



Fellsmere

CITY COUNCIL MEETING
22 S. Orange St., Fellsmere FL
October 19, 2023– 7:00 P.M.

AGENDA

1. **CALL TO ORDER:**
2. **ROLL CALL:**
3. **PLEDGE OF ALLEGIANCE**
4. **INVOCATION:**
5. **APPROVAL OF MINUTES:**
 - (a) City Council Meeting of September 21, 2023
 - (b) Final Budget Public Hearing of September 21, 2023
 - (c) First Budget Public Hearing of September 14, 2023
 - (d) Grants Workshop of August 17, 2023
6. **PUBLIC COMMENTS:**
7. **MANAGER'S MATTERS:**
8. **MAYOR'S MATTERS:**
 - (a) Police Department Report- September 2023
 - (b) Public Works Department Report- September 2023
 - (c) Water System Monitoring Report
 - (d) Grants Report
 - (e) Status of Developments Report
 - (f) Finance Department Reports
9. **COUNCIL MEMBER'S MATTERS:**
10. **CITY ATTORNEY'S MATTERS:**
11. **NEW BUSINESS:**
 - (a) Approval of Purchase of seven Radar Speed signs from All Traffic Solutions (ATS) in the amount of \$24,812.55.
 - (b) Authorizing to piggyback off of the Charlotte County Contract, Bid Number 2021000541 to purchase two (2) Police Vehicles from Bartow Ford in the amount of \$110,011.08.
 - (c) Approval of Vertical Bridge VBTS, LLC lease agreement for Cell Tower and authorize Mayor to execute lease.

(d) RESOLUTION NO. 2023-47/ A RESOLUTION OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA AMENDING THE STANDARD OPERATING PROCEDURES FOR THE ADMINISTRATION OF THE CITY OF FELLSMERE; PART 4, POSITION PAY PLAN; PART 4, PAY BY POSITION; SECTION 6 – PROBATIONARY PERIOD; SECTION 10.6 TRANSFER TO OTHER EMPLOYEES; SECTION 11 - MISCELLANEOUS LEAVES; SECTION 14.08 INTERNET/EMAIL/SOCIAL MEDIA; SECTION 14.10 CITY CELL PHONES; SECTION 14.11 MANDATORY MEETINGS; PROVIDING FOR RATIFICATION, AMENDMENT, SEVERABILITY, REPEAL OF CONFLICTING PROVISIONS AND PROVIDING FOR AN EFFECTIVE DATE.

(e) RESOLUTION NO. 2023-46/ A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE DAUGHTERS OF THE AMERICAN REVOLUTION (DAR) HISTORIC PRESERVATION GRANT PROGRAM REQUESTING \$10,000.00 FOR GROUND PENETRATING RADAR (GPR) AND GLOBAL POSITIONING SYSTEMS (GPS) SERVICES TO CREATE A COMPREHENSIVE MAP OF THE BROOKSIDE CEMETERY AND FURTHER AUTHORIZING AN AMOUNT OF \$10,000.00 AS THE CITY'S REQUIRED MATCHING FUNDS

(f) RESOLUTION NO. 2023-51/ A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FELLSMERE, FLORIDA, RELATING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) STATE REVOLVING FUND (SRF), ADOPTION OF THE WASTEWATER FACILITY PLAN FOR THE IMPLEMENTATION OF THE COUNTY ROAD 512 FORCE MAIN EXTENSION IMPROVEMENTS, EFFECTIVE THIS DATE

12. ADJOURNMENT:

Courtesy Access to Meeting

As a courtesy to the public, the city will attempt to provide coverage of the meeting by internet or telephonic means. Due to unforeseen technical or other difficulties access to the meeting may be interrupted or may not be possible at all via internet or by telephonic means, which will result in your inability to participate in the meeting. Should such technical difficulties occur, the meeting will continue without interruption and without your participation. To be assured of participation in the proceedings you must attend the meeting in person. For your information participation by internet or telephone does not constitute "presence" at the meeting under Florida law.

To join meeting from your computer, tablet, or smartphone: <https://meet.goto.com/770983485>

To join meeting using your phone call 1-872-240-3311 **Access Code:** 770-983-485

Pursuant to Section 286.0105, Florida Statutes, the City hereby advises the public that: If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26 Florida Statutes, any person who may need special accommodations or translators for this meeting must contact the City Clerk's Office at (772) 646-6301 or the TDD Line 772-783-6109 at least 48 hours in advance of the meeting.

Copies of the proposed Ordinance and Resolution are available for review in the Office of the City Clerk, 22 S. Orange Street, Fellsmere FL between the hours of 8:30 a.m. and 12 noon and 1:00 p.m. and 5:00 p.m., Monday through Friday. Interested parties may appear at the meeting and be heard with respect to the proposed Ordinance and Resolution. The City Clerk must receive written comments at least 3 days prior to the Council meetings.

De conformidad con la Sección 286.0105 de los Estatutos de la Florida, la Ciudad informa al público de que: Si una persona decide apelar una decisión tomada por la junta, agencia o comisión con respecto a cualquier asunto considerado en dicha reunión o audiencia, necesitará un registro de los procedimientos, y que, para tal fin, él o ella puede necesitar asegurarse de que se realice un registro literal de los procedimientos, registro que incluya el testimonio y la evidencia sobre la cual se basará la apelación.

De acuerdo con la Ley de Estadounidenses con Discapacidades y la Sección 286.26 de los Estatutos de la Florida, las personas con discapacidades que necesiten adaptaciones especiales para participar en esta reunión deben comunicarse con la secretaria municipal al (772) 646-6301 o comunicarse con la Línea TDD 772-783-6109, al menos 48 Horas antes de la reunión.

Copias de las propuestas Ordenanzas y / o Resoluciones están disponibles para su revisión en la Oficina de la secretaria municipal de la ciudad, 22 S. Orange Street, Fellsmere FL entre las 8:30 a.m. y 12 mediodía y 1:00 p.m. y 5:00 p.m. de lunes a viernes. Las personas interesadas pueden asistir a la reunión y ser escuchadas con respecto a las propuestas de las Ordenanzas y Resoluciones. La secretaria municipal debe recibir comentarios por escrito al menos tres (3) días antes de las reuniones del Consejo.

CO20231019AGENDA.DOC

**CITY COUNCIL MEETING
September 21, 2023 – 7:00 P.M.
MINUTES**

1. **CALL TO ORDER:** Mayor Tyson called the meeting to order at 7:00 p.m.
2. **ROLL CALL:**
PRESENT: Council Member Herrera, Council Member Salgado, Council Member Hernandez, Council Member Renick, Attorney Rhodeback, City Manager Mathes and Mayor Tyson
ABSENT: Attorney Warren Dill
ALSO, PRESENT: Chief Touchberry, Public Works Director Andy Shelton, Finance Director Putnam Moreman, Utility Director Kevin Burge

3. **PLEDGE OF ALLEGIANCE:** The Pledge was recited.

4. **INVOCATION:** Mayor Tyson gave the Invocation.

5. **APPROVAL OF MINUTES:**
(a) City Council Meeting of September 7, 2023

MOTION by Council Member Renick **SECONDED** by Council Member Hernandez to approve the minutes for the City Council Meeting of September 7, 2023.

ALL AYES:

MOTION CARRIED 5-0

6. **PROCLAMATION:**
(a) **Constitution Week** – Treasure Coast Children of the American Revolution
(b) **Constitution Week** - Daughters of the American Revolution

Mayor Tyson introduced the Proclamations and Attorney Rhodeback read it in its entirety.

Mayor Tyson stated both Proclamations will be mailed to the organizations since no one was present to receive them.

7. **PUBLIC HEARING:**
(a) **ORDINANCE No. 2023-23/** AN ORDINANCE OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, AMENDING CHAPTER 18 BUILDINGS AND BUILDING REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF FELLSMERE, FLORIDA BY DELETING SECTION 18-122 RENTAL PROPERTIES AND DIRECTING THE CITY OF FELLSMERE DIRECTOR OF FINANCE TO REFUND THE REGISTRATION FEE TO THOSE OWNERS THAT PAID SUCH FEE; PROVIDING FOR RATIFICATION AND AN EFFECTIVE DATE. / **2nd reading and final public hearing for September 21, 2023 at 7:00pm.**

Mayor Tyson introduced the Ordinance and Attorney Rhodeback read Ordinance No 2023-23, by title only.

Manager Mathes stated the rental registration ordinance was adopted some years back to a rash of internal code enforcement issues that came aware by complaints by tenants of bad landlords. And the goal was to ensure proper safe, healthy living conditions for those who are renters by having a rental registration program. They had a lot of people step up and do right, but those who were worried about the registration sold their properties and left the city. It seemed like the worst of the worst were no longer in the city. And I think at this point, code enforcement can address those that may remain. This is one of the few times they can actually get rid of a regulation instead of adding one.

Mayor Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on Ordinance 2023-23 to come to the podium and state their name and address for the record, hearing no more comments he closed the public hearing.

Being no further discussion Mayor Tyson entertained a motion.

MOTION by Council Member Herrera **SECONDED** by Council Member Salgado to adopt Ordinance No.

2023-23.

ALL AYES:

MOTION CARRIED 5-0

ROLL CALL: AYES: Council Member Herrera, Council Member Salgado, Council Member Hernandez
Council Member Renick and Mayor Tyson NAYS: None

ALL AYES

MOTION CARRIED 5-0

8. PUBLIC COMMENTS:

Mayor Tyson asked if anyone from the public had a comment to state their name and address for the record.

Butch Barnes – 13675 103rd St., Fellsmere- He attended the meeting at the Willow Street Drainage Control last week. He asked Manager Mathes if he had heard from them about setting up a time to clean out some of the ditches.

Manager Mathes responded that at that meeting he told them that the community would like a solution and that if he had not heard from them in a couple of weeks that he would contact them. He is giving them an opportunity to review their budget, their resources and figure out what a solution can be. And they said something about using some of their reserves to help kickstart a solution. He will be meeting with them probably in mid-October to follow back up and try to set a date.

Mr. Barnes stated that he wants an estimate starting date. He wanted to make sure the City Council was aware of who is stalling here. He is not blaming the city, but he wants the city to be aware that those three guys are not doing anything for the Fellsmere Drainage District. He does appreciate the help the City of Fellsmere is giving them and that they need the help too. He thanked the Council for their time.

Denise NicholSEN – 124 S. Magnolia St./ 14560 97th St., Fellsmere– She asked who do their roads west of park lateral belong too?

Manager Mathes responded that those roads that are being graded by the county after they've been graded by the county for seven years, they become the county's road. State law says that by maintenance reservation, they become owner of the land. It is basically a taking of your front yard where that road is at because the county maintains it. The property owner will lose that as part of their land becomes part of county ownership. And then it's a county road. Fellsmere Water Control District right of way for the purpose of maintaining the ditches kind of allow the public to use it access the property. But as was said at the meeting, which wasn't well received, state law does not allow the district to maintain roads, they only need to maintain them enough to get their machinery in there to maintain the ditches.

Eric Boissant – 144 N. Cypress St. – He stated that at that meeting there was a comment about maybe they need to raise taxes and his comment to that was that they should not have to pay more in taxes if everyone has already been paying taxes for that to be done. He is talking about the county roads that are flooding and they want to raise taxes. Manager Mathes responded that the meeting was not county it was the Fellsmere Water Control District, and they were talking about ditch maintenance not road maintenance.

He encouraged them to stay active and involved as they have future meetings.

Tan Wilson – 13470 99th St. Fellsmere - He stated the drainage were built back in the 40's and asked why can they not get a historical grant? He also asked why the city pav pave a road in Brevard County that is 2.5 million dollars that can go to something in the county.

Manager Mathes responded that a lot of folks don't quite understand nuances of grants. The grants can only be used for specific purposes. And this was a grant that was only available for recreation facilities, it wasn't available for stormwater. And the city applied for a grant with St. Johns River Water Management District, St. Johns River Water Management District is the one who wants to pave the road, they City of Fellsmere support that because of the economic development that could happen with the Fellsmere Headwaters Lake and all the folks that use it. The City of Fellsmere is not putting any local dollars into that.

Manager Mathes stated he had never thought of that idea, he thinks that would be a high push in the State of Florida but worth the effort. He will ask on behalf of everyone, he will ask the State Department Historic Preservation if that grant program can be used for this and he will keep an eye out for other programs. He did add that the city is doing a lot for the ditches in the city on grants they are receiving.

Mr. Willson asked if any of their taxes are going to come out of that.

Manager Mathes responded that they pay taxes that are funding the St. Johns River Water Management District, but none of their local taxes are being used for that project. That grant was not awarded to the city so that project is not moving forward, the city is going to probably reapply for the grant. But at this point, it's an unfunded project, and it's not going anywhere. But that grant will not allow us to use those funds for purposes that they are talking here today. The county is not stepping up and doing grants for the county ditches and neither is Fellsmere Water Control. He has offered Fellsmere Water Control to help them with grant applications as well. So that is something that we'll look at as well. And as far as the reserves are concerned every government has a reserves pot, just something for emergencies. He actually will give them credit for willing to take some of those reserves to use them for this problem.

Jim Pegerleg – 14220 95th St., Fellsmere - He asked if west of Park Lateral is Fellsmere Farms. Manager Mathes responded that he does not think it's all entirely but most of it is.

Living on 95th Street what are his options as far as his ditch? Manager Mathes stated that he is in the gravity basin so that is not the pump basin, so that should be if he is not mistaken, that should be part of the land that's covered by the \$29 per acre. If he is paying \$29 instead of \$9, then he is in the gravity basin, and he should be expecting the same service as everybody else. That the district should be cleaning his ditches.

Mayor Tyson asked if anyone else from the public had a comment, hearing none he continued with Manager's Matters.

9. MANAGER'S MATTERS: Manager Mathes continued with his matters.

- I think letter on New Building – He asked Council if they like the way it is worded. Council Agreed.
- Safir Kickball Family Event 9/29 - request to waive electric charge of \$70- They got their application very early, and asked permission to waive this special event process which Council approved under a Manager's Matters request. But they forgot to ask for a waiver of electric charge because it does run past dusk time at this time of year. They will be wanting some electricity. It's normally a \$75 charge. Council Agreed to waive the fee.
- Joint City/County Meeting - items to discuss- He wanted to let Council know a date has not been set yet, but he would like them to start thinking about items they would like to discuss at the joint agenda. He will bring this back under manager's matters, and he will also have a separate staff list that they can choose from as well.
- Volunteer required for MPO Citizen Involvement Committee- If the city cannot get a permanent member can they at least get a temporary member so MPO can at least get a quorum for their October 24 meeting. He asked Council to reach out to any constituents they may have and give a name to Maria.
- Building Services RFP- The city has had some difficulty with SafeBuilt, he doesn't think it's entirely on them because it's difficult for today's age hiring people, and building officials are a hot commodity. The city did bring in the permit clerk in house. He thinks that to prepare themselves and they are really disappointed with SafeBuilt maybe they should just do an RFP; they have had them as a service provider for more than 15 years. He did get 2 firms that contacted him with interest and one of them seems viable. They even said that they have a piggyback contract that the city could use if they wanted to, to avoid the RFP. He asked Council if they would like to go out for competition. Council Agreed. He asked if they would like to do it as an RFP or have him start negotiations with the firm that has the piggyback? The council agreed to go ahead and negotiate with the firm with the piggyback.
Council Member Salgado asked to keep them in the loop. Manager Mathes stated he would give them a summary of the conversation.
- Corrigan Ranch sale issues (REAC (Regional Employment Activity Center/industrial Location - The Corrigan family guessed wrong on where the industrial and their REAC should be. They put the industrial on the southern tip of their land. The problem is you're now driving through an industrial park to get to residential areas and that's not a good way to sell residential lots. They want to move the industrial on the REAC, probably along the freeway. They know that the Council cannot commit tonight, but they wanted to know if they are okay with hearing their request to move the Industrial and REAC. Council Agreed.
- 6 S. Cypress Grass- They had Council Member Herrera take a look at that site and the site next to 12 N Elm Street and then also showed him a site behind Guiseppe's. On 6 S. Cypress, as Fernando will tell you, there's a lot of stumps in there but leaving stumps is a violation of the city's tree removal ordinance. They are supposed to not leave stumps for that very reason that they're a hazard. And so again, letting 6 S. Cypress off because they left stump it's almost like giving a

break for two reasons. One, they didn't grind the stumps and two, they didn't mow the grass how they were supposed to. He asked for the Council's direction, he would just need to provide some clarifying language either by policy or in the code so that they don't have to come back and revisit this in the future.

Council Member Herrera stated that this owner made a mistake, most of it is now woods, in order for him to clean up it needs to be all clean. He suggested they leave it as is. And the other one on Bay Street can be mowed easily.

Manager Mathes asked about the one on CR512 that they drove by that is clearly grubbed to the ground, Council Member Herrera stated he did not take a look at that one.

Manager Mathe stated that following his advice, he would have to come back with a proposed code change that would qualify the level of clearing you would need to do before you have to mow and maybe they can do it by the amount of trees leftover a tree density, if they grabbed it, but they still have a tree density that is pretty high, then they don't need to move because the trees are an impediment. Maybe that's a threshold, there's just so many trees there so many it is hard to mow. Council Agreed to go forward with the code changes.

- Special Meeting Dates for Holiday Season-

Mayor Tyson stated he would like them to wait because sometimes it fills up and sometimes it does not. It depends how much activity is going on. Manager Mathes stated then they can make that call a week or two before. Council Agreed.

The following are events and future meetings he shared with the Council.

- National Night Out - Oct. 17th from 5p-7p
 - Legislative Delegation - Oct 2nd 9a-12p County Commission Chambers
- Manager Mathes added that there is a bill that was passed the legislature is now determining what we can and cannot use utility funds for in terms of transfers to other departments. The city may be losing the opportunity to transfer utility funds to support utility work done by other departments. That's a bill that apparently has been talked about being submitted this year.
- Coffee with a Cop - Oct. 4th at 8a Marsh Landing – Mayor Tyson added that Susan puts on a nice buffet breakfast.
 - Request for Data on Public Support for Mandatory Trash Pickup- It was split right down the middle.

10. MAYOR'S MATTERS:

- a. Finance Department Reports -August 2023
- b. Code Enforcement Report
- c. Grants Report
- d. Status of Developments Report
- e. Police Report
- f. Water System Monitoring Report

Mayor Tyson attended the Treasure Coast Regional League of Cities at the college. And the guest speaker was City Manager Mark Mathes and he spoke about all the stuff that is going on in Fellsmere and he thinks everybody was impressed.

11. COUNCIL MEMBER'S MATTERS:

Council Member Herrera- He had no matters.

Council Member Salgado- She asked if there have been any updates on the water. Manager Mathes responded that there is a water system report in Council's packet. The city has basically gone from ammonia, chlorine to hydrogen peroxide and chlorine. And by getting rid of the ammonia, that's what's been causing the interaction with chlorine and making the yellow and the smells. Without the ammonia that's going to be minimized to some degree, you can still end up with issues if you have stale water in your pipes for odor. But again, that's what the city is working on with the bleeders that he's installed around town and continuing to flush hydrants when needed. That's going full bore, they have changed the filters with new charcoal.

Utility Director Kevin Burge stated that contracted with the engineering firm to apply for a permit modification because in the permit, they have to do ammonia and chlorine, they are allowed to do chlorine burns twice a year or three times. That's what the city has been doing. And they saw that with the chlorine burns without the ammonia the water was perfect, except for some. He has done research on sacrificial rods that go inside water heaters. If you have a zinc or some other type of rod, in the hot water heater they are going to smell, it's recommended by the professionals to change that to aluminum. He is estimating the most two months before the city hears back from DEP that

allow them to do a pilot study with the hydroperoxide in the city wells. Manager Mathes added that while they are working on the short-term solution, the city is working feverishly on the long-term solution which is converting the entire system to nanofiltration. Kevin and Andy are creating a conceptual plan for the layout of the Public Works yard at the water plant that would accommodate the equipment needed for nanofiltration. And then once they get that done, they are going to go right into design and look for grant funds but still, that's a two-to-five-year process.

Council Member Hernandez – She had no matters.

Council Member Renick – He stated he attended three meetings. The first meeting was with the Florida League of Cities he volunteered to be on one of their committees. Each committee is basically tasked to come up with a priority legislative project, and a policy position. The main objective is to have this priority, legislate this priority for the legislature to present to legislators. They will have three meetings and will vote on it at the last meeting. Some of the main topics were water resources, planning and comprehensive watershed management. The City of Stuart actually has found a filtration system that the city bought and installed them for like \$25,000 a piece on their production wells and it reduced the PFS level to almost nonexistent, non-detrimental levels. Another topic was recycling.

He also attended the Indian River County MPO they approve the transit development plan for fiscal year 24 for the five-year plan and the City of Fellsmere is part of that long range, the 195, to Willow. The project manager from FDOT gave a presentation. It is slowly gaining traction and moving forward, he wouldn't suspect they are going to see any construction in the next couple of years. There was also a presentation on the go-line on the successes. They did a survey for the public and they tabulated all the surveys. The top three would be to extend the current service daily, from 7am to 9pm, expand service on Saturday as well and then potentially down the road, add a Sunday service. Another big issue is the study for the aviation boulevard US 1 in Vero Beach.

He also attended the Treasure Coast Regional Planning Council meeting joint workshop with South Florida and Treasure Coast later this later in October, and they have a single subject for conversation and this year's is recycling.

He asked stated that the messaging board at the Little League Field has not been changed since before the Water Quality Workshop.

Manager Mathes responded that they are in the process of replacing that sign with an electronic message board. It has just become so much of a burden for an understaffed public works to be changing that.

Council Member Renick stated that there is a tree on Broadway where they put the sidewalk in, and he assumes it's on private property. It's a big old Laurel oak that is a hazard tree and he doesn't know if the city has the authority to remove it. He suggested the city notify the property owner. Manager Mathes stated that they will take a look at it.

Council Member Renick asked if the County hires a contractor to do the mowing and maintenance on CR512? He stated that most of the sidewalks west of Oak are not that bad, but the ones in town are really messy, there's sand all over the place. It looks like whoever's doing the mowing and maintenance, they blow the grass on the sidewalks. He understands it's been wet and rainy, and the grasses really tall, but they should have something going behind with a with a blower. There's grass and weeds growing, nobody edges it. He would like that pointed out to them.

Manager Mathes stated that would be an item for the joint meeting. The city is stuck having to maintain the county's right of ways to get the level of quality the city is looking for, which puts more burden on the understaffed Public Works Department. Public Works Director Andy Shelton will reach out to the county.

12. CITY ATTORNEY'S MATTERS: Attorney Rhodeback stated that they reached the point of the negotiations where they're making certain demands that he cannot say yes to without the Council's direction on the Cemetery Cell Tower. The provisions ultimately come down to a question of control. Specifically speaking, they are constructing the tower and in constructing the tower, they want to put particular lessees or licensees on this tower, and they don't want the city to have any say on who goes up on that tower and where.

The first point is that in a particular provision in the lease they have the right to lease or grant licenses without the city's consent or approval. He needs direction from the Council about whether that is something they are comfortable with, because that is something that they would typically try to negotiate in any type of lease agreement that they enter into. The rub is, is this a little bit unique, because this isn't the city's tower, this is going to be their tower, they're the ones that are constructing but that said, that tower would be on property that does belong to the city.

Manager Mathes stated this would be the same arrangement as the pine tree towers and he does not have an issue with that request.

Attorney Rhodeback asked Council if they want the ability to control who they can put up on that tower.

Council Member Renick stated that as long as they know the lease arrangement and how much they are paying the city, and the conditions of the lease as far as the length and term, he did not have an issue with that.

Attorney Rhodeback stated that next would be the placement of antennas shall be on a location approved by them and any interference they can take it down. Manager Mathes stated that he does not think that is a big thing, he does not think it's appropriate for the city to get in their business decisions and he does not see a need. It's hard for him to look 30 years into the future, if it was in town maybe it would be a different story. This will be placed 10 miles from town.

Council Member Salgado did not agree, and she did not like how the company is wording it in the contract. Manager Mathes reminded the Council that this company is under the thumb. They're losing a tower site at the elementary school; they have tenants on that tower site, and they need a place to put these tenants. Attorney Rhodeback added they've been very professional and cordial throughout the whole process but like anybody else, they have certain demands, and these are deal breaker items to them.

Attorney Rhodeback stated that they are demanding that there be one tower on the whole property site and that is not the issue, the problem is that Manager Mathes had some ideas about 5G mini towers that could possibly be installed on the property and they crafted a provision that basically says there will be no other competing facilities or any other towers or anything that goes on that property that competes with them. Manager Mathes explained to the Council what micro towers would be used for. The problem he has with exclusivity is it also comes with them being able to say no. And my concern is that they could say no to a competitor, and they can have the ability to throttle competitors. He does not know if technically that's possible because he is not in that industry, but he could see that potentially coming and he does not want them to create a hole in the county's meta communication.

Attorney Rhodeback stated that the last point in connection with these type of leases. Sometimes, they will ask you to subordinate your lien rights in order for them to refinance or do something along those lines in order to get access to funding, which the city probably wouldn't have any problem doing. The problem that they did is they went further, and they say no subordinate waive the lien rights. He tried to put in a provision that if their default is the reason for the lien rights, the city does not have to waive them and they crossed it out, meaning they did not accept that change. And he does not know why because that's very fair, as far as I'm concerned.

Manager Mathes stated that he would concede with all of them except the last two.

Attorney Rhodeback asked Council each question separately. The first question he asked the Council is: Does the city have the right to say, or to approve their ability to put a licensee or lessee on the tower?

Manager Mathes suggested that would be okay to let go.

Council Member Salgado agreed the city should have the right to say or approve their ability to put a licensee or lessee on the tower.

Council Member Renick, Mayor Tyson, Council Member Hernandez and Council Member Herrera agreed to let it go.

Attorney Rhodeback stated that the next issue is that they get to control the location and placement of the antennas. He added that this also controls if the city wants to put something up there too.

Manager Mathes suggested this is part of the same thing and should let it go.

Council Member Renick, Mayor Tyson, Council Member Herrera agreed to let it go.

Council Member Salgado did not agree to let it go.

Attorney Rhodeback asked the Council if something does go up there and, in their opinion, whether it's a reasonable opinion or not, it's interfering with other facilities or communication stuff they have up there and they can take it down without the city's permission. Interference is their discretion, their sole determination, interference could be aesthetic, for all they know.

Manager Mathes suggested trying to push some clarification if that is technical interference not aesthetic. Three Council Members agreed with Manager Mathes.

Attorney Rhodeback stated that with the exclusivity that nothing else goes on the property. No communication facilities anywhere else on the property.

Manager Mathes suggested staying firm with the last two, they are leasing only the 80 by 80 spot and if they want to lease the entire 11 acres then they should have to pay the city for that.

Council Member Renick asked what is there reasoning for not wanting that. Manager Mathes responded it's competition.

All Council Members agreed with Manager Mathes.

Attorney Rhodeback asked about the liens. Manager Mathes suggested that he is willing to carve out the liens for anything but failure to perform meaning payment. He asked Attorney Rhodeback if he is able to carve out a lien for just the 80 by 80, and not the entire 11 acres, Attorney Rhodeback responded he can probably do something like that.

Manager Mathes stated that would only be reflected to nonperformance when it's not performance he does not want to waive anything. But if it's unrelated to nonperformance, and there's a way the city can carve out to protect them on the 80 by 80 financing, but still have the flexibility on the balance to be able to do what the city needs to do. And if they reject the comprise then the answer is no. Three Council members agreed with Manager Mathes.

Attorney Rhodeback thanked Council for their time.

13. NEW BUSINESS:

- (a) Approval of Consultant list to perform General Service Planning, Design and Administrative services for the City of Fellsmere.

Manager Mathes stated the city has not done this since 2016.

The list of firms that the staff is recommending and also the evaluation sheets and scores were provided to the Council. For the engineers they do have some old ones and also some new ones.

They chose EXP although they didn't rank in the top six, he wanted to take six engineers added them at the last minute because they ranked in the architect category. And he figures if they are going to hire them as architects might as well hire him for everything, so that's why they have 7 engineers. And then the architects only had two that applied. And the surveyors only four that applied, and the third, only three landscapes applied.

He stated that Carter and Associates made the surveyors they didn't make the engineers. They have the option to add Carter and Associates as engineers as well if they want. They do have some special expertise, some historical background that might have some value for certain projects. This agenda requests permission to approve the firm's and he would like to also include in the motion if they could also authorize the mayor to execute the contracts when they come back from each of these firms. These are the standard contracts from the city attorney that were in the bid packet.

Being no further discussion Mayor Tyson entertained a motion.

MOTION by Council Member Renick **SECONDED** by Council Member Herrera to approve the consultants list and also add Carter and Associates to the engineering and authorize the mayor execute the contracts.

ALL AYES:

MOTION CARRIED 5-0

Manager Mathes added that he also got a call from ISS infrastructure solutions. They are currently an existing consultant for the city, and they misread the RFP, they thought that existing firms did not have to apply, so they didn't. He would like to put on the record that there is a firm that's asking if their contract continues, even with this action, because technically, there's nothing in their current contract that says it expires. He had not asked the city attorney, but he just wants to let the Council know he may come back once the city attorney looks at the RFP to see if that's an opportunity for this firm to stay in. He is not advocating for them, and he is fine with the list the city has. But they did ask for that and he will work with the city attorney to see if there are any exclusions from doing that.

- (b) Approval of Declaration of Surplus land (203 S. Mulberry Street) and Authorize staff to proceed with sale of property.

Manager Mathes asked this item to be pulled. Attorney Rhodeback stated that a public hearing is necessary.

MOTION by Council Member Renick **SECONDED** by Council Member Herrera to remove #13(d) item from the agenda.

ALL AYES:

MOTION CARRIED 5-0

(c) Approval of ARPA Amendment.

Manager Mathes stated this is the American rescue plan, it's the \$2.8 million that the city has, and this is the quarterly update that is done every quarter.

He sent out an email to staff saying it's their last chance to add and subtract. A summary of the changes are listed.

On the list is \$3.02 million dollars and the city only has \$2.852. So, between now and December of next year, which really means between now and summer, the city has about nine more months before they have to make this list match \$2.852 million dollars. They have to cut sometime between now and July \$200,000 off this list. And he thinks they have some large placeholders where that's easy to do, they still have \$400,000 as a placeholder for water quality issues. And again, the city is going to be using grant money and utility money and he doubts they are probably going to need that. He just wanted to remind Council that as this is closer to July of 24 these numbers have to match. The big thing we did here is we kind of created slush categories for police and public works. It says PW equipment supplies instead of doing toolboxes and radios, let's just make a lump sum let Andy figure out how he wants to do that, or the Police Department let him figure out what he wants to do that. And then we did a similar thing with finance. He thinks we had a laptop docking station and CSR enhancements, I'd like to retitle that for finance equipment and supplies.

Mayor Tyson asked if any of the money has been spent. Manager Mathes stated that they have spent \$419,000. They have obligated 2.7 million.

Being no further discussion Mayor Tyson entertained a motion.

MOTION by Council Member Hernandez **SECONDED** by Council Member Renick to approve the ARPA amendment with the revision of the finance line item.

ALL AYES:

MOTION CARRIED 5-0

(d) Award additional mowing to Southern Class Lawn Maintenance LLC contract.

Public Works Director Andy Shelton stated this is for extending the contract with Southern Class mowing. They currently mow the North Regional Lake, South Regional Lake, the Welcome Center, Cemetery and Senior Field and they would like to add city hall. The city hall takes them a day and a half to two days to get everything mowed, trimmed, and edged. With an extra \$12,600 a year that's really cheap to mow this whole area.

Mayor Tyson asked what would that leave the city to mow. Andy responded all the right of ways, city lots, library, tennis courts.

Council Member Renick asked if anyone has done a cost analysis to see what the difference would be between subbing all the work to a firm versus adding more people. Andy responded that it would be cheaper, but he does not know how that is going to work with they are mowing right of ways that are not theirs, like the counties.

Being no further discussion Mayor Tyson entertained a motion.

MOTION by Council Member Salgado **SECONDED** by Council Member Hernandez to Award additional mowing to Southern Class Lawn Maintenance LLC contract.

ALL AYES:

MOTION CARRIED 5-0

(e) Approval of purchase for a new Public Works vehicle for fiscal year 2023/2024.

Public Works Director Andy Shelton this is for an extra truck. Of course, they are adding a superintendent this year, which is going to require an extra vehicle that they hadn't planned for that soon. This vehicles in stock spoke with a dealership and one of the very few that's in stock right now. And it's looking like they're not going to be getting any more vehicles for a long time. This is a gas vehicle, a Dodge Ram 1500 4-wheel drive truck.

Manager Mathes added this would be purchased through the Marine Bank loan. If that is not possible, they would like to squeeze it out of infrastructure funds. Trying to do vehicle purchases through the loan

just spread out the cost over time. So that they are not just absorbing all that new infrastructure funding and reducing it available for capital projects. But one vehicle and the need and the fact that the supply won't be there long and the fact the employee is starting in a little bit. If they have to go direct purchase, then he would be okay with that as well. And so, if that is the case, if there needs to be a clarification on the funding source, he will want to be clear that it's either going to be the Marine Bank loan or straight infrastructure.

Council Member Renick asked what the interest rate is. Manager Mathes responded it is 4%.

Being no further discussion Mayor Tyson entertained a motion.

MOTION by Council Member Renick **SECONDED** by Council Member Salgado to Approve of purchase for a new Public Works vehicle for fiscal year 2023/2024 with either funding source and authorization for the mayor to sign any loan documents.

ALL AYES:

MOTION CARRIED 5-0

MOTION by Council Member Salgado **SECONDED** by Council Member Herrera to add Item 13(f) to the agenda.

ALL AYES:

MOTION CARRIED 5-0

(f) Approval of Charlotte County Purchase Agreement as piggyback for Police Vehicles.

Manager Mathes stated Laura the city's grant administrator has been trying to reach this Bartow Ford for three months, trying to get the documentation to prove that they were on the Florida Sheriff's contract. Well, after she finally gave up and said I need help and chief was able to get the information, they found that it wasn't the Florida Sheriff's contract, it was a Charlotte County purchasing contract. And the grants proposing to close on Monday and obviously the city wants their paperwork to be in order and since the original approval was referencing Florida Sheriff's contract, they just wanted to come back to Council with the formal process of approving the piggyback for the Charlotte contract. They've authorized it to be piggyback. Attorney Rhodback has prepared a cover contract that absorbs their contract and to uphold the needs of Charlotte County to piggyback. The city's purchasing standards allow them to do piggyback and this has been a competitively selected process. Charlotte went through all the competition for the city and the grantor has also agreed to accept that as moving forward. This was for the vehicles that the Chief ordered over a year ago and just arrived a few days ago and he is about to order another set.

Chief Touchberry stated that he is and will probably be going through this same vendor. It's just so tough right now with the police vehicle market.

Being no further discussion Mayor Tyson entertained a motion.

MOTION by Council Member Salgado **SECONDED** by Council Member Herrera to approve Charlotte County Purchase Agreement as piggyback for Police Vehicles

ALL AYES:

MOTION CARRIED 5-0

14. ADJOURNMENT:

There being no further business Mayor Tyson adjourned the meeting at 9:03p.m.

These minutes were approved by the City Council of the City of Fellsmere this ____ day of October 2023

Maria F. Suarez-Sanchez, CMC, City Clerk
CO20230921MINUTES.DOC

**FINAL BUDGET PUBLIC HEARING FY 2023-2024
September 21, 2023 – 6:00 P.M.
MINUTES**

1. **CALL TO ORDER:** Mayor Tyson called the meeting to order at 6:00 p.m.
2. **ROLL CALL: PRESENT:** Council Member Herrera, Council Member Salgado, Council Member Hernandez, Council Member Renick, City Manager Mathes, Attorney Rhodeback and Mayor Tyson.
ABSENT: Attorney Warren Dill
ALSO, PRESENT: Chief Touchberry, Putnam Moreman, Andy Shelton, Kevin Burge

3. **PLEDGE OF ALLEGIANCE:** The Pledge was recited

4. **INVOCATION:** Mayor Tyson gave the Invocation.

5. **PUBLIC HEARINGS:**

(a) **ORDINANCE NO. 2023-24/AN ORDINANCE OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, ADOPTING A MILLAGE RATE OF 5.1500 MILLS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; THE ROLLED BACK MILLAGE RATE IS 4.9506 MILLS, THEREFORE THE RATE OF 5.1500 MILLS IS 4.03% PERCENT GREATER THAN THE ROLLED BACK RATE; PROVIDING DIRECTIONS TO THE DIRECTOR OF FINANCE & ACCOUNTING; PROVIDING FOR AN EFFECTIVE DATE./** ***2nd Reading and 2nd and Final Public Hearing for September 21, 2023 at 6:00 P.M.***

Mayor Tyson introduced the Ordinance and Attorney Rhodeback, read Ordinance No. 2023-24 by title only.

Manager Mathes stated this is a multiple step process to finalize the adoption of the budget for the coming fiscal year. This first item deals just with the millage rate, they talked in their last meeting about the millage of 5.15 is a reduction from the current year's millage of 5.22 something so they are going in the right direction. As they have been told before, by law, though, it's called an increase because they didn't hit the rollback rate. And again, the rollback rate is how much they would levy to bring in the same amount of money as they brought in the current year. He did not have anything else, and this is just setting the ad valorem at 5.15.

Mayor Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on Ordinance 2023-24, hearing no comments he closed the public hearing.

MOTION by Council Member Salgado **SECONDED** by Council Member Hernandez to adopt Ordinance No. 2023-24.

ALL AYES

MOTION CARRIED. 5-0

ROLL CALL: AYES: Council Member Herrera, Council Member Salgado, Council Member Hernandez, Council Member Renick and Mayor Tyson NAYS: None

ALL AYES

MOTION CARRIED. 5-0

(b) **RESOLUTION NO. 2023-37/A RESOLUTION OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, AMENDING RESOLUTION 2017-27 APPENDIX "A", SECTION 1, MONTHLY WATER RATE INSIDE CITY; AMENDING SECTION 2, MONTHLY WATER RATE OUTSIDE CITY; AMENDING SECTION 3, APPENDIX "B" MONTHLY WASTEWATER RATES; AMENDING APPENDIX "C" MONTHLY STORMWATER MANAGEMENT PROGRAM FEE; PURSUANT TO THE AUTHORITY OF ORDINANCE 2000-01, ARTICLE IV WATER AND WASTEWATER SERVICE; FURTHER PROVIDING FOR CONFLICTS AND AN EFFECTIVE DATE./** ***2nd Reading and 2nd and Final Public Hearing for September 21, 2023 at 6:00 P.M.***

Mayor Tyson introduced the Resolution and Attorney Rhodeback, read Resolution No. 2023-37, by title only.

Manager Mathes stated the proposed rates show slightly over a 4% increase. And as he mentioned at the last public hearing presentation, they expect the fee study that they are doing now to probably come in recommending about a 4%. They are still working with them to find out whether it's a one year 4% or multiple year 4% or CPI, whichever might be higher. But thankfully, they are hopefully they are past the high CPI, Consumer Price Index rates but this year, the consumer price index is what governance and slightly over 4%. And that's for all water, wastewater, and stormwater.

Mayor Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on Resolution No. 2022-47, hearing no comments he closed the public hearing.

MOTION by Council Member Renick **SECONDED** by Council Member Hernandez to approve Resolution No. 2023-37.

ALL AYES

MOTION CARRIED. 5-0

**RECESS COUNCIL MEETING AND CONVENE AS THE
FELLSMERE COMMUNITY REDEVELOPMENT AGENCY**

Mayor Tyson recessed the Council Meeting at 6:07 p.m. and called the FCRA Meeting to order at 6:07 p.m. and stated all members are present.

(c) CRA-RESOLUTION NO. 2023-01 /A RESOLUTION OF THE FELLSMERE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1,2023 AND ENDING SEPTEMBER 30, 2024; APPROPRIATING FUNDS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024, SUCH APPROPRIATIONS BEING FROM ANTICIPATED REVENUE; PROVIDING A MEANS TO AMEND SAID ANNUAL BUDGET; PROVIDING FOR AN EFFECTIVE DATE. / 2nd Reading and 2nd and Final Public Hearing for September 21,2023 at 6:00 P.M.

Chairman Tyson introduced the Resolution and Attorney Rhodeback, read CRA Resolution No 2023-01, by title only.

Manager Mathes stated this would be approving the budget for the Community Redevelopment Agency. We incorporate that as a fund within the overall budget. The reference in this resolution to Appendix A would be the excerpt out of your overall budget that is the CRA fund. Again, this year is mostly keeping the lights on year they still have not really obtained a point where our reserves are large enough or the annual revenue is large enough that they can really do substantial projects with CRA funding alone. Most of the time CRA has funds that help do projects. He believes next year will be the first year that they will start seeing revenue from the 2009 expansion.

Chairman Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on CRA Resolution No 2023-01, hearing no comments he closed the public hearing.

MOTION by Agency Member Herrera **SECONDED** by Agency Member Renick to approve CRA-Resolution No. 2023-01.

ALL AYES

MOTION CARRIED. 5-0

**ADJOURN AS THE FELLSMERE COMMUNITY REDEVELOPMENT AGENCY
AND RECONVENE AS THE CITY COUNCIL**

Chairman Tyson adjourned the meeting at 6:10 p.m. and reconvened the City Council Meeting at 6:10 p.m.

(d) ORDINANCE NO. 2023-25/ AN ORDINANCE OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 01, 2023 AND ENDING SEPTEMBER 30, 2024; APPROPRIATING FUNDS FOR THE EFFICIENT AND EFFECTIVE

OPERATION OF THE GOVERNMENT OF THE CITY OF FELLSMERE AND ALL ITS DEPARTMENTS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024; SUCH APPROPRIATIONS BEING FROM ANTICIPATED REVENUE; PROVIDING A MEANS TO AMEND THE SAID ANNUAL BUDGET SO AS TO CARRY FORWARD THE FUNDING OF PURCHASE ORDERS, WORK ORDERS, AND GRANTS OUTSTANDING AS OF SEPTEMBER 30, 2023; PROVIDING A MEANS TO AMEND THE SAID ANNUAL BUDGET TO REFLECT GRANTS RECEIVED AFTER SEPTEMBER 30, 2023 AND AUTHORIZING THE TRANSFER OF FUNDS HEREIN APPROPRIATED SO LONG AS THE TOTAL COMBINED APPROPRIATIONS SHALL NOT BE INCREASED THEREBY; PROVIDING FOR AN EFFECTIVE DATE. / **2nd Reading and 2nd and Final Public Hearing for September 21, 2023 at 6:00 P.M.**

Mayor Tyson introduced the Ordinance and Attorney Rhodeback, read Ordinance No. 2023-25 by title only.

Manager Mathes stated that as discussed at the last budget hearing, the budget turned out to be a little fatter than he had originally expressed to Council. And with that fat, we still contain a \$300,000 contingency but only about \$180,000 is covered by reserves the extra \$120,000 is covered by current revenue that would be anticipated in addition to that they have located fat in the Public Works Department to cover additional material for road bases and other equipment rentals and potentially even temporary labor to help them catch up with some deferred maintenance. They've been out a staff position for four months now. And they drafted a former employee, Jesus, Ivan's father to come back out of retirement under the current budget since it's already budgeted that position, but he's only working part time. At the last meeting, he did indicate that we're waiting for Andy to make his call whether he wanted to go next year, continuing that part time position, in addition to the vacancy he currently has, which would be technically a part time increase position to the Public Works Department. And it's not rolled into this budget, because he didn't want to complicate this budget so late in the process, but they will likely do is come back to Council very early in the budget year almost immediately and ask for a budget amendment to convert some of that \$90,000 material supplies line item to a part time position line item, so that he can have an extra half time position to help again, keep up with maintenance. That's something he wanted to point out to Council that Andy would like to make that request and he supports that on his behalf, they will bring that back to Council with an amendment to this budget very quickly. Nothing's changed from the last meeting, they still bringing in a Public Works Superintendent who is actually an internal promotion, we're still bringing a permit clerk, which is also an internal promotion. And they are also replacing where she is currently not with a full-time position with a part time and that is the customer service rep who helps with the water utility billing and payment collections. They will be adding a part time position during the times they know it's busy during lunch hours, so the person can take a break and also the week before the bills are due, everyone likes to come in and pay at the same time it seems.

Mayor Tyson asked if they close for lunch. Manager Mathes responded that they did not because they had two employees and they are trying not to because the residents have gotten use to it. It's good service and he tells staff all the time that's really what we can offer is service.

Mayor Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on Ordinance No. 2023-25, hearing no comments he closed the public hearing.

MOTION by Council Member Salgado **SECONDED** by Council Member Hernandez to adopt Ordinance No. 2023-25.

ROLL CALL: AYES: Council Member Herrera, Council Member Salgado, Council Member Hernandez, Council Member Renick and Mayor Tyson NAYS: None

ALL AYES

MOTION CARRIED. 5-0

6. ADJOURNMENT:

There being no further business Mayor Tyson adjourned the meeting at 6:16p.m.

These minutes were approved by the City Council of the City of Fellsmere this ____ day of October 2023

Maria F. Suarez-Sanchez, City Clerk
CO20230921MINUTES.DOC

**FIRST BUDGET PUBLIC HEARING FY 2023-2024
September 14, 2023 – 6:00 P.M.
MINUTES**

1. **CALL TO ORDER:** Mayor Tyson called the meeting to order at 6:00 p.m.
2. **ROLL CALL: PRESENT:** Council Member Herrera, Council Member Saigado, Council Member Hernandez, Council Member Renick, City Manager Mathes, Attorney Rhodeback and Mayor Tyson. **ABSENT:** Attorney Warren Dill
ALSO, PRESENT: Chief Touchberry, Putnam Moreman, Andy Shelton, Kevin Burge, Robert Loring
3. **PLEDGE OF ALLEGIANCE:** The Pledge was recited
4. **INVOCATION:** Mayor Tyson gave the Invocation.
5. **PUBLIC HEARINGS:**
 - (a) **ORDINANCE NO. 2023-24/AN ORDINANCE OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, ADOPTING A MILLAGE RATE OF 5.1500 MILLS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; THE ROLLED BACK MILLAGE RATE IS 4.9506 MILLS, THEREFORE THE RATE OF 5.1500 MILLS IS 4.03% PERCENT GREATER THAN THE ROLLED BACK RATE; PROVIDING DIRECTIONS TO THE DIRECTOR OF FINANCE & ACCOUNTING; PROVIDING FOR AN EFFECTIVE DATE./1st Reading and 1st Public Hearing, Set the 2nd Reading and 2nd and Final Public Hearing for September 21, 2023 at 6:00 P.M.**

Mayor Tyson introduced the Ordinance and Attorney Rhodeback, read Ordinance No. 2023-24 by title only.

Manager Mathes thanked Finance Director Putnam Moreman for this year's budget effort. We all make mistakes, and he made one in reading his draft budget, he thought that it was unbalanced and out of whack and made him go back and do it again and came to Council stating it was a tight budget year, but it wasn't as tight as he thought.

Manager Mathes began his PowerPoint presentation and started with evaluation history. The city is good in terms of the valuation of their properties. They are not going to expect eight and 10% valuation increases every year, that's pretty high but the city in that phase right now. Usually, the city's goal is when they get these valuation increases, obviously is to return some of that back to the public through reducing their Ad Valorem. And so therefore, that's why they recommend it, and Council directed him to reduce it to 5.15.

He continued with the revenue sources and showed a graphical breakdown of this year's proposed budget in terms of where the money is coming from. They want to make sure they have a variety of funding sources, so that if one goes bad, the others can pick up the slack. He discussed the different funds that the city has and how the funds are transferred. One of the reasons they were able to have more fat in the city budget is they had not looked at those transfers in a while. They went back and looked through the list and made a better reflection of the work that people were doing and being paid for out of the source of funds.

He continued with the expenditures, the top expenditures related to this year's proposed budget, and the police department is the winner in terms of who gets the biggest chunk of the pie. Public Works right behind them and then legal is not that big. And again, they don't want to see big changes from year to year and these things. They are not really seeing big change and that's good. Some changes are legal but that is a reflection of obviously their rates have increased because of time and inflation, but also, they have done a lot more work for the city, they are doing a lot more grants, a lot more contracts.

He wanted to remind Council of their priorities and how they are addressing them. These came from their one-on-one discussions when they first started the budget process, and they will continue to do this every year.

-Rental registrations have already started that that's already at its first reading and we'll be continuing forward and removing that chapter from the code.

-Food Trucks he had direction to increase the spacing requirements. Mayor Tyson asked what happened to the food trucks.

Manager Mathes responded that Yolanda decided not to proceed with the food trucks in phase one because she doesn't want to pay the impact fees. The one at 6 S. Mulberry, she's just trying to work through financing to get all the stuff in place. She really can't put the food truck there till they certify that your infrastructure is in place. She's installing the landscape and is pretty close to done. But it should just be too long before she's up and running. She does have to finish up her certification or site construction and also start a payment plan for her impact fees and other things that she needs.

Mayor Tyson asked about the Taco Truck on South Broadway and CR512.

Manager Mathes responded still have not submitted to public hearing, yet they get to almost there and then they change their mind, they're actually moving towards something that's not a food truck. They've hired an engineer, and we've met with them, they're working through the process. And so, their proposal is an indoor kitchen, but an outdoor dining area. They want to do entertainment as well.

-Streetlights along CR512, they would like to start that with the left turn lane into the next development next to Dollar General. That is with the county and permitting right now.

-Paving the roads, the city is pending FEMA determination.

-Senior League Renovations, the bid is going out probably next week for the concession stand. Hopefully that concession to be rebuilt by the end of the calendar year or sooner after.

-Strategic Plan, it was decided the last meeting strategic plan will be on hold because the budget issues this year.

-Widening CR512, that's the corridor study that MPO is doing right now. And that should be done in about six to nine months. At that point, hopefully, the city will have some clear direction on how they are going to be able to widen that road and accommodate the growth that the city expects in the near term.

Other priorities that weren't necessarily shared by majority were as follows:

-Septic to Sewer- they are going to bring back information on that.

-Code Enforcement or PW Superintendent as next staff position- Council has directed to the superintendent.

-Sidewalks – next segment – Council will need to decide when they are ready for the next grant.
Business Start-up & Retention – what more can we do? – City Planner Box will come back with more code changes for business startups building permit relief.

Manager Mathes shared the Citizens Survey and discussed issues that are underway by Council. This chart is provided as an attachment in these minutes.

Manager Mathes continued with the proposed highlights, and they are as follows:

- *Proposed Millage 5.15*
 - 4.03% increase over 4.9506 Rolled Back Rate
 - 1.38% decrease over 5.2218 Prior Year Levy
- NOTE: Each 0.1 increase in Millage equates to ~\$14,200k in revenue
- *Staff Salary Increases (\$110k)*
 - 3% Salary Adjustment (\$53,369)

- 3% Public Works and Police Hazard Pay Permanency (\$29,678)
- Permit Clerk Inhouse (\$3,738) *
- Customer Service Rep P/T (\$15,600)
- PW Superintendent (\$10,000)
- Public Works Director Pay Scale Adjustment – (\$1,600)
- Insurance – experience increase (maintain 20%/\$78k in budget)

The organizational chart was also updated. They added the title, assistant city manager and police chief just to reflect that because it wasn't on there from last year. They reflected the Superintendent of Public Works and added the permit clerk. The custodian also went from part time to full time. The chart is provided as in attachment in these minutes.

Mayor Tyson asked when all the developments come in that will be a lot of permitting. Manager Mathes stated that they do not know if one permit clerk or one building official will be enough. What they are going to probably end up doing is amending their contract with SafeBuilt even though they are bringing in house the Permit Clerk have them be the overflow. In case that happens but also in case Dulce goes out for an extended period, we can't just let permits pile up. Having a fallback is important. He also wants to create an emergency Building Official interlocal agreement with the county at some point so that if for some reason, SafeBuilt falls down, that again, they have some avenue for city residents to continue to get permits, it will be only for emergency purposes.

Mayor Tyson asked how fast can they get permits out for these housing developments. Manager Mathes responded that they apply for a model permit. If they are only building four models, they're only getting four permits It's because they're building the exact same house over and over and over again. Florida Statutes and the building code allow a master permit in those situations. He expects the work will be simplified by the fact that it is a model-based development. If every house was unique, that would be a problem.

Manager Mathes continued with the position PayScale calculation, the items in red were adjusted this year. The Public Works and the police were all adjusted to the minimum side, we'll just the maximum on the next regular update. There's nobody near these maximums at this time. So there really wasn't a need to adjust. Some of the others, we adjusted just because of time and inflation and being competitive. Some of the account clerks were adjusted and they had to add the permit clerk back. The chart is provided as in attachment in these minutes.

The following items were discussed under the General Fund, Manager Mathes stated it's a rather large increase from last year, it's a 20% increase.

- Total \$3,872,667
 - Prior year \$3,313,727 (FY2022/2023)
 - 20% increase over prior year due to:
 - ✓ \$200k increase in Infrastructure.
 - ✓ \$200k increase in Transfers In
 - Non-Departmental
 - \$300,000 Contingency funded partly by Reserves.
 - NO Operations funded by Reserves.
 - Current unrestricted reserves approx. \$1,400,000
 - ✓ Does not include revenue from water tower lease revenue sale.
- Public Works
 - Exchange Laborer with PW Superintendent
 - Additional material/equipment funding w/ option to convert to part-time position.
- Police
 - No change

Mayor Tyson asked what are they doing about the grader equipment. Manager Mathes responded they are limping and are limping another year; their goal was trying not to replace it because if the city gets FEMA or don't get FEMA and decide to assess themselves or the residents, he will hate to spend \$250,000 plus if they are a year or two away from paved roads.

Manager Mathes discussed the obligations for debt that the city has, he thinks they are in pretty good shape with debt, the city has less than \$3 million in debt, which is less than 100% of the general fund. He reminded Council that they refinanced the large chunk of utility debt and historical school debts last year, and they saved a lot of money in interest payments. They also have a commitment to replace their vehicles every 5 to seven years.

Mayor Tyson asked that he pressure the Ithink bank to build a branch. Manager Mathes stated that he would send out another letter.

Manager Mathes discussed the analysis of budget effects for typical single-family homes. This chart is provided as an attachment in these minutes.

Manager Mathes discussed the contingency history. This chart is provided as an attachment in these minutes. Reserves have gone up from 2010 From 600,000, all the way to 1.4 million this year. And again, that does not include anything more than just spending less than their budget is and having spending less than their revenues are, so they actually have money to put in the bank at the end of the year.

He discussed the Special Revenues as follows:

- Infrastructure Sales Tax (Increase to \$948,448)
 - 35% increase from prior year (FY22/23 \$701,364)
 - Fleet Replacement \$125k/yr. rising to \$145k/yr. in 5 yrs.
- Local Option Gas Tax (No Change at \$169,303)
- CRA \$85,708 – Up from \$51,815
 - Start of 2009 TIFF in next FY (2024/2025)
 - Special CRA projects
 - Left turn lanes on CR512 at O'Reilly
 - Alley Access at N Broadway
 - S. Hickory Property purchase
 - Funding of FACT Resource Center

Manager Mathes stated that special revenues are where they normally spend monies for their capital projects. He shared the list of those that should be actively under construction or in the works next year and he also shared those projects that are right behind those. That list is provided as an attachment to these minutes.

Mayor Tyson asked that in the train village there was a donation made of \$30,000. Manager Mathes confirmed that it was \$30,000 to build a building to house the generator, they might be able to do that, the building does cost a little bit more than \$30,000 but not much more.

Manager Mathes discussed the Enterprise Funds as follows:

- Community Development Department
 - Maintain Building Official - 32 hours/week, 5 days.
 - Maintain General Fund Subsidy \$44k.
 - Bring Permit Clerk Inhouse (cost savings)
 - Maintain as Enterprise Fund for now.
- Stormwater
 - Conduct Major Update to Master Plan
 - Rate increase 4.00% (from \$5.23 to \$5.47 per EDU)
- Water & Sewer
 - Rate increase 4.00% (CPI)
 - New Rate Study to be implemented in 2024/25
- Impact Fee Study for Police, Roads & Recreation - No longer recommended by staff.

Manager Mathes added that the Council had authorized him to look into bringing in a building official, and that is not likely going to be a successful course of action, not because they couldn't hire someone because the prices, they're demanding are higher than anyone gets paid in the City of Fellsmere. He recommended they do an RFP for building services.

Hopefully, with this growth, they can pay off that \$400,000 debt that department has, and they can just keep it as an enterprise fund or at that point make a decision of where they want to go.

He shared a draft of Capital Improvement Plan that is not part of the budget, they don't adopt the capital improvement program with the budget, they adopted through a comprehensive plan amendment but they we do include it for informational purposes. This coming fiscal year, they have close to 15 to \$20 million dollars of capital projects that are hitting the streets. The chart is included as an attachment in these minutes.

Manager Mathes shared a list of Pending Developments, and they are as follows:

•O'Reilly's •Apartment Complex •Benchmark Genetics •SLP Tractor Services
Corrigan Ranch • F392 & Outparcels • Tiny House Dev. • Trade Yard • Marian Estates Subdivision •
Aldea RV Park • Headwaters Industrial Park • Ortiz 99th/Babcock Mixed Use

Mom & Pops

El Ranchito •12645 CR512 Fruit Stand • Operation Hope • Taco Truck • Rev. Truth Church Int., Mesa
Motocross • 6 N. Pine Church •Fellsmere Feed • 36 N. Myrtle Bait Shop •12 N. Elm Retail Conversion • 81
N. Broadway Food Truck •Gator Sod Relocation • N Broadway Fishing Cottages • 6 S. Mulberry Food
Truck

Five year look ahead was discussed as follows:

- Timing of Development: 1-3 years
- Police Staffing - \$85k per Officer + Vehicle
- Public Works Staffing - \$65k per Laborer
- Grant Prospects – increased near term.
- Stormwater Enhancements
- New Public Works Yard
- Renovate Police Station/Space Needs Study
- Broadway Revitalization
- Water Treatment Modifications
- Sewer Expansions

Mayor Tyson asked how much of the ARPA money has been spent. Manager Mathes stated 2 to 300,000 but they have obligated close to 2 million. They are going to see it gets spent a lot quicker as the grants that it's tied to come into play, a lot of little grants haven't come into play yet. He reminded Council that money has to be obligated by 2024 and spent by 2026.

Mayor Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on Ordinance 2023-24, hearing no comments he closed the public hearing.

MOTION by Council Member Hernandez **SECONDED** by Council Member Salgado to accept the 1st Reading and 1st Public Hearing and set the 2nd Reading and 2nd and Final Public Hearing for September 21, 2023 for Ordinance 2023-24.

ALL AYES

MOTION CARRIED. 5-0

ROLL CALL: AYES: Council Member Herrera, Council Member Salgado, Council Member Hernandez, Council Member Renick and Mayor Tyson NAYS: None

ALL AYES

MOTION CARRIED. 5-0

(b) RESOLUTION NO. 2023-37/A RESOLUTION OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, AMENDING RESOLUTION 2017-27 APPENDIX "A", SECTION 1, MONTHLY WATER RATE INSIDE CITY; AMENDING SECTION 2, MONTHLY WATER RATE OUTSIDE CITY; AMENDING SECTION 3, APPENDIX "B" MONTHLY WASTEWATER RATES; AMENDING APPENDIX "C" MONTHLY STORMWATER MANAGEMENT PROGRAM FEE; PURSUANT TO THE AUTHORITY OF ORDINANCE 2000-01, ARTICLE IV WATER AND WASTEWATER SERVICE; FURTHER PROVIDING FOR CONFLICTS AND AN EFFECTIVE DATE./ 1st Reading and 1st Public Hearing, Set the 2nd Reading and 2nd and Final Public Hearing for September 21, 2023 at 6:00 P.M.

Mayor Tyson introduced the Resolution and Attorney Rhodeback, read Resolution No. 2023-37, by title only.

Manager Mathes stated his is the water, sewer, and stormwater rate increases. There is a 4% increase. They will not be implementing the rate study this year.

Mayor Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on Resolution No. 2022-47, hearing no comments he closed the public hearing.

MOTION by Council Member Hernandez **SECONDED** by Council Member Herrera to accept the 1st Reading and 1st Public Hearing and set the 2nd Reading and 2nd and Final Public Hearing for September 21, 2023 for Resolution No. 2023-37.

ALL AYES

MOTION CARRIED. 5-0

RECESS COUNCIL MEETING AND CONVENE AS THE FELLSMERE COMMUNITY REDEVELOPMENT AGENCY

Mayor Tyson recessed the Council Meeting at 7:02 p.m. and called the FCRA Meeting to order at 6:10 p.m. and stated all members are present.

(c) CRA-RESOLUTION NO. 2023-01 /A RESOLUTION OF THE FELLSMERE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; APPROPRIATING FUNDS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024, SUCH APPROPRIATIONS BEING FROM ANTICIPATED REVENUE; PROVIDING A MEANS TO AMEND SAID ANNUAL BUDGET; PROVIDING FOR AN EFFECTIVE DATE. / 1st Reading and 1st Public Hearing, Set the 2nd Reading and 2nd and Final Public Hearing for September 21, 2023 at 6:00 P.M.

Chairman Tyson introduced the Resolution and Attorney Rhodeback, read CRA Resolution No 2023-01, by title only.

Manager Mathes stated the CRA budget was around \$85,000. It just to keep the lights on tight budget what has been done for the last five or six years once the bust came in. However, as it goes up, it does mean there's a contingency on it and as it gets bigger and bigger, they will need to decide what they want to do with that line item. There's been some recent changes in state law that they are looking to reflect in the CIP capital improvement program.

Mayor Tyson asked if it was used last year. Manager Mathes stated that it was used to pay some power bills at the community center and other things. In the past they had grant program but at the visioning workshop and Council decided not to do the grants, they decided to do special projects, so they are focusing on the left turn lane, alleyway projects, things like that.

Chairman Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on CRA Resolution No 2023-01, hearing no comments he closed the public hearing.

MOTION by Agency Member Salgado **SECONDED** by Agency Member Renick to accept the 1st Reading and 1st Public Hearing and set the 2nd Reading and 2nd and Final Public Hearing for September 21, 2023 for CRA-Resolution No. 2023-01.

ALL AYES

MOTION CARRIED. 5-0

ADJOURN AS THE FELLSMERE COMMUNITY REDEVELOPMENT AGENCY AND RECONVENE AS THE CITY COUNCIL

Chairman Tyson adjourned the meeting at 7:06 p.m. and reconvened the City Council Meeting at 7:06 p.m.

(d) ORDINANCE NO. 2023-25/ AN ORDINANCE OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 01, 2023 AND ENDING SEPTEMBER 30, 2024; APPROPRIATING FUNDS FOR THE EFFICIENT AND EFFECTIVE OPERATION OF THE GOVERNMENT OF THE CITY OF FELLSMERE AND ALL ITS DEPARTMENTS FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024; SUCH APPROPRIATIONS BEING FROM ANTICIPATED REVENUE; PROVIDING A MEANS TO AMEND THE SAID ANNUAL BUDGET SO AS TO CARRY FORWARD THE FUNDING OF PURCHASE ORDERS, WORK ORDERS, AND GRANTS OUTSTANDING AS OF SEPTEMBER 30, 2023; PROVIDING A MEANS TO AMEND THE SAID ANNUAL BUDGET TO REFLECT GRANTS RECEIVED AFTER SEPTEMBER 30, 2023 AND AUTHORIZING THE TRANSFER OF FUNDS HEREIN APPROPRIATED SO LONG AS THE TOTAL COMBINED APPROPRIATIONS SHALL NOT BE INCREASED THEREBY; PROVIDING FOR AN EFFECTIVE DATE. / ***1st Reading and 1st Public Hearing, Set the 2nd Reading and 2nd and Final Public Hearing for September 21,2023 at 6:00 P.M.***

Mayor Tyson introduced the Ordinance and Attorney Rhodeback, read Ordinance No. 2023-25 by title only.

Manager Mathes stated that it turned out a tight budget turn year turned out to be a fat budget year once we figured out it and made the changes to the transfers. As he said earlier, the city has \$100,000 surplus on their budget right now. It's good to have a contingency but you know if there's ever any thought about maybe 5.1 going to 5.12 or 5.1. If Council wants them to look at that before the second hearing, they do have that ability to go down you just can't go above. He just offered and just wanted to make sure they knew they had that opportunity. He is comfortable with the minor adjustment now; they can always make a better one next year if things continue to go in the right direction.

Mayor Tyson stated if it would reduce the budget of the millage rate, that's always good news to the to the public. Manager Mathes responded he does not know how much it would reduce it. Council Member Renick stated to stay the course.

Mayor Tyson opened the Public Hearing and asked if anyone in the audience wished to speak on Ordinance No. 2023-25, hearing no comments he closed the public hearing.

MOTION by Council Member Herrera **SECONDED** by Council Member Salgado to accept the 1st Reading and 1st Public Hearing and set the 2nd Reading and 2nd and Final Public Hearing for September 21,2023 for Ordinance 2023-25.

ROLL CALL: AYES: Council Member Herrera, Council Member Salgado, Council Member Hernandez, Council Member Renick and Mayor Tyson NAYS: None

ALL AYES

MOTION CARRIED. 5-0

6. ADJOURNMENT:

There being no further business Mayor Tyson adjourned the meeting at 7:10p.m.

These minutes were approved by the City Council of the City of Fellsmere this ____day of October 2023

Maria F. Suarez-Sanchez, City Clerk
CO20230914MINUTES.DOC



FY23/24 Budget Hearing

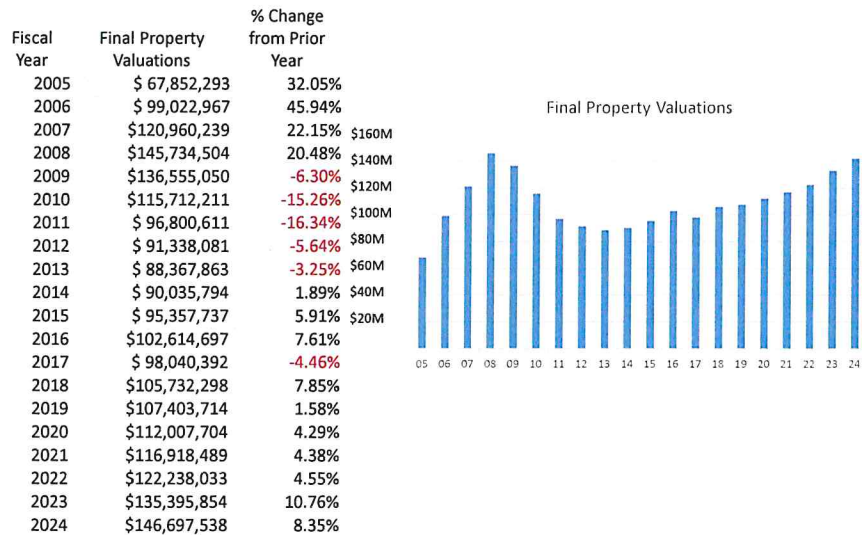
Mark D. Mathes, City Manager

9/14/23

6:00 PM

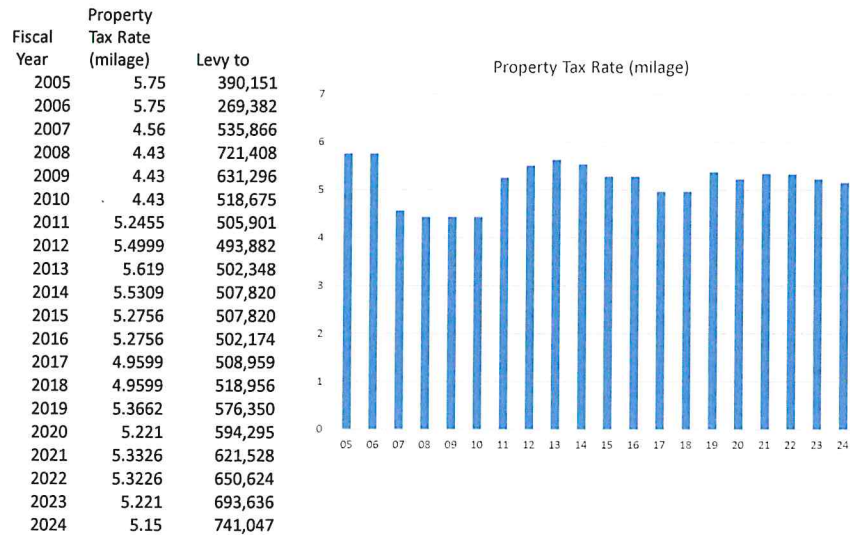
1

Valuation History



2

Ad Valorem History



3

Revenue Sources

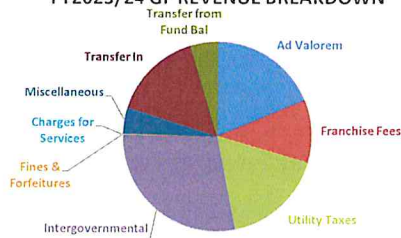
Proposed 2023 Ad Valorem

\$744,047

(5.150 mil – Proposed Millage)

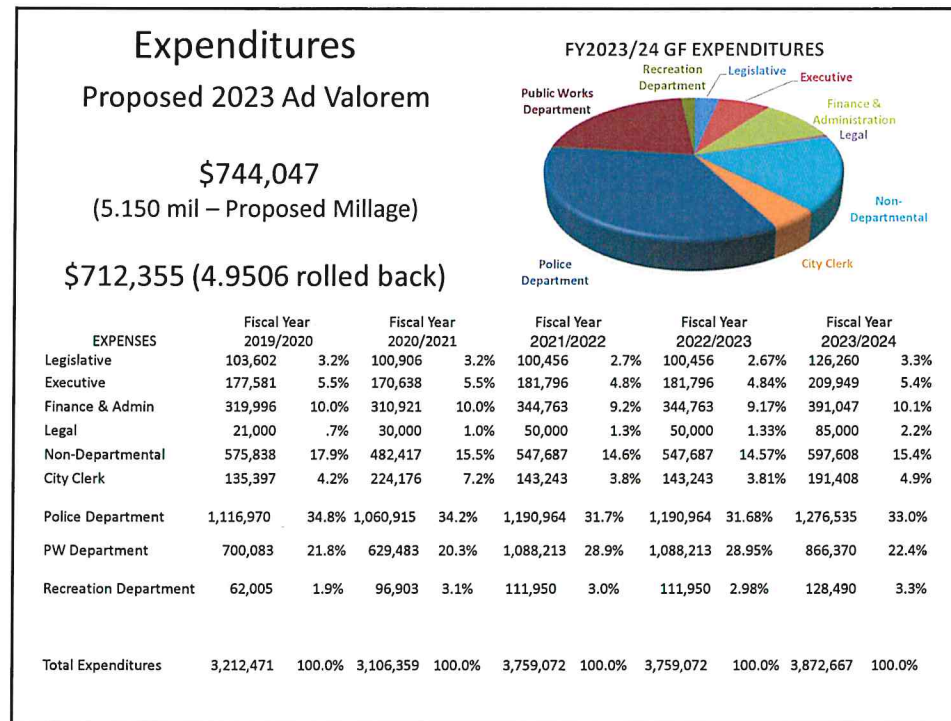
\$712,355 (4.9506 rolled back)

FY2023/24 GF REVENUE BREAKDOWN



	Fiscal Year 2019/2020		Fiscal Year 2020/2021		Fiscal Year 2021/2022		Fiscal Year 2022/2023		Fiscal Year 2023/2024	
REVENUE	Budget	% of Total	Budget	% of Total	Budget	% of Total	Budget	% of Total	Budget	% of Total
Ad Valorem	566,580	17.6%	593,452	19.1%	621,093	16.5%	683,888	20.6%	744,047	19.2%
Franchise Fees	330,780	10.3%	356,412	11.5%	357,625	9.5%	387,071	11.7%	429,133	11.1%
Utility Taxes	527,910	16.4%	515,370	16.6%	534,561	14.2%	638,671	19.3%	690,225	17.8%
Intergovernmental	827,961	25.8%	677,679	21.8%	1,465,463	39.0%	754,399	22.8%	1,019,622	26.3%
Charges for Services	7,200	0.2%	10,400	0.3%	9,900	0.3%	9,700	0.3%	8,500	0.2%
Fines & Forfeitures	2,200	0.1%	3,300	0.1%	3,600	0.1%	4,100	0.1%	7,006	0.2%
Miscellaneous	118,960	3.7%	132,461	4.3%	131,461	3.5%	136,350	4.1%	175,768	4.5%
Transfer In	472,080	14.7%	429,230	13.8%	428,292	11.4%	399,458	12.1%	612,203	15.8%
Transfer from Fund Bal	358,799	11.2%	388,055	12.5%	207,077	5.5%	300,000	9.1%	186,164	4.8%
Total Revenues	3,212,471	100.0%	3,106,359	100.0%	3,759,072	100.0%	3,313,637	100.0%	3,872,667	100.0%

4



5

Council Priorities

<p>SHARED</p> <ul style="list-style-type: none"> • Food Truck & Rental Registration Code Review • Enhance Street Lights along CR512 • Pave Roads (method pending FEMA determination) • SR. League Renovation • Resolve Water Quality Issues • Strategic Plan • Widen CR512 / CR512 Left Turn (ready for growth) <p>OTHER</p> <ul style="list-style-type: none"> • Septic to Sewer - need information • Code Enforcement or PW Superintendent as next staff position • Sewer flows to West vs. City Treating Sewer - need information • Sidewalks – next segment? • Business Start-up & Retention - what more can we do? • Building Permit Relief - what can we stop doing that other places are not? • N Broadway Playhouse

6

Council vs. Citizen Priorities

Issues underway by Council and shared by Citizen Survey

Scale of 1-5 with 5 – Very Important and 3 – Important and 1 – Not Important

Enhance Street Lights	– focus on CR512 now (3.52)
Pave Roads	– awaiting FEMA determination (3.67)
SR. League Renovation	– underway (Comment)
Resolve Water Quality Issues	– underway (4.71)
Widen CR512 / CR512 Left Turn	– awaiting IRC permit/study results (3.21)
Increase Outreach to Residents	– multiple new methods underway (3.60)
Additional Sidewalks & Trails	– underway one segment at a time (3.43)
Support Existing Businesses	– multiple initiatives underway (3.59)
Building Permit Adjustments	– multiple initiatives underway (3.88)
N Broadway Revitalization	– underway (Comment/3.78 – Beautify Fellsmere)
Expand Sewer for Commercial	– Underway one project at a time (3.07)

7

Council vs. Citizen Priorities

Other Issues reflected by Citizen Survey

Scale 1-5 with 5 – Extremely Important and 3 – Important and 1 Not at all Important

Increase Maintenance of Dirt Roads	– can be solved by paving remaining roads (4.29)
Preserving open spaces and natural areas	– addressed in Code (4.26)
Reduce Property Crimes	– Community Concern/perception vs. reality (4.23)
Address Illegal Dumping	– mostly a ditch/canal issue with FWCD (4.16)
Address Illegal Drug Use/Sales	– Community Concern/budgetary constraint (4.00)
Increase Animal Control	– County control (3.81)
Increase Social Services to those in Need	– reason for Community Center (3.69)
Increase Police Presence	– budgetary constraint (3.54)
Enforce Speed Limits	– budgetary constraint / speed trailer \$10k (3.55)
Increase Code Enforcement	– budgetary constraint (3.41)
Sponsor additional Community Events	– can be function of a Main Street program (3.40)
Seek New Businesses	– budgetary constraint (3.31)
Provide Recreation Programs	– budgetary constraint (3.03)

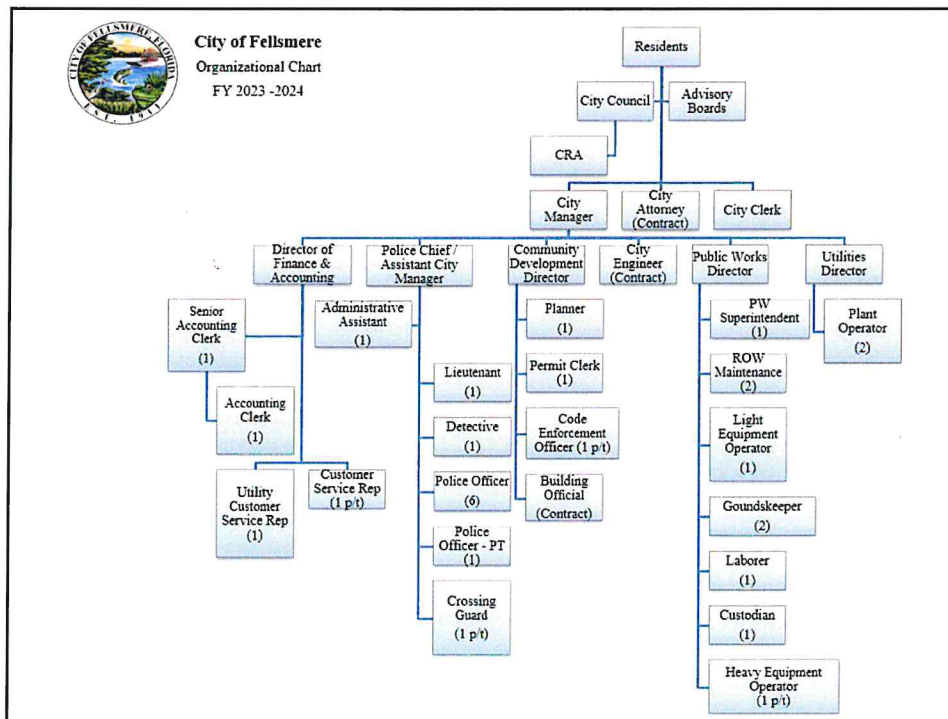
8

Proposed FY21/22 Highlights

- **Proposed Millage 5.15**
 - 4.03% increase over 4.9506 Rolled Back Rate
 - 1.38% decrease over 5.2218 Prior Year Levy

NOTE: Each 0.1 increase in Millage equates to ~\$14,200k in revenue
- **Staff Salary Increases (\$110k)**
 - 3% Salary Adjustment (\$53,369)
 - 3% Public Works and Police Hazard Pay Permanency (\$29,678)
 - Permit Clerk Inhouse (\$3,738) *
 - Customer Service Rep P/T (\$15,600)
 - PW Superintendent (\$10,000)
 - Public Works Director Pay Scale Adjustment – (\$1,600)
- **Insurance** — experience increase (maintain 20%/\$78k in budget)

9



10

FY23/24 POSITION CLASSIFICATION AND PAY PLAN

Classification Title	Minimum	Maximum	Classification Title	Minimum	Maximum
Mayor	Per Code		Public Works		
Council Members	Per Code		PW Director	\$80,000	\$110,000
City Attorney	Contract		PW Superintendent	\$45,000	\$80,000
City Manager	\$100,000	\$150,000	Crew Leader	\$36,050	\$55,000
City Clerk	\$80,000	\$110,000	Field Technician	\$31,200	\$43,050
Finance Dept.			Heavy Equip. Oper.	\$32,445	\$51,500
Finance Director	\$80,000	\$110,000	Light Equip. Oper.	\$31,200	\$49,000
Senior Account	\$45,000	\$68,500	ROW Maintenance	\$31,200	\$49,000
Account Clerk	\$35,000	\$52,000	Groundskeeper	\$31,200	\$48,000
Customer Service	\$31,200	\$47,000	Laborer	\$31,200	\$48,000
Grant Admin.	40,000	60,000	Custodian	\$31,200	\$42,000
			Water/Wastewater		
			Utilities Director	\$80,000	\$110,000
			Class "C" Operator	\$37,080	\$55,000
			Class "C" Operator	\$37,080	\$55,000
Classification Title	Minimum	Maximum	Classification Title	Minimum	Maximum
Comm. Develop.			Police		
CDD Director (vacant)	\$80,000	\$110,000	Police Chief	\$80,000	\$110,000
Building Official	Contract		Lieutenant	\$60,000	\$90,000
Bld Inspector III	Contract		Sergeant	\$46,500	\$70,000
Bld Inspector II	Contract		Corporal		
Bld Inspector I	Contract		Detective	\$44,290	\$70,000
Code Enf. (P/T)	\$15,600	\$21,600	Police Officer	\$41,200	\$60,000
Permit Clerk	\$40,000	\$60,000	Crime Scene Tech.	\$36,050	\$55,000
Rec. Coord (P/T)	\$15,600	\$21,600	Admin. Assistant	\$33,990	\$52,000
Planner I	\$40,000	\$60,000	School Guard (P/T)	\$6,180	\$29,309
Planner II	\$50,000	\$70,000			
Senior Planner	\$60,000	\$80,000			

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General Fund

- Total \$3,872,667
 - Prior year \$3,313,727 (FY2022/2023)
 - 20% increase over prior year due to:
 - ✓ \$200k increase in Infrastructure
 - ✓ \$200k increase in Transfers In
- Non-Departmental
 - \$300,000 Contingency funded partly by Reserves
 - NO Operations funded by Reserves
 - Current unrestricted reserves approx. \$1,400,000
 - ✓ Does not include revenue from water tower lease revenue sale
- Public Works
 - Exchange Laborer with PW Superintendent
 - Additional material/equipment funding w/ option to convert to part-time position
- Police
 - No change

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SCHEDULE AND STATUS OF OUTSTANDING FINANCIAL OBLIGATIONS AS OF 9/23

Creditor	Loan Purpose	Original Loan Amount	Loan Balance	Date of Loan	Int. rate	Maturity Date	Payments	Security
Marine Bank & Trust	Capital Improvement Revenue Refunding Note for Historic School House Building and Water Treatment Plant Expansion< Series 2022	\$2,764,000	\$2,590,000	5/26/2022	3.22	12/1/2038	Quarterly from \$25K to \$52K	Half-Cent Sales Tax and Public Service Tax
FL State Revolving Loan Fund	Water Treatment Plant Expansion	\$155,826.01	\$65,649.71	3/15/2011	2.61	3/15/2031	\$9,694.78 Yearly	Water revenue
FL State Revolving Loan Fund	Water Treatment Plant Expansion	\$223,861.25	\$98,330.49	3/15/2011	2.71	3/15/2031	\$14,576.50 Yearly	Water revenue
Marine Bank & Trust	Vehicle loan-2 Police Interceptor SUVs	\$99,184.00	\$25,183.17	1/14/2021	4.00	4/14/2024	\$3,917.49 monthly	None

*Additional debt to be added for PD Vehicle & PW Equipment USDA Loan

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Analysis of Budget Effects (For typical single-family home)

Ad Valorem increase (over rollback rate)	\$27,789
Water rate increase of 4.00%	\$60,238
Wastewater rate increase of 4.00%	\$24,037
Stormwater rate increase of 4.00%	\$4,781
Total planned predictable revenue increases	\$116,845

400# mobile homes within city limits*

900# households within city limits^

\$ 30.87	Yearly ad valorem increase per average household
\$ 21.88	Yearly ad valorem increase per average household + mobile homes
\$ 92.00	Yearly total cost increase per average household + mobile homes
\$ 129.83	Yearly total cost increase per average household

^ Households per 2020 Census

* Per aerial count

EXPENDITURES:

3% & Special Salary Increases	\$110,000
20% Health Ins. Increase	\$78,000

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Contingency History

Fiscal Year	Trf from GF Balance	Budgeted Contingency	GF Budget Balanced	Unspent at end of year	GF Fund Balance Start	GF Fund Balance End
2010	350,000	350,000	-	21,316	656,571	677,887
2011	375,000	375,000	-	(176,851)	677,887	501,036
2012	400,000	400,000	-	(3,217)	501,036	497,819
2013	420,930	425,000	4,070	(15,143)	497,819	482,676
2014	427,260	450,000	22,740	57,777	481,821	539,598 adjusted
2015	452,440	475,000	22,560	211,798	539,598	751,396
2016	499,970	500,000	30	(52,482)	751,396	698,914
2017	630,440	550,000	(80,440)	(212,816)	698,914	486,098
2018	639,434	547,000	(92,434)	620,928	486,098	1,107,026
2019	300,185	300,000	(185)	(2,131)	1,107,026	1,104,895
2020	359,650	300,000	(59,650)	44,978	1,104,895	1,149,873
2021	388,055	300,000	(88,055)	188,778	1,149,873	1,338,651
2022	207,077	300,000	92,923	71,163	1,338,651	1,409,814
2023	300,000	300,000	-	TBD	1,409,814	TBD
2024	186,164	300,000	113,836	NA	NA	NA

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Special Revenue

- **Infrastructure Sales Tax (Increase to \$948,448)**
 - 35% increase from prior year (FY22/23 \$701,364)
 - Fleet Replacement \$125k/yr. rising to \$145k/yr. in 5 yrs.
- **Local Option Gas Tax (No Change at \$169,303)**
- **CRA \$85,708 – Up from \$51,815**
 - Start of 2009 TIFF in next FY (2024/2025)
 - Special CRA projects
 - Left turn lanes on CR512 at O'Reilly
 - Alley Access at N Broadway
 - S. Hickory Property purchase
 - Funding of FACT Resource Center

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Special Revenue - continued

CDBG-DR - NY Ditch Pipes	Old School Windows
RTP Preserve Final Phase	Sewer Expansion
FDEP Stormwater	CDBG-CV Broadband
Community Center Reno	Stormwater Master Plan update
Senior League Concession	National District Walking Tour
CR512 Left Turn Lane	State Street Reservoir Expansion
<u>N. Broadway</u>	<u>CDBG-MIT 97th Street</u>
FEMA Irma road base	Pave the Grade
USDA Water Yard/Barn	Rail-Trail: Broadway to State Park
Recreated Train Village	FACT Resource Center
CR512 Widening	Old School Generator
Well #7	Nanofiltration Conversion
Lift Station #3 Replacement	Fire Tower Reconstruction

17

Enterprise Funds

- **Community Development Department**
 - Maintain Building Official - 32 hours/week, 5 days
 - Maintain General Fund Subsidy \$44k
 - Bring Permit Clerk Inhouse (cost savings)
 - Maintain as Enterprise Fund for now
- **Stormwater**
 - Conduct Major Update to Master Plan
 - Rate increase 4.00% (from \$5.23 to \$5.47 per EDU)
- **Water & Sewer**
 - Rate increase 4.00% (CPI)
 - New Rate Study to be implemented in 2024/25
- **Impact Fee Study for Police, Roads & Recreation**
 - No longer recommended by staff.

18

Draft Capital Improvement Plan

	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28
Transfer - Gas Tax to General Fund	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Fellsmere Grade Paving	\$ 3,660,000	\$ -	\$ -	\$ -	\$ -
Grader Tires	\$ 5,000	\$ -	\$ -	\$ -	\$ -
147-IRMA Roads - federal / state	\$ 1,975,631	\$ -	\$ -	\$ -	\$ -
USDA Road Paving/Drainage	\$ -	\$ 3,060,000	\$ 4,000,000	\$ 3,000,000	\$ 3,000,000
Sub Total	\$ 5,710,631	\$ 3,130,000	\$ 4,070,000	\$ 3,070,000	\$ 3,070,000
Carry Over	\$ 332,373	\$ 372,373	\$ 472,373	\$ 572,373	\$ 672,373
Gas Tax Expense Total	\$ 6,043,004	\$ 3,502,373	\$ 4,542,373	\$ 3,642,373	\$ 3,742,373
Transfer - CRA to General Fund	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Business Subsidy (Fire inspections)	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
CRA Grants	\$ -	\$ -	\$ -	\$ -	\$ -
APRA Funds (FACT)	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Main Street Revitalization	\$ 171,878	\$ 25,000	\$ 30,000	\$ 35,000	\$ 40,000
Sub Total	\$ 446,878	\$ 50,000	\$ 55,000	\$ 60,000	\$ 65,000
Carry Over	\$ -	\$ -	\$ -	\$ -	\$ -
CRA Expense Total	\$ 446,878	\$ 50,000	\$ 55,000	\$ 60,000	\$ 65,000
Water Debt	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Operating Transfer - Wastewater to General Fund	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
Operating Transfers - Water to General Fund	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
173- Resilient - LS#3	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
153-SRF Sewer & Ext. to Farm & N Myrtle	\$ 3,950,000	\$ -	\$ -	\$ -	\$ -
SRWF Nanofiltration	\$ -	\$ 100,000	\$ 1,600,000	\$ -	\$ -
USDA Sewer - Future	\$ -	\$ -	\$ 700,000	\$ -	\$ 700,000
160-USDA Equipment/Water Yard	\$ 70,000	\$ 500,000	\$ -	\$ -	\$ -
112-Well #7 (new well) - SJRWMD	\$ 500,000	\$ -	\$ -	\$ -	\$ -
174-HMGP Water Plant Hardening	\$ 214,000	\$ -	\$ -	\$ -	\$ -
Well Refurbishment (#1-#4)	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
Waste Water Misc.	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Water Plant Security	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Water System Misc.	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Sub Total	\$ 6,789,000	\$ 1,130,000	\$ 2,830,000	\$ 530,000	\$ 1,220,000
Carry Over	\$ 544,393	\$ 259,905	\$ 75,417	\$ 240,929	\$ 66,441
Water & Wastewater Expense Total	\$ 7,333,393	\$ 1,389,905	\$ 2,905,417	\$ 770,929	\$ 1,286,441

19

Draft Capital Improvement Plan

Transfer - Stormwater to General Fund	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
146-CDBG DR NY Ditch Pipes	\$ 900,000	\$ -	\$ -	\$ -	\$ -
154-FDEP Stormwater Master Plan	\$ 100,000	\$ -	\$ -	\$ -	\$ -
175-FDEM HMGP Stormwater Master Plan	\$ 100,000	\$ -	\$ -	\$ -	\$ -
167-FDEP - 259 S. Pine	\$ 400,000	\$ -	\$ -	\$ -	\$ -
168-FDEP - Micro Basin Projects	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
176-FDEP - Alleyway Grading	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -
162-FDEP - Greenway-Kentucky	\$ 1,850,000	\$ -	\$ -	\$ -	\$ -
177-FDEP-Resilient - Alleyway Greenway	\$ 850,000	\$ -	\$ -	\$ -	\$ -
S319 SRL Phase 2 - monitoring	\$ 10,000	\$ -	\$ -	\$ -	\$ -
124-SJRWMD - State Street Reservoir	\$ 775,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 7,155,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000
Carry Over	\$ 130,530	\$ 170,530	\$ 210,530	\$ 250,530	\$ 290,530
Stormwater Expense Total	\$ 7,285,530	\$ 240,530	\$ 280,530	\$ 320,530	\$ 360,530
Transfer - Infrastructure to Stormwater	\$ 535,000	\$ -	\$ -	\$ -	\$ -
City Hall Debt	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000
149-CDBG CV - Broadband	\$ 2,755,000	\$ -	\$ -	\$ -	\$ -
CDBG ED (place holder)	\$ -	\$ 90,000	\$ 1,500,000	\$ -	\$ -
CDBG NR Future	\$ -	\$ 90,000	\$ 770,000	\$ 90,000	\$ 770,000
150-CDBG DR - 97th	\$ 3,000,000	\$ 1,100,000	\$ -	\$ -	\$ -
126-CDBG/CR N Broadway	\$ 500,000	\$ 300,000	\$ -	\$ -	\$ -
126-01-FDEP GSI - N Broadway	\$ 300,000	\$ 200,000	\$ -	\$ -	\$ -
CR512 Left Turn Lane	\$ 340,000	\$ -	\$ -	\$ -	\$ -
Resurface Basketball Courts	\$ 16,000	\$ -	\$ -	\$ -	\$ 20,000
Babcock/ N. Myrtle	\$ 200,000	\$ 300,000	\$ -	\$ -	\$ -
CR512 Willow to Myrtle	\$ 500,000	\$ 1,000,000	\$ -	\$ -	\$ -
CR512 Willow to 120th	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -
CR512 120th to I95	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -
Alleyway Access Demonstration	\$ 190,000	\$ -	\$ -	\$ -	\$ -
Cultural Facilities - Train Village	\$ -	\$ 150,000	\$ 400,000	\$ -	\$ -
137-DOS Community Center Windows	\$ 200,000	\$ -	\$ -	\$ -	\$ -
155-DOS Old School Windows	\$ 625,000	\$ -	\$ -	\$ -	\$ -
120-RTP/Preserve	\$ 550,000	\$ -	\$ 50,000	\$ 550,000	\$ -
FRDAP (band stage, place holder)	\$ -	\$ -	\$ 65,000	\$ -	\$ 65,000
144-FRDAP/RTP/LWCF Sr. Lg. Park	\$ 200,000	\$ 1,300,000	\$ -	\$ -	\$ -
Mower	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
169-TAP - Rail Trail I / II	\$ 500,000	\$ 1,000,000	\$ -	\$ 75,000	\$ 500,000
171-Scenic Byway Fire Tower	\$ 200,000	\$ -	\$ -	\$ -	\$ -
159-USDA Fleet Services	\$ 259,700	\$ 90,000	\$ 120,000	\$ 150,000	\$ 150,000

20

Pending Developments

O'Reilly's	Apartment Complex
Benchmark Genetics	SLP Tractor Services
Corrigan Ranch	F392 & Outparcels
Tiny House Dev.	Trade Yard
Marian Estates Subdivision	Aldea RV Park
Headwaters Industrial Park	Ortiz 99 th /Babcock Mixed Use

Mom & Pops

El Ranchito	12645 CR512 Fruit Stand
Operation Hope	Taco Truck
Rev. Truth Church Int.	Mesa Motocross
6 N. Pine Church	Fellsmere Feed
36 N. Myrtle Bait Shop	12 N. Elm Retail Conversion
81 N. Broadway Food Truck	Gator Sod Relocation
N Broadway Fishing Cottages	6 S. Mulberry Food Truck

21

5-year Look Ahead

- Timing of Development: 1-3 years
- Police Staffing - \$85k per Officer + Vehicle
- Public Works Staffing - \$65k per Laborer
- Grant Prospects – increased near term
- Stormwater Enhancements
- New Public Works Yard
- Renovate Police Station/Space Needs Study
- Broadway Revitalization
- Water Treatment Modifications
- Sewer Expansions

22

Grants Workshop
August 17, 2023 – 6:00 P.M.
MINUTES

1. CALL TO ORDER: Mayor Tyson called the meeting to order at 6:00 p.m.

2. ROLL CALL:

PRESENT: Council Member Salgado, Council Member Hernandez, Council Member Renick, City Manager Mathes, Attorney Warren Dill, and Mayor Tyson

ABSENT: Council Member Herrera-Excused

ALSO, PRESENT: Public Works Director Andy Shelton, Utility Director Kevin Burge, and Attorney Rhodeback

3. PRESENTATION:

(a) City of Fellsmere Grants

Manager Mathes introduced Laura Hammer, the City of Fellsmere's Grant Administrator. She has been with the city for a year and a half.

Grant Administrator Laura Hammer proceeded with her PowerPoint presentation.

She began her Grant process overview with where the money comes from. They come from different sources: Federal, State, Other Government Agencies, Private and Nonprofits. Most of the grants that the city applies for and gets are either federal or state grants. And federal grants are ones that are issued by the US government out of their general federal revenue, to carry out the public purpose of supporting communities and to stimulate economy and other items in the community. And state grants are usually money that has come down from the federal government. But the state is given a pot of money to then distribute as they see to be the best used in their particular state.

Grants used most commonly by the City of Fellsmere are the following:

- CDBG (Community Development Block Grant) – historically used for road paving. All roads in the city have been with either the small cities or a disaster grant.
- FL Department of Transportation Grants – historically used for sidewalk/trails.
- FRDAP (Florida Recreation Development Assistance Program) – historically used for parks.
- St. Johns River Management District Cost Share – stormwater only. – State Street. The city is really going after all the grants they can to make our entire stormwater system better.

Manager Mathes added that the quality of these CDBG grants, and the St. John's cost share are 100% grants. And the city usually does the design but it's 100 grant, DOT usually comes out to be about 70 to 80% grant because they don't pay for utility adjustments and things like that. And FRDAP, the recreation grants are the worst, they usually pay about 50% and the city has to pay the other 50%. So those are the least beneficial, but they are the really the only set of grants that are available for parks. Grant Administrator Hammer added that they also cover equipment, which can be difficult to find grants that do cover hard equipment.

Laura stated that some of the ways grants can be used are to enhance public safety, improve city parks and recreation, transportation, maintenance projects, planning and studies, water quality South Regional Lake is an example of that. The city currently has two grants to cover two different types of stormwater impact studies. Hazard Mitigation, which is what they used to seal the police station. She got a grant to seal the water plant out on 97th, they have design quotes and hope to go out for bid in couple of months. The strategic plan goals, sometimes they can get these grants that will do the planning. Tourism development, she is looking into that, they are hoping to take advantage of

those grants more once they have finished Broadway, and got their walking tour in place and hopefully, finally get the green light on the train village grant as well. The last on the list are vehicles and equipment, the city got two police vehicles last year and they currently have an application in for a piece of equipment called an ILF Alpha that will make maintenance of city roads much easier.

Laura stated that the way the process usually works is the department directors generally know what they want, they let her know what items or projects they want to and then I start looking for grants that fit what they're asking for. And to do this, there are different ways, she does research, she has plenty of knowledge of the requirements and the uses of the different grants that they have applied for in the past. She gets grant lists from different government websites. She gets emails from many different people sharing grant opportunities. And lastly, just sometimes word of mouth. Then Manager Mathes decides which ones they are going to go after. They are now able to use her to do the grant writing. When she first came, they were depending much more on outside support, because it took her some time to learn the details of this particular job. But for most of the grants, she is now able to write the applications herself. She completely and thoroughly reviews the Notice of Funding Opportunity, which is what the granting agency puts out, which tells them what the grant is, what the requirements are, what the eligibility requirements are, and how much funding is available, and whether they are a ready community. They generally have either a small match or no match. She tends to look for grants that will allow the city to get more money. The next step is they bring the grant idea or the intent to apply to Council and ask if Council supports staff submitting the application. And if they do, then she gets information from the department that she is trying to get the item for, and always with finance, because they are the ones processing all the billing and the reimbursement. Generally, most grants want proof of the city finances and everything else, so it's a joint effort.

Mayor Tyson asked how long does it take generally from the time they submit a grant request to the time that they actually get it or all they all different. Grant administrator Hammer stated that they are all extremely different some may be 45 days and other take months. Manager Mathes added that they could have up to 12 months from making application to having a grant agreement to be able to start moving on the project.

Grant Administrator Hammer stated that design maybe part of the grant. And they are learning that it's best to put that in the application out of the gate if the city is wanting them to pay for the design. Other times, the city actually have completed the design prior to getting the grant, because it may be a grant that has a very short window for execution. Manager Mathes added there's also other grants that they know by experience, are already grants, which means you can't apply if you don't have your plans and permits ready. And most of those are going to be your stormwater grants.

Grant Administrator Hammer stated that if they are doing the design locally and themselves, it generally starts when they submit the application so that they will be ready to move forward. If the design is covered and paid for out of grant funds, the Florida Statutes do require that the city publish the RFP to select the design firm. And what she learned at their first opening for an RFP is that what is submitted is qualifications. And what the design firm has chosen on. They were looking for their prices, as they would with people doing the constructions and Manger Mark explained that with design, it's a little different from construction, it's not the lowest bidder, it's the firm that is the most qualified to do that type of project. Photos of projects that have received grant money were shown to the Council.

Once the grant is awarded, they make sure that the design and permitting are completed. At The time we get the award letter, it comes before the agreement. They give the city the start and end dates. And those are very important. And often the city will inquire right at the beginning, if they run into any problems, will they grant an extension and so they find out at the beginning of the grant, if it's possible to get an extension, if needed, and if so for how long, some grants will give multiple extensions. Others insist that the city have the grant finished within the timeframe because they must spend those funds, or they are sometimes obligated to return the money.

Manager Mathe added that one of the worst funding sources in that regard is historic preservation funds, they have a short timeframe. And they don't know if they are going to award so you don't usually do the design up front, and half the time will be spent on design and that where they are stuck now with the Old School windows. It has such a short window; the city may end up having to give that grant back because they may not be able to deliver it in time.

Mayor Tyson stated that he was really proud of the skatepark because it was not the city's idea, it was an idea from a 10-year-old. It took about 5 years to get it done. He suggested to dedicate the park to him. Manager Mathes suggested naming the skatepark after him. The council agreed.

Grant Administrator Laura Hammer continued with her presentation and stated that the city may not do any work that is paid for out of grant funds prior to the official start date. The things the city can do and the things which she does are preparing the necessary bid construction documents in advance and that means that the project can then be advertised and put out for bid as soon as the start date is reached. And that maximizes the amount of time available for the construction portion of the project. Then once the city is done with the design permitting, and once they have gotten any clearance from the grantor the project is ready to bid. Maria gets that advertisement out there for the city on the street. Laura loads the bid documents onto the city website in PDF form. And then she has a list of firms who've previously responded to bids, and she generally alerts them, via individual email that these are coming out.

Manager Mathes added that in regard to the method of delivering the bid, the city has looked into a number of companies that offer bid assistance, but the nature of the city projects are all regional. It doesn't make much sense for the city to spend money on a program to get people to bid outside of their region. And they know who is around their region, most people on the list are those people in their region. They just haven't found the benefit from that and some of them even advertise free and then six months later, it's no longer free. Not that they wouldn't consider going forward, he just hasn't found one that he felt comfortable with spending the money on because again, they have had some bids that haven't had responses, I've only had one. It's not that they have gotten great response, but he just never sees these programs really giving us that extra boost.

Laura stated that the city advertises a time and date, it's usually a Tuesday at 2pm. And at that time, they bring all the big packets, the sealed big packets, which have been received. And the opening of the bids is recorded for posterity and public record. And they then read off the names of the firms, and the amount that they are telling us they will do the construction for. And they tally up the different bids, and they look at who's lowest and then they check their qualifications, and make sure that they're properly insured and everything else and that they are not on a blacklist. And if their bid does conform to the design plan of the project, then it is brought to Council and ask their permission to award the contract. Manager Mathes added that there's two parts of a bid, there's the price and the time to complete. Although generally the prices are the governing factor, when you have grants with deadlines, time could be important as well. They might be willing to pay an extra to go with a contractor who's going to get it done

earlier. And every project is going to have change orders. He just wanted to make sure you're aware that it's price and time that the city has the bidders respond to.

Laura stated that most of the grantors require that they get at least three responses for comparison purposes. And usually if they receive less than three responses, they have to release a second bid announcement, there's not really more work for her, because she is just changing the date and reloading the same set of documents. Generally, they hold a pre-construction meeting, before any work starts on the project. And that's generally held in the Council Chambers and it's a conversation between the city and the contractor to make sure everyone's on the same page, and that their expectations dovetail. And then work on the project starts and during that time, there are project meetings, physical walkthroughs. Andy, Mark, and her were going to those on New York, biweekly and although the larger projects are overseen by project manager that they have hired, they generally attend those meetings and walkthroughs as well, because they need to know everything that's going on. And although they can come to the city and tell them the project is proceeding correctly, they want to be sure that they are out there at the site, ensuring that things are moving forward the way they're supposed to. And in addition to that, during the grant process, she is responsible for writing and filing the monthly and semiannual reports, routing of all the payroll items to either finance or other places, and communicating with the grantor who has given the city money and more than anything else, just ensuring that all the aspects of the agreement that they entered into are fulfilled because they have entered into a legal contract with the grantor. And part of her job is ensuring that they are doing everything that they are required to.

Mayor Tyson asked if Manager Mathes chairs the preconstruction meetings. Manager Mathes responded he does but he is trying to get the department directors to step up.

Laura stated that for the sidewalk projects, they brought in the outside construction engineering and inspection company. And they're brought in to manage things because they're things like reports taken to ensure that workers are being paid fairly. It's very, very time consuming. She is not sure that if she were trying to provide all that project oversight that first of all, if she would have that depth of knowledge at this point and secondly, the time. Manager Mathes added that hiring a construction engineering inspector has been very valuable for them, but it doesn't take away the city's obligation to still be in charge of the project because if things go sideways, the grantor doesn't care about who the city hired they only want to talk to the city. She stated that all grants have deadlines and it's not just end of grant deadlines, there are different tasks in projects that are due at different points in time.

Laura stated that finance does all the numbers and accounting. They handle all the payments and reimbursements and make sure that the numbers are in the correct columns and things add up. And generally, as finance as well aware, most grants are reimbursement, meaning that they pay for the work, and then they request to be repaid by the grantor. There is a fund of money, the grantor has put aside, but they don't hand the city the money first. And then at the end of it, when the project is complete, she closes out the grant. And she is responsible for the oversight of the grant closeout process, which might include getting environmental monitoring reports ordering specific signage, like you see down at South Lake, then when the grant is closed out, the electronic files are stored in an electronic closed grants area. She has the paper files stored and clearly labeled boxes. And the city keeps those for the period required by the grantor, which most cases is five years. Occasionally you'll find one that is six.

Since she started in March of last year, she got the list of grants. The grants awarded the police department roof, water plant hardening, the stormwater master plan, the resilient

Florida stormwater master plan, lift station number three, which she was very proud of which is for a million five because Kevin said he needed \$750,000 and she just didn't think that sounded like enough money and she doubled what Kevin asked for and they gave it to the city. Manager Mathes added that they are going to be able to do design hopefully within the grant, so they don't have to pay for that locally. And the city can also now afford hopefully a natural gas generator for that lift station so that now it will make natural gas available at the interchange where it's not currently available, which means private development can now take advantage the fact that they did that step down station, so it's kind of like killing two birds with one stone, he can do a little bit of economic development at the same time I take care of some sustainability issues with lift station number three

Laura stated it was interesting, the city got two from the same pot of funds, they got the lift station number three, and then another \$850,000 for the alleyways. But both those applications went into the same application cycle, which was interesting, because certain grants like the historical, you can only have one at a time. Manager Mathes stated that is now our second alleyway grant. The city now has \$1.85 million, to help fix our alleys. Laura stated the also go the State Street stormwater because of all the flooding that goes on over there and then lastly, the police cars. She is afraid they did not get the pave of the grade. If not, they will apply again the next cycle, although this was a special, but will try anyway, the application is still out for Andy's brush cutter. And then she asked for \$350,000 for trees for Broadway to be put in after the CDBG project is done. Because when they renovate that street, they are going to lose trees. And by asking for that amount of money, they can have mature trees brought in and planted, which is nice that way the Public Works Department won't be dealing with having to plant them.

Manager Mathes reinforced the timeframe in question asked earlier, about how long it takes to get from application to award they talked about that could potentially be a year and then you could potentially have another six months to a year in design. He asked Council to think about the application they are preparing three years ago, and what prices are going to be like two or three years down the road. In the past, they could throw a 10 or 20% contingency on there and no big deal. Nowadays, they are struggling to figure out what the price is going to be two or three years down the road. Hopefully it's kind of past them, but in the last couple years, it's kind of hard to figure that out.

Laura presented the Council with a list of all open grants being handled by her. She stated that they are absolutely as the grants department looking toward the future, they want to make things that will make this better and nicer place to live. And so currently, their short-term needs are handled by her with help from everyone else. They are in the process of getting a grant module. Manager Mathes stated its part of the purchase program they have but the are not able to access it yet. They will be able to tell Council more about that after the first of the year. And in terms of the long-term needs of the city, they may lose their ready status at some point because the city is growing and probably the city will have more money. If the city's capital program continues to grow and expand at some point, Capital Projects Director may need to be on.

Manager Mathes added that a Capital Project Director takes the pressure off of the department directors from having to do all this work. And it's not fair to ask Laura to do it because capital project director has to have a construction background, some engineering background and speak their language to be able to read plans, understand plan specifications. He does not see that as a short term, as it says here long-term means, it's hard to predict when that would be needed. But what often is done is that they put a Capital Project Director out there to keep those city investments moving through the pipeline and getting done.

Mayor Tyson asked if there are any plans to try to get a grant to light up that Plaza in front of city hall for nighttime activities. Manager Mathes responded that they want to have lights at each of the tree wells. But they're not so much for the plaza they are more for lighting the trees. As far as the actual building itself, they bought the portable lights through the Frogleg Festival as a way to deal with it in the interim. But if it is the desire to do some of the more permanent manner, he can look into that, he wants to make sure that what they do out there works for the Frogleg Festival too. Mayor Tyson stated that it is needed because they do have nighttime activities out there and they can't see anything. Laura added that she maybe able to tie it into a grant.

Council Member Renick stated that it looks like the city has a lot of projects going on, he asked if they know how they compare to other cities of the same size does it seem like the city is doing a lot more than most other cities. Laura responded that the City of Fellsmere is doing more. She has been communicating with other grant administrators and she would like to network with other Grant administrators in small cities. Manager Mathes added that they took a \$15 million grant program five years ago, and it's now \$45 million.

Laura stated that part of getting the money is telling a good story. And that does make a difference. And that's always been a talent of hers spinning a good story out of facts and they have got excellent facts going here for them. The story she is able to tell of the city and where they come from and their needs and how much will benefit from these grants. They are really able to show that they are go getters and they are going to do something with it.

4. ADJOURNMENT:

There being no further business Mayor Tyson adjourned the meeting at 6:55p.m.

*The Power Point presentation is attached hereto and made a part of the official meeting minutes.

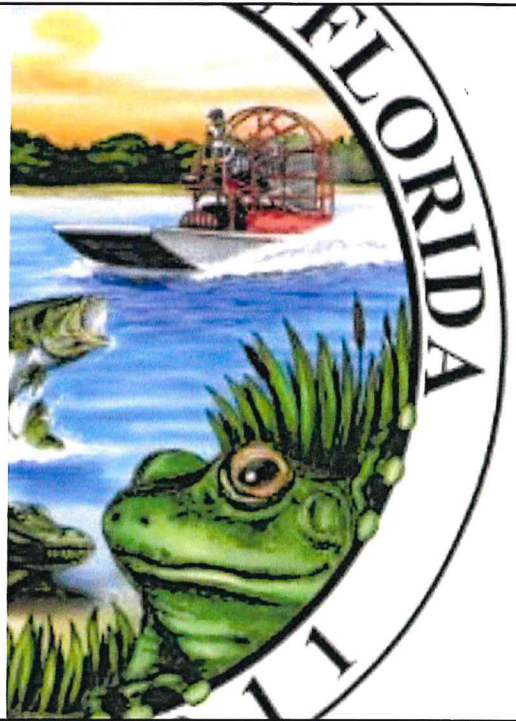
These minutes were approved by the City Council of the City of Fellsmere this ____ day of October 2023.

Maria F. Suarez-Sanchez, City Clerk

CO20230817MINUTESWS.DOC

City of Fellsmere Grant Process Overview

Laura Hammer, Grant
Administrator



1

Grant Sources

-
- Federal
 - State
 - Other Government Agency
 - Private
 - Nonprofit

The vast majority of grants are either
Federal or State grants



2



Grants Used Most Commonly by the City of Fellsmere

- CDBG (Community Development Block Grant) – historical used for road paving
- FL Department of Transportation Grants – historically used for sidewalk/trails
- FRDAP (Florida Recreation Development Assistance Program) – historically used for parks
- St. Johns River Management District Cost Share – stormwater only

3



Ways Grants Can Be Used

Public Safety Enhancements	Parks & Recreation	Water Quality
Wastewater/ Stormwater	Planning Support	Community-Building / Social Services
Sidewalks	Transportation	Maintenance
Strategic Planning & Studies	Hazard Mitigation	Sustainability Initiatives
Strategic Plan Goals	Tourism Development	Vehicles/ Equipment

Department of Environmental Protection
South Regional Lake Grant Project

4



Dept. of State Division of Historical Resources
Old School Window/Door Replacement Special Category Grant

Life Cycle of a Grant

- Capital, Planning or Vehicle/Equipment need identified by Department Director
- Grant Administrator identifies potential grant sources/programs

5

Planning

- City Manager decides which grant source/program to seek and whether outside grant writing support is required
- Grant Administrator prepares ARF seeking Council permission to Apply/Execute

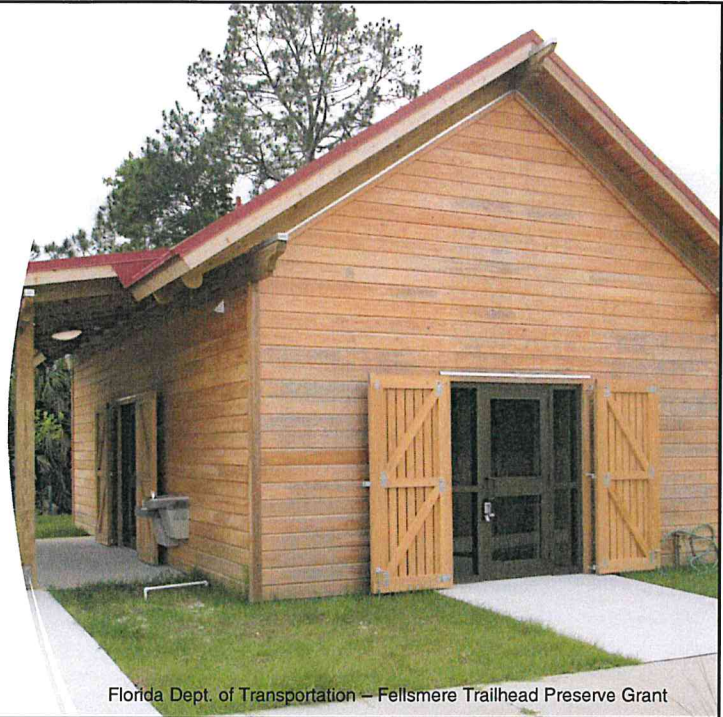
Department of Environmental Protection
South Regional Lake Grant Project



6

Application

- Department Director, Grant Administrator, and Grant Writer (if applicable) prepare grant application
- Design may be part of the grant, or completed locally, depending on the grant source



Florida Dept. of Transportation – Fellsmere Trailhead Preserve Grant

7

Design

- If completed locally, Design commences while application is submitted
- If Design is completed within grant, Florida Statutes require Request for Proposals to select design firm



Dept. of State Division of Historical Resources
Marian Fell Library Small Matching Grant

8

Grant Award

- Once awarded, design and permitting are completed
- Grant start and end date are provided in the award letter



Florida Dept. of Economic Opportunity (now FloridaCommerce)
Skatepark Grant

9

Bid Process

- Upon completion of design and permitting and after clearance from grantor (if required), project is ready for bid.
- Advertisement is issued
- Bid documents are loaded onto City website
- Emails are sent to all firms who have previously responded to bids



Florida Dept. of Environmental Protection Senior League Park Renovation Grant
Clay Resurfacing

10



Florida Department of Transportation
New York Avenue Sidewalk Grant

Bid Process (continued)

- Bids are opened at the advertised time and bid opening is recorded
- If lowest bidder is qualified and bid conforms with the design plan for the project, Council is asked for permission to award contract

11



Florida Department of Transportation
New York Avenue Sidewalk Grant

Construction

- A pre-construction meeting is held between Contractor and City to ensure all parties agree regarding the terms of the project
- Work on the project commences and continues until finished

12

Project Oversight

- Andy Shelton, Public Utilities Director, is responsible for direct physical oversight of many of the grant projects
- An outside CEI (Construction Engineering & Inspection) company is brought in to manage the large, complicated projects
- Change Orders are a normal course of a project – no one is perfect!

Florida Dept. of Environmental Protection Senior League Playground Renovation Grant



13

Grant Compliance

- All grants have deadlines
- Grant Administrator monitors deadlines and ensures project remains on track
- Grant administrator ensures grant compliance



Florida Dept. of Transportation – Fellsmere Trailhead Preserve Grant

14

Finance

- Finance Department handles all payments and reimbursements
- Most grants are “reimbursement” – City must pay for all work and request repayment by Grantor



North Regional Lake Grant Project

15

Grant Close Out

Once the project is complete, Grant Administrator closes out the grant

Often grants have a requirement for public education (as shown to right)



Department of Environmental Protection
South Regional Lake Grant Project

16

Grants Applied
for and
Received by
Laura Hammer,
Grant
Administrator
(without assistance
from outside grant
writers)

Grant Awarded	Amount Awarded
HLMP Police Department Roof	\$ 194,000
HLMP Water Plant Hardening	\$ 194,000
HMGP FDEM Stormwater Master Plan	\$ 75,000
Resilient Florida FDEP Stormwater Master Plan	\$ 100,000
Resilient Florida Lift Station #3	\$1,500,000
Resilient Florida Alleyway Grading	\$ 850,000
SJWMD/State St./Stormwater Reservoir	\$ 728,000
USDA Community Facilities – Police Vehicles	\$ 48,223
TOTAL	\$3,689,223

Grant Applied For	Potential Award
RIF Pave the Grade	\$1,360,000
USDA Community Facilities – Utility Brush Cutter	\$ 139,700
USDA Urban and Community Forest	\$ 350,000
TOTAL	\$1,849,700

TOTAL OF AWARDED AND APPLIED FOR:	\$5,538,923
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17

List of All Open Grants Being Handled by Grant Administrator

CDBG CR - N Broadway Median Swale	FDEP Microbasins	Historic - Old School Windows
CDBG DR- New York Ditch Pipes	FDEP Stormwater Greenway	RIF Paving Road 507 to Stick Marsh
CDBG DRI - 97th / Water Plant	FDEP-GSI - N. Broadway Median Swale	RTP 22/23 - Preserve
CDBG-CV - Broadband Middle Mile	FEMA Mitigation (road dirt)	SJRWMD - State Street Reservoir
CR512 Left Turn Lane	FRDAP FY22/23 - Senior League Playground	South Regional Lake - Phase II
Cultural Facilities - Recreated Train Village	Historic - Walking Tour	TAP NY Sidewalk
CW SRF - Sewer to Farm	HLMP Police Station Roof	TAP Rail Trail (Broadway to State Park)
DEO RIF Sewer to Farm	HLMP Water Plant Hardening	USDA Comm. Fac.- ILF Alpha Mower
FACT Resource Center	HPSC Comm. Center Windows/Doors	USDA Comm. Fac.- Veh & Equip. Police Cars
FDEM HMGP - Watershed Planning Initiative	RAISE CR512 North	USDA SRF - Sewer to Farm/N Myrtle
FDEP 259 S. Pine Stormwater Basin	Resilient Florida Lift Station No. 3	USDA Stormwater/Road Paving
FDEP Alleyway Grading	Resilient Florida Stormwater Master Plan	USDA Urban and Community Forestry

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Fellsmere Grants

- Looking Toward the Future

Short term needs – handled by
current Grant Administrator

Grant Module will be available
with new City Database that
may prove beneficial

Long term needs – if the capital
program continues to be large,
a Capital Projects Director may
need to be hired

19

Q & A
Laura Hammer
Grants Administrator
(772) 646-6324
Grantadmin@cityoffellsmere.org



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#8(a)



FELLSMERE POLICE DEPARTMENT

September 2023	Monthly Total	Annual Total	Monthly Average
911 Hangup/Open line	25	83	27.67
Alarm	4	12	4.00
Animal Incident	4	7	2.33
Area Check	589	1625	541.67
Assault	0	0	0.00
Assist	35	90	30.00
ATV/Dirt Bike	2	4	1.33
Burglary Auto	0	0	0.00
Burglary Residence	0	0	0.00
Burglary Business	0	0	0.00
CFS Fax	2	5	1.67
Civil	8	15	5.00
Crash Report	6	15	5.00
Criminal Mischief	1	1	0.33
DAV/Traffic Hazard	0	0	0.00
Death	0	0	0.00
Disturbance	10	26	8.67
Drug Incident	1	1	0.33
Follow Up	7	18	6.00
Found Property	1	1	0.33
Fraud	0	5	1.67
Larceny	0	0	0.00
Liquor Violation	0	0	0.00
Lost Property	3	3	1.00
Miscellaneous	68	197	65.67
Motor Vehicle Theft	0	1	0.33
Noise Disturbance	3	12	4.00
Parking Violation	0	1	0.33
Recovered Stolen Vehicle	0	0	0.00
Robbery	0	0	0.00
Runaway/Missing	2	3	1.00
Search	9	22	7.33
Shoplifting	0	0	0.00
Suspicious Incident	10	34	11.33
Suspicious Person	3	11	3.67
Traffic Incident	41	71	23.67
Transport	0	5	1.67
Trespass	4	10	3.33
TOT	6	12	4.00
Verbal Warning	35	113	37.67
Warrant Arrest	1	3	1.00
Training	4	6	2.00
Commendation/Awards	0	0	0.00

TRAINING:
 Records Management - 6hr
 Miriam Bedolla
 Pepper Ball - 16hr each
 Det. Taylor
 Ofc. Daniel
 CJ Standards & Training Comm-6hr
 Lt. Newsom

Respectfully Submitted,

Chief Keith Touchberry

Date: 10.3.23

MARK MATHES
CITY MANAGER

PUBLIC WORKS

CITY OF FELLOSMERE



PUBLIC WORKS DIVISION

SEPTEMBER 2023

MONTHLY REPORT

Andy Shelton
Director of Public Works

September 2023

City of Fellsmere
Public Works
Total monthly Hours

Employee	Administration	Training	Edging	Weedeating	Blower	Weeding	Sprinklers	Mowing	Ditchwork	Catchbasin	Alleyways	Bushhog	Backhoe	Grading	Roadwork	Potholes	Storm Debris	Trash P/U Roads	Trash P/U Parks	Park Maintenance	Assist PD	Assist WD	Street Cleaning	Equipment Maintenance	Cemetery	Shop/Parts/Supplies	Building Maintenance	Water System	Sewer System	Other	Paid time off	Total Hours
Tommy	5.5	0.0	0.0	53.5	0.5	0.0	0.0	26.5	0.0	0.0	0.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0	62.5	9.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	0.0	160.5
Ivan	3.5	0.0	0.0	0.0	0.0	0.0	0.0	3.0	6.0	0.0	0.0	0.0	15.0	2.5	4.5	29.5	0.0	0.0	0.0	11.0	0.0	5.5	0.0	16.0	0.0	12.0	22.0	0.0	0.0	5.0	19.0	154.5
Vinny	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	60.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	26.5	3.5	90.0	
Guillermo	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.0	0.0	60.0	0.0	0.0	9.0	0.0	0.0	0.0	0.0	64.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	4.0	0.0	0.0	16.0	160.0
Jesus	0.0	0.0	0.0	0.5	1.0	2.5	0.0	49.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	5.0	26.0	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	86.0
Lencho	1.0	0.0	1.0	0.0	2.5	0.5	0.0	9.5	5.0	4.5	0.0	5.5	0.0	0.0	14.0	5.0	0.0	3.0	14.0	44.0	0.0	2.0	0.0	0.0	0.0	0.0	10.5	0.0	0.0	4.0	35.0	161.0
Totals	14.0	0.0	1.0	54.0	4.0	3.0	0.0	88.0	11.0	7.5	0.0	65.5	15.0	62.5	28.5	34.5	0.0	8.0	102.5	130.0	0.0	7.5	0.0	16.0	0.0	12.0	32.5	4.0	0.0	37.5	73.5	812.0

Director of Public Works
Andy Shelton

September 2023

City of Fellsmere
Public Works
Total Monthly Hours

Assignment	Hours
Administration	14.0
Training	0.0
Edging	1.0
Weedeating	54.0
Blower	4.0
Weeding	3.0
Sprinklers	0.0
Mowing	88.0
Ditchwork	11.0
Catchbasins	7.5
Alleyways	0.0
Bushhog	65.5
Backhoe	15.0
Grading	62.5
Roadwork	28.5
Potholes	34.5
Storm Debris	0.0
Trash P/U Roads	8.0
Trash P/U Parks	102.5
Park Maintenance	130.0
Assist PD	0.0
Assist WD	7.5
Street Cleaning	0.0
Equipment Maintenance	16.0
Cemetery	0.0
Shop/Parts/Supplies	12.0
Building Maintenance	32.5
Water System	4.0
Sewer System	0.0
Other	37.5
Paid time off	73.5
Total Hours	812.0

Public Works Director
Andy Shelton

Water System Monitoring Report

TESTING

Testing conducted to date:

- September 25th Sampled for complete Drinking water scan, lead & copper, well chlorides and TTHM & HAA5.
- August 18th Ordered A rain gauge to monitor rain fall. It is directly related the precipitation re charging the City's production wells.
- August 15th Started the chlorine burn.
- June 26, 2023 Kenny, Jerry, Moises sampled all the production wells to do a feasibility study for the hydrogen peroxide. We were quite pleased with the results. The hydrogen peroxide should be quite effective for organic removal. There is also a hydrogen peroxide test to detect the levels in the water. Moises trained the Kenny and Jerry on that process.
- June 22, 2023 135 N Bay St had an issue with their hot water heater.
- May 23, 2023, Kenny went to JD Marquis to check out his water. His water was clear. The water was discolored due to the fire hydrant maintenance.
- May 22, 2023, customer called and was concerned about the city water leaving white spots on her plants and killing her plants. I mentioned that we disinfect the water with chlorine which may cause harm to plants. I advised her to leave a pitcher of water out for a few days to evaporate the chlorine.
- May 8, 2023, Indian River County Utilities started the annual fire hydrant maintenance. We have received many customer complaints about color and odor. We placed auto flushers at the various trouble areas to help clear the lines.
- April 25, 2023 - 6N Orange St. There was an email from a customer. He stated he had poor water quality. Kenny sampled water and it had no issues. Customer said it was good that day.
- April 4, 2023 continuous daily process control sampling
- April 2, 2023 TTHM and HAA5 samples were taken at the POE and Sr. League. These samples were taken for process control.
- March 28, 2023, Black water complaint at 65 S. Cypress St. No discoloration at the point of entry into the house or in the house. Requested they let us know when it happens again so we can trouble shoot the issue.

Water System Monitoring Report

- March 22, 2023, Foul smell at 58 S. Hickory in the hot water system. Water going into the house had no smell. Determined it was the hot water heater.
- February 21, 2023 Kevin and Kenny spot checked 63 S Bay St., 67 S Bay St and 101 S Bay St. Testing for color issues.
- January 2023 - Area Testing at this time (generally S. of CR512 between Bay & Cypress and currently using four (4) random sample locations.

All samples taken from outside of private residences.

- *Color* – Two level test. Initial level by Staff. Second level is a laboratory test used when initial level indicates discoloration or when different opinions exist on initial test results. Color is secondary treatment standard. Initial color testing will occur with each sample drawn for any purpose. Color tests will only be reported on laboratory tests.
- *Odor* – This is an in-house, manual test performed upon any sample used for any other purpose. Subjective results will be reported only if a problem is encountered.
- *Compliance Testing (At Plant and one Remote Site)*
 - *Bacteriological Samples (monthly)*
 - *Chlorine Samples (daily)*
 - *Ammonia Samples (daily)*
 - *TTHM/HAA5 (quarterly)*
 - *Primary Standards (three year cycle)*

Compliance Report provided to FDEP on a monthly basis of all test results conducted that month. Provided to Council and the Public annually.

- *Operational Testing (At Plant and one Remote Site)*
 - *fluoride*
 - *monochloramines*
 - *free ammonia*
 - *total chlorine*
 - *free chlorine*

Operational Report are internal tests to manage chemical levels in system. Test results are available upon request.

Water System Monitoring Report

Area Testing – Additional Compliance and Operational Testing for areas of concern. Continues until water concern is resolved. Test results are available upon request.

WATER TOWER

No adjustments to water tower at this time. In the future if we continue to have issues, the City will discontinue use of the water tower as another test for solution.

Flush Schedule: · No flushing leads to stale, smelly water.

· Fast flushing leads to concentration of bad water pockets to locations around water tower.

· Slow flushing will be underway to balance between above realities – expected by end of March.

Auto-flusher installed at water tower.

- Repairs and painting are complete.
- August 21st Repairs and painting of the water tower started.
- The water tower is scheduled to be painted this fall.

PIPING

Adjustments to pipe network to date.

- March 2023, placed auto flushers in strategic areas to draw water to maintain movement within the system.
- May 8, 2023, Indian River County Utilities started the annual fire hydrant maintenance. We have received many customer complaints about color and odor. We placed auto flushers at the various trouble areas to help clear the lines.

Auto Flushers – Devices attached to hydrants that allow water within piping system to move toward flusher. These are being used to draw out bad pockets of water and increase flow to minimize concentration of pockets. May result in temporary discoloration as bad pockets move through system.

Water System Monitoring Report

Valve Exercising – Ongoing program to find and exercise all water valves to ensure valves are not causing dead end pipe runs. May result in temporary discoloration as valve deposits are released into system.

Pipe Material – Pipe system is largely plastic with ductile iron for ditch crossings and at fire hydrants. Ductile iron may be a source of discoloration.

Utility Atlas Update – Update to inventory of pipes, valves, etc. to ensure all dead-ends and valves are located and addressed.

PLANT

Plant/Operational adjustments to date.

- September 12th Hydrogen peroxide system in place on majority of the wells just waiting for DEP approval to start the new process.
- September 20th Met with K-H to go over plans for future water plant and well.
- September 19th Met with GIS/mapping software vendor.
- September 9th Rate study was finished.
- August 23rd pictures of the hydrogen peroxide setup were sent to contract engineer to be included in the DEP permit modification.
- July 28th Carbon filters back online.
- July 27th Carbon arrived and was placed into the filters.
- July 24th the Carbon was scheduled to be replaced. There was an issue and the date was moved to July 27th.
- July 18th Hydrogen Peroxide meeting with Moises, Kenny and Jerry to go over what was needed for the implementation of the peroxide system.
- July 6th and 7th Carbon was removed from the filters.
- Kenny and Jerry by passed the charcoal filters in preparation for the charcoal replacement.
- June 22, 2023 Water Quality Workshop. Moises from FRWA attended to add some clarification for our customers about our water quality issues and future adjustments planned for the water plant.
- June 15, 2023 the 2022 Consumer Confidence Report was mailed in the water bill.

Water System Monitoring Report

- We are in the process of getting 3 quotes to replace the charcoal in the Granular Activated Charcoal filters. This is extremely necessary and important to eliminate the Total Organic Carbons (TOC). This must be done in conjunction with the addition of Hydrogen Peroxide to be able to stop using Chloramines (chlorine and ammonia) and use straight chlorine.
- May 31, 2023, meeting with City Utility Engineer to go over the plans for a new water system and well. Discuss evaluating the distribution system in regards to chlorine detention time, dead ends and possibly a chlorine re pump station.
- May 30, 2023, signed contract with Florida Rural Water Association to help with the process of adding Hydrogen Peroxide to our well water.
- May 30, 2023, contractor was chosen to change the activated carbon in our filters.
- May 30, 2023, spoke with Moises from FRWA to set up date and time to perform jar test on production wells to determine the correct dosage of hydrogen peroxide.
- May 26, 2023, spoke with engineer to add hydrogen peroxide system to each of our production wells. This should eliminate organic carbons that cause the cancer causing by products. He also will work with us with a permit modification to go from chloramines to straight chlorine. This will eliminate the discoloration and possible the smell from the hot water heaters.
- April 13, 2023, diluted the ammonia concentration to be able to control the ammonia concentration feed rate.
- March 2023, Chlorination of the entire system.

The primary cause of yellow water is the use of chloramines and ammonia as treatment agents. These chemicals form weak bonds in our water system and when broken, the free ammonia causes the water to turn yellow. There is no health risk. The problem is purely aesthetic.

The City uses these chemicals in lieu of stronger chemicals like chlorine due to the well water used as the City's water source. The City's wells are only 75' deep and the water at that depth contains a lot of organic matter. Using stronger chemicals with this type of water causes a byproduct which is cancer causing. This well

Water System Monitoring Report

Water issue combined with the rudimentary treatment method (charcoal filters) does not allow the city water to be treated to the same level as other systems. This said, the City water meets all standards for safe consumption.

Coordination

Florida Rural Water Association – Met with Moises from the FRWA. He suggested speaking with Sensible Municipal Water Systems. Met with March 29, 2023. Exploring other cheaper options.

Workshop – MDM to Set for Summer 2023

Long Term Actions

The City began the process of designing a modern water treatment plant last year. The City will be designing a Nanofiltration Plant that will allow the City to eliminate the use of chloramines and ammonia and provides a superior water quality. The design will take about six to 12 months. As the design nears completion, funding will be arranged through grant applications from State or Federal sources. The City of Fellsmere does not have the resources to cover this expense without assistance. Construction would then follow in two to three years.

Our Commitment

We continue to take all water related issues seriously. We investigate each complaint in a timely manner. We DO NOT leave any issue related to the water distribution system unresolved. We continue to address the particular issue until it is resolved.

#8(d)

Status as of October 3, 2023

GRANT	STATUS	AMOUNT	LOCAL MATCH	NOTES
CDBG CR - N Broadway Median Swale	Design	\$ 700,000	\$ -	Grant Awarded. M&M design underway.
CDBG DR- New York Ditch Pipes	Construction	\$ 825,000	\$ 150,000	Bid Open 10/3. Contract award 10/19.
CDBG DRI - 97th / Water Plant	Design	\$ 4,300,000	\$ 50,000	Haley Ward design underway.
CDBG-CV - Broadband Middle Mile	Design	\$ 2,755,000	\$ 150,000	New RFP slated for release in early Nov.
CR512 Left Turn Lane	Design			Financed with ARPA funds. Design adjustments/permitting underway
Cultural Facilities - Recreated Train Village	Application	\$ 300,000	\$ 300,000	2022/23 grant not awarded. Reapplied for 2023/24 grant period. ARPA as match.
CW SRF - Sewer to Farm	Application			Kimley Horn preparing application for early 2024 funding
DEO RIF Sewer to Farm	Awarded	\$ 750,000	\$ -	Awarded. See CW SRF for additional grant
FACT Resource Center	Application	\$ 4,000,000		\$250k ARPA grant provided to FACT for design and fundraising
FDEM HMGP - Watershed Planning Initiative	Design	\$ 75,000	\$ 25,000	Stormwater Master Plan Update underway. Coord. w/ Resilient grant below.
FDEP 259 S. Pine Stormwater Basin	Design	\$ 250,000	\$ -	4/1/24 construction target date
FDEP Alleyway Grading	Awarded	\$ 1,500,000	\$ -	7/1/24 construction target date - try to do design build
FDEP Microbasins	Awarded	\$ 1,000,000	\$ -	8/1/24 construction target date - try to do design build
FDEP Stormwater Greenway	Design	\$ 1,750,000	\$ -	6/1/24 construction target date - Design underway by ISS; obtain adjacent TIFF lands
FDEP-GSI - N. Broadway Median Swale	Design	\$ 500,000	\$ 100,000	Amendment to Tree wells/pervious pavers pending
FEMA Mitigation (road dirt)	Appeal	\$ 1,875,000	\$ 125,000	Appealing FEMA denial of award
FRDAP FY24/25 - Senior League Renovation	Application	\$ 200,000	\$ 200,000	Application filed on September 14, 2023
Historic - Old School Windows	Design	\$ 400,000	\$ 134,000	Pending State review of 50% plans. Final plans to state after current review addressed
HLMP Water Plant Hardening	Design	\$ 194,000		Design underway.
HPSC Comm. Center Windows/Doors	Awarded	\$ 144,107	\$ 48,036	Awarded. Grant to commence after Old School Windows.
RAISE CR512 North	Pre-Application			KHA proposal received. Balmarro pending. FJV will not proceed without final scope.
Resilient Florida Alleyways	Awarded	\$ 850,000		Agreement being prepared by FDEP
Resilient Florida Lift Station No. 3	Awarded	\$ 1,500,000	\$ -	Agreement being prepared by FDEP
Resilient Florida Stormwater Master Plan	Awarded	\$ 100,000	\$ -	Stormwater Master Plan Update underway. Coord. w/ FDEM HMGP above.
RTP 22/23 - Preserve	Design	\$ 400,000	\$ 100,000	Design underway by Carter.
SJRWMD - State Street Reservoir	Awarded	\$ 500,000	\$ 100,000	Design underway by MBV. Grant agreement is pending.
Small Match Nat. District Walking Tour	Awarded	\$ 50,000	\$ -	Awarded, have not received Agreement yet.
TAP Rail Trail (Broadway to State Park)	Awarded	\$ 1,216,958	\$ 434,977	Design underway. Construction targets 2/1/2025 date.
USDA Comm. Fac. - Yard/Barn/Vacuum	Pre-Application	\$ 250,000	\$ 250,000	Local Match via ARP. Apply early 2024.
USDA Comm. Fac.- ILF Alpha Mower	Pre-Application	\$ 139,700	\$ 114,300	Pre-application submitted in March 2023.
USDA SRF - Sewer to Farm/N Myrtle	On Hold	\$ 2,500,000	\$ 150,000	Local Match via Developers. Application preparation underway - On Hold
USDA Stormwater/Road Paving	Pre-Application	\$ 13,000,000	TBD	Awaiting FEMA road dirt authorization prior to finalizing application.
	TOTAL	\$ 42,024,765	\$ 2,431,313	

Status of Developments through September 11, 2022

DEVELOPMENT- thru 10/4/2023	STATUS	NOTES
30 S. Cypress	Application	ROW Abandonment
Chuckaree/Singh Mesa Park	Application	Application to separate Church from motocross.
City Hall	Application	Pending additional application materials. Carry forward requirements from prior approval.
Hickory/NY Pocket Park	Application	Minor Amendment for Band Shell and Parking improvements. Under development.
Willow Street Garden Site Plan Amendment	Application	Directed by Council and part of CDBG paving grant. Application under development.
Meadows Park	Application	Application under development.
10 N. Myrtle - Tiny House Builder	Application	Application under development.
	Application	Application under development- updating site plan to accommodate new construction area.
32 N Broadway - New Site Plan w/ Parking Lot	Application	Application under development.- finishing up new site plan- requested applicant all legal docs. HOLD- awaiting final docs
81 N. Broadway - Yolanda Fruit Stand	Application	Application under development to convert to permanent food truck/ Final Dev docs./ Warren- Need Unity of Title
North Regional Lake/Train Village	Application	Application under development.
Serendipity Investments - Overnight accommodations	Application	Application under development- working on Lot Split. Working on Zoning and Land Use Changes.
Brown Food Truck	Application	Application under development- new site plan to allow Food Truck w/ assoc. parking and canopy on N. Willow St. sent plan to owner for apvl
Taco Mobile	Application	Owner has changed Scope- applicant is to submit new elevations/ building plans- still waiting on elevations- prelim site plan has been reviewed.
CRS Updates 2023	Complete	Under State Review- completed and transmitted 4/21/23 comments due back 5/21/23.
CIP Updates 2023	Complete	Complete
TESLA SUPERCHARGERS 12950 CR512	Complete	Construction Permit issued- TESLA Stations are installed- other code issue remain on site
Tractor Supply	Complete	Completed- check landscaping in near future for code compliance
36 N Myrtle Bait Shop	Post Approval	Application under development to legalize change of use- HOLD/
	Post Approval	Application under development- /Preparing Final Docs, IRC impact fees, final inspections. Needs to enter into payment plan/ decide uses.
12 N. Elm - Retail Conversion	Post Approval	
6 S. Mulberry Street (Food Truck Lot)	Post Approval	Site under construction- IRC Impact Fees, UG Power Supply, remaining Stormwater Impact Fee- Soft Opening October 19.
125 N. Broadway - Delicias Magi, Inc.	Post Approval	Alley ROW Dedication still required- spoke w applicant on 3/17/23 to sign ROW dedication/ easement dwg.
Buffer Preserve RV Park (fka Aldea)	Post Approval	Working on restoration of site equipment (lift station) / site work and clubhouse under construction
Raceway	Post Approval	Future Code issue w/ existing Landscaping/ Assumption Agreement(s)
		Code Enforcement for failure to install required landscaping.
44 N. Pine - TCCH Clinic	Post Approval	Donation of alley ROW required at request of City.
Sonrise	Post Approval	Assumption Agreement ongoing/ certain landscaping areas complete.
Florida Gas Transmission	Post Approval	Code enforcement for dead landscaping.
Javier Lime Street Administrative Approval	Post Approval	
RoEd Access	Post Approval	
D & L Foti Administrative Site Plan	Post Approval	Donation of ROW required at request of City.
Antiqua Stone - Aluminum Products Extrusion	Post Approval	LA installation and drainage improvements now required due to activity.
FWMA Boat Ramp 1	Post Approval	
O'Reilly Auto Parts	Post Approval	Site Construction plan nearing approval.- awaiting docs from WD for access easement - Sidewalk Easement
6 S. Oak (Gas Station)	Post Approval	Code Enforcement. Missing landscaping.
6 N. Pine church	Post Approval	site modification implemented revised original approval related to stormwater- no connector to bldg.
Fellsmere Fish Camp	Pre-Application	Staff identified trees to be saved on site- ongoing mitigation efforts prior to formal submittal.
Willow/ CR-512 Catholic Charter School	Pre-Application	Possible new charter school on NE corner of Willow/CR-512
Fellsmere Feed and Supply	Pre-Application	Application under development to legalize expansion.
102 Terrace- NEW STORAGE FACILITY - Redtail	Pre-Application	Pre-Application set for Sept 13- annexation and development plan approval for new storage fac.
97th Street- NEW STORAGE FACILITY- Redtail	Pre-Application	Pre-Application set for Sept 13- development plan approval for new storage fac.
Fire Station #7	Public Hearing	Final Review- prepare final docs, Construction Drawings under review.
Operation Hope	Public Hearing	Finishing Final Docs To expnd allowable uses- new phased landscaping plan done/ Complete conditions of apvl.
Revelation Truth Church	Public Hearing	To legalize church use. Ready for public Hearings.
		Finishing Final Docs To expnd allowable uses- new phased landscaping plan done/ Complete conditions of apvl.
12645 CR-512 ALMANSA	Public Hearing	(November)
Site Plan Modification- CR-512 Laundromat	Request	Revision required to allow for outdoor stoage and sales.
Blue Helio Farms	Request	Request to allow expanded uses at the site/ requires site plan revision or/ seasonal event request.
		Final Comments went out 10/7 - approval- awaiting final docs from IRC- B Corrigan to release landscaping, minor comments to site plan.
Fellsmere Fire Station #7	Under Reivew	Resubmittal received 5-25-23- sent out to review engineer- preparing final doces for PZ/CC - WD needs updated forms/ info
CR-512 Storage and Maintenance Building	Under Reivew	Application under development- Sufficiency Review. New SF/MF residential development w/ Commercial.
Marian Estates	Under Review	New 320 unit multi-family apartment complex- market rate. Received application 8/30- suff letter sent/ awaiting resubmittal.
Legacy Landing- Wesley Mills and Assoc.	Under Review	East side of I-95. Revise Site Plan under review. Site Construction Plan approval pending IRC ROW Permit
Corrigan Mine	Under Review	Application to expand shrimp larval production.
Benchmark Genetics	Under Review	Major Amendment to legalize unpermitted berry buying use and site variations from prior approval
El Ranchito	Under Review	Revised site plan submitted due to site changes.- preliminary application for new additions.
Florida Shrimp Company	Under Review	Ag-Industry at FJV.
Parabel	Under Review	Resubmittal received 5-25-23 Preliminary Plat and Development Plan under review.
F392 Preserve 'THE PRESERVE AT FELLSMERE'	Under Review	Application under development - Annexation and Development Plan approval ongoing- 1st comments out
PODS Storage Facility	Under Review	1st Comments out- Development Plan for Phase 1 of 3- Retail building w/ assoc. outdoor parking. -Awaiting vacation of Easement for California Ave.
SLP Tractor Services	Under Review	

#8(F)

10/11/2023 2:42pm

CITY OF FELLSMERE

Page 1

Accounts Payable Check Register Report - MARINE BANK & TRUST-3030003226

For The Date Range From 9/1/2023 To 9/30/2023

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, Hand Written, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
303407	C	9/8/2023	3998	ACLARIAN LLC	\$6,380.00	O
303408	C	9/8/2023	2063	ADVANCE AUTO PARTS	\$11.60	O
303409	C	9/8/2023	3924	CivicPlus LLC	\$950.00	O
303410	C	9/8/2023	3985	COLLINS, LORENZO JR	\$200.00	O
303411	C	9/8/2023	2741	COMCAST ACCOUNT ENDING#0065061	\$378.20	O
303412	C	9/8/2023	3295	CORE & MAIN	\$475.00	O
303413	C	9/8/2023	4066	CORTES-GUZMAN, JESUS	\$109.98	O
303414	C	9/8/2023	424	DILL, EVANS & RHODEBACK	\$3,998.00	O
303415	C	9/8/2023	2968	EAST SIDE MOWERS, CORP.	\$440.00	O
303416	C	9/8/2023	3879	FINEST PRESSURE CLEANING LLC	\$1,087.35	O
303417	C	9/8/2023	4063	GAMEZ, MARITZA	\$200.00	O
303418	C	9/8/2023	422	GRAINGER, INC.	\$1,542.62	O
303419	C	9/8/2023	1360	MASTELLER & MOLER, INC	\$10,463.25	O
303420	C	9/8/2023	3403	MD NOW MEDICAL CENTERS	\$60.00	O
303421	C	9/8/2023	3997	SQUARE 9 SOFTWARE, INC.	\$1,012.20	O
303422	C	9/8/2023	4065	TODD, SHARON	\$261.29	O
303423	C	9/8/2023	3727	VERIZON WIRELESS#242236184-0001	\$154.55	O
303424	C	9/8/2023	2120	VERIZON WIRELESS	\$521.13	O
303425	C	9/8/2023	2793	VISA	\$235.44	O
303426	C	9/8/2023	3109	VISA	\$512.02	O
303427	C	9/8/2023	3137	VISA	\$22.00	O
303428	C	9/8/2023	3213	VISA	\$137.17	O
303429	C	9/8/2023	3535	VISA	\$897.11	O
303430	C	9/8/2023	3629	VISA	\$225.05	O
303431	C	9/8/2023	4001	VISA	\$18.00	O
303432	C	9/8/2023	4019	VISA	\$785.50	O
303433	C	9/8/2023	3943	WATER WERKS INC	\$1,235.78	O
303434	C	9/14/2023	4068	FELLSMERE ACTION COMMUNITY TEAM, INC	\$95,000.00	O
303435	C	9/14/2023	4069	FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION	\$500.00	O
303436	C	9/14/2023	392	HOME DEPOT CREDIT SERVICES	\$76.65	O
303437	C	9/15/2023	2063	ADVANCE AUTO PARTS	\$63.67	O
303438	C	9/15/2023	1757	AFLAC	\$1,076.91	O
303439	C	9/15/2023	2840	ARREOLA, IVAN	\$58.09	O
303440	C	9/15/2023	1715	AT&T MOBILITY	\$487.23	O
303441	C	9/15/2023	3533	BURGE, KEVIN	\$297.95	O

Accounts Payable Check Register Report - MARINE BANK & TRUST-3030003226

For The Date Range From 9/1/2023 To 9/30/2023

For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, Hand Written, eCheck

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
303442	C	9/15/2023	2406	CINTAS CORPORATION #283	\$151.20	O
303443	C	9/15/2023	85	CLERK OF THE CIRCUIT COURT	\$38.40	O
303444	C	9/15/2023	4034	COMCAST #6504	\$301.25	O
303445	C	9/15/2023	4049	COMCAST ENDING#3556	\$568.58	O
303446	C	9/15/2023	424	DILL, EVANS & RHODEBACK	\$38,463.90	O
303447	C	9/15/2023	169	FPL	\$3,816.23	O
303448	C	9/15/2023	1891	INDIAN RIVER COUNTY SHERIFF'S OFFICE	\$641.06	O
303449	C	9/15/2023	724	INDIAN RIVER COUNTY UTILITIES	\$13,795.84	O
303450	C	9/15/2023	3896	JUAN'S TIRE AND AUTO, INC.	\$73.49	O
303451	C	9/15/2023	3769	KYOCERA DOCUMENT SOLUTIONS AMERICA INC.	\$655.82	O
303452	C	9/15/2023	1360	MASTELLER & MOLER, INC	\$14,780.50	O
303453	C	9/15/2023	4064	NORTH AMERICAN RESCUE	\$977.80	O
303454	C	9/15/2023	290	NORTH SOUTH SUPPLY, INC.	\$26.50	O
303455	C	9/15/2023	3902	ODP BUSINESS SOLUTIONS, LLC	\$228.06	O
303456	C	9/15/2023	3651	ORCHID ISLAND PROPERTY MANAGEMENT II, INC.	\$2,500.00	O
303457	C	9/15/2023	1010	PITNEY BOWES GLOBAL FINANCIAL SERVICE LLC	\$1,500.00	O
303458	C	9/15/2023	3031	SAFEBUILT, LLC	\$31,652.25	O
303459	C	9/15/2023	3620	STAVOLA AGGREGATE SUPPLY, LLC	\$1,826.06	O
303460	C	9/15/2023	2443	TK ELEVATOR	\$707.37	O
303461	C	9/15/2023	3814	TOTAL GOLF CART LLC	\$265.99	O
303462	C	9/15/2023	398	TOTAL PRINT	\$135.00	O
303463	C	9/26/2023	4074	ACOSTA QUEZADA, MISS IRANIA	\$112.02	O
303464	C	9/26/2023	4070	Carter, Dale	\$200.00	O
303465	C	9/26/2023	2406	CINTAS CORPORATION #283	\$151.20	O
303466	C	9/26/2023	3246	CLOSE CONSTRUCTION, LLC	\$8,574.69	O
303467	C	9/26/2023	3426	COMCAST ACCT ENDING#0017674	\$10.00	O
303468	C	9/26/2023	3440	COMCAST BUSINESS ACCT ENDING#0071879	\$63.59	O
303469	C	9/26/2023	1774	CULPEPPER & TERPENING, INC	\$13,290.00	O
303470	C	9/26/2023	832	CUSTOM AIR SYSTEMS, INC.	\$5,086.25	O
303471	C	9/26/2023	4075	DANIEL, RICK	\$91.00	O
303472	C	9/26/2023	3470	ENVIRONMENTAL SERVICES UNLIMITED, INC.	\$585.00	O
303473	C	9/26/2023	4071	Espronceda DeLeon, Claudia	\$200.00	O
303474	C	9/26/2023	2946	FLORIDA CITY GAS	\$36.26	O
303475	C	9/26/2023	169	FPL	\$404.85	O
303476	C	9/26/2023	422	GRAINGER, INC.	\$291.40	O

Accounts Payable Check Register Report - MARINE BANK & TRUST-3030003226**For The Date Range From 9/1/2023 To 9/30/2023****For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, Hand Written, eCheck**

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
303477	C	9/26/2023	892	INDIAN RIVER COUNTY TAX COLLECTOR	\$173.75	O
303478	C	9/26/2023	3769	KYOCERA DOCUMENT SOLUTIONS AMERICA INC.	\$30.84	O
303479	C	9/26/2023	3902	ODP BUSINESS SOLUTIONS, LLC	\$387.39	O
303480	C	9/26/2023	4072	PANTOJA, MARIA JESUS	\$200.00	O
303481	C	9/26/2023	1010	PITNEY BOWES GLOBAL FINANCIAL SERVICE LLC	\$165.00	O
303482	C	9/26/2023	3000	PRINCIPAL LIFE INSURANCE COMPANY	\$1,219.41	O
303483	C	9/26/2023	1515	RENKER EICH PARKS ARCHITECTS	\$4,069.50	O
303484	C	9/26/2023	4073	RODRIGUEZ, YARLIN A.	\$123.69	O
303485	C	9/26/2023	3009	STANDARD INSURANCE CO	\$480.73	O
303486	C	9/26/2023	3666	SUAREZ-SANCHEZ, MARIA	\$173.12	O
303487	C	9/26/2023	3177	TAYLOR, KENTON	\$102.00	O
303488	C	9/26/2023	398	TOTAL PRINT	\$120.00	O
303489	C	9/26/2023	2742	TOUCHBERRY, KEITH	\$66.00	O
303490	C	9/26/2023	3154	UNIFIED TECHNOLOGY SOLUTIONS INC	\$3,682.40	O
303491	C	9/27/2023	3201	ALVARADO, CLAUDIA - PETTY CASH	\$7.19	O
303492	C	9/27/2023	4077	VEGA QUINTANILLA, YESICA	\$200.00	O
862	E	9/8/2023	3998	ACLARIAN LLC	\$12,738.63	O
863	E	9/8/2023	3617	AMAZON CAPITAL SERVICES, INC	\$9.99	O
864	E	9/8/2023	166	FLORIDA MUNICIPAL INSURANCE TRUST	\$73,903.50	O
865	E	9/8/2023	3107	MOREMAN, PUTNAM	\$242.35	O
866	E	9/8/2023	415	VERO CHEMICAL DIST., INC.	\$1,096.00	O
867	E	9/8/2023	3913	WEX BANK	\$5,452.90	O
868	E	9/15/2023	92	COMMUNICATIONS INT'L INC	\$402.64	O
869	E	9/15/2023	229	TYSON, JOEL	\$86.30	O
870	E	9/15/2023	2076	RELIABLE SEPTIC & SERVICES	\$150.00	O
871	E	9/15/2023	2791	PACE ANALYTICAL SERVICES, LLC	\$167.20	O
872	E	9/15/2023	2950	MILLS, SHORT & ASSOCIATES, LLC	\$3,875.00	O
873	E	9/15/2023	3563	WALSH ENVIRONMENTAL SERVICES, INC	\$2,225.00	O
874	E	9/15/2023	3617	AMAZON CAPITAL SERVICES, INC	\$195.13	O
875	E	9/15/2023	3656	CIGNA Healthcare	\$34,158.18	O
876	E	9/15/2023	4067	ACCUDOSE, LLC	\$1,257.98	O
877	E	9/26/2023	3617	AMAZON CAPITAL SERVICES, INC	\$319.53	O
878	E	9/26/2023	3967	BOROMEI CONSTRUCTION, INC	\$73,094.77	O
879	E	9/26/2023	92	COMMUNICATIONS INT'L INC	\$122.71	O
880	E	9/26/2023	166	FLORIDA MUNICIPAL INSURANCE TRUST	\$1,345.00	O

Accounts Payable Check Register Report - MARINE BANK & TRUST-3030003226**For The Date Range From 9/1/2023 To 9/30/2023****For All Vendors And For Outstanding, Cleared, Voided Checks - Computer Generated, Hand Written, eCheck**

Check # / eCheck ID	Type	Date	Vendor	Name	Amount	Status
881	E	9/26/2023	185	GLOVER OIL COMPANY INC	\$1,380.62	O
882	E	9/26/2023	2007	KIMLEY-HORN AND ASSOCIATES, INC.	\$12,529.00	O
883	E	9/26/2023	3556	MUTUAL OF OMAHA	\$246.03	O
884	E	9/26/2023	3272	SUPERIOR VISION INSURANCE INC	\$221.32	O
885	E	9/26/2023	229	TYSON, JOEL	\$163.21	O
886	E	9/26/2023	2857	ULINE	\$973.10	O
DILL, EVANS & RHODEBACK	E	9/8/2023	424	DILL, EVANS & RHODEBACK	\$23.50	O
861	E	9/1/2023	1496	SUNSHINE STATE ONE CALL OF FL. INC.	\$521.13	V
Cleared					\$0.00	
Outstanding					\$509,655.91	
Void					\$521.13	

CITY OF FELLSMERE

Accounts Receivable Sales History Report

For All Customers

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For Sales Date Range From 9/1/2023 to 9/30/2023 and Order By Customer ID

Customer ID	Customer Name	Contact	Document	Apply To ID	Type	Date	Total	Balance
1004LINC	ELIAS ALMANZA		FY-23 INV		Invoice	09/26/23	\$8,965.98	\$8,965.98
							Total	\$8,965.98
12201BRO	MIKE BROWN		LEGAL-9-2		Invoice	09/26/23	\$3,762.80	\$0.00
							Total	\$0.00
175SHICK	JORGE LUNA		35385	CODE#2123	Payment	09/19/23	(\$235.20)	
			39327	CODE#2123	Payment	09/15/23	(\$235.20)	
							Total	\$0.00
30SOLEAN	SLP TRACTOR SERVICES		BILLSLPT		Invoice	09/30/23	\$888.95	\$0.00
			LEGAL-9-3		Invoice	09/30/23	\$677.35	\$0.00
							Total	\$0.00
32NBROAD	Nunos Fruit Stand Inc.		9-28-23		Invoice	09/26/23	\$314.53	\$0.00
			39110	9-28-23	Payment	09/08/23	(\$314.53)	
			39110	Unapplied	Payment	09/08/23	(\$1,285.47)	
							Total	(\$1,285.47)
6SMULBER	MALDONADO, ARMANDO& DELGADO, CHRISTABEL		CM WAIVE 33476		Credit Memo	09/30/23	(\$1.26)	
CORRFIRE	CORRIGAN RANCH FIRE STATION		LEGAL-FI		Invoice	09/30/23	\$606.05	\$0.00
ESPINOZA	JORGE ESPINOZA		AR-000029		Invoice	09/30/23	\$525.78	\$525.78
							Total	\$525.78
FELLSPRE	FELLSMERE PRESERVE LLC		9-26-23		Invoice	09/26/23	\$14,306.00	\$0.00
							Total	\$0.00
KINDERGA	THE LEARNING ALLIANCE	Tricia Boyle	LEASE-9-3		Invoice	09/26/23	\$895.56	\$895.56

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CITY OF FELLSMERE
Accounts Receivable Sales History Report
For All Customers

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For Sales Date Range From 9/1/2023 to 9/30/2023 and Order By Customer ID

Customer ID	Customer Name	Contact	Document	Apply To ID	Type	Date	Total	Balance
							Total	\$895.56
LITERACY	LITERACY SERVICES OF IRC		AR-000029		Invoice	09/26/23	\$600.00	\$600.00
							Total	\$600.00
OPER-RET	OPERATION HOPE - RETAINER		LEGAL-9-2		Invoice	09/30/23	\$108.10	\$108.10
							Total	\$108.10
PH1-MAR	MARIAN ESTATES - PHASE 1		legal-9-8-2		Invoice	09/13/23	\$4,634.50	\$0.00
							Total	\$0.00
PODS-512	FELLSMERE CR512 DISTR.LLC	STEVI OGNIBEN	SEP-23		Invoice	09/26/23	\$2,852.00	\$0.00
							Total	\$0.00
SANJUAN	SAN JUANITA ALMANZA RETAINER		(CDD)-092		Invoice	09/26/23	\$5,120.95	\$2,353.15
							Total	\$2,353.15
SLPTRACT	SLP TRACTOR SERVICES		CM ZERO	(CDD)-00003	Credit Memo	09/30/23	(\$888.95)	
			BILLTO30		Sales Memo	09/30/23	\$888.95	\$0.00
			CM ZERO	BILLTO30SO	Credit Memo	09/30/23	(\$888.95)	
SREIT-PD	SREIT SONRISE VILLAS, LLC		AUGUST-2		Invoice	09/28/23	\$4,428.00	\$4,428.00
			39001	JULY-2023	Payment	09/18/23	(\$5,412.00)	
							Total	\$4,428.00
STEWCORR	STEWART MATERIALS & CORRIGAN RANCH		LEGAL-CO		Invoice	09/30/23	\$4,410.83	\$0.00
							Total	\$0.00
SYAQUA	SYAQUA AMERICAS, INC		WasteWat		Invoice	09/26/23	\$150.00	\$150.00

CITY OF FELLSMERE

Accounts Receivable Sales History Report

For All Customers

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For Sales Date Range From 9/1/2023 to 9/30/2023 and Order By Customer ID

Customer ID	Customer Name	Contact	Document	Apply To ID	Type	Date	Total	Balance
							Total	\$150.00
UCGIA	UCGIA		LEGAL-11		Invoice	09/30/23	\$669.30	\$669.30
							Total	\$669.30
VITAROSA	ROSA VITA		LEGAL-VIT		Invoice	09/30/23	\$270.25	\$270.25
							Total	\$270.25
							Report Total	\$17,680.65

CITY OF FELLSMERE
Statement of Revenue and Expenditures 9/22/2023 2:16pm
Revised Budget
For 001 - GENERAL FUND (001)
For the Fiscal Period 2023-10 Ending July 31, 2023

Page 1

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
001-00-00-311000	AD VALOREM TAXES	618,093.00	\$ 643,937.14	\$ 680,888.00	\$ 685,967.07	(0.75%)
001-00-00-311100	AD VALOREM/DELINQUENT	3,000.00	1,129.36	3,000.00	1,774.00	40.87%
001-00-00-313100	FRANCHISE FEES ELECTRIC	0.00	0.00	0.00	520.38	0.00%
001-00-00-313700	FRANCHISE FEES SOLID			0.00	1,202.75	0.00%
001-00-00-314100	UTILITY TAXES - ELECTRICITY	340,000.00	265,354.55	350,523.00	296,350.09	15.45%
001-00-00-314300	UTILITY TAXES - WATER	94,964.00	77,146.85	102,600.00	98,646.11	3.85%
001-00-00-314400	UTILITY TAXES - GAS	8,000.00	5,497.76	6,864.00	2,580.45	62.41%
001-00-00-314800	UTILITY TAXES - PROPANE	14,000.00	16,827.87	26,715.00	18,377.87	31.21%
001-00-00-315000	COMMUNICATIONS SERVICES	0.00	(16,646.01)	0.00	0.00	0.00%
001-00-00-315100	COMMUNICATIONS SERVICES	77,597.00	97,189.39	151,969.00	80,909.87	46.76%
001-00-00-323100	FRANCHISE FEE ELECTRIC	250,000.00	225,122.33	277,489.00	252,843.69	8.88%
001-00-00-323300	FRANCHISE FEES WATER	56,978.00	47,692.64	61,560.00	66,402.48	(7.87%)
001-00-00-323400	FRANCHISE FEES GAS	10,000.00	7,156.74	6,864.00	3,527.66	48.61%
001-00-00-323600	FRANCHISE FEES SEWER	23,897.00	19,354.79	24,407.00	20,525.84	15.90%
001-00-00-323700	FRANCHISE FEES SOLID	16,750.00	11,274.54	16,750.00	11,211.15	33.07%
001-00-00-331200	- PUBLIC SAFETY FEDERAL	20,000.00	0.00	20,000.00	0.00	100.00%
001-00-00-331210	- LOCAL LAW=BLOCK GRANT	12,000.00	0.00	12,000.00	0.00	100.00%
001-00-00-331220	FED GRANT - VESTS	0.00	7,810.42	12,000.00	0.00	100.00%
001-00-00-335122	- 8TH CENT MOTOR FUEL	62,000.00	52,970.26	60,302.00	34,351.26	43.03%
001-00-00-335140	MOBILE HOME LICENSES	0.00	0.00	0.00	218.00	0.00%
001-00-00-335180	HALF CENT SALES TAX	463,127.00	367,976.03	410,540.00	390,172.31	4.96%
001-00-00-335190	ST REVENUE SHARING	376,619.00	198,174.54	239,648.00	140,567.28	41.34%
001-00-00-335450	STATE REVENUE SHARING-	2,500.00	1,584.56	0.00	0.00	0.00%
001-00-00-341900	OTHER GEN GOVT	2,400.00	0.00	2,200.00	0.00	100.00%
001-00-00-343800	CEMETERY FEES	7,500.00	1,300.00	7,500.00	10,600.00	(41.33%)
001-00-00-351100	- FINES & FORFETS	3,000.00	3,535.25	3,500.00	4,168.81	(19.11%)
001-00-00-351200	POLICE EDUCATION	600.00	183.99	600.00	855.60	(42.60%)
001-00-00-354100	- VIOLATION OF LOCAL ORD.	0.00	0.00	0.00	25.00	0.00%
001-00-00-361000	- INTEREST EARNINGS	1,000.00	323.55	1,000.00	23,608.44	(2260.84%)
001-00-00-361200	- INTEREST ON DELINQUENT	100.00	518.71	350.00	1,848.57	(428.16%)
001-00-00-361500	INTEREST INCOME - Money	1,200.00	75.51	1,200.00	1,473.08	(22.76%)
001-00-00-362000	- RENTS AND ROYALTIES	44,000.00	36,463.81	48,000.00	38,542.79	19.70%
001-00-00-364000	- DISPOSITION OF FIXED	250.00	2,052.00	4,000.00	5,295.00	(32.38%)
001-00-00-365000	- SALE OF SURPLUS MAT &	250.00	131.20	300.00	0.00	100.00%
001-00-00-366200	- CONTRIBUTIONS/DON/PD	0.00	439.60	0.00	0.00	0.00%
001-00-00-366600	CONTRIB/DONAT/RECREATION	0.00	0.00	0.00	60,000.00	0.00%
001-00-00-369000	- OTHER MISCELLANEOUS	20,111.00	15,570.28	20,000.00	39,298.35	(96.49%)
001-00-00-369100	- FUEL TAX REFUND	3,250.00	970.48	300.00	0.00	100.00%
001-00-00-369101	- MISCELLANEOUS POLICE	60,000.00	51,744.74	60,000.00	44,200.05	26.33%
001-00-00-369200	- COPIES, RECORDS,	1,200.00	186.60	1,200.00	505.92	57.84%
001-00-00-369300	OTHER MISC REVENUE/REC	100.00	0.00	0.00	0.00	0.00%
001-00-00-369305	COVID19 LOST REVENUE	100,717.00	0.00	0.00	0.00	0.00%
001-00-00-369310	ARPA GEN FUND BUDGET	428,500.00	0.00	0.00	0.00	0.00%
001-00-00-369999	MISC REV/CASH	0.00	0.00	0.00	0.75	0.00%
001-00-00-382105	TRANSFER FROM	75,790.00	63,160.00	71,391.00	59,490.00	16.67%
001-00-00-382401	TRANSFER FROM WATER	173,555.00	144,630.00	161,339.00	134,465.00	16.66%
001-00-00-382403	G&A TRANSFER/COMM DEV	40,000.00	33,330.00	40,000.00	33,330.00	16.68%
001-00-00-382404	G&A TSF/STORMWATER	41,946.00	34,950.00	29,728.00	24,770.00	16.68%
001-00-00-389900	- OTHER NONOPERATING	207,077.00	0.00	300,000.00	0.00	100.00%
Total GENERAL FUND Revenues		3,759,071.00	2,460,481.68	3,313,727.00	2,656,759.34	19.83%
Beautification=Fellsmere Day Committee						
001-00-02-347402	- SP EVT/BEAUTIFICATION	0.00	105.00	0.00	0.00	0.00%
001-00-02-362000	- RENTS AND ROYALTIES	0.00	140.00	0.00	0.00	0.00%
001-00-02-366100	- CONTRIBUTIONS AND	0.00	200.00	0.00	500.00	0.00%
001-00-02-369100	- MISCELLANEOUS	0.00	165.00	0.00	0.00	0.00%
Total Beautification=Fellsmere Day Committee		0.00	610.00	0.00	500.00	0.00%

FELLSMERE RECREATION TEAMS Revenues

001-00-20-347900	OTHER CULTURE/RECREATION	0.00	2,760.00	0.00	3,200.00	0.00%
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Account Number	Previous YTD Budget	Annual Actual	YTD Budget	Remaining Actual	Budget %
Total FELLSMERE RECREATION TEAMS Revenues	0.00	2,760.00	0.00	3,200.00	0.00%
Total OTHER Revenues	3,759,071.00	2,463,851.68	3,313,727.00	2,660,459.34	19.71%
Total 001 - GENERAL FUND Revenues	3,759,071.00 \$	2,463,851.68 \$	3,313,727.00 \$	2,660,459.34 \$	19.71%

Expenditures
LEGISLATIVE Expenditures
GENERAL FUND Expenditures

001-11-00-511110	- EXECUTIVE SALARIES	25,200.00 \$	21,000.00 \$	25,200.00 \$	21,000.00 \$	16.67%
001-11-00-511210	- FICA/SOCIAL SECURITY	1,561.00	1,097.90	1,562.00	1,045.90	33.04%
001-11-00-511212	- FICA/MEDICARE	365.00	256.60	365.00	244.50	33.01%
001-11-00-511220	- ICMA/RETIREMENT	3,276.00	2,730.00	3,276.00	2,730.00	16.67%
001-11-00-511230	- HEALTH INS	43,698.00	37,282.20	43,698.00	19,968.80	54.30%
001-11-00-511235	- LIFE INSURANCE	103.00	80.70	103.00	80.70	21.65%
001-11-00-511236	- DENTAL INSURANCE	988.00	807.20	988.00	807.20	18.30%
001-11-00-511237	- VISION INSURANCE	233.00	190.50	233.00	190.50	18.24%
001-11-00-511238	HEALTH REIMBURSEMENT	21,000.00	10,328.12	21,000.00	8,510.56	59.47%
001-11-00-511240	WORKERS COMPENSATION	80.00	439.13	69.00	427.29	(519.26%)
001-11-00-511310	PROFESSIONAL SERVICES	500.00	0.00	500.00	0.00	100.00%
001-11-00-511400	- TRAVEL AND PER DIEM	1,500.00	1,636.07	1,500.00	1,889.40	(25.96%)
001-11-00-511462	R & M EQUIPMENT	0.00	267.50	0.00	0.00	0.00%
001-11-00-511480	- PROMOTIONAL ACTIVITIES	250.00	0.00	250.00	0.00	100.00%
001-11-00-511490	- OTHER CURRENT CHGS/MISC	100.00	237.24	100.00	39.06	60.94%
001-11-00-511510	OFFICE SUPPLIES	100.00	0.00	100.00	0.00	100.00%
001-11-00-511520	- OPERATING SUPPLIES	500.00	0.00	500.00	428.35	14.33%
001-11-00-511540	- BOOKS,PUB, SUBS &	500.00	1,165.00	500.00	928.00	(85.60%)
001-11-00-511541	- TRAINING & EDUCATION	500.00	0.00	500.00	0.00	100.00%
Total GENERAL FUND Expenditures	100,454.00	77,518.16	100,444.00	58,290.26	41.97%	
Total LEGISLATIVE Expenditures	100,454.00	77,518.16	100,444.00	58,290.26	41.97%	

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %	
EXECUTIVE Expenditures						
GENERAL FUND Expenditures						
001-12-00-512110	EXECUTIVE SALARIES	115,358.00	93,481.12	118,818.00	97,192.83	18.20%
001-12-00-512210	FICA/SOCIAL SECURITY	7,152.00	5,608.20	7,367.00	5,872.81	20.28%
001-12-00-512212	FICA/MEDICARE	1,673.00	1,311.57	1,723.00	1,373.57	20.28%
001-12-00-512221	ICMA 401A	14,996.00	12,143.35	15,446.00	12,635.05	18.20%
001-12-00-512230	HEALTH INSURANCE	15,219.00	10,858.53	15,219.00	12,472.99	18.04%
001-12-00-512235	LIFE INSURANCE	436.00	341.15	436.00	337.68	22.55%
001-12-00-512236	DENTAL INSURANCE	247.00	196.17	247.00	194.18	21.38%
001-12-00-512237	VISION INSURANCE	47.00	37.09	47.00	36.71	21.89%
001-12-00-512238	HEALTH REIMBURSEMENT	6,000.00	5,321.08	6,000.00	5,900.30	1.66%
001-12-00-512240	WORKERS COMPENSATION	428.00	2,070.51	416.00	0.00	100.00%
001-12-00-512310	PROFESSIONAL SERVICES	400.00	0.00	400.00	0.00	100.00%
001-12-00-512400	TRAVEL AND PER DIEM	1,000.00	448.98	1,000.00	291.50	70.85%
001-12-00-512411	TELEPHONE	1,008.00	789.39	1,008.00	0.00	100.00%
001-12-00-512440	EQUIPMENT RENTAL	0.00	0.00	0.00	2,014.69	0.00%
001-12-00-512450	INSURANCE GENERAL	11,732.00	11,183.00	10,998.00	10,323.00	6.14%
001-12-00-512462	R & M EQUIPMENT	0.00	0.00	0.00	4.49	0.00%
001-12-00-512463	R&M VEHICLE	500.00	287.62	500.00	553.65	(10.73%)
001-12-00-512490	OTHER CURRENT CHGS/MISC	0.00	7.98	0.00	8.37	0.00%
001-12-00-512520	OPERATING SUPPLIES	0.00	20.32	0.00	239.92	0.00%
001-12-00-512522	CLOTHING/UNIFORMS	100.00	43.00	100.00	56.00	44.00%
001-12-00-512525	GASOLINE, EXECUTIVE	2,200.00	1,928.56	2,200.00	1,584.16	27.99%
001-12-00-512540	BOOKS, PUB, SUBS &	1,800.00	2,623.88	1,800.00	1,166.25	35.21%
001-12-00-512541	TRAINING & EDUCATION	1,500.00	0.00	1,500.00	1,693.75	(12.92%)
001-12-00-512640	CAPITAL	0.00	0.00	0.00	23,981.35	0.00%
Total GENERAL FUND Expenditures	181,796.00	148,701.50	185,225.00	177,933.25	3.94%	

Total EXECUTIVE Expenditures	181,796.00	148,701.50	185,225.00	177,933.25	3.94%
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FINANCIAL AND ADMINISTRATIVE Expenditures

GENERAL FUND Expenditures

001-13-00-513120 - REGULAR SALARIES AND	184,018.00	149,305.61	198,020.00	159,527.34	19.44%
001-13-00-513140 - OVERTIME	1,407.00	0.00	1,450.00	0.00	100.00%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
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001-13-00-513210 - FICA/SS	11,496.00	9,429.27	12,367.00	10,107.32	18.27%
001-13-00-513212 - FICA/MEDICARE	2,689.00	2,205.37	2,892.00	2,363.85	18.26%
001-13-00-513220 - ICMA/RETIREMENT	11,776.00	9,544.31	13,232.00	10,614.41	19.78%
001-13-00-513221 ICMA 401A	12,147.00	9,835.70	12,511.00	10,036.25	19.78%
001-13-00-513230 - HEALTH INSURANCE	27,678.00	19,748.14	27,678.00	22,684.65	18.04%
001-13-00-513235 - LIFE INSURANCE	708.00	552.70	708.00	547.08	22.73%
001-13-00-513236 - DENTAL INSURANCE	741.00	588.52	741.00	582.54	21.38%
001-13-00-513237 - VISION INSURANCE	140.00	111.26	140.00	110.13	21.34%
001-13-00-513238 HEALTH REIMBURSEMENT	15,000.00	6,788.35	15,000.00	6,811.79	54.59%
001-13-00-513240 WORKERS COMPENSATION	415.00	3,475.94	431.00	3,382.23	(684.74%)
001-13-00-513310 PROFESSIONAL SERVICES	500.00	0.00	500.00	0.00	100.00%
001-13-00-513316 - OTHER PROFESSIONAL	0.00	557.97	0.00	0.00	0.00%
001-13-00-513320 - AUDITING	35,388.00	35,211.90	35,388.00	39,092.08	(10.47%)
001-13-00-513340 - CONTRACTUAL SERVICES	500.00	0.00	500.00	0.00	100.00%
001-13-00-513410 - POSTAGE	1,450.00	320.99	1,450.00	3,717.88	(156.41%)
001-13-00-513440 - EQUIPMENT LEASE	2,950.00	2,508.24	1,430.00	2,156.09	(50.78%)
001-13-00-513450 INSURANCE GENERAL	15,360.00	13,442.00	15,122.00	13,442.00	11.11%
001-13-00-513462 - R & M EQUIPMENT	1,850.00	1,208.44	1,850.00	539.12	70.86%
001-13-00-513481 - LEGAL ADS	500.00	0.00	500.00	0.00	100.00%
001-13-00-513490 - OTHER CUR CHGS/MISC	500.00	849.72	500.00	2,520.67	(404.13%)
001-13-00-513491 - BANK SERVICE CHARGES	300.00	117.00	300.00	0.00	100.00%
001-13-00-513510 - OFFICE SUPPLIES	250.00	0.00	250.00	0.00	100.00%
001-13-00-513520 - OPERATING SUPPLIES	2,000.00	3,405.88	2,000.00	1,795.45	10.23%
001-13-00-513522 CLOTHING/UNIFORMS	200.00	158.93	200.00	67.00	66.50%
001-13-00-513540 - BOOKS, PUB, SUBS &	300.00	438.00	300.00	1,733.54	(477.85%)
001-13-00-513541 - TRAINING & EDUCATION	1,500.00	715.00	1,500.00	1,076.00	28.27%
001-13-00-513542 - EDUCATION=SEMINARS	0.00	0.00	0.00	30.00	0.00%
001-13-00-513640 CAPITAL OUTLAY/ EQUIPMENT	9,500.00	0.00	0.00	0.00	0.00%
Total GENERAL FUND Expenditures	344,763.00	274,969.85	350,460.00	298,908.82	14.71%

Total FINANCIAL AND ADMINISTRATIVE	344,763.00	274,969.85	350,460.00	298,908.82	14.71%
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LEGAL COUNSEL Expenditures

GENERAL FUND Expenditures

001-14-00-514311 - PROFESSIONAL SER/LEGAL	50,000.00	40,232.24	60,000.00	65,536.75	(9.23%)
001-14-00-514312 CEMETERY LEGAL FEES FOR	0.00	1,166.00	0.00	2,445.50	0.00%
Total GENERAL FUND Expenditures	50,000.00	41,398.24	60,000.00	67,982.25	(13.30%)

Total LEGAL COUNSEL Expenditures	50,000.00	41,398.24	60,000.00	67,982.25	(13.30%)
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NON-DEPARTMENTAL Expenditures

GENERAL FUND Expenditures

001-19-00-519130 OTHER SALARIES & WAGES	26,785.00	22,267.74	27,589.00	21,589.40	21.75%
001-19-00-519210 FICA/SS	1,661.00	1,294.61	1,711.00	1,338.60	21.77%
001-19-00-519212 FICA/MEDICARE	388.00	302.82	400.00	313.04	21.74%
001-19-00-519240 - WORKERS COMPENSATION	22.00	7,259.54	22.00	12,143.35	(55097.05%)
001-19-00-519310 PROFESSIONAL SERVICES	40,000.00	27,085.45	40,000.00	26,525.20	33.69%
001-19-00-519340 - CONTRACTUAL SERVICES	0.00	260.00	0.00	3,876.41	0.00%
001-19-00-519370 - CONTINGENCY	300,000.00	0.00	300,000.00	0.00	100.00%
001-19-00-519400 TRAVEL & PER DIEM	0.00	145.67	0.00	0.00	0.00%
001-19-00-519411 - TELEPHONE	10,000.00	8,614.66	10,500.00	13,759.20	(31.04%)
001-19-00-519431 - ELECTRIC	21,508.00	21,095.25	24,000.00	18,821.14	21.58%
001-19-00-519433 - UTILITY SERVICE/WATER	1,350.00	1,054.50	1,400.00	1,104.97	21.07%
001-19-00-519434 WASTEWATER CHARGE	3,963.00	3,083.80	4,000.00	3,398.45	15.04%
001-19-00-519435 STORMWATER FEE	616.00	463.50	600.00	538.65	10.23%
001-19-00-519436 NATURAL GAS	464.00	425.80	650.00	454.79	30.03%
001-19-00-519437 DARK FIBER	8,588.00	6,461.55	0.00	0.00	0.00%

001-19-00-519450	- INSURANCE GENERAL	2,236.00	15,450.75	2,107.00	89,405.93	(4143.28%)
001-19-00-519460	- R & M SERVICE	0.00	0.00	0.00	6,181.28	0.00%
001-19-00-519461	- R & M BUILDING	787.00	597.00	0.00	643.00	0.00%
001-19-00-519462	- R & M EQUIPMENT	23,819.00	10,207.32	24,000.00	10,857.56	54.76%
001-19-00-519464	- R & M OTHER REPAIRS	0.00	1,067.20	0.00	0.00	0.00%
001-19-00-519490	- OTHER CURRENT CHGS/MISC	0.00	5,942.33	0.00	138.05	0.00%
001-19-00-519520	- OPERATING SUPPLIES	400.00	25.17	400.00	228.98	42.76%
001-19-00-519521	FOOD/WATER/COFFEE/ICE	100.00	0.00	100.00	727.00	(627.00%)
001-19-00-519540	- BOOKS, PUB, SUBS &	10,000.00	694.60	2,000.00	0.00	100.00%
001-19-00-519911	- OP TRF /CRA	27,500.00	31,048.62	35,000.00	48,981.20	(39.95%)
001-19-00-519912	- TRANSFER TO CDD	42,000.00	35,000.00	42,000.00	35,000.00	16.67%
Total GENERAL FUND Expenditures		522,687.00	199,847.88	516,979.00	296,341.20	42.68%

Previous YTD Account Number	Previous YTD Budget	Annual Actual	YTD Budget	Remaining Actual	Budget %
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CITY CLERK Expenditures

001-19-01-519120	REGULAR SALARIES &	71,950.00	53,151.37	82,000.00	65,780.51	19.78%
001-19-01-519210	FICA/SS	4,461.00	3,202.28	5,084.00	3,769.60	25.85%
001-19-01-519212	FICA/MEDICARE	1,043.00	748.96	1,189.00	881.57	25.86%
001-19-01-519220	ICMA/RETIREMENT	9,354.00	2,968.65	0.00	(58.57)	0.00%
001-19-01-519221	ICMA 401A	0.00	3,936.00	10,660.00	8,610.00	19.23%
001-19-01-519230	HEALTH INSURANCE	15,219.00	10,858.53	15,219.00	12,472.99	18.04%
001-19-01-519235	LIFE INSURANCE	246.00	187.32	246.00	185.42	24.63%
001-19-01-519236	DENTAL INSURANCE	246.00	196.17	247.00	194.18	21.38%
001-19-01-519237	VISION INSURANCE	47.00	37.09	47.00	36.71	21.89%
001-19-01-519238	HEALTH REIMBURSEMENT	6,000.00	2,443.98	6,000.00	5,820.80	2.99%
001-19-01-519240	WORKERS COMPENSATION	167.00	1,909.68	198.00	1,858.20	(838.48%)
001-19-01-519310	PROFESSIONAL SERVICES	1,000.00	0.00	1,000.00	0.00	100.00%
001-19-01-519340	CONTRACTUAL SERVICES	8,885.00	0.00	8,885.00	1,732.50	80.50%
001-19-01-519341	ELECTIONS	4,000.00	3,858.00	4,000.00	0.00	100.00%
001-19-01-519342	CODIFICATION	5,000.00	6,298.48	5,000.00	5,720.99	(14.42%)
001-19-01-519400	TRAVEL & PER DIEM	1,000.00	3,057.44	1,000.00	2,252.23	(125.22%)
001-19-01-519410	POSTAGE	150.00	64.03	150.00	16.64	88.91%
001-19-01-519440	LEASE -EQUIPMENT	0.00	992.72	0.00	1,240.90	0.00%
001-19-01-519450	INSURANCE GENERAL	1,400.00	0.00	770.00	0.00	100.00%
001-19-01-519462	R & M EQUIPMENT	2,500.00	6,054.70	2,500.00	530.29	78.79%
001-19-01-519481	LEGAL ADS	6,275.00	9,822.24	7,006.00	8,260.29	(17.90%)
001-19-01-519490	OTHER CURRENT CHGS/MISC	200.00	28.04	200.00	196.77	1.62%
001-19-01-519492	COURT RECORDINGS	250.00	0.00	250.00	0.00	100.00%
001-19-01-519510	OFFICE SUPPLIES	500.00	32.00	500.00	0.00	100.00%
001-19-01-519520	OPERATING SUPPLIES	1,500.00	907.74	1,500.00	722.71	51.82%
001-19-01-519522	CLOTHING/UNIFORMS	100.00	47.99	100.00	0.00	100.00%
001-19-01-519540	BOOKS, PUB, SUBS &	500.00	318.95	500.00	268.99	46.20%
001-19-01-519541	TRAINING & EDUCATION	1,250.00	760.00	1,250.00	200.00	84.00%
Total CITY CLERK Expenditures		143,243.00	111,882.36	155,501.00	120,693.72	22.38%

Total NON-DEPARTMENTAL Expenditures	665,930.00	311,730.24	672,480.00	417,034.92	37.99%
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LAW ENFORCEMENT/POLICE DEPARTMENT

GENERAL FUND Expenditures

001-21-00-521120	- REGULAR SALARIES AND	510,091.00	415,710.08	538,234.00	438,843.24	18.47%
001-21-00-521130	- OTHER SALARIES AND	12,480.00	5,601.12	12,019.00	7,843.19	34.74%
001-21-00-521135	UNIFORM CLEANING	18,360.00	3,463.89	18,361.00	3,417.79	81.39%
001-21-00-521140	- OVERTIME	78,123.00	69,371.26	82,741.00	76,209.10	7.89%
001-21-00-521150	- INCENTIVE PAY	6,459.00	5,618.38	6,851.00	5,587.66	18.44%
001-21-00-521210	- FICA/SS	38,782.00	32,223.04	40,809.00	34,154.09	16.31%
001-21-00-521212	- FICA/MEDICARE	9,070.00	7,536.09	9,544.00	7,987.76	16.31%
001-21-00-521220	- ICMA/RETIREMENT	55,845.00	44,107.75	58,143.00	44,953.13	22.69%
001-21-00-521221	ICMA 401A	12,090.00	9,789.58	13,390.00	10,668.22	20.33%
001-21-00-521230	- HEALTH INSURANCE	103,594.00	75,881.95	103,594.00	81,985.71	20.86%
001-21-00-521235	- LIFE INSURANCE	1,921.00	1,507.66	1,921.00	1,462.60	23.86%
001-21-00-521236	- DENTAL INSURANCE	2,470.00	1,961.75	2,470.00	1,895.25	23.27%
001-21-00-521237	- VISION INSURANCE	465.00	370.86	466.00	358.29	23.11%
001-21-00-521238	HEALTH REIMBURSEMENT	48,000.00	25,521.07	48,000.00	40,662.31	15.29%
001-21-00-521240	WORKERS COMPENSATION	20,448.00	11,294.73	17,354.00	10,990.24	36.67%
001-21-00-521250	- UNEMPLOYMENT	0.00	820.97	0.00	0.00	0.00%
001-21-00-521310	PROFESSIONAL SERVICES	27,400.00	18,463.00	7,000.00	20,307.94	(190.11%)
001-21-00-521315	- MEDICAL	2,000.00	0.00	5,000.00	750.00	85.00%
001-21-00-521340	CONTRACTUAL SERVICES	1,400.00	0.00	9,200.00	0.00	100.00%

001-21-00-521400	- TRAVEL AND PER DIEM	3,000.00	1,006.74	3,000.00	3,154.14	(5.14%)
001-21-00-521410	- POSTAGE	200.00	40.51	200.00	88.54	55.73%
001-21-00-521411	TELEPHONE	6,000.00	4,882.14	7,800.00	4,926.20	36.84%
001-21-00-521440	- EQUIPMENT LEASE	1,952.00	1,015.94	1,558.00	801.19	48.58%
001-21-00-521450	INSURANCE GENERAL	42,577.00	37,789.00	41,103.00	1,956.00	95.24%
001-21-00-521461	- R & M BUILDING	1,000.00	1,126.39	1,000.00	0.00	100.00%
001-21-00-521462	- R & M EQUIPMENT	6,000.00	3,596.43	6,000.00	1,509.88	74.84%
001-21-00-521463	- R & M VEHICLES	26,000.00	28,247.42	16,000.00	9,412.88	41.17%
001-21-00-521481	ADVERTISING	100.00	0.00	100.00	0.00	100.00%
001-21-00-521490	- OTHER CUR CHGS/MISC	1,000.00	1,470.58	1,000.00	2,996.27	(199.63%)
001-21-00-521497	- TOWING	300.00	335.00	300.00	(145.00)	148.33%
001-21-00-521510	- OFFICE SUPPLIES	2,000.00	295.53	2,000.00	752.81	62.36%
001-21-00-521513	- FIRST AID	0.00	1,321.00	0.00	0.00	0.00%
001-21-00-521520	- OPERATING SUPPLIES	9,000.00	6,259.45	3,000.00	9,018.31	(200.61%)
001-21-00-521522	- CLOTHING UNIFORMS	8,000.00	2,291.89	8,000.00	4,010.68	49.87%
001-21-00-521523	PD GRANT	12,238.00	0.00	12,000.00	12,049.68	(0.41%)
001-21-00-521525	- GAS, FUEL AND OIL	28,000.00	38,336.78	31,000.00	28,088.05	9.39%
001-21-00-521527	MACE PROJ GENERATED	1,100.00	0.00	1,100.00	491.70	55.30%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
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001-21-00-521540	- BOOKS,PUB, SUBS &	1,500.00	1,789.40	1,500.00	2,083.18	(38.88%)
001-21-00-521541	- TRAINING & EDUCATION	3,000.00	1,596.03	3,000.00	1,462.79	51.24%
001-21-00-521542	- EDUCATION & SEMINARS	1,500.00	300.00	1,500.00	325.00	78.33%
001-21-00-521551	TUITION AND BOOKS	1,000.00	0.00	1,000.00	0.00	100.00%
001-21-00-521640	- CAPITAL OUTLAY	86,500.00	67,714.95	0.00	119,183.13	0.00%
Total GENERAL FUND Expenditures		1,190,965.00	928,658.36	1,117,258.00	990,241.95	11.37%

Total LAW ENFORCEMENT/POLICE DEPARTMENT		1,190,965.00	928,658.36	1,117,258.00	990,241.95	11.37%
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OTHER PHYSICAL ENVIRONMENT Expenditures

GENERAL FUND Expenditures

001-39-00-539310	PROF SERV/ENGINEER	25,000.00	20,000.00	25,000.00	20,942.95	16.23%
001-39-00-539311	LEGAL	0.00	2,420.00	0.00	0.00	0.00%
001-39-00-539340	CONTRACTUAL SERVICES	0.00	1,476.00	0.00	0.00	0.00%
Total GENERAL FUND Expenditures		25,000.00	23,896.00	25,000.00	20,942.95	16.23%

Total OTHER PHYSICAL ENVIRONMENT		25,000.00	23,896.00	25,000.00	20,942.95	16.23%
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ROAD AND STREET FACILITIES/PUBLIC WORKS

GENERAL FUND Expenditures

001-41-00-541120	- REGULAR SALARIES AND	322,743.00	255,041.13	243,179.00	253,469.96	(4.23%)
001-41-00-541130	- OTHER SALARIES AND	31,525.00	19,210.07	32,473.00	27,394.44	15.64%
001-41-00-541140	- OVERTIME	7,439.00	999.19	3,291.00	3,044.78	7.48%
001-41-00-541210	- FICA/SS	22,426.00	18,058.22	17,295.00	18,481.42	(6.86%)
001-41-00-541212	- FICA/MEDICARE	5,245.00	3,847.85	4,045.00	4,015.34	0.73%
001-41-00-541220	- ICMA/RETIREMENT	41,957.00	27,150.02	21,394.00	23,794.76	(11.22%)
001-41-00-541221	ICMA 401A	0.00	4,820.40	10,219.00	8,342.86	18.36%
001-41-00-541230	- HEALTH INSURANCE	97,453.00	51,017.63	67,016.00	57,159.49	14.71%
001-41-00-541235	- LIFE INSURANCE	1,020.00	807.45	855.00	802.89	6.09%
001-41-00-541236	- DENTAL INSURANCE	1,976.00	1,438.39	1,482.00	1,451.03	2.09%
001-41-00-541237	- VISION INSURANCE	373.00	271.92	280.00	274.31	2.03%
001-41-00-541238	HEALTH REIMBURSEMENT	36,000.00	7,812.47	24,000.00	19,686.07	17.97%
001-41-00-541240	WORKERS COMPENSATION	21,225.00	1,616.99	17,200.00	1,573.40	90.85%
001-41-00-541250	- UNEMPLOYMENT	0.00	4,609.27	0.00	0.00	0.00%
001-41-00-541310	- PROFESSIONAL SERVICES	500.00	2,029.00	500.00	338.00	32.40%
001-41-00-541315	- MEDICAL	300.00	207.00	300.00	0.00	100.00%
001-41-00-541340	CONTRACTUAL SERVICES	15,000.00	11,193.00	15,000.00	13,094.80	12.70%
001-41-00-541400	- TRAVEL AND PER DIEM	300.00	1,151.67	2,000.00	503.17	74.84%
001-41-00-541410	POSTAGE	30.00	1.06	30.00	0.00	100.00%
001-41-00-541411	TELEPHONE	2,064.00	857.46	2,000.00	855.48	57.23%
001-41-00-541440	- EQUIPMENT LEASES	12,500.00	5,185.54	13,556.00	5,474.45	59.62%
001-41-00-541450	INSURANCE GENERAL	26,939.00	21,055.00	21,055.00	37,342.00	(77.35%)
001-41-00-541460	- R & M SERVICE	0.00	3.00	0.00	3,850.00	0.00%
001-41-00-541461	- R & M BUILDING	22,000.00	8,444.40	22,000.00	18,852.73	14.31%
001-41-00-541462	- R & M EQUIPMENT	44,390.00	25,860.89	55,000.00	22,749.45	58.64%
001-41-00-541463	- R & M VEHICLE	12,000.00	3,515.54	5,000.00	4,756.28	4.87%
001-41-00-541464	- R & M OTHER REPAIRS	10,000.00	7,544.62	13,000.00	11,250.40	13.46%

001-41-00-541490	- OTHER CURRENT CHGS/MISC	0.00	6,176.12	0.00	1,181.14	0.00%
001-41-00-541496	- LANDFILL FEES	15,000.00	5,549.84	13,000.00	6,376.45	50.95%
001-41-00-541520	- OPERATING SUPPLIES	8,000.00	3,384.52	8,000.00	2,781.84	65.23%
001-41-00-541522	- CLOTHING/UNIFORMS	4,700.00	3,657.34	4,700.00	3,873.86	17.58%
001-41-00-541523	- CLEANING SUPPLIES	3,500.00	3,639.33	5,000.00	3,994.41	20.11%
001-41-00-541525	- GAS, FUEL AND OIL	10,000.00	12,006.63	22,000.00	20,736.25	5.74%
001-41-00-541528	- TRADE SUPPLIES: RAKES,	1,800.00	985.10	2,000.00	305.48	84.73%
001-41-00-541529	SMALL	3,000.00	358.70	3,500.00	42.44	98.79%
001-41-00-541540	- BOOKS,PUB, SUBS &	650.00	0.00	1,000.00	3,184.00	(218.40%)
001-41-00-541541	- TRAINING & EDUCATION	800.00	361.50	2,000.00	636.86	68.16%
001-41-00-541620	- CAPITAL OUTLAY/BUILDING	0.00	0.00	0.00	6,150.00	0.00%
001-41-00-541640	- CAPITAL	303,358.00	124,204.91	0.00	61,684.25	0.00%
001-41-00-541910	- OPERATING TRANSFER	2,000.00	1,670.00	2,000.00	1,670.00	16.50%
Total GENERAL FUND Expenditures		1,088,213.00	645,743.17	655,370.00	651,174.49	0.64%
Total ROAD AND STREET FACILITIES/PUBLIC		1,088,213.00	645,743.17	655,370.00	651,174.49	0.64%
Account Number		Budget	Actual	Budget	Actual	Budget %

PARKS AND RECREATIONS DEPARTMENT

GENERAL FUND Expenditures						
001-72-00-572340	CONTRACTUAL SERVICES	45,000.00	45,527.66	69,000.00	62,094.35	10.01%
001-72-00-572411	TELEPHONE	0.00	474.81	0.00	565.85	0.00%
Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
001-72-00-572431	ELECTRIC	20,000.00	9,074.91	14,090.00	12,399.83	12.00%
001-72-00-572433	WATER	1,400.00	996.02	2,500.00	1,197.13	52.11%
001-72-00-572434	WASTEWATER	550.00	396.05	550.00	488.17	11.24%
001-72-00-572435	STORMWATER FEE	1,000.00	1,081.50	1,450.00	1,213.09	16.34%
001-72-00-572450	LIABILITY INS/REC	1,000.00	0.00	1,000.00	0.00	100.00%
001-72-00-572461	R & M BUILDING	8,000.00	4,525.00	8,000.00	340.00	95.75%
001-72-00-572462	R & M EQUIPMENT	11,000.00	3,789.10	10,000.00	6,544.23	34.56%
001-72-00-572464	R & M OTHER	10,000.00	4,316.20	10,000.00	1,203.08	87.97%
001-72-00-572490	OTHER CURRENT CHARGES	0.00	152.62	0.00	0.00	0.00%
001-72-00-572496	LANDFILL FEES	1,000.00	203.51	1,000.00	238.93	76.11%
001-72-00-572520	OPERATING SUPPLIES	8,000.00	4,427.89	8,000.00	2,560.81	67.99%
001-72-00-572630	CAPITAL IMPROVEMENT /	0.00	0.00	16,000.00	12,043.00	24.73%
Total GENERAL FUND Expenditures		106,950.00	74,965.27	141,590.00	100,888.47	28.75%
Total PARKS AND RECREATIONS DEPARTMENT		106,950.00	74,965.27	141,590.00	100,888.47	28.75%

SPECIAL EVENTS Expenditures

Beautification=Fellsmere Day Committee

001-74-02-574410	- POSTAGE	0.00	177.68	0.00	0.00	0.00%
001-74-02-574440	- RENTALS AND LEASES	4,000.00	0.00	4,000.00	0.00	100.00%
001-74-02-574462	R & M EQUIPMENT	0.00	826.15	0.00	0.00	0.00%
001-74-02-574480	- PROMOTIONAL ACTIVITIES	500.00	901.72	1,400.00	821.15	41.35%
001-74-02-574520	- OPERATING SUPPLIES	500.00	0.00	500.00	1,329.30	(165.86%)
001-74-02-574521	- FOOD/WATER/COFFEE/ICE	0.00	391.79	0.00	0.00	0.00%
Total Beautification=Fellsmere Day Committee		5,000.00	2,297.34	5,900.00	2,150.45	63.55%
Total SPECIAL EVENTS Expenditures		5,000.00	2,297.34	5,900.00	2,150.45	63.55%

RECREATION Expenditures

FELLSMERE RECREATION TEAMS Expenditures

001-79-20-579490	OTHER CURRENT CHGS-MISC	0.00	2,686.89	0.00	1,169.29	0.00%
Total FELLSMERE RECREATION TEAMS		0.00	2,686.89	0.00	1,169.29	0.00%
Total RECREATION Expenditures		0.00	2,686.89	0.00	1,169.29	0.00%
Total 001 - GENERAL FUND Expenditures		3,759,071.00 \$	2,532,565.02 \$	3,313,727.00 \$	2,786,717.10 \$	15.90%

001 - GENERAL FUND Excess of Revenues Over	\$	0.00 \$	(68,713.34)	0.00 \$	(126,257.76) \$	0.00%
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*For 101 - INFRASTRUCTURE FUND (101)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
101-00-00-312690	DISCRETIONARY SALES	869,418.00 \$	686,823.19 \$	701,364.00 \$	605,137.73 \$	13.72%
101-00-00-329500	DEVELOPER CONTRIBUTIONS			315,000.00	0.00	100.00%
101-00-00-332000	ARPA FUNDS			1,471,926.00	0.00	100.00%
101-00-00-361000	- INTEREST EARNINGS	0.00	163.42	0.00	4,139.47	0.00%
101-00-00-369305	COVID19 LOST REVENUE	37,064.00	0.00	0.00	0.00	0.00%
101-00-00-384000	- DEBT PROCEEDS	75,000.00	2,214,720.25	0.00	0.00	0.00%
101-00-00-389900	- OTHER NONOPERATING	0.00	0.00	755,000.00	0.00	100.00%
Total GENERAL FUND Revenues		981,482.00	2,901,706.86	3,243,290.00	609,277.20	81.21%
Total OTHER Revenues		981,482.00	2,901,706.86	3,243,290.00	609,277.20	81.21%
Total 101 - INFRASTRUCTURE FUND Revenues		981,482.00 \$	2,901,706.86 \$	3,243,290.00 \$	609,277.20 \$	81.21%

Expenditures

OTHER Expenditures

GENERAL FUND Expenditures

101-00-00-513640	- CAPITAL OUTLAY/	9,500.00 \$	0.00 \$	0.00 \$	0.00 \$	0.00%
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Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
101-00-00-513710	- PRINCIPAL	87,940.00	59,335.22	119,841.00	0.00	100.00%
101-00-00-513720	- INTEREST	99,642.00	65,719.74	70,464.00	0.00	100.00%
101-00-00-513730	OTHER DEBT SRV COSTS	0.00	30,655.75	0.00	0.00	0.00%
101-00-00-519640	CAPITAL	0.00	0.00	10,000.00	0.00	100.00%
101-00-00-521640	- CAPITAL OUTLAY/	58,000.00	0.00	151,250.00	0.00	100.00%
101-00-00-521710	PRINCIPAL	0.00	21,691.14	44,996.00	37,581.95	16.48%
101-00-00-521720	INTEREST	0.00	2,997.99	2,014.00	1,592.95	20.91%
101-00-00-536910	TRANSFER TO			200,000.00	0.00	100.00%
101-00-00-538910	OPERATING	125,000.00	0.00	240,000.00	0.00	100.00%
101-00-00-539910	OPERATING TRANSFER	0.00	0.00	125,000.00	0.00	100.00%
101-00-00-541620	- CAPITAL OUTLAY/ BUILDING	36,682.00	0.00	164,000.00	0.00	100.00%
101-00-00-541630	- IMPRO. OTHER THAN BLDGS.	0.00	0.00	300,000.00	0.00	100.00%
101-00-00-541640	- CAPITAL	12,218.00	0.00	459,900.00	0.00	100.00%
101-00-00-541910	- OPERATING TRANSFER	80,000.00	0.00	530,000.00	0.00	100.00%
101-00-00-549910	INTRA GOV'T TSF OUT	150,000.00	0.00	125,000.00	0.00	100.00%
101-00-00-571910	OPERATING TRANSFER	40,000.00	0.00	0.00	0.00	0.00%
101-00-00-572610	CAPITAL OUTLAY - LAND	0.00	0.00	166,634.00	0.00	100.00%
101-00-00-572710	- PRINCIPAL/LIGHTS	0.00	0.00	0.00	77,156.49	0.00%
101-00-00-572720	- INTEREST/LIGHTS	0.00	0.00	0.00	63,191.00	0.00%
101-00-00-572910	- OPERATING	220,000.00	0.00	471,691.00	0.00	100.00%
101-00-00-573910	OPERATING TRANSFER	62,500.00	0.00	62,500.00	0.00	100.00%
Total GENERAL FUND Expenditures		981,482.00	180,399.84	3,243,290.00	179,522.39	94.46%
Total OTHER Expenditures		981,482.00	180,399.84	3,243,290.00	179,522.39	94.46%
Total 101 - INFRASTRUCTURE FUND Expenditures		981,482.00 \$	180,399.84 \$	3,243,290.00 \$	179,522.39 \$	94.46%

101 - INFRASTRUCTURE FUND Excess of Revenues	\$	0.00 \$	2,721,307.02	0.00 \$	429,754.81 \$	0.00%
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*For 102 - LOCAL OPTION GAS TAX FUND (102)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget
OTHER Revenues						
GENERAL FUND Revenues						

102-00-00-312410	- LOCAL OPTION GAS TAX	187,397.00	\$	108,309.41	\$	169,303.00	\$	103,970.48	\$	38.59%
102-00-00-332000	ARPA FUNDS					108,282.00		0.00		100.00%
102-00-00-389900	- OTHER NONOPERATING	0.00		0.00		18,094.00		0.00		100.00%
Total GENERAL FUND Revenues		187,397.00		108,309.41		295,679.00		103,970.48		64.84%
Total OTHER Revenues		187,397.00		108,309.41		295,679.00		103,970.48		64.84%
Total 102 - LOCAL OPTION GAS TAX FUND Revenues		187,397.00	\$	108,309.41	\$	295,679.00	\$	103,970.48	\$	64.84%

Expenditures

OTHER Expenditures

GENERAL FUND Expenditures										
102-00-00-541310	- PROFESSIONAL SERVICES	5,000.00	\$	0.00	\$	5,000.00	\$	0.00	\$	100.00%
102-00-00-541340	- CONTRACTUAL SERVICES	3,000.00		0.00		3,000.00		0.00		100.00%
102-00-00-541370	- CONTINGENCY	0.00		0.00		108,282.00		0.00		100.00%
102-00-00-541431	- ELECTRIC (ST. LITES)	20,000.00		17,502.19		20,000.00		18,839.25		5.80%
102-00-00-541440	- EQUIPMENT LEASES	2,000.00		0.00		2,000.00		0.00		100.00%
102-00-00-541460	- R of W REPAIR AND	0.00		10,037.70		0.00		0.00		0.00%
102-00-00-541530	- STREET REPAIR/OVERLAY	20,610.00		15,085.94		20,610.00		49,861.12		(141.93%)
102-00-00-541531	- STREET SIGNS	4,000.00		2,006.16		4,000.00		272.79		93.18%
102-00-00-541532	R & M RIGHT-OF-WAY	35,787.00		0.00		35,787.00		29,644.46		17.16%
102-00-00-541533	- STREET REPAIRS/CEMENT	0.00		235.00		0.00		0.00		0.00%
102-00-00-541910	- TSF TO GF/ST EQUIP CHGS	97,000.00		41,362.20		97,000.00		68,133.72		29.76%
Total GENERAL FUND Expenditures		187,397.00		86,229.19		295,679.00		166,751.34		43.60%
Total OTHER Expenditures		187,397.00		86,229.19		295,679.00		166,751.34		43.60%
Total 102 - LOCAL OPTION GAS TAX FUND		187,397.00	\$	86,229.19	\$	295,679.00	\$	166,751.34	\$	43.60%
102 - LOCAL OPTION GAS TAX FUND Excess of		\$	0.00	\$	22,080.22	\$	0.00	\$	(62,780.86)	0.00%

CITY OF FELLSMERE
Statement of Revenue and Expenditures 9/22/2023 2:16pm
For 112 - SJRWMD WELL#7 (112)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
112-00-00-334310 STATE GRANT/WATER	\$	\$	250,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Revenues			250,000.00	0.00	100.00%
Total OTHER Revenues			250,000.00	0.00	100.00%
Total 112 - SJRWMD WELL#7 Revenues	\$	\$	250,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
112-00-00-533340 CONTRACTUAL SERVICES	\$	\$	250,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Expenditures			250,000.00	0.00	100.00%
Total OTHER Expenditures			250,000.00	0.00	100.00%
Total 112 - SJRWMD WELL#7 Expenditures	\$	\$	250,000.00 \$	0.00 \$	100.00%
112 - SJRWMD WELL#7 Excess of Revenues Over	\$	0.00 \$	0.00	0.00 \$	0.00%

For 119- ARPA Funds (119)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
119-00-00-331400 FEDERAL GRANT	1,426,181.00 \$	0.00 \$	1,426,181.00 \$	0.00 \$	100.00%
119-00-00-361000 INTEREST EARNINGS	0.00	1,182.70	81,290.00	90,089.80	(10.83%)
119-00-00-369000 OTHER MISC REVENUES	0.00	0.00	0.00	630.00	0.00%
119-00-00-369101 MISCELLANEOUS POLICE			0.00	18,689.40	0.00%
119-00-00-389900 OTHER NONOPERATING			832,737.00	0.00	100.00%
Total GENERAL FUND Revenues	1,426,181.00	1,182.70	2,340,208.00	109,409.20	95.32%
Total OTHER Revenues	1,426,181.00	1,182.70	2,340,208.00	109,409.20	95.32%
Total 119- ARPA Funds Revenues	1,426,181.00 \$	1,182.70 \$	2,340,208.00 \$	109,409.20 \$	95.32%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
119-00-00-513440 EQUIPMENT LEASE	\$	\$	0.00 \$	16,429.44 \$	0.00%
119-00-00-513640 CAPITAL OUTLAY/ EQUIPMENT			0.00	21,948.70	0.00%
119-00-00-521120 REGULAR SALARIES AND	0.00	9,455.19	0.00	5,653.78	0.00%
119-00-00-521210 FICA/SS	0.00	586.22	0.00	350.54	0.00%
119-00-00-521212 FICA/MEDICARE	0.00	137.11	0.00	81.99	0.00%
119-00-00-521520 OPERATING SUPPLIES	0.00	22,460.47	0.00	17,922.19	0.00%
119-00-00-521640 CAPITAL			0.00	15,105.00	0.00%

119-00-00-521650	CIP/PD	0.00	8,800.00	0.00	59,418.90	0.00%
119-00-00-539310	PROF SERV/ENGINEER	0.00	0.00	0.00	25,145.00	0.00%
119-00-00-539311	LEGAL	0.00	0.00	0.00	658.00	0.00%
119-00-00-539490	OTHER CURRENT CHGS/MISC	0.00	0.00	0.00	5,050.00	0.00%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
119-00-00-539520	OPERATING SUPPLIES	0.00	122.94	0.00	9,984.05	0.00%
119-00-00-541120	REGULAR SALARIES AND	0.00	6,463.49	0.00	4,670.12	0.00%
119-00-00-541210	FICA/SS	0.00	400.74	0.00	289.55	0.00%
119-00-00-541212	FICA/MEDICARE	0.00	93.72	0.00	67.72	0.00%
119-00-00-549310	PROF SERV/ENGINEER	300,000.00	0.00	0.00	0.00	0.00%
119-00-00-549311	LEGAL	50,000.00	0.00	0.00	0.00	0.00%
119-00-00-549490	OTHER CURRENT CHGS/MI	1,076,181.00	0.00	0.00	786.94	0.00%
119-00-00-549520	OPERATING SUPPLIES	0.00	0.00	0.00	4,846.22	0.00%
119-00-00-549913	TRANS TO GF (GRANT ADMIN	0.00	0.00	1,740,208.00	0.00	100.00%
119-00-00-549914	TSF TO CDD	0.00	0.00	600,000.00	0.00	100.00%
119-00-00-572610	CAPITAL OUTLAY - LAND	0.00	154,358.00	0.00	0.00	0.00%
Total GENERAL FUND Expenditures		1,426,181.00	202,877.88	2,340,208.00	188,408.14	91.95%
Total OTHER Expenditures		1,426,181.00	202,877.88	2,340,208.00	188,408.14	91.95%
Total 119- ARPA Funds Expenditures		1,426,181.00 \$	202,877.88 \$	2,340,208.00 \$	188,408.14 \$	91.95%
119- ARPA Funds Excess of Revenues Over	\$	0.00 \$	(201,695.18)	0.00 \$	(78,998.94) \$	0.00%

*For 120- FRDAP PRESERVE PHASE 2 (120)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
120-00-00-332000	ARPA FUNDS	\$	\$	50,000.00 \$	0.00 \$	100.00%
120-00-00-380010	- OTHER SOURCES/TSF	65,000.00	0.00	0.00	0.00	0.00%
Total GENERAL FUND Revenues		65,000.00	0.00	50,000.00	0.00	100.00%
Total OTHER Revenues		65,000.00	0.00	50,000.00	0.00	100.00%
Total 120- FRDAP PRESERVE PHASE 2 Revenues		65,000.00 \$	0.00 \$	50,000.00 \$	0.00 \$	100.00%
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
120-00-00-572310	PROFESSIONAL	65,000.00 \$	0.00 \$	0.00 \$	24,596.50 \$	0.00%
120-00-00-572311	- LEGAL SERVICES			0.00	94.00	0.00%
120-00-00-572313	CONSULTANT			50,000.00	0.00	100.00%
Total GENERAL FUND Expenditures		65,000.00	0.00	50,000.00	24,690.50	50.62%
Total OTHER Expenditures		65,000.00	0.00	50,000.00	24,690.50	50.62%
Total 120- FRDAP PRESERVE PHASE 2 Expenditures		65,000.00 \$	0.00 \$	50,000.00 \$	24,690.50 \$	50.62%
120- FRDAP PRESERVE PHASE 2 Excess of Revenues	\$	0.00 \$	0.00	0.00 \$	(24,690.50) \$	0.00%

*For 124-SJRWMD-STATE ST GREENWAY-EXPENDITURES (124)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Previous YTD	Previous YTD	Annual	YTD	Remaining
10				

Account Number		Budget	Actual	Budget	Actual	Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
124-00-00-380010	OTHER SOURCES/TSF	\$	\$	60,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Revenues				60,000.00	0.00	100.00%
Total OTHER Revenues				60,000.00	0.00	100.00%
Total 124-SJRWMD-STATE ST GREENWAY-		\$	\$	60,000.00 \$	0.00 \$	100.00%
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
124-00-00-538310	PROF SERV/ENGINEER	\$	\$	60,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Expenditures				60,000.00	0.00	100.00%
Total OTHER Expenditures				60,000.00	0.00	100.00%
Total 124-SJRWMD-STATE ST GREENWAY-		\$	\$	60,000.00 \$	0.00 \$	100.00%
124-SJRWMD-STATE ST GREENWAY-EXPENDITURES		\$	0.00 \$	0.00	0.00 \$	0.00%

*For 126 - FDEP GSI N BROADWAY BIOSWALE (126)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
126-00-00-334360	STATE	\$	\$	400,000.00 \$	0.00 \$	100.00%
126-00-00-380010	OTHER SOURCES/TSF	75,000.00	0.00	70,000.00	0.00	100.00%
Total GENERAL FUND Revenues		75,000.00	0.00	470,000.00	0.00	100.00%
Total OTHER Revenues		75,000.00	0.00	470,000.00	0.00	100.00%
Total 126 - FDEP GSI N BROADWAY BIOSWALE		75,000.00 \$	0.00 \$	470,000.00 \$	0.00 \$	100.00%
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
126-00-00-538310	PROF SERV/ENGINEER	75,000.00 \$	10,950.00 \$	70,000.00 \$	25,084.00 \$	64.17%
126-00-00-538630	DRAINAGE AND PAVING			400,000.00	0.00	100.00%
Total GENERAL FUND Expenditures		75,000.00	10,950.00	470,000.00	25,084.00	94.66%
Total OTHER Expenditures		75,000.00	10,950.00	470,000.00	25,084.00	94.66%
Total 126 - FDEP GSI N BROADWAY BIOSWALE		75,000.00 \$	10,950.00 \$	470,000.00 \$	25,084.00 \$	94.66%
126 - FDEP GSI N BROADWAY BIOSWALE Excess of	\$	0.00 \$	(10,950.00)	0.00 \$	(25,084.00) \$	0.00%

*For 129 - SOUTH REGIONAL LAKE PHASE 2 (129)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
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Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
129-00-00-334360	STATE	300,000.00	\$ 63,265.28	\$ 100,000.00	\$ 144,417.62	(44.42%)
129-00-00-380010	OTHER SOURCES/TSF	20,000.00	0.00	125,000.00	0.00	100.00%
Total GENERAL FUND Revenues		320,000.00	63,265.28	225,000.00	144,417.62	35.81%
Total OTHER Revenues		320,000.00	63,265.28	225,000.00	144,417.62	35.81%
Total 129 - SOUTH REGIONAL LAKE PHASE 2		320,000.00	\$ 63,265.28	\$ 225,000.00	\$ 144,417.62	35.81%
Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
129-00-00-539310	PROF SERV/ENGINEER	0.00	\$ 159,120.96	\$ 0.00	\$ 190,306.55	0.00%
129-00-00-539520	OPERATING SUPPLIES	0.00	0.00	0.00	4,793.00	0.00%
129-00-00-539630	DRAINAGE AND PAVING	0.00	(7,992.49)	125,000.00	0.00	100.00%
129-00-00-539650	CIP/EECBG	0.00	0.00	0.00	0.00	0.00%
129-00-00-572311	LEGAL SERVICES	0.00	137.70	0.00	0.00	0.00%
129-00-00-572313	CONSULTANT	20,000.00	0.00	0.00	0.00	0.00%
129-00-00-572630	CAPITAL IMPROVEMENT/	300,000.00	0.00	100,000.00	0.00	100.00%
Total GENERAL FUND Expenditures		320,000.00	151,266.17	225,000.00	195,099.55	13.29%
Total OTHER Expenditures		320,000.00	151,266.17	225,000.00	195,099.55	13.29%
Total 129 - SOUTH REGIONAL LAKE PHASE 2		320,000.00	\$ 151,266.17	\$ 225,000.00	\$ 195,099.55	13.29%
129 - SOUTH REGIONAL LAKE PHASE 2 Excess of		\$ 0.00	\$ (88,000.89)	\$ 0.00	\$ (50,681.93)	0.00%

For 137 - COMMUNITY CENTER - HISTORIC BLDG (137)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
137-00-00-334770	STATE GRANT - HISTORICAL	0.00	\$ 0.00	\$ 150,000.00	\$ 0.00	100.00%
137-00-00-380010	OTHER SOURCES/TSF	0.00	0.00	50,000.00	0.00	100.00%
Total GENERAL FUND Revenues		0.00	0.00	200,000.00	0.00	100.00%
Total OTHER Revenues		0.00	0.00	200,000.00	0.00	100.00%
Total 137 - COMMUNITY CENTER - HISTORIC BLDG		0.00	\$ 0.00	\$ 200,000.00	\$ 0.00	100.00%
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
137-00-00-571313	CONSULTANT	0.00	\$ 0.00	\$ 0.00	\$ 2,126.00	0.00%
137-00-00-572313	CONSULTANT	0.00	0.00	50,000.00	0.00	100.00%
137-00-00-572630	CAPITAL IMPROVEMENT/	0.00	0.00	150,000.00	0.00	100.00%
Total GENERAL FUND Expenditures		0.00	0.00	200,000.00	2,126.00	98.94%
Total OTHER Expenditures		0.00	0.00	200,000.00	2,126.00	98.94%
Total 137 - COMMUNITY CENTER - HISTORIC BLDG		0.00	\$ 0.00	\$ 200,000.00	\$ 2,126.00	98.94%
137 - COMMUNITY CENTER - HISTORIC BLDG Excess of		\$ 0.00	0.00	\$ 0.00	\$ (2,126.00)	0.00%

For 142 - TBD4 - TAP S. BROADWAY SIDEWALK (142)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
142-00-00-331490 OTHER TRANSPORTATION	225,130.00 \$	26,088.00 \$	0.00 \$	0.00 \$	0.00%
142-00-00-380010 OTHER SOURCES/TSF	30,000.00	0.00	60,000.00	0.00	100.00%
Total GENERAL FUND Revenues	255,130.00	26,088.00	60,000.00	0.00	100.00%
Previous YTD	Previous YTD	Annual	YTD	Remaining	
Account Number	Budget	Actual	Budget	Actual	Budget %
Total OTHER Revenues	255,130.00	26,088.00	60,000.00	0.00	100.00%
Total 142 - TBD4 - TAP S. BROADWAY SIDEWALK	255,130.00 \$	26,088.00 \$	60,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
142-00-00-541310 PROFESSIONAL SERVICES	30,000.00 \$	331,993.40 \$	0.00 \$	52,598.60 \$	0.00%
142-00-00-541311 LEGAL	0.00	0.00	0.00	775.50	0.00%
142-00-00-541490 OTHER CURRENT CHGSMISC	0.00	0.00	60,000.00	0.00	100.00%
142-00-00-541630 IMPRO. OTHER THAN BLDGS.	225,130.00	(3,632.00)	0.00	0.00	0.00%
142-00-00-541650 CIP/LOCAL OPTION GAS TAX	0.00	0.00	0.00	1,733.25	0.00%
Total GENERAL FUND Expenditures	255,130.00	328,361.40	60,000.00	55,107.35	8.15%
Total OTHER Expenditures	255,130.00	328,361.40	60,000.00	55,107.35	8.15%
Total 142 - TBD4 - TAP S. BROADWAY SIDEWALK	255,130.00 \$	328,361.40 \$	60,000.00 \$	55,107.35 \$	8.15%
142 - TBD4 - TAP S. BROADWAY SIDEWALK Excess of \$	0.00 \$	(302,273.40)	0.00 \$	(55,107.35) \$	0.00%

For 144 - SR LEAGUE & LL LIGHTING REVENUES (144)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
144-00-00-334390 STATE GRANT - OTHER	50,000.00 \$	0.00 \$	50,000.00 \$	0.00 \$	100.00%
144-00-00-380010 OTHER SOURCES/TSF	0.00	0.00	200,000.00	0.00	100.00%
Total GENERAL FUND Revenues	50,000.00	0.00	250,000.00	0.00	100.00%
Total OTHER Revenues	50,000.00	0.00	250,000.00	0.00	100.00%
Total 144 - SR LEAGUE & LL LIGHTING REVENUES	50,000.00 \$	0.00 \$	250,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
144-00-00-572310 PROFESSIONAL	0.00 \$	0.00 \$	50,000.00 \$	32,794.00 \$	34.41%
144-00-00-572640 CAPITAL	50,000.00	0.00	200,000.00	24,679.83	87.66%
Total GENERAL FUND Expenditures	50,000.00	0.00	250,000.00	57,473.83	77.01%

Total OTHER Expenditures	50,000.00	0.00	250,000.00	57,473.83	77.01%
Total 144 - SR LEAGUE & LL LIGHTING REVENUES	50,000.00 \$	0.00 \$	250,000.00 \$	57,473.83 \$	77.01%
144 - SR LEAGUE & LL LIGHTING REVENUES Excess of \$	0.00 \$	0.00	0.00 \$	(57,473.83) \$	0.00%

*For 145 - NRL LITTORAL PLANTING (145)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
145-00-00-334700 FRDAP GT REVENUE	5,000.00 \$	0.00 \$	5,000.00 \$	0.00 \$	100.00%
Previous YTD Account Number	Previous YTD Budget	Annual Actual	YTD Budget	Remaining Actual	Budget %
Total GENERAL FUND Revenues	5,000.00	0.00	5,000.00	0.00	100.00%
Total OTHER Revenues	5,000.00	0.00	5,000.00	0.00	100.00%
Total 145 - NRL LITTORAL PLANTING Revenues	5,000.00 \$	0.00 \$	5,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
145-00-00-538490 OTHER CURRENT CHARGES	5,000.00 \$	0.00 \$	5,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Expenditures	5,000.00	0.00	5,000.00	0.00	100.00%
Total OTHER Expenditures	5,000.00	0.00	5,000.00	0.00	100.00%
Total 145 - NRL LITTORAL PLANTING Expenditures	5,000.00 \$	0.00 \$	5,000.00 \$	0.00 \$	100.00%
145 - NRL LITTORAL PLANTING Excess of Revenues \$	0.00 \$	0.00	0.00 \$	0.00 \$	0.00%

*For 146 - CDBG Hazard Mitigation NY Pipes (146)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
146-00-00-331490 OTHER TRANSPORTATION	825,000.00 \$	0.00 \$	825,000.00 \$	0.00 \$	100.00%
146-00-00-380010 OTHER SOURCES/TSF	100,000.00	0.00	50,000.00	0.00	100.00%
Total GENERAL FUND Revenues	925,000.00	0.00	875,000.00	0.00	100.00%
Total OTHER Revenues	925,000.00	0.00	875,000.00	0.00	100.00%
Total 146 - CDBG Hazard Mitigation NY Pipes Revenues	925,000.00 \$	0.00 \$	875,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
146-00-00-549310 PROF SERV/ENGINEER	75,000.00 \$	29,070.00 \$	35,000.00 \$	14,010.00 \$	59.97%

146-00-00-549313	CONSULTANT	25,000.00	0.00	15,000.00	0.00	100.00%
146-00-00-549630	DRAINAGE AND PAVING	825,000.00	0.00	825,000.00	0.00	100.00%
Total GENERAL FUND Expenditures		925,000.00	29,070.00	875,000.00	14,010.00	98.40%
Total OTHER Expenditures		925,000.00	29,070.00	875,000.00	14,010.00	98.40%
Total 146 - CDBG Hazard Mitigation NY Pipes		925,000.00 \$	29,070.00 \$	875,000.00 \$	14,010.00 \$	98.40%
146 - CDBG Hazard Mitigation NY Pipes Excess of	\$	0.00 \$	(29,070.00)	0.00 \$	(14,010.00) \$	0.00%

*For 147 - FEMA Irma Road Project PW583 (147)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
147-00-00-331500	FED ECONOMIC ENVIRONMENT	1,769,067.00 \$	0.00 \$	1,867,349.00 \$	0.00 \$	100.00%
147-00-00-334500	STATE ECON ENVIR GRANT	98,282.00	0.00	93,367.00	0.00	100.00%
147-00-00-380010	OTHER SOURCES/TSF	60,000.00	0.00	14,915.00	0.00	100.00%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Total GENERAL FUND Revenues		1,927,349.00	0.00	1,975,631.00	0.00	100.00%
Total OTHER Revenues		1,927,349.00	0.00	1,975,631.00	0.00	100.00%
Total 147 - FEMA Irma Road Project PW583 Revenues		1,927,349.00 \$	0.00 \$	1,975,631.00 \$	0.00 \$	100.00%

Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
147-00-00-525310	PROFESSIONAL SERVICES	35,000.00 \$	0.00 \$	55,000.00 \$	0.00 \$	100.00%
147-00-00-525311	LEGAL SERVICES	0.00	0.00	8,282.00	0.00	100.00%
147-00-00-525313	CONSULTANT	25,000.00	0.00	45,000.00	0.00	100.00%
147-00-00-525630	CAPITAL IMPROVEMENTS -	1,867,349.00	0.00	1,867,349.00	0.00	100.00%
Total GENERAL FUND Expenditures		1,927,349.00	0.00	1,975,631.00	0.00	100.00%
Total OTHER Expenditures		1,927,349.00	0.00	1,975,631.00	0.00	100.00%
Total 147 - FEMA Irma Road Project PW583		1,927,349.00 \$	0.00 \$	1,975,631.00 \$	0.00 \$	100.00%
147 - FEMA Irma Road Project PW583 Excess of	\$	0.00 \$	0.00	0.00 \$	0.00 \$	0.00%

*For 149 - CDBG CV - DEO Broadband Project (149)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
149-00-00-331500	FED ECONOMIC ENVIRONMENT	1,600,000.00 \$	0.00 \$	2,500,000.00 \$	0.00 \$	100.00%
149-00-00-380010	OTHER SOURCES/TSF	50,000.00	0.00	50,000.00	0.00	100.00%
Total GENERAL FUND Revenues		1,650,000.00	0.00	2,550,000.00	0.00	100.00%
Total OTHER Revenues		1,650,000.00	0.00	2,550,000.00	0.00	100.00%

Total 149 - CDBG CV - DEO Broadband Project	1,650,000.00 \$	0.00 \$	2,550,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
149-00-00-549310 PROF SERV/ENGINEER	0.00 \$	0.00 \$	50,000.00 \$	29,400.00 \$	41.20%
149-00-00-549311 LEGAL	0.00	0.00	0.00	963.50	0.00%
149-00-00-549313 CONSULTANT	1,650,000.00	0.00	2,500,000.00	0.00	100.00%
Total GENERAL FUND Expenditures	1,650,000.00	0.00	2,550,000.00	30,363.50	98.81%
Total OTHER Expenditures	1,650,000.00	0.00	2,550,000.00	30,363.50	98.81%
Total 149 - CDBG CV - DEO Broadband Project	1,650,000.00 \$	0.00 \$	2,550,000.00 \$	30,363.50 \$	98.81%
149 - CDBG CV - DEO Broadband Project Excess of	\$ 0.00 \$	0.00	0.00 \$	(30,363.50) \$	0.00%

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
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*For 150 - CDBG 97TH ST HAZARD MIT PAVED WATER PLANT (150)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
150-00-00-331490 OTHER TRANSPORTATION	2,000,000.00 \$	0.00 \$	2,000,000.00 \$	0.00 \$	100.00%
150-00-00-380010 OTHER SOURCES/TSF	20,000.00	0.00	0.00	0.00	0.00%
Total GENERAL FUND Revenues	2,020,000.00	0.00	2,000,000.00	0.00	100.00%
Total OTHER Revenues	2,020,000.00	0.00	2,000,000.00	0.00	100.00%
Total 150 - CDBG 97TH ST HAZARD MIT PAVED WATER	2,020,000.00 \$	0.00 \$	2,000,000.00 \$	0.00 \$	100.00%

Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
150-00-00-549310 PROF SERV/ENGINEER	85,000.00 \$	0.00 \$	85,000.00 \$	132,559.50 \$	(55.95%)
150-00-00-549311 LEGAL	25,000.00	0.00	5,000.00	4,152.00	16.96%
150-00-00-549313 CONSULTANT	25,000.00	0.00	25,000.00	0.00	100.00%
150-00-00-549630 DRAINAGE AND PAVING	1,885,000.00	0.00	1,885,000.00	0.00	100.00%
Total GENERAL FUND Expenditures	2,020,000.00	0.00	2,000,000.00	136,711.50	93.16%
Total OTHER Expenditures	2,020,000.00	0.00	2,000,000.00	136,711.50	93.16%
Total 150 - CDBG 97TH ST HAZARD MIT PAVED WATER	2,020,000.00 \$	0.00 \$	2,000,000.00 \$	136,711.50 \$	93.16%
150 - CDBG 97TH ST HAZARD MIT PAVED WATER PLANT\$	0.00 \$	0.00	0.00 \$	(136,711.50) \$	0.00%

*For 152 - DOT/TAP New York Sidewalk (152)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
152-00-00-331490 OTHER TRANSPORTATION	0.00 \$	0.00 \$	400,000.00 \$	377,972.66 \$	5.51%
152-00-00-332000 ARPA FUNDS			300,000.00	0.00	100.00%
152-00-00-380010 OTHER SOURCES/TSF	50,000.00	0.00	120,000.00	0.00	100.00%
Total GENERAL FUND Revenues	50,000.00	0.00	820,000.00	377,972.66	53.91%
Total OTHER Revenues	50,000.00	0.00	820,000.00	377,972.66	53.91%
Total 152 - DOT/TAP New York Sidewalk Revenues	50,000.00 \$	0.00 \$	820,000.00 \$	377,972.66 \$	53.91%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
152-00-00-541310 PROFESSIONAL SERVICES	0.00 \$	31,896.55 \$	0.00 \$	571,862.52 \$	0.00%
152-00-00-541311 LEGAL	0.00	198.00	0.00	235.00	0.00%
152-00-00-541313 CONSULTING ENG	0.00	0.00	62,000.00	0.00	100.00%
152-00-00-541340 CONTRACTUAL SERVICES	50,000.00	0.00	3,000.00	0.00	100.00%
152-00-00-541630 IMPRO. OTHER THAN BLDGS.	0.00	0.00	755,000.00	0.00	100.00%
152-00-00-541650 CIP/LOCAL OPTION GAS TAX	0.00	0.00	0.00	0.00	0.00%
Total GENERAL FUND Expenditures	50,000.00	32,094.55	820,000.00	572,097.52	30.23%
Total OTHER Expenditures	50,000.00	32,094.55	820,000.00	572,097.52	30.23%
Total 152 - DOT/TAP New York Sidewalk Expenditures	50,000.00 \$	32,094.55 \$	820,000.00 \$	572,097.52 \$	30.23%
152 - DOT/TAP New York Sidewalk Excess of Revenues \$	0.00 \$	(32,094.55)	0.00 \$	(194,124.86) \$	0.00%

For 153 - DEO SEWER TO SHRIMP FARM (153)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
153-00-00-331350 FED GRANT WASTEWATER	2,650,000.00 \$	0.00 \$	2,650,000.00 \$	0.00 \$	100.00%
153-00-00-369000 OTHER MISC REVENUES	100,000.00	3,000.00	100,000.00	0.00	100.00%
Total GENERAL FUND Revenues	2,750,000.00	3,000.00	2,750,000.00	0.00	100.00%
Total OTHER Revenues	2,750,000.00	3,000.00	2,750,000.00	0.00	100.00%
Total 153 - DEO SEWER TO SHRIMP FARM Revenues	2,750,000.00 \$	3,000.00 \$	2,750,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
153-00-00-535310 PROF SER/ENG	0.00 \$	0.00 \$	0.00 \$	32,701.25 \$	0.00%
153-00-00-535313 CONSULTANT	100,000.00	0.00	100,000.00	0.00	100.00%
153-00-00-535640 EQUIPMENT	2,650,000.00	0.00	2,650,000.00	0.00	100.00%
Total GENERAL FUND Expenditures	2,750,000.00	0.00	2,750,000.00	32,701.25	98.81%
Total OTHER Expenditures	2,750,000.00	0.00	2,750,000.00	32,701.25	98.81%
Total 153 - DEO SEWER TO SHRIMP FARM	2,750,000.00 \$	0.00 \$	2,750,000.00 \$	32,701.25 \$	98.81%
153 - DEO SEWER TO SHRIMP FARM Excess of	\$ 0.00 \$	3,000.00	0.00 \$	(32,701.25) \$	0.00%

For 154 - FDEM STORMWATER MASTERPLAN (154)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
154-00-00-334360 STATE	\$	\$	75,000.00 \$	0.00 \$	100.00%
154-00-00-380010 OTHER SOURCES/TSF			25,000.00	0.00	100.00%
Total GENERAL FUND Revenues			100,000.00	0.00	100.00%
Total OTHER Revenues			100,000.00	0.00	100.00%
Total 154 - FDEM STORMWATER MASTERPLAN	\$	\$	100,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
154-00-00-539310 PROF SERV/ENGINEER	\$	\$	100,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Expenditures			100,000.00	0.00	100.00%
Total OTHER Expenditures			100,000.00	0.00	100.00%
Total 154 - FDEM STORMWATER MASTERPLAN	\$	\$	100,000.00 \$	0.00 \$	100.00%
154 - FDEM STORMWATER MASTERPLAN Excess of	\$ 0.00 \$	0.00	0.00 \$	0.00 \$	0.00%

For 155- SCHOOL HOUSE WINDOW REPLACEMENT (155)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
155-00-00-334700 FRDAP GT REVENUE	212,500.00 \$	0.00 \$	212,500.00 \$	0.00 \$	100.00%
155-00-00-380010 OTHER SOURCES/TSF	62,500.00	0.00	62,500.00	0.00	100.00%
Total GENERAL FUND Revenues	275,000.00	0.00	275,000.00	0.00	100.00%
Total OTHER Revenues	275,000.00	0.00	275,000.00	0.00	100.00%
Total 155- SCHOOL HOUSE WINDOW REPLACEMENT	275,000.00 \$	0.00 \$	275,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
155-00-00-573310 PROFESSIONAL SERVICES	62,500.00 \$	0.00 \$	75,000.00 \$	0.00 \$	100.00%
155-00-00-573630 CAPITAL IMPROVEMENTS	212,500.00	0.00	200,000.00	0.00	100.00%
Total GENERAL FUND Expenditures	275,000.00	0.00	275,000.00	0.00	100.00%
Total OTHER Expenditures	275,000.00	0.00	275,000.00	0.00	100.00%
Total 155- SCHOOL HOUSE WINDOW REPLACEMENT	275,000.00 \$	0.00 \$	275,000.00 \$	0.00 \$	100.00%
155- SCHOOL HOUSE WINDOW REPLACEMENT Excess \$	0.00 \$	0.00	0.00 \$	0.00 \$	0.00%

For 156 - FELLSMERE INN (156)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
156-00-00-332000 ARPA FUNDS	\$		300,000.00 \$	0.00 \$	100.00%
156-00-00-380010 OTHER SOURCES/TSF	200,000.00	0.00	0.00	0.00	0.00%
Total GENERAL FUND Revenues	200,000.00	0.00	300,000.00	0.00	100.00%
Total OTHER Revenues	200,000.00	0.00	300,000.00	0.00	100.00%
Total 156 - FELLSMERE INN Revenues	200,000.00 \$	0.00 \$	300,000.00 \$	0.00 \$	100.00%
Expenditures					
OTHER Expenditures					
GENERAL FUND Expenditures					
156-00-00-573310 PROFESSIONAL SERVICES	50,000.00 \$	0.00 \$	0.00 \$	0.00 \$	0.00%
156-00-00-573630 CAPITAL IMPROVEMENTS	150,000.00	0.00	300,000.00	0.00	100.00%
Total GENERAL FUND Expenditures	200,000.00	0.00	300,000.00	0.00	100.00%
Total OTHER Expenditures	200,000.00	0.00	300,000.00	0.00	100.00%
Total 156 - FELLSMERE INN Expenditures	200,000.00 \$	0.00 \$	300,000.00 \$	0.00 \$	100.00%

156 - FELLSMERE INN Excess of Revenues Over	\$	0.00	\$	0.00	\$	0.00	\$	0.00%
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For 159 -USDA COMM. FAC VEH& EQUIP EXPENDITURES (159)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number		Previous YTD Budget		Previous YTD Actual		Annual Budget		YTD Actual		Remaining Budget %
Revenues										
OTHER Revenues										
GENERAL FUND Revenues										
159-00-00-331490	STATE GRANT - OTHER TRANS	\$				48,224.00	\$	0.00	\$	100.00%
159-00-00-380010	OTHER SOURCES/TSF					146,776.00		0.00		100.00%
Total GENERAL FUND Revenues						195,000.00		0.00		100.00%
Total OTHER Revenues						195,000.00		0.00		100.00%
Total 159 -USDA COMM. FAC VEH& EQUIP		\$	\$			195,000.00	\$	0.00	\$	100.00%

Expenditures										
OTHER Expenditures										
GENERAL FUND Expenditures										
159-00-00-541630	IMPRO. OTHER THAN BLDGS.	\$				195,000.00	\$	0.00	\$	100.00%
Total GENERAL FUND Expenditures						195,000.00		0.00		100.00%
Total OTHER Expenditures						195,000.00		0.00		100.00%
Total 159 -USDA COMM. FAC VEH& EQUIP		\$	\$			195,000.00	\$	0.00	\$	100.00%

159 -USDA COMM. FAC VEH& EQUIP EXPENDITURES	\$	0.00	\$	0.00	\$	0.00	\$	0.00	\$	0.00%
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For 160 - USDA WATER YARD IMPROVEMENTS (160)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number		Previous YTD Budget		Previous YTD Actual		Annual Budget		YTD Actual		Remaining Budget %
Revenues										
OTHER Revenues										
GENERAL FUND Revenues										
160-00-00-332000	ARPA FUNDS	\$	\$			100,000.00	\$	0.00	\$	100.00%
160-00-00-380010	OTHER SOURCES/TSF					200,000.00		0.00		100.00%
Total GENERAL FUND Revenues						300,000.00		0.00		100.00%
Total OTHER Revenues						300,000.00		0.00		100.00%
Total 160 - USDA WATER YARD IMPROVEMENTS		\$	\$			300,000.00	\$	0.00	\$	100.00%

Expenditures										
OTHER Expenditures										
GENERAL FUND Expenditures										
160-00-00-536310	PROFESSIONAL SERVICES	\$	\$			15,000.00	\$	0.00	\$	100.00%
160-00-00-536630	OTHER SOURCES/TSF					285,000.00		0.00		100.00%
Total GENERAL FUND Expenditures						300,000.00		0.00		100.00%
Total OTHER Expenditures						300,000.00		0.00		100.00%

Total 160 - USDA WATER YARD IMPROVEMENTS	\$	\$	300,000.00	\$	0.00	\$	100.00%	
160 - USDA WATER YARD IMPROVEMENTS Excess of	\$	0.00	\$	0.00	\$	0.00	\$	0.00%

*For 161-PD/PW Building Hardening. (161)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
161-00-00-380010 OTHER SOURCES/TSF	\$	\$		250,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Revenues				250,000.00	0.00	100.00%
Total OTHER Revenues				250,000.00	0.00	100.00%
Total 161-PD/PW Building Hardening. Revenues	\$	\$		250,000.00 \$	0.00 \$	100.00%
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
161-00-00-541310 PROFESSIONAL SERVICES	\$	\$		0.00 \$	167,119.11 \$	0.00%
161-00-00-541620 CAPITAL OUTLAY/ BUILDING				250,000.00	0.00	100.00%
161-00-00-541650 CIP/LOCAL OPTION GAS TAX				0.00	856.10	0.00%
Total GENERAL FUND Expenditures				250,000.00	167,975.21	32.81%
Total OTHER Expenditures				250,000.00	167,975.21	32.81%
Total 161-PD/PW Building Hardening. Expenditures	\$	\$		250,000.00 \$	167,975.21 \$	32.81%
161-PD/PW Building Hardening. Excess of Revenues	\$	0.00 \$	0.00	0.00 \$	(167,975.21) \$	0.00%

*For 162- STORMWATER GREENWAY (162)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
162-00-00-380010 OTHER SOURCES/TSF	\$	\$	70,000.00	\$	0.00	\$ 100.00%
Total GENERAL FUND Revenues			70,000.00		0.00	100.00%
Total OTHER Revenues			70,000.00		0.00	100.00%
Total 162- STORMWATER GREENWAY Revenues	\$	\$	70,000.00	\$	0.00	\$ 100.00%
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
162-00-00-538310 PROF SERV/ENGINEER	\$	\$	0.00	\$	16,520.00	\$ 0.00%
162-00-00-538630 DRAINAGE AND PAVING			70,000.00		0.00	100.00%
Total GENERAL FUND Expenditures			70,000.00		16,520.00	76.40%

Total OTHER Expenditures				70,000.00	16,520.00	76.40%
Total 162- STORMWATER GREENWAY Expenditures	\$	\$		70,000.00	16,520.00	76.40%
162- STORMWATER GREENWAY Excess of Revenues	\$	0.00	\$ 0.00	0.00	(16,520.00)	0.00%

For 163 - SPECIAL PROJECTS FUND (163)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
163-00-00-369140	MISC REVENUE - JOHNNY	0.00	\$ 0.00	30,000.00	\$ 0.00	100.00%
163-00-00-369160	MISC REV/FELLSMERE	38,000.00	0.00	12,914.00	0.00	100.00%
163-00-00-369170	MISC REVENUE/FELLS REC	15,000.00	0.00	10,000.00	0.00	100.00%
163-00-00-369190	SIDEWALK FUND	16,000.00	0.00	20,000.00	14,018.16	29.91%
Total GENERAL FUND Revenues		69,000.00	0.00	72,914.00	14,018.16	80.77%
Total OTHER Revenues		69,000.00	0.00	72,914.00	14,018.16	80.77%
Total 163 - SPECIAL PROJECTS FUND Revenues		69,000.00	\$ 0.00	72,914.00	\$ 14,018.16	80.77%
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
163-00-00-539310	PROF SERV/ENGINEER	0.00	\$ 0.00	0.00	\$ 14,918.16	0.00%
163-00-00-539311	LEGAL	0.00	671.00	0.00	1,621.50	0.00%
163-00-00-539370	CONTINGENCY	57,000.00	0.00	60,000.00	0.00	100.00%
163-00-00-539527	ARBOR FEE USE	12,000.00	14,745.82	12,914.00	63,684.98	(393.15%)
Total GENERAL FUND Expenditures		69,000.00	15,416.82	72,914.00	80,224.64	(10.03%)
Total OTHER Expenditures		69,000.00	15,416.82	72,914.00	80,224.64	(10.03%)
Total 163 - SPECIAL PROJECTS FUND Expenditures		69,000.00	\$ 15,416.82	72,914.00	\$ 80,224.64	(10.03%)
163 - SPECIAL PROJECTS FUND Excess of Revenues	\$	0.00	\$ (15,416.82)	0.00	\$ (66,206.48)	0.00%

For 166 - COMMUNITY REDEVELOPMENT AGENCY FUND (166)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
166-00-00-361000	INTEREST EARNINGS	0.00	\$ 37.68	0.00	\$ 1,002.85	0.00%
166-00-00-369000	OTHER MISC REVENUES	20,500.00	20,693.83	22,000.00	32,645.85	(48.39%)
166-00-00-381001	INTERGOVERNMENTAL	27,500.00	31,048.62	35,000.00	48,981.20	(39.95%)
166-00-00-389900	OTHER NONOPERATING	0.00	0.00	100,000.00	0.00	100.00%
Total GENERAL FUND Revenues		48,000.00	51,780.13	157,000.00	82,629.90	47.37%
Total OTHER Revenues		48,000.00	51,780.13	157,000.00	82,629.90	47.37%

Total 166 - COMMUNITY REDEVELOPMENT AGENCY	48,000.00 \$	51,780.13 \$	157,000.00 \$	82,629.90 \$	47.37%
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Expenditures

OTHER Expenditures

GENERAL FUND Expenditures

166-00-00-515310	PROF SERV/ENGINEER	6,000.00 \$	10,895.00 \$	6,000.00 \$	5,010.00 \$	16.50%
166-00-00-515311	LEGAL	3,000.00	1,958.00	3,000.00	3,746.00	(24.87%)
166-00-00-515313	CONSULTANT	4,000.00	1,797.33	14,000.00	372.58	97.34%
166-00-00-515320	AUDITING	712.00	0.00	712.00	0.00	100.00%
166-00-00-515340	CONTRACTUAL SERVICES	0.00	220.00	100,000.00	0.00	100.00%
166-00-00-515370	CONTINGENCY	19,718.00	0.00	9,718.00	0.00	100.00%
166-00-00-515411	TELEPHONE	1,200.00	613.44	1,200.00	767.69	36.03%
166-00-00-515431	ELECTRIC	600.00	1,143.14	600.00	1,286.32	(114.39%)
166-00-00-515433	WATER	190.00	166.41	190.00	190.75	(0.39%)
166-00-00-515434	WASTEWATER CHARGE	310.00	304.40	310.00	348.64	(12.46%)
166-00-00-515435	STORMWATER FEE	50.00	51.50	50.00	59.85	(19.70%)

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
166-00-00-515461	R & M BUILDING	300.00	0.00	300.00	0.00	100.00%
166-00-00-515462	R & M EQUIPMENT	300.00	70.00	300.00	0.00	100.00%
166-00-00-515490	OTHER CURRENT	5,000.00	2,000.00	5,000.00	2,000.00	60.00%
166-00-00-515491	BANK CHARGES	50.00	0.00	50.00	0.00	100.00%
166-00-00-515496	COUNTY LAND FILL	70.00	77.75	70.00	90.07	(28.67%)
166-00-00-515520	OPERATING SUPPLIES	500.00	218.50	500.00	0.00	100.00%
166-00-00-515540	BOOKS, PUB, SUBS &	0.00	175.00	0.00	175.00	0.00%
166-00-00-515620	CAPITAL OUTLAY BUILDING	6,000.00	0.00	15,000.00	0.00	100.00%
166-00-00-515630	DRAINAGE AND PAVING	0.00	8,993.25	0.00	0.00	0.00%
166-00-00-541461	R & M BUILDING	0.00	533.00	0.00	499.00	0.00%
Total GENERAL FUND Expenditures		48,000.00	29,216.72	157,000.00	14,545.90	90.74%
Total OTHER Expenditures		48,000.00	29,216.72	157,000.00	14,545.90	90.74%
Total 166 - COMMUNITY REDEVELOPMENT AGENCY		48,000.00 \$	29,216.72 \$	157,000.00 \$	14,545.90 \$	90.74%

166 - COMMUNITY REDEVELOPMENT AGENCY FUND	\$	0.00 \$	22,563.41	0.00 \$	68,084.00 \$	0.00%
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For 259 S PINE AREA (167)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
167-00-00-380010	OTHER SOURCES/TSF	\$	\$	30,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Revenues				30,000.00	0.00	100.00%
Total OTHER Revenues				30,000.00	0.00	100.00%
Total 259 S PINE AREA Revenues	\$	\$		30,000.00 \$	0.00 \$	100.00%

Expenditures

OTHER Expenditures

GENERAL FUND Expenditures

167-00-00-538630	DRAINAGE AND PAVING	\$	\$	30,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Expenditures				30,000.00	0.00	100.00%

Total OTHER Expenditures			30,000.00	0.00	100.00%
Total 259 S PINE AREA Expenditures	\$	\$	30,000.00 \$	0.00 \$	100.00%
259 S PINE AREA Excess of Revenues Over	\$	0.00 \$	0.00	0.00 \$	0.00%

*For 168- STATE STREET RESERVOIR (168)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number	Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
OTHER Revenues					
GENERAL FUND Revenues					
168-00-00-380010 OTHER SOURCES/TSF	\$	\$	70,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Revenues			70,000.00	0.00	100.00%
Total OTHER Revenues			70,000.00	0.00	100.00%
Total 168- STATE STREET RESERVOIR Revenues	\$	\$	70,000.00 \$	0.00 \$	100.00%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %	
Expenditures							
OTHER Expenditures							
GENERAL FUND Expenditures							
168-00-00-538310	PROF SERV/ENGINEER	\$	\$	0.00 \$	30,442.55 \$	0.00%	
168-00-00-538630	DRAINAGE AND PAVING			70,000.00	0.00	100.00%	
Total GENERAL FUND Expenditures				70,000.00	30,442.55	56.51%	
Total OTHER Expenditures				70,000.00	30,442.55	56.51%	
Total 168- STATE STREET RESERVOIR Expenditures		\$	\$	70,000.00 \$	30,442.55 \$	56.51%	
168- STATE STREET RESERVOIR Excess of Revenues		\$	0.00 \$	0.00	0.00 \$	(30,442.55) \$	0.00%

*For 169- RAIL TRAIL -N BROADWAY TO STATE PARK (169)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
169-00-00-380010 OTHER SOURCES/TSF	\$	\$		70,000.00 \$	0.00 \$	100.00%
Total GENERAL FUND Revenues				70,000.00	0.00	100.00%
Total OTHER Revenues				70,000.00	0.00	100.00%
Total 169- RAIL TRAIL -N BROADWAY TO STATE PARK	\$	\$		70,000.00 \$	0.00 \$	100.00%

Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
169-00-00-541310	PROFESSIONAL SERVICES	\$		\$	0.00	\$ 17,291.50 0.00%
169-00-00-541630	IMPRO. OTHER THAN BLDGS.				70,000.00	0.00 100.00%
169-00-00-549310	PROF SERV/ENGINEER				0.00	13,345.00 0.00%
Total GENERAL FUND Expenditures					70,000.00	30,636.50 56.23%
Total OTHER Expenditures					70,000.00	30,636.50 56.23%

Total 169- RAIL TRAIL -N BROADWAY TO STATE PARK	\$		70,000.00	\$	30,636.50	\$	56.23%
169- RAIL TRAIL -N BROADWAY TO STATE PARK Excess	\$	0.00	0.00	\$	(30,636.50)	\$	0.00%

*For HURRICANE IAN (170)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
170-00-00-380010	OTHER SOURCES/TSF	\$	\$	30,000.00	0.00	100.00%
Total GENERAL FUND Revenues				30,000.00	0.00	100.00%
Total OTHER Revenues				30,000.00	0.00	100.00%
Total HURRICANE IAN Revenues		\$	\$	30,000.00	0.00	100.00%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
170-00-00-541630	IMPRO. OTHER THAN BLDGS.	\$	\$	30,000.00	0.00	100.00%
Total GENERAL FUND Expenditures				30,000.00	0.00	100.00%
Total OTHER Expenditures				30,000.00	0.00	100.00%
Total HURRICANE IAN Expenditures		\$	\$	30,000.00	0.00	100.00%
HURRICANE IAN Excess of Revenues Over Expenditures		\$	\$	0.00	0.00	0.00%

*For 401 - WATER DEPARTMENT FUND (401)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
401-00-00-324210	IMPACT FEE / RESIDENTIAL	8,000.00	4,430.98	15,000.00	9,470.35	36.86%
401-00-00-324220	IMPACT FEE / COMMERCIAL	60,000.00	0.00	60,000.00	1,630.00	97.28%
401-00-00-331390	FEDERAL GRANT-OTHER	0.00	0.00	0.00	495,735.77	0.00%
401-00-00-343300	- WATER UTILITY REVENUE	949,636.00	792,952.27	1,026,001.00	838,429.70	18.28%
401-00-00-343301	- WATER LATE FEE \$2	10,650.00	8,371.00	7,884.00	12,015.00	(52.40%)
401-00-00-343302	- WATER TURN OFF/ON FEE	19,665.00	12,421.66	12,760.00	18,566.06	(45.50%)
401-00-00-343910	- WATER IMPACT FEE (R&R)	0.00	0.00	0.00	1,630.00	0.00%
401-00-00-343920	- FIRE FLOW CHARGE	13,480.00	8,611.20	9,001.00	9,000.81	0.00%
401-00-00-349000	- OTHER CHARGES FOR	0.00	388.00	450.00	0.00	100.00%
401-00-00-361000	- INTEREST EARNINGS	20.00	1,101.33	1,805.00	9,096.65	(403.97%)
401-00-00-361500	INTEREST INCOME - M/M	15,293.00	833.31	1,063.00	11,061.73	(940.61%)
401-00-00-362000	RENTS AND ROYALTIES	35,873.00	34,367.36	20,000.00	61,472.89	(207.36%)

401-00-00-369000	- OTHER MISCELLANEOUS	73,000.00	27,723.87	40,000.00	14,561.71	63.60%
401-00-00-369999	- MISC REV/CASH OVER/SHORT	0.00	(17.33)	0.00	9.42	0.00%
401-00-00-389500	OTHER NON	0.00	0.00	540,000.00	0.00	100.00%
Total GENERAL FUND Revenues		1,185,617.00	891,183.65	1,733,964.00	1,482,680.09	14.49%
Total OTHER Revenues		1,185,617.00	891,183.65	1,733,964.00	1,482,680.09	14.49%

WASTEWATER Revenues

GENERAL FUND Revenues						
401-01-00-324210	IMPACT FEE / RESIDENTIAL	5,000.00	194.08	81,000.00	242.96	99.70%
401-01-00-324220	IMPACT FEE / COMMERCIAL	5,000.00	0.00	22,500.00	0.00	100.00%
401-01-00-343500	WASTEWATER UTILITY	398,285.00	317,183.05	406,788.00	308,878.75	24.07%
401-01-00-343501	WASTEWATER LATE FEE	1,459.00	1,623.00	1,476.00	2,410.00	(63.28%)
401-01-00-369000	OTHER MISC REVENUES	2,000.00	0.00	2,000.00	2,813.57	(40.68%)
Total GENERAL FUND Revenues		411,744.00	319,000.13	513,764.00	314,345.28	38.82%
Total WASTEWATER Revenues		411,744.00	319,000.13	513,764.00	314,345.28	38.82%
Total 401 - WATER DEPARTMENT FUND Revenues		1,597,361.00 \$	1,210,183.78 \$	2,247,728.00 \$	1,797,025.37 \$	20.05%

Expenditures

OTHER Expenditures

GENERAL FUND Expenditures						
401-00-00-533120	- REGULAR SALARIES AND	176,041.00 \$	131,263.66 \$	299,131.00 \$	167,562.78 \$	43.98%
401-00-00-533140	- OVERTIME	7,373.39	79.89	8,064.00	400.31	95.04%
401-00-00-533210	- FICA/SS	11,153.00	8,227.10	19,046.00	10,843.00	43.07%
401-00-00-533212	- FICA/MEDICARE	2,608.00	1,924.21	4,454.00	2,535.90	43.06%
401-00-00-533220	- ICMA/RETIREMENT	22,885.00	15,946.39	26,537.00	11,298.51	57.42%
401-00-00-533221	ICMA 401A			12,350.00	9,975.00	19.23%
401-00-00-533230	- HEALTH INSURANCE	47,435.78	23,662.49	62,655.00	29,620.41	52.72%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
401-00-00-533235	- LIFE INSURANCE	794.20	293.97	676.00	363.00	46.30%
401-00-00-533236	- DENTAL INSURANCE	988.00	607.14	1,235.00	758.10	38.62%
401-00-00-533237	- VISION INSURANCE	186.63	114.78	233.00	143.31	38.49%
401-00-00-533238	HEALTH REIMBURSEMENT	15,000.00	29,088.48	27,000.00	8,481.27	68.59%
401-00-00-533240	- WORKERS COMPENSATION	163.00	3,794.49	2,346.00	3,692.20	(57.38%)
401-00-00-533310	- PROFESSIONAL SERVICES	8,000.00	16,436.00	8,000.00	21,808.20	(172.60%)
401-00-00-533311	- LEGAL WATER	10,000.00	9,600.21	10,000.00	11,799.85	(18.00%)
401-00-00-533315	MEDICAL	0.00	69.00	0.00	75.00	0.00%
401-00-00-533320	- AUDITING	5,700.00	6,239.98	5,700.00	6,555.26	(15.00%)
401-00-00-533340	- CONTRACTUAL SERVICES	10,000.00	57,095.47	610,000.00	43,772.61	92.82%
401-00-00-533370	- CONTINGENCY	25,768.00	0.00	25,771.00	0.00	100.00%
401-00-00-533400	- TRAVEL & PER DIEM	200.00	0.00	200.00	346.66	(73.33%)
401-00-00-533410	- POSTAGE	3,748.00	2,622.57	3,748.00	3,344.58	10.76%
401-00-00-533411	- TELEPHONE	8,702.00	2,818.36	8,702.00	3,204.76	63.17%
401-00-00-533431	- ELECTRIC	25,000.00	29,161.94	25,000.00	29,136.78	(16.55%)
401-00-00-533433	WATER	500.00	279.30	500.00	263.30	47.34%
401-00-00-533435	STORMWATER FEE	200.00	360.50	200.00	418.95	(109.48%)
401-00-00-533440	- RENTALS AND LEASES	7,500.00	1,197.00	982.00	641.60	34.66%
401-00-00-533450	- INSURANCE	11,188.00	9,543.00	22,843.00	9,793.21	57.13%
401-00-00-533460	- REPAIR/MAINTENANCE	0.00	296.00	0.00	545.00	0.00%
401-00-00-533461	- R & M BUILDING	3,500.00	11,678.04	3,500.00	20,471.16	(484.89%)
401-00-00-533462	- R & M EQUIPMENT	10,000.00	55,996.63	10,000.00	344,993.39	(3349.93%)
401-00-00-533463	- R & M VEHICLE	4,500.00	1,469.30	4,500.00	2,583.48	42.59%
401-00-00-533464	- R & M OTHER	3,000.00	384.99	3,000.00	0.00	100.00%
401-00-00-533469	- REPAIR MAINTENANCE	0.00	0.00	0.00	277,187.23	0.00%
401-00-00-533481	- LEGAL ADS	1,000.00	0.00	1,000.00	0.00	100.00%
401-00-00-533490	- CURRENT EXPENSES/MISC	1,500.00	3,893.75	1,500.00	2,303.20	(53.55%)
401-00-00-533491	- BANK SERVICE CHARGES	200.00	8,706.74	200.00	12,711.26	(6255.63%)
401-00-00-533492	- COURT RECORDINGS	1,000.00	220.00	1,000.00	59.20	94.08%
401-00-00-533496	- COUNTY LANDFILL FEE	1,000.00	260.40	1,000.00	141.59	85.84%
401-00-00-533499	- FRANCHISE FEE PAYMENT	56,978.00	47,494.40	61,560.00	66,320.51	(7.73%)
401-00-00-533510	- OFFICE SUPPLIES	1,200.00	0.00	1,200.00	0.00	100.00%

401-00-00-533520	- OPERATING SUPPLIES	26,500.00	14,910.46	26,500.00	39,963.07	(50.80%)
401-00-00-533522	- CLOTHING/NIFORMS	1,300.00	1,019.74	1,300.00	1,025.44	21.12%
401-00-00-533525	- GAS/FUEL/OIL	4,500.00	4,026.15	4,500.00	3,221.92	28.40%
401-00-00-533540	- BOOKS, PUB,SUBS &	1,000.00	1,787.45	1,000.00	1,430.20	(43.02%)
401-00-00-533541	- TRAINING & EDUCATION	3,500.00	0.00	3,500.00	660.00	81.14%
401-00-00-533590	- DEPR EXP/WATER	136,000.00	281.30	161,251.00	0.00	100.00%
401-00-00-533630	- IMPROVEMENTS OTHER	57,935.00	0.00	0.00	0.00	0.00%
401-00-00-533640	- CAPITAL	173,000.00	0.00	135,000.00	0.00	100.00%
401-00-00-533710	- DEBT SERVICE PRINCIPAL	72,010.00	0.00	37,171.00	18,773.50	49.49%
401-00-00-533720	- DEBT SERVICE INTEREST	52,206.00	61,737.67	6,884.00	32,754.73	(375.81%)
401-00-00-533730	OTHER DEBT SRV COST	0.00	7,460.33	0.00	11,018.00	0.00%
401-00-00-533911	- TRANSFER (G&A)	173,557.00	144,630.00	161,339.00	134,465.00	16.66%
401-00-00-533913	TSF TO OTHER FUNDS	2,443.00	2,040.00	14,661.00	12,220.00	16.65%
Total GENERAL FUND Expenditures		1,188,963.00	718,719.28	1,826,939.00	1,359,682.43	25.58%
Total OTHER Expenditures		1,188,963.00	718,719.28	1,826,939.00	1,359,682.43	25.58%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
WASTEWATER Expenditures						
GENERAL FUND Expenditures						
401-01-00-535310	PROF SER/ENG	3,000.00	0.00	3,000.00	19.30	99.36%
401-01-00-535311	LEGAL/SEWER	500.00	0.00	500.00	0.00	100.00%
401-01-00-535313	CONSULTANT	500.00	0.00	500.00	0.00	100.00%
401-01-00-535320	AUDITING	2,375.00	0.00	2,375.00	0.00	100.00%
401-01-00-535340	CONTRACTUAL	5,594.00	4,345.00	5,594.00	3,950.00	29.39%
401-01-00-535370	CONTINGENCY	700.00	0.00	700.00	0.00	100.00%
401-01-00-535410	POSTAGE	1,320.00	955.76	1,320.00	997.05	24.47%
401-01-00-535411	TELEPHONE	1,700.00	1,231.76	1,700.00	1,236.56	27.26%
401-01-00-535431	ELECTRIC	3,200.00	4,218.59	3,200.00	4,643.61	(45.11%)
401-01-00-535433	WATER	200.00	166.41	200.00	190.75	4.63%

401 - WATER DEPARTMENT FUND Excess of Revenues \$	0.00 \$	237,415.39	0.00 \$	183,852.39 \$	0.00%
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Previous YTD	Previous YTD	Annual	YTD	Remaining
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Account Number		Budget	Actual	Budget	Actual	Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
403-00-00-316000	BUSINESS TAX RECEIPT	27,500.00 \$	21,007.50 \$	20,000.00 \$	19,537.00 \$	2.32%
403-00-00-316100	BUSINESS TAX RECEIPT -	500.00	550.19	500.00	1,266.70	(153.34%)
403-00-00-322000	- BUILDING PERMITS-PLAN	43,680.00	39,702.71	40,000.00	85,450.48	(113.63%)
403-00-00-322010	BUILDING PERMITS	57,772.00	42,126.75	60,000.00	56,898.62	5.17%
403-00-00-322020	ELECTRICAL PERMITS	4,544.00	4,864.60	5,000.00	5,578.65	(11.57%)
403-00-00-322025	GAS PERMITS	0.00	77.50	0.00	83.40	0.00%
403-00-00-322030	MECHANICAL PERMITS	641.00	1,934.00	0.00	4,231.60	0.00%
403-00-00-322040	PLUMBING PERMITS	3,782.00	1,559.00	2,500.00	3,227.80	(29.11%)
403-00-00-322050	TREE CLEARING PERMITS	2,572.00	0.00	2,500.00	0.00	100.00%
403-00-00-322060	D/W CULVERT PERMITS	0.00	0.00	0.00	150.00	0.00%
403-00-00-322070	RENTAL PROPERTY	111.00	0.00	2,500.00	0.00	100.00%
403-00-00-322100	FIRE SAFETY PERMIT	2,276.00	515.00	2,500.00	0.00	100.00%
403-00-00-322900	DOUBLE PERMIT FEES	1,344.00	1,328.00	500.00	1,189.33	(137.87%)
403-00-00-322950	OTHER PERMITS	13,062.00	4,531.00	5,000.00	5,138.95	(2.78%)
403-00-00-329000	OTHER	0.00	500.00	0.00	5,232.14	0.00%
403-00-00-329050	TREE CLEARING APPL REVIEW	500.00	1,655.00	500.00	150.00	70.00%
403-00-00-329060	DRIVEWAY / CULVERT	3,350.00	6,067.85	5,000.00	5,765.89	(15.32%)
403-00-00-329110	BUILDING APP FEE	0.00	57.26	0.00	0.00	0.00%
403-00-00-329120	- VARIANCE FEES	500.00	3,300.00	3,500.00	0.00	100.00%
403-00-00-329150	- SITE PLAN REVIEW	0.00	32,662.50	0.00	3,250.00	0.00%
403-00-00-329160	- SITE PLAN APPROVAL	54,050.00	11,142.86	154,000.00	12,300.00	92.01%
403-00-00-329170	CONCURRENCY REVIEW	7,500.00	2,500.00	10,000.00	2,000.00	80.00%
403-00-00-329200	OTHER PERMITS & FEES	46,250.00	6,615.39	128,000.00	17,649.41	86.21%
403-00-00-329250	DOUBLE PERMIT FEES	0.00	75.00	150.00	0.00	100.00%
403-00-00-329300	FIRE SAFETY PERMIT	0.00	110.00	0.00	500.00	0.00%
403-00-00-329900	- MICRO FICHE FEE	0.00	1,984.53	2,000.00	3,855.05	(92.75%)
403-00-00-334900	STATE GRANT/OTHER	0.00	0.00	150.00	0.00	100.00%
403-00-00-335140	- MOBILE HOME LICENSES	0.00	151.25	150.00	232.50	(55.00%)
403-00-00-335150	- ALCOHOLIC BEVERAGE	2,004.00	1,405.39	2,000.00	1,454.34	27.28%
403-00-00-342900	- OTHER PUBLIC SAFETY	89.00	135.39	100.00	234.43	(134.43%)
403-00-00-354100	- VIOLATION OF LOCAL ORD.	8,500.00	8,303.48	10,000.00	7,618.89	23.81%
403-00-00-361000	INTEREST EARNINGS	36.00	0.00	0.00	623.70	0.00%
403-00-00-369100	- MISCELLANEOUS (CDD)	2,330.00	7,403.44	40,000.00	9,563.11	76.09%
403-00-00-369105	MISCELLANEOUS REVENUE-	35,000.00	25,840.50	100,000.00	30,790.20	69.21%
403-00-00-369300	OTHER MISC REVENUE/IRC	1,937.00	597.00	0.00	1,012.00	0.00%
403-00-00-369999	MISC REV/CASH	38.00	0.00	0.00	(7.00)	0.00%

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
403-00-00-382000	- TRANS/GENERAL FUND	44,000.00	36,670.00	44,000.00	36,670.00	16.66%
403-00-00-382400	TRANS IN/OT ENSP FUND	7,208.00	6,020.00	36,041.00	30,040.00	16.65%
Total GENERAL FUND Revenues		371,076.00	271,393.09	676,591.00	351,687.19	48.02%
Total OTHER Revenues		371,076.00	271,393.09	676,591.00	351,687.19	48.02%
Total 403 - COMMUNITY DEVELOPMENT FUND		371,076.00 \$	271,393.09 \$	676,591.00 \$	351,687.19 \$	48.02%

*For 403 - COMMUNITY DEVELOPMENT FUND (403)
For the Fiscal Period 2023-10 Ending July 31, 2023*

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
403-00-00-524120	- REGULAR SALARIES AND	75,920.00 \$	53,306.07 \$	70,297.00 \$	54,687.85 \$	22.20%
403-00-00-524130	- OTHER SALARIES &	14,461.00	9,423.71	22,495.00	10,250.50	54.43%
403-00-00-524210	- FICA/SOCIAL SECURITY	5,604.00	3,890.13	5,753.00	4,031.25	29.93%
403-00-00-524212	- FICA/MEDICARE	1,311.00	909.79	1,345.00	942.71	29.91%

403-00-00-524220	- ICMA/RETIREMENT	0.00	6,924.44	9,139.00	7,120.19	22.09%
403-00-00-524221	ICMA/RETIREMENT 401a	9,870.00	0.00	0.00	0.00	0.00%
403-00-00-524230	- HEALTH INSURANCE	15,219.00	5,079.90	15,219.00	5,835.20	61.66%
403-00-00-524235	- LIFE INSURANCE	354.00	199.34	354.00	197.31	44.26%
403-00-00-524236	- DENTAL INSURANCE	247.00	196.17	247.00	194.18	21.38%
403-00-00-524237	- VISION INSURANCE	47.00	37.09	47.00	36.71	21.89%
403-00-00-524238	HEALTH REIMBURSEMENT	6,000.00	66.86	6,000.00	43.38	99.28%
403-00-00-524240	- WORKERS COMPENSATION	192.00	1,616.99	161.00	1,573.40	(877.27%)
403-00-00-524310	- PROFESSIONAL SERVICES	1,000.00	8,237.50	1,000.00	5,344.75	(434.48%)
403-00-00-524311	- LEGAL SERVICES	65,000.00	41,793.77	146,359.00	66,998.15	54.22%
403-00-00-524313	- CONSULTING ENG	2,000.00	0.00	72,657.00	1,750.00	97.59%
403-00-00-524320	- AUDITING	1,900.00	1,673.12	1,900.00	1,757.66	7.49%
403-00-00-524340	CONTRACTUAL SERVICE	117,784.00	90,382.31	225,500.00	168,422.12	25.31%
403-00-00-524400	- TRAVEL AND PER DIEM	0.00	0.00	0.00	503.78	0.00%
403-00-00-524410	- POSTAGE	750.00	537.46	500.00	260.07	47.99%
403-00-00-524411	- TELEPHONE	1,200.00	0.00	0.00	0.00	0.00%
403-00-00-524440	- RENTAL AND LEASE	0.00	513.25	0.00	577.39	0.00%
403-00-00-524450	- INSURANCE	6,337.00	4,289.00	5,368.00	8,618.68	(60.56%)
403-00-00-524462	- R & M EQUIPMENT	500.00	1,695.65	500.00	1,557.35	(211.47%)
403-00-00-524463	- R & M VEHICLE	500.00	430.60	2,000.00	0.00	100.00%
403-00-00-524481	- LEGAL ADVERTISEMENTS	1,980.00	0.00	7,000.00	409.50	94.15%
403-00-00-524490	- OTHER CURRENT CHGS/MISC	150.00	1,469.69	770.00	(422.75)	154.90%
403-00-00-524492	- COURT RECORDINGS	0.00	617.59	0.00	84.50	0.00%
403-00-00-524510	- OFFICE SUPPLIES	500.00	36.06	500.00	0.00	100.00%
403-00-00-524520	- OPERATING SUPPLIES	500.00	2,678.48	500.00	626.33	(25.27%)
403-00-00-524522	CLOTHING/UNIFORMS	0.00	173.70	0.00	144.00	0.00%
403-00-00-524525	- GAS, FUEL AND OIL	500.00	231.86	500.00	33.99	93.20%
403-00-00-524540	- BOOKS,PUB, SUBS &	250.00	0.00	250.00	0.00	100.00%
403-00-00-524541	- TRAINING & EDUCATION	1,000.00	186.81	3,000.00	0.00	100.00%
403-00-00-524640	CAPITAL	0.00	0.00	37,230.00	0.00	100.00%
403-00-00-524910	G&A TRANSFER/GENERAL	40,000.00	33,330.00	40,000.00	33,330.00	16.68%
Total GENERAL FUND Expenditures		371,076.00	269,927.34	676,591.00	374,908.20	44.59%
Total OTHER Expenditures		371,076.00	269,927.34	676,591.00	374,908.20	44.59%
Total 403 - COMMUNITY DEVELOPMENT FUND		371,076.00 \$	269,927.34 \$	676,591.00 \$	374,908.20 \$	44.59%
403 - COMMUNITY DEVELOPMENT FUND Excess of	\$	0.00 \$	1,465.75	0.00 \$	(23,221.01) \$	0.00%

For 404 - STORMWATER UTILITY FUND (404)
For the Fiscal Period 2023-10 Ending July 31, 2023

Account Number		Previous YTD Budget	Previous YTD Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
OTHER Revenues						
GENERAL FUND Revenues						
404-00-00-324210	IMPACT FEE / RESIDENTIAL	16,597.00 \$	21,653.60 \$	16,597.00 \$	18,446.70 \$	(11.14%)
404-00-00-324220	IMPACT FEE / COMMERCIAL	10,000.00	0.00	10,000.00	0.00	100.00%
404-00-00-329200	STORMWATER UTILITY FEE	0.00	89,927.60	0.00	105,122.64	0.00%
404-00-00-329404	STORM WATER UTILITY FEE	110,844.00	0.00	113,608.00	0.00	100.00%
404-00-00-329414	STORMWATER UTILITY LATE	6,552.00	8,419.00	7,790.00	11,970.00	(53.66%)
404-00-00-347400	ADVERTISING SIGN FEES	0.00	0.00	110,000.00	0.00	100.00%
404-00-00-369000	OTHER MISC REVENUES	50.00	41,671.36	50.00	0.00	100.00%
Total GENERAL FUND Revenues		144,043.00	161,671.56	258,045.00	135,539.34	47.47%
Total OTHER Revenues		144,043.00	161,671.56	258,045.00	135,539.34	47.47%
Total 404 - STORMWATER UTILITY FUND Revenues		144,043.00 \$	161,671.56 \$	258,045.00 \$	135,539.34 \$	47.47%
Expenditures						
OTHER Expenditures						
GENERAL FUND Expenditures						
404-00-00-538310	PROF SERV/ENGINEER	6,000.00 \$	12,045.00 \$	6,000.00 \$	14,810.00 \$	(146.83%)
404-00-00-538311	LEGAL	0.00	1,766.75	0.00	0.00	0.00%
404-00-00-538320	AUDITING	1,424.00	2,375.00	1,425.00	2,495.00	(75.09%)
404-00-00-538410	POSTAGE	0.00	2,870.08	0.00	2,927.69	0.00%
404-00-00-538440	RENTAL / LEASES	12,000.00	0.00	10,915.00	0.00	100.00%
404-00-00-538464	OTHER REPAIRS	2,589.00	212.35	3,000.00	0.00	100.00%
404-00-00-538490	OTHER CURRENT CHARGES	0.00	1,448.00	110,000.00	0.00	100.00%
404-00-00-538520	OPERATING SUPPLIES	4,500.00	0.00	4,500.00	0.00	100.00%
404-00-00-538525	FUEL, GAS DIESEL	600.00	712.37	600.00	904.35	(50.73%)
404-00-00-538539	ROW DRAINAGE REPAIR	50,000.00	163.78	50,000.00	0.00	100.00%
404-00-00-538590	DEPRECIATION EXPENSE			4,606.00	0.00	100.00%
404-00-00-538630	DRAINAGE AND PAVING	21,930.00	0.00	22,000.00	0.00	100.00%
404-00-00-538911	TSF (G&A)	41,946.00	34,950.00	29,728.00	24,770.00	16.68%
404-00-00-538913	TSF TO GEN FUND (GRANT	0.00	2,550.00	0.00	12,730.00	0.00%
404-00-00-538919	TSF FOR GRANT ADMIN	3,054.00	0.00	15,271.00	0.00	100.00%
404-00-00-572464	R & M OTHER	0.00	0.00	0.00	131.92	0.00%
Total GENERAL FUND Expenditures		144,043.00	59,093.33	258,045.00	58,768.96	77.23%
Total OTHER Expenditures		144,043.00	59,093.33	258,045.00	58,768.96	77.23%
Total 404 - STORMWATER UTILITY FUND Expenditures		144,043.00 \$	59,093.33 \$	258,045.00 \$	58,768.96 \$	77.23%
404 - STORMWATER UTILITY FUND Excess of Revenues \$		0.00 \$	102,578.23	0.00 \$	76,770.38 \$	0.00%

CITY OF FELLSMERE**Balance Sheet**

July 31, 2023

Assets

001-00-00-101200	CASH IN BANK #3	828,048.14
102-00-00-101200	CASH IN BANK #3	291,690.69
120-00-00-101200	CASH IN BANK #3	(24,690.50)
126-00-00-101200	CASH IN BANK #3	(14,620.75)
129-00-00-101200	CASH IN BANK #3	(50,681.93)
136-00-00-101200	CASH IN BANK #3	4,082.65
137-00-00-101200	CASH IN BANK #3	(2,126.00)
142-00-00-101200	CASH IN BANK #3	(42,128.85)
144-00-00-101200	CASH IN BANK #3	(57,473.83)
146-00-00-101200	CASH IN BANK #3	(14,010.00)
149-00-00-101200	CASH IN BANK #3	(30,363.50)
150-00-00-101200	CASH IN BANK #3	(134,454.50)
152-00-00-101200	CASH IN BANK #3	(91,394.91)
153-00-00-101200	CASH IN BANK #3	(32,701.25)
157-00-00-101200	CASH IN BANK #3	(1,500.00)
161-00-00-101200	CASH IN BANK #3	(167,975.21)
162-00-00-101200	CASH IN BANK #3	(16,520.00)
163-00-00-101200	CASH IN BANK #3	19,569.22
166-00-00-101200	CASH IN BANK #3	201,235.89
168-00-00-101200	CASH IN BANK #3	(30,442.55)
169-00-00-101200	CASH IN BANK #3	(13,345.00)
401-00-00-101200	WATER IMPACT FEE - CASH IN BANK #3	583,754.85
401-01-00-101200	CASH IN BANK #3	(53,097.46)
403-00-00-101200	CASH IN BANK #3	(396,217.20)
404-00-00-101200	CASH IN BANK #3	186,168.10
777-00-00-101200	CASH IN BANK #3	492.05
101-00-00-101201	CASH INFRASTRUCTURE #3	892,431.19
403-00-00-101202	CDD DEPOSITS#3	9,894.00
001-00-02-101203	CASH IN BANK #3 - BEAUT/FELS DAY FUND	4,189.38
401-01-00-101205	CASH IN BANK #3 - W/W IMPACT FEE	85,720.02
404-00-00-101205	CASH IN BANK #3 - STMW IMPACT FEE	90,529.88
401-01-00-101210	CASH IN BANK #3 - W/W DEPOSITS	59,631.60
001-00-00-101211	CASH IN BANK #3 - BMM CONTINGENCY FUND	500,000.00
001-00-00-101212	CASH-RESTRICTED K. MOYLAN	53,850.00
401-00-00-101240	CASH IN BANK #3 - WATER OPR & MAINT.	1,403,565.10
401-00-00-101242	WATER SYSTEM DEPOSIT #3	149,733.15
101-00-00-101246	CASH IN BANK #3 - SINKING FUND RESERVE	94,882.36
401-00-00-101246	CASH IN BANK #3 - SINKING FUND RESERVE	112,811.86
119-00-00-101300	CASH IN BANK 3	376,544.74
401-00-00-101600	W/S I/F (R&R) in MM #3	511,614.63
001-00-00-101611	CONTINGENCY IN MONEY MARKET#3	88,631.79
401-00-00-101646	W/S S/F Reserve in MM #3	9,818.12
001-00-00-102000	PETTY CASH	200.00
001-00-00-102008	PETTY CASH POLICE	100.00
001-00-02-102008	PETTY CASH BEAUTIFICATION	200.00
001-00-00-102113	CASH DRAWER - FINANCE	100.00
401-00-00-102401	CASH DRAWER \$200.00	500.00

CITY OF FELLSMERE**Balance Sheet**

July 31, 2023

403-00-00-102403	CASH DRAWER/COMM DEV. DEP.	100.00
119-00-00-104000	FL-CLASS EQUITY IN POOLED CASH	2,185,804.38
401-00-00-104200	CASH-FLORIDA CLASS-VERIZON	302,493.12
001-00-00-104210	CASH RESTRICTED - VERIZON RENT	653,438.24
001-00-00-115100	ACCOUNTS RECEIVABLE	19,203.79
142-00-00-115100	ACCOUNTS RECEIVABLE	(12,978.50)
401-00-00-115100	ACCOUNTS RECEIVABLE	26,282.27
401-01-00-115100	ACCOUNTS RECEIVABLE	322.50
403-00-00-115100	ACCOUNTS RECEIVABLE	58,091.49
401-00-00-115401	A/R WATER	49,976.64
401-01-00-115402	A/R WASTEWATER	26,532.05
404-00-00-115404	A/R STORMWATER	54,522.15
401-00-00-141001	INVENTORY WATER SYS	76,327.00
660-00-00-151900	DEFERRED COMP INVEST	2,074,874.25
661-00-00-151901	401 INVEST	1,256,998.62
662-00-00-151902	RHS INVESTMENT	1,036,371.49
001-00-00-155019	PREPAID - OTHER	3,521.94
001-19-00-155019	PREPAID - OTHER	4,238.51
001-00-00-155041	PREPAID MAINTENANCE	3,704.50
401-00-00-155061	PREPAID - OTHER	1,503.58
403-00-00-155061	PREPAID OTHER	662.02
403-00-00-161900	LAND	37,859.65
404-00-00-161900	LAND	83,275.36
900-00-00-161900	LAND	7,128,771.11
401-00-00-161940	LAND-WATER SYSTEM	324,563.50
900-00-00-162900	BUILDINGS	5,954,164.75
900-00-00-164900	IMPR/ OTHER THAN BUILDINGS	3,546,205.50
900-00-00-164910	IMPROVEMENTS ROADS/DRAINAGE	13,723,512.89
403-00-00-166900	EQUIPMENT	24,490.23
404-00-00-166900	EQUIPMENT	68,025.76
900-00-00-166900	EQUIPMENT	2,306,647.98
900-00-00-166934	CIP - CDBG PAHSE V11 FUND#114	890,864.25
401-00-00-166940	EQUIPMENT VEHICLE WATER SYSTEM	72,222.29
401-00-00-166941	EQUIPMENT WATER PLANT	2,921,458.73
401-00-00-166942	EQUIPMENT WATER LINES	4,129,878.25
401-00-00-166943	EQUIPMENT WATER TANK	408,813.41
401-01-00-166944	EQUIP-WASTEWATER LINES	2,229,103.95
401-00-00-167900	ACCUM. DEP - EQUIPMENT	(3,068,205.11)
401-01-00-167900	ACCUM DEPR - EQUIPMENT	(788,070.21)
403-00-00-167900	ACCUM. DEP - EQUIPMENT	(24,051.56)
404-00-00-167900	ACCUM DEPR - EQUIPMENT	(18,806.12)
900-00-00-169900	CIP/FDEP/LWCF/WP #128	740,869.46
900-00-00-169901	CIP/FDEP/LWCF #120	97,855.99
900-00-00-169922	CIP/FELLS COMM CENTER #137	2,000.00
900-00-00-169923	CIP/N CYPRESS S/W	4,100.00
900-00-00-169924	CIP / FDOT I-95 CR 512 INTER LOCAL #106	44,640.91
900-00-00-169927	CIP/FDEP RAILTRAIL RTP/PK LAT'L WILLOW #119	12,312.60
900-00-00-169929	CIP-LWCF- HC&J STORMWATER Park #140	106,662.12
900-00-00-169934	CIP-FCT MITIGATION PARCEL 392 ACRES	6,338.50

CITY OF FELLSMERE**Balance Sheet**

July 31, 2023

900-00-00-169935	CIP-TAP S. BROADWAY SIDEWALK	41,923.23
900-00-00-169936	CIP FUND 148	4,287.50
900-00-00-169937	CIP South Regional Lake Phase 2 #129	525,392.02
900-00-00-169938	CIP S. Broadway Sidewalk #142	416,373.10
900-00-00-169939	CIP CDBG Haz Mit NY Pipes #146	57,100.00
900-00-00-169946	CIP CDBG 97 ST Haz Mit Pav to Water PI #150	1,630.50
900-00-00-169947	CIP DOT / TAP NY Sidewalk#152	137,056.79
900-00-00-169949	CIP DEO SEWER TO SHRIMP FARM #153	14,400.00
900-00-00-169950	CIP LL BIODOME & ADA IMPROVEMENTS # 157	78,658.63
900-00-00-169951	CIP/BROADWAY ALLEYWAY PROJECT	3,005.00
900-00-00-169952	CIP PD/PW HARDENING PROJECT	19,800.00
Total		55,473,366.97
Total Assets		\$ 55,473,366.97

Liabilities and Fund Balance

001-00-00-202000	ACCOUNTS PAYABLE	\$ 135,907.77
102-00-00-202000	ACCOUNTS PAYABLE	8,816.65
119-00-00-202000	ACCOUNTS PAYABLE	23,470.78
126-00-00-202000	ACCOUNTS PAYABLE	10,463.25
150-00-00-202000	ACCOUNTS PAYABLE	2,257.00
152-00-00-202000	ACCOUNTS PAYABLE	102,729.95
166-00-00-202000	ACCOUNTS PAYABLE	67.66
169-00-00-202000	ACCOUNTS PAYABLE	17,291.50
401-00-00-202000	ACCOUNTS PAYABLE	94,867.22
401-01-00-202000	ACCOUNTS PAYABLE	14,171.91
403-00-00-202000	ACCOUNTS PAYABLE	20,795.61
401-00-00-203010	NOTES & LOANS PAYABLE CURRENT SRF	82,539.61
401-00-00-203020	NOTES & LOANS PAYABLE CURRENT COMP	55,551.63
101-00-00-203900	DEBT REFUNDING	(2,183,149.00)
401-00-00-203910	NOTES & LOANS PAYABLE - LT SRF	(33,489.08)
401-00-00-203920	NOTES & LOANS PAYABLE L/T COMP	14,123.64
001-00-00-208010	DUE TO FEMA - IRMA	94,906.98
401-00-00-210000	COMPENSATED ABSENCES	6,193.73
403-00-00-210000	COMPENSATED ABSENCES	741.58
401-00-00-215000	ACCRUED INT PAYABLE	28,481.46
401-00-00-220001	WATER SYSTEM DEPOSIT	146,342.55
401-01-00-220002	WASTEWATER DEPOSIT	59,631.60
001-00-00-220100	CLEANING DEPOSITS	1,330.00
403-00-00-223000	DEFERRED REVENUE - A/R	129,241.36
001-00-00-223003	DEFERRED REVENUE - VERIZON RENT	637,327.66
119-00-00-223200	UNEARNED GRANT REVENUE	2,617,869.47
401-00-00-223401	DEFERRED REVENUE / RENT	258,155.73
403-00-00-223403	DEFERRED REVENUE/BTR	1,197.00
001-00-00-229100	DENTAL INSURANCE	426.01
401-00-00-229100	DENTAL INSURANCE	(1,130.40)
403-00-00-229100	DENTAL INSURANCE	90.04

CITY OF FELLSMERE**Balance Sheet**

July 31, 2023

001-00-00-229200	HEALTH INSURANCE	12,845.03
401-00-00-229200	HEALTH INSURANCE	4,720.54
403-00-00-229200	HEALTH INSURANCE	1,046.21
001-00-00-229222	HEALTH REIMBURSEMENT ACCOUNT	(322.43)
401-00-00-229222	HEALTH REIMBURSEMENT ACCOUNT	(72.07)
403-00-00-229222	HEALTH REIMBURSEMENT ACCOUNT	(58.32)
001-00-00-229225	LIFE INSURANCE	261.12
401-00-00-229225	LIFE INSURANCE	(427.98)
403-00-00-229225	LIFE INSURANCE	374.11
001-00-00-229300	MISC DEDUCTION	251.95
401-00-00-229300	MISC DEDUCTION	(38.67)
401-01-00-229402	IRC CAPACITY CHG	18,016.03
403-00-00-229403	OTHER CURRENT LIB/RADO	896.73
001-00-00-229600	VISION INSURANCE	109.30
401-00-00-229600	VISION INSURANCE	(27.38)
403-00-00-229600	VISION INSURANCE	162.22
001-00-00-229700	AFLAC PRE TAX	618.00
001-00-00-229710	AFLAC AFTER TAX	149.92
001-00-00-229720	MUTUAL OF OMAHA POST TAX	(634.59)
401-00-00-229720	MUTUAL OF OMAHA POST TAX	54.23
401-01-00-229900	DEVELOPER PREPAIDS	3,500.00
403-00-00-229900	DEVELOPER PREPAIDS	31,622.52
403-00-00-229999	INDIAN RIVER COUNTY FEES	184.00
401-00-00-232000	REV BONDS PAY/CURRENT	29,550.70
401-00-00-232900	REV BONDS PAYABLE/LT	(391.40)
401-00-00-232901	2022 REV BOND PAYABLE	520,120.45
660-00-00-235900	DEFERRED COMP PAYABLE L/T	2,145,499.14
661-00-00-235901	401 PAYABLE L/T	560,853.12
662-00-00-239902	RHS PAYABLE L/T	521,818.06
403-00-00-271002	FUND BALANCE - RESERVED FOR EQUIPMENT	1,522.55
900-00-00-280000	INVESTMENT IN GFA/GF	5,410,372.43
900-00-00-280010	INVEST IN GFA/INFRASTRUCTURE	7,554,583.39
900-00-00-280100	INVEST IN GFA/SP REV	22,840,774.17
900-00-00-288000	- INVESTMENTS GEN FIXED ASSETS GROUP	57,742.84

Total	42,062,896.79
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Total Liabilities	42,062,896.79
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001-00-00-271001	FUND BALANCE/UNRESERVED	648,232.03
101-00-00-271001	FUND BALANCE/UNRESERVED	1,949,392.78
102-00-00-271001	FUND BALANCE==UNRESERVED	250,401.74
119-00-00-271001	FUND BALANCE/UNRESERVED	7.81
136-00-00-271001	FUND BALANCE/UNRESERVED	4,082.65
163-00-00-271001	FUND BALANCE/UNRESERVED	10,625.39
166-00-00-271001	FUND BALANCE/UNRESERVED	111,169.65
404-00-00-271001	FUND BALANCE/UNRESERVED	302,609.40
777-00-00-271001	FUND BALANCE/UNRESERVED	23.27
660-00-00-271100	EXCESS REV OVER EXP	473,506.95
661-00-00-271100	EXCESS REV OVER EXP	563,063.28

CITY OF FELLSMERE

Balance Sheet

July 31, 2023

662-00-00-271100	EXCESS REV OVER EXP	326,012.64
900-00-00-271100	EXCESS REV OVER EXP	1,100.00
401-00-00-272000	RETAINED EARNINGS	796,916.94
401-01-00-272000	RETAINED EARNINGS	(181,715.73)
403-00-00-272000	RETAINED EARNINGS	(73,997.51)
401-00-00-274000	NET ASSETS, INV IN CAP NET OF DEBT	4,004,223.58
401-01-00-274000	NET ASSETS, INV IN CAP NET OF DEBT	1,787,402.16
403-00-00-274000	NET ASSETS, INV IN CAP NET OF DEBT	11,982.37
401-00-00-275001	NET ASSETS, RESTRICTED, DEBT SVES	450,833.43
401-00-00-275002	NET ASSETS, RESTRICTED, R&R	1,093,866.39
401-01-00-275002	NET ASSETS, RESTRICTED, R&R	47,291.25
401-00-00-275003	NET ASSETS, RESTRICTED, DEPOSITS	88,025.01
401-01-00-275003	NET ASSETS, RESTRICTED, DEPOSITS	27,434.85
401-00-00-276000	NET ASSETS, UNRESTRICTED	311,959.74
401-01-00-276000	NET ASSETS, UNRESTRICTED	(333,280.22)
403-00-00-276000	NET ASSETS, UNRESTRICTED	(391,750.83)
404-00-00-276000	NET ASSETS, UNRESTRICTED	84,335.35
001-00-00-280001	FUND BALANCE - NON-SPENDABLE	21,530.00
777-00-00-281000	FUND BALANCE RESTRICTED	466.06
101-00-00-281101	FUND BALANCE - RESTRICTED	791,314.96
102-00-00-281102	FUND BALANCE - RESTRICTED	95,253.16
163-00-00-281105	FUND BALANCE RESTRICTED - ARBOR FEES	12,914.00
163-00-00-281110	FUND BALANCE RESTRICTED - RECREATION	10,000.00
163-00-00-281115	FUND BALANCE RESTRICTED - KORMAN	250.00
163-00-00-281120	FUND BALANCE RESTRICTED - SIDEWALKS	20,000.00
163-00-00-281125	FUND BALANCE RESTRICTED - W.E. AUSTIN	1,986.31
163-00-00-281130	FUND BALANCE - J PEREZ	30,000.00
166-00-00-281166	FUND BALANCE - RESTRICTED LIBRARY RESTORATION	21,914.58
001-00-00-282001	FUND BALANCE - COMMITTED/BROOKSIDE CEMETERY	56,239.88
001-00-00-284001	FUND BALANCE - UNASSIGNED	676,505.42
Total		14,102,128.74
	Excess of Revenue Over Expenditures	(691,658.56)
Total Fund Balances		13,410,470.18
Total Liabilities and Fund Balances	\$	55,473,366.97

**City Council
Agenda Request Form**

Meeting Date: October 19, 2023

Agenda Item No. 11(a)

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing
<input type="checkbox"/> ORDINANCE ON FIRST READING
<input checked="" type="checkbox"/> GENERAL APPROVAL OF ITEM
<input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION
<input type="checkbox"/> BID/RFP AWARD
<input type="checkbox"/> CONSENT AGENDA |
|--|---|

SUBJECT: Request permission to purchase seven Radar Speed signs from All Traffic Solutions (ATS) to help deter speeding on local roadways.

RECOMMENDED MOTION/ACTION: Approve purchase of signs

Approved by City Manager Maura Matzke **Date:** 10.12.23

Originating Department:	Costs: 24,812.55 Seven signs at \$3,544.65 ea. See attached quote and specs Acct. # ARPA	Attachments: Quote Q-79616 5-page product specifications 12-page pole mount/solar opt. 5-pages of sample data
Department Review: <input type="checkbox"/> City Attorney _____ <input type="checkbox"/> Comm. Dev. _____	<input checked="" type="checkbox"/> Finance _____ <input type="checkbox"/> City Engineer _____ <input checked="" type="checkbox"/> FPD _____	<input type="checkbox"/> Public Works _____ <input checked="" type="checkbox"/> City Clerk _____ <input checked="" type="checkbox"/> City Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone <u> X </u> OR Not applicable in this case _____: Please initial one.

Submittal information: Council meets on the first and third Thursday of each month. Agenda submittal deadline to the City Clerk is 5:00 p.m. of the last and second Wednesday of each month. Therefore, the deadline of the Agenda Request Form to the City Manager shall be the last and second Monday prior to the Wednesday deadline.

Summary Explanation/Background: The police department regularly investigates speeding complaints throughout the city, but on certain roads more than others. Radar speed signs are viewed as an effective means to increase voluntary compliance with speed laws. They also collect traffic data, are solar powered, and offer multiple upgrades should we desire to expand their use. The signs are portable and can be moved from time to time (if necessary) and are compatible with other ATS products such as a portable posts or trailer. The signs will be purchased through Sourcewell 090122-ATS, account #170754 with American Rescue Plan Act (ARPA) funds, so the project not require multiple bids.



**Mail Purchase
Orders to:**

3100 Research Dr.
State College, PA
16801

All Traffic Solutions Inc.
PO Box 221410
Chantilly, VA 20153
Phone: 814-237-9005
Fax: 814-237-9006
DUNS #: 001225114
Tax ID: 25-1887906
CAGE Code: 34FQ5

Contract:
Sourcewell 090122-ATS
Sourcewell Account #:
170754

QUOTE Q-79616

DATE: 08/29/2023

**PAGE
NO:** 1

Questions contact:

MANUFACTURER:

All Traffic Solutions

Dan Hanrahan
(866) 366-6602
x 327
dhanrahan@alltrafficsolutions.co
m

Independent Sales Rep:

BILL TO:

Fellsmere Police Dept (FL)
25 South Cypress St.
Fellsmere, FL 32948

SHIP TO:

Fellsmere Police Dept (FL)
21 S Cypress Street
Fellsmere, FL 32948
Attn: Keith Touchberry

Billing Contact: Keith Touchberry

PAYMENT

TERMS:

Net 30

CUSTOMER: Fellsmere
Police Dept (FL)

CONTACT:(772) 646-6310

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000863	Shield 12B Speed Display; base unit w/ mounting bracket, Can be Upgraded to TrafficCloud	1	\$2,331.00	\$2,331.00
4001299	3 Year Warranty	1	\$0.00	\$0.00
4000519	Traffic Data Collection; stores vehicle statistics locally for later analysis	1	\$500.00	\$500.00
4001816	Integrated Solar pole mount battery kit (Sh12) 11.5Ah batt & solar controller	1	\$557.00	\$557.00
4000659	Solar panel, 50W; includes bracket for pole and harness	1	\$472.50	\$472.50
4000641	Shipping and Handling Common Carrier	1	\$100.00	\$100.00
4001192	Discount - Promotion	1	(\$415.85)	(\$415.85)

Special Notes:

Shield 12B Radar Speed Sign: integrated solar battery Kit with 50W solar panel & 11.5Ah LFP Battery - mount plate - "YOUR SPEED" sign - 400 foot radar range - speed and traffic data collection - onboard controls and USB connection with PC sign manager for sign programming and data collection - shipping and training - 3 year warranty

**SALES
AMOUNT:**

\$3,544.65

**TOTAL
USD:**

\$3,544.65

Duration: This quote is good for 60 days from date of issue.

Shipping Notes: All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.

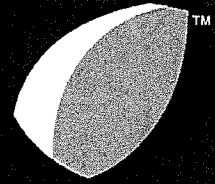
Taxes: Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.

Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

I am authorized to commit my organization to this order. If your organization will be creating a purchase order for this order, please submit purchase order to either of the following: Email: sales@alltrafficsolutions.com or Physical Address: Listed at top of quote.

Signature: _____ Date: _____

Print Name: _____ Title: _____



PRODUCT SPECIFICATIONS:

SHIELD RADAR SPEED DISPLAY - B UNIT

Shield Radar Speed Display

- 3 units to cover any application
 - Shield 12 or 12B: 12" x 6" digits, 112 LED/digit
 - Shield 15 or 15B: 15" x 8" digits, 140 LED/digit
 - SpeedAlert 18: *See SpeedAlert 18 Specification*
- Size, Weight without battery
 - Shield 12: 15.5" x 13.5" x 3.12", 12 lbs
 - Shield 15: 24" x 17" x 3.12", 18 lbs
- **Universal mounting system:** attach to pole, trailer or vehicle hitch mount
- Integral camera for awareness and alert driven images
 - 640 x 480 daylight images (optional in Sh12B, Sh15B)
- Radar: K Band (24.15 GHz), FCC Certified, no license required, +-1mph accuracy, 11 degree square pickup area, 5-105mph (8-150 kph), range: 400'
- Meets MUTCD Specifications

Shield Operation Modes

- **Speed Display:** Display approaching vehicle's speed

Shield Programming Methods

On-board Programming (standard on all units)

- Set speed limit
- Set display mode

ATS PC Sign Manager Local Communication

(PC control/USB connection: Standard with on all signs)

- PC based client software
- Connect to sign via USB or Bluetooth (optional)
- **ATS Android App Local Communication (Optional):**
- Android OS wireless Bluetooth control local to unit
- Android device can be phone or WIFI device with Bluetooth

Local Communication Features (all optional):

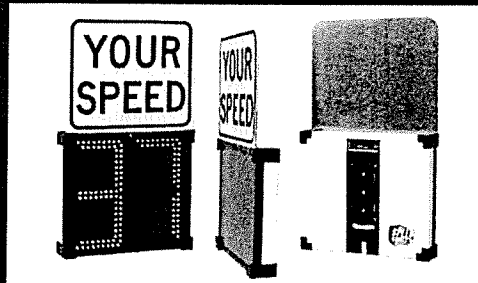
- Create and change modes and settings
- Local data retrieval and management
- Local image retrieval and management from internal camera
- Manage all unit settings
- Based Management (optional)
- All traffic data can be saved for online management and backup
 - Retrieve data and save to TrafficCloud, generate limited reports online from hosted data

Shield Speed Programming

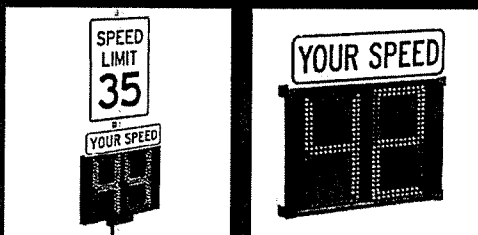
- Configure the following parameters via ATS PC Sign Manager, ATS Android App or TrafficCloud Web-Based Management Service (optional):
 - Speed limit
 - Maximum speed displayed
 - Display on/off/specific mph activation
 - Violator Alert on/off/specific mph activation
 - Radar sensitivity (range)
- Speed limit sign operation
 - Change speed limit up to six times per day
 - Sign flashes when car passing over speed limit, blanks when car over maximum speed displayed

Compatible with these ATS Products

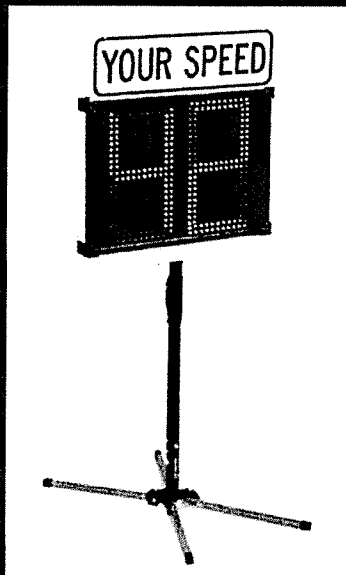
Engineered and manufactured in the United States of America



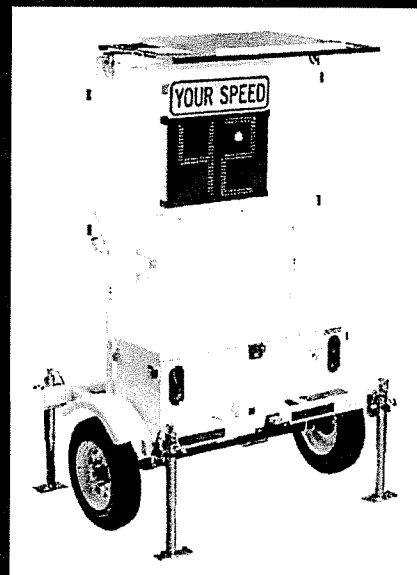
Shield 12



Shield 15 on speed limit sign pole



Shield 15 on portable post



Shield 15 on ATS 5 Trailer

Construction

- "YOUR SPEED" sign
 - o High intensity prismatic reflective background
 - o Shield 12: 15.5" x 13.5"
 - o Shield 15: 24" x 8"
 - o Sign stores for compact storage and protects sign face, thumbscrews and tamper proof hardware included
 - o 3.5" high MUTCD 'C' letters
- **LED pixels:** Amber 595nm, 30-degree viewing angle, 100,000 hrs, black background, (MUTCD compliant)
- Conformal coating on all circuit boards
- Integral handle
- Weatherproof, NEMA 4, IP65 sealed electronics compartment
- Drip proof, vented battery compartments (2)
- 1/4" tinted, non-glare, UV stabilized polycarbonate face
- Entire face removable for service

- Tamper resistant mounting hardware pocket, hardware secured behind enclosure lock
- Aluminum chassis, 14 ga, white powder coat finish, black powder coat front for maximum contrast for digit visibility
- Protective polycarbonate corners also provide guide for YOUR SPEED sign storage
- -40 to 160 F operating temperature range, 95% humidity non-condensing (-20F for Bluetooth communication, 5F for internal camera)

Shield Power

- Power Input, Max:
 - o Shield 12: 12 VDC, 1.1 A, 15 W
 - o Shield 15: 12 VDC, 1.5 A, 20 W
- Power saving circuitry and automatic dimming for ambient light conditions with adjustable dimming range and manual display brightness override

All Shield units can be powered interchangeably with any of the following power options; each unit can be outfitted for power from multiple sources selected in the field.

- **Shield 12 and Shield15:** Capacity for two batteries in unit for extended portable use
 - o 10.2Ah Lithium LFP Battery with built-in short circuit and reverse polarity protection circuitry, 1.5A 12.8 VDC output, 120VAC input automatic charger; Capacity for up to two batteries in unit for extended portable use
 - o Solar panel assist: 40W or 60W solar panel and bracket, Solar controller panel w/18Ah or 26Ah lead acid battery, 6A 120VAC automatic charger optional
 - o 100–220VAC AC power supply (6A 12VDC) in external NEMA 4 enclosure
- **Shield 15 only:** 16Ah Li-Ion LFP battery, for longer unattended portable use, Capacity for up to two batteries in unit for extended portable use
- **Shield 15 on trailer**
 - o Trailer batteries – 100 or 235 Ah, solar option
 - o Auto recovery with solar for low battery

Standard Shield System Components

- Shield Radar Speed Display
- Tamper resistant mounting plate and hardware
- Key
- Web based programming software for PC control with USB cable

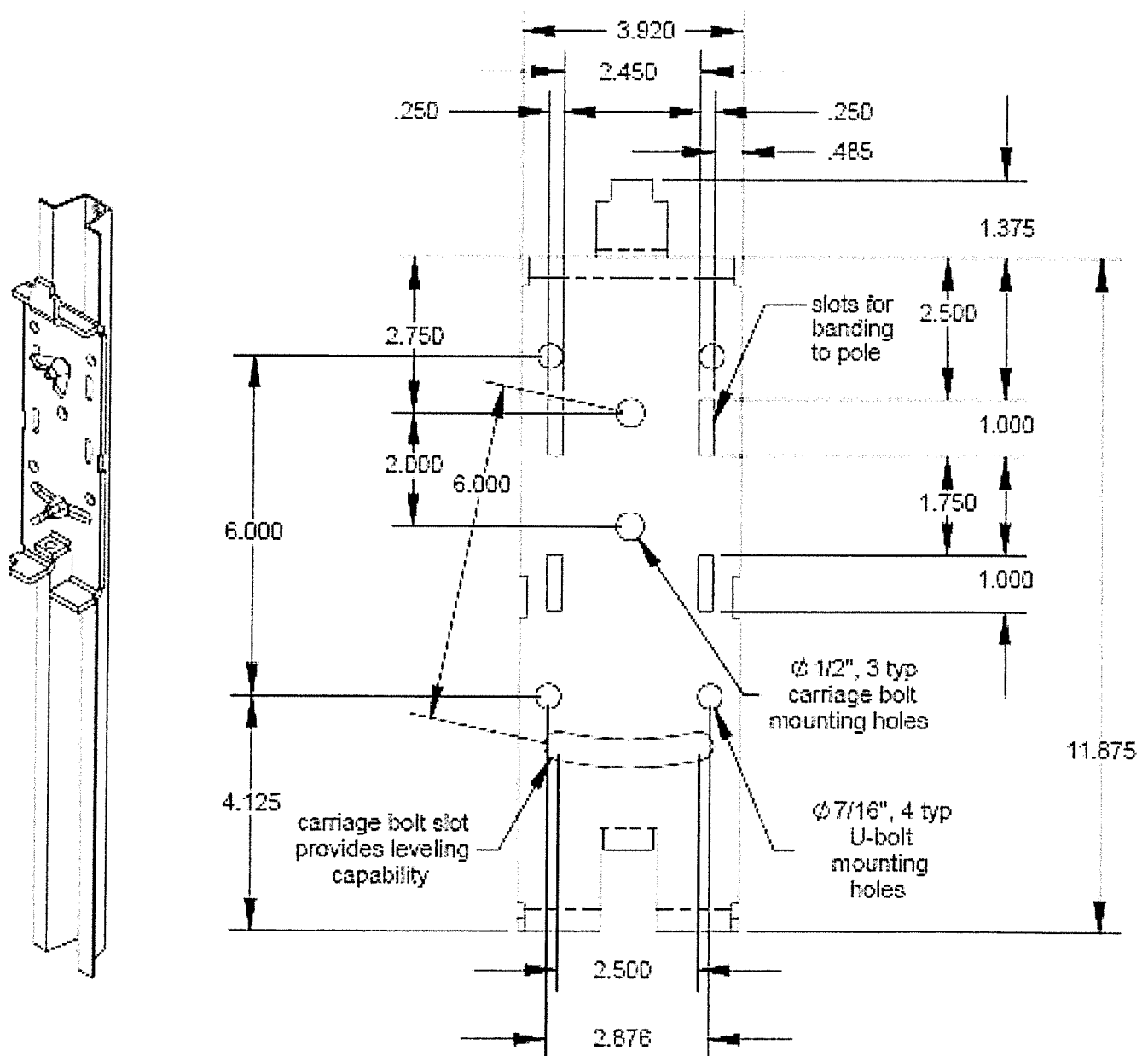
Optional Shield Components and Features

- TrafficCloud Web-based Remote Management System
- Padded carrying case
- Extra mounting brackets
- Violator Alert, 12 white LED flash to alert violators
- Metric display
 - o Shield 12: 2-digit KPH display
 - o Shield 15: 3-digit KPH display
- Fully compatible with Speed Dependent Messaging option when used with an InstAlert Variable Message Sign – see *Speed Dependent Message System section*
- Bullet-resistant face

Shield Mounting Options

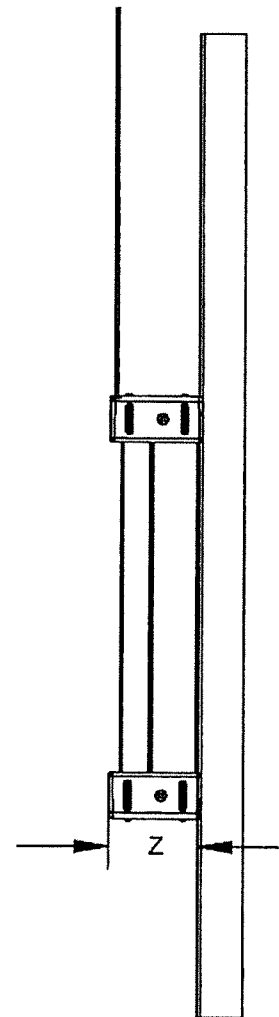
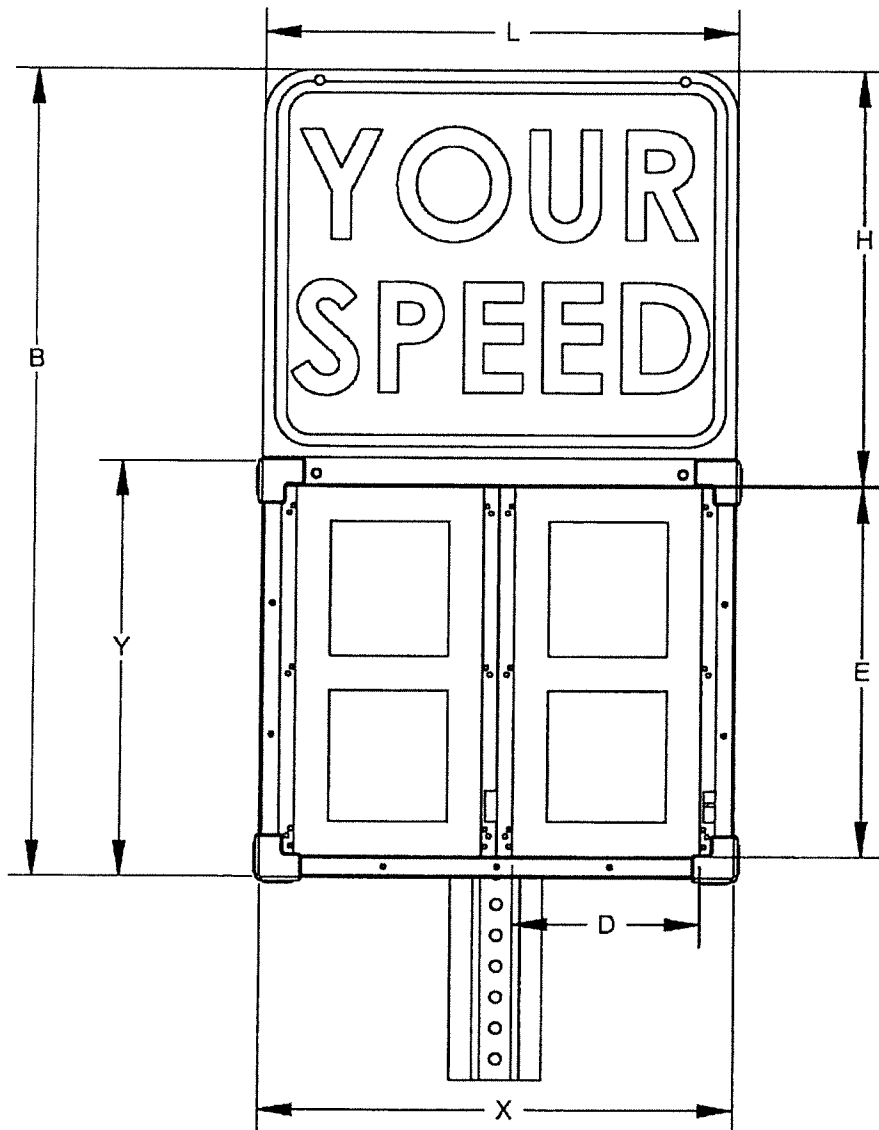
- Pole mount standard with included bracket, hardware
 - o NCHRP 350 approved on 4" aluminum pole (SS-135)
- ATS-5 Trailer (Shield 15 only, refer to ATS 5 specifications for more info)
- Vehicle Hitch mount
 - o Mounts sign 30" to bottom of sign from receiver tube (final height dependent on receiver height)
 - o Fits 1 ¼" or 2" receiver, adapter included, ½" hitch pin
 - o Locking rotation adjustment on 15 degree increments over 180 degrees, +/- 5 degrees tilt
 - o White powder coat finish
 - o 24 x 30 speed limit sign and digits included for 5–65 mph speed limit signs
- Standard Folding Portable Post: (Shield 12 and Shield 15)
 - o Folds for easy storage and portability
 - o **Shield 12:** 60" to bottom, 73" to top, add 13" for upper leg position
 - o **Shield 15:** 60" to bottom, 77" to top, add 13" or upper leg position

Shield 12 and 15 Mounting Bracket



Shield 12 and 15 Dimensions

Dim	X	Y	Z	B	D	E	L	H
Sh12	15.5	13.5	3.13	26.3	5.75	12	15.5	13.5
Sh15	24	17	3.12	24.3	8	15	24	8

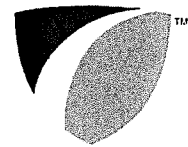


All Traffic Solutions 12950 Worldgate Drive, Suite 310, Herndon, VA 20170
 Phone 866.366.6602 | sales@alltrafficsolutions.com | AllTrafficSolutions.com

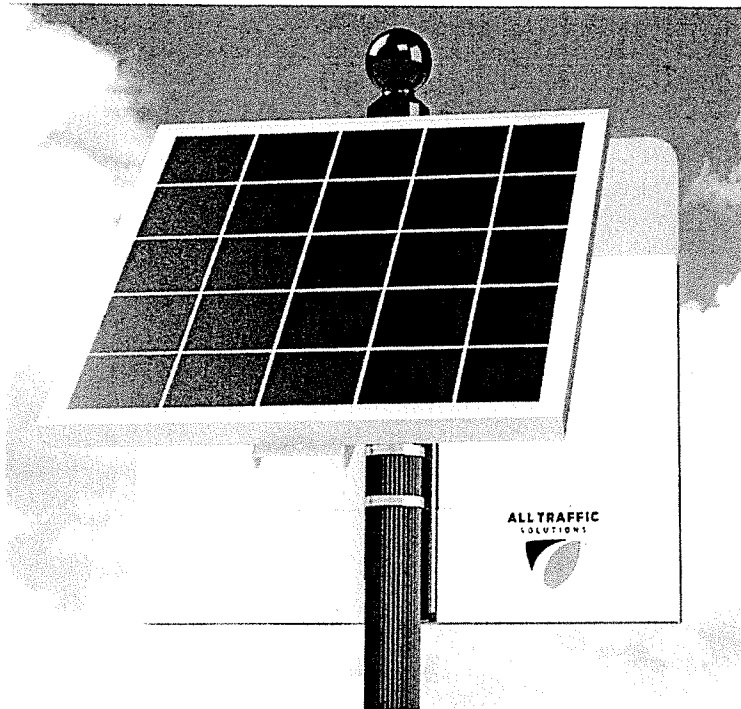
©All Traffic Solutions
 TrafficCloud leverages our patented technology (US Patents 8,417,442; 8,755,990; 9,070,287; 9,411,893) to deliver unique cloud-based management, features and functionality.

Pole Mounting Signs with the Integrated Solar Option

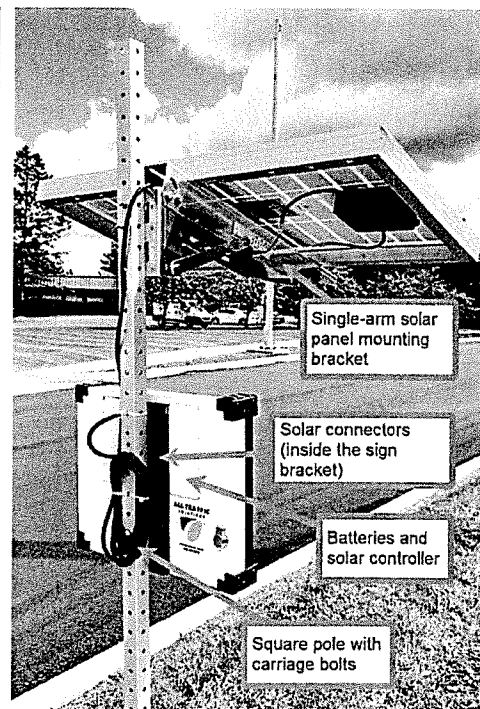
ALL TRAFFIC
SOLUTIONS



Thank you for purchasing an ATS sign with the Integrated Solar Option and the Single-Arm Solar Panel Mounting Bracket. This guide will show you how to set up and install your new Integrated Solar sign and pole mounting bracket on a pole. The Integrated Solar Option, which is powered by solar technologies and one or more lithium batteries, is available for SpeedAlert 18 Radar Message Signs, InstAlert 18 Variable Message Signs, and Shield 12 or Shield 15 Radar Speed Signs. See the figures below and *The Integrated Solar Option* on the next page.



[Figure 1] Pole mounted SpeedAlert 18 with the Integrated Solar Option



[Figure 2] Integrated Solar Option components and Single-Arm Solar Panel Mounting Bracket

What's included

Upon receiving your shipment, check to ensure that you have all of the items ordered. If you notice any damage or missing items, contact ATS Technical Customer Support immediately.

Sign with the Integrated Solar Option (Pole Mounted)

Includes the following:

- » An ATS SpeedAlert 18 Radar Message Sign, an InstAlert 18 Variable Message Sign, or a Shield 12 or Shield 15 Radar Speed Sign with the Integrated Solar Option,
- » For speed signs, a Your Speed faceplate,
- » A sign mounting bracket and fasteners,

The required tools

- » To attach the bracing arms to the pole bracket and adjust the nuts and bolts, you'll need a 1/2" wrench and socket wrench with a 1/2" socket.

Sign with the Integrated Solar Option (Pole Mounted)	The required tools
<ul style="list-style-type: none"> » One or two lithium batteries, depending on your order, » The Single-Arm Solar Panel Mounting Bracket, including mounting arm, with attached bracing arms, pole bracket, two panel clamps, and two 5/16" nut and bolt sets, » A 50-watt to 100-watt solar panel and wiring harness, » An optional external AC charger, » This setup guide. 	<ul style="list-style-type: none"> » To attach the mounting bracket and panel to the pole, you'll need a power drill or socket wrench with a 5/16" socket, 5/16" flathead screwdriver, and step ladder. » A compass app and smart phone or compass. » Internet access.

All setup and quick start guides are also posted to the [ATS Technical Customer Support](#) page and if you have a [TraffiCloud](#) subscription, you can access additional guides on the [ATS Start-Up](#) page.

For complete details, consult the bill of materials supplied with your delivery.

Before you go on the road

If you have a [TraffiCloud Web](#) subscription, the first thing you'll need to do to get started using your signs with [TraffiCloud](#) is to create at least one Site for each sign remotely, in advance, from your office. With [TraffiCloud](#), you configure a sign's Site for everything from speed to messaging (if equipped), reports, alerts and more. Sites are the key to generating traffic reports, because [TraffiCloud](#) organizes traffic data for reports by Site. If necessary, you can also perform these steps after you install a sign at a physical location. See "Creating a Site" in the *Getting Started with TraffiCloud Guide* for your sign.

If you don't have a [Web](#) subscription, you can set up the sign in advance or while you're on location, using the onboard buttons on the sign. You can also set up a Site with [TraffiCloud Sign Manager](#) for Windows, over a USB or Bluetooth connection, and perform basic sign setup with the [TraffiCloud Mobile](#) app for Android over Bluetooth. See *Step 3: Configure the sign manually (optional)* on the facing page.

The Integrated Solar Option

All of the components of the solar charging system, with the exception of the solar panel, have been incorporated inside the sign, for a convenient and compact design. See *[Figure 2] on the previous page*.

The solar controller and batteries are installed securely inside the battery compartments of the sign. The solar controller receives power from the solar panel and conditions it for charging the batteries. The integrated solar option has been designed for use with lithium batteries only and sized appropriately for use with the solar panel provided with your sign.

Under normal use, the sign's batteries should be fully maintained by the solar panel. However, if the batteries do become depleted, it's best to turn the sign off and leave it in full Sun until it's recharged. Alternatively, you can use the optional charger to recharge the batteries more quickly. See *Step 8: If you need to recharge the sign* on page 11.

In the Integrated Solar Option, typically two batteries are connected directly together, forming the equivalent of a single large, balanced battery. In the case of the [Shield 12](#), only one battery is included, and the other compartment is used for the solar controller.

Single-Arm Solar Panel Mounting Bracket

It's best to prepare in advance and perform the following steps in your shop, before you take the solar panel and sign to the roadside:


- » *Step 4: Attach the bracing arms to the pole bracket* on page 5,
- » *Step 5: Attach the mounting arm to the solar panel* on page 7, and
- » *Step 6: Aim the solar panel* on page 9.

As the installer, ensure the following:

- » The installation complies with any local municipal building codes and regulations,
- » The installation site has unobstructed sunlight,
- » The pole, ideally a round pole 4-inches in diameter, is tall enough to allow installing the solar panel and the sign out of reach of vandals.

Viewing this document online



NOTE: If you are reading this document online and have a medium- to large-screen monitor, it's best viewed in Adobe® Reader or Adobe Acrobat Pro, using the preset two-page view , rather than directly in a Web browser.

Step 1: Choose a location

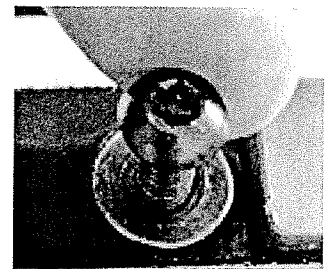
- Choose a location where you can position the solar panel on a pole with an unobstructed view of the sky, aimed to Solar South or Solar North, depending on your hemisphere, and angled toward the Sun. See "Creating a Site" in the *Getting Started with TrafficCloud* for your sign and *Step 6: Aim the solar panel* on page 9.

Step 2: Install the Your Speed sign attachment

To save packing space, the Your Speed sign attachment ships in the transport position.

To set the sign attachment in the deployed position:

- A. Remove the 3/4" torx bolts (wrench included) and washers from the Your Speed sign and set them aside. If there is no concern about tampering, you can use the 3/4" long thumb screws in place of the torx bolts.
- B. Reposition the Your Speed sign above the display.
- C. Place a washer over each hole in the sign bracket and push the torx bolts through the holes in the Your Speed sign and the sign brackets and frame, as shown in the example at right.
- D. Reinstall the fasteners to finish installing the Your Speed sign.



Step 3: Configure the sign manually (optional)



NOTE: TrafficCloud subscribers should use this step only to power on the sign, and instead configure the sign online in advance, assigning a Site and setting the sign display options. See the *Getting Started with TrafficCloud* guide for your sign.

If you will NOT be using a TrafficCloud Web subscription or the TrafficCloud Mobile app for Android over Bluetooth to configure your sign, alternatively, you can use the sign **Speed Limit** and **Display Mode** buttons, and TrafficCloud Sign Manager for Windows, over a USB or Bluetooth connection.



To configure the sign manually:

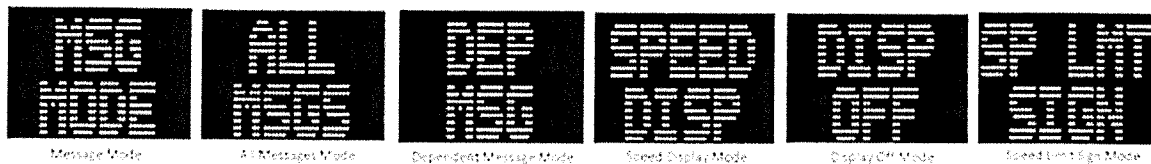
- Turn the sign on by pressing the **Power** button on the back, inside the mounting channel. The sign will go through start-up and self-check sequences. Once the self-check is complete, the sign is fully operational. A green LED on the top-left corner flashes every 10 seconds to indicate when the sign is powered on.
- Set the speed limit by pressing the **Speed Limit** button until the desired value displays. The first press displays the current speed limit.
- Verify or set the display mode on the sign. The default is **Constant** for the Shield and **Single Message Mode** for message-enabled signs.
- To change the mode, press the **Display Mode** (or **Display Settings**) button until the desired mode displays on the sign. For details about display modes, see the applicable figures and table below for your sign.



NOTE: To reduce the risk of tampering, the buttons deactivate five minutes after you power on the sign. To reactivate them, long press the **Power** button again.

SpeedAlert and InstAlert Display Modes

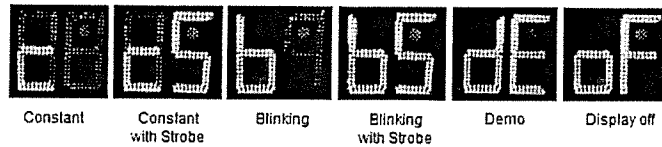
As mentioned, optionally you can use the sign's onboard buttons to configure speed limit and display options. Here are the **Display Modes** available with the SpeedAlert and InstAlert:



Display Mode	Description
MSG MODE	Single Message mode: Selects from the messages saved in the sign to display.
ALL MSGS	All Messages mode: Displays all of the messages saved in the sign in sequence.
DEP MSG	Dependent Messages mode For SpeedAlerts, displays a series of messages, with the content depending on how fast the approaching vehicle is traveling. For InstAlerts, can be used as a timer, to display different messages based on the value of the internal timer. Often used for New Year's countdowns or casual race information. The timer is controlled with TrafficCloud Sign Manager.
SPEED DISP	Speed Display mode (Radar signs only): Displays the speeds of the approaching vehicle.
DISPLAY OFF	Display Off mode: Turns off but the display but the sign is still active and gathering sign status for InstAlerts, and traffic and other data for SpeedAlerts, if subscribed. Also, referred to as "stealth mode".
SP LMT SIGN	Speed Limit Sign mode: Sets the Speed Limit to display.

Shield Display Modes

Here are the sign modes available with the Shield if you use the **Display Mode** button on the sign:

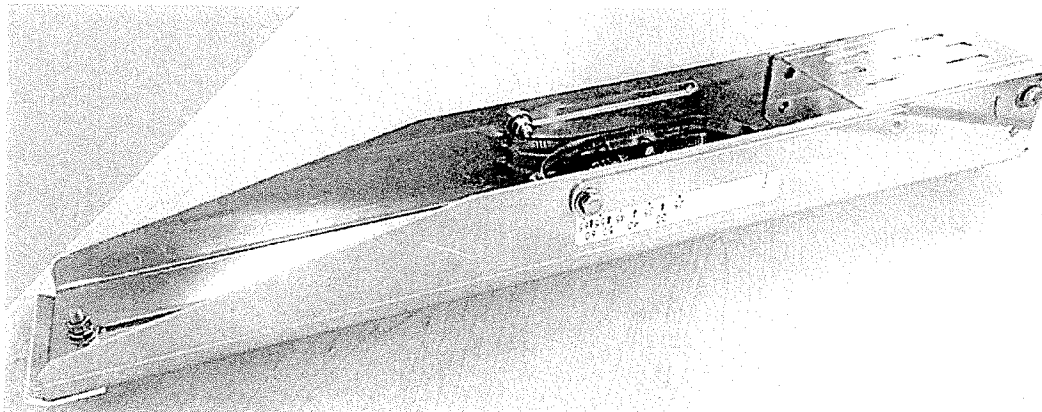


Shield modes	Description
c	Constant: The Shield continuously displays vehicle speeds as each vehicle passes, changing the speed display as the vehicle speed changes. Constant is the default (recommended) setting.
cS	Constant with strobe: The same as constant, however vehicles exceeding the Speed Limit set in the sign by 1 mph (or kph) trigger the Violator Alert strobe (if equipped). TrafficCloud subscribers typically set the strobe option to 10-15 mph above the Speed Limit set in the sign.
b	Blinking: The Shield blinks slowly, displaying changing speeds as the vehicle passes. TrafficCloud subscribers typically set the blink option to 10 mph above the Speed Limit set in the sign.
bS	Blinking with strobe: The Shield blinks constantly, and the Violator Alert strobe (if equipped) flashes when the sign detects a vehicle exceeding the Speed Limit by 1 mph (or kph). TrafficCloud subscribers can set the blinking and strobe options separately, with blinking typically set at 10 mph above the speed limit, and the strobe at 10-15 mph above the Speed Limit set in the sign.
dE	Demo: The Shield displays a simulation of vehicle approach speeds, from higher to lower, temporarily ignoring actual traffic readings.
oF	Display Off: The Shield collects traffic and status data, but the display is turned off. This mode, also referred to as "stealth mode", is recommended for performing traffic studies at a Site.

Step 4: Attach the bracing arms to the pole bracket

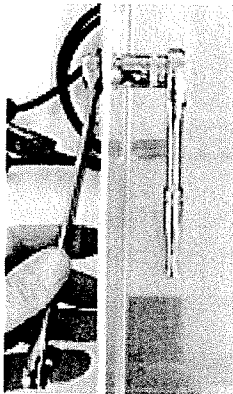
Use the instructions in this step for details about completing the attachment of the bracing arms between the mounting arm and the pole bracket, as shown in *[Figure 4] on the next page*.

- A. Place the mounting arm assembly on a flat, protected surface. Here's how it looks when shipped:

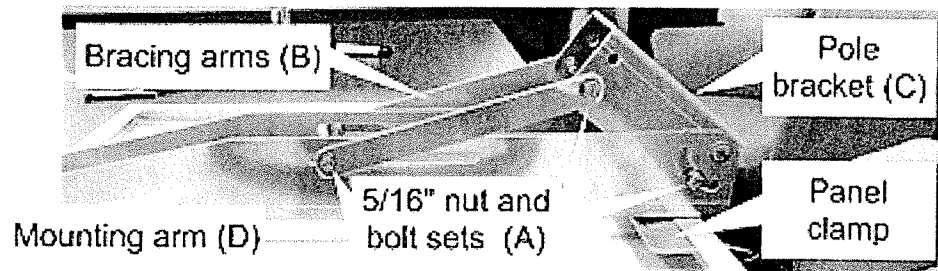


[Figure 3] Mounting arm assembly, as shipped

- B. Loosen all of the nut and bolt sets (A). The nuts and bolts fasten the bracing arms (B) and pole bracket (C) to the mounting arm (D), and the panel clamps to the mounting arm. Loosen each nut and bolt set until just a few threads are showing at the end of each bolt.

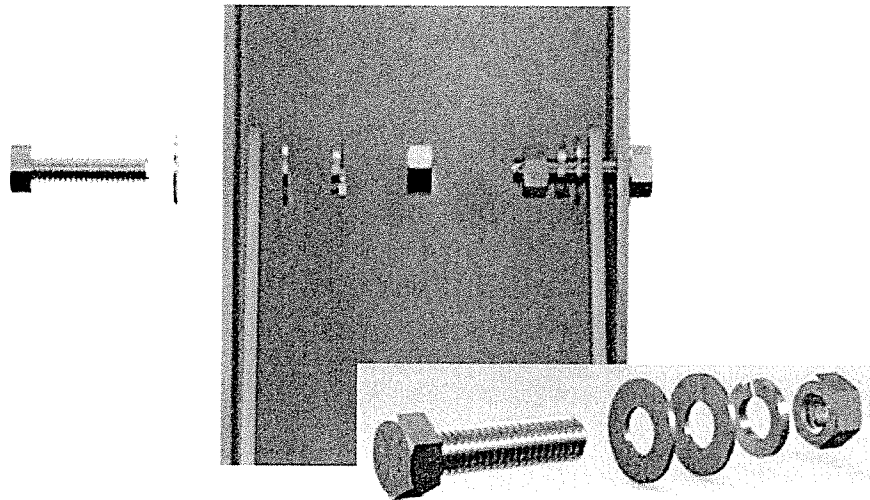


[Figure 5] Using 1/2" wrenches



[Figure 4] Mounting bracket parts

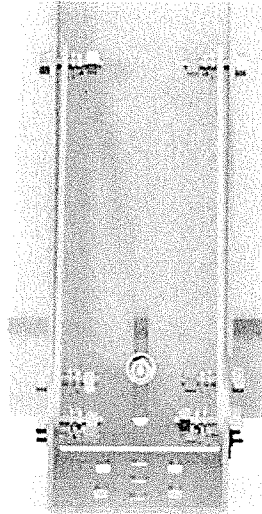
- C. Lift one of the bracing arms and the pole bracket and attach the two together using one of the additional nut and bolt sets included with the mounting assembly, as shown [Figure 4] above and [Figure 6] below.



[Figure 6] Exploded view of the nuts and bolts



NOTE: Leave the pole bracket, mounting bracket, and bracing arms loosely connected (see [Figure 7] on the facing page) until you are ready to aim the panel. See Step 6: Aim the solar panel on page 9.



[Figure 7] Leave the nuts and bolts loosely connected

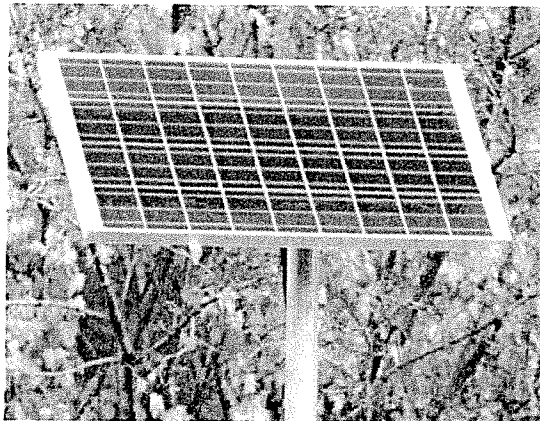
- D. Repeat for the other bracing arm and side of the mounting bracket.

Step 5: Attach the mounting arm to the solar panel

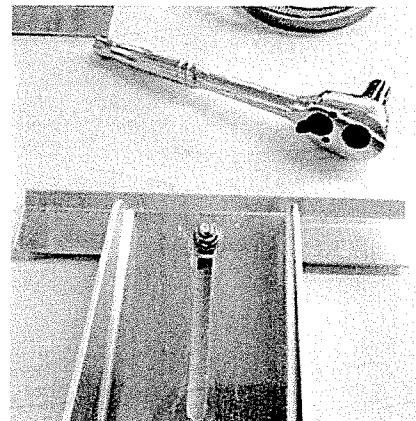
Use the instructions in this step for details about attaching the mounting arm to the solar panel, and for installing the banding straps.



Mounting arm orientation: For 50-watt solar panels, install the arm vertically (from top to bottom), as shown in [Figure 11] on the next page. For larger solar panels, you'll need to secure the mounting arm to the solar panel horizontally, and use the included longer panel clamps.

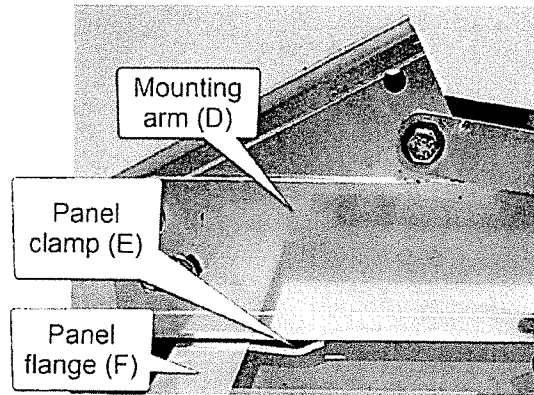


[Figure 8] Larger solar panel



[Figure 9] Large panel clamp

- A. Place the solar panel face down on a flat, protected surface.
- B. Center the mounting arm assembly (D) on the back of the panel and position one of the panel clamps (E) under the panel flange (F). Make sure the panel and mounting arm are perpendicular to each other.

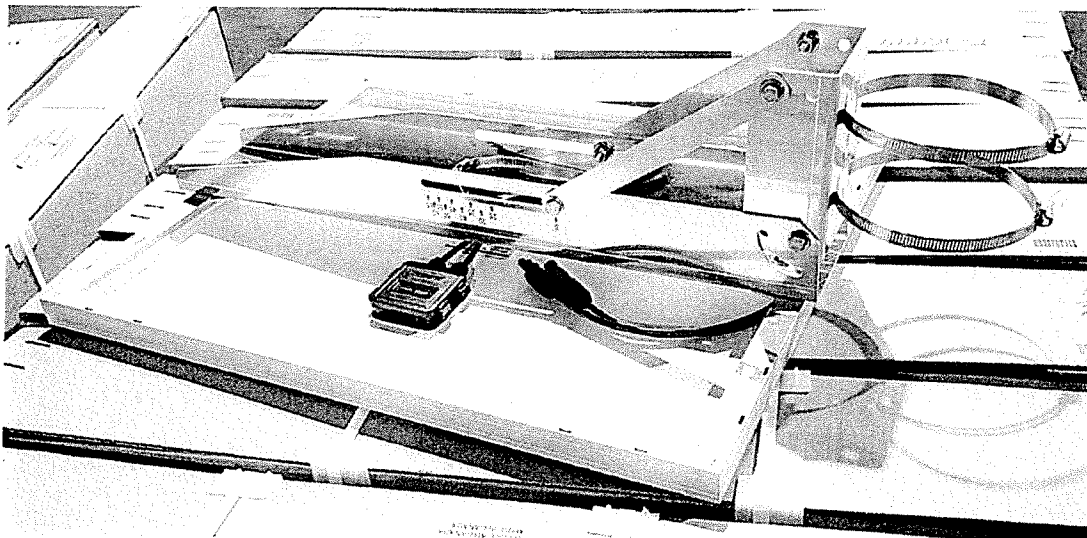


[Figure 10] Mounting arm, clamp, and flange

- C. Place the clamp (E) under the flange (F), and insert a 5/16" bolt with a flat washer through the long slot in the center of the mounting arm.
- D. Mount the flat washer and lock washer onto the bolt. Finger-tighten the nut onto the bolt.
- E. Repeat the previous steps to attach the other end of the mounting bracket to the panel with the second panel clamp.

Install the banding straps on the pole bracket

- A. Insert the stainless steel banding straps through the slots on the back of the pole bracket, as shown in [Figure 11] below.
- B. If you'll be installing the solar panel over the top of the post, finger-tighten the banding strap couplings together.

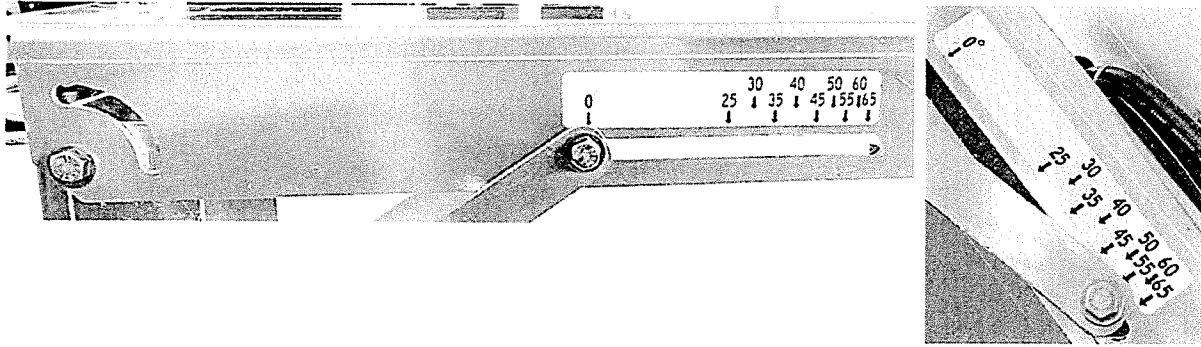


[Figure 11] Assembled panel and mounting bracket with banding straps

Step 6: Aim the solar panel

The solar panel mounting bracket allows for full adjustment to best position the solar panel towards the Sun. It is optimal to position your solar panel towards due Solar South (not magnetic South), if you are in the northern hemisphere and towards due Solar North (not magnetic North) if you are in the southern hemisphere.

Regardless of whether you are in the northern or southern hemisphere, Solar North/South is the position of the sun in the sky at exactly the midpoint between sunrise and sunset.



[Figure 12] The solar panel angle gauge

To set the solar panel angle:

- Determine the latitude of the planned site. You can easily obtain latitude using mapping software or by doing an internet search for "latitude *your_city*" where *your_city* is the name of the city or region where the panel is being installed.
- Once you have the latitude of the site, you can determine the solar panel tilt angle. The tilt is intended to absorb as much direct sunlight as possible. To determine the number of degrees for the angle, do either of the following:

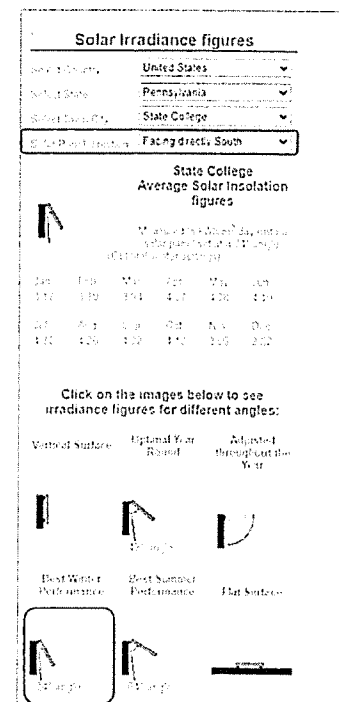
- Add 15 degrees to the latitude of the site. For example, if the latitude of the site is 41 degrees then the solar panel should be installed at an angle 56 degrees below horizontal.
- Go to the *Solar Electricity Handbook* website to determine your optimum angle here:

<http://www.solarelectricityhandbook.com/solar-irradiance.html>

Under Solar Irradiance figures on the Web page, select your country, state, city and solar panel angle (**Facing Directly South**), and then click the **Best Winter Performance** option (bottom left in the figure). For State College, Pennsylvania, the recommended angle is 34 degrees. Subtract 34 degrees from 90 degrees to determine your bracket angle setting (56 degrees).

The optimum tilt angle for solar panels varies from winter to summer as Earth tilts on its axis, but we recommend setting our solar panels for the best winter performance.

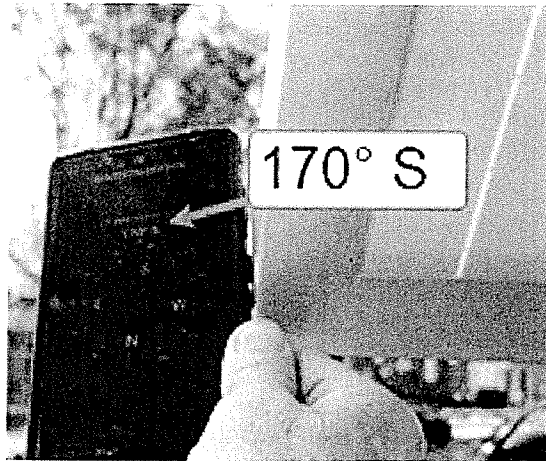
- Slide the bracing arms on the bracket to set the angle from horizontal until the lower bolts align with the planned tilt angle shown on the gauge (see [Figure 12] above). Exact precision for the angle setting is not necessary for adequate solar panel efficiency to power the sign and battery.



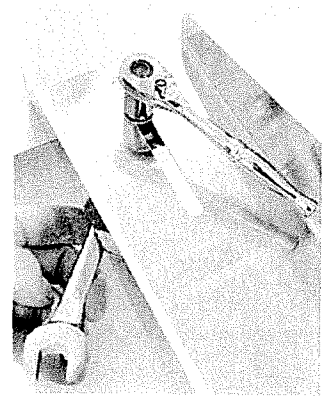
D. Now you can tighten all of the nuts and bolts with the 1/2" wrenches, as shown.

To aim the panel to True South or True North:

- Use a compass app (or Google Maps) to aim the panel towards True South or True North, as required.



[Figure 13] Aiming the panel to True South with a compass app



Step 7: Mounting instructions

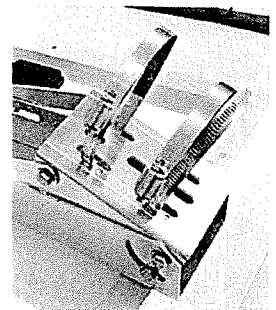
Use the instructions in this section to mount your Integrated solar option and sign on a pole.



CAUTION: To reduce the risk of vandalism, the sign should be 7 to 10 feet above the roadway and the solar panel higher than 10 feet.

To mount the solar panel on the pole:

- If you are installing the solar panel and Single-Arm Solar Panel Mounting Bracket on a round pole, open the banding straps, wrap them around the pole at the preferred height, and tighten them enough to hold the panel in place, leaving some slack for the next step. A power drill or screwdriver and hex bit work best to tighten the straps.
If you are installing the solar panel and Single-Arm Solar Panel Mounting Bracket on a U-shaped or square pole, pass carriage bolts through the back side of the pole so that the nuts are on the inside, and tighten them enough to hold the panel in place, leaving some slack for the next step.
- Recheck your orientation towards True South or True North, depending on your hemisphere, and make sure the panel is properly aimed.
- Tighten the banding straps the rest of the way.



To install the sign mounting bracket:

- A. If you are mounting the sign on a round pole, thread two stainless steel banding straps (not included) through the sign mounting bracket, and then tighten the bracket and straps around the pole. Thread the ends of the banding straps together and then tighten them onto the pole.
- B. If you are mounting the sign on a U-shaped or square pole, bolt the sign mounting bracket to the pole using the supplied carriage bolts or U bolts, and wing nuts.

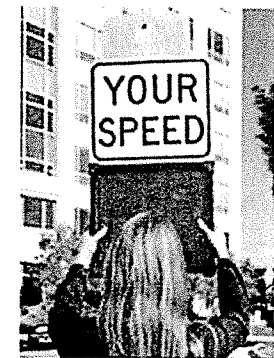
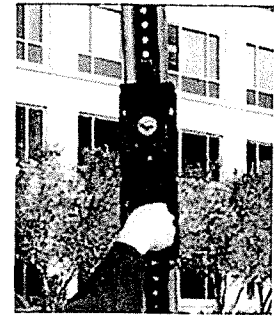
The wing nuts will be secured inside the back of the sign to prevent tampering.

To mount the sign:

Before you mount the sign, make sure that it's turned on. See *Step 3: Configure the sign manually (optional)* on page 3.

- A. Set the top channel on the back of the sign onto the tab at the top of the mounting bracket.
- B. Rotate the sign down until it's flush with the bracket.
- C. Push the locking pin up to lock the sign into place.
- D. Strap the excess cable to the pole.

The panel will now power your sign.



Step 8: If you need to recharge the sign

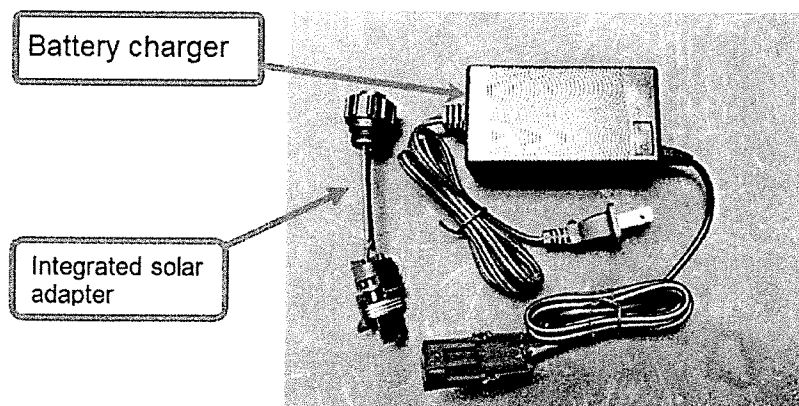
If you purchased the optional charger (see [Figure 14] below) with the Integrated Solar Option, take the trailer or sign into a protected environment, plug the charger into a standard 120-VAC outlet, and connect the charging end to the sign's solar connector cable.



WARNING: RISK OF ELECTRIC SHOCK AND EQUIPMENT DAMAGE. The charger is not intended for outdoor use. Only charge the system in a protected environment, such as a garage.



WARNING: RISK OF FIRE. Do NOT attempt to individually charge the paired batteries included with the Integrated Solar Option. You should never mix unequally charged batteries in the same system.



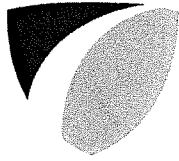
[Figure 14] Battery charger and integrated solar adapter

The charger may take a couple of minutes to recognize the batteries, due to the presence of the solar controller. Do not be alarmed if it does not start charging right away.

Depending on the size of the batteries it may take up to 24 hours to fully charge the batteries.

Getting help

We are here to help! If you have any concerns while using your new system, please feel free to call our customer success specialists at 1-800-366-6602, option 2, or email us at support@alltrafficsolutions.com. For documentation for your ATS Trailer and signs, if you have a TrafficCloud subscription, go to the *ATS Start-Up Guides* page. For non-subscribers, go to All Traffic Solutions [Technical Customer Support](#).



Start: 2019-05-13

End: 2019-05-20

Times: 0:00-23:59

Overall Summary

Total Days of Data: 8

Speed Limit: 25

Average Speed: 26.49

50th Percentile Speed: 26.55

85th Percentile Speed: 32.3

Pace Speed Range: 22-32

Speed Summary

Church - 1H 2019, SB

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

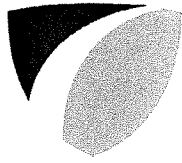
Minimum Speed: 5

Maximum Speed: 67

Display Mode: Speed Display

Average Volume per Day: 3119.1

Total Volume: 24953



Start: 2019-05-13

End: 2019-05-20

Times: 0:00-23:59

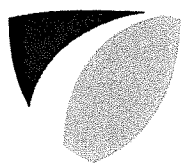
Volume by Speed

Church - 1H 2019, SB

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	0	3	10	35	41	16	11	2	1	0	0	0	0	0	0	0	0	0	0	32.2	119
1:00	0	1	2	0	3	28	11	16	4	4	1	0	0	1	0	0	0	0	0	0	0	33.1	71
2:00	0	3	0	1	8	19	13	8	3	2	0	0	0	0	0	0	0	0	0	0	0	30.1	57
3:00	11	17	1	5	12	17	11	7	5	5	0	0	0	0	0	0	0	0	0	0	0	23.0	91
4:00	0	0	0	1	5	35	32	20	7	2	0	1	0	0	0	0	0	0	0	0	0	33.0	103
5:00	0	1	1	4	28	105	101	35	28	6	0	0	0	0	0	0	0	0	0	0	0	31.7	309
6:00	1	5	7	6	85	220	243	80	24	14	3	1	0	0	0	0	0	0	0	0	0	30.9	689
7:00	23	89	86	163	267	254	197	71	19	8	1	0	0	0	0	0	0	0	0	0	0	24.3	1178
8:00	24	99	143	272	270	329	224	90	15	2	1	0	0	0	0	0	0	0	0	0	0	23.5	1469
9:00	18	128	159	214	220	347	224	97	47	5	1	0	0	0	0	0	0	0	0	0	0	24.0	1460
10:00	39	136	211	273	257	392	307	144	31	12	0	0	0	0	0	0	0	0	0	0	0	23.9	1802
11:00	23	120	223	225	244	373	327	158	46	6	1	0	0	0	0	0	0	0	0	0	0	24.6	1746
12:00	18	100	196	280	271	438	323	169	42	4	4	0	0	0	0	0	0	0	0	0	0	25.0	1845
13:00	24	105	181	222	207	302	249	121	37	9	0	0	0	0	0	0	0	0	0	0	0	24.2	1457
14:00	15	98	117	173	267	418	308	154	53	7	2	0	0	0	0	0	0	0	0	0	0	26.1	1612
15:00	22	140	148	193	290	429	304	153	29	3	0	0	0	0	0	0	0	0	0	0	0	24.8	1711
16:00	9	81	150	262	278	395	320	164	50	11	1	0	0	0	0	0	0	0	0	0	0	25.7	1721
17:00	8	41	139	164	281	614	513	181	57	5	1	0	0	0	0	0	0	0	0	0	0	27.6	2004
18:00	3	24	33	35	255	549	479	207	64	10	2	0	0	0	0	0	0	0	0	0	0	29.8	1661
19:00	1	9	12	28	178	467	433	169	48	8	0	0	1	0	0	0	0	0	0	0	0	30.3	1354
20:00	0	6	13	27	151	428	321	122	30	5	1	0	0	0	0	0	0	0	0	0	0	29.9	1104
21:00	1	7	6	18	106	247	235	81	24	4	1	0	0	0	0	0	0	0	0	0	0	30.0	730
22:00	0	5	4	8	57	142	136	57	18	8	1	0	0	0	0	0	0	0	0	0	0	30.7	436
23:00	1	3	1	2	21	63	78	41	7	4	2	1	0	0	0	0	0	0	0	0	0	31.7	224
Total	241	1218	1833	2579	3771	6646	5430	2361	699	146	24	3	1	1	0	0	0	0	0	0	0	26.5	24953



Start: 2019-05-13

End: 2019-05-20

Times: 0:00-23:59

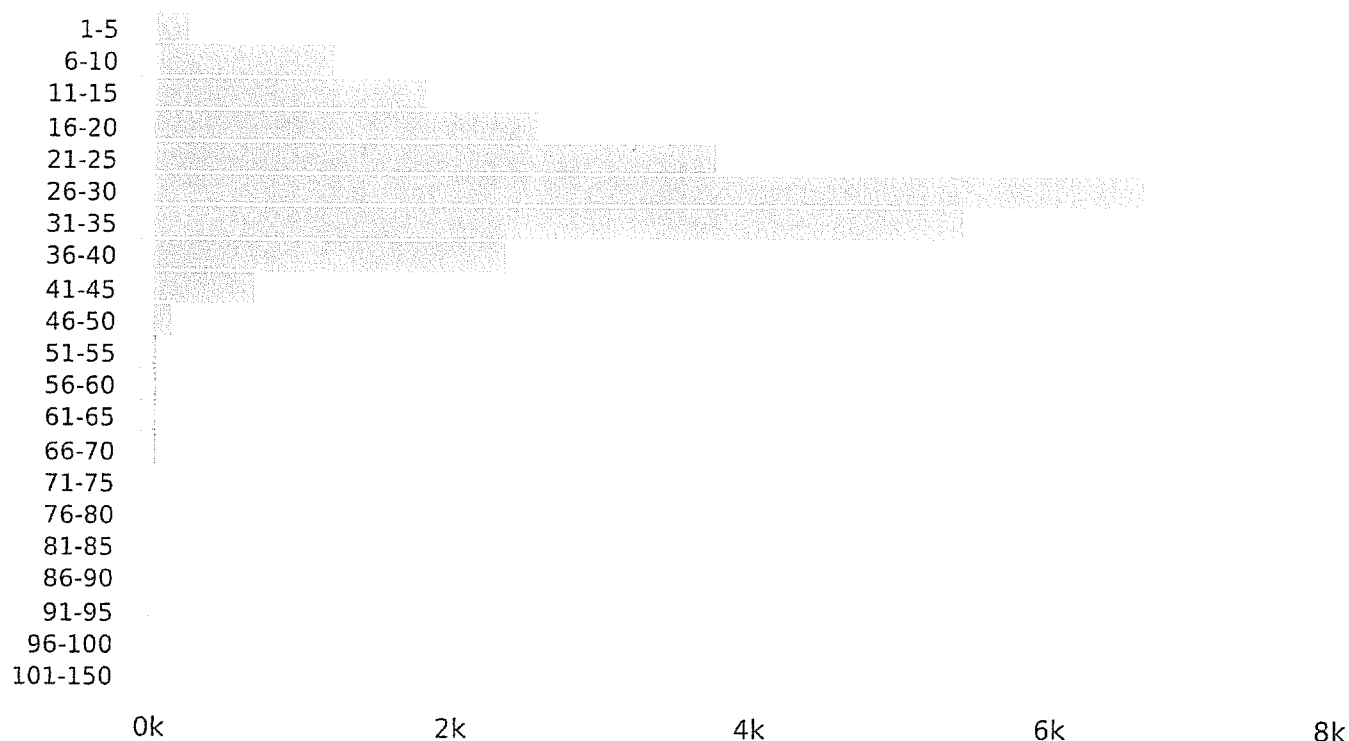
Volume by Speed

Church - 1H 2019, SB

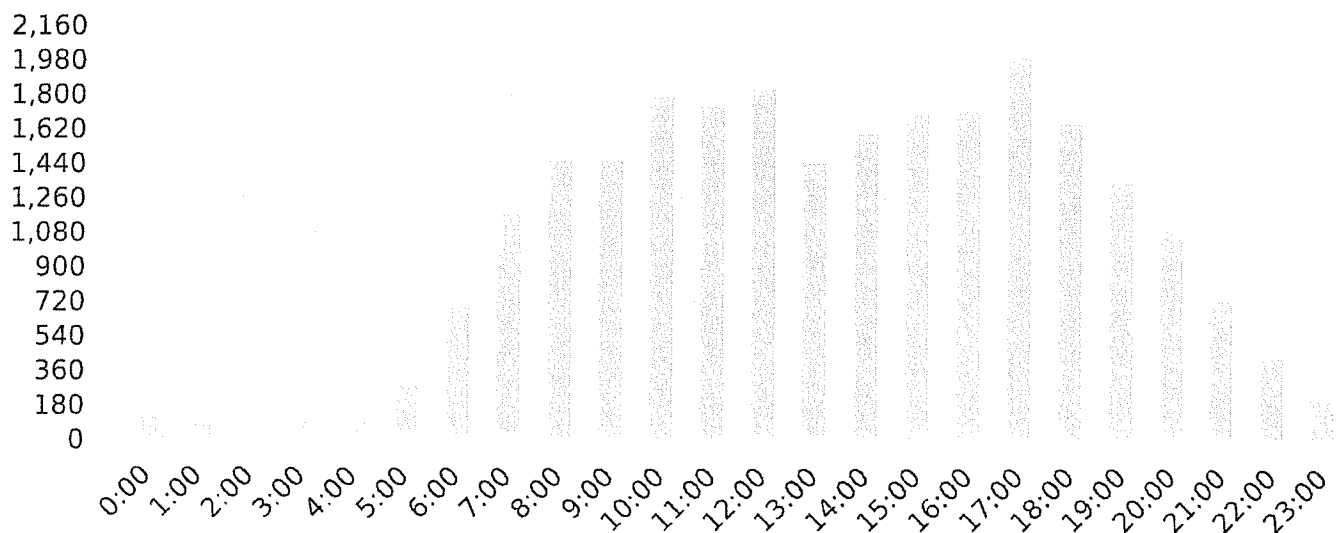
Speed Bins: Size 5, Range 1 to 150

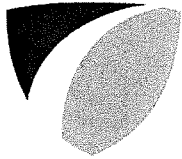
Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time





Start: 2019-05-13

End: 2019-05-20

Times: 0:00-23:59

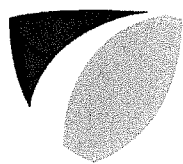
Volume by Time

Church - 1H 2019, SB

Speed Bins: Size 10, Range 1 to 150

Time View: By Day of Week (Avg Volumes)

Day	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Avg Total
Sun	25	19	10	10	8	11	34	48	121	161	284	242	292	272	301	339	232	187	145	129	102	70	38	32	3112
Mon	13	6	4	19	14	50	106	186	245	184	257	217	180	139	249	321	373	383	229	166	133	83	56	19	2553
Tue	12	6	4	6	12	46	99	191	139	130	143	190	228	166	113	167	131	203	246	194	195	117	61	26	2825
Wed	10	11	8	6	14	47	93	174	174	134	161	148	165	165	171	136	216	361	266	236	181	119	51	26	3073
Thu	10	10	5	10	13	39	99	148	167	191	187	197	199	181	195	195	205	276	301	252	176	129	64	18	3267
Fri	19	3	6	8	13	45	100	177	247	273	249	261	308	288	325	331	338	377	280	209	174	127	97	49	4304
Sat	18	10	16	14	16	21	52	69	131	204	264	275	294	246	258	222	226	217	194	168	143	85	69	54	3266
Avg	15	9	8	10	13	37	83	142	175	182	221	219	238	208	230	244	246	286	237	193	158	104	62	32	3200



Start: 2019-05-13

End: 2019-05-20

Times: 0:00-23:59

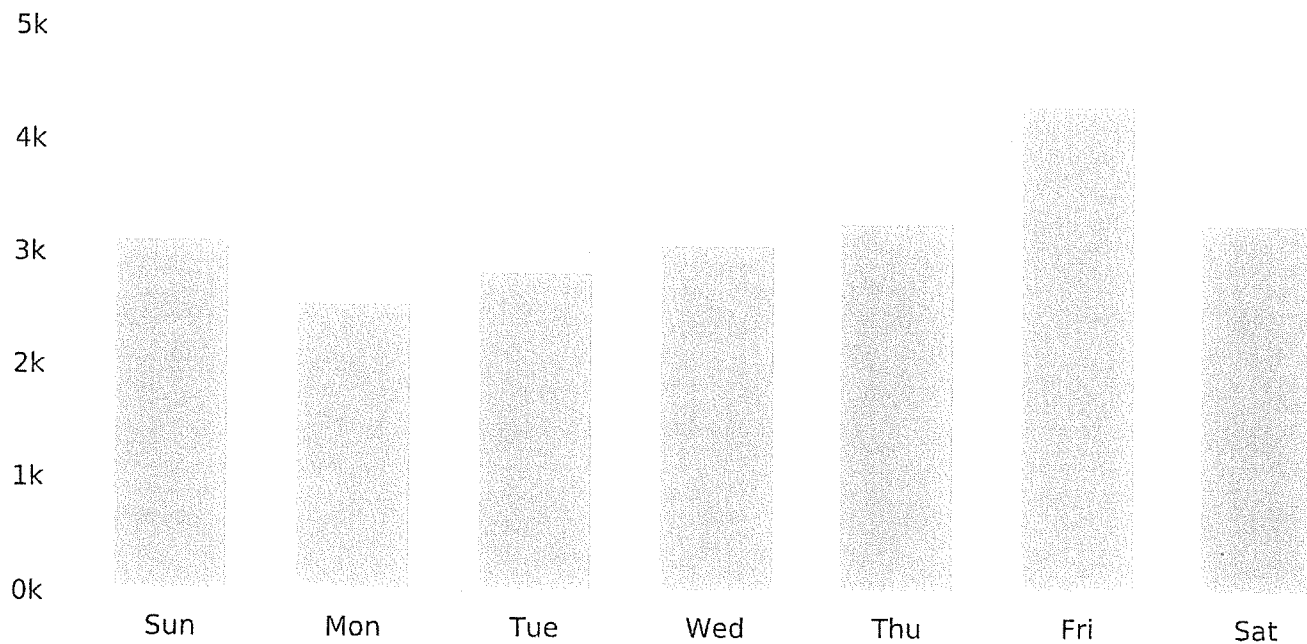
Volume by Time

Church - 1H 2019, SB

Speed Bins: Size 10, Range 1 to 150

Time View: By Day of Week (Avg Volumes)

Average Total Volume



 **Average Total**

**City Council
Agenda Request Form**

Meeting Date: October 19, 2023

Agenda Item No. 11(b)

- | | |
|--|---|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing
<input type="checkbox"/> ORDINANCE ON FIRST READING
<input checked="" type="checkbox"/> GENERAL APPROVAL OF ITEM
<input type="checkbox"/> Other: | <input type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION
<input type="checkbox"/> BID/RFP AWARD
<input type="checkbox"/> CONSENT AGENDA |
|--|---|

SUBJECT: Purchase new police vehicles

RECOMMENDED MOTION/ACTION: Approve purchase of vehicles

Approved by City Manager Marcia H. H. H. **Date:** 10.12.23

Originating Department:	Costs: \$53,326.99 \$56,684.09 Total: \$110,011.08 Acct. # Infrastructure 101	Attachments: Bartow Ford Quote dated June 4, 2023
Department Review: <input type="checkbox"/> City Attorney _____ <input type="checkbox"/> Comm. Dev. _____	<input checked="" type="checkbox"/> Finance _____ <input type="checkbox"/> City Engineer _____ <input checked="" type="checkbox"/> FPD _____	<input type="checkbox"/> Public Works _____ <input checked="" type="checkbox"/> City Clerk _____ <input checked="" type="checkbox"/> City Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda. <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> Yes I have notified everyone <u> X </u> or Not applicable in this case _____: </div> <div style="width: 35%; text-align: center;"> Please initial one. </div> </div>	

Submittal information: Council meets on the first and third Thursday of each month. Agenda submittal deadline to the City Clerk is 5:00 p.m. of the last and second Wednesday of each month. Therefore, the deadline of the Agenda Request Form to the City Manager shall be the last and second Monday prior to the Wednesday deadline.

Summary Explanation/Background: The Police Department seeks to purchase one 2023 Ford Utility Police Interceptor and one 2023 F-150 Police Responder 4X4 Pick-up truck. Both vehicles are needed to replace older vehicles in the fleet. The purchase of these vehicles reflects City of Fellsmere efforts to maintain a fleet of vehicles capable of providing quality service at the lowest possible maintenance cost and enable the department to dispose of through auction, older vehicles that have reached their service life. The attached back-up documentation includes equipment and installation costs. The purchase through Bartow Ford will be accomplished via a piggy-back contract with Charlotte County, contract #2021000541

BARTOW FORD
INTEGRITY • TRUST • HONESTY
Since 1948

**Fellsmere Police Department
Chief Keith M. Touchberry**

DESCRIPTION		
K8A	2023 Ford Interceptor Utility	
99B	3.3L V6 Direct-Injection Gas Engine	
44U	10 Speed Automatic Transmission	
	Front Headlamp Prep Includes pre-drilled hole for side marker police use, does not include LED installed lights (eliminates need to drill housing assemblies) and pre-molded side warning LED holes with standard sealed capability	
86T	Rear Taillight Prep Package Includes Pre-existing holes with standard twist lock sealed capability (does not include LED installed lights) (eliminates need to drill housing assemblies)	
43D	Dark Car Feature	
60A	Factory Grill, Lamp, Siren & Speaker Wiring	
51T	Whelen Factory LED Pillar Mounted Spotlight	
	Voice Activated Bluetooth	
55F	Keyless Entry Fob	
76R	Reverse Sensing	
	Factory Rear View Camera	
18D	Global Lock / Unlock Feature	
52T	Class III Trailer Tow Lighting Package	
76P	Pre-Collision Assist w/Pedestrian Detection	
17A	Rear Auxiliary Air Conditioning	
	Factory Invoice	\$46,493.00
	Government Price Concession Discount	\$1,200.00
	4.27% Contract Discount	\$1,934.01
	Whelen FST Inneredge DUO Red/Blue Lightbar with Full White Take Down, (2) Whelen Split Red/Blue MICRON's Mounted in Forward in Grill Area, Whelen CANCTL7 Digital Siren Controller, (2) Whelen 100 Watt Speaker, Whelen ITRAY10 Rear DUO RED/Blue/Amber Inneredge, Wig-Wag Headlight Flasher, (2) Whelen Vertex Clear Mounted in Headlights (2) Whelen Vertex Red/Blue Mounted in Taillights, (2) Whelen DUO Red/Blue ION's Mounted in Rear 1/4 Windows, (2) Whelen DUO Thin ION's Red/Blue Mounted in rear Tag Area, (2) Under-the-Side View Mirror with V-Series Combination 180° Warning and Puddle Light, Partition with Center Sliding Mesh Window, Recessed Panel, Molded Rear Prisoner Seat, Rear Window Bars, Dual Universal Weapons Mount with Handcuff Key, Havis Interceptor Console with Dual Self Adjusting Cup Holder, C-ARM-101 Arm Rest, (2) 12V Plug Outlet W/ 1 USB Plug, Havis 11" Slide Out Locking Swing Arm with Motion Adapter with UT-1006 Universal Laptop Tray, (1) Brother LB3603 10" USB Cable, (1) Brother LB3692 14' 12V DC Cable, 500 Watt Power Inverter, Bartow Ford Custom Installation, Circuit Breaker, Wire, Loom, Delivery to your Location, Install Customer Supplied 800 Radio & Camera	\$9,968.00
		\$0.00
		\$0.00
	TOTAL PURCHASE AMOUNT PER UNIT	\$53,326.99

Pricing in accordance with the Charlotte County contract # 2021000541

If you have any questions or need any additional information please feel free contact me anytime.

Sincerely Yours,
Richard Weissinger
Commercial Fleet Sales
Direct Line (813) 477-0052
Fax (863) 533-8485

**2800 US Hwy North
Bartow, Florida 33830**

BARTOW FORD
INTEGRITY • TRUST • HONESTY
Since 1948

DESCRIPTION		
W1P	2023 F-150 Police Responder, Crew Cab 4x4 145" WB XL	
994	3.5L V6 EcoBoost Engine	
44G	10 Speed Automatic Transmission	
150A	Equipment Package Includes: Selectable drive modes: normal/tow-haul/snow wet/EcoSelect/sport and SelectShift automatic with progressive range select, Electronic Locking w/3.31 Axle Ratio, Tires: LT265/70R18 BSW A/T, Wheels: 18" 6-Spoke Silver Aluminum, Cloth 40/Blank/40 Front-Seats Includes reduced bolsters, 8-way power driver/manual passenger, center-section deleted. (Restraint control module cover provided) and vinyl rear bench, Radio: AM/FM Stereo w/6 Speakers, SYNC 4 Includes 8" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with App Catalog, 911 assist, Apple CarPlay and Android Auto compatibility, digital owners manual and wireless software updates capability.	
53A	Trailer Tow Package	
17C	Front & Rear Chrome Bumpers	
67P	Remote Keyless-Entry Key Fob	
595	Fog Lamps	
67T	Integrated Trailer Brake Controller	
76R	Reverse Sensing System	
60C	Pre-Collision Assist w/Pedestrian Detection	
	Factory Invoice	\$50,375.00
	Government Price Concession Discount	\$3,000.00
	4.27% Contract Discount	\$2,022.91
	Whelen FST Front Inneredge DUO Red/Blue Lightbar with Full White Take Down, Whelen WCX Rear DUO RED/Blue/Amber Inneredge, (4) Whelen DUO Red/Blue ION's Mounted in Grill Area, Whelen CANCTL7 Digital Siren Controller, (2) Whelen 100 Watt Speakers, Wig-Wag Headlight Flasher, (1) Whelen Vertex Red/White Mounted in Driverside Taillight, (1) Whelen Vertex Blue/White Mounted in Passenger side Taillight, (2) Whelen Tracers Red/Blue Mounted in Running Board Area, (4) Whelen DUO Thin ION's Red/Blue Mounted in Lower Tailgate Area, Partition with Center Sliding Mesh Window, Recessed Panel, Rear Window Bars, Dual Universal Weapons Mount with Handcuff Key, Havis Console with Dual Self Adjusting Cup Holder, C-ARPB-1014 Top Mount Printer Arm Rest, (3) 12V Plug Outlet W/ 2 USB Plug, Havis 11" Slide Out Locking Swing Arm with Motion Adapter with UT-1006 Universal Laptop Tray, Brother Pocketjet 8 Printer, (1) Brother LB3603 10" USB Cable, (1) Brother LB3692 14' 12V DC Cable, 900 Watt Power Inverter, Deep Tint, 6" Running Boards, Spray in Bedliner, Bartow Ford Custom Installation, Circuit Breaker, Wire, Loom, Delivery to your Location, Install Customer Supplied 800 Radio & Camera	\$11,332.00
		\$0.00
		\$0.00
TOTAL PURCHASE AMOUNT PER UNIT		\$56,684.09

**2800 US Hwy North
Bartow. Florida 33830**

City of Fellsmere City Council
Agenda Request Form

Meeting Date: October 19, 2023

Agenda Item No. 11(c)

☐ PUBLIC HEARING
☐ Ordinance on Second Reading
☐ Public Hearing

☐ RESOLUTION

☐ DISCUSSION

☐ ORDINANCE ON FIRST READING

☐ BID/RFP AWARD

☒ GENERAL APPROVAL OF ITEM

☐ CONSENT AGENDA

☐ Other:

SUBJECT: Lease Agreement for Cell Tower at Cemetery

RECOMMENDED MOTION/ACTION: Approve Lease Agreement and authorize Mayor to execute lease.

Approved by City Manager Maria Mota **Date:** 10-12-23

Originating Department:	Costs: Funding Source: Acct. #	Attachments: Lease Agreement
Department Review: <input checked="" type="checkbox"/> City Attorney _____ <input type="checkbox"/> Comm. Dev. _____	<input checked="" type="checkbox"/> Finance _____ <input type="checkbox"/> City Engineer _____ <input type="checkbox"/> FPD _____	<input checked="" type="checkbox"/> Public Works _____ <input type="checkbox"/> City Clerk _____ <input checked="" type="checkbox"/> City Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u>X</u> Please initial one.

Summary Explanation/Background:

At the April 6, 2023 Council meeting, the City Council approved terms for the potential lease of land at the cemetery for a cell tower. At the October 5, 2023 City Council meeting revised leased terms were discussed with final direction for negotiating unresolved terms. The final lease is consistent with the direction of City Council. The City Attorney will address any questions regarding the lease terms as they were the principal negotiator on this deal.

**LEASE AND ACCESS LICENSE AGREEMENT
BETWEEN THE CITY OF FELLSMERE
AND VERTICAL BRIDGE VBTS, LLC**

THIS LEASE AND ACCESS LICENSE AGREEMENT (the "Agreement") is made and entered into by and between the **City of Fellsmere, Florida**, a municipal corporation created under the laws of the State of Florida with a mailing address of 22 South Orange Street, Fellsmere, Florida 32948 (the "City") and **Vertical Bridge VBTS, LLC**, a Delaware limited liability company ("**Lessee**"), whose address is 750 Park of Commerce Drive, Suite 200, Boca Raton, FL 33487 (the "**Lessee**") and is effective as of the date of the last signature set forth below (the "**Effective Date**"). The City or Lessee may also be referred to herein as a "**Party**" or collectively as the "**Parties**."

WITNESSETH

WHEREAS, City is the owner of certain real property located in the City of Fellsmere, Indian River County, Florida, consisting of approximately 6,400 square feet, which is more particularly described in Exhibit "A" attached hereto (the "**Property**"); and

WHEREAS, City desires to lease to Lessee, and Lessee desires to lease from City a certain portion of the Property, which is more particularly described in Exhibit "B" attached hereto (the "**Leased Premises**"), for purposes of constructing, maintaining, and operating a communications and tower facility (the "**Tower Facility**"); and

WHEREAS, to access the Leased Premises, City desires to grant to Lessee, and Lessee desires to receive from City, an appurtenant non-exclusive license for ingress and egress, on foot or motor vehicle, including trucks, and for installation, removing, replacing, modifying, maintaining and operating a Tower Facility, including, if applicable, underground utility wires, antenna equipment, cable wiring, back-up power sources, conduit, pipes, related fixtures and an antenna structure, over, across, and/or under a certain portion of the Property, which is more particularly described in Exhibit "C" attached hereto (the "**Access License**"); and

WHEREAS, City Council deems it to be in the best interests of the City to lease the Leased Premises to Lessee together with the Access License under the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter described, the parties agree as follows:

ARTICLE I

RECITALS

- 1.1 The above recitals are true and correct and incorporated herein by this reference.

ARTICLE II

LEASED PREMISES; ACCESS LICENSE

2.1 **Option to Lease.** As of the Effective Date, the City grants to Lessee the exclusive option to lease the Leased Premises (the “**Option**”) during the Option Period (defined below). At any time during the Option Period and Term (defined below), Lessee and its agents, engineers, surveyors and other representatives will have the right to enter upon the Property to inspect, examine, conduct soil borings, drainage testing, material sampling, and other geological or engineering tests or studies of the Property (collectively, the “**Tests**”), to apply for and obtain licenses, permits, or approvals, or other relief required of or deemed necessary or appropriate at Lessee’s sole discretion for its use of the Leased Premises including, without limitation, applications for zoning variances, zoning ordinances, amendments, special use permits, construction permits and any other permits and approvals (collectively, the “**Government Approvals**”), initiate the ordering and/or scheduling of necessary utilities, obtain a title report with respect to the Property, and otherwise to do those things on the Property that are necessary to determine the physical condition of the Property, the environmental history of the Property, and the feasibility or suitability of the Property for Lessee’s permitted use under this Agreement, all at Lessee’s expense. Nothing herein shall be construed to guarantee Governmental Approvals for any such applications. Lessee shall be authorized to apply for the Government Approvals on behalf of the City and the City agrees to reasonably cooperate with such applications. Lessee will not be liable to the City on account of any pre-existing defect or condition on or with respect to the Property, whether or not such defect or condition is disclosed by Lessee’s Tests unless such pre-existing condition is discovered by Lessee as a result of the Tests and despite such discovery, Lessee exercises the Option and commences construction of the Tower Facility. Lessee will restore the Property to its condition as it existed prior to conducting any Tests, reasonable wear and tear and casualty not caused by Lessee excepted. In addition, Lessee shall indemnify, defend and hold the City harmless from and against any and all injury, loss, damage or claims arising directly out of Lessee’s Tests.

- 2.1.1 In consideration of The City granting Lessee the Option, Lessee agrees to pay the City the sum of Five Thousand Dollars (\$5,000.00) within thirty (30) days of the full execution of this Agreement. The Option Period will be for an initial term of one (1) year from the Effective Date (the “**Initial Option Period**”) and may be renewed by Lessee for one (1) additional year (the “**Renewal Option Period**”) upon written notification to the City and the payment of an additional Five Thousand Dollars (\$5,000.00) prior to the expiration date of the Initial Option Period. Option payments are non-refundable and non-creditable to other payment obligations due under this Agreement. Unless utilized independently, the Initial Option Period and any Renewal Option Period shall be referred to collectively as the “**Option Period.**”
- 2.1.2 Lessee may exercise the Option at any time during the Option Period by delivery of written notice to the City (the “**Notice of Exercise of Option**”). The Notice of Exercise of Option shall set forth the commencement date (the “**Commencement Date**”), which shall be no later than two years after the Effective Date, of the Initial Term (defined below), If Lessee does not provide a Notice of Exercise of Option during the Option Period, this Agreement will terminate, and the parties will have no further liability to each other.
- 2.1.3 During the Option Period or the Term, unless required by law, the City shall not take any action to change the zoning status or land use of the Property which would diminish, impair, or adversely affect the use of the Premises by Lessee for its permitted uses hereunder.

2.2 Upon the Commencement Date, the City does hereby lease the Leased Premises together with the grant of the Access License to Lessee for purposes of constructing, maintaining, and operating a Tower Facility. Lessee shall have access to the Leased Premises and the Access License seven (7) days a week, twenty-four (24) hours a day. Notwithstanding the foregoing, for security purposes, access to the Leased Premises and Access License is subject to the following procedures: Lessee must call _____ at _____ (daytime primary telephone number) or _____ (after-hours primary telephone number); or in the event _____ cannot be reached, _____ at _____ (daytime secondary telephone number), or _____ (after-hours secondary telephone number), at which time one of the aforementioned City representatives will make arrangements for Lessee to access the Leased Premises and/or Access License as soon as is reasonably possible, but in no event later than 24 hours after Lessee contacted City by telephone. City will notify Lessee in writing of any change in the foregoing telephone numbers. City hereby agrees that one of the aforementioned City representatives or his/her designee will be on-call seven (7) days a week, twenty-four (24) hours a day, in order to provide Lessee access to the Leased Premises and/or Access License. It is agreed, however, that only authorized engineers, employees or properly authorized contractors of Lessee or persons under their direct supervision will be permitted to enter the Leased Premises.

ARTICLE III

LESSEE'S REPRESENTATION AND WARRANTIES

3.1 Lessee represents and warrants that it has the full and unencumbered right, power and authority to enter into this Agreement and has, or will have the unencumbered right, power and authority to perform any acts contemplated herein.

ARTICLE IV

LESSEE'S COVENANT

4.1 Lessee covenants and agrees that:

4.1.1 Lessee shall use the Leased Premises for the purposes of constructing, maintaining and operating a Tower Facility as well as leasing or granting licenses without the City's consent to use all or part of the Tower Facility, and uses incidental thereto, to meet Lessee's telecommunications needs and all necessary connecting appurtenances. In the event Lessee leases or grants a license to any third-party to use all or part of the Tower Facility to install antennas and/or equipment, Lessee shall provide at least sixty (60) days written notice to the City prior to the installation of such antennas and/or equipment providing: (a) the name of the sublessee, subtenant or licensee, (b) a description of the antennas and/or equipment to be installed, and (c) the location on the Tower Facility where such antennas and/or equipment will be installed. Lessee shall not cause or permit the installation of any antennas and/or equipment at the Tower Facility without first providing proof to the City that all permits from the applicable governmental agencies to install such antennas and/or equipment have been obtained or are unnecessary. Lessee may only construct or modify the Tower

Facility in accordance with a site plan, or a modified site plan as the case may be, approved by the City.

- 4.1.2 Lessee shall be responsible for soil borings, surveys, radio coverage tests and any other similar tests which may be required as a condition of construction of the Tower Facility and for all expenses related to the Tower Facility.
- 4.1.3 Lessee shall maintain the Leased Premises in a clean, orderly condition and meet all governmental requirements imposed by all federal, state or local agencies, including all provisions relating to landscape maintenance.
- 4.1.4 Lessee shall be solely liable for electricity expenses relating to the Tower Facility and uses incidental thereto. Lessee's electrical service shall be separately metered, and Lessee shall be responsible for all costs associated with metering, including the cost of installing any meter.
- 4.1.5 Lessee shall submit all required applications for permits to the applicable governmental agencies, including, but not limited to, the City and/or Indian River County for review, approval and required fees.
- 4.1.6 Lessee shall be responsible for making any necessary returns for and paying any and all ad valorem and non-ad valorem taxes separately levied or assessed against its improvements on the Leased Premises and/or Access License.
- 4.1.7 Lessee shall remove its personal property, fixtures and the Tower Facility within ninety (90) days of the termination of this Agreement and shall return the Leased Premises and Access License to the City to grade, in its original condition; provided, however, that Lessee shall leave, at City's option, if applicable, the foundation, security fence, and Tower Facility to become the property of City. The City must make a written demand to leave such property within sixty (60) days of sending or receiving notice of the termination of this Agreement otherwise Lessee shall have no obligation to leave such property. If such time for removal causes Lessee to remain on the Leased Premises after termination of this Agreement, Lessee shall pay rent at double the then existing annual rate or on the existing month's prorated basis, until such time as the removal of personal property and fixtures are completed.
- 4.1.8 Lessee shall keep the Leased Premises and Access License free from any liens arising out of any work performed, materials furnished, or obligations incurred by or for Lessee. Lessee shall, within twenty (20) days following the imposition of any such lien, cause the same to be released of record by payment or posting of a proper bond. No work which City permits Lessee to perform on the Leased Premises and/or Access License shall be deemed to be for the use and benefit of the City so that no mechanics or other lien shall be allowed against the City by reason of its consent to such work. City shall have the right to post notices and/or

record a Memorandum of Lease in the Public Records that it is not responsible for payment for any such work.

- 4.1.9 If Lessee elects to terminate this Agreement for convenience in accordance with Section 10.3 of this Agreement, Lessee shall provide to City as liquidated damages no later than thirty (30) calendar days after the Termination Date, a lump sum equal to the amount of six (6) month's rental payments from the date of termination. Failure to timely pay said liquidated damages shall subject Lessee to a late fee of one and one-half percent (1.5%) per month or eighteen percent (18%) per annum.

ARTICLE V

CITY'S REPRESENTATIONS AND WARRANTIES

- 5.1 Lessee represents and warrants that:
- 5.1.1 City has good and sufficient title and interest to the Property and has full authority to enter into and execute this Agreement.
- 5.1.2 There are no other liens, judgments or impediments of title on the Leased Premises and/or Access License that will interfere with Lessee's ability to lease the Leased Premises and use the Access License for the purposes contemplated in this Agreement.
- 5.1.3 Lessee will have the first priority right to install its antennas and operate the Tower Facility contemplated in this Agreement.

ARTICLE VI

CITY'S COVENANTS

- 6.1 City covenants and agrees that:
- 6.1.1 City shall cooperate with Lessee in its effort to obtain certificates, permits and other approvals that may be required by any federal, state or county authorities. City shall grant Lessee the right to survey the Property, Leased Premises, and/or Access License in order to meet requirements to submit the applications for permits.
- 6.1.2 From time to time, City may approve other entities to operate communications facilities at or on the Tower Facility and/or the right to install antennas in connection with the operation of such facilities or other communications facilities; provided, however, that (i) City shall not allow the operation of such facilities and antennas by other lessees to interfere with the operation of Lessee or any of Lessee's subtenant's or licensee's antennas and equipment as it exists at the time of such other lessee's installation or as it may be modified at any time during the term of this Agreement, as the same may be extended, (ii) the placement of such other facilities and antennas shall be at a location on the

Tower Facility approved by Lessee, and (iii) such other entity shall pay Lessee a reasonable monthly recurring rent or license fee for the placement of such antennas and facilities for a term commensurate with other antennas and facilities located at or on the Tower Facility. If any such interference occurs, City agrees to eliminate or attempt to cause the elimination of such interference with Lessee or any of Lessee's subtenant's or licensee's operations within a reasonable time after receipt of Lessee's notice of such interference and, if necessary, to cause the interfering party to cease its operations. If such interference continues for more than thirty (30) consecutive days after Lessee's notice to City with respect to such interference, then Lessee shall have the right to immediately cause such other entity to remove its antennas and equipment from the Tower Facility. The City hereby also agrees that the Lessee has no obligation or requirements to upgrade or modify the Tower Facility to facilitate its use for other entities which the City may authorize. Any or all costs associated therewith, shall be borne by parties other than the Lessee.

- 6.1.3 Should the City at any time during the term of this Agreement, or any renewals or extensions thereof, decide to sell all or part of the Property (other than the Leased Premises) to a purchaser other than Lessee, such sale shall be under and subject to this Agreement and Lessee's rights hereunder, and any sale by the City of the portion of p
- 6.1.4 Property underlying the Access License herein granted shall be under and subject to the right of the Lessee in and to the use of such right-of-way. With respect to any partial sale of the Property, the resulting parcels from such partial sale are required to afford Lessee the protections set forth in this Section 6.1. Notwithstanding anything to the contrary contained here, to the extent not prohibited by law, the City may only assign this Agreement in its entirety and only to any person or entity who or which acquires fee title to the Property
- 6.1.5 The City shall not cause or permit the construction of communications or broadcast towers or structures, fiber optic backhaul facilities, or satellite facilities on the Property except for the Tower Facility constructed by Lessee. The City and Lessee intend by this Agreement for Lessee (and persons deriving rights by, through, or under Lessee) to be the sole parties to market, use, or sublease any portion of the Property for a Tower Facility during the term. The City agrees that this restriction on the use of the Property is commercially reasonable, not an undue burden on the City, not injurious to the public interest, and shall be specifically enforceable by Lessee (and persons deriving rights by, through or under Lessee) in a court of competent jurisdiction. The foregoing restriction shall run with the land and be binding on the successors and assigns of the City.

ARTICLE VII
ACKNOWLEDGEMENTS

- 7.1 City and Lessee acknowledge and agree that:
- 7.1.1 Prior to the submittal of the application for the required building permit(s), Lessee's ability to construct, maintain, and operate the Tower Facility on the Leased Premises is contingent upon Lessee obtaining, after the execution of this Agreement, all the certificates, permits and other approvals that are required by any federal, state, governmental agencies, including but not limited to the City and/or Indian River County, or other local agencies. In the event that any such certificate, permit or approval issued to Lessee is canceled, expires, lapses or is otherwise withdrawn or terminated by a governmental authority so that Lessee is unable to use the Leased Premises for its intended purposes, Lessee shall have the right to terminate this Agreement pursuant to Article X of this Agreement.
 - 7.1.2 Prior to the submittal of the application for the required building permit(s), Lessee shall have the right to perform or caused to be performed, at its sole expense, and shall have completed an assessment of the Leased Premises and the adjacent areas in order to determine whether such are contaminated by hazardous substances or pollutants. If the assessment reveals the presence of hazardous substances or pollutants beyond levels acceptable to the Lessee under applicable environmental laws, Lessee shall have the right to terminate this Agreement pursuant to Article X of this Agreement.
 - 7.1.3 Lessee may, at its expense, make such improvements on the Leased Premises as it deems necessary from time to time for the operation of the Tower Facility for wireless voice and data communications. Upon request, City agrees to waive or subordinate any lien rights it has regarding Lessee's property if such lien rights did not arise from a default by Lessee under this Lease, in order to facilitate Lessee's financing of said improvements or their respective equipment and will execute such documents as may be reasonably necessary to do so .
 - 7.1.4 If because of Lessee's operations on the Leased Premises any laws or regulations of the Federal Aviation Administration, Federal Communications Commission or any other relevant governmental agency or body require or recommend that Lessee's antennas and/or all or a portion of the Tower Facility be lit and/or marked, Lessee may install and maintain such lighting and markings. In no event, however, shall Lessee be liable for the installation or maintenance of any lighting or markings required by the operations of City or any other lessee in or on the Tower Facility.
 - 7.1.5 Lessee shall have the first priority right to install or have its subtenants and licensees install their antennas and operate their communications facilities at the

Tower Facility, without Landlord's consent, provided such communications facilities are consistent with installations on similar Tower Facilities.

- 7.1.6 Subject to Section 6.1.2, City shall have the right to install or have installed other antennas for government or private usage.

ARTICLE VIII

LEASE TERM

8.1 The term of this Agreement shall be for an initial term of five (5) years (the "**Initial Term**") with five additional five (5) year automatic renewal periods, unless Lessee delivers notice to the City, not less than thirty (30) days prior to the end of the then-current initial term or renewal term, as applicable, of Lessee's intent not to renew.

ARTICLE IX

CONSIDERATION

9.1 Beginning on the first (1st) day of the second (2nd) month after the Commencement Date ("**Rent Commencement Date**"), Lessee shall pay in advance to the City a monthly rent payment of Two Thousand Three Hundred Dollars (\$2,300.00) ("**Rent**") at the address set forth in Section 14.6 below on or before the fifth (5th) day of each calendar month. The initial payment of Rent will be forwarded by Lessee to the City within thirty (30) days after the Rent Commencement Date.

9.2 Beginning with the second (2nd) Tower User (as hereinafter defined), Lessee agrees to pay the City twenty five percent (25%) of the second (2nd) and each subsequent additional Tower User's monthly sublease or license fee ("**Sublease Fee**") as additional Rent (individually, or together if applicable, a "**Revenue Share Fee**"), subject to the following terms and conditions. The applicable Revenue Share Fee shall commence on the first day of the month following the date that such additional Tower User(s) commences payments to Lessee of such carrier's Sublease Fee under its respective sublease(s). The Revenue Share Fee shall only be due and payable in the event there are two (2) or more Tower Users. If at any time after the addition of a second (2nd) Tower User the number of Tower Users is reduced to one (1) Tower User, then no Revenue Share Fee shall be due and payable. Notwithstanding anything to the contrary contained herein, the Revenue Share Fee shall only be due and payable by Lessee to the City hereunder during the term of such Tower Users' sublease agreements for so long as such Tower Users are actually paying Lessee the requisite Sublease Fee set forth therein. For purposes of this Agreement, Sublease Fee shall be all rent or other consideration collected from any sublease that Lessee enters into with any subtenant or licensee including amendments and renewals thereof but excluding: (i) any reimbursements or pass-throughs from such subleases or licenses to Lessee for charges including but not limited to utility charges, taxes, or other pass-through expenses or (ii) any fees from subleasees or licensees to Lessee for services performed on behalf of such subleasees or licensees including but not limited to site acquisition, due diligence, design and engineering work, construction, site inspections, radio frequency monitoring and testing, repairs, and zoning and permitting. For purposes herein, the term "**Tower User**" shall mean any person or entity utilizing the Tower Facility for purposes of mounting electronic communication equipment and antennae, including, but not limited to, national

broadband carriers, such as, Verizon, AT&T, Dish, and T-Mobile, regional broadband carriers, wireless carriers, mobile service providers, and cable and satellite service providers.

9.3 Lessee shall pay any personal or increase in real property taxes assessed on, or any portion of such taxes attributable to, the Tower Facility located on the Leased Premises including Florida state sales tax, ad valorem and non-ad valorem taxes assessed against Lessee's property, utility charges, cost of maintenance, and all other charges and expenses whatsoever associated with the Lessee's use of the Leased Premises and Access License. Lessee acknowledges that the Property and the Leased Premises are presently exempt from ad valorem taxation. Therefore, Lessee shall pay as additional rent any increase in real property taxes levied against the Leased Premises, which are directly attributable to Lessee's use of the Premises (but not, however, taxes attributable to periods prior to the Effective Date such as roll-back or greenbelt assessments).

9.4 In addition to any other consideration set forth herein, Lessee shall pay the City a one-time payment of Thirty Thousand Dollars (\$30,000) within thirty (30) days of the date Lessee is issued a building permit for or commences construction of the Tower Facility, whichever occurs first.

ARTICLE X

TERMINATION

10.1 This Agreement may be terminated in whole or in part in writing by either Party in the event of default by the other to fulfill its obligations under this Agreement or any other agreement contemplated by this Agreement through no fault of the terminating Party, provided that no termination may be effected unless the other Party is given: (1) not less than forty-five (45) calendar days' written notice of intent to terminate; and (2) the default is not cured within the forty-five (45) day period. In the event the City elects to terminate this Agreement due to a default by Lessee (which remains uncured by Lender), the City shall continue to honor all sublease and license commitments made by Lessee through the expiration of the term of any such commitment and shall be entitled to collect and retain the rents or license fees associated with such subleases or license commitments, it being intended hereby that each such commitment shall survive the early termination of this Agreement.

10.2 This Agreement may be terminated, in whole or in part, in writing, by the Lessee for convenience, provided that the City is afforded not less than one (1) year written notice.

10.3 If the Leased Premises or the Tower Facility is damaged, destroyed, condemned, or transferred in lieu of condemnation, Lessee may elect to terminate this Agreement by giving notice to the City no more than forty-five (45) days following the date of such damage, destruction, condemnation, or transfer in lieu of condemnation.

10.4 In the event of termination of this Agreement by Lessee, all rental payments paid to City prior to said termination date shall be retained by the City. Notwithstanding the foregoing, if such termination by Lessee is due to a default on the part of the City of any terms or conditions

contained in this Agreement, the City will refund to Lessee any unearned prepaid rent still in its possession.

ARTICLE XI

PUBLIC RECORDS

11.1 The CITY OF FELLSMERE is a “public agency” subject to Chapter 119, Florida Statutes. Lessee shall comply with all applicable public records laws:

- A) IF LESSEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO LESSEE’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 22 S. ORANGE STREET, FELLSMERE, FLORIDA 32948, (772) 646-6301, CITYCLERK@CITYOFFELLSMERE.ORG.**
- B) Lessee shall comply with the public records law, specifically to:
- i. Keep and maintain public records required by the City to perform the service.
 - ii. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Section 119.07, F.S., or as otherwise provided by law.
 - iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following termination of the Agreement if Lessee does not transfer the records to the City.
 - iv. Upon termination of the Agreement, transfer, at no cost, to the City all public records in possession of Lessee or keep and maintain public records required by the City. If Lessee transfers all public records to the City upon termination of the Agreement, Lessee shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Lessee keeps and maintains public records upon termination of the Agreement, Lessee shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.
- C) Requests for public records shall be processed as follows:

- i. If Lessee receives a request to inspect or copy public records relating to the City's Agreement with Lessee, Lessee shall advise the requesting party that the request must be made directly to the City. If the City does not possess the requested records, the City shall immediately notify Lessee of the request, and Lessee must provide the records to the City or allow the records to be inspected or copied within a reasonable time.
 - ii. If Lessee does not comply with the City's request for records, the City shall enforce the Agreement provisions in accordance with the Agreement.
 - iii. Should Lessee fail to provide the public records to the City within a reasonable time, Lessee may be subject to penalties under Section 119.10, F.S.
- D) Failure of Lessee to comply with these requirements shall be a material breach of this Agreement, for which the City shall have the right to immediately terminate the Agreement. This Article shall survive the termination of this Agreement.

ARTICLE XII

INDEMNIFICATION

12.1 Lessee agrees to indemnify, defend, and hold harmless the City, its councilmembers, officers, employees and agents from and against any and all liabilities, claims, suits, demands, losses, causes of action, damages, lawsuits, judgments, including, but not limited to, reasonable attorneys' fees, paralegal fees and costs (the "**Losses**") arising out of any negligence, recklessness, or intentional misconduct, act or omission of Lessee and causing injury to any person or persons or property, whomsoever and whatsoever related to the Lessee's use of the Lease Premises and Access License, provided, however, in no event shall Lessee indemnify the City for any such Losses to the extent arising from the gross negligence or willful misconduct of the City.

12.2 Nothing contained herein is intended nor shall be construed to waive City's rights and immunities under the common law or §768.28, Florida Statutes, as may be amended from time to time.

12.3 All provisions of indemnification shall survive the termination and expiration of this Agreement.

12.4 EACH PARTY HERETO WAIVES ANY AND ALL CLAIMS AGAINST THE OTHER FOR ANY LOSS, COST, DAMAGE, EXPENSE, INJURY OR OTHER LIABILITY WHICH IS IN THE NATURE OF INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES WHICH ARE SUFFERED OR INCURRED AS THE RESULT OF, ARISE OUT OF, OR ARE IN ANY WAY CONNECTED TO THE PERFORMANCE OF THE OBLIGATIONS UNDER THIS AGREEMENT.

ARTICLE XIII

INSURANCE

13.1 The Lessee shall not commence work under this Agreement until it has obtained all insurance required under this Article nor shall the Lessee allow any Subcontractor to commence work on his sub-contract until all such insurance required of the subcontractor has been obtained and approved.

13.2 A certificate of insurance reflecting evidence of the required insurance shall be filed with the City prior to the commencement of any work contemplated under this Agreement. Lessee shall provide the City with at least thirty (30) days' prior written notice of any cancellation or required coverage that is not replaced. Policies shall be issued by companies eligible to do business under the laws of the State of Florida.

13.3 Insurance shall be in force until all work contemplated under the terms of the Agreement is satisfactorily completed as evidenced by the formal acceptance by the City. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the Lessee shall furnish, at least ten (10) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect.

13.4 The Lessee shall not perform or continue to perform work contemplated in this Agreement unless and until all required insurance remains in full force and effect.

13.5 Required Insurance:

13.5.1 Commercial General Liability insurance to cover liability bodily injury and property damage. Exposures to be covered are: premises, operations, products/completed operations, and certain contracts. Coverage must be written on an occurrence basis, with the following limits of liability:

Bodily Injury	2,000,000
and Property Damage	
1. Each Occurrence	1,000,000
2. Annual Aggregate	1,000,000
Personal Injury	2,000,000
Annual Aggregate	

Evidence of Completed Operations and Products Liability shall be maintained for two (2) years after the final payment.

Property Damage Liability Insurance shall include Coverage for the following hazards:

X - explosion
C - collapse
U - underground

- 13.5.2 Workers Compensation insurance shall be maintained during the life of this Agreement to comply with statutory limits for all employees, and in the case any work is sublet, Lessee shall require the subcontractors similarly to provide Workers Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by Lessee. The Lessee and his subcontractors shall maintain during the life of this policy Employers Liability Insurance. The following limits must be maintained:

Workers Compensation	Statutory
Employer's Liability	\$100,000 per occurrence
	\$500,000 Disease policy limit
	\$100,000 Disease each employee

If Lessee claims to be exempt from this requirement, Lessee shall provide City proof of such exemption along with a written request for City to exempt Lessee.

- 13.5.3 Commercial Auto Liability coverage shall include owned, hired and non-owned vehicles.

Bodily Injury and Property Damage

1. Each Accident \$2,000,000

- 13.5.4 Lessee shall include the City as an additional insured on each of the liability policies required herein and shall hold the City harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder.

- 13.5.5 Any insurance required of Lessee pursuant to this Agreement must also be required by any contractor, subcontractor or sublessee, including naming the City as an additional insured, in any work is subcontracted unless such subcontractor is covered by the protection afforded by the Lessee and provided proof of such coverage is provided to City. The Lessee and any sublessee shall maintain such policies during the term of this Agreement.

- 13.5.6 Umbrella Liability. In addition to the above stated policies Lessee shall maintain, for the term of this Agreement (and any renewals thereof), an excess umbrella liability policy wherein the City shall be named as an additional insured.

Limit	\$5,000,000.00 per occurrence and in the aggregate.
	Lessee may use any combination of primary and excess to meet required total limits.

- 13.5.7 The City reserves the right to require any other reasonable insurance coverage that may be necessary depending upon the exposures, provided such additional insurance is generally adopted for similar structures and operations as the Tower Facility.

ARTICLE XIV

MISCELLANEOUS PROVISIONS

14.1 **Assignment.** Lessee shall not assign, sell, lease, or transfer all or any part of this Agreement without prior written consent of City Council of the City of Fellsmere, which shall be in City Council's reasonable discretion. This Agreement is binding upon, inures to the benefit of, and is enforceable by the Parties and their respective successors and permitted assigns. Notwithstanding the foregoing, Lessee may transfer or assign this Agreement to Lessee's lender, principal, affiliates, subsidiaries, subsidiaries of its principal or to any entity which acquires all of or substantially all of Lessee's assets or ownership interests by reasons of merger, acquisition or other business reorganization without the City's consent (a "**Permitted Assignment**").

14.2 **Governing Law; Venue.**

14.2.1 This Agreement shall be governed by and construed in accordance with the laws of the State of Florida (without giving effect to conflict of law principles) as to all matters, including but not limited to matters of validity, construction, effect, performance, and remedies.

14.2.2 Any claim, cause of action, objection or dispute arising out of the terms of this Agreement shall be litigated in the courts of Indian River County, Florida, if filed in State court, or the United States District Court, Southern District of Florida, Ft. Pierce Division, if filed in Federal court, which courts shall have exclusive jurisdiction for such purpose.

14.3 **Insolvency.** In the event that Lessee shall become insolvent, make a general assignment for the benefit of creditors, suffer or permit the appointment of a receiver for its business or its assets or shall avail itself of, or become subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or the protection of rights of creditors, or become subject to rehabilitation, then, at the option of City and immediately upon written notice, this Agreement shall terminate and be of no further force and effect.

14.4 **Entire Agreement.** This Agreement and its exhibits and attachments sets forth all the promises, agreements, conditions, and understandings, either oral or written, between the Parties.

14.5 **Severability.** If any provision of this Agreement is held to be illegal, invalid, or unenforceable under any present or future law, and if the rights or obligations of any Party under this Agreement will not be materially and adversely affected thereby, such provision shall be fully severable; this Agreement will be construed and enforced as if such illegal, invalid, or unenforceable provision had never comprised a part hereof; the remaining provisions of this Agreement will remain in full force and effect and will not be affected by the illegal, invalid, or unenforceable provision; the Parties shall negotiate in good faith to restore insofar as practicable the benefits to each Party that were affected by such ruling and to include as a part of this Agreement a legal, valid, and enforceable provision as similar in terms to such illegal, invalid, or unenforceable provision as possible.

14.6 **Notices.** Any notice required or that may be given under this Agreement shall be

9-12-2023

DJR Track Changes

VB Site ID: US-FL-5607

VB Site Name: Sebastian Mid School

provided in writing by certified mail return receipt requested and shall be deemed received two days after the date of sending, to the following parties, with mandatory copies, as provided below:

For City:	Mark D. Mathes City Manager 22 S. Orange Street Fellsmere, FL 32948 citymanager@cityoffellsmere.org	With Copy to: City Clerk City of Fellsmere 22 S. Orange Street Fellsmere, FL 32948 cityclerk@cityoffellsmere.org
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For Lessee: Vertical Bridge VBTS, LLC
750 Park of Commerce Drive, Suite 200
Boca Raton, FL 33487
Dan.Marinberg@verticalbridge.com

For Lender: Toronto Dominion (Texas) LLC
31 West 52nd Street
New York, NY 10019
Attn: Admin Agent
Fax No. 416-982-5535

14.7 Attorneys' Fees. In the event of litigation of any claim, cause of action, objection or dispute arising out of the terms of this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees, including paralegal fees, and costs.

14.8 Waiver of Compliance; Consents. Any term or condition of this Agreement may be waived by the Party that is entitled to the benefit thereof, but no such waiver shall be effective unless set forth in a written instrument duly executed by or on behalf of the Party waiving such term or condition. Any waiver by any Party of any condition, or of the breach of any provision, term, covenant, representation, or warranty contained in this Agreement, in any one or more instances, shall not invalidate this Agreement, nor shall such waiver be deemed to be nor construed as a furthering or continuing waiver of any such condition, or of the breach of any other provision, term, covenant, representation or warranty of this Agreement. Except as otherwise provided herein, the failure of a Party to assert any of its rights under this Agreement or otherwise shall not constitute a waiver of such rights. A waiver by a Party shall not invalidate this Agreement, nor shall such waiver be construed as a waiver of any other covenant, condition, representation, or warranty. A waiver by a Party of the time for performing any act shall not constitute a waiver of time for performing any other act or the time for performing an identical act required to be performed at a later time.

14.9 Third-Party Beneficiaries. The terms and provisions of this Agreement are intended solely for the benefit of the Parties and their respective successors and permitted assigns, and it is not the intention of the parties to confer third-party beneficiary rights upon any other person.

14.10 Waiver of Jury Trial. Each of the Parties hereto irrevocably waives its right to a jury trial with respect to any action or claim arising out of any dispute in connection with this

Agreement. This provision is a material inducement for the parties hereto to enter into this Agreement and shall survive the termination of this Agreement.

14.11. Right of First Refusal. In the event the City determines to sell, transfer, license or otherwise convey any interest, whether fee simple interest, easement interest, leasehold, or otherwise, and whether direct or indirect by way of transfer of ownership interests in the City if the City is an entity, which interest underlies or affects any or all of the Premises (the “**ROFR Property**”) to any third party that is a Third Party Competitor (as defined below), to the extent not prohibited by law, the City shall offer Lessee a right of first refusal to purchase the Premises (or such larger portion of the Property that encompasses the Premises, if applicable). For purposes herein, a “**Third Party Competitor**” is any person or entity directly or indirectly engaged in the business of owning, acquiring, operating, managing, investing in or leasing communications infrastructure or any person or entity directly or indirectly engaged in the business of owning, acquiring, or investing in real property leases or easements underlying communications infrastructure. In such event, the City shall send a written notice to Lessee that shall contain an offer to Lessee of a right of first refusal to purchase the ROFR Property, together with a copy of any offer to purchase, or any executed purchase agreement or letter of intent (each, an “**Offer**”), which copy shall include, at a minimum, the purchase price or acquisition price, proposed closing date, and financing terms (collectively, the “**Minimum Terms**”). Within thirty (30) days of receipt of such Offer, Lessee shall provide written notice to the City of Lessee’s election to purchase the ROFR Property on the same Minimum Terms; provided, the closing date shall be no sooner than sixty (60) days after Lessee’s purchase election notice; and further provided that given the City’s direct relationship and access to Lessee, Lessee shall not be responsible for payment of any broker fees associated with an exercise of Lessee’s rights to acquire the ROFR Property. Within thirty (30) days of receipt of such Offer, Lessee shall provide written notice to the City of Lessee’s election to purchase the ROFR Property on the same Minimum Terms; provided, the closing date shall be no sooner than sixty (60) days after Lessee’s purchase election notice; and further provided, that Lessee shall not be required to match any components of the purchase price which are speculative or incalculable at the time of the Offer. In such event, the City agrees to sell the ROFR Property to Lessee subject to Lessee’s payment of the purchase price and compliance with a purchase and sale agreement to be negotiated in good faith between the City and Lessee. If Lessee provides written notice that it does not elect to exercise its right of first refusal to purchase the ROFR Property, or if Lessee does not provide notice of its election within the thirty (30) day period, Lessee shall be deemed to have waived such right of first refusal only with respect to the specific Offer presented (and any subsequent Offers shall again be subject to Lessee’s continuing right of first refusal hereunder), and the City shall be permitted to consummate the sale of the ROFR Property in accordance with the strict terms of the Offer (“**Permitted Sale**”). If the City does not consummate the Permitted Sale within ninety (90) days of the date of Lessee’s waiver of its right of first refusal, including if the Minimum Terms are modified between the City and the Third Party Competitor, the City shall be required to reissue a New Offer to Lessee.

14.12. Subordination, Non-Disturbance and Attornment. In the event the Property is encumbered by a mortgage or deed of trust or other security instrument of any kind (a “**City Mortgage**”), the City, within fifteen (15) days following Lessee’s request or immediately prior to the creation of any encumbrance created after the date this Agreement is fully executed, will obtain from the holder of each such City Mortgage a fully-executed subordination, non-disturbance and attornment agreement (an “**SNDA**”) in recordable form, which shall be prepared or approved by Lessee. The holder of every such City Mortgage shall, in the SNDA, agree that in the event of a

foreclosure, or conveyance in lieu of foreclosure of the City's interest in the Premises, such City Mortgage holder shall recognize and confirm the validity and existence of this Agreement, not disturb the tenancy of Lessee (and its customers, subtenants, and licensees) and Lessee (and its customers, subtenants, and licensees) shall have the right to continue its use and occupancy of the Premises in accordance with the provisions of this Agreement, provided Lessee is not in default of this Agreement beyond applicable notice and cure periods.

14.13. Lender Rights. The City agrees to recognize the subleases and licenses of all subtenants and licensees and will permit each of them to remain in occupancy of its premises notwithstanding any default hereunder by Lessee so long as each such respective subtenant or licensee is not in default under the lease/license covering its premises and the City continues to receive its entire monthly rent due under this Agreement. The City agrees to execute such documents as any such subtenant and/or licensee might reasonably require, including customary subordination, non-disturbance and attornment agreements and/or the City recognition agreements, to further memorialize the foregoing, and further agrees to use the City's best efforts to also cause its lenders to similarly acknowledge, in writing, subtenant's and licensee's right to continue to occupy its premises as provided above.

14.13.1 The City consents to the granting by Lessee of a lien and security interest in Lessee's interest in this Agreement and/or leasehold estate of the Leased Premises and all of Lessee's personal property and fixtures attached to the real property described herein, and furthermore consents to the exercise by Lender of its rights of foreclosure with respect to its lien and security interest. The City agrees to recognize Lender as Lessee hereunder upon any such exercise by Lender of its rights of foreclosure.

14.13.2 The City hereby agrees to give Lender written notice of any breach or default of Lessee of the terms of this Agreement within fifteen (15) days after the occurrence thereof at the address set forth in Section 14.6 Notices above. The City further agrees that no default under this Agreement by Lessee shall be deemed to have occurred unless such notice to Lender is also given and that, in the event of any such breach or default under the terms of this Agreement, Lender shall have the right, to the same extent, for the same period and with the same effect, as Lessee. The City shall have no right, and expressly waives any right arising under applicable law, in and to the rentals or other fees payable to Tenant, if any, under any sublease or license of the Leased Premises by Tenant, which rentals or fees may be assigned by Tenant to Lender, provided that the City is receiving its entire monthly rent due under this Agreement.

14.13.3 Lessee shall have the right from time to time to mortgage or otherwise encumber Lessee's interest in this Agreement and/or leasehold estate in the Leased Premises; provided, however, in no event shall there be more than one such mortgage or encumbrance outstanding at any one time. If Lessee shall so mortgage (each a "**Lessee Mortgage**") Lessee's interest in this Agreement and/or leasehold interest in the Leased Premises to

Lender, Lessee or Lender shall give The City prompt notice of such Lessee Mortgage and furnish the City with a complete and correct copy of such Lessee Mortgage, certified as such by Lessee or Lender, together with the name and address of Lender if it is different from the information set forth in the notice provisions hereof. The term “**Lender**” as used in this Agreement shall mean the lender identified in the notice provisions hereof and its successors, assigns, designees or nominees, provided such successors, assigns, designees, or nominees give the City their name and address for notice purposes.

14.14. Additional Provisions. The parties hereto agree that (i) Lessee is in possession of the Premises notwithstanding the fact that Lessee has subleased or licensed, or may in the future sublease or license, certain of the improvements thereon or portions of the Premises to third parties, and (ii) the requirements of Section 365(h) of Title 11 of the United States Code (the Bankruptcy Code) with respect to Lessee’s possession of the leasehold under this Agreement are satisfied. Accordingly, the right of Lessee to remain in possession of the leasehold under this Agreement shall continue notwithstanding any rejection of this Agreement in any bankruptcy proceeding involving the City, or any other actions by any party in such a proceeding. This provision, while included in this Agreement, has been separately negotiated and shall constitute a separate contract between the parties as well as a part of this Agreement. The provisions of this Section are for the benefit of Lessee and its assigns, including, without limitation, Lender. The parties hereto also agree that Lender is a party in interest and shall have the right to appear as a party in any proceeding brought under any bankruptcy law or under any other law which may affect this Agreement.

IN WITNESS WHEREOF, the Parties hereto have set their hands and affixed their respective seals the day and year set for below, to be effective on the day and year first written above.

WITNESSES:

CITY:

City of Fellsmere, a municipal corporation
of the State of Florida

Print Name: _____

By: _____

Joel Tyson, Mayor

Print Name: _____

Date: _____

“SEAL”

9-12-2023
DJR Track Changes
VB Site ID: US-FL-5607
VB Site Name: Sebastian Mid School

WITNESSES:

Print Name: _____

Print Name: _____

LESSEE:

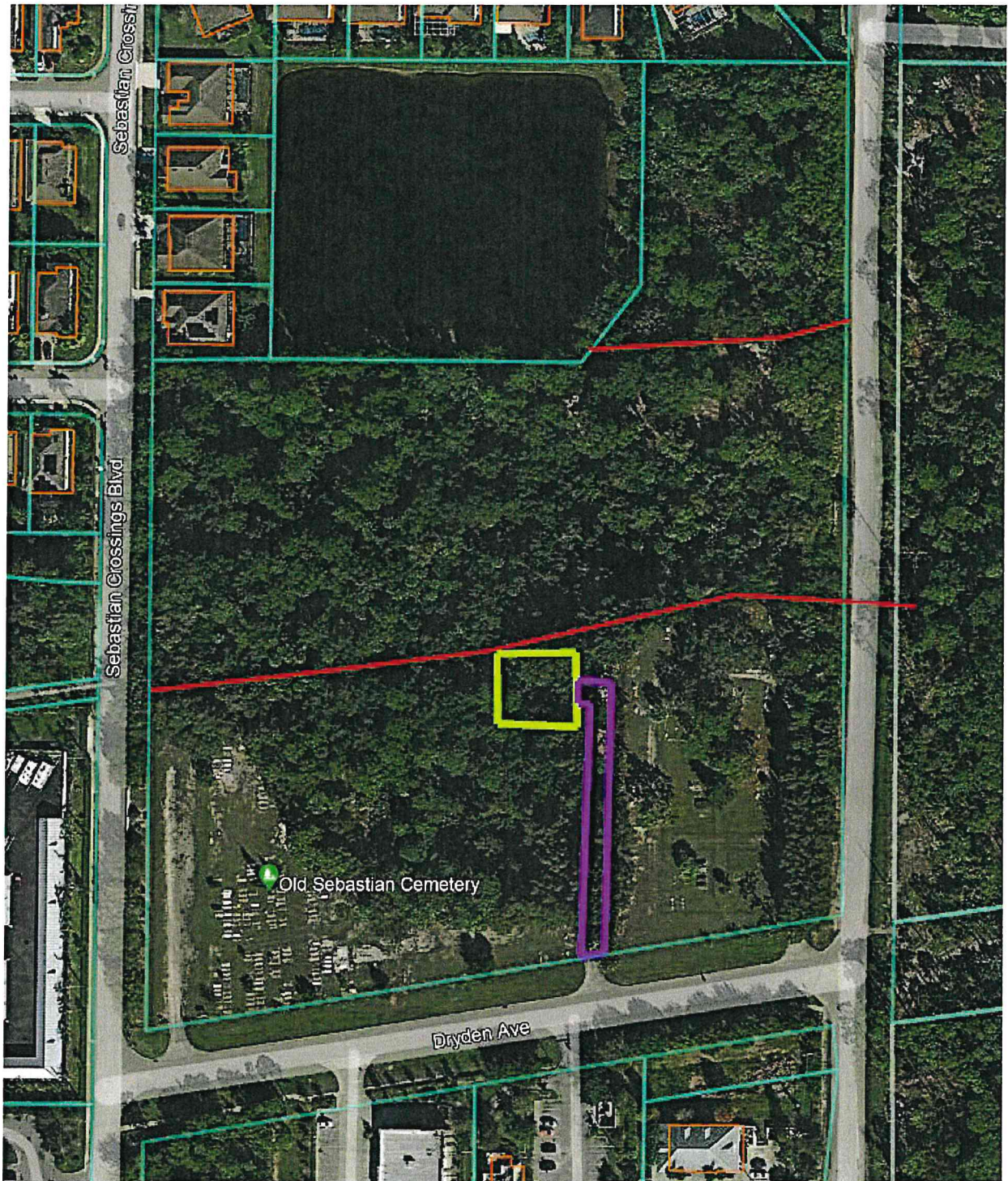
Vertical Bridge VBTS, LLC
a Delaware limited liability company

By: _____

Print Name: _____

Title: _____

Date: _____



City of Fellsmere City Council
Agenda Request Form

Meeting Date: October 19, 2023

Agenda Item No. 11(d)

☐ PUBLIC HEARING

☒ **RESOLUTION**

☐ Ordinance on Second Reading

☐ Public Hearing

☐ DISCUSSION

☐ ORDINANCE ON FIRST READING

☐ BID/RFP AWARD

☐ GENERAL APPROVAL OF ITEM

☐ CONSENT AGENDA

SUBJECT: Annual Update to the Standard Operating Procedures

RECOMMENDED MOTION/ACTION: Approve Resolution 2023-47 approving amendments to SOP.

Approved by City Manager *Alana W. Hatcher* **Date:** 10-12-23

Originating Department:	Costs: \$ Funding Source: Acct. #	Attachments: Res. 2023-47
Department Review: <input checked="" type="checkbox"/> City Attorney _____ <input type="checkbox"/> Comm. Dev. _____	<input checked="" type="checkbox"/> Finance _____ <input type="checkbox"/> City Engineer _____ <input type="checkbox"/> FPD _____	<input type="checkbox"/> Public Works _____ <input type="checkbox"/> City Clerk _____ <input checked="" type="checkbox"/> City Manager _____
Advertised: Date: _____ Paper: _____ <input checked="" type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u>X</u> Please initial one.

Submittal information: Council meets on the first and third Thursday's of each month. Agenda submittal deadline to the City Clerk is 5:00 p.m. of the last and second Thursday of each month. Therefore the deadline of the Agenda Request Form to the City Manager shall be the last and second Monday prior to the Thursday deadline.

Summary Explanation/Background:

The City Council is being requested to approve the annual update to the Standard Operating Procedures. Updates are summarized below.

- Organizational Chart – update to reflect new positions.
- Position Pay Plan – update to reflect new positions and current pay scales.
- Pay by Position – update to reflect new positions and current rates of pay.
- Section 6 – Probationary Period – update to reflect 12 month Department Head probationary period.
- Section 10.6 transfer [sick leave] to Other Employees – update to reflect practice.
- Section 11 Miscellaneous Leaves – minor clarifying tweaks – no change in policy.
- Section 14.08 Internet/Email/Social Media – revise to allow monitoring computer use.
- Section 14.10 City Cell Phones – revise reimbursement policy to provide flat \$75 reimbursement or actual cost if less than \$75.
- Section 14.11 Mandatory Meetings – add section to address special pay for mandatory all staff meetings.

RESOLUTION
No. 2023-47

A RESOLUTION OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA AMENDING THE STANDARD OPERATING PROCEDURES FOR THE ADMINISTRATION OF THE CITY OF FELLSMERE; PART 4, POSITION PAY PLAN; PART 4, PAY BY POSITION; SECTION 6 – PROBATIONARY PERIOD; SECTION 10.6 TRANSFER TO OTHER EMPLOYEES; SECTION 11 - MISCELLANEOUS LEAVES; SECTION 14.08 INTERNET/EMAIL/SOCIAL MEDIA; SECTION 14.10 CITY CELL PHONES; SECTION 14.11 MANDATORY MEETINGS; PROVIDING FOR RATIFICATION, AMENDMENT, SEVERABILITY, REPEAL OF CONFLICTING PROVISIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 1.04 of the City of Fellsmere Standard Operating Procedures (SOP) requires all amendments to the Standard Operating Procedures to be adopted by the City Council; and

WHEREAS, due to changes in operating procedures, staffing, and other matters it is necessary to amend the SOP as set forth in Exhibit “A” attached hereto and by this reference made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fellsmere, Indian River County, Florida, as follows:

SECTION 1. RATIFICATION. The above recitals are hereby adopted as legislative findings.

SECTION 2. AMENDMENT. That the SOP are hereby amended to read as set for the in Exhibit “A”.

SECTION 3. SEVERABILITY. If any section, part of a sentence, phrase or word this Resolution is for any reason held to be unconstitutional, inoperative or void, such holdings shall not affect the remaining portions hereof and it shall be construed to have been the legislative intent to pass this Resolution without such unconstitutional, invalid or inoperative part.

SECTION 4. REPEAL OF CONFLICTING PROVISIONS. All previous resolutions or parts thereof, which conflict with the provisions of this Resolution, to the extent of such conflict, are superseded and repealed.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

The foregoing Resolution was read only and adopted. Motion was made by Council Member _____, and the motion was seconded by Council Member _____ and, upon being put to a vote, the vote was as follows:

Mayor Joel Tyson _____

Council Member Fernando R. Herrera _____

Council Member Inocencia Hernandez _____

Council Member Gerald Renick _____

Council Member Jessica Salgado _____

The Mayor thereupon declared this Resolution duly passed and adopted this 19th day of October 2023.

CITY OF FELLSMERE, FLORIDA

Joel Tyson, Mayor

(S E A L)

ATTEST:

Maria Suarez-Sanchez,CMC, City Clerk

Exhibit "A" to Resolution 2023-47

Amendments to PART 1 - STANDARD OPERATING PROCEDURES

6.01 Purpose

The probationary period or "working test" is the period of time provided to allow the City an opportunity to evaluate an employee's performance and ability, to decide whether or not the employee is to be retained, to secure the most effective adjustment of a new employee to the position, and to reject any employee whose performance does not meet the required work standards.

6.02 Duration

The probationary period shall be for six (6) months from the first day of work for all employees, with the exception of newly employed and newly sworn Police Officers and newly hired or newly promoted Directors who will serve a twelve (12) month probationary period. The probationary period for newly employed but previously sworn Police Officers and currently employed and promoted Police Officers, shall be six months unless otherwise set forth by the Department Head with approval of the City Manager. The probationary period does not run during suspension. If a probationary employee is reinstated after suspension, the probationary period shall start over again, and the first day of calculation of the reinstatement shall also be the first day of the probationary period, without any credit for other probationary days credited to the employee. When the employee successfully completes the probationary period he/she will be on regular status.

6.03 Evaluation of Performance

During the probationary period the Department Head shall complete a written performance evaluation report regarding the probationary employee's willingness and ability to perform the job duties satisfactorily. During the probationary period the Department Head shall notify the City Manager or his designee and the employee when the performance is not satisfactory and the probationary period requirements are not being met. Such report shall be placed in the employee's file.

6.04 Dismissal or Demotion During Probation

- A. If a probationary employee has been found to be unqualified to perform or will not properly perform the duties of the position, the employee may be dismissed by the Department Head or City Manager if probationary employee is a Department Head.
- B. The Department Head must coordinate this action with the City Manager or his designee and furnish written notice that the employee is unsatisfactory and specify the reasons for the dismissal. For Department Heads, the City Manager shall provide the written notice required by this section. Probationary employees do not have the right of appeal for dismissal during the probationary period.

10.07 Transfer to Other Employees

An employee may transfer earned sick leave to another employee who is suffering from an illness and does not have sufficient earned sick leave themselves. Such transfers are taxable events for the receiving employee in accordance with state and federal law.

- 1. Only regular, full-time employees are eligible to donate sick leave and to receive sick leave donations. Employees must be on leave for a qualifying Family and Medical Leave Act or COVID-19 related reason or be authorized to receive donations for approved intermittent leave for a regimen of care related to their own serious medical condition under Family and Medical Leave Act as approved by the City Manager, if applicable.

Exhibit "A" to Resolution 2023-47

Amendments to PART 1 - STANDARD OPERATING PROCEDURES

2. All requests for sick leave donations must be submitted for approval through the department head to the Human Resources Department using the attached "Sick Leave Donations Request Form." Employees must provide the Human Resources Department with a completed "Certification of Health Care Provider" form (available in Human Resources) before a request for sick leave donations will be considered. This medical certification will be placed in the employee's medical file.
3. Requests for sick leave donation may be initiated when it is expected an employee will exhaust their accrued vacation and sick leave due to an extended or an ongoing intermittent absence from work related to a regimen of treatment. Employees must first exhaust their own sick and vacation leave in order to receive sick leave donations.
4. Employees are not eligible to receive sick leave donations in order to care for an ill or injured family member.
5. Employees who are absent due to an elective procedure unrelated to a serious or prolonged illness or injury are not eligible to receive sick leave donations.
6. Employees who have been disciplined within the previous 12 months for chronically being absent from work or for abusing sick leave are not eligible to receive sick leave donations. The discipline must be documented in the employee's personnel file in the Human Resources Department.
7. Employees who are injured in an accident caused by their use of alcohol, controlled substances, illegal drugs, or reckless behavior are not eligible to receive sick leave donations.
8. Employees are not eligible to receive sick leave donations in order to supplement workers' compensation benefits.
9. Employees who donate their sick leave cannot reduce their sick leave balance to less than two weeks (80 hours for a 37.5-hour week).
10. Employees who have given written notice of their intent to retire or resign are not eligible to donate sick leave.
11. Sick leave may only be donated in hourly increments and will be credited on an hour-for-hour basis.
12. Donations are credited to the recipient's sick leave account on an as-needed basis during the biweekly payroll process. Unused sick leave donations will be returned to the donors.
13. Absences from work utilizing donated sick leave will also count towards the recipient's annual leave entitlement under the Family and Medical Leave Act as long as the recipient's medical condition satisfies the Family and Medical Leave Act's definition of "serious health condition."
14. Generally, the sick leave donation process terminates upon the employee's return to work, and any future need for sick leave donations will require submitting another written request to the department head. Such approval will be solely at the discretion of management's authority, based on business needs, and meet the criteria established under this policy.
15. Employees who are able to continue working and who will be absent from work intermittently for a regimen of care related to their own serious medical condition under Family and Medical Leave Act may receive sick leave donations while on intermittent leave subject to prior approval by the City Manager, if applicable, or designee. Medical certification of the duration of the regimen of care must be submitted to Human Resources as a part of the medical certification process. The employee must first exhaust their accrued vacation and sick leave before receiving sick leave donations.
16. An eligible employee may receive up to 8 weeks of donated sick leave (based on budgeted hours) within the twelve-month span beginning the first day of the donation period. However, the total paid leave absence including the employee's own accrued sick and vacation leave as well as donated sick leave may not exceed 12 weeks unless approved in advance by the City Manager, if applicable. Such approval will be solely at the discretion of management's authority based on business needs.
17. Any employee who falsifies information; deliberately prolongs a medical leave under this program; attempts to buy, sell, or coerce individuals into donating hours; or abuses this program will be subject to disciplinary action, up to and including termination.

Exhibit "A" to Resolution 2023-47

Amendments to PART 1 - STANDARD OPERATING PROCEDURES

11.06 Leave ~~Without Pay~~ of Absence (without pay)

- A. The decision to grant a leave without pay (leave of absence) is a matter of management discretion. It shall be incumbent on the City Manager or his designee and the department head to review and determine each case on its own merits.
1. An employee granted a leave of absence must keep the department informed every one (1) month of his/her current activity (school, medical, military, etc.). In addition, the employee must keep the department head advised of his/her current address at all times.
 2. An employee who obtains either part-time or full-time employment elsewhere while on an authorized leave of absence is required to notify his/her department in writing within three working days of the acceptance of such employment.
 3. Failure to comply with the notification requirements will result in the employees being dropped from leave of absence status, in which case he/she must return to duty within forty-eight (48) hours with a written notice to return or be dismissed.
 4. At least two (2) weeks prior to the expiration of the leave of absence, the employee must contact his/her department head to facilitate the reinstatement process.
 5. Failure by an employee to return to work at the expiration of a leave of absence shall be grounds for dismissal.
- B. During the time an employee is on leave without pay, the employee accrues no sick leave or annual leave.
- C. If an employee's leave of absence is occasioned by illness, he/she may continue group life and hospitalization insurance for a period of twelve (12) months, provided that all necessary premium payments are made by the employee. In the case of leaves of absences not occasioned by illness, group life and hospitalization insurance may be continued for a maximum period of six (6) months if all necessary premium payments are made by the employee.
1. A maximum premium payment delinquency period of two (2) months will be enforced. If a monthly premium is delinquent and payment is not made by cash or payroll deduction from the next applicable pay period, coverage will be canceled as of the beginning of the delinquent period.
 2. If an employee is to be out of town during an approved leave of absence exceeding thirty days, payment arrangements must be made in advance so that premiums are kept current.
 3. If insurance coverage is canceled during an approved leave of absence, it may be reinstated upon an employee's return to active duty without the necessity for the waiting period prescribed for new employment.

Exhibit "A" to Resolution 2023-47

Amendments to PART 1 - STANDARD OPERATING PROCEDURES

- D. If an employee's leave of absence is occasioned by an event that qualifies for Family and Medical Leave Act, he/she may apply for such leave in accordance with Section 11.09.

11.07 Community Engagement Leave

- A. Only regular full-time are eligible for Community Engagement Leave.
- B. One (1) hour per pay period may be provided as paid leave for the purpose of community engagement. Community Engagement Leave may not be accumulated.
- C. Community Engagement must be approved by the Department Head in writing prior to the pay period in which such leave is requested.
- D. Community Engagement leave may be used for volunteer work with nonprofit or educational providers.

11.08 General Policy – Leave Without Pay

- A. In each case the City shall make reasonable efforts to return an employee from leave of absence without pay to his/her former position or a similar position of the same classification in another department. If no opening exists, the employee shall be placed on lay-off status.
- B. Department Heads must submit the necessary forms placing employees on a leave of absence for any period of leave without pay which exceeds thirty (30) consecutive days or longer. The leave of absence will be effective beginning with the first day of absence. Leave without pay includes excused absences for sickness or injury without accumulated sick leave time and other excused absences without pay.

11.09 Family & Medical Leave

- A. Summary of Policy:
1. The Family & Medical Leave Act (FMLA) applies to all public agencies regardless of number of employees; however, public agencies that have 50 or more employees within 75 miles of the employee's worksite are not required to provide the FMLA direct benefits (825.108(d), 29 CFR, Ch. V. n-employer that has 50 or more employees for 20 or more workweeks this year or last year. An employee who has worked for the City at least 12 months¹ and for at least 1250 hours² in the last 12 months may be eligible to apply for FMLA if the City has 50 or more employees within 75 miles of the employee's worksite. In the absence of these conditions, FMLA is not available to the employee.
 2. In accordance with Federal law, an eligible employee may take up to 12 weeks of unpaid FMLA within a 12-month period and be restored to the same or an equivalent position upon return from leave. The 12-month service period is defined as the 12 months preceding the starting date of the requested leave. This leave is extended to 26 weeks in a single 12-month period if needed to care for a covered service member with a serious illness or injury as explained more fully below.

¹ A break in service of seven (7) years or more will not be counted toward the 12-month total where the employee's break in service is occasioned by the fulfillment of his or her USERRA-covered service obligation.

² To determine whether the employee fulfills the 1250-hour requirement, an employee returning from fulfilling USERRA-covered military service obligations shall be credited with the hours of service that would have been worked, but for the period of covered service.

Exhibit “A” to Resolution 2023-47

Amendments to PART 1 - STANDARD OPERATING PROCEDURES

B. Calculating Leave Available:

1. For the purposes of calculating the number of available weeks, the 12 months preceding the date the requested leave is to begin will be reviewed. For example, if an eligible employee has taken four (4) weeks of FMLA within the past 12 months, the employee is entitled to only an additional eight (8) weeks of FMLA. An employee who has only worked for the City for 10 months when the leave would begin would not be eligible for FMLA.
2. For purposes of determining the amount of leave used by an employee, the fact that a holiday may occur within the week taken as FMLA leave has no effect; the week is counted as a week of FMLA leave. However, if an employee is using FMLA leave in increments of less than one week, the holiday will not count against the employee’s FMLA entitlement unless the employee was otherwise scheduled and expected to work during the holiday.

C. Reasons for Taking a Family & Medical Leave

FMLA may be taken for any of the following reasons:

1. The birth of a child and in order to care for such child;
2. The placement of a child with you for adoption or foster care;
3. To care for a spouse, son, daughter, or parent (“covered relation”) with a serious health condition;
4. Because of your own serious health condition which renders you unable to perform the functions of your position;
5. Because of any qualifying exigency (see below) arising out of the fact that the employee’s spouse, son, daughter, or parent is a military member on covered active duty (or has been notified of an impending call or order to active duty); or
6. To care for a covered service member with a serious injury or illness if the employee is the spouse, son, daughter, parent, or next of kin of the service member as explained below.

Leave because of reasons (1) or (2) must be completed within the 12-month period beginning on the date of birth or placement of the child. In addition, spouses employed by the City are permitted to take no more than a combined total of 12 weeks FMLA for the birth of a child or the placement of a foster care child.

Exhibit “A” to Resolution 2023-47
Amendments to PART 1 - STANDARD OPERATING PROCEDURES
SECTION 12 - POSITION CLASSIFICATION PLAN

12.01 Purpose

The Position Classification Plan, Part 47 of City of Fellsmere Policies and Procedures, provides a systematic arrangement and inventory of City Service positions as reflected in the City of Fellsmere Organizational Chart. The purpose of the plan is to group the various positions into classes based upon the range of duties, responsibilities and level of work performed.

13.01 Purpose

The Pay Plan will be directly related to the Classification Plan as the basis of compensation for employees and is also contained in Part 7-4 of the City of Fellsmere Policies and Procedures. The Pay Plan is constructed to reflect:

- A. Relative difficulty and responsibility between the classes of work within the City Service.
- B. Prevailing rates of pay for similar types of work in private and public employment in the labor market where the City recruits for employees.
- C. Availability of applicants to fill positions in the City Service.
- D. Economic conditions of the area.
- E. Financial policies of the City.

14.08 Internet / Email / Social Media

A. INTRODUCTION.

The operation of City Internet, Email and Social Media Access Policy for City employees is necessary in conducting the day-to-day business of the City. The use of City Internet, Email and Social Media represents one of the greatest sources for communicating with residents, suppliers, colleagues and to research relevant topics and obtain useful business information. This policy sets forth the guidelines and policies governing the operation of City Internet, Email and Social Media access used in the performance of official City Business.

B. SCOPE.

This policy establishes appropriate use of City Internet, Email and Social Media Access Policy for City employees.

C. GENERAL GUIDELINES:

- a. City of Fellsmere employees access the Internet from City-owned computers or other electronic devices. This access is intended for business-related purposes (such as communicating with residents, suppliers, colleagues, to research relevant topics and to obtain useful business information). City of Fellsmere employees may also access the Internet from personal computers or electronic devices to conduct city business. When determining whether an employee's use of the Internet is appropriate, one may ask: "If I were doing this same activity in some other way (e.g. telephone, library, in person, by hand), would this activity be considered inappropriate?" Additionally, an employee's use of the Internet should not cause incremental expenses to the City, nor should City time

Exhibit "A" to Resolution 2023-47

Amendments to PART 1 - STANDARD OPERATING PROCEDURES

be wasted. City time should be spent conducting City business. Employees should not play games, send mass mailings or run private businesses.

- b. All existing laws and City policies apply to employee conduct when accessing the Internet for city business, especially those that deal with ***intellectual property protection, privacy, misuse of City resources, sexual harassment, data security, and confidentiality.***
- c. The City of Fellsmere shall not utilize internet, email, or social media to advertise private business endeavors. Only non-profit providers providing services to the City of Fellsmere residents or businesses and government agencies may be linked, shared or otherwise advertised on city webpages, emails, or social media accounts.

D. DETAILED INTERNET POLICY PROVISIONS.

- a. City Internet access is provided to employees for the purposes of study, research, service and other activities, which must be in the conduct of official business or in furtherance of the mission and purpose of the City.
- b. Each City employee using the City's Internet access shall identify themselves honestly, accurately, and completely when corresponding or participating in interactive activities.
- c. City Internet facilities and computing resources must not be used to knowingly violate the laws and regulations of the United States or any other nation, or the laws and regulations of any state, city, province, or local jurisdiction in any material way.
- d. Employees have no right of ownership or expectation of personal privacy as to their City Internet usage. It is possible to monitor Internet usage, and the City reserves the right to inspect any and all network traffic and files stored on City resources or personal resources if used to conduct city business. The City reserves the right, without notice, to limit or restrict any employee's Internet usage.
- e. Offensive content may not be accessed, displayed, archived, stored, distributed, edited, or recorded using City network, printing or computing resources. Offensive content includes, but is not limited to, **pornography, sexual comments or images, profanity, racial slurs, gender-specific comments, or any content that can reasonably offend someone on the basis of sex, race, color, religion, national origin, age, sexual orientation, gender identity, mental or physical disability, veteran status or any protected status of an individual or that individual's relatives or associates.** Any content that may be interpreted as libelous, defamatory or slanderous is prohibited.
- f. City Internet access shall not be used to play computer games, gamble, run a business, conduct political campaigns, for personal gain, or to take part in any prohibited or illegal activity.
- g. No employee may use City Internet access to post a message to an Internet message board, chat room, "weblog", "listserv", or other Internet communication facility, except in the conduct of official business or furtherance of the City's mission. The message must clearly identify the author as a City employee, by name, with the employee's official return City email address or other contact information. Any opinions expressed must include a disclaimer stating that the opinions are those of the author and not necessarily those of the City of Fellsmere.

Exhibit “A” to Resolution 2023-47

Amendments to PART 1 - STANDARD OPERATING PROCEDURES

- h. No employee may use City facilities knowingly to download or distribute pirated software or data. Any software or files downloaded via the Internet may be used only in ways that are consistent with their licenses or copyrights.
 - i. No employee may use City facilities to monitor use of City computing or network resources by any other individual, or perform any probing, scanning, “sniffing”, or vulnerability testing, except as otherwise provided by City policies or by law notwithstanding, the City Manager may monitor employees’ use of City computer or network resources.
 - j. No employee may use the City’s Internet facilities to deliberately propagate any virus, worm, Trojan horse, trap-door, or back-door program code or knowingly disable or overload any computer system, network, or to circumvent any system intended to protect the privacy or security of another user.
 - k. No employee may install, remove, or otherwise modify any hardware or software for the purpose of bypassing, avoiding, or defeating any filtering, monitoring, or other security measures the City may have in place, except as otherwise provided by City policies.
 - l. Employees shall assume that any data or databases are automatically subject to public inspection under the State of Florida Public Records Act. There are numerous exclusions to this law, and such data may not be forwarded, uploaded, or otherwise transmitted to non-City entities without appropriate approvals.
- E. Detailed Internet Email Provisions.
- Electronic mail (email) is a quick and readily available tool for communication. The City provides this communication tool to its users to enhance productivity. This policy refers to all email software and messages that are used by any City-owned computer or other electronic device or personal computer or electronic device when used for city business.
- a. Mail may be created more informally than a paper memorandum (it may be treated as if it were face-to-face communication as far as grammar and composition); however, it must be understood that email may be a public record. Public records are subject to discovery, subpoena and used in litigation in the same manner as other records of the City. Email must be managed and made publicly accessible like public records in other physical formats.
 - b. All data and messages that are created, received, transferred to or from, or maintained on any City computer or other electronic device or personal computer or electronic device when used for city business are the property of the City.
 - c. All existing laws and the City of Fellsmere policies apply to the conduct with email, especially those that deal with property protection, privacy, misuse of City resources, sexual harassment, data security and confidentiality.
 - d. Email provides a quick and easy way of communicating with friends and family. Incidental and occasional personal use of email is permitted. Appropriate personal use does not: impede the conduct of City business, interfere with the user’s work performance or the performance of any other users, include use of a commercial nature; or result in personal financial gain for the user.

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Amendments to PART 1 - STANDARD OPERATING PROCEDURES

- e. Most email messages are subject to the City of Fellsmere Records Retention Schedule for general correspondence which is one year. If the email is not a public record or an official record, it may be disposed of without consideration for retention requirements.
 - f. Email users should be cognizant of the false sense of privacy and confidentiality suggested by email technology. In fact, more than other communications media, email facilitates the forwarding, copying and manipulation of messages beyond the creator's control.
 - g. All City email addresses are listed on the website which makes it easy for people to communicate through email to each user. These people also expect responses to their email. It is the user's responsibility to administer their individual mailbox by checking email at least daily, responding to email promptly and learning how to effectively use the software or the current email system.
- F. Detailed Social Media Provisions.
- Social Media is a quick and readily available tool for communication. This policy refers to all social media content uploaded from any City-owned computer or other electronic device or personal computer or electronic device when used for city business.
- a) The City shall limit who may upload content to City-supported social media platforms. No employee shall upload content to any city supported social media platform unless authorized by the City Manager. The following positions are authorized to upload content on city-supported social media platforms: TWITTER - City Clerk, City Manager, Chief of Police, Lieutenant and FACEBOOK - City Clerk, City Manager, Chief of Police, Lieutenant.
 - b) Social Media may be a public record. Public records are subject to discovery, subpoena and used in litigation in the same manner as other records of the City. Social Media must be managed and made publicly accessible like public records in other physical formats. All social media platforms authorized by the City Manager must be enrolled and maintained in the City's record retention monitoring program.
 - c) All content, data and messages that are created, received, transferred to or from, or maintained on any City computer or other electronic device or personal computer or electronic device when used for city business are the property of the City.
 - d) All existing laws and the City of Fellsmere policies apply to conduct with social media, especially those that deal with property protection, privacy, misuse of City resources, sexual harassment, data security and confidentiality.
 - e) Incidental and occasional personal use of social media at work during working hours is NOT permitted.
- G. E-mail and Social Media Etiquette
- a. Proofread. Spelling and grammar mistakes can be just as distracting in an email or social media message as they are in other written communications. Take time to proofread your messages, especially messages that are used to communicate or document City business.
 - b. Be aware of differences across computer systems. Others may not have the same computer features or capabilities. It is important to avoid features such as bold, underline or special fonts.
 - c. Identify yourself. If you are acting on behalf of the City, identify yourself with name, title and department. Include your email address in the message and any attachments to it.

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Amendments to PART 1 - STANDARD OPERATING PROCEDURES

- d. Don't be hasty. If a message or posting generates negative feelings, set it aside and re-read it later. An immediate response is often a hasty response. Don't rule out the possibility that a misunderstanding or misinterpretation might occur.
 - e. Avoid putting text in all capital letters. Most users avoid putting all text in caps because it may seem ANGRY or HARSH. Uppercase text is often interpreted as having extra emphasis.
 - f. Be careful what you say about yourself and others. As a general rule of thumb, don't commit anything to e-mail or social media that you wouldn't want to become public knowledge. Think twice before posting personal information about yourself or others. There is always the chance that a message could end up in someone else's hands. Be aware that e-mail and social media messages are often retained on system backup tapes and disks in central computing facilities after they are deleted from the system.
 - g. Try to keep messages to a single subject; use subject line entries. The subject line of an e-mail message or social media post serves a number of important purposes: it enables busy people to discern the subject of a message and when it must be read; it is used to index the message; and it may be used to identify what messages are “records”.
 - h. When sending attachments include in the body of the text information about the attachment. It is helpful to include the name of the attachment, what it is about, and what format it is in, so users may take the necessary steps to pull up the document attached.
 - i. For emails, do not send large attachments without prior permission from the recipient. There are many animated “fun” types of attachments. Before sending them, however, ask the recipient if they have time to receive them or even want them.
- H. Infractions. Infractions of these policies constitute misuse of City assets and therefore are considered violations of the City of Fellsmere Standard Operating Procedures and may result in disciplinary actions sanctioned under relevant provisions of the City Personnel Rules and Regulations.
- I. Rationale. The City of Fellsmere provides employees access to the vast information resources of the Internet with the intention of increasing productivity. While Internet and Email access has the potential to help you do your job faster or smarter, there is justifiable concern that it can also be misused. Such misuse can waste time and potentially violate laws, ordinances, or other City policies. This Internet and Email usage policy is designed to help you understand the expectations for the use of these resources.

14.10 City Cell Phones

This policy establishes guidelines for the use of City assigned cellular telephones and the reimbursement of personal cellular telephones for City employees

- a. All city equipment shall be managed and used to conduct the business of the city in a safe, efficient and cost-effective manner.
- b. No employee shall use a city issued cell phone or a personal cell phone being used for city business while driving a motor vehicle.
- c. Given the abilities of cell phones to also conduct email, internet or social media, the policies of Section 14.08 herein related to such usage shall be followed at all times while using cell phones for such uses.

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Amendments to PART 1 - STANDARD OPERATING PROCEDURES

- d. Cellular telephones shall be assigned at the direction of the department head for employees who have duties away from the office and are required to remain in contact with voice-mail, other employees or officials, the public, or who are required to respond to after-hour emergencies, or who are on-call.
- e. The Finance Department shall keep a current record of which employees have been assigned cellular telephones and the reason for the assignment.
- f. The City Manager will approve those employees eligible for reimbursement as well as the rate of reimbursement for department heads or their designees, who are required to carry a cell phone. In such cases, the employee may choose to use a personal cell phone and the City, upon the City Manager's approval, will reimburse the employee monthly as follows: an amount not to exceed \$75.00/month or actual cost, whichever is less, for cell phone service and equipment charges. The Employee is required to submit a copy of all pages of their cell phone bill each month to the Finance Department for reimbursement. ~~— If there are multiple lines on the cell phone bill submitted the reimbursement amount will be pro-rated and based on the number of phones included on the plan. i.e. a bill is submitted for reimbursement in the amount of \$200.00, there are 4 phones included on this bill, the employee will receive a \$50.00 reimbursement. If the bill is for \$500.00 the employee will receive the maximum amount of \$75.00.~~

14.11 Mandatory Training

From time to time, the City of Fellsmere may require all Employees attend mandatory training or meetings outside of regular working hours. Employees shall be compensated for attending such training or meetings at a rate of \$100 lump sum for the time involved. This benefit is related to all staff meetings/trainings – not individual training addressed elsewhere in the SOP.

POSITION CLASSIFICATION AND PAY PLAN

FISCAL YEAR 2023-24

Classification Title	Minimum	Maximum
Mayor	Section 2.86 Code	
Council Members	Section 2.27 Code	
City Attorney	Contract	
City Manager	\$ 100,000	\$ 150,000
City Clerk	\$ 80,000	\$ 110,000
Finance Dept.		
Finance & Accounting Director	\$ 80,000	\$ 110,000
Senior Account Clerk	\$ 45,000	\$ 80,000
Account Clerk	\$ 35,000	\$ 65,000
Customer Service Rep.	\$ 31,200	\$ 50,000
Customer Service Rep. (P/T)	\$ 15,600	\$ 30,000
Grant Manager	\$ 40,000	\$ 60,000
Police Dept.		
Police Chief/Assistant City Manager	\$ 80,000	\$ 110,000
Lieutenant	\$ 60,000	\$ 90,000
Sergeant		
Corporal		
Detective	\$ 44,290	\$ 72,100
Police Officer	\$ 41,200	\$ 61,800
Crime Scene Technician	\$ 36,050	\$ 56,650
Administrative Assistant	\$ 33,990	\$ 53,560
School X-ing Guard (P/T)	\$ 3,502	\$ 7,571
Public Works Dept.		
Public Works Director	\$ 80,000	\$ 110,000
Public Works Superintendent	\$ 50,000	\$ 80,000
Crew Leader	\$ 36,050	\$ 56,650
Field Technician	\$ 31,200	\$ 44,342
Heavy Equipment Operator	\$ 32,445	\$ 53,045
Light Equipment Operator	\$ 31,200	\$ 50,470
Right-of-Way Maintenance	\$ 31,200	\$ 50,470
Groundskeeper	\$ 31,200	\$ 49,440
Laborer	\$ 31,200	\$ 49,440
Custodian	\$ 31,200	\$ 45,000
Water/Wastewater Dept.		
Utilities Director	\$ 80,000	\$ 110,000
Class "C" Operator	\$ 37,080	\$ 58,350
Class "C" Operator	\$ 37,080	\$ 58,350
Development Dept.		
Community Development Director	\$ 80,000	\$ 110,000
Building Official	Contract	
Building Inspector III	Contract	
Building Inspector II	Contract	
Building Inspector I	Contract	
Code Enforcement Officer (P/T)	\$ 15,600	\$ 21,600
Permit Clerk	\$ 40,000	\$ 60,000
Recreation Coordinator (P/T)	\$ 15,600	\$ 21,600
Planner I	\$ 40,000	\$ 60,000
Planner II	\$ 50,000	\$ 70,000
Senior Planner	\$ 60,000	\$ 80,000

CURRENT YEAR PAY BY POSITION**FISCAL YEAR 2023/2024**

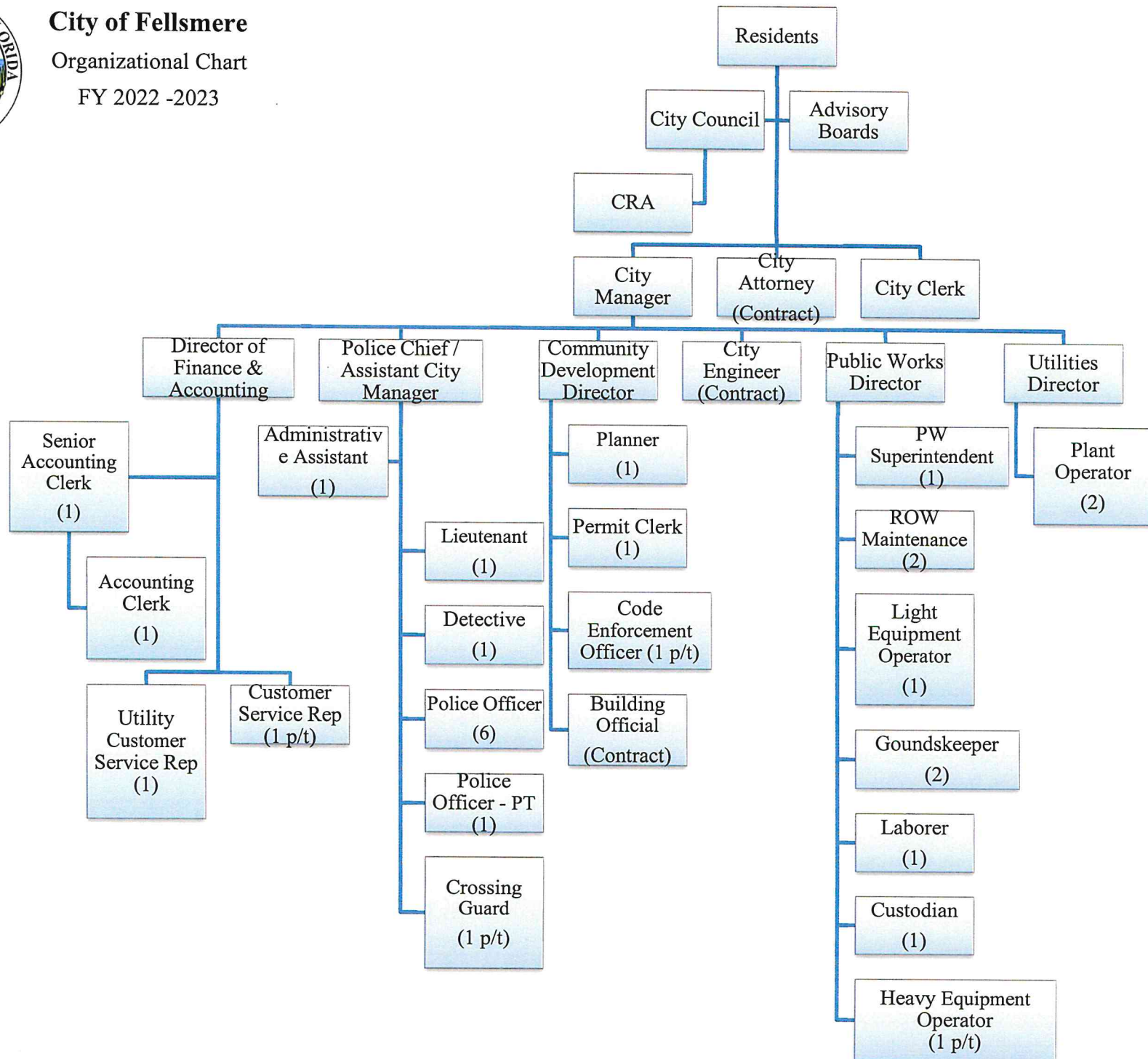
	<u>LAST NAME</u>	<u>SALARY</u>
LEGISLATIVE		
COUNCIL MEMBER	HERNANDEZ	\$ 4,800.00
COUNCIL MEMBER	HERRERA	\$ 4,800.00
COUNCIL MEMBER	RENICK	\$ 4,800.00
COUNCIL MEMBER	SALGADO	\$ 4,800.00
COUNCIL MEMBER	TYSON	\$ 6,000.00
EXECUTIVE		
CITY MANAGER	MATHES	\$ 124,792.93
CITY CLERK		
CITY CLERK	SANCHEZ	\$ 84,460.37
FINANCE & ACCOUNTING		
FINANCE DIRECTOR	MOREMAN	\$ 24,781.48
SENIOR ACCOUNT CLERK	ALVARADO	\$ 75,539.56
ACCOUNT CLERK	VARGAS	\$ 42,676.61
New Sr. Acct	Lupita	\$ 45,760.00
CSR	Ana	\$ 37,492.00
Grant Manager	Hammer	\$ 44,133.44
CSR P/T	Open	\$ 16,640.00
POLICE DEPT		
POLICE CHIEF	TOUCHBERRY	\$ 105,366.18
ADMIN SECRETARY	BEDOLA	\$ 39,420.16
LIEUTENANT	NEWSOM	\$ 74,524.99
DETECTIVE	Taylor	\$ 53,048.39
POLICE OFFICER	DOZER	\$ 51,768.53
POLICE OFFICER	Cortez-Guzman	\$ 45,082.31
POLICE OFFICER	Hellyer	\$ 43,493.51
POLICE OFFICER	Sauls	\$ 42,230.00
POLICE OFFICER	Jones	\$ 46,141.51
POLICE OFFICER	DANIEL	\$ 48,811.58
PUBLIC WORKS		
DIRECTOR	SHELTON	\$ 86,519.91
RIGHT-OF-WAY MAINT.	Abbot	\$ 32,967.68
GROUNDKEEPER	Open	\$ 31,200.00
LABORER	ARREOLA, J L	\$ 33,409.01
LIGHT EQ OPER	ARREOLA, I	\$ 41,308.90
PT HEAVY EQ OPR P/T	GIORDANO	\$ 34,457.18
CUSTODIAN	ARREOLA, M	\$ 33,280.00
Laborer	Cortez	\$ 33,100.08
PW Superintendent	Ken	\$ 52,000.00
Laborer P/T	ARREOLA, JL	\$ 18,720.00
WATER DEPT		
UTILITIES DIRECTOR	BURGE	\$ 97,850.10
CLASS C WATER OPR	JOHNSON	\$ 47,333.11
CLASS C WATER OPR/PW S	Open	\$ 50,000.00
CDD		
PLANNER	LORING	\$ 72,406.43
CODE OFFICER P/T	Open	\$ 16,640.00
Permit Clerk	Dulce	\$ 45,000.00



City of Fellsmere

Organizational Chart

FY 2022 -2023



City of Fellsmere City Council
Agenda Request Form

Meeting Date: October 19, 2023

Agenda Item No. 11(e)

- | | |
|---|---|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING

<input type="checkbox"/> GENERAL APPROVAL OF ITEM

<input type="checkbox"/> Other: | <input checked="" type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION

<input type="checkbox"/> BID/RFP AWARD

<input type="checkbox"/> CONSENT AGENDA |
|---|---|

SUBJECT: Approval of grant application for the 2023/24 DAUGHTERS OF THE AMERICAN REVOLUTION HISTORIC PRESERVATION GRANT PROGRAM to create a map of the Historic Brookside Cemetery.

RECOMMENDED MOTION/ACTION: Provide direction as desired and authorize submittal of grant application via Resolution #2023-46.

Approved by City Manager Mark Mathis **Date:** 10-12-23

Originating Department: Public Works	Costs: \$10,000.00 Funding Source: Cemetery Funds	Attachments: Resolution #2023-46
Department Review: <input checked="" type="checkbox"/> City Attorney Warren Dill <input type="checkbox"/> Comm. Dev. _____	<input checked="" type="checkbox"/> Finance _____ <input type="checkbox"/> City Engineer _____ <input type="checkbox"/> FPD _____	<input checked="" type="checkbox"/> Public Works _____ <input type="checkbox"/> City Clerk _____ <input checked="" type="checkbox"/> City Manager _____
Advertised: Date: _____ Paper: _____ <input type="checkbox"/> Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ or Not applicable in this case <u>X</u> Please initial one.

Submittal information: Council meets on the first and third Thursdays of each month. Agenda submittal deadline to the City Clerk is 5:00 p.m. of the last and second Thursday of each month. Therefore, the deadline of the Agenda Request Form to the City Manager shall be the last and second Monday prior to the Thursday deadline.

Summary Explanation/Background: Staff is requesting City Council support for a grant application for a ground penetrating radar (GPR) and global positioning system (GPS) to create a comprehensive map of the Historic Brookside Cemetery.

RESOLUTION NO. 2023-46

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FELLSMERE, INDIAN RIVER COUNTY, FLORIDA, AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE DAUGHTERS OF THE AMERICAN REVOLUTION (DAR) HISTORIC PRESERVATION GRANT PROGRAM REQUESTING \$10,000.00 FOR GROUND PENETRATING RADAR (GPR) AND GLOBAL POSITIONING SYSTEMS (GPS) SERVICES TO CREATE A COMPREHENSIVE MAP OF THE BROOKSIDE CEMETERY AND FURTHER AUTHORIZING AN AMOUNT OF \$10,000.00 AS THE CITY'S REQUIRED MATCHING FUNDS

WHEREAS, The City of Fellsmere has the opportunity to apply for funding in the amount of \$10,000.00 from the DAR for a Historic Preservation Grant, with the stipulation of 1 to 1 matching funds;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fellsmere, Indian River County, Florida as follows:

SECTION 1. RATIFICATION. The above recitals are hereby ratified, adopted, and incorporated herein as legislative finds of the City Council.

SECTION 2. AUTHORIZATION. The Mayor and/or Public Works Manager are authorized to file an application with the 2023 DAR Historic Preservation Grant Program funding cycle and to execute a grant agreement and grant administrative forms, if awarded.

SECTION 3. LOCAL MATCH. The City Council hereby authorizes up to \$10,000.00 in cash to be available for required matching funds for the project from the Cemetery Fund..

SECTION4. MAINTENANCE. The City Council hereby commits to the ongoing operation and maintenance of the proposed project.

SECTION 5 . SEVERABILITY. If any section, part of a sentence, paragraph, phrase, or word of this Resolution is for any reason held to be unconstitutional, inoperative, or void, such holding shall not affect the remaining portions hereof and it shall be construed to have been the legislative intent to pass this Resolution without such unconstitutional, invalid, or inoperative part.

SECTION 6. EFFECTIVE DATE. This resolution shall become effective immediately upon its adoption.

The foregoing Resolution was moved for adoption by Council Member _____. The motion was seconded by Council Member _____ and upon being put to a vote, the vote was as follows:

Mayor, Joel Tyson	_____
Council Member Fernando Herrera	_____
Council Member Inocencia Hernandez	_____
Council Member Gerald Renick	_____
Council Member Jessica Salgado	_____

The Mayor thereupon declared this Resolution duly passed and adopted this day of _____ day of _____, 2023.

CITY OF FELLSMERE, FLORIDA

Joel Tyson, Mayor

ATTEST:

Maria Suarez-Sanchez, CMC, City Clerk

City of Fellsmere City Council
Agenda Request Form

Meeting Date: October 19, 2023

Agenda Item No. 11 (4)

- | | |
|---|--|
| <input type="checkbox"/> PUBLIC HEARING
<input type="checkbox"/> Ordinance on Second Reading
<input type="checkbox"/> Public Hearing

<input type="checkbox"/> ORDINANCE ON FIRST READING

<input type="checkbox"/> GENERAL APPROVAL OF ITEM

<input type="checkbox"/> Other: | <input checked="" type="checkbox"/> RESOLUTION

<input type="checkbox"/> DISCUSSION

<input type="checkbox"/> BID/RFP AWARD

<input type="checkbox"/> CONSENT AGENDA |
|---|--|

SUBJECT: Adopting the facility plan for the sewer main extension to the SunAg Farm.

RECOMMENDED MOTION/ACTION: Approval

Approved by City Manager



Date: October 12, 2023

Originating Department: Utility	Funding Source:	Attachments: Resolution #51, Sewer main extension facility plan.
Department Review: [x] City Attorney _____ [] Comm. Dev. _____ [] Police Dept _____	[x] Finance _____ [] City Engineer _____ [x] Utility Dir. _____ [] FPD _____	[] Public Works _____ [x] City Clerk _____ [x] City Manager _____
Advertised: Date: _____ Paper: _____ [x] Not Required	All parties that have an interest in this agenda item must be notified of meeting date and time. The following box must be filled out to be on agenda.	Yes I have notified everyone _____ NA _____ OR Not applicable in this case _____ _____ Please initial one.

Summary Explanation/Background:

Staff is in the process of applying for a SRF DEP loan/grant to provide sewer service to the farm and industrial park out SR 512. This would provide greater economic development opportunities business that would benefit the City. Staff requests that the Council approve the resolution to adopt the facility plan for the sewer main extension to the SunAg property.

RESOLUTION NO. 2023-51

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FELLSMERE, FLORIDA, RELATING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) STATE REVOLVING FUND (SRF), ADOPTION OF THE WASTEWATER FACILITY PLAN FOR THE IMPLEMENTATION OF THE COUNTY ROAD 512 FORCE MAIN EXTENSION IMPROVEMENTS, EFFECTIVE THIS DATE

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater facilities; and Florida Administrative Code requires the formal authorization by City Council to formally adopt a facility plan outlining necessary wastewater collection improvements to comply with State of Florida funding requirements;

WHEREAS, formal adoption of the proposed Facility Plan is required for the City of Fellsmere to participate in the State Revolving Loan Fund Program;

WHEREAS, the City Council of the City of Fellsmere, Florida agrees with the findings and summary of necessary improvements as outlined in the Facility Plan for the purpose of providing wastewater services;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fellsmere, Florida formally approves and adopts the City of Fellsmere Facility Plan as written and presented to the City Council on this date;

SECTION 1. FINDINGS

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

The City of Fellsmere, Florida, is authorized to approve the proposed Facility Plan.

The City Manager is hereby designated as the authorized representative to provide the assurances and commitments that will be required by the Facility Plan.

The Mayor is hereby designated as the authorized representative to execute the Facility Plan which will become the foundation of all activities related to the wastewater facility improvements. The Mayor is authorized to represent the City in carrying out the City's responsibilities under the Facility Plan. The Mayor is authorized to delegate responsibility to appropriate City Staff to carry out technical, financial, and administrative activities associated with the Facility Plan.

The legal authority for adoption of this facility plan is pursuant to the City Charter, City Code of Ordinances, and the Laws of the State of Florida.

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

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 2. EFFECTIVE DATE

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

APPROVED AND ADOPTION THIS 19TH DAY OF OCTOBER 2023.

**CITY COUNCIL
CITY OF FELLSMERE, FLORIDA**

MAYOR (SEAL)

ATTEST:

**APPROVED AS TO FORM AND
CORRECTNESS:**

MARIA SUAREZ-SANCHEZ, CMC, CITY CLERK

WARREN DILL, CITY ATTORNEY

CITY OF FELLSMERE
COUNTY ROAD 512 FORCEMAIN EXTENSION PROJECT
FACILITIES PLAN
CLEAN WATER SRF APPLICATION



September 2023

Prepared By:

Kimley»Horn

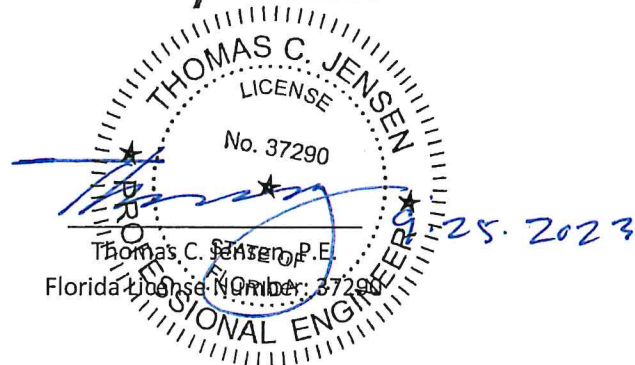




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Tables

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Attachments

Attachment A: Project Construction Plans

Attachment B: Technical Specifications

Attachment C: Utility Rates

Attachment D: Utility Master Plan

Attachment E: Fiscal Sustainability Plan Certification

Attachment F: Cost and Effectiveness Certification

Attachment G: Cost Estimates

Attachment H: Connection Ordinance

Attachment I: City Council Meeting Agenda/Minutes

Attachment J: City Council Adoption of Facilities Plan

Attachment K: Bulk Service Agreement

Attachment L: Alternative Exhibits

Attachment M: Capital Financing Plan

Attachment N: FDEP Email Confirmation



1.0 Introduction

The City of Fellsmere (City) is located in Indian River County (County) and was officially incorporated in 1911. The City encompasses approximately 5.4 square miles (mi²) with a population of approximately 5,800 residents. The City currently provides utility services to approximately 4,800 residents from approximately 1,400 connections within their service area. (The remaining City population is unserved and supplied water from private residential wells with sewer service via onsite septic tanks and drainfields). The City's utility service area is limited to the Historic City Center, which covers approximately 2 mi² of the total City.

The City's Public Works and Utilities Department currently operates a municipal utility that includes a raw water supply system including six (6) water supply wells, a 1.6 Million Gallon Per Day (MGD) water treatment plant (WTP), and a potable water distribution system and a wastewater collection/transmission system for its customers. All wastewater service is provided via a bulk user agreement with Indian River County Utilities (IRCU).

In the western area of the City, there is an active shrimp farm that creates jobs and has been growing and requires a municipal wastewater connection to continue their business. This area is currently on septic. The City is planning on constructing wastewater system improvements that will not only serve this shrimp farm, but also an adjacent industrial park and a potential new residential community.

The City is applying to construct a force main extension along County Road 512 to connect to these new areas to the existing wastewater system. The project will consist of 3 lift stations, 13,000 linear feet of 6" HDPE force main and 900 linear feet of 8" PVC gravity sewer.

The City is proposing to work with the Clean Water State Revolving Fund (CW SRF) board for financial assistance on this project through a construction loan.

2.0 Background Information

2.1 Existing Facilities

Water Treatment and Supply

The City of Fellsmere has an existing water treatment plant with a current rated capacity of 1.60 MGD, based on a maximum day demand. Major components consist of:

- Six (6) groundwater surficial aquifer supply wells (SA) each rated from 50 to 150 Gallons Per Minute (GPM) capacity
- Two (2) 10,000 gal hydropneumatic tanks
- Two (2) 11-ft dia. Granular Activated Carbon (GAC) vessels (500 cft GAC each)
- Chemical feed including liquid sodium hypochlorite for disinfection



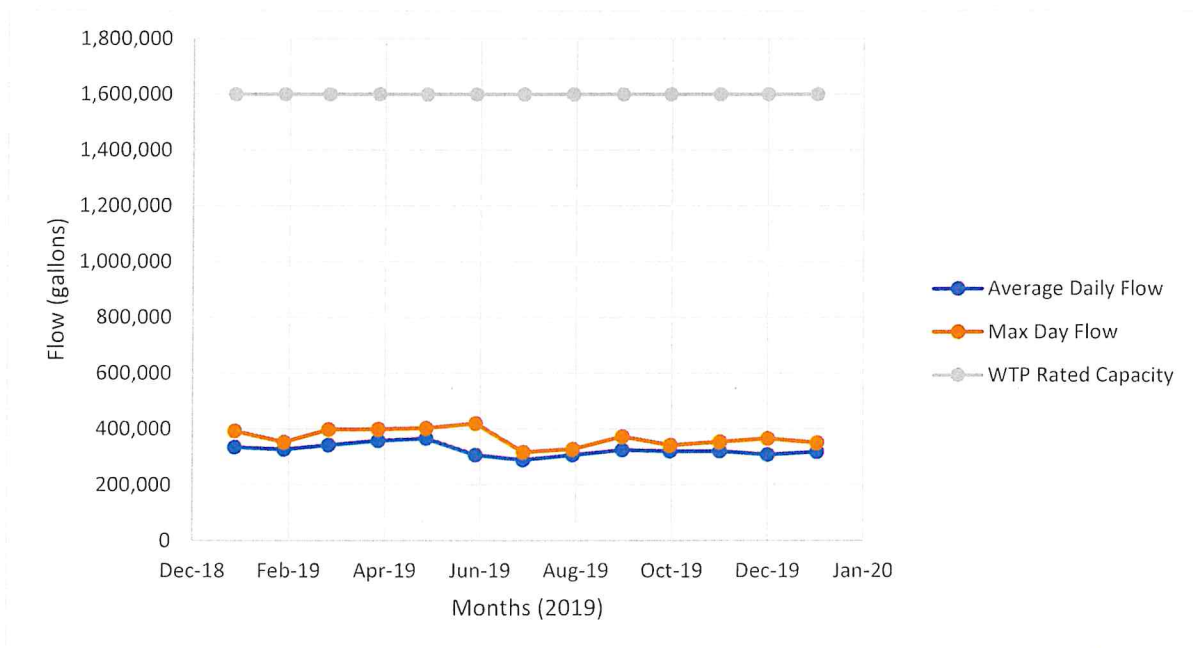
- 500,000-gallon ground storage tank (prestressed concrete)
- 4 high service pumps; one 30 horsepower (HP) jockey pump (300 GPM @ 200 ft total dynamic head), three 75 HP pumps constructed in a prefabricated building
- 150 kw standby generator

The existing treatment process provides basic disinfection and some enhanced removal of limited contaminant. A 2021 City Master Plan has recommended nanofiltration (NF) as an alternate treatment method to GAC that will assist with TOC related issues and, provide softening capability as well. This project is currently being evaluated through a feasibility study.

The City also has an offsite elevated storage tank (300,000 gallons) located just south of County Road 512. This tank can provide fire flow when needed and could provide up to 5 hours of fire demand at 1,000 GPM flow rate.

Water system demands have been fairly constant over the years and do not appear to have increased substantially since the water plant was expanded to 1.6 MGD. Based on 2006 projections, the maximum daily flows have only increased from 400,000 Gallons Per Day (GPD) to just over 420,000 GPD in 2019, which equates to less than 5 percent in over 13 years. See **Figure 1** for a historical trend of finished water production.

Figure 1: 2019 Finished Water Production vs. Rated Capacity





Wastewater Collection/Transmission System

Wastewater collection/transmission in the City is provided by either septic tanks or existing sanitary sewer. Sanitary sewer service is provided via a bulk user agreement with Indian River County Utilities (IRCU). There is no flow capacity built into the service agreement with IRCU. The agreement charges \$14.45 per equivalent residential units (ERUs) per month. The City currently has 527 ERUs, which are currently connected to City sewer and not serviced via their own septic tank. The Agreement also charges \$3.21 per 1,000 gallons of wastewater per month. The details of the agreement can be found in **Attachment K**.

The City owns and maintains the wastewater collection system (piping, valves, pump stations (PS), etc.) within the utility service area. The wastewater system currently consists of 1.5 miles of gravity sewer mains, 7.5 miles of force main, and 18 pump stations. The existing wastewater flows were determined based on the flow data from PS No. 3 that pumps directly to the IRCU Central wastewater treatment facility. The annual average daily flow (AADF) was calculated to be 65,441 GPD.

See **Attachment L** for the location of the existing wastewater system components within the City.

2.2 Population Trends

The City's Utility Master Plan anticipates experiencing population and water demand increase between present day and 2040. Table 1 below illustrates the growth anticipated. See **Attachment D** for the City's Utility Master Plan.

Table 1: Population and Water Demand Projections

Year	Anticipated Population Served
Present	4,800
2025	4,918
2030	5,004
2035	6,796
2040	11,477
Anticipated Increase	157%

3.0 Consideration of Alternatives

There are three alternatives that were considered for the design of this project: Open cut, directional drilling and a hybrid of open cut and directional drilling.



Open cut trenching involves excavating a trench into the ground before installing a utility pipeline. This is the most common construction method for pipelines. The project can be installed fully using open cut, but the restoration costs would be much greater. Directional drilling is a trenchless alternative that allows for pipes to be installed without impacts to the soil above. Directional drilling is frequently used to avoid bodies of water, railroad crossings and other surface features that cannot be disturbed using open cut. The project can be installed fully using directional drilling, but this would be costly. The hybrid option includes a mix of both depending on the conflict encountered during design.

A cost estimate was prepared for each project alternative. The estimates are compared in **Table 2**. The hybrid alternative was found to be the most cost-effective option. All three options require the same amount of annual operations of maintenance after construction. The annual O&M will come from operating the three lift stations that are in each of the three alternatives. The only cost difference between the three alternatives is from the capital cost. As a result, no net present value calculation was required for this comparison. Alternative 1 was the most cost effective option.

The full cost estimates are provided in **Attachment G**.

Table 2: Alternative Cost Comparison

	<i>Hybrid</i>	<i>Open Cut</i>	<i>Directional Drilling</i>
Capital Cost	\$3,107,191	\$3,187,887	\$4,166,984

3.4 Selected Alternative

Upon completion of the alternative comparison, the hybrid option was selected. This had the lowest overall capital cost.

This project was designed to accommodate a 40-year projection of wastewater flows from the new service area. The wastewater flows were projected using the existing AADF with a 3% growth rate. The projection of wastewater flows can be found in **Figure 2**. This project will connect to the existing City sewer system. The existing City sewer system can handle the additional flows as a result of this project. The pumps for the five proposed lift stations were selected to be able to handle the flows in the present-day conditions as well as for a 40-year projection of anticipated wastewater flows.

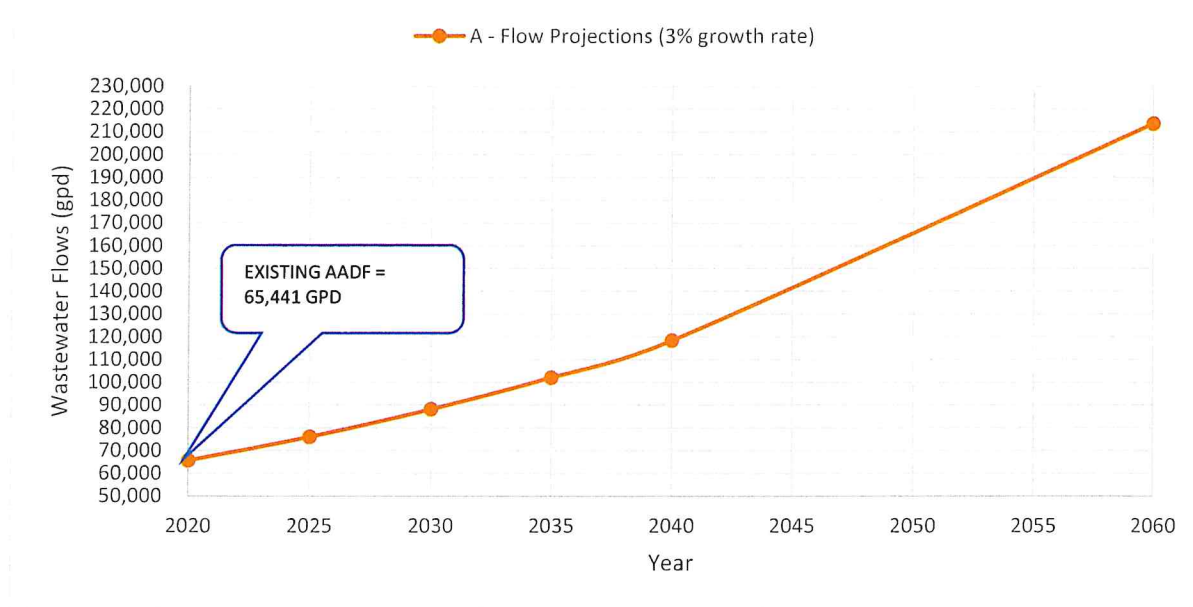
The final design of the project consists of approximately:

- Five (5) manholes
- Three (3) lift stations
- 900 linear feet of 8" PVC gravity Sewer
- 13,000 linear feet of 6" HDPE force main

The project plans can be found in **Attachment A**.



Figure 2: Wastewater Flow Projections AADF



3.6 Community Engagement

All public awareness and comments were completed as part of the initial design of this project. The City actively completed public participation through a City council meeting. The community was strongly in favor of the proposed force main extension. They were also in support of the benefits to the shrimp farm and the adjacent industrial park. This creates and sustains many jobs for the City which benefits the community. See **Attachments I and J** for city council meeting agenda/minutes and ordinance from the City Council with acceptance of the facilities plan.

3.7 Community and Environmental Effects

The forcemain extension will be constructed in existing City of Fellsmere right of way easements. No new easements are proposed. Florida Department of Transportation (FDOT) standard Maintenance of Traffic (MOT) will be used by the contractors to ensure there are minimal impacts to the public. A walkthrough of the project was conducted and no impacts to native flora, fauna, wildlife, wetlands, or historical sites are anticipated. There will be no impacts to undisturbed lands, groundwater, surface water, agricultural lands, flood plains, or air quality. The project is limited to ROWs and will not impact the historic district. Despite the limited disturbance anticipated, a cursory review of the endangered species list from the United States Fish and Wildlife Service (US FWS) was performed for the City. No impacts to these species, adverse or otherwise, are anticipated.



The conversion of properties at the industrial park from septic to sewer in this project will be a direct environmental benefit. Aging septic tanks pose a risk to the surficial aquifers in Florida. Septic tanks can fail and/or leak over time resulting in untreated wastewater entering the aquifer.

Impacts to minority and low-income neighborhoods were considered as part of this facilities plan. The cost of this project will be repaid through City revenue. No fees will be passed onto the community.

4.0 Schedule

The City intends to commence with construction as soon as funding is available and is intends to continue until completion. The City anticipates the project construction timeframe to be from January 2024 to December 2025, excluding delays beyond the City's control. A Florida Department of Environmental Protection (FDEP) construction permit will be required for these improvements and will be obtained prior to construction. The permit has was applied for. The FDEP acknowledged receipt of the permit application on September 15, 2023 and assigned it to application number 0038890-045.

The email confirmation from the FDEP is included as **Attachment O**.

5.0 Financial Feasibility

The City is requesting a construction loan from the SRF Board. Funding sources to operate and improve the City's wastewater system include utility revenue. As previously mentioned, the total material and installation costs are estimated to be \$3,353,636, with the required 10% contingency. This is the amount the City is requesting as part of the loan. See attached capital financing plan. The City is receiving a \$700,000 grant in direct appropriations from the State of Florida. This amount is reflected in FY 2024 and is intended to assist in the repayment of the SRF loan. No increase in water rates is recommended at this time.

Utility rates are included at **Attachment C**.