 · Interest (Building)	0.00	0.00		
517.73 · Principal (Police Dept. Tasers)				
517.731 · Princial (Police Dept. Radios)	0.00	0.00		
517.732 · Principal (Trash Truck)	0.00	0.00		
517.73 · Principal (Police Dept. Tasers) - Other	0.00	0.00		
Total 517.73 · Principal (Police Dept. Tasers)	0.00	0.00		
Total 517.00 · Debt Service Payments	0.00	0.00		
519.00 · Other General Govt Services				
519.10 · Personnel Services				
519.24 · Workers' Compensation	0.00	0.00		
Total 519.10 · Personnel Services	0.00	0.00		
519.30 · Operating Expenditures/Expenses				
519.32 · Accounting & Auditing	0.00	0.00		
519.41 · Communication Services	0.00	0.00		
519.43 · Utility Services	0.00	0.00		
519.45 · Insurance	0.00	0.00		
519.49 · Transportation (Citrus Connect)				
519.491 · Ridge League Dinner	0.00	0.00		
519.492 · PWRC Contribution	0.00	0.00		
519.493 · Insurance Claims (Restricted)	0.00	0.00		
519.49 · Transportation (Citrus Connect) - Other	0.00	0.00		
Total 519.49 · Transportation (Citrus Connect)	0.00	0.00		
519.52 · Software Maintenance	0.00	0.00		
Total 519.30 · Operating Expenditures/Expenses	0.00	0.00		
519.90 · Other Uses				
519.91 · Contingency				
519.911 · Municipal Facilities Impact Fee	0.00	0.00		
Total 519.91 · Contingency	0.00	0.00		
Total 519.90 · Other Uses	0.00	0.00		
Total 519.00 · Other General Govt Services	0.00	0.00		
Total 510.00 · General Government Services	773,150.41	637,752.00		
520.00 · Public Safety				
521.00 · Law Enforcement				
521.10 · Personnel Services				
521.12 · Regular Salaries & Wages	414,560.75	496,885.00		
521.14 · Overtime	17,776.07	15,000.00		
521.15 · Special Pay				
521.151 · Longevity Pay	0.00	0.00		
521.15 · Special Pay - Other	9,443.00	11,026.00		
Total 521.15 · Special Pay	9,443.00	11,026.00		
521.21 · FICA Taxes	33,184.70	40,003.00		
521.22 · Retirement Contributions	16,643.73	20,221.00		
521.23 · Life and Health Insurance	93,557.28	122,650.00		
Total 521.10 · Personnel Services	585,165.53	705,785.00		
521.30 · Operating Expenditures/Expenses				
521.31 · Professional Services				
521.311 · Pre-Employment Physicals	0.00	0.00		
521.31 · Professional Services - Other	42,192.50	37,000.00		
Total 521.31 · Professional Services	42,192.50	37,000.00		
521.40 · Travel and Per Diem	2,621.06	4,000.00		
521.41 · Communication Services	17,121.85	27,000.00		
521.42 · Postage Services	0.00	0.00		
521.43 · Utility Services	4,139.23	3,000.00		
521.44 · Rentals & Leases	1,899.29	3,500.00		
521.46 · Repair & Maintenance Services	12,646.20	8,500.00		
521.47 · Printing & Binding	245.00	2,000.00		
521.51 · Office Supplies	0.00	0.00		

Town of Lake Hamilton
Budget Amendment
Year ended September 30, 2022

	TOTAL		Unfavorable Variance	Proposed Amendment
	Oct '21 - Sep 22	Budget		
521.52 · Operating Supplies				
521.521 · Other Operating Supplies	14,412.92	17,500.00		
521.522 · Fuel Expenses	37,951.50	20,000.00		
521.523 · Uniforms	10,324.53	4,000.00		
521.524 · Operating Supplies - K-9 Unit	0.00	0.00		
521.52 · Operating Supplies - Other	607.08			
Total 521.52 · Operating Supplies	63,296.03	41,500.00		
521.54 · BooksPublicaSubscripMemberships	16,146.97	5,500.00		
521.55 · Training	1,777.50	9,000.00		
Total 521.30 · Operating Expenditures/Expenses	162,085.63	141,000.00		
521.60 · Capital Outlay				
521.64 · Machinery & Equipment				
521.642 · Vehicles and Equipment	5,341.00	14,000.00		
521.643 · Law Enforcement Grant	38,133.58	11,000.00		
Total 521.64 · Machinery & Equipment	43,474.58	25,000.00		
Total 521.60 · Capital Outlay	43,474.58	25,000.00		
521.70 · Debt Service				
521.700 · LAW ENFORCEMENT - PD Radio Loan	13,698.60			
Total 521.70 · Debt Service	13,698.60			
Total 521.00 · Law Enforcement	804,424.34	871,785.00	67,360.66	
524.00 · Building & Planning				
524.10 · Personnel Services				
524.12 · Regular Salaries & Wages	129,047.65	468.00	(128,579.65)	
524.15 · Longevity Pay	572.00	0.00	(572.00)	
524.21 · FICA Taxes	9,746.09	10,443.00	696.91	
524.22 · Retirement Contributions	2,419.04	2,419.00	(0.04)	
524.23 · Life and Health Insurance	11,777.75	11,150.00	(627.75)	
524.10 · Personnel Services - Other	0.00	136,041.00	136,041.00	
Total 524.10 · Personnel Services	153,562.53	160,521.00		
524.30 · Operating Expenditures/Expenses				
524.31 · Professional Services	168,180.55	65,000.00	(103,180.55)	106,300.00
524.40 · Travel and Per Diem	572.68	2,500.00	1,927.32	
524.41 · Communication Services	2,045.42	2,000.00	(45.42)	
524.43 · Utility Services	3,986.67	2,500.00	(1,486.67)	
524.44 · Rentals & Leases	186.22	500.00	313.78	
524.51 · Office Supplies	0.00	0.00	-	
524.52 · Operating Supplies			-	
524.521 · Other Operating Supplies	9,304.55	6,000.00	(3,304.55)	
524.522 · Fuel Expenses	0.00	500.00	500.00	
Total 524.52 · Operating Supplies	9,304.55	6,500.00		
524.54 · BooksPublicaSubscripMemberships	6,967.50	5,000.00	(1,967.50)	
524.55 · Training	0.00	0.00	-	
Total 524.30 · Operating Expenditures/Expenses	191,243.59	84,000.00		
Total 524.00 · Building & Planning	344,806.12	244,521.00	(100,285.12)	106,300.00
Total 520.00 · Public Safety	1,149,230.46	1,116,306.00		
530.00 · Physical Environment				
533.00 · Water Utility Services				
533.10 · Personnel Services				
533.12 · Regular Salaries & Wages	122,658.10	114,402.00		
533.14 · Overtime	11,696.34	15,000.00		
533.15 · Special Pay	11,198.50	16,302.00		
533.21 · FICA Taxes	10,945.77	11,146.00		
533.22 · Retirement Contributions	8,673.82	10,422.00		
533.23 · Life and Health Insurance	34,694.60	33,450.00		
Total 533.10 · Personnel Services	199,867.13	200,722.00		
533.30 · Operating Expenditures/Expenses				
533.31 · Professional Services				
533.311 · Engineering Services	124,631.31	5,000.00		
533.31 · Professional Services - Other	13,040.00	15,000.00		
Total 533.31 · Professional Services	137,671.31	20,000.00		
533.34 · Other Services	0.00	10,000.00		
533.40 · Travel and Per Diem	1,356.41	3,200.00		

Town of Lake Hamilton
Budget Amendment
Year ended September 30, 2022

	TOTAL		Unfavorable Variance	Proposed Amendment
	Oct '21 - Sep 22	Budget		
533.41 · Communication Services	4,639.43	4,500.00		
533.43 · Utility Services	35,298.30	36,000.00		
533.44 · Rentals & Leases	3,743.17	2,500.00		
533.45 · Insurance	23,427.98	23,000.00		
533.46 · Repair & Maintenance Services	86,256.86	55,000.00		
533.47 · Printing & Binding	0.00	1,500.00		
533.52 · Operating Supplies				
533.521 · Other Operating Supplies	46,837.37	40,000.00		
533.522 · Fuel Expenses	6,881.05	6,000.00		
533.523 · Uniforms	653.42	500.00		
533.52 · Operating Supplies - Other	316.23			
Total 533.52 · Operating Supplies	54,688.07	46,500.00		
533.54 · BooksPublicaSubscripMemberships	738.00	4,378.00		
533.55 · Training	1,377.94	3,000.00		
533.59 · Depreciation	0.00	0.00		
533.599 · Water Taxes	4,528.56			
Total 533.30 · Operating Expenditures/Expenses	353,726.03	209,578.00		
533.60 · Capital Outlay				
533.63 · Infrastructure				
533.631 · In house water projects	13,837.60	25,000.00		
533.632 · Water Distribution System	174,834.80	0.00		
533.633 · Water other capital cost AWS	0.00	500,000.00		
Total 533.63 · Infrastructure	188,672.40	525,000.00		
533.64 · Machinery & Equipment	71,387.33	32,500.00		
Total 533.60 · Capital Outlay	260,059.73	557,500.00		
533.70 · Debt Service				
533.71 · Principal				
533.712 · 2021 WDS lines	0.00	45,883.00		
533.713 · Water Treatment Plant	39,687.50	104,267.00		
533.71 · Principal - Other	104,997.50			
Total 533.71 · Principal	144,685.00	150,150.00		
533.73 · Other Debt Service Costs				
533.731 · Hydrogen Sulfide Debt Service	12,293.90	12,294.00		
Total 533.73 · Other Debt Service Costs	12,293.90	12,294.00		
Total 533.70 · Debt Service	156,978.90	162,444.00		
Total 533.00 · Water Utility Services	970,631.79	1,130,244.00	159,612.21	
534.00 · Sanitation				
534.10 · Personnel Services				
534.12 · Regular Salaries & Wages	47,025.78	49,373.00		
534.21 · FICA Taxes	3,536.27	3,777.00		
534.22 · Retirement Contributions	100.00	883.00		
534.23 · Life and Health Insurance	11,942.99	11,150.00		
Total 534.10 · Personnel Services	62,605.04	65,183.00		
534.30 · Operating Expenditures/Expenses				
534.34 · Other Services	157,613.46	185,000.00		
534.41 · Communication Services	1,806.64	1,000.00		
534.46 · Repair & Maintenance Services	9,042.69	7,000.00		
534.51 · Office Supplies	0.00	3,700.00		
534.52 · Operating Supplies				
534.521 · Other Operating Supplies	5,099.34	1,500.00		
534.522 · Fuel Expenses	8,355.21	3,500.00		
534.523 · Uniforms	226.42	250.00		
534.52 · Operating Supplies - Other	0.00	0.00		
Total 534.52 · Operating Supplies	13,680.97	5,250.00		
534.55 · Training	1,089.69	500.00		
Total 534.30 · Operating Expenditures/Expenses	183,233.45	202,450.00		
534.60 · Capital Outlay				
534.64 · Machinery & Equipment	5,984.33	34,308.00		
Total 534.60 · Capital Outlay	5,984.33	34,308.00		
534.70 · Debt Service				
534.71 · Principal	40,017.60	0.00		
Total 534.70 · Debt Service	40,017.60	0.00		

Town of Lake Hamilton
Budget Amendment
Year ended September 30, 2022

	TOTAL		Unfavorable Variance	Proposed Amendment
	Oct '21 - Sep 22	Budget		
Total 534.00 · Sanitation	291,840.42	301,941.00	10,100.58	
535.00 · Sewer / Wastewater Services				
535.10 · Personnel Services				
535.12 · Regular Salaries & Wages	14,412.82	13,649.00	(763.82)	
535.15 · Special Pay	1,920.00	0.00	(1,920.00)	
535.21 · FICA Taxes	1,227.95	1,044.00	(183.95)	
535.23 · Life and Health Insurance	917.21		(917.21)	
535.10 · Personnel Services - Other	0.00	0.00	-	
Total 535.10 · Personnel Services	18,477.98	14,693.00		
535.30 · Operating Expenditures/Expenses				
535.31 · Professional Services	573,377.11	5,000.00	(568,377.11)	585,400.00
535.32 · Accounting & Auditing	30.00	0.00	(30.00)	
535.40 · Travel and Per Diem	0.00	2,000.00	2,000.00	
535.41 · Communication Services	1,178.59	1,500.00	321.41	
535.43 · Utility Services	2,100.93	1,500.00	(600.93)	
535.45 · Insurance	0.00	7,000.00	7,000.00	
535.46 · Repair & Maintenance Services	8,495.37	5,500.00	(2,995.37)	3,100.00
535.52 · Operating Supplies	21,963.12	17,000.00	(4,963.12)	5,100.00
535.54 · BooksPublicaSubscripMemberships	200.00	250.00	50.00	
535.55 · Training	141.00	2,000.00	1,859.00	
Total 535.30 · Operating Expenditures/Expenses	607,486.12	41,750.00		
535.60 · Capital Outlay				
535.61 · Land	581,717.40		(581,717.40)	599,200.00
535.63 · Infrastructure	136,943.25	0.00	(136,943.25)	141,100.00
535.64 · Machinery & Equipment	6,249.67		(6,249.67)	6,400.00
Total 535.60 · Capital Outlay	724,910.32	0.00		
535.70 · Debt Service				
535.71 · Principal	3,078.12	3,078.00		
Total 535.70 · Debt Service	3,078.12	3,078.00		
Total 535.00 · Sewer / Wastewater Services	1,353,952.54	59,521.00	(1,294,431.54)	1,340,300.00
Total 530.00 · Physical Environment	2,616,424.75	1,491,706.00		
540.00 · Transportation				
541.00 · Road & Street Facilities				
541.10 · Personnel Services				
541.12 · Regular Salaries & Wages	43,123.28	49,699.00		
541.21 · FICA Taxes	3,243.75	3,802.00		
541.22 · Retirement Contributions	0.00	234.00		
541.23 · Life and Health Insurance	13,793.46	11,150.00		
541.10 · Personnel Services - Other	0.00	0.00		
Total 541.10 · Personnel Services	60,160.49	64,885.00		
541.30 · Operating Expenditures/Expenses				
541.31 · Professional Services	20,147.86	15,000.00		
541.41 · Communication Services	1,179.15	500.00		
541.43 · Utility Services	27,882.42	15,000.00		
541.451 · NPDES/Stormwater Expense	8,937.11	15,000.00		
541.46 · Repair & Maintenance Services	13,350.86	12,000.00		
541.52 · Operating Supplies				
541.521 · Other Operating Supplies	7,259.25	5,000.00		
541.522 · Fuel Expenses	5,673.57	1,900.00		
541.523 · Uniforms	281.08	500.00		
Total 541.52 · Operating Supplies	13,213.90	7,400.00		
541.53 · Road Materials & Supplies	13,209.82	7,500.00		
541.55 · Training	0.00	1,400.00		
Total 541.30 · Operating Expenditures/Expenses	97,921.12	73,800.00		
541.60 · Capital Outlay				
541.63 · Infrastructure	28,169.34	1,000,000.00		
541.64 · Machinery & Equipment	16,373.34			
Total 541.60 · Capital Outlay	44,542.68	1,000,000.00		
Total 541.00 · Road & Street Facilities	202,624.29	1,138,685.00	936,060.71	
Total 540.00 · Transportation	202,624.29	1,138,685.00		
570.00 · Culture & Recreation				
572.00 · Parks and Recreation				
572.10 · Personnel Services				

Town of Lake Hamilton
 Budget Amendment
 Year ended September 30, 2022

	TOTAL		Unfavorable Variance	Proposed Amendment
	Oct '21 - Sep 22	Budget		
572.12 · Regular Salaries & Wages	41,213.65	49,699.00		
572.14 · Overtime	118.50			
572.21 · FICA Taxes	3,107.05	3,802.00		
572.22 · Retirement Contributions	0.00	266.00		
572.23 · Life and Health Insurance	6,540.74	11,150.00		
572.10 · Personnel Services - Other	0.00	0.00		
Total 572.10 · Personnel Services	50,979.94	64,917.00		
572.30 · Operating Expenditures/Expenses				
572.31 · Professional Services	29,457.50	15,000.00		
572.41 · Communication Services	1,178.59	500.00		
572.43 · Utility Services	3,881.75	3,500.00		
572.46 · Repair & Maintenance Services	13,794.50	5,000.00		
572.52 · Operating Supplies				
572.521 · Other Operating Supplies	5,116.07	4,500.00		
572.522 · Fuel Expenses	3,963.25	2,000.00		
572.523 · Uniforms	333.88	250.00		
Total 572.52 · Operating Supplies	9,413.20	6,750.00		
Total 572.30 · Operating Expenditures/Expenses	57,725.54	30,750.00		
572.60 · Capital Outlay				
572.63 · Infrastructure	0.00	0.00		
572.64 · Machinery & Equipment	5,984.33	133,000.00		
Total 572.60 · Capital Outlay	5,984.33	133,000.00		
Total 572.00 · Parks and Recreation	114,689.81	228,667.00		
574.00 · Special Events				
574.31 · Professional Services	0.00	0.00		
574.48 · Promotional Activities	0.00	0.00		
Total 574.00 · Special Events	0.00	0.00		
Total 570.00 · Culture & Recreation	114,689.81	228,667.00	113,977.19	
590.100 · Muni-Link Dep Refund Clearing	98.38	0.00		
66900 · Reconciliation Discrepancies	0.01			
Total Expense	4,856,218.11	4,613,116.00		
Net Ordinary Income	-292,254.96	0.00		
Net Income	-292,254.96	0.00		

October 6, 2022

Proposal No. LAKHA22005P

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

**RE: ADDENDUM 1 TO SUPPLEMENTAL AGREEMENT LAKHA22005 – PHASE 2 WWTF PRELIMINARY
ENGINEERING REPORT**

Dear Mr. Teague:

We are pleased to submit two (2) copies of this Addendum 1 to provide consulting engineering services for the referenced Project. This Agreement describes our revised scope of services to prepare a revised preliminary engineering report (reduced from 1.25 MGD to approximately 0.5 MGD) for the Town's planned Phase 2 Wastewater Treatment Facility (WWTF).

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.
Division Manager – Water and Wastewater

ADDENDUM 1 to SUPPLEMENTAL AGREEMENT LAKHA22005

By and Between

TOWN OF LAKE HAMILTON - and – PENNONI ASSOCIATES INC.

Project

REVISED PHASE 2 WWTF PRELIMINARY ENGINEERING REPORT

1.0 GENERAL: This is Addendum 1 to Supplemental Agreement LAKHA22005 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 the 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 commissioned Pennoni on May 25, 2022 to prepare a Preliminary Design Report for the Town's planned Phase 2 WWTF to achieve a total treatment capacity of 1.25 MGD. The Preliminary Design Report, which was completed and presented to Town Council on July 19, 2022 for adoption, also identified improvements to treatment processes improvements needed to comply with Florida's public access reuse effluent disposal standards to help solve a portion of the Town's anticipated water demands in coming years.

Due to a revised outlook and projections or planned housing developments, the Town desires to revise the scope and reduce the size of the Phase 2 WWTF to approximately 500,000 gpd of total capacity. A strategy will now need to be formulated to transition and accomplish public access reuse improvements for a revised phase 3 facility in a cost-effective manner using available Town funds. The Town wishes to engage Pennoni to revise the Preliminary Design Report to help plan implementation of the Town's WWTF as further described herein.

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

5.0 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.

5.1 Preliminary Engineering Report:

- 5.1.1** Confirm the planning duration and wastewater flows to be utilized for the Phase 2 WWTF, which will be provided by the Town and be the basis of this effort;
- 5.1.2** Evaluate activated sludge and public access reuse infrastructure component expansion options;
- 5.1.2** Contact packaged plant vendor(s) to discuss availability, scheduling, cost, expandability, and technical considerations for a revised Phase 2 WWTF;
- 5.1.3** Prepare conceptual process flow diagram and site layout drawings for a recommended revised Phase 2 WWTF;
- 5.1.4** Prepare opinion of probable cost for a revised Phase 2 WWTF;
- 5.1.5** Meet with Town Staff to discuss recommended improvements;
- 5.1.6** Prepare a draft revised PER letter report to summarize our findings and recommendations for Town comment, which will be the basis for subsequent design efforts;
- 5.1.7** Incorporate Town comments into the draft report and prepare/submit the Final Report; and
- 5.1.8** Present the revised PER to Town staff and Council at one public meeting.

6.0 PENNONI'S COMPENSATION

- 6.1 Our lump sum fee, excluding reimbursable costs, to provide the revised above-described services is summarized below.

A. Preliminary Engineering Report – Phase 2 WWTF	\$6,800
Total	\$6,800

- 6.2 Should the Client elect to expand the Scope of Work to include work tasks not covered in this agreement, Pennoni will perform the requested additional work tasks based on: (A) A mutually agreed upon fixed fee; or (B) The time we spend and the costs we incur to perform the work in accordance with our current Schedule of Hourly Rates and Reimbursable Costs).

- 6.3 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.

- 7.0 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.

- 7.1 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, advise on wastewater needs, approve a conceptual plan to support PER preparation, and define Town's policies and decisions with respect to Pennoni's services for this Project;
- 7.2 Promptly review, comment on, and return Pennoni's submittals;
- 7.3 Payment of all permit application and review fees and other costs as applicable;
- 7.4 Promptly advise Pennoni when the Town becomes aware of any defect or deficiency in Pennoni's services;
- 7.5 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;
- 7.6 Compile, prepare, and submit Agency funding application and associated approvals and documents (USDA), including all required legal, financial, and/or loan application documents to support funding requests and all funding contract requirements; and
- 7.7 Lead coordination of all negotiations and conduct all meetings related to communicating the Project scope and providing service to wastewater customers for the proposed infrastructure (agreements, approvals, rights of way, easements, purchase agreements, developer agreements, interlocal agreements).

8.0 OTHER MATTERS

- 8.1 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.
- 8.2 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.
- 8.3 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.

- 8.4 This proposal may be void if not executed within 45 days.
- 8.5 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.
- 8.6 Excluded services include, but are not limited to: comprehensive site specific environmental assessment (skink coverboard survey, detailed individual species mapping, etc.); land survey and/or legal description preparation; final geotechnical site investigation and engineering (to support final design and permitting); hydrogeological and/or mounding analyses; Phase 2 audit; force main piping master planning; property acquisition negotiation support; or other services not explicitly described herein. However, these tasks can be performed as an additional service upon written authorization.
- 8.7 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 _____ 2022.
(Day) (Month)

TOWN OF LAKE HAMILTON

Authorized signature

PENNONI ASSOCIATES INC.



BY: _____

Steven Elias, PE, Associate VP and Municipal Division Manager

DATE: 10/6/22
